

AGENDA FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS

July 5, 2017

7:00 P.M.

CAMPTON TOWNSHIP COMMUNITY CENTER
5N082 OLD LAFOX ROAD
Campton Hills, IL

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments – Sign-up sheets are at the rear of the room. Please limit remarks to 3 minutes per person and please do not repeat topics previously discussed; total time allotted is 30 minutes. Please note, questions will not be answered during this time.
5. Motion to approve payment of bills per Warrant List #18-05
6. Motion to reconsider the re-appointment of Rich Schult to the Public Works Committee for a term to expire June 15, 2020
7. Motion to re-appoint Rich Schult to the Public Works Committee for a term to expire June 15, 2018
8. Discussion and consideration of the Village Cash Management and Investment Policy
9. Discussion and consideration of a Resolution to authorize the purchase of a camera system for Village Hall/Police Department
10. Discussion and consideration of approving up to \$25,000 as the Village's share of a Drainage Improvement Project with Fox Mill Homeowners Association, Kane County and Wasco Sanitary District
11. Discussion – Plan Commission direction for review of the Village's Comprehensive Plan
12. Additional Items, Updates and Follow-up Reports from the Village President, Trustees, Village Administrator, Village Attorney or Staff
 - a. New Items
 - b. Updates
 - c. Follow-up
 - i. Training Report Policy Development
 - ii. Strategic Plan Goals- Review (Correlate Desired Outcomes with Budget)
 - iii. Committee/Commission Members Handbook/Orientation
 - iv. Job Descriptions
 - v. Village Administrator Code (In process)
 - vi. Economic Development Committee Face Book Page Report

13. CLOSED SESSION: Move that the Village Board go into closed session as permitted by the Open Meetings Act to discuss one or more of the following matters:
 - i. Litigation that is filed and pending, or is probable or imminent. 2(c)(11)
 - ii. Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)
 - iii. Biannual Review of Closed Session Minutes. 2(c)(21)
14. Motion to approve a Resolution Approving the Release and Verbatim Recording Destruction of Executive Session Minutes as presented
15. Adjournment

Village of Campton Hills
 BILLS TO BE APPROVED- July 5, 2017
 WARRANT 18-05

5

	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
GENERAL FUND				
Aflac	077783	June billing	21.4510 · Health Insurance	(1,179.99)
Total Aflac				(1,179.99)
B & F Construction Code Services, Inc.	46776	May inspections	44.5350 · Inspection Services	(3,143.76)
	46851	CH-17-141	44.5350 · Inspection Services	(150.00)
	46863	39W590 Norton Lake Dr	44.5350 · Inspection Services	(774.49)
	46883	CH-17-141	44.5350 · Inspection Services	(928.42)
Total B & F Construction Code Services, Inc.				(4,996.67)
Campton Township Highway District	CH-17-162	CH-17-162 temp access fee	4487 · Temporary Access fees	(100.00)
Total Campton Township Highway District				(100.00)
Comcast (Vendor)	061017 2096	06-14 to 07-13	11.5520 · Telephone	(283.66)
	061017 2096	06-14 to 07-13	21.5520 · Telephone	(121.57)
Total Comcast (Vendor)				(405.23)
Dearborn National Life Insurance	060117	07-01 to 07-31-17	11.4520 · Life Insurance	(25.80)
	060117	07-01 to 07-31-17	21.4520 · Life Insurance	(176.30)
	060117	07-01 to 07-31-17	44.4520 · B & Z Life Insurance	(12.90)
Total Dearborn National Life Insurance				(215.00)
GovTempsUSA LLC	2271321	R Searl; week 05-28	11.5395 · Other Professional Service	(2,096.59)
Total GovTempsUSA LLC				(2,096.59)
Helping Hand IT Services & Networking	17-27378	06-29-17 to 06-28-18	11.5370 · Information Technology	(325.84)
	17-27378	06-29-17 to 06-28-18	21.5395 · Other Professional Services	(139.64)
Total Helping Hand IT Services & Networking				(465.48)
Karen Calica	CH-15210 Dep refund	CH-15-210 deposit refund	2500.52 · Escrow - Butch & Karen Calica	(1,292.00)
Total Karen Calica				(1,292.00)
Konica Minolta usage	9003599803	05-17 to 06-16-17	11.5940 · Copier lease/maintenance	(154.53)
	9003599803	05-17 to 06-16-17	21.5940 · Copier lease/maintenance	(66.23)
Total Konica Minolta usage				(220.76)
Matthew Bender & Co., Inc.	93307195	Law enforc. handbk 2017	21.5650 · Publications	(55.44)

	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Total Matthew Bender & Co., Inc.				(55.44)
Metro West	3091	HB, RS & MM 06-22-17 session	11.5610 · Dues and Subscriptions	(90.00)
Total Metro West				(90.00)
Millette, Mike v	031617	Metro West mtg in Springfield	11.5620 · Travel/Lodging/Meals	(260.34)
Total Millette, Mike v				(260.34)
Old Second Credit Card	061617 0345	toilet part	11.6120 · Maint. Supplies-Equipment	(27.28)
	061617 0345	cloud storage	11.5370 · Information Technology	(9.25)
	061617 0345	cloud storage	21.5395 · Other Professional Services	(3.97)
	061617 0217	Reidue kit	21.6520 · Operating Supplies	(50.97)
Total Old Second Credit Card				(91.47)
Physicians Immediate Care - Chicago	3618422	Drug screen - D Kucik	21.5395 · Other Professional Services	(38.00)
Total Physicians Immediate Care - Chicago				(38.00)
Pitney Bowes	1004454471	postage meter	11.5510 · Postage	(74.97)
Total Pitney Bowes				(74.97)
Ready Refresh	07F0126009125	05-15 to 06-14-17	11.6510 · Office Supplies	(32.58)
	07F0126009125	05-15 to 06-14-17	21.6510 · Office Supplies	(32.59)
Total Ready Refresh				(65.17)
Swiftly Print, Inc.	77553	2-part forms	21.5540 · Printing & Publishing	(23.00)
Total Swiftly Print, Inc.				(23.00)
The Outpost	053117	05-15 to 05-31-17 gas	21.6550 · Auto Fuel	(854.83)
	061517	06-01 to 06-15-17 gas	21.6550 · Auto Fuel	(761.50)
Total The Outpost				(1,616.33)
Trailside Auto Repair, Inc	7417	13 Explorer oil change	21.5130 · Maint Svc-Vehicle	(37.62)
Total Trailside Auto Repair, Inc				(37.62)
Trotter and Associates, Inc.	13423	Cmptn Twsp wet lands revw	44.5320 · Engineering Services	(671.00)
	13424	CH-17-094	44.5320 · Engineering Services	(400.00)
	13476	site visit & documentation	2500.53 · Escrow - Norton Lake Dev.	(122.00)
Total Trotter and Associates, Inc.				(1,193.00)
Wasco Sanitary District	100965	04-10 to 06-10-17	11.5710 · Utilities	(112.18)
	100965	04-10 to 06-10-17	21.5710 · Utilities	(48.07)

	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Total Wasco Sanitary District				(160.25)
Wine Sergi & Co. LLC	14631	President bond	11.5930 · Risk Mgmt Contribution	(134.00)
Total Wine Sergi & Co. LLC				<u>(134.00)</u>
Payroll June 16, 2017				
Administration				(2,692.19)
Elected Officials				-
Building & Zoning				(2,346.10)
Employer taxes, retirement contributions, etc.				(11,067.44)
Police - Full Time				(16,049.92)
Police - Part Time				(7,511.18)
Total Payroll				<u>(39,666.83)</u>
TOTAL GENERAL FUND				<u>(54,478.14)</u>
MFT FUND				
Campton Township Highway District	VCH 170615	down tree removal	13.5180 · Mntc Svc-Trees, Trimming, etc.	(500.00)
	VCH 170619	storm damage down limbs	13.5180 · Mntc Svc-Trees, Trimming, etc.	(340.00)
Total Campton Township Highway District				<u>(840.00)</u>
Trotter and Associates, Inc.	13422	IGA mapping boundaries	13.5810 · Intergov't/Twp	(300.00)
	13481	MFT project design & bidding	13.5810 · Intergov't/Twp	(13,275.50)
				<u>(13,575.50)</u>
TOTAL MFT FUND				<u>(14,415.50)</u>
ROAD & BRIDGE FUND				
Campton Township Highway District	061417 KCD	Kane Co Dist #2	14.5810 · Intergov't/Twp	(214,223.42)
Total Campton Township Highway District				<u>(214,223.42)</u>
TOTAL ROAD & BRIDGE FUND				<u>(214,223.42)</u>
TOTAL ALL FUNDS				<u>(283,117.06)</u>

Village President

I CERTIFY THAT THIS WARRANT AS LISTED AND APPROVED BY THE VILLAGE PRESIDENT WERE DULY AUTHORIZED FOR PAYMENT BY THE BOARD OF TRUSTEES OF THE VILLAGE OF CAMPTON HILLS.

Village Clerk

Village of Campton Hills Board Summary Memo

To: Village President and Board of Trustees

From: Administration

Date: ~~June 20, 2017~~ July 5, 2017

Subject: Investment Policy

Agenda #: 8

Issue:

The Village Auditors recommended in last year's audit that the Village Board adopt a formal Investment Policy.

Background/Reasoning:

- Over the course of the last several months, the Village's Finance Committee has been reviewing, discussing and developing a policy for Village Board consideration.
- The Committee has completed this development process and is now recommending the attached draft policy for adoption and consideration.
- July 5, 2017 – As requested, the draft Investment policy has been reviewed and revised to reflect recommended changes by the Village Attorney. Additionally, the Village auditing firm (Lauterbach & Amen) have also looked at the policy and recommended a couple of non-legal related changes that have been incorporated into this draft. Finally, staff has completed a review and determined that the Village is currently in compliance and note that the principles contained in the policy provide ongoing guidance.

Supporting Documents:

- Copies of minutes recommending the policy for adoption.
- Draft policy

Budget:

- Provides *best practice* fiscal investment principles.

Public Impact:

- Provides *best practice* fiscal investment principles.

Action Requested:

Make a motion to adopt the Village of Campton Hills Cash Management and Investment Policy

FINANCE COMMITTEE MINUTES
CAMPTON HILLS VILLAGE HALL
40W270 LAFOX ROAD, SUITE B
CAMPTON HILLS, ILLINOIS
May 24, 2017, 7:00 P.M.

DRAFT

I. Call to Order.

The meeting was called to order by Interim Chair Tim Pearce at 7:02 p.m.

II. Roll Call.

Present: Interim Chair Tim Pearce and Members Village President Harry Blecker, Greg Bruggeman, and Jon Olson. Also in attendance: Administrator Ron Searl.

Absent: Village Trustee Michael O'Dwyer and Marc Falk, Village Treasurer Taunya Fischer,
Also Present: None

III. Approval of the April 12, 2017, and May 2, 2017, Joint Meeting Minutes

Motion #1. Member Bruggeman made a motion to approve the minutes; seconded by Member Olson. Following a voice vote, the motion carried.

IV. Reports

a. Treasurer- Financial Report Update

Administrator Searl noted that Treasurer Fischer is out of town, so he asked the Committee to postpone the financial report. President Blecker asked Administrator Searl to have Treasurer Fischer email the monthly Treasurer's report (given at the second Village Board meeting of each month) to each of the Finance Committee members.

b. Administrator

Administrator Searl did not have anything new to report other than reviewing the upcoming Committee meeting schedule.

V. New Business

The Committee briefly discussed the Village's reserve policy. The Committee agreed to review in the future and then offer some advice to the Village Board looking to simplify its application without losing any effectiveness. Chair Pearce, who noted was involved in the original policy draft, feels like revisions should be considered to reduce the risk of different interpretation. It should be clear in its application. Staff was asked to put together some draft changes before the end of July that could be discussed at the next regular meeting in August as well as distributing, via email, some reserve policy samples.

VI. Unfinished Business

a. Village Investment Policy discussion

Administrator Searl began the discussion by describing the changes made to the draft policy since the Committee's last meeting. The Committee reviewed the current draft. Chair Pearce wanted to research the proper term for allowing banks that provide collateralization to have some flexibility in how the collateral can be provided. Chair Pearce suggested that this concept could be included in the draft policy. Discussed the maximum maturity policy section and decided that the proposed language should stay the same. Discussed the number of votes needed to make future changes to the Village's Investment policy. The Committee decided to change the recommended policy to require 2/3 of the "sitting" Village Board members to vote any future policy change.

VII. Public Comments- None

VIII. Adjournment

Motion #2. Member Bruggeman made a motion to adjourn at 8:09pm; seconded by Member Olson. Following a voice vote, the motion carried.

VILLAGE OF CAMPTON HILLS
CASH MANAGEMENT AND
INVESTMENT POLICY
BOARD POLICY NO. 2017-____



Table of Contents

POLICY	1
FUNDS	1
GENERAL OBJECTIVES	1
Legality	1
Safety	1
Credit Risk	1
Interest Rate Risk	2
Liquidity	2
Yield	2
STANDARDS OF CARE	2
Prudence	2
Ethics and Conflicts of Interest	3
Delegation of Authority	3
Written Investment Procedures	3
SAFEKEEPING AND CUSTODY	3
Authorized Financial Dealers and Institutions	3
Maintenance of Authorized Status	4
Internal Controls	4
Delivery vs. Payment (DVP)	4
SUITABLE AND AUTHORIZED INVESTMENTS	4
Investment types	4
Collateralization	5
INVESTMENT PARAMETERS	6
Diversification	6
REPORTING	6
Methods	6
POLICY CONSIDERATIONS	6
Exemption	6
Adoption & Amendments	7

POLICY

The intent of this Policy is to outline a plan for ensuring prudent investments of the Village of Campton Hills (Village) funds and maximizing the efficiency of the Village's cash management procedures. The goal is to invest public funds in a manner that will provide the maximum security and the highest investment return while meeting both the daily cash flow demands of the Village and conforming to all State and local statutes governing the investment of public funds, in particular, 30 ILCS 235, the Public Funds Investment Act.

This Policy applies to all financial assets of the Village under the direct management by the Treasurer, with the following exceptions:

- The policy for the Village of Compton Hills Police Pension Fund will be determined by the Pension Board and are not covered by this Policy.
- Funds set aside in an escrow account established in an ordinance authorizing an advance refunding of outstanding bonds will be invested in accordance with appropriate bond documents and arbitrage rules and not necessarily in compliance with this Policy.

Should bond covenants be more restrictive than this Policy, funds will be invested in full compliance with those restrictions. Funds set aside for construction/infrastructure improvement generated from a Village bond issue will be invested so as not to create an arbitrage issue for the Village.

FUNDS

The financial assets covered by this Policy are accounted for in the Village's annual Comprehensive Annual Financial Report and include:

- 1) General Fund
- 2) Special Revenue Funds
- 3) Debt Service Funds
- 4) Capital Project Funds
- 5) Proprietary Funds
- 6) Trust and Agency Funds
- 7) Any new fund created by the Village Board, unless specifically exempted above.

GENERAL OBJECTIVES

The primary objectives of Village investment activities shall be legality, safety, liquidity and yield, in that order of precedence.

Legality.

The Village's investment activities will be in compliance with all statutes governing the investment of public funds and will conform to federal, state and other legal requirements.

Safety.

Safety refers to the preservation of capital and protection of investment principal. The protection of investment principal is the foremost objective of the investment program. Village investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio by mitigating credit risk and interest rate risk.

Credit Risk.

Credit risk is the risk of loss due to the failure of the security issuer or backer. The objective will be to minimize credit risk by:

- Limiting investments to the safest type of securities,

- Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which the Village will do business, and
- Diversifying the investment portfolio so that potential losses on individual securities will be minimized. Diversification reduces the risk that potential losses on individual securities might exceed the income generated from other investments.

Interest Rate Risk.

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. The objective will be to minimize interest rate risk by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby minimizing the need to sell securities on the open market prior to maturity, and investing operating funds primarily in shorter-term securities, or cash funds.
- To the extent possible, the Village will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Village will not directly invest in securities maturing more than two (2) years from date of purchase.

Liquidity.

Liquidity is the availability of sufficient funds to meet operating requirements.

The objective will be for the investment portfolio to remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. The Village will maintain sufficient liquidity by:

- Structuring the portfolio so that securities mature concurrent with the cash needs to meet anticipated demands (static liquidity), and
- Since all possible cash demands cannot be anticipated, the Village portfolio will consist largely of securities with active secondary or resale
- markets (dynamic liquidity), and
- Utilizing qualifying money market mutual funds or local government investment pools which offer same- day liquidity for short-term investment.

Yield

Yield is the return on investments. Return on investment is of secondary importance compared to the legality, safety and liquidity objectives described above.

The objective will be to attain a market rate of return over the budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs of the Village. The Village will accomplish this objective by:

- Limiting the core of investments to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed,
- Holding securities to maturity with the following unusual exceptions:
 - 1) a declining credit security could be sold early to minimize loss of principal; or
 - 2) a security swap would improve the quality yield, or target duration in the portfolio; or
 - 3) unplanned liquidity needs of the portfolio require that the security be sold.

STANDARDS OF CARE

Prudence

Village investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

The above standard is established as the standard for professional responsibility and shall be applied in the context of managing the Village's investment portfolio. Officers of the Village of Campton Hills and the Village's investment advisors acting in accordance with this standard of care shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that deviations from expectation are reported in a timely fashion, and appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest

The Village shall avoid conflicts of interest by:

- Requiring that both officers and employees, who are involved with the Village investment process, disclose:
 1. any material interests in financial institutions with which the Village conducts business, and
 2. any personal financial/investment positions that could be related to the performance of the investment portfolio.
- Establishing that both officers and employees involved in the Village investment process shall refrain from personal business activity that could conflict with the proper execution and management of the Village's investment program, or that could impair their ability to make impartial decisions.

Delegation of Authority.

The operation of the Village investment program is the responsibility of the Treasurer who shall establish written procedures consistent with this investment policy.

Written Investment Procedures.

The written procedures shall include references to:

- Safekeeping
- Delivery vs. Payment
- Investment accounting
- Repurchase agreements
- Wire transfer agreements, and
- Collateral/depository agreements

The procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this Policy and the established written investment procedures. The Village Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and Village investment advisors. The written procedures may be amended from time to time in a manner not inconsistent with this Policy or with state statutes.

SAFEKEEPING AND CUSTODY

Authorized Financial Dealers and Institutions

Qualifications of other Financial Institutions and security brokers/dealers.

The Treasurer or designee will maintain a list of qualified and approved financial institutions authorized to provide investment services. No public deposit shall be made except to a qualified public depository as established by Illinois State Statutes. The list of approved security brokers/dealers may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (Uniform Net Capital Rule). Furthermore, employees of any firm or financial institution offering securities or investments to the Village are expected to be trained in the precautions appropriate to public-sector investments and are expected to familiarize themselves with the Village's investment objectives, policies, and constraints. These firms and financial institutions are expected to make reasonable efforts to preclude imprudent transactions involving Village funds.

All financial institutions and brokers/dealers who desire to perform investment services for the Village must supply the Village Treasurer with the following:

- Two years audited financial statements
- Rating — when applicable
- Two years of call reports for banking institution
- Proof of National Association of Security Dealers (NASD) certification
- Proof of state registration
- Certification of having read, understood and agreed to comply with the Village's investment policy
- Depository contracts, if appropriate.

Maintenance of Authorized Status

The Treasurer will conduct a periodic review of financial condition and registration of qualified financial institutions and brokers/dealers.

Internal Controls

The Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Village are protected from loss, theft or misuse.

The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits require estimates and judgments by management.

The internal controls shall address the following:

- Clear delegation of authority to subordinate staff members
- Separation of investment approval and account reconciliation functions
- Custodial safekeeping
- Written confirmation of transactions for investments and wire transfers
- Development of a procedure for making wire transfers

Delivery vs. Payment (DVP)

Delivery vs. Payment is the delivery of securities with an exchange of money, not just a signed receipt, for the securities. All security transactions, including collateral for repurchase agreements, entered into by the Village shall be conducted on a delivery vs. payment basis to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Purchased securities will be held by a third-party custodian and will be evidenced by safekeeping receipts.

SUITABLE AND AUTHORIZED INVESTMENTS

Investment types

The Village is empowered to invest in certain types of securities as detailed in State Statute 30 ILCS 235/2. This Policy authorizes the Village to invest in the following investment types which are a restricted selection of the State authorized investments:

Obligations of the United States of America, or its agencies.

U.S. Government bonds, notes, certificates of indebtedness, treasury bills, treasury strips or other securities that are guaranteed by the full faith and credit of the Government of the United States of America as to principal and interest. Other similar obligations of the

United States of America or its agencies including obligations of the Governmental National Mortgage Association are approved by the Government of the United States of America and have a liquid market with a readily determinable market value;

Direct obligations of institutions defined in the Illinois Banking Act and insured by the Federal Deposit insurance Corporation (FDIC).

Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investment constituting direct obligations of any institution as defined by the Illinois Banking Act and is insured by the FDIC. Any such investment shall not exceed current FDIC insurance limitations including principal and interest. Exceptions are provided in Section 5.2.

Commercial Paper.

Short-term obligations of corporations (commercial paper) organized in the United States with assets exceeding \$500 million and rated at the time of purchase at the highest classification established by at least two standard rating services. These must mature within 180 days from the date of purchase. Such purchases may not exceed 10% of the corporation's outstanding obligations, and no more than 10% of the Village's funds may be invested in commercial paper.

Savings and Loan Institution obligations

Short-term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally offered by savings and loan associations incorporated under the laws of this state or any other state or under the laws of the United States. Investments may be made only in those savings and loan associations of which the shared, or investment certificates are insured by the FDIC.

Local government investment pools

Local government investment pools, either administered by the State of Illinois or through joint powers statutes and other intergovernmental agreement legislation.

Public Funds

Interest-bearing bonds of any county, township, city, village, incorporated town, municipal corporation, or school district, of the State of Illinois, or of any other state, or of any political subdivision or agency of the State of Illinois or of any other state. Such purchases may not exceed 20% of the Village's funds. The bonds shall be rated at the time of purchase within the 4 highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.

Government Money Market Funds

Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to investments in obligations of the United States of America or its agencies or repurchase of such obligations.

Collateralization

It is the policy of the Village, as recommended by State Statute and Government Finance Officers Association (GFOA) Recommended Practices on the Collateralization of Public

Deposits, that Village funds on deposit in excess of FDIC limits be secured by some form of collateral or separate insurance, witnessed by a written agreement and held by an independent third-party institution in the name of the Village. The Village can accept, but is not limited to, any of the following assets as collateral:

- Government Securities
- Obligations of Federal Agencies
- Obligations of Federal Instrumentalities
- Obligations of the State of Illinois and municipalities of Illinois
- Letters of Credit issued by the Federal Home Loan Bank
- Separate Insurance through a Triple A rated provider.

The Village reserves the right to accept or reject any form of the above-named securities.

The Village also requires that all depositories that hold Village deposits in excess of the FDIC limits must agree to utilize the Village's Collateralization requirements listed below.

The amount of collateral provided will be between 100% and 103% of the fair market value of the net amount of public funds secured. The ratio of the fair market value of collateral to a number of funds secured will be reviewed monthly, and additional collateral will be required when the ratio declines below the level required, and collateral will be released if the fair market value exceeds the required level.

Pledged collateral will be held in safekeeping, by an independent third-party custodian, or the Federal Reserve Bank, designated by the Village and evidenced by a safekeeping agreement. Each time collateral is changed, it must be approved by the Village Treasurer. Collateral statements will be provided to the Village within fifteen (15) days after the end of the month unless alternative arrangements are agreed upon by the Village Treasurer.

Collateral agreements will preclude the release of the pledged assets without an authorized signature from the Village.

INVESTMENT PARAMETERS

Diversification

Diversification is related to the types of investments, number of institutions invested in, and the length of maturity for investments. It is the policy of the Village to diversify its investments to the best of its ability based on the types of funds invested and the cash flow needs of those funds.

- The investment portfolio for the Village shall not exceed the following diversification limits unless specifically authorized by the Village Board:
- No financial institution shall hold more than 40% of the Village's investment portfolio, exclusive of securities in safekeeping.
- Monies deposited at a financial institution shall not exceed 75% of the capital stock and surplus of that institution.
- Commercial paper shall not exceed 10% of the Village's investment portfolio, excepting bond issue proceed investments.
- Deposits in any one public investment pool shall not exceed 50% of the Village's investment portfolio, provided, however, that a 3% in excess of 50% deviation may result due to daily volatility, on any given day. In this event, staff shall continue to monitor the balance to ensure that no audit management letter comment should be generated as a result of this allowable deviation.

REPORTING

Methods

The Treasurer shall provide an investment report to the Village Administrator and the Village Board on a monthly basis. The investment report will include the following:

- A succinct management summary which provides a clear picture of the status of the current investment portfolio.
- A listing of individual securities held at the end of the reporting period, by maturity date.
- The percentage of the total portfolio which each type of investment represents.
- The average weighted maturity of the portfolio.

POLICY CONSIDERATIONS

Exemption

Any investment currently held that does not meet the guidelines of this Policy shall be exempted from the requirements of this Policy. At maturity or liquidation, such monies shall be reinvested only as provided by this Policy.

Adoption & Amendments

This Policy shall be adopted by resolution of the Village Board and will replace any previous investment policies adopted by the Village Board.

In the event that any state or federal legislation or regulation should further restrict instruments, institutions or procedures authorized by this Policy, such restrictions shall be deemed to be immediately incorporated into this Policy. If new legislation or regulation should liberalize the permitted instruments, institutions or procedures, such changes shall be available and included in this Policy only after written notification to the Village Board and their subsequent approval of said changes.

The Village Treasurer shall review this Policy on a regular basis, and the Village Council must approve any modifications made thereto. Following adoption, any subsequent changes to this policy shall require 2/3rd Village Board majority vote. This shall mean 2/3rd of those Board members currently holding office.

Village of Campton Hills Board Summary Memo

To: Village President and Board of Trustees

From: Chief Hoffman

Date: ~~June 6, 2017~~ ~~June 20, 2017~~ July 5, 2017

Subject: Camera System

Agenda #: 9

Issue:

Purchase a camera system for Village Hall/Police Department

Background/Reasoning:

- To enable the Police Department to monitor activity in the rear parking lot and activity in the front lobby of the Village Hall, \$1820 was budgeted for the 2018 budget.
- When securing quotes on the cameras, AA American Locksmith Inc. of Sycamore, IL, was able to provide cameras for the lobby and parking lot, in addition to replacing the current cameras (audio and video) we have in the booking and interview room for \$2540.
- The current system we have at the Police Department was installed in 2011. The system's capabilities are dated and produces very low-quality audio and video, which we use in testimony for court.
- Additionally, we pay a \$355 annual maintenance fee on the system for warranty work needed.

Supporting Documents:

- AA American Locksmith Proposal

Budget:

- \$1820 is budgeted for cameras in 21-8300, however there is a total of \$4400 in that line item.
- The new system has a 3-yr. warranty, which will allow us to save \$355 annually on the current annual maintenance fee.

Action Requested:

Make a motion to approve a Resolution to enter into a contract with AA American Locksmith Inc. to provide security cameras at Village Hall/Police Department

**A RESOLUTION
ACCEPTING A PROPOSAL FROM
AA AMERICAN LOCKSMITH
FOR THE PURCHASE OF A
FOUR CAMERA SURVELLIENCE SYSTEM**

NOW THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF CAMPTON HILLS, KANE COUNTY, ILLINOIS AS FOLLOWS:

Section 1. The Proposal from AA American Locksmith for the Purchase of a Four Camera Surveillance System, in words and figures as attached hereto as EXHIBIT A, shall be and hereby is accepted in substantially the form attached, subject to changes which may be made by the Village President and approved by the Village Attorney.

Section 2. The Police Chief shall be and is hereby authorized to execute any and all documents related to EXHIBIT A on behalf of the Village.

Section 3. This resolution shall take full force and effect upon its passage and approval as provided by law.

Passed this _____ day of _____, 2017 pursuant to a roll call vote as follows:

	AYES	NAYES	ABSENT	ABSTAIN
Trustee Laura B. Andersen	_____	_____	_____	_____
Trustee Susan P. George	_____	_____	_____	_____
Trustee Nick Girka	_____	_____	_____	_____
Trustee Mike Millette	_____	_____	_____	_____
Trustee Mike O'Dwyer	_____	_____	_____	_____
Trustee Michael Tyrrell	_____	_____	_____	_____
President Harry Blecker	_____	_____	_____	_____

APPROVED this _____ day of _____, 2017

Harry Blecker, Village President

(SEAL)

ATTEST: _____
Vanessa Quail, Village Clerk

AA American Locksmith Inc

KEYS – LOCKS – SAFES – DOOR HARDWARE – ACCESS CONTROL – CCTV

**PROPOSAL:
Campton Hills PD.**

**Attn: Chief Dan Hoffman
Re: Surveillance camera**

5/6/17

We hereby propose to furnish the products, material & labor necessary to complete the installation of:
A 4 camera (HD-TVI / 2MP) surveillance system consisting of: 3 inside dome cameras & 1 outside bullet camera.
This system is manufactured by Eastern CCTV products & carries a 3/ year manufacturer's warranty.

Products:

- 1- Eastern® ED 800-4 TSC – DVR, Records 1080P (2MP) resolution @ 15fps, 4TB-HDD Installed, 4 CH Audio, CMS software, Phone app for both iPhone® & Android®
- 3- Eastern® HDA- IRD2M03-HVF, Vandal proof dome camera, 2MP resolution, Infrared, 2.8-12mm Vary focal lens, IP66 rated.
- 1- Eastern® HAD-IRB2M06-HVF, Bullet camera, Infrared, 2MP resolution, 2.8-12mm Vary focal lens, IP66 Weather rated, 12VDC
- 2- Eastern® CC7100, Board Microphones
- 4- Eastern® B1-W, Base box for cameras
- 1-QTY: RG6SIA Video & Power cable, 1- 9CH 12VDC / 10A Power supply, BNC connectors, 18/2 wire, Etc.

Labor:

- 1- Service call to location + 4+ Hours installation time. Includes system setup, configuration & training.

Total system price: \$ 2,540.00

**Respectfully submitted
Steve Stegle
CEO / Operations Mgr**

- 3- Year warranty products, labor. (Excludes vandalism)
- 50% deposit required \$ 1,270.00
- Balance due: Net 15 days from completion
- Work to be completed within 7- Days of deposit receipt (Pending product availability)

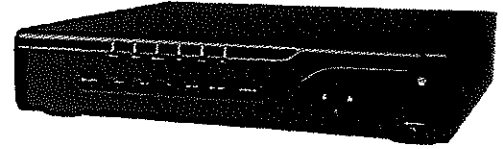
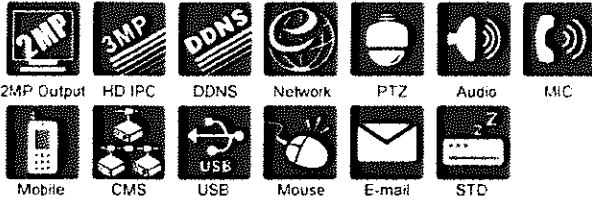
**AA American Locksmith Inc
432 Wyman, St. Suite: A
Sycamore, IL 60178
Shop: 847-697-0333**

**IL Licenses
191-000523
Email: locksmith7461@aol.com**

www.aaamericanlocksmith.net

ED8004TSC / ED8008TSC

1080P 5-IN-1 DVRs Titanium GUI



Introduction:

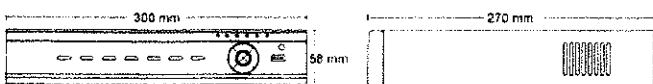
ED8000TSC are 4 / 8 CH high definition DVRs, which adopt the standard H.264 high profile compression format and the most advanced SOC technique to ensure real time recording in each channel and realize outstanding robustness of the system. It can support HD-TVI, AHD, CVI, 960H and HD-IP.

ED8000TSC supports 4 / 8 CH video input, 4 CH audio input, simultaneous 4 / 8 CH playback. The series of product can meet different security requirements of home, financial, commerce, enterprise, transportation and government, etc.

Main Feature:

- 4 / 8 CH TVI / AHD 2.0 video input
- 4 / 8 CH 1080P / 1080P lite / 720P recording
- 4 CH DVR supports 1 CH IPC 1080P / 960P / 720P recording; 8 CH DVR supports 1 CH IPC 3MP / 1080P / 960P / 720P recording
- Adopt standard H.264 high profile compression format to get high-quality video at much lower bit rate
- Intuitive and user-friendly Graphics User Interface (GUI), window style operation by mouse
- Multi-mode recording: manual / timer / motion / sensor
- Playback : 4 / 8 CH simultaneously playback
- Search: time / calendar, events (alarm, motion)
- Express and flexible backup via USB and network and so on
- Pentaplex: preview, record, playback, backup and remote access
- DHCP, DDNS, PPPoE network protocol, IE browse and CMS supported
- Remote control via IE or CMS : preview, playback, backup, PTZ and configuration
- Dual stream technology to encode recording stream and network stream respectively; network stream can be adjustable to fit bandwidth without changing recording quality
- Multi-user online simultaneously
- Authorization management, log review and device status review
- HDMI 1080P output, true high resolution display
- Support PTZ preset and auto cruise, up to 128 presets and 8 cruises
- Powerful smart phone surveillance supporting iPhone, Android
- Support NAT function, support QR code scanning by mobile phone
- Complete SDK software available, easy to integrate with other applications

Physical Interfaces:



Model	ED8004TSC	ED8008TSC
System	Compression H.264 High profile	
Video	Input	BNC x 4 (TVI/AHD/CVI/960H)
	IP input	IPC x 1
	Bandwidth	6Mbps
	Output	HDMI / VGA / CVBS(SPOT)
Audio	Input	RCA*4
	Output	RCA*1
	2-way audio	Take up channel one audio input
Record	Resolution	1080P, 1080P Lite, 720P
	Frame rate	720P/960H: 30fps/CH 720P/960H: 30fps/CH 1080P: 12fps/CH 1080P: 12fps/CH
	Encode	VBR/CBR
	Quality	6 level
	Mode	Manual, Timer, Motion
	File management	Lock, unlock
	IP input	Resolution
	Frame rate	2Mp: 15fps/CH 3Mp: 15fps/CH
Play	Local Playback	4CH 8CH
	Search	Time/calendar search,event(motion)
	Smart search	Highlighted date and time to display the channel record
	Function	Play, Pause, FF, FB; Digital zoom
Alarm	Mode	Sensor, Motion, Video Loss
	Input	4CH
	Output	1CH
	Triggering	Record, PTZ move,alarm out,e-mail, etc
Network	Interface	RJ45 10M/100M adaptive ethernet network port x 1
	Protocol	TCP/IP, UDP, DHCP, DNS, PPPOE, DDNS
	Others	10users online, dual stream
Cell phone	OS	iPhone, Android
	Function	Multi-screen surveillance (for certain model),record,snapshot,PTZ control,save the device list
Port	HDD	SATA* 1
	RS485	RS485 * 1, connect to PTZ or keyboard
	USB	USB2.0 * 2, one for mouse, another for USB backup device
	Remote	Optional
Others	Power supply	DC12V
	Consumption	< 5W(without HDD) < 8W(without HDD)
	Dimensions (W*D*H)	11.8" x 10.6" x 2.2" (300 x 270 x 58mm)
	Environment	-10~50°C, 10%-90% (Humidity)

© 2012 Eastern CCTV. All rights reserved. Eastern CCTV is a registered trademark of Eastern CCTV.

www.EasternCCTV.com

Headquarters

50 Commercial St.,
Plainview, NY 11803

Queens, NY

129-04 14th Ave.,
College Point, NY 11356

E. Los Angeles, CA

110 California Ave.,
City of Industry, CA 91744

N. Hollywood, CA

13761 Saticoy St.
Panorama City, CA 91402

Miami, FL

4515 NW 72nd Ave.
Miami, FL 33166

Houston, TX

3790 Westchase Dr.,
Houston, TX 77042

TEL: 516-870-7779 FAX: 516-390-1200

TEL: 718-939-2710 FAX: 718-939-2713

TEL: 626-961-8810 FAX: 626-961-8809

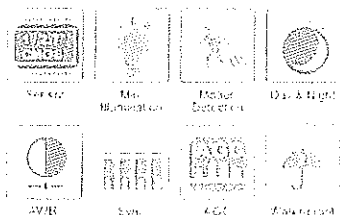
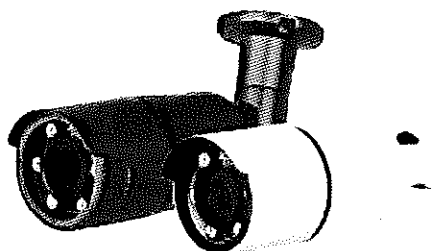
TEL: 818-924-9021 FAX: 818-849-5127

TEL: 305-423-1329 FAX: 786-717-7282

TEL: 832-308-5282 FAX: 832-925-7454

HDA-IRB2M06HVF-G/W

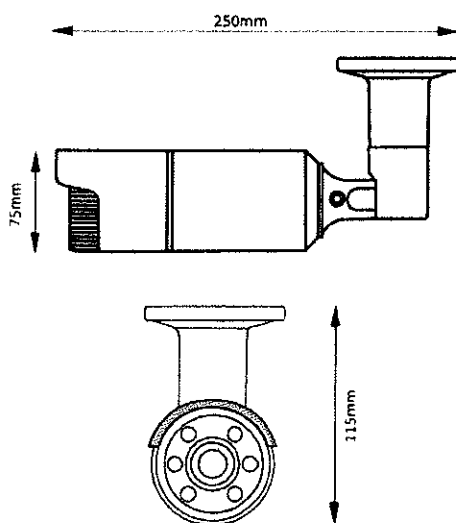
2Mp 3-In-1 AHD/TVI/960H Camera



Key Features

- 1/2.7" Aptina CMOS
- Compatibility: AHD / TVI / Analog
- 2D DNR, AGC, BLC
- IR Distance: 50 ~ 60m
- 30fps@1080P
- 6 Super IR
- 2.8~12mm Vari-Focal Lens
- DC 12V

Dimensions



Model	HDA-IRB2M06HVF-G/W
Camera	
Image Sensor	1/2.7" Aptina 2.4 Megapixel Sensor
Effective Pixels	1920(H) × 1080(V)
Electronic Shutter	PAL:1/50s~1/100,000s NTSC:1/60s~1/100,000s
Min. Illumination	0.01Lux @ F1.2, (0Lux IR on)
Lens	2.8-12mm
View Angle	100°-30.8°(H),64.5°-23.3°(V)
S/N Ratio	≥45dB(Max 70 dB)
Video Output	1.0Vp-p
White Balance	Auto adaptive(Range 2200 ~ 10000K)
WDR	N/A
AGC	Automatic / manual
BLC	Automatic / manual
DNR	2D
Image	
Compatibility	AHD / TVI / Analog
Encode Mode	CBR
Image Quality	Not adjustable under CBR
Resolution	1080P (1920×1080)
Video Frame Rate	PAL: 25fps@1080P NTSC: 30fps@1080P
Image Setting	Brightness, Contrast, Sharpness, DNR, Color gain, exposure, mode etc.
Functions	
Remote Monitoring	By monitoring the video recorder
Day & Night	Auto / Color / BW / EXT
IR Distance	50-60m
IR LED - count	Ø16 X 6 IR
OSD Menu	Yes
Protection	IP66
Others	
Power supply	DC12V±10%
power consumption	700mA
Working Environment	- 30°C ~ +60°C
Dimension	(250 x 75 x115mm)
weight	0.65KG

Headquarters

50 Commercial St.,
Plainview, NY 11803

Queens, NY

129-04 14th Ave.,
College Point, NY 11356

E. Los Angeles, CA

110 California Ave.,
City of Industry, CA, 91744

N. Hollywood, CA

13761 Saticoy St.
Panorama City, CA 91402

Miami, FL

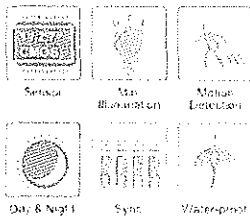
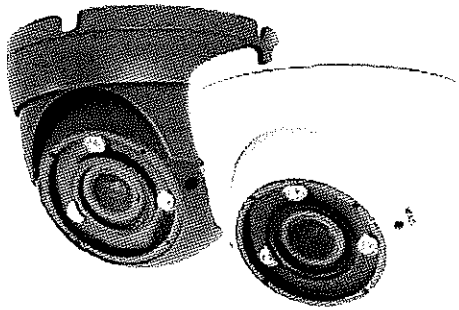
4515 NW 72nd Ave.
Miami, FL 33166

Houston, TX

3790 Westchase Dr.,
Houston, TX 77042

HDA-IRD2M03HVFW-G/W

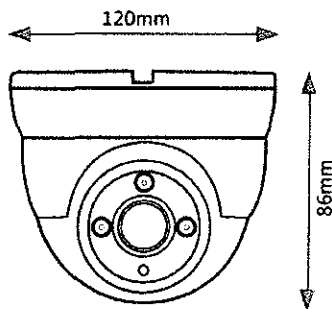
2Mp HD-HDA 4-In-1 Eyeball Camera



Key Features

- 1/2.7" Aptina Sensor
- BLC, AGC, 2D DNR
- IR Distance: 25 ~ 30m
- 3 Super IR
- 2.8~12mm Vari-Focal Lens
- 12V DC

Dimensions



Specifications

Model	HDA-IRD2M03HVFW-G/W
Camera	
Image Sensor	1/2.7" 2.4MP Aptina Sensor
Effective Pixels	1920(H)×1080(V)
Electronic Shutter	PAL:1/50s~1/100,000s NTSC:1/60s~1/100,000s
Min. Illumination	0.01Lux @ F1.2, (0Lux IR on)
Lens	2.8-12mm
View Angle	100°-30.8°(H), 64.5°-23.3°(V)
S/N Ratio	≥45dB(Max 70 dB)
Video Output	1.0Vp-p
White Balance	Auto adaptive(Range 2200~10000K)
WDR	N/A
AGC	Automatic / manual
BLC	Automatic / manual
DNR	2D
Image	
Compatibility	AHD / CVI / TVI / Analog
Encode Mode	CBR
Image Quality	Not adjustable under CBR
Resolution	1080P (1920×1080)
Video Frame Rate	PAL: 25fps@1080P NTSC: 30fps@1080P
Image Setting	Brightness, Contrast, Sharpness, DNR, Color gain, exposure, mode etc.
Functions	
Remote Monitoring	By monitoring the video recorder
Day & Night	Auto / Color / BW / EXT
IR Distance	25-30m
IR LED - count	3 Super IR
OSD Menu	Yes
Protection	IP66
Other	
Power supply	DC12V±10%
Power Consumption	660mA
Working Environment	-30℃ ~ +60℃
Dimension	4.7" x 4.7" x 3.4" (120 x 120 x 86mm)
Weight	1.63LBS (0.74KG)

Headquarters

50 Commercial St.,
Plainview, NY 11803

TEL: 516-870-3779 FAX: 516-390-1200

Queens, NY

129-04 14th Ave.,
College Point, NY 11356

TEL: 718-939-2710 FAX: 718-939-2713

E. Los Angeles, CA

110 California Ave.,
City of Industry, CA, 91744

TEL: 626-961-8610 FAX: 626-961-8809

N. Hollywood, CA

13761 Saticoy St.
Panorama City, CA 91402

TEL: 818-924-9021 FAX: 818-849-5227

Miami, FL

4515 NW 72nd Ave.
Miami, FL 33166

TEL: 305-423-1325 FAX: 786-717-7282

Houston, TX

3790 Westchase Dr.,
Houston, TX 77042

TEL: 832-308-5282 FAX: 832-925-7454

Village of Campton Hills Board Summary Memo

To: Village President and Board of Trustees

From: Administration

Date: ~~June 20, 2017~~ July 5, 2017

Subject: Fox Mill Drainage Project

Agenda #: 10

Issue:

Request of the Village Board to commit funds to the Fox Mill Drainage Project

Background/Reasoning:

- In Fox Mill, there appears to be a broken, or damage, to a drain tile
- This causes water to come thru the tile and onto the path
- There also appears to be ponds that are not draining correctly
- Mr. Tom Huddleston, Huddleston McBride Land Drainage Co., updated the Board on the issue at the June 20, 2017 meeting

Supporting Documents:

N/A

Budget:

Nothing is budgeted for this project

Public Impact:

- As a whole, this does not affect the Village directly
- Correcting the issue will keep that section of the path in that area of Fox Mill free of standing water for those that utilize it

Action Requested:

Motion to consider approving up to \$25,000 as the Village's share of a Drainage Improvement Project with Fox Mill Homeowners Association, Kane County and Wasco Sanitary District

Village of Campton Hills Board Summary Memo

To: Village President and Board of Trustees
From: Administration
Date: July 5, 2017
Subject: Plan Commission Review of Comprehensive Plan **Agenda #: 11**

Issue:
Providing direction to Plan Commission

Background/Reasoning:

- Village Trustees held a joint meeting with the Plan Commission/ZBA on May 22, 2017
- The discussion included the Plan Commission review of the Comprehensive Plan

Supporting Documents:

N/A

Budget:

N/A

Action Requested:

Board to have a follow-up discussion regarding providing direction to the Plan Commission as it relates to the Comprehensive Plan.