



City Council
COMMITTEE OF THE WHOLE
City of Belvidere, Illinois

Alderman Sheryl Prather	Chairman Building
Alderman Natalie Mulhall	Vice-Chairman Building
Alderman Ric Brereton	Chairman Finance and Personnel
Alderman Wendy Frank	Vice -Chairman Finance and Personnel
Alderman Tom Porter	Chairman Planning & Zoning
Alderman Mike McGee	Vice-Chairman Planning & Zoning
Alderman Clayton Stevens	Chairman Public Safety
Alderman Matthew Fleury	Vice-Chairman Public Safety
Alderman Marsha Freeman	Chairman Public Works
Alderman Daniel Snow	Vice-Chairman Public Works

AGENDA

January 23, 2023
6:00 p.m.
City Council Chambers
401 Whitney Blvd., Belvidere, Illinois

Call to Order:

Roll Call:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Public Safety, Unfinished Business: None.

2. Public Safety, New Business:
 - (A) Police Department – Update.
 - (B) Fire Department – Update.
 - (C) Ambulance Service Proposal Results.

3. Finance & Personnel, Unfinished Business: None.

4. Finance & Personnel, New Business:
 - (A) Finance Department – Update.
 - (B) FY 2024 – Fire Budget.
 - (C) FY 2024 – Police Budget.

5. Other:
 - (A) Liquor License Renewal.
 - (B) Resolution – Release of Certain Executive Session Minutes Pursuant to 5ILCS 120/1 Et. Seq.

6. Adjournment:



**BELVIDERE
FIRE
DEPARTMENT**

**123 S. State St.
Belvidere, IL 61008**

From the Office of the Fire Chief

(815)544-2242

Fax (815)544-2278

Memorandum

From:	Chief Schadle	Today's Date:	January 19, 2023
To:	Mayor and Council	Subject:	Ambulance Service

Dear Mayor and Council,

For many years the citizens of Belvidere have been provided emergency ambulance transport by OSF Lifeline. OSF Lifeline served the community dutifully and without subsidy from the community.

I would like to formally thank OSF Lifeline, and its employees for their service to the community of Belvidere. They have saved countless lives and provided great care.

As you know, last October OSF Lifeline Ambulance sold all their assets and interests to Elite Medical Transportation, and our agreement with Elite Medical Transportation is expiring on 4/30/2023 leaving the City without an ambulance provider.

Since October, I have met with many area Fire Chief's to see how they provide emergency medical transportation to their communities. Many have helped with transport and revenue data. I would like to thank Chief Kunce, Chief Corl, Chief Hallstrom, Chief Kimmel, Chief Hill, Chief Herrmann, and Chief Miller. I would also like to thank OSF and Andres billing for help estimating our future revenue by providing for me Lifeline's 2021 revenue data from the City of Belvidere. I would be remiss to also not thank the Mayor, Finance Director Hansen, and Attorney Della as we have had many meetings pouring over run data and revenue data.

After carefully considering our options, we are of the opinion that Metro Paramedic Services offers the best combination of value and service to meet the community's needs. I am recommending the following motion.

Motion to forward to the City Council a 5-year agreement with Metro Paramedic Services Inc. to provide ambulance services as outlined in the January 4, 2023 proposal at an approximate annual cost of \$1,659,733.00 per year and total cost not to exceed \$8,298,665.00 for the term of the 5-year agreement. City staff shall negotiate the final Paramedic Service Agreement for final approval of the City Council.

Respectfully Submitted,
Chief Shawn Schadle

2023 Ambulance Service RFP's

IAFF #1569, City, Metro, Northwest, Elite

Current Setup - FIRE/EMS

Belvidere Fire

2 ALS Engine Companies

1 BLS Shift Commander

Lifeline Elite-Provides 4 ambulances

North Ambulance (shared with D2)-Backfilled

South Ambulance (shared with D2)-Backfilled

FIRE/EMS total daily staffing:

11 persons (7 BFD and 4 ELITE)

GOAL-Maintain current service levels



What if the BFD operated the ambulance with current staffing?

Engine (2) Ambulance (2) Ambulance (2) Shift-commander (1)

- Decreased safety to firefighters during suppression (2 man engine with no backup).
- Decreased ability to provide dual response (Fire/EMS) to carry patients and thereby increasing chances of injury.
- Decreased availability to respond to back to back incidents.
- Decreased effectiveness with less people on fire scene (unable to simultaneously perform suppression and rescue or extrication and patient care).
- Reduced staffing 8.5 hours per day (est time ambulances are out of town).
- Burnout of our aid partners with frequent requests for help.
- Reduced ability to provide aid to our partners.
- 1 aid request leaves us with no suppression units in town and would have to shut down an ambulance. (Aid = engine with 3-4 firefighters) decreasing our medical response.

SUMMARY: Two 3 man engine companies are the absolute minimum for us to safely and effectively carry out our mission. Not being tied up transporting patients is critical to allow us to provide an adequate level of service to the community.

Lifeline 2021 Revenue Data (used to estimate future revenue)

<p>1,686 Transports</p> <p>Total Revenue: \$843,046.87</p> <p>Average Revenue per Transport: \$500.32</p>	<p>53% Medicare (894/1686)</p> <p>25% Medicaid (418/1686)</p> <p>16% Private (265/1686)</p> <p>5% No Insurance (96/1686)</p> <p>1% Other (14/1686)</p>	<p>Medicare \$406</p> <p>Medicaid \$378</p> <p>Private \$1,161</p> <p>No Insurance \$83</p> <p>Other \$503</p>
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Ground Emergency Medical Transportation (GEMT) Program

Federal reimbursement program for Government Providers of EMS

PBS (Metro) Estimate

\$1,000 per Medicaid Transport

Or \$418,000

City Reimbursement \$209,000

Andres Billing Estimate

\$1,351 per Medicaid Transport

Or \$563,303

City Reimbursement \$281,651

FY 24 and FY25 Estimated Revenue

FY24 \$649,190
FY25 \$1,076,820

Successive years include 3% increase

FY26 \$1,119,893
FY27 \$1,164,689
FY28 \$1,211,276

YEAR 1	no GEMT	GEMT (ANDRES)	GEMT (Metro)
23-May	0% \$ -		
23-Jun	0% \$ -		
23-Jul	24% \$ 16,901.98		
23-Aug	76% \$ 53,363.57		
23-Sep	116% \$ 81,653.92		
23-Oct	71% \$ 49,603.33		
23-Nov	122% \$ 85,891.02		
23-Dec	115% \$ 80,544.56		
23-Jan	120% \$ 84,432.29		
23-Feb	104% \$ 73,159.86		
23-Mar	82% \$ 57,602.32		
23-Apr	94% \$ 66,036.77		
	\$649,189.63		
YEAR 2	no GEMT	GEMT (ANDRES)	GEMT (Metro)
23-May	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Jun	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Jul	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Aug	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Sep	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Oct	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Nov	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Dec	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Jan	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Feb	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Mar	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
23-Apr	\$ 72,360.59	\$ 95,834.22	\$ 89,735.00
		\$ 1,150,010.64	\$ 1,076,820.00

Costs based on RFP's

	1569	METRO	ELITE	ELITE	NORTHWEST
FY24	\$1,650,497	\$1,659,733	\$1,433,940+5%	\$1,433,940+all revenue	\$1,560,000
FY25	\$1,644,098	\$1,659,733	\$1,433,940+5%	\$1,433,940+all revenue	\$1,560,000
FY26	\$1,730,793	\$1,659,733			\$1,560,000
FY27	\$1,853,814	\$1,659,733			\$1,560,000
FY28	\$1,916,140	\$1,659,733			\$1,560,000
5 YR TOTAL	\$8,795,341	\$8,298,665	N/A	N/A	\$7,800,000

Net Costs based on RFP's and Revenue Estimates

	1569 City Billing	METRO City Billing	ELITE City Billing	ELITE Elite Billing	NORTHWEST City Billing
FY24	\$1,033,767	\$1,036,512	\$848,046	\$1,433,940	\$943,270
FY25	\$621,119	\$625,986	\$462,110	\$1,433,100	\$537,021
FY26	\$656,665	\$574,298			\$485,872
FY27	\$725,980	\$520,027			\$432,165
FY28	\$731,914	\$463,041			\$375,773
5 YR TOTAL	\$3,769,444	\$3,219,864	N/A	N/A	\$2,774,103

Local IAFF 1569, Metro, Elite, and Northwest

	1569	Metro	Elite	Northwest
Completed RFP on time	N/A	Yes	Yes	No
Completed RFP as requested	N/A	Yes	No	No
Confidence in RFP	N/A	Yes	No	Yes
Length of agreement	N/A	5 years	2 years	5 years
Offers billing services	No	Yes	Yes	No
Assistance/Guidance with GEMT	No	Yes	Uncertain	No

Fine Print: Elite didn't list the number of EMT's employed as required by the RFP. Northwest didn't include the number of EMT's employed or the proposed wages. That information allows us to ascertain the ability to hire and keep EMT's in during this labor shortage. A low price may indicate a employee shortage risk only mitigated by increasing wages and cost.

Lack of confidence in Elites bid is due to the huge difference in their revenue expected between the two types of billing, creating a lack of confidence in their understanding of the GEMT revenues and requirements.

Local IAFF 1569, Metro, Elite, and Northwest

	1569	Metro	Elite	Northwest
Operate under the rules and regulations of the fire department.	Yes	Yes	No	No
Contracted employees are assigned with Chief approval.	N/A	Yes	No	No
Cumbersome hiring and disciplinary processes	Yes	No	No	No
Exposure to additional financial liabilities related to PSEBA, PEDDA, and Disability.	Yes	No	No	No
Able to choose contracted/assigned employee pay and benefits to meet the objectives of the community.	No	Yes	No	No
Economies of scale for both employees and Ambulances.	No	Yes	Yes	No
Can be in place by May 1, 2023	No	Yes	Yes	Uncertain

IAFF Advantages and Disadvantages

Advantages

- Career employees.
- BFD employee morale from growth.
- Operate under the rules and regulations of the department.
- Mission is to serve the community.
- Community owned assets so less risk of disruption of services.

Disadvantages

- Highest cost option (especially due to future step plan increases).
- Increased liability (PEDA/PSEBA/Disability).
- Extremely cumbersome hiring process (state statute and Police and Fire Commission).
- Impossible to have in place by 5/1/2023 (hiring list only is 15 of which 5 are paramedics).
- Ambulances are 2 years out.

Metro Advantages and Disadvantages

Advantages

- Operate under the rules and regulations of the department.
- Quick process for assignment and un-assignment of employees to the fire department including FD approval of assignment.
- Vast experience with other fire departments and GEMT compliance.
- Economies of scale with over 4000 employees and over 400 ambulances.
- Provides low cost BCBS PPO health insurance for reasonable cost.
- Can ensure compensation and benefits of assigned employees meet the community goals of retention.
- Small margin of 7.5% over cost meaning extra money can go into salary and benefits and ensure employee retention.
- Discounted billing through sister company Paramedic Billing Services.

Disadvantages

- More costly than Northwest estimate

ELITE Advantages and Disadvantages

Advantages

- Economies of scale with over 120 ambulances in service.
- Current provider.

Disadvantages (Concerns)

- Large disparity between the two bids of Elite Billing vs. City Billing.
- Current client lists included only hospitals and nursing homes and 0 fire departments or municipalities.
- Only 2 year agreement with 90 day termination clause.
- Local employee retention concerns.
- Employees are not assigned to the BFD.

Northwest Advantages and Disadvantages

Advantages

- Lowest 5 year cost
- Currently serve in Region 1

Disadvantages

- Relatively small size company therefore does not have comparable economies of scale for personnel or ambulances as the other two bidders.
- Missed the deadline for the RFP and RFP was incomplete.
- Employees are not assigned to the BFD.

Recommended Motion

After carefully considering our options, we are of the opinion that Metro Paramedic Services offers the best combination of value and service to meet the community's needs. I am recommending the following motion.

Motion to forward to the City Council a 5-year agreement with Metro Paramedic Services Inc. to provide ambulance services as outlined in the January 4, 2023 proposal at an approximate annual cost of \$1,659,733.00 per year and total cost not to exceed \$8,298,665.00 for the term of the 5-year agreement. City staff shall negotiate the final Paramedic Service Agreement for final approval of the City Council.



BID FOR SERVICES

I. PARTIES:

This proposal is between the City of Belvidere Fire Department (“Belvidere” or the “City”) and Northwest Rescue LLC (“NWR”).

II. PURPOSE:

The purpose of this BID FOR SERVICES is to provide (“Belvidere”) with a formal Bid from NWR to provide EMS transport services to the City of Belvidere commencing on June 1, 2023.

III. GENERAL SCOPE OF CONTRACT:

NWR will provide Advances Life Support Services (“ALS”) within the corporate limits of the City of Belvidere by providing two (2) dedicated ambulances, staged within the City of Belvidere, equipped and staffed ALS ambulances to serve as primary responders for Belvidere.

IV. DURATION:

NWR will provide services as outlined in Section III for a period of five (5) years commencing on June 1, 2023, and ending on May 31, 2028

V. SERVICE HOURS OF OPERATION:

NWR will provide two (2) ambulances within the city limits of Belvidere, staffed 24 hours per day and 365 days of the year (366 days per year in the event of a leap year). The two (2) dedicated ambulances, located within the Belvidere city limits, will respond to emergency service calls from the City’s Dispatch in a professional manner that emphasizes speed and quality of response while balancing safety of the crew, patient, and individuals in and around the City of Belvidere.

VI. VEHICLE AND EQUIPMENT PROVIDED:

NWR shall provide two (2) ambulance equipped for ALS services including medical equipment, radio communications, EPCR, and PPE. NWR will equip vehicles and staff with communications devices capable of interacting with the City of Belvidere’s Fire Department and Dispatch. All vehicles and equipment shall be maintained by the NWR (less and except that the City requires NWR to maintain non-typical communication devices or other unique equipment not typically in use by NWR).



VII. PERSONNEL PROVIDED:

NWR will staff each ambulance with a crew of two (2) individuals including at least one individual who holds a state of Illinois EMT-P license. Staff shall be employees of NWR and not employees or agents of the City of Belvidere.

VIII. MUTUAL AID:

NWR will serve as the preferred provider of mutual aid to the City of Belvidere. NWR will on a best effort basis provide additional EMS services in the form of fully staffed ambulances at an ALS level, subject to availability. NWR mutual aid units will reside at one of its bases located in Rockford, Loves Park, or another non dedicated unit located within the Belvidere city limits, or at any other designated base currently occupied or which NWR occupies in the future. NWR will agree to send mutual aid in the form of the closes available unit at the time of contact. Nothing in this provision shall obligate NWR to maintain backup ambulances and staffing solely for the purpose of serving as a backup to provide mutual aid, nor will it obligate NWR to find a mutual aid option for Belvidere in the event that NWR has no availability after receiving a request for mutual aid. NWR is flexible to discussing a reasonable Mutual Aid staging plan with the City of Belvidere as part of the contract negotiation.

IX. RESPONSE TO STRUCUARAL FIRES:

NWR will respond, at no additional charge to the City, to all structural fires within the City. NWR shall remain on scene of such structural fire until released by the on-scene City Fire Department commander.

X. USE OF EMS SUPPLIES:

Belvidere represents that it is a certified non-transport provider of emergency medical services and intends to continue providing such services. While Belvidere is a certified non-transport provider of emergency medical services NWR agrees to co-respond to medical calls with Belvidere and to cooperate in the provision of medical services at emergency calls where Belvidere is present. NWR agrees to allow the Belvidere to restock its EMS supplies from NWR's supplies after mutually responded to emergency medical calls.

XI. DISASTER PLANNING:

NWR, at no additional charge to the City, shall participate in any disaster planning and training activities or exercises up to six (6) times per year. NWR acknowledges receipt of and agrees to comply with the Boone County Emergency Operations Plan.

XII. COMPENSATION FOR SERVICES:

NWR will charge the City a fixed sum of Sixty-Five Thousand Dollars (\$65,000.00) per ambulance each month for providing the services outlined in this proposal. Belvidere will, through its own billing agency bill patients and third-party payors for the services and Belvidere shall receive all billing receipts.

- A. Mutual Aid: Any mutual aid provided by NWR to Belvidere beyond the two (2) ambulances stationed in Belvidere will be billed separately at NWR standard rate.

NWR Initials

Belvidere Initials



- B. Timing of Payments: Payment will be due on the fifteenth (15th) day of each month or earlier beginning on June 1, 2023 and continuing each month through the duration of the term of the agreement.
- C. General Costs: NWR will not charge the City additional amounts for the two staff members, ambulance, or normal costs of equipment, supplies, and operation.
- D. Extra-ordinary Costs: Should Belvidere request additional ambulance or staff availability or desire an upgrade to ambulance equipment package, Belvidere will be responsible for these additional costs.
- E. Alternative Billing by NWR: In the event that Belvidere is unable or no longer desires to perform billing services. Belvidere may request NWR, or NWR chosen billing agent, to provide billing services. Should NWR assuming billing for services then NWR will deduct from the amount owed by Belvidere the amount collected by NWR. In this event NWR will further negotiate and set applicable out of pocket patient parameters in accordance with Belvidere. NWR will additionally provide a monthly bill reduced by the amount collected by NWR in the previous month to offset Belvidere's costs.

XIII. FLEET:

NWR currently has a fleet in region 1 consisting of:

- Three (3) ALS;
- Three (3) BLS;
- Two (2) Reserve Ambulance; and
- One (1) Critical Care Upgraded Shift vehicle.

NWR has two (2) additional ambulances and one (1) upgraded critical care unit based in Harvard, Illinois. NWR additionally has over twenty-four (24) ambulances on order at the current time and is expanding operations.

XIV. MUNICIPAL SERVICES:

NWR has a long history of working with municipalities throughout Winnebago County including providing 911 services in an around the Rockford area. NWR works with various entities in McHenry County as well, including the city of Harvard where NWR originated. A full list of municipalities is available upon request.

XV. HISTORY:

Northwest Rescue was founded in 2013 in Harvard, Illinois as an outlet for critical care access for a local critical access hospital. Through years of company growth, Northwest Rescue is now a multi-regional



transport organization but has still maintained a core focus as an outlet for critical care services in rural communities. Today, Northwest Rescue currently provides basic life support, advanced life support and critical care transport through the Northern Illinois and Southern Wisconsin region. This includes providing 911 services throughout the Rockford Region. Further history available upon request.

XVI. SEVERABILITY:

This Bid shall remain in effect in the event a section or provision is unenforceable or invalid. All remaining sections and provisions shall be deemed legally binding unless a court rules that any such provision or section is invalid or unenforceable, thus, limiting the effect of another provision or section. In such case, the affected provision or section shall be enforced as so limited.

XVII. GOVERNING LAW:

This Agreement shall be governed under the laws in the State of Illinois. The venue for any dispute shall be in the County of Boone, State of Illinois.

XVIII. GOOD FAITH BEST EFFORT:

The parties acknowledge that this bid is to serve as at outline to a more formalized contract. By affixing their signatures below the parties further agree to work in "Good Faith" and put forth a "Best Effort" in working towards the completion of a more formalized contract between NWR and Belvidere.

XIX. FRUSTRATION OF PURPOSE:

One of the terms of this bid requires NWR to house ambulance inside of Belvidere City limits. NWR will make every effort to find reasonable and affordable location within Belvidere to serve as a station for its staff and ambulance. However, in the event that they are unable to find suitable residence the city of Belvidere may help in the search or provide such station for NWR at NWR sole approval. In the event that no station can be acquired NWR will not be in breach of this provision of the bid.

XX. NOTICES:

All notices of to that are to be sent under bid to NWR shall be done in writing or via email and sent to the following mailing address:

Northwest Rescue, LLC
P.O. Box 187
Harvard, IL 60033

XXI. EXPIRATION:

This bid will expire unless excepted within thirty (30) days of issuance.

XXII. BINDING EFFECT:

By affixing their signature below the parties agree that this bid is binding in so much as they are obligated to make a good faith effort to work towards the completion of a more formal contract which substantially includes the terms outlined in this bid.

NWR Initials

Belvidere Initials



XXIII. TERMINATION:

Either party may terminate this bid for cause. NWR may rescind its bid at any time prior to acceptance subject to changing market conditions, fleet availability, or for economic reasons. Termination will be done in writing delivered via mail, email, or courier.

XXIV. ACCEPTANCE:

Belvidere can indicate acceptance of this bid by having a party with the proper authority affix their signature below as well as affixing their initials each page of this bid.

A handwritten signature in black ink, appearing to read 'R. Kurth', written over a horizontal line.

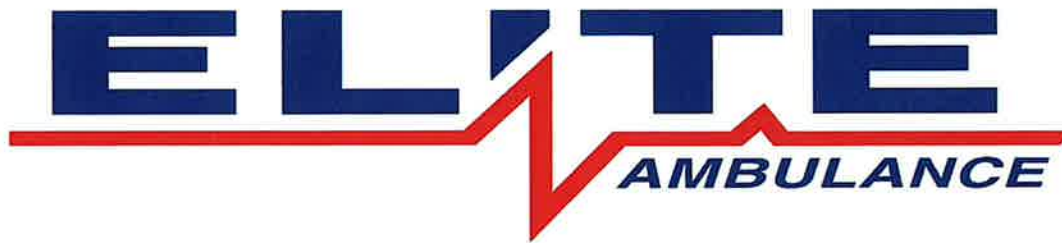
Ryan J. Kurth, Manager
Northwest Rescue LLC
Phone: (815)321-9038
Email: Rkurth@nwrescue.org

City of Belvidere Fire Department

Its: _____

NWR Initials

Belvidere Initials



Agreement Between Elite Medical Transportation/Lifeline Ambulance and The City of Belvidere

Introduction

Elite Medical Transportation/Lifeline Ambulance (Elite) is led by a management team with more than 80 years of ambulance and healthcare experience. Elite Medical Transportation has been serving Illinois and Indiana since 2012 and strives to provide a distinctive brand of "Elite Care" based on reliability, flexibility and extensive resources.

On average, the dispatch center at Elite Medical Transportation/Lifeline Ambulance receives and dispatches approximately 450 overall calls for service per day. 50 percent of these calls for service are nonscheduled or emergency calls. Elite closely monitors our key performance indicators which include on time performance and quality assurance reviews for patient care and documentation.

Elite Medical Transportation/Lifeline Ambulance has many clients and references including, but not limited to:

- OSF St. Anthony Hospital
- Edward Hospital
- Jesse Brown VA Hospital
- Loretto Hospital
- Loyola University Medical Center
- Northwest Community Hospital
- Riveredge Hospital
- RML Specialty Hospital Hinsdale
- RML Specialty Hospital Chicago

- St. James Hospital Olympia Fields
- St. Joseph Hospital Joliet
- All Infinity Nursing Homes
- All Extended Care Nursing Homes
- All Symphony Nursing Homes
- All Aperion Nursing

Organizationally, Elite Medical Transportation/Lifeline Ambulance is led by Mark Vandenberg who has provided ambulance services within the Chicago area for most of his life, learning the business from his father. During the 1980's and 90's, as the owner and president of Vandenberg Ambulance, Mark provided service to the Greater Chicago Area. All facets of the business are managed internally from dispatch, operations, billing and quality assurance. Mark Vandenberg leads a team of professionals with over 80 combined years of experience in managing ambulance operations. Elite Medical Transportation/Lifeline Ambulance provides the ambulance services needed to fulfill contracts utilizing their fleet of over 140 ambulances registered through Illinois Department of Public Health and Indiana Department of Homeland Security.

Elite Medical Transportation/Lifeline Ambulance is fully equipped and prepared to fulfill service area requirements with 10 base station locations strategically placed throughout the Greater Chicago Land Area, as well as stations in Hammond and Portage Indiana. These base stations are overseen by a Station Manager that is responsible for the overall supervision of each of the employees assigned to that station. This supervision includes scheduling and development of staff, vehicle maintenance and allocation, equipment allocation and maintenance as well as coaching and discipline. All station managers report to the General Manager of Operations.

To illustrate our commitment to service, Elite utilizes field supervisors and quick response vehicles who assist and monitor our field personnel to maintain high quality care and meet the expectations of our clients.

All vehicles are closely monitored and tracked 24 hours a day, 7 days a week by Elite's state-of-the-art communications center. The communications center is staffed with licensed EMD trained professionals to triage incoming calls and dispatch the closest appropriate resources. Due to the utilization of system status management by our dispatch personnel, any of the available 140 ambulances will be dispatched to calls for service 24 hours per day.

Training of our employees is of extreme importance to Elite Medical Transportation and we have an extensive orientation process for new hires with continuing education and educational benefits.

Thank you for this opportunity to provide a proposal for ambulance coverage for the City of Belvidere.

Elite Medical Transportation proposes the following:

- Elite Medical Transportation will provide two ALS ambulances to be staged within the corporate limits of the City of Belvidere dedicated to the City of Belvidere and any mutual aid agreements entered into with the City of Belvidere.
- Elite Medical Transportation will backfill the dedicated ambulances when a vehicle is available.
- These two ALS ambulances will be staffed with at least one paramedic 24 hours per day for the entirety of the contract.
- The ALS ambulances will remain staffed and stocked to the requirements of IDPH and the hospital system.
- The ALS ambulances will be equipped with the necessary communication equipment to communicate with the City Fire Department and local hospitals. Elite Medical Transportation proposes that these dedicated vehicles be dispatched by the Belvidere/Boone County 911 Center and will assist in that transition.
- Elite Medical Transportation will participate in any training or disaster planning and will acknowledge receipt of and agree to comply with the Boone County Emergency Operations Plan.
- Elite Medical Transportation will participate in training and operations of the City's Fire Department non transport vehicles and personnel.

Billing

Elite/Lifeline is providing this service at this time. Below you will see a chart depicting the projected payroll of 4, 24-hour ALS ambulances, two of which provide the 24-hour coverage for The City of Belvidere. As you can see, the average yearly payroll cost for one 24-hour ambulance is \$654,957.20.

Additionally, rent and utilities at an approximate cost of \$39,600 per year, and the variable cost of fuel at an approximate cost of \$20,000 per vehicle and \$4600.00 per employee for benefits costs were considered when figuring the monthly fee.

Employee	Level	Shift	Rate	Week	Payroll	Year	
	P	A-1	\$24.66	64	\$1,578.24	\$3,156.48	\$82,068.48
	P	A-3	\$27.00	64	\$1,728.00	\$3,456.00	\$89,856.00
	P	C-2	\$27.00	64	\$1,728.00	\$3,456.00	\$89,856.00
	P	A-3	\$27.00	64	\$1,728.00	\$3,456.00	\$89,856.00
	P	A-4	\$30.00	64	\$1,920.00	\$3,840.00	\$99,840.00
	P	B-2	\$27.00	64	\$1,728.00	\$3,456.00	\$89,856.00
	P	A-2	\$27.00	64	\$1,728.00	\$3,456.00	\$89,856.00
	P	C-3	\$26.75	64	\$1,712.00	\$3,424.00	\$89,024.00
	B	B-1	\$22.87	64	\$1,463.68	\$2,927.36	\$76,111.36
	P	C-4	\$24.44	64	\$1,564.16	\$3,128.32	\$81,336.32
	P	C-1	\$25.35	64	\$1,622.40	\$3,244.80	\$84,364.80
	P	C-3	\$27.00	64	\$1,728.00	\$3,456.00	\$89,856.00
	P	B-3	\$25.12	64	\$1,607.68	\$3,215.36	\$83,599.36
	P	B-2	\$25.35	64	\$1,622.40	\$3,244.80	\$84,364.80
	B	B-3	\$19.00	64	\$1,216.00	\$2,432.00	\$63,232.00
	C	B-4	\$29.00	64	\$1,856.00	\$3,712.00	\$96,512.00
	C	C-4	\$29.00	64	\$1,856.00	\$3,712.00	\$96,512.00
	P	A-1	\$26.50	64	\$1,696.00	\$3,392.00	\$88,192.00
	P	B-4	\$24.66	64	\$1,578.24	\$3,156.48	\$82,068.48
	B	A-2	\$20.00	64	\$1,280.00	\$2,560.00	\$66,560.00
	P	B-1	\$25.35	64	\$1,622.40	\$3,244.80	\$84,364.80
	C	A-4	\$29.72	64	\$1,902.08	\$3,804.16	\$98,908.16
	B	C-2	\$18.50	64	\$1,184.00	\$2,368.00	\$61,568.00
	P	C-1	\$24.44	64	\$1,564.16	\$3,128.32	\$81,336.32
							\$2,039,098.88
							\$126,424.13
							\$29,566.93
							\$154,971.51
							\$105,013.59
							\$2,455,075.05
							\$122,753.75
							42,000.00
							\$2,619,828.80
							\$654,957.20

FICA	6.20%
Medicare	1.45%
Workers Comp	7.60%
Unemployment	5.15%
Wages + Tax	
Margin	5%
Vehicle Ins.	

Elite Medical Transport/Lifeline Ambulance proposes the payment of \$119,495.00 per month. Elite would be open to either the traditional or City Billing model. In the traditional model, Elite would be responsible for all billing and collections. Elite would charge usual and customary rates and would notify the City's Public Safety Committee or the City Council 60 days prior to any rate change for any emergency service with an explanation. If the City chooses the City Billing proposal, Elite would operate under the City of Belvidere transport license and charge the City 5% of collections for ambulance calls collected on behalf of Elite/Lifeline Ambulance.

Insurance and Indemnification

Elite will secure and maintain, at all times any insurance reasonably required by the City with certificates of insurance submitted annually.

Elite will hold harmless, indemnify and defend the City, its officials, officers, employees and agents for any actions, activities or failure to act by Elite, its agents, employees, officers and independent contractors (collectively the Contractor) excepting those negligent or intentional acts of the City. These indemnities are not intended, and shall not limit, modify or circumvent the Illinois Governmental and Governmental Tort Immunities Act.

Term and Termination

- This agreement will be for a term of two years commencing May 1, 2023 and terminating April 30, 2025, unless terminated earlier as set forth herein. This agreement may not be extended without the express written consent of the parties.
- The City and Elite agree that Elite shall be the sole primary responder for emergency calls for ambulance service through the City/County 911 system under this Agreement. This shall not preclude other private or public ambulance systems or entities from being dispatched or responding to 911 calls for service on a mutual aid or back up basis and shall not preclude City employees from co-responding to calls for service as provided in this Agreement.
- This Agreement may be terminated by either party, with or without cause, upon 90 days-notice to the other party. Further, upon breach of or default under this Agreement, the non-breaching party may immediately terminate the Agreement, if the breaching party does not cure the breach or default within thirty (30) days of written notice of the breach or default. In the event that Elite fails to maintain insurance at any time as set forth within, this Agreement may be immediately terminated by the City.

Miscellaneous

- Elite will return any firefighter to their appropriate fire station ASAP if asked to assist in transport.
- Elite shall abide by all City ordinances and rules, as well as State and Federal statutes in the operation of the Ambulances and the provision of ALS services.
- This Agreement is non-assignable and any attempt to assign this Agreement by either party without the express written consent of the other shall be deemed null and void.

If you have further questions or concerns, please don't hesitate to reach me at nicks@eliteamb.com or 708-478-8880.

Thank you,

Mark Nicks, General Manager



*Customized to meet municipal needs...
...and the needs of its patients.*

Contract Emergency Medical Services
City of Belvidere, Illinois

Since 1986

Providing:

Emergency Medical Equipment
Rescue Diver Paramedics
Paramedic Firefighters
Ambulances
Paramedics

Metro

Paramedic Services, Inc.

*a division of
Superior Ambulance Services, Inc.*

395 W. Lake Street Elmhurst, Illinois 60126 Ph. 630.903.2400

Metro

Paramedic Services, Inc.

January 4, 2023

Response to RFP For Advanced Life Support Emergency Services

Sarah Turnipseed, City Clerk
City of Belvidere
401 Whitney Blvd.
Belvidere, IL. 61008

Dear Ms. Turnipseed,

It is a pleasure to have the opportunity to provide a proposal for Emergency Services staffing including Ambulances with your City. We believe our success lies in our grass roots family orientated methods and our approach to salaries, benefits and our commitment to our employees along with the customers that we serve. We are most proud of our ability to develop programs to meet the needs of the clients we serve and approach our relationships as partnerships, working as a team to ensure we are providing the highest quality at the best cost.

Our proposal begins by highlighting our many years of experience and levels of service. Our proposal describes our dedication to safety, customer service and quality.

Metro Paramedic Services, Inc. will provide high quality, responsible employees to your City. Within our Exhibits, you will find reference letters written by Fire Chiefs and employees discussing the smooth transition when we obtain their business. Our HR Manager will work with the employees on-site in Belvidere to onboard them as employees of Metro.

Our proposal that we prepared for you is rather extensive and we hope to highlight several areas that we believe differentiates us from our competitors.

- The quote that we have provided is the maximum exposure to the City of Belvidere. This is all inclusive of Workman's Compensation related issues, sick time, vacation, etc.

- We believe we have a unique method of structuring our costs and utilize a “cost plus” system to exhibit an open process of showing all true costs to the City. We used the starting wages of \$21.04/hr or \$70,021 annually for the EMT-P’s and \$20.00/hr or \$66,560 annually for the EMT-B’s as we are all extremely aware of the current Paramedic shortage nationwide and we have executed additional methods of recruiting and retaining employees which is shown in our extensive proposal. This has led to a better retention and recruitment.
- Metro Paramedics Services, Inc. has an on-staff dedicated HR Department and HR Manager who is responsible for all the on-boarding, off-boarding, benefits, Workman’s Comp 24/7/365. We operate a system called Dayforce for all our payroll needs, which is easily accessible to all employees via a smart phone application. This is very user friendly. We also have a program called Dayforce Wallet, which allows the employees early access to payroll for hours worked prior to the payroll ending.
- Our benefit package is detailed in the Exhibits and is very comprehensive with two (2) health benefit programs to select from. Reasonable costs and low deductibles to the employees.

As you review our proposal, you will see that our allegiance is to our employees and the communities that we serve. We have experienced a steady growth of greater than 45% over the past 2-year time span and believe that our successes lie in our commitment to those that we serve and the professional standards we demand.

I have included in our proposal a draft agreement and incorporated the items you had listed in the agreement within the RFP documents. If awarded a contract, we would agree to negotiate in good terms the details within the agreement.

Please feel free to contact us directly with any questions or concerns and once again, we thank you for the opportunity to share our business strategies with you. We look forward to speaking with you.

Respectfully,

Heidi Hermes

Heidi Hermes
Executive Director of Business Development
Metro Paramedics Services, Inc.
(815) 685-8615
Hhermes@metroparamedics.com

Metro

Paramedic Services, Inc.

January 4, 2023

Services Provided and Cost of Services

Sarah Turnipseed, City Clerk
City of Belvidere
401 Whitney Blvd.
Belvidere, IL. 61008

Dear Ms. Turnipseed,

As mentioned throughout our proposal, METRO would provide six (6) EMT-P's and six (6) EMT-B's 24/7, 365 along with two (2) fully equipped Advanced Life Support Ambulances. METRO would be the service provider, handle all maintenance, licensing, and insurance costs for the ambulance. METRO would bill and collect for all transports to offset the cost of the services with a threshold of \$580,000.00 estimated collections.

Traditional:

Annual Cost of Services	\$1,659,733.00
Less Service Fees Collected	<u>(\$580,000.00)</u>
Realized Cost of Services	\$1,079,732.86 annually or \$89,977.74 monthly

City Billing:

Annual Cost of Services	\$1,659,733.00
-------------------------	----------------

The GEMT (Ground Emergency Medical Transport) Federal Grant programming requires that the CITY must be the provider for one (1) full year in order to participate and would make the CITY

eligible for this program 1/1/2025. Below is a rough estimate based on the numbers the CITY provided.

Current Medicaid Rate	\$355.00
Estimated Cost per Transport (requires a complete cost report)	\$1300.00
Difference - \$945 per Transport (GEMT)	
\$945 x 400 (est. number of Medicaid transports)	\$378,000.00
50% to the CITY = \$189,000.00 per year additional revenue	

PBS (Paramedic Billing Service, Inc) is also part of our organization which can provide additional information. PBS has overestimated the Medicaid rate and underestimating the costs to be conservative until we actually have a cost report and definitive number of calls. PBS is able to assist in completion of the cost reporting required by the GEMT program.

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

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Advanced Life Support (ALS) Personnel and Ambulances Proposal City of Belvidere, IL

Metro Paramedic Services, Inc. is pleased to submit a proposal for contract firefighter- paramedic services to the City of Belvidere, Illinois.

It is the intention of Metro Paramedic Services to meet and exceed the City of Belvidere, Illinois's service level expectations for emergency response by providing the highest quality contract ALS EMS staff and services. In addition, a shared objective of the Metro team assigned to the City is that the City finds that Metro's innovative solutions, problem solving and service delivery plan results in a reduction in the City's risks and an enhanced financial position for the City going forward.

Company Overview

Metro Paramedic Services, Inc. (Metro), located at 395 W Lake Street, in Elmhurst, IL, was founded in 1986 to provide EMT-Basic personnel, EMT-Paramedic personnel, firefighter paramedics, rescue diver paramedics, ambulances and emergency medical equipment to rural, urban, and suburban communities and fire protection districts, as well as sports facilities and private industries throughout Illinois, Wisconsin, Indiana and Michigan.



395 W. LAKE STREET, ELMHURST, ILLINOIS 60126
(815)-685-8615. Hhermes@metroparamedics.com

Advanced Life Support (ALS) Personnel and Ambulances Proposal City of Belvidere, IL

Metro is a privately held company and is affiliated with Superior Air-Ground Ambulance Service, Inc. (Superior), as both have common ownership. Superior began providing EMS services to DuPage County, IL in 1959 before such services were being offered through Fire Department. Since 1959, Superior has grown to be the largest independent locally owned and operated private EMS provider in the greater Chicagoland area, and serves: Southeast Wisconsin, Rockford, IL, Lake County, IL, Kankakee County, IL, northwest Indiana, and Detroit, MI. Through Superior and its affiliate companies, we employ over 4,000 individuals and operate a fleet of over 400 ambulances. By integrating the strong family values of integrity and character into our daily operations and corporate vision, Superior has created partnerships with over 100 renowned healthcare service providers throughout five Midwest states.



Superior's corporate headquarters are in DuPage County, IL, however, we operate from numerous ambulance stations throughout our service areas in Illinois, Indiana, Michigan, and Wisconsin. Our fleet of Air Medical Helicopters are in Wisconsin and DuPage County IL airports and may be an effective support asset for the City's assignment, should the City need additional resources. Through our company and its affiliates, we currently service hundreds of municipalities, fire departments, industrial facilities, and healthcare institutions. In each discipline, we are dedicated to supporting the communities we serve. Through our family of businesses in the Firefighting and

**Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL**

EMS industry, we are uniquely positioned to watch trends develop in the industry and to provide specialized services, staffing, and equipment programs to our clients. Furthermore, as an industry

leader, we provide internal training and certification, thus are able to retain quality staff while also offering career advancement opportunity and competitive salaries.

Overview of Proposal

Metro proposes forming a Public-Private Partnership with the City of Belvidere, Illinois by providing the City with contracted ALS EMS personnel. The contracted personnel would essentially become a part of the City's team.

By contracting with Metro, the City will be insulated from the immeasurable and significant financial liabilities and risks associated with:

- Hiring
- Grievances or discipline issues
- Workman's Compensation Injuries
- Employee Turnover
- Job postings, applicant screening, interviews, pre-employment testing
- Regular and productive evaluation of employee job performance
- Internal investigations related to service delivery complaints
- Defending litigation in cases pertaining to disciplinary actions or wrongful terminations or medical malpractice
- Funding of Pensions
- Funding of Health Insurance
- Funding of Dental Insurance
- Funding of other miscellaneous fringe benefits
- Maintenance of appropriate staffing levels during training or vacancies resulting from FMLA leave or employee turnover

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

Firm Information

1. Name of Metro: Metro Paramedic Services, Inc.
2. Address: 395 W Lake St, Elmhurst, IL 60126
3. Name, telephone number, e-mail address and title of individual with authority to commit Metro:
Michael Tillman, RPL, Vice President
Office - 630-903-2480
Cell – 630-596-7403
Mtillman@metroparamedics.com

A. Description of Organization

1. Name of Organization: Metro Paramedic Services, Inc.
2. Metro: Metro Paramedic Services, Inc.
 - a. Year Metro was founded: 1986
 - b. List specific municipal or government accounts for which Metro provides services:
 - i. Please refer to **Exhibit 1** for the total number of current contracted communities.
 - ii. Please refer to **Exhibit 1** for highlighted current Illinois Fire Protection Districts or Municipal Fire Department accounts.
 - iii. Please refer to **Exhibit 1** for the total number of contract personnel provided for each Fire Department or District account.
 - iv. Please refer to **Exhibit 1** for the number of years the firm has provided personnel for each current Department or Districts.

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c. Metro Paramedic Services, Inc., or any of its representatives have not had any medical malpractice experience incurred within the last five (5) years.

d. FEIN: 36-3588834

e. References from lending institution doing business with Metro:

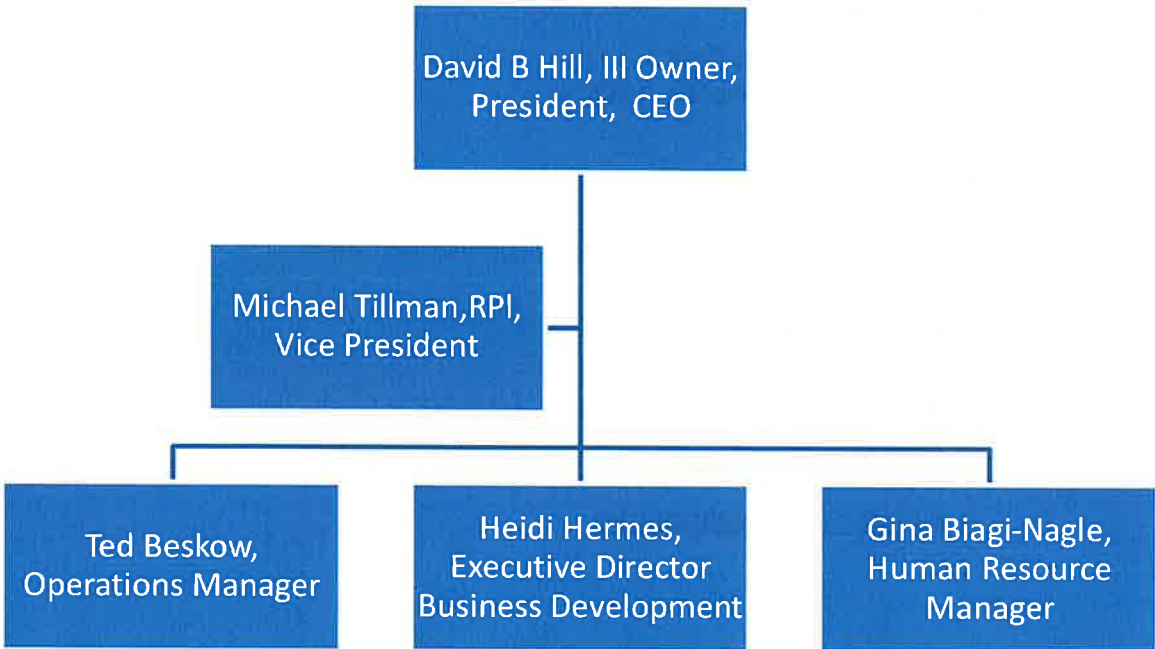
Carlos Cardenas and Diana Farlinger
Hinsdale Bank & Trust
A Wintrust Community Bank
25 East First Street, Hinsdale, IL 60521
Phone: 630-447-7353
Fax: 844-255-0304

f. References from insurance broker doing business with Metro:

Kevin Riordan
Alliant Americas
353 North Clark
Chicago, IL 60654
D 312 595 7150
E kevin.riordan@alliant.com

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

Organizational Chart



Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

Company Philosophy Statement

Metro’s goal is to set the standard for providing excellent patient care, service, and reliability. Metro’s purpose is to integrate its emergency response with the response of its client’s fire departments/districts and exceed the expectations of its clients and its client’s constituents.

Managers, Relationship Managers, Administration



David B. Hill, President and CEO:

David B. Hill is our President and CEO, Mr. Hill’s parents started Superior Ambulance out of a spare bedroom of their home in Bellwood, IL when EMS services were being provided by funeral homes in 1959. At one time, Superior handled all 9-1-1 Emergency Medical Responses for DuPage County and surrounding areas. Mr. Hill purchased the company from his parents in 1983, when Superior only had 28 employees. Through his vision, dedication, and management, Superior, and its affiliate companies, have grown to greater than 3200 employees with locations in four states. Mr. Hill is a graduate of the University of Illinois at Chicago. He is an active member of the American Ambulance Association, the Illinois State Ambulance Association, and the Michigan Association of Ambulance Services. Mr. Hill is a long-time resident of DuPage County and volunteers his spare time to various boards and charities.

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL



Michael Tillman, RPL, Vice President:

The Metro Group of companies has employed Michael Tillman since March 2003. Since then, he has managed contracted personnel on a daily basis. A Fenwick High School graduate, Michael started his career in 1994 as a Public Safety Telecommunicator, developing his Public Safety skills at Triton College and Jacksonville State University. He graduated from the Cook County Sheriff's Police Academy and became a sworn Law Enforcement Officer in 1997. After being shot in the line of duty, Michael retired from the Police City and began managing NORCOMM Public Safety Communications, Inc., which provides contract Public Safety Telecommunicators to municipalities and fire departments in addition to operating a consolidated 9-1-1 Center. In 2005, Michael was promoted to Executive Director, and was responsible for managing and overseeing NORCOMM'S consolidated 9-1-1 Center and several satellite 9-1-1 centers, as well as overseeing the installation and maintenance of NORCOMM's municipal wireless fire alarm systems. Michael is also a licensed private alarm Licensee and is the Licensee in Charge of NORCOMM's alarm division. In May 2011, he was promoted to Vice President of Metro Paramedics Services, Inc., NORCOMM Public Safety Communications, Inc., Paramedic Billing Services, Inc., and Superior Industrial Fire Services, Inc. Most recently, Michael graduated from the APCO Institutes' Registered Public Safety Leader Class. Ten accounts are under management and assigned to Mike.



Ted Beskow, Operations Manager:

Ted Beskow is the Operations Manager for Metro Paramedics Services, Inc. and Superior Industrial Fire Services, Inc. Ted comes from the Fire Service where he served 20 years in positions ranging from Firefighter/Paramedic to Assistant Chief to Administration. He also served as a Fire City Trustee for 5 years. Ted has been an employee of Metro Paramedics Services, Inc. (Superior Air-Ground Ambulance) for 23 years and places emphasis on finance and efficiency. Ted currently manages Metro and Superior Industrial Fire accounts and has 27 years of personal Illinois/Wisconsin Fire Protection City and/or City management

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

experience. Ted is a long-time Rotarian and Past President of the Fox Lake-Round Lake Area Rotary Club and resides in Ingleside with his family. 44 accounts are under management and assigned to Ted.



Heidi Hermes, Executive Director of Business Development:

Heidi obtained her professional R.N. license in 1983 from St. Joseph Hospital in Joliet, IL. She spent several years working in the ICU as Assistant Manager of MICU and CICU at St. Joseph's prior to moving to Silver Cross Hospital ER in 1991. During her time at Silver Cross Hospital, she was the Trauma Coordinator and part-time House Supervisor. She also worked part-time as a deputy coroner for Will County until 2002. Heidi then began her career in the contract firefighter/paramedic business for the past 24 years. Her responsibilities included day-to-day operations of municipal, City and industrial contracts throughout the country. She brings a wealth of knowledge regarding pricing, interviewing, hiring, retention, along with networking with leaders in the industry. She has joined our team to continue to expand our organization.



Gina Biagi-Nagle, Human Resources Manager:

Gina Biagi-Nagle is the Human Resources Manager exclusively dedicated to Metro Paramedics Services, Inc., Superior Industrial Fire Services, Inc., NORCOMM Public Safety Communications, Inc. and Municipal Management Services. She graduated from Illinois State University with a degree in Management and Qualitative Methods with a focus in Human Resources Management. Gina has been a Human Resources professional in the EMS industry for greater than 14 years with vast experience in all aspects of HR including, but not limited to recruiting, hiring, retention, benefits, compensation and employee relations. She has joined our organization to provide outstanding service and support to our employees. Gina is currently a member of the Society for Human Resources Management (SHRM) and resides in Mokena, IL with her husband and son.

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

Special Expertise and Experience

Metro and our parent company, Superior Air-Ground Ambulance Service, Inc., are experts in the Fire and EMS industry. As summarized in detail throughout this proposal, our family of companies has been providing services to the DuPage County area since 1959. In fact, we pioneered the contract paramedic service concept in 1975 with the City of Elmhurst, IL. We continue to provide service to Elmhurst today by providing paramedics and ambulance vehicles. Due to our successful contract paramedic and ambulance model with the City of Elmhurst, Metro Paramedic Services was started in 1986 to provide EMT-Basic personnel, EMT-Paramedic personnel, EMT-Paramedic Firefighters, rescue diver paramedics, ambulances and emergency medical equipment to rural, urban, and suburban communities and fire protection districts.

In addition, Metro has provided reference letters from its employees who Metro recently hired during a contract transition, which illustrates Metro’s ability to complete contract transitions successfully. Belvidere is strongly encouraged to contact Metro’s employee references about the employees’ experience with Metro’s transition. Metro ensures that its employees are 100% satisfied with their new employer. Exhibits contain letters from some of these Metro employees.

Metro provides fire and/ or emergency medical services today to numerous municipalities, fire protection districts, industrial facilities, healthcare institutions, and sports complexes throughout four (4) states. Our parent company, Superior Air-Ground Ambulance Service, Inc. **provides EMS services to major sport venues** such as the **United Center** for all home **Chicago Bulls** games, **Chicago Blackhawks** games and concerts/events; **Wrigley Field** for all home **Chicago Cubs** games and concerts; **Guarantee Rate Field** for all home **Chicago White Sox** games; **Toyota Park** for all home **Chicago Fire** games and concerts; and **Soldier Field** for all home **Chicago Bears** games as well as providing service to the Chicago Dogs, Chicago Sky, Northwestern University, the Detroit Pistons and Detroit Lions, **Impact Field** for all home **Chicago Dogs** games, and numerous other special events.



Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL



2013



2009



2018

Competitive Advantage Metro Enjoys Over its Competitors:

Metro enjoys many competitive advantages over its competitors. As previously mentioned, our company is a subsidiary of one of the largest ambulance companies in the Midwest, operating 400 ambulance vehicles in the Chicagoland area alone. Therefore, our company benefits from economy of scales relevant to fleet purchases on vehicles, EMS equipment, and insurances.

- Back-up Ambulance/Equipment

For clients where Metro is not contracted to provide ambulance vehicles, we are able to provide Type I, Type II, and Type III back-up ambulances at all times at no additional cost for 30 days, then a rental fee is charged in the event our clients' primary/front line ambulance vehicles become inoperable or are out of service.

- Safety Program

All employees participate in the company's safety points program. The employees are rewarded for being safe while working. The employee can redeem their safety points for additional paid time off. This is an incentive we offer to all of our employees to keep the costs of Workers Compensation Insurance and Professional Liability Insurance costs at a reduced rate, which allows us to offer competitive pricing.

- Mass Casualty Response Unit

Metro Paramedic Services maintains, in partnership with Superior Ambulance, a comprehensively equipped and stocked mass casualty response unit. The response unit consists of a mass casualty trailer, which is towed by an emblazoned SUV. A two-person response team that would be familiar with the set up and operations of that unit staffs the

**Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL**

mass casualty unit. In addition to the response team, a supervisor would also respond to coordinate the set up and operation of the unit. The mass casualty unit is housed at our corporate headquarters in Elmhurst, IL and can be dispatched to Belvidere in the event of an incident that requires the field treatment and stabilization of a large number of patients resulting from a single incident. Metro would make this unit available on an as needed basis to Belvidere at no additional cost to the City.

Other competitive advantages our firm enjoys over its competitors are mentioned throughout the remainder of the proposal, such as:

- Our ability to provide state of the art scheduling and payroll software. Further details under Workload Management and Scheduling Practices.
- Target Solutions for online continued training – can be toggled with the Fire Department Target Solutions if used.
- Kazoo software is available to all employees to use as an employee performance solution, recognition of employees for superior performance.
- Providing an Air Medical Helicopter as an asset for landing zone drills with fire City staff or additional support for critical care incidents or mass casualty incidents within the City
- Use of specialized vehicles for carnivals and festivals and use of our antique ambulance for parades and/or festivals.

**Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL**

Fees

Primary Proposal:

The pricing structure is all inclusive and there are no additional start-up or other fees.

As mentioned throughout our proposal, METRO would provide six (6) EMT-P's and six (6) EMT-B's 24/7, 365 along with two (2) fully equipped Advanced Life Support Ambulances. METRO would be the service provider, handle all maintenance, licensing, and insurance costs for the ambulance. METRO would bill and collect for all transports to offset the cost of the services with a threshold of \$580,000.00 estimated collections.

Traditional:

Annual Cost of Services	\$1,659,733.00
Less Service Fees Collected	<u>(\$580,000.00)</u>
Realized Cost of Services	\$1,079,732.86 annually or \$89,977.74 monthly

City Billing:

Annual Cost of Services	\$1,659,733.00
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The GEMT (Ground Emergency Medical Transport) Federal Grant programing requires that the CITY must be the provider for one (1) full year in order to participate and would make the CITY eligible for this program 1/1/2025. Below is a rough estimate based on the numbers the CITY provided.

Current Medicaid Rate	\$355.00
Estimated Cost per Transport (requires a complete cost report) \$1300.00	
Difference - \$945 per Transport (GEMT)	
\$945 x 400 (est. number of Medicaid transports)	\$378,000.00
50% to the CITY = \$189,000.00 per year additional revenue	

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

PBS (Paramedic Billing Service, Inc) is also part of our organization which can provide additional information. PBS has overestimated the Medicaid rate and underestimating the costs to be conservative until we actually have a cost report and definitive number of calls. PBS is able to assist in completion of the cost reporting required by the GEMT program.

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

Workload Management and Scheduling Practices

Dayforce® is a global HCM software platform that transforms the employee's experience. It unifies data from across the entire employee lifecycle to enable better decision-making at every level. Dayforce® is a comprehensive cloud platform that combines HR, payroll, benefits, workforce management, and talent management in a single application. Dayforce's scalable HCM software is built with a single, flexible rules engine combined with real-time updates and calculations that help address complex regulatory requirements.

Traditionally, payroll admins have been unable to access their data until after the pay period had ended, and consistently ran out of time for audits. Dayforce HCM software has a single, flexible rules engine for time and pay. This means that pay is calculated continuously throughout the pay period, giving administrators the time, they need to produce high-quality pay.

With data stored in a single, central location, get data-driven insights across all HR functions so you can make better decisions for the entire employee lifecycle. Dayforce HCM software eliminates the need for complicated integrations to simplify workflows, increase accuracy, and enhance compliance.

Dayforce® allows the user to obtain the right data to the right people at the right time. Dayforce HCM software provides critical data-driven insights to help the user make fast, informed decisions. Sophisticated predictive technologies help align business strategy with daily operations.

Employees can access Dayforce HCM software using the device of their choice on web or mobile. Dayforce® is easy to learn and easy to operate. It gives employees control of their data with anytime access, and helps organizations make sure their employee information is accurate and up to date.

Dayforce® improves operational efficiency. Say goodbye to manual, inefficient processes. Workforce management software allows Metro to quickly deploy schedules to staff, review timesheets and make edits before approving pay. Employees can also use the Dayforce mobile app to get the latest workforce management updates.

Workforce management software helps ensure managers stick to company budget guidelines. Warnings can be set up to flag labor costs, such as overtime, that are outside the budget and need

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

to be resolved before pay can be finalized. Managers can then make changes to shifts to make sure everything is on target.

Dayforce[®] helps Metro comply with current law and policies, even as they change. From legislative rules at the federal, state, and local levels to internal company policies, workforce management software pulls in real-time information that can be configured to monitor the most complex scenarios.

Tailor employee benefits - Employees can get benefits specifically tailored to their profile in Dayforce. Admins just need to define the eligibility rules, and Dayforce employee benefits management software can present the employee with choices that apply to them, based on their HR information.

Make informed decisions - Support tools give information about each of the available benefit plans to help employees choose the best option for their specific needs. Comparative tools in employee benefits management software help employees to see the impact of multiple plan options simultaneously.

Save time on process and eliminate employee frustrations. Eliminate extra steps thanks to a single system that ties benefits to payroll and time information. When an employee selects their benefits option, the employee benefits management software updates their payroll info automatically, saving time on admin work.

Our Company also introduced a new benefit to its employees by using a product called Dayforce Wallet. Dayforce Wallet gives our employees greater control over their financial well-being with real-time access to their earnings at no additional costs. Our employees will be able to access at least 50% of their earnings in advance of the payday by using a debit card that gives them direct access to their earnings.

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and Ambulances Proposal
City of Belvidere, IL

Training Programs for Public and First Responder Agencies

Metro, through its parent company, Superior Air-Ground Ambulance Services, Inc (Superior) Education and Training Division, can provide the following training to all of City's first responders at the request of City of Belvidere and at no additional cost to the City:

- CPR
- CPR Instructor
- HIPAA compliance for both field and administrative personnel
- Blood-Borne Pathogens (including TB testing and N95 mask fit-testing)
- Harassment Awareness
- Lifting/Moving
- Report Documentation
- Driver Training (Coaching the Emergency Vehicle Operator 3- Ambulance)
- START/JUMPSTART Triage
- Incident Command (ICS100, ICS200, ICS300, ICS400, NIMS)
- Lifting and moving of cot, stair chair, patient transferring, and ambulatory assist.
- Training on Stryker Power-Pro power-cot.
- Training on specialty equipment (i.e. Bariatric ambulance/equipment)

Superior also employs instructors who are a member of the American Heart Association Training Center Faculty (TCF). A TCF has the ability to train members as CPR Instructors.

Metro will train and certify all its employees, who are to be assigned to the City, as certified CPR Instructors. Metro employees, who are assigned to the City, will provide CPR training to the public at the request of the City and at no additional cost to the City.

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

Expectations, Service Level and Primary Responsibilities

- Metro shall provide Advanced Life Support Services (ALS) within the corporate limits of the City of Belvidere (and outside the City pursuant to any mutual aid agreements to which the City through the use of ambulances equipped and staffed as an ALS Ambulance (hereinafter “Ambulance”). Metro shall dedicate two full time Ambulances to serve the City. Metro may not utilize any of its Ambulances dedicated to the City as a primary responder for any other jurisdiction or for non-emergency transports.
- Metro agrees that the Ambulances shall be staged from within the City. The Ambulances shall be maintained and operated for the benefit of the City and its residents on a twenty-four (24) hour a day, 365 days per year basis (366 days during a leap year Ambulances shall respond to all emergency calls for service within the City within eight (8) minutes of receipt of an emergency call from the City/County 9-1-1 dispatch at least 90% of the time.
- Each Ambulance shall be staffed by two (2) employees of Metro, one of who shall hold a valid EMT-P license issued by the State of Illinois. All Metro employees, including but not limited to EMT’s, are employees of Metro Paramedic Services and are not in any manner considered employees and agents of the City. Metro and Metro’s employees and agents shall in no way hold themselves out to be employees or agents of the City.
- Metro shall maintain communications equipment on all equipment, Ambulances, and locations necessary to communicate with the appropriate EMS System, including but no limited to, the resource hospital as well as its dispatch facilities in order to transmit appropriate patient information and receive care instructions. Metro shall also equip its dispatch center and all Ambulances with communication equipment capable of communicating with the City’s Fire Department.
- Metro shall respond, at no charge to the City, to all structural fires within the City. Metro shall remain on scene of such structural fire until released by the on-scene City Fire Department Commander.
- The City’s Fire Department is a certified non-transport provider of emergency medical services and intends to continue providing such services. Metro agrees to co-respond to medical calls with the City’s Fire Department and to cooperate in the provision of medical services at emergency calls where the City’s Fire Department is present. Metro agrees to allow the City to restock its EMS supplies from Metro’s supplies after mutually responding to emergency medical calls.

**Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL**

- Metro, at no charge to the City, shall participate in any disaster planning and training activities or exercises up to six (6) times per year. Metro acknowledges receipt of and agrees to comply with the Boone County Emergency Operations Plan.
- Metro will maintain training and certification records for its employees assigned to the City and provide to City as requested.
- Metro employees assigned to the City will possess and maintain a valid Class "B" non-CDL or Class C Driver's License issued by the Illinois Secretary of State and provide a copy to the City as requested.
- All personnel provided will carry current Illinois EMT-P/NREMT-P where applicable. Metro will provide copies to the City per request.
- All personnel provided will be qualified to drive an ambulance and operate all necessary equipment.
- Metro employees will perform routine apparatus/vehicle checks to ensure proper working order.
- All personnel provided shall continue their professional education to meet the ongoing requirements of the Illinois City of Public Health, the local EMS systems, and any other applicable certifying agencies.
- Metro and its employees will develop and maintain good working relationships with all other health care, first responder, law enforcement, fire, rescue, and dispatch organizations and personnel. Metro employees shall follow the rules, regulations, personnel policies and Standard Operating Guidelines of the Belvidere Fire Department and the local EMS system.
- Metro always ensures courteous and professional conduct of field and office personnel. Metro will maintain neat, clean, and professional appearance of its personnel.
- Metro employees shall be responsible for accurately gathering all the required patient information for the patient care report and billing statements as required by the City of Belvidere, Illinois, Illinois Department of Public Health, and the local EMS System.
- Metro will comply with all Federal and State employment laws including but not limited to the Fair Labor Standards Act, Age Discrimination Act, and Title VII of the Civil Rights Act.
- Any potential employees shall be interviewed by the fire chief or his/her designee prior to selection. The fire chief shall have the authority to accept or reject any of Metro's employees or applicants for the City of Belvidere, Illinois. From time-to-time disciplinary issues may arise that involve an employee of Metro. Metro will work closely with the Fire Chief to effectively address the situation. Possible actions may include but are not limited to oral reprimand, written reprimand, suspension, or removal from the City contract.
- All Paramedics employed by Metro and assigned to the City are employees of Metro and not the City. Metro is responsible for payment of all wages, FICA withholding, income tax

**Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL**

withholding, unemployment insurance, worker's compensation insurance, General and Professional Liability insurance, benefits, and all other requirements of local, state or federal law.

Recruiting Practices

We recognize the imperativeness of attracting the best candidates and strive to retain these individuals. Our job postings are displayed on numerous recruiting platforms including, our company website, company social media pages and numerous job boards such as Indeed, Zip Recruiter and Glassdoor among others. In an effort to help attract talented individuals, we may offer a substantial sign on bonus to new hires, offer competitive wages, provide tuition reimbursement which includes paramedic school and fire academy.

In addition, we complete the hiring process with Metro on site in order to provide convenience to the new hire along with streamlining the hiring timeframe.

Advanced Life Support (ALS) Personnel
and Ambulances Proposal
City of Belvidere, IL

Contract Personnel – Retention

Our organization prides itself on being a progressive, innovative organization uniquely positioned to meet the needs of ever-changing environments. Upon approval of a contract, Metro will continue to work closely with the City to interview, test and hire applicants who are intended to be assigned to the City. Our personnel will be trained in customer service, defensive driving, patient handling, documentation, and many other aspects of Emergency Medical Services. Additionally, all applicants undergo extensive background checks, drug screening and physical fitness examination.

Metro strives to be a true partner with the communities we serve; therefore, at any time that the City determines that an individual is not a “perfect fit” for the City, Metro will replace the employee with an interim qualified employee and shall provide a permanent replacement acceptable to the City within a reasonable period.

Metro provides its employees with a comprehensive and competitive benefits package which is summarized in this proposal. Metro is able to successfully mitigate turnover by effectively recruiting and retaining quality personnel using a complex interview process that ensures Metro is hiring loyal and dedicated personnel.

Additional Resources and Enhanced Services

Contracting with Metro Paramedics for Firefighter/Paramedic personnel will provide the City with enhanced services and place the City on Metro’s PREFERRED CLIENT list for additional services, should the City be interested in these additional services. Below is a list of services that Metro can provide, which will provide an enhancement to the City, and which will be provided to the City as a PREFERRED CLIENT on Metro’s highest level of response:

- Use of specialized EMS vehicles. EMS Golf Carts and EMS bicycles are available to the City, upon request, which can be used for large scale events such as festivals or parades.

Paramedic/NREMTP Services City of Belvidere, Illinois

- High level emergency response capabilities including a fleet of ambulances, medics, and Superior's Air Medical Helicopter for extraordinary emergency situations. Our Air Medical Helicopter is located at the DuPage airport and will be available to the City for landing zone drills and/or mass casualty incidents or drills. (Please refer to **Exhibit 4** for additional information about our air medical program).
- Ambulance billing through our sister company, Paramedic Billing Services at a discounted commission of 4% of revenue collected. Paramedic Billing Services has systems in place that will collect more revenue, while offering the City and patients the highest level of customer service. We are experts in the ambulance billing and collection services.

Keeping Costs of Service Low

We also provide a Safety Incentive program to all of our employees. This program helps keep the cost of our Workman's Compensation insurance low. This program is designed to reward the employees as an individual for personal safety successes. The employees are awarded points for each hour worked without any safety infractions. The points are tracked on the employee's paycheck stub. The points can be accumulated indefinitely with no limit and can be exchanged for additional paid time off.

395 W. LAKE STREET, ELMHURST, ILLINOIS 60126
(815)-685-8615 . Hhermes@metroparamedics.com

Paramedic/NREMTP Services
City of Belvidere, Illinois

Hiring Process

All new applicants must participate in the Company's application and interview process. Once the employee has been offered a conditional offer of employment, the employee must consent to a drug test, a fingerprint based Criminal Background Check, physical fitness examination NFPA (1582) and the employee must provide a Driver's License Abstract from the Division of Motor Vehicles. Metro will ensure that annually all Metro employees assigned to the City are physically and medically able to perform the requirements of the City

Illinois Fire Protection Districts/Municipalities that have terminated business with Metro Paramedics

2020 – Warrenville Fire Protection City elected to hire their own personnel and no longer utilize contract service.

2021 – Cicero Fire City elected to hire their own personnel and no longer utilize contract service.

Contact

We thank the City of Belvidere, Illinois for the opportunity to provide a proposal for Emergency Services. It is our hope that through the enclosed material you will find our organization is best qualified to work on behalf of your community.

Please feel free to contact myself at: 815-685-8615 (Heidi Hermes) to request any additional information. Or you may reach me at Hhermes@metroparamedics.com

395 W. LAKE STREET, ELMHURST, ILLINOIS 60126
(815)-685-8615 . Hhermes@metroparamedics.com

Paramedic/NREMTP Services
City of Belvidere, Illinois

Exhibits

- Exhibit 1 – List of Municipalities and Districts, Personnel Provided and Service Years
- Exhibit 2 – Employee Benefits
- Exhibit 3 – Sample Contract with Fee Schedule
- Exhibit 4 – Air Medical Helicopter
- Exhibit 5 – Certificate of Insurance
- Exhibit 6 – Letters of References

Exhibit 1

Metro

Paramedic Services, Inc.



City of Elmhurst
Chief Bill Anaszewicz
209 York Street
Elmhurst, IL 60126
Providing: 15 PM
Since 1977



Fox Lake FPD
Chief Ron Hoehne
306 Washington Street
Ingleside, IL 60041
Providing: 23 FF/PM
Since 1989



Greater Round Lake FPD
Chief Greg Formica
409 W. Nippersink Road
Round Lake, IL 60073
Providing: 12 FF/PM
Since 1989



Elwood FPD
Chief Chris Locacius
309 W. Mississippi Street
Elwood, IL 60421
Providing: 14 FF/PM & 5
FF/EMT
Since 1994



Village of Mundelein
Chief Bill Lark
300 Plaza Circle
Mundelein, IL 60060
Providing: 6 FF/PM
Since 1999



ExxonMobil Refinery
Chief Mike Smith
25915 S. Frontage Road
Channahon, I 60410
Providing: 4 M
Since 2001



Grayslake FPD
Chief Dan Pierre
160 Hawley Street
Grayslake, IL 60030
Providing: 6 FF/PM
Since 2009



Village of Roselle
Chief Mark Bozik
100 E. Maple Avenue
Roselle, IL 60172
Providing: 9 FF/PM
Since 2009



Bourbonnais FPD
Chief Jim Keener
1080 Armour Road
Bourbonnais, IL 60914
Providing: 6 FF/PM
Since 2009



Walworth Fire & Rescue
Chief David Austin
247 N. Main Street
Walworth, WI 53184
Providing 2 FF/EMT
Since 2010



First FPD of Antioch
Chief Jon Cokefair
835 Holbek Drive
Antioch, IL 60002
Providing: 21 FF/PM
Since 2013

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...and the needs of your residents**

Metro

Paramedic Services, Inc.



Village of Elmwood Park
Chief Mike Terzo
7 Conti Parkway
Elmwood Park, IL 60707
Providing: 6 FF/PM
Since 2013



Sandwich FPD
Chief Derek Hagerty
310 E. Railroad Street
Sandwich, IL 60548
Providing: 6 FF/PM
Since 2018



Village of Glen Ellyn
Chief Chris Clark
524 Pennsylvania Avenue
Glen Ellyn, IL 60137
Providing: 12 FF/PM
Since 2014



Village of Crete
Chief J.P. Muirhead
524 W. Exchange Street
Crete, IL 60417
Providing: 6 FF/PM
Since 2019



Glen Ellyn Volunteer Fire
Admin Nicole Shanley
681 Taft Avenue,
Glen Ellyn, IL 60137
Providing: 2 FF/EMT
Since 2015



Beecher FPD
Chief Joe Falaschetti
711 Penfield Street
Beecher, IL 60401
Providing: 6 FF/PM
Since 2019



Village of Steger
Chief Mike Long
3320 Lewis Avenue
Steger, IL 60475
Providing: 3 FF/PM
Since 2016



North Park FPD
Chief Joel Hallstrom
600 Wood Avenue
Machesney Park, IL 61115
Providing: 3 FF/PM
Since 2019



Newport Township FPD
Chief Mark Kirshhoffer
39010 Caroline Avenue
Wadsworth, IL 60083
Providing: 7 FF/PM
Since 2016



Minooka FPD
Chief Al Yancey
7901 E. Minooka Road
Minooka, IL 60447
Providing: 16 FF/PM &
2 FF/EMT
Since 2020



Village of South Chicago Heights
Chief Chad Vlietstra
185 W. Sauk Trail
South Chicago Heights, IL 60411
Providing: 3 FF/PM
Since 2017



Village of Lyons
Chief Gordon Nord
4043 Joliet Avenue
Lyons, IL 60534
Providing: 6 FF/PM
Since 2020

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...and the needs of your residents**

Metro

Paramedic Services, Inc.



Village of Rosemont
Chief Joseph Rivera
9501 W. Devon Avenue
Rosemont, IL 60018
Providing: 12 FF/PM
Since 2020



Village of Winthrop Harbor
Chief Rocco Campanella
830 Sheridan Road
Winthrop Harbor, IL 60096
Providing: 3 FF/PM
Since 2021



Village of Westmont
Chief Steve Riley
6015 S. Cass Avenue
Westmont, IL 60559
Providing: 14 FF/PM
Since 2020



Village of Darien
Chief Justin Schuenke
24 N. Wisconsin Street
Darien, WI 53114
Providing: 6 EMT/FF &
PM/FF
Since 2021



City of Wheaton
EMS Manager David
DiClementi
1 Fapp Circle
Wheaton, IL 60187
Providing: 19 FF/PM
Since 2020



Bloomfield Genoa City Fire & Rescue
Chief Fred Schalow
1113 Clover Road
Pell Lake, WI 53157
Providing: 3 PM/FF
Since 2021



Village of Forest Park
Chief Phil Chiappetta
7625 Wilcox Street
Forest Park, IL 60130
Providing: 6 PM
Since 2020



Northwest Homer FPD
Chief Ken Vrba
16152 W. 143rd Street
Lockport, IL 60491
Providing 6 PM/FF
Since 2021



Troy FPD
Chief Andy Doyle
700 Cottage Road
Shorewood, IL 60404
Providing: 18 FF/PM
Since 2020



Burlington Community FPD
Chief Mike Tiedt
157 South Street
Burlington, IL 60109
Providing 3 PM/FF
Since 2021



New Lenox FPD
Chief Adam Riegel
261 E. Maple Street
New Lenox, IL 60451
Providing: 32 FF/PM &
FF/EMT
Since 2021



Stillman FPD
Chief Chad Hoefle
200 S. Rural Street
Stillman Valley, IL 61084
Providing 3 PM/FF
Since 2021

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...and the needs of your residents**

Metro

Paramedic Services, Inc.



Town of Delavan
Chief Jamie Jarosz
5698 Town Hall Road
Delavan, WI 53115
Providing 6 PM
Since 2022



Addison FPD
Chief Scott Walker
10 Addison Road
Addison, IL 60101
Providing 6 PM/FF
Since 2022

Customized to meet the needs of the Fire Service Industry...
...and the needs of your residents

SUPERIOR INDUSTRIAL FIRE SERVICES, INC.



Marathon Petroleum
Chief John R. Wright
301 St. Paul Park Road
St. Paul Park, MN 55071
Providing 5 EMT/FF
Since 2021



Phillips 66 Wood River
Chief Richard Haase
900 S. Central Avenue
Roxana, IL 62084
Providing 10 EMT/FF
& 2 Admin Assistants
Since 2022

When **Performance, Time, and Experience** Count

Exhibit 2



Benefits At A Glance

January 1, 2023 — December 31, 2023



Superior Air-Ground Ambulance Service, Inc. provides their employees and eligible dependents with a comprehensive benefits package. All full-time employees regularly scheduled to work at least 30 hours per week are eligible to participate in our benefits program.

Coverage for new employees begins on the 1st of the month following 60 days of full-time employment. The following pages provide a brief overview of available benefits. In addition to covering yourself, you may also choose to cover eligible dependents including your spouse or civil union partner and dependent children under the age of 26 regardless of marital status for medical, dental and vision and voluntary life/AD&D coverage.



This guide is an overview and does not provide a complete description of all benefit provisions. For more detailed information, please refer to your plan benefit booklets or summary plan descriptions (SPDs). The plan benefit booklets determine how all benefits are paid.

Medical



Superior Air-Ground Ambulance Service, Inc. offers you a choice between 2 plans: the Bronze PPO Plan and the Silver PPO Plan. Medical plans are administered by BlueCross BlueShield of Illinois (BCBSIL). All plans include prescription drug coverage. Prescription drug coverage is administered by Prime Therapeutics.

	Bronze PPO Plan		Silver PPO Plan	
Medical				
Benefit Provision	In-Network	Out-of-Network ^A	In-Network	Out-of-Network ^A
Calendar Year Deductible				
Deductible-Single / Family	\$1,750 / \$4,375	\$4,000 / \$10,000	\$1,250 / \$3,125	\$3,000 / \$7,500
Total Out-of-Pocket Maximum				
Out-of-Pocket Maximum- Single / Family	\$5,000 / \$12,500	\$7,500 / \$18,750	\$4,000 / \$10,000	\$6,750 / \$16,875
	<i>Includes deductible, coinsurance for essential health benefits and all copays including pharmacy</i>			
Coinsurance				
Payment After Deductible	Plan pays 80%	Plan pays 60%	Plan pays 80%	Plan pays 60%
Office Visits				
Preventive Care	No charge	60% after deductible	No charge	60% after deductible
Virtual Visit (MDLive)	No charge	Not Available	No charge	Not available
Retail Clinic/ Convenience Care Clinic	\$25 copay	60% after deductible	\$25 copay	60% after deductible
Primary Care	\$50 copay	60% after deductible	\$35 copay	60% after deductible
Specialist	\$100 copay	60% after deductible	\$70 copay	60% after deductible
Other Services				
Lab & X-Ray	80% after deductible	60% after deductible	80% after deductible	60% after deductible
Inpatient Services	80% after deductible	\$500 copay, then 60% after deductible	80% after deductible	\$500 copay, then 60% after deductible
Outpatient Surgery	80% after deductible	60% after deductible	80% after deductible	60% after deductible
Outpatient Rehabilitation Services	80% after deductible	60% after deductible	80% after deductible	60% after deductible
	65 physical therapy, 45 speech therapy and 70 occupational therapy visits per cal. year		65 physical therapy, 45 speech therapy and 70 occupational therapy visits per cal. year	
Emergency Treatment				
Urgent Care/Non-Emergency Use of ER	80% after deductible	60% after deductible	80% after deductible	60% after deductible
Emergency Room	\$250 copay, then 80% (copay waived if admitted on an inpatient basis)		\$250 copay, then 80% (copay waived if admitted on an inpatient basis)	

^ANon-network providers may balance bill you for medical charges that exceed BlueCross BlueShield of Illinois in-network discounted rates.



	Bronze PPO Plan		Silver PPO Plan	
Pharmacy (Balanced Formulary)				
Retail	(1 copay per 30 day supply)		(1 copay per 30 day supply)	
		<i>Covered at 75% of contracted pharmacy amount</i>		<i>Covered at 75% of contracted pharmacy amount</i>
Generic	\$10 copay	\$10 copay	\$10 copay	\$10 copay
Preferred Brand	You pay 30% (\$40 min/\$80 max)	You pay 30% (\$40 min/\$80 max)	You pay 30% (\$40 min/\$80 max)	You pay 30% (\$40 min/\$80 max)
Non-Preferred Brand	You pay 50% (\$60 min/\$120 max)	You pay 50% (\$60 min/\$120 max)	You pay 50% (\$60 min/\$120 max)	You pay 50% (\$60 min/\$120 max)
Select Oral Contraceptives	\$0 copay	\$0 copay	\$0 copay	\$0 copay
Mail Order	(90 day supply)		(90 day supply)	
Generic	\$20 copay		\$20 copay	
Preferred Brand	You pay 30% (\$80 min/\$160 max)		You pay 30% (\$80 min/\$160 max)	
Non-Preferred Brand	You pay 50% (\$120 min/\$240 max)	Not applicable	You pay 50% (\$120 min/\$240 max)	Not applicable
Specialty (30 day supply)	\$250 copay		\$250 copay	
Select Oral Contraceptives	\$0 copay		\$0 copay	

PPO Plan A Preferred Provider Organization (PPO) offers an extensive national network of physicians and hospitals that have agreed to provide services at discounted rates. You may visit any doctor in any practice or specialty without a referral, but you are covered at a higher level if you receive care from a provider in the BCBSIL network.

Medical Payroll Deductions (Bi-Weekly)

	Bronze PPO Plan	Silver PPO Plan
Employee	\$44.77	\$96.92
Employee + Spouse	\$102.46	\$213.23
Employee + 1 Child	\$101.54	\$186.92
Employee + Child(ren)	\$111.69	\$231.69
Family	\$152.31	\$288.46

PPO Customer Service: (800) 526-6593
Pharmacy Customer Service: (800) 423-1973

www.bcbsil.com
www.bcbsil.com/member
www.myprime.com

Blue Access For Members



Go to www.bcbsil.com/member or download the BCBSIL Mobile App to register for access to check the status of your claims, sign up for mobile alerts about claim activity, print a temporary ID card, confirm who is covered, review your Explanation of Benefits (EOB) and more! You will need your medical ID card to register.



MDLive Telehealth

BlueCross BlueShield PPO members can video chat with a doctor from the comfort of their own homes, without an appointment. MDLive Telehealth provides 24/7 access to U.S. board-certified physicians at no cost. Physicians can treat a host of common illnesses quickly and effectively through a real-time video visit. They can even send prescription orders to your local pharmacy. **MDLive is available to you at no cost!!**

Virtual Visit Doctors can treat a variety of health conditions including:

- Allergies
- Asthma
- Cold/flu
- Ear Problems (age 12+)
- Nausea
- Pink Eye

For more information, visit mdlive.com/bcbsil, download the mobile app, call 888-676-4204 or text BCBSIL to 635-483 (MDLive's online assistant Sophie will help activate your account).

Customer Service: (888) 676-4204
www.mdlive.com/bcbsil



Benefits Value Advisor (BVA)



Superior Air-Ground Ambulance Service, Inc. offers you confidential access to Benefits Value Advisor through BlueCross BlueShield of Illinois. Benefits Value Advisor (BVA) can be reached at (800) 526-6593.

Sometimes, navigating through the health care system can be much like being on a boat in choppy waters, shifting you one way, and then another as you try to get to your final "medical" destination. For example, the same procedure performed in the same area by different providers can vary greatly in cost.

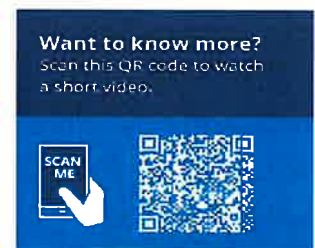
Suppose your doctor tells you that they want to schedule a CT scan. You're a little worried about it since you've never had one and you are not sure how it will go. You're also unsure about how much your out-of-pocket costs will be, where you can go to have the test done and how you can get help with pre-certification.

Did you know that a BCBSIL Benefits Value Advisor (BVA) can help with all of these things? Speak to a BCBSIL Benefits Value Advisor who can help you navigate through the health care system. Advisors can assist with:

- Understanding your benefits
- Finding in-network providers
- Comparing Costs
- Scheduling Appointments
- Helping with pre-certification for in-network providers
- Guiding you to online educational tools

They can also help with contacting providers for many conditions, including:






- CAT or CT scans
- MRIs
- Endoscopy procedures
- Colonoscopy procedures
- Back or spinal surgery
- Knee surgery
- Shoulder surgery
- Hip replacement or joint surgery
- Bariatric surgery



Just call the Customer Service number on the back of your BCBSIL ID card and ask to speak to a Benefits Value Advisor who is ready to help make accessing and understanding your next procedure smooth sailing!

Know Where To Go

Where you get medical care can have a significant impact on the cost. Here's a quick guide to help you know where to go, based on your condition, budget, and time.

Type	Appropriate for	Examples	Access	Average Cost*
 <p>Nurseline</p>	Quick answers from a trained nurse	<ul style="list-style-type: none"> Identifying symptoms Decide if immediate care is needed Home treatment options and advice 	24/7	\$0
 <p>Virtual visit</p>	Minor illnesses and conditions	<ul style="list-style-type: none"> Common cold, flu, fever Headache, migraine Skin conditions Allergies 	24/7	\$
 <p>Office visit</p>	Routine medical care and overall health management	<ul style="list-style-type: none"> Preventive care Illnesses, injuries Managing existing conditions 	Office Hours	\$\$
 <p>Urgent care, Walk-in clinic</p>	Non-life-threatening conditions requiring prompt attention	<ul style="list-style-type: none"> Stitches Sprains Animal bites Ear-nose-throat infections 	Vary, up to 24/7	\$\$\$
 <p>Emergency room</p>	Life-threatening conditions requiring immediate medical expertise	<ul style="list-style-type: none"> Suspected heart attack or stroke Major bone breaks Excessive bleeding Severe pain Difficulty breathing 	24/7	\$\$\$\$

Learn To Live

Learn to Live has digital mental health programs that can help you get your mental health on track so you can feel better and enjoy life more. There is an online assessment that helps pinpoint the right programs for you, such as: stress, anxiety, depression, substance abuse etc. Explore quick and easy lessons whenever it fits your schedule. You can also connect with an expert coach that can provide one-on-one support to reach your goals. All personal details are kept private. Just like with face-to-face therapy, your personal results, program process and messages with your coach will not be shared with your employer.

Check out the programs at no extra cost through your Blue Cross Blue Shield of Illinois plan.

1. Login at bcbsil.com
2. Click Wellness
3. Choose Digital Mental Health
 - Or tap Digital Mental Health on the BCBSIL App.



Voluntary Dental



Our Group Dental Plan is administered by Guardian.

DHMO Plan (First Commonwealth IL Network) ^A	PPO Plan (Without Orthodontia) ^A		PPO Plan (With Orthodontia) ^A	
	In-Network	Out-of-Network ^B	In-Network	Out-of-Network ^B
Calendar Year Maximum	Calendar Year Maximum			
Not Applicable	\$1,000 per individual combined network and out-of-network		\$1,500 per individual Combined network and out-of-network	
Calendar Year Deductible	Calendar Year Deductible			
Not Applicable	\$50 per individual \$150 per family	\$100 per individual \$300 per family	\$50 per individual \$150 per family	\$100 per individual \$300 per family
Calendar Year Rollover Feature	Calendar Year Rollover Feature			
Not Applicable	Enrollees may carry over unused portions of non-ortho annual maximums (subject to plan limitations)			
Preventive/Diagnostic Services	Preventive/Diagnostic Services			
Oral exams (1 per 6 mos.), Bitewing x-rays (1 per 6 mos.), cleanings (1 per 6 mos.), fluoride treatment (1 per 6 mos.), sealants (through age 16 – 1 per 18 mos.), space maintainers	Oral exams (1 per 6 mos.), cleanings (1 per 6 mos.), fluoride treatment (under age 19 – 1 per 6 mos.), palliative treatment, sealants (under age 16 – 1 per tooth per 36 mos.)			
Oral Evaluations/Cleanings – Covered at 100% X-rays and radiographs – Covered at 100% Sealants – Covered at 100% Space maintainers – \$36 to \$54	100% of reduced fee	80% of Usual and Customary	100% of reduced fee	80% of Usual and Customary
Basic Services	Basic Services			
Fillings, endodontics, periodontics, oral surgery	80% of reduced fee after deductible	X-Rays, fillings, space maintainers 70% of Usual and Customary after deductible	80% of reduced fee after deductible	80% of Usual and Customary after deductible
Fillings (amalgam) - \$26 to \$35 Fillings (resin) - \$30 to \$68				
Major Services	Major Services			
Crowns, partial/full dentures, fixed/removable bridges	50% of reduced fee after deductible	50% of Usual and Customary after deductible	50% of reduced fee after deductible	50% of Usual and Customary after deductible
Inlays/Onlays/Crowns - \$115 to \$550 Dentures - \$173 to \$778				
Orthodontia – Adults & Dependent Children	Orthodontia – Adults & Dependent Children		Orthodontia – Adults & Dependent Children	
Children - \$3,701 copay for all services Adults - \$4,081 copay for all services	Not Applicable		50% of reduced fee	50% of Usual and Customary Orthodontia Lifetime Maximum: \$1,500

^AService frequencies: based on date of service

^AService frequencies: based on date of service

^BNon-network providers may balance bill you for dental charges that exceed Guardian's in-network discounted rates

Dental Payroll Deductions (Bi-Weekly)

	DHMO Plan	PPO Plan (without ortho)	PPO Plan (with ortho)
Employee	\$7.65	\$12.25	\$15.75
Employee + 1 Dependent	\$14.67	\$22.82	\$29.31
Family	\$19.58	\$35.92	\$52.52

Customer Service: (800) 627-4200
www.guardianlife.com

Voluntary Vision



Our Group Vision Plan is with Guardian with a choice between the VSP Signature Network and Davis Vision Network.

PPO Plan ^A	
In-Network	Out-of-Network
Exam	
\$10 copay Frequency: 1 x every 12 months	\$46-\$50 allowance
Frames	
\$120 allowance, plus a 20% discount on overage at select providers Frequency: 1 x every 24 months	\$47-\$48 allowance
Eyeglass Lenses	
Single Vision/Bifocal/Trifocal \$25 copay Frequency: 1 x every 12 months	\$47-\$86 allowance
Contact Lenses	
Elective \$120 allowance	\$105-\$120 allowance
Necessary \$25 copay Frequency: 1 x every 12 months (in lieu of eyeglasses)	\$210 allowance

VSP offers a network of private practice providers

Davis Vision offers both private practice providers and well-known retail centers (i.e. Walmart, JCPenny, Target, Sam's Club, Pearle and Sears)

Vision Payroll Deductions (Bi-Weekly)

	VSP Network	Davis Vision Network
Employee	\$4.08	\$3.47
Employee + 1 Dependent	\$6.19	\$5.25
Family	\$10.88	\$9.24

Customer Service: (800) 627-4200
www.guardianlife.com



^AService frequencies: based on date of service (VSP) or calendar year (Davis Vision)

Income Protection



Life and Ad&d

Superior Air-Ground Ambulance Service, Inc. provides you with basic term life insurance at no cost to you. An additional benefit may be payable for accidental death or non-work-related dismemberment. Should you desire more coverage, or should you desire coverage for your dependents, voluntary life and AD&D insurance is also available for purchase. Basic life and AD&D, voluntary employee life and AD&D and dependent life and AD&D insurance coverage is offered through MetLife.

Group Life /Ad&d (100% Employer Paid)

Benefit Amount (Employee):

\$20,000

Benefit Amount (Spouse) - Voluntary:

\$10,000

Benefit Amount (Child(ren) - Voluntary:

Age 14 days to 6 months: \$500

Age 6 months to age 26: \$5,000

Voluntary Life

Employee Benefit Amount:

Increments of \$10,000 up to the lesser of 5X salary or \$500,000
(if elected, voluntary AD&D must equal voluntary life coverage)

Employee Guarantee Issue:

New Hires (selecting coverage within 31 days of initial eligibility):

\$300,000

Previously Enrolled Employees with Amounts Less than the Guarantee Issue:

Can increase up to \$20,000 without Evidence of Insurability up to the Guarantee Issue

Spouse Benefit Amount:

Increments of \$5,000 up to the lesser of 50% of employee amount or \$150,000

Spouse Guarantee Issue:

New Hires (selecting coverage within 31 days of initial eligibility):

\$30,000

Previously Enrolled Employees with Amounts Less than the Guarantee Issue:

Can increase up to \$10,000 without Evidence of Insurability up to the Guarantee Issue

Child(ren):

Age 14 days to 6 months: \$250

Age 6 months to age 26: \$10,000 not to exceed 100% of employee amount

Disability

If you become disabled due to a non-work-related illness or injury, disability benefits may be payable. For periods of disability lasting longer than 180 days, Superior Air-Ground Ambulance Service, Inc. offers long-term disability coverage through MetLife, at no cost to you. This benefit pays you 40% of your pre-disability earnings, to a maximum benefit of \$5,000 per month. Should you desire an additional long term disability benefit, a buy-up option is available for purchase. This benefit pays you 60% of your pre-disability earnings, to a maximum benefit of \$5,000 per month.

Long Term Disability (100% Employer Paid)

40% of monthly earnings up to \$5,000 per month

Long Term Disability Buy-Up Option - Voluntary

Buy-Up Option Monthly Rate

\$0.202 per \$100 of covered monthly payroll

Voluntary Life Rates (Monthly)

Life Rates per \$1,000

(Spouse rates based on employee's age)

	Employee	Spouse
Under Age 30	\$0.07	\$0.07
Age 30-34	\$0.09	\$0.09
Age 35-39	\$0.10	\$0.10
Age 40-44	\$0.16	\$0.16
Age 45-49	\$0.26	\$0.26
Age 50-54	\$0.51	\$0.51
Age 55-59	\$0.82	\$0.82
Age 60-64	\$1.01	\$1.01
Age 65-69	\$1.74	\$1.74
Age 70-74	\$4.11	\$4.11
Age 75 and Over	\$15.60	\$15.60

Voluntary AD&D Monthly Rate (Employee and Spouse)

\$0.04 per \$1,000 of coverage

Child(ren) Life Monthly Rate

\$2.00 per family

Child(ren) Voluntary AD&D Monthly Rate

\$0.04 per \$1,000 of coverage



Want to know more?
Scan this QR code





Disability, Accident & Illness

Short Term Disability, Accident, and Critical Illness insurance are available to you for purchase through MetLife. Short Term Disability provides a weekly benefit if you become disabled due to a non-work related illness or injury. You can elect either 40% or 60% of your weekly salary to a maximum of \$1,500. Accident insurance pays a benefit directly to you if you suffer a covered injury and need treatment. Benefits may include ambulance, hospital admission, surgery, crutches and more. Critical Illness pays a lump sum benefit directly to you if you are diagnosed with a serious condition – such as a heart attack, stroke or cancer. You can choose from three levels of coverage: \$10,000, \$15,000 or \$20,000. Spouse and dependent child(ren) will be offered 100% of the employee coverage amount

Customer Service: (800) 638-5433

www.metlife.com

MetLaw

Having to hire an attorney can be very stressful, because you don't know where to go or how much it will cost. Superior Air-Ground Ambulance Services, Inc. offers MetLaw through Hyatt Legal to make it very simple to get the legal advice and the representation you need – without draining your finances. MetLaw offers affordable assistance for a wide range of legal needs, including wills and other estate planning documents, real estate matters, traffic offenses, adoptions, debt collection defense and much more by giving you access to a nationwide network of over 13,000 attorneys.

Customer Service: (800) 638-5433

www.metlife.com

PerkSpot

Superior Air-Ground Ambulance Services, Inc. offers a rich employee discount program with PerkSpot. With PerkSpot you have access to exclusive discounts from your favorite brands with over 30,000 national and local offers on categories such as travel, gyms, cell phones, restaurants, auto, apparel, electronics and more! PerkSpot is designed for your device of choice so you can access your discounts at work, home or on the go! Keep an eye out for new featured discounts in your weekly email.

Customer Service: (800) 638-5433

alliantmidwest.perkspot.com



Employee Assistance Program

Your EAP through MetLife/LifeWorks offers professional and confidential counseling services to help address any life issues you may be facing. This service, staffed by experienced professional clinicians, is available to you and members of your family at no cost, by calling a toll-free phone line 24 hours a day, seven days a week.

The EAP can talk to you about anything going on in your life, including:

- Family: Going through a divorce, caring for an elderly family member, returning to work after having a baby
- Work: Job relocation, building relationships with coworkers and managers, navigating through reorganization
- Money: Budgeting, financial guidance, retirement planning, buying or selling a home, tax issues
- Legal Services: Issues relating to civil, personal and family law, financial matters, real estate and estate planning
- Identity Theft Recovery: ID theft prevention tips and help from a financial counselor if you are victimized
- Health: Coping with anxiety or depression, getting the proper amount of sleep, how to kick a bad habit like smoking
- Everyday Life: Moving and adjusting to a new community, grieving over the loss of a loved one, military family matters, training a new pet.

Your program also includes up to 5 in person, phone or video consultations with licensed counselors for you and your eligible household members, per issue, per calendar year.

Our Mobile app makes it easy for you to access and personalize educational content important to you. Search “LifeWorks” on iTunes App store or Google Play. Log in with the username and password provided below.



EAP phone number: (888) 319-7819
www.metlifeeap.lifeworks.com
Username: metlifeeap Password: eap

Flexible Spending Accounts



Superior Air-Ground Ambulance Service, Inc. makes available to you flexible spending accounts for healthcare and dependent care.

Healthcare (FSA)

The healthcare FSA enables you to put aside pre-tax dollars to pay for out-of-pocket expenses you may incur for medical, dental, vision and pharmacy care which includes over-the-counter drugs and medically-necessary healthcare products. For 2023, the maximum contribution you may elect for your healthcare FSA is \$3,050. Contributions are made via pre-tax payroll deductions. Qualified expenses are then either paid for with an FSA debit card or submitted to Benefit Resource, Inc. for reimbursement. Any unused FSA contributions from the 2023 policy year (up to \$610) can be carried over to the 2024 policy year.

Dependent Care FSA

The dependent care FSA enables you to put aside pre-tax dollars to pay for child and elder care expenses. For 2023, the maximum contribution you may elect for your dependent care FSA is \$5,000. Contributions are made via pre-tax payroll deductions. As expenses are incurred, you may submit receipts for services to Benefit Resource, Inc. for reimbursement.



Customer Service: (800) 473-9595
www.benefitresource.com
Username: SSN
Password: Zip code
Company: sagas
Please note: once your account is established, you will be prompted to enter a unique password



Metro Paramedic Services, Inc. Employee Benefits

Recognizing that wages are only a part of the overall compensation package, Metro provides a variety of attractive and competitive benefits to eligible employees including:

- Medical – must work an average of 30 hours per week.
- Dental – must meet Full-Time Employee definition
- Vision – must meet Full-Time Employee definition
- Life Insurance – must meet Full-Time Employee definition
- Long Term Disability (LTD) – must meet Full-Time Employee definition
- Short Term Disability (STD) – must meet Full-Time Employee definition
- Flexible Spending Account – Medical – must meet Full-Time Employee definition
- Dependent Day Care Account – must meet Full-Time Employee definition
- Legal – must meet Full-Time Employee definition
- Vacation – must meet Full-Time Employee definition
- Sick Time – must meet Full-Time Employee definition
- Holiday Pay – must meet Full-Time Employee definition
- Leave of Absence – must meet Full-Time Employee definition

This section contains a brief summary of the various employee benefits provided by the Company. For a full description of your options please refer to the more detailed summary plan descriptions covering these plans/programs, which are available from the Human Resources Department. The summary plan descriptions will provide the current interpretation of benefits should any difference or ambiguity exist between them and this Handbook summary. Please note that Metro retains complete discretionary authority to amend or terminate any of its benefits plans and policies at any time.

General Eligibility and Enrollment

Employees who work are scheduled and work 35 hours per week are considered Full-Time Employees and are eligible for all benefits.

Employees who work an average of 30 hours per week could be eligible for group medical benefits after a standard measuring period and waiting time. Please contact the Human Resource Department for specific details.

Eligible dependents who can be covered in the benefits offerings include: a legal spouse or domestic partner, and children.

If you elect to enroll in any of the benefits offerings your coverage will begin the first of the month following 60 days of full time employment. NOTE: The 60-day waiting period will be waived for any current employee joining Metro Paramedic Services.

Plan details are located in each plan's Summary Plan Description. Please contact the Human Resource Department for specific details.

Medical

Medical coverage includes benefits for physician office visits, preventive care, medical/surgical services, inpatient/outpatient hospital services, emergency care, therapy services and prescription drugs. Metro offers comprehensive coverage through 3 variations; plans offer the same coverage but feature different deductibles, out-of-pocket maximums and employee contributions.

Wellness - Metro believes in the power of good health and offers an Individual Screening Program at no cost to all new hires enrolled in the Medical Plan. Employees can receive significant discounts on their Medical Plan contribution rates by participating in the Program. Details are available in the Human Resources Department.

Metro shall be responsible for purchasing health insurance. See Benefits Guide.

Our Company also offers its employees unlimited free virtual physician visits using a program called MD Live. MD Live provides Board Certified Doctors available in minutes through a Mobile App, online & by phone. 24/7 Access to Board Certified Doctors. Consult A Doctor From The Comfort Of Your Home. 24/7/365 Access. Via Phone or Secure Video. Confidential & Secure.

Dental

Voluntary Dental coverage includes benefits for preventive care, basic care (fillings, bitewing x-rays) and major care (bridges, dentures, crowns, root canal). Coverage provides for an HMO and 2 PPO plans. All options offer the similar coverage but feature different deductibles, out-of-pocket maximums and employee contributions.

Vision

Voluntary Vision coverage includes benefits for annual eye exams, frames and lenses, contact lenses and discounts on Laser Correction Surgery. Please see Human Resources for specific benefit information.

Life Insurance

Metro provides financial protection in the event of your death. The Company provides, at no cost to you, basic life insurance and accidental death and dismemberment. You may elect additional protection with voluntary supplemental life insurance and accidental death and dismemberment coverage at group rates. Voluntary coverage is available for spouses and children at group rates. See your certificate booklet or Human Resources for specific benefit information.

Long Term Disability

Long-Term Disability (LTD) benefits replace a portion of your income if your disability lasts longer than 180 days. For the first two years of benefits, you are considered disabled if you cannot perform the material duties of your job due to illness or injury. The LTD pays benefits up to age 65.

This plan offers two different levels of coverage, *Basic* and *Voluntary Coverage*. See your

certificate booklet or Human Resources Department for specific benefit information.

Short Term Disability

Short Term Disability (STD) is intended to protect your income for a short duration (up to 26weeks) in case you become ill or injured. See your certificate booklet or Human Resources Department for specific benefit information

Retirement Program (401k)

With 401(k) and profit-sharing features, the Metro retirement program provides a cost-effective, convenient and tax-deferred way to set aside money for the future. The summary below provides you with a brief synopsis of the main features of the retirement plan. Greater detail is provided in the summary plan description and official plan document.

Company Matching Contributions – A significant added bonus: when you save money, the Company contributes “matching contributions” to your account. Each year, the Company will match 25% of your contributions up to 6% of your compensation.

Investment Choices – Amounts contributed by you can be invested in any of the investment funds offered under the retirement plan.

Employee Assistance Program (888-628-4824)

The Company’s Employee Assistance Program (EAP) is a one-stop employee assistance and work-life program which provides confidential consultation, resources and referrals for parenting, child and elder care, personal and work issues, and for addiction disorders and mental health problems. Other services include basic legal and financial counseling and assistance with any other issue that may be troubling you. This is accomplished by providing professional counseling so these problems are resolved as early as possible, often before they have begun to have a negative effect at home and at work. See your certificate booklet or Human Resources Department for specific benefit information.

Vacation

Metro provides vacation with pay to regular full-time employees. Vacations are essential for your good health, efficiency and happiness on the job. It is the Company’s desire to allow you to take your vacation at the time most convenient for you, subject to the prior approval of your supervisor/manager. Employees should understand that it is not always possible to permit an employee to have the specific days requested based on job/customer demands, however management will do everything possible to accommodate employee requests. Full-time employees earn vacation credit according to the following schedule:

Completed Years of Service	Vacation Time
1 Year	48 hours
2 Years	96 hours
3 Years	144 hours
10 or more Years	192 hours

Accruing Paid Sick Time

Employees will accrue 1 hour of paid sick time for every forty (40) hours worked at a rate of 0.025 hours per pay period. If an employee works 80 hours in a paid period, the employee will earn 2.0 hours of paid sick time. If an employee works 40 hours in the pay period, the employee will accrue 1.0 hours.

Employees can accrue up to a maximum of 40 hours of paid sick time each year. Once the employee has accrued 40 hours, the employee will not accrue any additional time until the beginning of the next year.

Employees working 24 hour shift will continue to accrue up to 48 hours of sick pay each year.

Holidays

The Company provides six (6) paid holidays for most full time employees. They are:

New Year's Day January 1
Memorial Day Last Monday in May
Independence Day July 4
Labor Day First Monday in September
Thanksgiving Day Observance Date
Christmas Day December 25

All offices are closed in observance of these general holidays. Holidays that fall on Saturday are usually observed on the preceding Friday. Holidays that fall on Sunday are usually observed the following Monday.

Leave of Absence

Metro provides eligible full-time employees with leave of absences for a variety of reasons. The following discussion summarizes the Company's leave policies in a way that Metro hopes will be generally helpful.

All leaves are granted for a specific period of time. An employee who foresees being unable or unwilling to return to work at the end of the leave period should apply for any other leave for which the employee is eligible, including an extension of the current leave. Metro reserves the right to terminate the employment of an employee who does not return to work at the end of the approved leave period.

- **Family and Medical Leave (FMLA)**
Pursuant to federal law, you may be entitled to up to 12 weeks of unpaid leave during any 12-month period to care for your newborn child, a child placed with you for adoption or a foster child, your spouse, child or parent with a serious health condition, or your own serious health condition that prevents performance of your job functions.
- **Military Leave**
Military leave is provided to meet the legal requirements for the employee's return to active employment following U.S. military service and/or duty with a U.S. Reserve or National Guard Unit and to protect the employee in accordance with the law
- **Jury Duty**
Metro acknowledges your obligation to perform your civic duty by serving on a jury when called upon to do so. In the event you are called to serve on jury duty, or are subpoenaed for witness service, you are expected to inform your manager as soon as the court notifies you and to send a copy to the Human resources Department.

Time Off to Vote

Metro will make appropriate and reasonable accommodations to employees that request time to vote on designated election days. Employees who are registered voters and who do not have two or more hours off from work during the time polls are open, may take up to two hours of unpaid leave at the beginning or end of their shift for voting purposes. Eligible employees must request the time off in advance. Metro reserves the right to designate whether the hours off will be at the beginning or end of the employee's shift, and to require proof of voting.

Exhibit 3



**ADVANCED LIFE SUPPORT PERSONNEL AND
AMBULANCE SERVICE AGREEMENT FOR THE
CITY OF BELVIDERE**

May 1, 2023 – April 30, 2028
AGREEMENT FOR PARAMEDIC/AMBULANCE SERVICE

THIS AGREEMENT made this 1st day of May 1, 2023, by and between the City of Belvidere, Illinois, hereinafter referred to as "CITY" and METRO Paramedic Services, Inc., an Illinois corporation with registered offices at 395 W. Lake St., Elmhurst, IL, hereinafter referred to as "METRO", hereinafter each referred to as "Party" or collectively as "Parties".

NATURE OF THE AGREEMENT – UNDERSTANDING OF THE PARTIES

METRO is a licensed service provider as described in Section 3.85 of the Emergency Medical Services (EMS) Systems Act. CITY desires to utilize the special and unique experience, knowledge, and abilities of METRO to provide Advanced Life Support (ALS) Ambulance Services, ambulance vehicles to assist CITY for permanent assignment at CITY to provide emergency medical services.

METRO is in the business of contracting with Fire Protection Districts and Municipalities to provide licensed paramedics, as well as Advanced Life Support (ALS) ambulance units to provide EMS to units of government on a contractual basis.

CITY and METRO agree that the mutual promises contained in this agreement constitute adequate and sufficient consideration for entering into this agreement.

In consideration of the mutual covenants contained herein, it is agreed as follows:

1. TERM

The term of this agreement shall be for five (5) years, beginning on May 1, 2023, at 0700 HRS and terminating on April 30, 2028, at 0700 HRS. During said term, METRO shall provide CITY with ALS ambulance services.

2. SCOPE OF SERVICE

- a) METRO shall assign twelve (12) of its employees for work at CITY who meet the qualifications set forth in this Agreement, hereinafter referred to as "Personnel". Personnel shall be assigned to CITY. METRO shall ensure coverage is provided 24 hours per day, each day of the year (365 days). Personnel will be required to work shifts as deemed necessary by CITY and METRO to achieve CITY's and METRO's goal in delivering Emergency Medical Services while meeting the requirements of the Illinois Department of Public Health (IDPH) and the EMS System agreed upon by CITY and METRO.

- b) In the event of the absence of any employee of METRO's Personnel from their assigned shift, METRO shall provide a suitably qualified replacement to fulfill the assigned duties of the regularly scheduled employee. METRO personnel assigned to CITY shall be on permanent assignment and shall not be assigned to any other customer of METRO, except those temporary replacements may be used that are assigned to another METRO contract.

- c) METRO shall provide, own, maintain, and operate two (2) fully equipped, ALS ambulances. Both vehicles shall serve as front line units to CITY. METRO shall provide, own, maintain, and operate one (1) ALS equipped ambulance to serve as a Reserve Unit. All vehicles will be licensed as specified by the Illinois Department of Public Health and the Hospital EMS System which is mutually agreed upon by CITY and METRO. The one (1) reserve ambulance vehicle licensed as a basic life support vehicle, but able to be upgraded to an advance life support vehicle if in the event one of the front-line ambulance vehicles are taken out of service for maintenance or become inoperable. METRO shall provide these vehicles to CITY twenty-four (24) hours per day, seven (7) days per week. METRO shall be available the same hours to receive and respond to calls for ambulance service within the corporate limits of CITY and to thereafter dispatch without delay a mobile intensive care unit provided however, that METRO shall also respond to locations outside the corporate limits when so requested pursuant to mutual aid agreement. The Parties agree that all vehicles referenced in this Article 2 (c) are to be permanently assigned to the CITY throughout the duration of the Term of this Agreement, except that the Parties agree that the Reserve Ambulance Unit can be used by METRO to service its other clients or other needs as long as such use does not impede the needs of the City as detailed herein.

In addition, the Parties agree that METRO shall replace each of the vehicles described in Article 2 (c) according to the replacement schedule reflected within Exhibit D attached hereto.

METRO shall be responsible for keeping all vehicles it supplies to CITY in good working order, free from material defect and free from any visible or invisible major damage throughout the term of this Agreement

- d) METRO agrees to assume all responsibility for ownership and on-going maintenance and repair of the vehicles assigned to CITY, and furthermore agrees that the ambulance vehicles and non-transport unit shall be solely dedicated to serve CITY and shall remain the property of METRO. METRO shall supply and install any and all two-way radios, portable radios, and mobile data computers (used to interface with the CITY's 9-1-1 Dispatch center) in the ambulances. METRO agrees that these radios and mobile data computers are solely the assets of METRO or METRO's agents.

- f) CITY agrees that METRO owns, operates, and provides certain medical equipment that is contained on the ambulances and provided to CITY as summarized within

Exhibit A. CITY agrees to promptly return said equipment to METRO upon termination of the Agreement.

- g) METRO shall provide EMS and ambulance service without regard to race, creed, color, sex, sexual preference, age, physical or mental handicaps, national origin, ancestry, or financial ability to pay, or other protective category.
- h) METRO agrees to honor any current or future mutual aid agreements to which CITY is or becomes a party. There shall be no charge to CITY nor any other fire department connected with the mutual aid response, except that METRO shall bill the patient who received treatment and transportation.
- i) METRO shall respond to all emergency calls for service within the CITY within eight (8) minutes of receipt of an emergency call from the CITY's/COUNTY dispatch at least 90% of the time.
- j) METRO agrees, when possible, to back fill the dedicated ambulances with additional ALS ambulances as the dedicated ambulances respond to calls for service in such a manner as to continuously provide the ability to respond to EMS calls for service with the CITY.
- k) Each ambulance shall be staffed by two (2) employees of METRO one of whom shall hold a valid EMT-P license issue by the State of Illinois. All METRO employees, included but not limited to EMT's are employees of METRO and are not in any manner considered employees/agents of the CITY. METRO and METRO employees and agents shall in no way hold themselves out to employees or agents of the CITY.
- l) Ambulances shall be dispatched through Belvidere/County 911 center. METRO shall equip all ambulances with communication equipment capable of communicating with the CITY's Fire Department.
- m) METRO may not utilize any of its Ambulances dedicated to the CITY as a primary responder for any other jurisdiction or for non-emergency transports.
- n) METRO agrees to enter into and/or honor agreements for mutual aid or back up provision of Ambulance/emergency medical services providing for the provision of such services within the CITY whether the services are provided by a public entity or a completing third-party private company.
- o) METRO shall respond, at no charge to the CITY, all structural fires until released by the on-scene CITY Fire Department commander.
- p) The CITY's Fire Department is a certified non-transport provider of emergency medical services and intends to continue providing such services. METRO agrees to co-respond to medical calls with the CITY's Fire Department and to cooperate

in the provision of medical services at emergency calls where the CITY Fire Department is present. METRO agrees to allow the CITY to restock its ES supplies from METRO supplies after mutually responded to emergency medical calls.

- q) METRO agrees to assist the CITY in the training of its emergency medical staff (EMT-B, EMT-I, EMT-P) both for continuing education and initial training. Such assistance may include, but is not limited to, allowing CITY personnel to ride along on METRO' ambulances and calls as a part of the practical requirements for EMT training.
- r) METRO at no charge to the CITY, shall participate in any disaster planning and training activities or exercises up to six (6) times per year. METRO acknowledges receipt of, and agrees to comply with the Boone County Emergency Operations Plan

3. PERSONNEL:

- a) METRO shall provide six (6) EMT-Paramedics and six (6) EMT-B's to CITY. Personnel shall continue to meet all education requirements required by all applicable regulatory agencies to include IDPH and the EMS System. Evidence of the maintenance and completion of all required continuing education, license, and certification requirements shall be provided upon request by CITY's Fire Chief or designee.
 - 1. METRO and the CITY's Fire Chief (hereinafter "Fire Chief") shall schedule the EMT-Paramedics and EMT-B's to sufficiently staff and operate the two (2) front lint ambulances as deemed necessary to achieve the CITY and METRO's goals and objective of delivering EMS. The METRO employees will be assigned to accomplish the City's and Metro's goals and objectives in delivering Emergency Medical Services to the City of Belvidere while meeting the requirements of the Illinois Department of Public Health and the EMS System.
 - 2. METRO shall provide replacement personnel in the event of illness, vacation, or other vacancy caused by the absence of the regularly assigned personnel.
 - 3. Replacement personnel assigned to fill planned or unplanned vacancies shall be either regularly assigned paramedics or those from METRO's parent company Superior Air-Ground Ambulance Service, Inc. In addition, due to the nationwide shortage of Paramedics, METRO shall be able to utilize an advanced life support ambulance provided and staffed by Superior Air-Ground Ambulance Services if METRO and CITY mutually agree that extenuating circumstances exist necessitating the need to use an ambulance and Paramedics

supplied by Superior Air-Ground Ambulance Service to provide services to the City of Belvidere.

4. SELECTION, QUALIFICATIONS, AND DUTIES OF PERSONNEL:

- a) Paramedics or EMTs performing services under this Agreement shall have the necessary and required State of Illinois Certifications and be approved to work in the resource hospital committed to by CITY. Further, all paramedics and EMTs assigned to this Agreement shall be investigated and approved as to reasonable health, habits, and character. A record of convictions for violations of criminal or traffic laws may be grounds for rejection.
- b) Paramedics and EMTs shall continue their professional education and meet all requirements of the resource hospital/EMS System committed to by CITY, the U.S. Department of Transportation, and the Illinois Department of Public Health and any other requirements that from time to time may be imposed by law or regulation.
- c) METRO shall use its best efforts to provide Paramedics that have a minimum of one (1) year of experience in working in a contract paramedic service or municipal employment as a paramedic, or any combination of the two and Metro shall use its best efforts to not assign Paramedics that have less than one (1) year experience in a medical environment in which major trauma injuries are common.
- d) There shall be no charge to CITY for education and training of the paramedics nor shall same cause on-duty paramedics to be absent from paramedic duty as set forth herein.
- e) All paramedics assigned to CITY shall achieve their cardiopulmonary resuscitation instructor certification within one year of their assignment to CITY.
- f) To assist CITY in maintaining quality control, METRO shall provide CITY with resumes for Personnel who are being considered for assignment to CITY. So that CITY is certain that METRO's Personnel can effectively assist CITY and perform their duties, METRO shall, at its sole expense, require all prospective Personnel to take a pre-employment physical, which shall include a drug test and background screening, so long as such requirement is not contrary to federal, state, or local laws.
- g) For quality control purposes, each METRO employee assigned to CITY will be interviewed by a representative of CITY prior to his/her assignment. CITY shall advise METRO of Personnel who meet the CITY's quality requirements for full-time assignment to CITY.

- h) If the employment of any assigned Personnel is terminated from METRO and the Fire Chief is not aware, notice thereof shall be provided to the Fire Chief or his designee.
- i) METRO shall not assign any employee to the CITY in a permanent or temporary basis who is under disciplinary or law enforcement investigation or who is on a suspension status with METRO, IDPH or an EMS System.
- j) CITY shall have the right to direct METRO to no longer assign any given METRO employee to CITY when CITY determines that such action is in its best interests; provided, however, that both Parties agree to only undertake re-assignments that are consistent with their goals and commitments as equal opportunity employers. CITY shall notify METRO of such direction in writing. Upon receipt of notice, METRO shall replace its employee with another qualified employee and shall provide a permanent replacement within a reasonable period. All temporary and permanent replacement METRO employees shall be selected in accordance with the foregoing provisions of this agreement.
- k) Duties and Responsibilities: All paramedics shall be directly responsible to the Fire Chief for designated administrative and logistics matters as follows:
 - 1. METRO and assigned paramedics shall abide by the "Paramedic Rules and Regulations and Paramedic Procedure", of the State of Illinois, or other government units applicable to ambulances and the operation of the paramedic programs, as now constituted or as from time to time amended. In addition to regular on-duty assignments, paramedics shall:
 - i. Perform demonstrations of the ambulance and equipment.
 - ii. Instruct cardiopulmonary resuscitation classes.
 - iii. Work in cooperation with the American Heart Association to create an extensive blood pressure screening program for CITY's Fire Department.
 - iv. Provide the EMT training and Public Education services required by the Belvidere Fire Department.
- e) Personnel shall not be excluded from or ineligible to participate in a "Federal Health Care Program" as defined in 42 U.S.C. Section 1320a-7b (f) (or any applicable successor statutory section) or in any other government payment program, including but not limited to the Illinois Medicaid Program. Personnel shall be enrolled in the Illinois Department of Healthcare and Family Services' Illinois Medicaid Program Advanced Cloud Technology (IMPACT) system and shall be screened by METRO against:
 - i) The OIG List of Excluded Individuals/Entities available at: <http://oig.hhs.gov/exclusions/exclusionslist.asp>.

- ii) Any exclusion database maintained by the state agency that oversees the State Medicaid Program.
 - iii) The U.S. General Services Administration Excluded Parties List System. This list can be accessed at: <http://www.sam.gov>.
- f) METRO has established an Employee Drug Testing Program for its employees. METRO represents that it will enforce the terms of said program as set forth therein, provided that it is specifically acknowledged and understood that CITY in no way requires said program and that the establishment thereof is the sole and voluntary act of METRO in compliance with existing Drug-Free Workplace Acts. In the event laws or regulations are put into effect by any government agency which shall require or negate employee drug testing of paramedic personnel beyond that required or negated, if at all, by existing Drug-Free Workplace Acts, METRO shall comply therewith.
- g) METRO shall conduct employee background checks of Personnel assigned to CITY. Background checks will be performed by METRO at its own expense and shall consist of the following at a minimum:
1. Live Scan fingerprint performed by the CITY'S Police Department at METRO's expense, but with permission and consent of METRO Personnel.
 2. Illinois Driver's License Abstract to be done through CITY's Police Department, but only with written consent and approval of METRO's Personnel.
 3. InfoTrack background package to include Social Security number trace, county criminal trace, and Drivers' License Trace (all States that the Personnel has resided in).
 4. Upon request of the CITY's Fire Chief, METRO shall provide CITY's Fire Chief or designee with an opportunity to review all background investigations or results.
 5. CITY and its Fire Chief have the right to reject candidates based on the results of a background check.
 6. CITY's Fire Chief, with written permission of METRO and of METRO's Personnel, can periodically update the background check on any of METRO's Personnel.
 7. Should METRO's Personnel refuse to comply with METRO to accomplish the above items stipulated within this Article 5 (g), CITY shall have the right to refuse assignment of METRO's Personnel not willing to comply with any of the requirements stipulated in this Article 5 herein.
- h) If background check reveals information or statements that are incorrect or reveals information showing any of the following, the applicant should not be approved for hire:
1. The applicant has been convicted of a felony based upon his or her conduct or involvement in such business activity or similar business within the past

ten (10) years.

2. The applicant has been convicted of a felony or misdemeanor unrelated to his or her conduct or involvement in such business activity or similar business, which felony or misdemeanor involves any of the following offenses:
 - i. Unlawful possession with the intent to deliver; any controlled substance, as such term is defined in the Illinois Controlled Substances Act (720ILCS 570/100 et seq.), as amended from time to time, as defined in the Cannabis Control Act (720 ILCS 550/1 et seq.), as amended from time to time; or an intoxicating compound, as listed or defined in the Intoxicating Compounds Act (720 ILCS 690/0.01 et seq.), as amended from time to time, or any like offense of another state or country within the past ten (10) years.
 - ii. Unlawful possession of any controlled substance, cannabis, or intoxicating compound, within the past five years.
 - iii. The offenses of criminal sexual assault and criminal sexual abuse, as such offenses are defined in the Illinois Criminal Code 720 ILCS 5/1-1 et seq., or any like offense of another state or country.
 - iv. Any offense involving violence against another person or threatened violence against another person under the Illinois Criminal Code (720 ILCS 5/1-1 et seq.), within the past ten (10) years.
 - v. Any offense involving moral turpitude, including but not limited to any offense involving the misapplication, misappropriation, or misuse of funds of another person, within the past five years.
 - vi. The applicant has been convicted of driving under the influence of alcohol, other drug or drugs, intoxicating compound or compounds or any combination thereof under Illinois law (325 ILCS 5/11-501 et seq.), as amended from time to time or similar provision of local ordinance or any like offense of another state or county within the past five (5) years.
 - vii. The applicant has been convicted of driving under the influence of a controlled substance, cannabis, or an intoxicating compound under Illinois law (625 ILCS 5/11-501 et seq.), as amended from time to time or similar provision of a local ordinance or any like offense of another state or country, within the past five years.
 - viii. The applicant has been convicted of reckless driving under Illinois

law (625 ILCS 5/11-503 et seq.), as amended from time to time or similar provision of a local ordinance or any like offense of another state or county within the past five years.

ix. Other criminal convictions deeming a candidate ineligible for placement at the City as determined by the Fire Chief.

x. METRO is solely responsible for ensuring that all personnel assigned to the CITY are legally eligible to work in the United States of America and have provided all documentation necessary for completion of the Federal I9 form. .

5. EQUIPMENT:

- a) Uniforms shall be supplied by METRO at no additional expense to CITY in a style or nature as the Fire Chief and METRO shall agree.
- b) All paramedics shall be provided by METRO with a complete set of Personal Protective Equipment (like fire department bunker gear but meant for use strictly by Paramedics and not meant for firefighting), meeting the specifications listed in Exhibit B, which is by this reference made a part hereof, for personal protection while working in hazardous areas or situations. This equipment must meet the requirements of the NFPA, OSHA (if required) in addition to any other requirements applicable to protective clothing and shall be of a style or nature as the Fire Chief and METRO shall agree.
- c) Temporary replacement personnel shall have available all required equipment and uniforms as indicated in Subsection 6 (a) and 6 (b) hereof at the start of their tour of duty.
- d) METRO shall provide one (1) complete set of medical equipment and supplies per each front-line ambulance (not reserve ambulance) as specified by the resource hospital/EMS System as committed to by CITY.
- e) METRO shall provide one (1) complete set of telemetry equipment and one (1) cardiac monitor assigned to each front-line ambulance (not reserve ambulance).
- f) CITY shall provide and equip METRO's two (2) front-line ambulance vehicles (not reserve ambulance vehicle) with portable and mobile radios so that METRO's personnel can communicate with CITY's first responders.
- g) METRO shall provide seven (7) Motorola Monitor Alert monitor radios (or equivalent), two (2) such radios for each ambulance crew, and one (1) back-up radio for each station.

- h) METRO shall provide two (2) laptop PCs for use in the two (2) front-line ambulances. CITY shall provide and install Mobil Data Terminal software needed to connect laptops to CITY'S dispatch center. CITY shall provide PC specifications and type of Operating System to METRO so that METRO can order PCs meeting the required specifications. METRO shall also be responsible for any hardware needed to properly mount the laptop units in each of the two (2) front-line ambulance vehicles.
- i) CITY shall provide air cards needed for PCs to communicate with and to/from City's dispatch center. It is understood that the air cards are not owned by METRO and therefore METRO shall not be responsible for the maintenance or repair of air cards unless METRO's personnel intentionally damage the air cards.
- j) METRO shall have the responsibility for maintenance, repair, and replacement of all equipment and supplies therefore required under this Agreement including fuel and oil for the vehicles. If the equipment with a serious mechanical defect is not repaired or replaced within a reasonable time period, CITY may undertake necessary repairs and METRO shall reimburse CITY for the full cost of such repairs incurred by CITY. Any replacement equipment shall be the same or better than that which it replaced.
- k) METRO shall replace any equipment (including ALS type transporting vehicle) lost, stolen, damaged, or removed from service for repair within one (1) hour of notification by the Belvidere Fire Chief or designee.

6. FACILITIES:

- a) METRO shall provide equipped kitchen facilities, bunkroom facilities, and day room facilities for use by METRO's on-duty employees assigned to the CITY of Belvidere. METRO shall provide indoor parking of ambulances.

7. ADMINISTRATION OF EMS PROGRAM AND EMS BILLING:

- a) Metro shall handle or cause to be handled all necessary reports as required by the State of Illinois, federal government, resource hospital, CITY or any other agency requiring information on all calls for service.
- b) METRO shall provide any other reasonable service necessary as determined by CITY Fire Chief or their designee to maintain an efficient paramedic program in CITY.
- c) Neither Party shall provide information, nor any response shall be divulged to any agency or individual other than those required by state or federal law or regulations promulgated pursuant thereto except with express consent of CITY and METRO.

- d) CITY shall notify its dispatch provider that authorized METRO personnel are authorized to receive data and other information from CITY's dispatch center provided the data or information being sought is within the scope of services being provided to CITY.
- e) Upon request of CITY and/or its Fire Chief or their designee, or at least quarterly, METRO shall provide a summary of ambulance call history including:
 - 1. Number of responses by address and response time
 - 2. Number of transports
 - 3. Number of response but no transport
 - 4. Number of patients transported and cost
 - 5. Monthly year to date receivables
 - 6. Quality Assurance, Quality Improvement, and/or Disciplinary Action
 - 7. Other relevant call history information

8. INSURANCE:

METRO shall provide:

- a. **Workers Compensation Insurance.** METRO shall purchase and maintain, and upon request shall provide evidence that it has secured workers' compensation insurance for its employees in amounts required by Illinois law.
- b. **Professional Liability Insurance.** METRO shall purchase, maintain and upon request shall provide evidence that it has secured comprehensive professional liability insurance with a single limit of One Million Dollars and No Cents (\$1,000,000.00) per occurrence, and aggregate coverage of at least Ten Million Dollars and No Cents (\$10,000,000.00).
- c. **Non-Owned, Owned and Hired Automobile Insurance.** METRO shall purchase, maintain and upon request shall provide evidence that they have secured, coverage for METRO and METRO's employees for occurrences arising while METRO's employees are driving the CITY's vehicles, with a minimum single limit of One Million Dollars and No Cents (\$1,000,000.00), and additional aggregate coverage of at least Five Million Dollars and No Cents (\$5,000,000.00).
- d. **Comprehensive General Liability Insurance.** METRO shall maintain, and upon request shall produce evidence that it has comprehensive general liability insurance, or equivalent coverage, affording the following: METRO's insurance, including contractual liability and errors and omissions insurance, which shall include employment-related practices, products and complete operations insurance, bodily injury, property damage and personal injury insurance, with a

- minimum of One Million Dollars and No Cents (\$1,000,000.00) combined single limit of liability for all underlying coverage. With an “umbrella” or excess insurance coverage on a following form basis to the underlying coverage of a minimum of Ten Million Dollars and No Cents (\$10,000,000.00). METRO may purchase a single excess policy for both CGL and professional liability coverage.
- e. **Crime Insurance.** METRO shall provide and maintain Blanket Crime coverage that covers its employees against dishonesty, robbery, burglary, theft, destruction, disappearance as well as other related crime risks to CITY's/patient property with limits no less than Five Hundred Thousand Dollars and No Cents (\$500,000.00).
 - f. **Health Insurance.** METRO shall purchase and maintain, and upon request shall provide evidence that it has secured, health insurance for its employees.
 - g. **METRO's Insurance.** In the event that any claim or suit is brought against the CITY and the claim is directly attributable to the fault/negligence of METRO's employees, METRO's insurance shall be primary. METRO agrees to assume all liability for, and shall protect, and shall defend, and indemnify and hold harmless the CITY, its elected and appointed officials, employees, servants and agents, from and against all claims, actions, judgements, costs, losses, expenses and liabilities of whatsoever kind or nature including legal fees incurred by the City
 - h. **City's Insurance.** In the event that any claim or suit is brought against METRO and the claim is directly attributable to the fault/negligence of CITY's employees, CITY's insurance shall be primary. CITY agrees to assume all liability for, and shall protect, and shall defend, and indemnify and hold harmless the METRO, its Officers and officials, employees, and agents, from and against all claims, actions, judgements, costs, losses, expenses and liabilities of whatsoever kind or nature including legal fees incurred by Metro.
 - i. **CITY as Additional Insured.** METRO shall name CITY, its elected officials, and its officers, agents and employees as additional insureds on all applicable insurance policies. All applicable insurance policies shall contain a provision requiring sixty (60) day advance notice to CITY in the event of cancellation. Before METRO commences services hereunder, a copy of METRO's insurance policy or policies evidencing compliance with the provisions hereof shall be provided to CITY.
 - j. **METRO as Additional Insured.** CITY shall name METRO, and its officers, agents and employees as additional insureds on all applicable insurance policies. All applicable insurance policies shall contain a provision requiring sixty (60) day advance notice to METRO in the event of cancellation. Before services commence hereunder, a copy of CITY's insurance policies evidencing compliance with the provisions hereof shall be provided to CITY.
 - k. **Coverage Not to Be Changed By Sale of METRO.** In the event that a controlling interest of METRO's business is sold or transferred, the insurance

coverage described in this Agreement shall not in any way be materially changed.

1. **Notice of Change in Coverage or Cancellation.** METRO shall notify CITY within forty-eight (48) hours of being notified of any change in coverage limits or status of its insurance policies. METRO's election to provide any coverage required by this Agreement through a plan of self-insurance shall be considered a material change and default of this Agreement unless CITY, in its sole discretion, approves such a plan.

At all times during the term of the Agreement, and throughout any renewal periods, METRO will maintain insurance coverage. CITY shall be designated as an additional insured on all applicable policies. All insurance will be furnished by an insurance carrier appropriately licensed to write such policies.

9. INDEMNIFICATION:

It is expressly understood and agreed that each Party, to the extent permitted by law, shall in all events defend, indemnify, save, and hold harmless the other, their parents, affiliates, successors and assigns, elected and appointed officials, and their respective present and former agents, officers, volunteers, elected and appointed officials, and employees from any and all claims, liabilities, obligations, debts, charges, settlements or judgments (including attorneys' fees) arising from death, illness, physical injuries or property damage to any third Party or the other Party's present and former agents, officers, volunteers, and employees, including but not limited to any and all employment-related causes of action, attributable to the acts or omissions of the offending Party, its agents, officers, and employees while engaged in the performance of duties under this Agreement provided that no Party shall have any obligation under this Article with respect to liabilities caused by the gross negligence, reckless, fraudulent or deliberately dishonest conduct, or intentional misconduct of the other Party seeking indemnification; and in the event that a final determination that such claims or liabilities resulted from such Party's gross negligence, reckless, fraudulent or deliberately dishonest conduct, or intentional misconduct is made by a court of competent jurisdiction, the indemnified Party shall immediately refund such monies and expenses paid pursuant to this Article. Neither Party shall be obligated to indemnify the other Party for any claim or liability: (a) involving a claim by one Party against the other Party; (b) to the extent prohibited by law; (c) to the extent the Party seeking indemnification receives indemnification or insurance coverage from any other source. Provided that a Party is not in breach of its indemnification obligations hereunder, no Party being indemnified shall settle or compromise any claim subject to indemnification hereunder without the consent, of the Party providing such indemnification. Each Party also agrees to indemnify and hold each other harmless for: (a) any settlement or judgment based upon the sole theory of apparent agency arising from the negligent acts or omissions of the other and/or its employees or agents, and (b) any settlement or judgment of an

employment discrimination charge or claim arising from one Party's employees committing discriminatory, retaliatory, or harassing acts against the other Party's employees.

Notwithstanding the above paragraph, neither Party shall be liable to the other for indemnification for, and each Party hereby releases the other from, any liability for punitive, exemplary and consequential damages which may be suffered by such Party arising directly or indirectly out of the performance of this Agreement, including but not limited to the loss of use, loss of profits or business interruption (collectively, the "excluded damages"); provided that amounts owed as consideration under this Agreement shall not be deemed excluded damages.

Notwithstanding the foregoing, nothing contained within this Agreement is intended to be a waiver or estoppel of METRO, CITY, or its respective insurer's ability to rely upon the limitations, defenses and immunities contained within Illinois law, including, but not limited to Illinois Local Government Tort Immunity Act or the Emergency Medical Systems act that may be applicable to the CITY or METRO. To the extent that indemnification is available and enforceable, the Parties or their respective insurers shall not be liable to in indemnity or contribution for an amount greater than the limits of liability for claims established by law. Each Party's obligation to indemnify hereunder is subject to the availability and limits of applicable insurance coverage. Under no circumstances shall either Party be required to indemnify the other for its own negligent or intentional conduct.

This indemnification obligation shall be deemed to be contractual in nature and shall survive any termination of this Agreement.

10. PAYMENT OBLIGATIONS & CONSIDERATION:

- a) METRO shall bill third party payers at the rates mutually agreed upon by CITY and METRO for all services provided pursuant to this Agreement. METRO shall bill the patient directly for any charges that are not covered by a third-party payer.

11. AMBULANCE BILLING PROCEDURES: TO BE DETERMINED

Billing will be determined upon decision of CITY

Traditional or CITY billing per RFP

Samples below of METRO billing

- a) METRO shall bill for its services to residents for whom service is rendered in the following manner.
 - i. METRO shall request Belvidere residents to assign insurance benefits to

METRO and shall thereafter seek payment from the insurance provider. Insurance providers are deemed to be any of the following: Health Plans, Government Plans, Auto Insurance and Workers Compensation. METRO shall appeal any insurance provider's usual and customary rate if deemed below industry average for the geographical area. Any such assignment of benefits shall, in all cases, be full and final payment of all charges due METRO from the resident to whom services were rendered except for any deductible and coinsurance or co-payment amounts that may be owed and such payment shall be pursued to the fullest extent possible, including the use of external collection agencies. Thereafter, and excluding any co-payment amounts, deductibles, and coinsurance payments that may be owed by the resident, any remaining balance owed by a resident shall not be billed to the resident and collections thereof shall not be pursued.

- ii. As to uninsured resident charges, METRO may accept, as payment in full, an amount equal to the Medicare Allowable Amount after verification of uninsured status. For Financial Hardship cases, METRO is permitted to negotiate lower amounts on a case-by-case basis.
 - iii. "Belvidere residents" shall be defined as only those persons residing within the corporate limits of the City of Belvidere and shall not include those persons who reside within any fire protection district outside the corporate limits of the City that are serviced by the City of Belvidere Fire Department or METRO's Emergency Medical Services.
 - iv. Employees of the CITY or employees of METRO assigned to the City and who are actively on duty and working for the CITY or METRO respectively, and at that time are in need of an ambulance, shall not be invoiced for ambulance services provided to them as a result of a qualified on-duty injury.
- b) METRO shall bill for services to non-residents for whom service is rendered in the following manner.
- i. METRO shall request non-residents to assign insurance benefits to METRO and shall thereafter seek payment from the insurance provider. Insurance providers are deemed to be any of the following: Health Plans, Government Plans, Auto Insurance and Workers Compensation. Any remaining balance shall be billed to the non-resident and payment pursued to the fullest extent possible, including the use of external collection agencies.
 - ii. Uninsured non-residents will be billed METRO's usual and customary charges for services rendered and payment pursued to the fullest extent possible, including the use of external collection agencies. For Financial Hardship cases, METRO is permitted to negotiate lower amounts on a case-by-case basis.

- iii. "Belvidere non-residents" shall be defined as only those persons residing outside the corporate limits of the City of Belvidere, including but not limited to, those persons who reside with any fire protection district outside the corporate limits of the City that are serviced by the City of Belvidere Fire Department or METRO's Emergency Medical Services.
- c) No charge shall be made to any person or CITY for false or canceled requests for service. Response charges for service shall apply only when there is a transport by an ambulance other than one provided by METRO and treatment was rendered to the patient by METRO, or care is given by METRO and patient refuses transport.
- d) Collection procedures of METRO shall comply with, without limitation, the Illinois Collection Agency Act and rules promulgated pursuant thereto and all other, the provisions of State and Federal Statutes, rules, and regulations with respect to credit collection practices, which statutes, rules and regulations are hereby incorporated herein by this reference. Violations of such statutes, rules and and/or regulations shall constitute a breach of this Agreement. METRO shall as well be subject to prosecution for violation of such statutes, rules or regulations, where applicable.
- e) In no event shall the CITY be responsible for invoicing, billing or collections of fees for services rendered pursuant to this Agreement.

12. MISCELLANEOUS PROVISION:

- a) All personnel provided by METRO shall be and remain at all times properly licensed to operate or drive the mobile intensive care vehicles to be provided under this Agreement.
- b) METRO shall be solely responsible for and shall make any and all decisions relating to the medical condition of patients and care, or treatment rendered thereto.
- c) All rights, duties and acts of METRO and CITY which may be or are required to be performed after termination of this Agreement shall survive such termination.
- d) If METRO requests that a CITY EMT or Firefighter assist in the transport of a patient, METRO shall arrange for the return of the CITY EMT or Firefighter at the earliest possible time to the appropriate Fire Station

13. TERMINATION OF AGREEMENT:

After the initial Five (5) Year Term, this Agreement shall automatically renew for successive one (1) year terms upon the same terms and conditions herein, unless amended or renewed pursuant to Article 24 herein. . CITY or METRO may terminate this Agreement at any time without cause by providing the other Party with one hundred eighty

(180) calendar day written notice of such intent via certified mail, or via personal service, which notice shall set forth the reason for the termination.

The Parties acknowledge and agree that as of the effective date of this Agreement, there is a nationwide shortage of Paramedics because of the COVID-19 Pandemic and wage inflation. The EMS Industry anticipates that the Paramedic shortage will endure for at least another two (2) – four (4) years, if not longer. As such, the Parties agree that if METRO is unable to fill vacant Paramedic positions for permanent assignment to the CITY, the Parties agree to reopen this Agreement and negotiate new Consideration Terms of this Agreement to ensure METRO's ability to recruit, retain and assign Paramedics to the CITY. . Conversely, if the CITY opines that the Paramedic shortage has ended and the CITY determines that METRO should be able to maintain appropriate staffing levels of Paramedics assigned to CITY, the Parties agree to reopen this portion of the Agreement and negotiate new Consideration Terms of this Agreement. If the Parties cannot agree to new terms, either Party may terminate this Agreement by providing the other Party one hundred eighty (180) calendar day written notice of such intent via certified mail, or via personal service, which notice shall set forth the reason for the termination.

The Parties acknowledge and agree that METRO's compensation under this Agreement is based, significantly in part, on the EMS billing revenue. The Parties agree and acknowledge that METRO will be adversely impacted by modification of the CITY's ambulance billing fees and/or changes in State and/or Federal laws or regulations related to ambulance/EMS billing and/or reimbursement thereof. CITY agrees to consult with METRO in advance regarding any contemplated or proposed change in ambulance billing practices and/or ambulance billing fees. If CITY should seek to modify its ambulance billing fees through ordinance during the term of this Agreement in such a manner so that EMS Billing Revenue is negatively impacted or if changes are made by State and/or Federal laws or regulations that reduce or otherwise adversely impact reimbursement, or Commercial and/or Auto Insurance Payors reduce the amount of reimbursement for ambulance/EMS services, any and all of which will negatively impact METRO'S EMS Billing Revenue and its ability to achieve anticipated revenues and full compensation; METRO shall have the right to reopen this Agreement and propose an increase to the Fixed Payments made by CITY to METRO in order to maintain compensation under this Agreement. CITY shall have the option to accept the proposed increase or shall propose new compensation terms for METRO's services hereunder. If the Parties cannot agree to new terms, either Party may terminate this Agreement by providing the other Party one hundred eighty (180) calendar days written notice of such intent via certified mail, or via personal service, which notice shall set forth the reason for the termination.

14: ADMINISTRATION OF REPORTS AND RECORDS:

- a) METRO shall be responsible for completing all reports required under federal law, state law, resource hospital rules, or local rules and regulations for the provision of Emergency Medical Services. CITY will cooperate fully in completing such reports.

- b) If this Agreement or any report prepared in accordance with this Agreement is subject to request by any governmental agency, METRO shall have primary responsibility for complying with such request with notice to CITY.
- c) METRO shall keep original records at METRO's principal place of business to allow CITY and its agents to obtain information regarding the personnel furnished and services rendered under this Agreement. This provision shall survive the termination of this Agreement. METRO shall maintain the records pertaining to the services rendered upon the behalf of CITY during the term of this Agreement and for a period of not less than seven years following any termination.

15: RELATIONSHIP OF THE PARTIES:

- a) Notwithstanding anything to the contrary in this Agreement or elsewhere, METRO is an independent contractor with respect to the CITY. There is no agency, employment relationship, partnership, or joint venture between METRO, its employees, and CITY and/or CITY's employees. No one connected with METRO, except in a writing signed by the chief executive of METRO, has any authority to make any binding promises or agreements contrary to the foregoing.
- b) METRO's employees shall be, for all purposes, bona fide employees of METRO and not of CITY. All employment-related costs, benefits and expenses arising out of the relationship between CITY and METRO, including, but not limited to wages, state, local and federal taxes, benefits, insurance premiums, and contributions to insurance, pension, or other deferred compensation plans, including Social Security, unemployment insurance and workers' compensation obligations, shall be the sole responsibility of METRO. METRO's employees shall also be subject to all personnel policies and regulations applicable to METRO's employees generally, including time off with or without pay and leaves of absence, including under the Family and Medical Leave Act or any similar state law. It is recognized by the Parties that the provision of emergency medical and firefighting service is inherently dangerous. CITY shall provide a safe, healthy and non-discriminatory working environment in compliance with all applicable federal, state and local laws, regulations and ordinances. METRO and CITY agree that METRO is an independent contractor and shall be liable for its own actions. Neither Party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other Party, except as specifically outlined herein. METRO, including its employees, shall not be considered, entitled or eligible to participate in any benefits or privileges given or extended by CITY or be deemed an employee of CITY for any purposes, including but not limited to, for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation, and other employer contributions not specifically provided for in this Agreement. METRO shall retain the exclusive right to hire, discipline, compensate and terminate its employees pursuant to METRO's policies and procedures and consistent with the terms of this Agreement.

16: COMPLIANCE WITH LAWS:

The Parties agree to use their best efforts to adhere to all county, state and federal rules, regulations, codes, ordinances, and charters as they may apply to fire protection and emergency medical services, including but not limited to the following:

- a) **State of Illinois Anti-Discrimination Laws (775 ILCS 5/101/ et. seq.).** In carrying out the performance required under this Agreement, the Parties agree to use their best efforts to comply with all applicable provisions of the Illinois Human Rights Act, and rules and regulations promulgated by the Illinois Department of Human Rights, prohibiting unlawful discrimination in employment. METRO's deliberate, willful, or repeated failure to comply with all applicable provisions of the Illinois Human Rights Act, as determined by the Illinois Human Rights Commission or a court of competent jurisdiction, including specifically, provisions related to sexual harassment, or applicable rules and regulations promulgated thereunder, may result in a determination that METRO is ineligible for future contracts with CITY or any of its political subdivisions or municipal corporations, and this Agreement may be canceled or voided in whole or in part, provided that the provisions of this Agreement for the termination of this Agreement are followed, METRO is given a thirty (30) day period in which to cure any non-compliance or violations, and an opportunity to be heard by the City Council of CITY or similar entity before any decision has been made to cancel or void this Agreement and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.
- b) **Drug-free Workplace Act (30 ILCS 580/1, et. seq.).** All Parties must comply with all of the provisions of the Drug-free Workplace Act, which are applicable to METRO. Knowing or repeated false certifications or violations of the requirements of the Drug-free Workplace Act as determined by CITY's city council or similar entity may result in sanctions including, but not limited to, termination of this Agreement.
- c) **Freedom of Information Act (5 ILCS 140/1 et. seq.).** Applications, program reports and other information obtained by the CITY pursuant to this Agreement shall be administered in accordance with the Freedom of Information Act. CITY shall give METRO at least two (2) business days advanced written notice of any FOIA requests related to this Agreement and opportunity to review and object to any FOIA requests.
- d) **Educational Loan Default Act (5 ILCS 385/3).** METRO certifies that this Agreement is not in violation of the Educational Loan Default Act prohibiting certain contracts to individuals who are in default on an educational loan.
- e) **Americans with Disabilities Act.** As a condition of receiving this Agreement,

METRO certifies that services and activities provided under this Agreement comply and will continue to comply with The Americans with Disabilities Act (hereinafter "ADA") (42 U.S.C. 12101 et. seq.) and the regulations there under (28 CFR 35.130).

CITY shall not require METRO to perform any act which is contrary to the aforesaid and METRO shall use its best efforts to prohibit its employees from performing any act which violate the aforesaid acts and will take prompt remedial action to rectify or resolve any such violations.

The Parties recognize that this Agreement is at all times subject to applicable federal, state, and local law, including, but not limited to, the Social Security Act and its rules and policies and guidelines issued by the United States Department of Health and Human Services and its agencies such as CMS and the Office of the Inspector General. The Parties intend to comply fully with all applicable federal, state and municipal laws and regulations, including, but not limited to, the Balanced Budget Act of 1997, the Social Security Act, the federal Anti-Kickback Statute, and the federal False Claims Act. This Agreement shall be subject to amendments of such laws and regulations, and to new legislation and regulation. Any provisions of law that invalidate or are otherwise inconsistent with the terms of this Agreement, or that would cause one or both Parties to be in violation of law, shall be deemed to have superseded the terms of this Agreement; provided however, that the Parties shall exercise their best effort to accommodate the terms and intent of this Agreement to the greatest extent possible consistent with the requirements of law. In the event that any such laws or regulations affecting this Agreement are enacted, amended or promulgated, either Party may propose to the other a written amendment to this Agreement to be consistent with the provisions of such laws or regulations. Additionally, insofar as any terms or conditions of this Agreement are determined by any court or by the OIG to be contrary to any statutes or regulations, the Parties will promptly and in good faith confer and resolve any issues in order to amend this Agreement so that the performance of this Agreement is consistent with all applicable statutes and regulations. In the event that the Parties do not agree on such written amendments within thirty (30) days of receipt of the proposed written amendments, either Party may terminate this Agreement pursuant to Article 3, unless this Agreement would expire earlier by its terms. If either Party becomes aware of any actual or potential violations by the other Party, whether intentional or inadvertent, of any applicable state or federal statutes or regulations, it shall promptly notify the other Party in writing.

Each Party, their respective directors, trustees, officers and employees shall abide by their respective organization's ethical guidelines, including but not limited to guidelines related to gifts, political contributions, the federal Anti-Kickback Act (Section 1128B(b) of the Social Security Act) and the False Claims Act (31 USC 3729) and any amendments thereto.

METRO warrants that it is properly licensed to provide the personnel described in this Agreement to CITY under all applicable federal, state, and local laws. METRO shall maintain all such licenses and all others as may be required by law during the term of this Agreement and will furnish a copy of each license and license renewal to CITY upon

request. For purposes of any defenses or immunities to claims and liabilities to third Parties that CITY and/or its employees may be entitled under applicable laws, the Parties agree that, to the extent permitted by law, METRO will be deemed the agent of CITY or standing in the shoes of CITY with respect to such defenses and immunities available to CITY.

17: PAYMENT TO THIRD PARTIES:

METRO shall not pay any salaries, commissions or fees, or make any payments or rebates to any employee or officer of CITY or any of its affiliates, or to any designee of any employee or officer of CITY or any of its affiliates, or favor any employee or officer of CITY or any of its affiliates, or any designee of any employee or officer of CITY or any of its affiliates, or enter into any business arrangements with any employee or officer of CITY or any of its affiliates, other than as a representative of CITY.

Without limiting any provision herein, METRO further agrees that METRO will not, either directly or indirectly, offer, pay, promise to pay or authorize the payment of money or anything of value to any government official, candidate for office, political Party, vendor or other third Party in violation of any law.

18: CONFIDENTIALITY:

Trade secrets and confidential information that may be received by any Party or its employees, directly or indirectly, that are exempt from public disclosure under applicable laws shall remain the property of the disclosing Party and shall be kept confidential by the Party to whom such trade secrets or confidential information was disclosed. Such information will be utilized only for the purposes of carrying out the services and purposes of this Agreement, and each Party to which such information is disclosed shall cause each of its employees to comply with the foregoing. Upon termination of this Agreement, each Party agrees to surrender to the disclosing Party any and all trade secrets, confidential information, material or tangible items or written information supplied by the disclosing Party. The obligations of this Article will survive the termination or expiration of this Agreement.

19: PUBLICITY:

CITY agrees to allow METRO to list CITY as a reference in any of METRO's written or digital material for the sole purpose of listing CITY as a reference. With the exception of listing CITY as a reference on any of METRO's written and/or digital material, METRO shall not, without the prior written consent of the CITY: (a) refer to, identify, or use the name or any trade name or trademark of the CITY or any of its employees in any advertising or communications to the public by METRO made in any form or (b) take any photographs, video or other recordings of the property of the CITY or any of its employees.

20: NON-SOLICITATION AGREEMENT:

CITY agrees not to, directly or indirectly, solicit, or cause or induce on its own behalf or for any third Party to solicit, for the purpose of hiring any of METRO's employees placed with CITY to perform like services for CITY for the duration of this Agreement, unless mutually agreed by METRO and CITY unless the employee chooses to apply for a position with the Belvidere Fire Department and establishes themselves on the Belvidere Fire Department's eligibility list

21: FORCE MAJEURE:

Neither Party shall be liable for any delay in delivery or nonperformance in whole of its obligations under this Agreement if prevented from doing so by a cause or causes beyond its control, including, without limitations, acts of nature or public enemy, fire, floods, storms, earthquakes, riots, strikes, war, pandemics, epidemics, labor shortages, paramedic shortages, and restraints of government. The suspension of performance shall be of no greater scope and no longer duration than is reasonably required and the non-performing Party shall promptly notify the other Party of such event and use reasonable efforts to remedy its inability to perform.

22: COUNTERPARTS:

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

23: NOTICES:

All notices provided for or permitted herein shall be in writing and shall be delivered personally sent by a national overnight courier service, or sent by United States certified or registered mail, postage prepaid, return receipt requested, directed to the Parties at the following addresses or to such address as any Party shall designate by notice delivered or sent in the above manner. If a notice is sent by mail, it shall be deemed to have been received by the addressee two (2) days after the post marked date which it bears.

METRO:

Michael G. Tillman, Vice President
Metro Paramedic Services, Inc.
395 West Lake Street
Belvidere, Illinois 60126

CITY:

Sarah Turnipseed, Clerk
City of Belvidere
401 Whitney Blvd.
Belvidere, IL. 61008

24: ENTIRE AGREEMENT, AMENDMENT, WAIVER, AND USE OF SUBCONTRACTOR:

This Agreement contains the entire agreement and understanding between the Parties regarding the subject matter hereof; it supersedes and replaces all prior agreements, negotiations, and arrangements concerning its subject matter; and this Agreement is not subject to modification, alteration or amendment, except by further written Agreement signed by all Parties. No waiver of any provision shall constitute a waiver of any other provision, nor shall any waiver be deemed continuing unless otherwise expressly so provided in writing by the Party against which the waiver is asserted. A waiver of right or remedy on any one occasion will not be construed as a bar to or waiver of any such right to remedy on any other occasion. If the consent of either Party is necessary pursuant to the terms of this Agreement, such consent shall not be unreasonably withheld.

Except for EMT-Paramedic positions discussed and described throughout this Agreement, METRO may use sub-contractors to provide the personnel necessary to fulfill its obligations under this Agreement; provided that METRO agrees that it will require its sub-contractors and agents to make the same covenants and agreements contained in this Agreement. Subject to the preceding sentence, neither METRO nor CITY may assign this Agreement or its obligations without the other Party's prior written consent that shall not be unreasonably withheld, provided that METRO may utilize the employees or METROs of third Parties to provide CITY with qualified personnel without obtaining the prior written consent of CITY. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns.

25: GOVERNING LAW:

This Agreement and the Parties' relationship shall be construed in accordance with and governed by the laws of DuPage County, State of Illinois without regard to applicable conflict of law principles. In the event of any dispute between the Parties, the prevailing Party shall be entitled to its reasonable attorney fees and costs.

26: SEVERABILITY:

If any portion of this Agreement is determined to be invalid by subsequent passage of law or court interpretation, the court or other tribunal may "blue pencil" or revise said portion so that it is enforceable to the fullest extent permitted by law or, if such revision is deemed impermissible, that portion shall be removed from this Agreement. All other portions of this Agreement shall remain in full force and effect. Should any provision of this Agreement be deemed by either Party to be contrary to the provisions of said Laws, then the court may revise such provision so that it is enforceable, or the Parties agree to attempt in good faith to renegotiate the problematic provision to the mutual satisfaction of the Parties. In the event the Parties are not able to mutually agree on modification of the problematic provision, then either Party may terminate this Agreement upon thirty (30) calendar days written notice to the other Party if the terminating Party has a good faith

belief based on the advice of legal counsel that the problematic provision creates an unfavorable exposure under applicable laws.

27: AUTHORITY:

METRO represents that this Agreement is executed pursuant to approval of its President, and CITY represents that this Agreement is executed pursuant to resolution of its city council.

28: HEADINGS:

The headings and subheadings in this Agreement are inserted for convenience of reference only and shall not affect the meaning or interpretation of this Agreement.

29: HIPAA:

The Parties agree that any duties undertaken under this Agreement will comply in all material respects with all federal and state-mandated regulations, rules, or orders applicable to the obligations undertaken pursuant to this Agreement, including but not limited to regulations promulgated under Title II Subtitle F of the Health Insurance Portability and Accountability Act (Public Law 104-91) and all subsequent amendments, regulations, and guidance thereto ("HIPAA"). The Parties agree that for purposes of HIPAA, METRO's employees and personnel shall be considered workforce members, as that term is defined in 45 CFR 160.103, of CITY and that no business associate agreement is necessary. Furthermore, the Parties shall amend this Agreement or execute any additional documentation to amend the Agreement to conform with HIPAA or any new or revised legislation, rules, or regulations to which they are subject now or in the future (collectively, "Code") in order to ensure that the Parties are at all times in conformance with HIPAA and the Code. If, within thirty (30) days of either Party first providing notice to the other of the need to review the Agreement or execute any other document to comply with HIPAA or the Code, the Parties do not reach a mutually agreeable resolution, and such agreement may not be unreasonably withheld, either Party may immediately terminate this Agreement.

30: ASSIGNMENT:

This Agreement cannot be assigned or delegated to a third Party by either Party without the prior written consent of the other Party, which shall not be unreasonably withheld, and any attempted assignment without such consent shall be considered null and void; except that either Party may assign this Agreement to a parent, sister, subsidiary or affiliated corporation. Subject to the foregoing limitation, this Agreement shall be binding upon and inure to the benefit of the Parties' successors, assigns, affiliates or other legal representatives.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF , the parties hereto have caused this agreement to be executed by their duly authorized officials on the date first above written.

CITY OF BELVIDERE

By: _____
Mayor

Date: _____

Attest:

(title)

METRO PARAMEDIC SERVICES, INC.

By: _____
(title)

Date: _____

Attest:

(title)

Exhibit A
Itemized Listing of METRO's Owned and Operated Assets
Assigned to the City of Belvidere

Equipment Name	Serial Number	Contract	Unit
Stryker Power Pro Cot	Belvidere	M1	
Stryker Power Pro Cot	Belvidere	M2	
Stryker Power LOAD	Belvidere	M1	
Stryker Power LOAD	Belvidere	M2	
Stryker Stair Pro Stair Chair	Belvidere	M1	
Stryker Stair Pro Stair Chair	Belvidere	M2	
LUCAS Device	Belvidere	M1	
LUCAS Device	Belvidere	M2	

Exhibit B
Description of PPE Assigned to METRO's Personnel

Twelve (12) Sets of 5.11 Tactical Series EMS Extrication Coats and Pants

Twelve (12) Pairs of Throgood Hellfire Structure and Haz Mat Boots

Twelve (12) Cairns by MSA Helmets

DRAFT

Exhibit 4



SUPERIOR - AIR MED HELICOPTER PROGRAM

Accident Scene Requests for a Helicopter Response Call 1-877-727-6867

Public Safety ONLY Number - Do Not Give to the General Public

- **Instrument Flight Rule (IFR) Certified**- The ability to operate helicopters under IFR increases their utility, and safety.
- **All NTSB Recommended Safety Features** including Night Vision Goggles.
- Staffed by **Flight Certified Registered Nurses** and Flight Certified Critical Care Paramedics.
- Based out of **DuPage Airport** for Immediate Response.



This phone number is for the exclusive use of municipal EMS service, fire departments and law enforcement agencies requesting our helicopter for scene response. You will be directly connected to the Flight Coordinator on duty. Please have the following information available:

- **Your name, agency and a return phone number**
- **Landing Zone location:** closest cross streets and town – GPS Coordinates are not necessary – Our Flight Coordinators will plot the location based on your information.
- **Landing Zone Frequency & Ground Contact Unit Number** – What is the frequency that your communications officer on the scene wishes to use? What is the communications officer unit number or call sign?
- **EMS Helicopters prefer to use IREACH** – If this is not available, please identify the VHF frequency you have access to use.
- **Will other helicopters be responding?** Please give the Flight Coordinator their names. If so, our pilot will need to communicate with the other helicopter services that are inbound. All EMS helicopters responding to a scene will be communicating to each other on a common frequency that has been agreed upon by all members of the Illinois Association of Air and Critical Care Transport (IAACCT).

After the pilot has accepted the flight, we will launch Superior Air-Med 1 to the requested location. Our Flight Coordinators will contact you as soon as the aircraft has launched. This will typically be within minutes of the initial call.

If it is determined by the EMS Personnel on scene that the flight service is no longer needed at the accident scene, contact our Flight Coordinator at **1-877-727-6867 (SA-ROTOR)**. Superior Air Med 1 will return to base at no cost to the requesting agency.

If we are requested to be on "Stand-By" for an accident scene, we will launch the aircraft. Again, you may cancel Superior Air Med 1 at any time if the service is deemed not necessary and there will be no cost incurred to anyone.

(Aviation services are provided by Metro Aviation, Inc.)

Exhibit 5



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/21/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Resource Insurance Advisors 603 E, Kensington Rd Suite 200 Mt. Prospect IL 60056		CONTACT NAME: Adam Lindsten PHONE (A/C, No, Ext): (847) 590-9400 E-MAIL ADDRESS: adam@resourceinsuranceadvisors.com FAX (A/C, No): (847) 628-0880	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Arch Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	


COVERAGES **CERTIFICATE NUMBER:** CL22122102602 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			MEPK09157506	01/01/2023	01/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COM/OP AGG \$ 10,000,000 Employee Benefits \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			MEPK09157506	01/01/2023	01/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			MEUM09266806	01/01/2023	01/01/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 20,000,000 \$ PER STATUTE OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Inland Marine			MEIM09221806	01/01/2023	01/01/2024	Emergency App. DED 5000 Portable Equipment DED 1000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

"As required by written contract, the certificate holder is an additional insured with respect to the operations of the named insured pursuant to forms GL2014 (01/15) AU4021 (01/15) and CU2430 (04/13)"

CERTIFICATE HOLDER	CANCELLATION
Proof of Insurance	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 

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Exhibit 6



VILLAGE of CRETE

FIRE DEPARTMENT

524 WEST EXCHANGE STREET • P.O. BOX 337 • CRETE, ILLINOIS 60417

(708) 672-4650 • FAX: (708) 672-9130

www.villageofcrete.org/firedepartment

VILLAGE PRESIDENT
MICHAEL S. EINHORN

VILLAGE CLERK
DEBORAH S. BACHERT

FIRE ADMINISTRATOR / FIRE CHIEF
MICHAEL WATERMAN

To whom it may concern,

The Village of Crete has had Metro Paramedic's for almost a year and we are completely satisfied with their service. The village had a contract service with a previous company which started fine but there service deteriorated at the end and that was not acceptable.

Metro came into the village sat with the Mayor and myself to discuss their contract service and what they had to offer Crete. Their presentation was very well prepared and informative. Once it was decided to move contract service to Metro there presentation to the current contract employees here at was to say the least exceptional.

Anytime that my staff or myself have had questions for Metro or an employee issue there response to rectify the issue was prompt and handled in a very professional manner. We are currently in negotiations to revise our second year contract with Metro and it will be a pleasure have them remain as our firefighter/paramedic contract service.

Chief Administrator

Michael Waterman

BOARD OF TRUSTEES:

STEVEN BRUNS • RAYMOND E. HARLEY • STEPHEN E. JOHNSON • HOLLY MILBURN • KATRINA SEIFERT • MARK WIATER



MINOOKA FIRE PROTECTION DISTRICT

"A Culture of Excellent Service"

P.O. Box 736
7901 E. Minooka Road
Minooka, Illinois 60447

Ph: 815-467-5637
Fx: 815-467-5453
www.minookafire.com

August 13, 2020

To Whom it May Concern,

Minooka Fire Protection District began contract services with Metro Paramedic Service beginning January 1, 2020. Metro provides Minooka with six firefighter/paramedics and a part-time fire inspector. After the bid was awarded to Metro, our staff found the process of working out the contract language, as well as transferring our employees from one contractor to Metro as very professional.

Since implementation of our contract, we have had no major issues with the contract process, or personnel working on our contract. Any minor issues that have arisen have been quickly and professionally addressed by Metro staff. The Metro staff works very cooperatively with our Fire District staff to resolve any issues that have occurred.

If there are any further questions regarding our experience working with Metro, please feel free to contact me at 815-467-5637.

Sincerely,

Al Yancey, Jr.
Fire Chief



Troy Fire Protection District
700 Cottage St.
Shorewood, IL 60404
D/C Howard Hoffman



Phone 815-651-2103

hhoffman@troyfpd.com

Fax 815-725-0772

August 12, 2020

To: Interested Parties

RE: Letter of reference Metro Paramedic Services

.....
To whom it concerns,

The Troy Fire Protection District recently changed contract providers from AMR/Kurtz to Metro Paramedic Services after many years with Kurtz as our contract provider.

The transition process was very transparent and went seamlessly for all of our contract employees, from the initial meetings with Metro for Q and A about Metro, pay and benefits, accrued PTO, and the actual process for getting all the paperwork done, it all went well. Metro HR, Gina did a great job with answering all concerns voiced by employees in regards to paperwork, medicals, and PTO carryovers. The added touch of in person visits really went over well with our contract employees.

To date, we have had zero negative comments from any of the employees of Metro on the Troy contract and as a customer of Metro we are satisfied with how Metro has handled things with change of contract provider, how responsive Metro is to questions fielded by our contract coordinator Mike Ternes, and how treats their employees.

If you have any additional questions please feel free to contact me and I will answer what I can.

Sincerely,

Howard Q. Hoffman
Deputy Chief
Troy Fire Protection District



FIRE DEPARTMENT
6015 South Cass Avenue, Westmont, Illinois 60559-1503

Tel: 630-981-6400 Fax: 630-829-4486
westmont.il.gov | fire@westmont.il.gov



To Whom It May Concern,

The Village of Westmont's Fire Department has recently entered into a new partnership with Metro Paramedic Services, Inc. (Metro). The Village enjoyed a long-term relationship with the previous contract-paramedic service provider; however, within the last few years the former Contractor was not able to fill its contracted positions and did not meet the Fire Department's staffing needs or expectations. Therefore, the Village of Westmont and Fire Department decided to put the contract paramedic-firefighter services out for a competitive bid process, which resulted in Metro winning the bid.

The Village of Westmont operates a combination fire department and is very dependent upon its part-time members and contracted employees to staff the fire department appropriately. My staff and I were concerned about whether the transition would be smooth and if our employees were going to be treated fairly or adversely affected by the transition. However, I am pleased to say that the transition to Metro was seamless. Metro sent their Operations Manager and their Manager to meet with the entire incumbent contract employees at our fire station and performed all of the interviews and hiring on-site at our Fire Station. The management team at Metro is very responsive to our needs and easy to conduct business, as they are very quick in returning phone calls and E-Mails and resolving problems, and very knowledgeable and professional. In addition, they treat their employees with respect and fairness, which I believe gives Metro an advantage in their ability to attract, recruit, and retain high quality personnel.

In addition, Metro has been very transparent with their fee structure and they possess the ability to adapt our Department's needs.

I am happy to recommend Metro Paramedic Services, Inc to provide professional and high quality services to you and your community.

Please feel free to contact me directly if you wish to discuss our recommendation further.

Respectfully,

Steven W. Riley

Fire Chief

Westmont Fire Department

To Whom this May Concern:

My experience as the Contract Coordinator for Minooka Fire Protection District, with transferring from one contract, to Metro was one of the smoothest process I have ever experience. Gina Biagi-Nagle and Ted Beskow by far went out of their way to explain the whole process and helped all employees step by step to make this process so seamless. They truly went above and beyond to help me in the thousands of questions I had from contract employees and myself. Never once was I let down by their fast response to all questions I had and there fast action to fix all the problems that came up. Truly an incredible team to work for now and I highly recommend Metro contract to anyone looking for a change to a better company.

Sincerely,

Matt Feinberg

Metro Coordinator Minooka Fire Protection District

Fire Department Expenditures

		Actual FY 14	Actual FY 15	Actual FY 16	Actual FY 17	Actual FY 18	Actual FY 19	Actual FY 20	Actual FY 21	Actual FY 22	Budget FY 23	Plan FY 24
Salaries-Regular-FT	01-5-220-5010	1,962,281	1,908,887	1,951,981	1,969,596	2,068,634	2,113,028	2,182,622	2,230,005	2,212,019	2,480,719	2,569,796
Overtime	01-5-220-5040	200,248	334,289	234,519	200,785	136,531	164,132	136,846	164,604	221,635	153,720	218,423
Fire Pension	01-5-220-5124	570,270	722,406	719,276	798,052	970,589	1,003,401	1,036,419	1,154,950	1,171,834	1,236,703	1,247,022
Health Insurance	01-5-220-5130	371,197	348,945	391,457	422,211	495,624	497,102	501,144	491,100	488,317	651,405	674,899
Dental Insurance	01-5-220-5131	12,244	16,972	26,907	21,500	27,129	21,475	22,802	26,394	31,730	30,000	30,000
Unemployment Ins	01-5-220-5136	0	0	0	0	0	0	0	0	0	0	0
Uniform Allowance	01-5-220-5140	23,585	38,383	39,236	30,429	29,483	35,180	29,864	32,903	41,810	41,000	40,200
Training	01-5-220-5152	23,163	30,672	23,715	31,097	18,816	25,591	12,084	12,141	13,268	22,600	23,939
Personnel & Benefits Expenses		3,162,988	3,400,553	3,387,091	3,473,669	3,746,806	3,859,911	3,921,780	4,112,097	4,180,613	4,616,147	4,804,079
Repair/Maint - Bldg	01-5-220-6010	30,248	44,535	52,026	57,116	47,640	16,497	50,548	44,631	30,162	39,000	34,130
Repair/Maint - Equipm	01-5-220-6020	0	0	0	0	7,890	14,162	10,529	9,561	13,027	17,000	17,050
Repair/Maint-Vehicles	01-5-220-6030	58,956	70,804	58,527	57,016	36,583	29,835	36,016	51,622	35,075	55,000	49,000
Telephone/Utilities	01-5-220-6200	12,184	11,634	14,002	11,697	19,203	9,898	12,670	10,208	15,554	10,470	11,811
Physical Exams	01-5-220-6810	503	1,210	1,623	655	709	775	758	376	1,807	1,000	1,000
Fire Prevention	01-5-220-6822	2,646	4,910	7,163	8,984	10,252	8,659	10,882	3,060	6,631	8,300	7,830
EMS	01-5-220-6824	0	0	0	0	9,761	8,832	11,334	10,446	10,484	11,500	11,740
Total Contractual Expenses		104,537	133,093	133,340	135,467	132,037	86,658	132,737	129,904	112,740	142,270	132,561
Office Supplies	01-5-220-7020	15,410	11,083	15,180	12,686	11,666	11,514	8,184	16,142	20,872	33,850	33,850
Gas & Oil	01-5-220-7030	24,289	21,843	16,207	14,367	18,927	19,561	18,649	13,002	17,456	20,000	35,094
Operating Supplies	01-5-220-7040	8,322	15,764	11,540	6,831	8,607	8,167	9,250	8,516	12,309	8,500	9,900
Miscellaneous Exp	01-5-220-7900	21	615	996	1,296	589	557	653	572	900	750	0
Total Supplies Expenses		48,042	49,105	43,922	35,181	39,788	39,799	36,737	38,232	51,537	63,100	78,844
Equipment	01-5-220-8200	33,369	58,553	38,869	53,633	42,800	30,052	25,896	36,539	21,074	20,000	28,487
TOTAL FIRE DEPARTMENT		3,348,935	3,641,305	3,603,222	3,697,950	3,961,431	4,016,420	4,117,150	4,316,772	4,365,964	4,841,517	5,043,971
% of change			8.73%	-1.05%	2.63%	7.13%	1.39%	2.51%	4.85%	1.14%	10.89%	4.18%

Line # 01-5-220-5010

Salaries - Regular - FT

Actual for FY 08	1,725,358	
Actual for FY 09	1,971,759	14.28%
Actual for FY 10	1,916,421	-2.81%
Actual for FY 11	1,459,523	-23.84%
Actual for FY 12	1,796,054	23.06%
Actual for FY 13	1,874,305	4.36%
Actual for FY 14	1,962,281	4.69%
Actual for FY 15	1,908,887	-2.72%
Actual for FY 16	1,951,981	2.26%
Actual for FY 17	1,969,596	0.90%
Actual for FY 18	2,066,634	5.03%
Actual for FY 19	2,113,028	2.15%
Actual for FY 20	2,182,622	3.29%
Actual for FY 21	2,230,005	2.17%
Actual for FY 22	2,212,019	-0.81%
Budget for FY 23	2,480,719	12.15%
Plan for FY 24	2,569,796	3.59%

Budget for FY 24	2,569,796	
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Line # 01-5-220-5040 Overtime

Actual for FY 08	127,829	
Actual for FY 09	114,513	-10.42%
Actual for FY 10	117,741	2.82%
Actual for FY 11	87,158	-25.97%
Actual for FY 12	165,046	89.36%
Actual for FY 13	183,192	10.99%
Actual for FY 14	200,248	9.31%
Actual for FY 15	334,289	66.94%
Actual for FY 16	234,519	-29.85%
Actual for FY 17	200,785	-14.38%
Actual for FY 18	136,531	-32.00%
Actual for FY 19	164,132	20.22%
Actual for FY 20	136,846	-16.62%
Actual for FY 21	164,604	20.28%
Actual for FY 22	221,635	34.65%
Budget for FY 23	153,720	-30.64%
Plan for FY 24	218,423	42.09%

Budget for FY 24	218,423
Additional manpower (Includes recalls and mutual aid)	
Duty inspections	
Administration	
Training	
Public education	
Shift coverage	
Teams	
Maintenance	

Line # 01-5-220-5124 Fire Pension

Actual for FY 08	288,029	
Actual for FY 09	309,268	
Actual for FY 10	345,403	11.68%
Actual for FY 11	361,055	4.53%
Actual for FY 12	817,854	126.52%
Actual for FY 13	825,979	0.99%
Actual for FY 14	570,270	-30.96%
Actual for FY 15	722,406	26.68%
Actual for FY 16	719,276	-0.43%
Actual for FY 17	798,052	10.95%
Actual for FY 18	970,589	21.62%
Actual for FY 19	1,003,401	3.38%
Actual for FY 20	1,036,419	3.29%
Actual for FY 21	1,154,950	11.44%
Actual for FY 22	1,171,834	1.46%
Budget for FY 23	1,236,703	5.54%
Plan for FY 24	1,247,022	0.83%

Budget for FY 24	1,247,022	
	Per contribution amount	1,247,022
	approved by City Council.	
	Total payment to Fire Pension = \$1,313,890. The remainder is paid from Replacement Tax. (\$66,868)	

Line # 01-5-220-5130 Health Insurance

Actual for FY 08	0	
Actual for FY 09	0	
Actual for FY 10	0	
Actual for FY 11	0	
Actual for FY 12	392,933	
Actual for FY 13	391,244	-0.43%
Actual for FY 14	371,197	-5.12%
Actual for FY 15	348,945	-5.99%
Actual for FY 16	391,457	12.18%
Actual for FY 17	422,211	7.86%
Actual for FY 18	495,624	17.39%
Actual for FY 19	497,102	0.30%
Actual for FY 20	501,144	0.81%
Actual for FY 21	491,100	-2.00%
Actual for FY 22	488,317	-0.57%
Budget for FY 23	651,405	33.40%
Plan for FY 24	674,699	3.58%

Budget for FY 24	674,699	
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Line # 01-5-220-5131 Dental Insurance

Actual for FY 08	0	
Actual for FY 09	0	
Actual for FY 10	0	
Actual for FY 11	0	
Actual for FY 12	22,349	
Actual for FY 13	20,979	-6.13%
Actual for FY 14	12,244	-41.64%
Actual for FY 15	16,972	38.62%
Actual for FY 16	26,907	58.54%
Actual for FY 17	21,500	-20.10%
Actual for FY 18	27,129	26.19%
Actual for FY 19	21,475	-20.84%
Actual for FY 20	22,802	6.18%
Actual for FY 21	26,394	15.75%
Actual for FY 22	31,730	20.22%
Budget for FY 23	30,000	-5.45%
Plan for FY 24	30,000	0.00%

Budget for FY 24	30,000
City of Belvidere is self-insured for dental	

Line # 01-5-220-5140

Uniform Allowance

Actual for FY 08	28,225	
Actual for FY 09	22,698	-19.58%
Actual for FY 10	22,029	-2.95%
Actual for FY 11	13,558	-38.45%
Actual for FY 12	18,270	34.75%
Actual for FY 13	23,941	31.04%
Actual for FY 14	23,585	-1.48%
Actual for FY 15	38,383	62.74%
Actual for FY 16	39,236	2.22%
Actual for FY 17	30,429	-22.45%
Actual for FY 18	29,483	-3.11%
Actual for FY 19	35,180	19.32%
Actual for FY 20	29,864	-15.11%
Actual for FY 21	32,903	10.18%
Actual for FY 22	41,810	27.07%
Budget for FY 23	41,000	-1.94%
Plan for FY 24	40,200	-1.95%

Budget for FY 24	40,200
Uniform allowance (1 Chief, 6 officers, 21 firefighters and 2 new hires due to possible retirements)	
Uniform hardware (badges, nameplates, etc.)	
Class A uniforms	
Inspector uniform	

Line # 01-5-220-5152 Training

Actual for FY 08	36,167	
Actual for FY 09	31,044	-14.16%
Actual for FY 10	15,271	-50.81%
Actual for FY 11	8,919	-41.60%
Actual for FY 12	13,779	54.49%
Actual for FY 13	21,644	57.08%
Actual for FY 14	23,163	7.02%
Actual for FY 15	30,672	32.42%
Actual for FY 16	23,715	-22.68%
Actual for FY 17	31,097	31.13%
Actual for FY 18	18,816	-39.49%
Actual for FY 19	25,591	36.01%
Actual for FY 20	12,084	-52.78%
Actual for FY 21	12,141	0.47%
Actual for FY 22	13,268	9.28%
Budget for FY 23	22,600	70.33%
Plan for FY 24	23,939	5.92%

Budget for FY 24	23,939
<p>Registration fees (includes child safety seat renewals) Travel expenses Training literature Membership dues (includes annual inspection dues) Training supplies and props</p>	

Line # 01-5-220-6010 Repair / Maintenance - Buildings

Actual for FY 08	36,308	
Actual for FY 09	23,778	-34.51%
Actual for FY 10	20,765	-12.66%
Actual for FY 11	19,043	-8.29%
Actual for FY 12	16,769	-11.94%
Actual for FY 13	35,453	111.42%
Actual for FY 14	30,248	-14.68%
Actual for FY 15	44,535	47.23%
Actual for FY 16	52,026	16.82%
Actual for FY 17	57,116	9.78%
Actual for FY 18	47,840	-16.59%
Actual for FY 19	16,497	-65.37%
Actual for FY 20	50,548	206.41%
Actual for FY 21	44,631	-11.71%
Actual for FY 22	30,162	-32.42%
Budget for FY 23	39,000	29.30%
Plan for FY 24	34,130	-12.49%

Budget for FY 24	34,130
<ul style="list-style-type: none"> Tuck pointing and window sills at Station #1 Waste collection Routine building maintenance Routine building systems maintenance Building/system repairs 	
<p>Note: Building system repairs includes replacing 6 inoperable windows at Station 1 and repairing limestone that is peeling away from the building at Station 1. The window sills that were unable to be repaired/replaced will be budgeted in FY25.</p>	

Line # 01-5-220-6020 Repair / Maintenance - Equipment

Actual for FY 08	-	
Actual for FY 09	-	
Actual for FY 10	-	
Actual for FY 11	-	
Actual for FY 12	-	New line item - some items from 6010 and 8200
Actual for FY 13	-	
Actual for FY 14	-	
Actual for FY 15	-	
Actual for FY 16	-	
Actual for FY 17	-	
Actual for FY 18	7,890	
Actual for FY 19	14,162	79.49%
Actual for FY 20	10,529	-25.65%
Actual for FY 21	9,561	-9.19%
Actual for FY 22	13,027	36.25%
Budget for FY 23	17,000	30.50%
Plan for FY 24	17,050	0.29%

Budget for FY 24	17,050
Equipment testing	
Equipment repair and maintenance	
<p>Note: Equipment testing includes flow tests of air packs and masks, hydro tests of air bottles, breathing air compressor tests, ground ladder tests, hose testing, and extinguisher testing, all of which are mandated.</p>	

Line # 01-5-220-6030

Repairs / Maintenance - Vehicles

Actual for FY 08	62,952	
Actual for FY 09	54,545	-13.35%
Actual for FY 10	32,622	-40.19%
Actual for FY 11	57,545	76.40%
Actual for FY 12	34,054	-40.82%
Actual for FY 13	36,741	7.89%
Actual for FY 14	58,956	60.46%
Actual for FY 15	70,804	20.10%
Actual for FY 16	58,527	-17.34%
Actual for FY 17	57,016	-2.58%
Actual for FY 18	36,583	-35.84%
Actual for FY 19	29,835	-18.44%
Actual for FY 20	36,016	20.72%
Actual for FY 21	51,622	43.33%
Actual for FY 22	35,075	-32.05%
Budget for FY 23	55,000	56.81%
Plan for FY 24	49,000	-10.91%

Budget for FY 24	49,000
Annual testing	
Routine repairs and maintenance	
List of Vehicles	
1992 Sutphen- Engine #101 Reserve	2021 Ford Expedition XL - Command Vehicle BC-1
2002 American LaFrance - Engine #102	
2003 Ford - Rescue #140	
2005 Kawasaki - Jet Ski #1	
2011 Alexis - Ladder #150	
2013 Zodiac- Boat #1	Note: Annual testing includes mandated pump certification and aerial certification.
2016 Ford F350 - Utility #160	
2017 Ford Expedition - Command Vehicle BC-2	
2017 Polaris Ranger UTV #1	
2018 Alexis Engine #101	

Line # 01-5-220-6200 Telephone / Utilities

Actual for FY 08	10,597	
Actual for FY 09	10,186	-3.88%
Actual for FY 10	9,236	-9.33%
Actual for FY 11	8,216	-11.04%
Actual for FY 12	8,751	6.51%
Actual for FY 13	10,048	14.82%
Actual for FY 14	12,184	21.27%
Actual for FY 15	11,634	-4.52%
Actual for FY 16	14,002	20.36%
Actual for FY 17	11,697	-16.46%
Actual for FY 18	19,203	64.17%
Actual for FY 19	9,898	-48.45%
Actual for FY 20	12,670	28.00%
Actual for FY 21	10,208	-19.43%
Actual for FY 22	15,554	52.37%
Budget for FY 23	10,470	-32.69%
Plan for FY 24	11,811	12.81%

Budget for FY 24	11,811
<ul style="list-style-type: none"> Pitney Bowes rental/stamps Phone service Internet service Starcom21 network fees Cellular service 	

Line # 01-5-220-8810 Physicals

Actual for FY 08	1,588	
Actual for FY 09	1,167	-26.51%
Actual for FY 10	3,459	196.40%
Actual for FY 11	1,416	-59.06%
Actual for FY 12	829	-41.45%
Actual for FY 13	1,616	94.93%
Actual for FY 14	503	-68.87%
Actual for FY 15	1,210	140.56%
Actual for FY 16	1,623	34.10%
Actual for FY 17	655	-59.66%
Actual for FY 18	709	8.33%
Actual for FY 19	775	9.31%
Actual for FY 20	758	-2.16%
Actual for FY 21	376	-50.41%
Actual for FY 22	1,807	380.59%
Budget for FY 23	1,000	-44.66%
Plan for FY 24	1,000	0.00%

Budget for FY 24	1,000
<p>OSHA/IDOL mandated annual physicals (covered by insurance) Contractual testing and vaccinations (TB, Flu, Hepatitis B&C, Tetanus) Contractual eye exam or glasses Drug and alcohol screening Fit test and lung capacity test</p>	

Line # 01-5-220-6822

Fire Prevention / Education

Actual for FY 08	6,291	
Actual for FY 09	5,167	-17.87%
Actual for FY 10	1,983	-61.62%
Actual for FY 11	1,215	-38.73%
Actual for FY 12	1,831	50.70%
Actual for FY 13	3,712	102.73%
Actual for FY 14	2,646	-28.72%
Actual for FY 15	4,910	85.56%
Actual for FY 16	7,163	45.89%
Actual for FY 17	8,984	25.43%
Actual for FY 18	10,252	14.11%
Actual for FY 19	8,859	-15.54%
Actual for FY 20	10,882	25.68%
Actual for FY 21	3,060	-71.88%
Actual for FY 22	6,631	116.70%
Budget for FY 23	8,300	25.17%
Plan for FY 24	7,830	-5.66%

Budget for FY 24	7,830
CPR cards and supplies	
Educational materials	
Banners	
Code books	
Props, tents, rentals	

Line # 01-5-220-6824 Emergency Medical Services (EMS)

Actual for FY 08	0	
Actual for FY 09	0	
Actual for FY 10	0	
Actual for FY 11	0	
Actual for FY 12	0	
Actual for FY 13	0	
Actual for FY 14	0	
Actual for FY 15	0	
Actual for FY 16	0	New line item created in FY18
Actual for FY 17	0	
Actual for FY 18	9,761	
Actual for FY 19	6,832	-30.00%
Actual for FY 20	11,334	65.89%
Actual for FY 21	10,446	-7.83%
Actual for FY 22	10,484	0.36%
Budget for FY 23	11,500	9.69%
Plan for FY 24	11,740	2.05%

Budget for FY 24	11,710
<p>License renewals Equipment testing and maintenance Body substance isolation (gloves, masks, gowns) Supplies</p>	

Line # 01-5-220-7020 Office Supplies

Actual for FY 08	15,806	
Actual for FY 09	10,356	-34.48%
Actual for FY 10	7,033	-32.09%
Actual for FY 11	9,667	37.45%
Actual for FY 12	16,012	65.64%
Actual for FY 13	10,111	-36.86%
Actual for FY 14	15,410	52.41%
Actual for FY 15	11,083	-28.08%
Actual for FY 16	15,180	36.96%
Actual for FY 17	12,686	-16.43%
Actual for FY 18	11,666	-8.04%
Actual for FY 19	11,514	-1.30%
Actual for FY 20	8,184	-28.92%
Actual for FY 21	16,142	97.23%
Actual for FY 22	20,872	29.30%
Budget for FY 23	31,200	49.48% Increase due to software change from Firehouse to ESO.
Plan for FY 24	33,850	8.49%

Budget for FY 24	33,850
<ul style="list-style-type: none"> IT equipment Software licensing Records management Copier lease Supplies and printing 	

Line # 01-5-220-7030

Gas and Oil

Actual for FY 08	15,639	
Actual for FY 09	16,875	7.90%
Actual for FY 10	13,222	-21.65%
Actual for FY 11	15,814	19.60%
Actual for FY 12	20,350	28.68%
Actual for FY 13	23,400	14.99%
Actual for FY 14	24,289	3.80%
Actual for FY 15	21,643	-10.89%
Actual for FY 16	16,207	-25.12%
Actual for FY 17	14,367	-11.35%
Actual for FY 18	18,927	31.74%
Actual for FY 19	19,561	3.35%
Actual for FY 20	18,649	-4.66%
Actual for FY 21	13,002	-30.28%
Actual for FY 22	17,456	34.26%
Budget for FY 23	20,000	14.57%
Plan for FY 24	35,094	75.47%

Budget for FY 24	35,094	
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Line # 01-5-220-7040

Operating Supplies

Actual for FY 08	11,819	
Actual for FY 09	11,743	-0.64%
Actual for FY 10	8,983	-23.50%
Actual for FY 11	7,759	-13.63%
Actual for FY 12	7,695	-0.82%
Actual for FY 13	9,775	27.04%
Actual for FY 14	8,322	-14.86%
Actual for FY 15	15,784	89.42%
Actual for FY 16	11,540	-26.80% Some expenses were moved to 6822 in FY 17
Actual for FY 17	6,831	-40.80%
Actual for FY 18	8,807	25.99%
Actual for FY 19	8,167	-5.10%
Actual for FY 20	9,250	13.26%
Actual for FY 21	8,516	-7.93%
Actual for FY 22	12,309	44.54%
Budget for FY 23	8,500	-30.94%
Plan for FY 24	9,900	16.47%

Budget for FY 24	9,900
Batteries, cleaning supplies, toiletries, kitchen supplies	
Fire rehab supplies (water, ice, gatorade)	
Light bulbs, lighting supplies	
Fire investigation supplies	
Incidental supplies, meetings, equipment	
Food for meetings, training, fires, cakes for ceremonies	

Line # 01-5-220-7900 Miscellaneous Expense

Actual for FY 08	4,969	
Actual for FY 09	906	
Actual for FY 10	0	
Actual for FY 11	0	
Actual for FY 12	782	
Actual for FY 13	501	-35.91%
Actual for FY 14	21	-95.81%
Actual for FY 15	615	2827.76%
Actual for FY 16	996	62.06%
Actual for FY 17	1,296	30.11%
Actual for FY 18	589	-54.58%
Actual for FY 19	557	-5.41%
Actual for FY 20	653	17.33%
Actual for FY 21	572	-12.48%
Actual for FY 22	900	57.34%
Budget for FY 23	750	-16.67%
Plan for FY 24	0	-100.00%

Budget for FY 24	0
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Line # 01-5-220-8200 Equipment

Actual for FY 08	53,340	
Actual for FY 09	67,661	26.85%
Actual for FY 10	24,970	-63.10%
Actual for FY 11	27,300	9.33%
Actual for FY 12	18,091	-33.73%
Actual for FY 13	31,247	72.72%
Actual for FY 14	33,369	6.79%
Actual for FY 15	58,553	75.47%
Actual for FY 16	38,869	-33.62%
Actual for FY 17	53,633	37.98%
Actual for FY 18	42,800	-20.20%
Actual for FY 19	30,052	-29.78%
Actual for FY 20	25,896	-13.83%
Actual for FY 21	36,539	41.10%
Actual for FY 22	21,074	-42.32%
Budget for FY 23	20,000	-5.10%
Plan for FY 24	28,487	42.44%

Budget for FY 24	28,487
PPE (coats, pants, gloves, helmets)	
Additional SCBA equipment	
Shared equipment cost with 2% fund	
Fire hose replacement	
Tactical medic equipment (TEMS)	

**5 Year Capital Expenses (Vehicles, Equipment, Technology Needs)
Fiscal Years 2024 to 2028**

Department: Fire

Category	Brief Description	Estimated Cost	Fiscal Year Purchased
Vehicles:	1 Fire engine payment 1 of 6	67,021.91	2024
	2 Fire engine payment 2 of 6	67,021.91	2025
	3 Fire engine payment 3 of 6	67,021.91	2026
	4 Fire engine payment 4 of 6	67,021.91	2027
	5 Fire engine payment 5 of 6	67,021.91	2028
Equipment:	1 Portable Radios (if grant received; if not, then the cost is \$7,000)	\$15,531	2024
	2		
	3		
Technology Needs:	1		
	2		
	3		
Infrastructure Needs:	1 Station 2 drain repair	\$31,715	2024
	2 Station 2 apron repair	\$55,715	2024
	3 Station 1 apron repair	\$44,322	2025
	4 Station 2 floor resurface	\$12,000	2025
	5 Station 1 sill repair	\$21,000	2026

Police Department Expenditures

		Actual FY14	Actual FY15	Actual FY16	Actual FY17	Actual FY18	Actual FY19	Actual FY 20	Actual FY 21	Actual FY 22	Budget FY 23	Plan FY 24
Salaries	01-5-210-5010	3,053,558	3,182,988	3,192,442	3,236,498	3,356,982	3,482,997	3,586,222	3,635,227	3,711,944	4,112,439	4,219,697
Overtime	01-5-210-5040	372,557	351,321	359,987	410,571	315,416	257,388	297,036	192,064	255,649	350,000	365,650
Police Pension	01-5-210-5122	799,730	947,866	1,015,437	1,026,333	1,087,715	1,184,098	1,237,251	1,393,328	1,478,417	1,446,926	1,572,765
Health Insurance	01-5-210-5130	595,415	637,215	686,280	733,616	832,854	859,401	877,432	873,594	861,826	1,094,763	1,099,983
Dental Insurance	01-5-210-5131	36,090	37,164	33,216	40,544	54,588	61,897	38,817	50,553	53,575	51,735	52,000
Unemployment Comp	01-5-210-5136	4,990	8,781	0	11,771	10,392	0	0	0	0	0	0
Uniform Allowance	01-5-210-5140	62,699	60,189	61,488	64,296	67,481	64,458	80,002	74,285	81,043	85,663	101,342
Training	01-5-210-5152	54,268	63,139	62,529	79,509	58,459	48,636	45,403	28,138	50,940	88,780	132,780
Total Personnel & Benefit Expense		4,979,307	5,288,662	5,411,378	5,603,139	5,783,887	5,958,875	6,162,162	6,247,189	6,493,394	7,230,306	7,544,217
Repair/Maint. Equip.	01-5-210-6020	0	0	12,274	8,343	9,974	19,007	22,274	20,244	18,757	30,375	31,510
Repair/Maint. Vehicles	01-5-210-6030	94,540	96,050	93,748	64,833	77,071	73,869	78,451	49,642	97,529	99,800	89,850
Telephone/Utilities	01-5-210-6200	41,613	37,113	41,831	42,941	41,676	44,988	41,056	41,760	40,310	46,000	51,000
Physical Exams	01-5-210-6810	210	240	-	210	0	0	760	1,998	0	11,840	11,840
Community Policing	01-5-210-6816	6,536	7,174	7,635	7,991	7,830	6,892	4,795	4,584	3,224	10,000	10,000
K-9 Program Exp	01-5-210-6818	3,907	2,979	3,451	3,301	15,594	3,707	7,769	9,409	23,207	7,266	7,698
Sex Offender Disburser	01-5-210-6835	0	0	0	2,080	2,985	2,955	2,860	2,150	1,820	3,600	3,600
Total Contractual Expense		146,806	143,556	158,940	129,699	155,130	151,418	157,966	218,015	184,847	208,881	205,498
Office Supplies	01-5-210-7020	8,882	9,480	9,515	6,472	6,410	5,952	4,978	7,637	8,524	8,550	8,550
Gas & Oil	01-5-210-7030	114,642	139,668	77,836	70,384	99,686	91,331	86,586	68,280	82,991	126,000	127,000
Operating Supplies	01-5-210-7040	26,400	29,838	31,778	36,698	24,661	27,198	32,063	7,565	23,545	52,025	46,025
Miscellaneous Exp	01-5-210-7900	31,783	33,563	37,200	37,101	35,483	12,407	17,541	7,233	22,780	30,800	18,700
DigiTicket Supplies	01-5-210-7902	0	0	0	0	0	0	0	0	10,000	3,000	3,000
Total Supplies Expense		181,708	212,550	156,328	150,656	166,239	136,888	141,168	198,075	147,840	220,375	203,275
Equipment	01-5-210-8200	35,386	19,499	34,754	45,298	39,105	45,757	51,244	17,269	154,435	66,400	45,320
Vehicles	01-5-210-8300	0	0	0	0	0	0	0	0	41,063	0	0
TOTAL POLICE DEPARTMENT		5,343,208	5,664,268	5,761,400	5,928,791	6,144,361	6,292,938	6,512,541	6,680,548	7,021,579	7,725,962	7,998,310
% of change		1.56%	6.01%	1.71%	2.91%	3.64%	2.42%	10.32%	4.07%	3.29%	3.11%	3.53%

Line # 01-5-210-5010

Salary - Regular - FT

Actual for FY 08	2,534,582	
Actual for FY 09	2,808,913	10.82%
Actual for FY 10	2,807,969	-0.03%
Actual for FY 11	2,167,680	-22.80%
Actual for FY 12	2,779,119	28.21%
Actual for FY 13	2,942,805	5.89%
Actual for FY 14	3,053,558	3.76%
Actual for FY 15	3,182,988	4.24%
Actual for FY 16	3,192,442	0.30%
Actual for FY 17	3,236,498	1.38%
Actual for FY 18	3,356,982	3.72%
Actual for FY 19	3,482,997	3.75%
Actual for FY 20	3,586,222	2.96%
Actual for FY 21	3,635,227	1.37%
Actual for FY 22	3,711,944	2.11%
Budget for FY 23	4,112,439	10.79%
Plan for FY 24	4,219,697	13.68%

Budget for FY 24	4,219,697	
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Line # 01-5-210-5040

Overtime

Actual for FY 08	276,106	
Actual for FY 09	324,191	17.42%
Actual for FY 10	306,752	-5.38%
Actual for FY 11	330,891	7.87%
Actual for FY 12	318,230	-3.83%
Actual for FY 13	310,526	-2.42%
Actual for FY 14	372,557	19.98%
Actual for FY 15	351,321	-5.70%
Actual for FY 16	359,987	2.47%
Actual for FY 17	410,571	14.05%
Actual for FY 18	315,416	-23.18%
Actual for FY 19	257,388	-18.40%
Actual for FY 20	297,036	15.40%
Actual for FY 21	192,064	-35.34%
Actual for FY 22	255,649	33.11%
Budget for FY 23	350,000	36.91%
Plan for FY 24	365,650	43.03% Includes \$15,000 for mandated SAFE-T Act training

Budget for FY 24	365,650
Call outs/surveillance details	
Holdovers	
Shift coverage	
Court	
Drug investigations	
IMPACT (Formerly Gang Intervention Unit)	
* DEA (OCDEF reimbursable)	
NIATTF	
K-9 training/call outs	
Staff and community meetings	
Training	
SWAT call outs	
Special Events: (Heritage Days, Parades, Pioneer Days, NNO, Police Week, Hometown Christmas, Trunk or Treat, Hispanic Festival, Buchanan Strolls)	
* IDOT image grant (100% reimbursable)	
* ILEAS details (90% reimbursable)	
* District 100 (reimbursable @ \$55/hr)	
SAFE-T Act mandated training	
* Reimbursable	
The revenue from the reimbursements is under Police 4150 Grants or 4900 Misc.	

Line # 01-5-210-5122

Police Pension

Actual for FY 08	288,029	
Actual for FY 09	309,288	
Actual for FY 10	345,403	11.68%
Actual for FY 11	361,055	4.53%
Actual for FY 12	821,430	127.51%
Actual for FY 13	820,789	-0.08%
Actual for FY 14	799,730	-2.57%
Actual for FY 15	947,866	18.52%
Actual for FY 16	1,015,437	7.13%
Actual for FY 17	1,026,333	1.07%
Actual for FY 18	1,087,715	5.98%
Actual for FY 19	1,184,098	8.86%
Actual for FY 20	1,237,251	4.49%
Actual for FY 21	1,393,328	12.81%
Actual for FY 22	1,478,417	6.11%
Budget for FY 23	1,446,926	-2.13%
Plan for FY 24	1,572,765	8.70%

Budget for FY 24 1,572,765

Per the contribution approved by City Council. 1,572,765

*The total amount paid to Police Pension = \$1,639,633. The remaining balance is paid from the Replacement Tax (\$66,868).

Line # 01-5-210-5130

Health Insurance

Actual for FY 08	0	
Actual for FY 09	0	
Actual for FY 10	0	
Actual for FY 11	0	
Actual for FY 12	552,877	
Actual for FY 13	592,108	7.11%
Actual for FY 14	595,415	0.55%
Actual for FY 15	637,215	7.02%
Actual for FY 16	686,280	7.70%
Actual for FY 17	733,616	6.90%
Actual for FY 18	832,854	13.53%
Actual for FY 19	859,401	3.19%
Actual for FY 20	877,432	2.10%
Actual for FY 21	873,594	-0.44%
Actual for FY 22	861,826	-1.35%
Budget for FY 23	1,094,763	25.32%
Plan for FY 24	1,099,983	0.48%

Budget for FY 24	1,099,983
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Line # 01-5-210-5131

Dental Claims

Actual for FY 08	0	
Actual for FY 09	0	
Actual for FY 10	0	
Actual for FY 11	0	
Actual for FY 12	33,661	
Actual for FY 13	31,447	-6.58%
Actual for FY 14	36,090	14.76%
Actual for FY 15	37,164	2.98%
Actual for FY 16	33,218	-10.82%
Actual for FY 17	40,544	22.06%
Actual for FY 18	54,588	34.64%
Actual for FY 19	61,897	13.39%
Actual for FY 20	38,817	-37.29%
Actual for FY 21	50,553	30.23%
Actual for FY 22	53,575	5.98%
Budget for FY 23	51,735	-3.43%
Plan for FY 24	52,000	-2.94%

Budget for FY 24	52,000
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Line # 01-5-210-5140

Uniform Allowance

Actual for FY 08	49,385	
Actual for FY 09	51,172	3.62%
Actual for FY 10	56,192	9.81%
Actual for FY 11	36,019	-35.90%
Actual for FY 12	47,197	31.03%
Actual for FY 13	58,293	23.51%
Actual for FY 14	62,699	7.56%
Actual for FY 15	60,189	-4.00%
Actual for FY 16	61,488	2.16%
Actual for FY 17	64,296	4.57%
Actual for FY 18	67,481	4.95%
Actual for FY 19	64,458	-4.48%
Actual for FY 20	80,002	24.11%
Actual for FY 21	74,285	-7.15%
Actual for FY 22	81,043	9.10%
Budget for FY 23	85,663	5.70%
Plan for FY 24	101,342	25.05% Includes the hiring of 5 new officers

Budget for FY 24	-
35 Officers	
6 Sergeants, Chief and 2 DC's	
3 Administrative Assistants	
Badges, flags, name bars, tie bars, collar brass	
Damaged uniform replacements	
Explorer Post	
Mobile Field Force	
Plus:	
Vest Replacement Program	
Prescription Safety Glasses	
Traffic Safety Vests	

Line # 01-5-210-5152 Training

Actual for FY 08	70,987	
Actual for FY 09	62,190	-12.39%
Actual for FY 10	30,792	-50.49%
Actual for FY 11	30,430	-1.18%
Actual for FY 12	31,256	2.71%
Actual for FY 13	61,338	96.24%
Actual for FY 14	54,268	-11.53%
Actual for FY 15	63,139	16.35%
Actual for FY 16	62,529	-0.97%
Actual for FY 17	79,509	27.16%
Actual for FY 18	58,459	-26.48%
Actual for FY 19	48,636	-16.80%
Actual for FY 20	45,403	-6.65%
Actual for FY 21	28,138	-38.03%
Actual for FY 22	50,940	81.04%
Budget for FY 23	88,780	74.28%
Plan for FY 24	132,780	160.66% Includes the hiring of 5 new officers

Budget for FY 24	132,780
Travel, accommodations and tuition	
Assessments	
Range development (reimbursed through revenue from rental of range)	
PoliceOne Academy	
Training of new officers	

Line # 01-5-210-6020 Repairs and Maintenance - Equipment

Actual for FY 09	-	
Actual for FY 10	-	
Actual for FY 11	-	
Actual for FY 12	-	
Actual for FY 13	-	
Actual for FY 14	-	Expenses that are not vehicle related have been moved from
Actual for FY 15	-	line item 6030 to this line item effective FY 16.
Actual for FY 16	12,274	
Actual for FY 17	8,343	-32.03%
Actual for FY 18	9,974	19.55%
Actual for FY 19	19,007	90.57%
Actual for FY 20	22,274	17.19%
Actual for FY 21	20,244	-9.11%
Actual for FY 22	18,757	-7.35%
Budget for FY 23	30,375	61.94%
Plan for FY 24	31,510	3.74%

Budget for FY 24	31,510
Contractual Services:	
Photo processing	
Lexis Nexis (formerly Accurint)	
Community Building rental	
Notary service	
Live scan maintenance	
ADT @ 331 E. Menomonie storage	
Critical reach service	
Taser maintenance	
XRY data retrieval services	
BelviderePolice.Com fees	
Photo line-up software maintenance/elineup	
Lab testing	
Range- ComEd	
Range- Waste Management	
Range- United Sanitation	
Gang data base maintenance	
Cell phone tower dumps/searches	
GFC printer maintenance	
Range- vegetation control and mowing	

Line # 01-5-210-6030

Repairs and Maintenance - Vehicles

Actual for FY 08	109,984		
Actual for FY 09	163,099	48.29%	
Actual for FY 10	115,564	-29.14%	
Actual for FY 11	126,851	9.77%	
Actual for FY 12	111,418	-12.17%	In FY 16 some expenses moved to
Actual for FY 13	108,709	-2.43%	6020- Repairs and Maintenance Equipment
Actual for FY 14	94,540	-13.03%	
Actual for FY 15	96,050	1.60%	
Actual for FY 16	93,748	-2.40%	
Actual for FY 17	84,833	-30.84%	
Actual for FY 18	77,071	18.88%	
Actual for FY 19	73,869	-4.15%	
Actual for FY 20	78,451	6.20%	
Actual for FY 21	49,642	-36.72%	
Actual for FY 22	97,529	96.46%	
Budget for FY 23	99,800	2.33%	
Plan for FY 24	89,850	-7.87%	

Budget for FY 24	89,850
Contracted Services:	
Fire ext. recharges	
Lock repair	
Bicycle tune-up/repairs	
Radar calibrations	
LESO state surplus program fee	
Non-warranty equipment repair	
BEAST evidence system maintenance	
IACPNET service fee	
Bloodhound GPS tracking service	
Squad car maintenance	
Squad car computer maintenance	

Line # 01-5-210-5200

Telephone / Utilities

Actual for FY 08	17,635	
Actual for FY 09	18,149	2.91%
Actual for FY 10	16,931	-6.71%
Actual for FY 11	16,446	-2.86%
Actual for FY 12	16,988	3.28%
Actual for FY 13	37,414	120.27%
Actual for FY 14	41,813	11.22%
Actual for FY 15	37,113	-10.82%
Actual for FY 16	41,831	12.71%
Actual for FY 17	42,941	2.65%
Actual for FY 18	41,678	-2.95%
Actual for FY 19	44,988	7.95%
Actual for FY 20	41,056	-8.74%
Actual for FY 21	41,760	1.71%
Actual for FY 22	40,310	-3.47%
Budget for FY 23	46,000	14.12%
Plan for FY 24	51,000	10.87%

Budget for FY 24	51,000
Verizon	
Local service	
Repair/reprogramming charges	
Star Com 21 service	
Base station for portable radios	

Line # 01-5-210-6810

Physical Exams

Actual for FY 08	150	
Actual for FY 09	320	113.33%
Actual for FY 10	480	50.00%
Actual for FY 11	175	-83.54%
Actual for FY 12	260	48.57%
Actual for FY 13	220	-15.38%
Actual for FY 14	210	-4.55%
Actual for FY 15	240	14.29%
Actual for FY 16	0	-100.00%
Actual for FY 17	210	0.00%
Actual for FY 18	0	-100.00%
Actual for FY 19	0	0.00%
Actual for FY 20	760	0.00%
Actual for FY 21	1,998	162.89%
Actual for FY 22	-	-100.00%
Budget for FY 23	11,840	#DIV/0!
Plan for FY 24	11,840	0.00%

Budget for FY 24	11,840
Physicals	
Lab work	
Flu shots	
Wellness checks	
PSA tests	
TB skin tests	

Line # 01-5-210-8816 Community Policing

Actual for FY 08	8,967	
Actual for FY 09	11,520	28.47%
Actual for FY 10	9,880	-14.24%
Actual for FY 11	10,859	9.91%
Actual for FY 12	8,179	-24.68%
Actual for FY 13	7,852	-4.00%
Actual for FY 14	8,536	-16.75%
Actual for FY 15	7,174	9.75%
Actual for FY 16	7,635	0.00%
Actual for FY 17	7,991	4.66%
Actual for FY 18	7,830	0.00%
Actual for FY 19	6,892	0.00%
Actual for FY 20	4,795	-30.42%
Actual for FY 21	4,584	-4.41%
Actual for FY 22	3,224	-29.67%
Budget for FY 23	10,000	210.17%
Plan for FY 24	10,000	0.00%

Budget for FY 24	10,000
Citizen Police Academy	
Community policing equipment and supplies	
Crossing guard picnic	
Brochures/Pamphlets/Booklets	
VIP (Volunteers in Policing)	

Line # 01-5-210-6818

K-9 Program Expenses

Actual for FY 08	1,330	
Actual for FY 09	4,620	247.37%
Actual for FY 10	3,006	-34.94%
Actual for FY 11	2,221	-26.11%
Actual for FY 12	4,046	82.17%
Actual for FY 13	3,047	-24.69%
Actual for FY 14	3,907	28.21%
Actual for FY 15	2,979	-23.74%
Actual for FY 16	3,451	15.84%
Actual for FY 17	3,301	-4.34%
Actual for FY 18	15,594	372.35%
Actual for FY 19	3,707	-76.23%
Actual for FY 20	7,769	109.60%
Actual for FY 21	9,409	21.10%
Actual for FY 22	23,207	146.65%
Budget for FY 23	7,266	-68.69%
Plan for FY 24	7,698	5.95%

Budget for FY 24	7,698
Dog food	
Equipment	
Veterinarian care	
Kennel and boarding	
K9 Tracker account access	

Line # 01-5-210-6835

Sex Offender State Disbursements

Actual for FY 11	0	
Actual for FY 12	0	
Actual for FY 13	0	
Actual for FY 14	0	
Actual for FY 15	0	
Actual for FY 16	0	
Actual for FY 17	2,080	
Actual for FY 18	2,985	43.51%
Actual for FY 19	2,955	-1.01%
Actual for FY 20	2,860	-3.21%
Actual for FY 21	2,150	-24.83%
Actual for FY 22	1,820	-15.35%
Budget for FY 23	3,600	97.80%
Plan for FY 24	3,600	0.00%

Budget for FY 24	3,600
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Implemented in September 2016. State agencies receive a portion of the \$100 sex offender registration fee.
\$5,00 - State Treasurer
\$30,00- State Police
\$30,00- Attorney General

Line # 01-5-210-7020 Office Supplies

Actual for FY 08	6,429	
Actual for FY 09	5,905	-8.15%
Actual for FY 10	4,811	-21.91%
Actual for FY 11	5,213	13.08%
Actual for FY 12	5,276	1.21%
Actual for FY 13	9,424	78.62%
Actual for FY 14	8,882	-5.74%
Actual for FY 15	9,480	6.73%
Actual for FY 16	9,515	0.36%
Actual for FY 17	6,472	-31.97%
Actual for FY 18	6,410	-0.97%
Actual for FY 19	5,952	-7.14%
Actual for FY 20	4,978	-16.36%
Actual for FY 21	7,637	53.42%
Actual for FY 22	8,524	11.61%
Budget for FY 23	8,550	0.31%
Plan for FY 24	8,550	0.00%

Budget for FY 24	8,550
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Line # 01-5-210-7030

Gas and Oil

Actual for FY 08	128,122	
Actual for FY 09	117,534	-8.26%
Actual for FY 10	99,947	-14.96%
Actual for FY 11	108,060	8.12%
Actual for FY 12	136,851	26.64%
Actual for FY 13	133,202	-2.67%
Actual for FY 14	114,642	-13.93%
Actual for FY 15	139,668	21.83%
Actual for FY 16	77,836	-44.27%
Actual for FY 17	70,384	-9.57%
Actual for FY 18	99,686	41.63%
Actual for FY 19	91,331	-8.38%
Actual for FY 20	86,586	-5.20%
Actual for FY 21	68,280	-21.14%
Actual for FY 22	82,991	21.55%
Budget for FY 23	126,000	51.82%
Plan for FY 24	127,000	0.79%

Budget for FY 24	127,000
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Line # 01-5-210-7040 Operating Supplies

Actual for FY 08	25,189	
Actual for FY 09	24,066	-4.46%
Actual for FY 10	28,899	20.08%
Actual for FY 11	21,969	-23.98%
Actual for FY 12	24,901	13.35%
Actual for FY 13	22,087	-11.30%
Actual for FY 14	26,400	19.53%
Actual for FY 15	29,838	13.02%
Actual for FY 16	31,778	6.50%
Actual for FY 17	36,698	15.48%
Actual for FY 18	24,661	-32.80%
Actual for FY 19	27,198	10.29%
Actual for FY 20	32,063	17.89%
Actual for FY 21	7,565	-76.41%
Actual for FY 22	23,545	211.24%
Budget for FY 23	52,025	120.96%
Plan for FY 24	46,025	-11.53%

Budget for FY 24	46,025
Equipment Support:	
Disposable masks	
BIO protection kits	
Batteries for portables	
Gloves	
Targets/Gun cleaning supplies	
Batteries (Mag lites, recorders, shields)	
Evidence tape	
Traffic hazard Lighting	
Range supplies	
Drug field test kits	
Bulbs (flashlight/map lights)	
Computer supplies	
Keys	
Graffiti removal and paint	
AED battery packs	
First aid kit supplies	
Equipment bags for squads	
Blood/Urine specimen collection kits	
Digital media storage	
Accident reconstruction kit supplies	
Command post supplies	
Disinfectant and hand sanitizer	
Ear protection	
Magnetic dry erase board with magnets	
Car washes (Ultimate Car Wash)	
Full details	
Coupons-D Bar S	
Weapon repair kits for AR15's and Glocks	
Ammunition:	
Duty (.45, .223, .308, 12 ga.)	
Less than lethal	
Chemical Munitions	

Line # 01-5-210-7900

Miscellaneous Expense

Actual for FY 08	42,098	
Actual for FY 09	33,396	-20.67%
Actual for FY 10	53,663	60.69%
Actual for FY 11	23,107	-56.94%
Actual for FY 12	42,184	82.56%
Actual for FY 13	29,458	-30.17%
Actual for FY 14	31,783	7.89%
Actual for FY 15	33,563	5.60%
Actual for FY 16	37,200	10.83%
Actual for FY 17	37,101	-0.26%
Actual for FY 18	35,483	-4.36%
Actual for FY 19	12,407	-65.04%
Actual for FY 20	17,541	41.39%
Actual for FY 21	7,233	-58.77%
Actual for FY 22	22,780	214.95%
Budget for FY 23	30,800	35.21%
Plan for FY 24	18,700	-39.29%

Budget for FY 24	18,700
Auction	
Advertisements	
Postage	
Printing	
Dues	
Publicatlons	
Water	
General supplies	
Drug operations	
Lunch meetings/food	
Travel charges	
Interpreter service	

Line # 01-5-210-8200 Equipment

Actual for FY 08	48,037	
Actual for FY 09	60,217	25.36%
Actual for FY 10	45,632	-24.22%
Actual for FY 11	15,844	-85.28%
Actual for FY 12	12,886	-18.67%
Actual for FY 13	54,021	319.22%
Actual for FY 14	35,386	-34.50%
Actual for FY 15	19,499	-44.90%
Actual for FY 16	34,754	78.23%
Actual for FY 17	45,298	30.34%
Actual for FY 18	39,105	-13.67%
Actual for FY 19	45,757	17.01%
Actual for FY 20	51,244	11.99%
Actual for FY 21	17,269	-66.30%
Actual for FY 22	154,435	794.29%
Budget for FY 23	66,400	-57.00%
Plan for FY 24	45,320	-31.75%

Budget for FY 24	45,320
Investigations:	
	Breathalyzer
	Digital camera
	Tripod with horizontal arm
	SD cards
	Flash attachments
	Carrying cases
	Barrier system
	Computer replacement/software
	Squad security drawers
Patrol:	Radio mic replacements
	AR15 gun cases
	Locking rifle mounts
	Replacement cameras
	Replacement Mag lights
	Computer replacement/software
	Cell phone replacements
	Police bicycle equipment
	Spit hoods for patrol cars
	Computer and monitor for Sergeant's office
	Digital voice recorders
	Department issued firearms replacements
	I-pad and tablet
	Hard armor
	AR15 flashlights
	AR mags
	Radar units
	Motorola Starcom radios
	PPE gloves and boots
SWAT:	Equipment/weapons repairs
	Batteries/bulbs/cleaning supplies
	Tactical vest
	Rifle rated shield
	Electronic headsets
	Electronic mics
	Glock simunition supplies
	M16 simunition bolts
	Lock picking sets
	223 magazines
	AR15 short rifle barrels
	Hard armor trauma plates
	Gas masks
	Gas mask fit test equipment
	3 night vision monoculars, adapters, and mounts
	Monocular adapter
	Push-to-Talk radios
Sniper:	Bipods
	Range finder
	Scope with rings
Crime Scene Equipment:	
	Scales, UV lights, camera lenses, fingerprint supplies, etc.
Admin:	Printer
	Computer replacement/software
Furniture:	Chairs for patrol
	Chairs for administration
	Chairs for investigations

Line # 01-5-210-7902 DigITicket Supplies

Actual for FY 22	10,000	
Budget for FY 23	3,000	-70.00%
Plan for FY 24	3,000	0.00%

Budget for FY 24	3,000	
eCitation software and supplies - mandated by the State		

**5 Year Capital Expenses (Vehicles, Equipment, Technology Needs)
Fiscal Years 2024 to 2028**

Department: Police

Category	Brief Description	Estimated Cost	Fiscal Year Purchased
Vehicles:	1 4 Durangos and Equipment	\$275,000	2024
	2 4 Durangos and Equipment	\$275,000	2025
	3 4 Durangos and Equipment	\$275,000	2026
	4 4 Durangos and Equipment	\$275,000	2027
	5	*Pricing includes warranty costs	
Equipment:	1 10 Motorola Portable Radios	\$73,000	
	2		
	3		
Technology Needs:	1		
	2		
	3		
Infrastructure Needs:	1 Patrol Remodel (Impact Fees)	\$20,000	2024
	2		
	3		

Memo

To: Mayor and City Council
From: Mike Drella
cc:
Date: January 13, 2023
Re: Liquor License Renewal

In an attempt to streamline liquor license renewal procedures, we are proposing the attached amendments. They do not substantively change any regulations.

ORDINANCE #
AN ORDINANCE AMENDING SECTION 10-80
RENEWAL OF LICENSE OF THE
CITY OF BELVIDERE MUNICIPAL CODE

NOW, THEREFORE, be it ordained by the City Council of the City of Belvidere, Boone County, Illinois, as follows:

Section 1: Section 10-80 of the City of Belvidere Municipal Code is amended to read as set forth in the attached Exhibit A which is incorporated herein by this reference.

Section 2: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

Section 3: This Ordinance shall be in full force and effect from and after its passage and publication in pamphlet form as required by law.

Ayes: .
Nays: .
Absent: .

Approved:

Clinton Morris, Mayor

Attest:

Sarah Turnipseed, City Clerk

Passed:
Approved:
Published:

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Sec. 10-80. Renewal of license.

- (a) Any licensee seeking renewal of his liquor license shall make application to the liquor control commissioner upon forms provided by the City Clerk. ~~and shall provide the same information and documentation under oath as required for original applications.~~ The liquor control commissioner, in his sole discretion, may waive the requirement for any item or document if he believes such requirement is unnecessary in determining qualifications of the licensee or premises. He may also, in his sole discretion, accept an affidavit in lieu of documentation.
- (b) Completed applications for renewal of license shall be submitted to the liquor control commissioner on or before ~~April 1~~ March 15 of each year. Failure to submit a completed application for renewal (including all required documentation) prior to April 1 shall constitute grounds for delay of renewal of the license and an additional 50 percent shall be added to the annual renewal fee. Failure to submit a completed application for renewal before May 1 may be treated by the liquor control commissioner as the forfeiture of the license and as the submission of an original license application by a non-licensee.

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RESOLUTION #2023-2

**RELEASE OF CERTAIN EXECUTIVE
SESSION MINUTES PURSUANT TO 5 ILCS 120/1 Et. Seq.**

WHEREAS, the Corporate Authorities of the City of Belvidere have met, from time to time, in executive session for purposes authorized by the Illinois Open Meetings Act (5 ILCS 120/1 et seq.) (Hereinafter the Act); and

WHEREAS, pursuant to the Act, the Mayor and City Council have met in closed session to review the minutes of all closed sessions to determine if it is necessary to protect the public interest, or the privacy of any individual, by keeping said minutes confidential; and

WHEREAS, the Mayor and City Council determined that a need for confidentiality still exists as to the executive session minutes identified on the attached Schedule A; and

WHEREAS, the Mayor and City Council determined that the minutes of the meetings listed on the attached Schedule B no longer require confidential treatment and should be made available for public inspection.

IT IS THEREFORE RESOLVED BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF BELVIDERE AS FOLLOWS:

Section 1: The Executive Session minutes from those meetings set forth on Schedule B, attached hereto and incorporated herein are hereby released. The City Clerk is hereby authorized to make said minutes available for public inspection and copying in accordance with the standing procedures of the office of the City Clerk.

Section 2: The City Clerk is also authorized and directed to destroy the verbatim record, if any, of the executive sessions identified in Schedule B for destruction, but only in compliance with Section 2.06 of the Open Meetings Act (5 ILCS 120/2.06).

Ayes:
Nays:
Absent:

Date Approved:

By: _____
Mayor

Attest: _____
City Clerk

SCHEDULE A

October 19, 2020
October 26, 2020
August 3, 2020
August 2, 2021
January 24, 2022
May 16, 2022
September 6, 2022

SCHEDULE B

October 11, 2021
January 10, 2022
May 2, 2022
June 6, 2022
August 15, 2022
August 8, 2022
August 1, 2022
September 19, 2022
October 17, 2022
November 14, 2022