

CITY FLAG
DESIGNED BY
FRFDRICK L. LANGE
JULY 6TH 1964

**CITY COUNCIL AGENDA
CITY OF BELLEVILLE
JANUARY 21, 2014 AT 7:00 P.M.**

1. CALL TO ORDER BY MAYOR AND EXPLANATION OF DISASTER PROCEDURES.
2. ROLL CALL ALDERMEN
3. ROLL CALL DEPARTMENT HEADS
4. PLEDGE OF ALLEGIANCE
5. PUBLIC HEARING
6. PUBLIC PARTICIPATION (2 MINUTES PER PERSON)
7. PRESENTATIONS, RECOGNITIONS & APPOINTMENTS
 - A. MAYOR'S ECKERT WILL APPOINT ERIKA KNIGHT AS ADMINISTRATIVE ASSISTANT TO THE MAYOR'S OFFICE.
8. READING OF MINUTES
9. CLAIMS, PAYROLL & DISBURSEMENTS
10. REPORTS
 - A. HOUSING REPORT OF CASH RECEIPTS FOR FY 2013-2014
11. ORAL REPORTS FROM STANDING COMMITTEES, SPECIAL COMMITTEES, AND ANY OTHER ORAL REPORTS FROM THE ELECTED OFFICIALS OR STAFF
 - A. ALDERMAN RUJAWITZ WILL MAKE THE FOLLOWING MOTIONS ON BEHALF OF PUBLIC HEALTH & HOUSING COMMITTEE:
 1. MOTION TO APPROVE DEMOLITION BID FROM HANKS EXCAVATING IN THE AMOUNT OF \$29,000.00 FOR DEMOLITION OF 1008 CART LANE, 3313 DENVERSHIRE AND 125 N. MICHIGAN.

2. MOTION TO APPROVE RESOLVING THAT THE CITY OF BELLEVILLE HEALTH AND HOUSING DEPARTMENT REQUEST PERMISSION FROM THE ILLINOIS OFFICE OF SECRETARY OF STATE LOCAL RECORDS COMMISSION FOR RECORD DISPOSAL.
- B. ALDERMAN SILSBY WILL MAKE THE FOLLOWING MOTIONS ON BEHALF OF THE FINANCE COMMITTEE:
1. MOTION TO APPROVE THE AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT FOR THE LOCAL DEBT RECOVERY PROGRAM.
 2. MOTION TO APPROVE THE WEBQA MASTER SERVICE AGREEMENT FOR GOVQA FOIA APPLICATIONS.
 3. MOTION TO APPROVE HIRING ONE NEW POLICE OFFICER IMMEDIATELY.
 4. MOTION TO CLOSE THE IKE GRANT/WAGNER CHECKING ACCOUNT.
 5. MOTION TO CLOSE THE DARE FUND AND CHECKING ACCOUNT AND TRANSFER REMAINING FUNDS TO THE POLICE TRUST FUND.
 6. MOTION TO APPROVE THE BUDGET AMENDMENTS AS RECOMMENDED BY THE FINANCE DIRECTOR
- C. ALDERMAN HEISLER WILL MAKE A MOTION ON BEHALF OF MASTER SEWER COMMITTEE TO WAIVE THE SEWER TAP-ON FEE FOR PENN STATION SUBS AT 651 CARLYLE AVE.
- D. ALDERMAN ORLET WILL MAKE A MOTION ON BEHALF OF THE TRAFFIC COMMITTEE TO APPROVE HANDICAP PARKING WITH \$250 FINE AT 720 UNION AVENUE, FOR CURRENT TENANT AND PERSON APPLICABLE TOO.
- E. ALDERMAN KINSELLA WILL MAKE THE FOLLOWING MOTIONS ON BEHALF OF THE ECONOMIC DEVELOPMENT & ANNEXATION COMMITTEE:
1. MOTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH FCB BANK.
 2. MOTION TO APPROVE THE REVISIONS TO THE BUSINESS ASSISTANCE PROGRAM.
- F. ALDERMAN MUSGROVE WILL MAKE THE FOLLOWING MOTIONS ON BEHALF OF THE ORDINANCE AND LEGAL REVIEW COMMITTEE:

1. MOTION TO AUTHORIZE ISSUANCE OF REQUEST FOR PROPOSALS FOR RECODIFICATION SERVICES.
 2. MOTION TO CONSIDER AN ORDINANCE AMENDING CHAPTER 3 CONCERNING COMPLIANCE WITH THE ILLINOIS FREEDOM OF INFORMATION ACT.
- G. ALDERMAN SEIBERT WILL MAKE THE FOLLOWING MOTIONS ON BEHALF OF THE STREETS & GRADES COMMITTEE:
1. MOTION TO APPROVE MFT REQUESTS. (MFT FUNDS) - PROJECT: MUNICIPAL ESTIMATE OF MAINTENANCE FOR 2013-2014.
 2. MOTION TO APPROVE LOCAL AGENCY AGREEMENT – PROJECT: WEST BELLEVILLE BIKE TRAIL PHASE 2.
 3. MOTION TO APPROVE INSTALLATION OF A STREETLIGHT ON AN EXISTING POLE AT THE COMMUNITY GARDEN AT 95TH STREET - PROJECT: INSTALLATION OF STREETLIGHT ON EXISTING POLE.
12. COMMUNICATIONS FROM MAYOR, CLERK, OR OTHER CITY OFFICIALS
- A. REQUEST FROM METRO EAST PRIDE ASKING PERMISSION TO HOLD THEIR 7TH ANNUAL PRIDE FESTIVAL ON SATURDAY, JUNE 21, 2014 AND THE CLOSURE OF WEST MAIN STREET BETWEEN 1ST AND 3RD STREETS AND 2ND STREET FROM “A” STREET TO WASHINGTON, AS WELL AS THE LOT BEHIND EGYPTIAN STATIONERS FROM 8 AM UNTIL MIDNIGHT.
 - B. REQUEST FROM THE ANCIENT ORDER OF HIBERNIANS TO HOLD THEIR 12TH ANNUAL ST. PATRICK’S DAY PARADE ON MARCH 15, 2014 FROM 11:00 AM TO 1:00 PM. THE PARADE WILL ASSEMBLE AT NORTH 3RD AND B STREETS, PROCEED SOUTH ON 3RD STREET TO WEST MAIN, THEN EAST ON MAIN AND CONCLUDE AT OAK STREET. THEY ARE ALSO REQUESTING BARRICADES FROM THE STREET DEPT. AND TRAFFIC CONTROL FROM THE POLICE DEPT. THEY RESPECTFULLY ASK THAT THE WATER IN THE VETERAN’S MEMORIAL FOUNTAIN BE DYED GREEN IF WEATHER CONDITIONS AND MAINTENANCE SCHEDULES PERMIT.
13. PETITIONS
14. RESOLUTIONS

- A. RESOLUTION NO. 3158 – A RESOLUTION TRANSFERRING CDBG FUNDS
 - B. RESOLUTION NO. 3159 – A RESOLUTION AUTHORIZING EXECUTION OF AMENDMENT NUMBER ONE TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE ILLINOIS OFFICE OF THE COMPTROLLER AND CITY OF BELLEVILLE.
 - C. RESOLUTION NO. 3160 – A RESOLUTION AMENDING THE ANNUAL BUDGET OF THE CITY OF BELLEVILLE, ILLINOIS FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF MAY 2013, AND ENDING ON THE 30TH DAY OF APRIL, 2014.
 - D. RESOLUTION NO. 3161 – A RESOLUTION AMENDING THE ANNUAL BUDGET OF THE CITY OF BELLEVILLE, ILLINOIS FOR THE FISCAL YEAR BEGINNING ON THE FIRST OF MAY 2013 AND ENDING ON THE 30TH DAY OF APRIL, 2014.
 - E. RESOLUTION NO. 3162 – A RESOLUTION AUTHORIZING DISPOSAL OF RECORDS WITH APPROVAL OF LOCAL RECORDS COMMISSION.
 - F. RESOLUTION NO. 3163 – A RESOLUTION ADOPTING POLICE COMMAND STAFF POLICY.
15. ORDINANCES
- A. ORDINANCE NO. 7744 – AN ORDINANCE AMENDING CHAPTER 3(CITY ADMINISTRATION) OF THE REVISED CODE OF ORDINANCES OF BELLEVILLE, ILLINOIS, AS AMENDED, BY ADDING SECTION 3.38 THERETO CONCERNING COMPLIANCE WITH THE ILLINOIS FREEDOM OF INFORMATION ACT.
16. UNFINISHED BUSINESS
- A. ZONING BOARD OF APPEALS ADVISORY REPORT CASE 64-DEC13 – PETER TORASON (RULER FOODS) – REQUESTING A SPECIAL USE PERMIT TO CONSTRUCT A BUILDING LARGER THAN 150 SQUARE FEET IN AREA THAT HAS METAL FAÇADE AT 1703 NORTH BELT WEST IN A C-2 HEAVY COMMERCIAL DISTRICT. (APPLICABLE PORTION OF THE ZONING CODE: 60-6-50)
 - B. ORDINANCE NO. 7741 – A ZONING ORDINANCE IN RE CASE 64-DEC13 – PETER TORASON (RULER FOODS) – GRANTING A SPECIAL USE PERMIT TO CONSTRUCT A BUILDING LARGER THAN 150 SQUARE FEET IN AREA THAT HAS METAL FAÇADE AT 1703 NORTH BELT WEST IN C-2 HEAVY COMMERCIAL DISTRICT.
17. MISCELLANEOUS & NEW BUSINESS

- A. MOTOR FUEL CLAIMS IN THE AMOUNT OF \$33,461.89.
 - B. THE CITY COUNCIL MAY GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL, LITIGATION, AND PROPERTY ACQUISITION.
 - C. POSSIBLE MOTIONS AND/OR RESOLUTIONS AUTHORIZING PURCHASE OF REAL ESTATE.
18. ADJOURNMENT (ALL QUESTIONS RELATING TO THE PRIORITY OF BUSINESS SHALL BE DECIDED BY THE CHAIR WITHOUT DEBATE, SUBJECT TO APPEAL.)

CITY OF BELLEVILLE, ILLINOIS



MARK W. ECKERT, Mayor
101 South Illinois Street
Belleville, IL 62220-2105
Phone: 618-233-6810

MEMORANDUM

TO: Aldermen, City of Belleville
City Department Heads
City Clerk Dallas Cook
City Treasurer Dean Hardt

FROM: Mayor Mark W. Eckert *mw.E*

DATE: Friday, January 17, 2014

SUBJECT: Appointment of Administrative Assistant to the Mayor's Office

After a number of months of searching for the right person to work full time in the Mayor's office, I am requesting the City Council approve my appointment of Erika L. Knight as Administrative Assistant to the Mayor's Office effective immediately.

Erika has a Bachelors Degree in History from Murray State University. She has the customer service and communication skills needed for this important position. Erika resides in the corporate city limits of Belleville and will be a great addition to the Mayor's office.

Erika will be paid the same as budgeted for this position for the 2013/2014 fiscal year. The amount budgeted for the position is \$16.0334 per hour, which equates to \$33,349.47 per year.

Thank you.

UNAPPROVED

**CITY OF BELLEVILLE, ILLINOIS
REGULAR CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
JANUARY 8, 2014 – 7:00 PM**

(Rescheduled from January 6, 2014 due to inclement weather)

Mayor Mark Eckert called this meeting to order and asked the City Clerk Dallas B. Cook to call roll. Members present on roll call: Mayor Mark Eckert, City Clerk Dallas B. Cook and City Treasurer Dean Hardt. Aldermen: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

ROLL CALL DEPARTMENT HEADS

Roll Call Department Heads: Police Chief Bill Clay, Fire Chief Scott Lanxon, City Attorney Garrett Hoerner, Ken Vaughn, Jamie Maitret, Tim Gregowicz, Jim Schneider Leander Spearman, Emily Fultz, Chuck Schaeffer, Bob Sabo and Debbie Belleville.

Royce Carlisle and Chuck Schaeffer were excused.

Debbie Belleville arrived late.

PLEDGE

Mayor Eckert led the Pledge of Allegiance to the Flag.

Mayor Eckert asked for a moment of silence in honor of Lois Hock, a long time city employee, who recently passed away.

Mayor Eckert went over the emergency procedures.

PUBLIC PARTICIPATION

Mayor Eckert asked if anyone would like to come forward for the public participation portion of the meeting and said please state your name and address for the record and limit comments to approximately two to three minutes per person.

Michael Hagberg of 701 Centreville Ave. asked about the status of broadcasting the Council Meetings. Mayor Eckert stated he has called Charter and has received no response but he will continue to pursue Charter aggressively. Lindenwood is ready and the City staff is ready.

PUBLIC PARTICIAPTION – CONTINUED
JANUARY 7, 2014

Rick Brown of 125 Lucia in Shiloh spoke in reference to the variances Philip Crader is applying for. He stated that Mr. Kern and Mr. Sprague had come up with the retroactive zoning changes, which was against the law then and now. He also stated someone needs to ask the City Attorney to write a summary why he feels it is still constitutional, the City taking peoples' property, without due process, by changing an ordinance.

Stewart Lannert of 318 S. 29th St. stated Scott Air Force Base has control over too much area. Other airports fly over residential properties with little concern. He also stated for ever one nickel and dime store that opens there are two that leave. He believes Lindenwood is trying to take over Belleville and with them buying up the personal property the tax rolls are reduced and the residents have to make up the shortage. He said he noticed it's a big turnout tonight and the only time there is a big turnout is when someone wants something from the City. He stated if someone wants to build a grocery store that's fine but as he sees it, they need to use their own money.

Mayor Eckert closed public participation.

PRESENTATIONS, RECOGNITION & APPOINTMENTS

Mayor Eckert asked for a motion to approve the appointment of Tom Pour as Interim Fire Chief.

Alderman Anthony made a motion seconded by Alderman White to approve the appointment of Tom Pour as Interim Fire Chief effective 12:01 AM February 4, 2014.

Alderman Schneider asked about the pay rate stated in the memo the Mayor wrote. The Mayor stated they are taking on a lot of additional duties and it is a very demanding job.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden White, Galetti, Musgrove and Orlet.

Members voting nay on roll call: Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

Mayor Eckert asked for a motion to approve the appointment of Arthur "Bud" Jacobs, Jr. as Interim Deputy Fire Chief effective 12:01 AM February 4, 2014.

PRESENTATIONS – CONTINUED
JANUARY 7, 2014

Alderman Schmidt made a motion seconded by Alderman Heisler to approve the appointment of Arthur “Bud” Jacobs, Jr. as Interim Deputy Fire Chief effective 12:01 AM February 4, 2014.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden White, Galetti, Musgrove and Orlet.

Alderman Schneider voted present.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

Mayor Eckert asked for a motion to approve the Police and Fire Commissioner’s action of promoting Mark Heffernan to Sergeant effective January 7, 2014.

Alderman Rujawitz made a motion seconded by Alderman Schmidt to approve the Police and Fire Commissioner’s action of promoting of Mark Heffernan to Sergeant effective January 7, 2014.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

Mayor Eckert recognized the character word of the month “Integrity” doing what is right even if it’s difficult.

Alderman Schneider asked if these words are being said to particular people or everyone.

Mayor Eckert stated these words are for everyone. These words come from the community and schools.

MINUTES

Alderman Heisler made a motion seconded by Alderman Kinsella to receive and file the minutes of regular City Council meeting held December 16, 2013.

All members present voted aye.

CLAIMS

GENERAL FUND TOTAL	\$ 567,747.76
SEWER OPERATIONS TOTAL	\$ 139,429.06
INSURANCE FUND	\$ 314,832.23
LIBRARY	\$ 89,309.71
PARK AND RECREATION	\$ 6,349.67
TIF 1	\$ 210,543.50
TIF 2	\$ 130.00
MOTOR FUEL TAX	\$ 11,502.65
TORT LIABILITY FUND	\$ 543.53
SEWER CONSTRUCTION	\$1,746,439.74
SPECIAL SERVICE AREA	\$ 421.25
SALES TAX TIF	\$1,381,388.71
TIF 3	\$ 109,772.09
BELLEVILLE ILLINOIS TOURISM	\$ 2,716.92
TIF 16 ROUTE 15 WEST CORRIDOR	\$ 2,893.00
2005 BOND FUND I & S	\$ 397.50
POLICE TRUST	\$ 2,573.86
NARCOTICS	\$ 3,898.00
LLE BLOCK GRANT	\$ 143,770.08
TIF 17 E MAIN STREET	\$ 3,791.00

Alderman Heisler made a motion seconded by Alderman Schmidt to approve the claims for payment.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

REPORTS

1. ZONING BOARD OF APPEALS ADVISORY REPORT - 60-DEC13 – PUZE USA, INC. – REQUESTING A SPECIAL USE PERMIT FOR A LIQUOR LICENSE AT 223 EAST MAIN ST. LOCATED IN A C-2 HEAVY COMMERCIAL DISTRICT. (APPLICABLE PORTION OF ZONING CODE: 60-6-50.

Alderman White made a motion seconded by Alderman Rujawitz to approve the recommendation of the Zoning Board and have the proper ordinance drawn.

Discussion followed.

REPORTS – CONTINUED
JANUARY 7, 2014

All members present voted aye.

2. ZONING BOARD OF APPEALS ADVISORY REPORT - 61-DEC13 – PHILIP CRADER – REQUESTING A USE VARIANCE IN ORDER TO OCCUPY THE STRUCTURE AT 1300 EAST B ST. AS A DUPLEX IN AN A-1 SINGLE FAMILY ZONING DISTRICT. (APPLICABLE PORTION OF ZONING CODE: 60-6-4.)

Alderman Kinsella made a motion seconded by Alderman Heisler to approve the recommendation of the Zoning Board and have the proper ordinance drawn.

All members present voted aye.

3. ZONING BOARD OF APPEALS ADVISORY REPORT - 62-DEC13 – PHILIP CRADER – REQUESTING AN AREA/BULK VARIANCE IN ORDER TO USE THE STRUCTURE AT 1300 EAST B STREET LOCATED IN AN A-1 SINGLE FAMILY ZONING DISTRICT AS A DUPLEX. THE LOT IS 6,250 SQ. FT. IN AREA AND THE STRUCTURE IS SET BACK APPROXIMATELY 0 FT. FROM THE FRONT AND SIDE PROPERTY LINES. (APPLICABLE PORTION OF ZONING CODE: 60-6-3.)

Alderman Kinsella made a motion seconded by Alderman Heisler to approve the recommendation of the Zoning Board and have the proper ordinance drawn.

All members present voted aye.

4. ZONING BOARD OF APPEALS ADVISORY REPORT - 63-DEC13 – DAVID BRANDT – REQUESTING A SIGN INSTALLATION PERMIT FOR THE AREA OF SPECIAL CONTROL IN ORDER TO INSTALL ONE (1) FLUSH MOUNTED, NON ILLUMINATED SIGN TOTALING 30 SQ. FT. AT 6 S. CHURCH ST. LOCATED IN A C-C HEAVY COMMERCIAL ZONING DISTRICT. (APPLICABLE PORTION OF ZONING CODE: 53-4-6.)

Alderman White made a motion seconded by Alderman Schmidt to approve the recommendation of the Zoning Board and have the proper ordinance drawn.

All members present voted aye.

REPORTS – CONTINUED
JANUARY 7, 2014

5. ZONING BOARD OF APPEALS ADVISORY REPORT - 64-DEC13 – PETER TORASON (RULER FOODS) – REQUESTING A SPECIAL USE PERMIT TO CONSTRUCT A BUILDING LARGER THAN 150 SQUARE FEET IN AREA THAT HAS A METAL FAÇADE AT 1703 NORTH BELT WEST IN A C-2 HEAVY COMMERCIAL DISTRICT. (APPLICABLE PORTION OF THE ZONING CODE: 60-6-50.)

Mayor Eckert stated the gentleman from Ruler Foods called and he is unable to be here due to the weather and he asked to postpone. Alderman Randle had a statement he wanted to read, but he has pipes that have broken, so the Mayor thinks it would be only right to postpone this

Alderman Hayden made a motion seconded by Alderman Schmidt to postpone until the next meeting.

All members present voted aye.

ORAL REPORTS

Alderman Heisler made a motion on behalf of the Master Sewer Committee seconded by Alderman Hayden to approve the LTCP Construction Pay Request from Korte/Luitjohan and Thouvenot, Wade and Moerchen for a total amount of \$165,320.75.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

COMMUNICATIONS

Communication from St. Elizabeth's Hospital requesting permission to decorate light post and bump-out railings on East/West Main Street and Illinois Street for three blocks out from the fountain, to support breast health awareness month. The ribbons would be put up on January 31st and removed February 28, 2014.

Alderman Schmidt made a motion seconded by Alderman Kinsella to grant this request.

All members present voted aye.

RESOLUTIONS 3155 - 3157

Alderman Anthony made a motion seconded by Alderman Orlet to have Resolutions no. 3155, 3156 & 3157 read by title only as a group.

All members present voted aye.

RESOLUTION NO. 3155 – A RESOLUTION RESOLVING THAT THE CITY OF BELLEVILLE REQUEST PERMISSION FROM IDOT TO CLOSE ROUTE 159 AT THE PUBLIC SQUARE FROM 5:30 PM UNTIL 12:00 PM ON FRIDAY, APRIL 25, 2014 FOR THE BELLEVILLE 200 PARADE AND 5K RUN.

RESOLUTION NO. 3156 - A RESOLUTION RESOLVING THAT THE CITY OF BELLEVILLE REQUEST PERMISSION FROM IDOT TO CLOSE ROUTE 159 AT THE PUBLIC SQUARE FROM 11:00 AM UNTIL 12:30 PM ON SATURDAY, SEPTEMBER 13, 2014 FOR THE GREATER LAKES SHRINE ASSOCIATION PARADE.

RESOLUTION NO. 3157 - A RESOLUTION RESOLVING THAT THE CITY OF BELLEVILLE REQUEST PERMISSION FROM IDOT TO CLOSE ROUTE 159 AT THE PUBLIC SQUARE FROM NOON THURS., SEPTEMBER 18, 2014 UNTIL 2 AM MON., SEPTEMBER 22, 2014 FOR THE BELLEVILLE 200 OKTOBERFEST CELEBRATION.

Alderman Schmidt made a motion seconded by Alderman Heisler to approve Resolution 3155, 3156 and 3157.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

ORDINANCE NO. 7737 – 7743

Alderman Schmidt made a motion seconded by Alderman Anthony to have Ordinance No. 7737, 7738, 7739, 7740, 7742 and 7743 read by title only.

All members present voted aye.

ORDINANCE NO. 7737 – A ZONING ORDINANCE IN RE CASE #60DEC13 – PUZE USE, INC. – A SPECIAL USE PERMIT FOR A LIQUOR LICENSE AT 223 EST MAIN ST.

ORDINANCE NO. 7738 – A ZONING ORDINANCE IN RE CASE #61DEC13 – PHILIP CRADER. – A USE VARIANCE IN ORDER TO OCCUPY THE STRUCTURE AT 1300 EAST B ST.

ORDINANCES – CONTINUED
JANUARY 7, 2014

ORDINANCE NO. 7739 – A ZONING ORDINANCE IN RE CASE #62DEC13 – PHILIP CRADER. – AN AREA /BULK VARIANCE IN ORDER TO USE THE STRUCTURE AT 1300 EAST B STREET AS A DUPLEX.

ORDINANCE NO. 7740 – A ZONING ORDINANCE IN RE CASE #63DEC13 – DAVID BRANDT. – A SIGN INSTALLATION PERMIT FOR THE AREA OF SPECIAL CONTROL.

Alderman Rujawitz made a motion seconded by Alderman Hult to approve Ordinance No. 7737, 7738, 7739 and 7740 as a group.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

ORDINANCE NO. 7742 – A ZONING ORDINANCE IN RE CASE #58NOV13 – EHSSAN (SAMMY) HAMDAN. – A USE VARIANCE IN ORDER TO OPERATE A CONVENIENT STORE AT 528 N. DOUGLAS AVE.

Alderman Schmidt made a motion seconded by Alderman Rujawitz to approve Ordinance No. 7742.

Alderman Hult wanted to remind her colleagues this didn't pass Zoning or here without controversy and encourages everyone to vote no.

Alderman Kinsella wanted to make it clear that this is in his and Alderman Heisler's ward and they would oppose to any liquor being sold there.

Liquor being sold is not the issue tonight. This ordinance is for a variance for the store.

Members voting aye on roll call: Heisler, Kinsella, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, and Orlet

Members voting nay on roll call: Hult

Alderman Schneider abstained because, as before, she was not given any information on this.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

ORDINANCE NO. 7743 – ORDINANCE NO. 7743 – AN ORDINANCE AMENDING CHAPTER 52 (TRAFFIC) OF THE REVISED ORDINANCES OF THE CITY OF BELLEVILLE, ILLINOIS AS

ORDINANCES – CONTINUED
JANUARY 7, 2014

AMENDED, BY AMENDING PORTIONS OF SECTIONS THEREOF. – NO PARKING ZONES ON N. CHURCH STREET SOUTH OF DOUGLAS AVE.

Alderman Hayden made a motion seconded by Alderman Anthony to pass Ordinances 7743.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

MISCELLANEOUS & NEW BUSINESS

Alderman Schmidt asked if at the beginning of the minutes we can put the first name of the aldermen. Also, if more detail can be given on ordinances and more detail on discussions, like which aldermen were involved in the discussion.

Alderman Hayden stated we honored some interim promotions and police promotion which he totally supports and endorses and support the equal pay for the job, complimented the Mayor on the moment of silence in honor of Lois Hock and spoke highly of her. He also complimented the Public Works Dept. and Street crew and they deserve a tremendous round of applause. He stated he doesn't think we've had this much snow since 1982 but there were no negative seven degree temperatures. They have had discussions in Streets & Grades considering other options to enhance street cleaning but the job they did is just unbelievable. He stated he sent Mayor Eckert an e-mail in relation to the budget process and request for proposals as relates to the Meredith Home and wanted to know if he has had a chance to look at it. Mayor Eckert says they have looked it but the last few days he hasn't made any progress, he's been in full snow mode.

Mayor Eckert stated it's been interesting the last few days. He thanked the staff and the departments that have been on snow watch. Jim Schneider reached out to variance partnerships for volunteers to help residents who couldn't do for themselves. He stated his office and the switchboard took a beating with phone calls.

Alderman Schneider spoke in reference to some of the calls she received. Alderman Schneider asked about the alleys with McClintock closed for construction.

Mayor Eckert stated he would talk to Chuck Schaeffer in the morning. Another concern is the drifting snow and the big piles of snow. There have been residents asking rebates for trash not picked up. Mayor Eckert stated there will be no refunds. Mayor Eckert stated he is proud

MISC. AND NEW BUSINESS – CONTINUED
JANUARY 7, 2014

of the staff and we have an excellent staff.

Alderman Hayden made a motion seconded by Alderman Schmidt to approve Motor Fuel Tax claims of \$11,502.65.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

Alderman Kinsella made a motion seconded by Alderman Schmidt to go into Executive Session at 7:50 pm to discuss personnel, litigation, and property acquisition.

All members present voted aye.

Mayor Eckert thanked the families that came tonight and also thanked everyone who participated in the 200th Celebration kickoff on January 1st.

Following executive session, the council went back into regular session at approximately 9:30 pm.

Alderman made a motion seconded by Alderman to approve recommended worker's compensation Case #1 settlement in the amount of \$50,983.05.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

Alderman made a motion seconded by Alderman to approve recommended worker's compensation Case #2 settlement in the amount of \$32,915.63.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

Alderman Schmidt made a motion seconded by Alderman Heisler to approve the property settlement, for N. Illinois Streetscape, of parcel #8112103 with Steven D. Kiefer in the amount of \$92,250.00.

MISC. AND NEW BUSINESS – CONTINUED
JANUARY 7, 2014

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

Alderman Schmidt made a motion seconded by Alderman White to approve the property settlement, for N. Illinois Streetscape, of parcel # 8112040 A & B with Steven D. Kiefer in the amount of \$127,750.00.

Members voting aye on roll call: Heisler, Kinsella, Hult, Schmidt, Rujawitz, Anthony, Hayden, White, Galetti, Musgrove, Orlet and Schneider.

Aldermen Randle, Davidson, Silsby and Seibert were absent.

ADJOURNMENT

Alderman Hayden made a motion seconded by Alderman Hult to adjourn at 9:35 pm.

All members present voted aye.

Dallas B. Cook, City Clerk

CASH RECEIPTS
FISCAL YEAR '2013-2014'

	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	CUMULATIVE TOTL
NONCONFORMING USE													
HOUSING PENALTY FEE													
MISC. COIN													
GAS & BOILER FEES	\$ 105.00	\$ 140.00	\$ 155.00	\$ 90.00	\$ 315.00	\$ 120.00	\$ 30.00	\$ 188.00					\$ 1,143.00
PLUMBING FEES	\$ 62.00	\$ 193.00	\$ 276.00	\$ 252.00	\$ 368.00	\$ 345.00	\$ 205.00	\$ 388.00					\$ 2,089.00
ELECTRICAL FEES	\$ 2,105.00	\$ 2,005.00	\$ 1,860.00	\$ 1,615.00	\$ 2,560.00	\$ 1,890.00	\$ 1,420.00	\$ 1,395.00					\$ 14,850.00
ELECTRICAL LICENSE FEES	\$ 850.00	\$ 100.00	\$ 100.00					\$ 100.00					\$ 1,150.00
ELECTRICAL TESTING FEES				\$ 50.00									\$ 50.00
BUILDING PERMITS	\$ 2,885.00	\$ 1,080.00	\$ 701.00	\$ 617.00	\$ 855.00	\$ 906.00	\$ 43,472.00	\$ 360.00					\$ 50,876.00
DEMOLITION PERMITS	\$ 50.00	\$ 100.00			\$ 150.00	\$ 200.00	\$ 150.00	\$ 50.00					\$ 700.00
HOME OCCUPATION PERMITS	\$ 100.00	\$ 100.00	\$ 200.00	\$ 100.00	\$ 150.00	\$ 150.00	\$ 50.00						\$ 850.00
SIGN PERMITS	\$ 127.18	\$ 30.00	\$ 95.00	\$ 95.00	\$ 30.00	\$ 82.25	\$ 67.00	\$ 105.00					\$ 631.40
CODE BOOKS													
BOCA CODE BOOK													
CRIME FREE HOUSING													
ZONING CERTIFICATE													
AERATION INSPECTION FEES													
OCCUPANCY PERMITS	\$ 12,250.00	\$ 10,750.00	\$ 12,775.00	\$ 14,950.00	\$ 10,550.00	\$ 13,600.00	\$ 8,100.00	\$ 8,600.00					\$ 91,575.00
HOUSING INSPECTIONS	\$ 12,540.00	\$ 12,240.00	\$ 15,420.00	\$ 13,730.00	\$ 15,530.00	\$ 13,920.00	\$ 10,190.00	\$ 7,680.00					\$ 101,250.00
EXCAVATION PERMIT		\$ 20.00	\$ 410.00	\$ 50.00	\$ 75.00	\$ 355.00	\$ 150.00	\$ 20.00					\$ 1,080.00
COMBINATION PERMITS	\$ 3,684.00	\$ 3,254.00	\$ 3,207.00	\$ 13,788.00	\$ 1,979.66	\$ 1,319.00	\$ 7,537.00	\$ 6,060.00					\$ 40,828.66
DUMPSTER PERMIT	\$ 100.00	\$ 50.00	\$ 100.00	\$ 50.00	\$ 50.00	\$ 100.00							\$ 450.00
REFUSE CONTAINER FEE	\$ 250.00	\$ 450.00	\$ 500.00	\$ 400.00	\$ 250.00	\$ 200.00	\$ 700.00	\$ 450.00					\$ 3,200.00
LARGE ITEM PICKUP FEE	\$ 2,475.00	\$ 2,205.00	\$ 2,090.00	\$ 2,660.00	\$ 2,070.00	\$ 1,790.00	\$ 1,085.00	\$ 1,281.00					\$ 15,636.00
SEWER TAP-IN FEES	\$ 19,375.00	\$ 31,850.00	\$ 18,525.00	\$ 32,175.00	\$ 25,750.00	\$ 4,325.00	\$ 24,575.00	\$ 17,100.00					\$ 173,675.00
SEWER TAP-IN INSPECTION	\$ 670.00	\$ 1,120.00	\$ 950.00	\$ 1,470.00	\$ 1,100.00	\$ 600.00	\$ 4,840.00	\$ 700.00					\$ 11,450.00
TOTAL COLLECTED	\$ 57,628.18	\$ 65,687.00	\$ 57,364.00	\$ 82,092.00	\$ 65,357.66	\$ 94,027.25	\$ 149,751.00	\$ 51,327.00	\$ -	\$ -	\$ -	\$ -	\$ 623,234.00

CITY OF BELLEVILLE

BID OPENING DATA SHEET

SUBJECT: Cart Ln. / Denvershire / Michigan Demolitions
DATE: 12/17/13 TIME: 10:00 PLACE: Council Chambers

WITNESSES:

Kathy Range
CITY CLERK'S OFFICE

Jamie Martin
PURCHASING OFFICE

Robert Sabo Housing
DEPARTMENT HEAD'S OFFICE

Roger Bradford
OTHER

VENDORS PRESENT:

Tim Leadley
NAME

Hayes Contracting
COMPANY

Tammy Shafer
NAME

S. Shafer Excavating
COMPANY

DUSTIN SEWERS
NAME

RITE-WAY EXCAVATING
COMPANY

NAME

COMPANY

NAME

COMPANY

NAME

COMPANY

BID OPENING NOTES:

		Bid Bond
Green Trac	\$ 34,384.00	✓
Hayes Contracting	\$ 44,744.00	✓
S. Shafer Excavating	\$ 41,830.00	✓
Hank's Excavating	\$ 29,000.00	✓
Rite-Way Excavating	\$ 47,615.00	✓
Petroff	\$ 42,240.00	✓



OFFICE OF THE SECRETARY OF STATE

LOCAL RECORDS COMMISSION

JESSE WHITE
Secretary of State
State Archivist

ILLINOIS STATE ARCHIVES
MARGARET CROSS NORTON BUILDING
SPRINGFIELD, IL 62756
(217) 782-7075
FAX (217) 557-1928

COPY

COMMISSION MEMBERS

November 5, 2013

PAUL C. SCHMITZ
Christian County Board Chairman

JAY SCOTT
Macon County State's Attorney

DAVID A. JOENS
State Archivist Designee

GARY STOCKTON
State Historian Designee

PATTY A. SPRAGUE
St. Clair County Auditor

Mr. Robert Sabo, Director
Belleville Health, Housing, and Building Dept.
213 S. Illinois St.
Belleville, IL 62220

Dear Director Sabo:

The enclosed Application for Authority to Dispose of Local Records #13:288 was approved by the Local Records Commission on November 5, 2013. This is your authority to dispose of each record series in accordance with the retention period listed in the recommendation for each record series.

However, please note the provisos on the signature page which explain requirements concerning audits, litigation, filing of Local Records Disposal Certificates, digitizing, and microfilming.

Commission rules require that a Local Records Disposal Certificate must be filed with the Records Management Section of the Office of the Secretary of State sixty (60) days prior to disposal of any records. Our staff will process your request and return a copy of the Disposal Certificate to you marked approved or disapproved. Blank Local Records Disposal Certificates are enclosed for this purpose. An electronic copy is available on our website. If you would like a Power Point Presentation to help train your staff please send your request to the email address below.

Please contact our staff at (217)782-7075 or (217)782-7076 if you have any questions regarding your application.

Sincerely,

Gloria Huston, Archival Program Administrator
Records Management Section
Illinois State Archives
ghuston@ilsos.net

GH:rm
Enclosures

RECORDS DISPOSAL CERTIFICATE

TO: Local Records Commission
 Illinois State Archives Building
 Springfield, Illinois 62756
 (217) 782-7075

APPLICATION # 13,288

COUNTY: St. Clair

FROM: City of Belleville Health & Housing Dept.
 (Agency - Division)

ADDRESS: 213 S Illinois St
 (Street, P.O. Box)

Belleville, IL 62220
 (City, Zip Code)

TELEPHONE: 618-233-6817

Directions:

1. Fill in all blanks and columns
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

COPY

APPLICATION ITEM NO.	RECORD SERIES	INCLUSIVE DATES	CUBIC FEET TO BE DISPOSED
15	Electrical License Renewal 1998-2005	1998-2005	2.5 ^{Paper Box}
16	Electrical & Mechanical Permits	1992-2008	1.7
7	Cash receipts, Books/reports, Copies of Claims ^{7 yrs by Finance}	2002-2011	4.0
2	Administrative files + correspondence	1994-2011	2.2
5, 30, 35	Building, Plumbing and sign permits	1955-2011	2.6
34	sick and vacation time request ^{2 yrs in Admin Reserve}	2001-2011	2.5

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that in compliance with authorization received from the Local Records Commission the records listed above will be disposed of on or after

 Signature Date

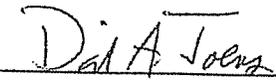
(Signature required only if records have been microfilmed or digitized)

Please print name and title on the line above

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288

Page 1 of 11

COUNTY	CITY	ZIP	LOCAL RECORDS COMMISSION APPROVAL
St. Clair	Belleville	62220	
AGENCY Belleville, City of Health, Housing, and Building Dept.			CHAIRMAN
ADDRESS 213 S. Illinois St.			
PHONE (618) 233-6817			
I hereby request authority to dispose of local government records according to the schedule below. I certify that any microfilm or digitized copies will be made in accordance with standards of the Local Records Commission and will be adequate substitutes for the original records.			 DIRECTOR, STATE ARCHIVES
 Signature of Agency Head		<u>9/24/13</u> Date	
Robert Sabo, Director			<u>November 5, 2013</u> DATE

RECORDS LISTED ON THIS APPLICATION MAY BE DISPOSED OF:

- AFTER THEIR INDIVIDUAL RETENTION PERIOD IS COMPLETE,
- IF THEY ARE CORRECTLY LISTED ON A RECORDS DISPOSAL CERTIFICATE SUBMITTED TO AND APPROVED BY THE LOCAL RECORDS COMMISSION SIXTY (60) DAYS PRIOR TO DISPOSAL,
- PROVIDING ANY LOCAL, STATE, AND FEDERAL AUDIT REQUIREMENTS HAVE BEEN MET,
- AS LONG AS THEY ARE NOT NEEDED FOR ANY LITIGATION EITHER PENDING OR ANTICIPATED.

THIS RECORDS RETENTION SCHEDULE DOES NOT RELIEVE LOCAL GOVERNMENTS OF RETENTION REQUIREMENTS MANDATED BY OTHER STATE AND FEDERAL STATUTES AND/OR REGULATIONS. WHEN SUCH AN OBLIGATION DOES EXIST, THEN THE LONGER RETENTION PERIOD TAKES PRECEDENCE.

DISPOSAL OF RECORDS AFTER MICROFILMING OR DIGITIZING MUST BE NOTED ON THE RECORDS DISPOSAL CERTIFICATE

THIS APPLICATION AND ANY RELATED RECORDS CERTIFICATES ARE TO BE RETAINED PERMANENTLY.


 Page 1 of 11

Local Records Unit
 Illinois State Archives
 Margaret Cross Norton Building
 Springfield, IL 62756
 (217)782-7075

APPLICATION FOR AUTHORITY TO
 DISPOSE OF LOCAL RECORDS

COUNTY St. Clair	CITY Belleville	ZIP 62220	LOCAL RECORDS COMMISSION APPROVAL
AGENCY Belleville, Health, Housing and Building Departments			
ADDRESS 213 S. Illinois St.			
PHONE 9618)233-6817			
<p>I hereby request authority to dispose of local government records according to the schedule below. I certify that any microfilm or digitized copies will be made in accordance with standards of the Local Records Commission and will be adequate substitutes for the original records.</p>			<p><i>Paul C. Schmitz</i> CHAIRMAN</p>
<p><i>Robert Sabo, Director</i> Signature of Agency Head</p>		<p><i>September 24, 2013</i> Date</p>	<p><i>David Joens</i> DIRECTOR, STATE ARCHIVES</p>
<p>Robert Sabo, Director</p>			<p><i>November 5, 2013</i> DATE</p>

RECORDS LISTED ON THIS APPLICATION MAY BE DISPOSED OF:

- AFTER THEIR INDIVIDUAL RETENTION PERIOD IS COMPLETE,
- IF THEY ARE CORRECTLY LISTED ON A RECORDS DISPOSAL CERTIFICATE SUBMITTED TO AND APPROVED BY THE LOCAL RECORDS COMMISSION SIXTY (60) DAYS PRIOR TO DISPOSAL,
- PROVIDING ANY LOCAL, STATE, AND FEDERAL AUDIT REQUIREMENTS HAVE BEEN MET,
- AS LONG AS THEY ARE NOT NEEDED FOR ANY LITIGATION EITHER PENDING OR ANTICIPATED.

THIS RECORDS RETENTION SCHEDULE DOES NOT RELIEVE LOCAL GOVERNMENTS OF RETENTION REQUIREMENTS MANDATED BY OTHER STATE AND FEDERAL STATUTES AND/OR REGULATIONS. WHEN SUCH AN OBLIGATION DOES EXIST, THEN THE LONGER RETENTION PERIOD TAKES PRECEDENCE.

DISPOSAL OF RECORDS AFTER MICROFILMING OR DIGITIZING MUST BE NOTED ON THE RECORDS DISPOSAL CERTIFICATE.

THIS APPLICATION AND ANY RELATED RECORDS DISPOSAL CERTIFICATES
 ARE TO BE RETAINED PERMANENTLY.

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288

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(CONTINUATION SHEET)

COPY

ITEM
NO.

DESCRIPTION OF ITEMS OR RECORDS SERIES

1. APPLICATIONS FOR AUTHORITY TO DISPOSE OF LOCAL RECORDS AND LOCAL RECORDS DISPOSAL CERTIFICATES

Dates: 2013-
Volume: Negligible
Annual Accumulation: Negligible
Arrangement: Chronological

Recommendation: Retain permanently.
2. ADMINISTRATIVE FILES AND CORRESPONDENCE (INCLUDING EMAIL CLASSIFIED AS GENERAL CORRESPONDENCE AND NOT RELATED TO ANOTHER RECORD SERIES)

Dates: 1994-
Volume: 2 Cu. Ft.
Annual Accumulation: Negligible
Arrangement: Chronological

Recommendation: Retain for one (1) year then dispose of records no longer possessing any further administrative, fiscal, legal, and/or historical value.
3. ASBESTOS ABATEMENT FILES

Dates: 1999-
Volume: 2 Cu. Ft.
Annual Accumulation: Negligible
Arrangement: Chronological

Recommendation: Retain permanently.
4. BUILDING OCCUPANCY PERMIT CARDS

Dates: 1989-
Volume: 14 Cu. Ft.
Annual Accumulation: Negligible
Arrangement: Alphabetical

Recommendation: Retain for five (5) years, then dispose of.

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288
Page 3 of 11

(CONTINUATION SHEET)

A large, stylized stamp that says "COPY" in a bold, sans-serif font. The letter "C" is enclosed in a small square box.

ITEM NO.	DESCRIPTION OF ITEMS OR RECORDS SERIES
5.	<p data-bbox="331 321 618 352"><u>BUILDING PERMITS</u></p> <p data-bbox="331 390 941 527">Dates: 1955- Volume: 11 Cu. Ft. Annual Accumulation: 1 Cu. Ft. Arrangement: Alphabetical</p> <p data-bbox="331 562 1421 625">Recommendation: Retain for five (5) years after expiration of the permit, then dispose of.</p>
6.	<p data-bbox="324 663 756 695"><u>BUILDING PERMIT JOURNALS</u></p> <p data-bbox="324 732 954 869">Dates: 1998- Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological</p> <p data-bbox="324 905 1421 968">Recommendation: Retain for two (2) years after date of last entry, then dispose of.</p>
7.	<p data-bbox="318 1005 1252 1037"><u>CASH RECEIPTS AND BOOKS/REPORTS AND COPIES OF CLAIMS</u></p> <p data-bbox="318 1075 948 1211">Dates: 2002- Volume: 20 Cu. Ft. Annual Accumulation: 2 Cu. Ft. Arrangement: Chronological</p> <p data-bbox="318 1247 1421 1276">Recommendation: Retain for two (2) years, then dispose of.</p>
8.	<p data-bbox="311 1320 621 1352"><u>CITY ZONING CODES</u></p> <p data-bbox="311 1390 945 1526">Dates: 2001- Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological</p> <p data-bbox="311 1562 1421 1591">Recommendation: Retain one copy of each permanently.</p>

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288
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(CONTINUATION SHEET)

COPY

ITEM
NO.

DESCRIPTION OF ITEMS OR RECORDS SERIES

9. COPIES OF ANNUAL BUILDING AND DEVELOPMENT REPORTS
- Dates: 1999-
Volume: Negligible
Annual Accumulation: Negligible
Arrangement: Chronological
- Recommendation: Retain for seven (7) years, then dispose of.
10. COPIES OF BUILDING PLANS TIED TO BUILDING PERMITS (ORIGINAL PLANS WITH ECONOMIC DEVELOPMENT DEPARTMENT)
- Dates: 2002-
Volume: 20 Cu. Ft.
Annual Accumulation: 2 Cu. Ft.
Arrangement: Chronological
- Recommendation: Dispose of with building permit.
11. COPIES OF CITY BOARD MINUTES AND AGENDAS
- Dates: 2005-
Volume: ¼ Cu. Ft.
Annual Accumulation: Negligible
Arrangement: Chronological
- Recommendation: Retain for one (1) year then dispose of records no longer possessing any further administrative, fiscal, legal, and/or historical value.
12. DAILY LOG OF BUILDING INSPECTIONS
- Dates: 2007-
Volume: ¼ Cu. Ft.
Annual Accumulation: Negligible
Arrangement: Chronological
- Recommendation: Retain permanently.

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288
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(CONTINUATION SHEET)

COPY

ITEM NO.	DESCRIPTION OF ITEMS OR RECORDS SERIES
13.	<u>DEPARTMENT HEAD MEETING AGENDAS AND MINUTES</u> Dates: 2005- Volume: ¼ Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological Recommendation: Retain permanently.
14.	<u>DEVELOPMENT COMMITTEE AGENDAS AND MINUTES</u> Dates: 2005- Volume: ¼ Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological Recommendation: Retain permanently.
15.	<u>ELECTRICAL CONTRACTOR LICENSE RENEWALS</u> Dates: 1998- Volume: 1 Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological Recommendation: Retain for five (5) years after expiration of permit, then dispose of.
16.	<u>ELECTRICAL AND MECHANICAL PERMIT FILES</u> Dates: 1992- Volume: 6 Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological Recommendation: Retain for five (5) years after expiration of the permit, then dispose of.

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288
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(CONTINUATION SHEET)

COPY

ITEM NO.	DESCRIPTION OF ITEMS OR RECORDS SERIES
17.	<p><u>EXCAVATION PERMITS</u></p> <p>Dates: 2007- Volume: 1 Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain for five (5) years, then dispose of.</p>
18.	<p><u>"FREEDOM OF INFORMATION ACT" REQUESTS AND DENIALS</u></p> <p>Dates: 1998- Volume: 1 Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain for two (2) years after filing date, then dispose of, provided no review is pending with the Attorney General's Public Access Counselor.</p>
19.	<p><u>HEALTH AND HOUSING DEPARTMENT MINUTES AND AGENDAS</u></p> <p>Dates: 2005- Volume: ¼ Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain permanently.</p>
20.	<p><u>JOB DESCRIPTIONS</u></p> <p>Dates: 1992- Volume: Negligible Annual Accumulation: Negligible Arrangement: Alphabetical</p> <p>Recommendation: Retain for five (5) years after supersedence, then dispose of.</p>

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288
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(CONTINUATION SHEET)

A large, stylized stamp with the word "COPY" in a bold, sans-serif font, tilted slightly upwards to the right. The stamp has a textured, slightly grainy appearance.

ITEM NO.	DESCRIPTION OF ITEMS OR RECORDS SERIES
21.	<p data-bbox="337 300 480 323"><u>LAWSUITS</u></p> <p data-bbox="337 369 963 499">Dates: 1999- Volume: 1 Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p data-bbox="337 537 1427 604">Recommendation: Retain for three (3) years after settlement, then dispose of.</p>
22.	<p data-bbox="329 646 899 669"><u>LISTS OF BUILDING PERMITS ISSUED</u></p> <p data-bbox="329 716 954 846">Dates: 1994- Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological</p> <p data-bbox="329 884 1427 951">Recommendation: Retain for five (5) years, then dispose of.</p>
23.	<p data-bbox="321 993 802 1016"><u>MAPS, BLUEPRINTS, AND PLANS</u></p> <p data-bbox="321 1062 946 1192">Dates: 2006- Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological</p> <p data-bbox="321 1230 967 1266">Recommendation: Retain permanently.</p>
24.	<p data-bbox="313 1308 621 1331"><u>MOBILE HOME CODES</u></p> <p data-bbox="313 1377 943 1507">Dates: 1993- Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological</p> <p data-bbox="313 1545 1125 1581">Recommendation: Retain one copy permanently.</p>

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288
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(CONTINUATION SHEET)

COPY

ITEM NO.	DESCRIPTION OF ITEMS OR RECORDS SERIES
25.	<p><u>ORDINANCE COPIES</u></p> <p>Dates: 1998- Volume: ¼ Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain for one (1) year then dispose of records no longer possessing any further administrative, fiscal, legal, and/or historical value.</p>
26.	<p><u>ORDINANCE ENFORCEMENT CASE FILES</u></p> <p>Dates: 2007- Volume: 10 Cu. Ft. Annual Accumulation: ¼ Cu. Ft. Arrangement: Case file number</p> <p>Recommendation: Retain for three (3) years following settlement of the case, then dispose of.</p>
27.	<p><u>PAYROLL REGISTERS</u></p> <p>Dates: 2007- Volume: ¼ Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain for seven (7) years, then dispose of.</p>
28.	<p><u>PLANS TO CITY BUILDINGS</u></p> <p>Dates: 1981- Volume: 2 Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain permanently.</p>

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 15:288
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(CONTINUATION SHEET)

COPY

ITEM NO.	DESCRIPTION OF ITEMS OR RECORDS SERIES
29.	<p><u>PLUMBING INSPECTION DAILY LOGS</u></p> <p>Dates: 2007- Volume: 1 Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain for two (2) years, then dispose of.</p>
30.	<p><u>PLUMBING PERMIT APPLICATIONS</u></p> <p>Dates: 2007- Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain for five (5) years, then dispose of.</p>
31.	<p><u>POLICIES AND PROCEDURES MANUALS</u></p> <p>Dates: 2005- Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain one copy permanently.</p>
32.	<p><u>RESIDENTIAL AND COMMERCIAL BUILDING FILES (ACTIVE AND DEMOLISHED)</u></p> <p>Dates: 1989- Volume: 320 Cu. Ft. Annual Accumulation: 74 Cu. Ft. Arrangement: Alphabetical</p> <p>Recommendation: Retain permanently per agency request.</p>

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288
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(CONTINUATION SHEET)

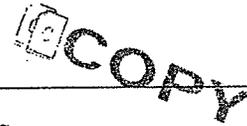
10 COPY

ITEM NO.	DESCRIPTION OF ITEMS OR RECORDS SERIES
33.	<p><u>SEWER CONNECTION CONTRACTS AND INFORMATION</u></p> <p>Dates: 1955- Volume: 4 Cu. Ft. Annual Accumulation: Negligible Arrangement: Alphabetical</p> <p>Recommendation: Retain permanently.</p>
34.	<p><u>SICK AND VACATION TIME REQUESTS</u></p> <p>Dates: 2001- Volume: ½ Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain for two (2) years if transferred to employees work salary history, then dispose of.</p>
35.	<p><u>SIGN PERMITS</u></p> <p>Dates: 2007- Volume: 1 Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain for five (5) years, then dispose of.</p>
36.	<p><u>TELEPHONE CORRESPONDENCE LOGS</u></p> <p>Dates: 2005- Volume: ¼ Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p>Recommendation: Retain for two (2) years, then dispose of.</p>

APPLICATION FOR AUTHORITY TO
DISPOSE OF LOCAL RECORDS

Application No. 13:288
Page 11 of 11

(CONTINUATION SHEET)

A large, stylized stamp with the word "COPY" in a bold, sans-serif font, tilted slightly upwards to the right. The stamp is positioned in the upper right corner of the page, overlapping the header information.

ITEM NO.	DESCRIPTION OF ITEMS OR RECORDS SERIES
37.	<p data-bbox="332 304 820 336"><u>TEMPORARY OCCUPANCY PERMITS</u></p> <p data-bbox="332 367 966 514">Dates: 2001- Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological</p> <p data-bbox="332 535 1412 619">Recommendation: Retain for five (5) years, then dispose of.</p>
38.	<p data-bbox="332 651 1047 682"><u>ZONING AND INCENTIVE MINUTES AND AGENDAS</u></p> <p data-bbox="332 714 966 861">Dates: 2005- Volume: ¼ Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p data-bbox="332 882 982 934">Recommendation: Retain permanently.</p>

Memorandum

DATE: JANUARY 14, 2013

TO: Dallas Cook, City Clerk

FROM: Jamie Maitret, Director of Finance

RE: Agenda

Chairman Silsby on behalf of the Finance Committee is prepared to make the following motions at the City Council meeting on January 21, 2014.

- Motion to approve the Amendment to the Intergovernmental Agreement for the Local Debt Recovery Program.
- Motion to approve the WEBQA Master Service Agreement for GovQA FOIA Applications.
- Motion to approve hiring one new police officer immediately.
- Motion to close the IKE Grant/Wagner Checking Account.
- Motion to close the DARE Fund and Checking Account and transfer remaining funds to the Police Trust Fund.
- Motion to approve the budget amendments as recommended by the Finance Director.

WEBQA MASTER SERVICE(S) AGREEMENT
For GovQA FOIA Applications

THIS MASTER SERVICE(S) AGREEMENT (the "Agreement") between WEBQA, Inc. ("WEBQA") with its principal place of business at 900 S. Frontage Road, Suite 110 Woodridge, IL, 60517 and the City of Belleville IL, a city with its principal place of business at 101 S. Illinois St., Belleville, IL 62220 ("Customer") is made effective as of May 1, 2014 ("Effective Date").

1. WEBQA DELIVERY OF SERVICE(S):

WEBQA grants Customer a non-exclusive, non-transferable, limited license to access and use the WebQA Service(s) on the Authorized Website(s) identified in the attached Schedule A in consideration of the fees and terms described in Schedule A. This Agreement will also govern all additional Schedules for Service(s).

2. CUSTOMER RESPONSIBILITIES:

Customer acknowledges it is receiving only a limited license to use the Service(s) and related documentation, if any, and shall obtain no title, ownership nor any other rights in or to the Service(s) and related documentation, all of which title and rights shall remain with WebQA. However, Customer will retain ownership of all its data in the system.

Customer agrees that (1) this license is limited to applications for its own use and may not lease or rent the Service(s) nor offer its use for others; (2) WebQA is not responsible for content placed into the system; (3) that the system will not be used to capture confidential information of any kind such as social security numbers or individual financial data or other sensitive data; and, (4) that it will maintain the Authorized Website(s) identified in Schedule A, provide WEBQA with all information reasonably necessary to setup or establish the Service(s) on Customer's behalf, and allow a "Powered by GovQA" logo with a hyperlink to WebQA's website home page on the Authorized Website.

3. SERVICE(S) LEVELS:

WEBQA will use commercially reasonable efforts to backup and keep the Service(s) and Authorized Website(s) in operation consistent with applicable industry standards and will respond to customers' requests for support during normal business hours.

THE SERVICE(S) ARE PROVIDED ON AN "AS IS" BASIS, AND CUSTOMER'S USE OF THE SERVICE(S) IS AT ITS OWN RISK. WEBQA DOES NOT WARRANT THAT THE SERVICE(S) WILL BE UNINTERRUPTED OR ERROR-FREE OR UNEFFECTED BY FORCE MAJEURE EVENTS.

4. WARRANTY AND LIABILITY:

WEBQA MAKES NO REPRESENTATION OR WARRANTY AS TO MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF THE SERVICE(S) AND SHALL HAVE NO LIABILITY FOR ANY CONSEQUENTIAL DAMAGES OF ANY KIND INCLUDING, BUT NOT LIMITED TO, DATA LOSS AND BUSINESS INTERRUPTION, AND THE PARTIES AGREE THAT THE ONLY REMEDIES THAT SHALL BE AVAILABLE TO CUSTOMER UNDER THIS AGREEMENT SHALL BE THOSE EXPRESSLY SET FORTH IN THIS AGREEMENT. WEBQA'S LIABILITY UNDER ALL CIRCUMSTANCES INVOLVED HEREIN IS EXPRESSLY LIMITED TO THE AMOUNT RECEIVED UNDER THIS AGREEMENT.

5. TERMINATION:

Either party may terminate this agreement without cause if the terminating party gives the other party sixty (60) days written notice prior to termination. Should Customer terminate without cause after the first date of the then current term as defined in the attached schedule, Customer must pay the balance of the current contracted term and this payment obligation will immediately become due.

WebQA may terminate service(s) if payments are not received by WebQA as specified in Schedule A. All monies associated to the current term will be due immediately.

Upon any termination, WebQA will discontinue Service(s) under this agreement; WebQA will provide Customer with an electronic copy of all of Customer's data, if requested and for a cost of no more than \$2,500; and, provisions of this Agreement regarding Ownership, Liability, Confidentiality and Miscellaneous will continue to survive.

6. INDEMNIFICATION

Each Party agrees to fully indemnify and hold harmless the other for any and all costs, liabilities, losses, and expenses resulting from any claim, suit, action, or proceeding brought by any third party.

7. ACCEPTABLE USE:

Customer represents and warrants that the Service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, policies, terms and procedures. WEBQA may, upon misuse of the Service(s), request Customer to terminate access to any individual and Customer agrees to promptly comply with such request unless such misuse is corrected.

8. CONFIDENTIALITY:

Each party hereby agrees to maintain the confidentiality of the other party's proprietary materials and information, including but not limited to, all information, knowledge or data not generally available to the public which is acquired in connection with this Agreement, unless disclosure is required by law. Each party hereby agrees not to copy, duplicate, or transcribe any confidential documents of the other party except as required in connection with their performance under this Agreement. Customer acknowledges that the Service(s) contain valuable trade secrets, which are the sole property of WebQA, and Customer agrees to use reasonable care to prevent other parties from learning of these trade secrets or have unauthorized access to the Service(s). WebQA will use reasonable efforts to insure that any WebQA contractors maintain the confidentiality of proprietary materials and information.

9. MISCELLANEOUS PROVISIONS:

This Agreement will be governed by and construed in accordance with the laws of the State of Illinois.

WEBQA may not assign its rights and obligations under this Agreement, in whole or part, without prior written consent of Customer, which consent will not be unreasonably withheld.

10. ACCEPTANCE:

Authorized representatives of Customer and WEBQA have read the foregoing and all documents incorporated therein and agree and accept such terms effective as of the date first written above.

Customer: City of Belleville, IL

Signature: _____

Print Name: _____

Title: _____ Date: _____

WebQA Inc.

Signature: _____

Print Name: John Dilenschneider

Title: CEO Date: _____



SUBJECT: REQUEST FOR VARIANCE ON THE TAPPING FEES FOR 651 CARLYLE AVENUE

Who we are:

- "Quick-Casual" style restaurant, with made-to-order hot-grilled subs, fresh cut fries, fresh-squeezed lemonade, Pepsi products and fresh-brewed tea
- All subs are served in or on paper wrap, with plastic utensils

In June 2013, we received an approval from the Penn Station corporate office in Cincinnati, Ohio to open our location in either of the following locations, depending upon cost and incentives.

- Wood River, Illinois
- Belleville, Illinois

The first step was to find out if there were any fees related to a grease trap and tapping fees as those cost can be quite astronomical and weigh heavily in making our site selection.

Sep 13, 2013: We reached out to the Belleville Sewer Department and talked to Royce Carlisle inquiring about grease trap requirements. Mr. Carlisle indicated that they don't have an outside grease trap requirement for a sub shop and there may be a tapping fee based on the bathroom and sinks which need to be installed.

But then he advised me that 651 Carlyle Avenue is not in Belleville City's jurisdiction anyway, and that we should reach out to St. Clair Township.

We then called St. Clair Township and talked to Jeff Cornack and Dave Barnes. They both indicated that they don't have any tapping fees as this building is considered an existing location. But they do require almost all restaurants to install an external grease trap of at least a 1,000 gallon capacity.

We were required to justify our sub shop process in a tribunal monthly board meeting where we presented documentation proving to everyone why an external grease trap would be overkill for a small sub shop like ours. Subsequent meetings happened with Collinsville Sewer Department, a visit by Mr. Barnes to our Penn Station site and confirmation from our grease trap maintenance company attesting that a small, inside grease trap works just fine for our establishment and food prep processes.

Sep 27, 2013: We received a letter from St. Clair Township approving the variance on an external grease trap.

Based on this major and hard-earned accomplishment, we and the Penn Station corporate office concluded and picked out our location to be in Belleville rather than Wood River. Not having to pay for tapping fees or an external grease trap was a major factor in our budgeting and deciding which location would fit in our budget and costs.

Lease negotiations began, and all paperwork and architect work, was ordered. Not to mention numerous meetings with contractors, GC, and architect were made confirming the site.

Early Oct, 2013: We then found out that we need to go back to the City of Belleville as this location doesn't fall under St. Clair Township after all.

Oct 10, 2013: We talked to Randy Smith, as Royce Carlisle was on vacation. He apologized for his department sending us on a wild goose chase all this time. Mr. Smith said that we should present our drawings to the City for evaluation to see what needs to be done. So then we needed to wait until the drawings were at a complete stage to present for consideration.

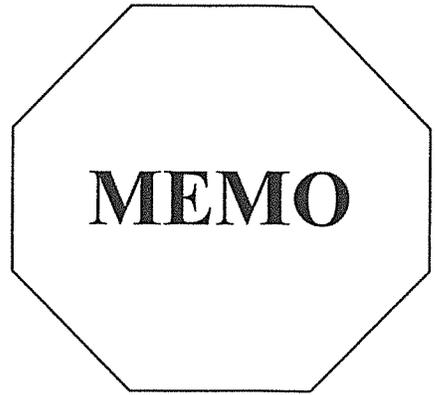
Dec 17, 2013: As lease negotiations were coming to a point of mutual agreement, we then personally met with Mr. Randy Smith at the plant and explained our situation. We also emailed him the drawing for his review.

Dec 19, 2013: We received an email from Mr. Randy Smith letting us know that the cost of two bathrooms and the three compartment sink tapping fee will be \$3,600. We called him and explained once again that this is not a fair situation and we would like to work with City officials to request a variance on this requirement.

We hope to be given an opportunity to present our request to the City officials in next City's meeting schedule for Jan 6, 2014.

OUR REQUEST FOR A FAIR ASSESSMENT:

- **We did our due diligence from the beginning but were sent on a wild goose chase, causing us to select a location based on incorrect facts.**
- **We are a small business and a cost like this can upset our entire budget, especially when we were not planning on it in the first place (through no fault of our own).**
- **We would like to help bring revitalization to a dead part of Belleville and bring light to the nearby neighborhoods.**
- **We would still like to come to town, but please welcome us by issuing a variance to the tapping fee costs being assessed against us.**



Belleville Street Dept.

To: Dallas Cook, City Clerk

From: Carol Winter CPS, Street Dept.

Date: January 14, 2014

Re: Motions for the January 20, 2014 City Council Meeting



On behalf of the Traffic Committee, Alderman Orlet will make the following motions at the January 20, 2014 City Council meeting,

1. Approve Handicap Parking with the \$250 Fine at 720 Union Avenue, for current tenant and person applicable too.

/cw

DEVELOPMENT AGREEMENT

This agreement made this 21st day of January, 2014 by and between the City of Belleville, Illinois (the "City") and FCB Banks ("FCB Banks"):

WITNESSETH:

WHEREAS, FCB Banks intends on investing a minimum of \$750,000.00 to complete the remodeling of the existing facility located at 401 South Illinois Street in Belleville (the "Project"); and

WHEREAS, the parties have reached an agreement in order to set forth the terms upon which the City would provide certain economic incentives for the Project and the terms upon which FCB Banks would provide jobs at said location.

Responsibilities of the City of Belleville

1. Certification of project's location in Belleville Enterprise Zone for the Abatement of Sales Tax on Building Materials used exclusively for the remodeling (Savings estimated at \$40,662.00) of the existing facility located at 401 South Illinois Street and;
2. Complete sidewalk improvements in the 400 block of South Illinois Street. (Cost estimated at \$20,759.00) and;
3. Reimburse up to \$15,000.00 in TIF eligible expenses related to asbestos remediation and remodeling of the facility located at 401 South Illinois Street after documentation of costs incurred has been received and approved by the City of Belleville.

Responsibilities of FCB Banks

- A. Invest no less than \$750,000.00 at 401 South Illinois Street limited to the remodeling of the existing facility no later than May 1, 2014, and;
- B. Create 8 FTE jobs within the first year of operation, and;
- C. Create 2 additional FTE jobs within the second year of operation, and;
- D. FCB Bank and any heirs and/or successors shall remain and operate at the site for no less than five (5) years, and;
- E. Compliance with all existing and applicable Federal, State, County and Local laws and ordinances.

Penalties

In the event that FCB Banks fails to meet its obligations under Sections (A), (B), (C), (D) or (E) of the section entitled "Responsibilities of FCB Banks" of the Development Agreement, all public funds provided under (2) of the section entitled "Responsibilities of the City of Belleville" received to date as per the Development Agreement from the City of Belleville shall be repaid to the City of Belleville and all remaining amounts to be provided if any, shall be terminated.

Miscellaneous

1. Entire Agreement. This Agreement and any written amendments hereto shall constitute the entire agreement between the parties. Neither party shall be bound by any terms, conditions, statements or representations, not herein contained. Each party hereby acknowledges that in executing this Agreement it has not been induced, persuaded or motivated by any promise or representation made by the

other party, unless expressly set forth herein. All previous negotiations, statements and preliminary agreements by the parties or their representatives are merged in this Agreement.

2. Validity. It is understood and agreed by the parties hereto that if any part, term, or provision of this Agreement is held by a court of law to be illegal or in conflict with any law of the State of Illinois, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term or provision held to be invalid.
3. Notices. Notices, or other communications required or which may be given under this Agreement shall be in writing, and delivered either personally, or by certified or registered mail, to the addresses indicated for each party below after their respective signatures, or to such other address as designated by a party similar notice to the other party. Date of notice shall be the date of delivery in the case of delivered notice or the date of posting in the mail in the case of mail notice.
4. Signage. Agree to allow City to place on the premises a sign indicating financial assistance has been provided by the City of Belleville for a minimum of fifteen (15) days each before and after opening of the facility.
5. Current with Payments. Agree to pay in full the City of Belleville on any outstanding invoices containing the name or names of the individual, company and/or corporation receiving the said inducements.
6. Execution of Agreement. If this agreement is not fully executed within sixty (60) days of City Council approval, it shall be considered null and void.
7. Prevailing Wage. Projects receiving incentives/inducements from the City of Belleville will be required to comply with the President's executive order no. 11246, as amended (prevailing wage).
8. Request of Payment. The party receiving inducements must officially request payment from the City. This must be done via letter to include documentation of private investment, jobs created, etc. as outlined in the section titled "Responsibilities of FCB Banks".

CITY OF BELLEVILLE, ILLINOIS
City Hall
101 South Illinois Street
Belleville, Illinois 62220

By: _____
MAYOR

ATTEST: _____
CITY CLERK

FCB Banks
800 Beltline Rd.
Collinsville, IL 62234

By: _____
Mark Zavaglia, President

City of Belleville Economic Development & Annexation Committee
Project Information & Staff Recommendations

January 2, 2014

UPDATED

Company	Plocher Construction Company, Inc./FCB Bank
Project Information	Remodeling to accommodate new bank.
Address	401 South Illinois Street
Estimated Project Costs	\$750,000.00 Building Materials: \$502,000.00 Labor: \$248,000.00
Jobs Created/ Retained	8 Created in first year. 2 Additional created in second year.
Projected Annual Sales Subject to Sales Tax	\$0.00
Incentives Requested	1. Certification of project's location in Belleville Enterprise Zone for the Abatement of Sales Tax on Building Materials. 2. Rebate on Incremental Property Taxes. 3. \$75,000.00 in TIF funds for asbestos abatement & interior demolition.
Recommend preparation of Development Agreement to include but not limited to: *Proposed incentive package is 10.1% of Total Project Cost.	1. Certification of project's location in Belleville Enterprise Zone for the Abatement of Sales Tax on Building Materials used exclusively for the remodeling (Savings estimated at \$40,662.00) of the existing facility located at 401 South Illinois Street and; 2. Complete sidewalk improvements in 400 block of South Illinois Street. (Cost estimated at \$20,759.00) and; 3. Reimburse up to \$15,000.00 in TIF eligible expenses related to asbestos remediation and remodeling of the facility located at 401 South Illinois Street after documentation of costs incurred has been received and approved by the City of Belleville. 4. Items (1), (2) and (3) contingent upon approval of building and site plan being to code with the following conditions met by FCB Bank: A. Invest no less than \$750,000.00 at 401 South Illinois Street limited to the remodeling of the existing facility no later than May 1, 2014; and; B. Create 8 FTE jobs within the first year of operation, and; C. Create 2 additional FTE jobs within the second year of operation, and; D. FCB Bank and any heirs and/or successors shall remain and operate at the site for no less than five (5) years, and; E. Compliance with all existing and applicable Federal, State, County and Local laws and ordinances.

CITY OF BELLEVILLE
BUSINESS* ASSISTANCE APPLICATION

PART I- PROJECT INFORMATION: (To be completed by Project Owner or Agent)

1. Name of Applicant: Plocher Construction Company, Inc. / FCB Bank - Belleville, Facility
2. Street Address: 2808 Thole Plocher Road
3. City: Highland State: IL ZIP: 62249
4. Name of Business/Company (if different from applicant): FCB Bank
- 4a. Federal Tax I.D. #: 37-1289208
5. Contact Person/Title: Gene Plocher, Vice President
6. Phone: 618-654-9408 Fax: 618-654-6454 e-mail: epplocher@plocherco.com
7. Street Address of Proposed Project: 401 South Illinois, Belleville, IL
8. Permanent Parcel # (From Real Estate Tax Bill or St. Clair County Assessor's Office)
P.P. #: 08-28.0-215-017
- 8b. Is project located in the City of Belleville Enterprise Zone? NO YES
(See attached Enterprise Zone Map)
- 8c. Is project located within a Tax Increment Financing (TIF) District? NO YES District # 8
(See attached TIF District Map)
- 8d. Is project located within a Façade Improvement District? No Yes District # _____
(See attached map)
9. Does this project include New Construction Remodel/Rehab of existing structures
 Major Paving New Capital Equipment
10. General Description of Proposed Project: Asbestos abatement, demolition required by new improvements, exterior facade
improvements, new plaza area, new asphalt, 4,740 SF of new interior finishes and teller line on the first floor, 2,370 SF of remodeled area
on the lower level. We are requesting \$75,000.00 to help defray the numerous unanticipated costs that have made this bank conversion
economically difficult to justify.
11. Project Classification: (specify) Commercial Industrial SIC # (Standard Industrial Classification)
12. Expected Project Start Date: 1/30/2014 Expected Project Completion Date: 5/1/2014

13. Estimated Cost of
 Remodeling/Rehabilitation (Total): \$ 750,000.00

Labor: \$ 248,000.00

Material: \$ 502,000.00

New Construction (Total): \$

Labor: \$

Material: \$

Capital Equipment: \$

Site (Acquisition/Preparation, etc.) \$ NA

Total Estimated Project Cost: \$ 750,000.00

14. Number of Full Time Equivalent (FTE) Jobs:

a. Presently at project location: 0

b. Present Jobs to be Retained**: NA

c. Created*** within one (1) year of project completion: 8 bank employees

d. Additional Jobs Created after one (1) year and within two (2) years: 2 bank employees

15. Does this project involve a move from another location: NO YES

(If YES, indicate City and State): NA

16. Projected Annual Sales Subject to Sales Tax: None

17. Incentives Being Sought:

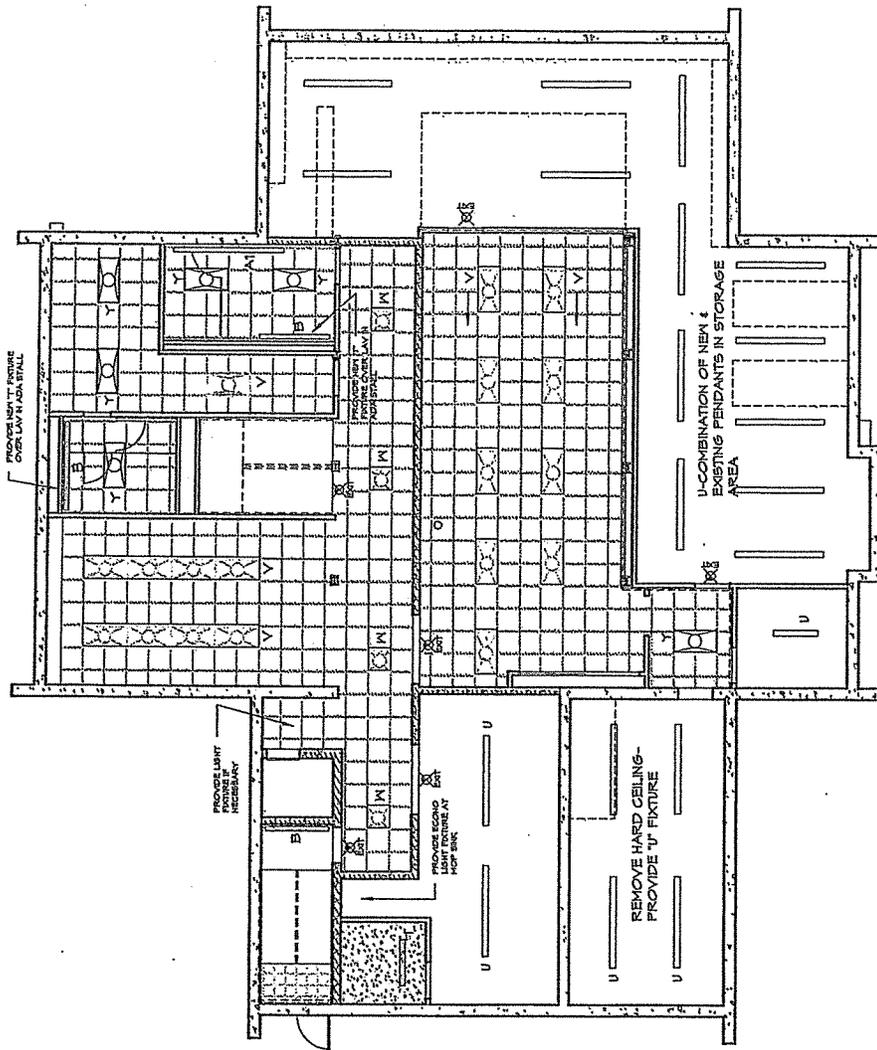
Certificate of Eligibility for Sales Tax Exemption (EZ)

Abatement of Property Tax on Incremental Improvements (Areas where only EZ OR TIF exist)

Rebate of Property Tax on Incremental Improvements (TIF/EZ Overlap Area) \$75,000.00

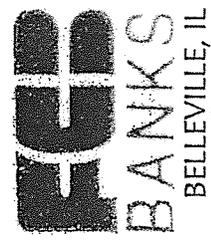
Façade Improvement Reimbursement See attached request on page 1, Item 10

*"Business" is defined as a commercial or industrial land user.
 **"Retained" means the number of jobs that will remain in the zone as a result of the new investment being made.
 ***"Created" means the number of jobs for which persons are hired or are expected to be hired within 2 years as a result of the new investment, not including construction jobs or spin-offs that may be created.



GENERAL NOTES

1. SEE FIRST FLOOR CEILING PLAN FOR LEGEND.
2. USE EXISTING PENDANT STRIPS IN STORAGE AREA- RELAMP. ADD NEW AS NECESSARY.
3. PROVIDE NEW STRIP LIGHTING IN MECH ROOM AS NECESSARY FOR ADEQUATE LIGHT
4. EXISTING SUSPENDED CEILING & FIXTURES TO REMAIN IN CORRIDOR & BREAK AREA



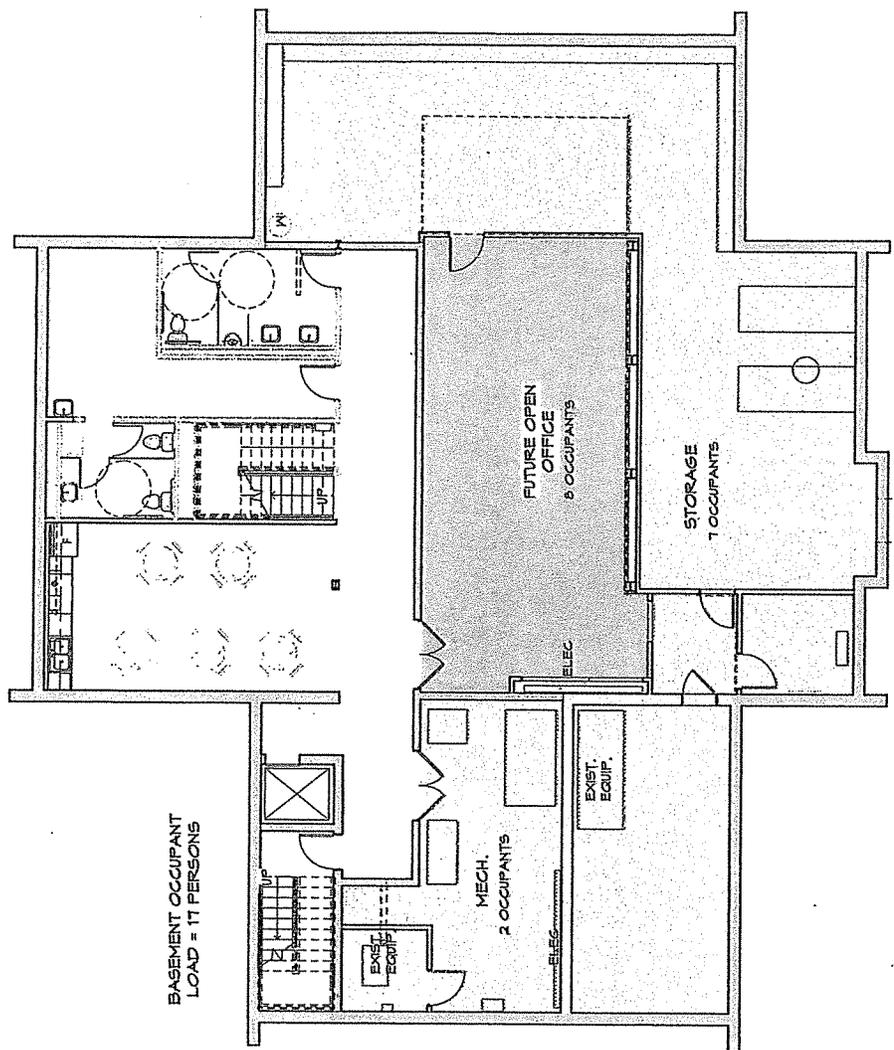
12/16/19 REVISED
 12/09/19 REVISED
 11/18/19 BASEMENT

RCB BANKS
 1577 GUYTON ROAD
 ST. LOUIS, MISSOURI 63117
 TEL. 314-862-1101
 FAX. 314-862-8001

ARCHITECTS - PLANNERS - INTERIORS
 THIS ILLUSTRATION IS PREPARED WITH THE LATEST INFORMATION AND MAY BE SUBJECT TO CHANGE.

BASEMENT REFLECTED CEILING PLAN

SCALE: 3/32" = 1'-0"



BASEMENT OCCUPANT
LOAD = 11 PERSONS

GENERAL NOTES

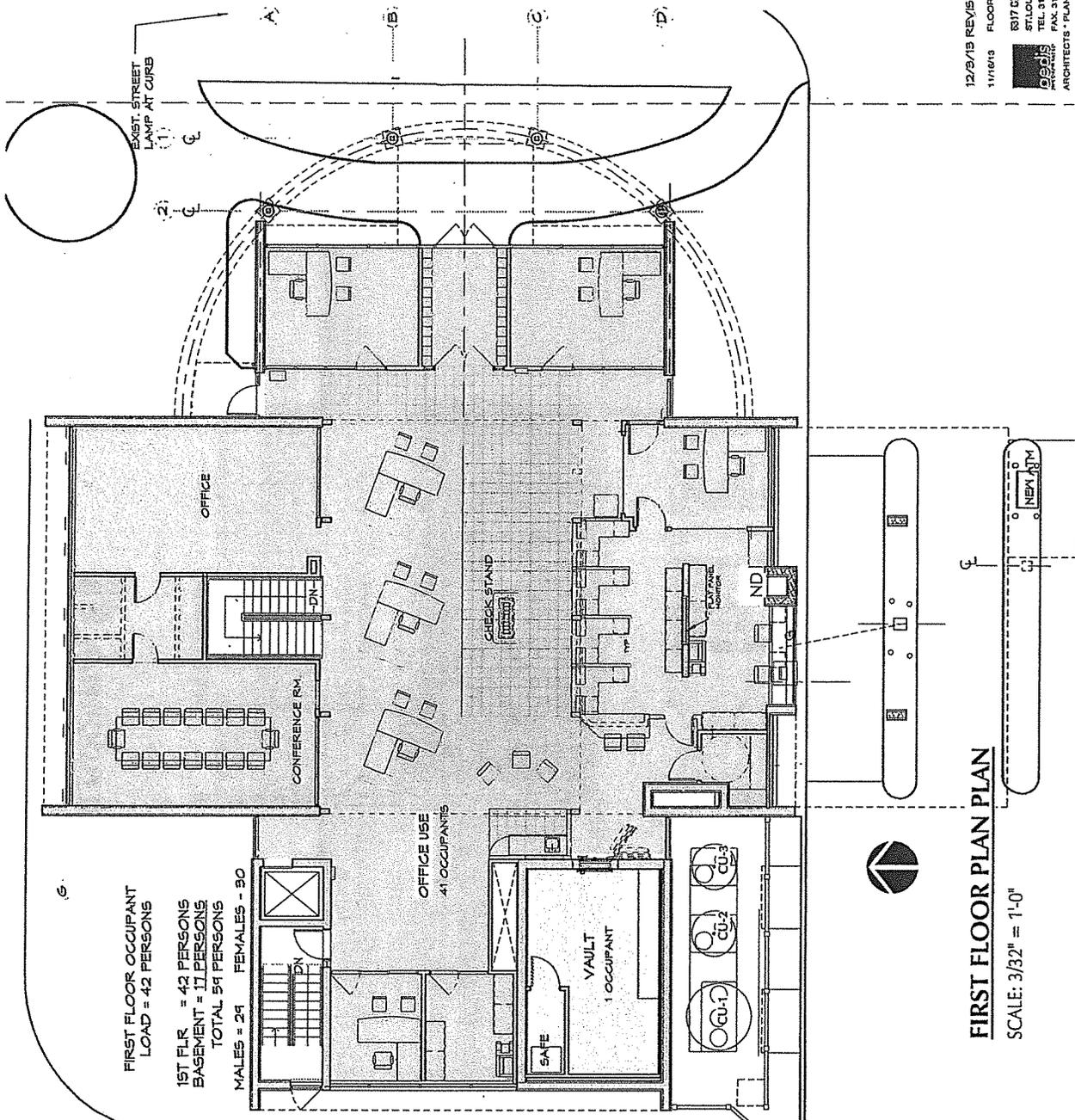
1. FLOOR FINISHES TO REMAIN AS IS - PROVIDE CLEANING.
2. FUTURE RESTROOM, FUTURE OPEN OFFICE, BREAK AREA AND CORRIDOR WALLS, ALL OTHER EXISTING & NEW WALL SURFACES TO BE UNPAINTED, NEW PARTITIONS TO BE FINISHED PAINT READY.
3. EXISTING DEBOLD EQUIPMENT IN VAULT TO REMAIN.
4. PROVIDE BREAKROOM CASEWORK ELEVATION AS ORIGINALLY PLANNED.
5. PROVIDE NECESSARY REPAIRS TO WATER DAMAGE AT INTERMEDIATE STAIR LANDING.
6. PROVIDE RATED SHAFT WALL AS ORIGINALLY PLANNED MINUS ONE EXISTING OFFICE, EXIT THROUGH SHAFT WALL (NOT MASONRY).



BASEMENT FLOOR PLAN

SCALE: 3/32" = 1'-0"

12/23/13 REVISED
11/17/13 BASEMENT PLAN
6377 CLAYTON ROAD
ST. LOUIS, MISSOURI 63117
TEL. 314-882-1101
FAX 314-882-8001
ARCHITECTS • PLANNERS • INTERIORS
THIS ILLUSTRATION IS PREPARED WITH THE LATEST INFORMATION AND MAY BE SUBJECT TO CHANGE.



FIRST FLOOR OCCUPANT
LOAD = 42 PERSONS

1ST FLR = 42 PERSONS
BASEMENT = 17 PERSONS
TOTAL 59 PERSONS

MALES = 29 FEMALES = 30

OFFICE USE
41 OCCUPANTS

- GENERAL NOTES**
1. REMOVE WALLCOVERING FROM SCOPE. PAINT IN ALL SPACES
 2. LOBBY FLOORING - REMOVE SERPANTINE PATTERN
 3. REMOVE TECH EXPERIENCE AREA. AREA TO BE FOR ADDITIONAL NEW ACCTS DESK OR WAITING AREA FURNITURE
 4. COFFEE BAR & MONITOR ABOVE TO REMAIN IN SCOPE.
 5. PARTITIONS IN OFFICE 204 & CB 207 TO STOP AT INSIDE OF EXISTING CEILING GRID.
-SOUND BATT ON OFFICE CEILING
-HOLD DOWN CLIPS ON CB CEILING
 6. REMOVE EXTERIOR CENTRAL STEPS, RAILING & WALK
 7. TELLER AREA OFFICE - USE H.M. MDVA. FRAME-SILL HGT. 9'-0" AS ALTERNATIVE TO FULL HEIGHT FRAMELESS GLASS.
 8. NORTH END - REMOVE RESTROOMS. PROVIDE ONE LARGE OFFICE AND USE READY SPACE BETWEEN OFFICE & CONFERENCE RM.



FIRST FLOOR PLAN PLAN

SCALE: 3/32" = 1'-0"

12/23/19 REVISED
11/16/19 FLOOR PLAN



6317 CLAYTON ROAD
ST. LOUIS, MISSOURI 63117
TEL: 314-682-1101
FAX: 314-682-8001

THIS ILLUSTRATION IS PREPARED WITH THE LATEST INFORMATION AND MAY BE SUBJECT TO CHANGE.

LIGHT FIXTURE LEGEND

SEE LIGHT FIXTURE SCHEDULE ON ELECTRICAL DRAWINGS FOR FIXTURE TYPES

FIRST FLOOR

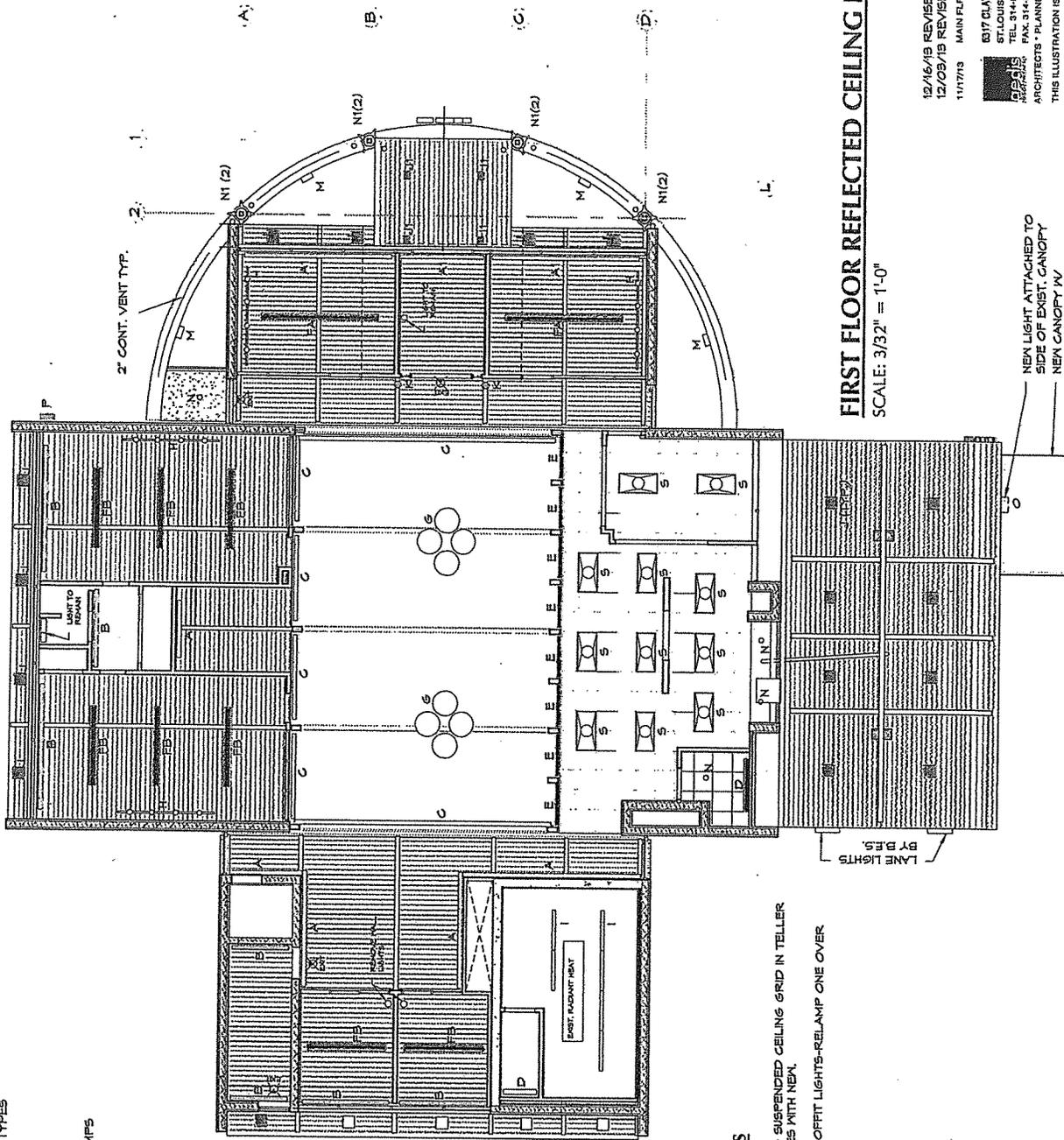
- A = STRIP LIGHT BEHIND EXISTING VALANCE AROUND LOBBY (LOW)-RETROFIT WITH T5 LAMPS & BALLASTS OR -INSTALL NEW T5 FIXTURE INSIDE EXISTING HOUSING
- A1 = STRIP LIGHT BEHIND EXISTING VALANCE TO REMAIN-REMOVE LAMPS
- B = STRIP LIGHT BEHIND EXISTING VALANCE-REMOVE & STORE
- C = HIGH WALL LIGHT BEHIND EXISTING VALANCE
- D = COUFON BOOTH-WALL LIGHT
- E = UP/DN LIGHT ABOVE TELLER LINE
- F = UP/DN LIGHT IN OFFICES (FA-12' & FB-8')CENTERED IN ROOM
- G = EXISTING LOBBY PENDANTS TO REMAIN-RELAMP
- H = EXISTING TRACK LIGHTING TO REMAIN-RELAMP
- I = NEW LINEAR SURFACE MT. FIXTURE-VAULT RELAMP LED
- J = EXISTING FIXTURES IN SOFFITS (NORTH & EAST) (DRIVE-UP)-RELAMP LED
- J1 = EXISTING FIXTURES IN ENTRANCE CANOPY-RELAMP LED
- K = NEW SCANCES FLANKING DBL. DOORS
- L = NOT USED
- M = NEW FLOOD LIGHT BEHIND RADIUS BAND TO ACCENT BLDG.
- N = NEW RECESSED CAN LIGHT (NORTH ENTRY, DU, TELLER & COUFON BOOTH)
- N1 = NEW RECESSED CAN LIGHT AT RADIUS BEAM
- O = NEW WALL MOUNT LIGHT ABOVE ATM
- P = NEW WALL PACK @ NORTH WALL TO LIGHT WALKWAY
- G = NOT USED
- R = SITE LIGHTING-LUMINAIRE & POLE
- S = NEW 2 X 4 TROFFER-INDIRECT

BASEMENT

- T = LINEAR WALL LT. OVER LAVS.
- U = LINEAR PENDANT STRIP LIGHTS
- V = EXISTING 2 X 4 TROFFER TO REMAIN-RELAMP
- M = EXISTING 2 X 2 SURFACE MT. TROFFER TO REMAIN-RELAMP
- Y = EXISTING 2 X 4 TROFFER RELOCATED -RELAMP

GENERAL NOTES

1. MAINTAIN EXISTING SUSPENDED CEILING GRID IN TELLER AREA. REPLACE TILES WITH NEW.
2. WEST EXTERIOR SOFFIT LIGHTS-RELAMP ONE OVER DOOR ONLY.



FIRST FLOOR REFLECTED CEILING PLAN
SCALE: 3/32" = 1'-0"

12/16/19 REVISED
12/09/19 REVISED
11/17/19 MAIN FLR

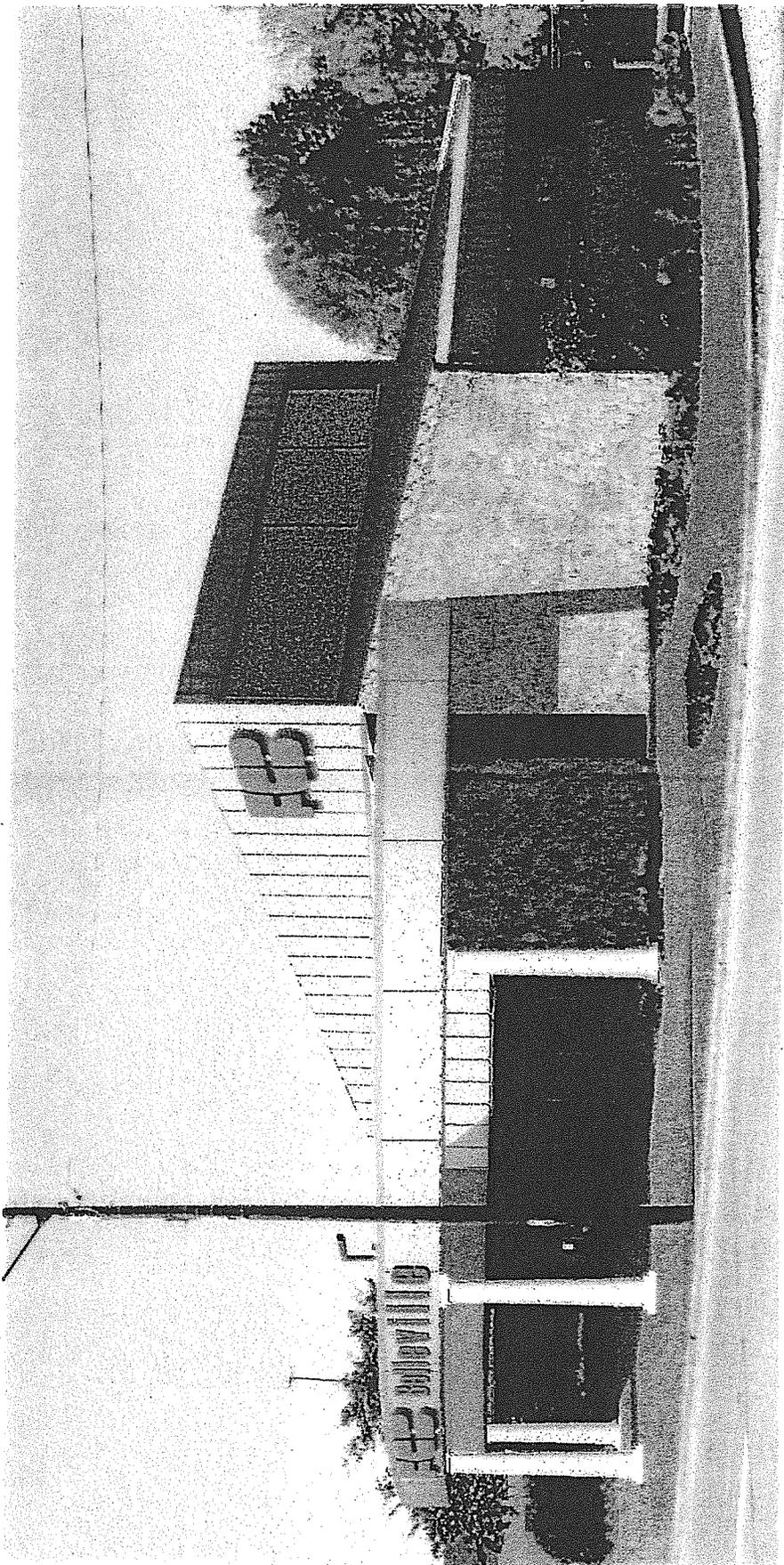
F&S BANKS
111713
617 CLAYTON ROAD
ST. LOUIS, MISSOURI 63117
TEL: 314-865-1101
WWW.F&SBANKS.COM
ARCHITECTS • PLANNERS • INTERIORS

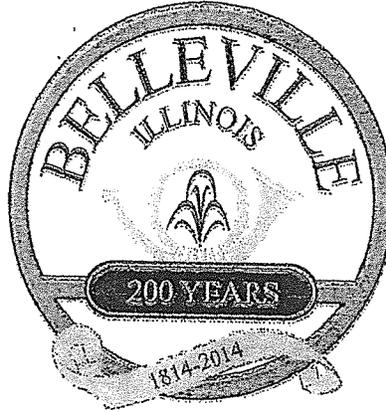
THIS ILLUSTRATION IS PREPARED WITH THE LATEST INFORMATION AND MAY BE SUBJECT TO CHANGE.



NEW LIGHT ATTACHED TO SIDE OF EXIST. CANOPY
NEW CANOPY 'M'
EGG GRATE CEILING

BY B.E.S.
LANE LIGHTS





DRAFT

BUSINESS ASSISTANCE PROGRAMS

MAY, 1998
REVISED: JANUARY, 2014

Small Town Charm • Big City Appeal

VETERANS MEMORIAL FOUNTAIN ON THE SQUARE * NATIONAL SHRINE OF OUR LADY OF THE SNOWS *
ART ON THE SQUARE * LINDENWOOD UNIVERSITY * SOUTHWESTERN ILLINOIS COLLEGE *
ALL AMERICA CITY AWARD 2011 * METROLINK LIGHT RAIL SYSTEM * MIDAMERICA AIRPORT *
BELLE VALLEY INDUSTRIAL PARK * HISTORIC DISTRICTS * BIKE TRAIL SYSTEM *
* SISTER CITY OF ST. LOUIS, MISSOURI & PADERBORN, GERMANY *

SUMMARY OF INCENTIVES

A. City of Belleville Programs

1. Enterprise Zone
2. Tax Increment Financing (TIF) Districts
3. Façade Improvement Program

B. Other Resources/Sources of Financial Assistance

C. Business Assistance Program Application Process

D. Business Assistance Program Application

E. Maps

1. Enterprise Zone
2. Tax Increment Financing (TIF) Districts
3. Façade Improvement Districts

A. CITY OF BELLEVILLE

BUSINESS ASSISTANCE PROGRAMS

INTRODUCTION & PURPOSE STATEMENT:

In an effort to attract new business development and growth to Belleville as well as assist existing firms to expand thereby increasing the local tax base and further providing job opportunities, the Belleville, Illinois City Council has established several programs to provide various financial incentives and inducements. One of the primary goals of the City Administration is to provide a suitable environment and delivery of essential public services to attract and enhance new business development and investments. Programs that the City of Belleville presently offers new and existing businesses includes: 1.) Property and Sales Tax Abatements through the Belleville Enterprise Zone; 2.) Public Improvements through Tax Increment Financing (TIF) Districts; 3.) Financial inducements to private enterprises via tax increment financing; and 4.) Reimbursements for Façade Improvements.

Each of these programs have proven successful in meeting the diverse development needs of the business community as well as serve to place Belleville in a more competitive position in working with the private sector in assisting them in making the decision to locate or expand within the corporate limits of Belleville. The City works in close cooperation with agencies and economic development organizations such as the Greater Belleville Chamber of Commerce, St. Clair County Intergovernmental Grants Department, Southwestern Illinois Development Finance Authority, utility companies and various state agencies to pool resources and expertise in putting together proposals and incentives to assist businesses.

This pamphlet therefore is designed to provide background information on the available community and economic development programs and resources that the City can provide in conjunction with several agencies.

Questions and/or inquires should be directed to:

Mayor Mark W. Eckert
101 South Illinois Street
Belleville, IL 62220
Phone: (618) 233-6810
Fax: (618) 233-6779
Email: meckert@belleville.net

Eric Schauster
Economic Development Specialist/Grants Coordinator
101 South Illinois Street
Belleville, Illinois 62220
Phone: (618) 233-6810, Ext. 1249
Fax: (618) 355-4209
Email: eschauster@belleville.net

City of Belleville Website: www.belleville.net

1. ENTERPRISE ZONE

Established in 1985, the Belleville Enterprise Zone is one of Illinois' oldest and most successful. The program is designed to provide certain tax-related incentives and benefits to encourage and foster new business development to stimulate new job creation as well as retention of existing jobs.

The Belleville Enterprise Zone encompasses approximately 10 square miles situated primarily in the central core area of the community and extends along Route 15 (See attached maps, depicting Enterprise Zone and TIF Districts respectively). Through the Enterprise Zone, projects can be considered for Certification for Exemption of Sales Tax on Building Materials that will be used in an approved project located within the Belleville Enterprise Zone.

Furthermore, the City offers potential partial abatement of real estate taxes directly related to new and expanded commercial and industrial development projects that occur within the designated Zone boundaries. The five-year potential property tax abatement is based upon the increase in the assessed valuation resulting from the physical improvements. This five-year time frame is subject to change due to the existing life of the Enterprise Zone.

Neither the Certification for Exemption of Sales Tax on Building Materials nor the Property tax abatement, which is based upon the assessed value of the physical structure to be constructed/renovated, is automatic. Each project is reviewed by City staff with both employment and private investment having equal importance. Based upon these two (2) major criteria and other notables, the City staff will make a recommendation to the City Council on what particular incentives, if any, should be offered after both the short and long term financial ramifications to the City are projected, should those incentives be legally committed.

The Business Assistance Program Application (attached) must be completed in its entirety for the City to properly review the project's merits. Business Plans, Company Performa(s), Financial Statements, Marketing Information, etc. describing the business are welcomed shall be provided at the request of staff as a part of the application process. The level of assistance requested may necessitate additional information or documentation.

CRITERIA:

In order for a business to be considered for a potential Certification for Exemption of Sales Tax on Building Materials and/or Property Tax Abatement, the following requirement must be met:

1. Must be a legally established "for profit" business enterprise recognized by the Illinois Department of Revenue and must further be in good financial standing.
2. Project must take place within the limits of the Belleville Enterprise Zone to be eligible for any potential incentives and/or inducements.
3. Generally, businesses determined eligible shall include commercial establishments both retail and wholesale, service businesses including professional offices, industrial firms including manufacturing and warehouse facilities.
4. Business must be located in an area suitably zoned for the purposed use.

5. Business must create or retain at least three (3) permanent (full time equivalent) jobs* within 24 months of projected completion.
6. ~~Project must increase the assessed valuation of the property by 10% over and above the current assessed valuation of the property.~~
- ~~6.6.~~ Business must show evidence of financial capacity to complete the project. This may involve letters of credit, documentation of conventional loans, availability of owner equity and other financial resources, etc. and shall be provided at the request of staff.
- ~~6.7.~~ Project must be of a nature in which a building permit is required to be obtained through the City of Belleville and as such application is submitted and permit approved.

It is important to note that businesses located in an "overlapping" Tax Increment Financing (TIF) District and the Enterprise Zone **are NOT** eligible to receive Abatements on the increased assessed valuation based on improvements initiated. Instead, Property Tax **Rebates** for "overlapping" areas are possible.

Please also note the *Policy on the Certification for Exemption on Building Materials* as it relates to Multi-Family housing further in this document.

*"Full-time equivalent job" means a job in which the new employee works for the recipient or for a corporation under contract to the recipient at a rate of at least 35 hours per week. A recipient who employs labor or services at a specific site or facility under contract with another may declare one full-time, permanent job for every 1,820 man hours worked per year under that contract. Vacations, paid holidays, and sick time are included in this computation. Overtime is not considered a part of regular hours.

PENALTIES:

~~In the event that the business fails to meet its obligations of any and all incentives approved by City Council, any and all public funds provided under the Enterprise Zone program shall be repaid to the City of Belleville by the business and all remaining amounts to be provided if any, shall be terminated.~~

**POLICY ON CERTIFICATION FOR EXEMPTION OF SALES TAX ON BUILDING MATERIALS
For Residential Multi-Family Dwellings* Within the City of Belleville Enterprise Zone**

It shall be the policy of the City of Belleville to declare ineligible for Certification for Exemption of Sales Tax on Building Materials the following:

- A. Proposed Multi-Family Dwellings* not permitted for construction via the building permit process prior to May 1, 2000.
- B. Existing Multi-Family Dwellings* proposed for renovation and/or remodeling unless the housing density is reduced by 25% or more and 10% of the site is retrofitted as open space.

This policy shall be made a part of the Business Assistance Program pamphlet dated May, 1998 and Revised November, 2002, ~~and March, 2005,~~ April, 2011 and January, 2014 and be strictly adhered to unless the Belleville City Council votes in a 75% majority to approve the Certification for Exemption of Sales Tax on Building Materials for a certain project.

*Defined as residential structures suitable for occupancy for two (2) or more families within any current zoning classification of the City of Belleville including Planned Unit Developments (PUD); Excludes Multi-Family Dwellings to be utilized exclusively (100%) as housing for senior(s) (62 years of age and older).

2. TAX INCREMENT FINANCING

The City of Belleville has several active Tax Increment Financing (TIF) Districts (see map attached) that were established to provide a funding mechanism to promote and enhance redevelopment in specific areas of the community. A TIF district must meet specific criteria as being "blighted or conservation areas" as prescribed by Illinois State Statutes. The TIF program enables the City to capture "incremental property taxes" generated from improvements and redevelopment occurring within the TIF boundaries over the life of the TIF. The legislation allows TIFs to continue for 23 years from the date the district is established.

TIF funds generated within the district are retained by the City and are generally used for a variety of public activities including; acquisition of property, infrastructure improvements, low interest loans, and other eligible costs as specified in the statutes which are directly beneficial to the applying business.

If a Business Assistance Program application is approved, the City will enter into a "Development Agreement" with a business that either locates or makes substantial improvements to existing facilities within the TIF district. Through the agreement, the business agrees to complete the project and make certain improvements. In return, the City could reimburse the business an agreed upon amount of funds derived from the "increase" in the property taxes that the project generates depending upon the merits of the project. Job creation and private investment must be adequately documented for such a Development Agreement to even be considered.

The amount of the potential abatement or rebate offered shall further be determined by the various agreements that the City has with the participating taxing bodies (i.e. school districts and St. Clair County).

CRITERIA:

In order for a business to be considered for a potential TIF inducement, the following requirement must be met:

1. Project must take place within the limits of a TIF district to be eligible for any potential incentives and/or inducements.
2. Generally, businesses determined eligible shall include commercial establishments both retail and wholesale, service businesses including professional offices, industrial firms including manufacturing and warehouse facilities.
3. Project must be located in an area suitably zoned for the purposed use.
4. Project must show evidence of financial capacity to complete the project. This may involve letters of credit, documentation of conventional loans, availability of owner equity and other financial resources, etc. and shall be provided at the request of staff.
5. Project must be of a nature in which a building permit is required to be obtained through the City of Belleville and as such application is submitted and permit approved.

It is important to note that businesses located in an "overlapping" Tax Increment Financing (TIF) District and the Enterprise Zone are NOT eligible to receive Abatements on the increased assessed valuation based on improvements initiated. Instead, Property Tax Rebates for "overlapping" areas are possible.

3. Façade Improvement Program: Reimbursements for façade improvements are also available.

Reimbursements of 20% up to \$5,000 per facade are available for rehabilitation of the façade of commercial buildings located within a TIF district or Special Service Area. Those properties located along Main Street between Oak Street and 17th Street are subject to the Belleville Main Street façade improvement guidelines.

Requirements

1. -Façade must face a public street and be located within a Façade Improvement District and within a TIF district or Special Service Area. For buildings with more than one façade is visible from the street (i.e. corner lots), additional Façade Improvement applications may be considered.
2. -Façade plan must be approved by City Council prior to work commencement. Any work performed prior to City Council approval will not be eligible for reimbursement.
3. -All proper permits must be obtained prior to work commencement.
4. -Proof of project expenditures must be provided for reimbursement to be processed.
5. -Home-based businesses are not eligible for Façade Improvement Program funding.

Eligible Façade Improvements

- A. -Exterior signage, awnings, canopies, sunshades (with approved sign permit).
- B. -Painting of exterior surface treatment.
- C. -Asphalt paving, replacement or repair of tiles or decorative pavers, sidewalk or courtyard repaving (not in public right-of-way).
- D. -Repair or replacement of masonry walls or footings, tuck pointing.
- E. -Outdoor lighting.
- F. -Installation, repair or replacement of security fencing.
- G. -Repair or replacement of windows and doors, including shutters.
- H. -Installation or replacement of landscaping.
- I. -Roof repairs visible from the public view.
- J. -Public art attached to building (i.e. murals).
- K. -Window treatments viewable from the public right-of-way on eligible façade wall (Must be part of a larger project).
- L. -Cornice repair or replacement.
- M. -Repair or replacement of gutters and downspouts.
- N. -Removal of inappropriate finish materials.

Ineligible Façade Improvement Items

- A. -Vinyl letter signage (windows).
- B. -Portable signs (i.e. sandwich boards; signs not mounted to building).
- C. -Flags or banners.
- D. -Benches, tables, chairs, umbrellas or trash receptacles.
- E. -Additional enclosed square footage or gross lease able area.
- F. -Roof repairs not visible from the public view.
- G. -Mechanical equipment.
- H. -Billboards.
- I. -Interior renovations.

- J. -HVAC
- K. -Non mixed-use residential properties.
- L. -General repair and/or maintenance.
- M. -Utility and trash enclosures.

PROCEDURES:

In order for a business to be considered for the potential abatement of property taxes (Rebate in "overlapping" TIF/EZ areas), a certificate of eligibility for the exemption of sales tax or façade improvement reimbursements inducements, the following steps and procedures are required to be followed:

1. Applicant project must be located within the boundary of a TIF district, Enterprise Zone, Façade Improvement District or Special Service Area respectively.
2. Applicant business must complete and return the appropriate application forms (attached) Part(s) I-VI.
3. Application should must be supplemented by pertinent documentation (i.e. number of Full Time Equivalent (FTE) jobs* to be created/retained**, total amount of investment, construction schedule, and evidence of project financing, etc.).
4. Completed applications will be submitted to the Economic Development & Planning Department for review and comment. Incomplete forms will be returned to the applicant with an explanation on additional information as may be required.
5. Within thirty (30) days of acceptance of the application and required documentation, the Economic Development & Planning Department will submit the application for review to the Economic Development & Annexation Committee.
6. The Economic Development/Annexation Committee and Finance Committee shall approve, deny or amend the application. The decision of the Committees shall be made respectively in an open meeting properly held and advertised. ~~The Committees shall further provide the business with a written response of the actions of the Committees on the status of the application.~~ If approved by the Economic Development/Annexation Committee and Finance Committee respectively, the application will be incorporated into a "Letter of Intent Development Agreement" outlining the specific terms and conditions of the inducements. ~~The Letter of Intent Development Agreement will be forwarded to City Council for approval***.~~
7. The Economic Development/Annexation Committee and Finance Committee shall respect the confidentiality of financial records of the business as allowed by law.
8. The recommendation of the Economic Development/Annexation Committee and Finance Committee respectively must be submitted and approved by a majority vote of the City Council before any property inducements can be realized.
9. ~~If approved* by the City Council, the Letter of Intent will be turned into a Development Agreement with the specific terms and conditions made a part.~~

* "Full-time equivalent job" means a job in which the new employee works for the recipient or for a corporation under contract to the recipient at a rate of at least 35 hours per week. A recipient who employs labor or services at a specific site or facility under contract with another may declare one full-time, permanent job for every 1,820 man hours worked per year under that contract. Vacations, paid holidays, and sick time are included in this computation. Overtime is not considered a part of regular hours.

**"Full-time retained job" means any employee defined as having a full-time or full-time equivalent job preserved at a specific facility or site, the continuance of which is threatened by a specific and demonstrable threat, which shall be specified in the application for development assistance. A recipient who employs labor or services at a specific site or facility under contract with another may declare one retained employee per year for every 1,750 man hours worked per year under that contract, even if different individuals perform on-site labor or services.

***Private investment and/or jobs created prior to City Council approval shall not be considered in the review process.

PENALTIES:

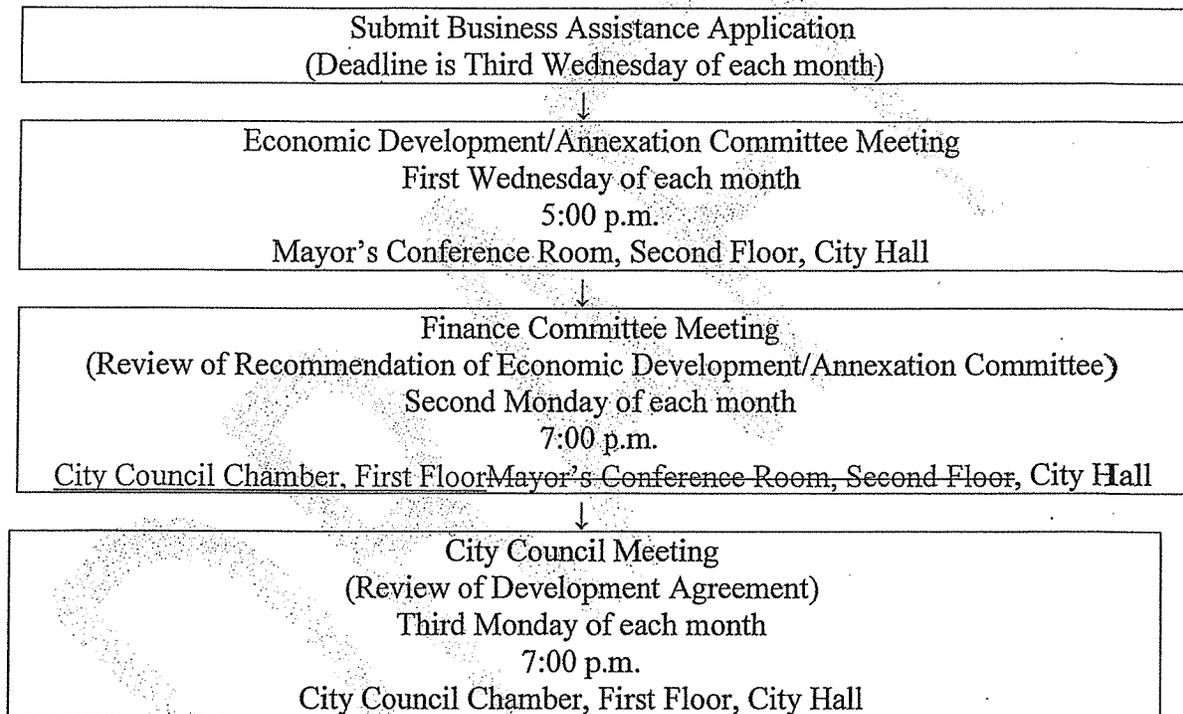
In the event that the business fails to meet its obligations, as outlined in a Development Agreement, of any and all incentives approved by City Council, any and all public funds provided under the Enterprise Zone program shall be repaid to the City of Belleville by the business and all remaining amounts to be provided if any, shall be terminated.

B. Other Resources/Sources of Assistance:

1. St. Clair County Economic Development Department
10 Public Square, Room A300
Belleville, IL 62220
(618) 277-6600, Ext. 2672
<http://www.co.st-clair.il.us/Departments/Economic+Development/default.htm>
2. Illinois Department of Commerce & Economic Opportunity (DCEO)
1022 Eastport Plaza Drive
Collinsville, IL 62234
(618) 304-9466
www.illinoisbiz.biz
3. Illinois Finance Authority
500 East Monroe, Third Floor
Springfield, IL 62701
(217) 782-5792/(217) 782-3989 (fax)
www.il-fa.com
2929 Broadway St., #7B
Mt. Vernon, IL 62864
(618) 244-2424/(618) 244-2433 Fax
4. Small Business Development Center
Alumni Hall
Room 2126
Edwardsville, IL 62026-1107
(618) 650-2929/(618) 650-2647 (fax)
<http://www.siu.edu/business/sbdc/>
601 James R. Thompson
Building D, Room 2081
East. St. Louis, IL 62201
(618) 482-8330/(618) 482-8341 (fax)
eslsiesbdc@yahoo.com
5. Southwestern Illinois Development Authority (SWIDA)
1022 Eastport Plaza Drive
Collinsville, IL 62234
(618) 345-3400
www.swida.org
6. Belleville Main Street
512 West Main Street
Belleville, IL 62220
(618) 239-9428
7. Greater Belleville Chamber of Commerce
216 East 'A' Street
Belleville, IL 62220
(618) 233-2015

- 7. Greater Belleville Chamber of Commerce
- 216 East 'A' Street
- Belleville, IL 62220
- (618) 233-2015
- www.bellevillechamber.com

C. Business Assistance Program Application Process



***This is a multi-step process that can take up to a minimum of 5-6 weeks for final approval.**

CITY OF BELLEVILLE
BUSINESS ASSISTANCE APPLICATION

PART I- PROJECT INFORMATION:
(To be completed by Project Owner or Agent)

1. Name of Applicant: _____

2. Street Address: _____

3. City: _____ State: _____ ZIP: _____

4. Name of Business/Company (if different from applicant): _____

4a. Federal Tax I.D. #: _____

5. Contact Person/Title: _____

5a. Phone: _____ Fax: _____ e-mail: _____

6. Street Address of Proposed Project: _____

7a. Name of Property Owner: _____

Street Address: _____ City/State: _____ ZIP: _____

Phone: _____ Fax: _____ e-mail: _____

8. Permanent Parcel #- _____

7. _____ (From Real Estate Tax Bill or St. Clair County Assessor's Office)

P.P. #: _____ 9a. Is project located in the City of Belleville Enterprise Zone? NO YES

(See attached Enterprise Zone Map)

9b. Is project located within a Tax Increment Financing (TIF) District? NO YES District # _____

(See attached TIF District Map)

9c. Is project located within a Façade Improvement District? No Yes District # _____

(See attached map)

9. Does this project include New Construction Remodel/Rehab of existing structures
 Major Paving New Capital Equipment

10. 10. -General Description of Proposed Project: _____

11. Project Classification: (specify) Commercial Industrial SIC # (Standard Industrial Classification)

12. Type of Project: New Construction Remodeling/Rehab of Existing Building
 Expansion of Existing Building

13. Is this a new business or existing business? New Existing

14. Expected Project Start Date: _____ Expected Project Completion Date: _____

15. Estimated Cost of:

Remodeling/Rehabilitation (Total): \$ _____

Labor: \$ _____

Material: \$ _____

New Construction (Total): \$ _____

Labor: \$ _____

Material: \$ _____

Capital Equipment: \$ _____

Site (Acquisition/Preparation, etc.) \$ _____

Total Estimated Project Cost: \$ _____

16. Number of Full Time Equivalent (FTE) Jobs*:

a. Presently at project location: _____

b. Present Jobs to be Retained**: _____

c. Created*** within one (1) year of project completion: _____

d. Additional Jobs Created after one (1) year and within two (2) years: _____

1617. Does this project involve a move from another location: NO YES

(If YES, indicate City and State): _____

1718. Projected Annual Sales Subject to Sales Tax: _____

1819. Incentives Being Sought:

Certificate of Eligibility for Sales Tax Exemption (EZ)

Abatement of Property Tax on Incremental Improvements (Areas where only EZ OR TIF exist)

Rebate of Property Tax on Incremental Improvements (TIF/EZ Overlap Area)

Façade Improvement Reimbursement

*"Full-time equivalent job" means a job in which the new employee works for the recipient or for a corporation under contract to the recipient at a rate of at least 35 hours per week. A recipient who employs labor or services at a specific site or facility under contract with another may declare one full-time, permanent job for every 1,820 man hours worked per year under that contract. Vacations, paid holidays, and sick time are included in this computation. Overtime is not considered a part of regular hours.

**"Business" is defined as a commercial or industrial land user.

***"Full-time retained job" means any employee defined as having a full-time or full-time equivalent job preserved at a specific facility or site, the continuance of which is threatened by a specific and demonstrable threat, which shall be specified in the application for development assistance. A recipient who employs labor or services at a specific site or facility under contract with another may declare one retained employee per year for every 1,750 man hours worked per year under that contract, even if different individuals perform on-site labor or services."Retained" means the number of jobs that will remain in the zone as a result of the new investment being made.

***"Created" means the number of jobs for which persons are hired or are expected to be hired within 2 years as a result of the new investment, not including construction jobs or spin-offs that may be created.

PART II- ESTIMATED TAX REBATE/ABATEMENT

A. Estimated EAV (Equalized Assessed Valuation) After Project Improvements: _____ Land: _____ \$

(To Be Completed By City Staff) After Project Improvements: _____ Improvements: _____ \$

(To Be Completed By City Staff)

B. Current EAV (Equalized Assessed Valuation) Of Property _____ Land: _____ \$

(Obtainable from St. Clair County Assessor's Office)

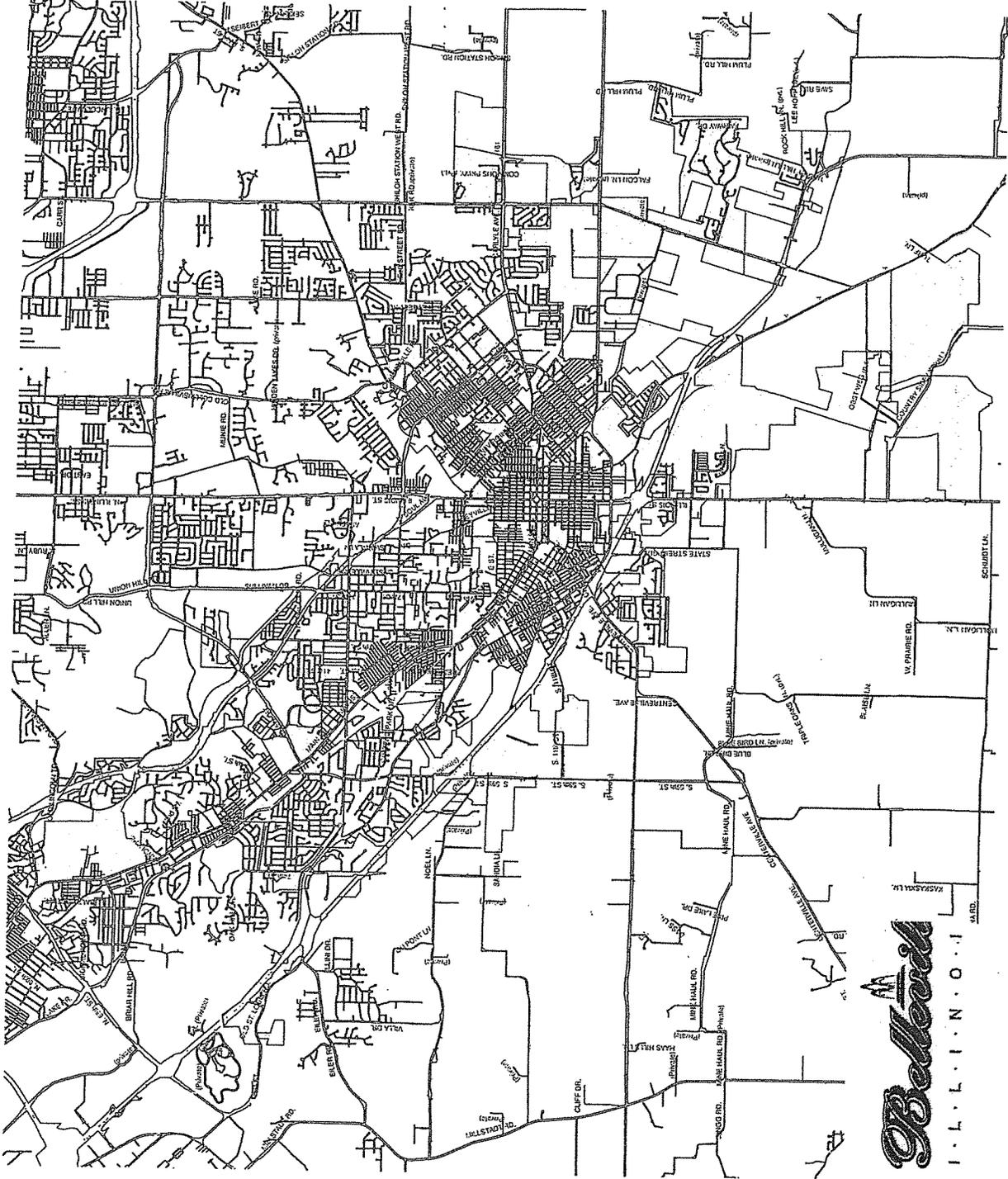
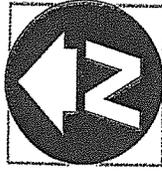
C. Difference/Annual Basis: _____ \$

(To Be Completed By City Staff)

PART III- ADDITIONAL PROJECT INFORMATION

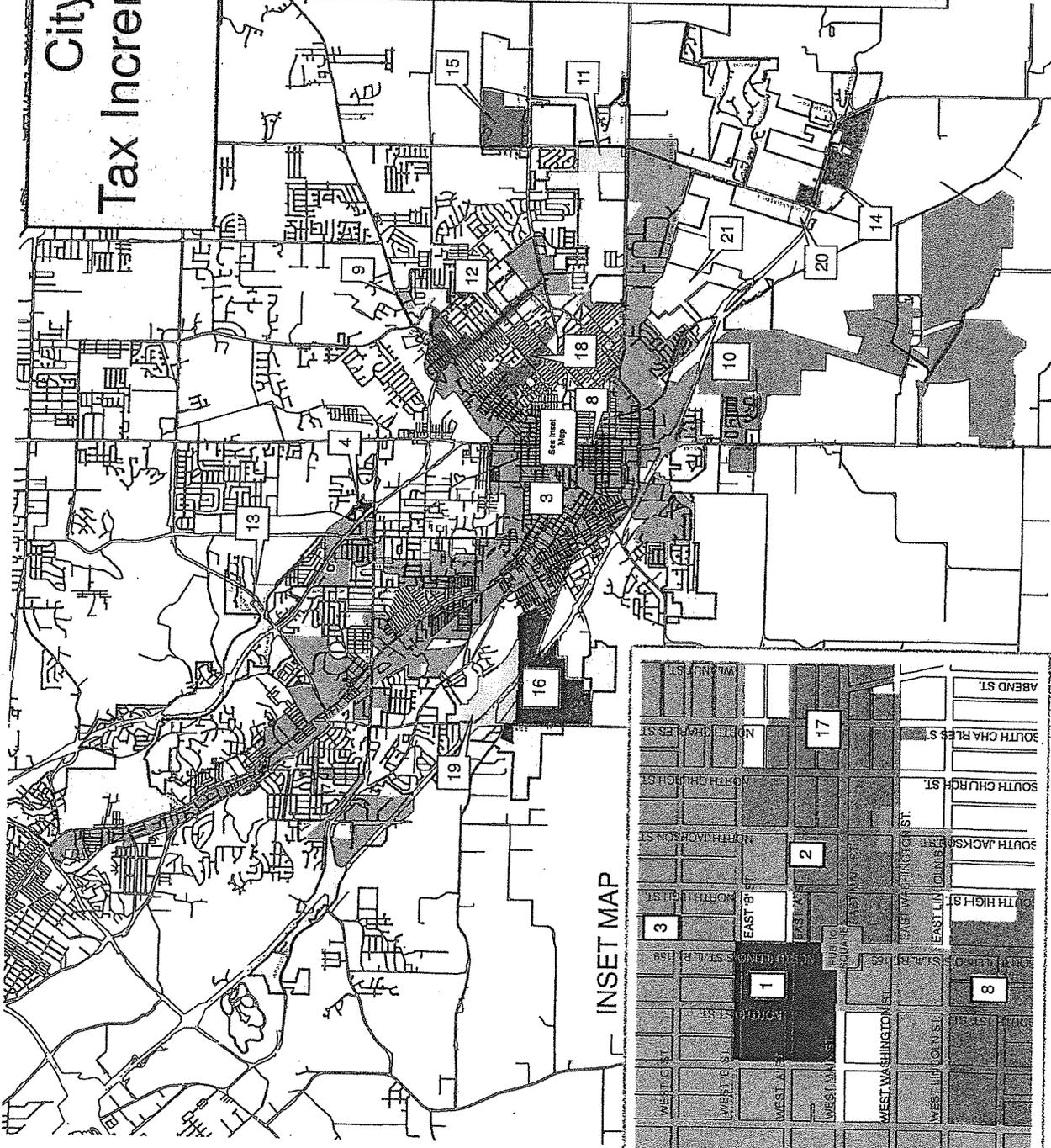
Please include any available information such as a Business Plan, Financial Statements, etc., that can provide information, project wise, for the City Staff to review. Such information shall be provided at the request of staff as needed.

City of Belleville Enterprise Zone



Belleville
I . L . L . I . N . O . I

City of Belleville Tax Increment Finance (TIF) Districts



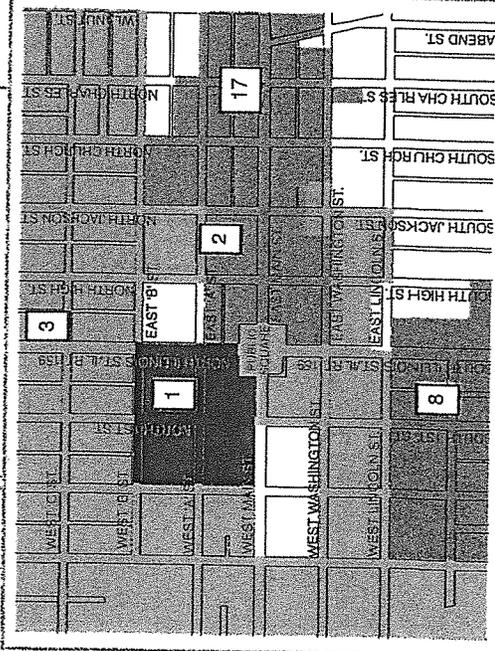
Legend

TIF Districts

- TIF #1
- TIF #2
- TIF #3
- TIF #4
- TIF #5 (Expired 4/4/11)
- TIF #6 (Expired 4/4/11)
- TIF #7 (Expired 4/4/11)
- TIF #8 (Downtown South)
- TIF #9 (Southwinds)
- TIF #10 (Lower Richland Creek)
- TIF #11 (Industrial Jobs Recovery)
- TIF #12 (Sherman Street)
- TIF #13 (Drake Road)
- TIF #14 (Route 15 East)
- TIF #15 (Carlyle/Greenmount)
- TIF #16 (Route 15 Corridor)
- TIF #17 (East Main Street)
- TIF #18 (Scheel Street)
- TIF #19 (Frank Scott Parkway)
- TIF #20 (Rt. 15/S. Green Mount Rd.)
- TIF #21 (Belle Valley III)
- Belleville Corporate Limits



INSET MAP



2/23/12

MEMO

To: Dallas B. Cook, City Clerk

From: Streets and Grades Committee

CC: File, Alderman Paul Siebert

Date: January 15, 2014

Re: Motion for City Council Agenda January 21, 2014

Alderman Paul Seibert will make the following motions:

1. **Project: Municipal Estimate of Maintenance for 2013-2014**
Consider approval of MFT Requests. (MFT FUNDS)
2. **Project: West Belleville Bike Trail Phase 2**
Consider approval of Local Agency Agreement
3. **Project: Installation of Streetlight on Existing Pole**
Community Garden at 95th Street – no cost to install

TWG/js



Section Number 15-00000-00-GM

Period from May 1, 2014 to April 30, 2015

Municipality City of Belleville

Estimated Cost of Maintenance Operations							
Maintenance Operation (No. - Description)	Group (I, II, III, IV)	For Group I, II, or III (Material, Equipment or Labor)					Operation Cost
		Item	Unit	Quantity	Unit Price	Cost	
1. Miscellaneous Rock	III	Bedding Stone RR #2	TON	500.00	\$10.00	\$5,000.00	
	III	RR#3	TON	1,000.00	\$14.40	\$14,400.00	
	III	RR#4	TON	1,000.00	\$15.40	\$15,400.00	
	III	CA-6	TON	2,000.00	\$10.00	\$20,000.00	
	III	CA-7	TON	2,000.00	\$12.00	\$24,000.00	\$78,800.00
2. Street Patching	III	Cold Patch	TON	1,400.00	\$73.00	\$102,200.00	
	III	Hot Mix (split East & West)	TON	400.00	\$55.00	\$22,000.00	
	III	Bit. Premix for Maint. M-120-00	TON	800.00	\$130.00	\$104,000.00	\$228,200.00
3. Bituminous Surface Treatment	III	CA-13 or MC-13	TON	3,000.00	\$16.25	\$48,750.00	
	III	HFE-150	GALS.	70,000.00	\$3.50	\$245,000.00	
	III	MC-30	GALS.		\$6.00	\$0.00	
	III	Truck Spread	HRS.	320.00	\$73.50	\$23,520.00	
	III	Roller	HRS.	80.00	\$75.00	\$6,000.00	\$323,270.00
4. Snow & Ice Removal	III	Sand FA6	TON	100.00	\$8.75	\$875.00	
	III	Rock Salt - 1500 Ton to Freeburg Ave, 1500 Ton to Royal Hts.	TON	5,000.00	\$62.00	\$310,000.00	
	I	Liquid Calcuim Chloride	GALS.	0.00		\$0.00	\$310,875.00
5. Vegetative Control	I	Weed Killer	GALS.	0.00		\$0.00	
	I	Grass Seed	LBS.	0.00		\$0.00	\$0.00
6. Reseal Concrete Streets	I	Asphalt Road Saver Sealant	LBS.	0.00		\$0.00	
	I	"Glencoll-traffic areas only	GALS.	0.00		\$0.00	\$0.00
Total Day Labor Costs							
Total Estimated Maintenance Operation Cost							\$941,145.00
Preliminary Engineering						\$0.00	
Engineering Inspection						\$0.00	
Material Testing						\$0.00	
Total Estimated Engineering Cost							\$0.00
Total Estimated Maintenance Cost							\$941,145.00



Illinois Department of Transportation

Municipal Estimate of Maintenance Costs

Section Number 15-00000-00-GM

Period from May 1, 2014 to April 30, 2015

Municipality City of Belleville

Estimated Cost of Maintenance Operations

Maintenance Operation (No. - Description)	Group I, II, III, IV	For Group I, II, or III (Material, Equipment or Labor)					Operation Cost	
		Item	Unit	Quantity	Unit Price	Cost		
7. Culvert Replacement	III	10" Culverts	LF	120.00	\$7.00	\$840.00		
	III	10" Regular Bands	EA	3.00	\$9.75	\$29.25		
	III	12" Culverts	LF	800.00	\$6.50	\$5,200.00		
	III	12" Regular Bands	EA	30.00	\$9.75	\$292.50		
	III	15" Culverts	LF		\$9.50	\$0.00		
	III	15" Regular Bands	EA		\$14.25	\$0.00		
	III	18" Culverts	LF		\$11.30	\$0.00		
	III	18" Regular Bands	EA		\$16.95	\$0.00		
	III	21" Culverts	LF		\$13.30	\$0.00		
	III	21" Regular Bands	EA		\$19.95	\$0.00		
	III	24" Culverts	LF		\$19.20	\$0.00		
	III	24" Regular Bands	EA		\$28.80	\$0.00	\$6,361.75	
8. Street Dept. Labor	II	City Labor Force	HRS.	5,191.00	\$27.30	\$141,714.30	\$141,714.30	
			HRS.	980.00	\$41.70	\$40,866.00	\$40,866.00	
			HRS.	500.00	\$55.60	\$27,800.00	\$27,800.00	
9. Shared Maintenance	I	Smithton Twp. Labor		Inv.	\$3,700.00	\$3,700.00		
	I	Shiloh VlyTwp. Labor-Plum Hill		Inv.	\$3,500.00	\$3,500.00	\$7,200.00	
10. Sidewalk Maint.	IV	Contract Work		Bid	Various	\$100,000.00	\$100,000.00	
11. Traffic Signal Maint.	IV	Contract Work		T & M	Various	\$75,000.00	\$75,000.00	
11a. Traffic Signal Maint.		IDOT/Belleville Master Agreement		Bid	Various	\$6,000.00	\$6,000.00	
12. Pavement Markings	IV	Contract Work		Bid	Various	\$30,000.00	\$30,000.00	
13. Infrastructure	IV	Contract Work		T & M	Various	\$100,000.00	\$100,000.00	
14. Ditching Maint.	IV	Contract Work		T & M	Various	\$80,000.00	\$80,000.00	
15. Conc. Street Patch	IV	Contract Work		Bid	Various	\$80,000.00	\$80,000.00	
16. Asphalt Patch Maint.	IV	Contract Work		Bid	Various	\$200,000.00	\$200,000.00	
17. Brick Street Patch	IV	Contract Work		Bid	Various	\$60,000.00	\$60,000.00	
18. Advertising	I					\$2,000.00	\$2,000.00	
19. Prelim Eng MFT	II					\$34,750.00	\$34,750.00	
20. Eng Inspection MFT	II					\$50,000.00	\$50,000.00	
21. Matl. Testing MFT	II					\$2,000.00	\$2,000.00	
		Total Day Labor Cost						
		Total Estimated Maintenance Operation Cost						\$1,043,692.05
		Preliminary Engineering					\$34,750.00	
		Engineering Inspection					\$50,000.00	
		Material Testing					\$2,000.00	
		Total Estimated Engineering Cost						\$86,750.00
		Total Estimated Maintenance Cost						\$1,984,837.05

Submitted _____

Approved _____

By _____

City Clerk

Municipal Official

Title

District Engineer



**Illinois Department
of Transportation**

**Local Agency Agreement
for Federal Participation**

Local Agency City of Belleville	State Contract	Day Labor	Local Contract XXX	RR Force Account
Section 13-00215-01-BT	Fund Type STE	ITEP and/or SRTS Number 820002		

Construction		Engineering		Right-of-Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
		P-98-301-14	TE-00D8(191)		

This Agreement is made and entered into between the above local agency hereinafter referred to as the "LA" and the state of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LA jointly propose to improve the designated location as described below. The improvement shall be constructed in accordance with plans approved by the STATE and the STATE's policies and procedures approved and/or required by the Federal Highway Administration hereinafter referred to as "FHWA".

Location

Local Name	West Belleville Bike Trail Phase 2	Route	FAU 9185 MS 3011	Length	1.73 Miles
Termini	Along Foley Drive from Wesley Drive to the Foley Spur (FAU 9185) and from the Foley Spur to Frank Scott Parkway (MS 3011)				
Current Jurisdiction	City of Belleville	Existing Structure No	NA		

Project Description

Preliminary engineering to include survey, prepare reports, prepare plans and specifications for the subject project.

Division of Cost

Type of Work	STE	%	STATE	%	LA	%	Total
Participating Construction		()		()		()	
Non-Participating Construction		()		()		()	
Preliminary Engineering	168,460	(*)		()	42,120	(BAL)	210,580
Construction Engineering		()		()		()	
Right of Way		()		()		()	
Railroads		()		()		()	
Utilities		()		()		()	
Materials							
TOTAL	\$ 168,460		\$		\$ 42,120		\$ 210,580

*80% STE funds not to exceed \$168,460

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final LA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.
If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.

Local Agency Appropriation

By execution of this Agreement, the LA is indicating sufficient funds have been set aside to cover the local share of the project cost and additional funds will be appropriated, if required, to cover the LA's total cost.

Method of Financing (State Contract Work)

- METHOD A--Lump Sum (80% of LA Obligation) _____
- METHOD B-- _____ Monthly Payments of _____
- METHOD C--LA's Share _____ divided by estimated total cost multiplied by actual progress payment.

(See page two for details of the above methods and the financing of Day Labor and Local Contracts)

Agreement Provisions

THE LA AGREES:

- (1) To acquire in its name, or in the name of the state if on the state highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established state policies and procedures. Prior to advertising for bids, the LA shall certify to the STATE that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the LA, and STATE and the FHWA, if required.
- (2) To provide for all utility adjustments, and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Agency Highway and Street Systems.
- (3) To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
- (4) To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, an addendum is required.
- (5) To maintain or cause to be maintained, in a manner satisfactory to the STATE and FHWA, the completed improvement, or that portion of the completed improvement within its jurisdiction as established by addendum referred to in item 4 above.
- (6) To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
- (7) To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General and the department; and the LA agrees to cooperate fully with any audit conducted by the Auditor General and the department; and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
- (8) To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
- (9) To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the FHWA.
- (10) (State Contracts Only) That the method of payment designated on page one will be as follows:
 - Method A - Lump Sum Payment. Upon award of the contract for this improvement, the LA will pay to the STATE, in lump sum, an amount equal to 80% of the LA's estimated obligation incurred under this Agreement, and will pay to the STATE the remainder of the LA's obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.
 - Method B - Monthly Payments. Upon award of the contract for this improvement, the LA will pay to the STATE, a specified amount each month for an estimated period of months, or until 80% of the LA's estimated obligation under the provisions of the Agreement has been paid, and will pay to the STATE the remainder of the LA's obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.
 - Method C - Progress Payments. Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the LA will pay to the STATE, an amount equal to the LA's share of the construction cost divided by the estimated total cost, multiplied by the actual payment (appropriately adjusted for nonparticipating costs) made to the contractor until the entire obligation incurred under this Agreement has been paid.
- (11) (Day Labor or Local Contracts) To provide or cause to be provided all of the initial funding, equipment, labor, material and services necessary to construct the complete project.
- (12) (Preliminary Engineering) In the event that right-of-way acquisition for, or actual construction of the project for which this preliminary engineering is undertaken with Federal participation is not started by the close of the tenth fiscal year following the fiscal year in which this agreement is executed, the LA will repay the STATE any Federal funds received under the terms of this Agreement.
- (13) (Right-of-Way Acquisition) In the event that the actual construction of the project on this right-of-way is not undertaken by the close of the twentieth fiscal year following the fiscal year in which this Agreement is executed, the LA will repay the STATE any Federal Funds received under the terms of this Agreement.

- (14) (Railroad Related Work Only) The estimates and general layout plans for at-grade crossing improvements should be forwarded to the Rail Safety and Project Engineer, Room 204, Illinois Department of Transportation, 2300 South Dirksen Parkway, Springfield, Illinois, 62764. Approval of the estimates and general layout plans should be obtained prior to the commencement of railroad related work. All railroad related work is also subject to approval by the Illinois Commerce Commission (ICC). Final inspection for railroad related work should be coordinated through appropriate IDOT District Bureau of Local Roads and Streets office.
- Plans and preemption times for signal related work that will be interconnected with traffic signals shall be submitted to the ICC for review and approval prior to the commencement of work. Signal related work involving interconnects with state maintained traffic signals should also be coordinated with the IDOT's District Bureau of Operations.
- The LA is responsible for the payment of the railroad related expenses in accordance with the LA/railroad agreement prior to requesting reimbursement from IDOT. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets office.
- Engineer's Payment Estimates in accordance with the Division of Cost on page one.
- (15) And certifies to the best of its knowledge and belief its officials:
- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - (d) have not within a three-year period preceding the Agreement had one or more public transactions (Federal, State, local) terminated for cause or default.
- (16) To include the certifications, listed in item 15 above and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
- (17) (State Contracts) That execution of this agreement constitutes the LA's concurrence in the award of the construction contract to the responsible low bidder as determined by the STATE.
- (18) That for agreements exceeding \$100,000 in federal funds, execution of this Agreement constitutes the LA's certification that:
- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement;
 - (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions;
 - (c) The LA shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- (19) To regulate parking and traffic in accordance with the approved project report.
- (20) To regulate encroachments on public right-of-way in accordance with current Illinois Compiled Statutes.
- (21) To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with current Illinois Compiled Statutes.
- (22) That the LA may invoice the STATE monthly for the FHWA and/or STATE share of the costs incurred for this phase of the improvement. The LA will submit supporting documentation with each request for reimbursement from the STATE. Supporting documentation is defined as verification of payment, certified time sheets, vendor invoices, vendor receipts, and other documentation supporting the requested reimbursement amount.
- (23) To complete this phase of the project within three years from the date this agreement is approved by the STATE if this portion of the project described in the Project Description does not exceed \$1,000,000 (five years if the project costs exceed \$1,000,000).
- (24) Upon completion of this phase of the improvement, the LA will submit to the STATE a complete and detailed final invoice with all applicable supporting supporting documentation of all incurred costs, less previous payments, no later than one year from the date of completion of this phase of the improvement. If a final invoice is not received within one year of completion of this phase of the improvement, the most recent invoice may be considered the final invoice and the obligation of the funds closed.

- (25) (Single Audit Requirements) That if the LA expends \$500,000 or more a year in federal financial assistance they shall have an audit made in accordance with the Office of Management and Budget (OMB) Circular No. A-133. LA's that expend less than \$500,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the STATE with 30 days after the completion of the audit, but no later than one year after the end of the LA's fiscal year. The CFDA number for all highway planning and construction activities is 20.205.
- (26) That the LA is required to register with the Central Contractor Registration (CCR), which is a web-enabled government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. If you do not have a CCR number, you must register at <https://www.uscontractorregistration.com>. If the LA, as a sub-recipient of a federal funding, receives an amount equal to or greater than \$25,000 (or which equals or exceeds that amount by addition of subsequent funds), this agreement is subject to the following award terms: <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf> and <http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>.

THE STATE AGREES:

- (1) To provide such guidance, assistance and supervision and to monitor and perform audits to the extent necessary to assure validity of the LA's certification of compliance with Titles II and III requirements.
- (2) (State Contracts) To receive bids for the construction of the proposed improvement when the plans have been approved by the STATE (and FHWA, if required) and to award a contract for construction of the proposed improvement, after receipt of a satisfactory bid.
- (3) (Day Labor) To authorize the LA to proceed with the construction of the improvement when Agreed Unit Prices are approved and to reimburse the LA for that portion of the cost payable from Federal and/or State funds based on the Agreed Unit Prices and Engineer's Payment Estimates in accordance with the Division of Cost on page one.
- (4) (Local Contracts) That for agreements with Federal and/or State funds in engineering, right-of-way, utility work and/or construction work:
- (a) To reimburse the LA for the Federal and/or State share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the LA;
- (b) To provide independent assurance sampling, to furnish off-site material inspection and testing at sources normally visited by STATE inspectors of steel, cement, aggregate, structural steel and other materials customarily tested by the STATE.

IT IS MUTUALLY AGREED:

- (1) Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction.
- (2) That this Agreement and the covenants contained herein shall become null and void in the event that the FHWA does not approve the proposed improvement for Federal-aid participation or the contract covering the construction work contemplated herein is not awarded within three years of the date of execution of this Agreement.
- (3) This Agreement shall be binding upon the parties, their successors and assigns.
- (4) For contracts awarded by the LA, the LA shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT – assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The LA shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT – assisted contracts. The LA's DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.). In the absence of a USDOT – approved LA DBE Program or on State awarded contracts, this Agreement shall be administered under the provisions of the STATE's USDOT approved Disadvantaged Business Enterprise Program.
- (5) In cases where the STATE is reimbursing the LA, obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
- (6) All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.

Number 1 Location Map

(Insert addendum numbers and titles as applicable)

The LA further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all exhibits indicated above.

APPROVED

Local Agency

Mark Eckert

Name of Official (Print or Type Name)

Mayor

Title (County Board Chairperson/Mayor/Village President/etc.)

(Signature)

Date

The above signature certifies the agency's TIN number is
37-6001921 conducting business as a Governmental
Entity.

DUNS Number 76964576

APPROVED

State of Illinois
Department of Transportation

Ann L. Schneider, Secretary of Transportation

Date

By:

Aaron A. Weatherholt, Deputy Director of Highways

Date

Omer Osman, Director of Highways/Chief Engineer

Date

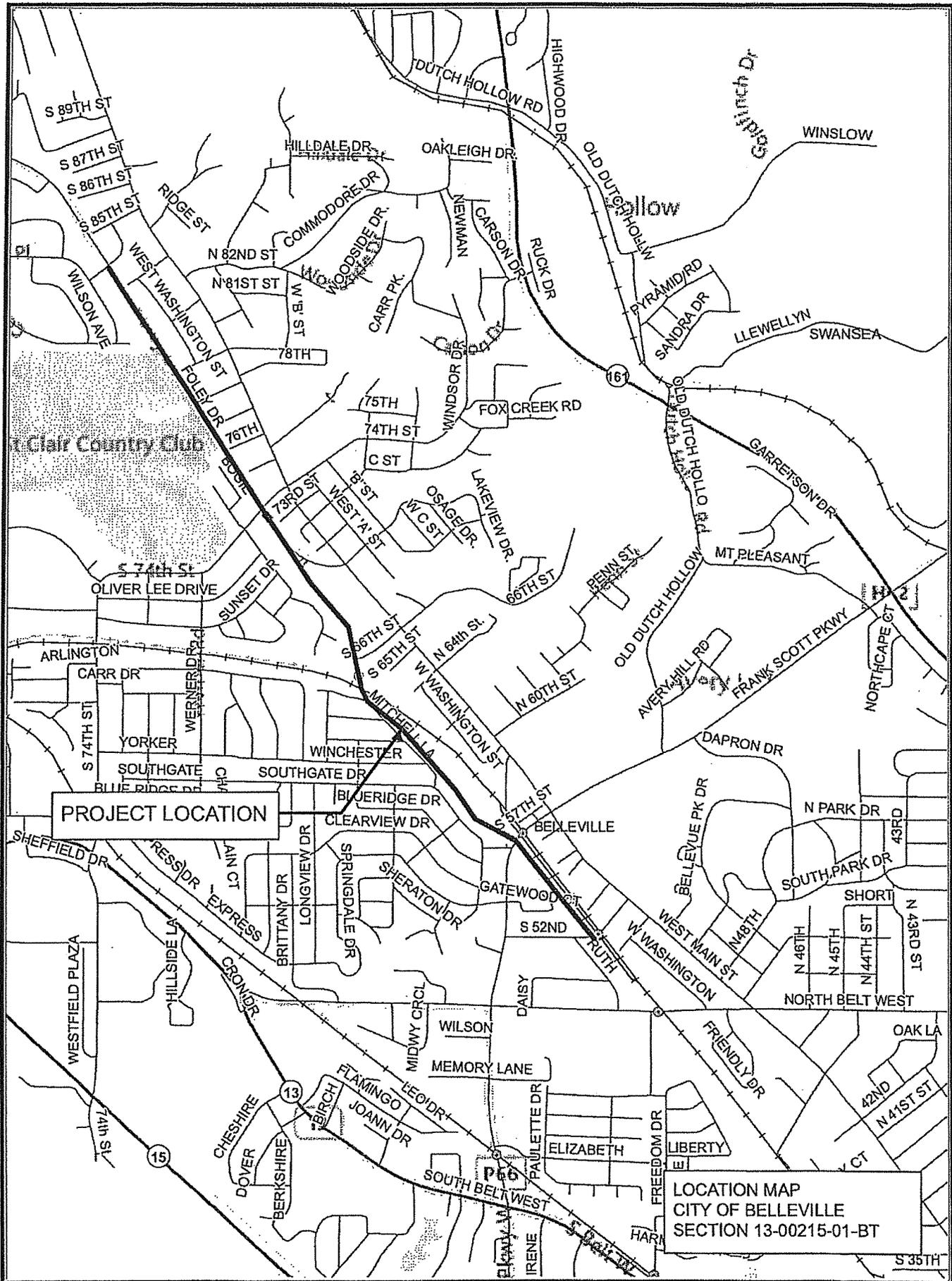
Michael A. Forti, Chief Counsel

Date

Tony Small, Acting Director of Finance and Administration

Date

NOTE: If signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.



PROJECT LOCATION

LOCATION MAP
 CITY OF BELLEVILLE
 SECTION 13-00215-01-BT

S 35TH

Jennifer Starnes

From: Seeley, Jeff [JSeeley@ameren.com]
Sent: Wednesday, January 15, 2014 11:50 AM
To: 'Jennifer Starnes'
Subject: RE: CITY OF BELLEVILLE ENGINEERING DEPT

I parked under that pole yesterday. There would not be any construction costs to add a street light. Should you choose to proceed, please let me know what wattage you wish to use here.

JEFF SEELEY : : Field Engineering Representative : : T 618.236.6261 : : C 618.210.2273
Ameren Illinois : : 1050 West Blvd : : Belleville, IL 62221

-----Original Message-----

From: Jennifer Starnes [<mailto:jstarnes@belleville.net>]
Sent: Wednesday, January 15, 2014 11:05 AM
To: Seeley, Jeff
Subject: FW: CITY OF BELLEVILLE ENGINEERING DEPT

Jeff -

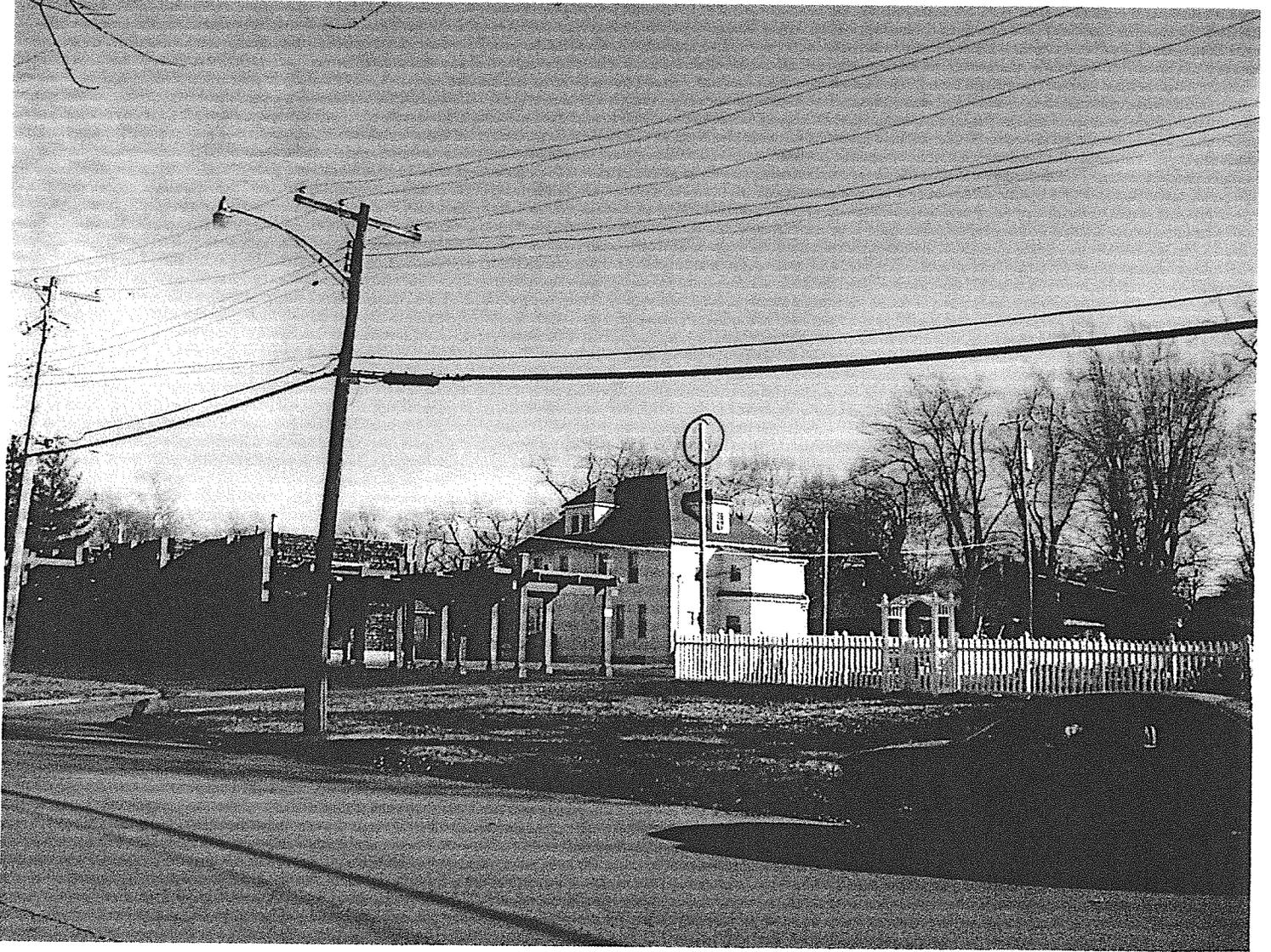
Can you please give us a quote on a streetlight being installed off of 95th Street (in the alleyway) by the Community Garden?? Thanks

-----Original Message-----

From: bellevillescan@belleville.net [<mailto:bellevillescan@belleville.net>]
Sent: Wednesday, January 15, 2014 12:08 PM
To: jstarnes@belleville.net
Subject: CITY OF BELLEVILLE ENGINEERING DEPT

CS 4550ci
[00:c0:ee:88:64:6b]

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95th Street

City Clerk Dallas Cook

From: MetroEast Pride [metroeastpride@gmail.com]
Sent: Monday, January 06, 2014 2:46 PM
To: dbcook@belleville.net
Cc: Vengerflutta Smith; Allen Irby; Joshua Holmgren; mep.janet@gmail.com; mep.adamk@gmail.com; Vice President- Colin Murphy; Colin Murphy; adam.kaemmerer@gmail.com; janetkayschmidt@charter.net
Subject: Metro East Pride Of Southwestern Illinois Festival 06/21/2014- request for street closure

Greetings.

As we begin 2014, planning is beginning for the Metro East Pride Festival in downtown Belleville. This year, as in years past, the festival will be on the third Saturday in June. This year that date is 06/21/2014.

We are requesting, at minimum, the same footprint as years past, which is West Main from First Street to Third Street, and Second Street from A Street to Washington. We are also requesting closure of the city parking lot behind Egyptian Stationers. Closure request will be from 8:00 A.M. Saturday morning, to Midnight Saturday the 21st.

As our festival continues to grow, and space is becoming a premium, we would like to request the possibility of adding First Street from A Street to Washington as well. We were able to secure this street in 2009, and the additional space allowed for much better festival flow.

We understand that there will also need to be a meeting with the city electricians to go over festival footprint, the Friday before. Also, there is typically a meeting with the Mayor, Police, electrical, sanitation, etc a few days prior. Please advise when you would like to meet to discuss.

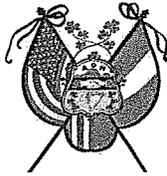
If there are any questions on the above, please let us know.

Thanks!

--
Metro East Pride

P. O. Box 831
O'Fallon, IL 62269

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.



**ANCIENT ORDER
OF
HIBERNIANS
IN AMERICA**



**MICHAEL P. KEELEY
DIVISION 1 ST. CLAIR COUNTY**

<http://www.aohill.org>

13 January 2014

OFFICERS

PRESIDENT

Patrick Hickey

Dallas Cook, City Clerk
101 South Illinois
Belleville, IL 62220-2199

VICE PRESIDENT

Mike Tieman

Mr. Cook,

**RECORDING
SECRETARY**

Jeff Blair

This is a request to hold the 12th Annual St. Patrick's Day Parade in Belleville, Illinois. The Parade is sponsored by the Ancient Order of Hibernians, AOH Division 1, St. Clair County, Illinois.

**FINANCIAL
SECRETARY**

Patrick Hume

The parade will begin at 11:00 a.m. and end at 1:00 p.m. on 15 March 2014.

TREASURER

Bob Dixon

The parade will assemble at North 3rd and "B" Streets, proceed south on 3rd Street to West Main, then east to East Main Street and conclude at Oak Street.

**STANDING
COMMITTEE
CHAIRMAN**

Gish Johnson

We request that barricades be placed at each intersection along the parade route. We also request that 12 barricades be made available at the parade assembly area for use by the AOH parade managers.

We further request that all traffic control be accomplished by the Belleville City Police Department.

In addition, weather conditions and maintenance schedules permitting, we respectfully request that the water in the Veteran's Memorial Fountain be dyed green.

The Ancient Order of Hibernians will provide a comprehensive and general liability policy in the amount of \$100,000 per person and \$500,000 per aggregate for the parade.

Contact Patrick Hickey at 257-2146 for further parade information.

Patrick Hickey
President

RESOLUTION No. 3158

A RESOLUTION TRANSFERRING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

WHEREAS, the City of Belleville has applied to St. Clair County, Illinois for Program Year 2011 Community Development Block Grant funds; and,

WHEREAS, it is necessary that changes to the scope of work in the original application be made via this Resolution.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the City of Belleville wishes to proceed with the changes indicated on Exhibit A; and,
2. That the chief municipal officials on behalf of the city execute such changes in the scope of work of said application; and,
3. That the chief municipal officials are authorized to provide such additional information as may be required to accomplish the obtaining approval of such changes.

Passed this 21st day of January, 2014.

	<u>AYE</u>	<u>NAY</u>
Michael Heisler	_____	_____
Ken Kinsella	_____	_____
Melinda Hult	_____	_____
Janet Schmidt	_____	_____
Arnold "Gabby" Rujawitz	_____	_____
Kent Randle	_____	_____
Johnnie Anthony	_____	_____
Jim Davidson	_____	_____
Joseph W. Hayden	_____	_____
Phillip Silsby	_____	_____
Paul Seibert	_____	_____
Bob White	_____	_____
Trent Galetti	_____	_____
James Musgrove	_____	_____
Joe Orlet	_____	_____
Lillian Schneider	_____	_____

Mark Eckert
MAYOR

(SEAL)

ATTEST:

CITY CLERK

RESOLUTION NO. 3159

**A RESOLUTION AUTHORIZING EXECUTION OF AMENDMENT NUMBER ONE
TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE ILLINOIS
OFFICE OF THE COMPTROLLER AND CITY OF BELLEVILLE**

Whereas, the City of Belleville and the Illinois Office of the Comptroller are parties to an Intergovernmental Agreement dated for participating in the Illinois Local Debt Recovery Program; and

Whereas, the Illinois Office of the Comptroller and this City Council desire to amend such Intergovernmental Agreement as set forth in Amendment Number One to the Intergovernmental Agreement between the Illinois Office of the Comptroller and City of Belleville set forth in Exhibit A attached.

Now, therefore, be it resolved by the City Council of the City of Belleville, Illinois, as follows:

Section 1. The Mayor is hereby authorized and directed to execute Amendment Number One to the Intergovernmental Agreement between the Illinois Office of the Comptroller and City of Belleville attached as Exhibit A.

Section 2. This Resolution shall be effective immediately upon its passage by the City Council and approval by the Mayor as provided by law.

PASSED by the City Council of the City of Belleville, Illinois, on this ____ day of January, 2014 on the following roll call vote:

	<u>AYE</u>	<u>NAY</u>
Michael Heisler	_____	_____
Ken Kinsella	_____	_____
Janet Schmidt	_____	_____
Melinda Hult	_____	_____
Kent Randle	_____	_____
Arnold "Gabby" Rujawitz	_____	_____
Johnnie Anthony	_____	_____
James Davidson	_____	_____
Joseph W. Hayden	_____	_____
Phillip Silsby	_____	_____
Paul Seibert	_____	_____
Bob White	_____	_____
Lillian Schneider	_____	_____
Trent Galetti	_____	_____
Joe Orlet	_____	_____
James Musgrove	_____	_____

APPROVED by the Mayor of the City of Belleville, Illinois this _____ day of January, 2014.

MAYOR

ATTEST:

CITY CLERK

AMENDMENT NUMBER ONE TO
THE INTERGOVERNMENTAL AGREEMENT BETWEEN
THE ILLINOIS OFFICE OF THE COMPTROLLER
AND
CITY OF BELLEVILLE

The parties hereby agree to amend the Intergovernmental Agreement (hereinafter, "the Agreement") between the Illinois Office of the Comptroller and City of Belleville, (hereinafter referred to as the "local unit"), effective upon execution, as follows:

Article III, Section A, Subsection 1 is amended by inserting the following new Parts (c) and (d):

- (c) No debt which has resulted in the issuance of a warrant for the arrest of the debtor may be placed or remain on the System so long as that warrant for arrest is active.
- (d) No debt which has resulted in the attachment of a lien on any personal property or other personal interest of the debtor shall be placed or remain on the System so long as that lien is attached to that property or interest.

Article III, Section A, Subsection 3, Part (a) is amended by deleting that Part and replacing it with the following:

- (a) The chief officer of the local unit shall, at the time the debt is referred, certify that the debt is past due and legally enforceable in the amount stated, and that there is no legal bar to collection by State payment offset.

Article III, Section A, Subsection 3, Part (d) is amended by deleting that Part and replacing it with the following:

- (d) This delegation of authority shall be made on either electronic or paper based forms provided by the Comptroller.

Article III, Section A, Subsection 3 is amended by inserting the following new Part (f):

- (f) The chief officer hereby acknowledges and agrees that he/she will ensure that the login information into any electronic system provided by the Office of the Comptroller will remain confidential, that only active employees of the local unit may be granted the delegation of authority provided for in Part (c) of this Subsection, and that under no circumstances is a vendor, agent, consultant, collector or any other third-party representative of the local unit authorized to submit or certify debt to IOC on behalf of the local unit.

Article III, Section A is amended by inserting the following new Subsection 5 at the end of the Section:

- 5. Notification of Change in the Chief Officer

- (a) The local unit shall be responsible for notifying IOC as soon as is practicable in the event the chief officer named in the Agreement is no longer an officer or employee of the local unit or is otherwise unable to perform the certification process provided for in Subsection 3 of this Section.
- (b) Upon obtaining knowledge that the chief officer is no longer an officer or employee of the local unit or is otherwise unable to perform the certification process provided for in Subsection 3 of this Section, whether through notification by the local unit or by any other means, IOC shall suspend the authority for the chief officer and any of his or her designees to certify debt to IOC.
- (c) The local unit shall be responsible for updating records with IOC in the event of a change in the chief officer in order to reestablish certification authority and resume collection by State payment offset.

The Article III, Section B header is amended by deleting that header and replacing it with the following:

B. Operational Requirements

Article III, Section B, Subsection 1 is amended by deleting that subsection and replacing it with the following:

1. Technical Requirements. IOC agrees to work with the local unit to facilitate information and data procedures as provided for in this Agreement. The local unit agrees to adhere to the standards and practices of IOC when transmitting and receiving data. The chief officer shall assume the responsibility of providing updates to the debtor records on file with IOC in order to ensure an equitable resolution of the debts owed to the local unit.

Article III, Section B, Subsection 2 is amended by deleting that subsection and replacing it with the following:

2. Fee. A fee may be charged to the debtor and shall be no more than \$20 per payment transaction. The fee will be deducted from the payment to be offset prior to issuance to the local unit.

Article III, Section B, Subsection 4 is amended by deleting that subsection and replacing it with the following:

4. IOC Protest Process. If a protest is received, IOC will determine the amount due and payable to the local unit. This determination will be made by a Hearing Officer and will be made in light of all information relating to the transaction in

the possession of IOC and any other information IOC may request and obtain from the local unit and the debtor subject to the offset. If IOC requests information from the local unit relating to the offset, the local unit will respond within sixty (60) days of IOC's request. IOC may grant the local unit an additional sixty (60) day extension for time to respond. The local unit shall complete an adjudication review with IOC in order to evaluate the local unit and the protest process prior to the offset of any State payments.

Article III, Section B, Subsection 7 is amended by deleting that subsection and replacing it with the following:

7. Debt Priorities. If a debtor has more than one local unit debt, the debt with the oldest date of entry on the System shall be offset first.

Article III, Section B, Subsection 10 is amended by deleting that subsection and replacing it with the following:

10. Local Unit Refunds. The local unit is responsible for refunding monies to the debtor, including any and all administrative fees collected by IOC, if an offset occurred due to inaccurate debt information or over collection, and the local unit has already received payment from IOC. IOC will only refund monies in the event that a payment has not yet been made to the local unit.

Article III, Section B, is amended by inserting the following new Subsection 11 at the end of that Section:

11. Third-Party Matching Services. IOC may utilize the services of a third-party vendor to assist in the identification of individual debtors. The local unit shall review and add any valid matches which result from the assistance of the third-party vendor within 30 days of receipt of the updated records. If the local unit is unable to add the valid matches within 30 days of receipt of the updated records, the chief officer must notify IOC as to the reason the local unit is not able to add the records in addition to a time frame for adding the records in the future.

All other terms and conditions of the Agreement thereto shall remain in full force and effect. This amendment contains all of the revised terms and conditions agreed upon by the named parties.

[Signatures Page Follows]

IN WITNESS WHEREOF, the Illinois Office of the Comptroller and City of Belleville by the following officials sign their names and agree to the terms and conditions of the above _____ referenced amendments.

ILLINOIS OFFICE OF THE COMPTROLLER

By: _____

Date: _____

Name: Judy Baar Topinka

Title: Comptroller

City of Belleville

By: _____

Date: _____

Name: Mark W. Eckert

Title: Mayor

RESOLUTION NO. 3160

A RESOLUTION AMENDING THE ANNUAL BUDGET OF THE CITY OF BELLEVILLE, ILLINOIS FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF MAY 2013, AND ENDING ON THE 30TH DAY OF APRIL, 2014.

WHEREAS, the City of Belleville has passed an ordinance establishing the annual budget for the City of Belleville, Illinois for the fiscal year beginning May 1, 2013 and ending April 30th, 2014; and,

WHEREAS, 65 ILCS 5/8-2-9.6 provides that by a 2/3 vote of the members of the corporate authorities then holding office, the annual budget for the municipality may be revised by deleting, adding to, changing or creating subclasses within object classes and object classes themselves; and,

WHEREAS, it is necessary that said annual budget be amended.

NOW, THEREFORE, be it resolved by the City Council of the City of Belleville, Illinois, as follows:

Section 1. The annual budget is hereby amended by changing the amounts budgeted in accounts shown on Exhibit "A" attached hereto from the figure shown under the column titled "Original Budgeted Amount" to the figure shown under the column "Revised Budgeted Amount".

PASSED by 2/3 vote of the City Council of the City of Belleville, Illinois on the _____ day of _____, 2013 on the following roll call vote:

	<u>AYE</u>	<u>NAY</u>
Michael Heisler	_____	_____
Ken Kinsella	_____	_____
Melinda Hult	_____	_____
Janet Schmidt	_____	_____
Gabby Rujawitz	_____	_____
Kent Randle	_____	_____
Johnnie Anthony	_____	_____
Phillip Silsby	_____	_____
Joseph W. Hayden	_____	_____
Paul Seibert	_____	_____
Bob White	_____	_____
Trent Galetti	_____	_____

James Musgrove
Joe Orlet
Lillian Schneider

APPROVED by the Mayor of the City of Belleville, Illinois this _____ day
of _____, 2013

MAYOR

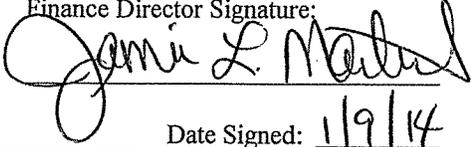
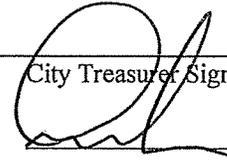
ATTEST:

CITY CLERK

REQUEST FOR LINE ITEM TRANSFER - BUDGET - 2013-2014

DEPARTMENT/ DIVISION	ACCOUNT NUMBER (LINE ITEM)	LINE ITEM DESCRIPTION	ORIGINAL BUDGETED AMOUNT	AMOUNT OF TRANSFER	REVISED BUDGETED AMOUNT
Sewer Plant	21-78-83000	Equipment	147,000	-10,000	137,000
	21-78-51300	Maint-Service Vehicle	15,000	+10,000	25,000

Reason for transfer: Budget Amendments are necessary due to proper allocation of expenses.

Department Head Signature: _____ Date Signed: _____	Finance Director Signature:  Date Signed: <u>1/9/14</u>	City Treasurer Signature:  Date Signed: <u>9 Jan 14</u>
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Completed By:	J. Maitret	Date Completed:	12-24-13	Entered By:		Date Entered:	
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RESOLUTION NO. 3161

A RESOLUTION AMENDING THE ANNUAL BUDGET OF THE CITY OF BELLEVILLE, ILLINOIS FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF MAY 2013 AND ENDING ON THE 30TH DAY OF APRIL, 2014.

WHEREAS, the City of Belleville has passed an ordinance establishing the annual budget for the City of Belleville, Illinois for the fiscal year beginning May 1, 2013 and ending April 30th, 2014; and,

WHEREAS, 65 ILCS 5/8-2-9.6 provides that by a 2/3 vote of the members of the corporate authorities then holding office, the annual budget for the municipality may be revised by deleting, adding to, changing or creating subclasses within object classes and object classes themselves; and,

WHEREAS, it is necessary that said annual budget be amended.

NOW, THEREFORE, be it resolved by the City Council of the City of Belleville, Illinois, as follows:

Section 1. The annual budget is hereby amended by changing the amounts budgeted in accounts shown on Exhibit "A" attached hereto from the figure shown under the column titled "Original Budgeted Amount" to the figure shown under the column "Revised Budgeted Amount". The source of funds for these additions is explained on Exhibit "A".

PASSED by 2/3 vote of the City Council of the City of Belleville, Illinois on the _____ day of _____, 2013 on the following roll call vote:

	<u>AYE</u>	<u>NAY</u>
Michael Heisler	_____	_____
Ken Kinsella	_____	_____
Melinda Hult	_____	_____
Janet Schmidt	_____	_____
Gabby Rujawitz	_____	_____
Kent Randle	_____	_____
Johnnie Anthony	_____	_____
Phillip Silsby	_____	_____
Joseph W. Hayden	_____	_____
Paul Seibert	_____	_____
Bob White	_____	_____
Trent Galetti	_____	_____

James Musgrove
Joe Orlet
Lillian Schneider

APPROVED by the Mayor of the City of Belleville, Illinois this _____ day
of _____, 2013.

MAYOR

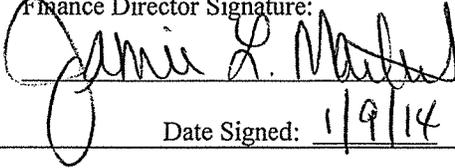
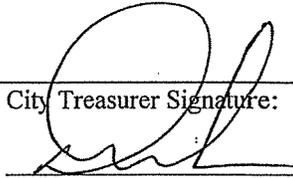
ATTEST:

CITY CLERK

REQUEST FOR SUPPLEMENTAL AMENDMENT - BUDGET - 2012-13

DEPARTMENT/ DIVISION	ACCOUNT NUMBER (LINE ITEM)	LINE ITEM DESCRIPTION	ORIGINAL BUDGETED AMOUNT	AMOUNT OF TRANSFER	REVISED BUDGETED AMOUNT
TIF #17 East Main	75-00-81000	Land	0	+100,000	100,000

Reason for transfer: Amendments are based on new revenue or prior year fund balance.

Department Head Signature: _____ Date Signed: _____	Finance Director Signature:  _____ Date Signed: <u>1/9/14</u>	City Treasurer Signature:  _____ Date Signed: <u>9 Feb 14</u>
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Completed By:	J. Maitret	Date Completed:	12-16-13	Entered By:		Date Entered:	
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RESOLUTION NO. 3162

**A RESOLUTION AUTHORIZING DISPOSAL OF RECORDS
WITH APPROVAL OF LOCAL RECORDS COMMISSION**

Whereas, the Local Records Commission approved the City's Application to Dispose of Local Records #13:288 on November 5, 2013.

Whereas, in accordance with such Local Records Commission approval, this City Council desires to authorize the execution of the Records Disposal Certificate attached hereto and the disposal of the records referenced therein.

Now, therefore, be it resolved by the City Council of the City of Belleville, Illinois, as follows:

Section 1. In accordance with Local Records Commission approval, this City Council hereby authorizes the Mayor to execute the Records Disposal Certificate attached hereto and further authorizes City staff to dispose of the records referenced therein.

Section 2. This Resolution shall be effective immediately upon its passage by the City Council and approval by the Mayor as provided by law.

PASSED by the City Council of the City of Belleville, Illinois, on this 21st day of January, 2014 on the following roll call vote:

	<u>AYE</u>	<u>NAY</u>
Michael Heisler	_____	_____
Ken Kinsella	_____	_____
Janet Schmidt	_____	_____
Melinda Hult	_____	_____
Kent Randle	_____	_____
Arnold "Gabby" Rujawitz	_____	_____
Johnnie Anthony	_____	_____
James Davidson	_____	_____
Joseph W. Hayden	_____	_____
Phillip Silsby	_____	_____
Paul Seibert	_____	_____
Bob White	_____	_____
Lillian Schneider	_____	_____
Trent Galetti	_____	_____
Joe Orlet	_____	_____
James Musgrove	_____	_____

APPROVED by the Mayor of the City of Belleville, Illinois this _____ day of January, 2014.

MAYOR

ATTEST:

CITY CLERK

RECORDS DISPOSAL CERTIFICATE

TO: Local Records Commission
 Illinois State Archives Building
 Springfield, Illinois 62756
 (217) 782-7075

APPLICATION # 13:288

COUNTY: St. Clair

FROM: City of Belleville Health & Housing Div.
(Agency - Division)

ADDRESS: 213 S Illinois St
(Street, P.O. Box)
Belleville, IL 62220
(City, Zip Code)

TELEPHONE: 618-233-6817

Directions:

1. Fill in all blanks and columns
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

COPY

APPLICATION ITEM NO.	RECORD SERIES	INCLUSIVE DATES	CUBIC FEET TO BE DISPOSED
15	Electrical License Renewal 1998-2005	1998-2005	2.5
16	Electrical & Mechanical Permits	1992-2008	1.7
7	Cash receipts, Books/reports, Copies of Plans	2002-2011	4.0
2	Administrative files + correspondence	1994-2011	2.2
5, 30, 35	Building, Plumbing and sign permits	1955-2011	2.6
34	sick and vacation time request	2001-2011	2.5

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that in compliance with authorization received from the Local Records Commission the records listed above will be disposed of on or after

 Signature Date

(Signature required only if records have been microfilmed or digitized)

Please print name and title on the line above

RESOLUTION NO. 3163

A RESOLUTION ADOPTING POLICE COMMAND STAFF POLICY

Whereas, this City Council desires to implement a policy defining benefits to be afforded the City's Police Command Staff, effective May 1, 2014.

Now, therefore, be it resolved by the City Council of the City of Belleville, Illinois, as follows:

Section 1. This City Council hereby adopts the Police Command Staff Policy attached as Exhibit A, effective May 1, 2014.

Section 2. This Resolution shall be effective immediately upon its passage by the City Council and approval by the Mayor as provided by law and shall remain in effect until further action by this City Council.

PASSED by the City Council of the City of Belleville, Illinois, on this 21st day of January, 2014 on the following roll call vote:

	<u>AYE</u>	<u>NAY</u>
Michael Heisler	_____	_____
Ken Kinsella	_____	_____
Janet Schmidt	_____	_____
Melinda Hult	_____	_____
Kent Randle	_____	_____
Arnold "Gabby" Rujawitz	_____	_____
Johnnie Anthony	_____	_____
James Davidson	_____	_____
Joseph W. Hayden	_____	_____
Phillip Silsby	_____	_____
Paul Seibert	_____	_____
Bob White	_____	_____
Lillian Schneider	_____	_____
Trent Galetti	_____	_____
Joe Orlet	_____	_____
James Musgrove	_____	_____

APPROVED by the Mayor of the City of Belleville, Illinois this _____ day of January, 2014.

MAYOR

ATTEST:

CITY CLERK

ORDINANCE NO. 7744

**AN ORDINANCE AMENDING CHAPTER 3 (CITY ADMINISTRATION)
OF THE REVISED CODE OF ORDINANCES OF BELLEVILLE, ILLINOIS,
AS AMENDED, BY ADDING SECTION 3.38 THERETO CONCERNING
COMPLIANCE WITH THE ILLINOIS FREEDOM OF INFORMATION ACT**

THE CITY OF BELLEVILLE, ST. CLAIR COUNTY, ILLINOIS (THE "CITY"), IS A DULY ORGANIZED AND EXISTING MUNICIPALITY CREATED UNDER THE PROVISIONS OF THE LAWS OF THE STATE OF ILLINOIS.

THE CITY OF BELLEVILLE IS NOW OPERATING UNDER THE PROVISIONS OF THE ILLINOIS MUNICIPAL CODE, AS SUPPLEMENTED AND AMENDED AND AS A HOME RULE MUNICIPALITY PURSUANT TO ARTICLE VII OF THE ILLINOIS CONSTITUTION OF 1970; AND IN THE EXERCISE OF ITS HOME RULE POWERS.

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

Section 1. That **Section 3.38** is hereby added to Chapter 3 (City Administration) of the Revised Code of Ordinances of Belleville, Illinois, as amended, as follows:

3.38 FREEDOM OF INFORMATION ACT

(A) **Freedom of Information Officers.** In accordance with Section 3.5(a) of the Illinois Freedom of Information Act (FOIA) (5 ILCS 140/3.5), the City Clerk is hereby designated as the Chief FOIA Officer who, except in instances when records are furnished immediately, shall receive requests submitted to the City under the FOIA, shall ensure that the City responds to requests in a timely fashion and shall issue responses under the FOIA. As Chief FOIA Officer, the City Clerk shall develop a list of documents or categories of records that the City shall immediately disclose upon request. As further contemplated by Section 3.5(a) of the FOIA, the following positions are hereby designated as Deputy FOIA Officers authorized to act in assistance to and/or in the stead of the Chief FOIA Officer under the FOIA and this Section 3.38:

- (1) Treasurer;
- (2) Assistant to the Mayor;
- (3) Assistant City Clerk;
- (4) Assistant Treasurer;
- (5) Police Chief or designee;
- (6) Fire Chief or designee.

The Chief FOIA Officer and Deputy FOIA Officers shall successfully complete an electronic training curriculum to be developed by the Public Access Counselor

of the State of Illinois and thereafter successfully complete an annual training program as required by Section 3.5(b) of the FOIA (5 ILCS 140/3.5(b)).

(B) **FOIA Request Process.**

(1) Upon receiving a request for a public record, the FOIA Officer shall:

- (a) note the date the City receives the written request;
- (b) compute the day on which the period for response will expire and make a notation of that date on the written request;
- (c) maintain an electronic or paper copy of a written request, including all documents submitted with the request until the request has been complied with or denied; and
- (d) create a file for the retention of the original request, a copy of the response, a record of written communications with the requester, and a copy of other communications.

Except in instances when records are furnished immediately, within one business day of receiving the request, the FOIA Officer shall distribute a copy of same to the offices of the Mayor and all relevant City departments and request production of responsive documents maintained by such offices. Within two business days thereafter, the offices of the Mayor and each City department so contacted shall provide any responsive documents to the FOIA Officer. Within one business day thereafter, the FOIA Officer shall draft and compile a response to the request, and review same with the City Attorney as necessary to determine the applicability of any exemptions under Section 7 of the FOIA (5 ILCS 140/7). Within one business day thereafter, or any further extension under Section 3(e) of the FOIA (5 ILCS 140/3(e)), the FOIA Officer shall provide a final response to the request. In accordance with Section 9 of the FOIA (5 ILCS 140/9), any denial of a request by the FOIA Officer shall notify the requester in writing of the decision to deny the request, the reasons for the denial, including a detailed factual basis for the application of any exemption claimed, and the names and titles or positions of each person responsible for the denial, and shall also inform the person of the right to review by the Public Access Counselor, including the address and phone number for the Public Access Counselor, as well as the right to judicial review under Section 11 of the FOIA (5 ILCS 140/11).

(2) Any records which are the subject of a request under the FOIA shall be retrieved from such place as they are stored, by the FOIA Officer, or by an employee of the City acting under the direction of the

FOIA Officer. In no event shall records be retrieved by the party requesting them or by any person who is not employed by the City.

(3) If copies of records are requested, the fees for such copies, whether certified or not, shall be as determined from time to time by the FOIA Officer pursuant to Section 6(b) of the FOIA (5 ILCS 140/6(b)). The City Clerk shall maintain a written schedule of current fees in the Clerk's office. The fees so charged shall reflect the actual cost of copying the records, and the cost of certifying copies, if certification is requested.

(C) As Chief FOIA Officer, the City Clerk shall prepare and maintain the information required by Section 4 of the FOIA (5 ILCS 140/4) for display in offices and on the City's website, as well as inspection/copying.

Section 2. That conflicting Ordinances or pertinent portions thereof in force the time this takes effect are hereby repealed.

Section 3. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED by the City Council of the City of Belleville, Illinois, on this ____ day of January, 2014 on the following roll call vote:

	<u>AYE</u>	<u>NAY</u>
Michael Heisler	_____	_____
Ken Kinsella	_____	_____
Janet Schmidt	_____	_____
Melinda Hult	_____	_____
Kent Randle	_____	_____
Arnold "Gabby" Rujawitz	_____	_____
Johnnie Anthony	_____	_____
James Davidson	_____	_____
Joseph W. Hayden	_____	_____
Phillip Silsby	_____	_____
Paul Seibert	_____	_____
Bob White	_____	_____
Lillian Schneider	_____	_____
Trent Galetti	_____	_____
Joe Orlet	_____	_____
James Musgrove	_____	_____

APPROVED by the Mayor of the City of Belleville, Illinois this ____ day of January, 2014.

MAYOR

ATTEST:

CITY CLERK

ZONING BOARD OF APPEALS, CITY OF BELLEVILLE, ILLINOIS

APPLICATION: **64-Dec13 – Peter Torason (Ruler Foods)**

ADVISORY REPORT

Application Filed: 12/9/13

64-Dec13 – Peter Torason (Ruler Foods) – Requesting a Special Use Permit to construct a building larger than 150 square feet in area that has a metal façade at 1703 North Belt West in a C-2 Heavy Commercial District. (Applicable portion of the Zoning Code: 60-6-50)

Present Zoning: C-2 Heavy Commercial Zoning District

Meeting Held: Dec. 21, 2013

Publication in News Democrat: Dec. 4, 2013

Supporters: none

Objectors: none

Aldermen Present: Alderman Rujawitz

Witnesses having been sworn, evidence presented and the Board fully advised in the premises, the Board makes the following determinations:

- A. the proposed design, location, and manner of operation of the proposed special use will adequately protect the public health, safety, and welfare, and the physical environment;
- B. the proposed special use is consistent with this municipality's comprehensive plan;
- B. the proposed special use would have a positive effect on the value of neighboring property and on this municipality's overall tax base;
- C. the proposed special use would have a positive effect on public utilities and on traffic circulation on nearby streets; and
- E. there are no facilities near the proposed special use (such as schools or hospitals) that require special protection.

Roger Wigginton made a motion to APPROVE the request and seconded by Rebecca Boyer with all present members voting aye. Motion carried.

IT IS THEREFORE the recommendation of the Zoning Board of Appeals that the requested Special Use Permit is to be **GRANTED BY A UNANIMOUS VOTE OF ALL MEMBERS PRESENT.**

Chairman

ORDINANCE NO. 7741

A ZONING ORDINANCE IN RE CASE #64DEC13

Peter Torason (Ruler Foods)

THE CITY OF BELLEVILLE, ST. CLAIR COUNTY, ILLINOIS (THE "CITY"), IS A DULY ORGANIZED AND EXISTING MUNICIPALITY CREATED UNDER THE PROVISIONS OF THE LAWS OF THE STATE OF ILLINOIS.

THE CITY OF BELLEVILLE IS NOW OPERATING UNDER THE PROVISIONS OF THE ILLINOIS MUNICIPAL CODE, AS SUPPLEMENTED AND AMENDED AND AS A HOME RULE MUNICIPALITY PURSUANT TO ARTICLE VII OF THE ILLINOIS CONSTITUTION OF 1970; AND IN THE EXERCISE OF ITS HOME RULE POWERS.

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

Whereas, an application has been filed requesting a Special Use Permit to construct a building larger than 150 square feet in area that has a metal façade at 1703 North Belt West in a C-2 Heavy Commercial District. (Applicable portion of the Zoning Code: 60-6-50).

Whereas, a public hearing has been held before the City's Zoning Board of Appeals which has issued its advisory report.

NOW, THEREFORE, be it ordained by the City Council of the City of Belleville, Illinois as follows:

Section 1. That the application requesting a Special Use Permit to construct a building larger than 150 square feet in area that has a metal façade at 1703 North Belt West in a C-2 Heavy Commercial District is hereby granted. (Applicable portion of Zoning Code: 60-6-50).

Section 2. That conflicting ordinances or pertinent portions thereof in force at the time of this ordinance takes effect are hereby repealed.

Section 3. This ordinance shall be in full force and effect from and after its passage, approval and publication, all as provided by law.

PASSED by the City Council of the City of Belleville, Illinois, on this _____ day of _____, 2014 on the following roll call vote:

	<u>AYE</u>	<u>NAY</u>
Michael Heisler	_____	_____
Ken Kinsella	_____	_____
Janet Schmidt	_____	_____
Melinda Hult	_____	_____
Kent Randle	_____	_____
Arnold "Gabby" Rujawitz	_____	_____
Johnnie Anthony	_____	_____
James J. Davidson	_____	_____
Joseph W. Hayden	_____	_____
Phillip Silsby	_____	_____
Paul Seibert	_____	_____
Bob White	_____	_____
Lillian Schneider	_____	_____
Trent Galetti	_____	_____
Joe Orlet	_____	_____
James Musgrove	_____	_____

APPROVED by the Mayor of the City of Belleville, Illinois this _____ day of _____, 2014.

MAYOR

ATTEST:

CITY CLERK