

CITY OF GALESBURG

Illinois, USA

2021



December 20 City Council Agenda

Administration
55 West Tompkins Street
Galesburg, IL 61401

City Council Meeting Agenda
City of Galesburg, Illinois
City Council Chambers
December 20, 2021

Members of the public who would prefer to view Galesburg City Council meetings remotely, can view the council meetings on Comcast channel 7 or stream the meeting live on the City's website.

5:30 p.m.	Roll Call	Pledge of Allegiance
		Invocation
	Approve	Minutes from December 6, 2021
		Consent Agenda #2021-24
21-2040	Resolution	Support and providing local match for the Rebuild Downtowns and Main Streets grant for Parking Lot redesign and streetscape project on Simmons Street
21-2041	Resolution	Support and providing local match for the Rebuild Downtowns and Main Streets grant for renovation of 120 East Main Street
21-2042	Resolution	Support (no City match) for the Rebuild Downtowns and Main Streets grant for the Railroad Hall of Fame
21-2043	Resolution	Abating property tax on GO bonds
21-3025	Bid	2022 Liquid Chlorine
21-3026	Bid	2022 Fill Materials
21-4121	Approve	Investment Policy
21-4122	Approve	Financial Policy
21-5020	Receive	Annual calendar of meetings
21-6004	Approve	Appointment Memo
21-8023	Bills and Advance Checks	Approval and warrants drawn in payment of same

Passage of Ordinances and Resolutions

21-1040	Special Ordinance	2021 SSA #1 Property Tax Levy (Final Reading)
21-1041	Ordinance	Ordinance for proposed ward and precinct redistricting map (Final Reading)

21-2044	Resolution	Acquisition of permanent easements for South Street Storm Sewer Project
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Bids, Petitions and Communications

21-3027	Bid	Traffic Signal LED Modules
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Public Comment

City Manager's Report

A. December TAC Report

Miscellaneous Business (Agreements, Approvals, Etc.)

21-4123	Approve	2022 Salary Schedule
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21-4124	Approve	Agreement for evaluation of 465 Mulberry Street for use by the National Railroad Hall of Fame
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21-4125	Approve	Trailer for walk behind saw
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Town Business

21-9029		Bills
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21-9030	Approve	Auditor for the fiscal year ending December 31, 2021
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Closing Comments

Adjournment

Vision Statement

“The City of Galesburg will be a dynamic community featuring a full range of public amenities to serve a diverse citizenry. The City Council will play a pro-active role in providing leadership to its citizens, neighborhoods, and other public bodies and enact policies which ensure the existence of a broad based economy.”

CITY COUNCIL MEETING

City Manager's Report

December 20, 2021

CONSENT AGENDA #2021-24

Item 21-2040 Rebuild Downtowns & Main Streets Grant – Parking Lot Redesign

Staff recommends approval of a resolution of support and commitment for the State of Illinois Rebuild Downtowns and Main Streets Capital Grant for proposed improvements in Parking Lot H (located at 235 E. Simmons Street) and Simmons Street between Prairie Street and Kellogg Street. If the project is selected for the grant, the estimated total project cost, including engineering and construction, is \$2 million, with the grant funded portion being \$1,600,000 (80%) and the City's share being \$400,000 (20%). As part of the grant application a resolution of support and local share commitment is required.

Item 21-2041 Rebuild Downtowns & Main Streets Grant – 120 E. Main Street

Staff recommends approval of a resolution of support and commitment for the State of Illinois Rebuild Downtowns and Main Streets Capital Grant for the proposed renovation of the 2nd and 3rd floors of 120 E. Main Street for residential use. If the project is selected for the grant, the estimated total project cost, including engineering and construction, is \$1.25 million, with the grant funded portion being \$1,000,000 (80%) and the City's share being \$250,000 (20%). As part of the grant application a resolution of support and local share commitment is required.

Item 21-2042 Rebuild Downtowns & Main Streets Grant – Railroad Hall of Fame

Staff recommends approval of a resolution of support for the State of Illinois Rebuild Downtowns and Main Streets Capital Grant for the National Railroad Hall of Fame (NRHOF) Project. If the project is selected for the grant, the estimated total project cost, including engineering and construction, is \$5.0 to \$6.0 million, with the grant funded portion being 50% of the project cost. As part of the grant application, a resolution of support and local share commitment is required. The NRHOF Foundation Board will be providing the local share commitment resolution for this project. The city is only providing a resolution of support for this project.

Item 21-2043 Abating Property Tax on GO Bonds

Staff recommends approval of the attached resolutions directing the City Clerk to file the resolutions with the County Clerk to not extend the property tax for these bond payments. Bond payments are part of the property taxes unless the City Council approves resolutions abating (deduct from the collectible taxing amount) these taxes.

Item 21-3025 Liquid Chlorine

Staff recommends approval of the bid from Hawkins Inc. in the amount of \$1648.00 per ton for liquid chlorine for purchases in 2022. The City of Galesburg annually bids out the yearly supply of liquid chlorine for the Water Division. Three bids were received, with Hawkins Inc. submitting the low and best bid.

Item 21-3026 Fill Materials

Staff recommends approval of awarding the bid for the annual supply of fill and patch materials for 2022 to Galesburg Builders Supply, as well as five other vendors for select materials. The intent is to use the vendor that provides the lowest on the road cost for the City, as itemized in the attached bid tabulation. However, if the lowest on the road cost vendor does not have material available, the City will utilize the next lowest price vendor based on the lowest on the road cost.

Item 21-4121 Investment Policy

Staff recommends approval of the updated Investment Policy. Review of the investment policy ensures that standards and procedures are updated on an annual basis. Only minor title changes are included in the proposed revisions.

Item 21-4122 Financial Policy

Staff recommends approval of the updated Financial Policy. Each year the City's Financial Policies are reviewed and updated where necessary to take account for changes in Generally Accepted Accounting Principles (GAAP), Government Audit Standards Board (GASB) and the budget process.

Item 21-5020 Annual Calendar of Meetings

The 2022 public meeting calendar for the City of Galesburg is provided to be received and placed on file with the City Clerk's Office.

Item 21-6004 Appointment Memo

Appointments to various boards and commissions are provided by Mayor Schwartzman for Council approval.

Item 21-8023 Bills

Bills and Advanced Checks are submitted for approval; please direct questions to Gloria Osborn, Director of Finance and Information Systems.

ORDINANCES AND RESOLUTIONS

Item 21-1040 2021 SSA #1 Property Tax Levy (Final Reading)

The 2021 levy for the Special Service Area #1 (Downtown Area) is provided for council consideration. For the 2021 property tax, collected in 2022, the Special Service Area Number One board has requested that the City Council approve an extension that is over 105% of the 2020 property tax extension, which requires a truth in taxation hearing to be held prior to the regular council meeting on December 6, 2021. The total increase for the Special Service Area Number One is \$43,275 or 32% when compared to the 2020 property tax extension.

Item 21-1041 Proposed Ward & Precinct Redistricting Map (Final Reading)

The Board of Election Commissioners recommends approval of a proposed ward and precinct redistricting map. The proposed redistricting map rebalances the wards and precincts to correct for imbalances that have naturally occurred as residents and voters have moved in and out of wards and precincts over the past decade.

Item 21-2044 Acquisition of Permanent Easement for South Street Storm Sewer

Staff recommends approval of resolution authorizing the acquisition of permanent easements for the South Street Storm Sewer Replacement Project. The scope of the project is to replace a section of deteriorated and failing brick storm sewer across South Street between Academy Street and Holton Street. The project will include replacement of approximately 550 feet of 54” brick sewer with new 60” concrete storm sewer. The existing sewer runs near and underneath structures and houses and the new sewer will be realigned to a location with more separation from existing structures in the area. The cost for the seven permanent easements of \$11,000 will be paid from the City’s Storm Sewer Fund (Fund 18). This is a planned and budgeted project for 2021.

BIDS, PETITIONS AND COMMUNICATIONS

Item 21-3027 Traffic Signal LED Modules

Staff recommends approval of the bid in the amount of \$63,377.00 from MoboTrex, Inc. for supplying traffic signal LED modules. The current LED modules have performed well and have exceeded their life expectancy. However, the LED modules lose their intensity and burn out over time and therefore need to be replaced. Four vendors responded to this request, with MoboTrex Inc. submitting the low bid that met specifications. General Traffic Equipment Corp. provided a lower bid in the amount of \$59,942.75. However, after a review of their proposed product and a discussion with the product manufacturer, it was determined that the LED module did not meet the required bid specifications. A 15-year warranty was provided, but the product was not designed to perform for 15 years as was specified. There are sufficient funds budgeted in the Building Repair and Maintenance Fund (Fund 053) for this purchase.

CITY MANAGER’S REPORT

A. December TAC Report

MISCELLANEOUS BUSINESS (Agreements, Approvals, Etc.)

Item 21-4123 Salary Schedule

Staff recommends approval of the 2022 Classification and Salary Schedule. The updated salary schedule includes agreed upon wage increases of 2.5% for Police, Exempt, and Non-Represented Hourly employees; 2% for AFSCME employees; and 2.25% for Fire employees.

Item 21-4124 Agreement for Evaluation of 465 Mulberry Street

Staff recommends approval of an agreement with Bruner, Cooper, and Zuck, Inc. to provide architectural and engineering services for a feasibility study to locate the National Railroad Hall of Fame (NRHOF) at 465 Mulberry Street. The NRHOF has requested the city to evaluate the cost for the NRHOF to occupy one floor in the building located at 465 Mulberry Street as a possible lower cost alternative to construction of a new building. The cost of the agreement with Bruner, Cooper, and Zuck, Inc is not to exceed \$11,000 and would be paid from the Economic Development Fund (24).

Item 21-4125 Trailer for Walk Behind Saw

Staff recommends approval of the purchase of a trailer for the walk behind saw for the Water Division from Rock Line Products Inc. in the amount of \$10,605.00. This purchase was originally approved by the City Council at the November 15, 2021 meeting, at which time the low quote of

CITY OF GALESBURG

Administration

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\$10,275.00 from Webber Rental & Supply was approved. From the time the quotes were requested in mid-September to the time the purchase was approved by council in mid-November, the price of the trailer increased by \$450.00 for a total of \$10,725.00. Due to this price increase, it is recommended to approve the lower quote from Rock Line Products Inc. Rock Line Products Inc. was contacted about the price increase, and their original quote of \$10,605.00 will be honored through the end of 2021.

TOWN BUSINESS

Item 21-9029 Town Bills

Item 21-9030 Auditor for Fiscal Year Ending December 31, 2021

Respectfully submitted,
Todd Thompson
City Manager

5:20 p.m. Public Hearing: Truth in Taxation Hearing -- SSA #1 2021 Property Tax Levy

Galesburg City Council Regular Meeting
City Council Chambers
55 West Tompkins Street, Galesburg, Illinois
December 6, 2021
5:30 p.m.

Called to order by Mayor Peter Schwartzman at 5:30 p.m.

Roll Call #1: Present: Mayor Peter Schwartzman, Council Members Bradley Hix, Wayne Dennis, Kevin Wallace, Dwight White, Jaclyn Smith-Esters, Sarah Davis, and Larry Cox, 8. Also Present: City Manager Todd Thompson, City Attorney Bradley Nolden, and City Clerk Kelli Bennewitz.

Mayor Schwartzman declared a quorum present at 5:35 p.m.

The Pledge of Allegiance was recited.

Reverend Andrew Jowers gave the invocation.

A moment of silence was held in memory of Raneë Collura.

Knox County IL CEO Program students Sterling Cramer and Clara Asplund (ROWVA), Lily McNally (GHS), and Scott Cramer and Ken Springer, addressed the Council and introduced themselves. The students explained the program, their experiences to date and what they've learned, as well as their class project, Treats And Traditions.

Council Member Dennis moved, seconded by Council Member Wallace, to approve the minutes of the City Council's regular meeting from November 15, 2021.

Roll Call #2:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

CONSENT AGENDA #2021-23

All matters listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion.

21-2035

Approve Resolution 21-32 authorizing the Mayor to sign the FY 2022 Grant Agreement for the Section 5311 Federal Operating Assistance Grant for the City's transit program.

21-2036

Approve Resolution 21-33 authorizing the Mayor to sign the FY 2022 Grant Agreement for the Downstate Operating Assistance Program Grant Agreement for the City's transit program.

21-3023

Approve the use of the 2021-2022 State Bid for Bulk Rock Salt in the amount of \$73.69 per ton from Compass Minerals America, Inc.

21-4113

Approve authorizing the City Manager to obtain a new plan services provider for the City's Section 125 Cafeteria Plan effective January 1, 2022.

21-4114

Approve authorizing the City Manager to renew a one-year contractual agreement with Molyneaux to provide Risk Management Consulting and Insurance Brokerage services for the City.

21-4115

Approve the purchase of insurance policies from the Illinois Municipal League Risk Management Association (RMA) for coverage for City liability, property, and vehicles, with an annual premium of \$442,796.

21-8022

Approve bills in the amount of \$735,260.89 and advance checks in the amount of \$585,965.13.

Council Member White moved, seconded by Council Member Smith-Esters, to approve Consent Agenda 2021-23.

Roll Call #3:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

PASSAGE OF ORDINANCES AND RESOLUTIONS

21-1037

Council Member Smith-Esters moved, seconded by Council Member Davis, to approve Ordinance 21-3659 on final reading adjusting various licenses, recreation, water and refuse fees. Council Member Cox requested a column showing the annual rate increase by percentage be added next year.

Roll Call #4:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

21-1038

Council Member Smith-Esters moved, seconded by Council Member Cox, to approve Special Ordinance 21-608 on final reading 2021 Property Tax Levy in the amount of \$9,707,625, which is an increase of 2.64 percent compared to the 2020 tax levy extension.

Roll Call #5:

Ayes: Council Members Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 6.

Nays: Council Member Hix, 1.

Absent: None

Chairman declared motion carried.

21-1040

Special Ordinance on first reading to approve the 2021 levy for the Special Service Area #1 (Downtown Area). The total increase for SSA #1 is \$43,275 or 32% when compared to the 2020 property tax extension.

21-1041

Ordinance on first reading approving the proposed City Council Ward and Precinct Redistricting map.

Roger Williamson, Galesburg Board of Elections Commission chairman, addressed the Council regarding the recent population decline and their proposition to rebalance the wards and precincts to correct for imbalances that have naturally occurred as residents and voters have moved over the past decade. Below is the current and proposed ward populations:

	<u>Current</u>	<u>Proposed</u>
Ward 1	4,203	4,079
Ward 2	4,162	4,072
Ward 3	4,167	4,092
Ward 4	3,822	4,092
Ward 5	3,582	4,029
Ward 6	4,233	4,059
Ward 7	4,294	4,040
Total	28,463	28,463

Council Member Cox thanked the Commissioners, Jim Cueno (GIS Analyst), and the City for providing rent free office space to the Election Office. It was also noted that the Henry C. Hill population is counted for total population but not used to set up wards.

21-2037

Council Member Davis moved, seconded by Council Member White, to approve Resolution 21-34 transferring \$775,000 from the General Fund to the Library Fund. These funds will be used to purchase and construct technology at the new Library facility.

Roll Call #6:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

21-2038

Council Member Smith-Esters moved, seconded by Council Member Davis, to approve a resolution establishing a moratorium on enforcement of Chapter 97, specifically for landscaping and other items on City residential terraces.

Council Member Hix moved, seconded by Council Member Cox, to amend the moratorium from 180 days to 90 days.

Roll Call #7:

Ayes: Council Members Hix, Dennis, Wallace, Smith-Esters, Davis, and Cox, 6.

Nays: None

Absent: None

Abstain: Council Member White, 1.

Chairman declared motion carried.

Council Member Hix stated that he will be voting against this resolution and feels that the City needs to enforce the ordinances and rules that we currently have and that those individuals need to be held accountable. He also believes that the rules should not be allowed to be waived. It was also noted that local Master Gardeners will be consulted.

Council Member Smith-Esters moved, seconded by Council Member Cox, to amend the ordinance to include businesses and not only homeowners.

Roll Call #8:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

Council Member White asked about those individuals who have landscaping in their terraces and if they have a Landscape Agreement. The City Manager noted that no one will be asked to remove anything now, but could be contacted if they are in violation of the new ordinance once the moratorium is lifted. Individuals and businesses would need to conform to the new rules.

Council Member Davis believes the current language is too broad and vague and that the City should not be selective on enforcement at this time. Council Member Cox confirmed that property owners would not have their landscape removed without first being contacted.

Approve Resolution 21-35 establishing a moratorium on enforcement of Chapter 97, specifically for landscaping and other items on City residential terraces as amended.

Roll Call #9:

Ayes: Council Members Wallace, White, Smith-Esters, and Davis, 4.

Nays: Council Members Hix, Dennis, and Cox, 3.

Absent: None

Chairman declared motion carried.

21-2039

Council Member White moved, seconded by Council Member Wallace, to approve Resolution 21-36 authorizing a not to exceed amount of \$60,000 to provide rental assistance funds to the Knox County Housing Authority.

Council Member Smith-Esters asked several questions regarding the proposed resolution and rental assistance program. Cheryl Lefler, Knox County Housing Authority Assistant Director, reported that there are currently 150 families (approximately 400 people) that are in arrears and that some payments had been received by tenants since the November 10th letter. Those receiving financial assistance would need to complete budgeting classes and provide one month of rent. These requirements are for accountability purposes and details are still being worked out as to what organizations or partners could assist with the counseling.

Lefler noted that many people are behind in rent due to having to make difficult decisions over the last eighteen months. The Housing Authority has requested that the City and County assist with past due rent in order to avoid eviction of these 150 families. The total amount of rental arrears outlined for City families in early November was \$110,097. This amount changes regularly due to assistance from other organizations and new rent cycles.

The City Manager noted that the use of funds from the American Rescue Plan Act (ARPA) is authorized for eviction prevention or housing stability services necessitated by COVID 19. On November 24th, the Knox County Board approved a resolution directing up to \$125,000 towards this rental assistance program from their ARPA funds. It is intended that the City's contribution not exceed \$60,000 that it would be used to reduce the amount that the County is contributing to the Housing Authority. He also noted that unlike renters in private units, the individuals in housing are not eligible for any other rental assistance.

Council Member Smith Esters asked how rent would be paid and the checks and balances put in place for the program. Lefler noted that individuals would first have to go through the application process and meet the guidelines for counseling and providing one month of rent. After that was complete, a voucher would likely be submitted to the City or County so that there is accountability.

Council Member Cox asked the amount of ARPA funding the City received vs. the County. The City Manager stated that the City will receive \$4.1 million (half of that amount has been received to date). The County will receive over \$9 million. Council Member Cox noted that the County Board appoints the Knox County Housing Board and that the residents are all in Knox County. For those reasons and the fact that they received twice as much ARPA funding, he believes the County should be supporting the majority of this program.

Roll Call #10:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, and Davis, 6.

Nays: None

Absent: None

Abstain: Council Member Cox, 1.

Chairman declared motion carried.

BIDS, PETITIONS, AND COMMUNICATIONS

21-3024

Council Member Smith-Esters moved, seconded by Council Member Cox, to approve the bid from AMP Mechanical Services, Inc. in the amount of \$25,408 for the replacement of six existing ductless air conditioning units at Lakeside Waterpark.

Roll Call #11:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

PUBLIC COMMENT

Vida Schultz addressed the Council and stated that she is part of the newly formed “Save Hawthorne Pool.” The group met with Director Oligney-Estill and appreciated his time and explanation of the hidden costs and safety issues with the pool. She understands that the pool is in bad disrepair but doesn’t understand why it was neglected for so many years. She encouraged the Council to form an advisory committee to look at the 2019 Parks & Recreation Master Plan and find out why the pool is not being used and how a new community pool could be built.

Diane Oliver addressed the Council and stated that when she was growing up, if something was broken it was fixed and not simply thrown away. She believes the pool is needed for our kids and seniors.

Pam Davidson, Knox County Board, addressed the Council and added that the repairs at the pool need to be fixed after years of neglect. The pool has always been open to the kids from the south side who desperately need swimming lessons. She encouraged the City to use ARPA funds to make the repairs since she believes it falls within the guidelines. Davidson stated that the pool at the YMCA is too compact and can’t accommodate water aerobics. She would like to see the City have a sports complex with a pool, gym and ball diamonds.

Anthony Law, Carl Sandburg College, addressed the Council and reiterated his earlier challenge to the City and Council to engage our youth. He noted that several of his students have submitted Youth Commission applications and he wanted to publicly thank the Council for investing in the youth of the community. The following students introduced themselves: Chantiara Jackson, Eciel Burns, Precious Dortch, Chris Lopez, Desire Matthews, Josué Bashombe, and Richy Moreno.

Joe Hicks addressed the Council regarding a possible new zoning classification that would allow for neighborhood businesses. Certain requirements could be issued to include a maximum size, the option to have an accessory structure, and the elimination of parking space minimums.

Reverend Andrew Jowers addressed the Council and asked for clarification on terraces. The City Manager stated that it is typically the grassy area between the curb and the sidewalk. Jowers

feels that the old ordinance needs to be revamped to allow for a new way of thinking. He also would like to see the City spend the funds needed to make improvements to Hawthorne Pool and believes it will help Galesburg thrive. He also made a comment that the staff at the Knox County Housing Authority are not representative of the individuals living there.

Brother Shabazz echoed the stated support for our community's youth and added that the City needs to do a better job. He further stated that many people are facing evictions and that the unemployment rates between the black population and white population is 60/40 and blames this on extreme racism. He stated the hiring practices in our community are racist and that white people are making all the decisions on hiring. Mr. Shabazz added that the veteran's assistance program through the Salvation Army would not provide assistance to him and used their reason for not doing so at his failure to job search.

CITY MANAGER'S REPORT

The City recently held the second Stuff the Bus event, during which non-perishable food items, as well as diapers and wipes, were collected throughout the month of November for the FISH Food Pantry and Loving Bottoms Diaper Bank. The event generated a total of 2,500 items. He thanked The Strength Collective, Save-A-Lot, Hy-Vee, and Walmart who participated in the effort by collecting donations and allowing the bus to be parked on their property.

The City Manager also noted that weekly yard waste collection ended November 30th and will now be collected monthly during the winter months of December, January, and February. December 2021 through February 2022, residential yard waste will be collected on properties' assigned waste collection day the weeks of:

- December 6-10, 2021
- January 10-14, 2022
- February 7-11, 2022

Weekly yard waste collection will resume on Monday, March 7, 2022.

MISCELLANEOUS BUSINESS (Agreements, Approvals, Etc.)

Council Member White moved, seconded by Council Member Smith-Esters, to remove agenda item 21-4108 from the table.

Roll Call #12:

Ayes: Council Members Wallace, White, Smith-Esters, and Davis, 4.

Nays: Council Members Hix and Dennis, 2.

Absent: None

Abstain: Council Member Cox, 1.

Chairman declared motion carried.

21-4108

Council Member White moved, seconded by Council Member Smith-Esters, to approve a contract with Farnsworth Group, Inc. in an amount not to exceed \$15,900 for preliminary

architectural/engineering work to provide an estimated cost to renovate Churchill Junior High School.

Council Member Cox stated that he reviewed the five-year Capital Plan and we have in excess of \$5 million in unmet needs for projects, not including Hawthorne Pool. He believes that the study from the School District is ten years old and that even at that time there was millions of dollars needed for maintenance and repairs. He noted that the heat and electric are past their life expectancy and that the tour reinforced those needs for him.

Council Member Hix stated that the report from 2010 showed repairs of \$7.7 million and that the City does not have that level of funding available.

Council Member Smith-Esters noted that she is in support of approving the study and believes that \$16,000 is a small cost to spend for our youth. She also inquired if the City could apply for ARPA funds from the County.

Council Member White expressed his support of the study and added that we no longer have a community center and that the City should be challenged to find a location for the youth and senior citizens of our community. He asked the Council to give it the opportunity.

Council Member Hix affirmed that he agrees with the goal for our youth and the passion other Council Members have for the project, but believes the cost is too much.

Mayor Schwartzman reported that when he and the City Manager met with the School District the idea of Churchill peaked his interest. He added that possibly other agencies and community partners could be housed in the building, as well as have it serve as a permanent warming shelter. Other ideas could include it being a new location for the Parks & Recreation Department but that a study needs to be done in order to be aware of the issues and options.

Council Member Wallace commented that he also understands the passion that individuals have with this building and its possible use. He hasn't seen anything for our youth and we don't have a community center. He is in favor of funding the study.

Roll Call #13:

Ayes: Council Members Wallace, White, Smith-Esters, and Davis, 4.

Nays: Council Members Hix, Dennis, and Cox, 3.

Absent: None

Chairman declared motion carried.

21-4116

Council Member Hix moved, seconded by Council Member Cox, to approve the December 31, 2022, annual budget as follows:

Total Revenues: \$67,978,320

Total Use of Fund Balance and/or Other Financial Resources: \$12,184,710

Total Expenditures: \$77,898,420

General Fund Revenue Total: \$26,252,940
General Fund Expenditure Total: \$27,423,395
General Fund Use of Fund Balance: \$1,170,455

Roll Call #14:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.
Nays: None
Absent: None
Chairman declared motion carried.

21-4117

Council Member Smith-Esters moved, seconded by Council Member Davis, to approve demolition proceedings on properties located at 133 Locust Street (residence & attached garage), 314 South Henderson Street (residence), 362 North Broad Street (residence & accessory structure), 553 West Tompkins Street (residence & accessory structure), and 643 Day Street (residence & shed).

Roll Call #15:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.
Nays: None
Absent: None
Chairman declared motion carried.

21-4118

Council Member Hix moved, seconded by Council Member Cox, to approve the National Opioid Settlement and Release agreements. City Attorney Nodlen stated that at this time it is not known what type of funding will be made directly available to the City. It is anticipated that a substantial majority of the funds will have to be spent on opioid treatment and prevention.

Roll Call #16:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.
Nays: None
Absent: None
Chairman declared motion carried.

21-4119

Council Member Smith-Esters moved, seconded by Council Member Davis, to approve an agreement with Bruner, Cooper, and Zuck, Inc. to prepare a grant application for the State of Illinois Rebuild Downtowns and Main Streets Grant for the renovation of the second and third floors of 120 East Main Street in an amount not to exceed \$13,900.

Roll Call #17:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.
Nays: None
Absent: None
Chairman declared motion carried.

21-4120

Council Member Dennis moved, seconded by Council Member Cox, to approve an agreement with Bruner, Cooper, and Zuck, Inc. to prepare a grant application for the State of Illinois Rebuild Downtowns and Main Streets Grant for the National Railroad Hall of Fame project in an amount not to exceed \$5,000.

Roll Call #18:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

Consensus of the Council was to sit as the Town Board. Approved by voice vote.

TOWN BUSINESS

20-9026

Trustee Cox moved, seconded by Trustee Davis, to approve Ordinance 21-01 on final reading approving the 2021 Property Tax Levy for the Town of the City of Galesburg in the amount of \$531,000.

Roll Call #19:

Ayes: Trustees Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

20-9027

Trustee Dennis moved, seconded by Trustee Wallace, to approve Ordinance 21-02 on final reading approving the Township Budget and Appropriation for the fiscal year beginning January 1, 2022, and ending December 31, 2022, showing the following:

General Town Fund	\$503,230		
Audit Fund	\$9,000		
Liability Fund	\$7,800		
Social Security/Medicare Fund	\$34,000		
Illinois Municipal Retirement Fund (IMRF)	\$34,000		
General Assistance Fund	\$467,400		
Total Appropriations			\$1,055,430

Roll Call #20:

Ayes: Trustees Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

21-9028

Trustee Davis moved, seconded by Trustee Cox, to approve Town bills and warrants be drawn in payment of same.

Fund Title	Amount
Town Fund	\$1,551.35
General Assistance Fund	\$3,482.25
IMRF Fund	
Social Security/Medicare Fund	\$2,446.07
Liability Fund	
Audit Fund	
Total	\$7,479.67

Roll Call #21:

Ayes: Trustees Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.

Nays: None

Absent: None

Chairman declared motion carried.

Trustee Davis moved, seconded by Trustee Dennis, to resume as the City Council. Approved by voice vote.

CLOSING COMMENTS

Council Member White stated that he is passionate about youth and our City and believes that we need to spend money on growing. At the strategic planning sessions over the weekend, he noted that it was discussed that our community size needed to grow and improve and the way to do that starts with our youth. He admitted that he is new to the Council and doesn't fully understand the City's cash flow, but that it's all about people, not just money. He closed by saying that our youth will leave if they have nothing here - activities, jobs, and connections. He loves this City and is proud to be a Silver Streak and hopes that we can grow, prosper and be one unit.

Council Member White left the meeting at 7:44 p.m.

Council Member Smith-Esters thanked staff and the facilitators for the retreat over the weekend and explained that youth and inclusion was a main focus. She thanked the Downtown Community Partnership for their efforts on the Holly Days Parade as well as those who assisted with the Stuff the Bus campaign.

Council Member White returned to the meeting at 7:46 p.m.

Council Member Davis also thanked everyone involved in the recent holiday events and encouraged everyone to go to the Register-Mail website to see the video of the parade. She also announced that the Prairie Players Civic Theater will present Broadway Christmas Cabaret this weekend.

Council Member Cox expressed that the recent strategic planning sessions were very good and many important goals were recognized, with youth being a priority. He stated that he is looking forward to the new library, which will have a common room that could be used as a community center area. He also encouraged the City to look into a partnership with the YMCA about a possible new pool, especially with their building being closely connected to the high school. He added that the school could assist with bus transportation and the YMCA does offer membership scholarships.

Council Member Cox also thanked Mr. Hicks for coming forward regarding the neighborhood business zoning and believes it's something the City should possibly consider.

Council Member Hix reported on an article he read recently that explained Illinois' pension debt and that Galesburg is listed among 20 cities and towns that has a public safety pension fund with less than 50 cents saved for every \$1 in future promises. He noted that the article shows Galesburg's pension debt at 74% of the property tax levy, with an average of over \$37,000 in pension debt per household. He believes it will be difficult to afford to do large projects and that we need to increase our population.

Council Member Wallace thanked those who attended the meeting and talked about issues that they are passionate about. He believes the City needs to be held accountable to provide inclusiveness and diversity. He added that the Council Members better represent the town now and he is looking forward to working on the goals from the strategic planning session.

Mayor Schwartzman thanked the members of the CEO program for attending and sharing information with the Council. This is their fourth year in existence and he hopes that they continue to get more students involved and interested in the program.

He commented that he thought the first Holly Days Parade was amazing despite the weather and has never seen so many smiling faces in one day. He was privileged to serve as the parade marshall and thanked the Downtown Community Partnership for their efforts.

The Mayor also reported that the Council, along with City department directors, attended sixteen hours of community strategic planning Friday and Saturday. He noted that the plan document should be available in a few days which outline approximately 20 goals. He added that the next steps will be to flush out the implementation of the plan and to work on community partnerships to do so. He wanted to publicly thank the City directors and managers for taking time out of their schedules to attend the sessions.

Mayor Schwartzman closed by saying that pride in our community is very important and he felt like that parade played a large role in expressing that over the weekend. He expressed how young people want to be part of the solution and involved with ways to make our community better.

There being no further business, Council Member Dennis, seconded by Council Member Smith-Esters, to adjourn the regular meeting at 7:55 p.m.

Roll Call #22:

Ayes: Council Members Hix, Dennis, Wallace, White, Smith-Esters, Davis, and Cox, 7.
Nays: None
Absent: None
Chairman declared motion carried.

Peter D. Schwartzman, Mayor

Kelli R. Bennewitz, City Clerk

**CITY OF GALESBURG
COUNCIL LETTER
DECEMBER 20, 2021**

AGENDA ITEM: Resolution of support and commitment for the State of Illinois Rebuild Downtowns and Main Streets Capital Grant for proposed improvements in Parking Lot H (located at 235 E. Simmons Street) and Simmons Street between Prairie Street and Kellogg Street

SUMMARY RECOMMENDATION: The City Manager, Director of Public Works and City Engineer recommend approval of the resolution supporting the City's application and authorizing city funds as a match for the grant application.

BACKGROUND: On November 15, 2021, the City Council approved an agreement with Hutchison Engineering to prepare a grant application for the Illinois Rebuild Downtowns and Main Street Grant for Parking Lot H and on Simmons Street between Prairie Street and Kellogg Street. The proposed improvements will include landscaping and resurfacing of the parking lot, as well as lighting upgrades and adding covered areas for event use and for covered parking when events are not going on. In addition, the improvements would also include reconstructing the sidewalks and curbing on Simmons Street from Prairie Street to Kellogg Street as well as decorative lighting and landscaping along the street and resurfacing the street.

The estimated total project cost, including engineering and construction, is \$2.45 million, with the grant funded portion being \$2,082,500 (85%) and the City's share being \$367,500 (15%). The city is not required to provide a local match, but the application will score better if a match is provided, therefore a 15% match is proposed. As part of the grant application a resolution of support and local share commitment is required.

BUDGET IMPACT: If the project is selected for the grant, the city's share of the project, estimated at \$367,500 is planned to be funded through a combination of MFT, City Gas Tax, and Utility Tax funds in 2023.

SUPPORTING DOCUMENTS:

1. Funding Resolution
2. Exhibit of Proposed Development Plan

RESOLUTION NO. _____

WHEREAS, the corporate authorities of the City of Galesburg, Illinois believe that the Parking Lot H and Simmons Street Rebuild Downtowns and Main Streets project is in the interest of the citizens of Galesburg; and

WHEREAS, City of Galesburg and Knox County, Illinois are eligible to apply for a Rebuild Downtowns and Main Streets Grant from the State of Illinois for the purpose of renovating Parking Lot H and Simmons Street from Prairie Street to Kellogg Street; and

WHEREAS, the preliminary estimate of the total cost of the project is \$2,450,000.00; and

WHEREAS, the City of Galesburg's share of the total cost of the project is estimated to be \$367,500.00;

NOW THEREFORE, BE IT RESOLVED BY THE CORPORATE AUTHORITIES OF THE CITY OF GALESBURG, ILLINOIS:

The City of Galesburg supports the application by the City of Galesburg for the Rebuild Downtowns and Main Streets Capital Grant referred to above and will contribute its share to the project in the event the grant application is approved.

Approved this 20th day of December, 2021, by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

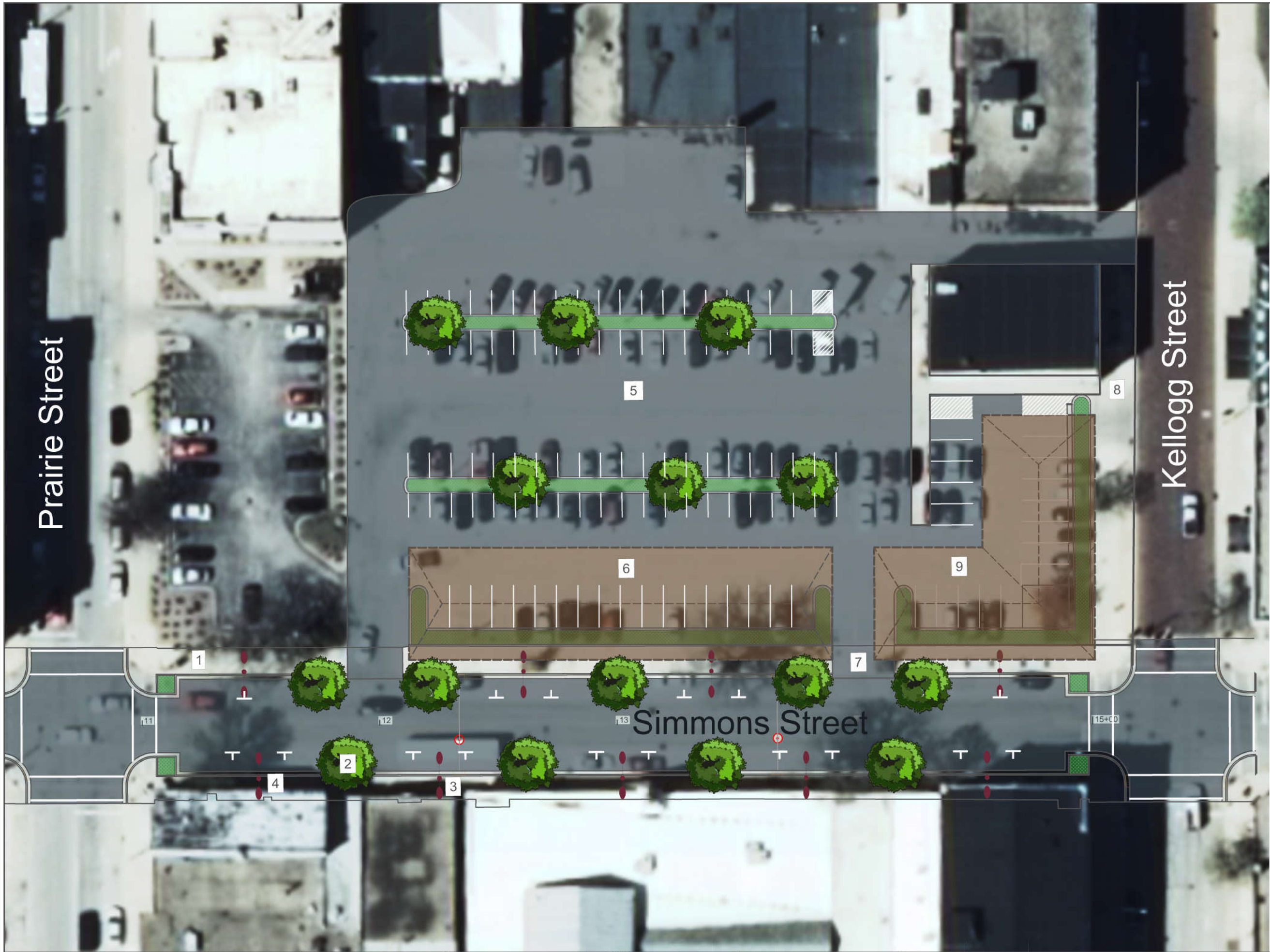
Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk



1. Install 12' wide sidewalks (8' unobstructed with 2' borders)
2. Add trees between on-street parking spaces and protect with vertical curbs.
3. Replace lights with Kellogg St. style lights.
4. Add pedestrian style lights
5. Reconfigure parking lot layout to add green space and trees (lose 11 spaces)
6. Screen parking lot with fence and vegetation.
7. Add entry drive on Simmons Street to parking lot to improve vehicular circulation.
8. Eliminate two entry drives to parking lot on Kellogg Street to increase pedestrian safety
9. Add covered area within the parking lot along Simmons and Kellogg Street for event use.

**CITY OF GALESBURG
COUNCIL LETTER
DECEMBER 20, 2021**

AGENDA ITEM: Resolution of support and commitment for the State of Illinois Rebuild Downtowns and Main Streets Capital Grant for the proposed renovation of the 2nd and 3rd floors of 120 E. Main Street for residential use.

SUMMARY RECOMMENDATION: The City Manager and Director of Public Works recommend approval of the resolution supporting the City's application and authorizing city funds as a match for the grant application.

BACKGROUND: On December 6, 2021, the City Council approved an agreement with Bruner, Cooper, and Zuck, Inc to prepare a grant application for the Illinois Rebuild Downtowns and Main Street Capital Grant for the renovation of the 2nd and 3rd floors of 120 East Main Street which is owned by the City of Galesburg. Each floor of the building is about 5,000 s.f. and it is proposed to create a total of between 10 and 12 apartment units in the building if selected for the grant.

The estimated total project cost, including engineering and construction, is \$1.25 million, with the grant funded portion being \$1,000,000 (80%) and the City's share being \$250,000 (20%). The city is not required to provide a local match, but the application will score better if a match is provided, therefore a 20% match is proposed. As part of the grant application a resolution of support and local share commitment is required.

BUDGET IMPACT: If the project is selected for the grant, the city's share of the project, estimated at \$250,000 is planned to be funded through either TIF or Economic Development funds or a combination thereof in 2023.

SUPPORTING DOCUMENTS:

1. Funding Resolution
2. Fact Sheet on 120 East Main

RESOLUTION NO. _____

WHEREAS, the corporate authorities of the City of Galesburg, Illinois believe that the renovation of the 2nd and 3rd floors of 120 East Main Street Rebuild Downtowns and Main Streets project is in the best interest of the citizens of Galesburg; and

WHEREAS, City of Galesburg and Knox County, Illinois are eligible to apply for a Rebuild Downtowns and Main Streets Grant from the State of Illinois for the purpose of renovating the 2nd and 3rd floors of 120 East Main Street for residential apartment units; and

WHEREAS, the preliminary estimate of the total cost of the project is \$1,250,000.00; and

WHEREAS, the City of Galesburg's share of the total cost of the project is estimated to be \$250,000.00;

NOW THEREFORE, BE IT RESOLVED BY THE CORPORATE AUTHORITIES OF THE CITY OF GALESBURG, ILLINOIS:

The City of Galesburg supports the application by the City of Galesburg for the Rebuild Downtowns and Main Streets Capital Grant for the renovation of the 2nd and 3rd floors of 120 East Main Street and will contribute its share to the project in the event the grant application is approved.

Approved this 20th day of December, 2021, by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk

CITY OF GALESBURG

Community Development Department

Operating Under Council – Manager Government Since 1957

Address:

120 E Main St

Galesburg IL 61401

PIN: 9915226023

Property and Area Description:

Located adjacent to city owned Park Plaza and near public parking Lot E. Within walking distance of 3 City public transit routes.

Building Details:

Zoning: B-3 Central Business

Within 100 year floodplain: No

Parking Spaces: 2, potential for lot east of bldg

Available (sq ft): 5,040 per floor

Land with Buildings (Acres): .112

Year Built: 1896

Number of Stories: 3 + full basement

Ceiling Peak (ft): basement 7', 1st 15'9", 2nd 11', 3rd 11 1/2'

Construction Type: 3B Noncombustible/Combustible Unprotected

Sprinkler System: None

Primary Building Use Vacant

Secondary Building Use:

Former Use:

Utilities:

Electric Distribution: Ameren IP

Natural Gas Distribution: Ameren IP

Water: City of Galesburg

Sewer: Galesburg Sanitary District

Telecommunication Service: CenturyLink, Comcast Communications

Additional Comments:

In 2020 city installed new membrane roof, did masonry & structural repairs to the east wall from floor line of the 3rd level up through parapet. There is some asbestos in basement on piping & floor tile and first floor tile.



Geographic Boundaries (within):

Enterprise Zone:	YES
National Historic District:	YES
Special Service Area:	YES
TIF I:	No
TIF II:	No
TIF III:	No
TIF IV:	YES
TIF V:	No
Downtown Strategic Plan:	YES

Contacts:

Owner Name: City of Galesburg
Organization:
Address: 55 W Tompkins St
CSZ: Galesburg, IL 61401
Phone: 309/345-3637
Cell:
Fax:
Email:

Broker:
Organization:
Phone:
Broker Cell:
Email:

**CITY OF GALESBURG
COUNCIL LETTER
DECEMBER 20, 2021**

AGENDA ITEM: Resolution of support for the State of Illinois Rebuild Downtowns and Main Streets Capital Grant for the National Railroad Hall of Fame (NRHOF) Project.

SUMMARY RECOMMENDATION: The City Manager and Director of Public Works recommend approval of the resolution supporting the City's application for the NRHOF grant application.

BACKGROUND: On December 6, 2021, the City Council approved an agreement with Bruner, Cooper, and Zuck, Inc to prepare a grant application for the Illinois Rebuild Downtowns and Main Street Capital Grant for the NRHOF for the construction of a new building located south of the Amtrak Station to house the NRHOF. The city is applying on behalf of the NRHOF for up to a \$3.0 million grant from the program. Since the NRHOF is not a governmental entity, a 50% match is required for the program which is proposed to be paid by the foundation.

The estimated total project cost, including engineering and construction, is \$5.0 to \$6.0 million, with the grant funded portion being 50% of the project cost. As part of the grant application, a resolution of support and local share commitment is required. The NRHOF Foundation Board will be providing the local share commitment resolution for this project. The city is only providing a resolution of support for this project.

BUDGET IMPACT: There is no projected cost to the city for this project for the actual construction of the Hall of Fame, but the city has previously committed to providing parking for the building when it is constructed.

SUPPORTING DOCUMENTS:

1. Resolution of Support

RESOLUTION NO. _____

WHEREAS, the corporate authorities of the City of Galesburg, Illinois believe that the construction of the National Railroad Hall of Fame Museum Rebuild Downtowns and Main Streets project is in the best interest of the citizens of Galesburg; and

WHEREAS, City of Galesburg and Knox County, Illinois are eligible to apply on behalf of the National Railroad Hall of Fame for a Rebuild Downtowns and Main Streets Grant from the State of Illinois for the purpose of constructing a new building for the National Railroad Hall of Fame; and

WHEREAS, the National Railroad Hall of Fame Museum is projected to attract approximately 60,000 visitors annually which will increase tourism in the City of Galesburg and provide an economic lift to the businesses in the downtown area of the City of Galesburg,

NOW THEREFORE, BE IT RESOLVED BY THE CORPORATE AUTHORITIES OF THE CITY OF GALESBURG, ILLINOIS:

The City of Galesburg supports the application by the City of Galesburg and the National Railroad Hall of Fame for the Rebuild Downtowns and Main Streets Capital Grant for the construction of the National Railroad Hall of Fame Museum.

Approved this 20th day of December, 2021, by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk

**COUNCIL LETTER
CITY OF GALESBURG
DECEMBER 20, 2021**

AGENDA ITEM: Resolutions abating property tax on General Obligation Bonds.

1. Ordinance 11-3332, Series 2011C
2. Ordinance 13-3418, Series 2013A
3. Ordinance 15-3484, Series 2015
4. Ordinance 16-3508, Series 2016
5. Ordinance 17-3540, Series 2017

SUMMARY RECOMMENDATION: The City Manager, Finance and Information Systems Director and the City Clerk recommend approval of the attached resolutions directing the City Clerk to file the resolutions with the County Clerk to not extend the property tax for these bond payments.

BACKGROUND: Bond payments are part of the property taxes unless the City Council approves resolutions abating (deduct from the collectible taxing amount) these taxes. Taxes would increase by \$2,414,277. These resolutions must be approved before the County Clerk extends taxes.

BUDGET IMPACT: None

SUPPORTING DOCUMENTS:

1. Resolutions

RESOLUTION NO. _____

WHEREAS, the City of Galesburg, Knox County, Illinois, a municipal corporation, adopted Ordinance No. 2011-3332 for the purpose of authorizing the issuance of \$2,915,000 General Obligation Refunding Bonds, Series 2011C, of the City of Galesburg, Illinois, and

WHEREAS, Section 9 of Ordinance No. 2011-3332 provides for a levy upon all the taxable property in the City, for each year that any of the bonds are outstanding, of a direct annual tax sufficient to provide the money required to pay the interest on the bonds when and as the same falls due and to pay and discharge the principal thereof as the same shall mature as set forth in the schedule in said Section 9; and

WHEREAS, said Section 9 of Ordinance No. 2011-3332 provides that the levy required there under may be abated to the extent that money from other sources is available for the payment of the principal and interest on the bonds upon certification by a duly authorized official of the City to the County Clerk of Knox County of the amount of such available money; and

WHEREAS, The City of Galesburg, Knox County, Illinois has sufficient funds available arising from sources other than taxation, which may lawfully be used for the retirement of said bonds and the interest payable thereon:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GALESBURG, KNOX COUNTY, ILLINOIS:

SECTION 1. That sum of \$322,240 representing the amount required to be levied for tax levy year 2021 for the payment of principal and interest on the \$2,915,000 General Obligation Refunding Bonds, Series 2011C, issued by the City of Galesburg, Illinois, be paid by the City of Galesburg, Illinois from sources other than taxation.

SECTION 2. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Paragraph 5/8-3-4, the County Clerk, Knox County, Illinois, is hereby authorized to abate in its entirety said 2021 tax levy for the City of Galesburg, Knox County, Illinois General Obligation Refunding Bonds, Series 2011C.

SECTION 3. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Section 5/11-74.4-7, the City Clerk is hereby authorized and directed to certify to the County Clerk, Knox County, Illinois, that the City of Galesburg has available to it from sources

other than taxation the sum of \$322,240 which may lawfully be used for the payment of interest on said bonds and to discharge the principal thereof as the same shall mature for the tax levy year 2021.

SECTION 4. That the City Clerk of the City of Galesburg, Illinois, files a properly certified copy of this resolution with the County Clerk, Knox County, Illinois, on the first business day following the signing of this resolution by the Mayor of said City.

Approved this _____ day of December 2021 by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk

Levy and Extension of Taxes

<u>Tax Levy Year</u>	<u>A Tax Sufficient to Produce</u>
2011	\$313,428.28
2012	\$313,267.50
2013	\$317,117.50
2014	\$309,592.50
2015	\$312,067.50
2016	\$314,192.50
2017	\$314,792.50
2018	\$314,992.50
2019	\$314,792.50
2020	\$313,927.50
2021	\$322,240.00
2022	\$324,260.00

RESOLUTION NO. _____

WHEREAS, the City of Galesburg, Knox County, Illinois, a municipal corporation, adopted Ordinance No. 2013-3418 for the purpose of authorizing the issuance of \$1,390,000 General Obligation Bonds, Series 2013A, of the City of Galesburg, Illinois, and

WHEREAS, Section 8 of Ordinance No. 2013-3418 provides for a levy upon all the taxable property in the City, for each year that any of the bonds are outstanding, of a direct annual tax sufficient to provide the money required to pay the interest on the bonds when and as the same falls due and to pay and discharge the principal thereof as the same shall mature as set forth in the schedule in said Section 8; and

WHEREAS, said Section 8 of Ordinance No. 2013-3418 provides that the levy required there under may be abated to the extent that money from other sources is available for the payment of the principal and interest on the bonds upon certification by a duly authorized official of the City to the County Clerk of Knox County of the amount of such available money; and

WHEREAS, The City of Galesburg, Knox County, Illinois has sufficient funds available arising from sources other than taxation, which may lawfully be used for the retirement of said bonds and the interest payable thereon:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GALESBURG, KNOX COUNTY, ILLINOIS:

SECTION 1. That sum of \$113,480 representing the amount required to be levied for tax levy year 2021 for the payment of principal and interest on the \$1,390,000 General Obligation Bonds, Series 2013A, issued by the City of Galesburg, Illinois, be paid by the City of Galesburg, Illinois from sources other than taxation.

SECTION 2. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Paragraph 5/8-3-4, the County Clerk, Knox County, Illinois, is hereby authorized to abate in its entirety said 2021 tax levy for the City of Galesburg, Knox County, Illinois General Obligation Bonds, Series 2013A.

SECTION 3. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Section 5/11-74.4-7, the City Clerk is hereby authorized and directed to certify to the County Clerk, Knox County, Illinois, that the City of Galesburg has available to it from sources

other than taxation the sum of \$113,480 which may lawfully be used for the payment of interest on said bonds and to discharge the principal thereof as the same shall mature for the tax levy year 2021.

SECTION 4. That the City Clerk of the City of Galesburg, Illinois, files a properly certified copy of this resolution with the County Clerk, Knox County, Illinois, on the first business day following the signing of this resolution by the Mayor of said City.

Approved this _____ day of December 2021 by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk

Levy and Extension of Taxes

<u>Tax Levy Year</u>	<u>A Tax Sufficient to Produce</u>
2013	\$66,336.83
2014	\$84,030.00
2015	\$83,130.00
2016	\$92,230.00
2017	\$101,030.00
2018	\$104,530.00
2019	\$107,880.00
2020	\$111,080.00
2021	\$113,480.00
2022	\$115,680.00
2023	\$117,680.00
2024	\$119,480.00
2025	\$121,080.00
2026	\$122,480.00
2027	\$123,680.00
2028	\$124,680.00
2029	\$130,480.00
2030	\$130,535.00
2031	\$130,375.00

RESOLUTION NO. _____

WHEREAS, the City of Galesburg, Knox County, Illinois, a municipal corporation, adopted Ordinance No. 2015-3484 for the purpose of authorizing the issuance of \$8,290,000 General Obligation Refunding Bonds, Series 2015, of the City of Galesburg, Illinois, and

WHEREAS, Section 12 of Ordinance No. 2015-3484 provides for a levy upon all the taxable property in the City, for each year that any of the bonds are outstanding, of a direct annual tax sufficient to provide the money required to pay the interest on the bonds when and as the same falls due and to pay and discharge the principal thereof as the same shall mature as set forth in the schedule in said Section 12; and

WHEREAS, said Section 12 of Ordinance No. 2015-3484 provides that the levy required there under may be abated to the extent that money from other sources is available for the payment of the principal and interest on the bonds upon certification by a duly authorized official of the City to the County Clerk of Knox County of the amount of such available money; and

WHEREAS, The City of Galesburg, Knox County, Illinois has sufficient funds available arising from sources other than taxation, which may lawfully be used for the retirement of said bonds and the interest payable thereon:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GALESBURG, KNOX COUNTY, ILLINOIS:

SECTION 1. That sum of \$626,513 representing the amount required to be levied for tax levy year 2021 for the payment of principal and interest on the \$8,290,000 General Obligation Refunding Bonds, Series 2015, issued by the City of Galesburg, Illinois, be paid by the City of Galesburg, Illinois from sources other than taxation.

SECTION 2. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Paragraph 5/8-3-4, the County Clerk, Knox County, Illinois, is hereby authorized to abate in its entirety said 2021 tax levy for the City of Galesburg, Knox County, Illinois General Obligation Refunding Bonds, Series 2015.

SECTION 3. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Section 5/11-74.4-7, the City Clerk is hereby authorized and directed to certify to the County Clerk, Knox County, Illinois, that the City of Galesburg has available to it from sources

other than taxation the sum of \$626,513 which may lawfully be used for the payment of interest on said bonds and to discharge the principal thereof as the same shall mature for the tax levy year 2021.

SECTION 4. That the City Clerk of the City of Galesburg, Illinois, files a properly certified copy of this resolution with the County Clerk, Knox County, Illinois, on the first business day following the signing of this resolution by the Mayor of said City.

Approved this _____ day of December 2021 by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk

Levy and Extension of Taxes

<u>Tax Levy Year</u>	<u>A Tax Sufficient to Produce</u>
2015	\$623,962.50
2016	\$622,712.50
2017	\$621,162.50
2018	\$624,312.50
2019	\$622,012.50
2020	\$619,412.50
2021	\$626,512.50
2022	\$623,012.50
2023	\$624,212.50
2024	\$624,962.50
2025	\$625,262.50
2026	\$625,112.50
2027	\$629,512.50
2028	\$623,312.50
2029	\$626,812.50
2030	\$629,000.00
2031	\$629,825.00

RESOLUTION NO. _____

WHEREAS, the City of Galesburg, Knox County, Illinois, a municipal corporation, adopted Ordinance No. 2016-3508 for the purpose of authorizing the issuance of \$9,600,000 General Obligation Bonds, Series 2016, of the City of Galesburg, Illinois, and

WHEREAS, Section 8 of Ordinance No. 2016-3508 provides for a levy upon all the taxable property in the City, for each year that any of the bonds are outstanding, of a direct annual tax sufficient to provide the money required to pay the interest on the bonds when and as the same falls due and to pay and discharge the principal thereof as the same shall mature as set forth in the schedule in said Section 8; and

WHEREAS, said Section 8 of Ordinance No. 2016-3508 provides that the levy required there under may be abated to the extent that money from other sources is available for the payment of the principal and interest on the bonds upon certification by a duly authorized official of the City to the County Clerk of Knox County of the amount of such available money; and

WHEREAS, The City of Galesburg, Knox County, Illinois has sufficient funds available arising from sources other than taxation, which may lawfully be used for the retirement of said bonds and the interest payable thereon:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GALESBURG, KNOX COUNTY, ILLINOIS:

SECTION 1. That sum of \$639,763 representing the amount required to be levied for tax levy year 2021 for the payment of principal and interest on the \$9,600,000 General Obligation Bonds, Series 2016, issued by the City of Galesburg, Illinois, be paid by the City of Galesburg, Illinois from sources other than taxation.

SECTION 2. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Paragraph 5/8-3-4, the County Clerk, Knox County, Illinois, is hereby authorized to abate in its entirety said 2021 tax levy for the City of Galesburg, Knox County, Illinois General Obligation Bonds, Series 2016.

SECTION 3. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Section 5/11-74.4-7, the City Clerk is hereby authorized and directed to certify to the County Clerk, Knox County, Illinois, that the City of Galesburg has available to it from sources

other than taxation the sum of \$639,763 which may lawfully be used for the payment of interest on said bonds and to discharge the principal thereof as the same shall mature for the tax levy year 2021.

SECTION 4. That the City Clerk of the City of Galesburg, Illinois, files a properly certified copy of this resolution with the County Clerk, Knox County, Illinois, on the first business day following the signing of this resolution by the Mayor of said City.

Approved this _____ day of December 2021 by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk

Levy and Extension of Taxes

<u>Tax Levy Year</u>	<u>A Tax Sufficient to Produce</u>
2015	\$629,745.83
2016	\$630,262.50
2017	\$629,912.50
2018	\$634,262.50
2019	\$638,162.50
2020	\$636,612.50
2021	\$639,762.50
2022	\$642,462.50
2023	\$644,712.50
2024	\$651,512.50
2025	\$652,712.50
2026	\$653,462.50
2027	\$658,762.50
2028	\$663,462.50
2029	\$667,562.50
2030	\$671,062.50
2031	\$678,962.50
2032	\$685,368.76
2033	\$690,218.76
2034	\$693,450.00

RESOLUTION NO. _____

WHEREAS, the City of Galesburg, Knox County, Illinois, a municipal corporation, adopted Ordinance No. 2017-3540 for the purpose of authorizing the issuance of \$8,320,000 General Obligation Refunding Bonds, Series 2017, of the City of Galesburg, Illinois, and

WHEREAS, Section 12 of Ordinance No. 2017-3540 provides for a levy upon all the taxable property in the City, for each year that any of the bonds are outstanding, of a direct annual tax sufficient to provide the money required to pay the interest on the bonds when and as the same falls due and to pay and discharge the principal thereof as the same shall mature as set forth in the schedule in said Section 12; and

WHEREAS, said Section 12 of Ordinance No. 2017-3540 provides that the levy required there under may be abated to the extent that money from other sources is available for the payment of the principal and interest on the bonds upon certification by a duly authorized official of the City to the County Clerk of Knox County of the amount of such available money; and

WHEREAS, The City of Galesburg, Knox County, Illinois has sufficient funds available arising from sources other than taxation, which may lawfully be used for the retirement of said bonds and the interest payable thereon:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GALESBURG, KNOX COUNTY, ILLINOIS:

SECTION 1. That sum of \$712,281 representing the amount required to be levied for tax levy year 2021 for the payment of principal and interest on the \$8,320,000 General Obligation Refunding Bonds, Series 2017, issued by the City of Galesburg, Illinois, be paid by the City of Galesburg, Illinois from sources other than taxation.

SECTION 2. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Paragraph 5/8-3-4, the County Clerk, Knox County, Illinois, is hereby authorized to abate in its entirety said 2021 tax levy for the City of Galesburg, Knox County, Illinois General Obligation Refunding Bonds, Series 2017.

SECTION 3. That in accordance with the provisions of Illinois Compiled Statutes, 65 ILCS Section 5/11-74.4-7, the City Clerk is hereby authorized and directed to certify to the County Clerk, Knox County, Illinois, that the City of Galesburg has available to it from sources

other than taxation the sum of \$712,281 which may lawfully be used for the payment of interest on said bonds and to discharge the principal thereof as the same shall mature for the tax levy year 2021.

SECTION 4. That the City Clerk of the City of Galesburg, Illinois, files a properly certified copy of this resolution with the County Clerk, Knox County, Illinois, on the first business day following the signing of this resolution by the Mayor of said City.

Approved this _____ day of December 2021 by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk

Levy and Extension of Taxes

<u>Tax Levy Year</u>	<u>A Tax Sufficient to Produce</u>
2017	\$712,631.26
2018	\$714,631.26
2019	\$717,331.26
2020	\$710,331.26
2021	\$712,281.26
2022	\$714,281.26
2023	\$710,481.26
2024	\$713,356.26
2025	\$714,606.26
2026	\$714,006.26
2027	\$712,606.26
2028	\$715,406.26
2029	\$716,406.26
2030	\$712,343.76
2031	\$711,250.00
2032	\$714,000.00

**COUNCIL LETTER
CITY OF GALESBURG
DECEMBER 20, 2021**

AGENDA ITEM: Bid recommendation, 2022 annual supply of liquid chlorine.

SUMMARY RECOMMENDATION: The City Manager, Director of Public Works, Water Superintendent, and Purchasing Agent recommend that the City Council approve the bid from Hawkins Inc. in the amount of \$1648.00 per ton for liquid chlorine for purchases in 2022.

BACKGROUND: The City of Galesburg annually bids out the yearly supply of liquid chlorine for the Water Division. This chemical is supplied in one-ton cylinders to the Oquawka plant. A bid request was advertised in the Galesburg Register Mail and made available on the City website. Four vendors responded as follows:

Bid Results for 2022 Liquid Chlorine

Company	City/State	Price Per Ton
Brenntag Mid-South	Bartonville, IL	1666.00
Univar Solutions	Kent, WA	No Bid
Alexander Chemical Corp	LaPorte, IN	1900.00
Hawkins Inc*	Roseville, MN	1648.00
* Low and best bid		

Previous Years Results

Year	Rate	Company
2021	507.00	Brenntag Mid South
2020	442.00	Brenntag Mid South
2019	458.00	Brenntag Mid South
2018	449.00	Brenntag Mid South
2017	399.00	Brenntag Mid South

Hawkins Inc. submitted the low and best bid in the amount of \$1648.00 per ton. It should be noted that pricing for this chemical fluctuates annually based on demand and availability. For historical purposes, the last five years of pricing have been provided as well.

BUDGET IMPACT: The Water Division budgets for the purchase of this chemical in their annual budget.

SUPPORTING DOCUMENTS: None

**CITY OF GALESBURG
COUNCIL LETTER
DECEMBER 20, 2021**

AGENDA ITEM: Bid recommendation, annual supply of fill and patch materials for the City of Galesburg for the 2022 calendar year.

SUMMARY RECOMMENDATION: The City Manager, Director of Public Works, City Engineer, and Purchasing Agent recommend awarding the bid to supply fill and patch materials for 2022 to Galesburg Builders Supply except for:

Hot Mix Asphalt Binder and Surface Course – River City Supply
Course Aggregate CA-6 (Gravel or Crushed Stone) – Mill Creek Mining
3/8” Pea Gravel CA-16 (Picked Up) – Galena Road Gravel
Cold Patch and High Performance Patching Mixture – Tickle Asphalt Co
Mason Sand, Fill Sand, Trench Backfill Sand and Pea Gravel (Delivered) – Gunther Construction

BACKGROUND: These materials are primarily used by the Street, Water, and Parks Divisions. However, the material can be supplied to various other divisions at the same price when needed. The 2021 prices are included in the attached bid tabulation for comparison purposes. On average, prices increased slightly from the previous year and were within reason of the estimated prices. The intent is to use the vendor that provides the lowest on the road cost for the City, as listed above. However, if the lowest on the road cost vendor does not have material available, the City will utilize the next lowest price vendor based on the lowest on the road cost.

BUDGET IMPACT: The various divisions budget sufficient funds in their respective line items to cover the cost of these materials.

SUPPORTING DOCUMENTS:

1. Bids sent to:
River City Supply (UCM)
Galesburg Builders Supply (UCM)
Roanoke Concrete Products
Tri-City Blacktop Inc.
Tazewell County Asphalt
McCarthy Improvement Company
Tickle Asphalt Company
Valley Construction Co.
McLean County Asphalt
Galena Road Gravel
Riverstone Group
2. Bid Tabulation and On-the-road cost

Public Works Department Memo

Bit. Hot Mix, PC Concrete, CA-6, Sand & CLSM

Bid Date: 12/8/2021

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[illegible]

CITY OF GALESBURG

Material Quotes for 2022

Bit. Hot Mix, PC Concrete, CA-6, Sand & CLSM

Project: 22-01003-50-GM

Bid Date: 12/8/21

Lowest on the road cost - Asphalt and Aggregate										
Company	Bid price	Location	Miles	Time (Hrs.) Round Trip	Truck Cost	Labor Cost	Material Cost (9 tons/truck)	Total Cost	Cost/ton	Rank
Hot Mix Asphalt										
Tazewell County	\$75.00	East Peoria, IL	53	2.5	\$160.31	\$77.75	\$675.00	\$913.06	\$101.45	2
River City Supply	\$90.00	Galesburg, IL	5	0.3	\$19.24	\$9.33	\$810.00	\$838.57	\$93.17	1
Patch - Emulsion										
Bldrs. Supply	\$128.50	Galesburg, IL	3	0.2	\$12.83	\$6.22	\$1,156.50	\$1,175.55	\$130.62	2
Tickle Asphalt	\$110.00	Milan, IL	45	1.8	\$115.43	\$55.98	\$990.00	\$1,161.41	\$129.05	1
High-Performance Patching Mixture										
Bldrs. Supply	\$141.50	Galesburg, IL	3	0.2	\$12.83	\$6.22	\$1,273.50	\$1,292.55	\$143.62	2
Tickle Asphalt	\$120.00	Milan, IL	45	1.8	\$115.43	\$55.98	\$1,080.00	\$1,251.41	\$139.05	1

Mason Sand FA-9										
Bldrs. Supply	\$30.98	Galesburg, IL	2	0.2	\$12.83	\$6.22	\$278.82	\$297.87	\$33.10	1
Fill Sand - FA 1										
Bldrs. Supply	\$21.90	Galesburg, IL	2	0.2	\$12.83	\$6.22	\$197.10	\$216.15	\$24.02	1
Galena Road Gravel	\$4.75	Chillicothe, IL	50	2	\$128.25	\$62.20	\$42.75	\$233.20	\$25.91	2
Trench Backfill - FA6										
Bldrs. Supply	\$17.46	Galesburg, IL	2	0.2	\$12.83	\$6.22	\$157.14	\$176.19	\$19.58	1
Galena Road Gravel	\$4.75	Chillicothe, IL	50	2	\$128.25	\$62.20	\$42.75	\$233.20	\$25.91	2
Pea Gravel CA-16										
Bldrs. Supply	\$38.16	Galesburg, IL	2	0.2	\$12.83	\$6.22	\$343.44	\$362.49	\$40.28	2
Galena Road Gravel	\$9.00	Chillicothe, IL	50	2	\$128.25	\$62.20	\$81.00	\$271.45	\$30.16	1

	<u>GVW</u>	<u>Hrly. Rate</u>
Hrly Truck Rate	17690	\$64.13
Hrly Labor Rate		\$31.10

Calculation of hrly truck rate:

In 1 hr. the truck can drive 50 miles.

The truck gets 4 miles to the gallon

In 1 hr. the truck uses 12.5 gallons of fuel

1 gallon fuel is \$3.19 x 12.5 gallons = \$39.88/hr for just fuel

Plus wear and tear on the truck which includes tires, oil, misc. repairs, \$24.25/hr.

**COUNCIL LETTER
CITY OF GALESBURG
DECMEBER 20, 2021**

AGENDA ITEM: Annual approval of updated investment policy.

SUMMARY RECOMMENDATION: The City Manager and Director of Finance and Information Systems recommend City Council to approve the updated investment policy.

BACKGROUND: In an effort to ensure the Investment Policy is kept current and in compliance with State law, the City's Investment Policy is being presented to City Council for its annual review. The annual review is conducted subsequent to audit fieldwork and includes a review of the current investment policy.

A sound investment policy helps to ensure the return on investments is maximized while considering safety and liquidity. Investment earnings are used to help cover yearly operating expenses in many of the funds. The City's investment portfolio includes reserve funds and funds that are earmarked for legal reasons or funds earmarked for planning reasons.

After review of the current Investment Policy, there are only a couple of places with minor recommended title changes.

BUDGET IMPACT: Review of the Investment Policy ensures that standards and procedures are updated on an annual basis.

SUPPORTING DOCUMENTS:

1. Red-lined Investment Policy

CITY OF GALESBURG

Illinois, USA

2021



Investment Policy—Red-Lined

Finance Department
55 West Tompkins Street
Galesburg, IL 61401
Approved by City Council
on December 20, 2021

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CITY OF GALESBURG, ILLINOIS

INVESTMENT POLICY

POLICY STATEMENT

It is the policy of the City of Galesburg to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds.

SCOPE

The investment policy applies to all investment transactions and activities of the City except for the Police Pension Fund and the Fire Pension Fund, which are subject to the order of the Board of Trustees of each respective fund. All financial assets of current funds, and other funds that may be created from time to time, shall be administered in accordance with the provisions of this policy.

The Board of Trustees of the Galesburg Public Library may establish a separate investment policy to govern the investment activities of the City's Public Library Fund and any special revenue, debt service, or capital projects funds that the City may create specifically for the Library's benefit, subject to the approval of the City Council. In the absence of a separate, validly approved investment policy for the Library funds, this policy shall govern the investment activities of the Library.

OBJECTIVE

The primary objective, in priority order of the City of Galesburg investment activities shall be safety, credit risk, liquidity and yield.

Safety

Safety of principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the portfolio.

Credit Risk

Credit Risk is the risk of loss due to the failure of the security issuer or backer. Credit risk may be mitigated by:

- Limiting investments to the safest types of securities
- Pre-qualifying the financial institutions, broker/dealers and advisors with which an entity will do business, and
- Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

Interest Rate Risk

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
- By investing operating funds primarily in shorter-term securities

Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash need to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in money market mutual funds or Council approved local government investment pools, which offers same-day liquidity for short-term funds.

Yield

The City's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints and liquidity needs. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

- 1) a declining credit security could be sold early to minimize loss of principal;
- 2) a security swap would improve the quality yield, or target duration in the portfolio;
or
- 3) liquidity needs of the portfolio require that the security be sold

STANDARDS OF CARE

Prudence

The standard of prudence to be used in the investment function shall be the "Prudent Person" standard and shall be applied in the context of managing the overall portfolio. This standard states "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived."

The Investment Officer and those delegated with investment authority under this policy, when acting in accordance with the written procedures and this policy, and in accord with the Prudent Person Rule, shall be relieved of personal responsibility and liability in the management of the portfolio.

Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.

Delegation of Authority

Authority to manage the City of Galesburg's investment program is granted to the Director of Finance and derived from the state statutes.

The Director of Finance is designated as the Investment Officer and is responsible for investment management decisions and activities. All participants in the investment process shall seek to act responsibly as custodians of the public trust. The Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program, which are consistent with this investment policy. Procedures will include reference to selection of broker/dealers and financial institutions, safekeeping, repurchase agreements, wire transfer agreements, banking services contracts, and other investment related activities.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. The Investment Officer shall designate the ~~Senior Accountant~~ Assistant Finance Director as a liaison/deputy in the event circumstances require timely action and the Investment Officer is not available.

No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Investment Officer.

SAFEKEEPING AND CUSTODY

Authorized Financial Dealers and Institutions

A list will be maintained of financial institutions authorized to provide investment services. In addition, a list will also be maintained, by the Investment Officer, of approved security brokers/dealers selected by creditworthiness. No public deposit shall be made except to a qualified public depository as established by the state statutes.

The Investment Officer may approve a broker or dealer to sell securities to the City if the broker or dealer meets the following criteria:

- Provides audited financial statements for the past three fiscal years.
- Provides proof of membership in the Securities Investor Protection Corporation.
- Provides proof of registration with the Securities and Exchange Commission.
- Provides proof of membership in a self-regulatory organization such as the National Association of Securities Dealers, the Financial Industry Regulatory Authority or the New York Stock Exchange.
- Provides proof of state registration.
- Has been in operation for at least 10 years, or in the case of broker/dealer companies that have been created as result of mergers or acquisitions, have a substantial operating history.

Once a broker/dealer is approved to sell securities to the City, the broker/dealer must continue to provide its most current audited annual financial statements along with the submission of the annually completed and signed “Authorized Financial Dealers Investment Policy Acceptance” form.

All security brokers/dealers with whom the City transacts business will be provided a copy of this Investment Policy. All security broker/dealers will provide the City with certification of having read and understood and agreeing to comply with the City’s investment policy.

An annual review of the registration of qualified broker/dealers will be conducted by the Director of Finance.

Internal Controls

The Investment Officer is responsible for establishing and maintaining an internal control structure designed to ensure that assets of the City are protected from loss, theft or misuse. The controls shall be designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognized that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits require estimates and judgments by management.

Accordingly, the Director of Finance shall establish a process for an annual review by an external independent review by the City’s independent auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting and recordkeeping
- Custodial safekeeping
- Avoidance of physical delivery securities
- Clear delegation of authority to subordinate staff members
- Written confirmation of transactions for investments and wire transfers
- Development of a wire transfer agreement with the lead bank and third-party custodian

Delivery vs. Payment

All security transactions, where applicable, entered into by the City, shall be conducted on a **delivery-versus-payment** (DVP) basis to ensure that securities are deposited in an eligible financial institution before the release of funds.

SUITABLE INVESTMENTS

Investment Types

The City may invest in any type of security allowed for in Illinois statutes under the Public Funds Investment Act (30 ILCS 235/1) regarding the investment of public funds for home rule municipalities. With Council’s approval prior to the purchase of the following type of investment, approved investments also include an adjustment to the following section of 30 ILCS 235/1 a-1:

- With Council's prior approval, the City may also invest in unrated bonds or debt certificates issued by any local governmental unit of the State of Illinois, of any other state, or of any political subdivision or agency of the State of Illinois or of any other state, whether the interest earned thereon is taxable or tax-exempt under federal law. The debt certificates shall be registered in the name of the City or held under a custodial agreement at a bank.

If Illinois State statutes for investment of public funds approve additional types of securities, they will be eligible for investment by the City. This policy shall be amended to reflect the additional types of securities for investment and the amended version approved by the City Council.

Direct specific investment parameters for the investment of public funds in Illinois are found in the Illinois State Statutes, Public Funds Investment Act 30ILCS 235.

Collateralization

Funds on deposit in excess of FDIC or SIPC limits must be secured by some form of collateral, witnessed by a written agreement. The amount of collateral provided will not be less than 100 percent of the fair market value of the net amount of public funds secured. Collateral shall be either in the form of securities specifically pledged to and held in the City's name and held in safekeeping by an independent third party custodian designated by the City Council, such as a trust institution, or a Federal Reserve Bank and evidenced by a safekeeping agreement which complies with the Uniform Commercial Code (UCC) requirement for control, or in the form of an original Federal Home Loan Bank irrevocable Letter of Credit issued to the City of Galesburg or an agent of the City of Galesburg equal to 100 percent of the fair market value of the net amount of public funds secured. The custodian may not be owned or controlled by the depository institution or its holding company unless it is a separately operated trust institution. The UCC states that the depositor does not have a perfected interest in a security unless the depositor controls it. Control means that swaps, sales, and transfers cannot occur without the depositor's written approval. A detail monthly statement listing a description of securities pledged and held in safekeeping must be provided to the City. The City will accept any of the following securities as collateral:

- Negotiable obligations of the United States Government; or
- Negotiable obligations of any agency or instrumentality of the United States Government guaranteed by the full faith and credit of the United States Government; or
- Negotiable obligations of the State of Illinois

Substitutions of collateral should meet the requirements of the collateral agreement, be approved in writing prior to release, and the collateral should not be released until the replacement collateral has been received.

Repurchase Agreements

Repurchase agreements shall be consistent with GFOA Recommended Practices on Repurchase Agreements.

INVESTMENT PARAMETERS

Diversification

The investments shall be diversified by:

- Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities or investments federally insured such as with FDIC),
- Limiting investment securities that have higher credit risks,
- Investing in securities with varying maturities and
- Continuously investing with a portion of the portfolio in readily available funds such as local government investment pools, money market or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

Maximum Maturities

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. We recognize that there is a permanent part of the portfolio, and when the increase in return for extending maturities is compelling, the Director of Finance may consider extending a segment of the portfolio into longer-term maturities. The maximum maturity for City investments shall be ten (10) years. The average maturity of the total portfolio shall not exceed five (5) years.

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as local government investment pools, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

Competitive Bid

A competitive “bid” shall be conducted, except for funds placed in local government investment pools and/or approved savings accounts or, when the City directly invests surplus funds in investment instruments. If the holding bank of a maturing certificate of deposit is offering a competitive rollover interest rate, the certificate of deposit can be rolled over to a new maturity date without a competitive bid.

REPORTING

Methods

The Investment Officer shall submit quarterly reports to the City Manager and the City Council containing sufficient information to permit an informed outside reader to evaluate the performance of the investment program. The report should summarize investment securities held at the end of the reporting period, maturities, returns, percentage of the portfolio which each type of investment represents or other factors of importance. The market value of the portfolio shall be included within the quarterly reports.

Performance

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio, taking into account the City's investment constraints and cash flow needs, should obtain a comparable rate of return during a market/economic environment of stable interest rates. A series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis.

POLICY CONSIDERATIONS

Exemptions

Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

Amendments

This policy shall be reviewed on an annual basis. Any changes must be approved by the Director of Finance and any other appropriate authority, as well as the individual(s) charged with maintaining internal controls.

ATTACHMENTS

The following documents, as applicable, are attached to this policy:

1. List of authorized personnel
2. Glossary of Terms
3. Authorized Financial Dealers Investment Policy Acceptance

ADOPTION

The City's investment policy shall be adopted by the City Council. The Investment Officer, City Manager and City Council shall review the policy on an annual basis. The investment policy is available in the City Clerk's office at City Hall, 55 West Tompkins Street, Galesburg, IL.

This policy supersedes all prior investment policies.

LIST OF AUTHORIZED PERSONNEL

Investment Officer/Signer	Gloria Osborn, Director of Finance & Information Systems
Authorized Signer/Safekeeping Receipts [CDs]	John Pritchard <u>Peter Schwartzman</u> , Mayor Kelli Bennewitz; City Clerk Gloria Osborn, Director of Finance Bobbi Chockley, Senior Accountant <u>Assistant Finance Director</u> Todd Thompson, City Manager Bobbi Chockley, Senior
Liaison Investment Officer Accountant <u>Assistant Finance Director</u>	
Secretary	Kelli Bennewitz, City Clerk
Third Party Trust Custodian	Farmers & Mechanics Bank

GLOSSARY OF CASH MANAGEMENT TERMS

The following is a glossary of key investing terms, many of which appear in the Investment Policy. This glossary has been adapted from an article, entitled "Investment terms for everyday use," that appeared in the April 5, 1996, issue of *Public Investor*, GFOA's subscription investment newsletter.

Accrued Interest - The accumulated interest due on a bond as of the last interest payment made by the issuer.

Agency - A debt security issued by a federal or federally sponsored agency. Federal agencies are backed by the full faith and credit of the U.S. Government. Federally sponsored agencies (FSAs) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of federal agency is the Government National Mortgage Association (GNMA). An example of a FSA is the Federal National Mortgage Association (FNMA).

Amortization - The systematic reduction of the amount owed on a debt issue through periodic payments of principal.

Average Life - The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

Basis Point - A unit of measurement used in the valuation of fixed-income securities equal to 1/100 of 1 percent of yield, e.g., "1/4" of 1 percent is equal to 25 basis points.

Bid - The indicated price at which a buyer is willing to purchase a security or commodity.

Book Value - The value at which a security is carried on the inventory lists or other financial records of an investor. The book value may differ significantly from the security's current value in the market.

Callable Bond - A bond issue in which all or part of its outstanding principal amount may be redeemed before maturity by the issuer under specified conditions.

Call Price - The price at which an issuer may redeem a bond prior to maturity. The price is usually at a slight premium to the bond's original issue price to compensate the holder for loss of income and ownership.

Call Risk - The risk to a bondholder that a bond may be redeemed prior to maturity.

Cash Sale/Purchase - A transaction which calls for delivery and payment of securities on the same day that the transaction is initiated.

Collateralization - Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

Commercial Paper - An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

Convexity - A measure of a bond's price sensitivity to changing interest rates. A high convexity indicates greater sensitivity of a bond's price to interest rate changes.

Coupon Rate - The annual rate of interest received by an investor from the issuer of certain types of fixed-income securities. Also known as the "interest rate."

Credit Quality - The measurement of the financial strength of a bond issuer. This measurement helps an investor to understand an issuer's ability to make timely interest payments and repay the loan principal upon maturity. Generally, the higher the credit quality of a bond issuer, the lower the interest rate paid by the issuer because the risk of default is lower. Credit quality ratings are provided by nationally recognized rating agencies.

Credit Risk - The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

Current Yield (Current Return) - A yield calculation determined by dividing the annual interest received on a security by the current market price of that security.

Delivery Versus Payment (DVP) - A type of securities transaction in which the purchaser pays for the securities when they are delivered either to the purchaser or his/her custodian.

Derivative Security - Financial instrument created from, or whose value depends upon, one or more underlying assets or indexes of asset values.

Discount - The amount by which the par value of a security exceeds the price paid for the security.

Diversification - A process of investing assets among a range of security types by sector, maturity, and quality **rating**.

Duration - A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

Fair Value - The amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

Federal Funds (Fed Funds) - Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed funds are considered to be immediately available funds.

Federal Funds Rate - Interest rate charged by one institution lending federal funds to the other.

Government Securities - An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, and Bonds."

Interest Rate - See "Coupon Rate."

Interest Rate Risk - The risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

Internal Controls - An internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points:

1. **Control of collusion** - Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
2. **Separation of transaction authority from accounting and record keeping** - By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved.
3. **Custodial safekeeping** - Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.
4. **Avoidance of physical delivery securities** - Book-entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
5. **Clear delegation of authority to subordinate staff members** - Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
6. **Written confirmation of transactions for investments and wire transfers** - Due to the potential for error and improprieties arising from telephone and electronic transactions, all

transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax if on letterhead and if the safekeeping institution has a list of authorized signatures.

7. **Development of a wire transfer agreement with the lead bank and third-party custodian**

- The designated official should ensure that an agreement will be entered into and will address the following points: controls, security provisions, and responsibilities of each party making and receiving wire transfers.

Inverted Yield Curve - A chart formation that illustrates long-term securities having lower yields than short-term securities. This configuration usually occurs during periods of high inflation coupled with low levels of confidence in the economy and a restrictive monetary policy.

Investment Company Act of 1940- Federal legislation which sets the standards by which investment companies, such as mutual funds, are regulated in the areas of advertising, promotion, performance reporting requirements, and securities valuations.

Investment Policy - A concise and clear statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

Investment-grade Obligations - An investment instrument suitable for purchase by institutional investors under the prudent person rule. Investment-grade is restricted to those obligations rated BBB or higher by a rating agency.

Liquidity - An asset that can be converted easily and quickly into cash.

Local Government Investment Pool (LGIP) - An investment by local governments in which their money is pooled as a method for managing local funds.

Mark-to-market - The process whereby the book value or collateral value of a security is adjusted to reflect its current market value.

Market Risk - The risk that the value of a security will rise or decline as a result of changes in market conditions.

Market Value - Current market price of a security.

Maturity - The date on which payment of a financial obligation is due. The final stated maturity is the date on which the issuer must retire a bond and pay the face value to the bondholder. See "Weighted Average Maturity."

Money Market Mutual Fund - Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repos and federal funds).

Mutual Fund - An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments. Mutual funds are regulated by the Investment Company Act of 1940 and must abide by the following Securities and Exchange Commission (SEC) disclosure guidelines:

1. Report standardized performance calculations.
2. Disseminate timely and accurate information regarding the fund's holdings, performance, management and general investment policy.
3. Have the fund's investment policies and activities supervised by a board of trustees, which are independent of the adviser, administrator or other vendor of the fund.
4. Maintain the daily liquidity of the fund's shares.
5. Value their portfolios on a daily basis.
6. Have all individuals who sell SEC-registered products licensed with a self-regulating organization (SRO) such as the National Association of Securities Dealers (NASD).
7. Have an investment policy governed by a prospectus which is updated and filed by the SEC annually.

Mutual Fund Statistical Services - Companies that track and rate mutual funds, e.g., IBC/Donohue, Lipper Analytical Services, and Morningstar.

National Association of Securities Dealers (NASD) - A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

Net Asset Value - The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets which includes securities, cash, and any accrued earnings, subtracting this from the fund's liabilities and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio. (See below.) $[(\text{Total assets}) - (\text{Liabilities})]/(\text{Number of shares outstanding})$

No Load Fund - A mutual fund which does not levy a sales charge on the purchase of its shares.

Nominal Yield - The stated rate of interest that a bond pays its current owner, based on par value of the security. It is also known as the "coupon," "coupon rate," or "interest rate."

Offer - An indicated price at which market participants are willing to sell a security or commodity. Also referred to as the "Ask price."

Par - Face value or principal value of a bond, typically \$1,000 per bond.

Positive Yield Curve - A chart formation that illustrates short-term securities having lower yields than long-term securities.

Premium - The amount by which the price paid for a security exceeds the security's par value.

Prime Rate - A preferred interest rate charged by commercial banks to their most creditworthy customers. Many interest rates are keyed to this rate.

Principal - The face value or par value of a debt instrument. Also, may refer to the amount of capital invested in a given security.

Prospectus - A legal document that must be provided to any prospective purchaser of a new securities offering registered with the SEC. This can include information on the issuer, the issuer's business, the proposed use of proceeds, the experience of the issuer's management, and certain certified financial statements.

Prudent Person Rule - An investment standard outlining the fiduciary responsibilities of public funds investors relating to investment practices.

Regular Way Delivery - Securities settlement that calls for delivery and payment on the third business day following the trade date (T+3); payment on a T+1 basis is currently under consideration. Mutual funds are settled on a same day basis; government securities are settled on the next business day.

Reinvestment Risk - The risk that a fixed-income investor will be unable to reinvest income proceeds from a security holding at the same rate of return currently generated by that holding.

Repurchase Agreement (repo or RP) - An agreement of one party to sell securities at a specified price to a second party and a simultaneous agreement of the first party to repurchase the securities at a specified price or at a specified later date.

Reverse Repurchase Agreement (Reverse Repo) - An agreement of one party to purchase securities at a specified price from a second party and a simultaneous agreement by the first party to resell the securities at a specified price to the second party on demand or at a specified date.

Rule 2a-7 of the Investment Company Act - Applies to all money market mutual funds and mandates such funds to maintain certain standards, including a 13- month maturity limit and a 90-day average maturity on investments, to help maintain a constant net asset value of one dollar (\$1.00).

Safekeeping - Holding of assets (e.g., securities) by a financial institution.

Serial Bond - A bond issue, usually of a municipality, with various maturity dates scheduled at regular intervals until the entire issue is retired.

Sinking Fund - Money accumulated on a regular basis in a separate custodial account that is used to redeem debt securities or preferred stock issues.

Swap - Trading one asset for another.

Term Bond - Bonds comprising a large part or all of a particular issue which come due in a single maturity. The issuer usually agrees to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity.

Total Return - The sum of all investment income plus changes in the capital value of the portfolio. For mutual funds, return on an investment is composed of share price appreciation plus any realized dividends or capital gains. This is calculated by taking the following components during a certain time period. $(\text{Price Appreciation}) + (\text{Dividends paid}) + (\text{Capital gains}) = \text{Total Return}$

Treasury Bills - Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year and issued in minimum denominations of \$10,000. Auctions of three- and six-month bills are weekly, while auctions of one-year bills are monthly. The yields on these bills are monitored closely in the money markets for signs of interest rate trends.

Treasury Notes - Intermediate U.S. government debt securities with maturities of one to 10 years and issued in denominations ranging from \$1,000 to \$1 million or more.

Treasury Bonds - Long-term U.S. government debt securities with maturities of ten years or longer and issued in minimum denominations of \$1,000. Currently, the longest outstanding maturity for such securities is 30 years.

Uniform Net Capital Rule - SEC Rule 15C3-1 outlining capital requirements for broker/dealers.

Volatility - A degree of fluctuation in the price and valuation of securities.

"Volatility Risk" Rating - A rating system to clearly indicate the level of volatility and other non-credit risks associated with securities and certain bond funds. The ratings for bond funds range from those that have extremely low sensitivity to changing market conditions and offer the greatest stability of the returns ("aaa" by S&P; "V-1" by Fitch) to those that are highly sensitive with currently identifiable market volatility risk ("ccc-" by S&P, "V-10" by Fitch).

Weighted Average Maturity (WAM) - The average maturity of all the securities that comprise a portfolio. According to SEC rule 2a-7, the WAM for SEC registered money market mutual funds may not exceed 90 days and no one security may have a maturity that exceeds 397 days.

When Issued (WI) - A conditional transaction in which an authorized new security has not been issued. All "when issued" transactions are settled when the actual security is issued.

Yield - The current rate of return on an investment security generally expressed as a percentage of the security's current price.

Yield-to-call (YTC) - The rate of return an investor earns from a bond assuming the bond is redeemed (called) prior to its nominal maturity date. **Yield Curve** - A graphic representation that depicts the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity. A normal yield curve may be alternatively referred to as a positive yield curve.

Yield-to-maturity - The rate of return yielded by a debt security held to maturity when both interest payments and the investor's potential capital gain or loss are included in the calculation of return.

Zero-coupon Securities - Security that is issued at a discount and makes no periodic interest payments. The rate of return consists of a gradual accretion of the principal of the security and is payable at par upon maturity.

AUTHORIZED FINANCIAL DEALERS INVESTMENT POLICY ACCEPTANCE

I have received the investment policy approved by City Council on ~~October 19, 2020~~ December 20, 2021 for the City of Galesburg. I have read and understand the goals and objectives of the City's investment program. Also, based on if I am seeking consideration to be a new broker/dealer or if I am currently an approved broker/dealer, I will include the required documentation listed below.

Signature	Date
Print Name	E-Mail Address
Title	Telephone Number
Company	Fax Number
Company Address	
City, State, Zip Code	

Status	Requirement	Yes	No	Not Applicable
Current	If already an approved broker/dealer, ONLY include the company's most current audited annual financial statement with this acceptance form			
New	Been in operation for at least 10 years, or in the case of broker/dealer companies that have been created as result of mergers or acquisitions, have a substantial operating history			
New	If this is the first time to submit acceptance form, provide audited financial statements for the past three fiscal years			
New	Provided proof of membership in the Securities Investor Protection Corporation			
New	Provide proof of registration with the Securities and Exchange Commission			
New	Provide proof of membership in a self-regulatory organization such as the National Association of Securities Dealers, the Financial Industry Regulatory Authority or the New York Stock Exchange			
New	Provide proof of state registration			

**COUNCIL LETTER
CITY OF GALESBURG
DECEMBER 20, 2021**

AGENDA ITEM: Annual approval of the City's Financial Policies.

SUMMARY RECOMMENDATION: The City Manager and Director of Finance and Information Systems recommend approval of the updated City's Financial Policies.

BACKGROUND: Each year the City's Financial Policies are reviewed and updated where necessary to take account for changes in Generally Accepted Accounting Principles (GAAP), Government Audit Standards Board (GASB) and the budget process.

The current policies include a definition of the financial reporting entity, measurement focus and basis of accounting, operating revenue policies, operating expense policies, balance sheet policies, budget policies, capital improvement policies, vehicle replacement plan policies, building repair and maintenance plan policies, computer replacement plan policies, debt policies, federal funding in relation to OMB Uniform Guidance, pension policies, risk management policies, economic development fund and GASB 34.

A couple of minor changes are recommended on page 21 and page 22 in updating the section, *Risk Management Policies* and the *Risk Management Fund*, to clarify that the risk management fund also utilizes supplemental insurance.

BUDGET IMPACT: Sound financial policies help to ensure funds are spent and managed in the most cost-effective manner based on the services provided while ensuring the financial records are maintained in accordance with GAAP, Government Auditing Standards and state and federal laws.

SUPPORTING DOCUMENTS:

1. Financial Policies draft version with recommended changes

CITY OF GALESBURG

Illinois, USA



2021

Financial Policies—Red Lined

Finance Department
55 West Tompkins Street
Galesburg, IL 61401
Approved December 20, 2021

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FINANCIAL REPORTING ENTITY

The City of Galesburg (City) is a municipal corporation governed by a mayor and city council, which are elected by the public and have the exclusive responsibility and accountability for the decisions it makes. The City has the statutory authority to adopt its own budget, to levy taxes, and to issue bonded debt without the approval of another government. It has the right to sue and be sued, and has the right to buy, sell, lease, or mortgage property in its own name. The City is bound by Generally Accepted Accounting Principles (GAAP), Government Auditing Standards promulgated by the Governmental Accounting Standards Board (GASB), all applicable state statutes and the Office of Management and Budget (OMB) Uniform Guidance. All financial, reporting, and accounting policies will be reviewed and maintained in accordance with these requirements.

MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND BASIS OF PRESENTATION

The City of Galesburg implemented GASB 34 during fiscal year end March 31, 2002. GASB 34 requires government wide financial statements as well as fund financial statements. While the measurement focus and basis of accounting will remain the same for the fund financial statements, the government-wide statements will be completed using the flow of economic resources measurement focus and the full accrual basis of accounting. The financial policies outlined below are based on fund financial statements.

Fund Financial Statements

The accounts of the City are organized on a basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. A minimum number of funds are maintained consistent with legal and managerial requirements. General fixed assets and long-term liabilities of the City are reported in a separate GASB 34 Fund.

The City has the following funds:

Governmental Funds are used to account for the City's general government operating activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting revenue is recognized when it becomes susceptible to accrual or "measurable and available". Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

Expenditures are recognized when the related fund liability is incurred, except for interest incurred but not yet payable on general long-term debt which is recognized when due, and certain compensated absences which are recognized when the liabilities are expected to be liquidated with available financial resources.

Property and personal property replacement taxes, special assessments, charges for services and interest are susceptible to accrual. Sales taxes collected and held by the state

at year-end on behalf of the City are also recognized as revenue, to the extent they are received within 60 days of the fiscal year end.

Miscellaneous revenue items, which are not susceptible to accrual, are recognized only as they are received in cash.

Entitlements and grants are recognized as revenue at the time of receipt or earlier if susceptible to modified accrual criteria is met. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met and monies have been received during the fiscal year or within 60 days of the fiscal year end.

Governmental fund types include the general fund, special revenue funds, capital projects funds, debt service funds, and permanent funds. The funds are defined as follows:

- **General Fund**
The general fund should be used to account for and report all financial resources not accounted for and reported in another fund.
- **Special Revenue Funds**
Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects. The restricted or committed proceeds of the specific revenue sources should be expected to continue to comprise a substantial portion of the inflows reported in the fund. Other resources, such as investment earnings and transfers from other funds, also may be reported in the fund if those resources are restricted, committed or assigned to the specified purpose of the fund. The City should discontinue reporting a special revenue fund, and instead report the fund's remaining resources in another fund type as the general fund, if the government no longer expects that a substantial port of the inflows will derive from restricted or committed revenue sources.
- **Capital Project Funds**
Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition of construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or for assets that will be held in trust for individuals, private organizations or other governments.
- **Debt Service Funds**
Debt service funds are used to account for and report financial resources that are restricted, committed or assigned to expenditure for principal and interest, even if it is being accumulated for future years' payments. Debt service funds should be used to report resources if legally mandated.
- **Permanent Funds**

Permanent funds should be used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs. Permanent funds do not include private-purpose trust funds, which should be used to report situations in which the government is required to use the principal or earnings for the benefit of individuals, private organizations or other governments.

Proprietary Funds are accounted for using the flow of economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recognized when earned and expenses are recognized at the time the liabilities are incurred.

Fiduciary Funds are used to account for assets held by the City in a trustee capacity or as an agent on behalf of others. The fiduciary funds include trust and agency funds.

OPERATING REVENUE POLICIES

The City will strive to maintain a diversified and stable revenue system to shelter the government from short-term fluctuations in any one-revenue source to ensure its ability to provide ongoing services.

The Finance Department will prepare and maintain both short and long-term revenue projections to be used for development of future projects and service opportunities and to identify future short falls in order to allow for time to develop alternate revenue sources.

Property Tax Revenue

Property taxes are recognized as a receivable at the time they are levied. Property taxes are levied each year on all taxable real property in the city. Property taxes are assessed in December and attach as an enforceable lien on the property as of the proceeding January 1. These taxes become due and collectible in June and September of the following year, and are collected by the county collector, who in turn remits to the City its respective share. The City receives these remittances approximately one month after the collection dates. Property tax revenue needs are addressed using a target rate and in monitoring un-collectable amounts.

Other Tax Revenue

All other tax revenue is recognized when measurable and available. Accounts receivable are adjusted at year-end according to tax amounts received during the fiscal year or relating to that fiscal year and received within 60 days of the fiscal year end.

Restricted Revenues

The City receives and will aggressively pursue many types of restricted funds. These revenues shall be used only for the purposes legally permissible and in a fiscally responsible manner. All federally funded grant revenues will be spent and managed in accordance with Office of Management and Budget (OMB) Uniform Guidance. Acceptance of these types of funds will include a review of matching fund requirements, related operating expenditures, the length of the program and consequential disposition of the program. All grant revenue is recognized when the

actual expenditure financed by the grant is made. Other restricted revenue is recorded when measurable and available.

Fees, Licenses, Permits and other Miscellaneous Items

All fees for licenses, permits, fines, and other miscellaneous charges shall be set to recover related costs and are recognized when measurable and available. These fees shall be reviewed and adjusted accordingly during the annual budget process.

Intergovernmental Assistance

Intergovernmental assistance will be used to finance only those items that are consistent with approved capital improvement plans and/or other approved programs/agreements. Intergovernmental revenue is recognized when measurable and available.

Fees - Enterprise Funds

Enterprise fund fees and rates will be reviewed annually through the budget process. All charges and fees will be set to ensure all costs of providing those services are provided for including related debt obligations and depreciation of property and equipment.

Fees - Internal Service Funds

Internal Service fund fees charged to various City funds and departments will be reviewed annually during the budget process to ensure all costs of providing those services are provided for including related debt obligations and depreciation of property and equipment.

The amounts paid for past claims, the number of employees by department and fund and reserve requirements are some of various factors which may be used as the basis for estimating fees paid to the Risk Management Fund (see Risk Management Policies).

Refund for Use of Recreation Services and/or Facilities

When refunds for the use of recreation facilities or services are permitted and approved by the department head, in order to cover expenses which are incurred in processing the refund, the amount submitted back to the customer will be reduced by 10 percent of the amount collected for the service and/or facility. The refund will be submitted to the customer through ACH and credited to the customer's bank account.

OPERATING EXPENDITURE POLICIES

The City will conduct business by following a sound cash management policy employing a pay-as-you-go basis. All attempts will be made to reduce costs where appropriate. All current operating, maintenance, depreciation, direct and indirect costs will be funded through the use of current revenues. All operating expenditures will be approved by City Council as they become payable. See Fund Balance Policies for acceptable uses of fund balance reserves.

Inventories

Miscellaneous inventories maintained by the City will be recognized as expenditures at the time of consumption rather than at the time of purchase. All items and services received prior to year-end will be recognized during that fiscal year as expenditures.

Payment to Vendors

In order to decrease costs in processing vendor payments, the City will require payments to vendors through ACH or automatic credit to the vendor's checking or savings account. By utilizing ACH, the City can reduce the cost for check stock, avoid the need and costs to reissue lost checks, reduce stop payment fees for lost checks and decrease staff time in the task of bank reconciliation.

Payroll Costs and Compensated Absences

All payroll costs will be based on Council approved salary ordinances, union contracts, and personnel policies. It is the policy of the City to permit employees to accumulate earned but unused vacation and sick leave benefits. Those benefits expected to be liquidated with expendable available financial resources of the governmental funds are reported as expenditures and a fund liability of the fund that will pay it. Amounts not expected to be liquidated with expendable available financial resources are reported in the government-wide GASB 34 Fund. Proprietary funds recognize the expense when the benefits vest and are accrued.

Capital Asset Expenditures/Expenses

All capital asset purchases by governmental funds are accounted for and budgeted as expenditures at the time of their acquisition. Proprietary fund acquisitions are capitalized with depreciation used as the tool to recognize the related expense. All attempts will be made to fund the purchase and maintenance of capital assets with current revenues. Depreciation will be used as a tool to estimate replacement needs for current and future fiscal years. Operating and capital leases and other miscellaneous financing opportunities will be addressed at the time of purchase to ensure the assets are acquired using the most cost-effective method.

Contingency

In order to protect the services provided by the City; a contingency in an amount designated by City Council will be built into the operating budget. This amount is budgeted for purpose of providing for non-recurring unanticipated expenditures. During the budget process, Administration will recommend a budget amount, at the minimum, of one percent of the budgeted revenue amount. Every attempt will be made to keep the contingency to a minimum. This amount is independent of the fund balance reserve amounts and will not be used as such.

Administrative Fee Policy

Enterprise and Internal Service Funds are required, by GAAP, to be self-supporting. The City uses personnel paid for in the General Fund to assist in the administration of the Enterprise Fund activities. Because the General Fund provides this assistance, an administrative fee is charged to the fund to cover these costs. The purpose of the fee is to ensure the funds are self-supporting. The fee will be calculated to reflect a percentage of indirect/direct costs associated in the General Fund. The calculation will be based on the most recent full year completed during the budget process. The indirect/direct cost approach was initially utilized in fiscal year 2012 to determine the administrative fee from the Water Fund to the General Fund. The indirect/direct cost approach

was initially utilized in fiscal year 2013 to determine the administrative fee to the General Fund for the Refuse Fund. Administrative fees are considered a quasi-external transaction for accounting purposes meaning that the transactions are treated as revenues and expenditures if they would have involved organizations external to the government unit and not as transfers.

Contributions to External Agencies

In order to benefit the community and its residents and visitors, the City Council may approve an expenditure to contribute funds and/or resources to an external agency in order to allow that agency to accomplish its goal and/or mission. If an expenditure is approved, prior to releasing the funds and/or resources to the external agency, the agency must provide in writing how the funds/resources will be utilized by the agency. This will allow the City to record the community benefit offered to the community by the agency with the assistance of funds/resources received by the City.

If an external agency is approved to receive funding by the City, the following requirements will need to be addressed by the external agency:

1. Submit an invoice for payment requesting the amount awarded to the agency and a due date which serves as an invoice for audit purposes.
2. Complete
 - a. A W-9 Form
 - b. An External Agency Agreement
3. Submit the invoice, W-9, and External Agency Agreement to the City of Galesburg Administration Office.
4. Include the City of Galesburg, and its logo where possible, as a sponsor on any advertising or promotional items for the event.

BALANCE SHEET POLICIES

Governmental Accounting Standards Board (GASB) Statement No. 54

In February 2009, the GASB issued statement number 54, **Fund Balance Reporting and Governmental Fund Type Definitions**, which requires the City to make certain decision regarding the use of resources and classifications of ending fund balance in order for the annual financial reports (audits) to be in compliance with generally acceptable accounting principles (GAAP). Fiscal year 2011 was the first year the City was required to and implemented GASB 54. The intent of GASB 54 is to improve the usefulness of the amounts reported in ending fund balances on the year-end financial reports by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing government fund type definitions.

With GASB 54, a hierarchy of fund balance classifications has been created. These classifications are based primarily on the extent to which governments are bound by the constraints placed on resources reported in those funds. This approach is intended to provide users more consistent and understandable information about a fund's new resources. Previously, the city reported fund balances that were reserved, designated or unreserved. With the implementation of GASB 54, there are five categories required for ending fund balances:

Nonspendable Fund Balance

- Amounts that cannot be spent due to form that are in either short term or longer term; for example, inventories and prepaid amounts. Also, long-term loan and notes receivables, and property held for resale would be reported here unless the proceeds are restricted, committed or assigned.
- Amounts that must be maintained intact legally or contractually such as principal of a permanent fund.

Restricted Fund Balance The *restricted* fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

- The portion of a Governmental Fund's fund balance that is subject to external enforceable legal purpose restrictions as to what the fund balance can be spent on.

Committed Fund Balance The *committed* fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority.

- Action would be required by the same group to remove or change the constraints placed on the resources.
- Action to constrain the resources must occur prior to yearend; however, the amount can be determined in the subsequent period.

Assigned Fund Balance Amounts in the *assigned* fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed.

- The portion of a Governmental Fund's balance to denote management's intended use of resources
- For all governmental funds other than the general fund, any remaining positive amounts not classified as nonspendable, restricted or committed.
- For the general fund, amounts constrained for the intent to be used for a specific purpose by a governing board or body or official that has been delegated authority to assign amounts. Amount reported as assigned should not result in a deficit in unassigned fund balance.

Unassigned Fund Balance *Unassigned* fund balance is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Governments are required to disclose information about the processes through which constraints are imposed on amounts in the committed and assigned classifications

- Available expendable financial resources in a governmental fund that are not the object of a tentative management plan (i.e., assigned).
- For the general fund, amounts not classified as nonspendable, restricted, committed or assigned. The general fund is the only fund that would report a positive amount in unassigned fund balance.

- For all governmental funds other than the general fund, amount expended in excess of resources that are nonspendable, restricted, committed or assigned (a residual deficit). In determining a residual deficit, no amount should be reported as assigned. Positive unassigned fund balance can only be reported in the General Fund.

Note: In non-governmental funds (e.g., water fund); management may decide to “assign” funds for a specific purpose. This will be done as an internal budgeting procedure rather than as a formal accounting entry.

Order of Spending of Funds

The City will spend the most restricted dollars before less restricted, in the following order:

Restricted
Committed
Assigned
Unassigned

The Director of Finance and Information Systems will determine if a portion of fund balance should be assigned.

General Fund and Park & Recreation Fund Balance Policy

To maintain the City’s ability to provide services during emergencies and unexpected declines in the economy, the City will maintain a General Fund fund balance of 16 weeks, or approximately 30 percent of operating expenses. In 2015, the special revenue fund, Parks and Recreation, was established to record revenues and expenditures for City recreation and park sites. After the initial transfer of funds from the General Fund to the Park and Recreation Fund, the Park and Recreation Fund must maintain, at a minimum, 3 weeks or 5 percent of operating expenditures of the divisions within the fund. The fund balance shall be exclusive of all other reserves and contingencies and shall be reported as unassigned.

The use of these funds shall be limited to emergencies and unexpected declines in the economy. The use of fund balance to cover unexpected declines in the economy will be temporary pending identification of new revenue sources or a reduction of services. Should the balance fall below the minimum fund balance level, a plan will be submitted to City Council for building the fund balance to the appropriate level. Such a plan would include the time frame needed to replenish the fund balance.

The Director of Finance and Information Systems, upon approval by the City Manager, shall annually transfer any General Fund unreserved balance in excess of the required reserve to the Planning Fund which was established in fiscal year 2007. The Planning Fund balance shall be held and utilized for future needs of the City, including capital improvements, economic development; long-range planning or one-time expenditures that do not increase the City’s operating expenses.

Debt Service – Assigning Fund Balance

It is also the policy of the City to assign a portion of Fund Balance in the amount of debt service payments for revenue bonds and/or for general obligation alternate revenue source for governmental debt for the following year. These funds may be assigned in the General Fund, Economic Development Fund or the debt service fund in which the debt will be paid from in the following year.

Water Fund – Operating Cash and Investment Policy

This policy shall apply to the City's Water Fund. The policy shall address the minimum amount of operating cash and investment which shall be set aside for operations. The minimum operating cash and investments shall be 30 percent of the current annual budgeted expenses for the Water Fund.

Cash Reserve

The average amount of expenditures over a 12-month period will be computed annually. At a minimum, 1/12 of the amount will be held as liquid cash through the use of IL Funds or other short-term investments as deemed appropriate. All other cash shall be invested using a sound cash management policy and in accordance with the Council approved investment policy.

Investments

The City shall invest all idle cash 100 percent of the time in accordance with the Council approved investment policy. In accordance with GASB, all investments will be reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Mortgages are valued on the basis of future principal and interest payments and are discounted at prevailing interest rates for similar instruments. Investments that do not have an established market are reported at estimated fair value.

Inventories

Inventories are valued at cost using the first in first out (FIFO) method. The costs of governmental fund type inventories are recorded as expenditures when consumed rather than when purchased.

Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, bridges, sidewalks and similar items), are reported in the applicable governmental or business-type columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost in excess of the following and an estimated useful life in excess of five years.

Asset Class	Capitalization Threshold
Land	\$ -
Building & Land Improvements, Infrastructure	50,000
Intangible Assets	50,000
Vehicles, Machinery, Furniture & Equipment	25,000
Works of Art, Historical Artifacts	25,000

Capital assets purchased by governmental funds are accounted for as expenditures of the funds at the time of their acquisition and are then capitalized at cost in the government-wide financial statements. Donated assets in the governmental and enterprise funds are capitalized at the estimated fair value at the date of the donation. Depreciation is computed by the straight-line method over the estimated useful lives of the respective government and enterprise fund assets. Sales of capital assets are recognized as revenue at the time of the sale. Interest costs incurred before the end of a construction period of a capital asset will not be capitalized and will be recognized as an expenditure or expense in the period in which the cost is incurred. Infrastructure assets are capitalized in the government-wide financial statements. The cost of normal maintenance and repairs, including street overlays, that do not add to the value of the asset or materially extend the assets' lives are not capitalized.

The estimated useful lives of each fixed asset types are as follows:

Description	Years
Land Improvements	10-50
Buildings & Improvements	8-50
Machinery & Equipment	3-30
Streets & Roads	20-40
Brick Streets	50
Water Mains	100
Bridges	60
Asphalt Sidewalk	25
Brick Sidewalk	50
Concrete Sidewalk	40
Traffic Signals	40
Metal Street Lighting	20
Concrete Street Lighting	60
Dams	70

See Capital Improvement Policies for further information relating to property and equipment.

Due To/Due From

Due to/Due from: A separate due to and due from account will be maintained where necessary. The balances of these accounts will be addressed on a consistent basis with the balances paid off where appropriate.

BUDGET POLICIES

The City's annual budget is adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All appropriations lapse at fiscal yearend.

Development of the annual budget begins in April and follows the municipal budget system as defined by State Statutes. The municipal budget system is a well-rounded comprehensive approach to budgeting. The State Statutes require the budget to be completed in a financially sound manner and in conformity with a chart of accounts. The budget is prepared by fund, function, department and division. For example, fund (General); function (public safety); department (police); division (communications and records).

A one-year balanced budget is prepared annually and formally adopted by City Council. The budget process includes an update of capital improvement plans, an update of the City's financial policies, strategic planning sessions and public hearings.

Department Heads manage their departmental budgets on a division level and in a fiscally responsible manner. During the financial and annual audit review of the financial reports for the divisions, the review is at the division level budget as a whole and not at the account number or line item level of the division budget. Budget to actual performance is reviewed and measured at both the department and division level by the Director of Finance. When a division is over budget as a whole, City Council will approve all needed budget adjustments for the specific division.

Encumbrance accounting is employed in all funds. Encumbrances at year-end are closed and where necessary presented to City Council during the subsequent budget year as a budget adjustment.

CAPITAL IMPROVEMENT POLICIES

Capital improvement plans shall be updated annually and incorporated into the budget. The capital improvement plans are planning documents and do not authorize or fund projects.

Capital projects will be prioritized according to the following guidelines:

1. The extent to which the project addresses a health or safety need.
2. The extent to which the project accomplishes essential preventative maintenance.
3. The extent to which the project utilizes matching funds.
4. The extent to which the project achieves a beneficial cost/benefit ratio.
5. The extent to which the project enhances development opportunities.
6. The extent to which the project addresses a critical community recreational need.

Replacement of capital outlay items shall be timed at fairly stable intervals so as not to spend excessively in one year and restrictively in the next.

Standards of maintenance to adequately protect the City's capital investments shall be developed and periodically updated. The annual budget will be prepared to meet established maintenance schedules.

VEHICLE REPLACEMENT PROGRAM

The purpose of the Vehicle Replacement Program is to plan for and provide the means for the replacement of all City owned vehicles and equipment.

Contributions

Those departments and divisions who use the vehicles and equipment included in the Vehicle Replacement Fund will make contributions.

Contributions will be calculated during the budget season by the Finance Department staff. The contribution amounts will be communicated to Department Heads for inclusion in their budget requests.

Contributions will be calculated using a straight-line method based on the remaining estimated useful life of the fleet and the estimated replacement cost of the fleet.

Interest Allocations

Interest earned in the Vehicle Replacement Program will be allocated at the end of each fiscal year based on the division's cumulative contributions.

Estimated Useful Lives

The estimated useful lives used for equipment and vehicles will be standardized where appropriate. Estimated useful lives may be increased if the equipment continues to be reliable and cost effective to own or decreased if the cost of maintaining the equipment becomes prohibitive. These changes should be requested in the form of a recommendation to the Director of Finance based on the expertise of the Garage Superintendent and the approval of the Department Head responsible for the equipment or vehicle. Changes to the useful lives on the specific equipment will be noted during the budget process.

Estimated Replacement Costs

The replacement costs of the fleet will be based on cost and value factors related to the equipment. During the budget process, equipment values will be reviewed and, when appropriate, updated replacement costs will be based on the City's experience with recent purchases, and/or vendor information, and/or current trending replacement costs.

Replacement of Equipment & Vehicles

The entire City fleet will be standardized as much as is reasonable. Standard specifications will be developed and maintained by the Garage Superintendent. The replacement of equipment and vehicles will be made based on like unit for like unit.

Department and division input will be considered during the budgeting process. Any change in the type of vehicle and/or equipment that results in an increase in the replacement cost of the equipment will require approval by the Department Head, Director of Finance and ultimately City Council through their approval of the Vehicle Replacement Fund budget. All changes should be requested during the budget process to ensure proper contribution amounts are budgeted.

All equipment and vehicles purchased will be bid based on the bid guidelines established in City Ordinances. The following items will be considered during the development of the specifications for the bid process: lease versus purchase, optimum replacement point and the trade value of equipment or vehicles handed down to other departments.

Pool Car

For purposes of minimizing liability and travel expenditures a pool car will be kept and maintained by the Central Garage. City employees will be asked to use the car, when it is available, for all travel outside City limits. Use of the car will be scheduled by the Central Garage and will be scheduled on a first come first serve basis. Out of town travel will be given priority over those that need the car for in town travel. Each division will be charged for miles used based on the effective IRS rate paid.

Documentation

The Finance Department will maintain documentation of actual contributions made during the prior and current fiscal years.

BUILDING REPAIR & MAINTENANCE PROGRAM

The purpose of the Building Repair & Maintenance Program is to plan and prepare for future capital improvements to City owned buildings.

Contributions

Contributions will be made by the departments and divisions who are responsible for maintaining city owned buildings.

Contributions will be calculated during the budget season by the Finance Department staff. The contribution amounts will be communicated to Department Heads for inclusion in their budget requests.

Contributions will be calculated using a straight-line method based on the remaining estimated useful life of the capital improvement.

Interest Allocations

Interest earned in the Building Repair and Maintenance Program will be allocated at the end of each fiscal year based on the division's cumulative contributions.

Estimated Useful Lives

The estimated useful lives used for capital improvements will be standardized where appropriate. Estimated useful lives may be increased if the structure or system is in good or acceptable condition or decreased if the cost of maintaining the structure or system becomes prohibitive. These changes will be requested in the form of a recommendation to the Director of Finance based on the expertise of the Purchasing Agent and the approval of the Department Head responsible for the structure or system. Changes to the useful lives will be noted during the budget process.

Estimated Replacement Costs

The replacement costs of the improvements will be based on cost and value factors related to the improvements. During the budget process, improvement costs will be reviewed and, when appropriate, updated replacement costs will be based on vendor information and/or current trending replacement costs.

Department and division input will be considered during the budgeting process. Any change in the type of improvement that results in an increase in the replacement cost of the improvement will require approval by the Department Head, Director of Finance and ultimately City Council through their approval of the budget. All changes should be requested during the budget process to ensure proper contribution amounts are budgeted.

All improvements will be bid based on the bid guidelines established by City Ordinances.

Documentation

The Finance Department will maintain documentation of actual contributions made during the prior and current fiscal years.

COMPUTER REPLACEMENT PROGRAM

The purpose of the Computer Replacement Program is to plan and provide for the replacement of computer hardware and software.

Contributions

Contributions will be made by the departments and divisions who use the computer hardware and software.

Contributions will be calculated prior to budget season by the Finance Department staff. The contribution amounts will be communicated to Department Heads for inclusion in their budget requests.

Contributions will be calculated using a straight-line method based on the remaining estimated useful life of the capital improvement.

Interest Allocations

Interest earned in the Computer Replacement Program will be allocated at the end of each fiscal year based on the division's cumulative contributions.

Estimated Useful Lives

The estimated useful lives used for computer hardware and software will be standardized where appropriate.

Estimated useful lives may be increased if the equipment or software continues to be reliable and cost effective to own or decreased if the cost of maintaining the equipment or software becomes prohibitive. These changes will be requested in the form of a recommendation to the Director of

Finance based on the expertise of the Network Administrator and the approval of the Department Head responsible for the computer equipment and software. Changes to the useful lives will be noted during the budget process.

Estimated Replacement Costs

The replacement costs of the equipment will be based on cost and value factors related to the equipment. During the budget process, equipment will be reviewed and, when appropriate, updated replacement costs will be based on vendor information and/or current trending replacement costs

Department and division input will be considered during the budgeting process. Any change in the type of computer hardware or software that results in an increase in the replacement cost of the hardware or software will require approval by the Department Head, Director of Finance and ultimately City Council through their approval of the budget. All changes should be requested during the budget process to ensure proper contribution amounts are budgeted.

All improvements will be bid based on the bid guidelines established by City Ordinances.

Documentation

The Finance Department will maintain documentation of actual contributions made during the prior and current fiscal years.

DEBT POLICIES

The City of Galesburg shall use long-term debt for capital projects that cannot be financed using current revenues within the Revenue Policy guidelines.

Debt financing shall generally be limited to one-time capital improvement projects and only under the following circumstances:

1. The project's useful life will exceed the term of the financing.
2. The project's revenue or specific resources will be sufficient to service the debt.
3. The project will benefit the citizens of Galesburg.
4. Debt financing shall not be appropriate for any recurring purpose.

Tax anticipation debt will be retired annually, and bond anticipation notes will be retired within six months of the completion of the project.

Refunding bonds may be authorized by the City Council provided such refunding does not result in an increase in the interest rate and does result in a savings over the life of the bonds.

The City shall maintain good communications with bond rating agencies about its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus.

A debt analysis will be maintained annually by the Director of Finance and will encompass all debt of the City including but not limited to:

1. The source of funding for all City debt.
2. Current and future debt capacity analysis.
3. A contingency debt plan should any of the funding sources become unavailable in the foreseeable future.
4. Compliance with all City debt policies and covenants.

Notification of Reportable Events

On August 20, 2018, the Securities and Exchange Commission (SEC) amended Rule 15c2-12. Based on the rule, there are sixteen reportable events for which an issuer must provide notice to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access (EMMA) website. In a timely manner, not in excess of ten business days after the occurrence of the event, notice of any of the following events will be required for:

- 1) Principal and interest payment delinquencies
- 2) Non-payment related defaults, if material
- 3) Unscheduled draws on debt service reserves reflecting financial difficulties
- 4) Unscheduled draws on credit enhancements reflecting financial difficulties
- 5) Substitution of credit or liquidity providers, or their failure to perform
- 6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security
- 7) Modifications to rights of security holders, if material
- 8) Bond calls, if material, and tender offers
- 9) Defeasances
- 10) Release, substitution, or sale of property security repayment of the securities, if material
- 11) Rating changes
- 12) Bankruptcy, insolvency, receivership, or similar event of the organization
- 13) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material
- 14) Appointment of a successor or additional trustee or the change of name of a trustee, if material
- 15) For new bond issues, as of February 27, 2019, incurrence of a financial obligation of the obligated person, if material, or agreements to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; and
- 16) For new bond issues, as of February 27, 2019, default, event of acceleration, termination event, modification of terms, or other similar events, under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

The following table provides continuing disclosure undertaking requirements for different types of issuance scenarios.

New Issuance Is	Continuing Disclosure	Notes
Sold directly to bank	No	Generally
Less than \$1M	No	
At least \$1M and issuer has < \$10M of debt	Yes	<ul style="list-style-type: none"> • Audited financial statements • Reportable events
At least \$1M and issuer has > \$10M of debt	Yes	<ul style="list-style-type: none"> • Annual financial report • Audited financial statements • Reportable events

Revenue Bonds

New revenues sources should not be pledged towards a bond issue until there is a historical trend that establishes the credit worthiness of the revenue stream.

The City will increase any related rate in order to attain the revenue necessary to achieve the required coverage ratio specified in the related revenue bond ordinance.

General Obligation Refunding Bonds, Series 2011C (Prior Taxable General Obligation Bonds, Series 2003)

Per Resolution 03-2007, approved March 3, 2003, the funds derived from the one-quarter percent (.25%) increase in the home rule tax approved on March 3, 2003, shall be used for the payment of debt service on the general obligation bonds for the Galesburg Business Park located between the city of Galesburg and the city of Knoxville.

On September 6, 2011, City Council approved the issuance of the Taxable General Obligation Refunding Bonds, Series 2011C, which refunded the Taxable General Obligation Series 2003 Bonds. The one-quarter percent increase in the home rule tax, approved in March 2003, will be utilized for the payment of the debt service on the general obligation bonds for the Galesburg Business Park located between the City of Galesburg and the City of Knoxville.

FEDERAL FUNDING – OMB UNIFORM GUIDANCE

Implementation of OMB Uniform Guidance

In December 2013, the US Office of Management and Budget (OMB) issued comprehensive grant reform rules titled “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.” With the issuance, important updates were made to specific areas of Uniform Guidance. Procurement is one of the areas that had significant changes. All 2016 and later single audits will be performed only under the Uniform Guidance requirements.

OMB Uniform Guidance Documentation

The Purchasing Agent will have documented procurement procedures that will reflect federal law, Uniform Guidance standards and any state regulations. The department receiving federal funds

will follow the procurement steps and activities required to be completed when using federal funds with the oversight of the Purchasing Agent. The procurement steps will be documented and all documentation applicable to the procurement and to following the procurement steps shall be provided to the Purchasing Agent. This includes requests for federal funding, correspondence for notice of award and formal agreements. The Purchasing Agent will work with the department in determining the basis for the type of procurement, contract type, and the basis for the contractor selection and price.

Use of Federal Funds and Oversight of Federal Funding Projects

The City department and divisions will focus on the most economical solution during the procurement process and must avoid using federal funds for the acquisition of unnecessary items. The departments and divisions are encouraged to consider the use of shared services and intergovernmental agreements to foster greater economy and efficiency. The division or department that is the recipient of the federal awards must maintain an appropriate level of oversight to ensure that contractors perform in accordance with the terms of their contract. The City departments and divisions should work closely with the Purchasing Agent to ensure compliance is met.

PENSION POLICIES

In 2012, The GASB approved two standards that substantially improves the accounting and financial report of public employee pensions by state and local governments. Statement No. 67, *Financial Reporting for Pension Plans*, revised and established new financial reporting requirements for most governments that provide their employees with pension benefits.

The new standards improved the way state and local governments report their pension liabilities and expenses, resulting in a more faithful representation of the full impact of these obligations. Other improvements include net pension liabilities will be reported on the balance sheet, providing citizens and other users of financial reports with a clearer picture of the size and nature of the financial obligations to current and former employees for past services rendered.

Pension plans are distinguished for financial reporting purposes in two ways. First, plans are classified by whether the income or other benefits that the employee will receive at or after separation from employment are defined by the benefit terms (a defined benefit plan) or whether the pensions an employee will receive will depend only on the contributions to the employee's account, actual earnings on investments of those contributions, and other factors (a defined contribution plan).

In addition, defined benefit plans are classified based on the number of governments participating in a particular pension plan and whether assets and obligations are shared among the participating governments. Categories include plans where only one employer participates (single employer); plans in which assets are pooled for investment purposes, but each employer's share of the pooled assets is legally available to pay the benefits of only its employees (agent employer); and plans in which participating employers pool or share obligations to provide pensions to their employees

and plan assets can be used to pay the benefits of employees of any participating employer (cost-sharing employer).

Pension Funding Policies

The City should have a pension funding policy that is based upon an actuarially determined annual required contribution (ARC), and that meets the following five policy objectives in an integrated way. The City will need to strike a balance between competing objectives and determine the most appropriate time frame in which to meet its goals.

- **Actuarially Determined Contributions.** A pension funding plan should be based upon an actuarially determined annual required contribution (ARC) that incorporates both the cost of benefits in the current year and the amortization of the plan's unfunded actuarial accrued liability. State statute requires that the City's Police and Fire pension funds to be fully funded by 2033. In order to achieve this level of funding by the desired date, the City will commit to funding the pension funds, at a minimum, at or between the State actuarial level and the actuarial firm's recommended amount.
- **Funding Discipline.** The City will make a commitment to make timely, actuarially determined contributions to the retirement system to ensure that sufficient assets are available for all current and future retirees. Unless another source of funding is available, funding will be derived from the property tax levy specifically dedicated for the purpose of funding the pensions. When the designated property tax or, if applicable, another other source of revenue is received by the City, the funds will be transferred in a timely manner to the corresponding pension funds.
- **Intergenerational equity.** Annual contributions should be reasonably related to the expected and actual cost of each year of service so that the cost of employee benefits is paid by the generation of taxpayers who receives services from those employees.
- **Contributions as a stable percentage of payroll.** Contributions should be managed so that the City's costs remain consistent as a percentage of payroll over time.
- **Accountability and transparency.** Clear reporting of pension funding should include an assessment of whether, how, and when the plan sponsor will ensure sufficient assets are available for all current and future retirees.

RISK MANAGEMENT POLICIES

The City is exposed to various risks related to torts, theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the City is self-insured and carries supplemental commercial insurance. To provide essential and effective protection against catastrophic loss, the City maintains an internal service fund, the Risk Management Fund, for self-insurance.

Benefit Policy on Military Duty

Federal and State laws require the City to continue to provide health insurance coverage to an employee for the duration of his active military service under the same terms and conditions as applied while an active employee of the City.

Risk Management Fund

The Risk Management Fund will account for general liability, property, worker's compensation insurance, and unemployment claims. Each year, an analysis will be completed by the City Attorney/Administrative Services Director regarding the status of the ~~self-insurance plans~~funds and fees charged to participating divisions. The City will strive to accumulate retained earnings to serve as a reserve base on recommendations made by the City Attorney/Administrative Services Director or third-party administrators. This amount will be computed during the annual budget process. A reserve of retained earnings is deemed necessary to protect the City from catastrophic events. A contingent liability will be recognized and maintained on the books for claims incurred but not paid. The liability will be based on past claim history and information provided by the City Attorney/Administrative Services Director or third-party administrators.

ECONOMIC DEVELOPMENT FUND

On March 3, 2003, the City Council approved to increase the Home Rule Municipal Retailers Occupation Tax and the Home Rule Municipal Service Occupation Tax (together commonly referred to as the sales tax), from three-quarter percent (.75%) to one percent (1.00%), in order to provide funding for the purpose of promoting economic development.

The funds derived from the one-quarter percent (.25%) increase in the city sales tax will be used for purposes of promoting economic development within the city of Galesburg and in areas in close proximity to the city of Galesburg, including, but not limited to the payment of debt service on the general obligation bonds issued for the Galesburg Business Park located between the city of Galesburg and the city of Knoxville. Given the direction of Council to utilize the one-quarter percent sales tax for payment of the Series 2011C general obligation bonds, the Economic Development Fund will have on reserve the value of one year's debt payment to ensure sufficient funds will be available when needed for the following year principal and interest bond payments.

GASB 34

In June 1999, the GASB issued **GASB 34 – Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments**. This project significantly changed the accounting and financial reporting for the City of Galesburg.

The most significant changes included in GASB 34 are:

- Government-wide reporting – In addition to reporting at the fund level, the City is required to consolidate the financial information for the City as a whole and present City-wide financial statements. This type of consolidation is required for private entity financial reporting and includes booking depreciation and eliminating entries for internal type

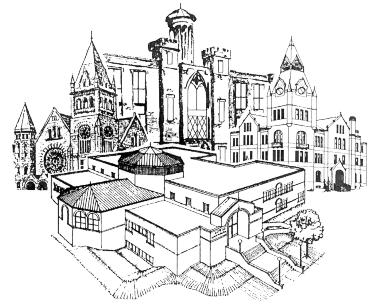
transactions. This change in effect requires closing the books twice using two different basis' of accounting.

- Infrastructure reporting – All capital assets, including general infrastructure assets, is capitalized in the financial statements at their historical cost or estimated historical cost. This rule applied retroactively to assets that were acquired in fiscal years beginning after June 15, 1980. In addition to recording all capital assets, the City is required to record depreciation on all capital assets subject to depreciation including infrastructure assets.
- Major Fund focus – In the past, reporting at fund level was completed based on the type of fund (governmental, enterprise, agency). GASB 34 requires entities to report major funds rather than by fund type. Those funds that do not qualify as major are consolidated and presented as “others”. This significantly affects how budgetary information is presented in the financial statements.
- New focus for governmental activities – Traditionally, the focus was on changes in current spendable resources; the new entity wide statements focuses on changes in total resources or net assets. Net Assets is the new term for Fund Balance at the entity-wide level. The accounting equation used to be Assets = Liability + Equity. The new equation is Assets – Liabilities = Net Assets.
- Management’s Discussion & Analysis (MD&A) – GASB 34 requires each organization to provide a narrative that gives an overview and addresses and analyzes the financial activities of the City. This area of the report is considered “required supplementary information” but not included within the scope of the audit.
- Fiduciary Fund Changes – These changes included limitations on the use of the fund type, elimination of Expendable Trust Funds and creation of Permanent Funds.
- Elimination of contributed capital amounts and account groups at the government-wide level.
- Cash Flow Statement Reporting – GASB 34 requires the direct method of reporting cash flows. Historically governments have used the indirect method, which is a reconciliation of changes in balance sheet account amounts. The direct method on the other hand, reconciles net income to cash.

The required implementation date was dependent upon the dollar amount received in revenues during a specific time frame. The City of Galesburg is a tier 2 municipality and therefore was required to implement GASB 34 by fiscal year ending 3/31/2004. Administration implemented the new GASB one year early or fiscal year ending 3/31/2003. Administration took a proactive approach to implementing GASB 34 and completed the implementation in-house rather than using consultants and other third parties.

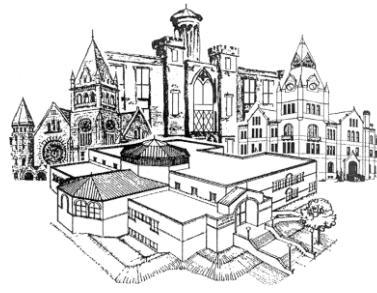
CITY OF GALESBURG

Illinois, USA



Calendar for Fiscal Year 2022

City Clerk's Office
55 West Tompkins Street
Galesburg, IL 61401



CITY OF GALESBURG, IL

2022 Public Meeting Calendar

Date	Time	Commission	Location
January 3, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
January 4, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
January 4, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
January 6, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
January 6, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
January 10, 2022	4:00 PM	Tree Commission	Erickson Conference Room
January 11, 2022	* 5:30 PM	Planning & Zoning Commission	Council Chambers
January 13, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
January 13, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
January 13, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
January 18, 2022	* 5:30 PM	City Council and Township Trustees	Council Chambers
January 25, 2022	9:00 AM	Police Pension Board of Trustees	Erickson Conference Room
February 1, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
February 1, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
February 3, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
February 3, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
February 7, 2022	10:30 AM	Fire Pension Board of Trustees	Erickson Conference Room
February 7, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
February 10, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
February 10, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
February 10, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
February 14, 2022	4:00 PM	Tree Commission	Erickson Conference Room
February 15, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
February 17, 2022	9:00 AM	Galesburg/Knox Emergency Telephone Systems Board	Police Chief's Office
February 21, 2022	10:00 AM	Fire & Police Commission	Erickson Conference Room
February 21, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
February 28, 2022	6:00 PM	2% Foreign Fire Board	Central Fire Station
March 1, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
March 1, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
March 3, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
March 3, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
March 7, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
March 10, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
March 10, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
March 10, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
March 14, 2022	4:00 PM	Tree Commission	Erickson Conference Room
March 21, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
March 22, 2022	4:00 PM	Golf Advisory Commission	Erickson Conference Room

Date	Time	Commission	Location
March 22, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
April 4, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
April 5, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
April 5, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
April 7, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
April 7, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
April 11, 2022	4:00 PM	Tree Commission	Erickson Conference Room
April 12, 2022	6:00 PM	Annual Town Meeting	Town Hall, 121 West Tompkins Street
April 14, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
April 14, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
April 14, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
April 18, 2022	10:00 AM	Fire & Police Commission	Erickson Conference Room
April 18, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
April 19, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
April 21, 2022	9:00 AM	Galesburg/Knox Emergency Telephone Systems Board	Police Chief's Office
April 25, 2022	6:00 PM	2% Foreign Fire Board	Central Fire Station
April 26, 2022	9:00 AM	Police Pension Board of Trustees	Erickson Conference Room
April 26, 2022	2:00 PM	Local Emergency Planning Committee	Erickson Conference Room
April 26, 2022	4:00 PM	Golf Advisory Commission	Erickson Conference Room
May 2, 2022	10:30 AM	Fire Pension Board of Trustees	Erickson Conference Room
May 2, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
May 3, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
May 3, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
May 5, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
May 5, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
May 9, 2022	4:00 PM	Tree Commission	Erickson Conference Room
May 12, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
May 12, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
May 12, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
May 16, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
May 24, 2022	4:00 PM	Golf Advisory Commission	Erickson Conference Room
May 24, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
June 2, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
June 2, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
June 6, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
June 7, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
June 7, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
June 9, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
June 9, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
June 9, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
June 13, 2022	4:00 PM	Tree Commission	Erickson Conference Room
June 16, 2022	9:00 AM	Galesburg/Knox Emergency Telephone Systems Board	Police Chief's Office
June 20, 2022	10:00 AM	Fire & Police Commission	Erickson Conference Room
June 20, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
June 21, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
June 27, 2022	6:00 PM	2% Foreign Fire Board	Central Fire Station
June 28, 2022	4:00 PM	Golf Advisory Commission	Erickson Conference Room
July 5, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
July 5, 2022	* 5:30 PM	City Council and Township Trustees	Council Chambers
July 6, 2022	* 5:30 PM	Landmark Commission	Erickson Conference Room
July 7, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street

Date	Time	Commission	Location
July 7, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
July 11, 2022	4:00 PM	Tree Commission	Erickson Conference Room
July 14, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
July 14, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
July 14, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
July 18, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
July 19, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
July 26, 2022	9:00 AM	Police Pension Board of Trustees	Erickson Conference Room
July 26, 2022	4:00 PM	Golf Advisory Commission	Erickson Conference Room
August 1, 2022	10:30 AM	Fire Pension Board of Trustees	Erickson Conference Room
August 1, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
August 2, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
August 2, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
August 4, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
August 4, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
August 8, 2022	4:00 PM	Tree Commission	Erickson Conference Room
August 11, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
August 11, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
August 11, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
August 15, 2022	10:00 AM	Fire & Police Commission	Erickson Conference Room
August 15, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
August 18, 2022	9:00 AM	Galesburg/Knox Emergency Telephone Systems Board	Police Chief's Office
August 22, 2022	6:00 PM	2% Foreign Fire Board	Central Fire Station
August 23, 2022	4:00 PM	Golf Advisory Commission	Erickson Conference Room
August 23, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
September 1, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
September 1, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
September 6, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
September 6, 2022	* 5:30 PM	City Council and Township Trustees	Council Chambers
September 7, 2022	* 5:30 PM	Landmark Commission	Erickson Conference Room
September 8, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
September 8, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
September 8, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
September 12, 2022	4:00 PM	Tree Commission	Erickson Conference Room
September 19, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
September 20, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
September 27, 2022	4:00 PM	Golf Advisory Commission	Erickson Conference Room
October 3, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
October 4, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
October 4, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
October 6, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
October 6, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
October 10, 2022	4:00 PM	Tree Commission	Erickson Conference Room
October 13, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
October 13, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
October 13, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
October 17, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
October 17, 2022	10:00 AM	Fire & Police Commission	Erickson Conference Room
October 18, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
October 20, 2022	9:00 AM	Galesburg/Knox Emergency Telephone Systems Board	Police Chief's Office
October 24, 2022	6:00 PM	2% Foreign Fire Board	Central Fire Station

Date	Time	Commission	Location
October 25, 2022	9:00 AM	Police Pension Board of Trustees	Erickson Conference Room
October 25, 2022	2:00 PM	Local Emergency Planning Committee	Erickson Conference Room
October 25, 2022	4:00 PM	Golf Advisory Commission	Erickson Conference Room
November 1, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
November 1, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
November 3, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
November 3, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
November 7, 2022	10:30 AM	Fire Pension Board of Trustees	Erickson Conference Room
November 7, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
November 10, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
November 10, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
November 10, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
November 14, 2022	4:00 PM	Tree Commission	Erickson Conference Room
November 15, 2022	* 5:30 PM	Planning & Zoning Commission	Council Chambers
November 21, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
November 22, 2022	4:00 PM	Golf Advisory Commission	Erickson Conference Room
December 1, 2022	4:30 PM	Library Board	Public Library, 40 East Simmons Street
December 1, 2022	6:00 PM	Community Relations Commission	Erickson Conference Room
December 5, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
December 6, 2022	9:30 AM	Façade Advisory Committee	Erickson Conference Room
December 6, 2022	5:30 PM	Landmark Commission	Erickson Conference Room
December 8, 2022	1:00 PM	Public Transportation Advisory Commission	Transit Maintenance Facility
December 8, 2022	4:30 PM	Galesburg Youth Commission	Erickson Conference Room
December 8, 2022	5:30 PM	Overall Code Review Commission	Erickson Conference Room
December 12, 2022	4:00 PM	Tree Commission	Erickson Conference Room
December 15, 2022	9:00 AM	Galesburg/Knox Emergency Telephone Systems Board	Police Chief's Office
December 19, 2022	10:00 AM	Fire & Police Commission	Erickson Conference Room
December 19, 2022	5:30 PM	City Council and Township Trustees	Council Chambers
December 20, 2022	5:30 PM	Planning & Zoning Commission	Council Chambers
December 26, 2022	6:00 PM	2% Foreign Fire Board	Central Fire Station

CITY OF GALESBURG

CALENDAR FOR FISCAL YEAR 2022

MEETING DAYS OF COUNCIL, COMMITTEES AND COMMISSIONS

1 st and 3 rd Monday	City Council, 5:30 p.m., Council Chambers, 55 West Tompkins Street
1 st Monday	Fire Pension Board of Trustees, 10:30 a.m., Erickson Conference Room, meets February, May, August and November
1 st Tuesday	Façade Advisory Committee, 9:30 a.m., Erickson Conference Room
1 st Tuesday	Landmark Commission, 5:30 p.m., Erickson Conference Room
1 st Thursday	Library Board, 4:30 p.m., Public Library, 40 East Simmons Street
1 st Thursday	Community Relations Commission, 6:00 p.m., Erickson Conference Room
2 nd Monday	Tree Commission, 4:00 p.m., Erickson Conference Room
2 nd Thursday	Public Transportation Advisory Commission, 1:00 p.m., Transit Maintenance Facility
2 nd Thursday	Galesburg Youth Commission, 4:30 p.m., Erickson Conference Room
2 nd Thursday	Overall Code Review Commission, 5:30 p.m., Erickson Conference Room
3 rd Monday	Fire and Police Commission, 10:00 a.m., Erickson Conference Room, bi-monthly
3 rd Thursday	Business District Development & Redevelopment, 8:30 a.m., Erickson Conference Room
3 rd Thursday	Galesburg/Knox Emergency Telephone Systems Board, 9:00 a.m., Police Chief's Office, bi-monthly
4 th Monday	2% Foreign Fire Board, 6:00 p.m., Central Fire Station, bi-monthly
4 th Tuesday	Golf Advisory Commission, 4:00 p.m., Erickson Conference Room, with no meetings in December, January and February
4 th Tuesday	Local Emergency Planning Committee, 2:00 p.m., Erickson Conference Room Bi-annually April and October
2 nd to Last Tuesday	Planning & Zoning Commission, 5:30 p.m., Council Chambers
Last Tuesday	Police Pension Board of Trustees, 9:00 a.m., Erickson Conference Room, meets January, April, July and October

HOLIDAYS OBSERVED BY THE CITY

NEW YEAR'S DAY	LABOR DAY
MARTIN LUTHER KING BIRTHDAY	VETERANS DAY
GOOD FRIDAY	THANKSGIVING AND DAY AFTER
FEDERAL MEMORIAL DAY	CHRISTMAS EVE
INDEPENDENCE DAY	CHRISTMAS DAY

CITY OF GALESBURG

City Clerk Memo

Operating Under Council – Manager Government Since 1957

TO: City Council

FROM: Mayor Peter Schwartzman

DATE: December 20, 2021

SUBJECT: Commission Appointments

COMMISSION**TERM EXPIRES****Youth Commission**

Jennifer Foubert	December 2022
Kwame Shabazz	December 2022
Courtney Wallace	December 2022
Mia Haneghan, Student	December 2022
Eciel Burns, Student	December 2022
Chantiara Jackson, Student	December 2022
Joy Basosa-Nzumba, Student	December 2022
Precious Dortch, Student	December 2022

Tree Commission

Daniel Leahy	June 2022
Bill Sime	June 2023
Daniel Thompson	June 2022
Ann Pennington	June 2024

Planning & Zoning

Ardennia Leahy	June 2023
Amy Tropp	June 2024
Viola Jowers	June 2025

Board and Commission Member Volunteer Form form: Board and Commission Member Volunteer Form

1 message

galesburg <kbennewi@ci.galesburg.il.us>

Fri, Aug 13, 2021 at 3:52 PM

To: "kbennewi@ci.galesburg.il.us, egillen@ci.galesburg.il.us" <kbennewi@ci.galesburg.il.us>

Date: 08/13/2021

First Name: Jennifer

Middle Initial:

Last Name

Address: [REDACTED]

City, State [REDACTED] burg

Phone 1: [REDACTED]

Phone

e-Mail: [REDACTED]

Board/Commission List: Youth Commission

Reasons for interest:: I am interested in assisting the city as it strengthens and improves the ways it serves Galesburg youth. I am heartened by recent conversation on the city council related to redefining the role of the Youth Commission (specifically to go beyond "youth crime"), and increasing the representation of youth voice in city leadership.

Number of years as Galesburg resident:: 4

Name employer:: Knox College

Employer address::

How long employed there:: 4 years

List education:: PhD in Curriculum & Instruction (emphasis in multicultural education), minor in Educational Policy Studies

MEd in Curriculum & Instruction (emphasis in multicultural education)

BS in Special Education

Teaching License in K-21 special education, K-8 general education

List hobbies:: hiking

jogging, walking

reading

playing with my child

gardening

List other interests:: racial justice, in particular as it relates to K-12 education and public schooling

Additional information:: I am the parent of a school-aged child in Galesburg District 205

Qualifications for particular board or commission:: In addition to my relevant education, I have nearly 20 years of work experience with youth and families, and/or teaching preservice teachers:

- former elementary school teacher; I taught K-5 special education and Kindergarten in Seattle Public Schools
- I have worked as coordinator for a head start preschool program in Seattle
- I have taught many teacher education courses at UW-Madison and Knox College
- my research is focused on family-school partnerships and racial justice
- invited participant in District 205 Equity Leadership Team, principal's cabinet at Silas Willard

I also have experience working collaboratively on councils, task forces, and leadership groups

City Boards and Commissions1 message

noreply@revize.com <noreply@revize.com>

Sun, Oct 10, 2021 at 1:14 PM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Cc: ewelch@ci.galesburg.il.us

Date = 2021-10-10

First-Name = Brother

Middle =

Last-Name

Address = [REDACTED].

City-State- alesburg, Illinois 61401

Phone-1 = [REDACTED]

Phone-2

Email = [REDACTED]

Board--Commission[] = Library Board

Board--Commission[] = Youth Commission

Reasons-for-interest = I would like to help create opportunities for youth in Galesburg. I'm also an independent researcher so I am keenly interested ensuring that the Galesburg library is vibrant and utilized by more Galesburgians

Years-as-Resident = 6

Employer-Name = unemployed

Employer-Address =

How-Long-Employed =

Education = MA anthropology Harvard University

BA anthropology & African American Studies UCLA

Hobbies = reading

Interests =

Additional-Information =

Qualifications = I have been a college lecture since 2010. In that capacity I have advised hundreds of undergraduates.

Ethnic-Origin[] = Black or African American

Gender[] = M

Birthdate = [REDACTED]

Client IP = 67.162.110.149

City Boards and Commissions

1 message

noreply@revize.com <noreply@revize.com>

Mon, Dec 13, 2021 at 10:20 AM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Cc: ewelch@ci.galesburg.il.us

Date = 2021-12-13

First-Name = Mia

Middle =

Last-Name

Address = [REDACTED]

City-State- alesburg, IL, 61401

Phone-1 = [REDACTED]

Phone-2 [REDACTED]

Email = [REDACTED]

Board--Commission[] = Youth Commission

Reasons-for-interest = I had recently heard about the Youth Commission from some City Council members during a Knox County CEO Visit. Youth need to be in touch with what is going on. I have strong community values and a strong voice. As a leader in my community, I will bring positive ideas and a voice to the Youth. I would like to represent my often misunderstood counter-culture. Minority engagement is so important because it sends encouraging messages of support.

Years-as-Resident = 18

Employer-Name = N/A

Employer-Address = N/A

How-Long-Employed = N/A

Education = Attending Galesburg High School as a senior with plans to graduate and further education.

Hobbies = Writing, poetry, reading, research, beauty, nails, technology, gaming, music, art, baking, guitar, studying, shopping, YouTube, and fishing are some of my hobbies.

Interests = Civic activism, mindfulness, self care, public speaking, leadership, culture exploration, news, current events, volunteering, speech, and free-writing are some of my interests. I also have a mentorship with Candace D'Agnolo, CEO of Petboss Nation and a local business owner.

Additional-Information = Some leadership positions and achievements I have are:

- took a leadership class

- Often introduce new ideas for programs and events to be held for TRIO Upward Bound: a college prep. program I am in

- CEO/president of Knox County CEO Program

- Secretary of GHS GSA

- Starting a Black Student Union at GHS (president)

- Previous Student Ambassador at RAES East

- Previous Student Ambassador at GHS North

- Community service

- '21 Poetry Winner Library Winner

Qualifications = Computer proficiency

In touch with youth

Likes to work with others

Problem solver

Leadership experience

Previous intern of Knox County Clerk: Scott Erickson

Organized

Professional and respectful

Creative

Empathetic

Ethics first

Patience

Positive attitude

Verbal and presentation skills

Time management

honesty and integrity

accountability

Ethnic-Origin[] = White, not of Hispanic origin

Ethnic-Origin[] = Black or African American

Ethnic-Origin[] = Two or more races

Gender[] = F

Birthdate = [REDACTED]

Client IP = 162.17.4.77

Youth Commission Application

1 message

noreply@revize.com <noreply@revize.com>

Wed, Dec 1, 2021 at 3:39 PM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Date-of-Application = 2021-12-01

First-Name = Eciel

Last-Name = Burn

Street-Address = [REDACTED]

City-Stat [REDACTED] rg, Illinois 61401

E-Mail = [REDACTED]

Primary-Pho [REDACTED] = [REDACTED]

Birthdate = [REDACTED]

School-Grade = 8th Grade

Name-of-School = Churchill Junior High

School-clubs--activities = YMCA Solutions Program

Leadership-roles-at-school = None at the moment

Briefly-describe-any-classes-skills-life-experiences-school-andor-community-activities-that-would-help-you-to-be-on-the-Youth-Commission = YMCA Solutions Program, American History Class, YMCA Fundraising efforts, Cleaned parks, Participated in MLK day events, and more.

What-does-Galesburg-mean-to-you--What-insight-or-perspective-can-you-offer-to-the-GYC = I don't like Galesburg right now, but I am willing to serve on the commission to make Galesburg a better place. If I was on the commission I would listen to young people and list their ideas on how to change Galesburg.

What-do-you-feel-is-the-greatest-challenge-facing-the-youth-of-Galesburg-today--What-do-you-think-the-Youth-Commission-can-do-to-address-this-problem = There's nothing for teens to do in town. There are too many liquor stores which is a bad look for our community.

Signature = Eciel Burns

Client IP = 209.174.144.2

Youth Commission Application

1 message

noreply@revize.com <noreply@revize.com>

Wed, Dec 1, 2021 at 4:29 PM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Date-of-Application = 2021-12-01

First-Name = Chantiara

Last-Name = Jack

Street-Address = [REDACTED]

City-Stat [REDACTED] rg, Illinois 61401

E-Mail = [REDACTED]

Primary-Pho [REDACTED] = [REDACTED]

Birthdate = [REDACTED]

School-Grade = 8th Grade

Name-of-School = Churchill Junior High

School-clubs--activities = Student Council, Yearbook, YMCA Solutions Program

Leadership-roles-at-school = Student Council, Yearbook Committee

Briefly-describe-any-classes-skills-life-experiences-school-andor-community-activities-that-would-help-you-to-be-on-the-Youth-Commission = I assist a disabled students at school and I also participated in the BHM program at the YMCA

What-does-Galesburg-mean-to-you--What-insight-or-perspective-can-you-offer-to-the-GYC = Galesburg means a lot to me. I grew up here and I have learned more about Galesburg being in Solutions. I feel that I could help make Galesburg better and I am willing to do what it takes.

What-do-you-feel-is-the-greatest-challenge-facing-the-youth-of-Galesburg-today--What-do-you-think-the-Youth-Commission-can-do-to-address-this-problem = There isn't anything for younger teens to do in town. I believe that the commission can listen to us and hear some of our ideas.

Signature = Chantiara Jackson

Client IP = 209.174.144.2

Youth Commission Application

1 message

noreply@revize.com <noreply@revize.com>

Wed, Dec 8, 2021 at 1:04 PM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Date-of-Application = 2021-12-08

First-Name = Joy

Last-Name = Bas

Street-Address = [REDACTED]

City-Stat = [REDACTED], Illinois 61401

E-Mail = [REDACTED]

Primary-Pho = [REDACTED]

Birthdate = [REDACTED]

School-Grade = 8th Grade

Name-of-School = Churchill Jr. High

School-clubs--activities = YMCA Solutions Program, Student Council, Basketball Future Streaks

Leadership-roles-at-school = Student Council, Black History Month,

Briefly-describe-any-classes-skills-life-experiences-school-andor-community-activities-that-would-help-you-to-be-on-the-Youth-Commission = YMCA Solutions Program, MLK Luncheon, Received my citizenship in 2020, Speak 3 fluent languages

What-does-Galesburg-mean-to-you--What-insight-or-perspective-can-you-offer-to-the-GYC = Galesburg has lots of potential that people don't realize. It is a great place to build many skills and future. I understand the feeling of being a part of Galesburg and coming from the DRC.

What-do-you-feel-is-the-greatest-challenge-facing-the-youth-of-Galesburg-today--What-do-you-think-the-Youth-Commission-can-do-to-address-this-problem = Younger youth in Galesburg don't have things to help build our futures and skills. The GYC can facilitate activities and reach out to younger members of the community.

Signature = Joy Basosa-Nzumba

Client IP = 209.174.144.2

Youth Commission Application

1 message

noreply@revize.com <noreply@revize.com>

Wed, Dec 8, 2021 at 12:56 PM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Date-of-Application = 2021-12-08

First-Name = Precious

Last-Name = Dort

Street-Address = [REDACTED]

City-Stat [REDACTED] ois 61401

E-Mail = [REDACTED]

Primary-Pho [REDACTED] = [REDACTED]

Birthdate = [REDACTED]

School-Grade = 8th Grade

Name-of-School = Churchill Jr. High

School-clubs--activities = YMCA Solutions Program

Leadership-roles-at-school = YMCA Solutions Program

Briefly-describe-any-classes-skills-life-experiences-school-andor-community-activities-that-would-help-you-to-be-on-the-Youth-Commission = YMCA Solutions Program

What-does-Galesburg-mean-to-you--What-insight-or-perspective-can-you-offer-to-the-GYC = I love living in Galesburg. It is a great town and I am proud to be from here. I feel that if I was on the GYC I could help bring some new ideas to the mayor. I could help make Galesburg better for everyone.

What-do-you-feel-is-the-greatest-challenge-facing-the-youth-of-Galesburg-today--What-do-you-think-the-Youth-Commission-can-do-to-address-this-problem = There is little for young people to do and the things we do have, nobody knows about. The GYC would give me the opportunity to make sure we all know what is going on.

Signature = Precious Dortch

Client IP = 209.174.144.2

City Boards and Commissions1 message

noreply@revize.com <noreply@revize.com>

Tue, Nov 16, 2021 at 11:03 AM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Cc: ewelch@ci.galesburg.il.us

Date = 2021-11-16

First-Name = Daniel

Middle = L

Last-Name

Address = [REDACTED]

City-State- 1401

Phone-1 = [REDACTED]

Phone-2

Email = [REDACTED]

Board--Commission[] = Board of Local Improvements

Board--Commission[] = Tree Commission

Reasons-for-interest = We desire to see more trees in our community, creating a healthier environment. Also, this is my home town and desire to see the buildings, downtown, Main Street and homes restored.

Years-as-Resident = Born here 68 years on in off

Employer-Name = Se [REDACTED] r and performer

Employer-Address = [REDACTED]

How-Long-Employed = Since the age of 4 years old

Education = Cosmology certified, College degree

Hobbies = Gardening, cooking , building and restoring.

Interests = Seeing this beautiful city Galesburg expand and thrive.

Additional-Information = I own downtown property, own a home here and vested in this community. I'm the come a Galesburg family of 10 children and grew up with the values our town offered.

Qualifications = I care

Ethnic-Origin[] = White, not of Hispanic origin

Gender[] = M

Birthdate = [REDACTED]

Client IP = 73.74.114.243

City Boards and Commissions

1 message

noreply@revize.com <noreply@revize.com>

Wed, Nov 10, 2021 at 10:22 PM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Cc: ewelch@ci.galesburg.il.us

Date = 2021-11-10

First-Name = Bill

Middle =

Last-Name

Address = [REDACTED]

City-State- lesburg, IL 61402

Phone-1 = [REDACTED]

Phone-2

Email = [REDACTED]

Board--Commission[] = Tree Commission

Reasons-for-interest = I love the types of trees that are native to this area and I appreciate the effort that has gone into inventorying all the trees in the public spaces in the city. I want to help out promoting the planting of trees in Galesburg.

Years-as-Resident = 4

Employer-Name = Knox College

Employer-Address = 2 E. South street

How-Long-Employed = 3 years

Education = B.S. - Mathematics (University of Texas)

Hobbies = Home automation, landscaping, working out, choral singing, community involvement

Interests = classical music, technology, theatre, sports (tennis, football)

Additional-Information =

Qualifications =

Ethnic-Origin[] = White, not of Hispanic origin

Gender[] = M

Birthdate = [REDACTED]

Client IP = 69.245.227.248

City Boards and Commissions1 message

noreply@revize.com <noreply@revize.com>

Sun, Oct 10, 2021 at 2:07 PM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Cc: ewelch@ci.galesburg.il.us

Date = 2021-10-10

First-Name = Daniel

Middle = E

Last-Name son

Address = [REDACTED]

City-State- alesburg, IL 61402

Phone-1 = [REDACTED]

Phone-2

Email = [REDACTED]

Board--Commission[] = Tree Commission

Reasons-for-interest = I am strong believer in benefits of trees in Galesburg.

Care of living trees must be carried out. Planting trees is an important way of caring for the future, both locally and in the world.

I've pretty much planted trees in several places I've lived, including 3 yards in Galesburg.

Years-as-Resident = 1953 at 1 1/2 year old. Stayed through GHS graduation in 1970. I visited my parents every year year after that. In 2007 I moved back, so 14 years of continuous residence since then.

Employer-Name = none

Employer-Address = none

How-Long-Employed = Retired since 2007. Last job was 4 years teaching high school biology in Texas.

Education = Carleton College

1975

BA Biology

Undergraduate computer science for 3 years. No degree.

2002 Teaching certificate, U of Texas

Hobbies = I manage 2 prairies and assist 3 other groups in prairie management..

Bird watching.

Bonsai.

Spanish.

Interests = Yard work. Travel.

Essentially all science topics, from astronomy, earthquakes, weather,

I collect animal skulls.

Additional-Information =

Qualifications = Hands-on experience as mentioned above. I'm a retired biologist but my life will always be based on the outdoors. Monday night is a good time for me to attend tree commission meetings

Ethnic-Origin[] = White, no of Hispanic origin

Gender[] = M

Birthdate = [REDACTED]

Client IP = 73.247.234.58

City Boards and Commissions1 message

noreply@revize.com <noreply@revize.com>

Tue, Nov 16, 2021 at 11:38 AM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Cc: ewelch@ci.galesburg.il.us

Date = 2021-11-16

First-Name = Ardennia

Middle = D

Last-Name

Address = [REDACTED]

City-State- 1401

Phone-1 = [REDACTED]

Phone-2

Email = [REDACTED]

Board--Commission[] = Board of Local Improvements

Board--Commission[] = Overall Code Review Commission

Board--Commission[] = Planning and Zoning Commission

Reasons-for-interest = I feel a strong connection to Galesburg and see its potential in becoming a model city of growth, harmony, diversity, honoring our seniors, youth, small and large business while we expand.

Years-as-Resident = 4 years

Employer-Name = Se performer

Employer-Address = [REDACTED]

How-Long-Employed = Since 13 years of age

Education = College degree

Hobbies = Reading, gardening, dancing, drawing, playing word games

Interests = Transformation! Creating opportunities and possibilities for those in a state of hopelessness.

Transforming perspectives.

Additional-Information = I grew up in Chicago, mother of 2

daughters, 5 grand children , move to Minnesota and lived there for 12 years before stepping into love with Daniel Leahy and moving to Galesburg.

Qualifications = Worked as a computer programmer, technical writer, assistant to Mayor Daley (son), Executive Director of the Old Town Chamber of Commerce

Ethnic-Origin[] = Black or African American

Ethnic-Origin[] = American Indian or Alaskan Native

Gender[] = F

Birthdate = [REDACTED]

Client IP = 73.74.114.243

City Boards and Commissions1 message

noreply@revize.com <noreply@revize.com>

Mon, Oct 18, 2021 at 4:42 PM

Reply-To: [REDACTED]

To: kbennewi@ci.galesburg.il.us

Cc: ewelch@ci.galesburg.il.us

Date = 2021-10-18

First-Name = Amy

Middle =

Last-Name =

Address = [REDACTED]

City-State- [REDACTED] alesburg, IL 61401

Phone-1 = [REDACTED]

Phone-2 =

Email = [REDACTED]

Board--Commission[] = Landmark Commission

Board--Commission[] = Planning and Zoning Commission

Reasons-for-interest = As a local business owner, and resident, I have an acute interest in Galesburg's past, present and future

Years-as-Resident = 25+

Employer-Name = UC Davis Health System/Self-Employed

Employer-Address = California/57 Selden St

How-Long-Employed = I have been a consultant implementing and optimizing Epic EMR Analytic Systems for over 12 years

Education = Bachelor's of Art Knox College with major in History and Education

Several Epic EMR System certifications in Hospital Electronic Medical Record Analytics

Hobbies = Local History, Architecture

I own two houses in Galesburg, the Custer Carriage House, and the Prairie House, both of which I operate as Airbnb's. I am also in the process of purchasing the Great House on E. Losey, which I plan to market to the community.

Interests = Board Member of the Galesburg Civic Art Center - specifically on the Building Committee

Project Management, Business Intelligence Analyst

Additional-Information = I have a number of technical skills in software implementation and optimization. I've worked all over the country, and recently settled here in my home town where my family settled over 150 years ago.

Qualifications = I believe my extensive experience with project management and business intelligence will be of service to the community.

Ethnic-Origin[] = White, not of Hispanic origin

Gender[] = F

Birthdate = [REDACTED]

Client IP = 152.79.98.1

Board and Commission Member Volunteer Form form: Board and Commission Member Volunteer Form

1 message

galesburg <kbennewi@ci.galesburg.il.us>

Mon, Jul 12, 2021 at 6:45 PM

To: "kbennewi@ci.galesburg.il.us, egillen@ci.galesburg.il.us" <kbennewi@ci.galesburg.il.us>

Date: 07/12/2021

First Name: Viola

Middle Initial: L

Last Name: [REDACTED]

Address: [REDACTED]

City, State: [REDACTED] burg

Phone 1: [REDACTED]

Phone 2: [REDACTED]

e-Mail: [REDACTED]

Board/Commission List: Public Transportation Advisory Commission

Reasons for interest:: I worked part-time for the Handivan office, 2016 - 2018. The service they provide is much needed in this city and in the surrounding areas.

Number of years as Galesburg resident:: 7

Name employer:: Viola Jowers

Employer address::

How long employed there:: Retired

List education:: Attended Western Illinois University, Illinois Central College and Carl Sandberg College

List hobbies:: Gardening, cooking and baking

List other interests:: Choir director, Sunday school teacher

Additional information:: I am a native of Galesburg. My parents Floyd and Rosalee Lewis moved here in 1947. I attended the public schools and graduated from GHS in 1974. Although I moved away and lived in other places for many years, Galesburg has always been a part of me. Now that I'm retired I'd like to give back to the community in some way.

Qualifications for particular board or commission::

Accounts Payable

Transactions by Account

User: ABrown
 Printed: 12/14/2021 - 4:17PM
 Batch: 00020.12.2021



Account Number	Vendor	Description	Date	Amount	PO No
001-0000-10407-00	Amanda Jennings	Cell Phone Allow - AJennings	11/30/2021	18.00	
001-0000-10407-00	Stratus Networks, Inc	12/21 Service	12/14/2021	476.32	
001-0000-10407-00	SOLV	Library portion of W2s and envelopes	12/14/2021	28.70	
001-0000-10701-00	APWA	2022 Paver V7 Maintenance Fee	12/14/2021	550.00	
001-0000-10701-00	Knox County Humane Society	Animal Control Contract 01/01/22 through 03/31/22	12/14/2021	20,698.00	0000091802
001-0000-10701-00	IBM Corporation	2022 IBM Cloud Service Agreement	12/14/2021	833.49	
001-0000-10701-00	iWorQ Systems	2022 License Management for City Clerk 115-55800	12/14/2021	1,500.00	0000092053
001-0000-10701-00	iWorQ Systems	2022 Community Development Package 306-55800	12/14/2021	14,500.00	0000092053
001-0000-10701-00	iWorQ Systems	2022 Permit Management for Public Works 410-55800	12/14/2021	1,500.00	0000092053
001-0000-10801-00	Advance Auto Parts	Oil filters	11/30/2021	17.48	
001-0000-10801-00	Advance Auto Parts	Wiper Blades	12/14/2021	63.60	
001-0000-10801-00	Advance Auto Parts	Cabin Filters	12/14/2021	18.88	
001-0000-10801-00	Napa Auto Parts	Lens x 2	12/14/2021	8.18	
001-0000-10801-00	Nichols Diesel Service, Inc.	Fuel Strainer Kit	12/14/2021	179.73	
001-0000-10801-00	Interstate Battery Systems of Central	Battery	12/14/2021	85.99	
001-0000-10801-00	Map Automotive of Peoria	Battery x 3	12/14/2021	297.24	
001-0000-10801-00	Napa Auto Parts	Air Filter x 4	12/14/2021	91.96	
001-0000-10801-00	Nichols Diesel Service, Inc.	Fuel Filter x4	12/14/2021	256.76	
001-0000-10801-00	Map Automotive of Peoria	Spreader Lights	12/14/2021	28.94	
001-0000-20101-00	FAMILY PLANNING	Refund of Overpayment	12/14/2021	20.00	
001-0000-20101-00	DOLLAR GENERAL CORP #4851	Refund of overpayment	12/14/2021	100.00	
001-0000-20101-00	SCOTT LA BEE	Refund of overpayment	12/14/2021	75.00	
001-0000-20101-00	WEST STREET APARTMENTS LL	Refund of overpayment	12/14/2021	50.00	
001-0000-20101-00	SUN GARDEN PLACE LLC MAIN	Refund of overpayment	12/14/2021	17.52	
001-0000-20102-00	Stratus Networks, Inc	12/21 Service	12/14/2021	1,319.56	
001-0000-20102-00	Illinois Power Marketing	10/21 Electricity GMC GAL 1003	12/14/2021	34.69	
001-0000-22002-00	RUFIN KITENGIE	Reissue UB refund check #87599 - never rec'd	12/14/2021	44.49	

Account Number	Vendor	Description	Date	Amount	PO No
Subtotal for Divison: 0000				42,814.53	
001-0105-51000-00	Petty Cash - City Clerk	Walgreens - Internet Photo	12/14/2021	3.99	
001-0105-51500-00	Sebis Direct Inc	11/21 Water Bill Insert Board/Comm	12/14/2021	196.39	
001-0105-54000-00	Bradley Hix	Cell Phone Allowance	11/30/2021	36.00	
Subtotal for Divison: 0105				236.38	
001-0110-54000-00	Todd Thompson	Cell Phone Allowance	11/30/2021	36.00	
001-0110-61000-00	Office Specialists, Inc.	Easel	12/14/2021	68.98	
001-0110-61000-00	Office Specialists, Inc.	Paper	12/14/2021	36.99	
001-0110-61000-00	Office Specialists, Inc.	Folders	12/14/2021	41.41	
Subtotal for Divison: 0110				183.38	
001-0115-51000-00	Knox County Records Office	11/21 Laredo	12/14/2021	20.55	
001-0115-51000-00	SpringbrookSoftware LLC	11/21 CivicPay PayPad Transaction Fee	12/14/2021	27.00	
001-0115-51500-00	American Legal Publishing Corp.	2020 S-8 Folio/Internet Supplement Pages	12/14/2021	345.35	
001-0115-54000-00	Kelli Bennewitz	Cell Phone Allowance	11/30/2021	36.00	
001-0115-54500-00	Petty Cash - City Clerk	Knox County Clerk - Notary	12/14/2021	8.00	
001-0115-61000-00	Office Specialists, Inc.	Labels, Calendar	12/14/2021	4.24	
001-0115-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	81.10	
001-0115-61000-00	Office Specialists, Inc.	Calendar	12/14/2021	11.38	
001-0115-61000-00	Office Specialists, Inc.	Calendar	12/14/2021	27.83	
001-0115-61000-00	Discount Printing	Envelopes	12/14/2021	266.50	
001-0115-61000-00	Office Specialists, Inc.	Calendar	12/14/2021	25.53	
Subtotal for Divison: 0115				853.48	
001-0120-58500-00	Petty Cash - City Clerk	Hy Vee - ERC Christmas Tree Donuts	12/14/2021	32.97	
001-0120-61000-00	Office Specialists, Inc.	Keyboard	12/14/2021	31.33	
Subtotal for Divison: 0120				64.30	
001-0145-51010-00	James M Kelly, Attorney	09/21 Legal Service	12/14/2021	66.00	
001-0145-51010-00	James M Kelly, Attorney	09/21 Legal Service	12/14/2021	858.00	
001-0145-51010-00	James M Kelly, Attorney	09/21 Legal Service	12/14/2021	759.00	
001-0145-51010-00	James M Kelly, Attorney	09/21 Legal Service	12/14/2021	478.50	
001-0145-54000-00	Bradley Nolden	Cell Phone Allowance	11/30/2021	36.00	
Subtotal for Divison: 0145				2,197.50	
001-0160-51000-00	Collection Professionals, Inc	11/21 Services	12/14/2021	90.00	

Account Number	Vendor	Description	Date	Amount	PO No
001-0160-51300-00	Petty Cash - City Clerk	Knox County Clerk - Recording Fees	12/14/2021	126.00	
001-0160-51500-00	Register Mail, Inc.	ROPS- Budget #20710	12/14/2021	158.04	
001-0160-51500-00	Register Mail, Inc.	Notice to Bidders #20710	12/14/2021	199.16	
001-0160-59516-00	Matthew Reed	AV Services - 11/15 Council Work Session	12/14/2021	120.00	
001-0160-59516-00	Jeffrey R Cervantez	11/21 AV Services for 11/01 Council Meeting	12/14/2021	120.00	
Subtotal for Divison: 0160				813.20	
001-0205-51000-00	US Sterling Capital Corp., Inc.	GBC International Bank	12/14/2021	359.01	
001-0205-51000-00	Great Eastern Mgmt., Inc.	SNB Bank	12/14/2021	240.00	
001-0205-51000-00	US Sterling Capital Corp., Inc.	Royal Business Bank	12/14/2021	237.60	
001-0205-51000-00	SpringbrookSoftware LLC	11/21 CivicPay PayPad Transaction Fee	12/14/2021	71.62	
001-0205-51500-00	SOLV	W2s and envelopes	12/14/2021	420.23	
001-0205-54000-00	Gloria Osborn	Cell Phone Allowance	11/30/2021	36.00	
001-0205-54000-00	Tifani Miller	Cell Phone Allowance	11/30/2021	30.00	
001-0205-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	296.54	
Subtotal for Divison: 0205				1,691.00	
001-0207-54000-00	Orlando Lucero	Cell Phone Allowance	11/30/2021	36.00	
001-0207-54000-00	Kerzi Peterson	Cell Phone Allowance	11/30/2021	36.00	
001-0207-54000-00	Lewis Doney II	Cell Phone Allowance	11/30/2021	36.00	
001-0207-55800-00	Galesburg Communications, Inc.	Removal of Camera and Antenna from Bondi Building	12/14/2021	148.75	
Subtotal for Divison: 0207				256.75	
001-0305-54000-00	Stephen Gugliotta	Cell Phone Allowance	11/30/2021	36.00	
001-0305-61000-00	City Blue Technologies, Llc	Toners	12/14/2021	547.51	
001-0305-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	29.16	
001-0305-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	7.33	
001-0305-61000-00	Office Specialists, Inc.	Pens	12/14/2021	12.19	
Subtotal for Divison: 0305				632.19	
001-0306-51000-00	Knox County Records Office	11/21 Laredo	12/14/2021	20.55	
001-0306-51000-00	SpringbrookSoftware LLC	11/21 CivicPay PayPad Transaction Fee	12/14/2021	3.25	
001-0306-54000-00	Tammera Matejewski	Cell Phone Allowance	11/30/2021	30.00	
001-0306-54000-00	Richard Slagel	Cell Phone Allowance	11/30/2021	30.00	
001-0306-54000-00	Robert Elsbury	Cell Phone Allowance	11/30/2021	30.00	
001-0306-54000-00	Judy Guenseth	Cell Phone Allowance	11/30/2021	30.00	
001-0306-55400-00	Werner Restoratn Services, Inc.	Board Up Services - 1150 West Carl Sandburg Dr	12/14/2021	714.64	
001-0306-55400-00	Werner Restoratn Services, Inc.	Board Up Services - 465 Mulberry St	12/14/2021	505.34	

Account Number	Vendor	Description	Date	Amount	PO No
001-0306-55400-00	Werner Restoraton Services, Inc.	Board Up Services - 1081 E Fremont	12/14/2021	380.34	
001-0306-55400-00	Werner Restoraton Services, Inc.	Board Up Services - 383 Jefferson St	12/14/2021	689.34	
001-0306-55400-00	Werner Restoraton Services, Inc.	Board Up Services - 820 E Fifth St	12/14/2021	325.67	
001-0306-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	9.47	
Subtotal for Divison: 0306				2,768.60	
001-0410-51000-00	SpringbrookSoftware LLC	11/21 CivicPay PayPad Transaction Fee	12/14/2021	3.25	
001-0410-51000-00	Knox County Records Office	11/21 Laredo	12/14/2021	20.55	
001-0410-54000-00	Malinda Davis	Cell Phone Allowance	11/30/2021	30.00	
001-0410-54000-00	Brayden Bledsoe	Cell Phone Allowance	11/30/2021	30.00	
001-0410-54000-00	Aaron Gavin	Cell Phone Allowance	11/30/2021	30.00	
001-0410-54000-00	Wayne Carl	Cell Phone Allowance	11/30/2021	30.00	
001-0410-54000-00	Jamie West	Cell Phone Allowance	11/30/2021	30.00	
001-0410-61000-00	City Blue Technologies, Llc	Toners	12/14/2021	547.50	
001-0410-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	9.46	
001-0410-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	7.34	
Subtotal for Divison: 0410				738.10	
001-0445-52000-00	Ameren Illinois	11/21 Electric 5490599693	11/30/2021	59.96	
001-0445-52000-00	Ameren Illinois	11/21 Electric 2825366738	11/30/2021	268.02	
001-0445-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	4.55	
001-0445-55500-00	Heritage-Crystal Clean, LLC	COM - 30 Gal	12/14/2021	390.75	
001-0445-55500-00	Map Automotive of Peoria	Core Credit	12/14/2021	-33.00	
001-0445-55700-00	Royal Cleaning Services	12/21 Janitorial Services	12/14/2021	242.00	
001-0445-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	48.16	
001-0445-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	25.24	
001-0445-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	48.16	
001-0445-62500-00	O'Reilly Auto Parts	Intake Manifold #162	12/14/2021	337.11	
001-0445-62500-00	Pomp's Tire - Galesburg	Tire x 2 #600	12/14/2021	294.04	
001-0445-62500-00	Advance Auto Parts	Ignition Coil #162	12/14/2021	54.50	
001-0445-63000-00	Napa Auto Parts	Accessory	12/14/2021	10.78	
001-0445-63000-00	Napa Auto Parts	Battery Cable Brush	12/14/2021	11.29	
001-0445-63000-00	Lawson Products, Inc.	Misc Supplies	12/14/2021	266.53	
001-0445-63000-00	Napa Auto Parts	Cable Tie	12/14/2021	31.77	
001-0445-63000-00	Advance Auto Parts	Misc Supplies	12/14/2021	31.26	
001-0445-63000-00	Advance Auto Parts	Fuse Holder	12/14/2021	15.54	
001-0445-63000-00	Advance Auto Parts	Misc Supplies	12/14/2021	18.39	

Account Number	Vendor	Description	Date	Amount	PO No
Subtotal for Divison: 0445				2,125.05	
001-0450-52000-00	Ameren Illinois	11/21 Electric 2754010008	11/30/2021	28.39	
001-0450-52000-00	Ameren Illinois	11/21 Electric 5701413777	11/30/2021	518.59	
001-0450-52000-00	Ameren Illinois	11/21 Electric 2773115002	11/30/2021	103.85	
001-0450-52000-00	Ameren Illinois	11/21 Electric 1819317616	11/30/2021	87.68	
001-0450-52000-00	Ameren Illinois	11/21 Electric 1003220178	11/30/2021	122.82	
001-0450-52000-00	Ameren Illinois	11/21 Electric 1631820330	11/30/2021	46.27	
001-0450-52000-00	Ameren Illinois	11/21 Electric 3613000016	11/30/2021	64.36	
001-0450-52000-00	Ameren Illinois	11/21 Electric 6587801458	11/30/2021	108.04	
001-0450-52000-00	Ameren Illinois	11/21 Electric 8042901932	11/30/2021	171.86	
001-0450-52000-00	Ameren Illinois	11/21 Electric 3844905610	11/30/2021	27.32	
001-0450-52000-00	Ameren Illinois	11/21 Electric 0595921933	11/30/2021	101.88	
001-0450-52000-00	Ameren Illinois	11/21 Electric 9924322254	11/30/2021	514.14	
001-0450-52000-00	Ameren Illinois	11/21 Electric 0312325454	11/30/2021	68.28	
001-0450-52000-00	Ameren Illinois	11/21 Electric 2749025458	11/30/2021	31.26	
001-0450-52000-00	Ameren Illinois	11/21 Electric 5480026893	11/30/2021	50.78	
001-0450-52000-00	Ameren Illinois	11/21 Electric 5589228815	11/30/2021	42.09	
001-0450-52000-00	Ameren Illinois	11/21 Electric 4273230001	11/30/2021	58.99	
001-0450-52000-00	Ameren Illinois	11/21 Electric 4984030416	11/30/2021	69.75	
001-0450-52000-00	Ameren Illinois	11/21 Electric 7470035533	11/30/2021	68.00	
001-0450-52000-00	Ameren Illinois	11/21 Electric 1013037777	11/30/2021	23.01	
001-0450-52000-00	Ameren Illinois	11/21 Electric 4414444021	11/30/2021	313.63	
001-0450-52000-00	Ameren Illinois	11/21 Electric 3920746577	11/30/2021	48.89	
001-0450-52000-00	Ameren Illinois	11/21 Electric 2712048002	11/30/2021	48.82	
001-0450-52000-00	Ameren Illinois	11/21 Electric 1171148332	11/30/2021	59.48	
001-0450-52000-00	Ameren Illinois	11/21 Electric 6125250890	11/30/2021	74.53	
001-0450-52000-00	Ameren Illinois	11/21 Electric 6623352490	11/30/2021	39.71	
001-0450-52000-00	Ameren Illinois	11/21 Electric 3904556972	11/30/2021	85.73	
001-0450-52000-00	Ameren Illinois	11/21 Electric 8743359371	11/30/2021	70.41	
001-0450-52000-00	Ameren Illinois	11/21 Electric 2655060015	11/30/2021	100.69	
001-0450-52000-00	Ameren Illinois	11/21 Electric 4212263214	11/30/2021	66.52	
001-0450-52000-00	Ameren Illinois	11/21 Electric 2630553450	11/30/2021	40.12	
001-0450-52000-00	Ameren Illinois	11/21 Electric 2348061454	11/30/2021	68.28	
001-0450-52000-00	Ameren Illinois	11/21 Electric 6289167057	11/30/2021	65.90	
001-0450-52000-00	Ameren Illinois	11/21 Electric 6310567538	11/30/2021	94.05	
001-0450-52000-00	Ameren Illinois	11/21 Electric 8559874091	11/30/2021	141.27	

Account Number	Vendor	Description	Date	Amount	PO No
001-0450-52000-00	Ameren Illinois	11/21 Electric 7993474097	11/30/2021	66.52	
001-0450-52000-00	Ameren Illinois	11/21 Electric 8988676653	11/30/2021	57.70	
001-0450-52000-00	Ameren Illinois	11/21 Electric 3489895536	11/30/2021	37.87	
001-0450-52000-00	Ameren Illinois	11/21 Electric 3603078041	11/30/2021	54.47	
001-0450-52000-00	Ameren Illinois	11/21 Electric 2216581132	11/30/2021	42.55	
001-0450-52000-00	Ameren Illinois	11/21 Electric 0824681456	11/30/2021	247.31	
001-0450-52000-00	Ameren Illinois	11/21 Electric 2541883539	11/30/2021	24.55	
001-0450-52000-00	Ameren Illinois	11/21 Optional Lighting Charge 8714586251	11/30/2021	66.69	
001-0450-52000-00	Ameren Illinois	11/21 Electric 0518287372	11/30/2021	37.96	
001-0450-52000-00	Ameren Illinois	11/21 Optional Lighting Charge 9249296178	11/30/2021	9.72	
001-0450-52000-00	Ameren Illinois	11/21 Electric 6292489935	11/30/2021	126.46	
001-0450-52000-00	Ameren Illinois	11/21 Electric 0965299692	11/30/2021	88.97	
001-0450-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	95.48	
001-0450-54000-00	JR Knaack	Cell Phone Allowance	11/30/2021	30.00	
001-0450-54000-00	Justin McNaught	Cell Phone Allowance	11/30/2021	30.00	
001-0450-55500-00	Nichols Diesel Service, Inc.	State and Fed Test #109	12/14/2021	41.00	
001-0450-55700-00	Getz Fire Equipment Co., Inc.	Annual Extinguisher Service	12/14/2021	607.00	
001-0450-59300-00	Getz Fire Equipment Co., Inc.	First Aid Supplies	11/09/2021	46.45	
001-0450-59300-00	Getz Fire Equipment Co., Inc.	Return - First Aid Supplies	11/09/2021	-100.20	
001-0450-62500-00	Advance Auto Parts	Fuel Filter #135	12/14/2021	10.13	
001-0450-62500-00	Advance Auto Parts	Oil Filter #135	12/14/2021	38.46	
001-0450-62500-00	Advance Auto Parts	Hydraulic Filter #135	12/14/2021	11.19	
001-0450-62500-00	Advance Auto Parts	Lube Filter #135	12/14/2021	22.38	
001-0450-62500-00	Advance Auto Parts	Fuel Filter #135	12/14/2021	4.54	
001-0450-62500-00	Nichols Diesel Service, Inc.	Air Hose #115	12/14/2021	14.31	
001-0450-62500-00	Mutual Wheel Co., Inc.	Floormat #108	12/14/2021	248.05	
001-0450-62500-00	Nichols Diesel Service, Inc.	Air Release Valve #115	12/14/2021	36.66	
001-0450-62500-00	Nichols Diesel Service, Inc.	Window Regulator #107	12/14/2021	215.20	
001-0450-62500-00	Mutual Wheel Co., Inc.	Floormat #114	12/14/2021	248.05	
001-0450-62500-00	Mutual Wheel Co., Inc.	Floormat #109	12/14/2021	248.05	
001-0450-62500-00	Nichols Diesel Service, Inc.	Bezel #115	12/14/2021	59.37	
001-0450-62500-00	Pomp's Tire - Galesburg	Tire x 4 #115	12/14/2021	1,330.00	
001-0450-62500-00	Mack Sales & Service of Morton	Air Dryer #115	12/14/2021	138.00	
001-0450-62500-00	Mack Sales & Service of Morton	Air Dryer #107	12/14/2021	138.00	
001-0450-62500-00	Nichols Diesel Service, Inc.	Regulator #115	12/14/2021	998.23	
001-0450-62500-00	Nichols Diesel Service, Inc.	Engine Brake Valve #115	12/14/2021	790.38	
001-0450-62500-00	Pomp's Tire - Galesburg	ORT Ring #122	12/14/2021	108.00	

Account Number	Vendor	Description	Date	Amount	PO No
001-0450-62500-00	Midstate Manufacturing, Inc.	Hose	12/14/2021	118.79	
001-0450-65500-00	Alan Environmental Products, Inc	Industrial Coating	12/14/2021	221.41	
001-0450-67500-00	Chemco Industries, Inc	Misc Supplies	12/14/2021	205.13	
Subtotal for Division: 0450				10,440.22	
001-0505-51000-00	Stephen L Woody	Polygraph Exam	12/14/2021	150.00	
001-0505-51000-00	Stephen L Woody	Polygraph Exam	12/14/2021	150.00	
001-0505-51000-00	Stephen L Woody	Polygraph Exam	12/14/2021	150.00	
001-0505-51000-00	Stephen L Woody	Polygraph Exam	12/14/2021	150.00	
001-0505-51000-00	Campion, Barrow & Assoc.	Law Enforcement Testing - 11/17/21 and 11/30/21	12/14/2021	880.00	
Subtotal for Division: 0505				1,480.00	
001-0510-51500-00	Sebis Direct Inc	11/21 Water Bill Insert Board/Comm	12/14/2021	196.38	
001-0510-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	86.38	
001-0510-54000-00	Bryan Anderson	Cell Phone Allowance	11/30/2021	30.00	
001-0510-54000-00	Steffanie Cromien	Cell Phone Allowance	11/30/2021	30.00	
001-0510-54000-00	William T. Boynton	Cell Allowance	11/30/2021	30.00	
001-0510-54000-00	Russell Idle	Cell Phone Allowance	11/30/2021	36.00	
001-0510-54000-00	Daniel Hostens	Cell Phone Allowance	11/30/2021	30.00	
001-0510-54000-00	Jason Shaw	Cell Phone Allowance	11/30/2021	30.00	
001-0510-54000-00	Ryne Sage	Cell Phone Allowance	11/30/2021	30.00	
001-0510-54000-00	Patrick Kisler	Cell Phone Allowance	11/30/2021	30.00	
001-0510-54000-00	Kevin Legate	Cell Phone Allowance	11/30/2021	30.00	
001-0510-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	15.00	
001-0510-57500-00	Burke Cleaners, Inc	10/21 Police Uniform Cleaning	12/14/2021	238.40	0000091897
001-0510-57500-00	Burke Cleaners, Inc	11/21 Police Uniform Cleaning	12/14/2021	233.20	0000091897
001-0510-61000-00	Pro Form, Inc.	Misc Office Supplies	12/14/2021	754.79	
001-0510-61000-00	Office Specialists, Inc.	Plates	12/14/2021	61.52	
001-0510-61000-00	Pro Form, Inc.	Misc Office Supplies	12/14/2021	280.02	
001-0510-61000-00	Office Specialists, Inc.	Misc Office Supplies	12/14/2021	282.50	
001-0510-61000-00	Office Specialists, Inc.	Misc Office Supplies	12/14/2021	1.95	
001-0510-61000-00	Office Specialists, Inc.	Misc Office Supplies	12/14/2021	50.76	
001-0510-61700-00	Supreme Radio Communications, Inc	Microphone, Remote Speaker	12/14/2021	108.15	
001-0510-62500-00	Galesburg Electric, Inc.	Terminal #48	12/14/2021	43.70	
001-0510-62500-00	Ford of Galesburg	TRMS Sensor #24	12/14/2021	62.71	
001-0510-62500-00	Napa Auto Parts	Sealer #48	12/14/2021	8.62	
001-0510-67500-00	Emblem Enterprises, Inc	Patches	12/14/2021	815.49	

Account Number	Vendor	Description	Date	Amount	PO No
001-0510-67500-00	Ray O'Herron Co., Inc.	ARMORSKINBASE POLLY SS	12/14/2021	1,760.00	0000092036
001-0510-67500-00	Ray O'Herron Co., Inc.	ARMORSKINBASE POLLY LS	12/14/2021	1,628.00	0000092036
001-0510-69000-00	Axon Enterprise, Inc	A La Carte Bundle and Standard Cartridge	12/14/2021	664.20	
Subtotal for Divison: 0510				7,567.77	
001-0525-54700-00	Royce Kunkle	11/21 Mileage Reimbursement	12/14/2021	106.40	
Subtotal for Divison: 0525				106.40	
001-0550-54000-00	Amanda Jennings	Cell Allowance	11/30/2021	18.00	
001-0550-54000-00	Cameron Lemaster	Cell Phone Allowance	11/30/2021	36.00	
001-0550-61000-00	Office Specialists, Inc.	Toner	12/14/2021	666.41	
001-0550-61000-00	Office Specialists, Inc.	Misc Office Supplies	12/14/2021	342.48	
001-0550-61000-00	Office Specialists, Inc.	Misc Office Supplies	12/14/2021	32.08	
001-0550-61000-00	Office Specialists, Inc.	Misc Office Supplies	12/14/2021	380.87	
001-0550-67500-00	Midwest Uniform Supply, Inc	Polo, Sweatshirts - S Peeler	12/14/2021	120.72	
Subtotal for Divison: 0550				1,596.56	
001-0605-54000-00	Randy Hovind	Cell Phone Allowance	11/30/2021	36.00	
001-0605-54000-00	Derek Perry	Cell Phone Allowance	11/30/2021	30.00	
001-0605-54000-00	Donald Brackett	Cell Phone Allowance	11/30/2021	30.00	
001-0605-54000-00	David Farrell	Cell Phone Allowance	11/30/2021	30.00	
001-0605-55500-00	Pomp's Tire - Galesburg	Scrap Disposal #51	12/14/2021	56.00	
001-0605-55500-00	Pomp's Tire - Galesburg	Scrap Disposal #52	12/14/2021	118.00	
001-0605-55500-00	Getz Fire Equipment Co., Inc.	First Aid Supplies	12/14/2021	80.00	
001-0605-55500-00	Getz Fire Equipment Co., Inc.	Annual Extinguisher Service	12/14/2021	65.00	
001-0605-55500-00	Getz Fire Equipment Co., Inc.	Annual Extinguisher Service	12/14/2021	60.00	
001-0605-55500-00	Berg's Towing & Auto, Inc.	Tow-Hook Fee #53	12/14/2021	250.00	
001-0605-55500-00	Getz Fire Equipment Co., Inc.	Annual Extinguisher Service	12/14/2021	142.70	
001-0605-55500-00	Alexis Fire Equipment Co., Inc.	Service Call 11/09/21 - Aerial Unit 54 #53	12/14/2021	440.00	
001-0605-55700-00	Mechanical Service Inc.	Maintenance at Fish Food Pantry	12/14/2021	381.00	
001-0605-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	22.94	
001-0605-62500-00	Napa Auto Parts	Air Filter Credit Return #53	12/14/2021	-55.99	
001-0605-62500-00	Eastern Iowa Tire	Misc Supplies #51	12/14/2021	333.95	
001-0605-62500-00	Advance Auto Parts	Battery Core Credits #53	12/14/2021	-54.00	
001-0605-62500-00	Advance Auto Parts	Battery #56	12/14/2021	103.17	
001-0605-65000-00	Office Specialists, Inc.	Glass Cleaner	12/14/2021	10.36	
001-0605-65000-00	Office Specialists, Inc.	Paper Towels	12/14/2021	66.65	
001-0605-65000-00	Office Specialists, Inc.	Oil Absorbant	12/14/2021	152.52	

Account Number	Vendor	Description	Date	Amount	PO No
001-0605-65000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	33.59	
001-0605-65000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	157.27	
001-0605-66000-00	Mechanical Service Inc.	Materials for Maintenance at Fish Food Pantry	12/14/2021	44.94	
001-0605-67500-00	Jacob Pedigo	Safety Boots - J Pedigo	12/14/2021	9.03	
001-0605-67500-00	Midwest Uniform Supply, Inc	Crewneck, Stocking Hat - D Perry	12/14/2021	29.99	
001-0605-67500-00	Midwest Uniform Supply, Inc	Rip Stop EMS - D Perry	12/14/2021	59.99	
001-0605-67500-00	Midwest Uniform Supply, Inc	Crewneck, Tee - M Cain	12/14/2021	27.07	
001-0605-67500-00	Midwest Uniform Supply, Inc	Crewneck, Tee, Stocking Hat - J Brignall	12/14/2021	68.99	
001-0605-67500-00	Midwest Uniform Supply, Inc	Folding Cap - J Lenz	12/14/2021	19.02	
001-0605-67500-00	Midwest Uniform Supply, Inc	Polos, Crewneck, Turtleneck - D Farrell	12/14/2021	178.95	
001-0605-67500-00	Midwest Uniform Supply, Inc	Polo, Turtleneck, Pant - A O'Daniel	12/14/2021	42.00	
001-0605-67500-00	Midwest Uniform Supply, Inc	Folding Cap - M Lewis	12/14/2021	22.00	
001-0605-67500-00	Midwest Uniform Supply, Inc	Teeshirts and Stocking Cap - A O'Daniel	12/14/2021	45.50	
001-0605-68600-00	Office Specialists, Inc.	Gloves	12/14/2021	150.00	
Subtotal for Divison: 0605				<u>3,186.64</u>	
001-0630-52000-00	Ameren Illinois	11/21 Electric 0893052014	11/30/2021	37.91	
001-0630-52000-00	Ameren Illinois	11/21 Electric 7907673933	11/30/2021	22.91	
Subtotal for Divison: 0630				<u>60.82</u>	
Subtotal for Fund 001				<u><u>79,812.87</u></u>	
011-0000-66000-00	Galesburg Builders Supply, Inc.	High Performance patching mix for 2021	12/14/2021	120.58	0000091825
011-0000-66000-00	Galesburg Builders Supply, Inc.	Portland Cement Concrete Class SI for 2021	12/14/2021	185.00	0000091826
011-0000-66000-00	Galesburg Builders Supply, Inc.	Portland Cement Concrete Class PP2 mix for 2021	12/14/2021	526.50	0000091829
011-0000-66000-00	Galesburg Builders Supply, Inc.	Portland Cement Concrete Class SI for 2021	12/14/2021	229.00	0000091826
011-0000-66000-00	Galesburg Builders Supply, Inc.	Portland Cement Concrete Class SI for 2021	12/14/2021	4.50	0000091826
011-0000-66000-00	Tazewell County Asphalt Co, Inc	Additional Hot-Mix Asphalt Surface & Binder for 2021	12/14/2021	3,007.50	0000091821
Subtotal for Divison: 0000				<u>4,073.08</u>	
Subtotal for Fund 011				<u><u>4,073.08</u></u>	
013-0000-20103-00	JC Dillon, Inc	Retainage - Phase V of lead service line replacements	12/14/2021	-25,537.90	
013-0000-51000-00	Bruner, Cooper and Zuck, Inc.	Engineering agreement for the preparation of bid documents and p	12/14/2021	5,549.39	0000091684
013-0000-66500-00	McCoy's Sales & Service	Truck service Jack with brake Dolly and Brake drum adapter	11/30/2021	5,522.86	0000092010
013-0000-83100-00	Bruner, Cooper and Zuck, Inc.	Preparation of Bid Documents and Construction Engineering for Ph	12/14/2021	608.83	0000092007
013-0000-83100-00	JC Dillon, Inc	Phase V of lead service line replacements	12/14/2021	255,379.00	0000091994

Account Number	Vendor	Description	Date	Amount	PO No
Subtotal for Divison: 0000				241,522.18	
Subtotal for Fund 013				241,522.18	
014-0000-51000-00	Klingner & Associates, P.C. - Archit	Material Testing Services for the 2021 Construction Season	12/14/2021	868.00	0000091928
014-0000-64500-00	Republic	Sign Post	12/14/2021	2,458.75	
014-0000-64500-00	Vulcan, Inc.	Clear Application Tape	12/14/2021	325.50	
014-0000-64500-00	TAPCO - Traffic & Parking Control	Windmaster DLX Cross Bracing	12/14/2021	484.00	
014-0000-64500-00	KWB Paints on Main	10/21 Paint	12/14/2021	126.65	
014-0000-64500-00	TAPCO - Traffic & Parking Control	Radar Sign for Lincoln Street	12/14/2021	4,003.13	
014-0000-64500-00	Sherwin Williams Co.	Anti-Graffiti Clear - Wall on Academy St	12/14/2021	228.80	
014-0000-66000-00	Galesburg Electric, Inc.	Ameren Parking Lot Lights	12/14/2021	4,847.25	
014-0000-66000-00	Darnall Concrete Products Co	Riser Rings and Resin Seal	12/14/2021	5,428.00	
014-0000-66000-00	Galesburg Electric, Inc.	Downtown Lights	12/14/2021	90.06	
014-0000-66000-00	Galesburg Builders Supply, Inc.	Additional Controlled Low Strength Material (CLSM) for 2021	12/14/2021	330.00	0000091830
014-0000-66000-00	Galesburg Builders Supply, Inc.	Additional Controlled Low Strength Material (CLSM) for 2021	12/14/2021	1,056.00	0000091830
014-0000-66000-00	Galesburg Electric, Inc.	Christmas Light Supplies	12/14/2021	288.06	
014-0000-66000-00	SNI Solutions	Pallet of Ecosalt	12/14/2021	1,524.00	
014-0000-66500-00	Galesburg Electric, Inc.	Hydraulic	12/14/2021	315.00	
Subtotal for Divison: 0000				22,373.20	
Subtotal for Fund 014				22,373.20	
016-0000-54000-00	Travis Smith	Cell Phone Allowance	11/30/2021	30.00	
016-0000-54000-00	Kyle A Winbigler	Cell Phone Allowance	11/30/2021	30.00	
016-0000-54000-00	Timothy Spitzer	Cell Phone Allowance	11/30/2021	30.00	
016-0000-54000-00	Lane Mings	Cell Phone Allowance	11/30/2021	30.00	
016-0000-54000-00	Mark McLaughlin	Cell Allowance	11/30/2021	30.00	
016-0000-54000-00	Paul Vannaken	Cell Phone Allowance	11/30/2021	30.00	
Subtotal for Divison: 0000				180.00	
Subtotal for Fund 016				180.00	
018-0000-51000-00	Bruner, Cooper and Zuck, Inc.	Engineering services for the CSD flooding issue study	12/14/2021	1,585.96	0000092047
018-0000-66000-00	Neenah Foundry Co, Inc.	Trench Grate	12/14/2021	365.00	
Subtotal for Divison: 0000				1,950.96	

Account Number	Vendor	Description	Date	Amount	PO No
Subtotal for Fund 018				<u>1,950.96</u>	
019-0000-10701-00	Johnson Controls Fire Protection LP	2022 Fire Alarm Contract	12/14/2021	2,663.80	
019-0000-20102-00	Illinois Power Marketing	10/21 Electricity GMCGAL 1003	12/14/2021	78.15	
019-0000-20102-00	Stratus Networks, Inc	12/21 Service	12/14/2021	307.28	
Subtotal for Divison: 0000				<u>3,049.23</u>	
019-1905-51500-00	WGIL/WAAG/WLSR, Inc.	Radio Ads	12/14/2021	583.00	
019-1905-51500-00	Register Mail, Inc.	Notice to Bidders #20710	12/14/2021	144.10	
019-1905-51500-00	Sebis Direct Inc	11/21 Water Bill Insert Recreation Flyer	12/14/2021	392.77	
019-1905-51500-00	WMOI - FM	Radio Ads	12/14/2021	250.00	
019-1905-54000-00	Anthony Oligney-Estill	Cell Phone Allowance	11/30/2021	36.00	
019-1905-54000-00	Chelsea Moberg	Cell Phone Allowance	11/30/2021	30.00	
019-1905-54000-00	Angela Buchen	Cell Allowance	11/30/2021	30.00	
019-1905-55800-00	Amilia Technologies USA Inc.	Activity Messenger 06/25/21 - 09/24/21	12/14/2021	225.00	
019-1905-59511-00	Galesburg Tourism Fund	11/21 Tourism Agreement	12/14/2021	15,833.33	
019-1905-59528-00	Galesburg Community Foundation	10/21 2% Hotel/Motel Taxes	12/14/2021	16,646.34	
019-1905-59537-00	Knox Civic Center Authority	10/21 2% Hotel/Motel Taxes	12/14/2021	8,761.22	
019-1905-61000-00	Office Specialists, Inc.	Paper Clips	12/14/2021	6.40	
Subtotal for Divison: 1905				<u>42,938.16</u>	
019-1910-52000-00	Ameren Illinois	11/21 Electric 8488394414	11/30/2021	2,120.12	
019-1910-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	54.56	
019-1910-55700-00	Helm Mechanical / Helm Service	Heating Repairs in Wayne Carl's Office	12/14/2021	520.00	
019-1910-55700-00	Royal Cleaning Services	12/21 Janitorial Services - HTAS	12/14/2021	2,049.00	
019-1910-67500-00	Getz Fire Equipment Co., Inc.	First Aid Supplies	12/14/2021	127.90	
Subtotal for Divison: 1910				<u>4,871.58</u>	
019-1911-52000-00	Ameren Illinois	11/21 Electric 8160477133	11/30/2021	34.38	
019-1911-52000-00	Ameren Illinois	11/21 Electric 0427644490	11/30/2021	4,556.69	
019-1911-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	172.76	
019-1911-55700-00	Galesburg Electric, Inc.	Misc Supplies	12/14/2021	265.69	
019-1911-55700-00	Royal Cleaning Services	12/21 Janitorial Services - HTAS - Fog Building	12/14/2021	2,237.00	
019-1911-55700-00	Otis Elevator Co.	10/21 Elevator Service	12/14/2021	651.00	
019-1911-55700-00	Helm Mechanical / Helm Service	Climate Control Air Compressor & Air Handling Units Maintenance	12/14/2021	2,416.71	
019-1911-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	15.00	
019-1911-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	15.00	
019-1911-59300-00	Getz Fire Equipment Co., Inc.	First Aid Supplies	12/14/2021	115.30	

Account Number	Vendor	Description	Date	Amount	PO No
Subtotal for Divison: 1911				10,479.53	
019-1915-52000-00	Ameren Illinois	11/21 Electric 4095499852	11/30/2021	75.88	
019-1915-52000-00	Ameren Illinois	11/21 Electric 8970844499	11/30/2021	35.02	
019-1915-52000-00	Ameren Illinois	11/21 Electric 0351340970	11/30/2021	50.27	
019-1915-52000-00	Ameren Illinois	11/21 Electric 1206935379	11/30/2021	28.49	
019-1915-52000-00	Ameren Illinois	11/21 Electric 2302220814	11/30/2021	35.92	
019-1915-52000-00	Ameren Illinois	11/21 Electric 9468266410	11/30/2021	131.30	
019-1915-52000-00	Ameren Illinois	11/21 Electric 5619266895	11/30/2021	74.12	
019-1915-52000-00	Ameren Illinois	11/21 Electric 3426088009	11/30/2021	500.28	
019-1915-52000-00	Ameren Illinois	11/21 Electric 6717884656	11/30/2021	27.22	
019-1915-52000-00	Ameren Illinois	11/21 Electric 3419386098	11/30/2021	32.40	
019-1915-52000-00	Ameren Illinois	11/21 Electric 8905699053	11/30/2021	151.52	
019-1915-52000-00	Ameren Illinois	11/21 Electric 3057496339	11/30/2021	31.83	
019-1915-52000-00	Ameren Illinois	11/21 Electric 7756699015	11/30/2021	417.64	
019-1915-52300-00	Ameren Illinois	11/21 Gas 0883556016	11/30/2021	181.30	
019-1915-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	86.38	
019-1915-54000-00	Don Miles	Cell Phone Allowance	11/30/2021	30.00	
019-1915-54000-00	Michael Markley	Cell Phone Allowance	11/30/2021	30.00	
019-1915-54000-00	Travis Huffman	Cell Phone Allowance	11/30/2021	30.00	
019-1915-54000-00	Jason Asbury	Cell Phone Allowance	11/30/2021	30.00	
019-1915-55500-00	Glass Specialty Inc	Glass Install #522	12/14/2021	90.00	
019-1915-55700-00	Royal Cleaning Services	12/21 Janitorial Services	12/14/2021	476.00	
019-1915-55700-00	J.P. Benbow, Inc.	Ignitor Kit	12/14/2021	175.45	
019-1915-55700-00	Lambasio, Inc.	Disposal at Lake Storey West Boat Ramp	12/14/2021	220.00	
019-1915-55700-00	Four Seasons Pest Control	11/21 Monthly Service	12/14/2021	30.00	
019-1915-56000-00	Terry Allen, Inc	Pickard Road - Toilet Rental	12/14/2021	75.00	0000091925
019-1915-56000-00	Terry Allen, Inc	East Boat Ramp and Peck Park - Toilet Rental	12/14/2021	55.00	
019-1915-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	40.80	
019-1915-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	40.80	
019-1915-59300-00	Getz Fire Equipment Co., Inc.	First aid supplies	11/29/2021	36.55	
019-1915-62500-00	Mack Sales & Service of Morton	Air Dryer #509	12/14/2021	138.00	
019-1915-62500-00	Terry Allen, Inc	Pulley #518	12/14/2021	45.22	
019-1915-62500-00	Mutual Wheel Co., Inc.	Floormat #509	12/14/2021	248.05	
019-1915-62500-00	Cozadd Diesel Service, Inc	Brake Chamber #509	12/14/2021	132.37	
019-1915-62500-00	Ford of Galesburg	Pigtails 579	12/14/2021	64.36	
019-1915-62500-00	Advance Auto Parts	Oil Filter #505	12/14/2021	11.18	

Account Number	Vendor	Description	Date	Amount	PO No
019-1915-62500-00	Advance Auto Parts	Battery #505	12/14/2021	116.57	
019-1915-62500-00	Advance Auto Parts	Brake Caliper #505	12/14/2021	125.24	
019-1915-62500-00	Advance Auto Parts	Paint #579	12/14/2021	39.34	
019-1915-62500-00	Advance Auto Parts	Brake Pads #505	12/14/2021	77.98	
019-1915-62510-00	Herr Petroleum Corp	296.5 Gal Reg Unleaded	12/14/2021	1,855.78	0000091806
019-1915-62510-00	Herr Petroleum Corp	200 Gal Diesel #2, 33.10 Gallon Diesel #1	12/14/2021	693.27	0000091806
019-1915-66000-00	Galesburg Builders Supply, Inc.	33.42 Ton CA-6 Stone	12/14/2021	735.24	
019-1915-66000-00	Galesburg Electric, Inc.	Repair Electrical at Lincoln Park Playground	12/14/2021	576.64	
Subtotal for Divison: 1915				8,078.41	
019-1920-52000-00	Ameren Illinois	11/21 Electric 1851092656	11/30/2021	80.39	
019-1920-52000-00	Ameren Illinois	11/21 Electric 2526420816	11/30/2021	58.20	
019-1920-52000-00	Ameren Illinois	11/21 Electric 1476305771	11/30/2021	491.52	
019-1920-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	22.73	
019-1920-54000-00	Bryan Luedtke	Cell Phone Allowance	11/30/2021	30.00	
019-1920-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	25.24	
019-1920-62510-00	Herr Petroleum Corp	74.7 Gal Diesel #2, 8.3 Gal Diesel #1	12/14/2021	245.05	0000091804
019-1920-63500-00	Advanced Turf Solutions	Misc Supplies	12/14/2021	1,477.20	
019-1920-64125-00	Atlantic Coca-Cola	Misc Concessions	12/14/2021	92.08	
019-1920-64125-00	Smithfield Direct, LLC	Misc Concession Supplies	12/14/2021	38.00	
019-1920-64125-00	Smithfield Direct, LLC	Misc Concession Supplies	12/14/2021	29.90	
019-1920-64125-00	Office Specialists, Inc.	Folders, Address Labels	12/14/2021	40.82	
019-1920-64125-00	Office Specialists, Inc.	Foam Cups	12/14/2021	76.00	
Subtotal for Divison: 1920				2,707.13	
019-1925-52000-00	Ameren Illinois	11/21 Optional Lighting Charge 8714586251	11/30/2021	15.75	
019-1925-52000-00	Ameren Illinois	11/21 Electric 2877692654	11/30/2021	392.64	
019-1925-52000-00	Ameren Illinois	11/21 Optional Lighting Charge 9249296178	11/30/2021	2.30	
019-1925-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	50.01	
Subtotal for Divison: 1925				460.70	
019-1935-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	13.64	
019-1935-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	176.90	
019-1935-65000-00	Office Specialists, Inc.	Tissues, Paper Towels	12/14/2021	78.39	
Subtotal for Divison: 1935				268.93	
019-1945-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	45.46	
019-1945-55700-00	Getz Fire Equipment Co., Inc.	Annual Extinguisher Service	12/14/2021	65.00	

Account Number	Vendor	Description	Date	Amount	PO No
019-1945-55700-00	Royal Cleaning Services	12/21 Cleaning Services	12/14/2021	1,780.00	
019-1945-59300-00	Getz Fire Equipment Co., Inc.	First Aid Supplies	12/14/2021	14.45	
		Subtotal for Divison: 1945		<u>1,904.91</u>	
019-1950-52000-00	Ameren Illinois	11/21 Electric 3303965295	11/30/2021	53.11	
019-1950-52000-00	Ameren Illinois	11/21 Electric 3325035374	11/30/2021	323.38	
019-1950-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	4.55	
		Subtotal for Divison: 1950		<u>381.04</u>	
019-1955-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	86.38	
019-1955-55500-00	J.P. Benbow, Inc.	Hawthorne Pool Service	12/14/2021	101.00	
019-1955-55500-00	J.P. Benbow, Inc.	Hawthorne Gym Thermostat	12/14/2021	234.43	
019-1955-55700-00	J.P. Benbow, Inc.	Replacement of one Intellihot water heater to heat pool water.	12/14/2021	12,918.00	0000092030
019-1955-68500-00	Hawkins, Inc	Misc Chemicals	12/14/2021	108.89	
		Subtotal for Divison: 1955		<u>13,448.70</u>	
019-1965-52000-00	Ameren Illinois	11/21 Electric 2749025458	11/30/2021	31.26	
019-1965-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	13.64	
019-1965-54000-00	Aaron Young	Cell Phone Allowance	11/30/2021	30.00	
019-1965-55700-00	Getz Fire Equipment Co., Inc.	Annual Extinguisher Service	12/14/2021	302.60	
019-1965-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	27.22	
019-1965-57500-00	Aramark Uniform Serv. Inc.	Misc Supplies	12/14/2021	27.22	
		Subtotal for Divison: 1965		<u>431.94</u>	
019-1975-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	4.55	
019-1975-54000-00	Cris Fones	Cell Phone Allowance	11/30/2021	30.00	
019-1975-55500-00	Nichols Diesel Service, Inc.	State and Fed Test #103	12/14/2021	40.00	
019-1975-55500-00	Nichols Diesel Service, Inc.	State and Fed Test #144	12/14/2021	40.00	
019-1975-62500-00	Nichols Diesel Service, Inc.	Lug #106	12/14/2021	12.24	
019-1975-62500-00	Mutual Wheel Co., Inc.	Floormat #106	12/14/2021	248.05	
019-1975-62500-00	Vermeer Sales & Service of Central I	Fuel Cap #143	12/14/2021	62.08	
019-1975-62500-00	Nichols Diesel Service, Inc.	Bolt #106	12/14/2021	16.05	
019-1975-62500-00	Mack Sales & Service of Morton	Air Dryer #106	12/14/2021	138.00	
019-1975-62500-00	Nichols Diesel Service, Inc.	Gasket Kit #106	12/14/2021	450.29	
		Subtotal for Divison: 1975		<u>1,041.26</u>	
		Subtotal for Fund 019		<u><u>90,061.52</u></u>	

Account Number	Vendor	Description	Date	Amount	PO No
020-0000-52000-00	Ameren Illinois	11/21 Electric 5967281933	11/30/2021	47.43	
020-0000-52000-00	Ameren Illinois	11/21 Electric 1977409292	11/30/2021	689.64	
020-0000-52000-00	Ameren Illinois	11/21 Electric 6225909615	11/30/2021	27.86	
020-0000-52000-00	Ameren Illinois	11/21 Electric 4307248490	11/30/2021	204.53	
020-0000-52000-00	Ameren Illinois	11/21 Electric 6422752493	11/30/2021	44.78	
020-0000-52000-00	Ameren Illinois	11/21 Electric 5785552496	11/30/2021	177.19	
020-0000-55700-00	Getz Fire Equipment Co., Inc.	Annual Service	12/14/2021	589.35	
020-0000-55700-00	AMP Electrical Services, Inc.	Provide new underground electric service to septic lift station.	12/14/2021	5,420.00	0000092039
020-0000-62500-00	Mutual Wheel Co., Inc.	Floormat #351	12/14/2021	248.01	
020-0000-62500-00	Electro-Mechanical Resources, Inc	Bearing #350	12/14/2021	33.88	
Subtotal for Divison: 0000				7,482.67	
Subtotal for Fund 020				7,482.67	
021-0000-61800-00	Andrews Implement Company	GE Energy star french door refrigerator with ice & water dispens	12/14/2021	2,118.00	0000091999
021-0000-61800-00	Andrews Implement Company	GE Energy star french door refrigerator	12/14/2021	3,312.00	0000091999
021-0000-66500-00	Feld Fire	Nozzles #21-37	12/14/2021	4,534.00	
Subtotal for Divison: 0000				9,964.00	
Subtotal for Fund 021				9,964.00	
024-0000-52000-00	Ameren Illinois	11/21 Electric 3293493011	11/30/2021	31.22	
024-0000-52000-00	Ameren Illinois	11/21 Electric 5346260034	11/30/2021	256.57	
024-0000-52000-00	Ameren Illinois	11/21 Electric 5244167035	11/30/2021	35.04	
024-0000-52300-00	Ameren Illinois	11/21 Gas 3293493011	11/30/2021	51.84	
Subtotal for Divison: 0000				374.67	
Subtotal for Fund 024				374.67	
030-0000-10701-00	Galesburg Communications, Inc.	01/01/2022-02/28/2022 800 Dispatch for Para Transit	12/14/2021	268.80	
030-0000-10701-00	Galesburg Communications, Inc.	01/01/2022-02/28/2022 800 Dispatch for Para Transit	12/14/2021	250.88	
030-0000-20102-00	Stratus Networks, Inc	12/21 Service	12/14/2021	130.64	
Subtotal for Divison: 0000				650.32	
030-0320-52000-00	Ameren Illinois	11/21 Electricity #6235036022	11/30/2021	283.68	
030-0320-52300-00	Ameren Illinois	11/21 Heat #6235036022	11/30/2021	135.09	
030-0320-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	25.91	
030-0320-55500-00	Eastern Iowa Tire	Tire disposal	11/30/2021	55.00	

Account Number	Vendor	Description	Date	Amount	PO No
030-0320-55500-00	Yemm Ford, Inc	Labor for engine replacement on 461	11/30/2021	2,795.90	0000092052
030-0320-55500-00	Nichols Diesel Service, Inc.	State & Fed Tests #1108	11/30/2021	40.00	
030-0320-55500-00	Nichols Diesel Service, Inc.	State & Fed Tests #2001	11/30/2021	40.00	
030-0320-62500-00	Gillig	Coil, Fan System & Seal	12/14/2021	78.91	
030-0320-62500-00	O'Reilly Auto Parts	Fuel Cap, Radiator, Capsule	12/14/2021	47.01	
030-0320-62500-00	O'Reilly Auto Parts	License	12/14/2021	4.45	
030-0320-62500-00	Map Automotive of Peoria	Battery	11/30/2021	117.10	
030-0320-62500-00	O'Reilly Auto Parts	Fuel Cap	12/14/2021	15.21	
030-0320-62500-00	Yemm Ford, Inc	Parts for engine replacement on 461.	11/30/2021	4,193.21	0000092052
030-0320-62510-00	Herr Petroleum Corp	250.3 gal reg unleaded	11/30/2021	715.59	0000091803
030-0320-62510-00	Herr Petroleum Corp	221.6 Gal Reg Unleaded	12/14/2021	1,418.19	0000091803
030-0320-62510-00	Herr Petroleum Corp	334.3 gal reg unleaded	11/30/2021	956.38	0000091803
030-0320-62510-00	Herr Petroleum Corp	313.3 gal reg unleaded	11/30/2021	890.06	0000091803
030-0320-62510-00	Herr Petroleum Corp	263.2 gal reg unleaded	11/30/2021	760.76	0000091803
030-0320-62510-00	Herr Petroleum Corp	312.7 gal reg unleaded	11/30/2021	903.83	0000091803
030-0320-62510-00	Herr Petroleum Corp	337.7 gal reg unleaded	11/30/2021	967.82	0000091803
030-0320-62510-00	Herr Petroleum Corp	284.3 gal reg unleaded	11/30/2021	814.79	0000091803
030-0320-62510-00	Herr Petroleum Corp	245.3 Gal Reg Unleaded	12/14/2021	701.77	0000091803
Subtotal for Divison: 0320				15,960.66	
030-0370-51000-00	Petty Cash - City Clerk	Secretary of State - License Plate	12/14/2021	6.00	
030-0370-51000-00	Galesburg Termite & Pest Control	12/21 Service	12/14/2021	45.00	
030-0370-51000-00	Bolin's Marathon Service	Labor/Tow Fee	12/14/2021	100.00	
030-0370-51000-00	Galesburg Communications, Inc.	11/26/21-12/31/2021 800 Dispatch for Para Transit	12/14/2021	125.44	
030-0370-51000-00	Galesburg Communications, Inc.	11/26/21-12/31/2021 800 Dispatch for Para Transit	12/14/2021	134.40	
030-0370-52000-00	Ameren Illinois	11/21 Electricity #6235036022	11/30/2021	661.91	
030-0370-52300-00	Ameren Illinois	11/21 Heat #6235036022	11/30/2021	315.22	
030-0370-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	60.47	
030-0370-54000-00	Kraig Boynton	Cell Phone Allowance	11/30/2021	30.00	
030-0370-55500-00	Nichols Diesel Service, Inc.	State & Fed Tests #1301	11/30/2021	41.00	
030-0370-55500-00	Getz Fire Equipment Co., Inc.	Inspection of vehicle system	11/30/2021	250.00	
030-0370-55500-00	Getz Fire Equipment Co., Inc.	Inspection of vehicle system	11/30/2021	500.00	
030-0370-57500-00	Cintas, Inc	11/21 Service	11/30/2021	143.30	
030-0370-57500-00	Cintas, Inc	11/21 Service - remainder	11/30/2021	13.04	
030-0370-57500-00	Cintas, Inc	12/21 Service	12/14/2021	177.01	
030-0370-62500-00	O'Reilly Auto Parts	Radiator cap	11/30/2021	6.26	
030-0370-62500-00	O'Reilly Auto Parts	Analysis kits	11/30/2021	104.07	

Account Number	Vendor	Description	Date	Amount	PO No
030-0370-62500-00	Nichols Diesel Service, Inc.	Couplings #470	11/30/2021	9.72	
030-0370-62500-00	O'Reilly Auto Parts	Backup alarm	11/30/2021	30.59	
030-0370-62500-00	Map Automotive of Peoria	Battery	12/14/2021	246.32	
030-0370-62500-00	Gillig	Hydraulic fan & steering pump	11/30/2021	784.85	
030-0370-62500-00	Gillig	King pin kit	11/30/2021	208.52	
030-0370-62500-00	Eastern Iowa Tire	Tires	11/30/2021	758.85	
030-0370-62510-00	Herr Petroleum Corp	663.3 gal diesel #2	11/30/2021	1,986.48	0000091803
030-0370-62510-00	Herr Petroleum Corp	250.2 Gal Diesel #2, 61 Gal Diesel #1	12/14/2021	946.63	0000091803
030-0370-62510-00	Herr Petroleum Corp	299.5 gal diesel #2	11/30/2021	902.76	0000091803
030-0370-62510-00	Herr Petroleum Corp	453.4 gal diesel #2	11/30/2021	1,360.17	0000091803
030-0370-62510-00	Herr Petroleum Corp	259.1 gal diesel #2, 29 gal diesel #1	11/30/2021	850.72	0000091803
030-0370-62510-00	Herr Petroleum Corp	637 gal diesel #2	11/30/2021	1,960.46	0000091803
030-0370-62510-00	Herr Petroleum Corp	121 gal diesel #2	11/30/2021	362.38	0000091803
030-0370-65000-00	Office Specialists, Inc.	Paper Towels	12/14/2021	69.46	
030-0370-65500-00	O'Reilly Auto Parts	Grease ftg	11/30/2021	6.99	
030-0370-65500-00	O'Reilly Auto Parts	Fluid for Plow Truck	12/14/2021	22.78	
Subtotal for Divison: 0370				13,220.80	
Subtotal for Fund 030				29,831.78	
049-0000-51000-00	Peckham Guyton Albers & Viets, Inc	Professional Services for Amending TIF IV Redevelopment Plan	12/14/2021	2,069.43	0000091922
049-0000-55700-00	Klingner & Associates, P.C. - Archit	11/21 Professional Services - Main Storage Room	12/14/2021	3,500.00	
Subtotal for Divison: 0000				5,569.43	
Subtotal for Fund 049				5,569.43	
053-0000-55700-00	J.P. Benbow, Inc.	Sheet Metal Contract - Lakeside Mechanical Room	12/14/2021	3,288.00	
053-0000-66000-00	Galesburg Builders Supply, Inc.	20 CY 4000 PSI	12/14/2021	2,458.00	
053-0000-66000-00	Galesburg Builders Supply, Inc.	10 CY 4000 PSI	12/14/2021	1,229.00	
053-0000-75000-00	Klingner & Associates, P.C. - Archit	Engineering Costs for Replacing Airport Maintenance Building	12/14/2021	8,500.00	0000091993
Subtotal for Divison: 0000				15,475.00	
Subtotal for Fund 053				15,475.00	
059-0000-76000-00	Hutchison Engineering, Inc	Engineering for Phase I of the Lake Storey Bike Path	12/14/2021	1,422.50	0000091997
Subtotal for Divison: 0000				1,422.50	

Account Number	Vendor	Description	Date	Amount	PO No
Subtotal for Fund 059				1,422.50	
061-0000-10701-00	Railroad Management Company III,	1/1/23 - 3/15/23 License Fees	12/14/2021	144.19	
061-0000-10701-00	Railroad Management Company III,	3/16/2022 - 12/31/2022 License Fees	12/14/2021	547.92	
061-0000-15401-00	Klingner & Associates, P.C. - Archit	Construction Engineering services for Water Supply Well #6	12/14/2021	23,578.75	0000092019
061-0000-15401-00	Laverdiere Construction, Inc.	Construction of Gravel Pack Well #6	12/14/2021	230,789.10	0000092020
061-0000-20101-00	THOMAS KNAPP	Refund Check 012012-003, 1409 N ACADEMY ST	12/09/2021	115.91	
061-0000-20101-00	AMY WALL	Refund Check 056880-000, 228 DAY ST	12/09/2021	16.29	
061-0000-20101-00	CESAR OLIVAS	Refund Check 050128-000, 268 INDIANA AVE	12/01/2021	73.67	
061-0000-20101-00	RAYMOND HOPPING	Refund Check 025251-013, 2348 DANIEL DR SOUTH	12/01/2021	66.19	
061-0000-20101-00	SHIRLEY KRUGER	Refund Check 051175-002, 862 S SEMINARY ST	12/09/2021	154.21	
061-0000-20101-00	SUE MESECHER	Refund Check 007393-000, 735 WARREN ST	12/01/2021	5.79	
061-0000-20101-00	SARAH ORRENDER	Refund Check 062457-000, 306 COUNTRY ELMS EST	12/01/2021	76.30	
061-0000-20101-00	MELISSA LIEBER	Refund Check 043212-000, 1051 FRANK ST	12/01/2021	98.64	
061-0000-20101-00	LORENZ PROPERTY 3 LLC	Refund Check 064193-000, 1526 GRAND AVE	12/09/2021	89.52	
061-0000-20101-00	BRET LEGG	Refund Check 051121-000, 1063 JOHNSTON ST	12/09/2021	111.45	
061-0000-20101-00	ANNE MECKE	Refund Check 064475-000, 1914 INDIANA DR	12/09/2021	125.00	
061-0000-20101-00	CASSY MIYLER	Refund Check 022789-008, 899 LAWRENCE AVE	12/09/2021	110.75	
061-0000-20101-00	JULIE BURKE	Refund Check 044209-000, 773 E FIFTH ST	12/09/2021	95.72	
061-0000-20101-00	STEVE BLUST	Refund Check 010997-000, 1541 ORIOLE DR	12/01/2021	31.09	
061-0000-20101-00	LINDA WALTER	Refund Check 016808-005, 269 N CHAMBERS ST	12/09/2021	71.72	
061-0000-20101-00	LOIS JOHNSON	Refund Check 047005-000, 1574 E GROVE ST	12/01/2021	13.56	
061-0000-20101-00	TANYA JOHNSON	Refund Check 062544-000, 343 PINE ST	12/01/2021	69.92	
061-0000-20101-00	KAYLEE POOLE	Refund Check 060395-000, 1249 LANE AVE	12/09/2021	44.97	
061-0000-20101-00	BRIAN THOMPSON	Refund Check 063005-000, 420 HAWKINSON AVE	12/09/2021	70.65	
061-0000-20101-00	JAYLENE HILLIER	Refund Check 057394-000, 2108 NEWCOMER DR	12/09/2021	16.29	
061-0000-20101-00	KEVIN STARNES	Refund Check 005808-004, 1178 COURT ST	12/09/2021	98.61	
061-0000-20101-00	DANIEL KOMMER	Refund Check 052390-001, 1625 E FREMONT ST	12/09/2021	77.24	
061-0000-20101-00	TAMMIE WEAVER	Refund Check 052195-003, 1099 E LOSEY ST	12/09/2021	99.91	
061-0000-20101-00	DAVID STRANGER	Refund Check 009990-001, 900 WILLARD ST	12/09/2021	12.13	
061-0000-20101-00	ANTHONY SCHISLER	Refund Check 062644-000, 1496 DEE ANN DR	12/01/2021	28.75	
061-0000-20101-00	LINCOLN PARK ESTATES LLC	Refund Check 056044-001, 126 MARMAC CT	12/09/2021	77.96	
061-0000-20101-00	BONNIE DAVIS	Refund Check 062571-001, 86 PHILLIPS ST	12/09/2021	115.02	
061-0000-20101-00	MANUEL GUTIERREZ	Refund Check 013237-000, 658 MONROE ST	12/09/2021	10.02	
061-0000-20101-00	JAMES HARRIS	Refund Check 058646-003, 533 E NORTH ST	12/09/2021	63.68	
061-0000-20101-00	QUINCY GREENE	Refund Check 064413-000, 1825 E FREMONT ST	12/09/2021	66.91	
061-0000-20101-00	LINDA ASBURY	Refund Check 018950-053, 1831 E MAIN ST	12/09/2021	10.49	

Account Number	Vendor	Description	Date	Amount	PO No
061-0000-20101-00	ROGER HAGERTY	Refund Check 007167-070, 708 S CHAMBERS ST	12/09/2021	105.04	
061-0000-20101-00	ALYSSA DEADMOND	Refund Check 063022-000, 1457 BROWN AVE	12/09/2021	69.57	
061-0000-20101-00	STEVE BLUST	Refund Check 010997-000, 1541 ORIOLE DR	12/01/2021	7.83	
061-0000-20101-00	KATHRYN CREEKMUR	Refund Check 062925-000, 1795 INDIANA DR	12/09/2021	68.69	
061-0000-20101-00	CALEB ARRINGDALE	Refund Check 055096-000, 1580 W LOSEY ST	12/09/2021	65.48	
061-0000-20101-00	PATRICK ANDERSON	Refund Check 016884-000, 1663 HULA DR	12/01/2021	5.79	
061-0000-20101-00	DEVORA ARNETT	Refund Check 019355-001, 378 JUSTIN DR	12/01/2021	62.28	
061-0000-20101-00	SARA BAKER	Refund Check 058484-000, 43 DIVISION ST	12/09/2021	12.16	
061-0000-20101-00	CHRISTINE HANNA	Refund Check 006426-002, 899 LAWRENCE AVE	12/01/2021	38.94	
061-0000-20101-00	GEORGE BROWN	Refund Check 062471-000, 424 LOCUST ST	12/09/2021	99.85	
061-0000-20101-00	BETTY ANDERSON	Refund Check 062801-000, 2155 SODHI AVE	12/01/2021	52.28	
061-0000-20101-00	MEGAN CHARLES	Refund Check 062863-000, 1742 BAIRD AVE	12/09/2021	56.21	
061-0000-20101-00	RICKY DELACRUZ	Refund Check 049022-005, 1602 WILLARD ST	12/09/2021	79.49	
061-0000-20101-00	DEVORA ARNETT	Refund Check 019355-001, 378 JUSTIN DR	12/09/2021	55.24	
061-0000-20101-00	JACQUELINE ALBRITTON	Refund Check 062238-000, 167 HIGHLAND AVE	12/09/2021	92.73	
061-0000-20101-00	STERLON MATHENY	Refund Check 054478-000, 1854 MAPLE AVE	12/09/2021	42.76	
061-0000-20101-00	STEPHEN HOGAN SR	Refund Check 063888-000, 381 BEDI AVE	12/09/2021	46.76	
061-0000-20101-00	TRINIA WILLIAMS	Refund Check 063065-000, 1089 HAWKINSON AVE 7	12/01/2021	43.72	
061-0000-20101-00	KNOTT MUSIC CO	Refund Check 020396-000, 435 E KNOX ST	12/09/2021	227.58	
061-0000-20101-00	LOIS JOHNSON	Refund Check 047005-000, 1574 E GROVE ST	12/09/2021	67.72	
061-0000-20102-00	Stratus Networks, Inc	12/21 Service	12/14/2021	126.50	
061-0000-20103-00	Laverdiere Construction, Inc.	Retainage - Construction of Gravel Pack Well #6	12/14/2021	-23,078.91	
061-0000-36150-00	Tim Brown	Refund of Street Opening - 1188 E South St	12/14/2021	186.00	
061-0000-51000-00	PDC Laboratories, Inc.	Water testing	12/14/2021	28.00	
061-0000-51000-00	PDC Laboratories, Inc.	Water testing	12/14/2021	98.00	
061-0000-51000-00	SpringbrookSoftware LLC	11/21 CivicPay PayPad Transaction Fee	12/14/2021	143.25	
061-0000-51000-00	PDC Laboratories, Inc.	Water testing	12/14/2021	18.00	
061-0000-51000-00	Knox County Records Office	11/21 Laredo	12/14/2021	20.55	
061-0000-51000-00	PDC Laboratories, Inc.	Water testing	12/14/2021	28.00	
061-0000-51000-00	PDC Laboratories, Inc.	Water testing	12/14/2021	3,000.00	
061-0000-51010-00	James M Kelly, Attorney	09/21 Legal Services	12/14/2021	2,178.00	
061-0000-51500-00	Sebis Direct Inc	10/21 UB Printing Costs	12/14/2021	868.58	
061-0000-51500-00	Register Mail, Inc.	Notice to Bidders #20710	12/14/2021	99.58	
061-0000-51500-00	Gregory R Flores	Tap Record Cards	12/14/2021	136.00	
061-0000-52000-00	American Electric Power	11/21 Electricity	11/30/2021	5,707.62	
061-0000-52000-00	Ameren Illinois	11/21 Electric 2286597618	11/30/2021	550.99	
061-0000-52000-00	Ameren Illinois	11/21 Electric 2599061611	11/30/2021	79.01	

Account Number	Vendor	Description	Date	Amount	PO No
061-0000-52000-00	Ameren Illinois	11/21 Electric 2529573771	11/30/2021	8,744.14	
061-0000-52000-00	Ameren Illinois	11/21 Electricity #0405132039	11/30/2021	17,140.85	
061-0000-52000-00	Ameren Illinois	11/21 Electric 6745921457	11/30/2021	371.84	
061-0000-52300-00	Nicor Gas	11/21 Heat #14511554116	11/30/2021	2,827.04	
061-0000-52300-00	Ameren Illinois	11/21 Heat #1017455691	11/30/2021	548.47	
061-0000-52500-00	Galesburg Sanitary Dist.	11/21 Sewer user charge	11/30/2021	18.19	
061-0000-53500-00	Galesburg Electric, Inc.	Freight Charges	12/14/2021	17.99	
061-0000-54000-00	Michael Mackey	Cell Phone Allowance	11/30/2021	30.00	
061-0000-54000-00	Shelby Schwieter	Cell Phone Allowance	11/30/2021	30.00	
061-0000-54000-00	Mark Schwieter	Cell Phone Allowance	11/30/2021	30.00	
061-0000-54000-00	Eric Heiden	Cell Allowance	11/30/2021	30.00	
061-0000-54000-00	Timothy Fey	Cell Phone Allowance	11/30/2021	30.00	
061-0000-55500-00	Altorfer Inc.	10/21 - MAINTENANCE ON FOUR GENERATORS	12/14/2021	1,138.00	0000091754
061-0000-55500-00	LAI, Ltd.	Water Treatment Plant - Valve in Filtration Room	12/14/2021	3,004.00	
061-0000-55700-00	Waste Management, Inc.	12/21 Service	12/14/2021	17.36	
061-0000-55700-00	Royal Cleaning Services	12/21 Janitorial Services	12/14/2021	434.00	
061-0000-55700-00	Howe Overhead Doors, Inc.	Door Install	12/14/2021	3,500.00	
061-0000-55700-00	Waste Management, Inc.	12/21 Service	12/14/2021	97.14	
061-0000-57500-00	Office Specialists, Inc.	Paper Towels, Cleaner	12/14/2021	56.99	
061-0000-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	29.16	
061-0000-61000-00	Office Specialists, Inc.	Paper, Calendar	12/14/2021	55.09	
061-0000-61000-00	Office Specialists, Inc.	Misc Supplies	12/14/2021	153.33	
061-0000-65500-00	Galesburg Electric, Inc.	Materials for River Heaters	12/14/2021	144.44	
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 6 X 7-1/2, 6.84-7.24 OD	12/14/2021	1,796.80	0000092037
061-0000-66000-00	Core & Main	Misc Materials	12/14/2021	1,075.28	
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 4 X 12-1/2, 4.74-5.14 OD	12/14/2021	207.80	0000092037
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 6 X 15, 6.84-7.24 OD	12/14/2021	393.66	0000092037
061-0000-66000-00	Galesburg Builders Supply, Inc	CONTROLLED LOW STRENGTH MATERIAL (CLSM) - DELIVE	12/14/2021	261.00	0000091831
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 6 X 12-1/2, 6.84-7.24 OD	12/14/2021	327.84	0000092037
061-0000-66000-00	Galesburg Builders Supply, Inc	CONTROLLED LOW STRENGTH MATERIAL (CLSM) - DELIVE	12/14/2021	99.00	0000091831
061-0000-66000-00	Galesburg Electric, Inc.	Heater for Water Treatment Plant Generator	12/14/2021	516.45	
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 12 X 7-1/2, 13.10-13.50 OD	12/14/2021	251.00	0000092037
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 8 X 7-1/2, 8.99-9.39 OD	12/14/2021	183.18	0000092037
061-0000-66000-00	Gunther Construction Co., a div. of U	21.36 Tons of 1" Down Comm	12/14/2021	397.94	
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 4 X 15, 4.74-5.14 OD	12/14/2021	226.04	0000092037
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 10 X 7-1/2, 11.04-11.44 OD	12/14/2021	110.40	0000092037
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 6 X 30, 6.84-7.24 OD	12/14/2021	582.12	0000092037

Account Number	Vendor	Description	Date	Amount	PO No
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 4 X 7-1/2, 4.74-5.14 OD	12/14/2021	149.28	0000092037
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 12 X 12-1/2, 13.10-13.50 OD	12/14/2021	200.73	0000092037
061-0000-66000-00	Core & Main	Misc Materials	12/14/2021	850.00	
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 6 X 20, 6.84-7.24 OD	12/14/2021	500.40	0000092037
061-0000-66000-00	Core & Main	DUCTILE REPAIR CLAMP 6 X 7-1/2, 7.05-7.45 OD	12/14/2021	359.36	0000092037
061-0000-68500-00	IDEXX Distribution Inc.	Misc Chemicals	12/14/2021	1,357.01	
Subtotal for Division: 0000				296,960.93	
Subtotal for Fund 061				296,960.93	
067-0000-10701-00	Waste Management, Inc.	30 Oversize Stickers	12/14/2021	570.00	
067-0000-51000-00	SpringbrookSoftware LLC	11/21 CivicPay PayPad Transaction Fee	12/14/2021	71.63	
067-0000-51000-00	Knox County Records Office	11/21 Laredo	12/14/2021	20.55	
067-0000-51500-00	Sebis Direct Inc	10/21 UB Printing Costs	12/14/2021	434.22	
Subtotal for Division: 0000				1,096.40	
Subtotal for Fund 067				1,096.40	
078-0000-10701-00	Illinois Municipal League Risk Man	2022 IML RMA property & liability insurance package	12/14/2021	442,796.00	0000092061
078-0000-10701-00	Molyneaux	2022 calendar year Risk Management consulting services	12/14/2021	32,000.00	0000092060
078-0000-20315-00	Curt Kramer	11/21 Overpayment Refund	12/14/2021	1.71	
078-0000-56534-00	Cottage Rehab and Sports Medicine	Work Comp DOS 11/12/21 #AA15957205	12/14/2021	276.00	
078-0000-56534-00	Cottage Rehab and Sports Medicine	Work Comp DOS 11/04/21 #AA15957205	12/14/2021	209.00	
078-0000-56535-00	James M Kelly, Attorney	09/21 Legal Services	12/14/2021	49.50	
078-0000-56535-00	James M Kelly, Attorney	09/21 Legal Services	12/14/2021	82.50	
078-0000-56535-00	James M Kelly, Attorney	09/21 Legal Services	12/14/2021	165.00	
078-0000-56535-00	James M Kelly, Attorney	09/21 Legal Services	12/14/2021	49.50	
078-0000-56535-00	James M Kelly, Attorney	09/21 Legal Services	12/14/2021	33.00	
078-0000-56535-00	James M Kelly, Attorney	08/21-09/21 Legal Services	12/14/2021	410.40	
078-0000-56535-00	Midwest Orthopaedic Center	Work Comp DOS 11/22/2021 #424022-010009	12/14/2021	51.75	
078-0000-56535-00	OSF St Mary Medical Center	Work Comp DOS 10/28/2021 #7930138700	12/14/2021	1,477.04	
078-0000-56597-00	AMP Electrical Services, Inc.	Wire and misc supplies	12/14/2021	672.93	
078-0000-56597-00	Glasnovich Auto Body	Body Repair to 2020 Ford Explorer	12/14/2021	1,278.16	
Subtotal for Division: 0000				479,552.49	
Subtotal for Fund 078				479,552.49	

Account Number	Vendor	Description	Date	Amount	PO No
091-0000-20102-00	Galesburg Sanitary Dist.	3% Collection Fee Credit	12/14/2021	-17,852.03	
091-0000-20102-00	Galesburg Sanitary Dist.	09/21-10/21 Postage for Liens	12/14/2021	-2.36	
091-0000-20102-00	Galesburg Sanitary Dist.	11/21 Credit Card Processing Fees	12/14/2021	-2,047.22	
091-0000-20102-00	Galesburg Sanitary Dist.	10/21 Lien Fees	12/14/2021	-41.67	
091-0000-22003-00	Galesburg Sanitary Dist.	12/21 Due for Sanitary District	12/14/2021	595,067.70	
Subtotal for Divison: 0000				<u>575,124.42</u>	
Subtotal for Fund 091				<u>575,124.42</u>	
Report Total:				<u>1,862,828.10</u>	

Advance Checks and ACH Payments as of 12/14/2021

Check Date	Check #	Vendor Name	Description	Account #	Amount
12/2/21	0	All Weather Courts, Inc	Pickleball Court Project (6) at Bateman Park as agreed plus resr	019-1915-55700	51,800.00
12/2/21	0	Bluefin Payment Systems	11/21 Pay Pad Processing Fees	001-0306-51000	5.21
12/2/21	0	Bluefin Payment Systems	11/21 UB Webpayments Credit Card processing fee	061-0000-51000	2,443.16
12/2/21	0	Bluefin Payment Systems	11/21 Pay Pad Processing Fees	001-0115-51000	148.95
12/2/21	0	Bluefin Payment Systems	11/21 Pay Pad Processing Fees	001-0410-51000	5.20
12/2/21	0	Bluefin Payment Systems	11/21 UB Webpayments Credit Card processing fee	067-0000-51000	1,221.58
12/2/21	0	Bluefin Payment Systems	11/21 Pay Pad Processing Fees	067-0000-51000	355.28
12/2/21	0	Bluefin Payment Systems	11/21 Pay Pad Processing Fees	061-0000-51000	710.54
12/2/21	95708	Illinois Dept Employment Security	3rd quarter unemployment	078-0000-47400	859.34
12/2/21	0	Jeffrey R Cervantez	Produced tutorial videos.	059-0000-51000	1,500.00
12/2/21	95709	Knox County Recorders Office	File 30 Weed/Trash/Demo Liens	001-0160-51300	225.00
12/2/21	95709	Knox County Recorders Office	File 11 Weed/Trash/Demo Liens	001-0160-51300	138.00
12/2/21	95710	Knox County Recorders Office	Record Lis Pendens-481 E Third St.	001-0160-51300	63.00
12/2/21	95711	Knox County Recorders Office	Record Lis Pendens-179 Fulton St	001-0160-51300	63.00
12/2/21	95712	Knox County Recorders Office	Record Lis Pendens-147 W Tompkins St.	001-0160-51300	63.00
12/2/21	95714	NYC Sheriff's Office	Service of Summons - HSBC Bank USA	001-0145-51000	52.00
12/2/21	95713	Tyshia Moore	Liabilities claim T Moore	078-0000-56534	6,000.00
12/3/21	0	Dan Burgland	Officiate Vball 3 games 12/1	019-1940-51400	60.00
12/3/21	0	James Hartshorn	Officiate Vball 4 games 12/1	019-1940-51400	80.00
12/3/21	0	Matt Lewis	Non Safety Toed Shoes	001-0605-67500	139.99
12/3/21	0	Mike Hines	Officiate Vball 4 games 12/1	019-1940-51400	80.00
12/3/21	0	Scott Benson	Non Safety Toed Shoes	001-0605-67500	104.06
12/9/21	0	Cardconnect	11/21 Credit Card Fees	019-1905-51000	232.27
12/9/21	0	Election Commission	Knox Co share of Galesburg Election Commission	001-0000-10407	110,224.00
12/9/21	0	Illinois Department of Revenue	11/21 Sales Tax	019-1920-84000	330.00
12/9/21	0	IMRF	11/21 IMRF Contributions	001-0000-20311	134,831.47
12/9/21	4044	J W Summy Contracting Corp.	DCEO RLF at 425 E Grove St	013-0000-83100	1,746.00
12/9/21	4045	J W Summy Contracting Corp.	DCEO RLF at 1026 E Berrien	013-0000-83100	2,800.00
12/9/21	5080	J W Summy Contracting Corp.	HUD LBPHC at 208 Division St	013-0000-83100	11,430.00
12/9/21	6039	J W Summy Contracting Corp.	HUD Healthy Homes at 208 Division St	013-0000-83100	850.00
12/9/21	6040	J W Summy Contracting Corp.	HUD Healthy Homes at 1629 Bateman Street	013-0000-83100	4,000.00
12/9/21	6041	J W Summy Contracting Corp.	CO1-HUD Healthy Homes increase for tongue & groove decking	013-0000-83100	350.00
12/9/21	6041	J W Summy Contracting Corp.	HUD Healthy Homes at 425 E Grove St	013-0000-83100	400.00
12/9/21	20072	J W Summy Contracting Corp.	DCEO HELP Pilot at 1026 E Berrien	013-0000-83100	850.00
12/9/21	95805	Knox County Recorders Office	File 11 Weed/Trash/Demo Liens	001-0160-51300	138.00

12/9/21	95806	Pro-Tech	SRV Base Carrier w/ plate backers and side panels CIIIA-3	016-0000-67500	10,076.00
12/9/21	95806	Pro-Tech	OMEGA PLUS ICW 10X12 shooters cut rifle plates	016-0000-67500	5,300.00
12/9/21	95806	Pro-Tech	Quick Release Kit upgrade for SRV tactical vest	016-0000-67500	1,050.00
12/9/21	0	Quadient Leasing USA, Inc	Postage for machine	061-0000-10702	500.00
12/9/21	0	Quadient Leasing USA, Inc	Postage for machine	061-0000-10702	500.00
12/9/21	5081	Quality Inn	Relocation Benefits - Temp Housing - 1026 E Berrien St	013-0000-83100	683.28
12/9/21	5082	Quality Inn	Relocation Benefits - Temp Housing - 425 E Grove St	013-0000-83100	683.28
12/9/21	95807	Secretary of State, Jesse White	Vehicle Registration	001-0510-51000	150.00
12/9/21	5083	Suzie Warner	Relocation Benefits - Food Allowance - 425 E Grove St	013-0000-83100	147.29
12/9/21	0	UMB Bank, N.A.	BDS SRS 2015 - Principal	061-0000-20450	430,000.00
12/9/21	0	UMB Bank, N.A.	BDS SRS 2016 - Interest	043-0000-87300	120,806.26
12/9/21	0	UMB Bank, N.A.	BDS SRS 2015 - Interest	061-0000-87300	94,706.25
12/9/21	0	UMB Bank, N.A.	BDS SRS 2016 - Principal	043-0000-88100	395,000.00
12/9/21	0	Wells Fargo Merchant Services	11/21 Credit Card Fees	019-1925-51000	8.27
12/9/21	0	Wells Fargo Merchant Services	11/21 Credit Card Fees	019-1920-51000	458.78
12/13/21	0	Dan Burgland	Officiate V-Ball 12/08 - 3 games	019-1940-51400	60.00
12/13/21	6042	J W Summy Contracting Corp.	HUD Healthy Homes at 514 Monmouth Blvd	013-0000-83100	1,400.00
12/13/21	0	James Hartshorn	Officiate V-Ball 12/08 - 4 games	019-1940-51400	80.00
12/13/21	95808	Knox County Records Office	Release Lien - 962 E Main St	001-0160-51300	63.00
12/13/21	95808	Knox County Records Office	Release Liens - 958 W North St	061-0000-51000	63.00
12/13/21	0	Mike Hines	Officiate V-Ball 12/08 - 4 games	019-1940-51400	80.00
12/13/21	0	Oneida Network Services, Inc	12/21 Internet - Kerzi	001-0207-54000	50.00
12/13/21	20073	University of Illinois	Lead Exposure Reduction Project (2020 year portion)	013-0000-51000	1,613.76
12/13/21	20074	University of Illinois	Lead Exposure Reduction Project (2020 year portion)	013-0000-51000	2,093.56
				Grand Total	\$ 1,399,871.78

**COUNCIL LETTER
CITY OF GALESBURG, ILLINOIS
DECEMBER 6, 2021**

AGENDA ITEM: Special Ordinance to approve the 2021 levy for the Special Service Area #1 (Downtown Area).

SUMMARY RECOMMENDATION: It is recommended the City Council approve the Special Service Area Tax Levy Ordinance.

BACKGROUND: On January 20, 1975, the City Council approved Special Ordinance No. 75-4 which created, from the Special Service Area #1, a flat rate of \$1 per \$100 equalized assessed value. Money generated from this levy is utilized to pay maintenance services in the downtown area.

On May 2, 1992, the Downtown Council requested that at the time their levy for bond repayment expired, a new tax replace it in the amount of \$1.50 per \$100 of equalized assessed value to assist in covering operational expenses. Their request was approved and in 1995 the Downtown Council began receiving the new tax. The ordinance for the property tax stated that the tax shall not be levied for more than 10 years.

On November 18, 2013, the City Council approved a ten-year extension of the \$1.50 tax for the Special Service Area tax commencing on the 2014 property tax levy (payable in 2015). The tax levy must be approved in time to be filed with the Knox County Clerk by the last Tuesday in December 2021.

For the 2021 property tax, collected in 2022, the Special Service Area Number One board has requested that the City Council approve an extension that is over 105% of the 2020 property tax extension which will require a truth in taxation hearing to be held prior to the regular council meeting on December 6, 2021. The total increase for the Special Service Area Number One is \$43,275 or 32% when compared to the 2020 property tax extension. The following provides the comparison of tax extensions:

Tax Line Item	2020 Tax Extension	2021 Tax Request	Difference
Maintenance	\$54,290	\$72,000	\$17,710
Operations & Maintenance	\$81,435	\$107,000	\$25,565
Total	\$135,725	\$179,000	\$43,275

BUDGET IMPACT: The City uses replacement taxes to make up the difference between the amount received from the levy and the contract amount.

SUPPORTING DOCUMENTS:

1. SSA Tax Levy Ordinance

SPECIAL ORDINANCE NUMBER _____

AN ORDINANCE MAKING THE LEVY FOR THE SPECIAL SERVICE AREA #1 FOR THE CURRENT FISCAL YEAR COMMENCING THE FIRST DAY OF JANUARY, 2022 AND ENDING ON THE THIRTY-FIRST DAY OF DECEMBER, 2022, FOR THE CITY OF GALESBURG, ILLINOIS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GALESBURG, ILLINOIS:

SECTION 1: That a tax for the following sums of money, or as much thereof as may be authorized by law to defray all expenses and liabilities of the City be, and the same is, hereby levied for the purpose specified against all taxable property in the Special Service Area #1 in the City for the fiscal year commencing on the first day of January, 2022 and ending on the thirty-first day of December, 2022.

SPECIAL SERVICE AREA #1 MAINTENANCE	APPROPRIATED	LEVIED
Contractual Services SSA#1 Maintenance	\$187,000	
Total SSA #1 Maintenance	\$187,000	
Appropriated for the foregoing expenses of the Special Service Area #1 Maintenance from sources other than taxation.	\$8,000	
Levied as tax for Special Service Area #1 Maintenance Fund the sum of		\$72,000
Levied as tax for Special Service Area #1 an Additional Maintenance Fund for Special Services		\$107,000
Total Levy for Special Service Area		\$179,000

SECTION 2. The City Clerk of Galesburg is hereby directed to file with the County Clerk of Knox County, Illinois, a properly certified copy of this ordinance on or before the last Tuesday of December 2021.

SECTION 3. If any item or portion of this ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this ordinance.

SECTION 4. That this ordinance shall be in full force and affect after its passage and approval and recording as provided by law.

Approved this ____ day of _____, 20____, by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk

**COUNCIL LETTER
CITY OF GALESBURG
DECEMBER 6, 2021**

AGENDA ITEM: Ordinance for proposed ward and precinct redistricting map.

SUMMARY RECOMMENDATION: The Board of Election Commissioners recommends approval of the ordinance.

BACKGROUND:

The Board of Election Commissioners is required to change the boundaries of election precincts after each ten-year census following the completion of congressional and legislative redistricting and such precincts shall contain as nearly as practicable 1,200 registered voters. (As for wards, the action of the Commissioners is only a recommendation since the Council has the statutory obligation to redistrict wards.) The legislative, congressional and county board district boundaries have been finalized.

Therefore, the Board of Election Commissioners is proposing to rebalance the wards and precincts to correct for imbalances that have naturally occurred as residents and voters have moved in and out of wards and precincts over the past decade. The Board also proposes a reduction in precincts from 21 to 20 to more closely align the city with state standards.

BUDGET IMPACT: A \$1,500 reduction in election judge payroll expenses during even numbered years and a \$750 reduction during odd numbered years.

SUPPORTING DOCUMENTS:

1. Election statutes
2. Ordinance
3. Proposed redistricting map
4. Proposed ward changes from current boundaries map
5. Frequently Asked Questions

The Election Code of Illinois Annotated

(10 ILCS 5/11-3) (from Ch. 46, par. 11-3)

Sec. 11-3. It shall be the duty of the Board of Commissioners established by Article 6 of this Act, within 2 months after its first organization, to divide the city, village or incorporated town which may adopt or is operating under Article 6, into election precincts, each of which shall be situated within a single congressional, legislative and representative district insofar as is practicable and in not more than one County Board district and one municipal ward; in order to situate each precinct within a single district or ward, the Board of Election Commissioners shall change the boundaries of election precincts after each decennial census as soon as is practicable following the completion of congressional and legislative redistricting and such precincts shall contain as nearly as practicable: (i) 1,200 qualified voters if the precinct is located in a county with fewer than 3,000,000 inhabitants; or (ii) 1,800 registered voters if the precinct is located in a county with 3,000,000 or more inhabitants. Within 90 days after each presidential election, such board in a city with fewer than 500,000 inhabitants, village or incorporated town shall revise and rearrange such precincts on the basis of the votes cast at such election, making such precincts to contain, as near as practicable, 1,200 registered voters or 1,800 registered voters, as applicable. However, any apartment building in which more than 1,200 or 1,800 registered voters, as applicable, reside may be made a single precinct even though the vote in such precinct exceeds 1,200 or 1,800 registered voters, as applicable. Within 90 days after each presidential election, a board in a city with more than 500,000 inhabitants shall revise and rearrange such precincts on the basis of the votes cast at such election, making such precincts to contain, as near as practicable: (i) 1,200 registered voters if the precinct is located in a county with fewer than 3,000,000 inhabitants; or (ii) 1,800 registered voters if the precinct is located in a county with 3,000,000 or more inhabitants. However, any apartment building in which more than 1,200 registered voters or 1,800 registered voters, as applicable, reside may be made a single precinct even though the vote in such precinct exceeds 1,200 or 1,800 registered voters, as applicable.

ORDINANCE NO _____

WHEREAS, the Galesburg Board of Election Commissioners have proposed new ward and precinct lines for the City of Galesburg in conformity with the Illinois Election law; and

WHEREAS, the City Council has reviewed said new ward and precinct lines, and finds that the population of each new ward, as proposed, is nearly equal, and said wards are made up of as compact and contiguous territory as practicable, and said precincts are arranged in such a manner as to be practical and cost-effective to administer;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GALESBURG, KNOX COUNTY, ILLINOIS,

SECTION ONE: The ward and precinct lines for the City of Galesburg, Knox County, Illinois, be, and hereby are, redrawn and established as shown on the attached map.

SECTION TWO: Said map shall be, and hereby is, adopted by reference and hereby made part of this ordinance.

SECTION THREE: That all ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

SECTION FOUR: That this ordinance shall be in full force and effect from and after its passage, approval and publication as required by law, which publication shall be in pamphlet form.

Approved this ____ day of _____, 20____, by a roll call vote as follows:

Roll Call #:_____

Ayes:_____

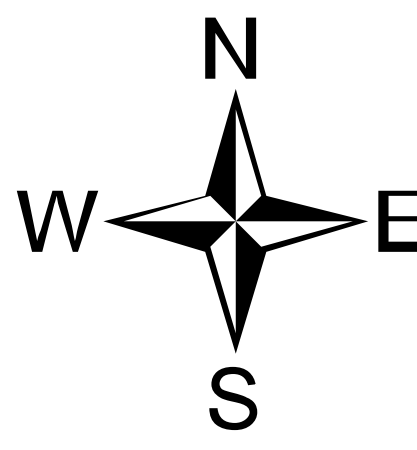
Nays:_____

Absent:_____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk



Ward Current Population Over 4,066 Proposed Population			
1	4,203	137	4,079
2	4,162	96	4,072
3	4,167	101	4,092
4	3,822	-244	4,092
5	3,582	-484	4,029
6	4,233	167	4,059
7	4,294	228	4,040

Proposed Precincts

Proposed Wards

First Ward

Second Ward

Third Ward

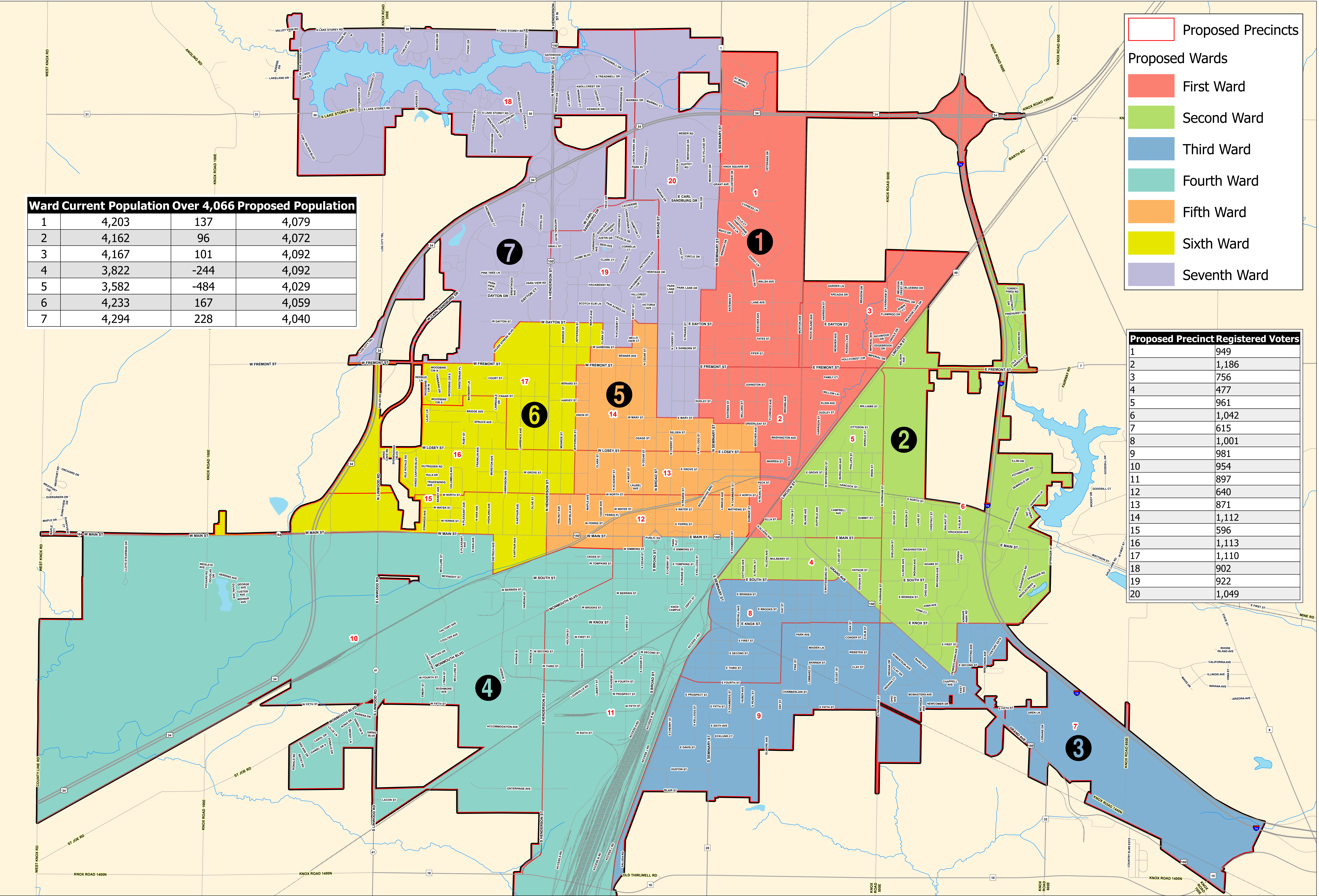
Fourth Ward

Fifth Ward

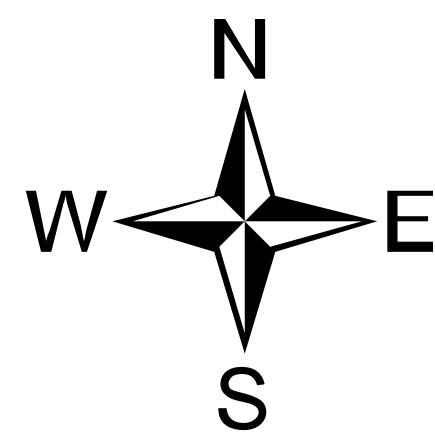
Sixth Ward

Seventh Ward

Proposed Precinct Registered Voters	
1	949
2	1,186
3	756
4	477
5	961
6	1,042
7	615
8	1,001
9	981
10	954
11	897
12	640
13	871
14	1,112
15	596
16	1,113
17	1,110
18	902
19	922
20	1,049



Proposed Ward Changes



Current Wards

Proposed Changes

From 1 to 7

From 2 to 1

From 2 to 3

From 2 to 4

From 3 to 2

From 4 to 3

From 4 to 6

From 5 to 6

From 6 to 4

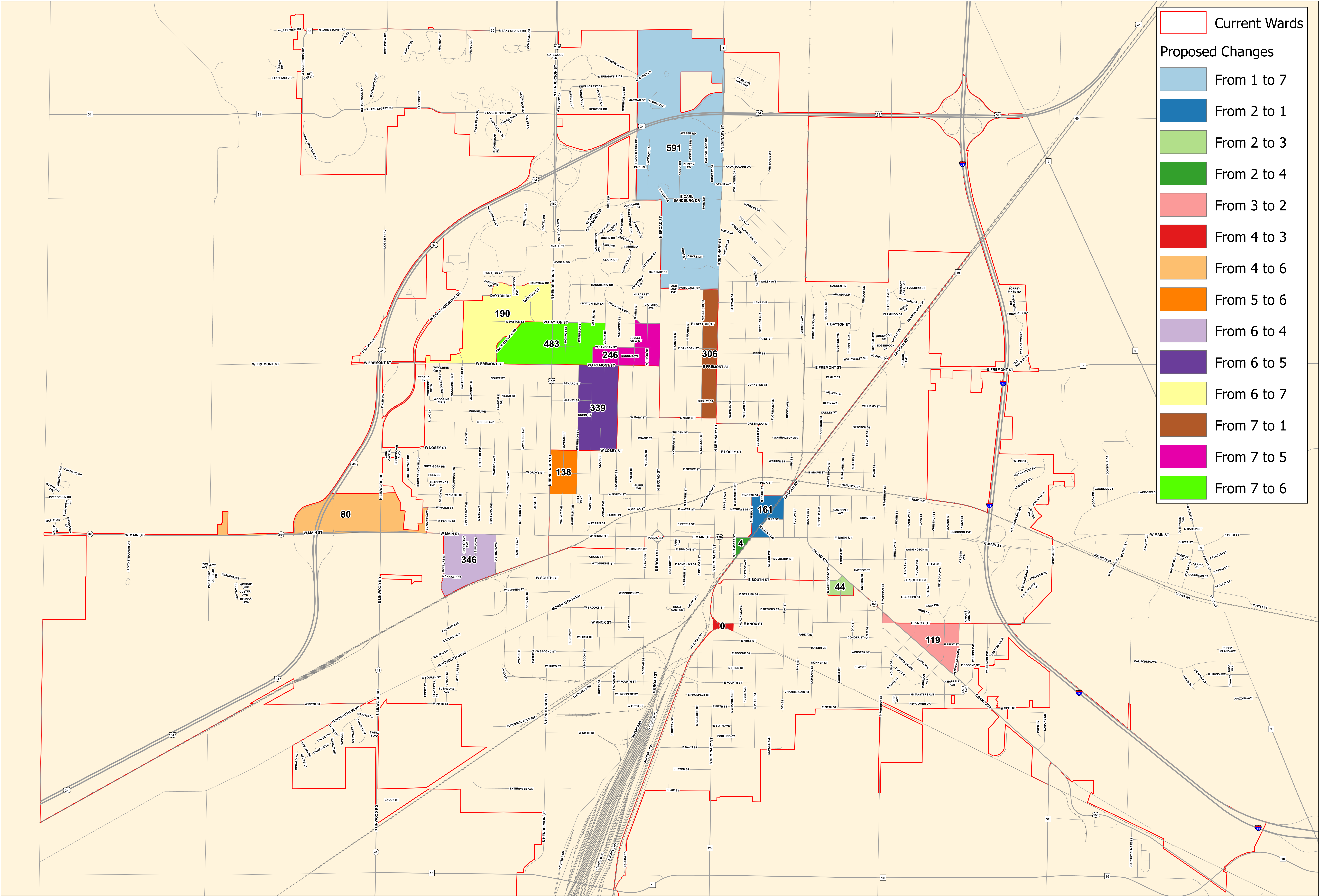
From 6 to 5

From 6 to 7

From 7 to 1

From 7 to 5

From 7 to 6



FREQUENTLY ASKED QUESTIONS

Galesburg Board of Election Commissioners

Have legislative and congressional boundary lines been set by the state?

Governor Pritzker signed both redistricting maps on November 15, 2021. The County Board District lines were finalized on October 28, 2021.

Does each alderperson reside in the same ward as they have in the past?

Yes. Each current alderperson resides in the same ward as they have in the past.

What are wards based on?

State statutes require that wards be based on population, not voters. This is in line with the federal requirement of one person/one vote. Each alderperson represents every person in his or her ward whether they choose to register to vote and vote or not. Each alderperson represents people who can't vote, such as minors. City Council has the statutory duty for wards as nearly equal, compact and contiguous territory, as practicable.

What are the current and proposed ward populations?

	Current	Proposed
Ward 1	4,203	4,079
Ward 2	4,162	4,072
Ward 3	4,167	4,092
Ward 4	3,822	4,092
Ward 5	3,582	4,029
Ward 6	4,233	4,059
Ward 7	<u>4,294</u>	<u>4,040</u>
Total	28,463	28,463

What are the precincts based on?

State statutes require that precincts are based on registered voters rather than population because one person/one vote is not an issue in precincts. The Board of Election Commissioners has the statutory duty to arrange the city into election precincts, each of which shall be situated within a single congressional, legislative and representative district insofar as is practicable and in not more than one County Board district and one municipal ward; in order to situate each precinct within a single district or ward after each 10-year census.

What is a "Natural" boundary?

"Natural" refers to "nature". A railroad track is not a natural boundary, just as a street is not a natural boundary. For example, Cedar Fork is natural, but there are numerous bridges so it doesn't pose a problem.

Is the Henry Hill Correctional Center population included in the proposed ward map?

Henry Hill population is not included in the proposed ward map. This is based on a 1992 case law review.

(Continued on next page)

FREQUENTLY ASKED QUESTIONS (continued)

Are the Knox County Jail and Mary Davis Home populations included in the proposed ward map?

Our General Counsel has advised us to include them. Both facilities have pre-detainees.

Is there a deadline?

The 2022 Primary Election candidates can begin circulating signature petitions on January 14, 2022. This includes candidates for Congress and Governor. The political parties and candidates will need voter walklists. Walklists can only be provided after redistricting is finalized and the election office has time to administer the changes to the local voter database. If ward and precinct redistricting is finalized at the December 20, 2021 City Council meeting, it is expected that the Galesburg Board of Elections will have enough time to update the local voter database so walklists can be available to candidates by January 14, 2022. Otherwise, candidate contact information will be taken and candidates will be contacted as soon as the walklists become available.

Rev. 11/29/21

**CITY OF GALESBURG
COUNCIL LETTER
DECEMBER 20, 2021**

AGENDA ITEM: Resolution authorizing the acquisition of permanent easements for the South Street Storm Sewer Replacement Project.

SUMMARY RECOMMENDATION: The City Manager, Director of Public Works, and City Engineer recommend approval of the resolution.

BACKGROUND: The scope of the project is to replace a section of deteriorated and failing brick storm sewer across South Street between Academy Street and Holton Street. The project will include replacement of approximately 550 feet of 54" brick sewer with new 60" concrete storm sewer. The existing sewer runs near and underneath structures and houses and the new sewer will be realigned to a location with more separation from existing structures in the area. The bid documents are complete, and the city is currently in the process of acquiring the permanent easements needed for the project. City staff has met with all the owners and offered the appraised values to all the owners. Some of the property owners felt their specific easement had a bigger impact on their property value than the appraised value. City staff worked with the property owners and came to an agreement with all the property owners on the value of the seven easements as shown in the table below.

Address	Appraised Value	Settled Value
588 W. Tompkins Street	\$500	\$500
544 W. Tompkins Street	\$500	\$500
523 W. South Street	\$500	\$500
545 W. South Street	\$500	\$2,250
535 W. South Street	\$500	\$2,250
505 W. South Street	\$1,800	\$3,500
518 W. South Street	\$1,500	\$1,500
Total	\$5,800	\$11,000

Given the need for the project, the location and size of the easement, and the alternative cost for eminent domain proceedings, City staff determined that the proposed settled values are reasonable, and approval is recommended. The compensation amounts are for the permanent easements to the City but there were also temporary easements needed for the construction which are being donated by the property owners at no additional cost to the City.

BUDGET IMPACT: The cost for the 7 permanent easements of \$11,000 will be paid from the City's Storm Sewer Fund (Fund 18). This is a planned and budgeted project for 2021.

SUPPORTING DOCUMENTS:

1. Resolution

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE ACQUISITION OF PERMANENT EASEMENTS FOR THE SOUTH STREET STORM SEWER PROJECT

WHEREAS, An existing 54 inch brick arch storm sewer is in need of replacement from approximately 200 feet south of the 500 block of South Street to approximately 160 feet north and 135 feet west of the 500 block of South Street; and

WHEREAS, It is necessary to acquire permanent easements to replace and reconstruct the existing 54 inch brick arch storm sewer; and

WHEREAS, The City of Galesburg hired a certified real estate appraiser to determine the fair market value of the required permanent easements; and

WHEREAS, The City offered the full appraised value to the affected property owners for the required permanent easements but some of the property owners did not agree with the appraised value and offered counter proposals.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Galesburg as follows:

SECTION 1 The Mayor, City Clerk, City Attorney, and City Engineer are hereby authorized and directed to acquire the following permanent easements for the South Street Storm Sewer Project at the Settled Value amount shown and execute any and all necessary documents to complete the acquisition of the permanent easements.

Address	Appraised Value	Settled Value
588 W. Tompkins Street	\$500	\$500
544 W. Tompkins Street	\$500	\$500
523 W. South Street	\$500	\$500
545 W. South Street	\$500	\$2,250
535 W. South Street	\$500	\$2,250
505 W. South Street	\$1,800	\$3,500
518 W. South Street	\$1,500	\$1,500
Total	\$5,800	\$11,000

SECTION 2 The Mayor and the City Clerk are hereby authorized and directed to execute and attest, respectively, said resolution,

SECTION 3 The Storm Sewer Fund (Fund 18) shall be utilized to pay for the required permanent easements.

Approved this ____ day of _____, 20____, by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Peter Schwartzman, Mayor

ATTEST:

Kelli R. Bennewitz, City Clerk

**CITY OF GALESBURG
COUNCIL LETTER
DECEMBER 20, 2021**

AGENDA ITEM: Bids for supplying traffic signal LED modules

SUMMARY RECOMMENDATION: The City Manager, Director of Public Works, City Engineer, and Purchasing Agent recommend approval of the bid in the amount of \$63,377.00 from MoboTrex, Inc.

BACKGROUND: In 2012, City staff replaced all of the LED modules on the traffic signals within the City. At the time of installation, LED modules came with a 5-year warranty and the life expectancy of the LED modules was seven years. The current LED modules have performed well and have exceeded their life expectancy. However, the LED modules lose their intensity and burn out over time and therefore need to be replaced. LED technology has improved, and some manufacturers now provide an LED module that is designed to perform for 15 years and comes with a 15-year warranty. The City's bid specifications required vendors to provide a 15-year performance and warranty LED module.

A bid request was formed and advertised in the Galesburg Register Mail, placed on the City website, and sent to vendors that provide LED modules. A total of four vendors responded to this bid request. A detailed tabulation is attached to this document. The low bid that also met the required specifications was submitted by Mobotrex, Inc. in the amount of \$63,377.00. General Traffic Equipment Corp. provided a lower bid in the amount of \$59,942.75. However, after a review of their proposed product and a discussion with the product manufacturer, it was determined that the LED module did not meet the required bid specifications. A 15-year warranty was provided, but the product was not designed to perform for 15 years as was specified. Therefore, staff recommends approval of the next lowest bid submitted by Mobotrex, Inc. It will take approximately 60-90 days to receive the materials. City forces will begin replacement of the LED modules early next Spring.

BUDGET IMPACT: There are sufficient funds budgeted in the Building Repair and Maintenance Fund (Fund 053) for this purchase.

SUPPORTING DOCUMENTS:

1. Vendors contacted
2. Bid Tabulation

VENDORS CONTACTED:

Traffic Control Corp., Woodridge, IL

Excellence Opto Inc., Pomona, CA

General Traffic Equipment Corp., Newburgh, NY

3E, Davenport, IA

Advanced Traffic, Everett, WA

Signal Control Products, Inc., Branchburg, NJ

Mobotrex Inc, Davenport, IA

[illegible]

TRAFFIC ADVISORY COMMITTEE

DECEMBER 2021 REPORT

MISSION: To provide technical recommendations for policy decisions by the City Council in order to create safe, efficient, serviceable streets for residents, visitors, and public safety operation

21-35> Request to install a designated handicapped parking space near 121 S. Prairie St. (Ward 4, Ald. White)

- An employee for the Knox County Veterans Assistance Commission at 121 S. Prairie requested a designated handicapped parking space near the business. The employee has a handicapped parking placard and said that there is not a designated handicap parking space nearby.
- The nearest handicap parking space is in the city-owned parking lot on the north side of Simmons St. between Prairie St. and Kellogg St.
- City ordinance provides for the City Manager to designate handicap parking spaces when determined they are necessary.
- There are three street parking spaces located directly in front of the building entrance. Courtesy 2-hour parking signs were installed for the three spaces. There is an additional on street parking space just south of the building that has not been designated as 2-hour parking.
- TAC recommends the addition of the handicapped parking spot in an on-street parking spot directly in front of the building. In consulting with the various tenants of the business at 121 S. Prairie, a designated handicapped spot directly in front of the building would be beneficial to both employees and customers. There are frequently elderly and handicapped customers that visit the offices.

Location Map



Recommendation: Add a designated handicap parking space

21-36> Request to prohibit vehicles from turning right on red from Broad St. onto Carl Sandburg Drive . (Ward 1, Ald. Hix)

- A resident requested that turning right on a red light should be prohibited for motorists traveling northbound on Broad St. and turning right onto Carl Sandburg Drive at the signalized intersection. The resident stated that they have witnessed many instances of vehicles not stopping at all and is concerned that there will be crashes or incidents with pedestrians.
- The MUTCD guidance states that No Turn on Red should be considered if one or more of the following conditions are met:
 1. Inadequate sight distance to vehicles approaching from the left (or right, if applicable);
 2. Geometrics or operational characteristics of the intersection that might result in unexpected conflicts;
 3. An exclusive pedestrian phase;
 4. An unacceptable number of pedestrian conflicts with right-turn-on-red maneuvers, especially involving children, older pedestrians, or persons with disabilities;
 5. More than three right-turn-on-red accidents reported in a 12-month period for the particular approach; or
 6. The skew angle of the intersecting roadways creates difficulty for drivers to see traffic approaching from their left.
- The committee agreed that none of the warrants were likely met for prohibiting right turn on red. However, crash data was not available at the time of the meeting, therefore it should be reviewed before making a final recommendation.

Location Map

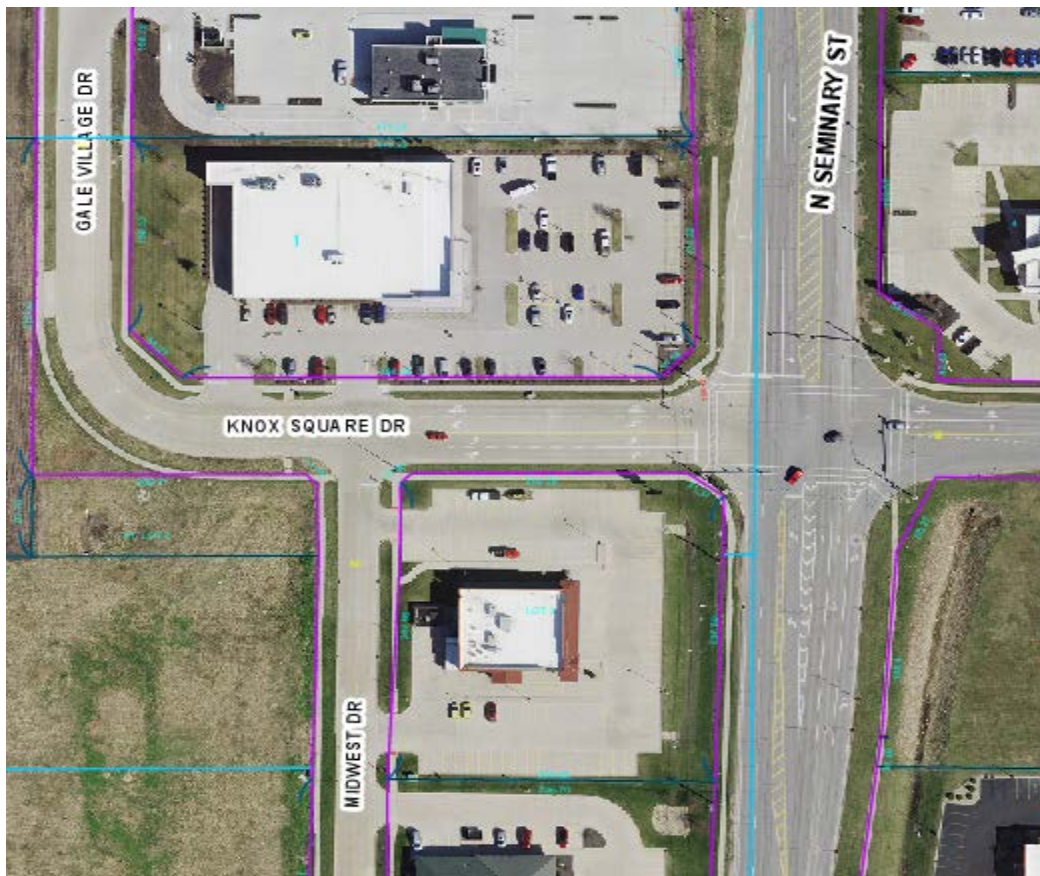


Recommendation: Further study when crash data is available for review

21-37> Request to determine a location for a bus shelter near Aldi supermarket on N. Seminary St. (Ward 1, Ald. Hix)

- A request was made to have the Traffic Advisory Committee make a recommendation for the location of a bus shelter near Aldi supermarket on N. Seminary St. The City currently has an unused shelter that could be installed at this location.
- The shelter is approximately 7' wide and would need to be placed within the ROW on a constructed concrete pad.
- The current bus routes near this location are shown on the attached map.
- The north side of Knox Square Drive has approximately 11 feet of ROW width with the sidewalk taking up 5 feet. There would be limited space to install a bus shelter in this area. Midwest Drive to the south has approximately 15 feet of ROW on both sides with 5 feet of sidewalk.
- The committee recommends placing the bus shelter on the west side of Midwest Drive. This is the closest location in which the existing bus shelter would fit on the ROW. Also, this location would be less disruptive to traffic flow when the bus is stopped for drop off and pick up.

Location Map





Recommendation: Place the bus shelter on the west side of Midwest Drive.

**COUNCIL LETTER
CITY OF GALESBURG
DECEMBER 20, 2021**

AGENDA ITEM: 2022 Classification and Salary Schedule for Fire, Police, AFSCME, Exempt, Non-Represented Hourly, and Temporary Seasonal & Part-Time Hourly employees.

SUMMARY RECOMMENDATION: The City Manager and City Attorney & Administrative Services Director recommend approval of the 2022 Classification and Salary Schedule.

BACKGROUND: The attached 2022 Classification and Salary Schedule reflects the contractually agreed upon wage increases for all employees which include:

- A 2.5% Increase for Police, Exempt, and Non-Represented Hourly employees.
- A 2% Increase for AFSCME employees.
- A 2.25% Increase for Fire employees.
- Increase to part time wages to comply with minimum wage law.

BUDGET IMPACT: All changes are consistent with the FY 2022 budget.

SUPPORTING DOCUMENTS:

1. 2022 Classification and Salary Schedule

CITY OF GALESBURG

Illinois, USA



2022

Classification & Salary Schedule

Administration
55 West Tompkins Street
Galesburg, IL 61401

City of Galesburg, IL
Classification & Salary Schedule
Effective January 1, 2022

Approved by City Council on December 20, 2021

Table of Contents

Page	Group
2	AFSCME
3	Police
4	Fire
5	Exempt
6	Non-Represented Hourly
7	Temporary, Seasonal, Part Time, Other

1/1/2022

**Employees represented by the American Federation of
State County & Municipal Employees Local 1173**

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
3 A	11.45	11.75	12.04	12.34	12.64	12.95	13.28	13.61	13.95	14.31	14.66
7A	13.92	14.26	14.61	14.98	15.36	15.75	16.14	16.54	16.95	17.38	17.81
9 A	15.35	15.73	16.13	16.54	16.95	17.37	17.80	18.25	18.71	19.17	19.65
10 A	16.13	16.54	16.95	17.37	17.80	18.25	18.71	19.17	19.65	20.12	20.62
11 A	16.93	17.35	17.78	18.23	18.69	19.15	19.62	20.11	20.61	21.13	21.66
12 A	17.77	18.22	18.68	19.14	19.61	20.10	20.60	21.12	21.65	22.20	22.75
13 A	18.67	19.13	19.60	20.09	20.59	21.09	21.63	22.17	22.73	23.30	23.88
14 A	19.59	20.08	20.57	21.08	21.61	22.16	22.72	23.29	23.87	24.46	25.07
15 A	20.56	21.07	21.60	22.14	22.71	23.28	23.85	24.45	25.05	25.67	26.33
16 A	21.59	22.13	22.70	23.26	23.84	24.43	25.04	25.66	26.32	26.97	27.64
18 A	23.81	24.40	25.01	25.63	26.29	26.94	27.61	28.29	29.01	29.72	30.48
19 A	25.00	25.62	26.28	26.92	27.59	28.27	28.99	29.71	30.46	31.21	32.00

Pay Ranges and Classification Titles

Range	Title
3 A	Custodian I
7 A	Handivan Driver Transit Dispatcher
9 A	Secretary I
10 A	Bus Driver
11 A	Public Safety Clerk Transit Clerk
12 A	Account Clerk I Custodian II Recreation Activity Specialist
13 A	Junior Accountant

Pay Ranges and Classification Titles

Range	Title
14 A	Information Systems Technician Utility Maintenance Community Service Officer Property Compliance Officer
15 A	Communications Dispatcher/Clerk II
16 A	Engineering Technician I Maintenance Worker
18 A	Heavy Equipment Operator PSB IS Tech Transit Technician* Water Meter Shop Foreman
19 A	Crew Foreman Engineering Technician II Mechanic Transit Shop Foreman**

*Note: For the Transit Technician position, to advance to Step C requires both Brakes and Air Conditioning & Heating ASE Certifications.

**Note: For the Transit Shop Foreman position, to advance to Step C requires Master ASE Certification status.

1/1/2022

Sworn Employees in the Galesburg Police Department

Personnel Represented by the Public Safety Employees' Organization

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I
19 P	27.97	28.67	29.39	30.11	30.87	31.64	32.42	33.24	34.07

Pay Ranges and Classification Titles	
Range	Title
19 P (hourly base wage)	Police Patrol Officer

Sworn Exempt Personnel in the Galesburg Police Department

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
22 EX	61,210.58	62,733.99	64,307.32	65,905.64	67,553.90	69,252.13	70,975.29	72,748.43	74,571.52	76,419.57	78,342.54
24 EX	67,254.23	68,927.45	70,650.64	72,423.78	74,221.88	76,094.91	77,992.91	79,940.88	81,938.77	83,986.60	86,084.41
26 EX	73,922.21	75,770.26	77,668.26	79,591.23	81,589.12	83,636.97	85,709.79	87,857.53	90,055.23	92,302.87	94,625.42
28 EX	81,499.20	83,536.68	85,625.10	87,765.73	89,959.87	92,208.86	94,514.09	96,876.93	99,298.85	101,781.32	104,325.85
32 EX	98,471.35	100,918.80	103,466.10	106,038.40	108,685.62	111,407.75	114,204.80	117,051.81	119,973.73	122,973.08	126,047.42

Pay Ranges and Classification Titles	
Range	Title
22 EX	Police Sergeant
24 EX	Police Lieutenant
28 EX	Police Deputy Chief
32 EX	Police Chief

Sworn Employees in the Galesburg Fire Department**Sworn Personnel Represented by I.A.F.F. Local No. 555**

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G
19 F (80)*	25.75	27.03	28.39	29.82	31.30	32.87	34.53
19 F (106)	18.96	19.90	20.90	21.94	23.04	24.17	25.40
21 F (80)*	28.39	29.82	31.30	32.87	34.53	36.23	38.05
21 F (106)	20.90	21.94	23.04	24.17	25.40	26.67	28.01

*includes 2.5% staff position incentive

Pay Ranges and Classification Titles	
Range	Title
19 F (80)	Firefighter (80)
19 F (106)	Firefighter (106)
21 F (80)	Fire Captain (80)
21 F (106)	Fire Captain (106)

Note: For the ranges above, Step F requires a Fire Science Certificate and Step G an Associate Degree in Fire Science

Sworn Exempt Personnel in the Galesburg Fire Department

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
23 EX (106)	64,157.49	65,761.41	67,405.46	69,090.60	70,817.87	72,588.30	74,403.01	76,263.08	78,169.67	80,123.90	82,127.00
27 EX	77,618.32	79,541.28	81,539.18	83,587.02	85,659.84	87,807.58	90,005.28	92,252.90	94,550.50	96,923.02	99,345.45
31 EX	93,726.36	96,073.89	98,471.37	100,918.80	103,466.10	106,038.40	108,685.62	111,407.75	114,204.80	117,051.81	119,973.73

Pay Ranges and Classification Titles	
Range	Title
23 EX (106)	Fire Battalion Chief
27 EX	Fire Deputy Chief
31 EX	Fire Chief

1/1/2022

Exempt Salaried Personnel (EX)

Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
15 EX	44,128.55	45,227.41	46,376.19	47,524.98	48,723.72	49,922.45	51,171.15	52,444.80	53,768.41	55,116.99	56,490.55
17 EX	48,242.03	49,647.75	50,871.46	52,145.12	53,443.76	54,792.33	56,165.89	57,564.42	59,012.89	60,486.35	61,984.77
18 EX	50,751.46	52,018.43	53,309.75	54,649.79	56,014.21	57,403.01	58,840.51	60,302.39	61,812.99	63,372.34	64,956.65
19 EX	53,236.67	54,552.33	55,916.76	57,329.91	58,743.06	60,229.30	61,715.54	63,274.87	64,858.57	66,466.64	68,128.31
20 EX	55,716.37	57,114.89	58,538.39	60,011.83	61,510.26	63,033.66	64,607.01	66,230.29	67,878.58	69,576.77	71,324.94
21 EX	58,463.48	59,911.94	61,410.36	62,958.75	64,532.07	66,130.41	67,803.64	69,476.88	71,225.05	72,998.17	74,821.25
22 EX	61,210.58	62,733.99	64,307.32	65,905.64	67,553.90	69,252.13	70,975.29	72,748.43	74,571.52	76,419.57	78,342.54
23 EX	64,157.49	65,755.80	67,404.05	69,077.30	70,800.48	72,573.63	74,396.70	76,244.76	78,167.73	80,115.67	82,113.58
24 EX	67,254.23	68,927.45	70,650.64	72,423.78	74,221.88	76,094.91	77,992.91	79,940.88	81,938.77	83,986.60	86,084.41
26 EX	73,922.21	75,770.26	77,668.26	79,591.23	81,589.12	83,636.97	85,709.79	87,857.53	90,055.23	92,302.87	94,625.42
27 EX	77,618.32	79,541.28	81,539.18	83,587.02	85,659.84	87,807.58	90,005.28	92,252.90	94,550.50	96,923.02	99,345.45
28 EX	81,449.20	83,536.68	85,625.10	87,765.73	89,959.87	92,208.86	94,514.09	96,876.93	99,298.85	101,781.32	104,325.85
29 EX	85,240.28	87,373.04	89,540.78	91,778.41	94,085.97	96,428.52	98,840.98	101,288.40	103,840.71	106,427.98	109,085.19
31 EX	93,726.36	96,073.89	98,471.37	100,918.80	103,466.10	106,038.40	108,685.62	111,407.75	114,204.80	117,051.81	119,973.73
32 EX	98,471.35	100,918.80	103,466.10	106,038.40	108,685.62	111,407.75	114,204.80	117,051.81	119,973.73	122,973.08	126,047.42
33 EX	103,394.92	105,964.75	108,639.41	111,340.32	114,119.90	116,978.15	119,915.05	122,904.40	125,972.42	129,121.74	132,349.79
34 EX	108,272.30	110,973.21	113,752.79	116,563.79	119,574.15	122,484.85	125,552.88	128,699.55	131,924.90	135,202.71	138,585.40

Pay Ranges and Classification Titles	
Range	Title
15 EX	Deputy City Clerk Recreation Coordinator
17 EX	Executive Assistant
18 EX	Staff Accountant
19 EX	Benefits & Insurance Coordinator Human Resources Generalist
20 EX	General Inspector Golf Professional Purchasing Agent Recreation Supervisor
22 EX	Associate Planner 9-1-1 Coordinator Garage Superintendent Network Administrator Transit Operations Supervisor

Pay Ranges and Classification Titles	
Range	Title
23 EX	GIS Analyst Information Systems Supervisor Project Manager I
24 EX	Code Compliance Supervisor Housing Program Coordinator Park Superintendent
26 EX	Assistant Finance Director Project Manager II Transit Manager
27 EX	Water Superintendent
29 EX	Director of Parks and Recreation
31 EX	City Engineer Director of Community Development Director of Finance & Information Systems
33 EX	Director of Public Works
34 EX	City Attorney / Administrative Services Director

1/1/2022

Non-Represented Hourly (NRH) Overtime Eligible											
Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
15 NRH	21.21	21.76	22.28	22.85	23.41	24.00	24.61	25.23	25.86	26.50	27.16
19 NRH	25.59	26.22	26.89	27.56	28.24	28.96	29.67	30.42	31.18	31.95	32.76
20 NRH	26.79	27.46	28.15	28.84	29.56	30.31	31.06	31.84	32.65	33.47	34.30
21 NRH	28.11	28.80	29.53	30.27	31.02	31.81	32.61	33.43	34.22	35.08	35.98

Pay Ranges and Classification Titles	
Range	Title
15 NRH	Secretary II Transit Assistant
19 NRH	Greenkeeper Water Lab Supervisor
20 NRH	Arborist Water Distribution Supervisor Water Operations Supervisor Water Production Supervisor
21 NRH	Maintenance Supervisor Traffic Supervisor

1/1/2022

Temporary, Seasonal and Part-Time Hourly Employees

Range	Step A	Step B	Step C	Step D	Step E	Step F
1 TT	8.50	n/a	n/a	n/a	n/a	n/a
1 T	12.00	n/a	n/a	n/a	n/a	n/a
4 T	12.00	12.50	13.00	14.00	n/a	n/a
5 T	13.00	13.50	15.00	15.50	16.00	16.50
6 T	16.00	16.50	17.00	17.50	18.00	18.50

Pay Ranges and Classification Titles			
Range	Title	Range	Title
1 TT Teen Range	Building Attendant	5 T	Administrative Assistant
	Clerk		Building Services Worker
	Data Entry Clerk		Community Serv Officer
	Maintenance Worker		ETSB Assistant
	Recreation Attendant		Handivan Driver
	School Crossing Guard		Public Safety Data Entry Clerk
	Softball Scorekeeper		Special Projects Coordinator
	Summer Camp Counselor		Transit Building Services Worker
4T	Tennis Instructor	6 T	Transit Dispatcher
	Account Clerk		Water Collection Clerk
	Building Attendant	6 T	Bus Driver
	Campground Attendant		
	Clerk		
	Crew Supervisor		
	Custodian		
	Data Entry Clerk		
	Engineering Aide		
	Equipment Operator		
	Golf Starter/Marshall		
	Head Crossing Guard		
	Head Lifeguard/WSI		
	Lifeguard		
	Maintenance Worker		
	Recreation Attendant		
	Recreation Specialist/Instructor		
	School Crossing Guard		
	Softball Scorekeeper		
	Summer Camp Counselor		
	Tennis Instructor		
	Wading Pool Maintenance		
	Water Plant Maintenance		

Other Positions

Title	Annual Salary
Board of Fire & Police Chairman	\$660.00
Board of Fire & Police Commissioners	\$300.00
College Intern	Weekly Stipend \$100.00

**CITY OF GALESBURG
COUNCIL LETTER
DECEMBER 20, 2021**

AGENDA ITEM: Agreement with Bruner, Cooper, and Zuck, Inc. to provide Architectural and Engineering Services for a feasibility study to locate the National Railroad Hall of Fame (NRHOF) at 465 Mulberry Street.

SUMMARY RECOMMENDATION: The City Manager and Director of Public Works recommend approval of an agreement with Bruner, Cooper, and Zuck, Inc. to prepare a feasibility study for the NRHOF in an amount not to exceed \$11,000.

BACKGROUND: The NRHOF has requested the city to evaluate the cost for the NRHOF to occupy one floor in the building located at 465 Mulberry Street as a possible lower cost alternative to construction of a new building to house the NRHOF due to the high cost of new construction. The City of Galesburg owns the existing 3 story building located at 465 Mulberry Street and does not currently have a plan for the building. The proposed plan would be for the NRHOF to occupy the first floor. In the future, as they grow, they could possibly expand to the 2nd floor of the building as well. Each floor of the building contains approximately 7,800 s.f. and would have more than enough space for the NRHOF.

The proposed feasibility study would include the following:

- Develop a floor plan drawing
- Develop a cost estimate which would include window replacement, mechanical, and electrical components, and any other general improvements needed for the entire building.
- Site improvements including utilities, drainage, parking lot, ADA accessibility to the main floor, exterior lighting, landscaping, etc.
- Build out for the NRHOF on the main floor

A report will be issued summarizing the cost for the NRHOF to locate into the main floor of this building. If the cost is substantially less to renovate than new construction, the Foundation Board may elect to renovate 465 Mulberry rather than to build a new building.

BUDGET IMPACT: The cost of the agreement with Bruner, Cooper, and Zuck, Inc is a not to exceed \$11,000 and would be paid from the Economic Development Fund (24).

SUPPORTING DOCUMENTS:

1. Agreement with Bruner, Cooper, and Zuck, Inc.

Bruner, Cooper & Zuck Inc.



Engineers • Architects • Land Surveyors

November 29, 2021

Mr. Wayne Carl
City Hall
55 West Tompkins Street
Galesburg, Illinois 61401

Subject: Proposal for Architectural and Engineering Services for National Railroad Hall of Fame (NRRHOF)
Feasibility study to locate into Ferris Building at 465 Mulberry Street
Galesburg, Illinois

Dear Wayne:

Thank you for contacting our firm regarding architectural and engineering services required for subject project. We are certainly interested in this Project, and we are pleased to present this brief proposal for your consideration.

After discussing this Project with you, we anticipate the following Scope of Work for the NRRHOF to be located inside the existing Ferris Building located at 465 Mulberry Street. It is our understanding that the City and the RRHOF would like to see what the estimated cost would be to locate the RRHOF on the 1st (Main) floor of the building:

1. Meet with NRRHOF representatives to determine a schematic floor plan/programming space for the Main floor of the building.
2. Develop schematic floor plan drawing to illustrate item #1 above.
3. Develop project cost estimate to include the following:
 - a. Replacement of windows for entire building.
 - b. Mechanical and electrical components for entire building.
 - c. Any other general improvements needed for entire building, assuming only first floor is occupied by NRRHOF.
 - d. Site improvements including utilities, drainage, parking lot, handicapped accessibility to Main floor, exterior lighting, landscaping, etc.
 - e. Build out for NRRHOF in Main floor.
4. Provide report with summary of proposed improvements and associated cost estimates.

835 Golden Valley Drive
Bettendorf, IA 52722
563.355.1856

188 E. Simmons Street
Galesburg, IL 61401
309.343.9282

308 N. 3rd Street
Burlington, IA 52601
319.752.9282

BRUNER, COOPER & ZUCK, INC.

Engineers, Architects & Land Surveyors

City of Galesburg, Wayne Carl

- 2 -

November 29, 2021

Based upon the above outlined Scope of Work, we propose that our total fee for this Project will not exceed \$11,00.00. Our firm is available to begin work on this Project immediately upon City authorization.

Thank you again for the opportunity to submit this proposal, and please feel free to contact that undersigned with any questions or comments that you may have.

Sincerely,

BRUNER, COOPER & ZUCK, INC.



Kevan J. Cooper, P.E., P.L.S.

pbb
enc

.....
The undersigned accepts this proposal and our Terms and Conditions attached hereto:

Proposal and Terms & Conditions accepted this _____ day of _____, 2021

Signature: _____

Print: _____



Standard of Care: Services provided by Bruner, Cooper & Zuck, Inc. (BCZ) under this Agreement will be performed in a manner consistent with the human degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances in this geographic area.

Additional Services: When additional services beyond the defined scope are requested, an amendment will be prepared by and approved by the Client prior to commencing work. Additional services shall be performed on a time and material basis at BCZ's Standard Hourly Rates, or for a negotiated fee.

Responsibilities of the Client: The Client shall be required to provide full information regarding the requirements for this project and shall designate a representative authorized to act on its behalf with respect to the Project. All communication and authorization shall be by or through this representative. The Client shall examine documents prepared by BCZ and shall render decisions related to the project promptly, to avoid unreasonable delay in the performance of services. If the Client becomes aware of any fault or defect in BCZ's services or non-conformance with the agreed to Scope of Services, the Client will provide prompt notice to BCZ. The Client will provide access to all areas necessary for completion of this project. Any expense related to notification of landowners or obtaining access rights will be at the Client's sole expense unless indicated otherwise under Scope of Services. If BCZ is not given access to areas necessary for completion of this project during scheduled site visits, BCZ will inform the client of difficulties in accessing the property and will invoice the Client for repeat visits as an additional service.

Engagement of Sub consultants: BCZ may engage the services of sub consultants when, in BCZ's sole opinion, it is appropriate to do so to complete the required Scope of Work. These sub consultants may include but are not limited to: Geotechnical, Mechanical or Electrical Engineers, Architects, Landscape Architects, and testing laboratories.

Billing/Payment: The Client agrees to pay BCZ for all services performed and all costs incurred. Invoices for BCZ's services shall be submitted either upon completion of such services or on a monthly basis. Invoices shall be due and payable within 30 days of invoice date. Client shall notify BCZ of any objections to the invoice within five working days of receipt. Payment of any invoice indicates Client's acceptance of this Agreement and satisfaction with BCZ's services. Payment of invoices is in no case subject to unilateral discounting, back-charges, or set-offs by the Client, and payment for services rendered is due regardless of suspension or termination of this Agreement by either party. A finance charge (late fee), computed by a single periodic rate of 1.5% per month which is an annual percentage rate of 18%, will be added to the total account balance for accounts over 30 days old. The minimum finance charge is \$5.00. In the event, any portion of an account remains unpaid 120 days after the billing, BCZ may institute collection action. If BCZ is successful in collection proceedings, the Client agrees to pay the fee due, plus interest, as well as all costs of collection, and BCZ's reasonable attorney's fees. In no case will with Client postpone, withhold or make payment contingent upon the construction, completion or success of the project or upon receipt by the Client of offsetting reimbursement or credit from other parties, firms, agencies, or individuals.

Indemnifications: The Client shall, to the fullest extent permitted by law, indemnify and hold harmless BCZ, its officers, directors, employees, agents and consultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of the services under this agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of BCZ.

Limitation of Liability: It is agreed that BCZ's liability for this project for negligent acts, errors, or omissions, and all claims, losses, cost, damages, cost of defense, expenses from any cause, including Client, Contractors, and Attorney fees, is limited to fees collected or \$50,000, whichever is greater. In addition, BCZ assumes no responsibility for the existence, discharge of or exposure to any hazardous, toxic, or infectious materials, and assumes no responsibility for the removal or other services. Therefore, except in claims arising from the negligent acts and errors of BCZ, the client agrees to hold harmless and indemnify BCZ from all claims or damages arising from or alleged to arise from such existence, discharge, or exposure.

Information Provided by Others: The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys and instructions required by this Agreement. BCZ may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. BCZ shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the Client and/or the Client's consultants and contractors.

Certification, Guarantees and Warranties: BCZ shall not be required to execute any document that would result in the Engineer certifying, guaranteeing or warranting the existence of any conditions. Engineer's findings, interpretations, opinions, and recommendations are probabilities based on Engineer's professional judgment of site conditions as discernible from the limited, and often indirect, information provided by others, information available to Engineer at the time the work was performed, or information observed or developed by Engineer using the methods specified in the scope of work. Engineer does not warrant the accuracy, completeness, or validity of information and independent opinions, conclusions, and recommendations provided or developed by others, nor does Engineer assume any responsibility for documenting or reporting conditions detectable with methods or techniques not specified in the scope of work.

Dispute Resolution: Any claims or disputes between the Client and BCZ arising out of the services to be provided by BCZ or out of this Agreement shall be submitted to non-binding mediation. The Client and BCZ agree to include a similar mediation agreement with all contractors, sub consultants, subcontractors, suppliers and fabricators, providing for mediations as the primary method of dispute resolution among all parties. The laws of the State of Illinois will govern the validity of this Agreement, its interpretation and performance. Any litigation arising in any way from this Agreement shall be brought in the courts of that State.

Means and Methods: BCZ shall not be responsible for, nor have controls over or charge of, construction means, methods, sequence, techniques, or procedures, or for any health or safety precautions required by any regulatory agencies in connection with the project. In cases where a General Contractor is present on a project, the Client agrees that the General Contractor will be solely responsible for jobsite safety and warrants that this intent shall be carried out in the Client's contract with the general Contractor. The Client also agrees that the Client, BCZ and sub consultants of BCZ will be indemnified by the General Contractor and will be made additional insureds under the General Contractor's policies of General Liability Insurance.

Construction Observation: If required under Scope of Services, BCZ shall visit the construction site at intervals appropriate to the stage of construction, or as otherwise agreed to in writing by the Client and BCZ, in order to observe the progress and quality of the work completed by the Contractor. Such visits and observation are not intended to be an exhaustive check or detailed inspection of the Contractor's work but rather to allow BCZ, as an experienced professional firm, to become generally familiar with the work in progress and to determine, in general, if the project is proceeding in accordance with contract documents. Based upon this observation, BCZ will inform the Client about the progress of the work and will attempt to guard the Client against obvious non-compliance with project specifications.

When BCZ does not provide construction observation services, it is agreed that the professional services of BCZ do not extend to or include the review or site observation of the Contractor's work, performance, or pay request approval. During construction, the Client assumes the role of the Engineer and will hold harmless BCZ for the Contractor's performance or the failure of the Contractor's work to conform to the design intent and the contract documents.

Adjustments, Changes or Additions: It is understood that adjustments, changes, or additions may be necessary during construction. A contingency fund will be maintained until construction is completed to pay for field changes, adjustments, or increased scope items. All change order amounts requested by Contractors constructing BCZ-designed systems shall be submitted to BCZ for review prior to being approved by contract holder. BCZ will not approve amounts requested that are above a normal bid amount for the work involved. In no case, will costs be assessed to BCZ at the discretion of the Contractor, the Client, or the Owner without prior agreement and approval of BCZ. BCZ shall not be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

Integrity of Work Products: In the event the Client, the client's contractors or subcontractors, or anyone for whom the Client is legally liable makes, orders, or permits to be made any changes to reports, plans, specifications, or construction documents prepared by BCZ without obtaining BCZ's prior written consent, the Client shall assume full responsibility for the results of such changes. Therefore, the Client agrees to assume sole responsibility and waive any and all potential claims against BCZ and to release BCZ from any liability arising directly or indirectly from such changes.



If required under Scope of Services, BCZ will compile and deliver to the Client a reproducible set of Record Documents based upon the marked-up drawings, addenda, change orders and other data furnished by the Contractor. These record Documents will show significant changes made during construction. Because Record Documents are based upon unverified information provided by other parties, BCZ cannot warrant the accuracy of these changes.

Suspension of Services: If the Client fails to make payments when due or is otherwise in breach of this Agreement, BCZ may terminate this agreement, or suspend performance of services upon seven (7) calendar day's notice to the Client. BCZ shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by the Client's breach of contract. Upon payment in full by the Client, BCZ shall resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspensions plus any other reasonable time and expense necessary for BCZ to resume performance.

Termination and Acceptance: Either party may terminate this Agreement upon giving the other party not less than seven (7) days calendar notice for any of the following reasons: a) Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party, b) Assignment of this Agreement or transfer of the project by either party to any entity without the prior written consent of the other party, c) suspension of the project or BCZ's services by the Client for more than 90 days, consecutive or in the aggregate, d) material changes in the conditions under which this Agreement was entered into, the Scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule required for the performance of such changes. In the event of termination of this Agreement, the Client will, within fifteen (15) calendar days of termination, pay BCZ for all services rendered plus reimbursable costs incurred by BCZ up to the date of termination.

Client may accept Engineers' Proposal either by signature, oral assent, authorizing services, and any of these modes of acceptance shall be deemed to incorporate this proposal and Terms and Conditions into the contract between the parties thereby formed.

Promotional Items: Project signs displayed at construction sites affected by this Agreement shall include Bruner, Cooper & Zuck, Inc., Civil Engineers and Land Surveyors. Articles for publication regarding this project shall acknowledge Bruner, Cooper & Zuck, Inc. as the Civil, Architect, Structural Engineer and/or Land Surveyor, as applicable. Bruner, Cooper & Zuck, Inc. reserves the right to publish photos regarding this project for marketing purposes as well as through social media.




2021 ENGINEERING, ARCHITECTURAL AND LAND SURVEYING FEES

HOURLY BILLING RATES

Engineering, Architect and Land Surveying		DIRECT COSTS	
		<i>Direct costs are in addition to hourly billing rates and may include but are not limited to the following:</i>	
Principal	\$130.00 - \$170.00	Robotics Survey Equipment	\$ 35.00 / Hour
Senior Engineer	\$ 100.00 - \$155.00	GPS Survey Equipment	\$ 35.00 / Hour
Project Engineer	\$ 85.00 - \$135.00	Survey Supplies (Hubs, Lathe, Mag Nails, etc.)	\$ Varies / Item
Project Architect	\$ 80.00 - \$135.00	Survey Marker	\$ 25.00 / Each
Design Engineer	\$ 75.00 - \$110.00	Concrete Survey Monument	\$ 20.00 / Each
Project Manager	\$ 80.00 - \$125.00	Iron Rod – Rebar	\$ 4.50 / Each
Senior Land Surveyor	\$ 90.00 - \$170.00	Tower Climbing	\$ 125.00 / Day
Survey Crew Chief	\$ 65.00 - \$110.00	Copies (In-House) 24" x 36"	\$ 4.00 / Each
Survey Technician III	\$ 65.00 - \$110.00	Copies (in-House) 18" x 24"	\$ 3.00 / Each
Survey Technician II	\$ 45.00 - \$ 65.00	Copies (In-House) 11" x 17"	\$ 1.00 / Each
Survey Technician I	\$ 35.00 - \$ 55.00	Copies (In-House) 8.5" x 11"	\$.50 / Each
Engineering Technician IV	\$ 80.00 - \$115.00	Overnight Stay	\$Varies / Night
Engineering Technician III	\$ 65.00 - \$ 85.00	Per Diem	\$ 40.00 / Day
Engineering Technician II	\$ 50.00 - \$ 75.00	Traffic Counters (Per Lane)	\$500/48 Hr. Test
Engineering Technician I	\$ 30.00 - \$ 50.00	Mileage (Standard IRS Rate - 2020)	\$ 0.56/Mile
Senior Architectural Technician	\$ 70.00 - \$ 95.00	Sub Consultant Services	Cost + 10%
Architectural Technician	\$ 50.00 - \$ 75.00	Other Direct Costs	Cost
Construction Observer	\$ 50.00 - \$105.00		
Senior Construction Observer	\$ 85.00 - \$140.00		
Senior Environmental Specialist	\$ 90.00 - \$130.00		
Office Manager	\$ 60.00 - \$100.00		
Controller	\$ 60.00 - \$100.00		
Administrative Assistant	\$ 35.00 - \$ 65.00		
1-Man Survey Crew	\$12500		
2-Man Survey Crew	\$155.00		

2021 MATERIAL TESTING FEES

SOIL AND AGGREGATE		*CONCRETE – Unconfined Compression Tests	
Standard Proctor Tests AASHTO T99-04 or ASTM D	\$170.00 / Each	Cylinders Molded by BCZ (ASTM C39)	\$18.00 / Each
Nuclear Density Gauge	\$ 11.00 / Test + Hourly Rate	Cylinders Molded by others (ASTM C39)	\$20.00 / Each
Penetrometer Test & Report	\$500.00 (minimum)	6" x 12" Concrete Cylinder Molds	\$ 2.50 / Each
Particle Size Distribution Gradation: ASTM D6913	\$ 80.00 / Each	Cylinders held but not tested	\$10.00 / Each
Washed Size Distribution Gradation: ASTM D6913	\$140.00 / Each	2" Cubes (ASTM C109)	\$14.00 / Each
 <p style="text-align: center; color: red;">188 E. Simmons Street Galesburg, IL 61401 309.343.9282</p> <p style="text-align: center; color: red;">308 N. 3rd Street Burlington, IA 52601 319.752.9282</p> <p style="text-align: center; color: red;">835 Golden Valley Drive Bettendorf, IA 52722 563.355.1856</p>		Grout Prisms 9(ASTM C1019)	\$24.00 / Each
		Flexural Strength Tests / Third Point Loading ASTM C78	\$34.00 / Each
		Preparation of Concrete Cylinders	Hourly Rate
		Slump, Air Content, Temperature	Hourly Rate
		Sub Consultant Services	Cost + 10%
		*Higher rates may apply when additional services are required.	
		www.bczengineering.com	

**COUNCIL LETTER
CITY OF GALESBURG
DECEMBER 20, 2021**

AGENDA ITEM: Approve the purchase of a trailer for the walk behind saw for the Water Division.

SUMMARY RECOMMENDATION: The City Manager, Director of Public Works, Water Superintendent, and Purchasing Agent recommend approval of the purchase of an Air-tow trailer from Rock Line Products Inc. in the amount of \$10,605.00. The original request for approval recommended Webber Rental & Supply Inc. as the low and best bidder. From the time the quotes were requested in mid-September to the time the purchase was approved by council in mid-November, the price of the trailer increased by \$450.00 for a total of \$10,725.00. Reluctantly, Webber Rental & Supply Inc. was unable to honor the original quoted price of \$10,275.00. During this ever changing economy, price fluctuations and product availability are proving to be problematic. In order to follow purchasing policy of recommending the low and best bidder for approval, Rock Line Products Inc. was contacted about the price increase, and their original quote of \$10,605.00 will be honored through the end of 2021.

BACKGROUND:

Due to the replacement of the existing walk behind saw with a larger unit, a new trailer is needed to transport the saw. The size and weight of the new saw will not allow the saw to be transported in the back of a truck as it would not be safe to try to load and unload using a tommy lift. That being the case, trailer specifications were developed for hauling the new unit.

Known vendors were provided the specifications via email for the trailer for the walk behind saw and two quotes were received and listed below. The low and best quote was supplied by Webber Rental & Supply. The trailer meets specifications required by the Water Division and will serve the needs of the City well for hauling the saw.

Company	Webber Rental & Supply	Rock Line Products Inc
City State	Galesburg, IL	Verne, CA
		Low and Best
Trailer Cost	\$10,725.00	\$10,605.00
Make	Air Tow	Air Tow
Model	RS8-35	S8-35

The Water Division budgeted \$15,000.00 in the 2021 budget for a walk behind concrete saw and trailer. The budgeted amount was based on a similar saw and trailer the Street Division purchased in 2017. Although quotes for each item were requested separately and each purchase will fall under the required threshold; the combined total for the trailer and saw exceed the threshold and require council approval.

BUDGET IMPACT: There are sufficient funds in the Water fund for this planned purchase.

SUPPORTING DOCUMENTS: None

TOWN OF THE CITY OF GALESBURG

Date: December 13, 2021

Agenda Number: _____

TOWN FUND	<u>\$11,357.46</u>	<i>Payment Due</i>
GENERAL ASSISTANCE FUND	<u>\$3,139.01</u>	<i>Payment Due + Advance Payments*</i>
IMRF FUND	<u>\$0.00</u>	<i>Monthly</i>
SOCIAL SECURITY/MEDICARE FUND	<u>\$0.00</u>	<i>Monthly</i>
LIABILITY FUND	<u>\$0.00</u>	<i>Quarterly</i>
AUDIT FUND	<u>\$0.00</u>	<i>Annually</i>
	<u><u> </u></u>	
<i>Reporting Period:</i> <i>Nov 30 to Dec 13, 2021</i>	TOTAL	<u><u>\$14,496.47</u></u>

TOWN FUND
Town Payment Due Report
For the Period From Nov 30, 2021 to Dec 13, 2021

Vendor ID Name	Trans Date	Item ID Item Description	Amount
ALLIED TERMITE ALLIED TERMITE & PEST CONRT	12/13/21	Bi-Monthly Pest Control Servic	40.00
			40.00
CityGalesburgEXPENSE City of Galesburg	12/13/21	Assessor's Portion of new City	1,000.00
	12/13/21	December 2021 Stratus for Asse	68.56
	12/13/21	December 2021 Stratus for GA O	38.71
			1,107.27
CityGalesburg-GROUP City of Galesburg	12/13/21	January 2022 Group Insurance f	4,100.76
			4,100.76
CityGalesburgEXPENSE City of Galesburg	12/13/21	October 2021 Vehicle Services	39.05
			39.05
GALE CREDIT UNION GALE CREDIT UNION	12/6/21	W/H Liability - Williams HSA f	100.00
			100.00
LoraCleaning Lora McAllister	12/13/21	Cleaning for Township Building	320.00
			320.00
OSI OFFICE SPECIALISTS, INC	12/6/21	2 New computer systems for Sta	5,263.00
	12/13/21	B&W Copies 10/31/21 to 11/29/2	11.64
	12/13/21	Color Copies 10/31/21 to 11/29	59.09
			5,333.73

TOWN FUND
Town Payment Due Report
For the Period From Nov 30, 2021 to Dec 13, 2021

Vendor ID Name	Trans Date	Item ID Item Description	Amount
Cabrera Rebecca Cabrera	12/13/21	Mileage Reimbursement for Rebe	125.44
			125.44
Daly Stephen Daly	12/13/21	1 Wasabi Battery Pack ordered	14.99
	12/13/21	1 Camera Case	8.99
	12/13/21	Sales Tax	2.10
			26.08
Tri-States Water Tri-States Water	12/13/21	Annual Water Cooler Rental - 2	85.50
			85.50
WASTE WASTE MANAGEMENT	12/13/21	Service for Trash removal for	79.63
			79.63
Report Totals			11,357.46

TOWN FUND
TOWN Payroll Expenses Report
 Nov 1 - Nov 15, 2021

Vendor ID	Date	Account Description	Invoice/CM #	Debit Amou	Credit Amoun
FEDERAL TAX	12/6/21	Medicare & Soc Sec W/H	2021_Dec15a	859.69	859.69
FEDERAL TAX	12/6/21	Medicare & Soc Sec Payable	2021_Dec15b	859.69	859.69
FEDERAL TAX	12/6/21	Federal P/R Taxes Withheld	2021_Dec15c	1,393.65	1,393.65
GALE CREDIT UNION	12/6/21	125HSA	2021_Dec15	100.00	100.00
IDOR	12/6/21	State P/R Taxes Withheld	2021_Dec15	568.86	568.86
IHMVCU	12/6/21	125HSA	2021_Dec15	200.00	200.00
PAYROLL	12/6/21	Payroll Account Payroll Account	2021_Dec15	7,323.37	7,323.37
				<u>11,305.26</u>	<u>11,305.26</u>

TOWN OF THE CITY OF GALESBURG
General Assistance Payment Due Report
For the Period From Nov 30, 2021 to Dec 13, 2021

Vendor ID	Date	Account Description	Invoice/CM #	Debit Amou	Credit Amount
ADM_CITYGALES-GROU	12/13/21	Group Health Insurance	0358007	1,292.79	1,292.79
ADM_F&MBank	12/6/21	125HSA	2021_Dec15	150.00	150.00
City TRANSIT Galesbg	12/13/21	Assistance-Misc (laund&trans	0357943_G148	10.00	10.00
City TRANSIT Galesbg	12/13/21	Assistance-Misc (laund&trans	0357943_G148	20.00	20.00
HY-VEE_Main	12/13/21	Assistance-Food	G14917	50.00	50.00
HY-VEE_Main	12/13/21	Assistance-Food	G14946	92.34	92.34
ShoeCarnival	12/13/21	.Assistance-P & H	370437_G1490	44.98	44.98
				<u>1,660.11</u>	<u>1,660.11</u>

TOWN OF THE CITY OF GALESBURG
General Assistance Payment Due Report
 For the Period From Jun 1, 2021 to Dec 13, 2021

Vendor ID	Date	Account Description	Invoice/CM #	Debit Amou	Credit Amount
ShoeCarnival	7/27/21	.Assistance-P & H	370426_G1465	64.98	64.98
ShoeCarnival	8/9/21	.Assistance-P & H	370428_G1468	124.96	124.96
ShoeCarnival	9/13/21	.Assistance-P & H	370429_G1470	69.99	69.99
ShoeCarnival	9/13/21	.Assistance-P & H	370430_G1470	64.98	64.98
ShoeCarnival	9/13/21	.Assistance-P & H	370431_G1471	65.00	65.00
ShoeCarnival	9/13/21	.Assistance-P & H	370432_G1468	99.96	99.96
ShoeCarnival	9/13/21	.Assistance-P & H	370433_G1466	69.97	69.97
ShoeCarnival	9/27/21	.Assistance-P & H	G14718	75.00	75.00
ShoeCarnival	11/29/21	.Assistance-P & H	370435_G1481	69.99	69.99
ShoeCarnival	11/29/21	.Assistance-P & H	370436_G1486	74.94	74.94
ShoeCarnival	12/13/21	.Assistance-P & H	370437_G1490	44.98	44.98
			<i>Current</i>	<i>included</i>	<i>44.98</i>
				824.75	824.75

Special note:

\$ 709.77
 in payments to
 Shoe Carnival were
 omitted from previous
 reporting in error on
 my part.
Juliehaugland
 Office manager

TOWN OF THE CITY OF GALESBURG
General Assistance Advance Payment Report
For the Period From Nov 30, 2021 to Dec 13, 2021

Account ID	Vendor ID	Line Description	Date	Check #	Debit Amou	Credit Amo
1-603 1-104	City WATER Galesb	Invoice: G14940 CITY OF GALESBURG WATER	12/1/21	23567	42.76	42.76
1-602 1-104	F & M Bank	Invoice: G14939 F & M Bank	12/1/21	23568	251.24	251.24
1-602 1-104	KCHAFamily	Invoice: G14934 KCHA Family Housing	12/1/21	23569	97.55	97.55
1-612 1-104	LibertyMutual	Invoice: G14938 Liberty Mutual Group	12/1/21	23570	37.94	37.94
1-602 1-104	PRUKA	Invoice: G14927 RICHARD PRUKA	12/1/21	23571	319.00	319.00
1-603 1-104	City WATER Galesb	Invoice: G14935 CITY OF GALESBURG WATER	12/1/21	23573	67.72	67.72
1-602 1-104	TalbertK	Invoice: G14944 KEVIN TALBERT	12/2/21	23574	295.00	295.00
1-603 1-104	City WATER Galesb	Invoice: G14947 CITY OF GALESBURG WATER	12/8/21	23576	105.16	105.16
1-612 1-104	OakbrookCorplAU	Invoice: G14952 Oakbrook Corporation	12/8/21	23577	10.00	10.00
1-603 1-104	City WATER Galesb	Invoice: G14958 CITY OF GALESBURG WATER	12/10/21	23581	54.53	54.53
1-602 1-104	Swings	Invoice: G14957 Swings RENTALS	12/10/21	23582	198.00	198.00
Total					1,478.90	1,478.90

TOWN OF THE CITY OF GALESBURG

GA Payroll Expenses Report

Dec 1 - Dec 15, 2021

Vendor ID	Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
ADM_F&MBank	12/6/21	2021_Dec15	W/H Liability - Natof HSA for December 15, 2021	150.00	
			Farmers and Mechanics Bank		150.00
ADM_ICMA	12/6/21	2021_dEC15	W/H Liability After-Tax - Natof Roth 457 for December 15, 2021	150.00	
			ICMA RETIREMENT-457		150.00
ADM_Payroll	12/6/21	2021_Dec15	Net GA Salaries for December 15, 2021	2,586.42	
			Net GA Hourly for December 15, 2021	206.45	
			PAYROLL ACCOUNT		2,792.87
				<u>3,092.87</u>	<u>3,092.87</u>

**TRUSTEE LETTER
TOWN OF THE CITY OF GALESBURG
DECEMBER 20, 2021**

AGENDA ITEM: Resolution to approve hiring Phillips, Salmi + Associates, LLC to audit the Township Funds for fiscal year ending December 31, 2021.

SUMMARY RECOMMENDATION: The Township Supervisor and Town Clerk recommend approval of the resolution.

BACKGROUND: The Town of the City of Galesburg is required to have an independent audit firm review and give an opinion on the Township's financial stability. These accounts include the Town Fund, General Assistance Fund, Audit Fund, IMRF Fund, Social Security and Medicare Fund, and the Liability Fund for the fiscal year ending December 31, 2020.

In November, requests for proposals were mailed out to six firms to provide auditing services and two proposals were received. The Township Supervisor and Township Clerk recommend approval of the proposal from Phillips, Salmi + Associates, LLC, (Washington, IL). Staff has already talked to the firm's principal CPAs about the requested services.

BUDGET IMPACT: \$16,000

SUPPORTING DOCUMENTS:

1. Resolution



PHILLIPS, SALMI + ASSOCIATES, LLC

CERTIFIED PUBLIC ACCOUNTANTS

**TOWN OF THE CITY
OF GALESBURG, ILLINOIS**

**PROPOSAL TO PROVIDE PROFESSIONAL
AUDITING SERVICES**

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PHILLIPS, SALMI + ASSOCIATES, LLC

CERTIFIED PUBLIC ACCOUNTANTS

December 3, 2021

Town of the City of Galesburg, Illinois
Attn: Julie Haugland
121 W. Tompkins St.
Galesburg, IL 61401

Dear Ms. Haugland,

Thank you for considering Phillips, Salmi + Associates, LLC to provide the financial statement audits of the Town of the City of Galesburg, Illinois.

Phillips, Salmi + Associates, LLC is a public accounting firm located in Washington, Illinois. We bring a combined 80 years of governmental experience to our clients. This extensive knowledge with governmental entities not only enables us to perform the requested services, but we also provide valuable insights and recommendations to improve your Township's operations.

We look forward to a positive response to our proposal and working with you in the future. Please contact us if you have any questions or would like more information.

Sincerely,

PHILLIPS, SALMI + ASSOCIATES, LLC

Lori Salmi, CPA
Principal

Aaron Phillips, CPA
Principal

WHAT YOU CAN EXPECT

Firm Information

Phillips, Salmi + Associates, LLC is a certified public accounting firm located at 112 South Main Street, Washington, Illinois. The firm was founded in 2010 by Aaron Phillips and Lori Salmi. Currently, our firm is comprised of two partners, one manager, five staff accountants and an administrative assistant. Our firm is committed to delivering high quality audit, taxation, and consulting services to governmental entities and nonprofit organizations at a reasonable fee. We accomplish this through timely service and turnaround between audit fieldwork and delivery of audited financial statements, providing value added business and accounting recommendations, and being available for consultation throughout the year.

Professional Memberships and Quality

- American Institute of Certified Public Accountants (AICPA)
 - Governmental Audit Quality Center
 - Employee Benefit Plan Audit Quality Center
 - Not for Profit Section Member
- Illinois CPA Society

Client Service Providers

In working with you, Lori Salmi will be actively involved as the Township's client service provider. Aaron Phillips will act as quality control reviewer and consultant on financial statement recognition and presentation matters. Lori will be onsite at the Township during audit fieldwork performing the necessary audit procedures. Lori Salmi will act as the partner in charge of your audit. Our firm members have met all continuing educational requirements. Additional staff will be determined based on scheduling and engagement needs. All staff have been trained on how to audit computerized systems.

Lori Salmi began her career in the Chicagoland area at a large firm with a niche in the governmental and the nonprofit industries. Lori's past governmental experience includes park districts, municipalities, counties, and police and fire pension funds. In 1996, Lori moved to back Central Illinois and over the years, Lori's responsibilities grew to include being the client service shareholder on audits of municipalities, school districts, libraries, and police and fire pension funds here in Central Illinois.

Aaron Phillips has worked in public accounting for over twenty years, and his governmental experience includes managing various audits of municipalities and other governmental entities. Aaron's duties center on supervising the day to day operations and planning and coordinating the audit with management and the council of the governing boards.

Additional background information about each appears at the end of this proposal.

SCOPE OF SERVICES

We understand the Township is seeking an independent accounting firm to perform an audit of the financial statements for the years ending December 31, 2021, in accordance with the generally accepted auditing standards.

For the Township audit, we will:

- Issue a report on:
 - Fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.
 - “In-relation-to” opinion of the combining and individual fund statements and schedules.
- Deliver the final report by April 30th of each year.
- Draft the financial statements and notes, including the Basic Financial Statements and Other Supplementary Information, for Township personnel to review.
- Provide a formal letter summarizing our audit responsibilities in accordance with Statement on Auditing Standards.
- Provide a formal letter summarizing internal control deficiencies, if deemed significant.
- Preparation of the Annual Financial Report to the Comptroller of the State of Illinois.
- Assist with implementation of any new governmental accounting principles that may become effective during the period we are contracted for audit services
- Prepare calculations and propose adjusting journal entries for government-wide financial statements.
- Major fund determination calculation for financial statement presentation.
- Assist in preparing depreciation schedules.
- Assist in preparing the CYEFR, if required.

FEE STRUCTURE

We are pleased to present our proposal to perform the audit, as previously detailed in the scope of services section of this proposal, of the Town of the City of Galesburg, Illinois for the years ending December 31, 2021, 2022, and 2023. This fee is based on anticipated cooperation from your personnel. If unexpected circumstances require significant additional time, we will discuss it with you before we incur such costs. Should the Township be required to have a single audit performed in accordance with Title 2 *U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, this work will be performed at an additional fee as determined by the scope of the work required.

December 31, 2021	\$	16,000
December 31, 2022		16,400
December 31, 2023		16,800

Should your organization request and we agree to perform other services, our fees would be based on our discounted hourly rates ranging based upon staff experience ranging from \$110 to \$160 per hour.

Included in our fees we are available for routine telephone calls from your personnel throughout the year, not just during the time of our audit.

BIOGRAPHICAL INFORMATION

Lori R. Salmi, CPA

Managing Partner

Lori provides accounting, auditing and advisory services to clients in small businesses, local government, nonprofit organizations, and employee benefit plans. In addition, to working closely with her clients, Lori has responsibility for the day-to-day operations of the firm.

Lori received her bachelor's degree from Illinois State University and has more than 30 years of public accounting experience. Prior to forming Phillips, Salmi + Associates, LLC in 2010, Lori was the assurance department head and shareholder at a certified public accounting firm in the Peoria, Illinois area.

Lori is a member of the American Institute of Certified Public Accountants (AICPA) and the Illinois CPA Society. She has served on the Illinois CPA Society's Peer Review Report Acceptance Committee and the Nonprofit Organizations Committee.

Lori, her husband Bill, and their two children live in Washington. Lori's outside interests include youth hockey programs, traveling and golfing with her family.

Aaron Phillips, CPA

Client Service Partner

Aaron provides accounting, auditing and tax advisory services to clients in construction, manufacturing, retail, local governments, nonprofit organizations and employee benefit plans. He received his bachelor's degree from Bradley University, and has more than 20 years of public accounting experience.

Aaron leads the tax and small business consulting areas of the firm and is a member of the AICPA tax section. Regularly consulting with small businesses and their owners on accounting and tax matters, Aaron seeks to develop and implement client specific strategies to minimize tax obligations over the long term.

Outside of tax season, Aaron works closely with local governments and non-profits providing audit services. In conjunction with the firm's core values, Aaron is regularly working at the client's office providing services. This face-to-face interaction facilitates the firm's focus on providing clients value added communication.

Aaron and his wife, Jamie, live in Washington and spend most of their time with their two children. Most nights and weekends the family can be found at their children's extracurricular activities. They also enjoy outdoor activities, such as camping, and spending time with extended family and friends. Aaron also manages crop production of his family farming operation in Bureau County.



PHILLIPS, SALMI + ASSOCIATES, LLC

CERTIFIED PUBLIC ACCOUNTANTS

AUDITOR'S QUALIFICATIONS

November 15, 2021

Town of the City of Galesburg, Illinois
Attn: Julie Haugland
121 W. Tompkins St.
Galesburg, IL 61401

Dear Ms. Haugland,

This letter certifies the following:

1. Phillips, Salmi + Associates, LLC is properly licensed for public practice as a certified public accounting firm. Lori Salmi, CPA and Aaron Phillips, CPA are properly licensed for public practice as certified public accountants.
2. Phillips, Salmi + Associates, LLC meets the independence and other requirements of *Government Auditing Standards*, including having completed continuing professional education programs in governmental accounting and auditing.
3. Phillips, Salmi + Associates, LLC belongs to and participates in a qualified peer review program that includes a review of the governmental audits performed by the firm.
4. Phillips, Salmi + Associates, LLC does not have a record of substandard audit work.

Sincerely,

PHILLIPS, SALMI + ASSOCIATES, LLC

Lori Salmi, CPA
Principal

Aaron Phillips, CPA
Principal

TOWNSHIP RESOLUTION _____

WHEREAS, the Electors of the Town of the City of Galesburg are to provide an appropriation and order the Trustees of the Town of the City of Galesburg to hire a certified public accountant to audit the accounts of the Town Funds of which the Supervisor is Treasurer.

BE IT RESOLVED, therefore, that the Trustees of the Town of the City of Galesburg provide an appropriation and hire a certified public accountant to audit the accounts of all Town Funds of which the Supervisor is Treasurer for the period beginning January 1, 2021, through December 31, 2021.

Approved this _____ day of December 2021 by a roll call vote as follows:

Roll Call #: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

ATTEST:

Peter D. Schwartzman, Trustee

Kelli R. Bennewitz, Town Clerk