



CITY COUNCIL MEETING

520 Jackson Avenue

July 15, 2025 – 6:30 pm

AGENDA

CALL TO ORDER

ROLL CALL

READING AGENDA – ADDITIONS/DELETIONS

AUTHORIZATION TO PARTICIPATE IN MEETING VIA REMOTE ACCESS

CONSENT AGENDA – ITEMS DESIGNATED BY (*)

Illinois local governments may adopt by a single roll call vote ordinances, resolutions, motions and orders. Any Council Member or the Mayor may request that any item proposed not be included in that vote but considered separately.

APPROVAL OF MINUTES:

- 1) ***MINUTES:** Regular and Executive City Council Meetings for July 1, 2025.

AUDITING CLAIMS:

- 2) ***PAYROLL:** Regular Pay Period ending June 28, 2025.
- 3) ***BILLS PAYABLE:** July 18, 2025.
- 4) ***COMPTROLLER'S REPORT:** June 2025.

ACTION ITEMS:

- 5) ***PROCLAMATION:** Recognizing August 3-9, 2025 as National Farmers Market Week.
- 6) ***RESOLUTION:** Authorizing the Release of Closed Session Meeting Minutes.
- 7) ***RESOLUTION:** Authorizing the Destruction of Audio or Video Recordings of Closed Session Meetings.
- 8) ***RESOLUTION:** Authorizing a Temporary Street Closure for "Trip to Mexico" Run & Car show on
- 9) **DECLARATION OF VACANCY IN THE OFFICE OF CITY COUNCIL.**
- 10) **MAYOR'S APPOINTMENT TO FILL COUNCIL VACANCY.**
- 11) **AFFIRMATION OF APPOINTMENT WITH ADVICE AND CONSENT OF COUNCIL.**
- 12) **ADMINISTRATION OF OATH OF OFFICE.**
- 13) **RESOLUTION: BID AWARD:** Awarding Contract for Construction & Installation of Two (2) Charleston Entrance Signs.
- 14) **RESOLUTION:** Accepting Request for Qualifications (RFQ) for Architectural / Engineering Services relating to construction of new Pickleball Facility at Linder Sports Complex.
- 15) **RESOLUTION:** Authorizing Financing with Prairie State Bank & Trust for Fire Truck purchase.
- 16) **RESOLUTION:** Authorizing a Special Scavenger License: Get It Gone, LLC.
- 17) **RESOLUTION:** Authorizing Execution of an Agreement with the International Union of Operating Engineers (IUOE), Local 841.
- 18) **ORDINANCE:** Granting Petition of City of Charleston for Text Amendment to the Unified Development Code (UDC) with regard to Short Term Rentals.
- 19) **ORDINANCE:** Authorizing Acquisition of Real Estate 0.311 Acre.

PUBLIC PRESENTATIONS, PETITIONS & COMMUNICATIONS:

This portion of the City Council meeting is reserved for anyone wishing to address Council. The Illinois Open Meetings Act (5 ILCS 120/1) mandates NO action shall be taken on matters not listed on this agenda, but Council may direct staff to address the topic or refer the matter for action on a subsequent agenda. Please provide City Clerk with name & address; speak into microphone; limit presentation to 3 minutes; and avoid repetitious comments. Thank you.

EXECUTIVE SESSION:

ADJOURNMENT

City Council Regular Meeting

1)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

***MINUTES:** Regular and Executive City Council Meetings for July 1, 2025.

STAFF RECOMMENDATION:

Approve.

Attachments

CC Minutes: 07/01/2025.

City of Charleston
Regular City Council Meeting
MINUTES

July 1, 2025

State of Illinois
County of Coles
City of Charleston } **ss.**

Prior to the regular session of the Charleston City Council, Jim Arndt, Arndt Municipal Support, Inc. presented his first Final Recap or Retreat Planning Report 2025-2026 of the City’s Planning Retreat which took place December 11 & 12, 2024.

Present at the 5:00 p.m. presentation which commenced at 5:31 p.m. were the following: Council Members Jeff Lahr, Tim Newell, and Mayor Brandon Combs; City Staff Members: Steve Pamperin, City Manager; Rachael Cunningham, City Attorney; Deborah Muller, City Clerk; Mike White, Comptroller; Tim Zimmer, Interim Public Works Director; Scott Cole Assistant Public Works Superintendent; Steve Bennett, Deputy City Manager; Heath Thornton, Police Chief; Tim Meister, Fire Chief; Carrie Gerdes, HR Director; Mark Harris Joint IT Director; Tabatha Ferguson, Deputy Clerk; and Chris Houchens, Library Director.

City Manager Pamperin introduced Jim Arndt, who had facilitated, along with long time Strategic Management Consultant Brad Townsend, the 2024 City Retreat. Arndt opened by quoting John C. Maxwell—“Everything rises and falls on leadership.”

Arndt noted that some priorities might be present, disappear, and then reappear. These instances occurred for various reasons. It might be an instance where specific funding was eliminated, but became available from a different source later on. There were many reasons why a given priority might end up taking a different direction.

The progress status of the master priority was presented in four (4) phases:

1. C—Complete;
2. P—Partially Complete;
3. S—Started;
4. N—No action taken.

Master Priorities 2011—2012 Status Update

22 priorities identified to complete.

Progress report:

- Complete—14 (64%)
- Partially Complete—4 (18%)
- Started—1 (5%)
- No action taken—3 (14%)

Master Priorities 2012—2013 Status Update

21 priorities identified to complete.

Progress report:

- Complete—13 (62%)
- Partially Complete—4 (19%)
- Started—0 (0%)
- No action taken—4 (19%)

Master Priorities 2013—2014 Status Update

17 priorities identified to complete.

Progress report:

- Complete—10 (59%)
- Partially Complete—2 (12%)
- Started—3 (18%)
- No action taken—2 (12%)

Master Priorities 2014—2015 Status Update

18 priorities identified to complete.

Progress report:

- Complete—10 (56%)
- Partially Complete—4 (22%)
- Started—4 (22%)
- No action taken—0 (0%)

Master Priorities 2015—2016 Status Update

17 priorities identified to complete.

Progress report:

- Complete—9 (53%)
- Partially Complete—6 (35%)
- Started—0 (0%)
- No action taken—2 (12%)

Master Priorities 2016—2017 Status Update

25 priorities identified to complete.

Progress report:

- Complete—18 (72%)
- Partially Complete—6 (24%)
- Started—1 (4%)
- No action taken—0 (0%)

Master Priorities 2017—2018 Status Update

23 priorities identified to complete.

Progress report:

- Complete—16 (70%)
- Partially Complete—5 (22%)
- Started—0 (0%)
- No action taken—2 (9%)

Master Priorities 2018—2019 Status Update

17 priorities identified to complete.

Progress report:

- Complete—11 (65%)
- Partially Complete—5 (29%)
- Started—0 (0%)
- No action taken—1 (6%)

Master Priorities 2019—2020 Status Update

23 priorities identified to complete.

Progress report:

- Complete—14 (61%)
- Partially Complete—6 (26%)
- Started—1 (4%)
- No action taken—2 (9%)
-

Master Priorities 2020—2021 Status Update

26 priorities identified to complete.

Progress report:

- Complete—15 (57%)
- Partially Complete—6 (23%)
- Started—1 (4%)
- No action taken—4 (15%)

2021—2022 AND 2022—2023: COVID YEARS.

Master Priorities 2023—2024 Status Update

25 priorities identified to complete.

Progress report:

- Complete—12 (48%)
- Partially Complete—8 (32%)
- Started—3 (12%)
- No action taken—2 (8%)

Master Priorities 2024—2025 Status Update

23 priorities identified to complete.

Progress report:

- Complete—10 (42%)
- Partially Complete—7 (29%)
- Started—4 (17%)
- No action taken—2 (8%)

Cumulative Master Priorities 2011—2025 Status Update

257 priorities identified to complete.

Progress report:

Average number of annual priorities: 21 per year

- Complete—152 (59%)
- Partially Complete—63 (25%)
- Started—18 (7%)
- No action taken—24 (9%)

Arndt noted that the City had completed or was in the process of completing most of the identified master priorities from previous planning years. He attributed this to the City's leadership and commitment to the process.

Statistically, 84% of the City’s identified planning initiatives either had been completed or were in the process of being completed. This was an amazing accomplishment. He noted that the City might want to consider priority items that had not been acted upon and determine whether the City’s priorities had changed. If they had not changed, then the priorities needed to be addressed. However, if the priorities had changed, these priorities should be removed from the master priorities list.

Priorities for 2025-2026 were listed along with Descriptions and Timelines on Pages 14 through 17 in the Retreat planning Report 2025-2026 that he provided.

Arndt congratulated City Administrators on their leadership and the City as a whole on its many accomplishments.

The presentation came to an end at 6:04 p.m. o’clock; equipment was dismantled and Council eventually took their places on the dais prior to the Regular City Council Meeting at 6:30 p.m.



State of Illinois
County of Coles
City of Charleston } ss.

The Council of the City of Charleston, Coles County, Illinois, met for the regular session at 6:30 p.m. on Tuesday, July 1, 2025, at 520 Jackson Avenue, Charleston, Illinois, with Mayor Brandon Combs presiding. Mayor Combs called the meeting to order at 6:30 p.m. In addition to Mayor Combs; Council Members Jeff Lahr, Dennis Malak, and Tim Newell were physically present. Other City Officers physically present were: City Manager Steve Pamperin; City Attorney Rachael Cunningham; Deputy City Manager Steve Bennett; City Clerk Deborah Muller; Comptroller Mike White; Police Chief Heath Thornton; Fire Chief Tim Meister; Human Resources Director Carrie Gerdes; Community Development Director Abby Youngblood; and Parks & Recreation Director Diane Ratliff.

Mayor Combs welcomed everyone and then led the audience in the Pledge of Allegiance.

Mayor Combs then gave the floor to City Clerk Muller to administer the Oath of Office to newly appointed Deputy Clerk Jackie Freezeland.

Mayor Combs then introduced and thoroughly reviewed the **CONSENT AGENDA**, which consisted of the following items:

1) MINUTES—Regular City Council Meeting held June 17, 2025; **2) PAYROLL**—Regular Pay Period ending June 14, 2025; **3) BILLS PAYABLE**—July 3, 2025; **4) RAFFLE LICENSE**—Coles County Agricultural Fair Association on July 27, 2025, at the Coles County Fair to raise funds for the annual Coles County Fair queen Pageant; **5) RESOLUTION**—Street Closure for

Red, White & Blue Days for Food Trucks on 2nd Street; and **6) RESOLUTION**—Street Closure for Lake Charleston Loop for Butterfly Festival 2025 on August 2, 2025.

A motion was made by Council Member Malak and seconded by Council Member Lahr that the Consent Agenda be approved as presented.

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

With regard to Item #7, Mayor Combs explained that this Resolution would authorize the financing of a 2025 International HV507 Dump Truck for the Public Works Department. The purchase, not to exceed \$200,000, would be made through a loan from Prairie State Bank & Trust for a period of three (3) years at an interest rate of 3.65% annually. Payments would be made monthly from the City's General Fund.

ITEM 7: RESOLUTION: A motion was made by Council Member Lahr and seconded by Council Member Newell that the Resolution authorizing the financing of a Dump Truck for the Public Works Department with Prairie State Bank & Trust, be approved.

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

With regard to Item #8, Mayor Combs explained that the City of Charleston was awarded an \$111,000 grant in 2023 through the Illinois Housing Development Authority's (IHDA) Strong Communities Program for demolition of abandoned properties. Since that time, the designated individuals who were authorized signatories for the program are no longer holding the same positions. In order to avoid this situation, this Resolution references the signatories by title/position rather than specific names.

ITEM 8: RESOLUTION: A motion was made by Council Member Newell and seconded by Council Member Lahr that the Resolution authorizing an Amendment under the Illinois Housing Development Authority's Strong Communities Program: Round 2, be approved.

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

With regard to Item #9, Mayor Combs explained that a bid opening for auxiliary field earthwork construction at Linder Sports Complex was held on June 27, 2025. This Resolution would award the bid to the low bidder for the project, Drake Excavating and Construction of Charleston, Illinois, with a bid price of \$54,371.50.

ITEM 9: RESOLUTION: A **motion** was made by Council Member Malak and seconded by Council Member Lahr that the Resolution awarding the bid for the Linder Sports Complex Auxiliary Field Earthwork Project to the low bidder, Drake Excavating & Construction in the amount of \$54,371.50, be approved.

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

With regard to Item #10, Mayor Combs explained that with the sale of 2103 12th Street by E.I.U. and the rezoning from GOVT to R-3U, Public Works required certain improvements, specifically the complete replacement of the degraded asphalt surface prior to acceptance of public improvements by the City. E.I.U. contracted with NeCo for the removal of pavement to the rock base and application of new asphalt that would be suitable for the intended traffic. Public Works staff inspected the recently completed work and reviewed independent testing results, which met IDOT requirements. So, the City is now in the position to accept maintenance responsibility for the public improvements.

ITEM 10: ORDINANCE: A **motion** was made by Council Member Lahr and seconded by Council Member Newell that the Ordinance accepting Public Improvements on 12th Street, be approved.

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

With regard to Item #11, Mayor Combs explained that this Ordinance would establish regulations for short-term rentals within the City of Charleston. Short-term rental operators would be required to obtain a Conditional Use Permit from the Board of Zoning Appeals and Planning (BZAP) when located in a residential or commercial zoning district. Short-term rentals would be permitted in the Agricultural or Residential estate zoning districts. This would help provide oversight of short-term rentals, preserve the character of residential neighborhoods, allow for public input through hearings, and ensure collection of hotel and motel taxes.

The ordinance also included requirements for annual registration, inspections by the Building Code Official and / or Fire Department, and compliance with the City's hotel and motel tax regulations. This ordinance would be placed on file for public inspection with the City Clerk for a 2-week layover period to allow for input from the public.

ITEM 11: RESOLUTION: A **motion** was made by Council Member Newell and seconded by Council Member Lahr that **the** Ordinance granting the petition of the City of Charleston for text Amendments to the Unified Development Code (UDC) with respect to Short Term Rentals, be placed on file with the City Clerk for public inspection.

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

ITEM 12: ANNOUNCEMENT: A motion was made by Council Member Malak and seconded by Council Member Lahr that the Mayor’s reappointment of Andrea Chiritescu to a 3-Year Term on the Charleston Carnegie Public Library Board of Trustees, be approved.

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

ITEM 13: ORDINANCE: A motion was made by Council Member Lahr and seconded by Council Member Newell that the Mayor’s reappointment of Richard Wandling to a 3-Year Term on the Charleston Tree Commission, be approved.

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

The Mayor said that this concluded the Agenda items.

The Mayor then opened the floor to any public comments, communications and presentations. He asked that those doing so come up to the podium and give the Clerk their name and address for the record. He noted that this was solely for the benefit of the Clerk, and was not required. He asked that they limit their comments to 3 minutes and avoid repetition.

No one spoke.

Mayor Combs asked Attorney Cunningham if she had any comments; she did not.

Mayor Combs asked Deputy City Manager Steve Bennett if he had any comments; he did not.

Mayor Combs asked City Manager Pamperin if he had any comments.

City Manager Pamperin congratulated Deputy Clerk Freezeland on joining the City.

Mayor Combs asked if there were any more comments from Council; there were not.

Mayor Combs echoed City Manager Pamperin’s sentiments. With regard to the upcoming 4th of July festivities, the Mayor urged everyone to get out and enjoy the festivities and to be safe.

The Mayor then said he would entertain a motion to recess to go into Executive Session.

A written motion was made by Council Member Malak and seconded by Council Member Lahr to go into Executive Session to review Minutes of all Closed Session meetings pursuant to 5 ILCS 120/2 (c)(21), and to discuss the purchase or lease of real property for the use of the public body pursuant to 5 ILCS 120/2 (c)(5).

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

Recess: 6:46 p.m.



Mayor Combs reconvened the regular session of City Council at 7:23 p.m.

Present were Council Members Lahr, Newell, and Mayor Combs. Also present were City Manager Pamperin, City Attorney Rachael Cunningham, Deputy City Manager Bennett, and City Clerk Muller.

The Mayor then said that he would entertain a motion to adjourn.

A motion was made by Council Member Newell and seconded by Council Member Lahr to adjourn.

Mayor Combs directed the City Clerk to call the roll and the following voted Yea: Council Members Lahr, Malak, Newell, and Mayor Combs. Mayor Combs declared the motion carried by a vote of 4 Yeas, Nays—0.

Adjournment: 7:23 p.m.

Minutes approved this 15th Day of July 2025.

Brandon Combs, Mayor

ATTEST:

Deborah Muller, City Clerk

City Council Regular Meeting

2)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

***PAYROLL:** Regular Pay Period ending June 28, 2025.

STAFF RECOMMENDATION:

Approve.

Attachments

Payroll: 06/28/2025.

Pay Period Ending:

06/28/25

1 GENERAL FUND

A.	General Administration	41,099.54
B.	Building and Development	11,282.25
C.	Tourism	1,934.16
D.	Parks & Maintenance	19,100.17
E.	Police	114,452.91
F.	Fire	107,862.95
G.	Street	18,064.55
H.	City Garage	2,077.79
I.	Contingencies	-

TOTAL GENERAL FUND: \$ 315,874.32

2 PLAYGROUND & RECREATION 46,812.11

3 LIBRARY 10,387.91

4 WATER AND SEWER FUND

A.	General Admin	4,116.83
B.	Water Billing Department	9,636.41
C.	Utility Department	18,459.01
D.	Water Treatment Plant	19,050.00
E.	Waste Water Treatment Plant	9,196.36
F.	City Garage	5,214.81

TOTAL WATER AND SEWER FUND: \$ 65,673.42

5 MOTOR FUEL TAX 1,758.13

6 EMPLOYEE BENEFITS 3,265.10

TOTAL GROSS PAYROLL \$ 443,770.98

City Council Regular Meeting

3)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

***BILLS PAYABLE:** July 18, 2025.

STAFF RECOMMENDATION:

Approve.

Attachments

Bills Payable: 07/18/2025.



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1033 - ACE HARDWARE 651 - NIEMANN FOODS, INC.									
488818/6	Keypad entry lock - MAINT	Open		04/30/2025	07/18/2025	04/30/2025			149.99
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Park maintenance materials - Keypad entry lock - MAINT		1.0000	EA	149.9900	149.99			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)							149.99	
			Invoice Items		1				
493563/6	Fasteners - MAINT	Open		06/25/2025	07/18/2025	06/25/2025			11.80
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Park maintenance materials - Fasteners - MAINT		1.0000	EA	11.8000	11.80			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)							11.80	
			Invoice Items		1				
493581/6	Silicone - MAINT	Open		06/25/2025	07/18/2025	06/25/2025			26.58
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Park maintenance materials - Silicone - MAINT		1.0000	EA	26.5800	26.58			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)							26.58	
			Invoice Items		1				
493589/65	Quick krete - MAINT	Open		06/25/2025	07/18/2025	06/25/2025			7.99
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Park maintenance materials - Quick krete - MAINT		1.0000	EA	7.9900	7.99			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)							7.99	
			Invoice Items		1				
493660/65	Plastic shutoff hose - UTILITY	Open		06/26/2025	07/18/2025	06/26/2025			6.59
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Other building materials - Plastic shutoff hose - UTILITY		1.0000	EA	6.5900	6.59			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4610-2699 (Water and Sewer Fund-Utility Department-Other building materials)							6.59	
			Invoice Items		1				



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
493309/6	WW Misc. Supplies	Open		06/30/2025	07/18/2025	06/30/2025			37.99
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Other repair & maintenance - WW Misc. Supplies		1.0000	EA	37.9900	37.99			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-2310 (Water and Sewer Fund-Waste Water Treatment Plant-Other maintenance supplies)				0000 (0000 - Misc. Equip.)			37.99	
	Invoice Items			1					
493975/65	Fasteners - MAINT	Open		07/03/2025	07/18/2025	07/03/2025			8.34
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Park maintenance materials - Fasteners - MAINT		1.0000	EA	8.3400	8.34			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)							8.34	
	Invoice Items			1					
493980/65	Safety equipment and O rings - WTP	Open		07/03/2025	07/18/2025	07/03/2025			67.55
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Safety gear & clothing - Safety equipment and O rings - WTP		1.0000	EA	67.5500	67.55			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4611-2704 (Water and Sewer Fund-Water Treatment Plant-Safety gear & clothing)							67.55	
	Invoice Items			1					
Vendor 1033 - ACE HARDWARE 651 - NIEMANN FOODS, INC. Totals						Invoices	8		\$316.83
Vendor 2331 - AMAZON CAPITAL SERVICES, INC									
1XFT-HGJR-G77K	Monitor stand - IS	Open		04/11/2025	07/18/2025	04/11/2025			37.99
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Office furniture and equipment - Monitor stand - IS		1.0000	EA	37.9900	37.99			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4060-4499 (General Fund-Information Services-Office furniture & equipment)				0000 (0000 - Misc. Equip.)			37.99	
	Invoice Items			1					
1GN3-NKG9-7VVP	Network tracer - IS	Open		07/02/2025	07/18/2025	07/02/2025			199.59
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Minor office equipment - Network tracer - IS		1.0000	EA	199.5900	199.59			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
1GN3-NKG9-7VVP	Network tracer - IS	Open		07/02/2025	07/18/2025	07/02/2025			199.59
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	11-4060-2804 (General Fund-Information Services-Minor office equipment)							199.59	
	Invoice Items			1					
Vendor 3248 - AMEREN ILLINOIS					Vendor 2331 - AMAZON CAPITAL SERVICES, INC Totals		Invoices	2	\$237.58
2735007618 05/25	1200 W Madison Ave, Lift Station WWTP	Open		05/30/2025	07/18/2025	05/30/2025			89.41
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Electricity & gas - 1200 W Madison Ave, Lift Station WWTP		1.0000	EA	89.4100	89.41			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)							89.41	
	Invoice Items			1					
5885104004 05/25	1231 W Madison Ave, Police Department	Open		05/30/2025	07/18/2025	05/30/2025			56.28
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Electricity & gas - 1231 W Madison Ave, Police Department		1.0000	EA	56.2800	56.28			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4210-3403 (General Fund-Police Department-Electricity & gas)							56.28	
	Invoice Items			1					
7935007913 05/25	2000 Whitetail Dr, Lift Station WWTP	Open		05/30/2025	07/18/2025	05/30/2025			47.35
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Electricity & gas - 2000 Whitetail Dr, Lift Station WWTP		1.0000	EA	47.3500	47.35			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)							47.35	
	Invoice Items			1					



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
3903145008 06/25	Eighth & Olive Electricity	Open		06/18/2025	07/18/2025	06/18/2025			38.62
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Street lights electricity - Eighth & Olive Electricity		1.0000	EA	38.6200	38.62			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	25-4312-3405 (Motor Fuel Tax Fund-Motor Fuel Tax Department-Street lights electricity)							38.62	
				Invoice Items	1				
7335001912 06/25	411 7th Downtown Decorative Lights	Open		06/18/2025	07/18/2025	06/18/2025			43.91
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Electric & Gas service - 411 7th Downtown Decorative Lights		1.0000	EA	43.9100	43.91			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	25-4312-3405 (Motor Fuel Tax Fund-Motor Fuel Tax Department-Street lights electricity)							43.91	
				Invoice Items	1				
2735007618 06/25	1200 W Madison Ave, Lift Station WWTP	Open		06/23/2025	07/18/2025	06/23/2025			79.06
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Electricity & gas - 1200 W Madison Ave, Lift Station WWTP		1.0000	EA	79.0600	79.06			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)							79.06	
				Invoice Items	1				
5885104004 06/25	1231 W Madison Ave, Police Department	Open		06/23/2025	07/18/2025	06/23/2025			153.80
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Electricity & gas - 1231 W Madison Ave, Police Department		1.0000	EA	153.8000	153.80			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4210-3403 (General Fund-Police Department-Electricity & gas)							153.80	
				Invoice Items	1				
6935007816 06/25	1911 Douglas St- new water tower/FD/WWTP	Open		06/23/2025	07/18/2025	06/23/2025			217.62
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Electricity & gas - 1911 Douglas St- new water tower/FD/WWTP		1.0000	EA	217.6200	217.62			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4221-3403 (General Fund-Fire Department-Electricity & gas)							67.56	



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
6935007816 06/25	1911 Douglas St- new water tower/FD/WWTP	Open		06/23/2025	07/18/2025	06/23/2025			217.62
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)								150.06
				Invoice Items		1			
7935007913 06/25	2000 Whitetail Dr, Lift Station WWTP	Open		06/23/2025	07/18/2025	06/23/2025			50.77
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Electricity & gas - 2000 Whitetail Dr, Lift Station WWTP			1.0000	EA	50.7700	50.77		
	<i>G/L Account</i>					<i>Project</i>			<i>Amount</i>
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)								50.77
				Invoice Items		1			
4135008413 06/25	2600 McKinley Ave/WTP	Open		06/24/2025	07/18/2025	06/24/2025			10,038.66
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Electricity & gas - 2600 McKinley Ave/WTP			1.0000	EA	10,038.6600	10,038.66		
	<i>G/L Account</i>					<i>Project</i>			<i>Amount</i>
	61-4611-3403 (Water and Sewer Fund-Water Treatment Plant-Electricity & gas)								10,038.66
				Invoice Items		1			
7035008813 06/25	2230 Lakewood Dr, Lift Station WWTP	Open		06/24/2025	07/18/2025	06/24/2025			42.32
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Electricity & gas - 2230 Lakewood Dr, Lift Station WWTP			1.0000	EA	42.3200	42.32		
	<i>G/L Account</i>					<i>Project</i>			<i>Amount</i>
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)								42.32
				Invoice Items		1			
9035008018 06/25	2220 Oakwood Dr, Lift Station	Open		06/24/2025	07/18/2025	06/24/2025			43.66
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Electricity & gas - 2220 Oakwood Dr, Lift Station			1.0000	EA	43.6600	43.66		
	<i>G/L Account</i>					<i>Project</i>			<i>Amount</i>
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)								43.66
				Invoice Items		1			



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
0135008113 06/25	2450 W Stoner Dr, Lift Station WWTP	Open		06/25/2025	07/18/2025	06/25/2025			99.47
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Electricity & gas - 2450 W Stoner Dr, Lift Station WWTP			1.0000	EA	99.4700	99.47		
	<i>G/L Account</i>					<i>Project</i>		<i>Amount</i>	
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)							99.47	
				Invoice Items		1			
2638027923 06/25	2801 McKinley Ave- House/WTP	Open		06/25/2025	07/18/2025	06/25/2025			48.66
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Electricity & gas - 2801 McKinley Ave- House/WTP			1.0000	EA	48.6600	48.66		
	<i>G/L Account</i>					<i>Project</i>		<i>Amount</i>	
	61-4611-3403 (Water and Sewer Fund-Water Treatment Plant-Electricity & gas)							48.66	
				Invoice Items		1			
8535008410 06/25	900 Smith Dr - Pool	Open		06/25/2025	07/18/2025	06/25/2025			3,410.56
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Electricity & gas - 900 Smith Dr - Pool			1.0000	EA	3,410.5600	3,410.56		
	<i>G/L Account</i>					<i>Project</i>		<i>Amount</i>	
	22-4520-3403 (Playground & Recreation Fund-Pool-Electricity & gas)					PK 1020 (ROTARY COMMUNITY AQUATIC CENTER - POOL)		3,410.56	
				Invoice Items		1			
8635007213 06/25	1220 W Madison Ave, Bldg 2 Elect	Open		06/25/2025	07/18/2025	06/25/2025			2,093.98
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Electricity & gas - 1220 W Madison Ave, Bldg 2 Elect			1.0000	EA	2,093.9800	2,093.98		
	<i>G/L Account</i>					<i>Project</i>		<i>Amount</i>	
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)							2,093.98	
				Invoice Items		1			
9335008717 06/25	918 17th St - MAINT	Open		06/25/2025	07/18/2025	06/25/2025			12.55
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Electricity & gas - 918 17th St - MAINT			1.0000	EA	12.5500	12.55		
	<i>G/L Account</i>					<i>Project</i>		<i>Amount</i>	
	11-4194-3403 (General Fund-Parks & Maintenance Department-Electricity & gas)					PK 1017 (DOG TRAINING FACILITY)		12.55	
				Invoice Items		1			



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
9635007310 06/25	1200 W Madison Ave, Disposal Plant	Open		06/25/2025	07/18/2025	06/25/2025			6,091.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Electricity & gas - 1200 W Madison Ave, Disposal Plant		1.0000	EA	6,091.0000	6,091.00			
	G/L Account				Project			Amount	
	61-4621-3403 (Water and Sewer Fund-Waste Water Treatment Plant-Electricity & gas)							6,091.00	
	Invoice Items			1					
0905007511 06/25	1510 A St Fire Station 2	Open		06/30/2025	07/18/2025	06/30/2025			146.86
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Electricity & gas - 1510 A St Fire Station 2		1.0000	EA	146.8600	146.86			
	G/L Account				Project			Amount	
	11-4221-3403 (General Fund-Fire Department-Electricity & gas)							146.86	
	Invoice Items			1					
1379050015 06/25	126 E St - Museum/MAINT	Open		06/30/2025	07/18/2025	06/30/2025			76.28
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Electricity & gas - 126 E St - Museum/MAINT		1.0000	EA	76.2800	76.28			
	G/L Account				Project			Amount	
	11-4194-3403 (General Fund-Parks & Maintenance Department-Electricity & gas)				PK 1019 (LDD MUSEUM)			76.28	
	Invoice Items			1					
2448029097 06/25	MFT Traffic Signal Lights	Open		06/30/2025	07/18/2025	06/30/2025			760.06
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Street lights electricity - MFT Traffic Signal Lights		1.0000	EA	760.0600	760.06			
	G/L Account				Project			Amount	
	25-4312-2305 (Motor Fuel Tax Fund-Motor Fuel Tax Department-Traffic signal maintenance)				MFT TRAFFIC SIGN (MFT - Traffic Signal Maintenance - 2305)			182.62	
	25-4312-3405 (Motor Fuel Tax Fund-Motor Fuel Tax Department-Street lights electricity)				MFT LIGHTS (MFT street lighting)			577.44	
	Invoice Items			1					
Vendor 3248 - AMEREN ILLINOIS Totals						Invoices	21		\$23,640.88
Vendor 3539 - ANDERSON'S OUTDOOR SPORTS AND TURF 6402	Mound Clay for ballfields	Open		06/29/2025	07/18/2025	06/29/2025			940.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Other supplies - Mound Clay for ballfields		1.0000	EA	940.0000	940.00			
	G/L Account				Project			Amount	
	22-4510-2119 (Playground & Recreation Fund-Recreation Programs-Other supplies)				REC 1002 1480 (Girls Softball)			340.00	



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
6402	Mound Clay for ballfields	Open		06/29/2025	07/18/2025	06/29/2025			940.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	22-4510-2119 (Playground & Recreation Fund-Recreation Programs- Other supplies)			REC 1002	1020 (Boys Baseball)			600.00	
			Invoice Items	1					
Vendor 3539 - ANDERSON'S OUTDOOR SPORTS AND TURF Totals									
						Invoices	1		\$940.00
Vendor 4623 - ARNDT MUNICIPAL SERVICES INC									
421	PW Director Search and 2024 Retreat - ADMIN	Open		06/27/2025	07/18/2025	06/27/2025			4,475.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Other contractual services - PW Director Search and 2024 Retreat - ADMIN		1.0000	EA	4,475.0000	4,475.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4001-3999 (General Fund-Administration & Boards- Manager-Other contractual services)							4,475.00	
			Invoice Items	1					
Vendor 4623 - ARNDT MUNICIPAL SERVICES INC Totals									
						Invoices	1		\$4,475.00
Vendor 3679 - BADGER METER, INC.									
80203468	June 2025 Meter Services - Water Dept	Open		06/30/2025	07/18/2025	06/30/2025			1,872.75
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Data Processing Service - June 2025 Meter Services - Water Dept		1.0000	EA	1,872.7500	1,872.75			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4630-3101 (Water and Sewer Fund-Water Department-Data processing services)							1,872.75	
			Invoice Items	1					
Vendor 3679 - BADGER METER, INC. Totals									
						Invoices	1		\$1,872.75
Vendor 4827 - BANNER FIRE EQUIPMENT INC									
01P44529	Vehicle parts - FD	Open		06/19/2025	07/18/2025	06/19/2025			62.08
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Vehicle parts - FD		1.0000	EA	62.0800	62.08			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4221-2401 (General Fund-Fire Department-Vehicle parts & supplies)				5258 (2023 Ford F150 5258 Unit #301)			62.08	
			Invoice Items	1					
Vendor 4827 - BANNER FIRE EQUIPMENT INC Totals									
						Invoices	1		\$62.08
Vendor 1075 - BATTERY SPECIALISTS									



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Invoice Number	Invoice Description	Status	Held Reason		Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
329529	WW Misc. Supplies	Open			06/30/2025	07/18/2025	06/30/2025			26.95	
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>			
	Other repair & maintenance - WW Misc. Supplies		1.0000	EA	26.9500	26.95					
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>			
	61-4621-2310 (Water and Sewer Fund-Waste Water Treatment Plant-Other maintenance supplies)				0000 (0000 - Misc. Equip.)			26.95			
	Invoice Items			1							
329580	Battery for golf cart - MAINT	Open			07/03/2025	07/18/2025	07/03/2025			907.70	
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>			
	Vehicle parts & supplies / MAINT - Battery for golf cart - MAINT		1.0000	EA	907.7000	907.70					
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>			
	11-4194-2401 (General Fund-Parks & Maintenance Department-Vehicle parts & supplies)				0000 (0000 - Misc. Equip.)			907.70			
	Invoice Items			1							
Vendor			1075 - BATTERY SPECIALISTS Totals			Invoices			2	\$934.65	
Vendor 4847 - BETTER AIR QUALITY LLC											
23251	Traffic signal cabinet filters - MFT	Open			06/17/2025	07/18/2025	06/17/2025			179.21	
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>			
	Sign maintenance materials - Traffic signal cabinet filters - MFT		1.0000	EA	179.2100	179.21					
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>			
	25-4312-2514 (Motor Fuel Tax Fund-Motor Fuel Tax Department-Sign maintenance materials)				PW 25 16 (MFT Commodities)			179.21			
	Invoice Items			1							
Vendor			4847 - BETTER AIR QUALITY LLC Totals			Invoices			1	\$179.21	
Vendor 1089 - BIRKEY'S											
W39278	Repairs - MAINT	Open			06/23/2025	07/18/2025	06/23/2025			416.68	
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>			
	Vehicle parts & supplies / MAINT - Repairs - MAINT		1.0000	EA	416.6800	416.68					
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>			
	11-4194-2401 (General Fund-Parks & Maintenance Department-Vehicle parts & supplies)				4771 (2020 Hustler Mower)			416.68			
	Invoice Items			1							



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07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
P63392	Boom mower hydraulic fittings and hose repair - STREET	Open		06/27/2025	07/18/2025	06/27/2025			157.22
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of operating equipment - Boom mower hydraulic fittings and hose repair - STREET		1.0000	EA	157.2200	157.22			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-3508 (General Fund-Street Department-Repair of operating equipment)				7518 (2019 John Deere)			157.22	
	Invoice Items			1					
P63478	Filter and oil - MAINT	Open		07/01/2025	07/18/2025	07/01/2025			113.04
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts & supplies / MAINT - Filter and oil - MAINT		1.0000	EA	113.0400	113.04			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2401 (General Fund-Parks & Maintenance Department-Vehicle parts & supplies)				6453 (2022 Lazer X Zero Turn Mower)			113.04	
	Invoice Items			1					
Vendor 1089 - BIRKEY'S Totals						Invoices	3		\$686.94
Vendor 4474 - BLUE CROSS BLUE SHIELD OF IL - HEALTH									
June 2025	June 2025 (2024 Insurance Claims & Cost) / EBHR	Open		06/30/2025	07/18/2025	06/30/2025			63,825.22
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Insurance claims and administration expense - June 2025 (2024 Insurance Claims & Cost) / EBHR		1.0000	EA	63,825.2200	63,825.22			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	40-4950-1202 (Health Self-Insurance Fund-Insurance Expenses-Insurance claims expense)							58,705.17	
	40-4950-3098 (Health Self-Insurance Fund-Insurance Expenses-Insurance administration expense)							5,120.05	
	Invoice Items			1					
Vendor 4474 - BLUE CROSS BLUE SHIELD OF IL - HEALTH Totals						Invoices	1		\$63,825.22
Vendor 2908 - BOUND TREE MEDICAL, LLC									
85815064	First aid supplies - FD	Open		06/19/2025	07/18/2025	06/19/2025			1,705.80
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	First Aid Supplies - First aid supplies - FD		1.0000	EA	1,705.8000	1,705.80			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4221-2106 (General Fund-Fire Department-First aid supplies)							1,705.80	
	Invoice Items			1					
Vendor 2908 - BOUND TREE MEDICAL, LLC Totals						Invoices	1		\$1,705.80
Vendor 4183 - BUSHUE BACKGROUND SCREENING									



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07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
20250630	New Hire Background / EBHR	Open		06/30/2025	07/18/2025	06/30/2025			107.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Background screening for new hires - New Hire Background / EBHR		1.0000	EA	107.0000	107.00			
	G/L Account				Project			Amount	
	11-4700-3999 (General Fund-Human Resources-Other contractual services)							107.00	
	Invoice Items				1				
MIS-20250630	Background checks - REC	Open		06/30/2025	07/18/2025	06/30/2025			369.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Other contractual services - Background checks - REC		1.0000	EA	369.0000	369.00			
	G/L Account				Project			Amount	
	22-4510-3999 (Playground & Recreation Fund-Recreation Programs-Other contractual services)				REC 1002 1900 (JFL)			8.00	
	22-4510-3999 (Playground & Recreation Fund-Recreation Programs-Other contractual services)				REC 1004 3120 (Day Camp)			60.00	
	22-4510-3111 (Playground & Recreation Fund-Recreation Programs-Other administrative services)							30.00	
	22-4520-3999 (Playground & Recreation Fund-Pool-Other contractual services)				REC 2021 7740 (Swim Club)			30.00	
	22-4520-3999 (Playground & Recreation Fund-Pool-Other contractual services)							241.00	
	Invoice Items				1				
Vendor 4183 - BUSHUE BACKGROUND SCREENING Totals						Invoices	2		\$476.00
Vendor 4832 - CC MOWING									
1023	Mowing - MAINT	Open		06/30/2025	07/18/2025	06/30/2025			1,554.28
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Other contractual services - Mowing - MAINT		1.0000	EA	1,554.2800	1,554.28			
	G/L Account				Project			Amount	
	11-4194-3999 (General Fund-Parks & Maintenance Department-Other contractual services)							1,554.28	
	Invoice Items				1				
1026	Mowing - MAINT	Open		07/07/2025	07/18/2025	07/07/2025			1,812.99
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Other contractual services - Mowing - MAINT		1.0000	EA	1,812.9900	1,812.99			
	G/L Account				Project			Amount	
	11-4194-3999 (General Fund-Parks & Maintenance Department-Other contractual services)							1,812.99	
	Invoice Items				1				
Vendor 4832 - CC MOWING Totals						Invoices	2		\$3,367.27



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Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4477 - CINTAS									
4235238975	Uniforms - STREET	Open		06/30/2025	07/18/2025	06/30/2025			76.91
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / STREET - Uniforms - STREET		1.0000	EA	76.9100	76.91			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-2701 (General Fund-Street Department-Uniforms)							76.91	
	Invoice Items				1				
4235239027	Uniforms - MAINT	Open		06/30/2025	07/18/2025	06/30/2025			24.19
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / MAINT - Uniforms - MAINT		1.0000	EA	24.1900	24.19			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2701 (General Fund-Parks & Maintenance Department-Uniforms)							24.19	
	Invoice Items				1				
4235239118	WW Uniforms	Open		06/30/2025	07/18/2025	06/30/2025			22.66
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / WWTP - WW Uniforms		1.0000	EA	22.6600	22.66			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-2701 (Water and Sewer Fund-Waste Water Treatment Plant-Uniforms)							22.66	
	Invoice Items				1				
4235239155	Black mats and uniforms - UTILITY	Open		06/30/2025	07/18/2025	06/30/2025			233.16
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / UTILITY - Black mats and uniforms - UTILITY		1.0000	EA	233.1600	233.16			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4610-2701 (Water and Sewer Fund-Utility Department-Uniforms)							233.16	
	Invoice Items				1				
4235239192	Uniforms - STREET	Open		06/30/2025	07/18/2025	06/30/2025			130.94
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / STREET - Uniforms - STREET		1.0000	EA	130.9400	130.94			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-2701 (General Fund-Street Department-Uniforms)							130.94	
	Invoice Items				1				



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Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
4235239199	Black mats - PD	Open		06/30/2025	07/18/2025	06/30/2025			16.03
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of buildings and facilities - Black mats - PD		1.0000	EA	16.0300	16.03			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4210-3510 (General Fund-Police Department-Repair of buildings & facilities)							16.03	
				Invoice Items	1				
4235962130	Uniforms - MAINT	Open		07/07/2025	07/18/2025	07/07/2025			24.19
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / MAINT - Uniforms - MAINT		1.0000	EA	24.1900	24.19			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2701 (General Fund-Parks & Maintenance Department-Uniforms)							24.19	
				Invoice Items	1				
4235962141	WW Uniforms	Open		07/07/2025	07/18/2025	07/07/2025			65.97
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / WWTP - WW Uniforms		1.0000	EA	65.9700	65.97			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-2701 (Water and Sewer Fund-Waste Water Treatment Plant-Uniforms)							65.97	
				Invoice Items	1				
4235962192	Uniforms - STREET	Open		07/07/2025	07/18/2025	07/07/2025			56.50
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / STREET - Uniforms - STREET		1.0000	EA	56.5000	56.50			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-2701 (General Fund-Street Department-Uniforms)							56.50	
				Invoice Items	1				
4235962206	Uniforms - STREET	Open		07/07/2025	07/18/2025	07/07/2025			130.94
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / STREET - Uniforms - STREET		1.0000	EA	130.9400	130.94			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-2701 (General Fund-Street Department-Uniforms)							130.94	
				Invoice Items	1				
4235962223	Uniforms - UTILITY	Open		07/07/2025	07/18/2025	07/07/2025			105.93
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / UTILITY - Uniforms - UTILITY		1.0000	EA	105.9300	105.93			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	



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Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
4235962223	Uniforms - UTILITY	Open		07/07/2025	07/18/2025	07/07/2025			105.93
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	61-4610-2701 (Water and Sewer Fund-Utility Department-Uniforms)							105.93	
	Invoice Items			1					
Vendor 4477 - CINTAS Totals									
							Invoices	11	\$887.42
Vendor 4405 - CIVIL DESIGN INC									
0026411	Design services for scoreboard frame - CONTINGENCY	Open		06/24/2025	07/18/2025	06/24/2025			3,450.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Contingency - Design services for scoreboard frame - CONTINGENCY		1.0000	EA	3,450.0000	3,450.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4098-7000 (General Fund-Contingencies-Contingencies)							3,450.00	
	Invoice Items			1					
Vendor 4405 - CIVIL DESIGN INC Totals									
							Invoices	1	\$3,450.00
Vendor 4589 - CLEAR WATER SERVICE CORPORATION									
May-June25	Loxa Road Rest Stop - Acct#0007	Open		06/17/2025	07/18/2025	06/17/2025			37.56
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Water service - Loxa Road Rest Stop - Acct#0007-03320-001		1.0000	EA	37.5600	37.56			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-3407 (General Fund-Parks & Maintenance Department-Water)				PK 1018 (LOXA RESTAREA)			37.56	
	Invoice Items			1					
Vendor 4589 - CLEAR WATER SERVICE CORPORATION Totals									
							Invoices	1	\$37.56
Vendor 1191 - COLES COUNTY ANIMAL SHELTER AND RABIES CONTROL									
07/01/2025	3rd Qtr Animal Control/PUBLIC SERVICE	Open		07/01/2025	07/18/2025	07/01/2025			6,661.38
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Animal control services - 3rd Qtr Animal Control/PUBLIC SERVICE		1.0000	EA	6,661.3800	6,661.38			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4414-3912 (General Fund-Public Service-Animal control services)							6,661.38	
	Invoice Items			1					
Vendor 1191 - COLES COUNTY ANIMAL SHELTER AND RABIES CONTROL Totals									
							Invoices	1	\$6,661.38
Vendor 1192 - COLES COUNTY CLERK & RECORDER									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
4105876-4106478	Recordings - CLERK	Open		05/30/2025	07/18/2025	05/30/2025			153.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Legal recordings - Recordings - CLERK		1.0000	EA	153.0000	153.00			
	<i>G/L Account</i>			<i>Project</i>				<i>Amount</i>	
	11-4002-3208 (General Fund-City Clerk-Legal recording)							153.00	
	Invoice Items			1					
Vendor 1192 - COLES COUNTY CLERK & RECORDER Totals					Invoices		1		\$153.00
Vendor 1213 - CONSOLIDATED COMMUNICATIONS - CCI									
2173458425 06/25	Monthly internet and telephone allocation	Open		06/11/2025	07/18/2025	06/11/2025			230.41
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Internet & Telephone service - Monthly internet and telephone allocation		1.0000	EA	230.4100	230.41			
	<i>G/L Account</i>			<i>Project</i>				<i>Amount</i>	
	11-4001-3401 (General Fund-Administration & Boards- Manager-Telephone expense)							141.43	
	11-4194-3401 (General Fund-Parks & Maintenance Department-Telephone expense)							88.98	
	Invoice Items			1					
Vendor 1213 - CONSOLIDATED COMMUNICATIONS - CCI Totals					Invoices		1		\$230.41
Vendor 1232 - CULLIGAN WATER CONDITIONER									
2348123	WW Lab Expense - Supplies	Open		06/25/2025	07/18/2025	06/25/2025			39.62
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Lab supplies / WWTP - WW Lab Expense - Supplies		1.0000	EA	39.6200	39.62			
	<i>G/L Account</i>			<i>Project</i>				<i>Amount</i>	
	61-4621-2105 (Water and Sewer Fund-Waste Water Treatment Plant-Laboratory supplies)							39.62	
	Invoice Items			1					
Vendor 1232 - CULLIGAN WATER CONDITIONER Totals					Invoices		1		\$39.62
Vendor 4587 - D. Furry Construction									
06242025	Material bent for firehouse - FD	Open		06/24/2025	07/18/2025	06/24/2025			350.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of buildings and facilities - Material bent for firehouse - FD		1.0000	EA	350.0000	350.00			
	<i>G/L Account</i>			<i>Project</i>				<i>Amount</i>	
	11-4221-3510 (General Fund-Fire Department-Repair of buildings & facilities)							350.00	
	Invoice Items			1					
Vendor 4587 - D. Furry Construction Totals					Invoices		1		\$350.00
Vendor 2579 - DIEPHOLZ CHEVROLET BUICK									



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Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
144551	Lever and cable - FD	Open		06/17/2025	07/18/2025	06/17/2025			131.65
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Lever and cable - FD		1.0000	EA	131.6500	131.65			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4221-2401 (General Fund-Fire Department-Vehicle parts & supplies)			3341 (3341 2016 3 X 13 Chevy Ambulance)		131.65			
	<i>Invoice Items</i>			1					
144594	Pump, container, grommet - MAINT	Open		06/26/2025	07/18/2025	06/26/2025			258.08
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle & service equipment - Pump, container, grommet - MAINT		1.0000	EA	258.0800	258.08			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4194-2401 (General Fund-Parks & Maintenance Department-Vehicle parts & supplies)			5519 (5519 - 2004 Chev. Express Passenger Van #20)		258.08			
	<i>Invoice Items</i>			1					
Vendor 2579 - DIEPHOLZ CHEVROLET BUICK Totals					Invoices	2			\$389.73
Vendor 1280 - DUST & SON OF COLES COUNTY									
S4-1048518	WW Vehicle Maintenance - Ford Ranger	Open		06/23/2025	07/18/2025	06/23/2025			49.86
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - WW Vehicle Maintenance - Ford Ranger		1.0000	EA	49.8600	49.86			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	61-4621-2401 (Water and Sewer Fund-Waste Water Treatment Plant-Vehicle parts & supplies)			1466 (1466 - 2008 Ford Ranger M171816 #52)		49.86			
	<i>Invoice Items</i>			1					
S4-1047802	Pit/Limb are and Idler - MAINT	Open		06/24/2025	07/18/2025	06/24/2025			185.99
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts & supplies / MAINT - Pit/Limb are and Idler - MAINT		1.0000	EA	185.9900	185.99			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4194-2401 (General Fund-Parks & Maintenance Department-Vehicle parts & supplies)			5519 (5519 - 2004 Chev. Express Passenger Van #20)		185.99			
	<i>Invoice Items</i>			1					
Vendor 1280 - DUST & SON OF COLES COUNTY Totals					Invoices	2			\$235.85
Vendor 1986 - EAST CENT IL MOBILE LAW ENFORCEMNT TRAINING TEAM									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
06/23/2025	In-service law enforcement training - FY2026 - PD	Open		06/23/2025	07/18/2025	06/23/2025			5,120.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Education & training expense - In-service law enforcement training - FY2026 - PD		1.0000	EA	5,120.0000	5,120.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4210-3706 (General Fund-Police Department-Education & training expense)							5,120.00	
	Invoice Items			1					
Vendor 1986 - EAST CENT IL MOBILE LAW ENFORCEMNT TRAINING TEAM				Totals		Invoices	1		\$5,120.00
Vendor 4262 - LUKE EDWARDS									
06302025	Annual plumbing license reimbursement	Open		06/30/2025	07/18/2025	06/30/2025			50.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Education & training expense - Annual plumbing license reimbursement		1.0000	EA	50.0000	50.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4640-3706 (General Fund-Building & Development Services-Education & training expense)							50.00	
	Invoice Items			1					
Vendor 4262 - LUKE EDWARDS				Totals		Invoices	1		\$50.00
Vendor 3953 - EXCEL ECOCLEAN									
1782	Janitorial services for City Hall, PD, & PW/UTILITY/MAINT/PD	Open		06/30/2025	07/18/2025	06/30/2025			5,950.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of buildings and facilities - Janitorial services for City Hall, PD, & PW/UTILITY/MAINT/PD		1.0000	EA	5,950.0000	5,950.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-3510 (General Fund-Parks & Maintenance Department-Repair of buildings & facilities)							3,250.00	
	11-4210-3510 (General Fund-Police Department-Repair of buildings & facilities)							1,770.00	
	61-4610-3999 (Water and Sewer Fund-Utility Department-Other contractual services)				PW 19 110 (Public Works Janitorial Services)			930.00	
	Invoice Items			1					
Vendor 3953 - EXCEL ECOCLEAN				Totals		Invoices	1		\$5,950.00
Vendor 4614 - ELAINE FINE									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
CIP FINE 7/2	Concert in The Park musician - REC/LH	Open		07/02/2025	07/18/2025	07/02/2025			100.00
P.O. Number	Item Description	Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number		
	Other Contractual Service - REC - Concert in The Park musician - REC/LH	1.0000	EA	100.0000	100.00				
	G/L Account			Project			Amount		
	22-4510-3999 (Playground & Recreation Fund-Recreation Programs- Other contractual services)			REC 1008 5420 (Concerts in the Park)			100.00		
Invoice Items				1					
Vendor 4614 - ELAINE FINE Totals				Invoices		1	\$100.00		
Vendor 47602	Sidewalk repair and maintenance, Open mudjacking around square-TIF			06/30/2025	07/18/2025	06/30/2025			3,100.00
P.O. Number	Item Description	Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number		
	TIF Public Improvements - Sidewalk repair and maintenance, mudjacking around square-TIF	1.0000	EA	3,100.0000	3,100.00				
	G/L Account			Project			Amount		
	33-4301-4108 (Tax Increment Financing Fund-TIF District-TIF public improvements)			0000 (0000 - Misc. Equip.)			3,100.00		
Invoice Items				1					
Vendor 4833 - GROUNDTECH LLC Totals				Invoices		1	\$3,100.00		
Vendor 44630	Port a pot service - STREET	Open		06/25/2025	07/18/2025	06/25/2025			132.00
P.O. Number	Item Description	Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number		
	Capital Improvement projects - Port a pot service - STREET	1.0000	EA	132.0000	132.00				
	G/L Account			Project			Amount		
	11-4310-4106 (General Fund-Street Department-Capital improvement projects)			PW 20 39 (MFT section 19-118-00-WRS Douglas St)			132.00		
Invoice Items				1					
44631	Porta potty @ VFW - MAINT	Open		06/25/2025	07/18/2025	06/25/2025			132.00
P.O. Number	Item Description	Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number		
	Repair of buildings and facilities - Porta potty @ VFW - MAINT	1.0000	EA	132.0000	132.00				
	G/L Account			Project			Amount		
	11-4194-3510 (General Fund-Parks & Maintenance Department-Repair of buildings & facilities)			PK 1007 (VFW PARK)			132.00		
Invoice Items				1					



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
44632	Uniforms - MAINT	Open		06/25/2025	07/18/2025	06/25/2025			132.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Repair of buildings and facilities - Uniforms - MAINT		1.0000	EA	132.0000	132.00			
	G/L Account				Project			Amount	
	11-4194-3510 (General Fund-Parks & Maintenance Department-Repair of buildings & facilities)					PK 1004 (BAKER FIELD)		132.00	
Invoice Items				1					
Vendor 2654 - HARRELSON PLUMBING AND HEATING INC Totals						Invoices	3		\$396.00
Vendor 4278 - HIGGS WELDING LLC									
81297	Air tailgate cylinder - UTILITY	Open		06/26/2025	07/18/2025	06/26/2025			113.39
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Vehicle parts and supplies - Air tailgate cylinder - UTILITY		1.0000	EA	113.3900	113.39			
	G/L Account				Project			Amount	
	61-4610-2401 (Water and Sewer Fund-Utility Department-Vehicle parts & supplies)					0000 (0000 - Misc. Equip.)		113.39	
Invoice Items				1					
Vendor 4278 - HIGGS WELDING LLC Totals						Invoices	1		\$113.39
Vendor 1435 - IL ENVIRONMENTAL PROTECTION AGENCY									
061825	WW NPDES Permit Fee	Open		06/18/2025	07/18/2025	06/18/2025			500.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	EPA Permit - WW NPDES Permit Fee		1.0000	EA	500.0000	500.00			
	G/L Account				Project			Amount	
	61-4621-3914 (Water and Sewer Fund-Waste Water Treatment Plant-Intergovernmental services)							500.00	
Invoice Items				1					
Vendor 1435 - IL ENVIRONMENTAL PROTECTION AGENCY Totals						Invoices	1		\$500.00
Vendor 4304 - MEFAIL ILAZI									
Pay sch 1	Redevelopment agreement for 611 Monroe Ave - TIF	Open		07/01/2025	07/18/2025	07/01/2025			4,000.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	TIF grant - Redevelopment agreement for 611 Monroe Ave - TIF		1.0000	EA	4,000.0000	4,000.00			
	G/L Account				Project			Amount	
	33-4301-4107 (Tax Increment Financing Fund-TIF District-TIF grants)							4,000.00	
Invoice Items				1					
Vendor 4304 - MEFAIL ILAZI Totals						Invoices	1		\$4,000.00
Vendor 4092 - IMAGETREND, INC.									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
PS-INV116829	Billing bridge recurring monthly fee - FD	Open		05/31/2025	07/18/2025	05/31/2025			822.50
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Other business services - Billing bridge recurring monthly fee - FD		1.0000	EA	822.5000	822.50			
	G/L Account				Project			Amount	
	11-4221-3199 (General Fund-Fire Department-Business services)							822.50	
	Invoice Items			1					
PS-INV116703	Elite EMS SAAS Software and Reporting - FD	Open		06/26/2025	07/18/2025	06/26/2025			9,120.74
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Other business services - Elite EMS SAAS Software and Reporting - FD		1.0000	EA	9,120.7400	9,120.74			
	G/L Account				Project			Amount	
	11-4221-3199 (General Fund-Fire Department-Business services)							9,120.74	
	Invoice Items			1					
			Vendor	4092 - IMAGETREND, INC. Totals			Invoices	2	\$9,943.24
Vendor 4490 - INTELEPEER CLOUD COMMUNICATIONS, LLC									
INV00365877	VOIP trunk fees (outbound calling)/WATER DEPT/REC/ADMIN	Open		06/30/2025	07/18/2025	06/30/2025			618.48
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Telephone Service - VOIP trunk fees (outbound calling)/WATER DEPT/REC/ADMIN		1.0000	EA	618.4800	618.48			
	G/L Account				Project			Amount	
	11-4001-3401 (General Fund-Administration & Boards- Manager- Telephone expense)							383.46	
	61-4630-3401 (Water and Sewer Fund-Water Department-Telephone expense)							154.62	
	22-4510-3401 (Playground & Recreation Fund-Recreation Programs- Telephone expense)							80.40	
	Invoice Items			1					
			Vendor	4490 - INTELEPEER CLOUD COMMUNICATIONS, LLC Totals			Invoices	1	\$618.48
Vendor 3355 - JOHN DEERE FINANCIAL									
207078	Gloves and poncho - MAINT	Open		06/05/2025	07/18/2025	06/05/2025			39.90
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Park maintenance materials - Gloves and poncho - MAINT		1.0000	EA	39.9000	39.90			
	G/L Account				Project			Amount	
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)							39.90	
	Invoice Items			1					



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Invoice Number	Invoice Description	Status	Held Reason		Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
160424	WW Uniforms	Open			06/30/2025	07/18/2025	06/30/2025			192.97
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number		
	Uniforms / WWTP - WW Uniforms		1.0000	EA	192.9700	192.97				
	G/L Account				Project			Amount		
	61-4621-2701 (Water and Sewer Fund-Waste Water Treatment Plant-Uniforms)							192.97		
	Invoice Items				1					
160467	WW Misc. Supplies	Open			06/30/2025	07/18/2025	06/30/2025			24.99
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number		
	Other repair & maintenance - WW Misc. Supplies		1.0000	EA	24.9900	24.99				
	G/L Account				Project			Amount		
	61-4621-2310 (Water and Sewer Fund-Waste Water Treatment Plant-Other maintenance supplies)					0000 (0000 - Misc. Equip.)		24.99		
	Invoice Items				1					
160817	Breakroom supplies - STREET	Open			07/02/2025	07/18/2025	07/02/2025			67.88
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number		
	Office Supplies - Breakroom supplies - STREET		1.0000	EA	67.8800	67.88				
	G/L Account				Project			Amount		
	11-4310-2001 (General Fund-Street Department-Office supplies)							67.88		
	Invoice Items				1					
161045	Trowels - MAINT	Open			07/03/2025	07/18/2025	07/03/2025			19.98
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number		
	Park maintenance materials - Trowels - MAINT		1.0000	EA	19.9800	19.98				
	G/L Account				Project			Amount		
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)							19.98		
	Invoice Items				1					
Vendor 3355 - JOHN DEERE FINANCIAL			Totals				Invoices	5		\$345.72
Vendor 2740 - JOHNSON'S AUTOMOTIVE SERVICE, INC.										
156849	Dot inspection - FD	Open			07/07/2025	07/18/2025	07/07/2025			45.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number		
	Repair of vehicles - Dot inspection - FD		1.0000	EA	45.0000	45.00				
	G/L Account				Project			Amount		
	11-4221-3503 (General Fund-Fire Department-Repair of vehicles)					3483 (3483 2016 AEV TramaHawk TypeIII Ambulance)		45.00		
	Invoice Items				1					



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156863	Dot inspection - FD	Open		07/07/2025	07/18/2025	07/07/2025			45.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of vehicles - Dot inspection - FD		1.0000	EA	45.0000	45.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4221-3503 (General Fund-Fire Department-Repair of vehicles)				3341 (3341 2016 3 X 13 Chevy Ambulance)			45.00	
	<i>Invoice Items</i>				1				
Vendor 2740 - JOHNSON'S AUTOMOTIVE SERVICE, INC. Totals				Invoices			2		\$90.00
Vendor 1512 - KIRCHNER BUILDING CENTER									
739112	Caulk - FD	Open		06/11/2025	07/18/2025	06/11/2025			34.16
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of buildings and facilities - Caulk - FD		1.0000	EA	34.1600	34.16			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4221-3510 (General Fund-Fire Department-Repair of buildings & facilities)							34.16	
	<i>Invoice Items</i>				1				
739114	Wood for wall - FD	Open		06/11/2025	07/18/2025	06/11/2025			6.89
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of buildings and facilities - Wood for wall - FD		1.0000	EA	6.8900	6.89			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4221-3510 (General Fund-Fire Department-Repair of buildings & facilities)							6.89	
	<i>Invoice Items</i>				1				
740249	Repair wall at station 2 - FD	Open		06/12/2025	07/18/2025	06/12/2025			17.07
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of buildings and facilities - Repair wall at station 2 - FD		1.0000	EA	17.0700	17.07			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4221-3510 (General Fund-Fire Department-Repair of buildings & facilities)							17.07	
	<i>Invoice Items</i>				1				
748753	Form lumber - STREET	Open		06/26/2025	07/18/2025	06/26/2025			23.32
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Concrete - Form lumber - STREET		1.0000	EA	23.3200	23.32			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-2501 (General Fund-Street Department-Concrete)				PW 25 41 (MFT Concrete Patching)			23.32	
	<i>Invoice Items</i>				1				
Vendor 1512 - KIRCHNER BUILDING CENTER Totals				Invoices			4		\$81.44
Vendor 4766 - LOCAL TEES									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
2718	Staff shirts for Day Camp - REC	Open		05/30/2025	07/18/2025	05/30/2025			364.08
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / REC - Staff shirts for Day Camp - REC		1.0000	EA	364.0800	364.08			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	22-4510-2701 (Playground & Recreation Fund-Recreation Programs-Uniforms)			REC 1004 3120 (Day Camp)		364.08			
	Invoice Items			1					
Vendor 4766 - LOCAL TEES Totals					Invoices	1			\$364.08
Vendor 1542 - LORENZ WHOLESALE CO									
657042	Janitorial supplies - POOL	Open		07/02/2025	07/18/2025	07/02/2025			162.18
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Janitorial & cleaning supplies - Janitorial supplies - POOL		1.0000	EA	162.1800	162.18			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	22-4520-2301 (Playground & Recreation Fund-Pool-Janitorial & cleaning supplies)					162.18			
	Invoice Items			1					
Vendor 1542 - LORENZ WHOLESALE CO Totals					Invoices	1			\$162.18
Vendor 4471 - MACQUEEN EMERGENCY LLC									
P34479	Rock - FD	Open		06/30/2025	07/18/2025	06/30/2025			120.57
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Rock - FD		1.0000	EA	120.5700	120.57			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4221-2401 (General Fund-Fire Department-Vehicle parts & supplies)			4177 (4177 -2014 Pierce Pumper 306)		120.57			
	Invoice Items			1					
Vendor 4471 - MACQUEEN EMERGENCY LLC Totals					Invoices	1			\$120.57
Vendor 1592 - MLB OUTDOOR PRODUCTS									
56466	Rope - MAINT	Open		06/26/2025	07/18/2025	06/26/2025			5.90
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Park maintenance materials - Rope - MAINT		1.0000	EA	5.9000	5.90			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)					5.90			
	Invoice Items			1					



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
56492	Helical spring - WTP	Open		07/02/2025	07/18/2025	07/02/2025			3.15
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Helical spring - WTP		1.0000	EA	3.1500	3.15			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	61-4611-2401 (Water and Sewer Fund-Water Treatment Plant-Vehicle parts & supplies)			0000 (0000 - Misc. Equip.)		3.15			
	<i>Invoice Items</i>			1					
Vendor 1592 - MLB OUTDOOR PRODUCTS Totals Invoices 2 \$9.05									
Vendor 1602 - MOTOROLA SOLUTIONS, INC	Starcom rapid fee - FD	Open		07/01/2025	07/18/2025	07/01/2025			240.00
8627920240701	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of radios - Starcom rapid fee - FD		1.0000	EA	240.0000	240.00			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4221-3509 (General Fund-Fire Department-Repair of radios)					240.00			
	<i>Invoice Items</i>			1					
Vendor 1602 - MOTOROLA SOLUTIONS, INC Totals Invoices 1 \$240.00									
Vendor 1607 - MUNICIPAL CLERKS OF ILLINOIS	Deputy Clerk Dues - CLERK	Open		07/01/2025	07/18/2025	07/01/2025			65.00
2025 JF	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Professional membership - Deputy Clerk Dues - CLERK		1.0000	EA	65.0000	65.00			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4002-3704 (General Fund-City Clerk-Professional memberships)					65.00			
	<i>Invoice Items</i>			1					
Vendor 1607 - MUNICIPAL CLERKS OF ILLINOIS Totals Invoices 1 \$65.00									
Vendor 3092 - NAPA - MCKAY AUTO PARTS	Hose clamps - FD	Open		03/31/2025	07/18/2025	03/31/2025			4.02
146290	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Hose clamps - FD		1.0000	EA	4.0200	4.02			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4221-2401 (General Fund-Fire Department-Vehicle parts & supplies)			2728 (2019 AEV Type 1 Ambulance)		4.02			
	<i>Invoice Items</i>			1					
148323	Air filter, fuel filter, and coolant filter - FD	Open		05/22/2025	07/18/2025	05/22/2025			249.99
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Air filter, fuel filter, and coolant filter - FD		1.0000	EA	249.9900	249.99			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
148323	Air filter, fuel filter, and coolant filter - FD	Open		05/22/2025	07/18/2025	05/22/2025			249.99
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	11-4221-2401 (General Fund-Fire Department-Vehicle parts & supplies)			1069		(2022 AEV Type 1 Ambulance - F550)			249.99
				Invoice Items		1			
149065	Flush mount and wire - FD	Open		06/12/2025	07/18/2025	06/12/2025			310.06
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Vehicle parts and supplies - Flush mount and wire - FD			1.0000	EA	310.0600	310.06		
	<i>G/L Account</i>					<i>Project</i>		<i>Amount</i>	
	11-4221-2401 (General Fund-Fire Department-Vehicle parts & supplies)					5258 (2023 Ford F150 5258 Unit #301)		310.06	
				Invoice Items		1			
149353	Oil filter - PD	Open		06/19/2025	07/18/2025	06/19/2025			183.95
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Vehicle parts and supplies - Oil filter - PD			1.0000	EA	183.9500	183.95		
	<i>G/L Account</i>					<i>Project</i>		<i>Amount</i>	
	11-4210-2401 (General Fund-Police Department-Vehicle parts & supplies)					0241 (2023 Dodge Durango)		183.95	
				Invoice Items		1			
149471	WW Vehicle Maintenance - Ford Ranger	Open		06/23/2025	07/18/2025	06/23/2025			47.85
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Vehicle parts and supplies - WW Vehicle Maintenance - Ford Ranger			1.0000	EA	47.8500	47.85		
	<i>G/L Account</i>					<i>Project</i>		<i>Amount</i>	
	61-4621-2401 (Water and Sewer Fund-Waste Water Treatment Plant-Vehicle parts & supplies)					1466 (1466 - 2008 Ford Ranger M171816 #52)		47.85	
				Invoice Items		1			
149472	WW Vehicle Maintenance - Ford Ranger	Open		06/23/2025	07/18/2025	06/23/2025			5.91
<i>P.O. Number</i>	<i>Item Description</i>			<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>
	Vehicle parts and supplies - WW Vehicle Maintenance - Ford Ranger			1.0000	EA	5.9100	5.91		
	<i>G/L Account</i>					<i>Project</i>		<i>Amount</i>	
	61-4621-2401 (Water and Sewer Fund-Waste Water Treatment Plant-Vehicle parts & supplies)					1466 (1466 - 2008 Ford Ranger M171816 #52)		5.91	
				Invoice Items		1			



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
149486	Hydraulic hose repair - STREET	Open		06/23/2025	07/18/2025	06/23/2025			31.33
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Hydraulic hose repair - STREET		1.0000	EA	31.3300	31.33			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-2401 (General Fund-Street Department-Vehicle parts & supplies)				3468 (2017 International Dump Truck)			31.33	
	Invoice Items			1					
149487	Transmission fluid - STREET	Open		06/23/2025	07/18/2025	06/23/2025			104.85
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Fuel & Oil - Transmission fluid - STREET		1.0000	EA	104.8500	104.85			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-2201 (General Fund-Street Department-Fuel & oil)							104.85	
	Invoice Items			1					
149515	Transmission fluid - STREET	Open		06/24/2025	07/18/2025	06/24/2025			16.34
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Fuel & Oil - Transmission fluid - STREET		1.0000	EA	16.3400	16.34			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-2201 (General Fund-Street Department-Fuel & oil)							16.34	
	Invoice Items			1					
149564	Service filters - UTILITY	Open		06/25/2025	07/18/2025	06/25/2025			147.54
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Repair of operating equipment - Service filters - UTILITY		1.0000	EA	147.5400	147.54			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4610-3508 (Water and Sewer Fund-Utility Department-Repair of operating equipment)				0848 (Caterpillar 924H Wheel loader)			147.54	
	Invoice Items			1					
149579	Adapters and couplers - GARAGE	Open		06/25/2025	07/18/2025	06/25/2025			16.78
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Adapters and couplers - GARAGE		1.0000	EA	16.7800	16.78			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4311-2401 (General Fund-City Garage-Vehicle parts & supplies)				0000 (0000 - Misc. Equip.)			16.78	
	Invoice Items			1					



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
149619	Coupler - GARAGE	Open		06/26/2025	07/18/2025	06/26/2025			31.25
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Coupler - GARAGE		1.0000	EA	31.2500	31.25			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4311-2401 (General Fund-City Garage-Vehicle parts & supplies)				0000 (0000 - Misc. Equip.)			31.25	
	Invoice Items				1				
149620	U bolts - MAINT	Open		06/26/2025	07/18/2025	06/26/2025			58.56
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Park maintenance materials - U bolts - MAINT		1.0000	EA	58.5600	58.56			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)				PK 1020 (ROTARY COMMUNITY AQUATIC CENTER - POOL)			58.56	
	Invoice Items				1				
149623	Alternator valve - PD	Open		06/26/2025	07/18/2025	06/26/2025			493.49
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Alternator valve - PD		1.0000	EA	493.4900	493.49			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4210-2401 (General Fund-Police Department-Vehicle parts & supplies)				7743 (2024 Dodge Durango - PD)			493.49	
	Invoice Items				1				
149638	Forge battery for service truck - GARAGE	Open		06/27/2025	07/18/2025	06/27/2025			299.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Forge battery for service truck - GARAGE		1.0000	EA	299.0000	299.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4311-2401 (General Fund-City Garage-Vehicle parts & supplies)				0000 (0000 - Misc. Equip.)			299.00	
	Invoice Items				1				
149652	Drag link/tie rod ends - STREET	Open		06/27/2025	07/18/2025	06/27/2025			221.66
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Drag link/tie rod ends - STREET		1.0000	EA	221.6600	221.66			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4310-2401 (General Fund-Street Department-Vehicle parts & supplies)				3855 (2012 Ford Bucket Truck #45)			221.66	
	Invoice Items				1				



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
149681	WW Vehicle Maintenance - Case Backhoe	Open		06/27/2025	07/18/2025	06/27/2025			59.99
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Misc parts - WW Vehicle Maintenance - Case Backhoe		1.0000	EA	59.9900	59.99			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-2401 (Water and Sewer Fund-Waste Water Treatment Plant-Vehicle parts & supplies)				5133 (5133 - 2014 Case 590 SN Loader backhoe)			59.99	
	Invoice Items			1					
149722	Scan tool update - GARAGE	Open		06/30/2025	07/18/2025	06/30/2025			1,299.99
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Scan tool update - GARAGE		1.0000	EA	1,299.9900	1,299.99			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4311-2401 (Water and Sewer Fund-City Garage-Vehicle parts & supplies)				0000 (0000 - Misc. Equip.)			1,299.99	
	Invoice Items			1					
149734	Shift tube - MAINT	Open		06/30/2025	07/18/2025	06/30/2025			6.33
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts & supplies / MAINT - Shift tube - MAINT		1.0000	EA	6.3300	6.33			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2401 (General Fund-Parks & Maintenance Department-Vehicle parts & supplies)				1617 (1617 - 2004 Ford F350 3/4 Ton Utility Truck #74)			6.33	
	Invoice Items			1					
149751	55gal pump - GARAGE	Open		06/30/2025	07/18/2025	06/30/2025			699.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Fuel & Oil - 55gal pump - GARAGE		1.0000	EA	699.0000	699.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4311-2201 (General Fund-City Garage-Fuel & oil)							699.00	
	Invoice Items			1					
149834	Oil - MAINT	Open		07/02/2025	07/18/2025	07/02/2025			17.73
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts & supplies / MAINT - Oil - MAINT		1.0000	EA	17.7300	17.73			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-2401 (General Fund-Parks & Maintenance Department-Vehicle parts & supplies)				0000 (0000 - Misc. Equip.)			17.73	
	Invoice Items			1					



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149922	Hydraulic hose repair - GARAGE	Open		07/07/2025	07/18/2025	07/07/2025			96.21
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Hydraulic hose repair - GARAGE		1.0000	EA	96.2100	96.21			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4311-2401 (General Fund-City Garage-Vehicle parts & supplies)			0000 (0000 - Misc. Equip.)		96.21			
	<i>Invoice Items</i>			1					
149936	Def fluid for ambulance at stations 1 and 2 - FD	Open		07/07/2025	07/18/2025	07/07/2025			29.97
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Def fluid for ambulance at stations 1 and 2 - FD		1.0000	EA	29.9700	29.97			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4221-2401 (General Fund-Fire Department-Vehicle parts & supplies)			0000 (0000 - Misc. Equip.)		29.97			
	<i>Invoice Items</i>			1					
Vendor 3092 - NAPA - MCKAY AUTO PARTS Totals									\$4,431.80
Invoices							23		
Vendor 3265 - O'REILLY AUTO PARTS									
2323-235935	Wiper blades - FD	Open		06/25/2025	07/18/2025	06/25/2025			50.38
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts and supplies - Wiper blades - FD		1.0000	EA	50.3800	50.38			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4221-2401 (General Fund-Fire Department-Vehicle parts & supplies)			2172 (2022 Ford Ambulance 3x11)		50.38			
	<i>Invoice Items</i>			1					
2323-236658	Shift tube - MAINT	Open		07/02/2025	07/18/2025	07/02/2025			34.19
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Vehicle parts & supplies / MAINT - Shift tube - MAINT		1.0000	EA	34.1900	34.19			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			
	11-4194-2401 (General Fund-Parks & Maintenance Department-Vehicle parts & supplies)			7818 (7818 - 2001 Ford 3/4 Ton Truck #24)		34.19			
	<i>Invoice Items</i>			1					
Vendor 3265 - O'REILLY AUTO PARTS Totals									\$84.57
Invoices							2		
Vendor 1660 - PAAP PRINTING									
45210	Printing for Butterfly Festival - REC	Open		06/30/2025	07/18/2025	06/30/2025			48.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Professional Printing / REC - Printing for Butterfly Festival - REC		1.0000	EA	48.0000	48.00			
	<i>G/L Account</i>			<i>Project</i>		<i>Amount</i>			



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45210	Printing for Butterfly Festival - REC	Open		06/30/2025	07/18/2025	06/30/2025			48.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	22-4510-3202 (Playground & Recreation Fund-Recreation Programs- Professional printing)					REC 1008 5010 (Butterfly Festival)		48.00	
Invoice Items				1					
Vendor 1660 - PAAP PRINTING Totals				Invoices				1	\$48.00
Vendor 4580 - PACE ANALYTICAL SERVICES, LLC									
257218084	Water testing services - WTP	Open		06/30/2025	07/18/2025	06/30/2025			50.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Other consulting services - Water testing services - WTP		1.0000	EA	50.0000	50.00			
G/L Account				Project				Amount	
61-4611-3106 (Water and Sewer Fund-Water Treatment Plant-Other consulting services)								50.00	
Invoice Items				1					
Vendor 4580 - PACE ANALYTICAL SERVICES, LLC Totals				Invoices				1	\$48.00
Vendor 4580 - PACE ANALYTICAL SERVICES, LLC									
257218085	Water testing services - WTP	Open		06/30/2025	07/18/2025	06/30/2025			120.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Other consulting services - Water testing services - WTP		1.0000	EA	120.0000	120.00			
G/L Account				Project				Amount	
61-4611-3106 (Water and Sewer Fund-Water Treatment Plant-Other consulting services)								120.00	
Invoice Items				1					
Vendor 4580 - PACE ANALYTICAL SERVICES, LLC Totals				Invoices				2	\$170.00
Vendor 3342 - POLYDYNE INC.									
1941097	WW Polymer	Open		06/27/2025	07/18/2025	06/27/2025			3,927.94
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Chemicals / WWTP - WW Polymer		1.0000	EA	3,927.9400	3,927.94			
G/L Account				Project				Amount	
61-4621-2109 (Water and Sewer Fund-Waste Water Treatment Plant-Chemicals)				0000 (0000 - Misc. Equip.)				3,927.94	
Invoice Items				1					
Vendor 3342 - POLYDYNE INC. Totals				Invoices				1	\$3,927.94
Vendor 4353 - PREMIER PROPERTIES									



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
2025 - O -32	Redevelopment agreement for 714-718 Monroe Ave	Open		06/17/2025	07/18/2025	06/17/2025			6,835.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	TIF grant - Redevelopment agreement for 714-718 Monroe Ave		1.0000	EA	6,835.0000	6,835.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	33-4301-4107 (Tax Increment Financing Fund-TIF District-TIF grants)							6,835.00	
	<i>Invoice Items</i>			1					
Vendor 4353 - PREMIER PROPERTIES Totals					Invoices	1			\$6,835.00
Vendor 4545 - QUADIENT FINANCE USA INC									
06222025	Postage for account #7900044080923059/WATER	Open		06/22/2025	07/18/2025	06/22/2025			1,091.02
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Postage expense - Postage for account #7900044080923059/WATER		1.0000	EA	1,091.0200	1,091.02			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4630-3901 (Water and Sewer Fund-Water Department-Postage expense)							1,091.02	
	<i>Invoice Items</i>			1					
Vendor 4545 - QUADIENT FINANCE USA INC Totals					Invoices	1			\$1,091.02
Vendor 1717 - RAWLINGS ELECTRIC MOTOR REPAIR									
26324	WW Lift Station Maintenance	Open		07/01/2025	07/18/2025	07/01/2025			560.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Lift station repair / WWTP - WW Lift Station Maintenance		1.0000	EA	560.0000	560.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-2512 (Water and Sewer Fund-Waste Water Treatment Plant-Lift station maintenance)				0000 (0000 - Misc. Equip.)			560.00	
	<i>Invoice Items</i>			1					
Vendor 1717 - RAWLINGS ELECTRIC MOTOR REPAIR Totals					Invoices	1			\$560.00
Vendor 1719 - RAY O'HERRON CO, INC									
2419215	Uniforms - Meers/PD	Open		06/25/2025	07/18/2025	06/25/2025			61.20
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / PD - Uniforms - Meers/PD		1.0000	EA	61.2000	61.20			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4210-2701 (General Fund-Police Department-Uniforms)							61.20	
	<i>Invoice Items</i>			1					



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
2419447	Badges - PD	Open		06/26/2025	07/18/2025	06/26/2025			177.47
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Uniforms / PD - Badges - PD		1.0000	EA	177.4700	177.47			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4210-2701 (General Fund-Police Department-Uniforms)							177.47	
	<i>Invoice Items</i>			1					
Vendor 1719 - RAY O'HERRON CO, INC Totals Invoices 2 \$238.67									
Vendor 4728 - RENEWABLE ENERGY EVOLUTION, LLC									
00510	Replaced damaged panels - WWTP	Open		06/25/2025	07/18/2025	06/25/2025			2,184.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Capital Improvement projects - Replaced damaged panels - WWTP		1.0000	EA	2,184.0000	2,184.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-4106 (Water and Sewer Fund-Waste Water Treatment Plant-Capital improvement projects)				PW 22 85 (Solar Energy Options)			2,184.00	
	<i>Invoice Items</i>			1					
Vendor 4728 - RENEWABLE ENERGY EVOLUTION, LLC Totals Invoices 1 \$2,184.00									
Vendor 4188 - SHRADER D & E, INC									
5733	Hauling dirt for Linder Sports Complex - CONTINGENCY	Open		06/08/2025	07/18/2025	06/08/2025			4,410.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Contingency - Hauling dirt for Linder Sports Complex - CONTINGENCY		1.0000	EA	4,410.0000	4,410.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4098-7000 (General Fund-Contingencies-Contingencies)				PW 25 27 (Sand Volleyball)			4,410.00	
	<i>Invoice Items</i>			1					
Vendor 4188 - SHRADER D & E, INC Totals Invoices 1 \$4,410.00									
Vendor 4676 - SIMS SEPTIC PUMPING									
670535	WW Lift Station Maintenance	Open		07/01/2025	07/18/2025	07/01/2025			270.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Lift station repair / WWTP - WW Lift Station Maintenance		1.0000	EA	270.0000	270.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4621-2512 (Water and Sewer Fund-Waste Water Treatment Plant-Lift station maintenance)				0000 (0000 - Misc. Equip.)			270.00	
	<i>Invoice Items</i>			1					
Vendor 4676 - SIMS SEPTIC PUMPING Totals Invoices 1 \$270.00									
Vendor 3448 - SOUTH CENTRAL FS, INC.									



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
28005	Mobil special oil - GARAGE	Open		06/27/2025	07/18/2025	06/27/2025			594.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Fuel & Oil - Mobil special oil - GARAGE		1.0000	EA	594.0000	594.00			
	G/L Account				Project			Amount	
	61-4311-2201 (Water and Sewer Fund-City Garage-Fuel & oil)							594.00	
	Invoice Items			1					
Vendor 3448 - SOUTH CENTRAL FS, INC. Totals					Invoices	1			\$594.00
Vendor 1796 - STILLWATER ENTERPRISES, INC.									
1667	Playground supplies for VFW and North Park - MAINT	Open		06/30/2025	07/18/2025	06/30/2025			4,420.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Park maintenance materials - Playground supplies for VFW and North Park - MAINT		1.0000	EA	4,420.0000	4,420.00			
	G/L Account				Project			Amount	
	11-4194-2513 (General Fund-Parks & Maintenance Department-Park maintenance materials)							4,420.00	
	Invoice Items			1					
Vendor 1796 - STILLWATER ENTERPRISES, INC. Totals					Invoices	1			\$4,420.00
Vendor 4501 - SWEARINGEN EXCAVATING									
06022025	Earthwork for proposed sand volleyball facility - CONTINGENCY	Open		06/02/2025	07/18/2025	06/02/2025			16,131.50
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Contingency - Earthwork for proposed sand volleyball facility - CONTINGENCY		1.0000	EA	16,131.5000	16,131.50			
	G/L Account				Project			Amount	
	11-4098-7000 (General Fund-Contingencies-Contingencies)				PW 25 27 (Sand Volleyball)			16,131.50	
	Invoice Items			1					
Vendor 4501 - SWEARINGEN EXCAVATING Totals					Invoices	1			\$16,131.50
Vendor 4317 - TARGETSOLUTIONS LEARNING LLC									
INV121899	Annual software renewal - FD	Open		07/18/2025	07/18/2025	07/18/2025			3,838.65
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Other business services - Annual software renewal - FD		1.0000	EA	3,838.6500	3,838.65			
	G/L Account				Project			Amount	
	11-4221-3199 (General Fund-Fire Department-Business services)							3,838.65	
	Invoice Items			1					
Vendor 4317 - TARGETSOLUTIONS LEARNING LLC Totals					Invoices	1			\$3,838.65
Vendor 4594 - TURF TANK									



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
INV00008611	Turf Tank lease - MAINT	Open		06/27/2025	07/18/2025	06/27/2025			10,000.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Equipment Rental - Turf Tank lease - MAINT		1.0000	EA	10,000.0000	10,000.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4194-3603 (General Fund-Parks & Maintenance Department-Equipment rental)							10,000.00	
	Invoice Items			1					
Vendor 4594 - TURF TANK Totals Invoices 1 \$10,000.00									
Vendor 1850 - UNIQUE HOMES									
1005	Rental of jobsite trailer - MFT	Open		07/01/2025	07/18/2025	07/01/2025			325.00
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Capital Improvement projects - Rental of jobsite trailer - MFT		1.0000	EA	325.0000	325.00			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	25-4312-4106 (Motor Fuel Tax Fund-Motor Fuel Tax Department-Capital improvement projects)				PW 20 39 (MFT section 19-118-00-WRS Douglas St)			325.00	
	Invoice Items			1					
Vendor 1850 - UNIQUE HOMES Totals Invoices 1 \$325.00									
Vendor 1868 - VERIZON WIRELESS									
6116949580	GPS Unit/UTILITY	Open		06/25/2025	07/18/2025	06/25/2025			298.85
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Cell phone service - GPS Unit/UTILITY		1.0000	EA	298.8500	298.85			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	61-4610-3402 (Water and Sewer Fund-Utility Department-Cell phone expense)							298.85	
	Invoice Items			1					
Vendor 1868 - VERIZON WIRELESS Totals Invoices 1 \$298.85									
Vendor 1877 - WALMART									
04035	Water, soda, chips, cookies - ADMIN	Open		07/01/2025	07/18/2025	07/01/2025			57.76
<i>P.O. Number</i>	<i>Item Description</i>		<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>	
	Public relations - Water, soda, chips, cookies - ADMIN		1.0000	EA	57.7600	57.76			
	<i>G/L Account</i>				<i>Project</i>			<i>Amount</i>	
	11-4001-3009 (General Fund-Administration & Boards- Manager-Public relations)							57.76	
	Invoice Items			1					



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
04037	Ice - ADMIN	Open		07/01/2025	07/18/2025	07/01/2025			9.25
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Public relations - Ice - ADMIN		1.0000	EA	9.2500	9.25			
	G/L Account				Project			Amount	
	11-4001-3009 (General Fund-Administration & Boards- Manager-Public relations)							9.25	
	Invoice Items				1				
02170	Commodities, parade candy - FD	Open		07/03/2025	07/18/2025	07/03/2025			93.22
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Commodities - Commodities, parade candy - FD		1.0000	EA	93.2200	93.22			
	G/L Account				Project			Amount	
	11-4221-2901 (General Fund-Fire Department-Commodities)							93.22	
	Invoice Items				1				
04952	CPD Computer Speakers - IS	Open		07/07/2025	07/18/2025	07/07/2025			179.76
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Minor office equipment - CPD Computer Speakers - IS		1.0000	EA	179.7600	179.76			
	G/L Account				Project			Amount	
	11-4060-2804 (General Fund-Information Services-Minor office equipment)							179.76	
	Invoice Items				1				
Vendor 1877 - WALMART Totals					Invoices		4		\$339.99
Vendor 4562 - WASTE MANAGEMENT - WM CORPORATE SERVICES INC									
0194215-2754-0	Monthly refuse collection allocation	Open		06/30/2025	07/18/2025	06/30/2025			3,275.45
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Refuse Collection - Monthly refuse collection allocation		1.0000	EA	3,275.4500	3,275.45			
	G/L Account				Project			Amount	
	11-4194-3409 (General Fund-Parks & Maintenance Department-Refuse collection)							21.59	
	11-4194-3409 (General Fund-Parks & Maintenance Department-Refuse collection)				PK 1015 (JFL FIELDS)			140.75	
	11-4194-3409 (General Fund-Parks & Maintenance Department-Refuse collection)				PK 1001 (NE-CO FIELDS)			198.76	
	11-4194-3409 (General Fund-Parks & Maintenance Department-Refuse collection)				PK 1004 (BAKER FIELD)			203.11	
	11-4194-3409 (General Fund-Parks & Maintenance Department-Refuse collection)				PK 1003 (SEATON FIELDS)			220.49	
	11-4194-3409 (General Fund-Parks & Maintenance Department-Refuse collection)				PK 1020 (ROTARY COMMUNITY AQUATIC CENTER - POOL)			242.41	



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
0194215-2754-0	Monthly refuse collection allocation	Open		06/30/2025	07/18/2025	06/30/2025			3,275.45
<i>P.O. Number</i>	<i>Item Description</i>	<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>		
	11-4194-3409 (General Fund-Parks & Maintenance Department-Refuse collection)			PK 1011 (SISTER CITY PARK)			316.09		
	11-4194-3409 (General Fund-Parks & Maintenance Department-Refuse collection)			PK 1016 (CITY HALL)			523.37		
	11-4310-3409 (General Fund-Street Department-Refuse collection)						190.00		
	61-4610-3409 (Water and Sewer Fund-Utility Department-Refuse collection)						190.00		
	61-4611-3409 (Water and Sewer Fund-Water Treatment Plant-Refuse collection)						151.70		
	61-4621-3409 (Water and Sewer Fund-Waste Water Treatment Plant-Refuse collection)						877.18		
	Invoice Items			1					
Vendor 4562 - WASTE MANAGEMENT - WM CORPORATE SERVICES INC Totals					Invoices		1		\$3,275.45
Vendor 2724 - SETH WHITE									
07072025	Class A CDL Renewal Reimbursement - STREET	Open		07/07/2025	07/18/2025	07/07/2025			61.35
<i>P.O. Number</i>	<i>Item Description</i>	<i>Quantity</i>	<i>U/M</i>	<i>Amount/Unit</i>	<i>Total Amount</i>	<i>Vendor Catalog Part Number</i>	<i>Contract Number</i>		
	Education & training expense - Class A CDL	1.0000	EA	61.3500	61.35				
	Renewal Reimbursement - STREET								
	<i>G/L Account</i>			<i>Project</i>			<i>Amount</i>		
	11-4310-3706 (General Fund-Street Department-Education & training expense)						61.35		
	Invoice Items			1					
Vendor 2724 - SETH WHITE Totals					Invoices		1		\$61.35
Grand Totals					Invoices		151		\$210,060.12



Accounts Payable Invoice Report - Council

07/15/2025

Invoice Due Date Range 07/05/25 - 07/18/25

Report By Vendor - Invoice

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 3344- COLES COUNTY TRUSTEE PAYMENT ACCOUNT									
0625913	Acquisition of 256 W Vine Ave	Open		06/11/2025	07/11/2025	06/11/2025			801.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Community Development Projects - Acquisition of 256 W Vine Ave		1.0000	EA	801.0000	801.00			
	G/L Account				Project			Amount	
	11-4640-4103 (General Fund-Building & Development Services-Community Development Projects)							801.00	
	Invoice Items			1					
0625912	Acquisition of 1401 Madison Ave	Open		06/11/2025	07/11/2025	06/11/2025			801.00
P.O. Number	Item Description		Quantity	U/M	Amount/Unit	Total Amount	Vendor Catalog Part Number	Contract Number	
	Community Development Projects - Acquisition of 21401 MadisonAve		1.0000	EA	801.0000	801.00			
	G/L Account				Project			Amount	
	11-4640-4103 (General Fund-Building & Development Services-Community Development Projects)							801.00	
	Invoice Items			1					
Vendor 3344 - COLES COUNTY TRUSTEE PAYMENT ACCOUNT Totals							Invoices	2	\$1,602.00

City Council Regular Meeting

4)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

***COMPTROLLER'S REPORT:** June 2025.

STAFF RECOMMENDATION:

Approve.

Attachments

Comptroller's Report: June 2025.

**CITY OF CHARLESTON
OFFICE OF THE COMPTROLLER
MONTHLY COMPTROLLER'S REPORT
JUNE 30, 2025**

OFFICE OF THE COMPTROLLER
MONTHLY INVESTMENT REPORT
FOR THE MONTH ENDING JUNE 30, 2025

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>TRANSFER IN (OUT)</u>	<u>ENDING BALANCE</u>
GENERAL FUND	\$ 11,253,235	\$ 1,646,600	\$ 1,747,288	\$ -	\$ 11,152,547
PLAYGROUND AND RECREATION	83,581	126,008	92,920	-	116,669
HEALTH SELF INSURANCE FUND	(33,244)	160,577	165,654	-	(38,321)
DRUG TRAFFIC PREVENTION	24,162	804	2,760	-	22,206
MOTOR FUEL TAX	1,037,864	64,331	29,966	-	1,072,229
TAX INCREMENT FINANCING	171,687	11,320	8,111	-	174,896
WATER/SEWER FUND	6,523,956	1,046,140	436,344	-	7,133,752
TOTALS- CASH BASIS	19,061,241	3,055,780	2,483,043	-	19,633,978
CASH TO ACCRUAL ADJUSTMENT		(1,570,764)	(674,325)		
TOTALS - ACCRUAL BASIS		\$ 1,485,016	\$ 1,808,718		

CITY OF CHARLESTON
OFFICE OF THE COMPTROLLER
CASH DISPOSITION REPORT

FOR THE MONTH ENDING JUNE 30, 2025

<u>FUND</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>	<u>TOTAL</u>
GENERAL	\$ 4,882,913	\$ 6,269,634	\$ 11,152,547
PLAYGROUND AND RECREATION	116,669	-	116,669
HEALTH SELF INSURANCE FUND	(38,321)	-	(38,321)
DRUG TRAFFIC PREVENTION	22,206	-	22,206
MOTOR FUEL TAX	1,072,229	-	1,072,229
TAX INCREMENT FINANCING	174,896	-	174,896
WATER/SEWER FUND	<u>5,313,838</u>	<u>1,819,914</u>	<u>7,133,752</u>
TOTAL	<u>\$ 11,544,430</u>	<u>\$ 8,089,548</u>	<u>\$ 19,633,978</u>

CITY OF CHARLESTON
OFFICE OF THE COMPTROLLER
MONTHLY BUDGET REPORT- ACCRUAL BASIS

FOR THE MONTH ENDING JUNE 30, 2025

REVENUES						
<u>FUND</u>	<u>MONTH</u>	<u>YEAR TO DATE</u>	<u>ANNUAL BUDGET</u>	<u>% OF BUDGET</u>	<u>ENTIRE PRIOR YEAR</u>	<u>% OF PRIOR YEAR</u>
GENERAL FUND	\$ 549,659	\$ 1,550,651	\$ 20,490,401	8%	\$ 18,640,036	8%
PLAYGROUND AND RECREATION	120,575	195,570	833,750	23%	827,904	24%
HEALTH SELF INSURANCE	158,690	322,098	2,430,646	13%	1,919,042	17%
DRUG TRAFFIC PREVENTION	804	858	1,750	49%	6,403	13%
MOTOR FUEL TAX	64,331	66,370	802,876	8%	811,273	8%
TAX INCREMENT FINANCING	11,320	11,320	207,666	5%	207,993	5%
WATER/SEWER FUND	579,637	1,162,040	8,426,213	14%	7,351,042	16%
TOTALS	<u>\$ 1,485,016</u>	<u>\$ 3,308,907</u>	<u>\$ 33,193,302</u>	<u>10%</u>	<u>\$ 29,763,693</u>	<u>11%</u>

EXPENDITURES						
<u>FUND</u>	<u>MONTH</u>	<u>YEAR TO DATE</u>	<u>ANNUAL BUDGET</u>	<u>% OF BUDGET</u>	<u>ENTIRE PRIOR YEAR</u>	<u>% OF PRIOR YEAR</u>
GENERAL FUND	\$ 1,108,536	\$ 2,848,641	\$ 20,490,401	14%	\$ 17,268,117	16%
PLAYGROUND AND RECREATION	97,770	173,971	833,173	21%	822,609	21%
HEALTH SELF INSURANCE	229,372	390,939	2,430,646	16%	2,291,563	17%
DRUG TRAFFIC PREVENTION	-	-	1,750	0%	5,736	0%
MOTOR FUEL TAX	15,808	49,651	992,137	5%	428,132	12%
TAX INCREMENT FINANCING	17,396	18,046	649,950	3%	245,816	7%
WATER/SEWER FUND	339,836	910,708	7,926,523	11%	7,402,805	12%
TOTALS	<u>\$ 1,808,718</u>	<u>\$ 4,391,956</u>	<u>\$ 33,324,580</u>	<u>13%</u>	<u>\$ 28,464,778</u>	<u>15%</u>

City Council Regular Meeting

5)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

***PROCLAMATION:** Recognizing August 3-9, 2025 as National Farmers Market Week.

STAFF RECOMMENDATION:

Approve.

Attachments

Proclamation: Recognizing August 3-9, 2025, as National Farmers Market Week.



A Proclamation by the Mayor of the City of Charleston *National Farmers Market Week* *August 3-9, 2025*

WHEREAS, farmers markets are important outlets for agricultural producers nationwide, providing them with increased marketing opportunities to meet consumer demand for a variety of fresh, affordable, healthful, and locally sourced products; and

WHEREAS, farmers markets—including local farmers markets on Wednesday and Saturday mornings on the Historic Courthouse Square in Charleston—play a key role in developing local and regional food systems that support the sustainability of family farms, revitalize rural communities, and provide opportunities for farmers and consumers to interact; and

WHEREAS, farmers markets offer low-income women, infants, children, and seniors participating in WIC and Senior Farmers' Market Nutrition Programs, respectively, the opportunity to redeem their benefits and also increasingly offer electronic benefits transfer technology for use by Supplemental Nutrition Assistance Program recipients in redeeming their benefits; and

WHEREAS, the U.S. Department of Agriculture recognizes the myriad benefits of farmers markets for producers and consumers and is fully committed to supporting farmers markets' continued success through grants, technical assistance, directories, and more;

NOW, THEREFORE, to further increase awareness of farmers markets' contributions to American life, *I, Brandon Combs, Mayor of the City of Charleston, do hereby proclaim the week of August 3-9, 2025, as*

National Farmers Market Week

in the City of Charleston, and I urge all citizens to celebrate the many benefits of farmers markets in general as well as the bountiful production of our own local farmers.

Dated this _____ day of _____ 2025.

By Brandon Combs, Mayor

Attest: _____
City Clerk

City Council Regular Meeting

6)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

***RESOLUTION:** Authorizing the Release of Closed Session Meeting Minutes.

STAFF RECOMMENDATION:

Approve.

Attachments

RES: Authorizing Release of Closed Session Meeting Minutes.

RESOLUTION

2025 – R – _____

RESOLUTION AUTHORIZING RELEASE OF CLOSED SESSION MEETING MINUTES

WHEREAS, the Illinois Open Meetings Act requires all public bodies to keep written minutes of all their meetings whether open or closed; and

WHEREAS, the Minutes of closed sessions are only to be available after the public body determines that it is no longer necessary to protect that public interest or the privacy of an individual by keeping them confidential; and

WHEREAS, each six (6) months, the public body is to make this determination which can be made in closed sessions, and

WHEREAS, after having reviewed the Minutes of all closed meetings, the Corporate Authorities having determined that, for some of them, the need for confidentiality still exists as to all or part of those Minutes and as for others, as set forth in Section 1 of this Resolution, the Minutes or portions thereof no longer require confidential treatment and should be made available for public inspection;

THEREFORE BE IT RESOLVED by the City Council of the City of Charleston, Coles County, Illinois, as follows:

SECTION 1: The Corporate Authorities find that, for the Minutes or portions thereof, set forth below, it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential and such Minutes, which were previously approved in closed sessions, are to be hereby released. The Minutes or portions thereof to be released are the following:

**January 16, 2024—Partial Release
April 2, 2024—Partial Release
June 18, 2024—Partial Release**

**July 2, 2024—Partial Release
October 1, 2024—Partial Release
November 19, 2024—Partial Release**

March 18, 2025—Partial Release

SECTION 2: This resolution shall be in full force and effect immediately upon its passage.

INTRODUCED to Council this _____ day of _____ 2025.

PASSED by Council this _____ day of _____ 2025.

APPROVED by the Mayor this _____ day of _____ 2025.

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mayor:				
<i>Brandon Combs</i>				
City Council:				
<i>Timothy Hutti</i>				
<i>Jeff Lahr</i>				
<i>Dennis Malak</i>				
<i>Tim Newell</i>				

Brandon Combs, **Mayor**

ATTEST:

Deborah Muller, **City Clerk**

City Council Regular Meeting

7)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

***RESOLUTION:** Authorizing the Destruction of Audio or Video Recordings of Closed Session Meetings.

STAFF RECOMMENDATION:

Approve.

Attachments

RES: Authorizing Destruction of Audio / Video Recordings of Closed Session Meetings.

RESOLUTION

2025 – R – _____

RESOLUTION AUTHORIZING THE DESTRUCTION OF AUDIO / VIDEO RECORDINGS OF CLOSED SESSION MEETINGS

WHEREAS, the Illinois Open Meetings Act requires all public bodies to audio or video record their closed meetings; and

WHEREAS, this governmental body has complied with that requirement; and

WHEREAS, the Open Meetings Act permits governmental bodies to destroy the verbatim record of closed meetings without notification to or the approval of a Records Commission or the State Archivist not less than eighteen (18) months after the completion of the meeting recorded, but only after:

1. It approves the destruction of a particular recording; and
2. Approves written minutes of the closed meeting; and

WHEREAS, for the verbatim record by tape of the meeting(s) set forth in Section 1 of this Resolution, at least eighteen (18) months have passed since the completion of those meetings, and this governmental body has approved written minutes for each of the meetings or portions of meetings set forth in Section 1; and;

WHEREAS, this governmental body may order the destruction of the verbatim record even if it continues to withhold the approved written minutes of the closed session until some later period of time;

THEREFORE BE IT RESOLVED by the City Council of the City of Charleston, Coles County, Illinois, as follows:

SECTION 1: Based upon the statements made within the preamble to this Resolution, the City Council for the City of Charleston, Coles County, Illinois,

hereby orders the destruction of the verbatim record, being an audio or video tape recording, of the following full meetings or portions of meetings:

Executive/Closed Session Meetings for the following dates:

**February 7, 2023
February 21, 2023
August 15, 2023**

SECTION 2: This resolution shall be in full force and effect immediately upon its passage.

INTRODUCED this _____ day of _____ 2025.

PASSED this _____ day of _____ 2025.

APPROVED this _____ day of _____ 2025.

	<u>Aye</u>	<u>Nav</u>	<u>Abstain</u>	<u>Absent</u>
Mayor:				
<i>Brandon Combs</i>				
City Council:				
<i>Timothy Hutti</i>				
<i>Jeff Lahr</i>				
<i>Dennis Malak</i>				
<i>Tim Newell</i>				

Brandon Combs, **Mayor**

ATTEST:

Deborah Muller, **City Clerk**

City Council Regular Meeting

8)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

***RESOLUTION:** Authorizing a Temporary Street Closure for "Trip to Mexico" Run & Car show on

STAFF RECOMMENDATION:

Approve.

Attachments

Street Closure Request: "Trip to Mexico" Run & Car Show on 09/26/2025.

RES: Street Closure for "Trip to Mexico" Run & Car Show at Juanito's on 09/26/2025.

**CITY OF CHARLESTON
STREET CLOSURE REQUEST**

Name/Organization: Juanito's
Contact Person: Daisy Pimentel
Address: 611 Monroe Ave Charleston IL
Telephone: Home: _____ Business: _____ Cell: 7317967418

Function/Reason for Closure:

"Trip to Mexico" Run & Car show

Closure Location(s) / Route:

North Monroe Ave., only the road
in front of our store.

Attach Map of Route for Parade or Race.

Submission Date: 7/7/25
Requested Closure Date(s): 7/26/25
Requested Closure Time(s): 2pm - 1am

**NOTE: STREET CLOSURE REQUESTS MUST BE APPROVED BY CITY COUNCIL.
REQUESTS MUST BE SUBMITTED AT LEAST THREE (3) WEEKS PRIOR TO
DATE OF EVENT.**

RESOLUTION

2025 – R – ____

RESOLUTION AUTHORIZING A TEMPORARY STREET CLOSURE: **“TRIP TO MEXICO” RUN & CAR SHOW**

WHEREAS, Juanito’s Bar & Grill would like to temporarily close the following street:

**Monroe Avenue on the North Side of the
Square in front of Juanito’s Bar & Grill**

for the facilitation of a “Trip to Mexico” Run & Car Show to be held from 2:00 p.m. on Saturday, July 26, 2025, to 1:00 a.m. on Sunday, July 27, 2025.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Charleston, Coles County, Illinois, that the following street: Monroe Avenue on the north side of the Square in front of Juanito’s Bar & Grill, shall be temporarily closed to traffic on July 26, 2025, to July 27, 2025; from the hours of 2:00 p.m. to 1:00 a.m.

BE IT FURTHER RESOLVED by the City Council of the City of Charleston that the Charleston Police Department be and is hereby authorized and directed to erect and place appropriate barricades and signage necessary to effectuate the intention of this Resolution.

INTRODUCED to Council this ____ day of _____ 2025.

PASSED by Council this ____ day of _____ 2025.

APPROVED this ____ day of _____ 2025.

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mayor:				
<i>Brandon Combs</i>				
City Council:				
<i>Timothy Hutti</i>				
<i>Jeff Lahr</i>				
<i>Dennis Malak</i>				
<i>Tim Newell</i>				

Brandon Combs, Mayor

ATTEST:

Deborah Muller, City Clerk

City Council Regular Meeting

9)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

DECLARATION OF VACANCY IN THE OFFICE OF CITY COUNCIL.

STAFF RECOMMENDATION:

Not Applicable.

City Council Regular Meeting

10)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

MAYOR'S APPOINTMENT TO FILL COUNCIL VACANCY.

STAFF RECOMMENDATION:

Not Applicable.

City Council Regular Meeting

11)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

AFFIRMATION OF APPOINTMENT WITH ADVICE AND CONSENT OF COUNCIL.

STAFF RECOMMENDATION:

Approve.

City Council Regular Meeting

12)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

ADMINISTRATION OF OATH OF OFFICE.

STAFF RECOMMENDATION:

Not Applicable.

City Council Regular Meeting

13)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

RESOLUTION: BID AWARD: Awarding Contract for Construction & Installation of Two (2) Charleston Entrance Signs.

STAFF RECOMMENDATION:

Approve.

Attachments

RES: Accepting Bid Award for City Entrance Signs (West and South).

Tabulation Sheet: West Entrance Sign.

Tabulation Sheet: South Entrance Sign.

RESOLUTION

2025 – R – ____

RESOLUTION ACCEPTING BID AWARD FOR CITY ENTRANCE SIGNS

WHEREAS, a bid letting for two (2) new city entrance signs was conducted on Thursday, July 9, 2025; and

WHEREAS, the sole bidder for the project is listed in Exhibit A (Bid Tab Sheet); and

WHEREAS, the funding for this project will be provided for by a grant from the Charleston Area Charitable Foundation through the Charleston Community Action Network (C.A.N.); and

WHEREAS, replacing the city's entrance signs has been identified as a priority in the City's Comprehensive Plan, and it is in the best interest of the citizens of the City of Charleston that said bid be accepted;

NOW, BE IT THEREFORE RESOLVED by the City Council of the City of Charleston that the bid for two new city entrance signs be awarded to Legacy Sign Group of Westville, Indiana for the bid price of \$85,526.50.

The awarded price includes:

West Entrance Sign:	<u>\$42,663.70</u>
South Entrance Sign:	<u>\$42,862.80</u>
Total for Two Entrance Signs:	<u>\$85,526.50</u>

NOW, BE IT THEREFORE FURTHER RESOLVED by the City Council of the City of Charleston, Coles County, Illinois, that the City Manager and City Clerk are hereby authorized to execute the Notice of Award and Contract Agreement and any and all other documents and instruments relating thereto with the City Entrance Signs.

INTRODUCED this _____ day of _____ 2025.

PASSED this _____ day of _____ 2025.

APPROVED this _____ day of _____ 2025.

	Aye	Nay	Abstain	Absent
Mayor:				
<i>Brandon Combs</i>				
City Council:				
<i>Timothy Hutti</i>				
<i>Jeff Lahr</i>				
<i>Dennis Malak</i>				
<i>Tim Newell</i>				

Mayor

ATTEST:

City Clerk

Date: July 9 , 2025
Time: 10:00 a.m.
Location: City Council Chambers
County: Coles

Attended by: Steve Pamperin, CM
Steve Bennett, DCM
Deborah Muller, City Clerk

Linder Sports Complex
CITY ENTRANCE SIGNS (WEST)

Bidders:	Blink Signs	Legacy Sign Group	Finishing Touch Signs	Kross Masonry	NovaTech
Address:		7933 W. Hwy. 6	5111 Sherman Street	1012 Colony Lane	1401 Novel Street
		Westville, IN 46391	Wausau, WI 54401	Charleston, IL 61920	Sainte-Julie, QC J3E1Z4, Canada
Contact:	Aiman Ume aiman@blinksings.com	Luke Seifert luke@legacysigngroup.com	Brendan Brendan@ftsign.com	Kevin kevin@krossmasonry.com	Sandy Jenkins 315.813.7887
Description of Work					
West Entrance Sign (Near Douglas Street and Lincoln Avenue)					
Provide all labor, equipment and materials for a complete system: Provide / Install One (1) single face internally LED illuminated freestanding sign with fabricated tower with vinyl logo, ornamental I-Beams with rolled upper piece, router cut flat cut out graphic element, routed can with backup plex ("Charleston") and brick veneer pole cover with fabricated aluminum brick cap; all as shown and detailed in the attached Exhibit A. Provide / Install poer needs as necessary for the sign. Provide Illinois Licensed Structural Engineering Sealed details and plans as necessary and obtain building and electrical permits.					
TOTAL COST WEST ENTRANCE SIGN (Complete fabrication, provision and installation):	NO BID	\$42,663.70	NO BID	NO BID	NO BID

Date: July 9, 2025
Time: 10:00 a.m.
Location: City Council Chambers
County: Coles

Attended by: Steve Pamperin, CM
Steve Bennett, DCM
Deborah Muller, City Clerk

Linder Sports Complex
CITY ENTRANCE SIGNS (SOUTH)

Bidders:	Blink Signs	Legacy Sign Group	Finishing Touch Signs	Kross Masonry	NovaTech
Address:		7933 W. Hwy. 6	5111 Sherman Street	1012 Colony Lane	1401 Novel Street
		Westville, IN 46391	Wausau, WI 54401	Charleston, IL 61920	Sainte-Julie, QC J3E1Z4, Canada
Contact:	Aiman Ume aiman@blinksings.com	Luke Seifert luke@legacysigngroup.com	Brendan Raboin Brendan@ftsign.com	Kevin kevin@krossmasonry.com	Sandy Jenkins 315.813.7887
Description of Work					
South Entrance Sign (Near Woodyard Park / Lake Charleston and Highway 130)Douglas Street and Lincoln Avenue)					
Provide all labor, equipment and materials for a complete system:					
Provide all labor, equipment and materials for a complete system: Provide / Install One (1) single face internally LED illuminated freestanding sign with fabricated tower with vinyl logo, ornamental I-Beams with rolled upper piece, router cut flat cut out graphic element, routed can with backup plex ("Charleston") and brick veneer pole cover with fabricated aluminum brick cap; all as shown and detailed in the attached Exhibit A. Provide / Install poer needs as necessary for the sign. Provide Illinois Licensed Structural Engineering Sealed details and plans as necessary and obtain building and electrical permits.					
TOTAL COST SOUTH ENTRANCE SIGN (Complete fabrication, provision and installation):	NO BID	\$42,862.80	NO BID	NO BID	NO BID

City Council Regular Meeting

14)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

RESOLUTION: Accepting Request for Qualifications (RFQ) for Architectural / Engineering Services relating to construction of new Pickleball Facility at Linder Sports Complex.

STAFF RECOMMENDATION:

Approve.

Attachments

RES: Approving Selection of A & E Firm for Design of LSC Pickleball Facility.

RESOLUTION

2025 – R – ____

A RESOLUTION ACCEPTING THE SELECTION OF AN ARCHITECTURAL AND ENGINEERING FIRM FOR DESIGN AND CONSTRUCTION SERVICES FOR THE LINDER SPORTS COMPLEX PICKLEBALL FACILITY

WHEREAS, the City of Charleston, Illinois, recognizes the need to develop a new pickleball facility at the Linder Sports Complex to expand recreational opportunities for the community; and

WHEREAS, the City initiated a formal Request for Qualifications (RFQ) process in accordance with applicable state and local procurement guidelines to solicit qualifications from professional firms to provide master planning and architectural and engineering services related to the design and construction of the proposed pickleball facility on June 3, 2025; and

WHEREAS, four (4) firms submitted proposals in response to the RFQ by the posted submission deadline of 2:00 p.m. June 27, 2025; and

WHEREAS, City staff ranked the proposals and conducted follow up interviews with the top three (3) responding firms on July 7, 2025; and

WHEREAS, after a thorough review and evaluation by City staff, the firm of **Farnsworth Group** was determined to be the most qualified to provide the necessary design and construction-related services for the project; and

WHEREAS, the City of Charleston desires to proceed with entering into negotiations with the selected firm to finalize a scope of work and professional services agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHARLESTON, COLES COUNTY, ILLINOIS, that:

1. The City hereby accepts the selection of **Farnsworth Group** as the most qualified firm for the architectural and engineering services for the Linder Sports Complex Pickleball Facility.

2. The City Manager is authorized to negotiate a professional services agreement with **Farnsworth Group** for said project, subject to final approval by the City Council.

3. In the event that negotiations with Farnsworth Group are not successful, the City Manager is further authorized to enter into negotiations with the next most qualified architectural and engineering firm, as determined by the City's evaluation process, for the same services, subject to the City Council approval of any resulting agreement.

4. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

INTRODUCED this ____ day of _____ 2025.

PASSED this ____ day of _____ 2025.

APPROVED this ____ day of _____ 2025.

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mayor:				
<i>Brandon Combs</i>				
City Council:				
<i>Timothy Hutti</i>				
<i>Jeff Lahr</i>				
<i>Dennis Malak</i>				
<i>Tim Newell</i>				

Mayor

ATTEST:

City Clerk

City Council Regular Meeting

15)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

RESOLUTION: Authorizing Financing with Prairie State Bank & Trust for Fire Truck purchase.

STAFF RECOMMENDATION:

Approve.

Attachments

RES: Authorizing Financing for purchase of Fire Truck. with Prairie State B & T.

Exhibit A: Prairie State Bank & Trust Loan Proposal.

RESOLUTION

2025 – R – _____

RESOLUTION AUTHORIZING LOAN AGREEMENT: FLEET PURCHASES

WHEREAS, it is necessary for the City of Charleston to obtain a loan of not to exceed \$800,000 to purchase one (1) fire engine included in the fiscal year ending April 30, 2026 budget; and

WHEREAS, it is in the best interest of the citizens of the City of Charleston to execute loan documents which agree to the loan terms described in Exhibit A; and

WHEREAS, the loan has been obtained through Prairie State Bank and Trust for a period of five (5) years at an interest rate of 3.90% (or lower) annually; and

WHEREAS, the City of Charleston will be responsible for repayment of the principal and interest monthly;

NOW, BE IT THEREFORE RESOLVED by the City Council of the City of Charleston, Coles County, Illinois, that the City Manager is hereby authorized to sign all loan application forms and documents consistent with Exhibit A attached hereto and incorporated herein.

INTRODUCED this _____ day of _____ 2025.

PASSED this _____ day of _____ 2025.

APPROVED this _____ day of _____ 2025.

	Aye	Nay	Abstain	Absent
Mayor:				
<i>Brandon Combs</i>				
Council Members:				
<i>Jeff Lahr</i>				
<i>Tim Hutti</i>				
<i>Dennis Malak</i>				
<i>Tim Newell</i>				

Brandon Combs, Mayor

ATTEST:

Deborah Muller, City Clerk



Prairie State Bank & Trust

July 7, 2025

Mr. Mike White
Comptroller
City of Charleston
520 Jackson Ave
Charleston, IL 61920

RE: Financing Proposal

Dear Mr. White,

Prairie State Bank & Trust is pleased to provide The City with a proposal to finance the purchase of an E-One Rescue Pumper Truck. The finance terms offered will be as follows:

Borrower:	City of Charleston
Loan Amount:	\$780,630.00
Proposed Rate:	3.90%
Additional Rate Concessions:	Should PSB&T lower loan interest rates prior to the closing date on this loan, PSB&T agrees to adjust the rates commensurate with the decrease.
Term:	60 months
Amortization:	60 months
Payment:	Monthly principal and interest
Collateral:	E-One Rescue Pumper Truck
Prepayment Fee:	waived
Loan Fee:	waived

The above reference finance terms will expire on September 15, 2025. Should you have any questions, please feel free to contact me at 217.512.2350 or by email at cfaller@psbank.net.

Sincerely,

Chad Faller

Regional Director

621 W Lincoln Ave, Charleston, IL 61920

P: 217-512-2350 C: 217-361-5028

cfaller@psbank.net

NMLS#527483

City Council Regular Meeting

16)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

RESOLUTION: Authorizing a Special Scavenger License: Get It Gone, LLC.

STAFF RECOMMENDATION:

Approve.

Attachments

Application for Scavenger License.

RES: Authorizing a Special Scavenger License: Get It Gone, LLC.

**CITY OF CHARLESTON
APPLICATION FOR SCAVENGER LICENSE**

*Owner: Chelsy m. Lorance + Spencer L Ridey

*Contact: Chelsy m. Lorance

*Phone Contact Information: 217-508-0481 N/A 217-508-0548
(Work) (Home) (Cell)

*Email Address: office@getitgonedumpsters217.com

*Name of Business: Get It Gone LLC

*Business Address: 112 N Logan St (PO Box 31)
Oakland, IL 61943

APPLICATION REQUIREMENTS

Application for Scavenger Licenses shall be made to the Clerk and referred by the Clerk to the City Manager. If deemed advisable by City Manager, the Application shall go before Council for approval.

*Place of Disposal: Landfill 33 and/or Coles County Transfer Station

*Location of Vehicle Storage: 470 N Cord 2360 E Oakland IL 61943

*License shall be issued on order of City Council. Date approved: _____

1. ***Bond:** Applicant must file a bond in the sum of \$1,000.00 to indemnify the City for any damage, loss or liability resulting from the conduct of business by the licensee.

2. Type of License:

☐ -- **Standard License:** Collection of "garbage" and "rubbish" as defined in Section 4-3-1 of the Code.

☒ -- **Special License:** Box / Roll-off Container Collection of rubbish and combustible materials. Need not be completely watertight—subject to approval of City Manager.

3. ***Collection and Route Information:** Each hauler shall maintain on file with the City Clerk route information to include: **Street Sections served and Scheduled Collection Day(s).**

4. ***Information Required on Receptacles:** Each hauler shall provide each customer with curbside collection with an emblem(s) denoting the hauler's name. Such emblems shall be attached to each container and shall be readily visible for identification purposes. The minimum size font for the hauler's name shall be 4 inches in height.

5. ***Fees:**

Scavenger License:

The annual fee for the Scavenger License is \$100.00 per year. The license shall extend from July 15 for a period of one (1) year.

Vehicle Registration:

The annual fee for Vehicle Registration is \$50.00 per vehicle, per year, which shall extend from July 15 for a period of one (1) year.

6. ***Equipment List:**

Include the Make; Model; Color; VIN, and License Number of all vehicles on the attached Equipment List.

7 ***Affidavit:**

An executed and notarized Affidavit shall accompany this Application.

***Required Information—NOTE:** If any Items are missing or not completed, the application shall be deemed incomplete and therefore void. Only completed applications will be submitted to Council for approval.

NOTE: A Scavenger License may be transferable only upon approval by the Council. (*Title 4-3A-4 (D)*).

WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES



Effective Date: July 7th, 2025

Western Surety Company

LICENSE AND PERMIT BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 67547430

That we, Get It Gone LLC

of Oakland, State of Illinois, as Principal,
and WESTERN SURETY COMPANY, a corporation duly licensed to do surety business in the State of

Illinois, as Surety, are held and firmly bound unto the

City of Charleston, State of Illinois, as Oblige, in the penal

sum of One Thousand and 00/100 DOLLARS (\$1,000.00),
lawful money of the United States, to be paid to the Oblige, for which payment well and truly to be made,
we bind ourselves and our legal representatives, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the Principal has been
licensed Scavenger City of Charleston

_____ by the Oblige.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply
with the laws and ordinances, including all amendments thereto, pertaining to the license or permit
applied for, then this obligation to be void, otherwise to remain in full force and effect until
July 7th, 2026, unless renewed by Continuation Certificate.

This bond may be terminated at any time by the Surety upon sending notice in writing, by First Class
U.S. Mail, to the Oblige and to the Principal at the address last known to the Surety, and at the expiration
of thirty-five (35) days from the mailing of said notice, this bond shall ipso facto terminate and the Surety
shall thereupon be relieved from any liability for any acts or omissions of the Principal subsequent to said
date. Regardless of the number of years this bond shall continue in force, the number of claims made
against this bond, and the number of premiums which shall be payable or paid, the Surety's total limit of
liability shall not be cumulative from year to year or period to period, and in no event shall the Surety's total
liability for all claims exceed the amount set forth above. Any revision of the bond amount shall not be
cumulative.

Dated this 8th day of July, 2025.

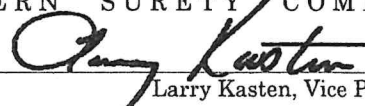
Get It Gone LLC

Principal

Principal

WESTERN SURETY COMPANY

By



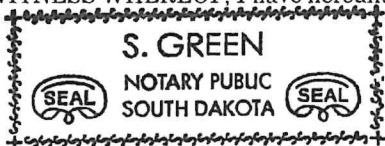
Larry Kasten, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

On this 8th day of July, 2025, before me, the undersigned officer, personally appeared Larry Kasten, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



My Commission Expires: February 12, 2027

S. Green
Notary Public — South Dakota

STATE OF _____ }
COUNTY OF _____ } ss

ACKNOWLEDGMENT OF PRINCIPAL
(Individual or Partners)

On this _____ day of _____, _____, before me personally appeared _____, known to me to be the individual _____ described in and who executed the foregoing instrument and acknowledged to me that _____ he _____ executed the same.

My commission expires _____, _____

Notary Public

STATE OF _____ }
COUNTY OF _____ } ss

ACKNOWLEDGMENT OF PRINCIPAL
(Corporate Officer)

On this _____ day of _____, _____, before me personally appeared _____, who acknowledged himself/herself to be the _____ of _____, a corporation, and that he/she as such officer being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as such officer.

My commission expires _____, _____

Notary Public



License or Permit No. _____

LICENSE AND PERMIT
BOND
As

of _____

State of _____

Name of Applicant _____

Address _____

Filed _____

Approved this _____

day of _____

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Larry Kasten of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Scavenger City of Charleston

bond with bond number 67547430

for Get It Gone LLC

as Principal in the penalty amount not to exceed: \$ 1,000.00.

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its
Vice President with the corporate seal affixed this 8th day of July,
2025.

ATTEST

L. Bauder

L. Bauder, Assistant Secretary

WESTERN SURETY COMPANY

By

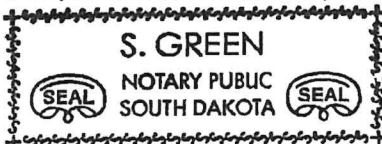
Larry Kasten

Larry Kasten, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 8th day of July, 2025, before me, a Notary Public, personally appeared
Larry Kasten and L. Bauder

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the
voluntary act and deed of said Corporation.



My Commission Expires February 12, 2027

Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.





Transaction Report & Invoice

CNA Surety
PO Box 957289
St Louis, MO 63195-7289

Principal Information: ID:

Get It Gone LLC
112 N Logan St

Oakland, IL 61943

Agency Code: 48-16883

American Advantage-Lindow Insurance, Inc.
P. O. Box 6
Waukesha, WI 53187

YOU CAN PAY ONLINE BY VISITING ONLINEPAY.CNASURETY.COM

Transaction Description:

Transaction Effective Date: 07/07/2025

Bond/Policy #: 67547430

Written By: Western Surety Company
Description: Scavenger City of Charleston
Obligee: City of Charleston

Effective Date: 07/07/2025
Expiration Date: 07/07/2026
Current Penalty: \$1,000.00
Renewal Method:

Gross Premium Charge: \$50.00
Commission Amount: \$15.00
Net Amount Due: \$35.00

Change Detail:

Agent: You may remove stub below to use as a billing/credit invoice

CNA Surety

INVOICE

CO. #	BOND/POLICY #	EFFECTIVE DATE	ANNIVERSARY DATE	PROCESS DATE	PENALTY
0601	67547430	07/07/2025	07/07/2026	07/08/2025	\$1,000.00
PRINCIPAL	Get It Gone LLC 112 N Logan St, Oakland, IL 61943				
RISK STATE	IL	WRITTEN BY Western Surety Company			
DESCRIPTION	Scavenger City of Charleston				
OBLIGEE	City of Charleston				
AGENCY CODE 48-16883	\$50.00				

Your agent is: American Advantage-Lindow Insurance, Inc.
P. O. Box 6
Waukesha, WI 53187

Western Surety Company

0003001 04816883000007072025 00601006754743000 00000000350007

Collection and Route Information

Get It Gone LLC provides specialty hauling services including estate-style cleanouts, bulk item pickups, furniture removals, and roll-off container rentals to all communities within a 50-mile radius of Oakland, Illinois. We do not provide standard weekly garbage service and do not operate on fixed municipal routes.



We do not restrict or exclude service based on street sections. All areas are eligible for service unless limited by local regulations, such as homeowner association (HOA) rules, municipal ordinances, or road limits that restrict curbside placement or roll-off container use. In such cases, we work directly with the customer to determine a compliant alternative, including driveway placement or scheduling a full-service removal instead of a container rental.

Our business hours are Monday through Friday from 7:00 a.m. to 5:00 p.m., with most service deliveries and pickups occurring between 8:00 a.m. and 4:30 p.m., unless deemed urgent by utility providers, municipalities, and/or the local health department. While schedules vary weekly based on customer needs, communities can generally expect roll-off container deliveries to be prioritized on Fridays and pickups on Mondays. Larger bulk-item or estate-style removals are often scheduled midweek. We do not maintain a set collection day for the Charleston community. We bundle services within the same community to reduce wear and tear on equipment and roadways, offering the most efficient service dates possible unless emergent needs arise or logistics make alternate scheduling necessary.

We will provide updates to this structure if operations change significantly or if a formal service route is established in the future.

Information Required on Receptacles

Get It Gone does not provide weekly garbage pick-up. All roll-off containers and Get It Gone LLC vehicles display business logos at or above the minimum required size. Many also include additional information, such as phone numbers and service descriptions, to ensure clear identification and compliance with local identification requirements.



Scavenger License Equipment List

NOTE: Please List the Make, Model, Color, Gross Vehicle Weight, VIN and License Number of all vehicles; then sign attached affidavit
Use additional pages if necessary.

Make: Ford
Model: F-800
Color: White
Gross Weight: 32,000 lbs
VIN: 1FDXKE4A2NVA12151
License #: 34 482 K

Make: Ford
Model: F-350
Color: White
Gross Weight: 10,500 lbs
VIN: 1FTSX31F8YEA16681
License #: 497154 D

Make: GMC
Model: C7500
Color: White
Gross Weight: 25,950 lbs
VIN: 1GDS7C1C44F9012662
License #: 104710 H

Make:
Model:
Color:
Gross Weight:
VIN:
License #:

Make:
Model:
Color:
Gross Weight:
VIN:
License #:

Make:
Model:
Color:
Gross Weight:
VIN:
License #:

Make:
Model:
Color:
Gross Weight:
VIN:
License #:

STATE OF ILLINOIS
CITY OF CHARLESTON
COUNTY OF COLES } ss.

AFFIDAVIT

I, the undersigned applicant for a Scavenger License in the City of Charleston, Illinois, do hereby swear that the previously-described vehicles represent a full and complete listing of all vehicles utilized in the course of operation of said business, and that I will duly notify the Office of the City Clerk of the City of Charleston should any changes with regard to ownership of vehicles occur.

Chelsy L
Applicant Signature

Chelsy Lorange
(Print Applicant Name)

Get It Gone LLC
Name of Scavenger Business

7/9/25
Date

Subscribed and Sworn to before me

This 9 day of July, 2025

Susan Marie Kercheval
Notary Public



RESOLUTION

2025 – R – ____

RESOLUTION AUTHORIZING A SPECIAL SCAVENGER LICENSE: GET IT GONE, LLC

WHEREAS, the City of Charleston regulates scavenger services within the City Limits as provided in Title 4, Chapter 3 of the City Code; and

WHEREAS, Get It Gone, LLC desires to provide special scavenger services within the Charleston City limits, desires to obtain a license for said services and has submitted an application for a special scavenger license; and

WHEREAS, said application and supporting documentation satisfy the requirements set forth by ordinance;

NOW, BE IT THEREFORE RESOLVED by the City Council of the City of Charleston that Get It Gone, LLC be issued a special scavenger license to conduct special scavenger services within the City of Charleston.

INTRODUCED to Council this ____ day of _____ 2025.

PASSED by Council this ____ day of _____ 2025.

APPROVED by Council this ____ day of _____ 2025.

	Aye	Nay	Abstain	Absent
Mayor:				
<i>Brandon Combs</i>				
City Council:				
<i>Timothy Hutti</i>				
<i>Jeff Lahr</i>				
<i>Dennis Malak</i>				
<i>Tim Newell</i>				

Mayor

ATTEST:

City Clerk

City Council Regular Meeting

17)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

RESOLUTION: Authorizing Execution of an Agreement with the International Union of Operating Engineers (IUOE), Local 841.

STAFF RECOMMENDATION:

Approve.

Attachments

RES: Authorizing Execution of Agreement with IUOE.

Exhibit A: IUOE Agreement (2025-2028).

RESOLUTION

2025 – R – ____

RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE INTERNATIONAL UNION OF OPERATING ENGINEERS (IUOE), LOCAL 841

WHEREAS, the City of Charleston and the International Union of Operating Engineers (IUOE), Local 841 have entered into a collected bargaining agreement, attached hereto as Exhibit A and incorporated herein by reference, with an effective date of May 1, 2025, and an expiration date of April 30, 2028; and

WHEREAS, it is in the best interest of the City of Charleston that said Agreement be entered into;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charleston, Coles County, Illinois, that the City Manager and City Clerk be and are hereby authorized and directed to execute the Agreement with the International Union of Operating Engineers (IUOE), Local 841, in accordance with the terms and conditions of said contract in the form of the document attached hereto as Exhibit A, and incorporated herein by reference.

INTRODUCED this ____ day of _____ 2025.

PASSED this ____ day of _____ 2025.

APPROVED this ____ day of _____ 2025.

	Aye	Nay	Abstain	Absent
Mayor:				
<i>Brandon Combs</i>				
City Council:				
<i>Timothy Hutti</i>				
<i>Jeff Lahr</i>				
<i>Dennis Malak</i>				
<i>Tim Newell</i>				

ATTEST:

Brandon Combs, Mayor

Deborah Muller, City Clerk

AGREEMENT

BY AND BETWEEN

THE CITY OF CHARLESTON, ILLINOIS

AND

THE INTERNATIONAL UNION OF OPERATING ENGINEERS

LOCAL NUMBER 841

MAY 1, 2025 THROUGH APRIL 30, 2028

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PREAMBLE

This Agreement is entered into by the City of Charleston, an Illinois Municipal Corporation, hereinafter referred to as the Employer, and the International Union of Operating Engineers, Local Number 841, hereinafter referred to as the Union.

The purpose of this Agreement is to provide an orderly collective bargaining relationship between the Employer and the Union representing the employees in the bargaining unit, and to make clear the basic terms upon which such relationship depends. It is the intent of both parties to work together to provide and maintain satisfactory terms and conditions of employment and to prevent as well as to adjust misunderstandings and grievances relating to employee wages, hours, and working conditions.

In consideration of the mutual promises, covenants and Contract contained herein, the parties hereto, by their duly authorized representatives and/or agents, do mutually covenant and agree as follows:

ARTICLE I – RECOGNITION

Section 1 – Unit Description:

The Employer hereby recognizes the Union as the sole and exclusive Bargaining Representative for the purpose of collective bargaining on matters relating to wages, hours, and other terms and conditions of employment of all the City of Charleston full time employees as certified under SLRB No. S-RC-87-66 in the City Water Department; the Parks and Recreation Department; Non-sworn Police Officers; and the Public Works Department which includes the Street Division, Wastewater Treatment Plant Division, Water Treatment Plant Division, Utility Division, and the Engineering Division; except and excluding all managerial, supervisory, and confidential employees in the job classifications of City Manager, Public Works Director, City Attorney, City Clerk and Deputy, Accounts Payable Clerk, Assistant City Planner, Building and Zoning Enforcement Officers, Assistant Public Works Director, City Comptroller, City Planner, Human Resource Director, Information Services Director, Maintenance Superintendent, Water Treatment Plant Superintendent, Wastewater Treatment Plant Superintendent, Utility Superintendent, Street Superintendent, Executive and Confidential Secretaries, Engineering Technicians, City Tourism Director, Director of Parks & Recreation, Business Manager, Athletic Supervisor, Recreation Supervisor, and Parks and Facilities Superintendent.

Section 2 – Supervisors

A.) Superintendents and other excluded supervisory personnel may continue to perform bargaining unit work which is incidental to their jobs. They may also perform bargaining unit work in emergency situations and where such work is necessary to train a bargaining unit employee. Such work by supervisory personnel shall not cause any layoffs of bargaining unit employees, or a reduction in their regular hours of work. Superintendents shall not be intentionally scheduled to cover a shift, but are allowed to fill in due to an emergency or otherwise unplanned event.

B.) The Maintenance Superintendent may continue to mow grass during mowing season up to twenty (20) hours per week. The Maintenance Superintendent who is allowed to mow shall not mow in any week when he is assigned on any day of that week to supervise five (5) or more employees, excluding mechanics.

Section 3 – Short Term Employees:

The Employer may utilize the services of short term and part time employees to perform bargaining unit work in accordance with past practice, so long as the utilization does not cause any layoffs or reductions in regular hours of the work of existing employees. A part time employee shall be defined as someone who is not a short-term employee and who is normally scheduled to work less than thirty (30) hours per week. Before hiring part time employees, the Employer shall consider the needs of full-time employment.

Short term employees shall be defined as in the Illinois Public Labor Relations Act. Short term and part time employees shall not operate heavy equipment, flag, or work in utility trenches unless prior experience is verified. Part time and short-term employees shall not replace any Bargaining Unit Employees.

If legal and known, the offenses of Community Service Workers shall be disclosed to personnel assigned to work with them.

ARTICLE II – NEW CLASSIFICATIONS AND VACANCIES

Section 1 – New Classifications:

When the Employer finds it necessary to create a new job classification, the work of which falls within the scope of the bargaining unit, the Employer and the Union agree to jointly petition the State Labor Board to seek the necessary unit classification.

If the inclusion of a new position classification is agreed to by the parties or found appropriate by the Labor Board, the parties shall negotiate as to the proper pay grade for the classification. If no agreement is reached within thirty (30) calendar days from the date its inclusion was determined, the Union may appeal the proposed pay grade to the 2nd step of the grievance procedure.

The 2nd step grievance committee or arbitrator shall determine the reasonableness of the proposed salary grade in relationship to:

- A.) The job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the Employer's workforce;
- B.) Like positions with similar job content and responsibilities within the labor market generally;
- C.) Significant difference in working conditions to comparable position classifications.

The pay grade originally assigned by the Employer shall remain in effect pending the decision.

If the decision of the 2nd step grievance committee or arbitrator is to increase the pay grade of the position classification, such rate change shall be applied retroactive to the date of its installation. Upon installation of the new position classification, the filling of such position classification shall be in accordance with Section 2 of this Article.

Section 2 – Vacancies:

Vacancies shall be created in each department and filled in accordance with the Personnel Code of the Employer. The Employer shall notify the Union in writing within seven (7) working days of filling departmental vacancies. Notice shall include the name, address, and phone number of the employee as well as the position filled.

ARTICLE III – NON-DISCRIMINATION

Section 1 – Equal Employment Opportunity:

The Employer will continue to provide equal employment opportunity for all employees, and develop and apply equal employment practices.

Section 2 – Prohibition Against Discrimination:

Both the Employer and the Union agree not to illegally discriminate against any employee on the basis of race, sex, creed, religion, color, marital or parental status, age, national origin, political affiliation and/or beliefs, mental or physical handicap, or sexual orientation.

Section 3 – Non-Discrimination:

Neither the Employer nor the Union shall discriminate against any employee covered by this Agreement because of membership or non-membership in the Union, or authorized activity as required by this Agreement on behalf of the members of the Union.

ARTICLE IV – MANAGEMENT RIGHTS

Subject to the provisions of this Agreement, the management of the operations of the Employer, the determination of its policies, budget, and operations, the manner of exercise of its statutory functions and the direction of its work force, including but not limited to the right to hire, promote, demote, transfer, allocate, assign and direct employees; to establish the number and classification of positions; to discipline, suspend, and discharge for just cause; to relieve employees from duty because of lack of work or other legitimate reasons; to make and enforce reasonable rules of conduct and regulations; prepare, issue and enforce safety regulations necessary for the safe operation of the City; to determine the departments, divisions, and sections and work to be performed by employees therein; to determine quality; to determine the number of hours of work and shifts per workweek, if any; to establish and change work schedules and assignments; the right to introduce methods of operations; to eliminate, relocate, or transfer work and to maintain efficiency in each department is vested exclusively in the Employer, provided the exercise of such rights by management do not conflict with the provisions of this Agreement. Any issue which neither addresses nor abridges the provisions contained in the Agreement is the exclusive right and province of the Employer, including those rights that are granted by Statute.

It is understood and agreed that any of the rights, powers, or authority the City has prior to the signing of this Agreement are retained by the City except those specifically abridged, granted, or modified by this Agreement.

ARTICLE V – SUBCONTRACTING

Section 1 – General Policy:

It is the general policy of the Employer to continue to utilize employees to perform work they are qualified to perform. However, the Employer reserves the right to contract out any work it deems necessary in the interests of economy, improved work product, or emergency.

Section 2 – Notice and Discussion:

Absent an emergency situation, prior to the Employer changing its policy involving departmental subcontracting of work in a bargaining unit area, when such change from past practice results in loss of work of bargaining unit employees, the Employer shall notify the Union and offer the Union an opportunity to discuss and participate in considerations over the desirability of such subcontracting of work, including means by which to minimize the impact of such on employees.

ARTICLE VI – NO STRIKE / NO LOCKOUT

Section 1 – No Strike/No Lockout Commitment:

A.) Neither the Union nor any employee will call, initiate, authorize, participate in, sanction, encourage, or ratify any work stoppage, slow down, or the concerted interference with the full, faithful and proper performance of the duties of employment with the Employer during the term of this Agreement. Failure to cross a picket line by whomever established, is concerted action and subject to the penalties of Section 3 of this Article, if refusal to cross such picket line interferes with the full, faithful and proper performance of the employee's job duties. Safe conduct through such picket line shall be provided by the Employer.

B.) The Employer agrees not to lockout the employees during the term of this Agreement.

C.) The Employer shall require construction gates on its construction sites and will take such other actions within its authority to minimize the possibility of employees having to cross a picket line.

Section 2 – Resumption of Operations:

In the event of action prohibited by Section 1 of this Article, the Union immediately shall disavow such action and request the employees to return to work, and shall use its best efforts to achieve a prompt resumption of normal operations. The Union, including its officials and agents, shall not be liable for any damages, direct or indirect, upon complying with the requirements of this Section.

Section 3 – Discipline of Strikers:

Any employee who violates the provision of Section 1 of this Article shall be subject to immediate discharge. Any action taken by the Employer against any employee who participates in action prohibited by Section 1 shall not be considered as a violation of this Agreement and shall not be subject to the provisions of the grievance procedure, except that the issue as to whether an employee in fact participated in a prohibited action shall be subject to the grievance and arbitration procedure.

ARTICLE VII – UNION BUSINESS, DUES

Section 1 – Union Access to Employer Premises:

Duly authorized non-employee representatives of the union will be allowed to enter upon the Employer's premises when necessary for purposes of administration of this Agreement. Such activities will be conducted with minimal interruptions of the Employer's operations. The Union Representative shall notify the City Manager or his designee of any contractual issues pertaining to such visits. The Employer shall provide space for a file cabinet for Union records

in a location suitable to both parties. The Employer shall allow the Union to use certain City facilities for meetings provided the space is available, the Union schedules the meeting in advance, and the City facilities are not misused.

Section 2 – Union Business on Employer Time:

There will be no union activity or business conducted by employees during their working hours, unless a duly authorized union official or steward employed by the Employer is relieved of his duties to engage in or conduct Union business. Such employee shall advise his immediate supervisor of such circumstances and request to be relieved of his duties for the period necessary to handle the matter. Permission shall be granted unless the supervisor determines that the employee cannot be released because of the Employer's operational requirements. Such permission shall not be unreasonably withheld.

Section 3 – Designation of Union Stewards:

The Union will notify the Employer in writing of the designation of any employees as union stewards and of any changes in such designations.

Section 4 – Dues Deduction:

The Employer shall deduct monthly from the pay of each bargaining unit "member" employee from whom it has received a written authorization to do so, the amount certified by the Union to be the amount required for payment of monthly membership dues and uniform initiation fees, and remit the sums deducted to the Union within twenty (20) days after deductions are made.

****NOTE:** All previous Agreements between the union (IUOE Local 841) and the City of Charleston contained "fair share" language in Sections 5-8 of this section in the Agreement. The U.S. Supreme Court ruled public sector fair share fees to be unconstitutional in the case Janus vs. APSCME Council 31. If fair share agreements are made legal by court decision or law during the life of this Agreement, the previous share language from Article VII Sections 5-8 of our Agreement expiring 4/30/2021 shall be added to this Article of this Agreement and be effective immediately.

Section 5 – Termination of the Deduction:

The Employer shall be relieved from making the above deductions upon termination of employment, transfer from the bargaining unit, or revocation of the authorization. And the Employer shall not be obligated to deduct dues from an employee's pay during any month in which the employee's pay is less than the amount to be deducted.

Section 6 – Indemnification:

The only obligation of the Employer is to deduct and remit the certified amount to the Union. The Employer shall bear no obligation or liability to the Union or any employee for any mistakes made in compliance with said obligation. The Union shall indemnify, defend and hold harmless the Employer, its officers, agents, and employees from and against any and all claims, demands, actions, complaints, suits, or any other forms of liability that shall arise out of or by reason of any action by the Employer for the purpose of complying with this Article VII or

reliance upon any list, form, notice, certification, or assignment furnished pursuant to the provision hereof.

ARTICLE VIII – PERSONNEL FILES

Section 1 – Personnel Files:

The Employer shall keep a central personnel file within the bargaining unit for each employee. Employer is free to keep working files, but materials not maintained in the central personnel file may not provide the basis for disciplinary or other action against an employee.

Section 2 – Inspection:

Upon the request of an employee, the Employer shall reasonably permit an employee to inspect his personnel file subject to the following:

- A.) Such inspection shall occur immediately following receipt of the request;
- B.) Such inspection shall occur during daytime working hours Monday through Friday;
- C.) The Employee shall not be permitted to remove any part of the personnel file from the premises but may obtain copies of any information contained therein upon payment for the cost of copying;
- D.) Upon written authorization by the requesting employee, in cases where such employee has a written grievance pending, and is inspecting his file with respect to such grievance, that employee may have a representative of the Union present during such inspection and/or may designate in such written authorization that said representative may inspect his personnel file subject to the procedures contained in this Article.

Pre-employment information, such as reference reports, credit checks or information provided to the Employer with a specific request that it remain confidential shall not be subject to inspection or copying.

Section 3 – Notification:

Employees shall be given immediate notice by the Employer when a formal, written warning or other disciplinary documentation is permanently placed in their personnel file.

Section 4 – Limitation on Use of File Material:

It is agreed that any material and/or matter not available for inspection, such as provided in Section 1 and 2 of this Article shall not be used in any manner or any form adverse to the employee's interests.

ARTICLE IX – DISCIPLINE AND DISCHARGE

Section 1 – Description:

The parties recognize the principal of progressive and corrective discipline. Giving consideration to the severity of the infraction, reasonable disciplinary action may include, but not be limited to the following:

- 1.) Oral Reprimand
- 2.) Written Reprimand
- 3.) Suspension (notice to be given in writing)
- 4.) Demotion
- 5.) Discharge

The Employer may initiate disciplinary probation as a condition of continued employment. The City agrees that any allegation of unreasonable application of its rules and regulations shall be subject to the grievance procedure. The City shall not discipline or discharge any post-probationary employee without just cause. The City further agrees that disciplinary action shall be done in timely fashion. If the Employer has reason to reprimand an employee it shall be done in a manner that will not embarrass the employee before other employees or the public.

Section 2 – Limitation:

The Employer's agreement to use progressive and corrective disciplinary action does not prohibit the Employer in any case from imposing discipline which fits the severity of the offense. The Employer shall notify both the employee and the Union of disciplinary action. Such notification shall be in writing and shall reflect the specific nature of the offense.

Section 3 – Investigatory Interviews:

When the Employer desires to conduct an investigatory interview of an employee where the results of the interview might result in discipline, the Employer agrees to first inform the employee that the employee has a right to Union representation at such interview. If the employee desires such Union representation, no interview shall take place without the presence of a Union representative. The role of the Union representative is limited to assisting the employee, clarifying the facts, and suggesting other employees who may have knowledge of the facts.

ARTICLE X – GRIEVANCE PROCEDURE

Section 1 – Grievance Defined:

A grievance is defined as any unresolved difference between the Employer and the Union or any employee regarding the application, meaning, or interpretation of this Agreement, so long as the employee signs the grievance.

This grievance procedure is subject to and shall not conflict with any provisions of the Illinois Public Labor Relations Act.

Section 2 – Oral Grievance:

In the interest of resolving disputes at the earliest possible time, it is agreed that an attempt to resolve a dispute shall be made between the employee and his immediate Superintendent or Supervisor. The employee shall orally make his grievance to his Superintendent or Supervisor within three (3) working days of the incident giving rise to the grievance. The Superintendent or Supervisor will notify the employee of the decision within two (2) working days following the day when the oral grievance was made. Settlements or withdrawals at this step shall not constitute a precedent in the handling of other grievances. In the event of an oral grievance, the employee shall first complete his assigned work task and grieve later.

Section 3 – Representation:

Grievances may be processed by the Union on behalf of an employee or on behalf of a group of employees. The Employer may file contract grievances directly at Step 3 as outlined in

Section 8 of this article. Either party may have the grievant or one grievant representing group grievants present at any Step of the grievance procedure, and the employee is entitled to Union representation at each and every Step of the grievance procedure upon his request.

Union grievances may be filed on behalf of two (2) or more employees when the same facts, issues, and requested remedy apply to all employees in the group.

Section 4 – Subject Matter:

Only one subject matter shall be covered in any one grievance. A grievance shall contain a statement of the grievant's position, the Article and Section of the Agreement alleged to have been violated, the date of the alleged violation, the relief sought, and the signature of the grieving employee(s) and the date.

Section 5 – Time Limitations:

Grievances may be written at any Step of the grievance procedure without precedent. Grievances not appealed to the next Step within the designated time limits will be treated as withdrawn grievances.

The Employer's failure to respond within the time limits shall not find in favor of the grievant, but shall automatically advance the grievance to the next Step, except Step 3. Failure to respond at Step 2 for a period of ten (10) days shall automatically advance the grievance to Step 3. Time limits may be extended by mutual agreement.

Section 6 – Grievance Processing:

No employee or Union representative shall leave his work assignment to file or process grievances without first securing permission of his Superintendent or Supervisor. In the event of a grievance, the employee shall always perform his assigned work task and file his grievance at the conclusion of his work assignment, unless the employee reasonably believes that the assignment endangers his safety. Grievances shall not be investigated during working hours unless mutually agreed between the Union and the City Manager or his designee that an investigation would expedite the grievance process.

Section 7 – Grievance Meetings:

A maximum of two (2) employees (the grievant and/or Union Steward) per work shift shall be excused from work with pay to participate in a Step 1 or Step 2 grievance meeting. The employee(s) shall only be excused for the amount of time reasonably required to represent the grievance. The employee(s) shall not be paid for any time during which a grievance meeting occurs outside of the employee's work shift.

Section 8 – Steps in Procedure:

For purposes of this Article only, working day means any day that the administrative offices of the City are open. Disputes arising under this Agreement shall be resolved as follows:

Step 1 – If no agreement is reached between the employee and the Superintendent or Supervisor, as provided for in Section 2 – Oral Grievances, the Union shall prepare a written grievance on a form supplied by the Employer and presented to the Department Head no later than three (3) working days after the employee was notified of the decision by the Superintendent or Supervisor. Within three (3) working days after the grievance has been submitted, the Department Head shall meet with the grievant and a Union Steward to discuss the grievance and make a good faith attempt to resolve the grievance. The Department Head shall respond in writing to the grievant and the Union within three (3) working days following the meeting.

Step 2 – If the grievance is not settled at Step 1, the grievance may be referred in writing

within three (3) working days after the decision of the Department Head, to the City Manager or his designee. Within ten (10) working days after the grievance has been filed at Step 2, the City Manager or his designee shall meet with the Union and the grievant to discuss the grievance and make a good faith effort to resolve the grievance. The City Manager or his designee shall respond in writing to the grievant and the Union within three (3) working days following the meeting.

Step 3 – If the dispute is not settled at Step 2, the matter may be submitted to arbitration within ten (10) working days after the City Manager's written decision or the expiration of the three (3) working day period if the City Manager or his designee fails to render a written decision. Within ten (10) working days after the matter has been submitted to arbitration, a representative of the Employer and the Union shall meet to select an arbitrator from a list of mutually agreed upon arbitrators. If the parties are unable to agree on an arbitrator within ten (10) working days after such meeting, the parties shall request the State Labor Relations Board to submit a list of five (5) arbitrators. Either party shall have the right to reject an entire list of arbitrators. The arbitrator shall be selected from the list of five (5) by alternate strikes by the Employer representative and the Union. The Employer and the Union shall take turns as to the first strike with the party asking for arbitration striking first. The person whose name remains on the list shall be the arbitrator, provided that either party before striking any names shall have the right to reject one (1) of the arbitrators on the list. The arbitrator shall be notified of his selection by a joint letter from the Employer and the Union. Such letter shall request the arbitrator to set a time and place for the hearing subject to the availability of the Employer and Union representatives, and shall be notified of the issue where mutually agreed upon by the parties. All hearings shall be held at a neutral site in the City of Charleston, Illinois, unless otherwise mutually agreed.

The Arbitrator shall have such other authority as provided in the Illinois Uniform Arbitration Act or the State Labor Relations Act.

Once a determination is made that the matter is arbitrational or if such preliminary determination cannot be reasonably made, the arbitrator shall then proceed to determine the merits of the dispute.

The expenses and fees of arbitration and the cost of the hearing room shall be shared equally by the Employer and the Union. Cost of arbitration shall include the arbitrator's fees, room cost, and transcription costs if any. Nothing in this Article shall preclude the Employer and the Union from agreeing to use expedited arbitration procedures. The decision and the award of the arbitrator shall be made within thirty (30) days following the hearing and shall be final and binding on the Employer, the Union, and the employee(s) involved. The arbitrator shall have no power to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement.

ARTICLE XI – SENIORITY

Section 1 – Definition:

As used herein, the term "seniority" shall refer to and be defined as the continuous length of service or employment within the City from the date of last hire. Effective May 1, 2000, employees transferred from one department to another department, and in the case of the Public

Works Department, from one division to another division, shall carry seniority for vacation and base pay only.

Section 2 – Probation Period:

An employee is a “probationary employee” for his first six (6) months of employment. No matter concerning the discipline, layoff, or termination of a probationary employee shall be subject to the grievance and arbitration procedures. A probationary employee shall have no seniority, except as otherwise provided in this Agreement, until he has completed his probationary period. Upon completion of his probationary period, he will acquire seniority from his date of hire. A probationary employee shall have no seniority, except as to other probationary employees, and except as otherwise provided in this Agreement.

Section 3 – Seniority Lists:

The Employer and the Union agree that within thirty (30) days of the execution of this Agreement, seniority lists shall be posted in each Department for each job classification, setting forth the present seniority dates for all employees covered by this Agreement. Such lists shall be used to resolve all questions to seniority within each department and division affecting employees covered under this Agreement or employed at the time this Agreement becomes effective. Disputes as to the seniority listing shall be resolved through the grievance procedure.

Section 4 – Termination of Seniority:

An employee shall be terminated by the Employer and his seniority broken when he:

- A.) Quits; or
- B.) Is discharged for just cause; or
- C.) Is laid off pursuant to the provisions of this Agreement for a period of twenty-four (24) months; or
- D.) Accepts full-time gainful employment while on an approved leave of absence from his Department unless such employment is approved in connection with the request for leave; or
- E.) Is absent for three (3) consecutively scheduled workdays without proper notification or authorization unless an emergency prevents such notification; or
- F.) Fails to return to work at the conclusion of an approved leave of absence for a period of three (3) consecutive days; and
- G.) Is off due to illness or injury incurred on or off the job for a period of twenty-four (24) months or more.

Section 5 – Seniority While on Leave:

Employees will continue to accrue seniority credit for the time spent on authorized unpaid leaves of absence under Article XVI, Section 3, or Article XVIII, Section 1, but the employee shall not accrue vacation, sick leave, personal business leave, holiday pay, or any other paid time off. Effective the pay period following the injury, the holidays, vacation, personal leave, sick leave, or other paid leave shall not accrue or be paid during absence due to worker’s compensation leave.

ARTICLE XII – JOB SECURITY, PROMOTIONS AND TRANSFERS

Section 1 – Reduction in Force:

A.) There has not been a layoff of City employees for a period of over ten (10) years. The City acknowledges that a reduction in work force would be a significant deviation from past practice and that its policy is to achieve any desired reduction in work force through attrition.

B.) The parties agree that any significant reduction in available revenues to the City could require a reduction in work force.

Section 2 – Promotion From Within:

A.) The parties agree that promotion or shift transfers within a given department to higher positions within that department may be made by promoting or transferring a member of that department to the higher or open position which becomes available, whenever possible, and if a qualified individual is available and makes written application for the position. Openings for available positions shall be posted for a period of not less than one week. Any application filed after the one week posting will not be considered. It is strictly understood by both parties that the final determination for filling job openings shall remain vested with the City, and the City agrees that it will not act capriciously or arbitrarily in its determination.

B.) Vacancies for lead men in each department (known as “foreman” or “supervisor”) shall be filled with bargaining unit employees with three (3) or more years of service in that department where the vacancy for the lead position exists.

Section 3 – Transfer of Employees:

An individual employee shall not be permanently transferred to another department or division, as in the case in the Public Works Department, during the term of this Agreement without the employee’s consent.

Section 4 – Qualifications and Job Descriptions:

Any employee may, upon request, request a job description and qualification sheet for purposes of acquiring the training and/or certifications necessary for advancement and/or transfer to or within the different departments.

ARTICLE XIII – LAYOFF

Section 1 – Layoff:

In the event the Employer determines a layoff is necessary, employees shall be laid off within each particular job classification and department or division, as in the case of the Public Works Department, in the reverse order of their seniority unless compliance with State and Federal Law requires otherwise.

Section 2 – Layoff Order:

Probationary employees, temporary, and part-time employees shall be laid off first; then full-time employees shall be laid off in reverse order of their seniority. Individual employees shall receive notice in writing of the layoff not less than fourteen (14) days prior to the effective date of such layoff.

Section 3 – Recall:

Employees shall be recalled from layoff within each particular job classification and department or division, as in the case in the Public Works Department, according to their seniority. No new employees at all shall be hired until all employees on layoff, in that particular job classification desiring to return to work, shall have been given the opportunity to return to work. Recall rights under this provision shall terminate twenty-four (24) months after layoff.

In the event of recall, eligible employees shall receive notice of recall either by actual notice or by certified mail, return receipt requested. It is the responsibility of all employees eligible for recall to notify the Department Head of their current address. Upon receipt of the notice of recall employees shall have five (5) working days to notify the Department Head of their acceptance of the recall. The employee shall have five (5) working days thereafter to report to duty.

ARTICLE XIV – HOLIDAYS

Section 1 – Paid Holidays:

Except in cases of emergency, all full-time employees shall receive holiday leave and be paid for the following days if they fall on a regularly scheduled workday:

New Year's Day	Veteran's Day
President's Day	Thanksgiving Day
Good Friday	Day after Thanksgiving
Memorial Day	Christmas Eve
Independence Day	Christmas Day
Labor Day	

If a holiday falls on a scheduled day off, the employee has the option of taking eight (8) hours pay in lieu of time off, or asking the Employer for the day off during the workweek if it can be scheduled without the Employer incurring overtime. Holiday pay shall be applied as written in Article XVIII, Section 8 of this Agreement. For purposes of determining when a holiday is to be taken by an employee, time off for holidays is granted on the date observed by the Employer as the holiday.

Section 2 – Working on Holidays:

Employees required to work on a holiday that is not their regularly scheduled workday, shall be paid time and one-half for actual hours worked plus their holiday compensation. Employees may elect to accept compensatory time in lieu of compensation during the same workweek in which the holiday falls.

Section 3 – Holiday Eligibility Requirements:

In order to be eligible for holiday pay, employees must work their last regularly scheduled workday immediately preceding and the first regularly scheduled workday immediately following the holiday, unless they are excused in writing by the Department Head from compliance with this requirement. Excuses shall be granted for failure to work either the day before and/or the days after a holiday because of vacation, personal leave, sick leave supported by a doctor's certificate, or other approved leave with pay. Other reasonable excuses may be granted by the Department Head.

ARTICLE XV – VACATIONS

Section 1 – Vacation Leave:

All permanent full-time employees shall earn vacation time. Employees on leave of absence of any kind or layoff shall not accrue vacation time. Eligible employees employed by the Employer prior to April 30, 1989 shall earn vacation time in accordance with the following schedule:

Continuous Employment Period	Accrual Rate	Maximum Accrual	Yearly Accrual
Beginning 20 th Yr.	- -	460 Hrs.	- -
Beginning 15 th Yr.	16.67 Hr./Mo.	384 Hrs.	200 Hrs.
Beginning 10 th Yr.	13.33 Hr./Mo.	307 Hrs.	160 Hrs.
Beginning 5 th Yr.	10.00 Hr./Mo.	230 Hrs.	120 Hrs.
Beginning at Date of Employment	6.66 Hr./Mo.	154 Hrs.	80 Hrs.

Eligible employees hired after May 1, 1989 shall earn vacation time in accordance with the following schedule:

Continuous Employment Period	Accrual Rate	Maximum Accrual	Yearly Accrual
Beginning 20 th Yr.	16.67 Hr./Mo.	384 Hrs.	200 Hrs/5 Wk.
Beginning 14 th Yr.	13.33 Hr./Mo.	307 Hrs.	160 Hrs/4 Wk.
Beginning 7 th Yr.	10.00 Hr./Mo.	230 Hrs.	120 Hrs/3 Wk.
Beginning 2 nd Yr.	6.66 Hr./Mo.	154 Hrs.	80 Hrs/2 Wk.
Beginning at Date of Employment	3.33 Hr./Mo.	80 Hrs.	40 Hrs/1 Wk.

Employees hired after May 1, 2000 shall accrue vacation leave at a maximum rate of 13.33 hours per month beginning their fourteenth (14th) year of continuous employment with the City.

Section 2 – Accrual:

Employees shall not be required to take vacation time off during their first year of employment; however, in year's two, three, and four, employees shall be required to take a minimum of forty (40) hours vacation time off per employment year. Commencing after the fourth year of employment and for all years thereafter employees shall be required to take a minimum of eighty (80) hours vacation time off per year of employment. In the event an employee fails to take the minimum vacation as set forth herein, said required vacation time may, at the City's sole discretion, be waived and forfeited.

Employees accruing one hundred twenty (120) hours or more per calendar year may request a maximum of eighty (80) hours vacation pay in lieu of time off after they have used

eighty (80) hours of vacation leave time off in a calendar year. No employee may accrue more than four hundred sixty (460) hours vacation pay.

Section 3 – Vacation Pay:

All vacation leave will be paid for at the regular hourly rate and on the basis of eight (8) hours per day. An employee may not use sick leave or any other paid time during the two-week notice required pursuant to this Section. Upon retirement or death, the employee or his beneficiary shall be paid for accrued vacation leave.

Section 4 – Vacation Requests:

Except for an occasional day which is taken as vacation leave, all employees who desire priority in vacation scheduling must submit, in writing to the Superintendent or Department Head, a schedule of desired vacation prior to March 1st of each year. Conflicts in scheduling will be resolved in favor of the most senior employee. Other vacation requests shall be granted on a first come – first served basis, subject to operating needs. Vacation shall be used in not less than two (2) hour increments subject to approval by the Superintendent or Department Head. The Superintendent or the Department Head shall have the right to alter any schedule if he deems it to be for the best interest of the Division or Department to do so. No employee shall be entitled to priority in selecting his vacation for more than eighty (80) hours in each calendar year. Vacation hours may not be carried over from year to year beyond the maximum accrual permitted in Sections 1 and 2. Conflicts between employees of different bargaining units within the same department shall be resolved on the basis of first come first served. The Department Head or Superintendent shall either approve or deny vacation requests within fourteen (14) working days of the request. Employees within the Public Works Department shall not use more than eighty (80) hours of vacation leave between May 1 and October 31 of each year.

ARTICLE XVI – SICK LEAVE

Section 1 – Allowance:

It is the policy of the City of Charleston to provide protection for its full-time employees against loss of income because of illness. All eligible employees are encouraged to save as much sick leave as possible to meet serious illness situations. Sick leave is to be used for illness.

Section 2 – Accumulation:

For employees, sick leave will be granted at the rate of eight (8) hours per month of service. Sick leave may accumulate to a total of two thousand four hundred (2400) hours {three hundred (300) eight (8) hour days}. Any accumulation above three hundred (300) days may be credited to IMRF early retirement as provided by law. Sick leave procedure and use shall be applied as described in the current City of Charleston Personnel Code.

Section 3 – Procedures:

No employee will be permitted to take sick leave if it has not yet been earned. Sick leave shall be paid at full pay at the current rate of compensation. Sick leave shall be used in not less than one (1) hour increments.

Sick leave may be utilized by employees when they are sufficiently ill so that good judgment would determine it best not to report to work; or in the event of injury not arising out of (or in the course of) their employment; or for the care of his ill spouse, or dependent children when the spouse is not available. Accrued sick leave may also be used for life-threatening illnesses or injury of parents, children, or siblings. Time used under this provision shall be included in the time off allowed under the provisions of FMLA. All foreseeable leave for such purposes shall require a specific prior approval of the Human Resource Director, and may require the certificate of a physician giving information as to the circumstances involved. For the purposes of determining the twelve (12) month period during which an employee is entitled to up to twelve (12) weeks of family and medical leave, the parties agree that such twelve (12) month periods shall constitute a rolling twelve (12) month period.

Requests for sick leave must be made personally by the employee to the Superintendent or Department Head within thirty (30) minutes of the start of the work shift. Another person may make such request on behalf of the employee if the employee is critically ill or hospitalized.

Employees who are unable to return to work upon expiration of sick leave benefits and all other authorized benefit time must request a leave of absence without pay, which shall be granted for a maximum leave period of twenty-four (24) months after such request. Upon the expiration of sick leave benefits and all other authorized benefit time, the Employer shall notify the employee of such expiration. The employee shall then have thirty (30) days after such notice to comply with this provision. Failure to apply for a leave of absence for extended illness will result in automatic termination.

Notice of an employee's desire to return to work after an illness of ten (10) consecutive working days or more must be given to the Superintendent or Department Head no less than twenty-four (24) hours in advance.

Any absence of three (3) working days or longer may require a physician's statement of release and verification substantiating that he may return to work. In addition, the Superintendent or Department Head may request a physician's statement of verification of absence of shorter periods of time in cases of repeated absences of periods less than three (3) days. The Superintendent or Department Head may also require the employee to be examined by a physician of the Employer's choice and at the expense of the Employer.

Section 4 – Compensation for Accumulated Sick Leave:

- A.) Upon retirement or death, the employee or his beneficiary will be paid for accrued sick leave up to four hundred eighty (480) hours on a one for one basis. Accrued sick leave in excess of four hundred eighty (480) hours shall be paid for on a two for one basis.
- B.) Any employee who resigns or is laid off shall be compensated for accrued sick leave on a two for one basis.
- C.) Discharged employees shall receive no benefits under these provisions.
- D.) No employee will be entitled to any of the sick leave pay-outs for retirement or resignation unless two (2) weeks' working (on-the-job) notice is received by the Employer.

Section 5 – Sick Leave Misuse Sanctions:

For the purposes of the provisions contained in this Article, misuse of sick leave is the utilization of such for reasons other than those stated in Sections 1 and 3 of this Article.

Upon sufficient evidence of the misuse of such sick leave, the employee shall not be paid for such sick leave. Misuse of sick leave shall subject the employee to disciplinary action pursuant to the terms of this Agreement. All employees shall agree to cooperate fully with the Employer in verifying illness.

Section 6 – Sick Leave Transfer:

Personnel may permanently transfer sick leave (40 hours maximum per year) to another City employee provided said leave is not misused or either employee is not subject to discharge, and the City Manager approves such a request. Personnel must make their request in writing to the City Manager.

ARTICLE XVII – LEAVES OF ABSENCE

Section 1 – Discretionary Leave:

A.) The Department Head may recommend and the City Manager may grant leaves of absence, without pay or salary, to employees under his supervision for job-related reasons (such as further training or study) which will enable employees to perform their usual and customary duties with greater efficiency and expertise; or for other valid reasons (such as prolonged illness of the employee, his spouse, or his child or children, or childbirth).

B.) The Employer may assure an employee who is granted such leave, that the employee's position, or job, will be restored to him at the conclusion of such leave, provided however, that the employee's employment by the Employer might and could be terminated if, during the period of such leave the employee's position or job were to be eliminated by action of the Employer; or the enactment or amendment of State or Federal legislation which would result in the elimination of such position or job. In that event, any person hired to fill the employee's position, or to perform his usual and customary duties during the employee's leave will be discharged so as to permit such employee to resume employment.

C.) No leave shall be granted for a period exceeding one hundred eighty (180) consecutive calendar days, nor shall any employee be granted a leave, or leaves totaling more than one hundred eighty (180) days in a given calendar year without the approval of the City Manager.

Section 2 – Personal (Business) Leave:

A.) The Employer agrees that all full-time personnel shall be entitled to twenty-four (24) hours of personal business leave each calendar year. The Superintendent or Department Head shall approve and record the personal business days for their employees. The days must be used in the year earned in one (1) hour increments and are not meant to be personal holidays. They are to be used only to transact personal business that cannot otherwise be transacted by the employee.

B.) Upon the request of the Superintendent or Department Head, the employee shall verify the nature of the business transacted, but shall not be required to reveal the details thereof.

C.) The employee shall give the Superintendent or Department Head a minimum of four (4) hours' notice prior to the desired use of personal business leave. Such requests for use of personal business leave may be denied by the Superintendent or Department Head for the operating needs of the Division or Department, but such requests shall not be unreasonably denied.

D.) Personal leave shall be prorated for new employees and departing employees who give two (2) weeks working notice.

Section 3 – Bereavement Leave:

All full-time employees may be granted an emergency leave of absence with pay in the case of the death of a member of the employee's immediate family. Immediate family is defined as spouse, child (including a child whom the employee has helped to raise), mother, father, step-parents, step-child, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandchild, grandparents, or guardian of the employee. Leave time shall not exceed three (3) work days for each occurrence. Additional time for travel without pay may be granted at the discretion of the Superintendent. An employee may also be allowed time to attend the funeral of other than the immediate family with the consent of the Superintendent. Such time shall not exceed four (4) hours. The Superintendent must be notified and approval granted prior to the employee's actual absence from work. Such time shall not decrease sick leave, vacation leave, or personal leave time earned.

Section 4 – Military Service Leave:

A.) Full time employees who are members of a reserve unit of the Armed Forces of the United States or Illinois National Guard will be granted leave with pay for annual training sessions or schools provided notice is given to the Superintendent or Department Head not less than three (3) days before the first day of each such absence. The City will comply with all USERRA requirements.

B.) Should the services of any employee be needed or required for any such military training or duties, the employee shall be given his same seniority rating and returned to his same position after completion of such training or duties, in accordance with the rules and regulations regarding veterans under the Selective Service Laws of the United States. The Employer hereby agrees to accept and conform to the Selective Service Laws concerning returning veterans for all departments covered by this Agreement.

C.) The provisions for this leave apply to voluntary as well as involuntary service.

D.) During such basic training and up to sixty (60) calendar days of special or advance training, if said employee's compensation for military service is less than his compensation as a City employee, he/she shall receive his/her regular compensation as a City employee minus the amount of his/her base pay for military activities. During such training, the employee's seniority and other benefits shall continue to accrue.

Section 5 – Jury Duty:

An employee required to serve on a grand jury or petit jury shall be granted leave for the period required to serve on such jury without loss of pay. The employee shall be required to turn over to the City any fees received for such duty minus any specific reimbursements for meals or mileage. The employee will be allowed sufficient time to travel to and from the work site including time to change clothes, if necessary.

Section 6 – Witness Duty:

A.) Employees subpoenaed on behalf of the Employer shall respond to such subpoenas without loss of pay. Any fees received by the employee shall be turned over to the Employer.

The employee shall only be absent from work for such time as is required to respond to such subpoena.

B.) Employees subpoenaed for reasons other than set forth in Sub-Section A shall be granted witness leave without pay.

C.) The employee will be allowed sufficient time to travel to and from the work site including time to change clothes, if necessary, which shall be with pay if for purposes of Sub-Section A, and without pay if for purposes of Sub-Section B.

Section 7 – Prohibition Against Misuse of Leaves:

During any leaves granted pursuant to the terms of this Agreement, regardless of being with or without pay, an employee may not be gainfully employed or independently self-employed without prior approval by the Employer. Violation of the provisions contained within this Agreement shall subject the employee to immediate discharge and loss of all benefits and rights accrued pursuant to the terms of this Agreement.

ARTICLE XVIII – HOURS OF WORK / OVERTIME

Section 1 – Regular Hours:

The regular hours of each work day shall be consecutive except that they will be interrupted by the lunch period.

Section 2 – Work Period:

The work period is defined as a regularly recurring period of seven (7) days.

Section 3 – Workday:

Up to eight (8) consecutive hours of work within a twenty-four (24) hour period constitutes the regular work day.

Section 4 – Work Shift:

All employees shall be scheduled to work a regular work shift in each seven (7) day work period with fixed starting and quitting times. An employee may be assigned to work up to forty (40) hours in each work period as their regular shift. It is management policy that employees will not be subject to layoff to offset overtime.

Section 5 – Work Schedule:

Work schedules showing the employees normal shifts, workdays, and hours for the month shall be posted on all department bulletin boards at all times, fourteen (14) days prior to the beginning of the schedule. Changes in work schedules showing the employees' new shifts, workdays, and hours may be implemented upon fourteen (14) days posted notice. Failure of the Employer to meet this fourteen (14) day notice requirement shall entitle the employee to time and one half for the first day worked on such changed schedule.

Section 6 – Meal Periods:

All employees shall be granted a meal period of either thirty (30) minutes or one (1) hour in accordance with the established practice for scheduling and shall include travel time to and

from the work site. For second and third shift employees, the one-half hour meal period will begin within one-half hour before or after the middle of the shift.

Section 7 – Breaks:

Each employee shall have two (2) fifteen (15) minute break periods per day, with one to be taken before lunch and one taken after lunch. If the work load warrants, the Superintendent and the employee may mutually agree to take one thirty (30) minute break.

Section 8 – Overtime/Compensatory Time:

Employees shall be paid overtime at the rate of time and one-half their regular rate of pay for all time worked in excess of forty (40) hours per week. For purposes of calculations of overtime, all paid time off shall be counted as hours worked except a holiday on a regularly scheduled day off, or sick leave taken by an employee which is not documented and supported by a doctor's certificate.

The Employer will use their best efforts to equalize overtime taking into consideration the safety and operational needs of the department. Employees may choose to be compensated with compensatory leave at the rate of time and one-half their regular rate for all time worked in excess of forty hours per week. Employees may accrue a maximum of forty (40) hours compensatory leave at any given time. Employees with more than forty (40) hours of accrued compensatory leave shall receive overtime pay. All compensatory leave shall be used in no less than one (1) hour increments, and shall be expended prior to November 1 (calendar year) for the Water Treatment Plant and Wastewater Plant, and by January 1 (calendar year) for all other departments.

Section 9 – Callback:

From time to time, employees may be "called back" for emergency situations. Employees shall be paid a minimum of two (2) hours at the of time and one-half for any callback, or for actual hours worked, whichever is greater for additional callbacks within the same twenty-four (24) hour period which starts at 7:00 a.m. daily. Assignment to a full eight (8) hour shift after eight (8) hours rest is not a callback.

ARTICLE XIX – WAGES / COMPENSATION / ALLOWANCES

Section 1 – Standardized Pay Classification Schedule for Employees Hired Prior to May 1, 2007:

Excepting part-time or temporary employees, the following constitutes the base monthly salary for continuous service of the indicated position in effect prior to the execution of this Agreement.

A.) Street, Utility, Water Treatment, Sewage Treatment, Non-Professional Engineering Employees, Maintenance, Machine Operators, and Water Meter Readers (excluding Superintendents, Public Works Director, Assistant Public Works Director, Engineering Technicians, and part-time or seasonal employees:

Years of Service	Effective <u>5/01/24</u>	Effective <u>5/01/25</u>	Effective <u>5/01/26</u>	Effective <u>5/01/27</u>
18 yrs thru 20 yrs	6,096	6,279		
21 yrs thru 25 yrs	6,298	6,487	6,682	6,882
Over 25 yrs	6,486	6,681	6,881	7,087

All employees of the Water Treatment Plant and Wastewater Treatment Plant who are scheduled to work second or third shift shall receive a shift differential as follows:

Second Shift Differential – Employees working second shift shall receive an additional \$0.50 per hour for all hours worked during that shift.

Third Shift Differential – Employees working third shift shall receive an additional \$1.00 per hour for all hours worked during that shift.

Exclusion from Cost-of-Living Adjustments (COLA) – The shift differentials outlined above shall remain fixed and shall not be subject to any future cost of living adjustments (COLA) applied to base wages.

In addition to their base salary, employees in the following classifications shall receive no more than one (1) of the following additional stipend amounts as designated:

Utility Foreman	\$100 per month*
Parks & Facilities Foreman	100 per month*
Mechanic	270 per month*
Assistant Mechanic	162 per month*
WTP Lab Analyst	37 per month*
WTP Lab Director	66 per month*
STP Lab Director	66 per month*
STP Foreman	100 per month*
Street Foreman	100 per month*
Water Treatment Foreman	100 per month*
Lead Operator	260 per month*

After passing certification examinations, the following classifications shall receive no more than one (1) of the following additional stipend amounts as designated:

Class A Operator	\$170 per month*
Class B Operator	86 per month*
Class C Operator	56 per month*
Class D Operator	29 per month*
Class I Operator	170 per month*
Class II Operator	86 per month*
Class III Operator	56 per month*
Class IV Operator	29 per month*
Licensed Plumber utilizing same for work duties / responsibilities	100 per month*

*On May 1 of each year of this CBA, the Stipend will be adjusted by 3%. On May 2, 2027, this adjustment is removed from the CBA by its own terms.

B.) Data Entry Clerk
Evidence Clerk

Years of Service	Effective <u>5/01/2024</u>	Effective <u>5/01/2025</u>	Effective <u>5/01/2026</u>	Effective <u>5/01/2027</u>
18 yrs thru 20 yrs	4,691			
21 yrs thru 25 yrs	4,901	5,048	5,199	5,355
Over 25 yrs	5,117	5,271	5,429	5,592

In addition to the foregoing base salary, the following classifications shall receive:

Data Entry “Foreperson” (Water Department) \$100/Month*

*On May 1 of each year of this CBA, the Stipend will be adjusted by 3% . On May 2, 2027, this adjustment is removed from the CBA by its own terms.

Section 2 – Standardized Pay Classification Schedule for Employees Hired After May 1, 2007:

A.) Street, Utility, Water Treatment, Sewage Treatment, Non-Professional Engineering Employees, Maintenance, Machine Operators, and Water Meter Readers (excluding Superintendents, Public Works Director, Assistant Public Works Director, Engineering Technicians, and part-time or seasonal employees.

Years of Service	Effective <u>5/01/2024</u>	Effective <u>5/01/2025</u>	Effective <u>5/01/2026</u>	Effective <u>5/01/2027</u>
Probationary Period (0 through 6 months)	3,431	3,671	3,781	3,894
6 Months thru 4 Yrs	3,633	3,887	4,004	4,124
5 Yrs thru 9 Yrs	3,830	4,098	4,221	4,348
10 yrs thru 14 yrs	4,163	4,454	4,588	4,726
15 yrs thru 19 yrs	4,288	4,588	4,726	4,868
20 yrs thru 24 yrs	4,502	4,817	4,962	5,111
25 yrs thru 29 yrs	4,637	4,962	5,111	5,264
30 yrs & over	4,869	5,210	5,366	5,527

All employees of the Water Treatment Plant and Wastewater Treatment Plant who are scheduled to work second or third shift shall receive a shift differential as follows:

Second Shift Differential – Employees working second shift shall receive an additional \$0.50 per hour for all hours worked during that shift.

Third Shift Differential – Employees working third shift shall receive an additional \$1.00 per hour for all hours worked during that shift.

Exclusion from Cost-of-Living Adjustments (COLA) – The shift differentials outlined above shall remain fixed and shall not be subject to any future cost of living adjustments (COLA) applied to base wages.

In addition to their base salary, employees in the following classifications shall receive no more than one (1) of the following additional stipend amounts as designated:

Utility Foreman	\$160 per month*
Parks & Facilities Foreman	160 per month*
Mechanic	270 per month*
Assistant Mechanic	162 per month*
WTP Lab Analyst	65 per month*
WTP Lab Director	125 per month*
STP Lab Director	125 per month*
STP Foreman	160 per month*
Street Foreman	160 per month*
Water Treatment Foreman	160 per month*
Lead Operator	260 per month*

After passing certification examinations, the following classifications shall receive no more than one (1) of the following additional stipend amounts as designated:

Class A Operator	\$340 per month*
Class B Operator	172 per month*
Class C Operator	112 per month*
Class D Operator	58 per month*
Class I Operator	340 per month*
Class II Operator	172 per month*
Class III Operator	112 per month*
Class IV Operator	58 per month*
Licensed Plumber utilizing same for work duties / responsibilities	100 per month*

*On May 1 of each year of this CBA, the Stipend will be adjusted by 3% . On May 2, 2027, this adjustment is removed from the CBA by its own terms.

B.) Data Entry Clerk
Evidence Clerk

Years of Service	Effective 5/01/2024	Effective 5/01/2025	Effective 5/01/2026	Effective 5/01/2027
Probationary Period (0 through 6 months)	3,081	3,297	3,396	3,498
6 Mo thru 4 Yrs.	3,143	3,363	3,464	3,568
5 Yrs thru 9 Yrs	3,237	3,464	3,568	3,675
10 yrs thru 14 yrs	3,399	3,637	3,746	3,858
15 yrs thru 19 yrs	3,500	3,745	3,857	3,973
20 yrs thru 24 yrs	3,675	3,932	4,050	4,172
25 yrs thru 29 yrs	3,786	4,051	4,173	4,298
30 yrs & over	3,975	4,253	4,381	4,512

In addition to the foregoing base salary, the following classifications shall receive:

Data Entry "Foreperson" (Water Department) \$160/Month*

*On May 1 of each year of this CBA, the Stipend will be adjusted by 3%. On May 2, 2027, this adjustment is removed from the CBA by its own terms.

C.) Parking System Clerk (Full Time Only)

Years of Service	Effective 5/01/2024	Effective 5/01/2025	Effective 5/01/2026	Effective 5/01/2027
Probationary Period (0 through 6 months)	2,600	2,782	2,865	2,951
6 Mo thru 4 Yrs.	2,600	2,782	2,865	2,951
5 Yrs thru 9 Yrs	2,600	2,782	2,865	2,951
10 yrs thru 14 yrs	2,600	2,782	2,865	2,951
15 yrs thru 19 yrs	2,600	2,782	2,865	2,951
20 yrs thru 24 yrs	2,600	2,782	2,865	2,951
25 yrs thru 29 yrs	2,600	2,782	2,865	2,951
30 yrs & over	2,615	2,798	2,882	2,968

Section 3 – Wage Increases:

All employees employed in the bargaining unit as of the date of this Agreement shall receive the increases as provided for herein. The various additions to the base salary as set forth in Sections 1 and 2 shall remain the same during the term of this Agreement.

The Employer shall have the right to start new employees above the minimum base salary based upon experience and qualifications relating directly to their job with the City, but shall not exceed the base salary listed in Section 2 for Year 5. Said new hire and existing personnel increased base pay assignment practices shall not be contested by the Union. Employees starting above the minimum base pay may not receive a longevity increase until they have served the requisite number of years.

Section 4 – Promotions, Demotions, Transfers:

When an employee is promoted, transferred, or demoted, his rate of pay for the new position shall be determined as follows:

A.) If the base rate of pay in the previous position was less than the base rate of pay in the new position, the employee shall be advanced in pay to the rate of the new position.

B.) If the base rate of pay in the previous position was more than the base rate of pay in the new position, the employee shall be reduced in pay to the rate of the new position.

C.) If the base rate of pay is the same, the rate of pay shall remain unchanged.

D.) Upon demotion, transfer, or promotion, employees shall lose classification premium pay unless the Employer determines that the continuation of said pay is in the best interest of the City.

Section 5 – Temporary Transfer:

During any period that an employee is transferred to other than his normal job duties, no other employee from outside his Department or Division (as in the case with the Public Works Department) shall be assigned to perform his normal job duties.

Section 6 - Discretionary Bonus:

Individual employees may be eligible to receive an annual discretionary bonus. An Employee's eligibility to receive a bonus, any determination to award Employee such bonus and, if awarded, the amount thereof shall be the Employer's sole discretion. Discretionary bonuses (if any) shall be payable as a lump-sum payment and be subject to all applicable tax and payroll withholdings.

ARTICLE XX – INSURANCE

Section 1 – Health/Medical Insurance

The Employer will provide health coverage and will make every effort to do so at the lowest cost to the employee. The Employer will contribute up to the following amounts annually (payable on a monthly basis based on plan participation) as follows toward the cost of health insurance coverage for employee, employee+1 and family coverages:

Employee (single)	\$11,196	annually/	\$933	per month (effective January 1, 2025)
Employee +1	\$14,088	annually/	\$1,174	per month (effective January 1, 2025)
Family	\$17,220	annually/	\$1,435	per month (effective January 1, 2025)
Employee (single)	\$11,640	annually/	\$970	per month (effective January 1, 2026)
Employee +1	\$14,652	annually/	\$1,221	per month (effective January 1, 2026)
Family	\$17,904	annually/	\$1,492	per month (effective January 1, 2026)
Employee (single)	\$12,108	annually/	\$1,009	per month (effective January 1, 2027)
Employee +1	\$15,240	annually/	\$1,270	per month (effective January 1, 2027)
Family	\$18,624	annually/	\$1,552	per month (effective January 1, 2027)
Employee (single)	\$12,588	annually/	\$1,049	per month (effective January 1, 2028)
Employee +1	\$15,852	annually/	\$1,321	per month (effective January 1, 2028)
Family	\$19,368	annually/	\$1,614	per month (effective January 1, 2028)

If the City agrees to a higher contribution toward the employee's health insurance premium with any other bargaining unit within the City during the term of this agreement, the City shall increase the health insurance contributions for the IUOE unit members to the same percentage.

The monthly contributions by the Employer shall only be available for those employees participating in the City health insurance plan.

The remaining premium costs of coverage for employee, employee +1 and family coverage's will be paid for by the employee through payroll deduction. The employee may utilize this monthly allowance as noted above to pay towards the premium cost of the health plan available/chosen by the employee.

Any portion of this monthly contribution not contributed towards premiums may be used by employee to contribute towards a Health Savings Account (HSA) in that plan year (assumes the employee is in an eligible plan). Any amounts remaining can only be used towards HSA account contributions.

In addition, for the period effective January 1, 2022 through December 31, 2022, the Employer will contribute on a 50% matching basis to an employee's eligible Health Savings Account (HSA) as follows:

Employee (single)	50% match up to \$500
Employee +1	50% match up to \$1000
Family	50% match up to \$1,000

Employer's match will be paid in 26 installments over the course of the year. If an employee enrolls or switches plans mid-year, the match will be paid out on a pro rata basis towards an eligible Health Savings Account (HSA). This matching HSA contribution by the Employer shall only be provided for those employees enrolled in the City health insurance plan and in an HSA eligible plan.

Should economic increases or changes required by our carrier and/or by Federal or State legislation cause the employer to change plans, the Employer will seek to retain similar basic coverage for its employees. Employer shall have the right, with the cooperation and recommendation of the City Insurance Committee, to investigate and offer alternative health plans to the employees for participation.

The City Council, with the recommendation from the Insurance Committee shall be responsible for evaluation, recommending, investigating health insurance coverage and establishing plan designs as set forth in Section (Insurance Committee section) below.

Section 2 – Life Insurance:

Life insurance is provided to the employee at no cost to the employee, and for the term of this Agreement, the Employer agrees to provide no less than fifty thousand dollars (\$50,000) of life insurance coverage per employee until retirement.

Section 3 – Retirement or Disability:

In addition to benefits stated previously, employees terminating employment due to retirement or disability, or taking an unpaid leave of absence, will have the option to remain on the Employer's health and life insurance groups at the employee's expense. An employee who terminates due to retirement or disability and chooses not to insure their spouse and/or dependents, cannot add the spouse or dependents at a later date. For purposes of this Agreement, retirement is defined as an employee with ten (10) or more years of continuous service.

Section 4 – Worker's Compensation Insurance:

A.) The Employer, by means of a Workmen's Compensation Insurance Plan, shall provide for the payment of eligible medical services (as defined in the Illinois Worker's Compensation Act) as a result of a verifiable on-the-job injury or illness arising out of and in the course of employment by the City.

B.) Any employee, while working for the City of Charleston, suffering an injury or occupation disease, as defined by the Illinois Worker's Compensation Act, may be employed in other work in the Department, which they can perform without regard to any seniority provisions of this Agreement. The Employer should make reasonable efforts to provide a job for the disabled employee.

Section 5 – Unemployment Insurance:

The Employer participates in the State Unemployment Insurance Program. This is at no cost to the employee and is an Employer paid expense.

Section 6 – Insurance Committee:

The Employer agrees to establish an Insurance Committee. The Insurance Committee shall be composed of two (2) representatives from each of the three (3) City Unions that consent to participate, and an equal number of representatives of the City. The Union's representatives shall be designated by the Union's Business Representative. The committee members shall be released from duty without loss of pay for attending Committee meetings so long as it does not interfere with operations of the City. The Committee shall meet as necessary to review and evaluate the costs and benefit provisions of the existing health insurance plans. The Committee shall be authorized to solicit competitive quotes for health insurance coverage for the same or substantially similar benefits to provide a basis for comparison to determine the cost effectiveness of the existing coverage.

Committee members shall be afforded access to all relevant data not statutorily privileged and confidential relating to the Plans. The Committee may make recommendations to the City Council regarding modifications to the existing plan, and/or add new plans, provided that to recommendation shall be issued from the Committee unless at least two (2) of any Union representatives agree to the recommendation. The Mayor will vote to break any ties. Notwithstanding any recommendations made by the Committee, nothing herein shall be construed as waiving or substituting for the Union's contractual and/or statutory bargaining rights with respect to any changes in the existing plans or coverages. All recommended changes consented to by the Unions are subject to the approval of the City Council.

ARTICLE XXI – PENSION

The Employer shall continue to contribute on behalf of the employees, to the Illinois Municipal Retirement Fund and to Social Security in the amount the Employer is required to contribute by State Statute and Federal Law.

ARTICLE XXII – LABOR MANAGEMENT / SAFETY COMMITTEE

Section 1 – Labor Management Conference:

The Union and the Employer mutually agree that in the interest of efficient management and harmonious employee relations, it is desirable that meetings be held between Union representatives and responsible administration representatives of the Employer. The Committee shall be made up of no more than three (3) stewards for the affected employees on the Union side. On the Employer's side, the Committee shall be made up of the Director of Public Works, the Human Resource Director, Department Head and the City Manager or his designee. Such meetings may be held by mutual agreement, or shall be requested at least seven (7) days in advance by either party in writing with requesting party providing the agenda for such meeting. Such meetings and locations shall be limited to:

- A.) Discussion of the implementation and general administration of this Agreement;
- B.) A sharing of general information of interest to the parties;
- C.) Notifying the Union of changes in non-bargaining conditions of employment contemplated by the Employer which may affect employees;
- D.) Discussion of pending grievances on a non-binding basis to attempt to adjust such grievances, and discuss ways and procedures for avoiding grievances;
- E.) Items concerning safety issues;
- F.) Notwithstanding anything contained in this Agreement, the Employer will agree to negotiate over a new classification established by the Employer through labor-management meetings.

The Employer and the Union agree to cooperate with each other in matters of the administration of this Agreement, and to the degree that standards of law enforcement can be maintained for the maximum protection to the citizens of the State of Illinois.

To effectuate the purposes and intent of the parties, both parties agree to meet as necessary.

Section 2 – Integrity of the Grievance Procedure:

It is expressly understood and agreed that such meetings shall be separate from the grievance procedure. Grievances being processed under the grievance procedure shall not be discussed in detail at labor-management conferences, and any such discussion of a pending grievance shall be non-binding on either party and solely for the purpose of exploring alternatives to settle such grievances or avoid future grievances. Such grievance discussion shall only be held by mutual agreement of the Employer and the Union. Negotiations for the purpose of altering any or all the terms of this Agreement shall not be carried on at such meetings.

Section 3 – Safety Issues:

In the case of safety issues where the employee reasonably believes his safety is endangered, a meeting shall be held under Section 1 immediately and the employee may take such necessary action to protect his safety until such meeting is held. Any resolution of safety issues, report, or recommendation which may be prepared by the Union or the Employer as a direct result of a labor-management conference discussion will be in writing and copies shall be submitted to the City Manager.

Section 4 – Union Steward Attendance:

When absence from work is required to attend labor-management conferences, employees shall, before leaving their work station, give reasonable notice to and receive approval from, their Superintendent or Department Head in order to remain in pay status. Employees shall be permitted to attend such meetings unless an emergency exists. Employees attending such conferences on pay status shall be limited to three.

ARTICLE XXIII – GENERAL PROVISIONS

Section 1 – Use of Masculine Pronoun:

The use of the masculine pronoun in this or any other document is understood to be for clerical convenience only and it is further understood that the masculine pronoun includes the feminine pronoun as well.

Section 2 – Personnel Code and Work Rules:

The City's existing Personnel Code and Work Rules and Regulations will remain in force and effect. When it is deemed necessary to change existing rules or make new ones, such proposed changes or additions will be reasonable and discussed with the Union at a Labor- Management Conference before the change or addition is made. Thereafter, the City may post such change or addition not less than fourteen (14) days in advance of the effective date. The Union retains the right to grieve the reasonableness of any such rules and regulations.

In the case of any conflict between the Personnel Code and Work Rules and Regulations and this Agreement, the provisions of this Agreement will prevail.

Section 3 – Domicile:

Employees covered by this Agreement shall be required to reside within a twenty (20) mile radius of Charleston City Hall (520 Jackson Avenue) by the end of their probationary period provided employees can respond within 45 minutes for emergency call-back purposes.

Section 4 – Suggestion Program:

The suggestion program is established as a means of eliciting suggestions from employees, which save money or increase productivity. Suggestion boxes will be placed in central locations designated by the Superintendents.

The following guidelines shall be used to evaluate suggestions:

A.) Employee Eligibility

1. Suggestions may be submitted by any full-time or part-time employee
2. Superintendents, Department Heads, Assistant Department Heads, and the City Manager are ineligible to participate.
3. Group suggestions or Department suggestions will be evaluated.
4. Suggestions must be researched by the employee, group or department.
5. Suggestions must be signed to qualify for an award.
6. There is no limit as to the number of suggestions or ideas an employee, group, or department may submit.

B.) Suggestion Criteria

1. Suggestions must show an annual and long-term saving of City dollars.
2. Deferred purchases will not be considered long-term savings unless proper documentation is presented.
3. Suggestions must produce cash savings or productivity improvements which can be measured.

C.) Suggestion Evaluations

1. All suggestions will be evaluated initially by the Department Head.
2. Suggestions qualifying for an award will be evaluated by the City Manager.
3. Decisions to implement suggestions will be made by the City Manager and the Department Head.
4. All suggestions will have a preliminary evaluation made and the Employer, group or Department notified of the evaluation within two (2) months after the suggestions are submitted.

D.) Awards

1. The employee, group, division, or Department will be awarded ten percent (10%) of the “net” annual savings of the implemented suggestion. “Net” is defined as gross savings less implementation cost.
2. A maximum onetime award of \$500 will be granted.

Section 5 – Glasses:

The Employer will contribute up to one hundred seventy-five dollars (\$175) per year per employee for prescription eye wear which is damaged or broken during working hours, not due to the negligence of the employee, and provided the appropriate safety equipment has been issued and used by the employee.

Section 6 – Outside Employment:

Any type of outside employment shall not be permitted if it:

- A.) Physically or mentally hampers the employee in his ability to do the job required of him by the City;
- B.) Reflects adversely upon the employees of the City.
- C.) Conflicts with the position as a City Employee.

Each Department Head shall reserve the right to prohibit any outside employment on the part of any City employee which is, in their judgement, detrimental to the best interests of the City. In such cases, the employee shall be given the appropriate warning and then decide within fifteen (15) days if he wants to continue his services with the City, or with the outside employer.

Section 7 – Political Activities:

Employees are encouraged to exercise their rights of citizenship as voters and citizens. All employees shall be allowed, on their own time, to become active in any partisan and/or non-partisan campaign or party. Their rights or participation shall include, but not be limited to, displaying campaign posters and yard signs on their property, displaying bumper stickers on personal vehicles, provided the employee is not reimbursed by the City for an auto allowance, and to hold office in any partisan and/or non-partisan campaign or party. No City employee shall be dismissed, demoted, suspended or harassed for their political activity as long as the employee limits the political activity to non-working hours.

Section 8 – Facilities and Equipment:

All employees shall pay for the use of any facilities or services of the City. The use of City vehicles or equipment will not be permitted for personal use. Any employee found to be using the City purchased supplies for any kind of personal use will be subject to immediate dismissal. Excessive use of the City’s telephone for personal use will not be permitted. City employees shall not conduct business other than City business on City time. The use of City tools by employees shall be regulated by the Superintendent and Department Head. The Superintendent and Department Head, prior to the approval of use of tools, shall take into consideration of the City’s liability in regard to such use.

Section 9 – Tuition Reimbursement:

The City of Charleston will reimburse tuition for successful completion of courses directly related to an employee's job, as determined by the Department Head and City Manager, up to a maximum of \$500 per school year per employee, or up to three (3) credit hours at a state accredited university.

It is the intent of the City to encourage its employees to continue their education and to prepare themselves for career advancement in city service. Since there is a high tuition cost, it is necessary to limit reimbursement to individual employees so that funds are available to help the maximum number of employees. The following regulations will govern the tuition reimbursement program:

- A.) In all cases, a grade of "C" or higher or a grade of "pass" in a Pass-Fail Class will represent successful completion of the course.
- B.) Reimbursement applies only to tuition.
- C.) In no case will the City reimburse for books, supplies, fees or other expenses.
- D.) In no case will City funds be used if the employee is receiving financial assistance.

From time to time the City receives tuition vouchers from Eastern Illinois University in exchange for City internships. The tuition vouchers will be distributed as follows:

A.) Notification of available vouchers will be posted within two (2) weeks of receiving them. The notification shall be posted on Department and Division bulletin boards for two weeks.

B.) Employees must request the use of the vouchers in writing to the City Manager outlining the person using the vouchers, a description of the degree being obtained, a description of the classes to be taken, when to be used, the number of credit hours desired, and how the use of the vouchers will benefit the City.

C.) The vouchers will be distributed as follows:

1. First, to employees seeking a degree beneficial to the City and pertaining to their job within the group or division generating the vouchers, then to the department of the group or division, and then City-wide.

2. Second, to employees wanting to take a class beneficial to the City and pertaining to their job within the group or division generating the vouchers, then to the department of the group or division and then City-wide.

3. Third, to employees just wanting to take classes not necessarily related to their job within the group or division generating the vouchers, then to the department of the group or division, and then City-wide.

4. Last, to immediate family members (spouse and children) of city employees within the group or division generating the vouchers, then to the department of the group or division, and then City-wide.

Section 10 – Repayment of Training Expenses:

All employees who resign shall reimburse the City for any costs incurred by the City in training the employee during his employment based on the following schedule:

From date of employment to 1st anniversary of employment: 100% of training.

From 1st anniversary to 2nd anniversary of employment: 75% of training.

From 2nd anniversary to 3rd anniversary of employment: 50% of training.

From 3rd anniversary to 4th anniversary of employment: 25% of training.

No repayment will be owed after the employee's fourth (4th) anniversary of employment.

Training expense is defined as any cost incurred by the City as a result of any training required to meet the minimum qualifications of the position held by the employee as mandated by local ordinances or State Law and Regulations.

Such costs shall be itemized and a written statement provided to the employee. If deemed necessary and appropriate, the City Manager may approve a schedule of monthly payments of up to twenty-four (24) months to repay the City.

Section 11 – Hard Hats:

Hard hats shall be worn by employees to whom such equipment has been issued while the employee is on-the-job and within a hazardous area or performing a hazardous task, or performing any task where such equipment is required by applicable OSHA regulations. Employees who are engaged in a working area or any construction project that poses a safety hazard, or at the direction of their Superintendent shall wear hard hats.

Hard hats shall be worn by all employees working around backhoes, trenchers, and other heavy equipment, while laying pipe in four feet (4') deep or greater holes, while cutting trees with a chain saw, or any other task determined to be a safety hazard by the Superintendent.

Section 12 – Safety Glasses:

Safety glasses will be worn at all times by employees to whom they have been issued except while the employee is on lunch, or while the employee is visiting or working within an office area.

Section 13 – Safety Goggles:

Safety goggles will be assigned to each grinder or other air-operated equipment and will be worn without exception by any employee operating the grinder, air hammer, or other equipment, in addition to the employee's normal safety glasses.

Section 14 – Side Shields:

Side shields shall be issued to all employees to whom safety glasses have been issued. Employees will wear the side shields without exception while working in areas where operations are being performed that may produce flying fragments, including grinding, buffing, and chipping processes.

Section 15 – Protective Clothing:

All employees working with chlorine, acids, and other toxic substances shall wear protective clothing and gear to prevent inhalation and/or contact with the skin with any toxic substances.

Section 16 – Safety Vests:

Safety vests shall be worn by all employees working in the street proper who are out of their work vehicle and/or outside of a barricaded work area. Vests should also be worn while mowing along streets, flushing fire hydrants, and operating water valves in the street.

Section 17 – Welding Gear:

Welding gear will be assigned to each welding machine and will be worn without exception by any employee operating the equipment.

Section 18 – Employee Uniforms:

The City has provided uniforms to all employees in the bargaining unit except the data entry clerks. This practice will continue during the term of this Agreement. The City will pay for seasonal clothing. All employees for which home uniforms are purchased are required to wear the same subject to Section 19 herein.

Section 19 – Employee Dress:

All employees shall be fully clothed during the entire workday, except that, at the discretion of the Department Head, shirts may be removed while employees are performing specific tasks. Uniforms must be worn by employees issued the same. Uniform shirts shall be worn by all employees as designated by the Department Head. Unless beards and mustaches are worn, employees will be clean shaven. Beards and mustaches shall be trimmed and clean to create a neat appearance and to avoid safety hazards. Office personnel must be neat and dressed in a businesslike manner. Additional dress policies may be established by the Department Head after review and approval by the City Manager. Meter Readers and Parking System Clerks may wear shorts on the days assigned to read meters. All shorts must be approved by the Department Head. Personnel must wear appropriate footwear as approved by the Superintendent and Department Head.

Section 20 – Immunizations and Inoculations:

All employees whose work involves contact with raw wastewater and/or raw water shall receive, at no cost to the employee, immunization for tetanus, diphtheria, hepatitis A & B, and other immunizations recommended by the Human Resource Director.

A waiver of liability statement will be signed by any employee in those designated work areas who elect not to receive these immunizations.

Section 21 – Travel Reimbursement:

For use of an employee's own vehicle for travel on behalf of the Employer, the employee shall be paid at the current federal rate for mileage. Meals shall be reimbursed at the federal rate and guidelines for meal allowances. Lodging arrangements (if necessary) shall be selected by and prepaid by the Employer when needed for the day(s) of a seminar.

Section 22 – Commercial Driver's License:

All employees in the Street and Utility Departments shall be required to obtain and maintain a Commercial Driver's License, Class B as a condition of employment. The City will reimburse employees required to possess a CDL for the CDL examination and license fees.

Up to a maximum of 4 (four) Street and Utility Department employees shall be approved to obtain and maintain a CDL, Class A. A payment of \$600 / year will be paid to these employees in addition to reimbursement for required examination and license fees. The annual payment shall be made to the employee on the license anniversary date, one year after the license was obtained.

Employees interested in obtaining their CDL Class A shall make application to the Director of Public Works. The DPW and his Superintendents shall review the applications and will determine who shall be approved to apply for the Class A endorsement. The employees that are chosen shall have a 120-day period in which to obtain the license. Failure to obtain the license within the 120-day period will make them ineligible and a different employee will be chosen from the qualified applicants. Applications will not be accepted if all four slots have been awarded.

Section 23 – Safety:

Bargaining unit employees shall comply with any and all safety rules and procedures of the City.

Section 24 – Drug Free Work Place:

Bargaining unit employees may be subject to random and/or mandatory drug testing as described in Article XXIV.

Section 25 – Accident Review Committee:

The Accident Review Committee charged with reviewing property damage accidents involving IUOE Local 841 Bargaining Unit members shall consist of the employee's department head, the employee's superintendent, the Human Resources Director, and two members from the Bargaining Unit. This Committee shall review vehicle accidents and damage to City property and/or equipment after a preliminary finding has been made by the department head or superintendent. This committee shall make the final decision in determining if damages were the cause of employee negligence.

ARTICLE XXIV – DRUG TESTING

Section 1. Statement of Policy:

It is the policy of the Employer that the public has the right to expect persons employed by the Employer to be free from the effects of illegal drugs, alcohol, and cannabis. As the Employer, it has the right to expect its employees to report for work fit and able for duty. The Employer maintains the right to restrict or deny duty to those employees legitimately under the influence of prescription medications known to reduce ones ability to think, react, and function normally.

Section 2. Prohibitions:

Employees shall be prohibited from:

- 1.) Consuming or possessing or illegal drugs or cannabis at any time during the workday or anywhere on any City premises or job sites, including all Employer buildings, properties, vehicles and while engaged in Employer's business.
- 2.) Illegally selling, purchasing or delivering any illegal drug or cannabis during the workday or on the Employer's premises;
- 3.) Failing to report to their supervisor any known adverse side effects of medication or prescription drugs, which they are taking.

Section 3. Drug and Alcohol Testing Permitted:

Where the Employer has reasonable suspicion to believe that an employee is then under the influence of alcohol, illegal drugs or cannabis during the course of the workday, the Employer shall have the right to require the employee to submit to alcohol or drug testing as set forth in this Agreement. The Employer or his designated representative must document their reasonable suspicions concerning the affected employee prior to any order to submit to the testing authorized herein. Where the Employee is involved in an on-duty accident or is injured (a reportable injury requiring treatment), the Employer shall require alcohol and drug testing. The Employer further retains the right to initiate both random and pre-employment drug testing.

Section 4. Order to Submit to Testing:

Within eight (8) hours after the time an employee is ordered to submit to testing authorized by this Agreement, the Employer shall provide the employee with a written notice of the order, setting forth all of the objective facts and reasonable inference drawn from those facts which have formed the basis of the order to test. Refusal to submit to such testing may subject the employee to discipline, but the employee's taking of the test shall not be construed as a waiver of any objection or right that he may have. The employee must take the test within sixty (60) minutes for alcohol and four (4) hours for drugs of being ordered to do so or it shall be deemed a refusal.

Section 5. Tests to be Conducted:

In conducting the testing authorized by this Agreement, the Employer shall:

1.) Use only a clinical laboratory or hospital facility that is licensed pursuant to the Illinois Clinical Laboratory Act that has or is capable of being accredited by the National Institute of Drug Abuse (NIDA); Urine specimens are to be collected by a Certified Collector.

2.) Establish a chain of custody procedure for both sample collection and testing that will ensure the integrity of the identity of each sample and test result.

3.) Collect a sufficient sample of the same body fluid or materials from an employee to allow for initial screening, a confirmatory test and a sufficient amount to be reserved for later testing if requested by the employee;

4.) Collect samples in such a manner as to insure a high degree of security for the sample and its freedom from adulteration;

5.) Confirm any sample that tests positive in the initial screening for drugs by testing the second portion of the same sample by gas chromatography mass spectrometry (gcms) or an equivalent or better scientifically accurate and accepted method that provides quantitative data about the detected drug or drug metabolites; Should both the initial screen and confirmatory test result in a positive finding(s), the cost of both test shall be paid by the employee, through payroll deduction. Should the confirmatory test result in a negative finding, both tests (initial and confirmatory) shall be paid by the Employer.

6.) Provide the employee tested with an opportunity to have the additional sample tested by a clinical laboratory or hospital facility of the employee's own choosing, at the employee's own expense provided the employee notifies the Employer within seventy-two (72) hours of receiving the results of the tests;

7.) Require that the laboratory or hospital facility report be evaluated by a Medical Review Employee (MRO) who subsequently reports to the Employer that a blood or urine

sample is positive only if both the initial screening and confirmation test are positive for a particular drug, and that there is no legitimate medical justification for the presence of the drug or the amount of the drug present in the supplied sample. The parties agree that should any information concerning such testing or the results thereof be obtained by the Employer inconsistent with the understandings expressed herein, the Employer will not use such information in any manner or form adverse to the employee's interests;

8.) Require that with regard to alcohol testing, for the purpose of determining whether the employee is under the influence of alcohol, test results that show an alcohol concentration of .04 or more based upon the grams of alcohol per 100 milliliters of blood be considered positive. (Note: The foregoing standard shall not preclude the Employer from attempting to show that test results between .04 and .01 demonstrate that the employee was under the influence, but the Employer shall bear the burden of proof in such cases);

9.) Provide each employee tested with a copy of all information and reports received by the Employer in connection with the testing and the results;

10.) Insure that no employee is the subject of any adverse employment action except temporary reassignment or relief from duty during the pendency of any testing procedure.

Section 6. Voluntary Requests for Assistance:

The Employer shall take no adverse employment action against an employee who voluntarily seeks treatment, counseling or other support for an alcohol or drug related problem. All such requests shall be confidential and any information received by the Employer, through whatever means, shall not be used in any manner adverse to the employee's interest.

Section 7. Discipline:

In the first instance that an employee tests positive on both the initial and the confirmatory test for drugs or is found to be under the influence of alcohol, shall be subject to disciplinary action. The foregoing is conditioned upon:

1.) The employee agreeing to appropriate treatment as determined by the physician(s) involved;

2.) The employee discontinues his use of illegal drugs, cannabis or abuse of alcohol.

3.) The employee completes the course of treatment prescribed including an "aftercare" group for a period of up to twelve (12) months;

4.) The employee agrees to submit to random testing during hours of work during the period of "aftercare"; and

5.) The cost of any and all rehabilitation for an employee is the responsibility of the employee, who may, in turn use any insurance benefits if available.

6.) An employee who "refuses to submit" to an alcohol or drug test as provided herein is subject to immediate termination without any right or option to certain reinstatement provisions. "Refuses to submit" means that an employee:

(a.) Fails to appear for any test within a reasonable time, as determined by the City, consistent with this policy after being directed to do so by the City.

(b.) Fails to remain at the testing site until the testing process is complete.

(c.) Fails to provide a urine specimen for any drug test required.

(d.) In the case of a directly observed or monitored collection in a drug test, fails to permit the observation or monitoring of the employee's

provision of a specimen.

(e.) Fails to provide a sufficient amount of urine when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure.

(f.) Fails or declines to take a second test the employer or collector has directed the employee to take.

(g.) Fails to cooperate with any part of the testing process (e.g., refuse to empty pockets when so directed by the collector, behave in a confrontational way that disrupts the collection process, or failing to complete all documents, or failing to comply with reasonable directives); or

(h.) Is reported by the Medical Review Employee as having a verified adulterated sample or substituted test result.

7.) A second violation of this policy shall be grounds for termination.

The foregoing shall not be construed as an obligation on the part of the Employer to retain an employee on active status throughout the period of rehabilitation if it is appropriately determined that the employee's current use of alcohol, cannabis, or drugs prevents such individual from performing duties or whose continuance on active status would constitute a direct threat to the property or safety of others. Such employees shall be afforded the opportunity to use accumulated paid leave or take an unpaid leave of absence, at the employee's option, pending treatment. The foregoing shall not limit the Employer's right to discipline employees for misconduct provided such discipline shall not be increased or imposed due to alcohol or drug abuse.

Section 8. Return to Duty:

This section is not a mandate that the employer must allow the employee to return to duty. This section is merely the protocol by which return to duty shall be permitted should the employer provide the employee with that opportunity.

An employee who has a positive drug or alcohol test may not return to duty until the employee complies with the provisions of this article.

An employee who has a positive drug or alcohol test shall be subject to unannounced follow-up drug test administered by a clinical laboratory or hospital facility that is licensed pursuant to the Illinois Clinical Laboratory Act that has or is capable of being accredited by the National Institute of Drug Abuse (NIDA) following the employees return to duty. The number and frequency of such follow-up testing shall be determined by a substance abuse professional, but shall consist of at least six (6) tests in the first twelve (12) months following the covered employees return to duty. In addition, follow-up testing may include testing for drugs or alcohol as directed by the substance abuse professional. Follow-up testing shall not exceed sixty (60) months from the date of the employees return to duty. The substance abuse professional may terminate the requirement for follow-up testing at any time after the first six tests have been administered, if the substance abuse professional determines that such testing is no longer necessary. (Follow-up testing and assessments by the Substance Abuse Professional shall be done at the expense of the employee.)

The Employer maintains the right to terminate the services of the employee should the employee fail to complete treatment, aftercare programs, or re-engages in substance abuse behavior.

SECTION 9. Definitions:

Accident - An act where by an employee operating a piece of city owned equipment is involved in an incident which results in damage to city equipment or other property in excess of five hundred (\$500) dollars (excluding normal wear and tear) or injury of anyone to the extent medical attention (including first aid) is required.

Certified Collector- An individual who meets the minimum requirements of the Department of Transportation Regulations 49 CFR Part 40, 40.31 & 40.33

Injury- An Injury shall be defined as an on duty employee act that results in harm to the employee or harm to anyone that involves death, great bodily harm, or injury requiring medical attention (including first aid).

Medical Review Employee- A licensed physician who has the minimum required qualifications of those required by the Department of Transportation.

Substance Abuse Professional- A licensed physician (Doctor of Medicine or Osteopathy), licensed or certified social worker, licensed or certified psychologist, licensed or certified employee assistance professional, state licensed or certified marriage and family therapist, or a certified drug and alcohol counselor (NAADAC, ICRC, or NBCC). And meets the requirements 49 CFR Part 40.281

ARTICLE XXV – SAVINGS CLAUSE

If any provision of this Agreement or any application thereof should be rendered or declared unlawful, invalid, or unenforceable by virtue of any judicial action, or by any existing or subsequently enacted Federal or State Legislation, or by Executive Order or other competent authority, the remaining provisions of this Agreement shall remain in full force and effect. In such event, upon the request of either party, the parties shall meet promptly and negotiate with respect to substitute provisions for those provisions rendered or declared unlawful, invalid or unenforceable.

If the parties cannot agree on a substitute provision, either party may request mediation. If mediation is unsuccessful, the parties are to submit the issue to binding arbitration.

ARTICLE XXVI – COMPLETE AGREEMENT

The parties acknowledge that during the negotiations which preceded this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining. The understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

ARTICLE XXVII – DURATION AND SIGNATURE

Section 1 – Term of Agreement:

This Agreement shall be effective from May 1, 2025 and shall remain in full force and effect until April 30, 2028. It shall continue in effect from year to year thereafter unless notice of termination is given in writing by certified mail by either party to the other not more than one hundred twenty (120) days or less than ninety (90) days prior to expiration. The notices referred

to shall be considered to have been given as of the date shown on the postmark. Written notice may be tendered in person, in which case the date on the notice shall be the written date of receipt.

In witness hereof, the parties hereto have affixed their signature this ____ day of July, 2025.

City of Charleston, Illinois
A Municipal Corporation

International Union of Operating Engineers
Local Union Number 841

By: _____

By: _____

Business Representative
I.U.O.E. Local 841

Title: _____

Attest:

City Clerk

City Council Regular Meeting

18)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

ORDINANCE: Granting Petition of City of Charleston for Text Amendment to the Unified Development Code (UDC) with regard to Short Term Rentals.

STAFF RECOMMENDATION:

Approve.

Attachments

ORD: Amending Title 10-5-3 and Establishing Title 10-7-23 regarding Short Term Rentals.

Finding of Fact re: Petition of City for UDC Text Amendment regarding Short Term Rentals.

CITY OF CHARLESTON

ORDINANCE

2025 – O – ____

**AN ORDINANCE AMENDING TITLE 10, CHAPTER 5, SECTION 3
(USE MATRICES AND INTERPRETATIONS) AND ESTABLISHING TITLE 10, CHAPTER 7,
SECTION 23 OF THE CITY OF CHARLESTON CITY CODE TO ESTABLISH REGULATIONS
GOVERNING SHORT-TERM RESIDENTIAL RENTALS**

**ADOPTED BY THE MAYOR AND CITY COUNCIL
OF THE CITY OF CHARLESTON, COLES COUNTY, ILLINOIS
THIS 1ST DAY OF JULY 2025**

**PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE MAYOR
AND CITY COUNCIL OF THE CITY OF CHARLESTON, COLES COUNTY, ILLINOIS
AS PROVIDED BY LAW THIS 2ND DAY OF JULY 2025**

ORDINANCE

2025 – O – _____

**AN ORDINANCE AMENDING TITLE 10, CHAPTER 5, SECTION 3
(USE MATRICES AND INTERPRETATIONS) AND ESTABLISHING TITLE 10, CHAPTER 7,
SECTION 23 OF THE CITY OF CHARLESTON CITY CODE TO ESTABLISH
REGULATIONS GOVERNING SHORT-TERM RESIDENTIAL RENTALS**

WHEREAS, the City of Charleston (“City”) is an Illinois non-home rule municipality organized and operating under the Illinois Municipal Code (“Code”); and

WHEREAS, the City has authority pursuant to the Illinois Municipal Code to enact zoning ordinances, rules, and regulations governing the use of property; and

WHEREAS, in 2024, the City researched and evaluated how short-term residential rentals affect the trend of development in the community and the health, safety and welfare of the residents and businesses in the City, and strategies for addressing such impacts; and

WHEREAS, the City has concluded its research and wishes to exercise its authority under the Code by adopting zoning regulations regarding short-term rentals; and

WHEREAS, notice having been published in the Journal Gazette / Times Courier on June 10, 2025, on June 26, 2025, the City of Charleston Board of Zoning, Appeals & Planning (the “Board”) conducted a public hearing and, following consideration of the evidence, testimony and public comment presented during the hearing, recommended approval of the proposed amendments to the City Code establishing regulations for short-term rentals; and

WHEREAS, the Mayor and City Council have considered the purpose for regulating short-term rentals and hereby adopt the findings of fact recommended by the Board of Zoning Appeals and Planning, all as more specifically described in the body of the new regulations set forth in this Ordinance; and

WHEREAS, the Mayor and City Council wish to amend the City of Charleston City Code in accordance with the Board’s findings and recommendation.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CHARLESTON, COLES COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: RECITALS. The foregoing recitals are incorporated as though fully set forth herein.

SECTION TWO: SECTION AMENDED. The following changes are hereby made to Section 10-5-3(C) of the City Code (additions underlined):

TABLE 5-2: PRINCIPAL USES PERMITTED IN RESIDENTIAL DISTRICTS

		Zoning Districts								
Use	Specific Use	A	RE	R-1	R-2 / R-2U	R-3/ R-3U	R-4 / R-4U	M	PUD	GOVT
[...]	[...]	-	-	-	-	-	-	-		
Other										
[...]	[...]	-	-	-	-	-	-	-		
Lodging	Bed and Breakfast home	P	P	C	C	C	C	-	C	-
	Bed and Breakfast inn	P	C	C	C	C	C	-	C	-
	Boarding/lodging home	-	-	-	C	P	P	-		-
	<u>Short-Term Rentals</u>	<u>P</u>	<u>P</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>-</u>
[...]	[...]	-	-	-	-	-	-	-		

SECTION THREE: SECTION AMENDED. The following changes are hereby made to Section 10-5-3(C) of the City Code (additions underlined):

TABLE 5-3: PRINCIPAL USES PERMITTED IN NONRESIDENTIAL DISTRICTS

		Zoning Districts							
Use	Specific Use	C-1	C-2	C-3	I-1	I-2	C/D	PUD	GOVT
[...]	[...]	-	-	-	-	-	-	-	-
Utility									
[...]	[...]	-	-	-	-	-	-	-	
Lodging	Hotels and motels	-	P	C	C	-	P	C	-
	Bed and Breakfast inn	C	P	P	P	-	-	C	-
	<u>Short-Term Rentals</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>C</u>	<u>=</u>
[...]	[...]	-	-	-	-	-	-	-	

SECTION FOUR: NEW SECTION CREATED. The following new section of the City Code, Title 10, Chapter 7, and Section 23– is hereby created (additions underlined):

10-7-23: SHORT-TERM RESIDENTIAL RENTALS:

A. Scope

The purpose of this subsection is to establish standards for short-term rentals.

B. Applicability

This ordinance shall apply to all dwellings and rooms in residential and commercial zoning districts that may be rented or leased for no less than twenty-four (24) hours and no more than thirty (30) days. This ordinance does not apply to hotels, motels, or bed and breakfasts.

This ordinance shall apply to all short-term rentals regardless of whether a digital platform is used for booking or promotional purposes.

C. Purpose

This section is intended to permit (by conditional use permit) and regulate short-term rentals

located in residential and commercial districts in order to protect the availability of owner-occupied and rental housing and uphold health and safety standards for both guests and residents.

D. Definitions

GUEST: A person or persons staying in a short-term rental guest room overnight excluding any portion of the short-term rental not designated as a guest room.

GUEST ROOM: A sleeping room intended to serve no more than two (2) transient guests per night, and no more than two (2) children aged twelve (12) years or younger.

LOCAL MANAGER: An authorized agent of the owner who is available to respond to complaints or other issues in a timely manner.

SHORT-TERM RENTAL: A structure, building, or dwelling, including, but not limited to, an apartment, house, cottage, condominium, or duplex where guest rooms are rented for no more than thirty (30) days. Short-term rentals include the rental of a single guest room in an owner-occupied dwelling.

OWNER: Any person, firm, association, syndicate, partnership, corporation, trust, or any other legal entity having an ownership or leasehold interest in the short-term rental.

E. Standards

- a. Every short-term rental shall have a designated local manager.
- b. The owner or local manager shall be able to respond to complaints or other issues in a timely manner.
- c. The owner or local manager may not rent any portions of the short-term rental concurrently with different guests unless separate dwellings are registered.
- d. No owner or local manager shall erect any external signage for a short-term rental unless approved in accordance with City Code Section 10-10.
- e. All parking for short-term rentals shall be accommodated on site or in another approved location, and all parking, including overnight parking, shall comply with City Code Section 10-8-4.
- f. A conditional use permit is required to operate a short-term rental, and no such permit shall be issued unless the application is reviewed by the Board of Zoning Appeals and Planning pursuant to the procedure set forth in City Code Section 10-4-3(D) and approved by the city council.
- g. The use of any building as a short-term rental without an applicable conditional use permit is prohibited.

- h. An annual registration shall be required to operate and maintain a short-term rental within the city's jurisdiction.
- i. Applications for the annual registration shall be submitted to the City Clerk.
- j. Short-Term Rentals are subject to all applicable federal, state and local taxes including city hotel/motel taxes under Title 3, Chapter 1, and Article F of this Title.
- k. Compliance with applicable laws, codes, and ordinances. The applicant shall comply with all applicable laws, codes, and ordinances including but not limited to the following:
 - i. City Unified Development Code (Title 10 of this code).
 - ii. City Building Codes (Title 9, Chapters 1 and 2 of this code).
 - iii. City Property Maintenance Code (Title 9, Chapter 7 of this code).
 - iv. This code.
 - v. Illinois State Plumbing Code (Title 9, Chapter 4 of this code).
 - vi. All other applicable federal, state and local laws, codes, and standards. (Ord. 10-O-13, 4-20-2010)

F. Registration Term

- a. Registrations shall be issued for one year and shall expire at twelve o'clock (12:00) midnight December 31 of each year. There will be no annual registration fees.
- b. Documents Required for Approval
 - i. A statement of operating policies and methods including, but not limited to:
 - 1. The total number of guests at any one time.
 - 2. Period of operation.
 - 3. Platforms of advertisement.
 - 4. Number of parking spaces and location, including a plan of layout and location of all parking spaces.
 - 5. Name, address, and phone number of the owner(s) and local manager, if applicable, of the property.
- c. Registration Renewal

- i. Updated contact information, if applicable.
 - ii. A summary providing the number of nights the short-term rental was occupied and the total number of guests during the previous 12-month period, if requested.
- d. Inspection Requirements
 - i. Before an annual registration is issued, the Building Code Official and/or the Fire Department shall inspect the short-term rental for compliance with life safety standards and all applicable codes adopted by the City.
 - ii. The Building Official and/or the Fire Department shall determine the maximum occupancy of the short-term rental.

G. Revocation of Registration and Reinstatement

- a. Any registration issued under the provisions of this chapter shall be subject to revocation upon conviction of any violation of this chapter. The registration shall be reinstated only by applying for a new registration under the terms of this chapter and compliance with applicable laws, ordinances, codes, and standards.

H. Prohibition.

- a. No short-term rental may be initiated, established, or maintained in the city except in a residential or commercial districts, in conformance with the regulations, administrative procedures, and standards set forth in this section for a short-term rental conditional use.

I. Violations and Penalties

- a. It shall be unlawful for the owner of any short-term rental to:
 - i. Exceed the scope of the registration or permit issued and any parameters of its issuance.
 - ii. Rent any portions of the short-term rental concurrently with separate guests.
 - iii. Rent any short-term rental for less than 24 hours or more than thirty (30) consecutive days to the same guests.
 - iv. Allow any outdoor activity on the property of the short-term rental between ten o'clock (10:00) PM and eight o'clock (8:00) AM.
 - v. Permit any criminal activity or public nuisance, including but not limited to excessive noise to take place on the property.
- b. Any person in violation of the terms of this chapter shall be guilty of a petty offense and, upon conviction thereof, shall be subject to a fine of not less than fifty dollars

(\$50.00) nor more than seven hundred and fifty dollars (\$750.00) at the discretion of the court. Each day a violation occurs or continues is considered a separate offense.

SECTION FIVE: SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION SIX: CONFLICT. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION SEVEN: EFFECTIVE DATE. This Ordinance shall be in full force and effect upon passage, approval and publication in pamphlet form as provided by law and the provisions of the City Code amended herein shall be reprinted with the changes, provided however the obligation to obtain a registration for short-term rental properties shall not be effective until January 1, 2026.

APPROVED and ADOPTED by the Mayor and City Council of the City of Charleston this 1st day of July 2025 pursuant to roll call vote as follows:

INTRODUCED this _____ day of _____ 2025.
PASSED this _____ day of _____ 2025.
APPROVED this _____ day of _____ 2025.

	Aye	Nay	Abstain	Absent
Mayor:				
<i>Brandon Combs</i>				
City Council:				
<i>Timothy Hutti</i>				
<i>Jeff Lahr</i>				
<i>Dennis Malak</i>				
<i>Tim Newell</i>				

Mayor

ATTEST:

City Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF COLES)

BEFORE THE BOARD OF ZONING APPEALS AND PLANNING
OF THE CITY OF CHARLESTON, COLES COUNTY, ILLINOIS

FINDING OF FACT
WITH RESPECT TO THE PETITION OF THE CITY OF CHARLETON FOR A TEXT
AMENDMENT TO THE CITY OF CHARLESTON UNIFIED DEVELOPMENT CODE.

THE SUBJECT PETITION having been called for hearing this 26th day of June, 2025; proper notice and publication having been made. Proof of said publication of a public notice more than fifteen (15) days prior to this hearing date is on file. The City of Charleston is the petitioner. Evidence is presented, under oath, and the Charleston Board of Zoning Appeals and Planning being fully advised finds as follows:

1. The Charleston Unified Development Code was adopted by the City of Charleston on March 18, 2003, Ordinance Number 03-O-9.
2. That the City may, from time to time, by petition, amend, supplement, or change, by ordinance, the development regulations in the Unified Development Code to better provide for the public health, safety and welfare of the City.
3. Charleston Community Development Director, Abigail Youngblood, is the representative for the petitioner. Ms. Youngblood testified on behalf of the petition requesting Unified Development Code Text Amendments. The petitioner testified as follows:
 - a. The City has been studying possible revisions and text amendments for proper regulation of Short Term Rentals and their regulations and that such regulations will promote and enhance the public health, safety, and welfare of the City and its residents.
4. The petitioner further testified that the application meets the required findings for approval of the text amendment described in Section 10-4-3(B) of the Unified Development Code, and in support thereof the City's representatives presented the

suggested findings of fact contained in the application and their general testimonial and documentary evidence presented during the hearing.

5. The following Exhibits were entered into the record by reference:

- 2020 Charleston Comprehensive Plan
- 2019 Official Zoning Map
- The City Code/Unified Development Code

6. The Petitioner's representative presented the draft ordinance titled "An Ordinance Amending Title 10, Chapter 5, Section 3 (Use Matrices and Interpretations) and Establishing Title 10, Chapter 7, Section 23 of the City of Charleston City Code to Establish Regulations Governing Short-Term Residential Rentals" and offered general discussion of the ordinance to the Board of Zoning Appeals and Planning. The discussion included, but was not limited to, the following findings of fact concerning the relationship that these regulations have with the City's general planning efforts. The following suggested findings of fact were introduced into the record:

- The goals of the City Comprehensive Plan include: 1.) Strive for a more diverse economic base and expand tourism as a contributor to the city's overall economy. 2.) Review and update the Unified Development Code (if applicable) to encourage economic development growth in harmony with the health, safety and welfare of the community. 3.) Maintain the Residential Transition Area in order to encourage a diverse and growing economy while maintaining the aesthetics of the community and protecting the value and integrity of existing neighborhoods. 4.) Evaluate and modify the City codes to reflect current housing patterns and conditions. Utilizing Short Term Rentals encourages the ability for more tourism and outside visitors. Allowing Short-Term Rentals (STRs) enhances Charleston's capacity to accommodate visitors beyond the current hotel infrastructure, thereby increasing tourism-related economic activity and supporting local businesses while maintaining neighborhood characteristics.
- There is a community need and benefit for these proposed changes which are consistent with the furtherance of the city's public health, safety and welfare. By approving a Short-Term Rental (STR) ordinance, the City can provide visitors with more lodging options within Charleston.
- By utilizing Conditional Use Permits, Short-Term Rentals (STRs) can be effectively regulated to ensure they preserve the character of existing neighborhoods while promoting tourism and economic

growth. This approach provides a balanced framework that supports community interests while increasing visitor accommodations and local economic benefits. Requiring a conditional use permit for short-term rentals ensures that adjacent property owners have the opportunity to voice their support or concerns during a public hearing.

- Currently, Short-Term Rentals (STRs) are only permitted in C-2, C-3, and I-1 districts due to their transient populations. However, by implementing STRs in residential neighborhoods, the Board of Zoning Appeals and Planning, City Council, and staff can ensure proper planning procedures and building safety is met. This regulatory approach allows for case-by-case evaluations, ensuring that STRs align with community interests while maintaining neighborhood integrity.

The petitioner continued to offer general discussion and highlights of the proposed text amendment information to the Board of Zoning Appeals and Planning.

7. There were five public comments to the petition.
 - a. Bob Wagner (2774 Whippoorwill Drive) expressed concerns regarding a nearby short-term rental, specifically related to parking regulations and the number of guests occupying the property at one time.
 - b. Chad Bollino (717 Coolidge Avenue) stated that he is a current short-term rental owner who rents a portion of his own home, his neighbor's home, and a camper located in his front yard. He noted that he is working to increase parking on his property to better accommodate guests. Additionally, he explained that his short-term rental generates income and creates jobs for local residents. He expressed his understanding of the need for reasonable regulations.
 - c. David Halsey (8221 W 102 Ter #208 Palos Hills, IL) stated that he has owned a short-term rental in Charleston for six years. He voiced his support for the City collecting hotel/motel taxes from short-term rentals.
 - d. Michael Watts (1036 Colony Way) a member of the City of Charleston Tourism Advisory Board, encouraged the City to approve the ordinance, stating that it would support tourism and that the tax revenue generated would provide additional funding to promote the City through tourism-related events.

e. Austin Senter (2 Westview Drive, Mattoon, Illinois) voiced his concern regarding additional regulations being placed on business owners, sharing his perspective as a current business owner in Charleston and the challenges he has faced.

WHEREAS, the Charleston Board of Zoning Appeals and Planning hereby adopts the Petitioner's aforementioned findings of fact as their own and incorporate such findings as though fully recited herein; and

WHEREAS, based upon the aforementioned findings, the Charleston Board of Zoning Appeals and Planning recommends to the Charleston City Council that the Unified Development Code Text Amendment: Amending Title 10, Chapter 5, Section 3 and Establishing Title 10, Chapter 7, Section 23, be approved. The vote being 6-1 in favor of the petition.

DATED this 26th day of June 2025.

Chairman

ATTEST:

Secretary

City Council Regular Meeting

19)

Meeting Date: 07/15/2025

Submitted By: Deborah Muller, City Clerk

TITLE:

ORDINANCE: Authorizing Acquisition of Real Estate 0.311 Acre.

STAFF RECOMMENDATION:

Approve.

Attachments

ORD: Authorizing Acquisition of Real Estate: 0.311 Acre.

Exhibit 1: Plat of Survey.

ORDINANCE

2025 – O – ____

ORDINANCE AUTHORIZING ACQUISITION OF REAL ESTATE: 0.311 ACRE

WHEREAS, the City of Charleston, Illinois, is interested in acquiring real estate in the western portion of the city for public improvements; and

WHEREAS, the City of Charleston has identified a 0.311-acre parcel of property (the “Property”) a part of parent parcel PIN 02-1-00688-000, legally described in the Plat of Survey attached hereto as Exhibit 1, which would be beneficial to the City of Charleston; and

WHEREAS, the City and the owner of the property have negotiated a Land Acquisition Donation Agreement, attached hereto as Exhibit 2 and incorporated herein by reference (the “Agreement”); and

WHEREAS, it is in the best interest of the citizens of the City of Charleston that said real estate be acquired under the terms set forth in Exhibit 2;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Charleston, a Municipal Corporation, in Coles County, Illinois, as follows:

Section 1. The Agreement attached hereto as Exhibit 2 and incorporated herein is hereby approved, and the City Manager is hereby authorized and directed to execute the Agreement.

Section 2. The City Manager and City Attorney are also hereby authorized and directed to execute all such documents as necessary and sufficient to close on the acquisition of the real property under the terms set forth in the Agreement.

Section 3. If any section, subsection, sentence, clause phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law, and the provisions of the City Code amended herein shall be reprinted with the changes.

INTRODUCED to Council this ____ day of July 2025.

PASSED by roll call vote of Council this ____ day of July 2025.

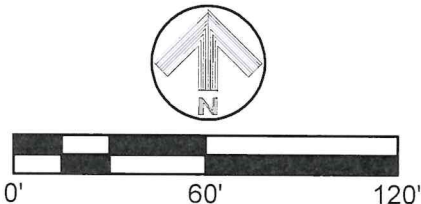
APPROVED by the Mayor this ____ day of July 2025.

	Aye	Nay	Abstain	Absent
Mayor:				
Brandon Combs				
City Council:				
Timothy Hutti				
Jeff Lahr				
Dennis Malak				
Tim Newell				

Brandon Combs, Mayor

ATTEST:

Deborah L. Muller, City Clerk



Plat of Survey
Part of NE¼, SE¼
Sec. 16, T12N, R9E, 3rd PM
Charleston Twp., Coles County, Illinois

IDOT Mon. Found
NE Cor., NE¼, SE¼
Sec. 16-12-9

Illinois Route 16 (Lincoln Avenue)

Record Easements

- 1. Illinois Consolidated Telephone Company**
(Right of Way Permit) (Blanket)
Recorded April 24, 1957
Volume 340, Page 102
(Observed evidence of cable installation along the south line of servient tenement.)
- 2. Coles - Moultrie Electric Cooperative**
Right of Way Easement (Blanket)
Recorded June 4, 1965
Volume 402, Page 266
(Existing overhead power line along the west line of the parent tract - No observed evidence of CMEC utility installations in the immediate vicinity of subject parcel.)
- 3. Dedication of Right of Way for Public Improvements** (To City of Charleston)
Recorded June 5, 1978
Volume 513, Page 510
Storm Sewers, Sanitary Sewers, Water Mains
(South 6' of even width along the entire south line of servient tenement.)

Parcel Area.....0.311 Ac.

Bearing to Azimuth Conversion
S00°11'35"W (Parent Tract Deed) = (Azimuth)180°11'35"

Line Table

- ① 269°42'01" - 75.00'
- ② 359°42'01" - 15.00'
- ③ 89°42'01" - 75.12'
- ④ 180°09'26" - 15.00'

SW Cor. Parent Tract by Agreement
(PLS #1340 Plat of Survey, Dated February 28, 1975)
See Easement Note #3

Proposed Ingress/Egress and Utility Easement (for Parent Tract Access)

Proposed Electric Easement - 1125.90 SF

Westgate Subdivision 9

P.O.B. Electric Esmt.

10'x16' Shed (Portable)

*Witness pin set 1.0' North of true corner.

N. Line, Westgate Sub.

S. Line of Existing 6' Wide Platted Easement (Use: Public Utilities and Drainage)

Source of Title: Warranty Deed (Parent Tract)
Recorded 07/18/2014
Doc. #201400752522

Tax Assessor's P.I.N.
02-1-00688-000
(Parent Tract)

Brass Disk Found
SE Cor., NE¼, SE¼
Sec. 16-12-9

Legend

- Survey Marker Found
- IP w/Cap #2731 Set
- Boundary of Property Surveyed
- A Actual
- R Record

Dated this 9th day of July, 2025 AD

Michael W. Sullivan
Illinois Professional Land Surveyor No. 2731
License Expires 11-30-2026

Survey Completed at the request of:
City of Charleston



CSI CONSOLIDATED SERVICES INC.
of Coles County (IL Prof. Design Firm #1257)

CIVIL ENGINEERING - SURVEYING - CONSTRUCTION LAYOUT
520 Jackson Avenue - P.O. Box 644 - Charleston, Illinois - 61920 - (217) 345-9511
File #4712-05-25

Plat of Survey

Part of NE¼, SE¼
Sec. 16, T12N, R9E, 3rd PM
Charleston Twp., Coles County, Illinois

Description of Property Surveyed

A Part of the Northeast Quarter (NE¼) of the Southeast Quarter (SE¼) of Section 16, Township 12 North, Range 9 East of the Third Principal Meridian (3rd P.M.) being more particularly described as follows:

Commencing at a existing IDOT Monument marking the Northeast Corner of the Northeast Quarter (NE¼) of the Southeast Quarter (SE¼) of Section 16, Township 12 North, Range 9 East of the Third Principal Meridian (3rd P.M.);

thence Azimuth (based on North as determined by previous local surveys) 180°11'35", along the East line of said Quarter-Quarter (¼-¼), 166.09 feet actual) 166.01 feet record) to the intersection of said East line and the Easterly extension of the monumented original South Right-of-Way line of Illinois Route #16;

thence Azimuth 269°25'35", along said original Right-of-Way line and said easterly extension thereof, 623.39 feet actual (622.53 feet record) to the Point of Beginning and a found iron pin, said point being the Northeast corner of that parcel described in a certain Warranty Deed, Recorded July 18, 2014, (Document #201400752522), Coles County Recorder's Office (Parent Tract);

thence Azimuth 180°09'26", along the East line of said parent tract, 418.48 feet actual (419.42 feet record) to the Southeast corner thereof, also being a point on the North line of Westgate Subdivision, Recorded July 2, 1968 (Document #331797), Book 4 of Plats at Page 75, Coles County Recorder's Office to a found iron pin;

thence Azimuth 269°42'01", along the South line of the aforementioned parent tract, 30.00 feet to a point, said point bears 180°09'26", 1.00 feet from a witness iron pin set;

thence Azimuth 0°09'26", 368.41 feet to an iron pin set;

thence Azimuth 269°34'35", 20.00 feet to an iron pin set;

thence Azimuth 00°09'26", 50.00 feet to the South Right-of-Way line of Illinois Route 16 and an iron pin set;

thence Azimuth 89°34'35", along said South right-of-way line, 50.00 feet to the Point of Beginning, the South 60 feet of even width thereof, being subject to a non-exclusive ingress/egress and utility easement, all situated in Charleston Township, Coles County, Illinois and containing 0.311 Acres, more or less.

15' Wide Electric Utility Easement

A Part of the Northeast Quarter (NE¼) of the Southeast Quarter (SE¼) of Section 16, Township 12 North, Range 9 East of the Third Principal Meridian (3rd P.M.), being more particularly described as follows:

Commencing at a existing IDOT Monument marking the Northeast Corner of the Northeast Quarter (NE¼) of the Southeast Quarter (SE¼) of Section 16, Township 12 North, Range 9 East of the Third Principal Meridian (3rd P.M.);

thence Azimuth (based on North as determined by previous local surveys) 180°11'35", along the East line of said Quarter-Quarter (¼-¼), 166.09 feet actual) 166.01 feet record) to the intersection of said East line and the Easterly extension of the monumented original South Right-of-Way line of Illinois Route #16;



Plat of Survey
Part of NE¼, SE¼
Sec. 16, T12N, R9E, 3rd PM
Charleston Twp., Coles County, Illinois

thence Azimuth 269°25'35", along said original Right-of-Way line and said easterly extension thereof, 623.39 feet actual (622.53 feet record) to a found iron pin, said point being the Northeast corner of that parcel described in a certain Warranty Deed, Recorded July 18, 2014, (Document #201400752522), Coles County Recorder's Office (Servient Tenement);

thence Azimuth 180°09'26", along the East line of said servient tenement, 418.48 feet actual (419.42 feet record) to the Southeast corner thereof, also being a point on the North line of Westgate Subdivision, Recorded July 2, 1968 (Document #331797), Book 4 of Plats at Page 75, Coles County Recorder's Office to a found iron pin;

thence Azimuth 269°42'01", along the South line of the aforementioned servient tenement, 30.00 feet and the Point of Beginning;

thence continuing Azimuth 269°42'01", along the said South line, 75.00 feet;

thence Azimuth 359°42'01", 15.00 feet;

thence Azimuth 89°42'01", 75.12 feet;

thence Azimuth 180°09'26", 15.00 feet to the point of beginning containing 1125.90 Square Feet.



Survey Completed at the request of:
City of Charleston

CSI CONSOLIDATED SERVICES INC.
of Coles County (IL Prof. Design Firm #1257)
CIVIL ENGINEERING - SURVEYING - CONSTRUCTION LAYOUT
520 Jackson Avenue - P.O. Box 644 - Charleston, Illinois - 61920 - (217) 345-9511
File #4712-05-25 Pg. 3 of 3