



City of Galena, Illinois

AGENDA

REGULAR CITY COUNCIL MEETING

MONDAY, AUGUST 10 2015

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

ITEM	DESCRIPTION
15C-0294.	Call to Order by Presiding Officer
15C-0295.	Roll Call
15C-0296.	Establishment of Quorum
15C-0297.	Pledge of Allegiance
15C-0298.	Reports of Standing Committees
15C-0299.	Citizens Comments <ul style="list-style-type: none"> • Not to exceed 15 minutes as an agenda item • Not more than 3 minutes per speaker • No testimony on zoning items where a public hearing has been conducted

LIQUOR COMMISSION

ITEM	DESCRIPTION	PAGE
15C-0300.	Discussion and Possible Action on an Application for a Class M Liquor License by Mathew Carroll for the Jail Hill Inn, 319 Meeker Street	4-8
15C-0301.	Discussion and Possible Action on an Application for a Class A Liquor License by Zachary Buche and Michele Morgan (Buche Morgan Co.), DBA Mickey's Lounge, 243 N. Main Street	9-13
15C-0302.	Discussion and Possible Action on an Application for a Manager's Liquor License by Alexis Serger for Mickey's Lounge, 243 N. Main Street	14-15

CONSENT AGENDA CA15-14

ITEM	DESCRIPTION	PAGE
15C-0303.	Approval of the Minutes of the Regular City Council Meeting of July 27, 2015	16-21
15C-0304.	Approval of Budget Amendment BA16-05 for Street Repairs	22-23
15C-0305.	Approval of a Resolution on the Review and Possible Release of Executive Session Minutes	24-30
15C-0306.	Acceptance of May and June 2015 Financial Reports	--

UNFINISHED BUSINESS

ITEM	DESCRIPTION	PAGE
15C-0283.	Report by the Galena Art and Recreation Center on the Recent Fourth of July Event at Recreation Park	--

NEW BUSINESS

ITEM	DESCRIPTION	PAGE
15C-0307.	Presentation of ISO Public Protection Classification Revised Rating for the City of Galena Fire Protection Services	31-33
15C-0308.	Discussion and Possible Action on Award of Banking Services Contract for 2015-2020.	34-58
15C-0309.	Discussion and Possible Action on Appointment of a Committee to Study the Deer Population in Galena	59
15C-0310.	Discussion and Possible Action on Request by AT&T for Modifications to Cellular Communications Lease for the Dodge Street Standpipe	60-64
15C-0311.	Discussion and Possible Action on a Request by Jo Carroll Energy for an Easement Across City Property to Install Electrical Service	65-70
15C-0312.	Discussion and Possible Action on Contract for Sealcoating	71

15C-0313.	Warrants	72-79
15C-0314.	Alderspersons' Comments	
15C-0315.	City Administrator's Report	
15C-0316.	Mayor's Report	
15C-0317.	Adjournment	

CALENDAR INFORMATION

BOARD/COMMITTEE	DATE	TIME	PLACE
Zoning Board of Appeals	Wed. August 12	6:30 P.M.	City Hall, 101 Green Street
Historic Preservation Comm.	Thurs. August 20	6:30 P.M.	City Hall, 101 Green Street
City Council	Mon. August 24	6:30 P.M.	City Hall, 101 Green Street

Posted: Thursday, August 6, 2015 at 3:30 p.m. Posted By:



To Serve and Protect

311 N. Bench Street, Galena, IL 61036

Chief of Police

Lori Huntington

(815) 777-2131

FAX (815) 777-4736

DATE: August 4, 2015

TO: Honorable Mayor Terry Renner & City Alderpersons

FROM: Lt. Bill Salzmann 

RE: Application for Corporation Liquor License –
Matthew T. Carroll (Jail Hill Inn, Inc.), DBA Jail
Hill Inn, 319 Meeker Street, 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 he has applied.

CITY OF GALENA, ILLINOIS



Liquor License Application

New Application Renewal Application

Applicant Information:

Applicant Name: Carroll Matthew T.
Last First M.I.

Address: 319 Meeker St. Galena IL 61036
City State Zip

Phone #: 815-776-9000 Email Address: Matthew@jailhillinn.com

The undersigned applicant, being duly sworn on oath, makes application for a Class (check one):

A B C D F G H I J K L M N O P

Liquor License in the City of Galena for the term beginning 10.1.15, and ending 4.30.16, and hereby certifies to the following facts:

Business/Premise Information:

Application is for: Corporation Limited Liability Corporation Individual Partnership

Corporation/Business Name: Jail Hill Inn Inc

Doing Business As: Jail Hill Inn

Name as it should appear on license: Jail Hill Inn Inc

Exact Address of Business: 319 Meeker Street
(Must match State License)

Phone #: 815-777-3000 Fax #: _____

The property is: Owned Leased Lease Expires: _____ (attach a copy of the lease)

The applicant has been in business since: 2015

The renewal applicant has applied for and been granted:

State Liquor License #: _____ Expiration Date: _____ (Attach Copy)

Illinois Sales Tax #: 4184-2278 Expiration Date: _____ (Attach Copy)

Liquor revenues are from the sale of: Beer Beer & Wine Alcoholic Liquor Wine only

For consumption: On Premises Off Premises Both

State principle type of business (Tavern, Restaurant, etc.): Small Inn (lodging)

How will employees be trained for liquor sales? 2

The general description, including approximate square footage, of the premises or place of business which is to be operated under the proposed license: _____

See Attached

(Attach a scaled drawing of the premises showing all ingress and egress locations, windows, and location of bar.)

Do you hold any other current Liquor Licenses within the City of Galena? Yes No

If so, please specify: _____

If a corporation or partnership, please list all names of Owners, Officers, Directors, Stockholders, Members and/or Partners owning more than 5%.

Name	Address	City, State, Zip	Date of Birth	Phone #
Matthew Carroll	319 Mee Run St	Galena, IL 61831	7/4/80	815-776-9000

Manager Information (manager must complete manager application):

Name: _____
Last First M.I.

Address: _____
City State Zip

Date of Birth: _____ Phone: _____ E-Mail Address: _____

The applicant, by signing this application, agrees to or answers in the affirmative to the following statements:

- a. The applicant owns said place of business or has a lease on said place of business for the period for which the license is issued. (If leased, please attach a copy of the lease.)
- b. The applicant will not allow gambling of other illegal activities on the premises.
- c. The applicant has neither been convicted of a felony nor is disqualified to receive a license by reason of any requirement contained in the Liquor Control and Liquor Licensing Ordinance for the City of Galena, Jo Daviess County, Illinois passed and approved in effect on the date of this application or by the laws of the State of Illinois, the United States of America, or any other ordinance of the City of Galena.
- d. Neither the applicant; a corporation of which the applicant is a shareholder, officer, or director; or a partnership of which the applicant belongs has had a liquor license revoked or suspended by any licensing body. If the license has either been revoked or suspended, the applicant shall explain on a separate sheet of paper the circumstances regarding dates and location of said suspension or revocation and attach it to the application as a part thereof.
- e. The applicant will not, during the term of the license, violate any of the laws of the State of Illinois, the United States of America, or any Ordinance of the City of Galena in the conduct of the place of business described above.
- f. The applicant hereby files with this application a Certificate of Insurance by a company authorized to do business in the State of Illinois. The Certificate of Insurance certifies that the applicant has in force and effect the dram shop and other insurance coverage required by the City of Galena and agrees to maintain said insurance for the duration of this licensing period.

The applicant (including the manager in the case of a corporation) states (strike through alternatives that not applicable) and agrees to the following:

- a. The applicant is a resident of the City of Galena.
- b. The applicant is a citizen of the United States. If naturalized: Time _____ Place _____
- c. With reference to a Partnership Application, all members of said Applicant Partnership are qualified to obtain a license.
- d. With reference to a Corporation Application; no officer, manager director, stock holder, or stockholders owning in the aggregate more than five (5) percent of the stock of the applicant's corporation is disqualified from obtaining a license for any reason other than citizenship and residence within the City of Galena.
- e. The applicant is of good character and reputation in the community.
- f. The applicant has never been convicted of a felony under any Federal or State law.

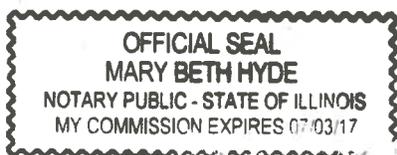
- g. The applicant has never been convicted of being a keeper or is keeping a house of ill fame.
- h. The applicant has never been convicted of pandering, other crimes, or misdemeanors opposed to decency or morality.
- i. The applicant has never had a Liquor License revoked for any cause.
- j. The applicant (or manager in the case of a corporation) has never been refused a liquor license by any liquor control authority.
- k. The applicant has never been convicted of any Federal or State law concerning manufacture, possession, or sale of alcoholic liquor; nor has the applicant ever forfeited bond to appear in court to answer charges for a violation of such Federal or State law.
- l. The applicant is eligible for a State Retail Liquor Dealer's License.
- m. The applicant is neither a Galena law enforcing public official nor does the Mayor or any member of the City Council of the City of Galena have any interest either directly or indirectly in the applicant business. The applicant notes by his/her signature below that he/she has read and understands Chapter 111 (a copy can be obtained from the City Clerk or be viewed at www.cityofgalena.org). Further, it should be noted that there must be enough employees and supervision of personnel involved with the sale of liquor to satisfy the requirements within Chapter 111 of the Galena City Code of Ordinances. Also, the applicant must recognize that the regulations of Chapter 11 that apply to the Licensee and Establishment also apply to any agents of the business involved with the sale of liquor.

Please note: This applicant must be signed in the presence of a Notary.

Printed Name of Applicant: Matthew Carroll

Matthew Carroll 8/4/15
Applicant's Signature Date

Subscribed and sworn to before me this 4th day of August, A.D. 2015.



Mary Beth Hyde
Notary's Signature Date

*First time applicants must pay a \$75.00 fee for a background check. Fingerprints must be provided by going to the Jo Daviess County Sheriff's Department to be processed. 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 Application will be placed on the next available City Council agenda for approval/denial. All fees must be paid prior to being placed on the agenda.



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

Chief of Police
Lori Huntington

(815) 777-2131
FAX (815) 777-4736

DATE: August 6, 2015

TO: Honorable Mayor Terry Renner & City Alderpersons

FROM: Chief Lori Huntington *LH*

RE: Application for Partnership Liquor License - Zachary R. Buche & Michele S. Morgan (Buche Morgan Co.), DBA Mickey's Lounge, 243 N. Main Street, Galena, IL, and Manager's License - Alexis A. Sterger.

A check of federal, state, and local criminal records reveals no information that would prohibit two out of the three persons, Zachary R. Buche & Michele S. Morgan, from holding the license for which they have applied.

The manager's applicant, Alexis A. Sterger, has submitted fingerprinting, however, the computer system at the Bureau of Identification has been down. We should receive results by Monday, August 10, 2015.

Contingent upon a clear background check from the Illinois State Police on Alexis A. Sterger, the manager application will be approved.

The applicant, by signing this application, agrees to or answers in the affirmative to the following statements:

- a. The applicant owns said place of business or has a lease on said place of business for the period for which the license is issued. (If leased, please attach a copy of the lease.)
- b. The applicant will not allow gambling of other illegal activities on the premises.
- c. The applicant has neither been convicted of a felony nor is disqualified to receive a license by reason of any requirement contained in the Liquor Control and Liquor Licensing Ordinance for the City of Galena, Jo Daviess County, Illinois passed and approved in effect on the date of this application or by the laws of the State of Illinois, the United States of America, or any other ordinance of the City of Galena.
- d. Neither the applicant; a corporation of which the applicant is a shareholder, officer, or director; or a partnership of which the applicant belongs has had a liquor license revoked or suspended by any licensing body. If the license has either been revoked or suspended, the applicant shall explain on a separate sheet of paper the circumstances regarding dates and location of said suspension or revocation and attach it to the application as a part thereof.
- e. The applicant will not, during the term of the license, violate any of the laws of the State of Illinois, the United States of America, or any Ordinance of the City of Galena in the conduct of the place of business described above.
- f. The applicant hereby files with this application a Certificate of Insurance by a company authorized to do business in the State of Illinois. The Certificate of Insurance certifies that the applicant has in force and effect the dram shop and other insurance coverage required by the City of Galena and agrees to maintain said insurance for the duration of this licensing period.

The applicant (including the manager in the case of a corporation) states (strike through alternatives that not applicable) and agrees to the following:

- a. The applicant is a resident of the City of Galena.
- b. The applicant is a citizen of the United States. If naturalized: Time _____ Place _____
- c. With reference to a Partnership Application, all members of said Applicant Partnership are qualified to obtain a license.
- d. With reference to a Corporation Application; no officer, manager director, stock holder, or stockholders owning in the aggregate more than five (5) percent of the stock of the applicant's corporation is disqualified from obtaining a license for any reason other than citizenship and residence within the City of Galena.
- e. The applicant is of good character and reputation in the community.
- f. The applicant has never been convicted of a felony under any Federal or State law.

- g. The applicant has never been convicted of being a keeper or is keeping a house of ill fame.
- h. The applicant has never been convicted of pandering, other crimes, or misdemeanors opposed to decency or morality.
- i. The applicant has never had a Liquor License revoked for any cause.
- j. The applicant (or manager in the case of a corporation) has never been refused a liquor license by any liquor control authority.
- k. The applicant has never been convicted of any Federal or State law concerning manufacture, possession, or sale of alcoholic liquor; nor has the applicant ever forfeited bond to appear in court to answer charges for a violation of such Federal or State law.
- l. The applicant is eligible for a State Retail Liquor Dealer's License.
- m. The applicant is neither a Galena law enforcing public official nor does the Mayor or any member of the City Council of the City of Galena have any interest either directly or indirectly in the applicant business. The applicant notes by his/her signature below that he/she has read and understands Chapter 111 (a copy can be obtained from the City Clerk or be viewed at www.cityofgalena.org). Further, it should be noted that there must be enough employees and supervision of personnel involved with the sale of liquor to satisfy the requirements within Chapter 111 of the Galena City Code of Ordinances. Also, the applicant must recognize that the regulations of Chapter 11 that apply to the Licensee and Establishment also apply to any agents of the business involved with the sale of liquor.

Please note: This applicant must be signed in the presence of a Notary.

Printed Name of Applicant: Zachary S. Buche and Michele S. Morgan

ZS B Michele Morgan 8-1-15
 Applicant's Signature Date

Subscribed and sworn to before me this 1 day of August, A.D. 2015.



Shadia Couri 8-1-15
 Notary's Signature Date

*First time applicants must pay a \$75.00 fee for a background check. Fingerprints must be provided by going to the Jo Daviess County Sheriff's Department to be processed. 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 Application will be placed on the next available City Council agenda for approval/denial. All fees must be paid prior to being placed on the agenda.

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 or 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 (2) 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: Alexis Stenger Date of Birth: 01-20-1991
Address: 317 Hill St. Apt. 2 Galena IL 61036
City State Zip
Driver License #: S362-0019-1620

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

- 317 Hill St. Apt. Galena, IL 61036
- 411 1/2 Franklin St. Galena, IL 61036
- 6899 N. High Ridge Rd. Galena, IL 61036

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

- N/A
-
-

Class of liquor license you will be managing:

Location of premises you will be managing: 243 N. Main St. Galena, IL 61036

Name of Establishment (as it appears on the liquor license):

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

Alexis Sterger
Alexis Sterger 7/28/15
Applicant's Signature Date

Mary Beth Hyde 8.3.15 7.3.17
Notary's Signature Date Commission Expiration



MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 27 JULY 2015

15C-0271 – 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 27 July 2015.

15C-0272 – ROLL CALL

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

15C-0273 – ESTABLISHMENT OF QUORUM

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

15C-0274 – PLEDGE OF ALLEGIANCE

The Pledge was recited.

15C-0275 - REPORTS OF STANDING COMMITTEE

No reports.

15C-0276 – PUBLIC COMMENTS

Rick Pariser 113 S. High Street – Pariser stated last week he spent two days sitting on the street watching the Public Works Department fill potholes. He wished to express his appreciation. Those guys do a really good job. Everybody was working to get this done. A lot of people pay notice how this affects home sites. Unfortunately these aren't permanent repairs. The streets are horrible. He urged the City Council to put this as a priority. The streets are deteriorating faster than we can repair them. Pariser thanked the Public Works Department for doing a tremendous job.

LIQUOR COMMISSION

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

Discussion: None.

Roll Call: AYES: Fach, Hahn, Kieffer, Lincoln, Westemeier, Bernstein, Renner
NAYS: None

The motion carried.

15C-0277 – DISCUSSION AND POSSIBLE ACTION ON A CLASS D LIQUOR LICENSE APPLICATION BY BETSY R. ACHETT, DBA GALENA PRIME HOTELS, INC., FOR THE RAMADA, 11383 US ROUTE 20 WEST

Motion: Hahn moved, seconded by Westemeier, to approve a Class D Liquor License application by Betsy R. Achett, DBA Galena Prime Hotels, Inc., for the Ramada, 11383 US Route 20 West contingent upon the last background check coming back clear.

Discussion: None.

Roll Call: AYES: Hahn, Kieffer, Lincoln, Westemeier, Bernstein, Fach, Renner
NAYS: None

The motion carried.

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

Discussion: None.

Roll Call: AYES: Lincoln, Westemeier, Bernstein, Fach, Hahn, Kieffer, Renner
NAYS: None

The motion carried.

CONSENT AGENDA CA15-13

15C-0278 – APPROVAL OF MINUTES OF REGULAR CITY COUNCIL MEETING OF JULY 13, 2015

15C-0279 – APPROVAL OF TRICK-OR-TREAT HOURS OF 5:30 TO 7:30 P.M. ON FRIDAY, OCTOBER 30, 2015

15C-0280 – APPROVAL OF A RESOLUTION FOR THE MAINTENANCE OF STREETS AND HIGHWAYS FOR THE CITY OF GALENA UNDER THE ILLINOIS HIGHWAY CODE (MFT RESOLUTION)

15C-0281 – APPROVAL OF REQUEST BY POLICE OFFICER DEVIN HALSTEAD FOR SECONDARY EMPLOYMENT AT THE JO DAVIESS COUNTY SHERIFF'S OFFICE AND GALENA TERRITORY ASSOCIATION

Motion: Kieffer moved, seconded by Lincoln, to approve Consent Agenda CA15-13 as presented.

Discussion: Chief Huntington has approved the request by Devin Halstead for secondary employment.

Roll Call: AYES: Westemeier, Bernstein, Fach, Hahn, Kieffer, Lincoln, Renner
NAYS: None

The motion carried.

UNFINISHED BUSINESS

15C-0281 – DISCUSSION AND POSSIBLE ACTION ON A CONTRACT FOR GRINDING CONCRETE PAVEMENT ON PARK AVENUE BETWEEN BOUTHILLIER STREET AND LAFAYETTE STREET

Motion: Fach moved, seconded by Westemeier, to accept the proposal from Fischer Excavating for the City to keep \$6,500 and return the remaining \$3,845 to them in lieu of diamond grinding the street surface.

Discussion: Westemeier feels the street has been like this for a long time and residents have gotten used to it. He feels the money can be better used on Kelly Lane and/or Powder Hill Road. Bernstein agreed.

Lincoln disagreed stating the City has an obligation to complete this project. By doing this, Lincoln feels the City would not be completing the project.

Roll Call: AYES: Bernstein, Fach, Hahn, Kieffer, Westemeier
NAYS: Lincoln

The motion carried.

NEW BUSINESS

15C-0282 – QUARTERLY REPORT BY VISITGALENA.ORG

Chris Hamilton gave a quarterly report for VisitGalena.

- Year to date we are up 37 percent on lodging tax collections. Average occupancy is at 38.8 percent.
- Number counts on walk-ins to the Welcome Center, if it continues, will double the amount of business the center is doing.
- They have gone thru a transformation of being a strong service provider.
- Social Media continues to explode. As reported last year they went from Facebook posts of 600-2000 to 50,000 to 60,000. They have been hitting bigger numbers with that. It gives marketing a greater reach.
- As it appears now, they will have a record breaking year in most, if not all, categories.
- They will be transforming the former parking kiosk into an outdoor information center. They are awaiting bids and will get the work started. It is their hopes to have it done by October.
- They have altered processes to save money. They have made staffing changes and opened a gift shop at the welcome center. The profits from the gift shop will offset the costs of promotional materials.
- Hamilton is working with Pam Bernstein and Janelle Keeffer to promote a green stamp program for our tourism related businesses. They will market Galena as a green destination. They are working on creating a program where tourism businesses can earn green stamp approval.
- They are working on some other development projects. They had a meeting talking about transforming the Farmers Market into a bigger market place. They are in the process of getting plans in place so they are ready to launch next spring.
- They have extended their area of marketing to get people to come here, not just for getaways but for even longer as a vacation destination.
- The travel guide distribution has drastically increased. Marketing has generated far more requests.
- The Market Director for VisitGalena will be leaving at the end of August. She will become a school teacher. They are in the process of searching for a replacement.

15C-0283– REPORT BY GALENA ART AND RECREATION CENTER ON THE RECENT FOURTH OF JULY EVENT AT RECREATION PARK

Motion: Lincoln moved, seconded by Hahn, to defer item 15C-0283 to the next meeting.

15C-0284 – DISCUSSION AND POSSIBLE ACTION ON 2015 HALLOWEEN PARADE PROPOSAL BY THE GALENA AREA CHAMBER OF COMMERCE

Motion: Hahn moved, seconded by Kieffer, to approve the 2015 Halloween Parade Proposal by the Galena Area Chamber of Commerce, 15C-0284.

Discussion: Everything looks similar except they will be running the parade the opposite direction down Main Street. The Committee hopes this will alleviate some of the congestion on Main Street by opening up three more blocks of parade route. Traffic will be shut down for the downtown area at 5:30 p.m.

Moran advised the budget includes \$5,000 for the purchase of parade barricades; however, this purchase has been put on hold pending the state budget. He advised they are looking for more volunteers.

Moran advised all participants are given a rules sheet with regard to the throwing of candy. Candy must be handed out.

Traffic control will be provided at the intersection of Highway 20 to control any traffic congestion.

Roll Call: AYES: Hahn, Kieffer, Lincoln, Westemeier, Bernstein, Fach, Renner
NAYS: None

The motion carried.

15C-0285 – DISCUSSION AND POSSIBLE ACTION ON STREET RESURFACING CONTRACT

The following bid was received:

Civil Constructors \$79,644.65

Motion: Fach moved, seconded by Kieffer, to accept the bid by Civil Constructors for the street resurfacing contract.

Discussion: None.

Roll Call: AYES: Kieffer, Lincoln, Westemeier, Bernstein, Fach, Hahn, Renner
NAYS: None

The motion carried.

15C-0286 – DISCUSSION AND POSSIBLE ACTION ON CEMETERY PARK LIGHTING PLAN

Motion: Bernstein moved, seconded by Fach, to accept the proposal for the Cemetery Park Lighting Plan.

Discussion: None.

Roll Call: AYES: Lincoln, Westemeier, Bernstein, Fach, Hahn, Kieffer, Renner
NAYS: None

The motion carried.

15C-0287 – DISCUSSION AND POSSIBLE ACTION ON BUDGET AMENDMENT BA16-04 FOR THE POLICE DEPARTMENT RENOVATION PROJECT

Motion: Hahn moved, seconded by Kieffer, to approve Budget Amendment BA16-04 for the Police Department Renovation Project.

Discussion: Moran advised almost all of the invoices are in. The final invoice for Montgomery Timmerman is included in the Warrants.

Roll Call: AYES: Westemeier, Bernstein, Fach, Hahn, Kieffer, Lincoln, Renner
NAYS: None

The motion carried.

15C-0265 – WARRANTS

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

Discussion: Bernstein questioned what the payment to Community Funding and Planning was for. She was advised it was for the administration of the Third and Rives Street grant.

Bernstein questioned what the payment to Westphal and Company was for. She was advised it was for doors for the Police Department.

Roll Call: AYES: Bernstein, Fach, Hahn, Kieffer, Lincoln, Westemeier, Renner
NAYS: None

The motion carried.

15C-0289 – ALDERPERSONS' COMMENTS

Safe Rooms – Fach thanked Jonathan Miller for doing research on safe rooms. He found it very interesting. The City should have something in place for large establishments for 50 or more people.

Sidewalks – Fach thanked the city crew for grinding the sidewalks on Spring Street. They were swift, efficient and cleaned up the mess.

Thank you – Fach thanked the Water Department for repairing the turn off valves on Spring Street.

Thank you – Westemeier thanked Rick Pariser for mentioning the city crew and the good job that they do. He agrees with the comments made about the streets. They are bad. He hopes the City can come up with some money to get them done soon.

Thank you – Bernstein commended Chris Hamilton on doing a great job and it is her hopes that he will stick around for a while.

15C-0290 – CITY ADMINISTRATOR'S REPORT

Audit – All field work has been completed. We should have a report in the next couple of weeks.

Bike Trail – The repairs on the Bike Trail are coming along nicely. The culvert has largely been reinstalled. It is hopeful that the trail will be opened by the end of August. The trail will have a whole new surface.

BSNF Claim – Moran reported he has not received a response from BSNF for the recent claim submitted.

15C-0291 – MAYOR'S REPORT

Mayor Renner congratulated Chris Hamilton on his first year and echoed the sentiments on the streets.

15C-0292– MOTION FOR EXECUTIVE SESSION

Motion: Lincoln moved, seconded by Westemeier, to recess to Executive Session to discuss the following:

- Sale or lease of public property, Section 2 (c) (6)
- Review of Executive Session Minutes, Section 2 (c) (21)

Discussion: None.

Roll Call: AYES: Fach, Hahn, Kieffer, Lincoln, Westemeier, Bernstein, Renner
NAYS: None

The motion carried.

The meeting recessed at 7:05 p.m.

The meeting reconvened at 7:11 p.m.

15C-0293 - ADJOURNMENT

Motion: Kieffer moved, seconded by Lincoln to adjourn.

Discussion: None.

Roll Call: AYES: Lincoln, Westemeier, Bernstein, Fach, Hahn, Kieffer, Renner
NAYS: None

The motion carried.

The meeting adjourned at 7:11 p.m.

Respectfully submitted,



Mary Beth Hyde
City Clerk



City of Galena, Illinois

Budget Amendment No. 16-05

Fiscal Year 2015-16

Line Item Title	Line Item No.	Beginning Balance	Increase	Decrease	Ending Balance
Curb and Gutter	41.61.860.08	\$ 7,500	\$ 6,500		\$ 14,000
Bouthillier Street Lift Station	52.43.850.09	\$ 118,645		\$ 3,845	\$ 114,800
Park Avenue Project	52.43.850.12	\$ -	\$ 3,845		\$ 3,845

Justification:

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

1. At the July 27 city council meeting, the decision was made to pay Fischer Excavating \$3,845 of the \$10,345 outstanding from the Park Avenue reconstruction project. The council suggested the remaining \$6,500 be applied to the budget for street repairs. The proposed amendment would add \$3,845 to the Sewer Department expense budget to facilitate the final payment to Fischer. This amount would be offset in full by reducing the expense budget for the Bouthillier Street lift station project. The lift station project will not likely be completed this fiscal year. The proposed amendment would also add \$6,500 from the Capital Projects Fund reserves to the budget for curb and gutter replacement. Curb and gutter expenses for the Kelly Lane project this summer are expected to exceed the current budget of \$7,500.

Effect of Budget Amendment on Budget:

Fund	Approved Budget	Budget After Previous Amendments	Budget After Proposed Amendment
General Fund Revenues	\$ 3,568,985	\$ 3,629,985	\$ 3,629,985
General Fund Expenses	\$ 3,550,035	\$ 3,684,930	\$ 3,684,930
General Fund Total	\$ 18,950	\$ (54,945)	\$ (54,945)
Other Fund Revenues	\$ 6,519,670	\$ 6,856,970	\$ 6,856,970
Other Fund Expenses	\$ 6,532,985	\$ 6,850,885	\$ 6,857,385
Other Fund Total	\$ (13,315)	\$ 6,085	\$ (415)
Total Budget Surplus/(Deficit)	\$ 5,635	\$ (48,860)	\$ (55,360)

Approved by City Council on _____

Mark Moran
Budget Officer



City of Galena, Illinois

Summary of Budget Amendments Fiscal Year 2015-2016

Date	Line Item Title	Line Item No.	Beginning Balance	Increase	Decrease	Ending Balance	Amendment Number	Reference Number ¹
5-11-15	Train Derailment Claim	01.389.6	\$ -	\$ 12,100		\$ 12,100	BA16-01	557
5-11-15	Train Derailment Claim	22.389.2	\$ -	\$ 322,800		\$ 322,800	BA16-01	558
5-11-15	Train Derailment Claim	01.13.929.03	\$ -	\$ -		\$ -	BA16-01	
5-11-15	Train Derailment Claim	22.22.929.01	\$ -	\$ 313,500		\$ 313,500	BA16-01	559
5-11-15	Salaries and Wages	01.21.411.00	\$ 573,200		\$ 7,170	\$ 566,030	BA16-01	562
5-11-15	Salaries and Wages	01.46.411.00	\$ 67,850		\$ 5,130	\$ 62,720	BA16-01	560
5-11-15	Diagonal Street Repair	01.41.890.05	\$ -	\$ 25,250		\$ 25,250	BA16-01	561
5-26-15	Miscellaneous Parks	17.389.0	\$ 10,000	\$ 5,000		\$ 15,000	BA16-02	1105
5-26-15	Park Improvements	17.52.820.06	\$ 8,000	\$ 5,000		\$ 13,000	BA16-02	1106
7-13-15	Misc. Grant Expenditures Police	01.21.830.04	\$ -	\$ 3,845		\$ 3,845	BA16-03	1096
7-13-15	Misc. Grant Revenue	01.349.0	\$ 1,000	\$ 15,400		\$ 16,400	BA16-03	1097
7-13-15	Part-Time Employee Public Works	01.41.422.00	\$ 6,000	\$ 9,500		\$ 9,500	BA16-03	1098
7-13-15	LED Street Lighting	01.41.614.06	\$ 19,000	\$ 16,000		\$ 35,000	BA16-03	1099
7-13-15	MFT Street Lighting Expense	15.41.572.00	\$ 68,800		\$ 10,100	\$ 10,100	BA16-03	1100
7-13-15	Bouthillier Street Lift Station	52.43.850.09	\$ 125,000		\$ 6,355	\$ 118,645	BA16-03	1101
7-13-15	Sewer Equipment Replacement Fund	52.43.851.00	\$ -	\$ 6,355		\$ 6,355	BA16-03	1102
7-13-15	Turner Hall Grant Revenue	58.349.0	\$ 10,750	\$ 14,500		\$ 25,250	BA16-03	1103
7-13-15	Professional Services	58.54.532.00	\$ -	\$ 14,500		\$ 14,500	BA16-03	1104
7-27-15	City Hall/Police Relocation	01.13.820.00	\$ -	\$ 92,600		\$ 92,600	BA16-04	
7-27-15	Food and Beverage Tax	01.319.0	\$ 228,000	\$ 26,000		\$ 254,000	BA16-04	
7-27-15	Contractor Licenses	01.323.0	\$ 12,000	\$ 6,500		\$ 18,500	BA16-04	
7-27-15	Video Gaming Revenue	01.349.9	\$ 30,000	\$ 1,000		\$ 31,000	BA16-04	
8-10-15	Curb and Gutter	41.61.860.08	\$ 7,500	\$ 6,500		\$ 14,000	BA16-05	
8-10-15	Bouthillier Street Lift Station	52.43.850.09	\$ 118,645		\$ 3,845	\$ 114,800	BA16-05	
8-10-15	Park Avenue Project	52.43.850.12	\$ -	\$ 3,845		\$ 3,845	BA16-05	

Notes:

1 Reference Number confirms that the budget amendment has been updated to the General Ledger.

CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mary Beth Hyde, City Clerk

DATE: August 4, 2015

RE: Review of Executive Session Minutes

As I am sure you are all aware, municipalities are required to meet at least twice per year to review minutes of all closed sessions. I have attached a list of all closed session minutes. I have also included a list under Schedule "C" which lists all recordings of Executive Sessions which no longer need to be maintained.

Please advise if you would like to have any of these minutes opened for public inspection.

RESOLUTION No. R.15.06

WHEREAS, the Mayor and City Council of the City of Galena have met from time to time in executive session for purposes authorized by the Illinois Open Meetings Act; and,

WHEREAS, as required by the Act, the City Clerk has kept written minutes of all such executive sessions; and,

WHEREAS, pursuant to the requirements of the Public Act (Ch. 5, Act 120, sec. 1-6), the Mayor and Council have met in closed session to review all closed session minutes; and,

WHEREAS, they have determined that a need for confidentiality still exists as to the executive session minutes from the meetings set forth in Schedule "A" attached hereto; and,

WHEREAS, they have further determined that the minutes of the meetings listed on Schedule "B" attached hereto no longer require confidential treatment and should be made available for public inspection;

WHEREAS, they have further determined that the tapes of the meetings listed on Schedule "C" attached hereto are no longer required to be maintained.

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

SECTION I: The Executive Session Minutes from these meetings set forth on Schedule "B" attached hereto are hereby released.

SECTION II: The City Clerk is hereby authorized and directed to make said minutes available for inspection and copying in accordance with the standing procedures of the Clerk's office.

SECTION III: This resolution shall be in full force and effect from and after its passage.

Passed and approved this 10th day of August 2015 by the Galena City Council.

<u>AYES:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAIN:</u>
Bernstein, Fach, Hahn, Kieffer, Lincoln, Westemeier, Renner	None	None	None

Terry Renner, Mayor

ATTEST:

Mary Beth Hyde, City Clerk

Schedule A

Minutes which the City Council have determined can not be released:

All per attached list labeled
Executive Session Minutes
08.04.15

Schedule B

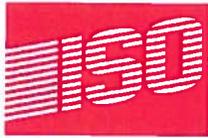
Minutes which the City Council have determined can be released:

None

Schedule C

Tapes which the City Council have determined can be destroyed:

January 14, 2013
January 28, 2013
February 25, 2013
March 11, 2013
May 28, 2013
June 10, 2013
August 12, 2013
September 9, 2013
September 23, 2013
December 9, 2013



August 31, 2015

Mr. Mark Moran, Manager
Galena
101 Green St
Galena, Illinois, 61036

RE: Galena, Jodaviess County, Illinois
Public Protection Classification: 03/3Y
Effective Date: December 01, 2015

Dear Mr. Mark Moran,

We wish to thank you Mr. Andrew Lewis and Chief Randall Beadle for your cooperation during our recent Public Protection Classification (PPC) survey. ISO has completed its analysis of the structural fire suppression delivery system provided in your community. The resulting classification is indicated above.

If you would like to know more about your community's PPC classification, or if you would like to learn about the potential effect of proposed changes to your fire suppression delivery system, please call us at the phone number listed below.

ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers – including the largest ones – use PPC information as part of their decision-making when deciding what business to write, coverage's to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information on public fire protection may depend on several things – the company's fire-loss experience, ratemaking methodology, underwriting guidelines, and its marketing strategy.

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new classifications will improve the predictive value for insurers while benefiting both commercial and residential property owners. We've published the new classifications as "X" and "Y" – formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently graded as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9."
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B."
- Communities graded with single "9" or "8B" classifications will remain intact.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark, and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO appreciates the high level of cooperation extended by local officials during the entire PPC survey process. The community protection baseline information gathered by ISO is an essential foundation upon which determination of the relative level of fire protection is made using the Fire Suppression Rating Schedule.

The classification is a direct result of the information gathered, and is dependent on the resource levels devoted to fire protection in existence at the time of survey. Material changes in those resources that occur after the survey is completed may affect the classification. Although ISO maintains a pro-active process to keep baseline information as current as possible, in the event of changes please call us at 1-800-444-4554, option 2 to expedite the update activity.

ISO is the leading supplier of data and analytics for the property/casualty insurance industry. Most insurers use PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. The PPC program is not intended to analyze all aspects of a comprehensive structural fire suppression delivery system program. It is not for purposes of determining compliance with any state or local law, nor is it for making loss prevention or life safety recommendations.

If you have any questions about your classification, please let us know.

Sincerely,

Dominic Santanna

Dominic Santanna

Manager -National Processing Center

cc: Mr. David Oldenberg, Board Chairman, Galena
Mr. Andrew Lewis, Water Superintendent, Galena Water Department
Mr. Michael Moser, Supervisor, Jo Daviess County Sheriffs Office
Chief Randall Beadle, Chief, Galena Fire Department

How the PPC™ Program Works

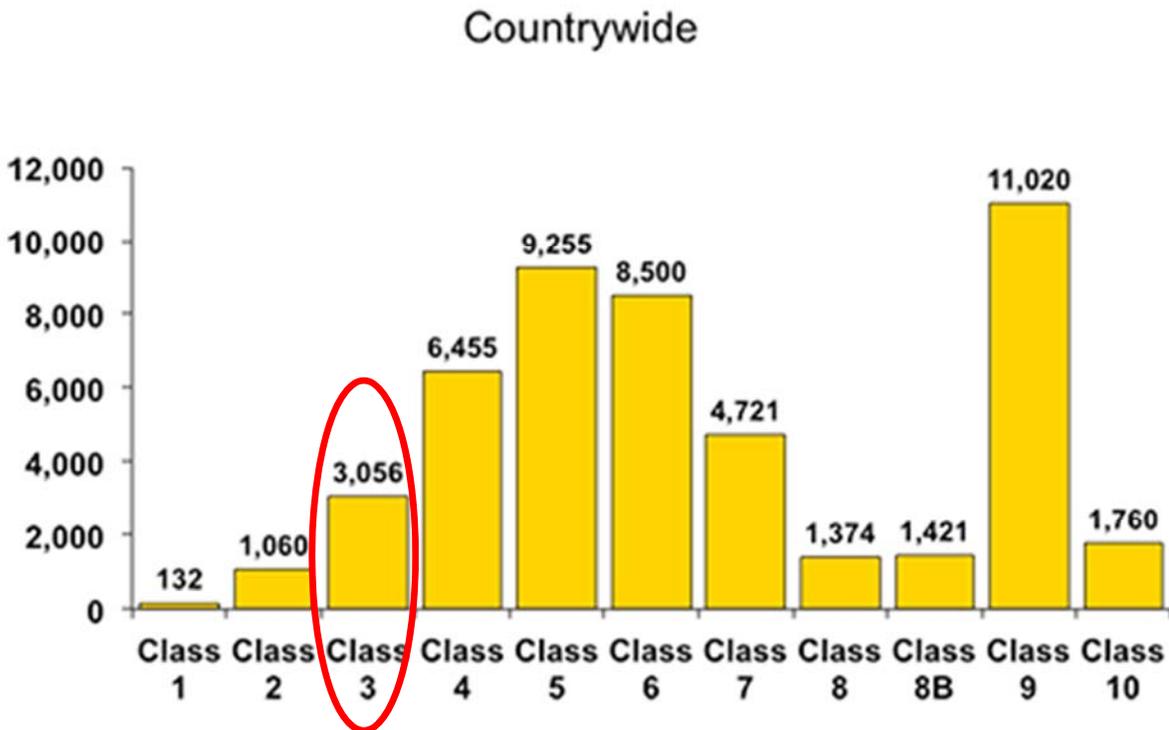
The Public Protection Classification (PPC™) program provides important, up-to-date information about municipal fire protection services in each community we survey. ISO's expert staff collects information about the quality of public fire protection in more than 47,500 fire protection areas across the United States. In each of those protection areas, ISO analyzes the relevant data and assigns a Public Protection Classification — a grading from 1 to 10. Class 1 generally represents superior property fire protection, and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.

Most U.S. insurers of home and business properties use ISO's PPC in calculating premiums. In general, the price of insurance in a community with a good PPC is lower than in a community with a poor PPC, assuming all other factors are equal.

A community's PPC depends on:

- emergency communications systems, including facilities for the public to report fires, staffing, training, certification of telecommunicators, and facilities for dispatching fire departments
- the fire department, including equipment, staffing, training, and geographic deployment of fire companies
- the water supply system, including the inspection and flow testing of hydrants and a careful evaluation of the amount of available water compared with the amount needed to suppress fires
- community efforts to reduce the risk of fire, including fire prevention codes and enforcement, public fire safety education, and fire investigation programs

Table 1. Distribution of Communities by Public Protection Classification Class



CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: August 3, 2015

RE: Banking Services Contract

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

Chapter 34 of the Galena Code of Ordinances requires that we competitively bid our banking services every five years and select the most qualified local institution to provide the services. For the past five years, First Community Bank has provided our banking services. In accordance with the code, Finance Director, Cindy Pepple, and I developed the attached Request for Proposals (RFP) and distributed the document to our local banks. I am writing to present the results of the process.

Request for Proposals Methodology

Requests for proposals were distributed to First Community Bank of Galena, Illinois Bank and Trust Galena Banking Center, and US Bank of Galena on July 1 with a return deadline of July 31. All three institutions delivered their proposals on time and in the format set forth in the RFP.

The RFP requested comprehensive information, including: the account personnel and their experience, the scope of services to be provided, references, rate of return, and cost of services. To assist the banks with developing their proposals, we provided a detailed estimate of the number and type of transactions we expect to undertake on a monthly basis. The transactions include wire transfers, ACH transactions, deposits, automated check processing, stop payments and other services. Each bank submitted a list of all of their applicable fees.

Financial Background Information

Upon review of the three proposals, all three banks appear to be in sound financial condition. The largest and most capitalized of the three is US Bank, as they are a nationwide banking institution. The next largest is Illinois Bank and Trust. They are a member of Heartland Financial USA, Inc. First Community Bank of Galena is the smallest of the three, but is well capitalized with more than \$280 million in assets and six branches throughout Jo Daviess County. All three banks are qualified to meet the standards for the safekeeping of our public funds set forth in the City of Galena Investment Policy.

All three banks submitted contact information for the key individuals that would be servicing our accounts. They also submitted references for other businesses and governmental entities that use their services.

Results

I have prepared the attached, Annual Cost Proposal Comparison to assist you with differentiating and evaluating the proposals. The comparison lists the estimated annual cost arising from the fees for services as well as the rate of return for invested funds.

The comparison clearly reveals that First Community Bank would offer the services we need at the lowest cost *and* the highest rate of return on our investments. First Community Bank proposes *no fees* during the first year of the contract. The bank would review the fees annually thereafter and would commit to no increase unless the cost to the bank for the specific services increases. Based on the expected services and volume of business, Illinois Bank and Trust and US Bank estimate \$2,041 and \$2,508 in annual fees, respectively.

First Community Bank guarantees that we would earn a 1.25% rate of interest on all funds through October 2016. After October 2016, our interest rate would never drop below 1.0% and would always be priced within .50% or higher of the 2-Year Treasury Bond rate. This would allow us to anticipate future earnings for budgeting purposes.

First Community waived the majority of the normal fees for banking services in an attempt to keep our business. They would be able to provide all of the services we currently utilize, including online account management and automated check scanning. They have provided, as requested, the contact information and background information for all of the employees that would be servicing our accounts and are clearly knowledgeable professionals with many years of experience in the banking industry. They have also provided the required references. Finally, First Community Bank has provided excellent service to us over the past five years.

While each of the banks are very qualified to provide the services needed, it is my recommendation that the city council approve the selection of First Community Bank for our banking services effective August 17. In accordance with past practice and city code, the relationship would have a duration of five years provided the satisfactory rendering of services. At the completion of the five year period, I recommend bidding the services again.

Copies of the proposals for each bank are available for inspection upon request.

CITY OF GALENA BANKING SERVICES
ANNUAL COST PROPOSAL COMPARISON

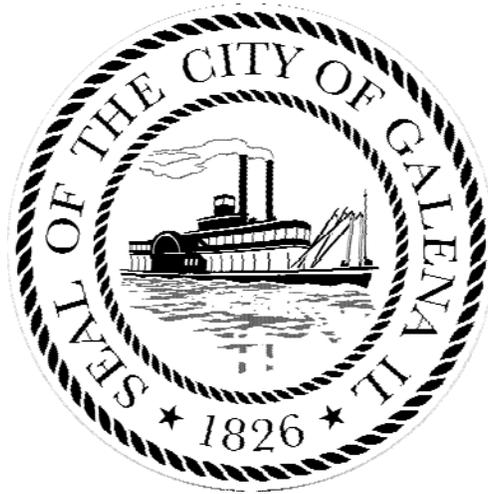
	First Community	Illinois Bank and Trust	US Bank
RFP Specific Fees			
Monthly Service Charges	\$0	NA	\$420
Charges for Minimum Balance	\$0	NA	\$0
File Transmission Cost	\$0	NA	\$156
Collateralization Cost	\$0	NA	\$0
ACH Transactions (Direct Deposit Items)	\$0	NA	\$80
Deposits	\$0	NA	\$26
Incoming/Outgoing Wires	\$0	NA	\$60
Return Items--ACH	\$0	\$5 (per item)	\$0
Optical Document Storage	\$0	NA	\$180
Online Account Management	\$0	NA	\$360
Digital Deposit/Remote Capture	\$0	NA	NA
Credit Card Transactions	3.00%-3.25%	NA	NA
IL Bank and Trust Specific Fees (See Proposal)			
Other		\$2,041	
US Bank Specific Fees (See Page 23)			
Other			\$1,225
TOTAL ANNUAL COST	\$0	\$2,041	\$2,508
Investment Interest Rates and Related Fees			
Rate on Combined Checking	1.25% ¹	0.01%	0.02%
Rate on MFT Checking	1.25% ¹	0.01%	0.01%

Notes:

¹ First Community Bank rates guaranteed until October 1, 2016. Floor on entire five year contract of 1.00%. Rate also guaranteed to be .50% higher than 2-year Tresaury Bond.

REQUEST FOR PROPOSALS

BANKING SERVICES



CITY OF GALENA, ILLINOIS

ISSUE DATE: JULY 1, 2015

DUE DATE: 10:00 A.M. CST, JULY 31, 2015

***PROPOSALS RECEIVED AFTER THE DUE DATE WILL BE RETURNED UNOPENED**

**CITY OF GALENA
REQUEST FOR PROPOSAL
BANKING SERVICES**

I. INTRODUCTION

A. Introduction and Mandatory Requirements

The City of Galena ("the City") is requesting proposals to assure that the City is receiving the optimum level of banking services at a competitive price. The City invites commercial banking institutions with home offices or branch facilities within the corporate limits of Galena, Illinois, who possess the capability and expertise to provide depository services for the City in accordance with the City of Galena Investment Policy (Exhibit A), to submit proposals for the provision of those services according to the requirements set forth in this document. The City's expectation upon completion of the Request for Proposal (RFP) process is to enter into a 5-year contract, with the option for the City to renew for another 3-year period. The depository bank will be selected on the basis of high quality products and services and maximizing earnings.

Proposals should demonstrate the proposer or bank's cost effective and innovative approach to today's banking needs as well as the rapidly changing demands of the future.

In accordance with the City of Galena Investment Policy the City will only invest funds in a financial institution that is a member of the F.D.I.C. system. Furthermore, the City will only maintain funds in a financial institution that is willing or capable of posting required 110% collateral for funds in excess of the F.D.I.C. insurable limits.

B. Account Description

The City's full time employee payroll exceeded \$1,609,000 for 2014, of which \$896,000 was paid through direct deposit and \$713,000 was paid through checks. Currently, approximately 60% of full time employees use direct deposit. In 2014, the City issued approximately 746 payroll checks and direct deposited another 686 checks for full time and part time employees combined. Payroll is prepared bi-weekly. Checks are generated bi-weekly for accounts payable, with approximately 1,690 checks totaling \$5,156,985 generated in 2014. Daily deposits are made into the current commingled general account at a bank office located in Galena.

The City of Galena participates in the Illinois State Treasurer's Investment Pool known as The Illinois Funds or IPTIP. The Illinois Funds provides a means of investing short-term funds. The pool was created for the sole participation and benefit of Illinois

governmental organizations as an addition to their ongoing local banking relationships.

With the investment pool, no minimum deposit or withdrawal levels exist, and notification prior to 3:00 p.m. for same day transactions is required. As a member of the Illinois Funds, the City receives daily availability of funds, monthly statements and monthly distribution of interest or reinvestment of interest. Interest income is computed and reinvested daily for the daily compounding of principal and interest. All investments in the pool are fully collateralized tie deposits, full-faith and credit securities of the federal government and repurchase agreements secured by securities of the federal government. Securities backing these investments are held by a third party custodian bank.

The City of Galena share of taxes collected by the State of Illinois is automatically deposited into the City’s Illinois Funds account by the State of Illinois providing access to those funds on the same day that they are disbursed by the Illinois Department of Revenue. These taxes include but are not limited to Sales Tax, Non Home Rule Sales Tax, Illinois Income Tax, Telecommunications Tax, Personal Property Replacement Tax, Motor Fuel Tax and Local Use Tax.

The City currently retains seven accounts, categorized as follows:

Account Name	Balance May 31, 2015
Combined Checking	\$ 912,431.20
Motor Fuel Tax	\$ 48,679.54
Petty Cash	\$ 105.00
Economic Development RLF	\$ 139,042.48
Community Development RLF	\$ 3,347.38
Insurance Fund	\$ 6,697.35
Cable Deposit	\$ 7,322.94

C. Term of Contract

Proposals for a five year agreement are being sought. Upon selection of the bank/vendor, the City and the bank/vendor will enter into a contract for a period of five years beginning approximately September 1, 2015 and ending on August 31, 2020, with an option for an additional three year period. All costs will remain fixed for the term of the initial contract period, but may be renegotiated for the optional three year extension.

D. Award of Contract

The City will award the contract in the manner which will obtain the highest quality services at the most competitive price, and the highest level of liquidity necessary to fund the day to day operations of the City. The City of Galena reserves the right to reject any and all proposals. Proposals will be evaluated using the following criteria:

1. Interest rate on investments.
2. Access to funds as needed to meet the financial obligations of the City of Galena.
3. Cost of providing investment services.
4. Ability to meet the collateral requirements as set forth by the State of Illinois regarding the investment of public funds.
5. Proven capabilities and references.
6. Financial strength of the institution.
7. Completeness of the proposal with respect to the submission of requested information and documentation which will include, but is not limited to, the identification of key staff that will be assigned to the City account, the submission of audited financial statements and FDIC call reports, references and the required proposal cost form.

The City reserves the right to request additional technical and pricing information during the evaluation period.

E. Costs Incurred in Responding

All costs directly or indirectly related to the preparation of a response to the Request for Proposal, any oral presentations required to supplement and/or clarify a proposal, and or reasonable demonstrations which may be required by the City shall be the sole responsibility of each bank.

F. Public Records

The documents submitted in response to this request for proposals become a public record upon submission to the City, subject to mandatory disclosure upon request by any person, unless the documents are exempted from public disclosure by a specific provision of the law. The City assumes no contractual obligation to enforce any exemption.

G. RFP Coordinator

Upon release of this RFP, all communications concerning this proposal request should be directed to the RFP Coordinator listed below. Unauthorized contact regarding this RFP may result in disqualification. Any oral communications will be considered unofficial and non-binding on the City. The vendor should rely only on written statements issued by the RFP Coordinator.

Cindy Pepple, Finance Director
City of Galena, PO Box 310
101 Green Street
Galena, Illinois 61036

Telephone: (815) 777-1050
Fax: (815) 777-3083
Email: cpepple@cityofgalena.org

II. SCOPE OF SERVICES

A. Depository Services

City funds in excess of \$100,000 are required to be 110% collateralized at all times in accordance with the City of Galena Investment Policy. Monthly reports detailing the adequacy of collateral must be supplied to the City by the bank within (5) business days of the close of each month.

The banking institution must be both a “sending” and “receiving” bank on the automated clearing house system to accommodate transfers of Illinois Tax Deposits from the Illinois Funds to the banking institution for investment, and for transfer of funds from the investment vehicle to the City’s Combined Checking account. The City will transmit the data electronically.

The City desires to structure its investments in such a way as to maximize its interest earnings by never allowing funds to remain idle. The Illinois Funds Money Market account currently allows the city a rate of interest comparable to longer term CD investments but allows for same day transfer of funds to the Combined Checking Account and daily compounding of investment interest. The City is seeking recommendations by the proposers on various alternatives to the city’s investments currently held in the Illinois Funds that would increase our returns but retain liquidity and meet collateral requirements.

Data has been provided on the attached "Statistical Information" (See Exhibit B) to indicate the average number of deposits per month, the average number of withdrawals clearing the Illinois Funds Money Market Account per month, and various other statistical information which would be helpful to your institution in computing the fee arrangement for the City's account.

1. Services Required

- A.** The selected financial institution shall provide partial reconciliation services on this account which will include but will not be limited to: monthly bank statements provided no later than five business days after the end of the month, electronic access to all cleared items, and wire services.
- B.** Interest will be credited monthly based upon the average daily balance in the account. Daily compounding such as provided by the Illinois Funds will be a major consideration. The average interest rate for the month shall be clearly stated on the monthly bank statement.
- C.** The City will be given credit for items cleared on your bank the same day as deposited by the City. Items clearing at institutions located within the Chicago Federal Reserve Region will be credited within one business day, as a minimum. All other items deposited will be given credit within two business days, as a minimum.
- D.** Deposit discrepancies, should any occur, will be brought to the attention of the Finance Director or designee on the same day as the discrepancy is found via telephone with follow-up in writing for any debits/credits made to correct the error.
- E.** All charges for services will be outlined on the attached bid form. (Exhibits C, D, E, & F) These costs will be fixed during the five years of the contract. The banking institution may pass along costs that increase due to federally mandated regulations upon submitting written notice of such increase to the Finance Director two months prior to such proposed increase taking effect, and upon demonstration of such mandate. Any items affected by such mandates should be noted on the Proposal Cost Form with an asterisk (*).
- F.** Research services, such as microfilming and other balance inquiries will be performed at the request of the Finance Director or other Finance Department personnel. Such charges, if any, for those services will be included in the fee structure.
- G.** The statement date will be the last day of the calendar month, and will be delivered to the City within five working days after the end of the calendar month. Such statement will include all items clearing the account. On the

statement, deposits will be sorted in date order and checks will be sorted in numerical order. If it is discovered after the delivery of the statement that an item has been omitted from the statement, the bank shall notify the City immediately and mail the document to the city instead of holding it until the next statement date.

- H.** All funds on deposit in excess of FDIC limits shall require the execution of a collateral agreement with the selected financial institution. This agreement shall outline the types of assets that may be utilized as collateral, the amount of collateral required, and the methodology. Allowable collateral is described in Exhibit A.
- I.** The financial institution shall provide to the City within fifteen working days after the end of the calendar month, an account analysis of the City's account activity, showing the various types of transactions listed on the proposal cost form, and the costs assigned to each. Any costs shown on the account analysis, not specifically listed on the proposal cost form, will not be considered valid under the contract.
- J.** In order to more efficiently manage its cash flow and invest funds, the City desires the capability of online/electronic monitoring of its accounts. Online monitoring should be accessible via personal computer. The ability to be notified via email alert of any maturing investments 15 days prior to maturity is required. Please list your capability of providing the above services on the Proposal Cost Form, as well as all costs associated with having online services. In addition, indicate costs for internal transfers and wire transfers initiated from an electronic system.
- K.** All outgoing wire transfers will be executed within two (2) hours after notification by the Finance Department. There may be instances where the City has wired money out prior to the receipt of a maturing investment, creating a daylight overdraft. Describe how this situation would be handled by your bank along with any associated fees if the daylight overdraft is allowed. This situation may happen once per month or less. Please provide a copy of your bank's Wire Transfer Agreement with your proposal.

III. RESPONSE INSTRUCTIONS

A. Proposal Submission

The proposal shall be submitted in triplicate to:

City of Galena
101 Green Street
P.O. Box 310
Galena, IL 61036
Attention: Finance Director

They shall be clearly marked "Request for Proposal for Banking Services" and delivered on or before 10:00 a.m. CST, on Friday, July 31th 2015. The City shall not be responsible for late delivery of a proposal under any condition. Late proposals will not be considered.

In addition, the banking institution submitting the proposal shall provide a copy of its audited financial statements for the past two years.

B. Proposal Acceptance Period

Upon submission of the proposal, it is understood that the fees and interest rates proposed will be valid for a period of ninety days after submission.

C. Proposal Format/Required Sections

1. **Cover Letter.**

The cover letter should contain the name of the proposing bank, the address of the proposing office, and the individuals authorized to answer technical, price, and contract questions. Include the individual's phone and fax numbers and mailing and emailing addresses. The cover letter must be signed by a person or persons authorized to bind the financial institution.

2. **Table of Contents.**

The proposal should contain a Table of Contents section, at the beginning of the proposal that includes all contents and attachments.

3. **Principal Officers, Statement of Staff Experience and Bank Background.**

This section should include the full name and principal address of the financial institution. Indicate whether the institution operates independently as a bank

or as a holding company affiliate. Include the state in which the bank is incorporated to operate and the date of incorporation.

Describe the staff team which would service the contract. Include a listing of officers on the staff team, along with name, title and length of service with the bank.

This section should also include the range of corporate services performed by the office and the bank's background in providing these services to public entities.

4. **Scope of Required Services**

Describe the scope of the required services to be provided. Include a discussion of your bank's approach to comply with the requirements of the RFP. Include a description of security procedures provided by your bank that would that insure transactions are initiated by authorized City of Galena personnel only.

5. **References**

Please provide a list of client references for similar sized and/or municipal accounts the bank has serviced over the past two years. Include client name, contact person, and phone numbers.

6. **Concluding Remarks**

This section shall contain any final comments or further elaboration the vendor deems necessary to gain a better understanding of the proposed services and/or vendor's capabilities.

7. **Cost of Services**

Fees for the investment services being sought should be stated for each investment vehicle and interest rates for each investment should be stated as yield both before and after fees are deducted.

8. **Additional Data and Other Information**

The bank may include any additional information, schedules, or attachments as it deems necessary to its proposal. However, the decision by the City will be made based upon the standard proposal form.

IV. TERMS & CONDITIONS:

- A.** The City reserves the right to reject any and all proposals.
- B.** The contract will be valid for a period of five years. The contract shall also include a renewal clause for an additional three year period. A price adjustment may be considered for the second three year contract. Such increase shall be based on the proposed charges, plus an increase (or decrease) in the Consumer Price Index (CPI).
- C.** The selected financial institution shall not assign any interest in the contract and shall not transfer any interest without prior written consent of the City.
- D.** Proposers shall thoroughly examine and be familiar with the specifications. The failure or omission of any proposer to examine this document shall in no way relieve any proposer of obligations with respect to this proposal.
- E.** The contract may be terminated by either party by giving written notice to the other party no later than one hundred twenty (120) calendar days before the proposed termination date.
- F.** All proposals shall constitute, for a period of 90 days, an irrevocable offer to provide the City the services set forth in the specifications and proposal.

EXHIBIT A

INVESTMENT POLICY

CITY OF GALENA, ILLINOIS

Adopted December 28, 1999

I. PURPOSE

The purpose of this policy is to provide simplified yet thorough guidelines for the management of an investment program for the City of Galena. This investment policy applies to all financial assets of the City of Galena, including: General Fund, Special Revenue Funds, Capital Project Funds, Debt Service Funds, Special Assessment Funds, Enterprise Funds, Internal Service Funds and Trust Funds. For the purposes of this policy, public funds are defined as current operating funds, special funds, interest and shrinking funds and funds of any kind belonging to or in the custody of the City of Galena.

This policy does not address the management and investment of pension funds. Such management is entrusted by statute to the Illinois Municipal Retirement Fund Board of Trustees.

II. OBJECTIVES

The primary objectives, in order of priority, of the City of Galena investment activities shall be:

1. Safety: Safety of principal is the foremost objective of the investment program. Investments of the City of Galena shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
2. Liquidity: The City of Galena investment portfolio will remain sufficiently liquid to enable the city to meet all operating requirements which might be reasonable anticipated. The portfolio will be structured so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands can not be anticipated, the portfolio shall consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in money market mutual funds or local government investment pools that offer same-day liquidity for short-term funds.

3. Return on Investment: The City of Galena's investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles commensurate with the City of Galena's risk constraints and the cash flow characteristics of the portfolio. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments are limited to relatively low-risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:
 - a. A declining credit security may be sold early to minimize loss of principal.
 - b. A security swap would improve the quality, yield or target duration of the portfolio.
 - c. Liquidity needs of the portfolio require that the security be sold.

III. RESPONSIBILITY AND DELEGATION OF AUTHORITY

Management responsibility for the investment program is hereby delegated to the Budget Officer who shall establish written procedures for the operation of the investment program consistent with this investment policy. Procedures shall include reference to safekeeping, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Budget Officer. The Budget Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

The Budget Officer may seek advice on investments from other sources, e.g. local bankers, brokers, and other investment professionals. When selecting investment advisors the Budget Officer should carefully review the credentials, procedures, and controls of the firms offering the services. All investment decisions must be based upon the objectives as prioritized herein.

IV. COLLATERALIZATION

Money on deposit at each savings institution which exceeds the \$100,000 limit insured by the F.D.I.C. shall be collateralized at a minimum of one hundred ten percent (110%) by the institution at which these funds are held. Pledged collateral shall be held in safekeeping by an escrow agency of the pledging institution. The City of Galena shall be presented with quarterly reports of the collateralization certificates on deposit at a third-party custodial bank by the savings institution. Collateralization will be provided through the following types of securities:

1. U.S. Government Securities
2. Obligations of Federal Agencies
3. Obligations of Federal Instrumentalities
4. Obligations of the State of Illinois
5. General Obligation bonds of Illinois Municipalities rated "A" or better.

Because the city's funds will be fully collateralized by the banking institution, no dollar limitation on the amount of the deposits and investments is required.

V. STATUTORY PROVISIONS

State statute provides that certain criteria be met for the placement of public funds in a bank, savings and loan association or credit union. The requirements are:

1. Investments may be made only in banks which are insured by the Banking Insurance Fund of the FDIC.
2. No bank shall receive any public funds unless it has furnished the corporate authorities of the City of Galena with copies of the last two sworn statements of resources and liabilities which the bank is required to furnish to the Commissioner of Banks and Trust Companies or to the Comptroller of the Currency.
3. Investments may be made only in those savings and loan associations which are insured by the Savings Association Insurance Funds of the FDIC.
4. No savings and loan association shall receive public funds unless it has furnished the corporate authorities of the City of Galena with copies of the last two sworn statements of resources and liabilities which the savings and loan association is required to furnish to the Commissioner of Savings and Loan Associations or the Federal Home Loan Bank.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Budget Officer with the following:

- a. Audited financial statements;
- b. Proof of National Association of Security Dealers certification;
- c. Trading resolution;
- d. Proof of state registration;
- e. Completed broker/dealer questionnaire;
- f. Certification of having read the City of Galena's investment policy;
and
- g. Depository contracts.

VI. INVESTMENT INSTRUMENTS

The following identifies specific instruments that may be considered for investment purposes:

1. Savings Account. Savings accounts with the first \$100,000 insured by the Savings Account Insurance Fund (SAIF) of the Federal Deposit Insurance Corporation (FDIC) to a maximum of \$100,000 per depositor over all accounts.
2. Now, Super Now, Savings and Money Market Accounts. These accounts provide alternatives to checking accounts, providing the same basic services while yielding interest. It should be noted, however, that money market accounts have withdrawal restrictions imposed by federal regulation. A minimum balance is usually required and service fees may be charged. These savings type accounts are insured by the F.D.I.C. to a maximum of \$100,000 per deposit.
3. Illinois Funds Money Market. The Illinois State Treasurer's Investment Pool previously known as IPTIP, provides a means of investing short-term funds. The pool was created for the sole participation and benefit of Illinois governmental organizations as an addition to their ongoing local banking relationships.

With the investment pool, no minimum deposit or withdrawal levels exist, although the pool requires prior day notice for transactions. As a member of Illinois Funds, the city receives daily availability of funds, monthly statements and monthly distribution of interest or reinvestment of interest. Interest income is computed and reinvested daily for the daily compounding of principal and interest. All investments in the pool are fully collateralized tie deposits, full-faith and credit securities of the federal government and repurchase agreements secured by securities of the federal government. Securities backing these investments are held by a third party custodian bank.

4. Certificates of Deposit (CD's) and Time Deposit Open Account (TDOA's). CD's and TDOA's are time deposits made with a financial institution for a fixed maturity ranging from seven days to five years. Interest may be calculated on either a 360 or 365 day basis depending on the financial institution.
5. Treasury Bills. Treasury bills are issued by the U.S. Treasury with maturities no longer than one year and are available in book-entry form only. Bills sell at discount, and the interest earned by the investor is the difference between the purchase price and the par value. The U.S. Treasury sells bills at auction in minimum denominations of \$10,000 and multiples of \$5,000 thereafter.

Three and six month bills are auctioned every Monday (unless Monday is a holiday, then the auction is usually the preceding Friday). Payment is due on the Thursday following the auction which is also the day the outstanding bills mature. Fifty-two week bills are auctioned once a month. The bills are also payable and due on a Thursday.

An active secondary market exists for treasury bills at most banks Treasury bill maturities can be selected to watch the cash flow needs.

6. Treasury Notes and Bonds. Treasury Notes and bonds are long-term investments with notes having original maturities of two to ten years and bonds having original maturities of 10 years or longer. Notes and bonds are currently issued in book-entry or registered form by the U.S. Treasury. The Treasury has standardized procedures and timing for selling notes and bonds. However, the Treasury is not irrevocably committed to any schedule and may deviate when it is deemed appropriate. Interest is paid semi-annually on Treasury notes and bonds.

VII. DIVERSIFICATION AND MATURITIES OF INVESTMENTS

Diversification. In order to help reduce institutional risk on the city's capital and provide competitive bidding benefits, investments should be placed in various financial institutions. A diversification of investment instruments is encouraged to give the city more flexibility and help minimize the impact of market fluctuations. Investment instruments not subject to credit risks, (such as treasury bills and certificates of deposit) need not be subjected to diversification requirements.

Maturities. Staggering maturities on short term investments provides liquidity and a small amount of interest rate protection. While liquidity can be easily achieved by investing in the short term, the nature of such liquid investment instruments is attractive to all investors and generally produces lower yields as well as providing only minimal control over fluctuation in interest rates. However, investing too large a percentage of funds to take advantage of high interest rates may provide insufficient funds to meet operating needs. A careful analysis of the city's short, mid and long-term cash needs should be made when planning maturities.

Up to seventy-five percent (75%) of the city's capital may be invested in short-term securities of less than six months, no more than sixty five percent (65%) of the city's capital may be invested in securities maturing at six (6) months to eighteen (18) months and no more than twenty-five (25%) of the city's capital may be invested in securities maturing over eighteen (18) months.

VIII. FINANCIAL INSTITUTIONS

Location. If a competitive rate is offered by a local banking institution, the city shall deposit their investment funds at the local institution.

Services and Fees. Any financial institution selected shall provide normal banking services including, but not limited to, checking accounts, wire transfers, purchase and sale of investment securities and safekeeping services. Fees for banking services shall be mutually agreed to by an authorized representative of the depository bank and the Budget Officer annually. Fees for services shall be substantiated by a monthly account analysis (and shall be reimbursed by means of compensating balances).

IX. REPORTING

Method. The City Council shall receive a monthly report from the Budget Officer on the state of the investment portfolio. In addition, a comprehensive annual investment report should be prepared. The contents of this report shall provide an opportunity to review the portfolio by focusing on the overall performance of investments during the year as well as a projection of what may be anticipated in the future as compared to results of the past year.

Performance. The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. The portfolio should be compared to the market average rate on a regular basis.

X. INTERNAL CONTROLS

The Budget Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City of Galena are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits will require estimates and judgements by management.

XI. ETHICS AND CONFLICT OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or that could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Budget Officer any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that

could be related to the performance of the City of Galena, particularly with regard to the time of purchases and sales.

XII. INDEMNIFICATION

The Budget Officer, who is responsible for the investment program, assumes a unique responsibility for not only realizing an acceptable rate of return on the monies invested, but also safeguarding the monies against loss. The very nature of this responsibility exposes the investment official to certain risks. Accordingly, the Budget Officer shall use the following standard of prudence:

“Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.”

The Budget Officer, acting in accordance with this investment policy, shall be relieved of personal responsibility for an individual security's credit risk or market price changes provided that deviations from expectation are reported in a timely fashion and appropriate action is taken to control adverse developments.

XIII. POLICY CONSIDERATIONS

Exemption. Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

Amendment. This policy shall be reviewed periodically. Any changes must be approved by the Budget Officer and the City Council.

EXIIBIT B

**CITY OF GALENA ACCOUNTS
STATISTICAL INFORMATION**

Illinois Funds Balance as of 5/31/2015	\$410,064.56
Average Daily Balance, May 2015	\$501,609.49
Average Monthly Incoming Wire Deposits	7
Transfers of Funds to Combined Checking	Approx. 7 Annually
Average Transfer Amount	\$200,000 – \$500,000
Transfers of Funds to MFT Checking	Approx. 4 Annually
Average Transfer Amount	\$25,000 - \$50,000
Current rate of Interest	0.024% **

** Rate does not reflect compounding.

EXHIBIT C

CITY OF GALENA

**PROPOSAL FOR INVESTMENT BANKING SERVICES
CONSOLIDATED BID FORM**

Proposal Submitted By:

Bank Name _____

Address _____

Phone _____

Email _____ Contact Name _____

This proposal contains all the information requested in the Request for Proposal, including the following exhibits:

- Exhibit C: Consolidated Proposal Form
- Exhibit D: Proposal Cost Form
- Exhibit E: Exceptions to this Proposal
- Bank's Availability Schedule
- Bank's Audited Financial Statements and Call Reports for the previous two years (one set)
- Bank's EFT Transfer and ACH Agreement
- Bank's Custodial Agreement and Fee Schedule
- Any other agreements that will be required to be executed

Signature

Typed Name

Title

Date

Please submit 3 copies of your proposal

EXHIBIT D

**CITY OF GALENA
BANKING SERVICES PROPOSAL COST FORM**

COMPANY NAME _____

Address _____

Phone _____ Fax _____ Email: _____

ITEM	COST PER ITEM	YEARLY COST BASED ON EXHIBIT B AVERAGES
Monthly service charge		
File transmission cost		
Collateralization costs		
ACH credits (direct deposit items)		
Deposits		
Incoming wires		
Returned items-ACH		
Optical Document Storage (CD)		
On Line Account Management		
Other (specify)		
Total costs:		

Proposal submitted by:

Signature

Title

Date

EXHIBIT E

**CITY OF GALENA
BANKING SERVICES EXCEPTIONS TO PROPOSAL**

The Bank wishes to take exception to the following items:

Page _____

Item _____

EXHIBIT F
BANKING SERVICES AGREEMENT

This Agreement, made and entered into this _____ day of _____, 2015, by and between _____, having its place of business at _____, Illinois, and the City of Galena, (hereinafter referred to as "the City") an Illinois municipal corporation:

WITNESSETH

_____, having submitted a Bid Proposal for providing certain banking services for the City pursuant to the specifications set forth within the proposal for banking services required by the City, and having been awarded a contract to provide this service, hereby accepts and agrees to comply with the specifications set forth within the Banking Services Bid Proposal dated _____, 2015. The parties therefore agree that the attached Cost Proposal(s) constitute the "Agreement" between the parties.

IN WITNESS WHEREOF, _____ has caused this Agreement to be executed in its name by a corporate officer and the City has caused same to be executed in its name by its Mayor, and its corporate seal to be hereunto affixed and attested, all being thereunto duly authorized.

ATTEST:

By: _____

Title: _____

Date: _____

ATTEST:

City Clerk

Mayor, City of Galena, IL

Date: _____

OUTLINE OF EFFORT

Proposed by John Cox, August 6, 2015

A. Committee assignment from city council

1. Engage the public in an open process of study and discussion
2. Answer the question "Is There a Problem?" and, if so, what is it?
3. Recommend to City Council solutions to consider.
4. Carefully review information previously accumulated by the City.
5. Investigate how other communities have handled the issue.
6. Show findings are accurate with the "Facts on the Ground."
7. Committee to take whatever time needed to do the job.
8. Relevance of Lime Disease issue.
9. Relevance of Deer Chronic Waste Disease.
10. Options to reduce the number of deer in herd if determined appropriate.
11. Cost implications and staff time for deer population management.

B. Commitment by Committee members

1. Begin and remain open-minded on issue.
2. Respect ALL opinions submitted to committee on the issue.
3. Attend committee meetings to be sure all members are on the same page.
4. Follow Robert's Rules of Order.
5. Vote if necessary but maintain a goal of consensus.
6. Sign "Findings" to send to City Council.

C. Possible assistance with effort

1. Department of Natural Resources.
2. Consider survey to determine size of deer population.
3. Consider tools to use to complete the survey.
4. Investigate the use of drone to count deer.
5. Seek citizen assistance to acquire "facts"/identify solutions.

D. Committee members (Total of 5 to be appointed)

1. John Cox, Chairperson
- 2.
- 3.
- 4.
- 5.

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: July 28, 2015

RE: AT&T Water Tower Lease

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

AT&T leases ground space and tower space on the Dodge Street standpipe for cellular communication equipment. The company is requesting several modifications to the lease, including a reduction of the annual cost escalator from 4% to 1.5%. I am writing to present the AT&T proposal for your consideration.

The attached AT&T proposal has five components summarized as follows:

1. 24/7 Access. AT&T seeks to expand the language in the current lease to insure they have access to their equipment day or night. The current lease provides them access at all hours of the day and night subject to reasonable approvals by the City. Access to the property has not been an issue at any time since the inception of the lease. Since the standpipe is in a residential neighborhood, I believe the City should maintain approval authority for access.
2. Permitted Use. AT&T seeks the ability to modify, upgrade and expand their equipment, or that of any subtenants, without approval of the City and as long as the modifications do not exceed the structural capacity of the standpipe. The current lease requires approval by the City for any changes and does not permit subleasing.
3. Sale of Property. AT&T proposes that if the City sells, subdivides or rezones the property, the City shall give notice to the company. The company also proposes that no other areas of the property be used for other wireless communication facilities if they would interfere with the AT&T equipment. Under the current lease, the City must provide AT&T with any proposal for equipment by any other carrier in order to allow AT&T to determine if the proposed equipment might interfere with their transmissions.

4. Rental Stream Offer. There are companies that offer lump sum or other payments to buyout tower leases from municipalities. AT&T proposes to be given the opportunity to match any such buyout offer. This issue is not addressed in the current lease.
5. Reduce Annual Rent Escalator. AT&T proposes to reduce the annual rent escalator from 4% to 1.5%. For comparison, the monthly rents, annual escalators, and lease expiration dates for the three current cellular leases are shown in Table 1. The AT&T lease escalator is currently 1% higher than the other two leases.

Table 1. Current Lease Comparisons

Company	Monthly Rent	Annual Escalator	Lease Expiration
AT&T	\$2,046	4%	2019
US Cellular	\$2,027	3%	2017
Southeast Wireless	\$1,968	3%	2017

The current lease with AT&T expires on November 4, 2019. Enacting the content of the proposals by AT&T to modify the current lease is not imperative to the continued operation of the equipment at the standpipe. I respectfully recommend that you consider communicating to AT&T that the City does not intend to negotiate modifications to the lease until the end of the current term in 2019.



Vanise Gardner
Site Development Specialist
AT&T Lease Optimization

SAC Wireless, LLC
540 W. Madison, 16th Floor
Chicago, IL 60661
T: 312.971.7824

July 16, 2015

Attn: Mark Moran
City of Galena
101 Green Street
Galena, IL 61036

**Re: AT&T Lease at 110 South Dodge Street, Galena, IL 61036 / FA # 10127616 /
DESMIAU4682**

Dear Mr. Moran:

Pursuant to our telephone conversation on July 15, 2015 we discussed the following terms:

- 24/7 Access
Landlord hereby grants to Tenant, its authorized sub lessees, and to any public or private utility serving Tenant's Communication Facility or related equipment, access to the premises and to and over the Property twenty-four hours per day, seven days per week (24/7), including but not limited to, access from an accessible, open and maintained public road to the premises, for the installation, maintenance, repair, modification, alteration, or refurbishment of the Communications Facility or any equipment related to such Communications Facility as such access is deemed necessary by Tenant, in its sole discretion, without the requirement of notice by Tenant to Landlord. In the event that any public or private utility serving Tenant's Communication Facility is unable to use the access provided to Tenant, the Landlord hereby agrees to grant additional access to Tenant or to such public or private utility, for the benefit of Tenant, at no cost to Tenant and pursuant to the same terms and conditions as noted above. The terms and conditions regarding access in the Agreement remain in full force and effect, except as modified by this paragraph.
- Permitted Use
Tenant/Lessee/Licensee, its personnel, invitees, contractors, agents, subtenants, or its authorized sub lessees, or assigns may use the Premises, at no additional cost or expense, for the transmission and reception of any and all communications signals and to modify, supplement, replace, upgrade, expand, including but not limited to the number and type(s) of antennas, or refurbish the equipment and/or improvements thereon, or relocate the same within the Premises at any time during the term of this Agreement/Lease/License for any reason, so long as these changes do not exceed the structural capacity of the Tower/Structure at this height, or at AT&T's sole expense upgrade the structural capacity or in order to be in compliance with any current or future federal, state or local mandated application, including but not limited to emergency 911 communication services or for any other reason. Tenant may operate the Communications Facility at any frequency for which it has all requisite licenses



and permits so long as these frequencies do not cause an interference issue with an existing lawfully installed and properly operated tenant on the Tower/Structure. Landlord/Lessor/Licensor shall reasonably cooperate in obtaining governmental and other use permits or approvals necessary or desirable for the foregoing permitted use. If Landlord/Lessor/Licensor does not comply with the terms of this section, in addition to any other rights it may have at law, Tenant/Lessee/Licensee may terminate this Agreement/Lease/License and shall have no further liability to Landlord/Lessor/Licensor. If Landlord does not comply with the terms of this section, Tenant will have the right to exercise any and all rights available to it under law and equity, including the right to cure Landlord's default and to deduct the costs of such cure from any monies due to Landlord from Tenant.

- Sale of Property

(a) Landlord shall not be prohibited from the selling, leasing or use of any of the Property or the Surrounding Property except as provided below.

(b) If Landlord, at any time during the Term of this Agreement, decides to rezone or sell, subdivide or otherwise transfer all or any part of the Premises, or all or any part of the Property or Surrounding Property, to a purchaser other than Tenant, Landlord shall promptly notify Tenant in writing, and such rezoning, sale, subdivision or transfer shall be subject to this Agreement and Tenant's rights hereunder. In the event of a change in ownership, transfer or sale of the Property, within ten (10) days of such transfer, Landlord or its successor shall send the documents listed below in this subsection (b) to Tenant. Until Tenant receives all such documents, Tenant shall not be responsible for any failure to make payments under this Agreement and reserves the right to hold payments due under this Agreement.

- i. Old deed to Property
- ii. New deed to Property
- iii. Bill of Sale or Transfer
- iv. Copy of current Tax Bill
- v. New IRS Form W-9
- vi. Completed and Signed AT&T Payment Direction Form
- vii. Full contact information for new Landlord including

phone number(s)

(c) Landlord agrees not to sell, lease or use any areas of the Property or Surrounding Property for the installation, operation or maintenance of other wireless communications facilities if such installation, operation or maintenance would interfere with Tenant's Permitted Use or communications equipment as determined by radio propagation tests performed by Tenant in its sole discretion. Landlord or Landlord's prospective purchaser shall reimburse Tenant for any costs and expenses of such testing. If the radio frequency propagation tests demonstrate levels of interference unacceptable to Tenant, Landlord shall be prohibited from selling, leasing or using any



areas of the Property or the Surrounding Property for purposes of any installation, operation or maintenance of any other wireless communications facility or equipment.

(d) The provisions of this Section shall in no way limit or impair the obligations of Landlord under this Agreement, including interference and access obligations.

- Rental Stream Offer

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

- Decrease in annual escalator to 1.5%

On behalf of AT&T, thank you for your continued support and partnership over the past 10 years. I hope this relationship has been mutually beneficial and I look forward to your response.

Please feel free to contact me directly by phone or email.

Sincerely,

A handwritten signature in black ink, appearing to read "Vanise Gardner", with a long horizontal line extending to the right.

Vanise Gardner
SAC Wireless, LLC on behalf of AT&T
(312) 971-7707
Vanise.gardner@sacw.com

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 

DATE: 6 August 2015

RE: Jo Carroll Energy
Request for Service Line Easement

Jo Carrol Energy (JCE) is requesting an easement from the city so they can install a service line to a property owned by William and Patricia Shuey. The attached easement and plan give further details of the proposed easement, which runs along the west boundary of a city lot adjacent to the intersection of Chetlain Lane and Technical Drive.

Together with other city staff, including the city attorney, I have reviewed the easement request and have no objection to allowing JCE to proceed with the proposed work.

I recommend the city council approve the attached easement with Jo Carroll Energy to allow installation of a service line across city property.

This instrument drafted by:

Mark Wild
Right-of-Way Agent
Jo-Carroll Energy, Inc. (NFP)

Return to:
Jo-Carroll Energy, Inc. (NFP)
P.O. Box 390
Elizabeth, IL 61028-0390
Phone: (815) 858-2207

Location Number: _10553501 (existing) _
Section/Subdivision: Part of the Southeast Quarter and Southwest Quarter of Section 11, Township 28 North, Range 1 West of the 4th Principal Meridian, Jo Daviess County, Illinois.

JO-CARROLL ENERGY, INC. (N.F.P.)

RIGHT OF WAY EASEMENT

Know All By these Presents: That **City of Galena, an Illinois Municipal Corporation**, Grantor, for a good and valuable consideration, the receipt of which hereby acknowledged, does hereby grant, warrant, and convey unto **JO-CARROLL ENERGY, INC. (NFP)**, an Illinois Not-For-Profit Corporation, Grantee, its successors and assigns, a permanent easement to enter upon the property of the Grantor as described below, to survey, construct, operate and maintain along a right of way strip thereon, electric distribution lines, communications equipment and other similar systems (including overhead and underground conductors) including structures and such crossarms, appliances, accessories, footings, pad mounted devices, and supporting devices, whether above ground or underground, (All such structures and devices hereinafter referenced as "Distribution Devices") as are reasonably necessary for the sole purpose of transmitting and/or distributing electric energy, communications and other similar services to: **City of Galena, an Illinois Municipal Corporation, and other Jo-Carroll Energy, Inc. (NFP) Members**, and to construct and replace such Distribution Devices as is reasonably necessary. The right, permission, and authority is also granted to Grantee to use reasonable means to control trees and shrubs which endanger the use of said line or lines and said Distribution Devices, together with the right of ingress and egress over said property of the Grantor to the right of way strip along a route which will cause the least possible damage to and interference with existing and future land use.

This **RIGHT OF WAY EASEMENT, the location of which is identified in the attached EXHIBIT B**, is granted across that parcel of land specifically described as follows:

SEE ATTACHED EXHIBIT A

This **RIGHT OF WAY EASEMENT** is granted across the following **specific portion of said parcel** described in the attached **EXHIBIT A**:

SEE ATTACHED EXHIBIT B

Grantor expressly reserves the use of the surface of the right of way strip, provided however, that no structures will be erected, or inflammable materials placed or accumulated, or trees planted on said right of way strip that interfere with such Distribution Devices. And Grantor further covenants and agrees that the elevation of the existing ground surface within the right of way strip will not be altered by more than six (6) inches without the written consent of the Grantee.

The undersigned agrees that all poles, wires, and other facilities installed in, upon or under the above-described lands at the Grantee's expense shall remain the property of the Grantee, removable at its option.

The undersigned covenants that he is the owners of the above-described lands and that to his knowledge, the said lands are free and clear of encumbrances and liens that would effect the permanent easement granted herein except those held by the following persons: _____, who join herein for the purpose of subordinating their lien(s) to this permanent easement. This conveyance shall be binding on the heirs, representatives, assigns, and grantees of the Grantors.

Grantor hereby waives and releases all rights under and by virtue of the homestead exemption laws of the State of Illinois.

This **RIGHT OF WAY EASEMENT** shall constitute a covenant running with the land for the benefit of the Grantee, its successors, assigns and lessees.

Grantor acknowledges that Grantor have received a copy of the Jo-Carroll Energy, Inc. (NFP) Administrative Policy #238 regarding Non-Emergency Vegetation Management and further acknowledges acceptance thereof and any amendments thereto as may be deemed appropriate by Grantee.

IN WITNESS WHEREOF, The undersigned have set their hands and seals this ____ day of _____, 20__.

City of Galena

(By) _____

(Title) _____

STATE OF ILLINOIS)
) ss.
COUNTY OF _____)

Personally came before me this ____ day of _____, 20__, the above-named _____, to me known to be the person who executed the foregoing instrument and acknowledges the same.

Notary Public Signature

My commission expires:

EXHIBIT A NEXT PAGE

EXHIBIT A

LEGAL DESCRIPTION ATTACHED TO **RIGHT OF WAY EASEMENT** granting said easement to Jo-Carroll Energy, Inc. (NFP) by **City of Galena, an Illinois Municipal Corporation**.

A part of the Southeast Quarter and Southwest Quarter of Section 11, Township 28 North, Range 1 West of the Fourth Principal Meridian, Rawlins Township, Jo Daviess County, Illinois, more particularly described as follows:

Beginning at the South Quarter corner of Section 11, Township 28 North, Range 1 West of the Fourth Principal Meridian; thence North 87 degrees 22 minutes 57 seconds West, along the South line of the Southwest Quarter of said Section 11, a distance of 208.23 feet to the Southwest corner of the premises conveyed to James D. Stodden, by Warranty Deed recorded in Deed Book 191, page 386, in the Office of the Jo Daviess County Recorder; thence North 00 degrees 34 minutes 17 seconds East, along the East line of said Stodden property, a distance of 280.19 feet to a point on the South line of the premises conveyed to William and Patricia Shuey, by Warranty Deed recorded as Document No. 154176, in the Office of the Jo Daviess County Recorder; thence South 87 degrees 13 minutes 02 seconds East, along the South line of said Shuey property and also the South line of the premises conveyed to Lewis F. Shuey, by Warranty Deed recorded in Deed Book 218, page 864, in the Office of the Jo Daviess County Recorder, a distance of 377.60 feet; thence continuing Southwesterly along a circular curve concave to the East, an arc distance of 182.63 feet to a point of tangent; said curve having a radius of 759.09 feet, a central angle of 13 degrees 47 minutes 05 seconds, and whose long chord bears South 09 degrees 40 minutes 30 seconds West, 182.19 feet from the last described course; thence South 02 degrees 46 minutes 58 seconds West, 98.53 feet to a point on the South line of the Southeast Quarter of said Section 11; thence North 87 degrees 12 minutes 40 seconds West, along said South line, a distance of 136.69 feet to the point of beginning, said tract containing 2.28 acres, more or less, subject to any and all recorded easements and right-of-ways, all being situated in Rawlins Township, Jo Daviess County, Illinois.

Initials by: _____
City of Galena

END EXHIBIT A
EXHIBIT B NEXT PAGE:

EXHIBIT B

Drawing/description attached to **RIGHT OF WAY EASEMENT** granting said easement to Jo-Carroll Energy, Inc. (NFP) by **City of Galena, an Illinois Municipal Corporation**.

STRIP # 1

An Easement 33' in width for ingress and egress as shown on the survey recorded in Plan Hold 2 No. 168b in the Jo Daviess County Recorder's office; and has the use and benefit as a right of way easement granting to Jo Carroll Energy, Inc. (NFP)

STRIP # 2

A 30' wide strip of land. The centerline of said 30' wide strip of land being described as follows:

Beginning at a point with the following coordinates:

**NAD83 State Plane Illinois West FIPS 1202(Feet)
N. 2100113.00
E. 2218154.00**

And continuing a distance of 29' more or less, to a point with the following coordinates:

**NAD83 State Plane Illinois West FIPS 1202(Feet)
N. 2100112.00
E. 2218183.00**

Said point being the end point of the centerline of said 30' wide strip of land.

Initials by: _____
City of Galena

**END EXHIBIT B
EXHIBIT B SKETCH NEXT PAGE**



July 21, 2015
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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 and Jim Rigdon, Public Works Supervisor

DATE: 6 August 2015

RE: Seal Coat Contract - Approval of quotes

At the last meeting the city council approved a contract with Civil Constructors to repave Kelly Lane, the alley behind Dillon’s between Hickory and Division and Bostwick Street. Sealcoating of other streets was also discussed. We propose the following streets are sealcoated: Powder House Hill from HW20 to Madison Street and Fifth Street from Madison to Boggess Street.

Proposed costs for sealcoating are as follows:

Location	Powder House Hill Road	Fifth Street
City Supplied Materials:		
Aggregate chips	\$1,495	\$272
Sealcoat oil: HFE 90	\$7,670	\$1,458
Installation quote by Louie’s Trenching Service	\$2,700	\$450
TOTALS	\$11,865.00	\$2,180.00

As indicated above the city Public Works crew will supply sealcoat oil and aggregate chips and will work with Louie’s Trenching Service who will use their paver to install the sealcoat surfacing. This method has been used in the past and is an economical way of using city funds to pave as much street area as possible.

About \$20,000 has been allocated for sealcoating this year, so the total cost of \$14,045 is within budget. The remainder of \$5,955 can be used towards other street improvements, for example, replacing areas of deteriorated concrete on Bench Street.

I recommend the city council approves the above funding for sealcoating for a total cost of \$14,045. Sealcoating work will commence during early-mid September.

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
AT & T (LOCAL) (103)							
071615	1	Invoice	PHONE	07/16/2015	327.85		01.21.552.00
Total AT & T (LOCAL) (103):					327.85		
ATLAST FLUID POWER CO. (800)							
00142580	1	Invoice	SUPPLIES	07/27/2015	15.81		01.41.652.00
Total ATLAST FLUID POWER CO. (800):					15.81		
BATTERIES PLUS BULBS #611 - ADAMSDAV (120161)							
611-100364	1	Invoice	FLASHER LIGHTS/GOLF	07/27/2015	123.09		15.41.514.06
Total BATTERIES PLUS BULBS #611 - ADAMSDAV (120161):					123.09		
C & C EMBROIDERY, INC. (630)							
973	1	Invoice	UNIFORMS	07/27/2015	38.00		01.11.549.00
Total C & C EMBROIDERY, INC. (630):					38.00		
CHIEF LAW ENFORCEMENT SUPPLY (119909)							
326487	1	Invoice	UNIFORMS/ERIC	07/24/2015	149.99		01.21.471.15
Total CHIEF LAW ENFORCEMENT SUPPLY (119909):					149.99		
CONMAT, INC. (1187)							
96959	1	Invoice	DIKE MAINTENANCE	07/29/2015	673.56		20.25.515.00
Total CONMAT, INC. (1187):					673.56		
DECKER SUPPLY CO., INC. (867)							
887926	1	Invoice	STREET SIGNS	07/31/2015	47.54		01.41.652.04
887927	1	Invoice	STREET SIGNS	07/31/2015	136.51		01.41.652.04
Total DECKER SUPPLY CO., INC. (867):					184.05		
DOIG, KATHLEEN (119339)							
449646	1	Invoice	MARKET HOUSE RESTR	08/04/2015	285.00		01.13.511.06
Total DOIG, KATHLEEN (119339):					285.00		
FARM & FLEET/SYNCB (120040)							
080115	1	Invoice	TOOLS	08/01/2015	199.00		01.41.653.00
Total FARM & FLEET/SYNCB (120040):					199.00		
FARNER BOCKEN COMPANY (792)							
4132245	1	Invoice	CONCESSION SUPPLIES	07/23/2015	1,615.73		59.55.652.05
4149590	1	Invoice	CONCESSION SUPPLIES	07/30/2015	1,659.98		59.55.652.05
Total FARNER BOCKEN COMPANY (792):					3,275.71		
FIRE SERVICE INC. (119472)							
10169	1	Invoice	BATTERY CHARGER TR	07/23/2015	365.91		22.22.613.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total FIRE SERVICE INC. (119472):					365.91		
FISCHER EXCAVATING, INC. (25638)							
072815	1	Invoice	PARK AVENUE RETAINA	07/28/2015	3,845.29		52.43.850.12
1000845	1	Invoice	GATEWAY PARK	07/27/2015	162.41		17.52.517.01
1000845	2	Invoice	MATERIALS	07/27/2015	107.64		01.41.614.04
Total FISCHER EXCAVATING, INC. (25638):					4,115.34		
FLEEGE ELECTRIC (1045)							
6469	1	Invoice	TRAFFIC SIGNAL REPAIR	07/24/2015	650.00		15.41.514.06
6470	1	Invoice	TRAFFIC SIGNAL REPAIR	07/24/2015	858.44		15.41.514.06
Total FLEEGE ELECTRIC (1045):					1,508.44		
FOSSIL INDUSTRIES, INC. (120164)							
F67685	1	Invoice	INTERPRETIVE SIGN	06/02/2015	129.00		17.52.517.01
Total FOSSIL INDUSTRIES, INC. (120164):					129.00		
G & K SERVICES (532)							
072515	1	Invoice	UNIFORM SERVICES	07/25/2015	416.36		01.41.579.02
Total G & K SERVICES (532):					416.36		
GALENA FIRE DEPT. (91)							
080515	1	Invoice	DERAILMENT REIMBURS	08/05/2015	1,614.17		22.22.929.01
Total GALENA FIRE DEPT. (91):					1,614.17		
GALENA LAUN. & LINEN INC. (84)							
080115	1	Invoice	FINANCE-LAUNDRY SER	08/01/2015	8.00		01.13.654.00
080115	2	Invoice	FIRE DEPARTMENT	08/01/2015	25.00		22.22.651.00
080115	3	Invoice	POLICE DEPARTMENT	08/01/2015	30.00		22.22.651.00
080115	4	Invoice	TURNER HALL-RUG SER	08/01/2015	27.00		58.54.654.01
080115	5	Invoice	POOL	08/01/2015	47.00		59.55.654.00
Total GALENA LAUN. & LINEN INC. (84):					137.00		
GALENA LUMBER CO. (85)							
080115	1	Invoice	MISC. MATERIALS	08/01/2015	11.80		01.41.614.04
080115	2	Invoice	MISC. MATERIALS	08/01/2015	69.36		17.52.652.00
080115	3	Invoice	MISC. MATERIALS	08/01/2015	20.30		59.55.511.01
080115	4	Invoice	MISC. MATERIALS	08/01/2015	44.40		01.21.651.00
Total GALENA LUMBER CO. (85):					145.86		
GALENA PUBLIC LIBRARY (93)							
080115	1	Invoice	PERS.PROP.REPLACE.T	08/01/2015	1,231.56		16.14.913.00
Total GALENA PUBLIC LIBRARY (93):					1,231.56		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
GALL'S, INC. (712)							
003800396	1	Invoice	UNIFORMS/TONY	07/17/2015	16.59		01.21.471.15
Total GALL'S, INC. (712):					16.59		
GASSER @ GALENA (24)							
080115	1	Invoice	MISC. SUPPLIES	08/01/2015	40.06		01.41.514.11
080115	2	Invoice	MISC. SUPPLIES	08/01/2015	44.48		01.41.614.04
080115	3	Invoice	MISC. SUPPLIES	08/01/2015	9.89		01.41.614.06
080115	4	Invoice	MISC. SUPPLIES	08/01/2015	217.20		01.41.652.00
080115	5	Invoice	MISC. SUPPLIES	08/01/2015	117.24		01.41.653.00
080115	6	Invoice	TRASH CAN LINERS	08/01/2015	415.61		13.44.540.04
080115	7	Invoice	MISC. SUPPLIES	08/01/2015	92.01		17.52.652.00
080115	8	Invoice	MISC. SUPPLIES	08/01/2015	30.86		22.22.611.00
080115	9	Invoice	MISC. SUPPLIES	08/01/2015	14.98		22.22.613.00
080115	10	Invoice	MISC. SUPPLIES	08/01/2015	76.44		22.22.652.00
080115	11	Invoice	MISC. SUPPLIES	08/01/2015	11.84		58.54.820.00
080115	12	Invoice	MISC. SUPPLIES	08/01/2015	18.05		59.55.511.01
080115	13	Invoice	MISC. SUPPLIES	08/01/2015	6.74		59.55.511.02
Total GASSER @ GALENA (24):					1,095.40		
GRANT EQUIPMENT CO (351)							
120441	1	Invoice	TRACTOR	07/29/2015	470.95		01.41.613.10
Total GRANT EQUIPMENT CO (351):					470.95		
HALSTEAD, MARY L. (119966)							
080115	1	Invoice	CITY HALL JANITOR	08/01/2015	240.00		01.13.511.07
080115	2	Invoice	PUBLIC RESTROOMS AT	08/01/2015	225.00		01.13.511.08
080115	3	Invoice	PARKS RESTROOMS	08/01/2015	675.00		17.52.422.00
080115	4	Invoice	EXTRA CLEANING PUBLI	08/01/2015	100.00		01.13.511.06
Total HALSTEAD, MARY L. (119966):					1,240.00		
HEFEL, ERIC (119720)							
080415	1	Invoice	NEW BUSINESS CARDS	08/04/2015	15.91		01.21.471.15
Total HEFEL, ERIC (119720):					15.91		
IIW ENGINEERS & SURVEYORS, PC (260)							
63078	1	Invoice	DESIGN	07/31/2015	2,587.50		51.42.532.01
63092	1	Invoice	DESIGN	07/31/2015	1,145.00		17.52.815.03
63113	1	Invoice	INSPECTIONS	07/31/2015	792.00		01.41.514.03
Total IIW ENGINEERS & SURVEYORS, PC (260):					4,524.50		
IL DEPARTMENT OF CMS (CRF) (118967)							
T1542664	1	Invoice	IN-SQUAD COMPUTER C	07/20/2015	232.60		01.21.542.00
Total IL DEPARTMENT OF CMS (CRF) (118967):					232.60		
ILEAS (118922)							
DUES4745	1	Invoice	2015 DUES	07/01/2015	60.00		01.21.561.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total ILEAS (118922):					60.00		
ILLINOIS FIRE STORE (119034)							
34007	1	Invoice	REPAIR BUNKER GEAR	07/15/2015	22.97		22.22.652.00
Total ILLINOIS FIRE STORE (119034):					22.97		
IOWA D.A.R.E. ASSOCIATION (120162)							
080415	1	Invoice	2015 IOWA DARE CONFE	08/04/2015	75.00		01.21.563.00
Total IOWA D.A.R.E. ASSOCIATION (120162):					75.00		
JACKSON CONCRETE/EXCAVATION CO (489)							
080315	1	Invoice	KELLY LANE	08/03/2015	12,386.00		41.61.860.08
Total JACKSON CONCRETE/EXCAVATION CO (489):					12,386.00		
JA-MAR PATTERN, INC. (119620)							
16262	1	Invoice	PARK IMPROVEMENTS	07/24/2015	2,400.00		17.52.820.06
Total JA-MAR PATTERN, INC. (119620):					2,400.00		
JO CARROLL ENERGY, INC. (397)							
080115	1	Invoice	ELECTRIC (STREET LIGH	08/01/2015	5,452.14		15.41.572.00
080115	2	Invoice	CITY HALL/ELECTRIC	08/01/2015	433.13		01.13.571.01
080115	3	Invoice	POLICE/ELECTRIC	08/01/2015	704.33		01.21.571.01
080115	4	Invoice	EMS/ELECTRIC	08/01/2015	129.93		12.10.571.01
080115	5	Invoice	PARKS/ELECTRIC	08/01/2015	94.31		17.52.571.01
080115	6	Invoice	FLOOD/ELECTRIC	08/01/2015	287.72		20.25.576.01
080115	7	Invoice	FIRE/ELECTRIC	08/01/2015	529.26		22.22.576.01
080115	8	Invoice	TURNER HALL/ELECTRIC	08/01/2015	1,171.06		58.54.571.01
080115	9	Invoice	WELCOME SIGNS	08/01/2015	36.51		01.41.571.01
Total JO CARROLL ENERGY, INC. (397):					8,838.39		
JO DAVIESS CTY SHERIFF (116)							
080115	1	Invoice	CITY SHARE OF OFFICE	08/01/2015	200.12		01.21.538.00
080115	2	Invoice	RADIO SERVICE	08/01/2015	100.00		22.22.538.00
Total JO DAVIESS CTY SHERIFF (116):					300.12		
LAWSON PRODUCTS, INC. (627)							
9303336323	1	Invoice	SUPPLIES	06/09/2015	190.98		01.41.652.00
9303428896	1	Invoice	SUPPLIES	07/21/2015	253.49		01.41.652.00
Total LAWSON PRODUCTS, INC. (627):					444.47		
LEWIS, CHRISTOPHER A. (748)							
080115	1	Invoice	CONFERENCE REIMBUR	08/01/2015	270.00		01.45.563.00
Total LEWIS, CHRISTOPHER A. (748):					270.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
LIME ROCK SPRINGS CO (PEPSI) (663)							
20028650	1	Invoice	CONCESSIOON SUPPLIE	07/29/2015	135.12		59.55.652.05
Total LIME ROCK SPRINGS CO (PEPSI) (663):					135.12		
MENARDS (280)							
82351	1	Invoice	MISC. MATERIALS	07/29/2015	22.12		01.41.614.04
Total MENARDS (280):					22.12		
METLIFE SMALL BUSINESS CENTER (775)							
080115	1	Invoice	DENTAL INSURANCE	08/01/2015	1,796.80		01.13.451.01
080115	2	Invoice	LIFE & DENTAL INSURAN	08/01/2015	264.05		01.13.452.00
Total METLIFE SMALL BUSINESS CENTER (775):					2,060.85		
MILLER, JONATHAN (120143)							
072315	1	Invoice	TRAVEL REIMBURSEME	07/23/2015	91.43		01.46.562.00
Total MILLER, JONATHAN (120143):					91.43		
MONTGOMERY TRUCKING (133)							
129358	1	Invoice	REFUSE HANDLING CON	08/01/2015	13,392.00		13.44.540.04
129358	2	Invoice	RECYCLING CONTRACT	08/01/2015	4,630.50		13.44.540.00
129358	3	Invoice	DUMPSTER RENT	08/01/2015	75.00		13.44.544.03
Total MONTGOMERY TRUCKING (133):					18,097.50		
NAPA AUTO PARTS (79)							
080115	1	Invoice	MISC. VEHICLE	08/01/2015	104.00		01.41.613.12
080115	2	Invoice	2015 FORD	08/01/2015	4.29		01.41.613.15
080115	3	Invoice	SUPPLIES	08/01/2015	7.29		01.41.652.00
080115	4	Invoice	PARKS TRUCK	08/01/2015	16.47		17.52.514.00
080115	5	Invoice	SUPPLIES	08/01/2015	37.95		17.52.652.00
080115	6	Invoice	VEHICLE	08/01/2015	86.81		20.25.513.00
Total NAPA AUTO PARTS (79):					256.81		
NICOR (151)							
080115	1	Invoice	POOL-GAS	08/01/2015	912.45		59.55.571.02
Total NICOR (151):					912.45		
NICOR (F) (118924)							
080115	1	Invoice	CITY HALL-GAS	08/01/2015	77.45		01.13.571.05
080115	2	Invoice	POLICE-GAS	08/01/2015	26.05		01.21.571.05
080115	3	Invoice	PUBLIC WORKS-GAS	08/01/2015	81.80		01.41.571.05
080115	4	Invoice	FIRE DEPARTMENT-GAS	08/01/2015	90.54		22.22.571.05
Total NICOR (F) (118924):					275.84		
NIELAND REFRIGERATION (900)							
169564	1	Invoice	CONCESSION EQUIP. RE	07/17/2015	155.67		59.55.512.01

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total NIELAND REFRIGERATION (900):					155.67		
ORKIN PEST CONTROL (574)							
072115	1	Invoice	PEST CONTROL SERVIC	07/21/2015	85.64		01.13.511.01
Total ORKIN PEST CONTROL (574):					85.64		
PEREZ-MATEOS, JOSE (120166)							
081015	1	Invoice	DEPOSIT REFUND	08/10/2015	200.00		58.54.929.00
Total PEREZ-MATEOS, JOSE (120166):					200.00		
PETTY CASH/POLICE DEPT. (163)							
080415	1	Invoice	POSTAGE	08/04/2015	18.78		01.21.551.00
080415	2	Invoice	WINDOW CLEANING	08/04/2015	26.91		01.21.654.00
Total PETTY CASH/POLICE DEPT. (163):					45.69		
QUILL CORP. (686)							
6128804	1	Invoice	OFFICE SUPPLIES-ADMI	07/22/2015	126.55		01.13.651.02
Total QUILL CORP. (686):					126.55		
REIFSCHNEIDER, BRIAN & JULIA (120165)							
080115	1	Invoice	DEPOSIT REFUND	08/01/2015	200.00		58.54.929.00
Total REIFSCHNEIDER, BRIAN & JULIA (120165):					200.00		
RIVER CITY PAVING (56)							
50458-1	1	Invoice	HOT MIX	07/23/2015	624.68		15.41.614.03
Total RIVER CITY PAVING (56):					624.68		
SALZMAN, BILL (1009)							
080415	1	Invoice	CLOTHING	08/04/2015	94.86		01.21.471.15
Total SALZMAN, BILL (1009):					94.86		
SCHROER ARCHITECTURAL MILLWORK (860)							
430098	1	Invoice	GRANT PARK CANNON R	07/22/2015	925.00		17.52.517.02
Total SCHROER ARCHITECTURAL MILLWORK (860):					925.00		
SECURITY PRODUCTS OF DUBUQUE (119890)							
0439214	1	Invoice	ALARM MONITORING	07/29/2015	27.00		01.13.552.00
Total SECURITY PRODUCTS OF DUBUQUE (119890):					27.00		
UPS STORE GALENA, THE (1260)							
073015	1	Invoice	POSTAGE	07/30/2015	8.63		01.21.551.00
Total UPS STORE GALENA, THE (1260):					8.63		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
US CELLULAR (92)							
080115	1	Invoice	PUBLIC WORKS/CELL PH	08/01/2015	36.40		01.41.552.00
080115	2	Invoice	ADMIN/CELL PHONE	08/01/2015	73.05		01.11.552.00
080115	3	Invoice	FIRE DEPT./CELL PHONE	08/01/2015	14.06		22.22.552.00
080115	4	Invoice	POLICE/CELL PHONES	08/01/2015	78.12		01.21.552.01
Total US CELLULAR (92):					201.63		
US POSTAL SERVICE (1076)							
073115	1	Invoice	PERMIT 82 ACCOUNT PO	07/31/2015	500.00		51.42.551.00
073115	2	Invoice	PERMIT 82 ACCOUNT PO	07/31/2015	250.00		52.43.551.00
073115	3	Invoice	PERMIT 82 ACCOUNT PO	07/31/2015	750.00		13.44.551.00
Total US POSTAL SERVICE (1076):					1,500.00		
VAN METER INC. (141)							
S8581075.00	1	Invoice	LED LIGHTING	06/11/2015	1,798.00		01.41.614.06
S8657155.00	1	Invoice	LED LIGHTING	06/24/2015	115.88		01.41.614.06
S8724525.00	1	Invoice	LED LIGHTS	07/31/2015	28.71		01.41.614.06
Total VAN METER INC. (141):					1,942.59		
WEBER PAPER COMPANY (40)							
612735	1	Invoice	JANITOR SUPPLIES	07/23/2015	170.72		59.55.654.00
613467	1	Invoice	JANITOR SUPPLIES	07/30/2015	520.02		01.13.511.06
613476	1	Invoice	CONCESSION SUPPLIES	07/30/2015	27.50		59.55.652.05
613477	1	Invoice	COPY PAPER	07/30/2015	105.57		01.21.651.00
613477	2	Invoice	JANITOR SUPPLIES	07/30/2015	84.30		01.21.654.00
Total WEBER PAPER COMPANY (40):					908.11		
WHITE CONSTRUCTION CO., INC. (119359)							
080115	1	Invoice	PUBLIC WORKS JANITO	08/01/2015	110.00		01.41.511.01
Total WHITE CONSTRUCTION CO., INC. (119359):					110.00		
WUEBBEN, TIM (119934)							
080415	1	Invoice	NEW BUSINESS CARDS	08/04/2015	15.91		01.21.471.15
Total WUEBBEN, TIM (119934):					15.91		
XSTAMPER ONLINE (120163)							
070215	1	Invoice	NEW ADDRESS STAMP	07/02/2015	47.85		01.21.651.00
Total XSTAMPER ONLINE (120163):					47.85		
YETT, ANTHONY (119270)							
080415	1	Invoice	CORD FOR INTERVIEW R	08/04/2015	14.67		01.21.651.00
Total YETT, ANTHONY (119270):					14.67		
Grand Totals:					76,415.20		

Vendor number hash: 2707990
Vendor number hash - split: 3458536
Total number of invoices: 74
Total number of transactions: 124

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	76,415.20	76,415.20
Grand Totals:	76,415.20	76,415.20