



City of Galena, Illinois

AGENDA

REGULAR CITY COUNCIL MEETING

MONDAY, JANUARY 27, 2020

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

ITEM	DESCRIPTION
20C-0020.	Call to Order by Presiding Officer
20C-0021.	Roll Call
20C-0022.	Establishment of Quorum
20C-0023.	Pledge of Allegiance
20C-0024.	Reports of Standing Committees
20C-0025.	Citizens Comments <ul style="list-style-type: none"> • Not to exceed 15 minutes as an agenda item • Not more than 3 minutes per speaker

PUBLIC HEARINGS

None.

LIQUOR COMMISSION

None.

CONSENT AGENDA CA20-02

ITEM	DESCRIPTION	PAGE
20C-0026.	Approval of the Minutes of the Regular City Council Meeting of January 13, 2019	4-9
20C-0027.	Approval of a Resolution for Maintenance Under the Illinois Highway Code (Motor Fuel Tax Annual Expenditure)	10-11
20C-0028.	Approval of a Request by the Galena Area Chamber of Commerce for the 2020 Halloween Parade on Saturday, October 31, 2020	12-13
20C-0029.	Approval of Halloween Trick-or-Treat in Galena on Friday, October 30, from 5:30 P.M. to 7:30 P.M.	--

ITEM	DESCRIPTION	PAGE
20C-0030.	Approval of a Request by the Galena United Methodist Church HOPE Youth Group to Park Vehicles in the Municipal Lot below the Gazette during Oktoberfest, Country Fair, and Halloween Parade Weekends in 2020	14
20C-0031.	Approval of a Request by the Madison Area Volkssport Association to Conduct a Recreational Walk from Rec Park on June 26, 2021	15
20C-0032.	Approval of a Request by the Galena Kiwanis Club to Host the “Run for the Parks!” Spring Race on the Galena River Trail, May 16, 2020, 7:30 a.m. to Noon	16
20C-0033.	Approval of Budget Amendment BA20-09 for Debt Service Fund Reconciliation and Pool Bathhouse Insurance Claim	17-18
20C-0034.	Approval of a Resolution for Improvement Under the Illinois Highway Code (Motor Fuel Tax Supplemental for Gear Street Project)	19-20

UNFINISHED BUSINESS

None.

NEW BUSINESS

20C-0035.	Quarterly Water and Sewer Operations and Maintenance Report from U.S. Water	21-24
20C-0036.	Quarterly Report from Galena Country Tourism	25-32
20C-0037.	Discussion and Possible Action on a Request by Galena Cellars Winery for an Amendment to Chapter 111.22, “Alcoholic Beverages—Limitation on Number,” of the <u>Galena Code of Ordinances</u> to Add a Class A Liquor License (Making the Total Number Available 10)	33
20C-0038.	First Reading of an Ordinance Amending Chapter 120 “Motorized Vehicles for Hire” of the <u>Galena Code of Ordinances</u> to Establish Licensing Requirements for Transportation Network Companies (Ride Sharing Companies)	34-52
20C-0039.	Warrants	53-59
20C-0040.	Alderspersons’ Comments	
20C-0041.	City Administrator’s Report	
20C-0042.	Mayor’s Report	

ITEM	DESCRIPTION	PAGE
20C-0043	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 	
20C-0044.	Adjournment	

CALENDAR INFORMATION

BOARD/COMMITTEE	DATE	TIME	PLACE
Historic Preservation Comm.	Thurs. February 6	6:30 P.M.	City Hall, 101 Green Street
City Council	Mon. February 10	6:30 P.M.	City Hall, 101 Green Street
Zoning Board of Appeals	Wed. February 12	6:30 P.M.	City Hall, 101 Green Street

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

Posted: Thursday, January 23, 2020 at 4:00 p.m. Posted By:

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 13 JANUARY 2020

20C-0001 – 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 13 January 2020.

20C-0002 – ROLL CALL

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

20C-0003 – ESTABLISHMENT OF QUORUM

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

20C-0004 – PLEDGE OF ALLEGIANCE

The Pledge was recited.

20C-0005 - REPORTS OF STANDING COMMITTEE

No reports.

20C-0006 – CITIZENS COMMENTS

Rose Noble, President, Galena Country Tourism – Noble advised Galena Country Tourism has an item on the agenda asking for a series of events for Summer 2020. #AmazingForAllBridge, a pop-up campaign installation on the Pedestrian Bridge, June 1-28. They are asking for this event to be extended to four weeks this year. This will take place in June. Noble advised they would ask to use the city's flag pole's like last year.

American Flag Stairs is a similar application with decals added to the Green Street stairs June 28-July 19. The design will be an American flag. Galena Country will work with downtown businesses to decorate for the 4th of July as well.

The Field of Dreams activation will include a pop-up campaign along Main Street in partnership with select Main Street businesses. This would include decals on the sidewalks. Galena Country will maintain all decals. With approval, they would propose to park a car, much like the car in the movie, on Main Street for photo opportunities. In addition, they are partnering with Galena Historical Society to do a drive-in movie in Depot Park. They are hoping to create a buzz and commotion around the Major League game to be played in Dyersville.

The Food Truck Fight will be a one-day family-friendly event in Depot Park on Saturday, June 6. The event will feature traveling and local food vendors with a portion of the proceeds to local charities.

The Farm-to-Table on Main will be a one-day, high-end culinary event on Main Street, Thursday, August 6th. Noble advised they would work with everyone to reroute traffic and to provide proper signage.

CONSENT AGENDA CA20-01

20C-0007 – APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF DECEMBER 23, 2019

20C-0008 – APPROVAL OF AMENDMENT 3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH IIW ENGINEERS, ARCHITECTS AND SURVEYORS FOR THE EAST SIDE WATER SYSTEM IMPROVEMENT PROJECT

20C-0009 – APPROVAL OF A REQUEST BY THE GALENA LIONS CLUB FOR OKTOBERFEST 2020, OCTOBER 3, 2020 IN DEPOT PARK

Motion: Hahn moved, seconded by Allendorf, to approve Consent Agenda, CA20-01.

Discussion: None.

Roll Call: AYES: Bernstein, Hahn, Kieffer, McCoy, Westemeier, Allendorf, Renner
NAYS: None

The motion carried.

UNFINISHED BUSINESS

19C-0394 – DISCUSSION AND POSSIBLE ACTION ON OPTIONS FOR DOWNTOWN PARKING IMPROVEMENTS

Motion: Bernstein moved, seconded by McCoy to approve initiatives that city staff has started relative to parking improvements, changing the all-day parking for special events to \$10 and postpone any decision on paid parking on Main Street until we see how the changes work out for us.

Discussion: Bernstein stated she would like to see the city follow through on some the improvements that are easy to facilitate. There are some potential areas for additional parking. She feels setting up paid parking on Main Street would be a lot of work by staff. She prefers to wait to see what is gained from the other initiatives.

Hahn feels staff should proceed with looking further into doing paid parking on Main Street. With the upgrades needed in the parking lots, we need the money to do it.

Kieffer noted the kiosks are expensive. He feels Main Street is something we can continue to work on.

Mayor Renner agreed this is something we can continue to work on. He stated he would be in favor of getting a traffic control officer back downtown. We have a good program going with the first ticket being a courtesy ticket.

McCoy felt it doesn't make sense to have paid parking in the lots and nothing on Main Street. One of the biggest complaints he hears is the three-hour parking. While he doesn't like the cost of the kiosk, he would love to see the phone app implemented. He suggested easing into it. While he likes the idea of a shuttle, he would prefer it to be privately run through the Downtown Business Association, Chamber or hotels/motels.

Renner voiced concern how paid parking would set with the locals. Westemeier advised local people know where to park. He noted all summer at least 50 percent of the cars on Main Street were business people. Westemeier was in favor of raising the lots to \$10. A priority should be made to get the Commerce Street lot upgraded. He advised, in the past, we had two parking control officers. They worked 7 days per week and got people to move their cars. While kiosks are expensive, they pay for themselves in a short time. Westemeier also likes the phone app so people don't have to return to their car to move it.

Allendorf stated one criticism he receives is that people don't have access to Uber or Lyft. He feels the easiest thing to do is change the all-day parking to \$10 and allow the ride share app. The second biggest priority would be to address the Commerce Street lot.

Hahn was in favor of getting a traffic control officer back. He feels the paid parking will pay for itself. Kieffer agreed.

Roll Call: AYES: Hahn, Kieffer, McCoy, Westemeier, Allendorf, Bernstein, Renner
NAYS: None

The motion carried.

19C-0514 – DISCUSSION AND POSSIBLE ACTION ON MARKETING INITIATIVES AND EVENT PROPOSALS BY GALENA COUNTRY TOURISM, INCLUDING: AMAZING FOR ALL BRIDGE, AMERICAN FLAG STAIRS, FIELD OF DREAMS INTERACTIVE WALKING TOUR, FIELD OF DREAMS AT DEPOT PARK, FOOD TRUCK FIGHT AT DEPOT PARK, AND FARM-TO-TABLE DINNER ON MAIN STREET

Motion: Hahn moved, seconded by Allendorf, to approve action on marketing initiatives and event proposals by Galena Country Tourism, including: Amazing for All Bridge, American Flag Stairs, Field of Dreams Interactive Walking Tour, Field of Dreams at Depot Park, Food Truck Fight at Depot Park and Farm-to-Table Dinner on Main Street.

Discussion: Kieffer voiced concern with closing down Main Street for the dinner. He questioned if it could be done in the Green Street Plaza area. Noble advised Galena is one of five places chosen for this event. Main Street was picked because of the cover on the travel guide. The picture is this section of Main Street. She advised they would provide signage for the traffic flow. She is concerned if they aren't allowed to use this section of Main Street it could be a deal breaker.

Westemeier feels this is the best block to close. It has been done in the past for car shows. He doesn't have a problem with blocking it off. It will work with proper signage. Noble advised they would work with everyone to keep everyone up to date on what is happening.

Renner questioned if deliveries would be able to be made and also noted Friday morning is garbage pickup. Noble advised there could still potentially be deliveries in that block on Thursday. She will check with Montgomery Trucking on garbage pickup.

Renner stated he doesn't have a problem with it. He is concerned about deliveries. Renner asked that they go to each business in that block to advise business owners the block will be closed off at 10:00 a.m. They could then get in contact with any deliveries they would be receiving and prepare as much as possible.

Kieffer questioned if the pride flags would be up for a month. He was advised they would.

Renner advised the banner across Main Street could be up for no longer than 15 days.

Roll Call: AYES: McCoy, Westemeier, Allendorf, Bernstein, Hahn, Kieffer, Renner
NAYS: None

The motion carried.

19C-0517 – DISCUSSION AND POSSIBLE ACTION ON THE CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2021-25

This item was removed from the agenda.

NEW BUSINESS

20C-0011 – DISCUSSION AND POSSIBLE ACTION ON 2020 SWIMMING POOL RATES AND WAGES

Motion: Allendorf moved, seconded by Kieffer to approve 20C-0011, action on 2020 swimming pool rates and wages.

Discussion: Allendorf questioned why we would open on Sunday of Memorial Day Weekend rather than Saturday. Keffer explained one of the challenges we face is trying to find training time for staff during the month of May. She noted Friday and Saturday of that weekend are typically used for training days.

Roll Call: AYES: Westemeier, Allendorf, Bernstein, Hahn, Kieffer, McCoy, Renner
NAYS: None

The motion carried.

20C-0012 – FIRST READING OF AN ORDINANCE AMENDING CHAPTER 90 OF THE GALENA CODE OF ORDINANCES REGARDING INOPERABLE HISTORIC VEHICLES

Motion: Allendorf moved, seconded by Hahn, to approve the first reading and waive the second reading of an ordinance amending Chapter 90 of the Galena Code of Ordinances regarding inoperable historic vehicles, 20C-0012.

Discussion: None.

Roll Call: AYES: Allendorf, Bernstein, Hahn, Kieffer, McCoy, Westemeier, Renner
NAYS: None

The motion carried.

20C-0013 – FIRST READING OF AN ORDINANCE AUTHORIZING THE SALE OF MUNICIPALLY OWNED PERSONAL PROPERTY (SURPLUS PROPERTY)

Motion: Hahn moved, seconded by Allendorf, to approve to approve the first reading and waive the second reading of an ordinance authorizing the sale of municipally owned personal property, 20C-0013.

Discussion: None.

Roll Call: AYES: Bernstein, Hahn, Kieffer, McCoy, Westemeier, Allendorf, Renner
NAYS: None

The motion carried.

20C-0014 – WARRANTS

Motion: Kieffer moved, seconded by Bernstein, to approve the Warrants as presented, 20C-0014.

Discussion: None.

Roll Call: AYES: Kieffer, McCoy, Westemeier, Allendorf, Bernstein, Renner
NAYS: None
ABSTAIN: Hahn

The motion carried.

20C-0015 – ALDERPERSONS’ COMMENTS

Open Burn – McCoy stated the number one complaint he receives is with regard to the burning of leaves. He feels this is something that should be looked at as there are people with asthma, allergies, etc.

Happy Holidays – Hahn wished everyone a Merry Christmas and a Happy New Year. He has heard great things went on during the holidays and he thanked everyone for all they did to make these events happen.

Snow/Ice – Kieffer commended the Public Works crew for a job well done with the recent ice and snow.

Uber/Lyft – Allendorf stated the biggest complaint he gets from tourists is the lack of Uber and Lyft. He emphasized how important this is as a stop gap.

Galena Gazette – Allendorf gave a shout out to the Galena Gazette for the editorial on the lack of citizen participation in local government. It was spot on. He noted for people to come out after a decision has been made makes it a lot harder to change. He would prefer to see people here before rather than after a decision has been made.

20C-0016 – CITY ADMINISTRATOR’S REPORT

Kayak Launch – Moran received confirmation that the grant from the state for the kayak launch has been extended another year.

Budget – Moran advised he has sent out the budget schedule via email.

20C-0017 – MAYOR’S REPORT

Mayor Renner thanked Tammy’s Piggly Wiggly for allowing the glass recycling dumpster to be placed in their parking lot.

Mayor Renner thanked the Public Works Department for their hard work and staff for their work on the parking issues.

20C-0018 – MOTION FOR EXECUTIVE SESSION

Motion: Allendorf 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)
- Review of Executive Session Minutes, Section 2 (c) (21)

Discussion: None.

Roll Call: AYES: Kieffer, McCoy, Westemeier, Allendorf, Bernstein, Hahn, Renner
NAYS: None

The motion carried

The meeting recessed at 7:04 p.m.

The meeting reconvened at 7:12 p.m.

20C-0019 – ADJOURNMENT

Motion: Allendorf moved, seconded by Kieffer to adjourn.

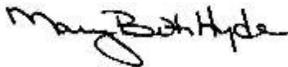
Discussion: None.

Roll Call: AYES: Allendorf, Bernstein, Hahn, Kieffer, McCoy, Westemeier, Renner
NAYS: None

The motion carried.

The meeting adjourned at 7:13 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 *ALewis*

DATE: 21 January 2020

RE: Motor Fuel Tax (MFT) Resolution

Each year the city budgets an estimated amount for MFT expenditures. In 2019 this was \$94,600 which was less than the amount actually spent of \$107,930.69. The difference between these two amounts of \$13,330.69 needs to be allocated for by passing a supplementary resolution – see attached.

In typical years the allocated MFT amount is within budget. This last year the increase was due to replacement of the controller for the traffic lights at HW20 and Riverside Drive.

I recommend the city council approves a supplementary MFT resolution for 2019 maintenance costs in the amount of \$13,330.69.



Page 11 of 59
Resolution for Maintenance
Under the Illinois Highway Code



Table with 3 columns: Resolution Number (R.20.01), Resolution Type (Supplemental), Section Number (19-00000-00-GM)

BE IT RESOLVED, by the Council of the City of Galena Illinois that there is hereby appropriated the sum of Thirteen thousand three hundred and thirty and 69 cents Dollars (\$13,330.69) of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 01/01/19 to 12/31/19.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of Galena shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Mary Beth Hyde, Clerk in and for said City of Galena in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Council of Galena at a meeting held on 01/27/20.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 28 day of January, 2020.

(SEAL)

Clerk Signature box

APPROVED

Regional Engineer Department of Transportation and Date boxes



GALENA AREA
CHAMBER
OF COMMERCE
Community. Networking. Education.

SUBMITTED: January 15th, 2020

TO: City of Galena

FROM: Galena Area Chamber of Commerce – Board of Directors

RE: 2020 Halloween Parade & Festival

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

- To host the Annual Halloween Parade & Festival on Saturday, October 31, 2020 in downtown Galena with Festival beginning at 2:00pm and Parade beginning at 6:30pm.
- To close Perry Street and Washington Street for the use of Halloween Parade festivities beginning from 2:00 pm to approximately 8:30 pm, or the end of the parade. This area will be blocked off from Main to Commerce Street and contain food vendors. Alcohol sales would be prohibited.
- As implemented in 2019 to prohibit parking on the East and West sides of Main Street from 3:00 pm to approximately 8:30 pm, or the end of the parade due to life safety issues. Leaving designated handicapped parking spaces in the city parking lot immediately adjacent to Galena Cellars. Permits for handicapped parking spaces should be applied for at City Hall.
- For the City of Galena to erect additional barricades to secure people from entering, to the best of our ability, the actual parade route.
- Parade route will still run down Main Street in the opposite direction starting at Franklin and ending at the Flood Gates. The 2019 used this same route and did received a lot of positive feedback from attendees and business owners in regard to this route.

Thank you for your time and consideration of these requests.

Sincerely,

Galena Area Chamber of Commerce Board

Executive Director
Galena Area Chamber of Commerce
(815) 777-9050

Galena Area Chamber of Commerce • 412 S. Main St. ste 201 • Galena, IL 61036 • (815) 777-9050 • www.galenachamber.com



GALENA UNITED METHODIST CHURCH

In the heart of the neighborhood... in ministry with our neighbors!

January 14, 2020

101 Green Street
Galena, Illinois 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, Country Fair and the Halloween Parade weekends in 2020. We have conducted this fundraiser successfully the past several years and appreciate the city's willingness to accommodate our request. We also understand that this request is dependent on the kayak park construction planned at that site.

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

Thank you for your consideration

Sincerely,

Rev. Catiana McKay

By God's grace, the Galena United Methodist Church is the Body of Christ striving to fulfill Christ's Great Command to love God & love neighbor, & Christ's Great Commission to make disciples.
Mission: "Love God" "Love Neighbor" "Make Disciples"

Pastor: Rev. Catiana McKay catiana.mckay@gmail.com Cell: 630-935-3312
Visit us at: www.galenaumc.org Office: gumc0192@gmail.com 815-777-0192 125 S. Bench St. Galena, IL

January 18, 2020

Hi Mark,

I was nice talking with you yesterday and discussing our hope to conduct a recreational walk in Galena in late June 2021. It would seem that looking ahead 1 ½ years is a little overkill, but I will feel much more comfortable knowing that we have things locked in. As we discussed, our first preference for a starting/finishing point for our walk would be at the depot, but there may be a conflict at that site. A second choice which would be almost as good would be at the Galena Recreation Park which is why I am sending this email.

The Madison Area Volkssport Association (dairylandwalkers.com) will be hosting the national convention of the American Volkssport Association (ava.org) in late June/early July 2021. Prior to the actual convention it is the practice to hold a number of recreational walks showcasing the area of the convention. Our non-profit, recreational walking club would like to hold one of these walks in Galena on Saturday, June 26, 2021. (We will be holding other walks in Oconomowoc, Green Bay, and Sparta, Wisconsin.) In the past these walk have brought in more that 400 walkers from nearly every state in the Union and some foreign countries. To support that many walkers we need parking for 150-200 cars and a covered facility from which we register walkers, pass out walk directions, and stamp the books of walkers as they complete the walk. Although most walker preregister for these event, there will be some who register and pay the \$3 fee we charge on the day of the walk. This walk is also open to the public for that same \$3 fee. We offer directions for two different walks of 5k (3 miles) and 10k (6 miles). We also hope to offer a bike ride on the Galena River Trail (but only anticipate a couple of dozen bike riders). We allow folks to start their walk anytime between 8 am and noon and ask that they complete their walk by 3 pm. Anticipating most walker will start at the earlier part of that window and take just over two hours to complete a walk, most will complete their walk by noon or shortly thereafter. This could be important recognizing other park users which are more apt to need park access later in the day. From a logistical point of view we would like to set up for the walk at 7 am and would have everything picked up within ½ hour of all walker having completed the walk but no later than 4 pm. With walkers arriving and beginning their walks over such an extended period, there are seldom more than 4 to 6 walkers in groups scattered over the four hour period. It is likely that we will have about ½ dozen buses as well and would have them move out of the park after dropping off their passengers to a point designated. With all this in mind, we would like to be granted permission to use the parking at the Galena Recreational Park for the morning and early afternoon of June 26, 2021, and reserve the Grey Eagle Pavillion from 7 am to 4 pm on that date. We will, of course, pay any use fees required and sign any required activity permits necessary.

I hope this gives you everything you need, Mark, for the Council meeting. Let me know if there is anything else.

Don Suloff

(608) 821-0263

RACE SURVEY FORM

Event Name:	Run for the Parks! Galena Kiwanis Spring Races
Event Date:	May 16, 2020
Event Time:	7:30 a.m.
Event Website:	www.kiwanisclubofgalena.org
Street address:	Depot Park 91 Bouthillier Street The races will be run on the beautiful Galena River Trail
City, State:	Galena, IL 61036
Event Logo:	Galena Middle School Lego League Club is redesigning our logo for this year's race. When we have it I'll send it to you ASAP.
Races: (5k, 1 mile, etc.)	<ul style="list-style-type: none"> • 10-mile race (starts at 7:30 a.m.) • 5-mile race (starts at 7:45 a.m.) • Kids' ½ mile Race (10 years and under) 8:00 a.m.
T-Shirt Sizes:	Youth Sizes: Small, Medium, Large, Extra Large Adult Unisex Sizes: XS, S, M, Large, XL, and XXL
Custom questions you would like to ask registrants?	<ol style="list-style-type: none"> 1. How did you hear about our events? 2. What is your anticipated finish time: 10 mile? 5 mile?
Registration Prices:	\$45-10 mile race; \$35-5 mile race; and \$10 for Kid's ½ mile race
Any Price level changes (and dates)	<p>1st price increase will occur on April 15:</p> <ol style="list-style-type: none"> 1. 10 mile race: \$50 2. 5 mile race: \$40 3. ½ mile race: remains at \$10 <p>2nd price increase will occur on May 1st</p> <ol style="list-style-type: none"> 1. 10 mile race: \$55 2. 5 mile race: \$45 3. ½ mile kids' race: \$10
When should online registration close?	On-line registration closes on Thursday, May 14 at midnight. There will be no race registration. ALL REGISTRATIONS ARE FINAL, THERE ARE NO REFUNDS!
Email of event owner:	spsostak@yahoo.com
Other emails to add as administrators:	michaelsostak@yahoo.com
Would you like to get notifications each time someone registers?	Yes

Copy for Race Details Page: (we can copy and paste information from a registration form or website)

Race Benefit Goals:

- Kiwanis Club of Galena has made a commitment to the City of Galena to renovate,



City of Galena, Illinois

Budget Amendment No. 20-09
Fiscal Year 2019-20

Item No.	Line Item Title	Line Item No.	Beginning Balance	Increase	Decrease	Ending Balance
1	Transfer to the Debt Service Fund (from the General Fund)	01.99.999.11	\$ 182,970	\$ 61,395		\$ 244,365
2	Transfer from General Fund (to Debt Service Fund)	60.395.5	\$ 270,100	\$ 61,395		\$ 331,495
3	Pool Miscellaneous Revenue	59.389.0	\$ 2,250	\$ 10,600		\$ 12,850
4	Pool Building Repairs	59.55.837.00	\$ -	\$ 10,600		\$ 10,600

Justification:

Item No.	Description
1-2	The Debt Service fund ended the prior fiscal year with a deficit as a result of a debt payment being recorded in that year instead of the prior year. The proposed budget amendment transfers \$61,395 from the General Fund to the Debt Service fund to eliminate the deficit and balance the fund.
3-4	In July 2019, a water heater in the attic space at the pool bathhouse experienced a pressure release that flooded the admissions area. More than \$11,000 of damages were incurred. A claim was submitted to our insurer and approved. The settlement after the deductible was \$10,641. Some of the settlement funds were consumed by emergency repairs, clean-up, and moisture removal. Remaining funds will be used for final repairs prior to the 2020 pool season. The proposed amendment adds \$10,600 of insurance revenue and an equal amount of expense for repairs to the Pool Fund.

Effect of Budget Amendment on Budget:

Fund	Approved Budget	Budget After Previous Amendments	Budget After Proposed Amendment
General Fund Revenues	\$ 4,015,455	\$ 4,025,355	\$ 4,025,355
General Fund Expenses	\$ 4,000,630	\$ 4,261,630	\$ 4,323,025
General Surplus/(Deficit)	\$ 14,825	\$ (236,275)	\$ (297,670)
Other Fund Revenues	\$ 5,621,560	\$ 5,951,160	\$ 6,023,155
Other Fund Expenses	\$ 5,416,895	\$ 6,643,630	\$ 6,654,230
Other Fund Surplus/(Deficit)	\$ 204,665	\$ (692,470)	\$ (631,075)
Total Budget Surplus/(Deficit)	\$ 219,490	\$ (928,745)	\$ (928,745)

Approved by City Council on _____

Mark Moran
Budget Officer



City of Galena, Illinois

Summary of Budget Amendments
Fiscal Year 2019-2020

Date	Line Item Title	Line Item No.	Beginning Balance	Increase	Decrease	Ending Balance	Amendment Number	Reference Number ¹
07-08-19	Dog Park Donations	17.383.8	\$ -	\$ -		\$ -	BA20-01	
07-08-19	Dog Park Construction	17.52.890.01	\$ -	\$ -		\$ -	BA20-01	
07-22-19	Water Sampling Grant (Revenue)	52.389.1	\$ -	\$ 28,500		\$ 28,500	BA20-02	1108
07-22-19	Water Sampling Grant (Expense)	52.43.549.02	\$ -	\$ 28,500		\$ 28,500	BA20-02	1109
07-22-19	Gear Street Water Main	51.42.836.07	\$ -	\$ 92,290		\$ 92,290	BA20-02	1110
07-22-19	Gear Street Sewer Main	52.43.850.16	\$ -	\$ 113,000		\$ 113,000	BA20-02	1105
08-12-19	Rec Park Parking Grant	17.349.3	\$ -	\$ 50,000		\$ 50,000	BA20-03	1106
08-12-19	Rec Park Parking Grant	17.52.870.05	\$ -	\$ 50,000		\$ 50,000	BA20-03	1107
08-26-19	Galena Foundation Project	17.52.890.00	\$ 14,500	\$ 9,060		\$ 23,560	BA20-04	1111
09-09-19	Water Tower Site Improvement (Tower Elimination Study)	51.42.831.0	\$ 5,000	\$ 10,300		\$ 15,300	BA20-05	1112
09-09-19	Cemetery Park	17.52.870.05	\$ -	\$ 3,840		\$ 3,840	BA20-05	1113
10-15-19	Sidewalk Replacement	01.41.830.01	\$ -	\$ 9,900		\$ 9,900	BA20-06	1114
10-15-19	Misc. Revenue Public Works (General Fund)	01.389.3	\$ 7,500	\$ 9,900		\$ 17,400	BA20-06	1115
10-15-19	Wastewater Treatment Equipment Replacement	52.43.850.15	\$ 19,500.00	\$ 3,495		\$ 22,995	BA20-06	1116
10-15-19	Wastewater Treatment Equipment Replacement	52.43.850.15	\$ 22,995.00	\$ 4,125		\$ 27,120	BA20-06	1117
10-15-19	Wastewater Treatment Equipment Replacement	52.43.850.15	\$ 27,120.00	\$ 14,475		\$ 41,595	BA20-06	1118
10-15-19	Transfer from General Fund (to Motor Fuel Tax)	01.99.999.26	\$ -	\$ 251,100		\$ 251,100	BA20-06	1119
10-15-19	Transfer into Motor Fuel Tax (from General Fund)	15.399.0	\$ -	\$ 251,100		\$ 251,100	BA20-06	1120
10-15-19	Gear Street Project	15.41.850.00	\$ 76,000	\$ 857,100		\$ 933,100	BA20-06	1121
11-25-19	Equipment Replacement Fund (Sewer)	52.43.850.15	\$ 41,595	\$ 17,000		\$ 58,595	BA20-07	1122
11-25-19	Equipment Replacement Fund (Water)	51.42.852.00	\$ -	\$ 6,050		\$ 6,050	BA20-07	1123
12-23-19	Equipment Replacement Fund (Sewer)	52.43.850.15	\$ 58,595	\$ 7,500		\$ 66,095	BA20-08	1124
12-23-19	Contingency (Sewer)	52.43.929.00	\$ 5,000	\$ 10,000		\$ 15,000	BA20-08	1125
1-27-20	Transfer to the Debt Service Fund (from the General Fund)	01.99.999.11	\$ 182,970	\$ 61,395		\$ 244,365	BA20-09	
1-27-20	Transfer from General Fund (to Debt Service Fund)	60.395.5	\$ 270,100	\$ 61,395		\$ 331,495	BA20-09	
1-27-20	Pool Miscellaneous Revenue	59.389.0	\$ 2,250	\$ 10,600		\$ 12,850	BA20-09	
1-27-20	Pool Building Repairs	59.55.837.00	\$ -	\$ 10,600		\$ 10,600	BA20-09	

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

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: 22 January 2020

RE: Motor Fuel Tax (MFT) Resolution for Gear Street Project

As part of the MFT requirement with IDOT for the Gear Street reconstruction project the city council must pass the attached resolution BLR 09110. This simply appropriates MFT funds in the sum of \$426,566.33 for the project. This amount was included in the FY 2019-20 budget and various change orders previously approved by the city council.

IDOT is funding the majority of the project, with the city paying for additional sidewalk, curb & gutter and watermain replacement. Total project cost was \$2,997,566.33.

I recommend the city council approve the attached resolution for the appropriation of MFT funds in the sum of \$426,566.33 for the Gear Street reconstruction project.



Monthly Operations Report



December 2019

Prepared for

The City of Galena

By Matt Trotter

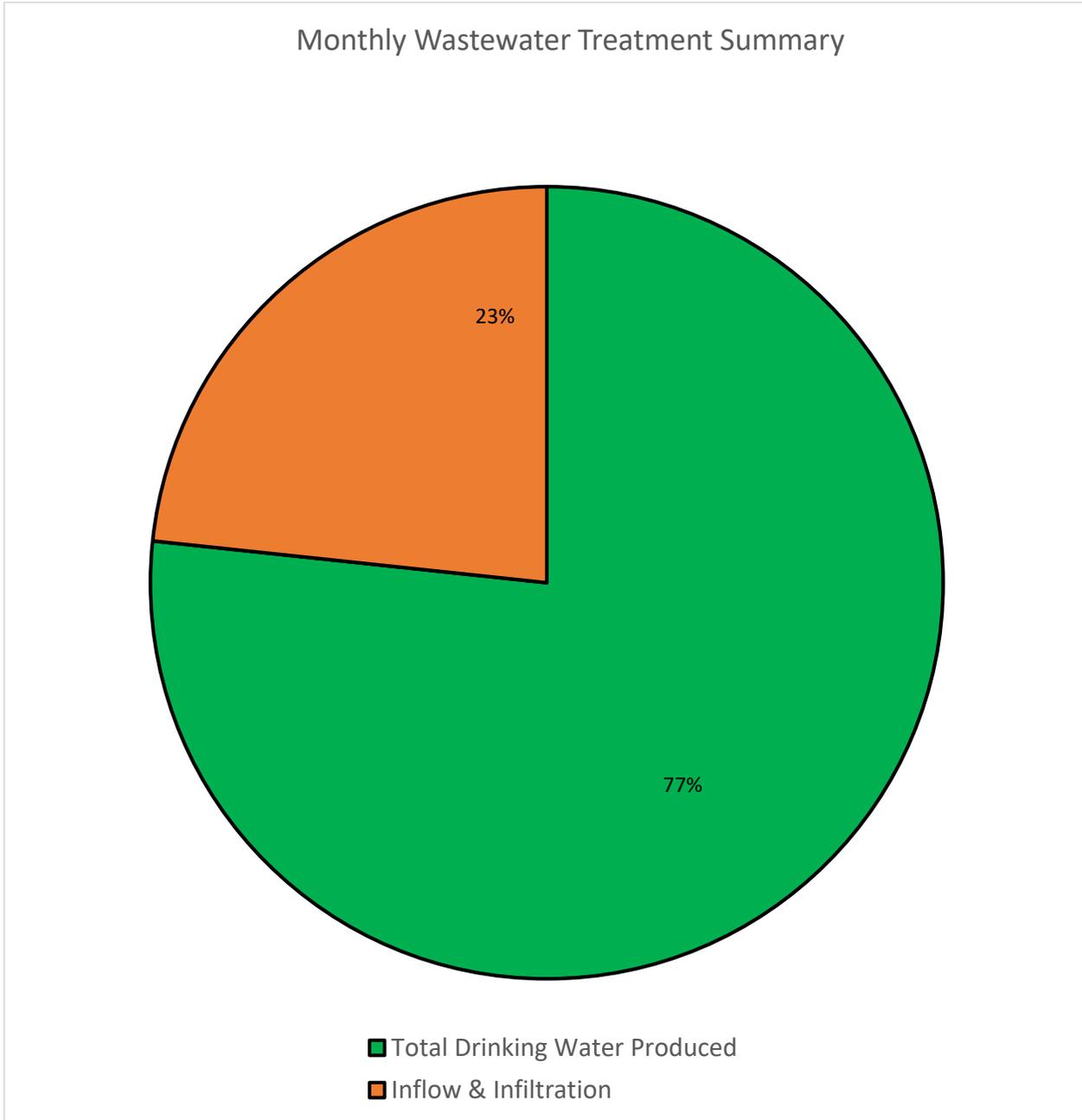
Project Manager

US Water Corporation

1.0 WASTEWATER TREATMENT

In December the Wastewater Treatment Plant treated 16,361,000 gallons of which almost four million gallons was inflow and infiltration.

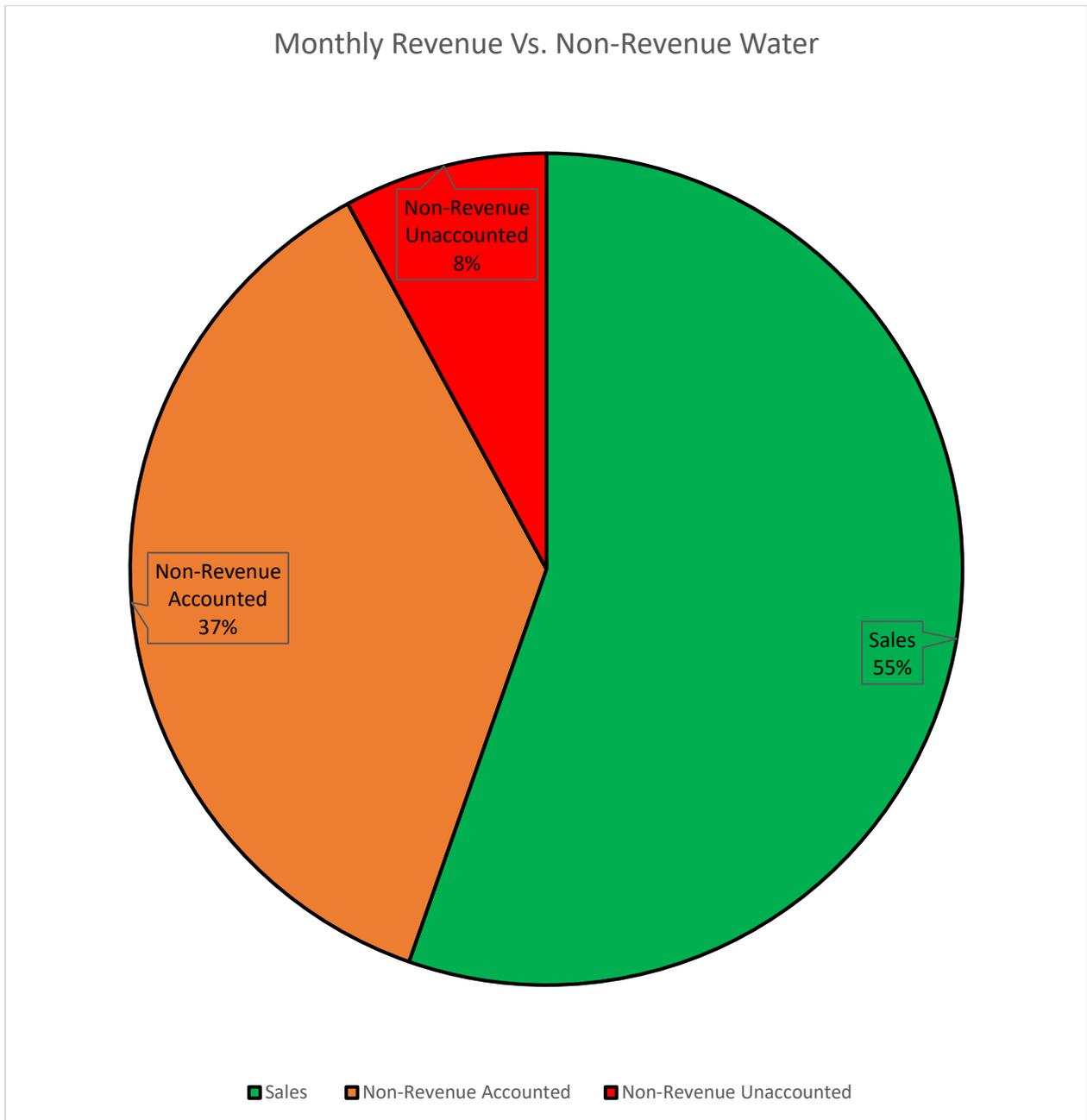
Table 1.1



2.0 DRINKING WATER LOSS

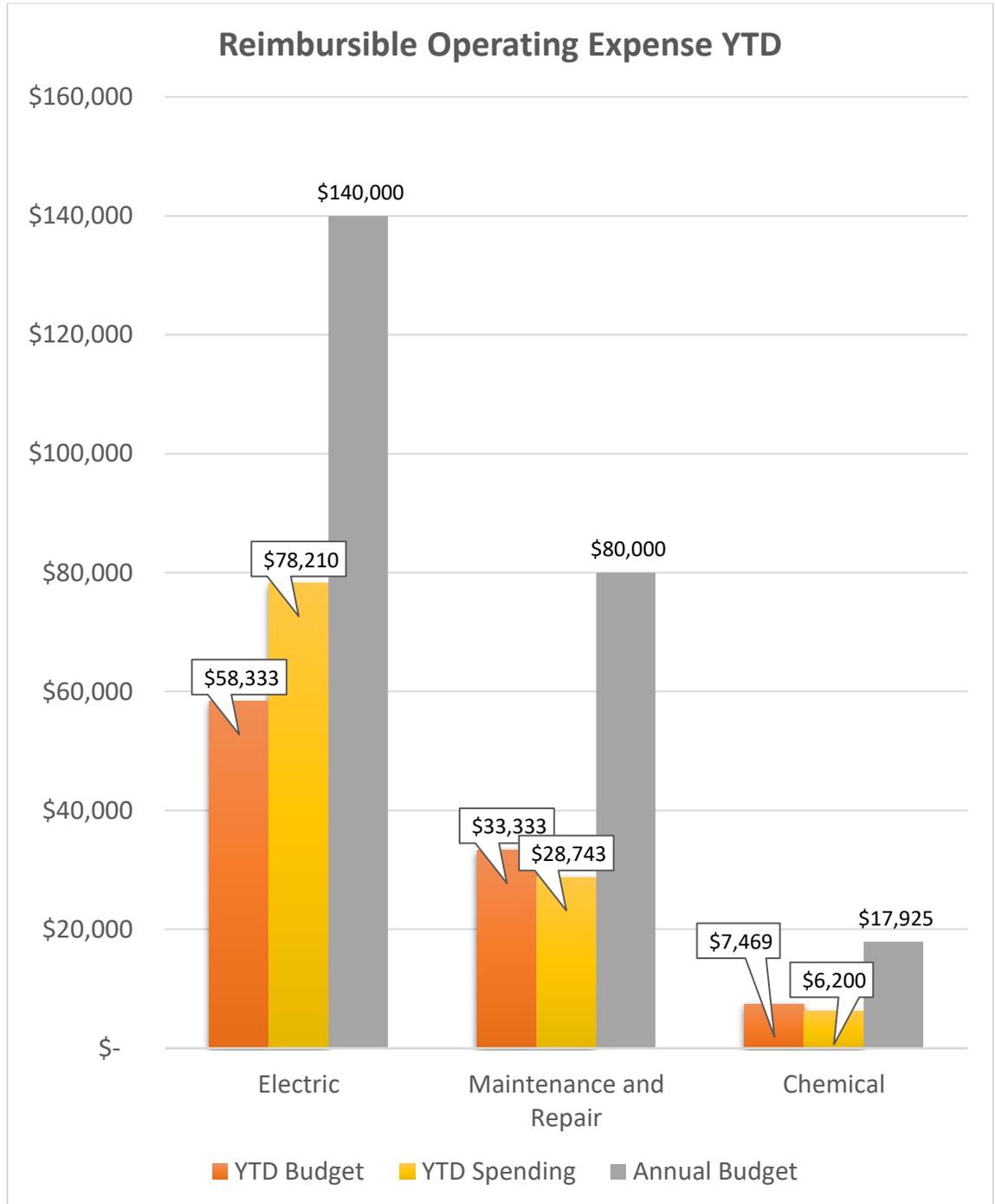
Un-metered water used equates to lost revenue in water and sewer user fees. Water accounting for the period of December 1, 2019 – December 31, 2019.

Table 2.1



3.0 Contract Financial

Table 3.1



GALENA COUNTRY TOURISM

FY'20 - Q2 REPORT

Marketing, Sales and
Community Relations.

Galena Country Tourism
101 Bouthillier St
Galena Illinois 61036

Tue., Jan. 14, 2019
Admin Office
9 a.m.

MARKETING/ P. RELATIONS



Q2 BLOG ROLL

- Cozy Drink Spots in Galena Country
- 5 winter activities in Galena Country that don't require snow
- Galena Country Shopping Guide - Naughty List
- Dining out during the Holidays in Galena Country
- 5 ways to experience winter in Galena Country
- 8 Luxury Stays in Galena Country
- The magic and wonder of Galena's Living Windows
- Stargazing in Galena Country
- Shopping for Foodies in Galena Country
- Galena Country Shopping Guide: Gifts for Men
- Top places to pop the question in Galena Country
- Shop Small Weekend in Galena Country
- No tricks, just treats in Galena Country

2,488 NEW SUBSCRINERS
bringing total to 42,425

MONTHLY EMAIL CORRESPONDENCE

Segmented email themes:

- Special Diets - 44% open rate
- Magical Holiday Events - 54% open rate
- Recharge after the Holidays - 51% open rate

Totalling 23.6% click-thru average / Plus 3 monthly eBlasts.

7.09M IMPRESSIONS

SOCIAL MEDIA

- 5,894 new followers (total of all platforms)
- 7.09 million impressions
- 130,584 engagements

61 MEDIA PICKUPS

BLOGS/STORIES/MEDIA

- 13 blogs launched
- 39,786 blog reads
- 7,851 digital guide views
- 26,386 video minutes watched (YouTube)
- 194,358 video views (Facebook & YouTube)
- 1.3 million earned media impressions
- 19,228 earned media social shares

7,624 VISITORS SERVICED

WELCOME CENTER

- 4,813 walk-ins and mailings
- 1,134 guides handed out (displays/kiosks)
- 617 guides mailed

MARKETING/ P. RELATIONS

www.VisitGalena.org:

- 181,230 users browsed the VisitGalena website
- Spending an average of 1.62 minutes on site
- And viewing our web pages 626,281 times.
- A total of 224,854 sessions made up of 84% new users and 16% returning users.

AD CAMPAIGNS

SEM - 45,417 Clicks (15.07% CTR)

DISPLAY - 1.9 M impressions (3,869 clicks = 0.19% CTR)

KWQC - Audience targeting in primary target markets. Of the ads delivered in Q2, 1,040 individuals clicked on the ad and 19 of them have since visited. Ad delivery is not only via geo-fencing, but also utilizing behavior and contextual targeting as well.

Video/photo shoots in Q2 included

1. A fall adventure video shoot featuring peak-colors and outdoor adventures, including the Galena River Trail, Fever River Outfitters, Galena River, Chestnut Mountain and scenic vistas.
2. Fall foliage and color photoshoot - college and university students majoring in photography.
3. Winter/Holiday magic/romance video shoot featuring Galena Holiday scenery, including Main Street decorated for Christmas, DeSoto House Hotel, Main Street Galena Windows, Fire in the Sky event.
4. Winter/Holiday magic scenery photo shoot featuring Art of Chi photo-influencers. Scenery captured included drone shots of Thunder Bay Falls, Historic Downtown Galena, Main Street Galena, Night of the Luminaria and Living Windows event, Galena Performing Arts Christmas Concert and the Galena Country Welcome Center.

4

MAGAZINE PROMOS

BRAVA Magazine - Oct 2019
Terrain Magazine - Sept/Oct 2019
Midwest Living - Nov/Dec 2019
Celebrations Society - Dec 2019

3

MAGAZINE FEATURES

Midwest Living Sept/Oct 2019
Cessna Flyer October 2019
Piper Flyer October 2019

7

DIGITAL OUTLETS

**Meredith Publishing, IL Travel Guide,
KWQC, Madden Display, Terrain
Magazine, Celebrations Society,
EnjoyIllinois**

MARKETING/ P. RELATIONS

AD CAMPAIGNS

WORTH NOTING...

Pinterest promotions (new this fiscal):

December was a record-breaking month with 1,123,368 impressions and 5,543 re-pins.

Weddings:

- Two-page spread in Celebration Society Chicago magazine, December issue.
- 1,952 bride leads (via Celebration Society ad buy) were sent an email showcasing Galena Country for weddings, bachelor/ette parties and honeymoons.
- Four-page, gatefold spread in theKnot 2020 magazine will feature multiple Galena Country wedding vendors along with local and regional photographers.
- IL Bridal Expo 2020 in Chicago was a big hit in January. Numbers will be included in Q3 report.
- Wedding Mini-Mag was published.

• **Facebook**

- Record-breaking reach for Oct. 2019, totalling more than 2 Million and beating Oct. 2018 by more than 200,000.
- Nearly 4,000 new followers from China.
- 1,200 new followers from Mexico.
- 5,600 new followers from Chicago area.

Event Calendar

More than 40,000 views in Q2

Awarded "Best Social Media Presence" by Unique Venues, beating our regional tourism-related businesses.

CrowdRiff

- 176 image rights to user-generated images

Paula Sands Live appearances featured...

- October - Illinois Makers in Galena Country
- November - Magical Holiday events, Elizabeth, Galena and Stockton
- December - Weddings and engagements in Galena Country

JackRabbit (Sept.-Nov.) online booking

- 19,464 searches / 2,465 Book Direct clicks
- 371 estimated bookings / \$125K est. revenue

In-house design work

- Uniques Venues digital storefront
- Audience-targeting ads (digital display)
- Midwest Living Magazine print ad
- Pinterest digital promotions
- Wedding Mini-Magazine
- theKnot Magazine 4-page spread (print)
- Celebration Society 2-page spread (print)
- Celebration Society digital promotions
- Visitors Guide layout editing
- Attraction and experience photography
- Trade Show popup displays
- Green Designation stickers and branding
- Chinese Media page on BUSA site

TOP MEDIA MENTIONS ...

- River Travel Magazine - Elizabeth and Galena named "Best Holiday River Town(s)"
- Chicago Tribune - Country Fair
- Thrillist.com - Best Weekend Getaway near Chicago
- OnMillwaukee.com - Galena Spirits
- Forbes.com - Blaum Bros.
- EnjoyIllinois - Illinois Made, River Bend Gallery and American Popcorn Co.



COMMUNICATIONS & LEADS

ICCVB Fall '19 Conference, Held in October and reported on in Q1 report

Julien Dubuque Film Festival, In discussions to have kickoff party, including small screenings, in Galena the weekend before the Fest. The Festival draws more than 6,000 attendees and is growing every year.

Food Truck Fight® - Secured with founder and organizer to expand this event into Galena. Hosted in LeClaire, IA for the past three years, this event has grown from 4,000 to 8,000 attendees. Year one in Galena anticipates 5,000 attendees, similar to the Galena Oktoberfest.

Unique Venues Holiday Party Menu - Pitched to Unique Venues to have a Galena area stakeholder present during the webinar which is streamed to more than 100 event planners throughout the Country. The webinar was also linked in a e-newsletter that is sent to 40,000 planners. One Galena stakeholder was selected.

NW Illinois Film Office - Multiple communications including conference calls and in-person to discuss filming opportunities in our area along with grant status and Illinois Tax incentives. The Director is a huge fan of our area.

Farm-to-Table event, Secured a Farm to Table event in Galena. Galena will be 1 of 3 locations for a Main Street Event. The event will bring 250-300 guests from throughout the country. This is a great opportunity for Galena to be mentioned with the most prestigious cities in the world. Waiting on city approval at the Jan city council meeting

Field of Dreams - Meetings and planning with Galena Historical Society to partner on a fun, family-friendly event in Depot Park. This event will include a drive in movie, screening Field of Dreams, and will also loop into other Field of Dreams projects that fall under Destination Development; Main Street activation - a walking tour including and pop-up installations. This will pair with marketing efforts; PR communications with sports media, and digital promotions.

OTHER COMMUNICATIONS: MEETINGS & RESEARCH

A few highlights revolving around group sales and destination development efforts include:

- Dennis Cage, "My Classic Car" host
- Torque Fest
- River boat groups
- AirDNA
- Traveling exhibits
- Electric shuttles
- Youth Baseball Tournaments
- Annual touring car and motorcycle shows
- Pedlets (outdoor dining)
- Corvette Club
- Mirepoix Wellness Studio - Yoga Retreat
- Dairy State Tours
- Dogs on Patio
- Group Tours and ABA operators prep
- Recreational Cannabis
- Cycling groups
- Motorcycling groups
- FAM tours
- Field of Dreams
- Film Ordinances and policies
- College Cross Country teams

Pictured: Chinese FAM at Galena Cellars Vineyard



sales continued

INT'L FAM HIGHLIGHTS

EARNED MEDIA COVERAGE FOR Q1 FAMS:

VUSA Austria FAM coverage

- Travel Feature (includes Galena)
- 66,000 Impressions
- Publicity value: \$136,936

Outlet: Kronen Zeitung (print/newspaper)

- Headline: Michigan und Illinois: Immer nah am Wasser
- Features: Chicago, Rockford and Galena
- 2,001,169 impressions
- \$48,188.15 media value

Auto Touring Austria (print)

- Illinois/Michigan tour (features Galena, Rockford, Chicago)
- Impressions: 9,900,000
- Publicity Value: \$449,971

Chinese National Geographic Journalists, Oct. 14-15.

This FAM, consisting of Journalists from China, enjoyed tours and photo ops at Chestnut Mountain, Galena Cellars, and Dittmar Farms and took in the great views at Horseshoe Mound and Stagecoach Trail. They also experienced downtown Galena and the Historic District via a trolley ride. Enjoyed breakfast at Chestnut Mountain, lunch at Vinny Vanucchi's and dinner at Timmerman's Supper Club. It was a great experience for Justin and the Chinese journalists. The Journalists love family-owned and operated businesses and said they had a great time. They also praised that the meal at Timmerman's, saying it was the best they had on the 11-day trip so far!

Nicolas An, Travel Trade Manager -

"The Chinese National Geography FAM trip went successfully and smoothly. Thank you so much for your wonderful arrangements and the guided tour in Galena region. The resorts, historic downtown Galena, the winery and the farm etc., that we can see there are so many experiences that we can offer to the tourists in Galena area."

The chief editor, **Mr. Shan**, is an influencer on Weibo (equivalent with Twitter, and one of the most popular social media platforms in China) **has 1.13 million followers on Weibo**. He posted stories on Weibo every day during the visit in Galena.

COMMUNITY RELATIONS/ ADVOCACY



GOVERNMENT

Continuing the conversation with the City of Galena on destination development and parking/connectivity issues.

- Meeting with City Councilmen Mark McCoy and Jerry Westemeier to discuss Summer 2020 projects and destination development ideas. Council will vote on ideas in January 2020. CEO, Noble continues to speak with city officials on vacation rental and connectivity (parking) issues and provide relevant tourism-related information as needed. Noble met with City Administrator, to discuss parking alternatives, such as shuttle and signage. It is agreed that GCT can assist in communicating any new parking and connectivity improvements as we are interested in helping locals and visitors.

County Board Legislative Committee meeting with Rep. Andrew Chesney

- CEO attended meeting to hear Chesney discuss the proposed 1% hotel tax, if approved by referendum. Chesney has rolled back the statewide proposed bill and re-submitted as a referendum. Discussions amongst the County Board note that if the referendum is voted in, the County will use the funding earned for emergency services.

Advocacy Summit with Destinations International - The admin staff traveled to Madison, WI, in November to take part in the Advocacy Summit hosted by Destinations International. Topics of education included discussions on the political climate of our industry and finding each own's community shared value. Staff received the most recent policy briefs regarding the Tourism Lexicon and all were inspired by presentations featuring case studies of destinations that are working on Tourism Master Plans. Take aways include working on programming that can measure our community buy-in, which will assist staff in understanding the sentiment of residents in our destination. Data collected will be aid future growth and success.

Public art discussions with The City of East Dubuque - Noble has met with Mayor Ostrand to discuss possible mural locations in Downtown East Dubuque. Efforts are on pause until we hear back from Iowa Department of Transportation.



COMMUNITY RELATIONS
CONTINUED

MEETINGS & ASSOCIATIONS

Tri-State Tourism quarterly meetings - CEO attended in July and September. The group discussed the importance of educational workshops and ideas on how to better engage members.

ICCVB monthly conference calls - CEO attended in October, November and December. As the Market Liaison on the Board of Directors, Noble updated the board on the Market IL efforts in communications and providing advocacy materials via a custom website which all ICCVB members can utilize to champion tourism in their respective communities. Together the state tourism CVBS will be on the same page relaying important information to stakeholders and government.

Galena Rotary presentation - Noble presented 2019's tourism economic impact numbers, along with a Illinois and Galena tourism facts.

Galena Historical Society - Noble, and Group Sales Manager, Helle, met with the Society's Executive Director and Museum Curator, to discuss GCT initiatives and future partnership. Specifically partnership in the Field of Dreams programming scheduled for Summer 2020.

Galena Downtown Business Association - Monthly meetings attended and tourism updates shared by Noble. Marketing Manager, Oldenburg, attended the November meeting.

NWIL Economic Development - Noble, met with potential Wind Power business looking to locate to Stockton area. Noble shared tourism stats. Emily Legel, NWIL President, connected the two parties.

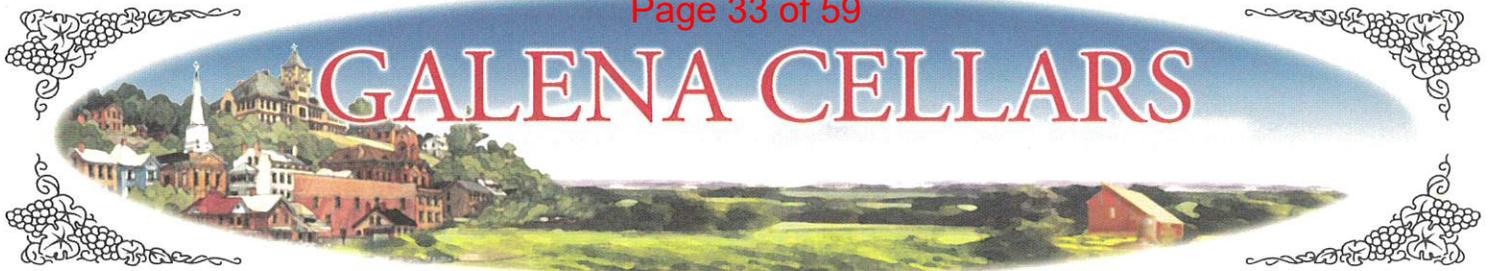
Galena Country Green Alliance - Noble, attended meetings, secured web and printed materials built and helped initiate the county-wide program. Noble also attended the first Green Alliance networking and recruitment event.

Holiday Committee - Noble and Helle host monthly. Attendees: Galena Chamber and GDBA members.

SHOP SMALL meetings held in partnership with the Galena Chamber and GDBA. These outline the FY'20 ShopSmall campaign and recruited businesses to join this county-wide initiative. Noble and Oldenburg are active in this campaign.

Galena Country Trails committee - Monthly meetings revolved around planning to unite the destinations trails, including signage and information. Committee includes: City of Galena, JDCF, G.O.A.T.S., Blackhawk Regional Council, and Illinois DNR

Other meetings and community presence - City of Galena Council meetings, County Board meetings, County Board DMO Committee, Galena Gazette meeting and networking event, Aldrich Guest House, Chamber After Hours, Eagle Ridge, Chamber Annual Dinner, Frech Sister City, Goldmoor Inn Holiday networking event, Turner Hall Appreciation event, State Historic Site meetings



477 South 3rd Street • Geneva, Illinois 60134 • 630-232-WINE
P.O. Box 207 • 515 South Main Street • Galena, Illinois 61036 • 815-777-3330

Honorable Mayor and City Council/Liquor Commission,

On behalf of Galena Cellars Winery, I am writing to the Liquor Commission/Council requesting consideration of the addition of (1) Class A liquor licenses increasing the total number to (10). Galena Cellars has been in negotiation and has made an offer on an existing Galena business and building contingent on obtaining a Class A liquor license from the City of Galena. In order to use the business and building for the full potential of Galena Cellars needs, a class A liquor license would be needed to allow sales of wine, beer and spirits. The class A license would allow us to offer wine tastings, wine retail sales and a fully functioning wine bar.

The current business that is for sale is operating under a Class D liquor license. Under a Class D liquor license, the principle business must not be the retail sale of alcoholic beverages. Should Galena Cellars be able to operate in the new location and building, the principle business would be wine sales/alcoholic beverages, which would require a Class A license.

My family's business has been operating in the City of Galena for over 35 years spanning three generations. We are asking the council for permission of an additional Class A license to allow our business to grow and expand to an additional location, while keeping the majority of our primary business in this city and community. We would also like to note that we are not asking for an additional liquor license but rather a relocation of a Class D license to a Class A license. If approved it would not change the total number of liquor licenses in the city.

We would like to thank you for your time and consideration in this matter.

Sincerely,

Eric White

Winemaker/President
Galena Cellars Winery



CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: January 21, 2020

RE: Uber and Lyft

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

One of the possible parking system improvements identified in the recently presented parking study was to modify current ordinances to facilitate ride sharing services like Uber and Lyft. These services would supplement taxis and charter services to provide options for visiting the downtown without the need to park a vehicle. Our staff has researched the possibilities for regulating ride sharing to insure users are provided a safe and reliable service and the businesses compete fairly with taxi and charter services. I am writing to present an ordinance to create a ride sharing business license, including detailed operational rules. I am attaching the proposed license application as well.

Uber and Lyft are considered transportation network companies (TNCs). They use computer software to connect people seeking a ride with drivers of private vehicles. In operation and in terms of regulation, TNCs are different from taxis and other for-hire vehicles.

In 2015, the State of Illinois adopted comprehensive legislation allowing municipalities to regulate TNCs. The Transportation Network Providers Act (625ILCS 57/1 *et seq*) establishes basic standards that ridesharing companies and their drivers must satisfy. The proposed ordinance is based on the statutory authority and requires the following from each TNC: obtain a license from the City, maintain insurance, screen drivers, verify safe condition of vehicles, non-discriminatory operations, zero tolerance alcohol and drug policy for drivers, and fare disclosure. Please review the proposed ordinance for details of all the regulations.

Under the proposed ordinance, only the TNC would apply to the City for a license to operate. Drivers would follow application requirements of the TNC but would not be required to register or be licensed individually by the City.

The ordinance requires the TNC to pay a fee for the license to operate in the city. The fee must be established by the city council. In consideration of the TNC fees in larger Illinois cities (see Table 1), I recommend an annual fee of \$500. I believe our fee should be competitive to attract

TNC companies to Galena. In comparison, our taxi business license is \$100 annually, plus \$25 per vehicle. A license to drive a taxi in Galena is \$10 annually.

Table 1. Illinois TNC Annual License Fees

City	Annual TNC Fee
Springfield	\$1,500
Rockford	\$2,731
Peoria	\$3,000
Bloomington	\$3,000
Chicago	\$10,000

Both Uber and Lyft must select a city in order for drivers to enlist to provide ride sharing services in that community. There are instances where drivers from another ride share community, like Dubuque, will provide services to a nearby city like Galena. Typically, wait times are longer and ride costs higher in such cases. I contacted both Uber and Lyft and requested they consider establishing service in Galena. Both companies typically operate in larger cities so there is no guarantee that either will choose to apply to operate in Galena. As of today, I have not received a response from either company.

I recommend that you adopt the proposed ordinance, license application, and establish the annual license fee at \$500. Please let me know if you have any questions. Thank you.

Ordinance No. _____

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

WHEREAS, Section 5/11-42-6 of the Illinois Municipal Code (65 ILCS 5/11-42-6) provides that the corporate authorities of each municipality may license, tax, and regulate hackmen, draymen, omnibus drivers, carters, cabmen, porters, expressmen, and all others pursuing like occupations and may prescribe their compensation; and

WHEREAS, the City Council heretofore has enacted Galena Code of Ordinances Chapter 120 to regulate vehicles for hire and the drivers of such vehicles within the City for the protection of the public health, safety, and welfare; and

WHEREAS, recent innovations in technology now allow persons seeking for hire transportation to use wireless networks or the internet to find the location of a potential driver, obtain information about the driver, and arrange for transportation with that driver for an agreed price; and

WHEREAS, transportation network companies (“TNCs”) have captured a growing share of the traditional vehicle for hire market by using digital networks or software application services to connect passengers to affiliated drivers; and

WHEREAS, TNCs have been successful and popular with the public throughout the nation; and

WHEREAS, the City Council welcomes and encourages new businesses that offer pioneering solutions to the transportation needs of the City’s population; and

WHEREAS, the City Council finds that a need exists to regulate the activities of TNCs and their drivers within the City, as provided herein, to protect the health, safety, and welfare of TNC drivers, riders, and the general public; and

WHEREAS, the City Council strongly supports the area’s existing vehicle for hire businesses and intends in this Ordinance to establish regulations that are fair and appropriate for all transportation providers regulated by the City; and

WHEREAS, the City Council finds that the best interests of the City are served by requiring all persons operating TNCs in the City to provide safe, clean, reliable, and consistent transportation services to the riding public; and

WHEREAS, the City Council finds that the City may regulate such activities pursuant to the Transportation Network Providers Act, 625 ILCS 57/1 et seq., which Act took effect on June 1, 2015; and

WHEREAS, Public Act 99-56, adopted by the 99th Illinois General Assembly, amended the Transportation Network Providers Act, *inter alia*, to prevent a unit of local government from

regulating TNCs, TNC drivers, or TNC services in a manner that is less restrictive than the regulation by the State under such Act, effective on July 16, 2015; and

WHEREAS, the City Council further finds that the best interests of the City are served by establishing fees for TNC driver's license of fees, pursuant to Galena Code of Ordinances Chapter, as provided herein.

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

SECTION I: Pursuant to the authority found in the Illinois Compiled Statutes, Transportation Network Providers Act, 625 ILCS 57/1 et seq, Chapter 120, "Motorized Vehicles for Hire," is amended by adopting and adding Exhibit A, attached hereto and made part hereof, to the Galena Code of Ordinances.

SECTION II: The license fee for the Transportation Network Company (TNC) annual license shall be \$500. This fee may be modified from time to time by the City Council.

SECTION III: Chapter 120.01, "Definitions" shall be changed to "Definitions for Taxicabs".

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

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

SECTION VI: Passed on this _____ day of _____, A.D., 2020, in open Council.

AYES:

NAYS:

Terry Renner, Mayor

Attest:

Mary Beth Hyde, City Clerk

Exhibit A

CHAPTER 120 – MOTORIZED VEHICLES FOR HIRE

§ 120.09 DEFINITIONS FOR TRANSPORTATION NETWORK COMPANY SERVICES.

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

TRANSPORTATION NETWORK COMPANY OR TNC. A licensed entity operating in the City of Galena pursuant to state and city requirements that uses a digital network or software application service to connect passengers to transport services provided by the TNC. A TNC is not deemed to own, control, operate, or manage the vehicles used by TNC drivers and is not a taxicab association or for-hire vehicle owner.

TRANSPORT NETWORK COMPANY DRIVER OR TNC DRIVER. An individual who owns, leases, or is otherwise authorized to use a motor vehicle for TNC services. The motor vehicle shall not be a taxicab or for-hire public passenger vehicle.

TRANSPORTATION NETWORK COMPANY SERVICES OR TNC SERVICES. The transportation of a passenger between points chosen by the passenger and prearranged with a TNC driver through the use of a digital network or software application provided by the TNC. TNC services shall begin when a TNC driver accepts a transportation request received through the TNC's digital network or software application. Services continue through the transportation of the passenger and end when the passenger has completely exited the TNC driver's vehicle. This service is not a taxicab, for-hire vehicle, or street-hail service.

TRANSPORTATION NETWORK COMPANY VEHICLE, TRANSPORTATION NETWORK VEHICLE, OR TNC VEHICLE. Any motor vehicle used in the performance of TNC services.

TRANSPORTATION NETWORK COMPANY AGENT, TRANSPORTATION NETWORK AGENT, OR TNC AGENT. Any person who represents the TNC in financial matters and operates a place of business on behalf of the TNC in the City. An agent is not required to be a driver.

§ 120.10 TRANSPORT NETWORK PROVIDER LICENSE.

(A) No person shall engage in a transportation network provider business in the city without a transportation network provider license issued pursuant to this section.

(B) In order to qualify for a transportation network company license, whether upon initial application or upon application for renewal of a license:

(1) An applicant shall be in compliance with all applicable city, State of Illinois and federal laws.

(2) An applicant shall have a place of business where the city may send, and the licensee shall accept, notices of hearing or other notices from the city and the licensee maintains its business and financial records relating to its license.

(C) The TNC operating within the city shall submit an application to the City Clerk with an application fee as established by the City Council. The application shall include the following information:

(1) If the license applicant is an individual:

(a) The individual's full name, social security number, residence address, business, business e-mail address and business telephone number.

(b) Proof that the applicant is at least 18 years of age.

(2) If the license applicant is a corporation:

(a) The corporate name, business address and telephone number of the applicant.

(b) The date and state of incorporation.

(c) The full names, titles, residence addresses, e-mail addresses and telephone numbers of its corporate officers, and of its authorized agent.

(d) Proof that all corporate officers are at least 18 years of age.

(e) Proof that the corporation is in good standing under the laws of the State of Illinois and the City of Galena.

(3) If the license applicant is a partnership or limited liability company:

(a) The name, business address or principal office address and telephone number of the applicant,

(b) The full names, residence addresses, e-mail addresses and telephone numbers of:

1. the three members who own the highest percentage interests in such partnership or limited liability company.
2. the general partner of a partnership.
3. the managing member of a limited liability company.
4. the applicant's authorized agent.
5. any other member who owns a 25 percent or more interest therein.

(c) The full name, addresses, e-mail address and telephone number of a person authorized to receive notices issued pursuant to this section.

(d) Proof that all persons, partners, managers, managing members and members, as applicable, are at least 18 years of age.

(D) In addition to the license application requirements listed in subsection (A), and in addition to any other information that the City Clerk may reasonably require in connection with the issuance or renewal of a license, any transportation network company licensee shall provide to the City Clerk within five business days upon written request the following information:

(1) The full name, driver's license number and address of drivers registered with the applicant.

(2) The license plate number, registered owner and the vehicle identification numbers of the transportation network vehicles registered with the applicant with a document attesting that each such vehicle meets the inspection and vehicle standard requirements provided in this chapter.

(3) List of wheelchair-accessible transportation network vehicles registered with the applicant.

(4) The applicant's insurance policies as provided in Chapter 120.11.

§ 120.11 INSURANCE.

(A) TNCs and participating drivers shall comply with the automobile liability insurance requirements of this section as required and any other applicable insurance requirements mandated by federal, State of Illinois, and city laws.

(B) The following automobile liability insurance requirements shall apply at all times a TNC driver is logged on to the TNC's digital network or software application without an active transport request that the TNC driver has accepted through the digital network or software application. The following insurance requirements shall resume upon the completion of the request and the passenger's complete exit from the TNC driver's vehicle or the electronic processing of the transaction, whichever is later:

(1) Automobile liability insurance shall be in the amount of at least \$50,000.00 for death and personal injury per person, \$100,000.00 for death and personal injury per incident, and \$25,000.00 for property damage.

(2) Contingent automobile liability insurance in the amounts required in paragraph (1) of this subsection (B) shall be maintained by a transportation network company and provide coverage in the event that a TNC driver's own automobile liability policy excludes coverage according to its policy terms or does not provide at least the limits of coverage required in paragraph (1) of this subsection (B).

(C) The following automobile liability insurance requirements shall apply the moment a

TNC driver accepts a transportation request through the TNC's digital network or software application until the transportation is complete and the passenger has completely exited the vehicle, or the electronic transaction has been processed, whichever is later:

(1) Automobile liability insurance shall be primary and in the amount of \$1,000,000.00 for death, personal injury, and property damage. The requirements for this paragraph (1) may be satisfied by any of the following:

- (a) Automobile liability insurance maintained by a TNC driver.
- (b) Automobile liability company insurance maintained by the TNC, or
- (c) Any combination of subparagraphs (a) and (b).

(2) Insurance coverage provided under this subsection (C) shall also provide for uninsured motorist coverage and underinsured motorist coverage in the amount of \$50,000.00 from the moment a passenger enters a TNC driver's vehicle until the passenger completely exits the vehicle.

(3) The insurer, in the case of insurance coverage provided under this subsection (C), shall have the duty to defend and indemnify the insured.

(4) Coverage under an automobile liability insurance policy required under this subsection (C) shall not be dependent on a personal automobile insurance policy first denying a claim nor shall a personal automobile insurance policy be required to first deny a claim.

(D) In every instance when automobile liability insurance maintained by a participating TNC driver to fulfill the insurance obligations of this section has lapsed or ceased to exist, the TNC shall provide the coverage required by the section beginning with the first dollar of a claim.

(E) This section shall not limit the liability of a transportation network company arising out of an automobile accident involving a participating TNC driver in any action for damages against a TNC for an amount above the required insurance coverage.

(F) The TNC shall disclose in writing to participating TNC drivers, as part of its agreement with those drivers, the following:

(1) The insurance coverage and limits of liability that the TNC provides while the TNC driver uses a vehicle in connection with a TNC's digital network or software application depending upon its terms, and

(2) That the TNC driver's own insurance policy may not provide coverage while the TNC driver uses a vehicle in connection with a TNC digital network or software application depending upon its terms.

(G) An insurance policy required under this section may be placed with an admitted Illinois insurer, or with an authorized surplus line insurer under Section 445 of the Illinois Insurance Code; and is not subject to any restriction or limitation on the issuance of a policy contained in Section 445a of the Illinois Insurance Code.

(H) Any insurance policy required by this section shall satisfy the financial responsibility requirement for a motor vehicle under Sections 7-203 and 7-601 of the Illinois Vehicle Code.

(I) Any participating TNC driver shall provide to any authorized law enforcement officer, in addition to any applicable insurance, proof of the insurance policies required by this section in case of an accident involving a TNC driver while he is operating his vehicle as a part of the TNC.

(J) Proof of insurance meeting the standards described in this section shall be provided by the license applicant to the finance director before any issuance of a license to operate a transportation network company.

§ 120.12 DRIVER REQUIREMENTS.

(A) Prior to permitting an individual to act as a TNC driver on its digital network or software application, the TNC shall:

(1) Require the individual to submit an application to the TNC, which includes information regarding his or her address, age, driver's license, driving history, motor vehicle registration, automobile liability insurance, and other information required by the TNC.

(2) Conduct, or have a third part conduct, a local and national criminal history background check for each individual applicant that shall include the National Sex Offenders Registry database.

(3) Obtain and review a driving history report for the applicant.

(B) A TNC shall not permit an individual to act as a TNC driver on its digital network or software application unless such person:

(1) Is at least 19 years of age.

(2) Submitted to a local and national criminal history background check for each individual applicant shall include:

(a) Multi-state or multi-jurisdictional criminal records locator or other similar commercial nationwide database with validation (primary source search).

(b) National Sex Offenders Registry database.

(c) Obtain and review a driving history research report for the individual.

(3) Has a valid and properly classified driver's license issued by the secretary of state. A restricted driver's permit issued following the suspension or revocation of a driver's license shall not be considered a valid and properly classified driver's license for the purposes of this subsection (B).

(4) Had a valid driver's license for at least one year prior to the date of application.

(5) Has not been convicted of, or placed on supervision by a court for more than three offenses against the traffic regulations governing the movement of vehicles within two years of the date of application.

(6) Does not have more than three moving violations in the prior three-year period.

(7) Has not been convicted of or placed on supervision for reckless driving, driving under the influence of intoxicating liquor or drugs, drag racing, fleeing or attempting to elude a police officer, leaving the scene or failure to report an accident involving death or injury within seven years of the date of application.

(8) Has not been convicted at any time of fraud, sexual offenses, use of a motor vehicle to commit a felony, a crime involving property damage, and/or theft, acts of violence, or acts of terror.

(9) Has had more than three moving violations in the prior three-year period, or one major violation in the prior three-year period (including, but not limited to, attempting to evade the police, reckless driving, or driving on a suspended or revoked license).

(10) Is not required to register as a sex offender, pursuant to 730 ILCS 5/150/3 and has never been adjudicated as a sexually dangerous person.

(11) Possesses proof of registration for the motor vehicle used to provide TNC services.

(12) Possesses proof of automobile liability insurance for the motor vehicle used to provide TNC services.

(13) Has not had a taxicab driver's license or access to a TNC or taxi corporation's platform revoked for cause within three years of the date of application.

(14) Has not knowingly furnished false or misleading information or withheld relevant information on such application or caused or permitted another to furnish or withhold such information on his/her behalf.

(C) A picture of the TNC driver, the driver's license plate number, and a description of the motor vehicle, including wheel-chair accessibility, used for TNC services shall be displayed on the digital network or software application for viewing by a passenger.

(D) A TNC vehicle operated by a driver affiliated with a TNC licensed by another jurisdiction may come into the city to discharge passengers whose trip originated outside the city.

(E) A TNC driver shall not be restricted to participating in services from a single TNC. A TNC driver shall be allowed to provide services for multiple TNCs.

(F) A TNC driver shall not provide TNC services for more than ten hours on any calendar day.

§ 120.13 TRANSPORT NETWORK COMPANY VEHICLE INSPECTIONS AND REQUIREMENTS.

(A) The TNC shall require that any motor vehicle that a TNC driver will use to provide TNC services meets vehicle safety and emissions requirements for a private motor vehicle in this State and this city.

(B) A TNC driver shall identify his or her TNC vehicle at all times while offering TNC services with the City through display of consistent and distinctive trade dress (i.e., distinctive signage, emblem or display on the vehicle) visible from both the front and the back of the vehicle. The trade dress must be sufficiently large, and color contrasted as to be readable during daylight hours at a distance of fifty (50) feet or more from both in front of and in back of the vehicle. The trade dress shall be sufficient to allow a passenger, government official or a member of the public to associate a vehicle with a particular TNC. Acceptable forms of trade dress include, but are not limited to, symbols or signs on vehicle windows, doors, roofs, trunks or grills. Magnetic or removal trade dress is acceptable.

(C) A TNC and its driver shall be jointly and severally liable for any violation of this section.

§ 120.14 PACKAGE DELIVERY PROHIBITED.

TNC drivers shall not accept packages for transportation unless such package is accompanied at all times by a passenger.

§ 120.15 NON-DISCRIMINATION.

(A) The TNC shall adopt and notify TNC drivers of a policy of non-discrimination on the basis of destination, race, color, national origin, religious belief or affiliation, sex, disability, age, sexual orientation, or gender identity with respect to passengers and potential passengers.

(B) TNC drivers shall comply with all applicable laws regarding non-discrimination against passengers or potential passengers on the basis of destination, race, color, national origin, religious belief or affiliation, sex, disability, age, sexual orientation, or gender identity.

(C) TNC drivers shall comply with all applicable laws relating to accommodation of service animals.

(D) A TNC shall not impose additional charges for providing services that accommodate any disability.

(E) A TNC shall allow passengers to specify any necessary disability accommodations through the TNC's digital network or software application. If a TNC has no reasonable way to accommodate such a disability, the TNC shall not be responsible to do so.

§ 120.16 SAFETY.

(A) The TNC shall implement a zero-tolerance policy on the use of alcohol and perception altering or performance impairing drugs while a TNC driver is providing TNC services or any time the TNC driver is logged into the TNC's digital network.

(B) The TNC shall provide notice of the zero-tolerance policy on its website as well as procedures to report a complaint about a driver with whom a passenger was matched and whom the passenger reasonably suspects was under the influence of alcohol or perception altering or performance impairing drugs during the course of the trip.

(C) Upon receipt of a passenger's complaint alleging a violation of the zero-tolerance policy, the TNC shall immediately suspend the TNC driver's access to the TNC's digital platform, and shall conduct an investigation into the reported incident. The suspension shall last the duration of the investigation.

(D) The TNC shall maintain records relevant to the enforcement of this requirement for a period of at least two years from the date that a passenger complaint is received by the TNC.

(E) TNCs or TNC drivers are not common carriers, contract carriers or motor carriers, as defined by any applicable State or city laws, nor do they provide taxicab or for-hire vehicle service.

§ 120.17 OPERATIONAL.

(A) A TNC may charge a fare for the services provided to passengers provided that, if a fare is charged, the TNC shall disclose to passengers the fare and its calculation method through its digital network or software application for the purposes of passenger calculation.

(B) Within a reasonable time following the completion of a trip, a TNC shall transmit an electronic receipt to the passenger that lists:

- (1) The origin and destination of the trip.
- (2) The total time and distance of the trip.
- (3) An itemization of the total fare paid, if any.

(C) Dispatches for TNC services shall be made only to eligible TNC drivers under the requirements of this article.

§ 120.18 SUSPENSION OR REVOCATION.

A TNC driver may be suspended or revoked by the finance director or his/her designee if:

- (A) The driver has violated any of the provisions of this article regulating TNC.
- (B) The driver no longer meets the requirements of Chapter 120.12.
- (C) The driver has engaged in any conduct which would constitute a criminal offense against any passenger while the licensee is acting as a TNC driver.
- (D) The driver has knowingly furnished false or misleading information or withheld relevant information on any application for any license or permit required by this division or knowingly caused or suffered another to furnish or withhold such information on his behalf.
- (E) The driver has had his driver's license suspended or revoked by the secretary of state. A restricted driver's permit issued following the suspension or revocation of a driver's license shall not be considered a valid driver's license for the purposes of this subsection.
- (F) The driver has, while acting as a TNC driver, failed to maintain a reasonable level of personal hygiene, appearance and conduct. Violation of this paragraph includes, but is not limited to: wearing torn, dirty or stained clothing, failure to be clean and well groomed, free of offensive body odors; rude, insulting or profane speech or actions toward or in the presence of a member of the public.

§ 120.19 EXPIRATION.

All licenses or access to platforms authorized under this chapter shall expire one year after issuance.

§ 120.20 APPEALS.

Within ten days after written notice of the revocation, suspension, or denial of issuance of a TNC provider's or driver's license, an applicant or license holder may file with the City Clerk a written notice of appeal to the City Council from such revocation, suspension, or denial. The City Council must provide the applicant or license holder with notice and an opportunity to be heard on the issue of whether the license was properly revoked, suspended, or denied.

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



TRANSPORTATION NETWORK COMPANY (TNC) LICENSE APPLICATION

GENERAL INFORMATION

1. Chapter 120.09 of the City of Galena Code of Ordinances.
2. A **Transportation Network Company (TNC) license** must be obtained by a TNC company offering compensated pre-arranged transportation services that connects passengers with drivers of vehicles for hire using an Internet-enabled application or digital platform.
3. Applications must be submitted with all required documents to City of Galena, City Clerk, 101 Green Street, Galena, Illinois 61036 or mhyde@cityofgalena.org.
4. A license application will be reviewed once all completed documents have been received. Only applications submitted by applicants that have paid or resolved outstanding debt owed to the City of Galena will be reviewed. Please keep a copy of all documents submitted to the City of Galena.

THE FOLLOWING ARE ALL REQUIRED DOCUMENTS THAT MUST BE SUBMITTED WITH THIS TNC APPLICATION:

1. **For Individuals** --The individual's full name, social security number, residence address, business, business e-mail address and business telephone number, and proof that the applicant is at least 18 years of age.
2. **For Corporations** – The corporate name, business address and telephone number of the applicant, the date and state of incorporation, the full names, titles, residence addresses, e-mail addresses and telephone numbers of its corporate officers, and of its authorized agent, proof that all corporate officers are at least 18 years of age, and proof that the corporation is in good standing under the laws of the State of Illinois and the City of Galena.
3. **For LLCs and Partnerships**– The name, business address or principal office address and telephone number of the applicant, the full names, residence addresses, e-mail addresses and telephone numbers of (a) the three members who own the highest percentage interests in such partnership or limited liability company, (b) the general partner of a partnership, (c) the managing member of a limited liability company, (d) the applicant's authorized agent, and (e) any other member who owns a 25 percent or more interest therein; the full name, addresses, e-mail address and telephone number of a person authorized to receive notices issued pursuant to the ordinance, and proof that all persons, partners, managers, managing members and members, as applicable, are at least 18 years of age.
4. Submit proof of required City of Galena insurance coverage for TNC licensees pursuant to Chapter 120.11.
5. A color photo or rendition of the TNC applicant's proposed driver identification card, including size dimensions.
6. Color graphic illustration or "screen shots" of how applicant's digital platform displays for consumers/passengers: (a) the identification card of the transportation network driver; (b) a picture of the transportation network vehicle the driver is approved to use, including the license plate number of the vehicle, and the make, model and year of the vehicle; (c) the service center number the passenger may use to report

complaints; (d) whether smoking is permitted in the vehicle; and (e) an opt-out button/option from being rated by drivers if the digital platform allows drivers to rate their passengers.

7. Color graphic illustration or “screen shots” of how applicant’s digital platform displays for consumers/passengers: (a) a button for passengers to request a fare quote displayed on the passenger’s smart phone application before the start of each ride (the fare quote button must be the same size as the button confirming/authorizing the ride); (b) during elevated pricing periods, sample notice of the time frame of the surge pricing period is displayed for passenger notice; (c) how the surge pricing quote is displayed in a dollar amount fare estimate (not a multiplier); and the size of the buttons that passenger must click on to authorize the surge price fare quote; and (d) size of button that allows passenger to opt out or decline the transportation request based on the fare quote.

8. List of the full legal name, driver’s license number and address of all drivers registered with the applicant.

9. List of transportation network vehicles registered with the applicant. List must itemize the license plate number, registered owner, vehicle identification numbers with a document attesting that each such vehicle meets the inspection and vehicle standard requirements provided in the ordinance (as stated below).

10. List of the wheelchair-accessible transportation network vehicles registered with the applicant.

11. Proof of place of business (acceptable records are property lease agreement, property tax record, or utility bill). Note: The Galena Code of Ordinances defines *place of business* as a location: where the City may send, and the licensee shall accept, notices of hearing or other notices from the city and the licensee maintains its business and financial records relating to its license.

12. The following lists **additional** requirements and documentation that must be submitted with the application:

- Annual License Fee of \$500.00 to be paid before license is issued.
- Documentation related to TNC:

Driver History, Background Check, Drug Testing, and Zero-Tolerance Policy. Applicant must submit written driver history, background check, drug testing processes and zero-tolerance policy materials to the City of Galena for approval to ensure that all affiliated drivers qualify and meet ordinance requirements.

Vehicle Inspections. Applicant must submit written vehicle inspection processes for approval that ensure that all affiliated vehicles are inspected according to ordinance standards and shall ensure that documentation of such inspection in vehicle at all times.

TRANSPORTATION NETWORK COMPANY LICENSE APPLICATION

1. Name of TNC License Applicant Company:

2. Principal Place of Business Street Address (City/State/Zip Code)

3. Web site address: _____

4. Email Address: _____

5. Business Telephone Number: () _____

6. Business Fax Number: () _____

7. State of Illinois Corporate/LCC File #: _____

9. Registered Agent Information:

a. Name: _____

b. Company: _____

c. Address: _____

d. Contact Phone Number: () _____

e. Email Address: _____

COMPANY OFFICER AND OWNER INFORMATION

10. Attach a list of **all** company officers, members, shareholders owning more than 25%, owners, or partners which includes responses to all of the following information:

- a. Individual Full Legal Name
- b. Title(s) Held
- c. Percentage of Ownership
- d. Home Street Address/City/State/Zip e. Contact / Business Email Address
- e. Primary Contact Phone Number
- f. Date of Birth
- g. Social Security Number
- h. Driver's License Number and list the name of the State that issued the Driver's License

LICENSING AND CRIMINAL HISTORY

11. Has the applicant company, its owners, members, directors, partners, or officers ever had an ownership interest in any State of Illinois or City of Galena license that has been suspended or revoked? (Yes or No):

If yes, list the license holder name, license type, the date and the reason of suspension or revocation:

12. Has the applicant company, its owners, members, directors, partners, or officers ever been convicted of a crime, in custody, under parole or under any other non-custodial supervision resulting from a conviction from a felony within the last ten (10) years? (Yes or No): _____

If yes, list the Defendant's name, type of offense, date, city, and state of conviction:

13. Are there any pending charges against the applicant company, its owners, members, directors, partners, or officers? (Yes or No): _____

If yes, list the Defendant's name, type of offense, next court date, and court city, county and state:

NAME OF PERSON COMPLETING, SIGNING, AND ATTESTING APPLICATION

I, _____
(First-Middle-Last Name), am applying to obtain a TNC license on behalf of a company registered and authorized to do business in Illinois. I am authorized by the TNP license applicant to complete, sign, and submit this application as a principal owner or shareholder with more than 25% interest in the applicant company; as a principal officer (President or CEO); or as a principal LLC member.

a. List your title or relationship with TNC license applicant company: _____

b. Mailing Street Address (City/State/Zip Code): _____

c. Primary Contact Phone Number: () _____

d. Email Address: _____

e. Driver's License Number: _____

f. List the name of the State that issued the above Driver's License: _____

- I affirm that the applicant company meets all the requirements listed in the City of Galena ordinances to qualify for a TNC License. I understand that applicant company principals must submit to a fingerprint background check at an agency approved by the City of Galena. I further understand that applicant is responsible for any expenses associated with the background check whether applicant is approved for a license or not. I understand that applicant’s principals will be photographed by the City of Galena or must submit photographs as part of the licensing process.
- I understand that Applicant Company is responsible for securing and maintaining the required insurance associated with a TNC license.
- I understand that Applicant Company shall not own, provide financing for obtaining, leasing, or ownership of, or have a beneficial interest in affiliated transportation network vehicles.
- I understand that the applicant company affiliated vehicles must meet TNC license and inspection requirements.
- I understand that the applicant company affiliated drivers must meet TNC license, training, and background check requirements.
- I understand that the applicant company has an affirmative duty to keep accurate records, reports, and books and to timely respond to requests from the City of Galena for records, reports, and books.
- I affirm that all the statements made and given on this form and any accompanying documents are true and correct. I understand that any misstatements, inaccuracies and/or omissions made on this form or any accompanying documents (whether intentional or unintentional) will result in the denial or rescission of this application or any license obtained through this application.
- I hereby give authorized consent to the City of Galena to obtain the criminal and background history records of the principals of the applicant company.

Under penalties as provided by law, I certify that the above statements are true and correct.

Signature: _____

Print Name: _____

Date: _____

Subscribed and sworn before me this _____ day of _____, 20 ____.

Notary Public (SEAL)

FOR OFFICE USE ONLY:

Date application received: _____ Received By: _____

License fee attached: YES / NO City Council review date: _____

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
APPLIED CONCEPTS, INC. (120774)							
360174	1	Invoice	NEW RADAR	01/06/2020	1,257.00		01.21.830.04
Total APPLIED CONCEPTS, INC. (120774):					1,257.00		
AT & T (LOCAL) (103)							
011520	1	Invoice	PUBLIC WORKS/PHONE	01/15/2020	52.80		01.41.552.00
011520	2	Invoice	FIRE DEPARTMENT/PHO	01/15/2020	49.98		22.22.552.00
011520	3	Invoice	POLICE/PHONE	01/15/2020	250.69		01.21.552.00
011520	4	Invoice	ADMINISTRATION/PHON	01/15/2020	361.81		01.13.552.00
011520	5	Invoice	FLOOD CONTROL/PHON	01/15/2020	48.82		20.25.515.00
011520	6	Invoice	FINANCE/PHONE	01/15/2020	50.01		01.13.552.00
Total AT & T (LOCAL) (103):					814.11		
AT & T LONG DISTANCE (119065)							
011520	1	Invoice	FIRE DEPARTMENT/LON	01/15/2020	.34		22.22.552.00
011520	2	Invoice	POLICE/LONG DISTANCE	01/15/2020	11.06		01.21.552.00
011520	3	Invoice	ADMINISTRATION/LONG	01/15/2020	51.95		01.13.552.00
Total AT & T LONG DISTANCE (119065):					63.35		
BLAIN'S FARM & FLEET (120547)							
3364	1	Invoice	CLOTHING	01/15/2020	66.96		01.41.579.02
Total BLAIN'S FARM & FLEET (120547):					66.96		
BUSS BOYZ CUSTOMS, INC. (119356)							
7785	1	Invoice	RADAR INSTALLATION	01/16/2020	227.50		01.21.830.04
Total BUSS BOYZ CUSTOMS, INC. (119356):					227.50		
BUSSAN, TIM (162)							
012220	1	Invoice	CLOTHING	01/22/2020	199.39		01.41.579.02
Total BUSSAN, TIM (162):					199.39		
CARD SERVICE CENTER (119840)							
011520	1	Invoice	CREATIVE CLOUD	01/15/2020	22.30		01.16.684.00
011520	2	Invoice	RENTLY	01/15/2020	60.00		58.54.532.00
011520	3	Invoice	ADOBE/BUILDING	01/15/2020	15.93		01.13.512.04
011520	4	Invoice	HOLIDAY LUNCHEON	01/15/2020	174.80		01.11.929.01
011520	5	Invoice	FLOWERS/RETIREMENT/	01/15/2020	38.10		01.11.929.01
011520	6	Invoice	OFFICE SUPPLIES	01/15/2020	64.66		01.13.651.02
011520	7	Invoice	OFFICE SUPPLIES	01/15/2020	197.90		01.13.651.02
011520	8	Invoice	RECRUITMENT	01/15/2020	25.49		01.21.549.00
011520	9	Invoice	RECRUITMENT	01/15/2020	238.00		01.21.565.00
011520	10	Invoice	SOFTWARE	01/15/2020	149.99		01.21.652.03
011520	11	Invoice	OBEDIENCE COLLAR/HE	01/15/2020	304.41		01.21.914.00
011520	12	Invoice	HOLIDAY GIVING PROGR	01/15/2020	105.56		01.21.919.01
011520	13	Invoice	CODE BOOKS	01/15/2020	110.85		01.46.565.00
011520	14	Invoice	SUPPLIES	01/15/2020	20.97		58.54.654.01
011520	15	Invoice	WASTE RECEPTACLES	01/15/2020	141.72		59.55.511.01

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total CARD SERVICE CENTER (119840):					1,670.68		
CEDAR CROSS OVERHEAD DOOR (588)							
220935	1	Invoice	GARAGE DOOR MAINT	12/17/2019	240.00		01.41.511.00
220941	1	Invoice	GARAGE DOOR MAINT	12/06/2019	108.00		01.41.511.00
Total CEDAR CROSS OVERHEAD DOOR (588):					348.00		
COMPASS MINERALS AMERICA (120335)							
573113	1	Invoice	SALT	01/13/2020	1,880.25		01.41.614.07
574245	1	Invoice	SALT	01/14/2020	1,884.00		01.41.614.07
575401	1	Invoice	SALT	01/15/2020	1,880.25		01.41.614.07
Total COMPASS MINERALS AMERICA (120335):					5,644.50		
COPYWORKS (874)							
123869	1	Invoice	TOW REPORTS/ENVELO	01/20/2020	204.00		01.21.651.00
Total COPYWORKS (874):					204.00		
DINGES FIRE COMPANY (120340)							
06362	1	Invoice	NEW FOLD-A-TANK	01/09/2020	1,395.00		22.22.840.00
Total DINGES FIRE COMPANY (120340):					1,395.00		
EJ EQUIPMENT, INC. (119950)							
W08780	1	Invoice	SWEEPER	01/16/2020	5,478.93		01.41.613.11
Total EJ EQUIPMENT, INC. (119950):					5,478.93		
ENVIRONMENTAL SYSTEMS RESEARCH INST. (120649)							
93763623	1	Invoice	ARC GIS	01/09/2020	1,855.07		01.45.532.01
Total ENVIRONMENTAL SYSTEMS RESEARCH INST. (120649):					1,855.07		
EUCLID MANAGERS (120626)							
011520	1	Invoice	EMPLOYEE DENTAL #564	01/15/2020	1,811.66		01.13.451.01
Total EUCLID MANAGERS (120626):					1,811.66		
FIRE TEXT RESPONSE, LLC (119945)							
2020-2204	1	Invoice	CELL PHONE ALERT SYS	01/15/2020	500.00		22.22.929.00
Total FIRE TEXT RESPONSE, LLC (119945):					500.00		
GALENA CHRYSLER (82)							
75187	1	Invoice	SQUAD 4 MAINTENANCE	01/16/2020	62.79		01.21.513.06
Total GALENA CHRYSLER (82):					62.79		
GEOSTAR MECHANICAL, INC. (119731)							
132261	1	Invoice	BACKFLOW REPAIRS	11/11/2019	650.00		58.54.511.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total GEOSTAR MECHANICAL, INC. (119731):					650.00		
GLOBAL REACH INTERNET PROD. (119792)							
105541	1	Invoice	EXCHANGE ON LINE	01/06/2020	100.00		52.43.532.00
105541	2	Invoice	EXCHANGE ON LINE	01/06/2020	100.00		51.42.532.00
105653	1	Invoice	WEBSITE CHANGES/HOS	12/01/2019	133.25		01.13.512.05
Total GLOBAL REACH INTERNET PROD. (119792):					333.25		
HALSTEAD, MARY L. (119966)							
012720	1	Invoice	CITY HALL JANITOR	01/27/2020	290.00		01.13.511.07
012720	2	Invoice	PUBLIC RESTROOMS AT	01/27/2020	270.00		01.13.511.08
012720	3	Invoice	MARKET HOUSE RESTR	01/27/2020	258.50		01.13.511.09
Total HALSTEAD, MARY L. (119966):					818.50		
HEALTHCARE SERVICE CORPORATION (118931)							
010820	1	Invoice	HSA/FAMILY/EMPLOYEE	01/08/2020	7,679.67		01.218.0
010820	2	Invoice	PPO/BLUE CROSS BLUE	01/08/2020	132.42		01.218.0
010820	3	Invoice	HEALTH INSURANCE	01/08/2020	31,248.34		01.13.451.00
010820	4	Invoice	COBRA INSURANCE	01/08/2020	1,504.97		01.13.451.04
Total HEALTHCARE SERVICE CORPORATION (118931):					40,565.40		
ILLINOIS ATTORNEY GENERAL (118940)							
012320	1	Invoice	SEX OFFENDER REGIST	01/23/2020	30.00		01.21.549.00
Total ILLINOIS ATTORNEY GENERAL (118940):					30.00		
ILLINOIS STATE POLICE (119872)							
012320	1	Invoice	SEX OFFENDER REGIST	01/23/2020	30.00		01.21.549.00
Total ILLINOIS STATE POLICE (119872):					30.00		
JO CARROLL ENERGY, INC. (397)							
011520	1	Invoice	STREET LIGHTS	01/15/2020	749.87		15.41.572.00
011520	2	Invoice	CITY HALL/ELECTRIC	01/15/2020	340.02		01.13.571.01
011520	3	Invoice	PUBLIC WORKS/ELECTRI	01/15/2020	335.52		01.41.571.01
011520	4	Invoice	PARKS/ELECTRIC	01/15/2020	146.12		17.52.571.01
011520	5	Invoice	FIRE/ELECTRIC	01/15/2020	97.75		22.22.576.01
011520	6	Invoice	POOL/ELECTRIC	01/15/2020	178.50		59.55.571.01
Total JO CARROLL ENERGY, INC. (397):					1,847.78		
JO DAVIESS CTY CLERK/RECORDER (393)							
010320	1	Invoice	RECORDING FEE	01/03/2020	63.00		01.14.553.00
Total JO DAVIESS CTY CLERK/RECORDER (393):					63.00		
JO DAVIESS CTY GIS DEPT (330)							
102519	1	Invoice	19A-05, 19S-13 & 19S-14	10/25/2019	18.75		01.16.553.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total JO DAVIESS CTY GIS DEPT (330):					18.75		
JOHN DEERE FINANCIAL (119690)							
011520	1	Invoice	CLOTHING	01/15/2020	650.93		01.41.579.02
011520	2	Invoice	EQUIPMENT	01/15/2020	128.50		17.52.514.00
Total JOHN DEERE FINANCIAL (119690):					779.43		
JULIE, INC. (788)							
2020-0647	1	Invoice	JULIE LOCATES	01/08/2020	934.60		01.41.549.00
Total JULIE, INC. (788):					934.60		
KIELER SERVICE CENTER HYDRAULICS (120775)							
449562	1	Invoice	07 STERLING DUMP	01/16/2020	208.15		01.41.613.05
Total KIELER SERVICE CENTER HYDRAULICS (120775):					208.15		
LAWSON PRODUCTS, INC. (627)							
9307304959	1	Invoice	MISC.	01/14/2020	206.60		17.52.511.04
Total LAWSON PRODUCTS, INC. (627):					206.60		
LEXISNEXIS RISK SOLUTIONS (376)							
1343164-201	1	Invoice	INVESTIGATION PROGR	12/31/2019	41.00		01.21.652.03
Total LEXISNEXIS RISK SOLUTIONS (376):					41.00		
LOCKSMITH EXPRESS (105)							
135111	1	Invoice	EXTRA KEYS	01/07/2020	13.70		01.13.654.00
Total LOCKSMITH EXPRESS (105):					13.70		
LW ALLEN, INC (490)							
101591	1	Invoice	ELECTRIC PUMP	12/31/2019	2,058.04		20.25.576.01
101596	1	Invoice	REPLACE PUMP	12/31/2019	16,894.00		52.43.850.15
Total LW ALLEN, INC (490):					18,952.04		
MENARDS (280)							
12414	1	Invoice	LIGHTING FOR GARAGE	01/10/2020	89.28		01.21.511.00
Total MENARDS (280):					89.28		
MIDWEST MEDICAL CENTER (119435)							
9384452	1	Invoice	DAVID FELDERMANN ME	11/05/2019	82.29		01.21.549.01
Total MIDWEST MEDICAL CENTER (119435):					82.29		
MOTOROLA SOLUTIONS - STARCOM (119812)							
4708220191	1	Invoice	MONTHLY RATE FOR STA	01/01/2020	10.00		01.21.549.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total MOTOROLA SOLUTIONS - STARCOM (119812):					10.00		
NICOR (151)							
011520	1	Invoice	POOL-GAS	01/15/2020	378.50		59.55.571.02
Total NICOR (151):					378.50		
NICOR (F) (118924)							
011520	1	Invoice	TURNER HALL-GAS	01/15/2020	721.87		58.54.571.05
Total NICOR (F) (118924):					721.87		
NORTHWEST IL CIRT (120629)							
12012019	1	Invoice	CIRTDUES FOR 2019	12/01/2019	500.00		01.21.549.00
Total NORTHWEST IL CIRT (120629):					500.00		
QUILL CORP. (686)							
3962298	1	Invoice	INK FOR PRINTER	01/13/2020	216.99		01.45.830.00
4083514	1	Invoice	OFFICE SUPPLES/POLIC	01/16/2020	87.97		01.21.651.00
Total QUILL CORP. (686):					304.96		
R & D COMPUTER SYSTEMS, LLC (120232)							
3054	1	Invoice	LASERFICHE SUPPORT	01/06/2020	784.00		01.13.512.04
Total R & D COMPUTER SYSTEMS, LLC (120232):					784.00		
SANDRY FIRE SUPPLY, L.L.C. (118920)							
008870	1	Invoice	GLOVES	01/10/2020	486.49		22.22.840.00
Total SANDRY FIRE SUPPLY, L.L.C. (118920):					486.49		
SIRCHIE FINGER PRINT LABS (659)							
0429193	1	Invoice	EVIDENCE SUPPLIES	01/03/2020	81.40		01.21.652.03
Total SIRCHIE FINGER PRINT LABS (659):					81.40		
STEPHENSON SERVICE CO. (119230)							
123119	1	Invoice	FUEL	12/31/2019	463.75		20.25.655.00
Total STEPHENSON SERVICE CO. (119230):					463.75		
SUPERIOR WELDING SUPPLY (181)							
L4625340	1	Invoice	WELDING SUPPLIES	01/01/2020	45.00		01.41.652.02
Total SUPERIOR WELDING SUPPLY (181):					45.00		
TECHNOLOGY MANAGEMENT REV FUND (120601)							
T2016968	1	Invoice	MONTHLY CHARGE FOR	01/13/2020	265.62		01.21.542.00
Total TECHNOLOGY MANAGEMENT REV FUND (120601):					265.62		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
TOP NOTCH PLUMBING, HEATING (625)							
25127	1	Invoice	RESTROOM REPAIR	01/08/2020	654.06		01.13.511.01
Total TOP NOTCH PLUMBING, HEATING (625):					654.06		
TREASURER, STATE OF ILLINOIS (119672)							
012320	1	Invoice	SEX OFFENDER REGIST	01/23/2020	5.00		01.21.549.00
Total TREASURER, STATE OF ILLINOIS (119672):					5.00		
TRI-STATE PORTA POTTY, INC. (908)							
8195	1	Invoice	PORTA POTTY RENTAL	01/16/2020	495.00		17.52.579.01
Total TRI-STATE PORTA POTTY, INC. (908):					495.00		
US WATER (120719)							
SI00672	1	Invoice	WATER CONTRACT	01/01/2020	28,956.74		51.42.515.00
SI00672	2	Invoice	SEWER CONTRACT	01/01/2020	28,956.74		52.43.515.01
Total US WATER (120719):					57,913.48		
VERIZON WIRELESS (316)							
011520	1	Invoice	VERIZON JET PACK FOR	01/15/2020	38.01		01.21.652.03
9845376966	1	Invoice	FIRE DEPARTMENT/VERI	01/15/2020	76.02		22.22.652.00
Total VERIZON WIRELESS (316):					114.03		
VETERINARY ASSOCIATES SC (120691)							
121446	1	Invoice	HEARTGARD/HEKTOR	01/16/2020	58.12		01.21.814.06
Total VETERINARY ASSOCIATES SC (120691):					58.12		
WAL-MART COMMUNITY (CC) (1258)							
011520	1	Invoice	OFFICE SUPPLIES	01/15/2020	37.26		01.13.651.02
011520	2	Invoice	BOOSTER SEAT/CAR SE	01/15/2020	62.66		01.21.549.00
011520	3	Invoice	INVESTIGATION MATERI	01/15/2020	16.21		01.21.652.03
011520	4	Invoice	HOLIDAY GIVING PROGR	01/15/2020	2,496.77		01.21.919.01
011520	5	Invoice	SUPPLIES	01/15/2020	200.69		01.41.652.00
011520	6	Invoice	VEHICLE MAINTENANCE	01/15/2020	46.81		20.25.513.00
011520	7	Invoice	FRAMES	01/15/2020	8.00		58.54.654.01
Total WAL-MART COMMUNITY (CC) (1258):					2,868.40		
WHITE CONSTRUCTION CO., INC. (119359)							
012720	1	Invoice	TURNER HALL JANITORI	01/27/2020	350.00		58.54.536.00
Total WHITE CONSTRUCTION CO., INC. (119359):					350.00		
WHKS & CO. (119367)							
40555	1	Invoice	ENGINEERING	01/15/2020	252.58		15.41.850.00
Total WHKS & CO. (119367):					252.58		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
WORKSHOP, THE (120647)							
46802	1	Invoice	SR. VAN TRANSP.	12/31/2019	833.00		01.13.542.00
Total WORKSHOP, THE (120647):					833.00		
ZIER'S TEST LANE (119286)							
012220	1	Invoice	SAFETY INSPECTIONS	01/22/2020	85.50		01.41.652.05
Total ZIER'S TEST LANE (119286):					85.50		
Grand Totals:					154,933.47		

Report GL Period Summary

Vendor number hash: 4449569
 Vendor number hash - split: 7332433
 Total number of invoices: 63
 Total number of transactions: 103

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	154,933.47	154,933.47
Grand Totals:	154,933.47	154,933.47