



## CITY COUNCIL MEETING

*Council Chambers*

401 E Third Street

Kewanee, Illinois 61443

**Closed Meeting** starting at 6:00p.m.

**Open Meeting** starting at 7:00 p.m.

**Monday August 10th, 2020**

Posted by 6:00 p.m. August 7th, 2020

1. Call to Order
2. Roll Call
3. Adjourn to Closed Session to discuss Collective Bargaining Section (c) (2)
4. Adjourn and Return to Regular Session
5. Call to Order
6. Roll Call
7. ~~Pledge of Allegiance~~
8. Consent Agenda
  - a. Approval of Minutes
  - b. Payroll
  - c. Staff Reports
9. Presentation of Bills and Claims
10. Public Participation
11. Business:
  - a) **Consideration of an Ordinance #4016** granting a variance to Kellie Wilke, 426 S. Elm St.
  - b) **Discussion of Resident Assistance Program(RAP)** by Keith Edwards
  - c) **Consideration of a Resolution #5241** accepting a 2020 Standard Agreement for Professional Services from Crawford, Murphy, and Tilly, Inc. for the not-to-exceed price of \$65,000.00 to perform capital needs assessment at the WWTP and a sanitary sewer rate study.
  - d) **Consideration of a Resolution #5242** extending the Small Business Loan Program to help small businesses recover from the COVID-19 pandemic and its negative impacts on the local economy.
  - e) **Consideration of a RESOLUTION #5243** authorizing the purchase of a 2021 Dodge SSV truck from Crowe Dodge of Kewanee and 2021 Chevrolet SSV truck from Motor City of Kewanee.
  - f) **Consideration of a Resolution #5244** accepting a Proposal from R.A. Oldeen, Inc. to replace the office building roof at the Waste Water Treatment Plant for the lump sum price of \$34,624.00.
  - g) **Bid opening-- Parking lot at 2<sup>nd</sup> and Chestnut**
12. Council Communications:
13. Announcements:
14. Adjournment:





## MEMORANDUM

**Date:** August 7, 2020  
**From:** Gary Bradley, City Manager  
**To:** Mayor & Council  
**RE:** Council Meeting of **Monday, August 10, 2020**

**CLOSED MEETING AT 6:00 P.M.**  
**REGULAR MEETING AT 7:00 P.M.**

1. **Fiber agreement**— The fiber agreement with Cambridge Telecommunications Services Inc. approved by the City Council specifically states that “CTSI will also provide the existing \$485 internet access charge to City Hall on a free basis.” Their charge to the Police Department is not in conflict with what was in the agreement approved by the Council. They believe the concession of nearly \$500 per month in addition to the remittance of regular payments based on their gross receipts is more than fair and is more than they provide to other communities in which they provide service.
2. **Enterprise Zone Expansion**— Staff received word from the state earlier this week that the proposed expansion of the zone to add two properties in the Woodhull area has been approved. Both businesses are ready to begin construction and have already received their Building Material Exemption Certificates. Under the statutes in place, the zone administrator may charge up to .5% of the cost of building materials as a fee for the work required to administer the zone.
3. **HCEDP**— The Henry County Economic Development Partnership met in a socially distanced setting at the Galva Municipal Park Pavilion. Topics included the Enterprise Zone Expansion, funding agreements, marketing the region industrially, COVID-19 Assistance programs, and economic development in general.
4. **Kiwanis Cleanup**— The Kiwanis Club of Kewanee will be conducting a voluntary clean-up event in the downtown area this weekend on Saturday the 8<sup>th</sup>. This activity, coupled with staff’s efforts to address some maintenance issues in the area should go a long way towards improving the appearance of the area.
5. **Joint Review Board**— The Joint Review Board meeting was held, with attendance only from the Kewanee School District. Each of the TIF Districts was reviewed, along with their financial status and the projects that are anticipated in the coming year. After the meeting, staff met with the TIF attorney to discuss potential expansions of the TIF district and the potential termination of an existing TIF District that no longer serves a purpose.
6. **Incentive Programs**— There have been no incentive awards for any of the City’s economic development programs (Demolition Grant Program, Targeted Minor Home Repair, Façade Improvement Program) since the last update was provided.



7. **Fire Department Hiring**— With the announced upcoming retirement of a fireman, the department is in the process of pre-employment testing for a replacement. The new employee is expected to be on shift within the next few weeks.
8. **COVID-19 impacts**— One shift of the Fire Department was exposed to an individual who subsequently tested positive for COVID-19. The entire shift has been placed on quarantine until their test results come back. Those who test positive will remain isolated until they are negative for the virus. Those who test negative will be allowed to return to work on their next scheduled shift.
9. **Packet Organization**— At the last meeting, there was a comment about the organization of the packet. The packet was organized in typical fashion, with the agenda, followed by my memorandum, followed by things referenced in the City Manager's memorandum (there were none), followed by departmental reports or reports from Contractors such as Bok, Inc., followed by Accounts Payable, followed by the monthly financial report requested by the City Council, followed by agenda items which may or may not have a staff report providing a synopsis and analysis, supporting documentation, the agenda item itself, and any necessary attachments or exhibits. The only significant difference was that the approval of Planning Commission or Zoning Board of Adjustment minutes used to appear as an agenda item, but several months ago was moved to status as a consent agenda item, because it is a record of a meeting held by another body and the approval of the minutes would not appear to be anything that would require legislative deliberation.
10. **CliftonLarsonAllen Billing**— During the last City Council Meeting, an inquiry was made about the total cost of bills from CLA. The Grand Total was \$56,175, which included costs for the audit, outsourced accounting work totaling \$17,850 (approved by the City Council in December 2019, and auditing of the TIF accounts which is separate from the audit per the RFP that was initially issued and serves as the basis for the scope of work in the current engagement. The firm has applied a technology fee which in some cases should have been paid but in others (those involving the audit) should not have been paid.
11. **TIF Period**— During the last City Council meeting, a question was asked about the amount of time left on the East & 11th TIF Plan. The plan was approved in August 2004, meaning that the 23 year clock runs through the 2027 tax year, payable in 2028.
12. **Pothole on East Street**— During Council Comments section of the most recent City Council meeting, it was noted that a portion of East Street is like being in Beirut. Staff conducted a search of the identified area and found a pothole. The pothole on East Street north of Division is on the list of areas to be fixed by the contractor as part of this year's road program.
13. **General Ledger Accounts**—As requested, a listing of General Ledger accounts was provided to each member of the City Council.



14. **Civil Service Testing**— We are aware of the need to develop new hiring lists for the positions under the adopted process, which is inefficient and somewhat counterintuitive to filling vacancies with the most qualified people available at the time of a vacancy. Vacancies will soon be a reality that we will have to contend with, but they do provide an opportunity to examine what knowledge, skills, or abilities would best serve the City and what configuration of staffing would prove to be most effective.
15. **Sidewalks**— The topic of sidewalks was brought up during the Council Comments section of the most recent City Council meeting. As previously noted, sidewalks remain one of our top priorities. Our first focus is ensuring ADA compliance where it is needed in accompanying road projects, followed by repair or replacement along key pedestrian corridors with high user activity, followed by repair or replacement in residential areas that are not as highly traveled, finally the installation of sidewalks where they do not yet exist. Staff will continue to develop a more detailed sidewalk plan/program and better marketing materials to help ensure that the use of our funds supports the identified priority of work.
16. **Pavement Markings**— Given the number of calls/contacts from residents and elected officials about the issue, along with the reduction of paving improvements planned for this year because of changes made by the county, staff is making a concerted effort to provide noticeable improvements and progress where we can. As such, we've elevated pavement markings on our list of priorities. We are prioritizing the work in such a way that cross walks and striping around each of the schools is completed prior to the beginning of classes on the 18th and the balance of the work is completed as soon thereafter as possible. Each of the Superintendents have been made aware that we may contact them or their schools to request no parking in certain areas on certain days to facilitate the work. The use of methods that are new to us and different materials should enhance the effectiveness of the pavement markings for their intended purpose.
17. **Mask Enforcement Ordinance**—The IML provided a model ordinance for adoption by cities supporting the Governor's recommendation to cities to enforce the Governor's requirements for the wearing of face masks and coverings. If you would like this matter placed on the City Council agenda, please let us know and we will place the matter on the next agenda for your consideration. A copy of the model ordinance immediately follows this memorandum.
18. **National Guard**— The Illinois National Guard has asked to set up a recruiting table at City Hall or in Veterans' Park on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of each month in an effort to improve their visibility to people who may have an interest in serving their state and country. Barring objections, they will be allowed to do so and will follow all guidelines for sanitation, distancing, masks, etc. The hours will most likely be 3-5 PM.
19. **North Water Tower**—Dixon Engineering will evaluate the tower within the next three weeks to begin preparing specifications so that we can accept bids on maintenance and painting of the tower this fall with work completed in the spring.



20. **Dog Bite**—There was a dog attack earlier this week on another dog and the owner of the dog being attacked was hurt during the process of saving her dog. The paperwork has been submitted for the animal to be deemed vicious, but the concept of due process is still applicable and the court system is backed up due to the Covid-19 pandemic having shut down the courts earlier in the year. The actions do not meet the conditions under which we would typically impound the animal and confine it until the determination of its viciousness has been reached. If they had been met, we would have impounded the animal. If another incident happens, we would be able to impound the animal.
21. **Police Hiring**—The department is seeking applications for the hiring of experienced police officers. The ability to accept new hires who are already certified in the field will save thousands of dollars in training costs for the department.



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

AN ORDINANCE REGARDING FACE COVERINGS  
TO PRESERVE AND PROTECT RESIDENTS

[If home rule.]WHEREAS, the **City/Village** of \_\_\_\_\_, \_\_\_\_\_ County, Illinois ("**City/Village**"), is a home rule unit of government and, pursuant to the provisions of Article VII, Section 6(a) of the Illinois Constitution, may exercise any power and perform any function pertaining to its government and affairs; and

[If non-home rule.]WHEREAS, the **City/Village** of \_\_\_\_\_, \_\_\_\_\_ County, Illinois ("**City/Village**"), is a non-home rule unit of government; and

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-20-5, provides that municipalities may do all acts and make all regulations which may be necessary or expedient for the promotion of health or the suppression of diseases; and

WHEREAS, the **City/Village** has determined that the outbreak of novel coronavirus (COVID-19), a highly contagious disease, jeopardizes the public health and safety of the residents of the **City/Village**; and

WHEREAS, the United States Centers for Disease Control and Prevention (CDC) and the Illinois Department of Public Health (IDPH) have identified the risks associated with the outbreak of COVID-19 and made recommendations for suppression of the disease that include all individuals wear face coverings in public settings where other social distancing measures may be difficult to maintain, because people who are asymptomatic can spread COVID-19; and

WHEREAS, in order to protect the health, safety and welfare of the persons within the **City/Village**, the **City/Village** has determined that suppression of disease will be enhanced by implementing the following health restrictions.

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

SECTION 1: PROTECTIVE FACE COVERINGS REQUIRED

All persons within the municipal boundary of the **City/Village** engaging in any activity outside of their residence, while other people are present, shall wear protective face coverings when they must leave their home or report to work.

Examples of when face coverings are required include, but are not limited to:

- Shopping or working at retail businesses, like grocery stores or pharmacies;
- Picking up food from a drive thru or curbside pickup;



- Visiting a health care provider;
- Traveling on public transportation, taxis or rideshare;
- Interacting with customers, clients or coworkers at a place of business or worship that is open to the general public;
- Performing services for state and local government agencies, where close interactions with other people are unavoidable; and
- When feeling sick, coughing or sneezing or otherwise ill.

## SECTION 2: EXCEPTIONS

(a) Protective face coverings are not required for children under two years of age, or for those with medical issues that would be compromised by wearing a face covering.

(b) Protective face coverings are not required when engaged in physical activity such as walking or running while maintaining social distancing from others of not less than six feet.

(c) Protective face coverings are not required when alone or with members of the same household.

(d) Protective face coverings are not required when eating or drinking, whether in public or private.

## SECTION 3: DURATION

The restrictions herein shall be effective until the **City/Village** repeals this ordinance.

## SECTION 4: NOTICE

Upon passage of this ordinance, the municipal clerk shall publish the ordinance in pamphlet form, notify the news media situated within the **City/Village**, and shall cause at least four copies of the ordinance to be posted at prominent places within the **City/Village**.

## SECTION 5: VIOLATIONS

Any person violating the provisions of this ordinance shall be guilty of an offense against the **City/Village** and shall be punished as provided by section \_\_\_\_ - \_\_\_\_ of the **City/Village** code.

A business owner or operator may refuse admission or service to any individual who fails to wear a face covering reasonably designed and made to inhibit, filter or restrict the passing of a person's breath, sneeze, cough or other exhaling from one's nose and mouth.

## SECTION 6: EFFECT ON OTHER ORDINANCES

Nothing contained in this section shall be construed to impair the powers contained in this code, giving powers to the police and fire departments, but shall be construed together with existing ordinances now in effect for the safety and welfare of the citizens of the **City/Village**.

## SECTION 7: EFFECTIVE DATE



Due to the urgent need to protect the public health and safety due to COVID-19, this ordinance shall be in full force and effect immediately upon passage.

#### SECTION 8: REPEAL OF CONFLICTING PROVISIONS

All ordinances and resolutions, or parts thereof, in conflict with the provisions of this ordinance are, to the extent of the conflict, expressly repealed on the effective date of this ordinance.

#### SECTION 9: SEVERABILITY

If any provision of this ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

Passed the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

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

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

\_\_\_\_\_  
Mayor/Village President

ATTEST:

\_\_\_\_\_  
Clerk



*Everything You Need!*

Phone 309-852-2611  
Fax 309-856-6001

August 6, 2020

Honorable Mayor and City Council  
Kewanee City Hall  
401 E. Third Street  
Kewanee, Illinois 61443-2365

RE: Report from Zoning Board of Appeals for August 5, 2020 Meeting.

The Zoning Board of Appeals convened at 7:00 p.m. on August 5, 2020 at City Hall. ZBA members Clark, Thompson and Dolieslager were absent. For business, there was one variance petition application upon which to conduct a public hearing.

**Case 1:**

**426 S Elm St., Request for a variance to the required side yard setback for an accessory structure in a residential district.**

The Subject Property:

*Address:* 426 S. Elm St.

*Legal Description:* N77 LOT 12 CO CLERKS SUB OF REES ADD CITY OF KEWANEE, County of Henry, State of Illinois.

*Location:* East side of the 400 block of South Elm Street near the middle of the block.

*Zoning:* R-4 Two-Family Dwelling District.

*Dimensions:* 77 feet North to South by 198 feet East to West, 15246 Sq. Ft area.

*Existing Buildings or Uses:* Single-family dwelling and detached garage.

*Existing Land Use Map:* High Density Residential.

*Proposed Land Use Map:* High Density Residential.

**The Surrounding Area:**

*Zoning District(s):* Surrounding land is zoned R-4 Two-Family Dwelling District.

**Uses of Land:**

The surrounding land contains Single-Family dwellings.

**Variance Requested:**

A variance to of 7'6" to the required 7'6" side yard setback (10% of total lot width) to allow for the construction of a new garage. Section §155.063-(E)-(2)-(a) & §155.062-(E)-(2)-(a) of the City Code.



#### Background Information:

On July 13, 2020 I met with Wilke at the subject property to discuss the setback requirements for accessory structures. Wilke showed me the condition of the existing garage which is in need of demolition. Wilke wishes to have a new garage constructed which would be 24' in width. The problem being with the new garage is that the eave of the new garage would be even with the North side lot line (1 foot to the wall). The new garage is not able to be placed behind the house due to drainage issues including flood plain issues. With that being considered, the lot adjacent to and North of 426 S. Elm St. is not a buildable lot due to a drainage creek running through it and the flood plain. Wilke stated that she talked with the owner of this adjacent parcel and the owner doesn't have an issue with the potential zero setback for the new garage. I advised Wilke to either have the owner of the property attend the Zoning Board meeting or bring a notarized statement from the property owner to the meeting.

Wilke was advised of the variance process and filed the appropriate paperwork to file for a variance.

#### The Public Hearing:

At 7:00 p.m. on August 5, 2020 the hearing on the variance request at 426 S Elm St. was held. **Kellie Wilke** of 426 S. Elm St., Kewanee, Illinois, was present to represent the petition for the variance request.

- Edwards read the petition out loud to the board members.
- Ensley stated that he made contact with the resident/owner to the North of the subject property. They told Ensley they would not contest the variance request and do not have an issue with the request.
- Ensley also noted that the existing garage, that is in poor condition, is also not really big enough for one car and a new garage will help the neighborhood look better.
- 

No others were present to speak in support of the variance petition.

No others were present to speak in opposition to the variance petition.

#### Recommendation:

After discussing the facts and testimony presented, the Zoning Board of Appeals recommends, based on the authority of §33.062 of the City Code, by a vote of four in favor, none opposed, three absent, that the City Council approve the variance petition as filed.

**Specifically, the Zoning Board of Appeals recommends the City Council approves the following variance to Kellie Wilke for her property at 426 S. Elm St., A variance to of 7'6" to the required 7'6" side yard setback (10% of total lot width) to allow for the construction of a new garage. Section §155.063-(E)-(2)-(a) & §155.062-(E)-(2)-(a) of the City Code.**



There being no further business, the meeting adjourned at 7:12 p.m.

Respectfully yours,

By: 

Jerry Thompson, Chairman



## Attendance

[illegible]



**From Date:**

07/01/2020

**To Date:**

07/31/2020

[illegible]



[illegible]



20-000644	GREENHAGEN, MARTIN & EDNA	802		ELMWOOD	AVE		07/07/2020	Littering	Trailer with debris. Bikes	Staff Initiated
20-000646	DAILEY, DELORES F	322	NORTH	EAST	ST		07/07/2020	Storage and parking of vehicles and other personal property	Inoperable vehicles	Staff Initiated
20-000646	DAILEY, DELORES F	322	NORTH	EAST	ST		07/07/2020	Littering	Roofing materials and water tank have not moved in 9 months	Staff Initiated
20-000648	LEWIS, JACQUELINE M	223		ELLIOTT	ST		07/08/2020	Littering	Debris in drive	Staff Initiated
20-000649	SNYDER, NANCY	300	SOUTH	PARK	ST		07/08/2020	Littering	Debris in side yard	Staff Initiated
20-000650	DIXON, ROBERT EST	419	SOUTH	GROVE			07/08/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle	Staff Initiated
20-000651	KARPEL, RICHARD & ASHLEY	1111		ROCKWELL	ST		07/08/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle	Staff Initiated
20-000653	DZIENGEL, LOLA L EST	1709		LAKE	ST		07/08/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle and camper	Staff Initiated
20-000653	DZIENGEL, LOLA L EST	1709		LAKE	ST		07/08/2020	Littering	Debris along house and yard	Staff Initiated
20-000653	DZIENGEL, LOLA L EST	1709		LAKE	ST		07/08/2020	Exterior Structure Property Areas, Sanitation	Garage shed falling in	Staff Initiated
20-000654	SELF, REBECCA R	420	NORTH	GRACE			07/08/2020	Littering	Matress and box spring	Staff Initiated
20-000655	ENDRESS, BENJAMIN O	207		LYLE			07/08/2020	Littering	Trash and debris along side of house	



20-000656	CARDER, LANCE E & KARA	816		WILLOW	ST		07/08/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle	Staff Initiated
20-000656	CARDER, LANCE E & KARA	816		WILLOW	ST		07/08/2020	Littering	Trash and debris pile in back yard	Staff Initiated
20-000657	ISRAEL, TERI A & ELIJAH A	137	WEST	DIVISION	ST		07/09/2020	Littering	Trash and debris on east side of home	Staff Initiated
20-000658	ANGELCYK, DAISY F & FRANK E	300	EAST	CENTRAL	BLVD		07/09/2020	Littering	Electric organ	Staff Initiated
20-000660	RUSK, SHAWN & STEPHANIE	430		EDWARDS	ST		07/10/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle	Staff Initiated
20-000661	DOMAINE, DAVID R & VIRGINIA	211	EAST	ST S			07/10/2020	Littering	Toilet on front porch	Staff Initiated
20-000662	CROWE, CHESTER A	406	EAST	7TH	ST		07/13/2020	Littering	Carpet padding and debris	Staff Initiated
20-000663	GORDEN, DUSTIN	730		GILBERT			07/13/2020	Storage and parking of vehicles and other personal property	Maintenance equipment parked in residential lot	Phone
20-000664	PIESTER, GARY	1722	EAST	4TH	ST		07/14/2020	Littering	Trash and debris along house	Staff Initiated
20-000665	CORAL-JOSE QUINONIZ	908		ELMWOOD			07/14/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle	Staff Initiated
20-000665	CORAL-JOSE QUINONIZ	908		ELMWOOD			07/14/2020	Littering	Debris in back yard. Mattress and box spring	Staff Initiated
20-000666	MATUSZYK, FRANK L, CHERYL L, & JENNA L	704		MORTON			07/14/2020	Storage and parking of vehicles	Inoperable vehicles in alley and driveway	Staff Initiated



								and other personal property		
20-000668	POWERS, GEORGIA	1128		PINE	ST		07/16/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle	Staff Initiated
20-000668	POWERS, GEORGIA	1128		PINE	ST		07/16/2020	Unsafe, Unsightly Structures	Garage falling in	Staff Initiated
20-000669	LATHOURIS, GEORGE & VICTORIA	141	WEST	DIVISION			07/17/2020	Storage and parking of vehicles and other personal property	Inoperable truck	Staff Initiated
20-000669	LATHOURIS, GEORGE & VICTORIA	141	WEST	DIVISION			07/17/2020	Littering	Trash and debris in truck	Staff Initiated
20-000670	HEB LLC, BENJAMIN ENDRESS	100	NORTH	BURR	BLVD		07/17/2020	Littering	Furniture on front parking strip.	Staff Initiated
20-000671	FRANK, ANDREW M	325		PAYSON	ST		07/17/2020	Littering	Chair in front yard	Staff Initiated
20-000672	SOLANO, ROMELIA	308	SOUTH	CHESTNUT	ST		07/17/2020	Construction, Appearance, Maintenance - Height	Evergreen bushes in front yard in excess of 4 feet in height and blocking vision creating a safety hazzard.	Phone
20-000673	PELDONIA, ALEX L	215	EAST	OAK			07/17/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle	Phone
20-000674	WYANT, ANGELA M	201	EAST	OAK	ST		07/17/2020	Storage and parking of vehicles and other personal property	Inoperable van	Phone
20-000674	WYANT, ANGELA M	201	EAST	OAK	ST		07/17/2020	Littering	Debris by back door	Phone
20-000675	DAWSON, LUCILLE J	521		CAMBRIDGE	RD		07/20/2020	Storage and parking of vehicles	Inoperable vehicles in far back yard	Staff 



								and other personal property		
20-000675	DAWSON, LUCILLE J	521		CAMBRIDGE	RD		07/20/2020	Littering	Debris by back door	Staff Initiated
20-000676	ROCHA, ALVARO & CELSA	623		CAMBRIDGE	RD		07/20/2020	Littering	Tires and debris on porch	Staff Initiated
20-000678	LEE, ROBERT E & LEE, JAMES B	815	WEST	4TH	ST		07/22/2020	Exterior Structure, General	Peeling paint	Staff Initiated
20-000679	MORGAN, MARY E DANIEL-	709	EAST	9TH	ST		07/22/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle	Staff Initiated
20-000680	HAYES, RAY E JR & PENNY M	426	EAST	9TH	ST		07/22/2020	Littering	Trash and debris	Staff Initiated
20-000681	PURL, LISA M & MURPHY, GARY E	910	NORTH	WALNUT			07/22/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle in alley	Staff Initiated
20-000681	PURL, LISA M & MURPHY, GARY E	910	NORTH	WALNUT			07/22/2020	Littering	Trash and debris in back yard	Staff Initiated
20-000682	HAPTONSTALL, MICHAEL JR & ROCHELLE	1011	NORTH	GRACE	AVE		07/22/2020	Storage and parking of vehicles and other personal property	Unlicensed vehicle	Staff Initiated
20-000683	NEIRYNCK, MATTHEW	1035		TERRY	AVE		07/22/2020	Unsafe, Unsightly Structures	Holes in porch roof. Overall property condition is poor	Staff Initiated
20-000683	NEIRYNCK, MATTHEW	1035		TERRY	AVE		07/22/2020	Littering	Tires and debris on porch	Staff Initiated
20-000686	CROWE, CHESTER L / TIMOTHY CROWE	711		DEWEY			07/23/2020	Littering	Debris in open garage	Staff Initiated
20-000687	VERWAY, LINDA L	221	SOUTH	TREMONT			07/23/2020	Exterior Structure, Stairways, decks,	Unsafe stairwell to 2nd story	Staff Initiated



								porches and balconies		
20-000688	ENSLEY, FRED R EST & MAURITA	245		TENNEY			07/23/2020	Exterior Structure Property Areas, Sanitation	Tall weeds and debris. Exterior property areas need cleaned up.	Phone
20-000688	ENSLEY, FRED R EST & MAURITA	245		TENNEY			07/23/2020	Exterior Structure, General	Siding in need of repair. Missing siding and failing pain. Open framing.	Phone
20-000688	ENSLEY, FRED R EST & MAURITA	245		TENNEY			07/23/2020	Exterior Structure, Protective Treatment	Missing siding, paint and roofing.	Phone
20-000688	ENSLEY, FRED R EST & MAURITA	245		TENNEY			07/23/2020	Exterior Structure, Roofs and drainage	Roofing material in very poor condition. Holes in roof. Open framing.	Phone
20-000689	PADILLA, ALFONSO	835		ROLLINS			07/23/2020	Exterior Structure Property Areas, Sanitation	Tall weeds and debris, entire property in need of clean up efforts.	
20-000689	PADILLA, ALFONSO	835		ROLLINS			07/23/2020	Exterior Structure, Protective Treatment	Missing and or loose siding.	
20-000689	PADILLA, ALFONSO	835		ROLLINS			07/23/2020	Exterior Structure, Foundation Walls	East side foundation wall falling in.	
20-000689	PADILLA, ALFONSO	835		ROLLINS			07/23/2020	Exterior Structure, Exterior walls	Voids in exterior walls.	
20-000689	PADILLA, ALFONSO	835		ROLLINS			07/23/2020	Exterior Structure, Roofs and drainage	Roof and soffit in need of repair.	
20-000690	PEED, JASON A & LISA R	524	NORTH	CHESTNUT			07/27/2020	Unsafe, Unsightly Structures	Front porch falling in	Staff Initiated
20-000691	DANIEL, JAY & MICHELLE	420	NORTH	GROVE			07/27/2020	Storage and parking of vehicles and other personal property	Inoperable vehicle on jack stands	Staff Initiated
20-	PYLE, KEITH R & DEBORAH E	220	NORTH	BOSS			07/27/2020	Littering	Sofa in front yard	Staff 



000692										
20-000693	LONGEVILLE, BRETT A & BLAKE A	129	NORTH	WASHINGTON			07/27/2020	Littering	Sofa in front by steeet	
20-000694	EINSELE, LISA M	115		TENNEY	ST		07/27/2020	Littering	Sofa and debris by fence	Staff Initiated
20-000695	VIBRANT CREDIT UNION	1118		JUNE	ST	800-323-5109 EXT 328	07/27/2020	Exterior Structure Property Areas, Rodent harborage	House full of garbage and debris causing rodent and insect nuisance to neighboring properties.	Phone
20-000695	VIBRANT CREDIT UNION	1118		JUNE	ST	800-323-5109 EXT 328	07/27/2020	Rubbish and Garbage, Accumulation of rubbish or garbage		Phone
20-000696	FRAIL, JEFFREY & CARLEY	629	NORTH	ADAMS			07/28/2020	Littering	Debris	Staff Initiated
20-000697	SANCHEZ, JAVIER D	627	NORTH	ADAMS	ST		07/28/2020	Storage and parking of vehicles and other personal property	Inoperable vehicles needs removed	Staff Initiated
20-000699	SANCHEZ, JAVIER	623	NORTH	ADAMS			07/28/2020	Storage and parking of vehicles and other personal property	Inoperable vehicles must be removed	Staff Initiated
20-000699	SANCHEZ, JAVIER	623	NORTH	ADAMS			07/28/2020	Littering	Debris in back yard	Staff Initiated
20-000700	PRICE, ROBERT J ET AL	618	NORTH	JACKSON			07/28/2020	Storage and parking of vehicles and other personal property	Inoperable truck	Staff Initiated
20-000700	PRICE, ROBERT J ET AL	618	NORTH	JACKSON			07/28/2020	Littering	Debris and junk	Staff Initiated
20-	PAREDES, MARIA	1011	NORTH	CHESTNUT	ST		07/28/2020	Littering	Furniture and debris in drive	Il on



000702										
20-000703	GASTFIELD, RONALD	708	NORTH	ELM			07/29/2020	Storage and parking of vehicles and other personal property	Inoperable truck	Staff Initiated
20-000703	GASTFIELD, RONALD	708	NORTH	ELM			07/29/2020	Littering	Trash and debris in back yard	Staff Initiated
20-000704	SANCHEZ, LORENZO	816		PRAIRIE	AVE		07/29/2020	Littering	2 large brush piles must be removed. Potential illegal burn	Staff Initiated
20-000707	OSMANI, DZELIL	707	EAST	5TH	ST		07/30/2020	Littering		
20-000708	VAUGHN, HEIDI M	635	NORTH	TREMONT			07/30/2020	Littering	Furniture and debris along house	Staff Initiated





## Health - Building - Zoning

### Building Permits July 2020

Date	Bldg. Permit#	Permit Issued To	Job Address	Est Cost	Permit Fee
Job Descrip					
7/1/2020	B-20-118	Ray Kuster	902 Madison		
Construction of approx 150' of wood treated, 6' privacy fence to enclose property				\$1,800.00	\$20.00
7/1/2020	B-20-119	Larry Flannery	922 Simpson		
Construction of 12' x 12' (144 sq ft total) storage shed on E side of property (work started w/o				\$2,000.00	\$20.00
7/1/2020	B-20-120	Matias Bonilla	600 Cole		
Rebuilding 12' x 22' (264 sq ft total) deck w/ concrete floor, and adding roof over the deck.				\$3,000.00	\$69.50
7/1/2020	B-20-121	James Themanson	610 Park Ave		
Install handicapped ramp in front of DAR house (permit fees waived for Rebuilding Together				\$900.00	(\$10.00)
7/1/2020	B-20-122	Greg Anderson	1431 Mary		
Install 27', 54" deep above ground pool w/ electric, located in back yard w/in fencing.				\$4,700.00	\$89.00
7/2/2020	B-20-123	Terry Engels	224 Payson		
Install one Shelter Logic temporary carport/tent, steel frame w/ cover, 10' x 20' (200 sq ft total				\$300.00	\$20.00
7/2/2020	B-20-124	Terry Engels	224 Payson		
Construction of steel frame 12' x 20' (240 sq ft total) carport w/ steel siding on the outside. (W				\$1,200.00	\$139.00
7/2/2020	B-20-125	Elizabeth Acosta	620 S Grove		
Construction of 20' x 14' (280 sq ft total) roof over patio off of W side of garage.				\$1,400.00	\$69.50
7/2/2020	B-20-126	Alfonso Ramirez	821 Rollins		
Construction of 11' X 22' (242 sq ft total) lean to next to/connected to garage.				\$2,000.00	\$69.50



Date	Bldg. Permit#	Permit Issued To	Job Address	Job Descrip	Est Cost	Permit Fee
7/2/2020	B-20-127	Timothy Schaefer	105 Dodge	Construction of 6' x 24' (144 sq ft total) new front porch in place of existing deck. Upgrading	\$8,000.00	(\$10.00)
7/2/2020	B-20-128	Raul Chavez	1310 W Prospect	Construction of 20' x 22' (440 sq ft total) carport in front of garage, attached to pre-existing sl	\$2,400.00	(\$82.50)
7/6/2020	B-20-129	Jeremy Stout	814 Page	Install 6' privacy fence in rear and side yards of property.	\$4,400.00	\$20.00
7/6/2020	B-20-130	Paul VanWassenhome	319 McKinley	Adding 34' x 14' (476 sq ft total) roof over patio/screened in porch.	\$16,000.00	\$82.50
7/7/2020	B-20-131	Selene Hernandez	428 E Church	Install appx 195' of 6' wooden fence on N & E sides of property.	\$800.00	\$20.00
7/7/2020	B-20-132	Silvia Granillo	641 Manchester	Construction of 24' x 16' (384 sq ft total) shed w/ cement floor and 8' x 16' porch.	\$5,500.00	\$76.00
7/8/2020	B-20-133	Bryan Hood	1300 Rockwell	Addition to existing deck, extending on W side 8' x 17' (136 sq ft total).	\$800.00	(\$10.00)
7/9/2020	B-20-134	Mark Frampton	1318 Lake	Install appx 300' of 6' fencing to enclose back yard.	\$2,000.00	\$20.00
7/13/2020	B-20-135	Kerry Hallberg	1014 N Grace	Install 24' x 25" above ground pool, 24" Resin fence around top rails and safety ladder. Pool l	\$5,000.00	\$82.50
7/15/2020	B-20-136	Benito Favela	125 E Oak	Construction of light steel frame garage (22' x 26') and carport (22' x 30') behind house on con	\$11,600.00	(\$134.50)
7/16/2020	B-20-137	Self	315 Hillside	Construction of 16' x 16' (256' sq ft total) storage shed on back of property on a concrete slab.	\$6,500.00	\$69.50
7/21/2020	B-20-138	James VanDierendonck	721 Morton	Construction of 22' x 30' (660 sq ft total) steel garage on slab.	\$12,500.00	(\$95.50)



Date	Bldg. Permit#	Permit Issued To	Job Address	Job Descrip	Est Cost	Permit Fee
7/21/2020	B-20-139	Daniel Sotelo	611 E 5th			
				Construction of 20' x 25' (500 sq ft total) steel garage on pre-existing slab.	\$1,500.00	(\$82.50)
7/21/2020	B-20-140	James Ensley	308 S Walnut			
				Construction of 12' x 15' (180 sq ft total) deck on the E side of house, and install a set of Fren	\$13,000.00	\$10.00
7/27/2020	B-20-141	Alex Paulsen	320 Acorn St S			
				Install appx 192' of 6' wood privacy fence to enclose back yard.	\$3,000.00	\$20.00
7/28/2020	B-20-142	Kelli Rashid	311 Birch			
				Install 160' of 4-5' chain link fence on W side of existing pool fence.	\$200.00	\$20.00
7/28/2020	B-20-143	Hannah Ainley	424 Roosevelt			
				Install appx 115' of 4' wooden fence w/ two gates to enclose backyard of property.	\$2,200.00	\$20.00

*Value of improvements in Enterprise Zone* **\$37,700.00**

*Value of improvements outside the Enterprise Zone* **\$75,000.00**

*Total Value of Improvements* **\$112,700.00**

*Total Value of Permit Fees waived for Enterprise Zone* **(\$425.00)**

*Total Value of other Permit Fees* **\$937.00**

**Prepared by:** 





## Health - Building - Zoning

### Electrical Permits July 2020

Date	Elec Permit#	Permit Issued To	Job Address		
Job Descrip			Est Cost	Permit Fee	
7/1/2020	E-20-044	Greg Anderson	1431 Mary		
Install 27', 54" deep above ground pool w/ electric, located in back yard w/in fencing.			\$300.00	\$50.00	
7/2/2020	E-20-045	Timothy Schaefer	105 Dodge		
Construction of 6' x 24' (144 sq ft total) new front porch in place of existing deck. Upgrading			\$1,000.00	(\$50.00)	
7/14/2020	E-20-046	Dennis Duytschaver	922 Westgate		
Replace meter base damaged by auto accident.			\$1,500.00	(\$50.00)	
7/14/2020	E-20-047	Frank Polowy	1200 W Division		
Upgrade to 200A underground service w/ new main breaker box and feed to house.			\$1,780.00	\$50.00	
7/15/2020	E-20-048	Benito Favela	125 E Oak		
Construction of light steel frame garage (22' x 26') and carport (22' x 30') behind house on con			\$400.00	(\$50.00)	
7/21/2020	E-20-049	Daniel Kuffel	224 E Garfield		
Install new 200 amp service and inside wiring. Install new furnace and central air, all new duc			\$3,000.00	\$100.00	
7/29/2020	E-20-050	William Oberg	308 S Walnut		
Moving the overhead electrical service to a different location on the house, as well as putting t			\$1,500.00	\$50.00	



Date	Elec Permit#	Permit Issued To	Job Address	Est Cost	Permit Fee
Job Descrip					
<i>Value of improvements in Enterprise Zone</i>				<b>\$2,900.00</b>	
<i>Value of improvements outside the Enterprise Zone</i>				<b>\$6,580.00</b>	
<i>Total Value of Improvements</i>				<b>\$9,480.00</b>	
<i>Total Value of Permit Fees waived for Enterprise Zone</i>				<b>(\$150.00)</b>	
<i>Total Value of other Permit Fees</i>				<b>\$250.00</b>	

Prepared by: Elizabeth A. Kelley





## Health - Building - Zoning

### Plumbing Permits July 2020

Date	Plumb Permit	Permit Issued To	Job Address	Job Descrip	Est Cost	Permit Fee
7/15/2020	P-20-049	Ed's Htg, AC, Plmbg & Elec., Inc.	839 Page	Install one new A.O. Smith 40 gallon natural gas water heater.	\$945.14	(\$16.30)
7/15/2020	P-20-050	Ed's Htg, AC, Plmbg & Elec., Inc.	7 Percil Ct	Install one new A.O. Smith 40 gallon natural gas water heater.	\$1,055.82	\$16.30
7/15/2020	P-20-051	Ed's Htg, AC, Plmbg & Elec., Inc.	328 Tenney	Install one new A.O. Smith 40 gallon natural gas water heater.	\$837.63	(\$16.30)
7/20/2020	P-20-052	Ed's Htg, AC, Plmbg & Elec., Inc.	602 Williams	Install one new A.O. Smith 40 gallon natural gas water heater.	\$907.21	\$16.30
7/20/2020	P-20-053	Ed's Htg, AC, Plmbg & Elec., Inc.	609 Mission	Install one new A.O. Smith 40 gallon natural gas water heater.	\$845.52	\$16.30
7/21/2020	P-20-054	Daniel Kuffel	224 E Garfield	Install new 200 amp service and inside wiring. Install new furnace and central air, all new duct	\$7,000.00	\$69.30
7/27/2020	P-20-055	Ed's Htg, AC, Plmbg & Elec., Inc.	817 N Walnut	Install one new A.O. Smith 40 gallon natural gas water heater.	\$1,050.73	\$16.30



Date	Plumb Permit	Permit Issued To	Job Address	Job Descrip	Est Cost	Permit Fee
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7/9/2020	P-20-048	Ed's Htg, AC, Plmbg & Elec., Inc.	534 Whitney			
Install one new A.O. Smith 40 gallon natural gas water heater.				\$928.68	\$16.30	

<i>Value of improvements in Enterprise Zone</i>	<b>\$1,782.77</b>
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<i>Value of improvements outside the Enterprise Zone</i>	<b>\$11,787.96</b>
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<i>Total Value of Improvements</i>	<b>\$13,570.73</b>
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<i>Total Value of Permit Fees waived for Enterprise Zone</i>	<b>(\$32.60)</b>
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<i>Total Value of other Permit Fees</i>	<b>\$150.80</b>
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**Prepared by:** Elsalyn A. Kehey





## Health - Building - Zoning

### Miscellaneous Permits July 2020

Date	Misc Permit#	Permit Issued To	Job Address	Job Descrip	Est Cost	Permit Fee
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7/21/2020	M-20-016	Daniel Kuffel	224 E Garfield	Install new 200 amp service and inside wiring. Install new furnace and central air, all new duct	\$10,000.00	\$74.00
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7/28/2020	M-20-017	Joseph Bejar	419 W 5th	Demolition of garage.	\$100.00	\$25.00
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7/10/2020	M-20-015	Robert Barnes	1047 N Main	Demolition of house.	\$4,000.00	(\$75.00)
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<i>Value of improvements in Enterprise Zone</i>	<b>\$4,000.00</b>
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<i>Value of improvements outside the Enterprise Zone</i>	<b>\$10,100.00</b>
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<i>Total Value of Improvements</i>	<b>\$14,100.00</b>
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<i>Total Value of Permit Fees waived for Enterprise Zone</i>	<b>(\$75.00)</b>
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<i>Total Value of other Permit Fees</i>	<b>\$99.00</b>
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Prepared by: Rosalyn A. Kelley



## Violation Listing - Weeds and Tall Grasses

**From Date:** 07/01/2020

**To Date:** 07/31/2020

File#	Owner Name	Street#	Pre-Direction	Street Name	Street Type	Phone#	Open Date	Violation Short Description	Violation Comments	How Received
20-000647	INMAN, MICHELLE M ET AL	810	NORTH	BURR	ST		07/07/2020	Weeds and Tall Grasses	Tall grass	Staff Initiated
20-000652	DZIENGEL, LOLA L EST	1709		LAKE	ST		07/08/2020	Weeds and Tall Grasses	Tall grass	Staff Initiated
20-000677	ROSS, KEITH	314	WEST	PROSPECT			07/20/2020	Weeds and Tall Grasses	Tall weeds along fencing on alley	Phone
20-000684	JOHNSON, LYNN E	620	EAST	11TH	ST		07/22/2020	Weeds and Tall Grasses	Tall weeds and grass	Staff Initiated
20-000698	SANCHEZ, JAVIER	623	NORTH	ADAMS			07/28/2020	Weeds and Tall Grasses	Tall grass	Staff Initiated
20-000705	FEUCHT, EARL W & MARGARET L	811		PRAIRIE	AVE		07/29/2020	Weeds and Tall Grasses	Tall grass	
20-000706	FEUCHT, EARL W & MARGARET L	820	EAST	3RD	ST		07/29/2020	Weeds and Tall Grasses	Tall grass and weeds	Staff Initiated
20-000709	WICKHAM, ROBERT B & MARY L	425		DWIGHT			07/30/2020	Weeds and Tall Grasses	Tall weeds along house and garage	Staff Initiated
20-000710	DEBORAH KICK & JERRY KERNS	419		DWIGHT	ST		07/30/2020	Weeds and Tall Grasses	Tall grass and weeds around house and yard	Staff Initiated



**From:** [Beth Kelley](#)  
**To:** [Debbie Johnson](#); [Gary Bradley](#); [Rod Johnson](#); [Rabecka Jones](#)  
**Subject:** Murphy's report  
**Date:** Tuesday, August 04, 2020 10:52:13 AM  
**Attachments:** [image001.png](#)

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Good morning,

Here is the updated information on Murphy's Transfer Station account:

Balance on account as of 8/1/20: \$26066.22

Payment in drop box on 8/3/20: \$19372.94

June penalty processed on 8/3/20: \$133.86

July bill processed on 8/4/20: \$22212.35

Current balance on account 8/4/20: \$29039.49

If you have any questions or need any additional information, please let me know.

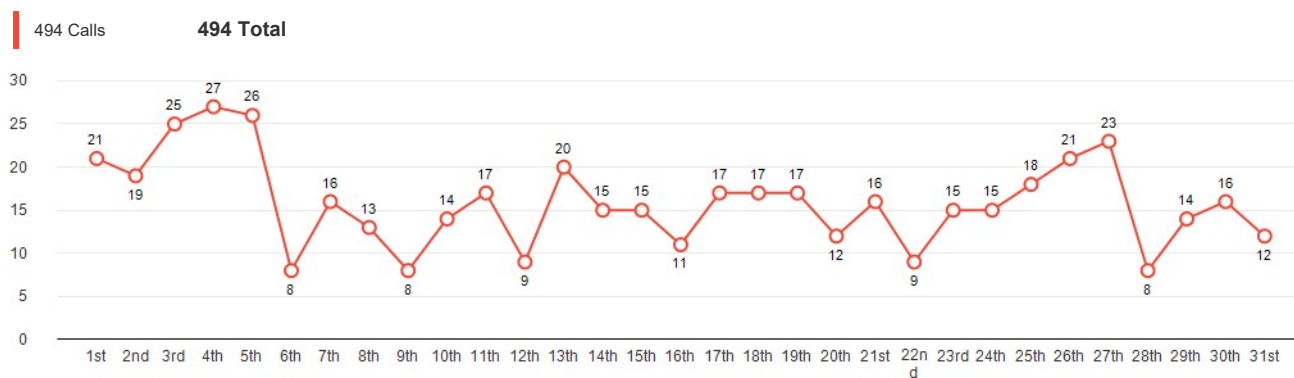
Thanks!

Beth Kelley  
City of Kewanee Public Works Department  
Phone: 309.852.2611 Ext 222  
Email: [bmillman@cityofkewanee.net](mailto:bmillman@cityofkewanee.net)  
Fax: 309.856.6001

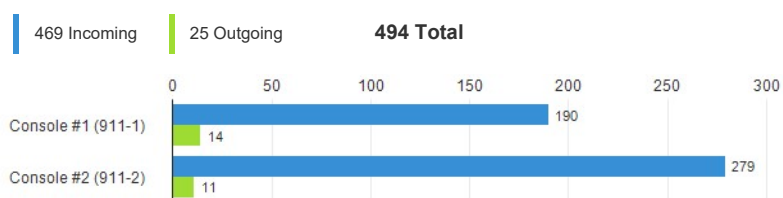




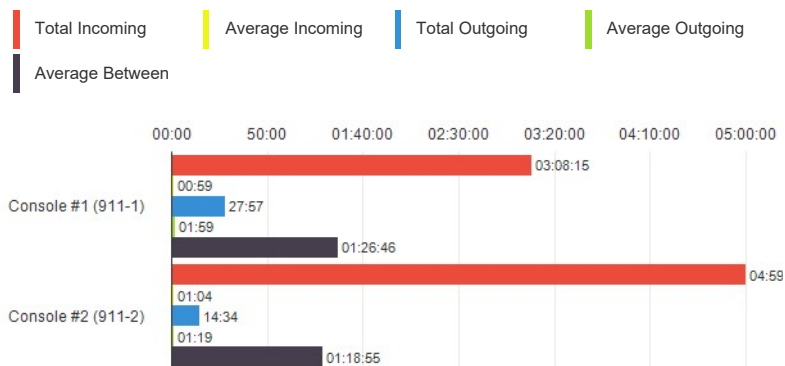
## Captures per Day in July, 2020



## Call Flow for July, 2020

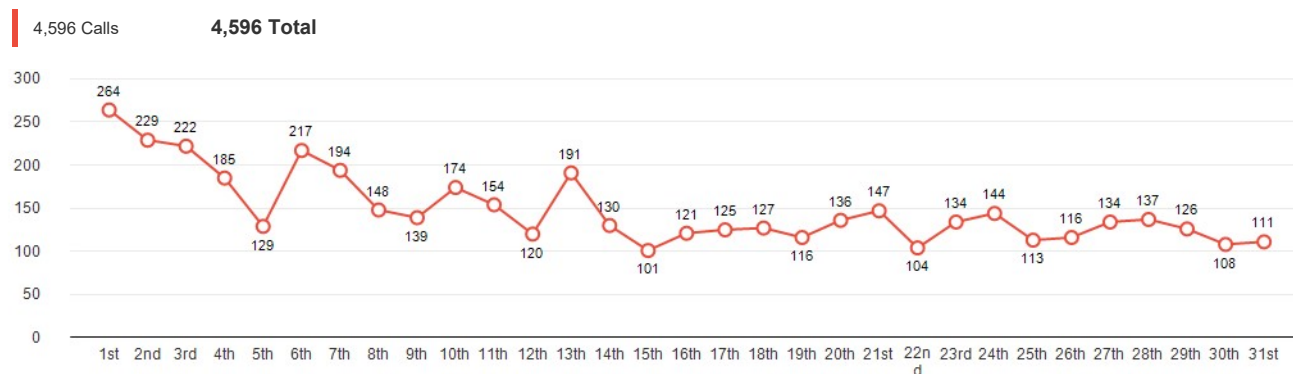


## Call Durations for July, 2020

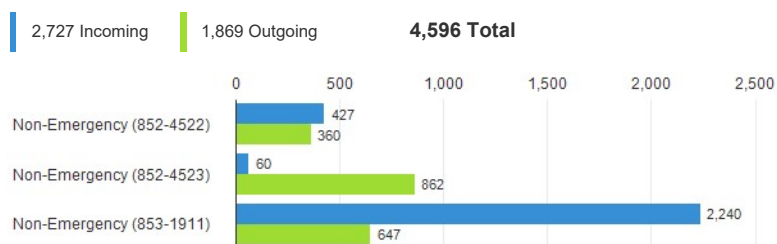




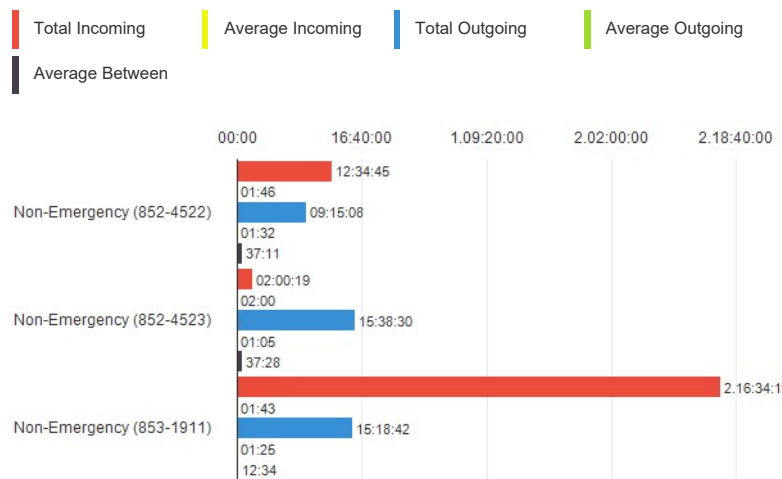
## Captures per Day in July, 2020



## Call Flow for July, 2020



## Call Durations for July, 2020







# Kewanee PD

## Calls For Service by Time and Day

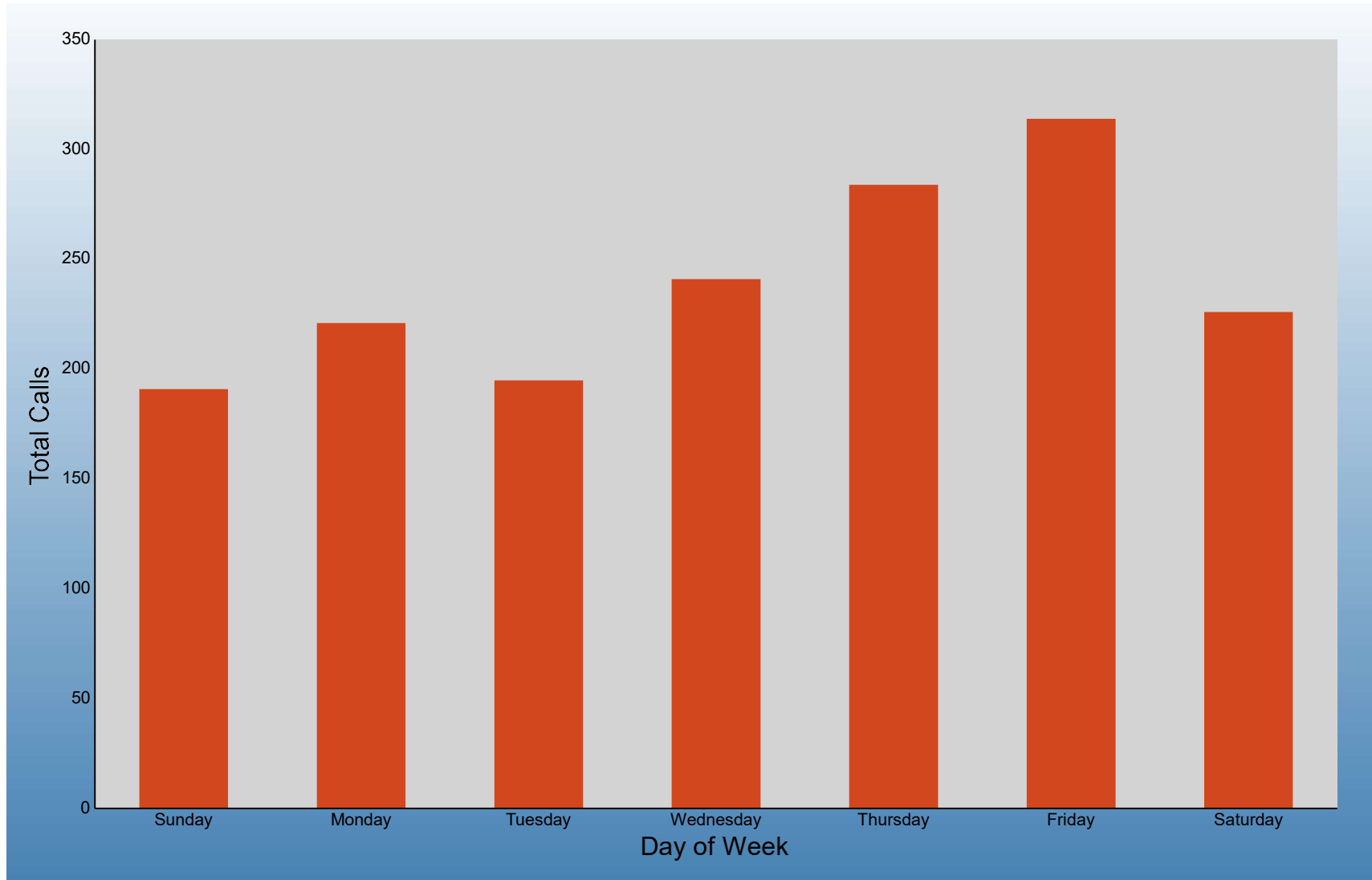
### July 2020

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
0000 - 0059 Hrs	8	2	5	3	6	7	6	37
0100 - 0159 Hrs	10	7	5	7	7	6	8	50
0200 - 0259 Hrs	8	3	6	10	9	6	5	47
0300 - 0359 Hrs	4	4	5	6	8	6	6	39
0400 - 0459 Hrs	4	2	7	7	2	4	3	29
0500 - 0559 Hrs	6	5	2	5	5	10	4	37
0600 - 0659 Hrs	2	2	1	4	5	5	5	24
0700 - 0759 Hrs	6	4	5	5	7	5	9	41
0800 - 0859 Hrs	9	14	8	5	12	8	3	59
0900 - 0959 Hrs	10	5	6	11	13	14	12	71
1000 - 1059 Hrs	7	10	15	13	12	17	9	83
1100 - 1159 Hrs	11	11	8	11	19	18	6	84
1200 - 1259 Hrs	6	12	9	10	16	17	13	83
1300 - 1359 Hrs	11	15	15	10	17	15	8	91
1400 - 1459 Hrs	10	15	10	17	10	16	7	85
1500 - 1559 Hrs	8	14	10	19	12	15	12	90
1600 - 1659 Hrs	9	8	14	16	15	19	13	94
1700 - 1759 Hrs	9	12	7	10	18	13	10	79
1800 - 1859 Hrs	8	18	13	11	13	14	6	83
1900 - 1959 Hrs	9	15	12	18	13	15	9	91
2000 - 2059 Hrs	11	13	10	14	16	23	15	102
2100 - 2159 Hrs	9	11	8	8	19	28	23	106
2200 - 2259 Hrs	7	11	8	11	19	15	18	89
2300 - 2359 Hrs	9	8	6	10	11	18	16	78
<b>Total</b>	<b>191</b>	<b>221</b>	<b>195</b>	<b>241</b>	<b>284</b>	<b>314</b>	<b>226</b>	<b>1,672</b>



# July 2020

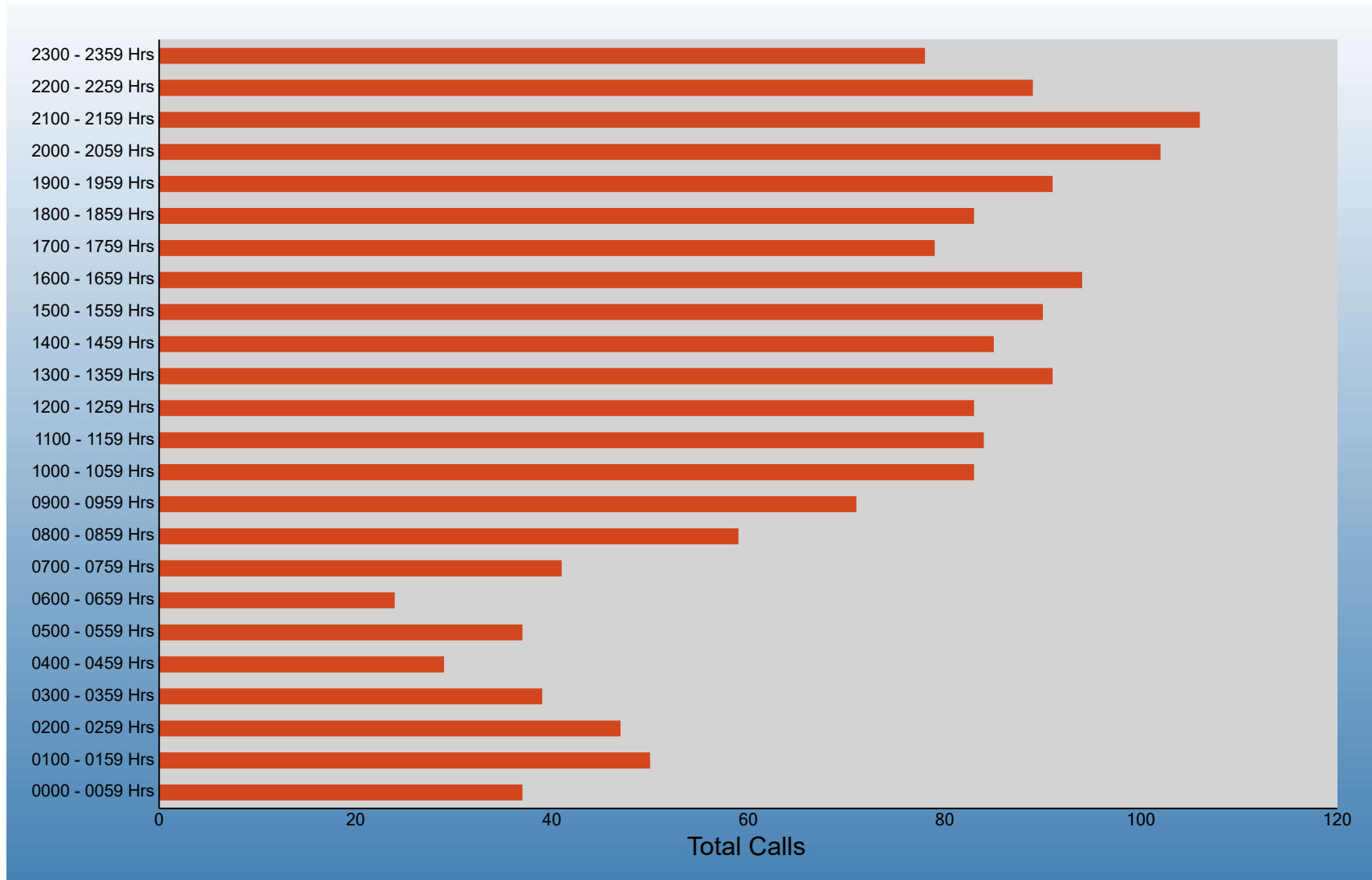
## Total Calls by Day





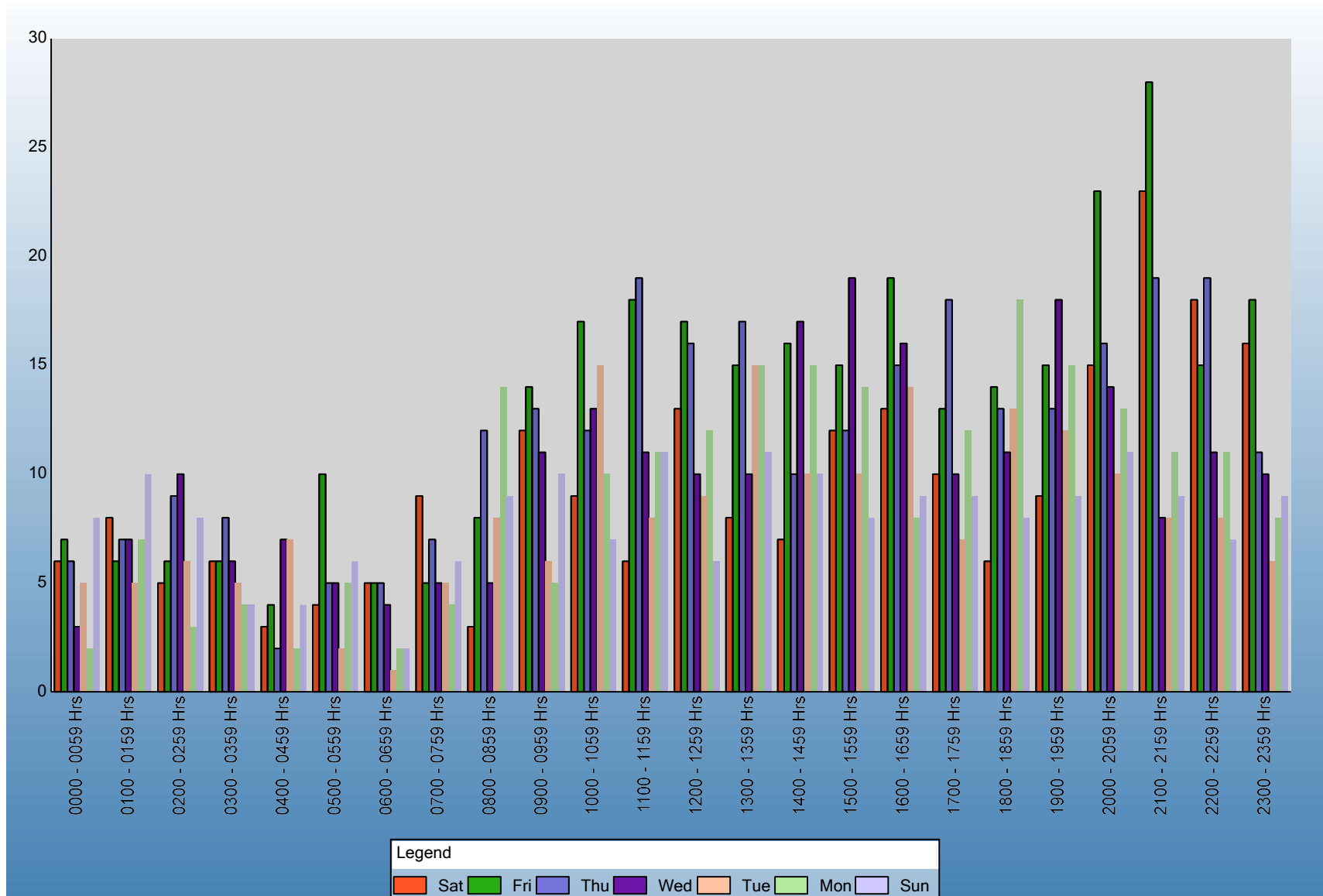
# July 2020

## Total Calls by Hour



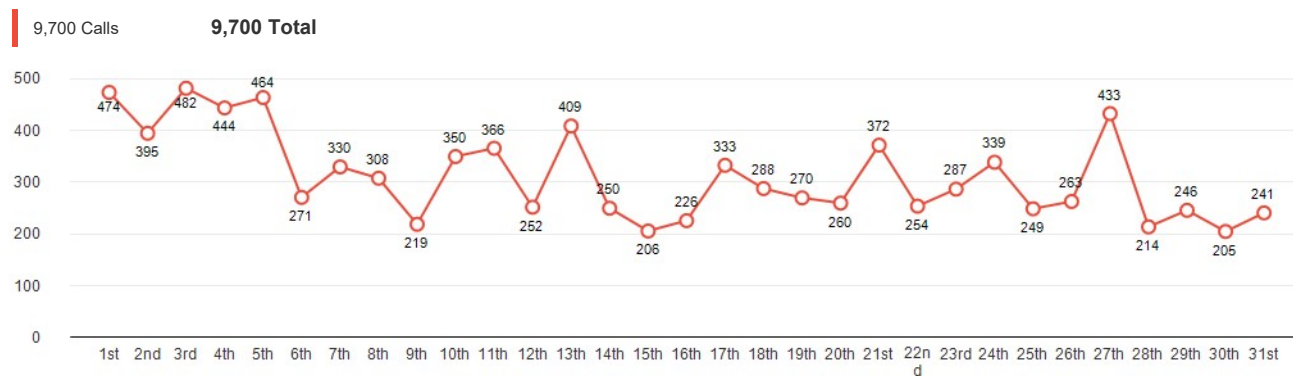


# July 2020 Total Calls by Hour and Day

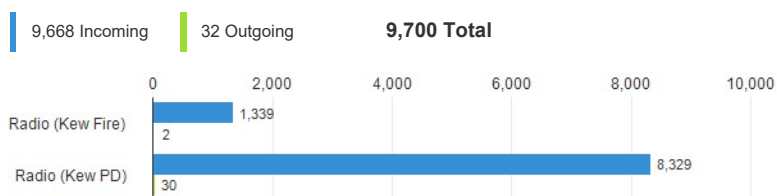




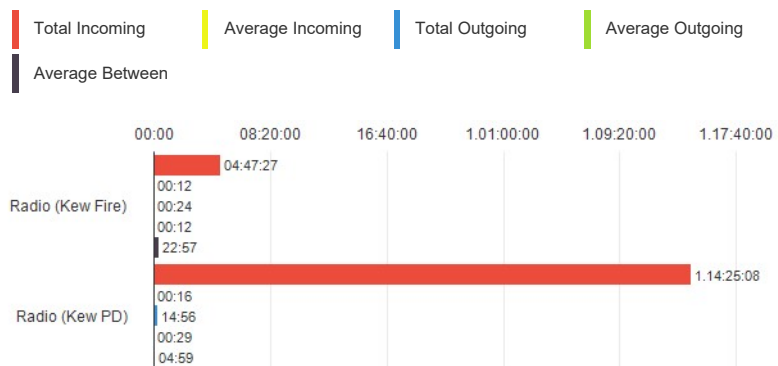
## Captures per Day in July, 2020



## Call Flow for July, 2020



## Call Durations for July, 2020







Kewanee PD

# Monthly UCR Code Report July 2020

Printed: 02-Aug-2020 15:08

<u>Code</u>	<u>Description</u>	<u>Total</u>
		4871
0310	ROBBERY:ARMED ROBBERY	1
0410	BATTERY:AGGRAVATED	6
0460	BATTERY:SIMPLE	6
0486	BATTERY:DOMESTIC BATTERY	10
0488	BATTERY:AGGRAVATED DOMESTIC BATTERY	1
0560	ASSAULT:SIMPLE	1
0610	BURGLARY:FORCIBLE ENTRY	2
0630	BURGLARY:ATTEMPTS-FORCIBLE ENTRY	1
0710	THEFT FROM MOTOR VEHICLE	2
0810	THEFT:OVER \$300	2
0815	THEFT UNDER \$500	14
0820	THEFT:UNDER \$300	14
0825	THEFT OVER \$500	2
0850	THEFT:ATTEMPTS	1
0860	THEFT:RETAIL THEFT	13
1120	DECEPTION:FORGERY	2
1137	DECEPTION:IDENTITY THEFT	1
1150	DECEPTION:CREDIT CARDS	1
1190	DECEPTION:ATTEMPTS	2
1310	CRIMINAL DAMAGE TO PROPERTY	13
1320	CRIMINAL DAMAGE TO VEHICLE	4
1330	CRIMINAL TRESPASS TO LAND	5
1340	CRIMINAL DAMAGE TO GOVERNMENT SUPPORTED PROPERTY	1
1350	CRIMINAL TRESPASS TO STATE SUPPORTED LAND	1
1365	CRIMINAL TRESPASS TO RESIDENCE	1
1740	RUN-AWAYS (JUVENILES)	14
1750	CHILD ABUSE	1
1755	CHILD ABANDONMENT	1
1780	NEGLECT OF CHILD	9



<b><u>Code</u></b>	<b><u>Description</u></b>	<b><u>Total</u></b>
1811	CANNABIS CONTROL ACT:POSS 30 GRAMS OR LESS	1
1812	CANNABIS CONTROL ACT:POSS OVER 30 GRAMS	1
1910	CONTROLLED SUB ACT:POSS OF METHAMPHETAMINE	6
2020	CONTROLLED SUB.ACT:POSSESSION OF CONTROLLED SUB.	1
2170	DRUG PARAPHERNALIA ACT:POSSESS DRUG EQUIPMENT	3
2230	LIQUOR CONTROL ACT VIOL.:ILLEGAL CONSUMP. BY MINOR	1
2410	DRIVING UNDER INFLUENCE OF ALCOHOL	1
2440	RECKLESS DRIVING	2
2460	CANCELLED/SUSP/REV REGISTRATION	1
2461	OPERATE UNINSURED MOTOR VEHICLE	7
2470	NO DRIVERS LICENSE	2
2475	MOTOR VEHICLE ANTI-THEFT LAWS	1
2480	SUSPEND/REVOKED DRIVERS LICENSE	8
2820	DISORDERLY CONDUCT:TELEPHONE THREAT	1
2825	DISORDERLY CONDUCT:HARASSMENT BY TELEPHONE	6
2890	DISORDERLY CONDUCT:OTHER(NOT DRUNKENNESS)	7
3000	DISORDERLY CONDUCT:FIREWORKS	92
3710	INTERFER W/PUB.OFFIC:RESIST/OBSTRUCT/DISARM OFFICR	3
3960	INTIMIDATION:INTIMIDATION	1
3961	INTIMIDATION:AGGRAVATED INTIMIDATION	1
4230	KIDNAPPING:UNLAWFUL RESTRAINT	1
4386	VIOLATION BAIL BOND	2
4387	VIOLATION OF ORDER OF PROTECTION	9
4515	SEX OFFENDER - FAIL TO REG NEW ADDR/EMPL/SCHO	2
4570	VIOL CHILD MURDER AND VIOLENT YOUTH OFF REG ACT	1
4870	DOMESTIC VIOLENCE	2
5081	IN-STATE WARRANT	16
5083	RECOVERED PROPERTY ONLY	2
6000	ABANDONED VEHICLE	3
6019	ACCIDENT-TICKET ISSUED	4
6020	ACCIDENT - TRAFFIC - DAMAGE ONLY	15
6021	ACCIDENT-HIT AND RUN - DAMAGE	3
6039	ACCIDENT - TRAFFIC - PD ONLY	2
6040	ACCIDENT - TRAFFIC - INJURY	3
6041	ACCIDENT - TRAFFIC - INJ UNK	3
6060	ALARM - BUSINESS	15
6061	ALARM - AUDIBLE - BUSINESS	1
6065	ALARM - RESIDENCE	2
6075	ALARM - VEHICLE - AUDIBLE	1
6100	AMBULANCE - EMERGENCY	14
6120	ANIMAL - BARKING DOG	7



<b><u>Code</u></b>	<b><u>Description</u></b>	<b><u>Total</u></b>
6130	ANIMAL - CITATION	2
6150	ANIMAL - DOG AT LARGE	41
6151	ANIMAL - OTHER AT LARGE	3
6160	ANIMAL - DOG BITE	2
6170	ANIMAL - TAKEN TO IMPOUND	7
6180	ANIMAL - LOST/FOUND	26
6190	ANIMAL - NEGLECT/ABUSE	16
6200	ANIMAL - OTHER ANIMAL BITE	1
6210	ANIMAL - OTHER COMPLAINT	3
6220	ANIMAL - SICK/INJURED	3
6280	ASSIST - BUSINESS	9
6290	ASSIST - CITIZEN	39
6320	ASSIST - HCSO	3
6330	ASSIST - KEWANEE PD	1
6340	ASSIST - OTHER AGENCIES	4
6360	ASSIST - OTHER LAW ENFORCEMENT AGENCIES	7
6380	ASSIST - STATE POLICE	1
6410	ATV/MINI BIKE COMPLAINT	6
6431	BICYCLE - FOUND BICYCLE	2
6490	CHECK BUSINESS	87
6500	CHECK OPEN DOOR	4
6510	CHECK RESIDENCE	4
6515	CHECK CITY PARK	3
6520	CHECK WELFARE	34
6530	CHILDREN PLAYING IN STREET	4
6540	CITY ORDINANCE VIOLATION - OTHER	1
6555	CIVIL STAND BY	17
6560	CIVIL COMPLAINT - OTHER	22
6561	CIVIL COMPLAINT - CUSTODY VIOLATIONS	9
6565	COMMUNITY CONTACTS	1
6571	DAMAGE TO PROPERTY - NON CRIMINAL	1
6580	COURT / ON DUTY	2
6670	DISPERSE GROUP	3
6680	DISTURBANCE - CIVIL	3
6690	DISTURBANCE - DOMESTIC	53
6700	DISTURBANCE - FIGHTS-RIOTS-BRAWLS	16
6705	DISTURBANCE - NEIGHBORHOOD TROUBLE	13
6715	DISTURBANCE - OTHER	5
6720	ESCORT BANK	15
6730	ESCORT OTHER	2



<b><u>Code</u></b>	<b><u>Description</u></b>	<b><u>Total</u></b>
6740	ESDA	1
6750	EVIDENCE TECH	1
6760	EXPLOSIVE DEVICE - EXPLOSION	1
6770	EXTRA PATROL	12
6790	FINGERPRINTING	22
6800	FIRE CALLS - OTHER	5
6801	FIRE CALLS - CONTROLLED BURN	1
6802	FIRE CALLS - GRASS OR BRUSH	1
6803	FIRE CALLS - STRUCTURE	1
6810	FOLLOW - UP	109
6811	FOLLOW - UP - CRIMINAL COMPLAINTS	1
6821	HARASSMENT	42
6880	ILLEGAL BURNING	19
6890	ILLEGAL DUMPING	1
6940	JUVENILES - OTHER PROBLEMS	16
6999	PREMISE ALERT	8
7000	LOST/FOUND ARTICLES	20
7010	LOUD NOISE	12
7030	MEETING	2
7040	MENTAL PATIENT	36
7050	MENTAL PATIENT - ATTEMPTED SUICIDE /THREAT	5
7080	MISCHIEVOUS CONDUCT	1
7090	MISSING PERSON - ADULT	5
7100	MISSING PERSON - JUVENILE OTHER	5
7110	MOTORIST ASSIST - OTHER	11
7120	OBSTRUCTION OF PUBLIC RIGHT OF WAY	6
7175	OTHER PUBLIC COMPLAINTS	24
7190	PAPER SERVICE - ATTEMPT	1
7200	PAPER SERVICE - CIVIL	3
7220	PAPER SERVICE - ORDER OF PROTECTION	2
7250	PARKING COMPLAINT	8
7310	PRISONER TRANSPORT	8
7336	RAILROAD - TRESPASSING	1
7337	RAILROAD - CROSSING PROBLEMS	8
7350	REMOVE UNWANTED SUBJECT	19
7360	REPOSSESSION	2
7375	SCAMS - ACTUAL	6
7376	SCAMS - ATTEMPTED	18
7400	SEX OFFENDER - REGISTRATION	28
7401	SEX OFFENDER - FAILURE TO REGISTER	1
7402	SEX OFFENDER - ADDRESS VERIFICATION	2



<b><u>Code</u></b>	<b><u>Description</u></b>	<b><u>Total</u></b>
7420	SMOKE REPORT - GAS SMELL	1
7421	SMOKE REPORT - OTHER	1
7456	MULTI AGENCY CRIMINAL ENFORCEMENT	5
7470	SUSPICIOUS ACTIVITY	22
7480	SUSPICIOUS AUTO	11
7490	SUSPICIOUS NOISE	6
7500	SUSPICIOUS PERSON	24
7560	TRAFFIC COMPLAINT	24
7570	TRAFFIC CONTROL	3
7590	TRAFFIC STOP	78
7600	TRAFFIC STOP - CITATION	9
7610	TRAFFIC STOP - WRITTEN WARNING	26
7640	TRASH	1
7645	TREE DOWN	4
7650	UTILITIES COMPLAINT	10
7666	WARRANT - ATTEMPT	2
7680	WIRE DOWN	12
7690	911 -HANG UP	64
7700	911-MISDIAL	34
7730	911- WIRELESS CALL	19
7740	911- TEST CALL	1
7760	911 - OPEN LINE	29
7780	911 - UNLAWFUL USE OF 9-1-1	19
7800	DELIVER MESSAGE	2
8000	STATION INFO - INFO NOT LISTED ELSEWHERE	69
8010	SEARCH WARRANT	1



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CITY OF KEWANEE  
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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
=====				
01 ADVANCED PLUMBING & MECHANICAL			2990.00	
16921	52-43-515	EMERGENCY VAC MANHOLES		1040.00
17035	52-43-515	JET GREASE @TENNEY		1950.00
01 AEP ENERGY			47.86	
D07272020	01-52-571	PARK PEDESTALS		2.44
D07282020	01-21-539	ANIMAL POUND ELECTRICITY		45.42
01 AIRGAS MID AMERICA			90.85	
9103392927	01-22-612	OXYGEN		90.85
01 ALL SEASONS LAWN CARE			1638.99	
279	01-65-549	WEED MOWING CONTRACT		1638.99
01 AMEREN ILLINOIS			197.03	
D072920	01-21-539	POUND		36.79
D07302020	01-21-539	POUND		160.24
01 ASSEMBLED PRODUCTS CORPORATION			89.91	
7788945	01-21-512	IN CAR COMP STAND		89.91
01 B & B PRINTING			676.85	
24525	57-44-652	EXCESS BAG STICKERS		471.85
24530	01-11-651	ENVELOPES		51.25
24530	01-41-651	ENVELOPES		51.25
24530	51-42-651	ENVELOPES		51.25
24530	52-43-651	ENVELOPES		51.25
01 B & B LAWN EQUIPMENT & CYCLERY			118.00	
254261	58-36-612	TORO PARTS		7.00
255285	58-36-612	FERRIS PARTS		18.00
256303	01-41-512	REPAIR STIHL SAW		93.00
01 BARASH & EVERETT, LLC			7200.00	
65	21-11-533	JULY RETAINER		6250.00
65	21-11-533	ADDITIONAL FEES		950.00
01 BEA OF ILLINOIS			17842.00	
2208499	51-93-652	ALARM BATTERIES		689.50
2208501	51-93-652	ALARM BATTERIES		689.50
2208512	51-93-830	SCADA @ WATER PLANT		16100.00
2208513	51-93-512	WATER PLANT ALARM		363.00
01 BOCK'S EQUIPMENT & REPAIR INC			4000.00	
14977	58-36-618.3	PRO TURN 460		1865.00
14977	01-52-618.3	PRO TURN 460		1865.00
14977	58-36-830	PRO TURN 460		270.00
01 BOWMAN & ASSOCIATES, INC			995.00	
204059	38-71-611	CITY HALL EXHAUST FANS		995.00
01 BREEDLOVE'S SPORTING GOODS			40.90	
40053	01-22-471	HATS (HORN & REDIGER)		40.90
01 COLWELL, BRENT			100.00	
280981	02-61-549	ELECTRICAL INSPECTION		50.00
280982	02-61-549	ELECTRICAL INSPECTION		50.00
01 IDOIT - COMMUNICATIONS REVOLVI			316.70	
T2031702	01-21-552	LEADS LINE		316.70



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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 COMCAST CABLE			69.95	
D07262020	51-42-537	PW INTERNET		34.98
D07262020	62-45-537	PW INTERNET		34.97
01 DALE PRICE COAL YARD			275.65	
D07232020	38-71-611	CITY HALL ROCK		275.65
01 EAGLE ENTERPRISES RECYCLING IN			5378.52	
D07312020	57-44-583	JULY 2020 RECYCLING		5378.52
01 EASTERN IOWA TIRE, INC			115.00	
100088716	62-45-613	A14/ A13		40.00
100091602	62-45-613	HD		35.00
10088716	62-45-613	A14-A13		40.00
01 ED'S HEATING, A/C, PLBG & ELEC			391.80	
20870	38-71-611	CITY HALL FAUCET		391.80
01 ELGIN'S HEATING & COOLING			75.00	
24589	51-93-512	AC UNIT AT WATER PLANT		75.00
01 FRONTIER COMMUNICATIONS CORPOR			1556.98	
D07162020	01-41-552	PW LOCAL PHONE		232.29
D07162020	54-54-552	PARKS PHONE		38.23
D07162020	01-11-552	F&A LOCAL PHONE		291.75
D07162020	01-22-552	FIRE LOCAL PHONE		193.32
D07162020	52-93-552	WWTP LOCAL PHONE		125.80
D07162020	57-44-552	SANITATION LOCAL PHONE		45.00
D07162020	51-93-552	WTP LOCAL PHONE		52.77
D07162020	01-21-552	POLICE LOCAL PHONE		64.53
D07162020	58-36-552	CEMETERY LOCAL PHONE		85.59
D07162020	62-45-552	FLEET LOCAL OHONE		57.94
D071920	01-21-552	POLICE		369.76
01 GALLS, LLC			63.01	
16054451	01-21-652	DOUBLE CIPFS		63.01
01 HAYES, RAY JR			700.00	
5855	51-42-850	PUSH SPOILS		140.00
5858	52-43-515	PUSH SPOILS		560.00
01 HENRY CO ECONOMIC DEVELOPMENT			12916.00	
INV #3 & #4	02-61-913	HCED MANAGER		12916.00
01 THERESA HULSLANDER			59.98	
D07152020	58-36-652	DAMAGED BENCH @ CEMETERY		59.98
01 JOHN DEERE FINANCIAL			332.73	
1088505	62-45-612	BOCK HAND SPRAYER		62.95
1165100	01-52-612	JD 1565 MOWER		128.70
1165100	62-45-612	BOCK PRESSURE WASHER		6.04
1170354	62-45-612	LOADER		135.04
01 KELLEY, ELIZABETH			38.45	
D07272020	01-11-929	CLOTHING ALLOWANCE		38.45
01 KEWANEE ECONOMIC DEVELOPMENT C			15000.00	
FY20-21	02-61-913	1/2 ANNUAL CONTRIBUTION		15000.00
01 KEWANEE FIRE DEPT			67.20	



PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
76714	01-22-929	E WASTE		67.20
01 LAVERDIERE CONSTRUCTION INC			29275.00	
A10975	52-43-515	MCCLURE ST GREASE		2520.00
A10980	52-43-850	EMERG LAKEVIEW		8820.00
A10981	52-43-850	405&409 E CENTRAL		17935.00
01 MCKESSON MEDICAL SURGICAL			309.41	
11367174	01-22-612	MEDICAL SUPPLIES		31.44
11375669	01-22-612	MEDICAL SUPPLIES		277.97
01 MED-TECH RESOURCE LLC			4174.50	
120441	01-22-612	MED SUPPLIES		1338.10
120465	01-22-612	MED SUPPLIES		236.63
120502	01-22-612	MED SUPPLIES		2009.77
120699	01-22-612	MED SUPPLIES		590.00
01 MENARD'S			591.56	
45438	62-45-613	1K-12 AMBULANCE		14.11
45665	54-54-652	55 GAL 40 CT IRON HOLD		43.51
45691	38-71-611	CITY HALL CABLE		25.96
45707	01-41-652	LP REFIL FOR ROSE BUD		15.82
45775	54-54-652	FRANCIS PARK SUPPLIES		54.87
45813	51-42-652	SUPPLIES		92.65
45880	51-42-612	FISH TAPE/COPPER WIRE		177.90
46024	57-44-870	XFER DRIVE REHAB		166.74
01 MIDWEST WHEEL COMPANIES INC			56.06	
2029657-0	62-45-613	CREDIT		67.92-
2066065-00	62-45-613	A14		109.82
2066089-00	62-45-613	STOCK		14.16
01 MOORE TIRES KEWANEE			41.97	
K39823	01-52-512	FERRIS TIRE REPAIR		41.97
01 MUNICIPAL ELECTRONICS INC			350.00	
67453	01-21-512	RADAR CERTIFICATION		350.00
01 MUTUAL WHEEL CO INC			615.00	
9548806	62-45-613	A13		615.00
01 NARTEC INC			311.92	
14588	01-21-917	METH POCKET PACKS		311.92
01 NORTHWESTERN UNIVERSITY CENTER			4000.00	
16034	01-21-563	KIJANOWSKI STAFF & COMMAND		4000.00
01 NORTHERN SAFETY CO INC			167.20	
904080676	01-41-473	RAIN COATS/MASKS		167.20
01 OFFICE SPECIALISTS INC			91.10	
1086779-0	38-71-611	CITY HALL SUPPLIES		46.50
1086900-0	38-71-611	CITY HALL SUPPLIES		16.50
10876671-2	01-11-651	EPSON RIBBON		3.10
INV182324	01-11-537	ANTIVIRUS		25.00
01 PANTHER UNIFORMS INC			493.67	
238014	01-22-471	T GUDAT CLOTHING		242.00
23823	01-22-471	T GUDAT CLOTHING		138.02
23826	01-22-471	A WLGAT CLOTHING ALLOWCANCE		113.65



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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 PDC LABORATORIES INC			140.90	
I9423695	51-93-542	COLIFORM/ECOLI		20.00
I9425285	52-93-542	CHLORIDE BY IC		60.90
I9425604	51-93-542	COLIFORM/ECOLI		20.00
I9425668	51-93-542	COLIFORM/ECOLI		20.00
I9426859	51-93-542	COLIFORM/ECOLI		20.00
01 PERFORMANCE PIPELINING, INC			53585.78	
D08032020	33-49-850	CIPP SEWER PROJECT		53585.78
01 RATLIFF BROS & CO			18560.00	
15874	52-43-850	MANHOLE AT ADVEL CT		18560.00
01 RDJ SPECIALTIES INC			318.72	
113424	01-22-658	PLASTIC BADGES		318.72
01 SHADRICK, CHRIS			39.43	
D07272020	51-42-473	CLOTHING ALLOWANCE		39.43
01 R. EDWARD SIX			570.95	
D08032020	14-11-591	116 E 1ST ST SEWER REPAIR		570.95
01 STRYKER SALES CORPORATION			20252.18	
3080278 M	01-22-999	ACQUISITION		7083.18
3080278 M	01-22-830	EQUIPMENT		8266.40
3082554 M	01-22-830	LUCAS DEVICE		2733.60
3089160 M	01-22-830	MODEMS FOR AEG		2169.00
01 THYSSENKRUPP ELEVATOR CORP			1008.54	
3005401806	38-71-549	ELEVATOR MAINTENANCE		1008.54
01 TRIANGLE CONCRETE INC			593.75	
9911	51-42-850	PROSPECT ST		593.75
01 TSS			260.00	
56057	57-44-455	POST ACCIDENT		130.00
56057	01-41-455	POST ACCIDENT		130.00
01 UNIFORM DEN INC			160.45	
103969	01-22-471	DOUBEK		160.45
01 U.S. CELLULAR			423.00	
385056298	01-41-552	PW		150.23
385056298	01-11-552	CITY MANAGER		62.32
385056298	58-36-552	CEMETERY		47.65
385056298	01-65-552	COMM DEV		92.58
385056298	58-36-552	FP WIFI		23.64
385056298	54-54-552	CEMENTERY WIFI		23.64
385056298	57-44-552	SANITATION TABLET		22.94
01 VALLEY DISTRIBUTION CORP			156.00	
417632	62-45-613	SYNTHETIC OIL		156.00
01 VERNON MANUFACTURING CO. INC.			190.00	
18952	51-93-512	REPAIR h2o SALESMAN		190.00
01 WOODY, STEVE			150.00	
1182	01-22-455	PRE-EMPLO POLY		150.00
01 ZIMMERMAN, CAROL			160.00	
4433	01-22-563	8 MEMBERS TRAINING		160.00
** TOTAL CHECKS TO BE ISSUED			210431.45	



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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
GENERAL FUND			37300.82	
ECONOMIC DEVELOPMENT			28016.00	
INSURANCE FUND			570.95	
PUBLIC BENEFITS FUND			7200.00	
SEWER IMPROVEMENT			53585.78	
CAPITAL MAINTENANCE/MUN. BLDG.			2759.95	
WATER FUND			19369.73	
SEWER FUND			51622.95	
FRANCIS PARK			160.25	
SANITATION			6215.05	
CEMETERY FUND			2376.86	
CENTRAL MAINTENANCE			1253.11	
*** GRAND TOTAL ***			210431.45	
TOTAL FOR REGULAR CHECKS:			210,431.45	



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A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

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PAYABLE TO REG# INV NO	CHECK DATE G/L NUMBER	CHECK NO DESCRIPTION	AMOUNT	DISTR
01 UNITED STATES TREASURY	07/31/20	58138	58.51	
482 941-2NDQTR2020 01-11-929		941-2ND QTR 2020		58.51
15 GALESBURG BUILDERS SUPPLY	07/29/20	1063	3055.20	
482 27446 15-41-514		MFT-COLD PATCH MIX		3055.20
74 BLUE CROSS BLUE SHIELD OF IL	07/29/20	1439A	110489.15	
482 SD 06/20 74-14-451		HEALTH INS CLAIMS		83701.31
482 SD 06/20 74-14-452		STOP LOSS SPECIFIC		26787.84
74 HAMMOND-HENRY HOSPITAL	07/29/20	1442A	30.00	
482 D071720 74-14-451		REQUIRED RTW TEST		30.00
74 UNITED STATES TREASURY	07/30/20	1443A	446.94	
482 D073020 74-14-451		PCORI FEES 2020		446.94
74 MUTUAL OF OMAHA	07/29/20	1440A	319.20	
482 001106877803 74-14-452		LIFE/AD&D INS-8/20		319.20
74 SISCO	07/29/20	1438A	1289.92	
482 D071720 74-14-451		DENTAL/VISION CLAIMS		1289.92
74 SISCO	07/29/20	1441A	545.00	
482 D072420 74-14-451		DENTAL/VISION CLAIMS		545.00
74 SISCO	07/31/20	1444A	1140.75	
482 D073120 74-14-451		DENTAL/VISION CLAIMS		1140.75

\*\* TOTAL MANUAL CHECKS REGISTERED 117374.67



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A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

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PAYABLE TO REG#	INV NO	CHECK DATE G/L NUMBER	CHECK NO DESCRIPTION	AMOUNT	DISTR
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REPORT SUMMARY

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CASH FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	210431.45	58.51	210489.96
15	.00	3055.20	3055.20
74	.00	114260.96	114260.96
TOTAL CASH	210431.45	117374.67	327806.12

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DISTR FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	37300.82	58.51	37359.33
02	28016.00	.00	28016.00
14	570.95	.00	570.95
15	.00	3055.20	3055.20
21	7200.00	.00	7200.00
33	53585.78	.00	53585.78
38	2759.95	.00	2759.95
51	19369.73	.00	19369.73
52	51622.95	.00	51622.95
54	160.25	.00	160.25
57	6215.05	.00	6215.05
58	2376.86	.00	2376.86
62	1253.11	.00	1253.11
74	.00	114260.96	114260.96
TOTAL DISTR	210431.45	117374.67	327806.12

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CITY OF KEWANEE CITY COUNCIL AGENDA ITEM		
MEETING DATE	August 10, 2020	
RESOLUTION OR ORDINANCE NUMBER	Ordinance #4016	
AGENDA TITLE	Consideration of an ordinance granting a variance to Kellie Wilke, 426 S. Elm St.	
REQUESTING DEPARTMENT	Community Development	
PRESENTER	Keith Edwards, Director of Community Development.	
FISCAL INFORMATION	Cost as recommended:	N/A, including recurring charges
	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE	To grant a variance to of 7'6" to the required 7'6" side yard setback (10% of total lot width) to allow for the construction of a new garage. Section §155.063-(E)-(2)-(a) & §155.062-(E)-(2)-(a) of the City Code.	



<b>BACKGROUND</b>	<p>On July 13, 2020 I met with Wilke at the subject property to discuss the setback requirements for accessory structures. Wilke showed me the condition of the existing garage which is in need of demolition. Wilke wishes to have a new garage constructed which would be 24' in width. The problem being with the new garage is that the eave of the new garage would be even with the North side lot line (1 foot to the wall). The new garage is not able to be placed behind the house due to drainage issues including flood plain issues. With that being considered, the lot adjacent to and North of 426 S. Elm St. is not a buildable lot due to a drainage creek running through it and the flood plain. Wilke stated that she talked with the owner of this adjacent parcel and the owner doesn't have an issue with the potential zero setback for the new garage. I advised Wilke to either have the owner of the property attend the Zoning Board meeting or bring a notarized statement from the property owner to the meeting.</p> <p>Wilke was advised of the variance process and filed the appropriate paperwork to file for a variance.</p>
<b>SPECIAL NOTES</b>	
<b>ANALYSIS</b>	<p><u>The Surrounding Area:</u>  <i>Zoning District(s): Surrounding land is zoned R-4 Two-Family Dwelling District.</i></p> <p><u>Uses of Land:</u>  The surrounding land contains Single-Family dwellings.</p>
<b>PUBLIC INFORMATION PROCESS</b>	Legal notice was published in the Star Courier, Post cards were mailed to all persons owning land within 300 feet
<b>BOARD OR COMMISSION RECOMMENDATION</b>	After discussing the facts and testimony presented, the Zoning Board of Appeals recommends, based on the authority of §33.062 of the City Code, by a vote of four in favor, none opposed, three absent, that the City Council approve the variance petition as filed.
<b>STAFF RECOMMENDATION</b>	Staff recommends approval.
<b>PROCUREMENT POLICY VERIFICATION</b>	



**REFERENCE DOCUMENTS  
ATTACHED**

ZBA Minutes



ORDINANCE NO. 4016

ORDINANCE GRANTING A REQUEST FOR VARIANCE TO KELLIE WILKE, 426 SOUTH ELM ST., KEWANEE, ILLINOIS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KEWANEE, ILLINOIS, IN COUNCIL ASSEMBLED, AS FOLLOWS.

**SECTION ONE:** The City Council finds that a petition has heretofore been filed by Kellie Wilke directed to the Zoning Board of Appeals and City Council requesting that a variance to of 7'6" to the required 7'6" side yard setback (10% of total lot width) to allow for the construction of a new garage. Section §155.063-(E)-(2)-(a) & §155.062-(E)-(2)-(a) of the City Code for the following described property:  
N77 LOT 12 CO CLERKS SUB OF REES ADD CITY OF KEWANEE

**SECTION TWO:** The Zoning Board of Appeals conducted a hearing upon the said Petition on Wednesday, August 5, 2020, pursuant to notice published in the Kewanee Star Courier, The Petitioners were not present. There were no Objectors.

**SECTION THREE:** The Zoning Board of Appeals has recommended to the Council, by a vote of four in favor, none opposed, three absent, that variance to of 7'6" to the required 7'6" side yard setback (10% of total lot width) to allow for the construction of a new garage. Section §155.063-(E)-(2)-(a) & §155.062-(E)-(2)-(a) of the City Code be granted.

**SECTION FOUR:** The recommendations of the Zoning Board of Appeals regarding the variance is accepted and hereby approved.

**SECTION FIVE:** The following variance shall be, and hereby is granted:  
A variance to of 7'6" to the required 7'6" side yard setback (10% of total lot width) to allow for the construction of a new garage. Section §155.063-(E)-(2)-(a) & §155.062-(E)-(2)-(a) of the City Code, be granted.

**SECTION SIX:** This Ordinance shall be in full force and effect immediately upon its passage and approval as provided by law.

Passed by the Council of the City of Kewanee, Illinois this 10<sup>th</sup> day of August, 2020.

ATTEST:

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Rabecka Jones, City Clerk

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Gary Moore, Mayor



RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Gary Moore				
Councilmember Mike Komnick				
Councilmember Steve Faber				
Councilmember Chris Colomer				
Councilmember Michael Yaklich				



CITY OF KEWANEE CITY COUNCIL AGENDA ITEM		
MEETING DATE	August 10th, 2020	
RESOLUTION OR ORDINANCE NUMBER	Resolution #5241	
AGENDA TITLE	Approval of a Resolution accepting a <u>2020 Standard Agreement for Professional Services</u> from Crawford, Murphy, and Tilly, Inc. for the not-to-exceed price of \$65,000.00 to perform capital needs assessment at the WWTP and a sanitary sewer rate study.	
REQUESTING DEPARTMENT	Public Works	
PRESENTER	Scott Hinton, City Engineer	
FISCAL INFORMATION	Cost as recommended:	Standard hourly rates for the not-to-exceed price of \$65,000.00
	Budget Line Item:	52-93-929
	Balance Available	\$25,000.00 remains in the FY2021 WWTP budget for engineering services. Reserves in excess of the required amount are available for the remainder.
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE	Approval of the Agreement is necessary to complete the sanitary sewer rate study.	



<b>BACKGROUND</b>	<p>The City of Kewanee's sanitary sewer collection system and treatment plant are aging and suffer from long-deferred maintenance. The sewer lining program is successful in extending the life of many sewers, but much lining work remains and many sewers and laterals are not candidates for lining and need to be replaced. Much of the WWTP infrastructure is also at the end of its useful life and in need of replacement.</p> <p>The need for a sanitary sewer rate study to provide adequate funding for sewer-related improvements was discussed during the recent budget work sessions. Staff believes the study should review the rate model itself and not merely consider increasing the existing rates to fund future expenditures.</p> <p>Crawford, Murphy, &amp; Tilly (CMT) proposes to provide a prioritized capital improvement needs analysis at the WWTP to estimate future infrastructure costs. They will subcontract with Raftelis Financial Consultants, Inc. for assistance with the rate model portion of study. Raftelis specializes in public sector utility financing.</p> <p>CMT estimates it will take five months to complete the study and present their findings to Council. This will provide ample time for Council to consider the recommendations as part of the FY2022 budget process.</p>
<b>SPECIAL NOTES</b>	
<b>ANALYSIS</b>	<p>City staff doesn't have the capacity or expertise to perform the required studies. Staff finds that CMT in coordination with Raftelis is the most qualified to provide recommendations on the City's rate structure model and rates.</p>
<b>PUBLIC INFORMATION PROCESS</b>	N/A
<b>BOARD OR COMMISSION RECOMMENDATION</b>	N/A
<b>STAFF RECOMMENDATION</b>	<p>Staff recommends approving the Agreement from CMT.</p>



<b>PROCUREMENT POLICY VERIFICATION</b>	Staff followed the Qualifications Based Selection (QBS) process to determine that CMT is the most qualified firm to provide wastewater consulting services.
<b>REFERENCE DOCUMENTS ATTACHED</b>	Agreement for Professional Services attached.



## **2020 STANDARD AGREEMENT FOR PROFESSIONAL SERVICES**

**THIS AGREEMENT** made between City of Kewanee, IL, whose address is 401 East Third Street, Kewanee, Illinois 61443, hereinafter called the **CLIENT** and Crawford, Murphy & Tilly, Inc., Consulting Engineers, 2750 West Washington Street, Springfield, Illinois 62702, hereinafter called the **ENGINEER**.

**WITNESSETH**, that whereas the **CLIENT** desires the following described professional engineering, land surveying or architectural services:

The **ENGINEER** shall prepare a Capital Improvement Plan for the City's wastewater treatment facilities in accordance to the attached Exhibit A Detailed Scope of Services.

**NOW THEREFORE**, the **ENGINEER** agrees to provide the above described services and the **CLIENT** agrees to compensate the **ENGINEER** for these services in the manner checked below:

☒ On a time and expense basis in accordance with the attached Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent.

☐ At the lump sum amount of \$ \_\_\_\_.

**IT IS MUTUALLY AGREED THAT**, payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**.

**IT IS FURTHER MUTUALLY AGREED:**

The work shall be completed on a time and materials basis as necessary to complete the project. The contract shall not exceed a total fee of \$65,000 without **CLIENT** written approval.

The **CLIENT** and the **ENGINEER** each binds himself, his partners, successors, executors, administrators and assignees to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the **CLIENT** nor the **ENGINEER** shall assign, sublet or transfer any part of his interest in this **AGREEMENT** without the written consent of the other party hereto. This **AGREEMENT**, and its construction, validity and performance, shall be governed and construed in accordance with the laws of the State of Illinois. This **AGREEMENT** is subject to the General Conditions attached hereto.

**IN WITNESS WHEREOF**, the parties hereto have affixed their hands and seals this \_\_\_\_ day of \_\_\_\_\_, 2020.

**CLIENT:**

CITY OF KEWANEE, IL

(Client Name)

(Signature)

(Name and Title)

Date

**ENGINEER:**

CRAWFORD, MURPHY & TILLY, INC.

*Christina Crites*

(Signature)

Christina Crites, Vice President

(Name and Title)

Date

**CMT Job No.** \_\_\_\_\_



**STANDARD GENERAL CONDITIONS**  
**Crawford, Murphy & Tilly, Inc.**

**1. Standard of Care**

In performing its professional services hereunder, the **ENGINEER** will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the **ENGINEER'S** undertaking herein or its performance of services hereunder.

**2. Reuse of Document**

All documents including Drawings and Specifications prepared by **ENGINEER** pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by **CLIENT** or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by **ENGINEER** for the specific purpose intended will be at **CLIENT'S** sole risk and without liability or legal exposure to **ENGINEER**; and **CLIENT** shall indemnify and hold harmless **ENGINEER** from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.

**3. Termination**

This Agreement may be terminated by either party upon seven days prior written notice. In the event of termination, the **ENGINEER** shall be compensated by the client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place the **ENGINEER'S** files in order and/or to protect its professional reputation.

**4. Parties to the Agreement**

The services to be performed by the **ENGINEER** under this Agreement are intended solely for the benefit of the **CLIENT**. Nothing contained herein shall confer any rights upon or create any duties on the part of the **ENGINEER** toward any person or persons not a party to this Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

**5. Construction and Safety**

The **ENGINEER** shall not be responsible for the means, methods, procedures, techniques, or sequences of construction, nor for safety on the job site, nor shall the **ENGINEER** be responsible for the contractor's failure to carry out the work in accordance with the contract documents.

**6. Payment**

Payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**. If payment is to be on a lump sum basis, monthly payments will be based on the portion of total services completed during the month. Invoices, or any part thereof, which are not paid within 30 days after the date of issue shall bear interest at the rate of 1-1/2% for each month or fraction thereof from the date 30 days after issue to time of payment. **CLIENT** will pay on demand all collection costs, legal expenses and attorneys' fees incurred or paid by **ENGINEER** in collecting payment, including interest, for services rendered.

**7. Indemnification for Release of Pollutants**

If this project does not involve pollutants, this provision will not apply. This provision may not be deleted if the project involves pollutants.

If, due to the nature of the service covered under this Agreement including the potential for damages arising out of the release of pollutants, **CLIENT** agrees that in the event of one or more suits or judgments against **ENGINEER** in favor of any person or persons, or any entity, for death or bodily injury or loss of or damage to property or for any other claimed injury or damages arising from services performed by **ENGINEER**, **CLIENT** will indemnify and hold harmless **ENGINEER** from and against liability to **CLIENT** or to any other persons or entities irrespective of Engineer's compensation and without limitation. It is understood that the total aggregate liability of **ENGINEER** arising from services performed by **ENGINEER** shall in no event exceed \$50,000 or the total compensation received under this agreement whichever is greater, irrespective of the number of or amount of such claims, suits, or judgments.

**8. Risk Allocation ☐ Check box if this does not apply**

The total liability, in the aggregate, of the **ENGINEER** and **ENGINEER'S** officers, directors, employees, agents and consultants, and any of them, to **CLIENT** and anyone claiming by, through or under **CLIENT**, for any and all injuries, claims, losses, expenses or damages arising out of the **ENGINEER'S** services, the project or this agreement, including but not limited to the negligence, errors, omissions, strict liability or breach of contract of **ENGINEER** or **ENGINEER'S** officers, directors, employees, agents or consultants, or any of them, shall not exceed the total compensation received by **ENGINEER** under this agreement, or the total amount of \$50,000, whichever is greater.

**9. Project Schedule and Scope**

Based on the schedule objectives provided by **CLIENT**, **ENGINEER** will develop a schedule of important milestones as necessary for the project for **CLIENT'S** review and approval. **ENGINEER** will monitor performance of services for conformance with the schedule and will notify **CLIENT** of any necessary changes to or deviations from the schedule. Where required by approved project schedule, **ENGINEER** will present the required deliverables and complete the required tasks at the appropriate intervals for **CLIENT'S** review and approval prior to payment.



**CRAWFORD, MURPHY & TILLY, INC.**  
**STANDARD SCHEDULE OF HOURLY CHARGES**  
**JANUARY 1, 2020**

<b>Classification</b>	<b>Regular Rate</b>
Principal	\$ 230
Project Engineer II Project Architect II Project Manager II Project Environmental Specialist II	\$ 220
Project Engineer I Project Architect I Project Manager I Project Environmental Specialist I Project Structural Engineer I	\$ 190
Sr. Structural Engineer II	\$ 175
Sr. Technician II	\$ 160
Aerial Mapping Specialist	\$ 155
Sr. Engineer I Sr. Architect I Sr. Structural Engineer I Land Surveyor	\$ 150
Technical Manager II Environmental Specialist III	\$ 140
Sr. Technician I	\$ 135
Sr. Planner I GIS Specialist Engineer I Architect I Structural Engineer I	\$ 130
Environmental Specialist II Technician II	\$ 115
Planner I Technical Manager I Environmental Specialist I Technician I Project Administrative Assistant	\$ 95
Administrative/Accounting Assistant	\$ 60

If the completion of services on the project assignment requires work to be performed on an overtime basis, labor charges above are subject to a 15% premium. These rates are subject to change upon reasonable and proper notice. In any event this schedule will be superseded by a new schedule effective January 1, 2021.

Out of pocket direct costs will be added at actual cost for blueprints, supplies, transportation and subsistence and other miscellaneous job-related expenses directly attributable to the performance of services. A usage charge may be made when specialized equipment is used directly on the project.

Subconsultant services furnished to CMT by another company will be invoiced at actual cost, plus ten percent.



**EXHIBIT A - DETAILED SCOPE OF SERVICES  
CITY OF KEWANEE**

**CAPITAL IMPROVEMENT PLAN FOR WASTEWATER TREATMENT PLANT**

The **Scope of Work** to develop a capital improvement plan for the wastewater treatment plant shall include the following:

1. Site Visit to perform a condition assessment of existing facilities and equipment by the following disciplines:
  - a. Process Mechanical
  - b. Structural
  - c. Electrical
  - d. Plumbing / Mechanical
  - e. Architectural

Assessments shall be based upon observations from walk through and shall not include specialized testing, disassembly of equipment, entries into confined spaces, areas presenting unique work hazards, or non-readily accessible structures.

The assessment will not include a building code review of the existing facilities.

2. Develop equipment replacement and maintenance needs based on condition assessment.
  3. Develop necessary improvements to comply with the IL Adm. Code Title 35, Subtitle C, Ch. II, Part 370 Illinois Recommended Standards for Sewage Works and upcoming regulatory changes. Improvements required for building code compliance alone will not be developed.
    - a. Since future phosphorous removal will likely generate additional biosolids, particular attention shall be given to the current biosolids operations, concerns on the storage capacity, and availability / costs of disposal.
  4. Prepare Opinion of Probable Construction Cost for equipment replacement, maintenance and capital improvements. The planning level contingency shall be set at 30%.
  5. Conduct a workshop with City Staff and WWTP Operation Staff to review and prioritize maintenance, replacement and improvement needs.
  6. Develop program schedule for capital improvements (maintenance, replacement and improvement) and draft Capital Improvement Plan.
  7. Submit to Owner for comments and meet to review report and preliminary plan.
  8. Revise capital improvement plan with Owner comments and prepare Opinion of Probable Construction Cost for capital improvements. The planning level contingency shall be set at 30%. Submit to Owner for review.
  9. Update schedule for capital improvements per owner's comments and finalize Capital Improvement Plan.
-



10. Sanitary Sewer Rate Study (Performed by Raftelis)

- a. Rate Study Kick-off meeting with City Staff, CMT and Raftelis (via Zoom)
- b. Review of existing rate structure
- c. Review of existing operating costs and development of projected operating costs
- d. Review of proposed capital improvement costs in conjunction with CMT
- e. Assistance with the development of the schedule of capital improvements in conjunction with CMT (phasing of improvements to match available funding)
- f. Review and recommendation funding options for capital improvements (e.g., current revenues, cash reserves, IEPA loan, bonds)
- g. Develop a recommendation of rate structure and rate increases
- h. Develop rate comparison with surrounding and similar communities
- i. Meet with City Staff and CMT to review recommendations (via Zoom)
- j. Development of a Rate Study Report
- k. Delivery of a Microsoft Excel based financial planning and rate model
- l. Presentation of the Rate Study results to City Council (via Zoom)

The ENGINEER shall provide a final planning document including planning level Opinion of Probable Construction Costs, schedule of projects and descriptions of the improvement projects. The project shall utilize information developed as part of the Phosphorus Study to address future improvements required to meet NPDES permit conditions.

**Estimated Schedule**

The estimated completion for the capital improvement plan is approximately 5 months after receipt of a signed Agreement for Engineering Services authorizing CMT to proceed.

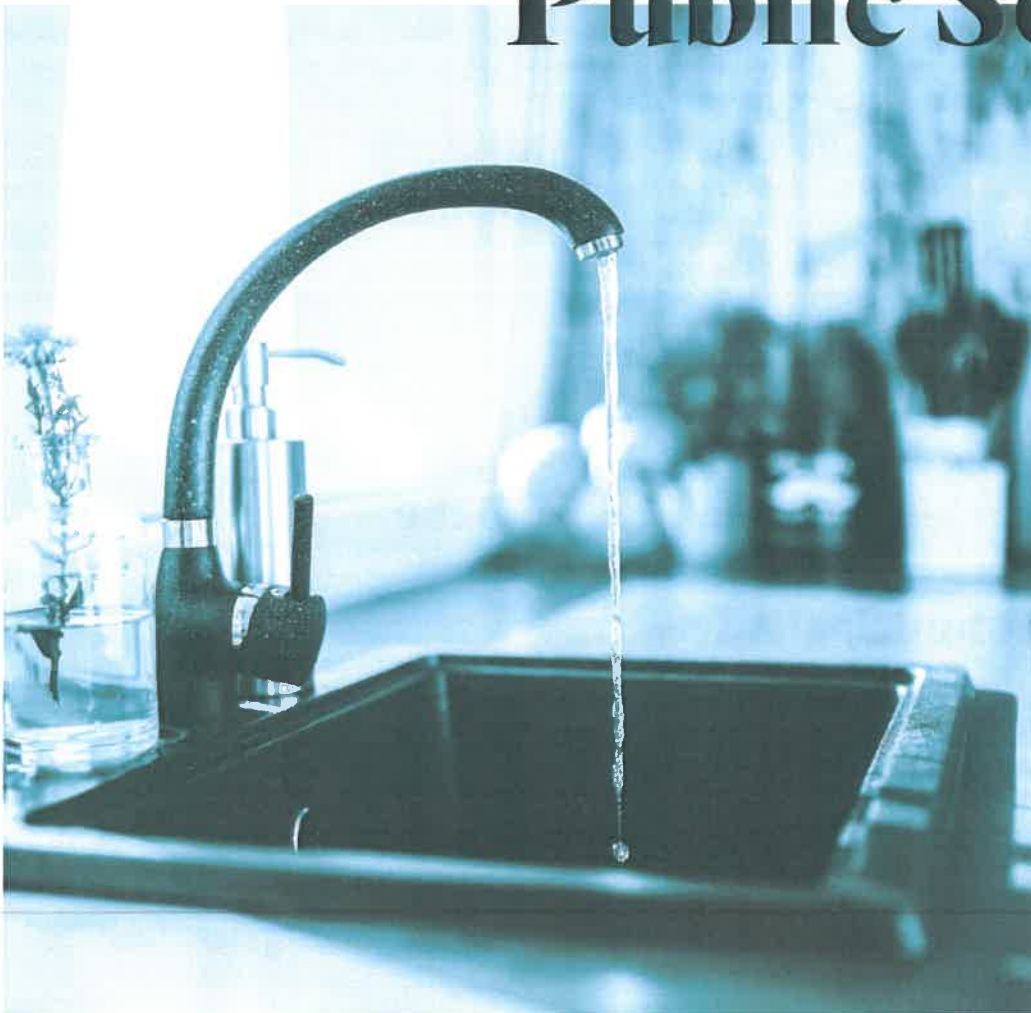
**Additional Services not included in the Upper Limit of Compensation**

- Building or Electrical Code Review
- OSHA Compliance Review
- Water User Rate Study
- Sewer Use Ordinance Review
- Flow Monitoring
- Hydraulic Modeling

END OF DOCUMENT



# The Trusted Advisor to Utilities and the Public Sector







## **Diversity and inclusion are an integral part of Raftelis' core values.**

We are committed to doing our part to fight prejudice, racism, and discrimination by becoming more informed, disengaging with business partners that do not share this commitment, and encouraging our employees to use their skills to work toward a more just society that has no barriers to opportunity.



## **Raftelis is registered with the U.S. Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB) as a Municipal Advisor.**

Registration as a Municipal Advisor is a requirement under the Dodd-Frank Wall Street Reform and Consumer Protection Act. All firms that provide financial forecasts that include assumptions about the size, timing, and terms for possible future debt issues, as well as debt issuance support services for specific proposed bond issues, including bond feasibility studies and coverage forecasts, must be registered with the SEC and MSRB to legally provide financial opinions and advice. Raftelis' registration as a Municipal Advisor means our clients can be confident that Raftelis is fully qualified and capable of providing financial advice related to all aspects of financial planning in compliance with the applicable regulations of the SEC and the MSRB.



WHO IS

# Raftelis

**RAFTELIS IS THE TRUSTED  
ADVISOR TO UTILITIES  
AND THE PUBLIC SECTOR.**

➤ VISIT [RAFTELIS.COM](https://raftelis.com) TO LEARN MORE

Raftelis provides utilities and public-sector organizations with insights and expertise to help them operate as high-performing, sustainable entities providing essential services to their citizens. We help our clients solve their financial, organizational, technology, and communication challenges, achieve their objectives, and, ultimately, make their communities better places to live, work, and play.





**27** years  
serving the  
public sector

OUR TEAM INCLUDES

**120+** consultants focused on  
finance/management/communication/  
technology for the public sector

**5** chairs & **20** members of  
AWWA and WEF utility finance and  
management committees and subcommittees

& the  
President of AWWA

RAFTELIS HAS PROVIDED ASSISTANCE FOR

**1,200+** public agencies  
and utilities

that serve more than

**25%** of the  
U.S. population

including the agencies serving

**38** of the nation's  
50 largest cities

In the past year alone, we worked on

**900+** projects for **600+** agencies in **44** states





## Leading the industry

Raftelis staff shape industry standards for water and wastewater utility finance and management through our active leadership in AMWA, AWWA, WEF, and EPA.

Leadership positions and projects for these organizations include:

### AMWA

- INSIGHT database and survey

### AWWA

- President
- Asset Management Committee - 1 member
- Benchmarking Committee - 1 member
- Finance, Accounting, and Management Controls Committee - Chair and 2 members
- Management and Leadership Division - Vice Chair & Trustee
- Rates and Charges Committee - Chair and 4 members
- Strategic Management Practices Committee - Chair
- Co-lead biennial *National Water & Wastewater Rate Survey*

### WEF

- Finance and Administration Subcommittee - Chair
- Technical Practices Committee - 1 member
- Utility Management Committee - 5 members
- WEFTEC Conference Planning Committee - 1 member

### EPA

- Environment Financial Advisory Board - 1 member



## We wrote the book

Raftelis staff have co-authored many of the industry's leading guidebooks regarding water and wastewater financial and management issues, including:

- *Affordability of Wastewater Service* (WEF)
- *Manual of Practice No. 27, Financing and Charges for Wastewater Systems* (WEF)
- *Manual M1, Principles of Water Rates, Fees and Charges* (AWWA)
- *Manual M5, Water Utility Management* (AWWA)
- *The Effective Water Professional* (WEF)
- *Water and Wastewater Finance and Pricing: The Changing Landscape*
- *Water and Wastewater Rate Survey* (conducted and published collaboratively with AWWA and Raftelis)
- *Water Rates, Fees, and the Legal Environment* (AWWA)



WITH  
**120<sup>+</sup>**

WATER/WASTEWATER/STORMWATER  
**UTILITY FINANCIAL  
& MANAGEMENT  
CONSULTANTS,  
RAFTELIS HAS THE  
LARGEST PRACTICE  
IN THE NATION.**



# How We Can Help

Utilities and public-sector organizations provide life-sustaining services to maintain a high quality of life for their citizens and to help their communities thrive. Raftelis provides trusted expertise, coupled with a focus on innovation, to help utilities and public-sector organizations function as high-performing, sustainable entities.

We are consultants focused on helping our clients solve their finance, organizational, and technology challenges, achieve their objectives, and, ultimately, make their communities better places to live, work, and play. Our services primarily focus on the areas of finance, organization, technology, and communication; however, we listen to our clients to understand their unique needs and develop solutions that meet their specific objectives.



## Finance

Utilities and public-sector agencies all share a common requirement – to provide critical services on which their communities rely. At the core of providing these services is maintaining revenues that support sustainable operations and long-term planning.

Raftelis collaborates with organizations to identify the financial policies, business

processes, and customer rates and charges that promote financial integrity and the equitable recovery of costs to achieve the objectives of the organization and community.

## Affordability Analysis & Program Development

Access to clean water is one of the most basic needs to ensure the health of any community. The cost of providing such

water has steadily increased as water utilities are faced with growing costs related to aging infrastructure, regulatory requirements, and system reinvestment. With the resulting water and wastewater rates consistently increasing at a pace that sometimes exceeds inflation and wage growth, affordability is a growing focus within the water industry, both at the utility- and customer-level. Raftelis helps utilities address affordability concerns, implement solutions to address them, and communicate these



problems to utility rate-setting boards and their customers.

### **What is Affordability?**

The most commonly used metric to assess water and wastewater customer rate affordability is based on guidance provided by the U.S. EPA which utilizes median household income (MHI) metrics. However, MHI can be a poor indicator of utility rate affordability, and specifically affordability at the individual household level, because it does not describe the situation of those people at the lowest ends of the income spectrum. We utilize industry-leading analysis techniques to combine unique customer billing data with census block-level demographic information to develop a comprehensive evaluation of the local affordability conditions which can be used for negotiation with regulators, assistance program development, and utility management decision making. Raftelis is at the forefront of industry efforts to define and assess affordability.

### **Who is At Risk?**

The first step in assessing customer affordability is to fully understand the demographics and consumption characteristics of your customers. We do this by analyzing various data sets, such as census information and billing data, with the ultimate objective of identifying “at-risk” customer groups. Through this analysis, we are able to identify: household income characteristics; consumption geocoded to address and by census tract; and, ultimately, “at-risk” customers.

### **What Solutions are Available?**

Raftelis assists utilities in developing and implementing affordability programs that address critical needs within the community, while minimizing administrative and cost impacts to the utility. At the utility-level, by conducting a financial capability assessment, utilities can assess their ability to address growing needs for capital investment. There are a number of ways to ensure customer affordability, including implementing bill assistance programs or water efficiency programs, or incorporating affordability programs directly into the utility’s rate structure.

### **How will this Impact My Utility?**

When considering affordability programs, utilities must understand the impact of proposed programs on utility operations and financial performance. Raftelis can help quantify these impacts and ensure the utility isn’t “biting off more than it can chew”.

### **Stakeholder Outreach**

Once an affordability program has been established, Raftelis assists utilities in stakeholder outreach initiatives to ensure that target customer groups are aware of the available programs.

### **Capital Improvement Planning / Prioritization**

Your organization has limited funds, and investments must be made to support growth, regulatory compliance, and capital renewal. Balancing these competing needs is part of man-

aging any public organization. Pressures from stakeholders and inefficient practices complicate this process. Raftelis can work with you to develop rock-solid capital planning strategies and tactics that manage risk and provide the appropriate resources to meet your organization’s needs.

### **An Implementation Focus**

While many firms can talk about the latest and greatest capital planning techniques,

few can help you effectively implement them. What good are strategies if they do not become a key component to how your organization does business? Raftelis links the technical elements of capital planning with organizational changes and engagement strategy to implement capital planning solutions. From creating defensible prioritization processes to incorporating new technologies and asset management concepts like reliability-centered maintenance,





Raftelis will help you implement streamlined practices that maximize your precious resources.

### **Defensible Prioritization**

Making choices about which capital investments to make and when to make them is difficult and often politically charged. Every organization needs a defensible system to share with stakeholders explaining capital prioritization methods. Using stakeholder-supported and easy-to-understand rationale, we will work with you to implement a system that stakeholders understand and embrace.

### **Debt Issuance Support**

As the need for capital investment grows, including repair and replacement of aging infrastructure and the addition of new assets, more utilities and government agencies are leveraging their available funds by issuing tax-exempt revenue bonds and other types of debt financing. These funding sources are often a better alternative than funding capital improvements with rates, and can dramatically decrease the rate volatility that often accompanies pay-as-you-go funding. However, to fully realize the benefits of debt financing, a utility must take steps to reduce its cost of borrowing.

### **Provide Confidence**

Through the preparation of a financial feasibility report that is included in the official statement prepared to help market

and sell the bonds, Raftelis can help you demonstrate to potential investors and rating agencies the relatively low level of risk associated with your borrowing, thereby reducing your cost of borrowing. Rating agencies, investors, and underwriters are familiar with Raftelis reports, which provides them with a confidence regarding the information provided in the report. We have participated in many meetings with rating agencies and state agencies that regulate the issuance of municipal debt to demonstrate the credibility of the financial forecast prepared for the issuance.

### **Understand the Impacts**

Another benefit of having Raftelis as a member of your financing team is that we can translate different financing options into potential rate and customer impacts. This will allow you to understand how the debt issuance will directly impact your customers.

**Raftelis can assess the City's current and future revenue requirements by developing a financial plan that is customized to the unique aspects and circumstances of the City.**

### **Registered Municipal Advisor**

Raftelis is registered with the U.S. Securities Exchange Commission (SEC) and the Municipal Securities Rule-making Board (MSRB) as a Municipal Advisor. Visit the MSRB's website for more information on this designation.

### **Economic & Financial Evaluations**

Opportunities often arise that require data-driven decision making. Information is critical to making decisions to guide and direct future performance when developing a management plan. Raftelis has a suite of capabilities to assess your utility or public organization's current capabilities and performance, as well as evaluate future opportunities.



## Identification of Financial Policies and Objectives

Raftelis works with you to determine and document the goals and objectives that have guided past decisions and what goals and objectives are needed to support future plans. Raftelis will draw upon our comprehensive experience with utilities, regulatory and rating agencies, and other stakeholders to recommend financial policies that meet the current and future needs of your agency. Once these policies have been enumerated, evaluated, and established, we will identify a plan to achieve and surpass these goals that will provide confidence to both internal and external stakeholders.

## Current State of the Utility Assessment

If you have ever wondered, how well are we doing right now? Raftelis has developed a streamlined process for assessing the performance of a utility or public-sector organization and benchmarking them against their own policies and objectives, as well as against industry peers. Raftelis assessments review past and current performance, while providing a firm starting point for making management and policy decisions. We leverage our expertise to develop a holistic view of the industry and share this perspective with your organization to explain trends, opportunities, and best practices. We are also aware of regional and local concerns, and use this awareness to best position you to solve challenges ranging from revenue stability to water supply funding.

## Economic Feasibility Analysis

Do you know if that \$10 million investment to provide service to a new service area is a wise decision? Or should your utility expand current facilities instead of increasing wholesale purchases from an adjacent utility? Raftelis develops economic models that provide utility and government managers with the data needed to make informed decisions about the best use of resources. Our analysis provides visibility into the future cost-benefit of any opportunity with the ability to measure outcome sensitivity based on changing input parameters.

## Financial Planning

In today's environment, utilities and government agencies need to have a multi-year financial plan that integrates capital improvement financing and customer impact awareness. Raftelis tailors each financial plan to meet the specific needs of the utility. Raftelis works with our clients to develop a comprehensive, reliable, and flexible financial plan that forecasts system operational and maintenance (O&M) costs, plans for necessary capital improvements and how these will be financed, projects customer account and usage information, and monitors the overall financial performance and health of the organization.

## Managing Capital Spending

A key component in utility and public sector financial planning is the management of capital spending. Whether your capital improvement program is

driven by rehabilitation and replacement or meeting regulatory requirements, Raftelis has the industry experience and tools necessary to help schedule and identify funding for these capital projects. Raftelis is registered with the U.S. Securities Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB) as a Municipal Advisor – this allows us to include robust capital financing planning modules in our financial planning models. Our financial planning models are designed for scenario-based analysis, allowing you to quickly adjust capital project lists and the associated funding options, easily varying cash and debt funding levels and seeing the impact on revenue requirements.

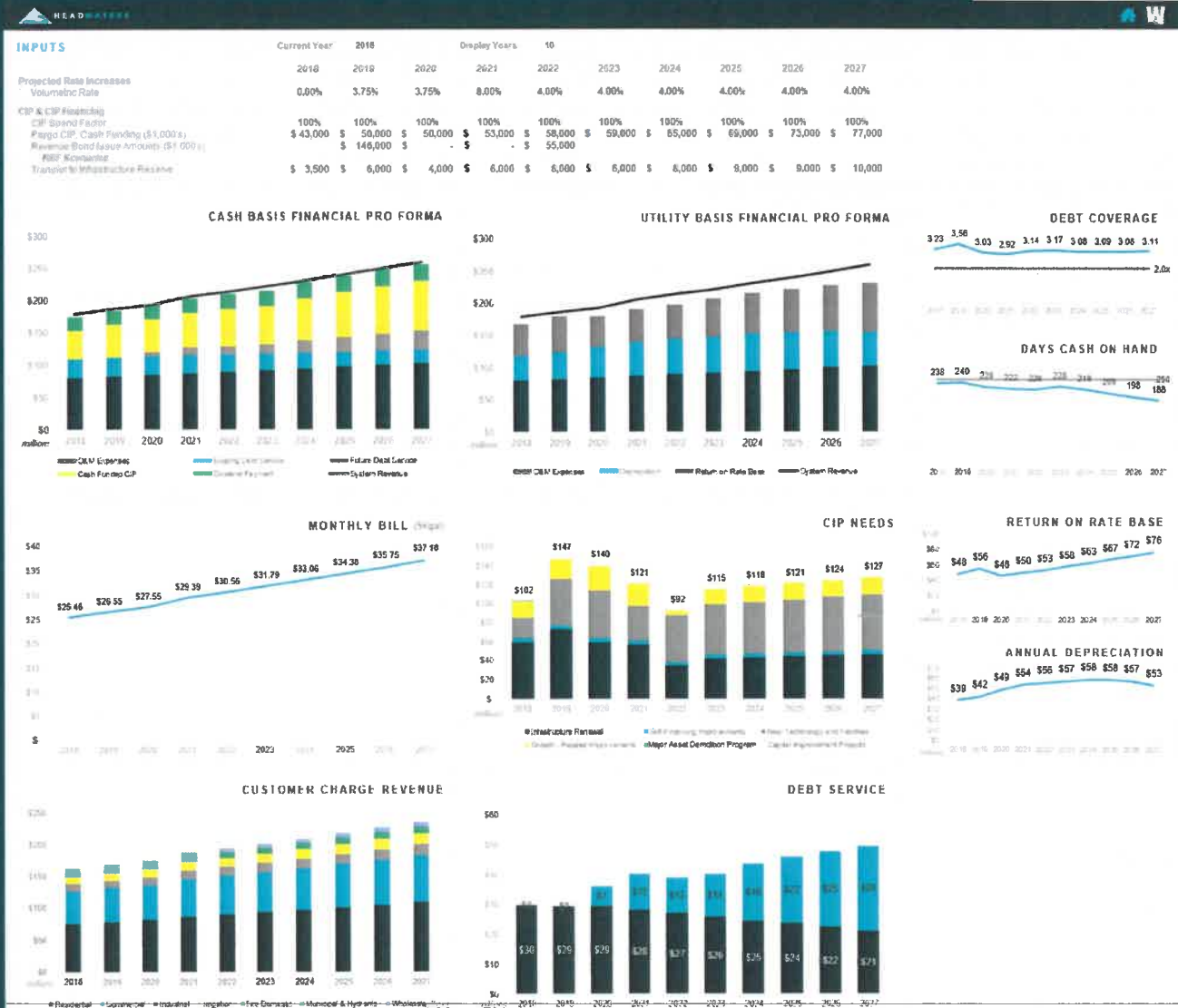
## Understanding and Predicting Customer Behavior

Raftelis has helped hundreds of utilities and public-sector entities across the United States better plan for the ever-changing behavior of their customers. Mitigating the impacts of declining per capita water usage is a major concern for many agencies. Others are facing water shortages and must consider developing drought rates, and designing rates that promoting conservation through clear price signals. All of these challenges require an understanding of the current customer base served by your organization, how those accounts have changed over time, and how each member of the various customer classes is expected to behave in the future. Raftelis' experience throughout the industry helps us to interpret your data and plan for dynamic customer behavior.



**Raftelis will develop a customized financial models that incorporate a dashboard to allow you to easily run scenarios and see the impacts in real time.**

Shown below is a sample dashboard that we developed for another project.





## Tools for Planning and Communicating

A financial plan that is only known to and used by the chief financial officer is not as meaningful as the plan that can be shared with internal and external stakeholders. Raftelis develops custom financial planning computer models that are built around your organization's accounting hierarchy, capital planning needs, customer information, and financial goals and policies. These models are built upon our defensible and proven methodologies and incorporate the latest in data analysis techniques, technology, and graphic visualizations with dashboard controls. Our models allow utilities and public-sector agencies to make plans for today while always being aware of the needs of tomorrow.

## Rate, Charge, & Fee Studies

The primary purpose of rates and fees for utility and government services are to recover sufficient revenues to cover costs. However, expertly designed rates can be used as tools to help accomplish your strategic objectives while maintaining equity among all customer classes.

## Identification of Pricing Objectives

Raftelis works with our clients to develop pricing objectives that guide the determination of the most appropriate rate structure to satisfy your organization's strategic and operational goals. These objectives range from promoting conservation to minimizing

customer affordability concerns to promoting economic development.

## Evaluation of Rate/Fee Structure

Raftelis has experience developing a variety of rate structures that meet the specific needs and goals of each client and its stakeholders. Some agencies are best served by basic rate structures, whereas others benefit from the most innovative solutions. There is no one size fits all solution and we use our experience to help you determine the optimal rate structure for your utility or organization.

## Development of a Financial Plan

Raftelis has a proven and data-driven method of forecasting costs and customer data to inform the rate-setting process. We forecast system operational and maintenance (O&M) costs, capital needs, and customer accounts and usage and monitor overall financial performance of a utility or government agency.

## Allocation of Costs

To ensure appropriate recovery of costs from different user classes, Raftelis reviews existing customer classifications to ensure proportionality. We consider historical customer class usage and peaking characteristics, along with emerging demographic and conservation trends. Raftelis employs methodologies and standards endorsed by the American Water Works Association, Water Environment Federation, and the National Association of Regulatory Utility Commissioners to allocate costs that can withstand scrutiny under regulated rate

cases and interjurisdictional disputes.

## Model Development and Rate/Fee Alternatives

Developing rates requires sophisticated models to project revenue requirements and customer data, allocate costs appropriately, and allow for the evaluation of multiple rate structure alternatives. Raftelis develops customized, non-proprietary computer models with an emphasis on being user-friendly and flexible. In addition, our models monitor customer impacts to provide organizations the information needed to minimize rate shock and unnecessary financial burden.

## Gaining Buy-In and Adoption

The perfect rate/fee structure that is not approved by the governing body has no value. Raftelis is adept at effectively communicating recommendations to stakeholders and elected officials. Our focus is on the importance of the rate recommendation and the comprehensive analysis behind our recommendation to ensure buy-in and adoption.

## Additional Rate, Charge, and Fee Services

- Capacity, system development, or impact fees
- Rate case support
- Dispute resolution and litigation support related to rates and fees
- Wholesale service rates
- High-strength and industrial wastewater surcharges
- Outside-city rate differentials
- Late payment, penalty, account activation, and other customer service-re-

lated charges

- Administrative procedures and on-going implementation of rates/fees
- Development agreements and evaluation of credits for system improvements

## Stormwater Utility Development & Support

Many local governments are faced with growing stormwater infrastructure maintenance and rehabilitation needs and meeting increasingly stringent water quality requirements. Raftelis can help clients develop stable funding strategies to serve customers over the long term. Our services range from setting up new utilities and fees to modifying existing rate structures accounting for stormwater cost drivers to assisting local governments with integrating bond funding into long-term plans and bond sales.

## Stormwater Utility Development

Whether spurred by regulatory requirements or local concerns, stormwater management needs are increasing for improving surface water quality and controlling flooding. Raftelis helps municipalities and management districts develop funding approaches that are tailored to local stormwater needs.

Raftelis offers an unparalleled depth of experience in the development and implementation of stormwater utilities. Our Stormwater Management Consulting Division has experience in all aspects of local government stormwater management and utility program implementation. We have executed



a wide range of analytical and evaluative projects, including policy development, process development, data management, and public stakeholder process implementation. For clients just starting to differentiate stormwater service delivery from streets maintenance or water/wastewater, to those with well-established stormwater programs aiming to improve service delivery, fee structures, or customer service, our staff have helped many utilities evaluate alternative policies, benchmark their stormwater programs and policies, document and improve business processes, and develop and implement new programs.

### Stormwater Program Development Support

A crucial component of stormwater program cost of service development is defining exactly which historic activities and which future activities make up the stormwater program. Unlike some government activities such as wastewater treatment or police response, stormwater services are often provided in a distributed manner by different departments. Raftelis has used a variety of approaches to help clients define these services for cost analysis and stormwater entity development.

Raftelis also assists with regulatory compliance by supporting client interaction with regulators, developing permit-based programs and activity timelines, and performing compliance activities such as public involvement and outreach.

### Making it Work

At Raftelis, we understand that ideas are only as good as their

implementation. Raftelis has repeatedly and successfully implemented fees for large and small local governments, with a variety of billing methods in communities with different concerns, varying data quality, and differing goals for funding structures and incentives. One of Raftelis' particular strengths is in developing processes and software that enable stormwater billing on legacy utility and tax billing systems.

We also work with local government counsel on the development of ordinances that authorize or update existing stormwater utility policies.

Raftelis specializes in assisting with customer and public relations during utility development, implementation, and post-go live periods with our expertise in public outreach, stakeholder facilitation, and customer service provision.



## Organization

**Utilities and public-sector organizations are constantly facing an evolving array of challenges. Demands from customers and stakeholders are also evolving and increasing. Public officials can take steps to get out in front of these challenges through proactive, effective moves.**

**From major governance or leadership changes to incremental performance improvements in individual business processes, Raftelis**

**can help your organization identify needs, plan for the future, and implement positive changes.**

### Organizational, Governance, & Operations Optimization

Stakeholders want responsive, high-performing public services, without substantial increases to rates and fees. Producing value for each dollar spent is imperative. Raftelis helps utilities and public-sector entities structure, assess, and optimize their organization and its resources to meet the often complex and sometimes conflicting desires of stakeholders.

### Organized and Optimized

Agencies with efficient practices and optimized structures have lower lifecycle asset costs, and lower operations and maintenance expenditures for the same activities. Compared with their peers, they also provide better service. There are many proven models for providing public services – from traditional municipal structures to public-private partnerships. There is an equally diverse number of management and governance approaches. Sorting through the options and making necessary changes is complex. Things can get politically and emotionally charged.

We can analyze your business processes and show you opportunities to add value and save resources. We can also show you where to innovate, and incorporate best practices from

top-performing organizations. Raftelis has governance and organizational development experts that have walked in your shoes as elected and appointed officials, public organization directors, and staff in government entities. Our team evaluates every situation from multiple perspectives, applying proven approaches to identify areas for improvement and suggesting a path to optimize performance. We help implement innovative ways to operate and make them permanent so that they become a part of the way an organization does business.

### Assessing the Situation

To understand an organization's needs, it is helpful to have an outside perspective. Raftelis' team of former utility managers, operations professionals, and subject matter experts engage with organizations to learn about what makes them different, their culture and people, and their performance-limiting factors. Our team examines productivity measures, such as those associated with meeting service levels or efficiency, to determine if money is being spent wisely. We'll learn a lot about your organization through this process, and so will you. We can then leverage these opportunities and strengths to enhance organizational performance.

### Making Recommendations a Reality

Our actionable recommendations are developed based on priority, cost benefit, and ease of implementation. In addition, methods for implementation are suggested, with consideration for change management practices and operating envi-



ronment limitations (unions, budgets, service levels, etc.). We then work with clients to manage the implementation of these recommendations and to track progress towards making them a reality.

You need the buy-in of customers, employees, and other stakeholders as you adopt new approaches and begin new initiatives. They want to know what's in it for them. How you collaborate and communicate with them is critical. Raftelis can bring an array of effective approaches to engage these groups. We can help build communication pathways and form new relationships that will improve your organization. Our deliverables don't sit on shelves – they're living, working documents that effectively communicate your message to stakeholders. They will provide you with the ammunition that your organization needs to achieve the performance that it desires.

## Performance Measurement & Benchmarking

Public organizations used to be the silent servants, providing effective and vital services while keeping a low profile. Today, things are different. Stakeholders want to hear what you're doing and how you're doing it. They want to see they're getting good value for their money and that you're providing the services that they want. Raftelis can help provide the tools to showcase your organization's accomplishments, and highlight opportunities to achieve even greater success.

### Metrics and Beyond

Raftelis works with hundreds of utilities and public-sector agencies across the country and helps write the industry guidance on performance management. We'll show you how your practices and metrics compare to both neighboring peers and national benchmarks. Your organization will understand its strengths and where its greatest opportunities to enhance performance lie, as well as the practices that others employ to succeed.

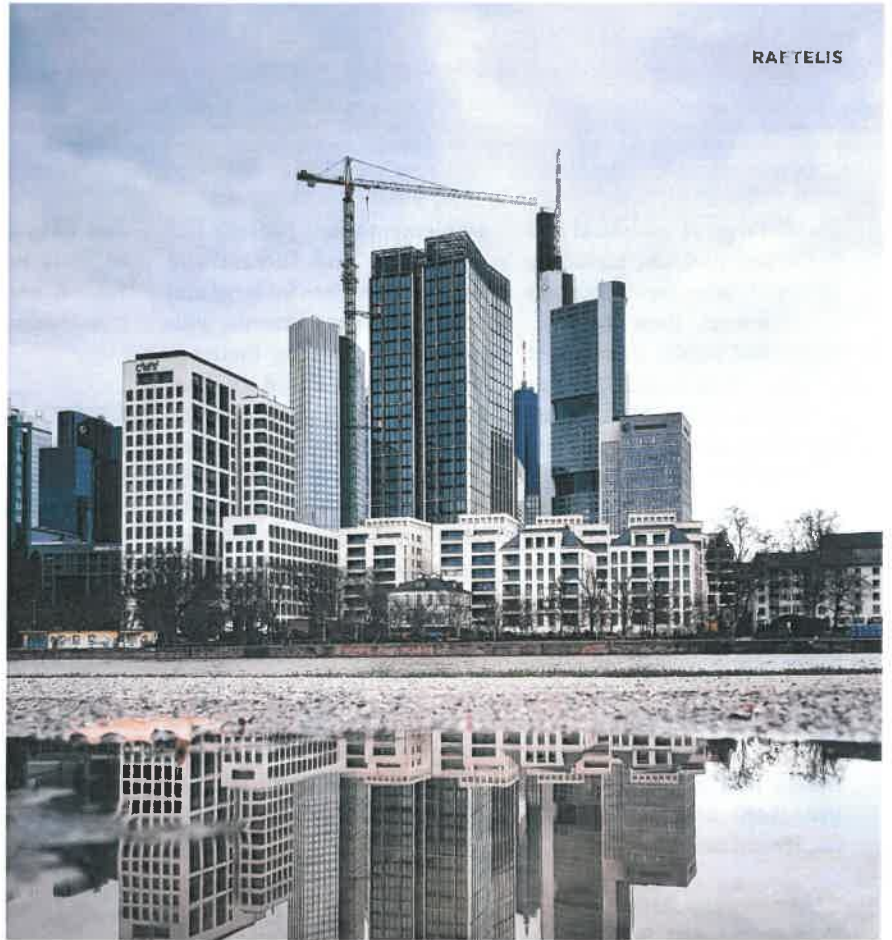
Successful performance measurement means looking beyond the numbers (metrics) to the underlying practices. Raftelis can assess your operation, and compare it to best practices and those of peer organizations. We can then help you develop

enhanced practices and set appropriate goals and metrics. You will know where you are now, where you need to be, and the practices that will move you in the right direction.

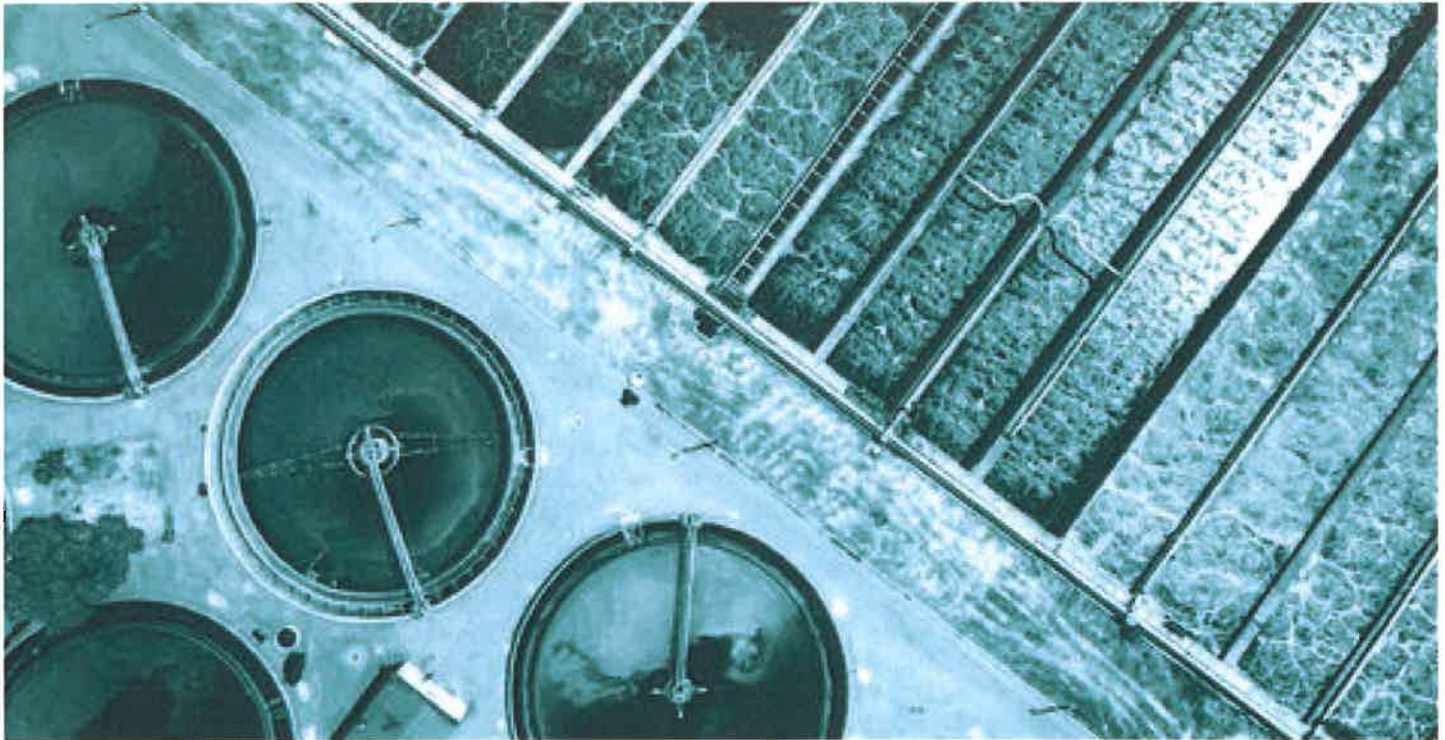
### We Have the Right Tools

We have been involved in drafting much of the leading guidance on management and

financial topics in the industry, and our solutions incorporate the latest information available. We combine the best elements of frameworks like APWA's Self-Assessment and Effective Utility Management (EUM) with recognized approaches from the business world, such as Lean Six Sigma and those of the American Society for Quality (ASQ).







Raftelis also develops applications to help our clients measure and compare their performance. These tools help to keep track of progress towards meeting performance goals and to ensure you stay on track.

### **Performance on Display**

Why hide the good things that you're doing for your customers? Show them to gain the trust and support needed to tackle your toughest challenges. Raftelis can help you communicate effectively with customers and other stakeholders.

### **Program Planning & Support**

Today's utilities and public-sector organizations are faced with growing capital needs and increasing

regulations. Raftelis develops funding strategies to address these needs and provide long-term financial sustainability for our clients. We can help you meet and exceed expectations for organizational and operations optimization, and plan and implement effective management strategies to ensure long-term success. Our team has the skills and experience to help you develop and select an approach to achieve your goals.

#### **Program Planning**

Raftelis has extensive experience and expertise in the development and implementation of stormwater management programs, solid waste programs, and other utility services. We have executed a wide range of analytical and evaluative projects, including policy development, process development, data

management, and public stakeholder process implementation. For clients just starting to differentiate service delivery to those with well-established programs aiming to improve service delivery, fee structures, or customer service, our staff have helped many utilities evaluate alternative policies, benchmark their programs and policies, document and improve business processes, and develop and implement new programs.

#### **Program Development and Support**

An important aspect of program development is defining exactly which historic and future activities are included in a particular program. For some of these programs, and stormwater in particular, services are provided in a distributed manner by dif-



ferent departments, unlike most other government activities, such as transportation or fire protection. For these and other challenges, such as determining appropriate levels of service for non-metered services from solid waste to stormwater, Raftelis has used a variety of approaches to help clients define these services for estimating costs and new utility development.

Raftelis also assists with regulatory compliance by supporting client interaction with regulators, developing permit-based programs and activity timelines, and performing compliance activities such as public involvement and outreach.

### **Putting Plans Into Action**

A solution is only effective as its actual implementation. Raftelis has implemented many fees and rates for large and small local governments, with a variety of billing methods in communities with different concerns, varying data quality, and differing goals for funding structures and incentives. One of our particular strengths is in developing processes and software that will enable billing for non-metered services on legacy utility and tax billing systems.

Raftelis also specializes in assisting with customer and public relations during utility development, implementation, and post-go live periods with our expertise in public outreach, stakeholder facilitation, and customer service provision.

## **Strategic Communications & Public Outreach**

There has never been a more critical time for the public sector to communicate the value of the services it provides. Now, more than ever, meaningful, deliberate, and strategic communication efforts can make the difference between a successful infrastructure project or revenue request and a public outcry resulting in a reputational crisis.

### **Tell Your Story to Build Understanding**

Today, we can engineer and finance solutions for the ongoing needs of our community, yet success often relies on public trust and support for our efforts. People know that infrastructure investment is important – but they often don't understand how impactful and costly it is and what that will mean to them personally. Strategic communication and stakeholder engagement are the tools we use to build an informed, supportive community; making your efforts to accomplish your objectives more effective and efficient.

### **Use Best Practices and Innovative Tools**

There are endless choices when it comes to developing a strategic communication plan for your organization or project. How do you know which social media strategy or public participation technique is the best and will get the results you want? Raftelis designs the right communication solution for your unique needs, ensuring that the strategy and tactics match your organization's goals

and your ability to implement the plan. Traditional public outreach approaches can easily be combined with innovative online stakeholder engagement efforts to tailor a solution that is cost-effective and manageable for staff.

### **Enhanced by Design**

In the age of endless distractions and information overload, people want information in a visual format that is quickly and easily understood. While detailed, 100-page reports may provide great detail into a topic, this is typically not the most effective way to communicate with your stakeholders. Raftelis' team of in-house graphic designers and communications experts utilize the art of design and visualization to develop concise, visually pleasing, and easily digestible materials and content to effectively communicate your message.

### **Communicating From Experience**

Raftelis has proven ability to successfully communicate and build consensus on large, complex, and often controversial projects – and we've walked in your shoes, working directly with customers, stakeholders, elected officials, media, and environmental organizations to engage and collaborate with them. Whether your goal is to build support for a rate structure change or analyze public perceptions to effectively neutralize opposition to an infrastructure project or new program, we've been there and done it successfully.

## **Strategic Planning**

There never seems to be enough time, money, or staff to meet every need, and allocating limited resources is one of the most difficult aspects of effectively managing a public organization. Raftelis assists its clients in developing strategic plans to guide policy and operational decision making.

### **A Broad and Deep Approach**

Our strategic planning approach utilizes interviews, focus groups, workshops, Board retreats, and facilitated meetings to drive the planning process and to develop relevant goals and objectives that meet the needs of your organization.

Our approach to strategic planning involves a proven and unique process that:

- Engages internal and external stakeholders
- Links strategy to performance
- Sets up for effective implementation
- Builds on industry best practices, such as those outlined in Effective Utility Management (EUM)

A successful strategic planning process should provide the organization with several important benefits, including:

- Well-defined strategies directed toward achieving the organization's goals
- A committed team of employees working toward a shared vision
- Enhanced Board engagement
- An effective tool for enhanced communication with external stakeholders

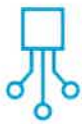


- Predictable performance reflecting achievement of measurable objectives

### From Plan to Action

Even the most in-depth and skilfully developed strategic plan will fall short of success if the plan is never implemented. Raftelis works with our clients after the development of the plan to ensure successful implementation on a realistic timeline. We also provide tools to track progress as the objectives and strategies of the plan come to fruition.

Strategic planning that is incorporated into the fabric of the organization is a valuable tool to help ensure that the organization is sustainable operationally, environmentally, socially, and financially.



## Technology

**Utilities are embracing technology as a means to better connect with customers, increase the accuracy of customer and financial information, and improve organizational performance. Raftelis staff are trusted advisors who can assist utilities in planning information technology improvements, gathering the best information available from their data and systems, improving information processes, and building custom tools to increase effectiveness across the organization.**

**Raftelis can assist utilities in planning IT improvements, gathering the best infor-**

**mation available from their data and systems, improving information processes, and building custom tools to increase effectiveness across the organization.**

### Billing, Permitting, & Customer Information Audits

Are your staff losing confidence in the numbers being reported from your key information systems? We can help you confirm the source of data management or reporting errors that may be casting doubts across your operations, and improve your processes to provide more accurate data in the future.

### Forensic Data Analysis

Our staff have analyzed customer, financial, and regulatory systems using "Forensic Data Analysis" concepts to identify opportunities for data cleansing, process improvements, and system upgrades that can restore confidence in the organization's information. We have successfully identified system configuration errors resulting in millions of dollars in annual losses, have uncovered unallowable behaviors by temporary utility staff resulting in the prevention of collections enforcement, and have identified billable customers not receiving bills for services. We work to pair audit findings with recommendations that can be rapidly implemented to prevent further financial losses.

### Accurate Reporting

In many cases, doubts relating to information originating from key utility systems are not caused by the source data, but rather by the reporting mecha-

nisms employed to extract the information. Raftelis staff have the ability to review reporting logic in a variety of programming languages and systems to ensure that the results of reports reflect the desires of utility decision makers. We have rewritten reporting logic for metrics as seemingly simple as the number of billable accounts, to complex financial reports used to support bond purchases or regulatory requirements. Our staff have also created data warehouses to support performance metrics and reporting needs that are not natively supported by a utility's standard information systems. We can help restore staff confidence by providing objective analysis of your key reports and information systems.

### Business Process Development

Are your staff members putting the technology that you have available to its best use? We can help you take a step back and assess how effectively your operations are employing their information resources and if there are more efficient paths leading to the same or improved results.

Our team can help encourage improved communication between teams and develop transparent procedures for achieving business goals. We can teach staff how to better use their tools and provide targeted support that combines technical knowledge with subject matter expertise.

### Process Mapping

A great deal of value can be uncovered by mapping cur-



rent business processes as they exist within the utility organization and comparing these processes to industry best practices. Process maps can uncover minor disconnects in communication or understanding that may result in lost time or revenue. Raftelis staff have worked closely with utility staff at all levels of an organization to understand how jobs are performed on a daily and annual basis. By interviewing staff and understanding their needs and challenges, we can suggest holistic modifications to processes to improve individual and organizational effectiveness.



## Data Management, Analytics, & Visualization

You already collect a vast array of information about your customers and finances, but how do you put that data to work? Our team can help you ask and answer critical operational questions using the data that you already have on hand.

### Understanding Through Data

We understand how to translate plain English questions into analytics that can be gathered and put to use in planning where your business is headed. Our team speaks the language of dozens of customer and financial systems and can assist with making key quantitative business metrics available to your decision making. Access the data that you already have and combine it with other available data sources to learn the most about where you stand.

### Data Visualization

To create an even more compelling message, utilities' data can be presented visually in a way that can be understood by audiences from ranging from executives, to customers, to technical staff. Utility data can be combined with geographic data to create maps to highlight parts of the service area that show high or low consumption, areas that could benefit from increased outreach on affordability, or have longstanding work order requests that are interrupting billing. Beyond mapping, Raftelis staff have provided visualizations of customer and financial data time series to show trends over time that could assist with future projections or forecasting. Visualizations help utilities reach a broader audience and can facilitate the communication of complex information in a concise medium.

### Software Solutions

Custom software empowers you to interact with your data and customers in a more accessible way. Our application development staff have designed and implemented customer service, billing, GIS, financial, performance, and other applications across web, mobile, and desktop platforms to help support a variety of business objectives.

### Tools of the Trade

Custom software helps users to be more efficient during their daily work, have greater access to the data that matter to them, and have greater connectivity with their stakeholders and customers. Our staff are able to combine in-depth knowledge of utilities, government, and finance with strong technology skills to provide a tailored solution to meet your technology needs.

Raftelis have successfully implemented software solutions for utilities using a methodology that limits risk and ensures that the final product blends the desired functionality with ease of use. Our products are used to bill hundreds of millions of dollars of utility charges and fees annually, intake tens of thousands of affordability program applications, and communicate organizational performance metrics both internally and to the public. Our software has empowered our clients to be more responsive, more transparent, and more accurate across administrative and operational functions.



# Experience

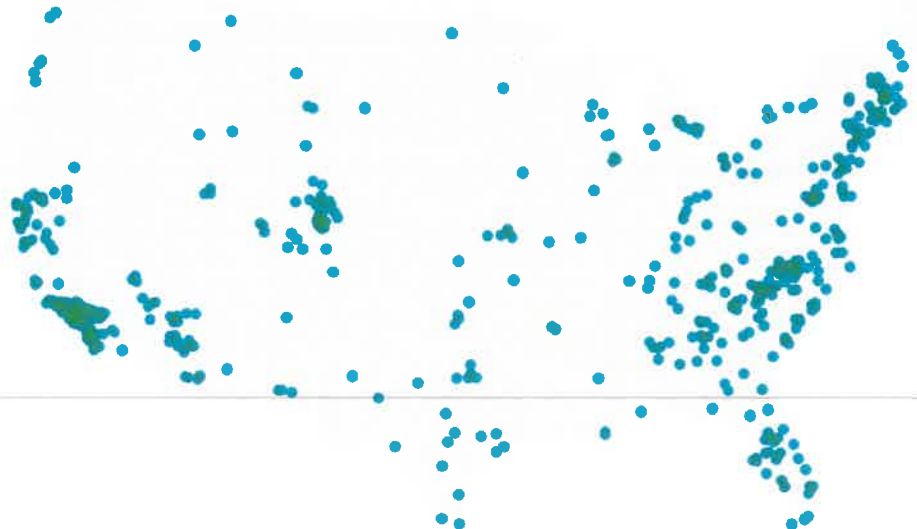
## **RAFTELIS HAS THE MOST EXPERIENCED UTILITY FINANCIAL AND MANAGEMENT CONSULTING PRACTICE IN THE NATION.**

Our staff has assisted more than 1,200 public agencies and utilities across the U.S., including some of the largest and most complex agencies in the nation. In the past year alone, Raftelis worked on more than 900 financial/organizational/technology consulting projects for over 600 agencies in 44 states, the District of Columbia, and Canada.

**THIS MAP AND THE MATRIX ON  
THE FOLLOWING PAGES SHOW  
SOME OF THE CLIENTS THAT  
WE HAVE ASSISTED.**

**Raftelis has provided financial/  
organizational/technology assistance  
to utilities serving more than**

**25% of the U.S.  
population**









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# Tom Beckley

Vice President

## PROFILE

Tom has 20 years of experience with Raftelis conducting financial and rate consulting related projects. He has assisted a wide range of municipal water, wastewater, and stormwater utilities in conducting cost-of-service, rate setting, financial feasibility, privatization, system development fees, and other finance-related studies. Tom authored a chapter entitled, "Designing Water and Wastewater Rate Structures," for the Fourth Edition of the industry guidebook, *Water and Wastewater Finance and Pricing: The Changing Landscape*. He is also an active member of AWWA and WEF, as well as ICMA, and has presented at various national and state conferences.

## KEY PROJECT EXPERIENCE

### City of Naperville (IL)

Tom is serving as project manager for Raftelis' engagement with the City of Naperville (City). The City has engaged Raftelis to provide a comprehensive cost-of-service study for their water and wastewater utility and propose updated rates to meet the City's pricing objectives. Raftelis worked with City staff to determine their pricing objectives in a workshop setting and then used the results of that exercise to propose cost-of-service-based rates that met those objectives. The City has also engaged Raftelis to provide assistance in updating their contract for wholesale wastewater service with the City of Warren. Raftelis is working with the City to ensure that the contract is recovering the appropriate costs related to their service to the City of Warren.

### Northwest Water Commission (IL)

Tom served as project manager for Raftelis' engagement with the Northwest Water Commission (Commission), a wholesale water provider located in the northwest Chicago suburbs. The Commission engaged Raftelis to review its assets and determine a valuation for use in potentially providing service to additional customers. Raftelis also assisted the Commission in analyzing potential methodologies for recovery of costs from potential customers, including potential rates.

### Great Lakes Water Authority (MI)

Tom served as the project manager for Raftelis' engagement with the Great Lakes Water Authority (GLWA). Raftelis worked closely with GLWA staff as well as the Member Partners to review the existing charge methodology and propose updates to the methodology to meet the objectives of the Member Partner communities to simplify the methodology while ensuring it remained fair and equitable.

### St. Louis Metropolitan Sewer District (MO)

Tom has served as the project manager for multiple engagements with the St. Louis Metropolitan Sewer District (District). In 2007, 2008, and 2011 Raftelis served as the Consultant to the Rate Commission in the District's Rate Commission process. In this role Raftelis provided support to the Rate Commission in reviewing the proposal prepared by District Staff and the District's Rate Consultant for proposed rates.



## Specialties

- Utility cost-of-service & rate structure studies
- Conservation rate studies
- Bond forecasts & feasibility studies
- Economic feasibility studies
- Industrial waste charge studies
- Capital recovery fee studies

## Professional History

- Raftelis: Vice President (2020-present); Senior Manager (2014-2019); Manager (2000-2013)

## Education

- Master of Public Administration - University of Kansas (2008)
- Master of Business Administration (Concentration in Finance) - A.B. Freeman School of Business, Tulane University (2000)
- Bachelor of Science in Naval Architecture & Marine Engineering - Webb Institute (1995)

## Certifications

- Series 50 Municipal Advisor Representative
- Series 54 Municipal Advisor Principal

## Professional Memberships

- AWWA
- WEF
- ICMA



In 2012 Raftelis was engaged by the District to serve as the Rate Consultant to the District and has performed cost of service analyses in support of the District Rate Commission proceedings in 2015, 2018, and 2019. In addition, Raftelis has served as the District's Feasibility Consultant for all new revenue bond issuances since 2012 totaling over \$1 billion.

### **City of Kansas City (MO)**

Tom served as the project manager for the Raftelis engagement to conduct a comprehensive cost of service study for the City of Kansas City (City) wastewater utility. The City provide retail service both within the City and to other nearby communities as well as wholesale service throughout the region.

### **City of Wichita (KS)**

Tom served as project manager for cost-of-service studies for the City of Wichita's (City) water and wastewater utility. Raftelis was engaged by the City to perform a comprehensive cost-of-service study in 2010 and in 2015. Raftelis worked with the City to allocate costs between the water and wastewater utilities and to functions in each utility to determine cost-of-service for each of the City's customer classes. Raftelis then worked with the City to determine appropriate rates that not only recovered the City's cost-of-service, but also addressed their concerns related to revenue stability.

In another engagement with the City, Tom served as lead consultant and assisted the City in performing an analysis of wholesale water rates by evaluating billing data for the past three years for all of the City's wholesale customers and provided recommendations to improve the recovery of revenue requirements from these customers. Raftelis has also performed a rate study to determine a raw water rate for a proposed new industrial customer seeking service from the City. Raftelis also analyzed the City's rate structure to determine its effectiveness for providing stable revenues during varying weather conditions.

### **Des Moines Water Works (IA)**

Tom has served as project manager on a cost of service study for the Des Moines Water Works (DMWW). DMWW provides retail service to the City of Des Moines and several other suburbs in addition to wholesale water service throughout the Des Moines metropolitan area. Raftelis was engaged to assist DMWW in performing a cost of service analysis to address concerns over the equity of their existing rate structure. Since completing the initial analysis the DMWW has engaged Raftelis in additional projects to support proposed regionalization of water supply and production assets in the region.

### **City of Saginaw (MI)**

Tom has served as project manager for cost-of-service studies for the City of Saginaw (City) water utility since 2005. The City provides retail service in the City and wholesale service to eighteen other utilities in their region, and Raftelis was first engaged by the City to assist in repairing their relationship with the wholesale customers. Since 2005 Raftelis has worked with the City and the wholesale to develop a positive relationship through transparency in the rate-setting process.

### **City of Suffolk (VA)**

Tom serves as project manager for Raftelis' multi-year engagement with the City of Suffolk (City) to provide financial services to the City's Department of Public Utilities (DPU). The scope of services includes an annual update of the 10-year comprehensive financial plan, determination of water and sewer costs of service, development of proposed water and sewer rates for the upcoming fiscal year, and an assessment of the City's water and sewer system availability fees. In addition, Raftelis also conducts an annual true-up analysis for wholesale water service to the Authority. The true-up analysis recalculates the water rates using actual cost and water usage data to determine the actual cost-of-service to the Authority during the prior year.

### **Arlington County (VA)**

Tom has been the lead consultant on a series of engagements for Arlington County (County). Raftelis has conducted cost-of-service studies for the County for the past several years, updated the County's System Development Charge



methodology, conducted pricing objective workshops with County staff as well as a citizen's advisory group that provided input into the rate setting objectives for the cost-of-service study. Raftelis has also assessed the equity of existing user rates and charges and evaluated the customer impacts associated with alternative rate structures. In addition, the County has also requested assistance in evaluating financing alternatives related to its capital improvement program, which may also include the utilization of the rate model to facilitate the preparation of a written feasibility report to be used by the County in obtaining a bond rating or credit enhancement for debt obligations. Raftelis is also developing new infrastructure availability fees for the County along with a model for use by County staff in the future.

#### **City of Grosse Pointe (MI)**

Tom serves as project manager to the City of Grosse Pointe (City) performing a comprehensive water and wastewater cost-of-service study including benchmarking analysis allowing the City to compare their performance with respect to key performance criteria to the performance of other similar utilities. Tom has also been responsible for the development of a 10-year financial plan for the City's Utilities Department, and creation of a financial planning and rate model for use by City staff in preparing annual updates to the water and wastewater rates.

#### **Fort Gratiot Township (MI)**

Tom served as the lead consultant on an engagement for Fort Gratiot Township (Township) to review proposed water rates from the City of Port Huron (City). The City provides wholesale water service to the Township and was concerned about the level of proposed rate increases they were facing, so they engaged Raftelis to review the proposed rates to ensure they were appropriate.

#### **City of Hobbs (NM)**

Tom served as the lead consultant on the City of Hobbs (City) water and wastewater rate study. The City was faced with significant capital expenditures to upgrade their wastewater treatment plant and wanted to ensure that the water and wastewater utilities were operating in a self-sufficient manner. Raftelis worked with City staff as well as the City Council and Water Board to determine the City's rate setting goals. Raftelis then developed water and wastewater rate structures that addressed these goals; in particular, conservation, while providing for adequate capital financing.

#### **Kansas City Water Services Department (MO)**

Tom served as lead consultant for a wastewater cost-of-service and rate study for the Kansas City (City) Water Services Department. Raftelis prepared a financial plan for the wastewater utility, forecasted revenue requirements, and determined the City's cost-of-service to its various customer classes and wholesale customers. A cost-of-service analysis and review of the City's wholesale contracts provisions resulted in the development of wastewater rates which were approved by the City Council.

#### **Town of Grand Lake (CO)**

Tom served as the project manager for a water rate study for the Town of Grand Lake (Town). The Town's water utility serves approximately 950 customers in and around the Town. Raftelis was engaged by the Town to determine revenue requirements for the utility, prepare a financial plan that provided for funding of the utility's operations and maintenance as well as capital requirements, and propose rates to recover the necessary revenues. Raftelis worked with Town staff to develop an appropriate financial plan and presented the results to the Town's Mayor and Board in a public meeting.

#### **City of Lee's Summit (MO)**

As lead consultant, Tom performed comprehensive water and wastewater cost-of-service studies for the City of Lee's Summit (City) as well as provided an update of the City's system development charges collected from new customers.

#### **Loudoun County Sanitation Authority (VA)**

Tom served as the lead consultant on two engagements for Loudoun County Sanitation Authority (Authority), a cost-of-service rate study and a bond feasibility study. The Authority's goal for the rate study was to maintain the current rate structure and minimize rate increases while still preserving a sufficient fund balance to meet all internal coverage



requirements. The follow-up bond feasibility study used the newly developed rate model to ensure the Authority's financial capability to issue new debt.

### **City of Olathe (KS)**

Tom has been the lead consultant on a series of engagements for the City of Olathe (City). Raftelis first performed an analysis of the City's existing System Development Fee methodology and provided guidance on how the fees could be updated and improved. Raftelis provided the subsequent revisions and updates and presented these findings to City Council. Raftelis has subsequently been engaged by the City to analyze proposed wastewater impact fees that would supplement system development charge revenue, to update the City's cost-of-service computer model, and to assist with the determination of wholesale wastewater rates.

### **City of Peoria (AZ)**

In February 1998, the City of Peoria (City) engaged Raftelis to conduct a comprehensive water and wastewater rate and financial planning study, which incorporated a water and wastewater utility rate study, an update of its water and wastewater development fees, the development of a water resource fee, and the development of an appropriate financial plan and bond feasibility forecast. Following these initial engagements, Raftelis has assisted the City in updating its water and wastewater rates, utility financial plan, and utility development fees on a biennial basis (2000, 2002, 2004 and 2006). As part of these updates, the City implemented a uniform service area approach to determining its development fees.

In 2003, Raftelis further assisted the City in determining utility development fees for a separate service area located west of the Aqua Fria River. Although the City assesses uniform water and wastewater development fees to customers in all other areas of its water and wastewater system, proposed development in this independent service area requires significant investment in capital improvements and certain portions of the required infrastructure will be financed through a Community Facilities District. Since these fees will be separate and unique from the fees assessed to other customers within the City's current service area, the City requested that Raftelis calculate the fees based upon the specific costs for the infrastructure they are intended to recover.

### **City of Phoenix (AZ)**

Tom has assisted the City of Phoenix (City) by providing bond feasibility analyses and parity test certifications for over \$1 billion in water and wastewater revenue bonds over the past 10 years, including a \$600,000,000 in Junior Lien Water System Revenue Refunding Bonds issued in 2005. These engagements included reviews of the City's financial statements and other financial data to prepare the feasibility analyses and parity test certifications.

### **City of Wyoming (MI)**

Tom has served as lead consultant and project manager for several engagements with the City of Wyoming (City) over the past seven years. Raftelis' largest engagement was to perform a water cost-of-service study and to provide assistance in the negotiation of new wholesale contracts for water and wastewater service. The City engaged Raftelis to perform a water cost-of-service study to support the negotiation of new wholesale water contracts. Raftelis has also provided expertise in areas including rate of return, cost-of-service allocations, industrial surcharges, and rate design across several engagements with the City.

### **City of Fort Worth (TX)**

Tom served as project manager for a review of the cost-of-service and rates of the wholesale wastewater service for the Water Department for the City of Fort Worth (City). The City owns, manages and operates a water supply, treatment, transmission and distribution system, and a wastewater collection, treatment and disposal system serving residents and businesses within and outside the City. Service to areas outside the City is provided through 28 wholesale water agreements and 23 wholesale wastewater agreements. The Water Department uses four separate computer models to assist in the cost-of-service and rate setting process. Wholesale water and wastewater rates are determined in accordance with specific revenue requirements and cost allocation methodologies contained in the wholesale water and wastewater contracts.



The City's practice has been to retain the services of an expert financial and rate consultant to update the wholesale rates on a three-year cycle. Tom is currently working with the City to review and evaluate the cost-of-service methodology, make recommendations on changes or improvements to the methodology, and determine and verify the resulting rates. He will also participate in several workshops presenting the methodology and results to a Wholesale Customers Advisory Committee (WCAC) and sub-committee, and the final results will be presented to the City Council for adoption for fiscal year 2014.

### **City of Denton (TX)**

Tom assisted the City of Denton (City) with a comprehensive water and wastewater cost-of-service and rate study. He conducted a pricing objectives workshop with City Staff to identify the City's pricing objectives. These pricing objectives were used to develop proposed conceptual designs, specifically for the water utility, that would better meet the objectives of the City.

Tom worked with the City to review its existing water and wastewater financial plans and ensure they met the needs of the City and provided the capital financing and reserve levels necessary. The City's financial plan was incorporated into a new cost-of-service and rate model designed and developed specifically for the City's needs. The City also provides wholesale water and wastewater service under contract, and the City's existing wholesale rate methodologies were incorporated into the new cost-of-service and rate model developed for the City.

Tom reviewed the results of the cost-of-service and rate study with City Staff and prepared draft and final reports documenting the study process and results. He presented the findings of the study to the City's Utility Commission. Tom also provided City Staff with training on the update and use of the model developed.

### **PROJECT LIST**

- Allegheny County Sanitary Authority (PA) - Industrial surcharge review and rate study
- Arlington County (VA) - Cost-of-service study and system development charge update
- Birmingham Water Works Board (AL) - Bond feasibility study
- City of Baltimore (MD) - Cost model, wastewater rate study, and water rate arbitration assistance
- City of Denton (TX) - Water and wastewater cost-of-service and rate study
- Fort Gratiot Township (MI) - Port Huron study
- City of Fort Worth (TX) - Cost-of-service and rates of the wholesale wastewater service
- City of Gladstone (MO) - Wholesale rate review
- Town of Grand Lakes (CO) - Water rate study
- City of Grosse Pointe (MI) - Water and wastewater rate study
- Harlingen Water Works System (TX) - Water and wastewater rate study
- City of Hobbs (NM) - Financial planning and water and sewer rate study
- City of Kansas City (MO) - Sewer cost-of-service analysis
- City of Lee's Summit (MO) - Water and wastewater rate study
- City of Liberty (MO) - Wholesale rate review
- Little Rock Wastewater Utility (AR) - Cost-of-service study and model, Rate Advisory Committee assistance, rate review, system growth charge study, and valuation study
- Loudon County Sanitation Authority (VA) - Bond issuance assistance and cost-of-service study
- City of Macomb (MI) - Feasibility analysis for acquisition and wastewater rate litigation assistance
- City of Naperville (IL) - Water and wastewater cost-of-service study
- Metropolitan Government of Nashville and Davidson County Water Services (TN) - Budget review
- Northwest Water Commission (IL) - Wholesale valuation and rate analysis
- Oakland County (MI) - Water and wastewater master plan study
- City of Olathe (KS) - Impact fee study, rate model update, system development charge study, and system development charge update



- Peace River Manasota Regional Water Authority (FL) - Feasibility study
  - City of Peoria (AZ) - Sanitation fees study and water and wastewater impact fee study
  - City of Phoenix (AZ) - Bond feasibility study (multiple)
  - City of Providence (RI) - Rate filings (multiple)
  - City of Saginaw (MI) - Water cost-of-service study, water rate study, and wholesale water contract negotiations
  - Saginaw-Midland Municipal Water Supply Corporation (MI) - Feasibility study
  - City of San Francisco (CA) - Wholesale water contract negotiations
  - St. Louis Metropolitan Sewer District (MO) - Rate change review (multiple)
  - City of Suffolk (VA) - Water and wastewater rate studies (multiple)
  - United States Navy - Rate review and negotiations
  - City of Wichita (KS) - Water and wastewater cost-of-service study and wholesale water rate analysis
  - City of Wyoming (MI) - Water and wastewater wholesale contract negotiations and water rate study
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# Collin Drat

Manager

## PROFILE

Collin has a background in public finance and statistical modeling. Since joining Raftelis, he has had the opportunity to participate in an array of utility financial and rate consulting engagements involving water and wastewater demand analysis, financial planning, cost-of-service analysis, cost-of-service review and rate design.

## KEY PROJECT EXPERIENCE

### Village of Northfield (IL)

Collin currently serves as the project manager for Raftelis' engagement with the Village of Northfield (Village). The Village engaged Raftelis to perform a financial planning, cost of service and rate study for the Village's water and sewer fund. This engagement involves the development of a rate plan which will fund ongoing operations and maintenance, capital reinvestment and prudent reserve balances. A key aspect of this engagement involves appropriately allocating costs between the water and sewer funds individually (they are currently combined) in order to understand the current financial position of each.

### City of Bloomington (IL)

Collin served as the lead consultant for Raftelis' engagement with the City of Bloomington (City). This engagement involves the development of comprehensive wastewater and stormwater financial plans and planning models for the City's use. The financial plans involve a forecast of water and stormwater revenue, the development of a capital financing plan to fund improvements to the wastewater and stormwater systems and a detailed cash flow analysis for each utility indicating the rate adjustments necessary to ensure operational sustainability. A key component of this engagement will involve modeling the impact on rate adjustments of various levels of capital reinvestment.

### City of Suffolk (VA)

Collin currently serves as the project manager for Raftelis' multi-year engagement with the City of Suffolk (City) to provide financial services to the City's Department of Public Utilities (DPU). The scope of services includes an annual update of the 10-year comprehensive financial plan, determination of water and sewer costs of service, development of proposed water and sewer rates for the upcoming fiscal year, and an assessment of the City's water and sewer system availability fees. In addition, Collin collaborates with utility staff in the development of an annual comprehensive water and wastewater demand forecast, as part of the annual rate study engagement. Each year the performance of this forecast is evaluated on a monthly basis against the actual billing data received by the City and calibrated as necessary for the following year.

### City of Lawrence (KS)

Collin serves as the project manager for Raftelis' ongoing engagement with the City of Lawrence (City). Raftelis completed its initial rate study for the City in 2017. That engagement involved the development of a comprehensive 10-year financial plan, water and wastewater cost-of-service studies, conservation rate designs and system development charges. Since the initial study, Raftelis has been retained to update analysis for the 2018, 2019 and 2020 budget years. Collin led each of these analyses and will soon begin the update for 2021.



### Specialties

- Utility strategic financial planning
- Cost-of-service analysis
- Water, wastewater, & stormwater rate design
- Conservation rate design
- Statistical analysis

### Professional History

- Raftelis: Manager (2019-present); Senior Consultant (2016-2018); Consultant (2014-2015); Associate Consultant (2012-2013)

### Education

- Master of Public Affairs (Public Finance) - Indiana University (2012)
- Bachelor of Arts in International Relations - Wheaton College (2010)

### Professional Memberships

- AWWA
- WEF



### **City of Topeka (KS)**

Collin served as the staff consultant for the City of Topeka's Office of Utilities and Transportation (City). Collin has assisted in the development of water and wastewater demand forecasts, various alternative financial planning scenarios for each of the City's utilities, cost-of-service analyses and rate design alternatives. The rate design services include the development of irrigation rates, readiness to serve charges, conservation rates, and system development charges.

### **City of Junction City (KS)**

Collin served as the lead consultant for Raftelis' engagement with the City of Junction City (City). The scope of work for this engagement involved the development of water and wastewater demand forecasts, comprehensive financial plans and rate design. A key aspect of this engagement involved financial planning and rate design which minimizes the financial impact of the City's relatively large planned capital improvements, while encouraging conservation among the City's customers. Collin and the project team worked collaboratively with the City's engineering consultant to develop three alternative financial planning scenarios based on various levels of capital expenditures. The recommended financial planning scenario and associated rates were presented before and accepted by the City Commission.

### **Detroit Water and Sewerage Department (MI)**

Collin serves as lead consultant for Raftelis' engagement with the Detroit Water and Sewerage Department (Department). The engagement involves financial planning and rate design for the water and sewer utilities. Key aspects of this engagement involve analyzing and projecting costs from wholesale provider the Great Lakes Water Authority (GLWA), analyzing customer affordability and developing rates which mitigate the impact on lower income customers. Collin served as lead consultant for the development of the Department's private fire line charge study.

### **City of Saginaw (MI)**

Collin currently serves as the lead consultant for Raftelis' engagement with the City of Saginaw (City). This engagement involves the update of the City's water rate model to establish updated water service rates. A key aspect of this engagement involves the development of water service rates for the City's 18 wholesale customers. This required the development of a five-year financial plan and an allocation of operations and maintenance, depreciation and return on rate base to each of the City's wholesale customers, based on that customers unique contribution to the City's operating and capital costs. The City's wholesale customers currently pay a commodity charge which recovers the cost of providing water service based on their current demand and a capacity charge which recovers costs on the basis for their contracted average and maximum day demand.

### **City of Marquette (MI)**

Collin served as the lead consultant for Raftelis' engagement with the City of Marquette (City). This engagement involves the development of water, sewer and stormwater financial plans and rate designs. A key aspect of this engagement involved the evaluation and integration of the City's performance management contract with Johnson Controls, Inc into the financial plans. Collin also worked closely with the City's consulting engineer providing support and documentation of the financial elements of the City's Stormwater and Wastewater (SAW) asset management grant reporting requirements.

### **Waukesha Water Utility (WI)**

Collin currently serves as the lead consultant on Raftelis' engagement with the Waukesha Water Utility (WWU). WWU has faced challenges with radium in their current groundwater supply requiring them to construct the facilities necessary to attain water from Lake Michigan. The program is anticipated to cost in excess of \$280M and will have a large impact on the customers of WWU. Collin has performed a wide variety of analyses for WWU including a risk focused comparison of two potential water suppliers, support in the development of WWU's wholesale service agreements, and assistance developing potential rates to recover the costs of new program. The most critical aspect of this engagement has been a detailed review and critique of the cost-of-service models of potential wholesale water suppliers the City of Oak Creek and Milwaukee Water Works.



**City of Atchison (KS)**

Collin currently serves as the project manager for Raftelis' engagement with the City of Atchison (City). Raftelis is developing a comprehensive water and wastewater financial plan and cost of service study. A unique aspect of this engagement involves the development of appropriate rates for the City's commercial and industrial customers, who represent approximately 50% of the City's annual water sales. The City also provides wholesale service to 4 rural water districts outside of the City. Raftelis is developing cost of service rates for these customers, which can be used in future contract negotiations.

**Sterling Heights (MI)**

Collin serves as project manager for Raftelis engagement with the City of Sterling Heights (City). Raftelis has been engaged to perform a financial planning, cost of service and rate study for the City. The study will identify the level of revenue needed for ongoing financial sustainability and determine how it should be recovered from the City's customer classes. A key aspect of this engagement involves the determination of appropriate capital charges which will ensure that new customers pay for their share of capacity in the City's water and sewer system.

**Regional Water Customers Group (AB)**

Collin has served as lead consultant for Raftelis' ongoing engagement with the Regional Water Customer Group (RWCG) since 2013. The Regional Water Customer Group (RWCG) is a consortium of nine water service providers located in suburban Edmonton who purchase treated water supplies from EPCOR Water Services Group, Inc. (EPCOR). Collin provided staff consulting support during the RWCG's negotiations with wholesale provider EPCOR following litigation at the Alberta Utilities Commission. Collin reviews EPCOR's prospective and actual cost-of-service models annually to ensure they comply with the agreed to methodology. Collin has also performed sensitivity analyses around RWCG's peak usage, which heavily influences its allocated cost-of-service from EPCOR. This analysis aided the RWCG in weighing the cost of reducing peak usage (asking customers to conserve on peak days) with the potential financial benefit.

**Bentonville (AR)**

Collin currently serves as lead consultant for Raftelis' engagement with the City of Bentonville (City). Raftelis is developing a comprehensive water financial plan and cost of service study for the City. The plan will identify the funding needed for additional personnel, and ongoing renewal and replacement while maintaining appropriate levels of reserves and debt service coverage ratios in accordance with the City's commitment to bondholders. The cost of service analysis will identify the cost to serve each of the City's customer classes in proportion to their use of the water system. A key aspect of the cost of service analysis involves calculating appropriate rates for the City's wholesale customers in accordance with their service agreements.

**Boulder City (NV)**

Collin currently serves as lead consultant for Raftelis' engagement with the City of Boulder City (City). The engagement involves a comprehensive financial planning, cost of service and rate study for the City's electric, water, wastewater and solid waste utilities. A key aspect of the financial plans involves incorporating alternative sources of capital improvement funding available to the City such as land sales and solar lease revenues. The City has not performed a cost of service analysis in many years. Accordingly, a key component of this study will involve explaining potential variances between existing customer revenues and cost of service and developing a plan to address these over time.

**Providence Water Supply Board (RI)**

Collin served as the lead consultant for the Providence Water Supply Board (PWSB), preparing schedules for the Board's four most recent rate filings (Dk. 4571, Dk. 4406, Dk. 4571 and Dk. 4618) with the Rhode Island Public Utilities Commission (RIPUC). These filings involve the development of detailed rate year revenue requirements, updating cost-of-service allocations and rate design. Collin prepared calculated rates in accordance with PWSB's existing rate structure as well as alternative rates designed to promote water conservation. In addition, Collin assisted in authoring expert testimony to the RIPUC, prepared responses to data requests and adjusted rate schedules as necessary.



**City of Cookeville (TN)**

Collin serves as the lead consultant for Raftelis' engagement with the City of Cookeville (City). This engagement involves the City's water, sewer, natural gas and electric utilities. Collin is updating the City's existing water and sewer financial plans, cost-of-service allocations and rate designs for a five-year forecast period. In addition, Collin is assisting in the development of rate structure alternative for the City's natural gas utility. This involves a normalized forecast of customer throughput, via the use of weather and customer data and statistical techniques. This normalized usage will inform the development of alternative structures which recover the appropriate level of margin (i.e. gas distribution costs, excluding cost of gas) from City customers.

**City of Clarksville (TN)**

Collin served as the lead consultant for Raftelis' engagement with the City of Clarksville (City). The engagement involved the development of a comprehensive financial plan, cost-of-service study and rate design for the City's natural gas utility. A key driver of the study was the anticipated construction of the Texas Gas Pipeline interconnect. Collin plan evaluated gas revenues at existing rates and determined the adjustments required to ensure the City would continue to meet its debt covenants following the issuance of the debt for the project. Another critical aspect of the project involved forecasting demand for the City's various customer classes. Collin evaluated recent years of historical natural gas demand as well as historical heating degree days to develop a normalized usage forecast to inform the financial plan and cost-of-service study.

**City of Round Rock (TX)**

Collin serves as the lead consultant for Raftelis' engagement with the City of Round Rock (City). This engagement involves the development of water and wastewater financial planning, cost-of-service, rate design services. The project team began the engagement by assessing the rate model currently used by the City, and later produced an updated model to meet the City's needs. A key component of the financial planning process involved planning for the additional capital expenditures associated with new assets constructed by the Brushy Creek Utility Authority, in which the City is a participant. The engagement also involved the preparation of wholesale water and wastewater rates based on the utility basis cost allocation methodology.

**Strathcona County Utilities (AB)**

Collin served as the lead consultant for Raftelis' engagement with Strathcona County Utilities (SCU). This engagement involved the development of a comprehensive wastewater financial planning model, cost-of-service analysis and rate design services. This engagement involved a thorough review of the SCU's existing rate modeling practices, the development of an updated rate model and the development of several wastewater rate alternatives to meet the County's objectives. Particular issues addressed by the study were a review of the County's charges for third party wastewater treatment, an examination of fixed cost recovery, rate consolidation customers with similar service levels and pricing policy recommendations regarding customers with non-continuous wastewater usage (i.e. snowbirds).

**City of Aztec (NM)**

Collin served as the lead consultant for the Raftelis' engagement with the City of Aztec (City). The engagement involves the development of water, wastewater and electric utility financial plans, cost-of-service studies and rate designs. A key aspect of this engagement has involved the development of multiple financial planning scenarios to support the City capital improvement program. The program involves future expenditures which greatly exceed the amount the City has expended in the past. Evaluating the various financing options has assisted the City in prioritizing water, wastewater and electric capital improvement projects.

**Marana Water (AZ)**

Collin serves as the lead consultant for Raftelis' engagement with Marana Water, the utility providing water and wastewater service to the Town of Marana (Town). This engagement has involved the development of water and wastewater financial plans, cost-of-service analyses and alternative rate designs. A unique aspect of this engagement has



involved the development of multiple financial planning scenarios in order to aid Town staff in developing a plan which would balance the need for capital reinvestment against the impact to Marana Water customers.

## PROJECT LIST

- City of Alexandria (VA) - Water rate litigation support
- City of Alpena (MI) - Wholesale water and sewer rate litigation support
- City of Baltimore (MD) - Stormwater utility implementation
- City of Clarksville (TN) - Natural gas rate study
- City of Flint (MI) - Water and wastewater financial planning and cost-of-service studies
- Gran Melia (PR) - Water rate litigation support
- City of Junction City (KS) - Water and sewer financial planning and cost-of-service study
- City of Marquette and Marquette Township (MI) - Joint water rate study
- Masonic Villages at Sewickley (PA) - Sewer rate litigation support
- Northwest Water Commission (IL) - Utility system valuation, wholesale rate methodology, misc. Financial analyses
- Orangeburg Department of Public Utilities (SC) - Water, wastewater, nat. Gas, electric rate study
- Pennichuck East Utility (NH) - Water cost-of-service study
- Port Huron Township (MI) - Wheeling rate analysis
- Silverleaf Resorts, Inc (MO, IL, TX) - Water and sewer rate litigation support
- St. Louis Metropolitan Sewer District (MO) - Rate analysis support
- State of Michigan Department of Treasury (MI) - Various financial analysis for city of flint utilities
- Tacoma Public Utilities (WA) - Econometric water demand modeling

## PRESENTATIONS AND PUBLICATIONS

- "Which Came First? An Integrative and Iterative Approach to Funding Infrastructure in Junction City," KWEA and KSAWWA Joint Annual Conference
- "Ratemaking 101: Best Practices for the Financially Sustainable Utility," KWEA and KSAWWA Joint Annual Conference
- "Principals of Water, Wastewater and Stormwater Rate Setting," NYAWWA Edwin C. Tift Jr. Water Supply Symposium
- "Financial Breakdown in the Vehicle City: Finding a Way Forward for Flint Finances in the Wake of the Water Crisis," AWWA/WEF Utility Management Conference
- "Smaller Utilities, Bigger Challenges: Small Utilities Gain the Most from Financial Planning and Stakeholder Outreach," NACWA Clean Water Advocate (Winter 2020)



# Joe Collins

Consultant



## PROFILE

Joe has a background in economics, public policy analysis, and municipal finance as well as utility energy management and has assisted utilities on a variety of financial and rate consulting engagements involving water and wastewater demand analysis, financial planning, cost-of-service analysis, and rate design since joining Raftelis.

## KEY PROJECT EXPERIENCE

### City of Washington (IL)

Joe served as the staff consultant for Raftelis engagement with the City of Washington (City). The Raftelis developed a comprehensive water and sewer financial plan for the City. This involved projecting water and sewer revenues and operating and capital expenses and identifying revenue adjustments which would maintain ongoing financial sustainability for the water and sewer funds.

### City of Edwardsville (IL)

Joe served as the staff consultant for Raftelis' engagement with the City of Edwardsville (City). This engagement involved the development of a comprehensive water financial plan, which compared projected revenues against operating and capital expenditures and identified the level of rate revenue necessary to support ongoing financial sustainability for the City's water fund. A key aspect of this engagement involved the development of alternative financial planning scenarios which would achieve the City's goals of positive cash flow and repayment of funds loaned to the water fund from the City's general fund.

### Great Lakes Water Authority (MI)

Joe served as the staff consultant for Raftelis' engagement with the Great Lakes Water Authority (GLWA). Raftelis worked closely with GLWA Staff as well as the Member Partners to review the existing charge methodology and propose updates to the methodology to meet the objectives of the Member Partner communities to simplify the methodology while ensuring it remained fair and equitable. Joe provided analytical support throughout the engagement.

### Genesee County Drain Commission - Division of Water and Waste Services (MI)

The Genesee County Drain Commission's Division of Water and Waste Services (GCDC) provides potable water transmission and distribution and wastewater collection, conveyance, and treatment to over 200,000 customers within its 700 square mile service area. Raftelis was engaged to develop a water and wastewater financial planning, cost-of-service and rate model for GCDC. Joe currently serves as the lead consultant for this engagement. A key aspect of this engagement has involved capturing all of the various levels of service provided by GCDC to the various communities which it serves. The model developed by Joe will allocate the cost of providing water service to GCDC's customers in proportion to their use of GCDC's water and wastewater system.

### Detroit Water and Sewerage Department (MI)

Joe serves as a staff consultant for Raftelis' engagement with the Detroit Water and Sewerage Department (Department). The engagement involves financial planning and rate design for the water and sewer utilities. Key aspects of this engagement involve analyzing and projecting costs from wholesale provider Great Lakes Water Authority, analyzing customer affordability and developing rates which mitigate the impact on lower income customers. Joe also served as a staff consultant for the development of the Department's private fire line charge.

## Specialties

- Financial modeling
- Utility rate studies
- Bond feasibility reports
- Statistical analysis

## Professional History

- Raftelis: Consultant (2019-present)  
Associate Consultant (2016-2018)

## Education

- Master of Public Administration -  
Indiana University (2016)
- Bachelor of Science in Economics -  
Truman State University (2014)

## Professional Memberships

- AWWA
- WEF



**Allendale Township (MI)**

Joe served as the staff consultant for Raftelis' engagement with Allendale Township. The engagement involved the development of utility rate and water and sewer financial planning models for Allendale Township. The financial plans involve a forecast of water and stormwater revenue, the development of a capital financing plan to fund improvements to the wastewater and stormwater systems and a detailed cash flow analysis for each utility indicating the rate adjustments necessary to ensure operational sustainability. Additionally, a key component of this engagement involved developing new system development charges for new connections to the water and sewer systems.

**City of Saginaw (MI)**

Joe currently serves as the staff consultant for Raftelis' engagement with the City of Saginaw (City). This engagement involves the update of the City's water rate model to establish updated water service rates. A key aspect of this engagement involves the development of water service rates for the City's 20 wholesale customers. This required the development of a five-year financial plan and an allocation of operations and maintenance, depreciation and return on rate base to each of the City's wholesale customers, based on that customers unique contribution to the City's operating and capital costs.

**City of Suffolk (VA)**

Joe currently serves as a staff consultant for Raftelis' multi-year engagement with the City of Suffolk (City) to provide financial services to the City's Department of Public Utilities (DPU). The scope of services includes an annual update of the 10-year comprehensive financial plan, determination of water and sewer costs of service, development of proposed water and sewer rates for the upcoming fiscal year, and an assessment of the City's water and sewer system availability fees. In addition, Joe maintains monthly records of actual billing data, which is evaluated against prior demand forecasts and used to adjust forecasts for future years.

**City of Atchison (KS)**

Joe currently serves as the lead consultant for Raftelis' engagement with the City of Atchison (City). Raftelis is developing a comprehensive water and wastewater financial plan and cost-of-service study. A unique aspect of this engagement involves the development of appropriate rates for the City's commercial and industrial customers, who represent approximately 50% of the City's annual water sales. The City also provides wholesale service to 4 rural water districts outside of the City. Raftelis is developing cost-of-service rates for these customers, which can be used in future contract negotiations.

**Des Moines Water Works (IA)**

Joe currently serves as a staff consultant for Raftelis' engagement with Des Moines Water Works (DMWW). This engagement involves a review of DMWW's existing cost-of-service and financial planning methodology and the development of an updated financial planning tool for the City to use going forward.

**Metropolitan St. Louis Sewer District (MO)**

Metropolitan St. Louis Sewer District (MSD) provides retail wastewater and stormwater services to the City and County of St. Louis, serving a population of approximately 1.3 million. MSD is interested in funding its stormwater management program through impervious area fees and, building on its longstanding relationship with Raftelis, has engaged the firm to provide stormwater funding and rate policy services. Joe aided in the development of the stormwater funding model and rate proposal and has begun work on MSD's forthcoming sewer rate proposal.

**City of North Kansas City (MO)**

Joe served as the staff consultant for Raftelis' engagement with the City of North Kansas City (City). Joe developed a utility rate and financial planning model, which would allow the City to evaluate the financial impacts of potential choices concerning future water supply, major water treatment facility renovations, and increased system maintenance costs.



**City of Perryville (MO)**

Joe served as the staff consultant for Raftelis' engagement with the City of Perryville (City). The City sought to calculate rates sufficient to finance the construction of major wastewater treatment facility renovations and increased system maintenance costs. Joe assisted in developing a rate and financial planning model to provide a forecast of rates, revenues, expenses, debt service coverage, and reserves over a 10-year forecast period.

**City of Edgerton (KS)**

Raftelis has assisted the City of Edgerton (City) with various studies. Joe played a key role in the 2017 update of the water and sewer financial planning model Raftelis had previously developed for the city. The process included analysis of the City's customer demand, operating expenses, and future needs for expansion. He also assisted with an analysis of customer growth and wholesale sewer rates to evaluate the impacts of new development.

**Little Blue Valley Sewer District (MO)**

In July 2016, Raftelis was engaged by the Little Blue Valley Sewer District (District) to complete a financial feasibility evaluation of proposed revenue bonds. Joe evaluated historic and projected revenues, expenses, and debt service for the District and the sewer subdistrict it governs.

**City of Columbia (MO)**

Joe serves as the staff consultant for Raftelis' engagement with the City of Columbia Department of Water and Light (CWL). Joe developed a water rate and cost-of-service study for CWL. CWL is seeking a comprehensive analysis of the existing and projected cost basis of utility operations and an evaluation of the appropriateness of its existing rate structure for providing water services. Joe has assisted in developing a rate and financial planning model to provide a forecast of rates, revenues, expenses, debt service, debt service coverage, and reserves over a 15-year forecast period. Joe has also developed cost-justified connection fees.

**City of Lawrence (KS)**

Joe currently serves as the staff consultant for Raftelis' most recent engagement with the City of Lawrence (City). Raftelis completed its initial rate study for the City in 2017. That engagement involved the development of a comprehensive 10-year financial plan, water and wastewater cost-of-service studies, wholesale rates, conservation rate designs and system development charges. Following the initial study, Raftelis was retained to update the rate projections for the 2019 budget year. Joe is currently working to update the water and sewer rate projections for the 2020 budget cycle. Joe is also developing a stormwater financial plan for the City, to appropriately recover the cost of handling stormwater run-off from City customers.

**City of Junction City (KS)**

Joe serves as the lead consultant for Raftelis engagement with the City of Junction City. This engagement involves the development of comprehensive water and sewer financial plans and rate designs. Joe will be reviewing the previous financial business plans Raftelis developed as compared to the actual results and will be developing an updated plan, which will establish the level of rate revenue necessary to fund ongoing operations and capital reinvestment in a sustainable manner.

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# Jeremy Hall

Consultant

## PROFILE

Jeremy has a background in financial modeling, market research, forecasting and analysis. His expertise lies in financial modeling and analysis.

## KEY PROJECT EXPERIENCE

### Bentonville (AR)

Jeremy currently serves as the staff consultant for Raftelis' engagement with the City of Bentonville (City). Raftelis is developing a comprehensive water financial plan and cost of service study for the City. The plan will identify the funding needed for additional personnel, and ongoing renewal and replacement while maintaining appropriate levels of reserves and debt service coverage ratios in accordance with the City's commitment to bondholders. The cost of service analysis will identify the cost to serve each of the City's customer classes in proportion to their use of the water system. A key aspect of the cost of service analysis involves calculating appropriate rates for the City's wholesale customers in accordance with their service agreements.

### Boulder City (NV)

Jeremy currently serves as the staff consultant for Raftelis' engagement with the City of Boulder City (City). The engagement involves a comprehensive financial planning, cost of service and rate study for the City's electric, water, wastewater and solid waste utilities. A key aspect of the financial plans involves incorporating alternative sources of capital improvement funding available to the City such as land sales and solar lease revenues. The City has not performed a cost of service analysis in many years. Accordingly, a key component of this study will involve explaining potential variances between existing customer revenues and cost of service and developing a plan to address these over time.

### City of Suffolk (VA)

Jeremy currently assists on Raftelis' multi-year engagement with the City of Suffolk (City) to provide financial services to the City's Department of Public Utilities (DPU). The scope of services includes an annual update of the 10-year comprehensive financial plan, determination of water and sewer costs of service, development of proposed water and sewer rates for the upcoming fiscal year, and an assessment of the City's water and sewer system availability fees.

### Providence Water Supply Board (RI)

Jeremy currently serves as the staff consultant for the Providence Water Supply Board (PWSB). Jeremy has been engaged in developing an updated the cost-of-service and rate model for PWSB, which will allocate the cost of water service between PWSB's retail customers and the 8 wholesale customers it serves using the base-extra capacity method.

### City of Alexandria (VA)

Jeremy currently serves as the staff consultant for Raftelis engagement with the City of Alexandria (City). The City has intervened in the Virginia American's most recent filing (PUR-2018-00175) on behalf of the citizens of Alexandria. Jeremy is providing critical analytical support for the issues being raised by the City including: cost of capital, consolidation, cost-of-service and the water infrastructure service charge. In addition, Jeremy is authoring drafts of expert testimony to be used by Raftelis' testifying experts in this case.



## Specialties

- Data collection and analysis
- Financial modeling and forecasting
- Statistical analysis

## Professional History

- Raftelis: Consultant (2020-present); Associate Consultant (2018-2019)
- Norfolk Southern Corporation: Intermodal and Automotive Financial Analyst Co-op (2017)
- St. John Cobb, Inc.: Financial Analyst Intern (2016)

## Education

- Bachelor of Science in Quantitative Economics - Tulane University (2018)

## Professional Memberships

- AWWA
- WEF



**Regional Water Customers Group (AB)**

Jeremy serves as the staff consultant for Raftelis' current engagement with the Regional Water Customer Group (RWCG). RWCG is a consortium of nine water service providers located in suburban Edmonton who purchase treated water supplies from EPCOR Water Services Group, Inc. (EPCOR). Jeremy is currently engaged in reviewing EPCOR's prospective and actual cost-of-service models to ensure they comply with the agreed to methodology.

**City of Smithville (MO)**

Jeremy served the staff consultant for Raftelis' engagement with the City of Smithville (City). The focus of this engagement was the development of a comprehensive water and wastewater financial plan. The plan involved comparing the City's forecasted revenues under existing rates to the projected operating and capital expenditures and identifying the rate adjustments necessary to close any gaps between the two. Jeremy also developed alternative rate structures to meet the City's pricing objectives for water and wastewater.

**City of El Dorado (AR)**

Jeremy serves the staff consultant for Raftelis' engagement with the El Dorado Water. Jeremy is developing a comprehensive water and wastewater financial plan which will identify any gaps between projected revenues and expenditures, making recommendations to ensure financial sustainability over time. This plan will be the basis for a cost-of-service analysis which assigns cost responsibility to El Dorado Water's various customer classes in proportion to their use of the water system.







RESOLUTION NO. 5241

APPROVAL OF A RESOLUTION ACCEPTING A 2020 STANDARD AGREEMENT FOR PROFESSIONAL SERVICES FROM CRAWFORD, MURPHY, AND TILLY, INC. FOR THE NOT-TO-EXCEED PRICE OF \$65,000.00 TO PERFORM A CAPITAL NEEDS ASSESSMENT AT THE WWTP AND A SANITARY SEWER RATE STUDY AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.

WHEREAS, The City Council considers it in the best interest of the citizens of the City of Kewanee to maintain a properly operating sanitary sewer collection system and treatment plant; and,

WHEREAS, Both have long deferred maintenance which can't be deferred indefinitely; and,

WHEREAS, The current sanitary sewer rate model does not provide sufficient revenues to fund future infrastructure expenditures; and,

WHEREAS, Crawford, Murphy, and Tilly, Inc. proposes to provide a capital needs assessment for improvements at the WWTP; and,

WHEREAS, Crawford, Murphy, and Tilly, Inc. proposes to work with Raftelis Financial Consultants, Inc. to review and existing sanitary sewer rate model and make recommended revisions to fund future costs; and,

WHEREAS, Staff recommends the City of Kewanee accept the Agreement for Professional Services from Crawford, Murphy, and Tilly, Inc. for the not-to-exceed price of \$65,000.00.

NOW THEREFORE BE IT RESOLVED, BY THE COUNCIL OF THE CITY OF KEWANEE THAT:

**Section 1** The Standard Agreement for Professional Services from Crawford, Murphy, and Tilly, Inc. is hereby approved at standard hourly rates at the not-to-exceed price of \$29,000.00.

**Section 2** The Mayor, City Clerk, City Manager, and City Engineer are hereby authorized to execute and attest to all necessary agreement documents with Crawford, Murphy, and Tilly in the amount of \$65,000.00; provided, however, that said change order documents are in substantially similar form and content to that attached hereto and incorporated herein.

**Section 3** This Resolution shall be in full force and effect immediately upon its passage and approval as provided by law.

Adopted by the Council of the City of Kewanee, Illinois this 10<sup>th</sup> day of August 2020.

ATTEST:

\_\_\_\_\_  
Rabecka Jones, City Clerk

\_\_\_\_\_  
Gary Moore, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Gary Moore				
Council Member Mike Komnick				
Council Member Steve Faber				
Council Member Chris Colomer				
Council Member Michael Yaklich				



CITY OF KEWANEE CITY COUNCIL AGENDA ITEM		
MEETING DATE	August 10, 2020	
RESOLUTION OR ORDINANCE NUMBER	Resolution #5242	
AGENDA TITLE	A resolution extending the Small Business Loan Program to help small businesses recover from the COVID-19 pandemic and its negative impacts on the local economy and declaring that this resolution shall be in full force immediately.	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Gary Bradley, City Manager	
FISCAL INFORMATION	Cost as recommended:	N/A
	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE	Authorizes the extension of the Small Business Loan Program.	
BACKGROUND	The City established the program with the hope that the pandemic would be less impactful once efforts to flatten the curve and the recovery plan was in place and the economy began to return to normal. Those circumstances not having worked entirely as hoped for, the City Council asked staff to prepare a resolution extending the program.	
SPECIAL NOTES	The program guidelines and requirements remain unchanged.	
ANALYSIS	N/A	



<b>PUBLIC INFORMATION PROCESS</b>	Previously discussed at the 7/27/20 City Council meeting.
<b>BOARD OR COMMISSION RECOMMENDATION</b>	N/A
<b>STAFF RECOMMENDATION</b>	Staff recommends approval.
<b>REFERENCE DOCUMENTS ATTACHED</b>	Resolution # 52XX



RESOLUTION NO. 5242

A RESOLUTION ESTABLISHING GUIDELINES FOR THE USE OF INCENTIVES FOR A SHORT TERM ECONOMIC DEVELOPMENT PROGRAM INTENDED TO HELP SMALL BUSINESSES RECOVER FROM THE COVID-19 PANDEMIC AND ITS NEGATIVE IMPACTS ON THE LOCAL ECONOMY AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.

**WHEREAS,** On April 27, 2020, the City Council establish the Small Business Loan Program to provide short-term assistance to help small businesses recover from the impacts of the COVID-19 pandemic; and

**WHEREAS,** the program was established to run for sixty (60) days, which expired in July of July;

**WHEREAS,** the COVID-19 Pandemic has continued to have an impact on local businesses and is expected to continue to do so into the foreseeable future; and

**WHEREAS,** City Council recognizes the importance of extending the length of the program in order to provide ongoing support to businesses for as long as it is needed.

NOW THEREFORE BE IT RESOLVED, BY THE KEWANEE CITY COUNCIL, IN COUNCIL ASSEMBLED, AS FOLLOWS:

**Section 1** The Small Business Loan Program to assist impacted businesses with COVID-19 is hereby extended until such time as the City Council chooses to rescind the extension.

**Section 2** This Resolution shall be in full force and effect immediately upon its passage and approval as provided by law.

Adopted by the Council of the City of Kewanee, Illinois this 10<sup>th</sup> day of August 2020.

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ATTEST:

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Rabecka Jones, City Clerk

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Gary Moore, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Gary Moore				
Council Member Mike Komnick				
Council Member Steve Faber				
Council Member Chris Colomer				
Council Member Michael Yaklich				



<b>CITY OF KEWANEE CITY COUNCIL AGENDA ITEM</b>		
<b>MEETING DATE</b>	August 10, 2020	
<b>RESOLUTION OR ORDINANCE NUMBER</b>	Resolution #5243	
<b>AGENDA TITLE</b>	Consideration of a Resolution for the purchase of a new 2021 Dodge SSV Pickup Truck to be used by the Police Department and a new 2021 Chevrolet SSV Pickup Truck to be used by the Fire Department	
<b>REQUESTING DEPARTMENT</b>	Fleet Department/Police Department/Fire Department	
<b>PRESENTER</b>	Kevin Newton, Grounds Maintenance Manager	
<b>FISCAL INFORMATION</b>	Cost as recommended:	\$34,587.00 – Police Dept. \$34,508.00 – Fire Dept.
	Budget Line Item:	39-73-840
	Balance Available	\$78,500.00 – Police Dept. \$135,000.00 – Fire Dept
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>PURPOSE</b>	To approve the purchase of a new 2021 Dodge SSV Pickup Truck and new 2021 Chevrolet SSV Pickup Truck	



<b>BACKGROUND</b>	<p>Aside from the 2020 Dodge SSV the Police Dept. has 8 frontline patrol vehicles, are 5 years or older and have an average of 100,000 miles on the odometer. The national average life expectancy for a police patrol vehicle is 5yrs/100,000 miles and while these vehicles are safe and able to perform front line service, they have become costly in repairs and maintenance. In order to maintain a high level of police protection for Kewanee residence the Police Departments fleet needs to be kept current.</p> <p>The Fire Dept. uses a 2006 Dodge Durango in frontline service. The vehicle has approximately 80000 odometer miles, rust and cosmetic damage and has needed numerous repairs to stay operational over the last 24 months. The vehicle is also unable to tow the Fire Depts. service trailers, which resorts to the Dept. barrowing other departments vehicles.</p>			
<b>SPECIAL NOTES</b>	Dealer/Manufacturer	Gustafson Ford	Crowe Dodge	Motor City Chevrolet
	Base Price	\$33,458.00	\$29,887.00	\$32,057
	Engine Option >9000lb tow capacity	\$1,195.00 (2.7L Engine 9000lb tow)	Included (5.7L Engine 9500lb tow)	Included (5.3L Engine 9500lb tow)
	Trailer Brake Contrl	\$255.00	\$295.00	\$242.00
	Spray In Bed Liner	Included	Included	Included
	Informant System	N/A	\$695.00	Included
	Rear Window Defroster	\$292.00	\$195.00	Included
	Heated Mirrors	\$1,175.00 (reqr pkg)	Included	Included
	Protection Group	Included	\$395.00	Included
	Remote Start Security Group	\$595.00	\$395.00	\$400.00
	Wheel/Tire Package	Included	\$250.00	\$1009.00
	Extended Warranty	\$1785.00	\$2485.00	\$800.00
	<b>TOTAL</b>	\$38,755.00	\$34,587.00	\$34,508.00



<b>ANALYSIS</b>	<p>Staff solicited bids for the purchase of two new trucks to be used in the Police and Fire Departments. Please see the table above for the bid results.</p> <p>With keeping the Police Dept. Fleet current a priority and the positive results and opinions of the 2020 Dodge SSV in frontline service already, staff recommends purchasing another new pickup truck to be used in the Police Department. While the Chevrolet SSV is \$79.00 less than the Dodge SSV staff feels the value of keeping the vehicles operationally familiar is worth the difference and recommends the purchase of a new Dodge SSV Pickup Truck.</p> <p>Staff recommends the purchase of a new 2021 Chevrolet SSV Pickup Truck to be used in the Fire Dept. The Chevrolet not only has the lowest cost but more importantly proved to offer safer and better towing performance compared to other manufactures.</p> <p>Unfortunately, with the Ford SSV costing \$4,168.00 more than the next bidder I am unable to recommend the Ford for purchase.</p>
<b>PUBLIC INFORMATION PROCESS</b>	<p>Two RFP's titled "Police Department SSV" and "Fire Department SSV" were posted on the City of Kewanee's website as well as direct mailed to vendors in our surrounding area. Sealed bids were due and read aloud on August 5, 2020.</p>
<b>BOARD OR COMMISSION RECOMMENDATION</b>	<p>N/A</p>
<b>STAFF RECOMMENDATION</b>	<p>Staff recommends the purchase of one 2021 Dodge SSV from Crowe Dodge Kewanee and one 2021 Chevrolet SSV from Motor City Kewanee.</p>
<b>PROCUREMENT POLICY VERIFICATION</b>	<p>RFP issued as required.</p>
<b>REFERENCE DOCUMENTS ATTACHED</b>	<p>RFP for vehicle itself is available in City Clerk's Office</p>



RESOLUTION NO. 5243

A RESOLUTION AUTHORIZING THE PURCHASE OF A 2021 DODGE SSV TRUCK FROM CROWE DODGE OF KEWANEE AND 2021 CHEVROLET SSV TRUCK FROM MOTOR CITY OF KEWANEE, AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.

WHEREAS, The City is committed to providing a safe and responsive Police and Fire vehicle fleet, and desires to continue this practice into the future; and

WHEREAS, The Police Department has eight frontline patrol vehicles that are 5 years or older and have an average of 100,000 odometer miles; and

WHEREAS, The Fire Department uses a 2006 Dodge Durango for frontline and towing use and has required multiple costly repairs and cannot meet towing requirements; and

WHEREAS, The 2021 Dodge SSV Truck has been recommended by staff as the appropriate vehicle for the Police Departments proposed use; and

WHEREAS, The 2021 Chevrolet SSV Truck has been recommended by staff as the appropriate vehicle for the Fire Departments proposed use; and

WHEREAS, Proposals were solicited by City staff. Three vendors submitted proposals, with the results shown in the table below:

Dealer/Manufacturer	Gustafson Ford	Crowe Dodge	Motor City Chevrolet
Base Price	\$33,458.00	\$29,887.00	\$32,057
Engine Option >9000lb tow capacity	\$1,195.00 (2.7L Engine 9000lb tow)	Included (5.7L Engine 9500lb tow)	Included (5.3L Engine 9500lb tow)
Trailer Brake Contrl	\$255.00	\$295.00	\$242.00
Spray In Bed Liner	Included	Included	Included
Informant System	N/A	\$695.00	Included
Rear Window Defroster	\$292.00	\$195.00	Included
Heated Mirrors	\$1,175.00 (reqr pkg)	Included	Included
Protection Group	Included	\$395.00	Included
Remote Start Security Group	\$595.00	\$395.00	\$400.00
Wheel/Tire Package	Included	\$250.00	\$1009.00
Extended Warranty	\$1785.00	\$2485.00	\$800.00
<b>TOTAL</b>	<b>\$38,755.00</b>	<b>\$34,587.00</b>	<b>\$34,508.00</b>

**THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF KEWANEE THAT:**

**Section 1** The City Manager, or his designee, is hereby authorized to execute the documents necessary to order and purchase one 2021 Dodge SSV Truck from Crowe Dodge and one 2021 Chevrolet SSV Truck from Motor City Chevrolet in compliance with the proposal submitted.

**Section 2** This Resolution shall be in full force and effective immediately upon its passage and approval as provided by law.



Adopted by the Council of the City of Kewanee, Illinois this 10<sup>th</sup> day of August, 2020

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ATTEST:

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Rabecka Jones, City Clerk

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Gary Moore, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Gary Moore				
Council Member Steve Faber				
Council Member Mike Komnick				
Council Member Chris Colomer				
Councilman Michael Yaklich				



CITY OF KEWANEE CITY COUNCIL AGENDA ITEM														
<b>MEETING DATE</b>	August 10, 2020													
<b>RESOLUTION OR ORDINANCE NUMBER</b>	Resolution #5244													
<b>AGENDA TITLE</b>	Approval of a Resolution accepting a Proposal from R.A. Oldeen, Inc. to replace the office building roof at the Waste Water Treatment Plant for the lump sum price of \$34,624.00.													
<b>REQUESTING DEPARTMENT</b>	Public Works													
<b>PRESENTER</b>	Scott Hinton, City Engineer													
<b>FISCAL INFORMATION</b>	Cost as recommended:	\$34,624.00												
	Budget Line Item:	52-93-511, WWTP												
	Balance Available	\$30,000.00 budgeted. Excess Reserves available for the remainder												
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No												
<b>PURPOSE</b>	Acceptance of the Proposal is necessary to proceed with the WWTP office building roof.													
<b>BACKGROUND</b>	<p>The asphalt shingle roof on the WWTP office building has reached the end of its useful life and no longer seals the building. Staff sought proposals to remove the existing two layers of shingles and replace with 1) new asphalt shingles and 2) new metal roofing. Three proposals were received as detailed below:</p> <table border="1"> <thead> <tr> <th></th> <th>Asphalt</th> <th>Metal</th> </tr> </thead> <tbody> <tr> <td>Oldeen</td> <td>\$34,624.00</td> <td>\$42,556.00</td> </tr> <tr> <td>JNM</td> <td>\$38,000.00</td> <td></td> </tr> <tr> <td>DeReu</td> <td>\$34,000.00*</td> <td>\$36,500.00*</td> </tr> </tbody> </table> <p>* No Prevailing Wage</p>			Asphalt	Metal	Oldeen	\$34,624.00	\$42,556.00	JNM	\$38,000.00		DeReu	\$34,000.00*	\$36,500.00*
	Asphalt	Metal												
Oldeen	\$34,624.00	\$42,556.00												
JNM	\$38,000.00													
DeReu	\$34,000.00*	\$36,500.00*												



<b>SPECIAL NOTES</b>	N/A
<b>ANALYSIS</b>	<p>Metal roofing materials continue to increase in popularity due to the longer life of metal roof panels compared to asphalt shingles. Many feel the increased cost of metal roofing is more cost efficient over the long term due to the longer life. While it's true that metal roofing generally lasts longer than asphalt shingles, the weak link of metal roofing systems is the neoprene-washers on the screws that attach the metal panels. Most installers agree that the screws must be replaced after approximately 15 years due to degradation of the neoprene washers and the continual expansion / contraction cycles of the panels. As such, staff finds it in the City's best interest to proceed with installing the CertainTeed 40-year asphalt shingles as proposed by Oldeen.</p>
<b>PUBLIC INFORMATION PROCESS</b>	N/A
<b>BOARD OR COMMISSION RECOMMENDATION</b>	N/A
<b>STAFF RECOMMENDATION</b>	Staff recommends accepting the Proposal from R.A. Oldeen, Inc. to install asphalt shingles.
<b>PROCUREMENT POLICY VERIFICATION</b>	Three proposals were received which is consistent with the Purchasing Policy.
<b>REFERENCE DOCUMENTS ATTACHED</b>	Proposals attached.



# R.A. Oldeen, Inc.

2015 Burlington Avenue. P.O. Box 625

**Firestone**

RUBBERGARD ROOFING SYSTEM

LIC.NO. 3084

Firestone One Ply Systems

Built Up Roofs

TPO

Shingles

7-24-2020

Kewanee, Illinois 61443

Phone: 309-854-0851

Fax: 309-854-0852

Since 1967

IL Roofers Lic. No.

104-001016

Certified Applicators of  
Bonded Roofs for  
Firestone

Kewanee Sewer Plant

194 Fisher Avenue

Kewanee, Illinois 61443

Attention: Bill Haupt

P:854-2899

Project: New Shingle Roof

1. Remove 2 layers of existing roof and haul away debris.
2. Install new roof edge all sides of building.
3. Install new ice and water shield along bottom edges and along wall.
4. Install new felt paper everywhere else.
5. Install new CertainTeed Landmark Pro AR shingles with 6 nails per shingle.  
Note: these are a heavy shingle and are the equivalent to a 40 year shingle due to the high wind conditions at the plant.
6. Install new ridge vent and ridge cap.
7. Install new flashings around all objects
8. Warranty shall be for 10 years under normal weather conditions.
9. Pay prevailing wage to all employee (50.16 per hour) no subcontractors to be used.
10. We are fully insured with workman's compensation, liability, auto, and property damage insurance.
11. Oldeen is registered with the State of Illinois with an unlimited roofing license as required by the Illinois Roofing Industry Licensing Act.
12. Any deteriorated wood will be repaired on time and material basis.

\$ 34,624<sup>-</sup>

Payment shall be made upon completion.

Owner to carry fire, tornado, and other necessary insurance upon above work. Workman's Compensation and Public Liability Insurance on above work to be taken out by **R.A. Oldeen, Inc.**

Respectfully submitted R.A. Oldeen

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified and payment will be made as outline above.

\_\_\_\_\_  
Signature

Accepted

Date:

TERMS: A FINANCE CHARGE OF 1 ½% per month will be assessed on any outstanding balance after 30 days.



# R.A Oldeen, Inc.

2015 Burlington Avenue. P.O. Box 625

**Firestone**

Kewanee, Illinois 61443

Phone: 309-854-0851

Fax: 309-854-0852

IL Roofers Lic. No.

104-001016

RUBBERGARD ROOFING SYSTEM

LIC.NO. 3084

Firestone One Ply Systems

Built Up Roofs

TPO

Shingles

7-24-2020

Since 1967

Certified Applicators of  
Bonded Roofs for  
Firestone

Kewanee Sewer Plant

194 Fisher Avenue

Kewanee, Illinois 61443

Attention: Bill Haupt

P:854-2899

Project: New McElroy Metal Roof System

1. Remove 2 layers of existing roof and haul away debris.
2. Install new 24-gauge sheet metal trim all sides of building.
3. Install new ice and water shield along bottom edge, walls, and objects.
4. Install new high Temperature synthetic felt per Metal Manufactures requirements.
5. Install new McElroy Metal Roof System with exposed fasteners per wind design requirements.  
Metal roof panels to be R panel design 24-gauge galvalume with Kynar 500 paint coating  
This is the same metal panel we used on Transfer station a few years back. After the original 26-gauge panels had wind damage.
6. Install new butyl tape sealant in between all laps in metal panels per Manufactures requirements.
7. Install new inside and outside closures per Manufactures requirements.
8. Install new 24-gauge ridge cap.
9. Install new pipe flashing and curb flashings.
10. Install metal panels to achieve a UL580 Class 90-uplift Rating, UL2218 Class 4 Impact resistance and Class A fire rating over wood decking.
11. Warranty shall be for 10 years under normal weather conditions.  
(note: see additional information provided on Metal manufactures 40-year warranty)
12. Pay prevailing wage to all employee (50.16 per hour) no subcontractors to be used.
13. We are fully insured with workman's compensation, liability, auto, and property damage insurance.
14. Oldeen is registered with the State of Illinois with an unlimited roofing license as required by the Illinois Roofing Industry Licensing Act.
15. Any deteriorated wood will be repaired on time and material basis.

Payment shall be made upon completion.

\$ 42,556<sup>-</sup>

Owner to carry fire, tornado, and other necessary insurance upon above work. Workman's Compensation and Public Liability Insurance on above work to be taken out by **R.A. Oldeen, Inc.**

Respectfully submitted Rol. Oldeen

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified and payment will be made as outline above.

Signature

Accepted

Date:

TERMS: A FINANCE CHARGE OF 1 ½% per month will be assessed on any outstanding balance after 30 days.





**ROOFING** Jim DeReu 309-854-2108  
**SIDING, GUTTERS** Matt DeReu 309-883-2589

## PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO Kavanaugh Waste Water Treatment Plant	PHONE	DATE 7/30/20
STREET 144 Fisher Ave	JOB NAME Offic Bldg.	
CITY, STATE AND ZIP CODE Kavanaugh IL 61443	JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE

We hereby submit specifications and estimates for:

Asphalt shingles roof Bid:

Tear off & dispose of old roof.

Install synthetic felt, ice & water barrier, starter strip, drip edge, Flashing, pipe boots, vented ridge.

Install Owens Corning Duration shingles & ridge cap.

**We Propose** hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Thirty Four Thousand dollars (\$ 34000.00 ).

Payment to be made as follows:

\$17000.00 @ Start & \$17000.00 @ Completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized  
Signature

Note: This proposal may be withdrawn by us if not accepted within 90 days.

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

Signature

Date of Acceptance

Signature





**ROOFING** Jim DeReu 309-854-2108  
**SIDING, GUTTERS** Matt DeReu 309-883-2589

## PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO <i>City of Kenner waste water Treatment Plant</i>	PHONE	DATE <i>7/30/20</i>
STREET <i>174 Fisher Ave</i>	JOB NAME <i>Office Bldg.</i>	
CITY, STATE AND ZIP CODE <i>Kenner LA 70143</i>	JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE

We hereby submit specifications and estimates for:

*Steel Roof Bid:*

*Tear off & dispose of old roof.  
Install J-panel metal roofing system including:  
synthetic felt, 1x4 purline, metal panels, wall flashing,  
End caps, vented ridge cap, drip edge, & foam enclosers.*

**We Propose** hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

*Thirty Six Thousand Five Hundred* dollars (\$ *36,500.00* ).

Payment to be made as follows:

*\$18250.00 @ start & \$18250.00 @ completion*

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized  
Signature *Jim DeReu*

Note: This proposal may be withdrawn by us if not accepted within *90* days.

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

Signature \_\_\_\_\_

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

Signature \_\_\_\_\_



# JNJ Construction

James Ensley 309-883-9658

1218 W. Prospect

Kewanee, Ill 61443

City Of Kewanee  
Water treatment Admin Building  
Kewanee, Ill 61443

**BALANCE DUE**

Upon Receipt

## Notes:

	Quantity	Price Per	Total
Complete tear off of 2 layers of shingles of admin building and tear off of sub building			
Install new synthetic paper			
Install new drip edge			
Install new 30 yr architectural shingles			
Install new vents and roof cap			
Clean up and dispose of all debris			
Total			\$38,000.00
Down payment-			\$19,000.00
Balance upon completion			\$19,000.00

City Of Kewanee  
Water treatment Admin Building  
Kewanee, Ill 61443

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RESOLUTION NO. 5244

APPROVAL OF A RESOLUTION ACCEPTING A PROPOSAL FROM R.A. OLDEEN, INC TO REPLACE THE OFFICE BUILDING ROOF AT THE WASTE WATER TREATMENT PLANT FOR THE LUMP SUM PRICE OF \$34,624.00 AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.

- WHEREAS, The City Council considers it in the best interest of the citizens of the City of Kewanee to properly maintain all city-owned buildings; and,
- WHEREAS, The office building roof at the Waste Water Treatment Plant has exceeded its anticipated lifespan and no longer seals the building; and,
- WHEREAS, Staff sought contractor proposals to replace the roof with both asphalt shingles and metal roofing; and,
- WHEREAS, R.A. Oldeen submitted the lowest responsive and responsible and most cost-efficient proposal to install a new asphalt shingle roof; and,
- WHEREAS, Staff recommends the City of Kewanee accept the proposal from R.A. Oldeen, Inc. for the lump sum amount of \$34,624.00.

NOW THEREFORE BE IT RESOLVED, BY THE COUNCIL OF THE CITY OF KEWANEE THAT:

- Section 1** The proposal from R.A. Oldeen is hereby approved for the lump sum amount of \$34,624.00.
- Section 2** The Mayor, City Clerk, City Manager, and City Engineer are hereby authorized to execute and attest to all necessary agreement documents with R.A. Oldeen, Inc. in the amount of \$34,624.00; provided, however, that said change order documents are in substantially similar form and content to that attached hereto and incorporated herein.
- Section 3** This Resolution shall be in full force and effect immediately upon its passage and approval as provided by law.

Adopted by the Council of the City of Kewanee, Illinois this 10<sup>th</sup> day of August 2020.

ATTEST:

\_\_\_\_\_  
Rabecka Jones, City Clerk

\_\_\_\_\_  
Gary Moore, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Gary Moore				
Council Member Mike Komnick				
Council Member Steve Faber				
Council Member Chris Colomer				
Council Member Michael Yaklich				