

# City of Collinsville

125 S. Center Street  
Collinsville, IL 62234



## Regular Meeting Agenda

**Monday, February 13, 2017**

**7:00 PM**

**Council Chambers**

### **City Council**

**Councilman Nancy Moss**

**Councilman Jeff Kypta**

**Councilman Jeff Stehman**

**Councilman Cheryl Brombolich**

**Mayor John Miller**

**City Manager Mitch Bair**

**Corporate Counsel Steve Giacometto**

**City Clerk Kim Wasser**

- A. CALL MEETING TO ORDER**
- B. ROLL CALL**
- C. INVOCATION**
- D. PLEDGE OF ALLEGIANCE**
- E. PROCLAMATIONS/RECOGNITION/PRESENTATIONS**
- F. BUSINESS PRIOR TO PUBLIC INPUT**
- G. COUNCIL DISCUSSION**

- 1. Gateway Center Economic and Fiscal Analysis and Long Range Plan TIF Request

**Attachments:** [Staff Report](#)  
[Gateway Center Economic and Fiscal Impact Analysis](#)  
[Gateway Center Request for Proposal for Long Range Plan](#)  
[Johnson Consulting Cost Proposal](#)  
[Economic Development Commission Letter of Support](#)  
[Chamber of Commerce Letter of Support](#)

- H. SPEAKERS FROM THE FLOOR**

Speakers may address the Council under the terms of Ordinance No. 4765. Time is limited to 4 minutes per speaker. Please refer to the last page of the agenda for specific rules governing input.

- I. COMMENTS & ANNOUNCEMENTS - MAYOR**
- J. COMMENTS & ANNOUNCEMENTS - COUNCIL MEMBERS**
- K. COMMENTS & ANNOUNCEMENTS - CITY STAFF**
- L. CONSENT AGENDA**

1. Motion to Approve Payment of Bills for the Period Ending February 3, 2017 in the Amount of \$895,509.27

**Attachments:** [Agenda Item Report](#)  
[Board List 01-27-17](#)  
[MEGSI Board List 02-01-17](#)  
[Board List 02-03-17](#)

2. Motion to Approve Payroll for the Period Ending January 13, 2017 and January 27, 2017 in the Amount of \$1,099,145.98

**Attachments:** [Agenda Item Report](#)  
[Board List 01-20-17](#)  
[Board List 02-03-17](#)

3. Motion to Approve Minutes of the January 23, 2017 Regular Meeting

**Attachments:** [Agenda Item Report](#)  
[01232017RegMtg.pdf](#)

4. Resolution Reappointing Members of the Collinsville Economic Development Commission (Weinacht and Hagerty)

**Attachments:** [Agenda Item Report](#)  
[Resolution](#)

5. Ordinance Authorizing the Dedication of Easement to Ameren Illinois for Electric Service for the New Water Treatment Plant

**Attachments:** [Agenda Item Report](#)  
[Ordinance Authorize Easement](#)  
[Easement](#)

## M. NEW BUSINESS

1. Ordinance Authorizing Professional Services Agreement with Tetra Tech, Inc. in the Amount of \$44,823.00 for Environmental Engineering Services for the Post Closure Monitoring of the City Landfill

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[2017 Collinsville proposal and estimate\\_020617](#)

2. Ordinance Authorizing the Purchase of a new 2017 International 7500 Tandem Dump Truck from Rush Truck Center in the Amount of \$125,772 Through the Illinois Joint Purchasing Program  
**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[2017 Tandem Truck Proposal](#)
3. Ordinance Authorizing the Mayor to Execute an Illinois Public Works Mutual Aid Network Agreement  
**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Public Works Mutual Aid Agreement](#)
4. Ordinance Establishing Salaries/Wages for Full-time, Non-union Personnel and Part-time, Non-union Personnel  
**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Resume](#)
5. Ordinance Authorizing the Mayor to Execute a Madison County Law Enforcement Mutual Aid Agreement  
**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Madison County Law Enforcement Mutual Aid Agreement](#)
6. Ordinance Authorizing the Mayor to Execute a Redevelopment Agreement Between the City of Collinsville and Gateway RV, LLC  
**Attachments:** [Agenda Item Report](#)  
[Staff Memo](#)  
[Ordinance](#)  
[Draft Redevelopment Agreement](#)  
[Approved Site Plan](#)  
[Financial Projections](#)

## N. OLD BUSINESS

**O. CLOSED SESSION**

Discuss in accordance with 5 ILCS 120/2(c):

1. Appointment, employment, compensation, discipline or performance of employees
2. Collective bargaining
3. The selection or performance of a person in a public office
5. The purchase or lease of real property
6. The setting of a price for sale or lease of property
7. The sale or purchase of securities, investments, or investment contracts.
8. Security procedures
11. Pending or Threatened or Imminent Litigation
21. Discussion of Closed Meeting minutes

**P. ANNOUNCEMENTS****Q. ADJOURNMENT**

## **ADDRESSING THE COUNCIL DURING SPEAKERS FROM THE FLOOR**

Below are the rules for input during City Council meetings as set out in Ordinance No. 4765 entitled “Ordinance Governing Speakers From the Floor During Meetings of the City Council and the Commission, Boards, and Sub-Bodies of Collinsville, Illinois”. Speakers may address the Council during the time designated as Speakers From the Floor on the agenda.

RULE 1: Speakers shall be allowed only during “Speakers from the Floor,” or at any other time if requested by a member of the City Council.

RULE 2: Input must relate to a matter under the authority of the City of Collinsville.

RULE 3: Upon request by the meeting Chairman for speakers from the floor, a prospective speaker shall express the desire to speak, be recognized by the meeting Chairman, approach the designated podium, and state their name and general subject matter to which they will address the City Council.

RULE 4: After establishing their identity, prospective speakers shall immediately address only the City Council.

RULE 5: Each speaker is limited to four (4) minutes to address the City Council. No extensions will be granted and no time shall be compensated to the speaker resulting from interruptions by or discussion with the City Council, City Manager, or any other City officer or employee.

RULE 6: Speakers shall address only the City Council collectively or its members individually. Speakers shall speak to issues and shall refrain from personal attacks on City appointed officials and employees. Speakers may not address issues related to pending litigation in which the City or its subsidiary bodies, officers, agents, employees, boards or commissions is a party.


RULE 7: Speakers shall not be permitted to advertise, solicit, request, urge, summon, or cajole the City Council or the general public, except as otherwise provided for herein, with regard to any products, goods, services, information, gains, losses, advantages, consequences, or any other similar matter, notwithstanding that there may or may not be any pecuniary, monetary, financial or property gain, loss, or benefit to the speaker or any other person or entity.

RULE 8: Speakers shall act and speak with decorum and conform to conventional social manners in speech, writing, dress, and behavior. The audience shall refrain from conduct that disrupts the meeting in any way such as clapping, booing, loud talking or outbursts. A speaker may be immediately terminated at the meeting Chairman’s discretion.

RULE 9: Determination of breaches of this Ordinance shall be made by the meeting Chairman. The meeting Chairman customarily will warn the speaker or members of the audience of inappropriate behavior through one warning use of the gavel. Subsequent inappropriate behavior shall result in the immediate removal of the responsible parties at the discretion of the meeting Chairman.



## MEMO

<b>TO:</b>	MAYOR & CITY COUNCIL
<b>FROM:</b>	MITCHELL E. BAIR, AICP, CITY MANAGER/ECONOMIC DEVELOPMENT DIRECTOR 
<b>RE:</b>	GATEWAY CENTER ECONOMIC & FISCAL IMPACT STUDY & LONG RANGE PLAN TIF REQUEST
<b>DATE:</b>	FEBRUARY 13, 2017
<b>ATTACHMENTS:</b>	GATEWAY CENTER ECONOMIC & FISCAL IMPACT ANALYSIS GATEWAY CENTER REQUEST FOR PROPOSAL FOR LONG RANGE PLAN JOHNSON CONSULTING COST PROPOSAL ECONOMIC DEVELOPMENT COMMISSION LETTER OF SUPPORT CHAMBER OF COMMERCE LETTER OF SUPPORT

Over the past 12-18 months both City and Gateway Center Staff have been working toward the goal of making the Gateway Center financially viable upon the expiration of TIF #1. These efforts have included those focused on the short term (refinancing bonds, reducing the debt to revenue ration, etc.) as well as the long term (Economic & Fiscal Impact Study, RFP for a Long Range Plan). As the Economic & Fiscal Impact Study has been completed and the proposal refined based on its conclusions, staff believed it was time to formalize these conversations, conclusions, and recommendations. Staff will present the findings of the study and review the RFP with the City Council at the February 13th City Council meeting.



Gateway Center, Collinsville, Illinois  
Economic and Fiscal Impact Analysis

**SUBMITTED TO**  
Gateway Center

**SUBMITTED BY**  
C.H. Johnson Consulting, Inc.

February 2017



**JOHNSON  
CONSULTING**

Experts in Convention, Hospitality,  
Sport and Real Estate Consulting.



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**SECTION I**  
TRANSMITTAL LETTER

February 3, 2017

Ms. Cindy Warke  
Executive Director  
Gateway Center  
One Gateway Drive  
Collinsville, Illinois 62234

Re: Economic Impact Analysis for the Gateway Center in Collinsville, Illinois

Dear Ms. Warke:

C.H. Johnson Consulting, Inc. (Johnson Consulting) is pleased to submit this report to you regarding an economic and fiscal impact analysis of the existing Gateway Center in Collinsville, Illinois. This study accurately reflects the impacts of all events that occurred at the Gateway Center based on the event activity and visitation volume at the facility in the most recent three fiscal years (Fiscal Year Ending (FYE) 2014 through FYE 2016).

Johnson Consulting has no responsibility to update this report for events and circumstances occurring after the date of this report. The findings presented herein reflect analyses of primary and secondary sources of information. Johnson Consulting used sources deemed to be reliable, but cannot guarantee their accuracy. Moreover, some of the estimates and analyses presented in this study are based on trends and assumptions, which can result in differences between the projected results and the actual results. Because events and circumstances frequently do not occur as expected, those differences may be material. This report is intended for the clients' internal use and cannot be used for project underwriting purposes without Johnson Consulting's written consent.

We have enjoyed serving you on this engagement and look forward to providing you with continuing service.

Sincerely,

*C.H. Johnson Consulting, Inc.*

C.H. Johnson Consulting, Inc.

## **SECTION II**

### INTRODUCTION AND EXECUTIVE SUMMARY



## INTRODUCTION AND EXECUTIVE SUMMARY

Johnson Consulting was retained by the Gateway Center in Collinsville, Illinois to perform an economic and fiscal impact analysis of the facility. It is expected that the data developed by management at the Center may understate the true value of the venue. This report represents an independent analysis regarding the true value of the venue and its contribution to the local economy. This analysis will set the stage for the strategy analysis that will follow.

### OBJECTIVE OF STUDY

Our analysis focuses on estimating the economic and fiscal impact of the existing Gateway Center.

### PERFORMED TASKS

To achieve the objectives of this undertaking, the following tasks have been performed and are documented in this report:

- Toured the site and surrounding local area, and met with the existing Gateway Center team to understand issues and opportunities, and reviewed current management and operations,
- Review of historical event demand, attendance, utilization, as well as operating revenue and expenses of the Gateway Center, including the amounts of tax subsidies received, and
- Performed economic and fiscal impact analysis of the facility.

### REPORT OUTLINE

Section 1 – Transmittal Letter

Section 2 – Introduction and Executive Summary

Section 3 – Overview of Existing Facility

Section 4 – Economic and Fiscal Impact Analysis

### EXECUTIVE SUMMARY

Based on the event activity and visitation volume at the facility in the most recent three fiscal years (Fiscal Year Ending (FYE) 2014 through FYE 2016), the facility is estimated to have generated significant economic and fiscal benefits to Collinsville’s economy. Below is a summary of the estimated economic and fiscal impact that resulted from all events and associated attendees’ activities.\*



<b><u>Total Economic Impact</u></b>	<b><u>FYE 2014</u></b>	<b><u>FYE 2015</u></b>	<b><u>FYE 2016</u></b>
Direct Spending	\$20,700,000	\$21,900,000	\$20,000,000
Indirect and Induced Spending	16,500,000	17,400,000	15,900,000
<b>Total Spending</b>	<b>\$37,200,000</b>	<b>\$39,300,000</b>	<b>\$36,000,000</b>
Increased Earnings	\$12,100,000	\$12,800,000	\$11,700,000
Employment (in Full-Time Equivalent Jobs)	268	283	260
<b><u>Total Fiscal Impact</u></b>	<b><u>FYE 2014</u></b>	<b><u>FYE 2015</u></b>	<b><u>FYE 2016</u></b>
Sales Tax	\$1,600,000	\$1,700,000	\$1,500,000
Hotel/ Motel Tax	1,000,000	1,100,000	1,000,000
Food and Beverage Tax - District	100,000	100,000	100,000
<b>Total Tax Revenue</b>	<b>\$2,700,000</b>	<b>\$2,800,000</b>	<b>\$2,600,000</b>

A subset of the total economic and fiscal impact is NET NEW economic and fiscal impact, which represents the portion of direct, indirect and induced spending, increased earnings, jobs, and tax revenues that results from out-of-town visitors only. Below is a summary of such net new impact.\*

<b><u>Net New Economic Impact</u></b>	<b><u>FYE 2014</u></b>	<b><u>FYE 2015</u></b>	<b><u>FYE 2016</u></b>
Direct Spending	\$9,600,000	\$10,100,000	\$9,300,000
Indirect and Induced Spending	7,600,000	8,000,000	7,400,000
<b>Total Spending</b>	<b>\$17,200,000</b>	<b>\$18,200,000</b>	<b>\$16,600,000</b>
Increased Earnings	\$5,600,000	\$5,900,000	\$5,400,000
Employment (in Full-Time Equivalent Jobs)	124	131	120
<b><u>Net New Fiscal Impact</u></b>	<b><u>FYE 2014</u></b>	<b><u>FYE 2015</u></b>	<b><u>FYE 2016</u></b>
Sales Tax	\$800,000	\$800,000	\$740,000
Hotel/ Motel Tax	1,000,000	1,100,000	1,000,000
Food and Beverage Tax - District	30,000	30,000	20,000
<b>Total Tax Revenue</b>	<b>\$1,830,000</b>	<b>\$1,930,000</b>	<b>\$1,760,000</b>

\* Dollar amounts are rounded to the nearest \$100,000.

**SECTION III**  
OVERVIEW OF THE EXISTING OPERATION

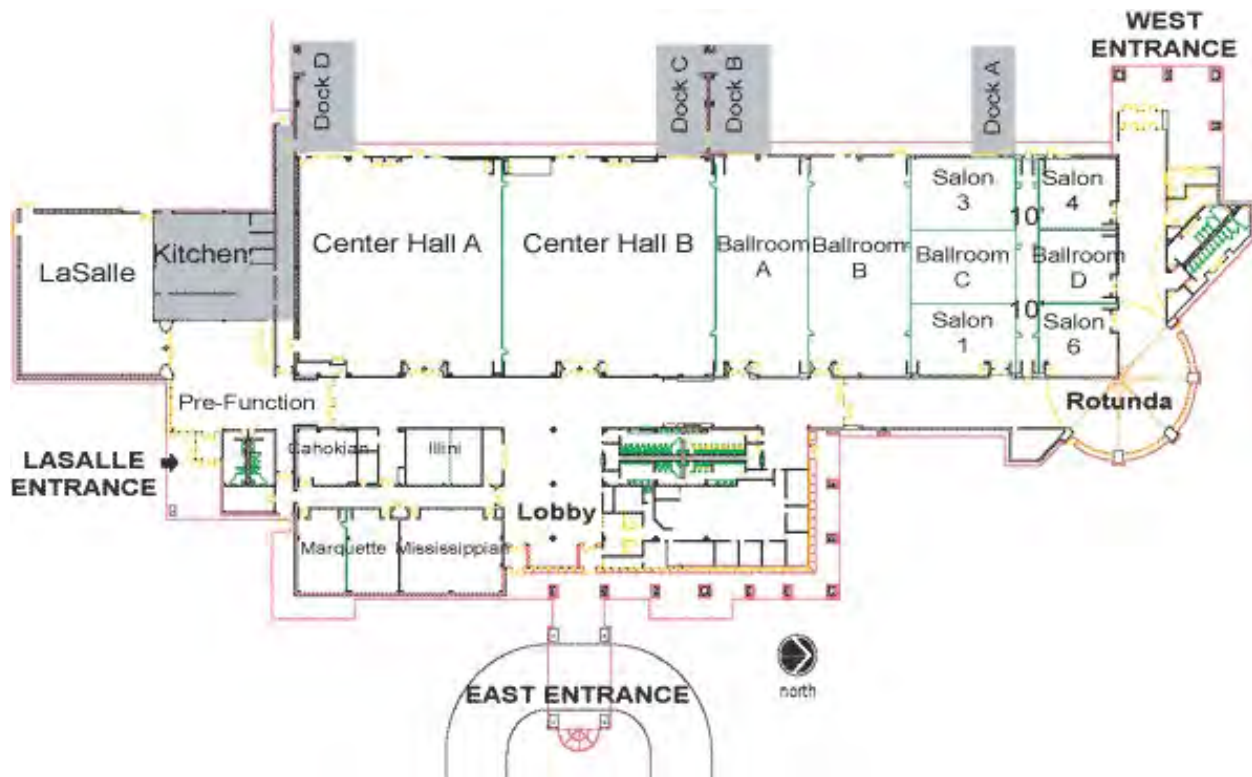
## OVERVIEW OF THE EXISTING OPERATION

This section provides an overview of the Gateway Center today, its volume of activities, operating revenue and expenses, as well as the tax subsidies the facility receives. The facility’s current operation serves as the basis for the economic and fiscal impact analysis in the subsequent section.

### OVERVIEW OF THE FACILITY

Gateway Center opened in 1990 as a 60,000 square foot facility. It was expanded twice, in 1997 to a 72,500 square feet facility and in 2006 to its current total footprint of 105,000 square feet. The facility today offers 49,631 square feet of function space, which includes a 20,400 square foot Center Hall (divisible into two sections), a 19,700 square foot Great Rivers Ballroom (divisible into four sections and six salons), and 9,531 square feet of meeting rooms. Further, as shown in the floor plan below, the Center Hall and Great Rivers Ballroom can be combined, resulting in 40,100 square feet of contiguous space.

Figure 3-1



The Gateway Center is owned and operated by the Collinsville Metropolitan Exposition Auditorium and Office Building Authority, a multi-quasi unit of government with a nine-member Board of Directors, appointed by the Mayor. Additionally, the City of Collinsville acts as a conduit for the collection of the



convention center's tax resources, and the City and Gateway Center are connected directly for bonding authority.

Currently, the Gateway Center receives the following tax revenue:

- Five-percent (5%) Hotel/ Motel Tax (City-wide),
- One-percent (1%) Food and Beverage Tax (not City-wide but of a carved-out geographic area around the convention center), and
- Tax Increment Financing (TIF) Funds, a flat amount of approximately \$500,000 annually through 2022.

The City of Collinsville recently approved moving forward with the creation of a new TIF and Business District. However, Gateway Center is not included in either of these areas. Gateway Center is situated within a newly created Enterprise Zone.

## ACTIVITIES AT THE FACILITY

Table 3-1 summarizes the number of events and attendance at the Gateway Center from Fiscal Year Ending (FYE) 2014 through FYE 2016. (Fiscal Year runs from May 1<sup>st</sup> through April 30<sup>th</sup> of the following year.)

**Table 3-1**

<b>Gateway Center, Collinsville, Illinois Historical Event Demand and Attendance</b>			
<b># of Events</b>	<b>FYE 2014</b>	<b>FYE 2015</b>	<b>FYE 2016</b>
Conventions/ Trade Shows	15	12	10
Consumer Shows	27	27	29
Public Shows	4	3	3
Athletic Events	5	9	10
Banquets/ Wedding Receptions	116	109	84
Meetings/ Conferences	186	200	161
<b>Total</b>	<b>353</b>	<b>360</b>	<b>297</b>
<b>Attendance</b>	<b>FYE 2014</b>	<b>FYE 2015</b>	<b>FYE 2016</b>
Conventions/ Trade Shows	21,700	13,848	10,767
Consumer Shows	53,061	65,149	64,237
Public Shows	5,800	4,100	1,700
Athletic Events	8,300	12,200	16,930
Banquets/ Wedding Receptions	21,522	19,067	14,390
Meetings/ Conferences	28,733	32,325	26,432
<b>Total</b>	<b>139,116</b>	<b>146,689</b>	<b>134,456</b>

Source: Gateway Center

As shown in the table, event activities at the Gateway Center fluctuated in the past three fiscal years. In FYE 2016, the facility accommodates 297 events, generating 134,456 attendees.

Definition of event types is presented below:

- **Convention** – An assembly of people meeting for a common purpose. Conventions are multiple day events that stimulate the economy by generating 300 total hotel room nights (overnight stays) in Collinsville hotels as well as bringing business to Collinsville restaurants, attractions and retail stores. Conventions are often a mix of meetings, banquets and consumer or trade shows because they will have a general session meeting, break out sessions, meals, receptions, banquets and exhibitor rooms.
- **Trade Show** – An exhibition that is a total entity unto itself. Most trade shows aim to facilitate direct contact between the manufacturers and distribution channel members (wholesalers, retailers, value added resellers) but some are aimed at the end user. Trade shows involve the exhibiting of products that are similar markets, such as sporting goods, shoe show or landscaping show. Trade shows are usually by invitation only and not open to the general public. Trade shows are often organized by an industry’s trade association. Examples include: Food Shows, ABC Supply, and Siemer Distributors.
- **Consumer Show** – An exhibition of goods in which a consumer can view goods or purchase goods. The events are open to the general public and there is often an admission charge for entry to the show. Examples include: Craft Shows, Computer Shows, Gem & Jewelry Show, Let’s Go Fishing Show, Train Expo.
- **Public Show** – Normally, a one-day event, public shows are open to the public for an admission fee. Tickets are often pre-sold as well as sold the day of the event. Examples include: musical concerts, motivational speakers, boxing/wrestling events.
- **Athletic Event** – An event that has an athletic activity, display, or competition.
- **Banquet** – A meal function for numerous people where the food and beverage is the primary activity of the event.
- **Wedding Reception** – An event where a bride and groom’s families and friends join to celebrate a recent marriage.
- **Meeting** – An assembly or gathering of people, as for a business, social, or religious purpose. A meeting is often referred to by the planner as a conference, seminar or convention. If a convention type of event does not generate 300 total room nights, the event is qualified as a meeting. Sometimes events are classified as a meeting due to the process of elimination because they do not fit the other

event type descriptions. Examples include: University of Illinois Tax School, Enjoy Church, small beauty competition, small cons like DieCon, Premiere Designs Jewelry and Ameren.

Table 3-2 summarizes the financial statements, showing revenue and expenses from FYE 2014 through FYE 2016, including the amounts of tax subsidies received by the facility. The figures are per the Collinsville Metropolitan Exposition Auditorium and Office Building Authority Management's Discussion and Analysis for those fiscal years.

Table 3-2

<b>Gateway Center, Collinsville, Illinois Statement of Revenue and Expenses</b>			
	FYE 2014	FYE 2015	FYE 2016
<b>Operating Revenue</b>			
Building Rent	\$684,796	\$685,984	\$646,334
Catering	146,632	132,173	135,231
Reimbursables	270,348	284,744	377,761
Let's Go Fishing Show	88,718	98,615	97,417
Bridal Show	78,331	84,637	78,451
Miscellaneous	4,112	6,082	1,003
Hotel/Motel Tax	653,357	711,483	804,657
Food & Beverage Tax	485,508	472,407	501,881
<b>Total Operating Revenue</b>	<b>\$2,411,802</b>	<b>\$2,476,125</b>	<b>\$2,642,735</b>
<b>Operating Expense</b>			
Personnel Services	\$1,064,179	\$1,059,500	\$1,015,012
Contractual Services	952,920	992,975	1,001,229
Supplies & Materials	52,046	43,807	42,686
Depreciation	643,167	630,812	650,575
<b>Total Operating Expense</b>	<b>\$2,712,312</b>	<b>\$2,727,094</b>	<b>\$2,709,502</b>
<b>Operating Income (Deficit)</b>	<b>(\$300,510)</b>	<b>(\$250,969)</b>	<b>(\$66,767)</b>
<b>Non-Operating Revenue (Expense)</b>			
Investment Interest	\$4,168	\$5,013	\$4,525
TIF Contribution	583,797	349,049	511,800
Hotel Redevelopment Agreement	(25,157)	(59,491)	(59,942)
2003/2004 Revenue Bond Payment*	(758,948)	(775,577)	(772,501)
Gain (Loss) on Sale of Assets	(75,463)	(18,899)	-
Contract Termination Costs	(118,334)	-	-
Depreciation (non-cash transaction)	643,167	630,812	650,575
<b>Total Non-Operating Revenue (Expense)</b>	<b>\$253,230</b>	<b>\$130,907</b>	<b>\$334,457</b>
<b>Net Income</b>	<b>(\$47,280)</b>	<b>(\$120,062)</b>	<b>\$267,690</b>

\*Long-Term Debt: The annual principal reduction is identified in Note 6 of the Annual Audit.  
Source: Gateway Center Management

Total operating revenues in FYE 2016 was \$2.6 million, up from \$2.5 million in FYE 2015, and \$2.4 million in FYE 2014. Total expenses remained stable at \$2.7 million for the three-year period. In FYE 2016, the

facility reported an operating deficit of \$66,767; or a net income of \$267,690 after non-operating revenue and expenses, including \$511,800 in TIF contribution.

Table 3-3 shows the annual tax contributions combined, which amounted to \$1.7 million in FYE 2014, \$1.5 million in FYE 2015, and \$1.8 million in 2016.

**Table 3-3**

<b>Gateway Center, Collinsville, Illinois Historical Annual Tax Subsidies</b>			
	<b>FYE 2014</b>	<b>FYE 2015</b>	<b>FYE 2016</b>
Hotel/ Motel Tax	\$653,357	\$711,483	\$804,657
Food & Beverage Tax	485,508	472,407	501,881
TIF Contribution	583,797	349,049	511,800
<b>Total</b>	<b>\$1,722,662</b>	<b>\$1,532,939</b>	<b>\$1,818,338</b>

*Source: Gateway Center Management*

The following section explores the economic and fiscal benefits of having a Gateway Center in Collinsville.

**SECTION IV**  
ECONOMIC AND FISCAL IMPACT ANALYSIS

## ECONOMIC AND FISCAL IMPACT ANALYSIS

This section analyzes the projected economic and fiscal impacts that are generated by event activities at the Gateway Center in Collinsville, Illinois. Economic impact is defined as incremental new spending in an economy that is the direct result of certain activities, facilities, or events. Fiscal impacts are tax revenues that would be generated from that spending. The projections are based on Johnson Consulting’s prior development of economic analyses for other exposition and convention centers, sporting facilities, and events, primary research, and specific knowledge of the local marketplace.

The analysis is based on event demand, attendance, and activities in the Gateway Center as described in Section 3 of this report. The events’ economic impact is measured by the estimated local spending by non-local residents whose main purpose of visitation is to attend the events that are being analyzed. “Transfer” spending by local residents, which is defined later in this section, is not considered an economic impact, but is quantified in this report and shown separately from net new economic impacts in order to demonstrate the City’s full opportunity loss if the events were to leave Collinsville.

In the analysis, these levels of economic impact are measured:

- **Direct Impacts** – are an expression of the spending that occurs as a direct result of the events and activities that occur in the facility being analyzed. For example, a trade show attendee’s expenditures on hotel rooms and meals are a direct economic impact.
- **Indirect Impacts** – consist of re-spending of the initial or direct expenditures, or, the supply of goods and services resulting from the initial direct spending in the facility. For example, an attendee’s direct expenditure on a restaurant meal causes the restaurant to purchase food and other items from suppliers. The portion of these restaurant purchases that are within the local, regional, or state economies is counted as an indirect economic impact.
- **Induced Impacts** – represent changes in local consumption due to the personal spending by employees whose incomes are affected by direct and indirect spending. For example, a waiter at the restaurant may have more personal income as a result of the trade show attendee’s visit. The amount of the increased income the waiter spends in the local economy is considered an induced impact.
- **Increased Earnings/ Personal Income** – measures increased employee and worker compensation related to the events and activities at the facility being analyzed. This figure represents increased payroll expenditures, including benefits paid to workers locally. It also expressed how the employees of local businesses share in the increased outputs.

- **Employment Impact** – measures the number of jobs supported in the study area related to the spending generated as a result of the events occurring in the convention center. Employment impact is stated in a number of full-time equivalent jobs.

This analysis differentiates impacts from spending by people coming from out-of-town and by local residents, as defined below:

- **Net New Spending** – is spending by out-of-town attendees, buyers, exhibitors, guests, and other visitors who come to events at the Gateway Center from throughout the nearby region, the balance of the US, and the world. Their spending represents the amount of "new dollars" that flow into the City economies.
- **Transfer Spending** – In strict economic terms, spending by local residents, or those who live in the market area, represents "transfer" spending. For example, a resident of Collinsville who attends a consumer show at the Gateway Center would transfer income from one sector of the City's economy to another, and therefore is not bringing new dollars into the City economy. Nevertheless, they are part of the economic activities attributable to the Gateway Center.

In this report, economic and fiscal impacts are presented in two manners. First, total spending – by visitors as well as by local residents – is shown in order to demonstrate the total impact of event activities at the Gateway Center. This is because all of this event-related spending would be lost from Collinsville should the events relocate to another market. Secondly, out-of-town visitors' and local residents' spending is then separated out, to demonstrate the level of "net new" and "transfer" economic and fiscal impacts.

The reason for the above distinction is for credibility. Economists generally limit actual economic and fiscal impact to spending by out-of-town visitors, or "net new" only. Local residents' spending is considered "transfer," or substitute spending that would have theoretically taken place locally on some other activity. While we use this strict economist definition, we also present spending from all parties, as we do not believe that industry representatives would substitute another activity in lieu of attending a trade show or other type of event. More likely, if trade show space is not provided in Collinsville, they would travel to where the show is being held, possibly outside of Collinsville. This loss expenditure would represent a true loss of economic activity from the marketplace. For the purpose of this analysis, the "local" market is considered to be the City of Collinsville and all other event attendees are considered out-of-town visitors.

## ECONOMIC IMPACT

The economic and fiscal impact is based on the market and financial overview of the existing Gateway Center as described in Section 3. The analysis uses Fiscal Year Ending (FYE) 2016 event activities and attendance to show the detailed impact calculation.

In FYE 2016, the Gateway Center hosted a total of 297 events, generating approximately 134,456 attendees. Table 4-1 summarizes the event demand by type of events.

**Table 4-1**

Gateway Center, Collinsville, Illinois Events and Attendance - FYE 2016		
	# of Events	# of Attendees
Conventions/ Trade Shows	10	10,767
Consumer Shows	29	64,237
Public Shows	3	1,700
Athletic Events	10	16,930
Banquets/ Wedding Receptions	84	14,390
Meetings/ Conferences	161	26,432
<b>Total</b>	<b>297</b>	<b>134,456</b>

Source: Johnson Consulting

The number of days that an attendee spends in the market (person-days) serves as the basis of the economic impact estimate. Based on the attendance figures presented above, Johnson Consulting estimated the number of person-days (both local and non-local) and room nights that resulted from the activities hosted at the facilities. Table 4-2 shows the calculation and assumptions utilized, derived from actual venue data (when available) and from experience in similar facilities in similar markets, adjusted to reflect the Collinsville market.

**Table 4-2**

Gateway Center, Collinsville, Illinois Calculation of Projected Attendee-Days and Room Nights - FYE 2016										
	# of Attendees	Event Length (Days)	Spouse Ratio	Attendees' Length of Stay in Collinsville	Total Attendee Days	% Local	# of Local Attendee-Days	# of Non-Local Attendee-Days	% Require Lodging	# of Room Nights
Conventions/ Trade Shows	10,767	2.6	25%	2.6	35,000	5.0%	1,750	33,250	85%	26,080
Consumer Shows	64,237	1.0	0%	1.0	64,200	75%	48,150	16,050	15%	2,410
Public Shows	1,700	1.0	0%	1.0	1,700	75%	1,275	425	15%	60
Athletic Events	16,930	2.0	10%	1.7	31,700	95%	30,115	1,585	60%	1,020
Banquets/ Wedding Receptions	14,390	1.0	0%	1.0	14,400	95%	13,680	720	15%	110
Meetings/ Conferences	26,432	1.0	20%	1.0	31,700	95%	30,115	1,585	15%	200
<b>Total</b>	<b>134,456</b>	→	→	→	<b>178,700</b>	→	<b>125,085</b>	<b>53,615</b>	→	<b>29,880</b>

Source: Johnson Consulting



As shown in the table, the Gateway Center events in FYE 2016 are estimated to have generated approximately 178,700 attendee-days, including over 125,085 local and 53,615 non-local. These non-local attendee-days are estimated to generate 29,880 room nights.

In addition to the event attendees, there will be exhibitors, or booth personnel, attending the exhibition events (conventions, trade shows, and consumer shows). The estimated number of exhibitors are based on Top 250 U.S. Trade Shows statistics, as compiled by Trade Show News Network (TSNN). As a result, based on the attendance volume at the Gateway Center, the number of exhibitors are estimated to have been 11,500, as shown in Table 4-3 below. Table 4-3 also shows the calculation and assumptions for the estimates of exhibitor-days and exhibitor-related room nights.

**Table 4-3**

Gateway Center, Collinsville, Illinois Calculation of Projected Exhibitor-Days and Room Nights - FYE 2016										
	Total Exhibitors	Event Length (Days)	Spouse Ratio	Exhibitors' Length of Stay in Collinsville	Total Exhibitor-Days	% Local	# of Local Exhibitor-Days	# of Non-Local Exhibitor-Days	% Require Lodging	# of Room Nights
Conventions/ Trade Shows	3,800	2.6	0%	2.6	9,900	65%	6,435	3,465	100%	2,660
Consumer Shows	7,500	1.0	0%	1.6	12,000	80%	9,600	2,400	100%	1,500
Public Shows	200	1.0	0%	1.6	300	65%	195	105	100%	70
<b>Total</b>	<b>11,500</b>	→	→	→	<b>22,200</b>	→	<b>16,230</b>	<b>5,970</b>	→	<b>4,230</b>

Source: Johnson Consulting

As shown in the table, the estimated 11,500 exhibitors at the Gateway Center events are estimated to generate approximately 22,200 exhibitor-days, including over 16,230 local and 5,970 non-local. These non-local exhibitor-days are estimated to generate 4,230 room nights.

As the basis for direct spending estimates for the economic impact analysis, Johnson Consulting used the average daily spending per attendee and per exhibitor as shown in Table 4-4. Also shown is daily spending by associations that the attendees belong to, presented in a per-attendee basis, as derived from spending statistics compiled by Destination Marketing Association International (DMAI, formerly International Association of Convention and Visitors Bureaus (IACVB)) and U.S. General Services Administration.

Table 4-4

Gateway Center, Collinsville, Illinois Assumptions of Daily Spending			
	Attendees	Associations*	Exhibitors
Lodging and Incidentals	\$125.00	\$0.00	\$125.00
Eating and Drinking	38.79	4.44	18.20
Recreation and Entertainment	3.83	0.00	0.00
Sporting Events	0.39	0.00	0.00
General Retail	14.70	0.00	0.00
Local Transit	9.72	0.19	3.34
Car Rental	3.54	0.00	0.00
Booth Rental and Event Services	0.00	11.66	43.62
<b>Total Daily Spending per Person</b>	<b>\$195.98</b>	<b>\$16.29</b>	<b>\$190.17</b>

\*Represents association spending per delegate/ attendee.

Source: DMAI, US General Services Administration, Johnson Consulting

Estimated spending on lodging and incidentals is derived from Per Diem expenditures for Collinsville, as compiled by U.S. General Services Administration. Estimated spending on all other categories is derived from a Convention Expenditure and Impact Study (ExPact Study) by DMAI, inflated to reflect 2016 dollars.

Multiplying the number of attendee-days, exhibitor-days, and room nights calculated in Table 4-2 and Table 4-3 to the appropriate daily spending shown in Table 4-4 above will result in the total amount of direct spending, both “transfer” (incurred by locals) and “net new” (incurred by non-locals). The calculation is shown in Table 4-5, showing the result of \$20 million in direct spending.

Table 4-5

Gateway Center, Collinsville, Illinois Estimates of Spending by Attendees, Associations, and Exhibitors by Category of Events - FYE 2016 (\$000)												
	Attendees Spending			Associations Spending			Exhibitors Spending			Total Attendees, Associations, Exhibitors Spending		
	Local	Non-Local	Total	Local	Non-Local	Total	Local	Non-Local	Total	Local	Non-Local	Total
<b>Conventions/ Trade Shows</b>												
Lodging and Incidentals	\$0	\$3,260	\$3,260	\$0	\$0	\$0	\$0	\$333	\$333	\$0	\$3,593	\$3,593
Eating and Drinking	68	1,290	1,358	8	148	155	117	63	180	193	1,500	1,693
Recreation and Entertainment	7	127	134	0	0	0	0	0	0	7	127	134
Sporting Events	1	13	14	0	0	0	0	0	0	1	13	14
General Retail	26	489	514	0	0	0	0	0	0	26	489	514
Local Transit	17	323	340	0	6	7	21	12	33	39	341	380
Car Rental	6	118	124	0	0	0	0	0	0	6	118	124
Booth Rental and Event Services	0	0	0	20	388	408	281	151	432	301	539	840
<b>Total</b>	<b>\$124</b>	<b>\$5,620</b>	<b>\$5,744</b>	<b>\$29</b>	<b>\$542</b>	<b>\$570</b>	<b>\$419</b>	<b>\$558</b>	<b>\$978</b>	<b>\$572</b>	<b>\$6,720</b>	<b>\$7,292</b>
<b>Consumer Shows and Public Shows</b>												
Lodging and Incidentals	\$0	\$309	\$309	\$0	\$0	\$0	\$0	\$196	\$196	\$0	\$505	\$505
Eating and Drinking	1,917	639	2,556	219	73	293	178	46	224	2,315	758	3,073
Recreation and Entertainment	189	63	252	0	0	0	0	0	0	189	63	252
Sporting Events	19	6	26	0	0	0	0	0	0	19	6	26
General Retail	727	242	969	0	0	0	0	0	0	727	242	969
Local Transit	481	160	641	9	3	13	33	8	41	523	172	694
Car Rental	175	58	233	0	0	0	0	0	0	175	58	233
Booth Rental and Event Services	0	0	0	576	192	768	427	109	537	1,003	301	1,305
<b>Total</b>	<b>\$3,508</b>	<b>\$1,478</b>	<b>\$4,986</b>	<b>\$805</b>	<b>\$268</b>	<b>\$1,073</b>	<b>\$638</b>	<b>\$359</b>	<b>\$998</b>	<b>\$4,951</b>	<b>\$2,106</b>	<b>\$7,057</b>
<b>Athletic Events, Banquets/ Wedding Receptions, and Meetings/ Conferences</b>												
Lodging and Incidentals	\$0	\$166	\$166	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$166	\$166
Eating and Drinking	2,867	151	3,018	0	0	0	0	0	0	2,867	151	3,018
Recreation and Entertainment	283	15	298	0	0	0	0	0	0	283	15	298
Sporting Events	29	2	31	0	0	0	0	0	0	29	2	31
General Retail	1,086	57	1,144	0	0	0	0	0	0	1,086	57	1,144
Local Transit	719	38	757	0	0	0	0	0	0	719	38	757
Car Rental	262	14	275	0	0	0	0	0	0	262	14	275
Booth Rental and Event Services	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>\$5,246</b>	<b>\$442</b>	<b>\$5,688</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,246</b>	<b>\$442</b>	<b>\$5,688</b>
<b>Total All Events</b>	<b>\$8,878</b>	<b>\$7,541</b>	<b>\$16,419</b>	<b>\$834</b>	<b>\$810</b>	<b>\$1,643</b>	<b>\$1,058</b>	<b>\$918</b>	<b>\$1,975</b>	<b>\$10,770</b>	<b>\$9,268</b>	<b>\$20,038</b>

Source: Johnson Consulting

The impacts from this direct spending is subsequently calculated by applying a set of economic multipliers, as supplied by the Bureau of Economic Analysis, as shown in Table 4-6. Applying the multipliers to the direct spending will result in estimates of potential indirect and induced spending, wages and salaries, and employment generated by the Gateway Center events and activities.

Table 4-6

Gateway Center, Collinsville, Illinois Economic Impact Multipliers		
	Multiplier	Base
Indirect and Induced Spending	0.796	of direct spending
Increased Earnings	0.586	of direct spending
Employment (in Full-Time Equiv. Jobs)	12.946	per \$1 million of direct spending

Source: Bureau of Economic Analysis

The multipliers mean that for every \$1 million of direct spending, there will be \$796,000 of indirect and induced spending, \$586,000 in increased earnings, and 12.95 full-time equivalent (FTE) jobs supported in the economy.

Based on the calculations and assumptions described thus far, Table 4-7 summarizes the total estimated economic impacts of the Gateway Center in FYE 2016, including transfer impacts and net new impacts.

**Table 4-7**

Gateway Center, Collinsville, Illinois Summary of <u>Annual</u> Economic Impacts - FYE 2016 (in \$Millions)			
	Transfer Impacts	Net New Impacts	Total
	(From Locals)	(From Non- Locals)	
Direct Spending	\$10.8	\$9.3	\$20.0
Indirect and Induced Spending	8.6	7.4	15.9
<b>Total Spending</b>	<b>\$19.3</b>	<b>\$16.6</b>	<b>\$36.0</b>
Increased Earnings	\$6.3	\$5.4	\$11.7
Employment (Full-Time Equiv. Jobs)	140	120	260

*Source: Johnson Consulting*

As shown in the table above, the Gateway Center is estimated to have generated \$36 million in total spending, \$11.7 million in increased earnings, and 260 FTE jobs in FYE 2016. Transfer impacts are estimated to include \$19.3 million in total spending, \$6.3 million in increased earnings, and 140 FTE jobs. Net new impacts are estimated to include \$16.6 million in total spending, \$5.4 million in increased earnings, and 120 jobs.

## FISCAL IMPACTS

For the purpose of determining fiscal impacts, Johnson Consulting projected general sales tax, hotel/ motel tax, and food and beverage tax revenues from relevant spending. In the City, an 8.1-percent sales tax rate is applied to all categories of spending except local transit; hotel/ motel tax amounts to 13 percent of spending on lodging; and food and beverage tax is 1.0 percent on spending on meals and drinks.

The fiscal impacts represent only a fraction of the overall spending impact to the economy, as they are only the public sector's increase in tax revenue resulting from the overall increased spending in the economy. Table 4-8 summarizes the estimates of fiscal impact in FYE 2016.

Table 4-8

<b>Gateway Center, Collinsville, Illinois</b>				
<b>Estimated Annual Fiscal Impacts - FYE 2016 (in \$Millions)</b>				
	Tax Rate	Transfer Impacts (From Locals)	Net New Impacts (From Non-Locals)	Total
<b>Sales Tax</b>				
State Sales Tax	6.25%	\$0.62	\$0.57	\$1.19
County Sales Tax	0.35%	0.03	0.03	0.07
City Sales Tax	1.50%	0.15	0.14	0.28
<b>Total</b>	<b>8.10%</b>	<b>\$0.80</b>	<b>\$0.74</b>	<b>\$1.54</b>
<b>Hotel/ Motel Tax</b>				
State of Illinois	6.00%	\$0.00	\$0.46	\$0.46
Convention Center	5.00%	0.00	0.38	0.38
City of Collinsville	2.00%	0.00	0.15	0.15
<b>Total</b>	<b>13.00%</b>	<b>\$0.00</b>	<b>\$1.00</b>	<b>\$1.00</b>
<b>Food and Beverage Tax - District</b>	1.00%	<b>\$0.05</b>	<b>\$0.02</b>	<b>\$0.08</b>
<b>Total</b>		<b>\$0.85</b>	<b>\$1.76</b>	<b>\$2.61</b>
<b>Fiscal Impact to City (from Sales and Hotel/ Motel Tax)</b>		<b>\$0.15</b>	<b>\$0.29</b>	<b>\$0.44</b>

*Source: Gateway Center, Johnson Consulting*

In FYE 2016, total sales tax revenues generated by the Gateway Center event activities are estimated to have amounted to \$1.5 million. Hotel/ motel tax revenues due to the Gateway Center event activities are estimated to have amounted to \$1 million, which is entirely attributable to out-of-town visitors. Food and beverage tax revenues are estimated to have amounted to \$80,000. As the table shows, a significant portion of fiscal impacts is generated from attendees and exhibitors who travel to Collinsville from out of town. The total fiscal impact attributable to net new spending is \$1.7 million. Fiscal impact to the Collinsville, from the City sales tax and the City hotel/ motel tax, is estimated to have amounted to \$440,000, including \$290,000 attributable to net new spending by out-of-town visitors.

It is argued that the Total Impact figure should be the one considered. If the Gateway Center were not in Collinsville, people from Collinsville would have to travel to other cities for these events, taking their money with them.

### THREE-YEAR ECONOMIC AND FISCAL IMPACT

Economic and fiscal impact of the Gateway Center event activities in FYE 2014 and FYE 2015 are estimated using the same methodology and assumptions.

Table 4-9 summarizes the estimated economic and fiscal impact of the Gateway Center from FYE 2014 through FYE 2016.

**Table 4-9**

<b>Gateway Center, Collinsville, Illinois Economic and Fiscal Impact (in \$Millions)</b>			
<b>Economic Impact</b>	<b>FYE 2014</b>	<b>FYE 2015</b>	<b>FYE 2016</b>
Direct Spending	\$20.7	\$21.9	\$20.0
Indirect and Induced Spending	16.5	17.4	15.9
<b>Total Spending</b>	<b>\$37.2</b>	<b>\$39.3</b>	<b>\$36.0</b>
Increased Earnings	\$12.1	\$12.8	\$11.7
Employment (Full-Time Equiv. Jobs)	268	283	260
<b>Fiscal Impact</b>	<b>FYE 2014</b>	<b>FYE 2015</b>	<b>FYE 2016</b>
Sales Tax	\$1.6	\$1.7	\$1.5
Hotel/ Motel Tax	1.0	1.1	1.0
Food and Beverage Tax - District	0.1	0.1	0.1
<b>Total Tax Revenue</b>	<b>\$2.7</b>	<b>\$2.8</b>	<b>\$2.6</b>

Source: Gateway Center, Johnson Consulting

As shown in the table, the estimated direct, indirect, and induced spending, as well as increased earnings and employment have been substantial, exceeding \$36 million in total spending, \$11.7 million in increased earnings, 260 FTE jobs, and \$2.6 million in tax revenues in each of the fiscal years from FYE 2014 through 2016.

Table 4-10 summarizes the estimated economic and fiscal impact of the Gateway Center from FYE 2014 through FYE 2016 from out-of-town visitors only.

Table 4-10

Gateway Center, Collinsville, Illinois Net New Economic and Fiscal Impact (from Out-of-Town Visitors Only) (in \$Millions)			
Economic Impact	FYE 2014	FYE 2015	FYE 2016
Direct Spending	\$9.6	\$10.1	\$9.3
Indirect and Induced Spending	7.6	8.0	7.4
<b>Total Spending</b>	<b>\$17.2</b>	<b>\$18.2</b>	<b>\$16.6</b>
Increased Earnings	\$5.6	\$5.9	\$5.4
Employment (Full-Time Equiv. Jobs)	124	131	120
Fiscal Impact	FYE 2014	FYE 2015	FYE 2016
Sales Tax	\$0.8	\$0.8	\$0.74
Hotel/ Motel Tax	1.0	1.1	1.00
Food and Beverage Tax - District	0.03	0.03	0.02
<b>Total Tax Revenue</b>	<b>\$1.8</b>	<b>\$1.9</b>	<b>\$1.76</b>

Source: Gateway Center, Johnson Consulting

As shown in the table, the estimated net new direct, indirect, and induced spending, as well as increased earnings and employment, resulting from out-of-town visitors alone, have been significant. They have exceeded \$16.6 million in total spending, \$5.4 million in increased earnings, 120 FTE jobs, and \$1.76 million in tax revenues in each of the fiscal year from FYE 2014 through 2016.

Not calculated in the analysis is the major impact the Gateway Center has in helping create the nucleus of hotels around the intersection where the Center is located. The Gateway Center is responsible for much of the marginal business that these hotels enjoy. If the Center were not there, the hotels would perform worse or would not have been built. This in turn would negatively affect the ability of Collinsville to capture overflow business from St. Louis, attract large non-convention center based events like sporting tournaments and events held at the Speedway, etc.



CITY OF COLLINSVILLE

City Hall

125 South Center Street

Collinsville, IL 62234

**REQUEST FOR PROPOSAL**

**FOR THE DEVELOPMENT OF A CONVENTION CENTER STRATEGIC PLAN**



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# REQUEST FOR PROPOSALS

## 1. PURPOSE

The City of Collinsville (“The City”) has seen considerable growth in the hospitality market and is seeking a qualified, professional, and experienced consulting firm (“Consultant”) to provide services to complete a comprehensive analysis and develop a long-range strategic plan (or “vision”) for Gateway Center. Even though a major component of this effort is the development and enhancement of the convention center, this effort is also intended to help the City address and prioritize its role, as well as its needs regarding hotels, restaurants, retail and office campus development to aid the convention center, as well as the City of Collinsville. The study should also focus on what the future “niche” is for Gateway Center as well as how Gateway Center will compete in the evolving market place and become financially independent following the expiration of one its tax subsidies.

While no decisions have been made, the City is considering all options for maintaining and growing our market position within the competitive convention/trade show industry. The resulting Strategic Plan will provide the City a framework for the convention center and will address these specific aspects: an analysis of the market, industry trends, and supply/demand within the market; an assessment of the current facility and recommendations for future utilization; assessment of technology infrastructure and capital improvements; a financial analysis of current and projected revenue, debt, and expenses; an implementation strategy and a recommended Long Range Strategic Plan for Gateway Center.

The purpose of this project is to create a long-range vision for Gateway Center. The City will then use this vision to determine if other subsequent solicitations are needed to achieve each aspect of the strategic plan.

## 2. PROJECT GOALS

2.1 The goal of the Long-Range Strategic Plan is to articulate a comprehensive plan that will identify, formulate, and recommend a series of actions that address the future development and success of Gateway Center.

2.2 Recommendations should build on the completed tasks of this Scope of Work and take into consideration development patterns and growing trends.

### 3. BACKGROUND

#### *Gateway Center*

In the mid 1980's the State of Illinois made a sizable investment in the construction of public assembly facilities in various communities throughout Illinois. The state legislators' goals were to improve quality of life opportunities for its citizens and to spur economic development. As a result of this initiative, the Collinsville Metropolitan Exposition Auditorium and Office Building Authority was created. The Authority owns and operates Gateway Center.

Revenues that initially funded the construction, operation and promotion of Gateway Center were derived from the collection of a 5% hotel/motel tax, 1% food and beverage tax and all operating revenue collected from the use of Gateway Center.

The local development that has resulted from the construction of Gateway Center could hardly have been envisioned back in the mid 1980s when the idea to build a convention center first came about.

Now Gateway Center anchors the Eastport Plaza area, which has evolved into a viable hospitality business center, where it affords visitors and event participants the opportunity to meet, eat and sleep in one location.

In 1995, just shortly following Gateway Center's initial years in operation, the decision was made by the Authority to look at the feasibility of expanding Gateway Center. The Authority felt that the future of Gateway Center depended on its ability to bring larger events to the Center and provide more space to allow current customers to expand their business. This would in turn bring more people to the area that will spend more dollars at local hotels, restaurants, service stations, shops and attractions. For the reasons of business retention, missed opportunities and competitive considerations, two subsequent expansions of Gateway Center have come to fruition adding more than 45,000 square feet to the venue's original footprint.

The present day 105,000 gross square foot facility, has hosted as many as 624 events annually, and has attracted a variety of users from around the world.

#### *Gateway Center/Ownership*

The Collinsville Metropolitan Exposition, Auditorium and Office Building Authority is organized under a specific statute enacted by the Illinois Legislature, contained in the Illinois Revised Statutes, Illinois 70 ILCS 200/Civic Center Code, Article 60-Collinsville Civic Center.

The statute designates the Authority as a political subdivision, body politic and municipal corporation. The Authority was created under the State of Illinois; however, is legally separate and distinct from the State of Illinois and the City of Collinsville.

The Authority is a separate political subdivision and possesses statutory powers, including the power to sue and be sued in its own name to acquire and own property, both real and personal. It has the power to issue Revenue Bonds. It possesses the "state action exemption" granted to government bodies under the federal Anti Trust laws. The Authority does not have the power to tax.

## *Gateway Center/Present Day*

Center Management finds itself at a critical crossroads for several key reasons. Gateway Center's debt service has begun to escalate annually at an alarming rate, while tax subsidies available to service the debt remain fairly flat. As a result of this financial change, operating revenues are increasingly being relied on to support debt service.

When the State of Illinois initially invested in the construction of Gateway Center, there seemed to be no readily apparent plan for the long-term capital needs that the convention center would one day encounter. Although Gateway Center is subsidized locally there is little or no opportunity to create the necessary reserves for present and future capital replacements and improvements to keep the Center viable. As result of this financial limitation, Gateway Center has come to rely on Tax Increment Financing to fund high priority capital projects within recent years. Unfortunately, TIF District 1 is scheduled to expire in 2021; therefore, TIF funds will no longer be available to support the capital needs of the nearly 26-year-old convention center.

## **4. MARKET OVERVIEW**

Collinsville is part of the St. Louis metro area that includes: Franklin, Jefferson, Lincoln, St. Charles, Warren Counties and the City of St. Louis in Missouri and Clinton, Jersey, Madison, Monroe, and St. Clair counties in Illinois. Collinsville is located in Madison and St. Clair counties. Historically, approximately 40% of the facility users of Gateway Center come from the Madison and St. Clair county areas.

Gateway Center is located in the western section of the City of Collinsville in an area referred to as Eastport Plaza. This area is comprised of numerous restaurants, hotels and motels, a water park and family recreational complex. Office developments makes up the more recent types of businesses situated in this area.

Gateway Center is easily accessible from anywhere within the region and is surrounded by five major interstates and is located only 30 minutes from Lambert International Airport. Not only is Gateway Center just 10 minutes from the downtown St. Louis excitement, it is just minutes from numerous landmark attractions in southern Illinois.

## **5. FACILITY CHARACTERISTICS**

Gateway Center is the only free-standing convention center located south of Springfield in the State of Illinois. The 105,000 square foot multi-purpose facility has been the venue of choice for countless meetings, conventions, banquets, an array of public events, as well as trade and consumer shows. The facility is equipped with a 40,000 square foot, column-free exhibition hall, which can also serve as ten separate function spaces. The Center is also appointed with a beautiful banquet room totaling 4,745 square feet equipped with an adjoining Prefunction area consisting of a built-in bar and restroom facilities. Lastly, the convention center has a conference wing made up of four meeting rooms; two of these meeting rooms can be divided in half by acoustic floor to ceiling operable partitions. The facility also features a full-service kitchen, two box offices, an Espresso Café, permanent concession stand, Show Office and Coat Check Room.

Making up Gateway Center's team is Ovations, a national food service company and Audio Solutions, the venue's in-house audio/visual provider.

The convention center is a non-union facility but has an Open Dock Policy. Facility users have the opportunity to outsource many of their needs. Gateway Center is equipped with all of the exhibition equipment required to facilitate a trade or consumer show.

Parking at Gateway Center and all of its neighboring businesses is free.

## **6. COLLINSVILLE CHARACTERISTICS**

Collinsville embodies everything good about life in Southwestern Illinois: convenient location, small town cohesiveness, big city amenities, excellent real estate values; a strong economy, a working uptown area, quality schools and educational opportunities including access to numerous colleges and universities, a wide array of recreational and leisure opportunities, cultural events and homes to support a wide variety of contemporary and traditional lifestyles. Lifestyle is the heart and soul of a community, the common thread that binds together what a community offers as a place to live, work, visit and thrive. Our rich history and cultural diversity create a dynamic and colorful quality of life that is difficult to find in newer communities. In fact, Collinsville has a remarkable history of greatness that began more than 1,200 years ago with the phenomenal rise of the mighty Mississippian Indian community of Cahokia on land that is now part of Collinsville, including our beautiful bluffs. The city that grew around Cahokia Mounds became one of the largest and most important cultural centers of our world by A.D. 1100, attracting people from hundreds of miles around to live and prosper. Today's Collinsville has risen in the same location to become another important regional population and economic center. We stand proudly as a forward-moving community with vibrant roots that go back for generations. We have made significant efforts to preserve our homes, businesses, neighborhoods and traditions. Our residents enjoy a small town atmosphere filled with diverse neighborhoods and many rich traditions. We all live within ten Interstate highway miles from downtown St. Louis and its wealth of employers, cultural attractions and recreational amenities

## 7. REQUESTED SCOPE OF WORK

Contractor is requested to complete a comprehensive analysis and develop a long-range strategic plan for the Gateway Center. The study phases and tasks are to include the following. The City will reserve the option to cease the engagement at the conclusion of any of the phases, pending the presentation/discussion of associated findings at the conclusion of each phase.

### Phase 1: Market Analysis

- Task 1. Study Kickoff & initial Project Planning
- Task 2. Local Market Conditions & Visitor Industry Assessment
- Task 3. Industry Trends Review
- Task 4. Competitive/Comparable Center & Destination Analysis
- Task 5. Gateway Center Positioning/Operations Analysis
- Task 6. Market Surveys

### Phase 2: Strategic Recommendations

- Task 1. Gateway Center Supportable Program Analysis
- Task 2. Gateway Center Business Plan Analysis
- Task 3. Strategic Recommendations

### Phase 3: Cost/Benefit Analysis

- Task 1. Event/Use Levels Analysis
- Task 2. Preliminary Development Costs Evaluation
- Task 3. Financial Operations Analysis
- Task 4. Economic Impacts Analysis

### Phase 4: Funding & Implementation Strategy

- Task 1. Funding Analysis
- Task 2. Implementation Plan

### Phase 5: Hotel Study

- Task 1. Market Analysis
- Task 2. Supply and Demand Analysis
- Task 3. Financial Projections
- Task 4. Public/Private Transaction Assistance

A description of the requested scope of services by task is provided on the following pages.

## Phase 1: Market Analysis

The purpose of this phase is to conduct a comprehensive analysis of the market demand, positioning and potential for the Gateway Center. This phase will include assessment of the Gateway Center's product offerings and historical performance, as well as the supporting visitor industry infrastructure present in the Collinsville destination. Surveys of past, current and potential future events will be important in framing current market capture and opportunities for future growth.

### *Task 1. Study Kickoff & Initial Project Planning*

- Work with the City and other stakeholders to establish the specific project goals and timeframe. An initial planning meeting will take place in Collinsville to collect pertinent project data and coordinate a project workplan.
- During this initial visit, conduct interviews with key City and Center officials, as well as other key visitor industry groups/representatives. These meetings will focus on obtaining information and evaluating conditions with regard to local market characteristics, facility needs and the opportunities that future investment in the public assembly facility and hospitality sector may represent.
- Review existing Center and community data, and visit key existing convention and visitor industry amenities.

### *Task 2. Local Market Conditions & Visitor Industry Assessment*

- Define and evaluate the local market characteristics of the Collinsville destination, as well as its existing convention and hospitality infrastructure, programs and funding support. Evaluate socioeconomic/demographic attributes, as well as the primary components of a successful convention destination package and those issues that impact destination appeal and visitation levels, in order to assess the area's ability to support added convention, exhibition, meeting, special event, sports, entertainment and other visitor-oriented activity.
- Characteristics to be evaluated as part of this analysis step include the following:
  - committable, convention-quality hotel properties and guest rooms;
  - existing/planned convention, conference, exposition, arena, spectator, event, entertainment and hotel facilities in the local area;
  - hotel cost structures;
  - destination marketing efforts, programs and funding (through Chamber/CVB, Gateway Center and other organizations/programs);
  - Tax rates, collections and uses (both hospitality industry taxes and other taxes/assessments);
  - key demographic and socioeconomic characteristics and trends, such as population, disposable income, retail sales, entertainment spending, corporate base and other such indicators;
  - proximity issues to major metropolitan markets;
  - academic institution presence and characteristics;
  - air, rail, ground transportation and shuttle access;



- entertainment offerings and attractions;
- key community resources; and
- other such characteristics.
- Further, as the information is available, collect and review data associated with existing local convention, exposition, civic, sports, entertainment and other such event facilities, including facilities offered within area hotels. Information to be collected and analyzed will include, but will not be limited to, the following:
  - existing convention, conference, civic, exhibition, meeting and event center physical components, configuration and related issues;
  - event characteristics (type, number, length of stay, origination of attendees);
  - square footage and occupancy/utilization by type of space;
  - event seasonality;
  - lost business information;
  - rental and service rates;
  - operating revenues and expenses; and
  - capital improvements and long-term facilities planning data.

### *Task 3. Industry Trends Review*

- Evaluate and discuss trends impacting the convention and visitor industries, including changing demand for event space, technological amenities, hotel availability, service levels and other such characteristics.
- Assess trends in nationwide and applicable regional supply/demand issues, economic conditions and travel costs.
- Evaluate trends in event, planner, exhibitor and delegate needs, requirements and preferences with regard to destinations, facilities, amenities and service.
- Evaluate how the Collinsville destination may be impacted by emerging industry trends and summarize the potential impact on potential investment in Center expansion/improvement and/or visitor industry infrastructure.

### *Task 4. Competitive/Comparable Center & Destination Analysis*

- Assemble and review the operational and physical characteristics of existing and planned facilities in the region that do, and could, compete with the Gateway Center. Also, evaluate convention facilities around the country that may offer some element of comparable insight, focusing on identifying and analyzing facilities in markets similar to Collinsville.
- The types of data that should be assembled for comparable and competitive projects include:
  - facility type and marketing focus;
  - exhibit, meeting, ballroom and multipurpose space and capacities;
  - fixed and temporary seating components;
  - future expansion plans;
  - layout, staging and design features;
  - event characteristics (levels, attendance, utilization, future bookings, etc.);
  - ancillary services and amenities;
  - operating revenues and expenses;

- rental terms;
- available parking;
- area demographics;
- hotel availability, quality and proximity to the facility;
- visitor industry tax rates (i.e., hotel/motel tax);
- convention and visitor bureau marketing resources;
- location characteristics and transportation access; and
- other such characteristics.
- Develop case studies concerning comparable facilities in similar destinations to Collinsville to address the respective facilities' level of use, rates, financing, source of public subsidies, size and operating expense, as well as other key facility/destination information.

#### *Task 5. Gateway Center Positioning/Operations Analysis*

- Conduct an analysis of the overall operational characteristics of the existing Gateway Center, with the goal of understanding the existing resources within the available exhibit, ballroom, breakout meeting and other event support space and its overall market positioning and historical performance. As the information is available, data collected and reviewed will include, but will not be limited to:
  - Facility physical components, configuration, functionality, amenities and related issues and how they relate to potential future needs;
  - Event characteristics, including number of events, utilization days, space used by area, attendance and other past, current and future booking statistics;
  - Square footage and occupancy by type of space and type of event;
  - Event seasonality;
  - Information on “lost” business;
  - Governance/oversight/organizational structure/staffing levels;
  - Strategic marketing/promotion partnerships;
  - Provision of services and key agreements with vendors;
  - Key policies and procedures (i.e., rental rates, booking and discounting policies, etc.);
  - Operating revenues and expenses;
  - Capital improvements and long-term facilities planning data; and
  - Physical and functional detail pertaining to key areas of event and exhibitor service provision such as food service, AV/technology, etc.

#### *Task 6. Market Surveys*

- Conduct primary market research specific to the Gateway Center and the Collinsville destination. Specifically, in addition to in-person interviews and/or focus groups conducted during the kickoff visit, conduct surveys with a sample of past, existing and potential Gateway Center users (i.e., event planners).
- Event segments that may be surveyed include, but are not limited to:
  - Conventions;
  - Conferences;

- Tradeshows;
- Meetings;
- Public/consumer shows;
- Corporate events;
- Academic-oriented events;
- Banquets/receptions;
- Entertainment/spectator events;
- Sports/recreation uses;
- Civic/cultural events; and
- other such events.
- Indicate anticipated survey approach in terms of:
  - type of survey instrument (i.e., telephone, email, web-based, intercept, mail, other, etc.);
  - target survey audience(s);
  - anticipated completed survey counts; and
  - specific examples of the types of topics/information to be obtained through the survey process.

## **Phase 2: Strategic Recommendations**

The purpose of this phase is to synthesize findings of the previous phase to analyze and translate market demand and opportunities into a market supportable facility program for the Gateway Center. The phase will also outline appropriate expansion/improvement options (if any), as well as other Gateway Center-oriented or visitor industry-oriented infrastructure, policy, and/or marketing initiatives that would be expected to enhance the Gateway Center's competitiveness and performance, as well as its ability to positively impact the convention and visitor industry in Collinsville.

### *Task 1. Gateway Center Supportable Program Analysis*

- Prepare an analysis of the market supportable facility building program for the Gateway Center, based on market demand and related data developed as part of the previous phase. Balance the importance of matching the size of the facility with existing/anticipated future market conditions, financing/budgetary considerations, and economic impact-generating and local needs ability of the potential expanded/improved Gateway Center. The analysis should focus on:
  - exhibit, meeting, ballroom and multipurpose space;
  - fixed and temporary seating levels;
  - size of support space and other functional areas;
  - size and type of concession/kitchen space;
  - food service areas;
  - amount and type of other revenue-producing areas;
  - space configuration and aesthetic features;
  - theme/brand possibilities;
  - storage space and other such supporting infrastructure needs;
  - possibilities for future expansion; and
  - important technological and other amenities.

- Identify any external factors that could significantly affect the ability of a potentially expanded/improved Gateway Center to maximize its potential. Factors to be identified include:
  - availability of quality, committable hotel rooms;
  - parking needs;
  - transportation infrastructure/accessibility;
  - proximity to restaurants, retail, nightlife and other amenities/attractions;
  - event attendee transportation within the area; and
  - other such characteristics.
- Should any existing complementary facilities/amenities/infrastructure be deemed inadequate, conduct a preliminary assessment of such items/issues and discuss potential methods of facilitating their development/creation, including incentivizing private sector participation and/or creative public/private partnerships to enhance the visitor industry infrastructure to adequately support any future Gateway Center product investment. These will be further evaluated in a subsequent task.

## *Task 2. Gateway Center Business Plan Analysis*

- Based on industry best practices, discuss pertinent issues as they relate to the existing Gateway Center and a potential expanded/improved product, including, but not limited to, physical characteristics and amenities, market positioning, marketing opportunities and challenges, fit within the greater destination/marketplace, management options, operational issues, marketing and operational synergy among other site/property elements, and other such items.
- Conduct benchmarking and best practices analysis of similar convention center facilities throughout the country, with a focus on facilities of comparable size and/or in similar destinations. Results should be summarized allowing for comparisons with existing and potential conditions in Collinsville. Benchmarking comparison data could include the following:
  - event coordination policies;
  - operating and maintenance policies;
  - types of services provided in-house versus contracted versus open-vendor;
  - terms of the agreements for contracted services;
  - reporting structure for contracted services;
  - overall organizational structure with staffing levels, including required skills and functions;
  - marketing structures for the facility, public sector, CVB (destination marketing organization), and other stakeholders, highlighting the formal and informal relationships between each;
  - marketing budgets and focus;
  - event and attendance levels by type of event;
  - recent year financial performance of the facility;
  - size and type of sellable space; and,
  - other such characteristics or special features.
- Outline the core parameters of a management and operating plan that is deemed most appropriate for the Gateway Center, based on industry best practices and the assessment of the unique attributes of the project. Consideration should be made pursuant to the market supportable program previously indicated and

recommendations that are designed to improve the marketability, visitor/economic impact generating capability/effectiveness, and operating efficiency of the Gateway Center, including cost containment and revenue enhancement.

- Outline a set of strategic opportunities designed to enhance the operating structure and resultant performance of the Gateway Center to best protect City and other stakeholder priorities and integrate efficiencies that may be available. We will also analyze the strengths, weaknesses, opportunities and challenges of identified strategic enhancement options as they relate to the Gateway Center.

Recommendations for any indicated core adjustments should consider:

- governance/oversight,
- day-to-day operations,
- staffing,
- strategic marketing/promotion partnerships,
- method of provision of services (in-house, exclusive vendor, preferred vendors, open vendor policy, etc.),
- general FF&E needs,
- booking and discounting policies, and
- other such items.

### *Task 3. Strategic Recommendations*

- Develop a preliminary, prioritized set of strategic opportunities/initiatives related to the Gateway Center (physical product and business plan/operations) and visitor industry-oriented infrastructure, policy, and/or marketing initiatives that would be expected to enhance the Gateway Center's competitiveness and performance, as well as its ability to positively impact the convention and visitor industry in Collinsville. These could include new hotel products and other visitor industry infrastructure (under public/private partnership funding models or other incentivized or coordinated process via the City or other public sector entity).
- Working in coordination with the City, develop specific development/initiative scenarios for further analysis in subsequent study phases.

## **Phase 3: Cost/Benefit Analysis**

The purpose of this phase is to estimate the key costs and benefits (upfront, ongoing and cumulative) associated with agreed upon scenarios generated under the previous phase of study. Up to three (3) potential strategic recommendation scenarios could be requested for analysis.

### *Task 1. Event/Use Levels Analysis*

- For each of the strategic scenarios, estimate the level and characteristics of events and activities that could be attracted to and retained at the Gateway Center over a 10-year projection period, including a stabilized year of operations. Measures of event demand should include:
  - event levels by event segment;
  - potential attendance (including visitor) levels by activity or use;

- origin of attendees/exhibitors (i.e., local vs. non-local) and associated traffic levels;
- length of event data;
- facility space and functionality requirements (exhibit, meeting, banquet, seating, staging, technology, etc.) by event type;
- hotel requirements;
- parking requirements; and
- seasonality data.

#### *Task 2. Preliminary Development Costs Evaluation*

- Generate preliminary, order-of-magnitude construction cost estimates for each of the identified strategic scenarios (if they include an expanded/improved Gateway Center). The cost estimates should focus on per-unit data adjusted for conditions in the Collinsville area and cost data of comparable facilities modified for time and locations.
- Working with the City and other key stakeholders, develop preliminary, agreed upon development/investment/implementation cost estimates associated with other non-Gateway Center strategic initiatives within each scenario. Should these initiatives include one or more new hotel products (under a public/private partnership funding model), associated costs would be more fully defined under a potential Phase 5 of this study effort.

#### *Task 3. Financial Operations Analysis*

- Prepare a financial operating analysis over a 10-year period for the Gateway Center under each of the identified scenarios. Specifically, develop a computer-based model incorporating comparable facility data, historical Gateway Center operations, and the estimated levels of event utilization and attendance derived from the market analysis in order to develop estimates with regard to facility operating revenues and expenses.
- Estimate line item revenues, including rental, food service, event service, parking, advertising and sponsorship revenues, and other such sources. Estimate line items expenses, including salaries (permanent and event driven staff costs), utilities, maintenance, supplies, insurance, contract service costs and others.
- Work with the City and project leaders to develop other non-operating revenue/expense assumptions associated with each of the scenarios, in order to provide initial estimations of the financial return/risk structures associated with the project under each scenario.

#### *Task 4. Economic Impact Analysis*

- Estimate the economic and fiscal (tax) impacts associated each of the identified scenarios, emphasizing the incremental impacts associated with expansion/improvement of the Gateway Center and other recommended strategic initiatives.

- Develop estimates of total incremental visitation to the Collinsville area generated as a result of the scenarios. Apply appropriate per-visitor spending estimates using industry data adjusted to the local area. Segment the resulting visitor spending levels by industry and event type over a 10-year projection period.
- At a minimum, estimates should include the following metrics (or reasonable analogs):
  - Direct spending
  - Indirect/induced spending
  - Personal earnings/income
  - Employment (jobs)
  - Hotel room nights
  - Tax revenue (by type)
- Conclude by summarizing costs and benefits through providing a comparison of key estimated costs and benefits associated with each of the scenarios.

#### **Phase 4: Funding & Implementation Strategy**

The purpose of this phase is to analyze funding alternatives and to develop an implementation strategy for one or more courses of action.

##### *Task 1: Funding Analysis*

- Identify and summarize typical funding sources used throughout the country and the region for convention center and visitor industry initiatives comparable to the identified scenarios.
- Generate funding case studies of comparable and creative approaches utilized elsewhere that could merit consideration in Collinsville.
- Investigate and coordinate with City, Gateway Center and other local stakeholders various funding opportunities available locally. Consider public/private partnership opportunities. Focus on both financing mechanisms and the project revenue sources that could be used to partially fund facility development, initiative execution, and/or ongoing operations.
- Evaluate current Gateway Center and Collinsville destination marketing funding structure and recommend whether specific adjustments/enhancements are necessary and what the appropriate mechanisms/sources should be.
- Should a public/private partnership be involved, recommend a potential structure/model and any key agreement, development, marketing and operational issues that should be considered to protect the needs of community and/or public sector partner.

##### *Task 2. Implementation Plan*

- Based on entirety of the study effort, develop an implementation plan that communicates and delineates:
  - goals, objectives and rationale
  - product/initiative elements

- phasing and milestones
- recommendations for next/additional planning steps
- responsibilities by stakeholder/partner
- funding sources and uses
- cost/benefit estimates
- measurement tools for ongoing return-on-investment
- Prepare a written draft report with this implementation plan and a detailed summary of all study methods, research, analysis, findings and conclusions. Consider suggested revisions and deliver a final report.
- In addition to the written and electronic report, deliver in-person oral presentations to the City and other key stakeholder groups.

## **Phase 5: Hotel Study**

Should a new hotel project be indicated in previous phases as strategic opportunity, the City could direct the Contractor to complete a hotel study. Should a public/private partnership model involving a new hotel represent one of the scenarios, this analysis would be critical in generating market, financial and valuation estimates for the subject hotel property. These estimates are necessary for the City to fully understand the “feasibility gap”, which corresponds to the approximate contribution that would be required by the City or other third parties to make the targeted project attractive to private hotel investors. The hotel study should include the following elements:

### *Task 1. Market Analysis*

- Evaluation of macroeconomic trends and local economic indicators, such as:
  - Population growth
  - Income statistics
  - Unemployment trends
  - Real estate development trends
- Quantify and analyze recent trends in variables generally correlated with lodging demand in the market, as applicable:
  - Office statistics
  - Airport statistics
  - Convention statistics
- Develop conclusions about the directional trends of key economic indicators that influence the lodging industry.
- Define the existing set of competitive hotels in the area.
- Estimate occupancy and average daily rate of each hotel in the defined competitive set.
- Identify and evaluate proposed new competitors in the market area and the resulting impact on occupancies and average rates.
- Estimate demand segmentation of accommodated demand (i.e., percentage of business, leisure, and meeting/group activity).
- Analyze un-accommodated demand related to local sell-out patterns.



- Evaluate potential induced demand from any proposed major developments in the area.
- Define a hotel development program, including:
  - Number and size of rooms by type.
  - Number, size and total square feet of event space.
  - Food and beverage facilities.
  - Amenities package, price-point and service levels appropriate for a hotel.
  - Parking requirements.
  - Desirable brands best suited for any identified location(s).

*Task 2. Financial Projections and Feasibility Gap Analysis*

- Prepare a financial operating analysis for the proposed hotel. Develop a computer-based model to assess foundational performance metrics for the project including average daily rate (ADR) by market segment, average occupancy rate by segment, and the resulting operating revenue generated by the project.
- Combine with a thorough expense analysis to prepare five, ten- and twenty-year projections of net income for the project. Assess cash flow available for debt service and income taxes.
- Work with the City and other potential participants to arrive at project cost scenarios. Prepare a financing gap analysis to determine the level of public support required to provide a sufficient private sector return-on-investment.

*Task 3. Public/Private Transaction Assistance*

- Provide assistance and planning associated with a potential public/private partnership transaction, including solicitation, evaluation, negotiation, and contracting of an appropriate private partner and associated agreements.

**8. SUBMITTAL REQUIREMENTS**

Proposals should be prepared in accordance to the following:

1. Provide a cover letter outlining your interest in the project, your understanding of the requested scope of work, your experience with comparable projects of this nature, identification of the firm (or firms and/or subcontractors).
2. Provide summary of your firm's experience and expertise with studies of this nature.
3. Provide resumes of key individuals that will be assigned to the project and their respective roles.
4. Provide a narrative detailing your proposed approach and scope of services designed to address all of the requested elements outlined within this RFP.

5. Describe how you see your firm as uniquely qualified and better than your competition for this project.
6. Identify the project staff who would be assigned to this project and indicate which team members will be the project point of contact, who will be responsible for project oversight/recommendations, and who will be participating in site visits and delivering presentations.
7. Provide a timeline for completion by Phase.
8. Provide a detailed fee schedule by Phase for the proposed scope of work. Include not-to-exceed fee and expense estimates by Phase. Indicate number of assumed visits by Phase.
9. Provide a minimum of four (4) references for projects of similar scope, including current contact names, email addresses and phone numbers.

## 9. RFP TIMETABLE

The anticipated schedule for this RFP and contract approval is as follows:

RFP Issued	January 22, 2016
Deadline for Receipt of Questions	February 10, 2016
Deadline for Receipt of Proposals	February 17, 2016 at 2:00 p.m.
Evaluation Committee Meeting	February 2016
Contract Negotiations/Project Contract Start Date	March 2016

## 10. PROSOSALS SUBMISSION

Complete proposals must be received no later than 2:00 p.m. on February 17, 2016. Proposals may be submitted electronically via email to Leah Joyce at the following email address – [ljoyce@collinsvilleil.org](mailto:ljoyce@collinsvilleil.org) and/or by mail to the following address:

Attn: Ms. Leah Joyce  
 Uptown Coordinator/Acting Economic Development Director  
 City of Collinsville  
 125 South Center Street  
 Collinsville, IL 62234

Proposals must be submitted to Leah Joyce in a sealed envelope stating on the outside the proposer's name, address, telephone number and labeled Convention Center Strategic Plan. Only emailed and mailed proposals will be considered.

The responsibility for submitting a response to this RFP to the City of Collinsville on or before the stated time and date will be solely and strictly that of the proposer. The City will in no way be responsible for delays caused by the U.S. Post Office or caused by any other entity or by any occurrence. Responses received after the RFP due date and time will not be accepted and will not be considered.

## **12. CONTACT PERSON/ADDITIONAL INFORMATION/ADDENDA**

The contact person for this RFP is Leah Joyce, who may be reached by phone at (618) 346-5200 ext. 1140 or email at [ljoyce@collinsvilleil.org](mailto:ljoyce@collinsvilleil.org). Communications between Proposer, bidder, consultant and the project contacts are limited to matters of process or procedure.

Requests for additional information or clarifications must be made in writing to the attention of Leah Joyce. Email requests are acceptable. Please send all questions to Leah Joyce no later than the dates specified in the RFP timetable.

The City of Collinsville and/or Gateway Center will issue replies to inquiries and any other corrections or amendments, as it deems necessary, in written addenda issued prior to the deadline for responding to the RFP. Proposers should not rely on representations, statements, or explanations, other than those made in this RFP or in any written addendum to this RFP. Proposers should verify with the City of Collinsville prior to submitting a proposal that all addenda have been received.

## **14. MODIFICATION/WITHDRAWALS OF PROPOSALS**

A Proposer may submit a modified Proposal to replace all or any portion of a previously submitted Proposal up to the Proposal due date and time. Modifications received after the Proposal due date and time will not be considered.

Proposals shall be irrevocable until contract award unless withdrawn in writing prior to the Proposal due date or after expiration of 90 days from opening of Proposals without a contract award. Letters of withdrawal received after the Proposal due date and before said expiration date and letters of withdrawal received after contract award will not be considered.

## **15. RFP POSTPONEMENT/CANCELLATION REJECTION**

The City of Collinsville may, at its sole and absolute discretion, reject any and all, or parts of any and all, proposals; re-advertise this RFP; postpone or cancel, at any time, this RFP process; or waive any irregularities in this RFP, or in any Proposals received as a result of this RFP.

## **16. COSTS INCURRED BY PROPOSERS**

All expenses involved with the preparation and submission of Proposals, or any work performed in connection therewith, shall be the sole responsibility (and at the cost and expense) of the Proposer and shall not be reimbursed by the City of Collinsville.

## **17. EXCEPTIONS TO RFP**

Proposers must clearly indicate any exceptions they wish to take to any of the terms in this RFP, and outline what alternative is being offered. All exceptions and alternatives shall be included and clearly delineated, in writing, in Proposer's submittal response. The City of Collinsville, at its sole and absolute discretion, may accept or reject any or all exceptions. In cases in which exceptions are rejected, the City of Collinsville shall require the Proposer to comply with the particular term and/or condition of the RFP which Proposer takes exception to (as said term and/or condition was originally set forth on the RFP).

## **18. SUNSHINE LAW**

Proposers are hereby notified that all Proposals including, without limitation, any and all information and documentation submitted therewith, will be available for public inspection after opening of Proposals, in compliance with the Illinois Freedom of Information Act.

## **19. NEGOTIATIONS**

The City of Collinsville reserves the right to enter into further negotiations with the top-ranked Proposer and/or successful Proposer. Notwithstanding the preceding, the City of Collinsville is in no way obligated to enter into a contract with the top-ranked and/or successful Proposer in the event parties are unable to negotiate a contract.

## **20. OBSERVANCE OF LAWS**

Proposers are expected to be familiar with, and comply with, all Federal, State, County, and local laws, ordinances, codes, rules and regulations, and all orders and decrees of bodies or tribunals having jurisdiction or authority which, in any manner, may affect the services and/or project contemplated by this RFP. Ignorance of the law(s) on the part of the Proposer will in no way relieve it from responsibility for compliance.

## **21. DEFAULT**

Failure or refusal of the successful Proposer to execute a contract following award by the City Council, or untimely withdrawal of a Proposal before such award is made and approved, may result in

forfeiture of that portion of any surety required as liquidated damages to the City of Collinsville. Where surety is not required, such failure may result in a claim for damages by the City of Collinsville.

## **22. PROPOSER'S RESPONSIBILITY**

Before submitting a Proposal, each Proposer shall be solely responsible for making any and all investigations and examinations, as it deems necessary, to ascertain all conditions and requirements affecting the full performance of the contract. Ignorance of such conditions and requirements, and/or failure to make such investigations and examinations, will be relieve the Proposer from any obligation to comply with every detail and with all provisions and requirements of the contract, and will not be accepted as a basis for any subsequent claim whatsoever for any monetary consideration on the part of the Proposer.

**CITY OF COLLINSVILLE  
REQUEST FOR PROPOSAL  
FOR THE DEVELOPMENT OF CONVENTION CENTER STRATEGIC PLAN  
(RESPONDENT'S PROPOSAL INFORMATION)**

*Please complete the following form and submit as part of your firm's proposal.*

Company/Firm Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Exhibit B**

**FEE**

Per our understanding and approach provided in Section 4, we propose the following fee schedule.

**Price  
Proposal  
Convention Center Strategic Plan**

<b>Task</b>	<b>Fees</b>
<b>Work Program</b>	
<b>PHASE 1 - MARKET PERSPECTIVE &amp; PROGRAM VALIDATION</b>	<b>\$10,000</b>
<b>PHASE 2 - STRATEGIC RECOMMENDATIONS</b>	<b>\$14,000</b>
<b>PHASE 3 - COST / BENEFIT ANALYSIS</b>	<b>\$12,000</b>
<b>PHASE 4 - FUNDING AND IMPLEMENTATION STRATEGY</b>	<b>\$12,000</b>
<b>Total Anticipated Fee Budget</b>	<b>\$48,000</b>
<b>Maximum Expense Budget</b>	<b>\$4,800</b>
<b>Total Fixed Project Budget</b>	<b>\$52,800</b>
<b>PHASE 5 - HOTEL STUDY (OPTIONAL)</b>	<b>\$15,000</b>



City of Collinsville  
*Economic Development Commission*

October 19, 2016

Honorable Mayor & City Council  
City of Collinsville  
125 South Center Street  
Collinsville, IL 62234

Dear Mayor and Members of the City Council:

The Economic Development Commission wishes to express its support for the Gateway Center proposal seeking TIF funds for the preparation of a Long Range Strategic Plan.

The success of Gateway Center has an enormous impact on Collinsville's economy. A clear development strategy for making the convention center financially independent and competitive in the long term will have a positive effect on surrounding businesses and on Collinsville as a whole. The market information and strategy provided by this plan will also help the City refine and prioritize its role in the development and success of Gateway Center.

The Commission supports Gateway Center's development of a Long Range Strategic Plan and encourages the City Council to approve their request for TIF funds for the benefit of current businesses and future development in the City of Collinsville.

Sincerely,

A handwritten signature in cursive script that reads "Kevin Weinacht".

Kevin Weinacht, Chairman  
Economic Development Commission





## COLLINSVILLE CHAMBER OF COMMERCE

October 19, 2016

Mayor John Miller & Council  
City of Collinsville  
125 S. Center  
Collinsville, IL 62234

Dear Mayor & Council,

The Collinsville Chamber of Commerce supports the use of TIF dollars to conduct a study for a Gateway Center's Long Range Strategic Plan. We make this recommendation with anticipation that the TIF 1 will sunset in a few years and know that the TIF funding has been necessary to help the Center fund capital improvements. A strategic plan is necessary to determine a way to fund capital improvements in the future and make Gateway Center a sustainable entity and continue to be an economic driver for Collinsville.

Gateway Center is the catalyst that drives Collinsville's tourism's industry. Our community hotels, restaurants and attractions depend on Gateway Center for their existence. The tourism industry in Collinsville generates not only jobs and amenities for Collinsville residents, but is a very large contributor to the Collinsville tax base.

The Collinsville Chamber of Commerce supports Gateway Center's development of a Long Range Strategic Plan and encourages the City Council to approve TIF funds for the study.

Sincerely-

Wendi Valenti  
Executive Director  
Collinsville Chamber of Commerce

# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Motion to Approve Payment of Bills for the Period Ending February 3, 2017 in the Amount of \$895,509.27

**STRATEGIC PLAN GOAL:** Goal # 7 – Financial Stewardship and Sustainability

**BACKGROUND:**

Individual check run amounts are as follows:

January 27, 2016	\$511,413.54
February 1, 2017	\$75,000.00
February 3, 2017	<u>\$309,095.73</u>
	\$895,509.27

**RECOMMENDATION:**

The Director of Finance recommends approval of the Motion to Approve Payment of Bills for the Period Ending February 3, 2017 in the Amount of \$895,509.27.

**ITEM SUBMITTED BY:** Tamara Ammann, Director of Finance

**ATTACHMENTS:** Board Lists

**Board Listing**  
For Meeting Dated 02/13/17

List #394

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
A-ROD SHOP	Invoice: 2341	01-41-10-5130 #25 CATLYTC CNVTR	01/12/17 \$874.69	01/27/17	\$874.69
Vendor Total for: A-ROD SHOP		(Fiscal YTD Payments: \$0.00)			\$874.69
AAIM TRAINING AND CONSULTING LLC	Invoice: 23181	01-15-00-5490 JG: BACKGRD CHECK 01-15-00-5490 CB: BACKGRD CHECK	11/30/16 \$54.00 \$54.00	01/27/17	\$108.00
Vendor Total for: AAIM TRAINING AND CONSULTING LLC		(Fiscal YTD Payments: \$162.00)			\$108.00
AMERICAN RESPONSE VEHICLES INC.	Invoice: 5135	CNCL APPROVED 07/25/16, ORD 16-64 28-00-00-8403 2016 GM AMBULANCE	01/03/17 \$196,361.00	01/27/17	\$196,361.00
Vendor Total for: AMERICAN RESPONSE VEHICLES INC.		(Fiscal YTD Payments: \$0.00)			\$196,361.00
AMMANN, TAMARA	Invoice: 01/17 CHAMBER	REIMBURSE CHAMBER OF COMMERCE LUNCH 01-50-00-5620 TA: CHAMBER LUNCH	01/11/17 \$10.00	01/27/17	\$10.00
Vendor Total for: AMMANN, TAMARA		(Fiscal YTD Payments: \$0.00)			\$10.00
ARNOLD, FRANK	Invoice: 01/17 ACLS	REIMBURSE 01/19/17 ACLS CLASS 01-31-10-5630 FA: ACLS CLASS	01/12/17 \$145.00	01/27/17	\$145.00
Vendor Total for: ARNOLD, FRANK		(Fiscal YTD Payments: \$0.00)			\$145.00
BEELMAN LOGISTICS LLC	Invoice: 526425	BOL #400033324 52-43-30-6560 26.52T QUICKLIME	01/12/17 \$535.44	01/27/17	\$535.44
Vendor Total for: BEELMAN LOGISTICS LLC		(Fiscal YTD Payments: \$1,018.59)			\$535.44
BOERM, JON BRETT	Invoice: 01/17 SHOES	REIMBURSE SHOES, BELT 01-20-00-4710 JB: SHOES, BELT	01/17/17 \$154.38	01/27/17	\$154.38
Vendor Total for: BOERM, JON BRETT		(Fiscal YTD Payments: \$0.00)			\$154.38

**Board Listing**  
For Meeting Dated 02/13/17

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
BOUND TREE MEDICAL, LLC					
	Invoice: 82367188		01/03/17	01/27/17	\$327.63
		01-31-10-6520 GLOVES	\$212.64		
		01-31-10-6520 LANCETS	\$77.99		
		01-31-10-6520 GAUZE	\$37.00		
Vendor Total for: BOUND TREE MEDICAL, LLC			(Fiscal YTD Payments: \$.00)		\$327.63
BROOKS & ASSOCIATES, INC.					
	Invoice: 77720770		01/16/17	01/27/17	\$602.83
		52-43-30-6120 LIME FEEDER BELT	\$602.83		
Vendor Total for: BROOKS & ASSOCIATES, INC.			(Fiscal YTD Payments: \$.00)		\$602.83
BRUSKE PRODUCTS					
	Invoice: 22484		01/09/17	01/27/17	\$53.29
		01-41-10-6540 SQUEEGEE, HANDLE	\$53.29		
Vendor Total for: BRUSKE PRODUCTS			(Fiscal YTD Payments: \$.00)		\$53.29
BUTCH ASHMANN EXCAVATING, INC.					
	Invoice: ORD3972-182		01/15/17	01/27/17	\$795.00
		01-34-00-5930 RENT,GARAGE & W&S	\$795.00		
Vendor Total for: BUTCH ASHMANN EXCAVATING, INC.			(Fiscal YTD Payments: \$.00)		\$795.00
CARD SERVICES					
	Invoice: 12/16		12/28/16	01/27/17	\$259.76
		01-20-00-6520 FIRST AID KITS	\$84.12		
		01-20-00-6520 CTZN ACDMY ICE	\$2.78		
		01-20-00-6520 TAX	\$.23		
		01-20-00-6520 CTZN ACDMY CAKE	\$34.50		
		01-20-10-6520 TRIPODS, SD CARDS	\$138.13		
Vendor Total for: CARD SERVICES			(Fiscal YTD Payments: \$.00)		\$259.76
CARD SERVICES					
	Invoice: 12/16		12/28/16	01/27/17	\$27.48
		01-10-00-5620 JM: ILCMA LUNCH	\$27.48		
Vendor Total for: CARD SERVICES			(Fiscal YTD Payments: \$.00)		\$27.48

**Board Listing**  
For Meeting Dated 02/13/17

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
CARD SERVICES					
	Invoice: 12/16		12/28/16	01/27/17	\$311.72
		01-15-00-6520 GL: RETIRMNT CAKE	\$30.89		
		01-15-00-6520 RB: RETIRMNT CAKE	\$30.89		
		01-13-00-6520 CNCL MTG REFRSHMT	\$22.76		
		01-10-00-5370 MTG BCKUP STORAGE	\$19.99		
		01-13-00-5620 MB: INTRVW LUNCH	\$21.23		
		01-13-00-5630 MB: CELL PHN WBNR	\$149.00		
		01-13-00-5620 MB: WEINACHT LNCH	\$36.96		
Vendor Total for: CARD SERVICES			(Fiscal YTD Payments: \$.00)		\$311.72
CARD SERVICES					
	Invoice: 12/16		12/28/16	01/27/17	\$462.04
		01-30-00-5630 RD: GRANT WRITING	\$455.00		
		01-30-00-4710 KE: DRY CLN SHRTS	\$7.04		
Vendor Total for: CARD SERVICES			(Fiscal YTD Payments: \$.00)		\$462.04
CARD SERVICES					
	Invoice: 12/16		12/28/16	01/27/17	\$196.80
		01-20-10-5630 WJ: SPI EXAM FEE	\$40.00		
		01-20-10-5620 TR: INSTCTR HOTEL	\$156.80		
Vendor Total for: CARD SERVICES			(Fiscal YTD Payments: \$.00)		\$196.80
CARD SERVICES					
	Invoice: 12/16		12/28/16	01/27/17	\$2,321.72
		01-16-00-5490 FLUX WEBSITE LINE	\$49.95		
		01-16-00-5490 CCTV: MUSIC ONLNE	\$9.95		
		01-16-00-5490 ADOBE STOCK	\$29.99		
		01-13-00-5370 MB: OFFICE 365	\$99.00		
		01-15-00-5620 SO: GFOA LUNCH	\$12.90		
		01-50-00-5620 TA: GFOA LUNCH	\$12.91		
		01-15-00-5650 CSTMR SVC WRKBK	\$23.95		
		01-50-00-5370 ACA SOFTWARE	\$445.00		
		01-16-00-5490 ADOBE CLOUD	\$49.99		
		01-15-00-5660 HOLIDAY LUNCH	\$1,549.20		
		01-16-00-5490 ADOBE WEBSITE	\$38.88		
Vendor Total for: CARD SERVICES			(Fiscal YTD Payments: \$.00)		\$2,321.72

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
CARGILL, INC					
	Invoice: 2903181895	2016 MFT; CNCL APPROVED 05/09/16 18-00-00-6160 506.13T SALT	01/09/17 \$32,989.56	01/27/17	\$32,989.56
Vendor Total for: CARGILL, INC			(Fiscal YTD Payments: \$.00)		\$32,989.56
CHARTER COMMUNICATIONS					
	Invoice: 01/17				
		01-41-10-5520 STREET DEPT PHONE	01/01/17 \$138.62	01/27/17	\$4,323.39
		52-43-30-5520 WATER PLANT PHONE	\$195.90		
		01-20-00-5710 POLICE DEPT CABLE	\$148.10		
		01-20-00-5710 POLICE DEPT INTNT	\$1,050.00		
		01-20-00-5520 POLICE DEPT PHONE	\$657.49		
		01-16-00-5490 CITY HALL INTNT	\$640.50		
		01-41-10-5710 STREET DEPT INTNT	\$157.50		
		01-30-00-5710 FIRE DEPT INTNT	\$94.50		
		52-43-30-5710 WATER PLANT INTNT	\$157.50		
		01-14-00-5520 CITY HALL PHONE	\$667.45		
		01-30-00-5520 FD STA#1 PHONE	\$197.48		
		01-00-00-3840 WIFI SERVICE	\$79.99		
		01-30-00-5520 FD STA#2 PHONE	\$138.36		
Vendor Total for: CHARTER COMMUNICATIONS			(Fiscal YTD Payments: \$.00)		\$4,323.39
CHEMTRADE CHEMICALS US LLC					
	Invoice: 91997832				
		52-43-30-6560 4,242 GAL ALUM	12/28/16 \$3,928.59	01/27/17	\$3,928.59
	Invoice: 91997833				
		52-44-30-6560 4,4471 GAL ALUM	12/29/16 \$4,113.29	01/27/17	\$4,113.29
Vendor Total for: CHEMTRADE CHEMICALS US LLC			(Fiscal YTD Payments: \$3,936.91)		\$8,041.88
CITY OF COLLINSVILLE					
	Invoice: WORK COMP 283				
		01-31-00-4540 RD: WORK COMP	01/12/17 \$501.92	01/27/17	\$1,558.88
		01-20-10-4540 CW: WORK COMP	\$1,056.96		
	Invoice: WORK COMP 284				
		01-31-00-4540 FA: WORK COMP	01/19/17 \$532.15	01/27/17	\$2,691.61
		01-31-00-4540 RD: WORK COMP	\$456.75		
		01-31-00-4540 TR: WORK COMP	\$126.00		
		01-20-10-4540 TS: WORK COMP	\$252.00		
		01-31-00-4540 JW: WORK COMP	\$267.75		

**Board Listing**  
For Meeting Dated 02/13/17

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-20-10-4540 CW: WORK COMP	\$1,056.96		
Vendor Total for: CITY OF COLLINSVILLE		(Fiscal YTD Payments: \$2,170.54)			\$4,250.49
CLEAN THE UNIFORM COMPANY HIGHLAND					
	Invoice: 31885699	01-14-00-5360 12/16 RUG SERVICE	12/01/16 \$147.15	01/27/17	\$147.15
	Invoice: 31887682	01-14-00-5360 12/16 RUG SERVICE	12/08/16 \$147.15	01/27/17	\$147.15
	Invoice: 31889668	01-14-00-5360 12/16 RUG SERVICE	12/15/16 \$150.85	01/27/17	\$150.85
	Invoice: 31891640	01-14-00-5360 12/16 RUG SERVICE	12/22/16 \$147.15	01/27/17	\$147.15
	Invoice: 31893592	01-14-00-5360 12/16 RUG SERVICE	12/29/16 \$147.15	01/27/17	\$147.15
Vendor Total for: CLEAN THE UNIFORM COMPANY HIGHLAND		(Fiscal YTD Payments: \$654.20)			\$739.45
CLUBB, LARRY					
	Invoice: 01/17 APPL LIC	REIMBURSE PUBLIC APPLICATOR LICENSE 52-44-20-5630 LC: APPLICATR LIC	01/12/17 \$20.00	01/27/17	\$20.00
Vendor Total for: CLUBB, LARRY		(Fiscal YTD Payments: \$.00)			\$20.00
COE EQUIPMENT INC.					
	Invoice: 64309	52-44-20-6120 RIPSAW NZZL,ADPTR	01/09/17 \$252.43	01/27/17	\$252.43
Vendor Total for: COE EQUIPMENT INC.		(Fiscal YTD Payments: \$.00)			\$252.43
COLLINSVILLE SPORTS STORE					
	Invoice: 11116	01-15-00-6520 JR: PLAQUE	10/16/16 \$33.90	01/27/17	\$33.90
Vendor Total for: COLLINSVILLE SPORTS STORE		(Fiscal YTD Payments: \$.00)			\$33.90
COOPER, MELISSA					
	Invoice: 11/16 SHIRT	REIMBURSE SHIRT 01-20-10-4710 MC: SHIRT	11/29/16 \$15.37	01/27/17	\$15.37
	Invoice: 11/16 SHIRTS	REIMBURSE SHIRTS 01-20-10-4710 MC: SHIRTS	11/29/16 \$51.87	01/27/17	\$51.87
	Invoice: 11/16 SHIRTS 2	REIMBURSE SHIRTS	11/29/16	01/27/17	\$34.89

**Board Listing**  
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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-20-10-4710 MC: SHIRTS	\$34.89		
	Invoice: 12/16 JACKET	REIMBURSE JACKET, PANTS	12/01/16	01/27/17	\$63.55
		01-20-10-4710 MC: JACKET, PANTS	\$63.55		
	Invoice: 12/16 JACKET 2	REIMBURSE JACKET, PANTS, SHIRTS	12/08/16	01/27/17	\$145.91
		01-20-10-4710 MC: JACKET, PANTS	\$145.91		
	Invoice: 12/16 PANTS	REIMBURSE PANTS	12/08/16	01/27/17	\$58.36
		01-20-10-4710 MC: PANTS	\$58.36		
	Invoice: 12/16 PANTS 2	REIMBURSE PANTS	12/08/16	01/27/17	\$54.43
		01-20-10-4710 MC: PANTS	\$54.43		
	Invoice: 12/16 PANTS 3	REIMBURSE PANTS	12/29/16	01/27/17	\$60.90
		01-20-10-4710 MC: PANTS	\$60.90		
	Invoice: 12/16 SHOES	REIMBURSE SHOES	12/22/16	01/27/17	\$77.37
		01-20-10-4710 MC: SHOES	\$77.37		
	Invoice: 12/16 SHOES 2	REIMBURSE SHOES	12/04/16	01/27/17	\$116.44
		01-20-10-4710 MC: SHOES	\$116.44		
Vendor Total for: COOPER, MELISSA		(Fiscal YTD Payments: \$0.00)			\$679.09
CPR PLUS MORE					
	Invoice: 200		12/20/16	01/27/17	\$190.00
		01-31-10-5630 JB: ACLS CERTFCTN	\$190.00		
	Invoice: 201		12/20/16	01/27/17	\$190.00
		01-31-10-5630 MG: ACLS CERTFCTN	\$190.00		
Vendor Total for: CPR PLUS MORE		(Fiscal YTD Payments: \$0.00)			\$380.00
CREDIT CONTROL, INC					
	Invoice: 49692		01/03/17	01/27/17	\$91.50
		01-31-10-5490 12/16 AMB COLLECT	\$91.50		
Vendor Total for: CREDIT CONTROL, INC		(Fiscal YTD Payments: \$0.00)			\$91.50
DATATRONICS, INC.					
	Invoice: 25000		01/10/17	01/27/17	\$778.40
		01-71-00-5130 SHTTL INSTL RADIO	\$778.40		
Vendor Total for: DATATRONICS, INC.		(Fiscal YTD Payments: \$385.00)			\$778.40
DOUG'S AUTO BODY					
	Invoice: 01/03/17		01/03/17	01/27/17	\$1,780.30
		01-00-00-3840 #1200 REP BUMPER	\$1,610.23		
		01-30-00-5130 #1200 REP BUMPER	\$170.07		



**Board Listing**  
For Meeting Dated 02/13/17

**List #394**

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
Vendor Total for: DOUG'S AUTO BODY		(Fiscal YTD Payments: \$0.00)			\$1,780.30
DUTCH HOLLOW JANITORIAL SUPPLIES					
	Invoice: 205947	52-43-20-6540 SCRUB,POLISH PADS	01/06/17 \$51.78	01/27/17	\$51.78
Vendor Total for: DUTCH HOLLOW JANITORIAL SUPPLIES		(Fiscal YTD Payments: \$0.00)			\$51.78
EASTON TELECOM SERVICES, LLC					
	Invoice: 968115	01-14-00-5520 12/10-01/09 TELE	01/10/17 \$132.52	01/27/17	\$1,415.18
		01-20-10-5520 12/10-01/09 SCHL	\$175.52		
		52-43-30-5520 12/10-01/09 CRCT	\$636.64		
		52-44-20-5520 12/10-01/09 L/S	\$402.07		
		01-34-00-5520 12/10-01/09 TELE	\$68.43		
Vendor Total for: EASTON TELECOM SERVICES, LLC		(Fiscal YTD Payments: \$0.00)			\$1,415.18
EDMOND, KEVIN FD					
	Invoice: 01/17 MOVING	REIMBURSE MOVING EXPENSE	01/23/17	01/27/17	\$4,320.00
		01-30-00-5490 KE: MOVING EXPNSE	\$4,320.00		
Vendor Total for: EDMOND, KEVIN		FD (Fiscal YTD Payments: \$0.00)			\$4,320.00
ERB EQUIPMENT CO, INC					
	Invoice: 163918	52-44-20-6120 BACKHOE KEYS	12/21/16 \$21.90	01/27/17	\$21.90
	Invoice: 164243	01-41-10-6120 EXCAVATOR SWITCH	01/09/17 \$28.46	01/27/17	\$28.46
	Invoice: 164251	01-41-10-6120 EXCVTR LUG, CABLE	01/10/17 \$17.04	01/27/17	\$17.04
Vendor Total for: ERB EQUIPMENT CO, INC		(Fiscal YTD Payments: \$906.08)			\$67.40
ERB TURF & UTILITY EQUIP, INC					
	Invoice: 359749	52-44-20-6120 GRLL,SCREEN,CUSHN	01/09/17 \$871.07	01/27/17	\$871.07
Vendor Total for: ERB TURF & UTILITY EQUIP, INC		(Fiscal YTD Payments: \$440.00)			\$871.07
FEDDER OIL COMPANY					
	Invoice: 72521		12/27/16	01/27/17	\$2,870.57

**Board Listing**  
For Meeting Dated 02/13/17

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-31-10-6550 294.5 GAL DIESEL	\$588.71		
		01-31-00-6550 146.4 GAL DIESEL	\$292.65		
		01-34-00-6550 21.8 GAL DIESEL	\$43.58		
		01-41-10-6550 743.9 GAL DIESEL	\$1,487.06		
		01-41-10-6550 174.9 GAL DIESEL	\$349.63		
		01-41-10-6550 54.5 OVER BILLED	\$108.94		
	Invoice: 72538		01/03/17	01/27/17	\$3,766.06
		01-50-00-6550 10.5 GAL GAS	\$21.87		
		01-13-00-6550 22.8 GAL GAS	\$47.49		
		01-34-00-6550 30.5 GAL GAS	\$63.53		
		01-30-00-6550 19.5 GAL GAS	\$40.62		
		01-31-00-6550 9.1 GAL GAS	\$18.96		
		01-16-00-6550 21.2 GAL GAS	\$44.16		
		01-66-00-6550 30.2 GAL GAS	\$62.91		
		01-20-00-6550 111.3 GAL GAS	\$231.84		
		01-20-10-6550 1044.6 GAL GAS	\$2,175.90		
		01-41-10-6550 150.9 GAL GAS	\$314.32		
		52-43-20-6550 183.9 GAL GAS	\$383.06		
		52-43-30-6550 29.5 GAL GAS	\$61.45		
		01-71-00-6550 142.8 GAL GAS	\$297.45		
		01-41-10-6550 1.2 OVER BILLED	\$2.50		
	Invoice: 72548		01/10/17	01/27/17	\$525.68
		52-44-20-6550 252 GAL GAS	\$525.68		
	Invoice: 72549		01/10/17	01/27/17	\$308.57
		52-44-20-6550 156 GAL DIESEL	\$308.57		
	Invoice: 72554		01/12/17	01/27/17	\$136.48
		52-44-30-6550 69 GAL DIESEL	\$136.48		
	Invoice: 72555		01/12/17	01/27/17	\$989.00
		52-44-30-6550 500 GAL DIESEL	\$989.00		
	Invoice: 72556		01/12/17	01/27/17	\$92.97
		52-43-30-6550 47 GAL DIESEL	\$92.97		
	Invoice: 72564		01/12/17	01/27/17	\$353.29
		52-44-20-6550 171 GAL GAS	\$353.29		
	Invoice: 72565		01/12/17	01/27/17	\$83.08
		52-44-20-6550 42 GAL DIESEL	\$83.08		
	Invoice: 72580		01/23/17	01/27/17	\$459.31
		52-43-20-6550 230 GAL DIESEL	\$459.31		
Vendor Total for: FEDDER OIL COMPANY		(Fiscal YTD Payments: \$.00)			\$9,585.01
FIELDS, JOSHUA					
	Invoice: 12/16 BOOTS	REIMBURSE BOOTS, TACTICAL GLOVES	12/23/16	01/27/17	\$118.97
		01-20-10-4710 JF: BOOTS, GLOVES	\$118.97		
Vendor Total for: FIELDS, JOSHUA		(Fiscal YTD Payments: \$.00)			\$118.97

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
<b>FRED PRYOR SEMINARS</b>					
	Invoice: 4689529		12/21/16	01/27/17	\$199.00
		01-20-00-5630 RW: FACILITY TRNG	\$99.50		
		01-20-00-5630 EH: FACILITY TRNG	\$99.50		
Vendor Total for: FRED PRYOR SEMINARS		(Fiscal YTD Payments: \$.00)			\$199.00
<b>G &amp; K SERVICES - ST LOUIS</b>					
	Invoice: 1070674428		01/10/17	01/27/17	\$53.01
		52-43-30-5930 WTR PLNT UNIFORMS	\$53.01		
	Invoice: 1070674429		01/10/17	01/27/17	\$92.72
		52-43-20-5930 WTR LNS UNIFORMS	\$92.72		
	Invoice: 1070674430		01/10/17	01/27/17	\$49.42
		52-44-30-5930 WW PLANT UNIFORMS	\$49.42		
	Invoice: 1070674431		01/10/17	01/27/17	\$55.04
		52-44-20-5930 WW LINES UNIFORMS	\$55.04		
	Invoice: 1070674433		01/10/17	01/27/17	\$98.46
		01-41-10-5930 STREET UNIFORMS	\$97.41		
		01-41-10-6520 URINAL SCREEN	\$1.05		
	Invoice: 1070676173		01/17/17	01/27/17	\$53.01
		52-43-30-5930 WTR PLNT UNIFORMS	\$53.01		
	Invoice: 1070676174		01/17/17	01/27/17	\$58.07
		52-43-20-5930 WTR LNS UNIFORMS	\$58.07		
	Invoice: 1070676175		01/17/17	01/27/17	\$49.42
		52-44-30-5930 WW PLANT UNIFORMS	\$49.42		
	Invoice: 1070676176		01/17/17	01/27/17	\$55.04
		52-44-20-5930 WW LINES UNIFORMS	\$55.04		
	Invoice: 1070676178		01/17/17	01/27/17	\$99.51
		01-41-10-5930 STREET UNIFORMS	\$98.46		
		01-41-10-6520 URINAL SCREEN	\$1.05		
Vendor Total for: G & K SERVICES - ST LOUIS		(Fiscal YTD Payments: \$480.71)			\$663.70
<b>GALLS, AN ARAMARK CO, LLC</b>					
	Invoice: 006619849		12/14/16	01/27/17	\$58.74
		01-20-10-4710 DP: KNIFE, HAT	\$58.74		
	Invoice: 006621556		12/14/16	01/27/17	\$38.28
		01-20-10-4710 MC: SHIRT	\$38.28		
	Invoice: 006684810		12/23/16	01/27/17	\$126.00
		01-20-10-6520 GAUZE	\$126.00		
Vendor Total for: GALLS, AN ARAMARK CO, LLC		(Fiscal YTD Payments: \$154.36)			\$223.02

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
<b>GATEWAY CENTER</b>					
	Invoice: 01/25/17 TIF	CNCL APPROVED 12/12/16, ORD 16-98 41-00-00-8900 TIF REIMBURSEMENT	01/25/17 \$150,125.00	01/27/17	\$150,125.00
Vendor Total for: GATEWAY CENTER		(Fiscal YTD Payments: \$96,074.56)			\$150,125.00
<b>GOLDSTEIN SCHWARTZ</b>					
	Invoice: 364379-001	52-44-20-6120 PUMP FITTINGS	01/10/17 \$103.04	01/27/17	\$103.04
Vendor Total for: GOLDSTEIN SCHWARTZ		(Fiscal YTD Payments: \$.00)			\$103.04
<b>GOVERNMENT FINANCE OFFICERS ASSOC</b>					
	Invoice: 2839755	01-50-00-5630 TA: GFOA CONF REG	01/13/17 \$380.00	01/27/17	\$380.00
Vendor Total for: GOVERNMENT FINANCE OFFICERS ASSOC		(Fiscal YTD Payments: \$.00)			\$380.00
<b>GRAINGER</b>					
	Invoice: 9324167189	52-44-30-6150 CIRCUIT PROTECTOR	01/09/17 \$116.32	01/27/17	\$116.32
	Invoice: 9332118208	01-41-10-6520 GLASS CLEANERS	01/17/17 \$45.68	01/27/17	\$45.68
Vendor Total for: GRAINGER		(Fiscal YTD Payments: \$397.35)			\$162.00
<b>HARTMANN FARM SUPPLY, INC</b>					
	Invoice: 20164M	52-44-20-6120 MOWER OIL,FILTERS	01/09/17 \$223.94	01/27/17	\$223.94
	Invoice: 20180M	52-44-20-6120 MOWER BLADES,BELT	01/11/17 \$156.15	01/27/17	\$156.15
Vendor Total for: HARTMANN FARM SUPPLY, INC		(Fiscal YTD Payments: \$.00)			\$380.09
<b>HD SUPPLY WATERWORKS, LTD</b>					
	Invoice: G624473	52-44-20-6150 SEWER PIPE	01/10/17 \$905.10	01/27/17	\$905.10
Vendor Total for: HD SUPPLY WATERWORKS, LTD		(Fiscal YTD Payments: \$.00)			\$905.10
<b>HELGET GAS PRODUCTS, INC</b>					
	Invoice: 01125668		12/31/16	01/27/17	\$96.70

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-31-10-6520 CYLINDERS	\$96.70		
Vendor Total for: HELGET GAS PRODUCTS, INC		(Fiscal YTD Payments: \$0.00)			\$96.70
HELLIGE, SUSAN					
	Invoice: 09/16 FERTILIZR	REIMBURSE UPTOWN FERTILIZER 01-12-00-6520 CAB: FERTILIZER	09/23/16 \$14.98	01/27/17	\$14.98
	Invoice: 09/16 PERENNIAL	REIMBURSE UPTOWN PERENNIALS 01-12-00-6520 CAB: PERENNIALS	09/23/16 \$406.26	01/27/17	\$406.26
Vendor Total for: HELLIGE, SUSAN		(Fiscal YTD Payments: \$158.36)			\$421.24
HEROS IN STYLE					
	Invoice: 152945	INITIAL ISSUE 01-20-20-4710 SD: SHIRTS,EMBDRY	09/21/16 \$151.50	01/27/17	\$151.50
	Invoice: 153756	01-20-10-4710 DT: PANTS	10/21/16 \$109.98	01/27/17	\$109.98
	Invoice: 155970	01-20-10-4710 BP: PANTS 01-20-10-4710 BP: KEVLAR GLOVES 01-20-10-4710 BP: MIC CLIP	01/09/17 \$49.99 \$40.75 \$7.99	01/27/17	\$98.73
	Invoice: 156062	01-20-00-4710 JB: WAIST LINER	01/11/17 \$24.00	01/27/17	\$24.00
Vendor Total for: HEROS IN STYLE		(Fiscal YTD Payments: \$2,450.33)			\$384.21
HOME DEPOT CREDIT SERVICES - 9016					
	Invoice: 2011118	01-31-00-6110 BOLTS, WASHERS	12/22/16 \$10.28	01/27/17	\$10.28
	Invoice: 2041275	01-31-00-6520 DRILL BIT	12/22/16 \$10.77	01/27/17	\$10.77
	Invoice: 4010881	01-31-00-6520 HOSE FITTING 01-31-00-6520 LIGHT BULBS	12/20/16 \$2.56 \$29.82	01/27/17	\$32.38
	Invoice: 6174610	01-31-10-6520 LIGHTS	12/08/16 \$39.88	01/27/17	\$39.88
	Invoice: 902889	01-31-00-6520 BATTERIES	01/03/17 \$107.82	01/27/17	\$107.82
	Invoice: 9754649	01-31-00-6520 BATTERIES	01/04/17 \$111.50	01/27/17	\$111.50
Vendor Total for: HOME DEPOT CREDIT SERVICES - 9016		(Fiscal YTD Payments: \$0.00)			\$312.63

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
HURST-ROSCHE ENGINEERS, INC	Invoice: 170-2323-24	PROJECT #170-2323, ORD 4669 52-43-30-5320 CONSTRUCTION	01/06/17 \$10,273.92	01/27/17	\$10,273.92
Vendor Total for: HURST-ROSCHE ENGINEERS, INC		(Fiscal YTD Payments: \$.00)			\$10,273.92
IMRF	Invoice: 189-6778 GL	52-43-20-4620 GL: IMRF ACC PYMT	01/09/17 \$15,161.90	01/27/17	\$15,161.90
Vendor Total for: IMRF		(Fiscal YTD Payments: \$73,121.43)			\$15,161.90
J'S TREE SERVICE LLC	Invoice: 3558	217 HIGHLAND 01-41-10-5140 TREE REMOVAL	12/29/16 \$940.00	01/27/17	\$940.00
Vendor Total for: J'S TREE SERVICE LLC		(Fiscal YTD Payments: \$.00)			\$940.00
JEREMIAS, WILBERT	Invoice: 02/17 SPI ADVNC	TRAVEL ADVANCE SPI TRAINING 01-20-10-5620 WJ: SPI TRNG ADV	01/20/17 \$3,398.40	01/27/17	\$3,398.40
Vendor Total for: JEREMIAS, WILBERT		(Fiscal YTD Payments: \$.00)			\$3,398.40
JULIE, INC.	Invoice: 2017-0299-Q1	52-43-20-5490 1ST QTR 17 LOCATE 52-44-20-5490 1ST QTR 17 LOCATE	01/09/17 \$426.09 \$426.08	01/27/17	\$852.17
Vendor Total for: JULIE, INC.		(Fiscal YTD Payments: \$.00)			\$852.17
KEY EQUIPMENT & SUPPLY, INC	Invoice: 149934	01-41-10-6120 PLCN SWPR BROOMS	01/03/17 \$618.00	01/27/17	\$618.00
	Invoice: 149935	01-41-10-6120 EGL SWPR BROOMS	01/09/17 \$618.00	01/27/17	\$618.00
	Invoice: 149976	01-41-10-6120 PLCN SWPR SHOES	01/11/17 \$299.76	01/27/17	\$299.76
Vendor Total for: KEY EQUIPMENT & SUPPLY, INC		(Fiscal YTD Payments: \$.00)			\$1,535.76

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
LAURA BUICK	Invoice: 21253	01-31-10-5130 #1244 EVALUATION	12/14/16 \$300.86	01/27/17	\$300.86
Vendor Total for: LAURA BUICK			(Fiscal YTD Payments: \$0.00)		\$300.86
LHOIST NORTH AMERICA OF MISSOURI, I	Invoice: 1171900024	BOL #400033324 52-43-30-6560 26.52T QUICKLIME	01/05/17 \$5,038.80	01/27/17	\$5,038.80
	Invoice: 1171900272	BOL #400033738 52-43-30-6560 26T QUICKLIME	01/20/17 \$4,940.00	01/27/17	\$4,940.00
Vendor Total for: LHOIST NORTH AMERICA OF MISSOURI, I			(Fiscal YTD Payments: \$0.00)		\$9,978.80
MACLAIR ASPHALT SALES, LLC	Invoice: 1688	TICKET #110574 01-41-10-6140 2.09T EZ STREET	01/09/17 \$236.17	01/27/17	\$236.17
	Invoice: 1690 (17)	MAIN ST WATER MAIN 41-00-00-8500 2.26T COLD MIX	01/09/17 \$149.16	01/27/17	\$149.16
	Invoice: 1698	TICKET #110580 01-41-10-6140 1.53T EZ STREET	01/16/17 \$172.89	01/27/17	\$172.89
	Invoice: 1701 (17)	MAIN ST WATER MAIN 41-00-00-8500 1.89T EZ STREET	01/16/17 \$213.57	01/27/17	\$213.57
Vendor Total for: MACLAIR ASPHALT SALES, LLC			(Fiscal YTD Payments: \$453.42)		\$771.79
MAJOR CASE SQUAD OF GREATER ST LOUIS	Invoice: 2017 MMBR DUES	01-20-00-5610 RW: 2017 DUES	01/27/17 \$75.00	01/27/17	\$675.00
		01-20-00-5610 BB: 2017 DUES	\$75.00		
		01-20-00-5610 CM: 2017 DUES	\$75.00		
		01-20-10-5610 MK: 2017 DUES	\$75.00		
		01-20-10-5610 CW: 2017 DUES	\$75.00		
		01-20-10-5610 KJ: 2017 DUES	\$75.00		
		01-20-10-5610 BP: 2017 DUES	\$75.00		
		01-20-10-5610 MC: 2017 DUES	\$75.00		
		01-20-10-5610 JC: 2017 DUES	\$75.00		
Vendor Total for: MAJOR CASE SQUAD OF GREATER ST LOUIS			(Fiscal YTD Payments: \$0.00)		\$675.00
MASCOUTAH EQUIPMENT CO, INC.	Invoice: T431780		01/03/17	01/27/17	\$124.61

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		52-44-30-6120 KUBOTA FILTERS	\$124.61		
Vendor Total for: MASCOUTAH EQUIPMENT CO, INC.		(Fiscal YTD Payments: \$.00)			\$124.61
MCKAY AUTO PARTS, INC					
	Invoice: 184002	01-41-10-6120 RTN OIL FILTER	08/06/16 -\$26.61	01/27/17	-\$26.61
	Invoice: 193110	01-41-10-6120 RTN CABIN FILTER	11/02/16 -\$2.55	01/27/17	-\$2.55
	Invoice: 194183	01-41-10-6130 FILTERS	11/14/16 \$699.74	01/27/17	\$699.74
	Invoice: 195138	01-41-10-6120 FILTERS	11/23/16 \$401.70	01/27/17	\$401.70
	Invoice: 195139	01-41-10-6130 FILTERS	11/23/16 \$10.03	01/27/17	\$10.03
	Invoice: 197566	01-41-10-6550 OIL	12/20/16 \$299.99	01/27/17	\$299.99
	Invoice: 197567	01-41-10-6550 DIESEL OIL	12/20/16 \$419.99	01/27/17	\$419.99
	Invoice: 197907	01-41-10-6520 RED TACKY GREASE	12/23/16 \$199.60	01/27/17	\$199.60
	Invoice: 197924	01-41-10-6550 OIL	12/23/16 \$369.99	01/27/17	\$369.99
	Invoice: 198124	01-41-10-6130 #3 CABIN AIR FLTR	12/27/16 \$9.04	01/27/17	\$9.04
	Invoice: 198125	01-41-10-6130 #3 FUEL FILTER	12/27/16 \$30.19	01/27/17	\$30.19
	Invoice: 198971	52-44-20-6120 GNRTR BATTERY	01/05/17 \$81.99	01/27/17	\$81.99
	Invoice: 199007	52-44-20-6520 PAINT PEN	01/05/17 \$3.69	01/27/17	\$3.69
	Invoice: 199106	52-44-20-6120 GNRTR BATTERY	01/06/17 \$92.04	01/27/17	\$114.45
		52-44-20-6520 SPK PLGS,TRE MRKR	\$22.41		
	Invoice: 199121	52-44-20-6120 SPRK PLGS,FILTERS	01/06/17 \$23.45	01/27/17	\$23.45
	Invoice: 199248	52-44-20-6120 SPARK PLUG,CLEANR	01/09/17 \$4.83	01/27/17	\$4.83
	Invoice: 199477	01-41-10-6520 WLDNG HELMET,GLVS	01/11/17 \$130.51	01/27/17	\$130.51
	Invoice: 199740	52-43-20-6130 #32 MAP LAMPS	01/13/17 \$8.07	01/27/17	\$26.05
		52-43-20-6130 #32 FUEL ADDITIVE	\$17.98		
	Invoice: 199741		01/13/17	01/27/17	\$10.58



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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
	Invoice: 200019	52-43-20-6130 #32 SEALANT	\$10.58		
			01/17/17	01/27/17	\$38.45
	Invoice: 200084	52-44-30-6520 SILICONE SEALER	\$38.45		
			01/18/17	01/27/17	\$159.93
	Invoice: 200086	01-41-10-6520 HGH PRESSURE HOSE	\$159.93		
			01/18/17	01/27/17	\$87.42
		52-43-20-6130 #30 FILTERS	\$87.42		
Vendor Total for: MCKAY AUTO PARTS, INC		(Fiscal YTD Payments: \$308.02)			\$3,092.46
<b>MIDWEST MUNICIPAL SUPPLY INC</b>					
	Invoice: 0158003	52-44-20-6530 CHAIN CUTTER	01/18/17	01/27/17	\$170.00
			\$170.00		
Vendor Total for: MIDWEST MUNICIPAL SUPPLY INC		(Fiscal YTD Payments: \$968.81)			\$170.00
<b>NU WAY CONCRETE FORMS TROY, LLC</b>					
	Invoice: 1083981	52-43-20-6540 SWEEPING COMPOUND	01/18/17	01/27/17	\$127.65
			\$13.27		
		52-43-20-6540 HAND CLEANER	\$6.07		
		52-43-20-6540 BROOMS	\$88.41		
		52-43-20-6540 DUST MOP HANDLE	\$7.15		
		52-43-20-6520 DUCT TAPE	\$12.75		
Vendor Total for: NU WAY CONCRETE FORMS TROY, LLC		(Fiscal YTD Payments: \$128.73)			\$127.65
<b>O'REILLY AUTOMOTIVE, INC. (786)</b>					
	Invoice: 1068-266499	01-41-10-6130 #12 VENT SHADE	01/10/17	01/27/17	\$47.81
			\$47.81		
	Invoice: 1068-266803	01-41-10-6520 ADHESIVE, BRUSH	01/11/17	01/27/17	\$18.69
			\$18.69		
	Invoice: 1068-267901	01-41-10-6520 GLOVES	01/17/17	01/27/17	\$28.98
			\$28.98		
Vendor Total for: O'REILLY AUTOMOTIVE, INC. (786)		(Fiscal YTD Payments: \$119.90)			\$95.48
<b>O'REILLY AUTOMOTIVE, INC. (787)</b>					
	Invoice: 1068-266727	52-44-20-6520 DEGREASER	01/11/17	01/27/17	\$34.68
			\$34.68		
	Invoice: 1068-266943	52-44-20-6130 #9 ROCKER SWITCH	01/12/17	01/27/17	\$4.49
			\$4.49		
Vendor Total for: O'REILLY AUTOMOTIVE, INC. (787)		(Fiscal YTD Payments: \$.00)			\$39.17

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
O'REILLY AUTOMOTIVE, INC.	(788)				
	Invoice: 1068-266532	52-44-20-6130 #1 MIRROR,WPR BLD	01/10/17 \$20.29	01/27/17	\$20.29
	Invoice: 1068-266598	52-43-20-6520 BATTERIES	01/10/17 \$5.99	01/27/17	\$5.99
Vendor Total for: O'REILLY AUTOMOTIVE, INC. (788) (Fiscal YTD Payments: \$.00)					\$26.28
PAK MAIL #248					
	Invoice: 26569	01-16-00-5510 SHIP MIC CABLES	12/22/16 \$7.20	01/27/17	\$7.20
Vendor Total for: PAK MAIL #248 (Fiscal YTD Payments: \$.00)					\$7.20
PATTERSON BRAKE & FRONT END SERVICE, INC					
	Invoice: 82324	01-41-10-5120 GRADER REP TIRE	01/11/17 \$162.00	01/27/17	\$162.00
Vendor Total for: PATTERSON BRAKE & FRONT END SERVICE, INC (Fiscal YTD Payments: \$35.00)					\$162.00
PITNEY BOWES					
	Invoice: 3302649942	01-14-00-5930 MAIL MACHINE	01/10/17-02/09/17 01-14-00-5930 MAIL MACHINE \$136.86	01/27/17	\$136.86
Vendor Total for: PITNEY BOWES (Fiscal YTD Payments: \$.00)					\$136.86
R CANN ELECTRIC INC					
	Invoice: 1873	52-43-20-5110 INSTL EMRGNCY LTS	01/08/17 \$409.00	01/27/17	\$409.00
Vendor Total for: R CANN ELECTRIC INC (Fiscal YTD Payments: \$.00)					\$409.00
RED-E-MIX, LLC					
	Invoice: 785637	HENRY 28-00-00-8500 4.5CY CONCRETE	01/03/17 \$380.25	01/27/17	\$380.25
	Invoice: 785704	N CLINTON 28-00-00-8500 1CY CONCRETE	01/10/17 \$134.50	01/27/17	\$134.50
Vendor Total for: RED-E-MIX, LLC (Fiscal YTD Payments: \$2,554.25)					\$514.75
RURAL KING					
	Invoice: B58465		12/09/16	01/27/17	\$209.00

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		52-43-20-6530 RECIPROCATING SAW	\$209.00		
	Invoice: B58882		12/09/16	01/27/17	\$19.96
		01-31-00-6120 CHAINSAW OIL	\$19.96		
	Invoice: B62880		12/12/16	01/27/17	\$48.99
		01-20-10-6520 MURPH: DOG FOOD	\$48.99		
	Invoice: B63850		12/13/16	01/27/17	\$2.19
		01-41-10-6160 PUMP ADAPTER	\$2.19		
	Invoice: B65001		12/14/16	01/27/17	\$20.96
		52-43-30-6520 COFFEE, CREAMER	\$20.96		
	Invoice: B66645		12/15/16	01/27/17	\$7.96
		52-44-20-6120 BACKHOE CHN LINKS	\$7.96		
	Invoice: B71679		12/19/16	01/27/17	\$7.76
		52-43-20-6120 BOLTS,NUTS,WSHRS	\$7.76		
	Invoice: B72971		12/20/16	01/27/17	\$23.28
		01-41-10-6160 EXTN CORD,FITTING	\$23.28		
	Invoice: B73496		12/20/16	01/27/17	\$101.60
		01-41-10-6160 HOSE,CPLNGS,BOLTS	\$101.60		
	Invoice: B74295		12/21/16	01/27/17	\$13.25
		52-43-30-6120 EPOXY, DUCT TAPE	\$13.25		
	Invoice: B81054		12/26/16	01/27/17	\$13.98
		01-31-00-6520 LIGHT BULBS	\$13.98		
	Invoice: B81958		12/27/16	01/27/17	\$13.31
		01-31-00-6520 ZIP TIES, CLAMPS	\$13.31		
	Invoice: B82299		12/27/16	01/27/17	\$171.96
		52-44-20-6560 COPPER SULFATE	\$171.96		
	Invoice: B83226		12/28/16	01/27/17	\$9.99
		52-44-20-6120 VACTOR PINS	\$9.99		
	Invoice: B83617		12/28/16	01/27/17	\$42.99
		01-20-10-6520 KUBIS: DOG FOOD	\$42.99		
	Invoice: B89021		01/03/17	01/27/17	\$21.44
		52-44-20-6520 BUCKTS,SPNGS,TWLS	\$21.44		
	Invoice: B90370		01/04/17	01/27/17	\$139.80
		01-14-00-6170 ICE MELT	\$139.80		
	Invoice: B91080		01/05/17	01/27/17	\$9.99
		52-44-20-6530 TIRE GAUGE	\$9.99		
	Invoice: B92914		01/07/17	01/27/17	\$48.99
		01-20-10-6520 MURPH: DOG FOOD	\$48.99		
Vendor Total for: RURAL KING		(Fiscal YTD Payments: \$0.00)			\$920.40
SCHAEFFER MFG CO					
	Invoice: BP3050-INV1		01/10/17	01/27/17	\$526.68
		52-44-20-6550 OIL,FUEL STABLIZR	\$263.34		
		52-44-30-6550 OIL,FUEL STABLIZR	\$263.34		

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
Vendor Total for: SCHAEFFER MFG CO		(Fiscal YTD Payments: \$0.00)			\$526.68
SECRETARY OF STATE					
	Invoice: Q214531 (17)	01-20-00-6520 #32 LICENSE RENEW	01/01/17 \$101.00	01/27/17	\$101.00
Vendor Total for: SECRETARY OF STATE		(Fiscal YTD Payments: \$0.00)			\$101.00
SHAPIRO METAL SUPPLY CO					
	Invoice: 94571	01-41-10-6120 TRAILER STEEL	01/06/17 \$241.00	01/27/17	\$241.00
Vendor Total for: SHAPIRO METAL SUPPLY CO		(Fiscal YTD Payments: \$0.00)			\$241.00
SOUTHWESTERN ELECTRIC COOP, INC					
	Invoice: 12/16 2340	01-41-10-5710 157 & SA35 SIG LT	01/12/17 \$60.38	01/27/17	\$855.31
		01-41-10-5720 26 STREET LIGHTS	\$722.26		
		01-41-10-5710 157 & EASTPORT SL	\$33.62		
		01-41-10-5710 BELTLINE SGNL LTS	\$39.05		
	Invoice: 12/16 FOURNIE	52-44-20-5710 12/16 ELECTRIC	01/05/17 \$103.72	01/27/17	\$103.72
	Invoice: 12/16 MCDONOUGH	52-44-20-5710 12/16 ELECTRIC	01/05/17 \$88.80	01/27/17	\$88.80
	Invoice: 12/16 SHELTER	01-20-40-5710 12/16 ELECTRIC	01/05/17 \$1,528.78	01/27/17	\$1,528.78
Vendor Total for: SOUTHWESTERN ELECTRIC COOP, INC		(Fiscal YTD Payments: \$0.00)			\$2,576.61
ST CLAIR COUNTY TREASURER					
	Invoice: 01/17 RADIOS	01-31-00-6520 PORTABLE RADIOS	01/23/17 \$1,500.00	01/27/17	\$1,500.00
Vendor Total for: ST CLAIR COUNTY TREASURER		(Fiscal YTD Payments: \$0.00)			\$1,500.00
STAPLES ADVANTAGE					
	Invoice: 3325640953	01-40-00-6510 PENS, ENVELOPES	12/31/16 \$47.67	01/27/17	\$47.67
	Invoice: 3326948011	01-50-00-6520 TONER	01/13/17 \$149.61	01/27/17	\$172.81
		01-50-00-6510 FILE FOLDERS,TAPE	\$23.20		

# Board Listing

For Meeting Dated 02/13/17

List #394

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
Vendor Total for: STAPLES ADVANTAGE		(Fiscal YTD Payments: \$1,459.05)			\$220.48
STATE INDUSTRIAL PRODUCTS					
	Invoice: 98093425	52-44-20-6560 L/S DEGREASER	01/10/17 \$554.73	01/27/17	\$554.73
Vendor Total for: STATE INDUSTRIAL PRODUCTS		(Fiscal YTD Payments: \$.00)			\$554.73
SULLIVAN & VONBOKEL, PC					
	Invoice: 92	01-20-00-5490 HRNG OFCR CRT FEE	12/29/16 \$1,000.00	01/27/17	\$1,000.00
Vendor Total for: SULLIVAN & VONBOKEL, PC		(Fiscal YTD Payments: \$.00)			\$1,000.00
TERMINAL SUPPLY COMPANY					
	Invoice: 61869-00	41-00-00-6520 UPTWN LTS ZIP TIE	10/31/16 \$67.26	01/27/17	\$348.10
		01-41-10-6520 HYD HOSE FITTINGS	\$142.44		
		01-41-10-6520 FLASHLIGHTS	\$138.40		
	Invoice: 73708-00	01-41-10-6130 #1 LIGHTS	12/20/16 \$30.73	01/27/17	\$61.45
		01-41-10-6130 #3 LIGHTS	\$30.72		
	Invoice: 77188-00	01-41-10-6520 HOSE COUPLING	01/06/17 \$70.06	01/27/17	\$70.06
	Invoice: 9990864	01-41-10-6120 RTN HYD HOSE	09/09/16 -\$418.00	01/27/17	-\$418.00
Vendor Total for: TERMINAL SUPPLY COMPANY		(Fiscal YTD Payments: \$.00)			\$61.61
TRIDENT INSURANCE SERVICES					
	Invoice: 85105	CLAIM #TNT-0138992 01-20-10-5910 VEHICLE DEDUCTBLE	01/11/17 \$1,000.00	01/27/17	\$1,000.00
Vendor Total for: TRIDENT INSURANCE SERVICES		(Fiscal YTD Payments: \$10,000.00)			\$1,000.00
TRUCK CENTERS, INC					
	Invoice: F110375306:01	01-41-10-6130 #9 HOSE ASSEMBLY	01/12/17 \$67.05	01/27/17	\$67.05
	Invoice: F110376156:01	01-41-10-6130 #3 AIR LINES	01/18/17 \$24.84	01/27/17	\$24.84
	Invoice: R110089050:01		01/12/17	01/27/17	\$3,865.68

**Board Listing**  
For Meeting Dated 02/13/17

**List #394**  
**Amount**

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-41-10-5130 #9 RPL PUMP,HRNSS	\$3,865.68		
Vendor Total for: TRUCK CENTERS, INC		(Fiscal YTD Payments: \$226.82)			\$3,957.57
USA BLUEBOOK					
	Invoice: 142248	52-43-30-6120 GLOVES	12/28/16 \$102.87	01/27/17	\$102.87
Vendor Total for: USA BLUEBOOK		(Fiscal YTD Payments: \$.00)			\$102.87
VERIZON WIRELESS					
	Invoice: 9778246199	01-66-00-5520 12/08-01/07 CELL	01/07/17 \$68.07	01/27/17	\$1,808.61
		01-10-00-5520 12/08-01/07 CELL	\$65.33		
		01-13-00-5520 12/08-01/07 CELL	\$65.33		
		01-14-00-5520 12/08-01/07 CELL	\$55.33		
		01-16-00-5520 12/08-01/07 CELL	\$60.33		
		01-16-00-5520 12/08-01/07 CELL	\$60.33		
		01-15-00-5520 12/08-01/07 CELL	\$55.33		
		01-71-00-5520 12/08-01/07 CELL	\$99.81		
		01-64-00-5520 12/08-01/07 CELL	\$110.66		
		01-40-00-5520 12/08-01/07 CELL	\$55.33		
		01-30-00-5520 12/08-01/07 CELL	\$293.00		
		01-41-10-5520 12/08-01/07 CELL	\$165.99		
		52-44-20-5520 12/08-01/07 CELL	\$55.33		
		52-43-20-5520 12/08-01/07 CELL	\$272.52		
		52-44-30-5520 12/08-01/07 CELL	\$142.63		
		52-43-30-5520 12/08-01/07 CELL	\$87.93		
		01-50-00-5520 12/08-01/07 CELL	\$55.33		
		01-31-10-5710 12/08-01/07 MIFI	\$40.03		
Vendor Total for: VERIZON WIRELESS		(Fiscal YTD Payments: \$.00)			\$1,808.61
VILLAGE OF ROMEOVILLE FIRE ACADEMY					
	Invoice: 2016-782	01-31-00-5630 ES: LEADERSHIP IV	12/29/16 \$330.00	01/27/17	\$330.00
Vendor Total for: VILLAGE OF ROMEOVILLE FIRE ACADEMY		(Fiscal YTD Payments: \$.00)			\$330.00
WALMART COMMUNITY/GECRB					
	Invoice: 01/17	01-13-00-5620 SWICMA REFRSHMNTS	01/16/17 \$10.32	01/27/17	\$47.77

**Board Listing**  
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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-14-00-6520 IBUPROFEN, SUGAR	\$17.45		
		01-15-00-6510 FILE BOXES	\$20.00		
Vendor Total for: WALMART COMMUNITY/GECRB		(Fiscal YTD Payments: \$.00)			\$47.77
WASSER, KIM					
	Invoice: 01/17 MCI TRNG	REIMBURSE MCI WINTER SEMINAR	01/13/17	01/27/17	\$157.63
		01-14-00-5620 KW: MCI SEMINAR	\$157.63		
Vendor Total for: WASSER, KIM		(Fiscal YTD Payments: \$.00)			\$157.63
WILLIAMS OFFICE PRODUCTS, INC.					
	Invoice: 28268-0		01/20/17	01/27/17	\$47.94
		01-50-00-6510 THERMAL PAPER	\$14.95		
		01-50-00-6520 COPY PAPER	\$32.99		
Vendor Total for: WILLIAMS OFFICE PRODUCTS, INC.		(Fiscal YTD Payments: \$1,268.21)			\$47.94
WINDSTREAM NUVOX, INC					
	Invoice: 15848365		01/10/17	01/27/17	\$514.27
		01-20-40-5520 JANUARY 2017	\$113.22		
		52-44-30-5520 JANUARY 2017	\$401.05		
Vendor Total for: WINDSTREAM NUVOX, INC		(Fiscal YTD Payments: \$.00)			\$514.27
WOODY'S MUNICIPAL SUPPLY					
	Invoice: 48936		01/11/17	01/27/17	\$16,983.00
		28-00-00-8304 V-BOX SPREADER	\$16,983.00		
Vendor Total for: WOODY'S MUNICIPAL SUPPLY		(Fiscal YTD Payments: \$.00)			\$16,983.00
ZOLL MEDICAL CORPORATION					
	Invoice: 90019453	05/01/17-04/31/18	01/04/17	01/27/17	\$1,275.00
		01-31-10-5120 1 YR PREVNT MAINT	\$1,275.00		
Vendor Total for: ZOLL MEDICAL CORPORATION		(Fiscal YTD Payments: \$144.00)			\$1,275.00

**Board Listing**  
For Meeting Dated 02/13/17

**List #394**  
**Amount**

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GENERAL FUND	\$56,501.65
MOTOR FUEL TAX FUND	\$32,989.56
CAPITAL PROJECTS FUND	\$213,858.75
TIF DISTRICT #1	\$150,554.99
WATER & SEWER OPERATIONS	\$57,508.59
Grand Total:	\$511,413.54
Total Vendors:	93
TOTAL FOR REGULAR CHECKS:	\$477,343.65
TOTAL FOR DIRECT PAY VENDORS:	\$34,069.89



**Board Listing**  
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**List #395**

<b>Vendor</b>	<b>Invoice</b>	<b>Description</b>	<b>Inv. Date</b>	<b>Due Date</b>	<b>Amount</b>
METROPOLITAN ENFORCEMENT	Invoice: AB5855285	01-00-00-3441 GRANT 411314	02/01/17 \$75,000.00	02/01/17	\$75,000.00
Vendor Total for: METROPOLITAN ENFORCEMENT			(Fiscal YTD Payments: \$.00)		\$75,000.00

**Board Listing**  
For Meeting Dated 02/13/17

**List #395**  
**Amount**

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GENERAL FUND	\$75,000.00
Grand Total:	\$75,000.00
Total Vendors:	1
TOTAL FOR REGULAR CHECKS:	\$75,000.00

**Board Listing**  
For Meeting Dated 02/13/17

List #396

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
AGENCY FOR COMMUNITY TRANSIT					
	Invoice: 1720003		01/17/17	02/03/17	\$202.95
		01-71-00-5130 LOF	\$160.05		
		01-71-00-5130 REMOVE SEAT	\$42.90		
	Invoice: 1720005		01/27/17	02/03/17	\$291.50
		01-71-00-5130 RPL WINDSHIELD	\$291.50		
Vendor Total for: AGENCY FOR COMMUNITY TRANSIT			(Fiscal YTD Payments: \$.00)		\$494.45
ALL-PRO T'S					
	Invoice: 8054		01/23/17	02/03/17	\$72.00
		52-44-20-4710 EN: CWG 2017	\$50.00		
		52-44-20-4710 JS: CWG 2017	\$22.00		
Vendor Total for: ALL-PRO T'S			(Fiscal YTD Payments: \$.00)		\$72.00
AMERICAN WATER WORKS ASSOCIATION					
	Invoice: 7001296062		12/21/16	02/03/17	\$83.00
		52-43-20-5610 DK: MEMBERSHIP	\$41.50		
		52-43-30-5610 DK: MEMBERSHIP	\$41.50		
Vendor Total for: AMERICAN WATER WORKS ASSOCIATION			(Fiscal YTD Payments: \$.00)		\$83.00
ANDERSON HOSPITAL					
	Invoice: 20844		01/06/17	02/03/17	\$400.00
		01-31-10-5630 NK: ACLS CLASS	\$100.00		
		01-31-10-5630 FA: ACLS CLASS	\$100.00		
		01-31-10-5630 PB: ACLS CLASS	\$100.00		
		01-31-10-5630 ML: ACLS CLASS	\$100.00		
Vendor Total for: ANDERSON HOSPITAL			(Fiscal YTD Payments: \$.00)		\$400.00
AQ NAIL & SPA					
	Invoice: 01/17 REFUND		01/10/17	02/03/17	\$25.00
		REFUND BUSINESS LICENSE FEE	\$25.00		
		01-00-00-3220 REFUND BUSNS LIC			
Vendor Total for: AQ NAIL & SPA			(Fiscal YTD Payments: \$.00)		\$25.00
B & H PHOTO-VIDEO					
	Invoice: 120735313		01/04/17	02/03/17	\$109.00
		01-16-00-6520 DJI BATTERY	\$84.00		

# Board Listing

For Meeting Dated 02/13/17

List #396

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
	Invoice: 120783415	01-16-00-6520 DJI QUAD CHARGER	\$25.00		
		01-16-00-6520 HDMI ADAPTERS	01/05/17	02/03/17	\$140.97
		01-16-00-6520 HDD DUPLICATOR	\$75.98		
	Invoice: 120933325		\$64.99		
		01-16-00-6520 MICROPHONES	01/09/17	02/03/17	\$329.35
		01-16-00-6520 HARD DRIVE	\$279.90		
			\$49.45		
Vendor Total for: B & H PHOTO-VIDEO		(Fiscal YTD Payments: \$.00)			\$579.32
<b>BARCO PRODUCTS COMPANY</b>					
	Invoice: BP00051818	01-14-00-6520 BENCH	01/23/17	02/03/17	\$743.20
			\$743.20		
Vendor Total for: BARCO PRODUCTS COMPANY		(Fiscal YTD Payments: \$.00)			\$743.20
<b>BEELMAN LOGISTICS LLC</b>					
	Invoice: 527302	BOL #605002-1	01/19/17	02/03/17	\$494.05
		52-44-30-6560 24.47T HYDRD LIME	\$494.05		
	Invoice: 528218	BOL #400033738	01/26/17	02/03/17	\$524.94
		52-43-30-6560 26T QUICKLIME	\$524.94		
Vendor Total for: BEELMAN LOGISTICS LLC		(Fiscal YTD Payments: \$1,554.03)			\$1,018.99
<b>C OF C W &amp; S FUND</b>					
	Invoice: 030301 01/17	10-00-00-5710 W&S 10/28-12/30	01/13/17	02/03/17	\$22.00
			\$22.00		
	Invoice: 0315 01/17	01-65-00-5710 W&S 10/28-12/30	01/13/17	02/03/17	\$22.15
			\$22.15		
	Invoice: 199142 01/17	01-41-10-5710 W&S 11/10-01/06	01/20/17	02/03/17	\$179.76
			\$179.76		
	Invoice: 256101 01/17	01-14-00-5710 W&S 11/18-01/13	01/27/17	02/03/17	\$138.21
			\$138.21		
	Invoice: 256102 01/17	01-14-00-5710 W&S 11/18-01/13	01/27/17	02/03/17	\$81.16
			\$81.16		
Vendor Total for: C OF C W & S FUND		(Fiscal YTD Payments: \$183.57)			\$443.28
<b>CARTER WATERS LLC</b>					
	Invoice: 30088927	52-44-20-6530 LEVELING ROD	01/17/17	02/03/17	\$254.49
			\$254.49		
	Invoice: 30088957		01/18/17	02/03/17	\$13.71

**Board Listing**  
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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		52-43-20-6180 BARRICADE SAND	\$13.71		
	Invoice: 30088958		01/18/17	02/03/17	\$21.89
		52-43-20-6180 BARRICADE SAND	\$21.89		
	Invoice: 30089016	W COUNTRY LN	01/20/17	02/03/17	\$123.72
		52-44-20-8500 WATERSEAL	\$123.72		
Vendor Total for: CARTER WATERS LLC		(Fiscal YTD Payments: \$71.90)			\$413.81
CITY OF COLLINSVILLE					
	Invoice: WORK COMP 285		01/26/17	02/03/17	\$3,477.37
		52-44-20-4540 LC: WORK COMP	\$396.01		
		52-44-20-4540 KH: WORK COMP	\$1,589.08		
		01-20-10-4540 JK: WORK COMP	\$265.10		
		01-20-10-4540 CW: WORK COMP	\$1,227.18		
	Invoice: WORK COMP 285CR		01/26/17	02/03/17	-\$426.49
		01-41-10-4540 VN: WORK COMP	-\$426.49		
	Invoice: WORK COMP 286		02/02/17	02/03/17	\$21,792.08
		01-31-00-4540 FA: WORK COMP	\$313.96		
		52-44-20-4540 LC: WORK COMP	\$7,369.39		
		01-20-10-4540 TS: WORK COMP	\$2,284.13		
		01-20-10-4540 CW: WORK COMP	\$3,000.16		
		01-31-00-4540 RD: WORK COMP	\$8,824.44		
Vendor Total for: CITY OF COLLINSVILLE		(Fiscal YTD Payments: \$6,421.03)			\$24,842.96
CLEAN THE UNIFORM COMPANY HIGHLAND					
	Invoice: 31895532		01/05/17	02/03/17	\$147.15
		01-14-00-5360 01/17 RUG SERVICE	\$147.15		
	Invoice: 31897499		01/12/17	02/03/17	\$150.85
		01-14-00-5360 01/17 RUG SERVICE	\$150.85		
	Invoice: 31899471		01/19/17	02/03/17	\$147.15
		01-14-00-5360 01/17 RUG SERVICE	\$147.15		
	Invoice: 31901448		01/26/17	02/03/17	\$147.15
		01-14-00-5360 01/17 RUG SERVICE	\$147.15		
	Invoice: 31901451		01/26/17	02/03/17	\$149.24
		01-41-10-5290 MATS, MOPS, TWLS	\$149.24		
	Invoice: 40381996		01/11/17	02/03/17	\$98.46
		01-20-00-5490 MATS,TWLS,BLNKTS	\$98.46		
	Invoice: 40383141		01/18/17	02/03/17	\$206.59
		01-20-00-5490 MATS,TWLS,BLNKTS	\$206.59		
Vendor Total for: CLEAN THE UNIFORM COMPANY HIGHLAND		(Fiscal YTD Payments: \$1,393.65)			\$1,046.59

**Board Listing**  
For Meeting Dated 02/13/17

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
CMC ELECTRIC, INC	Invoice: 4506	01-31-00-5110 RPL LED LIGHTS	01/16/17 \$798.36	02/03/17	\$798.36
Vendor Total for: CMC ELECTRIC, INC		(Fiscal YTD Payments: \$0.00)			\$798.36
COLLINSVILLE AUTO BODY	Invoice: 024146	01-14-00-5910 #4770 DEDUCTIBLE	12/01/16 \$1,000.00	02/03/17	\$3,182.00
		01-14-00-5130 #4770 HAIL DAMAGE	\$2,182.00		
	Invoice: 024148	01-66-00-5910 #3156 DEDUCTIBLE	12/01/16 \$1,000.00	02/03/17	\$2,749.63
		01-66-00-5130 #3156 HAIL DAMAGE	\$1,749.63		
	Invoice: 024149	01-13-00-5910 #4768 DEDUCTIBLE	12/02/16 \$1,000.00	02/03/17	\$3,643.65
		01-13-00-5130 #4768 HAIL DAMAGE	\$2,182.00		
		01-13-00-5130 #4768 REP MIRROR	\$461.65		
	Invoice: 024150	01-40-00-5910 #5510 DEDUCTIBLE	12/02/16 \$1,000.00	02/03/17	\$2,768.48
		01-40-00-5130 #5510 HAIL DAMAGE	\$1,768.48		
Vendor Total for: COLLINSVILLE AUTO BODY		(Fiscal YTD Payments: \$0.00)			\$12,343.76
COLLINSVILLE ICE & FUEL	Invoice: 56444	52-43-20-6170 LANDSCAPE ROCK	01/23/17 \$244.73	02/03/17	\$244.73
	Invoice: 56448	S CLINTON	01/25/17	02/03/17	\$276.60
		01-41-10-6140 ROCK	\$276.60		
Vendor Total for: COLLINSVILLE ICE & FUEL		(Fiscal YTD Payments: \$0.00)			\$521.33
CONCRETE SUPPLY OF ILLINOIS	Invoice: 149381	W COUNTRY LN	01/26/17	02/03/17	\$316.75
		52-44-20-8500 3.5CY CONCRETE	\$316.75		
Vendor Total for: CONCRETE SUPPLY OF ILLINOIS		(Fiscal YTD Payments: \$163.13)			\$316.75
CONNOR COMPANY	Invoice: S7403974.001	01-41-10-6110 SHOP HEATERS	01/09/17 \$38.82	02/03/17	\$38.82
	Invoice: S7420302.001	52-43-20-6150 BRASS NIPPLES	01/18/17 \$5.92	02/03/17	\$5.92

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
Vendor Total for: CONNOR COMPANY		(Fiscal YTD Payments: \$142.81)			\$44.74
COST LESS COPY CENTER					
	Invoice: 17767	01-15-00-5540 OVERSIZE CHECK	01/19/17 \$30.00	02/03/17	\$30.00
Vendor Total for: COST LESS COPY CENTER		(Fiscal YTD Payments: \$.00)			\$30.00
CRAWFORD, MURPHY & TILLY, INC.					
	Invoice: 112292	CNCL APPROVED 12/14/15, ORD 15-84 52-44-30-5320 BIOSOLIDS FACILTY	01/20/17 \$3,427.50	02/03/17	\$3,427.50
Vendor Total for: CRAWFORD, MURPHY & TILLY, INC.		(Fiscal YTD Payments: \$2,727.50)			\$3,427.50
EJ EQUIPMENT, INC.					
	Invoice: W00325	01-41-10-5120 VACTOR RPL SWIVEL	01/20/17 \$291.80	02/03/17	\$291.80
Vendor Total for: EJ EQUIPMENT, INC.		(Fiscal YTD Payments: \$.00)			\$291.80
ELECTRICO, INC					
	Invoice: 17927-0119	01-41-10-5490 RPL PHOTO CELL 01-41-10-5490 REMOVE LIGHT POLE	01/19/17 \$187.69 \$549.00	02/03/17	\$736.69
Vendor Total for: ELECTRICO, INC		(Fiscal YTD Payments: \$1,379.20)			\$736.69
FAST LANE TOWING					
	Invoice: 9129	01-20-10-5130 #16 LOF	01/11/17 \$30.00	02/03/17	\$30.00
	Invoice: 9130	01-20-10-5130 #1 LOF	01/11/17 \$30.00	02/03/17	\$30.00
	Invoice: 9143	01-20-10-5130 #2 LOF	01/17/17 \$30.00	02/03/17	\$30.00
Vendor Total for: FAST LANE TOWING		(Fiscal YTD Payments: \$60.00)			\$90.00
FEDDER OIL COMPANY					
	Invoice: 72558	01-31-00-6550 70 GAL DSL-GNRTR	01/12/17 \$138.46	02/03/17	\$138.46

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
(FEDDER OIL COMPANY Cont'd)					
	Invoice: 72559		01/12/17	02/03/17	\$2,789.09
		01-13-00-6550 10.8 GAL GAS	\$22.31		
		01-30-00-6550 14.8 GAL GAS	\$30.58		
		01-20-00-6550 125.0 GAL GAS	\$258.25		
		01-20-10-6550 709.0 GAL GAS	\$1,464.79		
		01-20-20-6550 10.0 GAL GAS	\$20.66		
		01-20-40-6550 27.1 GAL GAS	\$55.99		
		01-41-10-6550 148.0 GAL GAS	\$305.77		
		01-64-00-6550 7.0 GAL GAS	\$14.46		
		01-66-00-6550 7.8 GAL GAS	\$16.11		
		01-71-00-6550 99.0 GAL GAS	\$204.53		
		52-43-20-6550 174.5 GAL GAS	\$360.52		
		52-43-30-6550 17.0 GAL GAS	\$35.12		
	Invoice: 72559 CR		01/12/17	02/03/17	-\$382.19
		01-41-10-6550 185 UNDER BILLED	-\$382.19		
	Invoice: 72560		01/12/17	02/03/17	\$2,302.59
		01-31-10-6550 178.7 GAL DIESEL	\$349.00		
		01-31-00-6550 71.4 GAL DIESEL	\$139.44		
		01-71-00-6550 33.0 GAL DIESEL	\$64.45		
		01-41-10-6550 744.9 GAL DIESEL	\$1,454.79		
		01-41-10-6550 89.2 GAL DIESEL	\$174.21		
		41-00-00-8500 61.8 GAL DIESEL	\$120.70		
	Invoice: 72560 CR		01/12/17	02/03/17	-\$134.76
		01-41-10-6550 69.0 UNDER BILLED	-\$134.76		
	Invoice: 72581		01/24/17	02/03/17	\$3,076.41
		01-13-00-6550 22.2 GAL GAS	\$43.56		
		01-14-00-6550 7.2 GAL GAS	\$14.13		
		01-30-00-6550 56.4 GAL GAS	\$110.66		
		01-20-00-6550 51.9 GAL GAS	\$101.83		
		01-20-10-6550 919.0 GAL GAS	\$1,803.08		
		01-20-40-6550 24.1 GAL GAS	\$47.28		
		01-41-10-6550 171.3 GAL GAS	\$336.09		
		01-64-00-6550 8.8 GAL GAS	\$17.27		
		01-66-00-6550 20.0 GAL GAS	\$39.24		
		01-71-00-6550 84.2 GAL GAS	\$165.20		
		52-43-20-6550 137.0 GAL GAS	\$268.79		
		01-41-10-6550 65.9 GAL GAS	\$129.28		
Vendor Total for: FEDDER OIL COMPANY			(Fiscal YTD Payments: \$9,585.01)		\$7,789.60
FIDELITY SECURITY LIFE INS/EYEMED					
	Invoice: 163090416		01/21/17	02/03/17	\$1,719.84



**Board Listing**  
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**List #396**  
**Amount**

<b>Vendor</b>	<b>Invoice</b>	<b>Description</b>	<b>Inv. Date</b>	<b>Due Date</b>	<b>Amount</b>
		01-10-00-4510 VISION INSURANCE	\$1,719.84		
Vendor Total for: FIDELITY SECURITY LIFE INS/EYEMED		(Fiscal YTD Payments: \$1,707.96)			\$1,719.84
FIELDS, NORA					
	Invoice: 01/16 REFUND	REFUND DEPOSIT AND SERVICE CHARGE	01/25/17	02/03/17	\$160.00
		52-00-00-2301 REFUND DEPOSIT	\$150.00		
		52-00-00-3660 REFUND SVC CHARGE	\$10.00		
Vendor Total for: FIELDS, NORA		(Fiscal YTD Payments: \$0.00)			\$160.00
FROST ELECTRIC SUPPLY CO					
	Invoice: S3730247.001		01/25/17	02/03/17	\$17.40
		52-43-20-6110 FLUORESCENT LIGHT	\$17.40		
Vendor Total for: FROST ELECTRIC SUPPLY CO		(Fiscal YTD Payments: \$0.00)			\$17.40
G & K SERVICES - ST LOUIS					
	Invoice: 1070677920		01/24/17	02/03/17	\$53.01
		52-43-30-5930 WTR PLNT UNIFORMS	\$53.01		
	Invoice: 1070677921		01/24/17	02/03/17	\$58.07
		52-43-20-5930 WTR LNS UNIFORMS	\$58.07		
	Invoice: 1070677922		01/24/17	02/03/17	\$49.42
		52-44-30-5930 WW PLANT UNIFORMS	\$49.42		
	Invoice: 1070677923		01/24/17	02/03/17	\$55.04
		52-44-20-5930 WW LINES UNIFORMS	\$55.04		
	Invoice: 1070677925		01/24/17	02/03/17	\$99.51
		01-41-10-5930 STREET UNIFORMS	\$98.46		
		01-41-10-6520 URINAL SCREEN	\$1.05		
Vendor Total for: G & K SERVICES - ST LOUIS		(Fiscal YTD Payments: \$1,144.41)			\$315.05
GATEWAY RV LLC					
	Invoice: 3841		01/19/17	02/03/17	\$3.93
		01-41-10-6120 TRLR GREASE CAP	\$3.93		
Vendor Total for: GATEWAY RV LLC		(Fiscal YTD Payments: \$0.00)			\$3.93
GIFTS FOR INDIVIDUALS					
	Invoice: 25612		12/13/16	02/03/17	\$14.00
		01-20-10-6520 DM: LOCKER NMPLTE	\$14.00		
	Invoice: 25750		12/28/16	02/03/17	\$159.00

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-20-10-6520 CM: OFFCR OF MNTH	\$40.00		
		01-20-10-6520 SP: OFFCR OF MNTH	\$40.00		
		01-20-10-6520 PERPETUAL PLAQUE	\$79.00		
Vendor Total for: GIFTS FOR INDIVIDUALS		(Fiscal YTD Payments: \$0.00)			\$173.00
GRANICUS, INC					
	Invoice: 83624		01/17/17	02/03/17	\$169.43
		01-16-00-5370 02/17 SOFTWARE	\$169.43		
Vendor Total for: GRANICUS, INC		(Fiscal YTD Payments: \$19,376.87)			\$169.43
HACH COMPANY					
	Invoice: 10271473		01/13/17	02/03/17	\$59.99
		52-43-30-6520 HARDNESS SOLUTION	\$59.99		
	Invoice: 10273665		01/16/17	02/03/17	\$93.10
		52-43-30-6520 BUFFER SOLUTION	\$93.10		
Vendor Total for: HACH COMPANY		(Fiscal YTD Payments: \$0.00)			\$153.09
HELGET GAS PRODUCTS, INC					
	Invoice: 01536966		01/09/17	02/03/17	\$40.00
		01-31-10-6520 OXYGEN	\$40.00		
Vendor Total for: HELGET GAS PRODUCTS, INC		(Fiscal YTD Payments: \$96.70)			\$40.00
HEUERMANN, ADRIAN					
	Invoice: 01/18/17		01/18/17	02/03/17	\$89.05
		52-44-20-6120 PUMP MOTOR OIL	\$89.05		
Vendor Total for: HEUERMANN, ADRIAN		(Fiscal YTD Payments: \$0.00)			\$89.05
HOME DEPOT CREDIT SERVICES - 2008					
	Invoice: 2022803		12/22/16	02/03/17	\$7.17
		41-00-00-6520 UPTWN FLGPL BOLTS	\$7.17		
	Invoice: 2023902		01/11/17	02/03/17	\$23.68
		01-41-10-6160 SNOW CHAIN STRAPS	\$23.68		
	Invoice: 3012912		01/10/17	02/03/17	\$34.38
		01-65-00-6520 DOG PARK CBL TIES	\$34.38		
	Invoice: 3012925		01/10/17	02/03/17	\$53.52
		01-41-10-6140 PLYWOOD, DRN PIPE	\$41.64		
		01-41-10-6530 UTILITY KNIVES	\$11.88		

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
(HOME DEPOT CREDIT SERVICES - 2008 Cont'd)					
	Invoice: 3012943		01/10/17	02/03/17	\$82.29
		01-41-10-6530 TAPE MSR,BIT TIPS	\$22.73		
		01-41-10-6520 SCREWS, ANCHORS	\$59.56		
	Invoice: 4012806		01/09/17	02/03/17	\$30.14
		01-41-10-6170 WIRE ROPE, CLIP	\$30.14		
	Invoice: 4013880		01/19/17	02/03/17	\$46.84
		01-41-10-6130 CUTOFF WHL BLADES	\$16.88		
		01-41-10-6120 EGL SWPR STEEL	\$29.96		
	Invoice: 4013936		01/19/17	02/03/17	\$43.97
		01-14-00-6110 BOLTS, SCREWS	\$43.97		
	Invoice: 4023793		01/09/17	02/03/17	\$99.00
		01-41-10-6530 CORDLESS SCRWDVR	\$99.00		
	Invoice: 5024385		01/18/17	02/03/17	\$22.68
		01-41-10-6520 CUTOFF WHL BLADES	\$22.68		
	Invoice: 6024359		01/17/17	02/03/17	\$16.97
		01-41-10-6520 SHOP VAC FILTER	\$16.97		
	Invoice: 7011527		12/27/16	02/03/17	\$94.78
		28-00-00-8500 LUMBER,MASON LINE	\$94.78		
	Invoice: 9012367		01/04/17	02/03/17	\$3.97
		01-41-10-6520 BATTERY PACK	\$3.97		
	Invoice: 9023517		01/04/17	02/03/17	\$31.98
		01-41-10-6110 GARAGE DOOR OPENR	\$31.98		
Vendor Total for: HOME DEPOT CREDIT SERVICES - 2008		(Fiscal YTD Payments: \$849.33)			\$591.37
HOME DEPOT CREDIT SERVICES - 6489					
	Invoice: 2013045		01/11/17	02/03/17	\$163.42
		52-44-20-8500 PLYWOOD	\$163.42		
	Invoice: 3010954		12/21/16	02/03/17	\$79.32
		52-44-20-6520 PLYWOOD,SFTY FNCE	\$79.32		
	Invoice: 4013895		01/19/17	02/03/17	\$60.20
		52-44-30-6530 WIRE STRPR,CRMPNG	\$60.20		
	Invoice: 7832443		01/06/17	02/03/17	\$106.44
		52-44-20-6110 STEEL BEAM	\$106.44		
	Invoice: 9171918		01/04/17	02/03/17	-\$31.60
		52-44-20-6520 RTN TARPS	-\$28.96		
		52-44-20-6520 REFUND TAX	-\$2.64		
	Invoice: 9171919		01/04/17	02/03/17	\$28.96
		52-44-20-6520 TARPS	\$28.96		
Vendor Total for: HOME DEPOT CREDIT SERVICES - 6489		(Fiscal YTD Payments: \$1,308.00)			\$406.74

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
IL DEPARTMENT OF PUBLIC HEALTH					
	Invoice: 4TH QTR 2016		01/18/17	02/03/17	\$525.00
		01-00-00-2155 4TH QTR 16 FEE	\$525.00		
Vendor Total for: IL DEPARTMENT OF PUBLIC HEALTH (Fiscal YTD Payments: \$.00)					\$525.00
IL ELECTRIC WORKS INC					
	Invoice: RI2752		01/05/17	02/03/17	\$1,980.00
		52-44-30-5120 REBUILD MOTOR	\$1,980.00		
	Invoice: RI2763		01/06/17	02/03/17	\$3,646.00
		52-44-30-5120 RPL PUMP DRIVE	\$3,646.00		
Vendor Total for: IL ELECTRIC WORKS INC (Fiscal YTD Payments: \$.00)					\$5,626.00
ILL-MO PUMP & SUPPLY INC					
	Invoice: 57275		01/19/17	02/03/17	\$28.98
		01-45-00-6120 PUMP GASKETS	\$28.98		
Vendor Total for: ILL-MO PUMP & SUPPLY INC (Fiscal YTD Payments: \$.00)					\$28.98
IMCO UTILITY SUPPLY CO.					
	Invoice: 6037939-00		01/20/17	02/03/17	\$110.00
		MAIN ST WATER MAIN	\$110.00		
		41-00-00-8500 OAK SHIMS			
Vendor Total for: IMCO UTILITY SUPPLY CO. (Fiscal YTD Payments: \$.00)					\$110.00
JACK SCHMITT FORD					
	Invoice: 176587		12/23/16	02/03/17	\$681.51
		01-20-10-5130 #13 RPL IGTN COIL	\$681.51		
	Invoice: 176867		01/03/17	02/03/17	\$432.94
		01-20-10-5130 #13 RPL CANISTERS	\$432.94		
	Invoice: 177047C		01/10/17	02/03/17	\$87.50
		01-20-10-5130 #5 REP WSHR LINE	\$87.50		
	Invoice: 270009		01/26/17	02/03/17	\$67.39
		52-44-20-6130 #7 CENTER CAP	\$67.39		
	Invoice: 270029		01/30/17	02/03/17	\$29.22
		52-44-20-6130 #7 LUG NUTS	\$29.22		
Vendor Total for: JACK SCHMITT FORD (Fiscal YTD Payments: \$63.65)					\$1,298.56
K & B TRUCK REPAIR, INC					
	Invoice: 86274		01/13/17	02/03/17	\$596.19

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**Amount**

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		52-44-20-5130 #1 RPL BELT,TNSNR	\$596.19		
Vendor Total for: K & B TRUCK REPAIR, INC		(Fiscal YTD Payments: \$0.00)			\$596.19
KEY EQUIPMENT & SUPPLY, INC					
	Invoice: 150060	01-41-10-6120 VACTOR NOZZLES	01/24/17 \$3,155.27	02/03/17	\$3,155.27
Vendor Total for: KEY EQUIPMENT & SUPPLY, INC		(Fiscal YTD Payments: \$1,535.76)			\$3,155.27
KIENSTRA PRECAST LLC					
	Invoice: 2017-158	W COUNTRY LN 52-44-20-8500 RISER, SEALANT	01/20/17 \$288.00	02/03/17	\$288.00
	Invoice: 2017-216	POWELL 01-41-10-6140 FRAME & GRATE	01/26/17 \$220.00	02/03/17	\$220.00
Vendor Total for: KIENSTRA PRECAST LLC		(Fiscal YTD Payments: \$2,457.00)			\$508.00
KONE INC					
	Invoice: 949505635	01-14-00-5120 01/17 ELEV MAINT	01/01/17 \$284.24	02/03/17	\$284.24
Vendor Total for: KONE INC		(Fiscal YTD Payments: \$0.00)			\$284.24
LAURA BUICK					
	Invoice: 23645	01-30-00-5130 #1200 LOF	01/17/17 \$29.95	02/03/17	\$1,530.29
		01-30-00-5130 #1200 RPL 4 TIRES	\$661.60		
		01-30-00-5130 #1200 ALIGNMENT	\$119.00		
		01-30-00-5130 #1200 FRNT SUSPSN	\$25.00		
		01-30-00-5130 #1200 ALIGNMENT	\$119.00		
		01-30-00-5130 #1200 RPL CBN FTR	\$68.10		
		01-30-00-5130 #1200 FLUSH	\$105.00		
		01-30-00-5130 #1200 TRANS LINES	\$194.69		
		01-30-00-5130 #1200 TRANS FLUSH	\$189.95		
		01-30-00-5130 ENVIRONMENT CHG	\$18.00		
	Invoice: 23645 CR	OVERBILLED FOR ALIGNMENT	01/17/17	02/03/17	-\$119.00
		01-30-00-5130 #1200 ALIGNMENT	-\$119.00		
Vendor Total for: LAURA BUICK		(Fiscal YTD Payments: \$300.86)			\$1,411.29
LEON UNIFORM COMPANY, INC					
	Invoice: 398158	INITIAL ISSUE	01/12/17	02/03/17	\$23.90

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-30-00-4710 KE: NAMEBARS	\$23.90		
Vendor Total for: LEON UNIFORM COMPANY,INC		(Fiscal YTD Payments: \$103.92)			\$23.90
LHOIST NORTH AMERICA OF MISSOURI, I					
	Invoice: 1171900337	BOL #400033886 52-43-30-6560 26.72T QUICKLIME	01/25/17 \$5,076.80	02/03/17	\$5,076.80
Vendor Total for: LHOIST NORTH AMERICA OF MISSOURI, I		(Fiscal YTD Payments: \$9,978.80)			\$5,076.80
LICKENBROCK & SONS, INC					
	Invoice: 044414	01-41-10-6120 TRAILER STEEL	01/18/17 \$16.15	02/03/17	\$16.15
Vendor Total for: LICKENBROCK & SONS, INC		(Fiscal YTD Payments: \$.00)			\$16.15
LONDON SHOE SHOP					
	Invoice: 12/06/16 RJ CWG	01-41-10-4710 RJ: CWG 2016	12/06/16 \$240.00	02/03/17	\$240.00
Vendor Total for: LONDON SHOE SHOP		(Fiscal YTD Payments: \$.00)			\$240.00
LUCKY LINCOLN GAMING					
	Invoice: 12/16 REFUND	REFUND VIDEO GAMING LICENSE,STICKER 01-00-00-3270 REFUND VIDEO GMNG	12/16/16 \$1,750.00	02/03/17	\$1,750.00
Vendor Total for: LUCKY LINCOLN GAMING		(Fiscal YTD Payments: \$.00)			\$1,750.00
LYNN PEAVEY COMPANY					
	Invoice: 326453	01-20-10-6520 EVIDENCE BOXES	12/29/16 \$30.00	02/03/17	\$30.00
Vendor Total for: LYNN PEAVEY COMPANY		(Fiscal YTD Payments: \$.00)			\$30.00
MACLAIR ASPHALT SALES, LLC					
	Invoice: 1715	TICKET #110631 01-41-10-6140 2.61T EZ STREET	01/23/17 \$294.93	02/03/17	\$294.93
Vendor Total for: MACLAIR ASPHALT SALES, LLC		(Fiscal YTD Payments: \$1,225.21)			\$294.93
MCKAY AUTO PARTS, INC					
	Invoice: 200161		01/18/17	02/03/17	\$151.60

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		52-43-20-6120 FLUID EVACUATOR	\$151.60		
	Invoice: 200215		01/19/17	02/03/17	\$81.93
		01-41-10-6120 TRLR PAINT,PRIMER	\$81.93		
	Invoice: 200236		01/19/17	02/03/17	\$13.16
		52-44-30-6150 TERMINAL RINGS	\$13.16		
	Invoice: 200251		01/19/17	02/03/17	\$48.42
		01-41-10-6120 TRLR PAINT	\$48.42		
	Invoice: 200266		01/19/17	02/03/17	\$12.69
		52-44-20-6120 MWR SPK PLGS,FLTR	\$12.69		
	Invoice: 200815		01/25/17	02/03/17	\$8.05
		52-44-20-6120 SPK PLG,FUEL FLTR	\$8.05		
Vendor Total for: MCKAY AUTO PARTS, INC			(Fiscal YTD Payments: \$3,400.48)		\$315.85
MIDWEST MUNICIPAL SUPPLY INC					
	Invoice: 0157969	W COUNTRY LN	01/17/17	02/03/17	\$6,188.00
		52-44-20-8500 PVC PIPE,COUPLNGS	\$6,188.00		
	Invoice: 0158046	W COUNTRY LN	01/19/17	02/03/17	\$437.16
		52-44-20-8500 8" COUPLINGS	\$437.16		
	Invoice: 0158135	W COUNTRY LN	01/24/17	02/03/17	-\$663.00
		52-44-20-8500 RTN PVC PIPE	-\$663.00		
	Invoice: 0158192		01/26/17	02/03/17	\$120.40
		01-41-10-6140 12"DUAL WALL PIPE	\$120.40		
	Invoice: 0158287		01/31/17	02/03/17	\$4,000.00
		52-43-20-6150 3" WATER METERS	\$4,000.00		
Vendor Total for: MIDWEST MUNICIPAL SUPPLY INC			(Fiscal YTD Payments: \$1,138.81)		\$10,082.56
MISSISSIPPI LIME COMPANY					
	Invoice: 1298388	BOL #605002-1	01/11/17	02/03/17	\$3,915.20
		52-44-30-6560 24.47T HYDRD LIME	\$3,915.20		
	Invoice: 1299889	CORRECT UNDER-BILLING;BOL #605002-1	01/20/17	02/03/17	\$611.75
		52-44-30-6560 24.47T HYDRD LIME	\$611.75		
Vendor Total for: MISSISSIPPI LIME COMPANY			(Fiscal YTD Payments: \$0.00)		\$4,526.95
MOW PRINTING					
	Invoice: 74509		01/11/17	02/03/17	\$425.85
		01-14-00-5540 ENVELOPES	\$425.85		
	Invoice: 74532		01/11/17	02/03/17	\$78.59
		01-30-00-5540 KE: BUSINSS CARDS	\$78.59		
Vendor Total for: MOW PRINTING			(Fiscal YTD Payments: \$757.93)		\$504.44

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
NAT'L COOPERATIVE LEASING					
	Invoice: 89774		01/13/17	02/03/17	\$338.27
		01-64-00-5930 COPIER LEASE-CMDV	\$161.55		
		01-64-00-5930 PAPER TRAY LEASE	\$15.17		
		01-50-00-5930 COPIER LEASE-FIN	\$161.55		
Vendor Total for: NAT'L COOPERATIVE LEASING		(Fiscal YTD Payments: \$.00)			\$338.27
NEUMAYER EQUIPMENT COMPANY, INC					
	Invoice: 0560741-IN		12/12/16	02/03/17	\$80.58
		01-41-10-6520 FUEL NOZZLE	\$80.58		
	Invoice: 0564334-IN		01/26/17	02/03/17	-\$67.86
		01-41-10-6520 REFUND NOZZLE	-\$67.86		
Vendor Total for: NEUMAYER EQUIPMENT COMPANY, INC		(Fiscal YTD Payments: \$.00)			\$12.72
O'REILLY AUTOMOTIVE, INC. (786)					
	Invoice: 1068-268210		01/19/17	02/03/17	\$21.57
		01-41-10-6120 TRAILER SEALANT	\$21.57		
	Invoice: 1068-268252		01/19/17	02/03/17	\$8.74
		01-41-10-6120 TRLR WHL STUDS	\$8.74		
	Invoice: 1068-268283		01/19/17	02/03/17	\$7.23
		01-41-10-6120 TRLR DUST CAP,NUT	\$7.23		
	Invoice: 1068-269343		01/25/17	02/03/17	\$104.24
		01-41-10-6130 #25 BOOT,SPRK PLG	\$104.24		
Vendor Total for: O'REILLY AUTOMOTIVE, INC. (786)		(Fiscal YTD Payments: \$215.38)			\$141.78
OATES ASSOCIATES, INC					
	Invoice: 28674		01/17/17	02/03/17	\$1,755.00
		18-00-00-5320 S CLINTON PH 2	\$1,755.00		
	Invoice: 28675		01/17/17	02/03/17	\$15,017.50
		41-00-00-8500 MAIN ST RESURFACE	\$15,017.50		
	Invoice: 28676		01/17/17	02/03/17	\$6,721.20
		41-00-00-8500 CLAY STRTSCAPE 1	\$6,721.20		
	Invoice: 28677		01/17/17	02/03/17	\$29,501.78
		41-00-00-8500 STREETSCAPE PH 4	\$29,501.78		
	Invoice: 28698		01/19/17	02/03/17	\$17,749.99
		47-00-00-8500 BELTLINE/KEEBLER	\$17,749.99		
Vendor Total for: OATES ASSOCIATES, INC		(Fiscal YTD Payments: \$.00)			\$70,745.47



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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
OK FASTENERS, INC	Invoice: 160492	01-41-10-6120 HEX CAP SCREWS	01/09/17 \$4.63	02/03/17	\$4.63
Vendor Total for: OK FASTENERS, INC		(Fiscal YTD Payments: \$0.00)			\$4.63
OMNISITE	Invoice: 54371	52-44-20-6150 OMNISITE UPGRADE	01/12/17 \$242.58	02/03/17	\$242.58
Vendor Total for: OMNISITE		(Fiscal YTD Payments: \$1,032.00)			\$242.58
OVERHEAD DOOR CO	Invoice: 514960	01-20-00-5110 RPL GATE MOTOR	12/15/16 \$1,372.17	02/03/17	\$1,372.17
Vendor Total for: OVERHEAD DOOR CO		(Fiscal YTD Payments: \$0.00)			\$1,372.17
PAK MAIL #248	Invoice: 25602	01-20-00-5510 SHIP MONITOR	12/05/16 \$12.00	02/03/17	\$12.00
	Invoice: 26361	01-20-00-5510 SHIP SERVER PPRWK	12/19/16 \$5.24	02/03/17	\$5.24
	Invoice: 27649	52-44-30-5510 SHIP CAMERA	01/27/17 \$25.71	02/03/17	\$25.71
Vendor Total for: PAK MAIL #248		(Fiscal YTD Payments: \$7.20)			\$42.95
PATTERSON BRAKE & FRONT END SERVICE, INC	Invoice: 82364	01-41-10-6120 TRAILER RPL TIRES	01/25/17 \$341.00	02/03/17	\$341.00
Vendor Total for: PATTERSON BRAKE & FRONT END SERVICE, INC		(Fiscal YTD Payments: \$197.00)			\$341.00
RCGA - ST. LOUIS	Invoice: 325801 (17)	01-10-00-5610 ANNUAL DUES 2017	01/20/17 \$3,350.00	02/03/17	\$3,350.00
Vendor Total for: RCGA - ST. LOUIS		(Fiscal YTD Payments: \$0.00)			\$3,350.00
RED BUD SUPPLY INC	Invoice: 146510		01/03/17	02/03/17	\$43.65

**Board Listing**  
For Meeting Dated 02/13/17

List #396

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		52-44-30-6520 LATEX GLOVES			\$43.65
Vendor Total for: RED BUD SUPPLY INC			(Fiscal YTD Payments: \$.00)		\$43.65
REPUBLIC SERVCES #350					
	Invoice: 0350-003310839				
		01-45-00-5730 02/17 TRASH SRV	01/15/17	02/03/17	\$119,837.63
Vendor Total for: REPUBLIC SERVCES #350			(Fiscal YTD Payments: \$121,077.63)		\$119,837.63
RP LUMBER, INC					
	Invoice: 1701-368134				
		28-00-00-8500 BENDER BOARD	01/03/17	02/03/17	\$129.91
		28-00-00-8500 BLACK DRYWALL	\$111.92		
			\$17.99		
Vendor Total for: RP LUMBER, INC			(Fiscal YTD Payments: \$.00)		\$129.91
SIUE					
	Invoice: 750-035-C3 (17)				
		52-43-20-5630 DK: PLUMBNG CLASS	01/31/17	02/03/17	\$50.00
		52-43-30-5630 DK: PLUMBNG CLASS	\$25.00		
			\$25.00		
Vendor Total for: SIUE			(Fiscal YTD Payments: \$.00)		\$50.00
STAPLES ADVANTAGE					
	Invoice: 3326545280				
		01-14-00-6510 COPY PAPER	01/07/17	02/03/17	\$197.72
		01-14-00-6510 STORAGE TOTES	\$144.80		
		01-15-00-6510 FILE BOXES	\$23.97		
			\$28.95		
	Invoice: 3326698761				
		01-66-00-6510 TAPE	01/08/17	02/03/17	\$121.53
		01-64-00-6510 INK	\$8.79		
		01-20-20-6510 FILE FOLDERS	\$96.99		
			\$15.75		
	Invoice: 3326794414				
		01-16-00-6510 WRLS MOUSE,KYBRDS	01/11/17	02/03/17	\$139.96
			\$139.96		
	Invoice: 3326863194				
		01-14-00-6520 DISH SOAP	01/12/17	02/03/17	\$4.22
			\$4.22		
	Invoice: 3327111382				
		01-30-00-6510 PRINTER PAPER	01/14/17	02/03/17	\$101.76
			\$101.76		
	Invoice: 3327608459				
		01-14-00-6520 DISH WAND	01/20/17	02/03/17	\$94.65
		01-14-00-6510 PRINTER INK	\$4.99		
			\$64.68		

**Board Listing**  
For Meeting Dated 02/13/17

List #396

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
	Invoice: 3327608461	01-14-00-6510 ENVELOPES	\$24.98		
			01/20/17	02/03/17	\$462.26
		01-40-00-6510 PRINTER INK	\$154.10		
		52-44-20-6510 PRINTER INK	\$154.08		
	Invoice: 3327772910	52-44-30-6510 PRINTER INK	\$154.08		
		01-14-00-6520 DISH SPONGES	01/21/17	02/03/17	\$4.99
			\$4.99		
Vendor Total for: STAPLES ADVANTAGE		(Fiscal YTD Payments: \$1,679.53)			\$1,127.09
STATE INDUSTRIAL PRODUCTS					
	Invoice: 98103900		01/18/17	02/03/17	\$556.28
		52-44-20-6560 L/S DEGREASER	\$556.28		
Vendor Total for: STATE INDUSTRIAL PRODUCTS		(Fiscal YTD Payments: \$554.73)			\$556.28
TECH ELECTRONICS, INC.					
	Invoice: I170111409	01/28/17-04/27/17	12/28/16	02/03/17	\$415.80
		01-14-00-5120 FIRE ALARM MAINT	\$415.80		
Vendor Total for: TECH ELECTRONICS, INC.		(Fiscal YTD Payments: \$.00)			\$415.80
TETRA TECH DIVISIONS, INC					
	Invoice: 51140952	ORD #16-12	01/23/17	02/03/17	\$9,294.82
		01-45-00-5490 MONITORNG LANDFIL	\$9,294.82		
Vendor Total for: TETRA TECH DIVISIONS, INC		(Fiscal YTD Payments: \$.00)			\$9,294.82
TROVERCO, INC					
	Invoice: 1000723010		12/23/16	02/03/17	\$118.30
		01-20-10-6520 PRISONER MEALS	\$118.30		
	Invoice: 1000744009		01/13/17	02/03/17	\$141.96
		01-20-10-6520 PRISONER MEALS	\$141.96		
Vendor Total for: TROVERCO, INC		(Fiscal YTD Payments: \$94.64)			\$260.26
TRUCK CENTERS, INC					
	Invoice: F110378546:01		01/30/17	02/03/17	\$21.46
		01-41-10-6120 EGL SWPR VALVE	\$21.46		
Vendor Total for: TRUCK CENTERS, INC		(Fiscal YTD Payments: \$4,184.39)			\$21.46

**Board Listing**  
For Meeting Dated 02/13/17

List #396

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
ULINE	Invoice: 83797393	01-16-00-6520 TAPE, VELCRO	01/24/17 \$111.33	02/03/17	\$111.33
Vendor Total for: ULINE		(Fiscal YTD Payments: \$0.00)			\$111.33
VERIZON WIRELESS	Invoice: 9778267879	01-14-00-5520 12/8-1/7 EMRGNCY	01/07/17 \$52.41	02/03/17	\$52.41
Vendor Total for: VERIZON WIRELESS		(Fiscal YTD Payments: \$1,808.61)			\$52.41
VERIZON WIRELESS (FD)	Invoice: 9778267880	01-30-00-5520 12/08-01/07 CELL	01/07/17 \$92.71	02/03/17	\$92.71
Vendor Total for: VERIZON WIRELESS (FD)		(Fiscal YTD Payments: \$0.00)			\$92.71
WALKER HEATING & COOLING	Invoice: 1737	CITY HALL BOILER 01-14-00-5110 RPL ACTUATOR 01-14-00-5110 INSTL TRANSFORMER	12/30/16 \$260.00 \$505.00	02/03/17	\$765.00
Vendor Total for: WALKER HEATING & COOLING		(Fiscal YTD Payments: \$0.00)			\$765.00
WALMART COMMUNITY/GECRB	Invoice: 000637	01-20-10-6520 SURGE PROTECTOR	01/03/17 \$29.97	02/03/17	\$29.97
	Invoice: 001378	01-20-10-6520 FILE CBNTS,BOARD	01/06/17 \$147.26	02/03/17	\$147.26
	Invoice: 002504	01-20-40-6540 PNSL,BLCH,DTGNT 01-20-40-6520 LITTER, CAT FOOD	12/07/16 \$64.98 \$54.63	02/03/17	\$119.61
	Invoice: 004141	01-20-00-6520 PLATES, UTENSILS	12/08/16 \$39.65	02/03/17	\$39.65
	Invoice: 004391	01-20-40-6520 LITTER, DOG FOOD 01-20-40-6540 PNSL,BLCH,KLEENX	12/14/16 \$101.61 \$70.58	02/03/17	\$172.19
	Invoice: 005020	01-20-10-6520 PRSNR MEALS,DRNKS	01/01/17 \$42.50	02/03/17	\$42.50
	Invoice: 007634	01-20-40-6520 LITTER, CAT FOOD	12/28/16 \$123.48	02/03/17	\$191.53

**Board Listing**  
For Meeting Dated 02/13/17

List #396

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
	Invoice: 009915	01-20-40-6540 DISH SP,BLCH,PNSL	\$68.05		
			12/21/16	02/03/17	\$109.12
		01-20-10-6520 CUPS	\$23.22		
		01-20-00-6540 KLEENX,CLR X WIPES	\$85.90		
Vendor Total for: WALMART COMMUNITY/GECRB		(Fiscal YTD Payments: \$.00)			\$851.83
WALMART COMMUNITY/GECRB					
	Invoice: 010196				
		52-43-30-6120 SCADA BTRY BCKUP	01/10/17	02/03/17	\$74.97
			\$74.97		
Vendor Total for: WALMART COMMUNITY/GECRB		(Fiscal YTD Payments: \$124.36)			\$74.97
WALMART COMMUNITY/GECRB					
	Invoice: 014458				
		52-44-30-6520 TLT PPR, PPR TWLS	12/14/16	02/03/17	\$49.41
			\$49.41		
Vendor Total for: WALMART COMMUNITY/GECRB		(Fiscal YTD Payments: \$.00)			\$49.41
WALMART COMMUNITY/GECRB					
	Invoice: 016121				
		52-43-30-6520 HEATER, TIMER	12/16/16	02/03/17	\$29.91
			\$29.91		
Vendor Total for: WALMART COMMUNITY/GECRB		(Fiscal YTD Payments: \$124.36)			\$29.91
WALMART COMMUNITY/GECRB					
	Invoice: 028185				
		52-44-20-6520 SPOTLIGHT	12/28/16	02/03/17	\$49.97
			\$29.97		
	Invoice: 030237	01-00-00-3840 SPOTLIGHT	\$20.00		
		52-44-20-6520 WASH,WX,PPR PLTS	12/30/16	02/03/17	\$135.97
		52-44-30-6520 LAB WATER	\$130.69		
			\$5.28		
Vendor Total for: WALMART COMMUNITY/GECRB		(Fiscal YTD Payments: \$.00)			\$185.94
WEIL-LOMBARDO TRAILERS					
	Invoice: 16110				
		01-41-10-6120 TRAILER SPRING	01/24/17	02/03/17	\$75.00
			\$75.00		
Vendor Total for: WEIL-LOMBARDO TRAILERS		(Fiscal YTD Payments: \$.00)			\$75.00
WILLIAMS OFFICE PRODUCTS, INC.					
	Invoice: 034082				
			01/11/17	02/03/17	\$332.26

**Board Listing**  
For Meeting Dated 02/13/17

List #396

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-14-00-5170 COPIER MAINT-ADMN	\$102.15		
		01-50-00-5170 COPIER MAINT-FIN	\$105.08		
		01-64-00-5170 COPIER MAINT-CMDV	\$125.03		
	Invoice: 034154		01/06/17	02/03/17	\$342.10
		01-41-10-5170 COPIER MAINT	\$342.10		
Vendor Total for: WILLIAMS OFFICE PRODUCTS, INC.		(Fiscal YTD Payments: \$1,316.15)			\$674.36
XEROX CORPORATION					
	Invoice: 2384203		12/27/16	02/03/17	\$139.49
		01-20-20-6520 PRINTER INK	\$139.49		
	Invoice: 2384410		12/28/16	02/03/17	\$278.98
		01-20-20-6520 PRINTER INK	\$278.98		
	Invoice: 2392241		01/13/17	02/03/17	\$89.99
		01-20-20-6520 PRINTER MAINT KIT	\$89.99		
Vendor Total for: XEROX CORPORATION		(Fiscal YTD Payments: \$26.00)			\$508.46
ZOLL MEDICAL CORPORATION					
	Invoice: 2468756		01/06/17	02/03/17	\$498.79
		01-31-10-6520 INFANT CUFFS	\$133.89		
		01-31-10-6520 PEDIATRIC SENSORS	\$364.90		
Vendor Total for: ZOLL MEDICAL CORPORATION		(Fiscal YTD Payments: \$1,419.00)			\$498.79

**Board Listing**  
For Meeting Dated 02/13/17

**List #396**  
**Amount**

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GENERAL FUND	\$193,317.45
COLLINS HOUSE (HPC)	\$22.00
MOTOR FUEL TAX FUND	\$1,755.00
CAPITAL PROJECTS FUND	\$224.69
TIF DISTRICT #1	\$51,478.35
NORTHEAST BUSINESS DISTRICT	\$17,749.99
WATER & SEWER OPERATIONS	\$44,548.25
Grand Total:	\$309,095.73
Total Vendors:	89
TOTAL FOR REGULAR CHECKS:	\$289,405.39
TOTAL FOR DIRECT PAY VENDORS:	\$19,690.34

# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Motion to Approve Payroll for the Period Ending January 13, 2017 and January 27, 2017 in the Amount of \$1,099,145.98

**STRATEGIC PLAN GOAL:** Goal # 7 – Financial Stewardship and Sustainability

**BACKGROUND:**

Payroll amounts are as follows:

Payroll Ending January 13, 2017 (Regular payroll)	\$545,799.62
Payroll Ending January 27, 2017 (Regular payroll)	\$553,346.36

**RECOMMENDATION:**

The Director of Finance recommends approval of the Motion to Approve Payroll for the Period Ending January 13, 2017 and January 27, 2017 in the amount of \$1,099,145.98

**ITEM SUBMITTED BY:** Tamara Ammann, Director of Finance

**ATTACHMENTS:** Payroll Report



CITY OF COLLINSVILLE  
 P A Y R O L L B O A R D L I S T  
 E M P L O Y E E C H E C K S  
 PAYROLL ENDING DATE 01/13/17

01/19/17

EMPLOYEE	DATE	CHECK NO	GROSS	OT PAY	HOURS			
13BAIMI-BAIR, MITCHELL E	01/20/17	90065915 90065916	5396.87	.00	81.00			
13CUNKE-CUNNINGHAM, KENDRA ANN	01/20/17	90065917	1730.77	.00	80.00			
Totals for Department 13				- Checks:	3	7127.64	.00	
14COTKI-COTTON-WASSER, KIMBERL	01/20/17	90065918 90065919	2805.91	405.13	89.00			
Totals for Department 14				- Checks:	2	2805.91	405.13	
150BRST-O'BRIEN, STACEY J	01/20/17	90065920	2550.00	.00	80.00			
Totals for Department 15				- Checks:	1	2550.00	.00	
15DRUPA-DRURY, PAYTON ELIZABET	01/20/17	90065921	60.00	.00	4.00			
Totals for Department 15P				- Checks:	1	60.00	.00	
16AHLMA-AHLVERS, MARK E	01/20/17	90065922	2571.54	.00	80.00			
16MCCDA-MCCORMICK, DANIEL P	01/20/17	90065923 90065924	2400.78	.00	80.00			
Totals for Department 16				- Checks:	3	4972.32	.00	
20BOEJO-BOERM, JON B	01/20/17	90065925	3597.31	.00	80.00			
20EVAST-EVANS, STEPHEN R	01/20/17	90065926 90065927	3955.39	.00	80.00			
20HERER-HERMAN, ERIC A	01/20/17	90065928	3515.78	.00	80.00			
20MACCH-MACKIN, CHARLES E	01/20/17	90065929 90065930	3515.78	.00	80.00			
20MAYTE-MAY, TERESA LYNN	01/20/17	90065931 90065932	2157.70	.00	80.00			
20WEER-OWEN, ERIC D	01/20/17	90065933	3515.78	.00	80.00			
20SCAGA-SCAGGS, GARY W	01/20/17	90065934	3515.78	.00	80.00			
20WITRI-WITTENAUER, RICHARD E	01/20/17	90065935	3597.31	.00	80.00			
Totals for Department 20				- Checks:	11	27370.83	.00	
21AKEBR-AKERS, BRADLEY J	01/20/17	90065936	3722.42	542.10	98.00			
21BAUMI-BAUER, MICHAEL P	01/20/17	90065937	3388.70	648.90	88.00			
21BELMI-BELL, MICHAEL W	01/20/17	90065938 90065939 90065940	3321.12	.00	88.00			
21BROMI-BROWN, MICHAEL G	01/20/17	90065941 90065942 90065943	4033.68	917.20	174.75			

CITY OF COLLINSVILLE  
 P A Y R O L L B O A R D L I S T  
 E M P L O Y E E C H E C K S  
 PAYROLL ENDING DATE 01/13/17

01/19/17

EMPLOYEE	DATE	CHECK NO	GROSS	OT PAY	HOURS
21CERJO-CERNA, JOSE A	01/20/17	90065944	3832.15	436.92	101.25
21COLCO-COLBERT, CORTNEY J	01/20/17	90065945 90065946	3361.02	612.90	92.00
21COOME-COOPER, MELISSA M	01/20/17	90065947 90065948	3176.80	.00	88.00
21DANER-DANFORD, ERIC K	01/20/17	90065949 90065950	3877.45	123.42	93.25
21EDWJA-EDWARDS, JAY R	01/20/17	90065951	3114.32	.00	88.00
21FIEJO-FIELDS, JOSHUA M	01/20/17	90065952	3020.52	.00	88.00
21HARJA-HARRISON, JASON M	01/20/17	90065953	3058.88	.00	88.00
21HUNJO-HUNT, JOSHUA MICHAEL	01/20/17	90065954	4037.66	952.38	106.00
21JACKE-JACKSON, KEITH A	01/20/17	90065955	4754.32	1632.08	115.25
21JERWI-JEREMIAS, WILBERT G	01/20/17	90065956	3460.16	.00	88.00
21KILPA-KILQUIST, PAUL D	01/20/17	90065957	3218.48	.00	100.00
21KOEBE-KOERTGE, BENJAMIN C	01/20/17	90065958	2805.28	527.76	88.00
21KRUMA-KRUG, MARK A	01/20/17	90065959	3517.36	.00	88.00
21KUEMA-KUECHLE, MARK E	01/20/17	90065960	3130.16	.00	88.00
21KUNTO-KUNZ, TODD J	01/20/17	90065961	3025.82	.00	82.00
21KYRJE-KYROUAC, JENNIFER L	01/20/17	90065962 90065963	3176.80	.00	88.00
21LUNSA-LUNA, SAMUEL G	01/20/17	90065964	2999.92	.00	88.00
21MADDY-MADRON, DYLAN JOHN	01/20/17	90065965 90065966	3054.90	539.10	96.00
21MARCO-MARTIN, COREY L	01/20/17	90065967	2635.60	.00	88.00
21PICBR-PICKEREL, BRADLEY	01/20/17	90065968	3539.00	424.68	96.00
21PORDA-PORTER, DANIEL T	01/20/17	90065969 90065970 90065971	3329.04	.00	88.00

CITY OF COLLINSVILLE  
P A Y R O L L B O A R D L I S T  
E M P L O Y E E C H E C K S  
PAYROLL ENDING DATE 01/13/17

01/19/17

EMPLOYEE	DATE	CHECK NO	GROSS	OT PAY	HOURS		
21PRISC-PRITCHETT, SCOTT M	01/20/17	90065972	3490.81	286.73	93.25		
21PYRST-PYRDECK, STEVEN P	01/20/17	90065973	3444.26	638.64	118.00		
21REIMI-REICHERT, MICHAEL W	01/20/17	90065974 90065975 90065976	3452.62	.00	94.00		
21ROSTR-ROSS, TRENT A	01/20/17	90065977	3055.36	.00	88.00		
21ROWLE-ROWLAND, LELAND R	01/20/17	90065978	3682.03	61.71	89.00		
21SEVTI-SEVERINE, TIMOTHY J	01/20/17	90065979	3165.60	601.56	88.00		
21TALDO-TALBOT, DOUGLAS W	01/20/17	90065980	3521.49	743.53	101.75		
21TERMA-TERVEER, MARK D	01/20/17	90065981	3472.08	.00	92.00		
21TISKE-TISCH, KEVIN L	01/20/17	90065982	3472.00	729.12	92.50		
21WARCH-WARREN, CHRISTOPHER	01/20/17	90065983	3080.00	.00	88.00		
21WOLNI-WOLOSZYN, NICHOLAS R	01/20/17	90065984	2864.50	539.10	88.00		
Totals for Department 21				- Checks:	49	121292.31	10957.83
21BERWI-BERGER, WILLIAM L	01/20/17	90065985 90065986 90065987	1665.39	.00	80.00		
Totals for Department 21A				- Checks:	3	1665.39	.00
22BEAJA-BEAN, JACQUELYN M P	01/20/17	90065988	2626.75	500.58	130.00		
22CHRFMI-CHRISTENSEN, MICHAEL W	01/20/17	90065989	2262.28	295.08	88.00		
22COULA-COULTER, LAUREN M	01/20/17	90065990	2943.83	516.75	104.50		
22GORSH-GORKA, SHEILA K	01/20/17	90065991 90065992 90065993	2101.44	.00	88.00		
22HARYO-HARRIS, YOLANDA R	01/20/17	90065994	2248.92	292.32	114.00		
22HOVKE-HOVORKA, KELSEY D	01/20/17	90065995	2144.99	179.16	177.50		
22KIRLI-KIRK, LISA G	01/20/17	90065996	2474.60	.00	94.00		
22LACAL-LACQUEMENT, ALAN R	01/20/17	90065997 90065998 90065999	2560.65	.00	163.75		

CITY OF COLLINSVILLE  
P A Y R O L L B O A R D L I S T  
E M P L O Y E E C H E C K S  
PAYROLL ENDING DATE 01/13/17

01/19/17

EMPLOYEE	DATE	CHECK NO	GROSS	OT PAY	HOURS			
22LINAN-LINDAUER, ANDREA S	01/20/17	90066000	2546.32	330.72	124.00			
22LOVMA-LOVATTO, MARISSA A	01/20/17	90066001 90066002	2447.28	.00	88.00			
22MERC0-MERSINGER, COURTNEY M	01/20/17	90066003	1456.88	.00	116.00			
22OLLCH-OLLER, CHRISTINA M	01/20/17	90066004	2606.48	497.16	122.00			
22TIMKE-TIMKEN, KELSEY E	01/20/17	90066005	1902.40	.00	80.00			
22VERSH-VERSTRAETE, SHERI LYNN	01/20/17	90066006	1666.41	.00	80.00			
Totals for Department 22				- Checks:	19	31989.23	2611.77	
22WISLO-WISE, LORI A	01/20/17	90066007	2390.40	.00	80.00			
Totals for Department 22A				- Checks:	1	2390.40	.00	
24LALNA-LALEMAN, NATHANIEL	01/20/17	90066008 90066009	1867.87	69.18	80.00			
24PARJE-PARRACK, JESSE W	01/20/17	90066010	2029.28	.00	88.00			
Totals for Department 24				- Checks:	3	3897.15	69.18	
25BUEAN-BUETTNER, ANDREW H	01/20/17	90066011	439.28	.00	19.00			
25DELAN-DELANEY, ANTHONY THOMA	01/20/17A	90066012	237.76	.00	16.00			
25FERKA-FERGUSON, KAITLYN D	01/20/17	90066013	924.80	.00	40.00			
25LAWJA-LAWSON, JADE MARIE	01/20/17	90066014	237.76	.00	16.00			
25MITCH-MITCHELL, CHRISTOPHER	01/20/17	90066015	475.52	.00	32.00			
25PADAD-PADILLA, ADAM MICHAEL	01/20/17	90066016	490.38	.00	33.00			
25ROBSH-ROBINSON, SHAWNA	01/20/17	90066017	138.72	.00	6.00			
25RUNJA-RUNYAN, JARED	01/20/17	90066018	369.92	.00	16.00			
25WILKE-WILKE, KELLEY C	01/20/17	90066019	766.35	.00	39.00			
25WORJO-WORTH, JOHN-MARK ISAAC	01/20/17	90066020	356.64	.00	24.00			
Totals for Department 25P				- Checks:	10	4437.13	.00	
30DEARO-DEADMOND, ROBERT D	01/20/17	90066021	3400.80	.00	80.00			
Totals for Department 30				- Checks:	1	3400.80	.00	
30ANDJA-ANDERSON, JAMES	01/20/17	90066022	577.25	.00	14.50			
Totals for Department 30P				- Checks:	1	577.25	.00	
31ARNFR-ARNOLD, FRANK J	01/20/17	90066023	4036.61	579.29	104.50			
31BADDABADGETT, DAVID G	01/20/17	90066024	3794.44	501.64	105.75			

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31BASPH-BASSETT, PHILIP DANIEL	01/20/17	90066025	3527.30	805.94	110.25
31BENDA-BENNETT, DAVID A	01/20/17	90066026	4144.57	498.49	104.75
31BENJO-BENKER, JOSEPH	01/20/17	90066027	3170.72	159.56	95.25
31BRIJE-BRICKEEN, JERRY T	01/20/17	90066028	3355.30	80.10	93.50
31CANJO-CANULL, JOHN	01/20/17	90066029	3085.81	.00	103.00
31CASCH-CASTENS, CHRISTOPHER A	01/20/17	90066030 90066031	3348.38	50.48	147.00
31CHISI-CHILDERSO, SIMON EDWA	01/20/17	90066032	2586.40	.00	92.00
31FRACH-FRAWLEY, CHRISTOPHER N	01/20/17	90066033	4794.74	1535.18	121.00
31GAFMI-GAFFORD, MICHAEL D	01/20/17	90066034	3758.52	547.72	102.50
31GILMA-GILES, MATTHEW C	01/20/17	90066035	3317.55	92.03	93.75
31GOSJE-GOSSETT, JEREMY C	01/20/17	90066036	4211.38	962.82	110.00
31GULDA-GULLEDGE, DANIEL	01/20/17	90066037	3171.66	.00	98.00
31HAMBR-HAMILTON, BRIAN R	01/20/17	90066038 90066039	3495.36	.00	96.00
31HARMI-HARRIS, MICHAEL E	01/20/17	90066040	3807.30	514.50	106.00
31KATDU-KATICH, DUSTIN J	01/20/17	90066041	4853.82	1259.91	117.58
31KLUNI-KLUCKER, NICHOLAS L	01/20/17	90066042	4086.66	999.50	124.00
31LEEKA-LEE, KALEB R	01/20/17	90066043 90066044 90066045	3398.56	599.24	105.00
31LITKU-LITTEKEN, KURT W	01/20/17	90066046	3441.19	160.47	95.00
31LUTMI-LUTZ, MICHAEL STEVEN	01/20/17	90066047	4535.86	1226.14	114.50
31MEADA-MEADOWS, DAVID C	01/20/17	90066048	3698.29	171.32	95.67
31MIKMI-MIKOFF, MICHAEL L	01/20/17	90066049	3845.57	706.41	117.75
31OSBDE-OSBORN, DEREK C	01/20/17	90066050	3418.23	260.03	97.00

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31PETTI-PETERS, TIMOTHY MICHAEL	01/20/17	90066051	2743.68	.00	96.00		
31RAITI-RAINEY, TIMOTHY P	01/20/17	90066052 90066053	4129.00	669.40	103.75		
31REEST-REED, STEVEN J	01/20/17	90066054	3701.50	605.70	104.00		
31SCHER-SCHRAGE, ERIC J	01/20/17	90066055 90066056	5761.00	2416.72	136.25		
31SIEDA-SIENKIEWICZ, DAVID M	01/20/17	90066057 90066058	3275.20	.00	92.00		
31THOJA-THOMPSON, JAMES M	01/20/17	90066059	3254.02	247.58	97.00		
31WARJA-WARNER, JASON	01/20/17	90066060 90066061 90066062	3451.44	295.84	97.75		
Totals for Department 31				- Checks:	40	115200.06	15946.01
40TURTR-TURNER, TROY LEE	01/20/17	90066063 90066064	3461.55	.00	80.00		
Totals for Department 40				- Checks:	2	3461.55	.00
41BATCH-BATES, CHAD S	01/20/17	90066065	2487.12	483.02	96.00		
41CLADA-CLARK, DANIEL P	01/20/17	90066066 90066067 90066068 90066069	3187.38	477.38	93.50		
41DELRO-DELANEY, ROBERT M	01/20/17	90066070 90066071	2884.50	246.60	86.00		
41FOHKH-FOHNE, KHRISTOPHER W	01/20/17	90066072	2004.10	.00	83.00		
41GOERO-GOETTER, RONALD L	01/20/17	90066073	2244.11	.00	83.00		
41JACRA-JACKSON, RANDY B	01/20/17	90066074 90066075	2757.75	234.45	88.00		
41KLEPA-KLEIN, PAUL J	01/20/17	90066076 90066077 90066078	2475.30	.00	83.00		
41MEIMA-MEIER, MATTHEW S	01/20/17	90066079	2801.16	301.86	89.50		
41MOTCH-MOTIEJAITIS, CHAD R	01/20/17	90066080	3103.02	603.72	96.00		

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41MURDA-MURPHY, DANIEL J	01/20/17	90066081 90066082 90066083	3421.83	819.83	101.00			
41NIEVI-NIEMEIER, VINCENT L	01/20/17	90066084 90066085	2331.00	334.40	91.00			
41PROMI-PROSSER, MICHAEL J	01/20/17	90066086 90066087	2931.02	195.42	171.00			
41SHETE-SHEPHARD, TERRY A	01/20/17	90066088	3073.17	597.87	96.00			
41STABA-STANTON, BARRY S	01/20/17	90066089	2475.30	.00	83.00			
41WATRO-WATT, RONALD C	01/20/17	90066090	3103.02	603.72	96.00			
Totals for Department 411				- Checks:	26	41279.78	4898.27	
41AHLCA-AHLVERS, CAMERON B	01/20/17	90066091	65.18	.00	5.50			
41HUNSH-HUNTER, SHAWN MICHAEL	01/20/17	90066092	580.65	.00	49.00			
41JABJO-JABLONSKI, JOHN M	01/20/17	90066093	568.80	.00	48.00			
41RAPTH-RAPP, THOMAS ALEXANDER	01/20/17	90066094	379.20	.00	32.00			
41RICJO-RICE, JOSHUA TYLER	01/20/17	90066095	687.30	.00	58.00			
Totals for Department 411P				- Checks:	5	2281.13	.00	
43GUSJA-GUSHLEFF, JANET E	01/20/17	90066096 90066097	2019.20	.00	80.00			
43KREDE-KRESS, DENNIS	01/20/17	90066098 90066099 90066100	3864.23	.00	80.00			
Totals for Department 43				- Checks:	5	5883.43	.00	
43CALWI-CALANDRO, WILLIAM M	01/20/17	90066101 90066102	3088.67	620.87	95.50			
43FRIRU-FRIEDERICH, RUSSELL M	01/20/17	90066103	2476.80	.00	80.00			
43GRITO-GRIES, TODD A	01/20/17	90066104 90066105	2476.80	.00	80.00			
43HENKE-HENDERSON, KEITH W	01/20/17	90066106	1996.60	.00	82.00			
43JEFMI-JEFFRIES, MICHAEL J	01/20/17	90066107	2713.10	.00	161.00			
43KILAD-KILLIAN, ADAM M	01/20/17	90066108	3361.76	790.76	98.50			

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43MOOAD-MOORE, ADAM J	01/20/17	90066109	2275.26	278.66	89.50			
43PAYMA-PAYNE, MATTHEW JOHN	01/20/17	90066110	2452.80	.00	80.00			
43TARDE-TARRANT, DENNIS A	01/20/17	90066111	2491.80	.00	82.00			
Totals for Department 432				- Checks:	11	23333.59	1690.29	
43JULGE-JULIAN, GEORGE R	01/20/17	90066112	3668.72	838.32	97.00			
43KAVWI-KAVALIUNAS, WILLIAM M	01/20/17	90066113	3277.67	114.72	164.00			
43LIEEM-LIENARD, EMIL S	01/20/17	90066114	3156.84	411.24	89.00			
43MONDO-MONTGOMERY, DOUGLAS L	01/20/17	90066115	3537.00	419.16	97.00			
43MOUST-MOULTON, STEPHEN	01/20/17	90066116	3229.56	419.16	89.00			
43PICTI-PICKEL, TIMOTHY W	01/20/17	90066117	3241.56	419.16	89.00			
Totals for Department 433				- Checks:	6	20111.35	2621.76	
44BANST-BANKS, STEPHEN D	01/20/17	90066118 90066119 90066120	2547.69	46.89	81.00			
44CLACH-CLARK, CHRISTOPHER M	01/20/17	90066121 90066122 90066123	2510.80	.00	88.00			
44CLULA-CLUBB, LARRY E	01/20/17	90066124 90066125	2548.47	23.67	80.50			
44HOPKI-HOPKINS, KIMBERLY V	01/20/17	90066126	2532.64	.00	80.00			
44KREDA-KRESS, DALE K	01/20/17	90066127 90066128	2528.72	.00	80.00			
44NAGER-NAGEL, ERIC M	01/20/17	90066129	2858.39	123.30	165.00			
44SCHJO-SCHAEFFER, JOHN D	01/20/17	90066130 90066131	2221.60	.00	80.00			
Totals for Department 442				- Checks:	14	17748.31	193.86	
44CHAMI-CHAMBLISS, MICHAEL	01/20/17	90066132	2620.00	.00	80.00			
44CRODO-CROSSLEY, DOUGLAS E	01/20/17	90066133	2953.60	.00	160.00			
44DAVTR-DAVIS, TRACY A	01/20/17	90066134 90066135	2729.60	.00	80.00			
44HILRO-HILL, ROBERT E	01/20/17	90066136	2856.40	.00	89.00			



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44HUFRO-HUFFMAN, ROBERT	01/20/17	90066137	2971.20	385.20	89.00			
44MOTRO-MOTIEJAITIS, RONALD A	01/20/17	90066138	3037.12	391.92	89.00			
44WALJO-WALKER, JONATHAN A	01/20/17	90066139 90066140	3026.48	392.88	89.00			
Totals for Department 443				- Checks:	9	20194.40	1170.00	
44WILJA-WILLIAMS, JACOB RYAN	01/20/17	90066141	533.25	.00	45.00			
Totals for Department 443P				- Checks:	1	533.25	.00	
50AMMTA-AMMANN, TAMARA K	01/20/17	90066142 90066143 90066144	3609.23	.00	80.00			
50CALAP-CALANDRO, APRIL J	01/20/17	90066145	2029.60	.00	80.00			
50DONNI-DONTIGNEY, NICHOLE M	01/20/17	90066146 90066147	2029.60	.00	80.00			
50GUINI-GUILE, NICOLE	01/20/17	90066148 90066149	2029.60	.00	80.00			
50KEPKA-KEPLAR, KATHLEEN M	01/20/17	90066150 90066151	2136.00	.00	80.00			
50LEEST-LEE, STACEY M	01/20/17	90066152	2020.00	.00	80.00			
50LOEAN-LOEH, ANDREA	01/20/17	90066153	2060.04	30.44	80.80			
50SAUJA-SAUCIER, JAMIE J	01/20/17	90066154	2020.00	.00	80.00			
Totals for Department 50				- Checks:	13	17934.07	30.44	
64BOEAM-BOEVING, AMY N	01/20/17	90066155	1615.20	.00	80.00			
64BOODA-BOOKLESS, DAVID BRUCE	01/20/17	90066156	3692.31	.00	80.00			
64CARTR-CARLSON, TRACY	01/20/17	90066157 90066158	2452.14	180.98	84.25			
Totals for Department 64				- Checks:	4	7759.65	180.98	
64CARCA-CARLISLE, CARRIE	01/20/17	90066159	675.72	.00	36.00			
Totals for Department 64P				- Checks:	1	675.72	.00	
66DAVDA-DAVIS, DANIEL J	01/20/17	90066160	2490.00	.00	80.00			
Totals for Department 66				- Checks:	1	2490.00	.00	
66FORMI-FORSHEE, MICHAEL O	01/20/17	90066161	104.19	.00	3.00			
66KROGE-KRODER, GEORGE T	01/20/17	90066162	541.10	.00	35.00			
Totals for Department 66P				- Checks:	2	645.29	.00	
71WASTE-WASSER, TERRY J	01/20/17	90066163	1190.78	.00	80.00			

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Totals for Department 71				- Checks:	1	1190.78	.00
71BURJO-BURCHETT, JOSEPH W	01/20/17	90066164	265.98	.00	22.00		
71BYEGA-BYERS, GAIL A	01/20/17	90066165 90066166	84.63	.00	7.00		
71FISPA-FISCH, PATRICIA E	01/20/17	90066167	411.06	.00	34.00		
71GORTE-GORDON, TERRY L	01/20/17	90066168	356.66	.00	29.50		
71IMENO-IMES, NORRIS P	01/20/17	90066169	350.61	.00	29.00		
71JARJO-JARVIS, JOHN M	01/20/17	90066170	290.16	.00	24.00		
71KINKE-KINGSBURY, KEVIN W	01/20/17	90066171	193.44	.00	16.00		
71STEDA-STELMACH, DAVID A	01/20/17	90066172	145.08	.00	12.00		
Totals for Department 71P				- Checks:	9	2097.62	.00
** GRAND TOTAL	258 CHECKS		497356.34	40775.52			

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10BROCH-BROMBOLICH, CHERYL	02/03/17	90066174	250.00	.00	1.00			
10KYPJE-KYPTA, JEFFREY S	02/03/17	90066175	250.00	.00	1.00			
10MILJO-MILLER, JOHN V	02/03/17	90066176	300.00	.00	1.00			
10MOSNA-MOSS, NANCY	02/03/17	90066177	250.00	.00	1.00			
10STERI-STEHRMAN, RICHARD J	02/03/17	90066178	250.00	.00	1.00			
Totals for Department 10P				- Checks:	5	1300.00	.00	
12ALLLI-ALLAN, LINDA	02/03/17	90066179	25.00	.00	1.00			
12LIMJA-LIMERINOS, JANE C	02/03/17	90066180	25.00	.00	1.00			
12WESAL-WESEMANN, ALAN S	02/03/17	90066181	25.00	.00	1.00			
Totals for Department 12P				- Checks:	3	75.00	.00	
13BAIMI-BAIR, MITCHELL E	02/03/17	90066182 90066183	5396.87	.00	81.00			
13CUNKE-CUNNINGHAM, KENDRA ANN	02/03/17	90066184	1860.58	129.81	84.00			
Totals for Department 13				- Checks:	3	7257.45	129.81	
14COTKI-COTTON-WASSER, KIMBERL	02/03/17	90066185 90066186	2805.91	405.13	89.00			
Totals for Department 14				- Checks:	2	2805.91	405.13	
15OBRST-O'BRIEN, STACEY J	02/03/17	90066187	2550.00	.00	80.00			
Totals for Department 15				- Checks:	1	2550.00	.00	
15DRUPA-DRURY, PAYTON ELIZABET	02/03/17	90066188	195.00	.00	13.00			
Totals for Department 15P				- Checks:	1	195.00	.00	
16AHLMA-AHLVERS, MARK E	02/03/17	90066189	2571.54	.00	80.00			
16MCCDA-MCCORMICK, DANIEL P	02/03/17	90066190 90066191	2400.78	.00	80.00			
Totals for Department 16				- Checks:	3	4972.32	.00	
20BOEJO-BOERM, JON B	02/03/17	90066192	3597.31	.00	80.00			
20EVAST-EVANS, STEPHEN R	02/03/17	90066193 90066194	3955.40	.00	80.00			
20HERER-HERMAN, ERIC A	02/03/17	90066195	3515.77	.00	80.00			
20MACCH-MACKIN, CHARLES E	02/03/17	90066196 90066197	3515.78	.00	80.00			
20MAYTE-MAY, TERESA LYNN	02/03/17	90066198 90066199	2157.70	.00	80.00			
20OWEER-OWEN, ERIC D	02/03/17	90066200	3515.78	.00	80.00			

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20SCAGA-SCAGGS, GARY W	02/03/17	90066201	3515.78	.00	80.00		
20WITRI-WITTENAUER, RICHARD E	02/03/17	90066202	3597.31	.00	80.00		
Totals for Department 20				- Checks:	11	27370.83	.00
21AKEBR-AKERS, BRADLEY J	02/03/17	90066203	3866.98	975.78	98.00		
21BAUMI-BAUER, MICHAEL P	02/03/17	90066204	3568.95	612.85	92.00		
21BELMI-BELL, MICHAEL W	02/03/17	90066205 90066206 90066207	3434.34	339.66	88.00		
21BROMI-BROWN, MICHAEL G	02/03/17	90066208 90066209 90066210	3726.62	608.34	141.25		
21CERJO-CERNA, JOSE A	02/03/17	90066211	4414.71	1501.91	107.50		
21COLCO-COLBERT, CORTNEY J	02/03/17	90066212 90066213	3142.16	312.48	87.50		
21COOME-COOPER, MELISSA M	02/03/17	90066214 90066215	4268.83	1380.83	105.50		
21DANER-DANFORD, ERIC K	02/03/17	90066216 90066217	3784.88	.00	92.00		
21EDWJA-EDWARDS, JAY R	02/03/17	90066218	3114.33	.00	88.00		
21FIEJO-FIELDS, JOSHUA M	02/03/17	90066219	3263.68	416.64	90.00		
21HARJA-HARRISON, JASON M	02/03/17	90066220	3267.44	625.68	88.00		
21HUNJO-HUNT, JOSHUA MICHAEL	02/03/17	90066221	4161.85	1328.25	105.00		
21JACKE-JACKSON, KEITH A	02/03/17	90066222	5313.13	2474.73	126.50		
21JERWI-JEREMIAS, WILBERT G	02/03/17	90066223	3460.16	.00	88.00		
21KILPA-KILQUIST, PAUL D	02/03/17	90066224	3810.02	813.15	106.00		
21KOEBE-KOERTGE, BENJAMIN C	02/03/17	90066225	3041.22	300.78	88.00		
21KRUMA-KRUG, MARK A	02/03/17	90066226	3677.24	479.64	88.00		
21KUEMA-KUECHLE, MARK E	02/03/17	90066227	3490.46	648.90	114.00		

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21KUNTO-KUNZ, TODD J	02/03/17	90066228	3321.12	.00	88.00		
21KYRJE-KYROUAC, JENNIFER L	02/03/17	90066229 90066230	3393.40	649.80	88.00		
21LUNSA-LUNA, SAMUEL G	02/03/17	90066231	2999.92	.00	88.00		
21MADDY-MADRON, DYLAN JOHN	02/03/17	90066232 90066233	2635.60	.00	88.00		
21MARCO-MARTIN, COREY L	02/03/17	90066234	3166.65	306.45	90.00		
21PICBR-PICKEREL, BRADLEY	02/03/17	90066235	3963.68	849.36	100.00		
21PORDA-PORTER, DANIEL T	02/03/17	90066236 90066237 90066238	3669.51	794.43	90.00		
21PRISC-PRITCHETT, SCOTT M	02/03/17	90066239	3308.77	395.96	87.25		
21PYRST-PYRDECK, STEVEN P	02/03/17	90066240	3722.42	758.94	96.00		
21REIMI-REICHERT, MICHAEL W	02/03/17	90066241 90066242 90066243	3232.24	.00	88.00		
21ROSTR-ROSS, TRENT A	02/03/17	90066244	3367.84	729.12	90.00		
21ROWLE-ROWLAND, LELAND R	02/03/17	90066245	3867.16	370.26	91.00		
21SEVTI-SEVERINE, TIMOTHY J	02/03/17	90066246	3409.00	409.08	96.00		
21TALDO-TALBOT, DOUGLAS W	02/03/17	90066247	3674.96	432.60	118.00		
21TERMA-TERVEER, MARK D	02/03/17	90066248	3321.12	.00	88.00		
21TISKE-TISCH, KEVIN L	02/03/17	90066249	3524.08	468.72	97.00		
21WARCH-WARREN, CHRISTOPHER	02/03/17	90066250	3116.96	.00	88.00		
21WOLNI-WOLOSZYN, NICHOLAS R	02/03/17	90066251	3328.39	536.29	92.50		
Totals for Department 21				- Checks:	49	127829.82	19520.63
21BERWI-BERGER, WILLIAM L	02/03/17	90066252 90066253 90066254	1665.39	.00	80.00		
Totals for Department 21A				- Checks:	3	1665.39	.00
22BEAJA-BEAN, JACQUELYN M P	02/03/17	90066255	2447.28	.00	88.00		

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EMPLOYEE	DATE	CHECK NO	GROSS	OT PAY	HOURS			
22CHRMICHRISTENSEN, MICHAEL	02/03/17	90066256	2163.92	.00	88.00			
22COULACOULTER, LAUREN M	02/03/17	90066257	2563.08	413.40	88.00			
22GORSHGORKA, SHEILA K	02/03/17	90066258 90066259 90066260	2244.72	429.84	88.00			
22HARYOHARRIS, YOLANDA R	02/03/17	90066261	2152.08	.00	116.00			
22HOVKEHOVORKA, KELSEY D	02/03/17	90066262	2047.09	214.99	168.50			
22KIRLIKIRK, LISA G	02/03/17	90066263	2472.80	.00	88.00			
22LACALLACQUEMENT, ALAN R	02/03/17	90066264 90066265 90066266	2641.24	259.56	144.00			
22LINANLINDAUER, ANDREA S	02/03/17	90066267	2476.84	82.68	168.00			
22LOVMALOVATTO, MARISSA A	02/03/17	90066268 90066269	2770.57	657.01	91.75			
22MERCOMERSINGER, COURTNEY M	02/03/17	90066270	1555.64	296.28	116.00			
22OLLCHOLLER, CHRISTINA M	02/03/17	90066271	2704.34	414.30	176.00			
22TIMKETIMKEN, KELSEY E	02/03/17	90066272	2187.76	285.36	88.00			
22VERSHVERSTRAETE, SHERI LYNN	02/03/17	90066273	1666.40	.00	80.00			
Totals for Department 22				- Checks:	19	32093.76	3053.42	
22WISLOWISE, LORI A	02/03/17	90066274	2390.39	.00	80.00			
Totals for Department 22A				- Checks:	1	2390.39	.00	
24LALNALALEMAN, NATHANIEL	02/03/17	90066275 90066276	1867.86	69.18	80.00			
24PARJEPARRACK, JESSE W	02/03/17	90066277	2029.28	.00	88.00			
Totals for Department 24				- Checks:	3	3897.14	69.18	
25BUEANBUETTNER, ANDREW H	02/03/17	90066278	277.44	.00	12.00			
25DELANDELANEY, ANTHONY THOMA	02/03/17A	90066279	386.36	.00	26.00			
25FERKAFERGUSON, KAITLYN D	02/03/17	90066280	1271.60	.00	55.00			
25LAWJALAWSON, JADE MARIE	02/03/17	90066281	237.76	.00	16.00			
25MITCHMITCHELL, CHRISTOPHER	02/03/17	90066282	237.76	.00	16.00			

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25PADAD-PADILLA, ADAM MICHAEL	02/03/17	90066283	475.52	.00	32.00			
25ROBSH-ROBINSON, SHAWNA	02/03/17	90066284	439.28	.00	19.00			
25WILKE-WILKE, KELLEY C	02/03/17	90066285	766.35	.00	39.00			
25WORJO-WORTH, JOHN-MARK ISAAC	02/03/17	90066286	505.24	.00	34.00			
Totals for Department 25P				- Checks:	9	4597.31	.00	
30DEARO-DEADMOND, ROBERT D	02/03/17	90066287	3400.80	.00	80.00			
30EDMKE-EDMOND, KEVIN J	02/03/17	90066288 90066289	3461.54	.00	72.00			
Totals for Department 30				- Checks:	3	6862.34	.00	
30ANDJA-ANDERSON, JAMES	02/03/17	90066290	676.77	.00	17.00			
Totals for Department 30P				- Checks:	1	676.77	.00	
31ARNFR-ARNOLD, FRANK J	02/03/17	90066291	4349.24	965.48	109.50			
31BADDABADGETT, DAVID G	02/03/17	90066292	3914.49	758.89	106.75			
31BASPH-BASSETT, PHILIP DANIEL	02/03/17	90066293	3608.77	887.41	112.00			
31BENDA-BENNETT, DAVID A	02/03/17	90066294	4505.38	1011.22	109.75			
31BENJO-BENKER, JOSEPH	02/03/17	90066295	3986.19	969.63	115.75			
31BRIJE-BRICKEEN, JERRY T	02/03/17	90066296	3275.20	.00	92.00			
31CANJO-CANULL, JOHN	02/03/17	90066297	3103.36	.00	116.00			
31CASCH-CASTENS, CHRISTOPHER A	02/03/17	90066298 90066299	3229.16	100.96	118.00			
31CHISI-CHILDERSON, SIMON EDWA	02/03/17	90066300	2663.82	42.74	93.00			
31FRACH-FRAWLEY, CHRISTOPHER N	02/03/17	90066301	4702.79	1421.63	142.75			
31GAFMI-GAFFORD, MICHAEL D	02/03/17	90066302	4021.29	798.34	116.25			
31GILMA-GILES, MATTHEW C	02/03/17	90066303	3225.52	.00	92.00			
31GOSJE-GOSSETT, JEREMY C	02/03/17	90066304	5014.69	1591.33	125.75			
31GULDA-GULLEDGE, DANIEL	02/03/17	90066305	3036.93	.00	92.00			
31HAMBR-HAMILTON, BRIAN R	02/03/17	90066306 90066307	3775.23	382.31	147.00			

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EMPLOYEE	DATE	CHECK NO	GROSS	OT PAY	HOURS	
31HARMI-HARRIS, MICHAEL E	02/03/17	90066308	3953.08	797.48	107.50	
31KATDU-KATICH, DUSTIN J	02/03/17	90066309	4506.41	1033.41	110.25	
31KLUNI-KLUCKER, NICHOLAS L	02/03/17	90066310	3521.59	450.63	101.00	
31LEEKA-LEE, KALEB R	02/03/17	90066311 90066312 90066313	3134.46	184.38	100.00	
31LITKU-LITTEKEN, KURT W	02/03/17	90066314	4029.58	748.86	106.00	
31LUTMI-LUTZ, MICHAEL STEVEN	02/03/17	90066315	4100.75	613.07	107.25	
31MEADA-MEADOWS, DAVID C	02/03/17	90066316	3502.44	.00	92.00	
31MIKMI-MIKOFF, MICHAEL L	02/03/17	90066317	3583.40	295.40	101.75	
31OSBDE-OSBORN, DEREK C	02/03/17	90066318	3952.38	624.06	108.00	
31PETTI-PETERS, TIMOTHY MICHAEL	02/03/17	90066319	2719.92	43.64	93.00	
31RAITI-RAINEY, TIMOTHY P	02/03/17	90066320 90066321	3760.02	113.94	98.00	
31REEST-REED, STEVEN J	02/03/17	90066322	3095.80	.00	92.00	
31SCHER-SCHRAGE, ERIC J	02/03/17	90066323 90066324	4182.60	832.88	107.25	
31SIEDA-SIENKIEWICZ, DAVID M	02/03/17	90066325 90066326	3275.20	.00	92.00	
31THOJA-THOMPSON, JAMES M	02/03/17	90066327	3185.16	.00	108.00	
31WARJA-WARNER, JASON	02/03/17	90066328 90066329 90066330	3682.96	527.36	102.25	
Totals for Department 31			-----	- Checks:	40	114597.81 15195.05
40TURTR-TURNER, TROY LEE	02/03/17	90066331 90066332	3461.54	.00	80.00	
Totals for Department 40			-----	- Checks:	2	3461.54 .00
41BATCH-BATES, CHAD S	02/03/17	90066333	1989.10	.00	81.00	
41CLADA-CLARK, DANIEL P	02/03/17	90066334 90066335 90066336 90066337	3089.50	402.00	89.00	



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EMPLOYEE	DATE	CHECK NO	GROSS	OT PAY	HOURS		
41DELRO-DELANEY, ROBERT M	02/03/17	90066338 90066339	2835.18	197.28	85.00		
41FOHKH-FOHNE, KHRISTOPHER W	02/03/17	90066340	2137.72	148.62	85.00		
41GOERO-GOETTER, RONALD L	02/03/17	90066341	2229.10	.00	81.00		
41JACRA-JACKSON, RANDY B	02/03/17	90066342 90066343	2695.86	187.56	85.00		
41KLEPA-KLEIN, PAUL J	02/03/17	90066344 90066345 90066346	2460.30	.00	81.00		
41MEIMA-MEIER, MATTHEW S	02/03/17	90066347	2577.18	92.88	83.00		
41MOTCH-MOTIEJAITIS, CHAD R	02/03/17	90066348	3134.46	650.16	95.00		
41MURDA-MURPHY, DANIEL J	02/03/17	90066349 90066350 90066351	3061.75	482.25	91.00		
41NIEVI-NIEMEIER, VINCENT L	02/03/17	90066352 90066353	2137.72	148.62	85.00		
41PROMI-PROSSER, MICHAEL J	02/03/17	90066354 90066355	3118.94	390.84	177.00		
41SHETE-SHEPHARD, TERRY A	02/03/17	90066356	2644.26	183.96	85.00		
41STABA-STANTON, BARRY S	02/03/17	90066357	2460.30	.00	81.00		
41WATRO-WATT, RONALD C	02/03/17	90066358	2762.94	278.64	87.00		
Totals for Department 411				- Checks:	26	39334.31	3162.81
41AHLCA-AHLVERS, CAMERON B	02/03/17	90066359	35.55	.00	3.00		
41HUNSH-HUNTER, SHAWN MICHAEL	02/03/17	90066360	527.33	.00	44.50		
41JABJO-JABLONSKI, JOHN M	02/03/17	90066361	474.00	.00	40.00		
41RAPTH-RAPP, THOMAS ALEXANDER	02/03/17	90066362	379.20	.00	32.00		
Totals for Department 411P				- Checks:	4	1416.08	.00
43GUSJA-GUSHLEFF, JANET E	02/03/17	90066363 90066364	2019.20	.00	80.00		
43KREDE-KRESS, DENNIS	02/03/17	90066365 90066366 90066367	3864.23	.00	80.00		

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Totals for Department 43				- Checks:	5	5883.43	.00	
43CALWI-CALANDRO, WILLIAM M	02/03/17	90066368 90066369	2452.80	.00	80.00			
43FRIRU-FRIEDERICH, RUSSELL M	02/03/17	90066370	2476.80	.00	80.00			
43GRITO-GRIES, TODD A	02/03/17	90066371 90066372	2476.80	.00	80.00			
43HENKE-HENDERSON, KEITH W	02/03/17	90066373	1981.60	.00	80.00			
43JEFMI-JEFFRIES, MICHAEL J	02/03/17	90066374	2705.60	.00	160.00			
43KILAD-KILLIAN, ADAM M	02/03/17	90066375	2556.00	.00	80.00			
43MOOAD-MOORE, ADAM J	02/03/17	90066376	1981.60	.00	80.00			
43PAYMA-PAYNE, MATTHEW JOHN	02/03/17	90066377	2452.80	.00	80.00			
43TARDE-TARRANT, DENNIS A	02/03/17	90066378	2476.80	.00	80.00			
Totals for Department 432				- Checks:	11	21560.80	.00	
43JULGE-JULIAN, GEORGE R	02/03/17	90066379	3668.72	838.32	97.00			
43KAVWI-KAVALIUNAS, WILLIAM M	02/03/17	90066380	3277.67	114.72	164.00			
43LIEEM-LIENARD, EMIL S	02/03/17	90066381	2741.60	.00	80.00			
43MONDO-MONTGOMERY, DOUGLAS L	02/03/17	90066382	3237.56	419.16	89.00			
43MOUST-MOULTON, STEPHEN	02/03/17	90066383	3241.56	419.16	89.00			
43PICTI-PICKEL, TIMOTHY W	02/03/17	90066384	3113.84	.00	89.00			
Totals for Department 433				- Checks:	6	19280.95	1791.36	
44BANST-BANKS, STEPHEN D	02/03/17	90066385 90066386 90066387	2786.06	281.34	86.00			
44CLACH-CLARK, CHRISTOPHER M	02/03/17	90066388 90066389 90066390	2645.39	140.67	83.00			
44CLULA-CLUBB, LARRY E	02/03/17	90066391 90066392	2785.17	260.37	85.50			
44HOPKI-HOPKINS, KIMBERLY V	02/03/17	90066393	2674.66	142.02	83.00			
44KREDA-KRESS, DALE K	02/03/17	90066394 90066395	2524.80	.00	80.00			

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44NAGER-NAGEL, ERIC M	02/03/17	90066396	3011.97	271.26	171.00			
44SCHJO-SCHAEFFER, JOHN D	02/03/17	90066397 90066398	2221.60	.00	80.00			
Totals for Department 442				- Checks:	14	18649.65	1095.66	
44CHAMI-CHAMBLISS, MICHAEL	02/03/17	90066399	2620.00	.00	80.00			
44CRODO-CROSSLEY, DOUGLAS E	02/03/17	90066400	2953.60	.00	160.00			
44DAVTR-DAVIS, TRACY A	02/03/17	90066401 90066402	2729.60	.00	80.00			
44HILRO-HILL, ROBERT E	02/03/17	90066403	2963.00	384.60	89.00			
44HUFRO-HUFFMAN, ROBERT	02/03/17	90066404	2857.20	.00	89.00			
44MOTRO-MOTIEJAITIS, RONALD A	02/03/17	90066405	3414.64	783.84	97.00			
44WALJO-WALKER, JONATHAN A	02/03/17	90066406 90066407	3048.08	392.88	89.00			
Totals for Department 443				- Checks:	9	20586.12	1561.32	
44WILJA-WILLIAMS, JACOB RYAN	02/03/17	90066408	687.30	.00	58.00			
Totals for Department 443P				- Checks:	1	687.30	.00	
50AMMTA-AMMANN, TAMARA K	02/03/17	90066409 90066410 90066411	3609.23	.00	80.00			
50CALAP-CALANDRO, APRIL J	02/03/17	90066412	2029.60	.00	80.00			
50DONNI-DONTIGNEY, NICHOLE M	02/03/17	90066413 90066414	2029.60	.00	80.00			
50GUINI-GUILE, NICOLE	02/03/17	90066415 90066416	2029.60	.00	80.00			
50KEPKA-KEPLAR, KATHLEEN M	02/03/17	90066417 90066418	2136.00	.00	80.00			
50LEEST-LEE, STACEY M	02/03/17	90066419	2020.00	.00	80.00			
50LOEAN-LOEH, ANDREA	02/03/17	90066420	2726.01	696.41	98.30			
50SAUJA-SAUCIER, JAMIE J	02/03/17	90066421	2020.00	.00	80.00			
Totals for Department 50				- Checks:	13	18600.04	696.41	
64BOEAM-BOEVING, AMY N	02/03/17	90066422	1615.20	.00	80.00			
64BOODA-BOOKLESS, DAVID BRUCE	02/03/17	90066423	3692.31	.00	80.00			

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64CARTR-CARLSON, TRACY	02/03/17	90066424 90066425	2271.16	.00	80.00			
Totals for Department 64			-----	-----		- Checks:	4	7578.67 .00
64CARCA-CARLISLE, CARRIE	02/03/17	90066426	675.72	.00	36.00			
Totals for Department 64P			-----	-----		- Checks:	1	675.72 .00
66DAVDA-DAVIS, DANIEL J	02/03/17	90066427	2490.00	.00	80.00			
Totals for Department 66			-----	-----		- Checks:	1	2490.00 .00
66FORMI-FORSHEE, MICHAEL O	02/03/17	90066428	208.38	.00	6.00			
66KROGE-KRODER, GEORGE T	02/03/17	90066429	541.10	.00	35.00			
Totals for Department 66P			-----	-----		- Checks:	2	749.48 .00
71WASTE-WASSER, TERRY J	02/03/17	90066430	1190.78	.00	80.00			
Totals for Department 71			-----	-----		- Checks:	1	1190.78 .00
71BURJO-BURCHETT, JOSEPH W	02/03/17	90066431	338.52	.00	28.00			
71BYEGA-BYERS, GAIL A	02/03/17	90066432 90066433	84.63	.00	7.00			
71FINJO-FINGERHUT, JOHN D	02/03/17	90066434	96.72	.00	8.00			
71FISPA-FISCH, PATRICIA E	02/03/17	90066435	471.51	.00	39.00			
71GORTE-GORDON, TERRY L	02/03/17	90066436	338.52	.00	28.00			
71IMENO-IMES, NORRIS P	02/03/17	90066437	350.61	.00	29.00			
71JARJO-JARVIS, JOHN M	02/03/17	90066438	395.95	.00	32.75			
71KINKE-KINGSBURY, KEVIN W	02/03/17	90066439	250.87	.00	20.75			
Totals for Department 71P			-----	-----		- Checks:	9	2327.33 .00
** GRAND TOTAL	266 CHECKS		505609.44	46680.78				

# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Motion to Approve Minutes of the January 23, 2017  
Regular Meeting

**STRATEGIC PLAN GOAL:** *Goal #5 – Community Engagement and  
Communication*

*Goal #6 – Customer Focused Superior Services*

**RECOMMENDATION:**

Approve the minutes as prepared.

**ITEM SUBMITTED BY:** Kim Wasser, City Clerk

**ATTACHMENTS:** Minutes



# City of Collinsville

125 S. Center Street  
Collinsville, IL 62234

## Minutes - Draft

### City Council

*Councilman Nancy Moss*

*Councilman Jeff Kypta*

*Councilman Jeff Stehman*

*Councilman Cheryl Brombolich*

*Mayor John Miller*

*City Manager Mitch Bair*

*Corporate Counsel Steve Giacoletto*

*City Clerk Kim Wasser*

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Monday, January 23, 2017

7:00 PM

Council Chambers

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#### **A. CALL MEETING TO ORDER**

Mayor Miller called the meeting to order at 7:00pm.

#### **B. ROLL CALL**

Also present was City Manager Mitch Bair, Corporate Counsel Steve Giacoletto, and City Clerk Kim Wasser.

**Present:** 5 - Councilman Nancy Moss, Councilman Jeff Kypta, Councilman Jeff Stehman, Councilman Cheryl Brombolich, and Mayor John Miller

**Absent:** 0

#### **C. INVOCATION**

Delivered by Pastor Jeff Young of the First United Presbyterian Church.

#### **D. PLEDGE OF ALLEGIANCE**

Lead by Collinsville student Megan Roseman and recited.

#### **E. PROCLAMATIONS/RECOGNITION/PRESENTATIONS**

Mayor Miller introduced Collinsville student Megan Roseman who was selected to attend a leadership academy in Washington D.C. Megan participated as a leader for the day at various municipal buildings for the City of Collinsville. Employees donated money to help defray the expenses for Megan's trip to Washington D.C. Mayor Miller presented Megan with a check in the amount of \$305.00 which was collected from the City employees.

#### **F. BUSINESS PRIOR TO PUBLIC INPUT**

1. Ordinance Amending Multiple Sections of the City of Collinsville Zoning Ordinance to Establish Definitions and Regulations Related to Artisan/Maker Boutiques and Food Halls

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Staff Report](#)  
[PCMinutes011217](#)

Overview by Community Development Director David Bookless, who advised the need recently came about to allow for boutique manufacturing options within the business districts instead of just the industrial areas. The City has been approached by small business owners looking to locate to the Uptown area. He explained an artisan/makers consist of small handcrafted items such as leather, glass, whiskey, coffee, etc. along with a retail area to sell their crafts. Planning Commission established performance measures to prevent these manufacturers from producing smells and noises that could disturb the surrounding neighbors.

He also spoke of a new trend known as a food hall and described it as being similar to a mall food court without the mall setting. Food halls usually consist of 3 or more kiosk vendors along with a shared eating area.

Planning Commission held a public hearing on January 12 and voted unanimously to recommend approval of the proposed amendments.

Councilman Brombolich inquired of a special use permit and Director Bookless advised the food hall would be permitted by right in all business districts. Mayor Miller confirmed that they would be subject to regular health inspections by the County and Director Bookless agreed.

Councilman Moss endorsed the project to allow for artisan/makers boutiques in the Uptown area as a draw.

Councilman Brombolich thanked the Planning Commission for progressive thinking.

**A motion was made by Councilman Moss, seconded by Councilman Kypta to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

2. Ordinance Approving a Planned Development District, P-B4 Planned Commercial District (Motomart Beltline & Vandalia)

**Attachments:**    [Agenda Item Report](#)  
                           [Ordinance](#)  
                           [Staff Report](#)  
                           [Site Plan](#)  
                           [Minutes](#)

Director Bookless displayed an aerial map of the proposed site for the new Motomart (Beltline at Vandalia). The site will encompass the former Danny's car wash to the old Baskin Robbins building. He also displayed pictures of other Motomarts recently built in the area as an idea of what the building will look like. The rezoning will allow for a gas station, convenient store and drive through car wash at this location. Applicant submitted several items of relief to the Planning Commission on January 12 which included front yard and drive aisle setbacks, minimum distance of car wash to a residence, as well as parking spaces. Commission voted unanimously to recommend approval of rezoning.

Councilman Brombolich inquired of the issues regarding screening that were mentioned at the public hearing. Director Bookless advised the issues have been addressed by the applicant to move fencing.

Mayor Miller spoke highly of the proposed development and inquired of the start date. Brian Pendleton, of FKG Oil d/b/a Motomart, indicated the interior design has not been finalized but once approved, construction will start mid summer.

Councilman Moss inquired of the normal time frame of completion. Mr. Pendleton advised this site will take approximately a month to demolition and then 150-180 days to build.

**A motion was made by Councilman Brombolich, seconded by Councilman Stehman to approve. The motion carried by the following vote:**

**Aye:**        5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:**        0

**Absent:**    0

**Abstain:** 0

3. Ordinance Approving a Planned Development District, P-B2 Planned Limited Commercial District (Villas of Holly Brook)

**Attachments:**    [Agenda Item Report](#)  
                           [Ordinance](#)  
                           [Staff Report](#)  
                           [Site Plan](#)  
                           [Minutes](#)

Director Bookless showed an aerial view of proposed site of the Villas of Holly Brook. He advised the applicant is seeking to rezone the property at 121 S. Bluff to accommodate a development that would consist of 60 independent living apartments and 28 bed memory care facility. Due to site restrictions, relief for setback requirements, parking and landscaping was submitted to the Planning



Commission. Commission discussed dumpster screening and parking to which the applicant is willing to work with staff regarding request. Commission voted unanimously to conditionally approve site plan with minor amendments to be approved by staff. He showed a video animation of the proposed facility. He spoke of the gated emergency lane at the rear of the building.

Councilman Stehman inquired of the width of the emergency lane. Director Bookless advised it is a 12' wide, one-way road for emergency vehicles only that was requested by the Fire Department so they would have access to the rear of the building and help with evacuating residents, if necessary. Councilman Stehman indicated the minimum width is 18' for a fire access road and asked that he confirm with the Fire Marshal per Fire Code requirements.

Councilman Moss advised he (Bookless) described the apartments as independent living but thought they were actually an assisted living facility to which Director Bookless confirmed they are assisted living. She inquired of the entrance area location. Director Bookless advised it would be south of the W. Main and Rt. 157 intersection.

Councilman Brombolich asked if the Planning Commission was okay with staff resolving the parking space situation and he indicated they were as it was at their direction to do so. A discussion was had regarding parking.

City Manager Bair advised the emergency access lane was designed by the Fire Marshal but staff with discuss concerns with Fire Chief Edmond. He also advised the entrance is the facility exceeds 1,000 feet south of Main St. intersection.

**A motion was made by Councilman Kypta, seconded by Councilman Moss to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

## **G. COUNCIL DISCUSSION**

### 1. Gateway RV Incentive Request

**Attachments:** [Gateway RV Memo](#)  
[Gateway RV Pro Forma](#)  
[Forecasted Sales Tax Revenue](#)  
[Preliminary Development Agreement](#)  
[Approved Site Plan](#)

City Manager Bair advised that Gateway RV incentive request is up for discussion and with Council's guidance an agenda item may following as New Business on February 13th Council meeting. He

advised that Gateway RV is located at the site of the former Randy's Trailer Town. They have made several improvements to the site and are experiencing business growth. They wish to expand their business to include power sports. The \$100,000 incentive request is to help expand the site by 6,000 SF to accommodate the additional merchandise for a total project cost of approximately \$628,000. Owner anticipates sales revenue of over \$11 million for 2017.

He advised that the recommendation in the memo includes business district taxes but after talking with Corporate Counsel the redevelopment agreement does not include business district taxes. Based on previous TIF conversations, he removed what has been deemed ineligible costs which removed approximately \$148,000. The \$100,000 incentive amount represents 15.9% assistance based on the \$628,000 project cost. He explained that this is a reasonable request as the typical requests are between 30-40%. He further explained that Finance Director Tamara Ammann reviewed their pro forma and projected their Business District sales tax to be about \$4,700 annually.

City Manager Bair explained that an "up front" assistance was requested which is not consistent with past practice. He explained that a more acceptable approach would be a combination of business district taxes so that when their sales increase, the rebate would be higher as well as a TIF incentive since their are site and stormwater improvements associated with the development.

He advised there is validity to the request of \$100,000 in incentives for the project and that it is consistent with how Council has considered parameters of such awards. The combination of TIF and Business District revenue should yield a payback in about 10 years. He explained that sales tax revenue is projected to be over \$116,000.

Councilman Stehman inquired if the existing rock lot is scheduled to be paved during this project. Chris Byron, Attorney for Gateway RV, advised they are willing to address the rock lot area. A discussion was had as to what portion of the lot is gravel and what was previously improved to pavement. Community Development Director David Bookless displayed an aerial view of the site to show what portion of the lot was gravel. An unidentified gentleman with Gateway RV explained that a retaining wall was built which allows for drainage along the frontage. He indicated that approximately 5% of their product is displayed on the rock area and is rotated on a regular basis. Councilman Brombolich inquired if that section is the only part that is gravel and he explained that everything is paved except this small section.

City Manager Bair clarified that the increase in the EAV for this property would be rebated back upon substantial completion, as well as the business district taxes. He indicated the draft agreement (that was in the packet) will need to be changed to reflect the combination of TIF and Business District.

Councilman Stehman inquired of the boundary lines for the new TIF and Business District. City Manager Bair explained that this property is within the new Southwest Corridors TIF and Business District.

Attorney Byron displayed some drawings of the proposed expansion.

City Manager Bair explained that titled vehicles are excluded from business district sales tax but apparel and accessories are not.

## **H. SPEAKERS FROM THE FLOOR**

Beverly Hopper identified herself as a representative from Sloan's Pub House. She spoke of the limited liquor hours. She mentioned TIF funds they received. She indicated they have 25 employees and 99% live in Collinsville. She mentioned Sloan's supports other local businesses in town and listed them.

Karen McReynolds spoke of drug testing of city officials. She suggested Collinsville adopting a new slogan called citizens first and focus on what is in the best interest in the citizens of Collinsville. She mentioned the need of an updated organizational chart on the City's website. She spoke of the amount of time allotted for public input. She suggested a yearbook of City employees.

Robert Thiel thanked Council for allowing him time to speak. He spoke of trash automation but believes bulk pick up should stay at the twice a year schedule. He spoke of the use of social media to solicit feedback from citizens. He indicated he is not in favor of the Southwest Corridors TIF and Business District. He mentioned a City truck looked into his drainage complaint and mentioned potential drainage issue due to the water treatment plant elevation.

## **I. COMMENTS & ANNOUNCEMENTS - MAYOR**

Mayor Miller spoke of comments during the Council meeting as being a public forum but indicated anyone can contact him and/or staff during business hours regarding any concerns the public may have.

## **J. COMMENTS & ANNOUNCEMENTS - COUNCIL MEMBERS**

Councilman Moss commented on drug testing of Council members and indicated she did not have the additional information regarding legalities prior to the meeting. She indicated that in the State of Illinois, it is not legal to require drug testing of elected officials. Although not practical or legal, she mentioned the need for random drug testing.

Councilman Brombolich commented on the overwhelming amount of development going on in the City. She thanked the Planning Commission and staff for their efforts with moving the City forward. She also commented that the Council does vote on each item with the citizens in mind.

## **K. COMMENTS & ANNOUNCEMENTS - CITY STAFF**

City Manager Bair advised that the H.R. Coordinator is working on a City employee directory.

He asked Finance Director Tamara Ammann to update the Council and the public on year-end general fund balance. She advised that preliminary numbers are in and it appears the general fund will be at 94% of original budget. She mentioned a budget adjustment item on the agenda but clarified that the amount is very small in comparison to the overall budget. General fund is strong and revenues came in higher and expenditures lower than what was budgeted.

He further explained the City, as well as others, are trying to figure out the best way to get resident input. He thanked Councilman Brombolich for acknowledging staff's efforts and indicated staff makes recommendations to the Council with the citizen's best interest in mind. He explained that staff asked for citizens to comment, via Facebook, regarding automated trash services. He further explained that it was not a vote or all-inclusive but feedback opportunity.

City Manager Bair advised employees from Public Works looked into the drainage issue concerns on Arnold St. and Collinsville Rd. associated with improvements and are looking into addressing the issues that are the City's responsibility since this was an IDOT project. Public Works Director Dennis Kress advised the standing water on the southside is under IDOT's jurisdiction but water appears to be backing up from the detention areas of I-255 cloverleaf. He indicated it would not be feasible to spend City resources towards a State project. He also advised the City will be addressing the undersized drainage pipes on Arnold St. The township has jurisdiction on the northside of Collinsville Rd. and they have been notified of the drainage issue. City Manager Bair clarified that we address concerns that are not of an immediate emergency through a program approach. This concern will be addressed through a joint effort with IDOT and township.

He also advised the catch basin for the middle school will handle stormwater drainage from the treatment plant. Director Kress confirmed that the City has been working with the school district regarding the stormwater drainage and an engineer has reviewed the plans. City Manager Bair also addressed the security concerns associated with the water treatment plant and indicated that it will be a secured facility enclosed with fencing. He also clarified that the new location is actually further from the school building than that of the current water treatment facility. Director Kress agreed that it will be further from the school and advised he never said it (treatment plant) would be a terrorist site; however, what he said was the new site would allow for most of the process equipment to be housed inside the building. He advised they routinely pull out softballs from the clarifier at the current facility. Director Kress also clarified that the entire site elevation will not be raised but only around the building. Councilman Brombolich asked Director Kress to explain what a detention pond does. He explained it is designed to allow stormwater to flow to that basin. The basin has an outlet structure designed to slow the flow of water into drainage. Councilman Moss asked if the pond is treated for mosquitoes to which Director Kress confirmed.

## **L. CONSENT AGENDA**

1. Motion to Approve Payment of Bills for the Period Ending January 12, 2017 in the Amount of \$1,095,732.13

**Attachments:** [Agenda Item Report 01-23-17](#)  
[Board List 12-01-16](#)  
[Board List 01-06-17](#)  
[Board List 01-12-17](#)

2. Motion to Approve Payroll for the Period Ending December 30, 2016 and December 31, 2016 in the Amount of \$589,630.23

**Attachments:** [Agenda Item Report](#)  
[Board List 12-30-16](#)  
[Board List Bonus 12-31-16](#)

3. Motion to Approve Minutes of the January 9, 2017 Regular Meeting

**Attachments:** [Agenda Item Report](#)  
[01092017RegMtg.pdf](#)

4. Resolution Appointing Member to the Collinsville Appearance Board (Brad Main)

**Attachments:** [Agenda Item Report](#)  
[Resolution](#)  
[Application and Recommendation Letter](#)

5. Resolution Appointing Member to the Collinsville Community Appearance Board (Sharon Main)

**Attachments:** [Agenda Item Report](#)  
[Resolution](#)  
[Application and Recommendation Letter](#)

6. Resolution Appointing Member to the Fire Pension Board (Kevin Edmond)

**Attachments:** [Agenda Item Report](#)  
[Resolution](#)

**Mayor Miller asked if the Council wished to pull any items prior to a Motion. No items were pulled. Councilman Brombolich inquired of the 2 payrolls a day apart. Clerk Wasser advised December 30 was regular payroll and December 31 was backpay for Local 520C and civilian sick bonuses. A motion was made by Councilman Kypta, seconded by Councilman Moss, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

## M. NEW BUSINESS

1. Ordinance Waiving the City's Jurisdiction with Regard to Real Estate Owned by Billy and Diana Huster (Huster's Subdivision)

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Plat](#)  
[Maintenance Agreement](#)  
[Minutes](#)  
[Map](#)

Community Development Director David Bookless advised the Huster property is within the 1.5 miles jurisdictional boundaries of Collinsville but not within City limits but, by right, the City is allowed to review subdivisions. This is a request of a lot split of 2.49 acres. Staff recommends approval.

**A motion was made by Councilman Brombolich, seconded by Councilman Stehman to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

2. Ordinance Increasing the 2016 Expenditure Budgets in the General Fund, Collins House Fund, Police Vehicle Fund, DUI Court Fine Fund, and Collinsville Crossings Fund

**Attachments:** [Agenda Item Report](#)  
[2016-01 budget adjustment](#)

Overview by Finance Director Tamara Ammann, who advised the ordinance would increase the general fund budget as follows:

\$ 15,000 Administration Dept. - City Hall maintenance

\$ 26,000 Human Resources - legal services associated with union contract negotiations

\$198,000 Fire Operations - workers' compensation claims and settlements

Ordinance will also increase funds for the following:

\$ 1,000 Collins House Fund - operating and ground maintenance supplies

\$ 2,000 Police Vehicle Fund - patrol vehicle purchase

\$ 10,000 DUI Court Fines Fund - patrol vehicle purchase

\$105,000 Collinsville Crossings Fund - first principal payment was made on the LIST Bonds She advised the same amount was spent from the Police Vehicle and DUI Court Fines Funds for the purchase of police vehicles but the Police Vehicle Fund had more money budgeted than the DUI Court Fines Fund.

City Manager Bair advised that unanticipated City Hall maintenance issues arose that needed to be addressed. We are working on a proactive approach to address maintenance issues for the future. He also explained the insurance budgeting will also address some of the costs associated with compensation claims. He reiterated the fact that making the adjustment to accommodate the Collinsville Crossing principal Bond payment is a good thing to have happen.

Councilman Moss inquired as to how much higher was the 2016 budget compared to the 2015 budget. Director Ammann advised she did not know but would provide that information later.

**A motion was made by Councilman Stehman, seconded by Councilman Kypta to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

3. Ordinance Establishing Salaries/Wages for Full-time, Non-union, Personnel and Part-time Non-union Personnel

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Hardin Cover Ltr.pdf](#)  
[Hardin Resume](#)

Human Resource Coordinator Stacey O'Brien advised the ordinance reflects the additional of Cristen Hardin as a full-time Associate Planner. She explained that this is not a new position but retitled from the Uptown Coordinator/Interim Economic Development Coordinator position which has been vacant since May and was budgeted at \$65,000 with \$20,000 in benefits. Staff is recommending hiring Ms. Hardin at \$50,000 plus \$20,000 in benefits. This represents a \$15,000 savings.

She advised that Ms. Hardin has a Master's degree in Urban Planning and a Bachelor's degree in Business Administration. She was recently employed by the City of Urbana.

City Manager Bair clarified the Associate Planner position is support for Economic Development regarding TIF and Business Districts. Position will also assist the Community Development Director in updating the comprehensive plan as well as establishing an economic development plan.

Councilman Moss commented that this is not a new position but a restructured vacant position.

**A motion was made by Councilman Brombolich, seconded by Councilman Stehman to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

4. Ordinance Providing for the Purchase of 45 Tasers Model X26P from TASER International Under the TASER 60 Plan

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Quote](#)  
[Product Card](#)

Police Chief Steve Evans advised Taser International no longer services, repairs, or replaces batteries of the model (X26) that the Officers currently carry which were purchased in 2007. Taser Internation has a newer version (model X26P) and eventually, the Police Department will have to purchase the X26P for all Officers. He explained the Taser 60 Plan would permit the Police Department to purchase 45 new Tasers for \$55,099.96 with the sum spread out over 5 years. To purchase the same Tasers outright (without the plan) would be \$62,230.89. Taser 60 Plan allows for a cost savings of \$7,130.93. The Taser has proven to be an essential law enforcement tool. The X26P model has updated technology which prevents excessive deployment and cloud based storage of deployment data. Purchase agreement indicates the Police Department cannot sell or donate the older model Tasers and must destroy them. Taser has included a \$100 quote for each Taser destroyed. Older Tasers will be stored in evidence until they are destroyed.

Councilman Brombolich inquired of the life expectancy since the old Tasers lasted 10 years. Chief Evans is hopeful that they will but the service agreement is for 5 years. The price includes the service agreement.

Mayor Miller asked as to how many departments in Illinois carry Tasers. Chief Evans indicated the vast majority of professional police departments utilize Tasers. Chief Evans indicated the Taser is a vital tool for law enforcement officers.

**A motion was made by Councilman Moss, seconded by Councilman Brombolich to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0



**Abstain:** 0

5. Ordinance Authorizing the Purchase of Three (3) 2017 Ford Utility Police Interceptor Vehicles from Wright Automotive

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Jack Schmitt Bid](#)  
[Reuther Ford Bid](#)  
[Wright Automotive - State Bid 2017](#)

Overview by Chief Evans, who advised bids were opened on January 9 for the purchase of three 2017 Ford Utility Police Interceptor Vehicles which included trade-ins of 3 Ford Crown Victoria's. The approval of Ford Utility Police Interceptors will continue the successful transition to SUV's necessary since the discontinuation of the Crown Victoria. Two bids were received:

Jack Schmitt Ford - net amount \$92,957.42

Reuther Ford - net amount \$94,019.00

After bids were received, he directed staff to review state bid for comparison. State bid holder, Wright Automotive, submitted a proposal in the amount of \$90,139.00 (after trade-ins).

These vehicles are included in the 2017 budget and will be paid for through the Capital Projects Fund. Utilizing the state bid over the lowest bidder saves the City \$2,818.42.

Staff recommends the purchase of 3 vehicles from Wright Automotive.

Councilman Brombolich inquired of the bid process. He explained they originally did not receive a bid from Wright Automotive but checked on what the state bid was afterwards. She asked Corporate Counsel if there was an issue and he (Attorney Steve Giacoletto) indicated there was no issue. City Manager Bair clarified and advised this satisfied the bidding requirement. He further explained the state bid represents many bids and was the cheapest method of purchase.

**A motion was made by Councilman Kypta, seconded by Councilman Brombolich to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

6. Ordinance Authorizing the Mayor to Execute a Contract Extension for Trash Services with Republic Services to Facilitate the Automation of Trash Services

**Attachments:**    [Agenda Item Report](#)  
[Summary of input received via Facebook](#)  
[Ordinance](#)  
[Proposed Contract](#)

City Manager Bair advised this is the result of several discussions regarding the recommendation from staff to extend the contract with Republic Services to accommodate the automation of trash services. Republic Services dropped the rate increase and cap. He explained the extension would extend the contract by 5 year with an expiration of 2026. Statutorily, the City would be required to bid trash and recycling services. He highlighted the changes as being:

Price index would be changed from CPI (Consumer Price Index) to WST (Waster Sewer Trash). He explained that this would be required if we went out for bids.

Rate cap between 2-4%. The current rate cap is 5%. Director Ammann advised the average rate under the CPI has been 2.1%. The average of the WST index for the same period of time has been 4.5%. He gave a rate comparison.

Bulk item pick up would be on demand, two times per year.

Republic will provide 1 trash receptacle at no charge with the option of a 65 or 95 gallon receptacle. Based on the need, a 48 gallon receptacle may be obtained. An additional receptacle may be obtained for \$2.00 per month.

Definition of a "residential unit" was clarified to mean a dwelling with 4 or less units. Larger units are to classified as a commercial user.

He spoke of the Collinsville's rate for trash services compared to surrounding communities with Collinsville being at a lower rate cost. Recently, Glen Carbon solicited bids and contracted with Republic Services with automated trash collection and received a rate reduction. When considering the projected increases, Collinsville's rate at the end of the contract (year of 2026) would still be less than Glen Carbon by \$1.11 per month.

City Manager Bair spoke of the infrastructure impacts the heavy trash trucks have on city streets and indicated 1 trash truck is equivalent to 1,400 car trips. He estimated over \$100,000 in saved maintenance costs by eliminated 1 truck.

He mentioned resident input from Facebook about trash automation services and spoke of some of the concerns that were addressed. Overwhelming input indicated they were in favor of going with automated trash services.

He also mentioned going out to bid once our contract expires and not going out to automation first. It is believed the City would bare the full expense to go automation with a new bid as well as a higher cap. Republic Services is offering automation with no rate increase and a 4% cap (less than our current cap of 5%).

Councilman Kypta advised he was going to vote against the contract but indicated he was for automation. He advised he was not in favor of changing the CPI.

Councilman Moss indicated she would like for the City to go with automation but is concerned with the no bidding situation with a 20 year contract. She inquired of the percentage range and Director Ammann advised it was 5%. She indicated the Facebook comments only solicited input from a narrow group of people. She also expressed concern with changing from CPI to WST index. She spoke of the indexes and what they affect. She advised the WST index applies to only 28% of the population and is usually weighted on larger cities. She indicated the CPI rate has increased 27% versus the WST at 38% in the last 10 years. She reiterated she would like to see the City go to automation but stay on the CPI rate.

Councilman Brombolich asked for clarification and indicated the current maximum increase is 5% but the new contract would be at 4% to which Director Ammann concurred. She (Brombolich) also spoke of another city that recently went out for bid and is paying more than proposed with our new contract. She mentioned the Facebook comments as not being a voting process but a way to obtain public input. She also confirmed that this contract is for residential trash pick up only and Director Ammann agreed.

City Manager Bair clarified that the City would not have an index option if new bids were solicited since the industry standard is Water Sewer Trash (WST). He spoke of the favorable rate and lower cap when considering automation. Councilman Stehman commented that the Water Sewer Trash index is the standard. Director Ammann indicated she sees it as Republic Services bidding against themselves since our rates were locked in at a low annual percentage increase and at a time when fuel costs were high. She further indicated that going out to bid would allow for more leeway and Republic Services would bid at a high amount. She believes it is advantageous for the City to lock in this rate. A discussion was had regarding the percentage rate. City Manager Bair further indicated that bidding a contract that transitions the City into automated services would be substantially higher than what Glen Carbon is paying now.

Councilman Stehman advised he is in favor of the proposal and spoke of the amount of damage the trash trucks do to streets. He also indicated he spoke to many citizens who was in favor of the on demand bulk pick up.

Councilman Moss indicated her only issue is the cost associated with the index change.

Councilman Brombolich spoke of previous discussions regarding the proposed contract. Republic Services asked Council for input in the proposal. She advised that Councilman Moss indicated she did not want to see a rate increase and Republic Services amended their original proposal to include no rate increase. She too believes this contract is advantageous to the City and is in favor.

**A motion was made by Councilman Brombolich, seconded by Councilman Stehman to approve. The motion carried by the following vote:**

**Aye:** 3 - Stehman, Brombolich, and Miller

**Nay:** 2 - Moss, and Kypta

**Absent:** 0

**Abstain:** 0

7. Ordinance Adopting a Liquor Code Providing for the Regulation of Alcoholic Liquors

**Attachments:** [Agenda Item Report](#)  
[Ordinance \(with markups\)](#)

Overview by City Manager Bair advised that the main issue was the proposed closing hours. After much discussion, the proposal is 1:00am on weekdays and 2:00am on weekends. He indicated the other change is the cost associated with the semi-annual fee arrangements at \$25 instead of the proposed \$100.

Councilman Brombolich inquired of the weekday closing hours and City Manager Bair advised that some classifications had a 2:00am closing time on weekdays but all classifications would now have a 1:00am weekday closing time.

**A motion was made by Councilman Kypta, seconded by Councilman Moss to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

8. Ordinance Amending the Collinsville Municipal Code Chapter 4 with Regards to Liquor License Fees

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)

City Clerk Kim Wasser advised this ordinance amends the previously liquor license fees to allow for semi-annual payments with an annual \$25.00 service fee. Ordinance also establishes the fee for a Class N Tasting Event license at \$25.00 annually to current license holders. She noted liquor license fees have not increased since 2008.

**A motion was made by Councilman Moss, seconded by Councilman Stehman to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypka, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

9. Ordinance Authorizing the Mayor to Sign an Agreement with the Illinois Department of Revenue for Alcoholic Liquor Enforcement Pilot Program

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Agreement](#)

Overview by City Clerk Wasser, who advised the City was contacted by the Illinois Liquor Control Commission (ILCC) and asked to partner with them by participating in a liquor compliance field inspection pilot program. The program purpose it to assist local authorities in becoming familiar with Illinois Liquor Laws and the rules and regulations of the ILCC, ensure compliance of such laws, and increase compliance inspections.

She indicated that if approved, the City would be expected to perform onsite compliance inspections, one time during the contract period at every retailer within Collinsville, and report finds to ILCC. An onsite inspections consist of verifying valid state and local licenses, posting of signage, sanitation and cleaning records, alcohol related invoices and any "red flags" that would require a ILCC Agent to investigate. The typical inspection would take 20-45 minutes. She mentioned benefits to the City includes \$75.00 for each inspection completed and the opportunity to do follow-up inspections for Life Safety issues, Code Violations, etc.

Clerk Wasser advised the ILCC will provide free onsite classroom and hands-on inspection training for all inspectors.

Councilman Brombolich inquired of staff that will be performing the inspections. Clerk Wasser advised this would be a collaborative effort by staff that would include members of the Police and Fire Departments, as well as Building Inspector and Code Enforcement.

**A motion was made by Councilman Moss, seconded by Councilman Brombolich to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypka, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

**N. OLD BUSINESS**

**O. CLOSED SESSION**

Mayor Miller announced a closed session for discussion in accordance with 5 ILCS 120/2(c):

- 1. Appointment, employment, compensation, discipline or performance of employees
- 2. Collective bargaining
- 11. Pending or Threatened or Imminent Litigation

**A motion was made by Councilman Kypta, seconded by Councilman Stehman to approve. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

**P. ANNOUNCEMENTS**

**Q. ADJOURNMENT**

**A motion was made by Councilman Brombolich, seconded by Councilman Moss to adjourn at 9:07pm. The motion carried by the following vote:**

**Aye:** 5 - Moss, Kypta, Stehman, Brombolich, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

**ADDRESSING THE COUNCIL DURING SPEAKERS FROM THE FLOOR**

Below are the rules for input during City Council meetings as set out in Ordinance No. 4765 entitled “Ordinance Governing Speakers From the Floor During Meetings of the City Council and the Commission, Boards, and Sub-Bodies of Collinsville, Illinois”. Speakers may address the Council during the time designated as Speakers From the Floor on the agenda.

RULE 1: Speakers shall be allowed only during “Speakers from the Floor,” or at any other time if requested by a member of the City Council.

RULE 2: Input must relate to a matter under the authority of the City of Collinsville.

RULE 3: Upon request by the meeting Chairman for speakers from the floor, a prospective speaker shall express the desire to speak, be recognized by the meeting Chairman, approach the designated podium, and state their name and general subject matter to which they will address the City Council.

RULE 4: After establishing their identity, prospective speakers shall immediately address only the City Council.

RULE 5: Each speaker is limited to four (4) minutes to address the City Council. No extensions will be granted and no time shall be compensated to the speaker resulting from interruptions by or discussion with the City Council, City Manager, or any other City officer or employee.

RULE 6: Speakers shall address only the City Council collectively or its members individually. Speakers shall speak to issues and shall refrain from personal attacks on City appointed officials and employees. Speakers may not address issues related to pending litigation in which the City or its subsidiary bodies, officers, agents, employees, boards or commissions is a party.

RULE 7: Speakers shall not be permitted to advertise, solicit, request, urge, summon, or cajole the City Council or the general public, except as otherwise provided for herein, with regard to any products, goods, services, information, gains, losses, advantages, consequences, or any other similar matter, notwithstanding that there may or may not be any pecuniary, monetary, financial or property gain, loss, or benefit to the speaker or any other person or entity.

RULE 8: Speakers shall act and speak with decorum and conform to conventional social manners in speech, writing, dress, and behavior. The audience shall refrain from conduct that disrupts the meeting in any way such as clapping, booing, loud talking or outbursts. A speaker may be immediately terminated at the meeting Chairman’s discretion.

RULE 9: Determination of breaches of this Ordinance shall be made by the meeting Chairman. The meeting Chairman customarily will warn the speaker or members of the audience of inappropriate behavior through one warning use of the gavel. Subsequent inappropriate behavior shall result in the immediate removal of the responsible parties at the discretion of the meeting Chairman.

# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Resolution Reappointing Members of the Collinsville Economic Development Commission (Weinacht and Hagerty)

**STRATEGIC PLAN GOAL:** Goal #5 – Community Engagement & Communication

**BACKGROUND:**

Kevin Weinacht's and Joe Hagerty's terms on the EDC expired at the end of December 2016. Both have expressed their desire to remain on the Commission.

Both members have been beneficial additions to the EDC and have provided valuable input and assistance.

City Manager/Economic Development Director Bair supports these reappointments.

**RECOMMENDATION:**

City Manager/Economic Development Director Bair recommends approval of the Resolution Reappointing Members of the Collinsville Economic Development Commission (Weinacht and Hagerty)

**ITEM SUBMITTED BY:** Mitchell E. Bair, City Manager/Economic Development Director

**ATTACHMENTS:** Resolution



RESOLUTION NO.

REAPPOINTING MEMBERS TO THE COLLINSVILLE  
ECONOMIC DEVELOPMENT COMMISSION  
(Weinacht, Hagerty)

---

BE IT RESOLVED BY THE CITY COUNCIL OF COLLINSVILLE, ILLINOIS, that it concurs with Mayor Miller in the reappointment of Kevin Weinacht and Joe Hagerty as members of the Collinsville Economic Development Commission for additional 3-year terms expiring December 31, 2019.

PASSED by the City Council and Approved by the Mayor on \_\_\_\_\_, 2017.

Ayes:

Nays:

Absent:

Approved: \_\_\_\_\_, 2017.

---

John Miller, Mayor

ATTEST:

---

Kimberly Wasser, City Clerk

# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Ordinance Authorizing the Dedication of Easement to Ameren Illinois for Electric Service for the New Water Treatment Plant

**STRATEGIC PLAN GOAL:** Goal #3: "Quality Infrastructure"

**BACKGROUND:**

This ordinance will allow for the dedication of utility easement to Ameren Illinois for the purpose of installation and maintenance of electrical service to the New Water Treatment Plant to be located at 9535 Collinsville Road.

**RECOMMENDATION:**

Staff is recommending approval of the ordinance authorizing the dedication of utility easement to Ameren Illinois for the installation of electric service at the new water plant.

**ITEM SUBMITTED BY:** Dennis Kress, Public Works Director

**ATTACHMENTS:** Ordinance



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE MAYOR TO  
EXECUTE AN EASEMENT GRANTING ACCESS TO AMEREN ILLINOIS COMPANY  
TO THE NEW WATER TREATMENT PLANT**

---

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Collinsville, that the Mayor is authorized to execute and deliver the electrical service ingress and egress Easement attached hereto, the form of which is approved subject to non-substantial modifications as deemed necessary by the City Manager, between the City and Ameren Illinois Company.

Passed by the City Council of City of Collinsville, on the \_\_\_\_ day of \_\_\_\_\_, 2017.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved: \_\_\_\_\_

---

**JOHN MILLER, MAYOR**

ATTEST: \_\_\_\_\_  
**KIM WASSER, CITY CLERK**

RECORDED: \_\_\_\_\_.

---

Electric Easement (IL Corporation)

**REMS INFORMATION**

Agreement ID: AIC-201701-3556

Project ID: 7405

**EASEMENT**

(Electric Line)

Collinsville Rd, Collinsville IL 62234

KNOW ALL MEN BY THESE PRESENTS, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, that CITY OF COLLINSVILLE, a municipality, its successors and assigns, whether one or more and whether an individual, individuals, a corporation or other legal entity (hereinafter "Grantor"), for and in consideration of the sum of One and No/100<sup>ths</sup> Dollars (\$1.00) and other valuable consideration in hand paid, the receipt of which is hereby acknowledged, does hereby grant unto AMEREN ILLINOIS COMPANY d/b/a AMEREN ILLINOIS, an Illinois corporation, its successors, assigns, licensees, agents, lessees, contractors, sub-contractors and tenants (hereinafter "Grantee"), the non-exclusive perpetual right and easement to construct, reconstruct, use, operate, maintain, inspect, add to the number of and patrol an electric and communication line or lines consisting of poles, guys, anchors, wires, cables, conduits, fixtures, and other appurtenances thereto, including transformers, upon, over, across, and under the following described land, in Section 31, Township 3 North, Range 8 West, 3rd P.M., Madison County, Illinois, to-wit:

An easement strip over across and through the following described real estate:

Beginning at the intersection of the East line of Arnold Street as shown on the plat of Valley View Park Subdivision (Plat Book 14 Page 29) and the North right of way line of U.S. Route 40; thence North along the East line of Arnold Street, a distance of 845 feet to the point of beginning of the tract herein described; thence continuing North along said East line a distance of 68.75 feet to a point for corner; thence leaving said East line of Arnold Street North 88 Degrees 23 Minutes East a distance of 1295.48 feet to a point for corner; thence Southwesterly along the West line of U.S. Survey 514 Claim 572 and 573, distance of 943.04 feet to the North right of way line of U.S. Route 40 and a point for corner; thence along said North right of way line South 88 Degrees 23 Minutes West, a distance of 338.07 feet to a point for corner; thence leaving said North right of way line of U.S. Route 40 North, a distance of 845 feet to a point for corner; thence South 88 Degrees 23 Minutes West, a distance of 750 feet to the point of beginning.

Except that part taken by IDOT of the Southeast Quarter of Section 31, Township 3 North, Range 8 West of the Third Principal Meridian, Madison County, Illinois, described as follows:

Beginning at the Southwest corner of the tract of land described in the Special Warranty

Deed to Gramex Retail Stores, Inc., a Delaware Corporation recorded November 24, 1999 in Deed Book 4356 Page 2907 being on the North right of way line of Collinsville Road described in the Deed for Dedication of Right of Way to the State of Illinois Division of Highways, recorded June 11, 1932 in Deed Book 674 Page 614; thence on an assumed bearing of North 01 Degree 02 Minutes 38 Seconds West on the West line of said Gramex Retail Stores, Inc., tract of land 3.50 feet; thence North 87 Degrees 22 Minutes 02 Seconds East 338.71 feet to the West line of U.S. Survey 514, Claims 572 and 573; thence South 11 Degrees 41 Minutes 06 Seconds West on said West line 3.61 feet to said North right of way line of Collinsville Road; thence South 87 Degrees 22 Minutes 02 Seconds West on said right of way line 337.91 feet to the point of beginning, said exception herein described contains 0.0272 acre or 1,184 square feet, more or less.

FURTHER EXCEPTING THEREFROM that portion of real estate described as follows:

Beginning at an iron pipe found at the northwest corner of a tract of land deeded to Meier, LLC as described in a deed recorded as Document No. 2009R54865 in the Madison County Recorder's Office, said Point recorded as being 845 feet north of the intersection of the east line of Arnold Street as shown on the plat of Valley View Park Subdivision (Plat Book 14, Page 29) and the (former) north right of way line of U.S. Route 40 (Collinsville Road); thence on the east line of said Arnold Street, North 1 degree 01 minute 17 seconds West, 20.01 feet to an iron pin set; thence North 87 degrees 21 minutes 02 seconds East, 749.88 feet to an iron pin set; thence North 1 degree 00 minute 58 seconds West, 32.49 feet to an iron pin set on the north line of an AT&T Wireless PCS, Inc. lease site as established by a memorandum of lease recorded In Book 4214, Pages 188 through 192 in the Madison County Recorder's Office; thence on the north line of the said lease site, North 87 degrees 23 minutes 06 seconds East, 117.55 feet to an iron pin found; thence on the east line of the said lease site, South 2 degrees 37 minutes 51 seconds East, 89.87 feet to an iron pin found; thence on the South line of the said lease site, South 87 degrees 23 minutes 06 seconds West, 120.08 feet to an iron pin found on the east line of the aforementioned Meier, LLC tract; thence on the east line of the said Meier, LLC tract, North 1 degree 00 minute 58 seconds West, 37.41 feet to an iron pin found at the northeast corner thereof; thence on the north line of the said Meier, LLC tract, South 87 degrees 21 minutes 02 seconds West, 749.88 feet to the point at beginning.

Said easement strip being illustrated in Exhibit "A"

PIN 13-1-21-31-00-000-008.002

together with all rights reasonably implied by and incidental to the exercise and enjoyment of said easement rights, including without limitation the right of ingress and egress to and over the above described easement area and premises of Grantor adjoining the same, for all purposes herein stated, together with the right to trim, control, cut and remove, or cause to be removed, at any time and from time to time, by any means, any and all brush, bushes, saplings, trees, roots, undergrowth, rock, over-hanging branches and other obstructions upon, over and under the surface of said easement area and of the premises of Grantor adjoining the same deemed by Grantee to interfere with the exercise and enjoyment of Grantee's rights hereunder, or endanger the safety of, said facilities; and the right to license, permit or otherwise agree to the use or occupancy of said easement or any portion thereof of said facilities by any other person, association or corporation for the purposes hereinabove set out; and with the further right to remove at any time and from time to time any or all of the said line or lines, and appurtenances thereto, located upon, over, across or under said land by virtue hereof.

Grantee shall be responsible for actual damages occurring on the herein described property as a result of the construction, operation, maintenance or repair of Grantee's facilities and shall reimburse the owner thereof for such loss or damages. Grantee shall not be responsible for any indirect, consequential or punitive damages.

Grantor, for itself, its successors and assigns, does hereby warrant and covenant unto Grantee, (1) that Grantor is the owner of the above-described land and has full right and authority validly to grant

this easement, (2) that Grantee may quietly enjoy the premises for the purposes herein stated, and (3) that Grantor will not create or permit any building or other obstruction or condition of any kind or character upon Grantor's premises that will interfere with the Grantee's exercise and enjoyment of the easement rights hereinabove conveyed.

IN WITNESS WHEREOF, CITY OF COLLINSVILLE has caused these presents to be signed by its Mayor.

CITY OF COLLINSVILLE

By: \_\_\_\_\_  
Name: John Miller  
Title: Mayor

STATE OF ILLINOIS

COUNTY OF \_\_\_\_\_ } SS

I, the undersigned, a Notary Public, in and for said County and State aforementioned, do hereby certify that John Miller, personally known to me to be the Mayor of CITY OF COLLINSVILLE, a municipal corporation, and Kim Wasser, personally known to me to be the City Clerk of said municipal corporation and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person, and severally acknowledged under oath that as such Mayor and City Clerk of said municipal corporation, they signed and delivered the said instrument as Mayor and City Clerk and caused the corporate seal of said municipal corporation to be affixed thereto, pursuant to authority given by the City Council of said municipal corporation as their free and voluntary act and as the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein set forth.

Given under my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2016.

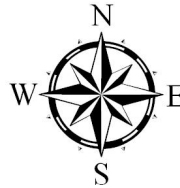
\_\_\_\_\_  
Notary Public

Prepared by: Ameren Real Estate

Return to: Daniel McCarthy  
2600 N. Center Street  
Maryville, IL 62062-0378

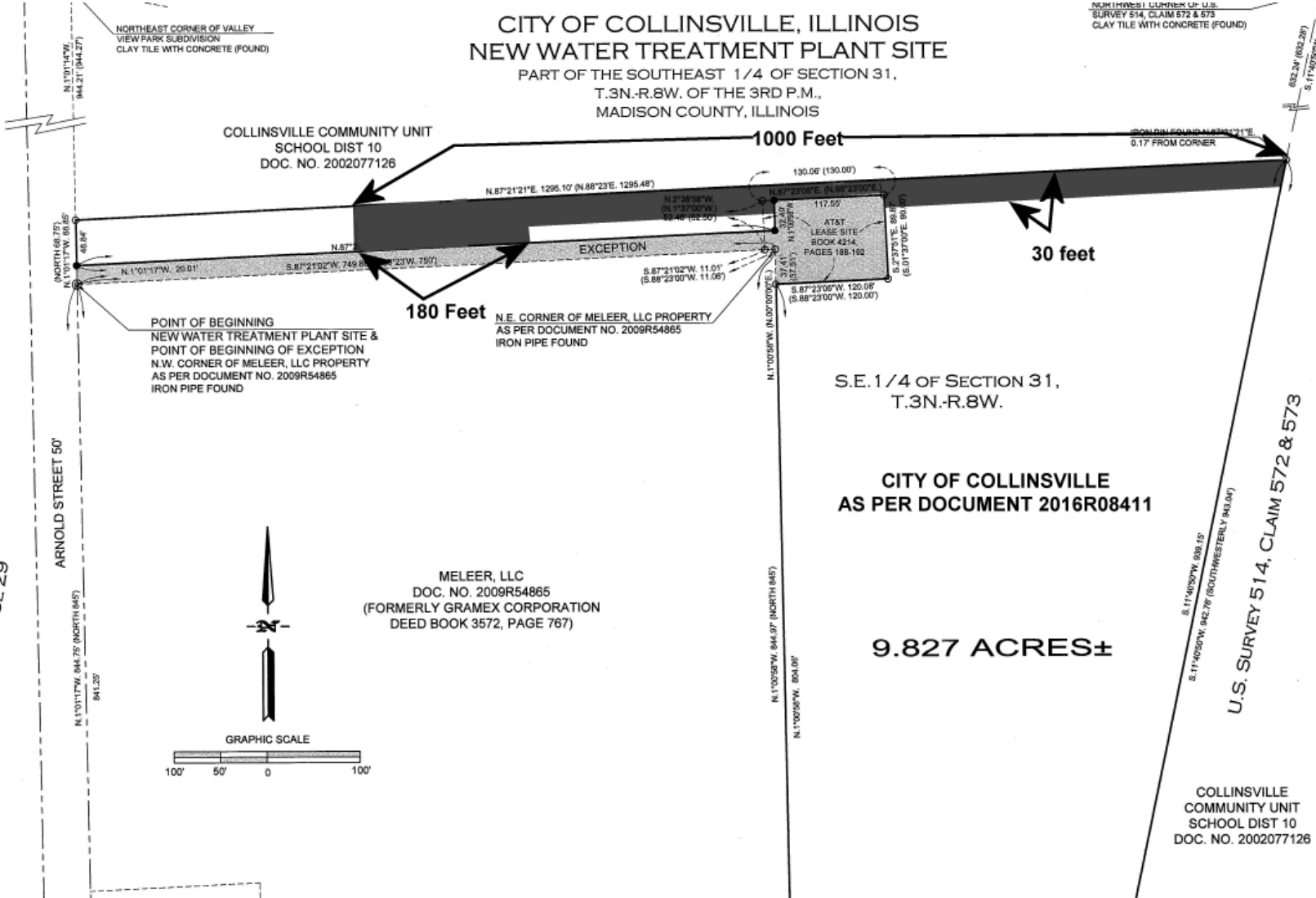
djm  
WR# IPMN108377  
Lat: 38.66266  
Lng: -90.02506  
01/19/17

Exhibit "A"



CITY OF COLLINSVILLE, ILLINOIS  
 NEW WATER TREATMENT PLANT SITE  
 PART OF THE SOUTHEAST 1/4 OF SECTION 31,  
 T.3N.-R.8W. OF THE 3RD P.M.,  
 MADISON COUNTY, ILLINOIS

NORTHWEST 1/4 CORNER U.S.  
 SURVEY 514, CLAIM 572 & 573  
 CLAY TILE WITH CONCRETE (FOUND)



NORTHEAST CORNER OF VALLEY  
 VIEW PARK SUBDIVISION  
 CLAY TILE WITH CONCRETE (FOUND)

COLLINSVILLE COMMUNITY UNIT  
 SCHOOL DIST 10  
 DOC. NO. 2002077126

1000 Feet

0.17' FROM CORNER

N.87°21'21"E. 1285.10' (N.88°23'E. 1285.48')

130.06' (130.00')

N.2°38'35"W. 92.48' (92.50')

N.87°23'00"E. 117.55'

N.1°00'58"W. 37.25'

N.1°00'58"W. 37.25'

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N.1°00'58"W. 37.25'

EXCEPTION

30 feet

180 Feet

N.E. CORNER OF MELEER, LLC PROPERTY  
 AS PER DOCUMENT NO. 2009R54865  
 IRON PIPE FOUND

POINT OF BEGINNING  
 NEW WATER TREATMENT PLANT SITE &  
 POINT OF BEGINNING OF EXCEPTION  
 N.W. CORNER OF MELEER, LLC PROPERTY  
 AS PER DOCUMENT NO. 2009R54865  
 IRON PIPE FOUND

S.E. 1/4 OF SECTION 31,  
 T.3N.-R.8W.

CITY OF COLLINSVILLE  
 AS PER DOCUMENT 2016R08411

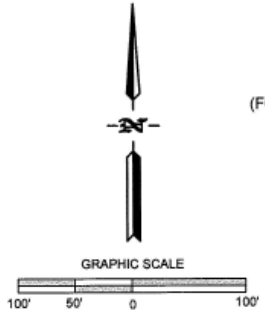
9.827 ACRES ±

U.S. SURVEY 514, CLAIM 572 & 573

COLLINSVILLE  
 COMMUNITY UNIT  
 SCHOOL DIST 10  
 DOC. NO. 2002077126

VALLEY VIEW PARK SUBDIVISION  
 PLAT BOOK 14, PAGE 29

ARNOLD STREET 50'



MELEER, LLC  
 DOC. NO. 2009R54865  
 (FORMERLY GRAMEX CORPORATION  
 DEED BOOK 3572, PAGE 767)



# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Ordinance Authorizing Professional Services Agreement with Tetra Tech, Inc. in the Amount of \$44,823.00 for Environmental Engineering Services for the Post Closure Monitoring of the City Landfill

**STRATEGIC PLAN GOAL:** Goal #3 – Quality Infrastructure

## **BACKGROUND:**

This ordinance is for Environmental Engineering and Consulting services for the City's closed landfill. The proposal from Tetra Tech includes annual monitoring, collecting and analysis of the groundwater, preparation of the annual trending analysis, evaluation of significant change in groundwater quality and the preparation of the annual assessment monitoring report. The cost for these services are not to exceed \$44,830.00.

After thirty years of post-closure monitoring of the closed landfill, the Illinois Pollution Control Board (IPCB) issued an official Order on February 4, 2016 which allowed for the adjustment of Groundwater Quality Standards for landfill and allowed for steps to be taken to complete the post closure groundwater monitoring and annual permitting requirement of the landfill. Those steps are:

1. One final year of quarterly analysis and monitoring of the groundwater with the submittal of an annual report on the groundwater monitoring. (Completed October 2017)
2. Two years of annual sampling and analysis of the groundwater with submittal of annual reports. (Final report to be submitted to IEPA in January 2019)
3. The preparation of trending analysis of historical data of chemicals levels found in the groundwater at the landfill. (completed January 2017)
4. Preparation of a survey of all existing wells with in one half mile of the landfill.
5. Establishment of an environmental land use restriction that prohibits the installation of new potable wells with in one half mile of the perimeter of the landfill. (Madison County to approve ordinance on February 15, 2017)

Upon completion of these tasks and barring any significant change in the groundwater quality, the post closure care and monitors will conclude in early 2019. The City will continue to maintain the site and pump and dispose of the leachate produced from the landfill.

**RECOMMENDATION:**

It is staff's recommendation to approve the ordinance authorizing the agreement.

**ITEM SUBMITTED BY:**

Dennis Kress, Public Works Director

**ATTACHMENTS:**

Ordinance  
Agreement

**ORDINANCE NO.**

**AUTHORIZING PROFESSIONAL SERVICES AGREEMENT  
WITH TETRA TECH, INC.**

***(2017 Continued Environmental Engineering for Post Closure Monitoring of City Landfill)***

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BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLINSVILLE, that the Mayor is authorized to execute a professional services agreement in an amount not to exceed \$44,823.00 with Tetra Tech, Inc., 1634 Eastport Plaza, Collinsville, Illinois, for continued professional environmental engineering and consulting services of 2017 relating to the closed City landfill.

Said agreement is attached hereto and made a part hereof by reference.

PASSED by the City Council of the City of Collinsville, Illinois, on \_\_\_\_\_, 2017.

Ayes:

Nays:

Absent:

Approved: \_\_\_\_\_, 2017.

---

John Miller, Mayor

ATTEST:

---

Kimberly Wasser, City Clerk



February 6, 2017

Mr. Dennis Kress  
City of Collinsville  
Director of Water/Wastewater  
300 Simpson St  
Collinsville, IL 62234

Subject: Proposal for the Continuation of Engineering Services at the Closed Collinsville Landfill for 2017

Dear Mr. Kress:

Tetra Tech, Inc. is pleased to provide this time and materials proposal to the City of Collinsville (the City) for continuation of engineering services at the Closed Collinsville Landfill. Services described in this proposal includes preparation of the Potable Well Survey and Trending Report, assistance with the land use controls (LUCs), the collection of the of annual groundwater monitoring samples, and preparation of the annual assessment and trending report.

## **2016 TASKS PERFORMED**

During 2016, Tetra Tech provided engineering services associated with the landfill's monitoring program, the petition for adjusted standards, and teamed with the City to complete a potable well survey.

### **Groundwater Monitoring Program**

- Communicated with the City on many occasions to provide updates on the status of the Petition for Adjusted Standards, new parameters, potable well survey, land use controls and groundwater monitoring.
- Collected the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Quarter 2016 groundwater samples
- Submitted groundwater data electronically to the Illinois Environmental Protection Agency (IEPA) after receipt of the quarterly analytical results for each quarter sampled.
- Submitted a quarterly Significant Change Letter to the IEPA after receipt of the quarterly analytical results.
- Submitted the 2016 Annual Assessment Monitoring Report on July 27, 2016 as a Supplement Permit Application.

Tetra Tech, Inc.

1634 Eastport Plaza, Collinsville, Illinois 63105

Tel 618.345.0669 Fax 618.345.1281 [www.tetrattech.com](http://www.tetrattech.com)

### **Potable Water Well Survey**

As a part of IPCB's February 4, 2016 Order, Tetra Tech teamed with the City conducted a potable well water survey. The purposes of the survey were to assess the number and use of water wells within a ½ mile radius of the perimeter of the Collinsville Landfill and evaluate whether potable or non-potable domestic use wells identified during the survey were located downgradient of the landfill perimeters. The tasks performed included:

- Review of databases and website to locate water wells within ½ mile of the landfill perimeter;
- The approximate well locations found were plotted on a map and the well record that included well logs (if available), date constructed, approximate location and well owner were provided to the City;
- The City went door to door, identified whether the presence of wells were known, the use if any, the name and address of current property owner and the current residential occupant. The City plotted the locations on the Madison County Assessors GIS map and provided the information to Tetra Tech; and
- Tetra Tech reviewed the information on the figure against the well record and the information provided by the City and added the wells use to the figure.

### **Petition for Adjusted Standards (Submitted December 4, 2014 and approved February 4, 2016)**

Costs associated with the 2016 interaction with the IPCB and the IEPA concerning the Petition were not included in the January 2016 proposal because Board interaction is specific to each site and each problem or question the IPCB finds. The 2016 interaction with the IPCB included the inclusion of new groundwater parameters in the analytical program and assistance with development of a LUC prohibiting the installation of new potable wells near the landfill. The interaction with the IPCB was not extensive but the other two tasks did impact the budget. However, every year, Tetra Tech makes a conscious effort to economize and provide the City with the best value for each labor hour and environmental service provided. This year, Tetra Tech assisted with the development of the land use controls and added additional analytical parameters as a result of the IPCB's order at no additional cost to the City.

Tetra Tech performed the following additional activities concerning the petition at no additional costs to the City:

- Participated in two conference calls with the IPCB on January 11, 2016 and February 22, 2016. The IPCB did not show for the February 22, 2016 meeting;
- Beginning during the 1<sup>st</sup> Quarter sampling event, collecting of perchlorate and 1,4-dioxane were added to the quarterly groundwater sampling event at a cost of \$3,850;
- Prepared a summary for the City in March 2016 describing the IPCB's opinion and order and developed a schedule for post closure care;

- Gathered IEPA example text for Ordinances and Memoranda of Understanding (MOUs) and copies of ordinances and MOUs prohibiting use of groundwater that have been approved in Madison County, IL in July 2016; and
- Throughout the remainder of the year assisted you with requests for information concerning LUCs.

The IPCB approved the Petition for Adjusted Standards and issued their opinion and order on February 4, 2016. Tetra Tech partnered with the City and completed the groundwater survey in 2016. The survey and first trending report were submitted to IEPA in January 2017 and 2017 marks the start of the final process to close the landing. Annual monitoring will be performed in October 2017. One additional annual sampling events will occur in October 2018 and after the report is submitted to IEPA, Tetra Tech will submit a post closure care plan and an application for cessation of post closure care. After the application is approved, the landfill will be closed.

**2015 SUPPLEMENTAL PERMIT APPROVALS**

From January 1, 2016 through December 31, 2016 IEPA issued one permit:

**2016 Permits Issued for the Closed Collinsville Landfill**

Permit Number	Date of IEPA Approval	Description	Document Submittal and IEPA Request for Extension for Review
2016-341-SP	10/24/15	The permit approves the 2016 annual report.	7/27/16 No extension requests from the IEPA.

No permit additional applications were submitted to IEPA in 2016. However, the 2016-2017 Potable Well Survey and Trending Report were submitted to IEPA as a permit application on January 18, 2017 and we are currently awaiting IEPA approval.

**PROPOSED SCOPE OF FUTURE WORK**

Tetra Tech has developed this proposal to address the requirements of Supplemental Permit No. 2016-341-SP and the IPCB’s order for submittal of the 2016-2018 Potable Well Survey and Trending Report, annual monitoring and preparation and submittal of the 2017-2018 Trending and Groundwater Assessment Report.

The proposed scope of work to address permit requirements includes:

- **Task 1, 2016-2017 Potable Well Survey and Trending Report** - The report includes the results of the potable well survey and a figure depicting the location, address and current use of the wells located within a - 0.5 mile radius of the boundary of the landfill

as defined in the IPCB's order. The analytical results for groundwater samples collecting during the 1st, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> Quarters of 2016 and analysis of the results and groundwater levels were including in the results. Five years of analytical results for the parameters listed in the IPCB's order - pH ammonia, arsenic, boron chloride, iron, manganese, sulfate, total dissolved solids (TDS), total organic carbon (TOC), total organic halides (TOX), zinc, perchlorate, and 1,4-dioxane were not compared to background values. Instead, the 14 parameters were trended to evaluate whether a significant change in groundwater quality has occurred. Additionally, specific conductance and barium were trended to assess the historical significance of the exceedances of background values observed in 2016. Tetra Tech's trending assessment included a qualitative (graphical depiction of concentrations versus time) and quantitative analysis (Mann-Kendall statistical testing) of five years of analytical data.

- **Task 2, Annual Monitoring** – Annual monitoring includes the collection of the groundwater samples in October 2016 at landfill monitoring locations MW1, MW2, MW4, and MW6 for routine List 1, List 2 parameters, List 3 inorganic parameters including perchlorate, and the short list of List 3 organic compounds (benzene, dichloromethane, para-dichlorobenzene, ortho-dichlorobenzene, monochlorobenzene, pentachlorophenol, picloram, and 1,4-dioxane). Electronic data reporting and evaluation of a significant change in groundwater quality is a requirement of the permit and is included in the scope of this task. **Tetra Tech plans to purge each well of the bottom sediment and develop each well for clarity for a maximum of one hour.**
- **Task 3, 2017 Trending Report** - Following receipt of the October 2016 sampling results, Tetra Tech will summarize the data, compare the data to specific screening criteria identified in Supplemental Permit 2016-341-SP (criteria include: Class I Groundwater Standards, background values, and a value that is equal to two times the practical quantitation limit for each organic compound) and will create concentration versus time graphs and perform trending for pH ammonia, arsenic, boron chloride, iron, manganese, sulfate, TDS, TOC, TOX, zinc, perchlorate, and 1,4-dioxane using six years of data and a program designed to perform the Mann-Kendall statistical trending test. The results will be submitted as the Annual Trending and Assessment Monitoring Report to be submitted to IEPA no later than January 15, 2017

## PROPOSED COST

Tetra Tech proposes to perform this scope on a Time-and-Materials basis based on the estimates provided in Attachment A. Total Not-to-Exceed cost to perform the 2017 activities described above is \$44,823.00. Detailed costs for the individual tasks included in the scope of work are provided for your convenience. Summary costs for each task are:

**2016 Project Cost Summary**

<b>Task</b>	<b>Description</b>	<b>Costs</b>
1	2016-2017 Potable Groundwater Survey and Trending Report and assistance with 2017 development of the land use control	\$14,829.00
2	2017 Annual Monitoring	\$16,622.00
3	2017 Trending and Groundwater Assessment Report	\$13,372.00
	<b>Total Project Costs</b>	<b>\$44,823.00</b>

The costs were based on the requirements of Supplemental Permit Numbers, 2016-341-SP, the IPCB order and discussions with IEPA. Based on our experience, the annual sampling event will require no more than 2.5 days to develop each well and collect the required samples and water levels. However, **in order to develop the wells, the hole present in the road west of the landfill and the downed trees leading to MW-2 will require resolution. The hole will need to be filled and the soil compacted and the downed trees will need to be removed.**

Should conditions be encountered that change the scope of work or level of effort necessary to meet project objectives, the City will be notified immediately. No additional work beyond the proposed scope of work will be performed without the City's approval. Tetra Tech will perform additional activities, if requested, according to the fee schedule in place or as defined through future proposals to perform the additional work.



Mr. Dennis Kress  
City of Collinsville  
February 6, 2017  
Page 6

Tetra Tech appreciates the opportunity to provide the City of Collinsville with this proposal. If you have any questions regarding this proposal or would like to schedule a meeting to discuss the project, please call me at (618) 343-2318. Tetra Tech looks forward to continuing our good working relationship with the City of Collinsville.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Nancy Dickens".

Nancy Dickens, L.P.G.  
Project Manager/Geologist

Enclosures

## Tetra Tech, Inc.

### COST ESTIMATE - 2017 GENERAL ENGINEERING SERVICES, COLLINSVILLE, ILLINOIS COST SUMMARY SHEET

DIRECT LABOR	FY 2017 Total Hours	FY 2017 Rate	Cost
Program Manager	7.00	\$178.00	\$1,246.00
Project Manager	145.00	\$129.00	\$18,705.00
Engineering Engineer	7.00	\$146.00	\$1,022.00
Statistician/Data Validator/Reviewer	27.00	\$130.00	\$3,510.00
Senior Chemist	4.00	\$113.00	\$452.00
Project Geologist	20.00	\$104.00	\$2,080.00
Environmental Scientist	33.00	\$83.00	\$2,739.00
Contract Administrator	17.00	\$83.00	\$1,411.00
Drafting	31.00	\$68.00	\$2,108.00
Clerk/Copying	22.00	\$58.00	\$1,276.00
Data Manager	29.00	\$71.00	\$2,059.00
<b>Total Direct Labor</b>			<b>\$36,608.00</b>

#### General Engineering Services

<i>Total Groundwater Monitoring and Other Tasks</i>	
Direct Labor	\$36,608.00
Other Direct Costs	\$8,189.50
Travel and Per Diem	\$25.50
<b>Total Estimated Cost</b>	<b>\$44,823.00</b>

<i>FY 2017 Cost Summary By Task</i>	
Task 1 - 2017 Trending Report/LUCs	\$14,829.00
Task 2 - 2017 Annual Monitoring	\$16,622.00
Task 3 - 2018 Annual Report	\$13,372.00

DIRECT COSTS AND SUBCONTRACTOR COSTS	Rate	No.	Cost
Digital Camera	\$25.00	1	\$25.00
Water Quality Meter - daily rental	\$100.00	2	\$200.00
Water Level - daily rental	\$25.00	2	\$50.00
Turbidity Meter (daily rental)	\$35.00	2	\$70.00
Filters	\$20.00	4	\$80.00
Sampling Equipment	\$300.00	1	\$300.00
<b>Analytical</b>			
<u>TekLab</u>			
List 2 - misc. methods (4 wells plus 1 duplicate)	\$380.00	5	\$1,900.00
List 3 (4 wells plus duplicate) inorganic compounds + perchlorate	\$317.00	5	\$1,585.00
List 3 (4 wells plus duplicate) reduced organic compounds (8 com)	\$285.00	6	\$1,710.00
Reproduction/shipment of letters/report to IEPA	\$500.00	3	\$1,500.00
Sample Shipping / Packing Supplies	\$25.00	1	\$25.00
<b>Fee @ 10%</b>			<b>\$744.50</b>
<b>Total Other Direct Costs</b>			<b>\$8,189.50</b>

INDIRECT COSTS	Rate	No.	Cost
Mileage - Eastport Plaza to Landfill and back	\$0.510	50	\$25.50
<b>Total Travel and Per Diem Cost</b>			<b>\$25.50</b>

## COST ESTIMATE

### Assistance with Land Use Controls and 2017 Trending/Groundwater Survey Report

COLLINSVILLE, IL

#### General Engineering Services

##### Trending Report for 2017

DIRECT LABOR	Rate	Hours	Cost
Program Manager	\$178.00	3.00	\$534.00
Project Manager	\$129.00	70.00	\$9,030.00
Engineering Engineer	\$146.00	3.00	\$438.00
Statistician/Data Validator/Reviewer	\$130.00	7.00	\$910.00
Senior Chemist	\$113.00	-	\$0.00
Project Geologist	\$104.00	-	\$0.00
Environmental Scientist	\$83.00	8.00	\$664.00
Contract Administrator	\$83.00	6.00	\$498.00
Drafting	\$68.00	20.00	\$1,360.00
Clerk/Copying	\$58.00	6.00	\$348.00
Data Manager	\$71.00	7.00	\$497.00
<b>Total Direct Labor</b>		130	<b>\$14,279.00</b>

Direct Labor	\$14,279.00
Other Direct Costs	\$550.00
Travel and Per Diem	\$0.00
<b>Total Estimated Cost</b>	<b>\$14,829.00</b>

DIRECT COSTS AND SUBCONTRACTOR COSTS	Rate	No.	Cost
Digital Camera	\$25.00	0	\$0.00
Water Quality Meter - daily rental	\$100.00	0	\$0.00
Water Level - daily rental	\$25.00	0	\$0.00
Turbidity Meter (daily rental)	\$35.00	0	\$0.00
Filters	\$20.00	0	\$0.00
Sampling Equipment	\$300.00	0	\$0.00
<b>Analytical</b>			
<u>TekLab</u>			
List 2 - misc. methods (4 wells plus 1 duplicate)	\$380.00	0	\$0.00
List 3 (4 wells plus duplicate) inorganic compounds + perchl	\$317.00	0	\$0.00
List 3 (4 wells plus duplicate) reduced organic compounds	\$285.00	0	\$0.00
Reproduction/shipment of letters/report to IEPA	\$500.00	1	\$500.00
Sample Shipping / Packing Supplies	\$25.00	0	\$0.00
<b>Fee @ 10%</b>			<b>\$50.00</b>
<b>Total Other Direct Costs</b>			<b>\$550.00</b>

INDIRECT COSTS	Rate	No.	Cost
Mileage - Eastport Plaza to Landfill and back	\$0.510	0	\$0.00
<b>Total Travel and Per Diem Cost</b>			<b>\$0.00</b>

## CLOSED COLLINSVILLE LANDFILL, COLLINSVILLE, IL

### 2017 Annual Monitoring

DIRECT LABOR	Rate	Hours	Cost
Program Manager	\$178.00	1.00	\$178.00
Project Manager	\$129.00	15.00	\$1,935.00
Engineering Engineer	\$146.00	1.00	\$146.00
Statistician/Data Validator/Reviewer	\$130.00	10.00	\$1,300.00
Senior Chemist	\$113.00	2.00	\$226.00
Project Geologist	\$104.00	20.00	\$2,080.00
Environmental Scientist	\$83.00	25.00	\$2,075.00
Contract Administrator	\$83.00	5.00	\$415.00
Drafting	\$68.00	1.00	\$68.00
Clerk/Copying	\$58.00	4.00	\$232.00
Data Manager	\$71.00	12.00	\$852.00
<b>Total Direct Labor</b>		<b>96</b>	<b>\$9,507.00</b>

### General Engineering Services

Annual Monitoring for 2017	
Direct Labor	\$9,507.00
Other Direct Costs	\$7,089.50
Travel and Per Diem	\$25.50
<b>Total Estimated Cost</b>	<b>\$16,622.00</b>

DIRECT COSTS AND SUBCONTRACTOR COSTS	Rate	No.	Cost
Digital Camera	\$25.00	1	\$25.00
Water Quality Meter - daily rental	\$100.00	2	\$200.00
Water Level - daily rental	\$25.00	2	\$50.00
Turbidity Meter (daily rental)	\$35.00	2	\$70.00
Filters	\$20.00	4	\$80.00
Sampling Equipment	\$300.00	1	\$300.00
<b>Analytical</b>			
<u><b>TekLab</b></u>			
List 2 - misc. methods (4 wells plus 1 duplicate)	\$380.00	5	\$1,900.00
List 3 (4 wells plus duplicate) inorganic compounds + perchlorate	\$317.00	5	\$1,585.00
List 3 (4 wells plus duplicate) reduced organic compounds (8 compounds)	\$285.00	6	\$1,710.00
Reproduction/shipment of letters/report to IEPA	\$500.00	1	\$500.00
Sample Shipping / Packing Supplies	\$25.00	1	\$25.00
<b>Fee @ 10%</b>			<b>\$644.50</b>
<b>Total Other Direct Costs</b>			<b>\$7,089.50</b>

INDIRECT COSTS	Rate	No.	Cost
Mileage - Eastport Plaza to Landfill and back	\$0.510	50	\$25.50
<b>Total Travel and Per Diem Cost</b>			<b>\$25.50</b>

## CLOSED COLLINSVILLE LANDFILL, COLLINSVILLE, IL

### 2017-2018 Annual Report with Trending

DIRECT LABOR	Rate	Hours	Cost
Program Manager	\$178.00	3.00	\$534.00
Project Manager	\$129.00	60.00	\$7,740.00
Engineering Engineer	\$146.00	3.00	\$438.00
Statistician/Data Validator/Reviewer	\$130.00	10.00	\$1,300.00
Senior Chemist	\$113.00	2.00	\$226.00
Project Geologist	\$104.00	-	\$0.00
Environmental Scientist	\$83.00	-	\$0.00
Contract Administrator	\$83.00	6.00	\$498.00
Drafting	\$68.00	10.00	\$680.00
Clerk/Copying	\$58.00	12.00	\$696.00
Data Manager	\$71.00	10.00	\$710.00
<b>Total Direct Labor</b>		116	<b>\$12,822.00</b>

#### General Engineering Services

<i>2018 Annual Report</i>	
Direct Labor	\$12,822.00
Other Direct Costs	\$550.00
Travel and Per Diem	\$0.00
<b>Total Estimated Cost</b>	<b>\$13,372.00</b>

DIRECT COSTS AND SUBCONTRACTOR COSTS	Rate	No.	Cost
Digital Camera	\$25.00	0	\$0.00
Water Quality Meter - daily rental	\$100.00	0	\$0.00
Water Level - daily rental	\$25.00	0	\$0.00
Turbidity Meter (daily rental)	\$35.00	0	\$0.00
Filters	\$20.00	0	\$0.00
Sampling Equipment	\$300.00	0	\$0.00
<b>Analytical</b>			
<u><b>TekLab</b></u>			
List 2 - misc. methods (4 wells plus 1 duplicate)	\$380.00	0	\$0.00
List 3 (4 wells plus duplicate) inorganic compounds +	\$317.00	0	\$0.00
List 3 (4 wells plus duplicate) reduced organic compounds	\$285.00	0	\$0.00
Reproduction/shipment of letters/report to IEPA	\$500.00	1	\$500.00
Sample Shipping / Packing Supplies	\$25.00	0	\$0.00
<b>Fee @ 10%</b>			<b>\$50.00</b>
<b>Total Other Direct Costs</b>			<b>\$550.00</b>

INDIRECT COSTS	Rate	No.	Cost
Mileage - Eastport Plaza to Landfill and back	\$0.510	0	\$0.00
<b>Total Travel and Per Diem Cost</b>			<b>\$0.00</b>

# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Ordinance Authorizing the Purchase of a new 2017 International 7500 Tandem Dump Truck from Rush Truck Center in the of Amount of \$125,772.00 Through the Illinois Joint Purchasing Program

**STRATEGIC PLAN GOAL:** Goal #3: "Quality Infrastructure"

**BACKGROUND:**

This ordinance will allow for the purchase of a 2017 International Tandem Dump Truck from Rush Truck Center through the Illinois Joint Purchasing Program in the amount of \$125,772. The new tuck will be equipped to receive snow equipment already owned by the City. This truck will replace a 2001 Freightliner FL80 Tandem Dump Truck with 124,000 miles. A trade in allowance of \$12,500 is being offered by Rush Truck Center for the existing truck. Prior to delivery of the new truck, proposals for purchase will be requested from local governmental agencies for purchase of the existing truck to obtain maximum return on the resale value of the truck which is expected to be higher than the trade in value currently being offered.

Funding for this purchase was included in the 2017 Capital Improvement Plan Budget at a net value of \$130,000. This item will fall below the budgeted amount after final liquidation of the existing 2001 truck (when considering the trade in value offered by Rush Truck Center, this purchase will be \$16,778 under budget). Final disposition of the 2001 Tandem will come back before the Council for approval after the new truck is received.

**RECOMMENDATION:** Staff is recommending approval of the motion.

**ITEM SUBMITTED BY:** Dennis Kress, Public Works Director

**ATTACHMENTS:** Ordinance  
Price Quote for 2017 International 7500

AGENDA ITEM REPORT NO. \_\_\_\_\_

AGENDA ITEM REPORT NO. \_\_\_\_\_

**ORDINANCE NO.**

**ORDINANCE AUTHORIZING THE PURCHASE OF  
A 2017 INTERNATIONAL 7500 TANDEM DUMP TRUCK  
FROM RUSH TRUCK CENTER**

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NOW, THEREFORE, BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF COLLINSVILLE, that pursuant to its powers as an Illinois Home Rule Municipality and Sections 11-61-3 and Section 11-76.1-1 of the Illinois Municipal Code (65 ILCS 5/11-61-3 and 5/11-76.1-1), the City Council hereby authorizes the City Manager to execute all documents necessary for the purchase of a 2017 International 7500 Tandem Dump Truck from Rush Truck Center, in the amount of \$125,772 through the Illinois Joint Purchasing Program; and in furtherance of said objective, City Council hereby waives any bidding requirements under including Chapter 3.08, or any other ordinance, of the Collinsville Municipal Code.

Passed by the City Council, City of Collinsville, on \_\_\_\_\_, 2017.

Ayes:

Nays:

Absent:

Approved: \_\_\_\_\_, 2017

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John Miller, Mayor

ATTEST:

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Kimberly Wasser, City Clerk





**New Truck Proposal**  
**Tandem Axle Dump Truck Specifications**  
**State of Illinois Solicitation # 227888 - Contract # PSD4018132**

Mike Prosser / Dennis Dress  
 CONTACT NAME \_\_\_\_\_  
 City of Collinsville  
 BUYER INFORMATION \_\_\_\_\_  
 101 South Center  
 ADDRESS \_\_\_\_\_  
 Collinsville, IL 62234  
 CITY/ STATE/ ZIP \_\_\_\_\_  
 618-346-5211 dkress@collinsvilleil.org  
 PHONE/ FAX/ EMAIL \_\_\_\_\_  
 FEIN # / TAX EXEMPT # / COUNTY \_\_\_\_\_

DATE: 01/31/17  
 Contact: Kevin Burdell  
 Municipal Fleet Sales  
 3441 Gatlin Drive Springfield, IL 62707  
 Ofc: 217-718-2217  
 Email: BurdellK@rushenterprises.com  
 Please Circle Cab Color:  
 Red-2303 / IDOT Orange / Omaha Orange  
 School Bus Yellow / Blue 6800 / Blue Met-6E12  
 Green-5047 / White / Black

**2017 INTERNATIONAL 7500 SFA 6x4 / 179" WHEELBASE/ 104" CAB TO TRUNNION**  
 120,000 PSI/ 2,654,000 RBM single frame rail w/ 20" front frame extension  
**N10 310HP/ 1050# TORQUE w/ GRID HEATER**  
**3000RDS Allison Six (6) speed trans. w/ T-Handle & External Trans. Cooler**  
 Extended Life Oil Pan/ Transmission TCM mounted inside cab  
 Transmission temp. gauge/ Hour meter/ Plow light Switch  
 Warning Lights & Alarm for Low Coolant, Low Oil PSI, Engine Temp.  
 "Winter/Summer" Air Cleaner w/ In-Dash Filter Minder  
 Horton Two-Speed Fan Drive/ Front Engine PTO/ Block Heater  
**16,000# Front axle & suspension with 2000# Aux / HD shocks / Fender extensions**  
**40,000# Rear axle w/ Hendrickson HMX 400-52 susp. & HD shocks/ SPL drivelines**  
 Air Brakes w/ 13.2 compressor/ Bendix air dryer/ DV2 Heated drain valve  
 Automatic slack adjusters/ Oil bath wheel seals/ Stationary front grille  
 Trailer brake package w/ 7-way ABS trailer plug/ Bodybuilder wires @ BOC  
 Tilt & Telescoping steering / Leece-Neville 190 amp alternator/ Delco starter  
 100 gallon 26" diameter alum fuel tank (driver side) w/ fuel water separator  
 9.5 gallon DEF Tank mounted driver side  
 Three (3) Batteries @ 1950 CCA w/ battery box mounted right side BOC  
 Horizontal muffler mounted under cab w/ vert. exhaust pipe & 36" turn out  
 Air horn/ Jump start stud/ L.E.D. cab marker lights/ Air ride cab  
 AM/FM/Weatherband radio/ Air conditioning/ Cigar lighter  
 Black heated mirrors w/ Black heated fender mounted convex mirrors  
 Air ride driver seat with arm rest/ Fixed passenger seat/ Daytime lights  
 315/80R22.5 Continental (20PLY) steer tires w/ Gray powder coat wheels  
 11R22.5 Continental (14PLY) drive tires w/ Gray powder coat wheels

Sales price \$84,573.00  
 Options \$1,449.00  
 Body price \_\_\_\_\_  
 Freight \$300.00  
 Sub-total \$86,322.00  
 Trade \_\_\_\_\_  
 License/ Title \$103.00  
 Total \$86,425.00

213" WB / 138" CT	\$	196
Omit Front Frame Extensions	\$	(186)
Omit Front PTO Adaptor Plate	\$	(141)
Trans Dipstick - move to right side	\$	49
Power Windows/Locks	\$	294
Heated Windshield	\$	523
Cowl Tray Cover	\$	168
Bright Finish Power/Htd Mirrors	\$	452
Omit Fender Convex Mirrors	\$	(63)
Bright Finish Exhaust Shield	\$	98
Front Tow Hooks	\$	59
White Powder Coat Wheels	\$	-

PLEASE CIRCLE DESIRED GEAR RATIO:  
 6.14 (67 mph) / 6.43 (64 mph) / 6.83 (60 mph)

Please include copy of tax exempt form w/ your order.  
 All prices are F.O.B. Springfield, Illinois  
 Payment in full is due at time of delivery.

*Kevin Burdell*  
 Kevin Burdell- Municipal Fleet Sales Representative

MICHAEL FISCHER  
 CAL #  
 618 581 8005

Signature of Buyer \_\_\_\_\_ Purchase Order Number (if applicable) \_\_\_\_\_

## Michael Prosser

---

**From:** FischerM@RushEnterprises.com  
**Sent:** Friday, February 03, 2017 3:39 PM  
**To:** Michael Prosser  
**Cc:** DavidsonJ@RushEnterprises.Com; BarbanellJ@RushEnterprises.com  
**Subject:** 2001 Freightliner Tandem Dump Truck Truck 9

Mike, per our phone call we will allow \$12,500 Trade-In for your 2001 Freightliner in good working condition. Let me know if you need anything else.

Thank you

**Michael Fischer**

**Rush Truck Center of Missouri**

Truck Sales New and Used

3701 Chouteau Ave

St. Louis, MO 63110

Cell: (618) 581-8005

Direct: (314) 449-7214

Fax: (314) 449-7299

[fischerm@rushenterprises.com](mailto:fischerm@rushenterprises.com)



**Woody's Municipal Supply Co.  
P.O. Box 432, Edwardsville, IL 62025**

January 31, 2017

QUOTE TO: CITY OF COLLINSVILLE  
WE ARE PLEASED TO QUOTE YOU THE FOLLOWING;  
TO FIT 2017 TANDEM AXLE CAB AND CHASSISS

**GALIONR/S 16'-6" 16.6-21 YARD DUMP BODY**

- 1/2 CABSHIELD
- SIDES 46", 3/16" HI-TEN
- FRONT 69" 3/16" HI-TEN
- SLOPED TAILGATE 58", 3/16" HI-TEN
- FLOOR 1/4" AR450
- 11" FORMED LONGSILLS
- NO CROSSMEMBERS
- 3/8" X 1-1/2" FLAT WALKRAIL BOTH SIDES
- TWO RUNG FOLD DOWN ACCESS LADDER AND CHROME GRAB HANDLE  
LEFT SIDE OF BODY
- ROUND STOCK GRAB HANDLES WELDED TO UPPER RUB RAIL OVER REAR  
WHEELS
- STEPS ON ALL FOUR CORNERS WITH ONE INSIDE BODY BOTH SIDES IN  
FRONT
- MUD FLAPS IN FRONT OF AND BEHIND REAR WHEELS (REAR SET TO BE  
REMOVABLE)
- BRACKETS WELDED TO FRONT INSIDE OF BODY FOR TIE-DOWN STRAPS
- REFLECTIVE TAPE BOTH SIDES OF BODY AND ON TAILGATE

**GALION TELESCOPIC HOIST MODEL FD63140**

- SINGLE ACTING CYLINDER
- 36 TON CAPACITY
- 2000 PSI

**HYDRAULICS**

- CHELSEA PTO - DIRECT DRIVE/NO CLUTCH
- LOAD SENSE PUMP
- LOAD SENSE VALVE WITH DUAL FLOW CONTROL SPREADER VALVE
- 30 GALLON HYDRAULIC RESERVOIR W/BALL VALVE
- IN TANK RETURN FILTER WITH PRESSURE GAUGE
- CABLE CONTROL WITH MORSE TYPE CONTROLS

**PLOW HITCH**

- LOW-PROFILE QUICK TYPE SNOW PLOW HITCH W/3" CYL
- HITCH MOUNTED PLOW LIGHTS
- CUSHION VALVE FOR SNOW PLOW

**LIGHTING**

- ACTION BAR

618-656-5404  
800-223-2466

**Woody's Municipal Supply Co.**  
**P.O. Box 432, Edwardsville, IL 62025**

- ONE LED FEDERAL SIGNAL 15" MINI LIGHT BAR AMBER AND WHITE
- TWO AMBER LED LIGHTS IN REAR CORNER POSTS
- TWO LED RECESSED STOP/TURN/TAIL LIGHTS IN BODY
- LED SPREADER WORK LIGHT
- WIRING CONNECTIONS IN WATER PROOF JUNCTION BOXS AT REAR OF BODY
- TOUCH-TECH CONTROL FOR ELECTRICAL FUNCTIONS

**TRAILER HITCH**

- 25 TON PINTLE HOOK WITH 6 AND 7 POLE TRAILER PLUG
- TRAILER BRAKE CONTROLLER
- TWO 1" D-RINGS
- CHIP BOX HITCH BAR

**MISC.**

- AERO ELECTRIC TARP SYSTEM
- PAINTED ONE COLOR
- 97 DB BACKUP-ALARM
- AIR OPERATED TAILGATE
- BODY VIBRATOR
- 12" BOLT ON ASPHALT LIP CONSTRUCTED OF 1/4" STEEL

\$39,347.00

Steve Stahlhut

618-656-5404  
800-223-2466

# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Ordinance Authorizing the Mayor to Execute an Illinois Public Works Mutual Aid Network (IPWMAN)

**STRATEGIC PLAN GOAL:** Goal #3 – “Quality Infrastructure”

**BACKGROUND:**

The Illinois Public Works Mutual Aid Network (IPWMAN) is a statewide intergovernmental program that develops and maintains a network of public works agencies whose purpose is to provide mutual aid response and assistance to each other when confronted with a major natural disaster or man-made emergency. Membership in IPWMAN will provide the Public Works Department access to valuable resources during times of disaster and/or emergencies when the City’s resources are insufficient or have been exhausted in responding to an event.

The major points and features of the program are:

- Participation in the program is completely voluntary. The City may withdraw from the program at any time with written notice.
- Annual dues are \$250 per year.
- Participants may choose not to render aid and assistance at any time, for any reason.
- Participants may request, or be requested to provide aid and assistance in the form of personnel, equipment, materials and/or other associated services as necessary.
- Initial assistance shall be given for a minimum of a 12 hour period. Thereafter, assistance shall be extended as agreed upon by the Responding and Requesting Agencies.
- Responding agencies may recall its aid and assistance at any time, for any reason.
- Aid and assistance shall be at no charge for the Requesting Agency unless the aid and assistance continues for more than five (5) days. Thereafter, the Responding Agency will invoice the Requesting Agency for all costs incurred beyond the fifth day.

- If aid and assistance is requested from the State of Illinois, to be activated as a state asset, the State will be reimbursed the City for all related costs from the first day of the response.
- Responding agency's insurance coverage and Workman's Compensation remain in effect when responding to requests.
- IPWMAN provides workshops and training to prepare members for emergencies and disasters.

**RECOMMENDATION:**

Staff recommends approval of the ordinance authorizing the participation in the Illinois Public Works Mutual Aid Network.

**ITEM SUBMITTED BY:**

Dennis Kress, Public Works Director

**ATTACHMENTS:**

Ordinance  
IPWMAN Mutual Aid Agreement

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN  
ILLINOIS PUBLIC WORKS MUTAL AID NETWORK AGREEMENT**

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NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Collinsville, that the Mayor is authorized to execute the Illinois Public Works Mutual Aid Network Agreement (IPWMAN) attached hereto, which is hereby approved as to its substantial form and subject to non-material changes approved by the City Manager and Corporate Counsel.

Passed by the City Council of City of Collinsville, on the \_\_\_\_ day of February, 2017.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved: \_\_\_\_\_

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**JOHN MILLER, MAYOR**

ATTEST: \_\_\_\_\_  
**KIM WASSER, CITY CLERK**

RECORDED: \_\_\_\_\_.

## **Illinois Public Works Mutual Aid Network Agreement**

This Public Works Agreement (hereinafter “Agreement”) is entered into by which has, by executing this Agreement, manifested its intent to participate in an Intrastate Program for Mutual Aid and Assistance, hereinafter entitled the “Illinois Public Works Mutual Aid Network (IPWMAN)”;

*WHEREAS*, the Constitution of the State of Illinois, 1970, Article VII, Section 10, (hereinafter “Act”) authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

*WHEREAS*, any community that is a home rule unit of local government under the 1970 Constitution of the State of Illinois and as such may exercise any power and perform any function pertaining to its government and affairs; and

*WHEREAS*, the Act provides that any one or more public agencies may contract with any one or more other public agencies to set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting Parties; and

*WHEREAS*, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government including a unit of local government from another state; and

*WHEREAS*, the Parties to this Agreement may voluntarily agree to participate in mutual aid and assistance activities conducted under the State of Illinois Intrastate Mutual Aid and Assistance Program and the Interstate Emergency Management Assistance Compact (EMAC). Parties may voluntarily agree to participate in an interstate Mutual Aid and Assistance Program for public works related agencies including, but not limited to; local municipal public works departments, township road districts, unit road districts, county highway departments, public water agencies and public wastewater agencies or any other governmental entity that performs a public works function through this Agreement if such a program were established.

*WHEREAS*, the Parties hereto are units of local government as defined by the Constitution of the State of Illinois and the Intergovernmental Cooperation Act; and

*WHEREAS*, the Parties recognize that they are vulnerable to a variety of potential, natural and man-made disasters; and

*WHEREAS*, the Parties to this Agreement wish to provide mutual aid and assistance to one another during times of disaster or public works emergencies.

*NOW, THEREFORE*, the Parties agree as follows:



## **SECTION I: PURPOSE**

The Illinois Public Works Mutual Aid Network (IPWMAN) program is hereby established to provide a method whereby public works related agencies, including, but not limited to, local municipal public works departments, township road districts, unit road districts, county highway departments, public water agencies and public wastewater agencies or any other governmental entity that performs a public works function in need mutual aid assistance may request aid and assistance in the form of personnel, equipment, materials and/or other associated services as necessary from other public works related agencies. The purpose of this Agreement is to formally document such a program.

## **SECTION II: DEFINITIONS**

The following definitions will apply to the terms appearing in this Agreement.

A. “*AGENCY*” means any municipal public works agency, township road district, unit road district, county highway departments, publicly-owned water organization and publicly-owned wastewater organization or any other governmental entity that performs a public works function that abides by the provisions as found in this Agreement.

B. “*AID AND ASSISTANCE*” includes, but is not limited to, personnel, equipment, facilities, services, materials and supplies and any other resources needed to provide mutual aid response.

C. “*AUTHORIZED REPRESENTATIVE*” means a Party's employee who, by reason of his or her position, has been authorized, in writing by that Party, to request, offer, or provide aid and assistance pursuant to this Agreement. Each Party's initial authorized representative, and the representative's title, is listed on the contact list. If the title of the authorized representative as listed by name on the contact list has changed, such change shall have no effect on the authority of the authorized representative and the named person shall continue to be the authorized representative until a different person is named as the authorized representative in writing by the Party. In the event that the person who is listed as authorized representative is no longer employed by the Party, the successor in the office formerly held by the authorized representative shall automatically become the authorized representative unless the Party indicates otherwise in writing. Each Party's authorized representative shall be responsible to designate someone to supervise that Party's employees who are engaged in the receipt or furnishing of aid and assistance, including, but not limited to, opening of public ways; removal of debris; building of protective barriers; management of physical damage to structures and terrain; transportation of persons, supplies, and equipment; and repair and operation of municipal utilities.

D. “*BOARD OF DIRECTORS*” is a group of representatives from the Parties to the IPWMAN Agreement elected to organize and maintain the program. The Board of Directors shall consist of members of the IPWMAN. Qualifications and terms for the Board members shall be defined in the By-Laws of the Illinois Public Works Mutual Aid Network, Inc.

E. “*BOARD MEMBER*” is a representative of the Association (IPWMAN) serving on the Board of Directors.

F. “*DISASTER*” means a calamitous incident threatening loss of life or significant loss or damage to property, including, but not limited to flood, winter storm, hurricane, tornado, dam break, or other naturally-occurring catastrophe or man-made, accidental, military, or paramilitary incident, or biological or health disasters or a natural or manmade incident that is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of a Party that requires assistance under this Mutual Aid and

Assistance Agreement, but must be coordinated through the appropriate local accredited/certified Emergency Management Agency coordinator.

G. “*IPWMAN*” is the acronym for the Illinois Public Works Mutual Aid Network.

H. “*LOCAL EMERGENCY*” is defined as an urgent need requiring immediate action or attention beyond normal capabilities, procedures and scope for aid and assistance by an agency.

I. “*MUTUAL AID RESOURCE LIST*” means the list of the equipment, personnel and other resources that each Party has available for the provision of aid and assistance to other Parties. This list shall be periodically updated in accordance with the Operational Plan.

J. “*NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)*” a Presidential directive that provides a consistent nationwide approach that allows federal, state, local and tribal governments as well as private-sector and nongovernmental organizations to work together to manage incidents and disasters of all kinds.

K. “*PARTY*” means an agency which has adopted and executed this Agreement.

L. “*PERIOD OF ASSISTANCE*” means a specified period of time when a Responding Agency assists a Requesting Agency. The period commences when personnel, equipment, or supplies depart from a Responding Agency’s facility and ends when the resources return to their facility (portal to portal). All protections identified in the Agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an emergency, as previously defined.

M. “*RESPONDING AGENCY*” means the Party or Agency which has received a request to furnish aid and assistance from another Party and has agreed to provide the same.

N. “*REQUESTING AGENCY*” means the Party or Agency requesting and receiving aid and assistance from a Responding Agency.

### **SECTION III: RESPONSIBILITY OF PARTIES**

A. *PROVISION OF AID.* Each Party recognizes that it may be requested to provide aid and assistance at a time when it is necessary to provide similar aid and assistance to the Party’s own constituents. This Agreement shall not be construed to impose any unconditional obligation on any Party to provide aid and assistance. A Party may choose not to render aid and assistance at any time, for any reason.

B. *RECRUITMENT.* The Parties hereby encourage each other to enlist other agencies to adopt and execute this Agreement.

C. *AGREEMENT FOR BENEFIT OF PARTIES.* All functions and activities performed under this Agreement are for the benefit of the Parties to this Agreement. Accordingly, this Agreement shall not be construed to be for the benefit of any third parties and no third parties shall have any right or cause of action against the Parties to this Agreement.

D. *IMMUNITIES.* All immunities provided by law to the Parties shall be fully applicable to the Parties providing or receiving aid and assistance pursuant to this Agreement, including, but not limited to, the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, et seq.

E. *MEMBERSHIP.* To be a member in good standing, a Party shall be responsible for dues and other obligations as specified in the IPWMAN By-Laws and Operational Plan.

#### **SECTION IV: ANNUAL REVIEW**

At a minimum, the Board of Directors shall meet annually at a meeting place designated by the Board of Directors to review and discuss this Agreement and, if applicable, to recommend amendments to this Agreement. The Board of Directors shall have the power and signing authority to carry out the purposes of this Agreement, including but not limited to the power to: adopt by-laws; execute agreements and documents approved by the Board of Directors; develop specific operating plans, procedures and protocol for requesting assistance; organize meetings; operate a website; disseminate information; create informational brochures; create subcommittees; maintain lists of the Parties; maintain equipment and supply inventory lists; and deal with Party issues.

#### **SECTION V: PROCEDURES FOR REQUESTING ASSISTANCE**

The Board of Directors will promulgate and regularly update procedures for requesting assistance through the Illinois Public Works Mutual Aid Network (IPWMAN) Operational Plan.

#### **SECTION VI: RESPONDING AGENCY'S ASSESSMENT OF AVAILABILITY OF RESOURCES**

The Board of Directors will promulgate and regularly update procedures for responding agency's assessment of availability of resources through IPWMAN Operational Plan.

#### **SECTION VII: SUPERVISION AND CONTROL**

A. *DESIGNATION OF RESPONDING AGENCY'S SUPERVISORY PERSONNEL.* Responding Agency shall designate a representative who shall serve as the person in charge of coordinating the initial work assigned to the Responding Agency's employees by the Requesting Agency. The Requesting Agency shall direct and coordinate the work being assigned to the Responding Agency(s) and the Requesting Agency's employees. All actions shall be consistent with and in accordance with the National Incident Management System (NIMS) and the IPWMAN Operational Plan.

B. *RESPONSIBILITIES OF RESPONDING AGENCY'S SUPERVISORY PERSONNEL.* The Board of Directors will promulgate and regularly update procedures for Responding Agency's supervisory personnel through the IPWMAN Operational Plan.

#### **SECTION VIII: LENGTH OF TIME FOR AID AND ASSISTANCE; RENEWABILITY; RECALL**

The Board of Directors will promulgate and regularly update procedures for length of time for aid and assistance; renewability; recall through the Illinois Public Works Mutual Aid Network (IPWMAN) Operational Plan.

It is presumed that a Responding Agency's aid and assistance shall be given for an initial minimum period of twelve (12) hours. Thereafter, assistance shall be extended as the Responding Agency and Requesting Agency shall agree. The twelve (12) hour period shall start when the aid and assistance departs from Responding Agency's location with the intent of going to Requesting Agency's location. The aid and assistance shall end when it returns to Responding Agency's location with the understanding between the Responding Agency and Requesting Agency that provision of aid and assistance is complete.

Responding Agency may recall its aid and assistance at any time at its sole discretion. Responding Agency shall make a good faith effort to give the Requesting Agency as much advance notice of the recall as is practical under the circumstances.

#### **SECTION IX: DOCUMENTATION OF COST & REIMBURSEMENT OF COST**

A. *PERSONNEL* – Responding Agency shall continue to pay its employees according to its then prevailing ordinances, rules, regulations, and collective bargaining agreements. At the conclusion of the period of aid and assistance, the Responding Agency shall document all direct and indirect payroll costs plus any taxes and employee benefits which are measured as a function of payroll (i.e.; FICA, unemployment, retirements, etc.).

B. *RESPONDING AGENCY'S TRAVELING EMPLOYEE NEEDS* – Responding Agency shall document the basic needs of Responding Agency's traveling employees, such as reasonable lodging and meal expenses of Responding Agency's personnel, including without limitation transportation expenses for travel to and from the stricken area during the period of aid and assistance.

C. *EQUIPMENT* – Responding Agency shall document the use of its equipment during the period of aid and assistance including without limitation all repairs to its equipment as determined necessary by its on-site supervisor(s) to maintain such equipment in safe and operational condition, fuels, miscellaneous supplies, and damages directly caused by provision of the aid and assistance.

D. *MATERIALS AND SUPPLIES* – Responding Agency shall document all materials and supplies furnished by it and used or damaged during the period of aid and assistance.

E. *REIMBURSEMENT OF COSTS* – Equipment, personnel, materials, supplies and/or services provided pursuant to this Agreement shall be at no charge to the Requesting Agency, unless the aid and assistance is requested for more than five (5) calendar days. If aid and assistance is requested from the State of Illinois to be activated as a State asset, the Responding Agency will be reimbursed for personnel, materials, supplies and equipment from the first day of the response to the event by the State of Illinois. Materials and supplies will be reimbursed at the cost of replacement of the commodity. Personnel will be reimbursed at Responding Agency rates and equipment will be reimbursed at an appropriate equipment rate based upon either pre-existing locally established rates, the Federal Emergency Management Agency Equipment Rate Schedule or that published by the Illinois Department of Transportation. In the event that there is no such appropriate equipment rate as described above, reimbursement shall be at the actual cost incurred by the Responding Agency.

#### **SECTION X: RIGHTS AND PRIVILEGES OF RESPONDING AGENCY'S EMPLOYEES**

Whenever Responding Agency's employees are rendering aid and assistance pursuant to this Agreement, such employees shall retain the same powers, duties, immunities, and privileges they would ordinarily possess if performing their duties within the geographical limits of Responding Agency.

## **SECTION XI: WORKERS' COMPENSATION**

The Parties agree that Requesting Agency shall be responsible for payment of workers' compensation benefits owed to Requesting Agency's employees and that Responding Agency shall be responsible for payment of workers' compensation benefits owed to Responding Agency's employees.

## **SECTION XII: INSURANCE**

Each Party shall bear the risk of liability for its agency and its agency's employees' acts and omissions and shall determine for itself what amount of insurance it should carry, if any. Each Party understands and agrees that any insurance coverage obtained shall in no way limit that Party's responsibility under Section XIII of this Agreement to indemnify and hold the other Parties to this Agreement harmless from such liability.

## **SECTION XIII: INDEMNIFICATION**

Each Party hereto agrees to waive all claims against all other Parties hereto for any loss, damage, personal injury or death occurring in consequence of the performance of this Mutual Aid Agreement; provided, however, that such claim is not a result of gross negligence or willful misconduct by a Party hereto or its personnel.

Each Party requesting aid pursuant to this Agreement hereby expressly agrees to hold harmless, indemnify and defend the Party rendering aid and its personnel from any and all claims, demands, liability, losses, suits in law or in equity which are made by a third party provided, however, that all employee benefits, wage and disability payments, pensions, worker's compensation claims, damage to or destruction of equipment and clothing, and medical expenses of the Party rendering aid or its employees shall be the sole and exclusive responsibility of the Party rendering aid; and further provided that such claims made by a third party are not the result of gross negligence or willful misconduct on the part of the Party rendering aid. This indemnity shall include attorney fees and costs that may arise from providing aid pursuant to this Agreement.

## **SECTION XIV: NON-LIABILITY FOR FAILURE TO RENDER AID**

The rendering of assistance under the terms of this Agreement shall not be mandatory if local conditions of the Responding Agency prohibit response. It is the responsibility of the Responding Agency to immediately notify the Requesting Agency of the Responding Agency's inability to respond; however, failure to immediately notify the Requesting Agency of such inability to respond shall not constitute evidence of noncompliance with the terms of this section and no liability may be assigned.

No liability of any kind or nature shall be attributed to or be assumed, whether expressly or implied, by a party hereto, its duly authorized agents and personnel, for failure or refusal to render aid. Nor shall there be any liability of a party for withdrawal of aid once provided pursuant to the terms of this Agreement.

## **SECTION XV: NOTICE OF CLAIM OR SUIT**

Each Party who becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect other Parties of this Agreement shall provide prompt and timely notice to the Parties who may be affected by the suit or claim. Each Party reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

## **SECTION XVI: AMENDMENTS**

Proposed amendments to this Agreement shall be submitted to the Board of Directors. Amendments shall be approved by majority vote of the Board of Directors.

## **SECTION XVII: ADDITIONAL PARTIES**

Additional agencies may become Parties to this Agreement, provided that such agencies:

- (1) Approve and execute this Agreement.
- (2) Provide a fully executed copy of this Agreement to the Board of Directors.
- (3) Provide the name and title of an authorized representative to the Board of Directors.
- (4) Annually provide a list of mutual aid resources to its local accredited/certified Emergency Management Agency. If requested, the agency may need to assist its local accredited/certified Emergency Management Coordinator with data entry of its mutual aid resources into a web-based format (NIMS Source).

Upon submission of the items enumerated above to the Board of Directors and receipt of acknowledgement from the Board of Directors, the submitting agency shall be regarded as a Party to the Agreement.

## **SECTION XVIII: NOTICES**

Notices and requests as provided herein shall be deemed given as of the date the notices are deposited, by First Class Mail, addressed to the Board of Directors who will notify each of the Parties' representatives.

## **SECTION XIX: INITIAL TERM OF AGREEMENT; RENEWAL; TERMINATION**

The initial term of this Agreement shall be one (1) year from its effective date. Thereafter, this Agreement shall automatically renew for additional one-year terms commencing on the anniversary of the effective date of this Agreement. Any Party may withdraw from this Agreement at any time by giving written notification to the Board of Directors. The notice shall not be effective until ninety (90) days after the notice has been served upon the Board of Directors by First Class mail. A Party's withdrawal from this Agreement shall not affect that Party's liability or obligation incurred under this Agreement prior to the date of withdrawal. This Agreement shall continue in force and effect as to all other Parties until such time as a Party withdraws. Failure to adopt any amended agreement within ninety (90) days of said amended agreement will signify a Party's withdrawal from the Agreement.

## **SECTION XX: HEADINGS**

The headings of various sections and subsections of this Agreement have been inserted for convenient reference only and shall not be construed as modifying, amending, or affecting in any way the express terms and provisions of this Agreement or their interpretation.

## **SECTION XXI: SEVERABILITY**

Should any clause, sentence, provision, paragraph, or other part of this Agreement be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement. Each of the Parties declares that it would have entered into this Agreement irrespective of the fact that any one or more of this Agreement's clauses, sentences, provisions, paragraphs, or other parts have been declared invalid. Accordingly, it is the intention of the Parties that the remaining portions of this Agreement shall remain in full force and effect without regard to the clause(s), sentence(s), provision(s), paragraph(s), or other part(s) invalidated.

## **SECTION XXII: EFFECTIVE DATE**

This Agreement shall be effective on the date of the acknowledgement letter sent by the Board of Directors.

## **SECTION XXIII: WAIVER**

Failure to enforce strictly the terms of this Agreement on one or more occasions shall not be deemed a waiver of the right to enforce strictly the terms of this Agreement on any other occasion.

## **SECTION XXIV: EXECUTION OF COUNTERPARTS**

This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were upon the same instrument.

## **SECTION XXV: PRIOR IPWMAN AGREEMENTS**

To the extent that provisions of prior IPWMAN Agreements between signatories to this Agreement are inconsistent with this Agreement, all prior agreements for mutual aid and assistance between the Parties hereto are suspended.

## **SECTION XXVI: PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES**

This Agreement is for the sole benefit of the Parties and no person or entity shall have any rights under this Agreement as a third-Party beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and must be without effect.

NOW, *THEREFORE*, each of the Parties have caused this IPWMAN Mutual Aid Agreement to be executed by its duly authorized representative who has signed this Agreement as of the date set forth below.

Approved and executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**For the Agency**

By: \_\_\_\_\_

Attest: \_\_\_\_\_

**APPROVED (as to form):**

By: \_\_\_\_\_

*On behalf of the Illinois Public Works Mutual Aid Network*

Approved and executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

By: \_\_\_\_\_  
President of IPWMAN Board of Directors

Attest: \_\_\_\_\_  
IPWMAN Secretary/Treasurer

*Approved by the IPWMAN Interim Board of Directors on September 17, 2008. Amended by the IPWMAN Interim Board of Directors on August 19, 2009. Amended by the IPWMAN Board of Directors on June 16, 2010*



# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Ordinance Establishing Salaries/Wages for Full-Time, Non-Union Personnel and Part-Time Non-Union Personnel

**STRATEGIC PLAN GOAL:** Goal 7 – Financial Stewardship and Sustainability

**BACKGROUND:**

This Ordinance reflects the addition of Elbert “Bert” Fite as a full-time Building Inspector.

The Building Inspector position was budgeted at \$76,210 annual salary with an additional \$34,833 budgeted for benefits. The Office of Human Resources received seventy-six (76) applications and interviewed four.

Bert Fite is being recommended for the full-time position at \$50,000 in annual salary plus \$34,833 in benefits, for a budgetary savings of \$26,210.

Mr. Fite has several years of hands on and supervisory experience in the construction trades industry and is currently employed as a part-time Building Inspector for Fairview Heights. Mr. Fite states, “I have the integrity and public relations skills necessary for the position.”

**RECOMMENDATION:**

Staff recommends approval of the Ordinance Establishing Salaries/ Wages for Full-Time, Non-Union Personnel and Part-Time Non-Union Personnel.

**ITEM SUBMITTED BY:** Stacey O’Brien, Human Resources Coordinator

**ATTACHMENTS:** Ordinance  
Fite Application Materials

ORDINANCE NO. \_\_\_\_\_

ESTABLISHING SALARIES/WAGES FOR FULL-TIME, NON-UNION  
PERSONNEL AND PART-TIME NON-UNION PERSONNEL

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WHEREAS, Ordinance 17-11 was approved by the City Council on January 23, 2017; and  
WHEREAS, Ordinance 17-11 is hereby repealed in its entirety.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF COLLINSVILLE, ILLINOIS,  
that the following salaries or wages are established to prevail until further order of the City  
Council.

**Full-time Positions**

	<b>Incumbent</b>	<b>Annual Salary</b>
Administrative Assistant, Police Chief	May	\$56,100
Administrative Assistant, Community Development	Boeving	\$42,000
Assistant Chief of Police	Wittenauer	\$93,530
Assistant Chief of Police	Boerm	\$93,530
Assistant Chief of Fire	Vacant	
Associate Planner	Hardin	\$50,000
<b>Building Inspector</b>	<b>Fite</b>	<b>\$50,000</b>
Chief Building Official	Davis	\$64,740
City Engineer	Turner	\$90,000
City Manager	Bair	\$135,000
Coordinator, Administration/City Clerk	Cotton-Wasser	\$62,420
Coordinator, Cable/Video Production	Ahlvers	\$66,860
Executive Assistant	Cunningham	\$45,000
Coordinator, Communications	Wise	\$62,150
Coordinator, Crime Free Program	Berger	\$43,300
Coordinator, Human Resources	O'Brien	\$66,300
Coordinator, Information Technology	McCormick	\$62,420
Coordinator, Shuttle Bus Services	Wasser	\$30,960
Director, Community Development	Bookless	\$96,000
Director, Finance/City Treasurer	Ammann	\$93,840
Director, Public Works	Kress	\$100,470
Fire Chief	Edmond	\$100,000
Planning Assistant	Carlson	\$59,050
Police Chief	Evans	\$102,840
Police Lieutenant	Herman	\$91,410
Police Lieutenant	Scaggs	\$91,410
Police Lieutenant	Mackin	\$91,410
Police Lieutenant	Owen	\$91,410

**Part-time Regular Positions**

	<b>Incumbent</b>	<b>Hourly Wage</b>
Clerk, Administration	Carlisle	\$18.77
Clerk, Police Evidence	Wilkey	\$19.65
Civilian Police Aid	Delaney	\$14.86

Dispatcher	Lawson Mitchell Padilla Worth Buettner Ferguson Robinson	\$23.12
Fire Marshal	Runyan Anderson	\$39.81
Property Systems Inspector	Forshee	\$34.73
Property Maintenance Inspector	Kroder	\$15.46
Shuttle Bus Driver	Burchett Fingerhut Gordon Imes Jacober	\$12.09
Shuttle Bus Dispatcher	Jarvis Kingsbury Stelmach Byers Fisch Jacober	\$12.09

**Part-time Temporary Positions**

Labor Helper	Multiple	\$11.85
Office Helper	Multiple	\$15.00

PASSED by the City Council and Approved by the Mayor on \_\_\_\_\_.

Ayes:

Nays:

Absent:

Approved:

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John Miller, Mayor

ATTEST:

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Kimberly Wasser, City Clerk

## Bert Fite



### Professional Skills:

- Review and approve plans that meet building codes, local ordinances, and zoning regulations
- Inspect and monitor construction sites to ensure overall compliance
- Use survey instruments, metering devices, and test equipment to perform inspections
- Monitor installation of plumbing, electrical, and other systems to ensure that the building meets codes
- Verify level, alignment, and elevation of structures and fixtures to ensure building is compliant
- Keep daily logs, including photographs taken during inspection
- Test safety devices such as smoke and carbon monoxide detectors
- Use professionalism when conferring with homeowners and tenants

### Employment:

- |                                |                              |              |
|--------------------------------|------------------------------|--------------|
| • City of Fairview Heights, IL | Assistant Building Inspector | 2012-Present |
| • TK Contracting               | Owner/Contractor             | 2008-2012    |
| • McBride and Son Contracting  | General Mgr of Illinois      | 1981-2008    |

### Business References:

Ross Lane 

Keith Muckensturm 

Doyle Paul 

Bert Fite



Stacey O'Brien  
Human Resources  
125 S. Center Street  
Collinsville, IL 62234

Dear Ms. O'Brien,

Enclosed please find my resume for the building inspector position. I have four years' experience as a building inspector for the City of Fairview Heights, IL plus a diverse background in all phases of construction. I have the integrity and public relations skills necessary for the position. I enjoy being a building inspector very much but am looking for a full time position. I look forward to hearing from you so that we can meet and discuss my future with the City of Collinsville.

Sincerely,

Bert Fite

# AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Ordinance Authorizing the Mayor to Execute a Madison County Law Enforcement Mutual Aid Agreement

**STRATEGIC PLAN GOAL:** Goal #2 – Safest City

**BACKGROUND:** Historically, the Collinsville Police Department has always provided emergency police aid across jurisdictional boundaries when requested to do so. Although other police agencies in Madison County have done the same, it was recently discovered no formal standing agreement to address this type of emergency assistance is in place. To rectify this, all Madison County Law Enforcement agencies are being asked to enter into the *Madison County Law Enforcement Mutual Aid Agreement*.

**RECOMMENDATION:** The agreement has been reviewed by staff and corporate council. We recommend approval of this ordinance.

**ITEM SUBMITTED BY:** Steve Evans, Chief of Police

**ATTACHMENTS:** Law Enforcement Mutual Aid Agreement  
Ordinance

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A  
MADISON COUNTY ENFORCEMENT MUTUAL AID AGREEMENT**

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NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Collinsville, that the Mayor is authorized to execute the Madison County Law Enforcement Mutual Aid Agreement attached hereto, which is hereby approved as to its substantial form and subject to non-material changes approved by the City Manager and Corporate Counsel.

Passed by the City Council of City of Collinsville, on the \_\_\_\_ day of February, 2017.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved: \_\_\_\_\_

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**JOHN MILLER, MAYOR**

ATTEST: \_\_\_\_\_  
**KIM WASSER, CITY CLERK**

RECORDED: \_\_\_\_\_.

**MADISON COUNTY LAW ENFORCEMENT  
MUTUAL AID AGREEMENT**

Pursuant to Illinois Municipal Code 65 ILCS 5/11-1-2.1, this Mutual Aid Agreement is made this \_\_\_ day of February, 2017, by and among Alton Police Department, East Alton Police Department, Wood River Police Department, Roxana Police Department, South Roxana Police Department, Hartford Police Department, Bethalto Police Department, Hamel Police Department, Worden Police Department, Livingston Police Department, Edwardsville Police Department, Southern Illinois University-Edwardsville Police Department, Pontoon Beach Police Department, Granite City Police Department, Madison Police Department, Venice Police Department, Fairmount City Police Department, Collinsville Police Department, Maryville Police Department, Glen Carbon Police Department, Troy Police Department, St. Jacob Police Department, Marine Police Department, Highland Police Department, Grantfork Police Department, and Madison County Sheriff's Office.

**WHEREAS**, the parties have determined that providing emergency police aid across jurisdictional boundaries will increase the ability of the local law enforcement agencies to promote the public safety and protect the general welfare of the citizens, and intend by this accord to enter into a reciprocal agreement for cooperation in furnishing police services and for the use of their joint police forces, their equipment and materials for their mutual protection, defense and maintenance of peace and good order; and

**WHEREAS**, the parties agree that it is to their mutual benefit to cooperate in the enforcement of laws; and

**WHEREAS**, in the State of Illinois, there exist constitutional and statutory provisions enabling and supporting the formation of intergovernmental agreements on matters such as law enforcement Mutual Aid, *to wit*, the Constitution of the State of Illinois (Ill. Const. Art. VII, § 10), the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/7-101 et seq.) and the Illinois Municipal Code (65 ILCS 5/11-1-2.1).

**NOW, THEREFORE**, in consideration of the mutual promises contained in this agreement, subject to the specific terms and conditions herein, the parties hereto jointly resolve and agree with one another as follows:

1. The following definitions apply to this Mutual Aid Agreement (the plural version of any defined term meaning two or more instances of the defined term):
  - a. Disaster – An occurrence, or the reasonable threat or possibility of an occurrence of, any of the following: widespread or severe damage; injury or loss of life or property resulting from any natural or technological cause, including but not limited to, fire, flood, earthquake, windstorm, tornado, hurricane, severe inclement weather, hazardous materials spill or other water or ground contamination requiring prompt action to avert danger or damage; epidemics, contaminations, blight, extended periods of severe and inclement weather, drought, infestation and critical



shortages of essential products, fuels and energy; explosion; riot; significant or large scale civil insurrection or disobedience; hostile military or paramilitary action, or; acts of domestic terrorism.

- b. Emergency – including, but not limited to, any human-caused or natural event or circumstance within the area of operation of any Signatory Jurisdiction causing or threatening loss of life, damage to the environment, injury to person or property, human suffering or financial loss, such as: fire, explosion, flood, severe weather, drought, earthquake, volcanic activity, spills or releases of hazardous materials, contamination, utility or transportation emergencies, disease, infestation, civil disturbance, riots, act of terrorism or sabotage; said event being or is likely to be beyond the capacity of any affected Signatory Jurisdiction, in terms of personnel, equipment and facilities, thereby requiring assistance.
- c. Jurisdiction – Such units of government as are defined as a public agency by the Illinois Intergovernmental Cooperation Act (5 ILCS 220/2(1)).
- d. Law Enforcement Personnel – An employee of a Signatory Public Agency to this agreement who is a law enforcement officer, county corrections officer or court security officer, as defined in Section 2 of the Illinois Police Training Act (50 ILCS 705/2).
- e. Mutual Aid – Assistance provided by a Jurisdiction to another Jurisdiction pursuant to a definite and prearranged written agreement in the event of an Emergency or Disaster.
- f. Requesting Jurisdiction – A Signatory Jurisdiction to this agreement that has primary jurisdiction over the site of an Emergency or Disaster which, due to its perceived insufficient resources, equipment and/or Law Enforcement Personnel, would be unable to provide an adequate response to an Emergency or Disaster without the assistance of others.
- g. Responding Jurisdiction – A Signatory Jurisdiction to this agreement that provides resources, equipment and/or Law Enforcement Personnel to a Requesting Jurisdiction during an Emergency or Disaster.
- h. Signatory Jurisdiction – a Jurisdiction that has executed this agreement by signature of an authorized individual for the Jurisdiction under the authority of the Constitution of the State of Illinois (Ill. Const. Art. VII, § 10), the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) and the final approval required of the Jurisdiction in order to execute the agreement.

2. It is the intent and purpose of this Mutual Aid Agreement that there be the fullest cooperation among the Signatory Jurisdictions to ensure the maintenance of good order and law enforcement during an emergency situation or other law enforcement matter which requires assistance beyond the capacity of a signatory jurisdiction.

3. The principal law enforcement officer of the respective parties, or the officer commanding in his or her absence, is authorized to determine the need for additional law enforcement assistance, without the necessity of deputizing officers from the other cooperating jurisdictions, when an emergency, disaster, or need exists. Such officers and their principals shall have full police powers as conferred upon them by law during the period of such need in the jurisdiction which they do not normally serve. In such cases, they may participate in law enforcement activities beyond their respective jurisdiction to the extent authorized by the general laws of Illinois.

4. Each Signatory Jurisdiction shall, prior to the effective date hereof, notify its police officers and general liability insurance carriers of this agreement.

5. Nothing herein shall be construed so as to interfere with or supersede any Signatory Jurisdiction's collective bargaining agreement with its employees' respective representation. To the extent that any collective bargaining agreement between a Signatory Jurisdiction and its employees' representation is inconsistent with this Agreement, the aforementioned collective bargaining agreement shall control. Each Signatory Jurisdiction shall review any and all applicable collective bargaining agreements it is a party to in order to determine its obligations thereunder.

6. In the event that a determination is made that law enforcement assistance is required, the law enforcement officer authorized to act shall communicate the determination to the principal law enforcement officer or his/her then officer in command of the law enforcement agency from which assistance is requested. In the event where immediate response is required for the Requesting Jurisdiction said request may be made through general dispatch at the direction of the requesting officer. Such request will include the following:

- a. The name and title of the official making the request;
- b. A summary of the circumstances initiating the action and a description of the assistance needed; and
- c. The name, title, and location of the official to whom assisting personnel shall report.

7. Upon receipt of a request for assistance, the officer receiving the request shall consider the circumstances in the requesting jurisdiction. He/she shall evaluate the disposition and availability of his/her own resources, and the capacity of his/her own agency to provide the requested assistance. The receiving officer who concurs in the existence of a need of law enforcement assistance within the Requesting Jurisdiction shall provide such assistance as is consistent with the circumstances within the requesting jurisdiction and the availability of his/her agency's own forces.

8. Nothing contained in this agreement shall compel any party hereto to respond to a request for law enforcement assistance when its own personnel are, in the opinion of the agency's principal law enforcement officer or his/her then officer in command, needed or are being used within the boundaries of its own jurisdiction. No party actually providing assistance pursuant to this agreement shall be compelled to continue with such assistance if, in the opinion of the agency's principal law enforcement officer or his/her then officer in command, its personnel and/or equipment

are needed for other duties within its jurisdictional boundaries. The Requesting Jurisdiction agrees that this agreement shall not give rise to any liability or responsibility for the failure of any other Signatory Jurisdiction to respond to any request for assistance made pursuant to this agreement.

9. During the period assistance is provided, personnel of the Responding Jurisdiction shall operate in the Requesting Jurisdiction with the same powers, rights, benefits, privileges, and immunities as are enjoyed by the members of the Requesting Jurisdiction. Each officer who enters the jurisdiction of the Requesting Jurisdiction pursuant to this agreement is authorized to exercise the full police powers of the requesting agency's law enforcement personnel. This specifically includes the authority of law enforcement officers to make arrests. For the purposes of this agreement, it is understood that the assisting party is considered to be rendering aid once it has entered the jurisdictional boundaries of the party receiving assistance.

10. The principal law enforcement officer of any agency receiving assistance under this agreement shall be responsible for directing the activities of other officers, agents, or employees coming into the Requesting Jurisdiction.

11. Services performed and expenditures made as a result of this agreement shall be deemed conclusively to be for public and governmental purposes. As such, all of the immunities from liability enjoyed by a signatory jurisdiction within its territorial limits shall be enjoyed by it, as well as each deputy and their principals, to the same extent when it is providing assistance outside its boundaries pursuant to this agreement when acting through its police personnel or other officers, agents or employees.

12. The law enforcement officers, agents, and employees of a Responding Jurisdiction, when acting beyond its territorial limits, shall have all of the immunities from liability and exemptions from laws, ordinances and regulations and shall have all of the pension, relief, disability, workers' compensation and other benefits enjoyed by them while performing their respective duties within the territorial limits of their own jurisdiction.

13. Each party to this agreement shall:

- a. Waive any and all claims against other Signatory Jurisdictions which may arise from their activities outside their respective jurisdictions when acting under this agreement;
- b. Indemnify and hold harmless the Signatory Jurisdictions rendering assistance to it under this agreement from all claims by third parties for property damage or personal injury which may arise out of the activities of the other parties outside their respective jurisdiction; and
- c. Be solely responsible for indemnifying any and all parties rendering assistance to it.

14. The Signatory Jurisdictions shall not be liable to each other regarding reimbursement for injuries to personnel or damage to equipment incurred when going to or returning from another jurisdiction. The parties shall not be accountable to each other for the salaries or expenses of their personnel, vehicles, and equipment used in association with, or arising

out of, the rendering of assistance pursuant to this agreement. All equipment provided or services performed under this agreement shall be provided without reimbursement to the Responding Jurisdiction from the Requesting Jurisdiction. Nothing contained herein shall prohibit a Responding Jurisdiction from seeking reimbursement or defrayment of any expenses it may have incurred in responding to a Mutual Aid request from other sources. The Requesting Jurisdiction agrees to cooperate with any effort to seek reimbursement or defrayment of Mutual Aid expenses on the part of Responding Jurisdiction.

15. Throughout the duration of any response for assistance, the Requesting Jurisdiction shall provide for adequate radio communications with personnel of the Responding Jurisdiction. This may be in the form of agency-owned radios, radio network interfacing, or use of multi-jurisdictional radio frequencies.

16. Any Requesting Jurisdiction which receives aid under this agreement shall provide for the release of assisting personnel as soon as is practicable.

17. If any part, term, or provision of this agreement is held by the courts to be invalid, unenforceable, contrary to law or in conflict with any of the laws of the State of Illinois, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties to this agreement shall be construed and enforced as if the agreement did not contain the particular part, term, or provision held to be invalid, unenforceable, contrary to law or in conflict with any law of the State of Illinois.

18. The agreement shall remain in effect until terminated by all Signatory Jurisdictions hereto upon written notice setting forth the date of such termination. Withdrawal from this agreement by one Signatory Jurisdiction hereto shall be made by thirty (30) days written notice to all other parties but shall not terminate the agreement among the remaining Signatory Jurisdictions. This document shall remain in full force and effect notwithstanding the continued tenure of any of the representatives whose signatures appear hereon.

19. This agreement shall be governed by, and interpreted and construed under, the laws of the State of Illinois. The exclusive venue for the enforcement of the provisions of this agreement or the construction or interpretation of this agreement shall be in a state court in Madison County, Illinois.

20. All Signatory Jurisdictions to this agreement agree to comply with federal, state, county, and local laws and ordinances as well as all applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the signatory jurisdictions' respective performances of the provisions of this agreement.

21. Nothing contained within this agreement shall be deemed to create, or be interpreted to intend to create, a joint venture, partnership or any other sort of legal association or combination of entities as between the Signatory Jurisdictions to this agreement. Each Signatory Jurisdiction is acting in its own individual capacity and not as the agent of any other Jurisdiction which is created by this agreement.

22. This agreement may be, and is anticipated to be, executed in counterparts, each of which shall be deemed to be an original of this agreement.

**[Remainder of Page Intentionally Left Blank – Signature Page to Follow]**

**IN WITNESS WHEREOF**, each individual signing below represents and warrants that he or she is fully authorized to sign and deliver this agreement in the capacity set forth beneath his or her signature and the parties hereto have signed this agreement as of the date and year written below.

**Madison County Sheriff's Office**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Alton Police Department**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**East Alton Police Department**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Wood River Police Department**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Roxana Police Department**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**South Roxana Police Department**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Hartford Police Department**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Bethalto Police Department**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Hamel Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Worden Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Livingston Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Edwardsville Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Southern Illinois University-Edwardsville  
Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Pontoon Beach Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Granite City Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Madison Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Venice Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Fairmont City Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Collinsville Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Maryville Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Glen Carbon Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Troy Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**St. Jacob Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Marine Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**Highland Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Grantfork Police Department**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## AGENDA ITEM REPORT

**DATE OF MEETING:** February 13, 2017

**ITEM:** Ordinance Authorizing the Mayor to Execute a Redevelopment Agreement Between the City of Collinsville and Gateway RV, LLC.

**STRATEGIC PLAN GOAL:** Goal #4: "Strong & Diverse Economy", and Goal #7 "Financial Stewardship & Sustainability"

**BACKGROUND:**

This ordinance authorizes the Mayor to execute a Redevelopment and Economic Incentive Agreement with Gateway RV, LLC. The project consists of redevelopment and expansion activities at 2020 Mall Street. It was presented at the January 23, 2017 City Council meeting as an item under "Discussion".

The proposed project is a 6,000 SF expansion of the existing building to facilitate expanded sales and repair activities for RV's and power sport vehicles. Total project costs are estimated at \$628,818, and the applicant is requesting \$100,000 in incentives (a full analysis of the request is included in the attached memo that was presented at the January 23<sup>rd</sup> City Council meeting). The agreement includes a combination incentive in the form of a rebate of Business District Sales Tax funds from the development as well as rebating the increased TIF property taxes until the full \$100,000 incentive is met. This incentive is a rebate that is paid after the project has achieved "Substantial Completion" (which includes fully meeting all City codes, ordinances, and permitting requirements).

During the January 23 meeting, the City Council indicated general support for the requested incentive package. Issues identified by the City Council during discussion included the following:

1. Exterior Lighting: The existing lighting casts a glare in the ROW of I-55/70 and concerns were expressed regarding this issue. The applicant has indicated, and it was affirmed during the Site Plan process, that the lighting will meet City requirements and this issue will be resolved.
2. On-Site Gravel: A small area adjoining the ROW of I-55/70 is currently graveled. The applicant uses this area (graveled after other improvements were made) to store some inventory to be seen from the ROW. The applicant did not want to address this issue within the scope of this agreement but is willing to come into code compliance for this area by removing and replacing the gravel.

Staff is recommending the approval of the agreement based on the associated benefits to the overall financial condition of the City and the improvements to the site (the applicant is constantly addressing storm water and other issues, and the proposed improvements aid in alleviating numerous site deficiencies that also impact the area as a whole).

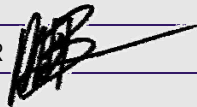
**RECOMMENDATION:** Approval

**ITEM SUBMITTED BY:** Mitchell Bair, AICP, City Manager/Economic Development Director

**ATTACHMENTS:** January 23 Staff Memo  
Draft Redevelopment Agreement  
Approved Site Plan  
Financial Projections



# MEMO

TO:	MAYOR & CITY COUNCIL
FROM:	MITCHELL E. BAIR, AICP, CITY MANAGER/ECONOMIC DEVELOPMENT DIRECTOR 
RE:	GATEWAY RV INCENTIVE REQUEST DISCUSSION
DATE:	JANUARY 23, 2017
ATTACHMENTS:	GATEWAY RV PRO FORMA CITY FORECASTED SALES TAX REVENUES PRELIMINARY DEVELOPMENT AGREEMENT APPROVED SITE PLAN

## EXECUTIVE SUMMARY

Gateway RV is located at 2020 Mall Street (the former site of Randy’s Trailer Town) within the boundaries of the recently approved Southwest Corridors TIF and Business District. They have been open for approximately one year and have already experienced significant business growth. Their primary business is the sales of Recreational Vehicles (solely in the form of 5th wheel trailers); however, they have recently become a Power Sports (ATV’s, Personal Water Craft, etc.). To accommodate the growing business they have planned to expand the site through adding area to accommodate additional merchandise as well as a facility expansion of 6,000 SF and estimate the total project costs at \$628,818. With this request they are requesting the City award incentives for this expansion in the amount of \$100,000. Further they are requesting the City consider awarding the full incentive amount upon “Substantial Completion” of the project, rather than the typical manner of reimbursement over term.

## OVERVIEW

The developer is seeking assistance in the form of incentives in the amount of \$100,000 for a project that is estimated to cost \$628,818. This level of assistance represents 15.9% of the total project costs. When evaluating the proposed development agreement, and specifically Exhibit D, and removing typical items the City a\has not considered for reimbursement on a consistent basis (not that these items are not TIF eligible, but that past policy is not to consider these items for reimbursement when considering eligible project costs—i.e. painting) the amount is reduced by -\$148,216 to \$480, 602. When considering this reduced project cost after removing those items, the request for \$100,000 in incentives equates to 20.1% of these total eligible project costs. Both of these percentages of 15.9% for the total project costs and 20.1% for total eligible project costs are well within the levels typically acceptable by the City for incentive consideration. These percentages have typically fallen below 30% for total project costs and 40% of eligible project costs (these have never been adopted formally as policy only as guidance tools when evaluating incentive amount appropriateness).

The owner has supplied a pro forma from which Finance Director Ammann has projected sales tax implications. The owner expects that the expansion will facilitate sales revenues to grow to \$11,460,871 for 2017 with total sales tax revenues to the City in the amount of \$123,051. The increase in EAV for the site is not included in these estimates, but it is reasonable to see the revenues grow related to the increased EAV for the site and the improvements and expansion by 20%. This would add an additional \$5,014.57 to the already property tax amount of \$25,096 (2015 amount as this is the last year on record and available) for a total property tax revenue of \$30,111.41. Assuming this increase it would take a term of 20 years to pay back the requested \$100,000 when only considering property tax increase captured by the TIF.

The project is expected to provide a total projected Business District sales tax amount of \$4,771 annually. So when considering both TIF and BD revenue sources against the term of payback for the incentive award amount would be reduced to a term of 10 years (assuming no increases in either, but rather a conservative 1 year increase, a reasonable consideration is that these numbers would increase each year, thereby reducing the term for payback to the City). When considering the return to the City the term on its face is reasonable as the common timeframe is generally established at a 10-year payback period, of which the conservative estimates establish the payback term. However, when considering the



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## MEMO

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other sales tax benefits to the City and its revenues of the forecasted amount of \$116,280 (this amount does not include the BD tax) then the impacts of the expansion and the benefits derived from the project are meritorious of consideration. Based on this staff would recommend a combination of increase in property taxes and the full BD taxes from the project when financing the requested incentive request.

The applicant has requested that the incentive be awarded fully upon "Substantial Completion" of the project. This is not consistent with the past practice of reimbursing over time. This is problematic as there is no cash balance to pay out of as this is a new TIF district. Based on this staff would recommend against full payout upon "Substantial Completion" of the project.

### SUMMARY

A cursory review of the merits of the request for \$100,000 in incentives for the project is that it is meritorious based on the financial implications of the projects and the derived benefits of said request. That being said, staff is not comfortable recommending full payout of the requested incentive upon "Substantial Completion" of the project, but rather over time based on revenues derived from the project in a manner that includes both property taxes and BD sales tax revenues until the awarded amount is satisfied.

Based upon the discussion with the City Council at the January 23rd City Council meeting staff and Corporate Counsel will be prepared to bring this item back in the form if a revised development agreement on the February 13th City Council meeting agenda under "New Business" for consideration.

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE  
A REDEVELOPMENT AGREEMENT BETWEEN THE CITY OF  
COLLINSVILLE AND GATEWAY RV, LLC**

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BE IT ORDAINED BY THE CITY COUNCIL OF COLLINSVILLE, ILLINOIS, that the Mayor is authorized to execute a Redevelopment Agreement between the City of Collinsville and Gateway RV, LLC, which is hereby approved as to form and content, pertaining to the redevelopment of real estate and improvements on and around 2020 Mall Street in the City of Collinsville, Illinois.

IT IS FURTHER ORDAINED that the Collinsville City Manager and/or Corporate Counsel shall be and are hereby each authorized to execute and deliver all closing or other documents necessary to carry out the terms of the Agreement; and the City Manager and Corporate Counsel are authorized to make such changes to the Agreement and legal descriptions as necessary to consummate the transaction, so long as the financial terms are not significantly altered.

PASSED by the City Council and approved by the Mayor on \_\_\_\_\_, 2017.

Ayes:

Nays:

Absent:

Approved: \_\_\_\_\_, 2017.

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John Miller, Mayor

ATTEST:

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Kim Wasser City Clerk

# **REDEVELOPMENT AND ECONOMIC INCENTIVE AGREEMENT**

## **Gateway RV and Power Sports, Collinsville, Illinois**

THIS REDEVELOPMENT AND ECONOMIC INCENTIVE AGREEMENT (“Agreement”) is entered into effective as of the \_\_\_ day of February, 2017, (the “Effective Date”), by and between the CITY OF COLLINSVILLE, ILLINOIS, a municipal corporation (the “City”) and Gateway RV, LLC, authorized to do business in the State of Illinois (individually and collectively referred to as the “Redeveloper”).

### **RECITALS**

A. The Redeveloper is the owner of approximately six (6) acres of real property located at what is commonly known as 2017 and 2020 Mall Street, Collinsville, Illinois, as more fully described in Exhibit A attached hereto and incorporated herein by reference (individually and collectively the “Property”).

B. The Redeveloper has intentions of expanding, improving, redeveloping and rehabilitating the Property in relation to the sales, repairs, and maintenance of recreational vehicles and powersport vehicles (collectively the “Redevelopment Project”).

C. The condition of the Property will have required the Redeveloper to incur extraordinary expense to redevelop the Property into the condition desired by both the City and the Redeveloper.

D. That the total cost of the Redevelopment Project is expected to exceed approximately \$625,000.00, with anticipated annual gross revenues exceeding \$11 million after its first year of operations.

E. The Redevelopment Project will not have been financially feasible and Redeveloper was, is, and has been unwilling to undertake the Redevelopment Project without certain guarantees and warranties, including but not limited to the pledge of certain economic incentives from the City, and the City is willing to provide and has determined that it is desirable and in the City’s, best interest to assist Redeveloper in the manner set forth herein.

F. In purchasing the Property and in its desire to complete the Redevelopment Project, the Redeveloper relied upon the City’s commitment by this Agreement to assist, in part, with the funding and reimbursing the Redeveloper for certain Reimbursable Redevelopment Project Costs not to exceed the sum amount listed in Article IV.

G. Pursuant to Section 8-11-20 of the Illinois Municipal Code (65 ILCS 5/8-11-20) the City does hereby find, and the Redeveloper does hereby stipulate to, as follows:

1. That a significant portion of the Property has been vacant for at least one year;
2. That any building on the Property that has been demolished within the last year would have qualified under the subsections hereinafter;
3. That the buildings and improvements on the Property have not complied with the City's current building codes;
4. That the buildings on the Property have been less than significantly occupied, or have been under unutilized for a period of at least one year;
5. That the Redevelopment Project is expected to create or retain job opportunities within the City;
6. That the Redevelopment Project will serve to further the development of adjacent areas;
7. That without this Agreement the Redevelopment Project would not have been possible;
8. That the Redeveloper meets high standards of creditworthiness and financial strength as determined by the City;
9. That the Redevelopment Project will strengthen the commercial, hospitality, and tourism sectors of the municipality;
10. That the Redevelopment Project will enhance the tax base of the municipality; and,
11. That this Agreement is made in the best interest of the municipality.

H. This Agreement has been negotiated and submitted to the City Council for consideration and review and the City Council has given all notices and taken all actions required to be taken prior to the execution of this Agreement to make this Agreement effective.

I. The City has determined that this Redevelopment Project is consistent with the goals of the TIF District Plan and the Southwest Corridors Business District Plan, that it is necessary and in the best interest of the City to provide certain incentives to Redeveloper and that the Redevelopment Project will promote the health, safety and welfare of the City and its citizens by attracting private investment to the City, preventing blight and deterioration, providing employment for its citizens and generally enhancing the economy of the City.

J. The Business District Act authorizes the corporate authorities of a municipality, in connection with a business district redevelopment plan, to impose a Business District Tax, as hereinafter defined, in the City's Southwest Corridors Business District Area for the planning, execution, and implementation of the Southwest Corridors Business District Plan to pay for Reimbursable Redevelopment Project Costs as set forth in the Business District Plan approved by the municipality.

K. The City is entering into this Agreement based upon the representations and warranties of Redeveloper to timely perform the obligations of Redeveloper set forth herein and the City shall provide economic incentives to Redeveloper to develop the Redevelopment Project as more fully set forth herein.

L. The Property is currently located within the City's Tax Increment Financing (TIF) District No. 4 and in the City's Southwest Corridors Business District.

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties set forth herein, the receipt and sufficiency of which are hereby acknowledged, the City and the Redeveloper hereby covenant and agree as follows:

## **ARTICLE I**

### **DEFINITIONS**

1.1 Definitions. For the purposes of this Agreement, unless the context clearly requires otherwise, words and terms used in this Agreement shall have the meaning provided from place to place herein, as follows:

“Act” or “TIF Act” means the Illinois Tax Increment Allocation Redevelopment Act (65 ILCS 5/11-74.4-1 et seq.), as amended from time to time.

“*Acquisition Costs*” means all costs of acquiring the Property, including but not limited to, cost of land and improvements; brokerage commissions; costs of title commitments, reports or policies; surveys; engineering costs, environmental remediation, soil and hazardous waste and other site and property related reports and expenses; appraisals; and professional fees of any kind or nature, including attorneys' fees, architects' fees, filing fees, recording fees, and experts' fees.

“*Agreement*” means this Redevelopment and Economic Incentive Agreement, as the same may be from time to time modified, amended or supplemented in writing by the parties hereto.

“*Business District Act*” means 65 ILCS 5/11-74.3-1, et seq., as amended from time to time.

“*Business District Plan*” means that certain Southwest Corridors Business District Plan adopted by the City on July 25, 2016 pursuant to Ordinance No. 16-57 in accordance with the Business District Act.



“*Business District Tax*” means the one percent (1%) retailers’ occupation and service occupation taxes imposed by the City pursuant to 65 ILCS 5/11-74.3-6 and within the Southwest Corridors Business District Area.

“*Business District Tax Revenues*” means the revenue generated by and which the City is entitled to receive annually pursuant to the imposition of the Southwest Corridors Business District Tax and continuing for a maximum period of twenty-three (23) years after the date of the adoption of the ordinance approving the Southwest Corridors Business District Plan.

“*Certificate of Reimbursable Redevelopment Project Costs*” means a document, in the form of Exhibit B attached hereto, provided by Redeveloper to the City evidencing Reimbursable Redevelopment Project Costs incurred by Redeveloper with respect to the Redevelopment Project.

“*Certificate of Substantial Completion*” means a document in the form of Exhibit C attached hereto, provided by Redeveloper to the City in accordance with this Agreement and evidencing Redeveloper’s satisfaction of all obligations and covenants to perform the Work.

“*City*” means the City of Collinsville, Madison and St. Clair Counties, Illinois.

“*City Council*” means the City Council of the City.

“*City Manager*” means the City Manager of the City or their duly authorized agent.

“*City Property*” means all public streets, roadways, alleys or rights of way within the Project Area, if any.

“*Concept Site Plan*” means the concept site plan shown on Exhibit E, attached hereto and incorporated herein by reference, depicting the conceptual program for construction of the Work, provided that the site plan approved by the City for the Redevelopment Project, and as amended from time to time by the City and as deemed amended to reflect permitted relocation and reconfigurations of buildings or improvements shall constitute the Concept Site Plan for the purposes of this Agreement, provided further, that no such amendment to a site plan shall amend the Concept Site Plan shown on Exhibit E if such an amendment would constitute such a change to the Redevelopment Project as would in the opinion of the City Corporate Counsel require compliance with certain procedures imposed by the TIF Act or City Municipal Code.

“*Mayor*” means the Mayor of the City or his or her duly authorized agent.

“*Project Area*” means that certain area of the City more particularly described in Exhibit A attached hereto and incorporated by reference herein, all of which is also in City TIF District No. 4.

“*Property*” means that portion of the real property and existing improvements in the Project Area, all of which is also in City TIF District No. 4.

“*Redeveloper*” means Gateway RV, LLC, or its permitted successors or assigns in interest. In the event Redeveloper makes a permitted assignment of the Agreement with respect to the Redevelopment Project, then “Redeveloper” shall mean such assignee of Gateway RV, LLC.

“*Redevelopment Project*” means the expanding, improving, redeveloping and rehabilitating the Property in relation to the sales, repairs, and maintenance of recreational vehicles and powersport vehicles for the Project Area and the TIF District Area as described in the Concept Site Plan.

“*Reimbursable Redevelopment Project Costs*” means those redevelopment project costs described on Exhibit D attached hereto and incorporated by reference herein or such other costs incurred by Redeveloper, which are eligible for reimbursement to the Redeveloper in accordance with this Agreement.

“*Related Party*” means any party related to Redeveloper by one of the relationships described in Section 267(b) of the United States Internal Revenue Code of 1986, as amended.

“*Substantial Completion*” means sufficient completion of construction of the Redevelopment Project satisfactory to the City;

“*TIF Revenues*” means the ad valorem taxes, if any, arising from the tax levies upon taxable real property in the Project Area by any and all taxing districts or municipal corporations having the power to tax real property in the Project Area, which taxes are attributable to the increase in the then current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the portion of the Project Area over and above the Total Initial Equalized Assessed Value of each such portion of the taxable property within the Project Area, all as determined by the County Clerk of Madison County, Illinois in accordance with Section 11-74.4-9 of the Illinois Tax Increment Allocation Redevelopment Act. For purposes of this Agreement, the “then current equalized assessed valuation” shall mean the equalized assessed valuation for each taxable lot, block, tract or parcel of real property within the Project Area for the first year following full assessment of said real property after Substantial Completion of the Work in such Project Phase.

“*Work*” means all reasonable work necessary to prepare the Property and to construct the Redevelopment Project, including: (1) property acquisition which has already occurred prior to the date; and (2) all other work described in the Concept Site Plan and this Agreement, or reasonably necessary to effectuate the intent of this Agreement.

## ARTICLE II

### **ACCEPTANCE OF PROPOSAL; REDEVELOPER’S OBLIGATIONS**

2.1 Redeveloper Designation. The City hereby selects Redeveloper to perform or cause the performance of the Work in accordance with this Agreement.

2.2 Redeveloper to Advance Costs. Redeveloper has advanced all costs necessary to acquire the Property and agrees to advance all funds as necessary to complete the Work, all subject to (i) Redeveloper’s right to ongoing reimbursement of Reimbursable Redevelopment Project Costs in accordance with Article IV hereof; and (ii) Redeveloper’s right to abandon the Redevelopment Project and terminate this Agreement as set forth in Article VI hereof.

2.3 Tax Obligations. After the effective date of this Agreement and during the time any Obligation is outstanding in relation to the Redevelopment Project, the Redeveloper will:

- a. not protest any real estate tax assessment or valuation on the Property based upon consistent criteria with the taxation and valuation of other properties in the area;
- b. not protest any sales tax, Business District tax, Food and Beverage tax, Motel/Motel tax, real estate tax, Business District Tax, or any other tax that may be considered as revenue to the City;
- c. not convey the Property or any part thereof to any entity which would be exempt from the payment of sales taxes, Business District taxes, Food and Beverage taxes, Motel/Motel taxes, real estate taxes, or cause the nonpayment of such taxes; and
- d. cause all sales taxes, Business District taxes, Food and Beverage taxes, Motel/Motel taxes, or real estate taxes and assessments levied on the Property to be paid prior to the time such they become delinquent.

2.4 Acknowledgement of City's Interest in Generating Revenue for Municipal Purposes. The City hereby discloses and Redeveloper hereby acknowledges that the City will be seeking to generate Revenues for this Agreement for general municipal purposes through the imposition of various taxes that may be assessed by municipalities in accordance with Illinois laws. Redeveloper shall not be obligated to support the City in any way toward the imposition of such taxes. Redeveloper agrees that it will not file an appeal, a lawsuit, or in any way oppose any such taxes so long as such taxes are customary and reasonable and based upon consistent criteria as the taxation of other properties in the area.

2.5 Real Estate Taxes. As a condition prior to receiving payment of the Reimbursable Redevelopment Project Costs, the Redeveloper shall submit to the City copies of its paid real estate tax receipt from the Madison County Treasurer's office. Such receipt submittal shall be done on an annual basis and only after the subject real estate taxes owed have been paid in full.

### **ARTICLE III**

#### **ACQUISITION OF PROPERTY; SCHEDULE; CONSTRUCTION OF THE REDEVELOPMENT PROJECT; CITY APPROVALS**

3.1 Ownership of Property. The Redeveloper is the owner of the Property. Redeveloper shall have the right to encumber its interest in the Property. Subject to Redeveloper's representations in Section 7.2 and its rights in Section 6.3.2 to sell, transfer, encumber, lease, or otherwise dispose of the Property, at all times while this Agreement is in effect all of the Property acquired by Redeveloper shall be held in the name of Redeveloper and shall be subject to the terms, conditions, and covenants contained herein.

3.2 Project and Construction Schedule. The Redeveloper shall commence and shall complete each of its obligations under this Agreement with respect to the construction and completion of the Redevelopment Project as the case may be in accordance with the following schedule; provided that the time for completion shall be extended for delays beyond the reasonable control of the Developer, including but not limited to, City Delays; acts of God; inclement weather; strikes and other labor disputes; inability to procure or a general shortage of labor, equipment, facilities, materials, or supplies; lockouts; acts of labor unions; condemnation; court orders; laws or orders of governmental or military authorities; acts of terrorism; fire or other casualty; and all other matters set forth in Section 5.5 below.

It is the intention of the parties that the following activities occur on or before the end of the following periods:

<b><u>Activity</u></b>	<b><u>Time for Performance</u></b>
Commencement of Work	Within 6 months of the Date of Agreement
Submission of Substantial Completion	On or before December 31, 2017

3.3 Certificate of Substantial Completion. The Redeveloper will furnish to the City a Certificate of Substantial Completion so certifying. The City shall, within 30 days following delivery of the Certificate of Substantial Completion, carry out such normal and customary City inspections as it deems necessary to verify to its reasonable satisfaction the accuracy of the certifications contained in the Certificate of Substantial Completion. The Certificate of Substantial Completion shall be deemed accepted by the City unless, prior to the end of such 30 day period after delivery to the City of the Certificate of Substantial Completion, the City furnishes Redeveloper with specific written objections to the status of the Work based upon failure of the Work to comply with state and local laws, ordinances and regulations, building codes, TIF District Plan, Business District Plan, and Concept Site Plan describing such objections and the measures required to correct such objections in reasonable detail. Upon acceptance of the Certificate of Substantial Completion by the City or upon the lapse of 30 days after delivery thereof to the City without any written objections thereto, Redeveloper may record the Certificate of Substantial Completion with the Recorder of Deeds for Madison County, Illinois and the same shall constitute evidence of the satisfaction of Redeveloper's Agreements and covenants to perform all Work for the Redevelopment Project. The Certificate of Substantial Completion shall be in substantially the form attached as Exhibit C hereto and incorporated by reference herein.

3.4 Covenant Not to Discriminate. The Redeveloper agrees not to discriminate upon the basis of race, creed, color, national origin, gender, sexual preference, age, marital status or physical handicap in the construction, maintenance, operation, sale, lease, rental, occupancy or use of the Property, and said covenant may be enforced by the City or the United States of America, or any of their respective agencies.

3.5 Maintenance and Examination of Records. Financial records, supporting documents, statistical records and all other records pertinent to any activity under this Agreement shall be retained by the Redeveloper during the term of this Agreement. The City, upon request to Redeveloper, shall have reasonable access to any documents, books, papers, and records of Redeveloper which are directly pertinent to this Agreement for the purpose of making an audit, examination, excerpts, and transcriptions.

**ARTICLE IV**  
**REIMBURSEMENT OF REDEVELOPER COSTS**

4.1 City's Obligation to Reimburse Redeveloper.

(a) The City agrees to reimburse Developer for the verified Reimbursable Redevelopment Project Costs a sum of dollars equal to, but not to exceed, \$100,000.00, **subject to and limited by the other provisions in this Article IV.** Reimbursement shall be made upon submission to and acceptance by the City of: (i) the Certificate of Substantial Completion of the Redevelopment Project; (ii) Certificate(s) of Reimbursable Costs of equal to \$550,000.00; and (iii) compliance with all other provisions in this Article IV;

(b) After completion of the Work, on an annual basis the City shall pay to the Developer all of the TIF Revenues generated by the Property, as improved, in excess of \$25,635.00. TIF Revenues to be paid to the Developer for the Work shall begin to accumulate, upon: (i) the Certificate of Substantial Completion of the Redevelopment Project; (ii) Certificate(s) of Reimbursable Costs of equal to \$550,000.00; (iii) compliance with all other provisions in this Article IV.

(c) After completion of the Work, on an annual basis the City shall pay to the Developer all of the Business District Tax Revenues generated by the Property. Business District Tax Revenues to be paid to the Developer for the Work shall begin to accumulate upon: (i) the Certificate of Substantial Completion of the Redevelopment Project; (ii) Certificate(s) of Reimbursable Costs of equal to \$550,000.00; (iii) compliance with all other provisions in this Article IV.

(d) Reimbursements as provided for in sub-paragraphs (a) and (b) of this Section shall cease once the total of TIF Revenues and Business District Tax Revenues reimbursed to the Developer reaches \$100,000.00. Under no circumstances shall the Developer be reimbursed in excess of \$100,000.00 from any source of funds from the City.

(e) Payment of TIF Revenues shall be paid to the Developer within thirty (30) days of the City receiving them from the County of Madison and/or the State of Illinois. Upon submission to and acceptance by the City of the Certificate of Substantial Completion evidencing the expenditure of Reimbursable Redevelopment Project Costs shown on Exhibits C and D, no further documentation shall be required from the Developer in order to obtain the TIF Revenues hereunder, except as provided for in this Article IV.

4.2 Reimbursement Limited to Reimbursable Redevelopment Project Costs; Developer's Right to Substitute. Nothing in this Agreement shall obligate the City to reimburse the Redeveloper for any cost that: (i) is not incurred pursuant to the TIF Act or Business District Act; (ii) does not qualify as a Redevelopment Project Cost as that term is defined in the TIF Act and Business District Act; and (iii) has not been approved by the City in its TIF and Business District Plans. Prior to the City being obligated to reimburse any Reimbursable Redevelopment Project Costs, the Redeveloper shall provide itemized invoices, receipts and other reasonable information to confirm that any such cost is so incurred and does so qualify. The parties hereby agree that each of the categories of costs set forth in Exhibit D attached hereto constitute Redevelopment Project Costs as defined in the TIF Act and Business District Act which are eligible for reimbursement in accordance with the TIF Act and Business District Act and this Agreement. The Redeveloper shall not be limited to the total amount of reimbursement shown for any such category on Exhibit D, but shall be entitled to reimbursement for Redevelopment Project Costs from any of the categories set forth therein, without regard to the maximum amount shown for each category, up to the maximum aggregate amount established in Section 4.1. If the City determines that any cost identified as a Reimbursable Redevelopment Project Costs is not a "redevelopment project cost" as defined in the TIF Act and Business District Act, or has not been approved by the City in the its TIF and Business District Plans, the City shall so notify the Redeveloper in writing within thirty (30) days thereof identifying the ineligible cost and the basis for determining the cost to be ineligible, whereupon the Redeveloper shall have the right to identify and substitute other Redevelopment Project Costs as Reimbursable Redevelopment Project Costs with a supplemental application for payment.

4.3 Real Estate Taxes. As a condition prior to receiving the reimbursements as related in Section 4.1, the Redeveloper shall submit to the City copies of its due and paid real estate tax receipt from the Madison County Treasurer's office. Such receipt submittal shall be done on an annual basis within thirty (30) days after the subject real estate taxes owed have been paid in full. So long as the TIF Ordinance remains in effect in relation to the Property, the Redeveloper shall not challenge or appeal the real estate tax assessments on the Property without the written consent of the City.

4.4 City's Obligations Limited. Notwithstanding any other term or provision of the Agreement, Reimbursable Redevelopment Project Costs payable by the City to the Redeveloper are not the general obligation of the City and are payable only from the TIF and Business District Tax monies received by the City and from no other source, including, without limitation, the City's general revenue fund.

4.5 Commitment of Redevelopment Costs. As a condition of the City's obligation to make payments for Reimbursable Redevelopment Project Costs, Redeveloper's Redevelopment Costs, and proof thereof must exceed the sum of \$550,000.00 exclusive of interest expenses on any financing of the Redevelopment Project.

4.6 Proof of Expenditures. Upon its own initiative, or within 20 days of a written request from the City, the Redeveloper shall provide the City with documentation proving incurred and paid Reimbursable Redevelopment Costs by the Redeveloper. Notwithstanding any other provision herein, the City shall be obligated to reimburse the Redeveloper only for Reimbursable Redevelopment Project Costs incurred on or before Substantial Completion and actually paid by the Redeveloper, whether such payment occurs before or after Substantial Completion.

4.7 Lien. The City shall have a security interest in the Property in the form of a Lien in the amount of \$100,000.00. The City shall be responsible for the recording of its Lien with the Office of the Madison County Recorder of Deeds. The form of said Lien shall be as in Exhibit F attached hereto.

4.8 Release of Lien. After the final payout from the City to the Redeveloper pursuant to Article IV herein, upon its request the City shall provide the Redeveloper a Release of Lien. The Redeveloper shall be responsible for the recording of its Release of Lien with the Office of the Madison County Recorder of Deeds.

## **ARTICLE V**

### **BREACH AND CURE**

5.1 Cure of Breach. In the event of any material breach by either party of any term, provision, covenant, agreement, restriction, or regulation contained in this Agreement or in the Plans, both as may be amended from time to time, the breaching party shall have thirty (30) days after receipt of written notice of such material breach from the other party to cure the same; provided, however, that in the event that said material breach cannot be cured within thirty (30) days and the breaching party shall have undertaken the curing of said material breach within thirty (30) days and shall thereafter diligently pursue the same, then the breaching party shall have ninety (90) days to cure same.

5.2 Termination Due to Breach. In the event any material breach of this Agreement remains uncured after the pertinent cure period, then the non-breaching party shall have the right and power to terminate this Agreement and institute and prosecute any proceeding at law or in equity to enforce any covenant or agreement contained herein or in the Plan, and to recover damages resulting from such material breach, in any event not to exceed the outstanding balance of the verified Reimbursable Redevelopment Project Costs provided for in Section 4.1 of this Agreement.



## ARTICLE VI

### GENERAL PROVISIONS

6.1 Redeveloper's Right of Termination. At any time prior to the City's payment of verified Reimbursable Redevelopment Project Costs Redeveloper may, by giving written notice to the City, terminate this Agreement and Redeveloper's obligations hereunder if Redeveloper determines, in its sole discretion, that the Redevelopment Project is no longer economically feasible.

6.2 City's Right of Termination. The City shall have the right to terminate this Agreement if Redeveloper materially defaults in or materially breaches any provision of this Agreement and fails to cure such default or breach pursuant to Section 5.1 hereof, or breaches any representation or warranty contained in Section 7.2 hereof.

6.3 Successors and Assigns.

6.3.1 This Agreement shall be binding on and shall inure to the benefit of the parties named herein and their respective heirs, administrators, executors, personal representatives, successors and permitted assigns.

6.3.2 Without limiting the generality of the foregoing, all or any part of the Property or any interest therein may be sold, transferred, encumbered, leased, or otherwise disposed of at any time, and the rights of Redeveloper named herein or any successors in interest under this Agreement or any part hereof may be assigned at any time before, during or after Substantial Completion of the Redevelopment Project, whereupon the party disposing of its interest in the Property or assigning its interest under this Agreement shall be thereafter released from further obligation under this Agreement (although any such Property so disposed of or to which such interest pertains shall remain subject to the terms and conditions of this Agreement), provided that until the Substantial Completion of the Redevelopment Project, the fee title to the Property may not be sold, transferred or otherwise disposed of and the rights, duties and obligations of Redeveloper under this Agreement may not be assigned in whole or in part to any person or entity other than an affiliated entity of the Redeveloper without the prior written approval of the City.

6.3.3 Notwithstanding anything herein to the contrary, the City hereby approves, and no prior consent shall be required in connection with, (a) the right of Redeveloper to encumber or collaterally assign its interest in the Property or any portion thereof or its rights and interests in this Agreement, to secure loans, advances or extensions of credit to finance or from time to time refinance all or any part of the Reimbursable Redevelopment Project Costs, or the right of the holder of any such encumbrance or transferee of any such collateral assignment (or trustee or agent on its behalf) to transfer such interest by foreclosure or transfer in lieu of foreclosure under

such encumbrance or collateral assignment; (b) the right of Redeveloper to assign Redeveloper's rights, duties and obligations under this Agreement to a Related Party; (c) the right of Redeveloper to sell or lease individual portions of the Property in the ordinary course of the development of the Redevelopment Project; provided that in each such event (i) Redeveloper named herein shall remain liable hereunder for the substantial completion of the Redevelopment Project, and shall be released from such liability hereunder only upon substantial completion of the Redevelopment Project, and (ii) Redeveloper provides to the City thirty (30) days advance written notice of the proposed assignment or transfer, except in connection with the sale or lease of individual portions of the Property in the ordinary course of business, which shall require no notice to the City. City agrees to provide, upon Redeveloper's request, such reasonable estoppel certificates as may be required by Redeveloper or the assignee of Redeveloper confirming the terms and status of this Agreement.

6.3.4 With or without the City's rights of approval of an assignee of the Redeveloper, as provided for in this Section, any assignee of the Redeveloper's interest herein must comply with the provisions of 65 ILCS 5/8-11-20(6). Failure of such compliance shall be considered a material breach of contract subject to cure and damages as provided for in Article V of the Agreement.

6.3.5 Notwithstanding any provision herein except for Section 6.6.3, any assignee of the Redeveloper shall be required to maintain a business for the sales, repairs, and maintenance of recreational vehicles and powersport vehicles.

6.4 Notices. All notices, demands, consents, approvals and other communications required by this Agreement to be given by either party hereunder shall be in writing and shall be hand delivered or sent by United States first class mail, postage prepaid, addressed to the appropriate party at its address set forth below, or at such other address as such party shall have last designated by notice to the other. Notices, demands, consents, approvals, and other communications shall be deemed given when delivered or three days after mailing; provided, however, that if any such notice or other communication shall also be sent by telecopy or fax machine, such notice shall be deemed given at the time and on the date of machine transmittal if the sending party receives a written send verification on its machines and forwards a copy thereof with its mailed or courier delivered notice or communication:

In case of Redeveloper, is addressed to or delivered to:

Gateway RV, LLC  
Attn: Brian Travers  
2020 Mall Street  
Collinsville, IL 62234

and a copy to:

Christopher W. Byron  
Byron Carlson Petri & Kalb, LLC  
411 St. Louis Street  
Edwardsville, Illinois 62025

In case of the City, is addressed to or delivered to:

City of Collinsville, Illinois  
Attn: City Clerk  
125 South Center Street  
Collinsville, IL 62234  
Telephone: (618) 344-5252  
FAX: (618) 346-1662

with copy to:

Steven Giacoletto  
Giacoletto Law Firm  
30 Summer Tree Lane  
Collinsville, IL 62234  
Telephone: (618) 346-8841  
Fax: (618) 346-8843

or at such other address with respect to either such party as that party may, from time to time, designate in writing and forward to the other as provided in this Section.

6.5 Conflict of Interest. No member of the City Council or any branch of the City's government who has any power of review or approval of any of Redeveloper's undertakings, or of the City's contracting for goods or services for the Redevelopment Project, shall participate in any decisions relating thereto which affect that member's personal interests or the interests of any corporation or partnership in which that member is directly or indirectly interested. Any person having such interest shall immediately, upon knowledge of such possible conflict, disclose, in writing, to the City Council the nature of such interest and seek a determination by the City Council with respect to such interest and, in the meantime, shall not participate in any actions or discussions relating to the activities herein proscribed.

6.6 Insurance; Damage or Destruction of Redevelopment Project.

6.6.1 Redeveloper will cause there to be insurance as hereinafter set forth at all times on the Property, including during the process of the Work and so long as any Reimbursable Redevelopment Project Costs payments remain outstanding and, from time to time at the request of the City, furnish the City with proof of payment of premiums on:

- (a) Comprehensive general liability insurance (including operations, operations of subcontractors, completed operations and contractual liability insurance) together with an owner's contractor's policy, with limits against bodily injury and property damage of not less than One Million Dollars (\$1,000,000.00) for each occurrence (to accomplish the above required limits, an umbrella excess liability policy may be used); and
- (b) Workers' Compensation insurance, with statutorily required coverage.

6.6.2 The policies of insurance required pursuant to clauses (a) and (b) above shall be in form and content reasonably satisfactory to the City and shall be placed with financially sound and reputable insurers licensed to transact business in the State of Illinois with a general policy holder's rating of not less than A- and a financial rating of A- as rated in the most current available "Best's" insurance reports. The policy of insurance delivered pursuant to clause (i) above shall contain an agreement of the insurer to give not less than thirty (30) days advance written notice to the City in the event of cancellation of such policy or change affecting the coverage there under. Redeveloper shall deliver to the City evidence of all insurance to be maintained hereunder.

6.6.3 In the event of destruction or damage to the Redevelopment Project by fire or other casualty, during construction or thereafter during the term of this Agreement so long as any Reimbursable Redevelopment Project Costs are outstanding, the insurance proceeds (after deducting any expenses incurred in the collection thereof) shall be applied to the restoration, reconstruction and repair of the Redevelopment Project to at least the value and substantially the same character as prior to the damage or destruction.

6.7 Inspection. The City may conduct such periodic inspections of the Work as may be generally provided in the building code of the City. In addition, Redeveloper shall allow other authorized representatives of the City access to the Work site from time to time upon reasonable advance written notice prior to the completion of the Work for reasonable inspection thereof. Redeveloper shall also allow the City and its employees, agents and representatives to inspect, upon request, all architectural, engineering, demolition, construction and other contracts and

documents pertaining to the construction of the Work as the City determines is reasonable and necessary to verify Redeveloper's compliance with the terms of this Agreement.

6.8 Choice of Law. This Agreement shall be taken and deemed to have been fully executed, made by the parties in, and governed by the laws of State of Illinois for all purposes and intents, including without limitation for jurisdiction and venue purposes, which is hereby stipulated to be in the Circuit Court of Madison County, Illinois.

6.9 Entire Agreement; Amendment. The parties agree that this Agreement constitutes the entire agreement between the parties and that no other agreements or representations other than those contained in this Agreement have been made by the parties. This Agreement shall be amended only in writing and effective when signed by the authorized agents of the parties.

6.10 Counterparts. This Agreement is executed in multiple counterparts, each of which shall constitute one and the same instrument.

6.11 Severability. In the event any term or provision of this Agreement is held to be unenforceable by a court of competent jurisdiction, the remainder shall continue in full force and effect, to the extent the remainder can be given effect without the invalid provision.

6.12 Release and Indemnification. The indemnifications and covenants contained in this Section 6.12 shall survive termination or expiration of this Agreement.

6.12.1 No elected or appointed official, agent, employee or representative of the City shall be personally liable to Redeveloper in the event of any default or breach by any party under this Agreement, or for any amount which may become due to any party or on any obligations under the terms of this Agreement.

6.12.2 Redeveloper releases from and covenants and agrees that the City and its governing body members, officers, agents, servants, employees and independent contractors shall not be liable for, and agrees to indemnify and hold harmless the City, its governing body members, officers, agents, servants, employees and independent contractors against any loss or damage to property or any injury to or death of any person occurring at or about or resulting from any defect in the acquisition of the Property or construction of the Work including any and all claims arising from the acquisition of the Property, including, but not limited to, location of hazardous wastes, hazardous materials or other environmental contaminants on the Property, including all costs of defense, including attorneys fees, except for those matters arising out of the negligence or willful or wanton misconduct of the City and its governing body members, officers, agents, servants, employees and independent contractors.

6.12.3 The City and its governing body members, officers, agents, servants, employees and independent contractors shall not be liable for any damage or injury to the persons or property of Redeveloper or its officers, agents, servants or employees or any other person who may be about the Property or the Work except for those matters arising out of the negligence or willful or wanton misconduct of the City and its governing body members, officers, agents, servants, employees and independent contractors.

6.12.4 All covenants, stipulations, promises, agreements and obligations of the City contained herein shall be deemed to be the covenants, stipulations, promises, agreements and obligations of the City and not of any of its governing body members, officers, agents, servants or employees in their individual capacities.

6.12.5 No official, employee or representative of the City shall be personally liable to Redeveloper: (1) in the event of a default or breach by any party under this Agreement, or (2) for any amount which may become due to any party under the terms of this Agreement.

6.12.6 Redeveloper releases from and covenants and agrees that the City, its governing body members, officers, employees, agents and independent contractors shall not be liable for, and agrees to indemnify and hold the City, its governing body members, officers, employees, agents and independent contractors, harmless from and against any and all suits, interest, claims and cost of attorneys fees incurred by any of them, resulting from, arising out of, or in any way connected with: (1) the construction of the Work; (2) the negligence or willful misconduct of Redeveloper, its employees, agents or independent contractors in connection with the design management, development, redevelopment and construction of the Work; (3) the compliance by Redeveloper with all applicable state, federal and local environmental laws, regulations and ordinances as applicable to the Property, excluding the City Property to the extent such condition existed prior to the acquisition thereof by Redeveloper; except that the foregoing release and indemnification shall not apply in the case of such liability arising directly out of the negligence or willful or wanton misconduct of the City or its authorized governing body members, officers, employees, agents and independent contractors or which arises out of matters undertaken by the City following termination of this Agreement as to the Redevelopment Project or any portion thereof.

6.13 Survival. Notwithstanding the expiration or termination or breach of this Agreement by either party, the agreements contained in Sections 2.3, 6.5, 6.11, and 6.12 and its subsections, of this Agreement shall, except as otherwise expressly set forth herein, survive such expiration, termination or breach of this Agreement by either party.

6.14 Maintenance of the Property. Redeveloper shall remain in compliance with all provisions of the City's Code relating to maintenance and appearance during the construction of the Redevelopment Project or any portion thereof. Upon Substantial Completion of the

Redevelopment Project, Redeveloper or its successor(s) in interest, as owner or owners of the affected portion(s) of the Property, shall during the remainder of the term of this Agreement, maintain or cause to be maintained the buildings and improvements within the Project Area and TIF District Area which it owns in accordance with the Franchisor's requirements and in conformity with applicable state and local laws, ordinances and regulations. If there are separately-owned parcels of real estate on the Property during the term of this Agreement, each owner as a successor in interest to Redeveloper shall maintain or cause to be maintained the buildings and improvements on its parcel in accordance with the Franchisor's requirements and in conformity with applicable state and local laws, ordinances and regulations, and shall maintain or cause to be maintained reasonable property and liability insurance with respect to the same in accordance with this Section.

## **ARTICLE VII**

### **REPRESENTATIONS OF THE PARTIES**

7.1 Representations of the City. The City hereby represents and warrants that it has full constitutional and lawful right, power and authority, under current applicable law, to execute and deliver and perform the terms and obligations of this Agreement. Accordingly, this Agreement constitutes the legal, valid and binding obligation of the City, enforceable in accordance with its terms.

7.2 Representations of Redeveloper. Redeveloper hereby represents and warrants that:

- (a) It has full power to execute and deliver and perform the terms and obligations of this Agreement and all of the foregoing has been duly and validly authorized by all necessary corporate proceedings.
- (b) This Agreement constitutes the legal, valid and binding obligation of Redeveloper, enforceable in accordance with its terms.

[Signature Page Follows]

IN WITNESS WHEREOF, the City and the Redeveloper caused this Agreement to be executed in their respective hands and upon their behalf.

**REDEVELOPER:**

Gateway RV, LLC

By: \_\_\_\_\_  
Brain Travers, Sole Member

STATE OF ILLINOIS         )  
  ) SS  
COUNTY OF \_\_\_\_\_)

On this \_\_\_ day of \_\_\_\_\_, 2017, before me personally appeared \_\_\_\_\_ to me personally known, who, being by me duly sworn, did say that he is \_\_\_\_\_ of \_\_\_\_\_ authorized to do business in the State of Illinois and that said instrument was signed and sealed in behalf of said limited liability company, by authority of its members and said acknowledged said instrument to be the free act and deed of said company.

\_\_\_\_\_  
Notary Public

My commission expires:

**CITY:**

CITY OF COLLINSVILLE, ILLINOIS

By: \_\_\_\_\_  
John Miller, Mayor

ATTEST: \_\_\_\_\_  
Kim Wasser, City Clerk



**EXHIBIT A**  
**LEGAL DESCRIPTIONS**  
**OF**  
**PROPERTY AND PROJECT AREA**

**Tract 1**

Parcel 1:

Lot 21 in Resubdivision of Lots 8, 9 and 10 of the Mall (Revised in U.S. Survey 392 Claim 602 and the southwest fractional quarter of section 29, township 3 north, range 8 west of the third principal meridian, according to the plat thereof recorded in the Recorder's Office of Madison County, Illinois in plat book 42 Page 70.

Except the coal, oil, gas and other minerals as may have been heretofore excepted, reserved or conveyed. Situated in Madison County, Illinois

Parcel 2:

A tract of land being part of section 29 and part of U.S. Survey 653 Claims 599 and 600, all in township 3 north, range 8 west of the third principal meridian, City of Collinsville, Madison County, Illinois, more particularly described as follows: Beginning at the intersection of the west line of Federal Aid Interstate 07 (Interstate 55/70) as shown in plat book 28 pages 50 and 51 and plat book 31 page 64; thence north 70 degrees 20 minutes 06 seconds east along said right of way line a distance of 44.03 feet; thence south 67 degrees 16 minutes 45 seconds east, a distance of 535.96 feet; thence south 22 degrees 20 minutes 49 seconds west, a distance of 176.67 feet; thence north 67 degrees 15 minutes 37 seconds west, a distance of 506.33 feet to the west line of said section 29, a distance of 159.89 feet to the point of beginning.

Except the coal, oil, gas and other minerals as may have been heretofore excepted, reserved or conveyed. Situated in Madison County, Illinois.

PERMANENT PARCEL NO. 13-2-21-29-03-302-023

**Tract 2**

Lot 9 (excepting therefrom a strip of land 130 feet of even width off the Easterly side thereof) in the re-subdivision of Lots, 8, 9 and 10 of The Mall (revised), a subdivision according to the plat thereof recorded in Plat Book 42 Page 70 (except coal and other mineral rights conveyed, excepted or reserved in prior conveyances) in Madison County, Illinois.

PERMANENT PARCEL NO. 13-2-21-29-03-302-025

**EXHIBIT B**

**FORM OF  
CERTIFICATE OF REIMBURSABLE REDEVELOPMENT PROJECT COSTS**

TO: City of Collinsville, Illinois  
Attention: Mayor  
Re: Gateway RV, LLC Redevelopment Project

TO: City of Collinsville, Illinois  
Re: City of Collinsville, Illinois TIF District No. 4 Redevelopment Area and Southwest Corridors Business District Redevelopment Project

*Terms not otherwise defined herein shall have the meaning ascribed to such terms in the Redevelopment Agreement dated as of \_\_\_\_\_, 2017 (the "Agreement") between the City and the Redeveloper. In connection with said Agreement, the undersigned hereby states and certifies that:*

1. Each item listed on **Schedule 1** hereto is a Reimbursable Redevelopment Project Cost under the Agreement.
2. Each item listed on **Schedule 1** was incurred in connection with the construction of the Redevelopment Project and has been paid by the Redeveloper.
3. Each item listed on **Schedule 1** has not previously been paid or reimbursed and no part thereof has been included in any other certificate previously filed with the City.
4. There has not been filed with or served upon the Redeveloper any notice of any lien, right of lien or attachment upon or claim affecting the right of any person, firm or corporation to receive payment of the amounts stated in this request, except to the extent any such lien is being contested in good faith.
5. All necessary permits and approvals required for the portion of the Work in connection with the Redevelopment Project for which this certificate relates have been issued and are in full force and effect.
6. All Work for the Redevelopment Project for which payment or reimbursement is requested has been performed and in accordance with the Concept Site Plan and the Agreement.
7. If any cost item to be reimbursed under this Certificate is deemed not to constitute a "redevelopment project cost" within the meaning of the TIF Act, Business District Act, and the Agreement, the Redeveloper shall have the right to substitute other eligible Reimbursable Redevelopment Project Costs for payment hereunder in connection with the Redevelopment Project.

IN WITNESS WHEREOF, the undersigned has hereunto set his/her hand this \_\_\_\_\_  
day of \_\_\_\_\_, \_\_\_\_\_.

**REDEVELOPER: GATEWAY RV, LLC**

By: \_\_\_\_\_  
Brian Travers, Member

**EXHIBIT C**

**FORM OF  
CERTIFICATE OF SUBSTANTIAL COMPLETION**

The undersigned, Gateway RV, LLC (or its successors or assigns) (the “Redeveloper”), pursuant to that certain Redevelopment and Economic Incentive Agreement dated \_\_\_\_\_ between the City of Collinsville, Illinois (the “City”) and Redeveloper (the “Agreement”), hereby certifies to the City as follows:

1. That as of \_\_\_\_\_, \_\_\_\_\_, the expansion, improving, renovation, repairing, equipping and constructing of the Work for the Redevelopment Project (as those terms are defined in the Agreement) has been substantially completed in accordance with the Agreement.
2. Lien waivers for applicable portions of the Work have been obtained.
3. This Certificate of Substantial Completion is accompanied by the project architect’s or engineer’s certificate of substantial completion on AIA Form G-704 (or the substantial equivalent thereof), a copy of which is attached hereto as Appendix A and by this reference incorporated herein, certifying that the Work has been substantially completed in accordance with the Agreement.
4. This Certificate of Substantial Completion is being issued by the Redeveloper to the City in accordance with the Agreement to evidence the Redeveloper’s satisfaction of all obligations and covenants with respect to the Work.
5. The City’s acceptance or the City’s failure to object in writing to this Certificate within thirty (30) days of the date of delivery of this Certificate to the City (which written objection, if any, must be delivered to the Redeveloper prior to the end of such thirty (30) day period), and the recordation of this Certificate with the Madison County Recorder of Deeds shall evidence the satisfaction of the Redeveloper’s agreements and covenants to perform the Work.

This Certificate shall be recorded in the office of the Madison County Recorder of Deeds. This Certificate is given without prejudice to any rights against third parties which exist as of the date hereof or which may subsequently come into being. Terms not otherwise defined herein shall have the meaning ascribed to such terms in the Agreement.

IN WITNESS, WHEREOF, the undersigned has hereunto set his/her hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**REDEVELOPER: GATEWAY RV, LLC**

By: \_\_\_\_\_  
Brian Travers, Member

## EXHIBIT D

### REIMBURSABLE REDEVELOPMENT PROJECT COSTS

PRELIMINARY DESIGN-BUILD BUDGET Gateway RV- 6,000 SF  
Showroom/Service Addition

#### I. GENERAL REQUIREMENTS

Item #	Description	Budget
1	Permits	By Owner
2	Clean up; Dumpster	\$5,476.00
3	Temporary Facilities/Toilet	\$3,244.00
4	Concrete/Soil Testing	\$4,390.00
5	Shoring and Bracing	\$2,145.00
6	Barricades & Temporary Fence	\$1,752.00
7	Protection	\$1,237.00
8	Silt Control/Plumbing	\$2,891.00
	<b>PART I TOTAL</b>	<b>\$21,135.00</b>

#### II. SITEWORK

Item #	Description	Budget
1	Saw Cutting	\$3,822.00
2	Pavement Removal/Hauling	\$9,262.00
3	Grade Building Pad	\$3,030.00
4	Concrete Paving	\$5,058.00
5	Lot Re-Striping	\$600.00
6	Bollards	\$1,800.00
7	Landscaping	\$3,000.00
8	Site Electrical	Not Included
9	Surveying/Layout	\$2,640.00

10	Civil Engineering	\$5,450.00
	<b>PART II TOTAL</b>	<b>\$34,622.00</b>

### III. BUILDING ADDITION

Item #	Description	Budget
1	Foundation/Footings	\$27,720.00
2	Floor Slab	\$29,052.00
3	Wall Panels	\$14,122.00
4	Brick Wainscot	\$17,400.00
5	Cement Board Siding Material	\$5,142.00
6	Wood Roof Trusses	\$16,200.00
7	Roof Plywood/Bracing	\$7,874.00
8	Framing Labor	\$37,440.00
9	Insulation	\$7,446.00
10	Drywall	\$11,976.00
11	Aluminum Storefront Windows/Door	\$11,816.00
12	Painting (No Painting of Trusses)	\$5,454.00
13	Floor Polishing Sealer	\$4,020.00
14	Wood Base/Window Trim	\$3,120.00
15	Trim Labor	\$3,840.00
16	Roofing	\$18,840.00
17	Overhead Doors	\$5,738.00
18	Interior Doors/Hardware	\$6,259.00
19	Plumbing	\$29,940.00
20	HVAC	\$38,376.00
21	Electrical	\$41,400.00
	<b>PART III TOTAL</b>	<b>\$343,175.00</b>

IV. OWNER INCURRED COSTS

Item #	Description	Budget
1	Land Acquisition Cost	\$18,000.00
2	Site Improvements (electrical/retention)	\$50,000.00
3	Signage	\$60,000.00
4	Equipment	\$25,000.00
	<b>PART IV TOTAL</b>	<b>\$153,000.00</b>

GRAND SUBTOTAL	\$551,932.00
Architectural/Structural Fee	\$18,400.00
Duggan Overhead and Profit (8%)	\$33,486.00
Budget for Firewall	\$25,000.00
TOTAL BUDGET VALUE FOR BUILDING AND SITE IMPROVEMENTS	\$628,818.00 (\$104.80/SF)

**EXHIBIT E**

**APPROVED SITE PLAN**

**(See Attached)**



**EXHIBIT F**

**NOTICE OF LIEN**

**NOTICE OF LIEN**

**MAIL TO:**

CITY CLERK  
CITY OF COLLINSVILLE  
125 SOUTH CENTER STREET  
COLLINSVILLE, ILLINOIS 62234

**PREPARED BY:**

STEVE GIACOLETTO  
CORPORATE COUNSEL  
CITY OF COLLINSVILLE  
125 SOUTH CENTER STREET  
COLLINSVILLE, ILLINOIS 62234

RECORDER'S STAMP

**NOTICE OF LIEN**

NOTICE IS HEREBY GIVEN that the City of Collinsville, Illinois, is granted a lien with the approval of property owner Gateway RV, LLC in the amount of \$100,000.00, against the real estate and improvements located at what is commonly known as 2017 and 2020 Mall Street, Collinsville, Illinois, and more particularly described as follows, to wit:

Tract 1

Parcel 1:

Lot 21 in Resubdivision of Lots 8, 9 and 10 of the Mall (Revised in U.S. Survey 392 Claim 602 and the southwest fractional quarter of section 29, township 3 north, range 8 west of the third principal meridian, according to the plat thereof recorded in the Recorder's Office of Madison County, Illinois in plat book 42 Page 70.

Except the coal, oil, gas and other minerals as may have been heretofore excepted, reserved or conveyed. Situated in Madison County, Illinois

Parcel 2:

A tract of land being part of section 29 and part of U.S. Survey 653 Claims 599 and 600, all in township 3 north, range 8 west of the third principal meridian, City of Collinsville, Madison County, Illinois, more particularly described as follows: Beginning at the intersection of the west line of Federal Aid Interstate 07 (Interstate 55/70) as shown in plat book 28 pages 50 and 51 and plat book 31 page 64; thence north 70 degrees 20 minutes 06 seconds east along said right of way line a distance of 44.03 feet; thence south 67 degrees 16 minutes 45 seconds east, a distance of 535.96 feet; thence south 22 degrees 20 minutes 49 seconds west, a distance of 176.67 feet; thence north 67 degrees 15 minutes 37 seconds west, a distance of 506.33 feet to the west line of said section 29, a distance of 159.89 feet to the point of beginning.

Except the coal, oil, gas and other minerals as may have been heretofore excepted, reserved or conveyed. Situated in Madison County, Illinois.

PERMANENT PARCEL NO. 13-2-21-29-03-302-023

Tract 2

Lot 9 (excepting therefrom a strip of land 130 feet of even width off the Easterly side thereof) in the re-subdivision of Lots, 8, 9 and 10 of The Mall (revised), a subdivision according to the plat thereof recorded in Plat Book 42 Page 70 (except coal and other mineral rights conveyed, excepted or reserved in prior conveyances) in Madison County, Illinois.

PERMANENT PARCEL NO. 13-2-21-29-03-302-025

and that said Lien is in relation to the completed construction of a commercial development to a Redevelopment and Economic Incentive Agreement dated \_\_\_\_\_ between the City of Collinsville and Gateway RV, LLC, owner of the property described herein.

CITY OF COLLINSVILLE

By: \_\_\_\_\_  
\_\_\_\_\_, City Manager

# SITE DEVELOPMENT PLAN GATEWAY RV BUILDING ADDITION

2020 MALL ST  
COLLINSVILLE, ILLINOIS 62234  
DECEMBER 2016

## MALL ROAD, LLC

OWNER: BRIAN TRAVERS  
MALL ROAD LLC  
2020 MALL ST  
COLLINSVILLE, IL 62234  
PHONE: 618.343.3800

APPLICANT/ENGINEER: DAVID M DILLOW, P.E. # 062-47964



WOOLPERT, INC.  
343 FOUNTAINS PARKWAY SUITE 100  
FAIRVIEW HEIGHTS, IL 62208-2044  
TELEPHONE: 618.632.7004  
FAX: 618.632.0100  
WWW.WOOLPERT.COM

### UTILITY CONTACTS

GAS/ELECTRIC:  
Ameron IP  
2600 North Center  
Maryville, IL 62062  
618.346.1217

TELEPHONE:  
AT&T  
203 Goethe Street  
Collinsville, IL 62010  
618.346.7292

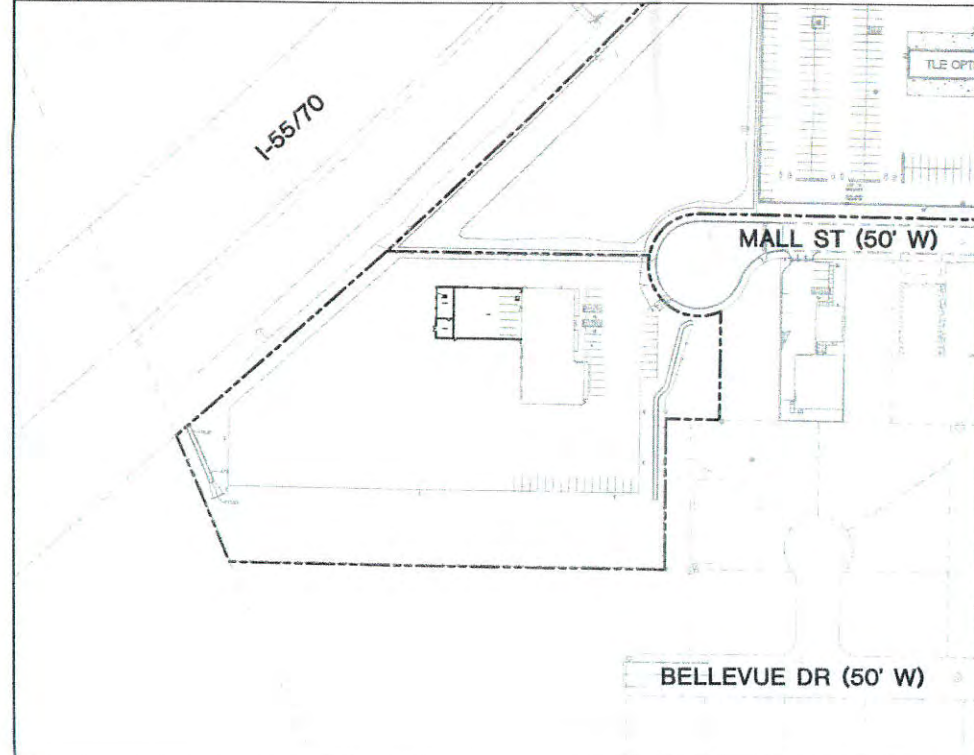
WATER/SEWER:  
City of Collinsville  
125 S. Center Street  
Collinsville, IL 62234  
618.345.5218



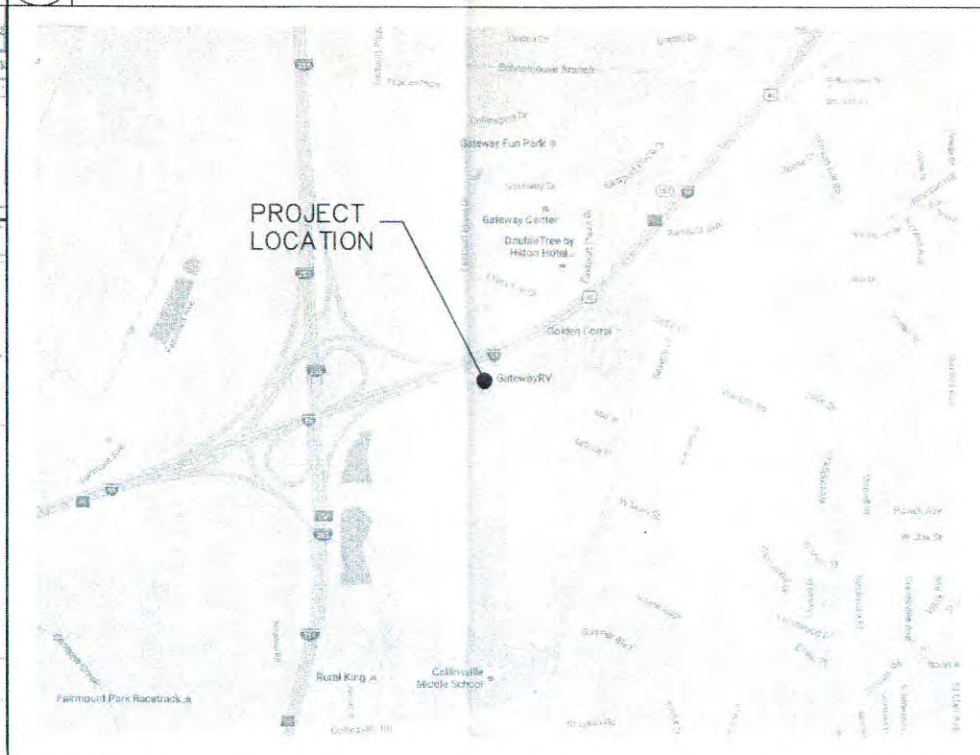
### SYMBOLGY LEGEND

EXISTING	PROPOSED	SYMBOL
SANITARY SEWER STRUCTURE	SANITARY SEWER STRUCTURE	⊙
STORM SEWER STRUCTURE	STORM SEWER STRUCTURE	⊕
CATCH BASIN	CATCH BASIN	⊖
CURB INLET	CURB INLET	⊗
END SECTION	END SECTION	⊘
STORM MANHOLE	STORM MANHOLE	⊙
SANITARY MANHOLE	SANITARY MANHOLE	⊕
CLEANOUT	CLEANOUT	⊖
FIRE HYDRANT	FIRE HYDRANT	⊗
WATER VALVE	WATER VALVE	⊕
FLAG POLE	FLAG POLE	⊙
GROUND LIGHT	GROUND LIGHT	⊕
LIGHT POLE	LIGHT POLE	⊙
POWER POLE	POWER POLE	⊕
TELEPHONE POLE	TELEPHONE POLE	⊙
TRANSFORMER	TRANSFORMER	⊕
GAS VALVE	GAS VALVE	⊖
GAS METER	GAS METER	⊕
GAS REGULATOR	GAS REGULATOR	⊖
GRADE ELEVATION	GRADE ELEVATION	⊙
DRAINAGE FLOW DIRECTION	DRAINAGE FLOW DIRECTION	→
TREES	TREES	⊙
BUSH/SHRUB	BUSH/SHRUB	⊕
SIGN	SIGN	⊖
PROPOSED INTERMEDIATE CONTOUR	PROPOSED INTERMEDIATE CONTOUR	— 061 —
PROPOSED INDEX CONTOUR	PROPOSED INDEX CONTOUR	— 060 —
EXISTING INTERMEDIATE CONTOUR	EXISTING INTERMEDIATE CONTOUR	— 060 —
EXISTING INDEX CONTOUR	EXISTING INDEX CONTOUR	— 060 —
EXISTING FENCE	EXISTING FENCE	— 12" ST —
PROPOSED STORM DRAIN	PROPOSED STORM DRAIN	— 12" ST —
EXISTING STORM DRAIN	EXISTING STORM DRAIN	— 12" ST —
PROPOSED ROOF DRAIN	PROPOSED ROOF DRAIN	— 8" RD —
EXISTING ROOF DRAIN	EXISTING ROOF DRAIN	— 8" RD —
EXISTING STORM DRAIN (UNKNOWN SIZE)	EXISTING STORM DRAIN (UNKNOWN SIZE)	— 8" SN —
PROPOSED SANITARY SEWER	PROPOSED SANITARY SEWER	— 8" SN —
EXISTING SANITARY SEWER	EXISTING SANITARY SEWER	— 8" SN —
EXISTING SANITARY SEWER (UNKNOWN SIZE)	EXISTING SANITARY SEWER (UNKNOWN SIZE)	— 8" SN —
PROPOSED WATER LINE	PROPOSED WATER LINE	— 8" W —
EXISTING WATER LINE	EXISTING WATER LINE	— 8" W —
EXISTING WATER LINE (SIZE UNKNOWN)	EXISTING WATER LINE (SIZE UNKNOWN)	— 8" W —
PROPOSED ELECTRIC (UNDERGROUND)	PROPOSED ELECTRIC (UNDERGROUND)	— UE —
EXISTING ELECTRIC (UNDERGROUND)	EXISTING ELECTRIC (UNDERGROUND)	— UE —
PROPOSED TELEPHONE (UNDERGROUND)	PROPOSED TELEPHONE (UNDERGROUND)	— UT —
EXISTING TELEPHONE (UNDERGROUND)	EXISTING TELEPHONE (UNDERGROUND)	— UT —
PROPOSED GAS	PROPOSED GAS	— G —
EXISTING GAS	EXISTING GAS	— G —
EXISTING TREE LINE	EXISTING TREE LINE	— T —
PROPOSED GUARD RAIL	PROPOSED GUARD RAIL	— GR —
EXISTING GUARD RAIL	EXISTING GUARD RAIL	— GR —
EXISTING OVERHEAD TELEPHONE	EXISTING OVERHEAD TELEPHONE	— OE —
EXISTING OVERHEAD ELECTRIC	EXISTING OVERHEAD ELECTRIC	— OE —
EXISTING FIBER OPTIC	EXISTING FIBER OPTIC	— FO —

### SITE PLAN



### VICINITY MAP



### SHEET INDEX

No.	DATE	REVISION
12/29/16		C000.....COVER SHEET
12/29/16		C001.....GENERAL NOTES
12/29/16		C100.....EXISTING CONDITIONS/DEMO PLAN
12/29/16		C200.....SITE PLAN
12/29/16		C300.....GRADING & UTILITY PLAN

**APPROVED**  
By: *[Signature]*  
Date: *[Date]*

City of Collinsville  
Community Development  
JAN 03 2017  
**RECEIVED**

#### DRAWING INDEX LEGEND

□	C000	COVER SHEET
□		LATEST REVISION HATCHER
□		FILLED CIRCLE INDICATES DRAWING INCLUDED WITH THIS ISSUE

No.	DATE	REVISION
12/29/16		REVISED PER CITY COMMENTS
12/01/16		UPDATED FOR BUILDING EXPANSION
PROJECT No:		77074
		C000



**GENERAL NOTES**

ALL WORK PERFORMED ON THIS PROJECT SHALL CONFORM TO ALL APPLICABLE SECTIONS, ORDINANCES, AND REQUIREMENTS OF THE CITY OF COLLINSVILLE, THE ILLINOIS DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION", LATEST EDITION, "THE STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS", LATEST EDITION, SPECIFIC PROJECT SPECIFICATIONS, ALL APPLICABLE REQUIREMENTS OF THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY, THE ILLINOIS DEPARTMENT OF PUBLIC HEALTH, THE ILLINOIS PLUMBING CODE, AND ALL APPLICABLE REQUIREMENTS OF THE ORDINANCES OF ALL AUTHORITIES HAVING JURISDICTION OVER THIS PROJECT.

PRIOR TO COMMENCEMENT OF CONSTRUCTION, THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, AND CONDITIONS AFFECTING THEIR WORK WITH THE ACTUAL CONDITIONS AT THE JOB SITE. IN ADDITION, THE CONTRACTOR MUST VERIFY THE ENGINEER'S LINE AND GRADES, IF THERE ARE ANY DISCREPANCIES FROM WHAT IS SHOWN ON THE CONSTRUCTION PLANS, STANDARD SPECIFICATIONS AND/OR SPECIAL DETAILS, THE CONTRACTOR SHALL SECURE WRITTEN INSTRUCTION FROM THE ENGINEER PRIOR TO PROCEEDING WITH ANY PART OF THE WORK AFFECTED BY OMISSION OR DISCREPANCIES. FAILING TO SECURE SUCH INSTRUCTION, THE CONTRACTOR WILL BE CONSIDERED TO HAVE PROCEEDED AT HIS OWN RISK AND EXPENSE. IN THE EVENT OF ANY DOUBT OR QUESTION ARISING WITH RESPECT TO THE TRUE MEANING OF THE CONSTRUCTION PLANS OR SPECIFICATIONS, THE DECISION OF THE ENGINEER SHALL BE FINAL AND CONCLUSIVE.

WHEN A CONFLICT BETWEEN PLANS AND SPECIFICATIONS OR NOTES OCCURS, THE ENGINEER SHALL DECIDE WHICH GOVERNS GENERALLY, THE MORE RESTRICTIVE, MORE SPECIFIC, OR STRICTER PROVISION SHALL GOVERN. IF ANY DISCREPANCIES ARE DISCOVERED ON THE PLANS OR BETWEEN THE PLANS AND THE SPECIFICATIONS, THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND OBTAIN CLARIFICATION OF THE INTENT FROM THE ENGINEER PRIOR TO CONSTRUCTION OR INSTALLATION OF PROPOSED IMPROVEMENTS.

EXISTING UTILITIES, BOTH PUBLIC AND PRIVATE, ARE SHOWN ON THE PLANS ACCORDING TO AVAILABLE RECORDS. SUCH INFORMATION REPRESENTS ONLY THE OPINION OF THE ENGINEER AS TO THE LOCATION OF SUCH UTILITIES AND IS ONLY INCLUDED FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER AND OWNER ASSUME NO RESPONSIBILITY WHATSOEVER IN RESPECT TO THE SUFFICIENCY OR ACCURACY OF THE INFORMATION SHOWN ON THE PLANS RELATIVE TO THE LOCATION OF UNDERGROUND UTILITY FACILITIES OR THE MANNER IN WHICH THEY ARE REMOVED OR ADJUSTED. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE ACTUAL LOCATION OF ALL SUCH FACILITIES AND THEIR PROTECTION FROM DAMAGE DUE TO CONSTRUCTION OPERATIONS. IF EXISTING UTILITY LINES OF ANY NATURE ARE ENCOUNTERED WHICH CONFLICT IN LOCATION WITH NEW CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE ENGINEER SO THAT THE CONFLICT MAY BE RESOLVED. HE SHALL ALSO OBTAIN FROM THE RESPECTIVE UTILITY COMPANIES DETAILED INFORMATION RELATIVE TO THE LOCATION OF THEIR FACILITIES AND THE WORKING SCHEDULES OF THE UTILITY COMPANIES FOR REMOVING OR ADJUSTING THEM.

FIELD LOCATIONS OF UNDERGROUND FACILITIES MAY BE OBTAINED BY CALLING THE J.U.L.I.E. SYSTEM AT 800.892.0123 AND PROVIDING 48 HOURS ADVANCE NOTICE. NON-J.U.L.I.E. MEMBERS MAY BE CONTACTED DIRECTLY. AGENCIES KNOWN TO HAVE FACILITIES WITHIN THE PROJECT LIMITS ARE LISTED IN THESE PLANS.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ADEQUATE SIGNS, TRAFFIC CONTROL DEVICES, AND WARNING DEVICES TO INFORM AND PROTECT THE PUBLIC DURING ALL PHASES OF CONSTRUCTION.

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO REMOVE FROM THE SITE ANY AND ALL MATERIALS AND DEBRIS WHICH RESULT FROM CONSTRUCTION OPERATIONS AT NO ADDITIONAL EXPENSE TO THE OWNER.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR RETURNING ALL AREAS AFFECTED BY EQUIPMENT OR CONSTRUCTION TO EXISTING CONDITIONS. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL NEW WORK UNTIL COMPLETION OF THIS CONTRACT.

WHERE SECTION OR SUBSECTION SURVEY MONUMENTS ARE ENCOUNTERED, THE CONTRACTOR SHALL PROTECT AND CAREFULLY PRESERVE ALL PROPERTY MARKERS AND MONUMENTS UNTIL THE OWNER AND AN AUTHORIZED SURVEYOR OR AGENT, HAVE WITNESSED OR OTHERWISE REFERENCED THEIR LOCATION.

**GRADING/EARTHWORK NOTES**

ALL EARTHWORK AND GRADING OPERATIONS SHALL COMPLY WITH ALL RECOMMENDATIONS AS PRESENTED IN THE GEOTECHNICAL ENGINEERING REPORT PREPARED FOR THIS PROJECT.

PAVEMENT SUBBASE, BASE, AND SURFACE SHALL BE INSPECTED BY THE ENGINEER PRIOR TO THE NEXT PHASE OF WORK. PROOF ROLLING AND NUCLEAR DENSITY TESTING SHALL BE UTILIZED.

COMPACTION OF EXISTING GROUND PRIOR TO PLACEMENT OF FILL AND OF FILL IN ALL BUILDING AND PAVEMENT AREAS SHALL BE 95% STANDARD PROCTOR. COMPACTION OF EXISTING GROUND PRIOR TO PLACEMENT OF FILL AND OF FILL IN ALL LAWN AREAS SHALL BE 90% STANDARD PROCTOR.

GRADES SHOWN ON THE GRADING PLAN REPRESENT THE FINAL SURFACE. PAVEMENT THICKNESSES SHALL BE SUBTRACTED FROM CONTOURS SHOWN FOR SUBGRADE ELEVATIONS.

FINAL GRADES IN ALL PAVEMENT AREAS SHALL BE +/- 0.1" FROM PLAN GRADE. FINAL GRADES IN ALL LAWN AREAS SHALL BE +/- 0.25" FROM PLAN GRADE. POSITIVE DRAINAGE SHALL BE PROVIDED IN ALL AREAS.

BRING ALL AREAS TO GRADES SHOWN ON DRAWINGS. GRADED AREAS SHALL BE REASONABLY SMOOTH, COMPACTED AS SPECIFIED ABOVE AND FREE FROM IRREGULAR SURFACE CHANGES. PROVIDE SMOOTH GRADED SURFACES IN DITCHES AND SWALES WHERE SHOWN. GRADE SO THAT WATER DRAINS AWAY FROM BUILDING PERIMETER AND OFF OF PAVEMENTS.

WHERE UNSATISFACTORY EXCAVATED MATERIALS ARE ENCOUNTERED, EXCAVATE TO A DISTANCE BELOW GRADE AS DIRECTED BY THE CONTRACT DOCUMENTS, SOILS ENGINEER OR DESIGNATED OWNER'S REPRESENTATIVE AND REPLACE WITH SATISFACTORY MATERIAL. INCLUDE EXCAVATION OF UNSATISFACTORY MATERIALS AND REPLACEMENT BY SATISFACTORY MATERIALS AS PART OF THE WORK.

IF EXCAVATION IS TAKEN TO A DEPTH GREATER THAN SPECIFIED, CONTRACTOR SHALL BACKFILL TO PROPER GRADE WITH ACCEPTABLE FILL MATERIAL AND COMPACT TO 95% OF MAXIMUM DENSITY OR IF ACCEPTABLE TO THE SOILS ENGINEER, LEAN CONCRETE FILL MATERIAL MAY BE USED.

EXCAVATING FOR STRUCTURES: CONFORM TO ELEVATIONS AND DIMENSIONS WHEN WITHIN A TOLERANCE OF ONE TENTH OF A FOOT, 0.10', AND EXTENDING A SUFFICIENT DISTANCE FROM FOOTINGS AND FOUNDATIONS TO PERMIT PLACING AND REMOVING CONCRETE FROM WORK. INSTALLATION OF UTILITY SERVICES AND FOR INSPECTIONS. EARTH FORMS ARE NOT ACCEPTABLE UNLESS APPROVED IN WRITING BY THE DESIGNATED OWNER'S REPRESENTATIVE.

PROTECT EXCAVATION BOTTOMS AGAINST FREEZING WHEN AIR TEMPERATURE IS BELOW 35 DEGREES FAHRENHEIT.

ALL AREAS NOT COVERED BY PAVEMENT OR BUILDING SHALL BE COVERED WITH 4" OF TOPSOIL CONSISTING OF FRIABLE, FERTILE SOIL OF A LOAMY CHARACTER, CONTAINING AN AMOUNT OF ORGANIC MATTER NORMAL TO THE REGION, CAPABLE OF SUSTAINING HEALTHY PLANT LIFE AND REASONABLY FREE FROM SUBSOIL ROOTS, HEAVY OR STIFF CLAY, STONES LARGER THAN 1/2" IN GREATEST DIMENSION, NONTOXIC WEEDS, STICKS, BRUSH, LITTER AND OTHER DELETERIOUS MATTER.

**PAVING NOTES**

PROVIDE POSITIVE DRAINAGE IN ALL AREAS. AFTER BINDER HAS BEEN PLACED, WATER SHALL BE USED TO CHECK FOR BIRD BATH CONDITIONS. ANY BIRD BATH LOCATIONS SHALL BE CUT OUT AND REPLACED PRIOR TO PLACEMENT OF PAVEMENT SURFACE COURSE.

PROVIDE SMOOTH TRANSITION FROM NEW AREAS TO EXISTING FEATURES AS NECESSARY.

THE EXISTING ASPHALT EDGE SHALL BE PROPERLY SEALED WITH TACK COAT PRIOR TO PROPOSED PAVING IN ALL AREAS WHERE EXISTING ASPHALT PAVEMENT MEETS PROPOSED ASPHALT PAVEMENT.

CONTOURS SHOWN REPRESENT FINAL CONSTRUCTED SURFACE, PAVEMENT AND OTHER IMPROVEMENTS MUST BE TAKEN INTO ACCOUNT WHEN PERFORMING GRADING.

STRIPING AND PAVEMENT MARKINGS SHALL BE YELLOW PAINT, CONFORMING TO FEDERAL SPECIFICATION #IT-P-115, "TRAFFIC AND ZONE" MARKING PAINT AND MANUFACTURED BY PPG.

**UTILITY NOTES**

UTILITIES AND APPURTENANCES TO REMAIN IN THEIR PRESENT LOCATION SHALL BE ADJUSTED TO GRADE WHERE NECESSARY.

ALL WATER AND SEWER CONSTRUCTION SHALL MAINTAIN HORIZONTAL AND VERTICAL SEPARATION REQUIREMENTS AS STATED IN THE "STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS," LATEST EDITION.

ALL STORM AND SANITARY PIPING QUANTITIES SHOWN IN THESE PLANS ARE CENTER OF STRUCTURE TO CENTER OF STRUCTURE. PIPING LENGTHS INCLUDE END SECTIONS WHEN APPLICABLE.

ALL CONSTRUCTION SHALL BE INSPECTED BY THE ENGINEER OR REPRESENTATIVE. ALL TRENCHES, SEWERS, AND TAPS SHALL BE LEFT OPEN AND FENCED UNTIL INSPECTED AND APPROVED BY THE RESPECTIVE UTILITY.

THE CONTRACTOR SHALL PROVIDE A LIST OF SEWER AND WATER SERVICE MEASUREMENTS TO THE OWNER AND TO THE PROJECT ENGINEER AT THE CONCLUSION OF THE JOB.

ALL UTILITY TRENCHES BENEATH PROPOSED OR EXISTING UTILITIES, PROPOSED OR EXISTING PAVEMENT, DRIVEWAYS, SIDEWALKS AND FOR A DISTANCE OF THE THREE FEET ON EITHER SIDE OF SAME, AND/OR WHEREVER ELSE SHOWN ON THE CONSTRUCTION PLAN SHALL BE BACKFILLED WITH GRANULAR BACKFILL AND THOROUGHLY COMPACTED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS.



REVISION	DATE

PROJECT NO:	77074
DATE:	DEC 2016
DES:	DMD
DR:	TJW
CKD:	DMD

WOOLPERT, INC  
 1000 WILSON PARKWAY,  
 SUITE 100  
 FAIRVIEW HEIGHTS, IL 62208  
 TEL: 618.632.7004  
 FAX: 618.632.0100

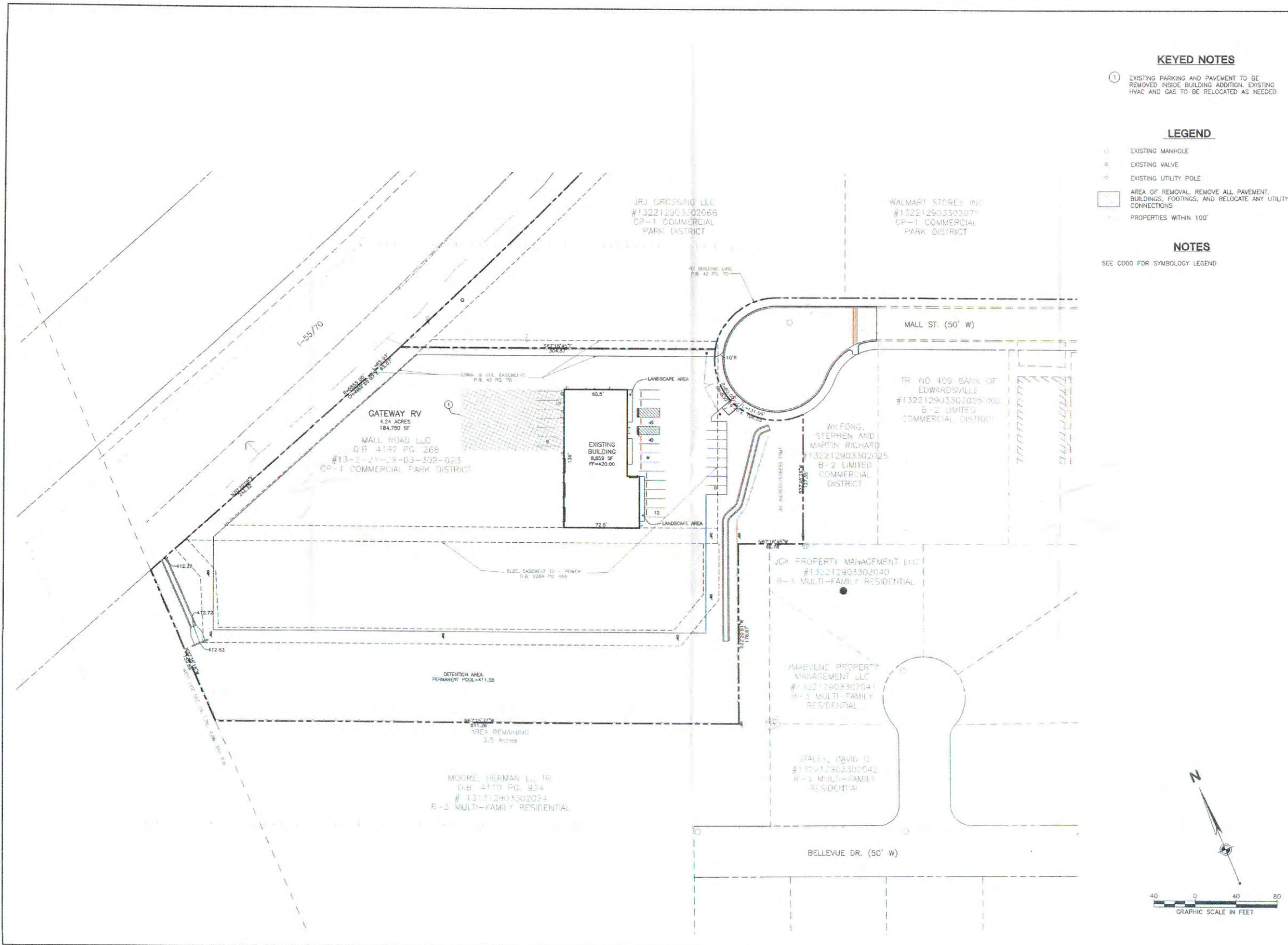


**GATEWAY RV  
 BUILDING ADDITION**  
 MALL STREET  
 COLLINSVILLE, ILLINOIS

**GENERAL NOTES**

SHEET NO  
**C001**





**KEYED NOTES**

- ① EXISTING PARKING AND PAVEMENT TO BE REMOVED INSIDE BUILDING ADDITION. EXISTING HVAC AND GAS TO BE RELOCATED AS NEEDED.

**LEGEND**

- EXISTING MANHOLE
- ⊕ EXISTING VALVE
- EXISTING UTILITY POLE
- AREA OF REMOVAL. REMOVE ALL PAVEMENT, BUILDINGS, FOOTINGS, AND RELOCATE ANY UTILITY CONNECTIONS
- PROPERTIES WITHIN 100'

**NOTES**

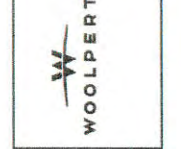
SEE C000 FOR SYMBOLGY LEGEND



REVISION	No.	DATE

PROJECT No:	77074
DATE:	DEC. 2016
DES.:	DMD
DR.:	JMH
CKD.:	DMD

WOOLPERT, INC  
343 FOUNTAINS PARKWAY,  
SUITE 100  
NORTHBROOK, ILL. 60062  
TEL: 618.632.7004  
FAX: 618.632.0100



**GATEWAY RV  
BUILDING ADDITION  
MALL STREET  
COLLINGSVILLE, ILLINOIS  
EXISTING CONDITIONS & DEMO PLAN**

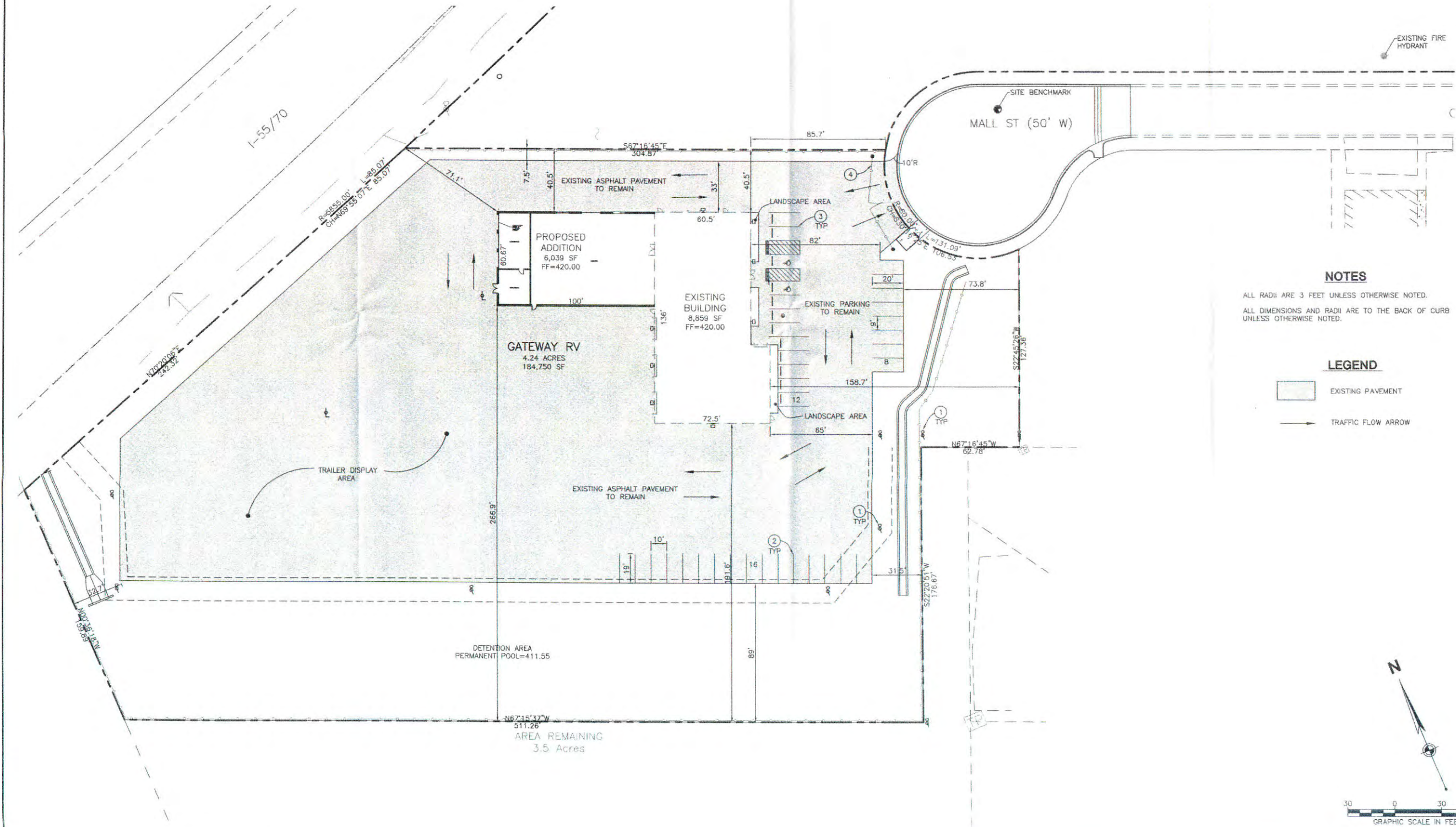
SHEET NO.  
**C100**



	PARKING DATA	
	EXISTING	PROPOSED
PARKING REQUIRED	= 26 SPACES	36 SPACES
PARKING PROVIDED	= 26 SPACES	36 SPACES
ADA ACCESSIBLE SPACES REQUIRED	= 2 SPACES	2 SPACES
ADA ACCESSIBLE SPACES PROVIDED	= 2 SPACES	2 SPACES

SITE DATA		
LEGAL DESCRIPTION:	PART OF SOUTH LINE SEC. 29, T. 3N., R. 8W., 3RD. P.M., COUNTY OF MADISON, ILLINOIS	
	EXISTING	PROPOSED
LOT SIZE	= 4.24 AC	4.24 AC
BUILDING SIZE	= 8,859 SF	14,859 SF
PAVEMENT AREA	= 119,668 SF	113,668 SF
LOT COVERAGE	= 69%	69%

- KEYED NOTES**
- ALL EXISTING PERIMETER POLE LIGHTING SHALL BE SHIELDED TO LIMIT FOOT-CANDLE LEVELS AT THE PROPERTY LINE TO WITHIN ORDINANCE REQUIREMENTS.
  - TYPICAL NEW PARKING SPACE: 10' X 19'.
  - TYPICAL EXISTING PARKING SPACE: 9' X 20'.
  - PROVIDE KNOX BOX FOR EMERGENCY ACCESS THROUGH EXISTING GATE. COORDINATE WITH COLLINSVILLE FIRE DEPARTMENT.

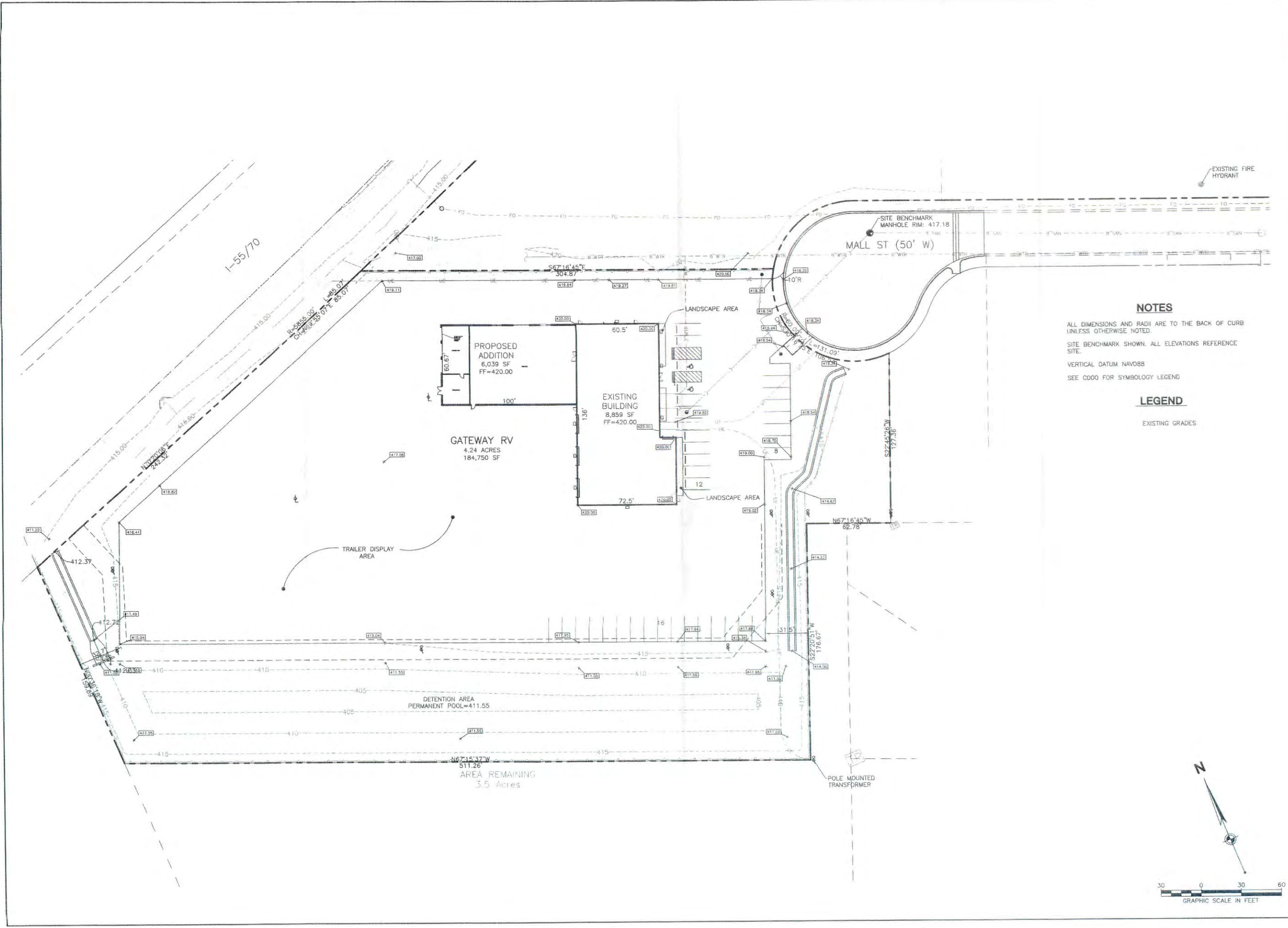


**NOTES**  
ALL RADII ARE 3 FEET UNLESS OTHERWISE NOTED.  
ALL DIMENSIONS AND RADII ARE TO THE BACK OF CURB UNLESS OTHERWISE NOTED.

- LEGEND**
- [Hatched Box] EXISTING PAVEMENT
  - [Arrow] TRAFFIC FLOW ARROW

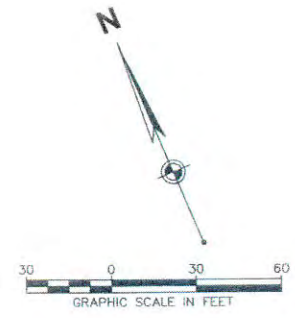
PROJECT No: 77074	REVISION	
	DATE	
DATE DEC. 2016		
DES. DMD		
DR. JMH		
CKD. DMD		
WOOLPERT, INC 343 FOUNTAINS PARKWAY, SUITE 100 FAIRVIEW HEIGHTS, IL 62208 TEL: 618.632.7004 FAX: 618.632.0100		
<b>WOOLPERT</b>		
<b>GATEWAY RV BUILDING ADDITION MALL STREET COLLINSVILLE, ILLINOIS</b>		
<b>SITE PLAN</b>		
SHEET NO.		
<b>C200</b>		





**NOTES**  
 ALL DIMENSIONS AND RADII ARE TO THE BACK OF CURB UNLESS OTHERWISE NOTED.  
 SITE BENCHMARK SHOWN. ALL ELEVATIONS REFERENCE SITE.  
 VERTICAL DATUM NAVD88  
 SEE C000 FOR SYMBOLGY LEGEND

**LEGEND**  
 EXISTING GRADES



No.	DATE	REVISION

PROJECT No: 77074	DATE DEC 2016
DES. DMD	DR. JMH
CKD. DMD	

WOOLPERT, INC  
 343 FOUNTAINS PARKWAY,  
 SUITE 100  
 FAIRVIEW HEIGHTS, IL 62208  
 TEL: 618.632.7004  
 FAX: 618.632.0100



**GATEWAY RV  
 BUILDING ADDITION  
 MALL STREET  
 COLLINSVILLE, ILLINOIS**

**GRADING & UTILITY PLAN**

SHEET NO.  
**C300**

12/29/16 REVISED PER CITY COMMENTS  
 12/01/16 UPDATED FOR BUILDING EXPANSION

**David Bookless**

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**From:** Joe Dale <[jdale@ddesignandplanning.com](mailto:jdale@ddesignandplanning.com)>  
**Sent:** Tuesday, January 10, 2017 1:51 PM  
**To:** Tracy Carlson; David Bookless  
**Cc:** Summit Electric; Stedman, Kelly  
**Subject:** Gateway RV

Please allow this email to confirm, pursuant to the discussion at our initial meeting at your office, that all the light standards will be directed downward facing (to address complaints about the existing lighting as it directs towards the interstate) and additional shielding will be installed for all lights that are not flat, i.e. dome.

I understand this will be a condition of the site plan approval.

Thank you.

**Joe A. Dale**

NCARB, LEED AP  
Architect

**Duggan Contracting**

1130 Midrivers Industrial Dr.

St. Peters, MO 63376

[jdale@ddesignandplanning.com](mailto:jdale@ddesignandplanning.com)

(office): 636-936-1566

(fax): 636-936-2511

(cell): 314-517-5101



GATEWAY RV REVENUE PROJECTIONS  
 BASED ON 09/28/16 FORECAST/BUSINESS PLAN

BASED ON 09/28/16  
 FORECAST/BUSINESS PLAN

2017	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
RV SALES	\$ 490,143	\$ 447,749	\$ 663,219	\$ 878,189	\$ 1,092,659	\$ 1,092,659	\$ 1,092,659	\$ 770,154	\$ 555,284	\$ 447,749	\$ 447,749	\$ 340,014	\$ 8,318,227
RV PARTS	\$ 18,000	\$ 22,500	\$ 31,500	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 28,800	\$ 25,200	\$ 22,500	\$ 22,500	\$ 18,000	\$ 333,000
POWER SPORT SALES	\$ 112,578	\$ 114,578	\$ 267,292	\$ 272,292	\$ 272,292	\$ 309,017	\$ 272,292	\$ 272,292	\$ 252,749	\$ 176,875	\$ 166,792	\$ 166,792	\$ 2,655,841
POWER SPORT PARTS	\$ 9,311	\$ 9,311	\$ 14,566	\$ 14,566	\$ 14,566	\$ 15,594	\$ 14,566	\$ 14,566	\$ 13,819	\$ 11,286	\$ 10,826	\$ 10,826	\$ 153,803
	<u>\$ 630,032</u>	<u>\$ 594,138</u>	<u>\$ 976,577</u>	<u>\$ 1,201,047</u>	<u>\$ 1,415,517</u>	<u>\$ 1,453,270</u>	<u>\$ 1,415,517</u>	<u>\$ 1,085,812</u>	<u>\$ 847,052</u>	<u>\$ 658,410</u>	<u>\$ 647,867</u>	<u>\$ 535,632</u>	<u>\$ 11,460,871</u>

**EXISTING SALES TAX:**

ST1 GENERAL 1%	\$ 268	\$ 312	\$ 451	\$ 496	\$ 496	\$ 506	\$ 496	\$ 425	\$ 382	\$ 331	\$ 327	\$ 282	\$ 4,771
556 GENERAL 1%	\$ 5,907	\$ 5,511	\$ 9,119	\$ 11,275	\$ 13,377	\$ 13,736	\$ 13,377	\$ 10,216	\$ 7,919	\$ 6,121	\$ 6,023	\$ 4,967	\$ 107,546
ST1 HOME RULE 1.25%	\$ 335	\$ 390	\$ 564	\$ 619	\$ 619	\$ 632	\$ 619	\$ 531	\$ 478	\$ 414	\$ 408	\$ 353	\$ 5,963
ST1 BUSINESS DISTRICT 1%	\$ 268	\$ 312	\$ 451	\$ 496	\$ 496	\$ 506	\$ 496	\$ 425	\$ 382	\$ 331	\$ 327	\$ 282	\$ 4,771
	<u>\$ 6,777</u>	<u>\$ 6,524</u>	<u>\$ 10,586</u>	<u>\$ 12,885</u>	<u>\$ 14,492</u>	<u>\$ 15,380</u>	<u>\$ 14,987</u>	<u>\$ 11,597</u>	<u>\$ 9,161</u>	<u>\$ 7,197</u>	<u>\$ 7,084</u>	<u>\$ 5,885</u>	<u>\$ 123,051</u>