



# City of Galena, Illinois

## AGENDA

### REGULAR CITY COUNCIL MEETING

MONDAY, MARCH 24, 2014

6:30 P.M. – CITY HALL 101 GREEN STREET

ITEM	DESCRIPTION
14C-0098.	Call to Order by Presiding Officer
14C-0099.	Roll Call
14C-0100.	Establishment of Quorum
14C-0101.	Pledge of Allegiance
14C-0102.	Reports of Standing Committees
14C-0103.	Citizens Comments <ul style="list-style-type: none"> <li>• Not to exceed 15 minutes as an agenda item</li> <li>• Not more than 3 minutes per speaker</li> <li>• No testimony on zoning items where a public hearing has been conducted</li> </ul>

## PUBLIC HEARING

ITEM	DESCRIPTION	PAGE
14C-0104.	Public Hearing on Fiscal Year 2014-15 City of Galena Operating Budget	3-16

## CONSENT AGENDA CA14-06

ITEM	DESCRIPTION	PAGE
14C-0105.	Approval of the Minutes of the Regular City Council Meeting of March 10, 2014 and the Budget Meeting of March 17, 2014	17-23
14C-0106.	Approval of an Agreement with the Galena Area Emergency Medical Service District for the Provision of Ambulance Service from May 1, 2014 to April 30, 2015	24-25

ITEM	DESCRIPTION	PAGE
14C-0107.	Approval of Change Order Summary #6 for City Hall Project	26-27
14C-0108.	Approval of an Agreement with Galena Country Fair for the Use of Grant Park October 9-12, 2014	28-31
14C-0109.	Acceptance of the January and February 2014 Financial Reports	--

**UNFINISHED BUSINESS**

ITEM	DESCRIPTION	PAGE
14C-0091.	Second Reading of an Ordinance Amending the Zoning Ordinance to Permit Tour of Homes in Certain Commercial and Residential Districts	32

**NEW BUSINESS**

ITEM	DESCRIPTION	PAGE
14C-0110.	Discussion and Possible Action on Contract with Timp Landscaping for City Hall Landscaping	33
14C-0111.	Discussion and Possible Action on Downtown Flower Basket Contract	34
14C-0112.	Warrants	35-41
14C-0113.	Alderspersons' Comments	
14C-0114.	City Administrator's Report	
14C-0115.	Mayor's Report	
14C-0116.	Adjournment	

**CALENDAR INFORMATION**

BOARD/COMMITTEE	DATE	TIME	PLACE
Historic Preservation Comm.	Thurs. April 3	6:30 P.M.	City Hall, 101 Green Street
Zoning Board of Appeals	Wed. April 9	6:30 P.M.	City Hall, 101 Green Street
City Council	Mon. April 14	6:30 P.M.	City Hall, 101 Green Street

# CITY OF GALENA, ILLINOIS

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



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: March 19, 2014

RE: Budget Public Hearing

At the upcoming council meeting, a public hearing is scheduled for the proposed Fiscal Year 2014-15 Operating Budget. I am attaching the budget transmittal memorandum providing a detailed review of the proposed budget. The budget may be accessed on the homepage of the city website at [www.cityofgalena.org](http://www.cityofgalena.org) (under the News category). Copies are also available upon request.

At the March 17 budget work session, we discussed options for the scope of the Police Department relocation. Our staff is still working on refining the project and estimating costs. I do not expect to have new information ready in time for the meeting on Monday.

Based on the first work session, the following items may require additional discussion and action.

Item	Cost
ARC Donation	\$10,000
Galena History Museum Utility Costs	\$10,000
New Excavator (part of cost omitted)	\$11,000
Police Department Squad Laptops	\$23,000
Police Department Remodel	\$???

We could schedule a second work session for April 7, or continue the budget discussion at the regular meeting of April 14. If you have any questions, please let me know.

# 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: March 10, 2014

RE: FY 2014-15 Operating Budget Transmittal

I am attaching for your consideration the Fiscal Year 2014-15 (FY15) City of Galena Operating Budget. This report is intended to provide you with a brief overview of the budget in preparation for our upcoming budget work sessions. The first work session is scheduled for March 17 at 5:00 p.m. at the new City Hall.

In preparing the budget, the staff and I attempt to be realistic when projecting revenues and restrained when allocating expenses. While we enter the budget process with the goal of balancing revenues and expenses for all of our 23 funds, the proposed budget contains a total deficit of \$672,900. The deficit is almost entirely the result of several large capital projects, including the Fire Department training facility, the Bartell Boulevard bypass sewer, and the sewer component of the Park Avenue street project. For these projects, the revenues were received in a prior year(s) so the expenses will not be offset by new revenue in the coming budget year.

Even with the proposed budget deficit, I believe the City's finances may still be characterized as healthy and stable. I expect to end the present fiscal year with fund balances totaling \$7.2 million. With the enactment of the proposed deficit budget, the combined fund balance should be approximately \$6.6 million at the end of next fiscal year.

I am hopeful that this report will assist you in understanding my goals in formulating the budget, the proposed operations and projects, the condition of the individual funds, and the condition of the overall City finances.

### Budget Goals

Focusing on long-term financial sustainability across all funds, I approached the budget with the following goals:

- Achieve 100% compliance with our Minimum Fund Balance Policy
- Balance the overall budget so expenses do not exceed revenues
- Balance as many of the 23 individual funds as possible

- Avoid new debt unless needed and a dedicated and stable revenue source exists for debt service
- Fully fund all scheduled debt service and pay down debt early if possible
- Fully fund all contractual obligations
- Maintain or improve the level of services provided to our citizens and businesses
- Implement the Capital Improvement Plan as adopted in late 2013.
- Identify potential operational efficiencies to reduce expenses
- Improve energy efficiency and implement environmentally sustainable practices

While there will be ongoing challenges, I believe the proposed budget controls costs to insure that operations are supported into the future by available revenues.

**Revenue and Expense Summary**

Total revenues, excluding transfers, are projected to decrease 5.3% to \$7,579,090. The decline is mostly explained by the one-time ITEP bike trail grant of \$435,000 included in the current year budget. This grant revenue has not been received and is not expected until FY 16. Total expenses are proposed to decrease by 9% to \$8,251,990. A comparison of revenues and expenses from the current and proposed budgets is shown in Table 1 below. The revenue and expense summary for each fund is provided in Addendum A. I encourage you to review the budget for each individual fund for a more detailed comparison of proposed revenues and expenses to those of past years.

Table 1. Revenue and Expense Summary: FY 2014 and FY 2015

	FY 13-14	Proposed FY 14-15	Percent Change
General Fund Revenues	\$3,110,785	\$2,884,425	-7.3%
Other Revenues	\$4,891,560	\$4,694,665	-4.0%
<b>Total Revenues</b>	<b>\$8,002,345</b>	<b>\$7,579,090</b>	<b>-5.3%</b>
General Fund Expenses	\$3,560,750	\$2,884,425	-19.0%
Other Expenses	\$5,507,815	\$5,367,565	-2.5%
<b>Total Expenses</b>	<b>\$9,068,565</b>	<b>\$8,251,990</b>	<b>-9.0%</b>

**Revenues: Taxes and Fees**

The City collects revenue from a wide variety of sources. For many of the revenue sources, the City has the discretion to modify the tax rate or the fee amount. The proposed budget does not include any new taxes, any tax increases or any significant fee changes. When adopting the property tax levy in November 2013, the city council elected to reduce the property tax rate while slightly increasing (\$24,200) the amount of tax to be collected. No change is proposed for those taxes that could be adjusted during the budget year, such as the Food and Beverage Tax and the Amusement Tax. Water fees, sewer fees, garbage fees, liquor licenses, and other license fees are proposed to remain unchanged. Minor fee restructuring may be recommended at a later date for some of the certain building permit fees.

## **General Fund**

The General Fund is perhaps the best single measure of the current fiscal condition of the City. General Fund revenues are unrestricted and may cross into other funds. In the proposed budget the General Fund is balanced, with revenues equaling expenditures. However, the cost of the Police Department relocation has not been included pending council decisions about the scope of the project. I elected to withhold the Police Department relocation expenditure from the budget to demonstrate that without such a one-time capital cost, we are able to operate within the projected revenue stream.

The projected year-end General Fund balance is expected to remain steady at \$2.21 million from the end of the current fiscal year to the end of next fiscal year. This fund balance would represent 63% of annual operating expenses for the General Fund, exceeding the 40% required by our Minimum Fund Balance Policy. Again, this fund balance would be reduced by an amount equal to the Police Department project cost. Fortunately, the city council slowly grew the balance of the General Fund over the past decade in anticipation of the City Hall and Police Department expenses.

Balancing the General Fund continues to be challenging each year. The General Fund property taxes (General Corporate and Police Protection) were reduced a total \$103,000 for the coming year. This followed a reduction of almost \$80,000 the previous year. The reductions were the result of freezing property tax collections in FY14 and revenue needs in other tax supported funds in the coming fiscal year. Understanding this situation is important when making decisions with long-term cost implications like additional staffing or new debt.

## **Other Major Governmental Funds**

Other Major Governmental Funds are the Parks and Recreation Fund and the Debt Service Fund.

### **Parks Fund**

The proposed budget maintains our commitment to quality parks, open spaces and recreation. All facilities are expected to remain open with full maintenance by City employees and in some cases contractors. The scope of parks maintenance is very broad. In addition to maintaining our seven parks, we maintain approximately five miles of recreational trails and numerous landscaped areas, including those near the welcome signs and at various downtown locations. Our parks crew is responsible for mowing and weeding approximately 90 acres, most of it at least weekly during the growing season.

The proposed budget includes \$200,000 for the construction of public access and amenities at Gateway Park. Our staff is in the final stages of design and expects to bid the project this spring. Construction should be completed this summer. Grant funding from the Department of Natural Resources and the Jo Daviess Conservation Foundation is expected to cover all project costs.

A slight surplus budget is proposed for the Parks Fund. A larger portion of property tax revenue was devoted to the fund this year. As a result, no year-end transfer from the General Fund will be needed to prevent a fund deficit.

### Debt Service Fund

A critical measure of financial sustainability is our ability on a year-to-year basis to service the City's debt. All scheduled debt service, including that debt payable through the Debt Service Fund (non-enterprise fund debt,) is fully funded in the proposed budget. No new debt is proposed. I am not recommending any early pay down of debt. The total principal and interest payments for all Debt Service Fund obligations are \$671,955 for the year.

For the fiscal year ending April 30, 2013, the statutory debt limit for the City was \$8,564,128. This represents the amount of general obligation debt the City could legally incur. The actual debt on April 30, 2013 was \$4,565,844 or 53% of the limit. The statutory debt limit applies to all general obligation debt (backed by property tax) and does not apply to enterprise fund debt.

After all year-end transfers, the two Other Major Governmental Funds are expected to comply with the Minimum Fund Balance Policy.

### Enterprise Funds

Enterprise Funds include: Water, Sewer, Shuttle, Turner Hall, and the Swimming Pool. An Enterprise Fund operates like a business with operational expenses financed or recovered through user charges.

### Water Fund

As part of the \$290,000 Park Avenue project, the water main will be replaced as needed. The proposed Water Fund budget contains \$90,000 for the water main work. The proposed budget also includes \$23,000 for water meter replacements, \$16,000 for the purchase of a mini-excavator, and \$16,000 for a new truck (the other half of the cost is in the Sewer Fund). No other capital projects or expenditures are proposed. The proposed budget for the Water Fund is balanced with a projected year-end fund balance of approximately \$1.04 million. A portion of the fund balance is expected to be spent in FY 16 to undertake a costly water tower maintenance and painting project.

### Sewer Fund

Several sizable capital projects are planned for the Sewer Fund. In addition to the sewer main replacement on Park Avenue, a new lift station is proposed for the intersection of Bouthillier Street and Park Avenue. A new bypass sewer is proposed near Hartig Drug at U.S. 20 and Bartell Boulevard. The bypass sewer is expected to reduce flow and potential back-ups on Franklin Street near the schools. These three projects are budgeted at \$100,000, \$40,000, and \$80,000 respectively. The budget also includes \$16,000 for one-half the cost of a new truck and \$22,000 to replace an end loader. The end loader is on a trade-in schedule every second year. With such significant projects and purchases, the expenses will exceed revenues for the Sewer Fund by \$161,000. Even with the deficit budget, the Sewer Fund is expected to end the coming fiscal year with a balance of approximately \$915,000.

### Shuttle Fund

The downtown shuttle is not projected to operate in 2014. Revenues for the fund are generated entirely from paid parking on Commerce Street. Debt service for the retaining wall at the Winery parking lot is the main expense for the fund. The debt is scheduled to be fully repaid in 2015. The

fund will finish the coming fiscal year in compliance with the Minimum Fund Balance Policy. As suggested in the past, the council may want to consider rolling the Shuttle Fund into the General Fund in the future if the shuttle operation is not resumed.

#### Turner Hall Fund

In the Turner Hall Fund, \$14,000 is budgeted for energy efficiency facility improvements such as storm windows. No other major improvements are planned for FY15. The Turner Hall Committee is continuing to study the possibility of a building addition. The work would likely be funded in part by the Galena Foundation and would not occur until FY 16 at the earliest. With supplemental revenue estimated at \$28,000 from local video gaming, the proposed budget for the fund is balanced. A year-end transfer from the General Fund will not be necessary as the fund is expected to end the coming fiscal year with a surplus of \$42,500.

#### Swimming Pool Fund

The proposed budget for the swimming pool includes funds to continue the three-year facility improvement plan. Projects to be completed this season include, painting the cupola, new pool ladders, replacing the shed, and new features in the children's pool. Some projects planned for the current year have not yet been completed. The poor weather last fall and what appears to be a late spring may delay the resurfacing of the children's pool and some tile work to the coming fiscal year. A year-end subsidy from the General Fund of approximately \$82,500 is planned to zero the projected pool deficit following the coming budget year.

All Enterprise Funds are expected to comply with the Minimum Fund Balance Policy at the end of FY15. A comparison of projected year-end balances to the desired minimum fund balances is shown for all funds in "Addendum B".

#### **Special Revenue Funds**

Special revenue funds include: Economic and Community Development Revolving Loans, Audit, Emergency Services, Garbage, Motor Fuel Tax, Social Security, Illinois Municipal Retirement Fund (IMRF), Liability, Flood Control, Fire Protection, Capital Projects, Insurance Savings Account (ISA), and Accrued Employee Benefits Liability.

Special revenue funds depend almost exclusively on the local property tax for revenue. For most of these funds, costs are expected to increase as their expenses are largely tied to payroll and private or outside service providers. As in past years, the property tax levies for the Special Revenue Funds are expected to generate revenues sufficient to make sure the funds remain in compliance with the Minimum Fund Balance Policy. When expenses in the special revenue funds outpace any growth in the property tax levy, the General Fund property tax revenue will decline at the expense of the special revenue funds. As previously mentioned, this will occur in the coming fiscal year as the General Fund property tax will decline approximately \$103,000 while some of the Special Revenue levies increase. The tax levies to be collected this year for all of the Special Revenue Funds increased nearly \$23,000.

All of the Special Revenue Funds are projected to be in compliance with the Minimum Fund Balance Policy at the end of the coming fiscal year. The budget for each Special Revenue Fund except Flood,

Fire, and ISA are in balance for the coming fiscal year. The Flood and Fire funds have sufficient fund reserves to absorb a one-year deficit. The ISA will be dissolved as part of the 2010 restructuring of the employee health insurance plan. The full fund balance of the ISA, estimated as \$11,200, will be transferred to the General Fund. The elimination of the fund will result in a cost savings of \$16,000 per year.

#### Capital Projects Fund

In the Capital Projects Fund, an expense of \$90,000 is proposed to fund a portion of the Park Avenue project. An additional \$75,000 is budgeted for engineering of the Spring Street project utility relocations. An equal amount of revenue is budgeted since the Illinois Department of Transportation reimburses the City for all engineering costs. The other major expenditures planned for the Capital Projects Fund are debt service payments for completed reconstruction projects like Bouthillier Street, North Main Street, Meeker Street, Dewey Avenue, Jackson Street, and the downtown flood pumps. With the exception of projects funded with grant revenue, dedicated sales tax revenue funds all fund expenses, including debt service.

#### Emergency Services Fund

Our Emergency Services Fund is primarily intended to maintain the civil defense warning sirens throughout the community. Oddly, according to state law, the tax levy for the fund cannot exceed 25% of the city population or \$857. The fund is expected to end the coming fiscal year with a balance of approximately \$2,770. The fund is periodically supplemented with revenue from the General Fund or Fire Protection Fund.

#### Fire Projection Fund

The Fire Protection Fund budget is presented as proposed by the Fire Department. A major expenditure of \$750,000 is budgeted for the construction of the fire training facility in the Industrial Park. Other capital expenditures for the Fire Fund include \$50,000 for a new driveway at the Bench Street facility and \$60,000 for new equipment. Projected expenses for the Fire Fund exceed proposed revenues by \$592,925. The projected year-end fund balance for FY15 is \$813,000. The primary revenue source for the fund is the property tax levy which is the largest of all the tax levies at \$336,450. Fire Department leadership and I continue to work together to keep up-to-date an ongoing 10-year financial plan.

#### Accrued Benefits Liability Fund

The Accrued Benefits Liability Fund was created in 2011 to save for previously unfunded employee benefit liabilities including sick leave and vacation leave. According to the fund policy, a specified percentage of the total benefit liability must be reserved. Fund reserves are utilized to compensate employees for unused leave time (in accordance with the city code) when they leave the employment of the organization. The proposed budget includes a transfer of \$28,300 from the General Fund to the Accrued Benefits Liability Fund. The projected fund balance at the end of next fiscal year is \$91,501.

**Major Expenditures**

Proposed Capital Improvement Plan projects and other purchases of \$10,000 or more that are included in the proposed budget are shown in Table 2 below. These expenses total more than \$1.8 million.

Table 2. Proposed Capital Improvement Plan and Other Major Expenditures

Expense Account	Fund	Description	Amount
01.21.918.01	General	New Police vehicle	\$30,780
01.41.840.01	General	New Public Works truck	\$60,000
01.41.860.00	General	Street improvement program	\$10,000
01.41.863.07	General	Downtown crosswalk replacement	\$10,000
01.41.863.11	General	Scenic Meadows settlement	\$60,000
17.52.830.01	Parks	Mower replacement	\$10,000
17.52.870.02	Parks	Gateway Park project	\$200,000
22.22.840.00	Fire	New equipment	\$60,000
22.22.840.05	Fire	Fire training facility	\$750,000
22.22.844.04	Fire	Replace driveway	\$50,000
41.61.860.02	Capital Projects	Park Avenue reconstruction project	\$90,000
43.61.860.07	Capital Projects	Spring Street project engineering	\$75,000
51.42.831.00	Water	Water meter replacement	\$23,000
51.42.831.01	Water	New truck (shared cost with Sewer)	\$16,000
51.42.831.03	Water	Excavator	\$16,000
51.42.831.04	Water	Park Avenue reconstruction project	\$90,000
52.43.850.06	Sewer	New truck (shared cost with Water)	\$16,000
52.43.850.09	Sewer	Bouthillier Street lift station	\$40,000
52.43.850.11	Sewer	Bartell sewer project	\$80,000
52.43.850.12	Sewer	Park Avenue reconstruction project	\$100,000
52.43.850.13	Sewer	End loader replacement	\$22,000
58.54.820.00	Turner Hall	Building Improvements	\$14,000
		<b>TOTAL</b>	<b>\$1,822,780</b>

Settling the longstanding Galena Scenic Meadow litigation will come at a cost of approximately \$60,000 for settlement fees and engineering. As a result of this expense, I am recommending a one-year delay of the five-year alley improvement program contained in the Capital Improvement Plan. The alley costs were estimated at \$34,500. A total of \$10,000 from the General Fund is proposed for the street improvement program. This would be used for repairs as needed.

**Personnel Expenditures**

The City currently has 28 full-time, 18 part-time, and approximately 45 seasonal employees. Most of the part-time employees work in the police and fire departments. Most of the seasonal employees work at the pool. At this time, a Police Officer position and the Facility Manager position are vacant. The proposed budget includes funds to fill the vacant Police Officer position but not the Facility Manager position.

The proposed budget includes pay increases for the seven Police Department union employees as required by the four-year collective bargaining contract that expires April 30, 2016. The Police union employees are scheduled for a 3.25% per hour wage increase effective May 1. These union employees also receive an additional 1% pay increase every fifth year of employment with the City.

Eight Public Works Department employees are members of the Teamsters union. The proposed budget includes a 3.25% pay increase on May 1 in accordance with the collective bargaining contract that expires on April 30, 2017. Like the police union employees, these union employees also receive an additional 1% pay increase every fifth year of employment with the City.

The proposed budget also includes a 3.25% pay increase for the City’s 15 non-union employees. Non-union employees have not traditionally received any additional pay for longevity. The employee compensation breakdown by employee group is shown below in Table 3. Proposed compensation by employee is shown in Addendum C.

Table 3. Employee Compensation for FY 2014-15

Employee Group	Number of Employees	Union Contract Pay Increase	Union Contract Other Pay
Police Union	7	3.25%	+1% every 5 years
Public Works Union	8	3.25%	+1% every 5 years
Non-Union	14	3.25%	NA

**Summary**

While revenues are generally flat or shrinking, the proposed budget controls expenses and still maintains services and amenities for our residents and businesses. The budget also facilitates the replacement of key equipment, the maintenance and improvement of infrastructure, and the addition of new amenities like Gateway Park. The provision of services, planned improvements, and equipment enhancements would be accomplished without raising taxes and fees.

Perhaps the main unresolved budget issue is the scope and cost of the Police Department relocation to the current City Hall space. I expect this to be a subject of discussion during the budget work sessions. The eventual decision will determine the final General Fund budget and projected fund balance.

I believe that a projected year-end fund balance of \$6.6 million, a balanced General Fund, and perhaps most important, compliance with our Minimum Fund Balance Policy across all funds, are indicators that we continue to be fiscally responsible and sustainable. As always, I hope you will appreciate the ongoing efforts of our dedicated staff to operate and budget cost effectively. Thank you for your consideration of the FY15 budget.

## REVENUE AND EXPENSE COMPARISON: ALL FUNDS

### PROPOSED FY 2014-15 Budget

Fund No.	Budget Funds	FY 14-15 Revenues	FY 14-15 Expenditures	Revenues minus Expenses
1	General Fund	\$ 3,329,160	\$ 3,329,160	\$ -
3	Comm. Develop. Revolving Loan	\$ 400	\$ -	\$ 400
4	Econ. Develop. Revolving Loan	\$ 11,100	\$ -	\$ 11,100
11	Audit	\$ 30,635	\$ 26,425	\$ 4,210
12	Emergency Services	\$ 2,860	\$ 2,750	\$ 110
13	Garbage	\$ 245,010	\$ 242,640	\$ 2,370
14	Liability	\$ 276,950	\$ 276,720	\$ 230
15	Motor Fuel Tax	\$ 95,500	\$ 95,500	\$ -
16	IL Municipal Retirement Fund	\$ 226,600	\$ 226,600	\$ -
17	Parks	\$ 384,100	\$ 379,310	\$ 4,790
19	Social Security	\$ 173,550	\$ 125,000	\$ 48,550
20	Flood	\$ 45,150	\$ 56,325	\$ (11,175)
22	Fire	\$ 367,400	\$ 960,325	\$ (592,925)
41	Capital Projects Fund	\$ 453,500	\$ 430,205	\$ 23,295
51	Water	\$ 729,860	\$ 729,860	\$ -
52	Sewer	\$ 1,136,510	\$ 1,297,535	\$ (161,025)
53	Shuttle	\$ 19,200	\$ 37,955	\$ (18,755)
58	Turner Hall	\$ 48,000	\$ 48,000	\$ -
59	Pool	\$ 173,365	\$ 173,365	\$ -
60	Debt Service Fund	\$ 671,955	\$ 671,955	\$ -
74	Insurance Savings Account	\$ 50	\$ 11,250	\$ (11,200)
77	Cable TV Fund	\$ 25	\$ -	\$ 25
78	Accrued Benefits Liability Fund	\$ 28,300	\$ 1,200	\$ 27,100
<b>TOTALS</b>		<b>\$ 8,449,180</b>	<b>\$ 9,122,080</b>	<b>\$ (672,900)</b>

**Projected Year-End Fund Balances vs. Fund Balance Policy  
FY 2013-14 and FY 2014-15**

Fund No.	Fund	Projected Fund Balance 30-Apr-14	Percent of Annual Expenses	Compliant with Policy? Yes/No	Projected Fund Balance 30-Apr-15	Percent of Annual Expenses	Compliant with Policy? Yes/No
1	General	\$ 2,214,326	67%		\$ 2,210,326	66%	Yes
3	Comm. Develop. Revolving Loan <sup>1</sup>	\$ 86,186	172%		\$ 86,586	173%	Yes
4	Econ. Develop. Revolving Loan <sup>2</sup>	\$ 231,187	462%		\$ 242,287	485%	Yes
11	Audit	\$ 14,323	54%		\$ 18,533	70%	Yes
12	Emergency Services	\$ 2,659	97%		\$ 2,769	101%	Yes
13	Garbage	\$ 162,861	67%		\$ 165,231	68%	Yes
14	Liability	\$ 137,185	50%		\$ 137,415	50%	Yes
15	Motor Fuel Tax	\$ 229,372	240%		\$ 229,372	240%	Yes
16	IL Municipal Retirement Fund	\$ 81,713	36%		\$ 81,713	36%	Yes
17	Parks	\$ 2,629	1%		\$ 7,419	2%	Yes
19	Social Security	\$ 71,107	57%		\$ 119,657	96%	Yes
20	Flood	\$ 28,382	50%		\$ 17,207	31%	Yes
22	Fire	\$ 1,406,057	146%		\$ 813,132	85%	Yes
41	Capital Projects Fund	\$ 249,242	58%		\$ 272,537	63%	Yes
51	Water	\$ 1,047,466	144%		\$ 1,047,466	144%	Yes
52	Sewer	\$ 1,075,523	83%		\$ 914,498	70%	Yes
53	Shuttle	\$ 41,044	108%		\$ 22,289	59%	Yes
58	Turner Hall	\$ 42,542	89%		\$ 42,542	47%	Yes
59	Pool	\$ (40,105)	-23%		\$ 4,000	2%	Yes
60	Debt Service Fund	\$ 90,064	13%		\$ 90,064	13%	Yes
74	Insurance Savings Account	\$ 11,217	224%		\$ 17	0%	Yes
77	Cable TV Fund	\$ 5,072	\$5000 + Int.		\$ 5,097	\$5000 + Int.	Yes
78	Benefits Liability	\$ 64,401	NA		\$ 91,501	NA	Yes
	<b>TOTALS</b>	<b>\$ 7,254,452</b>			<b>\$ 6,621,658</b>		

Notes:

<sup>1</sup> Based on annual expenses of \$50,000

<sup>2</sup> Based on annual expenses of \$50,000

**CITY OF GALENA, ILLINOIS: FY 2014-2015 DISTRIBUTION OF WAGES BY FUND (DRAFT 1)**

	TOTAL GROSS WAGES	FUND														TOTAL
		Public Works	Garbage	Parks	Water	Sewer	Flood Control	Admin	Engineering	Finance	Zoning	Building	Police	Fire	Pool	
<b>DEPARTMENT OF PUBLIC WORKS</b>																
Rigdon, James (Director)	\$65,700	95%					5%									
		\$62,415					\$3,285									\$65,700
Jason Bingham (Assistant Foreman)	\$49,181	73%		4%	10%	10%	3%									
		\$35,902		\$1,967	\$4,918	\$4,918	\$1,475									\$49,181
Rury, David (Assistant Foreman)	\$46,987	50%					50%									
		\$23,494		\$23,494			\$23,494									\$46,987
Tim Bussan (Operator 1)	\$43,505	78%		7%	7%	5%	3%									
		\$33,934		\$3,045	\$3,045	\$2,175	\$1,305									\$43,505
Kuhn, Brian (Operator 1)	\$45,922	78%		7%	7%	5%	3%									
		\$35,819		\$3,215	\$3,215	\$2,296	\$1,378									\$45,922
Miller, Jeff (Parks Laborer)	\$36,527	78%		7%	7%	5%	3%									
		\$28,491		\$2,557	\$2,557	\$1,826	\$1,096									\$36,527
Montgomery, Rusty (Operator 2)	\$41,678	78%		7%	7%	5%	3%									
		\$32,509		\$2,917	\$2,917	\$2,084	\$1,250									\$41,678
Frank, David (Operator 2)	\$42,729	78%		7%	7%	5%	3%									
		\$33,329		\$2,991	\$2,991	\$2,136	\$1,282									\$42,729
Sinagra, Kevin (Laborer)	\$36,166	78%		7%	7%	5%	3%									
		\$28,209		\$2,532	\$2,532	\$1,808	\$1,085									\$36,166
Seasonal	\$34,000		\$6,000	\$28,000												\$34,000
<b>ADMINISTRATIVE</b>																
Price, Deb (Admin. Asst.)	\$26,355				30%	30%					40%					
					\$7,907	\$7,907					\$10,542					\$26,355
Vacant (Facilities Manager)		20%		50%			5%	25%								
Hyde, Mary Beth (Office Manager)	\$34,652		25%					25%			50%					
			\$8,663					\$8,663			\$17,326					\$34,652
Oldenburg, Matt (Zoning Administrator)	\$48,011										100%					
											\$48,011					\$48,011
Pepple, Cindy (Finance Director)	\$62,469				5%	5%					90%					
					\$3,123	\$3,123					\$56,222					\$62,469
Moran, Mark (City Administrator)	\$92,669				5%	5%		90%								
					\$4,633	\$4,633		\$83,402								\$92,669
Nack, Joe (City Attorney)	\$50,413				0%	0%		66%			14%	10%	10%			
					\$0	\$0		\$33,272			\$7,058	\$5,041	\$5,041			\$50,413
Lewis, Andy (City Engineer)	\$73,180	43%			12%	10%	5%		30%							
		\$31,468			\$8,782	\$7,318	\$3,659		\$21,954							\$73,180
Stewart, Duff (Building Inspector)	\$55,755	30%										70%				
		\$16,727										\$39,029				\$55,755
Brotheridge, Bob (Electrical Inspector)	\$8,378											\$8,378				\$8,378
Aldous, Mike Part Time Plumbing Inspector	\$7,744											100%				
												\$7,744				\$7,744
Johnson, Shirley (Receptionist/Admin.Asst.)	\$32,862							50%				50%				
								\$16,431				\$16,431				\$32,862
White, Elaine (Custodian)	\$10,646										100%					
											\$10,646					\$10,646
<b>POLICE DEPARTMENT</b>																
Johnson, Nathan (Officer)	\$42,136												100%			
													\$42,136			\$42,136
Davis, Mary (Clerk/Disp./Sec.)	\$37,674												100%			
													\$37,674			\$37,674
Hefel, Eric (Ltn.)	\$57,615												100%			
													\$57,615			\$57,615
Werner, Chuck (Sgt.)	\$55,391												100%			
													\$55,391			\$55,391
Huntington, Lori (Chief of Police)	\$61,831												100%			
													\$61,831			\$61,831
Vacant (Officer)	\$46,467												100%			
													\$46,467			\$46,467
Salzman, William (Ltn.)	\$57,615												100%			
													\$57,615			\$57,615
Wubben, Tim (Officer)	\$44,531												100%			
													\$44,531			\$44,531
Yett, Tony (Officer)	\$44,208												100%			
													\$44,208			\$44,208
Barklow, Don (Officer)	\$49,074												100%			
													\$49,074			\$49,074
Brandel, Keith (Officer)	\$46,432												100%			
													\$46,432			\$46,432
(Seasonal Public Safety Officer)	\$9,540													100%		
													\$9,540			\$9,540

		FUND														
TOTAL GROSS WAGES		Public Works	Garbage	Parks	Water	Sewer	Flood Control	Admin	Engineering	Finance	Zoning	Building	Police	Fire	Pool	TOTAL
<b>FIRE DEPARTMENT</b>																
Beadle, Randy (Fire Chief)	\$4,800													100%		\$4,800
Connley, Bob (Assistant Fire Chief)	\$2,400													100%		\$2,400
Calvert, Matt (Secretary)	\$1,200													100%		\$1,200
Werner, Terry (Vehicle Maintenance)	\$1,500													100%		\$1,500
Benson, Dan (Fire House Janitor)	\$5,500													100%		\$5,500
Temperly, Brett (Fire Prevention Inspector)	\$6,000													100%		\$6,000
Beadle, Randy (Assistant Fire Prevention Insp.)	\$1,500													100%		\$1,500
<b>SWIMMING POOL</b>	\$88,000														100%	\$88,000
<b>TOTAL</b>	<b>\$1,608,943</b>	<b>\$338,802</b>	<b>\$8,663</b>	<b>\$42,718</b>	<b>\$44,089</b>	<b>\$38,418</b>	<b>\$38,224</b>	<b>\$141,769</b>	<b>\$21,954</b>	<b>\$84,194</b>	<b>\$65,611</b>	<b>\$76,622</b>	<b>\$ 557,555</b>	<b>\$21,400</b>	<b>\$88,000</b>	<b>\$1,608,961</b>

**MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 10 MARCH 2014**

**14C-0079 – 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 10 March 2014.

**14C-0080 – ROLL CALL**

Upon roll call the following members were present: Bernstein, Fach, Greene, Kieffer, Lincoln, Renner

Absent: Painter

**14C-0081 – ESTABLISHMENT OF QUORUM**

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

**14C-0082 – PLEDGE OF ALLEGIANCE**

The Pledge was recited.

**14C-0083 - REPORTS OF STANDING COMMITTEES**

**Turner Hall Committee** – Fach reported the Turner Hall Committee met on March 6<sup>th</sup>. Adam Jonson presented renderings of the addition of bathrooms, storage space and the relocation of the kitchen. The committee felt enthusiastic about the plans. City Engineer, Andy Lewis, recommended adding outdoor seating on the roof top of the addition with a baluster around to match the front balcony. The committee liked the idea.

Lincoln questioned if any thought has been given to how to market Turner Hall. Fach advised it has been brought up at the meetings. All renters are being asked to complete a questionnaire. This will give the committee some idea of shortcomings, etc. The majority of the marketing is through the website. There have been some talks of potentially getting VisitGalena involved.

**14C-0084 – PUBLIC COMMENTS**

**Fred Bonnet, 213 N. Main Street** – Bonnet stated it would be great to get VisitGalena involved with Turner Hall. They would be happy to market it.

Bonnet reported VisitGalena has put out a posting for a new CEO. They have received 20 resumes. Interviews will be held in April. We finished up 9 percent last year. The beginning of this year is down. They will be starting a campaign in downtown Chicago in CTA bus stations marketing Main Street as the number one Main Street. A kiosk will be placed in Woodfield Mall as well. Bonnet commended Tonia Blair for doing a great job and advised they would be giving her assistance.

**Beth Baranski, 1015 S. Bench Street** – Baranski advised she is working with the League of Women Voters on conducting a naming contest for the natural spring on the Galena River Trail. Baranski requested this item be removed from the agenda. She advised she has been doing testing on the spring. There has been some questions that because the water is so pure, it could be an old abandoned well. She did find there was a building in that location in 1893. She would prefer to do a little more research to determine whether it is a spring or an abandoned well. She advised there has been concrete dumped in the area. She stated it would be helpful to have that the concrete removed to allow her to probe down to determine if there is a casing.

**LIQUOR COMMISSION**

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

**Discussion:** None.

**Roll Call:** AYES: Fach, Greene, Kieffer, Lincoln, Bernstein, Renner  
NAYS: None  
ABSENT: Painter

The motion carried.

**14C-0085 – DISCUSSION AND POSSIBLE ACTION ON RESCINDING A CLASS B LIQUOR LICENSE HELD BY BONNIE HAUSMAN, CHOCOLAT’, 229 S. MAIN STREET**

**Motion:** Greene moved, seconded by Bernstein, to approve rescinding the Class B Liquor License held by Bonnie Hausman, Chocolat’, 229 S. Main Street.

**Discussion:** None.

**Roll Call:** AYES: Greene, Kieffer, Lincoln, Bernstein, Fach, Renner  
NAYS: None  
ABSENT: Painter

The motion carried.

**14C-0086 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR A CLASS B CORPORATION LIQUOR LICENSE FOR CHOCOLAT’ INC., 229 S. MAIN STREET, FOR A TERM ENDING APRIL 30, 2015**

**Motion:** Greene moved, seconded by Bernstein, to approve the application for a Class B Corporation Liquor License for Chocolat’ Inc., 229 S. Main Street, for a term ending April 30, 2015, item 14C-0086.

**Discussion:** None.

**Roll Call:** AYES: Kieffer, Lincoln, Bernstein, Fach, Greene, Renner  
NAYS: None  
ABSENT: Painter

The motion carried.

**CONSENT AGENDA CA14-05**

**14C-0087 – APPROVAL OF MINUTES OF THE REGULAR CITY COUNCIL MEETING OF FEBRUARY 24, 2014**

**14C-0088 – APPROVAL OF REQUEST BY THE GALENA LIONS CLUB TO UTILIZE DEPOT PARK ON SATURDAY, SEPTEMBER 30, 2017 AND SATURDAY, SEPTEMBER 29, 2018**

**Motion:** Fach moved, seconded by Kieffer, to approve Consent Agenda CA14-05.

**Discussion:** None.

**Roll Call:** AYES: Bernstein, Fach, Greene, Kieffer, Lincoln, Renner

NAYS: None  
ABSENT: Painter

The motion carried.

**NEW BUSINESS**

**14C-0089 – DISCUSSION AND POSSIBLE ACTION ON A REQUEST BY THE LEAGUE OF WOMEN VOTERS TO CONDUCT A NAMING CONTEST FOR THE NATURAL SPRING ON THE GALENA RIVER TRAIL**

This item was withdrawn.

**14C-0090 – DISCUSSION AND POSSIBLE ACTION ON CONTRACTS FOR JANITORIAL SERVICES**

The following bids were received:

Facility	Mary Halstead Cost Per Month	Beautiful Restorations Cost Per Month
City Hall	\$450	\$800
Public Restrooms	\$450	\$675
South Recreation Park Restrooms	\$450	\$650
North Recreation Park Restrooms	\$450	\$650
Grant Park Restrooms	\$450	\$455

**Motion:** Fach moved, seconded by Greene, to approve the contracts for janitorial services to Mary Halstead for all locations.

**Discussion:** Greene noted Mary Halstead was the low bidder.

**Roll Call:** AYES: Bernstein, Fach, Greene, Kieffer, Lincoln, Renner  
NAYS: None  
ABSENT: Painter

The motion carried.

**14C-0091 – FIRST READING OF AN ORDINANCE AMENDNG THE ZONING ORDINANCE TO PERMIT TOUR OF HOMES IN CERTAIN COMMERCIAL AND RESIDENTIAL DISTRICTS**

**Motion:** Fach moved, seconded by Greene, to approve the first reading of an ordinance amending the Zoning Ordinance to permit tour of homes in certain commercial and residential districts.

**Discussion:** Lincoln questioned item #3 under regulations regarding signs. He questioned if this would prohibit the use of sandwich boards saying this is the house. Moran advised no signage would be allowed on premise. All advertising would be done off premise.

Lincoln also questioned item #5 under regulations regarding times. He questioned why there was a two hour down time between 4:30 p.m. and 6:30 p.m. Moran advised they were trying to be sensitive to the neighborhood by not having traffic all the way through the dinner hour.

Bernstein questioned the use of the name "tour of homes". She felt it will be confusing for people. She felt they may want to address the name and change it to make it a little more distinct.

**Roll Call:** AYES: Kieffer, Bernstein, Fach, Greene, Renner  
NAYS: Lincoln  
ABSENT: Painter

The motion carried.

**14C-0092 – DISCUSSION AND POSSIBLE ACTION ON CONTRACT WITH MSA PROFESSIONAL SERVICES FOR PARK AVENUE ENGINEERING DESIGN SERVICES**

**Motion:** Greene moved, seconded by Kieffer, to approve a contract with MSA Professional Services for Park Avenue Engineering Design Services in an amount not to exceed \$28,600.

**Discussion:** Lincoln questioned if this was going to be a complete redo of the sewer lines or just as needed. He felt it would be better to replace all of them.

Lewis advised they will be doing a camera of the sewer lines in the near future. If all of the lines are in poor condition, they will replace all of it.

Fach stated this would be a good opportunity to put in a brick street. If not brick, he would be favor of concrete.

Lewis advised he could add concrete as an alternate so we can get pricing.

**Roll Call:** AYES: Greene, Kieffer, Lincoln, Bernstein, Fach, Renner  
NAYS: None  
ABSENT: Painter

The motion carried.

**14C-0093 – WARRANTS**

**Motion:** Bernstein moved, seconded by Lincoln, to approve the Warrants as presented.

**Discussion:** Greene questioned if we have six squad cars. He was advised we do. Greene also noted it took \$2,200 to heat Turner Hall last month. He feels with a little work we can save money down there.

Moran advised the ceiling fans at Turner Hall have been installed. Andy Lewis is working on getting the internet connection to install remote monitoring so we can monitor what is going on in terms of HVAC from City Hall.

Fach questioned the bill for Holland Plumbing in the amount of \$2,000 for bathroom repairs. Moran advised this was for the new toilets and faucets at the pool.

**Roll Call:** AYES: Lincoln, Bernstein, Fach, Greene, Renner  
NAYS: None  
ABSTAIN: Kieffer  
ABSENT: Painter

The motion carried.

**14C-0094 – ALDERPERSONS' COMMENTS**

Spring is here!

**Police Officer** – Bernstein stated she would like us to hire a new law enforcement officer that is fluent in Spanish. She feels it will improve communications amongst the Spanish living in our community.

**City Hall** – Bernstein stated she was in the new city hall today. It is very nice and something the city can really be proud of.

**Welcome Back** – Fach stated he was glad to see Shirley back at work.

**14C-0095 – CITY ADMINISTRATOR’S REPORT**

**Spring/Gear Street** – Moran advised it has been over a month since we adopted the resolution letting the Department of Transportation know that we are not opposed to the plans for Spring Street. The Illinois Historic Preservation Agency has not signed off on the project. They are considering an adverse effect on the plan. The Department of Transportation will be meeting with the Illinois Historic Preservation Agency in early April. We will be informed of what is going on after that meeting. Moran advised no matter what Gear Street will not be done next year and Spring Street will likely not happen in 2015.

**Budget Worksession** – The first budget work session is scheduled for Monday, March 17, 2014. It will be held at the New City Hall at 101 Green Street.

**Moving Day** – Moran advised City Hall will be closed on Friday for moving. The official opening of the new building will be Monday, March 17<sup>th</sup> if all goes well.

**14C-0096 – MAYOR’S REPORT**

Mayor Renner stated “the move is on”. All is excellent and spring has sprung!

**14C-0097 - ADJOURNMENT**

**Motion:** Kieffer moved, seconded by Fach to adjourn.

**Discussion:** None.

**Roll Call:** AYES: Lincoln, Bernstein, Fach, Greene, Kieffer, Renner  
NAYS: None  
ABSENT: Painter

The motion carried.

The meeting adjourned at 7:02 p.m.

Respectfully submitted,



Mary Beth Hyde  
City Clerk

**MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 17 MARCH 2014**

**14C-0098 – CALL TO ORDER**

Mayor Terry Renner called the regular meeting to order at 5:00 p.m. in the Board Chambers at 101 Green Street on 17 March 2014.

**14C-0099 – ROLL CALL**

Upon roll call the following members were present: Bernstein, Fach, Greene, Kieffer, Lincoln, Renner

ABSENT: Painter

**14C-0100 – ESTABLISHMENT OF QUORUM**

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

**14C-0101 – PLEDGE OF ALLEGIANCE**

The Pledge was recited.

**NEW BUSINESS**

**14C-0102 – REVIEW OF DRAFT 1 OF THE FY 2014-15 OPERATING BUDGET**

Mark Moran, City Administrator, gave a brief PowerPoint presentation and overview of the proposed Fiscal Year 2014-2015 Operating Budget highlighting the following:

1. Budget Goals
2. Budgeting Methodology—Zero Based Budgeting
3. Budget Summary
4. Projected Fund Balances
5. Capital Projects and Expenses
6. Street Improvement Sales Tax
7. Debt Summary
8. Staffing Efficiency
9. Pending Budget Issues

**Discussion:** Moran presented three options for the Police Department Relocation. Option A involved minimal remodeling of the old City Hall at a cost of \$. Option B involved a more extensive remodel at a cost of \$ and Option C was obtaining a property and doing a complete remodel at a cost of \$. Council voiced concern with sticking to much money into the old City Hall building. They directed Moran to come up with a plan that would come in somewhere between the cost of Option A and B.

**14C-0103 – REVIEW OF BUDGET PROCESS SCHEDULE**

Moran presented and outline of the proposed budget schedule.

**14C-0104 - ADJOURNMENT**

**Motion:** Kieffer moved, seconded by Bernstein, to adjourn.

**Discussion:** None.

**Roll Call:** AYES: Lincoln, Bernstein, Fach, Greene, Kieffer, Renner  
NAYS: None

Regular Board Meeting

17 March 2014

ABSENT: Painter

The motion carried.

The meeting adjourned at 6:27 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Mary Beth Hyde". The signature is written in a cursive style with a large, stylized initial "M".

Mary Beth Hyde  
City Clerk

GALENA AREA EMERGENCY MEDICAL SERVICES DISTRICT

AGREEMENT FOR 2014/2015

This agreement made and entered into this 15th day of March 2014, by and between the Galena Area Emergency Medical Services District, an Illinois Not-For-Profit Corporation, hereinafter referred as the "Corporation", and City of Galena, Jo Daviess County, Illinois hereinafter referred to as the, (City, Township or Village) wherein it is mutually acknowledged and agreed as follows:

1. That the Corporation hereby agrees to provide ambulance services to any person or persons in need of said service physically present or located in said City.
2. That the term of this Agreement shall be from 12:01 A.M. May 1, 2014 to April 30, 2015 at Midnight.
3. That the City agrees to pay the Corporation the sum of **\$20,574.00** that said sum is based upon per capita assessment for every resident in said City, according to the 2010 census which states **3429** residents, said sum to be paid on or before June 1, 2014.
4. It is the intention of the Corporation and the City that the arrangement provided for in this Agreement shall continue for an additional one (1) year term, after the initial expiration of the initial term provided for herein. In the event that either party elects to terminate the relationship provided for under this agreement, the party electing to terminate must give written notice to the other party on or before December 31st which immediately precedes the May 1 - April 30 the year for which the arrangement shall be terminated,. In the event that such notice is not given, the Corporation and the City shall enter into an Agreement for the next May 1 - April 30 year which will be substantially the same as in the Agreement, accept for the contribution to be paid by the City for that year as provided in Paragraph 3 of the Agreement.
5. Payment and signed Agreement shall be sent to:

Galena Area Emergency Medical Services:  
Nancy Schamper  
4040 N. Rawlins Road  
Galena, IL 61036

And for the City to:

Mayor of the City of Galena  
Terry Renner  
312 1/2 Main Street  
Galena IL 61036

6. That all rules, regulations, guidelines, agreements regarding cost of services and any other agreements relating to the operation of the Corporation including the hiring and compensation of personal shall be established by the Board of Directors of the Corporation.

7. That the Corporation shall furnish the City with an annual financial statement reflecting receipts, disbursements and account balances of said Corporation, commencing with the first regular meeting of the Board of Directors of said Corporation and annually thereafter.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed on behalf of each Governmental body by their duly elected official empowered to so execute this document as the date first above written.

GALENA AREA EMERGENCY CITY,  
MEDICAL SERVICES DISTRICT  
An Illinois Not-For-Profit Corporation

TOWNSHIP, VILLAGE, CITY  
JODAVIESS COUNTY ILLINOIS

BY: 

\_\_\_\_\_

ATTEST: 

\_\_\_\_\_

(Executed in Duplicate)

**CHANGE ORDER SUMMARY**

Number: #6 Date of Issuance: 12 March 2014

Project: New City Hall

OWNER: City of Galena

ADDRESS: 312-1/2 N. Main Street, Galena, IL 61036

CONTRACTOR: Montgomery Timmerman Inc.  
205 S. Oak Street, Galena, IL. 61036

ENGINEER/ARCHITECT: Baranski Hammer Associates

You are directed to make the following changes in the Contract Documents:

DESCRIPTION OF CHANGE ORDER:

**Ref # - Architects Change Order Reference Number**

Ref.#	Work Item	Justification	Cost \$
34	Replace focal point metro lights with LED can lights in offices	LED can lights better suited to office installation and less expensive	(2,639.26)
35	Upgrade from overhead service to 320 amp underground service	Overhead service less visually obtrusive and better fit with layout of building	336.00
36	Additional tiles and crossbars to ceiling in copy area. Additional countertop and bracket installation. Upgrade of faucets to motion activated. Install rear door stop	All items need to achieve consistency of finishes and better operation of facilities	2,654.32
	<b>TOTAL</b>		<b>351.06</b>

ATTACHMENTS: Refer to work change directives and architect's change orders

CHANGE IN CONTRACT PRICE:

Original Contract price, including alternates 1-5		\$951,185.00
Net Change previous Change Orders	ADD	\$128,215.50
Revised Contract price with previous change orders		\$1,079,400.50
Net Change of this Change Order	ADD	\$351.06
Contract price with all approved Change Orders		<b>\$1,079,751.60</b>

CHANGE IN CONTRACT TIME:

Original Contract Substantial Completion Date	15 November 2013
Contract Completion Date Adjustment previous Change Orders	7 days
Contract Completion Date Adjustment this Change Order	82 days
Adjusted Contract Substantial Completion Date including Change Orders	14 February 2014

Recommended by:

\_\_\_\_\_  
ENGINEER

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_  
OWNER

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_

\_\_\_\_\_

# 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: March 18, 2014

RE: Country Fair Contract

A handwritten signature in black ink, appearing to read "Mark Moran", is positioned to the right of the "FROM:" line.

Jo Daviess Country Fair Charities proposes to utilize Grant Park on October 9, 10 and 11 for the annual Country Fair. The proposed agreement is unchanged from 2013. I am not aware of any issues with the event that would necessitate any changes to the agreement.

Please let me know if you have any questions.

## AGREEMENT

This Agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2014 between the City of Galena, a Municipal Corporation, (hereinafter referred to as "City") and the Jo Daviess County Country Fair Charities Inc. (hereinafter referred to as "user") for the exclusive use of Galena's Grant Park for a craft fair on October 09 and 10, 2014 and the weekend of October 11 and 12, 2014.

It is mutually agreed that this Agreement grants the User and its exhibitor's exclusive use of Grant Park for the sole and only purpose of sponsoring a craft fair.

In consideration of the privileges hereinafter granted by the City, User is hereby granted the right to occupy Grant Park for the purposes set forth below, subject to the terms and conditions of this Agreement:

1. City shall permit User the exclusive use of Grant Park for set up on October 09 & 10, 2014 and the weekend of October 11 and 12, 2014, to conduct a craft fair.

2. User shall be required to deposit the amount of Five Hundred and 00/100 Dollars (\$500) with the City of Galena as and for a security deposit for the premises. City shall have the right, but not the obligation to apply the security deposit in whole or in part as payment for such amounts as are reasonably necessary to remedy User's defaults of the covenants or agreements contained herein or to correct damages that occur to the Park. User's potential liability is not limited to the amount of the security deposit.

3. User shall be responsible for park setup, daily clean-up and maintenance related to the use and occupancy of Grant Park. User shall not be responsible for damage to Park structures, equipment, grass and foliage.

4. User agrees to pay to City for the rights and privileges herein granted, sum equal to 50 percent of the net gate donation to the Fair for each day of the Fair, with the total not to exceed \$10,000.00

The amount due to the City must be settled within (30) days of the Fair.

5. User agrees that authorized City personnel shall have access to the premises at all times.

6. User further agrees to indemnify and save harmless City, its officers, agents and employees from any and all claims, causes of actions and suits accruing or resulting from any damage, injury or loss to any person or persons, caused by, arising out of, or in any way connected with exercise of the User (and its exhibitors) of the privileges here granted.

7. It is mutually agreed that this Agreement and the privileges granted here or any part of this Agreement cannot be assigned or otherwise disposed of without written consent of the City.

8. It is mutually understood and agreed that no alteration or variation of the terms of this Agreement shall be valid, unless made in writing and signed by the parties, and that no oral understandings or agreements not incorporated here and no alterations or variations of the terms of this Agreement, unless made in writing and signed by the parties, shall be binding upon any of the parties.

9. The privileges here granted shall be granted according to the laws of the State of Illinois and the ordinances of the City of Galena.

10. The City reserves the right to regulate parking of all motor vehicles in Grant Park. No automobiles, trucks or trailers will be permitted to park overnight at Grant Park without a special vehicle permit, issued through the Chief of Police.

11. All food and drink stands must comply with applicable State and local food laws.

12. Dumpsters will be furnished and disposal fees paid by User; User must keep covered, at all times, garbage cans and dumpsters. User shall keep Grant Park free of refuse, litter and waste matter.

13. User shall provide and pay for port-a-potties in Grant Park in a sufficient number to accommodate the anticipated crowd as specified in the Illinois Plumbing Code.

14. User will require all exhibitors to post in a conspicuous manner, at their stand, a valid itinerant merchant permit, issued pursuant to Chapter 110 of the Galena Code of Ordinances and an Illinois sales tax permit.

15. All materials and equipment of User and exhibitors must be removed from Grant Park within twenty-four (24) hours of the closing of the Craft Fair.

16. User will provide insurance coverage insuring the Park and all facilities thereon for all hazards in an amount not less than \$1,000,000 and furthermore, agrees to name the City of Galena as an additional insured on said policy. Said insurance is for the purpose of insuring both User and the City against any liability or other claims that may be made due to acts occurring in or on the aforescribed real estate or in connection with any activities conducted thereon. A copy of said coverage shall be provided to the City prior to the date of the Craft Fair.

17. User will provide security service and will exercise reasonable precaution for the protection of City property and the property of the exhibitors.

18. This contract may be renewed for the following year upon receipt of written request by Jo Daviess County Country Fair Charities Inc.- Galena Country Fair within fifteen (15) days of close of the event.

**IN WITNESS** the parties have caused this Agreement to be executed on the \_\_\_\_ day of \_\_\_\_\_, 2014.

**CITY OF GALENA**

**JO DAVIESS COUNTY COUNTRY  
FAIR CHARITIES INC.**

**BY:** \_\_\_\_\_  
Terry Renner, Mayor

**BY:** \_\_\_\_\_  
Ron Smith, Chair Person

**ATTEST:**

\_\_\_\_\_

**MEMORANDUM**

TO: Honorable Mayor Renner, City Council and City Administrator

FROM: Matt Oldenburg, Zoning Administrator *MATT*

DATE: March 19, 2014

RE: Cal. No. 14A-01, Applicant: City of Galena, 312 ½ North Main Street, Galena, IL 61036. Request for Text Amendment to Zoning Ordinance Section §154.015 *Definitions*, Table 154.403.1 *Permitted Land Uses*, §154.406 (D) *Principal Commercial Land Uses* and §154.406 (H) *Accessory Residential Land Uses* to allow for Tour of Homes by right in certain commercial zoning districts and as an accessory residential use by Special Use Permit only in residential zoning districts.

At the March 10<sup>th</sup> City Council meeting, the following questions were asked regarding Cal. No. 14A-01 during its first Ordinance reading:

Q: Why did the ZBA decide to restrict tour homes from operating between 4:30 p.m. and 6:30 p.m.?

A: The times were chosen by the Zoning Administrator as referenced from the Savannah, GA Zoning Ordinance. The break in operation hours seemed to be respectful towards the residential neighborhoods during that time of day as to reduce the amount of activity during typical family/dinner time.

Q: Can “Tour of Home” be renamed so it doesn’t create confusion with the annual museum event?

A: This term was also referenced from the Savannah, GA Zoning Ordinance and fits the naming convention of Land Uses with our Zoning Ordinance. If the Council wishes to rename the Land Use, I recommend “Tour Home” or “Historic Home Tour” for a suitable fit with our naming convention.

# 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: March 19, 2014

RE: City Hall Landscaping

A handwritten signature in black ink, appearing to read "Mark Moran", is positioned to the right of the "FROM:" line.

With the planting season approaching, I have been working with Chris Timp Landscaping to develop the landscaping plan for the new City Hall property. Timp has provided landscaping services for the City in the past, including the design and planting around the welcome signs. I expect to receive the landscaping proposal from Timp later this week and will forward it to you prior to the council meeting.

# 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: March 19, 2014

RE: Main Street Flowers

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

For the past two years, we have contracted with Cushman Greenhouse of Belmont, Wisconsin for supplying the hanging flower baskets for our downtown. We have had a very good experience with Cushman and great service from owner Steve Cushman. In an effort to keep our City dollars local, I am suggesting that you consider contracting with Valley Perennials this season.

The City owns 50 baskets so the contract is for the flowers, soil, soil amendments, and the planting. We employ resident Ken Kennedy on a part-time seasonal basis for the watering of the baskets. A City-owned Gator with water apparatus is used by Kennedy to make the watering rounds.

City Hall employee, Deb Price, has researched planting and maintenance techniques in other communities with successful flower basket programs. We intend to work with Valley Perennials and Kennedy to implement what we have learned.

Last year, the cost of planting by Cushman was \$35 per basket or \$1,750 total. Valley Perennials proposes to plant for \$50 per basket or \$2,500. Funds have been included in the Park budget for the planting and water expenses.

Please let me know if you have any questions. Thank you.

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
<b>ALBAUGH, CRAIG (1084)</b>							
031514	1	Invoice	RETIREMENT HEALTH B	03/15/2014	99.00		78.32.464.02
Total ALBAUGH, CRAIG (1084):					99.00		
<b>ALDOUS, MIKE (119960)</b>							
031014	1	Invoice	FUEL	03/10/2014	66.47		01.46.655.00
Total ALDOUS, MIKE (119960):					66.47		
<b>AT &amp; T (LOCAL) (103)</b>							
031514	1	Invoice	POOL/PHONE	03/15/2014	26.87		59.55.552.00
031514	2	Invoice	PUBLIC WORKS/PHONE	03/15/2014	41.12		01.41.552.00
031514	3	Invoice	FIRE DEPARTMENT/PHO	03/15/2014	82.17		22.22.552.00
031514	4	Invoice	EMS/PHONE	03/15/2014	26.87		12.10.552.00
031514	5	Invoice	POLICE/PHONE	03/15/2014	404.92		01.21.552.00
031514	6	Invoice	ADMINISTRATION/PHON	03/15/2014	343.14		01.13.552.00
031514	7	Invoice	FLOOD CONTROL/PHON	03/15/2014	26.87		20.25.515.00
031514	8	Invoice	ADMINISTRATION/PHON	03/15/2014	182.03		01.13.552.00
Total AT & T (LOCAL) (103):					1,133.99		
<b>BADER CUSTOM CABINETS (119961)</b>							
031114	1	Invoice	COUNCIL TABLE/CLERK	03/11/2014	3,800.00		01.13.820.00
Total BADER CUSTOM CABINETS (119961):					3,800.00		
<b>BLACKHAWK SPRINKLERS (616)</b>							
78539	1	Invoice	SPRINKLER INSPECTION	03/07/2014	334.50		58.54.511.00
78540	1	Invoice	SPRINKLER SYSTEM MAI	03/07/2014	242.50		22.22.844.04
Total BLACKHAWK SPRINKLERS (616):					577.00		
<b>CARD SERVICE CENTER (119840)</b>							
031514	1	Invoice	TRAVEL	03/15/2014	184.73		01.11.562.00
031514	2	Invoice	OFFICE SUPPLIES	03/15/2014	82.95		01.13.651.02
031514	3	Invoice	TV, EXIT LIGHTS, MONIT	03/15/2014	2,909.59		01.13.820.00
031514	4	Invoice	PHOTOSHOP MONTHLY	03/15/2014	21.24		01.16.563.00
031514	5	Invoice	OFFICE SUPPLIES	03/15/2014	82.95		01.41.652.00
031514	6	Invoice	OFFICE SUPPLIES	03/15/2014	82.95		22.22.651.00
031514	7	Invoice	TRAINING/IAEI CONFERE	03/15/2014	368.85		01.46.563.00
031514	8	Invoice	MICROSOFT SUBSCRIPT	03/15/2014	89.25		51.42.929.00
031514	9	Invoice	RECYCLING CONTAINER	03/15/2014	189.88		58.54.654.01
Total CARD SERVICE CENTER (119840):					4,012.39		
<b>CNA SURETY DIRECT BILL (886)</b>							
031514	1	Invoice	PUBLIC OFFICIALS LIABI	03/15/2014	267.50		14.14.591.02
Total CNA SURETY DIRECT BILL (886):					267.50		
<b>COMELEC SERVICES INC. (244)</b>							
0426025	1	Invoice	RADIO CONTRACT	03/04/2014	445.00		01.41.512.01

CITY OF GALENA

Invoice Register  
Input Dates: 3/11/2014 - 3/31/2014Page: 2  
Mar 20, 2014 10:13AM

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total COMELEC SERVICES INC. (244):					445.00		
<b>CONMAT, INC. (1187)</b>							
88520	1	Invoice	CHIPS	03/11/2014	349.85		01.41.614.04
Total CONMAT, INC. (1187):					349.85		
<b>DOIG, KATHLEEN (119339)</b>							
426849	1	Invoice	MARKET HOUSE RESTR	03/24/2014	230.00		01.13.511.06
Total DOIG, KATHLEEN (119339):					230.00		
<b>G &amp; K SERVICES (532)</b>							
022814	1	Invoice	UNIFORM SERVICES	02/28/2014	436.24		01.41.579.02
Total G & K SERVICES (532):					436.24		
<b>GALENA GAZETTE (34)</b>							
030514	1	Invoice	AD	03/05/2014	32.50		01.21.549.00
030514	2	Invoice	AD	03/05/2014	130.00		01.21.554.00
Total GALENA GAZETTE (34):					162.50		
<b>GALL'S, INC. (712)</b>							
4874377	2	Invoice	UNIFORMS/Keith	07/28/2011	23.03		01.21.471.15
Total GALL'S, INC. (712):					23.03		
<b>GLOBAL REACH INTERNET PROD. (119792)</b>							
52901	1	Invoice	MONTHLY HOSTING FEE	01/01/2014	98.10		01.13.512.05
53053	1	Invoice	SERVER CONVERSION	01/01/2014	522.50		01.13.820.00
Total GLOBAL REACH INTERNET PROD. (119792):					620.60		
<b>GOLDEN, TOM (P.E.) (119801)</b>							
031014	1	Invoice	DESIGN	03/10/2014	975.00		52.43.850.11
Total GOLDEN, TOM (P.E.) (119801):					975.00		
<b>GUY'S TRUCK &amp; TRACTOR SERVICE (119033)</b>							
GCI000503	1	Invoice	2011 DUMP	02/17/2014	36.97		01.41.613.06
GWIO02411	1	Invoice	2011 DUMP	02/05/2014	.63		01.41.613.06
GWIO02554	1	Invoice	2011 DUMP	02/27/2014	66.75		01.41.613.06
GWIO02620	1	Invoice	1-TON	03/11/2014	4,239.05		01.41.613.01
Total GUY'S TRUCK & TRACTOR SERVICE (119033):					4,343.40		
<b>HEALTHCARE SERVICE CORPORATION (118931)</b>							
031514	1	Invoice	HSA/FAMILY/EMPLOYEE	03/15/2014	2,319.00		01.218.0
031514	2	Invoice	PPO/BLUE CROSS BLUE	03/15/2014	388.00		01.218.0
031514	3	Invoice	HEALTH INSURANCE	03/15/2014	21,122.98		01.13.451.00
031514	4	Invoice	WESTEMEIER/INSURAN	03/15/2014	727.24		78.32.464.02

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total HEALTHCARE SERVICE CORPORATION (118931):					24,557.22		
<b>ILLINOIS FIRE STORE (119034)</b>							
29423	1	Invoice	NEW TURNOUT GEAR	08/29/2013	1,050.00		22.22.840.00
29654	1	Invoice	NEW TURNOUT GEAR	09/20/2013	1,985.00		22.22.840.00
30814	1	Invoice	NEW EQUIPMENT	02/24/2014	179.80		22.22.840.00
30842	1	Invoice	BUNKER GEAR NAME PL	02/25/2014	51.92		22.22.840.00
30861	1	Invoice	NEW GLOVES	02/25/2014	355.66		22.22.840.00
Total ILLINOIS FIRE STORE (119034):					3,622.38		
<b>JA-MAR PATTERN, INC. (119620)</b>							
15011	1	Invoice	FINIALS	02/28/2014	200.00		01.41.860.01
Total JA-MAR PATTERN, INC. (119620):					200.00		
<b>JDWI (235)</b>							
39161	1	Invoice	SENIOR TRANSPORTATI	02/28/2014	830.00		01.13.542.00
Total JDWI (235):					830.00		
<b>JO CARROLL ENERGY, INC. (397)</b>							
031514	1	Invoice	ELECTRIC	03/15/2014	914.55		01.41.571.01
031614	1	Invoice	PUBLIC WORKS/ELECTRI	03/16/2014	326.91		01.41.571.01
031614	2	Invoice	EMS/ELECTRIC	03/16/2014	72.77		12.10.571.01
031614	3	Invoice	PARKS/ELECTRIC	03/16/2014	208.98		17.52.571.01
031614	4	Invoice	POOL	03/16/2014	275.01		59.55.571.01
Total JO CARROLL ENERGY, INC. (397):					1,798.22		
<b>JO DAVIESS CTY HEALTH DEPT (121)</b>							
031114	1	Invoice	B&B INSPECTIONS	03/11/2014	550.00		01.16.546.00
Total JO DAVIESS CTY HEALTH DEPT (121):					550.00		
<b>JOHNSON ARCHITECTURE, ADAM (119363)</b>							
030614	1	Invoice	TURNER HALL DESIGN	03/06/2014	5,000.00		58.54.820.00
Total JOHNSON ARCHITECTURE, ADAM (119363):					5,000.00		
<b>LANGE SIGN GROUP, INC. (119634)</b>							
19696	1	Invoice	PLAQUE FOR CITY HALL	03/13/2014	435.00		01.13.820.00
Total LANGE SIGN GROUP, INC. (119634):					435.00		
<b>LAWSON PRODUCTS, INC. (627)</b>							
9302283008	1	Invoice	MISC. SUPPLIES	03/04/2014	252.82		20.25.652.02
Total LAWSON PRODUCTS, INC. (627):					252.82		
<b>LEIBOLD AUTO CENTER OF GALENA (943)</b>							
16895	1	Invoice	TIRES - 2011 1 TON	03/10/2014	851.64		01.41.652.01

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total LEIBOLD AUTO CENTER OF GALENA (943):					851.64		
<b>LEWIS, CHRISTOPHER A. (748)</b>							
031514	1	Invoice	CONFERENCE	03/15/2014	25.00		01.45.563.00
Total LEWIS, CHRISTOPHER A. (748):					25.00		
<b>LEXISNEXIS RISK DATA MGMT. INC (376)</b>							
1343164-201	1	Invoice	INVESTIGATIONS PROG	02/28/2014	30.00		01.21.549.00
Total LEXISNEXIS RISK DATA MGMT. INC (376):					30.00		
<b>MAILFINANCE (119741)</b>							
H4520828	1	Invoice	POSTAGE METER LEASE	03/05/2014	396.81		01.13.579.02
Total MAILFINANCE (119741):					396.81		
<b>MILLER-BRADFORD &amp; RISBERG (1001)</b>							
IK01899	1	Invoice	END LOADER	03/12/2014	1,009.65		01.41.613.09
Total MILLER-BRADFORD & RISBERG (1001):					1,009.65		
<b>MNS CONSTRUCTION (118877)</b>							
9348	1	Invoice	STORM SEWER HICKOR	03/10/2014	400.00		01.41.514.06
Total MNS CONSTRUCTION (118877):					400.00		
<b>MONTGOMERY TIMMERMAN, INC. (119350)</b>							
031714	1	Invoice	CITY HALL	03/17/2014	60,539.75		01.13.820.00
Total MONTGOMERY TIMMERMAN, INC. (119350):					60,539.75		
<b>MOTOROLA SOLUTIONS - STARCOM (119812)</b>							
1293012820	1	Invoice	MONTHLY RATE FOR ST	03/01/2014	10.00		01.21.549.00
Total MOTOROLA SOLUTIONS - STARCOM (119812):					10.00		
<b>MURRAY, B. L. CO. INC. (135)</b>							
82595	1	Invoice	SUPPLIES	02/07/2014	49.44		01.41.652.00
Total MURRAY, B. L. CO. INC. (135):					49.44		
<b>OLSON, KENNAN (119962)</b>							
032414	1	Invoice	DEPOSIT REFUND	03/24/2014	200.00		58.54.929.00
Total OLSON, KENNAN (119962):					200.00		
<b>OPENING SPECIALISTS, INC. (119959)</b>							
64573	1	Invoice	NEW DOORS	02/26/2014	4,222.68		41.61.860.06
Total OPENING SPECIALISTS, INC. (119959):					4,222.68		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
<b>ORKIN PEST CONTROL (574)</b>							
031514	1	Invoice	PEST CONTROL SERVIC	03/15/2014	80.73		01.13.511.01
Total ORKIN PEST CONTROL (574):					80.73		
<b>PETTY CASH/POLICE DEPT. (163)</b>							
031514	1	Invoice	MISC.	03/15/2014	5.39		01.21.655.00
031514	2	Invoice	POSTAGE	03/15/2014	19.60		01.21.551.00
031514	3	Invoice	CAR WASH	03/15/2014	7.00		01.21.513.06
031914	1	Invoice	MEAL/TRAINING	03/19/2014	18.27		01.21.562.00
031914	2	Invoice	OFFICE SUPPLIES	03/19/2014	9.96		01.21.651.00
Total PETTY CASH/POLICE DEPT. (163):					60.22		
<b>PF PETTIBONE &amp; CO (395)</b>							
30186	1	Invoice	STICKERS FOR ORDINA	03/12/2014	174.75		01.21.554.00
Total PF PETTIBONE & CO (395):					174.75		
<b>QUILL CORP. (686)</b>							
1054629	1	Invoice	OFFICE SUPPLIES/POLIC	03/04/2014	87.97		01.21.651.00
1095506	1	Invoice	OFFICE SUPPLIES/POLIC	03/05/2014	27.58		01.21.651.00
1204524	1	Invoice	OFFICE SUPPLIES-ADMI	03/10/2014	296.50		01.13.651.02
1216471	1	Invoice	OFFICE SUPPLES/ALL	03/10/2014	14.99		01.13.651.02
1232306	1	Invoice	COMPUTER NETWORK S	03/11/2014	303.99		01.13.820.00
Total QUILL CORP. (686):					731.03		
<b>SCHULTZ APPLIANCE REPAIR (914)</b>							
16328	1	Invoice	REFERIGERATOR	03/03/2014	300.00		01.13.820.00
Total SCHULTZ APPLIANCE REPAIR (914):					300.00		
<b>SLOAN IMPLEMENT (119196)</b>							
5031351	1	Invoice	EQUIPMENT	03/03/2014	15.19		17.52.514.00
5031552	1	Invoice	EQUIPMENT	03/11/2014	97.66		17.52.514.00
Total SLOAN IMPLEMENT (119196):					112.85		
<b>STEPHENSON SERVICE CO. (119230)</b>							
031514	1	Invoice	FUEL	03/15/2014	1,151.91		17.52.655.03
Total STEPHENSON SERVICE CO. (119230):					1,151.91		
<b>SUPERIOR WELDING SUPPLY (181)</b>							
715318	1	Invoice	WELDING SUPPLIES	02/28/2014	40.26		01.41.652.02
Total SUPERIOR WELDING SUPPLY (181):					40.26		
<b>TOP NOTCH PLUMBING, HEATING (625)</b>							
24251	1	Invoice	TURNER HALL CEILING F	03/07/2014	2,709.00		58.54.820.00
Total TOP NOTCH PLUMBING, HEATING (625):					2,709.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
<b>UPS STORE GALENA, THE (1260)</b>							
031514	1	Invoice	POSTAGE	03/15/2014	11.42		01.21.551.00
Total UPS STORE GALENA, THE (1260):					11.42		
<b>VALLEY PERENNIALS (118994)</b>							
11386	1	Invoice	SYMPATHY FLOWERS	02/25/2014	50.00		01.21.549.00
Total VALLEY PERENNIALS (118994):					50.00		
<b>VERIZON WIRELESS (316)</b>							
9721018628	1	Invoice	VERIZON JET PACK FOR	03/15/2014	76.02		01.21.549.00
Total VERIZON WIRELESS (316):					76.02		
<b>WAL-MART COMMUNITY (CC) (1258)</b>							
031514	1	Invoice	MISC. SUPPLIES	03/15/2014	11.96		01.13.651.02
031514	2	Invoice	MISC. SUPPLIES	03/15/2014	37.05		01.21.651.00
031514	3	Invoice	MISC. SUPPLIES	03/15/2014	15.86		01.41.652.00
Total WAL-MART COMMUNITY (CC) (1258):					64.87		
<b>WEBER PAPER COMPANY (40)</b>							
560688	1	Invoice	FLOOR MATS	03/11/2014	203.71		01.13.820.00
560882	1	Invoice	JANITOR SUPPLIES	03/13/2014	231.65		01.13.654.00
560884	1	Invoice	CLEANING SUPPLIES	03/13/2014	64.34		01.21.549.00
560885	1	Invoice	FLOOR MATS	03/13/2014	347.10		01.13.820.00
Total WEBER PAPER COMPANY (40):					846.80		
<b>WEX BANK (CONNOCO) (119104)</b>							
031514	1	Invoice	PUBLIC WORKS-GAS	03/15/2014	278.08		01.41.655.00
031514	2	Invoice	PARKS-GAS	03/15/2014	218.39		17.52.655.03
031514	3	Invoice	POLICE-GAS	03/15/2014	1,780.18		01.21.655.00
Total WEX BANK (CONNOCO) (119104):					2,276.65		
<b>WHITE CONSTRUCTION CO., INC. (119359)</b>							
031314	1	Invoice	MOVING CITY HALL	03/13/2014	1,100.00		01.13.820.00
032414	1	Invoice	JANITOR/TURNER HALL	03/24/2014	350.00		58.54.536.00
Total WHITE CONSTRUCTION CO., INC. (119359):					1,450.00		
<b>WIZARD COMPUTERS INC (666)</b>							
12896	1	Invoice	COMPUTER MAINTENAN	01/02/2014	260.00		01.21.684.00
12959	1	Invoice	COMPUTER INSTALLATI	03/20/2014	2,829.10		01.13.820.00
Total WIZARD COMPUTERS INC (666):					3,089.10		
<b>WSG INC., DBA R &amp; L GAS MART (119503)</b>							
030714	1	Invoice	FUEL	03/07/2014	255.61		01.41.655.00
Total WSG INC., DBA R & L GAS MART (119503):					255.61		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
ZARNOTH BRUSH WORKS INC. (212)							
148321	1	Invoice	SWEEPER	03/06/2014	781.20		17.52.514.00
Total ZARNOTH BRUSH WORKS INC. (212):					781.20		
Grand Totals:					136,785.00		

Report GL Period Summary

Vendor number hash: 4080954  
 Vendor number hash - split: 5639626  
 Total number of invoices: 76  
 Total number of transactions: 105

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	136,785.00	136,785.00
Grand Totals:	136,785.00	136,785.00