



# City of Galena, Illinois

## AGENDA

REGULAR CITY COUNCIL MEETING

MONDAY, OCTOBER 13, 2014

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

| ITEM      | DESCRIPTION   |
|-----------|---|
| 14C-0392. | Call to Order by Presiding Officer  |
| 14C-0393. | Roll Call   |
| 14C-0394. | Establishment of Quorum   |
| 14C-0395. | Pledge of Allegiance  |
| 14C-0396. | Reports of Standing Committees  |
| 14C-0397. | 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 HEARINGS

| ITEM      | DESCRIPTION   | PAGE |
|-----------|---|------|
| 14C-0398. | Public Hearing to Consider a Request by Louis Nack, Jr., 208 Lafayette Street, to Vacate Approximately 0.10 acres of Street Right-of-Way Adjacent to His Property | 4-9  |

## LIQUOR COMMISSION

| ITEM      | DESCRIPTION   | PAGE  |
|-----------|---|-------|
| 14C-0399. | Discussion and Possible Action on an Application for a Corporation Manager's Liquor License for Shannon Austin by Happy Joe's Galena LTD, DBA Happy Joe's Pizza and Ice Cream Parlor, 9919 U.S. Route 20 West | 10-12 |
| 14C-0400. | Discussion and Possible Action on a Request by R&L Gas Mart/Fast Stop, 9927 U.S. Route 20 West, for a Liquor License to Facilitate the Installation of Video Gaming Terminals                                 | 13-21 |

**CONSENT AGENDA CA14-19**

| ITEM      | DESCRIPTION   | PAGE  |
|-----------|---|-------|
| 14C-0401. | Approval of the Minutes of the Regular City Council Meeting of September 22, 2014 | 22-29 |
| 14C-0402. | Approval of Change Order #1 for the Turner Hall Window Repair Contract            | 30-31 |
| 14C-0403. | Approval of Budget Amendment BA15-04  | 32-33 |

**UNFINISHED BUSINESS**

| ITEM      | DESCRIPTION   | PAGE  |
|-----------|---|-------|
| 14C-0357. | Discussion and Possible Action on the Award of Contracts for the Police Department Remodeling Project | 34-37 |

**NEW BUSINESS**

| ITEM      | DESCRIPTION   | PAGE  |
|-----------|---|-------|
| 14C-0404. | Discussion and Possible Action on the First Reading of an Ordinance to Vacate Approximately 0.10 acres of Street Right-of-Way Adjacent 208 Lafayette Street | 6-9   |
| 14C-0405. | Discussion and Possible Action on Dewey Avenue Bridge Repair or Replacement   | 38-41 |
| 14C-0406. | Discussion and Possible Action on a Request by the Galena Area Chamber of Commerce to Sublease the Lower Level of the Old Railroad Depot                    | 42-43 |
| 14C-0407. | First Reading of an Ordinance Amending Chapter 114, "Tour Operators," of the <u>Galena Code of Ordinances</u>   | 44-55 |
| 14C-0408. | First Reading of an Ordinance Titled "Motorized Vehicles for Hire" Pertaining to Taxicabs in the City of Galena   | 56-65 |
| 14C-0409. | Discussion and Possible Action on a Proposal for Engineering and Design Services for a Downtown Sidewalk Deterioration Study                                | 66-69 |

| ITEM      | DESCRIPTION   | PAGE  |
|-----------|---|-------|
| 14C-0410. | Discussion and Possible Action on the Renewal of the Employee Health, Dental, Disability and Life Policies for the Period November 1, 2014-October 31, 2015 | 70-72 |
| 14C-0411. | Discussion and Possible Action on Reducing the Fee for a Temporary Use Permit   | 73    |
| 14C-0412. | Discussion and Possible Action on Participating in an Application for an Enterprise Zone for Jo Daviess County  | 74    |
| 14C-0413. | Discussion and Possible Action on an Engineering Agreement for Phase 3 of the Galena River Trail  | 75    |
| 14C-0414. | Warrants  | 76-85 |
| 14C-0415. | Alderspersons' Comments   |       |
| 14C-0416. | City Administrator's Report   |       |
| 14C-0417. | Mayor's Report  |       |
| 14C-0418. | Adjournment   |       |

**CALENDAR INFORMATION**

| BOARD/COMMITTEE             | DATE              | TIME      | PLACE                       |
|-----------------------------|-------------------|-----------|-----------------------------|
| Historic Preservation Comm. | Thurs. November 6 | 6:30 P.M. | City Hall, 101 Green Street |
| Zoning Board of Appeals     | Wed. November 12  | 6:30 P.M. | City Hall, 101 Green Street |
| City Council                | Mon. October 27   | 6:30 P.M. | City Hall, 101 Green Street |

Posted: Thursday, October 9, 2014 at 3:30 p.m. Posted By:

# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: October 8, 2014

RE: Third Street Vacation (*Updated for October 13 Meeting*)

Monday's meeting agenda includes a public hearing for an application by Louis and Mary Nack to vacate an area of the Third Street right-of-way. The applicant has maintained the unopened right-of-way as yard for many years. A plat of the proposed vacation is attached for your review.

Our staff has reviewed the request and reached the following conclusions:

1. The subject area of the right-of-way is not improved for public purposes except for a sidewalk between Third Street and Bouthiller Street. The vacation would *exclude* the area of the sidewalk so it would remain open for public use. There is not plan to improve the section of right-of-way proposed for vacation.
2. Constructing a street on the subject right-of-way would not be practical because of the nearby topography.
3. Once land is vacated, the city relinquishes the possibility of making public improvements on the surface of the land. As is the case with all vacations, easement rights would be maintained on the property in order to permit the future installation of public utilities as may be needed. No additional permanent structures would be permitted on the easement.
4. The staff does not object to the proposed vacation, however, we suggest keeping the southerly boundary of the parcel to be vacated in-line with the adjoining property lines. This would prevent vacating into Lafayette/Third Street intersection and would keep a consistent east/west right-of-way on Lafayette Street. This would not preclude the applicant from continuing to maintain the driveway that sits in the Lafayette Street/Third Street intersection.

The applicant has obtained an appraisal of the property from Homestead Appraisals. The appraised value of the property is \$7,200, but takes into account the improvements made to the property by the petitioner. The petitioner requests consideration for a lower sale price.

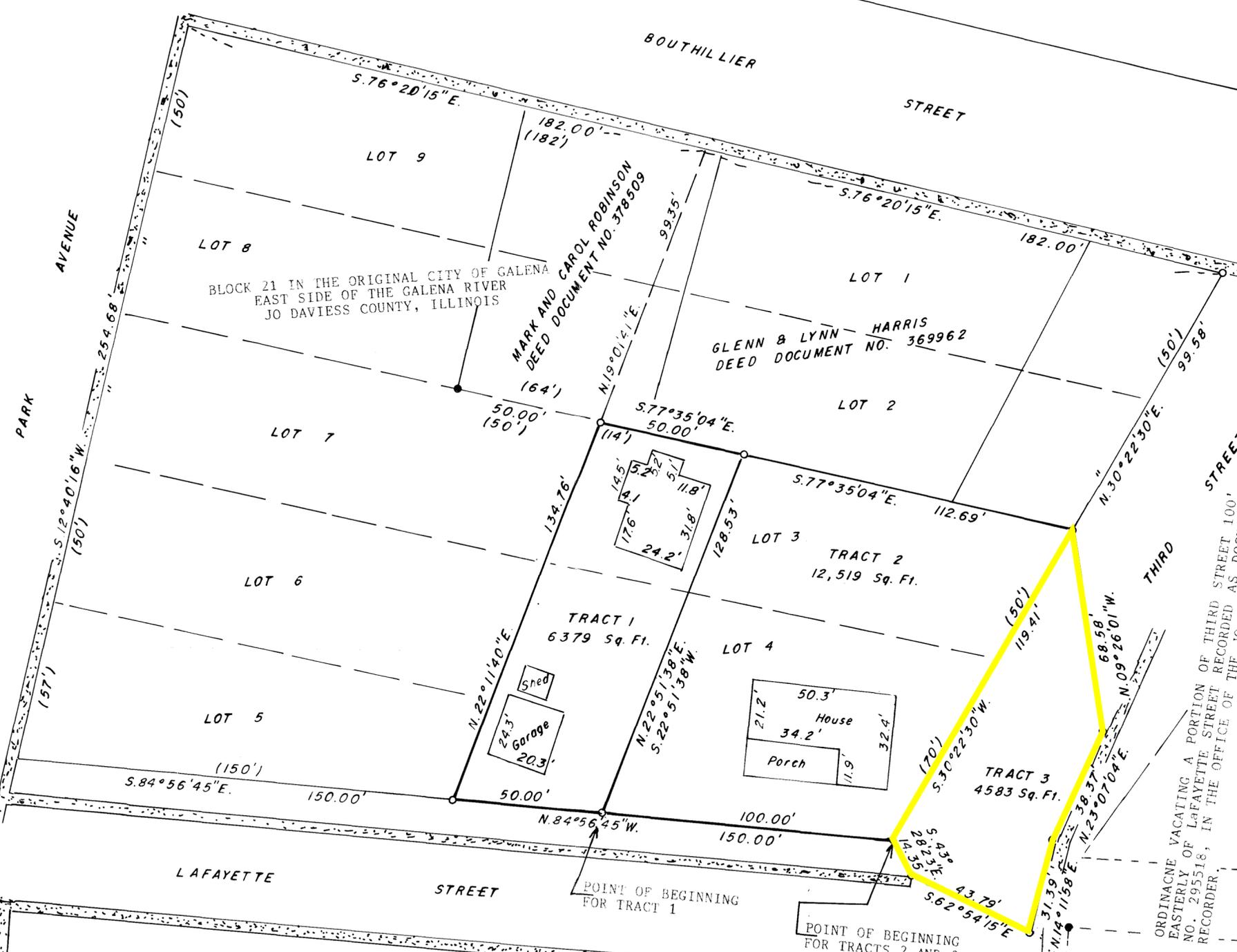
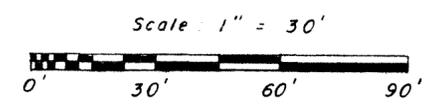
If you were to follow the recommendation in item 4 above, the survey would need to be revised and the square footage of the vacation would be reduced. We could calculate the new value using the price per square foot from the appraisal applied to the new square footage.

An ordinance has been prepared to complete the conveyance of the property to the petitioner should you agree to the vacation. The ordinance is attached and could be modified depending on your final decision.

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

Legend

- 0.00' Measured Distance/Bearing
- (0.00') Platted/Deeded Distance/Bearing
- Boundary of the Property Surveyed
- Existing Fence Line
- 5/8" x 36" Iron Rod Set
- Iron Rod/Pipe Found
- Concrete Sidewalk



LOUIS A. NACK, JR. AND MARY DOLORES NACK  
 PLAT OF SURVEY  
 FOR  
 TRACTS 1 THROUGH 3 WITH TRACTS 1 AND 2 LOCATED IN LOTS 3 AND 4 IN  
 BLOCK 21, ORIGINAL CITY OF GALENA, EAST SIDE OF THE GALENA RIVER,  
 AND TRACT 3 LOCATED IN A PART OF THIRD STREET IN THE ORIGINAL CITY  
 OF GALENA, EAST SIDE OF THE GALENA RIVER, ALL IN JO DAVIESS COUNTY,  
 ILLINOIS, THE INDIVIDUAL BOUNDARIES OF EACH TRACT AS SURVEYED BEING  
 MORE PARTICULARLY DESCRIBED AS FOLLOWS:

TRACT 1: EXISTING PARCEL RECORDED AS DOCUMENT NO. 328036 IN THE  
 OFFICE OF THE JO DAVIESS COUNTY RECORDER.

COMMENCING AT THE SOUTHEAST CORNER OF LOT 4 IN BLOCK 21 IN THE  
 ORIGINAL CITY OF GALENA, EAST SIDE OF THE GALENA RIVER, JO DAVIESS  
 COUNTY, ILLINOIS; THENCE NORTH 84 DEGREES 56 MINUTES 45 SECONDS  
 WEST, ALONG THE SOUTH LINE OF SAID LOT 4, A DISTANCE OF 100.00 FEET  
 TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 84 DEGREES 56  
 MINUTES 45 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 50.00  
 FEET TO THE SOUTHWEST CORNER OF SAID LOT 4; THENCE NORTH 22 DEGREES  
 11 MINUTES 40 SECONDS EAST, ALONG THE WEST LINE OF SAID LOT 4 AND  
 ALSO THE WEST LINE OF LOT 3 IN SAID BLOCK 21, A DISTANCE OF 134.76  
 FEET TO THE NORTHWEST CORNER OF SAID LOT 3; THENCE SOUTH 77 DEGREES  
 35 MINUTES 04 SECONDS EAST, ALONG THE NORTH LINE OF SAID LOT 3, A  
 DISTANCE OF 50.00 FEET; THENCE SOUTH 22 DEGREES 51 MINUTES 38  
 SECONDS WEST, 128.53 FEET TO THE POINT OF BEGINNING, SAID TRACT  
 CONTAINING 6,379 SQUARE FEET, MORE OR LESS, SUBJECT TO ANY AND ALL  
 RECORDED EASEMENTS AND RIGHT-OF-WAYS, ALL BEING SITUATED IN THE  
 ORIGINAL CITY OF GALENA, JO DAVIESS COUNTY, ILLINOIS.

TRACT 2: EXISTING PARCEL RECORDED IN THE COMBINATION OF DEEDS  
 RECORDED IN DEED BOOK 197, PAGE 869, AND ALSO IN DEED  
 BOOK 199, PAGE 209, ALL IN THE OFFICE OF THE JO DAVIESS  
 COUNTY RECORDER.

BEGINNING AT THE SOUTHEAST CORNER OF LOT 4 IN BLOCK 21 IN THE  
 ORIGINAL CITY OF GALENA, EAST SIDE OF THE GALENA RIVER, JO DAVIESS  
 COUNTY, ILLINOIS; THENCE NORTH 84 DEGREES 56 MINUTES 45 SECONDS  
 WEST, ALONG THE SOUTH LINE OF SAID LOT 4, A DISTANCE OF 100.00  
 FEET; THENCE NORTH 22 DEGREES 51 MINUTES 38 SECONDS EAST, 128.53  
 FEET TO A POINT ON THE NORTH LINE OF LOT 3 IN SAID BLOCK 21; THENCE  
 SOUTH 77 DEGREES 35 MINUTES 04 SECONDS EAST, ALONG SAID NORTH LINE,  
 A DISTANCE OF 112.69 FEET TO THE NORTHEAST CORNER OF SAID LOT 3;  
 THENCE SOUTH 30 DEGREES 22 MINUTES 30 SECONDS WEST, ALONG THE EAST  
 LINE OF SAID LOTS 3 AND 4, A DISTANCE OF 119.41 FEET TO THE POINT OF  
 BEGINNING, SAID TRACT CONTAINING 12,519 SQUARE FEET, MORE OR  
 LESS, SUBJECT TO ANY AND ALL RECORDED EASEMENTS AND RIGHT-OF-WAYS,  
 ALL BEING SITUATED IN THE ORIGINAL CITY OF GALENA, JO DAVIESS  
 COUNTY, ILLINOIS.

**TRACT 3: A PORTION OF THIRD STREET TO BE VACATED:**

BEGINNING AT THE SOUTHEAST CORNER OF LOT 4 IN BLOCK 21 IN THE  
 ORIGINAL CITY OF GALENA, EAST SIDE OF THE GALENA RIVER, JO DAVIESS  
 COUNTY, ILLINOIS;  
 THENCE SOUTH 43 DEGREES 28 MINUTES 23 SECONDS EAST, 14.35 FEET;  
 THENCE SOUTH 62 DEGREES 54 MINUTES 15 SECONDS EAST, 43.79 FEET;  
 THENCE NORTH 14 DEGREES 11 MINUTES 58 SECONDS EAST, 31.39 FEET;  
 THENCE NORTH 23 DEGREES 07 MINUTES 04 SECONDS EAST, 38.37 FEET;  
 THENCE NORTH 09 DEGREES 26 MINUTES 01 SECONDS WEST, 68.58 FEET  
 TO THE NORTHEAST CORNER OF LOT 3 IN SAID BLOCK 21; THENCE SOUTH 30  
 DEGREES 22 MINUTES 30 SECONDS WEST, ALONG THE EAST LINE OF SAID  
 LOTS 3 AND 4, A DISTANCE OF 119.41 FEET TO THE POINT OF BEGINNING,  
 SAID TRACT CONTAINING 4,583 SQUARE FEET, MORE OR LESS, SUBJECT TO  
 ANY AND ALL RECORDED EASEMENTS AND RIGHT-OF-WAYS, ALL BEING  
 SITUATED IN THE CITY OF GALENA, JO DAVIESS COUNTY, ILLINOIS.

NOTE: FOR THE PURPOSES OF THIS SURVEY, THE SOUTH LINE OF BLOCK 21  
 ORIGINAL CITY OF GALENA, EAST SIDE OF THE GALENA RIVER, IS  
 ASSUMED TO BEAR NORTH 84 DEGREES 56 MINUTES 45 SECONDS WEST.

**SURVEYOR'S CERTIFICATE**  
 STATE OF ILLINOIS }  
 COUNTY OF JO DAVIESS } SS  
 I, PAUL C. BRASHAW, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, NO. 35-  
 2567, DO HEREBY CERTIFY THAT I HAVE FOUND AND/OR SET THE SURVEY  
 MONUMENTS, ALL AS SHOWN ON THE ACCOMPANYING PLAT OF SURVEY. I  
 FURTHER CERTIFY THAT THIS PLAT IS A CORRECT REPRESENTATION OF SAID  
 SURVEY TO THE BEST OF MY KNOWLEDGE AND BELIEF. DISTANCES ARE SHOWN  
 IN FEET AND DECIMALS THEREOF, UNLESS OTHERWISE SPECIFIED. THE  
 COURSES AND DISTANCES OF THE SURVEY MAY VARY FROM THE RECORDED  
 CALLS, BASED ON THE EXISTENCE OF FOUND MONUMENTATION, OCCUPATION,  
 OR OTHER CONTROLLING CALLS OR CONDITIONS THAT HAVE OCCURRED IN THE  
 PERFORMANCE OF THE PROPERTY SURVEY.  
 I FURTHER CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED  
 AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT  
 PERSONAL SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL  
 LAND SURVEY UNDER THE LAWS OF THE STATE OF ILLINOIS.  
 SIGNED AND SEALED THIS 20th DAY OF August, 2014.



SURVEYED FOR LOUIS A. NACK, JR., AND MARY DOLORES NACK  
 208 LAFAYETTE STREET  
 GALENA, ILLINOIS 61036  
 TELEPHONE 815) 777-0202

**Paul C. Brashaw**

4413 W. Stagecoach Tr Galena Illinois 61036  
 Telephone (815) 777-1172

DATE AUGUST 20, 2014  
 SHEET 1 OF 1

*Paul C. Brashaw*  
 PAUL C. BRASHAW  
 ILLINOIS PROFESSIONAL LAND SURVEYOR, NO. 35-2567  
 MY LICENSE RENEWAL DATE IS NOVEMBER 30, 2014

Ordinance #0-14-\_\_\_\_\_

**AN ORDINANCE PROVIDING FOR THE VACATION  
OF A PORTION OF THIRD STREET**

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**WHEREAS**, the City of Galena finds that the public interest will be subserved pursuant to 65 ILCS 5/11-91-1 et seq. by vacating a part of Third Street legally described on Exhibit "A" and being approximately 4,583 square feet in area; and

**WHEREAS**, Louis Nack, Jr. and Mary Nack, (the "Owner") are the owners of Lots 3 and 4 of Block 21 in the Original City of Galena, East Side of the Galena River, Jo Daviess County, Illinois, commonly known as 208 Lafayette Street, Galena; and

**WHEREAS**, the Owner petitioned the Galena City Council to vacate a 4,583 square feet unopened section of the Third Street right-of-way adjacent to their property; and

**WHEREAS**, the Owner has maintained the city-owned property for many years; and

**WHEREAS**, the subject right-of-way is fully described on Exhibit "A" attached hereto; and

**WHEREAS**, the Owner desires to acquire an interest in the real property that is the subject to the vacation petition; and

**WHEREAS**, surrounding property owners and the public at large were notified of the request to vacate and invited to a public hearing before the city council conducted on September 22, 2014; and

**WHEREAS**, the City of Galena finds that it is expedient for the public good to vacate said portion of Third Street and that no public interest will be subserved by vacating that portion of the street; and

**WHEREAS**, the Owner obtained a certified appraisal of the subject portion of Third Street that determined the fair market value as \$7,200.00; and

**WHEREAS**, the Owner agrees to compensate the City of Galena \$7,200.00 in exchange for the conveyance of the subject property to the Owner.

**NOW THEREFORE, BE IT ORDAINED** and enacted by the City of Galena, that all of that certain portion of real property situated in the City of Galena and being more particularly described on Exhibit "A" **IS HEREBY VACATED** and title shall be vested in Louis Nack, Jr. and Mary Nack, their successors or assigns.

**SECTION 1:** All of that certain portion of real property situated in the City of Galena and being more particularly depicted in Exhibit "A" **IS HEREBY VACATED** to Louis Nack, Jr. and Mary Nack upon payment of \$7,200.00. The property interest in the right-of-way shall vest to the purchaser's successors or assigns.

**SECTION 2:** It is further directed that the street right-of-way described in Exhibit "A" be stricken from the City of Galena street plat.

**SECTION 3:** The City of Galena reserves an easement over, under and through the vacated property for future uses. The vacation of said parcel is subject to the rights of all public utilities in said parcel, rights-of-way and easements necessary or desirable for installing or continuing public service in said street and the person or parties requesting such vacation shall be responsible to said public utilities for any vacating, rearrangement or relocating costs in the event the same are necessary without any costs to the City of Galena, its successors or assigns. The utility easement shall be to the benefit of the City of Galena, and assignable by the City of Galena to other providers of utilities, for the installation of utilities either above or below grade. No new permanent structures shall be located by the Owner, their successors or assigns, on the easement. Any existing encroachments on the easement may be maintained or replaced at the discretion of the Owner.

**SECTION 4:** By means of the conveyance of the subject property to the Owner, the City of Galena forever relinquishes any and all responsibility or liability for said property and any improvements to said property.

**SECTION 5:** All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby repealed.

**SECTION 6** Passed on this \_\_\_\_\_ day of \_\_\_\_\_, 2014, in open Council.

**AYES:**

**NAYS:**

\_\_\_\_\_  
TERRY RENNER, MAYOR

ATTEST:

\_\_\_\_\_  
MARY BETH HYDE, CITY CLERK

Prepared by and return to:  
Mark Moran, City Administrator  
City of Galena  
101 Green Street, P.O. Box 310  
Galena, IL 61036



To Serve and Protect

312 N. Main Street, Galena, IL 61036-2332

**Chief of Police**

Lori Huntington

(815) 777-2131

FAX (815) 777-4736

DATE: October 6, 2014

TO: Honorable Mayor Terry Renner & City Alderpersons

FROM: Chief Lori Huntington

RE: Liquor License Corporation Manager License –  
Shannon Austin for Happy Joe's Galena LTD, DBA  
Happy Joe's Pizza & Ice Cream Parlor, 9919 U.S. Route  
20 West, Galena, IL.

A name check of local, state, and federal criminal records reveals no information that would prohibit this applicant from holding the license for which she has applied.

# CITY OF GALENA, ILLINOIS



## Application for Manager Liquor License

Application Fee: \$50.00

Background Check Fee: \$75.00 per Background Check – All managers must be fingerprinted by the Jo Daviess County Sheriff's Department of the local Sheriff's Department in the area in which the officer or director resides.

Background checks are completed by the State of Illinois Police. This process can take up to eight (8) weeks to complete. Once the results of the background checks are received from the State of Illinois Police, the Liquor License Corporation manager Application is then placed on the next available City Council agenda for approval/denial. Payment can be made by check, cash, money order, or credit card. All background check fees must be paid at the time the application is returned to City Hall.

Please note: The manager must reside within a 30 mile radius of Galena in order to qualify for a license.

Name: Shannon Austin Date of Birth: 8-29-77  
Address: 7 Copperwood Gap Galena, IL 61036  
City State Zip  
Driver License #: NV 160321787

List of places of residences in the past ten (10) years (use back if needed):

- 6737 W. HIGGINS AVE. #2 CHICAGO, IL 61036
- 801 E. MCKENNA RD. #11C TEMPE, AZ 8528
- 978 Double Bridge Loop Mountain View, AR 72560

List all arrests and dispositions (use back if needed):

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Class of liquor license you will be managing: J

Location of premises you will be managing: Galena, IL

Name of Establishment (as it appears on the liquor license): Happy Joe's Galena LTD

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

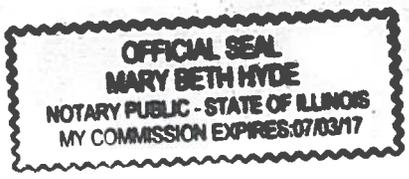
Telephone: 815-777-1050 • Facsimile: 815-777-3083 • [www.cityofgalena.org](http://www.cityofgalena.org)

I have never been convicted of a felony or any misdemeanor opposed to decency and morality. I am not disqualified to receive a license by any reason of matter or thing contained in the Galena Municipal Code of the Illinois Liquor Control Act. I will not violate any of the laws of the State of Illinois or of the Unity States in the conduct of managing this place of business. The undersigned further states that he/she is a person of good moral character and the he/she agrees not to violate any of the Ordinances of the City of Galena, any laws of the United States, or of the State of Illinois. The undersigned further states that in the event any statement contained in this application is not true that any approval of management may be immediately suspended and revoked.

I, Shannon Austin being duly sworn on oath, state that the facts set forth in the above application are true and correct.

SLA 10-2-14  
Applicant's Signature Date

Mary Beth Hyde 10.02.14 7/13/17  
Notary's Signature Date Commission Expiration



# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: September 30, 2014

RE: Liquor License for Video Gaming

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

R&L Gas Mart/Fast Stop, 9927 US Route 20 West, submitted the attached request for an amendment to the liquor license ordinance to facilitate the installation of video gaming terminals (VGT's) at the convenience store. An inquiry was also made recently by Keg and Cask Liquor Store about a liquor license to facilitate video gaming.

According to the Video Gaming Act (230 ILCS 40), there are four types of establishments that qualify for licenses from the Illinois Gaming Board to operate VGT's.

1. Any retail establishment licensed under the Act where alcoholic liquor is drawn, poured, mixed or otherwise served for consumption on the premises.
2. Licensed veterans establishment
3. Licensed truck stop
4. Licensed fraternal establishment

Both R&L and Keg and Cask possess the City of Galena "Class B" liquor license that permits the sale of alcoholic beverages in package form for consumption off premises only. The businesses do not have licenses to permit serving drinks on premises as required to qualify for the VGT license from the Illinois Gaming Board.

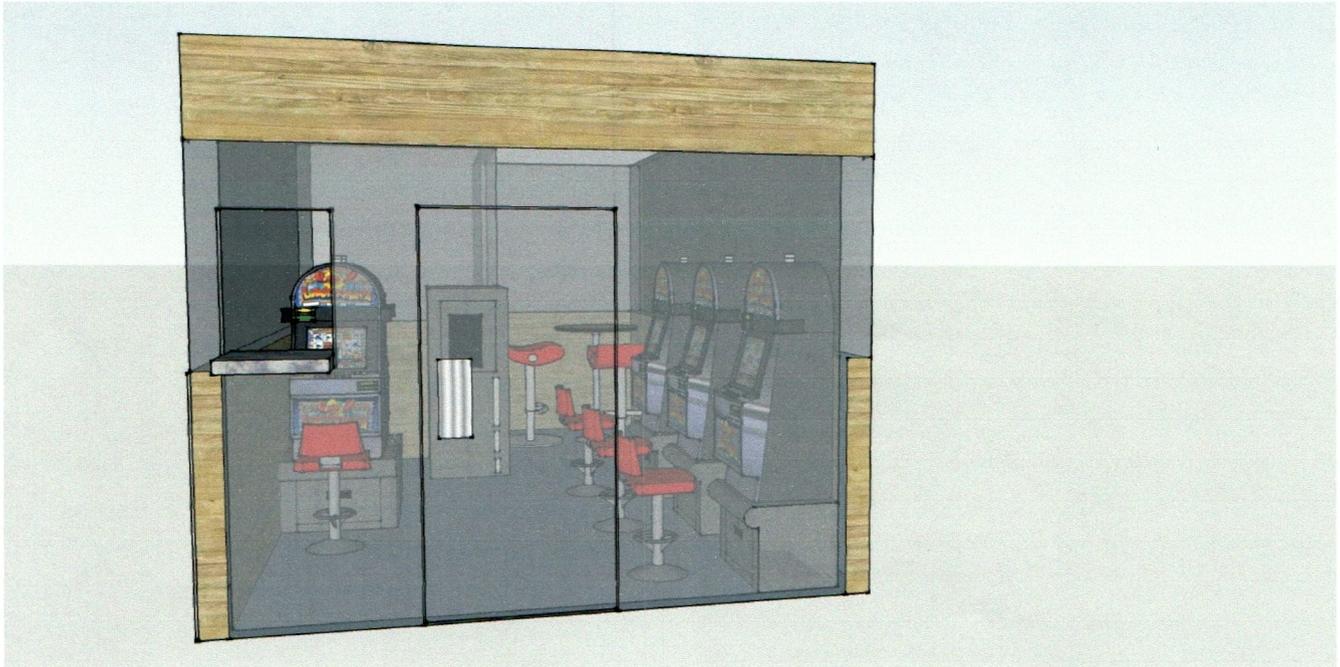
If you are inclined to facilitate video gaming at the convenience stores, you could consider one of the following options.

1. Expand the number of available "Class A" licenses. Our Class A license allows for the sale of alcoholic beverages for consumption on or off premises. There are eight Class A licenses, all of which are taken by other businesses. This license is typically issued to taverns or other drinking establishments like wine bars. If the convenience stores were permitted to obtain Class A licenses, they would no longer need their Class B licenses. The Class A license fee is \$1,125 annually.

2. Modify the "Class J" license which permits the sale of beer, wine and ale only for consumption on premises only by a restaurant. This classification could be amended to remove the restaurant only requirement. There are three Class J licenses, two of which are taken by other businesses. You would need to add a fourth Class J license in order to accommodate both convenience stores. The Class J license fee is \$750 annually.
3. Create a new classification of license to permit the sale of beer, wine and ale for consumption on premises as a supplement to the Class B license currently possessed by the convenience stores. The Class B license fee is \$1,125 annually.

It is questionable whether convenience stores were intended to qualify for VGT's under the Video Gaming Act. Typically, retail establishments licensed to "pour" alcoholic beverages are taverns and restaurants. As noted in the proposal from R&L, there are numerous cities in Illinois who have issued "pour" licenses to convenience stores who have then obtained licenses for VGT's. The discretion of whether to permit VGT's in Galena convenience stores rests with city council.

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



PG. 1



PG. 2

## R&L - Galena

### Request for "On Premise – Pour Liquor License"

- Attorney Letter providing explanation on Convenience Store eligibility.
- Proposed Gaming Room design.
  - All open alcohol consumption will be required to take place inside of the designated gaming area. No patron will be allowed to walk freely around the store with open liquor.
  - Gaming area would be enclosed. It allows for the area to be separated and controlled. This will be designated the gaming area, and allow only patrons over the age of 21 to enter.
  - Entrance door to buzz alerting staff to someone entering so we can monitor age.
  - It is the intent to charge above market price for the alcohol that is served. We feel that this will assist in discouraging over consumption by any one patron.
  - Only beer and wine would only be available, and there will be no "mixed drinks served".
  - Beer and wine would be poured by our staff into a clear plastic cup and only consumed inside the gaming room.
- December Actual Averages on locations currently live in the State, and R&L Store projection.
- Questions

DG.3



111 E. Wacker Drive, Suite 2800  
Chicago, Illinois 60601-3713  
Tel 312.527.4000 Fax 312.527.4011  
www.shefskylaw.com

**Paul T. Jenson**

Direct: (312) 836-4064  
Facsimile: (312) 275-7581  
E-mail: [pjenson@shefskylaw.com](mailto:pjenson@shefskylaw.com)

031770-01

November 20, 2013

VIA E-MAIL

Ms. Malin Cremeens  
Mr. Steve Brown  
Welch Gaming, LLC

Dear Malin and Steve:

We are writing to provide clarity regarding whether locations traditionally viewed by the public as convenience stores are eligible for a video gaming location license. In short, any location that holds a valid liquor license that allows alcoholic liquor to be drawn, poured, mixed or otherwise served for consumption on the premises is eligible for a video gaming location license as a "retail establishment." Therefore, if a convenience store holds a valid liquor license allowing for it to pour and customers to consume liquor on the store's premises, it is eligible for a video gaming location license.

An eligible location should note that the Illinois Gaming Board will inspect its premises (both prior to licensing and at various times while the location is licensed as a video gaming location) and will be looking to see that not only can the location serve alcohol for consumption on its premises but, in fact, it does. There are various items the Illinois Gaming Board agents typically review to determine that the location serves alcohol for consumption on its premises. We are available at your convenience to discuss these items more fully.

In short, we have seen the Illinois Gaming Board in the last year license locations once viewed as convenience stores, so long as those locations have been able to prove that they pour drinks for their patrons to consume on their premises.

Please call me if you have any questions.

Regards,

SHEFSKY & FROELICH LTD.

  
Paul T. Jenson

PTJ/KR/nb/1259706\_3

PG. 4

Convenience Store with fueling station,  
approved by the Municipality:

|    |                    |    |                   |
|----|--------------------|----|-------------------|
| 1  | Alorton            | 38 | <del>Warren</del> |
| 2  | Altona             | 39 | Washington Park   |
| 3  | Ashley             | 40 | Woodlawn          |
| 4  | Benld              |    |                   |
| 5  | Caseyville         |    |                   |
| 6  | Centerville        |    |                   |
| 7  | Christopher        |    |                   |
| 8  | Cordova            |    |                   |
| 9  | Cottage Hills      |    |                   |
| 10 | Coulterville       |    |                   |
| 11 | Dallas City        |    |                   |
| 12 | Donnellson         |    |                   |
| 13 | East Alton         |    |                   |
| 14 | Fairberry          |    |                   |
| 15 | Fairmont City      |    |                   |
| 16 | Herrin             |    |                   |
| 17 | Jerseyville        |    |                   |
| 18 | LaSalle            |    |                   |
| 19 | Loves Park         |    |                   |
| 20 | Lyndon             |    |                   |
| 21 | Malta              |    |                   |
| 22 | Mansfield          |    |                   |
| 23 | Marine             |    |                   |
| 24 | Marseilles         |    |                   |
| 25 | Mascoutah          |    |                   |
| 26 | Nashville          |    |                   |
| 27 | Neposet            |    |                   |
| 28 | Oglesby            |    |                   |
| 29 | Okawville          |    |                   |
| 30 | Pocahontas         |    |                   |
| 31 | Seneca             |    |                   |
| 32 | Silvis             |    |                   |
| 33 | Smithboro          |    |                   |
| 34 | South Jacksonville |    |                   |
| 35 | Staunton           |    |                   |
| 36 | Stillman Valley    |    |                   |
| 37 | Utica              |    |                   |

PG. 5

| Illinois - VGT Income – December Actuals            |               |           |  |
|---|---------------|-----------|--|
| VGT Count State Wide                                | 13,374        |           |  |
| Funds In  | \$136,644,077 |           |  |
| Funds Out   | \$99,006,054  |           |  |
| Net Terminal Income (NTI)                           | \$37,638,023  |           |  |
| <b>Payment Breakdown</b>                            |               |           |  |
| Tax Rate State Share (25%)                          | \$9,409,506   |           |  |
| Tax Rate Municipality Share (5% Operator (35%)      | \$1,881,901   |           |  |
| Location (35%)                                      | \$13,173,308  |           |  |
| NET TERMINAL INCOME Per VG                          | \$2,814       |           |  |
| <b>STATE AVERAGE LOCATION REVENUE</b>               |               |           |  |
|   |               |           |  |
|   |               |           |  |
| 5 VGT'S INSTALLED                                   | MONTHLY       | YEARLY    |  |
| Funds In  | \$51,086      | \$613,029 |  |
| Funds Out   | \$37,014      | \$444,173 |  |
| Net Terminal Income (NTI)                           | \$14,071      | \$168,856 |  |
| <b>Payment Breakdown</b>                            |               |           |  |
| Tax Rate State Share (25%)                          | \$3,517.84    | \$42,214  |  |
| Tax Rate Municipality Share (5%)                    | \$703.57      | \$8,443   |  |
| Operator (35%)                                      | \$4,924.97    | \$59,100  |  |
| Location (35%)                                      | \$4,924.97    | \$59,100  |  |
| <b>CONVENIENT STORES PROJECTED LOCATION REVENUE</b> |               |           |  |

PG 6

| <b>5 VGT'S INSTALLED</b>         | <b>MONTHLY</b> | <b>YEARLY</b> |  |
|----------------------------------|----------------|---------------|--|
| Funds In                         | \$75,000       | \$900,000     |  |
| Funds Out                        | \$55,000       | \$660,000     |  |
| Net Terminal Income (NTI)        | \$20,000       | \$240,000     |  |
|                                  |                |               |  |
| <b>Payment Breakdown</b>         |                |               |  |
| Tax Rate State Share (25%)       | \$5,000.00     | \$60,000      |  |
| Tax Rate Municipality Share (5%) | \$1,000.00     | \$12,000      |  |
| Operator (35%)                   | \$7,000.00     | \$84,000      |  |
| Location (35%)                   | \$7,000.00     | \$84,000      |  |

PG. 7

**MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 22 SEPTEMBER 2014**

**14C-0366 – CALL TO ORDER**

Mayor Renner called the regular meeting to order at 6:30 p.m. in the Board Chambers at 101 Green Street on 22 September 2014.

**14C-0367 – ROLL CALL**

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

**14C-0368 – ESTABLISHMENT OF QUORUM**

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

**14C-0369 – PLEDGE OF ALLEGIANCE**

The Pledge was recited.

**14C-0370 - REPORTS OF STANDING COMMITTEES**

No reports.

**14C-0371 – PUBLIC COMMENTS**

None.

**PUBLIC HEARINGS**

**Motion:** Greene moved, seconded by Fach, to open the Public Hearing on the Proposed First Amendment to the Annexation Agreement between Joe Borsdorf, James Sullivan, Alexander Philips, James Richards, Jo Ann Richards, or their grantees, heirs, successors or assigns for the Planned Unit Development at 9146 U.S. Route 20 West to consider an application by the owner to install a septic system as an alternative to connecting to the public sewer system.

**Discussion:** None.

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

The motion carried.

**14C-0372 – PUBLIC HEARING ON THE PROPOSED FIRST AMENDMENT TO THE ANNEXATION AGREEMENT BETWEEN JOE BORSDORF, JAMES SULLIVAN, ALEXANDER PHILIPS, JAMES RICHARDS, JO ANN RICHARDS, OR THEIR GRANTEES, HEIRS, SUCCESSORS OR ASSIGNS FOR THE PLANNED UNIT DEVELOPMENT AT 9146 U.S. ROUTE 20 WEST. THE PUBLIC HEARING WILL CONSIDER AN APPLICATION BY THE OWNER TO INSTALL A SEPTIC SYSTEM AS AN ALTERNATIVE TO CONNECTING TO THE PUBLIC SEWER SYSTEM.**

**Testimony:** None.

**Motion:** Greene moved, seconded by Fach, to close the Public Hearing on the Proposed First Amendment to the Annexation Agreement between Joe Borsdorf, James Sullivan, Alexander

Philips, James Richards, Jo Ann Richards, or their grantees, heirs, successors or assigns for the Planned Unit Development at 9146 U.S. Route 20 West to consider an application by the owner to install a septic system as an alternative to connecting to the public sewer system.

**Discussion:** None.

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

The motion carried.

**14C-0373 – PUBLIC HEARING TO CONSIDER A REQUEST BY LOUIS NACK, JR., 208 LAFAYETTE STREET, TO VACATE APPROXIMATELY 0.10 ACRES IF STREET RIGHT-OF-WAY ADJACENT TO HIS PROPERTY**

**Motion:** Greene moved, seconded by Kieffer, to postpone item 14C-0373 to October 13, 2014.

**Discussion:** None.

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

The motion carried.

**LIQUOR COMMISSION**

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

**Discussion:** None.

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

The motion carried.

**14C-0374 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION BY JULIE K. TAYLOR FOR A CLASS B LIQUOR LICENSE FOR GRWC, INC., DBA GALENA RIVER WINE AND CHEESE, 420 SOUTH MAIN STREET**

**Motion:** Painter moved, seconded by Greene, to approve the application for a Class B Liquor License by Julie K. Taylor for GRWC, Inc., DBA Galena River Wine and Cheese at 420 S. Main Street.

**Discussion:** None.

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

The motion carried.

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

**Discussion:** None.

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

NAYS: None

The motion carried.

**CONSENT AGENDA CA14-18**

**14C-0350 – APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF SEPTEMBER 8, 2014**

**14C-0376 – APPROVAL OF BUDGET AMENDMENT BA15-03 FOR TURNER HALL IMPROVEMENTS**

**14C-0377 – APPROVAL OF REQUEST BY THE NORTHWEST ILLINOIS WINE GROWERS FOR A FESTIVAL PERMIT FOR THE “TOP OF ILLINOIS WINE FEST,” JUNE 27, 2015 IN DEPOT PARK**

**14C-0378 – APPROVAL OF CHANGE ORDER #1 FOR THE PARK AVENUE RECONSTRUCTION PROJECT**

**14C-0379 – ACCEPTANCE OF JULY 2014 FINANCIAL REPORT**

**Motion:** Kieffer moved, seconded by Fach, to approve Consent Agenda CA14-18.

**Discussion:** None.

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

The motion carried.

**UNFINISHED BUSINESS**

**14C-00357 – DISCUSSION AND POSSIBLE ACTION ON THE AWARD OF CONTRACTS FOR THE POLICE DEPARTMENT REMODELING PROJECT**

**Motion:** Greene moved, seconded by Kieffer, to deny all bids and rebid only the top floor at this time amended to include refuse all bids and rebid for the first floor work and a separate bid for the ground floor work.

**Discussion:** Greene felt the City could save quite a bit if we were to not do the ground floor at this time. It could be done a year or so from now.

Bernstein questioned if part of the plan for redoing the ground floor was security issues. She felt if that were part of it it would make sense to do it at this time.

Moran advised the downstairs would consist of locker rooms and a lower level booking room for booking individuals at night whom they don't wish to bring upstairs. The locker rooms would be created using existing space.

Painter stated she would like to see us do the complete project as the Police Department has operated for so many years in such poor conditions. She felt getting it all done at one time is very important.

Fach questioned what the savings would be by not doing it at this time. Moran stated he doesn't know what the savings on the project would be as the base bids includes the work on the ground floor. He recommended rebidding with the ground and first floor bids separate.

Lincoln stated he would like to see some better accessibility to the garages through the front stairway.

**Amended**

**Motion:** Fach moved, seconded by Painter to amend the motion to read refuse all bids and rebid for the first floor work and a separate bid for the ground floor work.

**Discussion:** None.

**Amended**

**Motion**

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

The motion carried.

**Main**

**Motion**

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

The motion carried.

**NEW BUSINESS**

**14C-00380 – PRESENTATION BY BETH BARANSKI, JO DAVIESS COUNTY LEAGUE OF WOMEN VOTERS, ON WATERSHED PLANNING PROJECT**

Beth Baranski on behalf of the League of Women Voters presented information on their Watershed Planning Project.

Painter questioned who would be filling out the surveys. Baranski advised they are going to distribute the surveys to every township and municipality and have their boards complete them. Once they are received back a Professor and students at the University of Wisconsin Platteville will be putting the data together.

Baranski advised they have also had ongoing contact with the Environmental Protection Agency as well as Department of Natural Resources water resource people.

**14C-00381 – DISCUSSION AND POSSIBLE ACTION ON THE FIRST READING OF AN ORDINANCE TO VACATE APPROXIMATELY 0.10 ACRES OF STREET RIGHT-OF-WAY ADJACENT TO 208 LAFAYETTE STREET**

**Motion:** Painter moved, seconded by Bernstein, to postpone action on item 14C-00381 to the meeting of October 13, 2014.

**Discussion:** None.

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

The motion carried.

**14C-00382 – DISCUSSION AND POSSIBLE ACTION ON THE PROPOSED FIRST AMENDMENT TO THE AGREEMENT BETWEEN JOE BORSORF, JAMES SULLIVAN, ALEXANDER PHILIPS, JAMES RICHARDS, JO ANN RICHARDS, OR THEIR GRANTEEES,**

**HEIRS, SUCCESSORS OR ASSIGNS FOR THE PLANNED UNIT DEVELOPMENT AT 9146 U.S. ROUTE 20 WEST**

**Motion:** Fach moved, seconded by Lincoln, to deny the proposed First Amendment to the agreement between Joe Borsdorf, James Sullivan, Alexander Philips, James Richards, Jo Ann Richards, or their grantees, heirs, successors or assigns for the Planned Unit Development at 9146 U.S. Route 20 West.

**Discussion:** Fach noted this agreement took a lot of time and effort on behalf of the City to come up with. As far as he understands, there were no objections from the signing parties. Fach feels the agreement is fair to both the City and the other party.

Moran advised the main on Powder House Hill Road lies on top of private property. There is currently an easement for the roadway but not for water and sewer. It is approximately 2,000 feet away. There is also a connection in the Timp Subdivision. That would also go through private property and require easements. Moran advised the agreement is very clear that the City wasn't granting any easements and any cost would be the responsibility of the developer.

Renner advised the current ordinance requires anyone within 300 feet of water and/or sewer to hook up. He noted the Gateway Park restrooms will be on septic. He recommended adding a stipulation that if water and sewer is extended to within 300 feet they would be required to hook on.

Bernstein felt it was a relatively small part of the parcel and had no problem with justifying it.

Moran advised they currently have a potential buyer for 3-5 acres. Painter questioned if the city were to agree to this it could set a precedent for any sale of additional property after that.

Fach noted the Comprehensive Plan doesn't call for development in this area. Development is encouraged to be on the other side of the City. He feels if they are going to develop it they need to go along with what the city wants. The agreement is what the City wanted. Nothing has happened out there that would change the agreement. He noted the developer is getting his price for those acres and has certainly factored all of that in when they signed the agreement with the city.

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

The motion carried.

**14C-00383 – FIRST READING OF AN ORDINANCE TO REZONE THE CENTER FOR THE ARTS PROPERTY, 219 SUMMIT STREET, FROM LOW DENSITY RESIDENTIAL TO PLANNED UNIT DEVELOPMENT WITH AN UNDERLYING DISTRICT OF NEIGHBORHOOD COMMERCIAL**

**Motion:** Greene moved, seconded by Painter, to approve the first reading and waive the second reading of an Ordinance to rezone the Center for the Arts property, 219 Summit Street, from Low Density Residential to Planned Unit Development with an underlying district of Neighborhood Commercial.

**Discussion:** None.

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

The motion carried.

**14C-00384 – DISCUSSION AND POSSIBLE ACTION ON THE FINAL PLAT OF SUBDIVISION FOR THE CENTER FOR THE ARTS**

**Motion:** Painter moved, seconded by Bernstein, to approve the Final Plat of Subdivision for the Center for the Arts.

**Discussion:** None.

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

The motion carried.

**14C-00385 – DISCUSSION AND POSSIBLE ACTION ON A CONTRACT FOR BACKFLOW INSPECTION SERVICES**

The following bid was received:

Nelson-Carlson Mechanical Cont.      \$40/per device

**Motion:** Bernstein moved, seconded by Painter, to approve the contract for Backflow Inspection Services, item 14C-00385, to Nelson-Carlson Mechanical Cont. in the amount of \$40 per device.

**Discussion:** None.

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

The motion carried.

**14C-00386 – FIRST READING OF AN ORDINANCE DECLARING THE SALE OF SURPLUS PROPERTY FROM THE OLD CITY HALL AND THE POLICE DEPARTMENT**

**Motion:** Painter moved, seconded by Kieffer, to approve the first reading and waive the second reading of an Ordinance declaring the sale of surplus property from the old City Hall and the Police Department.

**Discussion:** None.

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

The motion carried.

**14C-0387 – WARRANTS**

**Motion:** Greene moved, seconded by Kieffer, to approve the Warrants as presented.

**Discussion:** None.

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

The motion carried.

**14C-0388 – ALDERPERSONS' COMMENTS**

**Dangerous Traffic Areas** – Bernstein stated she has been approached with some concerns of areas that are potentially dangerous in the city in terms of traffic. It has mostly to do with site lines where vehicles are parked to close to the intersection. She would like to have the Police Department patrols be aware of potential problems of that nature and address them.

**Recycling Containers** – Bernstein stated she noticed at a recent outdoor event that did not have recycling containers. She thought we had agreed to require them.

**Center for the Arts** – Painter stated she was pleased to approve the change. She urged all to attend their events.

**Park Avenue** – Painter stated she is excited to get Park Avenue back open in the near future for the residents. Lincoln agreed adding that it appears that they used a new material between the curb and sidewalk that will hopefully work better with expansion.

**Floodgates** – Kieffer noted the Floodgates are getting rusty again.

**Park Avenue** – Fach advised he was on the jobsite watching them pour concrete. M & M Contractors out of Stockton did an excellent job.

**Weapons on City Property** – Fach questioned if we have anything that prohibits weapons being carried on city property such as parks and Turner Hall. Moran advised most properties have signs which prohibit concealed weapons. He advised the law applies to parks as well as public buildings. We currently do not have any signs posted at the parks.

**14C-0389 – CITY ADMINISTRATOR'S REPORT**

**Park Avenue Project** – The project is moving along great thanks to the work of Andy Lewis who has been overseeing the project which was finished ahead of schedule. They expect to open Park Avenue on Wednesday morning.

**Unit 3 Subdivision** – Work is proceeding nicely. The curb and gutter were completed today. Asphalt should be laid within the next 2 weeks. The project should be wrapped up by the end of October.

**Dewey Avenue Bridge** – Moran reported IIW has been studying the bridge on Dewey Avenue. The final report shows some issues as well as options for repair and/or replacement. An item will be added to the next agenda to bring the Council up to speed. Moran recommended discussing this along with the new Capital Improvement Plan in December.

**Sustainability Award** – Moran reported the City of Galena will be the recipient of the Governor's Sustainability Award for our efforts in making the city "green".

**Welcome** – Moran welcomed Janelle Keeffer as the new Facilities Manager.

**14C-0390 – MAYOR'S REPORT**

**Site Lines** – Mayor Renner advised if people could give the locations where they have concerns, Public Works could look at extending the red curb to improve the line of site.

**Park Avenue** – Mayor Renner noted the project is going great. He thanked Steve Schmidt of MSA for his help with the project as well as the people on Park Avenue who have put up with the construction.

**14C-0391 - ADJOURNMENT**

Regular Board Meeting

22 September 2014

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

**Discussion:** None.

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

The motion carried.

The meeting adjourned at 7:14 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Mary Beth Hyde". The signature is written in a cursive, flowing style.

Mary Beth Hyde  
City Clerk

**CHANGE ORDER**

Number: **#1** Date of Issuance: **6 October 2014**

Project: **Turner Hall Improvements**

OWNER: **City of Galena**

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

CONTRACTOR: **White Construction, 316 South Street, Galena IL 61036**

ENGINEER/ARCHITECT: **Adam Johnson Architects**

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

DESCRIPTION OF CHANGE ORDER:

| <b>Ref.#</b> | <b>Work Item</b>   | <b>Justification</b>  | <b>Cost \$</b>  |
|--------------|--|---|-----------------|
| 1            | Remove and replace loose mortar around eight windows and at various locations on three facades. Void areas filled with spray foam.   | Necessary to weather proof the building and enable windows to be secured which had worked loose because of the deteriorated mortar. | 1900.00         |
| 2            | Additional areas of rotted wood needed to be replaced with epoxy filler, fiberglass surface coating and wood inserts at ten windows. | Necessary to weather proof the building and improve energy efficiency.  | 1650.00         |
|              | <b>TOTAL</b>   |   | <b>3,550.00</b> |

ATTACHMENTS: Refer to work change directives and contractor's letter

CHANGE IN CONTRACT PRICE:

|  |     |                    |
|--|-----|--------------------|
| Original Contract price                            |     | \$10,174.00        |
| Net Change previous Change Orders                  | ADD | \$0.00             |
| Revised Contract price with previous change orders |     | \$10,174.00        |
| Net Change of this Change Order                    | ADD | \$3,550.00         |
| Contract price with all approved Change Orders     |     | <b>\$13,724.00</b> |

CHANGE IN CONTRACT TIME:

|   |                 |
|---|-----------------|
| Original Contract Substantial Completion Date                         | 17 October 2014 |
| Contract Completion Date Adjustment previous Change Orders            | 0 days          |
| Contract Completion Date Adjustment this Change Order                 | 3 days          |
| Adjusted Contract Substantial Completion Date including Change Orders | 22 October 2014 |

Recommended by:

\_\_\_\_\_  
ENGINEER

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_  
OWNER

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_

\_\_\_\_\_

City of Galena, Illinois

Budget Amendment No. 15-04  
Fiscal Year 2014-15



| Line Item Title           | Line Item No. | Beginning Balance | Increase  | Decrease  | Ending Balance |
|---------------------------|---------------|-------------------|-----------|-----------|----------------|
| Turner Hall Improvements  | 58.54.820.00  | \$ 43,500         | \$ 3,550  |           | \$ 47,050      |
| Police Salaries and Wages | 01.41.411.00  | \$ 338,850        |           | \$ 11,075 | \$ 327,775     |
| Professional Services     | 01.11.549.00  | \$ 1,000          | \$ 11,075 |           | \$ 12,075      |
|                           |               |                   |           |           |                |
|                           |               |                   |           |           |                |

Justification:

This budget amendment includes the following proposed change to the current budget:

1. A change order is proposed for the October 13 council meeting to add \$3,550 to the contract with White Construction for repairs to the windows at Turner Hall. The proposed budget amendment would transfer \$3,550 from the General Fund savings to the Turner Hall Fund to cover this expense.
2. An invoice is payable to the outside attorney handling the ongoing arbitration case of a former Galena Police Officer. The proposed budget amendment would transfer \$11,075 from the Police Department salaries line item to a professional services line item to cover this expense.

Effect of Budget Amendment on Budget:

| Fund                                  | Approved Budget     | Budget After Previous Amendments | Budget After Proposed Amendment |
|---------------------------------------|---------------------|----------------------------------|---------------------------------|
| General Fund Revenues                 | \$ 3,357,160        | \$ 3,357,160                     | \$ 3,357,160                    |
| General Fund Expenses                 | \$ 3,637,160        | \$ 3,703,815                     | \$ 3,703,815                    |
| <b>General Fund Total</b>             | <b>\$ (280,000)</b> | <b>\$ (346,655)</b>              | <b>\$ (346,655)</b>             |
| Other Fund Revenues                   | \$ 5,122,020        | \$ 5,122,020                     | \$ 5,122,020                    |
| Other Fund Expenses                   | \$ 5,833,920        | \$ 5,873,620                     | \$ 5,877,170                    |
| <b>Other Fund Total</b>               | <b>\$ (711,900)</b> | <b>\$ (751,600)</b>              | <b>\$ (755,150)</b>             |
| <b>Total Budget Surplus/(Deficit)</b> | <b>\$ (991,900)</b> | <b>\$ (1,098,255)</b>            | <b>\$ (1,101,805)</b>           |

Approved by City Council on \_\_\_\_\_

---

Mark Moran  
Budget Officer



# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: October 7, 2014 

RE: Police Department Remodeling Bids (**Updated for Oct. 13 Agenda**)

At the September 22 council meeting, the city council voted to reject all bids for the Police Department Remodeling Project and rebid the work with the lower level separated as an alternate. The bid documents were updated accordingly and notice of the re-bid was provided to the original bidders and the public. Three new bids for the project were received and opened on October 7. I am writing to transmit the bid results, other costs outside of the general construction bid, and the estimated total project cost.

### Bid Results

The low base bid for the general construction was Bockelman, Skrine, Inc. at \$280,000. Montgomery Timmerman bid \$4,678 more at \$284,678. Tricon bid \$327,000. A summary of the base bids and four alternates for each of the three contractors is shown in Table 1.

Table 1. Police Department Remodeling Bid Summary

| Project Element | Description                     | Bockelman<br>Skrine, Inc. | Montgomery<br>Timmerman | Tricon<br>Construction |
|-----------------|---------------------------------|---------------------------|-------------------------|------------------------|
| Base Bid        | Upper level construction        | \$280,000                 | \$284,678               | \$327,000              |
| Alternate 1     | Lower level construction        | \$17,000                  | \$54,790                | \$36,000               |
| Alternate 2     | Underlayment for carpet squares | \$6,000                   | \$7,500                 | \$10,500               |
| Alternate 3a    | Rolled carpet second level only | \$-6,000                  | \$-6,714                | \$-1,000               |
| Alternate 3b    | Rolled carpet both levels       | \$2,000                   | \$-8,714                | \$-5,000               |
| Alternate 4     | Backup power generator          | \$24,000                  | \$21,900                | \$20,000               |

As clarification, the base bid includes all the work on upper level and five fire-rated doors required on the lower level. Alternate 1 is all of the other work on the lower level to remove unneeded rooms and create two locker rooms and a booking area. Alternate 2 would add underlayment on the second level to facilitate the use of carpet squares as used in City Hall. Alternates 3a and 3b would substitute rolled carpet for carpet squares on the second level only (Alternate 3a) or on both levels (Alternate 3b). Alternate 4 is the installation of a generator for backup power.

### Furniture, Fixtures and Equipment

Other project elements not included in the general construction bid include: furniture, window treatments, interrogation room audio/visual system, security camera system, training/conference room audio/visual system, computer networking, building signs, and architectural/construction observation fees. A summary of all of the known project costs is shown in Addendum A. Assuming the acceptance of the low base bid and Alternate 2 (carpet squares), the total project cost would be \$382,546. This figure does not include a contingency for unforeseen issues/costs. Adding the lower level construction would increase the cost to \$399,546. Adding the lower level and the generator would increase the cost to \$423,546.

When the project scope was last discussed by the city council in April, the estimated project cost was \$341,400. This cost did not include the backup power generator, any work on the lower level, or the LED lighting proposed for the second level. The existing lighting could not be transferred to the planned suspended ceiling.

### Budget

The current budget includes \$300,000 for the project. No borrowing is planned. In order to proceed with the project (omitting the lower level work and generator), the council would have to be prepared to amend the budget to cover the total cost of at least \$382,546. At this project level, the projected year-end fund balance for the General Fund would be \$1,814,625 or 48% of annual operating expenses. This would exceed the 40% reserve recommended by our Fund Balance Policy.

### Contractor Qualifications

As reported previously, following the opening of the bids in September, our staff reviewed the qualifications of the low bidder, Bockelman Skrine, Inc. The review included meeting with owner Bob Bockelman, contacting references provided by the company, contacting others who were known to have contracted with the company, and contacting the Illinois Department of Finance and Profession Regulation.

In our meeting with Bockelman, he appeared to have a thorough understanding of our project plans. Bockelman worked for the City of Galena in 2004 as the general contractor (then Gateway Construction) for the swimming pool bathhouse remodeling. His work on that project was satisfactory and without issues.

The reference checks for Bockelman Skrine, Inc. were mixed. Some clients, such as the Hanover Library District and the Irish Cottage, were very pleased with the work of the company. Other inquires yielded less than satisfactory performance reviews. One client, not listed as a reference, was the City of Savanna, Illinois. Bockelman Skrine, Inc. was the general contractor on their city hall remodeling project. The contractor's performance in Savanna was described as very poor. The June 13, 2013 minutes of the Savanna City Council describe a unanimous vote to "initiate legal procedures against Bockelman Skrine, Inc. to resolve deficient conditions

existing in the City Hall building project by performing and completing the construction deficiencies and that the City be allowed to obtain bids to get this work repaired.” My understanding is that legal action was not taken. Following a 2009 job for the Jo Daviess County Housing Authority, Bockelman Skrine, Inc. was fined \$2,000 by the Illinois Department of Finance and Professional Regulation (IDFP) for roofing without a roofing license after submitting the bid for the work using the roofing license of another company. A legal Consent Order was issued by the IDFP which included the fine.

The Galena Code of Ordinances states that the contract for each bid project must be awarded to the lowest responsible bidder. In awarding the contract, in addition to price, the code states that the City Council shall consider:

- (1) The ability, capacity and skill of the bidder to perform the contract to provide the services required;
- (2) Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- (3) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- (4) The quality of the performance of previous contracts or services;
- (5) The previous and existing compliance by the bidder with laws and ordinances relating to the contractor service;
- (6) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- (7) The quality, availability and adaptability of the supplies or contractual services to the particular use required;
- (8) The ability of the bidder to provide future maintenance and service for the use of the subject of the contract;
- (9) The number and scope of conditions attached to the bid.

If you were to determine that Bockelman Skrine, Inc. is not the lowest responsible bidder for any one or more of the reasons listed above, you would then review the qualifications of the next lowest bidder or reject all bids.

### Summary

To move forward with the project, we would need motions and votes on the following:

- (1) Award of base bid and selected alternate(s).
- (2) Award of contracts for furniture, fixtures, and equipment:
  - i. Furniture
  - ii. Lockers
  - iii. Window treatments
  - iv. Interrogation system
  - v. Security camera system
  - vi. Training/conference room electronics
  - vii. Computer networking

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

Addendum A. Police Department Remodeling Project Costs  
As of October 7, 2014

| Item   | Firm                                  | Cost             |
|--|---------------------------------------|------------------|
| <b>Professional Services</b>                   |                                       |                  |
| Design Development                             | Baranski, Hammer, Moretta, & Sheehy   | \$1,500          |
| Construction Documents                         | Baranski, Hammer, Moretta, & Sheehy   | \$11,000         |
| Construction Observation                       | Baranski, Hammer, Moretta, & Sheehy   | \$5,600          |
| <b>General Construction Contract</b>           |                                       |                  |
| Base Bid                                       | Bockelman Skrine, Inc.                | \$280,000        |
| Alternate 1 (Lower level construction)         | Bockelman Skrine, Inc.                | Omit             |
| Alternate 2 (Underlayment for Carpet Squares)  |                                       | \$6,000          |
| Alternate 3a (Rolled carpet second level only) |                                       | Omit             |
| Alternate 3b (Rolled carpet both levels)       |                                       | Omit             |
| Alternate 4 (Generator)                        |                                       | Omit             |
| <b>Furniture and Fixtures</b>                  |                                       |                  |
| General Office Furniture                       | SBM Office Equipment (current vendor) | \$52,290         |
| Lockers  | Salsbury Industries (low bid)         | \$5,575          |
| Window Treatments (40+ windows)                | Vignettes (current vendor)            | \$7,360          |
| <b>Other</b>                                   |                                       |                  |
| Interrogation Video System                     | Globalcom Technologies (low bid)      | \$3,575          |
| Security System Cameras                        | Globalcom Technologies (low bid)      | \$2,915          |
| Training/Conference Room Electronics           | Globalcom Technologies (low bid)      | \$1,295          |
| Computer Network (estimate)                    | Wizard Computer (current vendor)      | \$2,500          |
| Building Signs                                 | To be determined                      | \$2,936          |
| <b>TOTAL PROJECT COST</b>                      |                                       | <b>\$382,546</b> |

|  |             |
|--|-------------|
| General Fund projected year-end balance after Police Department Remodel expenses | \$1,814,625 |
| Projected year-end fund balance for all funds                                    | \$6,225,803 |

# CITY OF GALENA, ILLINOIS

101 Green Street • P.O. Box 310 • Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis, City Engineer *AL*

DATE: 6 October 2014

RE: Dewey Avenue Road Bridge  
Feasibility Study

Earlier this year the city council commissioned IIW Engineers to complete an engineering study of the Dewey Avenue road bridge over Hughletts Branch. This structure is inspected every two years as part of an IDOT bridge safety program. In their last report IIW indicated that continuing deterioration of the bridge structure has reduced life expectancy to 5-10. After this time the bridge will have to be replaced.

The engineering study is now complete and a copy is attached. This describes two options, summarized as follows:

### **Option 1 – Bridge Rehabilitation (45 feet span)**

Repaint steel stringer beams, selectively replace reinforced concrete, install new curbs and concrete railings, rehabilitate road surface and provide protection to upstream banks to prevent erosion. These improvements will extend the life of the bridge for another 10-15 years. Estimated Cost \$198,000

### **Option 2 – Bridge Replacement (60 feet span)**

Remove and replace existing bridge with a 60 feet long pre-stressed concrete beam structure with concrete deck and concrete rail. Typical life expectancy for a new concrete bridge is 75 years, but IIW Engineers suggest that 100 years is more a reasonable figure. Estimated construction cost (excluding engineering) \$420,000.

If bridge replacement is the preferred option it is possible that 80% funding for construction can be obtained from IDOT, while engineering costs could be partly funded from our Motor Fuel Tax (MFT) budget. Initial discussion with the IDOT bridge engineer indicates construction funding would have to be proposed through the county engineer who is responsible for allocating funds for bridge replacement. We are presently in discussions with IDOT and the county regarding funding options. It is likely this project will take 2-3 years of planning and design before construction can commence.

In discussing this project with other city staff it is our recommendation we seek IDOT funding to cover 80% of the construction cost for a new bridge.

September 16, 2014

Andy Lewis, P.E.  
City of Galena  
312 ½ North Main  
Galena, IL 61036

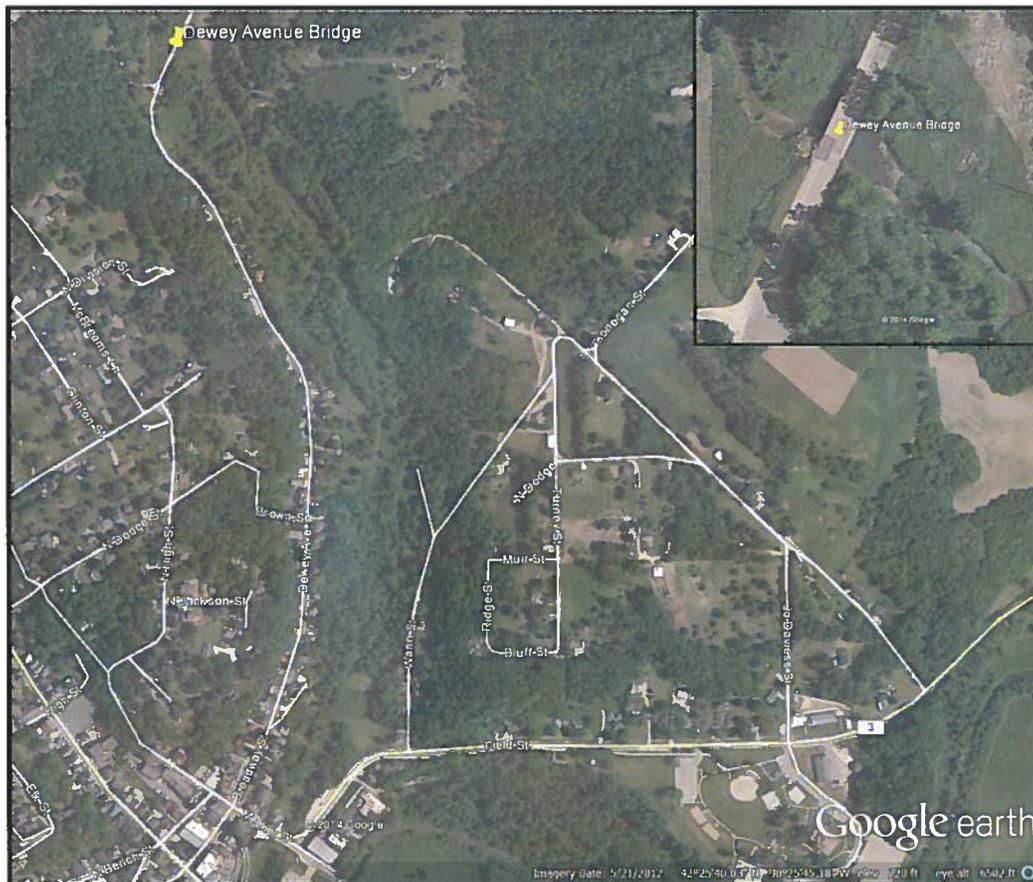
Re: **Dewey Avenue over Hughlett Branch Bridge (Str. No. 043-6002)**  
**Alternative Analysis**  
**IIW Project No.: 14037**

Dear Mr. Lewis:

IIW, P.C. has completed the feasibility study intended to investigate the option of rehabilitating or replacing the existing structure carrying Dewey Avenue over the Hughlett Branch as outlined in our April 17, 2014 Proposal for Professional Services. The intent of the evaluation was to identify several alternatives which will increase the longevity of the structure. Additionally, the investment associated with different repairs will be identified which will provide a cost based comparison of the options to aid in your decision making process; and allows the City to compare those costs with the investment associated with replacement.

**PROJECT DESCRIPTION**

The bridge is located on the north limit of the City of Galena on Dewey Avenue, JoDaviess County.



ARCHITECTURE  
CIVIL ENGINEERING  
CONSTRUCTION SERVICES  
ENVIRONMENTAL ENGINEERING  
LAND SURVEYING  
MUNICIPAL ENGINEERING  
STRUCTURAL ENGINEERING  
TRANSPORTATION ENGINEERING

Dennis F. Waugh, PE/SE\*  
Charles A. Cate, PE \*\*  
Gary D. Sejkora, PE  
Michael A. Jansen, PE/SE  
Ronald A. Balmer, PE/SE/AIA  
Timothy J. Tranel, PE\*  
John F. Wandsnider, PE  
Julie P. Neebel, PE  
James P. Kaune, PE  
Thomas J. Oster, PLS \*\*  
Wray A. Childers, PLS  
Geoffrey T. Blandin, PE  
Mark C. Jobgen, PE  
Lauren N. Ray, PE/SE\*  
Bradley J. Mootz, PE/SE  
Cody T. Austin, PE\*  
Marc D. Ruden, PE  
Mark R. Fassbinder, AIA\*  
Michael A. Ruden, NCARB/AIA\*  
Craig J. Elskamp, AIA  
Eric J. Helminiak, PE/SE\*  
Steven J. Hunn, PE  
Jeffrey J. Brandt, PLS / RLS  
Craig L. Geiser, PLS / RLS  
Adam J. Moris, PE  
David A. Leapaldt, AIA, CID\*  
Nathan W. Miller, PE  
G. Alan Peterson, PE  
Damian D. Baumhover, AIA  
Gene Farach, PE  
Nicholas A. Schneider, PE

\* LEED AP  
\*\* Retired

The existing single-span superstructure consists of steel stringers supporting a cast-in-place concrete deck with an integral concrete curb and a substandard steel railing. The superstructure is supported by a concrete pile cap and steel H-piles with a timber abutment backwall. The following information is based on the Illinois Structures Information Management System Structure Summary Report.

| INVENTORY DATA                |                   |
|-------------------------------|-------------------|
| Bridge Name                   | DEWEY AVE BRIDGE  |
| Facility Carried              | DEWEY AVE         |
| Feature Crossed               | HUGHLETTS BRANCH  |
| Location                      | N LIMIT OF GALENA |
| Maintenance Responsibility    | 04 MUNICIPALITY   |
| Sufficiency Rating            | 48.8              |
| Structure Length (feet)       | 45.0              |
| Bridge Roadway Width (feet)   | 24.0              |
| Approach Roadway Width (feet) | 20.0              |
|                               |                   |
| KEY ROUTE ON DATA             |                   |
| Township/Road District        | 22 WEST GALENA    |
| Municipality                  | 2095 GALENA       |
| Functional Classification     | 6 MINOR COLLECTOR |
| Current AADT Year/Count       | 2010 / 550        |

#### BRIDGE REHABILITATION

An evaluation of the exiting bridge was performed in order to determine the feasibility of rehabilitating the existing structure. Based on our most recent visual inspection of the bridge, a number of items were identified which would require rehabilitation in order to increase the potential longevity of the bridge. Each of these items is listed below, along with the estimated cost associated with each (including contingency).

| Item   | Cost              |
|--|-------------------|
| Repainting steel stringers   | \$ 63,000         |
| Concrete Repairs<br><i>(Includes selective demolition and repair of curbs and deck edges, improving the existing deck drains, selective demolition and repair of the existing pile caps, and replacing existing steel railing with concrete railing)</i> | 48,000            |
| Rehabilitate wearing surface (mill and overlay)  | 32,000            |
| Protect the upstream banks from further erosion.   | 23,000            |
| Guardrail <sup>1</sup>   | 32,000            |
| <b>TOTAL ESTIMATED PROJECT COST</b>  | <b>\$ 198,000</b> |

In accordance with the Bureau of Local Roads and Streets Manual §35-3.08 Bridge Rails, "An approaching roadside barrier (or approved terminal section) is required for all bridge rail ends closest to the flow of traffic." However, a design variance due to the existing topographic and right-of-way limitations could be considered, potentially reducing the cost of the proposed guardrail.

If all of the above improvements are completed, an additional 10-15 years of design life can be anticipated for the structure.

<sup>1</sup> Guardrail cost estimate is based on the installation of Type 6 Terminal sections and associated earthwork associated with a 3.0 horz: 1.0 vertical sideslope.

Alternative Analysis  
September 16, 2014  
Page 3 of 3

**BRIDGE REPLACEMENT**

A preliminary hydraulic design was also performed on the site to determine the anticipated bridge size required to meet current Illinois DOT standards. Based upon our hydraulic analysis, a 60' long 42" prestressed concrete beam bridge with an 8" thick cast-in-place concrete deck and a concrete rail is the anticipated maximum bridge size.

Based on a preliminary structural design, the anticipated replacement cost is \$420,000. The estimated bridge cost excludes engineering, services during construction (material testing, construction staking, etc.), and right-of-way and temporary construction easement acquisition.

**FINDINGS AND RECOMMENDATIONS**

According to the Bureau of Local Roads and Streets Manual:

*If any rehabilitation or reconstruction is done on a bridge, regardless of funding, the bridge is not eligible for HBP funding for a period of 10 years.*

Additionally, according to the IDOT Local Programming Matrix, funding which is available for bridge replacements typically provides 80 percent of the total construction cost, with the local entity required to fund the remaining 20%. As a result, if this funding is available, the out-of-pocket cost to the City for either rehabilitation or replacement is as listed below.

| Item                                   | Cost      |
|--|-----------|
| Bridge Rehabilitation (100% LPA Funds) | \$198,000 |
| Bridge Replacement (20% LPA Funds)     | \$84,000  |

Therefore, based on our evaluation, we recommend evaluating the availability of bridge replacement funding to proceed with the bridge replacement alternative.

If you have any questions, please feel free to contact our office. Thank you.

Sincerely,  
IIW, P.C.



Bradley J. Mootz, P.E., S.E., C.F.M.  
Project Manager/Project Engineer



Nathan W. Miller, P.E.  
Project Manager & Structural Engineer/Bridge Inspection TL/PM

# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: October 6, 2014

RE: Depot Sublease

Last month, the city council voted to renew the lease of the Old Railroad Depot with the Galena Area Chamber of Commerce. The Chamber explained that the Galena-Jo Daviess County Convention and Visitors Bureau (CVB) plans to vacate the lower level of the Depot on November 30. As explained in the attached letter, the Chamber proposes to sublease the lower level to Back to Health Chiropractic effective December 1.

According to the lease agreement for the Depot, the Chamber may not sublease any part of the building without the consent of the City. The following is the sublease language from the lease.

12. ASSIGNMENT AND SUB-LETTING: 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.

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



SUBMITTED: October 3, 2014

TO: City of Galena

FROM: Katie Murphy  
President & CEO, Galena Area Chamber of Commerce

RE: Train Depot Tenant Proposal

The Galena Area Chamber of Commerce Board of Directors is requesting the following for review and approval:

- To allow new tenant, Injun Chong, owner of Back 2 Health Chiropractic, rental of the lower level of the Old Train Depot at 101 Bouthillier Street.
- Back 2 Health Chiropractic Wellness Center is a health, wellness and chiropractic For-Profit-Business. They will offer patients and the public a place to come experience chiropractic care along with massage and other complimentary services including individualized nutrition and exercise programs to support restoring them Back 2 Health. It will be a place to be empowered with support and information on how to reinstate their health thru one on one consulting or group workshops on many of the health challenges people are experiencing today. Chong's mission is to help the community to become healthier and share how to get and be well thru the environment and services that will be offered at Back 2 Health Chiropractic Wellness Center.
- Once current tenant (Galena/Jo Daviess CVB) vacates the location, Chong proposes to make minor changes to the interior of the lower level, which will include some painting of walls and placing temporary rubber matting on existing floor. There will be no interior structural changes to the space. Chong would also like to have exterior signage designed and installed per city regulation/code.

Thank you for your time and consideration of these requests.

Sincerely,

Katie Murphy  
Galena Area Chamber of Commerce  
(815) 777-9050

# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: October 6, 2014

RE: Tour Operators Ordinance

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

At the August 11, 2014 city council meeting, the council postponed action indefinitely on a proposal to increase the number of unrestricted tour operator licenses. During the related discussion it was suggested that the entire Tour Operators ordinance be reviewed prior to taking any action regarding the number of licenses. I am presenting for your review suggested changes to the ordinance.

Over the course of several months, both the public and the city council have made suggestions during council meetings for improving the ordinance. In drafting the proposed changes, I attempted to incorporate the suggestions as much as possible while maintaining the structure of the ordinance. A summary of the principal changes is provided on the following page.

The ordinance is on the agenda as a first reading. This will allow the public the opportunity to make comments about the ordinance during two meetings. You could also choose to conduct a public hearing prior to the second reading.

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

Tour Operators Ordinance Amendment Synopsis

| Chapter          | Proposed Change   |
|------------------|---|
| 114.04 (B)       | Reduces the maximum number of tour service vehicles permitted on the road at any given time from four to three per business.  |
| 114.04 (B)(1)(b) | Eliminates the “restricted” license. Add a third tour operator license.   |
| 114.04 (B)(1)(c) | Institutes a start time of not earlier than 10 a.m. for vehicle tours.  |
| 114.04 (B)(1)(d) | Requires tours conducted after 6:00 p.m. (was 7:45 p.m.) to be conducted in a fully enclosed vehicle so sound from the tour cannot be heard outside the vehicle.  |
| 114.05 (D)(1)(c) | Requires each applicant to provide a copy of each driver’s Commercial Driver’s License (CDL).   |
| 114.05 (D)(1)(e) | Requires each applicant to provide proof of insurance for the business and for each vehicle.  |
| 114.05 (D)(1)(e) | Requires each applicant to provide their current State of Illinois Vehicle Safety Inspection sticker for each vehicle.  |
| 114.05 (D)(2)    | Clarifies that closing a tour business for the winter is not considered an interruption of service that would result in loss of license.  |
| 114.06 (A)       | Clarifies that tour service businesses licensed by the City must have a permanent address in the City of Galena.  |
| 114.06 (D)       | Clarifies that only licensed tour operator businesses may sell tickets from vehicle loading zones.  |
| 114.08 (F)       | Expands the ordinance to permit licensed tour operators to unload at businesses, such as restaurants, provided they are not impeding traffic or otherwise violating any traffic laws.   |
| 114.08 (I)       | Adds a provision to require tour service operators to provide proof of vehicle maintenance as may be required by state and federal agencies (in addition to Illinois Vehicle Safety Inspection sticker).  |
| 114.10 (A)       | Clarifies that operators loading passengers in Galena, but transporting them outside of Galena are not subject to the licensing requirements of the ordinance. The proposed language would permit not more than one stop in Galena, such as at a restaurant, before or after touring outside of Galena. |
| 114.11 (C)       | Clarifies that the Galena Police Department is responsible for the enforcement of the ordinance.  |

 **CHAPTER 114: TOUR OPERATORS**

## Section

- [114.01](#) Intent
- [114.02](#) Definitions
- [114.03](#) License required
- [114.04](#) Annual license and fees
- [114.05](#) Form and content of license; application process
- [114.06](#) Established place of business
- [114.07](#) Vehicles restricted to approved route
- [114.08](#) General tour service business regulations
- [114.09](#) Additional regulations for nonconventional vehicles
- [114.10](#) Exceptions
- [114.11](#) Violations; enforcement

 **§ 114.01 INTENT**

It is the intent of the City Council to allow vehicle and horse drawn carriage tours of the community, but to regulate such tours and tour businesses in a manner that will protect the livability and attractiveness of the community. The tour business restrictions found herein are necessary for the following reasons:

- (A) To recognize that tours and sightseeing-type businesses have a positive effect on the economic development of the city and help to further promote the tourism industry;
- (B) To protect the health, safety and welfare of the citizens of the city by limiting the number of tour vehicles and horse drawn carriages, thereby easing pollution and assuring adequate pure air, avoiding congestion in the public streets, and lessening ambient noise levels;
- (C) To preserve the desirability and livability of residential neighborhoods by limiting tours through the residential areas of the city;
- (D) To preserve the property values and protect the health and safety of the residents of those neighborhoods by limiting tour-related traffic through the residential areas of the city;
- (E) To preserve and protect residential streets that were not constructed or intended for the vehicle loads or additional traffic created by tour vehicles;
- (F) To protect the city's investment in pedestrian oriented improvements by encouraging exploration of the city on foot;
- (G) To protect pedestrian safety by regulating loading and parking, and attempting to avoid further traffic congestion in the downtown area;

(H) To protect the historic integrity of an historically important community by preventing the proliferation of vehicles that imitate historic vehicles, but have no actual historic merit.

('69 Code, § 12-113) (Ord. O-88-15, passed 5-9-88; Am. Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-05-12, passed 5-9-05; Am. Ord. O-06-09, passed 5-24-06; Am. Ord. O-07-10, passed 5-29-07)

 **§ 114.02 DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**LICENSE, TOUR GUIDE BUSINESS.** The license required to legally operate a tour guide business within the City of Galena.

**LICENSE, TOUR SERVICE.** The license required to legally operate a tour service business within the City of Galena.

**TOUR GUIDE BUSINESS.** A person, firm, corporation or other legal entity which provides a tour or sightseeing service for any form of remuneration, by providing personnel that step on a previously loaded bus or other vehicle owned, rented, or leased by a different entity, and guide that vehicle through the city.

**TOUR SERVICE BUSINESS.** A person, firm, corporation or other legal entity, which provides a tour or ~~sight seeings~~sightseeing service for any form of remuneration through the use of vehicles owned, rented or leased by that same entity.

('69 Code, § 12-115) (Ord. O-88-15, passed 5-9-88; Am. Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-05-12, passed 5-9-05; Am. Ord. O-06-09, passed 5-24-06; Am. Ord. O-07-10, passed 5-29-07)

 **§ 114.03 LICENSE REQUIRED.**

It shall be unlawful to guide, give or otherwise coordinate tours of the city for any form of remuneration, either as a tour guide business or as a tour service business, as defined below, without the required license(s), as provided for herein.

('69 Code, § 12-114) (Ord. O-88-15, passed 5-9-88; Am. Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-07-10, passed 5-29-07) [Penalty, see § 110.99](#)

 **§ 114.04 ANNUAL LICENSE AND FEES.**

All licenses pertaining to this chapter shall be valid for a period of not greater than one year, and shall expire at midnight on the 30th day of April of each year.

EXHIBIT A

~~(A) —(A)—~~ *Tour guide business license.* A license allowing a person, firm, corporation or other entity to operate a tour guide business as defined in this chapter.

- (1) Fee: \$50 per license.
- (2) Limit: None.

(B) *Tour service license.* A license allowing a person, firm, corporation or other legal entity to operate a tour service business, as defined in this chapter. There shall be no limitation as to the number of tour service vehicles each licensee may rent, own, or lease; provided, however, that each license may allow a tour service business to operate up to ~~four~~three tour service vehicles at any given point in time, and only on approved routes. ~~Notwithstanding the foregoing, each licensee may operate more than four tour service vehicles at any given point in time subject to the following limitations: (1) the operation of more than four tour service vehicles shall occur no more than 12 times per year; (2) no less than three days prior to operating more than four tour service vehicles, the licensee shall notify the Police Department; and departures and arrivals shall be staggered at least ten minutes apart.~~

(1) (a) Fee. The fee for each license shall be \$150.

(b) There shall be no more than three licenses issued an outstanding at any time. ~~Two of the aforementioned licenses shall be classified as a tour operators unrestricted license and one of the aforementioned licenses shall be classified as a tour operators restricted license.~~

(c) A tour operator ~~with a restricted license shall have restricted hours of~~may provide tours operation from between the hours of 6:00 p.m. until and 10:00 p.m.

(d) Any person, firm, corporation or other legal entity with a tour operators license, ~~unrestricted or restricted license,~~ who operates a tour service after ~~7:45~~6:00 p.m. shall be required to conduct their tours in a fully enclosed tour service vehicle. It shall ~~be~~ unlawful to operate any sound reproducing device for the production of sound that is audible beyond the confines of the tour service vehicle.

(e) Any person, firm, corporation or other legal entity with a tour operators license, ~~unrestricted or restricted license,~~ shall comply with the route designations of § 114.07 of the Code of Ordinances of the City of Galena.

(2) Tour guides. Although tour guides employed by a tour service business do not need an individual tour guide business license, all tour guides employed by the tour service business shall comply with all other tour guide business regulations stipulated in this chapter. The tour service business shall be responsible for assuring that each tour guide in their employment will fully comply with all regulations as set forth herein.

('69 Code, § 12-116) (Ord. O-88-15, passed 5-9-88; Am. Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-02-08, passed 5-13-02; Am. Ord. O-05-25, passed 7-25-

05; Am. Ord. O-07-10, passed 5-29-07; Am. Ord. O-12-05, passed 3-26-12) [Penalty, see § 110.99](#)

 **§ 114.05 FORM AND CONTENT OF LICENSE; APPLICATION PROCESS.**

- (A) *Form; filing of application.* The tour guide business and tour service licenses and the applications therefore shall each be in a form and shall include information such as may be prescribed from time to time by the City Clerk. The appropriate license(s) shall be conspicuously displayed at the established place of business.
- (B) *License fee.* An application for a new license, or for renewal of an existing license, shall be made to the City Clerk, and shall be on a form provided by the City Clerk. Said application shall include the appropriate fee, which shall be paid at the time of application. An application for a tour guide business or tour service business license may be made at any time during the calendar year, provided that the full license fee is paid, and said fee shall not be prorated.
- (C) *Issuance.* A tour guide or tour service business license shall be issued by the City Clerk upon successful completion of all requirements listed in ~~§114.07~~114.08, ~~and~~ upon full compliance with all application procedures and payment of the full license fee, and upon approval by the City Council.
- (D) *Tour service specifications.*
- (1) An application for a tour service business license must include the following:
- a. A ~~a~~ list of all vehicles owned by the tour service business and used for tours.
  - b. and must include a ~~a~~ list of all drivers of those vehicles and all tour guides employed by the tour service business.
  - c. A copy of the driver's license and Commercial Driver's License (CDL) for each driver. Additionally, if
  - d. If the vehicle(s) used in the tour service business are rented or leased, a copy of the rental or lease agreement(s) ~~shall accompany the application.~~ Said lease or rental agreement shall extend throughout the entire licensing period. An applicant must own or possess, by lease for the entire licensing period, at least one tour service vehicle to be eligible for and to receive a tour service license.
  - e. A Certificate of Liability Insurance for the tour service business and the insurance identification card for each vehicle.
  - f. Current and valid State of Illinois Vehicle Safety Inspection sticker for each vehicle.

~~(1)~~(2) ~~Additionally, in~~In order to maintain a valid tour service business license, a tour service business must provide tours to paying customers without interruption of more than 60 consecutive days in any license year. It shall not be considered an interruption of service if a tour service business closes for up to 120 days during the period December 1 through March 31 and notifies the Galena Police Department of the closure.-

~~(2)~~(3) All applicants for tour service licenses shall comply with the Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. 12101 et seq.

~~(3)~~(4) All applications for tour service licenses and all vehicles used by those tour service businesses shall be subject to City Council approval, on an annual basis, at the last-first regular City Council meeting in April or the next regular meeting thereafter.

(E) *Nontransferability; compliance with state law.* No license issued under this chapter shall be transferable or assignable to entities other than the business owners specifically listed on the license application. All businesses shall comply with the State of Illinois Assumed Business Name Act, and all other state laws pertaining the name and operation of the business, partnership, or corporation.

(F) *Issuance priority.* Annually, licensees shall be granted renewal of their license before application of new licenses are considered; provided that the existing license is otherwise in compliance with this chapter and entitled to a license. No individual or legal entity shall be entitled to more than one such license. Provided that there are additional licenses available after issuance of a license to existing licensees, then applicants for new licenses shall be reviewed in the order they are received.

('69 Code, § 12-117) (Ord. O-88-15, passed 5-9-88; Am. Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-04-26, passed 10-25-04; Am. Ord. O-05-12, passed 5-9-05; Am. Ord. O-05-26, passed 7-25-05; Am. Ord. O-06-09, passed 5-24-06; Am. Ord. O-07-10, passed 5-29-07) [Penalty, see § 110.99](#)

 **§ 114.06 ESTABLISHED PLACE OF BUSINESS.**

(A) All tour guide and tour service businesses operating under a valid license issued by the City of Galena shall maintain a permanent address in the City of Galena, which shall be designated in the license application. Said licensee shall notify the City Clerk in writing of any change in said address, at least seven days prior to the change in address.

(B) No tour service business shall maintain more than two places of business within the city. The established place(s) of business shall be designated in the license application, and the licensee shall notify the City Clerk in writing of any change in the established

EXHIBIT A

place(s) of business at least seven days prior to the changes in or additions to places of business.

(C) Nothing in this chapter is intended to prohibit the advertising of tour guide businesses or tour service businesses or ticket sales relating to the same to be conducted from within other businesses in the city, such as restaurants and retail shops; provided, however, that no advertising in such other businesses shall be visible from outside the windows of such businesses, except in accordance with duly adopted ordinances and resolutions relating to signs.

(D) Nothing in this chapter is intended to prohibit licensed tour service businesses ~~the sale to sell of~~ tickets at loading or unloading zone areas, ~~provided~~ that no person is solicited verbally or by gesture, directly or indirectly, at any loading or unloading zone or upon the streets of the city.

('69 Code, § 12-118) (Ord. O-88-15, passed 5-9-88; Am. Ord. O-93-45, passed 6-14-93; Am. Ord. O-93-48, passed 7-12-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-05-12, passed 5-9-05; Am. Ord. O-07-10, passed 5-29-07)

 **§ 114.07 VEHICLES RESTRICTED TO APPROVED ROUTE.**

All vehicles under the direction of a tour guide shall be restricted to the route, ~~or~~ routes, or streets approved by the City Council and on file at City Hall. The City Council may approve one ~~route, or may approve various or more~~ routes based on vehicle type, size, weight, and/or passenger loads. In the case that more than one approved route exists, the guided vehicle shall be restricted to the route that most closely matches the type of vehicle being used. The vehicles under the direction of a tour guide must be operated in accordance with city ordinances.

('69 Code, § 12-119) (Ord. O-88-15, passed 5-9-88; Am. Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-07-10, passed 5-29-07) [Penalty, see § 110.99](#)

 **§ 114.08 GENERAL TOUR SERVICE BUSINESS REGULATIONS.**

All tour service vehicles shall conform to all pertinent local, state and federal codes, whether or not explicitly mentioned within this chapter. In addition, the following regulations shall apply:

(A) *External advertising.* No external advertising, other than lettering identifying the name of the tour service business and/or any information as may be required by the Illinois Motor Vehicle Code. Said lettering shall not exceed 18 inches in height.

(B) *Vehicle license.* Each tour service vehicle shall be licensed as may be required by the State of Illinois for such vehicle, ~~and shall also have a City Motor Vehicle License, as required by this code.~~

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- (C) *Oversize and/or underpowered vehicles.* Oversized and/or underpowered vehicles can pose a threat to safety, health and general welfare when operated on the steep hills and various places with narrow pavements and/or tight turns within the city. Therefore, use of tour service vehicles powered by diesel fuel or weighing over 22,500 pounds, measuring over 31 feet in length, over 8 feet in width, over 11 feet in height, are hereby restricted to those streets approved and designated as bus routes by the City Council. Underpowered vehicles are defined as those unable to climb any street grade within the city at greater than 20 miles per hour under normal conditions, and such are also restricted to the bus routes as approved by the City Council.
- (D) *Operations, impeding traffic flow.* It shall be unlawful to operate a tour service vehicle in any manner which places the occupants of the vehicle in immediate harm, or in any manner which impedes standard traffic flow on city streets. Impeding standard traffic flow shall include moving slower than the standard traffic flow or stopping in traffic lanes for other than such slowing or yielding as may be required by traffic law.
- (E) *Standing, idling.* It shall be unlawful to allow or cause to be allowed any tour service vehicle to be parked with the engine idling or running, or otherwise left standing with the engine running, either attended or unattended, for a period of greater than 15 minutes. Said requirement shall not apply to tour service vehicles parked on private property, unless said idling is creating a nuisance.
- (F) *Parking, loading.* No tour service vehicle may be parked on a city street in other than designated bus parking areas except as provided in this division. No tour service vehicle may load or unload on a city street in other than a designated bus loading zone. Tour service vehicles may also be parked, to load and unload at the places of business designated by each licensee under § [114.06](#) of this chapter, provided that the entire tour vehicle is located on the property of the licensee and not on any neighboring property, sidewalk, street, or right-of-way at the time of parking, loading, and unloading. Loading and unloading of previously ticketed and transported passengers shall be permitted at [businesses and](#) historical attractions and/or sites provided that the tour service vehicle is otherwise standing, idling and/or parked in compliance with this chapter and all other applicable laws. In no instance shall a tour service vehicle load or unload, whether on a city or private property, in such a way as to require the passenger to step or proceed into the portion of the right-of-way that is commonly traveled by motorized vehicles.
- (G) *Route.* All vehicles, either tour service vehicles or vehicles guided by tour guides, shall be restricted to the route, ~~or routes,~~ [or streets](#) approved by the City Council on file at City Hall. The City Council may approve one ~~route, or may approve various or more~~ routes based on vehicle type, size, weight, and/or passenger loads.
- (H) *Prohibited vehicles.* Only those vehicles that are designed specifically for travel on streets or highways are allowed as tour service vehicles. Multi-terrain vehicles, aircraft,

EXHIBIT A

watercraft, or any other form of vehicle shall be prohibited from the operation of any form of tour services within the city limits, the Galena River, and the airspace above the city proper, regardless of the point of origin of the tour.

- (l) *Maintenance.* All tour service vehicles shall be kept neat and clean and in proper working order at all times that the vehicles are in operation or parked on city streets. Proper maintenance shall be evidenced by a State of Illinois Vehicle Safety Inspection sticker and other state or federal maintenance and/or safety inspection certification that may be required.

('69 Code, § 12-120) (Ord. O-88-15, passed 5-9-88; Am. Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-05-21, passed 7-11-05; Am. Ord. O-07-10, passed 5-29-07) [Penalty, see § 110.99](#)

 **§ 114.09 ADDITIONAL REGULATIONS FOR NONCONVENTIONAL VEHICLES.**

- (A) Vehicles that imitate a different form of transportation, such as a plane, train or trolley, but operates as a motor vehicle on city streets, are deemed to be traveling businesses, and, as such, are an amusement and are generally inappropriate for use within the city.
- (B) Because of this, the following additional regulations shall apply, in addition to all other pertinent regulations: All such vehicles shall be painted only those colors approved as historic colors. Paint shall be semi-gloss or flat finish, and any color combinations other than monochromatic schemes shall require approval by the City Council. Natural wood, stained or varnished, shall be minimal. The only lettering or advertising allowed on the exterior of the vehicle shall be the name of the tour service business as it appears on the tour service license, and/or any information required by state, federal, or local codes. Said lettering shall not exceed 18 inches in height. Each such vehicle must receive approval by the City Council before it will be allowed to operate.

('69 Code, § 12-121) (Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-07-10, passed 5-29-07)

 **§ 114.10 EXCEPTIONS.**

The following businesses shall not be required to obtain a tour guide or tour service business license:

- (A) Businesses located within or ~~near~~ outside Galena which load passengers in ~~this Galena or outside Galena area~~ and transport those passengers for tourism purposes to places other than Galena, notwithstanding not more than one incidental stop in Galena where passengers may be unloaded;

~~(A)(B)~~ \_\_\_\_\_ and vehicles ~~Vehicles~~ specifically licensed for interstate commerce;

~~(B)~~(C) Individuals showing friends or relatives around town;

~~(C)~~(D) \_\_\_\_\_ Self-guided map tours, tour of homes fund-raisers, or other special events involving tours but requiring licenses from elsewhere in this chapter;

~~(D)~~(E) \_\_\_\_\_ Other tour-type operations that are clearly not operated as a commercial enterprise, as may be determined by the City Council.

('69 Code, § 12-122) (Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-07-10, passed 5-29-07)

 **§ 114.11 VIOLATIONS; ENFORCEMENT.**

(A) All licenses issued in accordance with this chapter are issued subject to the city's police power, and subject to all other applicable codes, ordinance, and regulations of the city, ~~and the state, and the federal government~~. Licenses issued pursuant to this chapter that are discovered to be issued in error shall be immediately revoked, and the full license fees shall be refunded by the City ~~Collector-Clerk~~ or designee thereof.

(B) Violations of this chapter shall be dealt with according to § [110.99](#) of this title, which may include suspension or revocation of an existing license in accordance with § [110.17](#), denial of future licenses or renewals, and/or a fine or other civil penalty in accordance with § [110.99](#). In addition to the causes listed in § [110.17](#), the City Council may revoke a license for failure to uphold conditions placed by the City Council on approval of a license or vehicle, or for failure to adhere to any state or local regulations pertaining to the operation of the tour guide or tour service business, including the operation of the vehicles used therein.

~~(B)~~(C) The Galena Police Department shall be responsible for the enforcement of the provisions of this chapter.

('69 Code, § 12-123) (Ord. O-93-45, passed 6-14-93; Am. Ord. O-98-21, passed 10-26-98; Am. Ord. O-07-10, passed 5-29-07) Penalty, see § [110.99](#)

Ordinance No. \_\_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 114 OF THE  
CODE OF ORDINANCES OF THE CITY OF GALENA**

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**WHEREAS**, the City of Galena currently has a tour operator’s ordinance in effect which recognizes the entertainment value of such tours and the positive impact such tours have on the local economy, but also balances the need to protect the health, safety and welfare of citizens and neighborhoods of the City of Galena, and

**WHEREAS**, the City of Galena, from time to time, finds it necessary and in the best interest of the community, to amend the ordinance to adapt to changing business conditions and to protect the health, safety and general welfare of the citizens and neighborhoods of the City.

**BE IT ORDAINED** by the City Council of the City of Galena, Jo Daviess County, Illinois, as follows:

**SECTION I:** Chapter 114, “Tour Operators”, of the Galena Code of Ordinances is hereby amended by deleting the strikethrough text and by adding the underlined text in the attached Exhibit A, made a part hereof.

**SECTION II:** All other provisions of Chapter 114 shall remain in full force and effect.

**SECTION III:** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION IV:** This ordinance shall be in full force and effect immediately upon its passage.

**SECTION V:** Passed on this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2014, in open Council.

**AYES:**

**NAYS:**

\_\_\_\_\_  
**Terry Renner, Mayor**

**Attest:**

\_\_\_\_\_  
**Mary Beth Hyde, City Clerk**

# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: October 8, 2014

RE: Taxi Ordinance

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

On two occasions this summer, the city council received public comments during council meetings requesting the council consider adopting an ordinance to license taxis and establish standards for the operation of taxi businesses and taxi drivers. In response to the comments, Alderperson Painter suggested that we study the possibility of such an ordinance. In response to this request, I am presenting for your consideration a "Motorized Vehicles for Hire" ordinance.

Please review the ordinance and assemble any questions you might have for discussion at the October 13 meeting.

Please note that there are three different fees that would have to be established by the council were you to adopt the ordinance. The following fees are suggested:

- Business license: \$100 per year.
- Vehicle license: \$25 per vehicle.
- Driver license: \$10 per year.

I look forward to your discussion of the ordinance and any public comment that you may receive during the two reading process.

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

Ordinance No. \_\_\_\_\_

**AN ORDINANCE ADDING CHAPTER 120 "MOTORIZED VEHICLES FOR HIRE" OF THE  
CODE OF ORDINANCES OF THE CITY OF GALENA**

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

**SECTION I:** Pursuant to the authority found in the Illinois Compiled Statutes, 65 ILCS 5/11-42-6, Chapter 120 "Motorized Vehicles for Hire," attached hereto and made a part hereof as Exhibit A, is hereby adopted and added to the Galena Code of Ordinances.

**SECTION II:** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION III:** This ordinance shall be in full force and effect immediately upon its passage.

**SECTION IV:** Passed on this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2014, in open Council.

**AYES:**

**NAYS:**

\_\_\_\_\_  
**Terry Renner, Mayor**

**Attest:**

\_\_\_\_\_  
**Mary Beth Hyde, City Clerk**

## CHAPTER 120: MOTORIZED VEHICLES FOR HIRE

- 120.01: Definitions:
- 120.02: Exemptions:
- 120.03: Taximeter required:
- 120.04 Posting of rates:
- 120.05: Manifests:
- 120.06: Open stands:
- 120.07: Vehicles, license and maintenance:
- 120.08: Taxicab business license and taxicab driver's permit:

### 120.01 DEFINITIONS

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

*CHARTER TRANSPORTATION.* A vehicle furnished with a driver that carries passengers for hire either on a fixed route in the city or pursuant to a written contract with reservations in advance of the service. The vehicle shall operate without a meter installed and charge for services on an hourly basis or longer periods of time.

*DRIVER.* Any person who operates a motor vehicle in the transportation of persons and who receives any compensation for such service in wages or commissions or who is otherwise paid, directly or indirectly.

*EXTRA LUGGAGE.* Luggage in excess of two (2) suitcases per person.

*MANIFEST.* A daily record prepared by a taxicab driver of all trips made by said driver showing time and place of origin, destination, number of passengers, and the amount of fare of each trip.

*MOTORIZED VEHICLE.* A wheeled machine which incorporates a motor, sometimes known as an engine, and which is used for transportation.

*NONPROFIT TAXICAB.* A vehicle furnished with a driver that carries passengers on a volunteer basis. The vehicle shall operate without a meter installed and charge for services per ride or on an hourly basis or longer periods of time.

*OPEN STAND.* A public place alongside the curb of a street or elsewhere in the city that has been designated for the use of taxicabs.

*OPERATOR OR HOLDER.* A person to whom an operator permit has been issued by the City of Galena.

*RATE CARD.* A card issued by the operator for display in each taxicab and that contains the rates of fare then in force.

*RELATED GROUP.* A single telephone call to the taxicab company to pick up more than one person with no more than two (2) suitcases per person from the same point of origin to the same destination.

*TAXICAB.* A fully enclosed motorized vehicle, limited to passenger cars, light trucks, and vans, furnished with a driver which carry passengers for hire within the city. "Charter transportation", as defined in this section, nonprofit taxicabs, and vehicles owned or operated by any governmental entity that provide public transportation are not taxicabs.

*TAXIMETER.* A meter instrument or device attached to a taxicab which measures electronically the distance driven and the waiting time upon which the fare is based.

*VEHICLE FOR HIRE.* A vehicle providing shared transportation which transports one or more passengers between locations of the passengers' choice, or close to it.

*WAITING TIME.* The time when a taxicab is not in motion from the time of acceptance of a passenger or passengers to the time of discharge, but does not include any time that the taxicab is not in motion if due to any cause other than the request, act, or fault of a passenger or passengers.

## **120.02 EXEMPTIONS**

Nonprofit taxicabs, taxicabs licensed in another jurisdiction and dropping off passengers in Galena from points of origin outside of Galena, and charter transportation shall be exempt from the provisions of this chapter.

## **120.02 TAXIMETER REQUIRED**

No person may operate a taxicab without a taximeter fastened in front of the passengers, visible to them at all times day and night, and after sundown the face of the taximeter must be illuminated. Taxicab meters are not required in taxicabs charging a flat rate to passengers, but flat rates must be posted in a taxicab in a location that is visible to passengers at all times.

## **120.03 POSTING OF RATES**

No person shall operate a taxicab without posting in a conspicuous place, in clear view within the passenger compartment, a printed rate card large enough to be read by the passengers in the taxicab showing the rates.

#### **120.04 MANIFESTS**

- (A) *Use required.* Every driver shall maintain a daily manifest upon which are recorded all trips made each day, showing time and place of origin and destination of each trip and amount of fare and all such completed manifests shall be returned to the owner by the driver at the conclusion of the tour of duty. The form for each manifest shall be furnished to the driver by the owner.
- (B) *Preservation; inspection.* Every holder of an operator permit shall retain and preserve all drivers' manifests in a safe place for at least the calendar year and said manifests shall be open to inspection by the police department.

#### **120.05 OPEN STANDS**

- (A) *Areas established.* Taxicabs licensed under this chapter are authorized to use the bus loading zones established in Chapter 79.
- (B) *Use of stands.* Open stands shall be used by the different drivers on a first come, first serve basis. The driver shall pull onto the open stand from the rear and shall advance forward as the vehicles ahead pull off. Drivers shall stay within five feet (5') of their cabs and shall not engage in loud or boisterous talk while at an open stand. Nothing in this article shall be construed as preventing a passenger from boarding the cab of the passenger's choice that is parked at open stands.

#### **120.06 VEHICLES, LICENSE AND MAINTENANCE**

- (A) *State license.* No person shall operate a vehicle used as a taxicab unless it is licensed by the state.
- (B) *Safe condition; authority to inspect.* The owner or driver of a taxicab shall keep it in a mechanically dependable, clean and safe condition at all times. Each taxicab shall be inspected and have a current Illinois Vehicle Safety Inspection sticker. A seat belt shall be provided for every passenger and the driver. The taxicab shall be designed and manufactured so every passenger may enter and exit without crossing any interior barriers and from either side of the vehicle. The Chief of Police is hereby authorized, either on complaint of any person or without such complaint, to inspect the vehicle and, upon discovery of any unsafe condition, to notify the person operating said taxicab to cease operation. Thereupon said taxicab shall be kept off the street until the unsafe condition has been corrected.
- (C) *Vehicle identification.* It shall be unlawful for an operator or driver required to be licensed under the provisions of this chapter to operate or drive any taxicab vehicle without the name of the cab company and its telephone number permanently posted on both sides of the vehicle in letters of a contrasting color and not less than two (2) inches in height.

**120.07 TAXICAB BUSINESS LICENSE AND TAXICAB DRIVER'S PERMIT**

(A) *Taxicab business license requirements; insurance; fees.*

- (1) *Taxicab business license required.* No person may operate a taxicab alone or as part of a taxicab business without first having obtained a taxicab business license from the City Clerk after approval by the City Council.
- (2) *Application for taxicab business license.*
  - (a) An application for a taxicab business license must be filed with the City Clerk's office on a form provided by the City Clerk.
  - (b) The Chief of Police will investigate each applicant for a taxicab business license and a report of such investigation will be attached to the application for consideration by the City Clerk.
- (3) *Consideration of application.* The City Council will, in consultation with the Chief of Police and upon consideration of the application and the required reports attached thereto, approve or reject the application.
- (4) *Insurance prerequisite to issuance; continuance in effect.* Every operating licensee shall obtain and keep in force, public liability and property damage insurance with solvent and responsible insurers, as required by the Illinois Secretary of State, to secure the payment of any loss or damage which may result from any occurrence arising out of the operation, use or possession of any of the licensee's public passenger vehicles.
- (5) *Fees.* An application for a new license, or for renewal of an existing license, shall be made to the City Clerk, and shall be on a form provided by the City Clerk. Said application shall include the annual taxicab license fee and the fee for each vehicle, both as established by the City Council. Fees shall be paid at the time of application. An application for a taxicab business license may be made at any time during the calendar year, provided that the full license fee is paid, and said fee shall not be prorated.
- (6) *Denial, suspension, or revocation of license.*
  - (a) The City Council may deny, suspend, or revoke issuance of a taxicab business license for good cause, including, but not limited to, any of the following.
    - (i) Violation of any of the provisions of this article.
    - (ii) Discontinuation of operations for more than sixty (60) days.

- (ii) Violation of any ordinances of the city or laws of the United States or the State of Illinois or any other state that demonstrates the lack of fitness of the taxicab vehicle permit holder to offer public transportation.
  - (iv) Misrepresentation on the application for a taxicab business license.
  - (b) Prior to the denial, suspension, or revocation, the taxicab business license holder must be given not less than ten (10) days' written notice by the City Clerk.
  - (c) In the event of a revocation of a taxicab business license, no other taxicab business license may be issued to such person for a period of two (2) years thereafter.
- (7) *Appeal.* Within ten (10) days after written notice of the revocation, suspension, or denial of issuance of a taxicab business license, an applicant or license holder may file with the City Clerk a written notice of appeal to the City Council from such revocation, suspension, or denial. The City Council must provide the taxicab business with notice and an opportunity to be heard on the issue of whether the taxicab business license was properly revoked, suspended, or denied.
- (8) *Taxicabs registered with City Clerk.* The applicant or license holder must register all vehicles operating as taxicabs for the taxicab business with the City Clerk. Any new vehicles that begin operating as taxicabs after the taxicab business license is obtained must be registered with the City Clerk within fourteen (14) days after such vehicles are acquired.
- (9) *Display of taxicab business license.* The taxicab business license must be displayed at the taxicab business location. A copy of the taxicab business license also must be displayed in each vehicle operating as a taxicab for the business and may not be removed until the expiration of the license.
- (10) *Personal nature; transferability.* The taxicab business license is personal to the business and may not be sold, assigned, mortgaged, or otherwise transferred. The taxicab business license applies to all registered vehicles operating as taxicabs for the license holder.
- (11) *Property of City Clerk upon loss or closure.* If any taxicab business license issued under this article is lost or mislaid or the taxicab business closes or ceases operations, the license holder must report such fact to the City Clerk immediately. Where a taxicab business license is lost or mislaid, a duplicate license will be issued upon payment of an amount equal to fifty percent (50%) of the annual license fee.

(B) *Driver's permit requirements; fee.*

(1) *Permit required.* No person may drive a taxicab for hire upon the streets of the city and no person who owns or controls a taxicab may allow it to be so driven, unless the driver of said taxicab holds a valid taxicab driver's permit issued under the provisions of this article.

(2) *Application for driver's permit.*

(a) An application for a taxicab driver's permit must be filed with the City Clerk's office on a form provided by the City Clerk.

(b) An applicant must have, at a minimum, a valid Illinois driver's license or equivalent license issued by another state to obtain a taxicab driver's permit. Temporary restricted licenses or work permit privileges are not sufficient to obtain a taxicab driver's permit.

(c) An applicant must present a court purpose driver's abstract obtained from the Illinois Secretary of State within the last thirty (30) days.

(d) An applicant must provide two (2) two inch by two inch photos clearing showing the face and shoulders of the applicant. The photos must have been taken within the last thirty (30) days. As an alternative, the city will take a photo of the applicant at the time of application.

(e) The Chief of Police will investigate each applicant for a taxicab driver's permit and a report of such investigation will be attached to the application for consideration by the City Clerk. Such report will state whether the applicant has, at a minimum, a valid Illinois driver's license or equivalent license issued by another state.

(3) *Consideration of application.* The City Clerk will, in consultation with the Chief of Police and upon consideration of the application and the required reports attached thereto, approve or reject the application within five (5) business days of receipt. An application will be denied if it is determined that the applicant has been convicted of any of the following crimes, or those of a similar nature: reckless driving, murder, rape, vehicular manslaughter, hit and run, robbery, indecent exposure, lewd or obscene conduct, pandering, crimes related to the sale, possession, or transportation of narcotics or intoxicating liquors, assault, battery, or a conviction of three or more moving violations within three years previous to the submission of the application.

(4) *Issuance of permit; duration; annual fee.*

(a) Upon approval of an application for a taxicab driver's permit, the City Clerk will issue a permit to the applicant upon the payment of the fee as established by the City Council. Such permit will be in effect for the remainder of the year ending April 30. The permit must be renewed every year on May 1 thereafter upon the payment of the fee as established by the City Council unless the license for the preceding year is suspended or has been revoked.

(b) The driver must wear the taxicab driver's photo identification permit upon the clothing of the driver at all times while operating the taxicab. The driver shall be well groomed and dressed in a neat and clean fashion at all times while on duty.

(5) *Compliance with city, state, and federal laws.* A taxicab driver permitted under this article must comply with all city, state, and federal laws.

(6) *Denial, suspension, or Revocation of permit:*

(a) The City Council may deny, suspend, or revoke a taxicab driver's permit for good cause, including, but not limited to, any of the following:

(i) Failure or refusal to comply with the provisions of this chapter.

(ii) Violation of any ordinances of the city, or laws of the United States, the state of Illinois or any other state that demonstrates the lack of fitness of the holder to offer public transportation.

(iii) Misrepresentation on the application for a taxicab driver's permit.

(iv) Violations against or loss, denial, suspension, or revocation of a taxicab driver's Illinois license or equivalent license issued by another state.

(b) Prior to suspension or revocation, the taxicab driver must be given not less than ten (10) days written notice by the City Clerk.

(c) In the event of revocation of a taxicab driver's permit, no other taxicab driver's permit will be issued to such person for a period of two (2) years thereafter.

(7) *Appeal.* Within ten (10) days after written notice of the denial, suspension, or revocation of a taxicab driver's permit, a taxicab driver may file with the City Clerk a written notice of appeal to the City Council from such revocation, suspension, or denial. The City Council must provide the taxicab driver with notice and an opportunity to be

heard on the issue of whether the taxicab driver's permit was properly revoked, suspended, or denied.

- (8) *Personal nature; transferability.* The taxicab driver's permit is personal to the driver and may not be sold, assigned, mortgaged, or otherwise transferred.
- (9) *Job change.* The taxicab driver's permit remains valid and personal to the driver through a change of employment. If a taxicab driver becomes employed by another taxicab company after the issuance of the taxicab driver's permit, such a change of employment must be reported to the City Clerk within fourteen (14) days.
- (10) *Property of City Clerk upon loss.* If any taxicab driver's permit issued under this chapter is lost or mislaid, the taxicab driver must report such fact to the City Clerk immediately. A duplicate permit will be issued upon payment of a fee equal to 50% of the license fee.
- (11) *Reporting requirements.* If suspension, revocation, or any other disciplinary action is taken against a taxicab driver's state of Illinois driver's license or equivalent license issued by another state, the taxicab driver must report such action to the City Clerk's office.



September 30, 2014

Mr. Andy Lewis  
City Engineer  
312 ½ North Main Street  
Galena, IL 61036



Re: Proposal Engineering Design Services –  
Galena – Downtown Sidewalk Deterioration Study

Mr. Lewis:

MSA Professional Services, Inc. (MSA) is pleased to submit this proposal for evaluation of the unfortunate and premature failure of pedestrian sidewalks in the downtown business district primarily along Water, Commerce, Main Street and all connecting streets.

The following proposal presents our Project Understanding, Scope of Services, Project Schedule, and Estimate of Professional Engineering Fees. Please feel free to contact me at any time during your review of the following proposal. You may reach me at (563) 582-3973, or via cell phone at (563) 542-6571.

## PROJECT UNDERSTANDING

It is our understanding that the City desires quantify the level of failure of the sidewalks in the downtown business district to allow Staff to develop a cost effective and realistic plan to address these developing issues. Currently the City has a rather extensive maintenance plan that continues to expand on a yearly basis.



Condition of these sidewalks is critical to the safety of all residents and visitors to the community. It is necessary to prioritize maintenance efforts as well as evaluate replacement at such as time that maintenance costs exceed a reasonable threshold.

The City will need necessary information and insight to evaluate all options, potential challenges, costs and alternatives. In order to accurately evaluate these items, determine the best option and

move forward toward an expanded, proactive approach in 2015, the data collection should begin in very short order.

MSA will assist the City with data collection, prioritization and budgetary cost estimating.

### **SCOPE OF SERVICES**

The list of services that follows will be provided by MSA Professional Services, Inc. by and/or under the direct supervision of a Professional Engineer and/or Professional Land Surveyor licensed to practice in the State of Illinois, as applicable. Our proposed services are based upon the above project understanding.

### **DATA COLLECTION PHASE**

During the *Data Collection/Survey Phase* the Engineer will review previous study and project information provided by the City. Our survey crew will then visit the site and collected condition information of the project area on a panel by panel basis.



#### **TASKS**

1. Review study and past streetscape plan information provided by City Staff.
2. Perform a walking, visual inspection and document the condition of all sidewalks, accessible ramps and crosswalks in the downtown district as outlined by City Staff.

#### **EXCLUSIONS**

These services are **not** included in the Scope of Services but may be provided for an additional fee if requested or as required during the design and construction process.

1. Topographic or Boundary Survey.
2. ADA and Accessible Route evaluation.
3. Evaluation of public or private utilities.
4. Pavement sampling, testing or subsurface evaluations.

### **EVALUATION PHASE**

As the *Evaluation Phase* begins, the Engineer will develop a quantitative exhibit to depict the level of failure on a per block basis. In cooperation with City Staff MSA will develop a recommendation for approaching the completed issue at hand.

#### **TASKS**

1. Prepare an exhibit to visually represent the results of the sidewalk inspections.
2. Attend two (2) meetings with City Staff to discuss the



- results of the walking inspection and potential maintenance and replacement alternatives.
- 3. Prepare a technical memo with a recommended approach for maintaining and/or replacing sidewalk in the downtown district.
- 4. Provide an estimate of cost for rehabilitation projects.
- 5. Attend one (1) regular Council Meeting to discuss the findings.

**EXCLUSIONS**

These services are **not** included in either the Scope but may be provided for an additional fee if requested or if required during the design or construction process.

- 1. Environmental, Geotechnical, Floodplain, Historical, Wetland or Archeological Investigations, Analysis or Permitting.
- 2. Street Light, Streetscape or Landscaping Plans
- 3. Construction plans, specifications or bid documents.
- 4. Application, permit and legal fees.

**PROJECT SCHEDULE**

MSA has the staff available to meet any realistic design schedule requested by the City.

MSA Proposes the following:

| <b>WORK</b>                              | <b>SCHEDULE</b> |
|--|-----------------|
| Consultant Selection – City of Galena    | Oct 2014        |
| Data Collection/Conversion               | Oct – Nov 2014  |
| Exhibit Preparation                      | Nov 2014        |
| Technical Evaluation and Cost Estimating | Nov 2104        |
| City Council Meeting                     | Dec 2014        |

**ESTIMATE OF PROFESSIONAL ENGINEERING FEES**

MSA proposes to provide the above Scope of Services for the following \*Lump Sum fees:

|                              |           |               |
|------------------------------|-----------|---------------|
| <b>DATA COLLECTION PHASE</b> | <b>\$</b> | <b>1,750</b>  |
| <b>EVALUATION PHASE</b>      | <b>\$</b> | <b>1,950</b>  |
| <b>TOTAL FEE</b>             | <b>\$</b> | <b>*3,700</b> |

\*This fee total represents an estimate of effort anticipated to complete the above scope of work and move the rehabilitation evaluation forward in time for the 2015 budget and eventual construction season.

Expansion of the project area, additional meetings or multiple evaluations of multiple alternatives may cause a change in project cost; all changes will be reviewed with Council for approval prior to expansion of scope and/or cost.

We are excited for the opportunity to lend our expertise to the City of Galena on this highly visible and absolutely critical situation that has begun to develop in the downtown district. We have available at your request, project references for similar projects MSA Professional Services, Inc. has successfully completed with various communities in the Midwest to support our expertise.

This project will be challenging in numerous ways, however we look forward to continuing to build on the valued relationship MSA has established with City Staff, Elected Officials and Citizens. Upon finding this proposal acceptable, please notify us and work will commence immediately.



Please do not hesitate to contact me at (563) 582-3973, or via cell phone at (563) 542-6571 with any questions that you may have during consideration of the materials presented herein.

Sincerely,  
**MSA Professional Services, Inc.**

Jacob R. Huck, PE  
Municipal Engineer

Steve Schmidt, PLS  
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: October 2, 2014

RE: Employee Insurance

Our employee health, dental, disability and life insurance policies are subject to renewal November 1. This report explains the cost changes, the costs relative to budget, and recommends renewal of the policies.

**Policy Renewal**

The health insurance premium with Blue Cross/Blue Shield of Illinois (BCBS) is the largest component of the employee insurance package. We have 25 employees on a high-deductible Health Savings Account (HSA) policy and two employees on a more traditional deductible and co-pay policy. One police officer position is vacant. We are in the process of phasing out the old policy and all new employees are required to enroll in the HSA if they require health insurance.

Based on our current employee census, the premium cost of our health-only policies would be \$337,809, or 15.8% higher than last year. This follows a 4.4% increase last year. More than 10% of the current increase is attributable to our claims risk, or the actual medical conditions and experience of our group. The premium cost increases as the claims risk increases. The remainder of the increase is the result of medical pricing trends in our geographic area.

Under the proposed renewal scenario, the annual premium for our dental policy with MetLife would increase 6.2%. The annual dental premium would be \$23,760. No increase is proposed for our short-term disability policy or life policy. The cost of each policy and the percent increase from last year is shown in Table 1 below.

Table 1. Proposed Insurance Renewal Premiums

| Policy                        | Renewal Cost | Percent Increase |
|-------------------------------|--------------|------------------|
| BCBS Health                   | \$337,809    | 15.8%            |
| MetLife Dental                | \$23,760     | 6.2%             |
| MetLife Short Term Disability | \$1,393      | 0.0%             |
| MetLife Life                  | \$1,737      | 0.0%             |

Comparing Options

With the assistance of Better Business Planning, we obtained comparison quotes for health insurance from five other companies. The quoted insurance coverage matches the benefits of our current insurance as closely as possible, but generally have lower benefits than our current policy.

With the exception of the policy from Humana, each of the quoted alternatives carries a premium at least 65% more expensive than our current policy. The Humana plan offers less benefits for nearly the identical rate as our current policy. Each of the alternative companies also reserves the right to change their quotes after our employees complete required questionnaires detailing their health histories. Medical Associates did not provide a quote since they do not offer an HSA option.

Table 2. Comparable Health Policy Premiums

| Policy                            | Percent Increase |
|-----------------------------------|------------------|
| BCBS PPO and HSA Health (Current) | 15.8%            |
| Humana                            | 15.5%            |
| Aetna                             | 65.1%            |
| Land of Lincoln                   | 73.1%            |
| Personal Care                     | 75.5%            |
| United Health Care                | 94.4%            |

Rate History

The year-to-year change for each of our four policies for the years 2010-2015 is shown in Table 3 below. The average annual change is also listed. The proposed premiums are shown in year 2014-15 and highlighted in yellow.

Table 3. Insurance Premium Change per Year: 2010-2015

| Policy                        | 2010-11 Change | 2011-12 Change | 2012-13 Change | 2013-14 Change | 2014-15 Change | 5-Year Average |
|-------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| BCBS Health                   | 9.2%           | -1.3%          | 7.7%           | 4.42%          | 15.8%          | 7.2 %          |
| MetLife Dental                | 2.6%           | 2.8%           | 0.0%           | 0.0%           | 6.2%           | 4.1 %          |
| MetLife Short Term Disability | 0.0%           | 0.0%           | 0.0%           | 0.0%           | 0.0%           | 0.0 %          |
| MetLife Life                  | 0.0%           | 0.0%           | 0.0%           | 0.0%           | 0.0%           | 0.0%           |

Employee Share of Premium Costs

In 2008, we negotiated changes to the employee union contracts to increase the percent of the premiums paid by the employee for health, dental, disability and life. Our goal was to have all

employees paying 20% of the total premium by 2012. The employee share has dipped below 20% because the premium increases have outpaced the maximum employee contribution increases permitted by the union contracts. According to the union contracts, the amount that the employee contributes toward the total premium cannot increase more than 3.5% per year. Under the proposed premiums, employees would pay a total of \$62,671, or between 16.8% and 19.3% of their total premium depending on their plan (single, employee + spouse, employee + child(ren), or family). You may wish to revisit this topic during the next collective bargaining contract renewals.

Cost Comparison with Budget

The following table shows the City’s share of the expected insurance premium costs for the entire fiscal year, the current year budget for the expenses, and the projected shortfall of \$21,117. The shortfall results primarily from the larger than expected health premium increase of 15.8%

Table 4. Proposed Insurance Renewal Premiums vs. Budget

| Policies                             | Projected Cost for Current Budget Year | Current Year Budget | Budget Shortfall |
|--------------------------------------|--|---------------------|------------------|
| Health, Dental, Disability, and Life | \$285,417                              | \$264,300           | \$21,117         |

The insurance costs are expensed entirely to the General Fund, so any costs that exceed the budget would have to be paid from General Fund reserves. A budget amendment should be adopted to fully fund the expenses. We may want to explore allocating some of the insurance expenses to other funds as part of the amendment or in the next fiscal year budget.

Health insurance costs continue to rise and continue to be a sizable component of the total personnel expense. The City has taken important steps toward reducing the City’s insurance costs, including, shifting to the high deductible HSA plan, increasing the employee contribution toward the premiums from 0-12% to 19%, and phasing out the costly Insurance Savings Account (ISA) program. The elimination of the ISA will save the City \$80,000 over the five years beginning in 2013.

Even with the premium increases, I believe the policy renewals are competitive in the current insurance environment and recommend you approve the renewals as presented.

# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner, City Council and City Administrator

FROM: Matt Oldenburg, Zoning Administrator *MATT*

DATE: September 30, 2014

RE: Request to change the application fee for a Temporary Use Permit

I respectfully request permission from the City Council to change the application fee for a Temporary Use Permit in order to encourage more frequent use of the permit when certain temporary uses are conducted on private properties. I propose a reduction from \$200.00 per request to \$25.00 per request.

Our Ordinance sets forth that: *A temporary use permit is needed to ensure that all temporary uses, including special events, are conducted in a safe manner that mitigates potential adverse impacts on city infrastructure and adjacent properties.* (§154.913 (A))

This permit is issued administratively by the Zoning Administrator, after appropriate review criteria have been met, following an application process. There are seven (7) possible temporary land uses allowed in our Ordinance:

1. General Temporary Outdoor Sales
2. Outdoor Assembly
3. Contractor's Project Office
4. Contractor's On-Site Equipment Storage Facility
5. Relocatable Building
6. On-Site Real Estate Office
7. Seasonal Outdoor Sales of Farm Projects

Please refer to Table §154.403.1, Temporary Land Uses §154.406(O) to see which zoning districts allow these temporary land uses. Each land use has a detailed description with regulations, available in §154.406(O). Administrative criteria are found in §154.913. Items 1, 2 and 7 from above are the most likely to be requested by applicants.

Often, the public will have applicable temporary uses or events on their properties, over the course of 1-2 days on a weekend, without being aware that permission from the City is required. In the cases where the public does come to the City to seek guidance or permission, it is my experience that the current fee is prohibitive in nature at \$200.00 per request. Typically, the temporary uses that are held on private properties are small scale and low impact. The cost of the fee, most likely in many cases, makes the permit unfeasible for the applicant. Administratively, it takes approximately 15-25 minutes to review and process the application for the permit.

Ultimately, the intent of this request is to foster a paradigm so that the public are aware of these temporary uses and are more inclined to contact, work with and acquire proper permission from the City. Then, the purpose of the Ordinance will be fulfilled, ensuring temporary uses and events are conducted in a safe manner that mitigates potential adverse impacts on the Community.



**JO DAVIESS COUNTY BOARD**

**330 North Bench Street  
GALENA, ILLINOIS 61036**

**Tele: 815-777-6557  
Fax: 815-777-2285**

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September 30, 2014

Re: Participation in Jo Daviess County Enterprise Zone Application

Dear Jo Daviess County Mayors/Village Presidents,

Jo Daviess County is currently considering applying for an Enterprise Zone exclusively for Jo Daviess County and any Municipalities or Villages that wish to participate. This letter is a formal request to you and your board for consideration to participate in the application process.

On September 24<sup>th</sup> the Jo Daviess County Development and Planning committee had an in depth committee meeting which all Mayors/Village Presidents were invited to participate. From that meeting it was recommended to the Jo Daviess County Board to move forward with the process to apply for an exclusive Jo Daviess County Enterprise Zone application asking each Municipality or Village if they are interested in participating. The recommendation from the committee is to fund the application process at 60% of the total cost from the Jo Daviess County Economic Development Fund, with 40% to be covered by participating Municipalities/Villages. An RFP will be sent out from Jo Daviess County to receive bids on the scope of work that will need to be provided to file an application by December 31, 2014. Until we receive quotes back, hopefully by mid/late October, we do not have a definite dollar amount that will be required by the participating parties. This certainly will be an obstacle in making a decision to be a participant in the application process. However, we can request in the scope of work in the RFP that each community that wishes to participate be listed separately, and can be removed if they feel that cannot commit to such funding.

We will be having many meetings to hammer out details pertaining to the application process. So any participating community must be committed and willing to take the time to follow thru with several upcoming meetings. We would like to have a commitment from your board no later than October 10<sup>th</sup>. Please email or call the County Administration office with your decision.

We encourage you to participate in this application process to provide Economic Development incentives for your community. This is one of the few tools we have in Illinois to promote new development in our communities. Thank you for your time and consideration in the matter.

Sincerely,

Merri Berlage  
Jo Daviess County Development & Planning Chair

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**Ron Smith**  
County Board Chair

**Merri Berlage**  
Vice-Chair

**Dan Reimer**  
County Administrator



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis - City Engineer *AL*

DATE: 8 October 2014

RE: Galena River Trail – Phase 3  
Approval of Amendment to Contract with IIW Engineers

Earlier this year we were informed by IDOT that the city was successful in obtaining additional funding for Phase 3 of the Galena River Trail between Galena Junction and Aiken. Total grant funding is now \$1.39 million compared with the original grant of \$423,750. These additional funds will be allocated towards the elevated walkways and concrete block retaining walls that are required to form the trail through a steep section of hillside.

Recent discussion with IIW Engineers have investigated using aluminum rather than wood for the elevated walkways. These would be similar to the bridge spans used on the Meeker Street footbridge, but obviously of shorter length. Aluminum walkways have a longer life expectancy and would greatly reduce maintenance and repair costs compared with a wood structure. The greater span lengths provided by aluminum would also reduce the number of support piers required through the 400 feet section of steep hillside. Initial cost estimates indicate the aluminum walkways will not add considerably to the project cost.

The design changes described above will increase our engineering cost with IIW Engineers by \$22,900. This will include redesign of the walkways and support piers, structural calculations, revision of specifications, compliance with IDOT bridge standards and update of drawings. Our present budget for engineering services is \$39,000. Therefore the total design will be \$61,900 for an estimated total construction cost of about \$1.39 million. This equates to a design fee of 4.4% which is less than a typical fee which would be between 8-10%.

I propose the city council approve a contract amendment with IIW Engineers to complete final design of the Phase 3 of the Galena River Trail for an additional amount of \$22,900. This would be paid for from the Bike Trail Construction budget item.

| Invoice                                      | Seq | Type    | Description          | Invoice Date | Total Cost | PO Number | GL Account   |
|--|-----|---------|----------------------|--------------|------------|-----------|--------------|
| <b>ADDOCO INC (971)</b>                      |     |         |                      |              |            |           |              |
| 40533  | 1   | Invoice | PARK PLAYGROUNDS     | 09/25/2014   | 240.00     |           | 17.52.820.06 |
| Total ADDOCO INC (971):                      |     |         |                      |              | 240.00     |           |              |
| <b>ALBAUGH, CRAIG (1084)</b>                 |     |         |                      |              |            |           |              |
| 100114                                       | 1   | Invoice | RETIREMENT HEALTH B  | 10/01/2014   | 99.00      |           | 78.32.464.02 |
| Total ALBAUGH, CRAIG (1084):                 |     |         |                      |              | 99.00      |           |              |
| <b>AMERICAN LEGAL PUBLISHING (556)</b>       |     |         |                      |              |            |           |              |
| 0100910                                      | 1   | Invoice | ONLINE CODE OF ORDIN | 09/26/2014   | 495.00     |           | 01.14.549.01 |
| Total AMERICAN LEGAL PUBLISHING (556):       |     |         |                      |              | 495.00     |           |              |
| <b>AMERICAN WATER ENTERPRISES (1005)</b>     |     |         |                      |              |            |           |              |
| MA007-2001                                   | 1   | Invoice | WATER CONTRACT       | 09/01/2014   | 26,635.91  |           | 51.42.515.00 |
| MA007-2001                                   | 2   | Invoice | SEWER CONTRACT       | 09/01/2014   | 26,635.91  |           | 52.43.515.01 |
| Total AMERICAN WATER ENTERPRISES (1005):     |     |         |                      |              | 53,271.82  |           |              |
| <b>AT &amp; T (LOCAL) (103)</b>              |     |         |                      |              |            |           |              |
| 100114                                       | 1   | Invoice | POLICE/PHONE         | 10/01/2014   | 272.61     |           | 01.21.552.00 |
| Total AT & T (LOCAL) (103):                  |     |         |                      |              | 272.61     |           |              |
| <b>AT &amp; T LONG DISTANCE (119065)</b>     |     |         |                      |              |            |           |              |
| 100114                                       | 1   | Invoice | FIRE DEPARTMENT/LON  | 10/01/2014   | .81        |           | 22.22.552.00 |
| Total AT & T LONG DISTANCE (119065):         |     |         |                      |              | .81        |           |              |
| <b>BUSINESS TELEPHONE SUPPLY (453)</b>       |     |         |                      |              |            |           |              |
| 993751                                       | 1   | Invoice | PHONE MAINTENANCE    | 10/02/2014   | 241.23     |           | 01.13.511.01 |
| Total BUSINESS TELEPHONE SUPPLY (453):       |     |         |                      |              | 241.23     |           |              |
| <b>CHIEF LAW ENFORCEMENT SUPPLY (119909)</b> |     |         |                      |              |            |           |              |
| 126468                                       | 1   | Invoice | UNIFORMS/LORI        | 09/18/2014   | 50.48      |           | 01.21.471.15 |
| Total CHIEF LAW ENFORCEMENT SUPPLY (119909): |     |         |                      |              | 50.48      |           |              |
| <b>CIVIL CONSTRUCTORS, INC. (1122)</b>       |     |         |                      |              |            |           |              |
| 11848  | 1   | Invoice | STORM DAMAGE         | 09/25/2014   | 3,225.00   |           | 01.41.514.06 |
| 11849  | 1   | Invoice | STREET IMPROVEMENT   | 09/25/2014   | 9,600.00   |           | 01.41.860.00 |
| Total CIVIL CONSTRUCTORS, INC. (1122):       |     |         |                      |              | 12,825.00  |           |              |
| <b>CONMAT, INC. (1187)</b>                   |     |         |                      |              |            |           |              |
| 92385  | 1   | Invoice | RIVER BANK           | 09/25/2014   | 383.62     |           | 20.25.515.00 |
| 92554  | 1   | Invoice | STORM SEWER          | 09/30/2014   | 66.82      |           | 01.41.514.06 |
| Total CONMAT, INC. (1187):                   |     |         |                      |              | 450.44     |           |              |

| Invoice                                   | Seq | Type    | Description          | Invoice Date | Total Cost | PO Number | GL Account   |
|---|-----|---------|----------------------|--------------|------------|-----------|--------------|
| <b>DECKER SUPPLY CO., INC. (867)</b>      |     |         |                      |              |            |           |              |
| 884228                                    | 1   | Invoice | SIGNS                | 10/06/2014   | 195.80     |           | 01.41.652.04 |
| Total DECKER SUPPLY CO., INC. (867):      |     |         |                      |              | 195.80     |           |              |
| <b>DIAMOND VOGEL PAINTS (119461)</b>      |     |         |                      |              |            |           |              |
| 227057107                                 | 1   | Invoice | STREET PAINT         | 09/18/2014   | 874.90     |           | 01.41.514.01 |
| Total DIAMOND VOGEL PAINTS (119461):      |     |         |                      |              | 874.90     |           |              |
| <b>DIXON, R. K. CO. (1)</b>               |     |         |                      |              |            |           |              |
| 1147913                                   | 1   | Invoice | COPIES MADE          | 09/11/2014   | 105.26     |           | 01.13.579.00 |
| Total DIXON, R. K. CO. (1):               |     |         |                      |              | 105.26     |           |              |
| <b>DOIG, KATHLEEN (119339)</b>            |     |         |                      |              |            |           |              |
| 100714                                    | 1   | Invoice | MARKET HOUSE RESTR   | 10/07/2014   | 475.00     |           | 01.13.511.06 |
| Total DOIG, KATHLEEN (119339):            |     |         |                      |              | 475.00     |           |              |
| <b>DOUGLAS, CHRIS (120026)</b>            |     |         |                      |              |            |           |              |
| 092114                                    | 1   | Invoice | DEPOSIT REFUND       | 09/21/2014   | 200.00     |           | 58.54.929.00 |
| Total DOUGLAS, CHRIS (120026):            |     |         |                      |              | 200.00     |           |              |
| <b>FISCHER EXCAVATING, INC. (25638)</b>   |     |         |                      |              |            |           |              |
| 092414                                    | 1   | Invoice | CONSTRUCTION         | 09/24/2014   | 254,868.73 |           | 51.42.831.04 |
| Total FISCHER EXCAVATING, INC. (25638):   |     |         |                      |              | 254,868.73 |           |              |
| <b>FREAL FOODS, LLC (119804)</b>          |     |         |                      |              |            |           |              |
| 974580                                    | 1   | Invoice | REPAIRS TO FREAL MAC | 07/29/2014   | 23.27      |           | 59.55.512.01 |
| Total FREAL FOODS, LLC (119804):          |     |         |                      |              | 23.27      |           |              |
| <b>GALENA CHAMBER/COMMERCE (20)</b>       |     |         |                      |              |            |           |              |
| 1695                                      | 1   | Invoice | CHAMBER DUES         | 10/01/2014   | 100.00     |           | 01.11.561.00 |
| Total GALENA CHAMBER/COMMERCE (20):       |     |         |                      |              | 100.00     |           |              |
| <b>GALENA CHRYSLER (82)</b>               |     |         |                      |              |            |           |              |
| 100714                                    | 1   | Invoice | NEW POLICE VEHICLE   | 10/07/2014   | 23,916.00  |           | 01.21.918.01 |
| Total GALENA CHRYSLER (82):               |     |         |                      |              | 23,916.00  |           |              |
| <b>GALENA GAZETTE (34)</b>                |     |         |                      |              |            |           |              |
| 00038366                                  | 1   | Invoice | NOTICE               | 09/10/2014   | 17.10      |           | 01.14.553.00 |
| 00038692                                  | 1   | Invoice | BID NOTICE           | 09/25/2014   | 95.95      |           | 01.14.553.00 |
| 00038711                                  | 1   | Invoice | PUBLIC NOTICE        | 09/26/2014   | 31.85      |           | 01.14.553.00 |
| Total GALENA GAZETTE (34):                |     |         |                      |              | 144.90     |           |              |
| <b>GALENA LAUN. &amp; LINEN INC. (84)</b> |     |         |                      |              |            |           |              |
| 100114                                    | 1   | Invoice | FINANCE-LAUNDRY SER  | 10/01/2014   | 8.00       |           | 01.13.654.00 |

| Invoice   | Seq | Type    | Description          | Invoice Date | Total Cost | PO Number | GL Account   |
|---|-----|---------|----------------------|--------------|------------|-----------|--------------|
| 100114  | 2   | Invoice | FIRE DEPARTMENT      | 10/01/2014   | 25.00      |           | 22.22.538.01 |
| 100114  | 3   | Invoice | POLICE DEPARTMENT    | 10/01/2014   | 30.00      |           | 01.21.651.00 |
| 100114  | 4   | Invoice | TURNER HALL-RUG SER  | 10/01/2014   | 27.00      |           | 58.54.654.01 |
| Total GALENA LAUN. & LINEN INC. (84):             |     |         |                      |              | 90.00      |           |              |
| <b>GALENA LIONS CLUB (119471)</b>                 |     |         |                      |              |            |           |              |
| 100114  | 1   | Invoice | DEPOSIT REFUND       | 10/01/2014   | 500.00     |           | 01.11.912.00 |
| Total GALENA LIONS CLUB (119471):                 |     |         |                      |              | 500.00     |           |              |
| <b>GALENA LUMBER CO. (85)</b>                     |     |         |                      |              |            |           |              |
| 100114  | 1   | Invoice | MISC. MATERIALS      | 10/01/2014   | 11.73      |           | 01.41.652.04 |
| 100114  | 2   | Invoice | PLYWOOD FOR BURN H   | 10/01/2014   | 78.08      |           | 22.22.652.00 |
| Total GALENA LUMBER CO. (85):                     |     |         |                      |              | 89.81      |           |              |
| <b>GALL'S, INC. (712)</b>                         |     |         |                      |              |            |           |              |
| 002437907   | 1   | Invoice | UNIFORMS/NATHAN      | 09/16/2014   | 12.65      |           | 01.21.471.15 |
| Total GALL'S, INC. (712):                         |     |         |                      |              | 12.65      |           |              |
| <b>GASSER @ GALENA (24)</b>                       |     |         |                      |              |            |           |              |
| 100114  | 1   | Invoice | MISC. SUPPLIES       | 10/01/2014   | 3.86       |           | 01.41.514.11 |
| 100114  | 2   | Invoice | MISC. SUPPLIES       | 10/01/2014   | .58        |           | 01.41.613.10 |
| 100114  | 3   | Invoice | MISC. SUPPLIES       | 10/01/2014   | 106.12     |           | 01.41.652.00 |
| 100114  | 4   | Invoice | MISC. SUPPLIES       | 10/01/2014   | 139.77     |           | 01.41.653.00 |
| 100114  | 5   | Invoice | MISC. SUPPLIES       | 10/01/2014   | 238.51     |           | 17.52.652.00 |
| 100114  | 6   | Invoice | MISC. SUPPLIES       | 10/01/2014   | 161.10     |           | 17.52.820.06 |
| 100114  | 7   | Invoice | MISC. SUPPLIES       | 10/01/2014   | 82.36      |           | 22.22.611.00 |
| 100114  | 8   | Invoice | OIL, ETC (FIRE DEPT) | 10/01/2014   | 459.13     |           | 22.22.613.00 |
| Total GASSER @ GALENA (24):                       |     |         |                      |              | 1,191.43   |           |              |
| <b>GLOBAL REACH INTERNET PROD. (119792)</b>       |     |         |                      |              |            |           |              |
| 58371   | 1   | Invoice | WEBSITE HOSTING FEE  | 07/01/2014   | 185.80     |           | 01.13.512.05 |
| Total GLOBAL REACH INTERNET PROD. (119792):       |     |         |                      |              | 185.80     |           |              |
| <b>GRANT EQUIPMENT CO (351)</b>                   |     |         |                      |              |            |           |              |
| 117195  | 1   | Invoice | TRACTOR              | 09/23/2014   | 242.38     |           | 01.41.613.10 |
| Total GRANT EQUIPMENT CO (351):                   |     |         |                      |              | 242.38     |           |              |
| <b>GUY'S TRUCK &amp; TRACTOR SERVICE (119033)</b> |     |         |                      |              |            |           |              |
| GW1003574   | 1   | Invoice | SWEEPER              | 09/17/2014   | 241.37     |           | 01.41.613.11 |
| Total GUY'S TRUCK & TRACTOR SERVICE (119033):     |     |         |                      |              | 241.37     |           |              |
| <b>HALSTEAD, DEVIN (120019)</b>                   |     |         |                      |              |            |           |              |
| 100714  | 1   | Invoice | LEATHER CARRY CASE   | 10/07/2014   | 41.16      |           | 01.21.471.15 |
| Total HALSTEAD, DEVIN (120019):                   |     |         |                      |              | 41.16      |           |              |

| Invoice  | Seq | Type    | Description          | Invoice Date | Total Cost | PO Number | GL Account   |
|--|-----|---------|----------------------|--------------|------------|-----------|--------------|
| <b>HALSTEAD, MARY L. (119966)</b>              |     |         |                      |              |            |           |              |
| 100114   | 1   | Invoice | CITY HALL JANITOR    | 10/01/2014   | 240.00     |           | 01.13.411.00 |
| 100114   | 2   | Invoice | PUBLIC RESTROOMS AT  | 10/01/2014   | 225.00     |           | 01.13.511.06 |
| 100114   | 3   | Invoice | PARKS RESTROOMS      | 10/01/2014   | 675.00     |           | 17.52.411.00 |
| Total HALSTEAD, MARY L. (119966):              |     |         |                      |              | 1,140.00   |           |              |
| <b>IFIBER (119998)</b>                         |     |         |                      |              |            |           |              |
| 1404123  | 1   | Invoice | IFIBER CONNECTION    | 10/01/2014   | 300.00     |           | 22.22.652.00 |
| Total IFIBER (119998):                         |     |         |                      |              | 300.00     |           |              |
| <b>IIW ENGINEERS &amp; SURVEYORS, PC (260)</b> |     |         |                      |              |            |           |              |
| 61791  | 1   | Invoice | PHASE 3 TRAIL DESIGN | 09/26/2014   | 275.25     |           | 01.45.532.00 |
| Total IIW ENGINEERS & SURVEYORS, PC (260):     |     |         |                      |              | 275.25     |           |              |
| <b>IL DEPARTMENT OF CMS (CRF) (118967)</b>     |     |         |                      |              |            |           |              |
| T1506723                                       | 1   | Invoice | IN-SQUAD COMPUTER C  | 09/22/2014   | 232.60     |           | 01.21.542.00 |
| Total IL DEPARTMENT OF CMS (CRF) (118967):     |     |         |                      |              | 232.60     |           |              |
| <b>IL EPA (119716)</b>                         |     |         |                      |              |            |           |              |
| 091614   | 1   | Invoice | EPA LOAN-WATER TOW   | 09/16/2014   | 81,048.29  |           | 51.42.716.00 |
| Total IL EPA (119716):                         |     |         |                      |              | 81,048.29  |           |              |
| <b>IL SECRETARY STATE (693)</b>                |     |         |                      |              |            |           |              |
| 092314   | 1   | Invoice | NEW PLATES FOR SQUA  | 09/23/2014   | 103.00     |           | 01.21.918.01 |
| 092314   | 2   | Invoice | LICENSE FOR 2015 FOR | 09/23/2014   | 105.00     |           | 01.41.840.01 |
| Total IL SECRETARY STATE (693):                |     |         |                      |              | 208.00     |           |              |
| <b>ILLINOIS FIRE STORE (119034)</b>            |     |         |                      |              |            |           |              |
| 32391  | 1   | Invoice | NAME PLATE           | 09/12/2014   | 51.92      |           | 22.22.840.00 |
| Total ILLINOIS FIRE STORE (119034):            |     |         |                      |              | 51.92      |           |              |
| <b>INTERNATIONAL RADIO, LLC (120018)</b>       |     |         |                      |              |            |           |              |
| 100008557                                      | 1   | Invoice | UNIFORMS/KEITH       | 06/20/2014   | 39.00      |           | 01.21.471.15 |
| Total INTERNATIONAL RADIO, LLC (120018):       |     |         |                      |              | 39.00      |           |              |
| <b>J &amp; R SUPPLY INCORPORATED (951)</b>     |     |         |                      |              |            |           |              |
| 1410189  | 1   | Invoice | STORM SEWER @ 405 HI | 09/26/2014   | 650.00     |           | 01.41.514.06 |
| Total J & R SUPPLY INCORPORATED (951):         |     |         |                      |              | 650.00     |           |              |
| <b>JACKSON CONCRETE/EXCAVATION CO (489)</b>    |     |         |                      |              |            |           |              |
| 092314   | 1   | Invoice | CONCRETE CHANNEL     | 09/23/2014   | 505.00     |           | 01.41.860.05 |
| Total JACKSON CONCRETE/EXCAVATION CO (489):    |     |         |                      |              | 505.00     |           |              |

| Invoice  | Seq | Type    | Description          | Invoice Date | Total Cost | PO Number | GL Account   |
|--|-----|---------|----------------------|--------------|------------|-----------|--------------|
| <b>JO CARROLL ENERGY, INC. (397)</b>             |     |         |                      |              |            |           |              |
| 100114   | 1   | Invoice | ADMINISTRATION/ELECT | 10/01/2014   | 546.41     |           | 01.13.571.01 |
| 100114   | 2   | Invoice | POLICE               | 10/01/2014   | 557.98     |           | 01.21.571.01 |
| 100114   | 3   | Invoice | EMS/ELECTRIC         | 10/01/2014   | 109.31     |           | 12.10.571.01 |
| 100114   | 4   | Invoice | PARKS/ELECTRIC       | 10/01/2014   | 99.24      |           | 17.52.571.01 |
| 100114   | 5   | Invoice | FLOOD/ELECTRIC       | 10/01/2014   | 236.61     |           | 20.25.576.01 |
| 100114   | 6   | Invoice | FIRE/ELECTRIC        | 10/01/2014   | 445.75     |           | 22.22.576.01 |
| 100114   | 7   | Invoice | TURNER HALL          | 10/01/2014   | 1,388.88   |           | 58.54.571.01 |
| 100114   | 8   | Invoice | WELCOME SIGNS        | 10/01/2014   | 30.04      |           | 01.41.571.01 |
| 100114   | 9   | Invoice | ELECTRIC             | 10/01/2014   | 6,714.80   |           | 15.41.572.00 |
| Total JO CARROLL ENERGY, INC. (397):             |     |         |                      |              | 10,129.02  |           |              |
| <b>JO DAVIESS CTY CLERK/RECORDER (393)</b>       |     |         |                      |              |            |           |              |
| 100214   | 1   | Invoice | RECORDING FEE        | 10/02/2014   | 51.00      |           | 51.42.549.00 |
| Total JO DAVIESS CTY CLERK/RECORDER (393):       |     |         |                      |              | 51.00      |           |              |
| <b>JO DAVIESS CTY GIS DEPT (330)</b>             |     |         |                      |              |            |           |              |
| 092214   | 1   | Invoice | GIS FOR SPO'S        | 09/22/2014   | 18.75      |           | 01.16.553.00 |
| Total JO DAVIESS CTY GIS DEPT (330):             |     |         |                      |              | 18.75      |           |              |
| <b>JO DAVIESS CTY SHERIFF (116)</b>              |     |         |                      |              |            |           |              |
| 100114   | 1   | Invoice | RADIO SERVICE        | 10/01/2014   | 100.00     |           | 22.22.538.00 |
| 100114   | 2   | Invoice | CITY SHARE OF OFFICE | 10/01/2014   | 200.12     |           | 01.21.538.00 |
| Total JO DAVIESS CTY SHERIFF (116):              |     |         |                      |              | 300.12     |           |              |
| <b>JOHN DEERE FINANCIAL (119690)</b>             |     |         |                      |              |            |           |              |
| 091514   | 1   | Invoice | BOOTS                | 09/15/2014   | 207.99     |           | 01.41.471.09 |
| Total JOHN DEERE FINANCIAL (119690):             |     |         |                      |              | 207.99     |           |              |
| <b>KOHL, JEREMY (120024)</b>                     |     |         |                      |              |            |           |              |
| 101314   | 1   | Invoice | DEPOSIT REFUND       | 10/13/2014   | 200.00     |           | 58.54.929.00 |
| Total KOHL, JEREMY (120024):                     |     |         |                      |              | 200.00     |           |              |
| <b>KRASNODEMSKI, EDWARD &amp; KATIE (120022)</b> |     |         |                      |              |            |           |              |
| 100314   | 1   | Invoice | OVERPAYMENT ON ACC   | 10/03/2014   | 9.11       |           | 98.115.0     |
| Total KRASNODEMSKI, EDWARD & KATIE (120022):     |     |         |                      |              | 9.11       |           |              |
| <b>LEXISNEXIS RISK DATA MGMT. INC (376)</b>      |     |         |                      |              |            |           |              |
| 1343164-201                                      | 1   | Invoice | INVESTIGATIONS PROG  | 09/30/2014   | 31.00      |           | 01.21.652.03 |
| Total LEXISNEXIS RISK DATA MGMT. INC (376):      |     |         |                      |              | 31.00      |           |              |
| <b>LOUIE'S TRENCHING SERVICE (127)</b>           |     |         |                      |              |            |           |              |
| 093014   | 1   | Invoice | CONSTRUCTION         | 09/30/2014   | 9,721.19   |           | 17.52.870.02 |
| Total LOUIE'S TRENCHING SERVICE (127):           |     |         |                      |              | 9,721.19   |           |              |

| Invoice  | Seq | Type    | Description            | Invoice Date | Total Cost | PO Number | GL Account   |
|--|-----|---------|------------------------|--------------|------------|-----------|--------------|
| <b>MCGREEVY WILLIAMS LAW OFFICE (119647)</b>         |     |         |                        |              |            |           |              |
| 142247   | 1   | Invoice | SCENIC MEADOWS LITIG   | 09/16/2014   | 715.00     |           | 01.41.863.11 |
| Total MCGREEVY WILLIAMS LAW OFFICE (119647):         |     |         |                        |              | 715.00     |           |              |
| <b>MCGUIRE, THOMAS F. &amp; ASSOC. LTD. (120016)</b> |     |         |                        |              |            |           |              |
| 091514   | 1   | Invoice | BARKLOW ARBITRATION    | 09/15/2014   | 11,075.00  |           | 01.11.549.00 |
| Total MCGUIRE, THOMAS F. & ASSOC. LTD. (120016):     |     |         |                        |              | 11,075.00  |           |              |
| <b>METLIFE SMALL BUSINESS CENTER (775)</b>           |     |         |                        |              |            |           |              |
| 100114   | 1   | Invoice | DENTAL INSURANCE       | 10/01/2014   | 1,601.37   |           | 01.13.451.01 |
| 100114   | 2   | Invoice | LIFE & DENTAL INSURAN  | 10/01/2014   | 248.96     |           | 01.13.452.00 |
| Total METLIFE SMALL BUSINESS CENTER (775):           |     |         |                        |              | 1,850.33   |           |              |
| <b>MILLER-BRADFORD &amp; RISBERG (1001)</b>          |     |         |                        |              |            |           |              |
| EK03897  | 1   | Invoice | SKID LOADER FORKS      | 09/11/2014   | 300.00     |           | 01.41.613.12 |
| EK03897  | 2   | Invoice | SKID LOADER FORKS      | 09/11/2014   | 300.00     |           | 20.25.652.02 |
| EK03897  | 3   | Invoice | SKID LOADER FORKS      | 09/11/2014   | 265.00     |           | 17.52.514.00 |
| WK17780  | 1   | Invoice | SWEEPER                | 09/18/2014   | 2,315.23   |           | 01.41.613.11 |
| Total MILLER-BRADFORD & RISBERG (1001):              |     |         |                        |              | 3,180.23   |           |              |
| <b>MNS CONSTRUCTION, INC. (118877)</b>               |     |         |                        |              |            |           |              |
| 100914   | 1   | Invoice | DESIGN/CONSTRUCTION    | 10/09/2014   | 75,225.60  |           | 22.22.840.05 |
| Total MNS CONSTRUCTION, INC. (118877):               |     |         |                        |              | 75,225.60  |           |              |
| <b>MONTGOMERY TRUCKING (133)</b>                     |     |         |                        |              |            |           |              |
| 115466   | 1   | Invoice | REFUSE HANDLING CON    | 10/01/2014   | 13,475.60  |           | 13.44.540.04 |
| 115466   | 2   | Invoice | RECYCLING CONTRACT     | 10/01/2014   | 4,662.90   |           | 13.44.540.00 |
| 115466   | 3   | Invoice | DUMPSTER RENT          | 10/01/2014   | 60.00      |           | 13.44.544.03 |
| 115466   | 4   | Invoice | DUMPSTER DISPOSAL F    | 10/01/2014   | 139.50     |           | 01.41.573.00 |
| Total MONTGOMERY TRUCKING (133):                     |     |         |                        |              | 18,338.00  |           |              |
| <b>MSA PROFESSIONAL SERVICES, INC (427)</b>          |     |         |                        |              |            |           |              |
| 4  | 1   | Invoice | MSA DESIGN             | 09/24/2014   | 7,150.00   |           | 51.42.831.04 |
| Total MSA PROFESSIONAL SERVICES, INC (427):          |     |         |                        |              | 7,150.00   |           |              |
| <b>MURRAY, B. L. CO. INC. (135)</b>                  |     |         |                        |              |            |           |              |
| 84904  | 1   | Invoice | INSTITUTIONAL SUPPLIE  | 09/18/2014   | 42.69      |           | 58.54.654.01 |
| Total MURRAY, B. L. CO. INC. (135):                  |     |         |                        |              | 42.69      |           |              |
| <b>NAPA AUTO PARTS (79)</b>                          |     |         |                        |              |            |           |              |
| 093014   | 1   | Invoice | OIL FILTERS FOR FIRE T | 09/30/2014   | 365.73     |           | 22.22.613.00 |
| 100114   | 1   | Invoice | EQUIPMENT              | 10/01/2014   | 57.94      |           | 17.52.514.00 |
| 100114   | 2   | Invoice | CHAINSAW               | 10/01/2014   | 41.95      |           | 01.41.613.12 |
| Total NAPA AUTO PARTS (79):                          |     |         |                        |              | 465.62     |           |              |

| Invoice  | Seq | Type    | Description          | Invoice Date | Total Cost | PO Number | GL Account   |
|--|-----|---------|----------------------|--------------|------------|-----------|--------------|
| <b>NICOR (151)</b>                                   |     |         |                      |              |            |           |              |
| 100114   | 1   | Invoice | MARKETHOUSE RESTRO   | 10/01/2014   | 26.08      |           | 01.13.511.06 |
| 100114   | 2   | Invoice | POOL-GAS             | 10/01/2014   | 79.78      |           | 59.55.571.02 |
| Total NICOR (151):                                   |     |         |                      |              | 105.86     |           |              |
| <b>NICOR (F) (118924)</b>                            |     |         |                      |              |            |           |              |
| 100114   | 1   | Invoice | CITY HALL-GAS        | 10/01/2014   | 80.93      |           | 01.13.571.05 |
| 100114   | 2   | Invoice | POLICE-GAS           | 10/01/2014   | 75.35      |           | 01.21.571.05 |
| 100114   | 3   | Invoice | PUBLIC WORKS-GAS     | 10/01/2014   | 194.38     |           | 01.41.571.05 |
| 100114   | 4   | Invoice | FIRE DEPARTMENT-GAS  | 10/01/2014   | 95.14      |           | 22.22.571.05 |
| 100114   | 5   | Invoice | TURNER HALL-GAS      | 10/01/2014   | 177.18     |           | 58.54.571.05 |
| Total NICOR (F) (118924):                            |     |         |                      |              | 622.98     |           |              |
| <b>NORTH EAST MULTI-REGIONAL TRAI, INC. (119992)</b> |     |         |                      |              |            |           |              |
| 187333   | 1   | Invoice | TRAINING/DEVIN       | 10/02/2014   | 75.00      |           | 01.21.563.00 |
| Total NORTH EAST MULTI-REGIONAL TRAI, INC. (119992): |     |         |                      |              | 75.00      |           |              |
| <b>NUTOYS LEISURE PRODUCTS (373)</b>                 |     |         |                      |              |            |           |              |
| 41838  | 1   | Invoice | DUMPSTER             | 09/12/2014   | 1,395.00   |           | 01.41.573.00 |
| Total NUTOYS LEISURE PRODUCTS (373):                 |     |         |                      |              | 1,395.00   |           |              |
| <b>ORKIN PEST CONTROL (574)</b>                      |     |         |                      |              |            |           |              |
| 100114   | 1   | Invoice | PEST CONTROL SERVIC  | 10/01/2014   | 83.15      |           | 01.13.511.01 |
| Total ORKIN PEST CONTROL (574):                      |     |         |                      |              | 83.15      |           |              |
| <b>OSMANSKI, JOHN (120023)</b>                       |     |         |                      |              |            |           |              |
| 092914   | 1   | Invoice | LED BULBS            | 09/29/2014   | 204.30     |           | 01.41.514.11 |
| Total OSMANSKI, JOHN (120023):                       |     |         |                      |              | 204.30     |           |              |
| <b>PALAGI, ROBERT G. (120017)</b>                    |     |         |                      |              |            |           |              |
| 082514   | 1   | Invoice | TREE DAMAGE          | 08/25/2014   | 402.69     |           | 01.41.517.02 |
| Total PALAGI, ROBERT G. (120017):                    |     |         |                      |              | 402.69     |           |              |
| <b>PETTY CASH/POLICE DEPT. (163)</b>                 |     |         |                      |              |            |           |              |
| 100614   | 1   | Invoice | WINDOW CLEANING      | 10/06/2014   | 5.00       |           | 01.21.654.00 |
| 100614   | 2   | Invoice | TRAVEL REIMBURSEME   | 10/06/2014   | 13.78      |           | 01.21.562.00 |
| 100614   | 3   | Invoice | CAR WASH             | 10/06/2014   | 8.00       |           | 01.21.513.06 |
| Total PETTY CASH/POLICE DEPT. (163):                 |     |         |                      |              | 26.78      |           |              |
| <b>QUILL CORP. (686)</b>                             |     |         |                      |              |            |           |              |
| 6577643  | 1   | Invoice | OFFICE SUPPLES/ALL   | 09/30/2014   | 14.99      |           | 01.13.651.02 |
| 6608494  | 1   | Invoice | OFFICE SUPPLIES-ADMI | 10/01/2014   | 429.56     |           | 01.13.651.02 |
| Total QUILL CORP. (686):                             |     |         |                      |              | 444.55     |           |              |

| Invoice  | Seq | Type    | Description           | Invoice Date | Total Cost | PO Number | GL Account   |
|--|-----|---------|-----------------------|--------------|------------|-----------|--------------|
| <b>SCHUMACHER, JANELLE &amp; BRAD (120021)</b> |     |         |                       |              |            |           |              |
| 100314   | 1   | Invoice | OVERPAYMENT ON ACC    | 10/03/2014   | 10.80      |           | 98.115.0     |
| Total SCHUMACHER, JANELLE & BRAD (120021):     |     |         |                       |              | 10.80      |           |              |
| <b>SECURITY PRODUCTS OF DUBUQUE (119890)</b>   |     |         |                       |              |            |           |              |
| 0431689  | 1   | Invoice | ALARM MONITORING      | 09/29/2014   | 27.00      |           | 01.13.552.00 |
| 0431704  | 1   | Invoice | CITY HALL SECURITY    | 09/29/2014   | 199.50     |           | 01.13.820.00 |
| Total SECURITY PRODUCTS OF DUBUQUE (119890):   |     |         |                       |              | 226.50     |           |              |
| <b>SLOAN IMPLEMENT (119196)</b>                |     |         |                       |              |            |           |              |
| 171021   | 1   | Invoice | EQUIPMENT             | 10/02/2014   | 26.44      |           | 17.52.514.00 |
| Total SLOAN IMPLEMENT (119196):                |     |         |                       |              | 26.44      |           |              |
| <b>STAVER, TOM &amp; JULIE (120025)</b>        |     |         |                       |              |            |           |              |
| 101314   | 1   | Invoice | DEPOSIT REFUND        | 10/13/2014   | 200.00     |           | 58.54.929.00 |
| Total STAVER, TOM & JULIE (120025):            |     |         |                       |              | 200.00     |           |              |
| <b>STEPHENSON SERVICE CO. (119230)</b>         |     |         |                       |              |            |           |              |
| 100114   | 1   | Invoice | FUEL                  | 10/01/2014   | 715.01     |           | 01.41.655.00 |
| Total STEPHENSON SERVICE CO. (119230):         |     |         |                       |              | 715.01     |           |              |
| <b>TANDEM TIRE &amp; AUTO SERVIC (725)</b>     |     |         |                       |              |            |           |              |
| AD9320   | 1   | Invoice | BACKHOE               | 09/18/2014   | 135.00     |           | 01.41.613.07 |
| Total TANDEM TIRE & AUTO SERVIC (725):         |     |         |                       |              | 135.00     |           |              |
| <b>TEAM REIL (118952)</b>                      |     |         |                       |              |            |           |              |
| 12388P   | 1   | Invoice | PLAYGROUND EQUIPME    | 09/19/2014   | 177.63     |           | 17.52.820.06 |
| Total TEAM REIL (118952):                      |     |         |                       |              | 177.63     |           |              |
| <b>TOP BLOCK AND BRICK (814)</b>               |     |         |                       |              |            |           |              |
| 3212461  | 1   | Invoice | SIDEWALK              | 09/15/2014   | 259.40     |           | 01.41.514.08 |
| Total TOP BLOCK AND BRICK (814):               |     |         |                       |              | 259.40     |           |              |
| <b>TRI-STATE PORTA POTT, INC. (908)</b>        |     |         |                       |              |            |           |              |
| 411  | 1   | Invoice | BIKE TRAIL/PORTA POTT | 10/01/2014   | 90.00      |           | 17.52.579.01 |
| 411  | 2   | Invoice | GATEWAY PARK/PORTA    | 10/01/2014   | 75.00      |           | 17.52.579.01 |
| Total TRI-STATE PORTA POTT, INC. (908):        |     |         |                       |              | 165.00     |           |              |
| <b>TRI-STATE SCREEN PRINTING (119187)</b>      |     |         |                       |              |            |           |              |
| 12684  | 1   | Invoice | UNIFORMS/TIM          | 08/13/2014   | 6.07       |           | 01.21.471.15 |
| Total TRI-STATE SCREEN PRINTING (119187):      |     |         |                       |              | 6.07       |           |              |
| <b>UNIFORM DEN EAST, INC. (119474)</b>         |     |         |                       |              |            |           |              |
| 36318  | 1   | Invoice | UNIFORMS/TIM & TONY   | 09/19/2014   | 134.05     |           | 01.21.471.15 |

| Invoice                                      | Seq | Type    | Description           | Invoice Date | Total Cost | PO Number | GL Account   |
|--|-----|---------|-----------------------|--------------|------------|-----------|--------------|
| Total UNIFORM DEN EAST, INC. (119474):       |     |         |                       |              | 134.05     |           |              |
| <b>UNIVERSITY OF ILLINOIS-GAR 162 (388)</b>  |     |         |                       |              |            |           |              |
| UPIN7380                                     | 1   | Invoice | TRAINING/DEVIN        | 10/01/2014   | 150.00     |           | 01.21.563.00 |
| Total UNIVERSITY OF ILLINOIS-GAR 162 (388):  |     |         |                       |              | 150.00     |           |              |
| <b>UPS STORE GALENA, THE (1260)</b>          |     |         |                       |              |            |           |              |
| 9079   | 1   | Invoice | UPS SHIPPING          | 09/17/2014   | 9.32       |           | 01.21.551.00 |
| 9154   | 1   | Invoice | UPS SHIPPING          | 09/19/2014   | 10.72      |           | 01.21.551.00 |
| 9203   | 1   | Invoice | UPS SHIPPING          | 09/22/2014   | 9.32       |           | 01.21.551.00 |
| 9377   | 1   | Invoice | UPS SHIPPING          | 09/29/2014   | 36.58      |           | 01.21.551.00 |
| Total UPS STORE GALENA, THE (1260):          |     |         |                       |              | 65.94      |           |              |
| <b>US CELLULAR (92)</b>                      |     |         |                       |              |            |           |              |
| 092414                                       | 1   | Invoice | PUBLIC WORKS/CELL PH  | 09/24/2014   | 54.14      |           | 01.41.552.00 |
| 092414                                       | 2   | Invoice | ADMIN/CELL PHONE      | 09/24/2014   | 46.50      |           | 01.11.552.00 |
| 092414                                       | 3   | Invoice | FIRE DEPT./CELL PHONE | 09/24/2014   | 19.69      |           | 22.22.552.00 |
| 092414                                       | 4   | Invoice | POLICE/CELL PHONES    | 09/24/2014   | 75.62      |           | 01.21.552.01 |
| Total US CELLULAR (92):                      |     |         |                       |              | 195.95     |           |              |
| <b>US POSTAL SERVICE (1076)</b>              |     |         |                       |              |            |           |              |
| 093014                                       | 1   | Invoice | PERMIT 82 ACCOUNT PO  | 09/30/2014   | 500.00     |           | 51.42.551.00 |
| 093014                                       | 2   | Invoice | PERMIT 82 ACCOUNT PO  | 09/30/2014   | 250.00     |           | 52.43.551.00 |
| 093014                                       | 3   | Invoice | PERMIT 82 ACCOUNT PO  | 09/30/2014   | 750.00     |           | 13.44.551.00 |
| Total US POSTAL SERVICE (1076):              |     |         |                       |              | 1,500.00   |           |              |
| <b>VERIZON WIRELESS (316)</b>                |     |         |                       |              |            |           |              |
| 9732978832                                   | 1   | Invoice | VERIZON JET PACK FOR  | 10/01/2014   | 38.01      |           | 01.21.652.03 |
| Total VERIZON WIRELESS (316):                |     |         |                       |              | 38.01      |           |              |
| <b>WEBER PAPER COMPANY (40)</b>              |     |         |                       |              |            |           |              |
| 581271                                       | 1   | Invoice | INSTITUTIONAL SUPPLIE | 09/18/2014   | 59.21      |           | 58.54.654.01 |
| 581272                                       | 1   | Invoice | MARKET HOUSE RESTR    | 09/18/2014   | 168.60     |           | 01.13.511.06 |
| 582023                                       | 1   | Invoice | INSTITUTIONAL SUPPLIE | 09/25/2014   | 56.84      |           | 58.54.654.01 |
| 582028                                       | 1   | Invoice | JANITOR SUPPLIES      | 09/25/2014   | 191.93     |           | 01.13.654.00 |
| 582770                                       | 1   | Invoice | INSTITUTIONAL SUPPLIE | 10/02/2014   | 50.20      |           | 58.54.654.01 |
| 582775                                       | 1   | Invoice | JANITOR SUPPLIES      | 10/02/2014   | 108.93     |           | 01.13.511.06 |
| Total WEBER PAPER COMPANY (40):              |     |         |                       |              | 635.71     |           |              |
| <b>WELU PRINTING CO. (770)</b>               |     |         |                       |              |            |           |              |
| 95214  | 1   | Invoice | SHIPPING LABELS       | 09/25/2014   | 262.88     |           | 01.13.651.02 |
| Total WELU PRINTING CO. (770):               |     |         |                       |              | 262.88     |           |              |
| <b>WHITE CONSTRUCTION CO., INC. (119359)</b> |     |         |                       |              |            |           |              |
| 100114                                       | 1   | Invoice | PUBLIC WORKS JANITO   | 10/01/2014   | 110.00     |           | 01.41.511.01 |

| Invoice                                      | Seq | Type    | Description         | Invoice Date | Total Cost | PO Number | GL Account   |
|--|-----|---------|---------------------|--------------|------------|-----------|--------------|
| Total WHITE CONSTRUCTION CO., INC. (119359): |     |         |                     |              | 110.00     |           |              |
| <b>WHITE, DARREL A. (119896)</b>             |     |         |                     |              |            |           |              |
| 100314                                       | 1   | Invoice | SEEDING FOR STORM S | 10/03/2014   | 45.50      |           | 01.41.514.06 |
| Total WHITE, DARREL A. (119896):             |     |         |                     |              | 45.50      |           |              |
| <b>WHITE'S LAWN CARE (119092)</b>            |     |         |                     |              |            |           |              |
| 5919   | 1   | Invoice | VACANT PROPERTY MO  | 10/02/2014   | 410.00     |           | 51.42.929.00 |
| Total WHITE'S LAWN CARE (119092):            |     |         |                     |              | 410.00     |           |              |
| <b>WHKS &amp; CO. (119367)</b>               |     |         |                     |              |            |           |              |
| 32993  | 1   | Invoice | UNIT 3 CONSTRUCTION | 09/25/2014   | 11,863.16  |           | 01.41.863.11 |
| Total WHKS & CO. (119367):                   |     |         |                     |              | 11,863.16  |           |              |
| <b>WIZARD COMPUTERS INC (666)</b>            |     |         |                     |              |            |           |              |
| 13127  | 1   | Invoice | COMPUTER MAINTENAN  | 09/25/2014   | 562.50     |           | 01.13.512.04 |
| 13127  | 2   | Invoice | COMPUTER MAINTENAN  | 09/25/2014   | 187.50     |           | 01.21.684.00 |
| Total WIZARD COMPUTERS INC (666):            |     |         |                     |              | 750.00     |           |              |
| <b>WUEBBEN, TIM (119934)</b>                 |     |         |                     |              |            |           |              |
| 100714                                       | 1   | Invoice | LEATHER CARRY CASE  | 10/07/2014   | 41.16      |           | 01.21.471.15 |
| Total WUEBBEN, TIM (119934):                 |     |         |                     |              | 41.16      |           |              |
| <b>ZELLE, KYLE R. (120020)</b>               |     |         |                     |              |            |           |              |
| 100314                                       | 1   | Invoice | OVERPAYMENT ON ACC  | 10/03/2014   | 9.93       |           | 98.115.0     |
| Total ZELLE, KYLE R. (120020):               |     |         |                     |              | 9.93       |           |              |
| Grand Totals:                                |     |         |                     |              | 596,100.01 |           |              |

Report GL Period Summary

Vendor number hash: 4962569  
 Vendor number hash - split: 5691426  
 Total number of invoices: 107  
 Total number of transactions: 152

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms        | 596,100.01     | 596,100.01         |
| Grand Totals:     | 596,100.01     | 596,100.01         |