



City of Galena, Illinois

AGENDA

REGULAR CITY COUNCIL MEETING

MONDAY, MAY 22, 2017

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

ITEM	DESCRIPTION
17C-0195.	Call to Order by Presiding Officer
17C-0196.	Roll Call
17C-0197.	Establishment of Quorum
17C-0198.	Pledge of Allegiance
17C-0199.	Reports of Standing Committees
17C-0200.	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
17C-0201.	Discussion and Possible Action on an Application by Nancy M. Anderson, DBA Nancy's Slots, 243 N. Main Street, for a Class A Liquor License	4-19
17C-0202.	Discussion and Possible Action on an Application for a Corporation Manager's Liquor License by Nancy M. Anderson, DBA Nancy's Slots, 243 N. Main Street	4-19

PUBLIC HEARINGS

None

CONSENT AGENDA CA17-10

ITEM	DESCRIPTION	PAGE
17C-0203.	Approval of the Minutes of the Regular City Council Meeting of May 8, 2017 and the Special Meeting of April 5, 2017	20-26

ITEM	DESCRIPTION	PAGE
17C-0204.	Approval of Agreement with IIW Engineers and Surveyors for Design of Water System Improvements for Park Avenue and US Highway 20	27-33
17C-0205.	Approval of Loan Certification Documents for 2007 Well 7 Well and Water Tower Loan	34-36
17C-0206.	Approval of a Request by the United Methodist Church H.O.P.E. Youth Group to Park Vehicles in the Lot Below the Gazette During Oktoberfest, Country Fair and the Halloween Parade	37

UNFINISHED BUSINESS

None.

NEW BUSINESS

ITEM	DESCRIPTION	PAGE
17C-0207.	Discussion and Possible Action on a Request by the Grape Escape for a Festival Permit for the Uptown Block Party and Music Festival, July 16, 2017	38-45
17C-0208.	Discussion and Possible Action on Zoning Calendar No. 17PD-01, a Request by the Galena-Jo Daviess County Historical Society and Museum for Preliminary Plan Approval and Rezoning Approval to Planned Unit Development/Medium Density Residential for a New Museum at 513 and 517 Bouthillier Street	46-73
17C-0209.	Discussion and Possible Action on Acceptance of a Donation from the Galena Kiwanis Club to Replace the Grant Park Playground Structure and Swings	74-76
17C-0210.	First Reading of an Ordinance Declaring Playground Equipment in Grant Park as Surplus Property	77-78
17C-0211.	Discussion and Possible Action on a Contract for Landscaping Around the Grant Park Fountain	79-89
17C-0212.	Discussion and Possible Action on a Contract for the Restoration of the Grant Park Pavilion	90-91
17C-0213.	Discussion and Possible Action on a Contract for a New Aerial Ladder Truck for the Fire Department	92-97
17C-0214.	Discussion and Possible Action on a Contract for the Construction of a Screening Structure for the Gateway Park Restroom	98-99

ITEM	DESCRIPTION	PAGE
17C-0215.	Discussion and Possible Action on Local Agency Agreement for State Participation for the Gear Street Project	100-104
17C-0216.	Warrants	105-112
17C-0217.	Alderspersons' Comments	
17C-0218.	City Administrator's Report	
17C-0219.	Mayor's Report	
17C-0220.	Motion for Executive Session Including: <ul style="list-style-type: none"> • Section 2 (c) (2) – Collective negotiating matters and deliberations concerning salary schedules. • Section 2 (c) (21) Review of Executive Session Minutes 	
17C-0221.	Discussion and Possible Action on Collective Bargaining Contract with the Teamsters Public Works Union	
17C-0222.	Adjournment	

CALENDAR INFORMATION

BOARD/COMMITTEE	DATE	TIME	PLACE
Historic Preservation Comm.	Thurs. June 1	6:30 P.M.	City Hall, 101 Green Street
City Council	Mon. June 12	6:30 P.M.	City Hall, 101 Green Street
Zoning Board of Appeals	Wed. June 14	6:30 P.M.	City Hall, 101 Green Street
Grant Park Committee	Fri. June 16	10:30 A.M.	City Hall, 101 Green Street

Please view the full City of Galena Calendar at www.cityofgalena.org.

Posted: Wednesday, May 18, 2017 at 3:30 p.m. Posted By:



311 N. Bench Street, Galena, IL 61036-1809

Chief of Police

Lori Huntington

(815) 777-2131

FAX (815) 777-4736

DATE: May 16, 2017

TO: Honorable Mayor Terry Renner & City Alderpersons

DATE: Chief Lori Huntington *LH-MRD*

RE: Application for Corporation Liquor License – Nancy M. Anderson, DBA Nancy’s Slots, 243 N. Main Street, Galena, and Corporation Manager’s License – Nancy M. Anderson.

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

CITY OF GALENA, ILLINOIS



Liquor License Application

New Application Renewal Application

Applicant Information:

Applicant Name: Anderson Nancy M
Last First M.I.

Address: 2305 N. LYMAN AVE. Freeport IL 61032
City State Zip

Phone #: 815-238-1874 Email Address: Circus-auto@hotmail.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 6-1-17, and ending 5-31-18, and hereby certifies to the following facts:

Business/Premise Information:

Application is for: Corporation Limited Liability Corporation Individual Partnership

Corporation/Business Name: Nancy's Slots, LLC

Doing Business As: Nancy's Slots

Name as it should appear on license: Nancy's Slots, LLC
(Must match State License)

Exact Address of Business: 243 W. Main St.

Phone #: 815-275-4246 Fax #: 815-232-5871

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

The applicant has been in business since: 04/2015

The renewal applicant has applied for and been granted:

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

Illinois Sales Tax #: _____ 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.): Gaming Parlor, Bar

How will employees be trained for liquor sales? In house Employee Handbook. Will also be trained at one of our other locations

The general description, including approximate square footage, of the premises or place of business which is to be operated under the proposed license: 800 sq ft. Open space with 5 video

slot machines, a redemption machine, an ATM, and a small counter for Alcohol Sales

(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 #
Nancy M. Anderson	2305 N. Lynn Ave.	Freeport IL 61032	8-8-63	815-238-1874

Manager Information (manager must complete manager application):

Name: Anderson Nancy M
Last First M.I.

Address: 2305 N. Lynn Ave Freeport IL 61032
City State Zip

Date of Birth: 8-8-63 Phone: 815-238-1874 E-Mail Address: Circus.auto@hotmail.com

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: Nancy M. Anderson

Nancy M. Anderson 5-16-17
Applicant's Signature Date

Subscribed and sworn to before me this 16th day of May, A.D. 2017.



Karen L. Gorsline 5-16-17
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.



Prepared for the City of Galena

Galena's Premier Gaming Café



Nancy's Slots
Proposed Layout



Galena's Premier Gaming Café



Exact design materials used may change depending on availability. Intention is to recreate this rendering as closely as possible.

Galena's Premier Gaming Café



Our Vision



- Our vision with Nancy's Slots is to strip everything out from the typical gaming experience that occurs in a bar setting; such as the loud noise and boisterous partying and replace it with the nicest design and most relaxed entertaining experience

Our Target Market



- Our target market ranges from young middle-aged adults to seniors who enjoy our concept. We intend to appeal to most of the adults who want to relax in a quiet and clean atmosphere. Whether you enjoy relaxing with your spouse or spending time with your best friends, Nancy's Slots delivers.

Galena's Premier Gaming Café "Key Points"



- Nancy's Slots will be an upscale gaming café catering to customers looking for a comfortable place to unwind and relax while enjoying a private gaming experience.
- Nancy's will have a luxurious environment complementing the history of Galena.

Galena's Premier Gaming Café "Key Points"



- Patrons can enjoy the finest, private gaming experience as well as a comfortable lounge area to enjoy fine imported wine or select seasonal varieties of craft beer.
- As a family owned establishment Nancy's will have a welcoming environment with a attention to customer service offering coffee and soft drinks free of charge to patrons.

Galena's Premier Gaming Cafe "Job Creation"



- Nancy's will hire locally trained community members to run the day-to-day operations of the establishment.
- The trained team members will be empowered with critical decision making ensuring Nancy's is always low key, comfortable and relaxing.

Galena's Premier Gaming Café "Job Creation"



- Nancy's will add a minimum of 6,205 work hours to Galena (Opening from 7:00am – 1:00am daily)
- Proposed hourly wage of \$12.00 - \$13.00
 - Bringing \$80,000 in wages to Galena

Taxable Revenue



- Nancy's projects to generate \$27,000 in additional annual tax revenue from gaming by attracting residents from nearby towns with an unparalleled product.
 - \$45,000 monthly gaming revenue
 - Municipality 5% share of \$2,250 per month

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 08 MAY 2017

17C-0176 – 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 08 May 2017.

17C-0177 – ROLL CALL

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

Absent: Fach (Arrived at 6:50 p.m.)

17C-0178 – ESTABLISHMENT OF QUORUM

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

17C-0179– PLEDGE OF ALLEGIANCE

The Pledge was recited.

17C-0180 - REPORTS OF STANDING COMMITTEE

Destination Marketing Organization – July 1st is the target date to go live. Chris Hamilton has agreed to the contract and things are moving along.

17C-0181 – PUBLIC COMMENTS

Rick Pariser, 113 S. High Street – Pariser again voiced concerns with the Norris Lane/Highway 20 intersection. Pariser recommended the City review the agreements between the city and the hospital to see who is obligated to make the necessary improvements. Pariser urged a council member to make a motion to place an item on a future agenda to get a report on how the project has evolved and what the agreements state.

SWEARING IN OF NEWLY ELECTED OFFICIALS

17C-0182 – SWEARING IN OF NEWLY ELECTED OFFICIALS

Mayor Renner swore in City Clerk, Mary Beth Hyde. City Clerk, Hyde, swore in Mayor Terry Renner, Alderpersons, Pam Bernstein, Jerry Kieffer and Todd Lincoln.

CONSENT AGENDA CA17-9

17C-0183 – APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF APRIL 24, 2017

17C-0184 – ACCEPTANCE OF MARCH 2017 FINANCIAL REPORT

17C-0185 – APPROVAL OF BA18-01 FOR DOWNTOWN SIDEWALKS, RETAINING WALL REPAIR, PAY AND DISPLAY MACHINE INSTALLATION, AND FIRE DEPARTMENT DRIVEWAY

17C-0186 – APPROVAL OF THE PURCHASE OF A NEW PUBLIC WORKS TRUCK FROM BIRD CHEVROLET FOR \$14,223 AND RELATED EQUIPMENT FROM HENDERSON TRUCK EQUIPMENT FOR \$34,036

Motion: Lincoln moved, seconded by Hahn, to approve Consent Agenda CA17-9 with the exception of item 17C-0186.

Discussion: None.

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

The motion carried.

NEW BUSINESS

17C-0186 – APPROVAL OF THE PURCHASE OF A NEW PUBLIC WORKS TRUCK FROM BIRD CHEVROLET FOR \$14,223 AND RELATED EQUIPMENT FROM HENDERSON TRUCK EQUIPMENT FOR \$34,036

The following bids were received:

Table 1. New 1-Ton Cab and Chassis

Dealership	Business Location	Make	Cost
Bird Chevrolet	Dubuque, IA	Chevy	\$14,223
Galena Chrysler	Galena, IL	Dodge	\$17,258
Runde Auto Group	East Dubuque, IL	Ford	\$19,460
Runde Auto Group	East Dubuque, IL	Chevy	\$20,181

Table 2. Equipment Costs for New Truck

Company	Business Location	Cost
Henderson Truck Equipment	Manchester, IA	\$34,036
Bonnell Industries	Dixon, IL	\$36,900
Monroe Truck Equipment	Monroe, WI	\$35,107

Motion: Lincoln moved, seconded by Bernstein, to approve the bid from Galena Chrysler in the amount of \$17,258 for the truck and the bid from Henderson Truck Equipment in the amount of \$34,036 for the equipment.

Discussion: Jim Rigdon, Public Works Director, advised Bird Chevrolet could no longer get a 2017 truck. Galena Chrysler has indicated they can still get a 2017. He recommended going with the bid from Galena Chrysler.

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

The motion carried.

17C-0187 – DISCUSSION AND POSSIBLE ACTION ON A LICENSE ALLOWING JOHN AND SANDRA SCHULTZ THE USE OF CITY-OWNED PROPERTY FOR CATTLE GRAZING

Motion: Bernstein moved, seconded by Westemeier, to approve a license allowing John and Sandra Schultz the use of city-owned property for cattle grazing.

Discussion: Council agreed it was a small amount of property. It will just enlarge the area they are currently using for grazing.

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

The motion carried.

(Fach arrived at 6:50 p.m.)

17C-0188– DISCUSSION AND POSSIBLE ACTION ON A DONATION OF .27 ACRES OF PROPERTY FROM JOHN AND SANDRA SCHULTZ TO THE CITY OF GALENA

Motion: Westemeier moved, seconded by Kieffer, to accept the donation of .27 acres of property from John and Sandra Schultz to the City of Galena.

Discussion: None.

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

The motion carried.

17C-0189– DISCUSSION AND POSSIBLE ACTION ON A LICENSE REQUEST BY NANCY MILLER, FOR 911 N. DIVISION STREET, TO CONSTRUCT A PORCH IN THE NORTH DIVISION STREET RIGHT-OF-WAY

Motion: Lincoln moved, seconded by Hahn, to approve the license request by Nancy Miller, for 911 N. Division Street, to construct a porch on the North Division Street right-of-way.

Discussion: None.

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

The motion carried.

17C-0190 – WARRANTS

Motion: Kieffer moved, seconded by Fach, to approve the Warrants as presented, 17C-0190.

Discussion: None.

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

The motion carried.

17C-0191 – ALDERPERSONS’ COMMENTS

Citizens Academy – Bernstein thanked the Police Department for hosting the Citizens Academy. It was very informative, well planned and provided very useful information on a variety of topics.

Pedestrian Sign – Fach advised Savannah, Illinois has a pedestrian sign in the center of the street on Main Street. It is a rubber-based sign. He has examined the spot at Prospect and

Highway 20 and advised there is 3.5-foot island at the point of the crossing. He feels it would be a perfect place to have a pedestrian sign. He hopes the City Council will agree to take action on that issue.

17C-0192 – CITY ADMINISTRATOR’S REPORT

Pedestrian Sign – Moran advised staff has made an inquiry to the Department of Transportation to see what our options would be. He will report back.

Deer Survey – The deer survey results are in. The results have been emailed to the City Council and Deer Committee members. The Deer Committee will be meeting on May 16th to review the results and read some of the more than 300 written comments. The City received 686 surveys back out of the 2000 that were sent out.

Gateway Park – Moran advised the bids for the screening enclosure at Gateway Park are due back next week.

17C-0193 – MAYOR’S REPORT

Mayor Renner thanked Pam Bernstein for attending the Citizens Academy as well as staff who stayed late last week for lesson signup. He thanked the Public Works Department for their hard work in getting the pool up and running. Everything is moving ahead and he is looking forward to a good summer.

17C-0194 – MOTION FOR EXECUTIVE SESSION

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

- Collective negotiating matters and deliberations concerning salary schedules, Section 2 (c) (2)
- Pending, probable or imminent litigation, Section 2 (c) (11)
- 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 7:00 p.m.

The meeting reconvened at 7:28 p.m.

17C-0194– DISCUSSION AND POSSIBLE ACTION ON COLLECTIVE BARGAINING CONTRACT WITH THE TEAMSTERS PUBLIC WORKS UNION

Motion: Hahn moved, seconded by Kieffer, to postpone item 17C-0194 indefinitely.

Discussion: None.

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

The motion carried.

17C-0195 - ADJOURNMENT

Motion: Hahn moved, seconded by Kieffer, to adjourn.

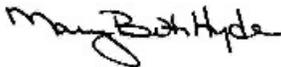
Discussion: None.

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

The motion carried.

The meeting adjourned at 7:29 p.m.

Respectfully submitted,



Mary Beth Hyde, MMC
City Clerk

MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF 05 APRIL 2017

17C-B001 – CALL TO ORDER

Mayor Terry Renner called the special meeting to order at 5:00 p.m. in the Board Chambers at 101 Green Street on 21 March 2016.

17C-B002 – ROLL CALL

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

Absent: Lincoln (Arrived at 5:13 p.m.)

17C-B003 – ESTABLISHMENT OF QUORUM

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

17C-B004 – PLEDGE OF ALLEGIANCE

The Pledge was recited.

NEW BUSINESS

17C-B005 – REVIEW OF PROPOSED FY 2017-18 OPERATING BUDGET

Mark Moran, City Administrator, gave a brief PowerPoint presentation and overview of the proposed Fiscal Year 2017-2018 Operating Budget highlighting the following:

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

Moran presented the following list of pending considerations:

1. Water Tower Painting (\$100,000)
2. Other Capital Projects ?
3. West Street Sewer (\$23,000)
4. Galena River Watershed Sampling Project (\$6,500)
5. Wayfinding Project (\$26,500)
6. TCEDA (\$5,000)

Discussion: Bernstein would like to see the city fund the water sampling project. The league has done a lot of work bringing us this far. Renner doesn't mind helping but feels there are other groups that can contribute.

Westemeier feels the water tower should be a priority this year. Council agreed. Westemeier was also in favor the West Street sewer as it will bring on two more houses.

Lincoln stated he would like to see TCEDA get in the budget as well. Any extra for economic development would be nice.

Fach agrees the City should contribute something to the watershed project as well as engineering for Spring Street. Fach recommended the City ask that the water be put on both sides of the highway like the sewer.

Fach recommended putting \$5,000 toward the skateboard park for sandblasting and repainting. He also recommended adding \$2,500 for the spring on the bike trail.

17C-B006 – REVIEW OF BUDGET PROCESS SCHEDULE

Moran presented an outline of the proposed budget schedule. The public hearing has been set for April 10, 2017 with a second work session scheduled for April 17th if necessary.

17C-B007 - ADJOURNMENT

Motion: Hahn moved, seconded by Kieffer, to adjourn.

Discussion: None.

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

The motion carried.

The meeting adjourned at 6:06 p.m.

Respectfully submitted,



Mary Beth Hyde
City Clerk

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council
FROM: Andy Lewis, City Engineer *A. Lewis*
DATE: 15 May 2017
RE: Water System Improvements – Park Avenue and HW20
Approval of Engineering Services Agreement

Last year, IIW Engineers completed a water system study for the east side of Galena. The study investigated the water system in order to maintain minimum fire flow requirements. At present, the east side is supplied by three wells on the west side of Galena and the study considered the option of installing a new well at the in-ground reservoir at Horseshoe Mound as well as other improvements to the water system.

The final report recommended a number of improvements, the top two being the upgrade of the undersized watermain in Park Avenue between Johnson and Adams Street and HW20 between Park and Third Street also including Fourth Street between HW20 and Bouthillier Street. Earlier this year IIW Engineers gave us a proposal to complete the planning and design of these two area for a total cost of \$42,963. This amount was included in this year's budget.

We are now in a position to move forward with this project and I request the city council approves the attached engineering services agreement with IIW Engineers for a total cost of \$42,963.

February 9, 2017

Mr. Andy Lewis, P.E., City Engineer
 Mr. Matt Oldenburg, Deputy City Engineer
 City of Galena
 101 Green Street
 Galena, IL 61036

**Re: Proposal for Professional Services
 Water System Improvements 2018
 IIW Project No: 17054**

Dear Andy and Matt:

We thank you for inviting IIW, P.C. to submit this proposal to provide professional services for the above project. We are excited about the opportunity to work together with you to bring about the successful completion of the water system improvements.

PROJECT BACKGROUND AND APPROACH

In 2015, IIW assisted the City of Galena with a study of the City's water system. Fire flow deficiencies were identified and several potential improvement projects, to be implemented over a 3 to 8 year time-span, were recommended to help mitigate the deficiencies, improve the reliability of the system, and strengthen the fire protection capabilities on the east side of the Galena River.

Two of the four recommended distribution system improvement projects that predicted the greatest amount of success involve increasing the size of water mains in two locations. The first is located over an approximate 7 block length of Park Avenue from Bouthillier to Adams Streets. The second is in a 1 block section of US Highway 20, from 3rd to 4th Streets.

IIW proposes to provide the technical services necessary to bring about the successful implementation of the recommended improvements. We have met with the two of you and understand the various parameters and requirement of the two identified projects. We have the expertise, availability, and experience to perform the necessary services, in compliment to the services that will be performed by City staff. It is our intention to optimize the resources of both IIW and the City of Galena to bring about the completion of the project design for the least cost to the City. Therefore, IIW's services would only be needed to develop that design and the construction plans, specifications, and contract documents for City staff to take to bidding and then oversee construction.

SCOPE OF SERVICES

The following list of services will be provided by or under the direct personal supervision of a Professional Engineer licensed to practice in the State of Illinois.

A. Data Collection

1. Perform topographic survey within the pavement area of the project site as defined above and outside of the pavement area in only the fire hydrant locations to provide for hydrant replacements. Included shall be surface features as well as subsurface features that can be readily identified and obtained through surface level observations. The Owner shall provide traffic control flaggers while subsurface data collection is performed within the US 20 right-of-way (ROW).

www.iiwengr.com

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

Dennis F. Waugh, PE/SE*
 Charles A. Cate, PE **
 Gary D. Sejkora, PE **
 Michael A. Jansen, PE/SE
 Timothy J. Tranel, PE*
 John F. Wandsnider, PE
 Julie P. Neebel, PE
 James P. Kaune, PE
 Thomas J. Oster, PLS **
 Wray A. Childers, PLS **
 Geoffry T. Blandin, PE
 Mark C. Jobgen, PE **
 Lauren N. Ray, PE/SE
 Cody T. Austin, PE*
 Marc D. Ruden, PE
 Mark R. Fassbinder, AIA*
 Michael A. Ruden, NCARB/AIA*
 Craig J. Elskamp, AIA
 Eric J. Helminiak, PE/SE*
 Jeffrey J. Brandt, PLS
 Craig L. Geiser, PLS
 Adam J. Moris, PE
 David A. Leapaldt, AIA, CID*
 Nathan W. Miller, PE
 Damian D. Baumhover, NCARB/AIA
 Nicholas A. Schneider, PE
 Christian J. Hendrie, AIA
 Eldon M. Schneider, PE
 Whitney A. Loughheed, AIA*
 Jessica L. Olson, NCARB/AIA*
 Patrick R. Ready, PE
 Nicholas M. Rettenberger, AIA
 Christopher A. Becklin, PE
 Courtney E. Wand, PE
 George Kyiamah, PE
 Jonathan H. Lutz, PE

* LEED AP

** Retired

2. Show location of existing utilities as indicated in available records and as provided by utility companies and JULIE utility locating one-call system. Locates will be coordinated with topographic survey.
3. Create topographic base map showing existing surface and subsurface features for use in making design decisions, calculations, determinations, judgments, and for use in drafting plan drawings.

B. Final Design and Contract Documents Preparation

1. Using knowledge and information gained through survey and discussions with city staff, complete design calculations and layout water system horizontally (plan view) including final placement of fire hydrants and valves.
2. Perform design calculations, determinations, set elevations and layout water system vertically (profile view). Identify potential vertical conflicts with utilities and avoid, if possible.
3. Make final selections of materials, classes, types, and sizes for water system improvements.
4. Prepare final design construction plan drawings of the water system layout as necessary to identify and quantify the various items necessary for construction of the project.
5. Prepare construction specifications in accordance with City of Galena and State of Illinois EPA requirements.
6. Perform a detailed quantity take-off of water system-related construction items from the final plans and establish a list of construction items and quantities.
7. Identify anticipated unit costs for the various items associated with water system construction and calculate an estimate of probable cost.
8. Complete EPA construction permit application forms (permit fee to be paid by the Owner), as required. The Owner will perform all correspondence with the DOT for work in US 20 ROW.
9. Submit drawings, specifications, and completed permit application forms, as appropriate, to the EPA for permits, as required.
10. To assist the EPA in the review process, it is anticipated that one on-site meeting may be required.
11. Prepare the form of contract and bidding documents, information for bidders, bid form, bid bond form, improvement contract, payment and performance bonds, general contract conditions, supplemental general contract conditions, and special contract provisions. All contract documents should be reviewed by the Owner's legal counsel.
12. Submit contract documents and statement of probable cost to the Owner and request Owner's approval.
13. Attend up to two (2) meetings with the owner for plan review and approval; one at the 60%-completion stage and one at final completion (Public Hearing).

C. Extra Services

Services other than those listed above may be required of the Engineer by the Owner. All services not specifically listed above are classified as extra services. The extra services offered by the Engineer include, but are not limited to, the following:

1. Preparation of applications and supporting documents for private or governmental grants, loans or advances in connection with the project.
2. Services resulting from significant changes in the general scope, extent or character of the project.
3. Services necessitated by out-of-town travel required of the Engineer other than visits to the project site or the offices of the Owner.
4. Providing any type of land/property surveys, research, preparation of plats and descriptions or related services needed for the transfer of interests in real property and acquiring easements.
5. Permit or license application services other than what is listed above.
6. Providing Bidding Phase Services.
7. Providing Construction Phase Services, either administrative or on-site.

Proposal for City of Galena Water System Improvements 2018
 February 9, 2017
 Page 3 of 6

OWNER’S RESPONSIBILITIES

The Owner shall do the following in a timely manner so as not to delay the services of Engineer:

1. Provide all available mapping and GIS information relevant to this project.
2. Designate a person to act as Owner’s representative with respect to the services to be rendered under this agreement. Such person shall have complete authority to transmit instructions, receive information, interpret, and define Owner’s policies and decisions with respect to Engineer’s services for the project.

PROJECT SCHEDULE

Upon authorization from the Galena City Council and the City Engineer, the data collection, design, contract documents preparation, and permit applications will be completed within a time frame of 2 months.

COMPENSATION

The Owner shall compensate the Engineer for the services described in Items A and B of the above Scope of Services on a monthly basis according to the progress of the project as follows:

Park Avenue project - a Lump Sum Fee of \$36,826.00 (thirty-six thousand eight hundred twenty-six dollars and zero cents)
US Highway 20 project - a Lump Sum Fee of \$6,137.00 (six thousand one hundred thirty-seven dollars and zero cents)

These fees are based on the following breakdown:

	Park Avenue	US 20
Topographic Survey	\$11,481	\$1,913
Topographic Mapping	4,592	765
Water System Design	4,951	825
Plan Preparation	6,103	1,017
Specifications and Contract Documents	2,544	424
Cost Estimate	1,913	319
Permit Applications	1,882	314
Meetings with Owner	<u>3,360</u>	<u>560</u>
Total	\$36,826	\$6,137

A discount of \$2,500 can be applied if the service for both the Park Avenue and the US Highway 20 projects can be performed simultaneously. With the discount this would put the total compensation for both projects together at \$40,463.00 (forty thousand four hundred sixty-three dollars and zero cents).

Compensation is conditioned on the time to complete the services referenced above. Should the time to complete the services be extended beyond this period due to reasons not the fault of and beyond the control of the Engineer, the total compensation to the Engineer may be appropriately adjusted.

Compensation for Part C Extra Services of the above Scope of Services shall be based on the time required at the current rate schedule or a lump sum fee to be established and approved prior to performing extra services. The standard hourly rates shall be adjusted on an annual basis to reflect equitable changes to various cost components on December 31st of each year.

Proposal for City of Galena Water System Improvements 2018
February 9, 2017
Page 4 of 6

GENERAL TERMS AND CONDITIONS

General Terms and Conditions are included as a part of this Proposal. In addition to the conditions listed below, the City of Galena shall be owners of all documents including calculations, computer files, and drawings prepared by the Consultant for use in this Project. If the services and fees defined in this Proposal are acceptable, please return one signed copy to our office.

Please do not hesitate to call if you have any questions.

Sincerely,
IIW, P.C.



Patrick R. Ready, P.E.
Director of Engineering Operations



James D. Bousley, E.I.
Dept. Coordinator/Municipal Engineer



John F. Wandsnider, P.E.
Project Manager

The City of Galena, Illinois, hereby accepts this Proposal and General Terms and Conditions and authorizes the work.

- Park Avenue Project
- US Highway 20 Project

Authorized Signature

Date



IIW, P.C.

THE FOLLOWING GENERAL TERMS AND CONDITIONS SHALL APPLY TO THE ATTACHED AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN IIW, P.C., HEREIN REFERRED TO AS THE CONSULTANT, AND THE CLIENT IDENTIFIED IN THE ATTACHED AGREEMENT.

General Terms and Conditions

The Client shall provide all criteria and full information with regard to his or her requirements for the Project, and shall designate a person to act with authority on his or her behalf with respect to all aspects of the Project. This shall include, but not be limited to, review and approval of design issues in the schematic design phase, design development phase, and contract documents phase. These approvals shall include an authorization to proceed to the next phase.

Services beyond those outlined in the proposal may be required or be required as a result of unforeseen circumstances. The Consultant under terms mutually agreed upon by the Client and the Consultant may provide these services.

For the scope of services agreed upon, the Client agrees to pay the Consultant the compensation as stated. Invoices for the Consultant's services shall be submitted, at the Consultant's option, either upon completion of any phase of service or on a monthly basis. Invoices shall be payable when rendered and shall be considered past due if not paid within 30 days after the invoice date. A service charge will be charged at the rate of 1.5% (18% true annual rate) per month or the maximum allowed by law on the then outstanding balance of Past Due accounts. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

The Consultant shall secure and endeavor to maintain professional liability insurance, commercial general liability insurance, and automobile liability insurance to protect the Consultant from claims for negligence, bodily injury, death, or property damage which may arise out of the performance of the Consultant's services under this Agreement, and from claims under the Worker's Compensation Acts. The Consultant shall, if requested in writing, issue a certificate confirming such insurance to the Client.

The Client and the Consultant each agree to indemnify and hold the other harmless, and their respective officers, employees, agents, and representatives, from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of Client and Consultant, they shall be borne by each party in proportion to its negligence.

In recognition of the relative risks, rewards and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by the law, the Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this Agreement, from any cause or causes, shall not exceed the amount of the Consultant's fee or other amount agreed upon. Such causes include, but are not limited to, the Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Neither party shall be deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

The Client and Consultant agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association effective as of the date of this agreement.

All documents including calculations, computer files, drawings, and specifications prepared by the Consultant pursuant to this Agreement are instruments of professional service intended for the one time use in construction of this project. They are and shall remain the property of the Consultant. Any re-use without written approval or adaptation by the Consultant shall be at the Client's sole risk and the Client agrees to indemnify and hold the Consultant harmless from all claims, damages, and expenses, including attorney's fees, arising out of such reuse of documents by the Client and by others acting through the Client.

Copies of documents that may be relied upon by the Client are limited to the printed copies (also known as hard copies) that are signed or sealed by the Consultant. Files in electronic media format or text, data, graphic, or of other types that are furnished by the Consultant to the Client are only for convenience of the Client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, the Consultant makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by the Consultant at the beginning of this project.

The delivery of electronic information to Contractors is for the benefit of the Owner for whom the design services have been performed. Nothing in the transfer should be construed to provide any right of the Contractor to rely on the information provided or that the use of the electronic information implies the review and approval by the Design Professional of the information. Electronic information is drawings, data, modeled data, or computational models. It is our professional opinion that this electronic information provides design information current as of the date of its release. Any use of this information is at the sole risk and liability of the user who is also responsible for updating the information to reflect any changes in the design following the preparation date of this information. The transfer of electronic information is subject to the approval of the Design Professional. Depending upon the type of information requested, and the format, a fee may be required for acquisition of the data, payable to the Design Professional. Contractors are required to submit a request in writing to the Design Professional indicating the type and format of the information requested. The Design Professional will make a reasonable effort to determine whether or not the information can be provided as requested, and the fee for providing the information.



IIW, P.C.

If this Agreement provides for any construction phase services by the Consultant, it is understood that the Contractor, not the Consultant, its agents, employees, or sub-consultants, is responsible for the construction of the project, and that the Consultant is not responsible for the acts or omissions of any contractor, subcontractor, or material supplier; for safety precautions, programs, or enforcement; or for construction means, methods, techniques, sequences, and procedures employed by the Contractor.

When included in the Consultant's scope of services, opinions of probable construction cost are prepared on the basis of the Consultant's experience and qualifications and represent the Consultant's judgment as a professional generally familiar with the industry. However, since the Consultant has no control over the cost of labor, materials, equipment, or services furnished by others; over contractor's methods of determining prices, or over competitive bidding or market conditions, the Consultant cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from the Consultant's opinions of probable construction cost.

The Client and the Consultant each binds himself or herself, partners, successors, executors, administrators, assigns, and legal representative to the other party of this Agreement and to the partners, successors, executors, administrators, assigns, and legal representative of such other party in respect to all covenants, agreements, and obligations of this Agreement.

Neither the Client nor the Consultant shall assign, sublet or transfer any rights under or interest in (including but without limitations, monies that may be due or monies that are due) this Agreement, without the written consent of the other, except as stated in the paragraph above, and except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assigner from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent the Consultant from employing such independent consultants, associates, and sub-contractors, as he or she may deem appropriate to assist in the performance of services hereunder.

It is acknowledged by both parties that the Consultant's scope of services does not include any services related to the presence at the site of asbestos, PCB's, petroleum, hazardous waste, or radioactive materials. The Client acknowledges that the Consultant is performing professional services for the Client and the Consultant is not and shall not be required to become an "arranger", "operator", "generator", or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA).

The Client may terminate this Agreement with seven days (7) prior written notice to the Consultant for convenience or cause. The Consultant may terminate this Agreement for cause with seven (7) days prior written notice to the Client. The Client is obligated to pay for all services rendered up to the date the Consultant receives the written notice of intent to terminate. Failure of the Client to make payments when due shall be cause for suspension of services or ultimately termination, unless and until the Consultant has been paid in all full amounts due for services, expenses, and other related charges.

This Agreement supersedes all terms and conditions contained on a purchase order typically procuring products. It is understood by both parties upon execution of this agreement that if a purchase order is issued, it is for accounting purposes only. Purchase order terms and conditions are void and are not a part of our agreement.

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: May 17, 2017

RE: EPA Loan Documents

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

I was recently notified by the Illinois EPA that the agency is working through a backlog of loans that have not been issued final loan amendments. The loan issued to the City in 2007 for the Industrial Park well and water tower project is one of the loans requiring additional documentation. The documentation will allow the final loan amendment to be completed by the EPA and for the EPA to de-obligate any undisbursed funds. For clarification, this was a process to be initiated by the EPA and not the City of Galena.

I am attaching a letter certifying that all bills have been paid for the 2007 project and a second certification that assures the EPA that City is appropriately operating and maintaining the facility. I have confirmed with operator Jeff Saylor that the certification statements are accurate.

I recommend that you approve the execution of the two documents for the loan amendment process.

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



RE: City of Galena Well #7 and Storage Site

L17-1944

May 22, 2017

Ellen Perry
Illinois Environmental Protection Agency
Bureau of Water
Infrastructure Financial Assistance Section
1021 North Grand Avenue East
Springfield, Illinois 62794-9276

Dear Ms. Perry:

I hereby certify that all bills in connection with this loan project have been paid, and that final lien waivers from the prime contractor(s) are on file in our office.

The City of Galena hereby releases and discharges the State of Illinois, its officers, agents and employees from all liabilities, obligations and claims arising out of the project work or under this loan.

Mayor Terry Renner

Date

Certificate Regarding O & M

Whereas, under the provisions of the State Revolving Loan Fund Regulations, it is required that the Mayor and City Council of the City of Galena, the governing body, provide assurance of efficient operation and maintenance of the public water supply facilities proposed under project L17-1944.

Therefore, be it resolved by the Mayor and City Council of the City of Galena, the governing body, hereby certifies that it has a properly certified operator and that the following training and documents have been provided for the operation and maintenance of the equipment and/or process units included in the project, and that applicable documents are available for Agency review;

1. Training pertaining to the proper operation and maintenance of the equipment and process units included in the project.
2. An operation and maintenance reference library which includes, but is not limited to, the following:
 - a. Manufacturer’s literature, shop drawings and warranties, as well as a maintenance schedule for the equipment and process units included in the project;
 - b. The plans of record with valve indices for the equipment and process units included in the project.
3. Training pertaining to the general operation of public water facilities or distribution systems, consisting of an operator self-study course such as Water Treatment Plant Operations, Volumes I and II, or Small Water System Operation and Maintenance, or Water Distribution System Operation and Maintenance, California State University, Sacramento.

Mayor Terry Renner

Date



**GALENA
UNITED METHODIST CHURCH**
125 S. BENCH ST.
GALENA, IL 61036
815-777-0192
www.galenaumc.org

May 1, 2017

City of Galena
101 Green St.
Galena, IL 61036

Dear Mayor and City Council:

I am writing to request that the Galena United Methodist Church H.O.P.E. Youth Group be allowed to park, for fundraising purposes, the lower parking lot below the Galena Gazette during Oktoberfest, County Fair and the Halloween Parade weekend in 2017. We already park the Gazette lot, and it would be wonderful to add more spaces.

The funds are used for a youth mission trip each summer.

Thank you for your consideration.

Sincerely,

Rev. Patricia Allen-Stewart

Galena United Methodist Church
125 S. Bench St.
Galena, IL 61036

Mark Moran

From: Miss Kitty Sintini <wine@grapeescapegalena.com>
Sent: Tuesday, May 09, 2017 4:39 PM
To: Mark Moran
Subject: Uptown Galena Block Party Festival Request
Attachments: ItinerantMerchantApplication-UptownBlockParty2017.pdf; FleaMarketFairFestival1014-UptownBlockParty2017.pdf; MusicFestival2017.jpg

Follow Up Flag: Follow Up
Due By: Tuesday, May 09, 2017 5:13 PM
Flag Status: Flagged

Dear Galena City Council,

I would like to host the Uptown Galena Block Party again this year on Sunday, July 16, 2017. Please accept my formal request to block traffic on Main St. and approve the festival permit during tonight's council meeting. Businesses, locals, and tourists alike have expressed enthusiasm and hope for a return of the event this year. Additionally, we will be continuing our beneficiary as The Workshop of Galena.

Uptown Galena Block Party and Music Festival

Date: Sunday, July 16, 2017
Time: Noon – 7pm posted with the flexibility to extend the live music up to 8pm for scheduling conflict due to rain or equipment failure.
Street closure requested from 9am to 9pm to compensate for set up and clean up times.
Where: Main St. between Diagonal and Franklin Streets (see attached)
Cost: FREE!

Amplified Music

The festival will consist of five bands playing amplified music on a stage at Main and Franklin Streets with open alcohol consumption from participating bars to Diagonal St./Fried Green Tomatoes. Partitioning and street closure to be provided by the Galena Police Dept. per Chief Huntington.

Vendor Space

Up to ten regional vendor booths and one kids' activities center will be included in addition to stage and tenting for inclement weather. Sponsorships and vendors will cover the cost for the event: tents, bands, insurance, security, etc. Commemorative mugs for sale to drink outdoors will also add to the event revenues with the ultimate goal of raising a sizable donation to The Workshop.

Open Alcohol Consumption

Upon approval, businesses with liquor licenses within the festival boundaries will be allowed to sell alcohol for consumption in the festival area. These include:

- The Grape Escape
- The Gold Room
- Cannova's
- Durty Gurts

Galena Brewery
Gobbies
Fried Green Tomatoes

All beverages to consumed outside will be in festival cups and by people that have been I.D.'d and wearing "Over 21" wrist-lets commonly observed at outdoor festivals. Other, non alcoholic beverages will be served in plastic cups and water bottles.

Restroom Facilities

To be provided by participating businesses, but two extra porta-potties will also be available.

Thank you so very much for your consideration.

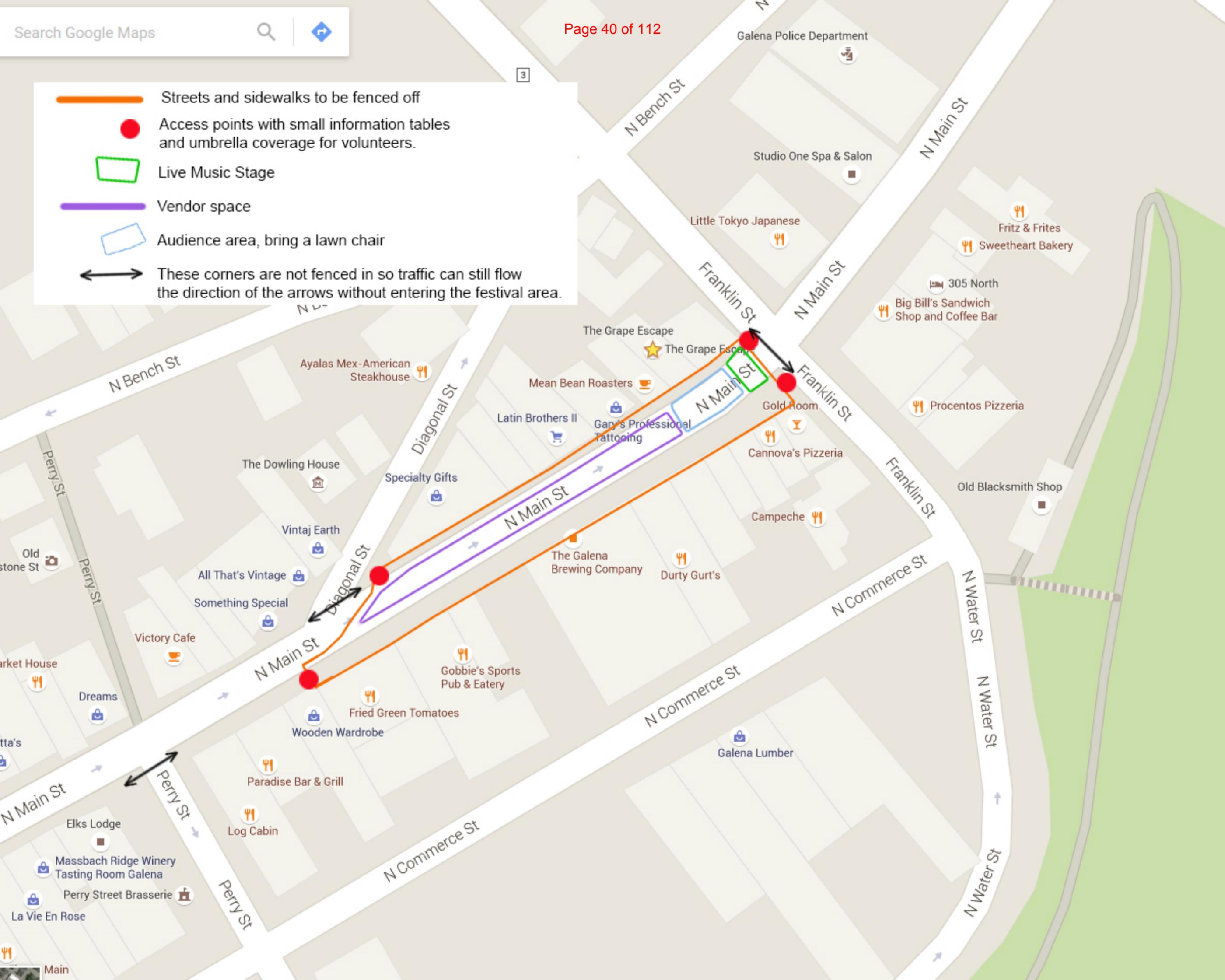
Sincerely,

Catherine Kouzmanoff

Owner, The Grape Escape
242 N. Main St., Galena, IL 61036
(779) 214-0003 bar
(815) 238-8651 cell

wine@GrapeEscapeGalena.com

-  Streets and sidewalks to be fenced off
-  Access points with small information tables and umbrella coverage for volunteers.
-  Live Music Stage
-  Vendor space
-  Audience area, bring a lawn chair
-  These corners are not fenced in so traffic can still flow the direction of the arrows without entering the festival area.



CITY OF GALENA, ILLINOIS



Flea Market, Fair, or Festival

- Flea Market:** A vendor or group of vendors, each being charged a display fee, collected in a single location for a period of not more than 48 consecutive hours.
- Fair:** A gathering for competition, or exhibition of various products, often with amusement and educational displays.
- Festival:** A collection games, activities, sales booths, etc.

Licensing Requirements

1. All flea markets, fairs, and festivals must be organized and sponsored by a nonprofit organization.
2. Flea market licenses should be limited to the following events:
 - a. The Art Fair
 - b. Country Fair
 - c. Antique Town Rods
 - d. Turner Hall Flea Market
 - e. Coatsworth Flea Market
 - f. Historical Society Ice Cream Social
 - g. Fourth of July Celebration
 - h. Relay for Life
 - i. Other events not to exceed a total of ten per calendar year, including (a) through (g) above.
3. Said Organization shall make application for said flea market or festival at least 30 days in advance of the event. Event license fees must be paid at the time of the application. The application shall include the name of the event coordinator who can be contacted with any questions or problems. Said organization shall be responsible for obtaining all necessary license application paper for all individual vendors at said event within sufficient time to allow the required ten days application period for the vendor. If a majority of vendor license applications are not received in the office of the City Clerk at least ten days previous to the event, said event license shall be revoked, and said event shall not occur. Said revocation shall be subject to hearing as per Code of Ordinance.
4. Event licensing fees shall be **\$50 per day** of said event.
5. License must be conspicuously posted. The approved license for the event must be posted in a conspicuous place at or near the main entrance to the event. Said license shall be in plain view at all time the event is taking place. All vendor permits must be displayed in plain view at each individual vendor's area.

Event Name: Uptown Galena Block Party

Event Location: On N. Main St. between Diagonal and Franklin St.s

Name of organization sponsoring event: The Grape Escape

Event Coordinator: Kouzmanoff, Catherine A

Address of Organization: 242 N. Main St., Galena, IL 61036

Not for Profit # (copy must be attached): To be provided by The Workshop

IL Sales Tax # (copy must be attached): 3751-2978

Articles to be sold: Regional product vendor booths

of Vendors: 10 # of Lunch Stands: 0

Date of Event: July 16, 2017

Time event begins: 12pm Time event ends: 8pm

A copy of the City of Galena Ordinance (Section 110.36) regulating Flea Markets, Fairs and Festivals can be obtained at City Hall or by visiting our website at www.cityofgalena.org. Please take a moment to read and familiarize yourself with these regulations. Non-compliance with any of the provisions of this Ordinance may result in the immediate suspension and/or revocation of your permit and subject you to the penalty provisions contained therein. State Auction guidelines are also available at City Hall.

 05/09/2017
Applicant's Signature Date

City of Galena Use Only

Mayor's Signature or Designee Date

Police Chief's Signature or Designee Date



SPECIAL EVENTS CLEANUP and RECYCLING POLICY

CLEANUP/DAMAGE DEPOSIT

The event sponsor is responsible for cleanup of the site. If the event is held on city property and food and/or beverage is served, the sponsor must provide a cleanup and **damage deposit of \$250**. This deposit or portions thereof may be retained to cover additional cleanup costs or damage to public property or loss or damage to city equipment. The City Administrator may waive or modify this requirement based on the circumstances of the individual event. Damages exceeding the amount of the deposit will be billed directly to the sponsor.

RECYCLING AND WASTE MANAGEMENT

The event sponsor must provide trash receptacles to be located in the immediate area where food and beverages are to be sold. All litter is to be picked up and removed by the sponsor. If the event is held on city property, the sponsor is responsible for the removal of all trash from the event area, including the trash in existing city-owned receptacles in the area. Trash receptacles must be emptied when full during the event. The grounds must be completely picked up and all trash receptacles must be emptied not later than the day following the event. All beverages must be served in paper or plastic containers that bear the recycling #1-7, which are the plastics that are recyclable in Galena. Styrofoam cups and glass bottles are prohibited.



Recycling of plastic, glass, paper and cardboard is mandatory at all events. Special Event Portable Recycling Units are required and available for use during the event. The units may be obtained from the City of Galena (City Hall) and are included as part of the permit fee. These units help reduce recyclable waste at community events. The recycling bins are easy to transport and assemble.

Tips for packaging recyclable materials for collection:

Corrugated cardboard – break down and flatten all empty corrugated boxes. Place them on a pallet behind your booth or at designated collection point.

Co-mingled materials – includes all beverage bottles, containers, and clean paper and cardboard. Set out clearly labeled “recycling” bins throughout event area for patrons to recycle bottles and cans. Service bins regularly; collect filled liners; and place them into a larger trailer or dumpster away from main event area.

CITY OF GALENA, ILLINOIS



Itinerant Merchants & Itinerant Vendor Application

Itinerant Merchant: Any person who is engaged temporarily in the sale of goods, wares or merchandise, either in new or used, who, for the purpose of conduction such business, occupies or uses any convention center or any other location within the municipal limits for periods of fewer than five days at a single location to display or sell such goods. Exceptions to this are individuals conducting not more than two garage sales per year on private residential property.

Itinerant Vendor: Any person who transports tangible personal property for display or sale at a convention center or any other location within the municipal limits who does not maintain an established office, distribution house, sales house, warehouse, service center or residence from which the business is conducted.

Please note:

1. Permit can only be issued in connection with sales offered as a part of a dully licensed fair, festival, or flea market.
2. The agent of the duly licensed fair, festival, or flea market event shall provide the City Clerk with the completed applications and forms of each vendor which participates in the event at least ten (10) days prior to said event. License fee shall be paid by the itinerant vendor or itinerant merchant at the time of the application. Applications without all required information will not be processed.
3. If the application is a partnership, each partner, principal, or member thereof both individuals must complete the application. If the application is a corporation, the application shall contain the information for principal officer and the registered agent thereof. If more room is needed, use separate sheet of the reverse side of this application.
4. The fee for an Itinerant Merchant or Vendor License shall be twenty-five dollars (\$25.00). A license shall not be valid for more than seventy-two (72) hours.
5. **Out-of-State Businesses or Non-Licensed Illinois Business:** All Out-of-State or Non-Licensed Illinois Businesses will be required to submit a Special Event Tax Collection Report and Payment Coupon (Form IDOR-6-SETR) within ten (10) days of the close of the event to the Illinois Department of Revenue, Collection Bureau, PO Box 19035, Springfield, IL 62794-9035. **This form will be provided to you by your event sponsor.** Any questions with regard to this form or submission of the tax should be directed to Rev.SpecialEvents@Illinois.gov or by calling 1.847.294.4475.
6. **Illinois Licensed Business:** If you are an Illinois licensed business and have a current Illinois Business Tax Number and have added Galena, Illinois as one of your listed changing locations, you are not required to submit the IDOR-6-SETR form. If you would like to add Galena as a changing location,

please contact the Special Events Coordinator at Rev.SpecialEvents@Illinois.gov or by calling 1.847.294.4475 and they will assist you in adding this to your registration at no charge to you.

- 7. Each vendor shall post in a conspicuous location at the vendor's location booth the license issued by the City of Galena for said vendor to participate in the duly licensed fair, festival, or flea market. This license shall be posted throughout the duration of the event for which the license was obtained.

Event Name: Uptown Galena Block Party

Event Location: On N. Main St. between Diagonal and Franklin St.s

Date of Event: July 16, 2017

Business Name: The Grape Escape

Articles to be sold: Travel Cups

Individual Partnership Not-for-profit

Name: Kouzmanoff, Catherine A

Last

First

M.I.

Address: 219 S. Prospect St., Galena, IL 61036

City

State

Zip

Date of Birth: 12-08-1970 Phone #: 815-238-8651

Driver's License: K255-1217-0949 IL Sales Tax Id #: 3751-2978

(Illinois Registered Business Only)

In the event, any statement contained in this application is not true; any license granted pursuant herein may be immediately suspended and/or revoked.


Applicant's Signature

05/09/2017

Date

City of Galena Use Only

Mayor's Signature or Designee Date

Police Chief's Signature or Designee Date

MEMO

To: Mayor Renner, City Council & City Administrator
From: Matt Oldenburg, Zoning Administrator
Date: May 16, 2017

RE: Cal. No. 17PD-01, Applicant: Galena-Jo Daviess County Historical Society & Museum, 211 South Bench Street, Galena, IL 61036 and Owners: David & Bernadine Anderson, 513 Bouthillier Street and Crow Family, 517 Bouthillier Street, Galena, IL 61036. Location: Parcels: 06-500-276-00, Part of Lot 13, North half of Section 20 and 06-500-276-03, Part of Lot 13, North half of Section 20, Township 28 North, Range 1 East of the Fourth Principal Meridian, City of Galena, Jo Daviess County, Illinois. Common Address is 513 & 517 Bouthillier Street, Galena, IL 61036. Request for Preliminary Plan approval and Rezoning for a Planned Unit Development with an underlying district of Medium Density Residential to allow construction of a new Museum.

Project Summary:

The subject properties are located at 513-517 Bouthillier Street and are commonly known as the Stillman Inn and the Guy Crow family residence. The properties consists of approximately 3.8 acres or 141,551 square feet and are situated between Bouthillier Street and US Highway 20 West above the State Historic Sites. An excellent narrative is included with several descriptive maps and photos from the applicant to describe the scope of the project for your understanding.

The applicants are requesting rezoning of the property from Medium Density Residential to Planned Unit Development for a site with an underlying default district of Medium Density Residential and approval of a Preliminary PUD Plan which includes improvements to the Stillman Mansion, demolition of part of the detached chapel/event building, site improvements and construction of a new Museum. Rezoning to a PUD is the most appropriate process to address some of the deviations related to bulk and density standards for the site and district. As per the PUD section of the City Code, the City can allow deviations from the default district standards if certain amenities are provided in the plan by the applicant. Deviations are listed in the attached narrative; the underlying district serves as a starting-point to base the newly proposed PUD standards. The deviations of physical standards are relative to the proposed standards. Essentially, we are creating a new zoning district to fit this project. In this case, the proposed deviations are acceptable to the Zoning Administrator and Staff as they are designed to compliment, enhance and protect the existing character of the district. The long-term community benefit of a museum and cultural center at this location will warrant the creation of the new PUD district.

This can all be approved by the City Council as a deviation from the default district standards with mitigation of items (a), (c) & (e-g) as noted below in approval criteria under §154.301(D)(5). It is my opinion that the proposed development would exceed the deviation requirements to an amount that justifies this mitigation.

At their regular meeting on May 10, 2017, the ZBA voted to recommend approval of the request for rezoning and Preliminary Plan to the City Council. Please see attached determination & recommendation for details.

Approval Criteria & Recommendation:

Zoning Map Amendment - In determining whether the proposed zoning map amendment shall be approved, the following factors shall be considered:

1. Whether the existing text or zoning designation was in error at the time of adoption;
2. Whether there has been a change of character in the area or throughout the city due to installation of public facilities, other zone changes, new growth trends, deterioration, development transitions, etc.;
3. Whether the proposed rezoning is compatible with the surrounding area and defining characteristics of the proposed zoning district or whether there may be adverse impacts on the capacity or safety of the portion of street network influenced by the rezoning, parking problems, or environmental impacts that the new zone may generate such as excessive storm water runoff, water, air or noise pollution, excessive nighttime lighting, or other nuisances;
4. Whether the proposal is in conformance with and in furtherance of the implementation of the goals and policies of the Comprehensive Plan, other adopted plans, and the policies, intents and requirements of this code, and other city regulations and guidelines;
5. Whether adequate public facilities and services are available or will be made available concurrent with the projected impacts of development in the proposed zone;
6. Whether there is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs; or
7. Whether there is a need in the community for the proposal and whether there will be benefits derived by the community or area by the proposed rezoning.

And:

Planned unit development zoning should be used only when long-term community benefits, which may be achieved through high quality planned development, will be derived. Specific benefits that would support a PUD zoning include, but are not limited to:

- (1) More efficient infrastructure;
- (2) Reduced traffic demands;
- (3) A greater quality and quantity of public and/or private open space;
- (4) Other recreational amenities;
- (5) Needed housing types and/or mix;
- (6) Innovative designs; and/or
- (7) Protection and/or preservation of natural resources.

Preliminary PUD Plan – A preliminary development plan application shall demonstrate conformance with all of the following:

- a. The ODP review criteria in division (B) above;
- b. The applicable preliminary plat criteria in [Chapter 153](#), Subdivision Regulations; *n/a*
- c. The applicable site plan review criteria in § [154.914](#);
- d. The approved ODP, if applicable; *n/a*
- e. An appropriate, specific density/intensity of uses for all areas included in the preliminary plan approval; and
- f. For a PUD/TND District, the area of the plan is at least five acres in size or as specified in an applicable approved ODP, or as identified in § [154.301](#). *n/a*

Deviations from Default District Standards - The Zoning Board of Appeals may recommend that the City Council deviate from the default district standards subject to the provision of any of the community amenities listed below. In order for the Zoning Board of Appeals to recommend, and the City Council to approve, a deviation from the default district standards, the listed amenities shall be provided in excess of what would otherwise be required by this code. These amenities include:

- (a) Transportation amenities including but not limited to: off-street trails, bike and pedestrian amenities, or transit oriented improvements, including school and transit bus shelters;
- (b) Open space, agricultural land reservations, or land dedication of 20% or greater;
- (c) Community facilities or provision of public services beyond those required for development within the PUD;
- (d) The provision of affordable housing for moderate, low and very low income households pursuant to HUD definitions for no less than 15 years; and
- (e) Other amenities, in excess of the minimum standards required by this code, that the City Council specifically finds provide sufficient community benefit to offset the proposed deviation.

Cal. No. 17PD-01

The Zoning Board of Appeals can recommend to the City Council, in the form of a motion, approval or denial of requests for Map Amendments and Preliminary PUD plans. If the Board would like to recommend approval of the requests, motions to approve which include pertinent facts in the cases and reasons for the recommendations should be entertained. The recommendations will then be forwarded to the City Council for final action.

Resolution No. _____

ZONING BOARD OF APPEALS

**DETERMINATION & RECOMMENDATION TO THE CITY COUNCIL
OF THE CITY OF GALENA**

REGARDING

CALENDAR NUMBER:

Cal. No. 17PD-01

APPLICATION BY:

Galena - Jo Daviess County Historical Society & Museum –
211 South Bench Street, Galena, IL 61036

FOR:

Request for Preliminary Plan approval and Rezoning for a
Planned Unit Development with an underlying district of
Medium Density Residential to allow construction of a new
Museum.

PROCEDURES

Pursuant to law, a public hearing was held by the Galena Zoning Board of Appeals regarding this matter on May 10, 2017. The hearing was advertised in an edition of the Galena Gazette, in a quarter-page sized ad, that was available to the general public between 15 and 30 days prior to the hearing. They were invited to testify if they so desired. A quorum of the Board was present at the hearing in which the subject application and materials were reviewed and all persons were heard who desired to testify.

NATURE OF APPLICATION

The subject properties are located at 513-517 Bouthillier Street and are commonly known as the Stillman Inn and the Guy Crow family residence. The properties consists of approximately 3.8 acres or 141,551 square feet and are situated between Bouthillier Street and US Highway 20 West above the State Historic Sites. An excellent narrative is included with several descriptive maps and photos from the applicant to describe the scope of the project for your understanding.

The applicants are requesting rezoning of the property from Medium Density Residential to Planned Unit Development for a site with an underlying default district of Medium Density Residential and approval of a Preliminary PUD Plan which includes improvements to the Stillman Mansion, demolition of part of the detached chapel/event building, site improvements and construction of a new Museum. Rezoning to a PUD is the most appropriate process to address some of the deviations related to bulk and density standards for the site and district. As per the PUD section of the City Code, the City can allow deviations from the default district standards if certain amenities are provided in the plan by the applicant. Deviations are listed in the attached narrative; the underlying district serves as a starting-point to base the newly proposed PUD standards. The deviations of physical standards are relative to the proposed standards. Essentially, we are creating a new zoning district to fit this project. In this case, the proposed deviations are acceptable to the Zoning Administrator and Staff as they are

designed to compliment, enhance and protect the existing character of the district. The long-term community benefit of a museum and cultural center at this location will warrant the creation of the new PUD district.

This can all be approved by the City Council as a deviation from the default district standards with mitigation of items (a), (c) & (e-g) as noted below in approval criteria under §154.301(D)(5). It is my opinion that the proposed development would exceed the deviation requirements to an amount that justifies this mitigation.

At their regular meeting on May 10, 2017, the Zoning Board of Appeals voted to recommend approval of the rezoning and preliminary plan of the Planned Unit Development with an underlying district of Medium Density Residential. The ZBA made the approval with the condition that further detailed elevations and natural resource / tree study be made and included with the Final Plan approval at the ZBA level.

Testimony Presented on Behalf of the Applicant:

- Charles Marsden, Project Lead for the Historical Society & Museum, 211 South Bench Street, Galena, IL, presented as the applicant.

No further testimony was presented in support of, or objection to, the proposal.

APPLICABLE SECTIONS OF THE ZONING ORDINANCE

- Article 0, Section 154.005 through 154.008 sets forth the Purpose, Separability and Non-Liability, Abrogation and Rules of Interpretation of the Zoning Ordinance.
- Article 2, Section 154.201(B) describes the Standard Residential Zoning Districts.
- Article 2, Table 154.204.1 lists the Bulk Standards for Nonresidential Structures.
- Article 2, Table 154.208.1 lists the Intensity Standards for Nonresidential uses.
- Article 3, Section 154.301 sets forth the criteria for Planned Unit Developments (PUD).
- Article 3, Section 154.301(E) lists and describes the criteria for Planned Unit Development Types which include Planned Unit Development Districts and Planned Unit Development Sites.
- Article 4, Table 154.403.1 lists the land uses permitted by right or by special uses for each zoning district.
- Article 6, Section 154.601 sets forth the criteria for Off-Street Parking and Traffic Control Standards.
- Article 6, Section 154.604 sets forth the criteria for private-development Lighting Standards.
- Article 6, Section 154.605 sets forth the criteria for Landscaping Standards.
- Appendix A provides the City's Lighting Standards and Requirements.
- Article 9, Section 154.914 lists and describes the elements for Site Plan Review
- Article 9, Section 154.918 and Table 154.918.1 set forth the procedure for Required Non-Administrative Development Review.
- Article 9, Section 154.919 lists and describes the Non-Administrative Development Review Common Elements of Procedure.

- Article 9, Section 154.920 sets forth the purpose, applicability, approval criteria, decision-maker, and application and review procedures for Rezoning.
- Article 9, Section 154.923 sets forth the criteria for approval of PUD Rezoning and Plan Review.

DETERMINATION

Based upon the facts in this case, the Zoning Board of Appeals does find and conclude that the request by Galena – Jo Daviess County Historical Society & Museum to rezone to Planned Unit Development for a site, with an underlying default district of Medium Density Residential, and Preliminary Plan to allow construction of a new Museum should be approved for the following reasons:

Zoning Map Amendment - In determining whether the proposed zoning map amendment shall be approved, the following factors shall be considered:

1. Whether the existing text or zoning designation was in error at the time of adoption; *N/A.*
2. Whether there has been a change of character in the area or throughout the city due to installation of public facilities, other zone changes, new growth trends, deterioration, development transitions, etc.; *There has been a change of character in the immediate vicinity as Bouthillier has changed from primarily residential to more of a museum district and visitor attractions at the top of the hill.*
3. Whether the proposed rezoning is compatible with the surrounding area and defining characteristics of the proposed zoning district or whether there may be adverse impacts on the capacity or safety of the portion of street network influenced by the rezoning, parking problems, or environmental impacts that the new zone may generate such as excessive storm water runoff, water, air or noise pollution, excessive nighttime lighting, or other nuisances; *The Museum will be compatible with the State Historic Sites and Grant Home nearby.*
4. Whether the proposal is in conformance with and in furtherance of the implementation of the goals and policies of the Comprehensive Plan, other adopted plans, and the policies, intents and requirements of this code, and other city regulations and guidelines; *This proposal is very much consistent with the Comprehensive Plan and the property is part of the historical fabric of the community.*
5. Whether adequate public facilities and services are available or will be made available concurrent with the projected impacts of development in the proposed zone; *The proposal has demonstrated that adequate public facilities are available with this request.*

6. Whether there is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs; or *The design fits clearly within the site and is appropriate.*
7. Whether there is a need in the community for the proposal and whether there will be benefits derived by the community or area by the proposed rezoning. *The Museum will be a great addition to the Community and provide better facilities for visitors and residents alike.*

And:

Planned unit development zoning should be used only when long-term community benefits, which may be achieved through high quality planned development, will be derived. Specific benefits that would support a PUD zoning include, but are not limited to:

1. More efficient infrastructure; *The proposal will use best management practices at the site and will lend to a more efficient infrastructure.*
2. Reduced traffic demands; *The proposal will use a comprehensive plan for a district approach to parking and should be more efficient.*
3. A greater quality and quantity of public and/or private open space; *The proposal will create a better use of public space at the site.*
4. Other recreational amenities; *n/a*
5. Needed housing types and/or mix; *n/a*
6. Innovative designs; and/or *This proposal uses innovative design to incorporate the natural setting and topography.*
7. Protection and/or preservation of natural resources. *This proposal protects / preserves natural resources according to our Code.*

Preliminary PUD Plan – A preliminary development plan application shall demonstrate conformance with all of the following:

- a. The ODP review criteria in division (B) above; *Plan meets the ODP criteria.*
- b. The applicable preliminary plat criteria in [Chapter 153](#), Subdivision Regulations; *n/a*
- c. The applicable site plan review criteria in § [154.914](#); *If deviations are approved, plan meets site plan review criteria.*
- d. The approved ODP, if applicable; *n/a*

- e. An appropriate, specific density/intensity of uses for all areas included in the preliminary plan approval; and *The proposed intensity of use is appropriate for the site.*
- f. For a PUD/TND District, the area of the plan is at least five acres in size or as specified in an applicable approved ODP, or as identified in § [154.301](#). *n/a*

Deviations from Default District Standards - The Zoning Board of Appeals may recommend that the City Council deviate from the default district standards subject to the provision of any of the community amenities listed below. In order for the Zoning Board of Appeals to recommend, and the City Council to approve, a deviation from the default district standards, the listed amenities shall be provided in excess of what would otherwise be required by this code. These amenities include:

- a. Transportation amenities including but not limited to: off-street trails, bike and pedestrian amenities, or transit oriented improvements, including school and transit bus shelters; *The proposal will provide enhanced transportation amenities to the district.*
- b. Open space, agricultural land reservations, or land dedication of 20% or greater; *The proposal will make for optimal use of open space.*
- c. Community facilities or provision of public services beyond those required for development within the PUD; *The Museum will provide a multitude of public services for the community and for visitors.*
- d. The provision of affordable housing for moderate, low and very low income households pursuant to HUD definitions for no less than 15 years; and *n/a*
- e. Other amenities, in excess of the minimum standards required by this code, that the City Council specifically finds provide sufficient community benefit to offset the proposed deviation. *The proposed project exceeds the minimum standards required by the code.*
- f. The provision of Green Building Code compliant structures or improved efficiency site lighting; and *The proposed new building will be as compliant as possible with LEED practices and other green methods.*
- g. Other amenities, in excess of the minimum standards required by this code, that the City Council specifically finds provide sufficient community benefit to offset the proposed deviation. *The proposed Museum will be an added benefit to the Community with all it has to offer.*

RECOMMENDATION

NOW, THEREFORE BE IT RESOLVED, that this Zoning Board of Appeals does recommend to the City Council of the City of Galena that this request by Galena – Jo Daviess County Historical Society & Museum to rezone to Planned Unit Development for a site, with an underlying default district of Medium Density Residential, to allow construction of a new Museum should be approved with the following condition:

- 1.** Further detailed elevations and natural resource / tree study be provided at time of Final Plan review with the ZBA.

PASSED AND APPROVED this 10th day of May, A.D. 2017, by the Galena Zoning Board of Appeals by a vote of 5 ayes, 0 nays, 2 absent, 0 abstain, 0 recused.

William Nybo, Acting Chairperson

PROJECT NARRATIVE

This project entails construction of a new building for the Galena-Jo Daviess County Historical Society Museum, which will enhance and facilitate the Society's mission of sharing stories unique to the history, place, culture, and environment of Galena and the Driftless Region.

Location:

Sites under consideration are on the east side of the Galena River, near the intersection of Bouthillier Street and Highway 20/Decatur Street:

- 513 Bouthillier Street: Stillman Inn and Galena Wedding Chapel [within the National Historic District]
- 517 Bouthillier Street: Private Residence

Existing Zoning:

Each of the two existing plats are currently zoned as Medium Density Residential (MDR), which per the definition of land use standards in §154.201 allow for: "single-family detached homes, twin-houses and duplexes by right and related institutional land uses."

Planned Unit Development:

We are proposing to rezone the site as a Planned Unit Development (PUD) to allow for the Historical Society Museum in this location. Locating the new Museum in proximity to the adjacent historical sites: the US Grant Home and St. Michael's Cemetery, would create a new Museum District where parking resources are shared, where walkability is encouraged, and where site development will enhance this area as a destination for locals and tourists alike. Design intent is focusing on the following long-term community benefits:

Traffic & Parking

Parking & Tour Buses

- The project intends to assess public parking at a district scale: the three existing state-owned public parking lots (two on Bouthillier by the Grant House and one off Highway 20 below the Stillman Inn) would be augmented by parking at the Museum site, including off-street bus drop-off, with calculations made to assess volume needs in total between the lots. Consideration of parking within the new Museum District would encourage visitors to park once to visit all of the destinations, and also minimize the addition of underutilized impervious surfaces. Additional accessible pedestrian pathways would link parking lots with each destination to encourage walkability between sites.

Bus & Trolley Service

- The proposed design will build on existing service to the Grant House with a new off-street bus stop and pull-off from Bouthillier Street at the Museum Site, and will include extension of pedestrian sidewalks throughout the new Museum District, including new crosswalks to ensure public safety when crossing Bouthillier Street. The new stop will serve Trolley Service, Jo Daviess County Transit as well as tour buses.

Public Open Space

- Similar to parking, the project intends to review pedestrian movement and public space amenities throughout the zone, to enhance the visitor experience and to encourage locals to take advantage of the existing rich open space.
- The proposed Museum site will include the design of outdoor amenities such as outdoor patios and landscape areas which will be open to the public. This represents a net increase in public space in this area, and a revitalization of existing public open space amenities.
- District-level planning and consideration is intended to reinforce this area as a destination for repeated use by visitors and locals.

Innovative Design

Topography

- The proposed sites are excellent examples of the unique topography of the Driftless Region, and it is intended that the proposed design will engage the landscape in ways which become part of the Museum's narrative and the visitor's experience. Given the dramatic elevation changes and the constrained geometry of the site, the design will of necessity be inventive.

Sustainability and Resource Management

- Broader project goals for material and energy sustainability, as well as human health, inform each level of planning and programming, from site development to material selection and detailing.

Stormwater Management

- The project seeks to manage stormwater runoff from the site and new construction through a combination of onsite treatment and reuse and through controlled infiltration, acknowledging this is an A4 very high level for aquifer sensitivity per the Illinois DNR.
- Additional research is required to evaluate the function and connection of the retention basin just off Highway 20 south of the parking lot.

Highway 20 Design Guidelines: The project is following the Highway 20 guidelines, including site and architectural building design standards:

- Integration with topography; preservation of views, historic structures, and wooded hillsides; coordinated and shared access and parking through high quality site design; stormwater management; design sensitivity and high quality materials.
- The overall project team is committed to a high-quality design outcome, and it is intended that the design process will engage with the Highway 20 recommendations for building form and massing sensitive to landscape, traditional character and simple building forms, and low, horizontal profiles.

Comprehensive Plan Goals

The Historical Society's overall mission and project-specific goals align with the Galena Comprehensive Plan and the Goals outlined in Chapter 9:

Goal I: People/Human Resources: The Museum will encourage activities which bring locals together through exhibits and outreach which enhance awareness of the region's heritage

Goal II: Cities and Villages: The addition of the Museum to this neighborhood will reinforce the identity of this area as a Museum District and will help link together the existing historic destinations.

Goal III: Economy and Development: The overall site planning of this project, with its intended larger scale moves to enhance pedestrian movement, access, and safety between destinations, will facilitate local and visitor use of the open public space and the historic and cultural destinations.

Goal IV: Scenic Beauty Protection: Preliminary site assessments and test fits have focused on respecting and working with the existing topography, nature, and already developed portions of the site, recognizing this area as a green corridor along Highway 20.

Goal V: Agriculture: The proposed sites are already developed and within the city's corporate boundary, and will have no impact on existing agricultural development.

Goal VI: Rural Character/Quality of Life: As a steward of the city and region's history, the Historical Society is committed to telling the stories of the past, present and future of Galena-Jo Daviess County. As an active partner in enriching the quality of life for residents, it is the mission of the Museum to present the unique quality, character, and narrative of the area.

Goal VII: Natural and Historic Resources: The project has ambitious goals for energy and resource management, intended to minimize long-term negative impacts to natural resources, and to serve as a model for sensitive development.

Goal VIII: Cooperative Planning: The Historical Society is committed to collaboration with city and county resources for the benefit of the project, the neighborhood, and the community.

ZONING REQUIREMENTS

Planned Unit Development: Medium-Density Residential

The Galena-Jo Daviess Historical Society Museum is in preliminary design. The request for Planned Unit Development status is being made following initial programming and test fit cycles. Continued programming and design will confirm project square footage, adjacencies, and proposed massing on the site. No full formal site survey has been performed yet, which will verify topography, site features, utilities, and landscape features. Existing measurements referenced below are from the Architect's initial building survey. Given dramatic topographical changes E-W and N-S on the site, in excess of 30'-0" difference from Bouthillier St. to Highway 20, the proposed design intends to engage the site to minimize perceived negative impacts of new construction in this area and for key lines of sight.

Zoning District	Minimum Lot Area (2) (sq. ft.)	Minimum Lot Width/ Street Frontage (3) (ft.)	Minimum Setbacks ⁽⁴⁾ (ft.)			Minimum Building Separation (ft.)	Maximum Building Height (floors/ft.)	
			Front (5)	Side From				Rear
				Residential	Nonresidential			
Medium Density Res. (MDR)	40,000 ⁽⁶⁾	100/25	25	10	10	30	20	2/30

(6) May be reduced to 20,000 sq. ft. with approval of a special use permit. See § 154.924.

Table 154.204.1

Minimum Lot Area: No Change
 Minimum Lot Width/Street: No Change
 Minimum Setbacks: Proposed revision

Comply with front setbacks from Bouthillier St and side setbacks on both sides of property. Pending final design. The project may propose revising setback from Highway 20 from 30'-0" to 5'-0". The property line angles away from Highway 20 and is an average of 50'-0" from the Highway, which would be a buffer that remains regardless of final setbacks. In schemes where the new building faces Highway 20 entirely, a small portion of the footprint would be closer to the property line to provide potential access to the Highway 20 parking lot and to allow for a greater visual separation between the new building and the Stillman Inn to maintain line of sight to the Inn from the Highway.

Minimum Building Separation: Proposed revision

Pending final design. Proposed design may engage the Stillman to provide an enclosed physical link between the existing and new buildings. Final dimension of linking portion will be evaluated for impact on visitor flow and on egress. The primary mass of proposed building will likely comply with building separation requirements as listed, in part to address historic preservation concerns about the Stillman Inn.

Maximum Building Height: Proposed revision

Pending final design. Maximum building height of no more than 40'-0", which is the approximate height of the highest peak of the Stillman Inn, excluding the tower and cupola, as measured from the south side, at walk-out lower level. It is the intent of the project to minimize the visible building height from Bouthillier and in relation to the Stillman Inn by recessing the building into the landscape, should the building be located on the Stillman site. The maximum visible height of the building would be as seen from the south, facing Highway 20. If the building is located on the Crow site (517 Bouthillier St), it would likely comply with regulations as stated.

Table 154.205.1

Setbacks for Minor Accessory Structures and Obstructions: To be reviewed further as design proceeds

STANDARD ZONING DISTRICT	MAXIMUM FLOOR AREA RATIO (FAR)	MAXIMUM BUILDING SIZE w/o SUP APPROVAL	MAXIMUM BUILDING SIZE	MINIMUM LANDSCAPE SURFACE RATIO
Medium Density Residential (MDR)	0.25	10,000 ⁽¹⁾ sq. ft.	30,000	35%

Table 154.208.1

Maximum Floor Area Ratio: No Change

Maximum Building Size w/o Superintendent approval: Proposed revision

Pending final program and final design. Final new building size to be determined pending decision about utilization of Stillman Inn, and pending final program established with Historical Society Project Committee. Current program is approximately 12,000 to 16,000 GSF. Stillman Inn can accommodate approximately 5,000 GSF.

Maximum Building Size: Review Following Design

During design the project team will be assessing long-term growth potential for the Museum. At present this potential growth from the current program size could be accommodated within the MDR Maximum Building Size of 30,000 GSF per lot, but it should be noted that the proposed project may combine lots for 513 and 517 Bouthillier St under common ownership, and growth projections may establish a maximum building size for the combined lot size of 3 acres that is greater than the MDR maximum building size for a single lot per regulations.

Minimum Landscape Surface Ratio: Review Following Design

Design goals related to overall project and site sustainability and resource management will likely establish a higher ratio. Final ratio to be established during design development phase. Refer to site plan diagrams for evaluation of existing LSR versus potential proposed.

LA	CSR	LDR	MDR	HDR	NO	PO	NC	PC	GC	DC	PI	LI	LH	TYPES OF LAND USE PRINCIPAL AGRICULTURAL LAND USES (§ 154.406(B))
S									S					(3) Recreation, outdoor - Campground
S	S	S	S	S	S	S	S	S	S	S	S			(4) Institutional, outdoor
				S	S	S			S		S			(5) Institutional, indoor - Day care center
S	S	S	S	S	P	P	P	P	P	P	P			(6) Institutional, indoor - General

Table 154.403.1 [re: §154.406C Principal Institutional Uses]

Institutional Indoor Use – General, permitted as a special use within Medium-Density Residential.

§ 154.406 Detailed Land Use Descriptions and Regulations

- (6) Institutional, indoor - general. Indoor institutional land uses include all indoor public and not-for-profit recreational facilities (such as gyms, swimming pools, libraries, museums,

and community centers), schools, churches, nonprofit clubs, nonprofit fraternal organizations, and similar land uses.

(a) Regulations:

1. Shall be located with primary vehicular access on a collector or arterial street.
2. Shall provide off-street passenger loading area if the majority of the users will be children (as in the case of a school, church, library, or similar land use.)
3. All structures shall be located a minimum of 50 feet from any residentially zoned property.

Proposed revision:

The project proposes leaving the existing Stillman Inn and its existing curb cuts, with a proposed demolition of the existing wedding chapel outbuilding, which is pending approval of the Historic Preservation Commission.

Proposed project shall comply with items #1 and #2 from the regulations, but proposes a revision to item #3, given the constraint of the existing building, whose rear face is 50'-0" from the east property line, shared with the adjacent residential lot; one of the proposed schemes sites new construction between the back of the building and the property line, a siting which is beneficial from a historic preservation perspective because it minimizes the visual impact to the front of the house which faces the US Grant House.

§ 154.503 Natural Resource Protection Standards

<i>TABLE 154.503.1 NATURAL RESOURCE PROTECTION STANDARDS</i>							
<i>NATURAL RESOURCE FEATURE</i>		<i>ZONING DISTRICT TYPE</i>					
<i>FEATURE</i>	<i>MINIMUM AREA REQUIRING PROTECTION</i>	<i>CONSERVATION</i>		<i>RESIDENTIAL ⁽¹⁾</i>		<i>NONRESIDENTIAL ⁽²⁾</i>	
		<i>PROTECTION STANDARD</i>	<i>MITIGATION PERMITTED</i>	<i>PROTECTION STANDARD</i>	<i>MITIGATION PERMITTED</i>	<i>PROTECTION STANDARD</i>	<i>MITIGATION PERMITTED</i>
Steep Slopes ⁽³⁾							
20 to <= 30%	5,000 sq. ft.	65%	No	75%	No	70%	No
> 30%	5,000 sq. ft.	90%	No	85%	No	80%	No
Footnotes:							
(1) Including residential PUD Districts (or residential portions thereof).							
(2) Including nonresidential PUD Districts (or nonresidential portions thereof).							
(3) Protection standards for steep slopes and woodlands shall be enforced over the total combined occurrences of such features on lands held in common ownership, rather than over each of any two or more individual occurrences of steep slopes or woodlands on such lands. Lands shall be considered to share a common boundary even if they are divided by a public road or navigable waterway, or if they connect at only one point.							
(4) Whether mitigation is permitted shall be determined by the Zoning Administrator on a case-by-case basis.							
(5) If not otherwise restricted by state or federal regulations, the Zoning Administrator may allow the filling or alteration of up to one acre of wetland without mitigation if such filling or alteration is essential for public safety purposes as defined under state law.							

Proposed design will comply with Table 154.503.1 for all Natural Resource types applicable. On the Stillman Inn property, there has been substantial site work over time on the south side facing Highway 20 running the length of the site from the west end of the Inn to the east end of the property, including re-grading and the installation of retaining walls. This portion of the site is not seen as an extant natural resource feature and thus not subject to the regulations of Table 154.503.1, however any new design in this area will address adjacent natural topographic changes in elevation and include an assessment of proposed site grading on soil erosion and the natural hydrological systems.

On the Crow property, 517 Bouthillier St, the length of the south property edge qualifies as an extant steep slope. Should this site be purchased and a design developed for this site, a natural resource protection plan would be created in compliance with §154.503.D

§ 154.601 Off-Street Parking and Traffic Circulation Standards

The new Museum will be located within a five minute walk to the U.S. Grant Home historic site. A review of visitor volume and interest indicates that visitors to one location will likely visit the other; as such, this project proposes to evaluate parking requirements that acknowledge the three existing state parking lots, and the high likelihood that visitors will park once to visit both sites. This contrasts with § 154.601.H.2, which requires calculations be made on combined volume for both facilities.

At this time, no itemization of projected visitor volume into passenger vehicle, tour bus, school bus, or trolley can be made, though this should be taken into account for final evaluation of parking requirements.

For calculations of required parking spaces, refer to separate attachment "Galena-Jo Daviess Historical Society Museum District Parking Assessment" dated 04/17/17.

§ 154.601 H

(2) Joint parking facilities.

(a) Parking facilities which have been approved by the Zoning Administrator to provide required parking for one or more uses shall provide a total number of parking spaces which shall not be less than the sum total of the separate parking needs for each use during any peak hour parking period when said joint parking facility is utilized at the same time by said uses.

(b) Each parking space designed to serve as joint parking shall be located as specified in division (C), except as permitted by a special use permit.

(c) The applicant(s) for approval of a joint parking facility shall demonstrate to the Zoning Administrator's satisfaction that there is no substantial conflict in the demand for parking during the principal operating hours of the two or more uses for which the joint parking facility is proposed to serve.

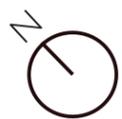
(d) A legally binding instrument, approved by the City Attorney, shall be executed by any and all parties to be served by said joint parking facility. This instrument shall be recorded with the Jo Daviess County Recorders Office, and filed with the City Clerk.

TABLE 154.601.3 MINIMUM REQUIRED PARKING SPACES	
LAND USE	REQUIRED NUMBER OF PARKING STALLS
(library or museum)	1 per 250 sq. ft. or gross floor area, or 1 per 4 seats at maximum capacity, whichever is greater, plus 1 per employee on the largest work shift

Design Approach to Lighting, Landscape, Signage, and Stormwater Systems in compliance with Zoning Requirements to be developed but will include:

- Bicycle parking
- Transit-oriented improvements including off-street bus loading and pedestrian crosswalks
- Innovative onsite stormwater filtration, infiltration, and rainwater reuse
- Landscape buffers
- A Green Building Code compliant design targeting greater than required energy performance

U.S. GRANT HOME
500 BOUTHILLIER ST.



STILLMAN SITE
513 BOUTHILLIER ST.

CROW SITE
517 BOUTHILLIER ST.

EXISTING AERIAL PHOTOGRAPH



VIEW FROM HIGHWAY 20 TO STILLMAN SITE



VIEW FROM HIGHWAY 20 TO CROW SITE

EXISTING SITE PHOTOGRAPHS



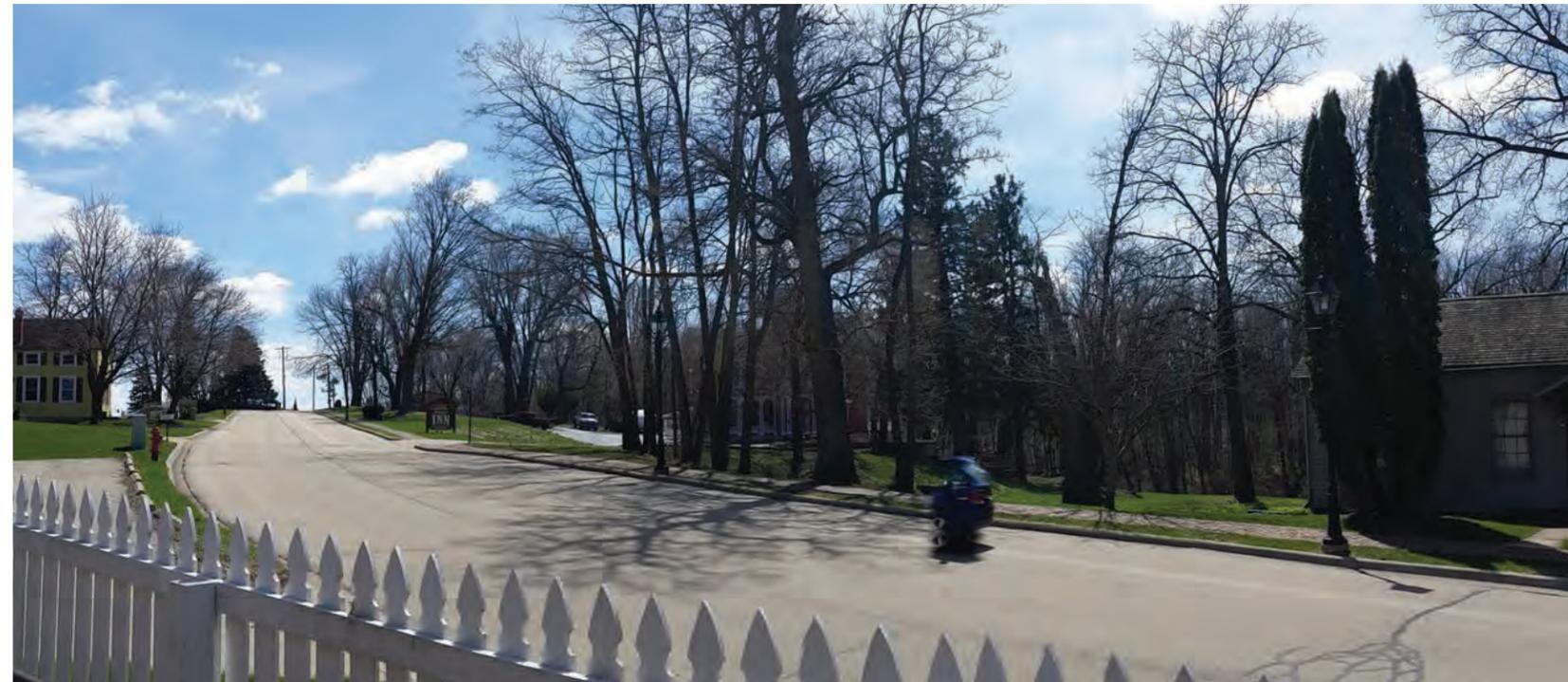
INTERSECTION OF HWY 20 AND BOUTHILLIER ST.



521 AND 517 BOUTHILLIER ST. ACROSS FROM ST. MICHAEL'S CEMETERY
EXISTING NEIGHBORHOOD: OUTSIDE OF HISTORIC DISTRICT



VIEW FROM HIGHWAY 20



VIEW FROM BOUTHILLIER ST.

EXISTING SITE PHOTOGRAPHS: WITHIN HISTORIC DISTRICT



511 BOUTHILLIER ST.

*NOTE: Building was moved from original location to present location



522 BOUTHILLIER ST.



524 BOUTHILLIER ST.



500 BOUTHILLIER ST.

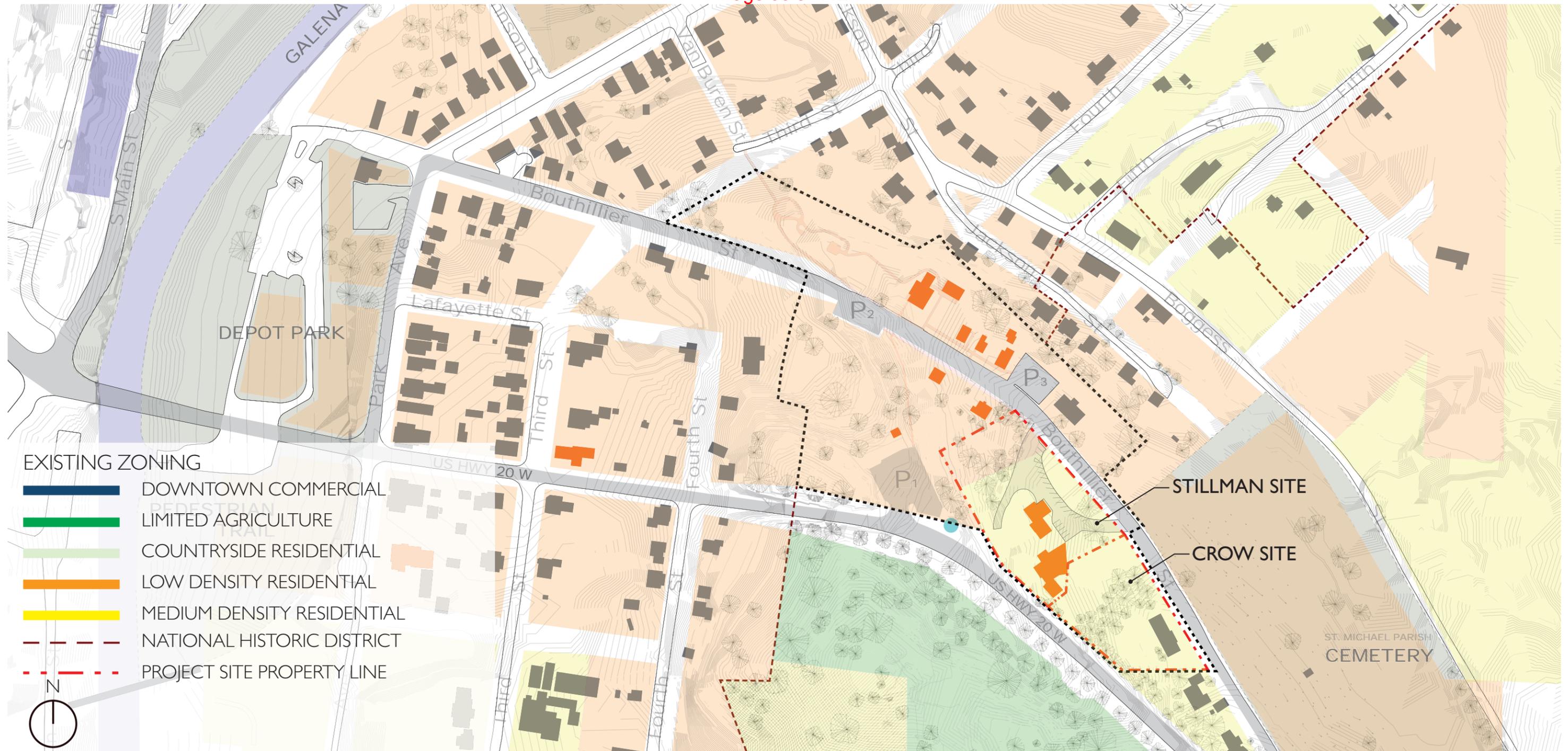


512 BOUTHILLIER ST.



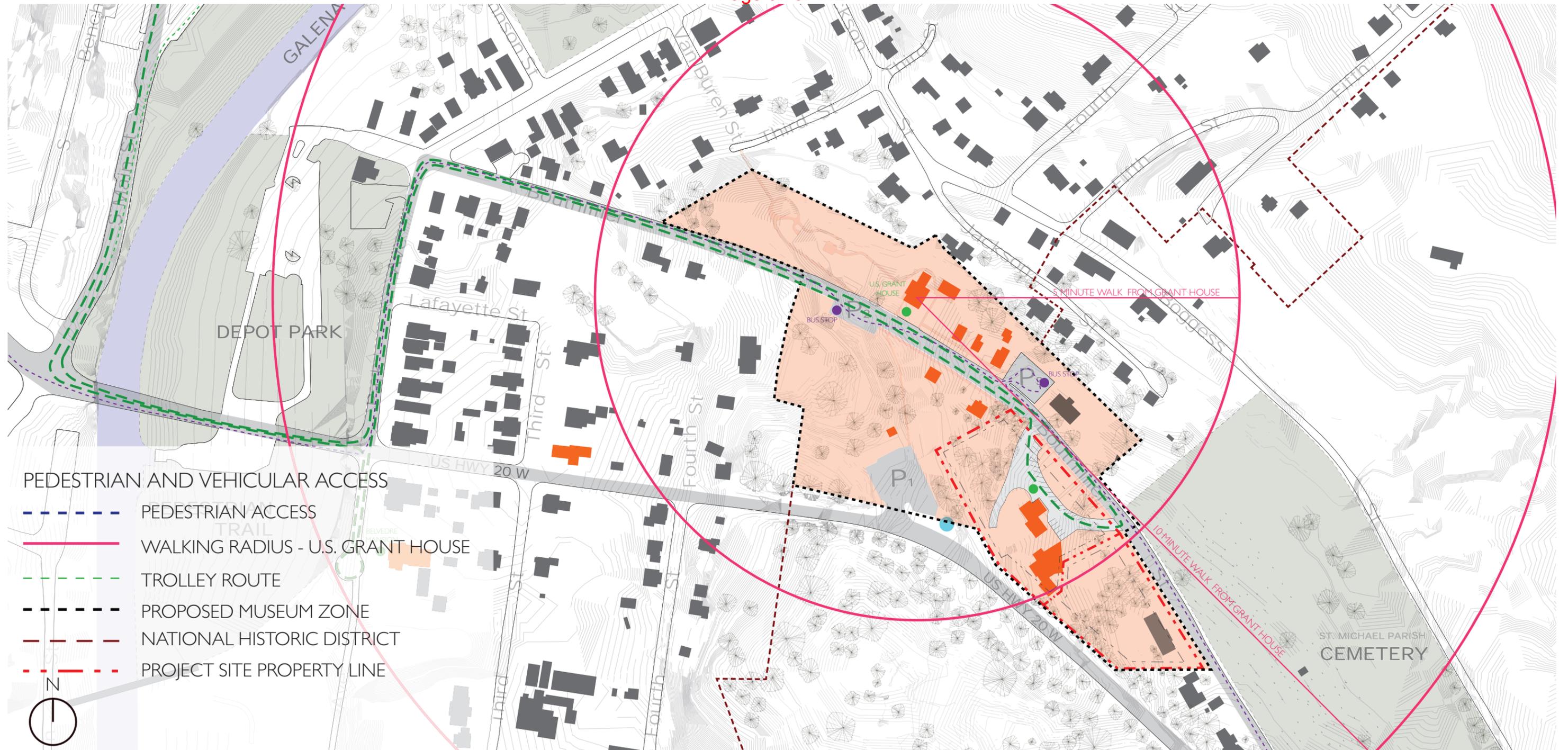
518 BOUTHILLIER ST.

EXISTING NEIGHBORHOOD: LISTED PROPERTIES WITHIN HISTORIC DISTRICT



DISTRICT SITE PLAN

1. The area does not sit within a floodplain. It is within the A4 very high sensitivity zone for the Aquifer as identified by the Illinois Department of Natural Resources, a depth of 5'-0" to 25'-0" from the surface, over sand and gravel and/or bedrock.
2. Utilities enter the site from the street; no upgrade of public utilities is intended.
3. Stormwater management will include onsite treatment and reuse and controlled infiltration.
4. Existing driveways at the Stillman property are to remain. There will be selective rework of the parking lot to address revised parking requirements. Final scope of site work at Crow site to be determined as required.
5. There will be minimal and selective tree removal as required to allow for new construction. New plantings are a part of the proposed design and will be compatible with existing.
6. A phasing plan is not applicable at this time. The Museum may expand long-term; an evaluation of potential growth will be completed as part of early design phases and incorporated into the final P.U.D. application.
7. Scope and feasibility of demolition of the Galena Wedding Chapel and non-historic portions of the Stillman Inn is pending final review and approval by the Galena Historic Preservation Commission.



SITE ACCESS PLAN

1. Existing public parking areas will be added to with dedicated parking for the museum site, and parking will be shared between each of these lots with visitors to the US Grant House.
2. A new off-street stop will be provided for the trolley and buses.
3. Pedestrian crosswalks at Bouthillier will be created for increased pedestrian safety when crossing at the US Grant House and at the new Museum.
4. Site development to encourage walking between cultural sites.



SCHEMATIC PARKING PLAN*

- *NOTE: Reconfigured driveway and parking shown for schematic purposes only. Final layout of drive and quantity of parking spots pending civil survey, architectural design, and confirmation of district parking approach with City.
- 2. D.O.T. Stormwater retention tank shown in approximate location. Further research required on system type, extents, and location.
- 3. Setbacks shown per Project Narrative and proposed modifications to Medium Density Residential requirements within proposed P.U.D.
- 4. Demolition of Stillman Inn Wedding Chapel and 1936 Dining Addition pending approval by Galena Historic Preservation Commission and requirements of final design.
- 5. Demolition of Crow House pending final design.
- 6. As shown, schematic parking utilizes existing curb cut on Crow property and eliminates (1) existing curb cut at Stillman adjacent to the south property line.



KEY VIEWS

NOTE: While pedestrian and vehicular approach from the U.S. Grant House is key, line of sight from that location is heavily obstructed by the two cabins on the west side of Bouthillier St. and the existing tree stands.

A. View from State Parking Lot to front of Stillman Inn: Existing trees largely obstruct view.

B. View to rear of Stillman Inn from Bouthillier St. at edge of Historic District.

C. View to side of Stillman Inn from Highway 20 W.

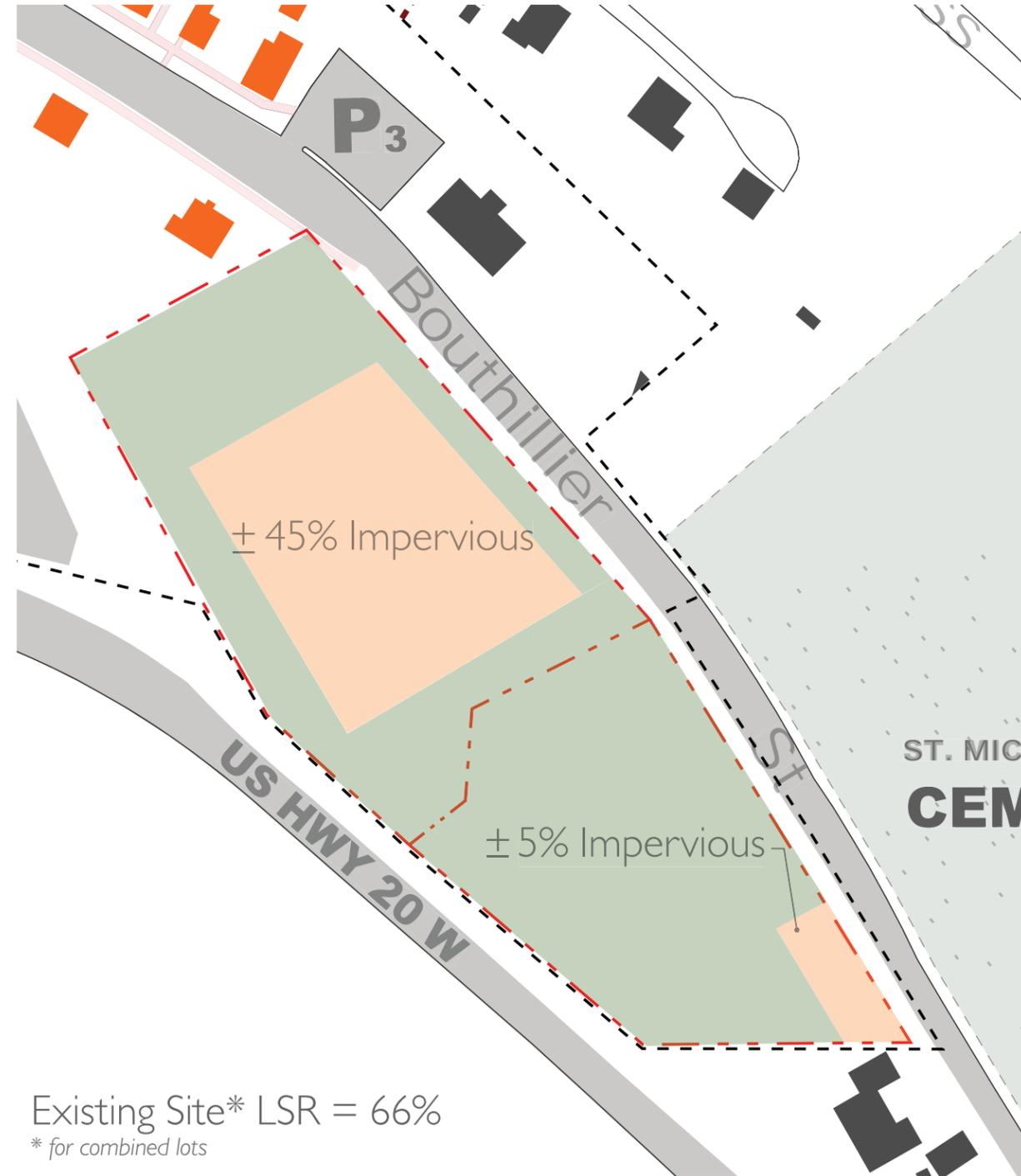
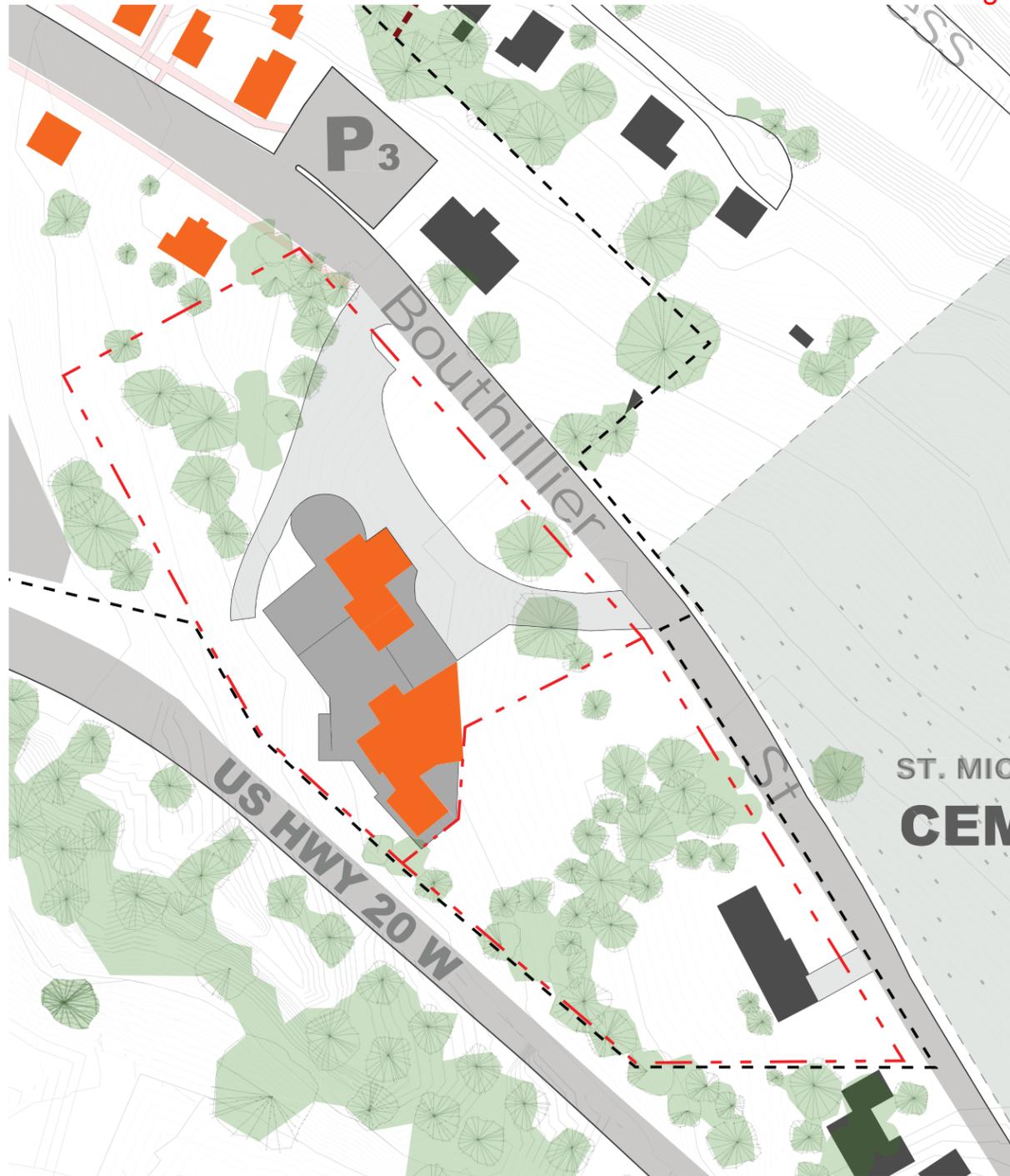
D. View to side of Stillman Inn from Highway 20 E.



EXISTING SITE DEVELOPMENT - LANDSCAPE

*NOTE: Topography shown in drawing is from older survey and does not reflect observable topography, grading, and site development of the Stillman Inn site including retaining walls and parking. Comprehensive civil survey to be performed as part of Schematic Design.

1. Stillman Inn property is largely developed, and while some portions are steeply sloping, retaining walls and paved patios have been constructed and re-constructed over the years.
2. Portion of the Stillman property NW of the existing drive facing the State Commons and running from Bouthillier St. to the Hwy 20 Parking Lot appears to retain original topography and older-growth trees.
3. Steep slope portion of Crow site along Highway 20 appears to retain original topography. Extensive analysis of existing trees for native versus invasive has not yet been performed.
4. The tree stand bisecting the Crow site is a mix of native and invasive species. Proposed site development would remove invasive species and replace with native species.



Existing Site* LSR = 66%
 * for combined lots

EXISTING SITE DEVELOPMENT - LANDSCAPE SITE RATIO

STILLMAN SITE - 513 BOUTHILLIER ST. Existing LSR = +/- 55%

Existing Impervious Development Includes:

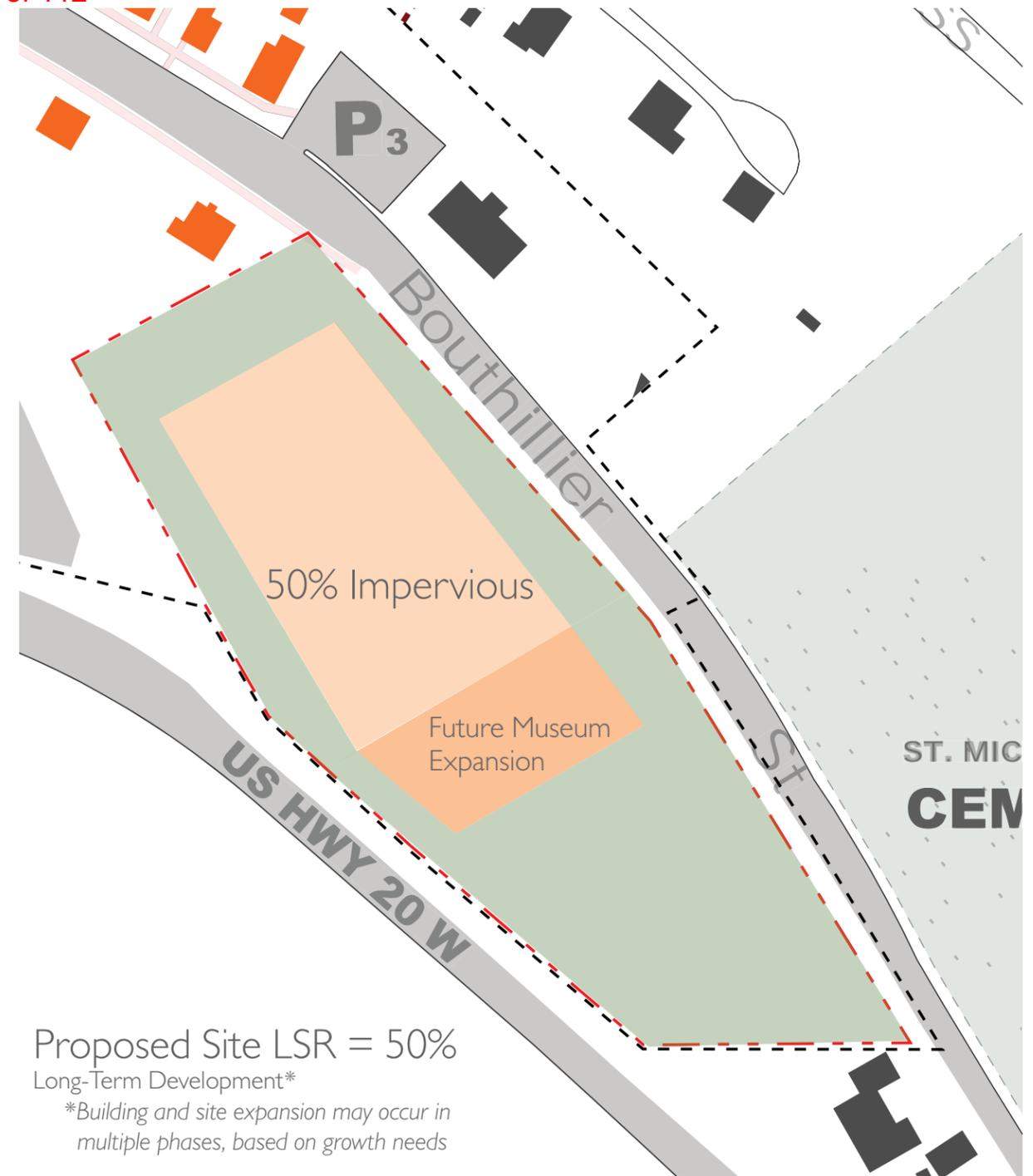
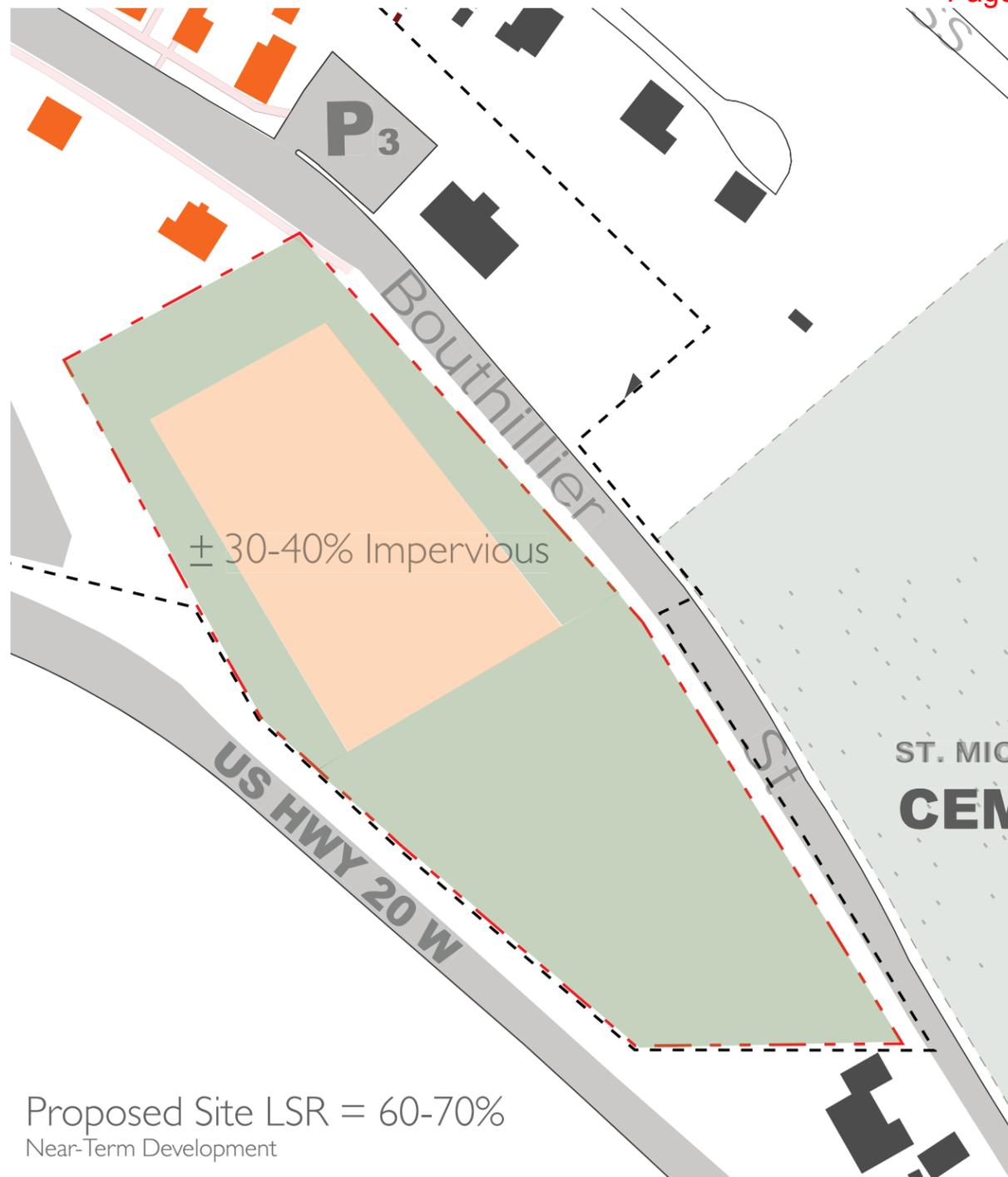
- (2) Buildings: Stillman Inn and Galena Wedding Chapel
- Asphalt driveway + Brick patios, grouted
- Raised planters on brick patio

CROW SITE - 517 BOUTHILLIER ST. Existing LSR = +/- 95%

Existing Impervious Development Includes:

- (1) Building: Crow Residence
- Asphalt driveway

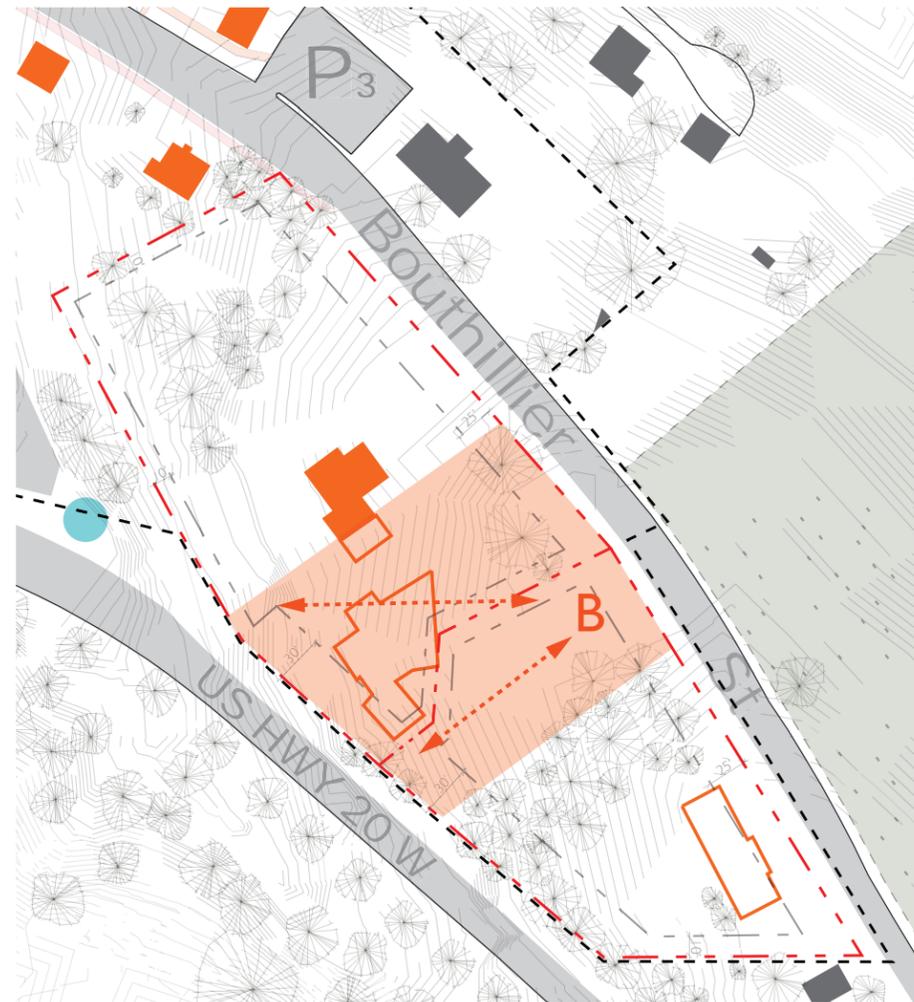
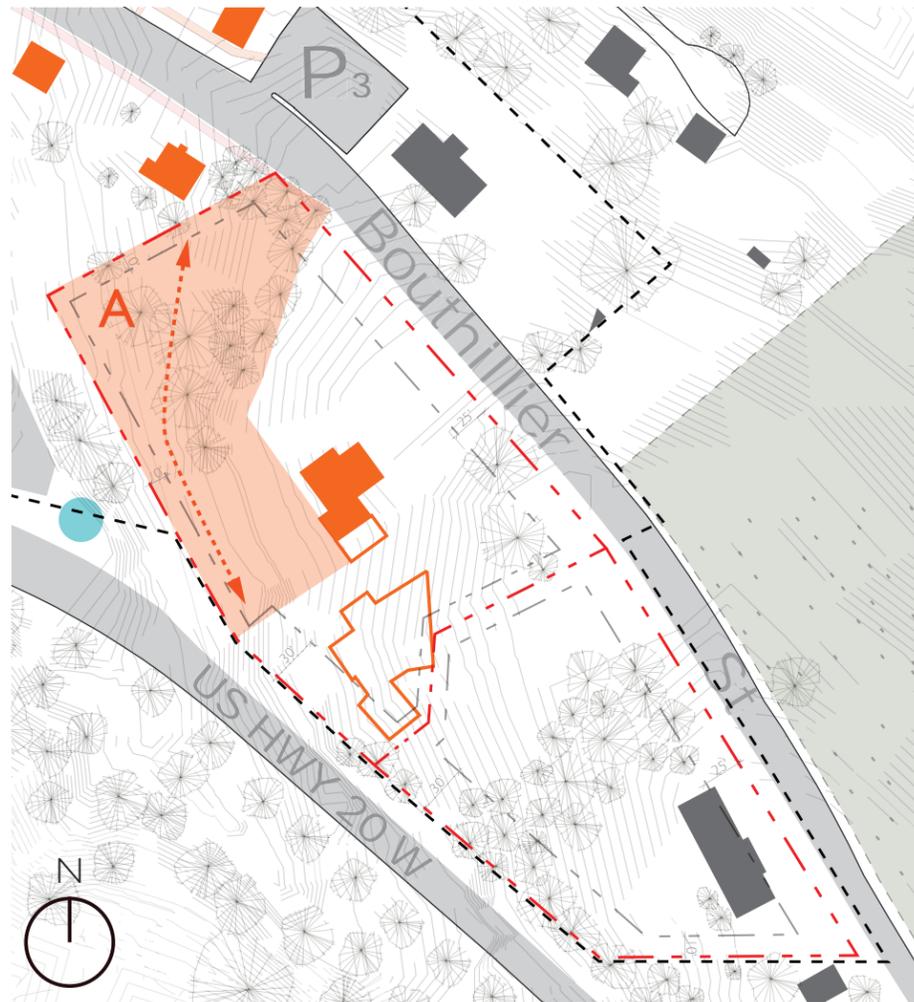
NOTE: Estimates for impervious are based on initial site surveys and will be updated following civil survey.



PROPOSED SITE DEVELOPMENT TARGETS - LANDSCAPE SITE RATIO

NOTES:

1. Total impervious development will include buildings, driveway and parking, pedestrian pathways and exterior patios; final placement of features onsite to be developed during later design phases.
2. It is intended that new construction will utilize green roof assemblies and pervious paving; while these strategies reduce the overall impervious percentage, they do not qualify as protected landscape and do not contribute to the site's LSR.
3. Final targets for proposed design Landscape Site Ratios pending programming and schematic design, as well as final placement of proposed new construction on site.
4. Overall site LSR would decrease if the Museum primarily builds on the Crow site, leaving the Stillman Inn buildings, parking, and patio largely as-is. New construction on the Crow site alone would comply with or exceed the 35% LSR per code.



SITE ZONE STRATEGIES FOR PROPOSED NEW CONSTRUCTION

SITE ZONE A

- New building massing to run with topography.
- New construction to take advantage of elevation drop and be primarily one story lower than Stillman Inn to preserve views to and from property, with primary facade facing public open space/Hwy 20.
- Would require entry element visible at grade from Bouthillier.
- Design may modify back of Stillman and demolish former Wedding Chapel outbuilding and exterior paved patio.
- Crow site undeveloped in near-term.

SITE ZONE B

- New building massing to run across the grain of the topography.
- New construction to take advantage of elevation drop with major portions embedded within the land.
- Likely modifications to back of Stillman and demolition of former Wedding Chapel outbuilding and exterior paved patio.

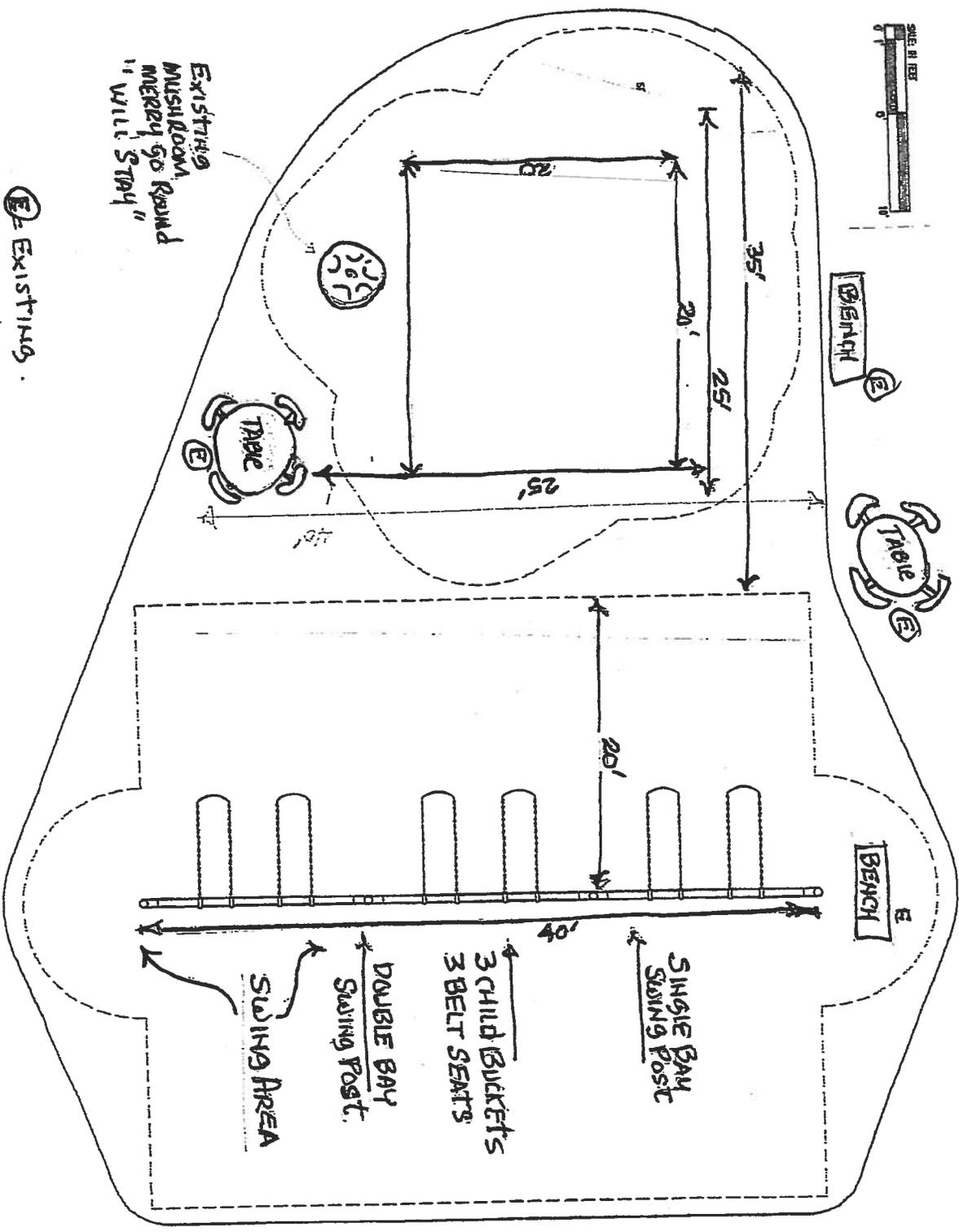
SITE ZONE C

- Physically removed from other sites and existing parking.
- New building can be oriented in response to a number of factors.
- New building massing could have more than one volume, addressing more than one of the key site boundaries.
- Building massing could be developed to create sheltered outdoor space for museum use.
- Museum in this zone could be independent from or related to Stillman properties, with scope of demolition at Stillman outbuilding and exterior paved patio TBD.



GRANT PARK
GALENA, ILLINOIS 61036

GALENA KIDPHIS
MIKE SOSTAK
MICHAEL.SOSTAK@yahoo.com
630-280-4034



EXISTING MUSIC ROOM MEETINGS GO ROUND WILL STAY

E EXISTING

BENCH E

TABLE E

BENCH E

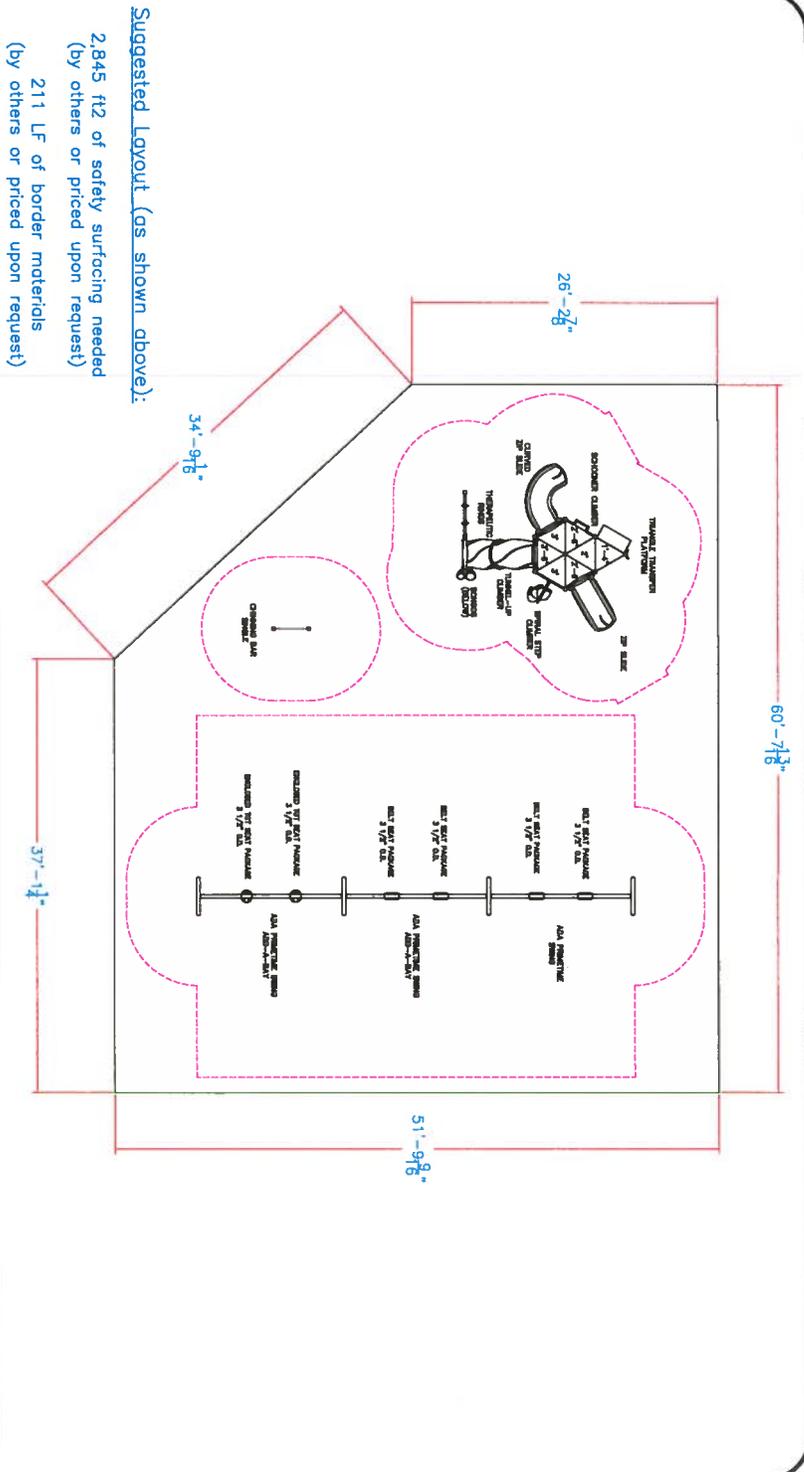
SINGLE BAY SWING POST

3 CHILD BUCKETS 3 BELT SEATS

DOUBLE BAY SWING POST

SWING AREA

E EXISTING



Galena Kwanis Club
 Grant Park Playground (Option # 1)
 Galena, IL
 Cunningham Recreation

This play equipment is designed for children ages 2-5 or 5-12

Minimum Age Required:
 5 years old
 This equipment can be used by children up to 12 years old

IMPORTANT: Each resident installing this equipment should be trained in the use of all equipment, as specified for each type of equipment, and should be trained in the use of all equipment, as specified for each type of equipment. This equipment is designed for children ages 2-5 or 5-12.

Drawn By: [Name]
 Date: 5/6/2017
 Drawing Name: 87957-01

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: May 17, 2017

RE: Surplus Property

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

In order to sell or otherwise dispose of property that the city no longer finds useful, an ordinance must be passed declaring the property "surplus." I am presenting for your consideration an ordinance declaring the playground structure and swingset at Grant Park as surplus property.

The Kiwanis Club of Galena is offering to replace the playground structure and swings with new equipment. Should the city council accept the donation of the new equipment and the installation, I would propose to offer the old equipment for sale to the highest bidder who is able to move the equipment from the park. As part of the Kiwanis donation, the group plans to have a contractor excavate and partially disassemble the existing equipment. The goal would be to have the sale completed prior to the work commencing the second week of July.

I request your approval of the surplus property ordinance and suggest you consider waiving the second reading. As you will recall, the second reading may be waived by an affirmative vote of not less than four council members after an express determination on the record that the circumstances for doing so are just.

Ordinance #17-

**AN ORDINANCE AUTHORIZING THE SALE OF
MUNICIPALLY OWNED PERSONAL PROPERTY**

WHEREAS in the opinion of the corporate authorities of the City of Galena, it is no longer necessary or useful to or for the best interest of the City of Galena to retain the following described personal property now owned by it:

1. Playground structure and swingset from Grant Park

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

SECTION I: Pursuant to 65 ILCS 5/11-76-4, the corporate authorities find that the personal property listed above and now owned by the City of Galena is no longer useful and the best interest of the City of Galena will be served by its sale.

SECTION II: The city council hereby authorizes the City Administrator to offer for sale and sell the playground structure and swingset to the highest bidder who is willing and able to move the equipment from the park or other storage location.

SECTION III: This ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

SECTION IV: Passed on this _____ day of _____, A.D., 2017, in open Council.

AYES:

NAYS:

TERRY RENNER, MAYOR

ATTEST: MARY BETH HYDE, CITY CLERK

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: May 16, 2017

RE: Grant Park Fountain Landscaping

One element of the Grant Park Improvement Project is the complete reconstruction and replanting of the flower beds around the fountain. Landscape architect and Grant Park Committee member, David Greibe, donated the new design for the beds. The design includes reusing four of the cast iron urns from the fountain and new cast iron urn bases. The project also includes reestablishing grass on the hillside near the gazebo formerly covered in pine needles. Please see the attached request for quotes for the project scope.

A request for quotes for the project was distributed on April 26 to five area landscaping businesses. Two businesses, Wiene Excavating and Landscaping and Perfection Lawn Care and Landscaping submitted quotes by the May 16 deadline. The quotes are detailed in Table 1 below.

Table 1. Grant Park Landscaping Quotes

Company	Cost
Wienen Excavating and Landscaping	\$12,355
Perfection Lawn Care and Landscaping	\$21,595

Wienen Excavating and Landscaping was the low quote. The company also included a supplemental quote of \$760 to remove the existing plants, excavate the beds, and add new topsoil and compost. The Public Works Department had planned to complete this preparatory work. With the supplemental work, the total cost would be \$13,115. The project cost is expected to be covered by the Galena Foundation.

The Grant Park Committee is meeting this Friday, May 19 to review the quotes. A recommendation from the committee will be provided at the council meeting.

Request for Quotes for Landscaping at Grant Park

April 26, 2017 Issue Date

Instructions & General Information

The City of Galena is requesting quotes for landscaping at Grant Park as detailed below and as available on the City website: www.cityofgalena.org under Departments/Engineering/Bid Documents.

Scope of Project

The City of Galena is requesting quotes to complete the work detailed below. All work to be in accordance with the latest version of the Standard General Conditions of the Construction Contract and City Specifications

Conditions

1. All Work performed under this contract shall be subject to compliance with the Illinois Prevailing Wage Act, including the latest revisions and the Illinois Preference Act. Contractors are required to submit certified copies of their payroll.
2. The City of Galena shall be exempt from any liability for loss incurred by unsuccessful bidders in preparation for this proposal.
3. The City shall receive sealed quotes to complete the proposed not later than:
10:00 AM, Tuesday 16th May 2017.
4. The City of Galena will make payment within thirty (30) days after acceptance of the completed work. The City of Galena reserves the right to reject any or all quotes.
5. Contractors must comply with Drug Free Workplace Act (Source: P.A. 86-1459).
6. Questions concerning the project or arranging a site visit with City Staff should be directed to: Mark Moran at 815-777-1050 or mmoran@cityofgalena.org
7. **Work shall be completed by June 15, 2017.**

Specifications

Fountain Area

1. Purchase and install steel landscaping edging around four plant beds around the Grant Park Fountain (see "Detail A1 and A2" for detailed specifications).
2. Install four (4) concrete urn footings with limestone bases—one footing and base in each of the four plant beds around the Grant Park Fountain. (see "Detail B" for detailed specifications).
3. Purchase and plant perennials and groundcover in each of the four plant beds around the Grant Park Fountain as shown in "Detail A". Each of the four beds to be planted identically. (Prior to contract start date, the beds will be excavated and filled with topsoil and compost by others.)
4. Seed and straw any bare areas immediately adjacent to the four plant beds.
5. Mulch four plant beds with chocolate colored fine processed organic mulch.

Gazebo Hillside

1. Remove and stack on pallets limestone blocks from hillside shown in "Detail C".
2. Prepare hillside for planting grass seed and plant grass seed.
3. Cover hillside with erosion control blanket

General

1. Contractor is responsible for providing access to all work areas in accordance with recognized health and safety requirements.
2. Contractor is responsible for all clean-up at the end of the project and will ensure that all excess materials are removed from the site.

Attachments include: Detail A1, Detail A2, Detail B, Detail C, Site Photos

Contractor agrees to complete specified work at following prices:

TABLE OF QUANTITIES: GRANT PARK LANDSCAPING				
#	ITEM	UNIT	QUANTITY	AMOUNT \$
1	Purchase and install steel landscape edging	Sum	1	
2	Install four (4) concrete urn footings with limestone bases	Sum	1	
3	Purchase and plant perennials and groundcover in each of the four plant beds	Sum	1	
4	Seed and straw any bare areas immediately adjacent to the four plant beds	Sum	1	
5	Mulch four landscaped beds with chocolate colored fine processed organic mulch	Sum	1	
6	Remove and stack on pallets limestone blocks from hillside	Sum	1	
7	Prepare hillside for planting grass seed and plant seed	Sum	1	
8	Cover newly planted grass seed with erosion control blanket	Sum	1	
	TOTAL			

All work to be completed in accordance with specifications described in this request for quotes.

The contractor is advised to visit the site to view the proposed work to determine the extent and nature of the listed work items.

Respectfully submitted:

_____	_____
Company	Date
_____	_____
Title	Signature

Address	

APPROVED BY CITY OF GALENA

_____	_____
Signature	Date

Detail A1

STEEL EDGING

SEDUM SPECTABILE 'NEON'

STACHYS 'PINK COTTON CANDY'

PHYSOSTEGIA 'MISS MANNER'

SEDUM LIME ZINGER

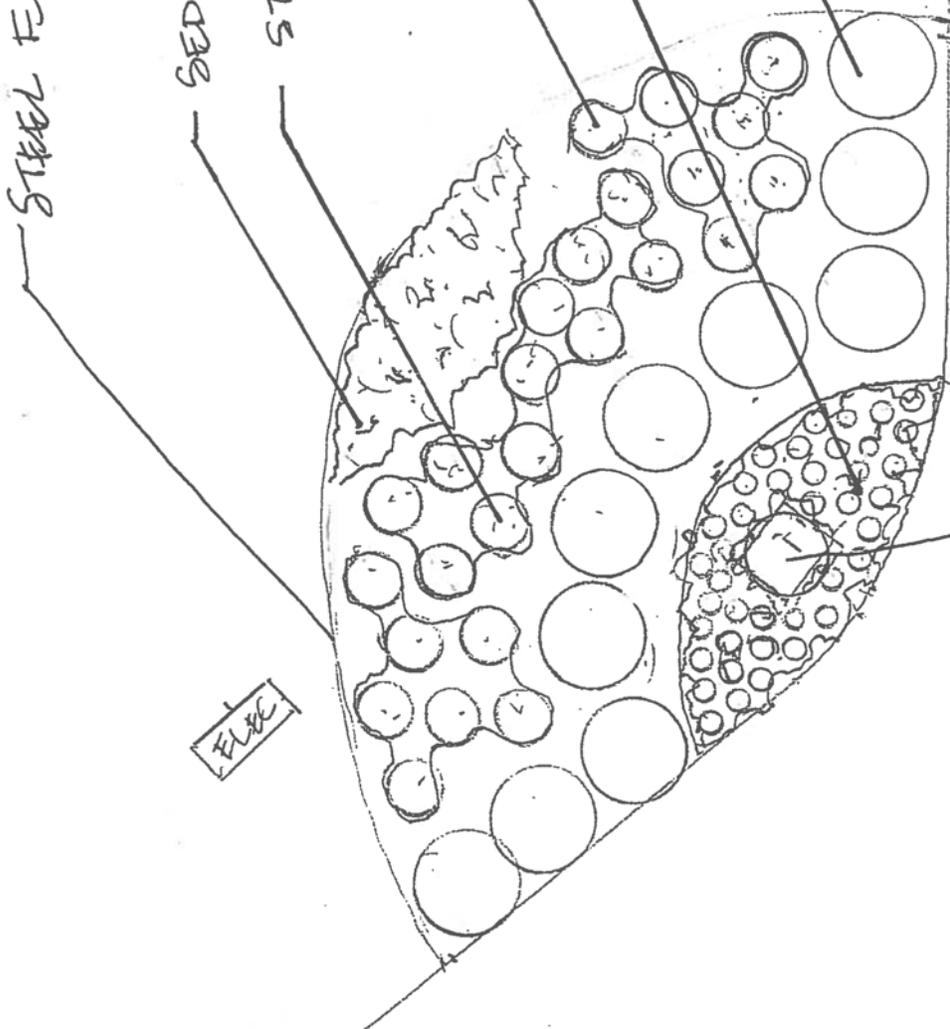
BOXWOOD

GRANT PARK FOUNTAIN
DETAIL TOP.

SCALE: 1/4" = 1'-0"

POT WALL/FOOTING

ELC



DETAIL A2

GRANT PARK FOUNTAIN MATERIAL LIST

SHRUBS

- 40 #5 sz. Boxwood Green Velvet

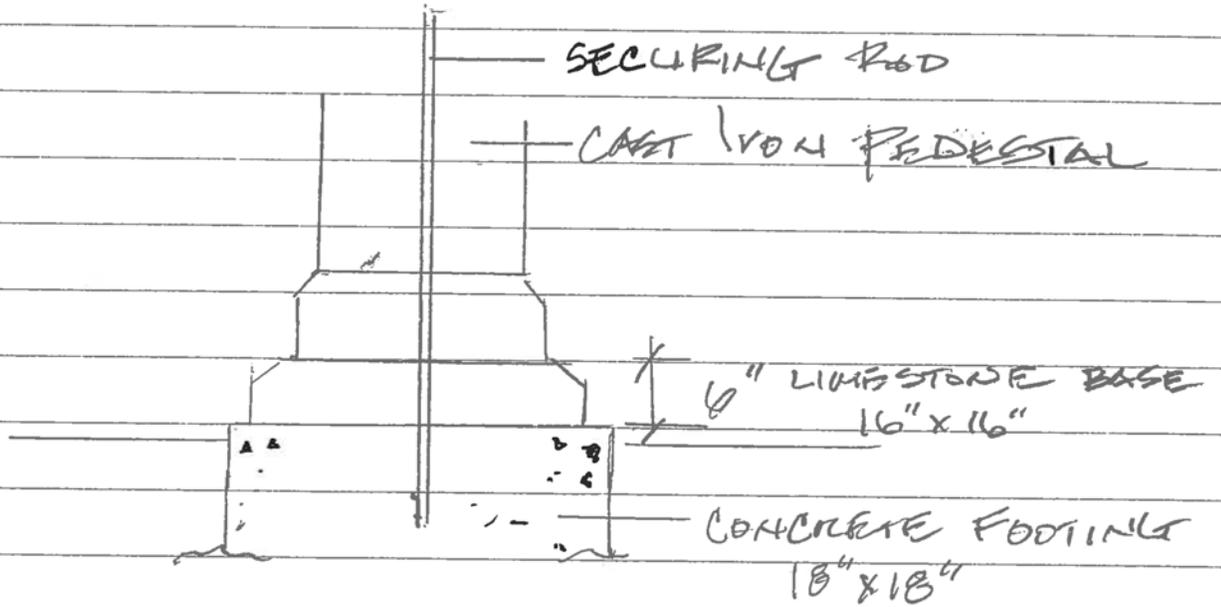
PERENNIALS AND GROUNDCOVER

- 56 Physostegia Miss Manner
- 44 Stachy's Pink Cotton Candy
- 40 Allium Summer Beauty
- 44 Sedum Spectabile Neon
- 56 Sedum Sunsparkler Lime Zinger
- 4-6 Wisteria Vines (to be planted by others)

EDGING

- 140 feet of steel edging with spikes

Detail B



Detail C

Grant Park Photos



Grant Park Fountain with Four Landscape Beds



Grant Park Fountain Northeast Landscape Bed



Grant Park Fountain Northwest Landscape Bed



Grant Park Fountain Southeast Landscape Bed



Grant Park Fountain Southwest Landscape Bed



Gazebo Hillside Area

GRANT PARK LANDSCAPING BIDDER LIST

	CONTRACTOR	ADDENDUM		COST
1	<p>Pat Hahn Galena Lawn Care & Landscape 9289 West Powder House Hill Rd Galena, Illinois 61036</p> <p>815-291-4016 Perfectionlawncare2003@gmail.com</p>			
2	<p>Jeremy White White Construction 316 South Street Galena IL 61036</p> <p>815-291-9379 whitepackaging@gmail.com</p>			
3	<p>Chris Timp Timp Landscaping 4492 North Elizabeth Scales Mound Road Scales Mound, IL 61075</p> <p>815-777-8907 timplandscaping@yahoo.com</p>			
4	<p>Chris Jackson Chris Jackson Landscaping, Inc. 9402 W US Highway 20 Galena, Illinois 61036</p> <p>815-238-2321</p>			
5	<p>Ben Wiene Excavating and Landscaping 144 Stone Quarry Lane Galena, Illinois 61036</p> <p>815-541-4741</p>			

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis, City Engineer *A Lewis*

DATE: 18 May 2017

RE: Refurbishment of Pavilion
Approval of Request for Quotes

Request for quotes for this project were sent to five contractors, of these two responded and are detailed as follows and are summarized in attached table:

Ref #	Company	Base Bid \$
1	White Construction	21,750
2	Earl Thompson Masonry	9,154

This project involves refurbishment of the pavilion in Grant Park, including: cleaning and repainting of the entire structure including windows and doors, repair of damaged concrete/stucco and associated work. The cost estimate for the project was in the region of \$10,000 with 100% funding by the Galena Foundation.

I recommend the city council approves the quote from Earl Thompson Masonry for \$9,154 to refurbish the pavilion in Grant Park.

Refurbishment of the Pavilion at Grant Park
Bid Tabulation

#	ITEM	UNIT	QUANTITY	Earl Thompson Masonry		White Construction	
				UNIT COST \$	AMOUNT \$	UNIT COST \$	AMOUNT \$
1	Pressure wash entire structure	Sum	1	575	575	1000	1000
2	Grind-out and fill open joints in walls and floor	LF	30	56	1680	50	1500
3	Remove loose stucco and repair with mortar	SF	10	30	300	100	1000
4	Repair base of west facing door	Sum	1	850	850	300	300
5	Place sealant to separated joints in block wall	Sum	1	94	94	100	100
6	Provide and install brackets to downspouts. To match existing	Each	6	35	210	25	150
7	Remove existing wire mesh window grills and replace with new units	Each	2	65	130	500	1000
8	Remove loose paint from windows and repaint	Sum	1	200	200	500	500
9	Remove loose paint from doors and repaint	Sum	1	260	260	2000	2000
10	Repaint entire pavilion	Sum	1	3300	3300	9000	9000
11	Paint north, east and west facing walls of rest-room area (lower level)	Sum	1	875	875	3000	3000
12	Apply two coats of Sherwin Williams Porch and Floor enamel to floor area	Sum	1	680	680	2200	2200
	TOTALS				9154		21750

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: May 18, 2017

RE: Fire Department Ladder Truck

At the September 12, 2016 council meeting, you authorized the Fire Department to initiate bidding to replace the aerial ladder truck. I am attaching the memorandum from that meeting describing the proposed process. I am writing now with update on the bidding process and a recommendation from the Fire Department for purchasing a new aerial truck.

Bid requests were submitted to four truck companies. Bids were received from two of the companies, E-One Fire Apparatus and Rosenbauer. The companies that did not bid, Ferrara Fire Apparatus and Sutphun, were unable to provide trucks that could meet the height and outrigging specifications.

E-One provided a single bid, whereas Rosenbauer provided bids for two different trucks. A summary of the bids is provided in Table 1.

Company	Truck	Base Bid	Pre-Pay Discount	Final Cost
E-One Fire Apparatus	95' Aerial	\$1,064,000	\$40,630	\$1,023,370
Rosenbauer	101' Cobra Aerial	\$1,043,428	\$25,956	\$1,017,472
Rosenbauer	115- T-Rex Aerial	\$1,465,923	\$54,312	\$1,411,611

The Fire Department is recommending the purchase of the Rosenbauer T-Rex aerial truck. Pictures of the proposed truck are shown on page 3. This is the most expensive of the three options, but also the most versatile and functional. Fire Chief, Randy Beadle, will be at the meeting to explain why the department is recommending the T-Rex.

The Fire Department has been planning for the replacement of the aerial truck for many years. Several years ago, we worked together to develop a 20-year budget projection for planning purposes. I am attaching the 20-year budget to demonstrate the long-term viability of the Fire Fund, including the purchase of the \$1.4 million truck.

Rosenbauer offers a discount for pre-payment of the full contract price within 30-days of executing the purchase contract. For the T-Rex, the discount is \$54,312. The Fire Department and I have reviewed options for paying for the new truck. The original plan was to pay for the truck next fiscal year (2018-19) at the time of delivery. Fire Fund reserves would be insufficient for paying for the truck in the current fiscal year.

The following are the basic payment options:

1. Do not prepay and pay the entire cost of the truck next fiscal year using Fire Fund reserves.
2. Prepay and obtain financing from a local bank for part of the purchase cost.
3. Prepay and use a short-term loan from the General Fund to maintain a positive operating balance in the Fire Fund.

Since the prepay discount is far greater than the potential interest to be earned by waiting to pay at the time of delivery, I advocate Option 3 (prepay with a short-term loan from the General Fund). Under this scenario, a loan of \$150,000 would be made from the General Fund to the Fire Fund this fiscal year. That loan would be repaid next fiscal year with interest of 1.5% or \$1,500. The Fire Fund balance would be expected to reach a low of \$136,473 this fiscal year before climbing back up to over \$300,000 next fiscal year (FY 2018-19). One of the revenue sources next fiscal year would be the sale of the current aerial truck for at least \$125,000. The following table shows the projected Fire Fund for the current and next fiscal year.

Table 1. Projected Fire Fund Budget through April 30, 2019

	Beginning Fund Balance May 1, 2017	Beginning Fund Balance May 1, 2018
BEGINNING FUND BALANCE	\$1,326,463	\$136,473
REVENUES		
Budgeted Revenue	\$381,173	\$379,483
Sale of Old Aerial Truck	\$0	\$125,000
Interfund Transfer (from General Fund)	\$150,000	\$0
TOTAL REVENUE	\$531,173	\$504,483
EXPENSES		
Budgeted Expenses	\$309,475	\$176,174
New Aerial Truck	\$1,466,000	\$0
Aerial Truck Pre-Pay Discount	-\$54,312	\$0
Aerial Truck Interest	\$0	\$0
Interfund Transfer (to General Fund)	\$0	\$151,500
TOTAL EXPENSES	\$1,721,163	\$327,674
ENDING FUND BALANCE	\$136,473	\$313,282

After making the interfund loan under the proposed funding scenario, the estimated balance of the General Fund would be \$1.32 million at the end of the current fiscal year.

Please let me know if you have any questions.

Rosenbauer T-Rex Aerial Fire Truck



Galena Fire Department

20-Year Budget Projections

Actual Budget										
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
BEGINNING FUND BALANCE	\$1,151,021	\$1,326,463	\$136,473	\$313,282	\$516,470	\$719,276	\$821,471	\$1,002,310	\$1,201,931	\$1,400,156
REVENUES										
Property Tax	\$344,587	\$348,033	\$351,513	\$355,028	\$358,579	\$362,164	\$365,786	\$369,444	\$373,138	\$376,870
Interest	\$6,150	\$6,632	\$682	\$1,566	\$2,582	\$3,596	\$4,107	\$5,012	\$6,010	\$7,001
Misc.	\$70	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surplus Equipment Sales	\$0	\$0	\$125,000	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000
Rural District	\$25,250	\$26,008	\$26,788	\$27,591	\$28,419	\$29,272	\$30,150	\$31,054	\$31,986	\$32,946
Transfer In	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUE	\$376,057	\$531,173	\$504,483	\$384,686	\$390,080	\$395,532	\$400,543	\$406,010	\$411,634	\$452,316
EXPENSES										
Salaries	\$35,400	\$35,400	\$37,170	\$39,029	\$40,980	\$43,029	\$45,180	\$47,439	\$49,811	\$52,302
Death Benefit	\$2,500	\$2,200	\$2,310	\$2,426	\$2,547	\$2,674	\$2,808	\$2,948	\$3,096	\$3,250
Copier Maintenance	\$750	\$750	\$788	\$827	\$868	\$912	\$957	\$1,005	\$1,055	\$1,108
Vehicle Maintenance	\$1,750	\$1,750	\$1,838	\$1,929	\$2,026	\$2,127	\$2,233	\$2,345	\$2,462	\$2,586
Radio Service	\$1,200	\$1,300	\$1,365	\$1,433	\$1,505	\$1,580	\$1,659	\$1,742	\$1,829	\$1,921
Laundry Service	\$525	\$525	\$551	\$579	\$608	\$638	\$670	\$704	\$739	\$776
Inspection Service	\$2,500	\$2,500	\$2,625	\$2,756	\$2,894	\$3,039	\$3,191	\$3,350	\$3,518	\$3,694
Postage	\$150	\$150	\$158	\$165	\$174	\$182	\$191	\$201	\$211	\$222
Telephone	\$1,700	\$1,700	\$1,785	\$1,874	\$1,968	\$2,066	\$2,170	\$2,278	\$2,392	\$2,512
Dues	\$750	\$750	\$788	\$827	\$868	\$912	\$957	\$1,005	\$1,055	\$1,108
Travel	\$1,500	\$1,500	\$1,575	\$1,654	\$1,736	\$1,823	\$1,914	\$2,010	\$2,111	\$2,216
Training and Conference	\$3,000	\$5,000	\$5,250	\$5,513	\$5,788	\$6,078	\$6,381	\$6,700	\$7,036	\$7,387
Fire Prevention Training	\$3,000	\$3,000	\$3,150	\$3,308	\$3,473	\$3,647	\$3,829	\$4,020	\$4,221	\$4,432
Publications	\$250	\$500	\$525	\$551	\$579	\$608	\$638	\$670	\$704	\$739
Natural Gas	\$4,500	\$5,000	\$5,250	\$5,513	\$5,788	\$6,078	\$6,381	\$6,700	\$7,036	\$7,387
Electric	\$7,500	\$7,500	\$7,875	\$8,269	\$8,682	\$9,116	\$9,572	\$10,051	\$10,553	\$11,081
Rural Liability Insurance	\$3,700	\$3,700	\$3,885	\$4,079	\$4,283	\$4,497	\$4,722	\$4,958	\$5,206	\$5,467
Building Maint. Supplies	\$5,000	\$5,500	\$5,775	\$6,064	\$6,367	\$6,685	\$7,020	\$7,371	\$7,739	\$8,126
Vehicle Maint. Supplies	\$6,000	\$6,500	\$6,825	\$7,166	\$7,525	\$7,901	\$8,296	\$8,711	\$9,146	\$9,603
Parking Lot Repair	\$250	\$63,000	\$1,000	\$1,050	\$1,103	\$1,158	\$1,216	\$1,276	\$1,340	\$1,407
Office Supplies	\$500	\$1,000	\$1,050	\$1,103	\$1,158	\$1,216	\$1,276	\$1,340	\$1,407	\$1,477
Operating Materials	\$7,500	\$8,500	\$8,925	\$9,371	\$9,840	\$10,332	\$10,848	\$11,391	\$11,960	\$12,558
Vehicle Operations	\$5,500	\$5,500	\$5,775	\$6,064	\$6,367	\$6,685	\$7,020	\$7,371	\$7,739	\$8,126
Storage	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Generator	\$250	\$250	\$263	\$276	\$289	\$304	\$319	\$335	\$352	\$369
New Equipment	\$70,000	\$81,500	\$50,000	\$50,000	\$50,000	\$150,000	\$50,000	\$50,000	\$50,000	\$150,000
New Vehicles	\$0	\$1,466,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
Pre-Pay Truck Discount	\$0	(\$54,312)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Training Center	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Training Classroom Bldg	\$17,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building Improvements	\$10,000	\$55,000	\$10,000	\$10,000	\$10,000	\$10,000	\$30,000	\$10,000	\$10,000	\$30,000
Contingency	\$5,500	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Transfers Out	\$1,940	\$3,500	\$155,175	\$3,675	\$3,859	\$4,052	\$4,254	\$4,467	\$4,690	\$4,925
TOTAL EXPENSES	\$200,615	\$1,721,163	\$327,674	\$181,499	\$187,274	\$293,337	\$219,704	\$206,389	\$213,409	\$840,779
GAIN/(LOSS)	\$175,442	(\$1,189,990)	\$176,810	\$203,187	\$202,806	\$102,195	\$180,839	\$199,620	\$198,225	(\$388,463)
ENDING FUND BALANCE	\$1,326,463	\$136,473	\$313,282	\$516,470	\$719,276	\$821,471	\$1,002,310	\$1,201,931	\$1,400,156	\$1,011,693
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10

*Assuming 1% per year in property tax revenue growth and 5% per year inflation on all non-capital expenses

Capital Improvement Plan Projects

	Year 11 FY 2016/17	Year 12 FY 2017/18	Year 13 FY 2018/19	Year 14 FY 2019/20	Year 15 FY 2020/21	Year 16 FY 2021/22	Year 17 FY 2022/23	Year 18 FY 2023/24	Year 19 FY 2024/25	Year 20 FY 2025/26
BEGINNING FUND BALANCE	\$1,011,693	\$1,050,321	\$1,050,321	\$1,050,321	\$1,050,321	\$1,050,321	\$1,050,321	\$1,050,321	\$1,050,321	\$1,050,321
REVENUES										
Property Tax	\$380,638	\$384,445	\$388,289	\$392,172	\$396,094	\$400,055	\$404,055	\$408,096	\$412,177	\$416,299
Interest	\$5,058	\$5,252	\$5,252	\$5,252	\$5,252	\$5,252	\$5,252	\$5,252	\$5,252	\$5,252
Misc.	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surplus Equipment Sales	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0	\$0	\$0
Rural District	\$33,934	\$34,952	\$36,000	\$37,080	\$38,193	\$39,339	\$40,519	\$41,734	\$42,986	\$44,276
TOTAL REVENUE	\$420,131	\$425,148	\$430,041	\$435,004	\$440,038	\$445,145	\$485,326	\$455,582	\$460,915	\$466,326
EXPENSES										
Salaries	\$54,917	\$57,663	\$60,546	\$63,573	\$66,752	\$70,090	\$73,594	\$77,274	\$81,137	\$85,194
Death Benefit	\$3,413	\$3,584	\$3,763	\$3,951	\$4,148	\$4,356	\$4,574	\$4,802	\$5,042	\$5,295
Copier Maintenance	\$1,163	\$1,222	\$1,283	\$1,347	\$1,414	\$1,485	\$1,559	\$1,637	\$1,719	\$1,805
Vehicle Maintenance	\$2,715	\$2,851	\$2,993	\$3,143	\$3,300	\$3,465	\$3,638	\$3,820	\$4,011	\$4,212
Radio Service	\$2,017	\$2,118	\$2,223	\$2,335	\$2,451	\$2,574	\$2,703	\$2,838	\$2,980	\$3,129
Laundry Service	\$814	\$855	\$898	\$943	\$990	\$1,039	\$1,091	\$1,146	\$1,203	\$1,263
Inspection Service	\$3,878	\$4,072	\$4,276	\$4,490	\$4,714	\$4,950	\$5,197	\$5,457	\$5,730	\$6,017
Postage	\$233	\$244	\$257	\$269	\$283	\$297	\$312	\$327	\$344	\$361
Telephone	\$2,637	\$2,769	\$2,908	\$3,053	\$3,206	\$3,366	\$3,534	\$3,711	\$3,896	\$4,091
Dues	\$1,163	\$1,222	\$1,283	\$1,347	\$1,414	\$1,485	\$1,559	\$1,637	\$1,719	\$1,805
Travel	\$2,327	\$2,443	\$2,566	\$2,694	\$2,828	\$2,970	\$3,118	\$3,274	\$3,438	\$3,610
Training and Conference	\$7,757	\$8,144	\$8,552	\$8,979	\$9,428	\$9,900	\$10,395	\$10,914	\$11,460	\$12,033
Fire Prevention Training	\$4,654	\$4,887	\$5,131	\$5,388	\$5,657	\$5,940	\$6,237	\$6,549	\$6,876	\$7,220
Publications	\$776	\$814	\$855	\$898	\$943	\$990	\$1,039	\$1,091	\$1,146	\$1,203
Natural Gas	\$7,757	\$8,144	\$8,552	\$8,979	\$9,428	\$9,900	\$10,395	\$10,914	\$11,460	\$12,033
Electric	\$11,635	\$12,217	\$12,828	\$13,469	\$14,142	\$14,849	\$15,592	\$16,372	\$17,190	\$18,050
Rural Liability Insurance	\$5,740	\$6,027	\$6,328	\$6,645	\$6,977	\$7,326	\$7,692	\$8,077	\$8,480	\$8,904
Building Maint. Supplies	\$8,532	\$8,959	\$9,407	\$9,877	\$10,371	\$10,890	\$11,434	\$12,006	\$12,606	\$13,236
Vehicle Maint. Supplies	\$10,084	\$10,588	\$11,117	\$11,673	\$12,257	\$12,870	\$13,513	\$14,189	\$14,898	\$15,643
Parking Lot Repair	\$1,477	\$1,551	\$1,629	\$1,710	\$1,796	\$1,886	\$1,980	\$2,079	\$2,183	\$2,292
Office Supplies	\$1,551	\$1,629	\$1,710	\$1,796	\$1,886	\$1,980	\$2,079	\$2,183	\$2,292	\$2,407
Operating Materials	\$13,186	\$13,846	\$14,538	\$15,265	\$16,028	\$16,829	\$17,671	\$18,554	\$19,482	\$20,456
Vehicle Operations	\$8,532	\$8,959	\$9,407	\$9,877	\$10,371	\$10,890	\$11,434	\$12,006	\$12,606	\$13,236
Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Generator	\$388	\$407	\$428	\$449	\$471	\$495	\$520	\$546	\$573	\$602
New Equipment	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000	\$50,000	\$50,000	\$50,000	\$50,000
New Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0
Pre-Pay Truck Discount	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Training Center	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Training Classroom Bldg	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building Improvements	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Contingency	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
Transfers	\$5,171	\$5,430	\$5,701	\$5,986	\$6,285	\$6,600	\$6,930	\$7,276	\$7,640	\$8,022
TOTAL EXPENSES	\$229,018	\$237,144	\$245,676	\$254,635	\$264,042	\$423,919	\$784,290	\$295,180	\$306,613	\$318,619
GAIN/(LOSS)	\$191,113	\$188,004	\$184,365	\$180,369	\$175,996	\$21,226	(\$298,964)	\$160,402	\$154,301	\$147,707
ENDING FUND BALANCE	\$1,202,805	\$1,238,326	\$1,234,686	\$1,230,690	\$1,226,318	\$1,071,547	\$751,357	\$1,210,724	\$1,204,623	\$1,198,029
	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: September 8, 2016

RE: Aerial Fire Truck Bidding Process

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

The Fire Department has organized internal committees to create specifications for a new aerial ladder truck to replace the current 1996 E-One ladder truck. The purchase is included in the Capital Improvement Plan for fiscal year 2018-19.

Our volunteers seek the council authorization to move forward with the bidding process. The process would include providing specifications directly to four truck manufacturers that are able to provide the customization necessary to fit the new truck in the 12 feet high bay at the Bench Street station. The expected bidders include the following companies:

- E-One
- Ferrara Fire Apparatus
- Rosenbauer America
- Sutphun

Based on preliminary discussion with the companies, it is likely that each company will propose a truck with slightly different construction and features than the others. When bids are received, the Fire Department would evaluate the proposals and make a recommendation to the council based on the ability of the bidder to meet the desired specifications and overall value.

Construction of the truck is expected to take approximately one year. The Fire Department may propose to finance part of the cost of the truck. The current aerial truck would be sold on the open market.

Thank you for your consideration. Please let me know if you have any questions.

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis, City Engineer *A Lewis*

DATE: 18 May 2017

RE: Gateway Park Restroom Screening Area
Approval of Quotes

Request for quotes for this project were sent to five contractors, of which only two were received. These are summarized in the table below.

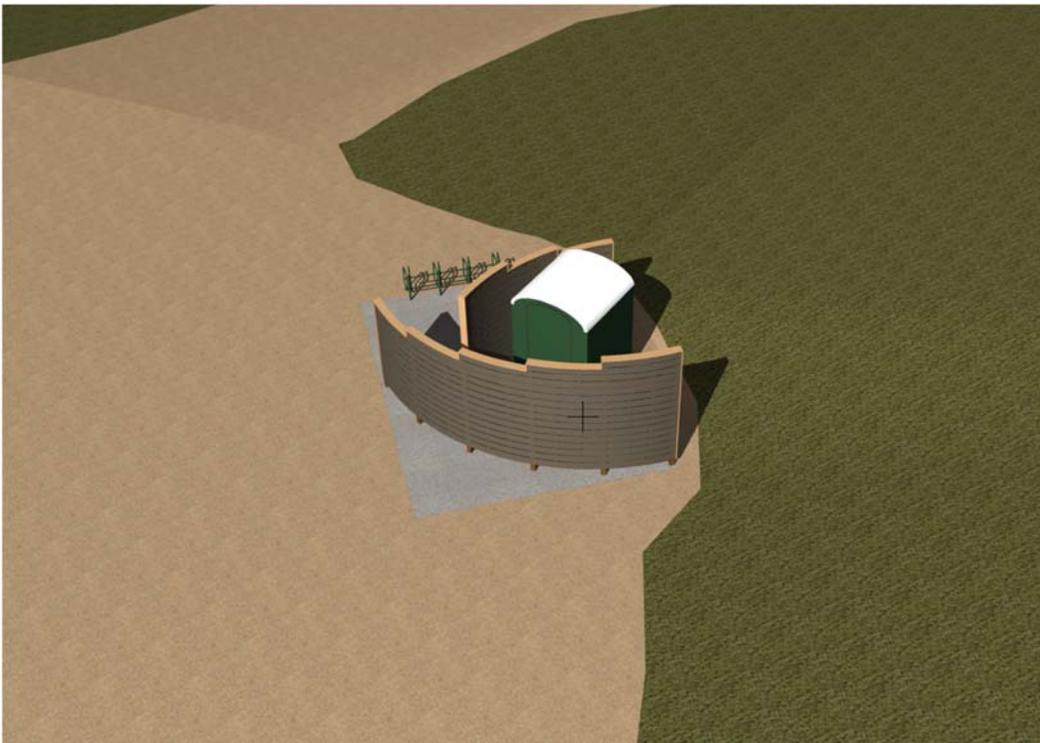
Contractor	Base Bid \$
Faulkner Construction	6,775
Galena Repair and Maintenance	16,558

This project involves the construction of two screening walls to help mask the porta-potty restroom at Gateway Park. The walls will be constructed of treated lumber with fiber cement siding secured to the existing concrete slab. This design was completed by Jim Baranski who very kindly donated his time and material to this element of the restroom project.

The cost of the screening area is within the total project budget of \$12,500 which entirely uses grant funding from the Illinois Department of Commerce and Economic Opportunity (DCEO). The remainder of the funds will be used to pay for the restroom unit, drinking fountain and associated work.

I recommend the city council approves the quote from Falkner Construction for \$6,775 to construct two screening walls to the Gateway Park restroom.

Gateway Park Restroom Screening Structure



CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis - City Engineer *ALewis*

DATE: 18 May 2017

RE: Gear Street Reconstruction Project
Approval of Revised Agreement with IDOT

Earlier this year the city council approved a Local Agency Agreement for State participation with IDOT for the Gear Street project. This document described two sources of project funding with the State contributing \$2,494,682 and the city responsible for \$100,000 towards part of the sidewalk between West Street and Caroldon Court.

Unfortunately, there was an error in the document and IDOT now require the city to contribute a total of \$165,000. Therefore, IDOT has asked the city to allocate an additional \$65,000 to the project as described in the attached agreement. They will then update the project agreement which is presently at Springfield for final approval. Once this is complete, IDOT will then send us the funding amount so the project can be bid later this year or early next year for a Spring 2018 start.

I seek approval from the city council to allocate an additional \$65,000 towards the Gear Street Reconstruction project as detailed in the revised agreement. A budget amendment will be completed for this amount.

Local Agency	 Illinois Department of Transportation Local Agency Agreement for State Participation	Job Number - Construction
City of Galena		C-92-070-12
Section		Job Number - Engineering/ROW
10-00045-00-FP		P-92-084-10

This Agreement is made and entered into between the above local agency hereinafter referred to as "LA", and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LA jointly propose to improve the designated location as shown below.

Location

Local Name Gear Street Route NA Length 6,400 Ft.

Termini Beginning south of the Bench Street intersection and continuing northwesterly along Gear Street
to a point located approximately 120 feet southwest of the US 20/IL 84 intersection.

Current Jurisdiction City of Galena

Project Description

Roadway removal and reconstruction of Gear Street from the intersection of Bench Street to the intersection with US Route 20/IL 84.

Project includes Portland Cement Concrete Pavement, Subbase Granular Material, Combination Concrete Curb & Gutter, Portland Cement Concrete Sidewalks, Hot Mix Asphalt Binder & Surface Courses, Driveways, Storm Sewer, Erosion Control, Seeding, and related appurtenances.

Division of Cost

Type of Work	STATE*	LA**	Total
Participating Construction	2,210,334	\$100,000	2,310,334
Non-Participating Construction		65,000	65,000
Preliminary Engineering	29,782		29,782
Construction Engineering	89,566		89,566
Right-of-Way			0
			0
			0
TOTAL	\$2,329,682	\$ 0	\$2,494,682

Note: * 100% STATE funds NTE \$2,329,682.
 ** Balance shall be the responsibility of the local agency.

Payment Method (check one):

Upon execution of the construction contract and request of payment from the LA, the STATE will pay the LA 95% of its share of the project costs. The remaining 5% will be paid to the LA upon receipt of the final invoice.

The STATE will reimburse the LA for the STATE share of the project on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the LA

Agreement Provisions

1. It is mutually agreed that the PROJECT will be processed, let and constructed in accordance with Motor Fuel Tax standards, policies and procedures.
2. Construction of the PROJECT will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction.
3. The LA will certify to the STATE that all necessary right-of-way, temporary and permanent easements, and temporary use permits have been obtained or are not required, prior to the LA advertising for bids for the PROJECT.
4. The PROJECT will be let and awarded by the LA upon approval of the plans and specifications by the STATE.
5. The LA agrees to retain jurisdiction and to maintain or cause to be maintained the completed PROJECT in a manner satisfactory to the STATE unless otherwise specified by addendum.
6. Upon approval of the final plans and specifications by the STATE and the LA, the LA agrees to accept bids and award the contract to the lowest responsible bidder after receipt of a satisfactory bid and concurrence in the award has been received from the STATE. If necessary the LA agrees to provide, or cause to be provided, all of the initial funding necessary to complete the project subject to reimbursement by the STATE.
7. The LA shall maintain, for a minimum of 3 years after the completion of the project, adequate books, records, and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with this Agreement. All books, records, and supporting documents related to the project shall be available for review and audit by the Auditor General and the Department. The LA agrees to cooperate fully with any audit conducted by the Auditor General and the Department and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract of which adequate books, records, and supporting documentation are not available to support their purported disbursement.
8. To complete this phase of the project within three years from the date this agreement is approved by the STATE if this portion of the project described in the Project Description does not exceed \$1,000,000 (five years if the project costs exceed \$1,000,000).
9. Upon completion of this phase of the project, the LA will submit to the STATE a complete and detailed final invoice with all applicable supporting documentation of all incurred costs, less previous payments, no later than one year from the date of completion of this phase of the project. If a final invoice is not received within one year of completion of this phase of the project, the most recent invoice may be considered the final invoice and the obligation of funds closed.
10. Obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly fails to appropriate or otherwise make available funds for the work contemplated herein.
11. All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application.
12. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

Local Agency City of Galena	Section 10-00045-00-FP
--------------------------------	---------------------------

EXHIBITS

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.

Exhibit A - Location Map

Exhibit B- Gear Street Detour Concurrence

Exhibit C- Proposed IDOT US 20 Detour Route Map

The LA further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all exhibits indicated above.

APPROVED

Local Agency

Terrance Renner

Name of Official (Print or Type Name)

Mayor

Title (County Board Chairperson/Mayor/Village President/etc.)

(Signature)

Date

The above signature certifies the agency's TIN number is _____ conducting business as a Governmental Entity.

NOTE: If signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

APPROVED

State of Illinois
Department of Transportation

Randall S. Blankenhorn, Secretary of Transportation

Date

By:

Aaron A. Weatherholt, Deputy Director of Highways

Date

Omer Osman, Director of Highways/Chief Engineer

Date

William M. Barnes, Chief Counsel

Date

Jeff Heck, Chief Fiscal Officer (CPO)

Date

Local Agency
City of Galena

Section
10-00045-00-FP

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
A & T POOLS AND SPAS (120252)							
1618	1	Invoice	SAND/FILTERS	05/23/2017	3,565.00		59.55.511.02
Total A & T POOLS AND SPAS (120252):					3,565.00		
ADDOCO INC (971)							
00065119	1	Invoice	MULCH	05/11/2017	240.00		17.52.820.06
00065119	2	Invoice	MULCH	05/11/2017	288.00		59.55.511.02
Total ADDOCO INC (971):					528.00		
AMER. PUBLIC WORKS ASSOC. (758)							
050817	1	Invoice	DUES	05/08/2017	190.00		01.45.561.00
Total AMER. PUBLIC WORKS ASSOC. (758):					190.00		
AMERICAN PLANNING ASSOC. (255)							
308609-1704	1	Invoice	APA DUES	05/03/2017	313.00		01.16.561.00
Total AMERICAN PLANNING ASSOC. (255):					313.00		
AMERICAN WATER ENTERPRISES (1005)							
EMCI-00014	1	Invoice	WATER CONTRACT	05/08/2017	26,441.16		51.42.515.00
EMCI-00014	2	Invoice	SEWER CONTRACT	05/08/2017	26,441.15		52.43.515.01
Total AMERICAN WATER ENTERPRISES (1005):					52,882.31		
AT & T (LOCAL) (103)							
051717	1	Invoice	POOL/PHONE	05/17/2017	40.57		59.55.552.00
051717	2	Invoice	PUBLIC WORKS/PHONE	05/17/2017	55.95		01.41.552.00
051717	3	Invoice	FIRE DEPARTMENT/PHO	05/17/2017	40.87		22.22.552.00
051717	4	Invoice	EMS/PHONE	05/17/2017	40.57		12.10.552.00
051717	5	Invoice	POLICE/PHONE	05/17/2017	723.75		01.21.552.00
051717	6	Invoice	FIRE DEPARTMENT/PHO	05/17/2017	40.36		22.22.552.00
051717	7	Invoice	ADMINISTRATION/PHON	05/17/2017	316.76		01.13.552.00
051717	8	Invoice	FLOOD CONTROL/PHON	05/17/2017	40.57		20.25.515.00
051717	9	Invoice	ADMINISTRATION/PHON	05/17/2017	41.58		01.13.552.00
Total AT & T (LOCAL) (103):					1,340.98		
AT & T LONG DISTANCE (119065)							
051617	1	Invoice	PUBLIC WORKS/LONG DI	05/16/2017	1.49		01.41.552.00
051617	2	Invoice	FIRE DEPARTMENT/LON	05/16/2017	.43		22.22.552.00
051617	3	Invoice	POLICE/LONG DISTANCE	05/16/2017	16.51		01.21.552.00
051617	4	Invoice	ADMINISTRATION/LONG	05/16/2017	56.61		01.13.552.00
Total AT & T LONG DISTANCE (119065):					75.04		
AZAVAR AUDIT (120348)							
050117	1	Invoice	AZAVAR AUDIT FEE	05/01/2017	2,363.68		01.11.929.02
Total AZAVAR AUDIT (120348):					2,363.68		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
BATTERY CENTER, THE (169)							
10156	1	Invoice	ST. LIGHT MAINTENANC	04/04/2017	134.98		01.41.514.11
Total BATTERY CENTER, THE (169):					134.98		
BAUGHN, TINA (120375)							
051717	1	Invoice	REFUND	05/17/2017	30.00		59.55.929.00
Total BAUGHN, TINA (120375):					30.00		
CARD SERVICE CENTER (119840)							
051717	1	Invoice	RENTLY/DEPOT	05/17/2017	30.00		01.13.511.03
051717	2	Invoice	OFFICE 365 ANNUAL FEE	05/17/2017	459.00		01.13.512.01
051717	3	Invoice	LIPTAK DIGITAL BACKUP	05/17/2017	279.00		01.13.512.04
051717	4	Invoice	CREATIVE CLOUD	05/17/2017	21.24		01.16.553.00
051717	5	Invoice	SAFETY VESTS	05/17/2017	134.85		01.21.471.15
051717	6	Invoice	BODY BAGS	05/17/2017	120.00		01.21.652.03
051717	7	Invoice	WEED SPRAY	05/17/2017	345.06		17.52.652.00
051717	8	Invoice	URN BASES/GRANT PAR	05/17/2017	1,101.50		17.52.890.00
051717	9	Invoice	EXCHANGE ON LINE	05/17/2017	119.00		51.42.929.00
051717	10	Invoice	RENTLY/TURNER HALL	05/17/2017	30.00		58.54.532.00
051717	11	Invoice	FACILITIES TABLET	05/17/2017	1,139.00		58.54.553.00
051717	12	Invoice	FILE CABINETS	05/17/2017	399.96		59.55.511.02
051717	13	Invoice	LESSON REGISTRATION	05/17/2017	300.00		59.55.563.00
051717	14	Invoice	COMMUNICATION BOAR	05/17/2017	39.99		59.55.651.00
Total CARD SERVICE CENTER (119840):					4,518.60		
CIVIL CONSTRUCTORS, INC. (1122)							
051617	1	Invoice	RAMP PROJECT	05/16/2017	20,934.83		22.22.617.00
051717	1	Invoice	CONSTRUCTION	05/17/2017	48,704.28		01.41.863.19
106073	1	Invoice	BIKE TRAIL/GATEWAY	04/30/2017	901.36		17.52.517.01
106074	1	Invoice	STORM SEWER	04/30/2017	804.25		01.41.514.06
Total CIVIL CONSTRUCTORS, INC. (1122):					71,344.72		
DECKER SUPPLY CO., INC. (867)							
895852	1	Invoice	STREET SIGNS	05/09/2017	384.71		01.41.652.04
Total DECKER SUPPLY CO., INC. (867):					384.71		
DEVERE, ANGELA (120347)							
051517	1	Invoice	DEPOSIT REFUND	05/15/2017	200.00		58.54.929.00
Total DEVERE, ANGELA (120347):					200.00		
DIXON, R. K. CO. (1)							
1723925	1	Invoice	METER CLICKS	05/08/2017	17.93		01.13.579.00
Total DIXON, R. K. CO. (1):					17.93		
DUBUQUE FIRE EQUIPMENT, INC. (631)							
122644	1	Invoice	RECHARGE EXTINGUISH	04/10/2017	317.00		22.22.929.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total DUBUQUE FIRE EQUIPMENT, INC. (631):					317.00		
ELITE PLUMBING (120136)							
4181	1	Invoice	PLUMBING REPAIRS	05/12/2017	622.38		22.22.611.00
4460	1	Invoice	RESTROOM REPAIRS	05/05/2017	678.00		17.52.652.00
Total ELITE PLUMBING (120136):					1,300.38		
FREE FLIGHT (119306)							
050617	1	Invoice	BIKE/POLICE	05/06/2017	739.91		01.261.0
Total FREE FLIGHT (119306):					739.91		
GALENA ARC (850)							
051617	1	Invoice	ARC DONATION	05/16/2017	15,000.00		01.11.929.06
052217	1	Invoice	HAHN COUNCIL SALARY	05/22/2017	50.00		01.11.432.00
Total GALENA ARC (850):					15,050.00		
GALENA CHRYSLER (82)							
66625	1	Invoice	SQUAD 2 MAINTENANCE	03/15/2017	47.94		01.21.513.06
66637	1	Invoice	SQUAD 3 MAINTENANCE	03/16/2017	38.21		01.21.513.06
66848	1	Invoice	SQUAD 4 MAINTENANCE	04/07/2017	60.29		01.21.513.06
Total GALENA CHRYSLER (82):					146.44		
GALENA GAZETTE (34)							
041517	1	Invoice	POOL AD/GALENIAN	04/15/2017	407.50		59.55.553.00
051717	1	Invoice	SUBSCRIPTION	05/17/2017	62.00		01.21.565.00
Total GALENA GAZETTE (34):					469.50		
GALENA LUMBER CO. (85)							
051517	1	Invoice	STORM SEWER	05/15/2017	27.13		01.41.514.06
051517	2	Invoice	BIKE TRAIL BENCHES	05/15/2017	27.28		17.52.517.01
051517	3	Invoice	PARKING MATERIALS	05/15/2017	22.77		01.41.614.04
051517	4	Invoice	SUPPLIES	05/15/2017	63.42		17.52.652.00
051517	5	Invoice	SUPPLIES	05/15/2017	29.75		22.22.652.00
051517	6	Invoice	FENCE REPAIR	05/15/2017	34.49		59.55.511.01
Total GALENA LUMBER CO. (85):					204.84		
GALL'S, INC. (712)							
007453271	1	Invoice	UNIFORMS/TONY	05/01/2017	61.62		01.21.471.15
007453282	1	Invoice	UNIFORMS/TONY	05/01/2017	259.90		01.21.471.15
007476393	1	Invoice	UNIFORMS/KIM	05/04/2017	242.88		01.21.471.15
007476580	1	Invoice	UNIFORMS/Keith	05/04/2017	358.10		01.21.471.15
007476580	2	Invoice	UNIFORMS/TONY	05/04/2017	14.96		01.21.471.15
007476580	3	Invoice	UNIFORMS/NATHAN	05/04/2017	35.16		01.21.471.15
Total GALL'S, INC. (712):					972.62		

CITY OF GALENA

Invoice Register
Input Dates: 5/9/2017 - 5/31/2017Page: 4
May 18, 2017 10:45AM

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
GREENE, LAVERNE (120377)							
050417	1	Invoice	REFUND	05/04/2017	25.00		17.52.929.00
Total GREENE, LAVERNE (120377):					25.00		
HALSTEAD, MARY L. (119966)							
052217	1	Invoice	CITY HALL JANITOR	05/22/2017	290.00		01.13.511.07
052217	2	Invoice	PUBLIC RESTROOMS AT	05/22/2017	270.00		01.13.511.08
052217	3	Invoice	PARKS RESTROOMS	05/22/2017	765.00		17.52.422.00
052217	4	Invoice	MARKET HOUSE RESTR	05/22/2017	258.50		01.13.511.06
Total HALSTEAD, MARY L. (119966):					1,583.50		
HEALTHCARE SERVICE CORPORATION (118931)							
050817	1	Invoice	HSA/FAMILY/EMPLOYEE	05/08/2017	4,361.00		01.218.0
050817	2	Invoice	PPO/BLUE CROSS BLUE	05/08/2017	396.00		01.218.0
050817	3	Invoice	HEALTH INSURANCE	05/08/2017	29,747.20		01.13.451.00
050817	4	Invoice	WESTEMEIER/INSURAN	05/08/2017	1,075.33		78.32.464.02
Total HEALTHCARE SERVICE CORPORATION (118931):					35,579.53		
HIGLEY (120328)							
62326	1	Invoice	RESTROOPM CLEANING	05/09/2017	48.12		17.52.652.00
62327	1	Invoice	CLEANING SUPPLIES	05/09/2017	41.76		01.13.511.06
Total HIGLEY (120328):					89.88		
HOLLAND, STEVE & JEANNE (120378)							
051717	1	Invoice	CREDIT BALANCE REFU	05/17/2017	30.48		98.115.0
Total HOLLAND, STEVE & JEANNE (120378):					30.48		
HORBACZ, JENNIFER & ANGELO (120376)							
051017	1	Invoice	DEPOSIT REFUND	05/10/2017	200.00		58.54.929.00
Total HORBACZ, JENNIFER & ANGELO (120376):					200.00		
HYDE, MARY BETH (101)							
050317	1	Invoice	TRAVEL REIMBURSEME	05/03/2017	84.30		01.14.562.00
Total HYDE, MARY BETH (101):					84.30		
IIW ENGINEERS & SURVEYORS, PC (260)							
68768	1	Invoice	RE-DESIGN	05/10/2017	5,102.55		17.52.815.03
Total IIW ENGINEERS & SURVEYORS, PC (260):					5,102.55		
J & R RENTAL (1014)							
0042283	1	Invoice	START-UP	05/10/2017	820.20		59.55.511.02
Total J & R RENTAL (1014):					820.20		
JDWI (235)							
41724	1	Invoice	SENIOR TRANSPORTATI	04/30/2017	833.00		01.13.542.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
41744	1	Invoice	FINANCE/RUG SERVICE	04/30/2017	8.00		01.13.654.00
41744	2	Invoice	FIRE/RUG SERVICE	04/30/2017	25.00		22.22.538.01
41744	3	Invoice	POLICE/RUG SERVICE	04/30/2017	30.00		01.21.651.00
41744	4	Invoice	TURNER HALL/RUG SER	04/30/2017	27.00		58.54.654.01
Total JDWI (235):					923.00		
JO CARROLL ENERGY, INC. (397)							
051517	1	Invoice	PUBLIC WORKS/ELECTRI	05/15/2017	289.96		01.41.571.01
051517	2	Invoice	PUBLIC WORKS/ELECTRI	05/15/2017	41.34		01.41.571.01
051517	3	Invoice	PARKS/ELECTRIC	05/15/2017	135.09		17.52.571.01
051517	4	Invoice	FIRE/ELECTRIC	05/15/2017	72.28		22.22.576.01
051517	5	Invoice	POOL/ELECTRIC	05/15/2017	454.18		59.55.571.01
051517	6	Invoice	STREET LIGHTS	05/15/2017	551.33		15.41.572.00
Total JO CARROLL ENERGY, INC. (397):					1,544.18		
JO DAVIESS CTY COLLECTOR (563)							
051717	1	Invoice	TAXES-WATER TOWER	05/17/2017	2,248.16		51.42.929.00
051717	2	Invoice	TECHNICAL DRIVE/TOW	05/17/2017	2,334.58		51.42.929.00
Total JO DAVIESS CTY COLLECTOR (563):					4,582.74		
JO DAVIESS CTY HEALTH DEPT (121)							
050817	1	Invoice	VACATION RENTAL INSP	05/08/2017	100.00		01.16.546.00
Total JO DAVIESS CTY HEALTH DEPT (121):					100.00		
KEEFFER, JANELLE (120130)							
051717	1	Invoice	SUPPLIES	05/17/2017	38.97		58.54.553.00
Total KEEFFER, JANELLE (120130):					38.97		
LAWSON PRODUCTS, INC. (627)							
9304919852	1	Invoice	SUPPLIES	05/05/2017	182.40		17.52.652.00
9304927090	1	Invoice	SUPPLIES	05/09/2017	218.74		01.41.652.00
Total LAWSON PRODUCTS, INC. (627):					401.14		
MACKAY METERS, INC. (120302)							
1047236	1	Invoice	PAY & DISPLAY ANNUAL	04/28/2017	960.00		53.48.555.00
Total MACKAY METERS, INC. (120302):					960.00		
MIDWEST BUSINESS PRODUCTS (38)							
354721	1	Invoice	COPIER MAINTENANCE	05/04/2017	278.54		22.22.512.00
Total MIDWEST BUSINESS PRODUCTS (38):					278.54		
MONTGOMERY TRUCKING (133)							
156847	1	Invoice	REFUSE HANDLING CON	05/01/2017	13,644.40		13.44.540.04
156847	2	Invoice	RECYCLING CONTRACT	05/01/2017	4,719.60		13.44.540.00
156847	3	Invoice	DUMPSTER RENT	05/01/2017	60.00		13.44.544.03
156847	4	Invoice	DUMPSTER DISPOSAL F	05/01/2017	178.00		01.41.573.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total MONTGOMERY TRUCKING (133):					18,602.00		
MOTOROLA SOLUTIONS - STARCOM (119812)							
2932433120	1	Invoice	STARCOM RADIO CHAR	05/01/2017	10.00		01.21.549.00
Total MOTOROLA SOLUTIONS - STARCOM (119812):					10.00		
NAPA AUTO PARTS (79)							
050117	1	Invoice	EQUIPMENT	05/01/2017	182.36		17.52.514.00
050117	2	Invoice	MISC. EQUIPMENT	05/01/2017	1.95		01.41.613.12
Total NAPA AUTO PARTS (79):					184.31		
PERFECTION LAWN CARE (119990)							
1982	1	Invoice	DEPOT LANDSCAPING	04/25/2017	100.00		01.13.511.03
Total PERFECTION LAWN CARE (119990):					100.00		
PETTY CASH/POLICE DEPT. (163)							
051617	1	Invoice	EXPLORERS/BOY SCOU	05/16/2017	24.21		01.21.549.00
Total PETTY CASH/POLICE DEPT. (163):					24.21		
QUILL CORP. (686)							
6571503	1	Invoice	OFFICE SUPPLES/ALL	05/05/2017	79.97		01.13.651.02
Total QUILL CORP. (686):					79.97		
RYAN, ANGELA (119753)							
050117	1	Invoice	DEPOSIT REFUND	05/01/2017	200.00		58.54.929.00
Total RYAN, ANGELA (119753):					200.00		
SCENIC VIEW GREENHOUSE (120374)							
051017	1	Invoice	FLOWER BASKETS	05/10/2017	46.00		01.11.929.01
051117	1	Invoice	FLOWER BASKETS	05/11/2017	644.00		01.11.929.01
Total SCENIC VIEW GREENHOUSE (120374):					690.00		
SLOAN IMPLEMENT (119196)							
042717	1	Invoice	MOWER TRADE-UP	04/27/2017	6,497.36		17.52.830.01
Total SLOAN IMPLEMENT (119196):					6,497.36		
TOP NOTCH PLUMBING, HEATING (625)							
109918	1	Invoice	SEWER REPAIR	05/01/2017	315.00		52.43.929.00
Total TOP NOTCH PLUMBING, HEATING (625):					315.00		
TOTALFUNDS BY HASLER (119730)							
051517	1	Invoice	POSTAGE	05/15/2017	500.00		01.13.551.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
TOTALFUNDS BY HASLER (119730):					500.00		
TRI-COUNTY ECONOMIC DEV. ALLIANCE (119433)							
051617	1	Invoice	TCEDA DONATION	05/16/2017	2,000.00		01.11.929.10
Total TRI-COUNTY ECONOMIC DEV. ALLIANCE (119433):					2,000.00		
TRI-STATE APPAREL (120154)							
122880	1	Invoice	PARKING SIGNS	05/03/2017	66.76		01.41.652.04
122881	1	Invoice	PARKING SIGNS	05/03/2017	233.80		01.41.652.04
123020	1	Invoice	UNIFORMS/NATHAN	05/08/2017	21.65		01.21.471.15
123020	2	Invoice	UNIFORMS/KIM	05/08/2017	21.65		01.21.471.15
Total TRI-STATE APPAREL (120154):					343.86		
TRI-STATE PORTA POTTY, INC. (908)							
1453	1	Invoice	BIKE TRAIL/PORTA POTT	05/11/2017	335.00		17.52.579.01
Total TRI-STATE PORTA POTTY, INC. (908):					335.00		
UPS STORE GALENA, THE (1260)							
050317	1	Invoice	POSTAGE	05/03/2017	10.12		01.21.551.00
051617	1	Invoice	POSTAGE	05/16/2017	10.12		01.21.551.00
Total UPS STORE GALENA, THE (1260):					20.24		
VAN METER INC. (141)							
S009745245.	1	Invoice	GREEN ST. STEP LIGHTS	05/03/2017	210.71		01.41.514.11
Total VAN METER INC. (141):					210.71		
VERIZON WIRELESS (316)							
051517	1	Invoice	PAY & DISPLAY	05/15/2017	75.08		01.21.537.00
051517	2	Invoice	FIRE DEPARTMENT/VERI	05/15/2017	76.02		22.22.552.00
9784891143	1	Invoice	VERIZON JET PACK FOR	05/15/2017	38.01		01.21.652.03
Total VERIZON WIRELESS (316):					189.11		
WAL-MART COMMUNITY (CC) (1258)							
051517	1	Invoice	MARKET HOUSE RESTR	05/15/2017	23.12		01.13.511.06
051517	2	Invoice	SUPPLIES	05/15/2017	22.27		01.13.511.07
051517	3	Invoice	CITIZEN'S ACADEMY	05/15/2017	36.62		01.21.549.00
051517	4	Invoice	OFFICE SUPPLIES	05/15/2017	126.58		01.21.651.00
051517	5	Invoice	SUPPLIES	05/15/2017	28.14		01.41.652.00
051517	6	Invoice	SUPPLIES	05/15/2017	7.29		17.52.652.00
051517	7	Invoice	SUPPLIES	05/15/2017	28.28		58.54.553.00
051517	8	Invoice	POOL SUPPLIES	05/15/2017	19.45		59.55.929.00
Total WAL-MART COMMUNITY (CC) (1258):					291.75		
WEBER PAPER COMPANY (40)							
D027571	1	Invoice	TOILET PAPER	04/21/2017	363.10		01.13.511.06
D027574	1	Invoice	TOILET PAPER/SUPPLIE	04/21/2017	206.46		58.54.654.01

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
D027575	1	Invoice	TOILET PAPER	04/21/2017	71.60		01.13.511.08
D027577	1	Invoice	TOILET PAPER	04/21/2017	71.60		17.52.652.00
Total WEBER PAPER COMPANY (40):					712.76		
WELU PRINTING CO. (770)							
101228	1	Invoice	BUSINESS CARDS	04/30/2017	53.32		01.46.554.00
101228	2	Invoice	BUSINESS CARDS	04/30/2017	41.53		01.16.554.00
Total WELU PRINTING CO. (770):					94.85		
WHITE CONSTRUCTION CO., INC. (119359)							
042417	1	Invoice	DEPOT MAINTENANCE	04/24/2017	160.00		01.13.511.03
050817	1	Invoice	MISC. BUILDING	05/08/2017	243.30		58.54.654.01
050817	2	Invoice	PERGOLA	05/08/2017	6,100.00		17.52.870.04
052217	1	Invoice	TURNER HALL JANITORI	05/22/2017	350.00		58.54.536.00
Total WHITE CONSTRUCTION CO., INC. (119359):					6,853.30		
WIZARD COMPUTERS INC (666)							
13749	1	Invoice	COMPUTER UPGRADES/	05/14/2017	337.50		01.21.512.00
13749	2	Invoice	COMPUTER UPGRADES/	05/14/2017	537.50		01.13.512.04
Total WIZARD COMPUTERS INC (666):					875.00		
ZARNOTH BRUSH WORKS INC. (212)							
0164921	1	Invoice	SWEEPER	05/04/2017	256.50		01.41.613.11
Total ZARNOTH BRUSH WORKS INC. (212):					256.50		
Grand Totals:					248,819.58		

Report GL Period Summary

Vendor number hash: 3865488
 Vendor number hash - split: 6755745
 Total number of invoices: 87
 Total number of transactions: 151

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	248,819.58	248,819.58
Grand Totals:	248,819.58	248,819.58