

# **City of Collinsville**

125 S. Center Street  
Collinsville, IL 62234



## **Regular Meeting Agenda**

**Monday, July 24, 2017**

**7:00 PM**

**Council Chambers**

### **City Council**

**Councilman Jeff Stehman**

**Councilman Cheryl Brombolich**

**Councilman Donna Green**

**Councilman David Jerome**

**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**

1. Presentation of the July 2017 Yard of the Month Award to Steve and Connie Garland of 210 Keeneland

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

**F. BUSINESS PRIOR TO PUBLIC INPUT**

1. Ordinance Amending the Collinsville Municipal Code, Title 17, Zoning (Definitions, Site Plan Review)

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

**G. COUNCIL DISCUSSION**

1. Positional Classifications and Salary Ranges

**Attachments:** [Agenda Item Report](#)  
[Exhibit A Salary Ranges](#)

2. 2012 Building Code Update

Northeast Business District Sign Grant Application for Orchard Shell

**Attachments:** [Agenda Item Report](#)  
[NEBD Sign Grant Application](#)  
[Bids and Architectural Plans](#)  
[Approved Sign Permit Application](#)

**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 July 14, 2017 in the Amount of \$556,911.27

**Attachments:** [Agenda Item Report](#)  
[Board List 07-07-17](#)  
[Board List 07-14-17](#)

2. Motion to Approve Payroll for the Period Ending June 30, 2017 in the Amount of \$524,474.95

**Attachments:** [Agenda Item Report](#)  
[Board List 06-30-17](#)

3. Motion to Approve Minutes of the July 10, 2017 Meeting

**Attachments:** [Agenda Item Report](#)  
[071017RegMtg.pdf](#)

4. Resolution Reappointing Member of the Collinsville Economic Development Commission (Kai Redmon)

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

5. Ordinance to Vacate the Quitclaiming and Vacating of Utility Easements at Woodland Park Apartments

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Exhibit 1 - Easement Vacation](#)  
[Exhibit 2 - Easement Vacation](#)

**M. NEW BUSINESS**

1. Ordinance Accepting an Illinois Workers' Compensation Commission Settlement Contract Lump Sum Petition and Order  
**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Settlement Contract](#)
2. Ordinance Declaring Personal Property Owned by the City as Surplus and Authorizing the Sale of Personal Property (2002 John Deere 6120 Tractor with Boom Mower Attachment)  
**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)
3. Ordinance Authorizing the Purchase of a 2017 Ford F-250 4x4 Crew Cab from Landmark Ford in the Amount of \$29,521 (Water Lines)  
**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Landmark Ford Quote](#)
4. Ordinance Authorizing the Purchase of a 2017 Ford F-250 from Landmark Ford in the Amount of \$27,761 (Animal Control)  
**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Larkmark Ford Quote](#)
5. Ordinance Amending the Collinsville Municipal Code, Title 13, with Regards to the Owner and Several Liabilities for Unpaid Utility Accounts  
**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Water Account by Owner Information](#)

**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.



## CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |  |
|-------------------------|--|
| MEETING DATE:           | July 24, 2017  |
| TITLE:                  | Presentation of the July 2017 Yard of the Month Award to Steve and Connie Garland of 210 Keeneland |
| DEPARTMENT:             | Administration   |
| PROJECT MANAGER:        | Community Appearance Board and Kim Wasser  |
| REQUESTED ACTION:       | Presentation   |
| STRATEGIC PLAN GOAL(S): | Goal #1 – Preferred to Place to Live, Goal #5 – Community Engagement and Communication             |
| ATTACHMENTS:            | None   |

### EXECUTIVE SUMMARY:

The Collinsville Community Appearance Board hosts the Yard of the Month program during the months of May through September. The Board honors 2 residents, winner and runner-up, during the program months. The winner receives a plaque and gift certificate to Creekside Nursery.

### BACKGROUND & HISTORY:

The Collinsville Community Appearance Board was formed in 1991 and tasked with exploring projects that would enhance the beautification of the City, recognizing areas in need of maintenance and improvement within the City, and working with City leaders to maintain green areas in major thoroughfares in the City.

### STAFF REVIEW & ANALYSIS:

The CAB received 6 yard nominations during the month of July. The Board recessed during their July 12 meeting to view the nominated yards. The yards are judged on a 4 point scale on the following criteria: Yard Maintenance – lawn condition, trees/shrubs, healthy plants and flowers as well as Landscape Design – use of colors and textures, creativity and curb appeal.

The 2<sup>nd</sup> place winner of the Yard of the Month for July 2017 is Tony and Jan Hayden of 11 Grandbrook.

Both award winners are to be commended for their dedication and contributions to the beautification of the City of Collinsville.

### FINANCIAL IMPACT:

N/A

### ALTERNATIVES:

N/A

PROS & CONS:

Pros: Incentive and recognition to the residents of Collinsville for taking pride in their yards and improving the overall appearance of the City.

Cons: None.

RECOMMENDATION:

Presentation of the July 2017 Yard of the Month plaque and gift card to Steve and Connie Garland of 210 Keeneland by Mayor Miller.

CONCLUSION:

The monthly winner will be entered into the 2017 Yard of the Year contest. Judging is based on the overall number of votes by citizens.



# CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |   |
|-------------------------|---|
| MEETING DATE:           | July 24, 2017   |
| TITLE:                  | Ordinance Amending the Collinsville Municipal Code, Title 17 Zoning (Definitions, Site Plan Review) |
| DEPARTMENT:             | Community Development   |
| PROJECT MANAGER:        | David Bookless, Director of Community Development   |
| REQUESTED ACTION:       | Approve Ordinance   |
| STRATEGIC PLAN GOAL(S): | Goal #1 Preferred Place to Live, and goal #4 Strong & Diverse Economy                               |
| ATTACHMENTS:            | Ordinance, Staff Report   |

## EXECUTIVE SUMMARY:

A city-initiated request to modify definitions and regulations contained in the Collinsville Zoning Ordinance related to the site plan review process.

## BACKGROUND & HISTORY:

The City's Zoning Ordinance (Ord. #3333) was adopted by the City Council on January 27, 2003. A number of amendments have been approved since that time with the most recent being on March 23, 2017. Even the best ordinances become out of date. Periodic revision is essential if the ordinances are to establish and maintain a rational land use pattern. Changes, however, should not be made in an arbitrary manner. Significant updates to the Zoning and Subdivision Ordinances are best undertaken following an update of the Comprehensive Plan. The rationale for this approach is that the Ordinances are the implementation tools of the Plan and should reflect its goals and policies. Nevertheless, clarification of information contained in the Zoning Ordinance may be appropriate at any time.

A major update to the Comprehensive Plan is anticipated to be completed this year, and a significant update of the Zoning Ordinances that may include significant policy or regulatory changes would likely follow. However, the purpose of this request is to provide clarification and consistency in interpretations of the Zoning Ordinance.

## STAFF REVIEW & ANALYSIS:

The Zoning Ordinance recognizes the importance to the public health, safety and welfare, the safe movement of traffic, the retention of value of improvements upon the land, the conservation of natural resources and that site improvements will be constructed to advance those and other public interests. To that end, site plan review is intended to ensure that the character and objectives of a proposed development are presented in adequate detail for the reviewers to evaluate the effect it will have upon the community and the public interest.

The Zoning Ordinance currently contains definitions of site plans, identifies when such plans are required, procedures for their review, required information on such plans, and review criteria. However, there has been some confusion in the development community about the meaning and applicability of terminology relating to the various types of plans required at each step in the review process, which information requirements apply at each step, etc.

At the direction of the Planning Commission, Staff has researched the issue how other communities define and conduct site plan review, analyzed the issues, and is proposing a number of changes to terminology and applicability that are intended to bring clarification and increased efficiency to the site plan review process.

**FINANCIAL IMPACT:**

While not necessarily quantifiable, there is a reasonable expectation that the proposed changes will result in savings to the applicant, as well as the City, relating to procedural clarifications intended to make the process more efficient (e.g. reducing the number of plan resubmittals and Staff reviews).

**ALTERNATIVES:**

Short of a full re-write of the Zoning Ordinance, the other alternative to the proposed modification would be to make no changes to the Zoning Ordinance.

**PROS & CONS:**

Staff, the Planning Commission, and the development community are in agreement that modifications are necessary to improve the process for all involved. The disadvantage to the "no change" alternative is that as those unfamiliar with the process approach the City for Site Plan review there may continue to be confusion as to what is required of the applicant leading to unnecessary delays, multiple plan submittals and reviews, etc.

**CONCLUSION:**

The proposed changes to the Zoning Ordinance being recommended by the Planning Commission should bring clarification and increased efficiency to the site plan review process.

**RECOMMENDATION:**

The Planning Commission unanimously recommends approval of the draft ordinance with the support of the Director of Community Development.

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

AMENDING THE COLLINSVILLE MUNICIPAL CODE,  
TITLE 17, ZONING  
(Definitions, Site Plan Review)

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BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLINSVILLE as follows:

**Section 1:** That the Collinsville Municipal Code Title 17 (Zoning), Section 17.020.020, *Definitions*, shall be amended by adding the following definitions:

Civil Construction Plan - an engineered drawing and support documentation containing all information required for the site plan, locations, standard details, and specifications for the construction of all private infrastructure, and for the construction of required utilities or other public improvements where there has been no subdivision of land and/or improvement plans as required per Chapter 16.12, The Subdivision Process, of the Land Subdivision Control Regulations of Collinsville, Madison and St. Clair Counties, Illinois; and shall be subject to all the requirements contained therein.

Outlot, residential (Common land) - the land set aside for open space including stormwater, retention lakes, ponding or recreational use for the owners of residential lots in a subdivision as further delineated in Title 16, Subdivisions, of the Municipal Code of Ordinances.

Plot Plan - an engineered drawing that may be submitted in lieu of site plan for the construction, or improvements of a single-family detached structure. At a minimum, a plot plan shall depict all proposed improvements to the site, limits of the parcel, building setbacks and all existing uses located on the site.

Site Plan - an architectural plan, landscape architecture document, and detailed engineering drawings delineating existing and proposed improvements and uses for a parcel or group of parcels of land that includes all applicable existing and proposed features as required herein. Any required Preliminary Plat, Public Improvement Plan, Final Plat, or Civil Construction Plan shall substantially conform to the approved Site Plan.

**Section 2:** That the title of Section 17.120 shall read “~~Site~~ Plan Review”, and the following shall be added to Subsection 17.120.010, *Intent*:

- F. Consistency with the Comprehensive Plan, Zoning Ordinance, and the Municipal Code of ordinances.
- G. Impact on existing City infrastructure and public improvements. The proposed development shall not result in undue or unnecessary burdens on the City’s existing infrastructure unless arrangements are made to mitigate such impacts.

**Section 3:** That Section 17.120.020 shall be deleted in its entirety and reserved for future use.

**Section 4:** That Section 17.120.030, *Site Plan, When Required*, shall be amended as follows:

- A. A ~~final~~ site plan for the use or development of property must be approved by the City prior to any of the following events:

1. The grading of any site for development, unless so authorized by the City, or the issuance of any building permit for the construction of any principal structure other than a single-family ~~dwelling detached structure~~.
  2. A change in the principal or accessory use of a property, ~~or a change in any accessory use of a property~~ that results in additional parking requirements or other site requirements not reflected on any existing approved site plan as determined by the Director of Community Development.
  3. The redevelopment or expansion of a principal structure that enlarges the size of the original structure by more than twenty-five (25) percent.
  4. Any development within the City's "R-4" Manufactured Home District or within the City's Planned Districts, unless otherwise authorized by the City.
  5. ~~Conversion of a single family dwelling to a two family dwelling or more, unless otherwise authorized by the City. (Note: Single family dwelling conversions shall be subject to administrative site plan review, however, the Community Development Director may forward the review to the Planning Commission for review/approval if desired.)~~ As otherwise required in Title 17, Zoning, including but not limited to requirements contained in Sec. 17.040, Zoning District Regulations, Sec. 17.050, Use Regulations, Sec. 17.060, Supplementary District Regulations, Sec. 17.070, Off-Street Parking/Loading Regulations, Sec. 17.100, Special Use Permits, and Sec. 17.110, Planned Use Procedures.
- B. Exceptions. A site plan, as defined in Section 17.120.020, shall not be required in the following situations:
1. When the Director grants an exemption pursuant to Subsection C of this section;
  2. The construction of a single-family residential detached dwelling ~~or a duplex~~, including associated garages. ~~(This section does not apply to single family dwellings converted to two family dwellings or exempt residential development from application of a Sketch Plan (see Section 17.120.20).~~
  - ~~3. A site plan satisfying all requirements for a site plan has been approved pursuant to a planned or special use procedure.~~
  3. Construction of a commercial structure or addition not exceeding five hundred (500) square feet.
- C. The Community Development Director may waive the requirement that a site plan be submitted when the applicant demonstrates to the Director one of the following:
1. That the proposed development, issuance of a certificate of occupancy, or change in the principal use of property will have no detrimental impact on adjoining property or otherwise would clearly comply with all regulations of the City without review of the plan and thereby eliminating the necessity for the establishment of or revision to a site plan; or

2. That the proposed development will conform in every respect to a site plan previously approved for the same property.

**Section 5:** That Section 17.120.040, Site Plan Review Procedures, shall be amended as follows:

Site plan review shall be conducted by City staff, however, the City may require, at the expense of the petitioner, site plan reviews conducted by the City's consultant or other professionals.

- A. Any person required to submit a site plan shall initially ~~file the appropriate number of copies and a digital version of the file~~ **file the appropriate number of copies and a digital version of the** ~~seven (7) copies of the Application for site plan review~~ with the Community Development Director, ~~upon~~ **with completed** application forms furnished by the City and pay any required filing fee in accordance with ~~Section 17.180 "Fee Schedule."~~ **Title 4 Fees.**
- ~~B. The Community Development Director shall retain one (1) copy of the application for his file, forward one (1) copy to the Building Inspector, one (1) copy to the Fire Chief, one (1) copy to the City Engineer, and transmit the remaining copies to the Planning Commission.~~
- ~~B.~~**C.** The site plan review shall be completed by the Community Development Director and all applicable Department heads and agencies within thirty (30) days of the date of filing. ~~The Community Development Director shall provide the applicant with a comment letter delineating all plan deficiencies that need to be addressed prior to proceeding to the Planning Commission. The applicant shall resubmit a revised plan addressing identified deficiencies. When the Community Development Director determines the plan sufficient for Planning Commission review, he~~ ~~the Community Development Director~~ shall prepare a staff report ~~for all permitted, special and planned uses~~ that provides an overview of the project's level of compliance with the Comprehensive Plan, the applicable review criteria set forth herein, the requirements of this title, and the input of appropriate City Departments and other associated jurisdictions and agencies. The staff report shall contain a written recommendation of approval, ~~or~~ approval with specific conditions, or disapproval, made to the Planning Commission for ~~final~~ **its** approval. A copy of the written recommendation shall be provided to the applicant.
- ~~C.D. Upon notification by the Community Development Director, the petitioner shall submit at least twenty (20) copies of the site plan application and all other required exhibits fourteen (14) days prior to the scheduled Planning Commission's meeting. The Community Development Director shall provide written notification to the applicant of the Planning Commission's decision either issue an approval certificate or written disapproval with specific reasons for disapproval within seven (7) days of such decision the receipt of the Planning Commission's decision and mail a copy thereof to the applicant.~~
- ~~D.E.~~ The applicant may appeal any written disapproval to the City Council by written notice of appeal, citing reasons for the appeal, delivered to the City Council within fifteen (15) days of the mailing of the written disapproval. The City Council shall examine the record and decide the appeal within thirty (30) days with or without additional input or

argument, and notify the applicant of the appeal decision within seven (7) days of the City Council decision. The appeal decision shall be considered to be a final order under the Illinois Administrative Review Act, subject to judicial review thereunder.

E.F. The City Council shall be vested the power of review of any decision made by the Planning Commission on any site plan review application.

F.G. Building permits shall not be issued for any use of land or proposed construction on a lot in the zoning districts in which site plan review is applicable, unless site plan review approval has been granted.

**Section 6:** That Section 17.120.050, *Application*, shall be amended as follows:

Each application for site plan approval shall be submitted to the City signed by the owner of record or his agent accompanied by the appropriate number of copies and a digital version of the site plan in a format compatible with the City's software. Additional submittal requirements that shall accompany a site plan where applicable, shall include, but ~~is~~ are not limited to:

**Section 7:** That the following shall be added to Section 17.120.060, *Submission Requirements*:

X. Required plan elements may be waived at the discretion of the Director of Community Development.

**Section 8:** That Section 17.120.090, *Revised Site Plans* shall be amended as follows:

**Section. 17.120.090. - ~~Revised~~ Amended Site Plans.**

Once a ~~preliminary-development~~ site plan has been approved, changes in the ~~preliminary development site~~ plan shall be made only after approval ~~of revised preliminary development plan~~ by the City.

**Section 9:** That section 17.120.100, *Procedure for Revised Site Plan Applications* shall be amended as follows:

**Section. 17.120.100. - Procedure for ~~Revised~~ Amended Site Plan Applications.**

When an application for ~~a revised~~ an amended site plan is filed, the Community Development Director shall determine whether the ~~revised~~ amended site plan involves substantial or minor changes, ~~minor changes, or reconfiguration of building locations~~, and shall notify the applicant within seven (7) working days of the nature of the requested changes and of the procedure that applies to consideration of the application for ~~a revised~~ an amended ~~preliminary-development~~ site plan. The determination of the Community Development Director may be appealed to the City Council, whose decision shall be final.

**Section 10:** That Section 17.120.120, *Minor Changes* shall be amended as follows:

Minor changes, as defined in this section, to the approved site plan shall be approved by the Community Development Director provided no more than two (2) amended site plans shall be approved that involve minor changes. ~~If the application for a revised site plan involves only reconfiguration of building locations and does not involve either minor changes or substantial changes, as defined in this section, the Community Development Director shall review the application and approve the application if the reconfiguration of building locations complies with the following standards:~~

- ~~A. The revised plan does not alter the density and intensity of uses, increase the total floor area of all nonresidential buildings, increase the lot coverage, increase the height of any buildings, change the architectural style of the project or buildings, change ownership patterns or stages of construction, decrease the setbacks, decrease the open space of the development, or modify or remove conditions of the approved preliminary development plan; and~~
- ~~B. The revised plan does not alter the external circulation patterns and does not alter the ingress and egress on the property;~~
- ~~C. Limitation on Revised Development Plans. No more than two (2) revised site plans shall be approved that involve either minor changes or a reconfiguration of the building locations.~~

**Section 11:** That Section 17.120.130, *Definition of Substantial Changes* shall be amended as follows:

For purposes of this Section 17.120, "substantial changes" to the approved ~~preliminary development-site~~ plan shall mean any of the following:

- A. A change in the number or sequence of phases, if any;
- B. Increases in the density or intensity of residential uses **greater than or equal to** ~~or more than~~ five (5) percent;
- C. Increases in the total floor area of all nonresidential buildings covered by the plan **greater than or equal to** ~~or more than~~ ten (10) percent;
- D. Increases of lot coverage **more greater than or equal to** five (5) percent;
- E. Increases in the height of any building **greater than or equal to** ~~or more than~~ ten (10) percent;
- F. ~~Changes of architectural style that will make the project less compatible with neighboring uses~~ **Changes to construction material, color palette, or architectural style as determined by the Director of Community Development;**
- G. Changes in ownership patterns or stages of construction that will lead to a different development concept;
- H. Changes in ownership patterns or stages of construction that will impose substantially greater loads on streets and other public facilities;
- I. Decreases of any setback **greater than or equal to** ~~or more than five (5) percent~~ **5 feet or 10 percent, whichever is less;**
- J. Decreases of areas devoted to open space **greater than or equal to** ~~or more than~~ five (5) percent, or the substantial relocation of such areas;
- K. Changes **to the ingress/egress to property or** of traffic or circulation patterns that will affect traffic outside of the project boundaries;
- L. Modification or removal of conditions to the site plan approval;
- M. Changes to the water or sanitary sewer plans that impact these utilities outside the project boundaries.

**Section 12:** That Section 17.120.150, *Definition of Minor Changes*, is amended as follows:

For purposes of this Section 17.120, "minor changes" to the approved site plan shall mean all changes that are not "substantial" including but not limited to any of the following:

- A. Increases in density or intensity of residential uses ~~between zero (0) and~~ that are less than five (5) percent;
- B. Increases in the total floor area of all nonresidential buildings covered by the plan ~~between zero (0) and~~ that are less than ten (10) percent;
- C. Increases of lot coverage ~~between zero (0) and~~ that are less than five (5) percent;
- D. Increases in the height of any building ~~between zero (0) and~~ that are less than ten (10) percent;
- E. Decreases of any ~~peripheral~~ setback ~~between zero (0) and five (5)~~ that are less than ten (10) percent or five (5) feet, whichever is the smaller distance;
- F. Decreases of areas devoted to open space ~~between zero (0) and~~ that are less than five (5) percent.
- G. Reconfiguration of building locations provided the following:
  - 1. The reconfiguration does not substantially increase the density or intensity of uses, increase the total floor area of all nonresidential buildings, increase the lot coverage, increase the height of any buildings, change the architectural style of the project or buildings, change ownership patterns or stages of construction, decrease the setbacks, decrease the open space of the development, or modify or remove conditions of the approved site plan; and
  - 2. The reconfiguration does not substantially alter the circulation patterns external to the site and/or the ingress and egress on the property;

**Section 13:** That the following Sections shall be added:

**Section 17.120.140 - Civil Construction Plans; When Required.**

- A. Civil construction plans must be approved by the Director of Community Development, or his designee, prior to the issuance of grading, clearing or any other construction permits for any proposed development other than a detached single-family dwelling.

**Section 17.120.150 - Civil Construction Plans; Review Procedures.**

- B. Civil construction plan review shall be conducted by City staff, however, the City may require, at the expense of the petitioner, reviews conducted by the City's consultant or other professionals.
- C. Any person required to submit a civil construction plan shall file six (6) copies of the plan with the Community Development Director, with completed application forms furnished by the City, and pay any required filing fee in accordance with Title 4 "Fees."

**Section 17.120.160 - Civil Construction Plans; Submission Requirements.**

The civil construction plan submittal shall include all information required for, and conforming to, the approved site plan except for minor modifications due to engineering calculations as authorized by the Director of Community Development, and the following on separate sheets as appropriate:

- A. The location, standard details, and specifications for all existing and proposed private infrastructure, and for the construction of required utilities or other public improvements where there has been no subdivision of land and/or improvement plans per Chapter 16.12, The Subdivision Process, of the Land Subdivision Control Regulations of

Collinsville, Madison and St. Clair Counties, Illinois, including, but not limited to:

1. Sewage system;
  2. Water supply system;
  3. Telephone, cable and electrical systems;
  4. Storm drainage system including existing and proposed drain lines;
  5. Culverts, catch basins, head walls, end walls, hydrants, manholes, and drainage swells.
  6. Streets, right-of-ways, alleys, sidewalks, and other paved surfaces.
- B. Plans to prevent the pollution of surface water or groundwater, erosion of soil both during and after construction, excessive run-off, excessive raising or lowering of the water table, and flooding of other properties, as applicable.
- C. Existing topography and finished grade line elevations at 2-foot contour intervals as well as the proposed finished floor elevation for all structures referenced to the National Geodetic Vertical Datum of 1929 or 1982. Said reference and benchmark shall be clearly stated on any plans or drawings showing such datum;
- D. If any portion of the parcel is within the 100-year floodplain, the area shall be shown, with base flood elevations; and the developer shall present plans for meeting Federal Emergency Management Agency (FEMA) requirements;
- E. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract;
- F. Locations, dimensions and purposes of any locatable, easements including the easement statements defining the use and rights conveyed with each type of easement;
- G. Location and purposes of any sites, other than private lots, which are dedicated or reserved;
- H. Location, dimension and area of all parcels reserved or used for green space or public space, and their intended use;
- I. Applicable 100-year flood elevations as determined by FEMA or as determined by the highest applicable downstream culvert, roadway or other drainage way overflow elevation and the lowest allowable finished floor elevations for all lots subject to said flood elevations along with references to the nearest established USGS, FEMA or published benchmark;
- J. A statement that the City, by approving the drainage plans or by requiring certain standards with respect to drainage, accepts no responsibility for damages caused by the drainage or drainage facilities, to the owners or occupants of real estate affected, nor does the City guarantee that the improvements or changes in drainage will not cause damage to the owners or occupants of real estate affected, nor does the City accept drainage facilities or improvements for maintenance. The responsibility for change in drainage and for the maintenance of drainage facilities or improvements remains that of the developer, subdivider or landowner or occupant;
- K. Street and other public right-of-way lines with accurate dimensions, angles or bearings and curve data including radii, arcs or chords, points of tangency, and central angles;
- L. Street names, right-of-way widths and other pertinent data;

M. Application for land disturbance (grading) permit.

N. Required plan elements may be waived at the discretion of the Director of Community Development.

**Section 14:** That any other section, page or reference throughout the zoning code that is affected by the amendment(s) described herein is amended as necessary.

**Section 15:** This Ordinance shall become effective upon its passage and publication by the City Clerk.

PASSED by the City Council on \_\_\_\_\_, 2017.

Ayes:

Nays:

Absent:

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

\_\_\_\_\_  
John Miller, Mayor

ATTEST:

\_\_\_\_\_  
Kimberly Wasser, City Clerk



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## STAFF REPORT TO THE PLANNING COMMISSION

### CITY OF COLLINSVILLE

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APPLICATION NUMBERS: **17-PZ-06-015**

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APPLICATION NAME: **ZONING ORDINANCE AMENDMENTS - SITE PLANS**

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APPLICANT NAME: **City of Collinsville**

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APPLICANT'S REQUEST(S): **A city-initiated request to modify definitions and regulations contained in the Collinsville Zoning Ordinance related to the site plan review process.**

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PUBLIC HEARING OPENED: **July 13, 2017**

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CASE MANAGER: **David B. Bookless, AICP**

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RECOMMENDATION: **APPROVAL**

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## STAFF REPORT TO THE PLANNING COMMISSION

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#### BACKGROUND

The City's Zoning Ordinance (Ord. #3333) was adopted by the City Council on January 27, 2003. A number of amendments have been approved since that time with the most recent being on March 23, 2017. Even the best ordinances become out of date. Periodic revision is essential if the ordinances are to establish and maintain a rational land use pattern. Changes, however, should not be made in an arbitrary manner. Significant updates to the Zoning and Subdivision Ordinances are best undertaken following an update of the Comprehensive Plan. The rationale for this approach is that the Ordinances are the implementation tools of the Plan and should reflect its goals and policies. Nevertheless, clarification of information contained in the Zoning Ordinance may be appropriate at any time. Occasionally, unforeseen issues may need to be addressed on an ad hoc basis (e.g. regulation of contentious uses).

A major update to the Comprehensive Plan is anticipated to be completed this year, and a significant update of the Zoning Ordinances that may include significant policy or regulatory changes would likely follow. However, the purpose of this request is to provide clarification and consistency in interpretations of the Zoning Ordinance.

#### DISCUSSION/ANALYSIS

##### **PURPOSE AND INTENT OF THE ZONING ORDINANCE**

###### ***Sec. 17.010.020. - Intent.***

*These regulations, which are an update to the City of Collinsville Zoning Ordinance, are intended to serve the following purposes:*

- 1. To promote the health, safety, quality of life, comfort and general welfare of the City and its planning area, which includes the area within the City corporate limits and unincorporated territory lying outside the City forming the total community of which Collinsville is a part;*
- 2. To preserve and protect property values throughout the City and its planning area;*
- 3. To restrict and regulate the height, number of stories, and size of structures; the percentage of lot coverage; the size of yards, courts, and other open spaces; and the density of population;*
- 4. To divide the City and its planning area into zones and districts;*
- 5. To regulate and restrict the location and use of structures and land within each district or zone;*
- 6. To provide adequate light, air, privacy and safe convenient access to property;*
- 7. To lessen or avoid congestion in public streets and rights-of-way;*

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8. *To provide for the elimination of incompatible and nonconforming uses of land, buildings and structures which are adversely affecting the character of desirable development in each district; and*
9. *To serve as a tool in the implementation of the Comprehensive Plan.*

### **BACKGROUND**

The Zoning Ordinance recognizes the importance to the public health, safety and welfare, the safe movement of traffic, the retention of value of improvements upon the land, the conservation of natural resources and that site improvements will be constructed to advance those and other public interests. To that end, site plan review is intended to ensure that the character and objectives of a proposed development are presented in adequate detail for the reviewers to evaluate the effect it will have upon the community and the public interest.

The Zoning Ordinance currently contains definitions of site plans, identifies when such plans are required, procedures for their review, required information on such plans, and review criteria. However, there has been some confusion in the development community about the meaning and applicability of terminology relating to the various types of plans required at each step in the review process, which information requirements apply at each step, etc.

At the direction of the Planning Commission, Staff has researched the issue how other communities define and conduct site plan review, analyzed the issues, and is proposing a number of changes to terminology and applicability that are intended to bring clarification and increased efficiency to the site plan review process.

### **ANALYSIS OF CURRENT REGULATIONS**

*Current regulations are contained within Section 17.120, Site Plan Review, of the Zoning Ordinance (City of Collinsville Municipal Code of Ordinances Title 17: Zoning).*

Confusion arises due to the use of terminology in an ambiguous and inconsistent way. The Code as drafted by the City's consultant in 2009, often uses terminology in a manner that is not consistent with industry standards and can be unclear in their application.

The ordinance utilizes the terms *preliminary site plan* and *concept plan*, interchangeably, to refer to a plan, typically on one page, showing the uses and structures on a tract of land, including a number of applicable site features to be reviewed and approved by the Planning Commission. The use of either term is acceptable, as would the simple designation of *site plan*, however, the use of multiple terms may be confusing.

In local government and the civil engineering fields, "improvement plans" generally refer to



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multi-page plans, profiles, cross sections, and other required details for the construction of *public improvements* (i.e. public streets, sewers, and other infrastructure) in accordance with an approved preliminary plat and in compliance with standards of design and construction contained in the Subdivision Ordinance. And in fact, the City of Collinsville Subdivision Ordinance defines the term that way. However, the Zoning Ordinance utilizes the term to mean a detailed, multi-page "civil engineering plan", presumably reviewed by Staff, that conforms to the preliminary site plan.

The review procedures and information required for the various types of plan is unclear. No differentiation is made between plan types, and therefore it could be interpreted that the detail necessary for the civil engineering plan should be included on the site plan. The information shown on a civil engineering plan is for the use of Staff to ensure City engineering standards are being met, but makes the review of the layout of the site, and how a proposed development will function, exceedingly difficult for non-engineering professionals

#### **PROPOSED TEXT AMENDMENTS TO THE ZONING ORDINANCE**

Black Text = Existing language (No changes)

~~Red Crossed-Out Text~~ = Deleted language

Blue Underlined Text = Added language

#### ***Section 17.020.020.—Definitions.***

*Civil Construction Plan means an engineered drawing and support documentation containing all information required for the site plan, locations, standard details, and specifications for the construction of all private infrastructure, and for the construction of required utilities or other public improvements where there has been no subdivision of land and/or improvement plans as required per Chapter 16.12, The Subdivision Process, of the Land Subdivision Control Regulations of Collinsville, Madison and St. Clair Counties, Illinois; and shall be subject to all the requirements contained therein.*

*Outlot, residential (Common land) means the land set aside for open space including stormwater, retention lakes, ponding or recreational use for the owners of residential lots in a subdivision as further delineated in Title 16, Subdivisions, of the Municipal Code of Ordinances.*

*Plot Plan means an engineered drawing that may be submitted in lieu of site plan for the construction, or improvements of a single-family detached structure. At a minimum, a plot plan shall depict all proposed improvements to the site, limits of the parcel, building setbacks and all existing uses located on the site.*

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Site Plan means an architectural plan, landscape architecture document, and detailed engineering drawings delineating existing and proposed improvements and uses for a parcel or group of parcels of land that includes all applicable existing and proposed features as required herein. Any required Preliminary Plat, Public Improvement Plan, Final Plat, or Civil Construction Plan shall substantially conform to the approved Site Plan.

### **Section 17.120 - ~~SITE~~ PLAN REVIEW**

#### **Sec. 17.120.010. - Intent.**

*This title recognizes the importance to the public health, safety and welfare, the safe movement of traffic, the retention of value of improvements upon the land, the conservation of natural resources and that site improvements will be constructed to advance those and other public interests. The site plan shall demonstrate to the site plan reviewing entity or entities the character and objectives of the proposed development in adequate detail for the reviewers to evaluate the effect it will have upon the community and the public interest. The site plan review regulates the development of structures and sites in a manner that considers the following concerns:*

- A. The balancing of landowners' rights to use their land, with the corresponding rights of abutting and neighboring landowners to live without undue disturbances (e.g., noise, smoke, fumes, dust, odor, glare, stormwater runoff, etc.);*
- B. The convenience and safety of vehicular and pedestrian movement within the site, and in relation to adjacent areas or roads;*
- C. The adequacy of waste disposal methods and protection from pollution of surface water or groundwater;*
- D. The protection of historic and natural environmental features on the site under review, and in adjacent areas; and*
- E. The stability of the built environment, particularly residential neighborhoods, by promoting urban development that is compatible with clearly identified natural resources.*
- F. Consistency with the comprehensive plan, zoning ordinance, and the municipal code of ordinances.*
- G. Impact on existing city infrastructure and public improvements. The proposed development shall not result in undue or unnecessary burdens on the city's existing infrastructure unless arrangements are made to mitigate such impacts.*



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#### Sec. 17.120.020. - ~~Site plan defined (preliminary and final).~~ Reserved.

- ~~A. Preliminary site plan (concept plan). A preliminary site plan is a plan, to scale, prepared by a certified engineer, showing uses and structures proposed for a parcel of land and all applicable existing site features as required by herein.~~
- ~~B. Final site plan (improvement plans). A final site plan is a plan, to scale, prepared by a certified engineer providing all information required for a preliminary site plan, public improvements and all requirements herein. Final site plan approval is required prior to grading, clearing or any other construction permits for any proposed planned, special and applicable permitted use developments.~~
- ~~C. Sketch plan. A sketch plan is a requirement in lieu of a preliminary site plan and final site plan for the construction, or improvements of a single-family detached structure or a duplex. At a minimum, a sketch plan shall depict all proposed improvements to the site, limits of the parcel, building setbacks and all existing uses located on the site.~~

#### Sec. 17.120.030. - **Site plan; when required.**

- A. A ~~final~~ site plan for the use or development of property must be approved by the City prior to any of the following events:
1. The grading of any site for development, unless so authorized by the City, or the issuance of any building permit for the construction of any principal structure other than a single-family ~~dwelling~~ detached structure.
  2. A change in the principal or accessory use of a property, ~~or a change in any accessory use of a property~~ that results in additional parking requirements or other site requirements not reflected on any existing approved site plan as determined by the Director of Community Development.
  3. The redevelopment or expansion of a principal structure that enlarges the size of the original structure by more than twenty-five (25) percent.
  4. Any development within the City's "R-4" Manufactured Home District or within the City's Planned Districts, unless otherwise authorized by the City.
  5. ~~Conversion of a single-family dwelling to a two-family dwelling or more, unless otherwise authorized by the City. (Note: Single-family dwelling conversions shall be subject to administrative site plan review, however, the Community Development Director may forward the review to the Planning Commission for review/approval if desired.)~~ As otherwise required in Title 17, Zoning, including but not limited to

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requirements contained in Sec. 17.040, Zoning District Regulations, Sec. 17.050, Use Regulations, Sec. 17.060, Supplementary District Regulations, Sec. 17.070, Off-Street Parking/Loading Regulations, Sec. 17.100, Special Use Permits, and Sec. 17.110, Planned Use Procedures.

B. Exceptions. A site plan, as defined in Section 17.120.020, shall not be required in the following situations:

1. When the Director grants an exemption pursuant to Subsection C of this section;
2. The construction of a single-family residential detached dwelling ~~or a duplex~~, including associated garages. ~~(This section does not apply to single-family dwellings converted to two-family dwellings or exempt residential development from application of a Sketch Plan (see Section 17.120.20).)~~
- ~~3. A site plan satisfying all requirements for a site plan has been approved pursuant to a planned or special use procedure.~~
- 3.4. Construction of a commercial structure or addition not exceeding five hundred (500) square feet.

C. The Community Development Director may waive the requirement that a site plan be submitted when the applicant demonstrates to the Director one of the following:

1. That the proposed development, issuance of a certificate of occupancy, or change in the principal use of property will have no detrimental impact on adjoining property or otherwise would clearly comply with all regulations of the City without review of the plan and thereby eliminating the necessity for the establishment of or revision to a site plan; or
2. That the proposed development will conform in every respect to a site plan previously approved for the same property.

#### **Sec. 17.120.040. - Site plan review procedures.**

Site plan review shall be conducted by City staff, however, the City may require, at the expense of the petitioner, site plan reviews conducted by the City's consultant or other professionals.

- A. Any person required to submit a site plan shall initially file the appropriate number of copies and a digital version of the ~~file seven (7) copies of the Application for site plan review~~ with the Community Development Director, ~~upon~~ with completed application



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forms furnished by the City and pay any required filing fee in accordance with ~~Section 17.180 "Fee Schedule."~~ Title 4 Fees.

~~B. The Community Development Director shall retain one (1) copy of the application for his file, forward one (1) copy to the Building Inspector, one (1) copy to the Fire Chief, one (1) copy to the City Engineer, and transmit the remaining copies to the Planning Commission.~~

~~B.~~ C. The site plan review shall be completed by the Community Development Director and all applicable Department heads and agencies within thirty (30) days of the date of filing. The Community Development Director shall provide the applicant with a comment letter delineating all plan deficiencies that need to be addressed prior to proceeding to the Planning Commission. The applicant shall resubmit a revised plan addressing identified deficiencies. When the Community Development Director determines the plan sufficient for Planning Commission review, he ~~the Community Development Director~~ shall prepare a staff report ~~for all permitted, special and planned uses~~ that provides an overview of the project's level of compliance with the Comprehensive Plan, the applicable review criteria set forth herein, the requirements of this title, and the input of appropriate City Departments and other associated jurisdictions and agencies. The staff report shall contain a written recommendation of approval, ~~or~~ approval with specific conditions, or disapproval, made to the Planning Commission for ~~final~~ its approval. A copy of the written recommendation shall be provided to the applicant.

~~C.D.~~ Upon notification by the Community Development Director, the petitioner shall submit at least twenty (20) copies of the site plan application and all other required exhibits fourteen (14) days prior to the scheduled Planning Commission's meeting. The Community Development Director shall provide written notification to the applicant of the Planning Commission's decision ~~either issue an approval certificate or written disapproval with specific reasons for disapproval~~ within seven (7) days of such decision ~~the receipt of the Planning Commission's decision and mail a copy thereof to the applicant.~~

~~D.E.~~ The applicant may appeal any written disapproval to the City Council by written notice of appeal, citing reasons for the appeal, delivered to the City Council within fifteen (15) days of the mailing of the written disapproval. The City Council shall examine the record and decide the appeal within thirty (30) days with or without additional input or argument, and notify the applicant of the appeal decision within seven (7) days of the City Council decision. The appeal decision shall be considered to be a final order under the Illinois Administrative Review Act, subject to judicial review thereunder.

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~~E.F.~~ *The City Council shall be vested the power of review of any decision made by the Planning Commission on any site plan review application.*

~~F.G.~~ *Building permits shall not be issued for any use of land or proposed construction on a lot in the zoning districts in which site plan review is applicable, unless site plan review approval has been granted.*

#### **Sec. 17.120.050. - Application.**

*Each application for site plan approval shall be submitted to the City signed by the owner of record or his agent accompanied by the appropriate number of copies and a digital version of the site plan in a format compatible with the City's software. Additional submittal requirements that shall accompany a site plan where applicable, shall include, but ~~is~~ are not limited to:*

- A. All parking requirements in accordance with Section 17.070.*
- B. All landscape, tree preservation and buffering/screening requirements in accordance with Section 17.080.*
- C. All special use application requirements in accordance with Section 17.100.*
- D. All planned use application requirements in accordance with Section 17.110.*
- E. Additional information to be placed on the site plan beyond the requirements listed in Section 17.120.060 may be required as requested by the Community Development Director, the Planning Commission or City Council in accordance with Section 17.030.100.*
- F. All applicable requirements of the City's Land Subdivision Regulations as they apply to the development.*

#### **Sec. 17.120.060. - Submission requirements.**

*The site plan shall include the following data, details, and supporting plans which are relevant to the proposal. The applicant shall make notations explaining the reasons for any omissions.*

- A. The site plan shall be designed and prepared by a qualified land planner, registered professional architect, engineer or land surveyor, unless permitted otherwise by the Community Development Director.*
- B. It shall show the scale, north arrow, boundary dimensions, natural features such as woodlots, streams, rivers, lakes, drains, existing manmade features such as buildings, structures, easements, high tension towers, pipe lines, existing utilities such as water*



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*and sewer lines, etc., excavations, bridges, culverts, and drains, and shall identify adjacent properties within one hundred (100) feet and their existing uses.*

- C. The site plan shall be of a scale not to be greater than one (1) inch equals fifty (50) feet nor less than one (1) inch equals two hundred (200) feet, and of such accuracy that the Commission can readily interpret the Plan, and shall include more than one (1) drawing where required for clarity.*
- D. Name and address of the owner of record, developer, and seal of the engineer, architect, land surveyor or landscape architect.*
- E. Name and address of all owners of record of abutting parcels.*
- F. The property shall be identified by lot lines and location, including dimensions, angles, and size, correlated with the legal description of said property. All existing lot lines, easements, and rights-of-way shall be shown.*
- G. Locations and dimensions of all setbacks, including distances between all buildings, between buildings and property lines and between all parking areas and property lines.*
- H. The location and use of all existing and proposed structures within the development. Include all dimensions of height and floor area, and show all exterior entrances and all anticipated future additions and alterations.*
- I. Depict locations, heights, and intensity of all exterior lighting, including a graphic and catalog reference describing the proposed standards.*
- J. For phased developments, depict the various limits and timing of each proposed phase.*
- K. Location, dimension and area any parcel or property thereof proposed to be set aside for open space, park, playground use or other public/private recreational purposes.*
- L. Provide the location of all retaining walls, fences, screening and earth berms as well as a typical architectural elevation reflecting the proposed finished construction.*
- M. The location of all present and proposed public and private ways, parking areas, loading areas, driveways, sidewalks, ramps, and curbs. Location, type, and screening details for all waste disposal containers shall also be shown.*
- N. Traffic flow patterns within the site, entrances and exits, loading and unloading areas, curb cuts on the site and within one hundred (100) feet of the site.*
- O. The location, height, size, materials, and design of all proposed signage.*

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- P. The location of all present and proposed utility systems including:*
- 1. Sewage system;*
  - 2. Water supply system;*
  - 3. Telephone, cable and electrical systems;*
  - 4. Storm drainage system including existing and proposed drain lines;*
  - 5. Culverts, catchbasins, head walls, end walls, hydrants, manholes, and drainage swells.*
- Q. Plans to prevent the pollution of surface water or groundwater, erosion of soil both during and after construction, excessive run-off, excessive raising or lowering of the water table, and flooding of other properties, as applicable.*
- R. Existing topography and finished grade line elevations at two (2) foot contour intervals as well as the proposed finished floor elevation for all structures. All elevations shall refer to the United States Geodetic Survey (USGS) datum. If any portion of the parcel is within the one hundred (100) year floodplain, the area shall be shown, with base flood elevations; and the developer shall present plans for meeting Federal Emergency Management Agency (FEMA) requirements.*
- S. Existing and proposed zoning district boundaries adjacent to the site's perimeter shall be drawn and identified on the plan.*
- T. Architectural elevations. Architectural elevations of all proposed buildings and structures, identifying all materials proposed including color schemes for each. For infill developments the architect shall provide a statement of design intent indicating any design decisions made to make new construction compatible with existing structures.*
- U. Landscape plan. A landscape plan in accordance with Section 17.080. The plan shall also show all existing open space, trees, forest cover and water sources, and all proposed changes to these features including size and type of plant material. Water sources will include ponds, lakes, brooks, streams, wetlands, floodplains, and drainage retention areas.*
- V. Site sections. Schematic or illustrative sections shall be drawn to a scale of 1" = 8' or larger, indicating both edge conditions and internal grade changes in relation to principal variations of internal building levels and sight line relations to adjacent residences.*



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W. *Traffic control. The Community Development Director may require a detailed traffic study for mixed use and multi-tenant developments, or for developments in heavy traffic areas subject to Section 17.120.080.C.*

X. *Required plan elements may be waived at the discretion of the Director of Community Development.*

#### **Sec. 17.120.070. - Review criteria.**

*In reviewing a site plan application, the Community Development Director shall identify and evaluate all factors relevant to the application, including whether it complies with all applicable provisions of this title. The applicant shall have the burden of demonstrating that the site plan application meets the application review criteria.*

A. *General requirements. The recommendations of the Community Development Director shall be based on the following criteria:*

- 1. The extent to which the proposal conforms to the previous sections of these regulations.*
- 2. The extent to which the development would be compatible with the surrounding area and the Development Guidelines of this section.*
- 3. The extent to which the proposal conforms to the provisions of the City's Subdivision Regulations.*
- 4. The extent to which the proposal conforms to customary engineering standards used in the City.*
- 5. The extent to which the location of streets, paths, walkways, and driveways are located so as to enhance safety and minimize any adverse traffic impact on the surrounding area.*

#### **Sec. 17.120.080. - Reserved.**

#### **Sec. 17.120.090. - ~~Revised~~ Amended site plans.**

Once a ~~preliminary development site~~ plan has been approved, changes in the ~~preliminary development site~~ plan shall be made only after approval ~~of revised preliminary development plan by the City.~~

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### **Sec. 17.120.100. - Procedure for ~~Revised~~ amended site plan applications.**

When an application for ~~a revised~~ an amended site plan is filed, the Community Development Director shall determine whether the ~~revised~~ amended site plan involves substantial or minor changes, ~~minor changes, or reconfiguration of building locations~~, and shall notify the applicant within seven (7) working days of the nature of the requested changes and of the procedure that applies to consideration of the application for ~~a revised~~ an amended ~~preliminary development~~ site plan. The determination of the Community Development Director may be appealed to the City Council, whose decision shall be final.

### **Sec. 17.120.110. - Substantial changes.**

Substantial changes, as defined in this section, to the approved site plan may be approved only by the Planning Commission after review and recommendation by the Community Development Director. Approval of substantial changes to the approved site plan shall follow the procedure for original approval of the site plan.

### **Sec. 17.120.120. - Minor changes.**

Minor changes, as defined in this section, to the approved site plan shall be approved by the Community Development Director provided no more than two (2) amended site plans shall be approved that involve minor changes. ~~If the application for a revised site plan involves only reconfiguration of building locations and does not involve either minor changes or substantial changes, as defined in this section, the Community Development Director shall review the application and approve the application if the reconfiguration of building locations complies with the following standards:~~

- ~~A. The revised plan does not alter the density and intensity of uses, increase the total floor area of all nonresidential buildings, increase the lot coverage, increase the height of any buildings, change the architectural style of the project or buildings, change ownership patterns or stages of construction, decrease the setbacks, decrease the open space of the development, or modify or remove conditions of the approved preliminary development plan; and~~
- ~~B. The revised plan does not alter the external circulation patterns and does not alter the ingress and egress on the property;~~
- ~~C. Limitation on Revised Development Plans. No more than two (2) revised site plans shall be approved that involve either minor changes or a reconfiguration of the building locations.~~



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#### **Sec. 17.120.130. - Definition of substantial changes.**

For purposes of this Section 17.120, "substantial changes" to the approved ~~preliminary development site~~ plan shall mean any of the following:

- A. A change in the number or sequence of phases, if any;
- B. Increases in the density or intensity of residential uses greater than or equal to ~~or more than~~ five (5) percent;
- C. Increases in the total floor area of all nonresidential buildings covered by the plan greater than or equal to ~~or more than~~ ten (10) percent;
- D. Increases of lot coverage ~~more~~ greater than or equal to five (5) percent;
- E. Increases in the height of any building greater than or equal to ~~or more than~~ ten (10) percent;
- F. ~~Changes of architectural style that will make the project less compatible with neighboring uses~~ Changes to construction material, color palette, or architectural style as determined by the Director of Community Development;
- G. Changes in ownership patterns or stages of construction that will lead to a different development concept;
- H. Changes in ownership patterns or stages of construction that will impose substantially greater loads on streets and other public facilities;
- I. Decreases of any setback greater than or equal to ~~or more than five (5) percent~~ 5 feet or 10 percent, whichever is less;
- J. Decreases of areas devoted to open space greater than or equal to ~~or more than~~ five (5) percent, or the substantial relocation of such areas;
- K. Changes to the ingress/egress to property or of traffic or circulation patterns that will affect traffic outside of the project boundaries;
- L. Modification or removal of conditions to the site plan approval;
- M. Changes to the water or sanitary sewer plans that impact these utilities outside the project boundaries.

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#### **Sec. 17.120.140. - Definition of minor changes.**

For purposes of this Section 17.120, "minor changes" to the approved site plan shall mean all changes that are not "substantial" including but not limited to any of the following:

- A. Increases in density or intensity of residential uses ~~between zero (0) and~~ that are less than five (5) percent;
- B. Increases in the total floor area of all nonresidential buildings covered by the plan ~~between zero (0) and~~ that are less than ten (10) percent;
- C. Increases of lot coverage ~~between zero (0) and~~ that are less than five (5) percent;
- D. Increases in the height of any building ~~between zero (0) and~~ that are less than ten (10) percent;
- E. Decreases of any ~~peripheral~~ setback ~~between zero (0) and five (5)~~ that are less than ten (10) percent or five (5) feet, whichever is the smaller distance;
- F. Decreases of areas devoted to open space ~~between zero (0) and~~ that are less than five (5) percent.

#### G. Reconfiguration of building locations provided the following:

1. The reconfiguration does not substantially increase the density or intensity of uses, increase the total floor area of all nonresidential buildings, increase the lot coverage, increase the height of any buildings, change the architectural style of the project or buildings, change ownership patterns or stages of construction, decrease the setbacks, decrease the open space of the development, or modify or remove conditions of the approved site plan; and
2. The reconfiguration does not substantially alter the circulation patterns external to the site and/or the ingress and egress on the property;

#### **Sec. 17.120.140. - Civil Construction Plans; when required.**

- A. Civil construction plans must be approved by the Director of Community Development, or his designee, prior to the issuance of grading, clearing or any other construction permits for any proposed development other than a detached single-family dwelling.

#### **Sec. 17.120.150. - Civil Construction Plans; review procedures.**

- A. Civil construction plan review shall be conducted by City staff, however, the City may



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require, at the expense of the petitioner, reviews conducted by the City's consultant or other professionals.

- B. Any person required to submit a civil construction plan shall file six (6) copies of the plan with the Community Development Director, with completed application forms furnished by the City, and pay any required filing fee in accordance with Title 4 "Fees."

#### **Sec. 17.120.160. - Civil Construction Plans; submission requirements.**

The civil construction plan submittal shall include all information required for, and conforming to, the approved site plan except for minor modifications due to engineering calculations as authorized by the Director of Community Development, and the following on separate sheets as appropriate:

- A. The location, standard details, and specifications for all existing and proposed private infrastructure, and for the construction of required utilities or other public improvements where there has been no subdivision of land and/or improvement plans per Chapter 16.12, The Subdivision Process, of the Land Subdivision Control Regulations of Collinsville, Madison and St. Clair Counties, Illinois, including, but not limited to:
1. Sewage system;
  2. Water supply system;
  3. Telephone, cable and electrical systems;
  4. Storm drainage system including existing and proposed drain lines;
  5. Culverts, catch basins, head walls, end walls, hydrants, manholes, and drainage swells.
  6. Streets, right-of-ways, alleys, sidewalks, and other paved surfaces.
- B. Plans to prevent the pollution of surface water or groundwater, erosion of soil both during and after construction, excessive run-off, excessive raising or lowering of the water table, and flooding of other properties, as applicable.
- C. Existing topography and finished grade line elevations at 2-foot contour intervals as well as the proposed finished floor elevation for all structures referenced to the National Geodetic Vertical Datum of 1929 or 1982. Said reference and benchmark shall be clearly stated on any plans or drawings showing such datum;
- D. If any portion of the parcel is within the 100-year floodplain, the area shall be shown, with base flood elevations; and the developer shall present plans for meeting Federal Emergency Management Agency (FEMA) requirements;
- E. Accurate locations of all existing and recorded streets intersecting the boundaries of the

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## STAFF REPORT TO THE PLANNING COMMISSION

### CITY OF COLLINSVILLE

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tract;

- F. Locations, dimensions and purposes of any locatable, easements including the easement statements defining the use and rights conveyed with each type of easement;
- G. Location and purposes of any sites, other than private lots, which are dedicated or reserved;
- H. Location, dimension and area of all parcels reserved or used for green space or public space, and their intended use;
- I. Applicable 100-year flood elevations as determined by FEMA or as determined by the highest applicable downstream culvert, roadway or other drainageway overflow elevation and the lowest allowable finished floor elevations for all lots subject to said flood elevations along with references to the nearest established USGS, FEMA or published benchmark;
- J. A statement that the City, by approving the drainage plans or by requiring certain standards with respect to drainage, accepts no responsibility for damages caused by the drainage or drainage facilities, to the owners or occupants of real estate affected, nor does the City guarantee that the improvements or changes in drainage will not cause damage to the owners or occupants of real estate affected, nor does the City accept drainage facilities or improvements for maintenance. The responsibility for change in drainage and for the maintenance of drainage facilities or improvements remains that of the developer, subdivider or landowner or occupant;
- K. Street and other public right-of-way lines with accurate dimensions, angles or bearings and curve data including radii, arcs or chords, points of tangency, and central angles;
- L. Street names, right-of-way widths and other pertinent data;
- M. Application for land disturbance (grading) permit.
- N. Required plan elements may be waived at the discretion of the Director of Community Development.



## STAFF REPORT TO THE PLANNING COMMISSION

### CITY OF COLLINSVILLE

#### FINDINGS AND RECOMMENDATION

##### **CONSISTENT WITH THE PURPOSE AND INTENT OF THE ZONING ORDINANCE**

The Director of Community Development finds that the text amendments will have no substantial adverse impact on the intent and purpose of the Zoning Ordinance, and further provide clarification to ensure that the character and objectives of proposed developments are presented in adequate detail for the reviewers to evaluate the effect they will have upon the community and the public interest.

##### **HOW WILL CHANGE IMPACT AREAS MOST LIKELY TO BE AFFECTED**

The Director of Community Development finds that the text amendments will have no substantial adverse impact on areas impacted by the proposed changes due to their non-geographic applicability and their added value of clarification and efficiency.

##### **WARRANTED BY CHANGING CONDITIONS**

The Director of Community Development finds that the text amendments are warranted by the need to provide adequate review procedures for future development as pressure for such development increases across the City of Collinsville.

##### **RECOMMENDATION**

The Director of Community Development finds that the proposed text amendments meet or exceed the review criteria and further advances the intent of both the Comprehensive Plan and Zoning Ordinance. Based on this finding the Director of Community Development requests favorable consideration of the draft ordinance.

A handwritten signature in black ink, reading "David B. Bookless".

David B. Bookless, AICP  
Director of Community Development



# ATTACHMENTS

SUPPLEMENTAL LETTERS, MAPS, PLANS, ETC.



| SCHEDULE |                   | 31  | 5.0d   | 4'-0" O.C. |
|----------|-------------------|-----|--------|------------|
| 1        | Planting Material | 22  | 5.0d   | 4'-0" O.C. |
| 2        | Planting Material | 16  | 5.0d   | 3'-0" O.C. |
| 3        | Planting Material | 11  | 5.0d   | 3'-0" O.C. |
| 4        | Planting Material | 8   | 5.0d   | 3'-0" O.C. |
| 5        | Planting Material | 7   | 1.0d   | 3'-0" O.C. |
| 6        | Planting Material | 23  | 1.0d   | 3'-0" O.C. |
| 7        | Planting Material | 25  | 1.0d   | 3'-0" O.C. |
| 8        | Planting Material | 94  | 1.0d   | 3'-0" O.C. |
| 9        | Planting Material | 180 | 1.0d   | 18' O.C.   |
| 10       | Planting Material | 10  | 3.0d   |            |
| 11       | Planting Material | 14  | 1.0d   |            |
| 12       | Planting Material | 247 | 4' max | 18' O.C.   |
| 13       | Planting Material | 4   | 5.0d   |            |



# BRIDGETON SQUARE DEVELOPMENT ST. LOUIS, MISSOURI 07-25-19



1001 LANS B.V.  
BRIDGETON STL, LLC

RANQWALA ARCHITECTS  
ARCHITECTS AND PLANNERS  
PROJECT: BRIDGETON SQUARE

EXHIBIT "A"

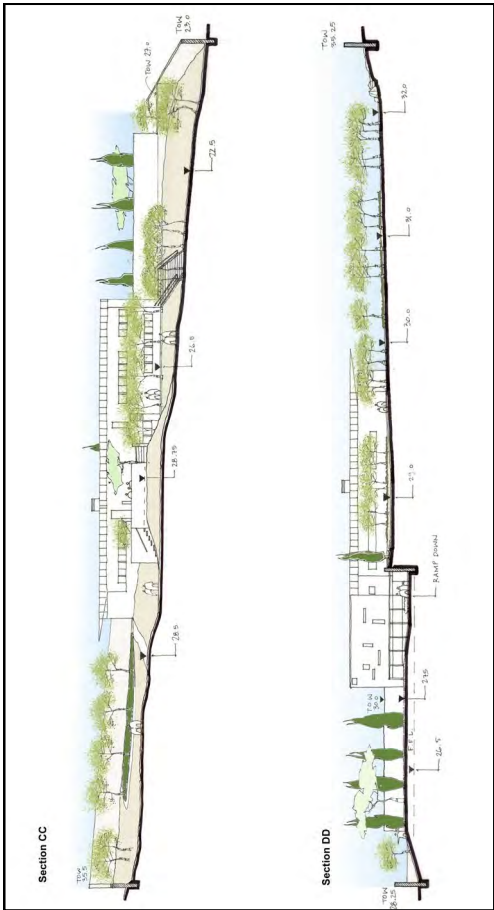
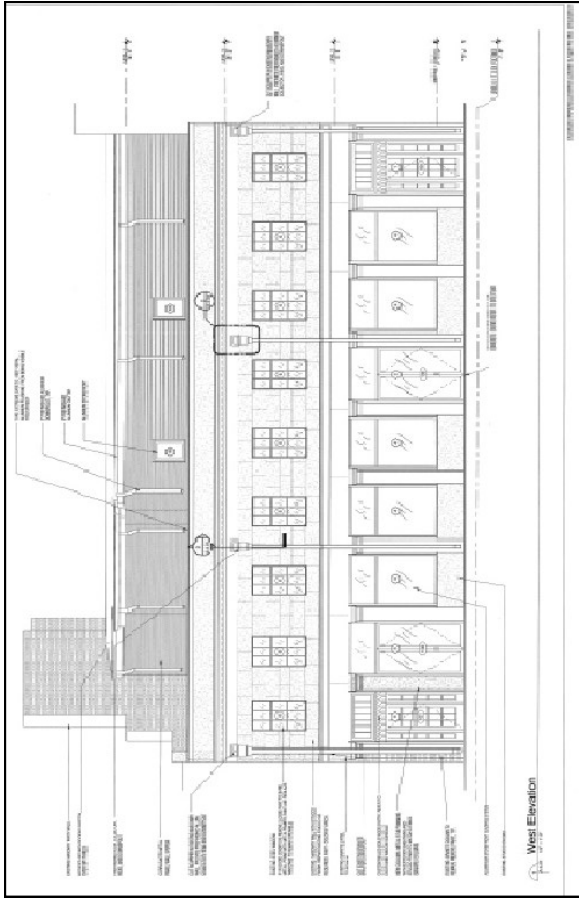


EXHIBIT A: EXAMPLE SITE PLAN #2 - ARCHITECTURAL PAGES

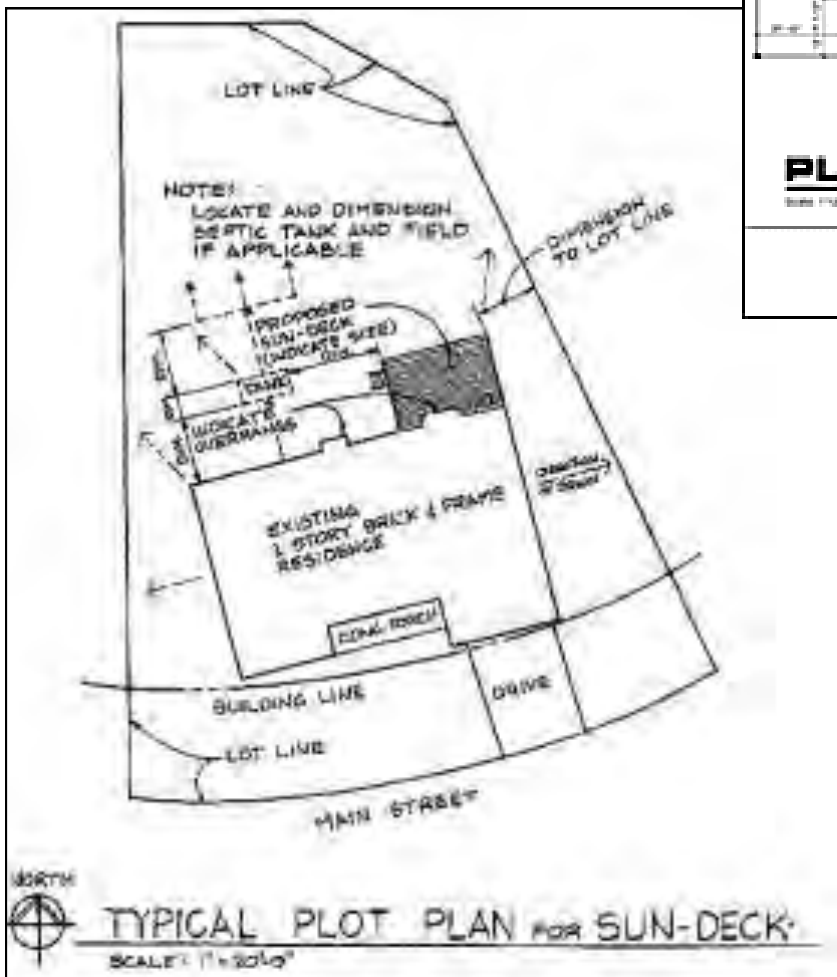
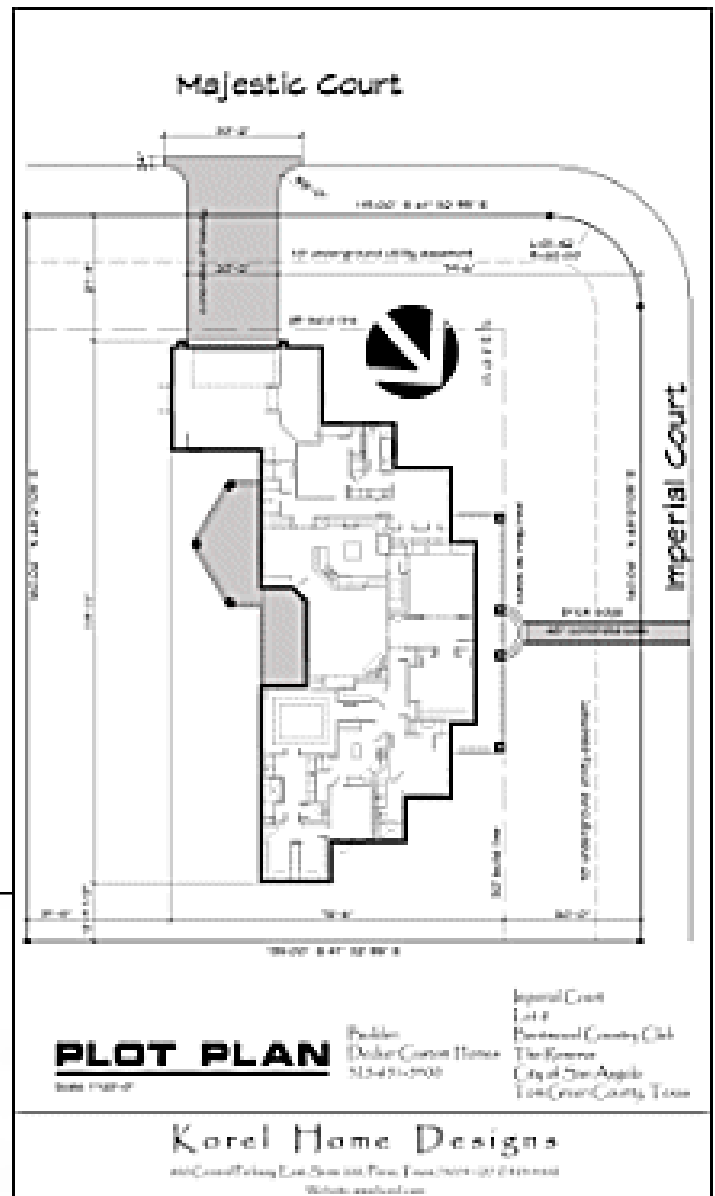
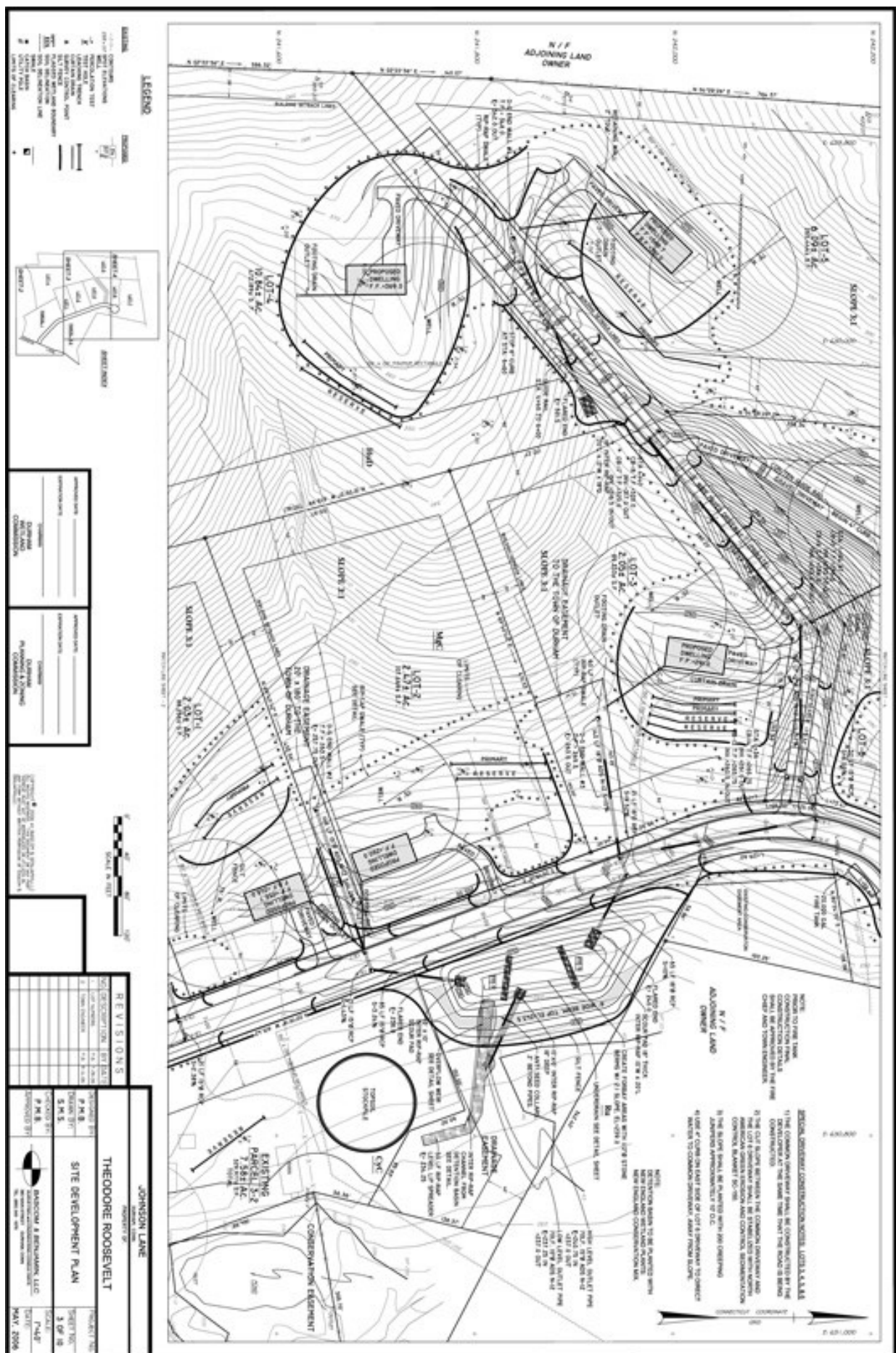


EXHIBIT B: EXAMPLE PLOT PLAN #1



## EXHIBIT C: CIVIL CONSTRUCTION PLANS





## CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |   |
|-------------------------|---|
| MEETING DATE:           | July 24, 2017   |
| TITLE:                  | Positional Classifications and Salary Ranges  |
| DEPARTMENT:             | Administration  |
| PROJECT MANAGER:        | Stacey O'Brien, Human Resources Coordinator,<br>Mitchell Bair, AICP, City Manager/Economic Development Director |
| REQUESTED ACTION:       | Discussion  |
| STRATEGIC PLAN GOAL(S): | Goal 6: "Customer Focused Superior Services", and Goal #7: "Financial Stewardship & Sustainability"             |
| ATTACHMENTS:            | Proposed Positional Classifications and Salary Range Exhibit  |

### EXECUTIVE SUMMARY:

The City of Collinsville's Classification and Compensation Program will apply to all City employees, except those employees governed by a valid collective bargaining agreement. Implementation of this system allows the City to:

- ✓ Assure internally equitable and externally competitive rates of pay to employees
- ✓ Provide a means for planning and controlling direct payroll costs
- ✓ Maintain efficient administrative procedures
- ✓ Ensure compliance with applicable laws and regulations

### BACKGROUND & HISTORY:

Currently the City implements a very specific salary ordinance that permits zero flexibility regarding compensation. This ordinance hampers the professional and contemporary management of operations and unnecessarily adds needless and inefficient steps to the recruitment and hiring process. The current approach offers little flexibility when adjusting salary's in consideration of experience. The perceived impacts result in both under and over compensation; there are instances where the salary is set too high for someone absent inexperience and set too low based on experience. It can be set too high as it reflects the current salary of the person in that specific position which when considering a tenured employee may be too high for a potential employee absent a commensurate level of experience. Further the amendment of this ordinance requires consideration and adoption of the City Council which delays the hiring process as potential employees delay giving notice to their current employer until ordinance passage by the City Council.

The City until 2013 functioned under a salary range system that eliminated these issues. In 2013 an antiquated system was adopted which limited operations and restricted the ability to attract and retain talent under a regressive city management system. After reorganizational efforts spanning from 2015 to date (which is still ongoing and evolving) changing this system to reflect a professional and progressive approach is warranted.

### STAFF REVIEW & ANALYSIS:

A system that professionally classifies positions as well as provides a compensation range is necessary and needed to both attract and retain talent. This is critical for the City to be a competitive and preferred place to work. This approach identifies

and defines positions and classifies them into groupings based on common roles and responsibilities. The ranges for a salary is based upon a survey of data obtained from the Bureau of Labor Relations (BLR) and are correlated to the St. Louis Metropolitan Statistical Area (MSA). It is recommended that these ranges be reviewed and amended on an annual basis to maintain market competitiveness. As a result of these reviews, the ranges may be adjusted; however, employees will not receive individual pay increases as a result of salary range adjustments.

Staff is recommending that the City's compensation plan have fewer layers and range structures than a traditional structure – no typical governmental multi-grades or steps – with seven levels. Level one is considered Entry Level. We recommend that the salary ranges are from 30% to 45%, based on the level. It is common that top salary grades have a wider range and that the lowest salary grades have the narrowest ranges. The recommended ranges are as follows:

30% range for level one:

- ✓ Maximum = Midpoint x 1.15
- ✓ Minimum = Midpoint x 0.85

35% range for levels two and three:

- ✓ Maximum = Midpoint x 1.20
- ✓ Minimum = Midpoint x 0.85

40% range for levels four through seven:

- ✓ Maximum = Midpoint x 1.25
- ✓ Minimum = Midpoint x 0.85

Pay ranges will usually overlap. The more overlap, the more cost-effective it will be for career progression; less overlap will require a larger pay increase for promotions. A new employee with no experience is typically hired at the job range minimum. However, new hires often have experience performing the same or similar duties at other organizations and need to be paid more than the range minimum, both for competitive and pay equity reasons. Managers determine individual employee salaries within these ranges, based on experience and performance, with final approval of the City Manager. We recommend establishing a hiring range from the minimum up to 75% of the salary range for the job as being within the discretionary powers of the City Manager. Any employee hired in at a higher level than 75% of the range would require City Council authorization.

Classification standards separate job classifications from each other. Classification is based on the primary duties and responsibilities of a position that an employee normally performs on a daily basis. Classification is not based on incidental duties, an employee's qualifications or performance, or temporary assignments. The following standards will be used in consideration of assigning a position to classification level:

- ✓ Autonomy: The degree to which management defines assignments to the employee.
- ✓ Complexity: The level of necessary skill, competence, or proficiency to perform the essential functions of the position.
- ✓ Discretion: The degree to which the position utilizes standard guidelines.
- ✓ Education: The knowledge acquired by an individual after studying particular subject matters.
- ✓ Experience: The familiarity with a skill or field of knowledge acquired over months or years of actual practice.
- ✓ Impact of Action: The degree to which the position exercises latitude for independent action.
- ✓ Problem Resolution: The degree to which the position analyzes a situation and forms a solution.
- ✓ Security: The degree to which the position has primary duties that identify and protect information, personnel, property, facilities, operations, or material.
- ✓ Supervisory Authority: The degree to which the position is entrusted with authority over staff and budgets.

When referring to the draft Positional Classification and Salary Ranges the level increases (the number gets larger) in a manner commensurate with the higher level of the above mentioned criterion. The higher the number the greater the responsibilities and expectations for the position.

**FINANCIAL IMPACT:**

It is estimated that this impact is financially neutral as no salaries are recommended to be adjusted at this time based on adoption and implementation of this system. Future actions would fall within the approved budget and should have minimal, if any, implications.

**ALTERNATIVES:**

The alternative is to maintain the current salary ordinance that limits flexibility and is regressive by nature.

**PROS & CONS:**

Failure to enact this system limits the ability of staff to conduct operations effectively and efficiently. Adopting this recommended approach improves the effectiveness and efficiency of City operations and enhances the recruitment abilities of the City as a preferred place to work.

**RECOMMENDATION:**

Discussion and direction from the City Council.

**CONCLUSION:**

Staff is recommending discussion of the proposed positional classification system and associated salary ranges and requests direction in moving advancing this item as an item to be carried under "New Business" at the August 14<sup>th</sup> City Council meeting.

Exhibit A – Salary Ranges for Full-time, Non-union Positions

| LEVEL | FULL-TIME POSITIONS   | MINIMUM  | MIDPOINT | 3 <sup>RD</sup> QUARTILE | MAXIMUM   |
|-------|---|----------|----------|--------------------------|-----------|
| 1     | None  |          |          |                          |           |
| 2     | Administrative Assistant  | \$31,800 | \$37,450 | \$41,660                 | \$44,900  |
| 3     | Executive Assistant<br>Coordinator I<br>Inspector II, Building<br>Associate Planner | \$45,050 | \$53,000 | \$58,960                 | \$63,600  |
| 4     | City Clerk<br>Coordinator II<br>Inspector III, CBO                                  | \$51,000 | \$60,000 | \$69,000                 | \$75,000  |
| 5     | City Engineer<br>Lieutenant, Police   | \$72,250 | \$85,000 | \$97,750                 | \$106,250 |
| 6     | Deputy Chief, Police<br>Deputy Chief, Fire  | \$74,800 | \$88,000 | \$101,200                | \$110,000 |
| 7     | Department Head<br>Chief, Police<br>Chief, Fire                                     | \$76,500 | \$90,000 | \$103,500                | \$112,500 |

Exhibit B – Salary Ranges for Part-time, Non-union Positions

| LEVEL | PART-TIME POSITIONS   | MINIMUM | MIDPOINT | 3 <sup>RD</sup> QUARTILE | MAXIMUM |
|-------|---|---------|----------|--------------------------|---------|
| 1     | Civilian Police Aid<br>Shuttle Dispatcher<br>Shuttle Driver | \$10.60 | \$12.50  | \$13.50                  | \$14.00 |
| 2     | Inspector I, Property<br>Maintenance<br>911 Dispatcher      | \$15.30 | \$18.00  | \$20.00                  | \$21.60 |



## *CITY COUNCIL AGENDA ITEM STAFF REPORT*

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**MEETING DATE: JULY 24, 2017**

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**TITLE: NORTHEAST BUSINESS DISTRICT SIGN GRANT APPLICATION: ORCHARD SHELL (1900 VANDALIA)**

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**DEPARTMENT: ECONOMIC DEVELOPMENT**

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**PROJECT MANAGER: CRISTEN HARDIN, ASSOCIATE PLANNER**

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**REQUESTED ACTION: APPROVE EXPENDITURE OF NORTHEAST BUSINESS DISTRICT FUNDS**

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**STRATEGIC PLAN GOAL(S): GOAL #4: STRONG & DIVERSE ECONOMY**

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**ATTACHMENTS: APPLICATION, BIDS + ARCHITECTURAL PLANS, APPROVED SIGN PERMIT APPLICATION**

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### **EXECUTIVE SUMMARY:**

Northeast Business District (NEBD) Sign Grant funds are being requested by applicant – Steve Suess of Orchard Shell Service LLC located at 1900 Vandalia Street. Orchard Shell plans to undertake a complete façade improvement project with a total value estimated to exceed \$100,000. The current application refers only to the renovation of the existing freestanding pole sign. The proposed improvements to the sign include new sign facings, an LED price sign, and an electronic message board. The total of the lowest bid for the improvement is \$21,806.21. Orchard Shell is requesting a reimbursement of 50% of their investment, which equals \$10, 903.11. It should also be noted that the applicant has submitted a sign permit application, all required architectural specifications, and applicable permit fees. The sign permit has been approved as proposed by the applicant.

### **BACKGROUND & HISTORY:**

In April of 2017, the applicant Steve Suess of Orchard Shell Service LLC contacted the Economic Development Department to share planned improvements to the business and inquire as to how he might apply for a Northeast Business District Grant. Associate Planner Cristen Hardin gave the applicant a general overview of the grant program and recommended a scheduling a pre-application review meeting. In May 2017, staff met with the applicant to discuss in further detail the planned improvements to the property located at 1900 Vandalia Street; how the Northeast Business District Grant Programs might positively impact the applicant's investment in the proposed project; as well as provide guidance in completing the grant application and submitting required documentation. In June 2017, Orchard Shell Service LLC submitted a completed Northeast Business District Sign Grant Application, Sign Permit Application and Bids for the renovation of an existing freestanding sign. The Sign Permit Application was approved on June 22, 2017.

### **STAFF REVIEW & ANALYSIS:**

The proposed sign improvements are the first phase of their overall plans to undertake a complete façade improve project to include, addition to the improved sign: improved fuel pumps and islands, lighting, canopy, painting, electrical and concrete work. The overall project has a value estimated to exceed \$100,000. Tentatively, the applicant plans to also submit an application for the NEBD Business Improvement Grant for the non-sign project improvements.

The current application makes reference only to the proposed improvements to the existing freestanding pole sign. The proposed sign improvements include: installation of a new VP fuel brand top sign face; two LED gas price signs; and an electronic message board.

**Bids Received for Proposed Improvements:**

|                              |             |
|------------------------------|-------------|
| Bill Yount Signs             | \$21,806.2  |
| Ace Sign co.                 | \$22,044.46 |
| Eberhart Sign & Lighting Co. | \$52,678.73 |

The total of the lowest bid for the proposed sign improvements is \$21,806.21. Orchard Shell is requesting a reimbursement of 50% of their investment, which equals \$10, 903.11.

**ALTERNATIVES:**

[Click here to enter text.](#)

**PROS & CONS:**

[Click here to enter text.](#)

**RECOMMENDATION:**

Staff recommends the City Council approve Northeast Business District Sign Grant Application submitted by Orchard Shell Service LLC based upon the following findings of fact:

- ✓ The project is located within the boundaries of the Northeast Business District.
- ✓ The proposed sign improvements are generally consistent with the objectives of the Northeast Business District Plan which affords the City a tool for leveraging new investment along the Vandalia and Beltline corridors by assisting in the financing of certain public and private improvements to achieve the objectives set forth in the Northeast Business District Plan.
- ✓ Total grant request of \$10,903.11 is 50% of the total cost project of \$21,806.21 which is consistent with the maximum allowable reimbursement under the NEBD Sign Grant Program.
- ✓ Potential increase in Sales Tax
- ✓ Potential increase in Motor Fuel Tax
- ✓ Potential increase in attractiveness, marketability, and development opportunities of surrounding properties and the Northeast Business District in general.

**CONCLUSION:**

The Northeast Business District Plan and established grant programs afford the City a tool for leveraging new investment along the Vandalia and Beltline corridors by assisting in the financing of certain public and private improvements. The applicant has submitted the completed sign grant application, three bids, and all other required documentation. The applicant has also been approved for a sign permit – required before approval of a sign grant application – for the specifications as proposed. The applicants proposed improvements are generally consistent with the established Northeast Business District Plan. It is by this successful application process and the previously mentioned findings of fact that Staff recommends the approval of the approve Northeast Business District Sign Grant Application submitted by Orchard Shell Service LLC.



**City of Collinsville**  
*Economic Development Department*  
125 S. Center Street, Collinsville, IL 62234

**Questions? Please contact:**

Mitch Bair, Economic Development Director  
618.346.5200 x1119 | [mbair@collinsvilleil.org](mailto:mbair@collinsvilleil.org)

Cristen Hardin, Associate Planner  
618.346.5200 x1140 | [chardin@collinsvilleil.org](mailto:chardin@collinsvilleil.org)

## **NORTHEAST BUSINESS DISTRICT SIGN GRANT PROGRAM**

The **Northeast Business District (NEBD) Sign Grant Program** is intended to assist business owners with the purchase, renovation, replacement or repair of commercial signage. Furthermore, this program is intended to promote a safe and aesthetic urban environment which will enhance the City's economic potential by promoting reasonable, orderly and effective display of commercial signage. The following shall apply:

### **How much will the NEBD Sign Grant Program reimburse?**

The NEBD Sign Grant Program will reimburse successful applicants up to 50 percent (%) of the total program-eligible project cost. **Such funding shall not exceed \$30,000 unless otherwise agreed to by the City Council.** The maximum allowable NEBD Sign Grant Program reimbursement for any given project is \$30,000 within a five year period. Reimbursements may be disbursed in one lump sum or in a series of installments upon approval by City Council. All grants greater than \$15,000 must be approved by the City Council. The City Manager is authorized to approve grants up to \$15,000.

### **NEBD Sign Grant Program Eligibility**

- Priority will be given to those applications promoting monument graphic at a minimum of 48 square feet in area, six feet in overall height and constructed of stone, brick, or other high quality material.
- All signs must meet the requirements of the City of Collinsville, Illinois – Zoning Regulations, Section 17.930 - Signs
- Applicant must obtain a valid Sign Permit from the Community Development Department prior to reimbursement.

**Owners and contractors must adhere to the requirements of the Prevailing Wage Act and must disclose this mandate on all construction-related contracts. No labor costs shall be reimbursed by the City unless the developer pays and documents such fact. Failure to pay prevailing wage may result in rescindment of Business District funds and is punishable by law**

### **Application Process and Guidelines**

- All applications will be reviewed by the Economic Development Department who may require more information from the applicant if necessary. All applications must be reviewed and approved **before** the project begins. Work completed prior to application review and approval is ineligible. If there is significant change in the scope of the project after the application has been approved the applicant must re-apply with the scope of the new project. All changes in scope will be reevaluated by the Economic Development Department. The City is under no obligation to approve the new project scope and a refund of the grant may be required.
- **Grants are only approved in writing by the Economic Development Director upon review of a formally submitted and complete application.** No verbal commitment to funding shall conveyed or be recognized. Verbal or written feedback on a business' general eligibility or comments on a draft application shall not be construed as approval or disapproval of a grant application. For grant over \$15,000 the Economic Development Director shall make a written recommendation to the City Council to "Approve" or "Deny" the application in whole or in part, or as modified or amended.
- All projects must be completed within one year of the grant award date to be eligible for reimbursement. The City Manager is authorized to approve up a 6-month extension of a project deadline for all grants without additional council approval. Projects that have lost funding eligibility by lapsing past the approved deadline may reapply to the NEBD Sign Grant Program. **Reapplications are also subject to the availability of funding.**
- Reimbursements will be made upon the submission and verification project completion and proof of payments made for eligible reimbursable project costs incurred. Proof of payment shall include but not be limited to paid invoices and matching cancelled checks. The City shall request any documentation required to verify proof projection completion and payment of project costs.

### **How Do I Apply?**

- Contact the Economic Development Department to discuss whether this grant is a good fit for your business.
- Complete and return the NEBD Sign Grant Application Form and any required attachments to the Economic Development Department
- Complete and return the Sign Permit Application Form and applicable permit fees to the Community Development Department.

***For Sign Code or Sign Permit inquiries, please contact:***

**Community Development Department  
125 S. Center Street  
Collinsville, IL 62234  
618.346.5200 x1118**

### **NEBD SIGN GRANT APPLICATION CHECK LIST**

**A completed sign grant application shall include the following:**

- ✓ Completed and signed Sign Grant Application Form
- ✓ Completed W-9
- ✓ Three comparable bids for project improvements
- ✓ Completed Contractors Wage Certification Form, if reimbursement for labor costs is being requested.
- ✓ Any architectural drawings, renderings, floor plans, site plan drawings, etc. of proposed project improvements
- ✓ Photographs of existing conditions
- ✓ Additional attachments required within the Application Form

**Please note that award of Northeast Business District funds does not constitute the approval of NEBD Sign Grant Program project. All facets of the project should be coordinated with appropriate departments to ensure necessary approvals are obtained. Additionally, all relevant City Ordinances must be followed subsequent to the award.**

***Submit completed NEBD applications to:***

***Cristen Hardin***

***Associate Planner | City of Collinsville  
125 S. Center Street | Collinsville, IL 62234  
618.346.5200 x1140  
[chardin@collinsvilleil.org](mailto:chardin@collinsvilleil.org)***



## Northeast Business District Sign Grant Program – Application Form

All applications are subject to the availability of funding.

### Applicant Information

Applicant Name: Steve Sues  
Mailing Address: 1900 Vandalia Collinsville IL 62234  
Phone Number: 618-345-1827 Email: Orchardshell@yahoo.com  
Does the Applicant own the building? ☒ Yes ☐ No  
Building Owner (if Applicant does not own the building): \_\_\_\_\_  
Owner's Address: \_\_\_\_\_  
Owners Phone Number: \_\_\_\_\_ Owner's Email: \_\_\_\_\_

### Business Information

Business Name: Orchard Shell Service LLC  
Business Address: 1900 Vandalia Collinsville IL 62234  
Is Applicant also owner of the business? ☒ Yes ☐ No

### Disclosure of Previous Incentives

Has the business owner(s) or any beneficiaries of this project received any financial incentive from the City of Collinsville in the last five years? Yes ☒ No (If Yes, please attach a description.)

### Sign Description:

Please provide a brief description of the sign for which grant funding is being requested, and attach any drawings or photos of the prospective sign.

Price sign with leader board

Applicant's Signature: \_\_\_\_\_ DATE: 5-25-17

Property Owner's Signature: \_\_\_\_\_ DATE: \_\_\_\_\_  
(If different than applicant)

Submit completed applications to:

Cristen Hardin, Associate Planner  
City of Collinsville

125 S. Center Street, Collinsville, IL 62234  
618.346.5200 x1140 | [chardin@collinsvilleil.org](mailto:chardin@collinsvilleil.org)

Bill Young Signs SA

Cost: \$21,806.21

Eligible Reimbursement

Amount: \$10,903.11

SA Rec'd: 6-1-17  
"needs W-9" 6-22-17  
Rec'd W9 on 6-28-17

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



V.P. Racing  
Steve

### CONTRACTORS WAGE CERTIFICATION FORM

I, Robert Williams of Bill Yount Signs & Electric, LLC  
Officer, Owner, Authorized Rep. Company Name

do hereby certify that the Bill Yount Signs & Electric, LLC  
Company Name

7002 Woodson Road  
Street

St. Louis, MO. 63114  
City

and all of its subcontractors will pay all workers on the

V.P. Racing Gym Signs  
Project Name

1900 Vandalia St. Collinsville, IL 62234  
Street and City

the wages as listed in the schedule of prevailing rates required for such project (a copy of which can be found at <http://www.state.il.us/agency/idol/rates/Rates.htm>).

[Redacted Signature]

Signed

### VERIFICATION

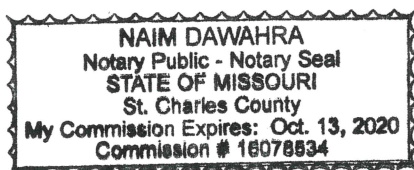
State of Illinois )

County of Madison ) SS

Subscribed and Sworn to before me, a Notary Public this May day of 26, 2017

Notary Public

[Redacted Notary Signature]



**BILL YOUNT****SIGNS**

# Proposal

2002 Woodson Road  
St. Louis, Missouri 63114

Phone **314-423-2933**  
Fax **314-423-8056**

E Mail [bob@billyountsigns.com](mailto:bob@billyountsigns.com)

|   |   |  |
|---|---|--|
| PROPOSAL SUBMITTED TO<br><b>Orchard Shell</b>           | PHONE <b>618-345-1827</b><br>FAX            | DATE <b>2/21/2017</b>  |
| ADDRESS<br><b>1892 Vandalia Rd</b>                      | JOB NAME<br><b>same</b>                     |  |
| CITY, STATE, ZIP CODE<br><b>Ciollinsville, IL 62234</b> | JOB LOCATION                                |  |
| SALES REPRESENTATIVE<br><b>Bob Williams</b>             | CUSTOMER CONTACT NAME<br><b>Steve Suvss</b> | E Mail<br><a href="mailto:orchardshell@yahoo.com">orchardshell@yahoo.com</a> |

Thank you for the opportunity to submit this estimate for the following specifications:

Change faces in existing Shell pole sign

Top sign face made of Pan formed Lexan with 2nd surface VP copy as per sketch.

Price sign face made of pan formed lexan with Watchfire 12" LED gas price signs.

Gas prices controlled by hand held remote.

**\$11,317.08**

Furnish one DAK electronic message center 32" tall x 5'-8" wide double faced

20 mm color, full animation

Radio controlled, software loaded on customer computer

Installed on sign, U-Haul sign moved down.

**\$10,489.13**

Cost of permit extra

This proposal includes all applicable taxes.

50% = <sup>86A</sup> \$10,903.105

We propose to furnish material and labor in accordance with the above specifications for the sum of:

**Twenty one thousand eight hundred six and 21/100 dollars**

**\$21,806.21**

Payment is to be made as follows:

**1/2 deposit with order, balance & permits upon completion.**

**1 1/2% interest charge will be added to open balance per month if not paid within 30 days after completion**

All work will be completed in a workmanlike manner. Any alteration or deviation from the above specifications will be executed only upon mutual written agreement of Bill Yount Signs and the customer, and customer agrees

to pay any charges over and above the estimated price.

This proposal is subject to the terms and conditions as outlined on the reverse.

Authorized Robert Williams

Signature

\* This proposal may be withdrawn by us if not accepted in 30 days.

**Acceptance of Proposal** The above conditions are satisfactory,

and are hereby accepted. Bill Yount Signs is authorized to do the work as specified.

Payment will be made as outlined above.

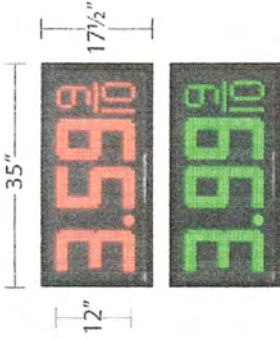
Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_



Daktronic EMC 20mm  
full color LED



Used 12" WatchFire LED  
Price Signs



Proposed



Existing

**CUSTOMER**  
VP Racing

**CONTACT**

**LOCATION**  
1982 Vandalia Rd  
Collinsville, IL

**DATE**  
02/16/2017

**SALES PERSON**  
Bob Williams

**DESIGNER**  
Erin Schroeder

**FILE NAME**  
VP Racing Collinsville  
Pole Sign LED Specs

**REVISIONS**  
00/00/0000

|                   |  |
|-------------------|--|
| Approved As Is    |  |
| Approved As Noted |  |
| Revise & Resubmit |  |

**Bill Mount**  
**SIGNS**  
and ELECTRIC

2002 Woodson Rd., St. Louis, MO 63114  
(314) 423-2933 ph (314) 423-8056 fax  
www.BillYountSigns.com



# Estimate

2540 S 1st St.  
Springfield, IL 62704

Estimate #: 89887

Estimate Date: 12/16/2016 8:09:

## Bill To:

Lincoln Land Oil Co.  
P. O. Box 4307  
Springfield, IL 62708

## Job Site:

Orchards Shopping Center  
1900 Vandalia Street  
Collinsville, IL

### Scope of Work: replacement faces for collinsville

|   |   | Quantity | Unit Price  | Subtotal    |
|---|---|----------|-------------|-------------|
| 1 | Product: <b>OPTION A - 18" LED PRICE CHANGER</b><br>Design, Manufacture, and Install New VP<br>Racing Sign Package with 18" LED<br>Electronic Price Changer. Includes 96" x<br>107" and 37" x 96" double faced, internally<br>illuminated cabinets as per rendering.<br>Includes removal of existing Shell signage. | 1.00     | \$22,044.46 | \$22,044.46 |
| 2 | Product: <b>OPTION B - 24" LED PRICE CHANGER</b><br>Design, Manufacture, and Install New VP<br>Racing Sign Package with 24" LED<br>Electronic Price Changer. Includes 96" x<br>107" and 54" x 96" double faced, internally<br>illuminated cabinets as per rendering.<br>Includes removal of existing Shell signage. | 1.00     | \$23,396.47 | \$23,396.47 |
| 3 | Product: <b>OPTION C- WITHOUT PRICE CHANGER</b><br>Design, Manufacture, and Install New VP<br>Racing Sign Package without Price<br>Changer. Includes 96" x 107" double faced,<br>internally illuminated cabinet as per<br>rendering. Includes removal of existing<br>Shell signage.                                 | 1.00     | \$14,733.68 | \$14,733.68 |
| 4 | Product: <b>Permit Acquisition Fee, Permit Cost (yet to<br/>be determined) to be Billed upon Final<br/>Invoice.</b>   | 1.00     | \$125.00    | \$125.00    |

## Notes

**STATEMENT OF WARRANTY** - All signs MANUFACTURED and INSTALLED are guaranteed, for a period of 1 year from the date of installation, to be free of defect in materials and workmanship. Defective parts will be replaced, during the first 90 days, without charge for both labor and materials. Defective parts will be replaced, after 90 days up to 12 months, without charge for materials only. THIS WARRANTY DOES NOT APPLY TO LABOR INCURRED BEYOND 90 DAYS AFTER INSTALLATION.

In the event CUSTOMER fails to pay when due any balance under this agreement, Ace Sign Co (Ace) is entitled to recover as additional damages its attorney fees, costs or other expenses incurred in collecting said balance. To secure its obligations under this agreement, CUSTOMER hereby grants to Ace a security agreement in the property described above and all additions thereto. Upon default by CUSTOMER, Ace shall have the right to peaceably enter CUSTOMER's premises and repossess said property.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date Accepted \_\_\_\_\_

TERMS: 50% Down; Balance Net 30

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Customer / Job Site

**Lincoln Land Oil**

P. O. Box 4307  
Springfield, IL 62708

Scope of Work

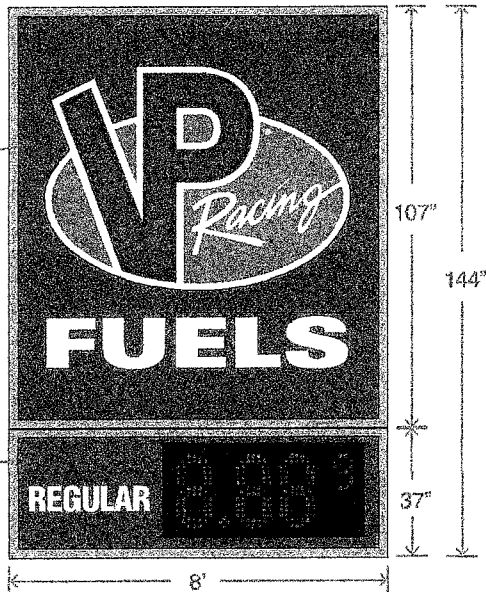
**Replacement Faces  
for Collinsville**

Build New Double  
Face Internally  
Illuminated 12"  
Fabricated Aluminum  
Cabinet with T8  
Illumination and Flex  
Face Faces w/ Digital  
Printed Graphics on  
top Cabinet.  
Polycarbonate Face  
w/ Digital Printed  
Graphics on bottom  
Cabinet.

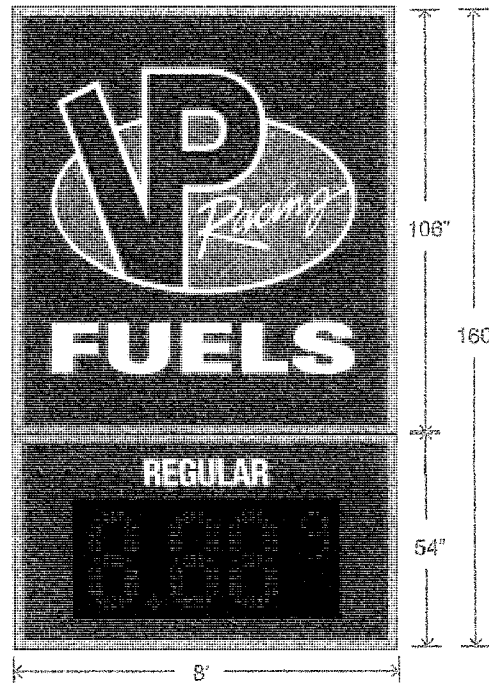
**18" Digits**

Flex Faces  
W/ Digital Print  
Vinyl Graphics

Polycarb. Faces  
W/ Digital Print  
Vinyl Graphics



**24" Digits**



**1 DIGIT SIZE OPTIONS**  
Scale: 1/2" = 1'

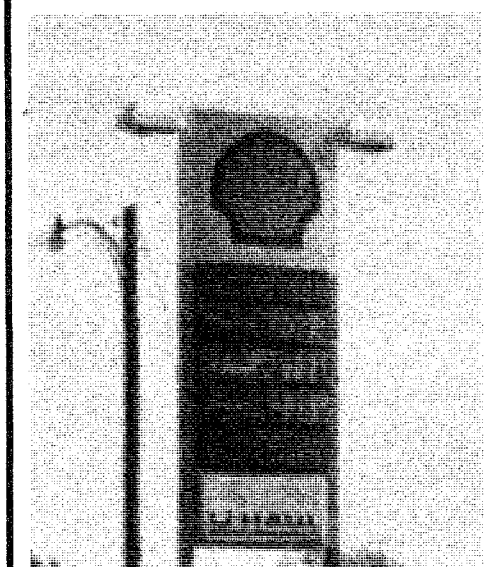
**COLOR MATCHING**

 **LIGHT BLUE**  
PMS 300C

 **RED**  
PMS 186C

 **DARK BLUE**  
PMS 288C

**EXISTING**



**Must Verify Sizes**

| BACKGROUND/DETAIL   |             |              |   |
|---------------------|-------------|--------------|---|
| BACKGROUND MATERIAL |             |              |   |
| Polycarbonate       |             |              |   |
| QUANTITY            |             |              |   |
| 2                   |             |              |   |
| SIZE                |             |              |   |
| 96"w                |             |              | v |
| BACKGROUND COLOR    |             | METHOD       |   |
| white               |             |              |   |
| DOUBLE FACE         | SINGLE FACE | BACK TO BACK |   |
|                     |             |              |   |



# Eberhart Sign & Lighting Co.

104 First Avenue  
Edwardsville, IL 62025

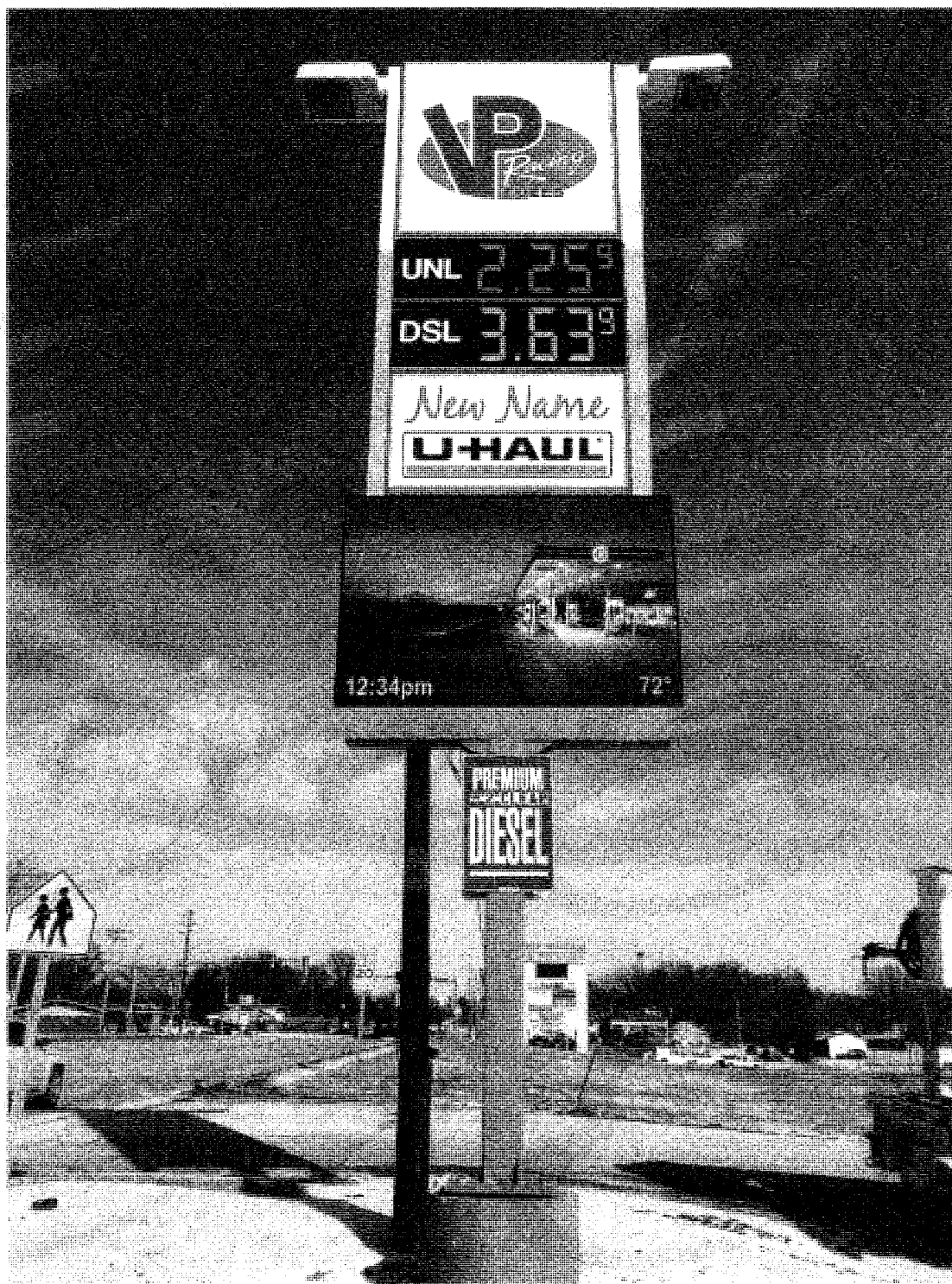
phone: 618.656.7256 fax: 618.656.7257

## Estimate

| Date     | Estimate # |
|----------|------------|
| 2/3/2017 | 9849       |

| Name / Address   |
|--|
| Orchard Shell<br>1900 Vandalia St.<br>Collinsville, IL 62234 |

|  |                         |      | Project |
|--|-------------------------|------|---------|
| Description  | Qty                     | Cost | Total   |
| <b>OPTION #1</b><br>Site survey to obtain photos, measurements and exact cut size of retainer system. Remove existing Shell faces, dispose of offsite and install new VP Racing Fuel faces. Remove existing five (5) grey, manual fuel pricing cabinets, dispose of offsite. Remove existing U-Haul faces, take to Eberhart for removal of existing name and install of new name. Reinstall and secure faces back into cabinet. Install new Dak price changers and Dak electronic message board.<br><br>DAK PRICE CHANGERS SPECIFICATIONS: FL-300 units, 18" character height, red digital color, overall cabinet dimensions 1' 10" H x 4' 1" W x 0' 3" D. Fuellink Wireless Keyfob Control Kit.<br><br>DAK READER BOARD SPECIFICATIONS: GS6 unit, 15.85mm Full Color (RGB), matrix: 80 x 150, overall cabinet dimensions 4' 8" H x 8' 1" W x 0' 5" D. Venus Control Suite software, time/temp and wireless ethernet bridge radio included.<br><br>Procurement Fees for securing permit (Included in Total Cost) 0.00 0.00<br>Permit Fees (Actual Cost of Permit) 0.00 0.00<br><br>All material labor and equipment included for fabrication and installation.<br><u>\$52,678.73</u> |                         |      |         |
| Thank you for allowing Eberhart Sign & Lighting the opportunity to quote this work!  | <b>Subtotal</b>         |      |         |
|  | <b>Sales Tax (7.1%)</b> |      |         |
|  | <b>Total</b>            |      |         |



[PROPOSED SIGNAGE]

Customer:  
Steve

Business:  
Orchard Shell

City:  
Collinsville, IL

Date:  
1/31/2017

Approval Signature (PLEASE SIGN HERE AND RETURN TO EBERHART SIGN & LIGHTING):  
[customer signature]

PRESIDENT OF EBERHART SIGN & LIGHTING:  
Sue Schmidt [sue.schmidt@eberhartsigns.net]

104 1st Avenue | Edwardsville, IL 62025

COPYRIGHT BY EBERHART SIGN & LIGHTING CO.



**EBERHART**  
SIGN & LIGHTING  
since 1936



These plans are the property of Eberhart Sign & Lighting Co. and are the result of the original work of its employees. They are submitted to your company for the sole purpose of your consideration of whether to purchase these plans. Distribution or exhibition of these plans to anyone other than employees of your company or use of these plans to construct a sign similar to the one shown herein is expressly prohibited. In the event that such an exhibition occurs, Eberhart Sign and Lighting Co. expects to be reimbursed \$500.00 in compensation for the time and effort entailed in creating these plans.

P: (618) 656-7256 | F: (618) 656-7257



City of Collinsville  
SIGN PERMIT APPLICATION – PERMANENT SIGNS  
Department of Community Development  
346-5200 Ext. 1126

THIS FORM MUST BE COMPLETED IN FULL OR APPROVAL WILL BE DELAYED. COMPLETE A SEPARATE FORM FOR EACH SIGN PROPOSED. PAYMENT MUST ACCOMPANY APPLICATION. ALLOW 5 WORKING DAYS FOR PROCESSING.

Steve Suess 345-1827  
CONTACT NAME & ORGANIZATION PHONE  
1900 Vandalia Collinsville Orchard shell @ Yahoo.com  
MAILING ADDRESS EMAIL  
Orchard shell service LLC 1900 Vandalia Collinsville  
BUSINESS NAME WHERE SIGN IS TO BE PLACED ADDRESS WHERE SIGN IS TO BE PLACED  
Steve Suess 1900 Vandalia Collinsville  
BUSINESS OWNER OR MANAGER BUSINESS MAILING ADDRESS  
Steve Suess [REDACTED]  
PROPERTY OWNER PROPERTY OWNER'S MAILING ADDRESS

DESCRIPTION OF SIGN:

Width: 6' Height: 30' Total Sq. Ft.: 102 Cost of Sign: \$21,806.21  
Type of Illumination: Back lit Method of Support: Steel poll anchored in concrete

TYPE OF SIGN:

- ☒ Freestanding/Monument Sign: Height from ground to top of sign (in ft.): 30 ft  
☐ Flush Mounted Sign: Total square footage of building face where sign will be placed: \_\_\_\_\_  
☐ Projecting Sign: Total square footage of building face where sign will be placed: \_\_\_\_\_  
☐ Window Graphic: Total square footage of window area: \_\_\_\_\_  
☐ Electronic Messaging Center Sign: Total square footage of EMCS portion of sign: 13 ft

Amount of street frontage of sign location (linear ft.): \_\_\_\_\_

Total square footage of existing graphics: 90

ATTACH COLOR RENDERING OR DRAWING OF SIGN SHOWING DIMENSIONS AND EXACT LOCATION ON BUILDING/LOT. ATTACH CURRENT COLOR PHOTOGRAPH(S) OF ESTABLISHMENT SHOWING ALL EXISTING SIGNS. SUFFICIENT INFORMATION MUST BE PROVIDED TO ALLOW IDENTIFICATION OF SIGN'S LOCATION, SIZE, DESIGN, SUPPORT, MATERIALS, COLORS, AND ILLUMINATION.

[REDACTED]  
SIGNATURE ☒ Owner ☐ Representative

PRINTED NAME (if Representative)

SIGN PERMIT FEE.....\$100.00

For Office Use Only

Date Received: 6/20/17

Sign Zone: ☐ 1 ☐ 2 ☐ 3 ☐ 4

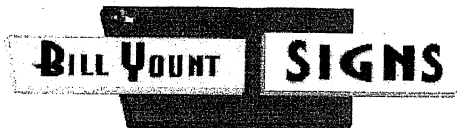
Approved by: D.D

Date Approved: 6/22/17

Permit Number #1974

Additional Requirements: \_\_\_\_\_

BY: \_\_\_\_\_



# Proposal

2002 Woodson Road  
St. Louis, Missouri 63114

Phone 314-423-2933  
Fax 314-423-8056

E Mail [bob@billyountsigns.com](mailto:bob@billyountsigns.com)

|   |   |  |
|---|---|--|
| PROPOSAL SUBMITTED TO<br><b>Orchard Shell</b>           | PHONE <b>618-345-1827</b><br>FAX            | DATE <b>2/21/2017</b>  |
| ADDRESS<br><b>1892 Vandalia Rd</b>                      | JOB NAME<br><b>same</b>                     |  |
| CITY, STATE, ZIP CODE<br><b>Ciollinsville, IL 62234</b> | JOB LOCATION                                |  |
| SALES REPRESENTATIVE<br><b>Bob Williams</b>             | CUSTOMER CONTACT NAME<br><b>Steve Suvss</b> | E Mail<br><a href="mailto:orchardshell@yahoo.com">orchardshell@yahoo.com</a> |

Thank you for the opportunity to submit this estimate for the following specifications:

Change faces in existing Shell pole sign

Top sign face made of Pan formed Lexan with 2nd surface VP copy as per sketch.

Price sign face made of pan formed lexan with Watchfire 12" LED gas price signs.

Gas prices controlled by hand held remote.

**\$11,317.08**

Furnish one DAK electronic message center 32" tall x 5'-8" wide double faced

20 mm color, full animation

Radio controlled, software loaded on customer computer

Installed on sign, U-Haul sign moved down.

**\$10,489.13**

Cost of permit extra

This proposal includes all applicable taxes.

We propose to furnish material and labor in accordance with the above specifications for the sum of:

**Twenty one thousand eight hundred six and 21/100 dollars**

**\$21,806.21**

Payment is to be made as follows:

**1/2 deposit with order, balance & permits upon completion.**

**1 1/2% interest charge will be added to open balance per month if not paid within 30 days after completion**

All work will be completed in a workmanlike manner. Any alteration or deviation from the above specifications will be executed only upon mutual written agreement of Bill Yount Signs and the customer, and customer agrees

to pay any charges over and above the estimated price.

This proposal is subject to the terms and conditions as outlined on the reverse.

Authorized **Robert Williams**

Signature

\* This proposal may be withdrawn by us if not accepted in 30 days.

**Acceptance of Proposal**

The above conditions are satisfactory,

and are hereby accepted. Bill Yount Signs is authorized to do the work as specified.

Payment will be made as outlined above.

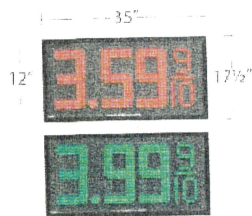
Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_



Daktronic EMC 20mm  
full color LED



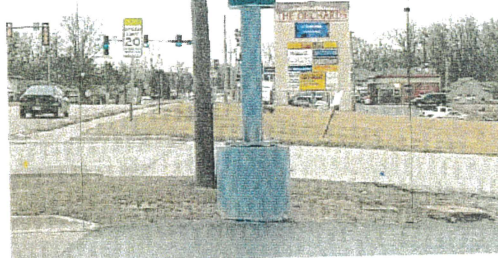
Used 12" WatchFire LED  
Price Signs

30'



Existing

13'



Change faces in existing Shell Oil sign  
No change in height or location  
Add EMC sign.

Proposed

6'

17'

30'

**CUSTOMER**  
VP Racing  
**CONTACT**

**LOCATION**  
1982 Vandalia Rd  
Collinsville, IL

**DATE**  
02/16/2017

**SALES PERSON**  
Bob Williams

**DESIGNER**  
Erin Schroeder

**FILE NAME**  
VP Racing Collinsville  
Pole Sign LED Specs

**REVISIONS**  
00/00/0000

|                   |
|-------------------|
| Approved As Is    |
| Approved As Noted |
| Revise & Resubmit |

**BILL YOUNT** **SIGNS**  
and Electric

2002 Woodson Rd., St. Louis, MO 63114  
(314) 423-2933 ph (314) 423-8056 fax  
www.BillYountSigns.com

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# CITY COUNCIL AGENDA ITEM STAFF REPORT

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MEETING DATE: July 24, 2017

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TITLE: Motion to Approve Payment of Bills

---

DEPARTMENT: Finance

---

PROJECT MANAGER: Tamara Ammann, Director of Finance

---

REQUESTED ACTION: Approval

---

STRATEGIC PLAN GOAL(S): Goal 7 – Financially Sustainable City

---

ATTACHMENTS: Board Lists

---

## EXECUTIVE SUMMARY:

Motion to Approve Payment of Bills for the Period Ending July 14, 2017 in the Amount of \$556,911.27

## BACKGROUND & HISTORY:

Individual check run amounts are as follows:

July 7, 2017 \$98,782.89

July 14, 2017 \$458,128.38

## STAFF REVIEW & ANALYSIS:

Weekly check run

## FINANCIAL IMPACT:

\$556,911.27 in payments

## ALTERNATIVES:

N/A

## PROS & CONS:

N/A

## RECOMMENDATION:

The Director of Finance recommends the approval of the Motion to Approve Payment of Bills for the period ending July 14, 2017 in the amount of \$556,911.27.

***Collinsville City Council Meeting***

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CONCLUSION:

***Staff Report***

***Error! No text of specified style in document.***

# Board Listing

For Meeting Dated 07/24/17

**List #430**

| Vendor  | Invoice              | Description  | Inv. Date                        | Due Date | Amount     |
|---|----------------------|--|----------------------------------|----------|------------|
| AGENCY FOR COMMUNITY TRANSIT                      |                      |  |                                  |          |            |
|   | Invoice: 1720046     | 01-71-00-5130 LOF  | 06/21/17<br>\$128.19             | 07/07/17 | \$128.19   |
| Vendor Total for: AGENCY FOR COMMUNITY TRANSIT    |                      | (Fiscal YTD Payments: \$1,150.28)  |                                  |          | \$128.19   |
| ALLISON'S COMFORT SHOES & BOOTS                   |                      |  |                                  |          |            |
|   | Invoice: 1/130/63062 | 52-43-30-4710 TP: BOOTS 2017   | 06/20/17<br>\$180.00             | 07/07/17 | \$180.00   |
| Vendor Total for: ALLISON'S COMFORT SHOES & BOOTS |                      | (Fiscal YTD Payments: \$.00)   |                                  |          | \$180.00   |
| B & H PHOTO-VIDEO                                 |                      |  |                                  |          |            |
|   | Invoice: 126891436   | 01-16-00-6520 MEMORY CARDS<br>01-16-00-6520 RECHRG BATTERIES                           | 06/05/17<br>\$231.20<br>\$53.84  | 07/07/17 | \$285.04   |
| Vendor Total for: B & H PHOTO-VIDEO               |                      | (Fiscal YTD Payments: \$2,201.90)  |                                  |          | \$285.04   |
| BEELMAN LOGISTICS LLC                             |                      |  |                                  |          |            |
|   | Invoice: 549703      | BOL #400037097<br>52-43-30-6560 26.79T QUICKLIME                                       | 06/08/17<br>\$540.90             | 07/07/17 | \$540.90   |
|   | Invoice: 549705      | BOL #1249514, 1249574, 1249549<br>52-43-20-6140 53.16T CA7<br>41-00-00-8500 27.19T CA7 | 06/08/17<br>\$658.67<br>\$336.88 | 07/07/17 | \$995.55   |
|   | Invoice: 550878      | BOL #615545-1<br>52-44-30-6560 24.17T HYDRD LIME                                       | 06/15/17<br>\$488.00             | 07/07/17 | \$488.00   |
|   | Invoice: 550879      | BOL #400037271<br>52-43-30-6560 26.6T QUICKLIME  | 06/15/17<br>\$537.05             | 07/07/17 | \$537.05   |
| Vendor Total for: BEELMAN LOGISTICS LLC           |                      | (Fiscal YTD Payments: \$36,755.04)   |                                  |          | \$2,561.50 |
| BUTLER SUPPLY, INC.                               |                      |  |                                  |          |            |
|   | Invoice: 12732196    | 52-44-30-6150 CONDUIT  | 06/19/17<br>\$40.31              | 07/07/17 | \$40.31    |
| Vendor Total for: BUTLER SUPPLY, INC.             |                      | (Fiscal YTD Payments: \$748.94)  |                                  |          | \$40.31    |
| CARGILL, INC                                      |                      |  |                                  |          |            |
|   | Invoice: 2903467753  | 52-43-30-6560 48,040 LBS SALT  | 06/11/17<br>\$5,044.20           | 07/07/17 | \$5,044.20 |

# Board Listing

For Meeting Dated 07/24/17

**List #430**

| Vendor                                       | Invoice            | Description                        | Inv. Date              | Due Date | Amount     |
|--|--------------------|------------------------------------|------------------------|----------|------------|
| Vendor Total for: CARGILL, INC               |                    | (Fiscal YTD Payments: \$38,031.66) |                        |          | \$5,044.20 |
| CARTER WATERS LLC                            |                    |                                    |                        |          |            |
|  | Invoice: 30094005  | 01-41-10-6140 BARRIER FABRIC       | 06/13/17<br>\$278.30   | 07/07/17 | \$278.30   |
|  | Invoice: 30094154  | 01-41-10-6140 LINED STEEL TANK     | 06/16/17<br>\$113.63   | 07/07/17 | \$113.63   |
|  | Invoice: 30094381  | 52-43-20-6150 WATER PLUGS          | 06/22/17<br>\$309.31   | 07/07/17 | \$309.31   |
| Vendor Total for: CARTER WATERS LLC          |                    | (Fiscal YTD Payments: \$4,094.70)  |                        |          | \$701.24   |
| CHARTER COMMUNICATIONS                       |                    |                                    |                        |          |            |
|  | Invoice: 05/17     | 52-00-00-3840 WATER PLANT CABLE    | 05/07/17<br>\$14.77    | 07/07/17 | \$14.77    |
|  | Invoice: 06/17     | 52-00-00-3840 WATER PLANT CABLE    | 06/07/17<br>\$1.67     | 07/07/17 | \$1.67     |
| Vendor Total for: CHARTER COMMUNICATIONS     |                    | (Fiscal YTD Payments: \$57.89)     |                        |          | \$16.44    |
| CHEMTRADE CHEMICALS US LLC                   |                    |                                    |                        |          |            |
|  | Invoice: 92116419  | 52-43-30-6560 4,357.07 GAL ALUM    | 06/05/17<br>\$3,988.02 | 07/07/17 | \$3,988.02 |
| Vendor Total for: CHEMTRADE CHEMICALS US LLC |                    | (Fiscal YTD Payments: \$40,180.86) |                        |          | \$3,988.02 |
| CINTAS CORPORATION #731                      |                    |                                    |                        |          |            |
|  | Invoice: 731647289 | 01-41-10-5930 STREET UNIFORMS      | 06/22/17<br>\$103.37   | 07/07/17 | \$103.37   |
|  | Invoice: 731647290 | 52-44-30-5930 WW PLANT UNIFORMS    | 06/22/17<br>\$49.07    | 07/07/17 | \$49.07    |
|  | Invoice: 731647291 | 52-43-20-5930 WTR LNS UNIFORMS     | 06/22/17<br>\$60.96    | 07/07/17 | \$60.96    |
|  | Invoice: 731647292 | 52-44-20-5930 WW LINES UNIFORMS    | 06/22/17<br>\$61.06    | 07/07/17 | \$61.06    |
|  | Invoice: 731647293 | 52-43-30-5930 WTR PLNT UNIFORMS    | 06/22/17<br>\$44.63    | 07/07/17 | \$44.63    |
| Vendor Total for: CINTAS CORPORATION #731    |                    | (Fiscal YTD Payments: \$.00)       |                        |          | \$319.09   |
| CITY OF O'FALLON                             |                    |                                    |                        |          |            |
|  | Invoice: 17-010    | 5/22                               | 06/05/17               | 07/07/17 | \$75.00    |

# Board Listing

For Meeting Dated 07/24/17

List #430

| Vendor  | Invoice              | Description   | Inv. Date                          | Due Date | Amount     |
|---|----------------------|---|------------------------------------|----------|------------|
|   |                      | 01-20-10-5630 GUN RANGE USE                                   | \$75.00                            |          |            |
| Vendor Total for: CITY OF O'FALLON                      |                      | (Fiscal YTD Payments: \$225.00)                               |                                    |          | \$75.00    |
| CLARKE MOSQUITO CONTROL PRODUCTS, INC                   |                      |   |                                    |          |            |
|   | Invoice: 5077238     | 01-41-10-6560 MOSQUITO SPRAY                                  | 06/15/17<br>\$1,667.50             | 07/07/17 | \$1,667.50 |
| Vendor Total for: CLARKE MOSQUITO CONTROL PRODUCTS, INC |                      | (Fiscal YTD Payments: \$30,631.71)                            |                                    |          | \$1,667.50 |
| COMMERCIAL TELEPHONE SYSTEMS                            |                      |   |                                    |          |            |
|   | Invoice: 48721       | 01-16-00-5490 DICTPHNE SIP LIC                                | 06/26/17<br>\$416.00               | 07/07/17 | \$416.00   |
| Vendor Total for: COMMERCIAL TELEPHONE SYSTEMS          |                      | (Fiscal YTD Payments: \$4,338.00)                             |                                    |          | \$416.00   |
| COMMUNICATIONS REVOLVING FUND                           |                      |   |                                    |          |            |
|   | Invoice: T1739071    | 01-20-10-5520 T-1 LINE 05/17<br>01-20-10-5520 COM CHRGS 05/17 | 06/12/17<br>\$490.40<br>\$1,018.21 | 07/07/17 | \$1,508.61 |
| Vendor Total for: COMMUNICATIONS REVOLVING FUND         |                      | (Fiscal YTD Payments: \$7,217.32)                             |                                    |          | \$1,508.61 |
| CONCRETE SUPPLY OF ILLINOIS                             |                      |   |                                    |          |            |
|   | Invoice: 155869      | MAIN ST WATER MAIN<br>41-00-00-8500 3CY CONCRETE              | 06/15/17<br>\$241.50               | 07/07/17 | \$241.50   |
|   | Invoice: 156018      | MAIN ST WATER MAIN<br>41-00-00-8500 25CY CONCRETE             | 06/15/17<br>\$2,125.00             | 07/07/17 | \$2,125.00 |
|   | Invoice: 156303      | MAIN ST WATER MAIN<br>41-00-00-8500 1CY CONCRETE              | 06/22/17<br>\$135.00               | 07/07/17 | \$135.00   |
|   | Invoice: 156431      | OSTLE<br>01-41-10-6140 3CY CONCRETE                           | 06/22/17<br>\$241.05               | 07/07/17 | \$241.05   |
|   | Invoice: 156432      | MAIN ST WATER MAIN<br>41-00-00-8500 1.5CY CONCRETE            | 06/22/17<br>\$177.50               | 07/07/17 | \$177.50   |
| Vendor Total for: CONCRETE SUPPLY OF ILLINOIS           |                      | (Fiscal YTD Payments: \$34,631.03)                            |                                    |          | \$2,920.05 |
| CRAWFORD, MIKE  |                      |   |                                    |          |            |
|   | Invoice: 07/17 BOOTS | REIMBURSE BOOTS<br>52-43-30-4710 MC: BOOTS 2017               | 06/24/17<br>\$179.95               | 07/07/17 | \$179.95   |
| Vendor Total for: CRAWFORD, MIKE                        |                      | (Fiscal YTD Payments: \$.00)                                  |                                    |          | \$179.95   |

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| Vendor  | Invoice              | Description                       | Inv. Date              | Due Date | Amount     |
|---|----------------------|-----------------------------------|------------------------|----------|------------|
| DRAKE SCRUGGS EQUIPMENT INC                     |                      |                                   |                        |          |            |
|   | Invoice: 0071989-IN  | 01-41-10-6130 #45 PIVOT FT, PIN   | 06/20/17<br>\$355.82   | 07/07/17 | \$355.82   |
| Vendor Total for: DRAKE SCRUGGS EQUIPMENT INC   |                      | (Fiscal YTD Payments: \$.00)      |                        |          | \$355.82   |
|   |                      |                                   |                        |          |            |
| ERB TURF & UTILITY EQUIP, INC                   |                      |                                   |                        |          |            |
|   | Invoice: 367079      | 52-44-20-5120 TRCTR REP CLUTCH    | 06/15/17<br>\$3,512.53 | 07/07/17 | \$3,512.53 |
|   | Invoice: 367466      | 52-44-20-6120 SAW BAR,CHAIN,OIL   | 06/23/17<br>\$75.92    | 07/07/17 | \$75.92    |
|   | Invoice: 367564      | 01-41-10-6520 FUEL MIX            | 06/26/17<br>\$13.02    | 07/07/17 | \$123.00   |
|   |                      | 01-41-10-6520 STRING LINE         | \$109.98               |          |            |
| Vendor Total for: ERB TURF & UTILITY EQUIP, INC |                      | (Fiscal YTD Payments: \$3,396.81) |                        |          | \$3,711.45 |
|   |                      |                                   |                        |          |            |
| FASTENAL COMPANY                                |                      |                                   |                        |          |            |
|   | Invoice: ILALT265160 | 52-44-20-6530 DRILL SET           | 06/13/17<br>\$129.99   | 07/07/17 | \$183.19   |
|   |                      | 52-44-20-6530 TAPE MEASURES       | \$53.20                |          |            |
|   | Invoice: ILALT265161 | 52-44-30-6530 DRILL SET           | 06/13/17<br>\$129.99   | 07/07/17 | \$129.99   |
|   | Invoice: ILALT265212 | 52-44-20-6520 ROD, NUTS           | 06/14/17<br>\$46.13    | 07/07/17 | \$46.13    |
| Vendor Total for: FASTENAL COMPANY              |                      | (Fiscal YTD Payments: \$1,053.93) |                        |          | \$359.31   |
|   |                      |                                   |                        |          |            |
| FEDDER OIL COMPANY                              |                      |                                   |                        |          |            |
|   | Invoice: 72985       | 01-13-00-6550 23.8 GAL GAS        | 06/13/17<br>\$47.27    | 07/07/17 | \$3,632.00 |
|   |                      | 01-64-00-6550 6.1 GAL GAS         | \$12.11                |          |            |
|   |                      | 01-65-00-6550 1.5 GAL GAS         | \$2.98                 |          |            |
|   |                      | 01-66-00-6550 13.7 GAL GAS        | \$27.21                |          |            |
|   |                      | 01-50-00-6550 3.2 GAL GAS         | \$6.36                 |          |            |
|   |                      | 01-16-00-6550 18.4 GAL GAS        | \$36.54                |          |            |
|   |                      | 01-71-00-6550 170.8 GAL GAS       | \$339.21               |          |            |
|   |                      | 01-30-00-6550 28.4 GAL GAS        | \$56.40                |          |            |
|   |                      | 01-31-00-6550 17.6 GAL GAS        | \$34.95                |          |            |
|   |                      | 01-20-00-6550 125.3 GAL GAS       | \$248.85               |          |            |
|   |                      | 01-20-10-6550 852.6 GAL GAS       | \$1,693.26             |          |            |
|   |                      | 01-20-40-6550 27.8 GAL GAS        | \$55.21                |          |            |

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| Vendor                               | Invoice             | Description                        | Inv. Date  | Due Date | Amount     |
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|                                      |                     | 01-40-00-6550 15.1 GAL GAS         | \$29.99    |          |            |
|                                      |                     | 01-41-10-6550 327.2 GAL GAS        | \$649.82   |          |            |
|                                      |                     | 52-43-20-6550 183.8 GAL GAS        | \$365.03   |          |            |
|                                      |                     | 52-43-30-6550 13.5 GAL GAS         | \$26.81    |          |            |
|                                      | Invoice: 72985 CR   |                                    | 06/13/17   | 07/07/17 | -\$57.20   |
|                                      |                     | 01-41-10-6550 28.8 UNDER BILLED    | -\$57.20   |          |            |
|                                      | Invoice: 73001      |                                    | 06/19/17   | 07/07/17 | \$491.48   |
|                                      |                     | 52-44-20-6550 258 GAL GAS          | \$491.48   |          |            |
|                                      | Invoice: 73002      |                                    | 06/19/17   | 07/07/17 | \$157.25   |
|                                      |                     | 52-44-20-6550 88 GAL DIESEL        | \$157.25   |          |            |
|                                      | Invoice: 73016      |                                    | 06/23/17   | 07/07/17 | \$3,291.83 |
|                                      |                     | 01-13-00-6550 12.6 GAL GAS         | \$24.00    |          |            |
|                                      |                     | 01-14-00-6550 5.1 GAL GAS          | \$9.72     |          |            |
|                                      |                     | 01-66-00-6550 28.8 GAL GAS         | \$54.86    |          |            |
|                                      |                     | 01-16-00-6550 21.3 GAL GAS         | \$40.58    |          |            |
|                                      |                     | 01-71-00-6550 121.0 GAL GAS        | \$230.51   |          |            |
|                                      |                     | 01-31-00-6550 23.6 GAL GAS         | \$44.96    |          |            |
|                                      |                     | 01-20-00-6550 115.1 GAL GAS        | \$219.27   |          |            |
|                                      |                     | 01-20-10-6550 665.8 GAL GAS        | \$1,268.35 |          |            |
|                                      |                     | 01-20-20-6550 10.2 GAL GAS         | \$19.43    |          |            |
|                                      |                     | 01-40-00-6550 29.8 GAL GAS         | \$56.77    |          |            |
|                                      |                     | 01-41-10-6550 359.0 GAL GAS        | \$683.90   |          |            |
|                                      |                     | 52-43-20-6550 200.0 GAL GAS        | \$381.00   |          |            |
|                                      |                     | 52-43-30-6550 16.2 GAL GAS         | \$30.86    |          |            |
|                                      |                     | 01-41-10-6550 119.5 OVER BILLED    | \$227.62   |          |            |
| Vendor Total for: FEDDER OIL COMPANY |                     | (Fiscal YTD Payments: \$82,738.80) |            |          | \$7,515.36 |
| FLINT TRADING, INC                   |                     |                                    |            |          |            |
|                                      | Invoice: 212144     |                                    | 06/20/17   | 07/07/17 | \$318.26   |
|                                      |                     | 01-41-10-6140 STRIPES, GLUE        | \$318.26   |          |            |
| Vendor Total for: FLINT TRADING, INC |                     | (Fiscal YTD Payments: \$.00)       |            |          | \$318.26   |
| GALETON GLOVES                       |                     |                                    |            |          |            |
|                                      | Invoice: 1434732-00 |                                    | 06/15/17   | 07/07/17 | \$361.96   |
|                                      |                     | 52-44-20-6520 GLVES,SFTY GLSSES    | \$361.96   |          |            |
| Vendor Total for: GALETON GLOVES     |                     | (Fiscal YTD Payments: \$.00)       |            |          | \$361.96   |
| HACH COMPANY                         |                     |                                    |            |          |            |
|                                      | Invoice: 10483245   |                                    | 06/05/17   | 07/07/17 | \$401.67   |
|                                      |                     | 52-43-30-6520 CHLORINE             | \$401.67   |          |            |

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| Vendor  | Invoice               | Description                       | Inv. Date              | Due Date | Amount     |
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| Vendor Total for: HACH COMPANY                      |                       | (Fiscal YTD Payments: \$1,358.57) |                        |          | \$401.67   |
| HERC RENTALS INC.                                   |                       |                                   |                        |          |            |
|   | Invoice: 29323389-001 | 52-43-20-5930 RENT 1 TON ROLLER   | 06/14/17<br>\$1,520.00 | 07/07/17 | \$1,520.00 |
| Vendor Total for: HERC RENTALS INC.                 |                       | (Fiscal YTD Payments: \$.00)      |                        |          | \$1,520.00 |
| HERITAGE - CRYSTAL CLEAN                            |                       |                                   |                        |          |            |
|   | Invoice: 14635444     | 01-41-10-6520 PARTS CLEANER       | 06/16/17<br>\$308.73   | 07/07/17 | \$308.73   |
| Vendor Total for: HERITAGE - CRYSTAL CLEAN          |                       | (Fiscal YTD Payments: \$617.46)   |                        |          | \$308.73   |
| HOME DEPOT CREDIT SERVICES - 2008                   |                       |                                   |                        |          |            |
|   | Invoice: 06/17        | 41-65-00-6520 SCRIN CABLE, CLMPS  | 06/20/17<br>\$32.72    | 07/07/17 | \$407.62   |
|   |                       | 01-41-10-6140 DRAINS,ADPTRS,CPG   | \$153.49               |          |            |
|   |                       | 01-41-10-6140 DRAIN PIPE, ADPTR   | \$13.34                |          |            |
|   |                       | 01-31-00-6520 BLADES, RIVETS      | \$14.45                |          |            |
|   |                       | 01-14-00-6110 BITS,ANCHRS,CLMPS   | \$55.98                |          |            |
|   |                       | 01-41-10-6140 MULCH               | \$51.38                |          |            |
|   |                       | 01-41-10-6530 FSTNRS,BITS,LGS     | \$17.56                |          |            |
|   |                       | 01-41-10-6530 HOLE CUTTER         | \$30.52                |          |            |
|   |                       | 01-41-10-6530 WIRE WHEEL          | \$7.27                 |          |            |
|   |                       | 01-41-10-6530 HOE, CULTIVATOR     | \$30.91                |          |            |
| Vendor Total for: HOME DEPOT CREDIT SERVICES - 2008 |                       | (Fiscal YTD Payments: \$4,659.18) |                        |          | \$407.62   |
| HOME DEPOT CREDIT SERVICES - 6489                   |                       |                                   |                        |          |            |
|   | Invoice: 06/17        | 52-44-20-6530 BLDES,CUT OFF WHL   | 06/20/17<br>\$6.51     | 07/07/17 | \$534.21   |
|   |                       | 52-43-20-6520 SPRAYER, HOSE KIT   | \$24.93                |          |            |
|   |                       | 52-43-20-6520 WASP, ANT SPRAY     | \$15.12                |          |            |
|   |                       | 52-44-20-6520 WIRE, WIRE STRPPR   | \$173.89               |          |            |
|   |                       | 52-44-20-6150 CAULK SEALANT       | \$150.72               |          |            |
|   |                       | 52-44-20-6170 WEED KILLER         | \$47.47                |          |            |
|   |                       | 52-44-30-6170 WEED KILLER         | \$47.47                |          |            |
|   |                       | 52-44-20-6530 PUTTY KNF,JNT KNF   | \$14.94                |          |            |
|   |                       | 52-44-20-6520 CEMENT              | \$33.75                |          |            |
|   |                       | 52-44-20-6130 TV VN STROBE SWCH   | \$19.41                |          |            |

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| Vendor   | Invoice                 | Description   | Inv. Date                       | Due Date | Amount      |
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| Vendor Total for: HOME DEPOT CREDIT SERVICES - 6489  |                         | (Fiscal YTD Payments: \$3,768.09)                                     |                                 |          | \$534.21    |
| HURST-ROSCHKE ENGINEERS, INC                         |                         |   |                                 |          |             |
|  | Invoice: 170-2323-29    | PROJECT #170-2323, ORD 4669<br>52-43-30-5320 CONSTRUCTION             | 06/07/17<br>\$24,152.50         | 07/07/17 | \$24,152.50 |
| Vendor Total for: HURST-ROSCHKE ENGINEERS, INC       |                         | (Fiscal YTD Payments: \$40,995.92)                                    |                                 |          | \$24,152.50 |
| IL ELECTRIC WORKS INC                                |                         |   |                                 |          |             |
|  | Invoice: SI2749         | 52-44-30-6530 HOIST   | 06/16/17<br>\$234.71            | 07/07/17 | \$234.71    |
| Vendor Total for: IL ELECTRIC WORKS INC              |                         | (Fiscal YTD Payments: \$28,012.81)                                    |                                 |          | \$234.71    |
| IL ENVIRONMENTAL PROTECTION AGENCY                   |                         |   |                                 |          |             |
|  | Invoice: IL0028215 (17) | ACCT #IL0028215 (A), 7/1/17-6/30/18<br>52-44-30-5490 NPDES PERMIT FEE | 06/20/17<br>\$17,500.00         | 07/07/17 | \$17,500.00 |
|  | Invoice: ILR400316 (17) | ACCT #ILR400316 (A), 7/1/17-6/30/18<br>01-41-10-5490 NPDES PERMIT FEE | 06/20/17<br>\$1,000.00          | 07/07/17 | \$1,000.00  |
| Vendor Total for: IL ENVIRONMENTAL PROTECTION AGENCY |                         | (Fiscal YTD Payments: \$470.00)                                       |                                 |          | \$18,500.00 |
| INDUSTRIAL SOAP COMPANY                              |                         |   |                                 |          |             |
|  | Invoice: 1084114        | 52-44-30-6520 PAPER TOWELS,CUPS<br>52-44-20-6520 PAPER TOWELS         | 06/15/17<br>\$178.00<br>\$70.95 | 07/07/17 | \$248.95    |
|  | Invoice: 1084259        | 01-41-10-6540 PPR TWLS, TLT PPR                                       | 06/16/17<br>\$194.00            | 07/07/17 | \$194.00    |
| Vendor Total for: INDUSTRIAL SOAP COMPANY            |                         | (Fiscal YTD Payments: \$1,509.54)                                     |                                 |          | \$442.95    |
| K & B TRUCK REPAIR, INC                              |                         |   |                                 |          |             |
|  | Invoice: 87948          | 52-43-20-5130 #39 RPL A/C SWTCH                                       | 06/19/17<br>\$460.66            | 07/07/17 | \$460.66    |
| Vendor Total for: K & B TRUCK REPAIR, INC            |                         | (Fiscal YTD Payments: \$7,950.89)                                     |                                 |          | \$460.66    |
| KASSING, IRV   |                         |   |                                 |          |             |
|  | Invoice: 807048         | 01-41-10-6140 10 STRAW BALES  | 06/22/17<br>\$40.00             | 07/07/17 | \$40.00     |

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| Vendor  | Invoice                  | Description  | Inv. Date              | Due Date | Amount     |
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| Vendor Total for: KASSING, IRV                        |                          | (Fiscal YTD Payments: \$84.00)                         |                        |          | \$40.00    |
| KEY EQUIPMENT & SUPPLY, INC                           |                          |  |                        |          |            |
|   | Invoice: 151282          | 01-41-10-6120 EGL SWP SPRNG,BSH                        | 06/21/17<br>\$712.34   | 07/07/17 | \$712.34   |
|   | Invoice: 151283          | 01-41-10-6120 EGL SWP STRIP BRM                        | 06/22/17<br>\$398.00   | 07/07/17 | \$398.00   |
| Vendor Total for: KEY EQUIPMENT & SUPPLY, INC         |                          | (Fiscal YTD Payments: \$8,335.41)                      |                        |          | \$1,110.34 |
| KIENSTRA-ILLINOIS, LLC                                |                          |  |                        |          |            |
|   | Invoice: 87436           | EASTPORT<br>52-43-20-6140 2CY CONCRETE                 | 06/15/17<br>\$260.00   | 07/07/17 | \$260.00   |
| Vendor Total for: KIENSTRA-ILLINOIS, LLC              |                          | (Fiscal YTD Payments: \$4,121.00)                      |                        |          | \$260.00   |
| LHOIST NORTH AMERICA OF MISSOURI, I                   |                          |  |                        |          |            |
|   | Invoice: 1171903375      | BOL #400037620<br>52-43-30-6560 26.49T QUICKLIME       | 06/21/17<br>\$5,033.10 | 07/07/17 | \$5,033.10 |
| Vendor Total for: LHOIST NORTH AMERICA OF MISSOURI, I |                          | (Fiscal YTD Payments: \$74,943.60)                     |                        |          | \$5,033.10 |
| LONDON SHOE SHOP                                      |                          |  |                        |          |            |
|   | Invoice: 06/13/17 RG BTS | 01-41-10-4710 RG: BOOTS 2017                           | 06/13/17<br>\$78.00    | 07/07/17 | \$78.00    |
|   | Invoice: 06/14/17 TD BTS | 52-44-30-4710 TD: BOOTS 2017                           | 06/14/17<br>\$153.75   | 07/07/17 | \$153.75   |
|   | Invoice: 06/22/17 PK BTS | 01-41-10-4710 PK: BOOTS 2017                           | 06/22/17<br>\$78.00    | 07/07/17 | \$78.00    |
| Vendor Total for: LONDON SHOE SHOP                    |                          | (Fiscal YTD Payments: \$567.00)                        |                        |          | \$309.75   |
| MACLAIR ASPHALT SALES, LLC                            |                          |  |                        |          |            |
|   | Invoice: 2252            | TICKET #113155, 113271<br>52-44-20-6140 6.59T COLD MIX | 06/12/17<br>\$434.94   | 07/07/17 | \$434.94   |
| Vendor Total for: MACLAIR ASPHALT SALES, LLC          |                          | (Fiscal YTD Payments: \$18,859.48)                     |                        |          | \$434.94   |
| MARCAL ROPE & RIGGING INC                             |                          |  |                        |          |            |
|   | Invoice: 81994           |  | 06/23/17               | 07/07/17 | \$923.74   |

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| Vendor  | Invoice                | Description                        | Inv. Date  | Due Date | Amount     |
|---|------------------------|------------------------------------|------------|----------|------------|
|   |                        | 52-44-20-6520 CHAIN SLINGS         | \$923.74   |          |            |
| Vendor Total for: MARCAL ROPE & RIGGING INC       |                        | (Fiscal YTD Payments: \$.00)       |            |          | \$923.74   |
| MAY, TERESA                                       |                        |                                    |            |          |            |
|   | Invoice: SPRING QTR 17 | REIMBURSE TUITION & BOOKS          | 06/24/17   | 07/07/17 | \$1,053.48 |
|   |                        | 01-20-00-5640 TM: 3 UNDRGRD HRS    | \$900.00   |          |            |
|   |                        | 01-20-00-5640 TM: TEXTBOOK         | \$153.48   |          |            |
| Vendor Total for: MAY, TERESA                     |                        | (Fiscal YTD Payments: \$2,550.00)  |            |          | \$1,053.48 |
| MCKAY AUTO PARTS, INC                             |                        |                                    |            |          |            |
|   | Invoice: 214659        |                                    | 06/15/17   | 07/07/17 | \$104.37   |
|   |                        | 52-43-20-6130 OIL,AIR,FUEL FLTR    | \$104.37   |          |            |
|   | Invoice: 215096        |                                    | 06/20/17   | 07/07/17 | \$299.99   |
|   |                        | 01-41-10-6550 HYDRAULIC OIL        | \$299.99   |          |            |
|   | Invoice: 215382        |                                    | 06/23/17   | 07/07/17 | \$2.98     |
|   |                        | 52-44-20-6520 AIR HOSE FITTINGS    | \$2.98     |          |            |
| Vendor Total for: MCKAY AUTO PARTS, INC           |                        | (Fiscal YTD Payments: \$6,571.42)  |            |          | \$407.34   |
| MIDWEST MUNICIPAL SUPPLY INC                      |                        |                                    |            |          |            |
|   | Invoice: 0160753       |                                    | 05/23/17   | 07/07/17 | \$1,161.60 |
|   |                        | 01-41-10-6140 18"DUAL WALL PIPE    | \$1,161.60 |          |            |
|   | Invoice: 0161193       | MAIN ST WATER MAIN                 | 06/09/17   | 07/07/17 | \$342.79   |
|   |                        | 41-00-00-8500 MECH JNT,MEGA LUG    | \$342.79   |          |            |
|   | Invoice: 0161493       |                                    | 06/22/17   | 07/07/17 | \$550.00   |
|   |                        | 52-44-20-6120 VACTR HOSE CLAMPS    | \$550.00   |          |            |
| Vendor Total for: MIDWEST MUNICIPAL SUPPLY INC    |                        | (Fiscal YTD Payments: \$57,069.77) |            |          | \$2,054.39 |
| NEENAH FOUNDRY COMPANY                            |                        |                                    |            |          |            |
|   | Invoice: 222359        |                                    | 06/13/17   | 07/07/17 | \$240.00   |
|   |                        | 52-44-20-6150 FRAME, LID           | \$240.00   |          |            |
| Vendor Total for: NEENAH FOUNDRY COMPANY          |                        | (Fiscal YTD Payments: \$306.00)    |            |          | \$240.00   |
| NU WAY CONCRETE FORMS TROY, LLC                   |                        |                                    |            |          |            |
|   | Invoice: 1162360       |                                    | 06/22/17   | 07/07/17 | \$146.23   |
|   |                        | 52-44-20-6520 WTR COOLR,GATORDE    | \$146.23   |          |            |
| Vendor Total for: NU WAY CONCRETE FORMS TROY, LLC |                        | (Fiscal YTD Payments: \$6,233.70)  |            |          | \$146.23   |

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|--|-----------------------|---|------------------------------------|----------|------------|
| O'REILLY AUTOMOTIVE, INC.                                  | (787)                 |   |                                    |          |            |
|  | Invoice: 1068-298227  | 52-44-30-6130 #2 BLOWER RESISTR   | 06/16/17<br>\$21.95                | 07/07/17 | \$21.95    |
| Vendor Total for: O'REILLY AUTOMOTIVE, INC.                |                       | (787)   | (Fiscal YTD Payments: \$283.26)    |          | \$21.95    |
| O'REILLY AUTOMOTIVE, INC.                                  | (788)                 |   |                                    |          |            |
|  | Invoice: 1068-298173  | 52-43-20-6130 #24 OIL FILTER  | 06/16/17<br>\$10.76                | 07/07/17 | \$10.76    |
| Vendor Total for: O'REILLY AUTOMOTIVE, INC.                |                       | (788)   | (Fiscal YTD Payments: \$123.86)    |          | \$10.76    |
| OK FASTENERS, INC  |                       |   |                                    |          |            |
|  | Invoice: 165174       | 52-44-20-6150 HEX CAP SCREWS  | 06/16/17<br>\$9.01                 | 07/07/17 | \$9.01     |
| Vendor Total for: OK FASTENERS, INC                        |                       |   | (Fiscal YTD Payments: \$76.38)     |          | \$9.01     |
| OLLER, CHRISTINA   |                       |   |                                    |          |            |
|  | Invoice: SPRING 2017  | REIMBURSE SPRING 2017 TUITION,BOOKS<br>01-20-20-5640 CO: 3 UNDRGRD HRS<br>01-20-20-5640 CO: TEXTBOOKS | 06/04/17<br>\$1,050.00<br>\$16.42  | 07/07/17 | \$1,066.42 |
| Vendor Total for: OLLER, CHRISTINA                         |                       |   | (Fiscal YTD Payments: \$2,231.98)  |          | \$1,066.42 |
| PATTERSON BRAKE & FRONT END SERVICE, INC                   |                       |   |                                    |          |            |
|  | Invoice: 118950       | 01-41-10-5130 #47 RPL 4 TIRES   | 06/02/17<br>\$1,723.86             | 07/07/17 | \$1,723.86 |
| Vendor Total for: PATTERSON BRAKE & FRONT END SERVICE, INC |                       |   | (Fiscal YTD Payments: \$18,205.71) |          | \$1,723.86 |
| SCHULTE SUPPLY, INC.                                       |                       |   |                                    |          |            |
|  | Invoice: S1125737.002 | 52-43-20-6150 TURN OFF KEYS   | 06/08/17<br>\$712.00               | 07/07/17 | \$712.00   |
|  | Invoice: S1126555.001 | 52-44-20-6520 MARKING FLAGS   | 06/07/17<br>\$360.00               | 07/07/17 | \$360.00   |
|  | Invoice: S1126558.001 | 52-44-20-6520 DYE TABLETS   | 06/07/17<br>\$254.94               | 07/07/17 | \$254.94   |
| Vendor Total for: SCHULTE SUPPLY, INC.                     |                       |   | (Fiscal YTD Payments: \$15,461.81) |          | \$1,326.94 |

# Board Listing

For Meeting Dated 07/24/17

List #430

| Vendor  | Invoice                | Description                       | Inv. Date | Due Date | Amount   |
|---|------------------------|-----------------------------------|-----------|----------|----------|
| SHELL FLEET PLUS                                |                        |                                   |           |          |          |
|   | Invoice: 65217309706   |                                   | 06/19/17  | 07/07/17 | \$286.60 |
|   |                        | 01-20-00-6550 GS: FBINA TRNG      | \$139.94  |          |          |
|   |                        | 01-20-10-6550 MR/MT: SRO TRNG     | \$78.38   |          |          |
|   |                        | 01-20-10-6550 KJ: THEFT INTRVW    | \$48.96   |          |          |
|   |                        | 01-20-10-6550 BP: SPECL OLYMPCS   | \$19.32   |          |          |
| Vendor Total for: SHELL FLEET PLUS              |                        | (Fiscal YTD Payments: \$1,005.53) |           |          | \$286.60 |
| SITEONE LANDSCAPE SUPPLY, LLC                   |                        |                                   |           |          |          |
|   | Invoice: 81139966      |                                   | 06/19/17  | 07/07/17 | \$34.45  |
|   |                        | 01-41-10-6140 COUPLER             | \$34.45   |          |          |
|   | Invoice: 81170281      |                                   | 06/20/17  | 07/07/17 | \$92.83  |
|   |                        | 01-41-10-6530 SPRAY GUN,FITTING   | \$92.83   |          |          |
| Vendor Total for: SITEONE LANDSCAPE SUPPLY, LLC |                        | (Fiscal YTD Payments: \$978.40)   |           |          | \$127.28 |
| SPRINGER REPORTING SERVICE                      |                        |                                   |           |          |          |
|   | Invoice: 2017/04.19    |                                   | 04/24/17  | 07/07/17 | \$722.50 |
|   |                        | 01-10-00-5330 DEPOSTN TRNSCRPT    | \$722.50  |          |          |
| Vendor Total for: SPRINGER REPORTING SERVICE    |                        | (Fiscal YTD Payments: \$2,657.95) |           |          | \$722.50 |
| STAPLES ADVANTAGE                               |                        |                                   |           |          |          |
|   | Invoice: 3342609110    |                                   | 06/09/17  | 07/07/17 | \$69.12  |
|   |                        | 52-43-30-6510 PRINTER INK         | \$58.32   |          |          |
|   |                        | 52-43-20-6510 SCISSORS            | \$3.38    |          |          |
|   |                        | 52-44-30-6510 POST ITS            | \$7.42    |          |          |
| Vendor Total for: STAPLES ADVANTAGE             |                        | (Fiscal YTD Payments: \$9,087.33) |           |          | \$69.12  |
| TERMINAL SUPPLY COMPANY                         |                        |                                   |           |          |          |
|   | Invoice: 30905-00      |                                   | 06/21/17  | 07/07/17 | \$109.96 |
|   |                        | 01-41-10-6520 HYD HOSES, FTTNGS   | \$109.96  |          |          |
| Vendor Total for: TERMINAL SUPPLY COMPANY       |                        | (Fiscal YTD Payments: \$1,123.08) |           |          | \$109.96 |
| TRUCK CENTERS, INC                              |                        |                                   |           |          |          |
|   | Invoice: F110402681:01 |                                   | 06/15/17  | 07/07/17 | \$8.95   |
|   |                        | 01-41-10-6130 #15 AIR HOSE FTNG   | \$8.95    |          |          |
| Vendor Total for: TRUCK CENTERS, INC            |                        | (Fiscal YTD Payments: \$5,515.52) |           |          | \$8.95   |

# Board Listing

For Meeting Dated 07/24/17

**List #430**

| Vendor                                   | Invoice                 | Description                       | Inv. Date              | Due Date | Amount     |
|--|-------------------------|-----------------------------------|------------------------|----------|------------|
| TRUELINE FIRE & SAFETY                   |                         |                                   |                        |          |            |
|  | Invoice: B5363          | 01-41-10-6520 GLOVES              | 06/16/17<br>\$15.48    | 07/07/17 | \$15.48    |
| Vendor Total for: TRUELINE FIRE & SAFETY |                         | (Fiscal YTD Payments: \$.00)      |                        |          | \$15.48    |
| U.S. POSTAL SERVICE                      |                         |                                   |                        |          |            |
|  | Invoice: 17 BRM POSTAGE | 52-43-20-5510 POSTAGE             | 07/05/17<br>\$1,500.00 | 07/07/17 | \$1,500.00 |
| Vendor Total for: U.S. POSTAL SERVICE    |                         | (Fiscal YTD Payments: \$910.00)   |                        |          | \$1,500.00 |
| USA BLUEBOOK                             |                         |                                   |                        |          |            |
|  | Invoice: 279705         | 52-43-20-6150 MARKING FLAGS       | 06/07/17<br>\$96.20    | 07/07/17 | \$96.20    |
|  | Invoice: 280878         | 52-43-20-6180 SANDBAGS            | 06/08/17<br>\$58.20    | 07/07/17 | \$58.20    |
| Vendor Total for: USA BLUEBOOK           |                         | (Fiscal YTD Payments: \$1,893.61) |                        |          | \$154.40   |

# Board Listing

For Meeting Dated 07/24/17

**List #430**  
**Amount**

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|                               |                 |
|-------------------------------|-----------------|
| GENERAL FUND                  | \$21,436.79     |
| TIF DISTRICT #1               | \$3,391.39      |
| WATER & SEWER OPERATIONS      | \$73,954.71     |
| Grand Total:                  | \$98,782.89     |
| Total Vendors:                | 59              |
| <br>TOTAL FOR REGULAR CHECKS: | <br>\$54,250.71 |
| TOTAL FOR DIRECT PAY VENDORS: | \$44,532.18     |

# Board Listing

For Meeting Dated 07/24/17

List #431

Amount

| Vendor  | Invoice             | Description                         | Inv. Date   | Due Date | Amount      |
|---|---------------------|-------------------------------------|-------------|----------|-------------|
| AMEREN ILLINOIS                               |                     |                                     |             |          |             |
|   | Invoice: 06/17      |                                     | 06/28/17    | 07/14/17 | \$54,482.56 |
|   |                     | 01-20-00-5710 06/17 ELECTRIC        | \$3,611.11  |          |             |
|   |                     | 01-30-00-5710 06/17 ELECTRIC        | \$1,370.55  |          |             |
|   |                     | 01-41-10-5710 06/17 ELECTRIC        | \$1,689.02  |          |             |
|   |                     | 01-41-10-5720 06/17 ELECTRIC        | \$12,095.46 |          |             |
|   |                     | 01-14-00-5710 06/17 ELECTRIC        | \$2,251.91  |          |             |
|   |                     | 01-45-00-5710 06/17 ELECTRIC        | \$197.12    |          |             |
|   |                     | 52-43-20-5710 06/17 ELECTRIC        | \$349.39    |          |             |
|   |                     | 52-43-30-5710 06/17 ELECTRIC        | \$12,476.03 |          |             |
|   |                     | 52-44-20-5710 06/17 ELECTRIC        | \$1,385.34  |          |             |
|   |                     | 52-44-30-5710 06/17 ELECTRIC        | \$18,623.95 |          |             |
|   |                     | 01-34-00-5710 06/17 ELECTRIC        | \$86.30     |          |             |
|   |                     | 10-00-00-5710 06/17 ELECTRIC        | \$138.47    |          |             |
|   |                     | 41-00-00-8100 06/17 ELECTRIC        | \$22.33     |          |             |
|   |                     | 41-00-00-5710 06/17 ELECTRIC        | \$185.58    |          |             |
| Vendor Total for: AMEREN ILLINOIS             |                     | (Fiscal YTD Payments: \$347,265.73) |             |          | \$54,482.56 |
| AMEREN IP                                     |                     |                                     |             |          |             |
|   | Invoice: 06/17      |                                     | 06/30/17    | 07/14/17 | \$341.85    |
|   |                     | 01-41-10-5710 06/17 GAS SERVICE     | \$66.48     |          |             |
|   |                     | 01-41-10-5720 06/17 GAS SERVICE     | \$217.21    |          |             |
|   |                     | 52-43-30-5710 06/17 GAS SERVICE     | \$22.36     |          |             |
|   |                     | 01-34-00-5710 06/17 GAS SERVICE     | \$35.80     |          |             |
| Vendor Total for: AMEREN IP                   |                     | (Fiscal YTD Payments: \$2,045.36)   |             |          | \$341.85    |
| ANDRES MEDICAL BILLING, LTD                   |                     |                                     |             |          |             |
|   | Invoice: 141284     |                                     | 06/08/17    | 07/14/17 | \$3,177.68  |
|   |                     | 01-31-10-5490 MAY 5% FEE            | \$3,177.68  |          |             |
|   | Invoice: 141443     |                                     | 07/10/17    | 07/12/17 | \$3,820.63  |
|   |                     | 01-31-10-5490 JUNE 5% FEE           | \$3,820.63  |          |             |
| Vendor Total for: ANDRES MEDICAL BILLING, LTD |                     | (Fiscal YTD Payments: \$14,973.43)  |             |          | \$6,998.31  |
| AUTOZONE, INC.                                |                     |                                     |             |          |             |
|   | Invoice: 0239056101 |                                     | 06/04/17    | 07/14/17 | \$6.09      |
|   |                     | 01-20-10-6130 #12 AIR FILTER        | \$6.09      |          |             |
| Vendor Total for: AUTOZONE, INC.              |                     | (Fiscal YTD Payments: \$74.90)      |             |          | \$6.09      |

# Board Listing

For Meeting Dated 07/24/17

List #431

Amount

| Vendor  | Invoice                  | Description   | Inv. Date              | Due Date | Amount     |
|---|--------------------------|---|------------------------|----------|------------|
| BANK OF EDWARDSVILLE                                |                          |   |                        |          |            |
|   | Invoice: 06/17 INT 1231  | 28-00-00-8403 #1231 LEASE INTST                     | 06/15/17<br>\$1,871.21 | 07/14/17 | \$1,871.21 |
|   | Invoice: 06/17 PRIN 1231 | 28-00-00-8403 #1231 LEASE PRIN                      | 06/15/17<br>\$6,718.79 | 07/14/17 | \$6,718.79 |
| Vendor Total for: BANK OF EDWARDSVILLE              |                          | (Fiscal YTD Payments: \$42,950.00)                  |                        |          | \$8,590.00 |
| BARCOM SECURITY                                     |                          |   |                        |          |            |
|   | Invoice: 174277          | 07/01/17-09/30/17<br>01-20-00-5110 ALARM MONITORING | 06/01/17<br>\$105.00   | 07/14/17 | \$105.00   |
| Vendor Total for: BARCOM SECURITY                   |                          | (Fiscal YTD Payments: \$105.00)                     |                        |          | \$105.00   |
| BEELMAN LOGISTICS LLC                               |                          |   |                        |          |            |
|   | Invoice: 553256          | BOL #400037620<br>52-43-30-6560 26.49T QUICKLIME    | 06/29/17<br>\$534.84   | 07/14/17 | \$534.84   |
| Vendor Total for: BEELMAN LOGISTICS LLC             |                          | (Fiscal YTD Payments: \$39,316.54)                  |                        |          | \$534.84   |
| BELLEVILLE NEWS DEMOCRAT                            |                          |   |                        |          |            |
|   | Invoice: 1701329968      | 01-10-00-5530 CPTL IMPRVMTS MTG                     | 06/21/17<br>\$56.64    | 07/14/17 | \$56.64    |
| Vendor Total for: BELLEVILLE NEWS DEMOCRAT          |                          | (Fiscal YTD Payments: \$1,220.08)                   |                        |          | \$56.64    |
| BENEFIT PLANNING CONSULTANTS, INC                   |                          |   |                        |          |            |
|   | Invoice: BPCI00146745    | 01-13-00-5490 07/17 SERVICE FEE                     | 06/12/17<br>\$173.80   | 07/14/17 | \$173.80   |
| Vendor Total for: BENEFIT PLANNING CONSULTANTS, INC |                          | (Fiscal YTD Payments: \$1,058.40)                   |                        |          | \$173.80   |
| BIO-FRESH   |                          |   |                        |          |            |
|   | Invoice: 10715           | 01-20-10-5490 BIO CLEAN CAR                         | 06/15/17<br>\$135.00   | 07/14/17 | \$135.00   |
|   | Invoice: 10757           | 01-20-10-5490 BIO CLEAN CELLS                       | 06/27/17<br>\$650.00   | 07/14/17 | \$650.00   |
| Vendor Total for: BIO-FRESH                         |                          | (Fiscal YTD Payments: \$5,265.00)                   |                        |          | \$785.00   |
| BOERM, JON BRETT                                    |                          |   |                        |          |            |
|   | Invoice: 06/17 SHOES     | REIMBURSE DRESS SHOES                               | 06/16/17               | 07/14/17 | \$105.89   |

# Board Listing

For Meeting Dated 07/24/17

List #431

Amount

| Vendor   | Invoice             | Description  | Inv. Date              | Due Date | Amount     |
|--|---------------------|--|------------------------|----------|------------|
|  |                     | 01-20-00-4710 JB: DRESS SHOES                        | \$105.89               |          |            |
| Vendor Total for: BOERM, JON BRETT               |                     | (Fiscal YTD Payments: \$409.47)                      |                        |          | \$105.89   |
| BREWSTER ALEXANDER LLC                           |                     |  |                        |          |            |
|  | Invoice: IP11624    |  |                        |          |            |
|  |                     | 01-20-00-6110 PD BADGE READERS                       | 06/22/17<br>\$1,536.00 | 07/14/17 | \$1,536.00 |
| Vendor Total for: BREWSTER ALEXANDER LLC         |                     | (Fiscal YTD Payments: \$2,442.00)                    |                        |          | \$1,536.00 |
| BUILDINGSTARS OPERATIONS, INC.                   |                     |  |                        |          |            |
|  | Invoice: 767160     |  |                        |          |            |
|  |                     | 01-20-00-5360 06/17 JANITOR SVC                      | 06/01/17<br>\$2,714.00 | 07/14/17 | \$2,714.00 |
|  | Invoice: 767925     |  |                        |          |            |
|  |                     | 01-20-00-6540 05/17 JANITOR SUP                      | 05/31/17<br>\$240.43   | 07/14/17 | \$240.43   |
| Vendor Total for: BUILDINGSTARS OPERATIONS, INC. |                     | (Fiscal YTD Payments: \$28,209.79)                   |                        |          | \$2,954.43 |
| BUSCOMM INCORPORATED                             |                     |  |                        |          |            |
|  | Invoice: 125733     |  |                        |          |            |
|  |                     | 09/02/17-09/01/18<br>01-20-10-5120 DICTN SRVC AGRMNT | 06/05/17<br>\$990.42   | 07/14/17 | \$990.42   |
| Vendor Total for: BUSCOMM INCORPORATED           |                     | (Fiscal YTD Payments: \$2,339.63)                    |                        |          | \$990.42   |
| BUTLER SUPPLY, INC.                              |                     |  |                        |          |            |
|  | Invoice: 12736385   |  |                        |          |            |
|  |                     | 52-44-30-6530 HEX KEY SET                            | 06/22/17<br>\$11.73    | 07/14/17 | \$204.60   |
|  |                     | 52-44-30-6530 SPLICER/REDUCER                        | \$192.87               |          |            |
|  | Invoice: 12740547   |  |                        |          |            |
|  |                     | 52-44-30-6150 LGHT CNTRL MODULE                      | 06/27/17<br>\$125.00   | 07/14/17 | \$125.00   |
| Vendor Total for: BUTLER SUPPLY, INC.            |                     | (Fiscal YTD Payments: \$789.25)                      |                        |          | \$329.60   |
| C OF C FIREMENS PENSION                          |                     |  |                        |          |            |
|  | Invoice: 06-17 REPL |  |                        |          |            |
|  |                     | 01-00-00-2224 06/17 RPLCMNT TAX                      | 07/10/17<br>\$86.53    | 07/14/17 | \$86.53    |
| Vendor Total for: C OF C FIREMENS PENSION        |                     | (Fiscal YTD Payments: \$209,021.21)                  |                        |          | \$86.53    |
| C OF C POLICE PENSION FD                         |                     |  |                        |          |            |
|  | Invoice: 06-17 REPL |  |                        |          |            |
|  |                     |  | 07/10/17               | 07/14/17 | \$93.97    |

# Board Listing

For Meeting Dated 07/24/17

List #431

| Vendor                                     | Invoice           | Description                         | Inv. Date  | Due Date | Amount     |
|--|-------------------|-------------------------------------|------------|----------|------------|
|  |                   | 01-00-00-2223 06/17 RPLCMNT TAX     | \$93.97    |          |            |
| Vendor Total for: C OF C POLICE PENSION FD |                   | (Fiscal YTD Payments: \$271,844.13) |            |          | \$93.97    |
| CARD SERVICES                              |                   |                                     |            |          |            |
|  | Invoice: 06/17    |                                     | 06/28/17   | 07/14/17 | \$967.96   |
|  |                   | 52-44-30-5630 DC: WEFTEC CONF       | \$725.00   |          |            |
|  |                   | 52-44-30-5620 DC: WEFTEC FLIGHT     | \$242.96   |          |            |
| Vendor Total for: CARD SERVICES            |                   | (Fiscal YTD Payments: \$4,661.76)   |            |          | \$967.96   |
| CARD SERVICES                              |                   |                                     |            |          |            |
|  | Invoice: 06/17    |                                     | 06/28/17   | 07/14/17 | \$81.69    |
|  |                   | 41-65-00-6520 RTE 66 TOTE BAGS      | \$39.97    |          |            |
|  |                   | 01-13-00-6520 CELL PHONE CASE       | \$38.24    |          |            |
|  |                   | 01-13-00-6520 TAX                   | \$3.48     |          |            |
| Vendor Total for: CARD SERVICES            |                   | (Fiscal YTD Payments: \$4,192.10)   |            |          | \$81.69    |
| CARTER WATERS LLC                          |                   |                                     |            |          |            |
|  | Invoice: 30082097 |                                     | 06/19/17   | 07/14/17 | -\$13.25   |
|  |                   | 01-41-10-6530 RTN CHAPIN WAND       | -\$13.25   |          |            |
|  | Invoice: 30094153 |                                     | 06/16/17   | 07/14/17 | \$13.25    |
|  |                   | 01-41-10-6530 CHAPIN WAND           | \$13.25    |          |            |
|  | Invoice: 30094744 | MAIN ST WATER MAIN                  | 06/30/17   | 07/14/17 | \$20.40    |
|  |                   | 41-00-00-8500 TIE BAR               | \$20.40    |          |            |
|  | Invoice: 30094785 |                                     | 07/05/17   | 07/14/17 | \$52.48    |
|  |                   | 01-41-10-6530 CNCRT BRUSH,EDGER     | \$52.48    |          |            |
| Vendor Total for: CARTER WATERS LLC        |                   | (Fiscal YTD Payments: \$4,795.94)   |            |          | \$72.88    |
| CHARTER COMMUNICATIONS                     |                   |                                     |            |          |            |
|  | Invoice: 07/17    |                                     | 07/01/17   | 07/14/17 | \$4,345.28 |
|  |                   | 01-41-10-5520 STREET DEPT PHONE     | \$145.62   |          |            |
|  |                   | 52-43-30-5520 WATER PLANT PHONE     | \$205.24   |          |            |
|  |                   | 01-00-00-3840 POLICE DEPT CABLE     | \$148.22   |          |            |
|  |                   | 01-20-00-5710 POLICE DEPT INTNT     | \$1,050.00 |          |            |
|  |                   | 01-20-00-5520 POLICE DEPT PHONE     | \$642.35   |          |            |
|  |                   | 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   |          |            |

# Board Listing

For Meeting Dated 07/24/17

List #431

| Vendor                                       | Invoice            | Description                        | Inv. Date  | Due Date | Amount      |
|--|--------------------|------------------------------------|------------|----------|-------------|
|  |                    | 01-14-00-5520 CITY HALL PHONE      | \$667.49   |          |             |
|  |                    | 01-30-00-5520 FD STA#1 PHONE       | \$203.60   |          |             |
|  |                    | 01-16-00-5490 CCTV: CABLE BOX      | \$7.39     |          |             |
|  |                    | 01-00-00-3840 WIFI SERVICE         | \$79.99    |          |             |
|  |                    | 01-30-00-5520 FD STA#2 PHONE       | \$145.38   |          |             |
| Vendor Total for: CHARTER COMMUNICATIONS     |                    | (Fiscal YTD Payments: \$26,221.26) |            |          | \$4,345.28  |
| CHEMTRADE CHEMICALS US LLC                   |                    |                                    |            |          |             |
|  | Invoice: 92130332  |                                    | 06/20/17   | 07/14/17 | \$4,071.90  |
|  |                    | 52-44-30-6560 4,448.7 GAL ALUM     | \$4,071.90 |          |             |
| Vendor Total for: CHEMTRADE CHEMICALS US LLC |                    | (Fiscal YTD Payments: \$44,168.88) |            |          | \$4,071.90  |
| CHRIST BROS PRODUCTS, LLC                    |                    |                                    |            |          |             |
|  | Invoice: 2291      |                                    | 06/23/17   | 07/14/17 | \$1,633.56  |
|  |                    | 01-41-10-6140 2.3T COLD MIX        | \$158.70   |          |             |
|  |                    | 01-41-10-6140 31.38T HOT MIX       | \$1,474.86 |          |             |
|  | Invoice: 2295      |                                    | 06/23/17   | 07/14/17 | \$89.44     |
|  |                    | 52-43-20-6140 2.01T HOT MIX        | \$89.44    |          |             |
|  | Invoice: 2344      |                                    | 07/03/17   | 07/14/17 | \$415.84    |
|  |                    | 52-43-20-6140 3.68T EZ STREET      | \$415.84   |          |             |
|  | Invoice: 2395      |                                    | 06/26/17   | 07/14/17 | \$4,368.12  |
|  |                    | 01-41-10-6140 98.16T N70 SURFCE    | \$4,368.12 |          |             |
|  | Invoice: 2436      |                                    | 06/28/17   | 07/14/17 | \$2,039.44  |
|  |                    | 01-41-10-6140 45.83T N70 SURFCE    | \$2,039.44 |          |             |
|  | Invoice: 2475      |                                    | 06/30/17   | 07/14/17 | \$2,165.82  |
|  |                    | 01-41-10-6140 48.67T N70 SURFCE    | \$2,165.82 |          |             |
| Vendor Total for: CHRIST BROS PRODUCTS, LLC  |                    | (Fiscal YTD Payments: \$7,550.65)  |            |          | \$10,712.22 |
| CINTAS CORPORATION #731                      |                    |                                    |            |          |             |
|  | Invoice: 731649336 |                                    | 06/27/17   | 07/14/17 | \$126.47    |
|  |                    | 01-41-10-5930 STREET UNIFORMS      | \$126.47   |          |             |
|  | Invoice: 731652921 |                                    | 07/04/17   | 07/14/17 | \$60.96     |
|  |                    | 52-43-20-5930 WTR LNS UNIFORMS     | \$60.96    |          |             |
|  | Invoice: 731652922 |                                    | 07/04/17   | 07/14/17 | \$44.63     |
|  |                    | 52-43-30-5930 WTR PLNT UNIFORMS    | \$44.63    |          |             |
|  | Invoice: 731652923 |                                    | 07/04/17   | 07/14/17 | \$106.06    |
|  |                    | 52-44-20-5930 WW LINES UNIFORMS    | \$61.06    |          |             |
|  |                    | 52-44-20-6520 TOILET PAPER         | \$45.00    |          |             |
|  | Invoice: 731652924 |                                    | 07/04/17   | 07/14/17 | \$241.37    |
|  |                    | 01-41-10-5930 STREET UNIFORMS      | \$102.32   |          |             |

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| Vendor  | Invoice                | Description                         | Inv. Date  | Due Date | Amount      |
|---|------------------------|-------------------------------------|------------|----------|-------------|
|   |                        | 01-41-10-6520 TP,SOAP,PPR TWLS      | \$139.05   |          |             |
|   | Invoice: 731652925     |                                     | 07/04/17   | 07/14/17 | \$49.07     |
|   |                        | 52-44-30-5930 WW PLANT UNIFORMS     | \$49.07    |          |             |
|   | Invoice: 731656499     |                                     | 07/11/17   | 07/14/17 | \$60.96     |
|   |                        | 52-43-20-5930 WTR LNS UNIFORMS      | \$60.96    |          |             |
|   | Invoice: 731656500     |                                     | 07/11/17   | 07/14/17 | \$44.63     |
|   |                        | 52-43-30-5930 WTR PLNT UNIFORMS     | \$44.63    |          |             |
|   | Invoice: 731656501     |                                     | 07/11/17   | 07/14/17 | \$61.06     |
|   |                        | 52-44-20-5930 WW LINES UNIFORMS     | \$61.06    |          |             |
|   | Invoice: 731656503     |                                     | 07/11/17   | 07/14/17 | \$49.07     |
|   |                        | 52-44-30-5930 WW PLANT UNIFORMS     | \$49.07    |          |             |
| Vendor Total for: CINTAS CORPORATION #731               |                        | (Fiscal YTD Payments: \$319.09)     |            |          | \$844.28    |
| CITY OF COLLINSVILLE                                    |                        |                                     |            |          |             |
|   | Invoice: WORK COMP 307 |                                     | 06/29/17   | 07/14/17 | \$14,357.11 |
|   |                        | 01-31-00-4540 DB: WORK COMP         | \$4,559.65 |          |             |
|   |                        | 01-20-10-4540 MB: WORK COMP         | \$4,415.07 |          |             |
|   |                        | 52-43-20-4540 TG: WORK COMP         | \$2,449.70 |          |             |
|   |                        | 52-43-20-4540 KH: WORK COMP         | \$12.00    |          |             |
|   |                        | 01-31-00-4540 ES: WORK COMP         | \$2,920.69 |          |             |
| Vendor Total for: CITY OF COLLINSVILLE                  |                        | (Fiscal YTD Payments: \$220,415.26) |            |          | \$14,357.11 |
| CLARKE MOSQUITO CONTROL PRODUCTS, INC                   |                        |                                     |            |          |             |
|   | Invoice: 5077565       |                                     | 06/28/17   | 07/14/17 | \$202.04    |
|   |                        | 01-41-10-6560 FLUSHING SOLVENT      | \$202.04   |          |             |
| Vendor Total for: CLARKE MOSQUITO CONTROL PRODUCTS, INC |                        | (Fiscal YTD Payments: \$32,299.21)  |            |          | \$202.04    |
| CLEAN THE UNIFORM COMPANY HIGHLAND                      |                        |                                     |            |          |             |
|   | Invoice: 31937031      |                                     | 06/01/17   | 07/14/17 | \$163.55    |
|   |                        | 01-14-00-5360 06/17 RUG SERVICE     | \$163.55   |          |             |
|   | Invoice: 31938987      |                                     | 06/08/17   | 07/14/17 | \$159.85    |
|   |                        | 01-14-00-5360 06/17 RUG SERVICE     | \$159.85   |          |             |
|   | Invoice: 31940941      |                                     | 06/15/17   | 07/14/17 | \$159.85    |
|   |                        | 01-14-00-5360 06/17 RUG SERVICE     | \$159.85   |          |             |
|   | Invoice: 31942869      |                                     | 06/22/17   | 07/14/17 | \$159.85    |
|   |                        | 01-14-00-5360 06/17 RUG SERVICE     | \$159.85   |          |             |
|   | Invoice: 31944802      |                                     | 06/29/17   | 07/14/17 | \$163.55    |
|   |                        | 01-14-00-5360 06/17 RUG SERVICE     | \$163.55   |          |             |
|   | Invoice: 40407471      |                                     | 06/14/17   | 07/14/17 | \$118.82    |
|   |                        | 01-20-00-5490 MATS,TWLS,BLNKTS      | \$118.82   |          |             |

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| Vendor   | Invoice               | Description                                 | Inv. Date                          | Due Date | Amount     |
|--|-----------------------|---|------------------------------------|----------|------------|
| (CLEAN THE UNIFORM COMPANY HIGHLAND Cont'd)          |                       |   |                                    |          |            |
|  | Invoice: 40408648     | 01-20-00-5490 MATS,TWLS,BLNKTS              | 06/21/17<br>\$232.36               | 07/14/17 | \$232.36   |
| Vendor Total for: CLEAN THE UNIFORM COMPANY HIGHLAND |                       |   | (Fiscal YTD Payments: \$9,570.90)  |          | \$1,157.83 |
| COE EQUIPMENT INC.                                   |                       |   |                                    |          |            |
|  | Invoice: 65552        | 01-41-10-6120 VACTOR HOSE, END              | 06/21/17<br>\$436.12               | 07/14/17 | \$436.12   |
| Vendor Total for: COE EQUIPMENT INC.                 |                       |   | (Fiscal YTD Payments: \$88,331.72) |          | \$436.12   |
| COLLINSVILLE PUBLIC LIBRARY DIST                     |                       |   |                                    |          |            |
|  | Invoice: 06-17 REPL   | 01-00-00-2215 06/17 RPLCMNT TAX             | 07/10/17<br>\$18.77                | 07/14/17 | \$18.77    |
| Vendor Total for: COLLINSVILLE PUBLIC LIBRARY DIST   |                       |   | (Fiscal YTD Payments: \$21,992.32) |          | \$18.77    |
| COMDATA INC  |                       |   |                                    |          |            |
|  | Invoice: M71820253    | SV859<br>01-31-00-6520 SUGAR,COFFEE,CRM     | 07/01/17<br>\$58.91                | 07/14/17 | \$58.91    |
| Vendor Total for: COMDATA INC                        |                       |   | (Fiscal YTD Payments: \$471.19)    |          | \$58.91    |
| CONCRETE SUPPLY OF ILLINOIS                          |                       |   |                                    |          |            |
|  | Invoice: 156751       | MILL & BETHEL<br>52-44-20-6150 4CY CONCRETE | 06/29/17<br>\$355.00               | 07/14/17 | \$355.00   |
|  | Invoice: 156829       | SOUTHWIND<br>01-41-10-6140 3CY CONCRETE     | 06/29/17<br>\$255.00               | 07/14/17 | \$255.00   |
| Vendor Total for: CONCRETE SUPPLY OF ILLINOIS        |                       |   | (Fiscal YTD Payments: \$37,551.08) |          | \$610.00   |
| CONNOR COMPANY                                       |                       |   |                                    |          |            |
|  | Invoice: S7620463.001 | 52-44-20-6150 PVC CAPS, CEMENT              | 06/21/17<br>\$20.20                | 07/14/17 | \$20.20    |
| Vendor Total for: CONNOR COMPANY                     |                       |   | (Fiscal YTD Payments: \$813.68)    |          | \$20.20    |
| COSTAR REALTY INFORMATION, INC.                      |                       |   |                                    |          |            |
|  | Invoice: 104968040    | 01-65-00-5370 07/17 SUBSCRIPTN              | 07/04/17<br>\$219.65               | 07/14/17 | \$439.31   |

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| Vendor  | Invoice            | Description   | Inv. Date              | Due Date | Amount     |
|---|--------------------|---|------------------------|----------|------------|
|   |                    | 41-00-00-5370 07/17 SUBSCRIPTN  | \$219.66               |          |            |
| Vendor Total for: COSTAR REALTY INFORMATION, INC. |                    | (Fiscal YTD Payments: \$2,635.86)                                     |                        |          | \$439.31   |
| CRAWFORD, MURPHY & TILLY, INC.                    |                    |   |                        |          |            |
|   | Invoice: 114083    | CNCL APPROVED 12/14/15, ORD 15-84<br>52-44-30-5320 BIOSOLIDS FACILITY | 06/20/17<br>\$1,398.75 | 07/14/17 | \$1,398.75 |
| Vendor Total for: CRAWFORD, MURPHY & TILLY, INC.  |                    | (Fiscal YTD Payments: \$6,155.00)                                     |                        |          | \$1,398.75 |
| CULLOP JENNINGS FLORIST                           |                    |   |                        |          |            |
|   | Invoice: 42271/1   | 01-10-00-5490 HARDIN FNRL FLWR  | 06/19/17<br>\$49.99    | 07/14/17 | \$49.99    |
| Vendor Total for: CULLOP JENNINGS FLORIST         |                    | (Fiscal YTD Payments: \$527.94)                                       |                        |          | \$49.99    |
| DATATRONICS, INC.                                 |                    |   |                        |          |            |
|   | Invoice: 26369     | 01-41-10-5130 #6 INSTL RADIO  | 06/30/17<br>\$376.90   | 07/14/17 | \$376.90   |
| Vendor Total for: DATATRONICS, INC.               |                    | (Fiscal YTD Payments: \$4,570.67)                                     |                        |          | \$376.90   |
| E.H. WACHS  |                    |   |                        |          |            |
|   | Invoice: INV136576 | 52-43-20-6120 VLVE TRNR BATTERY                                       | 06/21/17<br>\$245.00   | 07/14/17 | \$245.00   |
|   | Invoice: INV136638 | 52-43-20-6120 CONTROL CBLE ASSY                                       | 06/22/17<br>\$240.00   | 07/14/17 | \$240.00   |
| Vendor Total for: E.H. WACHS                      |                    | (Fiscal YTD Payments: \$.00)  |                        |          | \$485.00   |
| E4 HEALTH, INC.                                   |                    |   |                        |          |            |
|   | Invoice: 15976     | 07/01/17-09/30/17<br>01-15-00-5490 EAP SERVICES                       | 07/01/17<br>\$1,697.75 | 07/14/17 | \$1,697.75 |
| Vendor Total for: E4 HEALTH, INC.                 |                    | (Fiscal YTD Payments: \$3,395.50)                                     |                        |          | \$1,697.75 |
| ELECTRICO, INC                                    |                    |   |                        |          |            |
|   | Invoice: 870-7705  | 159 & COUNTRY LN<br>01-41-10-5140 REP TRAFFIC SIGNL                   | 05/28/17<br>\$133.51   | 07/14/17 | \$133.51   |
| Vendor Total for: ELECTRICO, INC                  |                    | (Fiscal YTD Payments: \$6,039.22)                                     |                        |          | \$133.51   |

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| Vendor  | Invoice           | Description                        | Inv. Date              | Due Date | Amount     |
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| EMSAR ST LOUIS                                  |                   |                                    |                        |          |            |
|   | Invoice: 2017-230 | 01-31-10-5120 STRETCHR MAINTCE     | 05/22/17<br>\$1,204.64 | 07/14/17 | \$1,204.64 |
| Vendor Total for: EMSAR ST LOUIS                |                   | (Fiscal YTD Payments: \$917.14)    |                        |          | \$1,204.64 |
| ERB EQUIPMENT CO, INC                           |                   |                                    |                        |          |            |
|   | Invoice: 167321   | 01-41-10-6120 LOADER FILTERS       | 06/30/17<br>\$69.10    | 07/14/17 | \$69.10    |
|   | Invoice: 167346   | 01-41-10-6120 EXCAVATOR KEY        | 07/05/17<br>\$21.90    | 07/14/17 | \$21.90    |
| Vendor Total for: ERB EQUIPMENT CO, INC         |                   | (Fiscal YTD Payments: \$17,413.02) |                        |          | \$91.00    |
| ERB TURF & UTILITY EQUIP, INC                   |                   |                                    |                        |          |            |
|   | Invoice: 058665   | 52-44-20-6530 POLE SAW             | 07/05/17<br>\$520.00   | 07/14/17 | \$520.00   |
|   | Invoice: 367834   | 01-41-10-6120 FUEL MIX             | 06/30/17<br>\$66.56    | 07/14/17 | \$116.56   |
|   |                   | 01-41-10-5120 SHARPEN CHAINS       | \$50.00                |          |            |
|   | Invoice: 367925   | 52-44-20-6120 BRUSH HOG GUARD      | 07/03/17<br>\$291.32   | 07/14/17 | \$291.32   |
|   | Invoice: 367927   | 52-44-20-6120 TRACTR FILLER CAP    | 07/03/17<br>\$13.54    | 07/14/17 | \$13.54    |
|   | Invoice: 367991   | 52-44-20-6120 WEED EATER HEADS     | 07/05/17<br>\$109.97   | 07/14/17 | \$109.97   |
|   | Invoice: 367992   | 52-44-20-6120 CHAINSAW CHAINS      | 07/05/17<br>\$119.95   | 07/14/17 | \$119.95   |
| Vendor Total for: ERB TURF & UTILITY EQUIP, INC |                   | (Fiscal YTD Payments: \$7,108.26)  |                        |          | \$1,171.34 |
| FAST LANE TOWING                                |                   |                                    |                        |          |            |
|   | Invoice: 9783     | 52-43-20-5130 #35 RPL AC CMPRSR    | 06/28/17<br>\$481.97   | 07/14/17 | \$481.97   |
| Vendor Total for: FAST LANE TOWING              |                   | (Fiscal YTD Payments: \$1,358.20)  |                        |          | \$481.97   |
| FEDDER OIL COMPANY                              |                   |                                    |                        |          |            |
|   | Invoice: 73022    | 52-43-20-6550 234 GAL DIESEL       | 06/26/17<br>\$409.50   | 07/14/17 | \$409.50   |
|   | Invoice: 73033    | 01-31-10-6550 338.1 GAL DIESEL     | 06/28/17<br>\$610.95   | 07/14/17 | \$3,312.60 |

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| Vendor  | Invoice                  | Description                         | Inv. Date   | Due Date | Amount       |
|---|--------------------------|-------------------------------------|-------------|----------|--------------|
|   |                          | 01-31-00-6550 181.7 GAL DIESEL      | \$328.33    |          |              |
|   |                          | 01-41-10-6550 1091.5 GAL DIESEL     | \$1,972.34  |          |              |
|   |                          | 01-41-10-6550 103.9 GAL DIESEL      | \$187.75    |          |              |
|   |                          | 41-00-00-8500 0.9 GAL DIESEL        | \$1.63      |          |              |
|   |                          | 01-00-00-3840 117.1 GAL DIESEL      | \$211.60    |          |              |
|   | Invoice: 73033 CR        |                                     | 06/28/17    | 07/14/17 | -\$72.65     |
|   |                          | 01-41-10-6550 40.2 UNDER BILLED     | -\$72.65    |          |              |
| Vendor Total for: FEDDER OIL COMPANY                |                          | (Fiscal YTD Payments: \$90,254.16)  |             |          | \$3,649.45   |
| FIDELITY SECURITY LIFE INS/EYEMED                   |                          |                                     |             |          |              |
|   | Invoice: 163193478       |                                     | 06/21/17    | 07/14/17 | \$1,525.72   |
|   |                          | 01-10-00-4510 07/17 VISION INS      | \$1,525.72  |          |              |
| Vendor Total for: FIDELITY SECURITY LIFE INS/EYEMED |                          | (Fiscal YTD Payments: \$10,170.40)  |             |          | \$1,525.72   |
| FRANKO SMALL ENGINE, LLC                            |                          |                                     |             |          |              |
|   | Invoice: 36494           |                                     | 06/28/17    | 07/14/17 | \$971.00     |
|   |                          | 52-43-30-6170 LAWN MOWER            | \$971.00    |          |              |
| Vendor Total for: FRANKO SMALL ENGINE, LLC          |                          | (Fiscal YTD Payments: \$.00)        |             |          | \$971.00     |
| FROST ELECTRIC SUPPLY CO                            |                          |                                     |             |          |              |
|   | Invoice: S3784670.001    |                                     | 06/22/17    | 07/14/17 | \$124.02     |
|   |                          | 01-41-10-6530 IMPACT DRIVER         | \$124.02    |          |              |
| Vendor Total for: FROST ELECTRIC SUPPLY CO          |                          | (Fiscal YTD Payments: \$1,472.16)   |             |          | \$124.02     |
| GATEWAY CENTER                                      |                          |                                     |             |          |              |
|   | Invoice: 07/17 ADMIN FEE |                                     | 07/01/17    | 07/14/17 | -\$1,000.00  |
|   |                          | 01-00-00-3750 07/17 ADMIN FEE       | -\$1,000.00 |          |              |
|   | Invoice: 6/17            |                                     | 07/01/17    | 07/14/17 | \$136,270.84 |
|   |                          | 01-10-00-5990 06/17 HOTEL TAX       | \$89,460.47 |          |              |
|   |                          | 01-10-00-5990 06/17 FOOD/BEV TX     | \$46,810.37 |          |              |
|   | Invoice: SETTLEMENT #27  |                                     | 07/01/17    | 07/14/17 | \$363.07     |
|   |                          | 01-10-00-5990 STTLMNT PYMNT #27     | \$363.07    |          |              |
| Vendor Total for: GATEWAY CENTER                    |                          | (Fiscal YTD Payments: \$716,931.31) |             |          | \$135,633.91 |
| GIACOLETTO LAW OFFICE, PC                           |                          |                                     |             |          |              |
|   | Invoice: 06/17 LGL       |                                     | 07/03/17    | 07/14/17 | \$12,841.92  |
|   |                          | 01-10-00-5330 06/17 LEGAL           | \$7,852.00  |          |              |

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| Vendor                                      | Invoice             | Description                        | Inv. Date            | Due Date | Amount      |
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|   |                     | 41-00-00-5330 TIF                  | \$575.00             |          |             |
|   |                     | 01-10-00-5330 BENEFITS,RETAINER    | \$4,414.92           |          |             |
| Vendor Total for: GIACOLETTO LAW OFFICE, PC |                     | (Fiscal YTD Payments: \$71,892.94) |                      |          | \$12,841.92 |
| GRAINGER                                    |                     |                                    |                      |          |             |
|   | Invoice: 9489192550 |                                    |                      |          |             |
|   |                     | 01-45-00-6110 GARAGE DR ROLLERS    | 06/30/17<br>\$24.66  | 07/14/17 | \$24.66     |
| Vendor Total for: GRAINGER                  |                     | (Fiscal YTD Payments: \$3,744.01)  |                      |          | \$24.66     |
| HARTMANN FARM SUPPLY, INC                   |                     |                                    |                      |          |             |
|   | Invoice: 22793M     |                                    |                      |          |             |
|   |                     | 52-44-30-6120 MOWER SWITCH         | 06/27/17<br>\$25.91  | 07/14/17 | \$25.91     |
| Vendor Total for: HARTMANN FARM SUPPLY, INC |                     | (Fiscal YTD Payments: \$685.70)    |                      |          | \$25.91     |
| HARTZ SECOND CHANCE                         |                     |                                    |                      |          |             |
|   | Invoice: 03/17      |                                    |                      |          |             |
|   |                     | 01-20-40-5490 SPAYS & NEUTERS      | 06/20/17<br>\$677.50 | 07/14/17 | \$677.50    |
|   | Invoice: 04/17      |                                    |                      |          |             |
|   |                     | 01-20-40-5490 SPAYS & NEUTERS      | 06/20/17<br>\$720.50 | 07/14/17 | \$720.50    |
|   | Invoice: 05/17      |                                    |                      |          |             |
|   |                     | 01-20-40-5490 SPAYS & NEUTERS      | 06/20/17<br>\$843.50 | 07/14/17 | \$843.50    |
| Vendor Total for: HARTZ SECOND CHANCE       |                     | (Fiscal YTD Payments: \$2,681.50)  |                      |          | \$2,241.50  |
| HEROS IN STYLE                              |                     |                                    |                      |          |             |
|   | Invoice: 145950     |                                    |                      |          |             |
|   |                     | 01-20-10-4710 BK: HANDCUFFS        | 01/18/16<br>\$34.95  | 07/14/17 | \$34.95     |
|   | Invoice: 158350     |                                    |                      |          |             |
|   |                     | INITIAL ISSUE                      | 04/06/17<br>\$639.71 | 07/14/17 | \$639.71    |
|   | Invoice: 160141     |                                    |                      |          |             |
|   |                     | 01-20-10-4710 JF: DRESS UNIFORM    | 06/20/17<br>\$459.96 | 07/14/17 | \$459.96    |
|   | Invoice: 160547     |                                    |                      |          |             |
|   |                     | INITIAL ISSUE                      | 07/05/17<br>\$59.99  | 07/14/17 | \$189.98    |
|   |                     | 01-20-20-4710 KP: CPA UNIFORM      | \$129.99             |          |             |
|   |                     | 01-20-10-4710 SP: FLASHLIGHT       |                      |          |             |
|   |                     | 01-20-10-4710 SP: BACKPACK         |                      |          |             |
| Vendor Total for: HEROS IN STYLE            |                     | (Fiscal YTD Payments: \$6,967.82)  |                      |          | \$1,324.60  |
| HILMES LEGAL SOLUTIONS, LLC.                |                     |                                    |                      |          |             |
|   | Invoice: 10913      |                                    |                      |          |             |
|   |                     |                                    | 07/03/17             | 07/14/17 | \$5,930.00  |

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|  |                          | 01-10-00-5330 02/17 LEGAL SVC      | \$4,930.00 |          |            |
|  |                          | 01-10-00-5330 03/17 RETAINER       | \$1,000.00 |          |            |
| Vendor Total for: HILMES LEGAL SOLUTIONS, LLC.   |                          | (Fiscal YTD Payments: \$11,372.00) |            |          | \$5,930.00 |
| HUNT, JOSHUA                                     |                          |                                    |            |          |            |
|  | Invoice: SPRING QTR 17   | REIMBURSE TUITION & BOOKS          | 06/24/17   | 07/14/17 | \$1,080.00 |
|  |                          | 01-20-10-5640 JH: 3 UNDRGRD HRS    | \$1,080.00 |          |            |
| Vendor Total for: HUNT, JOSHUA                   |                          | (Fiscal YTD Payments: \$6,704.00)  |            |          | \$1,080.00 |
| IL DEPARTMENT OF PUBLIC HEALTH                   |                          |                                    |            |          |            |
|  | Invoice: 2ND QTR 2017    |                                    | 07/01/17   | 07/14/17 | \$625.00   |
|  |                          | 01-00-00-2155 2ND QTR 17 FEE       | \$625.00   |          |            |
| Vendor Total for: IL DEPARTMENT OF PUBLIC HEALTH |                          | (Fiscal YTD Payments: \$870.00)    |            |          | \$625.00   |
| IL DEPT OF AGRICULTURE                           |                          |                                    |            |          |            |
|  | Invoice: 2017 AS LATE    |                                    | 06/15/17   | 07/14/17 | \$15.00    |
|  |                          | 01-20-40-6520 AN SHLTR LATE FEE    | \$15.00    |          |            |
|  | Invoice: 2017 AS LIC     |                                    | 06/15/17   | 07/14/17 | \$25.00    |
|  |                          | 01-20-40-5610 ANIMAL SHLTR LICN    | \$25.00    |          |            |
| Vendor Total for: IL DEPT OF AGRICULTURE         |                          | (Fiscal YTD Payments: \$140.00)    |            |          | \$40.00    |
| JACKSON, KEITH                                   |                          |                                    |            |          |            |
|  | Invoice: 06/17 CLOTHING  | REIMBURSE TIE, DRESS SHIRTS        | 06/10/17   | 07/14/17 | \$76.91    |
|  |                          | 01-20-10-4710 KJ: SHIRTS, TIE      | \$76.91    |          |            |
|  | Invoice: 06/17 CLOTHING2 | REIMBURSE DRESS SHIRTS             | 06/11/17   | 07/14/17 | \$48.74    |
|  |                          | 01-20-10-4710 KJ: DRESS SHIRTS     | \$48.74    |          |            |
| Vendor Total for: JACKSON, KEITH                 |                          | (Fiscal YTD Payments: \$490.48)    |            |          | \$125.65   |
| LEON UNIFORM COMPANY, INC                        |                          |                                    |            |          |            |
|  | Invoice: 413005          |                                    | 06/07/17   | 07/14/17 | \$109.99   |
|  |                          | 01-20-10-4710 DM: BOOTS            | \$109.99   |          |            |
|  | Invoice: 414008          |                                    | 06/16/17   | 07/14/17 | \$116.98   |
|  |                          | 01-20-10-4710 JH: SUNGLASSES       | \$109.99   |          |            |
|  |                          | 01-20-10-4710 JH: SHOELACES        | \$6.99     |          |            |
| Vendor Total for: LEON UNIFORM COMPANY, INC      |                          | (Fiscal YTD Payments: \$4,885.29)  |            |          | \$226.97   |

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| Vendor  | Invoice                  | Description   | Inv. Date                     | Due Date | Amount      |
|---|--------------------------|---|-------------------------------|----------|-------------|
| LHOIST NORTH AMERICA OF MISSOURI, I                   |                          |   |                               |          |             |
|   | Invoice: 1171903538      | BOL #400037865<br>52-43-30-6560 25.88T QUICKLIME              | 06/29/17<br>\$4,917.20        | 07/14/17 | \$4,917.20  |
|   | Invoice: 1171903768      | BOL #400038092<br>52-43-30-6560 26.89T QUICKLIME              | 07/07/17<br>\$5,109.10        | 07/14/17 | \$5,109.10  |
| Vendor Total for: LHOIST NORTH AMERICA OF MISSOURI, I |                          | (Fiscal YTD Payments: \$79,976.70)                            |                               |          | \$10,026.30 |
| LYNN PEAHEY COMPANY                                   |                          |   |                               |          |             |
|   | Invoice: 331921          | 01-20-10-6520 EVDNCE BOXES,BAGS                               | 05/31/17<br>\$84.05           | 07/14/17 | \$84.05     |
| Vendor Total for: LYNN PEAHEY COMPANY                 |                          | (Fiscal YTD Payments: \$466.20)                               |                               |          | \$84.05     |
| MACKIN, CHARLES                                       |                          |   |                               |          |             |
|   | Invoice: 06/17 GASOLINE  | REIMBURSE VEHICLE TRANSPORT GAS<br>01-20-00-6550 CM: GASOLINE | 06/26/17<br>\$28.00           | 07/14/17 | \$28.00     |
|   | Invoice: 06/17 HEADPHNES | REIMBURSE HEADPHONES<br>01-20-00-4710 CM: HEADPHONES          | 06/12/17<br>\$27.14           | 07/14/17 | \$27.14     |
| Vendor Total for: MACKIN, CHARLES                     |                          | (Fiscal YTD Payments: \$267.94)                               |                               |          | \$55.14     |
| MARCAL ROPE & RIGGING INC                             |                          |   |                               |          |             |
|   | Invoice: 82124           | 52-44-20-6520 SWIVEL HOOK                                     | 07/05/17<br>\$406.92          | 07/14/17 | \$406.92    |
| Vendor Total for: MARCAL ROPE & RIGGING INC           |                          | (Fiscal YTD Payments: \$923.74)                               |                               |          | \$406.92    |
| MASCOUTAH EQUIPMENT CO, INC.                          |                          |   |                               |          |             |
|   | Invoice: T437175         | 52-44-30-6120 KUBOTA RETAINERS<br>52-44-30-6120 KUBOTA BOLTS  | 06/29/17<br>\$19.86<br>\$8.76 | 07/14/17 | \$28.62     |
| Vendor Total for: MASCOUTAH EQUIPMENT CO, INC.        |                          | (Fiscal YTD Payments: \$1,611.24)                             |                               |          | \$28.62     |
| MCKAY AUTO PARTS, INC                                 |                          |   |                               |          |             |
|   | Invoice: 215797          | 01-41-10-6520 RED TACKY GREASE                                | 06/28/17<br>\$99.80           | 07/14/17 | \$99.80     |
|   | Invoice: 215798          | 01-41-10-6520 DIESEL EXHST FLUID                              | 06/28/17<br>\$156.00          | 07/14/17 | \$156.00    |
|   | Invoice: 216252          |   | 07/03/17                      | 07/14/17 | \$62.90     |

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| Vendor   | Invoice          | Description  | Inv. Date            | Due Date | Amount     |
|--|------------------|--|----------------------|----------|------------|
|  |                  | 01-41-10-6520 RED TACKY GREASE                         | \$62.90              |          |            |
| Vendor Total for: MCKAY AUTO PARTS, INC        |                  | (Fiscal YTD Payments: \$6,978.76)                      |                      |          | \$318.70   |
| MCLANAHAN TOWING INC                           |                  |  |                      |          |            |
|  | Invoice: L-7582  | 01-20-00-5130 #35 CHANGE TIRE                          | 05/18/17<br>\$50.00  | 07/14/17 | \$50.00    |
|  | Invoice: L-8041  | 52-43-20-5130 #39 TOW                                  | 06/22/17<br>\$250.00 | 07/14/17 | \$250.00   |
| Vendor Total for: MCLANAHAN TOWING INC         |                  | (Fiscal YTD Payments: \$8,136.66)                      |                      |          | \$300.00   |
| MIDWEST MUNICIPAL SUPPLY INC                   |                  |  |                      |          |            |
|  | Invoice: 0161571 | MAIN ST WATER MAIN<br>41-00-00-8500 PVC PIPE, COUPLING | 06/26/17<br>\$402.94 | 07/14/17 | \$402.94   |
|  | Invoice: 0161677 | SHOP STOCK<br>52-43-20-6150 CLAMP, COUPLING            | 06/28/17<br>\$886.05 | 07/14/17 | \$886.05   |
|  | Invoice: 0161703 | SHOP STOCK<br>52-43-20-6150 SADDLES, ADAPTERS          | 06/29/17<br>\$537.40 | 07/14/17 | \$537.40   |
|  | Invoice: 0161820 | MAIN ST WATER MAIN<br>41-00-00-8500 10" BRASS SADDLE   | 07/05/17<br>\$98.23  | 07/14/17 | \$972.27   |
|  |                  | 41-00-00-8500 10" MEGA LUGS                            | \$536.04             |          |            |
|  |                  | 41-00-00-8500 10" MJ GLANDS                            | \$338.00             |          |            |
|  | Invoice: 0161868 | MAIN ST WATER MAIN<br>41-00-00-8500 10" MEGA LUG       | 07/06/17<br>\$114.68 | 07/14/17 | \$951.16   |
|  |                  | 41-00-00-8500 10" CAST COUPLING                        | \$384.35             |          |            |
|  |                  | 41-00-00-8500 10X2" DS SADDLE                          | \$188.00             |          |            |
|  |                  | 41-00-00-8500 10" MJ                                   | \$94.90              |          |            |
|  |                  | 41-00-00-8500 10X12" MJ COUPLNG                        | \$169.23             |          |            |
| Vendor Total for: MIDWEST MUNICIPAL SUPPLY INC |                  | (Fiscal YTD Payments: \$59,124.16)                     |                      |          | \$3,749.82 |
| MIKES AUTOMOTIVE                               |                  |  |                      |          |            |
|  | Invoice: 41489   | 01-20-00-5130 #24 CATLYTC CNVTR                        | 06/12/17<br>\$548.39 | 07/14/17 | \$548.39   |
|  | Invoice: 41513   | 01-20-10-5130 #12 LOF                                  | 06/07/17<br>\$28.74  | 07/14/17 | \$28.74    |
|  | Invoice: 41597   | 01-20-10-5130 #13 RPL BTRY,FUSE                        | 06/14/17<br>\$252.71 | 07/14/17 | \$252.71   |
|  | Invoice: 41618   | 01-20-00-5130 #37 LOF                                  | 06/16/17<br>\$28.74  | 07/14/17 | \$352.85   |
|  |                  | 01-20-00-5130 #37 SERVICE A/C                          | \$276.16             |          |            |
|  |                  | 01-20-00-5130 #37 RPL VLV STEMS                        | \$47.95              |          |            |

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| Vendor                                       | Invoice               | Description  | Inv. Date                          | Due Date | Amount     |
|--|-----------------------|--|------------------------------------|----------|------------|
| (MIKES AUTOMOTIVE Cont'd)                    |                       |  |                                    |          |            |
|  | Invoice: 41639        | 01-20-00-5130 #43 LOF                                | 06/16/17<br>\$28.74                | 07/14/17 | \$28.74    |
|  | Invoice: 41645        | 01-20-00-5130 #21 LOF                                | 06/16/17<br>\$28.74                | 07/14/17 | \$28.74    |
|  | Invoice: 41703        | 01-20-10-5130 #13 LOF                                | 06/21/17<br>\$28.74                | 07/14/17 | \$479.16   |
|  |                       | 01-20-10-5130 #13 RPL BRAKES                         | \$450.42                           |          |            |
|  | Invoice: 41775        | 01-20-10-5130 #12 TORQUE CNVTR                       | 06/28/17<br>\$680.73               | 07/14/17 | \$680.73   |
|  | Invoice: 41816        | 01-20-10-5130 #7 RPL FUSE                            | 06/29/17<br>\$77.32                | 07/14/17 | \$77.32    |
| Vendor Total for: MIKES AUTOMOTIVE           |                       |  | (Fiscal YTD Payments: \$3,506.91)  |          | \$2,477.38 |
| MISSISSIPPI LIME COMPANY                     |                       |  |                                    |          |            |
|  | Invoice: 1324393      | BOL #617420-1<br>52-44-30-6560 24.5T HYDRD LIME      | 06/30/17<br>\$4,532.50             | 07/14/17 | \$4,532.50 |
| Vendor Total for: MISSISSIPPI LIME COMPANY   |                       |  | (Fiscal YTD Payments: \$31,548.05) |          | \$4,532.50 |
| MOW PRINTING                                 |                       |  |                                    |          |            |
|  | Invoice: 75699        | 01-50-00-6520 WINDOW ENVELOPES                       | 06/20/17<br>\$273.48               | 07/14/17 | \$273.48   |
| Vendor Total for: MOW PRINTING               |                       |  | (Fiscal YTD Payments: \$7,326.69)  |          | \$273.48   |
| MUELLER REPORTING, P.C.                      |                       |  |                                    |          |            |
|  | Invoice: 06/17 REPORT | 01-10-00-5330 DEPOSTN TRNSCRPT                       | 06/23/17<br>\$49.50                | 07/14/17 | \$49.50    |
| Vendor Total for: MUELLER REPORTING, P.C.    |                       |  | (Fiscal YTD Payments: \$550.35)    |          | \$49.50    |
| MUNICIPAL CODE CORPORATION                   |                       |  |                                    |          |            |
|  | Invoice: 00290172     | 06/01/17-05/31/18<br>01-10-00-5490 ADMIN SUPPORT FEE | 06/15/17<br>\$450.00               | 07/14/17 | \$450.00   |
| Vendor Total for: MUNICIPAL CODE CORPORATION |                       |  | (Fiscal YTD Payments: \$2,067.05)  |          | \$450.00   |
| NU WAY CONCRETE FORMS TROY, LLC              |                       |  |                                    |          |            |
|  | Invoice: 1166372      |  | 06/29/17                           | 07/14/17 | \$98.55    |

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| Vendor  | Invoice                 | Description  | Inv. Date                           | Due Date | Amount       |
|---|-------------------------|--|-------------------------------------|----------|--------------|
|   |                         | 01-41-10-6530 ASPHALT BLADE  | \$98.55                             |          |              |
| Vendor Total for: NU WAY CONCRETE FORMS TROY, LLC |                         | (Fiscal YTD Payments: \$6,379.93)  |                                     |          | \$98.55      |
| O'REILLY AUTOMOTIVE, INC. (967)                   |                         |  |                                     |          |              |
|   | Invoice: 1068-288500    | 01-31-00-6130 VEHICLE TAPE   | 04/30/17<br>\$4.29                  | 07/14/17 | \$4.29       |
|   | Invoice: 1068-290825    | 01-31-00-6130 #6298 HEAT SHRINK  | 05/11/17<br>\$3.49                  | 07/14/17 | \$3.49       |
|   | Invoice: 1068-292506    | 01-31-00-6130 #1182 ABSORBENT<br>01-31-00-6130 #0463 ABSORBENT                             | 05/19/17<br>\$22.47<br>\$22.47      | 07/14/17 | \$44.94      |
| Vendor Total for: O'REILLY AUTOMOTIVE, INC. (967) |                         | (Fiscal YTD Payments: \$277.13)  |                                     |          | \$52.72      |
| PICKEREL, BRAD PD                                 |                         |  |                                     |          |              |
|   | Invoice: 06/17 OLYMPICS | REIMBURSE IL SPECIAL OLYMPICS<br>01-20-10-5620 BP: SPCL OLYMPICS                           | 06/10/17<br>\$29.50                 | 07/14/17 | \$29.50      |
|   | Invoice: SPRING QTR 17  | REIMBURSE TUITION & BOOKS<br>01-20-10-5640 BP: 9 GRAD HOURS<br>01-20-10-5640 BP: TEXTBOOKS | 06/24/17<br>\$3,252.00<br>\$462.00  | 07/14/17 | \$3,714.00   |
| Vendor Total for: PICKEREL, BRAD                  |                         | PD   | (Fiscal YTD Payments: \$3,584.33)   |          | \$3,743.50   |
| RED-E-MIX, LLC                                    |                         |  |                                     |          |              |
|   | Invoice: 792340         | CLINTON<br>28-00-00-8500 3CY CONCRETE  | 06/19/17<br>\$252.00                | 07/14/17 | \$252.00     |
|   | Invoice: 792419         | SOUTHWIND<br>28-00-00-8500 1CY CONCRETE  | 06/20/17<br>\$134.00                | 07/14/17 | \$134.00     |
| Vendor Total for: RED-E-MIX, LLC                  |                         |  | (Fiscal YTD Payments: \$44,645.38)  |          | \$386.00     |
| REPUBLIC SERVICES #350                            |                         |  |                                     |          |              |
|   | Invoice: 0350-003389423 | 01-45-00-5730 07/17 TRASH SRV  | 06/15/17<br>\$120,111.09            | 07/14/17 | \$120,111.09 |
| Vendor Total for: REPUBLIC SERVICES #350          |                         |  | (Fiscal YTD Payments: \$721,359.62) |          | \$120,111.09 |
| SHERBUT-CARSON-CLAXTON, LLC                       |                         |  |                                     |          |              |
|   | Invoice: 9344           | EASTPORT PLAZA WATER MAIN<br>41-00-00-5320 WATER MAIN SURVEY                               | 07/08/17<br>\$6,684.00              | 07/14/17 | \$6,684.00   |
| Vendor Total for: SHERBUT-CARSON-CLAXTON, LLC     |                         |  | (Fiscal YTD Payments: \$1,799.00)   |          | \$6,684.00   |

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| Vendor  | Invoice                  | Description                                  | Inv. Date              | Due Date | Amount     |
|---|--------------------------|--|------------------------|----------|------------|
| SIMPLIFILE  |                          |  |                        |          |            |
|   | Invoice: ILT7ML-06302017 | 507 WESTERN<br>01-14-00-5490 DEED RECORD FEE | 06/30/17<br>\$48.00    | 07/14/17 | \$48.00    |
| Vendor Total for: SIMPLIFILE                      |                          | (Fiscal YTD Payments: \$42.00)               |                        |          | \$48.00    |
| SITEONE LANDSCAPE SUPPLY, LLC                     |                          |  |                        |          |            |
|   | Invoice: 81263828        | 52-44-20-6150 PIPE,FTTNGS,CPLNG              | 06/26/17<br>\$58.43    | 07/14/17 | \$58.43    |
| Vendor Total for: SITEONE LANDSCAPE SUPPLY, LLC   |                          | (Fiscal YTD Payments: \$1,105.68)            |                        |          | \$58.43    |
| SOUTHWESTERN ELECTRIC COOP, INC                   |                          |  |                        |          |            |
|   | Invoice: 06/17 FOURNIE   | 52-44-20-5710 06/17 ELECTRIC                 | 07/05/17<br>\$110.73   | 07/14/17 | \$110.73   |
|   | Invoice: 06/17 MCDONOUGH | 52-44-20-5710 06/17 ELECTRIC                 | 07/05/17<br>\$68.15    | 07/14/17 | \$68.15    |
|   | Invoice: 06/17 SHELTER   | 01-20-40-5710 06/17 ELECTRIC                 | 07/05/17<br>\$1,226.16 | 07/14/17 | \$1,226.16 |
| Vendor Total for: SOUTHWESTERN ELECTRIC COOP, INC |                          | (Fiscal YTD Payments: \$14,165.74)           |                        |          | \$1,405.04 |
| STAPLES ADVANTAGE                                 |                          |  |                        |          |            |
|   | Invoice: 3342462383      | 01-64-00-6510 COPY PAPER                     | 06/07/17<br>\$118.53   | 07/14/17 | \$299.37   |
|   |                          | 01-64-00-6510 NOTEBOOK                       | \$3.64                 |          |            |
|   |                          | 01-20-20-6510 SV: DESK CALENDAR              | \$9.49                 |          |            |
|   |                          | 01-66-00-6510 GK: DESK CALENDAR              | \$9.49                 |          |            |
|   |                          | 01-20-20-6510 FILE FOLDERS                   | \$31.50                |          |            |
|   |                          | 01-64-00-6520 WATER                          | \$56.20                |          |            |
|   |                          | 01-66-00-6510 POST ITS                       | \$33.27                |          |            |
|   |                          | 01-64-00-6510 FILE FOLDERS                   | \$18.30                |          |            |
|   |                          | 01-64-00-6510 BINDERS                        | \$17.04                |          |            |
|   |                          | 01-64-00-6510 PAPER CLIPS                    | \$1.91                 |          |            |
|   | Invoice: 3343599066      | 01-50-00-6510 PAPER CLIPS, TAPE              | 06/20/17<br>\$20.39    | 07/14/17 | \$56.22    |
|   |                          | 01-50-00-6510 POST ITS,NOTE PDS              | \$35.83                |          |            |
|   | Invoice: 3343599067      | 01-50-00-6520 ENVELOPES                      | 06/20/17<br>\$41.98    | 07/14/17 | \$41.98    |
|   | Invoice: 3343652470      | 01-14-00-6510 SHEET PROTECTORS               | 06/21/17<br>\$17.98    | 07/14/17 | \$45.73    |
|   |                          | 01-14-00-6520 BATTERIES                      | \$27.75                |          |            |

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| Vendor  | Invoice             | Description   | Inv. Date              | Due Date | Amount     |
|---|---------------------|---|------------------------|----------|------------|
| (STAPLES ADVANTAGE Cont'd)                    |                     |   |                        |          |            |
|   | Invoice: 3343793962 | 01-14-00-6510 RTN SHT PROTECTRS                     | 06/23/17<br>-\$17.98   | 07/14/17 | -\$17.98   |
|   | Invoice: 3343793963 | 01-14-00-6510 SHEET PROTECTORS                      | 06/23/17<br>\$28.97    | 07/14/17 | \$32.82    |
|   |                     | 01-14-00-6510 POST ITS                              | \$3.85                 |          |            |
| Vendor Total for: STAPLES ADVANTAGE           |                     | (Fiscal YTD Payments: \$9,156.45)                   |                        |          | \$458.14   |
| SULLIVAN & VONBOKEL, PC                       |                     |   |                        |          |            |
|   | Invoice: 97         | 01-20-00-5490 HRNG OFCR CRT FEE                     | 06/29/17<br>\$1,000.00 | 07/14/17 | \$1,000.00 |
| Vendor Total for: SULLIVAN & VONBOKEL, PC     |                     | (Fiscal YTD Payments: \$3,750.00)                   |                        |          | \$1,000.00 |
| SWANK MOTION PICTURES, INC.                   |                     |   |                        |          |            |
|   | Invoice: RG 2358226 | 41-65-00-5930 MOVIES ON MAIN                        | 06/28/17<br>\$798.00   | 07/14/17 | \$798.00   |
| Vendor Total for: SWANK MOTION PICTURES, INC. |                     | (Fiscal YTD Payments: \$1,121.00)                   |                        |          | \$798.00   |
| TECH ELECTRONICS, INC.                        |                     |   |                        |          |            |
|   | Invoice: I170616482 | 07/18/17-10/17/17<br>01-20-00-5110 FIRE ALARM MAINT | 06/16/17<br>\$153.54   | 07/14/17 | \$153.54   |
|   | Invoice: I170628007 | 07/28/17-10/27/17<br>01-14-00-5120 FIRE ALARM MAINT | 06/28/17<br>\$415.80   | 07/14/17 | \$415.80   |
| Vendor Total for: TECH ELECTRONICS, INC.      |                     | (Fiscal YTD Payments: \$1,399.61)                   |                        |          | \$569.34   |
| TEKLAB INC                                    |                     |   |                        |          |            |
|   | Invoice: 201969     | 52-43-30-5490 06/17 WTR QUALITY                     | 06/29/17<br>\$543.50   | 07/14/17 | \$543.50   |
| Vendor Total for: TEKLAB INC                  |                     | (Fiscal YTD Payments: \$5,328.50)                   |                        |          | \$543.50   |
| TROVERCO, INC                                 |                     |   |                        |          |            |
|   | Invoice: 1000897018 | 01-20-10-6520 PRISONER MEALS                        | 06/15/17<br>\$110.04   | 07/14/17 | \$110.04   |
|   | Invoice: 1000912021 | 01-20-10-6520 PRISONER MEALS                        | 06/30/17<br>\$118.30   | 07/14/17 | \$118.30   |
| Vendor Total for: TROVERCO, INC               |                     | (Fiscal YTD Payments: \$1,963.78)                   |                        |          | \$228.34   |

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| Vendor  | Invoice                | Description                       | Inv. Date              | Due Date | Amount     |
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| TRUCK CENTERS, INC                            |                        |                                   |                        |          |            |
|   | Invoice: F110404558:01 | 01-41-10-6120 EGL SWPR BEARINGS   | 06/27/17<br>\$71.10    | 07/14/17 | \$71.10    |
|   | Invoice: F110404755:01 | 01-41-10-6120 EGL RADIATOR TANK   | 06/29/17<br>\$231.78   | 07/14/17 | \$231.78   |
|   | Invoice: F110405103:01 | 01-41-10-6120 EGL TENSIONR,BELT   | 06/30/17<br>\$140.34   | 07/14/17 | \$140.34   |
|   | Invoice: F110405115:01 | 01-41-10-6130 #47 BRAKE LINE      | 06/30/17<br>\$70.99    | 07/14/17 | \$70.99    |
|   | Invoice: F110405140:01 | 01-41-10-6130 RTN BRAKE LINE      | 06/30/17<br>-\$70.99   | 07/14/17 | -\$70.99   |
|   | Invoice: F110405141:01 | 01-41-10-6130 #47 BRAKE LINE      | 06/30/17<br>\$124.87   | 07/14/17 | \$124.87   |
|   | Invoice: F110405293:01 | 01-41-10-6130 #9 BACK UP ALARM    | 07/03/17<br>\$38.04    | 07/14/17 | \$38.04    |
| Vendor Total for: TRUCK CENTERS, INC          |                        | (Fiscal YTD Payments: \$5,524.47) |                        |          | \$606.13   |
| VANDEVANTER ENGINEERING                       |                        |                                   |                        |          |            |
|   | Invoice: 5396306       | 52-44-20-5120 SVC MOYNO PUMP      | 06/28/17<br>\$344.00   | 07/14/17 | \$344.00   |
|   | Invoice: 5396310       | 52-44-20-5150 FLYGT PMP INSPCTN   | 06/28/17<br>\$2,784.00 | 07/14/17 | \$2,784.00 |
| Vendor Total for: VANDEVANTER ENGINEERING     |                        | (Fiscal YTD Payments: \$2,372.24) |                        |          | \$3,128.00 |
| VERIZON WIRELESS (PD)                         |                        |                                   |                        |          |            |
|   | Invoice: 9787853330    | 01-20-00-5520 05/21-06/20 CELL    | 06/20/17<br>\$416.87   | 07/14/17 | \$1,001.68 |
|   |                        | 01-20-10-5520 05/21-06/20 CELL    | \$425.39               |          |            |
|   |                        | 01-20-20-5520 05/21-06/20 CELL    | \$95.40                |          |            |
|   |                        | 01-20-40-5520 05/21-06/20 CELL    | \$64.02                |          |            |
| Vendor Total for: VERIZON WIRELESS (PD)       |                        | (Fiscal YTD Payments: \$6,166.65) |                        |          | \$1,001.68 |
| VERNS PROFESSIONAL CAR CARE                   |                        |                                   |                        |          |            |
|   | Invoice: 6536          | 01-20-10-5130 #7 LOF              | 06/20/17<br>\$29.99    | 07/14/17 | \$29.99    |
| Vendor Total for: VERNS PROFESSIONAL CAR CARE |                        | (Fiscal YTD Payments: \$199.95)   |                        |          | \$29.99    |
| WEBQA, INC                                    |                        |                                   |                        |          |            |
|   | Invoice: 390-170701    | 01/01/17-06/30/17                 | 07/01/17               | 07/14/17 | \$3,810.00 |

# Board Listing

For Meeting Dated 07/24/17

List #431

Amount

| Vendor   | Invoice          | Description                       | Inv. Date            | Due Date | Amount     |
|--|------------------|-----------------------------------|----------------------|----------|------------|
|  |                  | 01-16-00-5370 GOVQA SUBSCRPTN     | \$3,810.00           |          |            |
| Vendor Total for: WEBQA, INC                     |                  | (Fiscal YTD Payments: \$3,810.00) |                      |          | \$3,810.00 |
| WELCOME HOMES CREDIT SERVICES                    |                  |                                   |                      |          |            |
|  | Invoice: 58656   | 01-20-20-5490 DC: CREDIT REPORT   | 05/31/17<br>\$15.00  | 07/14/17 | \$15.00    |
|  | Invoice: 58713   | 01-20-20-5490 CR: CREDIT REPORT   | 06/30/17<br>\$15.00  | 07/14/17 | \$90.00    |
|  |                  | 01-20-20-5490 VA: CREDIT REPORT   | \$15.00              |          |            |
|  |                  | 01-20-20-5490 SW: CREDIT REPORT   | \$15.00              |          |            |
|  |                  | 01-20-20-5490 JE: CREDIT REPORT   | \$15.00              |          |            |
|  |                  | 01-20-20-5490 EM: CREDIT REPORT   | \$15.00              |          |            |
|  |                  | 01-20-20-5490 NL: CREDIT REPORT   | \$15.00              |          |            |
| Vendor Total for: WELCOME HOMES CREDIT SERVICES  |                  | (Fiscal YTD Payments: \$30.00)    |                      |          | \$105.00   |
| WILLIAMS OFFICE PRODUCTS, INC.                   |                  |                                   |                      |          |            |
|  | Invoice: 035345  | 01-20-20-5170 COPIER MAINT        | 06/17/17<br>\$215.71 | 07/14/17 | \$395.95   |
|  |                  | 01-20-40-5170 COPIER MAINT        | \$37.30              |          |            |
|  |                  | 01-20-00-5170 COPIER MAINT        | \$142.94             |          |            |
|  | Invoice: 31005-1 | 01-50-00-6520 COPY PAPER          | 06/27/17<br>\$65.98  | 07/14/17 | \$65.98    |
| Vendor Total for: WILLIAMS OFFICE PRODUCTS, INC. |                  | (Fiscal YTD Payments: \$7,816.05) |                      |          | \$461.93   |

# Board Listing

For Meeting Dated 07/24/17

**List #431**  
**Amount**

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|                               |                  |
|-------------------------------|------------------|
| GENERAL FUND                  | \$369,794.73     |
| COLLINS HOUSE (HPC)           | \$138.47         |
| CAPITAL PROJECTS FUND         | \$8,976.00       |
| TIF DISTRICT #1               | \$10,872.94      |
| WATER & SEWER OPERATIONS      | \$68,346.24      |
| Grand Total:                  | \$458,128.38     |
| Total Vendors:                | 94               |
| <br>TOTAL FOR REGULAR CHECKS: | <br>\$418,423.94 |
| TOTAL FOR DIRECT PAY VENDORS: | \$39,704.44      |



# CITY COUNCIL AGENDA ITEM STAFF REPORT

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MEETING DATE: July 24, 2017

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TITLE: Motion to Approve Payroll

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DEPARTMENT: Finance

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PROJECT MANAGER: Tamara Ammann, Director of Finance

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REQUESTED ACTION: Approval

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STRATEGIC PLAN GOAL(S): Goal 7 – Financially Sustainable City

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ATTACHMENTS: Payroll Report

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## EXECUTIVE SUMMARY:

Motion to approve payroll for the period ending June 30, 2017 in the amount of \$524,474.95

## BACKGROUND & HISTORY:

Payroll amounts are as follows:

Payroll ending June 30, 2017     \$524,474.95

## STAFF REVIEW & ANALYSIS:

Regular payroll

## FINANCIAL IMPACT:

\$524,474.95 in payments

## ALTERNATIVES:

N/A

## PROS & CONS:

N/A

## RECOMMENDATION:

The Director of Finance recommends the approval of the Motion to Approve Payroll for the period ending June 30, 2017 in the amount of \$524,474.95.

## CONCLUSION:

SYS DATE 070617  
PROGRAM 'PBL'

CITY OF COLLINSVILLE  
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| EMPLOYEE                       | DATE     | CHECK NO             | GROSS   | OT PAY    | HOURS |         |        |  |
|--------------------------------|----------|----------------------|---------|-----------|-------|---------|--------|--|
| 10BROCH-BROMBOLICH, CHERYL     | 07/07/17 | 90069070             | 250.00  | .00       | 1.00  |         |        |  |
| 10GREDO-GREEN, DONNA M         | 07/07/17 | 90069071             | 250.00  | .00       | 1.00  |         |        |  |
| 10JERDA-JEROME, DAVID          | 07/07/17 | 90069072             | 250.00  | .00       | 1.00  |         |        |  |
| 10MILJO-MILLER, JOHN V         | 07/07/17 | 90069073             | 300.00  | .00       | 1.00  |         |        |  |
| 10STERI-STEHMAN, RICHARD J     | 07/07/17 | 90069074             | 250.00  | .00       | 1.00  |         |        |  |
| Totals for Department 10P      |          |                      |         | - Checks: | 5     | 1300.00 | .00    |  |
| 12ALLLI-ALLAN, LINDA           | 07/07/17 | 90069075             | 25.00   | .00       | 1.00  |         |        |  |
| 12LIMJA-LIMERINOS, JANE C      | 07/07/17 | 90069076             | 25.00   | .00       | 1.00  |         |        |  |
| 12WESAL-WESEMAN, ALAN S        | 07/07/17 | 90069077             | 25.00   | .00       | 1.00  |         |        |  |
| Totals for Department 12P      |          |                      |         | - Checks: | 3     | 75.00   | .00    |  |
| 13BAIMI-BAIR, MITCHELL E       | 07/07/17 | 90069078<br>90069079 | 5622.77 | .00       | 81.00 |         |        |  |
| 13CUNKE-CUNNINGHAM, KENDRA ANN | 07/07/17 | 90069080             | 1800.00 | .00       | 80.00 |         |        |  |
| Totals for Department 13       |          |                      |         | - Checks: | 3     | 7422.77 | .00    |  |
| 14COTKI-COTTON-WASSER, KIMBERL | 07/07/17 | 90069081<br>90069082 | 2847.92 | 351.11    | 87.50 |         |        |  |
| Totals for Department 14       |          |                      |         | - Checks: | 2     | 2847.92 | 351.11 |  |
| 15OBRST-O'BRIEN, STACEY J      | 07/07/17 | 90069083             | 2652.00 | .00       | 80.00 |         |        |  |
| Totals for Department 15       |          |                      |         | - Checks: | 1     | 2652.00 | .00    |  |
| 16AHLMA-AHLVERS, MARK E        | 07/07/17 | 90069084             | 2812.29 | 137.90    | 82.75 |         |        |  |
| 16MCCDA-MCCORMICK, DANIEL P    | 07/07/17 | 90069085<br>90069086 | 2496.81 | .00       | 80.00 |         |        |  |
| Totals for Department 16       |          |                      |         | - Checks: | 3     | 5309.10 | 137.90 |  |
| 20BOEJO-BOERM, JON B           | 07/07/17 | 90069087             | 3741.20 | .00       | 80.00 |         |        |  |
| 20EVAST-EVANS, STEPHEN R       | 07/07/17 | 90069088<br>90069089 | 4113.62 | .00       | 80.00 |         |        |  |
| 20HERER-HERMAN, ERIC A         | 07/07/17 | 90069090             | 3656.39 | .00       | 80.00 |         |        |  |
| 20MACCH-MACKIN, CHARLES E      | 07/07/17 | 90069091<br>90069092 | 3656.39 | .00       | 80.00 |         |        |  |
| 20MAYTE-MAY, TERESA LYNN       | 07/07/17 | 90069093<br>90069094 | 2244.00 | .00       | 80.00 |         |        |  |
| 20WEER-OWEN, ERIC D            | 07/07/17 | 90069095             | 3656.39 | .00       | 80.00 |         |        |  |
| 20SCAGA-SCAGGS, GARY W         | 07/07/17 | 90069096             | 3656.39 | .00       | 80.00 |         |        |  |

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| EMPLOYEE                      | DATE     | CHECK NO                         | GROSS   | OT PAY    | HOURS    |
|-------------------------------|----------|----------------------------------|---------|-----------|----------|
| 20WITRI-WITTENAUER, RICHARD E | 07/07/17 | 90069097                         | 3741.20 | .00       | 80.00    |
| Totals for Department 20      |          |                                  |         | - Checks: | 11       |
|                               |          |                                  |         |           | 28465.58 |
|                               |          |                                  |         |           | .00      |
| 21AKEBR-AKERS, BRADLEY J      | 07/07/17 | 90069098                         | 3216.46 | 325.26    | 86.00    |
| 21BAUMI-BAUER, MICHAEL P      | 07/07/17 | 90069099                         | 2884.00 | .00       | 80.00    |
| 21BELMI-BELL, MICHAEL W       | 07/07/17 | 90069100<br>90069101<br>90069102 | 3019.20 | .00       | 80.00    |
| 21BROMI-BROWN, MICHAEL G      | 07/07/17 | 90069103<br>90069104<br>90069105 | 4282.76 | 1284.28   | 139.75   |
| 21CERJO-CERNA, JOSE A         | 07/07/17 | 90069106                         | 3322.41 | 409.61    | 87.50    |
| 21COLCO-COLBERT, CORTNEY J    | 07/07/17 | 90069107<br>90069108             | 2777.60 | .00       | 80.00    |
| 21COOME-COOPER, MELISSA M     | 07/07/17 | 90069109<br>90069110             | 2915.20 | .00       | 80.00    |
| 21DANER-DANFORD, ERIC K       | 07/07/17 | 90069111<br>90069112             | 3291.20 | .00       | 80.00    |
| 21EDWJA-EDWARDS, JAY R        | 07/07/17 | 90069113                         | 2831.20 | .00       | 80.00    |
| 21FIEJO-FIELDS, JOSHUA M      | 07/07/17 | 90069114                         | 2985.92 | 208.32    | 84.00    |
| 21HARJA-HARRISON, JASON M     | 07/07/17 | 90069115                         | 3406.48 | 625.68    | 92.00    |
| 21HUNJO-HUNT, JOSHUA MICHAEL  | 07/07/17 | 90069116                         | 3471.16 | 637.56    | 92.00    |
| 21JACKE-JACKSON, KEITH A      | 07/07/17 | 90069117                         | 2998.06 | 159.66    | 83.00    |
| 21JERWI-JEREMIAS, WILBERT G   | 07/07/17 | 90069118                         | 3145.60 | .00       | 80.00    |
| 21KILPA-KILQUIST, PAUL D      | 07/07/17 | 90069119                         | 2891.20 | .00       | 80.00    |
| 21KOEBE-KOERTGE, BENJAMIN C   | 07/07/17 | 90069120                         | 2673.60 | .00       | 80.00    |
| 21KRUMA-KRUG, MARK A          | 07/07/17 | 90069121                         | 3797.15 | 599.55    | 90.00    |
| 21KUEMA-KUECHLE, MARK E       | 07/07/17 | 90069122                         | 3284.77 | 324.45    | 110.00   |
| 21KUNTO-KUNZ, TODD J          | 07/07/17 | 90069123                         | 3245.64 | 226.44    | 84.00    |

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| EMPLOYEE                       | DATE     | CHECK NO                         | GROSS   | OT PAY    | HOURS  |           |         |  |
|--------------------------------|----------|----------------------------------|---------|-----------|--------|-----------|---------|--|
| 21KYRJE-KYROUAC, JENNIFER L    | 07/07/17 | 90069124<br>90069125             | 2888.00 | .00       | 80.00  |           |         |  |
| 21LUNSA-LUNA, SAMUEL G         | 07/07/17 | 90069126                         | 2780.80 | .00       | 80.00  |           |         |  |
| 21MADDY-MADRON, DYLAN JOHN     | 07/07/17 | 90069127<br>90069128             | 2928.30 | 204.30    | 84.00  |           |         |  |
| 21MARCO-MARTIN, COREY L        | 07/07/17 | 90069129                         | 2749.54 | 25.54     | 80.50  |           |         |  |
| 21PICBR-PICKEREL, BRADLEY      | 07/07/17 | 90069130                         | 2831.20 | .00       | 80.00  |           |         |  |
| 21PORDA-PORTER, DANIEL T       | 07/07/17 | 90069131<br>90069132<br>90069133 | 3366.87 | 340.47    | 86.00  |           |         |  |
| 21PRISC-PRITCHETT, SCOTT M     | 07/07/17 | 90069134                         | 3527.22 | 614.42    | 91.25  |           |         |  |
| 21PYRST-PYRDECK, STEVEN P      | 07/07/17 | 90069135                         | 3243.57 | 352.37    | 86.50  |           |         |  |
| 21REIMI-REICHERT, MICHAEL W    | 07/07/17 | 90069136<br>90069137<br>90069138 | 2938.40 | .00       | 80.00  |           |         |  |
| 21ROSTR-ROSS, TRENT A          | 07/07/17 | 90069139                         | 3324.44 | 546.84    | 90.50  |           |         |  |
| 21ROWLE-ROWLAND, LELAND R      | 07/07/17 | 90069140                         | 4031.72 | 740.52    | 92.00  |           |         |  |
| 21SEVTI-SEVERINE, TIMOTHY J    | 07/07/17 | 90069141                         | 2727.20 | .00       | 80.00  |           |         |  |
| 21TALDO-TALBOT, DOUGLAS W      | 07/07/17 | 90069142                         | 3090.73 | 108.15    | 113.00 |           |         |  |
| 21TERMA-TERVEER, MARK D        | 07/07/17 | 90069143                         | 3019.20 | .00       | 80.00  |           |         |  |
| 21TISKE-TISCH, KEVIN L         | 07/07/17 | 90069144                         | 2777.60 | .00       | 80.00  |           |         |  |
| 21WARCH-WARREN, CHRISTOPHER    | 07/07/17 | 90069145                         | 2833.60 | .00       | 80.00  |           |         |  |
| 21WOLNI-WOLOSZYN, NICHOLAS R   | 07/07/17 | 90069146                         | 2813.38 | 89.38     | 81.75  |           |         |  |
| Totals for Department 21       |          |                                  |         | - Checks: | 49     | 112311.38 | 7822.80 |  |
| 21BERWI-BERGER, WILLIAM L      | 07/07/17 | 90069147<br>90069148<br>90069149 | 1732.00 | .00       | 80.00  |           |         |  |
| Totals for Department 21A      |          |                                  |         | - Checks: | 3      | 1732.00   | .00     |  |
| 22BEAJA-BEAN, JACQUELYN M P    | 07/07/17 | 90069150                         | 2550.20 | .00       | 129.00 |           |         |  |
| 22BETLA-BETTORG, LAUREN MICHEL | 07/07/17 | 90069151                         | 2518.00 | .00       | 81.00  |           |         |  |

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| EMPLOYEE                       | DATE      | CHECK NO                         | GROSS   | OT PAY    | HOURS  |          |        |
|--------------------------------|-----------|----------------------------------|---------|-----------|--------|----------|--------|
| 22CHRM-CHRISTENSEN, MICHAEL    | 07/07/17  | 90069152                         | 2278.96 | .00       | 81.00  |          |        |
| 22GORSH-GORKA, SHEILA K        | 07/07/17  | 90069153<br>90069154<br>90069155 | 2221.92 | .00       | 81.00  |          |        |
| 22HARYO-HARRIS, YOLANDA R      | 07/07/17  | 90069156                         | 2284.96 | .00       | 101.00 |          |        |
| 22HOVKE-HOVORKA, KELSEY D      | 07/07/17  | 90069157                         | 2597.97 | 102.84    | 165.25 |          |        |
| 22KIRLI-KIRK, LISA G           | 07/07/17  | 90069158                         | 2568.40 | .00       | 105.00 |          |        |
| 22LINAN-LINDAUER, ANDREA S     | 07/07/17  | 90069159                         | 2518.00 | .00       | 81.00  |          |        |
| 22LOVMA-LOVATTO, MARISSA A     | 07/07/17  | 90069160<br>90069161             | 2548.72 | 10.64     | 81.50  |          |        |
| 22MERCO-MERSINGER, COURTNEY M  | 07/07/17  | 90069162                         | 1792.24 | .00       | 109.00 |          |        |
| 22OLLCH-OLLER, CHRISTINA M     | 07/07/17  | 90069163                         | 2934.99 | 398.54    | 136.00 |          |        |
| 22TIMKE-TIMKEN, KELSEY E       | 07/07/17  | 90069164                         | 2217.44 | .00       | 81.00  |          |        |
| 22VERSH-VERSTRAETE, SHERI LYNN | 07/07/17  | 90069165                         | 1979.84 | .00       | 81.00  |          |        |
| Totals for Department 22       |           |                                  |         | - Checks: | 16     | 31011.64 | 512.02 |
| 22WISLO-WISE, LORI A           | 07/07/17  | 90069166                         | 2486.01 | .00       | 80.00  |          |        |
| Totals for Department 22A      |           |                                  |         | - Checks: | 1      | 2486.01  | .00    |
| 24LALNA-LALEMAN, NATHANIEL     | 07/07/17  | 90069167<br>90069168             | 2153.80 | .00       | 81.00  |          |        |
| 24PARJE-PARRACK, JESSE W       | 07/07/17  | 90069169                         | 2158.30 | .00       | 81.00  |          |        |
| Totals for Department 24       |           |                                  |         | - Checks: | 3      | 4312.10  | .00    |
| 24GENKA-GENTEMAN, KANDICE LYNN | 07/07/17  | 90069170                         | 177.75  | .00       | 15.00  |          |        |
| Totals for Department 24P      |           |                                  |         | - Checks: | 1      | 177.75   | .00    |
| 25DELAN-DELANEY, ANTHONY THOMA | 07/07/17A | 90069171                         | 297.44  | .00       | 19.50  |          |        |
| 25FERKA-FERGUSON, KAITLYN D    | 07/07/17  | 90069172                         | 1129.88 | .00       | 47.00  |          |        |
| 25MITCH-MITCHELL, CHRISTOPHER  | 07/07/17  | 90069173                         | 224.03  | .00       | 14.50  |          |        |
| 25PADAD-PADILLA, ADAM MICHAEL  | 07/07/17  | 90069174                         | 489.68  | .00       | 32.00  |          |        |
| 25PENKA-PENDL, KATIE SUE       | 07/07/17  | 90069175                         | 247.20  | .00       | 16.00  |          |        |
| 25RITCA-RITCHEY, CATERINA LORE | 07/07/17  | 90069176                         | 462.40  | .00       | 20.00  |          |        |
| 25ROBSH-ROBINSON, SHAWNA       | 07/07/17  | 90069177                         | 432.72  | .00       | 18.00  |          |        |

| EMPLOYEE                       | DATE     | CHECK NO             | GROSS   | OT PAY    | HOURS  |         |     |  |
|--------------------------------|----------|----------------------|---------|-----------|--------|---------|-----|--|
| 25RUNJA-RUNYAN, JARED          | 07/07/17 | 90069178             | 336.56  | .00       | 14.00  |         |     |  |
| 25WILKE-WILKE, KELLEY C        | 07/07/17 | 90069179             | 766.35  | .00       | 39.00  |         |     |  |
| 25WORJO-WORTH, JOHN-MARK ISAAC | 07/07/17 | 90069180             | 618.00  | .00       | 40.00  |         |     |  |
| Totals for Department 25P      |          |                      |         | - Checks: | 10     | 5004.26 | .00 |  |
| 30CARTR-CARLSON, TRACY         | 07/07/17 | 90069181             | 2362.00 | .00       | 80.00  |         |     |  |
| 30DEARO-DEADMOND, ROBERT D     | 07/07/17 | 90069182             | 2352.00 | .00       | 73.50  |         |     |  |
| 30EDMKE-EDMOND, KEVIN J        | 07/07/17 | 90069183<br>90069184 | 3846.16 | .00       | 80.00  |         |     |  |
| Totals for Department 30       |          |                      |         | - Checks: | 4      | 8560.16 | .00 |  |
| 31ARNFR-ARNOLD, FRANK J        | 07/07/17 | 90069185             | 3310.20 | 220.68    | 88.00  |         |     |  |
| 31BADDABADGETT, DAVID G        | 07/07/17 | 90069186             | 3485.74 | 604.54    | 95.75  |         |     |  |
| 31BASPH-BASSETT, PHILIP DANIEL | 07/07/17 | 90069187             | 3122.94 | 541.62    | 95.75  |         |     |  |
| 31BENDA-BENNETT, DAVID A       | 07/07/17 | 90069188             | 3190.32 | .00       | 84.00  |         |     |  |
| 31BENJO-BENKER, JOSEPH         | 07/07/17 | 90069189             | 2847.52 | 98.20     | 86.00  |         |     |  |
| 31BRIJE-BRICKEEN, JERRY T      | 07/07/17 | 90069190             | 3076.20 | 53.40     | 109.00 |         |     |  |
| 31CANJO-CANULL, JOHN           | 07/07/17 | 90069191             | 2803.92 | .00       | 84.00  |         |     |  |
| 31CASCH-CASTENS, CHRISTOPHER A | 07/07/17 | 90069192<br>90069193 | 2826.60 | .00       | 84.00  |         |     |  |
| 31CHISI-CHILDERSON, SIMON EDWA | 07/07/17 | 90069194             | 3539.25 | 1099.89   | 109.25 |         |     |  |
| 31FRACH-FRAWLEY, CHRISTOPHER N | 07/07/17 | 90069195             | 3853.01 | 876.89    | 100.50 |         |     |  |
| 31GAFMI-GAFFORD, MICHAEL D     | 07/07/17 | 90069196             | 3788.51 | 824.51    | 123.75 |         |     |  |
| 31GILMA-GILES, MATTHEW C       | 07/07/17 | 90069197             | 2997.63 | 52.59     | 85.00  |         |     |  |
| 31GOSJE-GOSSETT, JEREMY C      | 07/07/17 | 90069198             | 3343.13 | 347.69    | 90.50  |         |     |  |
| 31GULDA-GULLEDGE, DANIEL       | 07/07/17 | 90069199             | 2837.64 | .00       | 132.00 |         |     |  |
| 31HAMBR-HAMILTON, BRIAN R      | 07/07/17 | 90069200<br>90069201 | 3429.34 | 327.70    | 138.00 |         |     |  |
| 31HARMI-HARRIS, MICHAEL E      | 07/07/17 | 90069202             | 4508.56 | 1572.76   | 114.00 |         |     |  |

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| EMPLOYEE                        | DATE     | CHECK NO                                     | GROSS   | OT PAY    | HOURS  |           |          |
|---------------------------------|----------|--|---------|-----------|--------|-----------|----------|
| 31KATDU-KATICH, DUSTIN J        | 07/07/17 | 90069203                                     | 4147.79 | 976.79    | 101.25 |           |          |
| 31KLUNI-KLUCKER, NICHOLAS L     | 07/07/17 | 90069204                                     | 2937.69 | 50.07     | 147.00 |           |          |
| 31LEEKA-LEE, KALEB R            | 07/07/17 | 90069205<br>90069206                         | 2984.36 | 274.88    | 113.75 |           |          |
| 31LITKU-LITTEKEN, KURT W        | 07/07/17 | 90069207                                     | 3530.34 | 534.90    | 94.00  |           |          |
| 31LUTMI-LUTZ, MICHAEL STEVEN    | 07/07/17 | 90069208                                     | 3514.93 | 463.21    | 92.50  |           |          |
| 31MEADA-MEADOWS, DAVID C        | 07/07/17 | 90069209                                     | 3197.88 | .00       | 84.00  |           |          |
| 31MIKMI-MIKOFF, MICHAEL L       | 07/07/17 | 90069210                                     | 3326.53 | 449.53    | 92.75  |           |          |
| 31OSBDE-OSBORN, DEREK C         | 07/07/17 | 90069211                                     | 3380.33 | 468.05    | 93.00  |           |          |
| 31PETTI-PETERS, TIMOTHY MICHAEL | 07/07/17 | 90069212                                     | 2534.22 | 44.46     | 85.00  |           |          |
| 31RAITI-RAINEY, TIMOTHY P       | 07/07/17 | 90069213<br>90069214                         | 3190.32 | .00       | 84.00  |           |          |
| 31REEST-REED, STEVEN J          | 07/07/17 | 90069215                                     | 2826.60 | .00       | 84.00  |           |          |
| 31SCHER-SCHRAGE, ERIC J         | 07/07/17 | 90069216                                     | 3058.44 | .00       | 84.00  |           |          |
| 31SIDA-SIENKIEWICZ, DAVID M     | 07/07/17 | 90069217<br>90069218                         | 4272.00 | 1281.60   | 108.00 |           |          |
| 31THOJA-THOMPSON, JAMES M       | 07/07/17 | 90069219                                     | 2919.56 | 49.52     | 157.00 |           |          |
| 31WARJA-WARNER, JASON           | 07/07/17 | 90069220<br>90069221<br>90069222             | 3087.00 | 205.80    | 88.00  |           |          |
| Totals for Department 31        |          |  |         | - Checks: | 38     | 101868.50 | 11419.28 |
| 40TURTR-TURNER, TROY LEE        | 07/07/17 | 90069223<br>90069224                         | 3600.00 | .00       | 80.00  |           |          |
| Totals for Department 40        |          |  |         | - Checks: | 2      | 3600.00   | .00      |
| 40KUSAL-KUSMIERCZAK, ALAN J     | 07/07/17 | 90069225                                     | 696.00  | .00       | 58.00  |           |          |
| Totals for Department 40P       |          |  |         | - Checks: | 1      | 696.00    | .00      |
| 41BATCH-BATES, CHAD S           | 07/07/17 | 90069226                                     | 2076.80 | .00       | 80.00  |           |          |
| 41CLADA-CLARK, DANIEL P         | 07/07/17 | 90069227<br>90069228<br>90069229<br>90069230 | 2783.20 | .00       | 80.00  |           |          |

| EMPLOYEE                       | DATE     | CHECK NO                         | GROSS   | OT PAY    | HOURS  |          |        |
|--------------------------------|----------|----------------------------------|---------|-----------|--------|----------|--------|
| 41DELRO-DELANEY, ROBERT M      | 07/07/17 | 90069231<br>90069232             | 2731.20 | .00       | 80.00  |          |        |
| 41FOHKH-FOHNE, KHRISTOPHER W   | 07/07/17 | 90069233                         | 2156.80 | .00       | 80.00  |          |        |
| 41GOERO-GOETTER, RONALD L      | 07/07/17 | 90069234                         | 2316.80 | .00       | 80.00  |          |        |
| 41JACRA-JACKSON, RANDY B       | 07/07/17 | 90069235<br>90069236             | 2625.60 | .00       | 80.00  |          |        |
| 41KLEPA-KLEIN, PAUL J          | 07/07/17 | 90069237<br>90069238<br>90069239 | 2576.00 | .00       | 80.00  |          |        |
| 41MEIMA-MEIER, MATTHEW S       | 07/07/17 | 90069240                         | 2576.00 | .00       | 80.00  |          |        |
| 41MOTCH-MOTIEJAITIS, CHAD R    | 07/07/17 | 90069241                         | 2576.00 | .00       | 80.00  |          |        |
| 41MURDA-MURPHY, DANIEL J       | 07/07/17 | 90069242<br>90069243<br>90069244 | 3008.74 | 326.04    | 87.50  |          |        |
| 41NIEVI-NIEMEIER, VINCENT L    | 07/07/17 | 90069245<br>90069246             | 2206.80 | .00       | 120.00 |          |        |
| 41PROMI-PROSSER, MICHAEL J     | 07/07/17 | 90069247<br>90069248             | 3021.18 | 210.78    | 84.00  |          |        |
| 41SHETE-SHEPHARD, TERRY A      | 07/07/17 | 90069249                         | 2576.00 | .00       | 80.00  |          |        |
| 41STABA-STANTON, BARRY S       | 07/07/17 | 90069250                         | 2838.21 | 287.01    | 86.00  |          |        |
| 41WATRO-WATT, RONALD C         | 07/07/17 | 90069251                         | 2576.00 | .00       | 80.00  |          |        |
| Totals for Department 411      |          |                                  |         | - Checks: | 26     | 38645.33 | 823.83 |
| 41FULSC-FULTZ, SCOTT ALVIN     | 07/07/17 | 90069252                         | 722.85  | .00       | 61.00  |          |        |
| 41JABJO-JABLONSKI, JOHN M      | 07/07/17 | 90069253                         | 568.80  | .00       | 48.00  |          |        |
| 41JANNI-JANINI, NICHOLAS JOHN  | 07/07/17 | 90069254                         | 758.40  | .00       | 64.00  |          |        |
| 41RAPTH-RAPP, THOMAS ALEXANDER | 07/07/17 | 90069255                         | 474.00  | .00       | 40.00  |          |        |
| 41RICJO-RICE, JOSHUA TYLER     | 07/07/17 | 90069256                         | 948.00  | .00       | 80.00  |          |        |
| 41SUEAN-SUESS, ANTHONY C       | 07/07/17 | 90069257                         | 663.60  | .00       | 56.00  |          |        |
| Totals for Department 411P     |          |                                  |         | - Checks: | 6      | 4135.65  | .00    |
| 43GUSJA-GUSHLEFF, JANET E      | 07/07/17 | 90069258<br>90069259             | 2100.01 | .00       | 80.00  |          |        |

| EMPLOYEE                       | DATE     | CHECK NO                         | GROSS   | OT PAY    | HOURS  |          |         |  |
|--------------------------------|----------|----------------------------------|---------|-----------|--------|----------|---------|--|
| 43KREDE-KRESS, DENNIS          | 07/07/17 | 90069260<br>90069261<br>90069262 | 4018.80 | .00       | 80.00  |          |         |  |
| Totals for Department 43       |          |                                  |         | - Checks: | 5      | 6118.81  | .00     |  |
| 43CALWI-CALANDRO, WILLIAM M    | 07/07/17 | 90069263<br>90069264             | 2742.54 | 191.34    | 84.00  |          |         |  |
| 43FRIRU-FRIEDERICH, RUSSELL M  | 07/07/17 | 90069265                         | 2583.50 | .00       | 81.00  |          |         |  |
| 43GRITO-GRIES, TODD A          | 07/07/17 | 90069266<br>90069267             | 2865.80 | 289.80    | 86.00  |          |         |  |
| 43HENKE-HENDERSON, KEITH W     | 07/07/17 | 90069268                         | 2076.80 | .00       | 80.00  |          |         |  |
| 43JEFMI-JEFFRIES, MICHAEL J    | 07/07/17 | 90069269                         | 3160.42 | 342.52    | 87.50  |          |         |  |
| 43KILAD-KILLIAN, ADAM M        | 07/07/17 | 90069270                         | 2805.63 | 125.63    | 82.50  |          |         |  |
| 43MOOAD-MOORE, ADAM J          | 07/07/17 | 90069271                         | 2247.68 | 80.88     | 90.00  |          |         |  |
| 43PAYMA-PAYNE, MATTHEW JOHN    | 07/07/17 | 90069272                         | 2576.00 | .00       | 80.00  |          |         |  |
| 43TARDE-TARRANT, DENNIS A      | 07/07/17 | 90069273                         | 2583.50 | .00       | 81.00  |          |         |  |
| Totals for Department 432      |          |                                  |         | - Checks: | 11     | 23641.87 | 1030.17 |  |
| 43WILSA-WILSON, SAMUEL CHARLES | 07/07/17 | 90069274                         | 568.80  | .00       | 48.00  |          |         |  |
| Totals for Department 432P     |          |                                  |         | - Checks: | 1      | 568.80   | .00     |  |
| 43CRAMI-CRAWFORD, MICHAEL B    | 07/07/17 | 90069275                         | 1041.20 | .00       | 40.00  |          |         |  |
| 43JULGE-JULIAN, GEORGE R       | 07/07/17 | 90069276                         | 3814.32 | 871.92    | 97.00  |          |         |  |
| 43KAVWI-KAVALIUNAS, WILLIAM M  | 07/07/17 | 90069277                         | 3404.66 | 119.31    | 164.00 |          |         |  |
| 43LIEEM-LIENARD, EMIL S        | 07/07/17 | 90069278                         | 3723.60 | 855.60    | 97.00  |          |         |  |
| 43MONDO-MONTGOMERY, DOUGLAS L  | 07/07/17 | 90069279                         | 3830.32 | 871.92    | 97.00  |          |         |  |
| 43PICKI-PICKEL, TIMOTHY W      | 07/07/17 | 90069280                         | 3366.36 | 435.96    | 89.00  |          |         |  |
| Totals for Department 433      |          |                                  |         | - Checks: | 6      | 19180.46 | 3154.71 |  |
| 44BANST-BANKS, STEPHEN D       | 07/07/17 | 90069281<br>90069282<br>90069283 | 2820.66 | 195.06    | 84.00  |          |         |  |
| 44CLACH-CLARK, CHRISTOPHER M   | 07/07/17 | 90069284<br>90069285<br>90069286 | 2600.80 | .00       | 80.00  |          |         |  |
| 44CLULA-CLUBB, LARRY E         | 07/07/17 | 90069287<br>90069288             | 2674.83 | 49.23     | 81.00  |          |         |  |

SYS DATE 070617  
PROGRAM 'PBL'

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 06/30/17

SYS TIME 15:01

PAGE 9

06/30/17

| EMPLOYEE                       | DATE     | CHECK NO                         | GROSS   | OT PAY    | HOURS |          |        |
|--------------------------------|----------|----------------------------------|---------|-----------|-------|----------|--------|
| 44HOPKI-HOPKINS, KIMBERLY V    | 07/07/17 | 90069289                         | 2646.40 | .00       | 80.00 |          |        |
| 44KRED-A-KRESS, DALE K         | 07/07/17 | 90069290<br>90069291             | 2655.38 | .00       | 80.00 |          |        |
| 44NAGER-NAGEL, ERIC M          | 07/07/17 | 90069292                         | 2837.60 | .00       | 80.00 |          |        |
| 44SCHJO-SCHAEFFER, JOHN D      | 07/07/17 | 90069293<br>90069294             | 2346.88 | .00       | 81.00 |          |        |
| Totals for Department 442      |          |                                  |         | - Checks: | 14    | 18582.55 | 244.29 |
| 44CHAMI-CHAMBLISS, MICHAEL     | 07/07/17 | 90069295                         | 3133.52 | 408.72    | 88.00 |          |        |
| 44CRODO-CROSSLEY, DOUGLAS E    | 07/07/17 | 90069296                         | 3073.60 | .00       | 80.00 |          |        |
| 44DAVTR-DAVIS, TRACY A         | 07/07/17 | 90069297<br>90069298             | 2834.40 | .00       | 80.00 |          |        |
| 44HILRO-HILL, ROBERT E         | 07/07/17 | 90069299                         | 2703.20 | .00       | 81.00 |          |        |
| 44HUFRO-HUFFMAN, ROBERT        | 07/07/17 | 90069300                         | 2696.00 | .00       | 80.00 |          |        |
| 44MOTRO-MOTIEJAITS, RONALD A   | 07/07/17 | 90069301                         | 2750.00 | .00       | 81.00 |          |        |
| 44WALJO-WALKER, JONATHAN A     | 07/07/17 | 90069302<br>90069303             | 2724.00 | .00       | 80.00 |          |        |
| Totals for Department 443      |          |                                  |         | - Checks: | 9     | 19914.72 | 408.72 |
| 44SKOVI-SKOSKY, VINCENT EUGENE | 07/07/17 | 90069304                         | 687.30  | .00       | 58.00 |          |        |
| Totals for Department 443P     |          |                                  |         | - Checks: | 1     | 687.30   | .00    |
| 50AMMTA-AMMANN, TAMARA K       | 07/07/17 | 90069305<br>90069306<br>90069307 | 3753.62 | .00       | 80.00 |          |        |
| 50CALAP-CALANDRO, APRIL J      | 07/07/17 | 90069308                         | 2109.60 | .00       | 80.00 |          |        |
| 50DONNI-DONTIGNEY, NICHOLE M   | 07/07/17 | 90069309<br>90069310             | 2108.80 | .00       | 80.00 |          |        |
| 50GUINI-GUILE, NICOLE          | 07/07/17 | 90069311<br>90069312             | 421.92  | .00       | 16.00 |          |        |
| 50KEPKA-KEPLAR, KATHLEEN M     | 07/07/17 | 90069313<br>90069314             | 2220.80 | .00       | 80.00 |          |        |
| 50LEEST-LEE, STACEY M          | 07/07/17 | 90069315                         | 2099.20 | .00       | 80.00 |          |        |
| 50LOEAN-LOEH, ANDREA           | 07/07/17 | 90069316                         | 2396.37 | 286.77    | 87.25 |          |        |

| EMPLOYEE                       | DATE       | CHECK NO             | GROSS     | OT PAY    | HOURS |          |        |  |
|--------------------------------|------------|----------------------|-----------|-----------|-------|----------|--------|--|
| 50SAUJA-SAUCIER, JAMIE J       | 07/07/17   | 90069317             | 2099.20   | .00       | 80.00 |          |        |  |
| Totals for Department 50       |            |                      |           | - Checks: | 13    | 17209.51 | 286.77 |  |
| 64BOEAM-BOEVING, AMY N         | 07/07/17   | 90069318             | 1680.00   | .00       | 80.00 |          |        |  |
| 64BOODA-BOOKLESS, DAVID BRUCE  | 07/07/17   | 90069319             | 3840.00   | .00       | 80.00 |          |        |  |
| Totals for Department 64       |            |                      |           | - Checks: | 2     | 5520.00  | .00    |  |
| 64CARCA-CARLISLE, CARRIE       | 07/07/17   | 90069320             | 750.80    | .00       | 40.00 |          |        |  |
| Totals for Department 64P      |            |                      |           | - Checks: | 1     | 750.80   | .00    |  |
| 65HARCR-HARDIN, CRISTEN LYNETT | 07/07/17   | 90069321             | 1923.09   | .00       | 80.00 |          |        |  |
| Totals for Department 65       |            |                      |           | - Checks: | 1     | 1923.09  | .00    |  |
| 66FITEL-FITE, ELBERT M         | 07/07/17   | 90069322             | 1923.08   | .00       | 80.00 |          |        |  |
| Totals for Department 66       |            |                      |           | - Checks: | 1     | 1923.08  | .00    |  |
| 66FORMI-FORSHEE, MICHAEL O     | 07/07/17   | 90069323             | 252.84    | .00       | 7.00  |          |        |  |
| 66KROGE-KRODER, GEORGE T       | 07/07/17   | 90069324             | 241.20    | .00       | 15.00 |          |        |  |
| Totals for Department 66P      |            |                      |           | - Checks: | 2     | 494.04   | .00    |  |
| 71WASTE-WASSER, TERRY J        | 07/07/17   | 90069325             | 1238.40   | .00       | 80.00 |          |        |  |
| Totals for Department 71       |            |                      |           | - Checks: | 1     | 1238.40  | .00    |  |
| 71BURJO-BURCHETT, JOSEPH W     | 07/07/17   | 90069326             | 150.84    | .00       | 12.00 |          |        |  |
| 71BYEGA-BYERS, GAIL A          | 07/07/17   | 90069327<br>90069328 | 100.56    | .00       | 8.00  |          |        |  |
| 71FINJO-FINGERHUT, JOHN D      | 07/07/17   | 90069329             | 502.80    | .00       | 40.00 |          |        |  |
| 71FISPA-FISCH, PATRICIA E      | 07/07/17   | 90069330             | 502.80    | .00       | 40.00 |          |        |  |
| 71IMENO-IMES, NORRIS P         | 07/07/17   | 90069331             | 402.24    | .00       | 32.00 |          |        |  |
| 71JACBE-JACOBBER, BETTY A      | 07/07/17   | 90069332             | 232.55    | .00       | 18.50 |          |        |  |
| 71JARJO-JARVIS, JOHN M         | 07/07/17   | 90069333             | 502.80    | .00       | 40.00 |          |        |  |
| 71KINKE-KINGSBURY, KEVIN W     | 07/07/17   | 90069334             | 100.56    | .00       | 8.00  |          |        |  |
| 71PARRO-PARKER, ROBERT NELSON  | 07/07/17   | 90069335             | 351.96    | .00       | 28.00 |          |        |  |
| Totals for Department 71P      |            |                      |           | - Checks: | 10    | 2847.11  | .00    |  |
| ** GRAND TOTAL                 | 266 CHECKS |                      | 483213.69 | 26191.60  |       |          |        |  |



# CITY COUNCIL AGENDA ITEM STAFF REPORT

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MEETING DATE: July 24, 2017

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TITLE: Motion to Approve Minutes of the July 10, 2017 Meeting

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DEPARTMENT: Administration

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PROJECT MANAGER: Kim Wasser, City Clerk

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REQUESTED ACTION: Approval

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STRATEGIC PLAN GOAL(S): Goal #5 – Community Engagement and Communication

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ATTACHMENTS: Minutes

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## EXECUTIVE SUMMARY:

N/A

## BACKGROUND & HISTORY:

N/A

## STAFF REVIEW & ANALYSIS:

N/A

## FINANCIAL IMPACT:

N/A

## ALTERNATIVES:

N/A

## PROS & CONS:

N/A

## RECOMMENDATION:

Approve the Minutes as prepared.

## CONCLUSION:

N/A



# City of Collinsville

125 S. Center Street  
Collinsville, IL 62234

## Minutes - Draft

### City Council

*Councilman Jeff Stehman*

*Councilman Cheryl Brombolich*

*Councilman Donna Green*

*Councilman David Jerome*

*Mayor John Miller*

*City Manager Mitch Bair*

*Corporate Counsel Steve Giacoletto*

*City Clerk Kim Wasser*

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Monday, July 10, 2017

6:00 PM

Council Chambers

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#### A. CALL MEETING TO ORDER

Mayor Miller called the meeting to order at 6:00 pm.

#### B. ROLL CALL

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

**Present:** 5 - Councilman Cheryl Brombolich, Councilman Donna Green, Councilman Jeff Stehman, Councilman David Jerome, and Mayor John Miller

**Absent:** 0

#### C. INVOCATION

Delivered by Pastor David Amsden of Navigation Church.

#### D. PLEDGE OF ALLEGIANCE

Recited.

#### E. PROCLAMATIONS/RECOGNITION/PRESENTATIONS

#### F. BUSINESS PRIOR TO PUBLIC INPUT

1. Consideration of a Staff-Initiated Request to Modify the Definitions and Regulations Contained Within the Zoning Ordinance Related to Dwellings Located Below the First Floor of Non-Residential Buildings

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

Councilman Jerome made a motion to remove item from the table in order to allow for a discussion, seconded by Councilman Stehman, motion carried with the following roll call: Brombolich - yes, Green - yes, Stehman - yes, Jerome - yes, Miller - yes.

Community Development Director David Bookless gave a brief overview. He reminded Council that City Manager Bair previously presented the Planning Commission's unanimous recommendation of denial of an amendment to the Zoning Ordinance that would have allowed for residential dwellings to be below the first floor of non-residential buildings. After some discussion, Council referred the item back to the Planning Commission.

The Planning Commission was unable to advertise for another public hearing on this matter due to time restrictions; however, they were able to discuss their original recommendation and merits of hosting a new hearing. The Commission discussed evidence previously provided at the hearing by the Fire Chief, Chief Building Official and himself (Bookless) regarding the Building Code, Life Safety Code, Fire Code and Zoning Ordinance. He indicated that after some discussion the Planning Commission decided that they were comfortable with the original decision of denial and voted not to reopen the hearing. He advised the Planning Commission is recommending a denial.

Corporate Counsel Giacoletto explained that a vote is not necessary to discuss the item.

Councilman Jerome expressed some confusion over a vote to maintain the current status which is not required. Councilman Brombolich inquired of the wording "to modify the definitions and regulations" if the City is going to continue to follow the existing guidelines. A discussion was had regarding the Planning Commission's options. Councilman Jerome indicated the Planning Commission motioned to not modify the Zoning Ordinance and they voted in favor of not to modify. He explained that traditionally the vote is to modify and then vote yes or no. Councilman Brombolich and Mayor Miller expressed confusion as well. Mayor Miller read the motion as presented on the agenda with a yes vote meaning to modify or a no vote indicating to not modify. Councilmen Brombolich and Jerome explained that no modifications were presented. Mayor Miller suggested not to vote, leave the definitions and regulations as is, no motion made and the item dies on the floor.

## **G. COUNCIL DISCUSSION**

### **1. Capital Improvement Projects**

City Manager Bair explained the Capital Improvement Plan (CIP) for 2017-2022. He gave an overview of the presentation that will include general information as this is not the final draft, policies and project prioritizing, fund description, projects by department, as well as other projects needing direction by Council.

He explained the criteria for a capital project as being over \$5,000, must be an asset that is able to depreciate, includes infrastructure projects, land acquisitions, and the purchase of vehicles and equipment. Studies are considered operational and not classified as capital projects.

He listed the various funding sources for the projects:

- \* Enterprise Fund (Water and Wastewater)
- \* Capital Projects Fund
- \* Motor Fuel Tax (MFT)
- \* Animal Shelter Fund
- \* DUI Court Fines
- \* Police Forfeiture
- \* Police Vehicle Fund
- \* TIF #1
- \* Northeast Business District

City Manager Bair explained the goals of the CIP as a way to address the City's immediate and long term capital needs such as maintaining infrastructure, expand tax base, encourage growth, provide safe and efficient services and maintain and improve quality of life. He indicated that additional funding sources such as grants would be explored as well. He further advised that each project is linked to one or more of the Strategic Plan goals. He also explained the funding priorities. City Manager Bair explained the relation of CIP to Operating Budget as well the financial impact used to identify the project.

He described the various funding sources. He explained the Capital Projects Funds which is derived from utility taxes and grants. He spoke of the performance measures of the Capital Projects Fund and mentioned the redirection of \$600,000 Home Rule Sales Tax back into the General Revenue Fund for operating expenses. The Enterprise Fund in which revenues are generated from water and sewer utilities and used for the Water and Wastewater Departments. He addressed the Motor Fuel Tax with revenues from the State of Illinois to pay for engineering services, road maintenance and infrastructure improvements. TIF #1 was implemented in 1986 and will expire in 2021 with a focused effort to finance infrastructure projects for Uptown area. He spoke of the Northeast Business District, which was created in 2009, and helped fund infrastructure improvements at the intersection of Keebler and Beltline. Police Forfeiture Fund is limited with certain constraints over expenditures. The Animal Shelter Fund was mentioned. He spoke of the Police Vehicle Fund and DUI Court Fines which is limited to the purchase of Police Department vehicles and DUI enforcement equipment.

City Manager Bair highlighted the various projects by department. The Public Works Projects to include a streets program based on survey/evaluation rating, local roads, and mill and overlay. A total of 92,429 feet of road repairs/maintenance through 2022 with an expenditure of approximately \$4.5 million (\$750,000 per year). He indicated that 17,200 length feet of mill and overlay for 2017 with another 17,207 length feet in 2018. This is funded out of the Capital Improvements Fund. He further explained that many of these roads are those within the older subdivisions that have not had much maintenance or attention over the last 20 years; however, the increase of the utility tax will help fund the improvements. Councilman Stehman inquired of a comparison from previous years for the amount of funding dedicated for road maintenance before increasing the utility tax. City Manager Bair advised he would need to gather data. Councilman Brombolich inquired if the roads identified are currently oil and chip. City Engineer Troy Turner indicated they are not all oil and chip but indicated he will track

the information and report back to Council. Councilman Brombolich explained the importance of permanent surfaced roadways progression to include curbs and gutters. Public Works Director Dennis Kress advised there are 72 miles of mill and overlay permanent local streets. Councilman Brombolich inquired of a percentage depicting permanent streets but information was not readily available. Director Kress advised the particular streets listed may change based on the conditions of other roads identified during the annual road survey process. City Manager Bair displayed all the 2018 mill and overlay projects with a aerial map. He indicated 14,000 length feet of mill and overlay in 2019. In 2020, 14,676 length feet of mill and overlay at an estimated cost of \$750,000. The year 2021 and 2022, over 14,000 plus length feet of mill and overlay each year at an estimated cost of \$750,000 each year. He further indicated that each year includes up to 8 mill and overlay projects per year and consists of multiple streets and neighborhoods.

He mentioned the various equipment and vehicle projects associated with the Public Works Department. Funding for these projects are included in the Capital Improvement and Enterprise Funds. He mentioned the equipment necessary. He spoke of property acquisition necessary for salt shelter and material storage. City Manager Bair spoke of the sidewalk repair and replacement program and a brief discussion was had regarding ADA requirements for sidewalks.

He mentioned various projects supported by the Enterprise Fund to include vehicles, manhole and sewer main rehabilitation, and lift station replacement. Director Kress spoke of multiple phase projects for water main replacements. He advised the water main projects will be done in-house by the construction crew as well as engineering. Labor cost are not included in the projects and only the material cost is listed.

Director Kress gave a 20 year history of water main projects. He indicated that 26 miles (14%) of water mains have been replaced. Most of the lines replaced were 2" lines that had no fire protection system on them. In the 90's, the City had 900 fire hydrants and now there are around 1,400 hydrants. He indicated that a few years back the Fire Department flushed all the lines and all the hydrants were repaired. He explained that each hydrant in the city cannot be inspected on a daily bases. He spoke of the broken hydrant that was recently discovered and indicated it was last used and functioning properly in January 2017 as it was used to help fight a fire. Apparently, the hydrant sustained damage sometime thereafter. City Manager Bair advised it is believed that the hydrant was damaged by an accident but went unreported. City Manager Bair spoke of the City's ISO rating. Councilman Brombolich explained the ISO rating system and indicated that better the City's rating means lower insurance rates for residents. Director Kress explained that reported damaged hydrants are a priority. He further explained that approximately 20% of the water mains are 4" lines but only 16% of hydrants are fed from a 4" main. Mayor Miller spoke of hydrants being flushed and inspected by the Fire Department. Director Kress explained that all the hydrants were flushed by the Fire Department approximately 6 years ago and then half flushed every other year but that program changed due to staffing. City Manager Bair indicated the former Fire Chief Emert made a decision to not follow the hydrant flushing program which was probably due to staffing issues. He advised that a focused conversation was had to resume the hydrant flushing program and indicated no discrepancies in the distribution system. Mayor Miller spoke of the flow ratios for hydrants and mentioned the addition of a water tower to assist with flow.

Director Kress spoke of the million gallon water storage tank to be housed at the new water plant. He further explained the need for a new storage tank and EPA requirements. He indicated the old tank and maintenance garage will remain at the old water plant site.

City Manager Bair spoke of projects within the Wastewater Treatment Plant to include a pump replacement, sewer main extension at E. Country Lane and Rt. 159, and an odor control upgrade system for the plant. He also mentioned various equipment and a water distribution project.

City Manager Bair next spoke of Public Works Projects that would be funded through TIF #1. The projects include Clay St. Streetscape, resurfacing of Main St., Uptown storm water rehabilitation, water main at Eastport Plaza, Church St. water main replacement, and Eastport resurfacing. Councilman Brombolich mentioned the fact that TIF funds can only be used for projects within the associated TIF district.

He mentioned a large scale improvement project for Sugar Loaf Rd. area through MFT and Surface Transportation Program (STP) funding. City Engineer Turner gave a brief overview of the project which will consist of a reconstruction of roadway and the addition of sidewalks. City Manager Bair also spoke of the Beltline/Keebler intersection improvement project funded by the Northeast Business District. He last spoke of the other Public Works Projects to include automated water meters and Sugar Loaf water main.

City Manager Bair next spoke of the consolidated software manager program for Community Development Department. The project is estimated at \$100,000 and slated for 2018.

City Manager Bair addressed the various Fire Department Projects within the Capital Projects Fund which includes the already replaced fire engine and ambulance remount. He spoke of another ambulance and fire truck replacement that is necessary. Fire Chief Kevin Edmond spoke of engine #1215 which is 20 years old. Once replaced, #1215 would be relocated to Station 2 and allow for both Stations to have front line apparatus. Chief Edmond spoke of the need for a tanker to help with fighting fires in distant areas of the nearest hydrant. City Manager Bair mentioned EMA siren replacement. He also mentioned the replacement or upgrading EMS and Fire equipment. He spoke of replacing vehicles for the Fire Chief and Assistant Chief. He mentioned a fire engine for Station 2 and the need of a brush truck to assist with brush fires within the district. Lastly, he spoke of relocating Station 2 and an additional Station at an estimated cost of \$4 million. A study will be done as well as a Fire Master Plan by Chief Edmond.

City Manager Bair addressed projects within the Police Department. He mentioned a replacement vehicle for Animal Control which would be funded by the Animal Shelter Fund. He spoke of the Tazer 60 Plan which was previously approved by Council and continuing the patrol vehicle replacement program. He spoke of remodeling of the evidence room and clerk's area and radar speed signs that qualifies for Forfeiture Funds to be used. He also spoke of dash camera through the Capital Fund. He mentioned TIF funds for flooring and roof replacement. Lastly, he spoke of the radio upgrades and suggested a study be done of system and recommendation. Councilman

Brombolich inquired of the consolidated 9-1-1 system. Police Chief Steve Evans advised a plan was established by the Emergency Telephone Systems Board and is being submitted to the State Advisory Board for consideration. The plan allows for Collinsville to accept all of Highland's 9-1-1 calls. A recommendation was presented by Councilmen Stehman and Brombolich to earmark \$500,000 for radio upgrade system. Chief Evans elaborated on the strict use of Forfeiture Funds.

Next, City Manager Bair highlighted various projects within the Administration Division. Such projects includes working with the Community Appearance Board to administer a City welcome sign replacement program, Uptown sign boards which is TIF eligible, IT components (printers, Microsoft Exchange, servers, equipment replacement and upgrades), and a fleet vehicle replacement program. Lastly, he spoke of the City Hall spatial study as to how to best utilize the building, address ADA accessibility and code compliance issues, and the need for a consolidated customer service counter. Councilman Brombolich inquired of the current fleet vehicles to which City Manager Bair advised they would be liquidated through on-line auction or trade-in unless still useful to the City.

City Manager Bair spoke of the next steps. He advised he would revise the presented draft based on Council's comments and could present revisions at the July 24 meeting and propose adoption at the August 14 meeting or present at August 14 meeting and propose adoption at the August 28 meeting. Mayor Miller recommended and Council agreed for staff to distribute a hard copy of the revised presentation to each Councilmember by August 14 for their review and discuss at the August 14 Council meeting with proposed adoption at the August 28 meeting.

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

Phil Goble spoke of a recent incident involving house fires in his neighborhood. He indicated many of his concerns and questions were addressed during the presentation. He expressed his appreciation for the employees of the Fire and Police Departments.

Phil Astrauskas spoke of receiving summons served by the Sheriff's Department. He indicated he paid his Crime Free fees before receiving the summons. He mentioned various code violations in town. He mentioned a zoning violation and indicated he has owned the property for 23 years and purchased it as a 6 family unit.

Joe Ashmann indicated he was troubled regarding comments made about CARD. He spoke of debt by CARD and other officials. He spoke of issues surrounding CARD. He commended some CARD employees for their efforts.

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

Mayor Miller spoke of the passing of Richard Rader, former 25 year employee with the Street and Wastewater Plant.

He mentioned a letter he received from the Illinois Environmental Protection Agency, dated June 19, that advised the loan agreement was amended to provide for principal forgiveness for the new Water Treatment Plant in the amount of \$750,000 adjustment. He spoke of the State passing a budget.

**J COMMENTS & ANNOUNCEMENTS - COUNCIL MEMBERS**

Councilman Jerome spoke of the Catsup Bottle Festival and Auto Show. He congratulated Mike Gassmann and his staff for a tremendous community event. Mayor Miller mentioned the event may be coming to an end due to lack of volunteers.

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

None.

**L. CONSENT AGENDA**

City Clerk Wasser read the Consent Agenda.

Mayor Miller advised he would be voting on the minutes since he watched the meeting on video. Councilman Jerome inquired of the purpose of Item #4 - Gift of Real Estate. Corporate Counsel Giacchetto explained the City periodically does demolition on homes with numerous code violations. By Statue, notice of the demolition process is given to the property owner and lien holders. This particular property owner did not wish to deal with the issues at the home and was willing to give the property to the City as an option. The property owner will give the City a Quitclaim Deed. In some circumstances, the properties may have unpaid taxes and/or mortgages. He further explained the advantage of a Quitclaim Deed which allows for a quit and easier demolition. He indicated that a title search was done that showed no mortgage but approximately \$5,000 due in taxes. He also indicated the property should be valued at more than the cost of the tax lien which means the City could recoup the money by selling the vacant property. He explained the demolition process. City Manager Bair also spoke of the demolition process which is done in-house by the construction crew. This property would be slated for demolition this fall.

1. Motion to Approve Payment of Bills for the Period Ending June 30, 2017 in the Amount of \$1,209,722.47

**Attachments:**    [Agenda Item Report](#)  
                              [Board List 05-01-17](#)  
                              [Board List 06-23-17](#)  
                              [Board List 06-30-17](#)

2. Motion to Approve Payroll for the Period Ending June 16, 2017 in the Amount of \$511,461.18

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

3. Motion to Approve Minutes of the June 26, 2017 Meeting

**Attachments:**    [Agenda Item Report](#)  
                              [062617RegMtg.pdf](#)

4. Ordinance to Accept a Gift of Real Estate and Improvements Located at 310

S. Seminary Street in the City of Collinsville

**Attachments:**    [Agenda Item Report](#)  
                              [Ordinance](#)  
                              [Quit Claim Deed 310 S Seminary.doc](#)

5.      Resolution Appointing A Member of the Collinsville Economic Development Commission (Stacy Hinrichs)

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

6.      Resolution Requesting Permission from the Illinois Department of Transportation to Close Streets for the Collinsville High School Homecoming Parade

**Attachments:**    [Agenda Item Report](#)  
                              [Resolution](#)  
                              [Homecoming Parade Req Ltr and Insurance.pdf](#)

**Mayor Miller asked if the Council wished to pull any items prior to a Motion. No items were pulled. A motion was made by Councilman Brombolich, seconded by Councilman Green, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye:**        5 - Brombolich, Green, Stehman, Jerome, and Miller

**Nay:**        0

**Absent:**    0

**Abstain:**   0

## **M.      NEW BUSINESS**

1.      Ordinance Amending the Collinsville Municipal Code, Title 9 - Public Peace, Morals and Welfare

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

Overview by Community Development Director David Bookless advised this ordinance addresses litter on the sidewalks in front of businesses. He indicated many business owners do clean the adjacent sidewalks but some are not as diligent as others. He explained the code does not spell out that business owners are responsible to clean up sidewalks in front of their businesses. Title 9 defines litter. This ordinance could be used to compel a business owner to comply.

Councilman Stehman inquired of a planned use for outdoor dining. Director Bookless explained sidewalk dining is allowed for under a special permit with language requiring the business owners to

clean up the sidewalk dining and surrounding areas. City Manager Bair clarified that the issue is not about sidewalk dining but rather other locations having litter. Councilman Jerome inquired of enforcement of the ordinance. Director Bookless advised that enforcement is established by code violation. Mayor Miller spoke of previous Uptown business owners sweeping and maintaining the sidewalks.

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

**Aye:** 5 - Brombolich, Green, Stehman, Jerome, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

**N. OLD BUSINESS**

**O. CLOSED SESSION**

**P. ANNOUNCEMENTS**

**Q. ADJOURNMENT**

**A motion was made by Councilman Jerome, seconded by Councilman Green to adjourn at 8:23 pm. The motion carried by the following vote:**

**Aye:** 5 - Brombolich, Green, Stehman, Jerome, 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.



## CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |   |
|-------------------------|---|
| MEETING DATE:           | July 24, 2017   |
| TITLE:                  | Resolution Reappointing Member of the Collinsville Economic Development Commission (Kai Redmon) |
| DEPARTMENT:             | Administration  |
| PROJECT MANAGER:        | Mitch Bair, City Manager/Economic Development Director  |
| REQUESTED ACTION:       | Approval  |
| STRATEGIC PLAN GOAL(S): | Goal #5 – Community Engagement & Communication  |
| ATTACHMENTS:            | Resolution  |

### EXECUTIVE SUMMARY:

This resolution authorizes the reappointment of Kai Redmon to the Collinsville Economic Development Commission for an additional 3-year term expiring April 2020.

### BACKGROUND & HISTORY:

Kai Redmon is the owner and operator of Redmon Insurance Agency on St. Louis Road. Mr. Redmon has been a viable member of the EDC since 2008. His most recent term expired April 20, 2017. He has expressed his desire to remain on the Commission.

### STAFF REVIEW & ANALYSIS:

N/A

### FINANCIAL IMPACT:

N/A

### ALTERNATIVES:

N/A

### PROS & CONS:

Mr. Redmon has been a beneficial addition to the EDC and has provided valuable input and assistance when achieving the Commission's goal of economic vitality for the City of Collinsville.

### RECOMMENDATION:

City Manager/Economic Development Director Bair and EDC Chairman Kevin Weinacht supports this reappointment.

### CONCLUSION:

If the resolution is approved by Council, Kai Redmon will serve on the Collinsville Economic Development Commission for a 3-year term to expire April 20, 2020.

RESOLUTION NO.

REAPPOINTING MEMBER TO THE COLLINSVILLE  
ECONOMIC DEVELOPMENT COMMISSION  
(Kai Redmon)

---

BE IT RESOLVED BY THE CITY COUNCIL OF COLLINSVILLE, ILLINOIS, that it concurs with Mayor Miller in the reappointment of Kai Redmon as member of the Collinsville Economic Development Commission for additional 3-year terms expiring April 20, 2020.

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

Ayes:

Nays:

Absent:

Approved:

---

John Miller, Mayor

ATTEST:

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Kimberly Wasser, City Clerk



# CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |   |
|-------------------------|---|
| MEETING DATE:           | July 24, 2017   |
| TITLE:                  | Ordinance to Vacate The Quitclaiming and Vacating of Utility Easements: Woodland Park Apartment |
| DEPARTMENT:             | Public Works Department   |
| PROJECT MANAGER:        | Dennis Kress, Public Works Director   |
| REQUESTED ACTION:       | Vacation of utility easement; Woodland Park Apartments  |
| STRATEGIC PLAN GOAL(S): | Goal #3: "Quality Infrastructure"   |
| ATTACHMENTS:            | Ordinance, Legal Description & Quitclaim Deed and Exhibit                                       |

## EXECUTIVE SUMMARY:

Due to the redevelopment of Woodland Park Apartments (formally known as North Gate Homes) and resulting relocation of all water mains within the development, the old utility easements are no longer necessary and should be vacated. A general utility easements plat will be recorded with Madison County that provides access to all public utilities for maintenance of their facilities.

Madison County Housing Authority will retain ownership and maintenance responsibilities of all streets and sewer mains within the development. The City will own and maintain the water mains and services up to and including the water meters as was the case prior to the redevelopment.

## BACKGROUND & HISTORY:

N/A

## STAFF REVIEW & ANALYSIS:

N/A

## FINANCIAL IMPACT:

N/A

## ALTERNATIVES:

N/A

## PROS & CONS:

N/A

RECOMMENDATION:

Staff recommends approval.

CONCLUSION:

N/A

## **ORDINANCE NO.**

# **AN ORDINANCE AUTHORIZING THE QUITCLAIMING AND VACATING OF UTILITY EASEMENTS IN RELATION TO WOODLAND PARK APARTMENTS**

---

WHEREAS, the City of Collinsville is the holder of all rights for certain water main and other easements on real estate located on Olive Street between Claremont Court and Concord Place in the City of Collinsville, as more specifically described and recorded in the office of the Recorder of Deeds of Madison County, Illinois;

WHEREAS, property owner and its related developer, Madison County Housing Authority, has submitted a request to the City that its easements described herein be quit claimed and vacated and replaced with a new easements, which shall be dedicated and conveyed to all public utilities;

WHEREAS, the public use and public interest would be best served by relieving the public of any further burden and responsibility of maintaining easements described herein and from further potential liability as to said easements;

WHEREAS, the nature and extent of the public use and the public interest to be so subserved is such as to warrant the conveyance of said easements;

WHEREAS, the City of Collinsville has determined that the said easements that crosses and affects real property as shown in Exhibits 1 and 2 and attached hereto, are no longer necessary to the development of the surrounding area;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Collinsville, Illinois, as follows:

**Section 1:** The Mayor is authorized and directed to execute and deliver to the Grantees, the Quitclaim of Easement and Partial Release of Easement for Water Main, marked as Exhibits 1 and 2, respectively, which are hereby approved in their substantial form.

**Section 2:** All ordinances and parts of ordinances inconsistent herewith are to the extent of their inconsistency hereby repealed.

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

Ayes:

Nays:

Absent:

Approved:

\_\_\_\_\_  
John Miller, Mayor

ATTEST:

\_\_\_\_\_  
Kimberly Wasser, City Clerk

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

**AN ORDINANCE AUTHORIZING THE QUITCLAIMING AND VACATING OF  
EASEMENTS IN RELATION TO WOODLAND PARK APARTMENTS**

FILE NAME = 14148 - EASEMENT PLAT.DWG

CITY OF COLLINSVILLE CERTIFICATE

I, \_\_\_\_\_, \_\_\_\_\_ FOR THE CITY OF COLLINSVILLE, DO HEREBY CERTIFY THAT ALL EXISTING FACILITIES BELONGING TO THE CITY OF COLLINSVILLE LOCATED WITHIN THE LIMITS OF THE PROPOSED DEVELOPMENT, AS SHOWN HEREON, ARE TO BE ABANDONED AND THAT ALL EXISTING EASEMENTS ARE HEREBY VACATED, DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

SIGNATURE

STATE OF ILLINOIS )  
) SS  
COUNTY OF \_\_\_\_\_ )

I, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR THE COUNTY OF \_\_\_\_\_, CERTIFY THAT \_\_\_\_\_, OF THE CITY OF COLLINSVILLE, PERSONALLY KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND THAT HE / SHE APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE / SHE SIGNED AND SEALED THE SAME AS THEIR FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSED THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2016

MY COMMISSION EXPIRES:

NOTARY PUBLIC

CHARTER COMMUNICATIONS CERTIFICATE

I, Richard Sturk, Sturk FOR CHARTER COMMUNICATIONS, DO HEREBY CERTIFY THAT ALL EXISTING FACILITIES BELONGING TO CHARTER COMMUNICATIONS LOCATED WITHIN THE LIMITS OF THE PROPOSED DEVELOPMENT, AS SHOWN HEREON, ARE TO BE ABANDONED AND THAT ALL EXISTING EASEMENTS ARE HEREBY VACATED, DATED THIS 12<sup>th</sup> DAY OF December, 2016

SIGNATURE

STATE OF Missouri )  
) SS  
COUNTY OF St. Louis )

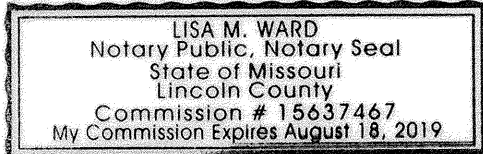
I, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR THE COUNTY OF St. Louis, CERTIFY THAT Richard Sturk, OF CHARTER COMMUNICATIONS, PERSONALLY KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND THAT HE / SHE APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE / SHE SIGNED AND SEALED THE SAME AS THEIR FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSED THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS 12<sup>th</sup> DAY OF December 2016

MY COMMISSION EXPIRES:

8/18/19

NOTARY PUBLIC



AT&T CERTIFICATE

Richard Sturk, Right of Way Mgr. FOR AT&T, DO HEREBY CERTIFY THAT ALL EXISTING FACILITIES BELONGING TO AT&T LOCATED WITHIN THE LIMITS OF THE PROPOSED DEVELOPMENT, AS SHOWN HEREON, ARE TO BE ABANDONED AND THAT ALL EXISTING EASEMENTS ARE HEREBY VACATED, DATED THIS 4<sup>th</sup> DAY OF January, 2016-2017

SIGNATURE

STATE OF ILLINOIS )  
) SS  
COUNTY OF McHenry )

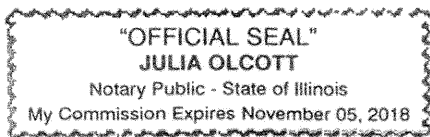
I, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR THE COUNTY OF McHenry, CERTIFY THAT Richard Sturk, OF AT&T, PERSONALLY KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND THAT HE / SHE APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE / SHE SIGNED AND SEALED THE SAME AS THEIR FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSED THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS 4 DAY OF JAN 2016-2017

MY COMMISSION EXPIRES:

11/05/18

NOTARY PUBLIC



SURVEYOR CERTIFICATE

I HEREBY CERTIFY THAT WE OATES ASSOCIATES, INC., A PROFESSIONAL DESIGN FIRM LS/PE/SE CORPORATION NUMBER 184-001115, HAVE AT THE REQUEST OF AND FOR THE EXCLUSIVE USE OF THE MADISON COUNTY HOUSING AUTHORITY PREPARED THIS PLAT AND THAT THIS PLAT IS A CORRECT REPRESENTATION OF THE LIMITS OF THE UTILITY EASEMENTS TO BE VACATED.

Steven M. Keil

STEVE M. KEIL

ILLINOIS PROFESSIONAL LAND SURVEY # 035-003119

EXPIRES: 11-30-2018

1/30/17 DATE



LEGAL DESCRIPTION

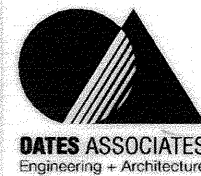
PART OF "NORTH GATE", A SUBDIVISION OF PART OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 3 NORTH, RANGE 8 WEST OF THE THIRD PRINCIPAL MERIDIAN, REFERENCE BEING HAD TO THE PLAT THEREOF RECORDED IN THE RECORDER'S OFFICE OF MADISON COUNTY, ILLINOIS IN PLAT BOOK "13" ON PAGE 58, DESCRIBED AS FOLLOWS:

COMMENCING AT THE OLD STONE MARKING THE INTERSECTION OF THE SOUTHWESTERLY RIGHT OF WAY LINE OF CONCORD PLACE WITH THE NORTHWESTERLY RIGHT OF WAY LINE OF OLIVE STREET; THENCE ON AN ASSUMED BEARING OF NORTH 69 DEGREES 27 MINUTES 00 SECOND WEST ON SAID SOUTHWESTERLY RIGHT OF WAY LINE, 115.00 FEET TO THE POINT OF BEGINNING.

FROM SAID POINT OF BEGINNING; THENCE SOUTH 20 DEGREES 33 MINUTES 00 SECOND WEST, 150.00 FEET; THENCE NORTH 69 DEGREES 27 MINUTES 00 SECOND WEST, 44.00 FEET; THENCE SOUTH 20 DEGREES 33 MINUTES 00 SECOND WEST, 188.00 FEET; THENCE SOUTH 61 DEGREES 13 MINUTES 34 SECONDS EAST, 212.00 FEET TO THE WEST RIGHT OF WAY LINE OF SAID OLIVE STREET, AS VACATED; THENCE SOUTHERLY 204.51 FEET ON SAID WEST RIGHT OF WAY LINE, BEING A NON-TANGENTIAL CURVE TO THE LEFT, HAVING A RADIUS OF 1,200.00 FEET, THE CHORD OF SAID CURVE BEARS SOUTH 01 DEGREE 04 MINUTES 04 SECONDS EAST, 204.26 FEET TO THE NORTHERLY EXTENSION OF THE EAST LINE OF LOT 19 IN BLOCK 1 OF SAID "NORTH GATE" SUBDIVISION; THENCE SOUTH 05 DEGREES 57 MINUTES 00 SECOND EAST ON SAID NORTHERLY EXTENSION, 131.30 FEET TO THE NORTH LINE OF CLAREMONT COURT, AS VACATED; THENCE SOUTH 84 DEGREES 03 MINUTES 00 SECOND WEST ON SAID NORTH LINE AND THE NORTH RIGHT OF WAY LINE OF CLAREMONT COURT, 503.03 FEET; THENCE NORTH 69 DEGREES 27 MINUTES 00 SECOND WEST CONTINUING ON SAID NORTH RIGHT OF WAY LINE, 192.24 FEET TO THE CENTERLINE OF THE 15 FOOT WIDE ALLEY IN BLOCK 2 OF SAID "NORTH GATE" SUBDIVISION, THENCE NORTH 20 DEGREES 34 MINUTES 00 SECOND EAST ON THE CENTERLINE OF THE ALLEY IN BLOCK 2 AND 3 OF SAID "NORTH GATE" SUBDIVISION, 900.18 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF SAID CONCORD PLACE; THENCE SOUTH 69 DEGREES 27 MINUTES 00 SECOND EAST ON SAID SOUTHWESTERLY RIGHT OF WAY LINE, 342.50 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 388,552 SQUARE FEET OR 8.920 ACRES, MORE OR LESS.

EASEMENT VACATION PLAT



COLLINSVILLE  
100 Lanter Court, Suite 1  
Collinsville, IL 62234  
tel 618.345.2200

BELLEVILLE  
20 E. Main Street  
Belleville, IL 62220  
tel 618.410.4888

ST. LOUIS  
720 Olive, Suite 700  
St. Louis, MO 63101  
tel 314.586.8381

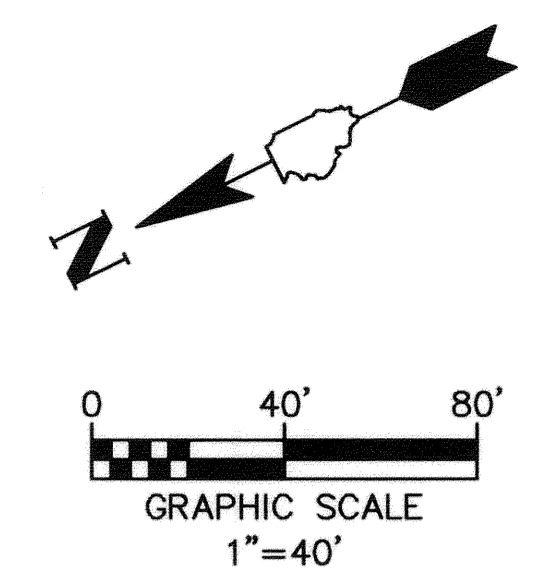
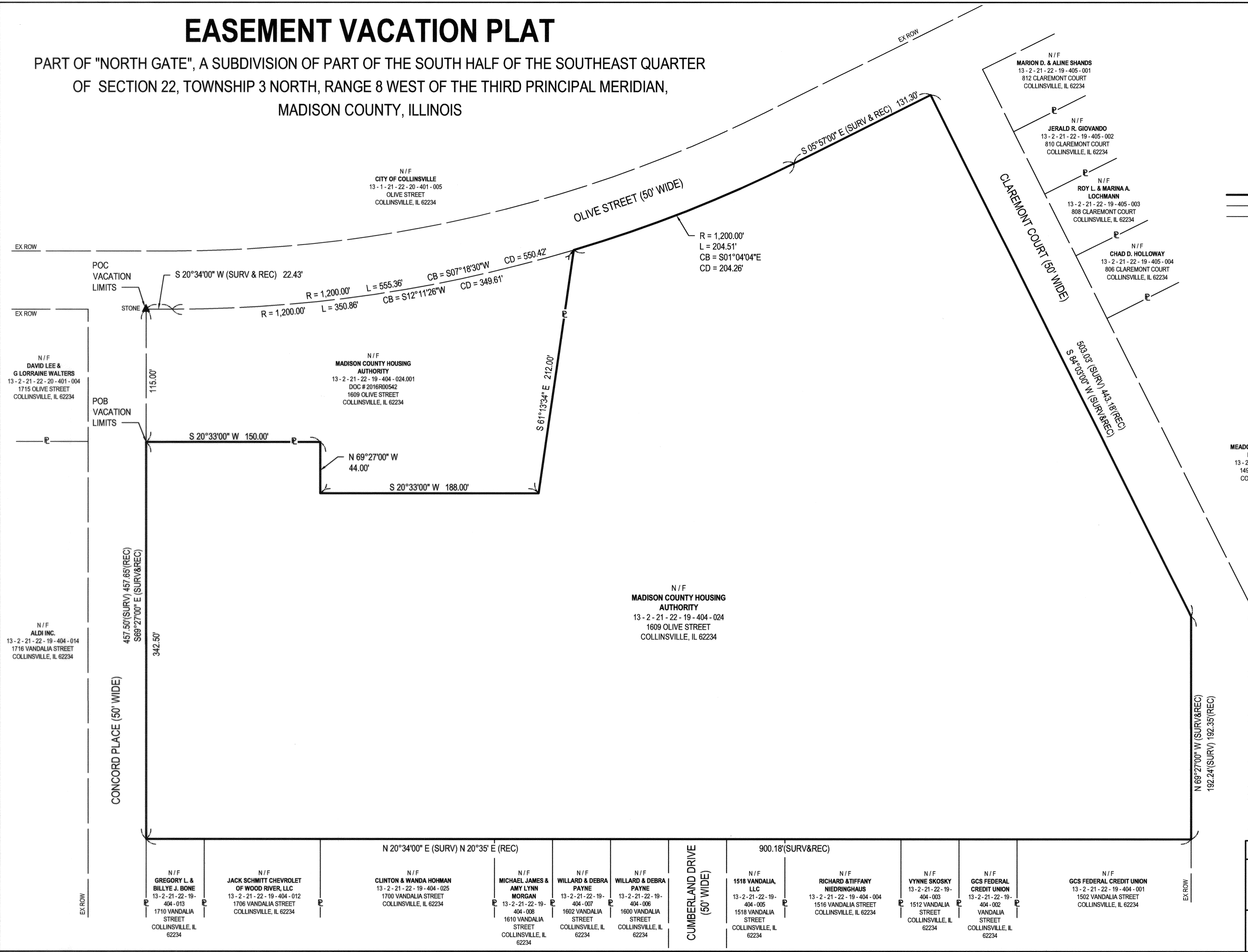
www.oatesassociates.com

DRAWN BY: SW3  
CHKD BY: SMK  
DATE: 04/19/2016

JOB NO.: 14148  
SHEET 1 OF 2 SHEETS

# EASEMENT VACATION PLAT

PART OF "NORTH GATE", A SUBDIVISION OF PART OF THE SOUTH HALF OF THE SOUTHEAST QUARTER  
OF SECTION 22, TOWNSHIP 3 NORTH, RANGE 8 WEST OF THE THIRD PRINCIPAL MERIDIAN,  
MADISON COUNTY, ILLINOIS



## LEGEND

- EASEMENT VACATION LIMITS
- EX RIGHT OF WAY LINE
- EX PROPERTY LINE
- POINT OF COMMENCEMENT
- POINT OF BEGINNING

## NOTE:

- ALL EXISTING UTILITY FACILITIES ARE TO BE ABANDONED UNLESS OTHERWISE NOTED.
- ALL EXISTING EASEMENTS ARE TO BE VACATED UNLESS OTHERWISE NOTED.
- NEW SERVICE EASEMENTS WILL BE PROVIDED AS NEEDED.

## EASEMENT VACATION PLAT



COLLINSVILLE  
1001 Luster Court, Suite 1  
Collinsville, IL 62234  
tel 618.345.2200  
www.datesassociates.com

BELEVILLE  
20 E. Main Street  
Belleville, IL 62220  
tel 618.416.4888

ST. LOUIS  
720 Olive, Suite 700  
St. Louis, MO 63101  
tel 314.588.6381

DRAWN BY: SW3  
CHKD BY: SMK  
DATE: 04/19/2016

JOB NO.: 14148  
SHEET 2 OF 2 SHEETS

FILE NAME = 14148 - EASEMENT PLAT.DWG



## CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |  |
|-------------------------|--|
| MEETING DATE:           | Monday, July 24, 2017  |
| TITLE:                  | Ordinance Accepting an Illinois Workers' Compensation Commission Settlement Contract Lump Sum Petition and Order |
| DEPARTMENT:             | Finance Department   |
| PROJECT MANAGER:        | Tamara Ammann, Director of Finance   |
| REQUESTED ACTION:       | Approval   |
| STRATEGIC PLAN GOAL(S): | Goal #7 – Financial Stewardship and Sustainability   |
| ATTACHMENTS:            | Ordinance, Settlement  |

### EXECUTIVE SUMMARY:

This Ordinance authorizes a settlement payment of \$9,440.25 to Jon Rukavina.

### BACKGROUND & HISTORY:

Jon Rukavina was injured November 4, 2015 while lifting a vault lid. All of Mr. Rukavina's medical expenses and temporary disability benefits have been paid in accordance with the Illinois Workers' Compensation Act.

### STAFF REVIEW & ANALYSIS:

Jon Rukavina sustained a compensable accident arising out of and in the course of his employment. All benefits have been paid appropriately and the case is ready for resolution. Attorney Rodney Thompson has negotiated with Mr. Rukavina's legal counsel on behalf of the City and with the prior authorization of the City Council.

### FINANCIAL IMPACT:

\$9,440.25 Water and Waste Water Fund

### ALTERNATIVES:

N/A

### PROS & CONS:

Attorney Rodney Thompson has reported that this is a fair and reasonable settlement for Mr. Rukavina's injuries. Not approving the Ordinance would delay resolution of the case.

### RECOMMENDATION:

Approval

CONCLUSION:

Jon Rukavina has accepted the sum of \$9,440.25 in full and final settlement of all issues arising out of the accidental injuries sustained on or about November 4, 2015 and any aggravating incidents occurring thereafter in the his employment with the City of Collinsville.

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

**ACCEPTING AN ILLINOIS WORKERS' COMPENSATION COMMISSION  
SETTLEMENT CONTRACT LUMP SUM PETITION AND ORDER**

---

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF COLLINSVILLE, ILLINOIS that the Mayor is authorized to approve an Illinois Workers' Compensation Commission Settlement Contract Lump Sum Petition and Order. Said agreement is attached hereto and made a part hereof by reference.

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

**ILLINOIS WORKERS' COMPENSATION COMMISSION**  
**SETTLEMENT CONTRACT LUMP SUM PETITION AND ORDER**

ATTENTION. Please type or print. Answer all questions. File four copies of this form. Attach a recent medical report.

Workers' Compensation Act ☒ Occupational Diseases Act ☐ Fatal case? No ☒ Yes ☐ Date of death \_\_\_\_\_

**Jon Rukavina**  
Employee/Petitioner

Case # 16 WC 007322



**City of Collinsville**  
Employer/Respondent

Setting Collinsville – Arbitrator Cellini

To resolve this dispute regarding the benefits due the petitioner under the Illinois Workers' Compensation or Occupational Diseases Act, we offer the following statements. We understand these statements are not binding if this contract is not approved.

Jon Rukavina

Employee's name

Street address

City, State, Zip code

**City of Collinsville**

200 West Clay Street.

**Collinsville, Illinois 62234**

Employer's name

Street address

City, State, Zip code

State Employee? Yes ☐ No ☒

Male ☒ Female ☐

Married ☒ Single ☐

# Dependents under age 18 [REDACTED]

Birthdate

Average weekly wage \$ 1,272.32

Date of accident 11/4/2015

How did the accident occur? **Lifting vault lid.**

What part of the body was affected?

### What is the nature of the injury?

The employer was notified of the accident orally ☒ in writing ☒

Return-to-work date 11/5/2015 & 1/25/2016

Location of accident Collinsville, Illinois

Did the employee return to his or her regular job? Yes ☒ No ☐

If not, explain below and describe the type of work the employee is doing, the wage earned, and the current employer's name and address.

**TEMPORARY TOTAL DISABILITY BENEFITS:** Compensation was paid for 9 weeks at the rate of \$ **848.25** /week.

The employee was temporarily totally disabled from **11/23/15** through **1/24/16**.

**MEDICAL EXPENSES:** The employer has ☒ has not ☐ paid all medical bills. List unpaid bills in the space below.

Employer and insurer have paid, or will pay, any and all reasonable and necessary services related to the event of 11/4/15 in accordance with the terms and procedures of the Illinois Workers' Compensation Act and the Medical Fee Schedule contained therein.

**PREVIOUS AGREEMENTS:** Before the petitioner signed an *Attorney Representation Agreement*, the respondent or its agent offered in writing to pay the petitioner \$ **0.00** as compensation for the permanent disability caused by this injury.

An arbitrator or commissioner of the Commission previously made an award on this case on **N/A** regarding

TTD \$ 0.00    Permanent disability \$ 0.00    Medical expenses \$ 0.00    Other \$ 0.00

**TERMS OF SETTLEMENT:** Attach a recent medical report signed by the physician who examined or treated the employee.

Respondent to pay and Petitioner to accept the sum of \$9,440.25 in full and final settlement of all issues arising out of the accidental injuries sustained on or about 11/4/2015 and any aggravating incidents occurring thereafter in the Petitioner's employment with Respondent to the date of the signing of this contract with regard to Petitioner's right groin, abdomen and body as a whole. Said sum represents [REDACTED] and is to be paid in a lump sum upon approval of this contract. Disputes exist between the parties as to the nature and extent of permanent disability and the need for future medical treatment. It is the purpose of this contract to effect a full and final settlement of all issues existing between the parties under the Illinois Workers' Compensation Act including, but not limited to, the right of either party to review or reopen this case under Sections 8(a) and 19(h). This contract does not, however, extinguish any rights that the Respondent may have under the Act in accordance with the provisions of Section 5 (820 ILCS 305/5).

Petitioner asserts that he is not currently a Medicare Beneficiary, has not applied for any Social Security Disability benefits or other benefits to which he might be entitled to Medicare or Medicaid benefits, that none of his medical bills in connection with care and treatment for this event were submitted to Medicare/Medicaid for payment and that he is not likely to become a Medicare/Medicaid recipient within the next 30 months. The Petitioner also asserts that he is not currently undergoing any care or treatment for the injuries he sustained on 11/4/2015 and that no further treatment has been recommended to him by any physician. The parties acknowledge and agree that they have taken into account the future interests of Medicare/Medicaid in the resolution of this case and that they find that no provision need be made for the establishment of any Medicare Set Aside Trust Fund.

Total amount of settlement \$ 9,440.25  
Deduction: Attorney's fees \$ 1,888.05  
Deduction: Medical reports, X-rays \$ 0.00  
Deduction: Other (explain) \$ 81.04  
Amount employee will receive \$ 7,471.16

**PETITIONER'S SIGNATURE.** *Attention, petitioner. Do not sign this contract unless you understand all of the following statements.*

I have read this document, understand its terms, and sign this contract voluntarily. I believe it is in my best interests for the Commission to approve this contract. I understand that I can present this settlement contract to the Commission in person. I understand that by signing this contract, I am giving up the following rights:

1. My right to a trial before an arbitrator;
2. My right to appeal the arbitrator's decision to the Commission;
3. My right to any further medical treatment, at the employer's expense, for the results of this injury;
4. My right to any additional benefits if my condition worsens as a result of this injury.

Signature of petitioner

Jon Rukavina

Name of petitioner (please print)

Telephone number

Date

5-16-17

**PETITIONER'S ATTORNEY.** I attest that any fee petitions on file with the IWCC have been resolved. Based on the information reasonably available to me, I recommend this settlement contract be approved.

Signature of attorney

Date

Ronald J. Foster, Jr. #4562

Attorney's name and IC code # (please print)

Walton Telken Foster

Firm name

241 North Main Street

Street address

Edwardsville,

Illinois

62025

City, State, Zip code

618-307-9880

Telephone number

rfoster@waltontelken.com

E-mail address

**RESPONDENT'S ATTORNEY.** I attest that any fee petitions on file with the IWCC have been resolved. The respondent agrees to this settlement and will pay the benefits to the petitioner or the petitioner's attorney, according to the terms of this contract, promptly after receiving a copy of the approved contract.

Signature of attorney or agent

Date

Rodney W. Thompson

(810)

Attorney's name and IC code # or agent (please print)

Becker, Hoerner, Thompson & Ysursa, P.C.

Firm name

5111 West Main Street

Street address

Belleville,

Illinois

62226

City, State, Zip code

(618) 235-0020

Telephone number

rwt@bhtylaw.com

E-mail address

Corporate Claims Management, Inc./Patriot National

Name of respondent's insurance or service company (please print)

**ORDER OF ARBITRATOR OR COMMISSIONER:**

Having carefully reviewed the terms of this contract, in accordance with Section 9 of the Act, by my stamp I hereby approve this contract, order the respondent to promptly pay in a lump sum the total amount of settlement stated above, and dismiss this case.

IC5 page 2



## CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |  |
|-------------------------|--|
| MEETING DATE:           | JULY 24, 2017  |
| TITLE:                  | ORDINANCE AUTHORIZING THE SALE OF PERSONAL PROPERTY BY THE CITY (2002 JOHN DEER 6120 TRACTOR WITH BOOM MOWER ATTACHMENT) |
| DEPARTMENT:             | STREET DEPARTMENT  |
| PROJECT MANAGER:        | DENNIS KRESS   |
| REQUESTED ACTION:       | AUTHORIZATION TO SELL PUBLIC PROPERTY (2002 JOHN DEERE TRACTOR AND BOOM MOWER ATTACHMENT)                                |
| STRATEGIC PLAN GOAL(S): | Goal #7: "Financial Stewardship"; & Goal #3: "Quality Infrastructure"  |
| ATTACHMENTS:            | <a href="#">Ordinance</a>  |

### EXECUTIVE SUMMARY:

This ordinance will allow for the liquidation/sale of the 2002 John Deere tractor with boom mower attachment that was destroyed by an electrical fire on March 31, 2017.

### BACKGROUND & HISTORY:

On June 26, 2017, the Council approved the purchase of a 2016 John Deere 6120 tractor with boom mower attachment to replace the 2002 John Deere Boom mower that was declared a total loss due to an electrical fire that occurred on March 31, 2017. Trident Insurance Company has since advised the City that the City may retain possession of the 2002 John Deere tractor and may dispose of it as the City wishes. The tractor will be placed on the online auction service Public Surplus with a reserve price yet to be determined. The insurance settlement for the 2002 John Deere completely covered the purchase price of the newly acquired 2016 John Deere. All proceeds from the sale will be in excess of the replacement cost of the 2002 John Deere tractor. All proceeds from the sale of the 2002 John Deere tractor will be deposited in the CIP Fund.

### STAFF REVIEW & ANALYSIS:

Staff has researched available methods for disposing of the 2002 John Deere and has determined that Public Surplus online auction service will meet all requirements and provide a fair price to the City.

### FINANCIAL IMPACT:

Positive: Proceeds from the sale of the 2002 John Deere Tractor will result in a positive balance

### ALTERNATIVES:

N/A

### PROS & CONS:

P

## ***Collinsville City Council Meeting***

## ***Staff Report***

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Pros: Acquire revenue for CIP by selling personal property.

Disposal of useless equipment frees up space allowing for better maintenance of the storage area.

Cons: None.

### RECOMMENDATION:

Staff is recommending approval

### CONCLUSION:

Click here to enter text.

**ORDINANCE NO.**

**ORDINANCE DECLARING PERSONAL PROPERTY OWNED BY THE CITY AS  
SURPLUS AND AUTHORIZING SALE OF PERSONAL PROPERTY  
(2002 John Deere 6120 Tractor with Boom Mower Attachment)**

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WHEREAS, in the opinion of at least a majority of the City Council of the City of Collinsville, it is no longer necessary or useful or in the best interest of the City to retain the following described personal property: 2002 John Deere 6120 Tractor with Boom Mower.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLINSVILLE as follows:

SECTION 1: Pursuant to Section 11-76-4 of the Illinois Municipal Code (65 ILCS 5/11-76-4), the City Council finds that the following described personal property: 2002 John Deere 6120 Tractor with Boom Mower Attachment, now owned by the City is no longer necessary or useful to the City, and the best interest of the City will be served by the sale of such.

SECTION 2: Pursuant to said Section 11-76-4, the Mayor be and he is hereby authorized and directed to sell the following described personal property: 2002 John Deere 6120 Tractor with Boom Mower Attachment.

SECTION 3: This ordinance is effective upon its passage by at least a majority of the City Council, and recording in the City Clerk's office.

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

Ayes:

Nays:

Absent:

Approved:

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John Miller, Mayor

ATTEST:

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Kimberly Wasser, City Clerk



# CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |   |
|-------------------------|---|
| MEETING DATE:           | July 24, 2017   |
| TITLE:                  | Ordinance Authorizing the Purchase of a 2017 Ford F250 4 x4 Pick-up Truck with Crew Cab from Landmark Ford in the Amount of \$29,521.00 Through the Illinois Joint Purchasing Program |
| DEPARTMENT:             | Water Lines Department  |
| PROJECT MANAGER:        | Dennis Kress, Public Works Director   |
| REQUESTED ACTION:       | Ordinance authorizing the purchase of a new 2017 Ford F250 4x4 pick-up truck with crew cab for use in the Water Lines Maintenance Department.   |
| STRATEGIC PLAN GOAL(S): | Goal #7: "Financial Stewardship"; & Goal #3: "Quality Infrastructure"   |
| ATTACHMENTS:            | Ordinance & Purchase Estimate   |

## EXECUTIVE SUMMARY:

This ordinance authorizes the purchase of a 2017 Ford F250 4x4 pick-up truck through the Illinois Joint Purchasing program from Landmark Ford in the amount of \$29,521. This truck purchase replaces a 1999 Ford F250 4x4 with 102,000 miles that has been re-assigned to the Street Department.

## BACKGROUND & HISTORY:

Purchase of this vehicle was originally programmed in the 2015 Enterprise Fund's Five Year Capital Plan for purchase in 2017. However, due to an expected large capital expenditure (\$230,000 for replacement of two – 24 million gallon per day pumps in the Wastewater Plant's storm water lift station) expected in 2016/2017 budgets, the truck was removed from the 2017 budget. After an evaluation of the storm water pumps by the manufacturer, it was determined that replacement was not necessary and the required repairs could be done in house a very little cost. As a result of the cost savings from the pump repairs, the purchase of the truck is being recommended at this time.

The purchase of the truck will be paid for out of the current Water Lines Budget. A budget adjustment for the purchase of the truck is not anticipated at this time.

## STAFF REVIEW & ANALYSIS:

Despite not being included in the current budget, staff feels that further deferment of the replacement of the 1999 Ford F250 is not in the best interest of the City.

## FINANCIAL IMPACT:

Negligible

## ALTERNATIVES:

N/A

## ***Collinsville City Council Meeting***

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PROS & CONS:

N/A

RECOMMENDATION:

Staff recommends approval.

CONCLUSION:

N/A

***Staff Report***

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**ORDINANCE NO.**

**ORDINANCE AUTHORIZING THE PURCHASE OF  
A 2017 FORD F-250 4x4 CREW CAB FROM LANDMARK FORD  
(*Water Lines*)**

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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 Ford F-250 4x4 Crew Cab from Landmark Ford, in the amount of \$29,521 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:

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John Miller, Mayor

ATTEST:

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Kimberly Wasser, City Clerk



**2017 Ford F250 XL 4X2 Regular Cab**

**State CONTRACT #4018300**

**Call STEVE DECKER (800) 798-9912**

**Email STEVE.DECKER@LANDMARKAUTO.COM**

**STANDARD PACKAGE      \$20,940.00**

6.2L V-8 Flex fuel automatic six speed  
transmission  
17" Wheels Grey Styled Steel  
Argent Front Bumper  
Argent Rear Step Bumper  
Interval Wipers  
Manual Side Mirrors  
29 Gallon Fuel Tank  
Grille Black Surround "Bar Style" Insert  
P245/75R17 BSW Tires  
Air Conditioning  
AM/FM Stereo/Clock  
Black Vinyl Flooring  
Display Center  
Power point Front  
Easy Fuel Capless Fuel-Filler  
Brakes 4-Wheel Disc.w/ABS

Vinyl 40/20/40 Front Seat  
Black Urethane Steering Wheel  
Interior Light  
Rearview Mirror Day/Night  
Tachometer  
SOS Post-Crash Alert System  
Tire Pressure Monitoring System  
Visor w/driver side strap  
Visor Passenger-side mirror  
142" Wheelbase 8' Bed  
9950# GVWR  
Safety Canopy Side-Curtain Airbags  
Dual Note Horn  
Tilt Steering Wheel  
Trailer Sway Control  
**TRAILER TOW PACKAGE**

**"YOU ALWAYS DO BETTER AT LANDMARK!"**

**ORDER CUT OFF DATE   TBD**

**Ford F250 Page 1**

**Ford F150 Page 1**

## ADDITIONAL OPTIONS AND ORDER FORM

PLEASE ENTER THE FOLLOWING

FORD FLEET NUMBER QI 752

CONTACT NAME Adam Killian

PHONE NUMBER 618-363-2204

PURCHASE ORDER NUMBER 5567

STATE TAX EXEMPT NUMBER E 9994-7005-07

Quantity

1

### Check desired options

|                                     |   |           |
|-------------------------------------|---|-----------|
| <input checked="" type="checkbox"/> | 4x4 Option                                | 2453.00   |
|                                     | Super Cab Option 6'8" bed?                | 2098.00   |
| <input checked="" type="checkbox"/> | Crew cab Option                           | 3200.00   |
|                                     | Cruise Control                            | 216.00    |
|                                     | 6.7 Powerstroke diesel V-8 Turbo          | \$7807.00 |
| <input checked="" type="checkbox"/> | Limited Slip Axle X3e                     | 359.00    |
|                                     | Snowplow prep package 473                 | 79.00     |
|                                     | Exterior Back-Up Alarm 76c                | 140.00    |
| <input checked="" type="checkbox"/> | Integrated Brake Controller               | 249.00    |
|                                     | Power equipment group reg cab & super-cab | 915.00.   |
| <input checked="" type="checkbox"/> | Power equipment Group Crew Cabs           | 1125.00   |
| <input checked="" type="checkbox"/> | Daytime Running Lights 942                | 45.00     |
|                                     | Cab Steps Regular Cab 18B                 | 320.00    |
| <input checked="" type="checkbox"/> | Cab Steps Super cab /Crew Cab             | 370.00.   |
|                                     | Extra Heavy alternator 62E                | 85.00     |
|                                     | AM/Fm stereo CD (585 audio)               | \$275.00  |
|                                     | Sync System (requires 585 audio 275.00)   | \$365.00  |

### Check desired options

|                                     |  |           |
|-------------------------------------|--|-----------|
|                                     | Skid Plates ( 4x4 only) 41P  | 100.00    |
|                                     | Electronic Shift on the Fly 4x4 213  | 185.00    |
| <input checked="" type="checkbox"/> | Upfitter Switches (4)  | 165.00    |
|                                     | Rear View Camera   | 370.00    |
|                                     | Suspension Package heavy Service(not available with snow plow prep Package | 125.00    |
|                                     | Transmission Power Take Off Provision                                      | 280.00    |
|                                     | Pick-up Box delete 8' box only   | (-575.00) |
|                                     | Engine Block Heater  | \$69.00   |
|                                     | XL Value Package (4.2" center stack screen/Crome Bumpers/Cruise Control    | 720.00    |
|                                     | Rust proof & Undercoat   | 289.00    |
|                                     | Power sliding Rear Window  | 405.00    |
|                                     | Extra key no remote  | 45.00     |
|                                     | Wheel Well Liner 61M   | 180.00    |
|                                     | Trailer Tow Package High Capacity (Diesel Only)                            | 1130.00   |
| <input checked="" type="checkbox"/> | Delivery one Unit  | \$275.00  |
| <input checked="" type="checkbox"/> | Lic & Title M-plate  | 175.00    |
|                                     | 110v/400 watt outlet   | 75.00     |
| <input checked="" type="checkbox"/> | 245/75 R x 17E All Terrain   | 1650.00   |

### Exterior Colors

|                 |    |
|-----------------|----|
| Blue Jeans Met. | N1 |
| Race Red        | PQ |

|                       |
|-----------------------|
| Shadow Black UH       |
| Magnetic Gray Met. J7 |

|  |                   |    |   |
|--|-------------------|----|---|
|  |                   |    | UJ  |
|  | Ingot Silver Met. | UX | <input checked="" type="checkbox"/> Oxford White Z1                 |
|  | Caribou           | H5 | Cloth 40/20/40 seat \$100.00<br>100.00                              |
|  |                   |    | <input checked="" type="checkbox"/> Steel color vinyl Seat Standard |

Interior Colors

|  |                     |           |
|--|---------------------|-----------|
|  | Cloth seat 40/20/40 | \$ 100.00 |
|  |                     |           |

**PAYMENT REQUIRED AT TIME OF DELIVERY**

Ford F250 Page 2

**\*\* Power Equipment Group Includes**

Power locks with keyless entry  
Power Windows (front on Regular cab, front and rear on Supercab and SuperCrew)  
Illuminated Entry  
Perimeter Alarm  
Black Power Mirrors

**\*\*\* Trailer Brake Controller Requires Trailer Tow Package**

~~—Trailer Tow Package Price \$360.00—~~



## CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |   |
|-------------------------|---|
| MEETING DATE:           | July 24, 2017   |
| TITLE:                  | Ordinance Authorizing the Purchase of a 2017 Ford F-250 from Landmark Ford in the Amount of \$27,761 (Animal Control) |
| DEPARTMENT:             | Police  |
| PROJECT MANAGER:        | Lt. Eric Owen   |
| REQUESTED ACTION:       | Approval  |
| STRATEGIC PLAN GOAL(S): | Goal #2 – Safest City, Goal #7 – Financial Stewardship and Sustainability   |
| ATTACHMENTS:            | Ordinance, Landmark Ford Quote – State Contract #401830   |

### EXECUTIVE SUMMARY:

The City employs two Full-time Humane Officers. Presently, the animal control vehicle is a 2005 Ford F250 Pickup Truck equipped with a bed insert specifically designed for the transportation of multiple animals. The vehicle is still serviceable, but maintenance costs have increased in recent years. Lt. Owen worked with the Humane Officers to determine the type of truck and shell/insert that would best serve their needs. They find the multiple compartments on their present truck are rarely necessary. Additionally, they have a difficult time lifting large animals into the truck as it is presently set up. As a result, the Humane Officers suggest the purchase of a Ford F250 Super Cab and the addition of an aftermarket camper shell to be selected after the purchase of the truck. Also, there are times a second truck is needed to accommodate each officer in situations where multiple animal incidents are occurring. In these situations, Humane Officers utilize one of a few police department trucks which are routinely used by the police department as utility vehicles. There is never a guarantee these trucks will be available when needed and they will never be equipped with animal control equipment. To address these considerations, we will compare the value of the existing vehicle to the benefits of keeping it as an Animal Control back-up vehicle.

### BACKGROUND & HISTORY:

The present Animal Control truck has been the only dedicated Animal Control vehicle since 2005.

### STAFF REVIEW & ANALYSIS:

Staff has compared the State Contract price to comparable vehicles. For instance, a similar equipped Ford F250 was priced at \$38,915.00 by Ford Motor Co. Additionally, staff found it is not uncommon for Animal Control Officers in other jurisdictions to utilize a truck/camper shell combination. With this type of set-up, separate cages are utilized within the truck bed to keep multiple animals safe during transport.

### FINANCIAL IMPACT:

The funding source for this purchase is the Animal Shelter Fund. The vehicle and equipment will fall well below the \$50,000 allocated in the 2017 CIP budget.

ALTERNATIVES:

There are no reasonable alternatives in this price range and this specific truck should serve the needs of Animal Control.

PROS & CONS:

N/A

RECOMMENDATION:

The Chief of Police requests to waive purchasing procedures stated in 3.08.020 and rely on State Contract #4018300 for the purchase of the Animal Control Truck.

CONCLUSION:

Although we have debated the appropriate insert/shell for the Animal Control Truck, we all agree the selected truck is the appropriate choice for the vehicle itself. The equipment utilized to transport animals (shell, insert, etc.) will be selected from an aftermarket vender after the purchase of the truck. The Chief, Project Manager Eric Owen, and Animal Control staff has all considered animal safety, efficiency, and cost. After careful consideration, we recommend the purchase of this vehicle.

**ORDINANCE NO.**

**ORDINANCE AUTHORIZING THE PURCHASE OF  
A 2017 FORD F-250 FROM LANDMARK FORD  
(*Animal Control*)**

---

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 Ford F-250 from Landmark Ford, in the amount of \$27,761 through the Illinois Joint Purchasing Program (State Contract #4018300); 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:

---

John Miller, Mayor

ATTEST:

---

Kimberly Wasser, City Clerk

## You Always Do Better At Landmark

2401 Prairie Crossing Drive  
Springfield, IL. 62711  
Phone: 217 862 5253  
Fax: 217 862 5316

| DESCRIPTION                         | AMOUNT       |
|-------------------------------------|--------------|
| 2017 F-250 state contract # 4018300 | \$ 20,940.00 |
| 4x4 option                          | 2,453.00     |
| Super-Cab Option 8' bed             | 2,598.00     |
| Power Equipment Group               | 915.00       |
| Extra heavy alternator              | 85.00        |
| Spray-in bed liner                  | 595.00       |
| Lic & Title M-plate                 | 175.00       |
| Color white/Steel Color Vinyl Seat  |              |

Make all checks payable to Landmark Ford Inc. If you have any questions concerning this quote, 1 217 862 5253 email [steve.decker@landmarkauto.com](mailto:steve.decker@landmarkauto.com)  
**THANK YOU FOR YOUR BUSINESS!**

|              |           |                  |
|--------------|-----------|------------------|
| <b>TOTAL</b> | <b>\$</b> | <b>27,761.00</b> |
|--------------|-----------|------------------|





## CITY COUNCIL AGENDA ITEM STAFF REPORT

|                         |   |
|-------------------------|---|
| MEETING DATE:           | July 24, 2017   |
| TITLE:                  | Amendment to Municipal Code, Chapter 13.04, "Water Service System", enacting a new Section 13.04.055, "Liability for charges" |
| DEPARTMENT:             | Administration  |
| PROJECT MANAGER:        | Mitchell Bair, AICP, City Manager   |
| REQUESTED ACTION:       | Adoption of Ordinance   |
| STRATEGIC PLAN GOAL(S): | Goal #7: "Financial Stewardship & Sustainability"   |
| ATTACHMENTS:            | Public Information Sheet: Water Account by Owner Status<br>Draft Ordinance  |

### EXECUTIVE SUMMARY:

The recommended amendment to the Municipal Code will establish the liability for water charges to reside with the property owner. Currently the City does not have this requirement in place which places the liability with whomever owns the account (not the property). A significant majority of delinquent water accounts occur with non-owner occupied water accounts (69.4%) where these accounts only make up 22% of water accounts. The adoption of this requirement will significantly reduce delinquent water account charges that are directly related to non-owner occupied properties thereby resulting in a positive financial impact to the City.

### BACKGROUND & HISTORY:

The City currently does not have an ordinance that establishes the liability for water account fees with the owner of the property. Absent ordinance language that establishes this responsibility with the property owner the City experiences, and has experienced historically, a disproportionately higher number in account delinquencies associated with non-owner occupied water accounts. The absence of this language does not permit an owner from establishing the account in their name rather than that of the tenants, but this is the exception rather than the norm and these accounts are not those that become delinquent. Should owner occupied accounts become delinquent the City has an effective method for reclaiming those delinquent funds through placing a lien on the property. However, when these delinquencies occur on non-owner occupied accounts these delinquencies are difficult, if not impossible to reclaim. The result is the other rate payers are forced to subsidize this inequity in a completely unfair manner. Consider the following:

- ✓ The City has 11,447 water accounts and of those 23% are classified as non-owner occupied. This does not mean the City is only 23% rental rather that is the number of water accounts that are not in the same name as the property owner.
- ✓ Out of a total delinquent amount of \$185,038.73 non-owner occupied delinquencies amount to more than \$128,376.10 or fully 69.4% of those delinquencies.
- ✓ Disconnections, in both total number (50.9%) and dollar cost (50.4%) are disproportionately related to the percentage of water accounts for non-owner occupied vs. owner occupied.

This is an alarmingly high cost that is associated with these non-owner occupied accounts requiring consideration and action by the City.

**STAFF REVIEW & ANALYSIS:**

Staff has reviewed this policy and has identified the disproportionate occurrence of delinquency in non-owner occupied water accounts when compared to owner occupied accounts. Enactment of the requirement that establishes liability for water account delinquencies with the property owner of record will substantially reduce the level of delinquency while increasing the collections of any delinquent accounts. A conservative estimate puts savings of at least \$70,000 if the delinquency occurrence is reduced to a level commensurate with that of the owner occupied level. This requirement would not eliminate owners from allowing their tenants to place the water account in their name, rather should those accounts go delinquent they would be the liability of the property owner. This requirement is standard operating procedure in many other municipalities, in fact some municipalities require the account to be in the name of the property owner to which staff is not recommending at this time.

**FINANCIAL IMPACT:**

Enactment of the ordinance and requirement will have a positive financial impact of the City by increasing the amount recovered on delinquent accounts to a level proportionate with those of owner occupied conservatively estimated at \$70,000. However, staff believes this level would be greater than the \$70,000 in savings. An additional financial impact is expected to be a reduction in disconnections and associated costs.

**ALTERNATIVES:**

The alternative available to the City Council is to maintain the status quo thereby maintaining a disproportionate burden upon property owners and users of the water system to subsidize delinquencies occurred by non-owner occupied accounts.

**PROS & CONS:**

The pros associated with enacting this requirement are as follows:

1. Liability for delinquent water accounts will rest upon the property owner;
2. Reduced level of water account delinquency;
3. Increased level of delinquency recovery;
4. Substantial elimination of owner occupied accounts subsidizing non-owner occupied delinquencies; and
5. Less time and money required by the City to recover delinquencies.

There are no cons associated with enacting the requirement from the standpoint of the City.

**RECOMMENDATION:**

Staff recommends the City Council enact the ordinance placing the liability of delinquent water account costs with the property owner of record.

CONCLUSION:

Staff concludes that the City Council should enact the legislation placing the liability for delinquent water accounts onto the property owner of record. This legislative act will reduce the amount of water account delinquencies, increase the collections for delinquent accounts, and reduce the costs of service disconnections.

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

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE  
CITY OF COLLINSVILLE WITH REGARD TO THE OWNER AND SEVERAL  
LIABILITIES FOR UNPAID UTILITY ACCOUNTS**

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NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Collinsville, Illinois, as follows:

**Section 1:** Chapter 13.04 (Water Service System) of Title 13 (Public Service) of the Municipal Code of the City of Collinsville, Illinois, is hereby amended by the addition thereto of Section 13.04.055 to be entitled “Owner liability for utility services; joint and several liabilities”, and to be read in its entirety as follows:

- “Sec. 13.04.055. – Owner liability for utility services; joint and several liabilities.
- A. The owner of any lot, parcel of land or premises receiving any of the services of the utility systems of the City shall be held responsible for all charges unpaid by any utility service where the delinquent accounts are not paid by the owner.
  - B. The owner of any lot, parcel of land or premises receiving any of the services of the utility systems of the City, the occupant of such premises, and the user of the utility services, shall each be jointly and severally liable for the payment of utility services to such lot, parcel of land or premises. All utility services are rendered to the lot, parcel of land premises by the City only on the condition that such owner, occupant, and user shall be jointly and severally liable therefore to the City.”

**Section 2:** All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Ordinance are, to the extents of such conflict, hereby repealed.

**Section 3:** This Ordinance is effective upon its passage by the City Council and approval by the Mayor.

**Section 4:** If any of this Ordinance if sound to be unconstitutional, invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not effect the validity or effectiveness of the remaining provisions of this Ordinance or any part thereof

and said Ordinance shall be read as if said invalid provisions was struck there from and the context thereof changed accordingly with the remainder of the Chapter to be and remain in full force and effect.

Passed and approved this \_\_\_\_ day of \_\_\_\_, 2017

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

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

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

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

APPROVED: \_\_\_\_\_  
John Miller, Mayor

ATTEST: \_\_\_\_\_  
Kim Wasser, City Clerk

RECORDED: \_\_\_\_\_, 2017.

| WATER ACCOUNTS BY OWNER STATUS              |                |       |                    |       |                 |
|---|----------------|-------|--------------------|-------|-----------------|
|   | OWNER OCCUPIED |       | NON-OWNER OCCUPIED |       | TOTALS          |
|   | VALUE          | %     | VALUE              | %     |                 |
| TOTAL CLASSIFIED                            | 8,812          | 77.0% | 2,635              | 23.0% | 11,447          |
| SEPARATED BILLING AMOUNTS                   | \$9,273,782.06 | 77.0% | \$2,773,083.94     | 23.0% | \$12,046,866.00 |
| TOTAL DELINQUENT AMOUNTS                    | \$56,662.63    | 30.6% | \$128,376.10       | 69.4% | \$185,038.73    |
| TOTAL DEL AMOUNT RECOVERED CLOSED ACCTS     | \$7,936.71     | 18.0% | \$36,182.64        | 82.0% | \$44,119.35     |
| TOTAL LOSSES (DELINQUENT ACCT OVER 7 YEARS) | \$49,840.50    | 30.5% | \$113,386.56       | 69.5% | \$163,227.06    |
| DISCONNECTIONS IN 2016 DOLLARS              | \$109,595.78   | 49.6% | \$111,407.22       | 50.4% | \$221,003.00    |
| DISCONNECTIONS IN 2016 NUMBER OF SHUT OFFS  | 846            | 49.0% | 879                | 50.9% | 1,725           |

SUMMARY: When looking at water account by ownership status (the City allows the owner or tenant to establish the account in either parties name) several things can be concluded:

1. 23% of the accounts are classified as "non-owner occupied". This does not mean that fully 23% of all accounts are "Non-Owner Occupied" only that 23% of the accounts are not in the property owners name. There are a number of water accounts that are classified as "Non-Owner Occupied" that are in the owners name.
2. 69% of the delinquent water accounts are classified as "non-owner occupied"
3. 69.5% of "*losses*" in the amount of \$113,386.56 are classified as "non-owner occupied"
4. 50.4% of the disconnections are classified as "non-owner occupied"
5. 50.9% of the disconnections (shut offs) are classified as "non-owner occupied"

These facts indicate there is an issue with "non-owner occupied" water accounts. They are more likely to become delinquent and are problematic in the City's efforts to collect on the delinquency. Given this disproportionate issue (and consequential drain on City resources) the City will need to evaluate its requirements regulating water account ownership. Other communities have addressed this issue by making the property owner responsible for any delinquencies on water accounts while still allowing the flexibility to put the account in the tenants name. The real issue is the owner occupied water accounts subsidize the delinquencies associated with the non-owner occupied accounts, and this is patently unfair to all the water account customers.

*Thanks to Account Technician April Calandro for obtaining the data used in this study.*