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**THE CITY OF BLUE ISLAND  
COOK COUNTY, ILLINOIS**

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**RESOLUTION  
NUMBER 2017-008**

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**A RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT  
WITH WERMER, ROGERS, DORAN & RUZON, LLC FOR  
FINANCIAL CONSULTING SERVICES FOR THE CITY OF BLUE  
ISLAND.**

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**DOMINGO F. VARGAS, Mayor  
Randy Heuser, City Clerk**

<b>1st Ward</b>	<b>TOM HAWLEY</b>	<b>GEORGE POULOS</b>
<b>2nd Ward</b>	<b>LETICIA VIEYRA</b>	<b>FRED BILOTTO</b>
<b>3rd Ward</b>	<b>NANCY RITA</b>	<b>KEVIN DONAHUE</b>
<b>4th Ward</b>	<b>CANDACE CARR</b>	<b>ALECIA SLATTERY</b>
<b>5th Ward</b>	<b>JANICE OSTLING</b>	<b>KENNETH PITTMAN</b>
<b>6th Ward</b>	<b>DEXTER JOHNSON</b>	<b>JAIRO FRAUSTO</b>
<b>7th Ward</b>	<b>NANCY THOMPSON</b>	<b>JAMES JOHANSON</b>

**Aldermen**

**RESOLUTION NO. 2017-008**

**A RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT WITH WERMER, ROGERS, DORAN & RUZON, LLC FOR FINANCIAL CONSULTING SERVICES FOR THE CITY OF BLUE ISLAND**

Whereas, the City of Blue Island has the authority to contract and be contracted with pursuant to 65 ILCS 5/2-2-12;

Whereas, the city plans to enter into an agreement with Wermer, Rogers, Doran & Ruzon, LLC (“WRDR”) for financial consulting services for the City of Blue Island;

Whereas, the appropriate city officials have considered and reviewed the agreement attached as Exhibit A and find the same to be in the best interests of the City;

NOW AND THEREFORE, BE IT RESOLVED by the City Council of the City of Blue Island, Cook County, Illinois, as follows:

**SECTION 1: AGREEMENT FORM AND TERMS AUTHORIZED**

The terms and conditions as shown in the Agreement attached as Exhibit A to this Resolution are hereby approved.

**SECTION 2: AUTHORIZATION OF AGENT TO EXECUTE AND ACT IN ACCORDANCE WITH AGREEMENT**

The City Council further authorizes the Mayor or his designee to execute any and all documentation that may be necessary to carry out the intent of this Resolution. The officers, employees, and/or agents of the City shall take all action necessary or reasonably required by the City to carry out, give effect to, and consummate the intent of this Resolution.

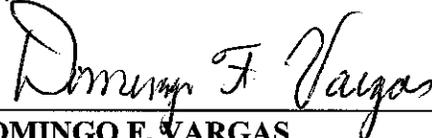
**SECTION 3: EFFECTIVE DATE**

This resolution shall be in full force and effect upon its passage and approval as required by law.

ADOPTED this 14th day of February, 2017, pursuant to a roll call vote as follows:

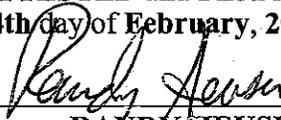
	YES	NO	ABSENT	PRESENT	ABSTAIN
Alderman Hawley	X				
Alderman Poulos	X				
Alderman Vieyra			X		
Alderman Bilotto	X				
Alderman Rita			X		
Alderman Donahue	X				
Alderman Carr	X				
Alderman Slattery	X				
Alderman Ostling	X				
Alderman Pittman	X				
Alderman Johnson			X		
Alderman Frausto			X		
Alderman Thompson			X		
Alderman Johanson	X				
Mayor Vargas					
TOTAL	9		5		

APPROVED by the Mayor on February 14, 2017.



DOMINGO F. VARGAS  
MAYOR OF THE CITY OF BLUE ISLAND,  
COUNTY OF COOK AND STATE OF ILLINOIS

ATTESTED and Filed in my office this  
14th day of February, 2017.



RANDY HEUSER  
CITY CLERK



February 2, 2017

To the Honorable Mayor Vargas  
and the City Council  
City of Blue Island

This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services Wermer, Rogers, Doran & Ruzon, LLC (WRDR) will provide the City of Blue Island ("the City" or "you"). We hope to better meet your expectations of service from our firm by clearly identifying the particular services to be provided. Our services will cover the year ending December 31, 2017.

You are responsible for assuming all management responsibilities, and for overseeing any services we provide by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience. In addition, you are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for the results of such services.

None of the services can be relied on to disclose errors, fraud, or illegal acts. However, we will inform you of any material errors and of any evidence or information that comes to our attention during the performance of our procedures that fraud may have occurred. In addition, we will inform you of any evidence or information that comes to our attention during the performance of our procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Our services to the City are expected to include:

- Meet with City finance staff to determine their duties and expectations, and assist the staff as needed.
- Record journal entries to the City's accounting system as needed.
- Review monthly bank reconciliations.
- Review periodic payroll processing.
- Review periodic payables processing.
- Prepare monthly financial reports from the accounting system for management.
- Assist in developing the annual budget and annual tax levy.
- Review reports, such as grant reports, to external recipients.
- Assist in overseeing the annual external audit.
- Assist in reviewing and developing office policies and procedures.
- Perform additional services as requested.

This engagement does not include the preparation of financial statements within the meaning of Statement on Standards for Accounting and Review (SSARS) No. 21 – financial reports will be prepared from the accounting system as part of our accounting services.

David Meyer is the engagement partner and is responsible for supervising the engagement.

Our fees for services will be based on a billing rate \$175 per hour. All invoices are due and payable upon presentation. Amounts not paid within 60 days from the invoice date will be subject to a late payment charge of 1.5% per month (18% per year). If the invoice is not paid within 120 days or alternative payment plan devised, services will be suspended until invoice(s) are paid. If an account is placed in the hands of an attorney or collection agency for collection, you agree to pay legal and/or collection costs plus reasonable attorney fees.

In the event of a dispute related in any way to our services, our firm and you agree to discuss the dispute and, if necessary, to promptly mediate in a good faith effort to resolve the dispute. We will agree on a mediator, but if we cannot, either of us may apply to a court having personal jurisdiction over the parties for appointment of a mediator. We will share the mediator's fees and expenses equally, but otherwise will bear our own attorneys' fees and mediation cost. Participation in such mediation shall be a condition to either of us initiating litigation. In order to allow time for the mediation, any applicable statute of limitations shall be tolled for a period not to exceed 120 days from the date either of us first requests in writing to mediate the dispute. The mediation shall be confidential in all respects, as allowed or required by law, except our final settlement positions at mediation shall be admissible in litigation to determine the prevailing party's identity for awarding attorneys' fees.

We have the right to withdraw from this engagement, in our discretion, if you do not provide us with any information we request in a timely manner, refuse to cooperate with our reasonable requests or misrepresent any facts. Our withdrawal will release us from any obligation to complete our services. Our withdrawal will complete our engagement. You agree to compensate us for our time through the date of our withdrawal.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

*Werner, Rogers, Doran & Ruzon, LLC*

WERMER, ROGERS, DORAN & RUZON, LLC  
Certified Public Accountants

Acknowledged  
City of Blue Island

*Domingo F. Targo*  
\_\_\_\_\_  
Signature

*Mayer*  
\_\_\_\_\_  
Title

*2-14-17*  
\_\_\_\_\_  
Date



**Summary Statement for: Resolution authorizing engagement agreement with  
Wermer, Rogers, Doran, Ruzon for Financial Consulting Services:**

**I. Introduction/Purpose**

With the unexpected departure of Director of Finance and Administration, Matt Anastasia, the City of Blue Island is seeking the professional help of CPA Firm Wermer, Rogers, Doran, Ruzon ("Firm"). With the help of the Finance Department employees, the Firm's services will include:

- assisting finance staff, recording journal entries to the City's accounting system,
- reviewing monthly bank reconciliations,
- reviewing period payroll processing and payables processing,
- preparing monthly financial reports from the accounting system for management,
- assisting in developing the annual budget and annual tax levy,
- reviewing reports, such as grant reports,
- assisting in overseeing the annual external audit,
- assisting in reviewing and developing office policies and procedures.

**II. Discussion/Highlights**

**III. Conclusion/Recommendation**

**Submitted By:**