



City of Galena, Illinois

AGENDA

REGULAR CITY COUNCIL MEETING

MONDAY, APRIL 22, 2013

6:30 P.M. – CITY HALL 312 ½ NORTH MAIN STREET

ITEM	DESCRIPTION
13C-0141.	Call to Order by Presiding Officer
13C-0142.	Roll Call
13C-0143.	Establishment of Quorum
13C-0144.	Pledge of Allegiance
13C-0145.	Reports of Standing Committees
13C-0146.	Citizens Comments <ul style="list-style-type: none"> • Not to exceed 15 minutes as an agenda item • Not more than 3 minutes per speaker • No testimony on zoning items where a public hearing has been conducted

CONSENT AGENDA CA13-08

ITEM	DESCRIPTION	PAGE
13C-0147.	Approval of the Minutes of the April 8, 2013 City Council Meeting	3-8
13C-0148.	Acceptance of March 2013 Financial Report	-
13C-0149.	Approval of Fiscal Year 2013 Utility Write-offs	9-10
13C-0150.	Approval of Staff Recommendations for Proposed Amendment to a Lease between AT&T and the City of Galena for Cellular Antennas on the Dodge Street Water Tower	11-15

UNFINISHED BUSINESS

ITEM	DESCRIPTION	PAGE
13C-0126.	Approval of the Renewal of Tour Service Licenses for the Period May 1, 2013-April 30, 2014	16-18
13C-0132.	Discussion and Possible Action on Lease Agreement with the Galena Area Chamber of Commerce for the Depot	19-23

NEW BUSINESS

ITEM	DESCRIPTION	PAGE
13C-0151.	Presentation of 2013-14 VisitGalena.org Operating Budget	24
13C-0152.	Monthly Report from the Environmental Management Corporation (EMC)	25-31
13C-0153.	Discussion and Possible Action on Approval of a Contract for Grant Park Gazebo Restoration	32
13C-0154.	First Reading of an Ordinance Annexing 33.71 Acres Pursuant to a Petition for Annexation by Owners James Richards, JoAnn Richards, Joseph Borsdorf, Alexander Phillips, and James Sullivan	33-43
13C-0155.	Discussion and Possible Action on a Contract for Auditing Services	44-45
13C-0156.	Discussion and Possible Action on the Fiscal Year 2013-14 Operating Budget	46-54
13C-0157.	Warrants	55-62
13C-0158.	Alderspersons' Comments	
13C-0159.	City Administrator's Report	
13C-0160.	Mayor's Report	
13C-0161.	Adjournment	

CALENDAR INFORMATION

BOARD/COMMITTEE	DATE	TIME	PLACE
Historic Preservation Comm.	Thurs. May 2	6:30 P.M.	City Hall
Zoning Board of Appeals	Wed. May 8	6:30 P.M.	City Hall
City Council	Mon. May 13	6:30 P.M.	City Hall

Posted: Thursday, April 18, 2013 at 4:30 p.m. Posted By:

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 8 APRIL 2013

13C-0117 – CALL TO ORDER

Mayor Terry Renner called the regular meeting to order at 6:30 p.m. in the Board Chambers at 312½ North Main Street on 08 April 2013.

13C-0117 – ROLL CALL

Upon roll call the following members were present: Cording, Fach, Greene, Lincoln, Painter and Renner.

Absent: Murphy

13C-0119 – ESTABLISHMENT OF QUORUM

Mayor Terry Renner announced a quorum of Board members present to conduct City business.

13C-0120 – PLEDGE OF ALLEGIANCE

The Pledge was recited.

13C-0121 - REPORTS OF STANDING COMMITTEES

None.

13C-0122 – PUBLIC COMMENTS

Justice Kelly, 501 Harrison Street – Kelly stated he was opposed to continuing to do administrative wage increases without a wage and salary survey being done. He advised there are students at the University of Wisconsin Platteville who would have to ability to do a study.

Rick Pariser, 113 S. High Street – Pariser voiced concern with the renewal of the Trolley licenses. He advised eight years ago operators were restricted to non-diesel vehicles only. He doesn't feel that is the case anymore. He recommended postponing the passage of the licenses until such time as they can indicate they are using non-diesel vehicles.

Motion: Greene moved, seconded by Lincoln, to adjourn as the City Council and reconvene as the Liquor Commission.

Discussion: None

Roll Call: AYES: Fach, Greene, Lincoln, Painter, Cording, Renner
NAYS: None
ABSENT: Murphy

The motion carried.

LIQUOR COMMISSION

13C-0123 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR A CORPORATION MANAGER'S LIQUOR LICENSE BY PATRICIA LYDEN FOR THE EAGLES CLUB, 237 S. MAIN STREET

Motion: Greene moved, seconded by Lincoln, to approve the application for a Corporation Manager's Liquor License by Patricia Lyden for the Eagles Club, 237 S. Main Street.

Discussion: None

Roll Call: AYES: Greene, Lincoln, Painter, Cording, Fach, Renner
NAYS: None
ABSENT: Murphy

The motion carried.

13C-0124 – APPROVAL OF THE RENEWAL OF LIQUOR LICENSES FOR THE PERIOD MAY 1, 2013-APRIL 30, 2014

Motion: Greene moved, seconded by Painter, to approve the renewal of liquor licenses for the period May 1, 2013-April 30, 2014 as presented.

Discussion: None

Roll Call: AYES: Lincoln, Painter, Cording, Fach, Greene, Renner
NAYS: None
ABSENT: Murphy

The motion carried.

Motion: Greene moved, seconded by Painter, to adjourn as the Liquor Commission and reconvene as the City Council.

Discussion: None

Roll Call: AYES: Painter, Cording, Fach, Greene, Lincoln, Renner
NAYS: None
ABSENT: Murphy

The motion carried.

CONSENT AGENDA CA13-07

13C-0125 – APPROVAL OF MINUTES OF THE MARCH 25, 2013 CITY COUNCIL MEETING

13C-0126 – APPROVAL OF THE RENEWAL OF TOUR SERVICE LICENSES FOR THE PERIOD MAY 1, 2013-APRIL 30, 2014

13C-0127 – APPROVAL OF THE RENEWAL OF HORSE AND CARRIAGE TOUR LICENSES FOR THE PERIOD MAY 1, 2013-APRIL 30, 2014

13C-0128 – APPROVAL OF AN AGREEMENT WITH THE GALENA AREA EMERGENCY MEDICAL SERVICES DISTRICT FOR AMBULANCE SERVICE FROM MAY 1, 2013 THROUGH APRIL 30, 2014

13C-0129 – APPROVAL OF PROPOSAL BY FEVER RIVER OUTFITTERS FOR PADDLE BOARD EVENT, AUGUST 10, 2013, IN DEPOT PARK AND THE GALENA RIVER

13C-0130 – APPROVAL OF EMERGENCY REPAIR TO THE SEWER SYSTEM OF THE DEPOT

Motion: Painter moved, seconded by Cording, to approve Consent Agenda CA13-07 as presented with the exception of item 13C-0126.

Discussion: None.

Roll Call: AYES: Lincoln, Painter, Cording, Greene, Renner

NAYS: Fach
ABSENT: Murphy

The motion carried.

13C-0126 – APPROVAL OF THE RENEWAL OF TOUR SERVICE LICENSES FOR THE PERIOD MAY 1, 2013-APRIL 30, 2014

Painter questioned if the operators are restricted to non-diesel vehicles. Moran advised they are restricted. There have been complaints in the past few years. Staff has followed up on any complaints received and found them to be non-diesel vehicles.

Cording recommended conducting a review prior to the next meeting to make sure all operators are in line with the established rules.

Motion: Painter moved, seconded by Cording, to table item 13C-0126 to the next meeting.

NEW BUSINESS

13C-0131 – DISCUSSION AND POSSIBLE ACTION ON THE APPOINTMENT OF A COMMITTEE TO STUDY POSSIBLE IMPROVEMENTS TO TURNER HALL

Motion: Painter moved, seconded by Cording, to approve the appointments of Charles Marsden, Chairperson, Charles Fach, Paul Jackson, Carl Johnson and Pat Smith to the committee to study possible improvements to Turner Hall, 13C-0131.

Discussion: Lincoln questioned if the appointees are up to speed with energy efficiencies, etc. Painter feels there are a lot of resources available for them to look at.

Roll Call: AYES: Greene, Lincoln, Painter, Cording, Renner
NAYS: None
ABSTAIN: Fach
ABSENT: Murphy

The motion carried.

13C-0132 – DISCUSSION AND POSSIBLE ACTION ON LEASE AGREEMENT WITH THE GALENA AREA CHAMBER OF COMMERCE FOR THE DEPOT

Cording questioned if the parking lot was open to the general public. Moran advised no changes were made. The original intent was the parking lot would be for public parking for visitors to the depot building as well as staff members of the Chamber of Commerce and Visitors Center.

Lincoln questioned if the lease provides a timeframe to allow for modifications should the train come from Chicago in 2015. Moran advised the lease provides for a 90 day notice of any changes that may occur. The station will be manned by local personnel which he hopes will work well with the visitor's center. There may be some construction disruption.

Roll Call: AYES: Painter, Cording, Fach, Greene, Lincoln, Renner
NAYS: None
ABSENT: Murphy

The motion carried.

13C-0133 – PRESENTATION OF ANNUAL REPORTS BY THE GALENA FIRE DEPARTMENT

Chief Simmons presented the annual fire reports.

13C-0134 – DISCUSSION AND POSSIBLE ACTION ON REQUEST BY BILL WINSLOW FOR REDUCTION OF THE FEE FOR THE CLASS K LIQUOR LICENSE

Motion: Greene moved, seconded by Fach, to approve the request by Bill Winslow for a reduction of the fee for the Class K Liquor License to \$625.00

Discussion: Council agreed to change the fee of the Class K License from \$1,125 to \$625.

Roll Call: AYES: Painter, Cording, Fach, Greene, Lincoln, Renner
NAYS: None
ABSENT: Murphy

The motion carried

13C-0135 – DISCUSSION AND POSSIBLE ACTION ON THE FISCAL YEAR 2013-14 OPERATING BUDGET

Motion: Painter moved, seconded by Fach, to open discussion on the Fiscal Year 2013-14 Operating Budget.

Discussion: None.

Roll Call: AYES: Painter, Cording, Fach, Greene, Lincoln, Renner
NAYS: None
ABSENT: Murphy

The motion carried

Discussion: Painter recommended that monies received from the new video gaming machines be directed toward improvements of Turner Hall. She feels the revenues will help the committee with their task. Fach agreed.

Renner felt it was a good idea but felt there are other places the funds might be helpful as well. He would prefer to see it spread out a little bit. Painter recommended putting it toward Turner Hall for one year.

Greene stated he would prefer to see a different proposal rather than percentage raises. He is concerned the gaps continue to get wider and wider when doing a percentage raise.

Painter questioned if we have done any studies on wages for municipalities. Moran advised he is not aware of any comprehensive studies. When looking at collective bargaining contracts, comparative studies are done with other municipalities. Moran advised in most recent years non-salaried/non-union employees were given a cents per hour increase.

Painter stated she would also like to look into the possibility of getting new pay and displays in both the Winery and Commerce Street lots. She recommends leaving the Depot Lot as a free lot. The cost for a new installed machine would be approximately \$10,000. Council agreed to look into the cost.

Motion: Painter moved, seconded by Greene, to close discussion on the Fiscal Year 2013-14 Operating Budget.

Discussion: None.

Roll Call: AYES: Cording, Fach, Greene, Lincoln, Painter, Renner
NAYS: None
ABSENT: Murphy

Motion: Lincoln moved, seconded by Greene, to table action on the Fiscal Year 2013-14 Operating Budget.

Discussion: None.

Roll Call: AYES: Fach, Greene, Lincoln, Painter, Cording, Renner
NAYS: None
ABSENT: Murphy

13C-0136 – WARRANTS

Motion: Fach moved, seconded by Cording, to approve the Warrants as presented.

Discussion: None.

Roll Call: AYES: Greene, Lincoln, Painter, Cording, Fach, Renner
NAYS: None
ABSENT: Murphy

The motion carried.

13C-0137 – ALDERPERSONS' COMMENTS

Turner Hall – Fach noted Turner Hall Expenses this month were \$724 for electric and \$1,518 for gas for a total of \$2,242.

Spring Street Guardrail – Fach suggested contacting the state to set up a meeting at the location as he doesn't find the letter convincing at all. Greene agreed saying he feels the only reason they are saying no is because it will all be changed with the Spring Street Project.

Turner Hall Committee – Cording stated she feels the Turner Hall Committee is a step in the right direction.

Budget – Cording felt the council had some good budget discussion even though it sends us back to the table.

Thank you – Painter thanked Chief Simmons for putting together the fire report. She is always impressed with the dedication of the fire crew and the volunteer hours. She was happy to see increased membership. When she sees the hours of work and ongoing dedication of the volunteers it makes her proud of them and proud to be a member of this community.

Vote – Painter reminded all to vote on Tuesday!

13C-0138 – CITY ADMINISTRATOR'S REPORT

Audit Proposals – The audit proposals will be back for the next meeting.

Annexation – Moran advised Jim Sullivan and partners have submitted a petition for annexation. The request will be on the next agenda for consideration.

13C-0139 – MAYOR'S REPORT

Thank you – Mayor Renner thanked Chief Simmons for his 30 years of service to the department and thanked the volunteers for their continued service.

13C-0140 - ADJOURNMENT

Motion: Fach moved, seconded by Cording, to adjourn.

Regular Board Meeting

8 April 2013

Discussion: None.

Roll Call: AYES: Lincoln, Painter, Cording, Fach, Greene, Renner
NAYS: None
ABSENT: Murphy

The motion carried.

The meeting adjourned at 7:21 p.m.

Respectfully submitted,



Mary Beth Hyde
City Clerk

MEMORANDUM

To: Honorable Mayor Renner, City Council, Mark Moran

From: Deb Price

Date: April 17, 2013

Re: Utility Bill Write-Offs

Attached please find the Utility Billing write-offs for the 2012-2013 Fiscal Year. This write off is related to a property foreclosure.

We will complete our second year of actively collecting unpaid utility bills from building owners. We collected \$450.47 and forgave \$185.70 in penalties. Currently no monies are owed to us by said building owners.

During fiscal year 2012-2013 four liens were released. We collected \$3,542.70 and forgave \$2,257.10 in penalties. No new liens were filed.

Please contact me if you have any questions.

Thank-you.

CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: April 18, 2013

RE: AT&T Lease Amendment

A handwritten signature in black ink, appearing to read "Mark Moran", is written over the "DATE:" line.

In 2004 the city entered into a five year lease with AT&T to permit the company to install antennas for cellular communications on the Dodge Street water tower. The lease was renewed for another five years in 2009 and is scheduled to be renewed or expire on November 4, 2014. AT&T recently submitted a proposal to extend the lease for additional five year periods subject to several changes. I am writing to present the AT&T proposal and our staff recommendations for responding to the proposal.

I am attaching the proposal from AT&T for your review. The proposed changes are summarized as follows:

1. Pay \$22,500 *annually* for the next five years beginning July 1, 2013 with a 25% rent increase every five years beginning July 1, 2018. The current rent of \$1,827 is paid monthly and would increase 3% per year under the current lease.
2. Expand the number of antennas at any time during the lease term at no additional lease cost to AT&T. Under the current agreement, any expansion must be approved by the city and would be an opener for changes to the monthly rent.
3. If the city receives an offer from a third party to assign the rental income from the AT&T lease, AT&T would have the right to match the rental stream offer.

I have reviewed the AT&T proposal with City Attorney, Joe Nack, and offer the following recommendations.

1. Agree to a single annual payment each contract year subject to a 3-5 percent increase (to be negotiated) each year. At three percent, the city would net approximately \$7,000 more revenue over the next five years than under the AT&T proposal. The first annual payment should be due not later than 30 days after the execution of the new or amended lease. This approach would insure that the city would receive an annual rent increase and be paid at the beginning of the lease year. Under the AT&T proposal, the city would not receive any rent increase if the company terminated the lease prior to the beginning of the sixth year.

2. Agree to allow AT&T to modify, replace or upgrade the current equipment provided the equipment does not occupy additional tower space or interfere with any other equipment or signals on the tower. We would be opposed to allowing the expansion or addition of equipment without the city having the ability to request modifications to the rent or other conditions.
3. Allow AT&T to match any third party offer to assign the rental income from the lease, but only after the city has the opportunity to negotiate a final offer from the third party. While the likelihood of the city having interest in such a third party offer is remote, the city should have the ability to negotiate and not accept an initial offer.

If you are agreeable with our recommendations we would communicate the city's position to AT&T and return to the council with any other substantive proposed changes or the actual lease amendment should AT&T be agreeable with our position.



April 3, 2013

Mark Moran
3312 1/2 North Main Street
Galena, IL 61036

Re: Communications Facility located at 110 SOUTH DODGE STREET, GALENA, IL

Contract #: 109043 FA#: 10127616

Dear Landlord,

As you are aware, AT&T Mobility (“AT&T”) has partnered with Md7 to work with you to facilitate certain modifications to the cell site lease on your property. These modifications will allow AT&T to meet current business requirements and enhance your site’s value to the network.

Changes in the Wireless Industry

Recent industry developments are changing how wireless telecommunications carriers operate. In the past, carriers focused on rapidly building out their networks in order to provide the best coverage. Today, while consumers are enjoying greater services and better coverage than ever before, operating costs continue to escalate. As a result, the wireless industry is also focusing on operating networks as efficiently as possible.

Eliminating Risk and Increasing Value

AT&T is addressing this shift by reviewing its cell site portfolio. AT&T has partnered with Md7 to offer selected landlords like you the opportunity to minimize the business risks associated with industry uncertainties and to increase the value of your cell site lease.

Criteria for Cellular Site Retention/Rent Guarantee Period

AT&T is willing to offer the following option to secure a longer-term lease with you:

- **\$22,500.00** per year, commencing **July 1, 2013**
- **25%** rent increase every 5 years, commencing **July 1, 2018**

In order to maintain its long-term flexibility, AT&T will also require the following lease provisions to address future technological and network changes:

- Expansion of Permitted Use

“Lessee, its personnel, invitees, contractors, agents, sublessees, or its authorized sublessees, or assigns may use the Premises, at no additional cost or expense, for the transmission and reception of any and all communications signals and to modify, supplement, replace, upgrade, expand, including but not limited to the number and type(s) of antennas, or refurbish the equipment and/or improvements thereon, or relocate the same within the Premises at any time during the term of this Lease for any reason, or in order to be in compliance with any current or future federal, state or local mandated application, including but not limited to emergency 911 communication services or for any other reason. Lessor shall reasonably cooperate in obtaining governmental and other use permits or approvals necessary or desirable for the foregoing permitted use. If Lessor does not comply with the terms of this section, in addition to any other rights it may have at law, Lessee may terminate this Lease and shall have no further liability to Lessor. If Lessor does not comply with the terms of this section, Lessee will have the right to exercise any and all rights available to it under law and equity, including the right to cure Lessor’s default and to deduct the costs of such cure from any monies due to Lessor from Lessee.”

- Rental Stream Offer

I. Rental Stream Offer. If at any time after the date of this Amendment, Landlord receives a bona fide written offer from a third party or receives a modified written offer from a third party seeking an assignment of the rental stream associated with this Agreement (“**Rental Stream Offer**”), Landlord shall immediately furnish Tenant with a copy of the Rental Stream Offer. Tenant shall have the right within ninety (90) days after it receives such copy and representation to match the Rental Stream Offer and agree in writing to match the terms of the Rental Stream Offer. Such writing shall be in the form of a contract substantially similar to the Rental Stream Offer. If Tenant chooses not to exercise this right of first refusal or fails to provide written notice to Landlord within the ninety (90) day period, Landlord may assign the rental stream pursuant to the Rental Stream Offer, subject to the terms of this Agreement. If Landlord attempts to assign or transfer rent payments without complying with this Section, the assignment or transfer shall be void, Tenant shall not be responsible for any failure to make payments under this Agreement and reserves the right to hold payments due under this Agreement until Landlord complies with this Section.

This letter of understanding is subject in all respects to the preparation, execution and delivery of a definitive amendment in form and substance mutually agreeable to each of us. This letter will not be legally binding between us with respect to the proposed business relationship, but instead serves as a statement of our mutual intent to work toward entering into such an amendment.

AT&T values its affiliation with you and hopes to continue a long and mutually profitable relationship in the years to come. After having reviewed these options, please contact me prior to **April 24, 2013**. Thank you for your consideration.

Sincerely,

Michael Price

Md7 | Lease Consultant
10590 West Ocean Air Dr.
San Diego, CA 92130
o 858-754-2151
f (858) 408.3391
shussion@md7.com

Authorized Agent for AT&T Mobility

cc: Gregory D. Ohmer
Area Manager Real Estate Transaction, AT&T Mobility



CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: April 12, 2013

RE: Tour Operators Ordinance

A handwritten signature in blue ink, appearing to read "Mark Moran", is written over the "DATE:" line of the memorandum.

At the April 8 council meeting, you tabled action on the renewal of the three tour license applications proposed for renewal. You asked that our staff confirm that the vehicles used by the tour companies comply with our ordinance requirements. I am writing to inform you of the basic ordinance requirements and our findings.

The Tour Operators Ordinance defines "oversized tour service vehicles" as those powered by diesel fuel or weighing over 22,500 pounds, measuring over 31 feet in length, over 8 feet in width, and over 11 feet in height. The streets that may be travelled by oversized tour vehicles are more limited in number than those for non-diesel and smaller tour service vehicles.

Following the council meeting, the Police Department contacted each of the tour companies to remind them of the restrictions for oversized vehicles (including diesel powered). They all stated that they understand the ordinance and have been complying with the ordinance.

At this time, only one of the three tour companies, Tri-State Travel, has vehicles that qualify as oversized based on their size. The company has two 35 feet long diesel powered trolleys. They also have a 30 feet long gas powered trolley. Galena Trolley Tours has one small diesel powered executive coach.

As I mentioned during the council meeting, the Police Department will continue to follow up on any inquiries received from the public about tour service vehicles operating on restricted streets. I recommend the renewal of the Tour Service Licenses for all three applicants.

Attachment "A"**1. Streets designated for use by Tour Service Vehicles:**

- All of HWY 20
- Main Street and Riverside Drive, from HWY 20 to Franklin Street
- Commerce Street from Warren Street to Franklin Street
- Water Street from Main Street to Franklin Street
- Franklin Street from Main Street to Commerce Street
- Perry Street from Commerce Street to Water Street
- Green Street from Main Street to Water Street
- Warren Street from Main Street to Water Street
- Park Avenue from Benton Street (near the Belvidere) to Adams Street
- Third Street from Jefferson Street to Adams Street
- Adams Street from Park Avenue to Third Street
- Jefferson Street from Park Avenue to Third Street
- Bouthillier Street from the Depot parking lot to HWY 20
- West Street from Ridge Street to Elk Street
- Division Street from Elk Street to Franklin Street
- Elk Street from Division Street to West Street
- Dodge Street from HWY 20 to Hill Street
- High Street from Green Street to Elk Street
- Prospect Street from Galena Green to Elk Street
- Hill Street from West Street to High Street
- Green Street from Dodge Street to Prospect Street
- Washington Street from Dodge Street to High Street
- Ridge Street from Franklin Street to West Street
- Franklin Street from HWY 20 to Commerce Street
- Bench Street from Franklin Street to HWY 20
- Hill Street from Prospect Street to Commerce Street

When the flood gates are closed, Franklin Street from HWY 20 to Main Street is approved for use as an alternate access.

If a street is closed for repair or other reason, the Chief of Police may designate temporary alternate routes.

2. Streets designated for use by buses and oversized or under powered tour service vehicles:

- All of HWY 20
- Main Street and Riverside Drive, from HWY 20 to Franklin Street
- Commerce Street from Warren Street to Franklin Street
- Water Street from Main Street to Franklin Street
- Franklin Street from Main Street to Commerce Street
- Perry Street from Commerce Street to Water Street
- Green Street from Main Street to Water Street
- Warren Street from Main Street to Water Street
- Park Avenue from Benton Street (near the Belvidere) to Adams Street
- Third Street from Jefferson Street to Adams Street
- Adams Street from Park Avenue to Third Street
- Jefferson Street from Park Avenue to Third Street
- Bouthillier Street from the Depot parking lot to HWY 20
- Bench Street from Hill Street to HWY 20

When the flood gates are closed, Franklin Street from HWY 20 to Main Street is approved for use as an alternate access.

If a street is closed for repair or other reason, the Chief of Police may designate temporary alternate routes.

Attachment B

1. Horse drawn carriages shall be confined to the routes identified below:**West Side Carriage Tours:**

Main Street and Commerce Street with staging taking place at the parking and loading zone in front of the post office;

Bench Street and Commerce Street with staging taking place at the parking and loading zone in front of the post office.

East Side Carriage Tours:

Park Avenue, Adams Street, Third Street, Jefferson Street and Bouthillier Street with staging taking place across from the Jo Daviess County Convention and Visitors' Bureau on Bouthillier Street.

CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: April 18, 2013

RE: Depot Lease with Chamber of Commerce

At the April 8 meeting, you considered the renewal of the lease with the Galena Area Chamber of Commerce for the Depot. The item was tabled following a question about the parking regulations in the lot adjacent to the building. I have reviewed the parking issue with the Chamber and wish to suggest a modification to the lease to clarify the intent.

The current lease states, "The use and occupancy by the Chamber of the Leased Premises shall also include use of the parking lot adjacent to the building, *provided* that said lot shall be a free parking lot and be available for use by the general public".

There are a total of 18 parking spaces in the Depot lot. A sign is posted in front of each of the three rows of parking spaces stating, "30 Min. Parking, This Lot, 9:00 a.m. to 5:00 p.m." and "All Day Parking in Lot Across Railroad Tracks". In addition to the 30-minute parking for the public, each staff member of the Chamber and CVB has been permitted to park in the lot during their work hours.

I suggest changing the current language in the lease to the following, "The use and occupancy by the Chamber of the Leased Premises shall also include use of the parking lot adjacent to the building for Depot employee parking during business hours, and for free 30-minute parking for the general public between 9:00 a.m. and 5:00 p.m. The lot shall be available to the general public for free parking during all other hours".

The April 22 council meeting would be the last opportunity to approve a new lease before the expiration of the current lease. If you have any questions please let me know.

DEPOT BUILDING LEASE: 2013-2015

THIS AGREEMENT, made this ____ day of May 2013, between the **CITY OF GALENA**, hereinafter referred to as the "City", and the **GALENA AREA CHAMBER OF COMMERCE**, hereinafter referred to as the "Chamber",

1. **LEASED PREMISES**: The City does hereby lease to the Chamber the entire premises located at 101 Bouthiller St., Galena, Illinois, commonly known as the Old Train Depot (hereinafter, the "Leased Premises"). The use and occupancy by the Chamber of the Leased Premises shall also include use of the parking lot adjacent to the building for Depot employee parking during business hours, and for free 30-minute parking for the general public between 9:00 a.m. and 5:00 p.m. The lot shall be available to the general public for free parking during all other hours.
2. **TERM**: The use of the Leased Premises shall be from May 1, 2013 until April 30, 2015.
3. **RENT**: The Chamber agrees to pay the City rent of One Dollar (\$1.00) per year during the term of this lease for occupancy of the Leased Premises. Said rent shall be due and payable not later than June 1 of each year.
4. **USE OF PREMISES**: The Chamber shall use the premises for the purpose of operating the Galena Area Chamber of Commerce, and all other operations incident thereto, including but not limited to, Chamber offices and administration. The Chamber and the City further agree that in the event passenger train service is reinstated, that the Chamber's use of the Leased Premises, including any sublease, shall be modified so as to accommodate such passenger rail service. The parties agree that the City shall give the Chamber notice of such train reinstatement at least 90 days prior to any modification of the Chamber's use of the Leased Premises under this section.
5. **FIXTURES AND ALTERATIONS**: The Chamber shall not make or cause to be made any alterations, additions or improvements of a substantial nature or make any structural changes in the building without first notifying the City. In the event structural changes are contemplated, the Chamber shall supply to the City plans and specifications for such work, and obtain written approval from the City, which approval shall not be unreasonably withheld.
6. **ITEMS INSTALLED BY CHAMBER**: All additions and improvements made by the City, or made by the City on the Chamber's behalf by agreement under this Lease, shall remain the property of the City for the term of this Agreement, or any extension or renewal thereof. Upon expiration of this Lease, or any renewal term thereof, the Chamber shall remove all decorations and restore the Leased Premises to its condition at the time of the original occupancy, ordinary wear and tear excepted. Alterations and improvements made on the Leased Premises shall become the property of the City and shall remain thereon and be surrendered with such premises at the termination of the tenancy.
7. **MAINTENANCE**: The Chamber shall keep the Leased Premises in good maintenance and appearance. Janitorial services, the planting, mulching and weeding of the flower beds on the premises, and minor repairs to the premises necessitated by ordinary wear and tear shall be the obligation and expense of the Chamber. All preventive maintenance, routine maintenance, and minor repairs to the heating, plumbing and air conditioning systems shall be the obligation and expense of the Chamber. The total cost to the Chamber for such maintenance and minor repairs shall not exceed One Thousand Five Hundred and 00/100 Dollars (\$1,500.00) in any lease year.

Any maintenance or repair expenses exceeding \$1,500 in sum in any lease year and the actual cost of any major repairs to the heating, plumbing, or air conditioning systems shall be the expense of the City. The City will be responsible for snow removal in the parking lot, grass mowing, and major repairs and capital improvements of the Leased Premises including, but not limited to, major repairs to the heating, plumbing and air conditioning systems of the Leased Premises, as well as to the roof, walls, sidewalks and parking lot of such premises. A lease year shall begin on May 1 of the lease year and shall end on April 30 of the following year. The Chamber shall promptly notify the City of any major structural problems or defects in the Leased Premises that may require repair. Should the City at any time be unable or unwilling to make such major repairs or resolve such structural defects so as to make the premises a danger to occupants or not reasonable useable for the intended use set forth above, this lease may be terminated by either party with ninety (90) days notice.

8. SURRENDER OF PREMISES: At the expiration of the lease term, the Chamber shall surrender the Leased Premises in the same condition as such premises were upon delivery of possession thereto, reasonable wear and tear excepted, and damage caused by unavoidable casualty excepted, and shall surrender all keys for the Leased Premises to the City.
9. INSURANCE: Each of the Chamber and the City shall keep in full force and effect not less than \$1,000,000 of legal liability insurance for the Leased Premises.
10. INDEMNIFICATION: The Chamber shall indemnify the City and save the City harmless from and against any and all claims, actions, damages, liability and expenses in connection with the loss of life, personal injury or damage to the property, or any other liability, arising out of any occurrence in, upon or at the Leased Premises, occasioned wholly or in part by a negligent act or omission of the Chamber. In case the City shall be made a party to any litigation commenced by or against the Chamber, or against the City, in furtherance of the interests of the Chamber, then the Chamber shall protect and hold the City harmless and shall pay all costs, expenses and reasonable attorneys' fees incurred or paid by the City in connection with such litigation; provided, however, that the Chamber shall not be required to so indemnify the City if such action is brought by the Chamber against the City. The Chamber shall also pay all costs, expenses and reasonable attorneys' that may be incurred or paid by the City in enforcing the covenants and agreements in this Lease.
11. UTILITIES: The Chamber shall be solely responsible for all utility and service charges, including but not limited to those for heat, gas, electricity, phone, internet and pest control used or consumed on the Leased Premises.
12. ASSIGNMENT AND SUB-LETTING: The City and Chamber acknowledge that the Jo Daviess County Convention & Visitors Bureau (CVB) may occupy a portion of the Leased Premises pursuant to a sublease or agreement between the Chamber and CVB. The Chamber agrees that the portion of the Leased Premises subleased during the term of this Lease shall not be less than the entire ground level space, including the two large public rooms, two restrooms, two small staff rooms and the utility/storage room. With the exception of the sublease or agreement with the CVB, the Chamber agrees not to assign this Lease, in whole or in part, nor sub-let all or any part of the Leased Premises, without prior written consent of the City, which consent shall not be unreasonably withheld.

13. WASTE OR NUISANCE: The Chamber shall not commit or suffer to be committed any waste upon the Leased Premises or any nuisance or any other act or thing which may disturb the quiet enjoyment of any person within five hundred feet of the Leased Premises.
14. GOVERNMENTAL REGULATIONS: The Chamber shall, at the Chamber's sole cost and expense, comply with all of the requirements of all county, municipal, state, federal and other applicable governmental authorities now in force, or which may hereinafter be in force, pertaining to the Leased Premises and the use of such premises, and shall faithfully observe in the use of the Leased Premises all municipal and county ordinances, and all state and federal statutes now, or which may hereinafter be, in force; *provided, that*, the Chamber shall not be responsible for any and all expenses related to accessibility matters as described above if such conditions or violations existed prior to the Chamber's occupancy and were not caused to exist by Chamber modifications after such occupancy.
15. DESTRUCTION OF PREMISES: If the Leased Premises shall be damaged or destroyed by fire, the elements, unavoidable accidents or other casualty, all insurance proceeds payable by reason thereof, excepting those dedicated by the insurance carrier for the replacement of the Chamber's contents and the contents of any authorized sublessee in the Leased Premises at the time of the destruction, shall be applied to the repair, reconstruction and renovation of the Leased Premises.
16. WAIVER: Waiver by either party of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or any subsequent breach of the same or any other term, covenant or condition herein contained. No covenant, term or condition of this Lease shall be deemed to have been waived by either party, unless such waiver be in writing and executed by the party against whom such waiver is asserted.
17. ENTIRE AGREEMENT: This Lease sets forth all the covenants, promises, agreements, conditions and understandings between the parties concerning the Leased Premises, and there are no covenants, promises, agreements, conditions or understandings, either oral or written, between them, other than those herein set forth. Except as herein otherwise provided, no subsequent alteration, amendment, change or addition to this Lease shall be binding upon either party unless reduced to writing and signed by both.
18. Any notice, demand, request or other instrument which may be required to be given under this Lease shall be deemed delivered when hand delivered or sent by ordinary United States Mail, postage prepaid, addressed to the City in care of its then acting governing body, or the Chamber in care of its then acting administrator.
19. OPTION TO RENEW: Provided that the Chamber has met the conditions of this Lease and performed the covenants contained herein, the City will consider and not unreasonably deny the renewal of the Lease for a period of not less than one year. The Chamber must provide notice of its intent to exercise this option in writing to the City Administrator ninety days prior to its desire to renew this Lease. The consideration for occupancy for use of the Leased Premises under such renewal period shall be under the same terms and conditions as those set forth herein.

20. PARTIAL INVALIDITY: If any term, covenant or condition of this Lease, or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Lease, or the application of such term, covenant or condition to persons or circumstances other than those to which it is held invalid, or unenforceable, shall not be affected thereby; and each term, covenant or condition of this Lease shall be valid and enforced to the fullest extent permitted by law.

21. GOVERNING LAW: This Lease and the terms and conditions hereof shall be governed by the Laws of the State of Illinois.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, the day and year first above written.

LANDLORD:

TENANTS:

CITY OF GALENA, a Municipal Corporation

GALENA AREA CHAMBER OF COMMERCE

BY: _____

BY: _____

DATE: _____

DATE: _____

Visit Galena.org Fiscal 2014 Budget

Approved by the Board of Directors, March 18th, 2013

I. Budget Assumptions

- a. Visit Galena will end fiscal 2013 with a cash balance of \$58,000
- b. Hotel/motel tax collections in fiscal 2014 will rise 4%
- c. Marketing expenses in 2014 will be increased by \$60,000
- d. Operational and wage costs increases will be minimal

II. Revenue

a. Cash on Hand	\$58,000
b. Hotel/Motel tax	\$478,663
c. Co-op Advertising	\$10,000
d. Membership fees	\$10,500
e. Misc. Income	<u>\$1,000</u>
Total	\$558,163

III. Expenses

a. Operations	\$37,450
b. Wages & Benefits	\$197,550
c. Marketing	<u>\$300,000</u>
Total	\$533,000
Cash balance	\$21,163
Reserve Fund	\$50,000

Monthly Operations Report

*Prepared for
The City Of Galena
By Jeffery E. Saylor
Facility Manager*



AMERICAN WATER
**Environmental Management
Corporation**

March 2013

HIGHLIGHTS OF WATER & WASTEWATER ACTIVITIES

The following is a summary of water and wastewater activities addressed during the month of March 2013.

- There were 2 main breaks in March.
- There were not sewer related problem in March.
- Completed and submitted monthly water (3/12/13) and wastewater (3/25/13) IEPA reports.
- Well #6 was re-chlorinated and samples are getting better but still have not passed
- Jerry Kirchner returned to work March 3rd



Above is a picture of the discharge piping that is pumping to waste at well #6. After chlorinating this well a second time we are leaving it run continuously. We hope by doing this we will be able to get two samples in a row to pass.

2.0 WASTEWATER OPERATIONS

2.1 EFFLUENT QUALITY

As indicated in **Table 2.0**, the effluent quality for the Galena South Wastewater Treatment Plant was within NPDES permit parameters for the month of March 2013. The discharge monitoring reports were electronically submitted to IEPA on April 11, 2013.

Table 2.0
March 2012 Wastewater Effluent Quality

Parameters	Permit Limits			Monthly results		
	Min	Max	Avg	Min	Max	Avg
Flow, MGD		4.241	1.171	0.388	3.339	0.660
CBOD ⁵ , mg/l		40	20	1.10	2.50	1.72
CBOD ⁵ , lbs/day		391	195	4.1	10.7	7.0
TSS, mg/l		45	25	3.0	7.2	4.7
TSS, lbs/day		439	244	11.4	40.4	19.6
Amm. as(N) mg/l		5.4	1.8	<0.2	1.10	0.092
Amm. as(N) lbs/day		191	64	<1.95	6.16	0.51
Fecal Coliform		400			N/A	
pH, SU	6.0	9.0		7.76	8.27	

2.2 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of March. All lift stations and wet wells were routinely checked for proper operation during the month and all were in good operating condition.

Table 2.2 indicates the monthly and year-to-date totals for both scheduled and unscheduled sewer main maintenance operations. There was one sewer related calls during the month.

Table 2.3 highlights sewer related calls responded to during March.

Table 2.2
Sewer Main Maintenance- March 2013

Type Of Sewer	Scheduled Cleaning (Linear Ft)		Unscheduled Cleaning (Linear Ft)		Number Of Repairs	
	Month	YTD	Month	YTD	Month	YTD
Sanitary	0	0	0	200	0	1

Sewer Back Up Call Outs- March 2012

Date	Address/Location	Owner Line	City Line	Work Completed

3.0 WATER OPERATIONS

3.1 WATER QUALITY

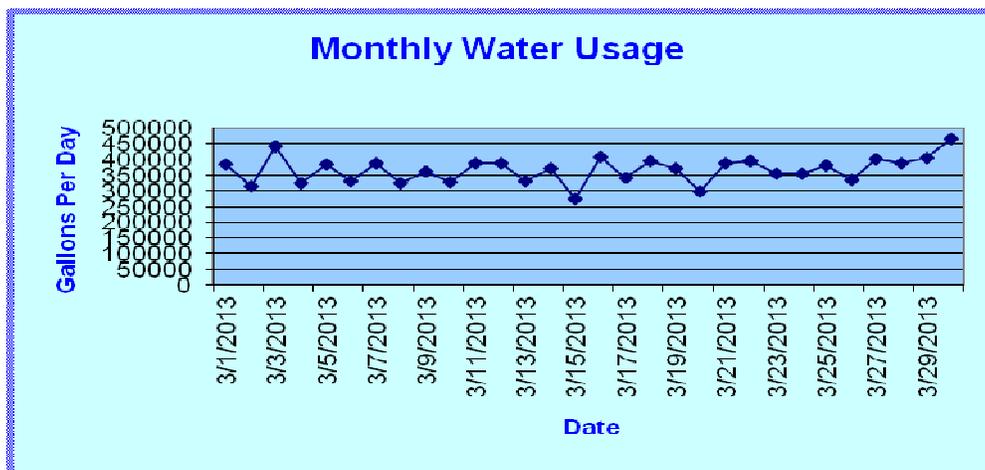
The City of Galena’s monthly fluoride and bacteria water samples were collected and sent to outside laboratories for analysis. All samples were within IEPA and Department of Health water quality standards. Well #6 is still out of service. All wells are checked on a daily basis to assure a clean and adequate potable water supply to City of Galena.

3.2 WATER PRODUCTION

The monthly pumping and water quality data for March 2013 is shown in **Table 3.0**. Total water produced in March was **11,307,000 gallons**. The daily average water produced was **364,742 gallons per day**. Daily water produced is shown in graph below.

Table 3.0
Water Pumping and Residual Data

	Well #5	Well #6	Well #7
Total Water Pumped (gal)	10,211,000	0	1,096,000
Daily Avg. Pumped (gal)	329,387	0	35,355
Daily Min. Pumped (gal)	273,000	0	0
Daily Max. Pumped (gal)	414,000	0	75,000
Fluoride IDPH Limits (mg/l)	0.85-1.24	0.85-1.24	0.85-1.24
Fluoride Avg. Results Avg. (mg/l)	1.10		1.05
Chlorine Residual Free Avg. (mg/l)	0.66		0.48



Environmental Management Corporation - Monthly Operations Report
City of Galena Water & Wastewater – March 2013

3.2 WATER DISTRIBUTION SYSTEM

All routine maintenance was completed for the month of March 2013.

Table 3.1
Water Main/Service Break Repairs

Date	Address/Location	City Line	Service Line	Work Completed
3/1/13	240 Summit St.	X		Repaired 3/1/13
3/7/13	209 West St.	X		Repaired 3/7/13

3.2 WATER LOSS ACCOUNTING

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Tracking and accounting for the period of February 16, 2013 – March 15, 2013 and accumulated 12 month rolling averages are included in **Table 3.2**. The 12 month rolling average will give a better indication of long term water loss.

Table 3.2
Un-Accounted Water Loss as of March 15, 2012

Water Production (Gallons)	Metered Water Billed (Gallons)	Un-Billed Water- (Gallons)	Percent lost Un-Billed Water	Percent lost Minus known but Un-billed Water
9,921,000	8,199,021	1,712,979	17.36%	16.65%
Known but Un-metered Water Used (Estimated in Gallons for March)				
<ul style="list-style-type: none"> • Main Breaks/service leaks before water meter – 50,000 gallons • Sewer Jetter/Street Sweeper Water/Outside Sales – 0 gallons • Hydrant Use, Fire Department – 0 gallons • Hydrant Flushing- 0 gallons • Un-metered/metered City accounts – 20,000 (City Hall, Street Dept., Turner Hall, Grant Park old WWTP, Pool, etc.) 				
12 Month Water Production (Gallons)	12 Month Metered Water Billed (Gallons)	12 Month Total Lost Water (Gallons)	12 Month Rolling Average Total Lost Water	12 Month Rolling Average Percent Lost Minus known but Un-metered Water
142,529,000	110,211,447	32,317,553	22.67%	20.12%

4.0 MAINTENANCE & REPAIR

All routine and preventative maintenance as specified in EMC's operating agreement was completed during March. Highlights of scheduled and non-scheduled maintenance projects performed at the City of Galena water & wastewater facilities during the month of March include the following:

Table 4.0 summarizes monthly JULIE City utility locates requests and YTD from January 1, 2013. **Table 4.1** summarizes maintenance and repair expenditures for the month and for the contract year beginning August 1, 2012.

Table 4.0
Completed Work Orders

Work Orders	This Month	Year-To-Date
JULIE Utility City Locates Requests	24	48

Table 4.1
Monthly Maintenance & Repair Expenditures

Time Period	Amount Expended	Budget	(Over) Under Spent
March 2013	\$3,245.46	\$6,505.25	\$3,259.79
Contract Year-to-Date	\$37,718.51	\$52,042.00	\$14,323.49

5.0 SAFETY *100% Of our Behavior – 100% of the Time*

5.1 TRAINING

The mandatory monthly safety webinar was conducted by EMC Corporate safety director Gary Arnold. Gary covered Tool Safety – Machinery & Machine Guarding. The local training topic was on Work Zone Safety, presented by Bruce Hoover.

5.2 SAFETY INSPECTIONS

The monthly safety audit was conducted on 3/13/13. **Table 5.0** summarizes the facility safety status

Table 5.0
Facility Safety Summary

EMC Monthly Audit Safety Rating	Lost Time Accidents March 2013	Days Worked- No Lost Time Accidents	Corrective Action Safety Projects Open
99%	0	3493	0

6.0 Managers Comments

The toughest issue that we are dealing with this month is trying to get well #6 back in service. In order for the well to be placed back in service we need to get two samples at least 24 apart that have a count of zero bacteria on a membrane filter test. When we first started the well after repairs the counts were very high and were only slightly improving as we ran it. We decided to surge chlorinate the well. We mixed the chlorine solution in a 2500 gallon tank and let it drain into the well. We then would fill the tank from the well flushing the solution back and forth until the chlorine was dissipated. After the surging was completed we let the well run to waste continuously. This has lowered the bacterial count into the lower single digits but we have yet to reach the zero count. If leaving the well run continuously does not get us the results we need we will have to come up with a new plan. We will keep you posted.

If you ever have questions about your water and wastewater systems feel free to give me a call at the plant (815-777-9315) or on my cell phone (319-239-1087). I can also be reached by email at jeff.saylor@emcstl.com

CITY OF GALENA, ILLINOIS

312 1/2 North Main Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis, City Engineer *AL*

DATE: 18 April 2013

RE: Refurbishment of Grant Park Gazebo
Approval of Bid Contract

Bids for this project were sent to eight contractors, of these two responded and are detailed as follows:

Ref #	Company	Base Bid \$	Alternates 1-3
1	Montgomery Timmerman Construction	63,604	No prices
2	Renaissance Restoration	89,450	2,120 (Alt. 2)

This project involves the removal and replacement of selected parts of the Gazebo wood structure, paint removal, repainting of entire structure, replacement of existing stair with new stair and railing and other assorted small items. The cost estimate for the project was \$50,000 with 50% funded by the Galena Foundation and the remainder funded by the city.

The bid from Montgomery Timmerman Construction for \$63,604 represents the best value option. No alternates are proposed which were for differing repair wood types to those proposed in the main bid.

Because the bid price exceeds the estimated cost the Galena Foundation have expressed an interest in trying to omit items from the contract to get the total cost nearer \$50,000. During the next few weeks we plan to meet with the contractor to negotiate a cost reduction. Once agreed this will be approved as a change order at a following city council meeting.

I recommend the city council approves the base bid from Montgomery Timmerman for \$63,604.

CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

A handwritten signature in black ink, appearing to read "Mark Moran", is written over the name in the "FROM:" field.

DATE: March 25, 2013

RE: Sullivan Annexation

In January 2011, the city council approved an annexation agreement with Jim Sullivan and partners for a 33-acre parcel adjacent to the property now known as Gateway Park. As part of the annexation agreement, Sullivan agreed to annex the property when it became contiguous with the City of Galena. With the recent annexation of the 100-acre Gateway Park, the Sullivan property is now contiguous. Last week, Sullivan appropriately submitted a petition to annex his 33.71 acres.

Notice of the annexation request has been mailed to the appropriate public officials in accordance with the state statute. Since the annexation is being made by voluntary petition, a public hearing is not required. The annexation may be completed with the adoption of the attached ordinance after two readings.

ORDINANCE NO. _____

ORDINANCE ANNEXING 33.71 ACRES OF TERRITORY IN EAST GALENA TOWNSHIP

WHEREAS, a written Petition (marked as Exhibit A and made a part of this Ordinance), signed by James Richards, JoAnn Richards, Joseph Borsdorf, Alexander Phillips, and James Sullivan, (“Owner”), the Owners of territory hereinafter described, has been filed with the City Clerk of the City of Galena, Jo Daviess County, Illinois, requesting that said territory be annexed to the City of Galena; and

WHEREAS, there are no (0) electors residing within the said territory; and

WHEREAS, the said territory is not within the corporate limits of any municipality, but is contiguous to the City of Galena; and

WHEREAS, in accordance with the Illinois Compiled Statutes (65 ILCS 5/7), legal notices regarding the intention of the City to annex said territory have been sent to all public bodies required to receive such notice; and

WHEREAS, copies of such notices required to be recorded, if any, have been placed as record in the office of the Recorder of Deeds of Jo Daviess County; and

WHEREAS, it is in the best interest of the City of Galena that said territory be annexed hereto.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Galena, Jo Daviess County, Illinois as follows:

SECTION I: That the following described territory (found in the Petition for Annexation marked as Exhibit A and made a part of this Ordinance), is hereby annexed to the City of Galena, Jo Daviess County, Illinois, and that the boundary lines of Galena be and are hereby enlarged and extended to include, within the corporate boundaries

thereof, the territory above described and as shown in the Plat of Annexation (marked as Exhibit B and made a part of this Ordinance).

SECTION II: That the City Clerk is hereby directed to record with the Recorder and to file with the County Clerk, a certified copy of this Ordinance, together with an accurate map of the territory annexed.

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

SECTION IV: Passed and approved this _____ day of _____, A.D., 2013.

AYES:

NAYS:

Mayor, Terry Renner

ATTEST:

City Clerk, Mary Beth Hyde

Prepared by:

Joe Nack, City Attorney
312 ½ North Main Street
Galena, IL 61036

Return to:

Mark Moran
City Administrator
312 ½ North Main Street
Galena, IL 61036

PETITION FOR ANNEXATION

To: Mayor & City Council
City of Galena
Jo Daviess County, IL

The Petitioner(s), respectfully state under oath as follows:

1. That the Petitioner(s), JAMES W. RICHARDS as Trustee under the provisions of a Trust Agreement known as Richards Revocable Trust dated August 21, 2002 and JOANN RICHARDS, his wife, JOSEPH R. BORSDORF, ALEXANDER K. PHILLIPS and JAMES S. SULLIVAN, is (are) the legal and equitable owner(s) of record of the following legally described land:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE PART HEREOF.

2. The property referred to in Paragraph 1 above is not situated within the limits of the City of Galena, Jo Daviess County, IL or any other municipality and it is, or will be, contiguous to the limits of said Village at the time of its annexation.

3. There are no electors residing within the property referred to herein.

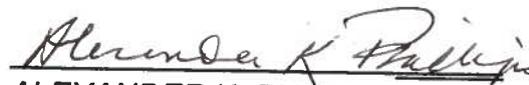
4. Petitioner(s) and elector(s) respectfully request:

A. That the above property legally described in Exhibit "A" be annexed to the City of Galena by Ordinance at the discretion of the Mayor and City Council of the City of Galena, upon said property being or becoming contiguous to the City of Galena pursuant to the provisions of Sections 65 ILCS 5/7-1-1 and 65 ILCS 5/7-1-8.

B. That such other action be taken as may be appropriate.

Elector(s) and Petitioner(s):

DATED: December 06, 2012.


ALEXANDER K. PHILLIPS

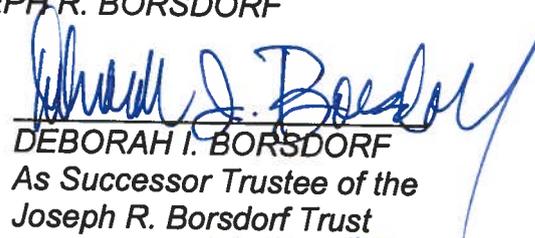
DATED: December 06, 2012.


JAMES S. SULLIVAN

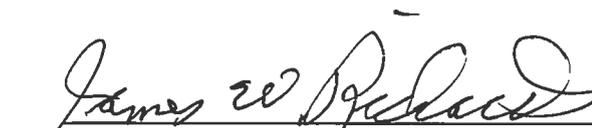
DATED: December 06, 2012.

JOSEPH R. BORSDORF

By:

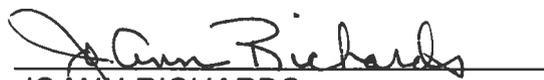

DEBORAH I. BORSDORF
As Successor Trustee of the
Joseph R. Borsdorf Trust
U/T/A dated 01-20-93
and/or as Executor named in
the Will of Joseph R. Borsdorf,
Deceased

DATED: ^{February} ~~December~~ 28, 2013.



JAMES W. RICHARDS, as Trustee
U/T/A dated August 21, 2002 a/k/a
Richards Revocable Trust

DATED: ^{February} ~~December~~ 28, 2013.

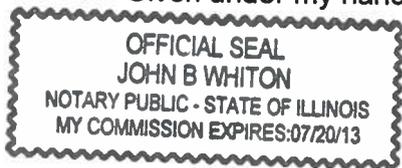


JOANN RICHARDS

STATE OF ILLINOIS)
) SS
JO DAVIESS COUNTY)

I, a Notary Public, in and for said County, in the State aforesaid, DO HEREBY CERTIFY that JOSEPH R. BORSDORF, by DEBORAH I. BORSDORF as Successor Trustee of the Joseph R. Borsdorf Trust U/T/A dated 01-20-93 and/or as Executor named in the Will of Joseph R. Borsdorf, Deceased, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed, sealed and delivered the said instrument as his free and voluntary act for the purposes therein set forth.

Given under my hand and notarial seal as of December 6, 2012.



John B. Whiton
Notary Public

STATE OF ILLINOIS)
) SS
JO DAVIESS COUNTY)

I, a Notary Public, in and for said County, in the State aforesaid, DO HEREBY CERTIFY that JAMES S. SULLIVAN, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed, sealed and delivered the said instrument as his free and voluntary act for the purposes therein set forth.

Given under my hand and notarial seal as of 12/06, 2012.

Ronald Paja
Notary Public

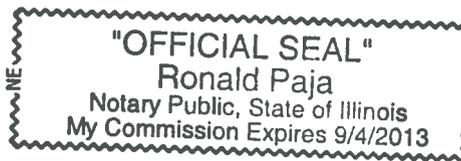


STATE OF ILLINOIS)
) SS
Jo DAVISS COUNTY)

I, a Notary Public, in and for said County, in the State aforesaid, DO HEREBY CERTIFY that ALEXANDER K. PHILLIPS, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed, sealed and delivered the said instrument as his free and voluntary act for the purposes therein set forth.

Given under my hand and notarial seal as of 12/06, 2012

Ronald Paja
Notary Public



STATE OF IOWA)
) SS
DUBUQUE COUNTY)

I, the undersigned, a Notary Public in and for said County and State aforesaid, DO HEREBY CERTIFY that JAMES W. RICHARDS, as Trustee under the provisions of a Trust Agreement known as Richards Revocable Trust dated August 21, 2002, and JOANN RICHARDS, his wife, personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act for the purposes therein set forth.

Given under my hand and notarial seal as of February 28, 2013.

[Signature]
Notary Public

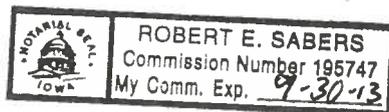


EXHIBIT "A"

Legal Description

A TRACT OF LAND LOCATED IN PARTS OF THE NORTHEAST, NORTHWEST AND SOUTHEAST QUARTERS OF SECTION 21, TOWNSHIP 28 NORTH, RANGE 1 EAST OF THE FOURTH PRINCIPAL MERIDIAN, EAST GALENA TOWNSHIP, JO DAVIESS COUNTY, IL, THE BOUNDARY OF SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 21, TOWNSHIP 28 NORTH, RANGE 1 EAST OF THE FOURTH PRINCIPAL MERIDIAN; THENCE SOUTH 01 DEGREES 22 MINUTES 34 SECONDS EAST, ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 21, A DISTANCE OF 288.69 FEET; THENCE NORTH 89 DEGREES 43 MINUTES 16 SECONDS WEST, 819.75 FEET; THENCE SOUTH 88 DEGREES 41 MINUTES 58 SECONDS WEST, 1,720.35 FEET TO A POINT ON THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF THE ILLINOIS CENTRAL RAILROAD; THENCE CONTINUING SOUTHWESTERLY ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE, ALONG A CIRCULAR CURVE CONCAVE TO THE WEST, AN ARC DISTANCE OF 694.05 FEET TO THE NORTHEAST CORNER OF A PARCEL OF LAND AS SHOWN ON THE PLAT OF SURVEY RECORDED IN PLAN HOLD "C" OF PLATS, PAGE 145, IN THE OFFICE OF THE JO DAVIESS COUNTY RECORDER; SAID CURVE HAVING A RADIUS OF 1,066.00 FEET, A CENTRAL ANGLE OF 37 DEGREES 18 MINUTES 14 SECONDS, AND WHOSE LONG CHORD BEARS SOUTH 38 DEGREES 44 MINUTES 26 SECONDS WEST, 681.85 FEET FROM THE LAST DESCRIBED COURSE; THENCE SOUTH 16 DEGREES 13 MINUTES 42 SECONDS EAST, ALONG THE EASTERLY LINE OF SAID PARCEL, A DISTANCE OF 419.15 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 87 DEGREES 00 MINUTES 06 SECONDS EAST, 1,063.83 FEET; THENCE SOUTH 02 DEGREES 59 MINUTES 54 SECONDS WEST, 1,058.65 FEET; THENCE SOUTH 84 DEGREES 56 MINUTES 14 SECONDS EAST, 160.29 FEET; THENCE SOUTH 43 DEGREES 03 MINUTES 03 SECONDS EAST, 287.43 FEET; THENCE NORTH 85 DEGREES 12 MINUTES 12 SECONDS EAST, 348.33 FEET; THENCE SOUTH 49 DEGREES 47 MINUTES 07 SECONDS EAST, 344.25 FEET TO A FOUND IRON ROD ON THE NORTHERLY RIGHT-OF-WAY LINE OF THE PROPERTY CONVEYED TO THE PEOPLE OF THE STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION, BY WARRANTY DEED RECORDED AS DOCUMENT NO. 235020, IN THE OFFICE OF THE JO DAVIESS COUNTY RECORDER; THENCE SOUTH 55 DEGREES 13 MINUTES 51 SECONDS WEST, ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, A DISTANCE OF 52.19 FEET TO A FOUND IRON ROD; THENCE SOUTH 60 DEGREES 44 MINUTES 58 SECONDS WEST, ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, A DISTANCE OF 200.93 FEET TO A FOUND IRON ROD; THENCE CONTINUING SOUTHWESTERLY ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, ALONG A CIRCULAR CURVE CONCAVE TO THE SOUTH, AN ARC DISTANCE OF 333.99 FEET; SAID CURVE HAVING A RADIUS OF 11,521.96 FEET, A CENTRAL ANGLE OF 01 DEGREES 39 MINUTES 39 SECONDS, AND WHOSE LONG CHORD BEARS SOUTH 61 DEGREES 34 MINUTES 48 SECONDS WEST, 333.98 FEET FROM THE LAST DESCRIBED COURSE; THENCE SOUTH 61 DEGREES 34 MINUTES 48 SECONDS WEST, ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, A DISTANCE OF 26.11 FEET TO A POINT IN THE CENTERLINE OF POWDER HOUSE HILL ROAD; THENCE NORTH 52 DEGREES 42 MINUTES 01 SECONDS WEST, ALONG SAID CENTERLINE, A DISTANCE OF 380.33 FEET TO A POINT OF CURVE; THENCE CONTINUING NORTHWESTERLY ALONG SAID CENTERLINE, ALONG A CIRCULAR CURVE CONCAVE TO THE SOUTH, AN ARC DISTANCE OF 225.74 FEET TO A POINT OF TANGENT; SAID CURVE HAVING A RADIUS OF 885.00 FEET, A CENTRAL ANGLE OF 14 DEGREES 36 MINUTES 52 SECONDS, AND WHOSE LONG CHORD BEARS NORTH 60 DEGREES 00 MINUTES 27

SECONDS WEST, 225.13 FEET FROM THE LAST DESCRIBED COURSE; THENCE NORTH 67 DEGREES 18 MINUTES 53 SECONDS WEST, ALONG SAID CENTERLINE, A DISTANCE OF 370.80 FEET TO A POINT OF CURVE; THENCE CONTINUING NORTHWESTERLY ALONG SAID CENTERLINE, ALONG A CIRCULAR CURVE CONCAVE TO THE NORTH, AN ARC DISTANCE OF 146.97 FEET TO A POINT OF TANGENT; SAID CURVE HAVING A RADIUS OF 203.00 FEET, A CENTRAL ANGLE OF 41 DEGREES 28 MINUTES 56 SECONDS, AND WHOSE LONG CHORD BEARS NORTH 46 DEGREES 34 MINUTES 25 SECONDS WEST, 143.78 FEET FROM THE LAST DESCRIBED COURSE; THENCE NORTH 25 DEGREES 49 MINUTES 57 SECONDS WEST, ALONG SAID CENTERLINE, A DISTANCE OF 316.90 FEET TO A POINT OF CURVE; THENCE CONTINUING NORTHWESTERLY ALONG SAID CENTERLINE, ALONG A CIRCULAR CURVE CONCAVE TO THE SOUTH, AN ARC DISTANCE OF 116.95 FEET TO A POINT OF TANGENT; SAID CURVE HAVING A RADIUS OF 440.00 FEET, A CENTRAL ANGLE OF 15 DEGREES 13 MINUTES 42 SECONDS, AND WHOSE LONG CHORD BEARS NORTH 33 DEGREES 26 MINUTES 48 SECONDS WEST, 116.60 FEET FROM THE LAST DESCRIBED COURSE; THENCE NORTH 41 DEGREES 03 MINUTES 39 SECONDS WEST, ALONG SAID CENTERLINE, A DISTANCE OF 81.15 FEET TO A POINT OF CURVE; THENCE CONTINUING NORTHWESTERLY ALONG SAID CENTERLINE, ALONG A CIRCULAR CURVE CONCAVE TO THE NORTH, AN ARC DISTANCE OF 160.76 FEET TO A POINT OF TANGENT; SAID CURVE HAVING A RADIUS OF 540.00 FEET, A CENTRAL ANGLE OF 17 DEGREES 03 MINUTES 26 SECONDS, AND WHOSE LONG CHORD BEARS NORTH 32 DEGREES 31 MINUTES 56 SECONDS WEST, 160.17 FEET FROM THE LAST DESCRIBED COURSE; THENCE NORTH 24 DEGREES 00 MINUTES 11 SECONDS WEST, ALONG SAID CENTERLINE, A DISTANCE OF 167.95 FEET TO A POINT OF CURVE; THENCE CONTINUING NORTHWESTERLY ALONG SAID CENTERLINE, ALONG A CIRCULAR CURVE CONCAVE TO THE SOUTH, AN ARC DISTANCE OF 39.44 FEET TO A POINT WHICH IS THE SOUTHERLY EXTENSION OF THE EAST LINE OF A PARCEL OF LAND AS RECORDED IN PLAN HOLD "C" OF PLATS, PAGE 145, IN THE OFFICE OF THE JO DAVIESS COUNTY RECORDER; SAID CURVE HAVING A RADIUS OF 180.00 FEET, A CENTRAL ANGLE OF 12 DEGREES 33 MINUTES 14 SECONDS, AND WHOSE LONG CHORD BEARS NORTH 30 DEGREES 16 MINUTES 51 SECONDS WEST, 39.36 FEET FROM THE LAST DESCRIBED COURSE; THENCE NORTH 04 DEGREES 12 MINUTES 04 SECONDS WEST, ALONG SAID EXTENDED LINE AND THE EAST LINE OF SAID PARCEL, A DISTANCE OF 347.01 FEET TO A FOUND IRON ROD; THENCE NORTH 16 DEGREES 13 MINUTES 42 SECONDS WEST, ALONG THE EAST LINE OF SAID PARCEL, A DISTANCE OF 137.82 FEET TO THE POINT OF BEGINNING, SAID TRACT CONTAINING 33.71 ACRES, MORE OR LESS, AS MORE PARTICULARLY SHOWN ON A SURVEY DATED SEPTEMBER 6, 2010 AND REVISED OCTOBER 5, 2010 AND PREPARED BY PAUL C. BRASHAW, AN IL PROFESSIONAL LAND SURVEYOR

CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: April 18, 2013

RE: Audit Proposals

We recently distributed requests for proposals to six area firms to complete the city's annual audit for fiscal years 2013, 2014 and 2015. Five firms responded by the April 15 deadline with proposals. I am writing to summarize the proposals and present a recommendation for awarding a contract.

The request for proposal (RFP) that was prepared by our staff and distributed to area firms included a list of information requested from each firm for the purposes of evaluating their qualifications. Each of the five responding firms submitted all of the requested information as shown in Table 1 below. I would consider all five proposals "responsive". All of the proposals are available for review upon request.

Table 1. Summary of Proposal Review Criteria

Criteria	Firm				
	Baker Tilly	Eide Bailey	McGladery	O'Connor Brooks	Wiplfli
Number of CPAs	X	X	X	X	X
Total staff	X	X	X	X	X
List of govt. audits for past 3 years	X	X	X	X	X
List of Qualifications	X	X	X	X	X
Copy of peer review report	X	X	X	X	X
Names of partners	X	X	X	X	X
Sample of work	X	X	X	X	
Three-year costs	X	X	X	X	X
Hourly costs	X	X	X	X	X

One of the evaluation criterion included in the RFP was the cost of audit services by year for each of the three years. O'Connor Brooks submitted the lowest cost for each year. Their total cost for the three-year contract was \$65,175. The O'Connor Brooks cost is \$8,725 less than that of the next lowest cost firm, McGladery. O'Connor Brooks price for the first year of

auditing matches their price for the audit they completed for us this year. The costs by firm are shown in Table 2 on the following page.

Table 2. Annual Audit Costs by Firm

Year	Firm				
	Baker Tilly	Eide Bailey	McGladery	O'Connor Brooks & Co.	Wiplfli
2013	\$26,000	\$25,500	\$24,000	\$21,450	\$24,500
2014	\$27,000	\$26,500	\$24,600	\$21,725	\$24,990
2015	\$28,000	\$27,500	\$25,300	\$22,000	\$24,450
TOTAL	\$81,000	\$79,500	\$73,900	\$65,175	\$73,940

If the work performed exceeds the scope included in the RFP, the firms would bill the city on an hourly basis. The hourly costs for each firm are shown in Table 3.

Table 3. Hourly Costs for Additional Work

Personnel	Baker Tilly	Eide Bailey	McGladery	O'Connor Brooks	Wiplfli
CPA/Principals	\$110-\$310	\$200	\$275	\$130	\$175
Accountants	\$110-\$310	\$120-\$150	\$90-135	\$90-\$105	\$110
Administrative	\$70-\$90	\$80	\$80	\$60	\$60

Finance Director, Cindy Pepple, and I have fully reviewed each of the five proposals. Without question, all five firms are very qualified to perform our audit. Each firm has well educated, trained, and experienced staff as well as considerable experience with similar audits. The audit proposals were generally well done.

Based on our very satisfactory experience with O'Connor Brooks over the past six years and their competitive pricing for the next three years, we recommend awarding the three-year audit contract to O'Connor Brooks.

CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: April 18, 2013

RE: Budget Approval

At the April 8 council meeting we had a good discussion about several components of the proposed budget. We discussed the pay parking lots and the possibility of replacing one or more pay and display machines, the possibility of new video gaming revenues being applied to Turner Hall, and non-union employee compensation. I will address each of these issues in this report to facilitate the approval of the budget at the April 22 council meeting.

Pay Parking

The discussion regarding pay parking focused on whether to return to pay parking in the Winery Lot and whether to continue pay parking in the Depot lot. Both lots would need new machines. The Commerce Street lot could also use a new machine. The cost to replace each pay and display machine with a technologically current machine would be approximately \$10,000. I believe parking revenues would pay for each machine in 1-3 years depending on the lot. The cost of replacement is not in the proposed budget. I would suggest scheduling time on a future council agenda to discuss which lots should be pay lots. This would give the public an opportunity to comment on the issue. The purchase of new machines could be added to the budget if you are comfortable with the revenue and cost figures.

Video Gaming Revenue

The proposed budget anticipates \$10,000 of new revenue from the video gaming machines recently legalized and in place in local establishments. City revenue from the machines has increased each of the first three months of operation. Based on the March revenue, total city revenue for the coming fiscal year should exceed \$25,000.

At the April 8 meeting, it was suggested that all of the video gaming revenue be directed to Turner Hall for at least the coming fiscal year. I have adjusted the "Changes to the Draft 1 Budget" to reflect the full \$25,000 as revenue for Turner Hall.

Non-union Compensation

A citizen made a sensible suggestion during the April 8 meeting that the council should compare employee pay to that in other like communities to assess whether our city employees are paid appropriately. While a compensation study would be difficult to perform in the limited time before the required budget approval, I was able to obtain the results from a compensation survey performed in 2012 by a consultant for Jo Daviess County.

Jo Daviess County contracted with the consulting firm Carlson Dettman for \$33,000 to perform a compensation study of similar counties and develop a position classification plan for the county's non-union employees. I reviewed the final position classification plan approved by the county board which includes pay ranges for each Jo Daviess County position. The position classification plan is included in this report as Attachment A. I then compared our non-union employee compensation budget proposal to the county pay ranges. The comparison is shown on the following page as Table 1. This comparison reveals that the proposed pay for each non-union city employee is within the range for the comparable position with Jo Daviess County. Again, the Jo Daviess County pay plan was based on the results of a salary survey of similar county governments.

As a reminder, our proposed budget includes a 3.25% pay increase for all non-union employees. Both city unions are scheduled for a 3.25% pay increase according to their contracts. The union employees receive another 1% every fifth year of employment. The non-union employees have never been given the additional 1% wage increase.

The suggestion was made during the April 8 meeting that lower paid employees should receive a higher percentage increase than higher paid employees to prevent widening the pay gap between positions. For comparison purposes, I prepared three options for distributing non-union pay increases. The options are shown as Attachment B and are summarized as follows:

1. 3.25% per employee (as proposed in current draft of budget)
2. Divide the dollar value (\$1,668) of 3.25% equally among all non-union employees
3. 3.25% to salaried employees and \$.75 per hour for all hourly employees (this option would give hourly employees increases between 4.2% and 5.4%).

Final Budget

With the adjustment to the video gaming revenue described above, I am submitting the attached ***"Proposed Changes to Draft 1 Budget"***. Changes from the April 8 meeting are still intact, including: a \$25,000 expense for the Galena Foundation's Grant Park gazebo project, the

Table 1. Comparison of Non-union City of Galena Pay Proposal to Jo Daviess County Non-union Pay Ranges

City Group	City Position	2014 Proposed Pay	County Position	County Starting Pay	County Maximum Pay
Non-Union	Public Works Director	\$ 63,632	Asst. County Engineer	\$ 46,634	\$ 63,939
Non-Union	Chief of Police	\$ 59,885	Chief Deputy	\$ 51,667	\$ 70,866
Non-Union	Lieutenant	\$ 55,801	Lieutenant	\$ 46,634	\$ 63,939
Non-Union	Lieutenant	\$ 55,801	Lieutenant	\$ 46,634	\$ 63,939
Non-Union	City Administrator	\$ 89,752	Administrator	\$ 68,058	\$ 93,330
Non-Union	City Engineer	\$ 70,877	County Engineer	\$ 63,003	\$ 86,403
Non-Union	City Attorney	\$ 48,826			
Non-Union	Finance Director	\$ 60,502	Chief County Assessment Officer	\$ 46,634	\$ 63,939
Non-Union	Zoning Admin./Asst. Engineer	\$ 57,449	Zoning & Building Administrator	\$ 46,634	\$ 63,939
Non-Union	Facilities Manager	\$ 48,630			
Non-Union	Building Official	\$ 48,329	Zoning & Building Administrator	\$ 46,634	\$ 63,939
Non-Union	Police Dispatcher/Office Manager	\$ 17.54	Office Manager	\$ 14.66	\$ 20.10
Non-Union	Office Manager	\$ 17.85	Office Manager	\$ 14.66	\$ 20.10
Non-Union	Administrative Assistant	\$ 14.88	Administrative Asst.	\$ 11.69	\$ 16.03
Non-Union	Administrative Assistant	\$ 14.34	Administrative Asst.	\$ 11.69	\$ 16.03

\$8,000 donation to the ARC for the outfield fence, and the 3.25% non-union wage increases. The budget totals for the General Fund and other funds after the proposed changes are shown in Table 2.

Table 2. FY 2013-14 Budget Totals with Proposed Changes

	Revenue	Expenses
General Fund	\$ 3,670,105	\$ 4,117,950
Other Funds	\$ 5,321,150	\$ 5,924,755
TOTAL	\$ 8,991,255	\$ 10,042,705
	Budget (Deficit)/Surplus	(\$1,051,450)

With the proposed changes, the General Fund would have a budgeted deficit of \$447,845. This means the General Fund would be balanced (\$2,155 surplus) with the exception of the \$450,000 budgeted for the City Hall/Police Department relocation projects. The total cost for the City Hall/Police Department Relocation projects is subject to change and could be significantly greater than budgeted depending on the final project scope.

As we discussed at the work session, the total budget deficit of over \$1 million may be explained by the flood pump project, the City Hall/Police Department projects, and the fire training facility expenses. Importantly, we expect to finish the coming fiscal year with healthy reserves and in compliance with our Minimum Fund Balance Policy across all 23 funds.

Approval of the budget may be made by motion. Any changes to the original draft should be included in the motion. The motion could reference the changes contained in the ***“Proposed Changes to Draft 1 Budget”***. The April 22 council meeting is the final regularly scheduled meeting to approve the budget before the start of the fiscal year. Please let me know if you have questions.

Page 50 of 62
ATTACHMENT A

JO DAVIESS COUNTY, ILLINOIS										
Non-Represented/Non-Elected 2013 Pay Structure										
Amended by the Jo Daviess County Board January 8, 2013										
Amended by the Jo Daviess County Board of Health January xx, 2013										
Grade	Range	Job Title	Department	Minimum Step 1	Step 2	Step 3	Step 4	Step 5	Control Point Step 6	Merit to Maximum
19	1100-1199	Administrator	Administration	\$32.72	\$33.65	\$34.59	\$35.52	\$36.46	\$37.39	\$44.87
18	1000-1099	Assistant States Attorney County Engineer	States Attorney Highway	\$30.29	\$31.16	\$32.02	\$32.89	\$33.75	\$34.62	\$41.54
17	950-999			\$28.48	\$29.30	\$30.11	\$30.92	\$31.74	\$32.55	\$39.06
16	900-949	Adminstrator CVB Executive Director GIS/IT Coordinator	Public Health Tourism GIS/IT	\$27.27	\$28.04	\$28.82	\$29.60	\$30.38	\$31.16	\$37.39
15	850-899			\$26.66	\$26.80	\$27.55	\$28.29	\$29.04	\$29.78	\$35.74
14	800-849	Chief Deputy	Sheriff	\$24.84	\$25.55	\$26.26	\$26.97	\$27.68	\$28.39	\$34.07
13	750-799	Director of Clinical Services Director Environmental Health Home Health Coordinator	Public Health Public Health Home Health	\$23.63	\$24.31	\$24.98	\$25.66	\$26.33	\$27.01	\$32.41
12	700-749	Assistant County Engineer Building & Zoning Administrator Chief Co Assessment Officer IT Systems Administrator Lieutenant	Highway Building & Zoning Assessor GIS/IT Sheriff	\$22.42	\$23.06	\$23.70	\$24.34	\$24.98	\$25.62	\$30.74
11	650-699	Sales & Marketing Director	Tourism	\$21.21	\$21.82	\$22.42	\$23.03	\$23.63	\$24.24	\$29.09

Page 51 of 62
ATTACHMENT A

Grade	Range	Job Title	Department	Minimum	Step 2	Step 3	Step 4	Control Point		Merit to
				Step 1				Step 5	Step 6	Maximum
10	600-649			\$19.99	\$20.57	\$21.14	\$21.71	\$22.28	\$22.85	\$27.42
9	550-599	Chief Deputy Clerk	County Clk/Rec	\$18.79	\$19.32	\$19.86	\$20.40	\$20.93	\$21.47	\$25.76
		Code Enforcement Officer	Building & Zoning							
		GIS/GPS Specialist	GIS/IT							
		Sanitarian	Public Health							
8	500-549	Chief Deputy Circuit Court	Circuit Clerk	\$17.57	\$18.07	\$18.57	\$19.08	\$19.58	\$20.08	\$24.10
		Chief Deputy Recorder	County Clk/Rec							
		Chief Deputy Treasurer	Treasurer							
		Public Health Nurse	Home Health							
		Quality Assurance	Public Health							
		Victim Witness Coordinator	States Attorney							
		Hwy Maintenance Worker III (NR)	Highway							
7	450-499	Administrative Assistant	Building & Zoning	\$16.36	\$16.83	\$17.30	\$17.77	\$18.23	\$18.70	\$22.44
		Chief Deputy Assessment Officer	Assessor							
		Event Coordinator	Tourism							
		GIS Technician	GIS/IT							
		Visitor Services Manager	Tourism							
		Office Manager	Administration							
		Office Manager	Highway							
		Office Manager	Home Health							
		Office Manager	Public Health							
		Office Manager	Sheriff							
		Office Manager	States Attorney							
		Staff Nurse	Home Health							
6	400-449	Administrative Assistant	Tourism	\$14.66	\$15.08	\$15.49	\$15.91	\$16.33	\$16.75	\$20.10
		Deputy	County Clk/Rec							
		Deputy Treasurer	Treasurer							
		Executive Secretary	States Attorney							
		Secretary	Probation							

Attachment B. Non-union Employee Pay Options for 2013-14 Budget

Non-Union Employee Compensation

Option 1
3.25% Per Employee

Employee	2013 Current Pay	2014 Proposed Pay	Dollar Increase	Percent Increase
Public Works Director	\$61,629	\$63,632	\$2,003	3.25%
Police Chief	\$58,000	\$59,885	\$1,885	3.25%
Lieutenant	\$54,045	\$55,801	\$1,756	3.25%
Lieutenant	\$54,045	\$55,801	\$1,756	3.25%
City Administrator	\$86,927	\$89,752	\$2,825	3.25%
City Engineer	\$68,646	\$70,877	\$2,231	3.25%
City Attorney	\$47,289	\$48,826	\$1,537	3.25%
Finance Director	\$58,598	\$60,502	\$1,904	3.25%
Zoning Admin.	\$55,641	\$57,449	\$1,808	3.25%
Facilities Manager	\$47,099	\$48,630	\$1,531	3.25%
Building Official	\$46,807	\$48,329	\$1,521	3.25%
Police Dispatcher	\$16.99	\$17.54	\$1,149	3.25%
Office Manager/Clerk	\$17.86	\$18.44	\$1,207	3.25%
Reception/Admin. Asst.	\$14.32	\$14.79	\$968	3.25%
Utilities Admin. Assist.	\$13.89	\$14.34	\$939	3.25%
			\$25,021	3.25%

Non-Union Employee Compensation

Option 2
Option 2: Divide 3.25% Equally Among Employees

Employee	2013 Current Pay	2014 Proposed Pay	Dollar Increase	Percent Increase
Public Works Director	\$ 61,629	\$ 63,297	\$ 1,668	2.71%
Police Chief	\$ 58,000	\$ 59,668	\$ 1,668	2.88%
Lieutenant	\$ 54,045	\$ 55,713	\$ 1,668	3.09%
Lieutenant	\$ 54,045	\$ 55,713	\$ 1,668	3.09%
City Administrator	\$ 86,927	\$ 88,595	\$ 1,668	1.92%
City Engineer	\$ 68,646	\$ 70,314	\$ 1,668	2.43%
City Attorney	\$ 47,289	\$ 48,957	\$ 1,668	3.53%
Finance Director	\$ 58,598	\$ 60,266	\$ 1,668	2.85%
Zoning Admin.	\$ 55,641	\$ 57,309	\$ 1,668	3.00%
Facilities Manager	\$ 47,099	\$ 48,767	\$ 1,668	3.54%
Building Official	\$ 46,807	\$ 48,475	\$ 1,668	3.56%
Police Dispatcher	\$ 16.99	\$ 17.79	\$ 1,668	4.72%
Office Manager/Clerk	\$ 17.86	\$ 18.66	\$ 1,668	4.49%
Reception/Admin. Asst.	\$ 14.32	\$ 15.12	\$ 1,668	5.60%
Utilities Admin. Assist.	\$ 13.89	\$ 14.69	\$ 1,668	5.77%
			\$ 25,021	3.25%

Non-Union Employee Compensation

Option 3
3.25% Per Salaried Employee/\$.75 Per Hour for Hourly Empls.

Employee	2013 Current Pay	2014 Proposed Pay	Dollar Increase	Percent Increase
Public Works Director	\$61,629	\$63,632	\$2,003	3.25%
Police Chief	\$58,000	\$59,885	\$1,885	3.25%
Lieutenant	\$54,045	\$55,801	\$1,756	3.25%
Lieutenant	\$54,045	\$55,801	\$1,756	3.25%
City Administrator	\$86,927	\$89,752	\$2,825	3.25%
City Engineer	\$68,646	\$70,877	\$2,231	3.25%
City Attorney	\$47,289	\$48,826	\$1,537	3.25%
Finance Director	\$58,598	\$60,502	\$1,904	3.25%
Zoning Admin.	\$55,641	\$57,449	\$1,808	3.25%
Facilities Manager	\$47,099	\$48,630	\$1,531	3.25%
Building Official	\$46,807	\$48,329	\$1,521	3.25%
Police Dispatcher	\$16.99	\$17.74	\$1,560	4.41%
Office Manager/Clerk	\$17.86	\$18.61	\$1,560	4.20%
Reception/Admin. Asst.	\$14.32	\$15.07	\$1,560	5.24%
Utilities Admin. Assist.	\$13.89	\$14.64	\$1,560	5.40%
			\$26,999	3.51%

Proposed Changes to Draft 1 Budget (April 22 Council Meeting)

REVENUES

Line Item	Fund	Name	Add / (Deduct)	New Total	Description
General Fund	01.389.8	Video Gaming Revenue	(\$10,000)	\$0	Shift revenue from General Fund to Turner Hall
Total General Fund Revenue Changes			(10,000)		
Line Item	Fund	Name	Add / (Deduct)	New Total	Description
Other Funds					
17.383.5	Parks	Galena Foundation Project	(37,000)	\$25,000	Reduce revenue based 50/50 cost sharing and revised project cost
17.399.0	Parks	Transfer in	16,000	\$124,000	Transfer from General Fund to prevent year-end fund deficit
58.382.1	Turner Hall	Video Gaming Revenue	25,000	\$25,000	Direct all video gaming revenue to Turner Hall
Total Other Fund Revenue Changes			4,000		
TOTAL REVENUE CHANGES			(6,000)		

EXPENSES

Line Item	Fund	Name	Add / (Deduct)	New Total	Description
General Fund					
01.11.411.00	Administration	Salaries and Wages	4,705	\$ 143,195	Adjust to 3.25% reflect increase
01.11.929.06	Administration	ARC donation	8,000	\$ 8,000	Cost of new ball field fence. Light repair to occur in current budget year.
01.13.411.00	Finance	Salaries and Wages	2,235	\$ 80,900	Adjust to 3.25% reflect increase
01.16.411.00	Zoning	Salaries and Wages	615	\$ 73,235	Adjust to 3.25% reflect increase
01.21.411.00	Police	Salaries and Wages	(150)	\$ 503,250	Adjust to 3.25% reflect increase
01.41.411.00	Public Works	Salaries and Wages	10,885	\$ 335,550	Adjust to 3.25% reflect increase
01.41.840.01	Public Works	New Truck	(1,000)	\$ 54,000	Reduce based on estimated cost
01.41.863.07	Public Works	Downtown Crosswalks	(2,000)	\$ 13,000	Reduce to "balance" General Fund
01.45.411.00	Engineering	Salaries and Wages	680	\$ 21,280	Adjust to 3.25% reflect increase
01.46.411.00	Building	Salaries and Wages	1,650	\$ 68,700	Adjust to 3.25% reflect increase
01.99.999.05	Transfers	Transfer to Parks Fund	16,000	\$ 124,000	Year-end transfer to zero Turner Hall fund balance
Total General Fund Changes			41,620		
Line Item	Fund	Name	Add / (Deduct)	New Total	Description
Other Funds					
13.44.411.00	Garbage	Salaries and Wages	262	\$8,070	Adjust to 3.25% reflect increase
17.52.411.00	Parks	Salaries and Wages	2,015	\$63,190	Adjust to 3.25% reflect increase
17.52.830.01	Parks	Mower Trade up	(10,500)	\$0	Forego mower purchase to help "balance" General Fund
17.52.890.00	Parks	Galena Foundation Projects	(12,000)	\$50,000	Reduce Gazebo cost estimate
20.25.411.00	Flood Control	Salaries and Wages	1,255	\$39,430	Adjust to 3.25% reflect increase
51.42.411.00	Water	Salaries and Wages	60	\$42,130	Adjust to 3.25% reflect increase
52.43.411.01	Sewer	Salaries and Wages	(115)	\$36,650	Adjust to 3.25% reflect increase
58.54.820.00	Turner Hall	Building Improvements	(15,000)	\$75,000	Adjust based on video gaming revenue
Total Other Funds Changes			(34,023)		
TOTAL EXPENSE CHANGES			7,597		

FY 2013-14 Revenues over Expenditures After Changes

General Fund Surplus/(Deficit)	(\$447,845)	(\$2,155 surplus minus the \$450,000 City Hall project)
Other Funds Surplus/(Deficit)	(\$578,705)	
Total Budget Surplus/(Deficit)	(\$1,026,550)	

CITY OF GALENA

Invoice Register
Input Date(s): 04/09/2013 - 04/30/2013Page: 1
Apr 18, 2013 12:43pm

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
AT & T (LOCAL)						
AT & T (LOCAL) 103						
041513	1 Inv	POOL/PHONE	04/15/2013	24.23		59.55.552.00
041513	2 Inv	PUBLIC WORKS/PHONE	04/15/2013	38.54		01.41.552.00
041513	3 Inv	FIRE DEPARTMENT/PHO	04/15/2013	78.67		22.22.552.00
041513	4 Inv	EMS/PHONE	04/15/2013	24.23		12.10.552.00
041513	5 Inv	POLICE/PHONE	04/15/2013	336.98		01.21.552.00
041513	6 Inv	FINANCE/PHONE	04/15/2013	341.72		01.13.552.00
041513	7 Inv	FLOOD CONTROL/PHON	04/15/2013	24.23		20.25.515.00
Total AT & T (LOCAL)				868.60		
AT & T LONG DISTANCE						
AT & T LONG DISTANCE 119065						
041513	1 Inv	PUBLIC WORKS/LONG D	04/15/2013	6.78		01.41.552.00
041513	2 Inv	FIRE DEPARTMENT/LON	04/15/2013	6.10		22.22.552.00
041513	3 Inv	EMS/LONG DISTANCE	04/15/2013	.51		12.10.552.00
041513	4 Inv	POLICE/LONG DISTANCE	04/15/2013	56.67		01.21.552.00
041513	5 Inv	ADMINISTRATION/LONG	04/15/2013	329.98		01.13.552.00
Total AT & T LONG DISTANCE				400.04		
BARANSKI, HAMMER,						
BARANSKI, HAMMER, 375						
033113	1 Inv	CITY HALL ARCHITECTUI	03/31/2013	4,500.00		01.13.820.00
Total BARANSKI, HAMMER,				4,500.00		
CARDIAC SCIENCE CORP.						
CARDIAC SCIENCE CORP. 826						
B001158790	1 Inv	ELECTRODES FOR DEFIB	02/21/2013	360.46		01.21.652.04
Total CARDIAC SCIENCE CORP.				360.46		
CLARK, JOHN & JUDITH						
CLARK, JOHN & JUDITH 119880						
041513	1 Inv	OVERPAYMENT ON ACCO	04/15/2013	11.92		98.115.0
Total CLARK, JOHN & JUDITH				11.92		
COMELEC SERVICES INC.						
COMELEC SERVICES INC. 244						
040813	1 Inv	DESKTOP RADIO	04/08/2013	670.00		01.21.471.15
0415666-IN	1 Inv	PAGER REPAIR	04/10/2013	8.00		22.22.929.00
0415667	1 Inv	PAGER REPAIR	04/10/2013	17.95		22.22.929.00
Total COMELEC SERVICES INC.				695.95		
DAN'S AERIAL SERVICE						
DAN'S AERIAL SERVICE 119789						
3751	1 Inv	TREE REMOVAL	04/07/2013	400.00		01.41.517.02
Total DAN'S AERIAL SERVICE				400.00		
DEARBORN NATIONAL LIFE INS. CO						
DEARBORN NATIONAL LIFE INS. CO 119500						

TC = Terms Code 9 = 1099 Purchase Type

CITY OF GALENA

Invoice Register
Input Date(s): 04/09/2013 - 04/30/2013Page: 2
Apr 18, 2013 12:43pm

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
041013	1 Inv	EMPLOYEE LIFE INSURA	04/10/2013	531.48		01.13.452.00
Total DEARBORN NATIONAL LIFE INS. CO				531.48		
DOIG, KATHLEEN						
DOIG, KATHLEEN		119339				
126255	1 Inv	MARKET HOUSE RESTRC	04/16/2013	290.00		01.13.511.06
Total DOIG, KATHLEEN				290.00		
DUBUQUE FIRE EQUIPMENT, INC.						
DUBUQUE FIRE EQUIPMENT, INC.		631				
72244	1 Inv	SCBA INSPECTION	11/30/2012	45.00		22.22.652.00
Total DUBUQUE FIRE EQUIPMENT, INC.				45.00		
FELD FIRE						
FELD FIRE		119879				
0196596	1 Inv	SCBA	04/10/2013	112,000.00		22.22.844.01
Total FELD FIRE				112,000.00		
G & K SERVICES						
G & K SERVICES		532				
033113	1 Inv	UNIFORM SERVICES	03/31/2013	566.26		01.41.579.02
Total G & K SERVICES				566.26		
GALENA CHRYSLER						
GALENA CHRYSLER		82				
04726	1 Inv	PICK-UP EQUIPMENT	04/05/2013	60.98		17.52.514.00
Total GALENA CHRYSLER				60.98		
GALENA FIRE DEPT.						
GALENA FIRE DEPT.		91				
040313	1 Inv	STAMPS	04/03/2013	92.00		22.22.929.00
Total GALENA FIRE DEPT.				92.00		
GALENA GAZETTE						
GALENA GAZETTE		34				
00028789	1 Inv	GAZEBO	04/01/2013	54.15		01.45.532.00
Total GALENA GAZETTE				54.15		
GALENA PUBLIC LIBRARY						
GALENA PUBLIC LIBRARY		93				
041513	1 Inv	PERS.PROP.REPLACE.T/	04/15/2013	3,117.74		16.14.913.00
Total GALENA PUBLIC LIBRARY				3,117.74		
GALENA STATE BANK						
GALENA STATE BANK		820				
041513	1 Inv	PHASE 7 LOAN	04/15/2013	3,944.69		60.01.710.09
041513	2 Inv	WINERY LOT LOAN PAYM	04/15/2013	3,129.14		60.01.710.08

TC = Terms Code 9 = 1099 Purchase Type

CITY OF GALENA

Invoice Register
Input Date(s): 04/09/2013 - 04/30/2013Page: 3
Apr 18, 2013 12:43pm

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
Total GALENA STATE BANK				7,073.83		
GALENA-JDC HISTORICAL SOCIETY						
GALENA-JDC HISTORICAL SOCIETY 119550						
041513	1 Inv	COIN OPERATED MACHII	04/15/2013	50.00		01.11.912.00
Total GALENA-JDC HISTORICAL SOCIETY				50.00		
GALL'S, INC.						
GALL'S, INC. 712						
765780	1 Inv	UNIFORMS/CHUCK	04/16/2013	77.24		01.21.471.15
765793	1 Inv	UNIFORMS/TONY	04/16/2013	117.49		01.21.471.15
Total GALL'S, INC.				194.73		
GUY'S TRUCK & TRACTOR SERVICE						
GUY'S TRUCK & TRACTOR SERVICE 119033						
0001124	1 Inv	TRUCK REPAIRS	03/05/2013	305.60		01.41.613.05
000922	1 Inv	TRUCK REPAIRS	03/12/2013	300.51		01.41.613.01
040513	1 Inv	2007 STERLING DUMP	04/05/2013	4,606.16		01.41.613.05
Total GUY'S TRUCK & TRACTOR SERVICE				5,212.27		
HD SUPPLY WATERWORKS, LTD.						
HD SUPPLY WATERWORKS, LTD. 119090						
6487009	1 Inv	METERS	04/12/2013	2,070.00		51.42.831.00
6487042	1 Inv	METERS	04/12/2013	2,700.00		51.42.831.00
Total HD SUPPLY WATERWORKS, LTD.				4,770.00		
HEALTHCARE SERVICE CORPORATION						
HEALTHCARE SERVICE CORPORATIK 118931						
041513	1 Inv	HSA/FAMILY/EMPLOYEE	04/15/2013	2,319.00		01.218.0
041513	2 Inv	PPO/BLUE CROSS BLUE	04/15/2013	388.00		01.218.0
041513	3 Inv	HEALTH INSURANCE	04/15/2013	20,779.95		01.13.451.00
041513	4 Inv	WESTEMEIER/INSURANC	04/15/2013	727.24		78.32.464.02
Total HEALTHCARE SERVICE CORPORATION				24,214.19		
ILLINOIS FIRE STORE						
ILLINOIS FIRE STORE 119034						
28277	1 Inv	OPERATING MATERIALS	04/03/2013	101.47		22.22.652.00
Total ILLINOIS FIRE STORE				101.47		
ILLINOIS STATE POLICE						
ILLINOIS STATE POLICE 1152						
033113	1 Inv	BACKGROUND CHECK	03/31/2013	31.50		01.21.549.00
Total ILLINOIS STATE POLICE				31.50		
INTL INST OF MUNICIPAL CLERKS						
INTL INST OF MUNICIPAL CLERKS 114						
032613	1 Inv	DUES	03/26/2013	170.00		01.14.561.00

TC = Terms Code 9 = 1099 Purchase Type

CITY OF GALENA

Invoice Register
Input Date(s): 04/09/2013 - 04/30/2013Page: 4
Apr 18, 2013 12:43pm

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
Total INTL INST OF MUNICIPAL CLERKS				170.00		
J & R RENTAL						
J & R RENTAL		1014				
0018758	1 Inv	SUPPLIES	04/10/2013	150.55		17.52.652.00
Total J & R RENTAL				150.55		
JDWI						
JDWI		235				
38426	1 Inv	SR CIT TRANSPORT	03/31/2013	830.00		01.13.542.00
Total JDWI				830.00		
JO CARROLL ENERGY, INC.						
JO CARROLL ENERGY, INC.		397				
042213	1 Inv	ELECTRIC	04/22/2013	762.84		15.41.572.00
042213	2 Inv	PUBLIC WORKS/ELECTR	04/22/2013	296.59		01.41.571.01
042213	3 Inv	EMS/ELECTRIC	04/22/2013	67.95		12.10.571.01
042213	4 Inv	PARKS/ELECTRIC	04/22/2013	208.73		17.52.571.01
042213	5 Inv	POOL/ELECTRIC	04/22/2013	268.81		59.55.571.01
Total JO CARROLL ENERGY, INC.				1,604.92		
JOHNSON ARCHITECTURE, ADAM						
JOHNSON ARCHITECTURE, ADAM		119363				
4/18/2013	1 Inv	PROF SERVICES	04/18/2013	1,500.00		01.11.549.00
Total JOHNSON ARCHITECTURE, ADAM				1,500.00		
JOHNSON, NATHAN						
JOHNSON, NATHAN		119881				
041513	1 Inv	POLICE TRAINING ACADI	04/15/2013	293.87		01.21.471.15
Total JOHNSON, NATHAN				293.87		
KIEFFER BODY SHOP INC						
KIEFFER BODY SHOP INC		1267				
56145	1 Inv	TRUCK REPAIRS	02/20/2013	254.74		22.22.613.00
56145	2 Inv	TRUCK REPAIRS	02/20/2013	429.12		22.22.929.00
Total KIEFFER BODY SHOP INC				683.86		
LAWSON PRODUCTS, INC.						
LAWSON PRODUCTS, INC.		627				
9301551323	1 Inv	MISC MATERIALS	04/02/2013	219.42		01.41.614.04
Total LAWSON PRODUCTS, INC.				219.42		
LEIBOLD AUTO CENTER OF GALENA						
LEIBOLD AUTO CENTER OF GALENA		943				
14016	1 Inv	TIRES FOR SQUADS	04/17/2013	2,059.16		01.21.513.06

CITY OF GALENA

Invoice Register
Input Date(s): 04/09/2013 - 04/30/2013Page: 5
Apr 18, 2013 12:43pm

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
Total LEIBOLD AUTO CENTER OF GALENA				2,059.16		
LEWIS, CHRISTOPHER A.						
4/12/2013	1 Inv	LEWIS, CHRISTOPHER A. 748 TRAINING & CONFERENC	04/18/2013	140.72		01.45.563.00
Total LEWIS, CHRISTOPHER A.				140.72		
LEXISNEXIS RISK DATA MGMT. INC						
040113	1 Inv	LEXISNEXIS RISK DATA MGMT. INC 376 INVESTIGATIONS PROG	04/01/2013	60.00		01.21.652.03
Total LEXISNEXIS RISK DATA MGMT. INC				60.00		
LOWE'S						
041513	1 Inv	LOWE'S 119676 EVIDENCE ROOM EQUIP	04/15/2013	256.34		01.21.652.03
Total LOWE'S				256.34		
MIDWEST BUSINESS PRODUCTS						
242014	1 Inv	MIDWEST BUSINESS PRODUCTS 38 COPIER LEASE	04/12/2013	183.60		01.21.512.03
Total MIDWEST BUSINESS PRODUCTS				183.60		
MONTGOMERY TRUCKING						
92132	1 Inv	MONTGOMERY TRUCKING 133 REFUSE HANDLING CON	04/01/2013	13,400.40		13.44.540.04
92132	2 Inv	RECYCLING CONTRACT	04/01/2013	4,638.60		13.44.540.00
92132	3 Inv	APPLIANCES	04/01/2013	205.00		13.44.544.03
Total MONTGOMERY TRUCKING				18,244.00		
NAPA AUTO PARTS						
041513	1 Inv	NAPA AUTO PARTS 79 MISC. EQUIPMENT	04/15/2013	36.16		01.41.613.12
041513	2 Inv	MISC. EQUIPMENT	04/15/2013	286.51		17.52.514.00
041513	3 Inv	MISC. EQUIPMENT	04/15/2013	21.49		20.25.513.00
Total NAPA AUTO PARTS				344.16		
NFPA						
5787824Y	1 Inv	NFPA 675 INSPECTION EQUIPMEN	03/29/2013	227.88		22.22.843.00
Total NFPA				227.88		
NUTOYS LEISURE PRODUCTS						
39636	1 Inv	NUTOYS LEISURE PRODUCTS 373 DONATED BENCH	04/09/2013	1,341.00		17.52.870.01
Total NUTOYS LEISURE PRODUCTS				1,341.00		

O'HERRON CO.INC., RAY

TC = Terms Code 9 = 1099 Purchase Type

CITY OF GALENA

Invoice Register
Input Date(s): 04/09/2013 - 04/30/2013Page: 6
Apr 18, 2013 12:43pm

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
O'HERRON CO.INC., RAY 548						
1308854	1 Inv	TASER CARTRIDGES	03/25/2013	360.00		01.21.652.02
1308854	2 Inv	TASER CARTRIDGES	03/25/2013	231.59		01.21.471.15
1310858	1 Inv	UNIFORMS/BILL S.	04/10/2013	144.85		01.21.471.15
1311566	1 Inv	TASER CARTRIDGES	04/16/2013	65.33		01.21.471.15
Total O'HERRON CO.INC., RAY				801.77		
PEPPLE, CINDY 106						
041613	1 Inv	TRAVEL EXPENSE	04/16/2013	679.28		01.13.562.00
041613	2 Inv	TRAINING	04/16/2013	673.00		01.13.563.00
Total PEPPLE, CINDY				1,352.28		
PETTY CASH/CITY HALL 161						
041513	1 Inv	JANITOR SUPPLIES	04/15/2013	18.87		01.13.654.00
041513	2 Inv	NOTARY FILING	04/15/2013	5.00		01.13.651.02
041513	3 Inv	CONTEMPORARY SERVI	04/15/2013	42.69		01.11.929.01
041513	4 Inv	POSTAGE	04/15/2013	41.57		01.46.549.01
041513	5 Inv	CARDS	04/15/2013	5.96		01.13.651.02
041513	6 Inv	JANITOR SUPPLIES	04/15/2013	4.97		01.13.654.00
041513	7 Inv	JANITOR SUPPLIES	04/15/2013	15.34		01.13.654.00
041513	8 Inv	TRAVEL REIMBURSEMEN	04/15/2013	22.50		01.41.563.00
041513	9 Inv	VACCUUM BELTS	04/15/2013	5.18		01.21.654.00
Total PETTY CASH/CITY HALL				162.08		
PETTY CASH/POLICE DEPT. 163						
041513	1 Inv	NOTARY COMMISSION	04/15/2013	5.00		01.21.651.00
041513	2 Inv	MEAL/TRAINING	04/15/2013	9.28		01.21.562.00
041513	3 Inv	POSTAGE	04/15/2013	.95		01.21.551.00
Total PETTY CASH/POLICE DEPT.				15.23		
RIVER CITY PAVING 56						
4300008510	1 Inv	COLD PATCH	04/09/2013	561.64		15.41.614.00
Total RIVER CITY PAVING				561.64		
SIRCHIE FINGER PRINT LABS 659						
0117972	1 Inv	INVESTIGATION MATERI	04/05/2013	90.50		01.21.652.03
Total SIRCHIE FINGER PRINT LABS				90.50		
STEPHENSON SERVICE CO. 119230						
033113	1 Inv	FUEL	03/31/2013	2,098.44		01.41.655.00
Total STEPHENSON SERVICE CO.				2,098.44		

STEWART, G. DUFF

TC = Terms Code 9 = 1099 Purchase Type

CITY OF GALENA

Invoice Register
Input Date(s): 04/09/2013 - 04/30/2013Page: 7
Apr 18, 2013 12:43pm

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
STEWART, G. DUFF 041513	1 Inv	TRAVEL	118963 04/15/2013	56.46		01.46.562.00
Total STEWART, G. DUFF				56.46		
TRI-STATE PORTA POTTY, INC.						
TRI-STATE PORTA POTTY, INC. 4388	1 Inv	BIKE TRAIL/PORTA POTT	908 04/04/2013	95.00		17.52.579.01
Total TRI-STATE PORTA POTTY, INC.				95.00		
TRI-STATE SCREEN PRINTING						
TRI-STATE SCREEN PRINTING 040213	1 Inv	DONATIONS	119187 04/02/2013	180.00		17.52.870.01
Total TRI-STATE SCREEN PRINTING				180.00		
UPS STORE GALENA, THE						
UPS STORE GALENA, THE 040213	1 Inv	HANDHELD SHIPPING	1260 04/02/2013	64.89		51.42.551.00
Total UPS STORE GALENA, THE				64.89		
US POSTAL SERVICE						
US POSTAL SERVICE 040813	1 Inv	PERMIT 82 ACCOUNT PC	1076 04/08/2013	165.00		51.42.551.00
040813	2 Inv	PERMIT 82 ACCOUNT PC	04/08/2013	125.00		52.43.551.00
040813	3 Inv	PERMIT 82 ACCOUNT PC	04/08/2013	210.00		13.44.551.00
Total US POSTAL SERVICE				500.00		
VAN OSDOL PHOTOGRAPHICS						
VAN OSDOL PHOTOGRAPHICS 541	1 Inv	AERIAL PHOTOS/SOLAR	119882 04/09/2013	200.00		52.43.850.10
Total VAN OSDOL PHOTOGRAPHICS				200.00		
WAL-MART COMMUNITY (CC)						
WAL-MART COMMUNITY (CC) 041513	1 Inv	OFFICE SUPPLIES	1258 04/15/2013	61.71		01.13.651.02
041513	2 Inv	MISC. SUPPLIES	04/15/2013	60.62		01.41.471.09
041513	3 Inv	PUBLIC WORKS/MISC. SI	04/15/2013	59.24		01.41.651.00
041513	4 Inv	PUBLIC WORKS/MISC. SI	04/15/2013	93.16		01.41.652.00
Total WAL-MART COMMUNITY (CC)				274.73		
WEX BANK (CONNOCO)						
WEX BANK (CONNOCO) 041513	1 Inv	BUILDING-GAS	119104 04/15/2013	118.77		01.46.655.00
041513	2 Inv	PUBLIC WORKS-GAS	04/15/2013	682.24		01.41.655.00
041513	3 Inv	POLICE-GAS	04/15/2013	1,967.78		01.21.655.00
041513	4 Inv	PARKS-GAS	04/15/2013	266.13		17.52.655.03
Total WEX BANK (CONNOCO)				3,034.92		

WEX BANK (MURPHY)

TC = Terms Code 9 = 1099 Purchase Type

CITY OF GALENA

Invoice Register
Input Date(s): 04/09/2013 - 04/30/2013

Page: 8
Apr 18, 2013 12:43pm

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
WEX BANK (MURPHY)						
		119102				
041513	1 Inv	PUBLIC WORKS/GAS	04/15/2013	1,133.93		01.41.655.00
041513	2 Inv	FIRE DEPARTMENT/GAS	04/15/2013	119.56		22.22.655.00
Total WEX BANK (MURPHY)				1,253.49		
WHITE, JUDY						
WHITE, JUDY						
		1204				
041513	1 Inv	CLEANING OF TURNER H	04/15/2013	350.00		58.54.536.00
Total WHITE, JUDY				350.00		
WINSLOW ENTERPRISES, INC.						
WINSLOW ENTERPRISES, INC.						
		119878				
041513	1 Inv	LIQUOR LICENSE REFUN	04/15/2013	500.00		01.11.912.00
Total WINSLOW ENTERPRISES, INC.				500.00		
WSG INC., DBA R & L GAS MART						
WSG INC., DBA R & L GAS MART						
		119503				
033113	1 Inv	FUEL	03/31/2013	689.62		01.41.655.00
Total WSG INC., DBA R & L GAS MART				689.62		
Grand Total:				206,233.10		

Vendor Number Hash: 3006424
 Vendor Number Hash - Split: 4328802
 Total Number of Invoices: 68
 Total Number of Transactions: 112

Terms Description	Invoice Amt	Net Inv Amt
Open Terms	206,233.10	206,233.10
	206,233.10	206,233.10