

AGENDA
ST. CHARLES CITY COUNCIL MEETING
RAYMOND P. ROGINA, MAYOR

MONDAY, MARCH 4, 2019 – 7:00 P.M.
CITY COUNCIL CHAMBERS
2 E. MAIN STREET

- 1. Call to Order.**
- 2. Roll Call.**
- 3. Invocation.**
- 4. Pledge of Allegiance.**
- 5. Presentations**
 - Recognize Edgar Burgos of St. Charles East High School for 2019 IHSA Individual Boys Bowling State Championship.
- 6. Omnibus Vote. Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.**
- *7.** Motion to accept and place on file minutes of the regular City Council meeting held February 19, 2019.
- *8.** Motion to approve and authorize issuance of vouchers from the Expenditure Approval List for the period of 2/11/2019 - 2/24-2019 the amount of \$6,209,612.19.
- *9.** Motion to accept and place on file the Treasurer's Report for period(s) ending January 31, 2019.

I. New Business

- A.** Presentation of a Recommendation from Mayor Rogina to appoint Ryan Johnson to the Natural Resources Commission
- B.** Presentation of a Recommendation from Mayor Rogina to appoint Thomas Galante to the Natural Resources Commission
- C.** Recommendation to Amend Title 5 "Business Licenses and Regulations", Chapter 5.09 "Video Gaming", Section 5.09.030 "Annual Video Gaming License Required" and Section 5.09.060 "Annual License Fee; Proration" of the St. Charles Municipal Code.

- D. Recommendation to Approve the Purchase and Installation of Furniture, Finishes, and Equipment for the New Police Facility.
- E. Motion to approve a **Resolution** Authorizing Publication and Sale of the 2019 City of St. Charles Official Zoning Map

II. Committee Reports

A. Government Operations

- *1. Motion to approve a new E1 Temporary Liquor License for the St. Charles Breakfast Rotary Club annual Tri-City Craft Brew Festival to take place at Lincoln Park in St. Charles on June 8, 2019 from 12:00 pm to 5:00 pm.
- *2. Motion to approve and place on file minutes of the February 19, 2019 Government Operations Committee meeting.

B. Government Services

- *1. Motion to accept and place on file the Minutes of the October 22, 2018 Government Services Committee Meeting.
- *2. Motion to accept and place on file the Minutes of the November 26, 2018 Government Services Committee Meeting.
- *3. Motion to accept and place on file the Minutes of the January 28, 2019 Government Services Committee Meeting.
- *4. Motion to approve Street Closures for the Bike MS Event at the Kane County Fairgrounds.
- *5. Motion to approve Street and Parking Lot Closures and Amplification License for the Fine Arts Show.
- *6. Motion to approve the Use of City Plazas/Property and Amplification License for the STC Live and Jazz Weekend.
- *7. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to approve a Contract and Lease Agreement with A.I.D. (Association for Individual Development).
- *8. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to approve the Purchase and Project Implementation of Storage System Solutions for the New Police Department Facility.
- *9. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to approve School Resource Officer Agreement for School Year 2019-2020.

- *10. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to approve Notice of Award to Marc Kresmery Construction for the 7th and Division Lift Station Project.
- *11. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to approve Notice to Proceed and Contract Agreement to Marc Kresmery Construction for the 7th and Division Lift Station Project.
- *12. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to approve Remaining Construction Costs and Guaranteed Maximum Price Proposal (GMP) for the Police Station Project with Riley Construction.
- *13. Motion to approve placement of storm drain medallions on storm structures and/or curbs throughout the City.
- *14. Motion to approve 2018 Updates to the Urban Forestry Management Plan.
- *15. Motion to approve an **Ordinance** Amending Title 12 “Streets, Sidewalks, Public Places and Special Events,” Chapter 12.20 “Trees and Shrubs,” Section 12.20.030 “Tree Planting Requirements”.
- *16. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to apply to Kane County Riverboat Grant and that the City Administrator be authorized to execute all necessary documents for design of Phase 1 of the 7th Avenue Creek.
- *17. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to award Purchase Order for LED Cobrahead fixtures to Border States.
- *18. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to award Purchase Order for City Hall Substation 12kV Bus Improvements to Utility Design Services (UDS).
- *19. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to award Purchase Order for Landscape Design Improvements for Electric Services and Environmental Services to Hitchcock Design Group.
- *20. Motion to approve a **Resolution** Authorizing the Mayor and City Clerk of the City of St. Charles to award Purchase Order for Padmounted Capacitors to Wesco.

C. Planning and Development

- *1. Motion to accept and place on file minutes of the February 11, 2019 City Council Workshop for Review of the Economic Impact and Cost Benefit Analysis of the Fox River Corridor Master Plan- Draft Progress Report.

D. Executive Session

- Personnel –5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)

- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

9. Additional Items from Mayor, Council, Staff, or Citizens

10. Adjournment

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TDD), or via e-mail at jmcmahon@stcharlesil.gov. Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

**MINUTES FOR THE MEETING OF THE ST. CHARLES CITY COUNCIL
MONDAY FEBRUARY 19, 2019 – 7:00 P.M.**

**CITY COUNCIL CHAMBER, CITY OF ST. CHARLES
2 E. MAIN STREET, ST. CHARLES, IL 60174
CITY COUNCIL CHAMBERS**

1. **Call to Order** at 7pm by Mayor Rogina
2. **Roll Call**
Present –Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel, Vitek, Bessner, Lewis
Absent – Bancroft
3. **Invocation** by Ald. Payleitner
4. **Pledge of Allegiance** by Ald. Gaugel
5. **Presentations**
6. **Omnibus Vote. Items with an asterisk (*)** are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.
- *7. Motion Ald. Stellato and seconded by Ald. Silkaitis to accept and place on file minutes of the regular City Council meeting held February 4, 2019.

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

- *8. Motion Ald. Stellato and seconded by Ald. Silkaitis to approve and authorize issuance of vouchers from the Expenditure Approval List for the period of 1/28/2019 - 2/10-2019 in the amount of \$3,031,196.56.

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

I. New Business

- A. Presentation of a Recommendation from Mayor Rogina to appoint Suzanne Melton to the Plan Commission, motion to approve by Ald. Payleitner and seconded by Ald. Turner.

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

- B. Motion by Ald. Turner and seconded by Ald. Gaugel to Approve a Proposed Amendment for an additional day, Saturday, March 16, to an Approved E-2 Temporary Liquor License for a Special Event, "St. Patrick's on the Plaza," to be held on 1st Street Plaza.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: Stellato

MOTION CARRIED

II. Committee Reports

A. Government Operations

- *1. Motion Ald. Stellato and seconded by Ald. Silkaitis to approve and place on file minutes of the February 4, 2019 Government Operations Committee meeting.

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

B. Government Services

None

C. Planning and Development

- *1. Motion Ald. Stellato and seconded by Ald. Silkaitis to accept and place on file Historic Preservation Commission **Resolution No. 3-2019 A** Resolution Recommending Approval of A Façade Improvement Grant Application (100 S. Riverside Ave.)

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

- *2. Motion Ald. Stellato and seconded by Ald. Silkaitis to approve a **Resolution 2019-12** Authorizing the Mayor and City Council to Execute a Façade Improvement Agreement between the City of St. Charles and Conrad Hurst- STC Riverside, LLC (100 S. Riverside Ave.)

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

- *3. Motion Ald. Stellato and seconded by Ald. Silkaitis to approve a **Resolution 2019-13** Authorizing the Mayor and City Council to Execute a Commercial Corridor and Downtown Business Incentive Agreement between the City of St. Charles and Conrad Hurst- STC Riverside, LLC (100 S. Riverside Ave.)

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

- *4. Motion Ald. Stellato and seconded by Ald. Silkaitis to accept and place on file Historic Preservation Commission **Resolution No. 1-2019 A** Resolution Recommending Approval for Landmark Designation (201 Chestnut Ave. (William Balis).

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

- *5. Motion Ald. Stellato and seconded by Ald. Silkaitis to approve an **Ordinance 2019-Z-3** Designating Certain Property as a Historic Landmark (201 Chestnut Avenue- William Balis).

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

- *6. Motion Ald. Stellato and seconded by Ald. Silkaitis to approve an **Ordinance 2019-Z-4** Granting Approval of a Minor Change to PUD Preliminary Plan for First Street Building #3, 10 Illinois Street (Roof/awning over balcony)

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

- *7. Motion Ald. Stellato and seconded by Ald. Silkaitis to accept and place on file minutes of the February 11, 2019 Planning & Development Committee meeting.

ROLL CALL VOTE: AYE: Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel,
Vitek, Bessner, Lewis

NAY: NONE

ABSENT: Bancroft

ABSTAIN: NONE

MOTION CARRIED

D. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

9. Additional Items from Mayor, Council, Staff, or Citizens

- 10. Adjournment** motion by Ald. Gaugel and seconded by Ald. Lemke at 7:08pm
VOICE VOTE: AYE - UNANIMOUS ABSENT: Bancroft MOTION CARRIED

Charles Amenta, City Clerk

CERTIFIED TO BE A TRUE COPY OF ORIGINAL

Charles Amenta, City Clerk

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3/1/2019

**CITY OF ST CHARLES
COMPANY 1000
EXPENDITURE APPROVAL LIST**

2/11/2019 - 2/24/2019

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
112	ATHLETICO LTD		688.00	02/14/2019	9482	INV# 9482
	ATHLETICO LTD Total		<u>688.00</u>			
139	AFLAC		19.80	02/15/2019	ACAN190215144431FI	AFLAC Cancer Insurance
			38.58	02/15/2019	ACAN190215144431PI	AFLAC Cancer Insurance
			97.37	02/15/2019	ACAN190215144431PI	AFLAC Cancer Insurance
			25.20	02/15/2019	ADIS190215144431FD	AFLAC Disability and STD
			26.21	02/15/2019	ADIS190215144431FN	AFLAC Disability and STD
			92.20	02/15/2019	ADIS190215144431PD	AFLAC Disability and STD
			55.50	02/15/2019	APAC190215144431PI	AFLAC Personal Accident
			13.38	02/15/2019	APAC190215144431PI	AFLAC Personal Accident
			13.57	02/15/2019	ASPE190215144431FI	AFLAC Specified Event (PRP)
			17.04	02/15/2019	ASPE190215144431PI	AFLAC Specified Event (PRP)
			77.96	02/15/2019	AVOL190215144431PI	AFLAC Voluntary Indemnity
			63.94	02/15/2019	AVOL190215144431PI	AFLAC Voluntary Indemnity
			20.08	02/15/2019	ADIS190215144431PI	AFLAC Disability and STD
			8.10	02/15/2019	AHIC190215144431FD	AFLAC Hospital Intensive Care
			8.10	02/15/2019	AHIC190215144431PD	AFLAC Hospital Intensive Care
			33.84	02/15/2019	AHIC190215144431PI	AFLAC Hospital Intensive Care
			57.23	02/15/2019	APAC190215144431FI	AFLAC Personal Accident
			16.32	02/15/2019	APAC190215144431FI	AFLAC Personal Accident
	AFLAC Total		<u>684.42</u>			
145	AIR ONE EQUIPMENT INC					
		102690	207.00	02/14/2019	140090	VP FUELS/4-CYCLE FUELS
		102533	987.95	02/14/2019	140377	REFLECTIVE CONES
		102623	159.00	02/21/2019	140488	PEDAL CUTTER BLADE
	AIR ONE EQUIPMENT INC Total		<u>1,353.95</u>			
156	A L EQUIPMENT COMPANY INC					
		102666	7,736.00	02/14/2019	189540	4" SUBMERSIBLE CORD
	A L EQUIPMENT COMPANY INC Total		<u>7,736.00</u>			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
250	ARCHON CONSTRUCTION CO					
		102201	20,115.54	02/21/2019	18906F	SVC @ INDIANA/14TH ST
		102701	4,229.28	02/21/2019	190019F	SVC @ 14TH ST/VANDERBILT C
		102701	6,866.70	02/21/2019	19017F	SVC @ 520 S 12TH ST
	ARCHON CONSTRUCTION CO Total		31,211.52			
254	ARISTA INFORMATION SYSTEMS INC					
		97640	4,959.17	02/21/2019	1330201902	MONTHLY POSTAGE
		97640	1,878.33	02/21/2019	27005	MONTHLY PRINTING
	ARISTA INFORMATION SYSTEMS INC Total		6,837.50			
279	ATLAS CORP & NOTARY SUPPLY CO					
			22.90	02/21/2019	450990	M PHILLIPS
			22.90	02/21/2019	815667-23	T CONTI
	ATLAS CORP & NOTARY SUPPLY CO Total		45.80			
298	AWARDS CONCEPTS					
		97599	155.18	02/14/2019	I0515818	AWARDS KIM DIEHL
		97599	392.57	02/21/2019	I0516027	AWARDS MARTY SHEETS
	AWARDS CONCEPTS Total		547.75			
338	AIRGAS NORTH CENTRAL					
		102641	4.26	02/14/2019	9959216623	RENTAL CHRGS
	AIRGAS NORTH CENTRAL Total		4.26			
369	BLUE GOOSE SUPER MARKET INC					
		103007	201.00	02/21/2019	00813729	FRUIT OF THE MONTH WELLNE
	BLUE GOOSE SUPER MARKET INC Total		201.00			
382	BOUND TREE MEDICAL LLC					
		102879	168.17	02/14/2019	83096433	MISC SUPPLIES
		102880	88.49	02/14/2019	83096434	MISC SUPPLIES
	BOUND TREE MEDICAL LLC Total		256.66			
385	ELIOT BRADDY					
			165.00	02/14/2019	020419	BOOTS MEIJER 2-4-19
	ELIOT BRADDY Total		165.00			
393	BRICOR CONSULTING					
			2,400.00	02/14/2019	FY 2019	PER SIGNED AGREEMENT FY 2

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	BRICOR CONSULTING Total		<u>2,400.00</u>			
396	BROWNELLS INC	98960	1,265.16	02/21/2019	17055514.00	MISC UNIFORMS
	BROWNELLS INC Total		<u>1,265.16</u>			
430	CAMPTON CONSTRUCTION INC	97443	2,700.00	02/14/2019	5084	TREE REMOVAL @ RIVERS ED
	CAMPTON CONSTRUCTION INC Total		<u>2,700.00</u>			
464	TREDROC TIRE SERVICES CBA TIRE	102936	2,338.91	02/21/2019	7420025968	TIRES
	TREDROC TIRE SERVICES CBA TIRE Total		<u>2,338.91</u>			
473	AT&T MOBILITY		33.23	02/14/2019	287258511326X02012C	MONTHLY SVCS
	AT&T MOBILITY Total		<u>33.23</u>			
480	CERTIFIED AUTO REPAIR INC	97488	160.00	02/21/2019	167200	TOWING PD
	CERTIFIED AUTO REPAIR INC Total		<u>160.00</u>			
491	CHADS TOWING & RECOVERY INC	97489	100.00	02/14/2019	62772	TOWING - PD
		97489	145.00	02/14/2019	63235	TOWING - PD
	CHADS TOWING & RECOVERY INC Total		<u>245.00</u>			
517	CINTAS CORPORATION	97860	128.09	02/14/2019	344123308	UNIFORMS - FLEET
		97860	128.09	02/21/2019	344126612	UNIFORM SVC - FLEET
	CINTAS CORPORATION Total		<u>256.18</u>			
518	CLERK OF THE 18TH		150.00	02/21/2019	400769	BAIL BOND - T E HENNINGER
	CLERK OF THE 18TH Total		<u>150.00</u>			
564	COMCAST OF CHICAGO INC		66.49	02/14/2019	012519FD	MONTHLY SVCS
	COMCAST OF CHICAGO INC Total		<u>66.49</u>			
579	COMMUNICATIONS DIRECT INC					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		102713	4,798.23	02/14/2019	IN150908	INTERCOM SYSTEM
		102708	3,225.00	02/14/2019	IN150953	INVENTORY ITEMS
		102736	350.00	02/14/2019	SR115721	HEADSET RE-WIRE
		102727	320.00	02/14/2019	SR116270	SVC #1791
		102727	62.50	02/14/2019	SR116271	SVC #1961
	COMMUNICATIONS DIRECT INC Total		8,755.73			
622	ERIC CREIGHTON					
			324.50	02/21/2019	021419	LINK PER DIEM 2-25-19 TO 3/1
			186.26	02/21/2019	021419A	PARKING/TRANSPORTATION LI
	ERIC CREIGHTON Total		510.76			
634	CHARLES CRUMLETT					
			15.00	02/21/2019	030219	PER DIEM 3-2-19
	CHARLES CRUMLETT Total		15.00			
642	CUSTOM WELDING & FAB INC					
		102795	1,766.22	02/14/2019	190008	V#2174 RO#61917
	CUSTOM WELDING & FAB INC Total		1,766.22			
646	PADDOCK PUBLICATIONS INC					
			21.00	02/14/2019	546	BID NOTICE
			120.20	02/14/2019	547	PUBLIC HEARLING/BIDS
			84.00	02/14/2019	5719	BID NOTICES
	PADDOCK PUBLICATIONS INC Total		225.20			
697	DICK PONDS ATHLETICS					
			3,922.41	02/15/2019	1000071376	RUNNING SHOES - FD
	DICK PONDS ATHLETICS Total		3,922.41			
716	DIXON ENGINEERING INC					
		98821	268.54	02/21/2019	19-4975	INSPECTIONS - S99 45 14 02
	DIXON ENGINEERING INC Total		268.54			
722	DOJES INCORPORATED					
		102965	104.39	02/21/2019	21466	SUPPLIES - PD
	DOJES INCORPORATED Total		104.39			
725	DON MCCUE CHEVROLET					
		102802	135.00	02/14/2019	504926	FEE

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	DON MCCUE CHEVROLET Total		<u>135.00</u>			
735	MICHAEL DRAKE		1,772.24	02/14/2019	021219	LASERFICHE EMPOWER REIME
	MICHAEL DRAKE Total		<u>1,772.24</u>			
750	DUKANE CONTRACT SERVICES					
		97497	1,838.50	02/21/2019	127739	MONTHLY BILLING CENTURY S
		97497	4,707.25	02/21/2019	127740	MONTHLY BILLING CITY HALL
		97497	5,358.58	02/21/2019	127741	MONTHLY BILLING POLICE DEF
		97497	6,908.58	02/21/2019	127742	MONTHLY BILLING PW AND LAI
		97497	1,697.42	02/21/2019	127749	MONTHLY BILLING PARKING G
	DUKANE CONTRACT SERVICES Total		<u>20,510.33</u>			
767	EAGLE ENGRAVING INC					
		97730	17.60	02/21/2019	2019-697	FIRE DEPT UNIFORMS
		97477	133.90	02/21/2019	2019-775	BADGES - PD
	EAGLE ENGRAVING INC Total		<u>151.50</u>			
781	ELBURN RADIATOR REPAIR					
		102794	1,600.00	02/21/2019	14632	REPAIR TRUCK 101
	ELBURN RADIATOR REPAIR Total		<u>1,600.00</u>			
789	ANIXTER INC					
		102035	28,740.16	02/13/2019	4063742-02	INVENTORY ITEMS
		102035	138,728.75	02/14/2019	4063742-00	INVENTORY ITEMS
		102035	-138,728.75	02/14/2019	4063742-00	INVENTORY ITEMS
		102141	429.80	02/14/2019	4073069-01	INVENTORY ITEMS
		103004	4,560.00	02/15/2019	4150730-00	INVENTORY ITEMS
		103062	8,877.00	02/15/2019	4155792-00	INVENTORY ITEMS
		102035	27,704.28	02/19/2019	4063742-03	INVENTORY ITEMS
	ANIXTER INC Total		<u>70,311.24</u>			
815	ENGINEERING ENTERPRISES INC					
		98199	7,015.75	02/14/2019	65930	E INTERCEPTOR ANALYSIS
		99966	8,737.80	02/14/2019	65931	WOR WEST PHASE 2
	ENGINEERING ENTERPRISES INC Total		<u>15,753.55</u>			
859	FEECE OIL CO					
		102945	472.40	02/14/2019	3598925	OFF ROAD DIESEL
		102962	15,503.92	02/21/2019	3599142	INVENTORY ITEMS

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	FEECE OIL CO Total		<u>15,976.32</u>			
870	FIRE PENSION FUND					
			401.35	02/15/2019	FP1%190215144431FI	Fire Pension 1% Fee
			3,149.90	02/15/2019	FRP2190215144431FC	Fire Pension Tier 2
			13,907.77	02/15/2019	FRPN190215144431FI	Fire Pension
	FIRE PENSION FUND Total		<u>17,459.02</u>			
891	FLEET SAFETY SUPPLY					
		102733	317.59	02/14/2019	71875	MOUNTING PLATFORM
	FLEET SAFETY SUPPLY Total		<u>317.59</u>			
906	FORESTRY SUPPLIERS INC					
		102867	866.78	02/14/2019	468997-00	LOCATER
	FORESTRY SUPPLIERS INC Total		<u>866.78</u>			
916	FOX VALLEY FIRE & SAFETY INC					
		102554	74.25	02/14/2019	IN002355775	RECHARGE @ FS#1
	FOX VALLEY FIRE & SAFETY INC Total		<u>74.25</u>			
935	DOWNTOWN ST CHARLES					
			5,737.41	02/21/2019	021919	HOLIDAY MEDIA BLITZ 50/50
			22,272.73	02/21/2019	FY 2019A	FY 2019 AGREEMENT ON FILE
	DOWNTOWN ST CHARLES Total		<u>28,010.14</u>			
989	GORDON FLESCH CO INC					
			825.23	02/21/2019	IN12506611	MONTHLY BILLING 2/1/19-2/28/1
			408.68	02/21/2019	IN12508136	SVC 12-30 THRU 1-30-19
	GORDON FLESCH CO INC Total		<u>1,233.91</u>			
1016	KATHLEEN M GROVE PC					
			838.20	02/21/2019	11052	BACK UP IN HR
	KATHLEEN M GROVE PC Total		<u>838.20</u>			
1036	HARRIS BANK NA					
			1,444.00	02/15/2019	UNF 190215144431FD	Union Dues - IAFF
	HARRIS BANK NA Total		<u>1,444.00</u>			
1117	JOHN HUVER					
			165.00	02/14/2019	021019	BOOTS - BLAIN'S 2-10-19

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	JOHN HUVER Total		<u>165.00</u>			
1133	IBEW LOCAL 196					
			141.50	02/15/2019	UNE 190215144431PV	Union Due - IBEW
			594.63	02/15/2019	UNEW190215144431P	Union Due - IBEW - percent
	IBEW LOCAL 196 Total		<u>736.13</u>			
1136	ICMA RETIREMENT CORP					
			50.00	02/15/2019	RTHA190215144431FI	Roth 457 - Dollar Amount
			35.00	02/15/2019	RTHA190215144431HI	Roth 457 - Dollar Amount
			530.00	02/15/2019	RTHA190215144431PI	Roth 457 - Dollar Amount
			60.00	02/15/2019	RTHA190215144431PV	Roth 457 - Dollar Amount
			217.38	02/15/2019	RTHP190215144431FI	Roth 457 - Percent
			740.34	02/15/2019	RTHP190215144431PI	Roth 457 - Percent
			100.00	02/15/2019	ROTH190215144431FI	Roth IRA Deduction
			311.50	02/15/2019	ROTH190215144431HI	Roth IRA Deduction
			266.50	02/15/2019	ROTH190215144431IS	Roth IRA Deduction
			1,470.76	02/15/2019	ROTH190215144431PI	Roth IRA Deduction
			365.00	02/15/2019	ROTH190215144431PV	Roth IRA Deduction
			10.00	02/15/2019	RTHA190215144431CI	Roth 457 - Dollar Amount
			839.00	02/15/2019	ICMP190215144431FN	ICMA Deductions - Percent
			184.90	02/15/2019	ICMP190215144431IS	ICMA Deductions - Percent
			2,014.96	02/15/2019	ICMP190215144431PC	ICMA Deductions - Percent
			1,550.65	02/15/2019	ICMP190215144431PV	ICMA Deductions - Percent
			195.00	02/15/2019	ROTH190215144431CI	Roth IRA Deduction
			25.00	02/15/2019	ROTH190215144431FI	Roth IRA Deduction
			1,000.00	02/15/2019	ICMA190215144431IS	ICMA Deductions - Dollar Amt
			7,935.15	02/15/2019	ICMA190215144431PC	ICMA Deductions - Dollar Amt
			5,918.77	02/15/2019	ICMA190215144431PV	ICMA Deductions - Dollar Amt
			40.50	02/15/2019	ICMP190215144431CA	ICMA Deductions - Percent
			183.65	02/15/2019	ICMP190215144431CC	ICMA Deductions - Percent
			3,108.93	02/15/2019	ICMP190215144431FD	ICMA Deductions - Percent
			800.56	02/15/2019	E401190215144431PV	401A Savings Plan Employee
			300.00	02/15/2019	ICMA190215144431CA	ICMA Deductions - Dollar Amt
			20,648.04	02/15/2019	ICMA190215144431CC	ICMA Deductions - Dollar Amt
			2,530.77	02/15/2019	ICMA190215144431FD	ICMA Deductions - Dollar Amt
			1,080.00	02/15/2019	ICMA190215144431FN	ICMA Deductions - Dollar Amt
			1,220.77	02/15/2019	ICMA190215144431HF	ICMA Deductions - Dollar Amt
			420.37	02/15/2019	E401190215144431CD	401A Savings Plan Employee

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			459.97	02/15/2019	E401190215144431FD	401A Savings Plan Employee
			532.87	02/15/2019	E401190215144431FN	401A Savings Plan Employee
			243.40	02/15/2019	E401190215144431HR	401A Savings Plan Employee
			341.67	02/15/2019	E401190215144431IS	401A Savings Plan Employee
			773.05	02/15/2019	E401190215144431PD	401A Savings Plan Employee
			532.88	02/15/2019	C401190215144431FN	401A Savings Plan Company
			243.40	02/15/2019	C401190215144431HR	401A Savings Plan Company
			341.67	02/15/2019	C401190215144431IS	401A Savings Plan Company
			774.25	02/15/2019	C401190215144431PD	401A Savings Plan Company
			800.56	02/15/2019	C401190215144431PV	401A Savings Plan Company
			210.93	02/15/2019	E401190215144431CA	401A Savings Plan Employee
			425.47	02/15/2019	021519	PLAN 109830 ICMA
			226.55	02/15/2019	C401190215144431CA	401A Savings Plan Company
			403.54	02/15/2019	C401190215144431CD	401A Savings Plan Company
			459.97	02/15/2019	C401190215144431FD	401A Savings Plan Company
	ICMA RETIREMENT CORP Total		60,923.68			
1160	ILLINOIS WORKERS COMPENSATION					
			5,390.87	02/21/2019	123118	RATE ADJ JUL THRU DEC 2018
	ILLINOIS WORKERS COMPENSATION Total		5,390.87			
1165	IL DIVISION IAI					
			50.00	02/21/2019	022019D-W	MBRSHP = DONY/WOJCIK
	IL DIVISION IAI Total		50.00			
1168	IL FIRE INSPECTORS ASSOC					
		102561	350.00	02/21/2019	20459	MEGAN FUNK APR 22-30
		102175	350.00	02/21/2019	20458	BRANDON PAUS APRIL 22-30
	IL FIRE INSPECTORS ASSOC Total		700.00			
1171	ILLINOIS STATE POLICE					
			27.00	02/14/2019	06367-0119	LIQ LIC - COST CNTR 06367
	ILLINOIS STATE POLICE Total		27.00			
1193	ILLINOIS DEPT OF					
			2,347.00	02/21/2019	691000712	UNEMPLOYMENT
	ILLINOIS DEPT OF Total		2,347.00			
1197	ILLINOIS FIRE SERVICE ADM PROF					
			165.00	02/21/2019	051519	MBRSHP ADMIN FD

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	ILLINOIS FIRE SERVICE ADM PROF Total		<u>165.00</u>			
1215	ILLINOIS MUNICIPAL UTILITIES		3,284,532.89	02/11/2019	021119	IMEA JAN 2019 ELEC BILL
	ILLINOIS MUNICIPAL UTILITIES Total		<u>3,284,532.89</u>			
1216	INDUSTRIAL SYSTEMS LTD	102851	7,875.00	02/14/2019	21750	INVENTORY ITEMS
	INDUSTRIAL SYSTEMS LTD Total		<u>7,875.00</u>			
1225	INSIGHT PUBLIC SECTOR	102916	74.90	02/21/2019	1100644990	CYAN TONER
	INSIGHT PUBLIC SECTOR Total		<u>74.90</u>			
1240	INTERSTATE BATTERY SYSTEM OF	102875	307.90	02/14/2019	60351039	INVENTORY ITEMS
	INTERSTATE BATTERY SYSTEM OF Total		<u>307.90</u>			
1286	JG UNIFORMS INC	97493	155.00	02/14/2019	49329	VEST COVER - PD
	JG UNIFORMS INC Total		<u>155.00</u>			
1313	KANE COUNTY RECORDERS OFFICE		52.00	02/14/2019	325870	2019K005791
	KANE COUNTY RECORDERS OFFICE Total		<u>52.00</u>			
1316	KANE COUNTY CHIEF OF POLICE		280.00	02/14/2019	022719	OFFICER OF THE YEAR MTG/BI
	KANE COUNTY CHIEF OF POLICE Total		<u>280.00</u>			
1324	KANE MCKENNA & ASSOCIATES	102454	-1,954.17	02/21/2019	15910-ADJ	CREDIT FOR PO CORRECTION
			2,425.00	02/21/2019	16097	TIF AND BD BILLING TO 1/31/19
	KANE MCKENNA & ASSOCIATES Total		<u>470.83</u>			
1325	KANE COUNTY CLERK		11.00	02/14/2019	37025-23	NOTARY - K SCHULT
			11.00	02/14/2019	37027-23	NOTARY - R SULLIVAN
	KANE COUNTY CLERK Total		<u>22.00</u>			
1327	KANE COUNTY FAIR					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			382.13	02/14/2019	FY 2019	MANION PROPERTY DEBT PAY
	KANE COUNTY FAIR Total		382.13			
1353	SUSAN KEMPH		219.92	02/14/2019	021119	PETTY CASH
	SUSAN KEMPH Total		219.92			
1365	KYLE KIM		74.34	02/21/2019	020619	JEANS A-M 2-16-19
	KYLE KIM Total		74.34			
1387	KONICA MINOLTA BUS SOLUTIONS		694.08	02/14/2019	9008349949	SVC 12-24 THRU 1-23-19
	KONICA MINOLTA BUS SOLUTIONS Total		694.08			
1391	NICOLE A KOZIOL		1,056.00	02/14/2019	1583	ARBITRATION
	NICOLE A KOZIOL Total		1,056.00			
1396	CORY KRUPKE		16.00	02/21/2019	030519	PER DIEM 3-5 THRU 3-6-19
	CORY KRUPKE Total		16.00			
1403	WEST VALLEY GRAPHICS & PRINT					
		102890	68.50	02/14/2019	17909	BSNSS CRDS=C GOTTLIEB
		102908	68.50	02/21/2019	17914	M MOREIRA BSNS CARDS
	WEST VALLEY GRAPHICS & PRINT Total		137.00			
1428	LATITUDE GEOGRAPHICS GROUP LTD					
		102869	6,500.00	02/14/2019	INV0010730	GEOCORTEX MAINT
	LATITUDE GEOGRAPHICS GROUP LTD Total		6,500.00			
1450	LEE JENSEN SALES CO INC					
		102822	485.00	02/21/2019	186424	CORE BIT
	LEE JENSEN SALES CO INC Total		485.00			
1463	LINA					
		97619	9,270.34	02/14/2019	022819	SVCS FEB 2019
	LINA Total		9,270.34			
1489	LOWES					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		97727	32.76	02/14/2019	02272/01-29-19	MISC SUPPLIES- WATER DEPT
		97592	60.86	02/14/2019	02562/01-23-19	DRILL/SCREWDRIVER
		97941	307.09	02/14/2019	02584/01-23-19	HUMIDIFIER/BUCKET
		97533	160.48	02/14/2019	02703/01-24-19	SUPPLIES - ES
		97727	25.56	02/14/2019	02754/01-24-19	TAPE/ELBOWS
		97596	69.90	02/14/2019	11514/01-25-19	SPAIR/TERMINALS
		97941	33.72	02/21/2019	02989/02-05-19	MISC SUPPLIES
		102949	256.57	02/21/2019	10399/020519	ELECTRIC METER SUPPLIES
		102978	163.17	02/21/2019	10400/02-05-19	ELECTRIC METER SUPPLIES
		97478	287.76	02/21/2019	14320/01-31-19	SUPPLIES - PD
		102934	17.00	02/21/2019	977793	INVENTORY ITEMS
		102972	435.59	02/21/2019	978767	INVENTORY ITEMS
		97532	30.77	02/21/2019	02389/01-31-19	MISC SUPPLIES - PS
		97532	393.99	02/21/2019	02432/01-31-19	MISC SUPPLIES - PS
		102949	64.30	02/21/2019	02814/02-04-19	ELECTRIC METER SUPPLIES
		97532	62.52	02/21/2019	02925/02-05-19	MISC SUPPLIES
		97727	79.42	02/21/2019	02955/02-05-19	MISC SUPPLIES- WATER DEPT
			-141.55	02/14/2019	15360	CRED INV#15361/02-07-19
			141.55	02/14/2019	15361/02-07-19	RETURN ITEMS
		97727	105.23	02/14/2019	902087	CABINET/RATCHET
		102852	61.32	02/14/2019	976648	TRUFUEL
		102892	84.65	02/14/2019	977345	WATER DISPENSER
	LOWES Total		2,732.66			
1582	MCMASTER CARR SUPPLY CO					
		103011	106.02	02/14/2019	85869877	INVENTORY ITEMS
		103077	379.40	02/21/2019	86381190	BREATHET VENT
		103122	51.26	02/21/2019	86875395	INVENTORY ITEMS
	MCMASTER CARR SUPPLY CO Total		536.68			
1585	MEADE ELECTRIC COMPANY INC					
		97470	1,368.63	02/21/2019	686275	MONTHLY BILLING
	MEADE ELECTRIC COMPANY INC Total		1,368.63			
1613	METROPOLITAN ALLIANCE OF POL					
			893.00	02/15/2019	UNP 190215144431PD	Union Dues - IMAP
			108.00	02/15/2019	UNPS190215144431PI	Union Dues-Police Sergeants
	METROPOLITAN ALLIANCE OF POL Total		1,001.00			
1633	MIDWEST ENVIRONMENTAL SVCS INC					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		102877	330.00	02/14/2019	19-054	MOLD SAMPLING
	MIDWEST ENVIRONMENTAL SVCS INC Total		330.00			
1643	MILSOFT UTILITY SOLUTIONS INC					
		97457	724.00	02/21/2019	20190781	HOST OCM CALLS - IN/OUT
	MILSOFT UTILITY SOLUTIONS INC Total		724.00			
1655	MONROE TRUCK EQUIPMENT					
		102834	866.56	02/14/2019	5395042	GUARD CURB WRAP AROUND
		102883	1,247.76	02/14/2019	5395253	CYLINDER
		102952	60.56	02/21/2019	5396048	VALVE
	MONROE TRUCK EQUIPMENT Total		2,174.88			
1686	NAPA AUTO PARTS					
		102569	8.52	02/14/2019	2285-608719	MAC DRY GRAPHITE LUB
		102569	93.68	02/14/2019	2285-608766	MAC DRY GRAPHITE LUB
	NAPA AUTO PARTS Total		102.20			
1704	NCPERS IL IMRF					
			8.00	02/15/2019	NCP2190215144431F	NCPERS 2
			16.00	02/15/2019	NCP2190215144431P	NCPERS 2
	NCPERS IL IMRF Total		24.00			
1745	NICOR					
			301.80	02/21/2019	0000 6 JAN 30 2019	SVC 12-31 THRU 1-29-19
			545.60	02/21/2019	0000 7 JAN 28 2019	12-27 THRU 1-25-19
			34.10	02/21/2019	0847 6 FEB 1 2019	SVC 12-31 THRU 1-29-19
			136.91	02/21/2019	1000 0 DU FEB 1 2019	SVC 12-31 THRU 1-30-19
			99.03	02/21/2019	1000 0 JAN 28 2019	12-27 THRU 1-25-19
			9,951.08	02/21/2019	8317 9 JAN 31 2019	SVC 12-21 THRU 1-23-19
			102.49	02/21/2019	8642 6 JAN 30 2019	SVC 12-31 THRU 1-29-19
			29.24	02/21/2019	1584 1 FEB 1 2019	SVC 1-3 THRU 2-1-19
			31.80	02/21/2019	1968 1 JAN 28 2019	12-27 THRU 1-25-19
			435.11	02/21/2019	2485 8 FEB 4 2019	SVC 1-3 THRU 2-1-19
			32.37	02/21/2019	4606 2 JAN 30 2019	SVC 12-31 THRU 1-29-19
			34.09	02/21/2019	4625 3 JAN 29 2019	SVC 12-27 THRU 1-26-19
			31.80	02/21/2019	5425 2 JAN 28 2019	12-27 THRU 1-25-19
			1,390.98	02/21/2019	1000 7 PR FEB 4 2019	SVC 1-3 THRU 2-1-19
			85.90	02/21/2019	1000 8 JAN 8 2019	SVC 12-27 THRU 1-25-19
			99.04	02/21/2019	1000 8 KG JAN 30 201	SVC 12-31 THRU 1-29-19

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			85.90	02/21/2019	1000 9 JAN 28 2019	12-27 THRU 1-25-19
			33.10	02/21/2019	1000 9 WR JAN 30 201	SVC 12-28 THRU 01-29-19
			90.25	02/21/2019	1000 9-12 JAN 28 2019	12-26 THRU 1-24-19
			163.15	02/21/2019	1000 1 FEB 5 2019	SVC 1-3 THRU 2-3-19
			356.52	02/21/2019	1000 1 RA JAN 28 2019	12-27 THRU 1-25-19
			33.29	02/21/2019	1000 3 JAN 29 2019	SVC 12-28 THRU 1-28-19
			342.38	02/21/2019	1000 4 JAN 28 2019	12-27 THRU 1-25-19
			424.57	02/21/2019	1000 6 JAN 29 2019	SVC 12-27 THRU 1-24-19
			67.46	02/21/2019	1000 6 MA FEB 4 2019	SVC 1-3 THRU 2-1-19
	NICOR Total		14,937.96			
1747	COMPASS MINERALS AMERICA INC					
		80	4,828.34	02/14/2019	389197	ROAD SALT
		80	2,849.82	02/14/2019	389208	ROAD SALT
		80	8,828.16	02/14/2019	390437	ROAD SALT
		80	4,088.52	02/14/2019	392119	ROAD SALT
		80	10,069.37	02/14/2019	392123	SALT DELIVERY
		80	6,695.51	02/21/2019	394166	THAWROX TREATED SALT
	COMPASS MINERALS AMERICA INC Total		37,359.72			
1756	NORTH CENTRAL LABORATORIES					
			-184.71	02/21/2019	0443CM	CREDITS INV 416448 12/12/18
		97496	71.07	02/21/2019	412633	SUPPLIES LAB
		102842	583.42	02/21/2019	418436	INVENTORY ITEMS
		102785	746.17	02/21/2019	418652	CHEMICALS LAB
	NORTH CENTRAL LABORATORIES Total		1,215.95			
1769	OEI PRODUCTS INC					
		102973	419.00	02/21/2019	6324	INVENTORY ITEMS
	OEI PRODUCTS INC Total		419.00			
1772	OHALLORAN KOSOFF GEITNER &					
			24,519.60	02/21/2019	657195	RE: MURPHY CLAIM
	OHALLORAN KOSOFF GEITNER & Total		24,519.60			
1775	RAY O'HERRON CO					
		97494	5,840.49	02/21/2019	01-60174PD-0119	UNIFORMS - PD JAN 2019
	RAY O'HERRON CO Total		5,840.49			
1782	ONLINE RESOURCES CORP					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			102.55	02/14/2019	2329862365	UNABLE TO LOCATE ACCT
	ONLINE RESOURCES CORP Total		102.55			
1822	PDC LABORATORIES INC					
		97888	40.00	02/21/2019	I9354787	QC PROGRAM
	PDC LABORATORIES INC Total		40.00			
1850	PICTOMETRY INTERNATIONAL CORP					
		102998	2,200.00	02/21/2019	US417531	PICTOMETRY CONNECT
	PICTOMETRY INTERNATIONAL CORP Total		2,200.00			
1861	POLICE PENSION FUND					
			6,865.62	02/15/2019	PLP2190215144431PD	Police Pension Tier 2
			14,403.33	02/15/2019	PLPN190215144431PL	Police Pension
			782.90	02/15/2019	PLPR190215144431PL	Police Pens Service Buyback
	POLICE PENSION FUND Total		22,051.85			
1883	POWER EQUIPMENT LEASING					
		102182	3,800.00	02/21/2019	26445-03	BUCKET TRUCK RENTAL
	POWER EQUIPMENT LEASING Total		3,800.00			
1890	LEGAL SHIELD					
			7.36	02/15/2019	PPLS190215144431FL	Pre-Paid Legal Services
			8.75	02/15/2019	PPLS190215144431FN	Pre-Paid Legal Services
			124.60	02/15/2019	PPLS190215144431PL	Pre-Paid Legal Services
	LEGAL SHIELD Total		140.71			
1898	PRIORITY PRODUCTS INC					
		97977	227.18	02/14/2019	932374	STARTER/FUSE
		102801	37.17	02/14/2019	932628	INVENTORY ITEMS
		102886	281.88	02/21/2019	932903	HAMMERLOK ASSEMBLY
		97977	343.43	02/21/2019	932930	MISC SUPPLIES FLEET DEPT
		97977	53.00	02/21/2019	932985	HEX NUTS
	PRIORITY PRODUCTS INC Total		942.66			
1900	PROVIDENT LIFE & ACCIDENT					
			26.76	02/15/2019	POPT190215144431FL	Provident Optional Life
	PROVIDENT LIFE & ACCIDENT Total		26.76			
1925	QUALITY FASTENERS INC					
		102333	363.34	02/21/2019	19639	INVENTORY ITEMS

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	QUALITY FASTENERS INC Total		<u>363.34</u>			
1946	RANDALL PRESSURE SYSTEMS INC					
		97553	175.00	02/14/2019	I-23782-0	LABOR REPAIRS
		102782	64.58	02/14/2019	I-23996-1	PLUG
		102841	12.40	02/14/2019	I-24122-0	MISC PARTS
		102843	6.50	02/14/2019	I-24123-0	MISC SUPPLIES
		102728	227.20	02/14/2019	I-24177-0	CAM & GROOVE ALUMINUM
		102888	8.88	02/14/2019	I-24201-0	FITTING
		102958	80.70	02/21/2019	I-24296-0	HYD HOSE
	RANDALL PRESSURE SYSTEMS INC Total		<u>575.26</u>			
1953	FORT DEARBORN ENTERPRISES					
		102592	39.16	02/14/2019	97616	INVENTORY ITEMS
	FORT DEARBORN ENTERPRISES Total		<u>39.16</u>			
1998	RURAL ELECTRIC SUPPLY CO OP					
		103006	1,101.65	02/14/2019	740916-00	INVENTORY ITEMS
	RURAL ELECTRIC SUPPLY CO OP Total		<u>1,101.65</u>			
2031	RAYMOND ROGINA					
			44.77	02/21/2019	020819	BREAKFAST W/VITEK/PAYTON
	RAYMOND ROGINA Total		<u>44.77</u>			
2032	POMPS TIRE SERVICE INC					
		102882	1,526.00	02/14/2019	640067861	INVENTORY ITEMS
		97861	33.00	02/14/2019	640067862	SCRAP METAL
		97861	3.00	02/14/2019	640067938	DISPOSAL FEES
	POMPS TIRE SERVICE INC Total		<u>1,562.00</u>			
2055	SAFETY-KLEEN					
		103009	100.00	02/21/2019	78858614	DISPOSAL FEES
	SAFETY-KLEEN Total		<u>100.00</u>			
2079	SCHROEDER CRANE RENTAL					
		102905	1,920.00	02/14/2019	3811	CRANE RENT 1-23 & 1-24-19
	SCHROEDER CRANE RENTAL Total		<u>1,920.00</u>			
2091	SCHOLLMAYER LANDSCAPING INC					
		101992	2,910.00	02/14/2019	11637	SNOW PLOW 1-22 & 1-23
		101992	4,200.00	02/14/2019	11645	SNOW PLOW 1-26 & 1-28-19

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	SCHOLLMAYER LANDSCAPING INC Total		<u>7,110.00</u>			
2126	SEWER EQUIPMENT CO OF AMERICA	102887	320.31	02/14/2019	0000170330	LEADER HOSE
	SEWER EQUIPMENT CO OF AMERICA Total		<u>320.31</u>			
2129	THOMAS SHAW		5,941.91	02/21/2019	021919	INS PRM 1-16-18 THRU 2-1-19
	THOMAS SHAW Total		<u>5,941.91</u>			
2137	SHERWIN WILLIAMS	97701	550.85	02/14/2019	4573-0	PAINT SUPPLIES
		97701	17.26	02/21/2019	3709-7	PAINTING SUPPLIES
	SHERWIN WILLIAMS Total		<u>568.11</u>			
2163	SKYLINE TREE SERVICE &	101993	3,276.00	02/14/2019	5149	SNOW EVENT 1/23/19
		101993	4,498.00	02/14/2019	5155	SNOW PLOW 1-26 & 1-28-19
		101993	1,742.00	02/21/2019	5207	SNOW PLOW 2-1-19
	SKYLINE TREE SERVICE & Total		<u>9,516.00</u>			
2169	CLARK BAIRD SMITH LLP		22,790.93	02/21/2019	10844	SVCS JAN 2019
	CLARK BAIRD SMITH LLP Total		<u>22,790.93</u>			
2235	STEINER ELECTRIC COMPANY	102688	960.60	02/14/2019	S006249177.001	INVENTORY ITEMS
		102688	480.30	02/14/2019	S006249177.002	INVENTORY ITEMS
		102878	370.00	02/14/2019	S00626737.001	INVENTORY ITEMS
		102821	1,654.75	02/21/2019	S006257868.001	LIGHTING CONTACTOR
		97595	106.36	02/21/2019	S006265765.001	WHT SLF LAM LABEL
	STEINER ELECTRIC COMPANY Total		<u>3,572.01</u>			
2238	STEPHEN A LASER ASSOCIATES		550.00	02/21/2019	2006644	ASSESSMENT MARIO GARZA
	STEPHEN A LASER ASSOCIATES Total		<u>550.00</u>			
2248	STORINO RAMELLO & DURKIN		150.00	02/21/2019	77203	ARCADA
		96853	1,687.50	02/21/2019	77204	FIRST ST LOT 8

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	STORINO RAMELLO & DURKIN Total		<u>1,837.50</u>			
2258	SUBURBAN BUILDING OFFICIALS		625.00	02/21/2019	030119	TRAINING 3-1-19 FIVE EMPLOY
	SUBURBAN BUILDING OFFICIALS Total		<u>625.00</u>			
2259	SUBURBAN ACCENTS INC					
		97483	175.00	02/14/2019	27626	GRAPHICS SUV 29 AND 28
		97483	100.00	02/21/2019	27650	REMOVE AND REPLACE 25 & 3:
	SUBURBAN ACCENTS INC Total		<u>275.00</u>			
2300	TEMCO MACHINERY INC					
		102840	94.71	02/14/2019	AG67770	VALVES
		102840	108.97	02/14/2019	AG67786	VALVES
		98097	641.60	02/21/2019	AG67608	MISC SUPPLIES
		98097	12.29	02/21/2019	AG67842	SCR SHD SOC/NUT
	TEMCO MACHINERY INC Total		<u>857.57</u>			
2301	GENERAL CHAUFFERS SALES DRIVER					
			160.50	02/15/2019	UNT 190215144431CD	Union Dues - Teamsters
			2,304.00	02/15/2019	UNT 190215144431PV	Union Dues - Teamsters
	GENERAL CHAUFFERS SALES DRIVER Total		<u>2,464.50</u>			
2316	APC STORE					
		102866	35.34	02/14/2019	478-150937	VEH 1815 RO 61950
		102849	225.50	02/14/2019	478-482767	RO#61944
		102911	7.73	02/14/2019	478-483164	RO#61986
		102988	251.04	02/14/2019	478-483685	INVENTORY ITEMS
		103003	38.66	02/14/2019	478-483780	INVENTORY ITEMS
		103010	5.81	02/14/2019	478-483805	ATTACHMENT TAPE
		102991	9.10	02/21/2019	478-483670	V#1998 RO#62019
		103044	184.93	02/21/2019	478-483950	RO 62058 PARTS
		103076	52.70	02/21/2019	478-484093	RO 62056 VEH 3099
		102588	37.60	02/21/2019	478-484524	INVENTORY ITEMS
		103180	7.63	02/21/2019	478-484756	GAS CAP
	APC STORE Total		<u>856.04</u>			
2329	DAVID TODD					
			319.92	02/21/2019	0021019	JEANS - KOHLS 2-10-19
	DAVID TODD Total		<u>319.92</u>			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
2363	TROTTER & ASSOCIATES INC	99814	1,164.00	02/21/2019	15329	7TH/DIVISION LS
	TROTTER & ASSOCIATES INC Total		1,164.00			
2373	TYLER MEDICAL SERVICES	97607	275.00	02/14/2019	403977	MONTHLY RANDOMS
		97608	650.00	02/14/2019	404018	ONSITE SERVICES
		102612	720.00	02/14/2019	404064-133-209	IN#'S 404064,404133,404209
		102612	1,887.00	02/21/2019	103247	PFT'S 12-31-18
		102167	110.00	02/21/2019	404444	HEALTH FAIR PACKAGE
		102612	44.00	02/21/2019	404489	PFT'S 2-13-19
		102612	1,491.00	02/21/2019	404518	PFT ONSITE
	TYLER MEDICAL SERVICES Total		5,177.00			
2381	UNEEDASIGN	102939	45.00	02/21/2019	8412616	FS#1 SIGN
	UNEEDASIGN Total		45.00			
2401	UNIVERSAL UTILITY SUPPLY INC	102730	588.00	02/14/2019	3028393	INVENTORY ITEMS
	UNIVERSAL UTILITY SUPPLY INC Total		588.00			
2403	UNITED PARCEL SERVICE		30.55	02/21/2019	0000650961069	SHIPPING
	UNITED PARCEL SERVICE Total		30.55			
2404	HD SUPPLY FACILITIES MAINT LTD	102982	93.91	02/21/2019	804221	ROCHELLE SALT SOLUTION
	HD SUPPLY FACILITIES MAINT LTD Total		93.91			
2410	VALLEY LOCK CO	98145	566.08	02/14/2019	64376	LOCK/KEYS
		98145	285.25	02/21/2019	64393	LOCK - RE-KEY = PS
	VALLEY LOCK CO Total		851.33			
2429	VERIZON WIRELESS		1,339.19	02/14/2019	9822939642	SVC 12-24 THRU 1-23-19
	VERIZON WIRELESS Total		1,339.19			
2464	THE WALL STREET JOURNAL		233.94	02/21/2019	020119RT	1 YR SUBSCRIPTION RITA TUN

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	THE WALL STREET JOURNAL Total		<u>233.94</u>			
2470	WAREHOUSE DIRECT					
		97472	21.78	02/14/2019	4170090-1	OFFICE SUPPLIES PUBLIC WO
		97610	61.88	02/14/2019	4170172-0	STAMP - HR
		102839	25.24	02/14/2019	4170849-0	FOLDERS FOR INVENTORY CO
		97939	202.18	02/14/2019	4171677-0	OFFICE SUPPLIES ELEC/ENGIN
		97521	40.32	02/14/2019	4173426-0	OFFICE SUPPLIES - FINANCE
		97486	24.83	02/14/2019	4177156-0	OFFICE SUPPLIES POLICE DEF
		97472	26.35	02/21/2019	4178796-0	OFFICE SUPPLIES - PW
		98044	85.94	02/21/2019	4179651-0	OFFICE SUPPLIES - CH
		98033	25.65	02/21/2019	4181111-0	OFFICE SUPPLIES
		97486	138.55	02/21/2019	4182418-0	OFFICE SUPPLIES POLICE DEF
			-1.29	02/21/2019	C4194932-0	REFILL RETURN
		97481	9.44	02/14/2019	4177258-0	OFFICE SUPPLIES CITY ADMIN
		102897	86.02	02/14/2019	4178654-0	OFFICE SUPPLIES - IC
	WAREHOUSE DIRECT Total		<u>746.89</u>			
2485	WBK ENGINEERING LLC					
		102268	1,638.00	02/21/2019	19949	1ST STREET PROJECT 01/26/19
		102673	1,230.00	02/21/2019	19950	PLAZA PROJECT 1/26/19
		102903	3,299.00	02/21/2019	19951	PROJECT BILLING 1ST ST 1/26/
		102411	4,913.00	02/21/2019	19952	DELNOR PROJECT 1/26/19
	WBK ENGINEERING LLC Total		<u>11,080.00</u>			
2504	C2 PUBLISHING INC					
		102695	750.00	02/14/2019	13069	RESTAURANT WK ADDS
	C2 PUBLISHING INC Total		<u>750.00</u>			
2506	EESCO					
		98530	35,785.00	02/14/2019	598742	INVENTORY ITEMS
		102644	262.50	02/14/2019	598743	INVENTORY ITEMS
		98530	35,785.00	02/21/2019	612355	INVENTORY ITEMS
	EESCO Total		<u>71,832.50</u>			
2523	WILTSE GREENHOUSE LANDSCAPING					
		101994	375.00	02/14/2019	1207	SNOW PLOW 1-23-19
		101994	1,200.00	02/21/2019	1240	SNOW PLOW 1-26 THRU 1-28-19
	WILTSE GREENHOUSE LANDSCAPING Total		<u>1,575.00</u>			

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2527	WILLIAM FRICK & CO	102818	951.42	02/21/2019	541555	INVENTORY ITEMS
	WILLIAM FRICK & CO Total		<u>951.42</u>			
2545	GRAINGER INC	102857	108.16	02/14/2019	9067102369	FLAT WASHERS
		102876	168.16	02/14/2019	9067959065	INVENTORY ITEMS
		102881	406.95	02/14/2019	9068701672	CEILING TILES
		102884	52.44	02/14/2019	9068823591	VOLTAGE TESTER
		102885	826.83	02/14/2019	9069193465	FLEX TUBE/BREAKER KIT
		102898	284.69	02/14/2019	9071558341	BOOTS
		102971	174.54	02/21/2019	9077792761	INVENTORY ITEMS
	GRAINGER INC Total		<u>2,021.77</u>			
2637	ILLINOIS DEPT OF REVENUE		135,587.12	02/14/2019	021419	ELEC EXCISE TAX JAN 2019
			814.38	02/15/2019	ILST190215144431CA	Illinois State Tax
			2,278.80	02/15/2019	ILST190215144431CD	Illinois State Tax
			8,827.61	02/15/2019	ILST190215144431FD	Illinois State Tax
			1,812.16	02/15/2019	ILST190215144431FN	Illinois State Tax
			830.45	02/15/2019	ILST190215144431HR	Illinois State Tax
			1,671.39	02/15/2019	ILST190215144431IS	Illinois State Tax
			10,675.40	02/15/2019	ILST190215144431PD	Illinois State Tax
			15,244.92	02/15/2019	ILST190215144431PW	Illinois State Tax
	ILLINOIS DEPT OF REVENUE Total		<u>177,742.23</u>			
2638	INTERNAL REVENUE SERVICE		1,191.50	02/15/2019	FICA190215144431CA	FICA Employee
			4,364.03	02/15/2019	FICA190215144431CD	FICA Employee
			446.74	02/15/2019	FICA190215144431FD	FICA Employee
			2,568.36	02/15/2019	FICA190215144431FN	FICA Employee
			1,213.74	02/15/2019	FICA190215144431HR	FICA Employee
			2,406.26	02/15/2019	FICA190215144431IS	FICA Employee
			283.57	02/15/2019	MEDR190215144431H	Medicare Employer
			563.03	02/15/2019	MEDR190215144431IS	Medicare Employer
			3,688.79	02/15/2019	MEDR190215144431P	Medicare Employer
			4,985.13	02/15/2019	MEDR190215144431P'	Medicare Employer
			3,683.58	02/15/2019	MEDE190215144431PI	Medicare Employee
			4,931.07	02/15/2019	MEDE190215144431P'	Medicare Employee
			292.72	02/15/2019	MEDR190215144431C	Medicare Employer

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			951.34	02/15/2019	MEDR190215144431C	Medicare Employer
			2,990.64	02/15/2019	MEDR190215144431FI	Medicare Employer
			600.65	02/15/2019	MEDR190215144431FI	Medicare Employer
			278.68	02/15/2019	MEDE190215144431C	Medicare Employee
			1,020.60	02/15/2019	MEDE190215144431C	Medicare Employee
			2,994.70	02/15/2019	MEDE190215144431FI	Medicare Employee
			600.64	02/15/2019	MEDE190215144431FI	Medicare Employee
			283.84	02/15/2019	MEDE190215144431H	Medicare Employee
			562.76	02/15/2019	MEDE190215144431IS	Medicare Employee
			24,680.42	02/15/2019	FIT 190215144431FD	Federal Withholding Tax
			4,602.86	02/15/2019	FIT 190215144431FN	Federal Withholding Tax
			2,110.73	02/15/2019	FIT 190215144431HR	Federal Withholding Tax
			3,659.93	02/15/2019	FIT 190215144431IS	Federal Withholding Tax
			25,883.51	02/15/2019	FIT 190215144431PD	Federal Withholding Tax
			37,443.94	02/15/2019	FIT 190215144431PW	Federal Withholding Tax
			1,212.52	02/15/2019	FICE190215144431HR	FICA Employer
			2,407.48	02/15/2019	FICE190215144431IS	FICA Employer
			2,310.54	02/15/2019	FICE190215144431PD	FICA Employer
			21,316.01	02/15/2019	FICE190215144431PV	FICA Employer
			2,459.89	02/15/2019	FIT 190215144431CA	Federal Withholding Tax
			5,479.46	02/15/2019	FIT 190215144431CD	Federal Withholding Tax
			2,288.26	02/15/2019	FICA190215144431PD	FICA Employee
			21,084.77	02/15/2019	FICA190215144431PV	FICA Employee
			1,251.44	02/15/2019	FICE190215144431CA	FICA Employer
			4,067.90	02/15/2019	FICE190215144431CD	FICA Employer
			429.38	02/15/2019	FICE190215144431FD	FICA Employer
			2,568.39	02/15/2019	FICE190215144431FN	FICA Employer
			206,159.80			
	INTERNAL REVENUE SERVICE Total					
2639	STATE DISBURSEMENT UNIT					
			471.13	02/15/2019	0000001911902151444	IL Child Support Amount 1
			545.00	02/15/2019	0000002061902151444	IL Child Support Amount 1
			391.78	02/15/2019	0000002921902151444	IL Child Support Amount 1
			1,555.35	02/15/2019	0000003741902151444	IL Child Support Amount 1
			369.23	02/15/2019	0000004861902151444	IL Child Support Amount 1
			700.15	02/15/2019	0000012251902151444	IL Child Support Amount 1
			180.00	02/15/2019	0000012671902151444	IL Child Support Amount 1
	STATE DISBURSEMENT UNIT Total		4,212.64			

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2643	DELTA DENTAL		3,268.59	02/12/2019	021119	DELTA DENTAL CLAIMS
			4,869.60	02/19/2019	021819	DELTA DENTAL CLAIMS
	DELTA DENTAL Total		8,138.19			
2648	HEALTH CARE SERVICE CORP		116,389.80	02/19/2019	021519	MEDICAL CLAIMS
	HEALTH CARE SERVICE CORP Total		116,389.80			
2652	JPMORGAN CHASE BANK NA		860.00	02/12/2019	012419CA	MONTHLY CHARGES JAN 2019
			325.00	02/12/2019	012419DB	MONTHLY CHARGES JAN 2019
			1,028.90	02/12/2019	012419EM	MONTHLY CHARGES JAN 2019
			110.50	02/12/2019	012419JM	MONTHLY CHARGES JAN 2019
			169,676.88	02/12/2019	012419KD	MONTHLY CHARGES JAN 2019
			20.00	02/12/2019	012419LC	MONTHLY CHARGES JAN 2019
			1,133.19	02/12/2019	012419LG	MONTHLY CHARGES JAN 2019
			244.83	02/12/2019	012419MS	MONTHLY CHARGES JAN 2019
			990.63	02/12/2019	012419SS	MONTHLY CHARGES JAN 2019
			358.40	02/12/2019	012419TB	MONTHLY CHARGES JAN 2019
			370.00	02/12/2019	012419TC	MONTHLY CHARGES JAN 2019
	JPMORGAN CHASE BANK NA Total		175,118.33			
2656	DISH DBS CORP	97931	102.03	02/21/2019	020519	MONTHLY SVC
	DISH DBS CORP Total		102.03			
2674	VIKING CHEMICAL CO	77	230.00	02/14/2019	73705	SODIUM HYPOCHLORITE
		77	690.00	02/14/2019	73706	SODIUM HYPOCHLORITE
	VIKING CHEMICAL CO Total		920.00			
2683	CONTINENTAL AMERICAN INSURANCE		59.89	02/15/2019	ACCG190215144431FI	AFLAC Accident Plan
			84.84	02/15/2019	ACCG190215144431PI	AFLAC Accident Plan
			85.54	02/15/2019	ACCG190215144431P'	AFLAC Accident Plan
	CONTINENTAL AMERICAN INSURANCE Total		230.27			
2713	CENTENNIAL COUNSELING CENTER	102339	1,170.00	02/21/2019	020419	SVCS JANUARY 2019

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	CENTENNIAL COUNSELING CENTER Total		<u>1,170.00</u>			
2730	SLATE ROCK SAFETY LLC	102485	497.12	02/14/2019	24961	JEANS/SWEATSHIRTS
	SLATE ROCK SAFETY LLC Total		<u>497.12</u>			
2756	RXBENEFITS INC.		48,639.82	02/11/2019	INV33779	PRESCRIPTION CLAIMS/FEEES
			57.94	02/14/2019	INV36116	PRESCRIPTION CLAIMS
			40,220.30	02/22/2019	INV36897	PRESCRIPTION CLAIMS/FEEES
	RXBENEFITS INC. Total		<u>88,918.06</u>			
2818	APWA		100.00	02/14/2019	051019	M WILSON MAY 5-10 2019
	APWA Total		<u>100.00</u>			
2832	RR DONNELLEY	102861	410.18	02/14/2019	790805812	WM ENV937 DBL WINDOW
	RR DONNELLEY Total		<u>410.18</u>			
2878	JASON ROWE		61.41	02/14/2019	020719	CDL RENEWAL
	JASON ROWE Total		<u>61.41</u>			
2894	HAVLICEK ACE HARDWARE LLC	99234	40.99	02/14/2019	69938/1	HOSE ADAPTER
		99234	136.00	02/21/2019	70191/1	RECYCLE FEES
		99234	66.57	02/21/2019	70192/1	SCALE/HEATGUN
	HAVLICEK ACE HARDWARE LLC Total		<u>243.56</u>			
2929	FOOTE MIELKE CHAVEZ & O'NEIL		500.00	02/14/2019	4616	RE: J J SULLIVAN
			550.00	02/14/2019	4617	RE: I ROBLES-BALLADARES
			550.00	02/14/2019	4618	RE: J G KOUTSELAS
			500.00	02/14/2019	4619	RE: A J DELEON
			550.00	02/14/2019	4620	RE: L D DIXON
			500.00	02/14/2019	4621	RE: S K PENNA
			500.00	02/14/2019	4622	RE: B A RUTTENBERG
			500.00	02/14/2019	4623	RE: T CRAWFORD
	FOOTE MIELKE CHAVEZ & O'NEIL Total		<u>4,150.00</u>			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
2950	MARY PORTER					
		102859	250.35	02/14/2019	1902668682	INVENTORY ITEMS
		102891	82.71	02/14/2019	1902668870	INVENTORY ITEMS
		102891	273.87	02/21/2019	19026689014	INVENTORY ITEMS
	MARY PORTER Total		606.93			
2963	RAYNOR DOOR AUTHORITY					
		102309	3,430.50	02/21/2019	4958	SVC @ FS#1
	RAYNOR DOOR AUTHORITY Total		3,430.50			
2974	HOSCHEIT MCGUIRK MCCracken &					
			1,000.00	02/21/2019	A25059-1-0119	LEGAL SVCS JAN 2019
			84.00	02/21/2019	A25059-10-0119	LEGAL SVCS JAN 2019
			5,292.00	02/21/2019	A25059-2-0119	LEGAL SVCS JAN 2019
			735.00	02/21/2019	A25059-3-0119	LEGAL SVCS JAN 2019
			2,184.00	02/21/2019	A25059-5-0119	LEGAL SVCS JAN 2019
			945.00	02/21/2019	A25059-6-0119	LEGAL SVCS JAN 2019
			524.00	02/21/2019	A25059-7-0119	LEGAL SVCS JAN 2019
			3,894.50	02/21/2019	A25059-8-0119	LEGAL SVCS JAN 2019
	HOSCHEIT MCGUIRK MCCracken & Total		14,658.50			
3002	JET SERVICES INC					
		98029	197.00	02/21/2019	990037958	MONTHLY BILLING JAN 2019
	JET SERVICES INC Total		197.00			
3085	SEI INC					
		102868	2,544.00	02/14/2019	269521	ANNUAL BILLING #12218
		102868	720.00	02/14/2019	269522	ANNUAL BILLING #12218
		102868	816.00	02/14/2019	269523	ANNUAL BILLING #12218
		102868	624.00	02/14/2019	269524	ANNUAL BILLING #12218
		102868	720.00	02/14/2019	269525	ANNUAL BILLING #12218
		102868	936.00	02/14/2019	269526	ANNUAL BILLING #12218
		102868	2,520.00	02/14/2019	269527	ANNUAL BILLING #12218
	SEI INC Total		8,880.00			
3102	RUSH PARTS CENTERS OF ILLINOIS					
		102854	70.15	02/14/2019	3013586480	INVENTORY ITEMS
		102837	343.60	02/14/2019	3013612812	ADJUSTER/SEAL
		102837	930.00	02/14/2019	3013618397	AIR DRY CLEANER
		102912	46.80	02/21/2019	3013679257	V#1794 RO#62012

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		102912	36.64	02/21/2019	3013679906	V#1794 RO#62012
	RUSH PARTS CENTERS OF ILLINOIS Total		1,427.19			
3107	DR SUDS LLC					
		97476	60.00	02/21/2019	10153	CAR WASHES - PD
	DR SUDS LLC Total		60.00			
3127	SHI INTERNATIONAL CORP					
		102807	134.73	02/14/2019	B09422847	HARDWARE CARTRIDGE
		102860	28.39	02/14/2019	B09438320	MICROSOFT SCULPT MOUSE
		102959	291.36	02/21/2019	B09478102	LED MONITOR
	SHI INTERNATIONAL CORP Total		454.48			
3131	VCNA PRAIRIE INC					
		76	890.63	02/14/2019	888935544	READY MIX
	VCNA PRAIRIE INC Total		890.63			
3175	NALCO US 2 INC					
		97522	423.35	02/14/2019	2307195	LAB SUPPLIES
	NALCO US 2 INC Total		423.35			
3254	COUNTY WIDE LANDSCAPING INC					
		101991	2,805.00	02/14/2019	5240	SNOW EVENT 1-23-19
		101991	990.00	02/21/2019	5246	SNOW EVENT 2/1/19
	COUNTY WIDE LANDSCAPING INC Total		3,795.00			
3258	BEST DOCTORS INC					
		97611	345.60	02/14/2019	1/1/2019	SVCS FOR JAN 2019
	BEST DOCTORS INC Total		345.60			
3263	MCCI LLC					
		102983	27,359.22	02/14/2019	00015998	2019 LF SUPPORT
	MCCI LLC Total		27,359.22			
3289	VISION SERVICE PLAN OF IL NFP					
			7.57	02/15/2019	VSP 190215144431CA	Vision Plan Pre-tax
			49.89	02/15/2019	VSP 190215144431CD	Vision Plan Pre-tax
			207.85	02/15/2019	VSP 190215144431FD	Vision Plan Pre-tax
			24.66	02/15/2019	VSP 190215144431FN	Vision Plan Pre-tax
			12.43	02/15/2019	VSP 190215144431HR	Vision Plan Pre-tax
			49.72	02/15/2019	VSP 190215144431IS	Vision Plan Pre-tax

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			229.57	02/15/2019	VSP 190215144431PD	Vision Plan Pre-tax
			330.95	02/15/2019	VSP 190215144431PV	Vision Plan Pre-tax
	VISION SERVICE PLAN OF IL NFP Total		912.64			
3298	JENNIFER KUHN					
			525.00	02/14/2019	230	COORD SVCS - DEC 2018
			1,003.36	02/14/2019	231	COORD SVCS/MILES JAN 2019
	JENNIFER KUHN Total		1,528.36			
3315	IRON MOUNTAIN INC					
		98396	770.89	02/21/2019	201799733	TAPE STORAGE
	IRON MOUNTAIN INC Total		770.89			
3323	Nicholas Montalbano					
			16.25	02/14/2019	020819	BOOTS TIMBERLAND 2-8-19
	Nicholas Montalbano Total		16.25			
3327	HUB INTERNATIONAL MIDWEST LTD					
		97618	3,667.00	02/14/2019	1353594	FEB 2019 CONSULTING
	HUB INTERNATIONAL MIDWEST LTD Total		3,667.00			
3337	EATON CORPORATION					
		96712	4,900.00	02/21/2019	50683451	SUB 8 LUBRICATE SWITCHBOA
	EATON CORPORATION Total		4,900.00			
3354	DITCH WITCH OF ILLINOIS INC					
		101145	24,891.00	02/14/2019	ESA004221-1	FELLING TRAILER
	DITCH WITCH OF ILLINOIS INC Total		24,891.00			
3358	PINK ELEPHANT CORP					
		102087	3,500.00	02/21/2019	INV0029627	ON-SITE GROUP TRAINING
	PINK ELEPHANT CORP Total		3,500.00			
3373	LAWRENCE GUNDERSON					
		103066	3,400.00	02/15/2019	020119	SECURITY MGMT TUITION REIM
	LAWRENCE GUNDERSON Total		3,400.00			
3439	C & H EXCAVATING INC					
		97584	5,200.00	02/14/2019	805	YR 2 OF 3 WOODS FOX GLEN
	C & H EXCAVATING INC Total		5,200.00			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
3460	Joseph Dony		190.00	02/14/2019	022519	PER DIEM 2-25 THRU 3-8-19
	Joseph Dony Total		190.00			
3490	HI-LINE UTILITY SUPPLY CO LLC					
		102687	1,517.62	02/14/2019	10113873	ADAPTERS/EXTENSIONS
		102667	171.97	02/14/2019	10114253	REPLACEMENT BLADES
		102969	284.75	02/21/2019	10115212	VALVES/CHUTES/MISSLE
	HI-LINE UTILITY SUPPLY CO LLC Total		1,974.34			
3497	Christopher Adamczyk		56.38	02/21/2019	021619	PANTS - BLAIN'S 2-16-19
	Christopher Adamczyk Total		56.38			
3501	SOLARWINDS INC					
		102871	351.00	02/14/2019	IN414826	ANNUAL RENEWAL
	SOLARWINDS INC Total		351.00			
3519	DAY ROBERT & MORRISON PC		780.00	02/21/2019	30626	UNION PACIFIC RR - IGA
	DAY ROBERT & MORRISON PC Total		780.00			
3532	Andrew Messenger		170.00	02/14/2019	020619	BOOTS - BOOT BARN 2-6-19
	Andrew Messenger Total		170.00			
3561	ADVANCED ELEVATOR COMPANY					
		97564	500.00	02/21/2019	44656	ELEVATOR MAINTENANCE
	ADVANCED ELEVATOR COMPANY Total		500.00			
3596	GRAYBAR ELECTRIC CO INC					
		102893	631.58	02/14/2019	9308346627	NTWK COMM BOARD
		102893	199.89	02/21/2019	9308427335	LINEAR PWER SUPPLY
	GRAYBAR ELECTRIC CO INC Total		831.47			
3623	SARAH ELBERT					
		98234	300.00	02/21/2019	174	FEBRUARY DEN 2019
	SARAH ELBERT Total		300.00			
3627	Matthew Phillips		57.00	02/21/2019	030519	PER DIEM 3-5 THRU 3-7-19

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	Matthew Phillips Total		<u>57.00</u>			
3667	Anthony Licht		98.52	02/14/2019	013119	JEANS TARGET 1-31-19
	Anthony Licht Total		<u>98.52</u>			
3684	RESPECT TECHNOLOGY INC	97923	3,360.00	02/21/2019	12681	HOSTING/SUPPORT
	RESPECT TECHNOLOGY INC Total		<u>3,360.00</u>			
3686	NATIONAL POWER RODDING CORP	100958	74,502.75	02/21/2019	49927	STORM SEWER MAINT/TELE
	NATIONAL POWER RODDING CORP Total		<u>74,502.75</u>			
3786	EMPLOYEE BENEFITS CORPORATION	97613	331.20	02/21/2019	2447069	ADMIN FEE FLEX PLAN
	EMPLOYEE BENEFITS CORPORATION Total		<u>331.20</u>			
3799	LRS HOLDINGS LLC	98270	23.61	02/21/2019	0000065168	WOOD
	LRS HOLDINGS LLC Total		<u>23.61</u>			
3823	Ryan Myers		48.93	02/21/2019	020919	CLOTHING - AMAZON 2-9-19
	Ryan Myers Total		<u>48.93</u>			
3824	FULLIFE LLC	102750	442.65	02/14/2019	48672	SAFETY CLOTHING
	FULLIFE LLC Total		<u>442.65</u>			
3882	CORE & MAIN LP	102742	33.00	02/14/2019	K055166	INVENTORY ITEMS
		102855	235.00	02/14/2019	K069557	INVENTORY ITEMS
	CORE & MAIN LP Total		<u>268.00</u>			
3886	VIA CARLITA LLC	102901	12.71	02/14/2019	12301	V#1705 RO#61954
		102940	151.00	02/14/2019	12363	V#1752 RO#61997
		103029	328.45	02/14/2019	12673	V#1827 RO#62042
		102976	37.12	02/21/2019	12526	V#1998 RO#62019
		103001	31.01	02/21/2019	12581	V#1942 RO#62039

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		103047	240.31	02/21/2019	12706	RO 62057 VEH 1956
		103174	43.96	02/21/2019	13035	ANTI-F 40
	VIA CARLITA LLC Total		844.56			
3896	W E S ENTERPRISES INC	93432	7,915.00	02/14/2019	012919	CORRIDOR INCENTIVE AWARD
	W E S ENTERPRISES INC Total		7,915.00			
3897	MIDWEST POWER VAC INC	102375	1,020.00	02/21/2019	218589	CLEANED LIFT STATION
	MIDWEST POWER VAC INC Total		1,020.00			
3915	B&W CONTROL SYSTEMS	102242	1,000.00	02/14/2019	0204077	MS4 SVCS
			-40.57	02/14/2019	0204199	CRED INV#0204077
	B&W CONTROL SYSTEMS Total		959.43			
3933	RILEY CONSTRUCTION COMPANY INC	94557	70,031.61	02/21/2019	71810-500-9	POLICE PROJECT THRU 1/31/19
		100526	1,207,165.01	02/21/2019	71810-500-9A	POLICE PROJECT BILLING 1/31/19
	RILEY CONSTRUCTION COMPANY INC Total		1,277,196.62			
3948	UNIQUE PRODUCTS & SERVICE CORP	102850	2,380.00	02/21/2019	359005	INVENTORY ITEMS
	UNIQUE PRODUCTS & SERVICE CORP Total		2,380.00			
3968	TRANSAMERICA CORPORATION		4,228.63	02/15/2019	RHFP190215144431PI	Retiree Healthcare Funding Pla
	TRANSAMERICA CORPORATION Total		4,228.63			
3973	HSA BANK WIRE ONLY		642.29	02/15/2019	HSAF190215144431FI	Health Savings Plan - Family
			151.92	02/15/2019	HSAF190215144431HI	Health Savings Plan - Family
			1,064.11	02/15/2019	HSAF190215144431IS	Health Savings Plan - Family
			838.85	02/15/2019	HSAF190215144431PI	Health Savings Plan - Family
			285.00	02/15/2019	HSAF190215144431PV	Health Savings Plan - Family
			38.46	02/15/2019	HSAS190215144431CI	Health Savings - Self Only
			132.69	02/15/2019	HSAS190215144431CI	Health Savings - Self Only
			250.00	02/15/2019	HSAS190215144431FI	Health Savings - Self Only
			143.75	02/15/2019	HSAS190215144431FI	Health Savings - Self Only
			132.69	02/15/2019	HSAS190215144431HI	Health Savings - Self Only

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			771.09	02/15/2019	HSAS190215144431P	Health Savings - Self Only
	HSA BANK WIRE ONLY Total		4,450.85			
3993	CHARLES EQUIPMENT ENERGY					
		102662	751.25	02/14/2019	6490	SVC @ RED GATE OVRCRNK A
	CHARLES EQUIPMENT ENERGY Total		751.25			
4001	TRYAD SOLUTIONS					
		103017	500.00	02/21/2019	00050118	185TH LOGO
	TRYAD SOLUTIONS Total		500.00			
4044	KLEIN THORPE & JENKINS LTD					
		102247	147.00	02/14/2019	012419	VERIZON SMALL CELL CONTRA/
		98207	196.80	02/14/2019	012419A	SMALL CELL IMPLEMENTATION
	KLEIN THORPE & JENKINS LTD Total		343.80			
4048	ZOLL MEDICAL CORPORATION					
		102814	75.87	02/21/2019	2817729	CPR ELECTRODE
	ZOLL MEDICAL CORPORATION Total		75.87			
4057	COPS TESTING SERVICE INC					
		98468	2,520.00	02/14/2019	105177	PROMO EXAMS - PD
		102564	480.00	02/21/2019	105099	SVCS NOV 21,27,29 2018
		102564	1,350.00	02/21/2019	105118	SVCS 12-13 & 12-18-18
	COPS TESTING SERVICE INC Total		4,350.00			
4074	AMAZON CAPITAL SERVICES INC					
		102473	275.34	02/11/2019	112-2800916-7306628	TIME CLOCK
		102473	275.36	02/11/2019	112-2800916-7306628/	TIME CLOCK
		103068	35.58	02/12/2019	112-9966645-7582649	SOFT SOAP
		103101	286.79	02/14/2019	112-3536400-3129022	MASTER NUTSERT
		103112	337.92	02/15/2019	112-3600444-9535457	CHAIRS
		103193	46.17	02/20/2019	111-8594969-4028254	FIBER OPTIC ADAPTER CABLE
	AMAZON CAPITAL SERVICES INC Total		1,257.16			
4102	COSTCO ANYWHERE VISA					
			1,460.61	02/14/2019	020819	MONTHLY EXPENSES
	COSTCO ANYWHERE VISA Total		1,460.61			
4114	CHICAGO PARTS AND SOUND LLC					
		102737	28.80	02/14/2019	1-0045296	V#1994 RO#61874

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		102856	343.64	02/14/2019	1-0047686	INVENTORY ITEMS
		102872	310.89	02/14/2019	1-0047864	V#1931 RO#61955
		102737	115.73	02/14/2019	1-0047949	V#1994 RO#61965
		102863	592.06	02/14/2019	1-0048147	V#1705 RO#61954
		102895	126.67	02/14/2019	1-0048475	V#1705 RO#61954
		102895	7.66	02/14/2019	1-0048815	V#1705 RO#61954
		102955	144.45	02/21/2019	1-0049444	V#1998 RO#62019
		102955	73.64	02/21/2019	1-0050179	V#1998 RO#62019
		102955	7.62	02/21/2019	1-0050427	V#1998 RO#62019
	CHICAGO PARTS AND SOUND LLC Total		1,751.16			
4117	Michael Wojcik		190.00	02/14/2019	022519	PER DIEM 2-25 THRU 3-8-19
	Michael Wojcik Total		190.00			
4148	Christopher Gottlieb		122.00	02/21/2019	022519	PER DIEM/TRVL 2-25~2-27-19
	Christopher Gottlieb Total		122.00			
4161	AMERICAN LEGION POST 342		500.00	02/14/2019	040519	2019 CENTENNIAL DINNER
	AMERICAN LEGION POST 342 Total		500.00			
9990009	MARIA R SMITH		50.00	02/14/2019	P134399	REFUND PK TKT #134399
	MARIA R SMITH Total		50.00			
9990009	LAURA CARLSON		239.30	02/14/2019	021419	ERROR PAYMENTUS REIMBUR
	LAURA CARLSON Total		239.30			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
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<u>Grand Total:</u>	<u>6,209,612.19</u>
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The above expenditures have been approved for payment:

_____	_____
Chairman, Government Operations Committee	Date

_____	_____
Vice Chairman, Government Operations Committee	Date

_____	_____
Finance Director	Date

Treasurer's Report
January 31, 2019

MONTHLY COUNCIL TREASURER'S REPORT

For The Period Ending January 31, 2019

Overview

The attached report is a summary of City financial activity from the beginning of the fiscal year through the above date. It is meant to provide adequate information in a form easily readable for members of the City Council to understand the financial status of the City. Definitions of the various report components are shown at the end of the report.

Budget Philosophy

The City budgeting philosophy is that the budget is not a static plan, but a working plan that must be routinely monitored and adjusted as new opportunities develop, prior projections do not materialize, or priorities change. Revisions are always made in the light of maintaining adequate cash surpluses, in accordance with City policies, and not making revisions that will severely hamper future years' operations.

Report Format

The report shows each fund summarized by major categories of revenues and expenditures. Year-to-date and annual projections show where we are today and where we expect to be at the end of the fiscal year. Each column provides meaningful information when compared with other columns. For instance, differences between the revised budget column and forecast column should be noted. The forecast is a calculated projection and the revised budget is a formal budget adjustment. Any material differences between the two should be investigated.

Comments

Property Taxes, Corporate Fund - Generally, we collect approximately 99% of the levy request.

Sale Taxes, Corporate Fund - Sale Tax from retailers are received 90 days after the date of sale. Sales tax receipts year to date were lower than anticipated, making receipts \$672,082 lower than proposed budget.

Franchise Fees, Corporate Fund - Actual receipts are \$474,310 lower than the proposed budget.

Income Tax, Corporate Fund - Actual receipts are \$335,710 lower than the projected year to date budget. These receipts are subject to changes in the economy and can fluctuate from projections.

Hotel Tax, Corporate Fund - Actual receipts are \$995 higher than the proposed budget.

Intergovernmental Revenue, Corporate Fund - This line includes all Federal and State grants as well as replacement tax.

User Charges, All Funds - Revenue from user charges for the year are \$1,214,843 lower than the projected year to date budget. These revenues can fluctuate with weather, particularly during the summer months.

Personal Services, All Funds - Personal Services are lower than the year to date budget projection for the year. This is due to the timing of new hires, vacancies and employer pension contributions.

Operating Expenses, All Funds - Operating expenses overall are lower than the budget projection for the year. This is due primarily to timing differences.

Capital Expenditures, All Funds - Capital variances are monitored by the department on a quarterly basis. Due to the nature of large expenditures, a specific date of purchase is sometimes difficult to predict.

Definitions

Reporting Periods - The report shows information for two broad reporting periods, year-to-date (YTD) and annual. Year-to-date is an indication of the status from the beginning of the fiscal year through the period being reported. Under this YTD category, three sub-categories are shown. Annual projections show the entire fiscal year and are also broken down into three categories.

Actual - The amount of money actually received or expended from the beginning of the fiscal year (May 1) through the period being

Budget - The revised budget from the beginning of the fiscal year through the period shown.

Last Year - The amount of money actually received or expended last fiscal year for the same months shown under "actual".

Original Budget - The amount originally budgeted and approved by the City Council for the fiscal year in April.

Revised Budget - This is the budget resulting from changes to the original budget. It reflects the most recent formal review and reflects the revisions approved periodically by the City Council.

Forecast - The forecast shows a projection determined by adding the amount actually received or expended to date, plus the months remaining of the revised budget after the period being reported, i.e. annual revised budget - YTD budget + actual.

Permanent Variance - A variance between the budget and forecast which will be permanent and not corrected at a later date.

Timing Variance - A variance between the budget and forecast which will be corrected at a later time during the fiscal year.

Jo Krieger, Treasurer

Balance Sheet
As of January 31, 2019

City of St. Charles, Illinois
All Fund Types and Account Groups
Combined Balance Sheet
January 31, 2019

		Governmental Funds				Proprietary Funds		Fiduciary Funds	Account Groups
	Total Memorandum Only	General Corporate	Special Revenue	Capital Projects	Debt Service	Enterprise	Internal Service	Trust	General Fixed Assets & Debt
<u>Assets</u>									
Cash & Investments	\$ 144,498,048	\$ 22,377,124	\$ 2,719,629	\$ 3,016,029	\$ 229	\$ 31,008,902	\$ 11,600,954	\$ 73,775,181	\$ -
Restricted Cash	15,924,079	-	-	13,628,754	1,444,083	828,867	22,375	-	-
Receivables									
Property Taxes	14,443,652	12,461,883	1,683,724	24,192	238,853	35,000	-	-	-
Customers - Net	8,885,165	319,618	-	-	-	8,562,871	2,676	-	-
Interest	150,404	16,284	-	-	-	-	-	134,120	-
Prepaid Expenses	1,234,534	75,681	-	44,265	-	145,567	923,285	45,736	-
Due from Other Governments	4,605,497	4,503,517	75,486	26,494	-	-	-	-	-
Due from Other Funds	1,727,934	216,934	-	-	810,000	701,000	-	-	-
Due from Other Companies	1,322	-	-	-	-	-	1,322	-	-
Inventory	4,839,957	-	-	-	-	-	4,839,957	-	-
Deferred Charges	14,541,692	-	-	-	-	1,527,638	-	-	13,014,054
Advances to Other Funds	6,998,996	5,549,802	-	-	-	801,624	647,570	-	-
Other Assets	579,755	579,755	-	-	-	-	-	-	-
Capital Assets									
Land	65,078,192	-	-	-	-	2,162,294	-	-	62,915,898
Intangibles	5,014,857	-	-	-	-	647,753	-	-	4,367,104
Buildings	118,233,703	-	-	-	-	66,026,930	-	-	52,206,773
Improvements	347,260,253	-	-	-	-	189,571,394	1,233,272	-	156,455,587
Equipment	12,278,621	-	-	-	-	6,839,532	456,117	-	4,982,972
Vehicles	14,663,595	-	-	-	-	4,249,375	10,414,220	-	-
Construction in Progress	12,481,450	-	-	-	-	10,965,093	-	-	1,516,357
Accumulated Depreciation	(246,008,068)	-	-	-	-	(129,810,581)	(6,189,733)	-	(110,007,754)
Total Assets	\$ 547,433,638	\$ 46,100,598	\$ 4,478,839	\$ 16,739,734	\$ 2,493,165	\$ 194,263,259	\$ 23,952,015	\$ 73,955,037	\$ 185,450,991

City of St. Charles, Illinois
All Fund Types and Account Groups
Combined Balance Sheet
January 31, 2019

		Governmental Funds				Proprietary Funds		Fiduciary Funds	Account Groups
	Total Memorandum Only	General Corporate	Special Revenue	Capital Projects	Debt Service	Enterprise	Internal Service	Trust	General Fixed Assets & Debt
<u>Liabilities & Equity</u>									
Liabilities-									
Accounts Payable	\$ 4,283,974	\$ 540,293	\$ -	\$ 131,927	\$ -	\$ 3,500,684	\$ 111,070	\$ -	\$ -
Contracts Payable	473,662	-	1,039	9,551	-	463,072	-	-	-
Claims Payable	1,480,359	-	-	-	-	78,424	1,401,935	-	-
Accrued Salaries	635,151	496,471	-	-	-	118,938	19,742	-	-
Accrued Interest	1,451,423	-	-	-	-	379,294	-	-	1,072,129
Escrows & Deposits	2,051,421	1,540,780	-	-	-	510,641	-	-	-
Due to Other Funds	1,727,934	810,000	-	-	216,934	-	701,000	-	-
Deferred Revenue	27,726,353	12,544,152	1,683,724	24,192	238,853	3,421,833	584	-	9,813,015
Due to Other Governments	796,588	-	-	-	-	228,444	-	-	568,144
Advances from Other Funds	6,998,996	-	3,345,386	1,791,986	-	1,060,000	801,624	-	-
Accrued Compensated Absences	4,038,536	-	-	-	-	435,715	82,434	-	3,520,387
Net OPEB Obligation	3,430,419	-	-	-	-	501,538	39,847	-	2,889,034
Net Pension Liability	53,463,923	-	-	-	-	1,339,612	-	-	52,124,311
General Obligation Bonds	103,344,868	-	-	-	-	18,204,617	-	-	85,140,251
Revenue Bonds	5,770,000	-	-	-	-	-	-	-	5,770,000
Installment Contracts	61,523	-	-	-	-	-	-	-	61,523
IEPA Loans	31,707,172	-	-	-	-	31,707,172	-	-	-
Total Liabilities	249,442,302	15,931,696	5,030,149	1,957,656	455,787	61,949,984	3,158,236	-	160,958,794
Equity-									
Fund Balance	70,929,245	30,168,902	(551,310)	14,782,078	2,037,378	-	-	-	24,492,197
Retained Earnings	227,062,091	-	-	-	-	132,313,275	20,793,779	73,955,037	-
Total Equity	297,991,336	30,168,902	(551,310)	14,782,078	2,037,378	132,313,275	20,793,779	73,955,037	24,492,197
Total Liabilities & Equity	\$ 547,433,638	\$ 46,100,598	\$ 4,478,839	\$ 16,739,734	\$ 2,493,165	\$ 194,263,259	\$ 23,952,015	\$ 73,955,037	\$ 185,450,991

**Summary of Revenue and Expenditures
for the Period Ending January 31, 2019**

Monthly Council Treasurer's Report
May 1, 2018 - January 31, 2019

<u>Actual</u>	<u>Budget</u>	<u>Last Year</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Forecast</u>
Corporate Fund						
Revenue						
12,395,459	12,457,874	12,389,897	Property Taxes	12,457,873	12,457,873	12,395,458
13,879,864	14,551,946	13,021,965	Sales & Use Taxes	18,029,362	18,029,362	17,357,280
37,764	63,457	44,196	Admission Taxes	76,644	76,644	50,951
2,775,384	3,249,694	2,714,961	Franchise Fees	3,951,640	3,951,640	3,477,330
1,805,842	1,804,847	1,575,882	Hotel Tax	1,984,953	2,238,954	2,239,949
593,743	712,205	646,694	Telecommunication Tax	862,259	862,259	743,797
1,203,869	1,203,226	955,653	Alcohol Tax	1,217,460	1,617,460	1,618,103
62,442	62,442	-	Local Fuel Tax	-	240,000	245,170
565,654	645,945	658,439	Licenses & Permits	713,057	713,057	632,766
326,526	318,824	311,420	Fines & Court Fees	426,470	426,470	434,172
2,355,762	2,691,472	2,165,109	State Tax Allotments	3,369,023	3,369,023	3,033,313
323,233	208,631	248,617	Intergovernmental Revenue	228,164	228,164	342,766
342,496	436,019	375,288	Reimbursement for Services	592,720	592,720	499,197
113,033	99,407	87,822	Miscellaneous Revenue	116,669	116,669	130,295
11,711	11,761	5,798	Sale of Property	12,500	12,500	12,450
255,141	153,629	193,892	Investment Income	188,500	188,500	290,012
365,000	365,000	195,000	Interfund Transfers	365,000	365,000	365,000
37,412,923	39,036,379	35,590,633	Total Revenue	44,592,294	45,486,295	43,868,009
Expenditures						
23,887,424	24,222,928	22,708,901	Personal Services	30,878,484	30,928,924	30,593,419
903,235	1,144,483	970,207	Commodities	1,494,926	1,545,121	1,303,873
6,491,956	7,948,777	6,254,788	Contractual Services	9,936,143	10,465,969	9,009,152
1,342,071	1,342,071	1,373,189	Replacement Reserves	1,342,071	1,342,071	1,342,071
186,937	208,622	173,981	Other Operating Expenditures	232,272	237,678	205,179
(3,867,894)	(3,867,894)	(3,844,692)	Allocations	(5,157,192)	(5,157,192)	(5,157,192)
31,852	31,852	73,061	Capital	100,850	123,547	123,547
3,439	3,439	3,439	Debt Service Costs	4,586	4,586	4,586
5,955,894	5,955,894	6,466,202	Interfund Transfers	6,563,053	6,619,827	6,619,827
34,934,914	36,990,172	34,179,076	Total Expenditures	45,395,193	46,110,531	44,044,462

Monthly Council Treasurer's Report
May 1, 2018 - January 31, 2019

<u>Actual</u>	<u>Budget</u>	<u>Last Year</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Forecast</u>
Electric Fund						
Revenue						
35,000	35,000	35,000	Property Taxes	35,000	35,000	35,000
49,167,973	49,010,496	47,858,632	User Charges	62,651,767	62,651,767	62,809,244
665,081	277,044	1,134,226	Reimbursement for Services	185,000	312,000	700,037
49,605	179,984	198,094	Miscellaneous Revenue	221,000	221,000	90,621
6,873	23,986	33,721	Sale of Property	42,500	42,500	25,387
331,188	331,188	304,927	Reserves	331,188	331,188	331,188
241,834	67,221	103,984	Investment Income	85,000	85,000	259,613
-	-	-	Financing Proceeds	1,400,000	1,400,000	1,400,000
186,644	186,644	61,664	Interfund Transfers	301,664	301,664	301,664
50,684,198	50,111,563	49,730,248	Total Revenue	65,253,119	65,380,119	65,952,754
Expenditures						
2,710,497	2,924,634	2,679,188	Personal Services	3,943,893	3,959,524	3,745,386
125,695	230,944	196,145	Commodities	288,526	290,020	184,771
33,368,003	36,064,169	33,211,265	Contractual Services	46,047,672	46,187,709	43,491,545
253,011	255,536	226,750	Replacement Reserves	253,011	253,011	250,486
4,072,250	4,911,417	3,993,612	Other Operating Expenditures	6,309,095	6,309,095	5,469,928
1,322,694	1,322,694	1,551,465	Allocations	1,763,592	1,763,592	1,763,592
2,874,630	2,874,630	2,586,322	Capital	3,571,000	5,402,378	5,402,378
907,058	907,058	1,282,762	Debt Service Costs	963,336	963,336	963,336
483,384	483,384	499,870	Interfund Transfers	483,384	483,384	483,384
46,117,222	49,974,466	46,227,379	Total Expenditures	63,623,509	65,612,049	61,754,806
Water Fund						
Revenue						
-	-	144,660	Intergovernmental Revenue	-	-	-
4,815,598	5,309,137	4,782,226	User Charges	6,494,689	6,494,689	6,001,150
20,554	22,471	19,044	Reimbursement for Services	27,100	27,100	25,183
91,121	191,750	404,477	Miscellaneous Revenue	227,081	227,081	126,452
70,982	36,021	56,478	Sale of Property	40,250	40,250	75,211
151,910	151,910	129,614	Reserves	151,910	151,910	151,910
62,692	30,194	40,557	Investment Income	39,000	39,000	71,498
-	-	-	Financing Proceeds	1,673,600	1,673,600	1,673,600
5,212,857	5,741,483	5,577,056	Total Revenue	8,653,630	8,653,630	8,125,004

**Monthly Council Treasurer's Report
May 1, 2018 - January 31, 2019**

<u>Actual</u>	<u>Budget</u>	<u>Last Year</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Forecast</u>
Water Fund Continued						
Expenditures						
1,091,300	1,144,818	1,054,765	Personal Services	1,543,489	1,547,944	1,494,424
424,695	496,567	374,539	Commodities	602,045	662,421	590,549
802,471	934,087	671,114	Contractual Services	1,217,816	1,224,516	1,092,898
113,648	113,648	91,352	Replacement Reserves	113,648	113,648	113,648
42,066	73,337	98,867	Other Operating Expenditures	76,920	76,920	45,649
979,227	979,227	681,282	Allocations	1,305,636	1,305,636	1,305,636
807,210	807,210	772,097	Capital	2,833,800	3,951,500	3,951,500
996,629	996,629	981,781	Debt Service Costs	1,301,319	1,301,319	1,301,319
217,737	217,737	159,509	Interfund Transfers	217,737	217,737	217,737
5,474,983	5,763,260	4,885,306	Total Expenditures	9,212,410	10,401,641	10,113,360
Wastewater Fund						
Revenue						
30,363	-	-	Intergovernmental Revenue	29,000	29,000	59,363
7,674,486	8,266,644	7,197,305	User Charges	10,506,466	10,506,466	9,914,308
23,778	25,540	22,278	Reimbursement for Services	30,463	30,463	28,701
114,982	167,925	732,522	Miscellaneous Revenue	180,700	180,700	127,757
8,200	-	-	Sale of Property	-	-	8,200
319,829	319,829	298,890	Reserves	319,829	319,829	319,829
63,444	17,898	27,880	Investment Income	22,000	22,000	67,546
5,875,463	3,853,060	1,473,297	Financing Proceeds	3,853,060	3,853,060	9,438,469
14,110,545	12,650,896	9,752,172	Total Revenue	14,941,518	14,941,518	19,964,173
Expenditures						
1,446,862	1,590,391	1,531,292	Personal Services	2,133,136	2,136,090	1,992,561
221,425	278,286	209,267	Commodities	373,575	373,545	316,684
1,295,664	1,491,397	1,204,512	Contractual Services	2,334,856	2,358,871	2,163,138
219,707	219,707	198,768	Replacement Reserves	219,707	219,707	219,707
56,838	70,078	63,847	Other Operating Expenditures	72,828	72,828	59,588
997,722	997,722	1,010,322	Allocations	1,330,296	1,330,296	1,330,296
7,563,121	7,563,121	1,922,835	Capital	5,352,110	15,889,929	15,889,929
1,875,637	1,875,637	1,855,223	Debt Service Costs	2,197,365	2,197,365	2,197,365
343,790	343,790	304,175	Interfund Transfers	343,790	343,790	343,790
14,020,766	14,430,129	8,300,241	Total Expenditures	14,357,663	24,922,421	24,513,058

Monthly Council Treasurer's Report
May 1, 2018 - January 31, 2019

<u>Actual</u>	<u>Budget</u>	<u>Last Year</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Forecast</u>
Refuse Fund						
Revenue						
394,414	441,592	389,742	User Charges	553,560	553,560	506,382
-	-	-	Reimbursement for Services	-	-	-
6,996	6,900	6,758	Miscellaneous Revenue	6,900	6,900	6,996
14,657	6,504	7,616	Sale of Property	9,000	9,000	17,153
3,288	1,591	1,560	Investment Income	1,800	1,800	3,497
81,259	81,259	80,000	Interfund Transfers	81,259	81,259	81,259
500,614	537,846	485,676	Total Revenue	652,519	652,519	615,287
Expenditures						
3,557	4,893	4,405	Commodities	6,120	6,120	4,784
595,380	645,064	530,295	Contractual Services	671,660	671,660	621,976
-	1,017	-	Other Operating Expenditures	1,356	1,356	339
79,425	79,425	52,308	Allocations	105,900	105,900	105,900
678,362	730,399	587,008	Total Expenditures	785,036	785,036	732,999
TIF Funds						
Revenue						
1,616,042	1,627,451	1,452,752	Property Taxes	1,627,452	1,627,452	1,616,043
6,211	2,645	2,633	Investment Income	2,872	2,872	6,438
-	-	-	Interfund Transfers	-	-	-
1,622,253	1,630,096	1,455,385	Total Revenue	1,630,324	1,630,324	1,622,481
Expenditures						
-	-	14,146	Contractual Services	-	-	-
998,797	998,797	1,152,352	Interfund Transfers	1,032,399	998,797	998,797
998,797	998,797	1,166,498	Total Expenditures	1,032,399	998,797	998,797
Motor Fuel Tax Fund						
Revenue						
674,436	699,523	669,449	State Tax Allotments	845,000	845,000	819,913
27,892	5,333	8,708	Investment Income	8,000	8,000	30,559
-	-	-	Interfund Transfers	-	-	-
702,328	704,856	678,157	Total Revenue	853,000	853,000	850,472

**Monthly Council Treasurer's Report
May 1, 2018 - January 31, 2019**

<u>Actual</u>	<u>Budget</u>	<u>Last Year</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Forecast</u>
Motor Fuel Tax Fund Continued						
Expenditures						
932,509	932,509	856,524	Capital	1,110,000	1,390,538	1,390,538
932,509	932,509	856,524	Total Expenditures	1,110,000	1,390,538	1,390,538
Capital Project Funds						
Revenue						
23,522	25,000	24,305	Property Taxes	25,000	25,000	23,522
111,966	90,000	59,128	State Tax Allotments	120,000	120,000	141,966
70,477	120,000	83,705	Intergovernmental Revenue	120,000	120,000	70,477
-	-	-	Reimbursement for Services	-	-	-
2,000	-	108,230	Miscellaneous Revenue	-	-	2,000
283,719	283,719	294,971	Reserves	283,719	283,719	283,719
300,515	30,784	41,035	Investment Income	38,000	38,000	307,731
-	-	-	Financing Proceeds	8,028,421	8,028,421	8,028,421
3,800,897	3,800,897	5,270,912	Interfund Transfers	3,769,442	3,800,897	3,800,897
4,593,096	4,350,400	5,882,286	Total Revenue	12,384,582	12,416,037	12,658,733
Expenditures						
-	-	-	Commodities	-	-	-
67,328	453,302	191,312	Contractual Services	335,900	603,665	217,691
2,218	367,497	-	Other Operating Expenditures	490,000	490,000	124,721
8,377,145	8,377,145	3,987,661	Capital	28,596,737	31,858,840	31,858,840
-	-	-	Debt Service Costs	-	-	-
2,839,058	2,839,058	3,134,259	Interfund Transfers	2,830,776	2,839,059	2,839,059
11,285,749	12,037,002	7,313,232	Total Expenditures	32,253,413	35,791,564	35,040,311
Debt Service Funds						
Revenue						
232,234	-	238,455	Property Taxes	-	-	232,234
470,359	616,296	596,288	Sales & Use Taxes	975,000	975,000	829,063
30,410	1,726	10,658	Investment Income	2,000	2,000	30,684
-	-	-	Financing Proceeds	-	-	-
6,634,748	6,634,748	6,170,454	Interfund Transfers	7,183,660	7,183,660	7,183,660
7,367,751	7,252,770	7,015,855	Total Revenue	8,160,660	8,160,660	8,275,641
Expenditures						
7,273	7,424	7,273	Contractual Services	7,424	7,424	7,273
7,633,941	7,633,941	7,175,901	Debt Service Costs	8,378,598	8,378,598	8,378,598
7,641,214	7,641,365	7,183,174	Total Expenditures	8,386,022	8,386,022	8,385,871

Monthly Council Treasurer's Report
May 1, 2018 - January 31, 2019

<u>Actual</u>	<u>Budget</u>	<u>Last Year</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Forecast</u>
Inventory Fund						
Revenue						
-	-	-	Miscellaneous Revenue	-	-	-
537,750	601,407	506,230	Charges to Other Funds	921,492	921,492	857,835
1,844,493	1,850,144	1,642,008	Sale of Inventory	3,000,000	3,000,000	2,994,349
-	-	455	Sale of Property	-	-	-
23,145	23,145	23,964	Reserves	23,145	23,145	23,145
187	-	(440)	Investment Income	-	-	187
2,405,575	2,474,696	2,172,217	Total Revenue	3,944,637	3,944,637	3,875,516
Expenditures						
368,565	387,031	325,501	Personal Services	530,159	529,679	511,213
1,934,161	1,904,181	1,704,452	Commodities	3,056,275	3,056,275	3,086,255
39,676	52,809	48,260	Contractual Services	66,888	66,888	53,755
14,760	14,760	15,579	Replacement Reserves	14,760	14,760	14,760
2,669	2,896	2,928	Other Operating Expenditures	2,992	3,472	3,245
175,590	175,590	232,569	Allocations	234,120	234,120	234,120
4,029	4,029	989	Capital	1,500	23,500	23,500
14,755	14,755	-	Interfund Transfers	14,755	14,755	14,755
2,554,205	2,556,051	2,330,278	Total Expenditures	3,921,449	3,943,449	3,941,603
Motor Vehicle Replacement Fund						
Revenue						
550	-	-	Miscellaneous Revenue	-	-	550
781,126	1,312,784	782,291	Charges to Other Funds	1,625,879	1,625,879	1,094,221
32,581	2,131	8,031	Sale of Property	5,500	5,500	35,950
1,205,687	1,205,687	1,215,553	Reserves	1,205,687	1,205,687	1,205,687
67,627	18,644	28,143	Investment Income	25,000	25,000	73,983
60,000	60,000	-	Interfund Transfers	60,000	60,000	60,000
2,147,571	2,599,246	2,034,018	Total Revenue	2,922,066	2,922,066	2,470,391
Expenditures						
430,651	496,266	405,124	Personal Services	670,674	670,674	605,059
267,848	287,714	232,668	Commodities	410,191	410,236	390,370
159,014	152,608	120,936	Contractual Services	207,296	207,238	213,644
9,147	9,147	9,147	Replacement Reserves	9,147	9,147	9,147
23,016	31,791	27,066	Other Operating Expenditures	41,712	41,725	32,950
203,967	203,967	214,515	Allocations	271,956	271,956	271,956
407,868	407,868	754,896	Capital	1,627,888	1,746,390	1,746,390
18,467	18,467	-	Interfund Transfers	18,467	18,467	18,467
1,519,978	1,607,828	1,764,352	Total Expenditures	3,257,331	3,375,833	3,287,983

**Monthly Council Treasurer's Report
May 1, 2018 - January 31, 2019**

<u>Actual</u>	<u>Budget</u>	<u>Last Year</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Forecast</u>
			Health Insurance Fund			
			Revenue			
-	-	-	Miscellaneous Revenue	-	-	-
3,154,881	3,265,355	3,176,763	Insurance Premiums	4,324,000	4,324,000	4,213,526
30,750	17,360	18,118	Investment Income	22,000	22,000	35,390
3,185,631	3,282,715	3,194,881	Total Revenue	4,346,000	4,346,000	4,248,916
			Expenditures			
12,299	31,850	12,206	Personal Services	3,000	32,600	13,049
(694)	1,917	1,812	Commodities	2,500	2,500	(111)
691,282	690,069	605,863	Contractual Services	926,200	926,200	927,413
2,454,047	2,850,367	2,563,073	Other Operating Expenditures	3,713,300	3,683,700	3,287,380
58,707	58,707	84,357	Allocations	78,276	78,276	78,276
-	-	-	Interfund Transfers	-	-	-
3,215,641	3,632,910	3,267,311	Total Expenditures	4,723,276	4,723,276	4,306,007
			WC & Liability Fund			
			Revenue			
58,383	-	28,405	Miscellaneous Revenue	-	-	58,383
1,000,000	1,000,000	1,000,000	Insurance Premiums	1,000,000	1,000,000	1,000,000
54,306	20,149	31,867	Investment Income	25,000	25,000	59,157
-	-	-	Interfund Transfers	-	-	-
1,112,689	1,020,149	1,060,272	Total Revenue	1,025,000	1,025,000	1,117,540
			Expenditures			
479,245	541,032	471,572	Contractual Services	506,700	566,869	505,082
436,590	402,028	287,849	Other Operating Expenditures	456,000	462,702	497,264
19,044	19,044	8,379	Allocations	25,392	25,392	25,392
195,000	195,000	-	Interfund Transfers	195,000	195,000	195,000
1,129,879	1,157,104	767,800	Total Expenditures	1,183,092	1,249,963	1,222,738

Monthly Council Treasurer's Report
May 1, 2018 - January 31, 2019

<u>Actual</u>	<u>Budget</u>	<u>Last Year</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Forecast</u>
Communications Fund						
Revenue						
114,143	353,588	114,143	User Charges	433,397	433,397	193,952
12,349	12,349	11,510	Reserves	12,349	12,349	12,349
3,010	1,242	1,170	Investment Income	1,500	1,500	3,268
-	-	-	Interfund Transfers	-	-	-
129,502	367,179	126,823	Total Revenue	447,246	447,246	209,569
Expenditures						
61,640	81,972	87,575	Personal Services	105,467	105,467	85,135
3,802	6,451	4,875	Commodities	7,470	7,470	4,821
28,591	58,879	24,172	Contractual Services	77,918	77,918	47,630
1,942	1,942	1,103	Replacement Reserves	1,942	1,942	1,942
15,598	11,426	8,062	Other Operating Expenditures	12,116	12,116	16,288
31,518	31,518	9,495	Allocations	42,024	42,024	42,024
97,390	97,390	102,825	Capital	234,000	250,000	250,000
61,664	61,664	61,664	Interfund Transfers	61,664	61,664	61,664
302,145	351,242	299,771	Total Expenditures	542,601	558,601	509,504

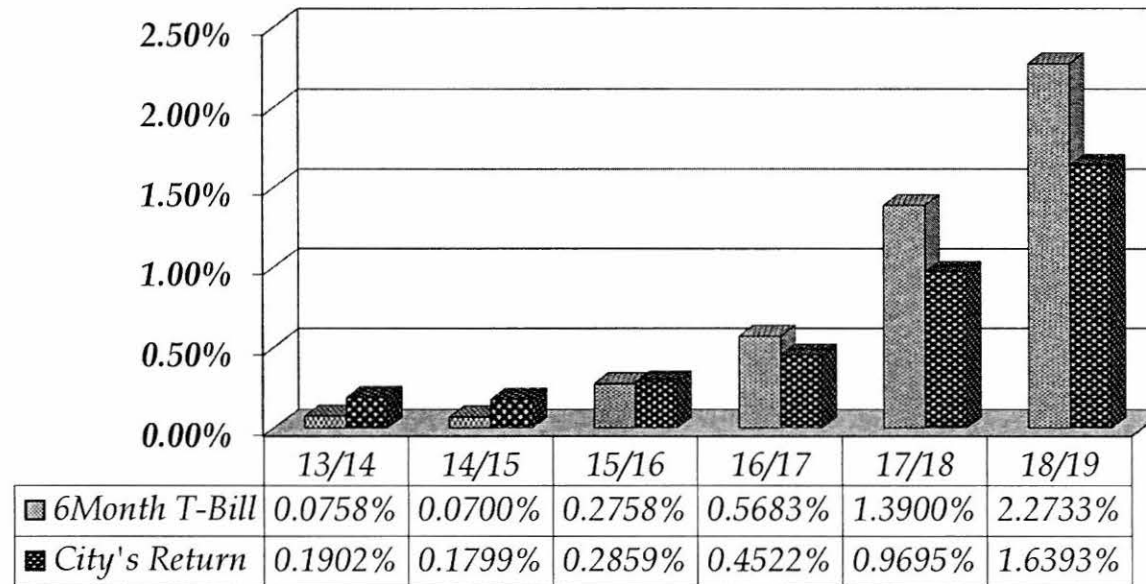
Monthly Council Treasurer's Report
May 1, 2018 - January 31, 2019

<u>Actual</u>	<u>Budget</u>	<u>Last Year</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Forecast</u>
All Funds						
Revenue						
14,302,257	14,145,325	14,140,409	Property Tax	14,145,325	14,145,325	14,302,257
14,350,223	15,168,242	13,618,253	Sales & Use Tax	19,004,362	19,004,362	18,186,343
37,764	63,457	44,196	Admissions Tax	76,644	76,644	50,951
2,775,384	3,249,694	2,714,961	Franchise Fees	3,951,640	3,951,640	3,477,330
1,805,842	1,804,847	1,575,882	Hotel Tax	1,984,953	2,238,954	2,239,949
593,743	712,205	646,694	Telecommunication Tax	862,259	862,259	743,797
1,203,869	1,203,226	955,653	Alcohol Tax	1,217,460	1,617,460	1,618,103
62,442	62,442	-	Local Fuel Tax	-	240,000	245,170
565,654	645,945	658,439	Licenses & Permits	713,057	713,057	632,766
326,526	318,824	311,420	Fines & Court Fees	426,470	426,470	434,172
3,142,164	3,480,995	2,893,686	State Tax Allotments	4,334,023	4,334,023	3,995,192
424,073	328,631	476,982	Intergovernmental Revenue	377,164	377,164	472,606
62,166,614	63,381,457	60,342,048	User Charges	80,639,879	80,639,879	79,425,036
1,051,909	761,074	1,550,836	Reimbursement for Services	835,283	962,283	1,253,118
436,670	645,966	1,566,308	Miscellaneous Revenue	752,350	752,350	543,054
1,318,876	1,914,191	1,288,521	Charges to Other Funds	2,547,371	2,547,371	1,952,056
1,989,497	1,930,547	1,754,107	Sale Of Property	3,109,750	3,109,750	3,168,700
2,327,827	2,327,827	2,279,429	Reserves	2,327,827	2,327,827	2,327,827
4,154,881	4,265,355	4,176,763	Insurance Premiums	5,324,000	5,324,000	5,213,526
1,147,307	368,416	509,765	Investment Income	460,672	460,672	1,239,563
5,875,463	3,853,060	1,473,297	Financing Proceeds	14,955,081	14,955,081	20,540,490
11,128,548	11,128,548	11,778,030	Interfund Transfers	11,761,025	11,792,480	11,792,480
131,187,533	131,760,274	124,755,679	Total Revenue	169,806,595	170,859,051	173,854,486
Expenditures						
30,009,238	30,879,890	28,804,552	Personal Services	39,808,302	39,910,902	39,040,246
3,883,724	4,355,436	3,698,370	Commodities	6,241,628	6,353,708	5,881,996
44,025,883	49,039,617	43,355,508	Contractual Services	62,336,473	63,364,927	58,351,197
1,954,286	1,956,811	1,915,888	Replacement Reserves	1,954,286	1,954,286	1,951,761
7,292,229	8,930,476	7,219,285	Other Operating Expenditures	11,408,591	11,391,592	9,742,531
-	-	-	Allocations	-	-	-
21,095,754	21,095,754	11,057,210	Capital	43,427,885	60,636,622	60,636,622
11,416,704	11,416,704	11,299,106	Debt Service Costs	12,845,204	12,845,204	12,845,204
11,128,548	11,128,548	11,778,031	Interfund Transfers	11,761,025	11,792,480	11,792,480
130,806,366	138,803,236	119,127,950	Total Expenditures	189,783,394	208,249,721	200,242,037

Investment Summary
January 31, 2019

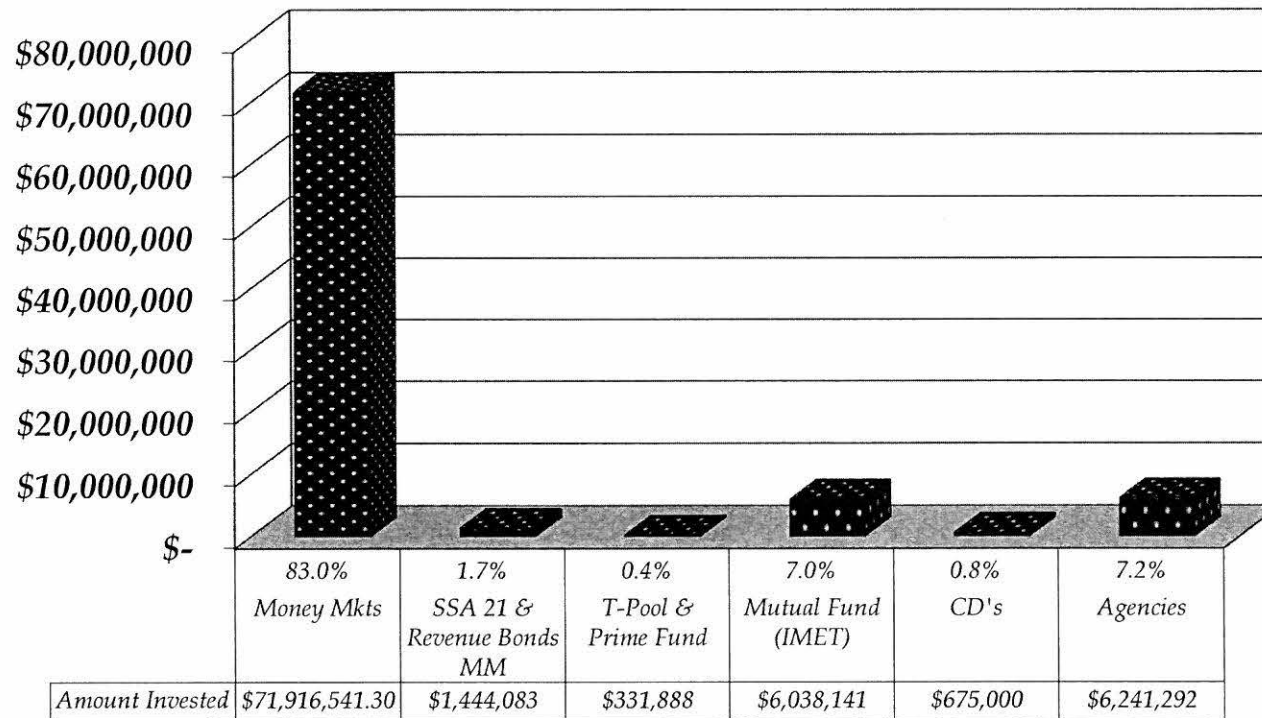


City of St. Charles Investment Portfolio Earnings Comparison



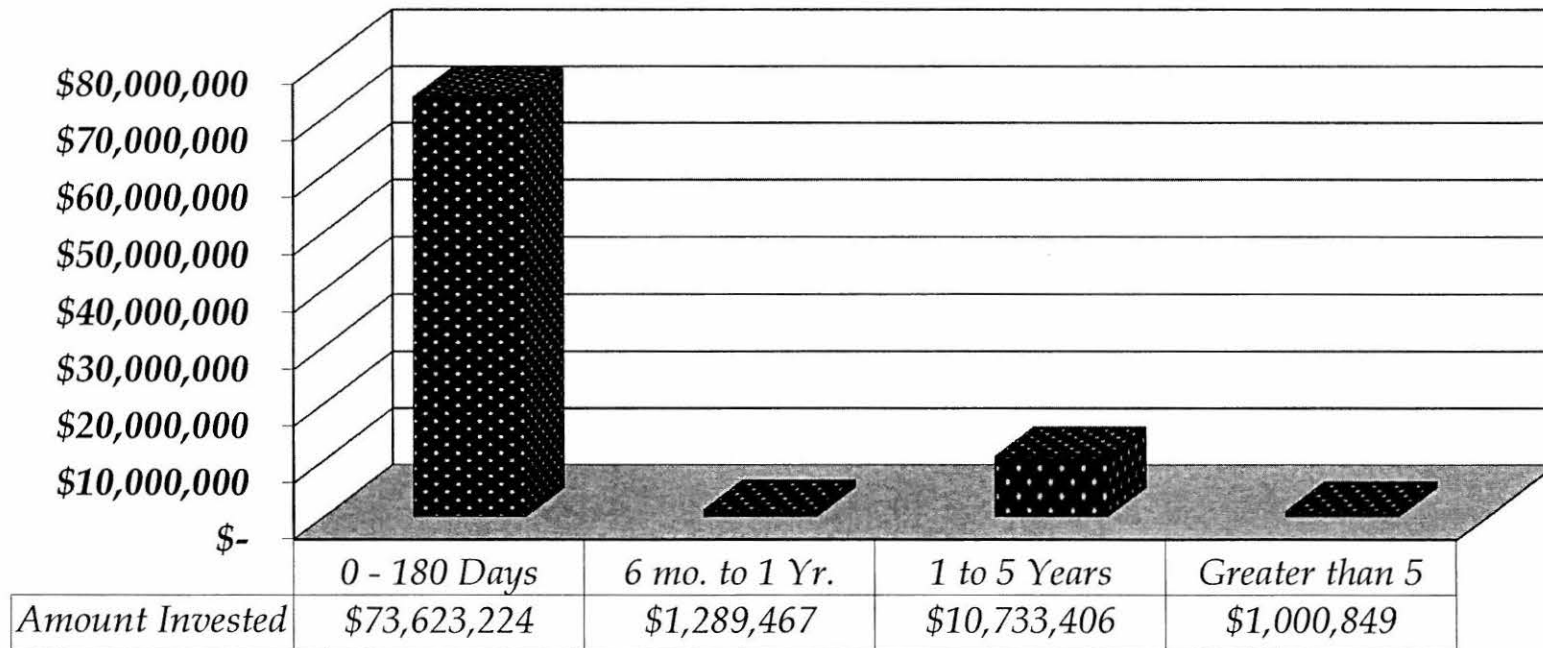
The chart above displays the return on investments for the City of St. Charles portfolio by fiscal year. The Current fiscal year return is computed from May 1 to the current month end. We are comparing the City's return to the average return on the 6 month T-Bill for the same period of time. The City invests in some longer term securities in order to maximize returns. Historically, the City has proven to prevail with this type of philosophy. During sharp rises in interest rates, the City's portfolio may not seem to perform as well, but over time, when combined with the higher returns, the City still comes out ahead. This graph does not include any pension funds.

City of St. Charles Investment Portfolio by Type - January 31, 2019



The chart above displays the City of St. Charles investment portfolio by type of investment. As shown the portfolio is distributed among several investment types. US Treasuries include Treasury Bills, Treasury Notes, Zero Coupon Bonds and Treasury Bonds. The City invests in US Agencies which are government agencies such as Federal Home Loan Bank and Farm Credit Bank. These yield a higher return than treasuries and afford government protection. Money is invested in the Treasurer's Pool, IMET, Commercial Paper and Certificates of Deposit. The City tries to maintain a diversified portfolio to maximize return yet, most importantly, to preserve principal. This chart is only the City's main portfolio and bond investments. SSA 21 and Revenue Bonds money markets are held by Amalgamated Bank in Chicago for investment for those bond issues. This chart does not include pension funds.

City of St. Charles Investment Portfolio Composition - January 31, 2019



The chart above displays the aging of the City of St. Charles investment portfolio. A portion of the City's money is invested in U.S. Agencies, the Treasurer's Pool, commercial paper, collateralized certificates of deposit, as well as IMET (the intergovernmental mutual fund). The City's portfolio is also inflated by bond proceeds which must remain short term to cover construction payouts. The City does invest in some long term securities for capital gains purposes. However, according to policy that amount does not exceed 9% of cost. Timing maturities is very important for the City. We need to allow for cash flow yet maximize return by investing in longer maturities which typically earn a higher yield. Investment maturities are "laddered" as much as possible, to allow for any unforeseen expenditure. The City does not invest funds for the police and fire pension funds, therefore they are not part of this chart.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IB

Title:

Presentation of a Recommendation from Mayor Rogina to appoint Thomas Galante to the Natural Resources Commission

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: March 4, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted: ☐**Executive Summary** *(if not budgeted please explain):*

Request favorable consideration to appoint Thomas Galante to the Natural Resources Commission with a term ending April 30, 2020.

Attachments *(please list):*

Email of interest

Recommendation/Suggested Action *(briefly explain):*

Presentation of a Recommendation from Mayor Rogina to appoint Thomas Galante to the Natural Resources Commission.

From: Tom Galante <[REDACTED]>
Sent: Wednesday, January 09, 2019 5:57 PM
To: Rogina, Raymond
Subject: Re: Visitors Cultural Commission vacancy

Good evening, Mr. Mayor!

With your kind and recent encouragement, I would like be considered for a vacancy on the Natural Resources Commission. My photography and fishing (freshwater and saltwater) hobbies are a constant reminder of the importance of our natural resources to all aspects of the quality of life we enjoy. Any role in encouraging and guaranteeing that quality of life to our community would be rewarding.

Once again, I truly appreciate your consideration and I'm sure you will have a large pool of excellent candidates for these vacancies.

Best regards,

Tom Galante

On Monday, January 7, 2019, 1:49:56 PM CST, Tom Galante [REDACTED] wrote:

Good afternoon, Mr. Mayor!

Thank you for your consideration, and I am definitely interested in future vacancies. I will keep watch on Facebook.

Best regards,

Tom Galante

Professional Summary

Team-oriented lifetime area resident (7 years in St. Charles) with a pleasant personality and extensive professional and personal travel experience. An advocate for St. Charles via social media and daily life, seeking to serve our community.

Experience

Regional Pricing Manager (2011-Present) SunSource, Inc. Addison, IL

- Train and educate Sales and Customer Service on profitable pricing, including travel to regional locations.
- Develop and evaluate regional pricing guidelines and strategy.
- Provide direction to Sales and Customer Service Management to improve velocity of pricing to meet the sales and margin goals of region.
- Determine pricing metrics to manage and drive gross margin improvement.
- Research and analyze market based pricing to support pricing strategy.

District Customer Service Manager (2008-2011) SunSource, Inc. Addison, IL

- Manage 7 inside sales and customer service representatives in two locations.
- Supervise daily activities of the inside sales / customer service team.
- Ensure external and internal customer satisfaction.
- Responsible for contributing to profitability by increasing margin as well as revenue, personnel development, determining return and credit eligibility, performance management, and resolving customer conflicts.
- Serve on ISO and Safety committees representing customer service.

Customer Service Manager (2004-2008) George T. Schmidt, Inc. Niles, IL

- Contributed to weekly production meeting and presented to annual sales/marketing meeting including domestic travel.
- Managed 4 inside sales representatives and 2 field service technicians.
- Supervised daily activities of the inside sales team.
- Interacted with all management levels and functions to ensure customer satisfaction.
- Responsible for performance management, profitable pricing for revenue-generating jobs, personnel development, determining warranty eligibility, and resolving customer conflicts.
- Achieved continuous improvement for the Customer Service function using corporate ISO processes.

Account Manager (1999 – 2003) US Steel Corp. Downers Grove, IL

- Managed over 25 customer accounts with yearly sales up to \$180 million in Illinois, Indiana, Wisconsin, Missouri, California and Oregon.
- Serviced customer accounts including direct customer contact via travel.
- Performed sales forecasting, market analysis, and price quotation.
- Team leader on ISO procedures team.
- Conducted training on profitability software.

Education

1991-1992

University of Notre Dame Notre Dame, IN

Master's Degree in Business Administration with concentrations in Finance and Marketing

1987-1991

Illinois State University

Normal, IL

Bachelor of Science Degree in Marketing; Minor in Business Administration and History

Skills and Activities

- Team leadership
- Interpersonal and written communication
- Strong verbal communication
- Pricing and pricing strategy
- Sales
- Data analysis
- Skilled in Power BI, Windows, Oracle, Microsoft Outlook, Word, Excel, PowerPoint, SalesLogics/GoldMine/ CRM and sales management software, AS400, Lotus Notes, Windows based in-house system
- Amateur photographer with photos published by websites and chambers of commerce
- Fishing, both freshwater and saltwater: catch and release only
- Youth soccer coach for 9 years
- St. Charles East High School athletics booster

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IA

Title:

Presentation of a Recommendation from Mayor Rogina to appoint Ryan Johnson to the Natural Resources Commission

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: March 4, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

☐**Executive Summary** (*if not budgeted please explain*):

Request favorable consideration to appoint Ryan Johnson to the Natural Resources Commission with a term ending April 30, 2022.

Attachments (*please list*):

Email of interest

Recommendation/Suggested Action (*briefly explain*):

Presentation of a Recommendation from Mayor Rogina to appoint Ryan Johnson to the Natural Resources Commission.

From: Ryan Johnson [mailto: [REDACTED]@ [REDACTED].com]
Sent: Tuesday, January 15, 2019 8:28 PM
To: Rogina, Raymond
Subject: Natural Resources Commission Opening

Dear Mayor Rogina,

I'd like to express interest in joining the Natural Resources Commission. I noticed there are a couple of vacancies. I work as a Project Manager for an ecological consulting firm and I have my master's degree in geography. I'm passionate about the field and would be grateful for the opportunity to get involved and serve my community in this manner. I've lived in St. Charles for over 5 years now with my wife, [REDACTED] who is a planner at the city, and our daughter [REDACTED]. I'd really appreciate your consideration.

Thanks,

Ryan Johnson

PS - In the interest of full disclosure, the company I work for, Applied Ecological Services, bids on City projects from time to time. I don't believe the NRC is involved with this side of things, however I wanted to make you aware in case there is a conflict.

Ryan A. Johnson

Charles, IL 60174

@gmail.com

EDUCATION

Master of Arts, Geography

April 2014

University of Iowa, Iowa City, Iowa

- Focus- Landscape Ecology; Remote Sensing

Bachelor of Arts, Geography & Business Administration

May 2011

Augustana College, Rock Island, Illinois

WORK EXPERIENCE

Construction Supervisor/Project Manager

April 2014- present

Applied Ecological Services, Inc., Huntley, Illinois

- Supervised restoration crews and projects to promote effectiveness and efficiency.
- Conducted prescribed burns, applied herbicide, removed brush, and installed native ecosystems.
- Managed clients' needs as well as subcontractors to ensure a quality product for the client.
- Procured and scheduled delivery of project supplies including plant material, rental equipment, etc...

Restoration Technician

January 2014 – March 2014

ENCAP, Inc., DeKalb, Illinois

- Removed invasive species using mechanical removal methods.
- Applied herbicide to limit invasive species growth.

Graduate Research Assistant

January 2012 – December 2013

University of Iowa Department of Geography, Iowa City, Iowa

- Assisted in initiating and organizing a multi-agency (USFWS, TNC, DNR) workshop to develop ecological indicators and promote landscape scale conservation and long-term monitoring of the lower Iowa & lower Cedar River floodplains.
- Conducted vegetation sampling and geolocation over two summers to support classification of vegetation through hyperspectral aerial imagery as part of a National Science Foundation grant.
- Calibrated, tested, troubleshoot, and operated an aerial hyperspectral sensor to collect floodplain vegetation data.

Landscaper

August 2011 – December 2011

Country Landscapes, Inc., North Liberty, Iowa

- Operated heavy equipment including skid loaders, dump trucks, and power hand tools.
- Planted trees and built landscape features including retaining walls, paver patios, and flowerbeds for residential and commercial properties.

Restoration Intern

May – August 2011, December 2011

Boone County Conservation District, Belvidere, Illinois

- Controlled invasive species using mechanical and herbicide applications in prairie, wetland, savannah, and woodlands restorations.
- Harvested and cleaned prairie seed, installed plant plugs, and propagated native seeds.
- Cleared woody encroachment using chainsaws and skid loaders to restore natural areas.

SKILLS & CERTIFICATIONS

- Skilled in safe operation and maintenance of ecological restoration equipment including:
 - Skid Loaders, Tractors, and other heavy machinery
 - Chain saw and brush saw
 - Irrigation set-up, maintenance, and operation
- L-180, S-130/190/290 Wildland Firefighter
- OSHA 30 hour Training
- Illinois pesticide/herbicide operator & applicator license
- Trained in GPS operation and data collection
- Native and invasive plant identification skills
- Skilled in remote sensing and GIS analysis
- Software proficiency:
 - Microsoft Office Suite
 - R and Weka statistical software
 - ERDAS Imagine 2014 and ENVI 5.0 remote sensing analysis software
 - ArcGIS 9.0 and above
 - IDRISI GIS

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IC

Title:

Recommendation to Amend Title 5 “Business Licenses and Regulations”, Chapter 5.09 “Video Gaming”, Section 5.09.030 “Annual Video Gaming License Required” and Section 5.09.060 “Annual License Fee; Proration” of the St. Charles Municipal Code.

Presenter:

Police Chief Keegan

Meeting: City Council

Date: March 4, 2019

Proposed Cost: N/A

Budgeted Amount: \$

Not Budgeted: ☐**Executive Summary** (*if not budgeted please explain*):

In reviewing annual licensing fees pursuant to our upcoming fiscal year, staff conducted a comprehensive survey of comparable communities and has suggested/recommended the following revisions pertaining to our Video Gaming ordinance:

In that fees currently charged to licensed establishments (both in terms of initial licensing and renewals), also be replicated to the terminal operator. Currently, both entities are vetted and licensed by both the State and the City; only the establishment is currently paying a licensing fee.

Fees moving forward are recommended as follows:

Both the “Licensed Establishment” and the “Distributor” would each pay the following fees on an annual basis:

One Thousand Dollars (\$1,000.00) for the initial license and Five Hundred Dollars (\$500.00) for each renewal license; plus One Hundred Dollars (\$100.00) for each Video Gaming Terminal.

Attachments (*please list*):

Proposed Ordinance Revisions

Recommendation/Suggested Action (*briefly explain*):

Recommendation to Amend Title 5 “Business Licenses and Regulations”, Chapter 5.09 “Video Gaming”, Section 5.09.030 “Annual Video Gaming License Required” and Section 5.09.060 “Annual License Fee; Proration” of the St. Charles Municipal Code.

**City of St. Charles, Illinois
Ordinance No. 2019-M-**

**An Ordinance Amending Title 5 “Business Licenses and Regulations”,
Chapter 5.09 “Video Gaming”, Section 5.09.030 “Annual Video Gaming
License Required” and Section 5.09.060 “Annual License Fee; Proration” of
the St. Charles Municipal Code**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES,
KANE AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:**

SECTION ONE: That Title 5 “Business Licenses and Regulations”, Chapter 5.09 “Video Gaming”, Section 5.09.030 “Annual Video Gaming License Required” of the St. Charles Municipal Code be and is hereby amended by adding the following:

ANNUAL VIDEO GAMING LICENSE REQUIRED: No establishment or distributor licensed by the Illinois Gaming Board shall be permitted to operate any Video Gaming Terminal pursuant to the Illinois Video Gaming Act unless the establishment and distributor has first obtained a license and paid an annual license fee to the City as hereafter provided. No license may issue where the license applicants owes a debt, fine, fee or penalty to the City.

SECTION TWO: That Title 5 “Business Licenses and Regulations”, Chapter 5.09 “Video Gaming”, Section 5.09.060 “Annual License Fee; Proration” of the St. Charles Municipal Code, be and is hereby amended by adding the following:

No licensed establishment shall be permitted to operate any video gaming terminal in the city unless said establishment and the distributor has also obtained a license, and paid a yearly fee to the city in the amount established by resolution of the city council from time to time, for each video gaming terminal on its premises. The annual business license fees for a Video Gaming License shall be as follows:

Licensed Establishment:

One Thousand Dollars (\$1,000.00) fee for the initial license and Five Hundred Dollars (\$500.00) for each renewal license; plus One Hundred Dollars (\$100.00) for each Video Gaming Terminal.

Distributor:

One Thousand Dollars (\$1, 000.00) fee for the initial license and Five Hundred Dollars (\$500.00) for each renewal license; plus One Hundred Dollars (\$100.00) for each Video Gaming Terminal.

License fees are payable at the time of application and are not subject to proration and are not refundable.

SECTION THREE: That, after the adoption and approval hereof, this Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the City Council of the City of St. Charles, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

SECTION FOUR: This Ordinance shall be in full force and effect ten (10) days from and after its passage by a vote of the majority of the corporate authorities now holding office, approval and publication in the manner provided by law.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 4th day of March, 2019.

PASSED by the City Council of the City of St. Charles, Illinois this 4th day of March, 2019.

APPROVED by the Mayor of the City of St. Charles, Illinois, this 4th day of March, 2019.

Raymond P. Rogina, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes : _____

Nays : _____

Absent : _____

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: ID

Title:

Recommendation to Approve the Purchase and Installation of Furniture, Finishes, and Equipment for the New Police Facility

Presenters:

Erik Mahan, Deputy Chief – Police Administration

Meeting: City Council

Date: March 4, 2019

Proposed Cost: \$582,341.96

Budgeted Amount: \$752,000

Not Budgeted: ☐**Executive Summary** *(if not budgeted please explain):*

Staff is seeking approval to purchase furniture, finishes, and other equipment for installation and use in the new police department facility.

FGM Architects has been under contract to perform interior design work for the new police station. They have worked with Police Department staff to choose furniture, colors, fabrics, and layouts. Through FGM we are working to purchase all of these items through two purchasing cooperatives, Sourcewell (formerly NJPA) and National IPA. The local vendor through those purchasing contracts is Interiors For Business in Batavia. These contracts have been competitively bid and publicly awarded.

Interiors For Business has provided a quote for all items, including installation in the amount of \$582,341.96. The purchase and installation cost of these furniture items and finishes, falls within our original proposed total allowances for items to be purchased by the City in this project. The original proposed total allowance for items to be purchased by the city was \$752,000.

Attachments *(please list):*

Quote: Interiors for Business.

Design Images

Sourcewell and IPA Contract Information.

Recommendation/Suggested Action *(briefly explain):*

Staff recommends the approval of the purchase and installation of furniture and finishes for the new Police Department facility through the Sourcewell Purchasing Cooperative in the amount of \$582,341.96



Interiors for Business, Inc.
409 N. River Street
Batavia, Illinois 60510
630.761.1070 Main
630.761.1065 Fax
www.interiorsforbusiness.com

QUOTE

CUSTOMER

St. Charles Police Department

DATE
TERMS
PROJECT

2/28/2019
Net 15
1st and 2nd Floor Budget Summary -
REVISED (3)

WORKPLACE CONSULTANT Paul Jezior x54
DESIGNER Elena Griesbaum x35
CUSTOMER SERVICE Jenny Dewey x23

#	QTY	DESCRIPTION	AMOUNT	EXTENDED
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MATERIAL SUMMARY

1		Material Total for First and Second Floors	508,360.14	508,360.14
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FREIGHT

1		From Manufacturers to IFB's Designated Warehouse	3,381.75	3,381.75
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LABOR

1		Meet Steelcase Trucks Onsite / Receive and Install	70,600.00	70,600.00
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All Work to be Completed during Regular Business Hours
Monday through Friday - Areas must be Free and Clear Prior
to Delivery / Installation - All Electrical / Data Connections and
Disconnections to be Done by Others - Includes Trash Removal
to Installer's Dumpster

To accept this order please sign and return.

X

Print Name:

PO Number:

Material	508,360.14
	-
Sales Tax 8.00%	-
Freight	3,381.75
Labor	70,600.00
Design	-
Total \$	582,341.89

Downpayment required at time of order - Ask about available leasing options - This quote is valid for 30 days



Interiors for Business, Inc.
409 N. River Street
Batavia, Illinois 60510
630.761.1070 Main
630.761.1065 Fax
www.interiorsforbusiness.com

QUOTE

CUSTOMER

St. Charles Police Dept.

DATE TERMS PROJECT

2/26/2019
Net 15
Labor Options

WORKPLACE CONSULTANT Paul Jezior x54
DESIGNER Elena Griesbaum x35
CUSTOMER SERVICE Jenny Dewey x23

#	QTY	DESCRIPTION	AMOUNT	EXTENDED
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**All Work to be Completed during Regular Business Hours
Monday through Friday - Areas must be Free and Clear Prior
to Delivery / Installation - All Electrical / Data Connections and
Disconnections to be Done by Others - Includes Trash Removal
to Installer's Dumpster**

LABOR OPTIONS

MID - Receive / Deliver / Install	77,341.00
ISI - Receive / Deliver / Install	76,390.00
HAUSERMAN - Meet Steelcase Trucks Onsite / Receive and Deliver Ancillary / Install	70,600.00

To accept this order please sign and return.

X

Print Name:

PO Number:

Material	-
Sales Tax 8.00%	-
Freight	-
Labor	-
Design	-
Total \$	-

Downpayment required at time of order - Ask about available leasing options - This quote is valid for 30 days



Contract Acceptance and Award

(To be completed only by NJPA)

NJPA #031715 FURNITURE WITH RELATED ACCESSORIES AND SERVICES

Steelcase, Inc.

Proposer's full legal name

Your proposal is hereby accepted and awarded. As an awarded Proposer, you are now bound to provide the defined product/equipment and services contained in your proposal offering according to all terms, conditions, and pricing set forth in this RFP, any amendments to this RFP, your Response, and any exceptions accepted or rejected by NJPA on Form C.

The effective start date of the Contract will be July 22nd, 20 15 and continue for four years from the board award date. This contract has the consideration of a fifth year renewal option at the discretion of NJPA.

National Joint Powers Alliance® (NJPA)

NJPA Authorized signature:

NJPA Executive Director

Dr. Chad Coquette

(Name printed or typed)

Awarded this

9th

day of

April

, 20

15

NJPA Contract Number #031715-STI

NJPA Authorized signature:

NJPA Board Member

Scott Veroneo

(Name printed or typed)

Executed this

9th

day of

April

, 20

15

NJPA Contract Number #031715-STI

Proposer hereby accepts contract award including all accepted exceptions and NJPA clarifications identified on FORM C.

Vendor Name

Steelcase Inc.

Vendor Authorized signature:

[Signature]

Keith Swayman

(Name printed or typed)

Title:

Pricing & Contracts Manager

Executed this

12th

day of

May

, 20

15

NJPA Contract Number #031715-STI

**Letter of Agreement
To Extend the Contract**

Between

**Steelcase, Inc.
901 44th St. SE
Grand Rapids, MI 49508-7575**

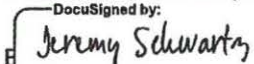
And

**Sourcwell, Formerly National Joint Powers Alliance (NJPA)
202 12th Street NE
Staples, MN 56479
Phone: (218) 894-1930**

The Vendor and Sourcwell have entered into an Agreement (Contract #031715-STI) for the procurement of Furniture with Related Accessories and Services. This Agreement has an expiration date of April 9, 2019, but the parties may extend the Agreement for one additional year by mutual consent.

The parties acknowledge that extending the Agreement for another year benefits the Vendor, Sourcwell and Sourcwell's members. The Vendor and Sourcwell therefore agree to extend the Agreement listed above for a fifth year. This existing Agreement will terminate on April 9, 2020. All other terms and conditions of the Agreement remain in force.

Sourcwell, Formerly National Joint Powers Alliance (NJPA)

DocuSigned by:

78144D620E884E3...
Procurement/CPU, Its: **Director of Operations &**

Name printed or typed: Jeremy Schwartz

Date 11/29/2018 | 11:37 PM CST

Steelcase, Inc.

By: , Its: **Manager, Pricing & Contracts**

Name printed or typed: Christopher R. Brown

Date 12/3/2018

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS
 AND SPECIFICATIONS REQUEST**

Form C : RFP #031715 – Furniture with Related Accessories and Services

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS
 AND SOLUTIONS REQUEST**



Company Name: Steelcase Inc.

Responding Name: Kevin Loubert Phone: 616-246-9455

Note: Original must be signed and inserted in the inside front cover pouch.

Any exceptions to the Terms, Conditions, Specifications, or Proposal Forms contained herein shall be noted in writing and included with the proposal submittal. Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA and may or may not be included in the final contract. NJPA may clarify exceptions listed here and document the results of those clarifications in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
3.14/6	Manufacturer as a Proposer: If the Proposer is a Manufacturer or wholesale distributor, the response received will be evaluated on the basis of a response made in conjunction with that Manufacturer's authorized Dealer Network. Unless stated otherwise, a Manufacturer or wholesale distributor Proposer is assumed to have a documented relationship with their Dealer Network where that Dealer Network is informed of, and authorized to accept, purchase orders pursuant to any Contract resulting from this RFP on behalf of the Manufacturer or wholesale distributor Proposer. Any such dealer will be considered a subcontractor of the Proposer/Vendor. The relationship between the Manufacturer and wholesale distributor Proposer and its Dealer Network may be proposed at the time of the	<u>Steelcase sells its products through authorized Steelcase dealers that are independently owned and operated. Therefore, Steelcase would need to be identified as "Manufacturer" and some provisions throughout the Terms and Conditions would require revisions in order to incorporate "Manufacturer" where appropriate, and to clarify and differentiate the roles of "Vendor" (Steelcase Participating Dealers) and Manufacturer. In certain situations or locations where no Dealer is available or Dealer and Steelcase agree to jointly handle the sale, Steelcase may also fulfill the obligations of Dealer.</u>	NJPA Accepts

	proposed submission if that fact is properly identified.		
3.23/7 Form D/40	Sole Source of Responsibility- NJPA desires a "Sole Source of Responsibility" Vendor. This means the vendor will take sole responsibility for the performance of delivered equipment/products/services.	<p>We request to add the following language:</p> <p>Upon notice from NJPA of a failure by Dealer to perform its obligations under any relevant Order, Steelcase shall perform and do all things necessary to remedy the failure of Dealer to perform its obligations under the relevant Order (including where arising out of this Agreement). Steelcase shall perform the relevant obligations and assume all obligations and liabilities of Dealer as if the same were direct obligations of Steelcase until the failure has been remedied as provided under this Agreement.</p>	NJPA Accepts
3.34/9	Delivered and operational: Products/equipment offered herein are to be proposed based upon being delivered and operational at the NJPA Member's site. Exceptions to "delivered and operational" must be explicitly disclosed in the "Total Cost of Acquisition" section of your proposal response.	<p>Products offered as part of this contract are always "delivered" as part of the order and will always be intended to be first quality yet may not be "operational" (installed) if the NJPA member chooses to use other sources for the installation of the furniture. Our discount structure is based on a drop ship basis such that the cost of delivery of product to customer site is included in the contracted price. While in most all cases the Steelcase dealer quotes the installation of the product as well to provide a complete turnkey process to provide solutions that are delivered and operational, the NJPA member does have the option of using their own sources of labor to install the product which "could" interfere with providing "operational" solutions.</p> <p>See further explanation of the provisions that apply whenever installation is performed by authorized Steelcase dealers.</p>	NJPA Accepts
5.50/20	If completed deliveries are not made at the time agreed, NJPA or its members reserves the right to cancel and purchase elsewhere and hold vendor accountable.	Participating Steelcase Dealer and Steelcase will use their best efforts to comply with delivery dates requested by Member on Orders. For Large Orders, Steelcase recommends that Member provide as much notice as possible to Steelcase Participating Dealer in advance of the purchase order to reserve manufacturing capacity. Steelcase Participating Dealer shall acknowledge receipt of each Order to Member, noting the	NJPA Accepts

		<p>acknowledged Steelcase ship and scheduled local delivery dates</p> <p>Steelcase may provide temporary furniture (at no cost to NJPA or NJPA member), reasonably acceptable to NJPA, to replace the delayed Product such that all delays and expenses of NJPA are minimized. If Steelcase fails to provide temporary furniture NJPA or its members may cancel the order limited to products that are already in manufacture process which may include a charge.</p>	
5.35.2/18	<p>Request price changes in general terms along with the justification by Product category for the change.</p> <p>Price increases will not exceed industry standard.</p>	<p>We will extend the same price list commitment that is included in our current agreement (current price list at time of order entry. A 30 day written notification will be given to NJPA prior to increases) Steelcase reserves the right to institute a surcharge in the event of any significant industry-wide price increase for commodities used in the manufacture or distribution of products during the term of this contract. Steelcase will provide documentation to NJPA verifying the industry-wide price increase to the extent such documentation is reasonably available.</p>	See Clarification #1
5.43/19	<p>Payment terms will be defined by the Proposer in the Proposer's Response. Proposes are encouraged to offer payment terms through P Card services if applicable.</p>	<p>We will extend the same payment terms established in our current Agreement. Invoices, inclusive of applicable sales or use taxes and/or surcharges will be issued by Dealer upon delivery of the Products and will be paid within ten (10) days from the date of invoice. For Large Orders, Members will be invoiced 40% at time of order placement, 50%at delivery and the 10% balance upon completion of installation. A service charge of 1 ½ per month (18% per annum) may be added to invoiced unpaid as of the due date. If partial delivery of an order is made, Member will make payment for Products delivered and services provided. Dealer will invoice Member for shortages or replacement upon delivery of those items.</p>	NJPA Accepts
5.48/20	<p>All shipping and re-stocking fees must be identified in the price program. Certain industries providing made to order product/equipment may not</p>	<p>All Steelcase products are manufactured to our customers' specifications and, therefore, are not subject to return. However, non-conforming products will be repaired or</p>	NJPA Accepts

	allow returns. Proposers will be evaluated based on the relative flexibility extended to NJPA and NJPA Members relating to those subjects.	replaced at no charge to the customer. A product is considered non-conforming if it is defective or if it fails to comply with our published Specification Guide information or the Member's purchase order. Replacement orders for non-conforming products will be processed immediately and Steelcase will expedite the shipment of those replacement items to the location specified by the Member.	
5.56/20	Reject in Whole or Part Unless contrary to other parts of this solicitation, if the product/equipment or the tender of delivery fail in any respect to conform to this Contract, the purchasing member may: 1) reject the whole, 2) accept the whole or 3) accept any commercial unit or units and reject the rest.	- Non-conforming products will be repaired or replaced at no charge to the Member. A product is considered non-conforming if it is defective or if it fails to comply with our published Specification Guide information or the Member's purchase order. Replacement orders for non-conforming products will be processed immediately and Steelcase will expedite the shipment of those replacement items to the location specified by the Member.	NJPA Accepts
6.29/25	<p>This Administration Fee shall be:</p> <p>6.29.1 Calculated as a percentage of the dollar volume of all equipment/products and services provided to and purchased by NJPA Members or calculated as reasonable and acceptable method applicable to the contracted transaction; and</p> <p>6.29.2 Included in, and not added to, the pricing included in Proposer's Response to the RFP; and</p> <p>6.29.3 Designed to offset the anticipated costs of NJPA's involvement in contract management, facilitating marketing efforts, Vendor training, and any order processing tasks relating to the Contract resulting from this RFP. Administrative fees may also be used for other purposes as allowed by Minnesota law. Administrative fees may also be used for other purposes as allowed by</p>	<p>We will be supporting the same Administration Fee terms that are included in our current agreement. (1% of net product sales)</p> <p>As a manufacturer that does not retain data associated with services provided by its independent dealers, the administrative fee paid is based on product only (and not on services). The NJPA member has the sole discretion, not to be influenced by Steelcase, as to the contract vehicle they wish to use. In the event that the member uses any Group Purchasing Organization contract, a local, state or federal purchasing contract or any other contract vehicle; Steelcase will not pay an administrative fee NJPA for volume purchased under those contracts.</p>	NJPA Accepts

	<p>Minnesota law.</p> <p>6.29.4 Typical administrative fees for a B-TO-G order process and funds flow is 2.0%. NJPA does not mandate a specific fee percentage, we merely state that 2% is a typical fee across our contracts.</p> <p>The administrative fee percent varies among vendors, industries and responses.</p> <p>6.29.5 NJPA awarded contract holder is responsible for the Administrative Fee and related reporting.</p>		
7.7/28	<p>A report of the total gross dollar volume of all equipment/products and related services purchased by NJPA Members as it applies to this RFP and Contract will be provided quarterly to NJPA. The form and content of this reporting will provided by NJPA to include, but not limited to, name and address of purchasing agency, member number, amount of purchase, and a description of the items purchased.</p>	<p>We will provide a quarterly report of the total gross dollar volume of all equipment/products. As a manufacturer that does not retain data associated with services provided by it independent dealers, the reporting provided on a quarterly basis by Steelcase provides data on product sales only.</p>	<p>NJPA Accepts</p>
7.8/28	<p>Audits</p>	<p>Steelcase and Steelcase Participating Dealers shall make available to NJPA representatives no more than once per calendar year, during reasonable business hours and upon reasonable notice during the term of the agreement and upon two (2) years thereafter, any books, records and invoices directly to the respective performance under this agreement. The Parties will make its best efforts to resolve any discrepancies in a fair and equitable manner.</p>	<p>NJPA Accepts</p>
7.17/29	<p>NJPA may execute Contract termination without cause with a required 60-day written notice of termination. Termination of Contract shall not relieve either party of financial, product or service</p>	<p>We request for Steelcase to have termination for convenience rights.</p> <p>Any Party may terminate its participation in the Agreement at any time upon sixty (60) days written notice to the other parties.</p>	<p>NJPA Accepts</p>

	obligations incurred or accrued prior to termination	Termination of Contract shall not relieve either party of financial, product or service obligations incurred or accrued prior to termination	
8.5/30	Jurisdiction	While any claims brought forth against NJPA will be brought forth in the courts of Todd County located in the State of Minnesota, any claims arising from the RFP and contract against Steelcase shall be brought forth only in courts located in the State of Michigan.	See Clarification #2
8.11/31	No right or interest in this Contract shall be assigned or transferred by the Vendor without prior written permission by the NJPA. No delegation of any duty of the Vendor shall be made without prior written permission of the NJPA. NJPA shall notify members by posting approved assignments on the NJPA website (www.njpacoop.org) within 15 days of NJPA's approval.	<p>Because the Steelcase dealers are independently owned and operated, no single entity has the authority to sign an Agreement on their behalf. Therefore, this business opportunity is being considered by Steelcase as an open "Offer to Purchase" to support NJPA members discounted purchases of office furniture within the United States through Steelcase dealer network.</p> <p>Upon successful award of the RFP and execution of an Agreement, a letter announcing the availability of this NEW contract would be sent to all authorized Steelcase dealers, inviting them to participate in the NJPA Offer to Purchase. If they choose to participate, they must return a signed participation letter to Grand Rapids, at which time they will be sent the open quote that will be developed to support the contract. Such Participating Dealers, in their role as "Seller", will then have access to the discounts available from the Steelcase under this Offer to Purchase. Participating Dealers may withdraw from this program at any time upon thirty (30) days written notice to Steelcase and to NJPA; and other authorized Steelcase dealers may be added to the program in the future upon their execution of a participating letter. Furthermore, either NJPA or Steelcase may terminate this Offer to Purchase at any time upon sixty (60) days written notice to the other party.</p> <p>The pricing structure that is included with</p>	See Clarification #3

		this response has been recommended to our dealers, based upon discussions with several prospective Participating Dealers. However, our dealers retain ultimate responsibility to independently negotiate the prices to their customers.	
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Form C: Exceptions to Proposal, Terms, Conditions and Specifications Request - RFP#031715

IMPORTANT NOTE: While Steelcase has reviewed the RFP in whole and taken the following exceptions, the RFP parameters may not be all-inclusive and additional terms may need to be reviewed and discussed by parties prior to finalizing a mutually agreeable contract.

Whenever installation is performed by authorized Steelcase dealer, the following general provisions shall apply:

A. Labor Charges

Installation will be performed by an authorized Steelcase dealer and is based on delivery during normal working hours within the authorized Steelcase dealer's standard service area, utilizing non-union labor. Additional labor charges may result from the following, and shall be confirmed to Member in advance:

- Work performed outside of the normal working hours at Member's request.
- Delivery and Installation outside the standard service area.
- Use of union labor due to trade regulations.
- Furniture lighting, HVAC, cabling, wiring, prewired panels, power hook-up and various electrical work.
- Work disruptions due to other trades, unions or subcontractors.

B. Condition of Job Site

The job site shall be clean and free of debris prior to installation. Adequate facilities for offloading, staging, moving, and handling of Products shall be provided without charge by Member.

C. Job Site Service

Electric current, heat, hoisting and/or elevator service, and containers for the disposal of packing materials will be furnished without charge by Member.

D. Storage Space

After the Products arrive at the designated site, safe and adequate storage space will be provided by Member if immediate installation cannot be accomplished. If the space provided is inadequate, requiring excessive sorting or movement, a charge may be applied based upon agreement between Member and authorized Steelcase dealer.

E. Assembly

Authorized Steelcase dealer's ability to assemble Products shipped knocked down or to attach, affix, or bolt in place movable Products is sometimes dependent on union jurisdictional agreements. If trade regulations in force at the time of installation require the use of union tradesmen or tradesmen other than authorized Steelcase dealer's own installation personnel at the site, all resulting additional charges (e.g., the differential between union's or other tradesmen's hourly rate and the non-union hourly rate of authorized Steelcase dealer's personnel) will be paid by Member.

F. Damage

Any loss or damage to the Products by weather, other trades (such as painting or plastering), fire, or other elements shall be the responsibility of Member after the Products are delivered by authorized Steelcase dealer; and Member agrees to hold authorized Steelcase dealer and Steelcase harmless from loss for such reason. Notwithstanding the foregoing, however, any loss or damage to the Products caused by authorized Steelcase dealer, its employees or subcontractors during installation shall be the responsibility of authorized Steelcase Dealer.

G. Insurance

During the term of this Agreement, Dealer and Awarded Vendor will each maintain all applicable insurance coverage consistent with local insurance requirements; and Dealer's insurance shall be primary. Insurance certificates are available from Dealer or Awarded Vendor upon request. Fire, tornado, flood, earthquake, windstorm, and other all risks insurance coverage and other applicable insurance at the site will be the responsibility of Member (including any deductibles thereunder).

H. Delays

In the event that physical delivery and/or installation are delayed at Member's designated location due to causes outside the control of authorized Steelcase dealer or Steelcase, the Products will be stored at Member's expense. All charges (e.g., labor for loading and unloading, transfer fees) related to the delay will be confirmed to Member by authorized Steelcase dealer at the time of the delay. Invoices for Products will be sent by authorized Steelcase dealer to be paid as if the Products had been delivered as scheduled.

Vendor Questionnaire – Form P

3) Member shall initiate orders by sending to Steelcase Participating Dealer a written or EDI purchase order ("Order") containing the minimum required information listed below:

- Member's Order reference number.
- NJPA Steelcase Contract #
- NJPA Member #
- Designation of Products (e.g., style number) and/or services covered by the Order.
- Designation of surface materials.
- Quantity ordered.
- Price
- Requested delivery date.
- "Ship to" address including contact name, dock information, etc.
- Billing address for invoices.
- Any special shipping or handling requirements.
- For Details Products, specify "ship complete" unless split shipments are acceptable.

Steelcase Participating Dealer and Steelcase will use their best efforts to comply with delivery dates requested by Member on Orders. For Large Orders*, Steelcase recommends that Member provide as much notice as possible to Steelcase Participating Dealer in advance of the Order to reserve manufacturing capacity. Steelcase Participating Dealer shall acknowledge receipt of each Order to Member, noting the acknowledged Steelcase ship and scheduled local delivery dates.

Member shall have the right to change or cancel any Order by delivering written notice to Steelcase Participating Dealer. Except as otherwise provided herein, any such change or cancellation shall be without charge prior to

Steelcase's commencement of production of such Order. If production has begun (including the ordering of parts and materials), a charge may be applied up to the full invoice amount of the Order. In determining applicable charges for change or cancellation, each request shall be reviewed on an individual basis taking into consideration the complexity and the scheduled ship date. Steelcase Participating Dealer and Steelcase will endeavor to minimize any charges to Member as a result of a request for change or cancellation and will use commercially reasonable efforts to accommodate Member's requests for changes. There is no guarantee that production schedules will be available to match requested changes. Steelcase shall identify any applicable charges at the time the change/cancellation request is received by Steelcase; and Member shall, at that time, determine if it wishes to proceed with such change/cancellation. No such charge shall exceed the invoice amount of the changed/cancelled portion of the Order plus any Steelcase Participating Dealer-related costs (e.g., design) if applicable. In no event shall the change/cancellation charge(s) include any penalties to Member. The following are not subject to change or cancellation without charge once the Order has been received by Steelcase: Special Products, Products using Customer's Own Material ("COM"), quick ship orders, Turnstone and service parts, Large Orders* imported Coalesse, and Coalesse Werndl. Changes and cancellations of Architectural Solutions Products may be made, but may result in additional charges and/or schedule adjustments after order has been placed with Steelcase or after shop drawings have been approved. Additional charges and schedule impact will vary depending on the complexity of the change and schedule impact. All questions relating to change order or cancellation must be made with your Steelcase participating dealer who will contact the project manager and the Steelcase on your order.

*Large Order: One quantity of Products to be shipped at one time to one location with a minimum list price value of:

Steelcase Products (other than exceptions below).....	USD 500,000 or equivalent
Coalesse.....	USD 75,000 or equivalent
Details and Worktools Products.....	USD 25,000 or equivalent
Turnstone, Steelcase Health.....	USD 150,000 or equivalent

18) All shipments for the Continental United States will be FOB NJPA Member's Designated Location with freight prepaid and allowed by Steelcase. Title and risk of loss or damage shall pass to customer upon delivery at customer's designated location. Shipments destined for Hawaii or Alaska will be quoted upon request. If special packaging or handling is required, it will be subject to an additional charge. Transportation claims for all Products delivered by a Steelcase Participating Dealer will be filed by Steelcase Participating Dealer. For drop shipments, it will be Member's responsibility to inspect the Products upon delivery and report claims to Steelcase Participating Dealer within 15 days of receipt to ensure that proper claims procedures are followed in the event of damage. Damaged Products will be repaired or replaced as appropriate.

19) Prices offered in this proposal are SIMILAR TO those typically offered to cooperative procurement organizations or state purchasing departments.

Proposer's Signature: _____

Date: _____

3/12/15

NJPA CLARIFICATIONS:

1. NJPA must approve any price increases. Price increases are subject to any restrictions set forth in Minnesota law.
2. This provision does not affect the governing law of any claims arising from purchase orders as stated in Paragraph 7.2 of the RFP.
3. The dealers may only negotiate their prices to the extent that the price is not higher than the Contract price.



Contract Award
RFP #031715

FORM D



Formal Offering of Proposal
(To be completed Only by Proposer)

FURNITURE WITH RELATED ACCESSORIES AND SERVICES


In compliance with the Request for Proposal (RFP) for FURNITURE WITH RELATED ACCESSORIES AND SERVICES the undersigned warrants that I/we have examined this RFP and, being familiar with all of the instructions, terms and conditions, general specifications, expectations, technical specifications, service expectations and any special terms, do hereby propose, fully commit and agree to furnish the defined equipment/products and related services in full compliance with all terms, conditions of this RFP, any applicable amendments of this RFP, and all Proposer's Response documentation. Proposer further understands they accept the full responsibility as the sole source of responsibility of the proposed response herein and that the performance of any sub-contractors employed by the Proposer in fulfillment of this proposal is the sole responsibility of the Proposer.

Company Name: Steelcase Inc. Date: March 18th 2015

Company Address: 901 44th Street SE

City: Grand Rapids State: MI Zip: 49508-7594

Contact Person: Kevin Loubert Title: Industry Leader, State & Local Gov.

Authorized Signature: (ink only):  Kevin Loubert
(Name printed or typed)



Contract Acceptance and Award

(To be completed only by NJPA)

NJPA #031715 FURNITURE WITH RELATED ACCESSORIES AND SERVICES

Steelcase, Inc.

Proposer's full legal name

Your proposal is hereby accepted and awarded. As an awarded Proposer, you are now bound to provide the defined product/equipment and services contained in your proposal offering according to all terms, conditions, and pricing set forth in this RFP, any amendments to this RFP, your Response, and any exceptions accepted or rejected by NJPA on Form C.

The effective start date of the Contract will be July 22nd, 20 15 and continue for four years from the board award date. This contract has the consideration of a fifth year renewal option at the discretion of NJPA.

National Joint Powers Alliance® (NJPA)

NJPA Authorized signature:

NJPA Executive Director

Dr. Chad Coauette

(Name printed or typed)

Awarded this

9th

day of April

, 20 15

NJPA Contract Number #031715-STI

NJPA Authorized signature:

NJPA Board Member

Scott Veroneo

(Name printed or typed)

Executed this

9th

day of April

, 20 15

NJPA Contract Number #031715-STI

Proposer hereby accepts contract award including all accepted exceptions and NJPA clarifications identified on FORM C.

Vendor Name

Steelcase Inc.

Vendor Authorized signature:

[Signature]

Keith Swayman

(Name printed or typed)

Title:

Pricing & Contracts Manager

Executed this

12th

day of

May

, 20 15

NJPA Contract Number #031715-STI

PROPOSER ASSURANCE OF COMPLIANCE



Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, representing the persons, firms and corporations joining in the submission of the foregoing proposal (such persons, firms and corporations hereinafter being referred to as the "Proposer"), being duly sworn on his/her oath, states to the best of his/her belief and knowledge:

1. The undersigned certifies the Proposer is submitting their proposal under their true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, that the Proposer possesses, or will possess prior to the delivery of any equipment/products and related services, all applicable licenses necessary for such delivery to NJPA members agencies nationally, and that they are authorized to act on behalf of, and encumber the "Proposer" in this Contract; and
2. To the best of my knowledge, no Proposer or Potential Proposer, nor any person duly representing the same, has directly or indirectly entered into any agreement or arrangement with any other Proposers, Potential Proposers, any official or employee of the NJPA, or any person, firm or corporation under contract with the NJPA in an effort to influence either the offering or non-offering of certain prices, terms, and conditions relating to this RFP which tends to, or does, lessen or destroy free competition of the Contract sought for by this RFP; and
3. The Proposer or any person on his/her behalf, has not agreed, connived or colluded to produce a deceptive show of competition in the manner of the proposal or award of the referenced contract; and
4. Neither the Proposer nor any officer, director, partner, member or associate of the Proposer, nor any of its employees directly involved in obtaining contracts with the NJPA or any subdivision of the NJPA, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses, bribery, attempted bribery or conspiracy to bribe under the laws of any state or federal government for acts or omissions after January 1, 1985; and
5. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request and other documents of this solicitation and that any and all exceptions have been noted in writing and have been included with the proposal submittal; and
6. If awarded a contract, the Proposer will provide the equipment/products and/or services to qualifying members of the NJPA in accordance with the terms, conditions, scope of this RFP, Proposer offered specifications and other documents of this solicitation; and
7. The undersigned, being familiar with and understand the expectations requested and outlined in this RFP under consideration, hereby proposes to deliver through valid requests, Purchase Orders or other acceptable forms ordering and procurement by NJPA Members. Unless otherwise indicated, requested and agreed to on a valid purchase order per this RFP, only new, unused and first quality equipment/products and related services are to be transacted with NJPA Members relating to an awarded contract; and
8. The Proposer has carefully checked the accuracy of all proposed products/equipment and related services and listed total price per unit of purchase in this proposal to include shipping and delivery considerations. In addition, the Proposer accepts all general terms and conditions of this RFP, including all responsibilities of commitment as outlined and proposed; and

9. In submitting this proposal, it is understood that the right is reserved by the NJPA to reject any or all proposals and it is agreed by all parties that this proposal may not be withdrawn during a period of 90 days from the date proposals were opened regarding this RFP; and
10. The Proposer certifies that in performing this Contract they will comply with all applicable provisions of the federal, state, and local laws, regulations, rules, and orders; and
11. The Proposer understands that submitted proposals which are marked "confidential" in their entirety, or those in which a significant portion of the submitted proposal is marked "nonpublic" **will not** be accepted by NJPA. Pursuant to Minnesota Statute §13.37 only specific parts of the proposal may be labeled a "trade secret." All proposals are nonpublic until the contract is awarded; at which time, both successful and unsuccessful vendors' proposals become public information.
12. The Proposer understands and agrees that NJPA will not be responsible for any information contained within the proposal.
13. By signing below, the Proposer understands it is his or her responsibility as the Vendor to act in protection of labeled information and agree to defend and indemnify NJPA for honoring such designation. Proposer duly realizes failure to so act will constitute a complete waiver and all submitted information will become public information; additionally failure to label any information that is released by NJPA shall constitute a complete waiver of any and all claims for damages caused by the release of the information.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands and agrees to comply with the terms and conditions specified above.

Company Name: Steelcase Inc.

Contact Person for Questions: Kevin Loubert
(Must be individual who is responsible for filling out this Proposer's Response form)

Address: 901 44th Street SE

City/State/Zip: Grand Rapids, MI 49508-7594

Telephone Number: 616-247-2710 Fax Number: 616.246.4918

E-mail Address: kloubert@steelcase.com

Authorized Signature: 

Authorized Name (typed): Kevin Loubert

Title: Industry Leader, State & Local Government Solutions

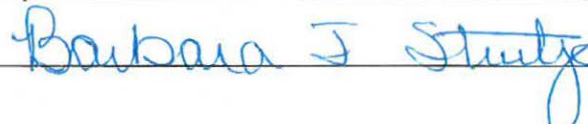
Date: March 11th 2015

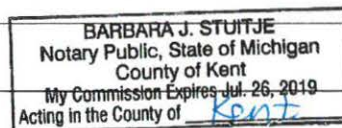
Notarized

Subscribed and sworn to before me this 11th day of March, 20 15

Notary Public in and for the County of Kent State of MI

My commission expires: _____

Signature: 



Form P

Proposer Name: Steelcase Inc.

Questionnaire completed by: Kevin Loubert

Payment Terms and Financing Options

1. Identify your payment terms if applicable. (Net 30, etc.)

The payment terms in place with the current NJPA/Steelcase contract will be extended to any new contract. The current agreement states:

8.14 Invoicing and Terms of Payment. Invoices, inclusive of applicable sales or use taxes and/or surcharges will be issued by Dealer upon delivery of the Products and will be paid within ten (10) days from the date of invoice. For Large Orders (as defined in Exhibit O), Members will be invoiced 40% at time of order placement, 50% at delivery and the 10% balance upon completion of installation. A service charge of 1 ½% per month (18% per annum) may be added to invoiced unpaid as of the due date. If partial delivery of an order is made, Member will make payment for products delivered and services provided. Dealer will invoice Member for shortages or replacement upon delivery of those items.

2. Identify any applicable leasing or other financing options as defined herein.

Steelcase Financial Services offers flexible and convenient financing alternatives that let you create an inspiring workplace while conserving capital, preserving bank lines and reducing tax liabilities.

Wholly owned by Steelcase Inc., Steelcase Financial services is the office furniture industry's only captive finance company. That means greater flexibility, because our goal is to build long-terms, ongoing relationships with our customers and give you the best value possible.

Form P

**FINANCIAL
SERVICES**
workplace services

Leasing Options: Steelcase provides NJPA Members several leasing options offered through its wholly owned Steelcase Financial Services Inc. For over 20 years, Steelcase Financial has provided flexible and convenient lease alternatives that allow our clients to create an inspiring workplace while conserving capital. And Steelcase Financial is the office furniture industry's only captive lease/finance company. That means greater flexibility and "one-stop shopping," because our goal is to build long-term, ongoing relationships with our customers and give NJPA Members the best value possible. Choices include:

- Fair Market Value Lease
- 10% Purchase Option Lease
- \$1 Buy-Out Lease for both tax exempt state and local municipalities, 501(c)3 not-for-profit agencies and commercial entities.

Leases can be customized to each client and could include additional products other than the office furniture, technology and architectural products sold by Steelcase. And, up to 20% "soft-costs" (like design, delivery and installation services) can be added to the lease.

Financial Services: Steelcase Financial Services interest rates are based, in part, on Libor at the time of lease quote. The payment factors are indexed using the 3-year Libor Swap Rate (the "Index"). The payment may be adjusted upward if there is an increase in the Index at the time of Equipment Schedule preparation. The payment factor will be increased by 0.000006 for each one (1) basis point increase in the Index, and will become fixed upon execution of the Equipment Schedule.

Form P

- Tax exempt municipal leasing with non-appropriations clause & standard commercial leases are available. (5.43)
- The index rate that may be adjusted is the 3-year Libor Swap Rate. (5.43.1.2)
- Standard terms range from 12 months to 60 months, and up to 84 months depending on the credit. (5.43.1.4)

Purchase Option: The Purchase Option varies depending upon the type of lease selected by the client. With Fair Market Value leases, clients enjoy the flexibility of purchasing for the fair market value of the products at the end of the lease term or if they choose, can return the products to Steelcase Financial Services or renew the lease. \$1 Buy Out leases have a bargain purchase of \$1.00 at the end of the lease term.

Contact:

Steelcase Financial Services Inc.
901 44th Street, SE
Grand Rapids, MI 49508

Steelcase Financial Services is a wholly owned subsidiary of Steelcase Inc.

As a value added attribute, Steelcase will offer to NJPA members any established, below-market promotional financing/lease program rates marketed by Steelcase Financial Services Inc. at the time of quote. The current Smart Financing promotional offer provides \$1 Buy-Out leases as low as 0% for 24 months and generous Fair Market Value (FMV) leases. By way of example, our FMV 60-month term has a lease rate factor of 0.015769 that when multiplied by the price of \$50,000 in products equals 60 monthly payments of only \$788.45.

Please refer to Exhibit P for more information.

Form P

An additional financing option available to NJPA Members would be leasing options from National Cooperative Leasing, an NJPA contracted service provider.



Tax Exempt Municipal Lease

Steelcase will offer NJPA several leasing options through our finance partner, National Cooperative Leasing. Examples of such options include Tax Exempt Municipal Leases, Fair Market Value Leases, \$1 Buyout Leases, and customized programs as required by NJPA. National Cooperative Leasing also offers government agencies purchasing on this contract a "Purchase Order Only" program. Under this program, agencies merely issue a purchase order with leasing language (provided in Exhibit Q) included in the body of purchase order. No lease agreement is necessary. Leasing terms and conditions will be provided and reside in the contract between Steelcase and NJPA.

Additionally, Steelcase and National Cooperative Leasing will also offer member agencies the "FlexPlus" leasing plan. The FlexPlus plan offers agencies a Tax Exempt Municipal Lease plan along with a Furniture Refresh Window, whereby agencies can upgrade their furniture and walk away from their existing lease during the refresh window period. This plan provides a low monthly or annual cost along with the flexibility to return old furniture for new furniture.

National Cooperative Leasing will offer NJPA member agencies interest rates tied to the existing Libor Rate (Rate Index). The maximum rate to be charged will be Libor plus 7% for public agencies who qualify for tax exempt municipal financing. This is a ceiling rate. Rates can and will be lower depending on size of transaction, term of transaction and risk associated with the transaction as determined by National Cooperative Leasing. Rates for non-profit (501 C 3) corporations may have a higher "risk adjusted" rate as determined by National Cooperative Leasing.

The index rate being adjusted is Libor.

Form P

The "Purchase Option" offered will depend upon the program being offered. Fair Market Value leases will contain a purchase option equal to the fair market value of the equipment at the termination of the lease. Tax Exempt Municipal Leases, FlexPlus leases and \$1 buy out leases will have a purchase option of \$1 at the termination of the lease.

The available terms offered will be from 12 months to 84 months.

Lease Servicing Center, Inc. dba National Cooperative Leasing is the leasing provider offered. National Cooperative Leasing, headquartered in Alexandria, Minnesota, is an existing provider of NJPA and has had a Professional Services Agreement with NJPA since 2001.

Contact: Lease Servicing Center, Inc. dba National Cooperative Leasing
220 22nd Ave East, Suite 106
Alexandria, MN 56308



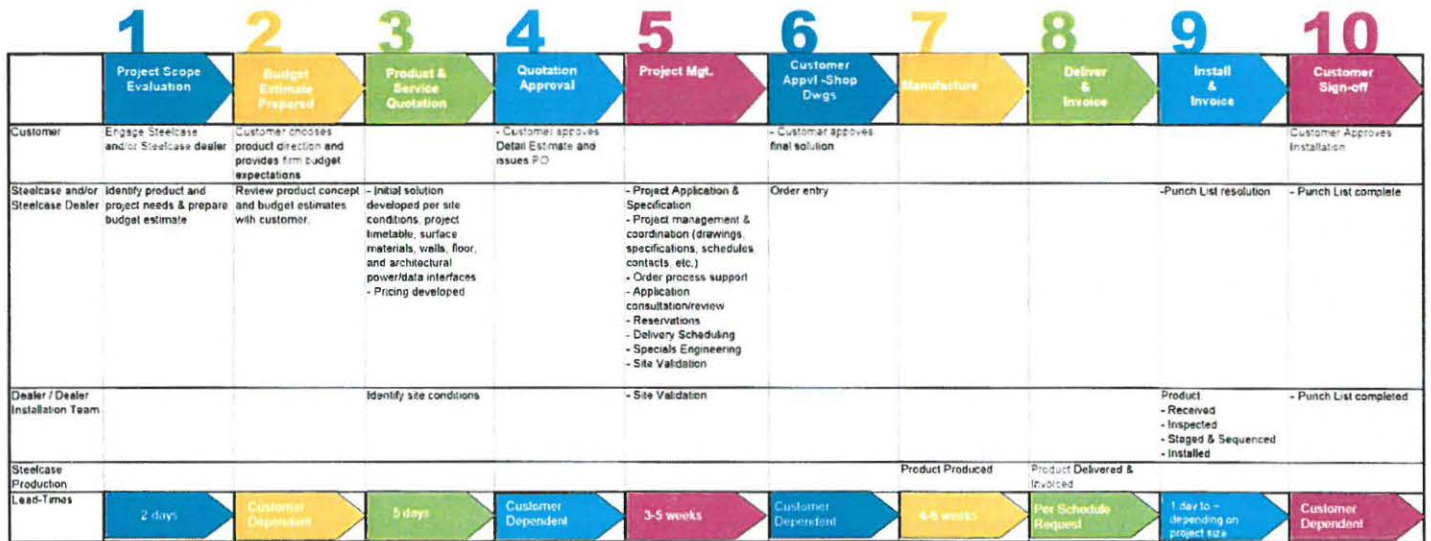
There is no ownership, common ownership, or control between Steelcase and National Cooperative Leasing.

NATIONAL JOINT POWERS ALLIANCE

Form P

3. Briefly describe your proposed order process for this proposal and contract award. (Note: order process may be modified or refined during an NJPA member's final Contract phase process).

The order process for NJPA Members will be similar to the order process for other Steelcase customers.



To get a closer look at this process map, please refer to Exhibit R.

Form P

- a. Please specify if you will be including your dealer network in this proposal. If so, please specify how involved they will be. (For example, will the Dealer accept the P.O.?), and how are we to verify the specific dealer is part of your network?

When NJPA members are ready to place an order for Steelcase products, their Steelcase participating dealer will enter the order using their Hedberg Data System. Hedberg is tightly integrated with Steelcase's business systems through EDI transactions that provide a constant, audited flow of your information. Through this system we provide you with electronic quotes, orders, invoices, reports, and more.

Member shall initiate orders by sending to Steelcase Participating Dealer a written or EDI purchase order ("Order") containing the minimum required information listed below:

- Member's order reference number.
- NJPA Steelcase contract #
- NJPA member #
- Designation of products (e.g., style number) and/or services covered by the order
- Designation of surface materials
- Quantity ordered
- Price
- Requested delivery date
- "Ship to" address including contact name, dock information, etc.
- Billing address for invoices
- Any special shipping or handling requirements
- For Details products, specify "ship complete" unless split shipments are acceptable

Form P

Steelcase participating dealers and Steelcase will use their best efforts to comply with delivery dates requested by member on orders. For large orders*, Steelcase recommends that members provide as much notice as possible to Steelcase participating dealer in advance of the order to reserve manufacturing capacity. Steelcase participating dealer shall acknowledge receipt of each order to member, noting the acknowledged Steelcase ship and scheduled local delivery dates.

Member has the right to change or cancel any order by delivering written notice to Steelcase participating dealer. Except as otherwise provided herein, any such change or cancellation shall be without charge prior to Steelcase's commencement of production of such order. If production has begun (including the ordering of parts and materials), a charge may be applied up to the full invoice amount of the order. In determining applicable charges for change or cancellation, each request shall be reviewed on an individual basis taking into consideration the complexity and the scheduled ship date. Steelcase participating dealer and Steelcase will endeavor to minimize any charges to member as a result of a request for change or cancellation and will use commercially reasonable efforts to accommodate member's requests for changes.

There is no guarantee that production schedules will be available to match requested changes. Steelcase shall identify any applicable charges at the time the change/cancellation request is received by Steelcase; and member shall, at that time, determine if it wishes to proceed with such change/cancellation. No such charge shall exceed the invoice amount of the changed/cancelled portion of the order plus any Steelcase participating dealer-related costs (e.g., design) if applicable. In no event shall the change/cancellation charge(s) include any penalties to member. The following are not subject to change or cancellation without charge once the order has been received by Steelcase: Special Products, Products using Customer's Own Material ("COM"), quick ship orders, Turnstone and service parts, Large Orders* imported Coalesse, and Coalesse Werndl.

Form P

Cancellation of a Details order ten (10) days after receipt of the order by Details, or after actual shipment of the order by Details, whichever occurs earlier, is subject to a restocking fee. Changes and cancellations of Architectural Solutions products may be made, but may result in additional charges and/or schedule adjustments after order has been placed with Steelcase or after shop drawings have been approved. Additional charges and schedule impact will vary depending on the complexity of the change and schedule impact. All questions relating to change order or cancellation must be made with your Steelcase participating dealer who will contact the project manager and the Steelcase on your order.

***Large Order:** One quantity of products to be shipped at one time to one location with a minimum list price value of:

Steelcase Products USD 500,000 or equivalent
(other than exceptions below)

Coalesse..... USD 75,000 or equivalent

Details and Worktools Products..... USD 25,000 or equivalent

Turnstone, Steelcase Health..... USD 150,000 or equivalent

Please refer to Exhibit K for more information on our dealers.

Form P

4. Do you accept the P-card procurement and payment process?

While most Steelcase dealers are more than capable of accommodating such P-card usage, we would suggest not factoring that into our pricing unless the NJPA actively uses payment cards and the Member work that out with the selling dealer. Alternative payment terms such as accepting a P-card may be negotiated between Member and Participating Dealer and mutually agreed upon prior to order placement.

Form P

Warranty

5. Describe, in detail, your Manufacture Warranty Program including conditions and requirements to qualify, claims procedure, and overall structure.

In the event that you receive a Steelcase product that is freight damaged, malfunctions or requires warranty service, Steelcase has a plan in place to make sure issues are resolved quickly and to your satisfaction. Here's how to place your service request:

Call your Steelcase dealer.

Your servicing dealer will evaluate the defect and the product's manufacturing date to determine if it's covered under Steelcase Warranty Policy. The dealer will then contact Steelcase and explain the issue to the Solutions Fulfillment Team representative.

Next, your dealer submits a request for replacement product and/or parts to the Solutions Fulfillment Team representative. Products, such as pneumatics cylinders, controls, lock cylinders, fasteners, hardware, screws, etc., are carried in service vehicles, so that any defects in these can be taken care of during one service call.

Steelcase will provide the dealer with the product or replacement part. The dealer will deliver and install the new product or part swiftly and at no charge to you.

What Does This Warranty Cover?

Steelcase Inc. ("Steelcase") warrants this product ("Product") to be free from defects in materials or workmanship. This warranty applies only to Products purchased directly from store.steelcase.com or an authorized Steelcase Retailer by purchasers located in the United States.

Form P

How Long Does The Warranty Last?

This warranty applies only to the original purchase and terminates if you transfer, modify or sell the product. Exceptions to the Limited Lifetime Warranty are included in our Warranty statement on previous pages.

What Will Steelcase Do?

If the product is defective, Steelcase will replace or repair it or refund the purchase price.

6. Do all warranties cover all products/equipment parts and labor?

Yes.

7. Do warranties impose usage limit restrictions?

No, the warranty states: Steelcase Inc. ("Steelcase") warrants that Steelcase®, Turnstone®, Steelcase® Health, and Details® brand products are free from defects in materials and workmanship for the life of the product, except as set forth below. This warranty is valid from the date of delivery, regardless of shift usage, and covers the original purchaser for products delivered in the Americas: United States, Canada, Mexico, Latin America and the Caribbean.

8. Do warranties cover the expense of technicians travel time and mileage to perform warranty repairs?

In the Americas, Steelcase or our Dealers do not charge customers for labor or associated expenses. Steelcase reimburses the Dealer for travel and labor expenses. This is seamless to the customer.

Form P

9. Please list any other limitations or circumstances that would not be covered under your warranty.

WARRANTY DOES NOT APPLY TO PRODUCT FAILURE OR LOSS RESULTING FROM:

- Normal wear and tear
- Failure to apply, install or maintain products according to published Steelcase or manufacturer instructions and guidelines
- Abuse, misuse or accident
- Alteration or modification of the product
- The substitution of any unauthorized non-Steelcase components for use in the place of Steelcase components in an integrated product solution; such substitute components include but are not limited to worksurfaces, leg supports, panels, brackets, shelves, overhead bins and other integral components.

WARRANTY DOES NOT COVER:

- Replacement parts are covered for 2 years or the balance of the original warranty, whichever is longer (excluding certified refurbished products)
- Products considered by Steelcase to be consumables (e.g., batteries, bulbs/lamps, except projector lamps offer six months coverage)
- Variations occurring in surface materials (e.g., matching grains, textures and colors across dissimilar substrates and lots)
- Select Surfaces, Steelcase Health Graded-In and Custom Surfaces are not covered, except as warranted by the original supplier, for material properties including, but not limited to, quality, colorfastness, shade variations, puddling, wrinkling or abrasions
- Warranty excludes Custom Surfaces that COM testing has deemed to be unsuitable for upholstery on our products
- Steelcase textiles purchased through the cut yardage program are warranted for defects in manufacturing of the material
- Coalesse® has an independent warranty

Please refer to Exhibit S for full warranty.

Form P

10. Please list any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs. How will NJPA Members in these regions be provided service for warranty repair?

Certified technicians are available in all regions across the United States and Canada. For information on how NJPA Members in these regions will be provided service for warranty repair, please see Question #5 above.

Form P

Equipment/Product/Services, Pricing, and Delivery

11. Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

At Steelcase, our purpose is to unlock human promise by creating great experiences at work, wherever work happens, and in environments that include education and healthcare. Through our family of brands that include Steelcase, Steelcase Health, Coalesse, Details and Turnstone, we offer a comprehensive portfolio of solutions inspired by the insights gained from our human-centered research process and support the social, economic and sustainable needs of people.

Our brands provide an integrated portfolio of furniture settings, user-centered technologies and interior architectural products across a range of price points. Our furniture portfolio includes panel-based and freestanding furniture systems and complementary products such as storage, tables and ergonomic worktools. Our seating products include chairs which are highly ergonomic, seating that can be used in collaborative or casual settings and specialty seating for specific vertical markets such as government and education. Our technology solutions support group collaboration by integrating furniture and technology. Our interior architectural products include full and partial height walls and doors. We and our dealers also offer services designed to reduce costs and enhance the performance of people, wherever they work. Among these services are workplace strategy consulting, lease origination services, furniture and asset management. (source – annual report).

Form P

This comprehensive Steelcase Inc. product portfolio includes:

Architectural Solutions: Architectural Solutions integrate architecture, furniture and technology with an innovative construction process to create a better building and a more effective workplace. A workplace that features a modular infrastructure technologically advanced building systems, and designed-in flexibility. Architectural Solutions include moveable walls, access floors, modular power and cabling, and acoustic solutions. A superior alternative to traditional construction that's simpler to build, easier to change, more environmentally responsible, and much more cost-effective.



Education: At Steelcase, we are focused on helping schools, colleges and universities create the most effective, rewarding and inspiring learning environments to meet the evolving needs of students and educators. Through our insight-led research and innovation in furniture, tools and technologies for learning spaces, we have a passion for understanding how learning best takes place and how smarter, active learning spaces can help.

Form P

Amidst all the changes in students, technology and education, we are working with educators and designers to rethink classrooms, libraries, common areas and other in between spaces to incorporate user-friendly technology, flexible furniture and other tools to support active learning. Our professional development and training programs help to foster learning and continuing education for instructors. And, our commitment to education remains at the forefront of everything we do, now and in the future.



Healthcare: Steelcase Health is a company with a bold vision to shape and improve the future of healthcare delivery. Our company focuses on healthcare environments — and how the elements within those environments can help make them more comfortable, efficient and conducive to the healing process for the patient, caregiver and partner in care. Steelcase Health brings a holistic viewpoint to government healthcare environments, working with doctors, nurses and other healthcare professionals to gain valuable insight into environments that promote healing.



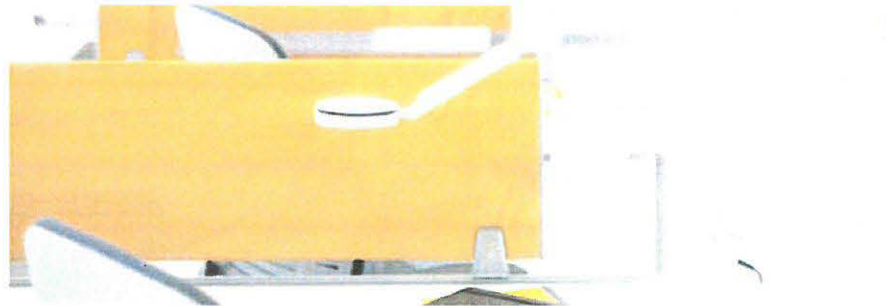
Form P

Integrated Technologies: Steelcase can make workspaces smarter through better connections. Integrated technologies designed to help people connect and collaborate more effectively at the intersection of physical and digital space.



Lighting: Steelcase offers a variety of lights, ranging from shelf to personal task applications. We offer effective, efficient and high performing lights.

- **Effective.** Designed and engineered to provide cost-effective, lighting solutions, Steelcase offers a full line of task lighting, under-bin/shelf lighting, and occupancy sensors.
- **Efficient.** Steelcase lighting products are environmentally sustainable. LED lights are energy efficient, contain no heavy metals, and may contribute to LEED certification.
- **High Performing.** LED lights are designed to illuminate the personal work zone in the open plan, making it easier to access information more efficiently.



Form P

Markerboards: An unforgettable benefit. People are 20% more likely to remember something if it's displayed on a wall. When everyone is sharing together, they're learning together. And everyone's on the same page.

- **Expand space to expand minds.**

In a world of shrinking footprints, organizations are looking to maximize real estate. Since wall space typically offers four times the amount of space as floor space, it's smart to use your walls wisely. Whiteboards help you get the most out of every square inch.

- **Where great ideas gather.**

Collaborating means sharing information. It means throwing ideas into the mix, or onto the wall. When people work together, innovation happens. Whiteboards use vertical space to bring people and ideas together. And since 82% of white collar workers pull up a chair and collaborate regularly, everyone needs the perfect place to gather 'round.



Workplace Solutions. The landscape of today's workplace is changing. Footprints are shrinking while expectations are growing. People are looking for a variety of settings to choose how and where they want to collaborate. Today's workspace needs to work harder by working smarter. Choose from freestanding or panel-based solutions.



Form P

Private Office Furniture: For many, it's an image of a huge double-pedestal desk, a high-back leather chair, a credenza and maybe even a bookcase. And truthfully, that image hasn't changed much in the last 50 years.

Meanwhile, the way we work has changed dramatically. Technology enables us to work in new ways and in new places...and we're collaborating with others more than ever. While the rest of the workplace has changed to support the changing ways we work, the private office has remained unchanged for decades.

A well-planned private office can provide it all. Our insights have led us to design smarter private offices with products that offer form and function... beauty with purpose.



Seating: Steelcase has spent more than 60 years asking, "How can chairs serve people better?" The answers have come in hundreds of forms – the widest variety of office chairs anywhere. Whatever you ask of seating – productivity, high style, environmental performance – Steelcase has your answer.

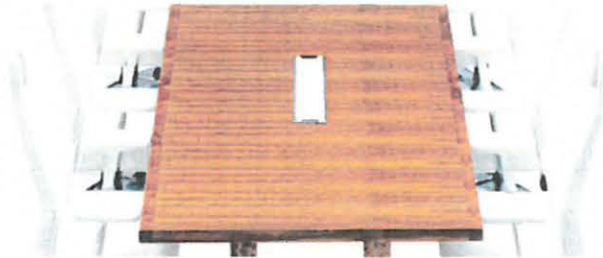


Form P

Storage: Diagnosing user needs and providing efficient storage solutions is important. When not done effectively, users can waste time packing and unpacking, and looking for information and tools. We also understand people need to store both personal and work-related material. That is why our portfolio of storage is designed to accommodate a variety of items, in different shapes and sizes. So whether you are storing your mobile devices, handbags or archived project documents, Steelcase storage can support all your needs.



Tables and Conferencing: Fixed or mobile tables that work in varying applications to suit your meeting needs, as well as conferencing solutions.



Worktools and Accessories: Expansive thinking expands the workspace. Regardless of the application, worktools help people do more in less space and less time. Worktools help create organizational logic and ergonomic well-being with panel mounted, wall mounted, or desk mounted solutions. People are more effective if their workspace adjusts to the many ways they work.



Form P

Wood Solutions: Wood is strong and beautiful, warm and familiar, always distinctly individual. For nearly a century, we've built wood furniture that celebrates those qualities and respects their natural origins. We're committed to understanding your needs and developing solutions that better support the way you work. Satisfying a broad range of styles - from traditional to progressive - in the open plan, private offices, meeting rooms and any other spaces designed to inspire.



We provide the portfolio of integrated architecture, furniture and technology products above to corporate, government and education customers through our Steelcase, Coalesse, Details and Turnstone brands.

12. Provide a general narrative description of your pricing model identifying how the model works (line item and/or published catalog percentage discount).

Our pricing response will be a "catalog discount by product category." This model is one in which product line discounts are provided and those discounts are used as a percentage off list pricing.

List pricing for all parts and unit numbers for the products lines on the discount schedule are included in published Product Catalogs, which has been submitted as a Price List CD PL180 with this proposal.

Form P

The proposal pricing submitted is based on our current Steelcase price list, PL180 which is in effect today. Steelcase has already announced a global price list adjustment to PL182 effective April 20, 2015, which NJPA has already agreed to on our current contract. If awarded, we would plan to be on PL182 as it becomes effective on April 20, 2015. All the proposed product line discounts would remain the same.

The discounts shown are based on drop ship delivery to the customer's designated location. Exceptions include Alaska and Hawaii, where additional freight charges apply and will be quoted upon request. Installation is available from anticipating dealers at no more than seven percent (7%) of list price, subject to the terms and conditions in the attached discount schedule.

Please see our pricing proposal immediately following this page.

IMPORTANT NOTE: After careful evaluation of NJPA sales volume and current state and local market conditions, Steelcase is pleased to offer improved discounting in most all of our product categories including our best-selling lines. The proposed levels of discounting provided in the following schedule reflect more aggressive discounts than those offered on the existing NJPA contract in the following product categories:

- Answer, Kick, Universal Worksurfaces, Universal Pedestals, Storage,
- Post & Beam System, Node, Cobi and i2i seating
- Privacy Walls, V.I.A., eno whiteboards, RoomWizard
- Most all product lines showed some improvement with no products going up.

We have also changed the tier structure so NJPA Members can achieve improved second tier and negotiated discounts at lower volume levels. These changes should help us achieve new levels of acceptance from State and Local agencies to enhance growth.

Form P

13. Please quantify the discount range presented in this response pricing as a percentage discount from MSRP/published list.

As mentioned above in question #12, our pricing response will be a "catalog discount by product category." In order to provide the best pricing, we have provided product line discounts as a percentage off list, pricing by individual product line and balance of line categories for those products that are not listed individually or as exceptions. For the products listed, our overall discount range is 43% - 62% off our published list price. The discount range by product line is listed on the following page and is also shown in our pricing proposal in question #12.

Form P

14. Provide an overall proposed statement of method of pricing for individual line items, percentage discount off published product/equipment catalogs and/or category pricing percentage discount with regard to all equipment/products and related services and being proposed. Provide a SKU number for each item being proposed.

Please see our Discount Schedule included in our answer to Question #12, which provides both an overall statement of how pricing is determined and the proposed product category discount.

15. Propose a strategy, process, and specific method of facilitating "Sourced Equipment/Products and/or related Services" (AKA, "Open Market" items or "Non-Standard Options").

Our strategy for facilitating "Sourced Equipment/Products and/or related Services" solutions as defined by the RFP document is to ensure that the Steelcase/NJPA contract includes as many Steelcase product categories as possible. This alleviates the number of times in which a proposed solution includes products that are not on the existing NJPA contract. This simple strategy has served NJPA members well over the past five years.

Additionally, the timeline of our furniture projects are such that we will often have time to formally propose a product line addition to the NJPA contract and still have enough lead time to get the product to the NJPA Member on time as requested. We have provided sourced goods only to the extent that they are incidental to the total transaction, and to date have not had issues providing the solution that the customer desires using the NJPA contract.

Form P

16. Describe your NJPA customer volume rebate programs, as applicable.

Please see our discount schedule with tiered discounting levels that will provide a higher discount for large orders. Steelcase product category purchases may be combined to reach higher tiers and better discount on individual purchases. Complete terms and conditions related to this form of volume discounting are located on the discount schedule provided as part of our response to question #12.

Please note that there are negotiated tiers of pricing noted for virtually all product categories, meaning NJPA members have the ability to negotiate better discounting than what is provided in the 3rd tier.

The proposed discounting established by the NJPA discount schedule provided (response to question #12) is also "ceiling pricing," meaning prices may be reduced to allow for volume considerations and to meet the specific and unique needs of an NJPA Member. At no time may the proposed products/services be offered pursuant to this contract at prices above the ceiling price without approval by NJPA.

17. Identify any Total Cost of Acquisition (as defined herein) cost(s) which is NOT included "Pricing" submitted with your proposal response. Identify to whom these charges are payable to and their relationship to Proposer.

The "total cost of acquisition" is as stated in the proposed NJPA Discounting Schedule provided as part of our response to question #12. Over the past five years, Steelcase has provided a turnkey and complete furniture solution to all NJPA Members based on their specific situations. The structure of our offering is flexible so that our dealers can provide the best value and best solutions to meet their individual needs.

The discounting structure is set up as a ceiling price on the product only on drop ship basis, but allows our dealers to facilitate discussions about the scope of services at the best price. This flexibility—based on determining the scope of labor and services required – allows our Steelcase dealers to provide the services appropriate to each customer and each project in providing a complete project with a total acquisition price.

Form P

This method of providing complete solutions for each NJPA customer has proven to be very effective. With over \$120 million worth of business being sold through the contract in the past five years, we have not received any customer complaints related to a customer not receiving the value and the total cost expected. This speaks volumes on the success of the model in place as NJPA Member satisfaction is ultimately the best measure of our success with the contract.

18. If freight, delivery or shipping is an additional cost to the NJPA member, describe in detail the complete shipping and delivery program.

While there is no charge for standard delivery, special requests such as trailer size may warrant additional costs billed at a pass-through rate. Our goal is to deliver on time, complete and damage free.

All shipments to Alaska and Hawaii and the US Islands are shipped FCA factory; freight prepaid, and allowed to port of embarkation. Steelcase reserves the right to select shipping method and the port of embarkation. All charges beyond the point of embarkation are collect.

For Alaska and Hawaii (in the United States) and the Northwest Territories, Nunavut and Yukon (in Canada), additional freight charges apply and will be quoted upon request.

Form P

19. As an important part of the evaluation of your offer, indicate the level of pricing you are offering.

Prices offered in this proposal are:

☐ a. Pricing is the same as typically offered to an individual municipality, Higher Ed or school district.

☒ b. Pricing is the same as typically offered to GPOs, cooperative procurement organizations or state purchasing departments.

☐ c. Better than typically offered to GPOs, cooperative procurement organizations or state purchasing departments.

☐ d. Other; please describe.

Response: * The prices offered in this proposal are similar to those typically offered to cooperative procurement organizations or state purchasing departments.

20. Do you offer quantity or volume discounts?

☒ YES ☐ NO Outline guidelines and program.

As noted, volume discounts are offered by the nature of the tiered discounting schedule being proposed.

Form P

21. Describe in detail your proposed exchange and return program(s) and policy(s).

All Steelcase, products are manufactured to your specifications and, therefore, are not subject to return. Non-conforming products will be repaired or replaced at no charge to you. A product is considered non-conforming if it is defective or if it fails to comply with information published in the Steelcase Specification Guide or your purchase order. Replacement orders for non-conforming products are processed immediately, and Steelcase expedites the shipment of replacement items to the location you specify.

22. Specifically identify those shipping and delivery and exchange and returns programs as they relate to Alaska and Hawaii and any related off shore delivery of contracted products/ equipment and related services.

All Steelcase products are manufactured to your specifications and, therefore, are not subject to return. Non-conforming products will be repaired or replaced at no charge to you. A product is considered non-conforming if it is defective or if it fails to comply with information published in the Steelcase Specification Guide or your purchase order. Replacement orders for non-conforming products are processed immediately, and Steelcase expedites the shipment of replacement items to the location you specify.

Form P

23. Please describe any self-audit process/program you plan to employ to verify compliance with your anticipated contract with NJPA. Please be as specific as possible.

Steelcase utilizes a participating facilities designation, loading and recognition procedure to verify compliance in recognizing and reporting for our NJPA contract. This acts as a formalized process reconcile our sales with the NJPA membership list. Also, orders processed by Members with our dealers are to have the NJPA contract number noted and dealers are to then use quotes specific to NJPA, which ensures Members get the correct contract pricing.

The membership list provided by NJPA and our automated reporting system is the basis of how we designate, load and recognize NJPA sales. We download the membership roster from NJPA's website quarterly and convert this into a usable file that can link to our internal reporting system, quotes, and unique site IDs each member has.

Our internal reporting team uses the converted file to match members to the NJPA master quote and quotes that are linked to the NJPA agreement through bilateral agreements and letters of commitment. The NJPA master quote and linked quotes are unique numbers that provide as accuracy to insure NJPA sales are recognized by Steelcase.

So, any member electing to purchase through the NJPA agreement receives pricing from an authorized participating Steelcase dealer who must use the NJPA quote number to complete member transactions.

In addition, our reporting system deploys a matching algorithm which automatically matches member sites (every member as a unique site ID) to NJPA sales through our authorized participating dealers.

In the event that we do find that an error was made and eligible sales were not reported, we will notify NJPA, reconcile and report those eligible sales in the next reporting cycle and pay any associated fees, consistent with our agreement and our values and business practices previously mentioned and listed below:

RESPONSE TO:
NATIONAL JOINT POWERS ALLIANCE
Proposal Project Name
Request for Proposal

Form P

At Steelcase, we:

- Act with integrity
- Tell the truth
- Keep commitments
- Treat people with dignity and respect
- Promote positive relationships
- Protect the environment
- Excel

Industry Specific Items

n/a

Signature: _____



Date: _____

3/12/15

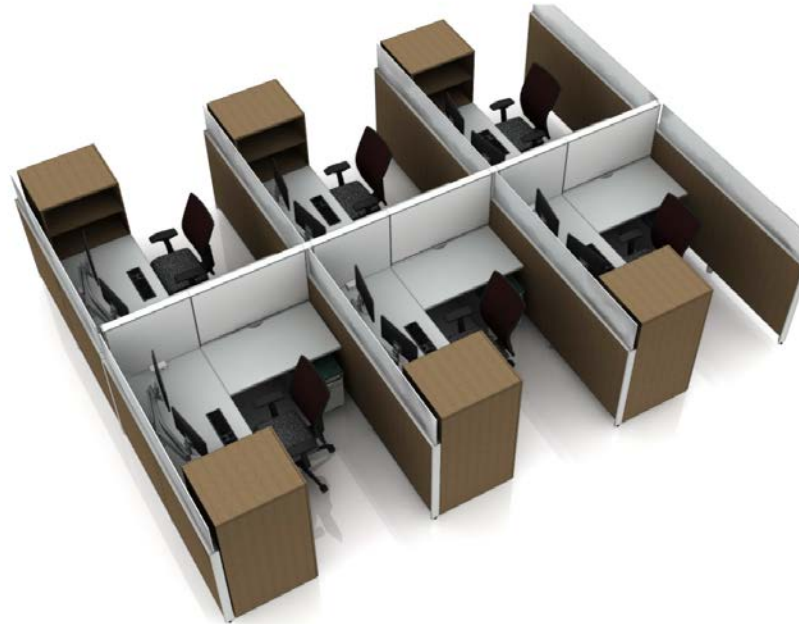




TYPICAL PRIVATE OFFICE



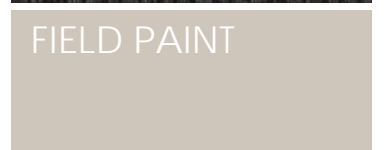
TYPICAL PRIVATE OFFICE



TYPICAL OPEN OFFICE WORKSTATION



CARPET



FIELD PAINT



ACCENT PAINT



ADMIN CONFERENCE ROOM

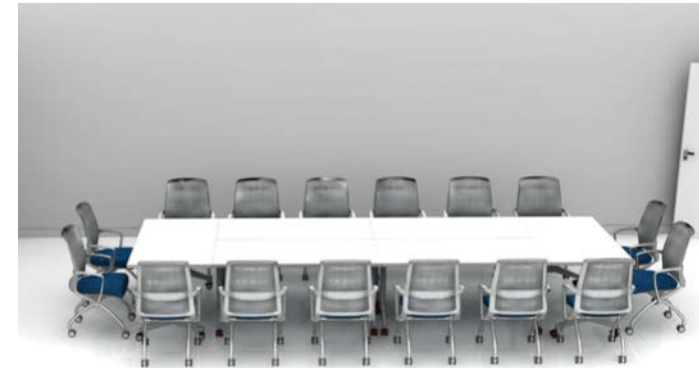
FIELD PAINT

ACCENT PAINT

CARPET



TRAINING & CLASSROOM



CONFERENCE ROOM

**MINUTES
CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
TUESDAY, FEBRUARY 19, 2019**

1. Call to Order

The meeting was convened by Vice-Chairman Turner at 7:08 pm.

2. Roll Call

Members Present: Stellato, Silkaitis, Payleitner, Lemke, Gaugel, Vitek, Bessner and Lewis

Absent: Bancroft

3. Administrative

- a. City of St. Charles Fuel Tax Receipts, December, 2018 – Information Only

4. Omnibus Vote

Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

5. Police Department

- a. **Recommendation to approve a new E1 Temporary Liquor License for the St. Charles Breakfast Rotary Club annual Tri-City Craft Brew Festival to take place at Lincoln Park in St. Charles on June 8, 2019 from 12:00 pm to 5:00 pm.**

Chief Keegan mentioned that this item was presented at the Liquor Control Commission and advanced with a 4 – 0 recommendation, and then introduced Alessandro Vasquez from Brew Avenue Events. Chief Keegan explained that the Tri-City Craft Brew Festival has taken place for the last few years with great success. He noted that the crowd is very orderly, but there will be 2 officers present because of the number of people.

Motion by Ald. Stellato, Second by Ald. Gaugel to recommend approval of a new E1 Temporary Liquor License for the St. Charles Breakfast Rotary Club annual Tri-City Craft Brew Festival to take place at Lincoln Park in St. Charles on June 8, 2019 from 12:00 pm to 5:00 pm.

Voice Vote: Ayes: Unanimous; Nays: None. Vice-Chairman Turner did not vote as Vice-Chairman. **Motion Carried**

6. Finance Department

***a. Budget Revisions - January 2019**

Motion by Ald. Stellato, Second by Ald. Silkaitis to approve the omnibus vote.

Voice Vote: Ayes: Unanimous; Nays: None. Vice-Chairman Turner did not vote as Vice-Chairman. **Motion Carried**

b. Presentation from One St. Charles (Downtown St. Charles Partnership & the Greater St. Charles Convention and Visitors Bureau) for FY 2019-2020.

City Administrator, Mark Koenen gave some background information regarding the One St. Charles Initiative. He indicated that City Council directed staff to move forward to provide for promotional and marketing to create a stronger income base for the City of St. Charles, and see growth in our business community. He explained that three years ago the City of St. Charles had an independent facilitator hold focus groups with the three primary promotional groups in St. Charles, The Chamber of Commerce, The Downtown St. Charles Partnership (DSCP) and the Greater St. Charles Convention and Visitors Bureau (CVB). The results were shared with all the participants. As a result there was a collaborative exercise named Quadra Group that met quarterly to try to improve communication, develop relationships, and allowed each group to share their goals and missions.

Mark continued by saying in 2017 the Chamber approached him and the Mayor to have a conversation about the Chamber, CVB, and DSCP forming one organization. All the organizations agreed to this and weekly meetings were scheduled for these discussions. Soon after the Chamber had a change in leadership and indicated that they would no longer be able to continue with the conversation, they said would like to be engaged in the future, but can't continue discussions regarding a single organization.

Mark went on to say that the DSCP and CVB talked about collaboration to bring more economic activity to St. Charles. Mark challenged the DSCP and the CVB to cut \$100,000 out of their budgets. He mentioned that the budget numbers for One St. Charles was available in the packet of information, and that he thought they would be able to get to \$650,000. He said that when the \$100,000 challenge was made it was based on the CVB continuing to be a state certified organization (receiving approximately \$250,000 per year), and the DSCP receiving a voluntary membership fee of \$12,000 - \$25,000 per year. He said that under the new model, One St. Charles would no longer be state certified thus forfeiting the \$250,000, and the DSCP voluntary membership fee would also stop. He noted that One St. Charles is requesting approximately what the DSCP and CVB did one year ago, but the efficiency has been in being able to drop the state certification and membership.

Mark went over some of the information being presented regarding One St. Charles including the mission, the governance, the organization, their funding and their program. He said that their program will look similar to what the DSCP has provided and that it will still be used to promote St. Charles. In addition he noted that the special events will continue to be in Downtown St. Charles. Mark said that he thinks this will build a

stronger promotional group than we have right now with two individual groups.

Chris Woelffer (2001 King Edward Avenue, St. Charles) President, DSCP Board gave a brief overview of One St. Charles.

- One St. Charles will focus on improving efficiencies between St. Charles businesses, visitors, hotels and residents.
- Tens of thousands of visitors come to St. Charles every year. Part of the CVB is directing those visitors from the hotels and keeping them here, in St. Charles. One St. Charles will address this.
- Marketing, advocacy, support and programming for our local businesses.
- The Mission of One St. Charles: To drive economic growth to make the St. Charles community a destination where people, businesses, and tourism grow.

Mr. Woelffer said that after several meetings with the respective Boards of the organizations and of the 10 St. Charles business owners that are a part of this group, the belief is that merging these two organizations is the right direction to go moving forward. He indicated that One St. Charles will benefit the stakeholders of St. Charles. Our residents, businesses, hotels, Chamber of Commerce, community groups, sponsors and investors. It will also help to enhance and further build the St. Charles Community.

Tom Donahue (500 Casten Road, Naperville, Il), President of the CVB presented information on the merger between the CVB and DSCP to create the One St. Charles Organization.

- Jenna Sawicki would lead as the Executive Director.
- The organization will operate as a 501c3 with a single board of directors. There will be subcommittees providing support managing the business and events.
- New committees have been added for Jazz Weekend and Scarecrow Fest due to the popularity, complexity, and the opportunity for further enhancement of those events.
- There will be a committee to handle opportunities and sales leads to help drive success to bring new business into the community.
- The total 20/20 requested annual investment for One St. Charles from the City is \$749,600, just slightly below what was requested last year.
- The new entity will not be a State of Illinois certified CVB.
- The total budget for the combined entity is \$1,065,600. This includes event sales, sponsorship and revenue.
- Savings have been identified at approximately \$350,000 which offsets the loss of the grants, plus an additional savings of \$70,000 some of which comes from the rent from the old CVB office. We will drive sponsorship opportunities to make up the difference between the total operational expenses and the funds requested from the City. That is an estimated \$316,000.

Mr. Donohue mentioned that there is a similar model to One St. Charles in Naperville that has been very successful. Mr. Donohue said that the State has indicated there will be a significant cut in funding, and that they don't expect to receive funding as in the past. He said that he believes that giving up the grant will have a limited impact on

performance and will allow the focus to be on the St. Charles community and the exciting opportunities in St. Charles' future.

Jenna Sawicki (2 E Main Street) Executive Director of the Downtown St. Charles Partnership presented information about the program for One St. Charles.

- Economic development and economic activity is the fiber of which all the programming exists. This includes parades, the Fine Arts Show, Jazz Weekend, Scarecrow Fest, STC Live, historic walking tours, social media bubble art in the plaza, mailers and much more, all create economic activity.
- The four initiatives for One St. Charles are marketing, sales, support and events. All programming fits into the mission of One St. Charles and the current programming of either the CVB and or the DSCP.
- The new organization will continue to maintain the services already in the downtown and will grow and expand them. The collaboration will create efficiencies and make the programming more effective.
- Growth and changes moving forward will keep the organization relevant and cutting edge.
- With the new mission you will see more marketing from one voice. The same consistent brand will be advertised locally, regionally, and nationally. The City Side brand was created over 5 years ago and continues to grow, be recognized, and fits the development and high-end retail and restaurants of St. Charles. The brand will continue to thrive with the new organization in place.
- The sales process will change for the better with more connection, partnership and efficiencies.
- Support efforts will be for expansion on activities for businesses, a way to streamline new ideas, collaborations, and to get ahead of problems. One St. Charles will not have a membership fee; support will be given just by being in the St. Charles community.
- Volunteers will be vital to the group. If you put a current dollar figure on how much our volunteers give to the DSCP it would be well over \$360,000. We will continue to recognize our volunteers publically, personally and privately.
- The employee discount card program will continue and we believe it will be successful in the new organization.
- One St. Charles will continue to showcase what is an accurate St. Charles experience and have events that benefit the businesses and community.
- There will be a review on new events to make sure they fit into the brand of the community.
- Scarecrow fest will be reevaluated to bring it back to its original intent. A community festival that engages tourists and outsiders to experience St. Charles.
- The goal is to drive commerce into St. Charles.
- The Mission – To drive economic growth to make the St. Charles community a destination where people, businesses, and tourism thrive.

Ald. Turner was surprised they pulled out from receiving the funding from the State. He said that as recent as last September there was indication that the City would receive \$100,000, and now that's not going to happen. He asked if the money could be recouped, and said that it raises a question as to how this can be done without having sponsorship dollars. He asked what the reason was they decided not to take the money.

Tom Donahue replied that there are very clear stipulations you have to honor when you take the grant, and when they looked at it, the value was much less than the size of the grant. When you see what's on the horizon with the State regarding funding, and the success of some of the communities that do not have a certified CVB the time is right in St. Charles for us to take a bold step, and in the long run we will be better positioned.

Ald. Bessner asked if they had any idea what type of a cut they would receive from the State. Mr. Donohue indicated that they never received any figures, but it was described as significant, they assume it will be substantial. Ald. Bessner asked if the two boards will combine keeping all the current members. Mr. Donohue said that they haven't discussed that yet, but feels they have a lot of talented individuals on both boards and could have an executive committee with sub committees to support the new organization.

Ald. Gaugel stated that if the state doesn't keep funding, and if we don't allow the joining of the two groups, we will be in a worse situation in terms of funding with two groups, one of which will have a significant portion of their income gone. This is a perfect step to reduce our dependency from the State and an excellent point to put this in place.

Ald. Stellato asked if the dollars spent on the SSA used to market the downtown, could pose any legal problems. Chris Woelffer indicated that they have gone to legal counsel outside the City to identify and understand what needs to be done in regards to the SSA. Ald. Stellato said that the business owners are taxed a certain amount and expect the money to be spent in the Downtown. He asked if they would need to get buy-in from the business owners.

Ald. Vitek said that she is very familiar with 501c3 organizations and that when looking at the SSA and the purpose of the SSA, the organization would be accountable to those dollars. The organization could report back to show that the dollars are being put to use in the purpose of the SSA. She went on to say that she doesn't think that state funding should be considered at all because it will most likely go away. Ald. Vitek noted that she thinks what is being done, combining the organizations, is a good move to make. She discussed marketing, and that the marketing for the City would be farmed out to this organization. She said the timing for this collaboration is now, St. Charles is growing, and people are coming to St. Charles and want to stay here. There are a lot of things planned that will need marketing.

Ald. Vitek read a letter submitted by Ald. Bancroft:

Lora thank you for agreeing to express my support for the combination of the CVB and the Downtown Partnership. I think the proposal will result in a significantly more efficient effort and will enhance the already great work of these two

organizations going forward, while striving to develop increasingly improved metrics to help gauge performance. It's truly a situation where one plus one will equal three.

Ald. Payleitner expressed that she has some concerns and asked City Administrator, Mark Koenen if they are considering the new organization as well as the budget for the organization. Mark answered that staff is looking for feedback at this time; the Council can do as they wish, but this will be rolled into the budget over the next 30 days. Similar to what was done with the museum. He went on to say that the direction of the Council was to bring the CVB and the DSCP together to form a single group. If Council would like to talk about that merger collectively, that is something that can be done, but he thought it was beyond that. Ald. Payleitner said that she thinks there are too many questions at this point, and that a lot of money will be given to this organization on a "we'll see" basis. She suggested that clarification should be made as to what the organization is, and then address the funding.

Ald. Payleitner said that in the past she asked three different CVB directors why we promote businesses outside of St. Charles. Each of those directors indicated that in order to get State funding "greater" has to be in the name of the organization. She was told that the money received from the State is used to promote businesses outside of St. Charles. Ald. Payleitner asked how this money could present a big cut in the budget if you're not promoting businesses outside of St. Charles. If it's not happening the money shouldn't missed.

Tom Donahue said that the money, whether it was the State grant or what the City of St. Charles funds, was used to promote the destination, the "greater" destination. He went on to say that if they hadn't done that, the funding may not have been available. He indicated that it was not segmented out and was used for marketing the destination, conferences, attract leads, etc.

Ald. Payleitner said that she sees a lot of deliverables, but no measurables and asked for clarification. Chris Woelffer stated that they want to have measurables in place and be accountable as stewards of this fund. He indicated that this will be in place prior to this organization moving forward. Jenna Sawicki said that it will be similar to what the DSCP does and gives to Council every year.

Ald. Stellato said that this was put together to build a team to help market St. Charles and at the end of it all, and with all these efficiencies, no money was saved. He indicated that more work needs to be put into this and that it needs more time. Things have to be vetted, how the SSA is going to impact this and if it's legal, and how to get the numbers to a point where he feels comfortable endorsing this.

Ald. Lewis said she shares the same concerns regarding the SSA. She said she's in favor of the merger, but would like to see how the Chamber fits into this. It started out as four entities, we didn't want duplicity, and we are still going to have it if the Chamber isn't included. Ald. Lewis stated that she would like to see a written legal opinion on how the SSA money can be spent in this new organization. She also feels that more time needs to be put into this merger.

Ald. Payleitner said she thinks a merger would be great but agrees with Ald. Lewis that there are more parties involved. She sees things that One St. Charles wants to do that the Chamber is already doing, and the Chamber needs to be brought into the conversation to avoid duplication of efforts.

Ald. Turner said that with the loss of the state tourism dollars this budget isn't going to work, the savings aren't what was anticipated. Ald. Vieck and Ald. Bancroft are right, this is marketing. When you came through the ROI, your metrics, there was no money in there. He said that they should figure out the sales tax for this year and next for the entire downtown area. Chris Woelffer agreed and stated that they are looking at the sales tax. Ald. Turner said he thinks the merger should happen, get the legalities taken care of, and go forward, but as in the past, when you come up with a new plan like this, you have to give it 2 or 3 years.

Sharon Spero (1502 Kind Ct., St. Charles), Chairman of the Board of Directors for the St. Charles Chamber of Commerce, in addition on the Board of Directors for the DSCP, and Jim DiCiaula, President & CEO of the St. Charles Chamber of Commerce.

Ms. Spero mentioned that during the DSCP Board Meeting they were asked if they have permission to proceed with further research regarding the merger of the DSCP and CVB. The answer was yes, there was positive support to continue the research. She made note that Mr. Woelffer said they approved the merger, but she didn't feel that was the case, at least based on her approval and understanding of what of what was asked. She stated they are in support of enhancing economic development in the community and understand that this merger is a very important opportunity. There is opportunity for each entity to work together, the Library, the Park District, the Chamber, One St. Charles, etc. The CVB has been without strong leadership recently and this has allowed a potential merger to create some efficiencies between the two organizations. The DSCP has very strong leadership and brings many great marketing program and events to the Downtown Community.

Ms. Spero said that she understands wanting to have more details regarding money, and the organizational structure, and indicated she has the same questions. Furthermore without additional details they aren't able to determine the potential for duplication of efforts. Ms. Spero discussed some of the areas that need to be clarified further; the mission statement, the coverage area for the SSA, marketing elements clarified, sponsorship and events, and sponsorship funding. Ms. Spero stressed that they would like to work collaboratively and provide a clear message to the community with the collective goal of driving economic growth and support to the entire business community.

Ald. Lewis asked about the chamber members and if the same businesses are being looked at for marketing tourism. Ms. Spero said they were, and that she understands the potential categories of business segments that would be the primary focus of One St. Charles is restaurants, hotels, entertainment and the arts; this represents approximately 20% of their current membership.

Jim DiCiaula (325 S. 8th Street, St. Charles) President & CEO of the St. Charles Chamber of Commerce. Mr. DiCiaula said that there are three separate components he's concerned with; the question of the merger. The mission of One St. Charles; it's inspirational, however there are many different parts of the City that drive economic development and growth, not just one entity, but a group of entities. Mr. DiCiaula said they don't have enough information about the approach and marketing model to determine where potential duplication of efforts would occur. Mr. DiCiaula said that he understood that while the merger wasn't likely on behalf of the Chamber and the other entities, the goals were to provide a clear understanding and a consistent message to the business community, avoid potential duplication of efforts, drive efficiency, and lead to the development of a Memorandum of Understanding amongst the groups. He went on to say that in December, 2017 the Chamber Board of Directors approved, at the recommendation of the collaborative groups, that a merger may not be the best option and approved to move forward with a memorandum of agreement, while managing and eliminating potential overlaps. The Chamber Board authorized to move forward under that direction, and that's been the basis they have been operating under. He said that the business owner's perspective should be the primary concern. This should not be limited to any one organization but all that are involved in the process.

Ald. Turner spoke to Mr. DiCiaula and addressed the fact that he never once mentioned the residents. He said the residents are in One St. Charles. The Chamber isn't spending resident's money, its membership money. Mr. DiCiaula said that somewhere between 60% - 70% of their business owners are residents. Ald. Turner said the point is that the Chamber's focus is on the businesses. One St. Charles will work with tax dollars and would focus on the residents. He said he doesn't even think there needs to be a memorandum of understanding because the Chamber is private, and One St. Charles is getting tax dollars. One St. Charles would be taking in a wider aspect of the City, and their marketing is for the City as a whole. The Chamber is marketing the City for their businesses which you can do because it's your money. He said that he hopes they can work together in the future, but One St. Charles has a greater responsibility to the residents of the City.

Ald. Payleitner said that part of the One St. Charles offering was support to businesses and that is more of the Chamber's purpose and probably more of what Mr. DiCiaula is talking about with duplicity. Ald. Turner said that the issue is if the merger should take place. Ald. Payleitner said that's already been decided, it's how it happens that needs to be looked at, or do we say go ahead with the merger and here's your money, that's my concern. Ald. Turner said during the budget process we can ask questions. We're only going to get to that point if we say continue forward. My only concern is that this is within the parameters of the SSA.

Mr. Steve Martin (1485 Banbury Avenue, St. Charles) addressed the Council and stated that Ald. Payleitner's suggestion that the CVB supported a hotel in Bartlet was not true. The Greater CVB did support businesses in Campton and Elburn, and neither of them have hotels. The idea was to bring people there as tourists and have them stay, eat and shop in St. Charles. Mr. Martin spoke to Ald. Turner and said that he is a firm supporter of watching out for resident's money and he's happy to see that the Alderman is concerned about that. Mr. Martin said that the hotel motel tax, which is where the CVB

funding comes from, the bulk of it, goes into the City's General Fund. Less than half goes to the CVB and other organizations. Almost all of it is raised from individuals outside of St. Charles, not residents. He said that what should be done is to continue forward so One St. Charles can bring more people into St. Charles.

Tom Anderson (712 Horne Street, St. Charles) passed out a copy of SSA -1B ordinance to the Council Members. He said that he looks at the City's economic development and there has been a lot coordinated to the CVB and the Partnership. He said he has property downtown and over the last 27 years he has paid over \$200,000. He told the Council that he was president of the Chamber, was on the first board of directors of the CVB serving there for 25 years, and was at the kick-off the Friends of St. Charles/Downtown St. Charles Partnership; then in 1992 the SSA was passed. Mr. Anderson said that the years that the DSCP has been working the town has changed, in cooperation with the City making big investments. A lot of hours from DSCP employees have created a revitalized downtown. What inspired the revitalization? It was the SSA-1B passed in 1992. Mr. Anderson discussed the different sections of the ordinance and what it dictates. He said that his contention is that the downtown has been revitalized it's a new city from what it was 27 years ago. He said that SSA-1B is not needed; it's done its job and should end. That would solve the restrictions of what is spent where and how it's controlled. He said his café's on the west and east wouldn't be limited if the SSA was ended. The discussion needs to go forward regarding the merger, but that SSA-1B does not need to be here.

Paul Lencioni (3301 Greenwood Lane, St. Charles) he addressed the Council and indicated that he is 100% in support of combining the two organizations.

Craig Larson (112 Remington Drive, St. Charles) indicated that there were a lot of productive discussion between the Chamber and the City for months. He said that at the time he was the Chair of the Chamber and close with the DSCP, but there were duplication of efforts. As a business owner he sponsors the DSCP, the CVB, and the Chamber, and are members of the DSCP and the CVB, duplication of efforts. Through the discussions it became apparent that the missions were different. Personally, he thought a merger may make sense. But it was too soon to bring the three groups (CVB, DSCP, Chamber) together at that time. There was talk about making sure that we work together and support each other and avoid duplication. He said that he thinks a merger makes sense, but he encourages everyone to work together so there is no duplication of efforts.

Ald. Turner spoke to Mr. Anderson and said that he understands he doesn't want the SSA to be in effect much longer, but that would have to be a discussion at another time. Ald. Turner indicated that the plans for a merger should continue, sharpen the pencil, and make sure that everything is legal, and we'll move on from there. When we get to the budget hearing be prepared to ask questions that go beyond dollars and figures, but include organization.

7. Executive Session


- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

8. Additional Items from Mayor, Council, Staff, or Citizens.

9. Adjournment

Motion by Ald. Stellato, second by Ald. Lemke to adjourn the meeting at 8:55 pm.

:tc

	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IE
	Title:	Motion to approve a Resolution Authorizing Publication and Sale of the 2019 City of St. Charles Official Zoning Map	
	Presenter:	Rita Tungare	
Meeting: City Council		Date: March 4, 2019	
Proposed Cost: N/A		Budgeted Amount: N/A	Not Budgeted: <input type="checkbox"/>
Executive Summary <i>(if not budgeted please explain):</i> <p>This is the annual publication of the zoning map, as required by State statute.</p>			
Attachments <i>(please list):</i> Resolution; Updated Zoning Map			
Recommendation/Suggested Action <i>(briefly explain):</i> Motion to approve a Resolution Authorizing Publication and Sale of the 2019 City of St. Charles Official Zoning Map			

City of St. Charles, Illinois
Resolution No. 2019 - _____

**A Resolution Authorizing Publication and Sale of the 2019
City of St. Charles Official Zoning Map**

**Presented & Passed by the
City Council on _____**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois as follows:

1. Pursuant to 65 ILCS Section 5/11-13-19 entitled “Official Zoning Map Publication”, the City Council hereby authorizes the publication of the official zoning map entitled “Official Zoning Map” dated March 4, 2019; and
2. That public notice of the publication of said Official Zoning Map shall be published in the Daily Herald newspaper no later than March 31, 2019; and
3. That copies of said Official Zoning Map be made available for public inspection and sale.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 4th day of March, 2019.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 4th day of March, 2019.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 4th day of March, 2019.

Raymond P. Rogina, Mayor

Attest:

City Clerk/Recording Secretary

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:

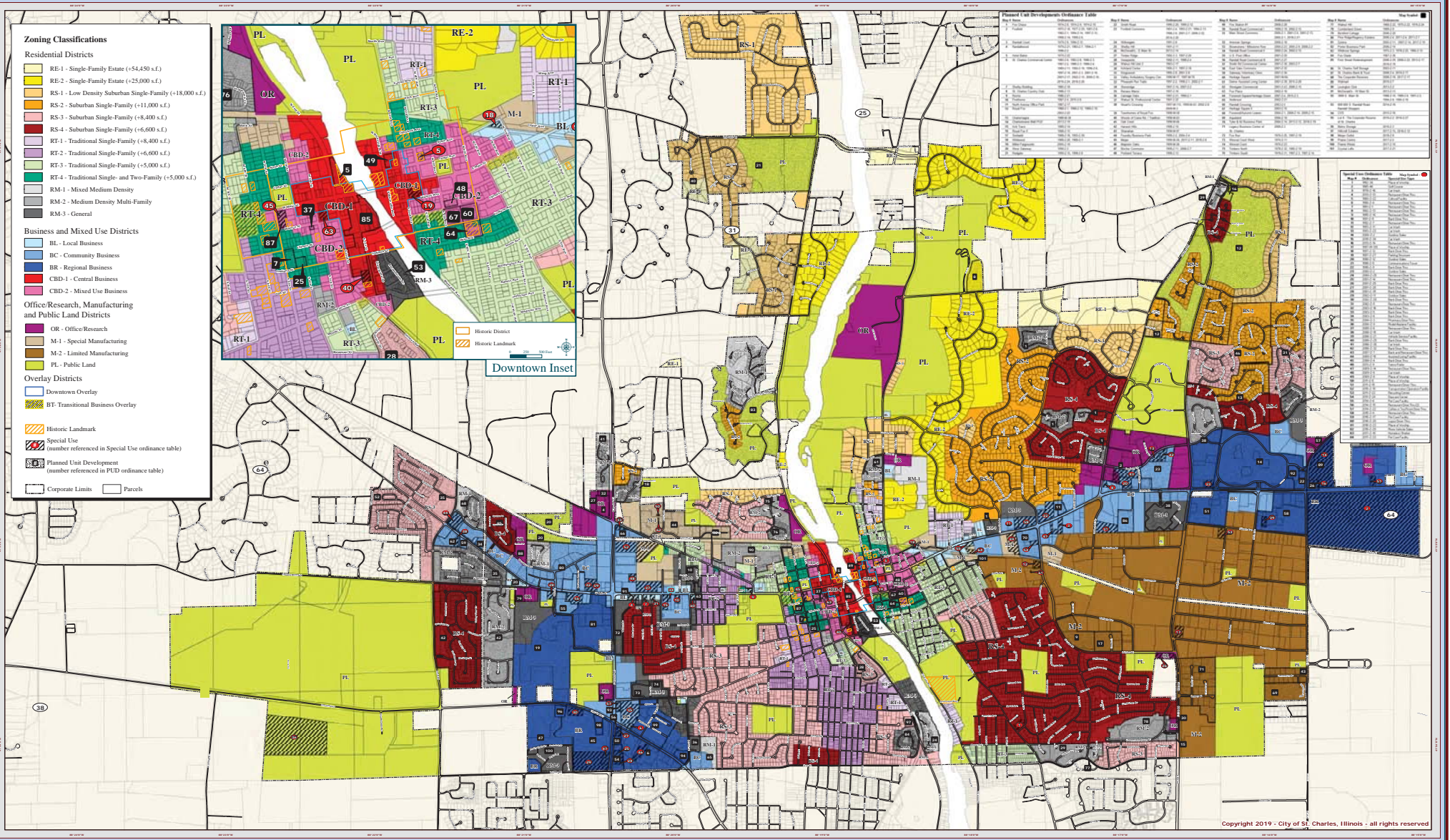


City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1984
Phone: 630-377-4400 Fax: 630-377-4440 www.stcharles.gov

Official Zoning Map

RAYMOND ROGINA Mayor
MARK KOENEN City Administrator



**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, OCTOBER 22, 2018, 7:00 P.M.**

Members Present: Chairman Payleitner, Aldr. Stellato, Aldr. Silkaitis, Aldr. Lemke, Aldr. Turner, Aldr. Bancroft, Aldr. Gaugel, Aldr. Vitek, Aldr. Bessner

Members Absent: Aldr. Lewis

Others Present: Peter Suhr, Director of Public Works; Chris Adesso, Asst. Director of Public Works - Operations; Tom Bruhl, Electric Services Manager; Tim Wilson, Environmental Services Manager; AJ Reineking, Public Services Manager; Ken Jay, Engineering Manager; Jim Keegan, Police Chief; Eric Mahan, Deputy Chief of Administration; Joe Schelstreet, Fire Chief; Larry Gunderson, Director of Information Systems; Chris Minick, Director of Finance

1. Meeting called to order at 7:00 p.m.

2. Roll Call

K. Dobbs:

Stellato: Present

Silkaitis: Present

Payleitner: Present

Lemke: Present

Turner: Present

Bancroft: Present

Gaugel: Present

Vitek: Present

Bessner: Present

Lewis: Absent

3.a. Electric Reliability Report – Information only.

3.b. Active River Project Update – Information only.

3.c. Natural Resources Commission Minutes – Information only.

3.d. Phosphorus Removal and Digester Improvements Project Update – Information only.

4. OMNIBUS VOTE – Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion.

Items *7.e, *7.f, *7.g

Motion by Aldr. Gaugel, seconded by Aldr. Turner. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

5.a. Recommendation to accept the auditors reports for the fiscal year ending April 30, 2018, including the Comprehensive Annual Financial Report, Independent Auditor's Report Pursuant to Uniform Guidance, Management Letter, Pension Fund Reports, TIF Compliance Reports, and Sales Tax Revenue Bond Compliance Report.

Chris Minick presented. As the Committee is aware, State Statute requires the City undergo an audit each and every year. For the last year several years, the City has contracted Sikich from Naperville to perform that function as required by State Statute. The report was distributed in advance earlier this evening as well as several pieces related to the audit.

Here tonight to make a brief presentation of the City's comprehensive financial report and explain some of the highlights of the audit for the fiscal year that just ended is Fred Lenz is here to give us that information.

Presentation by Fred Lenz.

Aldr. Turner: We are going to have several TIF's retiring in the next three years; I think two are positive and one is a negative – Chris, is that true?

Mr. Minick: Yes, I believe that to be the case.

Aldr. Turner: Is that going to help us?

Mr. Lenz: During my presentation I mentioned if the TIF's are unable to repay that, we would be reducing the general fund balance by those amounts. We've looked at the projections and worked with the City on the projections; we believe the three that will be closing will all be able to repay the loans and reduce those advances without a negative impact on the City's general funds. The two others that mature in 2025 and 2027, we are hoping the economy will continue to turn around and the activity will continue to occur.

Mr. Minick: Those coming up in the next three to four years and then we have two more that are closer to five to seven years.

Aldr. Turner: But that all helps us.

Mr. Lenz: Yes; as long as we don't have another downturn where we see the EAV go down.

Mr. Minick: We are seeking a motion to accept the auditor's reports as were included in the packet this evening.

No further discussion.

Motion by Aldr. Lemke, seconded by Aldr. Gaugel. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

6.a. Recommendation to Authorize City Staff to execute an Agreement with IT-Stability Systems for Dacra Software Upgrade and Hosting Services.

Eric Mahan presented. This is the software package that our staff uses for parking tickets, compliance tickets, local ordinance tickets, from issuance through adjudication. The current version is almost 10 years old and in need of updating. Police and IS Staff began working with IT Stability to determine if the latest version of the software would meet our functionality requirements and it was determined that it would and it offered additional functionality such as electronic ticketing, towing and impound management and enhanced adjudication services.

The proposed initial cost for Dacra software is \$7,500 and the annual software use in hosting is \$18,000 or \$1,500 per month. In the current fiscal year, we budgeted \$25,000, but in working with IT Stability, we looked at the possibility of a two year agreement along with a set-up fee for a total of \$43,500. However, that would consist of the \$7,500 fee and the \$1,500 per month fee beginning at the "go live" date so we won't exceed what we currently have budgeted in this fiscal year and then we are looking at budgeting the subscription fee into the out years.

Aldr. Payleitner: So even though on the Executive Summary it says it's over budget, it really isn't because we are doing a two year.

Deputy Chief Mahan: Correct.

No further discussion.

Motion by Aldr. Turner, seconded by Aldr. Bessner. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

7.a. Recommendation to award the Bids for Bid Package #3B and Interior Design Presentation for the Police Station Project.

Peter Suhr presented. We are almost to the milestone marker for this project; on October 9, all remaining bids for the project were received which represented about \$10.5 million for construction costs. We were seeking bids for 13 separate bid packages on that date, most of which had multiple bids associated with them. In total, we received 56 separate bids and some of those were from many local contractors. It takes quite a bit of time to review those bids and analyze them, especially considering the alternates that we had included. It also takes extensive time to meet with the apparent low bidders and to review all their documentation and qualify them for the project as well. We are still in the process of doing that for some of the bid packages. Therefore, tonight we are only prepared to award six of the 13 bid packages. The remaining seven bid packages will be ready for approval in approximately two weeks so we are looking at bringing that back to the Government Operations Meeting in two weeks.

We are pleased to announce that not only did we receive many bids for our work, but that resulted in lower than anticipated costs. We continued to trend downward from our most recent cost estimate. For example, the six bids we are seeking approval for tonight are combined \$460,000 less than our last cost estimate. In about two weeks, you'll find that trend will continue.

If there are no questions, staff recommends approval of the bids for Bid Package 3B in the amount of \$8,408,941 as noted in your packet.

No further discussion.

Chairman Payleitner: Kristi, would you call a roll, please?

K. Dobbs:

Lewis: Absent

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Motion by Aldr. Bancroft, seconded by Aldr. Vitek. No additional discussion. Approved unanimously by roll call vote. **Motion carried.**

Mr. Suhr: Tonight we have a brief presentation of our interior design packet. FGM Architects who is represented by Anna Bella and Regan. Regan is head of the interior design group for FGM and she is a resident of St. Charles.

Anna Bella Orlando, FGM Architects, 1211 West 22nd Street, Oakbrook, IL.

Regan Porter, FGM Architects, 1211 West 22nd Street, Oakbrook, IL.

Ms. Orlando: We have an interior 3 dimensional walk-thru of the building this evening. Up to this point, we have presented different static images of the exterior thus far. With the 3-D walk-thru, it allows us to give you the opportunity to sense what the interior space is going to be like.

Ms. Porter: As you see the different interior images, keep in mind all the materials we used are for durability, longevity, ease of maintenance and brought together in pleasing ways in conjunction with the City's value and vision. You'll notice a lot of different branding elements; one thing that is highlighted when you go into the community room is the mission statement.

Presentation by Ms. Orlando and Ms. Porter

Aldr. Lemke: What kind of flooring material are we using?

Ms. Porter: In the lobby we are using a large format porcelain tile which will help with durability and ease of maintenance.

Aldr. Lemke: Is there elevator accessibility?

Ms. Porter: Yes, absolutely.

No further discussion.

7.b. Recommendation to approve Agreement for Exterior Renovations to City Owned Building at 107-109 East Main Street (Formers George's Sports) to Schramm Construction.

Peter Suhr presented. The City is continuing to move forward with improvement and renovations to the George's building. The interior demolition and abatement work is almost complete; the building looks great on the inside. Now that the partitions, wall paneling and ceilings are removed, you can visual the adaptive reuse opportunities for the space. In particular, I appreciate the interior brick wall that is common with the Arcada building.

Tonight we are focused on the next phase of the project which is improvements to the exterior elevations. Schramm Construction received several trade bids to complete this work which totaled about \$354,000. Recognizing our total budget is about \$900,000,

staff is reluctant to ask for approval of the entire \$340,000 at this point in time until all the remaining bids are open, which we anticipate in December. We still have the interior work to bid out and the site utilities. Therefore, to keep the project moving forward without overextending the project financially, tonight we are recommending approval of only a portion of the exterior renovation bids. More specifically, approval of \$105,920 would allow us to proceed with renovations to the front façade only that would include repairs and replacement of the bay windows, tuck pointing and painting of the siding and trim.

Staff recommends approval of the agreement for partial exterior renovations for the former George's Sport building.

Chairman Payleitner: I would like to add to the motion "in the amount of \$105,920, alternative 1A".

Aldr. Turner: We aren't going to do the sewer connections or anything?

Mr. Suhr: We are designing the sewer connections now and those bids will be open in December once that work is designed and ready. As we laid out the schedule, we wanted to get some of the exterior work done while the weather is still good, so we are going to be rushing to get this exterior work done before our holiday homecoming events in five weeks. Come December, when we know the total financial burden to the project, we can make some decisions on moving forward with continuing renovations.

Aldr. Turner: It looks like we are putting off the drain tile until next year; did we have any problems with it last winter?

Mr. Suhr: I don't recall that we did, no.

Aldr. Lemke: Was there some plywood on the front that needs to be removed?

Mr. Suhr: Most of the plywood siding is on the lower section. The ultimate plan is to remove and replace it, but for now we are going to put a coat of paint on it to match the upper elevation improvements and next spring when we revisit the exterior elevations, the ultimate plan is to remove that siding and replace it with new.

No further discussion.

Chairman Payleitner: Kristi, would you call a roll, please?

K. Dobbs:

Lewis: Absent

Stellato: Yes

Silkaitis: Yes

Lemke: Yes
Turner: Yes
Bancroft: Yes
Gaugel: Yes
Vitek: Yes
Bessner: Yes

Motion by Aldr. Lemke, seconded by Aldr. Silkaitis. No additional discussion. Approved unanimously by roll call vote. **Motion carried.**

7.c. Presentation of Water Supply Component of Water Utility Master Plan.

Chris Adesso presented. Tonight I'll be presenting the next component of the 10 Year Water Utility Master Plan. In August, I presented the 10 Year Plan that was completed by Trotter & Associates and suggested that the plan was broken into four components. Tonight's presentation will focus on the water supply component and essentially the treatment component of the plan.

Presentation by Chris Adesso.

Aldr. Turner: How would we update Well 7?

Mr. Adesso: Due to its age, we are not able to leverage it as we normally have, so it essentially needs an overhaul; everything from the filters, to the pump.

Aldr. Lemke: Is Well 7 deep or shallow, and what is the approximate location?

Mr. Adesso: Shallow. It is on Randall Road, adjacent to X-Sport Fitness. Everything we recommended here is about in the \$15-20 million in today's dollars.

Presentation by Chris Adesso.

Aldr. Stellato: These are big numbers. If we tapped into Lake Michigan; would that allow us to grow without adding capital costs as our PE demand grew or would we have to keep adjusting like all the other alternatives? Also, each one of these alternatives going forward, what is the annual maintenance costs?

Mr. Adesso: I don't believe we have included O&M in all of these costs. To answer the first part of your question, DWC could provide us the capacity through growth, however, the one negative is we lose control of the user rate, so eventually the DuPage Water Commission would set that user rate. We can certainly check on that O&M.

Mr. Wilson: With the DWC, we still have to maintain our own water supply for emergencies; we would still have to have back up wells.

Mr. Adesso: One negative with Lake Michigan water is that because of the water our system is designed and because of the geographic qualities of our City, we would essentially have to install booster stations and linking water mains or distribution mains to move water to all parts of the City to keep pressure up, so that is an additional capital expenditure. However, that is rolled in to those capital dollars.

Aldr. Turner: Schaumburg has a deal with the DWC that their water rate cannot increase more than the CPI or more than 5%.

Aldr. Vitek: With the DWC you don't have these costs all together, so it's not the \$65 million PLUS \$58 million – that's eliminated completely, but you still have the storage costs you were talking about like the wells.

Mr. Adesso: Correct.

Aldr. Silkaitis: How do we pay for any of these options? Have we done an analysis of what it would cost the user per month to pay for this?

Mr. Adesso: We haven't done any analysis of the rate, however, I think everyone is familiar we are working through the final stages of the rate study for the water utility, and as I understand it, the deliverable for that rate study is dynamic. We can take the deliverable from that rate study and plug in any capital expenditures that the City is planning and calculate what the future rate would be.

Some things we have been tossing around at staff level is when enacted the Wastewater Treatment plant project that we have going on now, that is a \$15 million project and it was \$5 per month on the rate.

Aldr. Silkaitis: So we would have to triple that, it would be \$15-\$20 per month for soft water. Just to do it, plus the ongoing expenses to maintain it.

Aldr. Lemke: On the population assumption; is that due to annexations, build-out, or is it the assumption that we are going to have more retail?

Mr. Adesso: It is based on everything we have programmed with Community Development right now. Because we are anticipating that growth for things that are programmed but aren't yet real, we can continue to monitor and we don't need to say we need to do this right now and as they become closer to reality, we can start to react IF we take steps to do that in the near future.

Aldr. Lemke: If we were to implement the utility scale water softening, is there a reason to think we will reduce our outflow?

Mr. Adesso: We don't have any scientific metrics on that, but anticipate that some folks will turn their softeners down.

Aldr. Turner: Say we built one of the buildings by the Red Gate Tower. Would it take a lot of room?

Mr. Adesso: That is one of things we need to study and that is why we need to have more discussion about utility scale water softening specifically through the budget season. Each one of those requires a different foot print, some much larger than others with different components.

Next steps: we need to start executing some of these supply recommendations over the next one to five years with the critical path being the Well 7 project that we talked about earlier. Continue to investigate new well locations. Trial test new treatment alternatives and ultimately update and incorporate these projects into our capital improvement plans. We will conduct any further studies as needed as directed by the Committee and understand the policy direction of utility scale water softening.

Aldr. Turner: DWC is expensive and I know we do not have full control over our purchase price of water. But when you start adding up some of these numbers, I would like to see a comparison; don't throw out DWC. When we look at operation maintenance, it may be worth it to look at DWC.

Mr. Adesso: It was not our intent to exclude any alternatives at this time, with the exception of the Fox River option. There is an aspect of DWC and I want to be clear that the City still has to maintain a supply in case there is an outage on DWC so that we can continue to supply water to our customers. As a really bad example, if there is a break on a transmission main between here and the next connection point in Carol Stream and they have to shut it down to service it, the City utility would still have to maintain all of its existing utilities and meet that peak demand without the DWC connection. I apologize if I didn't get that across clear enough before.

Aldr. Turner: I think you said we would be like the Naperville model where we would keep a couple wells going just in case.

Mr. Adesso: In our case because we would only have a singular connection, we would have to keep our higher system in place, unless we would get a second connection, which is unlikely.

Aldr. Lemke: Well 7 improvements are on the more critical path?

Mr. Adesso: Yes, we are implementing design on that as early as next fiscal year.

Aldr. Gaugel: This is an observation more than a question. At the current police station we have one of our major wells for the City. I think it would be wise to keep the potential use of that site to consider if we could eliminate that.

Chairman Payleitner: Do you need anything feedback-wise from us?

Mr. Adesso: No, I know this is a lot of information. Just take the time to absorb; I would be happy to meet with anyone who wants more detailed information.

Chairman Payleitner: I would request the Power Point be available for everyone to see.

Aldr. Lemke: The DWC option looks very pricy, but I would to see the comparison of that with two or three more plans, right next to each other.

Mr. Adesso: I have it here on this slide. If we go with the DWC the cost per gallon all in to meet the additional production needs is \$13.50 per gallon. As compared to Alternative 5 it's \$1.83 per gallon. We did that analysis, we just didn't lay out the capital dollars in columns for you, but we can certainly present that in a different way.

Aldr. Lemke: Options 3-7 do not tell me what it would cost to add commercial softening, which is a separate slide. If you look at it that way, then the \$65 million doesn't stand alone.

Mr. Adesso: Right; the approximate cost would be about comparable given the capital expenditures are similar. It is a very close comparison, but we would be happy to break it down in a different way.

No further discussion.

7.d. Recommendation to approve Agreement Authorizing Grant Acceptance – IEPA Section 319 Grant for the 7th Avenue Creek Project.

Ken Jay presented. The 7th Avenue Creek Project Phase 1 is from South 10th Avenue to Washington Avenue. We have received approval from IEPA for a \$1.2 million 319 Grant which is awarded for Water Quality Improvement Projects. The estimated total project cost is \$5.8 million, so the City's estimated share is \$4.6 million. The debt service impact is approximately \$360,000 over 20 years. Design would begin this fiscal year with construction planned for 2021. The project will remove 13 homes from the floodplain, eliminate the majority of street flooding we see between 10th Avenue and Washington, it would create a park like setting with walking path and meandering creek. This is a stand-alone project; it doesn't commit us to future phases of the project.

Staff recommends approval to accept the grant and proceed with Phase 1 of the 7th Avenue Creek project.

Chairman Payleitner: What is our obligation if the State budget gets put on hold?

AJ Jain, HR Green. If the State budget comes to a point where it is put on hold or they delay the project, that funding eventually came through. I will look into it, but they could potentially delay the project, but they won't take the funding away.

Chairman Payleitner: On page 27 of the agreement, it says the total project cost is \$2 million and we are in for \$807,000.

Mr. Jain: There is a total project cost of \$5.8 million. When we submitted the grant application, we projected the total cost and from that, the EPA is only paying for improvements they consider eligible for water quality improvements which is \$2 million and they pay 60% which is the \$1.2 million.

Chairman Payleitner: In order to get the grant, do we have to have the whole project completed?

Mr. Jain: If you only did what the EPA is considering eligible, then you would have to pay \$800,000. But the way this project is structured, it is encompassing everything so you need to be prepared to fund the \$4.6 million.

Chairman Payleitner: Just so you know, Ken, I'm questioning the funding for this project and I do see how this is broken down.

Aldr. Lemke: If that's the case, I would reject the funding opportunity as a result.

No further discussion.

Chairman Payleitner: Kristi, would you call a roll, please?

K. Dobbs:

Lewis: Absent

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Motion by Aldr. Silkaitis, seconded by Aldr. Stellato. No additional discussion.
Approved unanimously by roll call vote. **Motion carried.**

8. Executive Session

None.

9. Additional items from Mayor, Council, Staff or Citizens.

None.

10. Move to Adjourn Government Services Committee Meeting.

Motion by Aldr. Lemke, seconded by Aldr. Bancroft. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, NOVEMBER 26, 2018, 7:00 P.M.**

Members Present: Chairman Payleitner, Ald. Silkaitis, Ald. Lemke, Ald. Turner, Ald. Bancroft, Ald. Gaugel, Ald. Vitek, Ald. Bessner, Ald. Lewis

Members Absent: Ald. Stellato

Others Present: Raymond Rogina, Mayor; Mark Koenen, City Administrator; Peter Suhr, Director of Public Works; Chris Adesso, Asst. Director of Public Works - Operations; Karen Young, Asst. Director of Public Works – Engineering; Tom Bruhl, Electric Division Manager; Tim Wilson, Environmental Services Manager; AJ Reineking, Public Works Manager; Jim Keegan, Police Chief; Joe Schelstreet, Fire Chief; John McGuirk, City Attorney

1. Meeting called to order at 7:00 p.m.

2. ROLL CALL

K. Dobbs:
Stellato: Absent
Silkaitis: Present
Payleitner: Present
Lemke: Present
Turner: Present
Bancroft: Present
Gaugel: Present
Vitek: Present
Bessner: Present
Lewis: Present

3. ADMINISTRATIVE

- a. Electric Reliability Report – Information only.
- b. Active River Project Update – Information only.

- c. Natural Resources Commission Minutes – Information only.
- d. Phosphorus Removal and Digester Improvements Project Update – Information only

Ald. Gaugel: Before the omnibus vote, due to complexities and learning and getting a feel for what should and shouldn't be included in the omnibus vote, I'd like to remove 5 items from the omnibus vote.

Motion by Ald. Gaugel second by Turner to remove items 5b., 5c., 5f., 5h., and 5n. from omnibus on the agenda.

Voice Vote: Ayes: Unanimous; Nays: None. Chairman Payleitner did not vote as Chairman. **Motion Carried**

4. OMNIBUS VOTE

Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

Motion by Ald. Gaugel second by Ald. Lemke to approve the omnibus vote minus items 5b., 5c., 5f., 5h., and 5n.

Voice Vote: Ayes: Unanimous; Nays: None. Chairman Payleitner did not vote as Chairman. **Motion Carried**

BLIZZARD UPDATE

Peter Suhr: We received our first major snow event last night. The official record was 9.8 inches of snow. By daybreak our streets and roads were in good condition open for traffic. There is no more snow in the immediate forecast so all should be good for school tomorrow.

We had several power outages overnight mainly due to loss of ComEd services to our substations and the high winds caused some overhead lines to fall. All outages were restored by daybreak this morning. There are still several isolated residents with service line damages from trees and limbs. Today we have been focused on assisting those residents. The wet snow caused many trees, branches and limbs to fall which partially blocked streets, driveways and sidewalks. We've been working with several crews to clear that debris and we'll continue to do that throughout the week.

There are a lot of public and private tree branches that have fallen and will continue to fall because of the expected cold weather. We'll keep an eye on that and see how that relates to our brush pickup and if we'll need a special brush pickup. We'll be analyzing that throughout the week and keep you updated.

5. PUBLIC WORKS DEPARTMENT

*a. Presentation of Proposed 2019 Street Program.

b. Recommendation to approve a Design Engineering Agreement with WBK Engineering, LLC for the North 2nd and Delnor Avenues Project.

Ken Jay: Staff recommends a contract with WBK Engineering for final engineering and design of sewer and water main replacements, drainage improvements and street reconstruction as a continuation of design services, design contract. Its approximately 6.4% of the concept level construction engineers estimate which is well below the 10% allotment. We had a resident questionnaire done in concept phase that highlighted the importance of keeping the private and wooded character of the neighborhood. Residents do not want the street widened, they do not want sidewalks added.

Project challenges are extremely narrow streets with deep sewers and over hanging trees. It's a major issue for trucking and excavation operations, as well as resident access. There is sensitive design and construction consideration such as heated driveways, sewer improvements in heavily wooded side yards, and water main connections on the golf course.

Chairman Payleitner: When was the survey of the neighbors?

Ken Jay: That was started in 2016.

Ald. Gaugel: The reason for the one proposal that was presented by WBK, as Peter put it, was we had awarded this initially and this is the follow-up work to that. It makes sense that we keep the same firm. That was one of the reasons I requested it be removed. I think this is fine, I have no issue.

Motion by Ald. Gaugel, second by Ald. Vitek to recommend approval of a Design Engineering Agreement with WBK Engineering, LLC for the North 2nd and Delnor Avenues Project.

Roll Call: Ayes: Bessner, Lewis, Silkaitis, Lemke, Turner, Bancroft, Gaugel, Vitek; Nays: None; Absent: Stellato. Chairman Payleitner did not vote as Chairman.

Motion Carried

c. Recommendation to approve a Design Engineering Agreement with HR Green, Inc. for Phase 1 of the 7th Avenue Creek Project.

Ken Jay: Staff is recommending a contract with HR Green, Inc. for final engineering design and permitting for Phase 1 of the 7th Avenue Creek flooding reduction and water quality improvement project as a continuation of design engineering services. Design will span three fiscal years and construction is planned for 2021.

Chairman Payleitner: My concern was that staff anticipates approving the \$95,000 at this time. That's what you're spending right now, we're approving the whole \$369,000 tonight, correct?

Ken Jay: Yes, that's the intent.

Motion by Ald. Turner, second by Gaugel to recommend approval of a Design Engineering Agreement with HR Green, Inc. for Phase 1 of the 7th Avenue Creek Project.

Roll Call: Ayes: Bessner, Lewis, Silkaitis, Lemke, Turner, Bancroft, Gaugel, Vitek; Nays: None; Absent: Stellato. Chairman Payleitner did not vote as Chairman.

Motion Carried

*d. Recommendation to approve Easement from Rookies at 1545 W. Main Street.

*e. Recommendation to approve Phosphorus Removal and Digester Improvements Project Change Order No. 5 to IHC.

f. Recommendation to award the Bid for the Dunham Road Force Main Replacement Project.

Tim Wilson: The City received three bids for this project. Mid America Underground was the low bid. The City staff recommends moving forward with the alternative bid amount of \$532,676.

Motion by Ald. Turner, second by Bancroft to recommend approval to award of the Bid for the Dunham Road Force Main Replacement Project to Mid America Underground.

Roll Call: Ayes: Bessner, Lewis, Silkaitis, Lemke, Turner, Bancroft, Gaugel, Vitek; Nays: None; Absent: Stellato. Chairman Payleitner did not vote as Chairman.

Motion Carried

*g. Recommendation to award Proposal for Construction Engineering Contract for Dunham Road Force Main Replacement.

h. Recommendation to approve Notice of Intent for the South 7th and Division Avenues Lift Station Construction Project.

Tim Wilson: There were five bids received for this construction project. Marc Kresmery Construction, LLC was the low bid. The key on this project is the funding. We're asking for a different type of approval, we're asking for a Notice of Intent. The Notice of Intent goes to the IEPA for approval.

Our recommendation is to approve the Notice of Intent to Mark Kresmery Construction, LLC for the 7th Avenue and Division Lift Station Construction project in the amount of \$642,500 and a resolution authorizing the Mayor and Clerk to execute the same on behalf of the City of St. Charles.

Motion by Ald. Bancroft, second by Ald. Gaugel to recommend the approval of a Notice of Intent for the South 7th and Division avenues Lift Station Construction Project.

Voice Vote: Ayes: Unanimous; Nays: None. Chairman Payleitner did not vote as Chairman. **Motion Carried**

- *i. Recommendation to Waive the Formal Bid Procedure for the Purchase of UV Disinfection Parts.
- *j. Recommendation to approve the Sale of Items of Personal Property owned by the City of St. Charles via an Online Auction to the Highest Bidder.
- *k. Recommendation to approve the Purchase of 2018/2019 Treated Rock Salt from Compass Minerals through the State of Illinois Joint Purchasing Program.

l. Recommendation to approve the Award of One 2019 Ford F-250 Supercab to Hawk Ford and to Sell the Replacement Vehicle #1700, a 2008 Ford F-350.

Mike Shortall: Staff is seeking approval to purchase vehicles from a local vendor, Hawk Auto. Quotes were also acquired through the SBC Co-op vendor Currie Motors. Staff is also seeking approval to sell the replacement truck, Vehicle #1700, a 2008 Ford F-350. This has been approved through the vehicle fleet committee and also passed through budget.

Motion by Ald. Turner, second by Ald. Gaugel to recommend the approval of the Award of One 2019 Ford F-250 Supercab to Hawk Ford and to Sell the Replacement Vehicle #1700, a 2008 Ford F-350.

Roll Call: Ayes: Bessner, Lewis, Lemke, Turner, Bancroft, Gaugel, Vitek;

Nays: None; Abstain: Silkaitis; Absent: Stellato. Chairman Payleitner did not vote as Chairman. **Motion Carried**

m. Recommendation to approve the Award of One 2019 Ford F-250 Supercab to Hawk Ford and Sell the Replacement Vehicle #1832, a 2007 Ford F-550.

Mike Shortall: Staff is seeking approval to purchase vehicles from a local vendor, Hawk Auto. Quotes were also acquired through the SBC Co-op vendor Currie Motors. Staff is also seeking approval to sell the replacement truck, Vehicle #1832, a 2007 Ford F-550. This has been approved through the vehicle fleet committee and also passed through budget.

Motion by Ald. Gaugel, second by Lemke to recommend the approval of the Award of One 2019 Ford F-250 Supercab to Hawk Ford and Sell the Replacement Vehicle #1832, a 2007 Ford F-550.

Roll Call: Ayes: Bessner, Lewis, Lemke, Turner, Bancroft, Gaugel, Vitek;
Nays: None; Abstain: Silkaitis; Absent: Stellato. Chairman Payleitner did not vote as Chairman. **Motion Carried**

n. Recommendation to approve Land Acquisition Easement Agreement Between the City of St. Charles and Medical Building Located at 110 S. 17th Street.

Peter Suhr: The City owns Lot 4, as identified in your packet. Lot 4 surrounds a medical building along 7th Avenue. It includes 2 parking lots, 25 spaces are north of the medical building, and 10-12 spaces are south of the building. Staff is seeking approval of the transfer/sale of the north parking lot to the owners of the medical building, Canal Winchester, LLC. We are also looking to establish an easement for the south parking lot.

Ald. Lemke: Is there an agreement with the owners of the building and did the City attorney approve the agreement?

Peter Suhr: It has been reviewed and approved by both parties.

Motion by Ald. Bancroft, second by Ald. Lemke to recommend approval of a Land Acquisition Easement Agreement Between the City of St. Charles and Medical Building Located at 110 S. 17th Street.

Voice Vote: Ayes: Unanimous; Nays: None. Chairman Payleitner did not vote as Chairman. **Motion Carried**

Motion by Ald. Lemke second by Ald. Bancroft to enter executive session as permitted under 5 ILCS 120/2(c)(5).

Roll Call: Ayes: Bessner, Lewis, Silkaitis, Lemke, Turner, Bancroft, Gaugel, Vitek;
Nays: None; Absent: Stellato. Chairman Payleitner did not vote as Chairman.

Motion Carried

6. EXECUTIVE SESSION

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

Motion by Ald. Lemke second by Bessner to exit executive session at 7:55 pm.

Voice Vote: Ayes: Unanimous; Nays: None. Chairman Payleitner did not vote as Chairman.

Motion Carried

7. ADDITIONAL ITEMS FROM MAYOR, COUNCIL, STAFF OR CITIZENS

8. ADJOURNMENT

Motion by Ald. Lemke, second by Bancroft to adjourn the meeting at 7:56 pm.

Voice Vote: Ayes: Unanimous; Nays: None. Chairman Payleitner did not vote as Chairman.

Motion Carried

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, JANUARY 28, 2019, 7:00 P.M.**

Members Present: Chairman Payleitner, Aldr. Stellato, Aldr. Silkaitis, Aldr. Lemke, Aldr. Turner, Aldr. Gaugel, Aldr. Vitek, Aldr. Bessner, Aldr. Lewis

Members Absent: Aldr. Bancroft

Others Present: Peter Suhr, Director of Public Works; Chris Adesso, Asst. Director of Public Works - Operations; Tom Bruhl, Electric Services Manager; Tim Wilson, Environmental Services Manager; AJ Reineking, Public Services Manager; Ken Jay, Engineering Manager; Jim Keegan, Police Chief; Joe Schelstreet, Fire Chief; Chris Minick, Director of Finance

1. Meeting called to order at 7:00 p.m.

2. Roll Call

K. Dobbs:

Stellato: Present

Silkaitis: Present

Payleitner: Present

Lemke: Present – arrived at 7:05

Turner: Present

Bancroft: Absent

Gaugel: Present

Vitek: Present

Bessner: Present

Lewis: Present

3.a. Electric Reliability Report – Information only.

3.b. Natural Resources Commission Minutes – Information only.

3.c. Phosphorus Removal and Digester Improvements Project Update – Information only.

4. **OMNIBUS VOTE – Items with an asterisk (*)** are considered to be routine matters and will be enacted by one motion.

Items *5.a

Motion by Aldr. Gaugel, seconded by Aldr. Stellato. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

- 6.a. **Consideration of Agreement for Deferred Electric Utility Project Costs for the Crystal Lofts Condominium Development.**

Tom Bruhl presented. This is an agreement for your consideration to defer the Electric Utility Project Costs for the Crystal Lofts Condominium Development. We asked the developer, Jeff Funke, to attend the meeting this evening, but unfortunately he isn't here. The proposed agreement was developed by the City attorney and the terms have been agreed to by Crystal Lofts, LLC.

No further discussion.

Chairman Payleitner: Kristi, would you call a roll, please?

K. Dobbs:

Stellato: Yes

Silkaitis: No

Lemke: No

Turner: Yes

Bancroft: Absent

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Yes

Motion by Aldr. Stellato, seconded by Aldr. Vitek. No additional discussion. Approved 6 to 2 by roll call vote. **Motion carried.**

- 6.b. **Recommendation to approve the 2018 Water Utility Master Plan.**

Chris Adesso presented. Staff is seeking approval of the Master Plan as a strategic planning document that can be used for programming capital projects, planning for future needs and to help ensure both short-term and long-term goals of the utility are met. Approval of the Master Plan does not constitute approval of any individual capital project or budgetary expenditure, nor does it alleviate the requirement of City Council approval of future expenditures to execute any planned projects.

No further discussion.

Chairman Payleitner: Kristi, would you call a roll, please?

K. Dobbs:

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Absent

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Yes

Motion by Aldr. Stellato, seconded by Aldr. Silkaitis. No additional discussion.
Approved unanimously by roll call vote. **Motion carried.**

**6.c. Recommendation to approve Phosphorus Removal and Digester Improvements
Project Change Order No. 6 to IHC.**

Tim Wilson presented. As part of the construction contract, IHC has drained, cleaned and completed a structural review of the north digester tank, its internal coating and other apparatus with a third party engineer. The inspection and structural report found the steel in the north digester was in poor condition and in need of several repairs. The internal coating of this tank was found to be in very good condition but due to the number of steel repairs needed inside the tank, the majority of the paint coating needs to be removed. City staff, IHC, our consulting engineer and a third party engineer reviewed the internal conditions and determined a complete internal coating replacement was warranted.

City staff, IHC and the consulting engineer continue to review the additional costs to the north digester and it was determined the contractor could effectively save costs on the digester insulation removal and replacement on the north digester. Collaboratively the contractor agreed to lower the insulation cost. Overall, the recommended balance of changes will increase the contract by \$107,564.70.

In addition to the increase in cost to the contract and changes in the scope of work on the north digester, the contractor has requested a time extension of 52 days. Staff and our consulting engineer have reviewed the project schedule and determined the time extension request is warranted.

Aldr. Lemke: How many times can those welds be fixed?

Mr. Wilson: They are all very small, but that is why we are going to drain the tanks approximately every five years so that we can inspect them sooner and see how everything is holding up.

Aldr. Gaugel: Is the 52 days factored into the schedule; in other words, does the 52 days start immediately or will they be coming back to us asking for more time if they get delayed by weather?

Mr. Wilson: The 52 days are factored in already.

No further discussion.

Chairman Payleitner: Kristi, would you call a roll, please?

K. Dobbs:

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Absent

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Yes

Motion by Aldr. Gaugel, seconded by Aldr. Stellato. No additional discussion. Approved unanimously by roll call vote. **Motion carried.**

6.d. Recommendation to Update Title 8 “Health and Safety” Chapter 8.24 “Garbage and Refuse”, Section 8.24.030 “Collection Services” of the City of St. Charles City Code.

Tim Wilson presented. This is a housekeeping item; it was brought to our attention that several residents requested we adjust the timeline in the current code for refuse containers to be set out for collection.

Staff made the revisions and recommends the revisions be made to Title 8 “Health and Safety”.

Chairman Payleitner: I would like to add that we requested this because there are HOA’s that enforce our code with their homeowners, so those residents can’t put their cans out earlier than stated in our code. In the winter, when it is dark and icy, it would be much safer to be able to put garbage cans out during the daylight when you can see what you are doing.

Aldr. Lewis: And I requested we add “alleys” because there are a lot of alleys in the Fifth Ward and people put their garbage in the alley rather than in front of their house, so I wanted to make sure we had that covered in the code as well.

Aldr. Stellato: Can we make it so that residents need to have their containers set out by 6:30 a.m. on the day of collection, rather than 6:00 a.m.? Lakeshore can’t start collection until 7:00 a.m., so that still gives people time to get their cans on the curb. If we can make that revision, I will approve this.

Chairman Payleitner: Sure, that is fine with me.

No further discussion.

Motion by Aldr. Stellato, seconded by Aldr. Vitek. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

6.e. Recommendation to approve Small Cell Wireless Facilities Design Standards.

Tom Bruhl presented. The City previously presented a new Ordinance section to cover Small Cell applications with City Right of Way in July 2018. The approved Ordinance has been added to the City Code Book as Section 13.24. Staff has developed design standards that are compliant with State Act 100-585.

Presentation by Tom Bruhl.

Aldr. Lewis: So we don’t have any choice in this?

Mr. Bruhl: Unfortunately no, this is a State Act.

Aldr. Gaugel: Can they go on the easement of a side or rear yard?

Mr. Bruhl: Yes, they are allowed to go on any utility easement.

No further discussion.

Motion by Aldr. Lewis, seconded by Aldr. Turner. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

6.f. Recommendation to approve Wording Change to City Code “Small Cell Wireless Applications” Section 13.24.021 (B).

Tom Bruhl presented. This is a housekeeping item. A new Ordinance section was put into effect in July of 2018 for Small Cell Wireless Applications. It was discovered there was a small typographical error that does not change the intent of the Ordinance; it said

“or” and should be “and not”. We made the wording change and are asking for approval of the Ordinance.

No further discussion.

Motion by Aldr. Turner, seconded by Aldr. Gaugel. No additional discussion. Approved unanimously by roll call vote. **Motion carried.**

6.g. Recommendation to award Purchase Order for Substation Transformer Load Tap Changer Maintenance to ABB, Inc.

Tom Bruhl presented. A critical component of our substation transformers are known as Load Tap Changers (LTC), which allow us to maintain consistent voltage on the grid as ComEd’s line voltage goes up or down. Based on the age and number of operations, four of our LTC’s were targeted for maintenance this fiscal year; this is a planned and budgeted expense.

Purchasing went out for bids and received four proposals. ABB, Inc. was the low bidder; they are well qualified to perform the work and do it within our scheduled timeline.

Staff recommends awarding the Bid for Substation Transformer Load Tap Changer Maintenance to ABB, Inc. in the amount of \$39,380.

No further discussion.

Motion by Aldr. Bessner, seconded by Aldr. Turner. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

7. Executive Session

None.

8. Additional items from Mayor, Council, Staff or Citizens.

None.

9. Move to Adjourn Government Services Committee Meeting.

Motion by Aldr. Stellato, seconded by Aldr. Silkaitis. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

**MINUTES
CITY OF ST. CHARLES, IL
SPECIAL CITY COUNCIL WORKSHOP
MONDAY, FEBRUARY 11, 2019 5:45 P.M.**

Members Present: Stellato, Silkaitis, Payleitner, Lemke (5:47pm), Turner, Rogina, Gaugel, Vitek (6:00pm), Bessner, Lewis

Members Absent: Bancroft

Others Present: Mark Koenen, City Administrator; Rita Tungare, Director of Community & Economic Development; Russell Colby, Community Development Division Manager; Fire Chief Schelstreet; Chris Minick, Director of Finance; Bob Vann, Building & Code Enforcement Division Manager; Pete Suhr, Public Works Director

1. CALL TO ORDER

The meeting was convened by Mayor Rogina at 5:45 P.M.

2. ROLL CALLED

Roll was called:

Present: Stellato, Silkaitis, Payleitner, Turner, Rogina, Bancroft, Gaugel, Bessner, Lewis

Absent: Bancroft

*Lemke not present for roll call, arrived at 5:47pm.

*Vitek not present for roll call, arrived at 6:00pm.

Ms. Tungare said HVS was engaged as a consultant last fall to conduct an economic impact analysis for the Fox River Corridor Master Plan, with the focus on the improvements in the area north of Main St. and South of the railroad bridge. The purpose of the workshop tonight is to provide the Council and members of the public with a progress report of the elements of the study, which have been completed thus far, what coming ahead, and to gather some input and direction from Council on the forthcoming financial projections.

Tom Hazinski-HVS- said they're at midpoint in the schedule and they feel they are at the point where they understand the level of demand that this development would attract, which is the very first step in doing an impact analysis; everything else flows from that estimate of what kind of utilization the post development would get. He said there's not a lot of similar type of developments, and the ones we've found that are, are different in many respects from what we've planned here. This took a lot more creativity and looking for data sources to find back-up and a rationale for understanding what the demand is. He then shared a presentation to give the Council and audience members an overview of the report and to present the preliminary findings:

Market Assessment:

- Drive time population and income
- Age and education
- Tapestry segments-characterizes people by their lifestyles.
- Recreation spending and participation
- Lodging supply

Participation Trends:

- Land Based & Water Sports
- NW Illinois Trail system
 - Fox River Trail & Illinois Prairie Path usage data

Stakeholder Interviews:

- Steering Committee Kickoff Meeting
- Fox River Corridor Foundation
- St. Charles Public Works and WBK Engineering
- St. Charles Park District
- St. Charles CVB
- Downtown St. Charles Partnership
- Mayor Rogina
- Chicago Whitewater Association
- St. Charles Canoe Club
- St. Charles Rowing Club

Key Themes:

- Connectivity
 - Potawatomie Park and river activities closer to downtown
 - Paths under Main St.
- Maintain river level north of railroad trestle
- Increase utility of river south of railroad trestle
- Recreation opportunities
- Potential to increase interest in and visitation to the river
- Improve development opportunities in adjacent parcels
- Operation and maintenance responsibilities to be determined
- Overall positive but some wariness from downtown property owners

Comparable Destinations – 8 identified

- Bicentennial Riverfront Park-Yorkville, IL
- Chattahoochee River Walk-Columbus, GA
- Confluence Park-Denver, CO
- Falls Park on the Reedy-Greenville, SC
- Boise Greenbelt-Boise, ID
- Wausau River District-Wausau, WI
- Charles City Riverfront Park-Charles City, IA

- East Bank Trail-South Bend, IN

Destination Analysis:

Weighted score of 0.483 for St. Charles, #3 of 9 destinations, based on:

- Hotel and Lodging Businesses
- Food Service & Drinking Businesses
- Arts, Entertainment & Recreation Businesses
- Storefront Businesses
- 2018 Total Population
- 2018 Median Household Income
- Participation in Mountain Biking, Road Biking, Freshwater Fishing, Hiking, Walking for Exercise, Canoeing/ Kayaking
- Cost Index

Building Program

Three alternatives for River Park- reference to WBK exhibits.

Building Program-Whitewater Channel:

- Two-channel design would be more expensive but would attract more users, especially from outside the immediate market area.
- Uses will include advanced freestyle and traditional whitewater kayaking and canoeing
- Quality of the whitewater channel design is crucial to its success
 - The whitewater community is insular and uses word-of-mouth recommendations to evaluate a whitewater park.
 - Users will travel long distances to use a high-quality park, and will ignore a nearby low-quality park for a distant preferred alternative
- Support Spaces for Whitewater
 - Users will need shelters to protect from adverse weather, changing areas, and restrooms nearby
 - On the riverbank clear entry and exit points are necessary that are connected by a path
 - Important to users and influences their assessment of a site

Building Program-Recreational Channel:

- The recreational channel will feature three small whitewater elements on the drop structures, but will mostly be smooth and flat.
- Designed to attract users from local area who are interested in using the river recreationally and will likely use other elements of the park as well
- Uses will include beginning kayaking and canoeing, stand-up paddle boarding, and other boating.
 - Will require facility to rent equipment to beginning users including helmets, life vests, kayaks, paddles, and paddleboards.

Building Program- Land-based Elements:

- Zip Line

- Improved Trail Connectivity
- Children's Nature Play Area
- Support Spaces

Demand Analysis

- Baseline Demand: Festivals/Events, Active weeks for recreational activity
- Preliminary Visitation Estimate (Whitewater): 21,767 annual visits
- Demand Projections (overall): 222,960 opening year (2024), 261,880 stabilized (2027)

Downtown Parcels

- Riverfront Parcel Border- Parcels influenced by improvements: 150
- 54 identified for development that would increase utility/taxable value
- 9 with development constraints, 45 potentially for development

Next Steps- Downtown Parcels:

1. Continue business owner interviews
2. Project potential development and property tax rates in the downtown area
3. Project change in property values in the downtown area due to development
4. Analyze fiscal impact of riverfront development

Study Next Steps:

1. Continue comp research and interviews
2. Update Demand model – events, visitation, room nights
3. Analyze financial operations
4. Downtown parcel/impact analysis
5. Visitation impacts
6. Qualitative impacts
7. Cost benefit analysis
8. Draft report

Mr. Hazinski concluded the presentation.

Aldr. Vitek thanked HVS for all the work, she thinks it looks great, but she grapples with maintaining the quality of the improvements, the quality has to be great to keep people wanting to come here; we have to be able to sustain it, whatever the cost is. She wants there to be a next-step look at what the marketing cost will be for all of this. She mentioned the tons of dollars invested in Michigan campaigns for several cities along the lakes; she thinks there's a hefty cost involved, and for us, we need to look at "who's cost that is", because she thinks they might be a lot larger than we may think, and that needs to be considered.

Aldr. Lewis asked about the drive times; sometimes it takes her 15 minutes and she lives 2 miles away, and she curious how they determine what a 15 minute drive is. Mr. Hazinski said they average drive times over the time of day, number of users, time of year; it's the average of that. Aldr. Lewis asked if they send out surveys. Mr. Hazinski said they combine their geodata with Google data, he's not sure exactly how it works, and they asked the same questions. Aldr. Lewis said the data looks like all local drivers within 15 min., and she doesn't understand how that

translates into overnight stays or restaurants. Mr. Hazinski said they'll be a lot of people out of the city as well, but those numbers shrink.

Aldr. Bessner asked if there were any examples shown that really stood out as being perfect for St. Charles. Mr. Hazinski said Columbus, Ga. is the closest because they have similar amenities. Greenville, SC. was the farthest because they do not have a whitewater feature. Mayor Rogina asked what accounts for the fact that our destination quotient was .483 and Columbus was .221. Mr. Hazinski said their income and population is lower, they have weaker demographics. Aldr. Bessner said in some of those example locations, some of those are maintained by the cities and one of them by the local park board. He asked if those were equalized cooperation amongst 3-4 different groups. Mr. Hazinski said he'd have to go back and look but he knows a few were city and park dist. involvement.

Aldr. Gaugel said we look at this so often as the water piece, which does drive it, but when the bike path and the connectivity was highlighter, it really hit home for him because he cycles on the weekends, and he thinks about destinations for stops along the way, and there's nothing like this within that radius. He sees this on the map, and it's not just drive distance, it's that bikeability, and we will get people biking out from Chicago just to spend the day at something like this, to canoe, kayak, rafting; it's exciting to him and shouldn't be underrated. Taking that same thought even further, we cannot just think of the water, it's the entire draw on the entire redevelopment of this corridor; he's happy to see that. He asked about the 50% increase in sales tax revenue in Georgia that was pulled in by 70 different businesses; are those existing businesses. Mr. Hazinski said probably new ones as well; they didn't give us that much detail of the data. He noted that there's always a problem of attribution there, it happened over that same period, how much if it was due to the river front development is an imprecision for the projections we will have of how much do you credit that development. The point is it was part of an overall redevelopment plan that seems to of worked.

Aldr. Stellato said good work from what he can see; he feels their number analysis is right on, the projections are conservative enough and he comfortable with he sees so far. He asked how we as a city and our tax payers benefit from this because he thinks the Fox River is going to become a loss leader destination for us and we as a city will benefit from folks coming down here as well as the folks developing the parcels shown. That development, the tax dollars, real estate tax and sales tax generated, he believes as the analysis goes forward, will prove up whether this is a good deal or not, he thinks we will find it's a good deal. He said if we choose alternates, how long would the build-out take, because there's an excitement level that's developed once it's announced and we will see developers and brokers start looking into the properties, which is our goal. Greg Chismark-WBK Engineering- said 3-5 years. Aldr. Stellato noted First St. and stated that didn't just start last year, it was a long process, and this will be the same type of development; were in it for the long haul, and hearing 3-5 years makes him even more comfortable to give the development community more time to get involved to redevelop those parcels.

Aldr. Payleitner asked if hotel visits were taken into consideration, because she spoke to the manager at the Q Center and he is all for it, because it would draw business for conventions and programs; it's an extra benefit for guests. Mr. Hazinski said that's a really good thought. Aldr. Payleitner noted that the recreation piece is just one piece of this, beautification which will

benefit our town and give us pride, also the environmental benefits, because eventually something will have to be done with the dam; so why not do it while we can control it and get other benefits out of it, as well as economic development benefits.

Aldr. Silkaitis said he wants to see the whole report with dollar amounts before he makes any decisions. Cost benefit, financial operation, etc.

Aldr. Lemke said he too thought we would see the cost benefits today, but the scenario of an island and a separate waterway is a good alternative, and he noticed the engineering report is clearly silent on putting in a middle crossing and we need to stick to the engineering report, we can do a zipline any day, or not, and he's very concerned about that and wonders if that's what make it pay-off, or that makes it cost more. He would like to have the engineering on something like that, and the footprint before, because it seems to be out of scope and surprises him. Mr. Hazinski said we will rely on WBK for that.

Aldr. Silkaitis asked how the dam fits into all this, do we assume it will be removed, or are we keeping it. Mr. Chismark said the dam would be removed and relocated north by the railroad trestle.

John Rabchuk-914 Ash St.-said all the numbers look terrific, there's a tremendous impact in addition to the recreational activity, it's not just the people that come to kayak or canoe. He noted in all the example towns listed and their numbers, it becomes a lifestyle that will attract all sorts of people for different reasons. St. Charles will become a destination, not just for recreation, but for living and standing out in the Midwest. Mr. Hazinski said this generation of millennials likes urban living and want to live in a place that has activity and amenities, so you'd be maintaining the population growth and creating downtown population which supports all the amenities; retail, restaurants, etc.; this would be a real aid in attracting those kind of residents.

Tom Anderson-712 Horne St.-said the activity back and forth would be great for our downtown. Underneath the Main St. bridge connecting with all of First St. gets tied into this, we are getting the whole downtown connected, instead of the river being a barrier.

Aldr. Turner asked if this would be going to the park dist. because we were supposed to be a 50/50 partner with them. Mr. Hazinski said they hadn't discussed this with the park dist. Aldr. Turner said they invited us, we knew nothing about this project, and now they're sticking us with the cost; he doesn't like it, and unless they're going to pay half he not in for this.

Mayor Rogina thanked Mr. Hazinski for his time and effort, and the audience who came to listen or participate, as well as the press. He noted that this would be going to Plan Commission in March, and then Planning & Development on April 8th.

Aldr. Lewis asked what's next. Ms. Tungare said the report will be developed a little bit further for the Plan Commission meeting on March 5th, and subsequently the complete final report will come to Planning & Development committee on April 8th. Committee may then do as they wish with the report, whether it's adopted formally, or just a presentation; it's up to Committee. Aldr. Lewis asked what adopting it formally would mean. Ms. Tungare said it doesn't necessarily obligate the city to do anything, it just means it has a little more teeth in it, it would liken it to

any other city policy that's been adopted, a policy is more for guidance, not binding in anyway; but it's the Council's prerogative.

Mayor Rogina said if the Council adopted the policy, would the logical next approach be some sort of preliminary engineering. Ms. Tungare said that would be the next step, if the Council chooses to go down that path. Mayor Rogina added with cost estimates I suppose, to be laid out to any and all participating entities. Ms. Tungare said if the Council wishes to engage into any kind of an intergovernmental agreement at that point that would be a step in the process as well.

5. **EXECUTIVE SESSION-None.**
6. **ADDITIONAL ITEMS FROM MAYOR, COUNCIL, STAFF OR CITIZENS-None.**
7. **ADJOURNMENT- Aldr. Turner made a motion to adjourn at 6:53pm. Seconded by Aldr. Stellato. Approved unanimously by voice vote. Motion Carried. 10-0**