



City of Galena, Illinois

AGENDA

REGULAR CITY COUNCIL MEETING

6:30 P.M., MONDAY, FEBRUARY 12, 2024

CITY HALL - 101 GREEN STREET

The public may also view the meeting live (no public comment) on the City of Galena YouTube channel at:

<https://www.youtube.com/@cityofgalena1826>

ITEM	DESCRIPTION
24C-0039.	Call to Order by Presiding Officer
24C-0040.	Roll Call
24C-0041.	Establishment of Quorum
24C-0042.	Pledge of Allegiance
24C-0043.	Reports of Standing Committees
24C-0044.	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 CA24-3

ITEM	DESCRIPTION	PAGE
24C-0045.	Approval of the Minutes of the Regular City Council Meeting of January 22, 2024	4-7
24C-0046.	Approval of a Resolution on the Review and Possible Release of Executive Session Minutes	8-15

ITEM	DESCRIPTION	PAGE
24C-0047.	Approval of a Request by the Galena High School Future Business Leaders of America Club for a Flea Market Permit for a Craft Fair at the Galena Middle School on February 24, 2024 from 9:00 a.m. to 3:00 p.m.	16-17
24C-0048.	Approval of a Request by the Galena Public Library for a Festival Permit for Third Annual Pride Picnic in Grant Park, June 8, 2024 from Noon to 5:00 p.m.	18-24
24C-0049.	Approval of a Request by the Jo Daviess County Democratic Central Committee for a Festival Permit for a Democracy Day Event at the Grant Park Pavilion, July 13, 2024 from 11 a.m. to 6:00 p.m.	25-28
24C-0050.	Approval of a Request by Galena Country Tourism for the #Amazing for All Bridge Flag Installation on the Kohlsaas Pedestrian Bridge, June 1-30, 2024	29
24C-0051.	Approval of a Request by Galena Country Tourism for a Street Dance Permit for the Live @ The Plaza Event Series at the Green Street Plaza, May-August, 2024 from 5:00 p.m. to 8:00 p.m.	30-33
24C-0052.	Approval of Illinois EPA Public Water Supply Loan #17-6109 Lead Service Line Replacement Project Request #3 in the Amount of \$145,165.83, Including Origin Design and CFPS, Inc. Invoices and Pay Application #3 from Five Star Energy Services	34-40

UNFINISHED BUSINESS

None.



NEW BUSINESS

ITEM	DESCRIPTION	PAGE
24C-0053.	Discussion and Possible Action on an Agreement with Straka Johnson Architects for the 403 S. Main Street Public Restroom Project	41-44
24C-0054.	Discussion and Possible Action on an Agreement for Auditing Services	45-46
24C-0055.	Warrants	47-55
24C-0056.	Alderspersons' Comments	
24C-0057.	City Administrator's Report	
24C-0058.	Mayor's Report	
24C-0059.	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) (11) – Pending, probable or imminent litigation 	

	<ul style="list-style-type: none"> Section 2 (c) (21) Review of Executive Session Minutes 	
24C-0059.	Adjournment	

CALENDAR INFORMATION

BOARD/COMMITTEE	DATE	TIME	LOCATION
Historic Preservation Commission	Thursday, February 1	6:30 P.M.	City Hall, 101 Green Street
Zoning Board of Appeals	Wednesday, February 14	6:30 P.M.	City Hall, 101 Green Street
City Council	Monday, February 26	6:30 P.M.	City Hall, 101 Green Street

PUBLIC Wi-Fi		
Public Wi-Fi is available in the city council chambers at City Hall. You may access Wi-Fi for free as follows:		
	Network = CityOfGalena_Guest Password = guestwifi!	

DISCLAIMER REGARDING LIVESTREAMING
<p>Livestreaming of Galena City Council meetings is provided as a supplemental service and is not required by the Illinois Open Meetings Act. Please note that if there are technical issues with the livestream, the meeting will continue without interruption. Technical issues could cause the livestream to not be available for live viewing or replay on the City of Galena YouTube channel. Members of the public are welcome to physically attend meetings of the Galena City Council and may speak publicly during the Citizens Comments section of the meeting.</p>

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 22 JANUARY 2024

24C-0020 – CALL TO ORDER

Mayor Renner called the regular meeting to order at 6:30 p.m. in the Board Chambers at 101 Green Street on 22 January 2024.

24C-0021 – ROLL CALL

Upon roll call, the following members were present: Bernstein, Johnson, Kieffer, Tegtmeyer, Westemeier, Wiene, Renner.

24C-0022 – ESTABLISHMENT OF QUORUM

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

24C-0023 – PLEDGE OF ALLEGIANCE

The Pledge was recited.

24C-0024 - REPORTS OF STANDING COMMITTEES

No reports.

24C-0025 – CITIZENS COMMENTS

Jared Ozga, 28 Oak Glen Drive – Ozga introduced himself. He is a professional tour guide in Colorado and is a newly hired historian for American Cruise Lines River Cruises. Ozga has a history of visiting Galena and would like to bring tourism to the river. Ozga would like to start a conversation with members of the City Council to discuss the creation of a Galena River tour experience that helps fund ecological improvement projects for the water shed.

CONSENT AGENDA CA24-02

24C-0026 – APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF JANUARY 8, 2024

24C-0027 – ACCEPTANCE OF DECEMBER 2023 FINANCIAL REPORT

24C-0028 – APPROVAL OF AGREEMENT FOR GENERAL PUBLIC TRANSPORTATION BETWEEN THE CITY OF GALENA AND JO DAVIESS COUNTY TRANSIT

Motion: Wiene moved, seconded by Bernstein, to approve Consent Agenda CA24-02.

Discussion: Tegtmeyer is excited to see electric shuttles as part of the JoDavie County Transit shuttle service. While the EV buses may not be ready for the start of 2024 season, they will be deployed when they are received.

Roll Call: AYES: Johnson, Kieffer, Tegtmeyer, Westemeier, Wiene, Bernstein, Renner
NAYS: None

The motion carried.

NEW BUSINESS

24C-0029 – PRESENTATION BY O'CONNOR BROOKS & CO. OF THE ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR ENDING APRIL 30, 2023

Scott Roberts, O'Connor Brooks & Co. gave a presentation on the Annual Financial Report for the Fiscal Year ending April 30, 2023.

24C-0030 – GALENA COUNTRY TOURISM QUARTERLY REPORT

Terry Mattson, Chief Executive Officer, Galena Country Tourism - Mattson introduced himself and updated the council on current and upcoming marketing campaigns.

24C-0031 – DISCUSSION AND POSSIBLE ACTION ON AN INTERGOVERNMENTAL AGREEMENT FOR GENERAL PUBLIC TRANSPORTATION WITH JO DAVIESS COUNTY TRANSIT (2024 DOWNTOWN SHUTTLES)

Motion: Bernstein moved, seconded by Johnson, to approve an intergovernmental agreement for general public transportation with Jo Daviess County Transit for 2024 Downtown Shuttles, 24C-0031.

Discussion: Bernstein stated she is happy to see this is continuing to be successful and expanding every year. It is great for the city and the tourists, and she is happy to see they are getting electric vehicles.

Renner noted they hauled 1,000 tourists from the hotels. It is a great service, and he is happy to work with them.

Roll Call: AYES: Kieffer, Tegtmeyer, Westemeier, Wiene, Bernstein, Johnson, Renner
 NAYS: None

The motion carried.

24C-0032 – DISCUSSION AND POSSIBLE ACTION ON THE PURCHASE OF A NEW TRUCK FOR THE PUBLIC WORKS DEPARTMENT

Table 1. New 2024 Truck and Chassis

Dealership	Business Location	Year	Make	Cost
Runde Auto Group	East Dubuque, IL	2024	Dodge	\$58,225
Runde Auto Group	East Dubuque, IL	2024	Chevy	\$60,310
Runde Auto Group	East Dubuque, IL	2024	Ford	\$60,425
Pioneer Ford	Platteville, WI	2024	Ford	\$62,765
Galena Chrysler	Galena, IL	2024	Dodge	\$65,839

Table 2. Equipment Costs for New Truck

Company	Business Location	Cost
Monroe Truck Equipment	Monroe, WI	\$20,475
Grant County Truck	Cuba City, WI	\$28,646

Motion: Wiene moved, seconded by Kieffer, to approve the purchase of a new 2024 Dodge truck from Runde Auto Group for \$58,225 along with equipment package and build-up from Monroe Truck and Equipment in the amount of \$20,475 for a total cost of \$78,700, 24C-0032.

Discussion: Tegtmeyer appreciated the multiple bids and going with the lowest bid.

Roll Call: AYES: Tegtmeyer, Westemeier, Wiene, Bernstein, Johnson, Kieffer, Renner

NAYS: None

The motion carried.

24C-0033– DISCUSSION AND POSSIBLE ACTION ON SWIMMING POOL WAGES, RATES, AND SCHEDULE FOR 2024

Motion: Tegtmeier moved, seconded by Johnson, to approve the swimming pool wages, rates and schedule for 2024.

Discussion: Tegtmeier commended Hillary and team for lining up the lifeguards for this season. She advised that she would like to look into the possibility of extending the season.

Renner stated the pool is the only thing the city can offer the citizens. He commended staff on doing an excellent job.

Roll Call: AYES: Westemeier, Wiene, Bernstein, Johnson, Kieffer, Tegtmeier, Renner
NAYS: None

The motion carried.

24C-0034 – WARRANTS

Motion: Kieffer moved, seconded by Johnson, to approve the Warrants as presented, 24C-0034.

Discussion: None.

Roll Call: AYES: Wiene, Bernstein, Johnson, Kieffer, Tegtmeier, Westemeier, Renner
NAYS: None

The motion carried.

24C-0035 – ALDERPERSONS’ COMMENTS

Thank you – Johnson thanked the street workers for keeping the streets clear of snow and thanked the EMS workers for their work.

Audit – Tegtmeier thanked O’Connor Brooks for their report. She questioned how they pose questions since the audit is so far away from the end of Fiscal Year 2023. Moran recommended forwarding any questions to either he or Jennifer Schmidt.

Website – Tegtmeier stated she is looking forward to the completion of the new website and Facebook page. She feels it will help streamline communication.

24C-0036 – CITY ADMINISTRATOR’S REPORT

Website – Moran reported the website is just weeks away from being released.

403 S. Main – Moran advised a proposal for architectural services from Straka Johnson will be added to the next agenda.

24C-0037 – MAYOR’S REPORT

Mayor Renner thanked the Public Works Department for an excellent job with the snow as well as the Fire Department and ambulance service for their work.

24C-0038 – ADJOURNMENT

Motion: Wiene moved, seconded by Johnson, to adjourn.

Discussion: None.

Roll Call: AYES: Bernstein, Johnson, Kieffer, Tegtmeyer, Westemeier, Wiene, Renner
NAYS: None

The motion carried.

The meeting was adjourned at 7:02 p.m.

Respectfully submitted,



Mary Beth Hyde
City Clerk

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mary Beth Hyde, City Clerk

DATE: February 12, 2024

RE: Review of Executive Session Minutes

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

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

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

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

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

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

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

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

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

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

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

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

Passed and approved this 12th day of February 2024 by the Galena City Council.

AYES:

NAYS:

ABSENT:

Terry Renner, Mayor

ATTEST:

Mary Beth Hyde, City Clerk

2018	2019	2020	2021	2022	2023	2024
22-Jan-18	8-Apr-19	13-Jan-20	11-Jan-21	14-Mar-22	9-Jan-23	8-Jan-24
12-Feb-18	8-Jul-19	27-Jan-20	8-Feb-21	28-Mar-22	23-Jan-23	
26-Feb-18	23-Dec-19	9-Mar-20	22-Feb-21	11-Apr-22	10-Apr-23	
9-Apr-18		23-Mar-20	22-Mar-21	25-Apr-22	8-May-23	
16-Apr-18		11-May-20	5-Apr-21	9-May-22	22-May-23	
14-May-18		26-May-20	12-Apr-21	23-May-22	11-Sep-23	
29-May-18		22-Jun-20	26-Apr-21	13-Jun-22	13-Nov-23	
11-Jun-18		13-Jul-20	10-May-21	27-Jun-22		
10-Sep-18		27-Jul-20	14-Jun-21	11-Jul-22		
10-Dec-18		24-Aug-20	26-Jul-21	26-Sep-22		
		14-Sep-20	23-Aug-21	11-Oct-22		
		28-Sep-20	12-Oct-21	24-Oct-22		
		13-Oct-20				
		26-Oct-20				
		9-Nov-20				
		23-Nov-20				
		28-Dec-20				

Schedule A

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

All per attached list labeled
Executive Session Minutes
02.12.24

Schedule B

Minutes which the City Council have determined can be released:

None

Schedule C

Recordings which the City Council have determined can be destroyed:

March 14, 2022

March 28, 2022

April 11, 2022

April 25, 2022

May 9, 2022

May 23, 2022

June 13, 2022

June 27, 2022

July 11, 2022

CITY OF GALENA, ILLINOIS

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



Flea Market, Fair, or Festival

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

Licensing Requirements

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

Event Name: Galena High School FBLA Club Craft & Vendor Fair

Event Location: GEMS Commons, 1230 Franklin St, Galena, IL

Name of organization sponsoring event: Future Business Leaders of America Club

Event Coordinator: Lester Leavitt

Address of Organization: 1206 Franklin St, Galena IL 61036

Not for Profit # (copy must be attached): _____

IL Sales Tax # (copy must be attached): E99901318

Articles to be sold: Crafts, handmade goods

of Vendors: up to 15 vendors # of Lunch Stands: 2 food trucks

Date of Event: Feb. 24, 2024 (Saturday)

Time event begins: 9:00 AM Time event ends: 3:00 PM

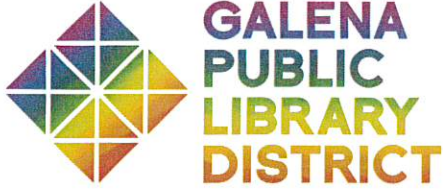
A copy of the City of Galena Ordinance (Section 110.36) regulating Flea Markets, Fairs and Festivals can be obtained at City Hall or by visiting our website at www.cityofgalena.org. Please take a moment to read and familiarize yourself with these regulations. Non-compliance with any of the provisions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

Lester Leavitt 1/26/2024
Applicant's Signature Date

City of Galena Use Only

Mayor's Signature or Designee Date

Police Chief's Signature or Designee Date



To: Honorable Mayor Renner and the City Council

From: Jenna Diedrich, Larissa Distler, and Rachel Lenstra, Galena Public Library District

Date:

Re: Galena Pride Picnic 2024

The Galena Public Library proposes to host the third annual Galena Pride Picnic in Grant Park on Saturday, June 8, 2024 from 12 pm to 5 pm. Representation from the Galena Public Library will oversee all aspects of the event including, but not limited to, set-up, vendors, volunteers, security and first aid, event insurance, games, entertainers/performers, animals, arts and crafts, take-down, and clean-up.

The Galena Pride Picnic and the Galena Public Library are committed to providing a safe, engaging, family friendly environment that celebrates respect, inclusion, and equality for all taxpayers, community members, and beyond. Building on three successful years as well as the work the City of Galena and GGMI have done to support historically marginalized groups including LGBTQIA+ people, the 2024 Galena Pride Picnic will continue to build alliances within Galena and surrounding areas, as well as advocate collaboration from all who value equity and diversity.

Should the council have any questions regarding the Galena Pride Picnic, representatives from the library will be present at the council meeting in which this proposal is presented for consideration.

Handwritten signature of Jenna Diedrich in black ink.

Jenna Diedrich
Library Director

Handwritten signature of Larissa Distler in black ink.

Larissa Distler
Adult Services Librarian

Handwritten signature of Rachel Lenstra in black ink.

Rachel Lenstra
Youth Services Librarian

CITY OF GALENA, ILLINOIS

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



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 - g. Fourth of July Celebration
 - h. Relay for Life
 - i. Other events not to exceed a total of ten per calendar year, including (a) through (g) above.
3. Said Organization shall make application for said flea market or festival at least 30 days in advance of the event. Event license fees must be paid at the time of the application. The application shall include the name of the event coordinator who can be contacted with any questions or problems. Said organization shall be responsible for obtaining all necessary license application paper for all individual vendors at said event within sufficient time to allow the required ten days application period for the vendor. If a majority of vendor license applications are not received in the office of the City Clerk at least ten days previous to the event, said event license shall be revoked, and said event shall not occur. Said revocation shall be subject to hearing as per Code of Ordinance.
4. Event licensing fees shall be **\$50 per day** of said event.
5. License must be conspicuously posted. The approved license for the event must be posted in a conspicuous place at or near the main entrance to the event. Said license shall be in plain view at all time the event is taking place. All vendor permits must be displayed in plain view at each individual vendor's area.

CITY OF GALENA, ILLINOIS

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



Park Facilities Rental Agreement

Thank you for reserving a City of Galena park facility. The City of Galena requires a permit for reserving and securing exclusive use of facilities, such as pavilions and gazebos, located in City parks. By applying for, paying for, and receiving a permit to reserve a park facility, the user agrees to the following terms and conditions:

1. Rental Rate: All rates are based on single-day usage during regular park hours. Early set-up, prior to your scheduled function date requires payment of an additional day rental fee. Access is limited to the day(s) of your paid reservation only. Special large events in the parks require approval by the City Council and may incur special use fees in addition to the fees posted below.

<u>Recreation Park</u>	<u>Rental Fee</u>
Grey Eagle Pavilion	\$25.00
Itasca Pavilion	\$25.00
Blackhawk Pavilion	\$25.00
Ben Campbell Pavilion	\$25.00
Northern Light Pavilion	\$25.00
Golden Era Pavilion	\$25.00
Nominee (Clingman) Pavilion	\$25.00

<u>Grant Park</u>	<u>Rental Fee</u>
Grant Park Pavilion	\$25.00
Grant Park Gazebo	\$100.00
Grant Park Fountain	\$25.00
Grant Park Pergola	\$25.00
Grant Park Grass	\$25.00

<u>Depot Park</u>	<u>Rental Fee</u>
Overflow Grass Parking Area	\$25.00

Use of Event Tents: The placement of a tent requiring anchoring in the ground in any of the parks requires a \$250 rental fee and a \$250 damage deposit. The damage deposit will be returned within 30 days after the event once a determination is made that no damage has occurred to City facilities. In the event of excessive damage additional fees may be assessed to bring the facilities to pre-use conditions. These fees will be charged based upon the actual costs. Tents may be setup not more than 24 hours in advance of the rental date if the facility is not reserved by another party. Utility locates must be ordered by the City and performed prior the installation of tents requiring in-ground anchors. The facility user must notify the City not less than 10 days prior to the date of the event if in-ground anchors will be utilized.

2. Payment: The City of Galena requires payment of the full rental fee in order to confirm your reservation. The full rental amount is due not less than thirty (30) calendar days prior to your

Verify that all of your Illinois Sales Tax Exemption Certificate information is correct

- ✓ If not, contact us immediately.
- ✓ Do not discard - your Illinois Sales Tax Exemption Certificate is an important tax document that authorizes you to purchase tangible personal property for use or consumption tax-free.

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OFFICIAL DOCUMENT State of Illinois Department of Revenue OFFICIAL DOCUMENT

Illinois Sales Tax Exemption Certificate

GALENA PUBLIC LIBRARY DISTRICT

601 S BENCH ST
GALENA IL 61036-2322

Sales Tax Exemption Certificate

Issue date:	Sales Tax Exemption	E99712865
02/10/2020		
Expiration date:	Organization type	Governmental
03/01/2025		

This entity is authorized under the Retailers' Excise Tax Act to purchase tangible personal property for use or consumption tax-free.

ILLINOIS DEPARTMENT OF REVENUE
[Signature]
Director

OFFICIAL DOCUMENT - DO NOT DESTROY



Department of the Treasury
Internal Revenue Service
KANSAS CITY, MO 64999

DATE OF THIS NOTICE: 01-30-89
EMPLOYER IDENTIFICATION NUMBER: 36-3622329
89864755 B G

CP 575

For assistance you may
call us at:

435-1848 LOCAL CHICAGO
800-424-1848 OTHER IL

COPY

or you may write to us at the
address shown to the left. If you
write, be sure to attach the bottom
part of this notice.

GALENA PUBLIC LIBRARY DISTRICT
681 S BENCH ST
GALENA IL 61036

Notice of New Employer Identification Number Assigned

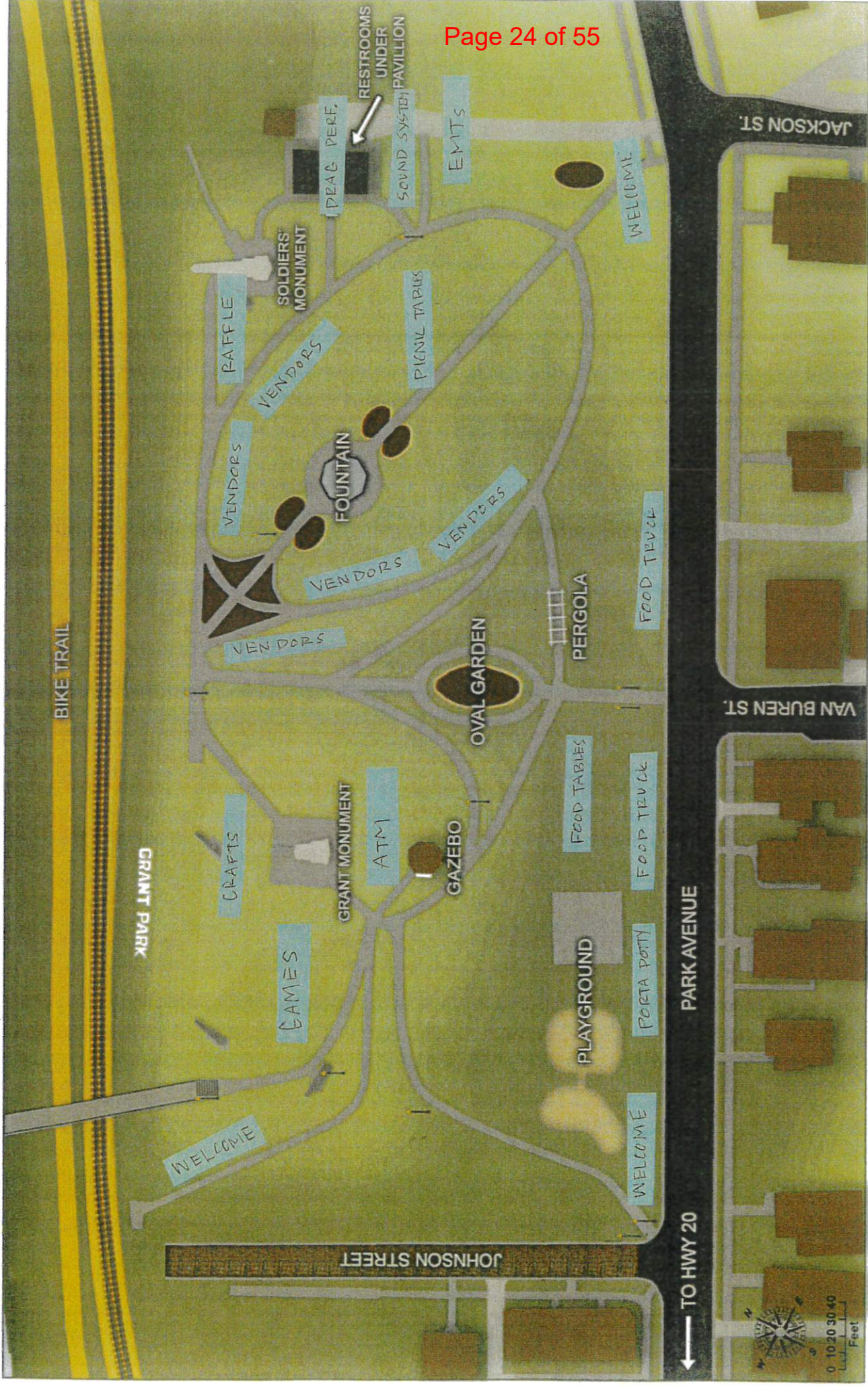
Thank you for your Form SS-4, Application for Employer Identification Number (EIN). The number assigned to you is shown above. This number will be used to identify your business account and related tax returns and documents, even if you do not have employees.

Please keep a copy of this number in your permanent records. Use this number and your name, exactly as shown above, on all Federal tax forms that require this information, and refer to the number on all tax payments and tax related correspondence or documents. Incomplete information or any variation used when filing tax returns, making FTD payments or subsequent payments may result in improper or delayed posting of payments to your account and/or the assignment of more than one EIN.

If your business is a partnership which must obtain prior approval for its tax year, the tax year you entered in Block of your Form SS-4 does not establish a tax year. For guidance in determining if you must request prior approval and method of doing so, see IRS Publication 538, Accounting Periods and Methods, available at most IRS offices.

Please note that the assignment of this number does not grant tax-exempt status to nonprofit organizations. Any organization (other than a private foundation) having annual gross receipts normally of not more than \$5,000 is exempt by statute if it meets the requirements of section 501(c)(3) of the Internal Revenue Code. These organizations are not required to file Form 1023 (Application for Recognition of Exemption) or file Form 990 (Return of Organization Exempt from Income Tax). However, if the organization wants to establish its exemption with the Internal Revenue Service and receive a ruling or determination letter recognizing its exempt status, it should file Form 1023 with the Key District Director. For details on how to apply for this exemption, see IRS Publication 557, Tax-Exempt Status for Your Organization, available at most IRS offices.

Thank you for your cooperation.



GRANT PARK

625 PARK AVENUE



www.jdcdemocrats.org

February 5, 2024

Mr. Mark Moran

City of Galena

101 Green St.

Galena, IL 61036

Mr. Moran and the City Council of Galena,

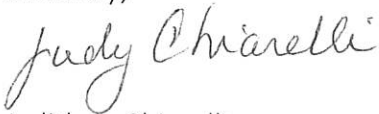
The Jo Daviess County Democrats submitted a reservation to use Grant Park on July 13, 2024, to host "Democracy Day", a day long gathering for people to come together to celebrate democracy. Details regarding the event are as follows:

1. We anticipate the music will be staged from the Pavilion area, food truck(s) will be parked to the right of the Pavilion, and attendee chairs and picnic locations will cover most of the area in front of the Pavilion down to the Gazebo area.
2. There will be a voter registration booth staffed by deputy registrars.
3. We are planning to start at 11am and end at 6pm.
4. Live music will be played from 2-5pm. We have tentatively lined up the Rische Family Band with Lillie Mae from Nashville for our live music and if they cannot make it, we have other musicians lined up as substitutes.
5. The music will be acoustic and amplified by Scott Rische and Lenny Hosey.
6. We will not sell alcoholic beverages but if we find a vendor who has a wine/beer license and their own insurance, we will explore the option of having that vendor at the event.

6. We will only be selling Democratic Party themed items, such as t-shirts, pins, and mugs.
7. This is not a fundraiser per se, but a few dollars may be generated by #6.
8. There will be no charge for admission/participation, the event is free.
9. We have reserved Pulido's food truck for the event and Birds Chicken will determine if their current reservation at another event stands. If not they will reserve with us. We hope to have both food trucks at the event.

We understand City Council approval is required for this activity and are submitting this letter to request approval for our event. We can be reached at jdcdemocrats@gmail.com or P.O. Box 95, Galena, IL 61036, with your response. We appreciate your time and effort considering our request.

Sincerely,



Judith A. Chiarelli

Chair, Jo Daviess County Democrats

CITY OF GALENA, ILLINOIS

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



Flea Market, Fair, or Festival

Flea Market: A vendor or group of vendors, each being charged a display fee, collected in a single location for a period of not more than 48 consecutive hours.

Fair: A gathering for competition, or exhibition of various products, often with amusement and educational displays.

Festival: A collection games, activities, sales booths, etc.

Licensing Requirements

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

Event Name: Democracy Day

Event Location: Grant Park, Galena, IL 61036

Name of organization sponsoring event: Jo Daviess County Democrats

Event Coordinator: Judy Chiarelli

Address of Organization: P.O. Box 95, Galena, IL / jdcdemocrats@

Not for Profit # (copy must be attached): political organization gmail.com

IL Sales Tax # (copy must be attached): _____

Articles to be sold: Democrat themed items — t-shirts, mugs,
pins, etc..

of Vendors: 1 # of Lunch Stands: 1-2 food trucks

Date of Event: July 13, 2024

Time event begins: 11am Time event ends: 6pm

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

Judy Chiarelli 2/5/24
Applicant's Signature Date

City of Galena Use Only

Mayor's Signature or Designee Date

Police Chief's Signature or Designee Date



Honorable Mayor Renner,

I am writing to propose a series of initiatives for consideration at the upcoming City Council meeting on Monday, February 12, 2024. I respectfully request the inclusion of these items on the agenda. Galena Country Tourism (GCT) seeks approval for a collection of activities and events planned for 2024, particularly from May through August. Below is an outline of each proposed event, complemented by a brief summary. If these items are accepted for the upcoming agenda, I am prepared to participate in the public comment segment and to address any questions the Council may have.

Amazing for All Activation:

- **#AmazingForAll Bridge** – A vibrant, temporary campaign installation on the Pedestrian Bridge, scheduled for June 1–30.
- Galena Country Tourism will organize all efforts to secure products, erect and remove installations, and monitor the install for its duration. Galena Country Tourism will cover all fees and will align its marketing efforts with the Illinois Office of Tourism's recommendations.

Destination Experiences:

- **Live @ the Plaza** – Evolving from the previous Thursday Night Live, this series of engaging evenings that will take place at Green Street plaza, is scheduled for:
- May 30th, June 13th, June 27th, July 11th, July 25th, August 8th, and August 22nd from 5-8 p.m.
- This revamped series will feature local musicians, culinary offerings, and beverages, with no admission fee for the public.
- The event themes will align with relevant dates, holidays, and cultural themes, ensuring each evening offers a unique and meaningful experience to the Galena Country community and visitors alike.

Galena Country Tourism (GCT) is dedicated to the comprehensive planning and execution of these events, including obtaining necessary permits, arranging security services, and managing all associated setup costs. We will oversee the installation, maintenance, and dismantling of campaign materials, maintaining transparency in all associated expenses. In tandem, a robust digital promotion campaign will be deployed for each event to attract visitors and highlight our area's charm and vibrancy.

We appreciate your consideration for our inclusion on the agenda. Please refer to the attached summary for more details, and I am available to clarify any queries you or the Council members might have.

Tom Rynott

Communications Director
Galena Country Tourism

CITY OF GALENA, ILLINOIS

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



Street Dance/Street Closure Permit

Street Dance: An event organized and sponsored by a nonprofit organization in which persons gather in a designated area of a street to listen to and dance to live or recorded music, provided that said gathering does not fall under licensing requirements found elsewhere in Chapter 110 of the Galena Code of Ordinances. Licensed lunch stands may be located within the area designated for a street dance and may provide food and/or liquid refreshment to be consumed in the area designated for the street dance. A street dance license shall be restricted to events conducted on Commerce Street between Perry Street and Hill Street and on Hill Street between Commerce Street and Main Street. In no event shall a street dance extend past 10:30 p.m.

Other Event Requiring Street Closure: In addition to street dances, all other events requiring the closure of a public street shall comply with the licensing requirements found in Chapter 110 of the Galena Code of Ordinances. Street closure licenses shall be restricted to events conducted on Commerce Street between Perry Street and Hill Street and on Hill Street between Commerce Street and Main Street. In no instance shall an event requiring street closure extend past 10:30 p.m.

Please Note:

1. A permit fee of fifty (50) dollars must be submitted with this application for a street dance or other event requiring street closure.
2. Application must be made in writing to the City Clerk at least 30 days prior to the event.

To be completed by not-for-profit organization sponsoring event:

Organization sponsoring event: Galena Country Tourism

Organization Address: 101 Bouthilier Street, Galena, IL 61036

Organization Phone #: 815 - 776 - 9200

Contact Person (name): Tom Rynott

Date of Birth: 03/03/1995 Driver's License #: R530 8309 5065

Address of person in charge: 1008 4th Street, Galena, IL 61036

Phone # of person in charge: 815 - 281 - 0086

Street(s) to be closed (please be specific): Green Street Plaza

Section of Green Street adjacent to Galena City Hall and Galena Post Office.

Green Street will be closed off between Commerce and Water Street.

Date of Event: 2024 Dates: 5/30, 6/13, 6/27, 7/11, 7/25, 8/8, 8/22

Approximate # of persons to attend: 100

Close street at: 5:00 PM Open street at: 8:00 PM

Event begins at: 5:00 PM Event ends at: 8:00 PM

Name of Performer(s): Various local musicians

Type of Entertainment: Live music performance

Will alcoholic beverages be served? Yes No

Number of security personnel to be present: NA

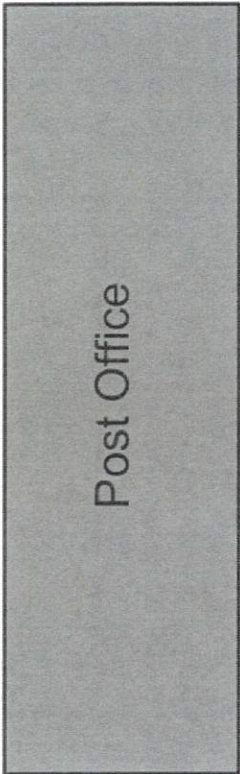
Please provide a sketch of the following (mandatory):

1. Street(s) requiring closure;
2. Location of all temporary fencing;
3. All entrances and exits;
4. Location of the Stage(s);
5. Location of Vendors;
6. Number and Location of Restrooms;
7. Location of Refuse Collection Bins;
8. Location of First Aid Station;
9. Location of All Supplemental Lighting;
10. Location of Security Personnel;

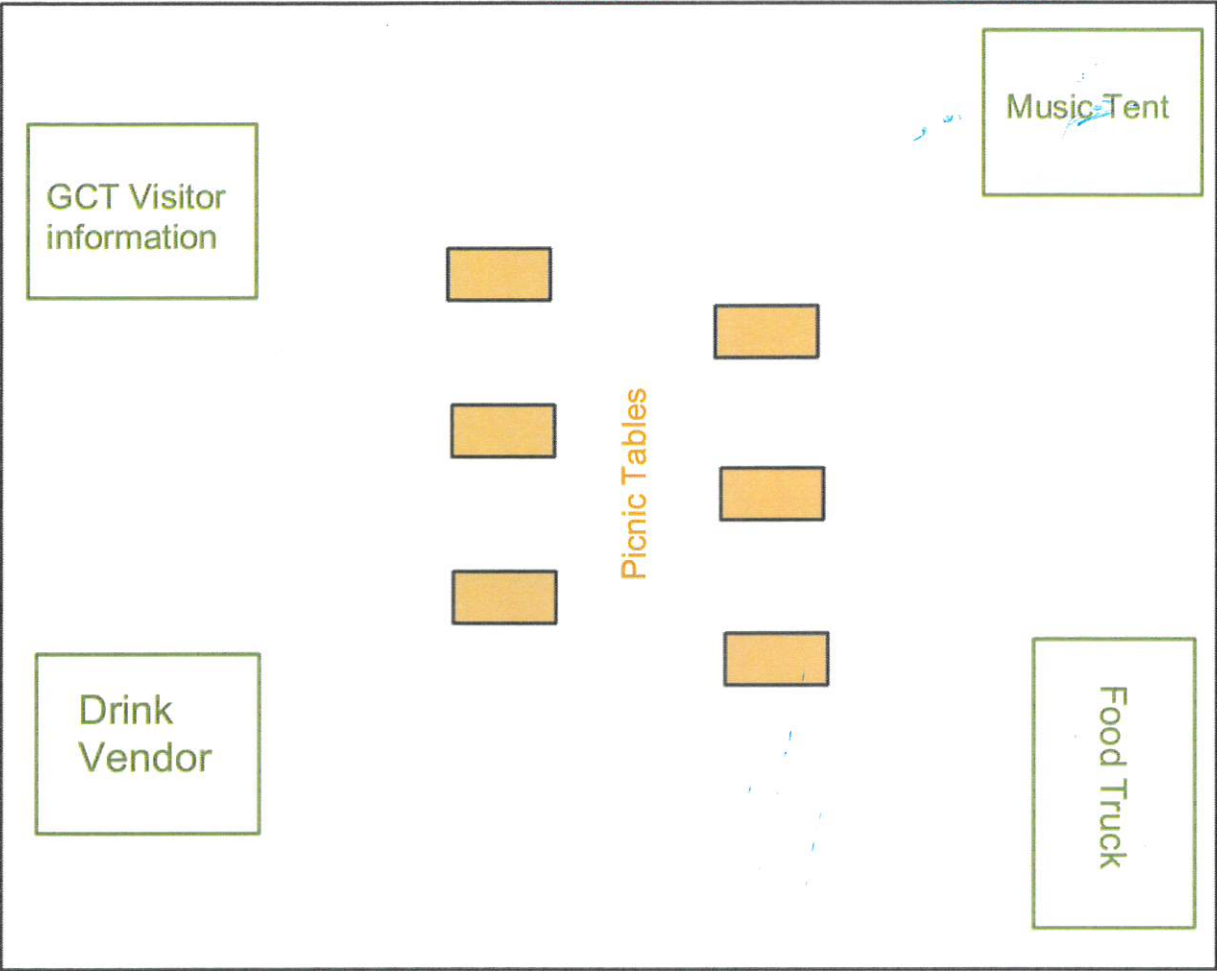
By signing this application, the sponsoring organization further agrees to indemnify and save harmless City of Galena, its officers, agents and employees from any and all claims, causes of actions and suits accruing or resulting from any damage, injury or loss to any person or persons, caused by, arising out of, or in any way connected with the privileges herein granted the applicant, vendors, performers and public at large.

 2/17/24
Applicant's Signature Date

Galena Country Tourism
Name of Sponsoring Organization



Sidewalk



Barricade

Commerce Street

Barricade

Barricade

Music Tent

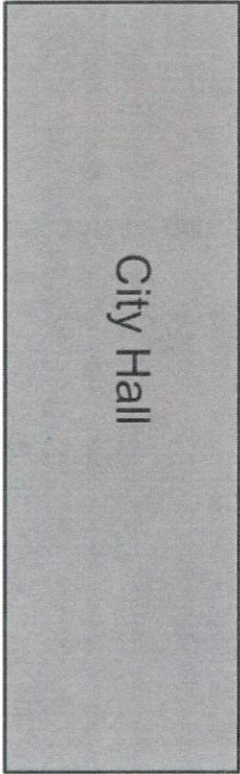
GCT Visitor information



Picnic Tables



Sidewalk



City Hall

Barricade

Barricade

Barricade

Water Street

Drink Vendor

Food Truck

City of Galena Use Only

Recommendation: Approve Deny Date for Council Action: _____

Conditions: _____

Attached is City of Galena Ordinance regulating Street Dances and Other Events Requiring Street Closure. Please take a moment to read and familiarize yourself with these regulations. Noncompliance with any of the provisions of this ordinance may result in the immediate revocation of your permit and subject you to the penalty provisions contained in Section 110.40.

Police Chief's Signature or Designee Date

City of Galena
Lead Service Line Replacement Project Loan 17-6109
Funding Status Summary – February 2024

The City of Galena is requesting IEPA (Illinois Environmental Protection Agency) Loan funds for the Lead Service Line Replacement Project.

IEPA Loan Funds are being requested for:

- Construction Administration & Field Services from Origin Designs
 - Invoice #80000 in the amount of \$14,898
 - Construction Services from Five Star
 - Pay Application #3 in the amount of \$125,267.83
 - Loan Administration Services from CFPS, Inc.
 - Invoice # 2 in the amount of \$5,000
-
- *IEPA will pay 100% of these invoices*

IEPA Loan Disbursement #3 Request = \$145,165.83

Also attached is a total project funds log worksheet that keeps track of the overall project budget. Once approved, it will take approximately 3-4 weeks before the City receives the loan funds. Once the City receives the loan funds they can cut checks. CFPS will communicate with the City once the state releases the funds.

Galena 6109

	Budget	Total	Eligible			Eligible	Loan Request #1		Loan Request #2		Loan Request #3	
							Total	Eligible	Total	Eligible	Total	Eligible
Design Eng				Design Engineering	Origin Design	\$ 42,300.00	\$42,300.00	\$42,300.00	\$0.00	\$0.00	\$0.00	\$0.00
Origin Design	\$42,300.00	\$42,300.00	\$42,300.00	Project Plan	CFPS, Inc	\$ 19,500.00	\$19,500.00	\$19,500.00	\$0.00	\$0.00	\$0.00	\$0.00
CFPS - Project Plan	\$19,500.00	\$19,500.00	\$19,500.00	Construction Engine	Origin Design	\$ 228,600.00	\$23,710.00	\$23,710.00	\$23,320.75	\$23,320.75	\$14,898.00	\$14,898.00
				Five Star	Construction	\$ 4,393,981.00	\$56,102.60	\$56,102.60	\$155,762.25	\$155,762.25	\$139,186.47	\$139,186.47
Const Eng				Other	CFPS, Inc	\$ 45,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
Origin Design	\$228,600.00	\$61,928.75	\$61,928.75	Five Star		\$ -	\$5,610.26	\$5,610.26	\$15,576.23	\$15,576.23	\$13,918.64	\$13,918.64
Other												
CFPS, Inc	\$45,000.00	\$15,000.00	\$15,000.00									
Construction							\$146,002.34	\$146,002.34	\$163,506.77	\$163,506.77	\$145,165.83	\$145,165.83
Five Star	\$4,393,981.00	\$351,051.32	\$351,051.32									
TOTAL COSTS TO DATE	\$4,622,581.00	\$489,780.07	\$489,780.07									
Minus Retainage		\$35,105.13	\$35,105.13									
		\$454,674.94	\$454,674.94									
Project Cap	\$2,755,000.00				Requests 1-3		\$454,674.94					
				CO #1	Five Star	\$ 6,000.00						



Illinois Environmental Protection Agency

1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276 • (217) 782-3397

Illinois Water Revolving Loan Fund Request for Loan Disbursement

Loan Recipient: City of Galena
Service Dates for this Request: From: 1/1/2024
To: 1/31/2024

Loan #: L17-6109
Request #: 3
Date: 2/7/2024

Complete this form for each request for disbursement from the State Water Revolving Fund pursuant to the executed loan agreement. Report **total cumulative costs** incurred to date and submit copies of all supporting invoices. Submit cost allocation if there are other funding sources.

Please complete, print, sign, scan, and email to EPA.LoanMgmt@illinois.gov

	Eligible Budget (per loan agreement +/- IEPA approved change orders)	Total Cumulative Costs Incurred to Date	Total Cumulative Eligible Costs Incurred to Date
Legal/Administrative	\$19,500.00	\$19,500.00	\$19,500.00
Design Engineering	\$42,300.00	\$42,300.00	\$42,300.00
Construction Engineering	\$228,600.00	\$61,928.75	\$61,928.75
Construction (before retainage) - List each contractor separately	\$4,393,981.00	\$351,051.32	\$351,051.32
Five Star	\$475,872.02	\$0.00	\$0.00
Other: <u>CFPS, Inc. Admin</u>	\$45,000.00	\$15,000.00	\$15,000.00
TOTAL COSTS TO DATE		\$489,780.07	\$489,780.07
Less Retainage - List each contractor separately			
Five Star		\$35,105.13	\$35,105.13
Less Paid with Other Funding Sources			
Less Total Interest Earned on Invested Funds			
Less Total Disbursements to Date			\$309,509.11
Less Rounding adjustment for bonds (if necessary)			
NET DISBURSEMENT REQUESTED			\$145,165.83

FOR AGENCY USE ONLY

Prepared by: _____
Approved by: _____

Date: _____
Date: _____

Please indicate compliance with the following by marking the checkbox:

<input checked="" type="checkbox"/>	This disbursement request constitutes a report in accordance with Section 4(b)(2) of the Illinois Grant Funds Recovery Act (30 ILCS 705/4(b)(2)) and is intended to describe the progress of the project and the expenditure of the loan funds related thereto.
<input checked="" type="checkbox"/>	The loan recipient is in compliance with all Standard and Special Conditions of the Loan Agreement and any subsequent Amendments executed for this loan project.
<input checked="" type="checkbox"/>	No refunds, rebates, or credits have been received by the loan recipient.
<input checked="" type="checkbox"/>	The loan recipient is in compliance with the wage rate requirements established in rules issued by the U.S. Department of Labor to implement the Davis-Bacon Wage Act and other related acts (29 CFR Parts 1, 3, and 5). Certified payroll records for the time period covered by the submitted invoices are being maintained and are available for review.
<input checked="" type="checkbox"/>	If this disbursement contains construction costs, the Illinois Works Apprenticeship Initiative Periodic Report is included with this request. Only applies to loans issued since May 8, 2020.
<input checked="" type="checkbox"/>	Engineering charges have been reviewed, and are reasonable, supported, and separated with documentation and in accordance with the approved engineering contract. The loan recipient acknowledges that no construction observation charges after the approved final completion date are eligible for loan reimbursement.
<input checked="" type="checkbox"/>	Each prime contractor has current and appropriate insurance coverage including workman's compensation, public liability and property damage, fire, and extended coverage including "All Risk" type of Builder's Risk Insurance.
<input checked="" type="checkbox"/>	Flood insurance has been acquired and maintained on eligible insurable structures under construction pursuant to the National Flood Insurance Act of 1968, as amended; or official exclusion from flood insurance requirements has been received from the Federal Emergency Management Agency; or there are no insurable structures located within a flood plain.
<input type="checkbox"/>	This is a first or final disbursement request and the additional checklist has been completed and submitted.

Please complete, print, sign, scan, and email to EPA.LoanMgmt@illinois.gov

I hereby certify that this request for disbursement is, to the best of my knowledge and belief, a true and accurate request for disbursement, that it is made in accordance with the conditions of the loan for the project, and that I am authorized to request disbursement on behalf of the borrower.

Terry Renner

Authorized Representative (Printed Name)

Mayor

Title

Signature

Date



137 Main Street, Suite 100
 Dubuque, IA 52001
 origindesign.com

City of Galena
 Matt Oldenburg
 P.O. Box 310
 Galena, IL 61036-0310

Invoice number 80000
 Date 01/30/2024

Project: 21194 Galena Lead Services Replacement

Professional services as outlined in our proposal letter dated October 15, 2021.

Progress Billing includes all work from 12/24/2023 through 1/27/2024

Description	Contract Amount	Prior Billed	Total Billed	Current Amount Due
Preliminary Design	21,700.00	21,700.00	21,700.00	0.00
Final Design	14,800.00	14,800.00	14,800.00	0.00
Bidding Assistance	5,800.00	5,800.00	5,800.00	0.00
Construction Administration	23,200.00	9,980.00	10,634.00	654.00
Total	65,500.00	52,280.00	52,934.00	654.00

Field Services During Construction

	Hours	Rate	Billed Amount
Administrative Assistant	0.50	86.00	43.00
Engineering Designer I	36.25	123.00	4,458.75
FS Tech IV	73.25	133.00	9,742.25
subtotal	110.00		14,244.00

Invoice total 14,898.00

Contractor's Application for Payment

Owner: <u>City of Galena</u>	Owner's Project No.: <u>LSLR2023</u>
Engineer: <u>Origin Design</u>	Engineer's Project No.: <u>21194</u>
Contractor: <u>Five Star Energy Services, LLC</u>	Contractor's Project No.: _____
Project: <u>Lead Service Line Replacement 2023</u>	
Contract: <u>Replacement of Approximately 300 Lead Water Service Lines at Various Locations</u>	
Application No.: <u>3</u>	Application Date: <u>2/6/2024</u>
Application Period: From <u>1/1/2024</u> to <u>1/31/2024</u>	

1. Original Contract Price	\$ 4,393,981.00
2. Net change by Change Orders	\$ 600.00
3. Current Contract Price (Line 1 + Line 2)	\$ 4,394,581.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 351,051.32
5. Retainage	
a. <u>10%</u> X \$ <u>351,051.32</u> Work Completed =	\$ <u>35,105.13</u>
b. <u>10%</u> X \$ _____ Stored Materials =	\$ _____
c. Total Retainage (Line 5.a + Line 5.b)	\$ <u>35,105.13</u>
6. Amount eligible to date (Line 4 - Line 5.c)	\$ <u>315,946.19</u>
7. Less previous payments (Line 6 from prior application)	\$ <u>190,678.36</u>
8. Amount due this application	\$ <u>125,267.83</u>
9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)	\$ <u>4,078,634.81</u>

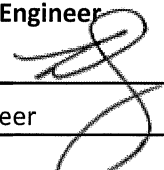
Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Five Star Energy Services, LLC

Signature: _____ **Date:** 2/6/2024

<p>Recommended by Engineer</p> <p>By:  _____</p> <p>Title: <u>City Engineer</u></p> <p>Date: <u>2/6/2024</u></p>	<p>Approved by Owner</p> <p>By: _____</p> <p>Title: <u>City Clerk</u></p> <p>Date: <u>2/13/2024</u></p>
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Approved by Funding Agency

<p>By: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p>By: _____</p> <p>Title: _____</p> <p>Date: _____</p>
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INVOICE

Mark Moran, City Administrator
City of Galena
101 Green Street
Galena IL 61036

Project Name: IEPA Loan Administration
Lead Service Replacement Project
Invoice Number: 02
Invoice Date: February 5, 2024

Description of Services Performed: Provide professional services in administering an IEPA Public Water Supply State Revolving Loan. *Services from December 11, 2023 to February 5, 2024*

- Continuation of Communication with Five Star regarding IEPA requirements, payrolls, signage, on-site observations
- Secure and review copies of construction sub contracts
- Review Origin Design's engineering invoices
- Update project financial spreadsheet to maintain project expenditures and receipt of revenue
- Prepare Illinois Works apprenticeship Report for five Star's contract, secure signature and submit to IEPA
- Prepare loan disbursement request #2 & 3; review with City and secure signatures
- Upload loan disbursement to IEPA for review/approval
- Communication with city and Five Star on missing loan required documentation (emails, phone calls)
- Communication with Five Star regarding AIS and LW requirements

Contracted Amount – \$45,000 – 33% complete

Services Rendered:	\$15,000.00
Less Previously Paid:	<u>(\$10,000.00)</u>
Amount Due This Invoice:	\$5,000.00

Thank you for your business.

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: February 1, 2024

RE: 403 S. Main Architectural Services

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

At the January 8 meeting, the council voted to move forward with converting the property at 403 S. Main Street to public restrooms with a tourism information component. Galena Country Tourism confirmed its commitment to provide the resources for visitor information. I am writing to present a proposal for architectural services for the entire project.

Following the January 8 meeting, I contacted Straka Johnson Architects of Dubuque to inquire about their interest in assisting with our project. The firm has familiarity with the property as it prepared building plans for the previous owner, Illinois Bank and Trust.

I am attaching a proposal from Straka Johnson that details their potential involvement. The work includes preparing construction documents for bidding, assisting with bidding, and construction observation. The proposal is for hourly billing with a total cost not-to-exceed cost of \$29,760. There could be additional costs for services such as interior design.

Straka Johnson proposes a schedule whereby construction would begin in June and be completed in November. Marty Johnson plans to attend the council meeting and be available for any questions.

Our current budget does not include funds for any projects at the building so a budget amendment would be needed for the early progress billings. Based on the size of the building, the expected scope of work, and prevailing wage rates, I think it reasonable to estimate a construction cost of \$200,000-\$300,000. All construction expenses would need to be included in the budget for next fiscal year. Once the facility is open, we would need to plan for the cost of janitorial services at approximately \$1,000 per month. I expect the construction cost would need to be covered by the General Fund and the janitorial costs by the General Fund and/or the Parking Fund.

Please let me know if you have any questions.

City of Galena
c/o Mark Moran – City Administrator
101 Green Street
Galena, IL 61036

January 16, 2024

RE: Main Street Welcome Center

Dear Mark:

Straka Johnson Architects is pleased to submit to you our proposal for design services related to the proposed Welcome Center at 403 South Main Street. We are very familiar with this building and have studied it in depth for several adaptive reuse projects over the past several years and feel our understanding of the site, and context within the city, will be asset to you and the City of Galena.

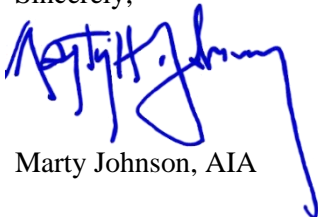
Briefly summarizing our understanding of the project, our work will consist of modifying the existing building, in accordance with design development drawings provided by Adam Johnson, to create a new Welcome Center and public restroom facility. We presume the city will provide existing development drawings to SJA for use in our process, and that all development work to date has been reviewed and approved by the City of Galena, including due diligence to determine code and ADA compliance.

In accordance with the RFP, the Construction Document phase of our work will incorporate an upgrade to the existing water service line, modifications to the existing HVAC systems, new plumbing fixtures, new light fixtures, interior finishes, exterior modifications (including removal of rear canopy and related restoration of building exterior), new egress pattern, sidewalks, exterior lighting, and wayfinding signage. We will provide limited bid review services to complement city staff and limited construction observation services throughout construction as indicated on preliminary milestone schedule. Refer to attached Project Assumptions.

Straka Johnson Architects is prepared to start work on this important project immediately. We have the depth of personnel and the capacity within our workload to make your project a priority. We look forward to sitting down with you at your earliest convenience to strategize next steps and move this project forward.

Thank you for your continued trust in Straka Johnson Architects and for the opportunity to serve you and the City of Galena. If the following proposal meets your approval, please return one signed copy for our records.

Sincerely,



Marty Johnson, AIA

MHJ:bhb

APPROVED BY: _____

DATE: _____

Enclosures:

Project Assumptions & Proposed Fee Summary

Traditional A/E Services

1.1. Information gathering:

- 1.1.1. Site verification and review of Owner provided information
- 1.1.2. Schematic Design and Design Development phases are complete and approved by city
- 1.1.3. Existing ACAD drawings will be provided by Owner for use by SJA

Hourly **\$6,200**

Assumes 40 hours X \$155/hour

1.2. Construction Documents

- 1.2.1. Provide floor plans, building elevations, and other relevant bid information
- 1.2.2. Fixtures and finish selection
- 1.2.3. MEPT design/build information

Hourly **\$15,500**

Assumes 100 hours X \$155/hour

1.3. Bid Negotiation

- 1.3.1. Distribute bid documents to printer and plan rooms
- 1.3.2. Respond to bidder questions and issue bid addenda
- 1.3.3. Support city staff (city staff will complete actual bidding of work)

Hourly **\$1,860**

Assumes 12 hours X \$155/hour

1.4. Construction observation

- 1.4.1. Includes support to city engineer and city staff
- 1.4.2. Participation in bi-weekly meetings

Hourly **\$6,200**

Assumes 40 hours X \$155/hour

Total Hourly Not-To-Exceed Fee **\$29,760**

Fees will be billed monthly in proportion to services rendered and in accordance with hourly rates below.

Hourly Fee Schedule (adjusted annually to cover cost of living increases)

Current rates for Calendar Year 2024

Owner/Architect	\$170/hour
Project Director/Architect	\$155/hour
Intern Architect	\$140/hour
Secretarial	\$50/hour

Reimbursables:

Direct expenses such as blueprints, long distance travel, fees for securing approval from Authorities Having Jurisdiction (AHJ), renderings, models, mock-ups, professional photography and related services, postage, and similar expenditures, will be billed at cost. Additional consultants requested by Owner will be billed at cost plus 10% if coordinated through our office.

Proposed Design Milestones:

For your convenience, we are suggesting a conceptual milestone schedule for review and feedback. Durations are approximate.

Design team selection	Assume February 1, 2024	
Information Gathering	February 1 — February 15	2 weeks
Construction Documents	February 20 — April 15	2 months
Bidding/Permitting	April 15 — May 15	1 month
Bid Review Process	May 15 — May 31	2 weeks
Construction Observation	June 1 — November 1	5 months

Additional Services:

The following services are considered additional services and are not included in Base Fee Summary.

Additional services will be performed on a time and materials basis using SJA’s standard hourly rates in effect at time of service or for a negotiated fee approved in writing.

- 1) Planning phase services
- 2) Rework of Schematic or Design Development level drawings
- 3) Interior design services
- 4) Mechanical and electrical engineering services (base services are Design/Build)
- 5) Coordinating with specialty consultants
- 6) Permit and zoning coordination (including local, state, and federal agencies)
- 7) Enhanced Bidding Phase Services
- 8) Enhanced Construction Phase Services

Fees for Additional Services are requested when significant changes occur after Owner approval of design or design phase documents. Other Additional Services may include: detailed value analysis/Life Cycle Costing, Commissioning, LEED Certification Documentation, and design or selection of FF&E (Furnishings, Fixtures, and Equipment).

MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Jennifer Schmidt, Finance Director *Jen*

DATE: February 2, 2024

RE: Auditing Services Request for Proposal

The City of Galena's contract with O'Connor Brooks to provide auditing services expired with the audit for the fiscal year ended April 30, 2023. In January 2024, I prepared a request for proposal (RFP) for auditing services for the upcoming five fiscal years ending April 30, 2024 through 2028 and distributed the RFP to six certified public accounting firms that perform auditing services for government entities in Jo Daviess County and neighboring Illinois counties. The RFP requested both a technical proposal to ensure the firm is qualified to conduct a government audit and a compensation proposal to compare pricing of the auditing services. The proposals were due on January 30, 2024.

The following three auditing firms responded to the RFP: Benning Group of Freeport, O'Connor Brooks of Galena/Dubuque, and Wipfli of Sterling. All firms complied with the technical qualifications and agreed to an annual deadline of September 30. A summary of the cost of auditing services from the three firms is attached.

An audit will be required for each of the upcoming five years. A Single Audit is only required when at least \$750,000 of federal award funds is expended in a fiscal year. Currently, we expect the City to be subject to a Single Audit during only the April 30, 2024 and 2025 fiscal years due to the lead service line replacement program.

Given the above expectations, Wipfli is the low bidder at \$203,525. Wipfli also audits Jo Daviess County, so Mark Moran contacted Scott Toot, County Administrator. Toot provided a positive review of Wipfli specifically mentioning that Wipfli personnel are responsive, complete work in a timely manner, and present the audit in person to the board.

I recommend the City contract with Wipfli to provide auditing services for the fiscal years ending April 30, 2024 through 2028. Wipfli is the low bidder and would provide a fresh set of eyes on the City's finances since the last change in auditors took place 17 years ago. Thank you for your consideration.

Summary of Cost of Auditing Services

	04/30/24	04/30/25	04/30/26	04/30/27	04/30/28	Total	Total*
Benning Group, LLC							
Audit	\$ 38,000.00	\$ 41,000.00	\$ 44,000.00	\$ 47,500.00	\$ 51,300.00	\$ 221,800.00	\$ 221,800.00
Single Audit	\$ 5,000.00	\$ 5,250.00	\$ 5,500.00	\$ 5,750.00	\$ 6,000.00	\$ 27,500.00	\$ 10,250.00
Total	\$ 43,000.00	\$ 46,250.00	\$ 49,500.00	\$ 53,250.00	\$ 57,300.00	\$ 249,300.00	\$ 232,050.00
O'Connor, Brooks & Co., P.C.							
Audit	\$ 33,000.00	\$ 34,650.00	\$ 36,400.00	\$ 38,600.00	\$ 40,700.00	\$ 183,350.00	\$ 183,350.00
Single Audit	\$ 10,000.00	\$ 10,400.00	\$ 10,800.00	\$ 11,300.00	\$ 11,800.00	\$ 54,300.00	\$ 20,400.00
Total	\$ 43,000.00	\$ 45,050.00	\$ 47,200.00	\$ 49,900.00	\$ 52,500.00	\$ 237,650.00	\$ 203,750.00
Wipfli LLP							
Audit	\$ 35,000.00	\$ 36,750.00	\$ 38,600.00	\$ 40,525.00	\$ 42,550.00	\$ 193,425.00	\$ 193,425.00
Single Audit	\$ 5,000.00	\$ 5,100.00	\$ 5,250.00	\$ 5,400.00	\$ 5,650.00	\$ 26,400.00	\$ 10,100.00
Total	\$ 40,000.00	\$ 41,850.00	\$ 43,850.00	\$ 45,925.00	\$ 48,200.00	\$ 219,825.00	\$ 203,525.00

Total* - Single Audit is expected to be required only in fiscal years ending April 30, 2024 and 2025 due to federal funding for the replacement of lead water services lines to residences and businesses.

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
ACCESS SYSTEMS (120783)							
1515590	1	Invoice	PRINTER INK/KIP	02/01/2024	424.99		52.43.512.01
Total ACCESS SYSTEMS (120783):					424.99		
ACCESS SYSTEMS LEASING (120766)							
ACH 357508	1	Invoice	KIP	01/19/2024	444.35		52.43.549.00
ACH 357666	1	Invoice	COPIES MADE	01/22/2024	374.91		01.13.579.00
ACH 357666	2	Invoice	SUPPLY SHIPPING CHAR	01/22/2024	5.00		01.13.579.00
ACH 357666	3	Invoice	PRINTER	01/22/2024	83.39		52.43.549.00
Total ACCESS SYSTEMS LEASING (120766):					907.65		
AFLAC INC. (121208)							
ACH 020124	1	Invoice	EMPLOYEE VISION INS	02/01/2024	289.28		01.218.0
Total AFLAC INC. (121208):					289.28		
AT&T MOBILITY (121036)							
28731195315	1	Invoice	HOT SPOTS FOR SQUAD	01/25/2024	300.99		01.21.532.00
Total AT&T MOBILITY (121036):					300.99		
C & N EMBROIDERY AND SUCH (120832)							
1799	1	Invoice	CLOTHING	10/06/2022	158.64		01.11.929.02
2197	1	Invoice	UNIFORMS	05/26/2023	26.10		59.55.691.04
2203	1	Invoice	CITIZEN'S ACADEMY	06/07/2023	151.84		01.21.652.03
2474	1	Invoice	EXPLORER POST UNIFO	01/04/2024	119.94		01.21.814.05
2474	2	Invoice	UNIFORMS/J. MURRAY	01/04/2024	26.76		01.21.471.15
2489	1	Invoice	CLOTHING	01/09/2024	97.32		01.11.929.02
2490	1	Invoice	CLOTHING	01/09/2024	25.40		01.11.929.02
Total C & N EMBROIDERY AND SUCH (120832):					606.00		
CAPITAL ONE (120950)							
ACH 020124	1	Invoice	SUPPLIES	02/01/2024	127.08		01.21.651.00
ACH 020124	2	Invoice	UNIFORMS/R. MONTGOM	02/01/2024	49.96		01.41.579.02
ACH 020124	3	Invoice	OPERATING SUPPLIES	02/01/2024	76.86		01.41.652.00
Total CAPITAL ONE (120950):					253.90		
CEDAR CROSS OVERHEAD DOOR (588)							
258373	1	Invoice	GARAGE DOOR REPAIR	01/31/2024	321.00		01.41.511.00
Total CEDAR CROSS OVERHEAD DOOR (588):					321.00		
CINTAS CORP (121238)							
013024	1	Invoice	JANITORIAL SUPPLIES	01/30/2024	593.54		01.13.654.00
013024	2	Invoice	JANITOR SUPPLIES	01/30/2024	500.00		01.13.654.01
013124	1	Invoice	JANITORIAL SUPPLIES	01/31/2024	60.90		01.13.654.00
Total CINTAS CORP (121238):					1,154.44		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
CMD SECURITY SOLUTIONS (120830)							
247-31770	1	Invoice	ALARM MONITORING	01/28/2024	36.99		01.13.552.00
Total CMD SECURITY SOLUTIONS (120830):					36.99		
COLE'S TREE SERVICE (121205)							
1213	1	Invoice	TREES DEWEY AVENUE	11/23/2023	2,400.00		01.41.517.02
Total COLE'S TREE SERVICE (121205):					2,400.00		
COMPASS MINERALS AMERICA (120335)							
1278872	1	Invoice	SALT - MFT 23-00000-00-	01/11/2024	9,156.44		15.41.614.04
1281786	1	Invoice	SALT	01/16/2024	9,536.54		01.41.614.07
1281839	1	Invoice	SALT - MFT 23-00000-00-	01/16/2024	3,898.96		15.41.614.04
1282981	1	Invoice	SALT - MFT 23-00000-00-	01/17/2024	1,372.40		15.41.614.04
1284221	1	Invoice	SALT	01/18/2024	7,969.89		01.41.614.07
1284221	2	Invoice	SALT - MFT 23-00000-00-	01/18/2024	5,718.07		15.41.614.04
1289708	1	Invoice	SALT	01/24/2024	2,963.06		01.41.614.07
1290971	1	Invoice	SALT	01/25/2024	3,972.02		01.41.614.07
1294292	1	Invoice	SALT	01/30/2024	2,355.47		01.41.614.07
Total COMPASS MINERALS AMERICA (120335):					46,942.85		
COPYWORKS (874)							
132673	1	Invoice	POLICE TOW WARNINGS	01/29/2024	109.58		01.21.554.00
Total COPYWORKS (874):					109.58		
CORE & MAIN LP (120473)							
U267824	1	Invoice	NEW METERS	01/25/2024	3,240.00		51.42.831.00
U267847	1	Invoice	METER COUPLINGS	01/24/2024	686.04		51.42.831.00
Total CORE & MAIN LP (120473):					3,926.04		
DEARBORN NATIONAL LIFE INS. CO (119500)							
ACH 010124	1	Invoice	ACCIDENT INSURANCE	01/01/2024	195.66		01.221.1
ACH 010124	2	Invoice	VISION INSURANCE	01/01/2024	275.77		01.218.0
ACH 010124	3	Invoice	EMPLOYEE LIFE & DISAB	01/01/2024	280.87		01.13.452.00
ACH 011824	1	Invoice	ACCIDENT INSURANCE	01/18/2024	179.54		01.221.1
ACH 011824	2	Invoice	VISION INSURANCE	01/18/2024	275.77		01.218.0
ACH 011824	3	Invoice	EMPLOYEE LIFE & DISAB	01/18/2024	256.89		01.13.452.00
Total DEARBORN NATIONAL LIFE INS. CO (119500):					1,464.50		
DOG WASTE DEPOT (120612)							
592604	1	Invoice	DOG WASTE BAGS	02/08/2024	860.93		17.52.652.01
Total DOG WASTE DEPOT (120612):					860.93		
ELITE PLUMBING (120136)							
136737	1	Invoice	PLUMBING REPAIRS	09/20/2023	1,286.11		01.13.511.06
Total ELITE PLUMBING (120136):					1,286.11		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
EMERGENCY MEDICAL PRODUCTS, INC. (120393)							
2611375	1	Invoice	EMS SUPPLIES	01/19/2024	1,919.29		22.22.840.00
Total EMERGENCY MEDICAL PRODUCTS, INC. (120393):					1,919.29		
EMMY LOUS RESTAURANT (121255)							
011824	1	Invoice	CHIEFS LUNCHEON	01/18/2024	194.53		01.21.652.03
Total EMMY LOUS RESTAURANT (121255):					194.53		
ESO SOLUTIONS, INC. (121032)							
129453	1	Invoice	REPORTING SOFTWARE	01/02/2024	1,633.00		22.22.929.00
Total ESO SOLUTIONS, INC. (121032):					1,633.00		
EXACT PEST SOLUTIONS, INC. (120708)							
47008	1	Invoice	PEST CONTROL	01/11/2024	52.00		58.54.511.00
Total EXACT PEST SOLUTIONS, INC. (120708):					52.00		
EXPLORER POST 2022 (121230)							
013124	1	Invoice	CHARTER RENEWAL EX	01/31/2024	613.00		01.21.814.05
Total EXPLORER POST 2022 (121230):					613.00		
GALL'S, INC. (712)							
026709837	1	Invoice	UNIFORMS/K. BRANDEL	01/05/2024	10.14		01.21.471.15
026805029	1	Invoice	UNIFORMS/K. BRANDEL	01/16/2024	114.02		01.21.471.15
026877444	1	Invoice	UNIFORMS/K. BRANDEL	01/23/2024	17.51		01.21.471.15
Total GALL'S, INC. (712):					141.67		
GASSER @ GALENA (24)							
020124	1	Invoice	MISC. SUPPLIES	02/01/2024	19.79		01.41.514.11
020124	2	Invoice	MISC. SUPPLIES	02/01/2024	5.84		01.41.652.00
020124	3	Invoice	MISC. SUPPLIES	02/01/2024	81.32		17.52.511.04
020124	4	Invoice	MISC. SUPPLIES	02/01/2024	62.05		22.22.611.00
020124	5	Invoice	MISC. SUPPLIES	02/01/2024	125.91		22.22.652.00
020124	6	Invoice	MISC. SUPPLIES	02/01/2024	25.17		58.54.654.01
020124	7	Invoice	GARBAGE BAGS	02/01/2024	1,079.64		13.44.540.04
020124	8	Invoice	MISC. SUPPLIES	02/01/2024	5.84		01.41.652.00
020124	9	Invoice	MISC. SUPPLIES	02/01/2024	44.77		15.41.614.04
Total GASSER @ GALENA (24):					1,450.33		
GOV. LEASING & FINANCE, INC. (120896)							
ACH 520010	1	Invoice	DEBT SERVICE/NEW TR	02/01/2024	1,946.42		60.41.720.06
ACH 520010	2	Invoice	DEBT SERVICE/NEW TR	02/01/2024	98.56		60.41.720.07
Total GOV. LEASING & FINANCE, INC. (120896):					2,044.98		
GRANT COUNTY TRUCK BODIES LLC (120686)							
67576	1	Invoice	CUTTING EDGES	01/17/2024	1,609.00		01.41.613.06
67644	1	Invoice	PLOW FRAME - FORD F-3	01/14/2024	1,448.25		01.41.613.01

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total GRANT COUNTY TRUCK BODIES LLC (120686):					3,057.25		
GUARDIAN (120502)							
ACH 011724	1	Invoice	EMPLOYEE DENTAL	01/17/2024	327.82		01.218.0
ACH 011724	2	Invoice	DENTAL/CITY SHARE	01/17/2024	1,311.28		01.13.451.01
Total GUARDIAN (120502):					1,639.10		
GUY'S TRUCK & TRACTOR SERVICE (119033)							
G-47907	1	Invoice	2017 RAM SERVICE	01/29/2024	202.66		01.41.613.01
G-47920	1	Invoice	2017 RAM	01/30/2024	64.52		01.41.613.01
Total GUY'S TRUCK & TRACTOR SERVICE (119033):					267.18		
HALSTEAD, MARY L. (119966)							
021224	1	Invoice	CITY HALL JANITOR	02/12/2024	410.00		01.13.511.07
021224	2	Invoice	PUBLIC RESTROOMS AT	02/12/2024	382.50		01.13.511.08
021224	3	Invoice	MARKET HOUSE RESTR	02/12/2024	382.50		01.13.511.09
Total HALSTEAD, MARY L. (119966):					1,175.00		
HAND, KAREN E. (121257)							
020724	1	Invoice	CREDIT BALANCE REFU	02/07/2024	10.74		98.115.0
Total HAND, KAREN E. (121257):					10.74		
HILLARY, GARY (121258)							
020724	1	Invoice	CREDIT BALANCE REFU	02/07/2024	10.74		98.115.0
Total HILLARY, GARY (121258):					10.74		
HOLLAND HEATING, AIR COND (99)							
53623	1	Invoice	GARAGE HEATER	02/02/2024	2,580.20		22.22.844.04
Total HOLLAND HEATING, AIR COND (99):					2,580.20		
HULSCHER'S FENCING, INC. (164)							
12561	1	Invoice	FENCE REPAIR	02/06/2024	375.00		17.52.870.07
Total HULSCHER'S FENCING, INC. (164):					375.00		
IL ASSN OF CHIEFS OF POLICE (486)							
15486	1	Invoice	ILACP ANNUAL CONFER	02/06/2024	229.00		01.21.563.00
Total IL ASSN OF CHIEFS OF POLICE (486):					229.00		
IL FIRE INSPECTORS ASSN (1179)							
24238	1	Invoice	IFIA DUES	12/10/2023	100.00		22.22.561.00
Total IL FIRE INSPECTORS ASSN (1179):					100.00		
JCE CO-OP (397)							
013124	1	Invoice	LANDFILL CAMERAS	01/31/2024	45.75		01.21.815.09

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
013124	2	Invoice	LANDFILL CAMERAS	01/31/2024	45.75-		15.41.572.00
013124	3	Invoice	STREET LIGHTS	01/31/2024	98.08-		15.41.572.00
013124	4	Invoice	STREET LIGHTS	01/31/2024	96.64		15.41.572.00
ACH 012324	1	Invoice	PUBLIC WORKS/ELECTRI	01/23/2024	373.18		01.41.571.01
ACH 012324	2	Invoice	PARKS/ELECTRIC	01/23/2024	189.50		17.52.571.01
ACH 012324	3	Invoice	FIRE/ELECTRIC	01/23/2024	103.52		22.22.576.01
ACH 012324	4	Invoice	POOL/ELECTRIC	01/23/2024	203.97		59.55.571.01
ACH 012424	1	Invoice	STREET LIGHTS	01/24/2024	762.37		15.41.572.00
Total JCE CO-OP (397):					1,631.10		
JO CARROLL ENERGY, INC (NFP) (120984)							
I0004974-B	1	Invoice	SURVEILLANCE CAMERA	10/24/2023	26,577.27		01.21.815.09
Total JO CARROLL ENERGY, INC (NFP) (120984):					26,577.27		
JO DAVIESS COUNTY DEMOCRATS (121256)							
011824	1	Invoice	DAMAGE DEPOSIT REFU	01/18/2024	350.00		58.54.929.00
Total JO DAVIESS COUNTY DEMOCRATS (121256):					350.00		
JO DAVIESS COUNTY TRANSIT (235)							
2999	1	Invoice	SENIOR TRANSPORTATI	02/01/2024	833.00		01.13.542.00
Total JO DAVIESS COUNTY TRANSIT (235):					833.00		
JO DAVIESS CTY GIS DEPT (330)							
013124	1	Invoice	ANNUAL SUBSCRIPTION	01/31/2024	270.00		01.45.684.00
Total JO DAVIESS CTY GIS DEPT (330):					270.00		
JO DAVIESS CTY SHERIFF (116)							
020124	1	Invoice	CITY SHARE OF OFFICE	02/01/2024	200.12		01.21.538.00
020124	2	Invoice	RADIO SERVICE	02/01/2024	100.00		22.22.538.00
Total JO DAVIESS CTY SHERIFF (116):					300.12		
KAMMES, BENJAMIN (121077)							
012424	1	Invoice	BOOTS/B. KAMMES	01/24/2024	85.27		01.41.579.02
Total KAMMES, BENJAMIN (121077):					85.27		
KUHN, BRIAN (236)							
020124	1	Invoice	INSURANCE REIMB RETI	02/01/2024	332.53		78.32.464.02
Total KUHN, BRIAN (236):					332.53		
LAWSON PRODUCTS, INC. (627)							
9311257308	1	Invoice	SHOP	01/30/2024	93.80		01.41.652.00
9311262842	1	Invoice	SHOP	01/31/2024	1,080.65		01.41.652.00
9766259	1	Invoice	SHOP SUPPLIES	01/12/2024	833.49		01.41.652.00
Total LAWSON PRODUCTS, INC. (627):					2,007.94		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
LEWIS, CHRISTOPHER A. (748)							
021224	1	Invoice	MEDICARE REIMBURSE	02/12/2024	174.70		78.32.464.02
Total LEWIS, CHRISTOPHER A. (748):					174.70		
LEXISNEXIS RISK SOLUTIONS (376)							
1343164-202	1	Invoice	E-CRASH REPORTS	01/31/2024	30.00		01.21.652.03
Total LEXISNEXIS RISK SOLUTIONS (376):					30.00		
LOUIE'S TRENCHING SERVICE (127)							
5112	1	Invoice	SNOW REMOVAL	01/22/2024	1,500.00		01.41.514.05
5112	2	Invoice	SNOW REMOVAL	01/22/2024	3,642.50		01.41.614.05
Total LOUIE'S TRENCHING SERVICE (127):					5,142.50		
MENARDS (280)							
23265	1	Invoice	ADMISSIONS WALL	01/30/2024	201.81		59.55.511.01
23340	1	Invoice	ADMISSIONS WALL	01/31/2024	74.39		59.55.511.01
Total MENARDS (280):					276.20		
MID-STATES ORG. CRIME INFO CNT (119389)							
0004093	1	Invoice	MEMBERSHIP FEE	01/07/2024	150.00		01.21.561.00
Total MID-STATES ORG. CRIME INFO CNT (119389):					150.00		
MIDWEST MEDICAL CENTER (119435)							
013124	1	Invoice	DAMAGE DEPOSIT REFU	01/31/2024	350.00		58.54.929.00
Total MIDWEST MEDICAL CENTER (119435):					350.00		
MOTOROLA SOLUTIONS - STARCOM (119812)							
8179120240	1	Invoice	STARCOM RADIO CHAR	02/01/2024	10.00		01.21.549.00
Total MOTOROLA SOLUTIONS - STARCOM (119812):					10.00		
NACK, RICHARDSON & NACK (120897)							
021224	1	Invoice	ADMIN/LEGAL	02/12/2024	3,471.99		01.11.411.00
021224	2	Invoice	ZONING - LEGAL FEES	02/12/2024	736.48		01.16.411.00
021224	3	Invoice	POLICE - LEGAL FEES	02/12/2024	526.06		01.21.411.00
021224	4	Invoice	PUBLIC WORKS - LEGAL	02/12/2024	526.05		01.41.411.00
Total NACK, RICHARDSON & NACK (120897):					5,260.58		
NICOR (119910)							
020124	1	Invoice	POOL/GAS	02/01/2024	407.10		59.55.571.02
Total NICOR (119910):					407.10		
NICOR (F) (118924)							
020124	1	Invoice	403 S. MAIN/GAS	02/01/2024	89.95		01.13.571.06
020124	2	Invoice	FIRE DEPARTMENT-GAS	02/01/2024	412.18		22.22.571.05
020124	3	Invoice	TURNER HALL-GAS	02/01/2024	1,207.97		58.54.571.05

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total NICOR (F) (118924):					1,710.10		
NW IL LAW ENFORCEMENT EXEC. (118948)							
020124	1	Invoice	MEMBERSHIP DUES	02/01/2024	50.00		01.21.561.00
Total NW IL LAW ENFORCEMENT EXEC. (118948):					50.00		
QUADIENT FINANCE USA, INC. (120811)							
ACH 012224	1	Invoice	POSTAGE	01/22/2024	500.00		01.13.551.00
Total QUADIENT FINANCE USA, INC. (120811):					500.00		
SHERWIN-WILLIAMS CO (331)							
5067-2	1	Invoice	PAINT	01/30/2024	165.42		01.13.511.06
Total SHERWIN-WILLIAMS CO (331):					165.42		
SIGNCRAFT SCREENPRINT, INC. (555)							
736573 - C	2	Adjustmen	RECYCLING MAGNETS (11/15/2023	459.88-		13.44.929.00
Total SIGNCRAFT SCREENPRINT, INC. (555):					459.88-		
SIRCHIE ACQUISITION CO. LLC (659)							
0629976	1	Invoice	EVIDENCE COLLECTION	02/05/2024	120.52		01.21.652.03
Total SIRCHIE ACQUISITION CO. LLC (659):					120.52		
STEINKE, SAM (120450)							
011724	1	Invoice	WELD PLOW/MATT'S TR	01/17/2024	150.00		01.41.613.06
Total STEINKE, SAM (120450):					150.00		
SUPERIOR WELDING SUPPLY (181)							
L4955361	1	Invoice	TORCH GAS	01/01/2024	45.00		01.41.652.02
Total SUPERIOR WELDING SUPPLY (181):					45.00		
T & T IRON AND METALS, INC. (120055)							
11102	1	Invoice	TV RECYCLING	01/31/2024	775.00		13.44.540.05
Total T & T IRON AND METALS, INC. (120055):					775.00		
TANDEM TIRE & AUTO SERVIC (725)							
1047251	1	Invoice	LOADER TIRE REPAIR	01/18/2024	385.93		01.41.613.07
Total TANDEM TIRE & AUTO SERVIC (725):					385.93		
TECHNOLOGY MANAGEMENT REV FUND (120601)							
T2415672	1	Invoice	IN-SQUAD COMPUTERS	01/17/2024	221.35		01.21.542.00
Total TECHNOLOGY MANAGEMENT REV FUND (120601):					221.35		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
TEMPERLY AUTO REPAIR (121051)							
50055	1	Invoice	2019 F-350	01/02/2024	214.28		01.41.613.01
50061	1	Invoice	SQUAD 1 MAINTENANCE	01/03/2024	68.03		01.21.513.06
50290	1	Invoice	SQUAD 2 MAINTENANCE	01/31/2024	22.94		01.21.513.06
50291	1	Invoice	SQUAD 3 MAINTENANCE	02/01/2024	25.00		01.21.513.06
Total TEMPERLY AUTO REPAIR (121051):					330.25		
TRI-STATE PORTA POTTY, INC. (908)							
20387	1	Invoice	PARKS/PORTA POTTY	02/01/2024	940.00		17.52.579.01
Total TRI-STATE PORTA POTTY, INC. (908):					940.00		
US CELLULAR (92)							
020124	1	Invoice	ADMIN/CELL PHONE	02/01/2024	38.72		01.11.552.00
020124	2	Invoice	MORAN/CELLPHONE	02/01/2024	23.00		01.261.0
020124	3	Invoice	POLICE/CELL PHONES	02/01/2024	38.72		01.21.552.01
020124	4	Invoice	POLICE/CELL PHONES	02/01/2024	55.56-		01.21.552.01
Total US CELLULAR (92):					44.88		
US WATER (120719)							
ACH SI1882	1	Invoice	WATER CONTRACT	02/01/2024	34,226.66		51.42.515.00
ACH SI1882	2	Invoice	SEWER CONTRACT	02/01/2024	34,226.66		52.43.515.01
Total US WATER (120719):					68,453.32		
VAN OSDOL PHOTOGRAPHICS (119882)							
1985	1	Invoice	PHOTOGRAPHS	01/31/2024	375.00		01.13.512.05
Total VAN OSDOL PHOTOGRAPHICS (119882):					375.00		
WEX BANK (119104)							
ACH 021224	1	Invoice	PUBLIC WORKS-GAS	02/12/2024	4,261.86		01.41.655.00
ACH 021224	2	Invoice	PARKS-GAS	02/12/2024	67.78		17.52.655.03
ACH 021224	3	Invoice	POLICE-GAS	02/12/2024	1,537.83		01.21.655.00
ACH 021224	4	Invoice	BUILDING-GAS	02/12/2024	73.92		01.46.655.00
ACH 021224	5	Invoice	FIRE-GAS	02/12/2024	220.85		22.22.655.00
Total WEX BANK (119104):					6,162.24		
WHITE CONSTRUCTION CO., INC. (119359)							
020124	1	Invoice	PUBLIC WORKS JANITOR	02/01/2024	145.00		01.41.511.01
Total WHITE CONSTRUCTION CO., INC. (119359):					145.00		
WHITE, KAREN (120266)							
021224	1	Invoice	POLICE DEPARTMENT JA	02/12/2024	415.00		01.21.511.01
Total WHITE, KAREN (120266):					415.00		
Grand Totals:					203,495.70		

Vendor number hash: 8087205
Vendor number hash - split: 11093139
Total number of invoices: 99
Total number of transactions: 143

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	203,495.70	203,495.70
Grand Totals:	203,495.70	203,495.70