



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

**815 North Orlando Smith Road
Oglesby, IL 61348-9692**

**Board Meeting
A G E N D A**

**Thursday, November 8, 2018
Board Room
6:30 p.m.**

NOTE:

If you are unable to attend this meeting, or if you have questions regarding the agenda, please call the President's office, 224-0402.

IVCC'S MISSION STATEMENT

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

BOARD AGENDA ITEMS

January

February

Authorize Budget Preparation
Reduction in Force
Tuition and Fee Review
Three-year Financial Forecast
ICCTA Award Nominations
(Alumnus, Student Trustee, Ethical)

March

Tenure Recommendations
Non-tenured Faculty Contracts
President's Evaluation
Student Fall Demographic Profile
ICCTA Award Nominations
(FT/PT Faculty, Student Essay,
Business/Industry)

April

Board of Trustees Election (odd years)
Organization of Board (odd years)

May

Budget Adjustments
President's Contract Review
Vice Presidents' Contract Renewals

June

RAMP Reports
Prevailing Wage Resolution
Authorization of Continued Payment for
Standard Operating Expenses
Semi-annual Review of Closed Session
Minutes

July

Tentative Budget
a. Resolution Approving Tentative Budget
b. Authorization to Publish Notice of
Public Hearing
Athletic Insurance

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget
College Insurance

September

Protection, Health, and Safety Projects
Cash Farm Lease
Approval of College Calendar (even years)
Employee Demographics Report

October

Authorize Preparation of Levy
Audit Report
IVCC Foundation Update

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times
Semi-annual Review of Closed Session Minutes

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Campus Update – IVCC Employee Demographics (Leslie Hofer)
7. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 7.1 Approval of Minutes – October 11, 2018 Board Meeting (Pages 1-6)
 - 7.2 Approval of Bills - \$1,368,195.31
 - 7.2.1 Education Fund - \$951,346.52
 - 7.2.2 Operations & Maintenance Fund - \$96,844.98
 - 7.2.3 Operations & Maintenance (Restricted Fund) - \$109,487.60
 - 7.2.4 Auxiliary Fund - \$138,712.40
 - 7.2.5 Restricted Fund - \$14,416.15
 - 7.2.6 Audit Fund - \$23,500.00
 - 7.2.7 Liability, Protection & Settlement Fund - \$33,887.66
 - 7.3 Treasurer's Report (Pages 7-24)
 - 7.3.1 Financial Highlights (Pages 8-9)
 - 7.3.2 Balance Sheet (Pages 10-11)
 - 7.3.3 Summary of FY19 Budget by Fund (Page 12)
 - 7.3.4 Budget to Actual Comparison (Pages 13-19)
 - 7.3.5 Budget to Actual by Budget Officers (Page 20)
 - 7.3.6 Statement of Cash Flows (Page 21)
 - 7.3.7 Investment Status Report (Pages 22-23)
 - 7.3.8 Disbursements - \$5,000 or more (Page 24)

- 7.4 Personnel – Stipends for Pay Periods Ending September 29, 2018 and October 13, 2018 & Part-time Faculty and Staff Appointments October 2018 (Pages 25-34)
- 7.5 Request for Bid – Tractor (Page 35)
8. President’s Report
9. 2018 Tentative Tax Levy (Pages 36-38)
10. Intergovernmental Agreement with the City of Mendota (Pages 39-50)
11. Intergovernmental Agreement with the City of Oglesby (Pages 51-53)
12. PHS Project (Pages 54-61)
13. Bid Results – Nursing Simulator (Page 62)
14. Items for Information (Pages 63-82)
 - 14.1 Travel Administrative Procedures (Pages 63-66)
 - 14.2 Change Order Campus Security (Pages 67-69)
 - 14.3 Change Order Building D-HVAC (Pages 70-76)
 - 14.4 Response to Leave of Absence Request – Jon S. Mercer (Page 77)
 - 14.5 CDB Project – Agriculture Equipment Storage Building (Page 78)
 - 14.6 Staff Resignation – Mike Skoflanc, Part-time Fitness Center Instructor (Page 79)
 - 14.7 Tree Campus USA Recognition 2017, Arbor Day Foundation (Pages 80-81)
 - 14.8 Tenure Recognition – Dr. Andrew Seeger, World Language Instructor (Page 82)
15. Trustee Comment
16. Closed Session – 1) collective negotiations; 2) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; and 3) closed session minutes
17. Approval of Closed Session Minutes
18. Other
19. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
October 11, 2018

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, October 11, 2018 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Jane E. Goetz, Chair
Everett J. Solon, Vice Chair
Amy L. Boyles
Jay K. McCracken
Melissa M. Olivero
Angela M. Stevenson
Joseph M. Marenda, Student Trustee

Members Absent: David O. Mallery, Secretary

Members Telephonically Present:

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Deborah Anderson, Vice President for Academic Affairs
Mark Grzybowski, Vice President for Student Services
Bonnie Campbell, Associate Vice President for Academic Affairs
Leslie Hofer, Director of Human Resources
Fran Brolley, Director of Community Relations and Development
Steve Alvin, President AFT Local 1810
Walt Zukowski, Attorney

RECOGNITION – SENATOR SUE REZIN

Senator Sue Rezin was in attendance to receive the Outstanding Legislator Award from the Illinois Community College Trustees Association for her continuing support and advocacy on behalf of Illinois Community Colleges. Mike Monaghan, ICCTA Executive Director, presented the award to Senator Rezin.

APPOINTMENT OF SECRETARY PRO-TEM

Ms. Goetz appointed Ms. Stevenson as secretary pro-tem in the absence of Mr. Mallery.

APPROVAL OF AGENDA

It was moved by Mr. Solon and seconded by Mr. McCracken to approve the agenda, as presented. Motion passed by voice vote.

PUBLIC COMMENT

American Federation of Teachers Local 1810 President Steve Alvin and lab instructor Emily Lesman addressed the Board. Mr. Alvin expressed disappointment with college administration when a previously closed gap between overload compensation for full-time faculty and pay for part-time faculty was once again widened. Mr. Alvin added that closing the gap in compensation was one of the main issues of negotiations in the summer and to see it being made wider was the opposite of what the negotiation team was told prior to the final agreement. He ended his statement by saying that he hoped that the trust can be rebuilt and that the administration will show a willingness to work honestly and sincerely to reestablishing trust. Ms. Lesman added that the union and administration must work together to recommit to IVCC's core values of responsibility, caring, honesty, fairness and respect. Ms. Goetz responded that the College and the Board value all employees and the Board may choose to respond to the public comment after closed session.

CAMPUS UPDATE – IVCC FOUNDATION

Mr. Fran Brolley, Director of Community Relations and Development, reported that the IVCC Foundation had one of the strongest years in its 42-year history. The record \$1.1 million estate gift from Dr. Mary Margaret Weeg in August 2017 and another major gift from Ralph Scriba helped the Foundation award nearly \$300,000 in scholarships to more than 260 students. The Foundation's impact has continued to increase. In fiscal 2018 the Foundation provided \$730,000 in support through scholarships and Cultural Centre enhancements funded by the Walter Durley Boyle bequest. Mr. Brolley reported that this fall, the Scholarship Campaign of 2015-17 enabled the Foundation to award \$1,000 each to 23 incoming Illinois State Scholars as part of a "15 to Finish" initiative. Established to honor and support top returning students, the Foundation's 21st Century Scholars Society has awarded more than \$160,000 to nearly 140 students since 2007.

CONSENT AGENDA ITEMS

It was moved by Dr. Boyles and seconded by Mr. Solon to approve the consent agenda, as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes – September 13, 2018 Board Meeting.

Approval of Bills - \$2,922,902.72

Education Fund - \$1,725,733.66; Operations & Maintenance Fund - \$151,539.89; Operations & Maintenance (Restricted Fund) - \$455,859.24; Auxiliary Fund - \$230,100.04; Restricted Fund - \$148,623.49; Liability, Protection & Settlement Fund - \$209,664.60; and Grants, Loans & Scholarships - \$1,381.80.

Treasurer's Report

Personnel

Approved the stipends for pay periods ending September 1, 2018 and September 15, 2018.

Approval

Approved the addition of the Computer Networking program of study to SRAVTE's dual credit/articulated credit opportunities.

Purchase Request

Approved to purchase Basic Rigger & Signal Person training classes from CICB for the estimated amount of \$17,000 for Fiscal Year 2019.

PRESIDENT'S REPORT

Dr. Corcoran reported that the votes have been counted and four new students have been elected by their peers to the student government association: Mackenzie Brady and Haley Fittanto are SGA freshmen representatives; Isabel Pozzi and Chelsea Piper are now members of the freshmen programming board. Dr. Corcoran extended congratulations to Mackenzie, Haley, Isabel and Chelsea on the results and thanks for stepping forward to serve our students. Dr. Corcoran noted that in the same way as Dr. Anderson did a fine job of leading our efforts to update the college's strategic plan, she has also served the college with distinction as our accreditation liaison officer. He was pleased to report that our Interim Report, due to the Higher Learning Commission by November 1, was submitted on October 4. Thanks very much to Dr. Anderson and everyone who worked with her on this very important endeavor. Dr. Corcoran informed that the annual Results University graduation ceremony was held in our Dr. Mary Margaret Weeg Cultural Centre on Saturday, October 5. We had 32 students graduate from the program. Streater Mayor Jimmie Lansford and others addressed the graduates. Overall the ceremony and everything leading up to it was a success because of the fine efforts of our Continuing Education Department staff, especially Jennifer Sowers and Director Jennifer Scheri. Dr. Corcoran reported that this year's Manufacturing Expo will be held on Tuesday, October 23rd with 350 students from 16 high schools planning to participate. He noted that the students will begin their day by visiting one of 10 manufacturers in the area and learning about career options before coming to the college's CTC and visiting with college program coordinators and industry leaders about matching IVCC training opportunities with well-paying jobs. Our partnership with NCRBC, the area career center housed at L-P high school, and SRAVTE remains very strong and we are excited to be part of the team. Dr. Corcoran thanked Bonnie Campbell for attending the IBEW graduation ceremony on Friday, September 21. We had 10 graduates earn their AAS degrees in electronics technology en route to becoming journeymen electricians. He noted that this program that has been in place for a number of years thanks to former administrators and especially Program Coordinator Jim Gibson who played a critical role in working with Shane Lange, our dean of workforce development, and our IBEW partners on updating the curriculum. This is all good news, not only for the 10 graduates but also for 40 students in the pipeline for the future. Dr. Corcoran informed that Vice President Cheryl Roelfsema reported that we had 155 people participate in the health screening activity for all employees who are covered by the college's generous health insurance plan the week of September 10. Of the total, 135 took advantage of it being on campus, 20 chose to visit an off-site clinic. Dr. Corcoran noted that this benefit has been in place for a number of years and Cheryl's staff work very well with our friends from Interactive Health to make sure that this is a seamless exercise. Dr. Corcoran extended kudos to the Business Office staff on a job well done. Dr. Corcoran informed that Vice President Mark Grzybowski has reported that the college's "mini food pantry" is now in place on the first floor near the stairwell by the Foundation Office. The

cabinet is stocked with quick-bite snack items intended to assist students get through a difficult day. It was spurred by a local newspaper article highlighting hunger and homelessness in the Illinois Valley. Dr. Corcoran extended special thanks to:

- Our friends from the Illinois Valley Food Pantry for providing us with food to initially stock the cabinet; and
- The following individuals who all played key roles in supporting the initiative: Delores Robinson, Jean Forst, Mary Black, Amanda Cook Fesperman, Tracy Lee, Jeannette Frahm, Aseret Loveland, Frances Whaley, Valery Calvetti, Michelle Carboni, Scott Curley and our facilities staff, Cory Tomasson, and the Student Government Association.

Dr. Corcoran informed that the 4th Annual Athletics Department Trivia Night saw 27 tables of participants. The event made a profit of approximately \$10,200. Dr. Corcoran thanked AD Cory Tomasson, our Athletics Program coaches and staff for really working well together on behalf of our student athletes. They are great ambassadors for the college across the district. Dr. Corcoran noted that our board chair asked recently about the status of our online enrollments and he was pleased to report that although overall enrollments remain down—as reported to the ICCB, 10th Day headcount was -8.73% compared to where it stands this week at -6.36%, Dr. Corcoran reported that Dr. Patrice Hess is working with her colleagues on soon defining pathways for the completion of fully online degrees from IVCC. Dr. Hess’ plan is to roll out an outreach strategy for this in the spring for summer and fall 2019 enrollment. Dr. Corcoran noted that this bodes well for students who cannot be here for many reasons, but also for the high schools where we have seen quite an uptick in enrollments: FY18 credit hours rose from 108 to 381 and more high schools are increasing their online offerings to students this academic year.

AUTHORIZATION FOR PREPARATION OF A TAX LEVY RESOLUTION

It was moved by Mr. Solon and seconded by Ms. Stevenson to authorize Dr. Jerry Corcoran to begin preparing the 2018 tax levy. Motion passed by voice vote.

FARM LEASE RENEWAL

It was moved by Mr. McCracken and seconded by Ms. Stevenson to approve to renew the lease with Luke Holly at \$308.25 per acre on 149 acres for an annual lease payment of \$45,929.25 for 2019. Motion passed by voice vote.

TRIO MATCH

It was moved by Mr. Solon and seconded by Dr. Boyles to approve the \$10,000 transfer from the Education Found (Fund 01) to Restricted Funds (Fund 06) for the Student Support Services grant for FY2019. Motion passed by voice vote.

IBEW AGREEMENT

It was moved by Ms. Stevenson and seconded by Mr. Solon to approve the new Contractual Agreement between JATC Local Union 176 and Illinois Valley Community College, as presented. Motion passed by voice vote with Ms. Olivero abstaining.

APPROVAL OF CERTIFICATE: BASIC CAD

It was moved by Dr. Boyles and seconded by Ms. Stevenson to approve the Certificate in Basic Computer Aided Design, as presented. Motion passed by voice vote.

APPROVAL OF CERTIFICATE: CYBERSECURITY

It was moved by Ms. Stevenson and seconded by Mr. Solon to approve the Certificate in Cybersecurity, as presented. Motion passed by voice vote.

APPROVAL OF AAS DEGREE: CYBERSECURITY

It was moved by Mr. McCracken and seconded by Mr. Marena to approve the Associate of Applied Science Degree in Cybersecurity, as presented. Motion passed by voice vote.

NURSING SIMULATOR PURCHASE – REQUEST TO BID

It was moved by Ms. Stevenson and seconded by Mr. Solon to authorize seeking bids for Laerdal Simulation Manikins and Equipment. Motion passed by voice vote.

H.S.A. CONTRIBUTIONS

It was moved by Dr. Boyles and seconded by Ms. Stevenson to authorize contributing to employee Health Savings Plans for employees electing the High Deductible Health Plan beginning January 1, 2019 and to authorize contributing to employee Health Reimbursement Accounts for employees electing the High Deductible Health Plan beginning January 1, 2019, as presented. Motion passed by voice vote.

BID RESULTS – BARN DEMOLITION

It was moved by Mr. Solon and seconded by Mr. Marena to accept the base bid from S & K Excavating & Trucking, Inc., Newark, Illinois in the amount of \$50,750 for the barn demolition. Motion passed by voice vote.

BOARD TRAVEL

It was moved by Mr. McCracken and seconded by Ms. Stevenson to approve reimbursement of expenses in the amount of \$368.00 incurred by Ms. Goetz for attending the 2018 ICCTA Seminar and Meeting on September 14 and 15.

Student Advisory Vote – “Aye.” – Mr. Marena. Roll Call Vote: “Ayes” – Dr. Boyles, Mr. Solon, Ms. Stevenson, Ms. Olivero, and Mr. McCracken. “Nay” – none. “Abstain” – Ms. Goetz. Motion carried.

TRUSTEE COMMENT

Ms. Goetz reported that one of the news articles shared by ICCTA featured Tina Hardy, Disability Services Coordinator, and YOU@IVCC. It was reported that YOU@IVCC, a portal to campus resources and information, has 900 students and 80 faculty and staff registered. Kudos to Ms. Hardy for bringing this service to IVCC. Ms. Goetz also pointed out the ICCTA Board Highlights that were shared with the Board members.

Mr. McCracken reported that La Moille High School is close to receiving approval for the College Start Program and expressed appreciation to IVCC for its expert assistance and for partnering with

La Moille High School to offer highly motivated students the opportunity to take additional college courses. Dr. Corcoran noted that Mr. McCracken was instrumental in establishing the College Start Program while superintendent at both Hall High School and Putnam County High School as well as doing so now at La Moille.

CLOSED SESSION

It was moved by Ms. Stevenson and seconded by Mr. Solon to convene a closed session at 7:15 p.m. to discuss 1) collective negotiations; 2) the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; and 3) closed session minutes. Motion passed by voice vote.

The Board immediately entered closed session at 7:16 p.m. On a motion by Dr. Boyles and seconded by Ms. Stevenson, the regular meeting resumed at 9:00 p.m. Motion passed by voice vote.

APPROVAL OF CLOSED SESSION MINUTES

It was moved by Mr. Solon and seconded by Ms. Stevenson to approve and retain the closed session minutes of the September 13, 2018 Closed Session Board Meeting. Motion passed by voice vote.

OTHER

Ms. Goetz read a statement from the Board of Trustees.

The Illinois Valley Community College Board and administration are appreciative of the feedback we received this evening and remain committed to valuing all college employees; that is where we thought we were when both parties ratified the current three-year agreement. We bargained collectively in good faith with the union and believe our salaries are competitive and our benefits favorable to many of our peer community colleges. We are committed to our core values of responsibility, caring, honesty, fairness and respect. The Board has asked the administration to gather more information going forward and once that information is presented, we will work toward closure of this matter.

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 9:02 p.m.

Jane E. Goetz, Board Chair

David O. Mallery, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

OCTOBER 2018

Cheryl Roelfsema, CPA
Vice President for Business Services and Finance/Treasurer

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – October 2018

Revenues

- As of October 26, the headcount for fall semester was 3,096, which is 261 students less than at the same point in time last year. Credit hours were 25,053, an 8.93 percent decrease from one year ago. Second eight-week classes began October 9. Spring semester registration begins November 7.

Comparison of 10th Day Fall Enrollments*

	Fall 2015	Fall 2016	Fall 2017	Fall 2018
Credit Hours	29,870	29,720	28,596	25,775
% Change	(8.2%)	(.5%)	(3.8%)	(9.9%)
Headcount	3,310	3,206	3,241	2,958
% Change	(6.1%)	(3.1%)	1.1%	(8.7%)

*College Records

- The FY19 base operating grant will be paid from the State’s education assistance fund (EAF) and corporate personal property replacement tax (CPPRT). Four quarterly payments totaling \$1,164,944 will be from CPPRT. The other eight monthly payments totaling \$729,026 will be from the EAF. As of October 31, the College has received two quarterly payment of \$291,236 and one monthly payment of \$91,128.
- Tax collections as of October 31 were \$11,099,934, or 95 percent of the \$11,670,435 levy. State legislation enacted in 2018 and retroactive to January 1, 2018, impacted the assessed valuation of solar farms. The valuation of a LaSalle County solar farm decreased from \$851,087 per megawatt in 2017 to \$174,400 per megawatt in 2018. The total assessment in 2017 was \$5,673,979 and \$1,476,909 in 2018. Other classes of property have seen increases and several TIF districts have expired.

Expenditures

- Fund 01 – Academic Support – Contractual Services – annual Blackboard fee of \$53,000; \$12,000 to Burwood for phone and voice mail support and emergency telephone broadcast license; \$12,400 for electronic library services; and \$52,500 for other software support programs;
- Fund 01 – Public Service/Continuing Education – Contractual Services - \$19,400 for mini course instructional programs; and \$92,300 for continuing education trip contractual services;
- Fund 01 – Institutional Support – Contractual Services -- \$42,250 to Burwood Group for phone and voice mail support and other software support; \$264,200 to Ellucian for annual software support; \$19,950 for VMWare maintenance and support; \$12,950 for IT security audit; and legal services \$21,875;

- Fund 01 – Institutional Support – Capital Outlay -- \$184,950 to Dell for Colleague program servers and \$28,450 to iFactory for the website redesign.

Protection, Health & Safety Projects

- Building D Air Handler/Chiller Replacement – waiting for installation of two valves that were added to the project;
- Campus-Wide Security Camera Upgrade – project is near completion. There were four change orders: #1 contractor to provide the work station computer; #2 additional utility work due to existing underground utilities; #3 for the purchase of a network switch that was outside of the bid specifications; and #4 was a credit for the return of the original network switches.
- Cultural Centre Accessibility Upgrades – project is near completion and in full use by College staff. A portion of this project is being paid with monies from the Boyle Estate.
- Exterior Stair Upgrades – project is substantially complete;
- Building E Air Handler/Chiller Replacement – construction is scheduled to begin in December 2018;
- Building C Air Handler/Chiller Replacement – asking Board to approve project.

Other Projects

- Slope and road work to alleviate drainage issues – work was complete the week of October 8;
- Barn Demolition – demolition will be the first step in a project covered by capital development funds with a 25 percent match by the College to build an agriculture equipment storage building.

Technology Projects

- Website redesign project – the CMS provider, OU Campus, has started to build out the actual webpages. Anticipated “go-live” date has been moved to mid-March 2019.
- Colleague servers are installed and data is being migrated. This will allow the new Student Planner software implementation to start. The program will be rolled out to new students registering for fall of 2019.
- Class and meeting room scheduling software, R25, is being upgraded to a cloud - based program. The current version is no longer supported by the software developer.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 October 31, 2018
 Unaudited

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Assets and Other Debits								
Cash and cash equivalents	\$ 6,772,534	\$ 1,092,429	\$ 178,552	\$ 605,697	\$ 184,942	\$ -	\$ -	\$ 8,834,154
Investments	7,582,784	9,785,737	639,063	248,000		-	-	18,255,584
Receivables								
Property taxes	9,484,466	2,181,721	-	-	-	-	-	11,666,187
Governmental claims	-	-	-	-	-	-	-	-
Tuition and fees	293,799	167,811	-	139,348	-	-	-	600,958
Due from other funds	744,943	-	-	-	-	-	-	744,943
Due to/from student groups	460,759	-	-	-	422	-	-	461,181
Bookstore inventories	-	-	-	537,788	-	-	-	537,788
Other assets	122,506	71,786	1,603	571	-	-	216,452	412,918
Fixed assets - net where applicable	-	-	-	36,277	-	60,156,595	-	60,192,872
Other debits								
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	12,755,691	12,755,691
Other Debits	<u>\$25,461,791</u>	<u>\$13,299,484</u>	<u>\$ 819,218</u>	<u>\$ 1,567,681</u>	<u>\$ 185,364</u>	<u>\$60,156,595</u>	<u>\$12,972,143</u>	<u>\$ 114,462,276</u>

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 October 31, 2018

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Liabilities								
Accounts payable	\$ 197,473		\$ -	\$ 12,529	\$ 6,995	\$ -	\$ -	\$ 216,997
Accrued salaries & benefits	1,328,551	19,417	-	14,498		-	-	1,362,466
Post-retirement benefits & other	128,627	-	-	-	-	-	-	128,627
Unclaimed property	2,079	1,986	-	-	27	-	-	4,092
Due to other funds	193,758	388,169	-	163,016		-	-	744,943
Due to student groups/deposits	1,841	-	-		178,342	-	-	180,183
Deferred revenue								-
Property taxes	4,743,959	1,091,261	-	-	-	-	-	5,835,220
Tuition and fees	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
OPEB Long term debt	-	-	-	-	-	-	12,972,143	-
Bonds Payable	-	-	-	-	-	-	-	-
Total liabilities	6,596,288	1,500,833	-	190,043	185,364	-	12,972,143	21,444,671
Equity and Other Credits								
Investment in general fixed assets	-	-	-	-	-	60,156,595	-	60,156,595
Contributed capital	-	-	-	-	-	-	-	-
Retained earnings	-	-	-	-	-	-	-	-
Fund balance								-
Reserved for restricted purposes	-	11,798,651	-	-	-	-	-	11,798,651
Reserved for debt service	-	-	819,218	-	-	-	-	819,218
Unreserved	18,865,503			1,377,638				20,243,141
Total equity and other credits	18,865,503	11,798,651	819,218	1,377,638	-	60,156,595	-	93,017,605
Total Liabilities, Equity and Other Credits	\$25,461,791	\$13,299,484	\$ 819,218	\$ 1,567,681	\$ 185,364	\$60,156,595	\$12,972,143	\$ 114,462,276

Student accounts receivable are adjusted on a monthly basis. However, taxes receivable and inventories are only adjusted at fiscal year end.

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Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2019 Revenues & Expenditures by Fund
 For the four months ended October 31, 2018
 10/31/2018

	Education	Operations & Maintenance	Operations & Maintenance	Bond & Interest	Working Cash	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 13,104,285	\$ 1,730,676	\$ 1,529,084	\$ 831	\$ 12,319	\$ 836,292	\$ 2,048,154	\$ 526,264	\$ 35,861	\$ 19,823,766
Actual Expenditures	(6,068,495)	(757,164)	(566,867)	-	-	(893,320)	(2,356,734)	(457,113)	(23,500)	(11,123,193)
Other Financing Sources (Uses)	(10,000)	-	-	-	-	-	10,000	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	7,025,790	973,512	962,217	831	12,319	(57,028)	(298,580)	69,151	12,361	8,700,573
Fund balances July 1, 2018 (est)	7,971,016	2,895,148	5,738,508	818,388	4,669,681	1,434,665	41,829	553,306	33,853	24,156,394
Fund balances October 31, 2018	\$ 14,996,806	\$ 3,868,660	\$ 6,700,725	\$ 819,219	\$ 4,682,000	\$ 1,377,637	\$ (256,751)	\$ 622,457	\$ 46,214	\$ 32,856,967

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Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the four months ended October 31, 2018

	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 8,006,010	\$ 7,807,669	97.5%	\$ 7,681,454	95.7%	\$ 8,026,700
Corporate Personal Property Replacement Tax	1,065,000	15,683	1.5%	127,398	11.6%	1,101,797
TIF Revenues	370,000	176,899	47.8%	263,046	71.9%	365,700
Total Local Government	<u>9,441,010</u>	<u>8,000,251</u>	84.7%	<u>8,071,898</u>	85.0%	<u>9,494,197</u>
State Government:						
ICCB Credit Hour Grant	1,301,458	572,560	44.0%	700,550	76.1%	920,000
Equalization	50,000	4,167	8.3%	16,667	33.3%	50,000
Career/Technical Education Formula Grant	200,000	-	0.0%	-	0.0%	195,000
Other	-	-	0.0%	-	-	-
Total State Government	<u>1,551,458</u>	<u>576,727</u>	37.2%	<u>717,217</u>	61.6%	<u>1,165,000</u>
Federal Government						
PELL Administrative Fees	7,300	-	0.0%	330	4.6%	7,215
Total Federal Government	<u>7,300</u>	<u>-</u>	0.0%	<u>330</u>	4.6%	<u>7,215</u>
Student Tuition and Fees:						
Tuition	6,925,880	3,946,805	57.0%	4,201,831	61.0%	6,882,640
Fees	862,025	472,381	54.8%	492,870	54.3%	906,850
Total Tuition and Fees	<u>7,787,905</u>	<u>4,419,186</u>	56.7%	<u>4,694,701</u>	60.3%	<u>7,789,490</u>
Other Sources:						
Public Service Revenue	287,000	60,587	21.1%	70,891	25.1%	282,109
Other	132,317	47,534	35.9%	37,285	31.4%	118,891
Total Other Sources	<u>419,317</u>	<u>108,121</u>	25.8%	<u>108,176</u>	27.0%	<u>401,000</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,206,990</u>	<u>\$ 13,104,285</u>	68.2%	<u>\$ 13,592,322</u>	72.1%	<u>\$ 18,856,902</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,125,944	2,470,159	30.4%	2,537,274	30.4%	8,348,942
Employee Benefits	1,760,576	440,889	25.0%	439,230	26.1%	1,680,827
Contractual Services	121,965	33,055	27.1%	22,781	12.1%	188,269
Materials & Supplies	417,890	86,975	20.8%	83,640	19.7%	424,327
Conference & Meeting Expenses	114,256	11,105	9.7%	8,345	8.6%	96,840
Fixed Charges	190,000	17,535	9.2%	132,036	67.0%	197,000
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,730,631</u>	<u>\$ 3,059,718</u>	28.5%	<u>\$ 3,223,306</u>	29.5%	<u>\$ 10,936,205</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the four months ended October 31, 2018

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
Academic Support:						
Salaries	\$ 923,210	\$ 249,686	27.0%	\$ 171,294	26.3%	\$ 652,484
Employee Benefits	138,002	36,346	26.3%	33,749	21.9%	154,279
Contractual Services	191,650	136,205	71.1%	154,913	80.5%	192,544
General Materials & Supplies	266,724	43,520	16.3%	70,592	30.8%	229,247
Conference & Meeting Expenses	11,075	1,890	17.1%	1,257	14.1%	8,920
Utilities	24,665	8,775	35.6%	8,775	37.0%	23,700
Capital Outlay	115,000	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,670,326</u>	<u>476,422</u>	28.5%	<u>440,580</u>	34.9%	<u>1,261,174</u>
Student Services:						
Salaries	1,308,889	401,179	30.7%	363,905	29.7%	1,225,294
Employee Benefits	342,482	93,141	27.2%	77,703	22.9%	338,817
Contractual Services	17,428	3,976	22.8%	2,180	25.0%	8,735
Materials & Supplies	68,377	12,610	18.4%	18,339	32.8%	55,972
Conference & Meeting Expenses	33,033	5,896	17.8%	5,360	20.4%	26,260
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,770,209</u>	<u>516,802</u>	29.2%	<u>467,487</u>	28.2%	<u>1,655,078</u>
Public Services/Continuing Education:						
Salaries	343,940	124,602	36.2%	97,725	24.7%	395,571
Employee Benefits	75,574	20,847	27.6%	13,737	19.7%	69,659
Contractual Services	209,000	119,794	57.3%	77,248	37.9%	203,900
Materials & Supplies	92,100	36,458	39.6%	28,849	33.1%	87,275
Conference & Meeting Expenses	19,950	5,167	25.9%	1,838	10.7%	17,150
Other	200	195	97.5%	360	70.6%	510
Total Public Services/Continuing Education	<u>740,764</u>	<u>307,063</u>	41.5%	<u>219,757</u>	28.4%	<u>774,065</u>
Institutional Support:						
Salaries	1,737,749	533,782	30.7%	504,062	28.0%	1,803,308
Employee Benefits	685,412	232,437	33.9%	235,190	36.9%	637,253
Contractual Services	609,340	378,442	62.1%	353,941	69.0%	513,288
Materials & Supplies	405,704	115,808	28.5%	130,163	29.8%	436,870
Conference & Meeting Expenses	62,755	10,902	17.4%	7,435	13.2%	56,480
Utilities	26,200	3,220	12.3%	3,200	12.1%	26,370
Capital Outlay	173,500	213,408	123.0%	-	0.0%	87,000
Other	9,400	(390)	-4.1%	(138)	-0.5%	29,400
Provision for Contingency	289,000	-	0.0%	-	0.0%	217,661
Total Institutional Support	<u>3,999,060</u>	<u>1,487,609</u>	37.2%	<u>1,233,853</u>	32.4%	<u>3,807,630</u>
Scholarships, Grants and Waivers	546,000	220,881	40.5%	235,656	47.2%	499,750
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 19,456,990</u>	<u>\$ 6,068,495</u>	31.2%	<u>\$ 5,820,639</u>	30.7%	<u>\$ 18,933,902</u>
INTERFUND TRANSFERS - NET	<u>\$ 250,000</u>	<u>\$ (10,000)</u>	-4.0%	<u>\$ (10,000)</u>	-13.0%	<u>\$ 77,000</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the four months ended October 31, 2018**

	<u>Annual Budget FY2019</u>	<u>Actual 10/31/18</u>	<u>Act/Budget 33.0%</u>	<u>Actual 10/31/17</u>	<u>Act/Budget 33.0%</u>	<u>Annual Budget FY2018</u>
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,243,160	\$ 1,216,194	97.8%	\$ 1,186,246	96.0%	\$ 1,236,300
Corporate Personal Property Replacement Tax	190,000	2,768	1.5%	22,482	12.0%	187,981
TIF	122,000	58,901	48.3%	87,476	71.7%	122,000
Total Local Government	<u>1,555,160</u>	<u>1,277,863</u>	82.2%	<u>1,296,204</u>	83.8%	<u>1,546,281</u>
State Government:						
ICCB Credit Hour Grant	228,542	101,040	44.2%	60,907	76.1%	80,000
Total State Government	<u>228,542</u>	<u>101,040</u>	44.2%	<u>60,907</u>	76.1%	<u>80,000</u>
Student Tuition and Fees:						
Tuition	728,480	307,819	42.3%	336,503	46.6%	722,820
Total Tuition and Fees	<u>728,480</u>	<u>307,819</u>	42.3%	<u>336,503</u>	46.6%	<u>722,820</u>
Other Sources:						
Facilities Revenue	138,941	31,485	22.7%	36,164	26.0%	138,941
Investment Revenue	16,000	11,617	72.6%	7,169	71.7%	10,000
Other	2,500	852	34.1%	723	-	-
Total Other Sources	<u>157,441</u>	<u>43,954</u>	27.9%	<u>44,056</u>	29.6%	<u>148,941</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	<u>\$ 2,669,623</u>	<u>\$ 1,730,676</u>	64.8%	<u>\$ 1,737,670</u>	69.6%	<u>\$ 2,498,042</u>
OPERATIONS & MAINTENANCE FUND EXPENDITURES						
Operations & Maintenance of Plant:						
Salaries	\$ 935,842	\$ 279,427	29.9%	\$ 250,040	0.0%	\$ 923,374
Employee Benefits	316,108	78,210	24.7%	69,316	0.0%	301,674
Contractual Services	219,000	52,016	23.8%	69,801	0.0%	242,276
General Materials & Supplies	291,970	59,313	20.3%	31,643	0.0%	225,070
Conference & Meeting Expenses	5,675	-	0.0%	30	0.0%	5,675
Fixed Charges	64,500	78,357	121.5%	79,799	0.0%	64,500
Utilities	752,500	180,021	23.9%	125,584	0.0%	733,413
Capital Outlay	83,000	5,875	7.1%	-	0.0%	-
Other	(63,000)	-	0.0%	-	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,605,595</u>	<u>733,219</u>	28.1%	<u>626,213</u>	0.0%	<u>2,432,982</u>
Institutional Support:						
Salaries	44,278	13,985	31.6%	13,044	0.0%	46,489
Employee Benefits	11,865	3,044	25.7%	4,246	0.0%	10,758
Contractual Services	720	2,491	346.0%	2,491	0.0%	750
Materials & Supplies	2,955	737	24.9%	2,033	0.0%	2,853
Fixed Charges	4,210	3,688	87.6%	4,210	100.0%	4,210
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>64,028</u>	<u>23,945</u>	37.4%	<u>26,024</u>	0.0%	<u>65,060</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	<u>\$ 2,669,623</u>	<u>\$ 757,164</u>	28.4%	<u>\$ 652,237</u>	0.0%	<u>\$ 2,498,042</u>

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Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the four months ended October 31, 2018

	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,488,019	\$ 1,514,229	101.8%	\$ 1,355,773	0.0%	\$ 1,545,381
State Government Sources	-	-	0.0%	-	0.0%	-
Investment Revenue	32,500	14,855	45.7%	11,996	0.0%	30,600
Other Revenue	250,000	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,770,519	1,529,084	86.4%	1,367,769	0.0%	1,575,981
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	3,656,726	566,867	15.5%	235,277	0.0%	1,500,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 3,656,726	566,867	15.5%	235,277	0.0%	1,500,000
INTERFUND TRANSFERS - NET	\$ -	\$ -		\$ -		\$ -
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ -	-	0.0%	\$ -	0.0%	-
Investment Revenue	1,600	831	51.9%	670	0.0%	3,200
TOTAL BOND & INTEREST FUND REVENUES	1,600	831	51.9%	670	0.0%	3,200
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	\$ -	-	0.0%	-	0.0%	-
Interest on Bonds	-	-	0.0%	-	0.0%	-
Fees	-	-	0.0%	-	0.0%	-
TOTAL BOND & INTEREST EXPENDITURES	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
WORKING CASH FUND						
Investment Revenue	\$ 35,000	\$ 12,319	35.2%	\$ 9,643	30.1%	\$ 32,000
TOTAL WORKING CASH REVENUES	35,000	12,319	35.2%	9,643	30.1%	32,000
Transfers In (Out)		\$ -	0.0%	\$ -		

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**Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the four months ended October 31, 2018**

AUXILIARY ENTERPRISES FUND	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
Service Fees	\$ 1,801,765	\$ 833,937	46.3%	\$ 938,338	41.4%	\$ 2,268,600
Other Revenue	3,940	2,086	52.9%	1,748	0.0%	5,700
Investment Revenue	4,500	269	6.0%	589	21.0%	2,800
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	1,810,205	836,292	46.2%	940,675	41.3%	2,277,100

AUXILIARY ENTERPRISES FUND	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
Salaries	\$ 313,439	93,001	29.7%	97,996	30.5%	321,509
Employee Benefits	70,294	15,913	22.6%	16,029	23.9%	67,134
Contractual Services	64,831	31,069	47.9%	26,588	53.3%	49,922
Materials & Supplies	1,441,412	720,515	50.0%	867,039	47.7%	1,817,195
Conference & Meeting	24,855	10,048	40.4%	10,239	39.5%	25,909
Fixed Charges	51,300	22,774	44.4%	8,126	20.3%	40,075
Capital Outlay/Depreciation	1,322	-	0.0%	-	0.0%	19,832
Other	103,000	-	0.0%	64	0.1%	103,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,070,453	893,320	43.1%	1,026,081	42.0%	2,444,576

Transfer In (Out)	\$ (198,586)	\$ -	0.0%	\$ -	0.0%	\$ (25,586)
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RESTRICTED PURPOSES FUND	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
State Government Sources	\$ 280,032	\$ -	0.0%	-	0.0%	\$ 292,545
Federal Government Sources	4,876,221	2,046,928	42.0%	2,273,082	47.0%	4,839,519
Nongovernmental gifts or grants	-	-	0.0%	10,220	0.0%	-
Other Revenue	88,500	1,226	1.4%	2,079	6.1%	34,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	\$ 5,244,753	2,048,154	39.1%	2,285,381	44.2%	5,166,064

RESTRICTED PURPOSES FUND	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
Instruction:						
Salaries	\$ 375,521	\$ 101,670	27.1%	97,466	21.5%	454,373
Employee Benefits	144,268	30,758	21.3%	29,689	23.0%	129,112
Contractual Services	25,090	631	2.5%	2,103	8.3%	25,260
Materials & Supplies	110,679	23,252	21.0%	17,692	59.1%	29,946
Conference & Meeting	34,409	12,834	37.3%	6,158	33.0%	18,660
Utilities	1,250	464	37.1%	463	0.0%	2,500
Other	-	-	0.0%	-	0.0%	-
Total Instruction	\$ 691,217	\$ 169,609	24.5%	\$ 153,571	23.3%	\$ 659,851

Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the four months ended October 31, 2018

	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
RESTRICTED PURPOSES FUND						
Student Services						
Salaries	\$ 192,097	\$ 58,889	30.7%	56,846	30.2%	188,414
Employee Benefits	71,188	17,515	24.6%	16,782	24.0%	69,834
Contractual Services	3,500	4,980	142.3%	4,539	181.6%	2,500
Materials & Supplies	5,787	9,469	163.6%	10,986	185.4%	5,926
Conference & Meeting	6,500	2,539	39.1%	1,823	22.9%	7,978
Tuition Waivers (TRiO Grant)	20,000	21,450	107.3%	14,380	89.9%	16,000
Total Student Services	<u>299,072</u>	<u>114,842</u>	38.4%	<u>105,356</u>	36.2%	<u>290,652</u>
 Institutional Support						
Salaries (Federal Work Study)	\$ 95,683	\$ 22,810	23.8%	\$ 20,134	25.0%	\$ 80,632
Total Institutional Support	<u>95,683</u>	<u>22,810</u>	23.8%	<u>20,134</u>	25.0%	<u>80,632</u>
 Student grants and waivers (PELL & SEOG)	<u>4,165,281</u>	<u>2,049,473</u>	49.2%	<u>2,180,965</u>	52.6%	<u>4,142,929</u>
 TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 5,251,253</u>	<u>\$ 2,356,734</u>	44.9%	<u>\$ 2,354,670</u>	45.5%	<u>\$ 5,174,064</u>
 Transfer In (Out)	<u>\$ 10,000</u>	<u>\$ 10,000</u>	100.0%	<u>\$ 10,000</u>	100.0%	<u>\$ 10,000</u>
	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
AUDIT FUND						
Local Government Sources	\$ 37,928	\$ 35,819	94.4%	\$ 35,286	91.7%	\$ 38,480
Investment Revenue	80	42	52.5%	45	56.3%	80
TOTAL AUDIT FUND REVENUES	<u>38,008</u>	<u>35,861</u>	94.4%	<u>35,331</u>	91.6%	<u>38,560</u>
 AUDIT FUND						
Contractual Services	<u>37,300</u>	<u>23,500</u>	63.0%	<u>17,250</u>	47.3%	<u>36,500</u>
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 37,300</u>	<u>\$ 23,500</u>	63.0%	<u>\$ 17,250</u>	47.3%	<u>\$ 36,500</u>

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Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the four months ended October 31, 2018

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2019	Actual 10/31/18	Act/Budget 33.0%	Actual 10/31/17	Act/Budget 33.0%	Annual Budget FY2018
Local Government Sources	\$ 826,509	\$ 526,022	63.6%	\$ 650,317	0.0%	\$ 751,210
Investment Revenue	6,000	242	4.0%	-	0.0%	9,500
Other	-	-	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	832,509	526,264	63.2%	650,317	85.5%	760,710
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Student Services						
Salaries	102,355	29,382	28.7%	27,346	-	109,334
Employee Benefits	26,286	7,520	28.6%	7,036	-	25,832
Contractual Services	22,500	495	2.2%	9,690	-	11,000
Materials & Supplies	650	134	20.6%	296	-	-
Total for Student Services	151,791	37,531	24.7%	44,368	-	146,166
Operations & Maintenance of Plant						
Contractual Services	\$ 502,800	\$ 132,935	26.4%	\$ 131,982	24.1%	\$ 547,700
Material & Supplies	200	42	21.0%	26	14.9%	175
Utilities	450	138	30.7%	103	20.6%	500
Capital Outlay	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	\$ 503,450	\$ 133,115	26.4%	\$ 132,111	24.1%	\$ 548,375
Institutional Support						
Salaries	\$ 68,917	\$ 21,259	30.8%	\$ 24,097	0.0%	\$ 76,673
Employee Benefits	214,823	3,506	1.6%	3,788	0.0%	206,121
Contractual Services	40,500	11,508	28.4%	28,734	0.0%	19,500
Materials & Supplies	5,000	-	0.0%	-	0.0%	200
Conference & Meeting	500	-	0.0%	470	0.0%	2,000
Fixed Charges	297,000	250,194	84.2%	291,493	110.2%	264,500
Capital Outlay	-	-	0.0%	6,680	0.0%	-
Other	-	-	0.0%	75,000	0.0%	-
Total Institutional Support	626,740	286,467	45.7%	430,262	75.6%	568,994
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,281,981	\$ 457,113	35.7%	\$ 562,373	44.5%	\$ 1,263,535

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Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
All Funds - By Budget Officer
10/31/2018
Unaudited

<u>Department</u>	<u>Annual Budget FY2019</u>	<u>Actual FY2019</u>	<u>Act/Budget 33.0%</u>	<u>Explanation</u>
President	\$ 341,407	\$ 108,685	31.8%	
Board of Trustees	14,750	6,743	45.7%	Paid first half of ICCTA annual dues
Community Relations	416,182	115,436	27.7%	
Continuing Education	740,764	315,334	42.6%	Several continuing education trips since July 1, 2018
Facilities	6,315,321	1,300,685	20.6%	
Information Technologies	2,146,368	975,102	45.4%	Purchased Colleague servers; Website redesign;
Academic Affairs	252,363	64,910	25.7%	
Academic Affairs (AVPCE)	644,917	138,731	21.5%	
Adult Education	447,165	128,055	28.6%	
Learning Resources -	1,231,673	356,245	28.9%	
Career & Tech Education Division	2,191,125	568,975	26.0%	
Natural Science & Business Division	3,109,589	918,215	29.5%	
Humanities & Fine Arts/Social Science Division	3,318,464	976,359	29.4%	
Health Professions Division	1,717,616	500,088	29.1%	
Admissions & Records	367,560	95,815	26.1%	
Counseling	553,068	176,797	32.0%	
Student Services	250,736	75,574	30.1%	
Financial Aid	4,649,462	2,187,330	47.0%	Financial aid for fall semester
Career Services	39,671	10,361	26.1%	
Athletics	285,212	106,214	37.2%	
TRiO (Student Success Grant)	299,072	114,842	38.4%	
Campus Security	500,150	132,330	26.5%	
Business Services/General Institution	1,074,183	367,439	34.2%	
Risk Management	630,040	287,253	45.6%	FY19 insurance premiums paid
Tuition Waivers	546,000	220,879	40.5%	
Purchasing	116,616	34,443	29.5%	
Human Resources	129,583	36,212	27.9%	
Bookstore	1,638,940	759,747	46.4%	Fall and spring inventory purchases
Shipping & Receiving	64,028	23,945	37.4%	
Copy Center	103,301	20,449	19.8%	
Total FY19 Expenditures	\$ 34,135,326	\$ 11,123,193	32.6%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended October 31, 2018

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 4,362,293.53	\$ 884,023.95	\$ 552,800.22	\$ 178,552.42	\$ 281,513.47	\$ (424,552.28)	\$ 367,003.02	\$ 44,765.49	\$ 223,053.99	\$ 28,960.98	\$ 6,498,414.79
Total Receipts	1,164,824.37	172,038.47	158,174.69	-	65,822.25	-	-	3,757.08	56,141.86	17,441.72	1,638,200.44
Total Cash	5,527,117.90	1,056,062.42	710,974.91	178,552.42	347,335.72	(424,552.28)	367,003.02	48,522.57	279,195.85	46,402.70	8,136,615.23
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	1,540,760.88	139,553.83	-	-	314,822.69	89,045.00	-	-	-	1,151.60	2,085,334.00
Expenditures	(1,505,289.12)	(195,560.18)	(109,487.60)	-	(169,698.23)	(87,688.44)	-	(23,500.00)	(52,270.94)	-	(2,143,494.51)
ACCOUNT BALANCE	5,562,589.66	1,000,056.07	601,487.31	178,552.42	492,460.18	(423,195.72)	367,003.02	25,022.57	226,924.91	47,554.30	8,078,454.72
Deposits in Transit	(162.30)										(162.30)
Outstanding Checks	370,020.79										370,020.79
BANK BALANCE	5,932,448.15	1,000,056.07	601,487.31	178,552.42	492,460.18	(423,195.72)	367,003.02	25,022.57	226,924.91	47,554.30	8,448,313.21
Certificates of Deposit	-	-	2,700,000.00	500,000.00	248,000.00	-	3,368,916.47	-	100,000.00	-	6,916,916.47
Illinois Funds	5,431,231.40	2,316,758.99	1,813,458.10	139,063.41	-	263,038.83	923,738.47	2,376.39	46.06	-	10,889,711.65
Bldg Reserve-ILLFund			1,111,145.96								1,111,145.96
Total Investment	\$ 5,431,231.40	\$ 2,316,758.99	\$ 5,624,604.06	\$ 639,063.41	\$ 248,000.00	\$ 263,038.83	\$ 4,292,654.94	\$ 2,376.39	\$ 100,046.06	\$ -	\$ 18,917,774.08

LaSalle State Bank	\$ 33,299.24
Midland States Bank	8,415,013.97
	<u>\$ 8,448,313.21</u>

Respectfully submitted,


 Kathy Ross
 Controller

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
October 31, 2018

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
10/31/2018						200,000		200,000	CB	1.45%	1.45%	ZB Bank
11/1/2018						200,000		200,000	CB	1.45%	1.45%	Goldman Sachs
11/1/2018						200,000		200,000	CB	1.45%	1.45%	Discover
11/1/2018						200,000		200,000	CB	1.45%	1.45%	Safra National
11/7/2018						200,000		200,000	CB	1.45%	1.45%	Beal Bank USA
11/7/2018						151,916		151,916	MB	1.10%	1.10%	915192
4/13/2019			500,000	500,000				1,000,000	CTB	1.50%	1.51%	105233
4/16/2019			200,000					200,000	HNB	2.00%	2.01%	600092
7/13/2019			1,000,000					1,000,000	MB	2.00%	2.01%	16776
7/22/2019							100,000	100,000	MB	2.00%	2.01%	16783
10/26/2019			1,000,000					1,000,000	MB	2.55%	2.58%	16716
5/4/2020						245,000		245,000	MBS	2.70%	2.70%	Morgan Stanley PVT
5/4/2020						245,000		245,000	MBS	2.75%	2.75%	CitiBank NA
5/4/2020						245,000		245,000	MBS	2.70%	2.70%	Israel Discount Bank
5/4/2020						245,000		245,000	MBS	2.75%	2.75%	Morgan Stanley NA
5/20/2020					248,000			248,000	MBS	2.05%	2.05%	American Express
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	American Express
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	Capital One
7/19/2022						247,000		247,000	MBS	2.25%	2.25%	Discover Bank
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Capital One
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Wells Fargo
Total CD	-	-	2,700,000	500,000	248,000	3,368,916	100,000	6,916,916				

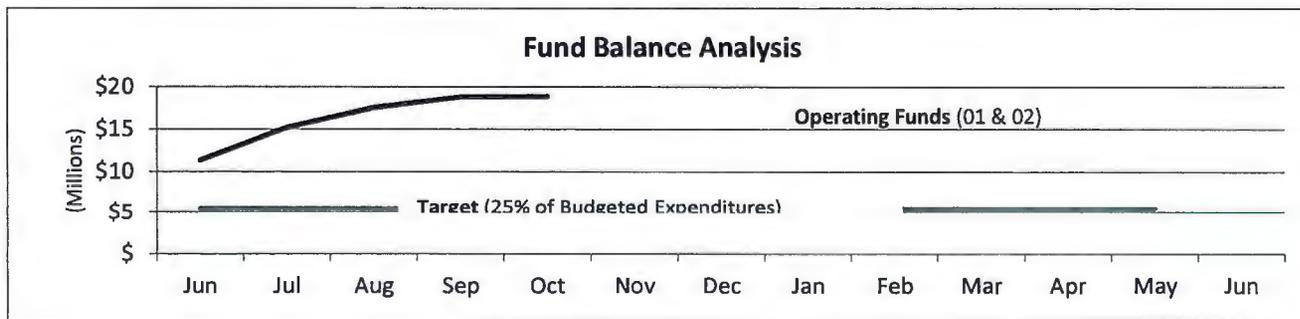
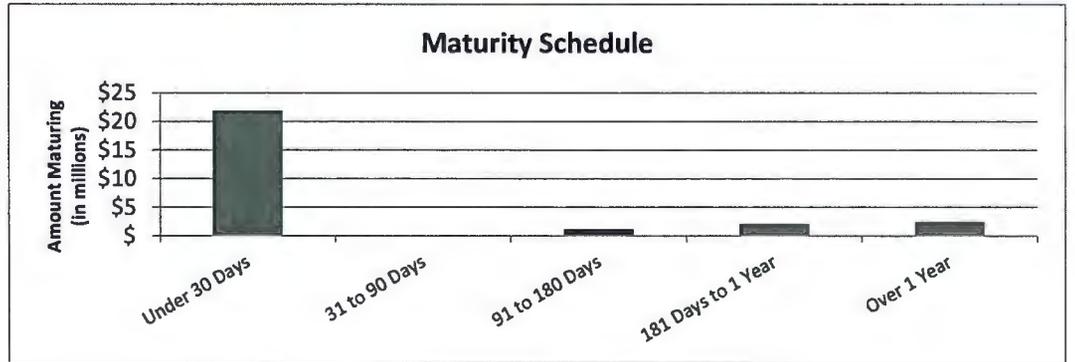
CB	Commerce Bank	LSB	LaSalle State Bank	MBS	Multi-Bank Securities, Inc.
CTB	Central Bank	MB	Marseilles Bank	MSB	Midland States Bank
HNB	Hometown National Bank				

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**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
October 31, 2018**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	32.1%	\$ 8,866,514	0.35%
Financial Aid Account	0.1%	41,426	0.35%
Certificates of Deposit	25.0%	6,916,916	2.08%
Illinois Investment Pool	42.8%	11,835,651	2.17%
Total	100.0%	\$ 27,660,507	1.51%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 10,724,505	-	-	\$ 10,724,505	39%
IL Funds -Building	1,111,146			\$ 1,111,146	4%
Midland States Bank	-		8,659,649	\$ 8,659,649	31%
Midland States Bank			41,426	\$ 41,426	0%
LaSalle State Bank	-	-	22,957	22,957	0%
Central Bank	-	1,000,000	-	1,000,000	4%
Commerce Bank	-	1,000,000	-	1,000,000	4%
Hometown Bank	-	200,000	-	200,000	1%
Multi Bank Securities	-	2,465,000	-	2,465,000	9%
Heartland Bank	-	-	183,908	183,908	1%
Marseilles Bank	-	2,251,916	-	2,251,916	8%
	\$ 11,835,651	\$ 6,916,916	\$ 8,907,940	\$ 27,660,507	100%



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**\$5,000 and Over Disbursements
10/01/18 - 10/31/18**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
744969	10/03/18	0215643	Total Automation Concepts, Inc.	\$ 29,739.60	Campus Wide Security Upgrade*
745002	10/03/18	0181795	G4S Secure Solutions (USA) Inc.	9,482.86	Security Services (9/17/18-09/23/18)
745058	10/03/18	0128401	Vanguard Contractors, Inc.	79,748.00	Exterior Stair Upgrades,*Cultural Centre Access Upgrade*
ACH	10/04/18		Internal Revenue Service	74,690.97	Federal Payroll Taxes (10/04/18)
ACH	10/04/18		Illinois Department of Revenue	24,518.20	State Payroll Taxes (10/04/18)
ACH	10/04/18		VALIC Retirement Services	10,611.46	403(b) & 457(b)Payroll (10/04/18)
745073	10/04/18	0082897	SURS	51,176.40	Payroll (10/04/18)
ACH	10/04/18		CCHC	243,796.97	Health Insurance (October)
745099	10/10/18	0001369	Ameren Illinois	18,593.41	Electricity (08/09/18-09/10/18)
745158	10/10/18	0201804	Wipfli LLP	23,500.00	Audit
ACH	10/11/18		American Express	135,073.45	Credit Card Purchases (September)
745207	10/17/18	0214499	Constellation NewEnergy, Inc.	31,542.21	Electricity (08/09/18-09/08/18)
745210	10/17/18	0209567	Delta Dental of Illinois	12,294.15	Dental Insurance (September)
745215	10/17/18	0181795	G4S Secure Solutions (USA) Inc.	9,568.31	Security Services (9/24/18-09/30/18)
745227	10/17/18	0079038	IVCC Student Activity	65,908.87	Student Activity Fees
745228	10/17/18	0079038	IVCC Student Activity	5,631.00	Short Term Loan Repay
745251	10/17/18	0053392	NILIE	5,000.00	PACE Survey
745281	10/17/18	0001927	Walter J Zukowski & Associates	6,833.25	Legal Services
ACH	10/18/18		Internal Revenue Service	60,627.13	Federal Payroll Taxes (10/18/18)
ACH	10/18/18		Illinois Department of Revenue	21,703.65	State Payroll Taxes (10/18/18)
ACH	10/18/18		VALIC Retirement Services	10,596.94	403(b) & 457(b)Payroll (10/18/18)
745293	10/18/18	0082897	SURS	45,699.78	Payroll (10/18/18)
745401	10/24/18	0212686	Scenario Learning, LLC	8,154.00	Subscription Title IX Training
745403	10/24/18	0001331	Springfield Electric Supply	5,874.60	Welding Shop Additions
745408	10/24/18	0001450	Thyssenkrupp Elevator Corporation	6,926.85	Elevator Maintenance/Repair
ACH	10/29/18		Prudential	5,240.95	Life Insurance (November)
				\$1,002,533.01	

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 09/29/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alvin, Stephen R	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$257.88	011120650051310			
Antle, Tracey Ann	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$187.17	011420730051310			
Arbuckle, Dennis Wayne	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$253.12	027210472051710			
Arbuckle, Kathleen Ann	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$253.12	027210472051710			
Ault, Richard L	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$173.64	011120570051310			
Ault, Richard L	MUP 2025 01	08/27/18	09/18/18	09/29/18	OV	\$133.00	011120650051340			
Avila, Shante De'l	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$148.41	018240082051610			
Baker, Karol Lynn	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$248.08	027210472051710			
Baker, Kathryn June	Beginning Word 2016	09/10/18	10/01/18	10/13/18	ST	\$420.00	014110394151320	CEU-4028-639	Beginning Word 2016	
Baracani, Del Geno	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$250.60	027210472051710			
Batson-Turner, Jean	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$170.31	011220650051310			
Beard, Sandra J	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$254.88	011120116051610			
Beem, Jessica Anne	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$113.76	014110394151620			
Bennett-Campbell, Bonnie L	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$559.20	011120116051110			
Beyer, Jason Adam	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$280.86	011120650051310			
Biagi, Dorothy A	Breads With Dee	09/25/18	09/25/18	09/29/18	ST	\$220.00	014110394151320	HLR-3204-309	Breads With Dee	
Bias, Timothy John	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$202.62	011320410051310			
Biers, Becky Lynn	FY19 Retro Pay	08/18/18	08/18/18	09/29/18	MI	\$106.64	013130030751620			
Bishop, Diane	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$87.85	011120110051620			
Black, Mary A	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$200.18	011520570051310			
Black, Wesley Taylor	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$292.98	011120570051310			
Bland, Tonya R	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$236.60	027210472051710			
Blaydes, Christine Ann	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$172.62	011420730051310			
Boehm, Matthew Allen	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$252.00	011120650051210			
Bolelli, Joseph August	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$294.80	027110471051710			
Brolley, Francis Raymond	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$464.04	018310183051210			
Brolley, Vincent Depaul	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$263.43	011120650051310			
Bromann, Katrina A	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$64.26	012120321251220			
Brown, Ida L	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$225.47	013430031051610			
Bruch, Anna Marie Faletti	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$170.76	011420730051310			
Bubb, Jennifer Lee	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$160.74	011520650051310			
Buck, Catherine Margaret	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$68.20	014110394151220			

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Stipends For Pay Period 09/29/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Burns, Carey Ann	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$183.31	018310183051610			
Caley Opsal, Susan Mary	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$269.07	011120570051310			
Carbone, Lori Jean	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$112.31	011120110051620			
Carboni, Michelle Lynn	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$323.34	018440568051210			
Cardosi, Cynthia A	FY19 Retro Pay	08/19/18	09/29/18	09/29/18	MI	\$167.99	063230530151210			
Carey, Lauri L	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$292.98	011120570051310			
Carey, Lori Ann	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$250.60	027210472051710			
Carlson, Jackie L	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$168.22	056240262051610			
Carranco, Theresa L	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$195.80	011320410051610			
Catalina, Lauren K	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$349.62	056240262051210			
Chaffee, Candice Sue	New Approach to Stress & Life	09/19/18	09/19/18	09/29/18	ST	\$500.00	014110394151320	CPD-3244-09	New Approach To Stress & Life	
Chapman, Carolyn Ann	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$312.72	018240082051210			
Cinotte, Lori Maret	SURS Retro Pay	08/20/16	09/29/18	09/29/18	MI	\$3,293.00	011120650051310			
Cinotte, Lori Maret	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$327.57	011120650051310			
Colon, Carmen M	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$95.76	013130030751620			
Cook Fesperman, Amanda Paulin	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$274.62	011120650051310			
Corrigan, Janice Marie	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$139.76	018610293051620			
Cottingim, Timothy Michael	FY19 Retro Pay	08/06/18	09/29/18	09/29/18	MI	\$10.18	056430360551900			
Cottingim, Timothy Michael	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$67.82	056430360551900			
Crawley, Heather A	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$172.12	012420395351220			
Credi, Crystal Lynne	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$216.00	013830030051610			
Curley, Dewey Scott	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$501.90	027810480051110			
Data, Dorene Marie	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$165.24	011320410051310			
Davey, Barbara Ann	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$80.84	012120321251620			
Day, Judy G	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$295.14	018110081051210			
Dodge, David Alan	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$47.51	018310183051620			
Dunlap, Angela Jane	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$238.20	012920322251210			
Dunlap, Christopher Ray	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$461.58	018810995051110			
Ebner-Landgraf, Tammy L	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$200.19	011220650051310			
Elias, Gina Rae	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$211.95	011320410051310			
Escatel, Sara	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$295.92	061620296351210			
Fahning, Julie Ann	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$64.05	013920322251520			

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Stipends For Pay Period 09/29/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Fesperman, Jeffrey Norris	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$285.12	011120570051310			
Fitzpatrick, Ashlee Lauren	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$86.67	013130030751620			
Fitzpatrick, Sara Elizabeth	Classic French Cuisine	09/18/18	09/18/18	09/29/18	ST	\$150.00	014110394151320			
Forbes, Maria Kay	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$248.92	027210472051710			
Forst, Jean	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$217.38	011120650051310			
Fox, Amber Rae	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$180.81	011220570051310			
Frahm, Jeannette Michelle	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$279.00	011120110051210			
Francisco, Marjorie Lynn	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$299.31	011420730051310			
Franklin, Jeannie Elizabeth	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$221.03	018240082051610			
Freed, Timothy Daniel	Cooking With Cast Iron	09/12/18	09/12/18	09/29/18	ST	\$275.00	014110394151320			
Gibson, James A	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$195.93	011320410051310			
Gillio, Steve Anthony	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$248.92	027210472051710			
Gonzalez, Amber Lee	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$163.55	018810595051610			
Goode, Jason Reynolds	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$22.85	056430360151900			
Goode, Jason Reynolds	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$152.15	056430360151900			
Gregorich, Karen L	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$446.40	013830030051610			
Groleau, Ronald W	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$553.86	011120570051110			
Grzybowski, Mark James	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$495.79	013830030051110			
Hallock, Paula L	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$146.10	018440184051620			
Hamilton, Nora Beth	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$289.95	011420730051310			
Harding, Suzanne	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$580.81	056430361451610			
Hardy, Tina	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$303.90	123820352551510			
Hartford, Carmen Nichole	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$169.02	011120570051310			
Hartman, Bruce Charles	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$414.48	011320410451510			
Hartwig, Paul	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$294.80	027110471051710			
Hartwig, Paul	Clothing Allowance	09/17/18	09/29/18	09/29/18	TF	\$140.00	027110471052900			
Hejl, Jill Ellen	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$195.15	018240082051610			
Helson, Cory	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$93.96	028440378051620			
Herman, Christopher W	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$207.42	056430360251900			
Herman, Christopher W	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$165.22	056430360251900			
Hermes, Kevin Michael	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$193.51	011220570051310			
Herout, Kimberly Ruth	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$194.15	013430031051610			

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Stipends For Pay Period 09/29/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Hess, Patrice Marie	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$213.48	012220322251110			
Hodgson, Laura Ann	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$145.38	011420730051310			
Hofer, Leslie Ann	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$375.00	018440184051110			
Hogue, Julie Ann	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$414.96	011420730051210			
Hunter, Robert Laurence	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$368.32	012410595051210			
Jackson, Vicky L	FY19 Retro Pay	07/01/11	08/18/18	09/29/18	MI	\$56.80	011120110051620			
Jasiek, Bonnie	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$179.64	014810342051610			
Johannsen-Talsky, Karen K	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$80.87	011120570051620			
Johll, Matthew	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$299.31	011120570051310			
Johnson, LeeAnn	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$530.64	011120570051310			
Kettman, Maryann	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$160.14	018240082051610			
Killian, Melissa J	FY19 Retro Pay	08/01/18	08/18/18	09/29/18	AD	\$35.02	013230030851540			
Killian, Melissa J	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$152.64	013230030851510			
King, Keith Robert	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$200.19	011120570051310			
King, Stephanie Marie	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$246.00	012120321251210			
Klieber, Tracie Marie	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$127.51	011120570051520			
Klopcic, Elizabeth Ann	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$205.50	011120650051310			
Knoblauch, Heather Anne	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$205.71	011420730051310			
Knowlton, Amber Sue	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$187.17	011420730051310			
Koehler, Kimberly Ann	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$272.10	014110394151210			
Kosciewicz, Sandra K	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$206.40	056940569051610			
Koudelka, Arthur Edward	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$231.00	011320410051310			
Kreiser, Diane Marie	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$230.40	018240082051610			
Kuester, David A	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$276.12	011120650051310			
La Varier, Nicole M	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$49.00	013920322251520			
Lane, Diane Marie	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$317.34	018810595051210			
Lange, Shane Wilson	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$412.62	011320410051110			
Leadingham, Paul	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$142.14	011320410051310			
Lee, Tracy Denise	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$186.00	011120650051310			
Lesman, Emily Elizabeth	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$174.81	011520570051310			
Lewis, Erin Rhae	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$75.96	013920322251520			
Liss, Mary B	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$141.46	011320410451620			

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Stipends For Pay Period 09/29/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Lock, Cynthia Marie	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$388.80	061620269051610			
Lockwood, DawnAnne	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$136.70	012220322251220			
Lockwood, Kirk D	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$269.07	011120650051310			
Loveland, Aseret N	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$261.90	013130030751210			
Mammano, Pamela M	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$221.07	011420730051310			
Mangold, Richard F	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$276.12	011120650051310			
Martyn, Susan Lynn	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$102.80	061620298051620			
Mazzorana, Steven John	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$259.62	018810595051210			
McNally, Dava Marie	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$119.34	018240082051620			
Mercer, Jon Scott	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$246.40	027210472051710			
Merkel, Marlene Kay	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$230.40	011120650051610			
Mertes, Anthony R	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$230.23	011320410451520			
Meyer, Lacey Jade	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$40.90	013920322251520			
Milota, Julie Kristine	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$10.46	056430360851900			
Milota, Julie Kristine	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$69.54	056430360951900			
Minnick, Michael Robert	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$294.80	027310473051710			
Monroe, Susan Marie	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$242.79	011120116051210			
Moore, Lynn Ann	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$205.11	013130030751610			
Morgensen, Sarah Elizabeth	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$163.20	028440378051610			
Moriarity, Brittney Lee	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$15.27	056430360351900			
Moriarity, Brittney Lee	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$101.73	056430360351900			
Moskalewicz, James P	FY19 Retro Pay	08/01/18	08/18/18	09/29/18	AD	\$134.96	013230030851540			
Moskalewicz, James P	SURS Retro Pay	08/20/16	09/29/18	09/29/18	MI	\$7,347.00	013230030851510			
Moskalewicz, James P	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$490.86	013230030851510			
Mott, Willard D	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$531.00	011320570051310			
Myers, Taylor Marie	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$169.02	011420730051310			
Nauman, Josh T	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$15.27	056430360251900			
Nauman, Josh T	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$101.73	056430360251900			
Newell, Leonard Steven	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$15.27	056430360151900			
Newell, Leonard Steven	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$101.73	056430360151900			
Niessner, James E	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$241.86	012410595451210			
Norem, Jane	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$58.88	012120321251220			

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Stipends For Pay Period 09/29/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Oldaker, Adam Gregory	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$193.74	011120650051310			
Olesen, Jared Jeffrey	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$204.00	011120650051310			
Olivero, Luke C	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$232.68	061620269051210			
Ortiz, Marie Yvonne	FY19 AY18	07/01/18	08/18/18	09/29/18	MI	\$27.54	018640091051620			
O'Shea, Dennis Patrick	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$252.28	027210472051710			
Overocker, Quintin M	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$363.24	013130030751110			
Pecherek, Michael John	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$285.12	011120650051310			
Phillips, Michael Alan	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$269.07	011120570051310			
Pittman, Laurie Sue	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$211.20	018440568051610			
Polte, Erin Riley	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$21.27	056430361151900			
Polte, Erin Riley	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$141.73	056430361151900			
Popurella, Sheryl L	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$142.56	012120321251620			
Pratt, Jamie Lee	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$86.40	061620269051610			
Prine, Renee Marie	FY19 Retro Pay	08/01/18	08/18/18	09/29/18	AD	\$74.90	013230030851540			
Prine, Renee Marie	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$208.74	013230030851510			
Ptak, Thomas John	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$26.75	056430360351900			
Ptak, Thomas John	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$178.25	056430360351900			
Pumo, Deborah J	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$265.95	011420730051310			
Quincer, Mark Stephen	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$276.04	027110471051710			
Radek, Kimberly M	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$278.79	011120650051310			
Ragazincky, Polly Ann	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$172.98	011420730051610			
Rambo, Randy R	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$257.88	011120650051310			
Reese, Robert C	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$285.12	011220570051310			
Robinson, Delores	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$274.62	011120650051310			
Ross, Kathryn M	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$459.90	018240082051110			
Ruda, Anthony J	SURS Retro Pay	08/20/16	09/29/18	09/29/18	MI	\$5,065.00	011120570051310			
Ruda, Anthony J	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$320.22	011120570051510			
Safranske, Sandra Kay	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$252.28	027210472051710			
Sarsah, Dominic K	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$265.74	011120570051310			
Sarver, Gregory Stephen	LC Driver Improvement	09/19/18	09/19/18	09/29/18	ST	\$150.00	014110394251320	CDV-6000-319	LC Driver Improvement	
Schenck, Ryan Christian	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$96.60	012410595051210			
Scheri, Jennifer C	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$420.72	014810342051210			

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Stipends For Pay Period 09/29/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Schiffman, Robyn L	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$430.56	011120650051110			
Schmitt, Richard J	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$25.84	011320410451520			
Schroeder, Eric Steven	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$185.31	011120570051310			
Schultz, Eugene Carl	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$288.10	027110471051710			
Schultz, Eugene Carl	Clothing Allowance	09/25/18	09/29/18	09/29/18	TF	\$140.00	027210472052900			
Scoma, Diane Marie	FY19 Retro Pay	08/19/18	09/29/18	09/29/18	MI	\$153.12	063230530151210			
Scully, Terumi	FY19 Retro Pay	09/01/18	09/29/18	09/29/18	MI	\$16.24	063230530151620			
Seeger, Andrew P	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$231.81	011120650051310			
Seghi, Heather Nicole	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$181.86	011420410051310			
Serafini, Daniel J	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$198.81	011120570051310			
Serafini, Richard Joseph	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$193.14	011220570051310			
Serrano Garcia, Mariela	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$10.18	056430361151900			
Serrano Garcia, Mariela	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$67.82	056430361151900			
Sessler, Ronald Eugeue	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$69.55	011320410451520			
Skoflanc, Michael H	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$114.95	011120570051520			
Smith, Gerilynn	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$384.00	027810480051610			
Smith, Mary Helen	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$146.18	012220322251220			
Smith, Sara E	Food Service Sanitation	09/10/18	09/20/18	09/29/18	ST	\$600.00	014110394151320	CEU-1503-639	Food Service Sanitation	
Sorenson, Gabriella Loren	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$658.57	056240262051610			
Sowers, Jennifer Lynn	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$230.70	014210331051210			
Spanbauer, Jeffrey A	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$257.31	011120650051310			
Sramek, Katherine Lynn	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$230.76	013130030751610			
Stash, Janna Lee	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$168.05	012410595051210			
Story, Michelle M	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$142.14	011320410051310			
Suerth, Matthew Paul	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$423.24	018710585051210			
Sweger, Ryan Richard	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$49.36	027210472051720			
Swiskoski, Donna J	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$216.00	018610293051610			
Talsky, Gary F	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$316.62	012410595451210			
Templeton, Erin Marie	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$98.24	012220322251620			
Tomasson, Cory J	FY19 Retro Pay	08/05/18	09/29/18	09/29/18	MI	\$619.71	056430360751900			
Tomasson, Cory J	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$306.14	013830030051900			
Tomasson, Cory J	FY19 Increase	09/29/18	06/22/19	06/22/19	ST	\$198.27	056430360751900			

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Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Trager, Sarah K	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$258.90	013920322251510			
Tunnell, Thomas D	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$292.98	011120570051310			
Urban-Bollis, Jill L	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$292.98	011120650051310			
Villarreal, Nora Lynn	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$193.50	011120650051310			
Waligora, Walter Richard	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$307.52	018810595051210			
Walker, Charles Alan	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$104.62	011320410451520			
Wallin, Terry E	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$323.16	018810595051210			
Watson, Dawn	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$120.00	018120080051610			
Whaley, Frances A	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$313.76	012120321251210			
Wiggins, Dawn M	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$257.31	011120570051310			
Williamson, Patricia A	FY19 Retro Pay	06/24/18	08/18/18	09/29/18	MI	\$440.10	013430031051110			
Wilson, Reed J	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$212.52	018110081051220			
Witalka, Lisa A	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$187.20	013230067051610			
Woods, Amy Nichole	FY19 Retro Pay	07/01/18	08/18/18	09/29/18	MI	\$89.60	013430031051610			
Yong, Promise K	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$271.95	011120570051310			
Zeilman, Karen Elaine	FY19 Retro Pay	09/29/18	09/29/18	09/29/18	MI	\$160.26	011120650051310			
Total						68,317.40				

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Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 9/11/18

Dr. Jerry Corcoran
President

*Earntypes

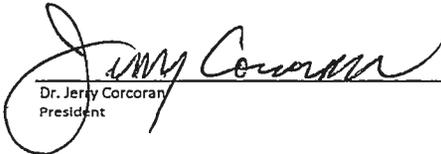
RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt Stipend,
OV=Overload, VA=Vacation Payout, ML= Commuting Mileage
MI=Miscellaneous, SS=Summer School

Stipends For Pay Period 10/13/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L	Drum Lessons X 4	08/27/18	09/18/18	10/13/18	OV	\$133.00	011120650051340	MUP-2025-01	Applied Music Drum Set	
Balzarini, Doreen J	1 On 1 Session Excel	09/11/18	10/02/18	10/13/18	ST	\$525.00	014110394151320	CEU-4121-309	Beginning Excel 2016	
Baracani, Del Geno	Clothing Allowance	10/02/18	10/02/18	10/13/18	TF	\$129.99	027210472052900			
Beem, Jessica Anne	Putnam County Art Class	10/01/18	11/05/18	11/10/18	ST	\$450.00	014210331051320			
Bolelli, Joseph August	Clothing Allowance	10/08/18	10/13/18	10/13/18	TF	\$123.96	027110471052900			
Boyle- Bruch, Ida Lee	Food Service Sanitation	10/09/18	10/09/18	10/09/18	ST	\$500.00	014110394151320	CEU-1503-10	Food Service Sanitation	
Dellinger, Douglas Albert	Introduction to Photography	09/11/18	10/02/18	10/13/18	ST	\$455.00	014110394151320	HLR-2505-309	Introduction to Photography	
Ebner-Landgraf, Tammy L	Mileage Reimbursement	10/04/18	10/13/18	10/13/18	ML	\$101.37	011120650055210			
Freed, Timothy Daniel	Let Them Eat Soup	09/26/18	09/26/18	10/13/18	ST	\$275.00	014110394151320	HLR-3704-309	Let Them Eat Soup	
Gillio, Steve Anthony	Clothing Allowance	09/28/18	09/28/18	10/13/18	TF	\$118.98	027210472052900			
Leadingham, Paul	Additional PC for Summer B	06/13/18	08/09/18	10/13/18	OV	\$1,280.00	011320410051340			
O'Shea, Dennis Patrick	Clothing Allowance	09/25/18	09/25/18	10/13/18	TF	\$118.36	027210472052900			
Pytel, Kyle Edwin	LC Driver Improvement GDL	10/06/18	10/06/18	10/13/18	ST	\$175.00	014110394251320	CDV-6000-10	LC Driver Improvement GDL	
Sorce, Adrianna Lyn	Harvest Scarecrow	09/11/18	09/11/18	10/13/18	ST	\$150.00	014110394151320	HLR-1115-309	Harvest Scarecrow	
Suppan, Heinz Dietrich	Indian Creek Massacre	10/02/18	10/02/18	10/13/18	ST	\$85.00	014110394151320	HLR-7603-310	Indian Creek Massacre	
Villarreal, Nora Lynn	FY 19 Retro for Step Advance	08/20/18	10/13/18	10/13/18	ST	\$328.00	011120650051310			
Vogl, Robert	Basics of Solar Electricity	09/29/18	09/29/18	10/13/18	ST	\$50.00	014110394151320	HLR-5522-09	Basics of Solar Electricity	
Total						4,998.66				

33


 Cheryl Roelfsema
 Vice President of Business Services and Finance

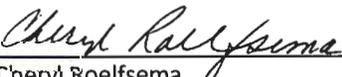
 10/31/18
 Dr. Jerry Corcoran
 President

*Earntypes
 RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt Stipend,
 OV=Overload, VA=Vacation Payout, ML= Commuting Mileage
 MI=Miscellaneous, SS=Summer School

**Part-time Faculty/Staff Appointments
October 2018**

Employee Name	Position	Department	Hourly/Lab* Rate	Credit Hour Rate
Benjamin Atkinson	PT Faculty	NSB - Instructor	N/A	\$688.00
Andrew Borkowski	PT Faculty	WFD-EMS	38.18	N/A
Ryan Burke	PT Faculty	WFD-EMS	36.75	N/A
Roxanne Cherpeske	PT Faculty	WFD - Massage Therapy Clinical	39.62	845.15
Mary Margaret Donovan	PT Faculty	Federal - GED Class	33.06	N/A
Angela Dunlap	PT Faculty	Federal - GED Class	37.14	N/A
Sara Escatel	PT Faculty	Federal - GED Class	35.08	N/A
Nicholas Fish	PT Faculty	WFD-EMS	35.26	N/A
Katie Henkel	PT Faculty	WFD - Dental Lab & Instruction	35.26	705.00
Mary Elizabeth Jauch	PT Faculty	WFD-EMS	35.26	N/A
Nancy Lee Klaassen	PT Faculty	Federal - GED Class	33.06	N/A
Marilyn Lange	PT Faculty	NSB - Math Lab & Instruction	36.99	764.00
Tracy Makransky	PT Faculty	Federal - GED Class	34.45	N/A
Rosemary McGinnis	PT Faculty	WFD-EMS & Coordinator	36.75	735.00
Michael Mills	PT Faculty	WFD-EMS	36.75	N/A
Tina O'Brien	PT Faculty	NSB - Instructor	N/A	792.00
Peter Ragazincky	PT Faculty	WFD-EMS	36.75	N/A
Dan Retoff	PT Faculty	WFD - Massage Therapy Clinical	39.62	792.00
Melanie Sopko	PT Faculty	Nursing - CNA Clinical & Lab	33.05	705.00
Valorie Smith	PT Staff	Disability Services	12.83	N/A

*In lab settings, part-time faculty are paid an hourly rate rather than by credit hour.


 Cheryl Roelfsema
 Vice President for Business Services & Finance

WFD- Workforce Development
 NSB - Natural Science & Business
 HFSS - Humanities, Fine Arts &
 Social Sciences


 Dr. Jerry Corcoran
 President

Bid Request – Utility Tractor

The administration requests authorization to seek bids for a utility tractor at an estimated cost of \$25,500. The equipment is necessary for the annual work required by the Facilities department.

IVCC's 2002 John Deere 4300 tractor is in need of repairs to the electrical and hydraulic systems. The cost of the repairs will approach the value of the tractor. The John Deere 4300 tractor will be included in the specifications as a trade-in.

Recommendation:

The administration recommends Board approval to seek bids for a utility tractor at an estimated cost of \$25,500.

KPI 6: Resource Management

2018 Tentative Tax Levy

As in past years, in order to maximize the Education Fund and Operations and Maintenance Funds revenues, the 2018 tax levy request is based on an estimated equalized assessed valuation (EAV) of \$3,355,480,000, a 4.99 percent increase from tax year 2017's EAV. The levy request is \$12,236,800, a 4.85 percent increase from the actual tax year 2017 tax extension. This increase will not require a public notice and public hearing.

The levy request is based on the following rates and amounts:

Fund	Tax Rate	Tax Levy
Education	.1300	\$4,362,100
Operations & Maintenance	.0400	1,342,200
Additional Tax	.1212	4,066,800
Social Security & Medicare	.0060	200,000
Protection, Health & Safety	.0429	1,438,500
Tort Immunity	.0235	790,000
Audit	<u>.0011</u>	<u>37,200</u>
Totals	<u>.3647</u>	<u>\$12,236,800</u>

The Education and Operations and Maintenance levies are at the maximum rates of .13 and .04, respectively. The Additional Tax rate decreased from .1262 to .1212, as the average operating fund levies for community colleges throughout the state decreased to .2912. The Additional Tax is used exclusively for educational purposes.

The estimated tax rate is .3647, the same as the 2017 rate.

Recommendation:

The administration recommends the Board adopt the Resolution approving a Tentative Tax Levy and Tentative Certificate of Tax Levy, as presented.

KPI 6: Resource Management

RESOLUTION APPROVING A TENTATIVE TAX LEVY

RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513, COUNTIES OF LASALLE, BUREAU, MARSHALL, LEE, PUTNAM, DEKALB, GRUNDY, AND LIVINGSTON, AND THE STATE OF ILLINOIS as follows:

SECTION 1: That the following amounts of money, as indicated on the Tentative Certificate of Tax Levy hereto attached and made a part hereof, must be raised for the various purposes as in said Tentative Certificate of Tax Levy and that the levy for the year 2018 be allocated 50 percent for FY 2019 and 50 percent for FY 2020.

SECTION 2: That the Chairperson and Secretary are hereby authorized and directed to sign said Tentative Certificate and related documents.

APPROVED this 8th day of November, 2018.

Chairperson, Board of Trustees

ATTEST:

Secretary, Board of Trustees

TENTATIVE CERTIFICATE OF TAX LEVY

Community College District No. 513 Counties LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy & Livingston

Community College District Name Illinois Valley Community College and State of Illinois

We hereby certify that we require:

- the sum of \$ 4,362,100 to be levied as a tax for educational purposes(110 ILCS 805/3-1), and
- the sum of \$ 1,342,200 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and
- the sum of \$ 4,066,800 to be levied as an additional tax for educational purposes (110 ILCS 805/3-14.3), and
- the sum of \$ 790,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ICLS 10/9-107), and
- the sum of \$ 200,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILC§ 5/21-110 and 5/21-110.1), and
- the sum of \$ 37,200 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and
- the sum of \$ 1,438,500 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01),and
- the sum of \$ -0- to be levied as a special tax for (specify) _____ purposes, on the taxable property of our community college district for the year 20 ____.

Signed this 8th day of November, 2018

Chair of the Board of Said Community College District

Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 0.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

(DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

This is to certify that the Certificate of Tax Levy for Community College District No. 513 County(ies) of _____ and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2017 was filed in the office of the County Clerk of this county on _____, 2018.

In addition to an extension of taxes authorized by levies made by the board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2018 is \$ _____.

Date

County Clerk and County

Intergovernmental Agreement with the City of Mendota

The City of Mendota established two new TIF districts in 2017:

- Mendota 2017A TIF District (Starved Rock Wood Products)
- Mendota 2017B TIF District (ADM Project)

Intergovernmental agreements have been negotiated between the College and the City of Mendota as follows:

District 2017A – The College will receive 3.60 percent of the total TIF increment. This was the College’s full tax rate for tax year 2017;

District 2017B – The College will receive 3.00 percent of the total TIF increment. This is approximately 75 percent of the College’s full tax rate for 2017. The expense for the extension of utilities across I-39 requires the City to retain more of the TIF increment.

Recommendation:

The administration recommends Board approval of the TIF district intergovernmental agreements with the City of Mendota, as presented.

KPI 6: Resource Management

**MENDOTA 2017A TIF DISTRICT
INTERGOVERNMENTAL AGREEMENT**

by and between

**THE CITY OF MENDOTA, ILLINOIS
and**

ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513

This Intergovernmental Agreement is entered into by and between the City of Mendota, an Illinois Municipal Corporation, and Illinois Valley Community College District No. 513, an Illinois Community College District, pursuant to the 1970 Illinois Constitution and Illinois Revised Statutes.

In consideration of their mutual promises, the Parties hereto agree as follows:

1. The City of Mendota (“City”) is an Illinois Municipal Corporation organized under the Constitution and Statutes of the State of Illinois.
2. The Illinois Valley Community College District No. 513 (“Community College District”) is an Illinois Community College District organized under the Statutes of the State of Illinois.
3. The 1970 Illinois Constitution, Article VII, Section 10, and the Illinois Compiled Statutes, Ch. 5 Section 220/1 et seq. provide legal authority for intergovernmental privileges and authority to be enjoyed jointly by school districts and municipalities as well as other public bodies politic.
4. Pursuant to Section 65 ILCS 5/8-1-2.5 of the Illinois Municipal Code, the Corporate Authorities of the City may appropriate and expend funds for economic development purposes, including, without limitation, the making of grants to any other governmental entity or commercial enterprise that are deemed necessary or desirable for the promotion of economic development within the municipality.
5. The Tax Increment Allocation Redevelopment Act (“TIF Act”), Illinois Compiled Statutes, as amended, Ch. 65 Section 5/11-74.4-1 et seq. authorizes a municipality to enter into all contracts necessary or incidental to the implementation and furtherance of its redevelopment plan and project.
6. The City has adopted a Redevelopment Plan and Projects and designated a Redevelopment Area pursuant to the TIF Act for the Mendota 2017A TIF District (“TIF District”) which is an area located in the Community College District and which will impact the growth of the Community College District’s taxing base.

7. The City has determined that it wishes to reduce the potential negative impact on the real estate tax base of the Community College District caused by the creation of the TIF District.
8. Payments provided for hereunder are not payments in lieu of taxes as defined by the TIF Act.
9. The City agrees to exercise its authority under Section 5/11-74.4-3(q)(7) of the TIF Act to reduce the negative impact on the real estate base of the Community College District from the establishment of the TIF District by reimbursing certain capital costs incurred in furtherance of the objectives of the TIF District Redevelopment Plan and Projects as described below.
10. The Community College District shall use any payments received pursuant to Section 5/11-74.4-3(q)(7) for reimbursement of capital and equipment expenditures relating to any facility and educational program of the Community College District.
11. The Parties declare that this Agreement is adopted pursuant to the 1970 Illinois Constitution, Article VII, Section 10 and Chapter 65 Section 5/11-74.4-4(b) of the TIF Act.

NOW, THEREFORE, the Parties agree to implement these policies as follows:

I. REIMBURSEMENT

A. TAX INCREMENT

The Parties agree that the LaSalle County Clerk will provide to the Parties the actual annual gross real estate tax increment generated within the TIF District and within the boundaries of the Community College District and report such increment to the Parties.

B. PERCENTAGE CALCULATION

Each year during the term of this Agreement, the City agrees to reimburse the Community College District a sum equal to **3.60%** of the annual gross real estate tax increment created by any development or increase in equalized assessed valuation within the TIF District, for expenditures of capital costs and job training, advanced vocational education and other career education purposes, as set forth in the TIF Act.

C. IMPACT FEE

The City will pay the sum described in Paragraph B above to the Community College District from the Special Tax Allocation Fund as an impact fee to be used for capital costs, pursuant to current Section 4-3(q)(7) of the TIF Act, and the Community College District shall provide the City with a list of such expenditures annually.

For purposes of this Agreement, "capital costs" shall mean expenditures for the purchase, rental or use of "capital assets" or "non-capitalized equipment," as those terms are defined in current Illinois State Board of Education Regulations. Examples of capital costs are, but not limited to:

- a. Acquisition of land to serve the immediate or future needs of children from the development;
- b. Improvement to any existing school site which already serves such needs;
- c. Development of classrooms, parking lots, sidewalks, traffic signals, internal roadways, connections with water, sewer and electrical lines, playgrounds, recreation grounds and athletic fields;
- d. Remodeling or renovation of School facilities;
- e. Purchase and prefabrication of classroom units;
- f. Material, goods or equipment as set forth in Exhibit A of the Illinois Program Accounting Manual for local Education Agencies prepared by the Illinois State Board of Education;
- g. Buses, maintenance, equipment, office equipment, district vehicles, or playground equipment; or
- h. Any other piece of capital equipment deemed necessary by the Community College District.

D. REIMBURSEMENT TIMING

The City shall pay the sum determined above to the Community College District within sixty (60) days of the City's receipt of the real estate tax increment generated as a preference and in the same proportions as actually received by the City provided that the Community College District has filed periodically with the City a list of eligible project costs equal to or exceeding the calculated sum to be paid to the Community College District under the terms of this Agreement.

II. GENERAL

Binding Effect:

This Agreement shall be binding on the Parties and their respective successors--including successors in office. Should the Community College District merge, this Agreement shall apply to the successor community college district.

Governing Law:

This Agreement is governed by and shall be construed in accordance with the laws of the State of Illinois.

Term:

This Agreement shall become effective upon the establishment of the TIF District and shall remain in effect until either the City adopts an Ordinance dissolving the TIF District or until

the termination of the TIF District even if the termination occurs after the initial term of 23 years. Whether the TIF District exists for the entire term as called for under the TIF Plan, is extended, or terminates at some other time, the City will pay from incremental real estate taxes distributed to the City in the year following termination, the sums due the Community College District for the prior year which remain unpaid, if such increments are received by the City from the County.

Amendments, Waivers, Modifications:

No amendment, waiver or modification of any term or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and adopted by each of the Parties as required by law.

Waiver of All Rights to Contest TIF District:

The Community College District by its execution and approval of this Agreement hereby waives forever any and all right to directly or indirectly set aside, modify or contest in any manner the establishment of the Mendota 2017A TIF District including the Redevelopment Plan, Projects and Area. Nothing contained herein is to be construed to give the Community College District any right to participate in this administration of the TIF District or Plan or Project. Further, the Community College District or its agents, employees, or officers shall not aid or assist in any manner any other party or entity seeking to challenge the TIF District.

Amending the TIF District:

The City will not otherwise amend the TIF Plan except in accordance with the requirements of the law.

Real Estate Tax Increment Information:

- (1) The Administrators of the TIF Plan and City agree to provide the Community College District with information developed to establish the initial equalized assessed valuation of the TIF District and the calculations for successive years' computation of the real estate tax increment for the TIF District as a whole and, if possible, for the Community College District alone.
- (2) The City agrees that its Administrators shall provide the Community College District with a copy of the TIF Annual Report when it is presented to the City Council. Such Report shall set forth: (a) the balance in the Special Tax Allocation Fund ("Fund") at the beginning of the year; (b) all amounts deposited in the Fund by source; (c) all expenditures from the Fund by categories; and (d) the balance in the Fund at the end of the year by source.

Complete Agreement:

This Agreement expresses the complete and final understanding of the Parties with respect to the subject matter.

Authority to Execute:

The undersigned represent that they have the authority of their respective governing authorities to execute this Agreement.

[Remainder of Page Intentionally Left Blank.]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the _____ day of _____, 2018.

**ILLINOIS VALLEY COMMUNITY
COLLEGE DISTRICT NO. 513**

CITY OF MENDOTA,
an Illinois Municipal Corporation

By: _____
Board President

By: _____
Mayor

Attest: _____
Board Secretary

Attest: _____
City Clerk

**MENDOTA 2017B TIF DISTRICT
INTERGOVERNMENTAL AGREEMENT**

by and between

**THE CITY OF MENDOTA, ILLINOIS
and**

ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513

This Intergovernmental Agreement is entered into by and between the City of Mendota, an Illinois Municipal Corporation, and Illinois Valley Community College District No. 513, an Illinois Community College District, pursuant to the 1970 Illinois Constitution and Illinois Revised Statutes.

In consideration of their mutual promises, the Parties hereto agree as follows:

1. The City of Mendota (“City”) is an Illinois Municipal Corporation organized under the Constitution and Statutes of the State of Illinois.
2. The Illinois Valley Community College District No. 513 (“Community College District”) is an Illinois Community College District organized under the Statutes of the State of Illinois.
3. The 1970 Illinois Constitution, Article VII, Section 10, and the Illinois Compiled Statutes, Ch. 5 Section 220/1 et seq. provide legal authority for intergovernmental privileges and authority to be enjoyed jointly by school districts and municipalities as well as other public bodies politic.
4. Pursuant to Section 65 ILCS 5/8-1-2.5 of the Illinois Municipal Code, the Corporate Authorities of the City may appropriate and expend funds for economic development purposes, including, without limitation, the making of grants to any other governmental entity or commercial enterprise that are deemed necessary or desirable for the promotion of economic development within the municipality.
5. The Tax Increment Allocation Redevelopment Act (“TIF Act”), Illinois Compiled Statutes, as amended, Ch. 65 Section 5/11-74.4-1 et seq. authorizes a municipality to enter into all contracts necessary or incidental to the implementation and furtherance of its redevelopment plan and project.
6. The City has adopted a Redevelopment Plan and Projects and designated a Redevelopment Area pursuant to the TIF Act for the Mendota 2017B TIF District (“TIF District”) which is an area located in the Community College District and which will impact the growth of the Community College District’s taxing base.

7. The City has determined that it wishes to reduce the potential negative impact on the real estate tax base of the Community College District caused by the creation of the TIF District.
8. Payments provided for hereunder are not payments in lieu of taxes as defined by the TIF Act.
9. The City agrees to exercise its authority under Section 5/11-74.4-3(q)(7) of the TIF Act to reduce the negative impact on the real estate base of the Community College District from the establishment of the TIF District by reimbursing certain capital costs incurred in furtherance of the objectives of the TIF District Redevelopment Plan and Projects as described below.
10. The Community College District shall use any payments received pursuant to Section 5/11-74.4-3(q)(7) for reimbursement of capital and equipment expenditures as allowed by law.
11. The Parties declare that this Agreement is adopted pursuant to the 1970 Illinois Constitution, Article VII, Section 10 and Chapter 65 Section 5/11-74.4-4(b) of the TIF Act.

NOW, THEREFORE, the Parties agree to implement these policies as follows:

I. REIMBURSEMENT

A. TAX INCREMENT

The Parties agree that the LaSalle County Clerk will provide to the Parties the actual annual gross real estate tax increment generated within the TIF District and within the boundaries of the Community College District and report such increment to the Parties.

B. PERCENTAGE CALCULATION

Each year during the term of this Agreement, the City agrees to reimburse the Community College District a sum equal to **3.0%** of the annual gross real estate tax increment created by any development or increase in equalized assessed valuation within the TIF District, for expenditures of capital costs and job training, advanced vocational education and other career education purposes, as set forth in the TIF Act.

C. IMPACT FEE

The City will pay the sum described in Paragraph B above to the Community College District from the Special Tax Allocation Fund as an impact fee to be used for capital costs, pursuant to current Section 4-3(q)(7) of the TIF Act, and the Community College District shall provide the City with a list of such expenditures annually.

For purposes of this Agreement, “capital costs” shall mean expenditures for the purchase, rental or use of “capital assets” or “non-capitalized equipment,” as those terms are defined in current Illinois State Board of Education Regulations. Examples of capital costs are, but not limited to:

- a. Acquisition of land to serve the immediate or future needs of children from the development;
- b. Improvement to any existing school site which already serves such needs;
- c. Development of classrooms, parking lots, sidewalks, traffic signals, internal roadways, connections with water, sewer and electrical lines, playgrounds, recreation grounds and athletic fields;
- d. Remodeling or renovation of School facilities;
- e. Purchase and prefabrication of classroom units;
- f. Material, goods or equipment as set forth in Exhibit A of the Illinois Program Accounting Manual for local Education Agencies prepared by the Illinois State Board of Education;
- g. Buses, maintenance, equipment, office equipment, district vehicles, or playground equipment; or
- h. Any other piece of capital equipment deemed necessary by the Community College District.

D. REIMBURSEMENT TIMING

The City shall pay the sum determined above to the Community College District within sixty (60) days of the City’s receipt of the real estate tax increment generated as a preference and in the same proportions as actually received by the City provided that the Community College District has filed periodically with the City a list of eligible project costs equal to or exceeding the calculated sum to be paid to the Community College District under the terms of this Agreement.

II. GENERAL

Binding Effect:

This Agreement shall be binding on the Parties and their respective successors—including successors in office. Should the Community College District merge, this Agreement shall apply to the successor community college district.

Governing Law:

This Agreement is governed by and shall be construed in accordance with the laws of the State of Illinois.

Term:

This Agreement shall become effective upon the establishment of the TIF District and shall remain in effect until either the City adopts an Ordinance dissolving the TIF District or until the termination of the TIF District even if the termination occurs after the initial term of 23 years. Whether the TIF District exists for the entire term as called for under the TIF Plan, is

extended, or terminates at some other time, the City will pay from incremental real estate taxes distributed to the City in the year following termination, the sums due the Community College District for the prior year which remain unpaid, if such increments are received by the City from the County.

Amendments, Waivers, Modifications:

No amendment, waiver or modification of any term or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and adopted by each of the Parties as required by law.

Waiver of All Rights to Contest TIF District:

The Community College District by its execution and approval of this Agreement hereby waives forever any and all right to directly or indirectly set aside, modify or contest in any manner the establishment of the Mendota 2017B TIF District including the Redevelopment Plan, Projects and Area. Nothing contained herein is to be construed to give the Community College District any right to participate in this administration of the TIF District or Plan or Project. Further, the Community College District or its agents, employees, or officers shall not aid or assist in any manner any other party or entity seeking to challenge the TIF District.

Amending the TIF District:

The City will not otherwise amend the TIF Plan except in accordance with the requirements of the law.

Real Estate Tax Increment Information:

- (1) The Administrators of the TIF Plan and City agree to provide the Community College District with information developed to establish the initial equalized assessed valuation of the TIF District and the calculations for successive years' computation of the real estate tax increment for the TIF District as a whole and, if possible, for the Community College District alone.
- (2) The City agrees that its Administrators shall provide the Community College District with a copy of the TIF Annual Report when it is presented to the City Council. Such Report shall set forth: (a) the balance in the Special Tax Allocation Fund ("Fund") at the beginning of the year; (b) all amounts deposited in the Fund by source; (c) all expenditures from the Fund by categories; and (d) the balance in the Fund at the end of the year by source.

Complete Agreement:

This Agreement expresses the complete and final understanding of the Parties with respect to the subject matter.

Authority to Execute:

The undersigned represent that they have the authority of their respective governing authorities to execute this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the _____ day of _____, 2018.

**ILLINOIS VALLEY COMMUNITY
COLLEGE DISTRICT NO. 513**

CITY OF MENDOTA,
an Illinois Municipal Corporation

By: _____
Board President

By: _____
Mayor

Attest: _____
Board Secretary

Attest: _____
City Clerk

Intergovernmental Agreement with the City of Oglesby

In an effort to enhance the safety of the campus, the administration recommends entering into an intergovernmental agreement with the City of Oglesby for traffic and ordinance enforcement on College property by the City of Oglesby Police Department.

Recommendation:

The administration recommends Board approval of the intergovernmental agreement with the City of Oglesby for traffic and ordinance enforcement.

KPI 3: Support for Students

AN INTERGOVERNMENTAL AGREEMENT

By and between

THE CITY OF OGLESBY, an Illinois Municipal Corporation,

and

**ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT No. 513,
an Illinois Community College District**

for

TRAFFIC AND ORDINANCE ENFORCEMENT

This Traffic and Ordinance Enforcement Agreement is entered into by and between the City of Oglesby, an Illinois Municipal Corporation, and Illinois Valley Community College District No. 513, an Illinois Community College District, pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq. and the Constitution of the State of Illinois.

WHEREAS, the City of Oglesby, ("City") is an Illinois Municipal Corporation organized under the Constitution and Statutes of the State of Illinois.

WHEREAS, the Illinois Valley Community College District No. 513 ("Community College District") is an Illinois Community College District organized under the Statutes of the State of Illinois.

WHEREAS, the Community College District states the District is the legal property owner of 815 N. Orlando Smith Road, Oglesby, Illinois.

WHEREAS, the 1970 Illinois Constitution, Article VII, Section 10, and the Illinois Compiled Statutes 2016, 5 ILCS 220/1, et seq. provide legal authority for intergovernmental privileges and authority to be enjoyed jointly by counties and municipalities as well as other public bodies politic.

WHEREAS, Section 625 ILCS 5/11-209 of the Illinois Compiled Statutes, as attached hereto and made a part hereof, authorizes the City of Oglesby through the Police Department to contract for the enforcement of all traffic and ordinance regulations of the City of Oglesby and the State of Illinois.

NOW, THEREFORE, the City of Oglesby, and Illinois Valley Community College District No. 513 hereby agree to enter into this Traffic and Ordinance Enforcement Agreement "(Agreement)" under the following terms and conditions:

1. It is agreed between the parties that the City of Oglesby is authorized through the Police Department of the City of Oglesby to enforce all provisions of the Illinois Vehicle Code and all Oglesby ordinance violations on Community College District property at 815 N. Orlando Smith Road, Oglesby, Illinois.

2. It is further agreed that appropriate signs, as determined by the Chief of Police of the City of Oglesby, or his designee, will be erected at the Community College District's expense.
3. This Agreement shall be recorded in the Office of the Clerk and Recorder of LaSalle County and no regulation made pursuant to this Agreement shall be effective or enforceable until three (3) days after the Agreement is recorded.
4. This Agreement shall remain in force for a term of five (5) years; provided, however, that the term of this Agreement shall renew for a successive five (5) year term at the conclusion of the then-current term unless a party hereto informs the other party in writing, provided at least ninety (90) days prior to the conclusion of the then-current term, of its intent to allow this Agreement to terminate at the conclusion of the then-current five (5) year term.
5. This agreement may be unconditionally canceled by either party upon ninety (90) days written notice to the other party.
6. The undersigned represent that they have the authority of their respective governing authorities to execute this Agreement.

**ILLINOIS VALLEY COMMUNITY
COLLEGE DISTRICT No. 513**

CITY OF OGLESBY
an Illinois Municipal Corporation

By: _____
Chair

By: _____
Mayor Finley

Attest: _____
Secretary

Attest: _____
City Clerk Mertes

Protection, Health, and Safety Projects for Tax Year 2018

The administration has been working with the Operations Committee, which is made up of administrators, staff, and faculty, on developing a list of Protection, Health, and Safety (PHS) projects for the Tax Year 2018 levy. The following project is recommended for approval:

Building C Chiller/Air Handler Replacement

This project is fifth in a series of five to replace the air handler/chiller equipment for each of the five original buildings.

Following are the cost estimates for this project:

Project costs	\$ 1,205,200
Contingency	120,520
A/E fees	<u>112,686</u>
Total	\$1,438,406

Recommendation:

The administration recommends Board approval of the Building C Chiller/Air Handler Replacement Protection, Health, and Safety project as presented for a cost of \$1,438,406, and authorize the administration to include \$1,438,406 in the tax year 2018 levy.

KPI 6: Resource Management

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District #: Illinois Valley Community College District #513

Contact Person: Ms. Cheryl Roelfsema, VP for Business Services & Finance Phone # 815.224.0419

Project: AHU / Chiller Replacement – Building C

Project Budget: \$1,438,406 () check * here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc

and disclose on funding attachment 2

Date October 26, 2018

Application Type (check the appropriate application type and follow instruction):

- Locally Funded New Construction-complete/submit Sections I, II, and III.
- Locally Funded Remodeling-complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling-complete/submit Sections I, II, and III.
- Protection, Health, and Safety-complete/submit Section I and Attachment PHS.
- Capital Renewal Project-complete/submit Section I and the Architect Recommendation Form
- ADA Project-complete/submit Section I, Attachment ADA, and Architect Recommendation Form.

Section I (submit for ALL project approval requests)

- A. Board of Trustees action-attach a copy of the local board’s resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*).
- C. A detailed description of the project’s programmatic justification (*complete the narration section and attach*)
- D. Board of Trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes No

If no, please update your District’s Site and Construction Master Plan and submit to the ICCB.
Anticipated date of completion _____

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)

- C. Has the site been determined professionally to be suitable for construction purposes?

Yes No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

SCOPE OF WORK

Provide an explanation of the specific work to be performed as part of this project.

The scope of the project includes the following:

- Removal and disposal of two (2) chillers / concrete pads, three (3) air handlers, and associated components.
- Installation of one (1) new air-cooled chiller / concrete pad and three (3) air handling units including replacement of associated piping, valves, coils, water pump, expansion tank, chilled water buffer tanks, mounts, electrical meters, and related controls.
- Replacement of remaining iNet mechanical controls throughout Building “C” to complete transition to BACnet protocol.
- Removal of existing abandoned concrete piers, re-grading of existing area north of existing connecting link to improve drainage, and restoration of this area with stone and seed to improve maintainability

Cost Estimates:

Demolition Work	\$30,000.00
Air Handling Unit Work	\$415,000.00
Chiller Work / Piping Modifications / New Pad	\$458,000.00
Temperature Controls Work	\$110,000.00
<u>Pier Removal / Re-grading / Restoration</u>	<u>\$35,000.00</u>
Sub Total:	\$1,048,000.00
General Conditions/OH & P @ 15%	<u>\$157,200.00</u>
Subtotal:	\$1,205,200.00
Contingency @ 10%	<u>\$120,520.00</u>
Total:	\$1,325,720.00

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The existing air cooled chillers (total of 2) at Building “C” were last replaced in 1996. The units are nearing the end of their 20 year expected useful life, are starting to require additional maintenance and parts are becoming more difficult to find. The College is concerned that failure of the chiller would leave Building “C” without air-conditioning for occupant comfort. In addition, the iNet protocol building automation components used by the current chiller are no longer being produced. Component production ceased on December 31, 2013. Conversion to BACnet protocol components is a priority before iNet replacement components are completely sold out.

The air handling units in Building “C” (C-1, C-2 and C-3) were installed when the building was built in the 1970’s and are past the expected years of useful life (30 years). The housing of the air handling units has deteriorated over time. Deterioration is causing issues with fan/motor assembly performance. Unit mounts have also deteriorated over time leading to vibration issues in the system.

The College would like to replace the chiller, air handling units, associated components and controls to ensure comfort levels of students, faculty and staff.

Additionally, the outdoor area adjacent to the chillers scheduled to be replaced currently has numerous abandoned concrete piers scattered throughout the graded area, and overall stormwater drainage within this area does adequately move water away from the building. Re-grading and restoration of this area will be included as part of this project since this area will be disturbed during the removal and replacement of the existing chillers.

**Attachment #1
Project Budget**

Check One: (LOCALLY FUNDED – other than Protection, Health, and Safety – see below)

- New Construction**
- Remodeling**

Project Name: AHU/Chiller Replacement - Building C

	<u>Budget Amounts</u>	
	<u>New Construction</u>	<u>Remodeling</u>
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name: Illinois Valley Community College – AHU / Chiller Replacement – Building C

	<u>Budget Amounts</u>
Project Costs	<u>\$1,205,200</u>
Contingency	<u>\$ 120,520</u>
A/E Professional Fees	<u>\$ 112,686</u>
Total	<u>\$1,438,406</u>

Attachment #2 Funding Source

District/College Name: Illinois Valley Community College District #513

Project Name: AHU / Chiller Replacement – Building C

Check the source(s) of funds:

Available Fund Balance _____ Fund name(s): _____
(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds _____ Type of bond issuance(s): _____
(Including protection, health,
and safety bonds)

Protection, Health, and _____ X Tax rate/fiscal year: 2019
Safety Tax Levy
(ILCS 805/3-20.3.01)

Contract for Deed _____ Term of Contract for Deed in months: _____
(ILCS 805/3-36)

Lending Arrangement with a _____ Term of Lending Arrangement in months: _____
Financial Institution
(ILC 805/3-37)

Lease Agreement _____ Term of Lease in months: _____
(ILCS 805/3-38)

Capital Renewal Funding _____ Proposed Fiscal Year Source(s): _____

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Energy Conservation Certification (see attachment, if applicable)	_____
Structural Integrity Certification (see attachment, if applicable)	_____
Budget Certification (see attachment, always required)	_____ <u>X</u> _____
Feasibility Study Identifying Need of the Project	_____
Other Documentation which May Support the Justification of this Project	_____

We certify that we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above, and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment#2 (Funding Source).

Further, we certify the Board has approved the architect’s recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the **Illinois Valley Community College District No. 513** Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and Address of architect/engineer providing the estimate:

Dominick Demonica, AIA, LEED AP
Demonica Kemper Architects
125 North Halsted Street, Suite 301
Chicago, IL 60661

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my direct supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.


Architect/Engineer's Signature

October 26, 2018
Date

001-014368
Illinois Registration or License Number



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

Bid Results – Laerdal Simulation Manikins and Equipment

Bids for Laerdal Simulation Manikins and Equipment were received and publicly opened on October 25, 2018.

Laerdal Medical Corporation, Wappingers Falls, NY submitted the low bid and met all bidding requirements and specifications. A summary of bids received is listed below.

Company	Cost
Laerdal Medical Corporation Wappingers Falls, NY	\$49,999.73
Pocket Nurse Monaca, PA	\$50,354.00
Gaumard Scientific Co., Inc. Miami, FL *** DID NOT MEET SPECS ***	\$36,180.00
Gaumard Scientific Co., Inc. Miami, FL *** DID NOT MEET SPECS ***	\$26,080.00

This purchase will be paid for by the Ralph Scriba donation.

Recommendation:

The administration recommends Board approval to accept the bid from Laerdal Medical Corporation, Wappingers Falls, NY in the amount of \$49,999.73 for the Laerdal Simulation Manikins and Equipment.

KPI 1: Student Academic Success

Illinois Valley Community College Board Policy

Subject: Business Travel, Conference and Meeting Expenses	Effective Date: 10/19/10
	Last Reviewed: 10/19/10
Number: 3.4	Last Revised: 10/19/10

Illinois Valley Community College will reimburse college employees and students for official college travel. Reimbursements will be for official college events or meetings of state and national associations which conduct educational programs in the disciplines and professions associated with community college programs and operations. Further, the College will reimburse employees for attendance at routine business meetings of the Illinois Community College Board, the Illinois Board of Higher Education, the General Assembly and executive branch agencies which may be conducting business which may affect Illinois Valley Community College.

Illinois Valley Community College Administrative Procedure

Subject: Business Travel, Conference and Meeting Expense	Effective Date: 10/19/10
	Last Reviewed: 08/17/17
Number: 3.4	Last Revised: 10/01/18

Application for Travel

An application for travel form must be completed and approved in advance for all travel. Prior approval signatures should be on the appropriate lines on the left side of the form. Approval signatures are required per the following guidelines:

Travel cost of \$500 or less – two signatures – traveler and immediate supervisor.

Travel cost of \$500 - \$1,999 – three signatures – traveler, immediate supervisor and appropriate VP or President.

Travel cost of \$2,000 or more – four signatures – traveler, immediate supervisor and two VPs or one VP and President.

After the trip is complete, the same set of approval signatures should be on the appropriate lines on the right side of the form. Whenever a travel request is initiated, it must be completed whether expenses, as a result of the travel, are incurred or not.

If the travel expenses exceed any of the maximum amounts allowed under this policy, the travel expenses must be approved by a roll-call during an open meeting of the Board of Trustees.

If the travel is for a conference or professional development activity, a written summary of what was gained by the experience should be delivered to the appropriate supervisor along with the request for reimbursement.

All out of state travel requests must include a rationale explaining what the employee will gain from the experience. The President's approval signature is required for out of state travel requests.

WHITE COPY - hold until travel is complete, then fill in the column "Itemized Expenses" and submit for approval. After payment is made, the white copy is filed in the accounts payable files.

YELLOW COPY - returned to traveler

PINK COPY - if an advance check is required (registration fees, airfare, cash advance) forward pink copy to the Accounting Office. Also attach documentation for the registration fees and airfare. If no advance is required, send pink copy to Accounting with appropriate signatures and keep white copy until travel is completed and forward for approvals then to the Accounting office.

Any travel forms submitted to the accounting office by Monday at 4:30 p.m. will be paid the following Thursday. Per IRS regulations, any expenses for reimbursement submitted 60 days after the expenses have been incurred will be taxable to the employee.

Travel Expenditures

All official college travel must be supported by receipts for actual expenditures, and all expenses must be itemized for reimbursement on the travel form. Itemizing will include all dollar expenditures, participants involved and the function or purpose of the meeting. Cash advances may be issued for anticipated costs of at least \$100. Lesser expenses will be handled on a reimbursement-by-receipt basis.

Mileage Reimbursement

To qualify for mileage reimbursement for use of a personal vehicle, employees must comply with the vehicle use administrative procedure. Proof of vehicle insurance (copy of insurance card) must be submitted with the application to travel form prior to travel.

Mileage reimbursement may be taxable if travel originates at the employee's home rather than workplace. Employees are encouraged to consult the College Controller with questions about taxable reimbursement.

Reimbursement for personal vehicle use will be at the Board approved rate.

Commercial Travel

Commercial travel shall be reimbursed at actual cost. All receipts for air, bus, rail or other travel must be submitted with the official college travel form in order to claim reimbursement. All travel will be at coach rates.

Lodging

Reimbursement for lodging shall cover actual room cost for a standard room. If a double room is used, the individual will reimburse the college for the difference between single and double room costs. Receipts for all lodging must be submitted with the travel form in order to claim reimbursement.

Meals

Meals will be reimbursed for only those consumed while actually traveling on college business. Itemized receipts for all meals consumed while actually traveling must be attached to the travel form in order to claim reimbursement. Meal reimbursement will be the actual cost up to a maximum of \$35 per day including gratuities for non-metropolitan areas (e.g. Springfield, IL) and a maximum of \$45 per day including gratuities for metropolitan areas (e.g. Chicago).

No reimbursement will be made for alcoholic beverages.

Phone Calls

Only personal phone calls of five minutes or less will be reimbursed, as long as the call is to provide notice of safe arrival, change in schedule, etc. Necessary business calls are permitted.

Tours and Social Activities

No reimbursement will be made for tours, social activities, or entertainment.

PERMISSIBLE TRAVEL EXPENSES

The maximum reimbursable rates for travel are set forth as follows:

Maximum Reimbursable Rates for Transportation	
Air Travel	Lowest reasonable rate (coach)
Auto	IRS Standard Mileage Rate at time of reimbursement (e.g. \$0.545 / mile for 2018)
Rental Car	Lowest reasonable rate (midsize)
Rail or Bus	Lowest reasonable rate and cost shall not exceed Air Travel
Taxi, Shuttle, Rideshare, or Public Transportation	Actual reasonable rate

Maximum Reimbursable Rates for Meals	
Per Day - nonmetropolitan	\$35.00
Per Day – metropolitan (Chicago)	\$45.00

Maximum Reimbursable Rates for Lodging – 2018 rates per IRS (as of 10/1/18)	
Chicago, Suburban Cook County, and Lake County	\$223.00 / night
DuPage County	\$113.00 / night
St. Clair County (St. Louis area)	\$133 / night
Will County	\$102 / night
All other Illinois Counties	\$94.00 / night
Outside of Illinois	\$223 / night or as approved by the Board

Official Functions

The College will support the cost of official functions which are conducted for the primary purpose of carrying out the business of the college. The college President and/or the appropriate Vice President shall, in advance, approve all expenditures for meals and other official functions. Authorized expenditures are categorized as follows:

1. Official college committees and advisory groups meeting outside of normal work hours
2. Official external committees, advisory groups and guests providing services and/or advice and counsel to the college
3. College receptions, honors and award activities
4. Faculty and staff development, in-service and training functions
5. College-sponsored student functions
6. Official functions of the Board of Trustees.

TRAVEL OBJECT CODES

- 55111 Admin/Staff - Conference/Meeting** (Registration Fees for Conference or Meeting)
- 55211 Admin/Staff - Travel/In State** (Mileage, Hotel, Meals, Parking, Shuttles, etc.)
- 55311 Admin/Staff - Travel/Out of State** (Mileage, Train, Airfare, Hotel, Meals, Parking, Shuttles, etc.)
- 55112 Instructional - Conference/Meeting** (Registration Fees for Conference or Meeting)
- 55210 Extension Site Mileage**
- 55212 Instructional - Travel/In State** (Mileage, Hotel, Meals, Parking, Shuttles, etc.)
- 55312 Instructional - Travel/Out of State** (Mileage, Train, Airfare, Hotel, Meals, Parking, Shuttles, etc.)

Change Order #4 – Campus-Wide Security Upgrades

To be in compliance with Board Policy 4.11, the administration wishes to advise the Board of Trustees of change order #4 for a decrease of \$9,000 for the Campus-Wide Security Upgrade PHS project. The change orders consist of the following changes:

Original contract sum	\$352,985
Change Order #1	2,585
Change Order #2	10,785
Change Order #3	<u>9,000</u>
	375,355
Change Order #4	
Credit for return of 2 UPS devices	<u>(1,874)</u>
New contract sum	<u><u>\$373,481</u></u>

KPI 6: Resource Management



AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Campus-Wide Security Upgrades
Illinois Valley Community College
815 North Orlando Smith Street
Oglesby, Illinois 61348

CONTRACT INFORMATION:
Contract For: General Construction
Date: March 12, 2018

CHANGE ORDER INFORMATION:
Change Order Number: 004
Date: September 27, 2018

OWNER: *(Name and address)*
Illinois Valley Community College
815 North Orlando Smith Street
Oglesby, IL 61348

ARCHITECT: *(Name and address)*
Demonica Kemper Architects
125 N. Halsted St., Suite 301
Chicago, IL 60661

CONTRACTOR: *(Name and address)*
Total Automation Concepts, Inc.
5602 W. 120th Street
Alsip, Illinois 60803

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

The original Contract Sum was	\$	<u>352,985.00</u>
The net change by previously authorized Change Orders	\$	<u>22,370.00</u>
The Contract Sum prior to this Change Order was	\$	<u>375,355.00</u>
The Contract Sum will be decreased by this Change Order in the amount of	\$	<u>1,874.00</u>
The new Contract Sum including this Change Order will be	\$	<u>373,481.00</u>

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Demonica Kemper Architects
ARCHITECT *(Firm name)*


SIGNATURE

Mr. Brett Loehmann, Associate

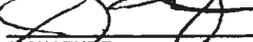
PRINTED NAME AND TITLE

9/27/2018

DATE

Total Automation Concepts, Inc.

CONTRACTOR *(Firm name)*


SIGNATURE

Mr. John Lindemulder, Jr., President

PRINTED NAME AND TITLE

10-22-18

DATE

Illinois Valley Community College

OWNER *(Firm name)*


SIGNATURE

Ms. Cheryl Roelfsema, VP for Business Services & Finance

PRINTED NAME AND TITLE

DATE



5602 W. 120th Street
Alsip, Illinois 60803
Phone: 708-597-3143
Fax: 708-824-3845
www.ta-concepts.com

CHANGE ORDER-4

Date: September 21, 2018

To: Illinois Valley Community College
815 North Orlando Smith Street
Oglesby, Illinois 61348

Demonica Kemper Architects
125 N. Halsted Street, Suite 301
Chicago, Illinois 60661

Project: Illinois Valley Community College – Campus-Wide Security Upgrades: UPS return/credit.

Total Automation Concepts is pleased to provide the following credit change order for a return of (2) Eaton UPS devices.

CREDIT ~~_____~~ **\$1,874.00**

Respectfully Submitted:

Chris Cooper

Accepted:

By: _____

This quotation good for 30 days

Change Order #1 – Building D Chiller – Air Handler Replacement

To be in compliance with Board Policy 4.11, the administration wishes to advise the Board of Trustees of change order #1 for a total increase of \$5,346.34 for the Building D Chiller – Air Handler Replacement PHS project. The change orders consist of the following changes:

Original contract sum	\$1,064,000.00
Change Order #1	
Additional valves	<u>5,346.34</u>
New contract sum	<u><u>\$1,069,346.34</u></u>

KPI 6: Resource Management



AIA Document G701™ – 2017

Change Order

PROJECT: (Name and address) Building D Chiller - Air Handler Replacement / Building G Controls Illinois Valley Community College 815 North Orlando Smith Street Oglesby, IL 61348	CONTRACT INFORMATION: Contract For: General Construction Date: March 16, 2017	CHANGE ORDER INFORMATION: Change Order Number: 001 Date: October 24, 2018
OWNER: (Name and address) Illinois Valley Community College 815 North Orlando Smith Street Oglesby, IL 61348	ARCHITECT: (Name and address) Demonica Kemper Architects 125 N. Halsted Street, Suite 301 Chicago, Illinois 60661	CONTRACTOR: (Name and address) The PIPCO Companies 1409 West Altorfer Drive Peoria, IL 61615

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Change Order #1 is for work associated with Change Request #3 dated September 13, 2018.

The original Contract Sum was	\$ 1,064,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,064,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 5,346.34
The new Contract Sum including this Change Order will be	\$ 1,069,346.34

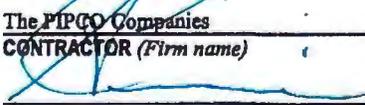
The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Demonica Kemper Architects
 ARCHITECT (Firm name)

 SIGNATURE
 Mr. Brett Lochmann, Associate
 PRINTED NAME AND TITLE
 10/24/2018
 DATE

The PIPCO Companies
 CONTRACTOR (Firm name)

 SIGNATURE
 Mr. Scott Ciccirelli, Executive Vice
 President
 PRINTED NAME AND TITLE
 10-24-18
 DATE

Illinois Valley Community College
 OWNER (Firm name)

 SIGNATURE
 Ms. Cheryl Roelfsema, VP of Business
 Services & Finance
 PRINTED NAME AND TITLE

 DATE



1409 W. Altorfer Dr
Peoria, IL 61615
Ph : (309)692-4060

Change Request

To: Demonica Kemper Architects
125 N. Halsted Street
Suite 301
Chicago, IL 60661

Number: 3
Date: 9/13/18
Job: C-7IVCC IVCC AHU/Chiller Replacement
Phone:

Description: Bulletin #1 Revised

We are pleased to offer the following specifications and pricing to make the following changes:

Bulletin #1 Revised

Labor and Material to Perform HVAC Work per Revised Bulletin #1

Description	Quantity	Unit	Unit Price	Price
Material	1.00		\$91.19	\$91.19
Steamfilter Foreman	8.00	hrs	\$86.53	\$692.24
G&A	1.00		\$454.56	\$454.56
Subcontractor	1.00		\$3,411.00	\$3,411.00
			Subtotal:	\$4,648.99
		Overhead & Profit	\$4,648.99	15.00%
				\$697.35
			Total:	\$5,346.34

If you have any questions, please contact me at 309-692-4060.

Submitted by: Nick Cicciarelli
The Pipco Companies, Ltd.

Approved by: _____
Date: _____

PipeSummary

Company: Pipco Companies I
JobName: P:\FastEST Versio
Material Set: EST
Labor Set: 0.75
Run Date: 9/6/2018 8:22
Sort Key: By Matl Group

Description	Net	Job
	Total	Total
Ball Valves Milwaukee	\$ 90.00	3.0
Miscellaneous	\$ 1.19	1.0
	\$ 91.19	4.0

					MONTHS	0.0
	Company:	Pipco Companies LTD			WEEKS	0.0
	JobName:	IVCC - BULLETIN 1			CALENDAR DAYS	0.0
	MANDAYS	1.2	#DIV/0!	#DIV/0!	WORKING DAYS	0.0
G & A LABOR, FIELD (see labor tab below for wages)						
	<u>ITEM</u>	<u>QTY</u>		<u>UNIT MEASURE</u>	<u>performed by:</u>	<u>COST CODE</u>
13	Label & Tag, labor only	0.5	\$71.61	/ hour	Mixed Crew Rate	\$ 35.81
	Total Hours	0.5			TOTAL COST: LABOR, 1 of 3	\$ 35.81
G & A LABOR, OTHER (see labor tab below for wages)						
	<u>ITEM</u>	<u>QTY</u>		<u>UNIT MEASURE</u>	<u>performed by:</u>	<u>COST CODE</u>
3	Foreman pre-job planning	1	\$76.78	/ hour	Foreman	\$ 76.78
	Total Hours	1			TOTAL COST: LABOR, 2 of 3	\$ 76.78
OTHER LABOR COSTS						
	<u>ITEM</u>	<u>QTY</u>		<u>UNIT MEASURE</u>	<u>COST CODE</u>	<u>TOTAL COST</u>
1	Demobilization	2	\$71.61	/ hour		\$ 143.23
3	Foreman - travel pay	2	\$ 2.50	/ hour		\$ 5.00
4	Mobilization	2	\$71.61	/ hour		\$ 143.23
					TOTAL COST: LABOR, 3 of 3	\$ 291.45
EQUIPMENT RENTAL						
	<u>ITEM</u>	<u>QTY</u>		<u>UNIT MEASURE</u>	<u>COST CODE</u>	<u>TOTAL COST</u>
16	Truck - Foreman	0.25	\$ 180.00	/ week		\$ 45.00
					TOTAL COST: EQUIPMENT	\$ 45.00
FUEL						
	<u>ITEM</u>	<u>QTY</u>		<u>UNIT MEASURE</u>	<u>COST CODE</u>	<u>TOTAL COST</u>
					TOTAL COST: OTHER, 1 OF 3	\$ -
SERVICES AND SUPPLIES						
	<u>ITEM</u>	<u>QTY</u>		<u>UNIT MEASURE</u>	<u>COST CODE</u>	<u>TOTAL COST</u>
4	Consumables	\$172	\$ 0.01	/ each		\$ 1.72
20	Small Tools	4	\$ 0.95	/ hour		\$ 3.80
					TOTAL COST: OTHER, 2 OF 3	\$ 5.52
PERM MTLs & MISC						
	<u>ITEM</u>	<u>QTY</u>		<u>UNIT MEASURE</u>	<u>COST CODE</u>	<u>TOTAL COST</u>
					TOTAL COST: OTHER, 3 OF 3	\$ -
					G & A - Labor	\$ 404.04
					G & A - Equip	\$ 45.00
					G & A - Other	\$ 5.52
					TOTAL	\$ 454.56



April 27, 2018

Nick Ciccirelli
Pipco Companies, Ltd.
1409 W. Altorfer Dr.
Peoria, IL 61615

RE: Illinois Valley Community College – Oglesby, IL
Bldg D Controls – New Valves

Nick,

This revised change order proposal is for the extension of the Schneider Electric Smart Struxure Building Automation System to provide the temperature controls as part of the Bldg. "D" Chiller/Air Handler Replacement Upgrade Project. As part of our scope, Dynamic Controls Inc. will supply the following:

Replacement Hot Water Valves – We will provide three ¾" control valves to serve fin tube units in room D113. We will connect the control valves to the Facility Management system. The valves are installed by others.
Shop Ventilation Unit Hot Water Valve – We will terminate to one existing control valve that is serving the shop area ventilation unit. We will connect the existing control valve to the Facility Management system.

Bid price: \$3,411

Please note the following exclusions

- DCI has not included Premium Time for labor or Performance or Bid Bonds.

Please feel free to contact me if you have any questions regarding this proposal.

Sincerely,

Marlon Calahan
Project Manager
Dynamic Controls Inc
727 Sabrina Dr,
East Peoria, IL 61611



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

815 N. Orlando Smith Road
Oglesby, IL 61348-9692
Telephone: 815-224-2720
Fax: 815-224-3033

October 24, 2018

Mr. Jon Scott Mercer
135 E. Walnut St.
Oglesby, IL 61348

Dear Scott:

On October 15, 2018 the Human Resource office received your request for another 30 days unpaid medical leave pursuant to Board Policy 3.22 – Medical Leave/Termination of Employment Due to Incapacity and received supporting medical documentation on October 18, 2018.

The Board of Trustees has authorized the administration to respond on its behalf. Administration has approved your second 30 day leave beginning October 25, 2018 and ending on November 24, 2018. Per the Board Policy 3.22 you must submit a request for renewal at least two weeks prior to November 24, 2018. Attached is medical documentation that will need to accompany a renewal request if another one is requested.

Please be reminded that in the event that your SURS disability is approved you need to notify us immediately so that we can re-evaluate your approved unpaid medical leave at that time.

Please reach out if you have any questions or concerns.

Best wishes,

A handwritten signature in black ink that reads "Leslie Hofer".

Leslie Hofer, SPHR-CP, PHR
Director of Human Resources



Memorandum

To: Jerry Corcoran
From: Cheryl Roelfsema *CR*
Date: October 29, 2018
Subject: CDB Project – Agriculture Equipment Storage Building

The State of Illinois FY2019 budget included monies for deferred maintenance/emergency capital projects. On June 20, 2018 the amount being discussed was \$40 million, with IVCC's share being \$583,326. The Illinois Community College Board (ICCB) wanted a list of projects with an estimated cost within five days, by June 25. On July 30 we were informed that the amount was lowered to \$25 - \$30 million with IVCC's share being \$437,495. On August 22, another notice came out reducing the funding to \$11.3 million.

On September 14, 2018, Ellen Andres from the ICCB notified me that the deferred maintenance/emergency capital projects from the State's FY2019 budget were approved by the Governor's office. IVCC's requested these funds for an agriculture equipment storage building with \$164,790 in state funding and a \$60,210 match from the College.

On October 2, 2018, the Capital Development Board (CDB) announced they had received a funding release from the State for the deferred maintenance projects. I have prepared the necessary documents asking the CDB to appoint the firm of Demonica Kemper Architects as the architect for this project to work with the CDB. This will be on the agenda for the November 13, 2018 CDB meeting.

Since the first step in this project is demolition of the existing barn, the CDB will prepare an intergovernmental agreement to accept our cost of the demolition (\$50,000) be considered part of our match with the remainder of \$10,210 being deposited in a trust account with a local bank. The CDB will use these funds to make payments for the project on our behalf.

Paula Hallock

From: Leslie Hofer
Sent: Friday, October 26, 2018 1:58 PM
To: Cheryl Roelfsema; Paula Hallock
Subject: Fwd: Mike skoflanc

FYI

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Mike Skoflanc <Mike_Skoflanc@ivcc.edu>
Date: 10/26/18 1:31 PM (GMT-06:00)
To: Leslie Hofer <Leslie_Hofer@ivcc.edu>
Subject: RE: Mike skoflanc

Leslie, I will be working my last day and retiring from my position at the Fitness Center November 9 2018.

Mike Skoflanc

From: Leslie Hofer
Sent: Thursday, October 18, 2018 10:41 AM
To: Tony Ruda; Mike Skoflanc
Subject: RE: Mike skoflanc

Congrats, Mike!

We will need the intent to retire in writing before we can proceed.

Thanks,

Leslie

From: Tony Ruda
Sent: Thursday, October 18, 2018 10:40 AM
To: Leslie Hofer <Leslie_Hofer@ivcc.edu>; Mike Skoflanc <Mike_Skoflanc@ivcc.edu>
Subject: Mike skoflanc

Hi Leslie,

It looks like Mike will be leaving on December 6. Let me know what we need to do to fill that position.

Tony

RECEIVED

OCT 26 2018

HUMAN RESOURCES

October 2, 2018

Dr. Jerry Corcoran
President
Illinois Valley Community College
815 N Orlando Smith Road
Oglesby, IL 61348-9692

Dear President Corcoran,

Congratulations Illinois Valley Community College on receiving Tree Campus USA[®] recognition in 2017! You are one of only 364 colleges and universities to receive this special distinction that sets your campus apart from other schools and shows your commitment to encouraging students and university personnel to care for our planet's tree resources.

Enclosed is a copy of the *Chronicle of Higher Education* ad, which ran on September 28, 2018. The Arbor Day Foundation thanks you for your efforts and encourages you to apply for recertification by December 31, 2018. Together we can foster a sense of environmental stewardship in college students across the country. Congratulations again on your achievement!

Sincerely,



Dan Lambe
President

CONGRATULATIONS AND THANK YOU TO THE 2017 TREE CAMPUS USA® SCHOOLS

As shown in the September 28, 2018, *Chronicle of Higher Education*



ENGAGE YOUR STUDENTS IN SOMETHING GREATER

Join the hundreds of colleges and universities promoting healthy trees and student involvement through the Tree Campus USA program.

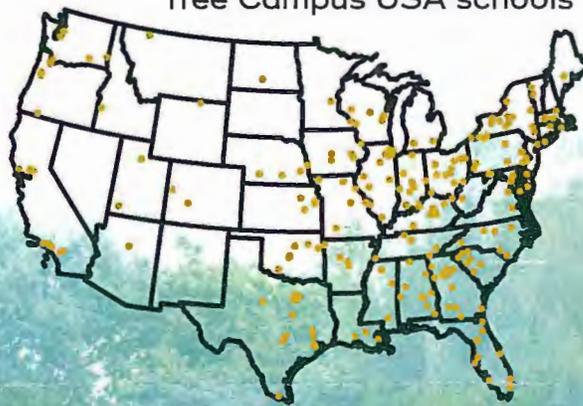
4,313,026

students enrolled at a
Tree Campus USA school



364

Tree Campus USA schools



40,387

students engaged in
tree-related service
learning projects



36,349

trees planted by
Tree Campus USA
Schools

Find a complete list of Tree Campus USA colleges and universities and learn more about how your school can get involved at arborday.org/treecampus.



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Jerry Corcoran, Ed.D., President
From: Deborah Anderson, Ph.D., Vice-President for Academic Affairs *da*
Date: September 19, 2018
Subject: Dr. Andrew Seeger Tenure Recommendation

Typically, faculty are awarded tenure by the Board of Trustees at the March Board meeting; faculty who began full-time employment in August of 2016, will be presented for approval of tenure in March 2019. This year, we have one exception to this timeline.

Dr. Andrew Seeger began his faculty employment as a World Language Instructor in January of 2016. He is, therefore, eligible for tenure in January 2019. Rather than having two tenure award and celebratory events for small numbers of faculty each time, the administration prefers to award and celebrate tenure achievements as per past practice in March.

It is customary that each individual eligible for tenure present his/her portfolio to the Dean, Associate Vice President, and Vice President prior to the presentation to the Board to gain administrative approval and feedback to strengthen the portfolio and assure it accurately represents the faculty member's accomplishments.

To confirm that Dr. Seeger met all requirements prior to his eligibility date, he met with Dr. Anderson, Ms. Campbell, and Dr. Schiffman for the initial presentation of his portfolio on September 18, 2018. In addition to evaluation documents, letters of recommendation, student course feedback, professional development, community service, and examples of contributions to the institution, Dr. Seeger's portfolio included artifacts from his classroom as evidence of student learning. Dr. Schiffman, Ms. Campbell and Dr. Anderson were in unanimous agreement that he met the requirements for tenure outlined in the IVCC Guidelines for Non-tenured Faculty Evaluation System.

We look forward to Dr. Seeger sharing his portfolio and celebrating his success with the Board of Trustees at the March 2019 meeting.

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Illinois Valley Community College is the preferred gateway to advance individual and community success.

Mission Statement

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

Purposes of IVCC

- * The successful completion of courses and degrees required for effective transfer to baccalaureate degree programs.
- * Occupational/technical courses, certificates and degrees leading directly to successful employment or transfer into baccalaureate degree programs.
- * Courses and academic support services designed to prepare students to succeed in college-level coursework.
- * Continuing education courses and community activities that encourage lifelong learning and contribute to the growth and enrichment of students in our community.
- * Student support services to assist in developing personal, social, academic and career goals.
- * Academic and student support programs designed to supplement and enhance teaching and learning.

Principles of Work

Illinois Valley Community College is a system of programs, services and people – the entire system committed to continuous improvement. Nothing stays the same; everything is in a constant process of discovery, creating, and accomplishment. The people of IVCC daily strive to improve the organization's work systems and processes toward higher levels of satisfaction, achievement, and excellence among students and other stakeholders.

College Goals

1. Raise community appreciation for post-secondary education and the opportunities it provides.
2. Provide resources and support systems that cultivate success for our students, employees, and community.
3. Serve as responsible stewards of college, community, state, and donor resources.