



City Council Meeting Agenda
November 11, 2024 - 6:45 PM
County Office Building, County Chambers, 3rd Floor,
1504 Third Avenue, Rock Island, IL

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1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Moment of Silence**
5. **Public Comment**
6. **Awards and Honor Presentations, Officer Swearing in Ceremony, and Proclamations**
 - a. Proclamation honoring Augustana Symphonic Band Sesquicentennial Anniversary.
 - b. Proclamation declaring November as Epilepsy Awareness Month.
7. **Update Rock Island**
8. **Passage of Ordinances and Resolutions**
 - a. Report from the Public Works Department regarding the IL Route 5 (Blackhawk Road/46 AV) IDOT Local Agency Agreement/Resolution.

Motion:	Motion to approve the Local Agency Agreement and Resolution and authorize the Mayor to execute the documents.
RC	Roll Call vote is needed.
 - b. Report from the Public Works Department regarding the amended Motor Fuel Tax Resolution appropriating \$413,760 of Motor Fuel Tax funds for Street Maintenance in 2024.

Motion:	Motion to adopt the amended Motor Fuel Tax Resolution.
RC	Roll Call vote is needed.
9. **Consent Agenda**

All items under the Consent Agenda are considered to be routine in nature and will be enacted by a single motion and subsequent roll call vote. There will be no separate discussion of these items unless an Alderperson so requests, in which case, the item will be moved from the Consent Agenda and considered as the first item after approval of the Consent Agenda.

- a. Minutes from the October 28, 2024 Study Session and City Council meeting.
- b. Claims for the week of September 13 through September 19, 2024, in the amount of \$598,298.80; for the week of September 20 through September 26, 2024, in the amount of \$507,506.29.
- c. Payroll for the weeks of September 30 through October 13, 2024 in the amount of \$1,818,496.70; Payroll for the weeks of October 14 through October 27, 2024 in the amount of \$1,807,979.26.
- d. International City/County Management Association (ICMA) claims for the weeks of September 7 through September 20, 2024 in the amount of \$31,177.69.
- e. ACH Payments for the month of September 2024 in the amount of \$922,266.01.
- f. Purchase Card Claims for the period of August 27, 2024 through September 26, 2024 in the amount of \$122,178.72.
- g. Report from the Public Works Department regarding a change order and final payment in the amount of \$426,421.75 to Porter Brothers Construction, Inc., Rock Falls, Illinois, for the 2024 Asphalt Street Milling and Patching Program.
- h. Report from the Public Works Department regarding uplifting repairs in the amount of \$10,604.90 from RACOM Corporation, Moline, Illinois, for the emergency lights, siren and radio equipment for the Fire Department's 2024 Ford F150.

Motion: Motion to approve Consent Agenda items a through h.

RC Roll Call vote is needed.

10. Claims/Purchases

- a. Report from the Public Works Department regarding payment in the amount of \$26,603.93 to McClintock Trucking and Excavating, Inc. Silvis, Illinois, for an emergency water main repair at 17th Street and 31st Avenue.
- b. Report from the Public Works Department regarding payment in the amount of \$27,402.47 to Miller Trucking and Excavating, Silvis, Illinois, for an emergency water main repair at 7th Street and 15th Avenue.

Motion: Motion to allow claims a and b.

RC Roll Call vote is needed.

- c. Report from the Public Works Department regarding purchases in the amount of \$51,020.90 to 3E Electrical Engineering and Equipment Company and \$93,870 to Davenport Electric Contract Company for the Federal Building Streetlights and Underground Electrical Improvements using ARPA funds (restricted).

Motion: Motion to allow both claims.
RC Roll Call vote is needed.

11. Contracts/Agreements

- a. Report from the Public Works Department requesting approval to award a bid to Sterling Commercial Roofing, Sterling, Illinois, for the Sunset Marina office roof replacement in the amount of \$29,900.

Motion: Motion to award the bid as recommended.
RC Roll Call vote is needed.

- b. Report from the Community Development Department Regarding a Contract with Moran Economic Development for Tax Increment Financing and Business Development District Services in the amount of \$40,000.

Motion: Motion to approve the contract and authorize the City Manager to execute the documents.
RC Roll Call vote is needed.

12. Budget/Finance Items

- a. Report from the Finance Department regarding a budget adjustment to the MLK Activity Fund (901) in the amount of \$9,400.
- b. Report from the Finance Department regarding a budget adjustment to the MLK Activity Fund (901) in the amount of \$10,000.
- c. Report from the Finance Department regarding a budget adjustment to the MLK Activity Fund (901) in the amount of \$40,000.
- d. Report from the Finance Department regarding a budget adjustment to the MLK Activity Fund (901) in the amount of \$35,000.
- e. Report from the Finance Department regarding a budget adjustment to the CORI Building Amortization Fund (603) in the amount of \$50,000.

Motion: Motion to approve budget adjustments a through e.
RC Roll Call vote is needed.

- f. Report from the Finance Department regarding a budget transfer from the General Fund (101) to the General Fund Excess sub-account (102) in the amount of \$3,042,749.88.

Motion: Motion to approve the budget transfer as recommended.
RC Roll Call vote is needed.

13. Department Reports

- a. Report from the Community Development Department regarding approval of an amendment to the Community Development Block Grant Program Manual regarding conflicts of interest.

Motion: Motion to approve the amendment to the Community Development Block Grant Program Manual.
RC Roll Call vote is needed.
- b. Report from the Community Development Department regarding amendments to the Housing Rehabilitation Program Policies and Procedures.

Motion: Motion to approve the amendments as recommended.
RC Roll Call vote is needed.
- c. Report from the Community Development Department regarding the creation of the Urban Homestead Program.

Motion: Motion to approve The Urban Homestead Program's Policy and Procedures.
RC Roll Call vote is needed.
- d. Report from the Finance Department regarding approval of the Municipal Compliance Reports for the Fiscal Year ending December 31, 2023 for the Police Pension Fund and the Fire Pension Fund.

Motion: Motion to approve the Municipal Compliance Reports for the Fiscal Year ending December 31, 2023.
RC Roll Call vote is needed.
- e. Report from the Mayor regarding the appointment of Randy Tweet as Third Ward Alderperson through April 2025.

Motion: Motion to approve the appointment as recommended.
RC Roll Call vote is needed.

14. Traffic Engineering Requests

- a. Report from the Traffic Engineering Committee regarding a request from Modern Woodman of America to place five of their parking lots under City ordinance (Section 9-42) control. (First Reading)

Motion: Motion to consider the ordinance.
RC Roll Call vote is needed.
- b. Report from the Traffic Engineering Committee regarding a request from Karen Marshall to install a handicapped parking space in front of the business at 539 20th Street. (First Reading)

Motion: Motion to consider the ordinance.

RC Roll Call vote is needed.

- c. Report from the Traffic Engineering Committee regarding a request from the YWCA to install two handicapped parking spaces on 17th Street in front of the YWCA. (First Reading)

Motion: Motion to consider the ordinance.

RC Roll Call vote is needed.

15. Events/Misc Requests

- a. Report from the Fire Department regarding a request from John Norris of Uncle Norm's Fireworks for pyrotechnic display permits for fireworks to be held on Thursday, November 21, 2024 from 5:30 p.m. to 5:45 p.m. and on Wednesday, December 4, 2024 at 7:00 p.m. to 7:15 p.m. at the Quad City Botanical Center.

Motion: Motion to approve the requests as recommended; temporarily waive Chapter 10, Article 1, Sec. 10-9(a) of the Code of Ordinances to allow for the issuance of the pyrotechnic display permits; and authorize the Fire Marshal to issue the permits.

RC Roll Call vote is needed.

16. Rock Island Port Authority

- a. Motion: Motion to close the regular City Council meeting and convene the Rock Island Regional Port District meeting.

VV Voice vote is needed.

- b. Other Business/New Business

- c. Motion: Motion to exit the Rock Island Regional Port Authority and reconvene the regular City Council meeting.

VV Voice vote is needed.

17. Other Business/New Business

18. Closed Session

- a. **5 ILCS 120/2 (c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding must be recorded and entered in the minutes of the closed meeting.**

5 ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives.

Motion: Motion to enter Closed Session for the exceptions cited.

VV Voice vote is needed.

19. Adjourn

- a. Motion: Motion to Adjourn to November 25, 2024
VV Voice vote is needed.

This agenda may be obtained in accessible formats by qualified persons with a disability by making appropriate arrangements from 8:00 am to 5:00 pm, Monday through Friday, by contacting the City Clerk's Office at (309) 732-2010 or visiting in person at: 1528 Third Avenue, Rock Island, IL 61201.



Mayor Mike Thoms

Proclamation

WHEREAS, Augustana College was founded in 1860 in Chicago, Illinois, as an institution of higher learning; and

WHEREAS, the Augustana Symphonic Band was organized in 1874 as the Augustana Silver Cornet Band while the College was located in Paxton, Illinois, where it held its first concert, made its first local performance the following year to celebrate the College's relocation to Rock Island, and has been involved in every major Augustana event since; and

WHEREAS, the Augustana Symphonic Band has honorably represented the City of Rock Island through performance tours across the nation and around the world; and

WHEREAS, the Augustana Symphonic Band answered the call to service in World War I, enlisting and serving honorably as the 6th Illinois Regimental Band; and

WHEREAS, the Augustana Symphonic Band, under the direction of Dr. James M. Lambrecht since 1988, is therefore one of the oldest, most storied, and respected collegiate wind ensembles in the nation, in addition to being the oldest musical organization currently active in the Quad Cities; now therefore be it

RESOLVED, that we offer congratulations to the Augustana Symphonic Band, and upon the sesquicentennial of its founding we recognize its director, Dr. James M. Lambrecht, and the Band's members, alumni, and former directors; and be it further

RESOLVED, that we hereby extend our gratitude for their historic and valuable contributions to the artistic life and musical reputation of our city, and encourage all Rock Islanders to attend the Augustana Symphonic Band's Sesquicentennial Concert on Saturday, November 23rd, at 7 p.m. in Augustana's Centennial Hall.

NOW, THEREFORE, BE IT RESOLVED THAT I, Mike Thoms, Mayor of the City of Rock Island, do hereby honor

AUGUSTANA SYMPHONIC BAND'S SESQUICENTENNIAL ANNIVERSARY

in the City of Rock Island.

Dated this 11th day of November, 2024.

Mike Thoms, Mayor

1528 Third Avenue, Rock Island, Illinois 61201-8678

Phone.309.732.2012 Fax.309-732-2055

Email: rimayor@rigov.org





ROCK ISLAND
ILLINOIS

Mayor Mike Thoms

Proclamation

- WHEREAS, 1 in 26 people will develop epilepsy during their lifetime, and
- WHEREAS, the month of November is a time to bring epilepsy visibility and education to the forefront, and
- WHEREAS, Epilepsy Advocacy Network (EAN) invites you to participate in Epilepsy Awareness month, by becoming trained in seizure recognition and first aid, connecting someone you know to our services, or attending one of our awareness activities, and
- WHEREAS, if you are interested in being trained in seizure recognition and first aid, EAN provides free CDC-approved certification, and
- WHEREAS, If you know someone who has epilepsy, we welcome you to refer them to EAN's services. EAN provides individualized case management, support groups, and epilepsy self-management programs.

NOW, THEREFORE, BE IT RESOLVED THAT I, Mike Thoms, Mayor of the City of Rock Island, do hereby proclaim November as

EPILEPSY AWARENESS MONTH

in the City of Rock Island.

Dated: November 11, 2024

Mike Thoms, Mayor



1528 Third Avenue, Rock Island, Illinois 61201-8678
Phone.309.732.2012 Fax.309-732-2055
Email: rimayor@rigov.org

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Public Works Department regarding the IL Route 5 (Blackhawk Road/46 AV) IDOT Local Agency Agreement/Resolution.

Motion: Motion to approve the Local Agency Agreement and Resolution and authorize the Mayor to execute the documents.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The Illinois Department of Transportation (IDOT) intends to upgrade the traffic signals, upgrade the sidewalks and resurface the roadway along 46th Avenue/Blackhawk Road (IL5) from 24th to 34th Streets.

Under IDOT guidelines and procedures, costs for local utilities (water mains, sanitary sewers and storm sewers) casting adjustments are the responsibility of the City. Costs for upgrading the traffic signals is also a shared cost at 90/10 State/City. Estimated costs for these items are estimated by IDOT to be \$22,673 for this work. IDOT is requiring the City to approve and execute the attached Local Agency Agreement and Resolution in order to participate in this program at the above costs.

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

It is recommended that the City Council approve the attached Local Agency Agreement and Resolution and authorize the Mayor to execute the documents.

Submitted by: Michelle Martin, Manager

Approved by:

City of Rock Island
FAP Route 595 (IL 5)
State Section (18Z)RS-6
City Section 24-00212-00-RS
Rock Island County
Job No. C-92-102-23
Contract No. 64N06
Agreement No. JN225027

AGREEMENT

This agreement, entered into this _____ day of _____, A.D., 20____, by and between the state of Illinois, acting by and through its Department of Transportation, hereinafter called the STATE and the City of Rock Island, of the state of Illinois, hereinafter called the CITY.

WITNESSETH:

WHEREAS, the STATE, in order to facilitate the free flow of traffic and ensuring the safety to the motoring public, is desirous of upgrading the traffic signals, upgrade the sidewalks to meet the Federal Americans with Disabilities Act (ADA) along IL 5 (46th Street) at the intersections of Indian Hill Road and 30th Street, milling and resurfacing approximately 0.84 mile of IL 5 (46th Street) from 24th Street to 0.1 mile east of 34th Street in the City of Rock Island, by providing for four 12-foot traffic through lanes, turn-lanes, Bi-directional lane, and by performing all other work necessary to complete the improvement in accordance with the approved plans and specifications, FAP 595, STATE Section (18Z)RS-6, CITY Section 24-00212-00-RS, hereinafter called the PROJECT; and

WHEREAS, the CITY is desirous of said improvement in that same will be of immediate benefit to the CITY residents and permanent in nature.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. The STATE agrees to make the surveys, acquire all necessary right-of-way, prepare plans and specifications, receive bids and award the contract, furnish engineering inspection during construction and cause the improvement to be built in accordance with the plans, specifications and contract.
2. The STATE agrees to pay all construction and engineering costs, subject to payment by the CITY for its share of the improvement as hereinafter stipulated.
3. It is mutually agreed by and between the parties hereto that the estimated cost and cost proration for this improvement is as follows:

	Federal		State		Rock Island		
Type of Work	Cost	%	Cost	%	Cost	%	Total
All Construction Costs Excluding the Following	\$1,047,837	80%	\$261,959	20%			\$1,309,796
Traffic Signals at 30 th St.	\$41,323	80%	\$5,165	10%	\$5,165	10%	\$51,654
Water Valves to be Adjusted, (3) each					\$2,550	100%	\$2,550
Manholes to be Adjusted (6) each					\$12,000	100%	\$12,000
Sub-Total	\$1,089,160		\$267,125		\$19,715		\$1,376,000
P&C Eng.	\$163,374	15%	\$40,069	15%	\$2,957	15%	\$206,400
Total	\$1,252,534		\$307,193		\$22,673		\$1,582,400

Participation and reimbursement shall be predicated on the percentages shown above for the specified work. Cost shall be determined by multiplying the final quantities times contract unit prices plus 15% for preliminary and construction engineering.

4. The CITY has passed a resolution appropriating sufficient funds to pay its share of the cost of this improvement, a copy of which is attached hereto as Exhibit A and made a part hereof. The CITY agrees to pay to the Department of Transportation of the state of Illinois, upon award of this project, from any funds allotted to the CITY, the amount of 80% of its estimated obligation under the provisions of this agreement and will pay to the said department the remainder of its obligation in a lump sum upon completion of the project based upon final costs.
5. The CITY agrees to enforce the existing parking ordinance on IL 5 within the limits of this improvement in the City of Rock Island, a copy of which can be found on the CITY's website and is on file at the STATE'S district office.
6. The CITY agrees to enforce an existing ordinance prohibiting the discharge of sanitary and industrial wastewater into the storm water drainage systems a copy of which can be found on the CITY's website and is on file at the STATE'S district office.
7. Prior to the STATE advertising for the work to be performed hereunder, the disposition of encroachments will be cooperatively determined with representatives from the CITY and the STATE.

The CITY shall continue to enforce an existing ordinance, relative to the disposition of encroachments within the limits of the improvements, a copy of which can be found on the CITY's website and is on file at the STATE'S district office.

8. The CITY agrees not to permit the construction of additional entrances (private or commercial) onto IL 5, within the limits of this improvement without the concurrence of the Department of Transportation
9. Prior to construction, the CITY shall exercise its franchise right to cause utilities to be relocated, if necessary, at no expense to the STATE.
10. The CITY agrees to cause its utilities located on right-of-way after said right-of-way was acquired by the STATE or installed within the limits of a roadway after the said roadway's jurisdiction was assumed by the STATE, to be relocated and/or adjusted at no expense to the STATE.
11. Upon final field inspection of the improvement and so long as IL 5 is used as a state highway, the STATE agrees to maintain or cause to be maintained the four 12-foot and variable width through traffic lanes, turn lanes, center median/turn lane, painted pavement markings, curb and gutter and/or shoulders adjacent to said through traffic lanes.
12. Upon final field inspection of the improvement, the CITY agrees to maintain their portions of the improvement which are not maintained by the STATE, including sidewalks which includes ADA ramps, parkways, guardrails, crosswalks and transverse pavement markings, CITY owned utilities including the appurtenances thereto, highway lighting including furnishing the electrical energy therefore, and the following items which are not to be maintained by the STATE including:

- A. Storm sewers and appurtenances and to perform those functions necessary to keep the sewer in a serviceable condition including cleaning sewer lines, inlets, manholes and catch basins along with the repair or replacement of inlet, manhole and catch basins' frames, grates or lids plus structural failures; and
 - B. Sanitary sewers and appurtenances and to perform those functions necessary to keep the sewer in a serviceable condition including cleaning sewer lines, and manholes along with the repair or replacement of manholes ' frames, grates or lids plus structural failures between adjacent manholes; and
 - C. The CITY further agrees to continue its existing maintenance responsibilities on all side road approaches under its jurisdiction, including all turn lanes, up to the edge of pavement of IL 5 through traffic lanes.
- 13. Upon acceptance by the STATE of the traffic signal work at 30th Street included herein the responsibility for maintenance and energy shall continue to be as outlined in the Master Agreement executed by the STATE and the CITY on July 1, 2021.
 - 14. The CITY agrees to all covenants contained in previous agreements or letters of understanding relating to City owned utilities, maintenance, electrical energy, enactment of ordinances, etc., on the section to be improved within the City limits, shall remain unchanged.
 - 15. The CITY agrees to provide written approval of that portion of the plans and specifications relative to the CITY'S financial and maintenance obligations described herein, prior to the STATE'S advertising for the aforescribed proposed improvement, attached as Exhibit B.
 - 16. This agreement shall be subject to termination and cancellation in any year for which the General Assembly fails to make an appropriation to make payments under the terms of the agreement.
 - 17. This agreement and the covenants contained herein shall become null and void in the event the contract covering the construction work contemplated herein is not awarded within the three years subsequent to execution of the agreement.
 - 18. This agreement No. JN225027 shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

ATTEST:

CITY OF ROCK ISLAND

By: _____
Samantha Gange
City Clerk

By: _____
Mike Thoms
Mayor

Date: _____, 20__

Date: _____, 20__

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

By: _____
Trisha Thompson, P.E.
Regional Two Engineer

Date: _____, 20__

EXHIBIT A
RESOLUTION

WHEREAS, the City of Rock Island has entered into an agreement with the State of Illinois for reconstruction improvement project on FAP Route 595 (IL 5), State Section (18Z)RS-6, City Section 24-00212-00-RS; and

WHEREAS, in compliance with the aforementioned agreement it is necessary for the CITY to appropriate funds to pay its share of the cost of said improvement.

NOW, THEREFORE, BE IT RESOLVED, that there is hereby appropriated the sum of TWENTY-TWO THOUSAND SIX HUNDRED SEVENTY-THREE AND NO/100 DOLLARS (\$22,673), or so much thereof as may be necessary, from any money now or hereafter allotted to the CITY, to pay its share of the cost of this improvement as provided in the agreement; and,

BE IT FURTHER RESOLVED, that upon award of this project, the CITY agrees to pay to the Department of Transportation of the state of Illinois from any funds allotted to the CITY, an amount of 80% of its estimated obligation under the provisions of this agreement and will pay to the said department the remainder of its obligation in a lump sum upon completion of the project based upon final costs.

BE IT FURTHER RESOLVED that the CITY agrees to pass a supplemental resolution to provide additional funds if the amount appropriated herein proves to be insufficient to cover said cost.

STATE OF ILLINOIS	)
	) SS
CITY OF ROCK ISLAND	)

I, _____, City Clerk in and for the City of Rock Island, hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the City Council at a meeting on _____, 20 ____.

IN TESTIMONY WHEREOF, I have hereunto set my hand this ____ day of _____, 20 ____.

City Clerk

EXHIBIT B
RESOLUTION

APPROVING PLANS AND SPECIFICATIONS AS PROPOSED BY THE STATE
OF ILLINOIS, DEPARTMENT OF TRANSPORTATION, FOR A JOINT CITY-STATE
RECONSTRUCTION PROJECT ON FAP ROUTE 595 (IL 5), STATE SECTION (18Z)RS-6, IN THE
CITY OF ROCK ISLAND, ROCK ISLAND COUNTY, ILLINOIS

WHEREAS be it hereby resolved by the City Council of the City of Rock Island that the plans
and specifications as proposed by the state of Illinois, Department of Transportation for the traffic
signal and sidewalk upgrades, and the milling and resurfacing of FAP Route 595 (IL 5), State
Section (18Z)RS-6, are hereby considered satisfactory and acceptable.

I, _____, City Clerk in and for the City of Rock Island, hereby
certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the City
Council at a meeting on _____, 20 ____.

IN TESTIMONY WHEREOF, I have hereunto set my hand this _____ day of
_____, A.D., 20 ____.

City Clerk

The CITY OF ROCK ISLAND certifies that:

1. The number shown on this form is the CITY'S correct taxpayer identification number (or the CITY is waiting for a number to be issued to them), and
2. The CITY is not subject to backup withholding because: (a) the CITY is exempt from backup withholding, or (b) the CITY has not been notified by the Internal Revenue Service (IRS) that the CITY is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that the CITY no longer subject to back-up withholding, and
3. The CITY'S person with signatory authority for this AGREEMENT is a U. S. person (including a U.S. resident alien)

Taxpayer Identification Number:

Social Security Number

Or

Employer Identification Number

(If you are an individual, enter your name and SSN as it appears on your Social Security Card. If completing this certification for a sole proprietorship, enter the owner's name followed by the name the name of the business and the owners SSN or EIN. For all other entities enter the name of the entity as used to apply for the entity EIN and the EIN.)

Legal Status

- | | |
|---|--|
| ☐ Individual | ☐ Government |
| ☐ Sole Proprietor | ☐ Nonresident Alien |
| ☐ Partnership/Legal Corporation | ☐ Estate or Trust |
| ☐ Tax-exempt | ☐ Pharmacy (Non Corp.) |
| ☐ Corporation providing or billing medical and/or health care services | ☐ Pharmacy/Funeral home /Cemetery |
| ☐ Corporation NOT providing or billing medical and/or health care services | ☐ Limited Liability Company (select applicable tax classification) |
| ☐ Other _____ | ☐ D= Disregarded entity |
| | ☐ C= Corporation |
| | ☐ P= Partnership |

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Public Works Department regarding the amended Motor Fuel Tax Resolution appropriating \$413,760 of Motor Fuel Tax funds for Street Maintenance in 2024.

Motion: Motion to adopt the amended Motor Fuel Tax Resolution.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

Attached is an amended Motor Fuel Tax resolution appropriating \$413,760.00 of Motor Fuel Tax funds for Street Maintenance in 2024.

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

It is recommended that the attached resolution be adopted.

Submitted by: Michelle Martin, Manager

Approved by:



Illinois Department of Transportation

Local Public Agency General Maintenance

[E-mail DISTRICT](#)[Reset Form](#)Submittal Type **Revised**

Maintenance Expenditure Statement

Estimate of Cost For

2**Municipality**

Maintenance Period

Local Public Agency

County

Section Number

Beginning

Ending

City of Rock Island**Rock Island****24-00000-00-GM****01/01/24****12/31/24**

Maintenance Items

Maintenance Operation	Maint Eng Category	LPA Labor	LPA Equipment Rental	Materials/Contracts (Non Bid)	Formal Contract (Bid Items)	Total Operation Cost	Operation Engineering Inspection Fee
Bulk Rock Salt	I			\$263,760.00		263,760	
Asphalt Mill and	IV				\$150,000.00	150,000	
Total Cost						413,760	

[Add](#)

Maintenance Engineering Cost Summary

Costs

Preliminary Engineering Fee

Engineering Inspection Fee

Material Testing Costs

Advertising Costs

Bridge Inspection Costs

Maintenance Engineering Total

Total Maintenance Program Costs

Contributions, Refunds, Paid with Other Funds

Total Motor Fuel Tax / Rebuild Illinois (RBI) Portion

Motor Fuel Tax Portion

Motor Fuel Tax Authorized

Surplus/Deficit

Rebuild Illinois Portion

Rebuild Illinois Authorized

Surplus/Deficit

The difference between, "Total Motor Fuel Tax / Rebuild Illinois (RBI) Portion," "Motor Fuel Tax Portion," and "Rebuild Illinois Portion" must equal zero (0).

Remarks

I hereby certify that the maintenance operations shown above were completed in accordance with Illinois State Statutes and ☒ Bureau of Local Roads Streets Manual, for the work during the maintenance period stated above, and that receipted bills are on file and available for review.

Maintenance Expenditure Statement

Submittal Type Revised

Local Public Agency	County	Section	Maintenance Period	
			Beginning	Ending
City of Rock Island	Rock Island	24-00000-00-GM	01/01/24	12/31/24

SUBMITTED

Local Public Agency Official Signature & Date

Title
Municipal Services Superintendent

County Engineer/Superintendent of Highways Signature & Date

APPROVED

Regional Engineer Signature & Date
Department of Transportation

IDOT Department Use Only

Received Location	Received Date	Additional Location?
		☐
WMFT Entry By	Entry Date	

NOTE: Form instructions should not be included when the form is submitted

This form is used by all Local Public Agencies (LPAs) to submit their maintenance program and also submit their maintenance expenditure statements. A resolution (BLR 14220) must be submitted and approved by the Illinois Department of Transportation (IDOT) prior to incurring any expenditures. For items required to be bid the estimate of cost must be submitted prior to submittal of required bidding documents. Authorizations will be made based on the resolution and/or the approved contract/acceptance/material quotations documents.

The maintenance expenditure statement must be submitted within 3 months of the end of the maintenance period. Maintenance resolutions and estimates submitted for future maintenance periods after that date will not be processed until the delinquent maintenance expenditure statement has been submitted. Only one form needs to be completed per maintenance period, combine all operations on one form.

For additional information refer to the Bureau of Local Roads Manual (BLRS), Chapter 14. For signature requirements refer to Chapter 2, section 3.05(b) of the BLRS Manual.

For items being completed for the estimate all materials, equipment, labor and contract amounts are considered estimates. For estimates where LPA equipment is completed, an Equipment Rental Schedule (BLR 12110) must also be submitted for approval. When completing the form for the Maintenance Expenditure all items must be actual amounts spent.

Maintenance — From the drop down choose which type of document is being submitted. Choose Estimate of Cost if an estimate is being submitted, choose Maintenance Expenditure Statement if a maintenance expenditure statement is being submitted

Submittal — Choose the type of submittal, if this is the first submittal choose original, if revising a previous submittal choose, revised. If adding to a previous submittal choose supplemental.

Estimate of Cost For — Select the type of LPA submitting this form from the drop down. Types to choose are County, Municipality, or Road District/Township.

Local Public Agency — Insert the name of the Local Public Agency.

County — Insert the County in which the Local Public Agency is located.

Maintenance Period

Beginning — Insert the beginning date of the maintenance period.

Ending — Insert the ending date of the maintenance period.

Section — Insert the section number assigned to this project. The letters at the end of the section number will always be a "GM".

Maintenance Operations — List each maintenance operation separately

Maintenance Eng. Category — From the drop down choose the maintenance engineering category as it applies to the operation listed to the left. The definitions of the categories can be found in the BLRS Manual Chapter 14, section 14-2.04

Maintenance Engineering Categories are:

Category I — Services purchased without a proposal such as electric energy or materials purchased from Central Management Services' Joint Purchasing Program or another joint purchasing program that has been approved by the District BLRS or CBLRS.

Category II-A — Maintenance items that are not included in Maintenance Engineering Category I or do not require competitive sealed bids according to Section 12-1.02(a) or a local ordinance/resolution.

Category II-B — Routine maintenance items that require competitive sealed bids according to Section 12-1.02(a) or a local ordinance/resolution. Routine maintenance includes all items in the following work categories: snow removal, street sweeping, lighting and traffic signal maintenance, cleaning ditches or drainage structures, tree trimming or removal, mowing, crack sealing, pavement marking, shoulder maintenance limited amounts of concrete curb and gutter repair, scour mitigation, pavement patching, and minor drainage repairs.

Category III — Maintenance items that are not covered by Maintenance Engineering Category I or Category II-B and require competitive bidding with a material proposal, a deliver and install proposal or material quotation.

Category IV — Maintenance items that are not covered by Maintenance Engineering Category I or Category II-B and require competitive bidding with a formal contract proposal.

The instructions listed below only apply to the maintenance estimate of cost. For LPA's using Local Public Agency Labor and/or Local Public Agency Equipment Rental, the estimated amounts are only listed on those specific lines and are not to be included with each operation on the estimate of cost.
Insp Req — From the drop down choose No or Yes as it applies to the maintenance operation listed to the left. Items requiring no engineering inspection should be no.

Advertising Costs — Insert the amount of funds estimated to be expended on advertising costs, if applicable.

Bridge Inspection Costs — Insert the amount of funds estimated to be expended on bridge inspection costs, if applicable.

Total Maintenance Engineering — This is a calculated field, no entry is necessary. This is the sum of all maintenance engineering costs listed above.

Totals — This is a calculated field. It is the total of the estimated maintenance cost plus the estimated maintenance engineering cost.

These instructions apply to the Maintenance Expenditure Statement.

Maintenance Operation — Type in the name of the maintenance operation for which the amounts to the right will be completed. For a form that was completed as an Estimate of Cost and is now being changed to a Maintenance Expenditure Statement, this field will be completed from the estimate.

Maint Eng Category — From the drop down select the Maintenance Engineering Category that applies to the operation listed to the left.

LPA Labor — For the operation listed to the left insert the amount expended for LPA labor, if applicable.

LPA Equipment Rental — For the operation listed to the left insert the amount expended on LPA equipment rental if applicable.

Materials/Contracts (Non-Bid) — For the operation listed to the left insert the amount expended for materials and/or contracts that was not required to be bid, if applicable.

Materials/Deliver & Install/Material Quotations (Bid Items) — Insert the total amount expended on Materials Proposals, Deliver and Install proposals, Materials Quotations (Bid Items). This will be for items that were required to be bid.

Formal Contract — For the operation listed to the left insert the amount expended for items bid using the formal contract process, if applicable.

Total Operation Cost — This is a calculated field, it will sum the amounts expended for the operation listed to the left.

Operation Engineering Inspection Fee — For the operation listed to the left insert the amount of engineering inspection charged for this operation, if applicable.

Total Maintenance — This is a calculated field, no entry necessary. It is the sum of all maintenance operations.

Maintenance Engineering Cost Summary Preliminary Engineering Fee — Insert the dollar amount of funds spent on preliminary engineering for this maintenance section.

Engineering Inspection Fee — Insert the amount of funds expended for Engineering Inspection, if applicable.

Material Testing Costs — Insert the dollar amount of funds spent on material testing costs, if applicable.

Advertising Costs — Insert the dollar amount of funds spent on advertising costs, if applicable.

Instructions for BLR 14222 - Page 4 of 4

Contributions, Refunds, Paid with Other Funds — Enter the dollar amount of contributions, refunds or amounts paid with other funds for this maintenance section, if applicable, for both maintenance and maintenance engineering.

Total Motor Fuel Tax/Rebuild Illinois Portion — These are calculated fields, no entry is necessary. This is the sum of the total cost minus the amount paid with local funds.

Motor Fuel Tax Portion — Insert the amount of the total cost that was paid for with Motor Fuel Tax funds for Maintenance and Maint. Engineering, as applicable.

Motor Fuel Tax Funds Authorized — Insert the net amount of Motor Fuel Tax Funds authorized for each type.

Motor Fuel Tax Surplus/Deficit — These are calculated fields, no entry is necessary. This is the sum of the Total Motor Fuel Tax funds expended minus the amount of Motor Fuel Tax funds authorized. A positive number will result in a credit to the unobligated fund of the Motor Fuel Tax fund. A negative number means more funds were spent than authorized. If the negative number has a resolution to cover the overage, the item(s) that resulted in the overage have been approved by IDOT, and are covered in the overrun policy, this amount will be authorized. If these conditions are not met you must contact your District office for guidance.

Rebuild Illinois Portion — Insert the amount of the total cost that was paid for with Rebuild Illinois funds for Maintenance and Maint. Engineering, as applicable.

Rebuild Illinois Funds Authorized — Insert the net amount of Rebuild Illinois Funds authorized for each type.

Rebuild Illinois Surplus/Deficit — These are calculated fields, no entry is necessary. This is the sum of the Total Rebuild Illinois funds expended minus the amount of Rebuild Illinois funds authorized. A positive number will result in a credit to the unobligated fund of the Motor Fuel Tax fund. A negative number means more funds were spent than authorized. If the negative number has a resolution to cover the overage, the item(s) that resulted in the overage have been approved by IDOT, and are covered in the overrun policy, this amount will be authorized. If these conditions are not met you must contact your District office for guidance.

Difference — No entry necessary, this field is automatically calculated. It is the difference between Total Motor Fuel Tax/Rebuild Illinois Portion for Maintenance and Maint. Engineering. The fields must equal zero; if not, review the amounts inserted under Motor Fuel Tax and Rebuild Illinois need to be corrected.

Remarks — Enter remarks as applicable covering the items entered.

Certification — Upon submittal of this form as the maintenance expenditure statement the LPA official shall check this box as certification.

End of instructions for Maintenance Expenditure Statement

Submitted

Local Public Agency Official — The proper official shall sign, insert their title and date here. For Estimates of Cost covering a Township/Road District the road commissioner shall sign and date as Local Public Agency Official. For Municipalities the municipal official shall sign and date here.

County Engineer/Superintendent of Highways — For County project and/or Township/Road District projects the county engineer/superintendent of highways shall sign here.

Approved — Upon approval the Regional Engineer shall sign and date here. This approval is subject to change based upon a documentation review by the Department.

When submitting the form via USPS mail, submit a minimum of three (3) signed original must be submitted to the Regional Engineer's District office. This form may be submitted electronically with electronic signatures.

Following the Regional Engineer's approval, distribution will be as follows:

Local Public Agency Clerk

Engineer (Consultant or County Engineer)

District File

IDOT Department Use Only — The Following fields are for IDOT use only.

Completed 10/30/24

BLR 14222 (Rev. 05/26/23)

Memorandum

To: Rock Island City Council
From:
Subject: Minutes from the October 28, 2024 Study Session and City Council meeting.
Date: November 11, 2024



Introduction and Background Information:

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

Submitted by: Samantha Gange, City Clerk

Approved by:

**CITY OF ROCK ISLAND
CITY COUNCIL MEETING**

County Office Building, County Chambers, 3rd Floor,
1504 Third Avenue, Rock Island, IL

10/28/2024 - Minutes

1. Call to Order

Mayor Thoms called the meeting to order at 6:45 p.m. and welcomed everyone.

2. Roll Call

Mayor Thoms asked City Clerk Samantha Gange to call the roll.

Present: Alderpersons Moses Robinson, Randy Hurt, Kevin Maynard, Jenni Swanson, Dylan Parker, Mark Poulos, Bill Healy and Mayor Mike Thoms.

Absent: None.

Staff: City Manager Todd Thompson, Attorney Leslie Day, City Clerk Samantha Gange, and other City Staff.

3. Pledge of Allegiance

Mayor Thoms led in the reciting of the Pledge of Allegiance.

4. Moment of Silence

Mayor Thoms requested a moment of silence. A moment of silence was observed.

5. Public Comment

Judy Elliott explained she is representing 13 of her neighbors, and they are all in opposition to the City selling Realtor Park to the Baptist Church. She said she was surprised to receive a letter in the mail notifying her of the sale and nobody came to her door or any of the other neighbors' doors asking if they were interested in acquiring the park.

Chad Jacobs thanked City Council members for their support of the "Fill the Boot" campaign to raise funds for Muscular Dystrophy. He said they raised \$9,000 with a total of \$12,000 raised for the cause.

Mike Purvis said he was also representing neighbors that are opposed to Realtor Park being sold to the church. He expressed several concerns, including safety concerns about possible increased traffic patterns in a school zone.

6. Awards and Honor Presentations, Officer Swearing in Ceremony, and Proclamations

- a. Presentation of the 2024 Labor Day Parade awards.

The Labor Day Parade Committee representatives and Mayor Thoms and Alderperson Mark Poulos presented the 2024 award winners. Trophies were given for each category and photos were taken.

A special award was presented to Rock Island Milan School Band Director Pete Carlin for his support and

facilitation of getting the University of Illinois Fighting Illini Band to the parade. A slideshow presentation was given featuring the band. A photo was taken.

- b. Proclamation declaring Monday, October 28, 2024, as Community Comfort Cart Rollout Day.

Aldersperson Hurt read the proclamation. Mayor Thoms read the declaration. Library Director Angela Campbell said a few words about the comfort carts and had one stocked and displayed for members to view. A photo was taken with library staff and Mayor Thoms.

7. Update Rock Island

Trick-or-Treating

City-wide trick-or-treating will take place this Thursday, October 31 st from 5 p.m. to 8 p.m. Please turn on porch and outdoor lights and make sure walkways are well lit and free of debris or tripping hazards.

First Ward Trunk-or-Treating

Families are invited to take part in Trunk-or-Treating, hosted by First Ward Alderman Moses Robinson on Thursday, October 31st from 5 p.m. to 7 p.m. along 9th Street in front of the MLK Center. This free and fun event offers a safe alternative for kids going door-to-door. Candy, hot dogs, chips and music will be provided. In case of rain, the event will be held inside the MLK Center.

Thanksgiving Meals

The Martin Luther King Center is hosting its 35th Annual Thanksgiving Meal giveaway on November 22nd, 23rd and 24th. Volunteers are needed to help with this year's event. To sign up and for more information please visit www.mlkcenter.org/events.

Holiday Gift Giveaway

Registration for the MLK Center 48th Annual Children's Holiday Gift giveaway opens online on November 1st, please visit www.mlkcenter.org/events for event details.

8. Ordinances (First Readings)

All items under the Ordinances (First Readings) will be enacted by a single motion and subsequent roll call vote. There will be no separate discussion of these items unless an Aldersperson requests it, in which case, the item will be moved and considered after approval.

- a. Report from the Community Development Department regarding the acquisition of a property at 1213 7th Avenue for \$824 (First Reading).

Motion:	Motion to approve the purchase; consider the ordinance; and authorize the City Manager to execute the documents.
RC	Roll Call vote is needed.

MOTION:

Aldersperson Robinson moved to approve the purchase; consider the ordinance; and authorize the City Manager to execute the documents; Aldersperson Parker seconded.

VOTE:

Motion PASSED on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay:

None. Absent: None.

- b. A report from Administration regarding an Ordinance repealing Chapter 15 Taxation, Article V. Motor Fuel Tax of the Rock Island Code of Ordinances in its entirety (First Reading).

Motion: Motion to consider the Ordinance.

RC Roll Call vote is needed.

MOTION:

Aldersperson Hurt moved to consider the ordinance and amend the ordinance to make an effective date of November 30, 2024; Aldersperson Maynard seconded.

VOTE:

Motion PASSED on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

9. Passage of Ordinances and Resolutions

All items under the Passage of Ordinances and Resolutions will be enacted by a single motion and subsequent roll call vote. There will be no separate discussion of these items unless an Aldersperson requests it, in which case, the item will be moved and considered after approval.

- a. An Ordinance regarding a franchise agreement between MidAmerican Energy and the City of Rock Island to provide natural gas service (Second Reading).
- b. An Ordinance regarding a franchise agreement between MidAmerican Energy and the City of Rock Island to provide electric service to Rock Island (Second Reading).

Motion: Motion to pass ordinances a and b and authorize the City Manager to execute the documents.

RC Roll Call vote is needed.

MOTION:

Aldersperson Robinson moved to pass ordinances a and b and authorize the City Manager to execute the documents; Aldersperson Healy seconded.

VOTE:

Motion PASSED on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

10. Consent Agenda

All items under the Consent Agenda are considered to be routine in nature and will be enacted by a single motion and subsequent roll call vote. There will be no separate discussion of these items unless an Aldersperson so requests, in which case, the item will be moved from the Consent Agenda and considered as the first item after approval of the Consent Agenda.

- a. Minutes from the October 14, 2024 Study Session and City Council Meeting.
- b. Minutes from the October 14, 2024 Closed Session.
- c. Claims for the week of August 30 through September 5, 2024, in the amount of \$426,642.78; for the week of September 6 through September 12, 2024, in the amount of \$1,722,238.58; and payroll for the weeks of August 5 through August 18, 2024, in the amount of \$1,902,687.30.
- d. International City/County Management Association (ICMA) claims for the weeks of August 24 through September 6, 2024, in the amount of \$35,227.64.
- e. Report from the Information Technology Department regarding a payment in the amount of \$42,380.31 to Tyler Technologies of Plano, TX for the ERP System quarterly Software as a Service (SaaS) fee using ARPA funds (unrestricted).
- f. Report from the Information Technology Department regarding the annual renewal of the Fleet and Fuel Software maintenance contract in the amount of \$13,683.36 to Assetworks LLC, Berwyn, PA.
- g. Report from the Police Department regarding the renewal of the dry cleaning services contract with Burke Cleaners for one year in the amount of \$11,766.15.
- h. Report from the Police Department regarding a one-year extension of the towing services contract with Quad City Towing, Inc.
- i. Report from the Police Department regarding the renewal of parts A, B, and C of the uniforms and equipment contract for one year with Ray O'Herron Company, Inc.
- j. Report from the Clerk's office regarding requests from Alderperson Moses Robinson to use sound amplification and to close 9th Street between 6th & 7th Avenues on Thursday, October 31, 2024 from 5:00 p.m. to 8:00 p.m. for the 1st Ward's annual Trunk or Treat event.

Motion:	Motion to approve Consent Agenda items a through j.
RC	Roll Call vote is needed.

MOTION:

Alderperson Maynard moved to approve Consent Agenda items a through j; Alderperson Robinson seconded.

VOTE:

Motion PASSED on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

11. Claims/Purchases

- a. Report from the Police Department regarding the purchase of a InVeris VR System for \$64,100 using \$40,000 in ARPA funds (restricted).

- b. Report from the Public Works Department to authorize a purchase in the amount of \$11,746.73 from APG-Neuros, Quebec, Canada, for aeration blower replacement filters for the Wastewater Treatment Plants.
- c. Report from the Public Works Department regarding payment in the amount of \$98,446 to the Quad Cities Arts, Rock Island, Illinois, for the Arts Alley murals.
- d. Report from the Public Works Department regarding a payment in the amount of \$13,942 to Bi-State Regional Commission for the Andalusia Road and Indian Bluff Road Corridor Study.
- e. Report from the Public Works Department regarding a payment in the amount of \$10,523.20 to the Illinois Department of Transportation for the resurfacing of IL 92 as part of the IDOT Local Agency Agreement.

Motion: Motion to approve Claims items a through e.
 RC Roll Call vote is needed.

MOTION:

Alderman Parker moved to approve claim items a through e; Alderman Swanson seconded.

Alderman Maynard recused himself from the vote due to the nature of his employment.

VOTE:

Motion PASSED on a 6-0-0 roll call vote. Aye: Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

- f. Report from the Public Works Department regarding payment in the amount of \$75,607.91 to Langman Construction, Rock Island, Illinois, for emergency storm sewer repairs at 25th Avenue and 15th Street in front of the RIHS parking lot.

Motion: Motion to approve the Claim.
 RC Roll Call vote is needed.

MOTION:

Alderman Poulos moved to approve the claim; Alderman Healy seconded.

Alderman Parker recused himself from the vote due to the nature of his employment.

VOTE:

Motion PASSED on a 6-0-0 roll call vote. Aye: Maynard, Swanson, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

12. Contracts/Agreements

- a. Report from the Public Works Department regarding an extension of the cellular lease agreement with Crown Castle for their monopoly at the Southwest Wastewater Treatment Plant.

Motion: Motion to approve the lease agreement extension and authorize the City Manager to execute the documents.

RC Roll Call vote is needed.

MOTION:

Aldersperson Hurt moved to approve the lease agreement extension and authorize the City Manager to execute the documents; Aldersperson Healy seconded.

VOTE:

Motion PASSED on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

- b. Report from the Community Development Department regarding a license agreement with the Quad City Botanical Center Foundation for the North Garden.

Motion: Motion to approve the agreement and authorize the City Manager to execute the documents.

RC Roll Call vote is needed.

MOTION:

Aldersperson Healy moved to approve the agreement and authorize the City Manager to execute the documents; Aldersperson Parker seconded.

VOTE:

Motion PASSED on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

- c. Report from the Economic Development Department regarding a consultant services agreement with TPMA for the creation of the Economic Development Strategic Plan.

Motion: Motion to approve a contract with TPMA, subject to minor attorney modifications, and authorize the City Manager to execute the document.

RC Roll Call vote is needed.

MOTION:

Aldersperson Parker moved to approve a contract with TPMA, subject to minor attorney modifications, and authorize the City Manager to execute the document; Aldersperson Poulos seconded.

Economic Development Director Flaherty explained that this contract will assist the City in developing a strategic plan, which will include business retention and attraction and entrepreneurial support. This firm

stood out to staff because of their expertise in a bi-state environment. The firm will use location quotient to assist the City with identifying and targeting specific industries to pursue.

Community Development Director Brainard said the plan will also assist with developing a vision to further the economic development interests of the community.

VOTE:

Motion PASSED on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

- d. Report from Administration and the Mental Health Committee regarding an agreement with the YWCA, Rock Island, IL for youth mental health services in the amount of \$70,000 (ARPA unrestricted).

Motion:	Motion to approve the agreement and authorize the City Manager to execute the documents.
RC	Roll Call vote is needed.

MOTION:

Aldersperson Hurt moved to approve the agreement and authorize the City Manager to execute the documents; Aldersperson Swanson seconded.

VOTE:

Motion PASSED on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

13. Budget/Finance Items

- a. Report from the Finance Department regarding a budget amendment to the General Fund (101) in the amount of \$34,575.00.

Motion:	Motion to approve the budget adjustment as recommended.
RC	Roll Call vote is needed.

14. Traffic Engineering Requests

- a. Report from the Traffic Engineering Committee regarding a request from Gurlen Kaurr, Hilltop Wine and Spirits, to place their parking lot at 1407 30th Street under city ordinance control. (First Reading)

Motion:	Motion to waive the fees; and consider, suspend the rules and pass the ordinance.
RC	Roll Call vote is needed.

MOTION:

Aldersperson Poulos moved to waive the fees; and consider, suspend the rules and pass the ordinance; Aldersperson Parker seconded.

Aldersperson Poulos said this has been an area with noise complaints. This ordinance will allow our police to patrol as it will be under a private parking lot ordinance, which allows the towing of vehicles that shouldn't be in the lot.

VOTE:

Motion on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

15. Appointments to Boards/Commissions/Committees

- a. Report from the Mayor's office regarding reappointments to the Housing Authority and Inspections Commission and appointments to the Police Community Relations Commission.

Motion:	Motion to approve the appointments and reappointments as recommended.
RC	Roll Call vote is needed.

MOTION:

Aldersperson Parker moved to approve the appointments and reappointment as recommended; Aldersperson Maynard seconded.

VOTE:

Motion PASSED on a 7-0-0 roll call vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

16. Other Business/New Business

Aldersperson Healy thanked the Public Works Department for a job well done. He said he had a constituent use See Click Fix to report a pothole, and it was fixed the next day.

Aldersperson Swanson commented on an event she recently attended for Visit Quad Cities and the wonderful job they did marketing Rock Island.

Mayor Thoms thanked Aldersperson Maynard for his dedication and service and presented him with a plaque. A photo was taken. Aldersperson Maynard said a few words.

17. Closed Session

- a. **5 ILCS 120/2 (c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the**

public body finds that an action is probable or imminent, in which case the basis for the finding must be recorded and entered into the minutes of the closed meeting.

5 ILCS 120/2 (c)(6) The setting of a price for the sale or lease of property owned by the public body.

Motion:	Motion to enter Closed Session for the exceptions cited.
VV	Voice vote is needed.

MOTION:

Aldersperson Poulos moved to enter closed session for the exceptions cited; Aldersperson Healy seconded.

VOTE:

Motion PASSED on a 7-0-0 voice vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

18. Adjourn

- a. Motion to Adjourn to November 11, 2024.

Motion:	Motion to adjourn.
VV	Voice vote is needed.

Upon entering back into the council meeting, Clerk Gange took the roll and all council members and Mayor were present.

MOTION:

Aldersperson Poulos moved to adjourn the meeting; Aldersperson Parker seconded.

VOTE:

Motion PASSED on a 7-0-0 voice vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

The meeting concluded at 8:15 p.m.

CITY OF ROCK ISLAND
CITY COUNCIL STUDY SESSION
County Office Building, County Chambers, 3rd Floor,
1504 Third Avenue, Rock Island, IL

10/28/2024 - Minutes

1. Call to Order

Mayor Thoms called the meeting to order at 6:00 p.m. and welcomed everyone.

2. Roll Call

Mayor Thoms asked City Clerk Samantha Gange to call the roll.

Present: Alderpersons Moses Robinson, Randy Hurt, Jenni Swanson, Dylan Parker, Mark Poulos, Bill Healy and Mayor Mike Thoms.

Alderman Kevin Maynard arrived at 6:03 p.m.

Absent: None.

Staff: City Manager Todd Thompson, Attorney Leslie Day, City Clerk Samantha Gange, and other City Staff.

3. Public Comment

Nobody was signed up to speak during public comment.

4. Presentations

a. Presentation of the CY2025 Capital Improvement Plan (CIP)

Finance Director Jessica Sager explained the CIP process and discussed the difference between the CIP Budget vs. the CIP Plan. She noted the CIP budget is an annual document, whereas the CIP plan is a five-year planning document. Ms. Sager discussed the department's requests and said there was a total of \$28.9 million requested in the CIP for 2025. The staff is recommending approval of just over \$25 million in CIP projects for 2025. She said that the projects in the plan include software equipment, vehicles and street and utilities projects.

Ms. Sager said staff worked hard to spread the available funding as far as possible whether a project was funded by the remaining ARPA dollars, general fund excess dollars, the CIP fund balance, Motor Fuel Tax funds or grant funds. She presented several pie charts that represented the expenditures by category, by fund and by department.

Next, Ms. Sager provided a more detailed overview of the proposed projects (see presentation).

Director Sager announced the 2025 budget work schedule that included a 2025 budget presentation on Monday, November 11, 2024, a Truth In Taxation Hearing on Monday, November 25, 2024 and the two readings of the budget ordinance on Monday, December 9 and Monday, December 16, 2024.

5. Adjourn

- a. Motion: Motion to adjourn.
VV Voice vote is needed.

MOTION:

Aldersperson Poulos moved to adjourn; Aldersperson Swanson seconded.

VOTE:

Motion PASSED on a 7-0-0 voice vote. Aye: Maynard, Swanson, Parker, Poulos, Healy, Robinson, Hurt. Nay: None. Absent: None.

The Study Session concluded at 6:11 p.m.

CITY OF ROCK ISLAND
CHART OF ACCOUNTS

September 13, 2024 through
September 19, 2024
TOTAL: \$598,298.80

FUNDS	FUND NAME	DEPT	DEPARTMENT NAME
101	General Fund	111	1st Ward
201	TIF #1 Downtown	112	2nd Ward
202	TIF #2 South 11th Street	113	3rd Ward
203	TIF #3 North 11th Street	114	4th Ward
204	TIF #4 Jumer's Casino Rock Island	115	5th Ward
205	TIF #5 Columbia Park	116	6th Ward
206	TIF #6 NE I280/Parkway	117	7th Ward
207	Community/Economic Development	118	Mayor
208	TIF #7 The Locks	119	Mayor & Council Administration
209	TIF #8 Watchtower	122	General Administration
210	Public Benefit	123	Legal Services
211	Martin Luther King Center	131	City Clerk
212	MLK Facility Improvement	155	Human Resources Administration
213	TIF #9 1st Street	156	Human Resources Services
221	Motor Fuel Tax	157	Insurance
222	Foreign Fire Insurance	211	Finance Administration
223	Riverboat Gaming	212	Customer Service
224	State Drug Prevention	213	Accounting Services
225	DUI Fine Law	214	Budget and Grants Management
226	Court Supervision	256	Information Technology
227	Crime Laboratory	311	Community/Economic Development Administration
241	US Dept of Justice Grant	312	Economic Development
242	Community Development Block Grant	313	Planning/Redevelopment
243	Federal Drug Prevention	314	Inspection
244	Neighborhood Stabilization ARRA	356	Martin Luther King Jr Community Center
245	Schwiebert Park Boat Dock	411	Police Administration
246	Ridgewood Business Park	412	Field Operations Bureau
247	Delacerda House Grant	413	Criminal Investigation Bureau
248	ARPA Fund	414	Administration/Technical Services Bureau
249	Downtown Infrastructure Pass Thru	415	Tactical Operations
251	Public Library	451	Fire Administration November 5, 2021 through
252	Volunteers of the RI Library	452	Fire Emergency Services
271	Honor Guard Contributions	453	Fire Protective Inspect
272	DARE	454	Ambulance
273	Police Contributions	611	Public Works Administration
274	Elderly Service Contributions	612	Motor Vehicle Parking System
275	RI Auxiliary Police	613	Water Meter Services
276	RI Labor Day Parade	615	Engineering
277	ESO Christmas Tour	616	Municipal Services
278	Adopt A School	617	Fleet Services
279	Fire Donations	618	Utilities Service
282	Lead Grant	619	Utilities Maintenance
301	Capital Improvements	711	Library Administration
302	Capital Improvements - Streets	712	Library Info Services
405	Debt Service	713	Library Circulation
501	Water Operation & Maintenance	714	Library Extension
502	Water Capital 2010A BAB'S	811	Park/Recreation Administration
506	Wastewater Operations & Maintenance	813	Recreation
507	Stormwater Utility	818	Whitewater Aquatic Center
508	Wastewater Capital 2010A BAB'S	819	Schwiebert Riverfront Park
510	Solid Waste	822	Parks
511	Centennial Bridge	834	Highland Golf Maintenance
541	Sunset Marina	835	Highland Clubhouse
555	Parks & Recreation	846	Golf Pro Shop
581	CDBG Loan Programs	854	Saukie Golf Maintenance
582	State Affordable Housing	855	Saukie Clubhouse
583	Community/Economic Development Loans	867	RIFAC
584	CIRLF Loan Fund	891	Donations P/R Admin
585	MPF Endowment Loans	892	Donations Parks
586	Brownfield Revolving Loan Fund	893	Donations Recreation Programs
595	Public Housing	894	Donations Golf Maintenance
601	Fleet Services	895	Donations Highland/Saukie Clubhouse
602	Fleet Amortization	896	Donations Golf Pro Shop
606	Engineering	897	Donations RIFAC
609	Hydroelectric Plant	898	Donations Longview Aquatic Center
621	Self-Insurance	899	Donations Riverfront Park
626	Employee Health Plan	910	Police Fire Commission
701	Fire Pension	920	Fire Pension
706	Police Pension	930	Police Pension
711	Cafeteria Plan	940	Cafeteria Plan
712	Loan Escrow		
831	GASB 34		
901	MLK Activity		
905	IL DCFS		
906	Dept of Human Services		
907	MLK Capital Contributions		
950	Public Library Foundation		

REPORT PARAMETERS

ORGANIZATION : 010
BANK : 1
PRINT BY : CHECK DATE
SORT OPTION : VENDOR NAME
PRINT DETAILS : Y
BEGINNING CHECK DATE : 09/19/24
ENDING CHECK DATE : 09/19/24
ORG NAME FOR EXTRACT FILE : APPP091924
FILE NAME : SAV\BANKCHECK_091924_151908

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BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	VENDOR NAME DESCRIPTION	INVOICE #	TYPE INV VEND	CHECK STATUS
1	179540	\$2021.00 2021.00	09/19/24 101-414223-52213-00000000	17984		0 ACME SPORTS INC 4-90041 GUNS		S	OUTSTANDING
1	49908	\$246.57 199.30 47.27	09/19/24 555-867564-52303-00000000 101-616601-52303-00000000	00046		0 ADEL WHOLESALERS INC supplies supplies		T	CLEARED
1	179541	\$12.24 12.24	09/19/24 601-617364-52305-00000000	09960		0 ADVANCED STORES COMPANY, INCORPORATED FLEET-2024-0002251		S	OUTSTANDING
1	179542	\$5075.00 4995.00 80.00	09/19/24 507-616322-53802-6515000 251-711401-53802-00000000	18124		1 ADVANTAGE WEED & FEED LLC Weed control Weed control		S	OUTSTANDING
1	179543	\$600.00 600.00	09/19/24 101-000000-42110-00000000	18953		0 ALTER METAL RECYCLING overpaid junk yard license		S	OUTSTANDING
1	179527	\$4000.00 4000.00	09/19/24 207-313811-53112-00000862	18946		0 ALTUSWORKS INC Historic Reoursces Survey		S	OUTSTANDING
1	179544	\$72.00 72.00	09/19/24 555-813501-53112-6127000	18595		0 ANDREA LOPREATO soccer ref		S	OUTSTANDING
1	179545	\$200.00 200.00	09/19/24 101-414223-51502-00000000	10991		0 ANDREW BERTELSEN FIRST LINE SUPERVISION ADVANCE		S	OUTSTANDING
1	49909	\$300.00 300.00	09/19/24 101-414223-51502-00000000	15151		0 ANDREW J LAWLER LEAD HOMICIDE INVESTIGATOR ADV		T	CLEARED
1	179546	\$120.00 120.00	09/19/24 501-619041-51404-00000000	18308		0 ANDREW PITTARD reimbursement boots		S	OUTSTANDING
1	179528	\$7076.00 7076.00	09/19/24 101-312801-55105-00000297	18948		0 ANDY HERSHBERGER CY24 PEP Program Reimbursemen		S	OUTSTANDING
1	179529	\$1800.00 150.00 150.00 1500.00	09/19/24 242-313851-55220-6215230 207-312851-53806-00000328 207-312851-53806-00000328	18831		0 ANTHONY C BRADLEY 2630 8 1/2 Avenue 931 23rd Avenue 2630 8 1/2 Avenue		S	OUTSTANDING
1	49910	\$1368.08 1037.50 58.64 154.00 72.12 13.68 27.36 1.38- 1.38 4.78	09/19/24 601-617364-52305-00000000 601-617364-52302-00000000 601-617364-52302-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52302-00000000 601-617364-52302-00000000 601-617364-52302-00000000	15725		0 ARNOLD MOTOR SUPPLY LLP FLEET-2024-0002173 FLEET-2024-0002195 FLEET-2024-0002239 Parts/shop supplies Plugs for shop supplies Plugs for shop supplies Paint supplies (credit) Mix cups/paint supplies ret Paint supplies/mix cups		T	CLEARED

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1	179547	\$4059.60 738.10 3321.50	09/19/24 601-617364-53822-00000000 601-617364-54206-00000000	18553		1 ASSETWORKS INC AssetWorks software mtc FleetFocus License (50)		S	OUTSTANDING
1	179548	\$56.41 56.41	09/19/24 101-414226-53207-00000000	00010		1 AT & T CORP AUG BILLING		S	OUTSTANDING
1	49911	\$2773.34 292.55 1774.65 124.69 107.12 474.33	09/19/24 101-617111-53702-00000000 101-617120-53702-00000000 501-618352-53702-00000000 501-618352-53702-00000000 506-618341-53702-00000000	17608		1 ATHENA ENERGY SERVICES HOLDINGS LLC City Hall gas utilities PD gas utilities WTP gas utilities WTP-2 gas utilities WWTP gas utilities		T	CLEARED
1	179549	\$135.00 90.00 45.00	09/19/24 555-813501-53112-62690000 555-867565-53112-00000000	18947		0 AUSTIN BORN flag football ump LEAD: basketball		S	OUTSTANDING
1	179550	\$147.24 147.24	09/19/24 601-617364-52305-00000000	00109		0 AUTOZONE STORES LLC FLEET-2024-0002178		S	OUTSTANDING
1	49912	\$960.00 850.00 25.00 25.00 60.00	09/19/24 207-312851-53806-0000328 555-822601-53801-00000000 555-813511-53801-00000000 555-813511-53801-00000000	18067		0 BCRGEHN INC 1716 6th Street chalet bug spray hauberg bug spray carriage house bug spray		T	CLEARED
1	49913	\$4000.00 1500.00 2500.00	09/19/24 101-616301-53902-00000000 501-619356-53902-00000000	14122		0 BI-STATE BARRICADE AND FLAGGING, INC Traffic control/red,white,boom 4227 11 ST/lane closures		T	CLEARED
1	49914	\$4317.84 4317.84	09/19/24 251-711401-53804-00000000	15917		1 BIBLIOTHECA, LLC RIP ANNUAL S/C 2 SELFCHCKS		T	CLEARED
1	179551	\$1036.92 1036.92	09/19/24 251-713451-54305-0000330	02537		2 BLACKSTONE AUDIO INC RIP AV		S	OUTSTANDING
1	49915	\$20595.81 6707.51 13888.30	09/19/24 601-617364-52203-00000000 601-617364-52203-00000000	00297		0 BLICK & BLICK OIL INC 2503 Gals Diesel 5503 Gals Gasohol		T	CLEARED
1	49916	\$17447.57 17447.57	09/19/24 701-000000-10121-00000000	18099		0 BMO HARRIS - FIRE PENSION PAYROLL FOR - 092024		T	CLEARED
1	49917	\$22820.93 22820.93	09/19/24 706-000000-10121-00000000	18100		0 BMO HARRIS - POLICE PENSION PAYROLL FOR - 092024		T	CLEARED
1	179552	\$120.00 120.00	09/19/24 101-616041-51404-00000000	15959		0 BRANDON JACOBS Reimburse-boots		S	OUTSTANDING

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1	179553	\$285.00 285.00	09/19/24 555-835753-52503-00000000	15731		0 BREAKTHRU BEVERAGE ILLINOIS, LLC highland alcohol		S	OUTSTANDING
1	179554	\$300.00 300.00	09/19/24 555-822601-52212-52880000	05754		0 BREEDLOVE'S SPORTING GOODS douglas field paint		S	OUTSTANDING
1	179555	\$7788.50 7788.50	09/19/24 501-618352-52217-00000000	10250		0 BRENNTAG MID-SOUTH INC. Chlorine		S	OUTSTANDING
1	49918	\$239.94 239.94	09/19/24 555-867561-52212-00000000	01829		1 BSN SPORTS LLC rifac basketball		T	CLEARED
1	49919	\$32.95 32.95	09/19/24 251-712421-54305-00000000	01602		0 BTAC ACQUISITION CORP RIP REFERENCE		T	CLEARED
1	179556	\$1250.00 1250.00	09/19/24 101-617375-53804-00000000	17489		0 CDL ELECTRIC CO INC August 24/RR maintenance		S	OUTSTANDING
1	179557	\$1800.00 1800.00	09/19/24 101-616301-52306-00000000	01309		1 CITY OF DAVENPORT emulision		S	OUTSTANDING
1	49920	\$368.79 368.79	09/19/24 601-617364-53804-00000000	03309		0 COE EQUIPMENT INC FLEET-2024-0002214		T	CLEARED
1	179558	\$7186.25 7186.25	09/19/24 506-618341-53804-00000000	17950		0 CONCENTRIC INTEGRATION LLC Bldg 50 HMI & Server		S	OUTSTANDING
1	179559	\$755.00 755.00	09/19/24 501-619356-53806-00000000	00451		0 COOPMAN TRUCKING EXCAVATING 2639 27 ST/spread dirt		S	OUTSTANDING
1	49921	\$4096.30 2975.00 1121.30	09/19/24 101-617119-53801-65110000 501-619356-53801-00000000	00468		0 CRAWFORD HEATING & COOLING INC rpz repair hvac		T	CLEARED
1	49922	\$46384.26 46384.26	09/19/24 626-157141-53602-00000000	14239		0 CVS PHARMACY INC CVS 09/08/24 to 09/15/24		T	CLEARED
1	179560	\$89.90 89.90	09/19/24 555-867565-53112-00000000	08398		0 DANIEL P BAKER rifac racquetball tourn		S	OUTSTANDING
1	49923	\$4567.50 595.50 3972.00	09/19/24 101-617371-53804-00000000 101-451291-53801-00000000	00514		0 DAVENPORT ELECTRIC CONTRACT COMPANY 11 ST/31AV traffic signal Conduit Rework CH		T	CLEARED
1	179561	\$342.00 342.00	09/19/24 501-618352-53804-00000000	18175		0 DE NORA HOLDINGS US INC 4800012		S	OUTSTANDING
1	49924	\$455.00 455.00	09/19/24 101-616614-53801-00000000	01261		0 DOORS INC install		T	CLEARED

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1	179562	\$2849.00 2849.00	09/19/24 555-819615-53112-6139000	18226		0 DSS RS COMPANIES LLC RWB security		S	OUTSTANDING
1	179563	\$27.00 27.00	09/19/24 251-000000-44187-5646000	12846		0 EAST MOLINE PUBLIC LIBRARY REIMB EMP DMG ITEM		S	OUTSTANDING
1	49925	\$267.00 267.00	09/19/24 601-617364-53804-0000000	07653		0 EASTERN IOWA TIRE FLEET-2024-0002243		T	CLEARED
1	179564	\$6187.50 6187.50	09/19/24 541-617041-53112-0000297	18434		0 EDGEWATER RESOURCES LLC Engineer/Design		S	OUTSTANDING
1	49926	\$221.48 110.74 110.74	09/19/24 601-617364-52305-0000000 601-617364-52305-0000000	00602		0 ELLIOTT EQUIPMENT CO FLEET-2024-0002183 FLEET-2024-0002182		T	CLEARED
1	49927	\$26815.49 2254.00 15731.51 450.80 796.66 2034.41 1267.98 450.80 500.54 1525.59 1352.40 450.80	09/19/24 101-314881-53905-0000000 101-412206-53905-0000000 101-414222-53905-0000000 101-452271-53905-0000000 101-616301-53905-0000000 101-617371-53905-0000000 242-313851-53905-6197244 251-711401-53905-0000000 501-619356-53905-0000000 555-813501-53905-0000000 555-822621-53905-0000000	17917		0 ENTERPRISE FM TRUST Enterprise Lease Enterprise Lease Enterprise Lease Enterprise Lease Enterprise Lease Enterprise Lease Enterprise Lease Enterprise Lease Enterprise Lease Enterprise Lease Enterprise Lease		T	CLEARED
1	179565	\$274.30 274.30	09/19/24 555-835753-52503-0000000	09929		0 EUCLID BEVERAGE OF GALESBURG highland beer		S	OUTSTANDING
1	49928	\$235.60 235.60	09/19/24 601-617364-52305-0000000	02528		1 FASTENAL COMPANY Fasteners		T	CLEARED
1	49929	\$9100.00 9100.00	09/19/24 555-822601-53822-0000000	14850		0 FINER FINISH GROUNDS CARE LLC parks mowing contract		T	CLEARED
1	49930	\$157.84 157.84	09/19/24 051-000000-21403-0000000	17262		0 FIRE UNION SUPPORT FUND PAYROLL FOR - 092024		T	CLEARED
1	49931	\$171.11 171.11	09/19/24 601-617364-52305-0000000	00034		0 FOSTER COACH SALES INC FLEET-2024-0002227		T	CLEARED
1	49932	\$428.00 428.00	09/19/24 555-835753-52503-0000000	17985		0 G & M DISTRIBUTORS INC highland beer		T	CLEARED
1	49933	\$15659.51 15659.51	09/19/24 051-000000-21403-0000000	05125		0 GAS & ELECTRIC CREDIT UNION PAYROLL FOR - 092024		T	CLEARED

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1	49934	\$395.00 395.00	09/19/24 251-711041-53204-00000000	15118		0 GENESEO COMMUNICATIONS INC BROADBAND SERV SEP 2024		T	CLEARED
1	49935	\$19848.33 14886.25 4962.08	09/19/24 626-157141-53112-05200000 621-157131-53602-05200000	15343		0 GENESIS HEALTH SYSTEM 75 EE 25 WC		T	CLEARED
1	179566	\$360.00 360.00	09/19/24 101-155102-53105-00000000	13986		0 GENESIS HEALTH SYSTEM Miller, Katie physical		S	OUTSTANDING
1	179567	\$386.43 386.43	09/19/24 626-157141-53112-05200000	15891		0 GENVENTURES Genesis Pharmacy August		S	OUTSTANDING
1	179568	\$180.10 180.10	09/19/24 601-617364-52305-00000000	00199		0 GIBSON LTD FLEET-2024-0002233		S	OUTSTANDING
1	49936	\$494.44 310.52 110.58 17.24 56.10	09/19/24 555-867562-52301-00000000 555-867564-52206-00000000 606-615091-52305-00000000 501-618121-52305-00000000	00365		0 GRAINGER reversibl drainage mat soap/loation disp manhole cover bar steel cmpct axial fan fltr/grd asmb1		T	CLEARED
1	179569	\$12.95 12.95	09/19/24 251-000000-44187-56460000	18927		0 GRAVES-HUME PUBLIC LIBRARY REIMB GHPL LOST ITEM		S	OUTSTANDING
1	49937	\$1900.97 1499.43 401.54	09/19/24 501-619356-52306-00000000 507-619348-52306-00000000	15606		0 HAHN READY MIX 9 ST 42 AVE 1712 88 AV W		T	CLEARED
1	49938	\$301.69 219.70 81.99	09/19/24 501-613358-52303-00000000 501-618121-52205-00000000	04970		0 HD SUPPLY FACILITIES MAINTENANCE service box extensions hm		T	CLEARED
1	179570	\$262.97 262.97	09/19/24 555-835753-52501-00000000	02905		0 HIGHLAND PACKING CO INC highland food		S	OUTSTANDING
1	179571	\$8750.00 8750.00	09/19/24 101-122041-53112-00000000	18763		0 HIGHSTAKES 35 LLC Prof Services for September		S	OUTSTANDING
1	179572	\$69.00 69.00	09/19/24 501-619041-53801-00000000	02308		0 IA IL TERMITE & PEST CTL INC pest control quarterly		S	OUTSTANDING
1	179530	\$1809.00 1809.00	09/19/24 051-000000-21403-00000000	01839		0 ILLINOIS FOP LABOR COUNCIL PAYROLL FOR - 092024		S	OUTSTANDING
1	179573	\$84.75 84.75	09/19/24 101-414223-53112-62530000	00184		0 ILLINOIS STATE POLICE AUG BILLING		S	OUTSTANDING
1	179574	\$25.00	09/19/24	15668		0 INDUSTRIAL ORGANIZATIONAL SOLUTIONS INC		S	OUTSTANDING

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		25.00	101-910041-53105-00000000			NCJOSI 2 EXAM FORM 2			
1	179575	\$196.92 196.92	09/19/24 101-155102-53112-00000000	10783		0 INQUIREHIRE INC Inquirehire End Aug Start Sep		S	OUTSTANDING
1	49939	\$2142.72 152.28 1990.44	09/19/24 601-617364-52305-00000000 601-617364-53804-00000000	00201		0 INTERSTATE POWER SYSTEMS INC FLEET-2024-0002209 FLEET-2024-0002230		T	CLEARED
1	49940	\$321.27 321.27	09/19/24 101-256081-52406-00000000	16057		1 ITSAVVY LLC WEBCAMS		T	CLEARED
1	49941	\$450.00 450.00	09/19/24 555-835753-53112-00000000	14433		0 JEFFREY LEE LARUE highland golf teacher		T	CLEARED
1	179576	\$2102.86 2102.86	09/19/24 501-618352-52301-00000000	16663		1 JOHNSON CONTROLS SECURITY SOLUTIONS LP Fire alarm service agreement		S	OUTSTANDING
1	179531	\$2000.00 2000.00	09/19/24 207-312801-55109-00000000	18286		0 JUDY M HOFER CY23-CY24 Tax Rebate		S	OUTSTANDING
1	49942	\$1216.50 580.70 580.70 55.10	09/19/24 501-618121-52217-00000000 501-618352-52217-00000000 501-618352-53902-00000000	00488		0 K & S H2O INC solar salt solar salt di rental/ Sept 2024		T	CLEARED
1	179577	\$2500.00 2500.00	09/19/24 251-712421-53823-00000000	16972		1 KANOPY INC RIPL KANOPY ANNUAL		S	OUTSTANDING
1	179578	\$36.00 36.00	09/19/24 555-813501-53112-6127000	18655		0 KARINA CASTANEDA soccer ref		S	OUTSTANDING
1	179579	\$65.00 65.00	09/19/24 101-451295-53822-00000000	15672		0 KENNEYS PEST CONTROL INC St 4 Pest Control		S	OUTSTANDING
1	179532	\$250.00 250.00	09/19/24 101-314881-51404-00000000	18579		0 KEVIN KLUCK CY24 Boot Reimbursement		S	OUTSTANDING
1	49943	\$58.92 58.92	09/19/24 601-617364-52305-00000000	15433		1 KIMBALL MIDWEST Discs		T	CLEARED
1	49944	\$624.13 624.13	09/19/24 251-711401-53822-00000000	02914		1 KONE INC RIP ELEVATOR MAINT SEP 24		T	CLEARED
1	49945	\$9499.70 9499.70	09/19/24 506-618341-53804-00000000	16049		1 KRAFT POWER CORPORATION rebuild cyl head		T	CLEARED
1	49946	\$17360.00 17360.00	09/19/24 101-314881-53822-6224000	07348		0 KYMBYL KOMplete KARE INC August 2024 Invoice		T	CLEARED

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1	179580	\$104.25 104.25	09/19/24 555-834751-52207-0000000	18844		0 LASER TECH USA INC highland can liners		S	OUTSTANDING
1	179533	\$169.43 169.43	09/19/24 051-000000-21403-0000000	15243		0 LEGAL SHIELD PAYROLL FOR - 092024		S	OUTSTANDING
1	49947	\$1742.40 1742.40	09/19/24 506-618341-53801-0000000	00434		0 LOGAN CONTRACTORS SUPPLY INC 221.3405 il approved 55#		T	CLEARED
1	49948	\$2290.00 2290.00	09/19/24 276-811041-53903-0000000	12959		0 M & M GOLF CARS LLC labor day parade golf carts		T	CLEARED
1	49949	\$732.09 397.08 335.01	09/19/24 601-617364-52305-0000000 601-617364-52305-0000000	17388		0 MACQUEEN EQUIPMENT LLC FLEET-2024-0002197 FLEET-2024-0002197		T	CLEARED
1	179581	\$271.26 121.18 150.08	09/19/24 501-000000-44170-0000000 506-000000-44150-0000000	18951		0 MANYEMA FREDERICK water charges refund waste water charges refund		S	OUTSTANDING
1	49950	\$923.49 138.00 785.49	09/19/24 601-617364-53804-0000000 601-617364-52305-0000000	18840		0 MAUPIN ENTERPRISES LLC FLEET-2024-0002216 FLEET-2024-0002216		T	CLEARED
1	179582	\$72.00 72.00	09/19/24 555-813501-53112-6127000	18594		0 MEGHANNE FREEHILL soccer ref		S	OUTSTANDING
1	49951	\$113.09 113.09	09/19/24 101-616601-52302-0000000	00528		0 MENARD INC control spray/1"x4x8 extruded		T	CLEARED
1	179534	\$225.00 225.00	09/19/24 207-312851-53806-0000328	03219		0 MERIDIAN TITLE CO 1503 29 1/2 Street		S	OUTSTANDING
1	179583	\$1849.15 1740.64 108.51	09/19/24 601-617364-52305-0000000 601-617364-52305-0000000	00816		1 MHC KENWORTH-QUAD CITIES Crankcase elements/kits Gasket/hex flange screws		S	OUTSTANDING
1	179535	\$11984.21 11984.21	09/19/24 101-312801-55105-0000297	18863		0 MICHAEL VONDRAN CY24 PEP Payment		S	OUTSTANDING
1	49952	\$28702.57 21.23 31.71 85.17 1976.93 233.70 70.16 20.83 58.37 155.50	09/19/24 101-312801-53703-0000000 101-312801-53703-0000000 251-711401-53702-0000000 251-711401-53703-0000000 251-714403-53703-0000000 501-618352-53703-0000000 506-618341-53702-0000000 506-618341-53703-0000000 101-612381-53703-0000000	00560		0 MIDAMERICAN ENERGY CO 557173057 - 4710 12th St Sign 557330195 - 2300 3rd Ave Sign RIP GAS BILL SEP 24 RIP ELEC BILL SEP 24 RIS ELEC BILL SEP 24 RW Road Water Tower Dechlorination Bldg Dechlorination Bldg elec 17 St PK Lot lighting		T	CLEARED

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		21.25	506-618341-53702-00000000			Chlorination Bldg			
		63.19	506-618341-53703-00000000			Chlorination Bldg elec			
		16206.16	101-617372-53703-00000000			8/24 Street Light charges			
		100.00	555-811041-53703-00000000			admin elec			
		9658.37	555-867564-53703-00000000			rifac elec			
1	179536	\$17728.00 17728.00	09/19/24 242-313851-55220-6215230	13715		0 MIDWEST COMPLETE CONSTRUCTION, LLC. L&M. VanDeVeire 525 22nd Avenu		S	OUTSTANDING
1	49953	\$10.00 10.00	09/19/24 601-617364-52305-00000000	00574		0 MIDWEST WHEEL COMPANIES INC FLEET-2024-0002208		T	CLEARED
1	179584	\$1996.00 1996.00	09/19/24 101-616301-52402-00000000	17311		0 MIDWEST WIRELESS LLC mobile radio		S	OUTSTANDING
1	49954	\$682.90 134.64 339.70 208.56	09/19/24 507-619348-52306-00000000 506-619346-52306-00000000 507-619348-52306-00000000	14928		0 MILL CREEK MINING INC ca 7 ca 6 ca 7		T	CLEARED
1	179585	\$4839.63 4656.03 183.60	09/19/24 506-618341-53704-00000000 501-618121-53704-00000000	01781		0 MILLENNIUM WASTE INC August 2024 landfill charges August 2024 landfill charges		S	OUTSTANDING
1	179586	\$6842.82 452.45 3678.18 2051.19 661.00	09/19/24 555-867564-53801-00000000 101-617120-53801-00000000 555-867564-53801-00000000 555-867564-53801-00000000	18428		0 MODERN PIPING INC hot water line leaking on boil RTU#4 circuit A is flat remove/install air dryer AHU #2 not working		S	OUTSTANDING
1	179587	\$1250.00 1250.00	09/19/24 555-813501-53110-6524000	01370		0 MORRIS & COMPANY ENTERTAINMENT face painter, caric, bounce		S	OUTSTANDING
1	49955	\$973.19 110.96 99.76 397.60 42.00 24.99 47.98 180.00 69.90	09/19/24 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52206-00000000 601-617364-52204-00000000	15816		0 MOTOR PARTS AND EQUIPMENT CORPORATION FLEET-2024-0002179 FLEET-2024-0002203 FLEET-2024-0002199 FLEET-2024-0002202 FLEET-2024-0002206 FLEET-2024-0002207 FLEET-2024-0002237 FLEET-2024-0002237		T	CLEARED
1	49956	\$128.96 71.96 57.00	09/19/24 601-617364-52305-00000000 601-617364-52305-00000000	00669		0 MUTUAL WHEEL COMPANY INC FLEET-2024-0002184 FLEET-2024-0002255		T	CLEARED
1	49957	\$22.64 34.82 22.64	09/19/24 601-617364-52305-00000000 601-617364-52305-00000000	04242		0 OREILLY AUTOMOTIVE STORES INC Door release for #582 Thermostat for #8924		T	CLEARED

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		34.82-	601-617364-52305-0000000			Credit/returned door release			
1	49958	\$1968.50	09/19/24	12871		0 OVERDRIVE INC		T	CLEARED
		1143.79	251-712421-53823-0000000			OVERDRIVE E-CONTENT			
		460.47	251-712421-53823-0000000			OVERDRIVE E-CONTENT			
		119.99	251-712421-53823-0000000			OVERDRIVE E-CONTENT			
		217.61	251-712421-53823-0000000			OVERDRIVE E-CONTENT			
		26.64	251-712421-53823-0000000			OVERDRIVE E-CONTENT			
1	49959	\$1845.30	09/19/24	18086		1 PACE ANALYTICAL SERVICES LLC		T	CLEARED
		218.20	501-618121-53112-0000000			disinfectant/byproducts			
		1627.10	501-618352-53112-0000000			lab testing			
1	49960	\$319.73	09/19/24	18027		0 PARTS AUTHORITY LLC		T	CLEARED
		112.42	601-617364-52305-0000000			FLEET-2024-0002187			
		115.88	601-617364-52305-0000000			FLEET-2024-0002187			
		36.73	601-617364-52305-0000000			FLEET-2024-0002187			
		54.70	601-617364-52305-0000000			FLEET-2024-0002187			
1	179537	\$2500.00	09/19/24	07817		0 PECKHAM GUYTON ALBERS & VIETS INC.		S	OUTSTANDING
		2500.00	101-313851-53112-0000297			Strategic Housing Plan 083124			
1	179588	\$779.86	09/19/24	01067		1 PERFORMANCE FOOD GROUP TPC		S	OUTSTANDING
		239.07	555-813501-52501-5288000			douglas food			
		540.79	555-819615-52501-6295000			thurs groove food			
1	179589	\$150.00	09/19/24	08880		0 PETERSEN PLUMBING & HEATING		S	OUTSTANDING
		150.00	555-813511-53801-0000000			hauberg repair			
1	49961	\$968.06	09/19/24	04257		0 PHELPS UNIFORM SPECIALISTS INC		T	CLEARED
		21.95	101-616601-53901-0000000			uniforms			
		24.53	101-616601-53901-0000000			uniforms			
		798.93	101-616601-53901-0000000			uniforms			
		24.53	101-616601-53901-0000000			uniforms			
		24.53	101-616601-53901-0000000			uniforms			
		24.53	101-616601-53901-0000000			uniforms			
		24.53	101-616601-53901-0000000			uniforms			
		24.53	101-616601-53901-0000000			uniforms			
1	179590	\$1398.62	09/19/24	07721		0 PIPECO INC.		S	OUTSTANDING
		1398.62	601-617041-53804-0000000			Repair to Pump #2			
1	179591	\$5849.62	09/19/24	10460		0 PLAYAWAY PRODUCTS LLC		S	OUTSTANDING
		2924.81	251-713451-54305-0000330			RIP AV			
		2924.81	251-714403-54305-5645330			RIS AV			
1	179592	\$5271.25	09/19/24	12084		1 PLEASANT VALLEY REDI-MIX INC		S	OUTSTANDING
		855.25	510-616331-53805-0000000			14 ST - 47 AV			
		976.00	510-616331-53805-0000000			14 ST - 47 AVE			
		1154.00	101-616301-52306-0000000			38 ST - 31 AVE			

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		978.00	510-616331-53805-0000000			14 ST - 47 AV			
		654.00	101-616301-52306-0000000			28 ST 8 1/2 AVE			
		654.00	101-616301-52306-0000000			4035 34 ST			
1	179538	\$1529.38	09/19/24	01834		0 POLICE & FIREMENS INSURANCE ASSN		S	OUTSTANDING
		1529.38	051-000000-21403-0000000			PAYROLL FOR - 092024			
1	49962	\$204.00	09/19/24	08643		0 POLICE BENEVOLENT		T	CLEARED
		204.00	051-000000-21403-0000000			PAYROLL FOR - 092024			
1	179593	\$619.85	09/19/24	18952		0 PR JITTA NY INC		S	OUTSTANDING
		205.09	501-000000-44170-0000000			water charges refund			
		414.76	507-000000-44154-0000000			storm water charges refund			
1	179594	\$29.00	09/19/24	18454		0 PRINCETON PUBLIC LIBRARY		S	OUTSTANDING
		29.00	251-000000-44187-5646000			REIMB PPL DMG ITEM			
1	179595	\$1248.95	09/19/24	18338		0 QC ALARM		S	OUTSTANDING
		1248.95	251-711401-53822-0000000			RIP CAMERA REPLACEMENT			
1	49963	\$1704.00	09/19/24	01400		0 QC ANALYTICAL SERVICES LLC		T	CLEARED
		1704.00	506-618121-53112-0000000			lab testing			
1	179596	\$53.75	09/19/24	18183		0 QC CUSTOM TEES & MORE		S	OUTSTANDING
		7.25	555-813501-52212-6269000			flag football tees			
		18.50	555-813501-52212-6269000			flag football tees			
		28.00	555-813501-52212-6127000			soccer tees			
1	49964	\$26100.00	09/19/24	14717		0 QUAD CITIES CHAMBER OF COMMERCE INC		T	CLEARED
		26100.00	207-312801-54101-0000000			FY25 RI Arsenal Defense Allian			
1	49965	\$6695.00	09/19/24	18657		0 QUAD CITIES CHAMBER OF COMMERCE INC		T	CLEARED
		6695.00	207-312801-54101-6521000			September Overhead			
1	179597	\$85.00	09/19/24	18429		0 QUAD CITY PRESS INC		S	OUTSTANDING
		50.00	601-617364-52305-0000000			FLEET-2024-0002229			
		35.00	601-617364-52305-0000000			FLEET-2024-0002241			
1	49966	\$1600.00	09/19/24	08272		0 QUAD CITY TOWING		T	CLEARED
		500.00	101-414221-53822-0000000			24-3957 22 JEEP WRANGLER BONDE			
		175.00	101-414221-53822-0000000			24-4202 13 HYUN ELANTRA BONDED			
		34.28	101-414221-53822-6540000			24-4209 20 CHEV BLAZER BONDED			
		65.72	101-414221-53822-0000000			24-4209 20 CHEV BLAZER BONDED			
		825.00	101-414221-53822-6540000			24-3736 06 FORD F250 BONDED			
1	179598	\$100.00	09/19/24	15817		0 QUALITY UPHOLSTERY		S	OUTSTANDING
		100.00	601-617364-53804-0000000			FLEET-2024-0002193			
1	49967	\$165.75	09/19/24	06729		0 RACOM CORPORATION		T	CLEARED
		165.75	101-452271-52403-0000000			ER button speaker micro			

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1	49968	\$1631.90 101.00 101.00 1317.90 112.00	09/19/24 555-867564-53801-00000000 101-616601-53801-00000000 501-618352-53801-00000000 501-618352-53801-00000000	03063		0 RAGAN MECHANICAL backflow test back flow test repair leak bathroom lab air conditioner		T	CLEARED
1	179599	\$225.00 225.00	09/19/24 251-713451-53110-00000000	18945		0 RANJANI GOPIKRISHNA HENNA CLASS		S	OUTSTANDING
1	49969	\$1252.44 1252.44	09/19/24 101-412206-51401-6252000	00728		0 RAY OHERRON COMPANY INC SWAT TEAM RADIO CASES-PATCHES-		T	CLEARED
1	179600	\$103.84 103.84	09/19/24 601-617364-52305-00000000	18036		1 RDO TRUCK CENTER CO Side marker lamps		S	OUTSTANDING
1	49970	\$666.65 320.21 346.44	09/19/24 101-616601-52304-00000000 101-617372-52304-00000000	00899		0 REPUBLIC PARENT LLC supplies supplies		T	CLEARED
1	49971	\$1163.71 896.40 117.56 149.75	09/19/24 601-617364-52204-00000000 601-617364-52204-00000000 506-618341-52204-00000000	01409		0 RILCO INC FLEET-2024-0002180 FLEET-2024-0002180 gadus		T	CLEARED
1	49972	\$16.00 16.00	09/19/24 051-000000-21403-00000000	15528		0 RIPD COMMAND OFFICERS ASSOC PAYROLL FOR - 092024		T	CLEARED
1	49973	\$93.00 93.00	09/19/24 555-819615-52501-6295000	03166		0 RISM INC thurs groove food		T	CLEARED
1	179539	\$30.00 30.00	09/19/24 101-000000-42203-00000000	17774		0 RIVER BEND PLUMBING Permit Refund - 1110 40th St		S	OUTSTANDING
1	49974	\$3174.55 721.78 978.75 827.08 646.94	09/19/24 101-616301-52306-00000000 501-619356-52306-00000000 506-619346-52306-00000000 101-616301-52306-00000000	00607		0 RIVERSTONE GROUP INC hma st surface mix cold mix fa6 hma st surface mix		T	CLEARED
1	179601	\$2826.24 2826.24	09/19/24 101-256081-54101-5392000	00957		0 ROCK ISLAND COUNTY SHERIFF'S OFFICE WANS/LEADS-SEPT 2024		S	OUTSTANDING
1	179602	\$744.78 744.78	09/19/24 051-000000-21403-00000000	02275		0 ROCK ISLAND FITNESS AND ACTIVITY CENTER PAYROLL FOR - 092024		S	OUTSTANDING
1	179603	\$309.60 309.60	09/19/24 555-835753-53801-00000000	11921		0 ROCK RIVER ELECTRIC highland truck repair		S	OUTSTANDING
1	179604	\$300.00	09/19/24	00987		0 ROTARY OF ROCK ISLAND		S	OUTSTANDING

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		300.00	101-118041-54401-00000000			Corporate Membership			
1	49975	\$3122.24 1523.04 1099.45 499.75	09/19/24 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000	00992		0 SADLER POWER TRAIN INC FLEET-2024-0002174 FLEET-2024-0002174 FLEET-2024-0002175		T	CLEARED
1	49976	\$175.92 102.48 48.96 24.48	09/19/24 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000	01034		0 SEXTON FORD FLEET-2024-0002245 FLEET-2024-0002246 FLEET-2024-0002250		T	CLEARED
1	179605	\$805.00 350.00 125.00 330.00	09/19/24 601-617364-53822-00000000 601-617364-53822-00000000 601-617364-53822-00000000	15447		0 SHARPE TOWING & RECOVERY LLC FLEET-2024-0002220 FLEET-2024-0002222 FLEET-2024-0002218		S	OUTSTANDING
1	49977	\$1638.00 1638.00	09/19/24 101-616321-53802-00000000	18388		0 SHAWNEE MISSION TREE SERVICE INC 1517 31 ST/remove tree		T	CLEARED
1	49978	\$756.00 756.00	09/19/24 101-616321-53802-00000000	18388		1 SHAWNEE MISSION TREE SERVICE INC 8115 7 ST W/pruned trees		T	CLEARED
1	179606	\$641.08 224.52 114.68 301.88	09/19/24 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000	15634		0 SHOTTENKIRK INC FLEET-2024-0002181 FLEET-2024-0002181 FLEET-2024-0002181		S	OUTSTANDING
1	49979	\$833.48 369.16 60.00 300.00 18.75 85.57	09/19/24 101-314881-53502-00000000 601-617364-52305-00000000 101-411041-53114-62110000 101-411041-52101-00000000 101-616306-52306-00000000	01119		0 STECKER GRAPHICS INC Door Hangers FLEET-2024-0002225 DEER SIGNS-STEP STAKES DEER SIGNS-STEP STAKES no parking signs		T	CLEARED
1	179607	\$650.00 650.00	09/19/24 101-617111-53801-00000000	08129		0 STERLING COMMERCIAL ROOFING roof inspection		S	OUTSTANDING
1	49980	\$701.05 701.05	09/19/24 555-835753-52503-00000000	01174		0 STERN BEVERAGE INC highland beer		T	CLEARED
1	179608	\$45.22 45.22	09/19/24 251-711401-53205-00000000	17308		0 T-MOBILE USA INC CELL SERV ML AUG 2024		S	OUTSTANDING
1	179609	\$5150.00 2650.00 2500.00	09/19/24 101-451041-53403-00000000 101-451041-53403-00000000	18731		0 TAG COMMUNICATIONS INC Digital Ad design Video Production		S	OUTSTANDING
1	49981	\$4899.74 2461.58	09/19/24 501-618352-52217-00000000	01074		1 TANNER INDUSTRIES INC ammonia		T	CLEARED

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		2438.16	501-618352-52217-00000000			ammonia			
1	49982	\$231.43 184.01 47.42	09/19/24 601-617364-52302-00000000 601-617364-52302-00000000	01057		0 THE SHERWIN WILLIAMS COMPANY FLEET-2024-0002194 FLEET-2024-0002194		T	CLEARED
1	179610	\$240.00 120.00 120.00	09/19/24 101-616041-51404-00000000 506-619041-51404-00000000	16531		1 THEISENS INC boots/Cerda boots/Hartman		S	OUTSTANDING
1	49983	\$54.00 54.00	09/19/24 601-617364-52305-00000000	17419		0 TJP ENTERPRISES INC FLEET-2024-0002200		T	CLEARED
1	49984	\$150.00 150.00	09/19/24 555-855702-56201-6543967	05600		0 TRANSITIONS NFP saukie construction signs		T	CLEARED
1	49985	\$1704.21 688.26 192.64 349.11 215.96 174.22 45.47 23.00 15.55	09/19/24 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000	02631		0 TRUCK COUNTRY OF IOWA INC FLEET-2024-0002252 FLEET-2024-0002204 FLEET-2024-0002226 FLEET-2024-0002226 FLEET-2024-0002232 FLEET-2024-0002238 FLEET-2024-0002238 FLEET-2024-0002238		T	CLEARED
1	179611	\$3542.73 3542.73	09/19/24 251-714404-53904-64860000	06363		1 TWO RIVERS YMCA RIZ MONTHLY OCCUPANCY SEP 24		S	OUTSTANDING
1	49986	\$352.07 352.07	09/19/24 051-000000-21403-00000000	02347		0 U A W LOCAL 2282 PAYROLL FOR - 092024		T	CLEARED
1	49987	\$427.95 427.95	09/19/24 101-412206-51401-00000000	00651		0 UNIFORM DEN INC MORRIS DRESS UNIFORM		T	CLEARED
1	49988	\$250.60 221.35 29.25	09/19/24 251-711041-53106-00000000 251-711041-53106-00000000	09557		0 UNIQUE MANAGEMENT SERVICES INC. FIN SERV COLLECT AUG 2024 FIN SERV COLLECT AUG 2024		T	CLEARED
1	179612	\$16.90 16.90	09/19/24 606-615041-53301-00000000	00792		0 UNITED PARCEL SERVICE weekly ups charge		S	OUTSTANDING
1	49989	\$13193.76 4499.53 4328.43 4365.80	09/19/24 501-618352-52217-00000000 501-618352-52217-00000000 501-618352-52217-00000000	08460		0 UNITED STATE ALUMINATE COMPANY INC liquid alum liquid alum liquid alum		T	CLEARED
1	49990	\$193.00 193.00	09/19/24 051-000000-21403-00000000	00802		0 UNITED WAY OF THE QUAD CITIES PAYROLL FOR - 092024		T	CLEARED

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1	49991	\$7925.79 7925.79	09/19/24 555-867564-53801-00000000	18181		0 UNIVERSAL BUILDING MAINTENANCE LLC rifac cleaning		T	CLEARED
1	179613	\$1870.00 1870.00	09/19/24 621-157133-53601-00000000	17517		1 USI INSURANCE SERVICE LLC AAICP N. 9047999		S	OUTSTANDING
1	49992	\$69303.00 69303.00	09/19/24 242-314881-53801-6200244	00838		0 VALLEY CONSTRUCTION CO Residential Property Demos		T	CLEARED
1	179614	\$41.17 36.01 5.16	09/19/24 251-713451-54305-00000000 251-711401-53204-00000000	11026		0 VERIZON WIRELESS HOTSPOT SERV CELL SERV		S	OUTSTANDING
1	49993	\$202.21 8.29 4.00 4.50 12.99 5.97 8.98 26.26 3.57 4.87 49.96 13.99 37.36 21.47	09/19/24 601-617364-52209-00000000 601-617364-52305-00000000 601-617364-52305-00000000 506-618121-52305-00000000 101-616601-52304-00000000 101-617372-52304-00000000 101-616601-52303-00000000 101-616601-52301-00000000 101-616601-52301-00000000 501-613358-52303-00000000 606-615091-52305-00000000 606-615091-52305-00000000 601-617364-52302-00000000	00146		0 VOTOUBEK INVESTMENTS FLEET-2024-0002210 FLEET-2024-0002172 FLEET-2024-0002172 poly rope supplies supplies supplies nuts/bolts/screws keys glav nipple/couplings 2" gal pipe cap snap links/shovel Body shop supplies		T	CLEARED
1	179615	\$276.00 276.00	09/19/24 510-616333-53704-00000000	12435		0 WASTE COMMISSION OF SCOTT COUNTY monitors/tvs		S	OUTSTANDING
1	179616	\$35.20 35.20	09/19/24 601-617364-52305-00000000	00762		0 WESTERN STRUCTURAL COMPANY FLEET-2024-0002212		S	OUTSTANDING
1	179617	\$70.28 44.99 18.00 7.29	09/19/24 101-616301-52301-00000000 101-616301-52301-00000000 101-616601-52401-00000000	17703		0 WHITE CAP LP 8x112.5 etrs 2 double straw n expansion board masonry drill bit		S	OUTSTANDING
1	179618	\$356.95 356.95	09/19/24 101-452271-52305-00000000	17703		2 WHITE CAP LP Dewalt Battery		S	OUTSTANDING
1	49994	\$878.36 228.12 57.03 213.30 379.91	09/19/24 555-813501-52502-52880000 555-867564-52502-62250000 555-813501-52502-52880000 555-835753-52502-00000000	17008		1 WP BEVERAGE LLC douglas drinks rifac drinks douglas drinks highland drinks		T	CLEARED
1	49995	\$5722.55 211.65	09/19/24 506-619346-52303-00000000	00945		0 ZIMMER & FRANCESCON INC couplings		T	CLEARED

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		1201.00	507-619348-52303-00000000			naanah driveway fr/pro ring			
		57.00	507-619348-52301-00000000			caulk			
		552.00	506-619346-52303-00000000			pvc pipe/coupling			
		266.00	507-619348-52303-00000000			catchbasin pro ring			
		57.00	506-619346-52301-00000000			adhesive caulk			
		1445.00	507-619348-52303-00000000			manhole donuts/frame/self seal			
		288.00	507-619348-52303-00000000			catch basin pro ring			
		918.00	507-619348-52303-00000000			curb inlet/curb box/ grate			
		726.90	501-613358-52303-00000000			curb box rod/couplings etc			
1	179619	\$1065.08	09/19/24	14419		1 ZOLL MEDICAL CORP			S OUTSTANDING
		991.28	101-454273-52214-00000000			Medical Supplies			
		73.80	101-454273-52214-00000000			Thermal paper medical supplies			
TOTAL # OF ISSUED CHECKS:			93	TOTAL AMOUNT:		161,048.94			
TOTAL # OF WIRES:			0	TOTAL AMOUNT:		0.00			
TOTAL # OF VOIDED/REISSUED/UNCLAIMED CHECKS:			0	TOTAL AMOUNT:		0.00			
TOTAL # OF ACH CHECKS:			88	TOTAL AMOUNT:		437,249.86			
TOTAL # OF UNISSUED CHECKS:			0						

FUND TOTALS

FUND	FUND NAME	ISSUED TOTAL	VOIDED/REISSUED TOTAL
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051	PAYROLL CLEARING FUND	20,835.01	0.00
101	GENERAL FUND	134,468.01	0.00
207	COMMUNITY/ECONOMIC DEVELOPMENT	41,520.00	0.00
242	COMMDEVBLOCKGRANT CFDA 14.218	87,631.80	0.00
251	PUBLIC LIBRARY	25,023.92	0.00
276	RI LABOR DAY PARADE	2,290.00	0.00
501	WATER OPERATIONS/MAINTENANCE	43,334.12	0.00
506	WASTEWATER OPER & MAINTENANCE	27,846.60	0.00
507	STORMWATER UTILITY	10,329.50	0.00
510	SOLID WASTE	3,085.25	0.00
541	SUNSET MARINA	6,187.50	0.00
555	PARK & RECREATION	42,547.38	0.00
601	FLEET SERVICES	44,356.70	0.00
606	ENGINEERING	85.49	0.00
621	SELF-INSURANCE	6,832.08	0.00
626	EMPLOYEE HEALTH PLAN	61,656.94	0.00
701	FIRE PENSION	17,447.57	0.00
706	POLICE PENSION	22,820.93	0.00
		=====	=====
TOTAL -		598,298.80	0.00

Tameka L. Toney

CITY OF ROCK ISLAND
CHART OF ACCOUNTS

September 20, 2024 through
September 26, 2024
TOTAL: \$507,506.29

FUNDS	FUND NAME	DEPT	DEPARTMENT NAME
101	General Fund	111	1st Ward
201	TIF #1 Downtown	112	2nd Ward
202	TIF #2 South 11th Street	113	3rd Ward
203	TIF #3 North 11th Street	114	4th Ward
204	TIF #4 Jumer's Casino Rock Island	115	5th Ward
205	TIF #5 Columbia Park	116	6th Ward
206	TIF #6 NE I280/Parkway	117	7th Ward
207	Community/Economic Development	118	Mayor
208	TIF #7 The Locks	119	Mayor & Council Administration
209	TIF #8 Watchtower	122	General Administration
210	Public Benefit	123	Legal Services
211	Martin Luther King Center	131	City Clerk
212	MLK Facility Improvement	155	Human Resources Administration
213	TIF #9 1st Street	156	Human Resources Services
221	Motor Fuel Tax	157	Insurance
222	Foreign Fire Insurance	211	Finance Administration
223	Riverboat Gaming	212	Customer Service
224	State Drug Prevention	213	Accounting Services
225	DUI Fine Law	214	Budget and Grants Management
226	Court Supervision	256	Information Technology
227	Crime Laboratory	311	Community/Economic Development Administration
241	US Dept of Justice Grant	312	Economic Development
242	Community Development Block Grant	313	Planning/Redevelopment
243	Federal Drug Prevention	314	Inspection
244	Neighborhood Stabilization ARRA	356	Martin Luther King Jr Community Center
245	Schwiebert Park Boat Dock	411	Police Administration
246	Ridgewood Business Park	412	Field Operations Bureau
247	Delacerda House Grant	413	Criminal Investigation Bureau
248	ARPA Fund	414	Administration/Technical Services Bureau
249	Downtown Infrastructure Pass Thru	415	Tactical Operations
251	Public Library	451	Fire Administration November 5, 2021 through
252	Volunteers of the RI Library	452	Fire Emergency Services
271	Honor Guard Contributions	453	Fire Protective Inspect
272	DARE	454	Ambulance
273	Police Contributions	611	Public Works Administration
274	Elderly Service Contributions	612	Motor Vehicle Parking System
275	RI Auxiliary Police	613	Water Meter Services
276	RI Labor Day Parade	615	Engineering
277	ESO Christmas Tour	616	Municipal Services
278	Adopt A School	617	Fleet Services
279	Fire Donations	618	Utilities Service
282	Lead Grant	619	Utilities Maintenance
301	Capital Improvements	711	Library Administration
302	Capital Improvements - Streets	712	Library Info Services
405	Debt Service	713	Library Circulation
501	Water Operation & Maintenance	714	Library Extension
502	Water Capital 2010A BAB'S	811	Park/Recreation Administration
506	Wastewater Operations & Maintenance	813	Recreation
507	Stormwater Utility	818	Whitewater Aquatic Center
508	Wastewater Capital 2010A BAB'S	819	Schwiebert Riverfront Park
510	Solid Waste	822	Parks
511	Centennial Bridge	834	Highland Golf Maintenance
541	Sunset Marina	835	Highland Clubhouse
555	Parks & Recreation	846	Golf Pro Shop
581	CDBG Loan Programs	854	Saukie Golf Maintenance
582	State Affordable Housing	855	Saukie Clubhouse
583	Community/Economic Development Loans	867	RIFAC
584	CIRLF Loan Fund	891	Donations P/R Admin
585	MPF Endowment Loans	892	Donations Parks
586	Brownfield Revolving Loan Fund	893	Donations Recreation Programs
595	Public Housing	894	Donations Golf Maintenance
601	Fleet Services	895	Donations Highland/Saukie Clubhouse
602	Fleet Amortization	896	Donations Golf Pro Shop
606	Engineering	897	Donations RIFAC
609	Hydroelectric Plant	898	Donations Longview Aquatic Center
621	Self-Insurance	899	Donations Riverfront Park
626	Employee Health Plan	910	Police Fire Commission
701	Fire Pension	920	Fire Pension
706	Police Pension	930	Police Pension
711	Cafeteria Plan	940	Cafeteria Plan
712	Loan Escrow		
831	GASB 34		
901	MLK Activity		
905	IL DCFS		
906	Dept of Human Services		
907	MLK Capital Contributions		
950	Public Library Foundation		

REPORT PARAMETERS

ORGANIZATION	:	010
BANK	:	1
PRINT BY	:	CHECK DATE
SORT OPTION	:	VENDOR NAME
PRINT DETAILS	:	Y
BEGINNING CHECK DATE	:	09/26/24
ENDING CHECK DATE	:	09/26/24
ORG NAME FOR EXTRACT FILE	:	APPP092624
FILE NAME	:	SAV\BANKCHECK_092624_154924

010 CITY OF ROCK ISLAND
CHECK REGISTER
DATE RANGE: 09/26/24 - 09/26/24

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	VENDOR NAME DESCRIPTION	INVOICE #	TYPE INV VEND	CHECK STATUS
1	49996	\$1717.23 1013.98 501.65 100.80 100.80	09/26/24 101-213064-53107-6138000 405-616316-53107-6138000 581-313851-53107-6217000 584-312801-53107-6221000	04665		0 AMERICAN BANK & TRUST CO Banking Services-August 2024 Banking Services-August 2024 Banking Services-August 2024 Banking Services-August 2024		T	CLEARED
1	179625	\$36.00 36.00	09/26/24 555-813501-53112-6127000	18595		0 ANDREA LOPREATO soccer ref		S	OUTSTANDING
1	179620	\$150.00 150.00	09/26/24 207-312851-53806-0000328	18831		0 ANTHONY C BRADLEY 1503 29 1/2 Street		S	OUTSTANDING
1	49997	\$252.19 25.26 0.90 25.56 107.38 37.28 55.81	09/26/24 601-617364-52209-0000000 601-617364-52302-0000000 555-854701-52202-0000000 601-617364-52305-0000000 555-834751-52305-0000000 555-834751-52305-0000000	15725		0 ARNOLD MOTOR SUPPLY LLP FLEET-2024-0002263 FLEET-2024-0002296 saukie prime Ratchet tie downs/strap highland v belt highland vbelts		T	CLEARED
1	179626	\$550.00 550.00	09/26/24 626-157141-53112-0000000	18167		0 ASSUREDPARTNERS CAPITAL INC 10 of 12 Monthly Inst - OCT		S	OUTSTANDING
1	179627	\$635.98 138.98 387.59 39.99- 149.40	09/26/24 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52206-0000000	00109		0 AUTOZONE STORES LLC Starter, heater hose for #3338 injectors for #3338 Heater hose credit Brake cleaner		S	OUTSTANDING
1	179628	\$2900.00 2900.00	09/26/24 101-000000-22204-0000000	00288		0 BI-STATE REGIONAL COMMISSION CORA HEARING 9/6/24		S	OUTSTANDING
1	49998	\$905.44 905.44	09/26/24 101-454273-52214-0000000	10989		0 BOUND TREE MEDICAL LLC Medical Supplies		T	CLEARED
1	179629	\$333.00 333.00	09/26/24 555-835753-52503-0000000	15731		0 BREAKTHRU BEVERAGE ILLINOIS, LLC highland alcohol		S	OUTSTANDING
1	179630	\$6647.87 6647.87	09/26/24 906-356921-54102-5332504	00379		0 CHRISTIAN FRIENDLINESS ASSOCIATION INC YOUTH HOPE AUG 2024		S	OUTSTANDING
1	49999	\$7961.06 7961.06	09/26/24 242-311041-53112-6196244	00386		1 CITY OF MOLINE EAST ANNEX CAPER work payment		T	CLEARED
1	50000	\$400.00 400.00	09/26/24 242-311041-51502-6196244	00386		0 CITY OF MOLINE, ILLINOIS CY24 Women's Leadership Confer		T	CLEARED
1	50001	\$6080.73 11.38 9.75	09/26/24 601-617364-52305-0000000 601-617364-52305-0000000	03309		0 COE EQUIPMENT INC FLEET-2024-0002276 FLEET-2024-0002276		T	CLEARED

010 CITY OF ROCK ISLAND
CHECK REGISTER
DATE RANGE: 09/26/24 - 09/26/24

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	VENDOR NAME DESCRIPTION	INVOICE #	TYPE INV VEND	CHECK STATUS
		42.56	601-617364-52305-00000000			FLEET-2024-0002276			
		3547.44	601-617364-52305-00000000			FLEET-2024-0002276			
		1995.38	601-617364-52305-00000000			FLEET-2024-0002276			
		3.28	601-617364-52305-00000000			FLEET-2024-0002276			
		216.40	601-617364-52305-00000000			FLEET-2024-0002276			
		54.76	601-617364-52305-00000000			FLEET-2024-0002276			
		51.50	601-617364-52305-00000000			FLEET-2024-0002276			
		148.28	601-617364-52305-00000000			FLEET-2024-0002276			
1	179631	\$2485.00	09/26/24	18069		0 COMFORT TECHNOLOGY INC		S	OUTSTANDING
		507.00	251-711401-53801-00000000			RIP VENTILATION MAINTENANCE			
		278.00	251-711401-53801-00000000			RIP AC REPAIR			
		1700.00	251-711401-53801-00000000			RIP AC PUMP INSTALLATION			
1	179632	\$13700.00	09/26/24	00451		0 COOPMAN TRUCKING EXCAVATING		S	OUTSTANDING
		13700.00	555-855702-56201-6543967			Saukie Clubhouse demo			
1	50002	\$11403.50	09/26/24	00468		0 CRAWFORD HEATING & COOLING INC		T	CLEARED
		2750.00	101-617111-53801-00000000			labor/material for cityhall			
		432.50	101-617111-53801-00000000			mainline clogged			
		8221.00	555-813501-52212-6322000			douglas AC install			
1	50003	\$323.00	09/26/24	00514		0 DAVENPORT ELECTRIC CONTRACT COMPANY		T	CLEARED
		135.00	101-617371-53804-00000000			18Av-30ST traffic signals out			
		188.00	101-617121-53804-00000000			troubleshoot bld 244 lights			
1	179633	\$2393.00	09/26/24	16790		0 DINGES PARTNERS GROUP LLC		S	OUTSTANDING
		2393.00	101-452271-51402-00000000			Rental Gear			
1	50004	\$5.52	09/26/24	00602		0 ELLIOTT EQUIPMENT CO		T	CLEARED
		5.52	601-617364-52305-00000000			FLEET-2024-0002290			
1	179634	\$146.20	09/26/24	09929		0 EUCLID BEVERAGE OF GALESBURG		S	OUTSTANDING
		146.20	555-835753-52503-00000000			highland beer			
1	50005	\$696.00	09/26/24	14735		1 EXTEND HEALTH		T	CLEARED
		696.00	626-157141-53104-00000000			HRA Service - SEP2024			
1	179635	\$54.75	09/26/24	17790		0 FRANCIS A PROCHASKA		S	OUTSTANDING
		54.75	555-813501-52212-6085000			baseball medal			
1	179621	\$20000.00	09/26/24	18949		0 FUESSEL MASONRY & CONCRETE INC		S	OUTSTANDING
		20000.00	101-312801-55105-0000297			CY24 PEP Program			
1	50006	\$80.00	09/26/24	15343		0 GENESIS HEALTH SYSTEM		T	CLEARED
		60.00	626-157141-53112-0520000			75 EE			
		20.00	621-157131-53602-0520000			25 WC			
1	50007	\$3003.30	09/26/24	16513		0 GEOFFREY P CAMPBELL		T	CLEARED
		3003.30	101-123041-53101-00000000			July Billing Statement			

010 CITY OF ROCK ISLAND
CHECK REGISTER
DATE RANGE: 09/26/24 - 09/26/24

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	VENDOR NAME DESCRIPTION	INVOICE #	TYPE INV VEND	CHECK STATUS
1	50008	\$6464.70 6464.70	09/26/24 507-619348-53902-6392000	00125		0 GIERKE ROBINSON COMPANY INC pump 7/1 to 7/29/24		T	CLEARED
1	50009	\$599.60 599.60	09/26/24 555-855702-53905-0000000	12721		0 HARRIS MOTOR SPORTS saukie cart repair		T	CLEARED
1	50010	\$7290.30 6370.30 920.00	09/26/24 501-618121-52217-0000000 501-618121-52217-0000000	06030		0 HAWKINS INC alum sulfate/calcium hydroxide alum sulfate		T	CLEARED
1	50011	\$3270.13 211.40 2035.98 779.00 243.75	09/26/24 501-618352-52205-0000000 501-618352-52205-0000000 501-618352-52205-0000000 501-618352-52205-0000000	04970		0 HD SUPPLY FACILITIES MAINTENANCE tu5sc online sample vial supplies chlorine reagent sets supplies		T	CLEARED
1	179636	\$584.20 42.35 42.90 23.20 36.32 197.50 20.36 40.20 36.40 35.65 62.02 47.30	09/26/24 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000 601-617364-52305-0000000	15517		0 HI-LINE ELECTRIC CO., INC. FLEET-2024-0002284 FLEET-2024-0002284 FLEET-2024-0002284 FLEET-2024-0002284 FLEET-2024-0002284 FLEET-2024-0002284 FLEET-2024-0002284 FLEET-2024-0002269 FLEET-2024-0002269 FLEET-2024-0002269 FLEET-2024-0002269		S	OUTSTANDING
1	179637	\$372.98 136.70 83.13 153.15	09/26/24 555-835753-52501-0000000 555-835753-52501-0000000 555-835753-52501-0000000	02905		0 HIGHLAND PACKING CO INC highland food highland food highland food		S	OUTSTANDING
1	50012	\$23309.50 23309.50	09/26/24 248-618343-53112-8518657	16556		0 IMEG CORP SWTP left station design		T	CLEARED
1	50013	\$11823.70 436.03 195.54 1476.83 199.86 41.22 1278.61 212.98 223.52 1279.10 947.57 114.40	09/26/24 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330 251-713451-54305-0000330	01518		0 INGRAM INDUSTRIES INC RIP RIS RIT RIZ CR BOOK RIP RIS RIT RIZ CR BOOK RIP RIS RIT RIZ CR BOOK RIP RIS RIT RIZ CR BOOK CR RIS RIZ BOOK RIP RIS RIT RIZ CR BOOK RIP RIS RIZ CR BOOK RIP RIS RIZ CR BOOK RIP RIS BOOK RIP RIS RIT RIZ BOOK RIP RIS BOOK		T	CLEARED

010 CITY OF ROCK ISLAND
CHECK REGISTER
DATE RANGE: 09/26/24 - 09/26/24

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	VENDOR NAME DESCRIPTION	INVOICE #	TYPE INV VEND	CHECK STATUS
		346.25	251-713451-54305-0000330			RIP RIS RIZ CR BOOK			
		168.32	251-713451-54305-0000330			RIP RIZ BOOK			
		202.82	251-713451-54305-0000330			RIP RIS RIT RIZ BOOK			
		172.62	251-713451-54305-0000330			RIP BOOK			
		774.25	251-713451-54305-0000330			RIP RIS RIT RIZ BOOK			
		554.83	251-713451-54305-0000330			RIP RIS RIT RIZ BOOK			
		230.91	251-714403-54305-5645330			RIS BOOK			
		1363.57	251-714403-54305-5645330			RIP RIS RIZ CR BOOK			
		67.14	251-713451-54305-5654000			RIP YA			
		1389.49	251-713451-54305-5654000			RIP YA			
		2.31	251-712431-52210-0000000			TS PROCESSING			
		21.78	251-712431-52210-0000000			TS PROCESSING			
		4.29	251-712431-52210-0000000			TS PROCESSING			
		15.51	251-712431-52210-0000000			TS PROCESSING			
		2.31	251-712431-52210-0000000			TS PROCESSING			
		1.32	251-712431-52210-0000000			TS PROCESSING			
		33.00	251-712431-52210-0000000			TS PROCESSING			
		3.63	251-712431-52210-0000000			TS PROCESSING			
		39.27	251-712431-52210-0000000			TS PROCESSING			
		22.44	251-712431-52210-0000000			TS PROCESSING			
		1.98	251-712431-52210-0000000			TS PROCESSING			
1	179638	\$579.55	09/26/24	18053		0 JAMES VINAR		S	OUTSTANDING
		579.55	101-452271-51501-0000000			Hazmat Tech Training			
1	50014	\$450.00	09/26/24	14433		0 JEFFREY LEE LARUE		T	CLEARED
		450.00	555-835753-53112-0000000			highland golf teacher			
1	179639	\$1508.24	09/26/24	05300		0 JOHN KARNS		S	OUTSTANDING
		1508.24	906-356921-51102-5332504			Premiums refund			
1	50015	\$43.70	09/26/24	00488		0 K & S H2O INC		T	CLEARED
		43.70	211-356941-53801-0000000			CULLIGAN SEPT REFILL			
1	179640	\$1500.00	09/26/24	18956		0 K9 BED BUG DETECTION SERVICES LLC		S	OUTSTANDING
		1500.00	251-711401-53801-0000000			RIP BED BUG K9 INSPECTION			
1	179641	\$55.00	09/26/24	15672		0 KENNEYS PEST CONTROL INC		S	OUTSTANDING
		55.00	101-451293-53822-0000000			Pest Control			
1	50016	\$88.38	09/26/24	15433		1 KIMBALL MIDWEST		T	CLEARED
		88.38	601-617364-52305-0000000			Discs			
1	50017	\$44334.00	09/26/24	16049		1 KRAFT POWER CORPORATION		T	CLEARED
		44334.00	506-618341-53804-0000000			Maint on wet weather engines			
1	179642	\$500.00	09/26/24	18957		0 LASHONTA MOORE		S	OUTSTANDING
		500.00	251-713471-53110-0000000			RIPL SEWING CLASS			
1	179643	\$165815.85	09/26/24	14326		0 LINCOLN OFFICE, LLC.		S	OUTSTANDING

010 CITY OF ROCK ISLAND
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DATE RANGE: 09/26/24 - 09/26/24

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	VENDOR NAME DESCRIPTION	INVOICE #	TYPE INV VEND	CHECK STATUS
		165815.85	101-122041-56413-6536297			City Hall Office Furniture			
1	50018	\$342.40 342.40	09/26/24 101-616614-52401-00000000	00434		0 LOGAN CONTRACTORS SUPPLY INC 6cf dual wheeled wb		T	CLEARED
1	179622	\$20000.00 20000.00	09/26/24 101-312801-55224-0000297	18842		0 LONGVIEW REAL ESTATE LLC CY24 PEP/GRIT Program		S	OUTSTANDING
1	50019	\$720.52 37.71 57.77 49.52 10.37 34.67 18.53 34.35 61.62 8.43 34.77 103.85 454.12 185.19-	09/26/24 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000	00482		0 MARTIN EQUIPMENT OF ILLINOIS INC FLEET-2024-0002266 FLEET-2024-0002266 FLEET-2024-0002266 FLEET-2024-0002266 FLEET-2024-0002266 FLEET-2024-0002266 FLEET-2024-0002266 FLEET-2024-0002266 FLEET-2024-0002266 FLEET-2024-0002266 FLEET-2024-0002285 Filters/valve/breather #8936 Tire/wheel credit		T	CLEARED
1	179644	\$488.74 488.74	09/26/24 501-619359-53806-2526000	18367		0 MCCLINTOCK PLUMBING INC 2511 26 ST		S	OUTSTANDING
1	50020	\$20856.57 10667.20 5869.05 4320.32	09/26/24 501-619359-53806-2526000 506-619359-53806-2564000 506-619359-53806-2564000	17063		0 MCCLINTOCK TRUCKING & EXCAVATING INC WSRP 1056 23 AVE Inv 1904 SLRP 3855 17 ST Inv 1907 SLRP 2516 23 AVE Inv 1951		T	CLEARED
1	179645	\$72.00 72.00	09/26/24 555-813501-53112-6127000	18594		0 MEGHANNE FREEHILL soccer ref		S	OUTSTANDING
1	179646	\$726.91 726.91	09/26/24 601-617364-52305-00000000	00816		1 MHC KENWORTH-QUAD CITIES Oil pan for #5565		S	OUTSTANDING
1	50021	\$15565.46 27.93 30.02 105.69 1648.83 72.47 93.08 260.33 961.13 1136.67 134.48 1501.90 756.22	09/26/24 101-312801-53703-00000000 251-711401-53703-00000000 555-813511-53702-00000000 555-818551-53702-00000000 555-854701-53702-00000000 555-834751-53702-00000000 555-822601-53702-00000000 555-819614-53703-00000000 555-813511-53703-00000000 555-813521-53703-00000000 555-834751-53703-00000000 555-854701-53703-00000000	00560		0 MIDAMERICAN ENERGY CO 557683349- 4199 46th Ave Sign RIP LIGHT BILL SEP 24 gas/hauberg gas/whitewater gas/saukie gas/highland gas/parks elec/schwiebert elec/hauberg elec/complex elec/highland elec/saukie		T	CLEARED

010 CITY OF ROCK ISLAND
CHECK REGISTER
DATE RANGE: 09/26/24 - 09/26/24

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	VENDOR NAME DESCRIPTION	INVOICE #	TYPE INV VEND	CHECK STATUS
		3026.19	555-822601-53703-0000000			elec/parks			
		4718.96	555-818551-53703-0000000			elec/whitewater			
		1091.56	101-617371-53703-0000000			8/24 IDOT charges			
1	50022	\$679.14	09/26/24	05278		1 MIDLAND PAPER		T	CLEARED
		479.14	555-867564-52102-0000000			rifac paper			
		200.00	555-813501-52102-0000000			rec paper			
1	50023	\$370.85	09/26/24	17748		1 MIDWEST DOORS LLC		T	CLEARED
		370.85	101-451293-53801-0000000			Garage door			
1	50024	\$518.48	09/26/24	02440		0 MIDWEST MAILWORKS INC		T	CLEARED
		518.48	101-155041-53203-0000000			Midwest Mailworks 09/02-09/06			
1	50025	\$4446.73	09/26/24	17981		0 MIDWEST TAPE LLC		T	CLEARED
		3320.77	251-712421-53823-0000000			HOOPLA E-CONTENT			
		155.19	251-713451-54305-0000330			RIP AV			
		92.96	251-713451-54305-0000330			RIP AV			
		142.40	251-713451-54305-0000330			RIP AV			
		75.73	251-713451-54305-0000330			RIP AV			
		59.96	251-714403-54305-5645330			CR RIS RIZ AV			
		53.98	251-714403-54305-5645330			RIS RIT AV			
		53.98	251-714403-54305-5645330			RIS RIZ AV			
		15.74	251-714403-54305-5645330			RIZ AV			
		98.96	251-714403-54305-5645330			CR RIS RIT RIZ AV			
		24.74	251-713451-54305-0000330			RIP AV			
		29.99	251-713451-54305-0000330			RIP AV			
		35.23	251-713451-54305-0000330			RIP AV			
		59.22	251-713451-54305-0000330			RIP AV			
		40.48	251-713451-54305-0000330			RIS RIZ AV			
		52.48	251-714403-54305-5645330			RIS RIZ AV			
		38.98	251-714403-54305-5645330			RIZ AV			
		80.95	251-714403-54305-5645330			RIZ AV			
		14.99	251-714403-54305-5645330			RIP AV			
1	50026	\$661.59	09/26/24	14928		0 MILL CREEK MINING INC		T	CLEARED
		661.59	506-619346-52306-0000000			ca 6			
1	179647	\$429.82	09/26/24	10089		0 MOSES ROBINSON		S	OUTSTANDING
		429.82	901-356921-52216-6160000			LUNCH REIMB. DYNAMIC STATUS			
1	50027	\$179.13	09/26/24	15816		0 MOTOR PARTS AND EQUIPMENT CORPORATION		T	CLEARED
		132.81	601-617364-52204-0000000			FLEET-2024-0002301			
		46.32	601-617364-52305-0000000			Panel filters for #8922			
1	50028	\$1677.76	09/26/24	00669		0 MUTUAL WHEEL COMPANY INC		T	CLEARED
		6.74	601-617364-52305-0000000			FLEET-2024-0002271			
		79.66	601-617364-52305-0000000			FLEET-2024-0002271			
		1471.00	601-617364-52305-0000000			FLEET-2024-0002272			
		120.36	601-617364-52305-0000000			FLEET-2024-0002274			

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1	50029	\$1285.09 106.33 171.04 182.42 825.30	09/26/24 555-835753-52509-00000000 555-835753-52501-00000000 555-835753-52509-00000000 555-835753-52501-00000000	12284		0 MYERS COX CO highland napkins, towels highland food highland towel, liners highland food		T	CLEARED
1	179648	\$1500.00 1050.00 225.00 225.00	09/26/24 555-835753-53401-00000000 555-855702-53401-00000000 555-855702-53401-00000000	15161		2 NEXSTAR BROADCASTING INC highland ads saukie ads saukie ads		S	OUTSTANDING
1	179649	\$52.10 52.10	09/26/24 101-256081-52101-00000000	18201		0 ODP BUSINESS SOLUTIONS LLC BATTEREIS/LABEL MAKER TAPE		S	OUTSTANDING
1	179650	\$294.00 50.00 244.00	09/26/24 555-818551-53401-00000000 555-818551-53401-00000000	18070		1 ONMEDIA AD SALES wwj ads wwj ads		S	OUTSTANDING
1	50030	\$115.36 10.87 17.98 17.98 35.10 20.51 8.99 3.93	09/26/24 601-617364-52305-00000000 601-617364-52206-00000000 601-617364-52305-00000000 601-617364-52204-00000000 601-617364-52305-00000000 601-617364-52203-00000000 601-617364-52305-00000000	04242		0 OREILLY AUTOMOTIVE STORES INC FLEET-2024-0002265 FLEET-2024-0002281 FLEET-2024-0002286 FLEET-2024-0002287 FLEET-2024-0002308 FLEET-2024-0002310 FLEET-2024-0002313		T	CLEARED
1	50031	\$665.02 432.93 209.01 23.08	09/26/24 251-712421-53823-00000000 251-712421-53823-00000000 251-713451-54305-00000000	12871		0 OVERDRIVE INC OVERDRIVE E-CONTENT OVERDRIVE E-CONTENT OVERDRIVE E-CONTENT		T	CLEARED
1	179651	\$161.72 161.72	09/26/24 601-617364-52305-00000000	18913		0 P&K MIDWEST INC FLEET-2024-0002280		S	OUTSTANDING
1	50032	\$1603.78 236.00 140.98 148.50 338.38 154.95 30.00 253.47 301.50	09/26/24 101-413215-51405-00000000 101-413227-51405-00000000 101-451041-51401-00000000 101-452271-51401-00000000 101-452271-51401-00000000 101-452271-51401-00000000 101-452271-51401-00000000 101-452271-51401-00000000 101-452271-51401-00000000	00753		0 PANTHER UNIFORMS INC LAWLER SHIRTS LAFFREDI SHIRT/PANTS DC badge K Miller new uniform G Jorgensen Uniform New B Baker uniform B Kenndey MABAS Uniform Capt and Lt badge		T	CLEARED
1	179623	\$5067.04 5067.04	09/26/24 101-312801-55224-0000297	18943		0 PARIS BRANDY CY24 PEP Program Reimbursement		S	OUTSTANDING
1	50033	\$1640.71	09/26/24	18027		0 PARTS AUTHORITY LLC		T	CLEARED

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		123.10	601-617364-52305-00000000			FLEET-2024-0002273			
		178.40	601-617364-52305-00000000			FLEET-2024-0002278			
		47.70	601-617364-52305-00000000			FLEET-2024-0002277			
		6.94	601-617364-52305-00000000			FLEET-2024-0002307			
		112.64	601-617364-52305-00000000			FLEET-2024-0002294			
		130.00-	601-617364-52305-00000000			Core credits			
		62.05-	601-617364-52305-00000000			Credit/returned sensor			
		400.00-	601-617364-52305-00000000			Steering gear credit			
		279.44	601-617364-52305-00000000			Calipers for #3352			
		62.05	601-617364-52305-00000000			Sensor (returned)			
		1422.49	601-617364-52305-00000000			Steering gear for #129			
1	179652	\$725.25	09/26/24	01067		0 PERFORMANCE FOOD GROUP TPC		S	OUTSTANDING
		725.25	901-356911-52216-5330031			THANKSGIVING GRAVY MIX			
1	179653	\$49.08	09/26/24	01067		1 PERFORMANCE FOOD GROUP TPC		S	OUTSTANDING
		49.08	555-813501-52501-5288000			douglas food			
1	179654	\$700.00	09/26/24	15318		0 PHELPS CONSULTING & TRAINING, LLC		S	OUTSTANDING
		700.00	101-155101-51502-00000000			Drug & Alc Training			
1	50034	\$545.31	09/26/24	04257		0 PHELPS UNIFORM SPECIALISTS INC		T	CLEARED
		10.04	501-618121-53822-00000000			mats/etc			
		15.56	501-618121-53901-00000000			uniforms			
		10.04	501-618121-53822-00000000			mats/etc			
		201.31	501-618121-53901-00000000			uniforms			
		10.04	501-618121-53822-00000000			mats/etc			
		15.56	501-618121-53901-00000000			uniforms			
		10.04	501-618121-53822-00000000			mats/etc			
		15.56	501-618121-53901-00000000			uniforms			
		14.55	555-854701-53822-00000000			saukie towels			
		11.86	555-854701-53901-00000000			saukie laundry			
		14.55	555-854701-53822-00000000			saukie towels			
		11.86	555-854701-53901-00000000			saukie laundry			
		14.55	555-854701-53822-00000000			saukie towels			
		11.86	555-854701-53901-00000000			saukie laundry			
		14.55	555-854701-53822-00000000			saukie towels			
		11.86	555-854701-53901-00000000			saukie laundry			
		9.61	555-834751-53901-00000000			highland laundry			
		28.27	555-834751-53822-00000000			highland mats & towels			
		9.61	555-834751-53901-00000000			highland laundry			
		28.27	555-834751-53822-00000000			highland mats & towels			
		9.61	555-834751-53901-00000000			highland laundry			
		28.27	555-834751-53822-00000000			highland mats & towels			
		9.61	555-834751-53901-00000000			highland laundry			
		28.27	555-834751-53822-00000000			highland mats & towels			
1	50035	\$69.41	09/26/24	00775		0 PLANT EQUIPMENT CO INC		T	CLEARED
		69.41	601-617364-52305-00000000			FLEET-2024-0002299			

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1	179655	\$842.50 842.50	09/26/24 251-714404-54305-0000000	10460		0 PLAYAWAY PRODUCTS LLC RIZ J AV		S	OUTSTANDING
1	50036	\$2278.00 2278.00	09/26/24 501-618121-53112-0000000	01400		0 QC ANALYTICAL SERVICES LLC lab testing		T	CLEARED
1	179656	\$306.50 54.00 252.50	09/26/24 555-813501-52212-6085000 555-813501-52212-6085000	18183		0 QC CUSTOM TEES & MORE adaptive shirts adaptive shirts		S	OUTSTANDING
1	50037	\$20000.00 20000.00	09/26/24 101-122041-54101-6139000	18657		0 QUAD CITIES CHAMBER OF COMMERCE INC Red, White & Boom		T	CLEARED
1	50038	\$775.00 300.00 250.00 150.00 75.00	09/26/24 101-414221-53822-6540000 101-414221-53822-6540000 101-414222-53822-0000000 101-414222-53822-0000000	08272		0 QUAD CITY TOWING 24-4234 96 BMW 325 I BONDED 24-4236 20 DODGE JOURNEY BONDE 24-4395 14 NISSAN ALTIMA 24-4268 07 BUIC LUCERNE		T	CLEARED
1	50039	\$1647.38 8.33 410.53 38.74 390.93 3.33 795.52	09/26/24 101-212056-53106-0000000 101-212056-53106-0000000 101-212056-53106-0000000 101-212056-53106-0000000 101-212056-53106-0000000 101-212056-53106-0000000	06980		0 QUAD CORPORATION Account #826/invoice 078031 Acct #847/Inv #078032 Acct # 826/inv #078328 Acct # 847/ inv # 078329 Acct # 826/ inv # 078597 Acc # 826/ Inv # 078598		T	CLEARED
1	50040	\$112.00 112.00	09/26/24 251-711041-53801-6201000	03063		0 RAGAN MECHANICAL RIP PLUMBING SERVICE		T	CLEARED
1	50041	\$8275.47 8158.51 96.98 19.98	09/26/24 101-412206-51401-6455000 101-412206-51401-6455000 101-412206-51401-6455000	00728		0 RAY OHERRON COMPANY INC MAG TAK CUMMERBUNDS TESKE SHIRTS TESKE NAMETAPE		T	CLEARED
1	179657	\$103.84 103.84	09/26/24 601-617364-52305-0000000	18036		1 RDO TRUCK CENTER CO Side marker lamps		S	OUTSTANDING
1	50042	\$396.16 396.16	09/26/24 101-617372-52304-0000000	00899		0 REPUBLIC PARENT LLC supplies		T	CLEARED
1	50043	\$1284.20 1284.20	09/26/24 601-617364-52204-0000000	01409		0 RILCO INC FLEET-2024-0002297		T	CLEARED
1	50044	\$93.00 93.00	09/26/24 555-819615-52501-6295000	03166		0 RISM INC thurs groove food		T	CLEARED
1	50045	\$200.00 200.00	09/26/24 555-000000-21411-0000000	01402		0 RIVER ACTION INC refund damage deposit		T	CLEARED

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1	50046	\$3421.80 71.75 1000.50 2326.19 23.36	09/26/24 507-619348-52306-00000000 501-619356-52306-00000000 507-619348-52306-00000000 555-822601-52201-00000000	00607		0 RIVERSTONE GROUP INC fill sand cold mix/patch fa 6 parks down comm		T	CLEARED
1	179658	\$43.00 43.00	09/26/24 251-712421-54305-00000000	07008		0 RIVERWISE INC BIG RIVER MAG ANNUAL SUB RENEW		S	OUTSTANDING
1	50047	\$139.71 1.36 37.28 85.23 14.86 0.16 0.82	09/26/24 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000	08470		0 RNOW INC. FLEET-2024-0002257 FLEET-2024-0002257 FLEET-2024-0002257 FLEET-2024-0002257 FLEET-2024-0002257 FLEET-2024-0002257 FLEET-2024-0002257		T	CLEARED
1	179659	\$1655.00 1655.00	09/26/24 901-356921-53904-6162000	18343		0 ROCK ISLAND CENTER BUILDING LLC AUG-OCT 2024 BOXING CLUB RENT		S	OUTSTANDING
1	50048	\$1688.23 383.28 1304.95	09/26/24 501-618352-52303-00000000 501-618352-52303-00000000	01408		0 ROCK ISLAND ELECTRIC MOTOR REPAIR INC frame pump		T	CLEARED
1	50049	\$864.97 1344.97 480.00-	09/26/24 601-617364-52305-00000000 601-617364-52305-00000000	00992		0 SADLER POWER TRAIN INC Steering gear for #8932 Steering gear core credit		T	CLEARED
1	179660	\$100.00 100.00	09/26/24 211-000000-44407-00000000	18950		0 SAFI NYASA BANQUET REIMB S. NYASA		S	OUTSTANDING
1	179624	\$226.46 226.46	09/26/24 101-131041-51502-00000000	18584		0 SAMANTHA GANGE IML Conference - mileage		S	OUTSTANDING
1	50050	\$795.80 253.20 96.12 210.00 220.80 15.68	09/26/24 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000	01034		0 SEXTON FORD FLEET-2024-0002258 FLEET-2024-0002270 FLEET-2024-0002282 FLEET-2024-0002282 FLEET-2024-0002309		T	CLEARED
1	50051	\$629.98 629.98	09/26/24 101-616321-53802-00000000	18388		1 SHAWNEE MISSION TREE SERVICE INC 608 8 ST stump removal		T	CLEARED
1	179661	\$231.36 7.48 94.50 7.62 45.50 31.05	09/26/24 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000 601-617364-52305-00000000	15634		0 SHOTTENKIRK INC FLEET-2024-0002288 FLEET-2024-0002303 FLEET-2024-0002289 FLEET-2024-0002302 FLEET-2024-0002302		S	OUTSTANDING

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		7.06	601-617364-52305-00000000			FLEET-2024-0002314			
		52.27	601-617364-52305-00000000			Shield for #8926			
		14.12-	601-617364-52305-00000000			Credit/returned seals			
1	179662	\$121.11	09/26/24	07179		0 STANDARD EQUIPMENT COMPANY		S	OUTSTANDING
		624.73-	601-617364-52305-00000000			Credit/returned pivot			
		416.17	601-617364-52305-00000000			Filter/seals/dr chain #8922			
		329.67	601-617364-52305-00000000			Dirt shoes/scrapers/#8922			
1	50052	\$362.70	09/26/24	01174		0 STERN BEVERAGE INC		T	CLEARED
		362.70	555-835753-52503-00000000			highland beer			
1	179663	\$215.99	09/26/24	00317		0 TOM BROKAW		S	OUTSTANDING
		215.99	606-615091-51404-00000000			Reimbursement/boots			
1	50053	\$20.00	09/26/24	05600		0 TRANSITIONS NFP		T	CLEARED
		20.00	901-356921-52101-6525041			WER CARDS FOR CLUB			
1	50054	\$628.31	09/26/24	02631		0 TRUCK COUNTRY OF IOWA INC		T	CLEARED
		159.59	601-617364-52305-00000000			FLEET-2024-0002262			
		101.07	601-617364-52305-00000000			FLEET-2024-0002262			
		69.15	601-617364-52305-00000000			FLEET-2024-0002262			
		46.00	601-617364-52305-00000000			FLEET-2024-0002262			
		13.56	601-617364-52305-00000000			FLEET-2024-0002262			
		1.16	601-617364-52305-00000000			FLEET-2024-0002262			
		2.10	601-617364-52305-00000000			FLEET-2024-0002262			
		150.00	601-617364-52305-00000000			FLEET-2024-0002300			
		121.68	601-617364-52305-00000000			Fasteners #5562-#5565			
		36.00-	601-617364-52305-00000000			Core credit			
1	50055	\$3526.20	09/26/24	01185		0 TYLER ENTERPRISES OF ELWOOD INC		T	CLEARED
		495.00	555-834751-52220-00000000			highland amm sulfate			
		3031.20	555-834751-52220-00000000			highland truprill			
1	179664	\$1010.00	09/26/24	08283		0 TYRONE P WOODRUM		S	OUTSTANDING
		165.00	506-619359-53806-2564000			719 29 ST/camera/locate etc			
		245.00	506-619359-53806-2564000			3525 22 ST camer/locate/clean			
		125.00	506-619359-53806-2564000			4210 26 AV/camera/locate			
		125.00	506-619359-53806-2564000			2816 21 1/2 AV/camera/locate			
		125.00	506-619359-53806-2564000			2010 21 ST camera/locate			
		125.00	506-619359-53806-2564000			3524 24 ST/camera/locate			
		100.00	101-617111-53801-00000000			City hall floor drain line cl			
1	179665	\$99.24	09/26/24	00792		0 UNITED PARCEL SERVICE		S	OUTSTANDING
		16.90	101-451041-53301-00000000			ups weekly charge			
		82.34	501-619041-53301-00000000			ups charges			
1	50056	\$142.95	09/26/24	12965		0 VAN WALL EQUIPMENT INC		T	CLEARED
		6.39	601-617364-52305-00000000			FLEET-2024-0002291			
		4.77	601-617364-52305-00000000			FLEET-2024-0002291			

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		47.99	601-617364-52305-00000000			FLEET-2024-0002259			
		4.32	601-617364-52305-00000000			FLEET-2024-0002259			
		22.49	555-854701-52204-00000000			saukie woodcutter bar oil			
		56.99	555-854701-52305-00000000			saukie spool			
1	179666	\$719.20	09/26/24	11026		0 VERIZON WIRELESS			S OUTSTANDING
		36.01	101-616041-53205-00000000			309-230-0176			
		36.01	224-413216-53205-00000000			309-428-0104			
		36.01	101-616041-53205-00000000			309-428-4839			
		36.01	101-616041-53205-00000000			309-428-5150			
		36.01	101-256081-53205-00000000			309-429-0086			
		36.01	101-411041-53205-00000000			309-429-0299			
		36.01	101-616041-53205-00000000			309-429-0616			
		35.01	555-813501-53205-00000000			309-520-4520			
		36.01	606-615091-53205-00000000			309-781-0540			
		36.01	501-613358-53205-00000000			309-781-1773			
		36.01	501-613358-53205-00000000			309-781-5976			
		36.01	101-256081-53205-00000000			309-798-0286			
		36.01	101-411201-53205-00000000			309-798-0291			
		36.01	101-411041-53205-00000000			309-798-0298			
		36.01	101-414223-53205-00000000			309-798-0308			
		11.88	501-619041-53205-00000000			309-428-5946 (33%)			
		11.88	506-619041-53205-00000000			309-428-5946 (33%)			
		12.25	507-619041-53205-00000000			309-428-5946 (34%)			
		11.88	501-619041-53205-00000000			309-429-8116 (33%)			
		11.88	506-619041-53205-00000000			309-429-8116 (33%)			
		12.25	507-619041-53205-00000000			309-429-8116 (34%)			
		11.88	501-619041-53205-00000000			309-592-0150 (33%)			
		11.88	506-619041-53205-00000000			309-592-0150 (33%)			
		12.25	507-619041-53205-00000000			309-592-0150 (34%)			
		11.88	501-619041-53205-00000000			309-592-0189 (33%)			
		11.88	506-619041-53205-00000000			309-592-0189 (33%)			
		12.25	507-619041-53205-00000000			309-592-0189 (34%)			
		11.88	501-619041-53205-00000000			309-592-0245 (33%)			
		11.88	506-619041-53205-00000000			309-592-0245 (33%)			
		12.25	507-619041-53205-00000000			309-592-0245 (34%)			
1	50057	\$48.05	09/26/24	00146		0 VOTUBEK INVESTMENTS			T CLEARED
		27.99	501-618352-52305-00000000			zep sweep compound			
		31.99-	501-618352-52305-00000000			GT turf edger			
		108.98	501-618352-52305-00000000			drill hndl/ze[sweep compound			
		66.93-	501-618352-52305-00000000			overpayment			
		10.00	601-617364-52103-00000000			Mouse			
1	179667	\$5450.51	09/26/24	17980		0 WENDLING QUARRIES INC			S OUTSTANDING
		2371.35	555-834751-52306-00000000			highland material			
		3079.16	555-834751-52201-00000000			highland material			
1	179668	\$50.48	09/26/24	17703		0 WHITE CAP LP			S OUTSTANDING
		50.48	506-619346-52401-00000000			rolled step shovel/margin throw			

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DATE RANGE: 09/26/24 - 09/26/24

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	VENDOR NAME DESCRIPTION	INVOICE #	TYPE INV VEND	CHECK STATUS
1	179669	\$866.62 866.62	09/26/24 626-157141-53601-0000000	00402		0 WILLIAM COCHRAN IMRF Refund		S	OUTSTANDING
1	50058	\$480.41 480.41	09/26/24 555-835753-52502-0000000	17008		1 WP BEVERAGE LLC highland drinks		T	CLEARED
1	50059	\$2647.39 502.13 833.58 1311.68	09/26/24 507-619348-52305-6392000 507-619348-52305-6392000 507-619348-52305-6392000	01325		1 XYLEM DEWATERING SOLUTIONS INC. replaced fuel,air,ac filters replace fuel/filter/themostat replaced rck-ac150-86 pulley g		T	CLEARED
1	179670	\$8713.20 3572.41 5140.79	09/26/24 555-855702-53905-0000000 555-835753-53905-0000000	13074		0 YAMAHA MOTOR CORP USA saukie golf carts highland golf carts		S	OUTSTANDING
1	50060	\$2246.00 2246.00	09/26/24 507-619348-52303-0000000	00945		0 ZIMMER & FRANCESCON INC catchbasins,curb inlet,cb,grat		T	CLEARED
1	50061	\$388.00 388.00	09/26/24 601-617364-52305-0000000	16947		0 ZURCHER TIRE INC FLEET-2024-0002295		T	CLEARED
TOTAL # OF ISSUED CHECKS:				51	TOTAL AMOUNT:		271,969.29		
TOTAL # OF WIRES:				0	TOTAL AMOUNT:		0.00		
TOTAL # OF VOIDED/REISSUED/UNCLAIMED CHECKS:				0	TOTAL AMOUNT:		0.00		
TOTAL # OF ACH CHECKS:				66	TOTAL AMOUNT:		235,537.00		
TOTAL # OF UNISSUED CHECKS:				0					

FUND TOTALS

FUND	FUND NAME	ISSUED TOTAL	VOIDED/REISSUED TOTAL
101	GENERAL FUND	262,373.21	0.00
207	COMMUNITY/ECONOMIC DEVELOPMENT	150.00	0.00
211	M L KING CENTER	143.70	0.00
224	STATE DRUG PREVENTION	36.01	0.00
242	COMMDEVBLOCKGRANT CFDA 14.218	8,361.06	0.00
248	AMERICAN RESCUE PLAN ACT (ARPA	23,309.50	0.00
251	PUBLIC LIBRARY	22,447.97	0.00
405	DEBT SERVICE	501.65	0.00
501	WATER OPERATIONS/MAINTENANCE	27,223.06	0.00
506	WASTEWATER OPER & MAINTENANCE	56,204.84	0.00
507	STORMWATER UTILITY	13,817.28	0.00
555	PARK & RECREATION	61,854.97	0.00
581	CDBG LOAN PROGRAMS	100.80	0.00
584	CIRLF LOAN FUND	100.80	0.00
601	FLEET SERVICES	17,450.64	0.00
606	ENGINEERING	252.00	0.00
621	SELF-INSURANCE	20.00	0.00
626	EMPLOYEE HEALTH PLAN	2,172.62	0.00
901	MLK ACTIVITY	2,830.07	0.00
906	DEPT OF HUMAN SERVICES	8,156.11	0.00
TOTAL -		507,506.29	0.00

Tameka L. Toney

Payroll Expense Posting Report
Period Covering: 09/30/24-10/13/24
Pay Date: 10/18/24

FUND	Fund Name	AMOUNT
101	General Fund	\$1,245,677.15
203	TIF District #3 N 11 St	\$2,223.97
204	TIF Jumers Casino RI	\$1,158.26
205	TIF Columbia Park	\$1,346.16
211	ML King Center	\$4,954.85
224	State Drug Prevention	\$1,345.49
242	Comm Dev Block Grant	\$10,609.73
248	ARPA Program	\$10,242.86
251	Library	\$71,110.82
501	Water	\$90,671.37
506	Wastewater	\$73,244.60
507	Stormwater	\$24,132.43
510	Refuse	\$25,795.90
541	Sunset Marina	\$3,589.59
555	Park & Recreation	\$114,250.61
601	Fleet Services	\$44,717.71
606	Engineering	\$34,025.84
621	Self-Insurance	\$3,931.17
626	Employee Health Ins	\$2,255.17
901	MLK Activity Fund	\$26,700.72
904	MLK Youth Srv	\$1,008.92
905	MLK DCFS Fund	\$8,177.32
906	MLK DHS Fund	\$17,326.06
		\$ 1,818,496.70

Payroll Expense Posting Report
Period Covering: 10/14/24-10/27/24
Pay Date: 11/01/24

FUND	Fund Name	AMOUNT
101	General Fund	\$1,251,877.98
203	TIF District #3 N 11 St	\$2,212.64
204	TIF Jumers Casino RI	\$1,146.95
205	TIF Columbia Park	\$1,346.16
211	ML King Center	\$5,147.57
224	State Drug Prevention	\$1,138.24
242	Comm Dev Block Grant	\$10,744.76
248	ARPA Program	\$9,242.87
251	Library	\$71,725.93
501	Water	\$86,228.73
506	Wastewater	\$71,864.78
507	Stormwater	\$22,676.03
510	Refuse	\$26,027.51
541	Sunset Marina	\$3,540.99
555	Park & Recreation	\$106,846.77
601	Fleet Services	\$47,144.02
606	Engineering	\$34,360.89
621	Self-Insurance	\$3,785.86
626	Employee Health Ins	\$2,287.78
901	MLK Activity Fund	\$24,704.90
904	MLK Youth Srv	\$1,008.92
905	MLK DCFS Fund	\$5,819.00
906	MLK DHS Fund	\$17,099.98
		\$ 1,807,979.26

Memorandum



To: Rock Island City Council
From: Tameka Toney, Accountant
Subject: International City/County Management Association (ICMA) claims for the weeks of September 7 through September 20, 2024 in the amount of \$31,177.69.
Date: November 11, 2024

Introduction and Background Information:

N/A

Previous Council Action (if any):

N/A

Budget Impact:

N/A

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

N/A

Council Goal (if applicable):

N/A

Recommendation:

N/A

Submitted by: Tameka Toney, Accountant

Approved by:

CITY OF ROCK ISLAND
CHART OF ACCOUNTS

September 07, 2024 through
September 20, 2024
TOTAL: \$ 31,177.69

FUNDS	FUND NAME	DEPT	DEPARTMENT NAME
101	General Fund	111	1st Ward
201	TIF #1 Downtown	112	2nd Ward
202	TIF #2 South 11th Street	113	3rd Ward
203	TIF #3 North 11th Street	114	4th Ward
204	TIF #4 Jumer's Casino Rock Island	115	5th Ward
205	TIF #5 Columbia Park	116	6th Ward
206	TIF #6 NE I280/Parkway	117	7th Ward
207	Community/Economic Development	118	Mayor
208	TIF #7 The Locks	119	Mayor & Council Administration
209	TIF #8 Watchtower	122	General Administration
210	Public Benefit	123	Legal Services
211	Martin Luther King Center	131	City Clerk
212	MLK Facility Improvement	155	Human Resources Administration
213	TIF #9 1st Street	156	Human Resources Services
221	Motor Fuel Tax	157	Insurance
222	Foreign Fire Insurance	211	Finance Administration
223	Riverboat Gaming	212	Customer Service
224	State Drug Prevention	213	Accounting Services
225	DUI Fine Law	214	Budget and Grants Management
226	Court Supervision	256	Information Technology
227	Crime Laboratory	311	Community/Economic Development Administration
241	US Dept of Justice Grant	312	Economic Development
242	Community Development Block Grant	313	Planning/Redevelopment
243	Federal Drug Prevention	314	Inspection
244	Neighborhood Stabilization ARRA	356	Martin Luther King Jr Community Center
245	Schwiebert Park Boat Dock	411	Police Administration
246	Ridgewood Business Park	412	Field Operations Bureau
251	Public Library	413	Criminal Investigation Bureau
252	Volunteers of the RI Library	414	Administration/Technical Services Bureau
271	Honor Guard Contributions	415	Tactical Operations
272	DARE	451	Fire Administration November 5, 2021 through
273	Police Contributions	452	Fire Emergency Services
274	Elderly Service Contributions	453	Fire Protective Inspect
275	RI Auxiliary Police	454	Ambulance
276	RI Labor Day Parade	611	Public Works Administration
277	ESO Christmas Tour	612	Motor Vehicle Parking System
278	Adopt A School	613	Water Meter Services
279	Fire Donations	615	Engineering
282	Lead Grant	616	Municipal Services
301	Capital Improvements	617	Fleet Services
302	Capital Improvements - Streets	618	Utilities Service
405	Debt Service	619	Utilities Maintenance
501	Water Operation & Maintenance	711	Library Administration
502	Water Capital 2010A BAB'S	712	Library Info Services
506	Wastewater Operations & Maintenance	713	Library Circulation
507	Stormwater Utility	714	Library Extension
508	Wastewater Capital 2010A BAB'S	811	Park/Recreation Administration
510	Solid Waste	813	Recreation
511	Centennial Bridge	818	Whitewater Aquatic Center
541	Sunset Marina	819	Schwiebert Riverfront Park
555	Parks & Recreation	822	Parks
581	CDBG Loan Programs	834	Highland Golf Maintenance
582	State Affordable Housing	835	Highland Clubhouse
583	Community/Economic Development Loans	846	Golf Pro Shop
584	CIRLF Loan Fund	854	Saukie Golf Maintenance
585	MPF Endowment Loans	855	Saukie Clubhouse
586	Brownfield Revolving Loan Fund	867	RIFAC
595	Public Housing	891	Donations P/R Admin
601	Fleet Services	892	Donations Parks
602	Fleet Amortization	893	Donations Recreation Programs
606	Engineering	894	Donations Golf Maintenance
609	Hydroelectric Plant	895	Donations Highland/Saukie Clubhouse
621	Self-Insurance	896	Donations Golf Pro Shop
626	Employee Health Plan	897	Donations RIFAC
701	Fire Pension	898	Donations Longview Aquatic Center
706	Police Pension	899	Donations Riverfront Park
711	Cafeteria Plan	910	Police Fire Commission
712	Loan Escrow	920	Fire Pension
831	GASB 34	930	Police Pension
901	MLK Activity	940	Cafeteria Plan
905	IL DCFS		
906	Dept of Human Services		
907	MLK Capital Contributions		
950	Public Library Foundation		

REPORT PARAMETERS

ORGANIZATION	:	010
BANK	:	2
PRINT BY	:	CHECK DATE
SORT OPTION	:	VENDOR NAME
PRINT DETAILS	:	Y
BEGINNING CHECK DATE	:	09/20/24
ENDING CHECK DATE	:	09/20/24
ORG NAME FOR EXTRACT FILE	:	APPP092024
FILE NAME	:	SAV\BANKCHECK_091924_155519

010 CITY OF ROCK ISLAND

CHECK REGISTER

DATE RANGE: 09/20/24 - 09/20/24

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	VENDOR NAME DESCRIPTION	INVOICE #	TYPE INV VEND	CHECK STATUS
2	92024	\$31177.69 31177.69	09/20/24 051-000000-21403-0000000	07532		0 ICMA RETIREMENT CORP PAYROLL FOR - 092024			M OUTSTANDING
TOTAL # OF ISSUED CHECKS:				1	TOTAL AMOUNT:		31,177.69		
TOTAL # OF WIRES:				0	TOTAL AMOUNT:		0.00		
TOTAL # OF VOIDED/REISSUED/UNCLAIMED CHECKS:				0	TOTAL AMOUNT:		0.00		
TOTAL # OF ACH CHECKS:				0	TOTAL AMOUNT:		0.00		
TOTAL # OF UNISSUED CHECKS:				0					

FUND TOTALS

FUND	FUND NAME	ISSUED TOTAL	VOIDED/REISSUED TOTAL
-----	-----	-----	-----
051	PAYROLL CLEARING FUND	31,177.69	0.00
		=====	=====
	TOTAL -	31,177.69	0.00

Tameka L. Toney

City of Rock Island

ACH Report

09/01/2024 - 09/30/2024

Date	Vendor	Description	Amount
9/4/2024	Delta Dental	Insurance Claims	\$4,783.39
9/11/2024	Delta Dental	Insurance Claims	\$4,159.19
9/18/2024	Delta Dental	Insurance Claims	\$2,367.34
9/25/2024	Delta Dental	Insurance Claims	\$7,351.13
	Delta Dental Total		\$18,661.05
9/24/2024	IL DEPT OF REVENUE	IL Sales Tax	\$7,198.70
	IL DEPT OF REVENUE Total		\$7,198.70
9/3/2024	IPMG Claims	Check 4938 - Work Comp	\$65.00
9/3/2024	IPMG Claims	Check 4939 - Work Comp	\$2,184.50
9/3/2024	IPMG Claims	Check 4940 - Work Comp	\$78.00
9/3/2024	IPMG Claims	Check 4941 - Work Comp	\$416.00
9/3/2024	IPMG Claims	Check 4942 - Work Comp	\$390.00
9/3/2024	IPMG Claims	Check 4943 - Work Comp	\$117.00
9/3/2024	IPMG Claims	Check 4944 - Work Comp	\$195.00
9/3/2024	IPMG Claims	Check 4951 - Work Comp	\$1,916.66
9/3/2024	IPMG Claims	Check 4962 - Work Comp	\$604.87
9/3/2024	IPMG Claims	Check 4963 - Work Comp	\$256.85
9/4/2024	IPMG Claims	Check 4949 - Property Damage	\$3,285.00
9/4/2024	IPMG Claims	Check 4957 - Work Comp	\$380.84
9/4/2024	IPMG Claims	Check 4958 - Work Comp	\$188.08
9/4/2024	IPMG Claims	Check 4983 - Work Comp	\$582.12
9/4/2024	IPMG Claims	Check 4992 - Work Comp	\$1,680.24
9/4/2024	IPMG Claims	Check 4993 - Work Comp	\$1,195.21
9/5/2024	IPMG Claims	Check 4961 - Work Comp	\$103.17
9/5/2024	IPMG Claims	Check 4989 - Work Comp	\$1,956.22
9/5/2024	IPMG Claims	Check 4990 - Work Comp	\$3,124.44
9/5/2024	IPMG Claims	Check 4991 - Property Damage	\$1,658.07
9/6/2024	IPMG Claims	Check 4969 - Work Comp	\$520.00
9/6/2024	IPMG Claims	Check 4970 - Work Comp	\$26.00
9/6/2024	IPMG Claims	Check 4972 - Work Comp	\$208.00
9/6/2024	IPMG Claims	Check 4973 - Work Comp	\$156.00
9/6/2024	IPMG Claims	Check 4974 - Work Comp	\$91.00
9/6/2024	IPMG Claims	Check 4975 - Work Comp	\$26.00
9/6/2024	IPMG Claims	Check 4977 - Work Comp	\$26.00
9/6/2024	IPMG Claims	Check 4978 - Work Comp	\$65.00
9/6/2024	IPMG Claims	Check 4980 - Work Comp	\$117.00
9/6/2024	IPMG Claims	Check 4981 - Work Comp	\$299.00
9/6/2024	IPMG Claims	Check 4982 - Work Comp	\$39.00
9/9/2024	IPMG Claims	Check 4966 - Work Comp	\$280.75
9/9/2024	IPMG Claims	Check 4967 - Work Comp	\$296.51
9/9/2024	IPMG Claims	Check 4968 - Work Comp	\$280.75
9/9/2024	IPMG Claims	Check 4971 - Work Comp	\$26.00
9/9/2024	IPMG Claims	Check 4976 - Work Comp	\$26.00
9/9/2024	IPMG Claims	Check 4979 - Work Comp	\$26.00
9/9/2024	IPMG Claims	Check 4987 - Work Comp	\$103.17
9/9/2024	IPMG Claims	Check 4988 - Work Comp	\$104.88
9/10/2024	IPMG Claims	Check 4984 - Work Comp	\$241.78
9/10/2024	IPMG Claims	Check 4985 - Work Comp	\$148.96
9/10/2024	IPMG Claims	Check 4986 - Work Comp	\$159.88
9/12/2024	IPMG Claims	Check 4948 - Property Damage	\$599.60
9/16/2024	IPMG Claims	Check 4995 - Work Comp	\$274.02
9/16/2024	IPMG Claims	Check 4997 - Work Comp	\$89.58
9/17/2024	IPMG Claims	Check 4994 - Work Comp	\$112.97
9/17/2024	IPMG Claims	Check 4998 - Work Comp	\$2,290.68
9/18/2024	IPMG Claims	Check 4935 - Work Comp	\$3,751.27
9/18/2024	IPMG Claims	Check 4996 - Work Comp	\$304.45
9/20/2024	IPMG Claims	Check 5030 - Work Comp	\$200.07
9/24/2024	IPMG Claims	Check 5010 - Work Comp	\$1,956.22

9/25/2024	IPMG Claims	Check 5001 - Work Comp	\$177.27
9/25/2024	IPMG Claims	Check 5002 - Work Comp	\$422.45
9/25/2024	IPMG Claims	Check 5003 - Work Comp	\$280.75
9/25/2024	IPMG Claims	Check 5005 - Work Comp	\$582.12
9/25/2024	IPMG Claims	Check 5007 - Work Comp	\$1,686.59
9/25/2024	IPMG Claims	Check 5011 - Work Comp	\$214.13
9/25/2024	IPMG Claims	Check 5012 - Work Comp	\$82.32
9/25/2024	IPMG Claims	Check 5028 - Work Comp	\$19.47
9/25/2024	IPMG Claims	Check 5029 - Work Comp	\$531.35
9/26/2024	IPMG Claims	Check 5008 - Work Comp	\$276.01
9/26/2024	IPMG Claims	Check 5009 - Work Comp	\$239.89
9/27/2024	IPMG Claims	Check 5024 - Work Comp	\$335.67
9/27/2024	IPMG Claims	Check 5027 - Work Comp	\$599.92
9/30/2024	IPMG Claims	Check 5004 - Work Comp	\$1,350.00
9/30/2024	IPMG Claims	Check 5015 - Work Comp	\$279.41
9/30/2024	IPMG Claims	Check 5016 - Work Comp	\$279.41
9/30/2024	IPMG Claims	Check 5017 - Work Comp	\$390.21
9/30/2024	IPMG Claims	Check 5018 - Work Comp	\$280.75
9/30/2024	IPMG Claims	Check 5019 - Work Comp	\$212.94
9/30/2024	IPMG Claims	Check 5020 - Work Comp	\$279.41
	IPMG Claims Total		\$41,743.88
9/24/2024	JP MORGAN CHASE	Purchase Card Payment	\$99,237.16
	JP MORGAN CHASE Total		\$99,237.16
9/4/2024	Nomi Health Inc	Insurance Claims	\$50,115.60
9/11/2024	Nomi Health Inc	Insurance Claims	\$590.40
9/18/2024	Nomi Health Inc	Insurance Claims	\$1,008.00
9/25/2024	Nomi Health Inc	Insurance Claims	\$898.80
	Nomi Health Inc Total		\$52,612.80
9/3/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$218.43
9/5/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$2,672.64
9/6/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$27.90
9/10/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$3,165.40
9/12/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$764.85
9/13/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$5.30
9/16/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$627.03
9/18/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$549.28
9/19/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$43.56
9/20/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$80.00
9/25/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$290.10
9/27/2024	PayFlex	Via Benefits - Retiree Health Care Payment	\$27.90
	PayFlex Total		\$8,472.39
9/3/2024	PAYMENTECH	Credit Card & Processing Fees	\$11,363.53
9/3/2024	PAYMENTECH	Ambulance Credit Card & Processing Fees	\$941.59
	PAYMENTECH Total		\$12,305.12
9/6/2024	Payroll Related	IL Child Support	\$1,821.68
9/6/2024	Payroll Related	Federal Withholding Tax	\$209,253.50
9/9/2024	Payroll Related	IL Withholding Tax	\$43,510.20
9/20/2024	Payroll Related	IL Child Support	\$2,663.11
9/20/2024	Payroll Related	CA Child Support	\$23.07
9/20/2024	Payroll Related	Federal Withholding Tax	\$210,523.59
9/23/2024	Payroll Related	IL Withholding Tax	\$43,394.67
9/23/2024	Payroll Related	IA Withholding Tax	\$7,649.73
	Payroll Related Total		\$518,839.55
9/18/2024	Pension Related	IMRF Pension Transfer	\$131,030.31
	Pension Related Total		\$131,030.31
9/3/2024	Priority Payment Systems	Credit Card & Processing Fees	\$70.01
9/3/2024	Priority Payment Systems	Credit Card & Processing Fees	\$24.62
9/3/2024	Priority Payment Systems	Credit Card & Processing Fees	\$39.73
9/3/2024	Priority Payment Systems	Credit Card & Processing Fees	\$79.34
9/3/2024	Priority Payment Systems	Credit Card & Processing Fees	\$30.98
9/3/2024	Priority Payment Systems	Credit Card & Processing Fees	\$1,010.81
9/3/2024	Priority Payment Systems	Credit Card & Processing Fees	\$1,219.47
9/6/2024	Priority Payment Systems	Credit Card & Processing Fees	\$22.58
	Priority Payment Systems Total		\$2,497.54

9/24/2024	Rock Island County Sheriff's Office	Emergency Radio Tower System Payment	\$23,899.13
	Rock Island County Sheriff's Office Total		\$23,899.13
9/4/2024	TRISTAR RISK MGT	Section 125 FSA Reimbursement	\$784.37
9/11/2024	TRISTAR RISK MGT	Section 125 FSA Reimbursement	\$1,505.44
9/18/2024	TRISTAR RISK MGT	Section 125 FSA Reimbursement	\$1,424.29
9/25/2024	TRISTAR RISK MGT	Section 125 FSA Reimbursement	\$1,294.95
	TRISTAR RISK MGT Total		\$5,009.05
9/24/2024	Wells Fargo Bank	Parks Equipment Lease Payment	\$759.33
	Wells Fargo Bank Total		\$759.33
	Grand Total		\$922,266.01

FUNDS	FUND NAME	DEPT	DEPARTMENT NAME
101	General Fund	111	1st Ward
201	TIF #1 Downtown	112	2nd Ward
203	TIF #3 North 11th Street	113	3rd Ward
204	TIF #4 Jumer's Casino Rock Island	114	4th Ward
205	TIF #5 Columbia Park	115	5th Ward
206	TIF #6 NE I280/Parkway	116	6th Ward
207	Community/Economic Development	117	7th Ward
208	TIF #7 The Locks	118	Mayor
209	TIF #8 Watchtower	119	Mayor & Council Administration
211	Martin Luther King Center	122	General Administration
212	MLK Facility Improvement	123	Legal Services
213	TIF #9 1st Street	131	City Clerk
221	Motor Fuel Tax	155	Human Resources Administration
222	Foreign Fire Insurance	156	Human Resources Services
223	Riverboat Gaming	157	Insurance
224	State Drug Prevention	211	Finance Administration
225	DUI Fine Law	212	Customer Service
226	Court Supervision	213	Accounting Services
227	Crime Laboratory	214	Budget and Grants Management
241	US Dept of Justice Grant	256	Information Technology
242	Community Development Block Grant	311	Community/Economic Development Administration
243	Federal Drug Prevention	312	Economic Development
244	Neighborhood Stabilization ARRA	313	Planning/Redevelopment
245	Schwiebert Park Boat Dock	314	Inspection
246	Ridgewood Business Park	356	Martin Luther King Jr Community Center
248	ARPA	411	Police Administration
251	Public Library	412	Field Operations Bureau
252	Volunteers of the RI Library	413	Criminal Investigation Bureau
271	Honor Guard Contributions	414	Administration/Technical Services Bureau
272	DARE	415	Tactical Operations
273	Police Contributions	451	Fire Administration
274	Elderly Service Contributions	452	Fire Emergency Services
275	RI Auxiliary Police	453	Fire Protective Inspect
276	RI Labor Day Parade	454	Ambulance
277	ESO Christmas Tour	611	Public Works Administration
278	Adopt A School	612	Motor Vehicle Parking System
279	Fire Donations	613	Water Meter Services
282	Lead Grant	615	Engineering
301	Capital Improvements	616	Municipal Services
302	Capital Improvements - Streets	617	Fleet Services
405	Debt Service	618	Utilities Service
501	Water Operation & Maintenance	619	Utilities Maintenance
502	Water Capital 2010A BAB'S	711	Library Administration
506	Wastewater Operations & Maintenance	712	Library Info Services
507	Stormwater Utility	713	Library Circulation
508	Wastewater Capital 2010A BAB'S	714	Library Extension
510	Solid Waste	811	Park/Recreation Administration
511	Centennial Bridge	813	Recreation
541	Sunset Marina	818	Whitewater Aquatic Center
555	Parks & Recreation	819	Schwiebert Riverfront Park
581	CDBG Loan Programs	822	Parks
582	State Affordable Housing	834	Highland Golf Maintenance
583	Community/Economic Development Loans	835	Highland Clubhouse
584	CIRLF Loan Fund	846	Golf Pro Shop
585	MPF Endowment Loans	854	Saukie Golf Maintenance
586	Brownfield Revolving Loan Fund	855	Saukie Clubhouse
601	Fleet Services	867	RIFAC
602	Fleet Amortization	891	Donations P/R Admin
606	Engineering	892	Donations Parks
609	Hydroelectric Plant	893	Donations Recreation Programs
621	Self-Insurance	894	Donations Golf Maintenance
626	Employee Health Plan	895	Donations Highland/Saukie Clubhouse
701	Fire Pension	896	Donations Golf Pro Shop
706	Police Pension	897	Donations RIFAC
711	Cafeteria Plan	898	Donations Longview Aquatic Center
901	MLK Activity	899	Donations Riverfront Park
903	IL Public Health	910	Police Fire Commission
904	IL CJIA	920	Fire Pension
905	IL DCFS	930	Police Pension
906	Dept of Human Services	940	Cafeteria Plan

City of Rock Island

Purchase Card Report

8/27/2024 - 9/26/2024

Date	Merchant Name	Description	Account Number	Amount
09/24/2024	4 ALL PROMOS	T MUEHLER - POLICE - OPEN HOUSE	101-411041-52101-0000000	279.27
09/24/2024	4 ALL PROMOS	T MUEHLER - POLICE - OPEN HOUSE	101-411041-52101-0000000	234.84
	4 ALL PROMOS Total			514.11
09/02/2024	ADOBE *ADOBE	C Roelf - Parks - Rec Stock Photos	555-813501-53503-0000000	29.99
	ADOBE *ADOBE Total			29.99
09/26/2024	ADVANCE AUTO PARTS 802	N PAULEY - POLICE - CLEANING SUPPLIES	101-412206-52206-0000000	59.76
	ADVANCE AUTO PARTS 802 Total			59.76
09/06/2024	ALDI 68025	H Gray - Parks - Preschool Food	555-867501-52216-0000000	12.21
09/06/2024	ALDI 68025	H Gray - Parks - Preschool Food	555-867501-52216-0000000	5.38
	ALDI 68025 Total			17.59
09/12/2024	ALIBI ROOM	D Parker - Alderperson - Professional Development Trip	101-115041-51502-0000000	43.24
	ALIBI ROOM Total			43.24
09/09/2024	ALLPAID*ROCK ISLAND CO	J Graff - CED - Document recording for IHDA for Rehabilitation work	207-312851-53806-0000328	113.25
	ALLPAID*ROCK ISLAND CO Total			113.25
09/16/2024	AMAZON MKTPL*0096O0M13	T MUEHLER - POLICE - BUILDING SUPPLIES	101-411041-52102-0000000	37.69
	AMAZON MKTPL*0096O0M13 Total			37.69
09/23/2024	AMAZON MKTPL*0N5F741V3	K Kuykendall - Library - Comfort Cart Supplies	251-711041-52103-0000297	233.94
	AMAZON MKTPL*0N5F741V3 Total			233.94
09/23/2024	AMAZON MKTPL*0U1UI9NM3	M Holderfield - CED - Pens for J Graff	242-311041-52101-6196244	32.17
	AMAZON MKTPL*0U1UI9NM3 Total			32.17
09/26/2024	AMAZON MKTPL*1A6E62843	K Brozovich - Library - Tech Services Processing Supplies	251-712431-52210-0000000	339.93
	AMAZON MKTPL*1A6E62843 Total			339.93
09/23/2024	AMAZON MKTPL*1P4GK1O43	J Poulos - PW - Tote Adapter for Garden Hose	506-618343-52303-0000000	16.99
	AMAZON MKTPL*1P4GK1O43 Total			16.99
09/23/2024	AMAZON MKTPL*4028C5JQ3	K Brozovich - Library - RIP AV Material	251-713451-54305-0000000	48.01
	AMAZON MKTPL*4028C5JQ3 Total			48.01
09/18/2024	AMAZON MKTPL*4X2IJ1BC3	D Driskill - Parks - Douglas Key Organizer	555-822601-52401-5288000	53.98
	AMAZON MKTPL*4X2IJ1BC3 Total			53.98
09/20/2024	AMAZON MKTPL*5U3BL2CX3	N Carr - Parks - RIFAC Scale	555-867564-52212-0000000	13.99
	AMAZON MKTPL*5U3BL2CX3 Total			13.99
09/16/2024	AMAZON MKTPL*7M7D684B3	Split - K Kuykendall - Library - Book Club Supplies (90.77%)	251-713451-52211-0000000	230.91
09/16/2024	AMAZON MKTPL*7M7D684B3	Split - K Kuykendall - Library - Adult Program Supplies (9.23%)	251-711041-52103-0000297	23.48
	AMAZON MKTPL*7M7D684B3 Total			254.39
09/17/2024	AMAZON MKTPL*954PL80T3	M Gonzalez - Parks - Preschool Storage	555-867501-52212-6097000	73.08
	AMAZON MKTPL*954PL80T3 Total			73.08
09/12/2024	AMAZON MKTPL*9O14H40T3	D Gleason - Parks - SRP Cash Box	555-819615-52212-0000000	30.98
	AMAZON MKTPL*9O14H40T3 Total			30.98
09/16/2024	AMAZON MKTPL*A723W9P53	K Steffen - Library - Office Supplies	251-711041-52101-0000000	68.87
	AMAZON MKTPL*A723W9P53 Total			68.87
09/23/2024	AMAZON MKTPL*BH3L71TJ3	K LESHOURE - MLK - THANKSGIVING SUPPLIES INSTIT.	901-356911-52207-5330080	64.30
	AMAZON MKTPL*BH3L71TJ3 Total			64.30
09/16/2024	AMAZON MKTPL*H81JI06F3	K LESHOURE - MLK - THANKSGIVING SUPPLIES INSTIT.	901-356911-52207-5330080	283.50
	AMAZON MKTPL*H81JI06F3 Total			283.50
09/16/2024	AMAZON MKTPL*KJ0BT1NM3	J Glidewell - PW - LED Strip Lights	555-867564-52304-0000000	43.17
	AMAZON MKTPL*KJ0BT1NM3 Total			43.17
09/16/2024	AMAZON MKTPL*LG6ZP07V3	N Hartman - PW - Floor Protector for Deep Pile Carpet (2)	501-619356-52402-0000000	240.91
	AMAZON MKTPL*LG6ZP07V3 Total			240.91

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09/23/2024	AMAZON MKTPL*LM6M556T3	K Kuykendall - Library - Comfort Cart Supplies	251-711041-52103-0000297	450.88
	AMAZON MKTPL*LM6M556T3 Total			450.88
09/16/2024	AMAZON MKTPL*LV8RT5VX3	K Kuykendall - Library - MH Program Supplies	251-713451-52211-0000000	16.99
	AMAZON MKTPL*LV8RT5VX3 Total			16.99
09/24/2024	AMAZON MKTPL*N016V7ZO3	T MUEHLER - POLICE - OFFICE SUPPLIES	101-412206-52401-0000000	179.99
	AMAZON MKTPL*N016V7ZO3 Total			179.99
09/17/2024	AMAZON MKTPL*QC1ND8L53	T Winter - Parks - HS Hose Caps	555-835753-52301-0000000	12.46
	AMAZON MKTPL*QC1ND8L53 Total			12.46
09/24/2024	AMAZON MKTPL*QG1VM02A3	B Smith - Finance - Office Supplies	101-211041-52101-0000000	67.63
	AMAZON MKTPL*QG1VM02A3 Total			67.63
08/28/2024	AMAZON MKTPL*R45FK8U80	Split - K Brozovich - Library - RIS LOT Materials (14.67%)	251-714403-54305-0000000	86.94
08/28/2024	AMAZON MKTPL*R45FK8U80	Split - K Brozovich - Library - RIP Materials (4.23%)	251-713451-54305-0000000	25.06
08/28/2024	AMAZON MKTPL*R45FK8U80	Split - K Brozovich - Library - Office Equipment (2.87%)	251-711401-52103-0000000	16.98
08/28/2024	AMAZON MKTPL*R45FK8U80	Split - K Brozovich - Library - Merch for Resale (5.07%)	251-711401-52508-0000000	30.04
08/28/2024	AMAZON MKTPL*R45FK8U80	Split - K Brozovich - Library - Tech Services Supplies (29.83%)	251-712431-52210-0000000	176.81
08/28/2024	AMAZON MKTPL*R45FK8U80	Split - K Brozovich - Library - RIP Computer Equipment (7.13%)	251-711401-52406-0000000	42.26
08/28/2024	AMAZON MKTPL*R45FK8U80	Split - K Brozovich - Library - Cleaning Supplies (36.2%)	251-711401-52206-0000000	214.56
	AMAZON MKTPL*R45FK8U80 Total			592.65
08/28/2024	AMAZON MKTPL*R45KA9RP0	C Doherty - Finance- Office Supplies	101-211041-52101-0000000	72.18
	AMAZON MKTPL*R45KA9RP0 Total			72.18
09/17/2024	AMAZON MKTPL*R520L0J23	K Kuykendall - Library - Comfort Cart Supplies	251-711041-52103-0000297	526.51
	AMAZON MKTPL*R520L0J23 Total			526.51
09/23/2024	AMAZON MKTPL*RC39Y6K73	T Winter - Parks - Saukie Washer Hose	555-855702-52303-0000000	26.97
	AMAZON MKTPL*RC39Y6K73 Total			26.97
09/02/2024	AMAZON MKTPL*RK3RZ2781	T Winter - Parks - HS Glow Sticks, Glow Golf Balls	555-835753-52212-0000000	156.11
	AMAZON MKTPL*RK3RZ2781 Total			156.11
09/03/2024	AMAZON MKTPL*RK7TI9IQ1	D Gleason - Parks - SRP Square Reader	555-819615-52212-0000000	71.95
	AMAZON MKTPL*RK7TI9IQ1 Total			71.95
09/02/2024	AMAZON MKTPL*RK86Y06M1	J Poulos - PW - Wheel Replacements	506-618341-52305-0000000	31.98
	AMAZON MKTPL*RK86Y06M1 Total			31.98
08/30/2024	AMAZON MKTPL*RK8QN2090	A RUIZ - MLK - OFFICE SUPPLIES	901-356921-52101-0000064	76.05
	AMAZON MKTPL*RK8QN2090 Total			76.05
08/30/2024	AMAZON MKTPL*RK9HS8SN2	D Gleason - Parks - SRP Cash Boxes	555-819615-52212-0000000	53.57
	AMAZON MKTPL*RK9HS8SN2 Total			53.57
09/20/2024	AMAZON MKTPL*T253J7D93	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	331.60
	AMAZON MKTPL*T253J7D93 Total			331.60
09/16/2024	AMAZON MKTPL*TL95S41C3	M Gonzalez - Parks - Preschool Toys, Crafts	555-867501-52212-6097000	55.24
	AMAZON MKTPL*TL95S41C3 Total			55.24
09/10/2024	AMAZON MKTPL*Z80AQ3L60	N Blair - IT - Cellphone Case	101-256081-52403-0000000	36.04
	AMAZON MKTPL*Z80AQ3L60 Total			36.04
09/10/2024	AMAZON MKTPL*Z80E774W0	B Kennedy - Fire - FFT - Office Equipment	222-451041-52405-0000000	139.92
	AMAZON MKTPL*Z80E774W0 Total			139.92
09/12/2024	AMAZON MKTPL*Z82MM5ZW1	T MUEHLER - POLICE - OFFICE SUPPLIES	101-411041-52301-0000000	44.52
	AMAZON MKTPL*Z82MM5ZW1 Total			44.52
09/12/2024	AMAZON MKTPL*Z84GO6Z21	S Foster - Library - Children Program Supplies	251-713471-52211-0000000	97.99
	AMAZON MKTPL*Z84GO6Z21 Total			97.99
09/09/2024	AMAZON MKTPL*Z864W1T72	A RUIZ - MLK - OFFICE SUPPLIES	901-356921-52101-0000064	46.04
	AMAZON MKTPL*Z864W1T72 Total			46.04

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09/09/2024	AMAZON MKTPL*Z87NQ2C40	A RUIZ - MLK - OFFICE SUPPLIES	901-356921-52101-0000064	97.65
	AMAZON MKTPL*Z87NQ2C40 Total			97.65
09/10/2024	AMAZON MKTPL*Z87OX8AS2	N Carr - Parks - Daytrippers Crafts	555-867565-52212-6151000	36.70
	AMAZON MKTPL*Z87OX8AS2 Total			36.70
09/16/2024	AMAZON MKTPL*ZN4ST70L3	M Gonzalez - Parks - Preschool Gloves, Cups	555-867501-52212-6097000	31.12
	AMAZON MKTPL*ZN4ST70L3 Total			31.12
09/05/2024	AMAZON MKTPL*ZT0RQ9AE0	R Vidmar - PW - 6 Retractable Hose Reels with Dual Arm	601-617362-52401-0000000	832.14
	AMAZON MKTPL*ZT0RQ9AE0 Total			832.14
09/06/2024	AMAZON MKTPL*ZT12M10S0	L Lockheart - Library - SW Anniversary Decor	251-711041-53401-0000000	29.65
	AMAZON MKTPL*ZT12M10S0 Total			29.65
09/06/2024	AMAZON MKTPL*ZT33F8GW0	S Foster - Library - Children Program Supplies	251-713471-52211-0000000	99.93
	AMAZON MKTPL*ZT33F8GW0 Total			99.93
09/09/2024	AMAZON MKTPL*ZT3TL42D1	Split - R Ippolito - Library - WM Fall Decor (25.55%)	251-714404-52405-0000000	45.98
09/09/2024	AMAZON MKTPL*ZT3TL42D1	Split - R Ippolito - Library - Children Supplies HB (74.45%)	251-713471-52211-5653331	133.97
	AMAZON MKTPL*ZT3TL42D1 Total			179.95
09/09/2024	AMAZON MKTPL*ZT3U13HD0	R Graff - Fire - Lighting	101-451292-52304-0000000	19.98
	AMAZON MKTPL*ZT3U13HD0 Total			19.98
09/04/2024	AMAZON MKTPL*ZT5IF8552	D Gleason - Parks - SRP Grilling Items	555-819615-52212-0000000	157.99
	AMAZON MKTPL*ZT5IF8552 Total			157.99
09/05/2024	AMAZON MKTPL*ZT8B448Z2	R Vidmar - PW - Pulse Power Plug Connector for #9282	601-617364-52305-0000000	23.98
	AMAZON MKTPL*ZT8B448Z2 Total			23.98
09/02/2024	AMAZON MKTPLACE PMTS	D Gleason - Parks - SRP Cash Box Return	555-819615-52212-0000000	(26.29)
09/13/2024	AMAZON MKTPLACE PMTS	M Gonzalez - Parks - Preschool Return	555-867501-52212-0000000	(9.99)
	AMAZON MKTPLACE PMTS Total			(36.28)
08/28/2024	AMAZON PRIME*R413K1RX1	L TRICE - MLK - ASP/SDP SUPPLY MEMBERSHIP	906-356921-52212-5332404	14.99
	AMAZON PRIME*R413K1RX1 Total			14.99
09/03/2024	AMAZON WEB SERVICES	N Blair - IT - AWS-GIS, August 2024	101-256091-53822-0000000	43.05
	AMAZON WEB SERVICES Total			43.05
09/24/2024	AMAZON.COM*1A7GP9CR3	T MUEHLER - POLICE - BUILDING SUPPLIES	101-411041-52301-0000000	65.16
	AMAZON.COM*1A7GP9CR3 Total			65.16
09/16/2024	AMAZON.COM*1U7SZ0LP3	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	19.07
	AMAZON.COM*1U7SZ0LP3 Total			19.07
09/26/2024	AMAZON.COM*4J4TT28V3	N Carr - Parks - RIFAC Cleaner	555-867564-52206-0000000	12.15
	AMAZON.COM*4J4TT28V3 Total			12.15
09/20/2024	AMAZON.COM*5B79H4AT3	N Carr - Parks - RIFAC Cleaners	555-867564-52206-0000000	13.88
	AMAZON.COM*5B79H4AT3 Total			13.88
09/16/2024	AMAZON.COM*6S7UI2JY3	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	15.42
	AMAZON.COM*6S7UI2JY3 Total			15.42
09/16/2024	AMAZON.COM*811MQ2H73	B Kennedy - Fire - FFT - Office Equipment	222-451041-52405-0000000	345.93
	AMAZON.COM*811MQ2H73 Total			345.93
09/26/2024	AMAZON.COM*9K7V72XT3	N Carr - Parks - RIFAC Paper Towels	555-867564-52207-0000000	154.14
	AMAZON.COM*9K7V72XT3 Total			154.14
09/16/2024	AMAZON.COM*A00HW6FN3	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	9.48
	AMAZON.COM*A00HW6FN3 Total			9.48
09/16/2024	AMAZON.COM*D500K1IE3	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	10.62
	AMAZON.COM*D500K1IE3 Total			10.62
09/26/2024	AMAZON.COM*DW5E511O3	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	20.22
	AMAZON.COM*DW5E511O3 Total			20.22

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09/16/2024	AMAZON.COM*EG7TC11O3	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	7.19
	AMAZON.COM*EG7TC11O3 Total			7.19
09/16/2024	AMAZON.COM*EQ8170TS3	N Carr - Parks - RIFAC Cleaner Wipes	555-867564-52206-0000000	9.58
	AMAZON.COM*EQ8170TS3 Total			9.58
09/12/2024	AMAZON.COM*GH3D20Y83	N Carr - Parks - RIFAC Paper Towels	555-867564-52207-0000000	154.14
	AMAZON.COM*GH3D20Y83 Total			154.14
09/26/2024	AMAZON.COM*IU6V274M3	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	19.07
	AMAZON.COM*IU6V274M3 Total			19.07
09/16/2024	AMAZON.COM*OG1Z85LM3	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	13.62
	AMAZON.COM*OG1Z85LM3 Total			13.62
09/26/2024	AMAZON.COM*R23J135M3	N Carr - Parks - RIFAC Detergent	555-867564-52206-0000000	20.54
	AMAZON.COM*R23J135M3 Total			20.54
08/30/2024	AMAZON.COM*RK0260S52	T MUEHLER - POLICE - TRAINING	101-414223-51502-0000000	50.32
	AMAZON.COM*RK0260S52 Total			50.32
08/29/2024	AMAZON.COM*RK0MS0FQ0	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	25.48
	AMAZON.COM*RK0MS0FQ0 Total			25.48
08/29/2024	AMAZON.COM*RK1BF0B22	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	27.42
	AMAZON.COM*RK1BF0B22 Total			27.42
08/30/2024	AMAZON.COM*RK1WE8SR2	N Carr - Parks - RIFAC Cleaner	555-867564-52206-0000000	11.11
	AMAZON.COM*RK1WE8SR2 Total			11.11
08/30/2024	AMAZON.COM*RK38O0JV1	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	15.42
	AMAZON.COM*RK38O0JV1 Total			15.42
08/30/2024	AMAZON.COM*RK3W96SN2	N Carr - Parks - RIFAC Detergent	555-867564-52206-0000000	22.66
	AMAZON.COM*RK3W96SN2 Total			22.66
08/30/2024	AMAZON.COM*RK4CV3TO0	T MUEHLER - POLICE - TOOLS	101-412208-52401-0000000	79.99
	AMAZON.COM*RK4CV3TO0 Total			79.99
08/30/2024	AMAZON.COM*RK5AJ5S12	T MUEHLER - POLICE - BUILDING SUPPLIES	101-411041-52301-0000000	35.72
	AMAZON.COM*RK5AJ5S12 Total			35.72
08/30/2024	AMAZON.COM*RK5IL2JX0	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	13.67
	AMAZON.COM*RK5IL2JX0 Total			13.67
08/29/2024	AMAZON.COM*RK7FX8FF1	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	14.44
	AMAZON.COM*RK7FX8FF1 Total			14.44
08/30/2024	AMAZON.COM*RK7U28181	A RUIZ - MLK - STEAM LAB SUPPLIES FURNITURE	248-356921-52405-8114683	2,849.70
	AMAZON.COM*RK7U28181 Total			2,849.70
08/29/2024	AMAZON.COM*RK8P774S1	N Carr - Parks - RIFAC Paper Towels	555-867564-52207-0000000	123.31
	AMAZON.COM*RK8P774S1 Total			123.31
08/30/2024	AMAZON.COM*RK91V8JM0	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	19.07
	AMAZON.COM*RK91V8JM0 Total			19.07
09/16/2024	AMAZON.COM*TW9BH8V23	D Gleason - Parks - SRP Grill Brush	555-819615-52212-0000000	33.98
	AMAZON.COM*TW9BH8V23 Total			33.98
09/12/2024	AMAZON.COM*U35302043	Split - N Hartman - PW - Computer Mouse (23.53%)	501-619356-52103-0000000	27.00
09/12/2024	AMAZON.COM*U35302043	Split - N Hartman - PW - Cleaning Wipes (76.47%)	501-619356-52206-0000000	87.73
	AMAZON.COM*U35302043 Total			114.73
09/16/2024	AMAZON.COM*V78733F33	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	8.36
	AMAZON.COM*V78733F33 Total			8.36
09/13/2024	AMAZON.COM*Z53593RK3	Split - K Brozovich - Library - Tech Supplies (45.96%)	251-712431-52210-0000000	78.17
09/13/2024	AMAZON.COM*Z53593RK3	Split - K Brozovich - Library - RIS Computer Equipment (27.02%)	251-714403-52406-0000000	45.96
09/13/2024	AMAZON.COM*Z53593RK3	Split - K Brozovich - Library - RIP Computer Equipment (27.02%)	251-711401-52406-0000000	45.96

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	AMAZON.COM*Z53593RK3 Total			170.09
09/26/2024	AMAZON.COM*ZH4VU4GA3	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	16.90
	AMAZON.COM*ZH4VU4GA3 Total			16.90
09/09/2024	AMAZON.COM*ZT2RP6VJ1	T MUEHLER - POLICE - GOLDEN ROD PAPER	101-411041-52102-0000000	24.30
	AMAZON.COM*ZT2RP6VJ1 Total			24.30
09/09/2024	AMAZON.COM*ZT4918MO1	D Gleason - Parks - SRP Work Light	555-819615-52212-0000000	57.15
	AMAZON.COM*ZT4918MO1 Total			57.15
09/06/2024	AMERICAN WATER WORKS A	T Matlick - PW - AWWA	501-618352-54402-0000000	83.00
	AMERICAN WATER WORKS A Total			83.00
09/16/2024	AMOCO#2425900JESSE'QPS	H HURTADO - MLK - MLK- BLDG VANS FILL UP	211-356041-52203-0000000	38.97
	AMOCO#2425900JESSE'QPS Total			38.97
09/20/2024	AMZN MKTP US*6583K9G73	K Brozovich - Library - Tech Services Processing Supplies	251-712431-52210-0000000	101.02
	AMZN MKTP US*6583K9G73 Total			101.02
09/23/2024	AMZN MKTP US*716U578N3	T MUEHLER - POLICE - EVIDENCE SUPPLIES	101-411041-52101-0000000	315.75
	AMZN MKTP US*716U578N3 Total			315.75
09/23/2024	AMZN MKTP US*7W5V79693	T MUEHLER - POLICE - OFFICE SUPPLIES	101-411041-52102-0000000	17.50
	AMZN MKTP US*7W5V79693 Total			17.50
09/16/2024	AMZN MKTP US*AQ9Q35XP3	K Brozovich - Library - RIP AV Material	251-713451-54305-0000000	18.99
	AMZN MKTP US*AQ9Q35XP3 Total			18.99
09/11/2024	AMZN MKTP US*DK55R1YD3	M DeMarlie - Parks - SRP Plants	555-819614-52201-0000000	239.96
	AMZN MKTP US*DK55R1YD3 Total			239.96
09/12/2024	AMZN MKTP US*KL61T4DB3	K LESHOURE - MLK - THANKSGIVING SUPPLIES INSTIT.	901-356911-52207-5330080	527.76
	AMZN MKTP US*KL61T4DB3 Total			527.76
09/17/2024	AMZN MKTP US*PF2CT9UN3	K Brozovich - Library - RIP AV Material	251-713451-54305-0000000	68.88
	AMZN MKTP US*PF2CT9UN3 Total			68.88
08/27/2024	AMZN MKTP US*R46FN1UZ1	T MUEHLER - POLICE - BUILDING SUPPLIES	101-411041-52301-0000000	29.80
	AMZN MKTP US*R46FN1UZ1 Total			29.80
08/27/2024	AMZN MKTP US*R47H62S30	M DeMarlie - Parks - Hort Blade Adapter	555-822611-52305-0000000	14.09
	AMZN MKTP US*R47H62S30 Total			14.09
08/27/2024	AMZN MKTP US*RK4TW0T62	D Driskill - Parks - Douglas Hooks	555-822601-52219-5288000	46.44
	AMZN MKTP US*RK4TW0T62 Total			46.44
08/29/2024	AMZN MKTP US*RK5H99OX0	D Gleason - Parks - SRP Gloves	555-819615-52212-0000000	55.96
	AMZN MKTP US*RK5H99OX0 Total			55.96
08/30/2024	AMZN MKTP US*RK7365J90	M DeMarlie - Parks - SRP Plants	555-819614-52201-0000000	119.98
	AMZN MKTP US*RK7365J90 Total			119.98
09/26/2024	AMZN MKTP US*V28V46T73	J Poulos - PW - Recoil Starter Rope	506-618341-52305-0000000	45.30
	AMZN MKTP US*V28V46T73 Total			45.30
09/10/2024	AMZN MKTP US*Z85DJ94S0	J Poulos - PW - Aluminum Door Closer	506-618341-52301-0000000	795.92
	AMZN MKTP US*Z85DJ94S0 Total			795.92
09/10/2024	AMZN MKTP US*Z88624LC0	K Brozovich - Library - Tech Services Processing Supplies	251-712431-52210-0000000	55.58
	AMZN MKTP US*Z88624LC0 Total			55.58
09/04/2024	AMZN MKTP US*ZT1LF4F00	S Foster - Library - Coding Game	251-713451-52211-5654522	123.40
	AMZN MKTP US*ZT1LF4F00 Total			123.40
09/09/2024	AMZN MKTP US*ZT2EX2VQ1	N Carr - Parks - RIFAC Clocks	555-867562-52212-0000000	129.86
	AMZN MKTP US*ZT2EX2VQ1 Total			129.86
09/10/2024	AMZN MKTP US*ZT50E49J1	B Kennedy - Fire - FFT - Office Equipment	222-451041-52405-0000000	159.90
	AMZN MKTP US*ZT50E49J1 Total			159.90
09/04/2024	AMZN MKTP US*ZT5MD0G22	T MUEHLER - POLICE - OFFICE SUPPLIES	101-411041-52101-0000000	31.50

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	AMZN MKTP US*ZT5MD0G22 Total			31.50
09/09/2024	AMZN MKTP US*ZT8HS9M80	T Winter - Parks - Saukie Air Filters	555-855702-52207-0000000	74.48
	AMZN MKTP US*ZT8HS9M80 Total			74.48
09/05/2024	ANTHEM SPORTS, LLC	Split - D Driskill - Parks - Benches (60.77%)	555-813501-52212-6337000	4,611.80
09/05/2024	ANTHEM SPORTS, LLC	Split - D Driskill - Parks - Douglas Mounds (30.26%)	555-822601-52212-5288000	2,295.95
09/05/2024	ANTHEM SPORTS, LLC	Split - D Driskill - Parks - Shipping (8.97%)	555-822601-53302-0000000	680.89
	ANTHEM SPORTS, LLC Total			7,588.64
08/27/2024	ARDISAM	J Poulos - PW - Carburetor, Filter Element Air Cleaner, Spark Plug	506-618341-52305-0000000	106.54
	ARDISAM Total			106.54
09/20/2024	ASCE PURCHASING	M Kane - PW - ASCE Society Membership Dues	606-615041-54402-0000000	276.00
	ASCE PURCHASING Total			276.00
09/24/2024	ATH 6001	C Lenning - Fire - Meals	101-452271-51502-0000000	25.13
09/24/2024	ATH 6001	B Lawson - Fire - Meals	101-452271-51502-0000000	46.00
09/24/2024	ATH 6001	K Klenske - Fire - Meals	101-452271-51502-0000000	35.98
09/24/2024	ATH 6001	G Jorgensen - Fire - Meals	101-452271-51502-0000000	37.72
09/24/2024	ATH 6001	N Ossman - Fire - Meals	101-452271-51502-0000000	26.00
	ATH 6001 Total			170.83
08/28/2024	BAMBULAB.US	Split - G JONES - MLK - STEAM LAB COMPUTER EQUIPMENT (82.43%)	248-356921-52406-8114683	2,898.00
08/28/2024	BAMBULAB.US	Split - G JONES - MLK - STEAM LAB SUPPLIES/EDUCATIONAL (17.57%)	248-356921-52211-8114683	617.57
08/28/2024	BAMBULAB.US	A RUIZ - MLK - STEAM LAB SUPPLIES REFUNDED	901-356921-52207-6391327	(3,900.44)
	BAMBULAB.US Total			(384.87)
08/28/2024	BENNIGAN'S-ROCK ISLAND	G Marty - Fire - Commissioner Meals	101-451041-52216-0000000	99.38
	BENNIGAN'S-ROCK ISLAND Total			99.38
08/27/2024	BEST WESTERN HOTELS	C FOREMAN - POLICE - FEDERAL TRIAL	101-414223-51502-0000000	700.60
09/16/2024	BEST WESTERN HOTELS	R Graff - Fire - Lodging	101-451271-51502-0000000	325.00
09/16/2024	BEST WESTERN HOTELS	R Graff - Fire - Lodging	101-452271-51502-0000000	325.00
09/16/2024	BEST WESTERN HOTELS	R Graff - Fire - Lodging	101-452271-51502-0000000	325.00
09/23/2024	BEST WESTERN HOTELS	R Graff - Fire - Lodging	101-452271-51502-0000000	325.00
09/23/2024	BEST WESTERN HOTELS	R Graff - Fire - Lodging	101-452271-51502-0000000	325.00
09/23/2024	BEST WESTERN HOTELS	R Graff - Fire - Lodging	101-452271-51502-0000000	325.00
	BEST WESTERN HOTELS Total			2,650.60
09/19/2024	BIG GROVE TAVERN	G Jorgensen - Fire - Meals	101-452271-51502-0000000	41.26
09/19/2024	BIG GROVE TAVERN	K Klenske - Fire - Meals	101-452271-51502-0000000	80.40
09/19/2024	BIG GROVE TAVERN	N Ossman - Fire - Meals	101-452271-51502-0000000	30.00
	BIG GROVE TAVERN Total			151.66
08/30/2024	BIRKEYS PROPHETSTOWN 0	S Harker - PW - Labor Leaking Fuel Pump	555-834751-53804-0000000	1,213.27
09/12/2024	BIRKEYS PROPHETSTOWN 0	R Thompson - Parks - Saukie Clutch, Parts	555-854701-52305-0000000	1,742.58
09/12/2024	BIRKEYS PROPHETSTOWN 0	R Thompson - Parks - Saukie Clutch, Parts	555-854701-52305-0000000	1,742.58
	BIRKEYS PROPHETSTOWN 0 Total			4,698.43
09/19/2024	BLACK HAWK COLLEGE-LUM	N Border - HR - OSHA Class	101-155041-51502-0000000	1,495.00
	BLACK HAWK COLLEGE-LUM Total			1,495.00
09/10/2024	BLASER SWEEPER COMPANY	A RUIZ - MLK - BLDG SUPPLIES NEW VACUUM	211-356941-52206-0000000	68.80
09/18/2024	BLASER SWEEPER COMPANY	A RUIZ - MLK - BLDG SUPPLIES NEW VACUUM	211-356941-52206-0000000	54.80
	BLASER SWEEPER COMPANY Total			123.60
09/13/2024	BLINK	K Steffen - Library - WM Annual Blink Plan	251-714404-53822-0000000	100.00
	BLINK Total			100.00
09/10/2024	BUFFALO WILD WNGS 3092	K Klenske - Fire - Meals	101-452271-51502-0000000	52.14
09/10/2024	BUFFALO WILD WNGS 3092	N Ossman - Fire - Meals	101-452271-51502-0000000	23.17

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09/10/2024	BUFFALO WILD WNGS 3092	C Lenning - Fire - Meals	101-452271-51502-0000000	18.37
09/10/2024	BUFFALO WILD WNGS 3092	G Jorgensen - Fire - Meals	101-452271-51502-0000000	25.28
	BUFFALO WILD WNGS 3092 Total			118.96
09/17/2024	BUFFALO WILD WNGS 3327	K Klenske - Fire - Meals	101-452271-51502-0000000	28.96
09/17/2024	BUFFALO WILD WNGS 3327	B Lawson - Fire - Meals	101-452271-51502-0000000	20.96
09/17/2024	BUFFALO WILD WNGS 3327	G Jorgensen - Fire - Meals	101-452271-51502-0000000	26.78
09/17/2024	BUFFALO WILD WNGS 3327	N Ossman - Fire - Meals	101-452271-51502-0000000	50.84
09/17/2024	BUFFALO WILD WNGS 3327	C Lenning - Fire - Meals	101-452271-51502-0000000	19.70
	BUFFALO WILD WNGS 3327 Total			147.24
09/19/2024	BUILDING AND FIRE CODE	J Briggs - Fire - FM classes	101-453281-51501-0000000	720.00
	BUILDING AND FIRE CODE Total			720.00
09/16/2024	BUNN CORP	L Pannier - Parks - Coffee Machine Repair	555-867564-53822-0000000	333.00
09/16/2024	BUNN CORP	L Pannier - Parks - Coffee Machine Repair	555-867564-53822-0000000	1.00
	BUNN CORP Total			334.00
09/24/2024	CACTUS GRILL	C Lenning - Fire - Meals	101-452271-51502-0000000	15.01
09/24/2024	CACTUS GRILL	B Lawson - Fire - Meals	101-452271-51502-0000000	8.01
09/24/2024	CACTUS GRILL	G Jorgensen - Fire - Meals	101-452271-51502-0000000	9.00
09/24/2024	CACTUS GRILL	K Klenske - Fire - Meals	101-452271-51502-0000000	14.00
09/24/2024	CACTUS GRILL	N Ossman - Fire - Meals	101-452271-51502-0000000	19.01
09/25/2024	CACTUS GRILL	C Lenning - Fire - Meals	101-452271-51502-0000000	9.01
09/25/2024	CACTUS GRILL	B Lawson - Fire - Meals	101-452271-51502-0000000	15.01
09/25/2024	CACTUS GRILL	G Jorgensen - Fire - Meals	101-452271-51502-0000000	9.00
09/25/2024	CACTUS GRILL	K Klenske - Fire - Meals	101-452271-51502-0000000	17.00
09/25/2024	CACTUS GRILL	N Ossman - Fire - Meals	101-452271-51502-0000000	19.00
	CACTUS GRILL Total			134.05
09/25/2024	CALICO CONSTRUCTION PR	Split - Winter Parks Saukie concrete sealer (22.03%)	555-855702-52301-0000000	226.06
09/25/2024	CALICO CONSTRUCTION PR	Split - Winter Parks HS concrete sealer (77.97%)	555-835753-52301-0000000	800.00
	CALICO CONSTRUCTION PR Total			1,026.06
08/29/2024	CAMELOT CAMPGROUND QUA	R Graff - Fire - Propane	101-451295-52203-0000000	17.00
	CAMELOT CAMPGROUND QUA Total			17.00
08/27/2024	CARPARTSCOM *	T Munson - PW - Driver Side Rear Lower Quarter Panel	601-617364-52305-0000000	88.19
	CARPARTSCOM * Total			88.19
09/11/2024	CGIRESULTS.COM	T Osing - CED - Registration for the APA IL Chapter Conference	101-313811-51502-0000000	450.00
	CGIRESULTS.COM Total			450.00
09/13/2024	CHIPOTLE 0771	C Lenning - Fire - Meals	101-452271-51502-0000000	16.61
09/13/2024	CHIPOTLE 0771	K Klenske - Fire - Meals	101-452271-51502-0000000	33.23
09/13/2024	CHIPOTLE 0771	N Ossman - Fire - Meals	101-452271-51502-0000000	14.72
09/18/2024	CHIPOTLE 0771	N Ossman - Fire - Meals	101-452271-51502-0000000	30.66
	CHIPOTLE 0771 Total			95.22
09/18/2024	CIRCLE K 01301	N Ossman - Fire - Meals	101-452271-51502-0000000	10.60
	CIRCLE K 01301 Total			10.60
08/28/2024	COLUMN PUBLIC NOTICE	M Holderfield - CED - Newspaper Article for 2024 Annual Action Plan for CD	242-311041-53112-6196244	168.26
09/10/2024	COLUMN PUBLIC NOTICE	M Holderfield - CED - Newspaper article for Planning & Zoning Division	101-313811-53402-0000000	85.31
	COLUMN PUBLIC NOTICE Total			253.57
08/29/2024	CORRIDOR BUSINESS JOUR	A Campbell - Library - 40 Under 40 Table	251-711041-54401-0000000	598.00
	CORRIDOR BUSINESS JOUR Total			598.00
09/18/2024	COUNTRY INN BY CARLSON	C FOREMAN - POLICE - TRAINING	101-414223-51502-0000000	238.70
	COUNTRY INN BY CARLSON Total			238.70

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09/25/2024	CULVERS OF E PEORIA	T Osing - CED - Meal During the APA IL Chapter Conference	101-313811-51502-0000000	12.90
	CULVERS OF E PEORIA Total			12.90
09/24/2024	CULVERS OF NEIL ST	B Lawson - Fire - Meals	101-452271-51502-0000000	10.79
	CULVERS OF NEIL ST Total			10.79
09/13/2024	D J*WSJ	C Skolrood - Admin - WSJ Online Subscription	101-122041-54301-0000000	8.00
	D J*WSJ Total			8.00
09/25/2024	DAVENPORT IA CITY	M DeMarlie - Parks - Hort Compost	555-822611-52201-0000000	50.00
	DAVENPORT IA CITY Total			50.00
09/09/2024	DELTA	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	849.96
09/20/2024	DELTA	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	39.99
09/26/2024	DELTA	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	35.00
	DELTA Total			924.95
09/02/2024	DIGICERT	N Goetz - IT - www3.rigov.org Certificate	101-256081-53803-0000000	168.00
09/26/2024	DIGICERT	N Goetz - IT - SSL Certificate renewal	101-256081-53803-0000000	158.31
	DIGICERT Total			326.31
09/02/2024	DIGITIZING SERVICES	N PAULEY - POLICE - DECALS	101-414223-51401-6455000	18.00
09/02/2024	DIGITIZING SERVICES	N PAULEY - POLICE - DECALS	101-414223-51401-6455000	20.00
	DIGITIZING SERVICES Total			38.00
09/12/2024	DNH*GODADDY#3292028933	A Campbell - Library - Website Domain Renewal	251-712421-53823-0000000	23.17
	DNH*GODADDY#3292028933 Total			23.17
09/09/2024	DOLLAMUR SPORTS SURFAC	C FOREMAN - POLICE - FLOORING	101-414229-56404-0000000	7,937.00
	DOLLAMUR SPORTS SURFAC Total			7,937.00
09/18/2024	DOLLAR-GENERAL #4112	L TRICE - MLK - ASP YOUTH FOODS/MEALS	906-356921-52216-5332404	20.45
	DOLLAR-GENERAL #4112 Total			20.45
09/04/2024	DOLLARTREE	N Carr - Parks - RIFAC Birthday	555-867564-52212-0000000	1.00
09/25/2024	DOLLARTREE	K Kuykendall - Library - Comfort Cart Supplies	251-711041-52103-0000297	28.75
09/26/2024	DOLLARTREE	L Lockheart - Library - Food for Event	251-711041-52216-0000000	5.75
	DOLLARTREE Total			35.50
09/20/2024	DOUBLE AS	C Jacobs - Fire - Conference Meals	101-453281-51502-0000000	56.00
	DOUBLE AS Total			56.00
09/12/2024	DOUBLETREE	J Sager - Finance - Hotel for IGFOA Conference	101-211041-51502-0000000	417.24
	DOUBLETREE Total			417.24
09/06/2024	DUNKIN #356648	A Rasmussen - HR - Water & Coffee for Drug and Alcohol Training	101-155101-52216-0000000	43.98
	DUNKIN #356648 Total			43.98
08/27/2024	EBAY O*02-12000-14615	R Vidmar - PW - Hydraulic Brake Line for #2389	601-617364-52305-0000000	62.09
	EBAY O*02-12000-14615 Total			62.09
09/11/2024	EBAY O*21-12041-48400	T Munson - PW - Recoil Starter Handle	601-617364-52305-0000000	11.94
	EBAY O*21-12041-48400 Total			11.94
09/11/2024	EBAY O*21-12041-48401	T Munson - PW - Starter Recoil Assembly	601-617364-52305-0000000	134.00
	EBAY O*21-12041-48401 Total			134.00
09/04/2024	EFOODHANDLERS	D Gleason - Parks - Preschool Food Handler	555-867501-54206-0000000	39.75
	EFOODHANDLERS Total			39.75
09/25/2024	EIG*CONSTANTCONTACT.CO	A RUIZ - MLK - CONSTANT CONTACT WEEKLY NEWSLETTER	901-356921-53112-6302030	41.00
	EIG*CONSTANTCONTACT.CO Total			41.00
08/27/2024	EZ POOL & SPA SUPPLY L	J Riner - PW - Main Drain Covers	555-867562-52301-0000000	659.40
09/23/2024	EZ POOL & SPA SUPPLY L	J Riner - PW - Credit for Returned Chains	555-867562-52301-0000000	(352.74)
	EZ POOL & SPA SUPPLY L Total			306.66
09/02/2024	FACEBK *J6LX95M4Z2	C Roelf - Parks - Rec Ads	555-813501-53401-0000000	100.00

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	FACEBK *J6LX95M4Z2 Total			100.00
09/20/2024	FACEBK *PGK7H9C2C2	L Lockheart - Library - General Ads	251-711041-53401-0000000	4.16
	FACEBK *PGK7H9C2C2 Total			4.16
09/02/2024	FACEBK *PSME6C43C2	L Lockheart - Library - Facebook Advertisement	251-711041-53401-0000000	5.00
	FACEBK *PSME6C43C2 Total			5.00
09/12/2024	FACEBK *UK5FTC43C2	Split - L Lockheart - Library - General Ads (64.82%)	251-711041-53401-0000000	18.35
09/12/2024	FACEBK *UK5FTC43C2	Split - L Lockheart - Library - MH Ads (35.18%)	251-711041-54501-0000297	9.96
	FACEBK *UK5FTC43C2 Total			28.31
09/11/2024	FEDEX OFFIC64000006403	J Riner - PW - FedEx Service	101-616041-53301-0000000	35.77
	FEDEX OFFIC64000006403 Total			35.77
09/25/2024	FIVE GUYS PA 1665 QSR	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	25.70
	FIVE GUYS PA 1665 QSR Total			25.70
09/23/2024	FULL CIRCLE PADDING IN	J Glidewell - PW - Rotary Torso Parts, Knee Wear Cover, Head Bolt	555-867564-52410-0000000	105.33
	FULL CIRCLE PADDING IN Total			105.33
09/12/2024	FUN EXPRESS	D Gleason - Parks - SRP Fright Night	555-819615-52212-6299000	826.76
09/16/2024	FUN EXPRESS	D Gleason - Parks - SRP Fright Night	555-819615-52212-6299000	239.88
	FUN EXPRESS Total			1,066.64
09/11/2024	GIH*GLOBALINDUSTRIALEQ	J Riner - PW - Water Sentry Replacement Filter, Bottle Filling Station	555-822601-52301-0000000	1,386.73
09/19/2024	GIH*GLOBALINDUSTRIALEQ	J Riner - PW - Steel Slat Park Bench	101-616601-52301-0000000	755.09
	GIH*GLOBALINDUSTRIALEQ Total			2,141.82
09/02/2024	GOOGLE ADS5976596107	C Roelf - Parks - WWJ Ads	555-818551-53401-0000000	239.49
	GOOGLE ADS5976596107 Total			239.49
09/23/2024	GOOGLE*ADS5976596107	C Roelf - Parks - Saukie Ads	555-855702-53401-0000000	500.00
	GOOGLE*ADS5976596107 Total			500.00
09/25/2024	GOPHER FAMILY BRANDS	A RUIZ - MLK - STEAM LAB EDUCATIONAL SUPPLIES	248-356921-52211-8114683	816.70
	GOPHER FAMILY BRANDS Total			816.70
09/11/2024	GRAINGER	D Gleason - Parks - SRP Marking Paint	555-819615-52212-0000000	62.92
09/11/2024	GRAINGER	J Poulos - PW - Water Hose	506-618343-52305-0000000	701.28
09/12/2024	GRAINGER	D Gleason - Parks - SRP Gloves	555-819615-52212-0000000	22.58
09/12/2024	GRAINGER	D Gleason - Parks - SRP Gloves	555-819615-52212-0000000	93.89
09/16/2024	GRAINGER	N Hartman - PW - Barricade Tape, Duct Tape	506-619346-52306-0000000	330.36
09/24/2024	GRAINGER	N Hartman - PW - Displacement Connectors	501-613358-52304-0000000	335.85
09/24/2024	GRAINGER	J Poulos - PW - Hose Adapters, Worm Gear Hose Clamps	506-618343-52305-0000000	52.34
09/26/2024	GRAINGER	N Hartman - PW - D-Batteries	501-619356-52103-0000000	59.04
	GRAINGER Total			1,658.26
08/28/2024	GRATE IDEAS	J Riner - PW - PVC Grates	101-616614-52303-0000000	880.20
	GRATE IDEAS Total			880.20
09/23/2024	H TO O SUPPLY	N Hartman - PW - Valve Box Auger	501-619121-52401-0000000	209.99
	H TO O SUPPLY Total			209.99
08/28/2024	HAMPTON INN HOTELS	C FOREMAN - POLICE - TRAINING	101-414223-51502-0000000	237.54
09/19/2024	HAMPTON INN HOTELS	B Kennedy - Fire - FFT - Lodging	222-451041-51502-0000000	125.19
09/20/2024	HAMPTON INN HOTELS	B Kennedy - Fire - FFT - Lodging	222-451041-51502-0000000	250.38
09/20/2024	HAMPTON INN HOTELS	B Kennedy - Fire - FFT - Lodging	222-451041-51502-0000000	250.38
	HAMPTON INN HOTELS Total			863.49
08/29/2024	HANDY TRUE VALUE HARDW	D Gleason - Parks - SRP Thurs Groove Cords, Hardware	555-819615-52212-6295000	13.85
08/29/2024	HANDY TRUE VALUE HARDW	K Syslo - PW - Box Fan	501-618121-52305-0000000	21.99
08/30/2024	HANDY TRUE VALUE HARDW	K Syslo - PW - Wire Brushes, Fasteners	501-618121-52401-0000000	11.93
09/02/2024	HANDY TRUE VALUE HARDW	K Syslo - PW - Indoor Fogger	501-618352-52219-0000000	35.97

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09/02/2024	HANDY TRUE VALUE HARDW	J Poulos - PW - Room Air Conditioner	506-618341-52103-0000000	449.00
09/02/2024	HANDY TRUE VALUE HARDW	J Poulos - PW - Nipples, Coupling, Fasteners	506-618341-52305-0000000	11.16
09/02/2024	HANDY TRUE VALUE HARDW	D Driskill - Parks - Douglas Soccer Tape, Rope	555-822601-52212-5288000	30.48
09/05/2024	HANDY TRUE VALUE HARDW	W Conger - PW - 2 Shovels	506-619346-52401-0000000	55.98
09/05/2024	HANDY TRUE VALUE HARDW	D Driskill - Parks - Douglas Anchor chain	555-822601-52212-5288000	48.78
09/13/2024	HANDY TRUE VALUE HARDW	W Conger - PW - 2 Shovels	506-619346-52401-0000000	55.98
09/13/2024	HANDY TRUE VALUE HARDW	Split - J Poulos - PW - Washers, Hex Nuts, Rod (76.19%)	506-618343-52305-0000000	44.77
09/13/2024	HANDY TRUE VALUE HARDW	Split - J Poulos - PW - Screwdriver (23.81%)	506-618343-52401-0000000	13.99
09/16/2024	HANDY TRUE VALUE HARDW	K Syslo - PW - Key	501-618352-52305-0000000	1.99
09/16/2024	HANDY TRUE VALUE HARDW	K Syslo - PW - Key	501-618352-52305-0000000	1.99
09/16/2024	HANDY TRUE VALUE HARDW	J Poulos - PW - Fasteners	506-618343-52305-0000000	5.12
09/16/2024	HANDY TRUE VALUE HARDW	D Gleason - Parks - SRP Thurs Groove	555-819615-52212-6295000	68.99
09/19/2024	HANDY TRUE VALUE HARDW	J Poulos - PW - Drill Bit	506-618121-52305-0000000	9.99
09/19/2024	HANDY TRUE VALUE HARDW	J Poulos - PW - Electrical Tape, Wire, Connectors	506-618341-52304-0000000	105.74
09/19/2024	HANDY TRUE VALUE HARDW	T Winter - Parks - Saukie Cable Ties, Signs	555-855702-52212-0000000	17.55
09/23/2024	HANDY TRUE VALUE HARDW	V SPINSBY - POLICE - BUILDING SUPPLIES	101-411041-52301-0000000	1.99
09/23/2024	HANDY TRUE VALUE HARDW	Split - J Poulos - PW - Hose, Gauge, Nipples, Valves, Tees, Tape (77.96%)	506-618343-52303-0000000	106.06
09/23/2024	HANDY TRUE VALUE HARDW	Split - J Poulos - PW - Tire Inflator (22.04%)	506-618343-52401-0000000	29.99
09/23/2024	HANDY TRUE VALUE HARDW	Split - J Poulos - PW - Nipples, Ball Valves (26.21%)	506-618121-52303-0000000	49.56
09/23/2024	HANDY TRUE VALUE HARDW	Split - J Poulos - PW - Plastic Hose (73.79%)	506-618343-52303-0000000	139.50
09/25/2024	HANDY TRUE VALUE HARDW	J Hampsey - PW - Couplings, Clamps, Discharge Hose Kit	501-618352-52305-0000000	35.13
09/26/2024	HANDY TRUE VALUE HARDW	J Poulos - PW - Glass Cleaner	506-618121-52206-0000000	8.28
	HANDY TRUE VALUE HARDW Total			1,375.76
09/10/2024	HARBOR FREIGHT TOOLS34	Split - B Bybee - PW - Tarp (24.06%)	506-618343-52305-0000000	12.99
09/10/2024	HARBOR FREIGHT TOOLS34	Split - B Bybee - PW - Funnel Set, Trolley Jack (75.94%)	506-618343-52401-0000000	40.99
09/26/2024	HARBOR FREIGHT TOOLS34	I Pena - Fire - Hand tools	101-452271-52401-0000000	70.47
	HARBOR FREIGHT TOOLS34 Total			124.45
09/17/2024	HARVEST MARKET 572	G Jorgensen - Fire - Meals	101-452271-51502-0000000	14.93
09/17/2024	HARVEST MARKET 572	K Klenske - Fire - Meals	101-452271-51502-0000000	16.01
09/18/2024	HARVEST MARKET 572	K Klenske - Fire - Meals	101-452271-51502-0000000	31.74
09/19/2024	HARVEST MARKET 572	C Lenning - Fire - Meals	101-452271-51502-0000000	10.58
	HARVEST MARKET 572 Total			73.26
09/23/2024	HCIFITNESS.CO	J Glidewell - PW - Fitness Seat Base Bushing, Seat Support	555-867564-52410-0000000	185.90
	HCIFITNESS.CO Total			185.90
09/04/2024	HILTON	G JONES - MLK - REFUND ON SUP PROF. DEVELOPMENT	906-356921-51502-5323505	(103.33)
	HILTON Total			(103.33)
09/19/2024	HILTON GARDEN INN	C FOREMAN - POLICE - TRAINING	101-414223-51502-0000000	321.00
	HILTON GARDEN INN Total			321.00
09/16/2024	HOBBY-LOBBY #535	M Gonzalez - Parks - Preschool Camp	555-867501-52212-6184000	19.08
	HOBBY-LOBBY #535 Total			19.08
09/20/2024	HOLIDAY INNS	G Marty - Fire - Fire Inv Conf Lodging	101-453281-51502-0000000	375.57
	HOLIDAY INNS Total			375.57
09/12/2024	HOMEDEPOT.COM	K Steffen - Library - Snow Blower	251-711401-52402-0000000	159.00
09/13/2024	HOMEDEPOT.COM	K Steffen - Library - Lawn Trimmer	251-711401-52402-0000000	159.00
	HOMEDEPOT.COM Total			318.00
09/10/2024	HUCK'S FOOD & FUEL S	C Lenning - Fire - Meals	101-452271-51502-0000000	14.39
09/24/2024	HUCK'S FOOD & FUEL S	C Lenning - Fire - Meals	101-452271-51502-0000000	13.56
09/24/2024	HUCK'S FOOD & FUEL S	N Ossman - Fire - Meals	101-452271-51502-0000000	6.72

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	HUCK'S FOOD & FUEL S Total			34.67
09/11/2024	HYATT HOTELS	M Brainard - CED - Hotel for American Planning Association IL Conference	101-313811-51502-0000000	1,068.13
09/23/2024	HYATT HOTELS	S Gange - C Clerk - IML Conference Hotel for M Poulos	101-116041-51502-0000000	784.38
09/23/2024	HYATT HOTELS	S Gange - C Clerk - IML Conference Hotel for M Thoms	101-118041-54401-0000000	773.55
09/23/2024	HYATT HOTELS	S Gange - C Clerk - IML Conference Hotel for S Gange	101-131041-51502-0000000	368.71
09/23/2024	HYATT HOTELS	L Day - Attorney - IML Conference Hotel	101-123041-51502-0000000	737.42
09/23/2024	HYATT HOTELS	C Skolrood - Admin - IML Conference Hotel for S Hayden	101-122041-51502-0000000	796.12
	HYATT HOTELS Total			4,528.31
09/23/2024	HYATT REGENCY CHICAGO	Split - S Gange - C Clerk - IML Conference Lunch (32.54%)	101-131041-51502-0000000	22.67
09/23/2024	HYATT REGENCY CHICAGO	Split - S Gange - C Clerk - IML Conference Lunch Mayor Thoms (67.46%)	101-118041-54401-0000000	47.00
09/23/2024	HYATT REGENCY CHICAGO	S Gange - C Clerk - IML Conference Dinner	101-131041-51502-0000000	18.76
	HYATT REGENCY CHICAGO Total			88.43
09/23/2024	HY-VEE BLOOMINGTON 103	K Klenske - Fire - Meals	101-452271-51502-0000000	93.63
	HY-VEE BLOOMINGTON 103 Total			93.63
09/16/2024	HY-VEE F&F SILVIS 5600	B Lawson - Fire - Meals	101-452271-51502-0000000	14.59
09/16/2024	HY-VEE F&F SILVIS 5600	C Lenning - Fire - Meals	101-452271-51502-0000000	5.13
09/16/2024	HY-VEE F&F SILVIS 5600	N Ossman - Fire - Meals	101-452271-51502-0000000	9.96
	HY-VEE F&F SILVIS 5600 Total			29.68
09/02/2024	HY-VEE MILAN 1415	T Winter - Parks - HS Food	555-835753-52501-0000000	114.99
09/02/2024	HY-VEE MILAN 1415	J Moore - Parks - HS Food	555-835753-52501-0000000	71.77
09/03/2024	HY-VEE MILAN 1415	T Winter - Parks - HS Food	555-835753-52501-0000000	184.85
09/04/2024	HY-VEE MILAN 1415	J Moore - Parks - HS Food	555-835753-52501-0000000	162.95
09/09/2024	HY-VEE MILAN 1415	T Winter - Parks - HS Food	555-835753-52501-0000000	35.86
09/09/2024	HY-VEE MILAN 1415	J Moore - Parks - HS Food	555-835753-52501-0000000	28.71
09/16/2024	HY-VEE MILAN 1415	J Moore - Parks - HS Food	555-835753-52501-0000000	40.15
09/19/2024	HY-VEE MILAN 1415	T Winter - Parks - HS Food	555-835753-52501-0000000	51.66
09/23/2024	HY-VEE MILAN 1415	J Moore - Parks - HS Food	555-835753-52501-0000000	56.11
	HY-VEE MILAN 1415 Total			747.05
08/30/2024	HY-VEE MOLINE 1416	H Gray - Parks - Preschool Food	555-867501-52216-0000000	771.84
09/05/2024	HY-VEE MOLINE 1416	N RUSH - MLK- FAC CLIENT SERVICES	905-356921-52207-0000440	100.00
09/06/2024	HY-VEE MOLINE 1416	H Gray - Parks - Preschool Food	555-867501-52216-0000000	619.96
09/16/2024	HY-VEE MOLINE 1416	H Gray - Parks - Preschool Food	555-867501-52216-0000000	771.96
09/20/2024	HY-VEE MOLINE 1416	H Gray - Parks - Preschool Food	555-867501-52216-0000000	791.96
	HY-VEE MOLINE 1416 Total			3,055.72
09/26/2024	HY-VEE RCK ISLAND F&F	D Gleason - Parks - SRP Thurs Groove	555-819615-52212-6295000	49.98
	HY-VEE RCK ISLAND F&F Total			49.98
08/30/2024	HY-VEE ROCK ISLAND 154	N Carr - Parks - WWJ Food	555-818551-52501-0000000	25.60
09/02/2024	HY-VEE ROCK ISLAND 154	N Carr - Parks - WWJ Food	555-818551-52501-0000000	26.97
09/03/2024	HY-VEE ROCK ISLAND 154	D Lesley - Parks - Saukie Food	555-855702-52501-0000000	36.90
09/06/2024	HY-VEE ROCK ISLAND 154	A Rasmussen - HR - Snacks During Drug and Alcohol Training	101-155101-52216-0000000	46.09
09/09/2024	HY-VEE ROCK ISLAND 154	N Carr - Parks - Food	555-867564-52501-0000000	10.00
09/09/2024	HY-VEE ROCK ISLAND 154	N Carr - Parks - RIFAC Daytrippers Food	555-867565-52216-6151000	18.46
09/09/2024	HY-VEE ROCK ISLAND 154	J Gripp - Parks - SRP RWB Food	555-819615-52216-6139000	15.88
09/09/2024	HY-VEE ROCK ISLAND 154	D Lesley - Parks - Saukie Food	555-855702-52501-0000000	36.90
09/10/2024	HY-VEE ROCK ISLAND 154	K Kuykendall - Library - Food for Program	251-711041-52216-0000000	33.16
09/17/2024	HY-VEE ROCK ISLAND 154	A Campbell - Library - Food for Program	251-711041-52216-0000000	11.87
09/18/2024	HY-VEE ROCK ISLAND 154	N RUSH - MLK- FAC CLIENT SERVICES	905-356921-52207-0000440	125.00
09/20/2024	HY-VEE ROCK ISLAND 154	A RUIZ - MLK - WER HIGH SCHOOL CLUB FOOD/MEALS	901-356921-52216-6525039	203.22

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09/20/2024	HY-VEE ROCK ISLAND 154	A Campbell - Library - Food for Program	251-711041-52216-0000000	15.06
09/24/2024	HY-VEE ROCK ISLAND 154	K Kuykendall - Library - Food for Program	251-711041-52216-0000000	5.99
09/24/2024	HY-VEE ROCK ISLAND 154	L Lockheart - Library - Food for Event	251-711041-52216-0000000	63.19
09/25/2024	HY-VEE ROCK ISLAND 154	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	21.42
09/25/2024	HY-VEE ROCK ISLAND 154	L Lockheart - Library - Food for Event	251-711041-52216-0000000	81.96
	HY-VEE ROCK ISLAND 154 Total			777.67
09/12/2024	IDA DOWNTOW	D Parker - Alderperson - IDA Conference Workshop	101-115041-51502-0000000	90.00
	IDA DOWNTOW Total			90.00
09/10/2024	ILLINOIS ASSOCIATION O	K Kruse - Parks - IPRA Conference	555-811041-51502-0000000	330.00
	ILLINOIS ASSOCIATION O Total			330.00
09/26/2024	ILLINOIS AWWA	Split - T Matlick - PW - AWWA 2024 Fall Regulatory (66.67%)	501-618041-51502-0000000	234.00
09/26/2024	ILLINOIS AWWA	Split - T Matlick - PW - AWWA 2024 Fall Regulatory (33.33%)	501-619041-51502-0000000	117.00
	ILLINOIS AWWA Total			351.00
09/11/2024	ILLINOIS CITY COUNTY M	T Thompson - Admin - ILCMA Corporate Membership	101-122041-54402-0000000	413.25
	ILLINOIS CITY COUNTY M Total			413.25
09/04/2024	ILLINOIS LIBRARY ASSOC	N Simmons - Library - ILA Conference	251-711041-51502-0000000	250.00
	ILLINOIS LIBRARY ASSOC Total			250.00
09/11/2024	ILLOWA COUNCIL OF BOY	N PAULEY - POLICE - EXPLORERS	101-413215-51401-0000000	100.00
09/11/2024	ILLOWA COUNCIL OF BOY	N PAULEY - POLICE - EXPLORERS	101-413215-51401-0000000	62.00
09/20/2024	ILLOWA COUNCIL OF BOY	Split - N PAULEY - POLICE - EXPLORERS (39.52%)	101-413215-51401-0000000	98.00
09/20/2024	ILLOWA COUNCIL OF BOY	Split - N PAULEY - POLICE - EXPLORERS (60.48%)	101-414229-56404-0000000	150.00
	ILLOWA COUNCIL OF BOY Total			410.00
09/10/2024	IN *J & J ACCESS & SEC	H HURTADO - MLK - INV 58195 DOOR KEYS/TAGS	211-356941-52301-0000000	113.40
09/10/2024	IN *J & J ACCESS & SEC	H HURTADO - MLK - INV 60041 DOOR REPAIR	211-356941-52301-0000000	212.50
09/24/2024	IN *J & J ACCESS & SEC	H HURTADO - MLK - MLK DOOR & LOCK REPAIR INV 60221	211-356941-52207-0000000	185.00
	IN *J & J ACCESS & SEC Total			510.90
09/05/2024	IN *NAHANT MARSH EDUCA	N Carr - Parks - Adventure Camp Field Trip	555-813531-53110-0000000	180.00
	IN *NAHANT MARSH EDUCA Total			180.00
09/23/2024	JIMMY JOHNS - 2825	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	14.84
	JIMMY JOHNS - 2825 Total			14.84
09/06/2024	JOHNSON HLTH TECH-CRP	J Glidewell - PW - Steel Rope	555-867564-52410-0000000	111.19
09/09/2024	JOHNSON HLTH TECH-CRP	J Glidewell - PW - Fasteners, Parts	555-867564-52410-0000000	586.74
	JOHNSON HLTH TECH-CRP Total			697.93
09/10/2024	KSU CASHIERS OFFICE IV	K Steffen - Library - Radon Tests	251-711401-52301-0000000	34.00
	KSU CASHIERS OFFICE IV Total			34.00
09/02/2024	LAKESHORE LEARNING MAT	H HURTADO - MLK - STEAM LAB EDUCATIONAL SUPPLIES	248-356921-52211-8114683	2,869.25
09/11/2024	LAKESHORE LEARNING MAT	H HURTADO - MLK - SHIPPING COSTS REFUND ON INV 595621142	248-356921-52211-8114683	(374.25)
	LAKESHORE LEARNING MAT Total			2,495.00
08/29/2024	LEE NEWS SUBSCRIPTION	C Skolrood - Admin - Rock Island Dispatch Online Subscription	101-122041-54301-0000000	19.99
	LEE NEWS SUBSCRIPTION Total			19.99
09/13/2024	LINDQUIST FORD INC.	B Carothers - PW - Bolt	601-617364-52305-0000000	9.75
	LINDQUIST FORD INC. Total			9.75
09/09/2024	LITTLE CAESARS 3320-00	M Melody - Parks - RIFAC Staff Lunch	555-867564-52216-0000000	24.17
09/20/2024	LITTLE CAESARS 3320-00	L TRICE - MLK - ASP YOUTH LUNCH MEALS	906-356921-52216-5332404	89.90
09/20/2024	LITTLE CAESARS 3320-00	L TRICE - MLK - YOUTH ASP LUNCH/MEALS	906-356921-52216-5332404	19.99
	LITTLE CAESARS 3320-00 Total			134.06
09/18/2024	LONGHORN STEAK 0125266	C Jacobs - Fire - Conference Meals	101-453281-51502-0000000	210.00
	LONGHORN STEAK 0125266 Total			210.00

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09/23/2024	LOVE'S #0859 INSIDE	S Gange - C Clerk - IML Conference Breakfast	101-131041-51502-0000000	8.92
	LOVE'S #0859 INSIDE Total			8.92
08/30/2024	LOWES #00104*	D Knoles - PW - Self-lock Evolution 30 ft. Auto Lock Tape Measure (2)	507-619348-52301-0000000	26.00
09/04/2024	LOWES #00104*	J Glidewell - PW - Credit/Returned Wheel	101-616601-52301-0000000	(38.98)
09/04/2024	LOWES #00104*	J Glidewell - PW - Credit/Returned Wheel	101-616601-52301-0000000	(38.98)
09/11/2024	LOWES #00104*	Split - D Driskill - Parks - Douglas Grinder (38.48%)	555-822601-52402-5288000	99.00
09/11/2024	LOWES #00104*	Split - D Driskill - Parks - Douglas Soccer Goals, Paints (61.52%)	555-822601-52302-5288000	158.28
09/12/2024	LOWES #00104*	J Jordan - PW - Snap Rings, Couplings	101-616601-52303-0000000	47.65
09/20/2024	LOWES #00104*	J Jordan - PW - Small Tools and Equipment	101-616601-52401-0000000	81.20
09/23/2024	LOWES #00104*	K Steffen - Library - Building Supplies	251-711401-52301-0000000	33.46
	LOWES #00104* Total			367.63
09/16/2024	LOWES #00107*	H HURTADO - MLK - STEAM LAB SUPPLIES LOCKS	901-356921-52207-6391327	34.60
	LOWES #00107* Total			34.60
08/27/2024	MACOLABELS.COM	I Pena - Fire - Supplies	101-452271-52401-0000000	37.75
	MACOLABELS.COM Total			37.75
09/02/2024	MAILBOXES AND PARCEL D	T Winter - Parks - HS Package Return	555-835753-53201-0000000	12.90
	MAILBOXES AND PARCEL D Total			12.90
09/17/2024	MCDONALD'S F1018	B Lawson - Fire - Meals	101-452271-51502-0000000	11.13
	MCDONALD'S F1018 Total			11.13
09/26/2024	MCDONALD'S F12182	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	9.73
	MCDONALD'S F12182 Total			9.73
09/11/2024	MCDONALD'S F36213	D Parker - Alderperson - Professional Development Trip	101-115041-51502-0000000	7.00
	MCDONALD'S F36213 Total			7.00
09/03/2024	MEDIACOM BRO*	B Kennedy - Fire - FFT - Cable	222-451041-53706-0000000	61.96
09/04/2024	MEDIACOM BRO*	B Kennedy - Fire - FFT - Cable	222-451041-53706-0000000	61.96
09/10/2024	MEDIACOM BRO*	B Kennedy - Fire - FFT - Cable	222-451041-53706-0000000	61.96
09/13/2024	MEDIACOM BRO*	B Kennedy - Fire - FFT - Cable	222-451041-53706-0000000	61.96
	MEDIACOM BRO* Total			247.84
08/29/2024	MELIN AGENCIES LLC - T	T Mendoza - PW - License Registrations - Vehicles #592-#601; #1214-#1219	601-617364-54206-0000000	708.64
	MELIN AGENCIES LLC - T Total			708.64
09/02/2024	MENARDS MOLINE IL	T Winter - Parks - HS Lamp, Wand, Etc	555-835753-52301-0000000	15.54
09/02/2024	MENARDS MOLINE IL	K Steffen - Library - Window Cranks	251-711401-52301-0000000	36.28
09/02/2024	MENARDS MOLINE IL	K Steffen - Library - Window Screens	251-711401-52301-0000000	33.38
09/02/2024	MENARDS MOLINE IL	D Knoles - PW - Smartside Lap Textured Strand	507-619348-52301-0000000	78.05
09/09/2024	MENARDS MOLINE IL	R Graff - Fire - Bldg Materials	101-451292-52301-0000000	128.97
09/13/2024	MENARDS MOLINE IL	T Winter - Parks - HS Cord, Lamp Socket	555-835753-52301-0000000	79.88
09/16/2024	MENARDS MOLINE IL	Split - A McDowell - Parks - Douglas Cables (76.65%)	555-822601-52212-5288000	47.96
09/16/2024	MENARDS MOLINE IL	Split - A McDowell - Parks - Douglas blue box (14.37%)	555-822601-52207-5288000	8.99
09/16/2024	MENARDS MOLINE IL	Split - A McDowell - Parks - Douglas mouse traps (8.98%)	555-822601-52219-5288000	5.62
09/18/2024	MENARDS MOLINE IL	I Pena - Fire - Hand Tool	101-451291-52401-0000000	24.14
09/18/2024	MENARDS MOLINE IL	Split - K Steffen - Library - Cleaning Supplies (26.54%)	251-714403-52206-0000000	12.77
09/18/2024	MENARDS MOLINE IL	Split - K Steffen - Library - Building Supplies (73.46%)	251-711401-52201-0000000	35.35
09/23/2024	MENARDS MOLINE IL	Split - M DeMarlie - Parks - Hort Stand Fan (20.67%)	555-822611-52301-0000000	134.98
09/23/2024	MENARDS MOLINE IL	Split - M DeMarlie - Parks - Posts (79.33%)	555-822601-52301-0000000	517.93
09/26/2024	MENARDS MOLINE IL	I Pena - Fire - Returned Hand tool	101-451291-52401-0000000	(24.14)
	MENARDS MOLINE IL Total			1,135.70
08/27/2024	MOBILE BEACON	K Brozovich - Library - RIS Hotspot Renewal	251-714403-54305-0000000	120.00
09/09/2024	MOBILE BEACON	Split - K Brozovich - Library - RIP Hotspot Data Plan (20%)	251-713451-54305-0000000	240.00

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09/09/2024	MOBILE BEACON	Split - K Brozovich - Library - RIS Hotspot Data Plan (10%)	251-714403-54305-0000000	120.00
09/09/2024	MOBILE BEACON	Split - K Brozovich - Library - RIZ Hotspot Data Plan (70%)	251-714404-54305-0000000	840.00
09/09/2024	MOBILE BEACON	K Brozovich - Library - RIP Hotspot Replacement	251-713451-54305-0000000	198.00
09/09/2024	MOBILE BEACON	Split - K Brozovich - Library - RIS Hotspot Replacement (66.67%)	251-714403-54305-0000000	132.00
09/09/2024	MOBILE BEACON	Split - K Brozovich - Library - RIZ Hotspot Replacement (33.33%)	251-714404-54305-0000000	66.00
	MOBILE BEACON Total			1,716.00
09/12/2024	MOES SW GRILL #100373	G Jorgensen - Fire - Meals	101-452271-51502-0000000	13.80
09/12/2024	MOES SW GRILL #100373	B Lawson - Fire - Meals	101-452271-51502-0000000	12.80
09/16/2024	MOES SW GRILL #100373	B Lawson - Fire - Meals	101-452271-51502-0000000	25.60
09/18/2024	MOES SW GRILL #100373	N Ossman - Fire - Meals	101-452271-51502-0000000	29.15
09/19/2024	MOES SW GRILL #100373	C Lenning - Fire - Meals	101-452271-51502-0000000	32.94
09/20/2024	MOES SW GRILL #100373	B Lawson - Fire - Meals	101-452271-51502-0000000	19.02
	MOES SW GRILL #100373 Total			133.31
09/19/2024	NNA SERVICES LLC	R Ippolito - Library - Notary Insurance Renewal	251-711041-54402-0000000	30.00
	NNA SERVICES LLC Total			30.00
09/24/2024	NOR*NORTHERN TOOL	Split - N Hartman - PW - Dewalt Mechanic Glo (90.31%)	501-613358-51402-0000000	100.00
09/24/2024	NOR*NORTHERN TOOL	Split - N Hartman - PW - Dewalt Mechanic Glo (9.69%)	501-619121-51402-0000000	10.73
	NOR*NORTHERN TOOL Total			110.73
09/13/2024	OFFICEMAX/DEPOT 6195	L Perry - PW - Manila Catalog Envelopes	506-618341-52103-0000000	21.19
09/23/2024	OFFICEMAX/DEPOT 6195	B Carothers - PW - Desktop Mouse	601-617364-52103-0000000	19.99
	OFFICEMAX/DEPOT 6195 Total			41.18
09/11/2024	OLIVE GARDEN ZK 002117	K Klenske - Fire - Meals	101-452271-51502-0000000	22.71
09/11/2024	OLIVE GARDEN ZK 002117	G Jorgensen - Fire - Meals	101-452271-51502-0000000	31.15
09/11/2024	OLIVE GARDEN ZK 002117	K Klenske - Fire - Meals	101-452271-51502-0000000	28.75
	OLIVE GARDEN ZK 002117 Total			82.61
09/26/2024	OMNI HOTELS	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	783.18
	OMNI HOTELS Total			783.18
09/16/2024	ORCA	D Parker - Alderperson - Professional Development Trip	101-115041-51502-0000000	3.00
	ORCA Total			3.00
09/17/2024	O'REILLY 753	J Poulos - PW - Parts Cleaner, Air Chuck, Coupler, Plug	506-618121-52305-0000000	68.55
	O'REILLY 753 Total			68.55
09/24/2024	ORKIN LLC 002	T Winter - Parks - Saukie Bug Spray	555-855702-53801-0000000	245.98
	ORKIN LLC 002 Total			245.98
09/16/2024	PARAMOUNT HOTEL	D Parker - Alderperson - Professional Development Trip	101-115041-51502-0000000	985.40
	PARAMOUNT HOTEL Total			985.40
08/29/2024	PAYPAL *REEVES COMP	N PAULEY - POLICE - BADGES	101-414223-51401-6455000	73.45
	PAYPAL *REEVES COMP Total			73.45
09/16/2024	PAYPAL *SOCIETYAMER SO	R Horton - PW - SAME/ASCE Quad Cities Engineering Symposium	606-615041-51502-0000000	200.00
	PAYPAL *SOCIETYAMER SO Total			200.00
09/09/2024	PEPSI-WP BEV	D Gleason - Parks - SRP Thurs Drinks	555-819615-52502-6295000	166.06
09/23/2024	PEPSI-WP BEV	D Gleason - Parks - SRP Drinks	555-819615-52502-6295000	200.34
09/24/2024	PEPSI-WP BEV	D Gleason - Parks - SRP Thurs Drinks	555-819615-52502-6295000	151.59
	PEPSI-WP BEV Total			517.99
09/02/2024	PFS/ROMA TPC	D Gleason - Parks - SRP Thurs Groove	555-819615-52501-6295000	175.17
09/20/2024	PFS/ROMA TPC	D Gleason - Parks - SRP Thurs Groove Food	555-819615-52501-6295000	214.07
09/26/2024	PFS/ROMA TPC	D Gleason - Parks - SRP Thurs Groove	555-819615-52501-6295000	306.11
	PFS/ROMA TPC Total			695.35
09/16/2024	PHILLIPS 66 - SHOP & G	K LESHOURE - MLK - VAN FILL UP THANKSGIVING	901-356911-52203-5330065	41.84

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	PHILLIPS 66 - SHOP & G Total			41.84
09/23/2024	PORTILLOS HOT DOGS #16	S Gange - C Clerk - IML Conference Lunch	101-131041-51502-0000000	10.09
	PORTILLOS HOT DOGS #16 Total			10.09
08/28/2024	POSTCARDMANIA	C Roelf - Parks - RIFAC Ads	555-867564-53401-0000000	313.50
09/02/2024	POSTCARDMANIA	C Roelf - Parks - RIFAC Ads	555-867564-53401-0000000	908.00
	POSTCARDMANIA Total			1,221.50
09/11/2024	PPG PAINTS 9827	T Munson - PW - Neutral Tint Kit, Paint Thinner	601-617364-52302-0000000	188.89
	PPG PAINTS 9827 Total			188.89
09/13/2024	PRAIRIE MOON NURSERY	A Campbell - Library - Seed Library Materials	251-713451-52211-0000000	171.00
	PRAIRIE MOON NURSERY Total			171.00
08/27/2024	PROCTORU INC.	G Alderson - PW - Environmental Training	101-616601-51502-0000000	20.00
08/27/2024	PROCTORU INC.	G Alderson - PW - Environmental Training	101-616601-51502-0000000	20.00
08/27/2024	PROCTORU INC.	G Alderson - PW - Environmental Training	101-616601-51502-0000000	20.00
08/27/2024	PROCTORU INC.	G Alderson - PW - Environmental Training	101-616601-51502-0000000	8.00
	PROCTORU INC. Total			68.00
09/13/2024	PROTECTIVE INDUSTRIES,	N Hartman - PW - PW-Pull Plugs	501-613358-52303-0000000	204.74
09/16/2024	PROTECTIVE INDUSTRIES,	N Hartman - PW - Pull Plugs	501-613358-52303-0000000	215.54
	PROTECTIVE INDUSTRIES, Total			420.28
09/19/2024	PY *QC CUSTOM TEES & M	R Baugous - HR - Promotional for RI Police Commission Table Cloth	101-155101-54501-0000000	232.88
	PY *QC CUSTOM TEES & M Total			232.88
09/12/2024	QCCOMMUNITY FOUNDATION	R ARNOLD - MLK - RESEARCH AND DEVELOPMENT FOR MLK	901-356921-53112-6302000	35.00
	QCCOMMUNITY FOUNDATION Total			35.00
09/19/2024	QUAD CITY SAFETY INC	T Matlick - PW - Glass/Grey Lens and Frame	501-618352-51402-0000000	16.44
09/19/2024	QUAD CITY SAFETY INC	T Matlick - PW - Calibration Service	501-618352-53804-0000000	100.00
	QUAD CITY SAFETY INC Total			116.44
09/23/2024	QUARTINO ITALIAN WINE	M Poulos - Alderperson - IML Conference Dinner	101-116041-51502-0000000	46.27
	QUARTINO ITALIAN WINE Total			46.27
09/25/2024	RADIOLOGY GROUP PCSC	R Baugous - HR - Imaging for Employee due to Work Related Injury	626-157131-53602-5117000	60.00
	RADIOLOGY GROUP PCSC Total			60.00
09/24/2024	REGALIA MANUFACTURING	D Driskill - Parks - Douglas Flags	555-822601-52212-5288000	90.00
	REGALIA MANUFACTURING Total			90.00
09/10/2024	REPUBLIC SERVICES TRAS	L Vanlandegen - PW - Recycling Service	510-616331-53805-0000000	97.07
	REPUBLIC SERVICES TRAS Total			97.07
09/09/2024	RIVERFRONT GRILLE	J Gripp - Parks - QC Director's Lunch	555-813501-52216-0000000	88.40
09/16/2024	RIVERFRONT GRILLE	D Gleason - Parks - Labor Day Parade Food	276-811041-53109-0000000	873.68
	RIVERFRONT GRILLE Total			962.08
09/16/2024	ROSS MEDICAL SUPPLY	R Graff - Fire - Medical Supplies	101-454273-52214-0000000	336.36
	ROSS MEDICAL SUPPLY Total			336.36
09/26/2024	SAFE KIDS WORLDWIDE	I Pena - Fire - Technician Recert Fee	279-451041-51502-0516000	55.00
	SAFE KIDS WORLDWIDE Total			55.00
09/09/2024	SAMS CLUB #4815	G Jorgensen - Fire - Meals	101-452271-51502-0000000	106.65
	SAMS CLUB #4815 Total			106.65
08/27/2024	SAMS CLUB #8238	M Gonzalez - Parks - Preschool Spoons, Forks	555-867501-52212-0000000	55.92
09/02/2024	SAMS CLUB #8238	D Gleason - Parks - SRP Thurs Groove Food	555-819615-52501-6295000	102.96
09/04/2024	SAMS CLUB #8238	G Marty - Fire - Water for CH	101-451271-52216-0000000	48.36
09/06/2024	SAMS CLUB #8238	D Gleason - Parks - SRP RWB Ice	555-819615-52504-6139000	58.40
09/13/2024	SAMS CLUB #8238	D Gleason - Parks - SRP Thurs Groove	555-819615-52501-6295000	156.81
09/17/2024	SAMS CLUB #8238	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	62.26

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09/23/2024	SAMS CLUB #8238	D Gleason - Parks - SRP Totes	555-819615-52212-0000000	23.94
09/25/2024	SAMS CLUB #8238	Split - D Gleason - Parks - SRP Thurs Food (52.26%)	555-819615-52501-6295000	51.72
09/25/2024	SAMS CLUB #8238	Split - D Gleason - Parks - SRP Thurs Steam Pans, Foil Sheets (47.74%)	555-819615-52212-6295000	47.24
	SAMS CLUB #8238 Total			607.61
08/27/2024	SAMSCLUB #8238	C Skolrood - Admin - Beverages for Citizen of the Year Awards	101-122041-52216-0000000	13.00
08/27/2024	SAMSCLUB #8238	C Skolrood - Admin - Office Supplies	101-122041-52101-0000000	20.86
08/28/2024	SAMSCLUB #8238	R Hurt - Alderperson - Labor Day Parade Candy	101-112041-54401-0000000	91.16
08/29/2024	SAMSCLUB #8238	D Gleason - Parks - SRP Thurs Groove Food	555-819615-52501-6295000	136.88
08/30/2024	SAMSCLUB #8238	M Poulos - Alderperson - Candy for Labor Day Parade	101-116041-54401-0000000	95.30
09/05/2024	SAMSCLUB #8238	Split - D Gleason - Parks - SRP Thurs Groove Food (41.36%)	555-819615-52501-6295000	87.42
09/05/2024	SAMSCLUB #8238	Split - D Gleason - Parks - Douglas Food (58.64%)	555-813501-52501-5288000	123.92
09/17/2024	SAMSCLUB #8238	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	74.04
09/19/2024	SAMSCLUB #8238	D Gleason - Parks - SRP Thurs Groove	555-819615-52501-6295000	338.88
	SAMSCLUB #8238 Total			981.46
09/16/2024	SAMSCLUB.COM	M Gonzalez - Parks - Preschool Snacks	555-867501-52216-0000000	339.64
	SAMSCLUB.COM Total			339.64
09/04/2024	SCHOOL OUTFITTERS LLC	H HURTADO - MLK - STEAM LAB FURNITURE SUPPLIES	248-356921-52405-8114683	8,113.24
	SCHOOL OUTFITTERS LLC Total			8,113.24
09/16/2024	SEA BALLARD BREWHALL 1	D Parker - Alderperson - Professional Development Trip	101-115041-51502-0000000	28.61
	SEA BALLARD BREWHALL 1 Total			28.61
09/11/2024	SEA SOURCEDMARKET 6951	D Parker - Alderperson - Professional Development Trip	101-115041-51502-0000000	17.89
	SEA SOURCEDMARKET 6951 Total			17.89
09/16/2024	SEED SAVERS EXCHANGE I	A Campbell - Library - Seed Library Materials	251-713451-52211-0000000	269.92
	SEED SAVERS EXCHANGE I Total			269.92
09/09/2024	SHEET GURUS SMS	K LESHOURE - MLK - ASP COMMUNICATION AUG 2024	901-356921-54102-5332404	32.76
	SHEET GURUS SMS Total			32.76
09/23/2024	SHELL OIL 57444080907	S Gange - C Clerk - IML Conference	101-131041-51502-0000000	3.67
	SHELL OIL 57444080907 Total			3.67
08/28/2024	SIRCHIE ACQUISITION CO	C FOREMAN - POLICE - CSI SUPPLIES	101-413227-52205-0000000	139.52
	SIRCHIE ACQUISITION CO Total			139.52
09/13/2024	SITEONE LANDSCAPE SUPP	D Driskill - Parks - Douglas Irrigation Repairs	555-822601-52303-5288000	43.65
	SITEONE LANDSCAPE SUPP Total			43.65
09/10/2024	SLIPDOCTORS.COM	T Munson - PW - Tuff Grip Floor Paint	601-617364-52302-0000000	185.00
	SLIPDOCTORS.COM Total			185.00
09/11/2024	SOCIETYFORHUMANRESOURC	D Mestre - HR - SHRM Study Materials for Exam	101-155041-51502-0000000	435.00
	SOCIETYFORHUMANRESOURC Total			435.00
09/13/2024	SOME RANDOM BAR	D Parker - Alderperson - Professional Development Trip	101-115041-51502-0000000	31.12
	SOME RANDOM BAR Total			31.12
09/10/2024	SONIC WALL	N Blair - IT - Sonicwall Annual Renewal	101-256081-53822-0000000	6,407.80
	SONIC WALL Total			6,407.80
09/17/2024	SPECTRIO	C Roelf - Parks - RIFAC Muzak	555-867564-53822-0000000	113.99
	SPECTRIO Total			113.99
09/11/2024	SQ *CLINT HINES	N PAULEY - POLICE - CIVILIAN CLOTHING	101-412206-51401-0000000	1,451.00
	SQ *CLINT HINES Total			1,451.00
08/29/2024	SQ *EL PATRON IN THE D	G Marty - Fire - Commissioner Meals	101-451041-52216-0000000	95.40
	SQ *EL PATRON IN THE D Total			95.40
09/09/2024	SQ *ILLINOIS PLUMBING	S Reinbeck - CED - Training for T Delathower	101-314881-51502-0000000	100.00
	SQ *ILLINOIS PLUMBING Total			100.00

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09/02/2024	SQ *QC COFFEE & PANCAK	G Marty - Fire - FF Meals	101-451271-52216-0000000	56.17
	SQ *QC COFFEE & PANCAK Total			56.17
09/20/2024	SQ *SMITH BURGER COMPA	C Lenning - Fire - Meals	101-452271-51502-0000000	17.00
09/20/2024	SQ *SMITH BURGER COMPA	K Klenske - Fire - Meals	101-452271-51502-0000000	31.25
09/26/2024	SQ *SMITH BURGER COMPA	C Lenning - Fire - Meals	101-452271-51502-0000000	16.68
09/26/2024	SQ *SMITH BURGER COMPA	G Jorgensen - Fire - Meals	101-452271-51502-0000000	18.40
09/26/2024	SQ *SMITH BURGER COMPA	K Klenske - Fire - Meals	101-452271-51502-0000000	19.20
09/26/2024	SQ *SMITH BURGER COMPA	N Ossman - Fire - Meals	101-452271-51502-0000000	17.50
	SQ *SMITH BURGER COMPA Total			120.03
09/26/2024	SQ *TAXI EVERYWHERE	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	80.82
	SQ *TAXI EVERYWHERE Total			80.82
08/27/2024	STICKER MULE	N PAULEY - POLICE - DECALS	101-411041-53114-0000000	0.13
08/27/2024	STICKER MULE	N PAULEY - POLICE - DECALS	101-411041-53114-0000000	13.34
08/30/2024	STICKER MULE	N PAULEY - POLICE - DECALS	101-414223-51401-6455000	14.00
09/04/2024	STICKER MULE	Split - N PAULEY - POLICE - DECALS (93.86%)	101-411041-53114-0000000	13.14
09/04/2024	STICKER MULE	Split - N PAULEY - POLICE - DECALS (6.14%)	101-411041-52301-0000000	0.86
09/17/2024	STICKER MULE	N PAULEY - POLICE - DECALS	101-414223-51401-6455000	14.00
	STICKER MULE Total			55.47
08/29/2024	STICKERGIANT.COM LLC	L Lockheart - Library - Promo Stickers	251-711041-54501-0000000	112.50
	STICKERGIANT.COM LLC Total			112.50
09/09/2024	STRYKER SALES CORP SAP	C Jacobs - Fire - Medical Equipment	101-453273-52305-0000000	150.00
	STRYKER SALES CORP SAP Total			150.00
09/24/2024	SUBWAY 13857	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	14.09
	SUBWAY 13857 Total			14.09
09/11/2024	SUBWAY 37729	N Ossman - Fire - Meals	101-452271-51502-0000000	11.97
	SUBWAY 37729 Total			11.97
09/11/2024	SUBWAY 7480	K Klenske - Fire - Meals	101-452271-51502-0000000	24.50
09/11/2024	SUBWAY 7480	G Jorgensen - Fire - Meals	101-452271-51502-0000000	33.93
09/20/2024	SUBWAY 7480	G Jorgensen - Fire - Meals	101-452271-51502-0000000	16.37
09/24/2024	SUBWAY 7480	B Lawson - Fire - Meals	101-452271-51502-0000000	7.35
09/25/2024	SUBWAY 7480	B Lawson - Fire - Meals	101-452271-51502-0000000	17.47
	SUBWAY 7480 Total			99.62
09/11/2024	SUPPLYHOUSE.COM	J Glidewell - PW - Couplings	555-867564-52303-0000000	38.72
09/11/2024	SUPPLYHOUSE.COM	J Glidewell - PW - PVC Clear True Union Swing Check Valve	555-867564-52303-0000000	45.05
09/11/2024	SUPPLYHOUSE.COM	J. Glidewell-PW-Adapters, elbows	555-867564-52303-0000000	24.38
09/20/2024	SUPPLYHOUSE.COM	J Glidewell - PW - Elbows	555-867564-52303-0000000	2.08
	SUPPLYHOUSE.COM Total			110.23
09/16/2024	SWIMOUTLET.COM	N Carr - Parks - RIFAC Swim Jog Belts	555-867562-52212-0000000	148.04
	SWIMOUTLET.COM Total			148.04
09/16/2024	TARGET 00005330	D Gleason - Parks - SRP Weber, Figmint, Threshold	555-819615-52212-0000000	28.99
	TARGET 00005330 Total			28.99
09/02/2024	TARGET 00009266	D Lesley - Parks - Saukie Food	555-855702-52501-0000000	34.32
09/04/2024	TARGET 00009266	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	18.99
09/23/2024	TARGET 00009266	N Carr - Parks - RIFAC Drinks	555-867564-52502-0000000	15.79
	TARGET 00009266 Total			69.10
09/26/2024	TARGET 00019034	T BROOKS - MLK - SUPS PROF. DEVELOPMENT NAPERVILLE	906-356921-51502-5323405	8.31
09/26/2024	TARGET 00019034	T BROOKS - MLK - SUPS PROF. DEVELOPMENT NAPERVILLE	906-356921-51502-5323405	17.45
09/26/2024	TARGET 00019034	A BLANCO - MLK - TPP PROF. DEVELOPMENT NAPERVILLE	906-356921-51502-6163506	48.14

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	TARGET 00019034 Total			73.90
09/16/2024	THE HOME DEPOT #2111	J Irvine - CED - City Hall Renovation - Refrigerators for 1st and 3rd floor.	101-122041-52405-0000297	1,166.69
	THE HOME DEPOT #2111 Total			1,166.69
09/11/2024	THE WEBSTAURANT STORE	J Riner - PW - Lotion Hand Soap	555-867564-52206-0000000	138.05
	THE WEBSTAURANT STORE Total			138.05
08/27/2024	THOMSON WEST*TCD	C Skolrood - Admin - Online/Software Subscription Charges for L Day	101-123041-53822-0000000	237.00
09/25/2024	THOMSON WEST*TCD	C Skolrood - Admin - Online/Software Subscription Charges for L Day	101-123041-53822-0000000	237.00
	THOMSON WEST*TCD Total			474.00
09/26/2024	TST* FLOUR & FIRE WOOD	G Jorgensen - Fire - Meals	101-452271-51502-0000000	16.77
	TST* FLOUR & FIRE WOOD Total			16.77
09/16/2024	TST* OBERWEIS DAIRY -	B Lawson - Fire - Meals	101-452271-51502-0000000	17.73
09/16/2024	TST* OBERWEIS DAIRY -	B Lawson - Fire - Meals	101-452271-51502-0000000	9.80
09/16/2024	TST* OBERWEIS DAIRY -	N Ossman - Fire - Meals	101-452271-51502-0000000	12.94
09/16/2024	TST* OBERWEIS DAIRY -	N Ossman - Fire - Meals	101-452271-51502-0000000	18.80
09/16/2024	TST* OBERWEIS DAIRY -	C Lenning - Fire - Meals	101-452271-51502-0000000	16.68
09/16/2024	TST* OBERWEIS DAIRY -	G Jorgensen - Fire - Meals	101-452271-51502-0000000	11.64
09/19/2024	TST* OBERWEIS DAIRY -	B Lawson - Fire - Meals	101-452271-51502-0000000	13.70
09/19/2024	TST* OBERWEIS DAIRY -	N Ossman - Fire - Meals	101-452271-51502-0000000	14.91
09/23/2024	TST* OBERWEIS DAIRY -	G Jorgensen - Fire - Meals	101-452271-51502-0000000	11.82
09/23/2024	TST* OBERWEIS DAIRY -	B Lawson - Fire - Meals	101-452271-51502-0000000	24.05
09/23/2024	TST* OBERWEIS DAIRY -	N Ossman - Fire - Meals	101-452271-51502-0000000	10.91
	TST* OBERWEIS DAIRY - Total			162.98
09/18/2024	TST*CHILDERS EATERY -	C Jacobs - Fire - Conference Meals	101-453281-51502-0000000	118.56
	TST*CHILDERS EATERY - Total			118.56
09/12/2024	TST*URBANA GARDEN FAMI	N Ossman - Fire - Meals	101-452271-51502-0000000	25.73
09/12/2024	TST*URBANA GARDEN FAMI	B Lawson - Fire - Meals	101-452271-51502-0000000	44.00
09/12/2024	TST*URBANA GARDEN FAMI	G Jorgensen - Fire - Meals	101-452271-51502-0000000	31.74
09/12/2024	TST*URBANA GARDEN FAMI	C Lenning - Fire - Meals	101-452271-51502-0000000	55.49
09/18/2024	TST*URBANA GARDEN FAMI	G Jorgensen - Fire - Meals	101-452271-51502-0000000	41.39
	TST*URBANA GARDEN FAMI Total			198.35
09/16/2024	U-HAUL MOVING & STORAG	H HURTADO - MLK - FAC MONTHLY STORAGE COSTS	905-356921-53112-0000440	162.70
	U-HAUL MOVING & STORAG Total			162.70
09/13/2024	ULINE *SHIP SUPPLIES	C Skolrood - Admin - Keurig Commercial Coffee Makers (2)	101-122041-56203-6536297	519.30
09/17/2024	ULINE *SHIP SUPPLIES	T Munson - PW - Plastic AV Cart for Shop	601-617362-52401-0000000	228.71
	ULINE *SHIP SUPPLIES Total			748.01
09/02/2024	USPS PO 1667860402	N Simmons - Library - Postage	251-713451-53201-0000000	27.11
09/09/2024	USPS PO 1667860402	N Simmons - Library - Postage	251-713451-53201-0000000	27.82
09/16/2024	USPS PO 1667860402	N Simmons - Library - Postage	251-713451-53201-0000000	22.00
09/23/2024	USPS PO 1667860402	N Simmons - Library - Postage	251-713451-53201-0000000	24.13
	USPS PO 1667860402 Total			101.06
09/06/2024	USPS PO 1667870401	V SPINSBY - POLICE - POSTAGE	101-414223-53302-0000000	26.35
09/09/2024	USPS PO 1667870401	V SPINSBY - POLICE - POSTAGE	101-414223-53302-0000000	18.55
09/12/2024	USPS PO 1667870401	V SPINSBY - POLICE - POSTAGE	101-414223-53302-0000000	39.90
09/23/2024	USPS PO 1667870401	V SPINSBY - POLICE - POSTAGE	101-414223-53302-0000000	19.95
	USPS PO 1667870401 Total			104.75
09/19/2024	UWCC REGISTRATIONS	M Kane - PW - UWCC Registration	606-615041-51502-0000000	195.00
	UWCC REGISTRATIONS Total			195.00
08/29/2024	VAN WALL EQUIPMENT	D Driskill - Parks - Douglas Stick Edger	555-822601-52402-5288000	217.69

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	VAN WALL EQUIPMENT Total			217.69
09/05/2024	VARSITY YEARBOOK	K Brozovich - Library - Local History Reference Material	251-712421-54305-0000000	64.99
	VARSITY YEARBOOK Total			64.99
09/04/2024	VECTICON.CO	N PAULEY - POLICE - DECALS	101-414223-51401-6455000	1.00
09/06/2024	VECTICON.CO	N PAULEY - POLICE - DECALS	101-414223-51401-6455000	30.00
	VECTICON.CO Total			31.00
09/19/2024	VENCOTEXTIL	N Carr - Parks - RIFAC Food	555-867564-52501-0000000	78.78
	VENCOTEXTIL Total			78.78
09/13/2024	WALGREENS #4332	G JONES - MLK - WER INDEX CARDS	901-356921-52101-6525041	4.98
	WALGREENS #4332 Total			4.98
09/16/2024	WAL-MART #1734	N Ossman - Fire - Meals	101-452271-51502-0000000	102.58
	WAL-MART #1734 Total			102.58
09/12/2024	WAL-MART #2231	M Gonzalez - Parks - Preschool Return	555-867501-52212-0000000	(32.25)
09/12/2024	WAL-MART #2231	M Gonzalez - Parks - Preschool Snacks	555-867501-52216-0000000	32.25
09/12/2024	WAL-MART #2231	M Gonzalez - Parks - Preschool Returns	555-867501-52216-0000000	(73.24)
	WAL-MART #2231 Total			(73.24)
09/09/2024	WAL-MART #3255	N Ossman - Fire - Meals	101-452271-51502-0000000	65.25
09/09/2024	WAL-MART #3255	B Lawson - Fire - Meals	101-452271-51502-0000000	148.89
	WAL-MART #3255 Total			214.14
08/29/2024	WALMART.COM	M Gonzalez - Parks - Preschool	555-867501-52212-0000000	36.85
08/29/2024	WALMART.COM	M Gonzalez - Parks - Preschool	555-867501-52212-0000000	0.15
08/29/2024	WALMART.COM	M Gonzalez - Parks - Preschool Snacks	555-867501-52216-0000000	2.59
09/19/2024	WALMART.COM	M Gonzalez - Parks - Preschool Snacks	555-867501-52216-0000000	45.34
09/23/2024	WALMART.COM	M Gonzalez - Parks - Preschool Snacks	555-867501-52216-0000000	4.18
	WALMART.COM Total			89.11
09/19/2024	WALTER GARDENS	M DeMarlie - Parks - Hort Plants	555-822611-52201-0000000	432.10
	WALTER GARDENS Total			432.10
09/03/2024	WCI*WASTE CONNECTIONS	L Vanlandegen - PW - Service at Sunset Marina	510-616331-53805-0000000	103.45
09/03/2024	WCI*WASTE CONNECTIONS	L Vanlandegen - PW - Service at Saukie Lane	510-616331-53805-0000000	114.61
	WCI*WASTE CONNECTIONS Total			218.06
08/27/2024	WHITEPAGES	R ARNOLD - MLK - WHITE PAGES RESEARCH AND DEVELOPMENT	901-356921-53112-6302000	29.99
	WHITEPAGES Total			29.99
09/16/2024	WHITEYS ICE CREAM ROCK	G JONES - MLK - WER EVENT HIGH SCHOOL COMMITTEE	901-356921-52216-6525039	240.80
	WHITEYS ICE CREAM ROCK Total			240.80
09/09/2024	WILDER TACTICAL LLC	N PAULEY - POLICE - ERT BELTS	101-412206-51401-0000000	1,713.60
	WILDER TACTICAL LLC Total			1,713.60
09/09/2024	WINTERSUN CHEMICAL	J Riner - PW - Sulfamic Acid	555-867562-52218-0000000	607.98
	WINTERSUN CHEMICAL Total			607.98
08/28/2024	WITHIN	K LESHOURE - MLK - BANQUET ROOM WINDOW SHADES	211-356941-52301-0000000	430.03
	WITHIN Total			430.03
09/16/2024	WM SUPERCENTER #1125	G Jorgensen - Fire - Meals	101-452271-51502-0000000	62.64
09/23/2024	WM SUPERCENTER #1125	G Jorgensen - Fire - Meals	101-452271-51502-0000000	57.54
	WM SUPERCENTER #1125 Total			120.18
09/11/2024	WM SUPERCENTER #1734	B Lawson - Fire - Meals	101-452271-51502-0000000	11.08
09/16/2024	WM SUPERCENTER #1734	B Lawson - Fire - Meals	101-452271-51502-0000000	190.72
09/16/2024	WM SUPERCENTER #1734	C Lenning - Fire - Meals	101-452271-51502-0000000	214.03
09/23/2024	WM SUPERCENTER #1734	C Lenning - Fire - Meals	101-452271-51502-0000000	23.37
09/23/2024	WM SUPERCENTER #1734	C Lenning - Fire - Meals	101-452271-51502-0000000	128.22

City of Rock Island

Purchase Card Report

8/27/2024 - 9/26/2024

09/23/2024	WM SUPERCENTER #1734	B Lawson - Fire - Meals	101-452271-51502-0000000	153.04
09/23/2024	WM SUPERCENTER #1734	N Ossman - Fire - Meals	101-452271-51502-0000000	82.40
09/25/2024	WM SUPERCENTER #1734	K Klenske - Fire - Meals	101-452271-51502-0000000	92.54
	WM SUPERCENTER #1734 Total			895.40
09/12/2024	WM SUPERCENTER #2231	M Gonzalez - Parks - Preschool Snacks	555-867501-52216-0000000	31.30
09/12/2024	WM SUPERCENTER #2231	M Gonzalez - Parks - Preschool	555-867501-52216-0000000	73.24
	WM SUPERCENTER #2231 Total			104.54
09/09/2024	WM SUPERCENTER #3255	C Lenning - Fire - Meals	101-452271-51502-0000000	116.13
09/11/2024	WM SUPERCENTER #3255	N Ossman - Fire - Meals	101-452271-51502-0000000	40.75
	WM SUPERCENTER #3255 Total			156.88
09/09/2024	WORLD'S FINEST CHOCOLA	M Gonzalez - Parks - Preschool Fundraiser	555-867501-52212-6117000	3,820.00
	WORLD'S FINEST CHOCOLA Total			3,820.00
09/02/2024	WP*COALITION AFC	C FOREMAN - POLICE - TRAINING	101-414223-51502-0000000	51.26
	WP*COALITION AFC Total			51.26
08/30/2024	WPSG, INC.	R Graff - Fire - Safety Apparel	101-452271-51402-0000000	67.55
	WPSG, INC. Total			67.55
09/12/2024	ZOHO CORPORATION	N Blair - IT - ADSS Renewal	101-256081-53822-0000000	2,190.00
	ZOHO CORPORATION Total			2,190.00
09/23/2024	ZTRIP OF PITTSBURGH	T Thompson - Admin - ICMA Conference	101-122041-51502-0000000	63.70
	ZTRIP OF PITTSBURGH Total			63.70
	Grand Total			122,178.72

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Public Works Department regarding a change order and final payment in the amount of \$426,421.75 to Porter Brothers Construction, Inc., Rock Falls, Illinois, for the 2024 Asphalt Street Milling and Patching Program.
Date: November 11, 2024

Introduction and Background Information:

At its March 25, 2024, meeting, the City Council approved memo 2024-062 and awarded Porter Brothers Construction, Inc., Rock Falls, Illinois, a contract for \$313,615.23 for the 2024 Asphalt Street Milling and Patching Program. This work included milling and patching various asphalt streets throughout the city.

The Public Works Department later identified additional funds and decided to expand the project, allowing the contractor to perform maintenance on more asphalt streets at the contract's unit prices, adding \$112,806.52 to the original contract amount.

Porter Brothers Construction, Inc. is due for payment #1 and final for work completed from March 12, 2024, through September 13, 2024. Attached to this memo are Change Order 1 & Final to adjust the contract to \$426,421.75 and Payment #1 and final, both submitted for approval.

Previous Council Action (if any):

Budget Impact:

Vendor: Porter Brothers Construction Inc., Rock Falls, Illinois
Payment Amount: \$426,421.75

Fund:	221	Motor Fuel Tax	(\$150,000.00)
Department:	616	Municipal Services	
Cost Center:	301	Street Maintenance	
Object Code:	53805	Street/Lot S/C	
Project:	2434	Asphalt Patching	

Fund:	302	Capital Improvements	(\$206,154.19)
Department:	616	Municipal Services	
Cost Center:	301	Street Maintenance	
Object Code:	53805	Street/Lot S/C	
Project:	2434	Asphalt Patching	
Grant	297	ARPA	

Fund:	302	Capital Improvements	(\$70,267.56)
Department:	616	Municipal Services	
Cost Center:	301	Street Maintenance	
Object Code:	53805	Street/Lot S/C	
Project:	2434	Asphalt Patching	

Requisition Number: R010745

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

The Public Works Department recommends that the City Council approve the attached change order and authorize the City Manager to execute the change order 1 & final to adjust the final contract amount and also to approve payment #1 and final to Porter Brothers Construction, Inc., Rock Falls, Illinois, in the amount of \$426,421.75.

Submitted by: Michelle Martin, Manager

Approved by:

CITY OF ROCK ISLAND

PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION

2024 Asphalt Street Milling and Patching Program
 City Project: 2434
 Contractor: Porter Brothers Construction Inc.
 Project Engineer: Robert Horton, P.E.
 Inspector: John Pearson

	Contract Amount	Completion Date
Original	\$313,615.23	50 WD
Revised		

Pay Estimate #1 and Final

Item No.	Description	Previous Quantity	Units	New Quantities	Quantity To Date	Unit Price	Earned To Date
1	C MILL, SURF, 3 TO 4 (A-2)	0.0	SQ YD	0.0	0.0	\$ 2.54	\$ -
2	PREP BASE (A-2)	0.0	SQ YD	0.0	0.0	\$ 2.22	\$ -
3	BIT MATL, HFE-90 (A-2)	0.0	TON	0.0	0.0	\$ 1,026.19	\$ -
4	COVER COAT, CA-13 (A-2)	0.0	TON	0.0	0.0	\$ 46.66	\$ -
5	SEAL COAT AGG, CA-16 (A-2)	0.0	TON	0.0	0.0	\$ 49.76	\$ -
6	C MILL, SURF REM, 1.5 TO 3	0.0	SQ YD	18,099.3	18,099.3	\$ 4.38	\$ 79,274.93
7	BIT MATERIALS TACK	0.0	LB	1,809.9	1,809.9	\$ 1.84	\$ 3,330.22
8	HMA SURF IL9.5 N50 1.5 TO 3	0.0	TON	3,015.2	3,015.2	\$ 114.23	\$ 344,426.30
9	PT PVT MK LINE	0.0	FOOT	441.0	441.0	\$ 0.89	\$ 392.49
10	PT PVT MK LETTER SYMB	0.0	SQ FT	31.2	31.2	\$ 5.06	\$ 157.87
11	CASTINGS, ADJUST	0.0	EACH	9.0	9.0	\$ 275.15	\$ 2,476.35
12	VALVE BOXES, ADJUST	0.0	EACH	18.0	18.0	\$ 161.84	\$ 2,913.12
13	TRAF DETECTOR LOOP SPL	0.0	FOOT	0.0	0.0	\$ 42.22	\$ -
Total							\$ 432,971.28

Change Orders				
Description	Quant.	Unit	Price	Amount
1 T&M Payment for the replacement of water valve boxes.	1	\$1.00	\$ 20,268.21	\$ 20,268.21
Total				\$ 20,268.21

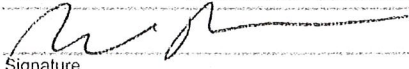
Previous Payments		
Payment Number		Amount
1 TIF District payment. Paid for by CED on separate invoice.		\$ 26,817.74
Total		\$ 26,817.74

Payment Summary		
Total Cost of Work Performed to Date	\$	432,971.28
Total Change Orders to Date	+	20,268.21
Total Amount Earned to Date	\$	453,239.49
Total Retainage 0%	-	\$ -
Total Previous Payments	-	\$ 26,817.74
Total Amount Due This Estimate :		
\$ 426,421.75		

Fund or Account Number	Amount
302-616301-53805-2434000	\$ 426,421.75
Total:	\$ 426,421.75

The undersigned Contractor certifies that to the best of their knowledge, information and belief the Work Covered by this Payment Application has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous payments were issued and received from the City and that current payment shown herein is now due.

Contract Porter Brothers Construction Inc.

Signature  Date 10/10/24

Recommended for payment:  Date 10/28/24

City Engineer Date



CITY OF ROCK ISLAND
PUBLIC WORKS DEPARTMENT / ENGINEERING DIVISION
CHANGE ORDER NO. 1 AND FINAL

PROJECT: 2024 Asphalt Milling and Replacement Project
CITY JOB NUMBER: 2434
DATE OF CHANGE: 11/28/24

CONTRACT DATE: 04/26/24
COMPLETION DATE: 50 Working Days
CONTRACTOR: Porter Brothers Construction, Inc.

You are hereby directed to make the changes noted below in the subject contract:

Item	Description	Plan Quantity	Units	Actual Quantity	Quantity Difference	Unit Price	Addition	Deduction
1	C MILL, SURF, 3 TO 4 (A-2)	5186.00	SQ YD	0.00	-5186.00	\$2.54		-\$13,172.44
2	PREP BASE (A-2)	5186.00	SQ YD	0.00	-5186.00	\$2.22		-\$11,512.92
3	BIT MATL, HFE-90 (A-2)	11.67	TON	0.00	-11.67	\$1,026.19		-\$11,975.64
4	COVER COAT, CA-13 (A-2)	64.83	TON	0.00	-64.83	\$46.66		-\$3,024.97
5	SEAL COAT AGG, CA-16 (A-2)	57.04	TON	0.00	-57.04	\$49.76		-\$2,838.31
6	C MILL, SURF REM, 1.5 TO 3	8000.00	SQ YD	18099.30	10099.30	\$4.38	\$44,234.93	
7	BIT MATERIALS TACK	2199.60	LB	1809.90	-389.70	\$1.84		-\$717.05
8	HMA SURF IL9.5 N50 1.5 TO 3	1908.00	TON	3015.20	1107.20	\$114.23	\$126,475.47	
9	PT PVT MK LINE	575.00	FOOT	441.00	-134.00	\$0.89		-\$119.26
10	PT PVT MK LETTER SYMB	127.00	SQ FT	31.20	-95.80	\$5.06		-\$484.75
11	CASTINGS, ADJUST	20	EACH	9	-11	\$275.15		-\$3,026.65
12	VALVE BOXES, ADJUST	17	EACH	18	1	\$161.84	\$161.84	
13	TRAF DETECTOR LOOP SPL	110.00	FOOT	0.00	-110.00	\$42.22		-\$4,644.20
14	WATER VALVE BAOX REPLACEMENT (T&M)	0	LS	1	1	\$20,268.21	\$20,268.21	
Totals							\$170,872.24	-\$51,516.18

Total Change \$119,356.06

Nature and reason for change:

- Items 1 to 13) Final Quantities.
- Item 13) Removal and replacement of the entire water valve boxes due to damage preventing adjustment.

Adjustment to completion date:

The contract working days are not extended.

All work shall be completed in accordance with the plans and specifications for City Job No. 2434 to include approved proposals from General Asphalt Construction Company

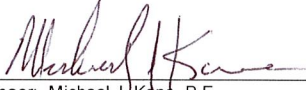
Adjustment to Contract Price:

Original contract price-----	\$313,615.23
Net increase or decrease due to previous change orders-----	\$20,268.21
Contract price prior to this change order-----	\$333,883.44
Net increase or decrease due to this change order-----	\$119,356.06
Current contract price including this change order-----	\$453,239.49
Total net increase or decrease to date-----	\$139,624.27
Percent increase or decrease to contract price-----	44.52%

Recommended:

Signature: _____
Title: City Manager: Todd Thompson

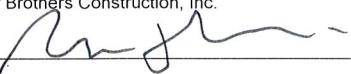
Date: _____

Approved: _____
Signature: 
Title: City Engineer: Michael J. Kane, P.E.

Date: 10/28/2024

Accepted:

Contractor: Porter Brothers Construction, Inc.

Signature: 

Date: 10/28/2024

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Public Works Department regarding uplifting repairs in the amount of \$10,604.90 from RACOM Corporation, Moline, Illinois, for the emergency lights, siren and radio equipment for the Fire Department's 2024 Ford F150.

Motion: Motion to approve Consent Agenda items a through h.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The Public Works/Fleet Services Division recently purchased a 2024 Ford F 150 for the Fire Department. Unit 2511 will be used as a backup Command Vehicle when unit 8933 D31 is out of service.

In order for this vehicle to be put into service, it must have emergency lights along with a siren and radio equipment. The upfitting will be performed by RACOM Corporation, Moline, IL in the amount of \$10,604.90

Previous Council Action (if any):

Budget Impact:

Vendor: RACOM Corporation
Vendor Number: 06729
Payment Amount: \$10,604.90

Account Chargeable:

Fund:	601	Fleet Services
Division:	617	Fleet Services
Cost Center:	364	Parts Room
Object Code:	53804	Equipment S/C

Requisition Number: R010775

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

Public Works Department Fleet Services Division recommends that the City Council approve the upfitting repairs to be performed by RACOM Corporation, Moline, Illinois, in the amount of \$10,604.90.

Submitted by: Michelle Martin, Manager

Approved by:



Proposal Name

Total Equipment Price		\$ 10,604.90
Installation		\$ -
Subtotal		\$ 10,604.90
Rate	0.0%	Taxes \$ -
Shipping		\$0.00
Total		\$ 10,604.90

Tax Rate 0.0%

Shipping Cost Will Incur As Actual Cost. The Installation is at Moline Service Center. This Quote is Only Good for 60 Days.

Date: _____

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Public Works Department regarding payment in the amount of \$26,603.93 to McClintock Trucking and Excavating, Inc. Silvis, Illinois, for an emergency water main repair at 17th Street and 31st Avenue.
Date: November 11, 2024

Introduction and Background Information:

McClintock Trucking and Excavating, Inc is entitled to payment in the amount of \$26,603.93 for an emergency water main repair at 17th Street and 31st Avenue. The repair work was done on May 17 through May 21, 2024.

A larger excavator was required to do the work and subsequently a contractor with the proper equipment was hired. McClintock Trucking and Excavating, Inc. was selected on a rotational basis with other contractors.

Previous Council Action (if any):

Budget Impact:

Vendor: McClintock Trucking and Excavating, Inc., Silvis, IL
Payment Amount: \$26,603.93

Account Chargeable:

Fund:	501	Water Operation & Maintenance
Division:	619	Utilities Maintenance
Cost Center:	356	Water Distribution Maintenance
Object Code:	53806	Infrastructure Maintenance

Requisition Number: R010767

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

The Public Works Department recommends that the City Council approve the payment to McClintock Trucking and Excavating, Inc., Silvis, IL in the amount of \$26,603.93.

Submitted by: Michelle Martin, Manager

Approved by:

McClintock Trucking and Excavating, Inc.

1701 1st Ave

Silvis, IL 61282

Phone: (309) 912-9138



Invoice

Invoice Number

1994

Invoice Date

9/26/2024

Bill To: City of Rock Island
1309 Mill St.

Re: 17th St & 31st Ave, Rock Islan

Rock Island, IL 61201

Job No	Customer Job No	Customer PO	Payment Terms	Due Date
24-89			Net 30 Days	10/26/2024
Quantity	Description	U/M	Rate/Unit	Price
✓ 1.00	Labor	LS	10,303.03	10,303.03
✓ 1.00	Equipment	LS	7,024.91	7,024.91
✓ 1.00	Materials	LS	3,425.91	3,425.91
✓ 1.00	Subcontractor	LS	5,850.08	5,850.08

Subtotal \$ 26,603.93
Sales Tax (if applicable) \$ 0.00

Total Due \$ 26,603.93

Thank you for your business!

17TH ST & 31ST AVE P. 1. WATER MAIN

McClintock Trucking & Excavating, Inc.
Forced Account Bill for:

	Total Hours		Payroll	OT Payroll	Amount
	S.T.	O.T.	Rate	Rate	
Randy McClintock, Owner	2		\$ 78.55	\$ 117.83	\$ 157.10
Carl Duncan, Foreman	22	2.5	\$ 42.50	\$ 63.75	\$ 1,094.38
Cory Dennis, Pipesetter	21	2	\$ 34.77	\$ 52.16	\$ 834.48
Samuel Preston, Operator	21	2	\$ 42.75	\$ 64.13	\$ 1,026.00
Jordan Weber, Operator	24	3.5	\$ 40.75	\$ 61.13	\$ 1,191.94
Tyler Fitchner, Laborer	2		\$ 33.77	\$ 50.66	\$ 67.54
					\$ 4,371.43
Fringe Benefits					
Cory Dennis, Pipesetter	23	hours @	\$ 24.46		\$ 562.58
Carl Duncan, Laborer	24.5		\$ 24.46		\$ 599.27
Samuel Preston, Operator	23		\$ 39.05		\$ 898.15
Jordan Weber, Operator	27.5		\$ 39.05		\$ 1,073.88
Tyler Fitchner	2		\$ 24.46		\$ 48.92
					\$ 3,182.80

Subtotals Labor \$ 7,554.23

35% of

\$ 2,643.98

Subtotals Labor \$ 10,198.21

Plus Workman's Compensation Ins.

0.05220 \$ 834.48 \$ 43.56

Federal Unemployment Tax

0.06000 \$ -

State Unemployment Tax

0.08650 \$ -

Federal Social Security Tax

0.06200 \$ 834.48 \$ 51.74

Total Payroll Additives

\$ 95.30

10% of

\$ 9.53 \$ 104.83

Total Labor

\$ 10,303.03

I hereby certify that the above statement is a copy of that portion of the payroll which applies to the above stated work and that the rates shown for taxes and insurance are actual costs.

Signed 

Equipment Expense	Total Hours	Rate	Amount
Kenworth T800	27.00	\$ 61.19	\$ 1,652.13
Semi	12.00	\$ 64.71	\$ 776.52
Lowboy	12.00	\$ 24.42	\$ 293.04
JD 200	25.00	\$ 86.65	\$ 2,166.25
Tool Trailer	18.50	\$ 5.72	\$ 105.82
F350	26.50	\$ 32.19	\$ 853.04
JD 310	10.00	\$ 57.87	\$ 578.70
8x16 Trenchbox	16.00	\$ 9.58	\$ 153.28
3" Electric Pump	13.00	\$ 3.02	\$ 39.26
Honda 2200 Generator	13.00	\$ 2.09	\$ 27.17
2" Electric Pump	4.00	\$ 2.27	\$ 9.08
Plate Compactor	2.00	\$ 15.54	\$ 31.08
Hydra Hammer	6.00	\$ 56.59	\$ 339.54
Total Equipment Expense			\$ 7,024.91

Material Used	Qty	Unit	Unit Price	Amount
1 1/2" Down Comm	254.69	TN	\$ 10.40	\$ 2,648.78
1" Clean	14.18	TN	\$ 17.65	\$ 250.28
City of Rock Island Permit	1	EA	\$ 80.00	\$ 80.00
Subtotal Material				\$ 2,979.05

Plus 15% \$ 446.86

Total Material \$ 3,425.91

Subcontractor Amount

Dan Ash Enterprises, Inc. \$ 4,207.50

Selco Inc. \$ 1,364.00

Subtotal Subcontractors \$ 5,571.50

Plus 5% or \$100, Whichever is greater \$ 278.58

Total Subcontractors \$ 5,850.08

Affidavit

This is to certify the material entered on this force account bill which was taken from stock is shown at our cost.

Permit

Total Labor \$ 10,303.03

By 

Total Equipment Expense \$ 7,024.91

By 

Total Materials \$ 3,425.91

Total Subcontractor \$ 5,850.08

\$ 26,603.93

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Public Works Department regarding payment in the amount of \$27,402.47 to Miller Trucking and Excavating, Silvis, Illinois, for an emergency water main repair at 7th Street and 15th Avenue.

Motion: Motion to allow claims a and b.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

Miller Trucking & Excavating is entitled to payment in the amount of \$27,402.47 for an emergency water main repair on 7th Street and 15th Avenue. The repair work was done on August 1 through August 10, 2024.

A larger excavator was required to do the work and subsequently a contractor with the proper equipment was hired. Miller Trucking & Excavating was selected on a rotational basis with other contractors.

Previous Council Action (if any):

Budget Impact:

Vendor: Miller Trucking & Excavating, Silvis, IL
Payment Amount: \$27,402.47

Account Chargeable:

Fund:	501	Water Operation & Maintenance
Division:	619	Utilities Maintenance
Cost Center:	356	Water Distribution Maintenance
Object Code:	53806	Infrastructure Maintenance

Requisition Number: R010777

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

The Public Works Department recommends that the City Council approve the payment to Miller Trucking & Excavating, Silvis, Illinois in the amount of \$27,402.47.

Submitted by: Michelle Martin, Manager

Approved by:

Miller Trucking & Excavating
3303 John Deere Road
Silvis, IL 61282

INVOICE



Phone: 309-755-7644
Fax: 309-796-2967

Invoice: 123911
Invoice Date: 8/27/2024

24thmo151

Bill To:	Project Details:
City of Rock Island 1309 Mill Street Rock Island, IL 61201	7th St & 15th Ave RI Sewer/Water Repair 7th St & 15th Ave Rock Island, Illinois 61201

Payment Terms	Contract Number	Invoice Due Date
Net 30		9/26/2024

Description	Quantity	UOM	Unit Price	Bill Amount
Labor	1.0000	LS	13,007.4100	13,007.41
Equipment	1.0000	LS	4,610.4500	4,610.45
Materials	1.0000	LS	7,881.1100	7,881.11
Subcontractors	1.0000	LS	1,903.5000	1,903.50
Subtotal Amount				27,402.47
'T' Indicates a taxable line				
Total Invoice Amount Due				27,402.47

2024
Route

County

Auth. No.

Force account bill for

7th St & 15th Ave Rock Island Sewer/Water Repair

Contract No. 24TM0151

LABORERS:	1-Aug	7-Aug	8-Aug	9-Aug	10-Aug	Total Hours	S.I.	O.T.	Rate	Insurance Amount	Payroll Amount	Earnings to Date
Barnett, Doug	2.50					2.50			\$35.77	\$ 89.43	\$ 89.43	
OT Barnett, Doug	4.00							4.00	\$53.68	\$ 143.08	\$ 214.62	
Bazan, David	2.50					2.50			\$34.27	\$ 85.68	\$ 85.68	
OT Bazan, David	3.50							3.50	\$51.41	\$ 119.05	\$ 179.82	
Houso, Spencer			8.00			8.00			\$28.70	\$ 229.60	\$ 229.60	
OT Houso, Spencer					2.00			2.00	\$43.05	\$ 67.40	\$ 80.10	
McGee, Carl	2.50	3.00	8.00	8.00		21.50			\$42.25	\$ 908.38	\$ 908.38	
OT McGee, Carl	3.60							3.60	\$53.38	\$ 147.88	\$ 221.81	
Milham, Ralph				8.00		8.00			\$33.77	\$ 270.18	\$ 270.18	
OT Milham, Ralph				0.60	2.00			2.60	\$50.66	\$ 84.43	\$ 126.04	
Navaraz, Enrique				8.00		8.00			\$34.90	\$ 279.20	\$ 279.20	
OPERATORS:												
Davis, Keith	2.50					2.50			\$44.75	\$ 111.88	\$ 111.88	
OT Davis, Keith	3.50							3.50	\$57.13	\$ 156.63	\$ 234.04	
Fellz, Zach	2.50			4.00		6.50			\$33.60	\$ 218.40	\$ 218.40	
OT Fellz, Zach	3.50		1.50					5.00	\$50.40	\$ 168.00	\$ 262.00	
Kershaw, David	3.50		1.50			5.00			\$44.75	\$ 223.75	\$ 223.75	
Kurrie, Chad			8.00	4.00		12.00			\$44.75	\$ 537.00	\$ 537.00	
OT Liltrel, Hunter	3.50							3.50	\$54.13	\$ 149.83	\$ 224.44	
CARPENTERS:												
King, Caleb				8.00		8.00			\$38.50	\$ 308.00	\$ 308.00	
Michol, Matt				8.00		8.00			\$41.25	\$ 330.00	\$ 330.00	
Subtotals, Labor						92.5		27.50		\$ 4,818.44	\$ 5,131.82	
Laborer 308 Pension & Welfare Funds -						65.00	hours @	24.48			\$ 1,614.38	
Local 538 Laborer Pension & Welfare Funds -						0.00	hours @	28.03			\$ -	
Operating Engineer Pension & Welfare -						38.00	hours @	39.05			\$ 1,493.89	
Carpenters Pension & Welfare -						16.00	hours @	33.50			\$ 536.00	
Subtotals, Labor											\$ 8,768.18	
Plus 36% of \$8,768.18											\$ 3,058.16	
Subtotals, Labor											\$ 11,826.35	
Plus Workmen's Compensation Ins. of						12.50%			\$ 4,818.44	\$ 581.45		
Public Liability and Property Damage Ins., excluding payroll												
of Truck Drivers									2.00%	\$4,818.44	\$ 92.37	
Federal Unemployment Tax									0.6%	\$ -	\$ -	
State Unemployment Tax									6.875%	\$ -	\$ -	
Federal Social Security Tax									7.65%	\$5,131.82	\$ 382.59	
Total Payroll Additives											\$ 1,006.42	
Plus 10% of						\$1,006.42					\$ 106.64	
Total Labor											\$ 1,173.03	

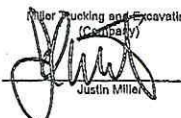
I hereby certify that the above statement is a copy of that portion of the payroll which applies to the above stated work and that the rates shown for taxes and insurance are actual costs.

(Signed)

Equipment Expense	Total Hours	FHW Rate	Amount
136G Doere Excavator	8.00	\$110.89	\$ 1,897.82
KW Semi Tractor 2012	3.50	\$88.67	\$ 443.35
TrailKing w/ flip axle	3.50	\$22.05	\$ 110.25
KW Tandem Truck 2008	3.50	\$88.04	\$ 808.78
KW Tandem Truck 2021	8.50	\$94.93	\$ 817.05
Tri-Axle Trailer	1.00	\$13.78	\$ 13.78
Haulmark Cargo Trailer	8.00	\$ 1.57	\$ 9.42
F350 Diesel Crew	8.00	\$31.78	\$ 254.24
Hydrohammer - Hydraulic Breaker	8.00	\$59.63	\$ 577.78
Total equipment expense			\$ 4,610.45
Material Used			
\$17.00 1" Clean	13.95		\$ 237.15
\$10.50 CA-6	12.21		\$ 361.25
\$2,037.00 Pleasant Valley Redi-Mix			\$ 2,637.00
\$201.51 Whittecap	1		\$ 201.51
\$97.70 Anchor Lumber	1		\$ 97.70
\$2,147.60 Zimmer & Francocon	1		\$ 2,147.60
\$270.83 Logan Contractor Supply	1		\$ 270.83
Stock Items			
\$1,000.00 6" x 24" Steel Casing Pipe	1		\$ 1,000.00
Subtotal Material			\$ 8,653.14
Plus 16% on			\$ 1,027.97
Total Material			\$ 7,681.11
Subcontractors			
\$125.00 Erickson Plumbing	7		\$ 875.00
\$548.50 Freedom Barricade			\$ 548.50
\$95.00 Lewis Trucking	4		\$ 380.00
Subtotal Subcontractors			\$ 1,803.50
Plus \$100.00 or 5%			\$ 100.00
Total Subcontractors			\$ 1,903.50

AFFIDAVIT

This is to certify that the material entered on this force account bill which was taken from stock is shown at our cost.

By 
Justin Miller

Total Labor \$ 13,007.41
Total Equipment Expense \$ 4,610.46
Total Materials \$ 7,681.11
Total Subcontractors \$ 1,903.50
Total \$ 27,402.47

Total Bill \$ 27,402.47

By 
Justin Miller

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Public Works Department regarding purchases in the amount of \$51,020.90 to 3E Electrical Engineering and Equipment Company and \$93,870 to Davenport Electric Contract Company for the Federal Building Streetlights and Underground Electrical Improvements using ARPA funds (restricted).

Motion: Motion to allow both claims.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The construction of the new Federal Building will include new sidewalks around the perimeter of the building and will be completed by the Russell Construction contract for the Federal Building. The contract does not include any improvements to the city owned infrastructure including streetlights, underground electrical infrastructure and pavement replacement of the alley directly north of the Federal Building.

The existing streetlights are outdated concrete poles and are fed with direct bury electrical wire that is not protected with conduit pipe. It is in the best interest of the city to make these improvements before the new sidewalk is completed. The streetlights will match what was recently installed at the city parking lot and what is being installed with the new downtown reconstruction project. All new streetlight foundations, conduit and wire will be installed to the new city streetlights.

Public Works contacted two local electrical contractors to provide the underground electrical improvements and streetlight installations and two local electrical wholesalers to provide the streetlights. The quotes are attached to this memo with Davenport Electric Contract Company and 3E Electrical Engineering & Equipment CO. being the low bidder for each item of work.

Electrical Improvements

Davenport Electric Contract Company	\$93,870.00
Tri City Electric	\$107,530.00

Streetlight Purchase

3E Electrical Engineering & Equipment Company	\$51,020.90
Republic Electric Company, LLC	\$53,290.00

This project was included in the ARPA study session update to City Council at the October 14th, 2024 meeting and requested \$210,000 for the improvements including pavement replacement of the alley directly north of the Federal Building. The alley needs replacement

and will be used daily for access to the protected parking area for all of the federal employees. The alley replacement will most likely have to be completed next year due to the time needed to complete the project with the end of the year approaching.

Previous Council Action (if any):

Budget Impact:

Vendor: Davenport Electric Contract Company, Davenport, IA
Contract Amount: \$93,870.00

Fund:	248	ARPA Fund
Department:	616	Municipal Services
Cost Center:	641	Downtown Revitalization Project
Object Code:	53805	Street/Lot S/C
Project:		Rebuild Downtown Rock Island Improvement
Grant:	69X	Reserved for ARPA Reporting

Vendor: 3E Electrical Engineering & Equipment Company, Davenport, IA
Contract Amount: \$51,020.90

Fund:	248	ARPA Fund
Department:	616	Municipal Services
Cost Center:	641	Downtown Revitalization Project
Object Code:	53805	Street/Lot S/C
Project:		Rebuild Downtown Rock Island Improvement
Grant:	69X	Reserved for ARPA Reporting

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

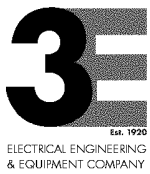
Council Goal (if applicable):

Recommendation:

It is recommended that the City Council approve the purchases with Davenport Electric Contract Company, Davenport, IA in the amount of \$93,870 and 3E Electrical Engineering & Equipment CO. Davenport, IA in the amount of \$51,020.90 and authorize the City Manager to execute the purchase agreement.

Submitted by: Michelle Martin, Manager

Approved by:



ELECTRICAL ENGINEERING & EQUIPMENT CO.
 1320 W. KIMBERLY
 DAVENPORT, IA52806
 (563)323-2214 FAX (563)323-2261
 www.3e-co.com

QUOTE

CUST.#: 345061
 SHIP TO: CITY OF ROCK ISLAND
 1309 MILL STREET
 ROCK ISLAND, IL 61201-3226

TAKEN BY	QUOTE DATE	QUOTE NO.
apar	10/01/24	8676968-00
P.O. NO.		PAGE #
TIM K - FED BLDG PROJE		1
PLACED BY		

BILL TO: CITY OF ROCK ISLAND
 1528 THIRD AVENUE
 ROCK ISLAND, IL 61201-8612

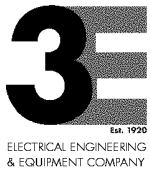
CORRESPONDENCE TO: Electrical Engineering & Equip
 953 73RD ST
 WINDSOR HEIGHTS, IA 50324-1031

INSTRUCTIONS	REFERENCE		CASH DISCOUNT:
SHIP POINT	SHIP VIA	SHIPPED	IF PAID BY:
3E - DAVENPORT	3E TRUCK		

LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B.O.	QTY. SHIPPED	QTY. U/M	NET PRICE	AMOUNT (NET)
1	HOLO ASSY26407 TEARDROP PERFORMANCE PACKAGE	10		10	EACH	5068.09	50680.90
2	HOLO ESPL2 P30 MVOLT TG4 QSM BK TEARDROP LED P30 4K 120-277V TYPE 4	10		10	EACH	0.00	0.00
3	HOLO OUC 45IN 1A TN BK ROADWAY ARM 45IN SINGLE ARM TENON MOUNT BLACK	10		10	EACH	0.00	0.00
4	HOLO WLDF QSM BK WEST LIBERTY DECORATIVE ARM FITTER QK STEM BLACK	10		10	EACH	0.00	0.00
5	HOLO NYA 16 SL5 17D E08 BK RP180C NORTH YORKSHIRE ALUM POLE 16FT SHAFT	10		10	EACH	0.00	0.00
6	HOLO TMP40010 40010	1		1	EACH	0.00	0.00
7	HOLO AB-31-4 AB-31-4	10		10	EACH	0.00	0.00
8	HOLO FGIUS BK RECEPTACLE W/SMALL IN USE WETLOCATIONCVR BK	10		10	EACH	0.00	0.00
9	HOLO BA 24IN 1A B0 SL5 HB 100P BK S BANNER ARM 24IN SINGLE ARM BOLT ON	10		10	EACH	0.00	0.00
10	HOLO BA 24IN 1A B0 SL5 HB 100P BK S BANNER ARM 24IN SINGLE ARM BOLT ON	10		10	EACH	0.00	0.00
11	HOLO FPH 1F B0 SL5 100P BK FLAGPOLE HOLDER SINGLE FLAG BOLT ON	10		10	EACH	0.00	0.00
12	HOLO BA 24IN 1A B0 SL5 HB 100P BK BANNER ARM 24IN SINGLE ARM BOLT ON	10		10	EACH	0.00	0.00

Continued

THIS IS NOT AN OFFER TO CONTRACT, BUT MERELY A QUOTATION OF CURRENT PRICES FOR YOUR CONVENIENCE AND INFORMATION. ORDERS BASED ON THIS QUOTATION ARE SUBJECT TO YOUR ACCEPTANCE OF THE TERMS AND CONDITIONS LOCATED AT SALES.OUR-TERMS.COM, WHICH WE MAY CHANGE FROM TIME TO TIME WITHOUT PRIOR NOTICE. WE MAKE NO REPRESENTATION WITH RESPECT TO COMPLIANCE WITH JOB SPECIFICATIONS.



ELECTRICAL ENGINEERING & EQUIPMENT CO.
1320 W. KIMBERLY
DAVENPORT, IA52806
(563)323-2214 FAX (563)323-2261
www.3e-co.com

QUOTE

CUST.#: 345061
SHIP TO: CITY OF ROCK ISLAND
1309 MILL STREET
ROCK ISLAND, IL 61201-3226

TAKEN BY	QUOTE DATE	QUOTE NO.
apar	10/01/24	8676968-00
P.O. NO.		PAGE #
TIM K - FED BLDG PROJE		2
PLACED BY		

BILL TO: CITY OF ROCK ISLAND
1528 THIRD AVENUE
ROCK ISLAND, IL 61201-8612

CORRESPONDENCE TO: Electrical Engineering & Equip
953 73RD ST
WINDSOR HEIGHTS, IA 50324-1031

INSTRUCTIONS	REFERENCE		CASH DISCOUNT:
SHIP POINT	SHIP VIA	SHIPPED	IF PAID BY:
3E - DAVENPORT	3E TRUCK		

LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B.O.	QTY. SHIPPED	QTY. U/M	NET PRICE	AMOUNT (NET)
13	HOLO BA 24IN 1A B0 SL5 HB 100P BK BANNER ARM 24IN SINGLE ARM BOLT ON	10		10	EACH	0.00	0.00
14	HOLO TNUT3/8-100SM SMALL TRACNUT FOR L4E & L5J 3/8X1IN BOLT/LOCKWAS	40		40	EACH	8.50	340.00
14	Lines Total	Qty Shipped Total		161	Total		51020.90
					Invoice Total		51020.90

Last Page

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Republic Electric Company, LLC

737 Charlotte St
Davenport, Iowa
563.322.6204
www.republicco.com

QUOTE

Order #	
6258982-00	
PO Date	Customer PO#
10/01/24	HOLOPHANE QUOTE
Placed By	

Bill to CITY OF ROCK ISLAND
ACCTS PAY/FINANCE DEPT
1528 3RD AVE
ROCK ISLAND, IL 61201

Ship to CITY OF ROCK ISLAND - CALL TIM
BEFORE DELIVERY *** 529-3203
100 - 6TH AVE.
ROCK ISLAND, IL 61201

Instructions
CALL TIM BEFORE DELIVERY!!

Ship Point Republic - Davenport
Via QC Metro M-F

Customer #	TM	Taken by
636	TELE	TBE
Shipped	Terms	
	NET	

Ln #	Product And Description	Quantity Ordered	Quantity B/O	Quantity Shipped	Qty UM	Unit Price	Price UM	Amount (Net)
1	HOLO ASSY26407 POLE HEAD AND BANNER ARM ASSEMBLY TYPE L1-P1	10		10	ea	\$5,295.00	ea	\$52,950.00
2	HOLO TNUT3/8-100SM SiteLink - Small TracNut	40		40	ea	\$8.50	ea	\$340.00

2	Lines	Qty Shipped Total	50	Total	\$53,290.00
				Invoice Total	\$53,290.00

No return can be made on items held for more than 60 days. All claims and return goods must be accompanied by the original invoice. No credit will be allowed for goods returned without prior approval. There is a 20% minimum restocking fee on stock material. Factory acceptance and terms will govern amount of credit on non-stock material. Amount of credit may be reduced by freight and other charges. REPUBLIC does not manufacture the goods it sells and makes no express warranties thereon. REPUBLIC disclaims all implied warranties including any implied warranty of merchantability or fitness for a particular use. CREDIT TERMS: Details are on each individual invoice. Late penalty assessed at a rate of 1.5% per month on past due accounts. REPUBLIC reserves the right to establish credit limits and hold orders on accounts in arrears or in excess of limit until the account is paid without notice. Credits on account are to be offset against future purchases and are forfeited after 18 months. Terms and Conditions for sale published on REPUBLIC'S website supersede the above and are subject to change at any time without notice.



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10-4-24

10-7-24 Revised as directed by the City.

Tim Kavanaugh
City of Rock Island
Public Works Department
1309 mill St,
Rock Island, IL 61201

RE: Federal Building Street Lighting.
Estimate Number: 30257

Tim,

Tri-City Electric Co. is pleased to provide the following scope of work and pricing based on the bidding documents and design narrative provided by the City of Rock Island.

Project Assumptions.

- Complete Installation of 10 new light poles and cast in place foundations.
 - (5) along the east side of 17th street between 3rd and 4th avenue.
 - (2) along the north side of 4th avenue.
 - (3) along the west side of 18th street between 3rd and 4th avenue.
- New 1 ½ " conduits will be installed using a combination of trenched PVC conduit and directionally bored HDPE as required.
- New branch circuit wiring copper conductors will be installed according to voltage drop calculations performed on exact distances determined in the field after conduit installation.
- Provide ADA compliant electrical installation.
- Excludes data equipment, cabling, and installation.
- The City of Rock Island will retain first right of refusal for all demolished materials removed on the project. Tri city electric will properly dispose of the remaining demolished materials.
- The City of Rock Island is understood to be providing the following materials for the project.
 - All light poles and associated accessories such as but not limited to anchor bolts, transformer bases, pole mounted outlet assemblies, and intends to re-use the existing light fixtures retained from demolition or provide new LED fixtures for installation.
 - All Concrete Sidewalk or roadway replacement required is by the City of Rock Island or others.

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Structured Cabling | Security Solutions | Telecommunications | Audio/Visual | Safety | Drone Services | Information Technology Solutions | Cultivation Services



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- Removal and replacement of all pole mounted signage is by the City of Rock Island.

BASE BID SCOPE OF WORK

- **Existing pole locations north of the alleyway to be replaced (QTY:3)**
 - Provide and or install the following for each of the 3 pole locations.
 - Provide traffic control measures around the work area as needed.
 - Remove existing pole and retain devices or equipment intended for re-installation on the new poles.
 - Provide concrete sawcut, removal, and disposal of up to 100sf of sidewalk 6" thick or less surrounding the existing pole location.
 - Provide removal of existing concrete pole base 12" below the existing surrounding sidewalk elevation.
 - Provide and install (1) new 12"x12"x12" precast fiber cement hand hole with a tier 15 rating.
 - Intercept the existing light pole feed and route to the new handhole.
 - Provide and install (1) new cast in place 24" diameter x 8' deep light pole foundation as specified.
 - Provide and install (1) 1 ½" conduit and wire from the new hand hole location to the new light pole foundation location.
 - Provide an empty 1 ½" conduit stubbed out of the pole foundation for future connection.
 - Install and wire the new light pole, LED light fixture, and accessories provided by the city.
- **Connection to existing street lighting / power circuits & communications raceways.**
 - Provide and install (2) 1 ½" directionally drilled raceways from the existing city owned hand holes for street light power and communication near the 17th street entrance to the City of Rock Island public parking lot. Raceways will be installed under 17th street to a location determined by the city near the south corner of the alleyway entrance on 17th street.
 - Provide and install (2) new 13"x 30"x 24" precast fiber cement hand holes with a tier 15 rating. One for power and one for data.
 - Provide a pull string in the data conduit.
 - Provide and install (1) street lighting circuit and (1) 120v power circuit from the existing city owned street lighting power hand hole to the new power hand hole for extension to the new light poles.
 - Extend (1) 1 ½" conduit, lighting circuit, and power circuit from the new power hand hole location to each of the (7) new pole locations
 - Extend (1) 1 ½" conduit and pull string from the new communications hand hole location through each of the (7) new pole locations.

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- **New pole locations south of the alleyway around the federal building (QTY:7)**
 - Provide and or install the following for each of the 7 pole locations.
 - Provide traffic control measures around the work area as needed.
 - Remove existing pole and retain devices or equipment intended for re-installation on the new poles.
 - Provide removal of existing concrete pole base 12" below the existing surrounding sidewalk elevation.
 - Provide and install (1) new cast in place 24" diameter x 8' deep light pole foundation as specified.
 - Install and wire the new light pole, LED light fixture, and accessories provided by the city.
 - At the new light pole on the corner of 17th street and 4th avenue provide an additional 1 ½" conduit with pull string stubbed into the new pole base from the nearby traffic signal hand hole.
 - **Re install (2) PED crossing count down timer signals retained from demolition and extend traffic signal cabling from the existing traffic signal hand hole to PED Signals and confirm proper operation.**

Exclusions and clarifications:

- This proposal excludes any allowances or contingencies.
- Tri-City Electric will not pay liquidated damages due to manufacturer's lead time issues.
- We have not included any conduit, wiring, connections, disconnects, starters, variable frequency drives or related control wiring to any equipment shown on the mechanical drawings and not on the electrical drawings.
- All work not specifically mentioned in the above scope is excluded.
- We have not included any overtime labor costs; all work to be performed during normal working hours Monday thru Friday 6:00am to 3:30pm.
- We have included labor costs assuming a project completion date on or before 12-31-24.

This Quote **DOES NOT** include any applicable taxes.

This Quote **DOES NOT** include electrical permit fees.

This Quote **DOES NOT** include a payment or performance bond.

This Quote **DOES NOT** include any costs for design and engineering.

This Quote **DOES NOT** include installation fees or costs from Mid-American energy.

This Quote DOES Include costs for rock removal and adverse soil conditions encountered while providing the installation described in this scope of work.

Base Bid.\$107,530.00

Thank you for the opportunity to quote this project. Please feel free to call with any questions concerning this quote.

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Sincerely,

Kyle Lake
Estimator
Electrical Construction
Ph.563.823.1685
E-mail: klake@tricityelectric.com

Notes

Due to the increasing rise in copper, aluminum, steel, and PVC products Tri-City Electric reserves the right to review and adjust all material pricing on a daily basis. Bid is based on the daily market rate for goods and commodities reflected by the submitted date of this proposal. Tri-City Electric reserves the right to increase said bid accordingly to reflect the market rates on the day of receipt of the Purchase Order. Changes will be shown in documentation through commercial quotes, invoices, and/or receipts for such goods and commodities if applicable. Bid is subject to the terms of a mutually acceptable contract.

Tri-City Electric shall have the option to withdrawal this proposal if not accepted within 10 days from its date. Work is to be performed during a standard 8-hour workday between 7:00 AM and 3:30 PM, Monday through Friday. Payments are due every 30 days as the work progresses. A 1.5% service charge will be applied to all outstanding account balances over 30 days past due.

Please note: As the global COVID-19 situation continues; material lead time, material pricing, and manpower scheduling is subject to change in the event of adverse situations caused by pandemic effects. We appreciate your business and will work closely with you to minimize any possible impacts to your project.

Excavation Notes

Proposal is based on normal soil conditions for trenching, auguring and excavation. If TCE encounters rock, debris, old foundations, high water, loose or unstable soil conditions additional charges will be added respectively. All excavation spoils are to remain on site. If included in bid for removal is based on CLEAN, Non-Contaminated soil removal and does not include remediation or special hauling fees, treatment charges and special permits relating to contaminated soils. Owner/General Contractor is responsible for all excavated areas if not specified and included in the scope of work.

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Non-Solicitation of Employees

By acceptance of this proposal, customer agrees not to directly or indirectly recruit, solicit, hire or induce any employee of Tri City Electric Company or any affiliate thereof, to terminate his or her employment with Tri City Electric Company. This restriction does not apply to solicitation of any employee of Tri City Electric Company or any affiliate thereof, who Tri City Electric Company has terminated due to job elimination or reduction in work force. Contractor agrees that it must obtain written consent of Tri City Electric Company prior to hiring any such Tri City Electric Company employee. The duties, objections and restrictions set forth in this paragraph shall expire upon the first anniversary of the conclusion date of the engagement contemplated in this proposal.

Force Majeure

If the Subcontractor is delayed at any time in the commencement or progress of the Work by diseases, epidemics, pandemics, including but not limited to labor or material shortages, unusual delay in deliveries, restrictions on access or travel, unavoidable casualties or other causes beyond the Subcontractor's control, then the contract times shall be extended.

Other Terms

TCE is proposing a price for the scope of its work based on the assumption the parties will execute a commercial reasonable subcontract agreement, such as an unmodified ConsensusDOC 751, Short Form Agreement between Contractor and Subcontractor, or AIA A401, Standard Form of Agreement between Contractor and Subcontractor.

#Nam


davenport
electric
 contract company

PROPOSAL SUBMITTED TO City of Rock Island		PHONE (309) 732-2263	DATE 07-Oct-24
STREET		JOB NAME Fed Light Poles	
CITY	STATE	ZIP CODE	JOB LOCATION 4th Avenue
ATTENTION Tim Kavanaugh		Email Address Kavanaugh.Timothy@rigov.org	EST # 24-14745
		FAX NUMBER	

Page 1 of 2

We hereby submit specifications and estimates for:

Supply material, labor, and equipment to install conduit/handholes for power and comm, ten new light pole foundations, and install ten city supplied poles and fixtures.

- Bore 2 -1 1/2" conduits across 17th street. Connect conduits to existing handholes at lighting contactor in city parking lot.
- Drill, form, and pour ten light pole foundations around federal building. Supply all materials except for anchor bolts.
- Connect seven light pole foundations together with 2-1 1/2" PVC conduits.
- Set two new 13x30" handholes at the end of the bored conduit. Connect to nearest pole base with 2-1 1/2" conduits.
- Stub 2-1 1/2" conduits out of three foundations and connect to existing wiring. Set 12x12 handhole over wires at existing light pole locations.
- Remove eight concrete light poles and haul four to city and four to landfill. Jack down foundations, cut off anchor bolts and repair.

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

See Page Two

dollars

Payment to be made as follows.

All material is guaranteed to be as specified, all work to be completed in a workmanlike manner according to standard practices. Any alteration of deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. SERVICE or FINANCE CHARGES are applicable on past due accounts at the rate of 1-1/2% per month on amounts 30 days past due, which is equal to an ANNUAL PERCENTAGE RATE OF 18%. Such charges are shown as "SERVICE CHARGE". There is no SERVICE CHARGE if accounts are paid within 30 days of the end of the month in which purchases are made.

Authorized
Signature Paul McIntosh, Est.NOTE: This proposal may be
withdrawn by us if not accepted within 5 days

Acceptance of Proposal The above prices, specifications,

and conditions are satisfactory and are hereby accepted. You are authorized

to do the work as specified. Payment will be as outlined above

Date of Acceptance _____

Signature _____

Signature _____

**davenport
electric**
contract company

PROPOSAL SUBMITTED TO City of Rock Island		PHONE (309) 732-2263	DATE 07-Oct-24
STREET		JOB NAME Fed Light Poles	
CITY	STATE	ZIP CODE	JOB LOCATION 4th Avenue
ATTENTION Tim Kavanaugh		Email Address Kavanaugh.Timothy@rigov.org	EST # 24-14745
		FAX NUMBER	

Page 2 of 2

We hereby submit specifications and estimates for:

- Pull one 208 volt lighting feed and one 120 volt receptacle feed around federal building light poles.
- Build and set ten city supplied poles make terminations at pole base with fuses and fuse holders for lighting and receptacles.
- Rehang signals on new pole on the Northeast corner of 17th and 4th Ave. Make connection to traffic handhole.
- City to supply light pole assemblies.
- City to remove and replace all signs on poles.
- Sidewalk to be removed by others.

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

Ninety Three Thousand Eight Hundred Seventy Dollars and No Cents ----- dollars \$93,870.00

Payment to be made as follows.

All material is guaranteed to be as specified, all work to be completed in a workmanlike manner according to standard practices. Any alteration of deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. SERVICE or FINANCE CHARGES are applicable on past due accounts at the rate of 1-1/2% per month on amounts 30 days past due, which is equal to an ANNUAL PERCENTAGE RATE OF 18%. Such charges are shown as "SERVICE CHARGE". There is no SERVICE CHARGE if accounts are paid within 30 days of the end of the month in which purchases are made.

Authorized
Signature Paul McIntosh, Est.NOTE: This proposal may be
withdrawn by us if not accepted within 5 days

Acceptance of Proposal The above prices, specifications,

and conditions are satisfactory and are hereby accepted. You are authorized

to do the work as specified. Payment will be as outlined above

Date of Acceptance _____

Signature _____

Signature _____

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Public Works Department requesting approval to award a bid to Sterling Commercial Roofing, Sterling, Illinois, for the Sunset Marina office roof replacement in the amount of \$29,900.

Motion: Motion to award the bid as recommended.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The Public Works Department received sealed bids for the provision of labor, materials and equipment necessary to remove and replace the roof for the Sunset Marina office located at 10 31st Avenue.

The existing membrane roof has reached its engineered lifespan. Over time, the roof's ability to withstand harsh winter conditions has diminished, leading to ice dams and leaks that affect the office areas. After evaluation, it was determined that a full replacement was the best option to prevent future issues and ensure the longevity of the roof.

Sealed bids were opened on October 21, 2024 at 2:00 PM. The bid tab is attached.

Previous Council Action (if any):

Budget Impact:

Vendor: Sterling Commercial Roofing, Sterling, IL
Payment Amount: \$29,900.00

Accounts Chargeable:

Fund:	541	General Fund
Division:	617	Fleet Services
Cost Center:	591	Public Works Building
Object Class:	53801	Buildings & Grounds S/C

Requisition Number: R010793

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

It is recommended that the City Council award the contract to Sterling Commercial Roofing, of Sterling, IL in the amount of \$29,900.00.

Submitted by: Michelle Martin, Manager

Approved by:

Bid Tabulation Sheet

City Of Rock Island

Public Works Department

Bid Date: October 21st, 2024 at 2:00 p.m.

Project: Sunset Marina Office Roof Replacement

		Awarded Bidder							
		Sterling Commercial Roofing Sterling , IL		T and K Roofing & Sheet Metal Ely, IA		Jim Giese Commercial Roofing Dubuque, IA		Economy Roofing & Insulation Co. Bettendorf, IA	
Item No.	SERVICE		Price		Price		Price		Price
	Complete Removal and Replacement		\$29,900.00		\$30,200.00		\$34,800.00		\$38,950.00

\$29,900.00	\$30,200.00	\$34,800.00	\$38,950.00
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Memorandum



To: Rock Island City Council

From: Miles Brainard, Director, Thomas Flaherty, Assistant to the City Manager

Subject: Report from the Community Development Department Regarding a Contract with Moran Economic Development for Tax Increment Financing and Business Development District Services in the amount of \$40,000.

Motion: Motion to approve the contract and authorize the City Manager to execute the documents.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The tax increment financing (TIF) district that surrounds what is now Bally's Casino in Southwest Rock Island has been highly successful in helping fund the redevelopment of a former quarry. A few payments out of the TIF are being made to Bally's for recent improvements to their facility, but a large balance will remain leftover in the fund when it expires at the end of 2027. Given the recent proposal for a high impact development on the Casino West site across Route 92 from Bally's, staff have been considering ways to leverage those funds for one more project.

Staff propose expanding the geographic boundary of the TIF district to encompass the Casino West site. Staff are *not* proposing extending the life of the TIF district. By extending the boundary of the TIF district, funds can be used for necessary infrastructure investments including a frontage road and utility extensions. These investments will make private investment on the Casino West site possible and be of benefit to all. Additionally, staff are proposing the creation of a business development district (BDD). These are more often called business improvement districts or BIDs. The new BDD would cover a similar geography to the Casino TIF district and provide similar development assistance in the future after the TIF expires. What is different about the BDD, however, is that it generates funds not based on property taxes but instead on sales taxes. The casino, its hotel, and the proposed development on the Casino West site all make this particular tool highly advantageous.

Expanding the boundary of the existing TIF district and creating a new BDD follow nearly identical statutory processes. To facilitate the process, which can take four to six months from beginning to end, staff are recommending that the services of Moran Economic Development be secured. This is the same firm working on establishing a new downtown TIF district.

Previous Council Action (if any):

The City Council recently approved a contract with Moran for services that will establish a new

downtown TIF district.

Budget Impact:

The cost of services shall not exceed \$40,000 and shall be paid for using General Funds.

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

NA

Council Goal (if applicable):

NA

Recommendation:

The Community Development Department recommends that the City Council approve the contract for services with Moran Economic Development subject to minor attorney modifications and direct the City Manager to execute the documents.

Submitted by: Miles Brainard, Director

Approved by:

**AGREEMENT FOR BUSINESS DISTRICT DEVELOPMENT AND REDEVELOPMENT
PROFESSIONAL AND CONSULTING SERVICES BETWEEN
CITY OF ROCK ISLAND, ILLINOIS
AND
MORAN ECONOMIC DEVELOPMENT, LLC**

THIS CONSULTING AGREEMENT (the "Agreement"), entered into this ____ day of _____, 2024 by and between the City of Rock Island, Illinois (hereinafter referred to as the "City") and Moran Economic Development, LLC (hereinafter referred to as the "Consultant").

WHEREAS, the City has a need for services regarding specialized economic development programs and tools such as Tax Increment Financing Districts, Business District Redevelopment Project Areas, and Enterprise Zones, as well as consultation on general economic development and redevelopment within their community; and,

WHEREAS, the City is of the opinion that the Consultant has the necessary qualifications, experience, and abilities to provide such services to the City, particularly as it relates to the establishment of a Business District Redevelopment Project Area; and,

WHEREAS, the Consultant is agreeable to providing such services to the City on the terms and conditions set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the City and the Consultant agree as follows:

SCOPE OF SERVICES

A. BLIGHT ANALYSIS AND ELIGIBILITY STUDY

The eligibility study would determine whether the properties proposed to be included are considered eligible for inclusion in the Business District (defined as "blighted" per the Illinois Municipal Code 65 ILCS 5/11-74.3-5, the "Act"). The creation of the eligibility study would provide the City with the information it needs to conclude whether the creation of the Business District is justified. The activities pertaining to the determination of blight will include, but are not limited to, the following:

1. The Consultant completing an analysis of the conditions in the proposed Area as necessary to make a determination as to whether the proposed properties are "blighted" as defined in the Act. In addition, the Consultant will review other City and County plans and documents when necessary.
2. The Consultant will create maps and other documents related to the eligibility study, including boundary maps, existing land use maps, charts and graphs related to blighting factors which may be present, and any other maps and infographics in documenting the existing conditions in the proposed Area.
3. Working with the City's legal counsel, engineers, municipal staff, and other professionals associated with the City's work as needed for the purposes of completing the eligibility study.

B. CREATION OF THE REDEVELOPMENT PLAN

If, in the opinion of the Consultant, the proposed Area was found to be eligible for inclusion in a Business District Redevelopment Project Area, the Consultant will prepare the Redevelopment Plan. The Redevelopment Plan will include, but not be limited to, the following:

1. A description of the Business District Development and Redevelopment program as referenced by the Illinois Revised Statutes.
2. A boundary map and map of the existing land uses for the proposed Area.
3. Documentation necessary to demonstrate that property to be included in the Business District Plan meets the qualifying factors to be eligible for inclusion.

4. Objectives of the Business District Plan.
5. Description of projects and activities proposed within the properties to be included in the Business District Plan, both public and private.
6. Estimated costs of the projects and activities proposed.
7. Implementation strategy.
8. The source of funds and the type and term of any obligations to be issued.
9. The rate of any tax to be imposed.
10. Other items necessary to complete the Business District Plan pursuant to the Revised Statutes of the State of Illinois.

C. PRESENTATION OF THE REDEVELOPMENT PLAN

The Consultant will present the Business District Redevelopment Plan to the City for its review and comment, and integrate the City's comments, if applicable, into the final Business District Plan document. After the presentation of the Redevelopment Plan the City will adopt an ordinance establishing the date, time, and location for the required public hearing.

D. CONDUCTING THE PUBLIC HEARING

The Consultant will provide the City with the requisite notices for publication regarding the public hearing. The Consultant will conduct the public hearing, providing an overview of the eligibility study and Redevelopment Plan and addressing any public comments or questions that may arise.

E. ADOPTION OF REDEVELOPMENT PLAN

The Consultant will provide the City with an adoption ordinance to establish the Redevelopment Project Area. Should the City wish to proceed with the establishment of the Business District Redevelopment Plan and Project, the ordinance will be adopted within 90 days of the final adjournment of the public hearing.

F. IMPLEMENTATION OF THE REDEVELOPMENT PROJECT

The Consultant will work with the Illinois Department of Revenue ("IDOR") in the implementation of the Business District Redevelopment Project. This process includes the submission of the addresses located within the proposed Area, address verification review, business registration review, and any additional steps to ensure compliance with IDOR in the establishment of the Business District.

INFORMATION PROVIDED BY CITY

In addition to the information provided by the Consultant as part of the outlined scope of services, there may be some information required to be provided from the City. This information includes:

1. Preparation of Legal Description of any Redevelopment Area established. At the City's direction the Consultant could complete the description in accordance with the outlined hourly rate as a service outside of the scope of this agreement.
2. In the event that some of the activities in the scope of services were to be determined by the City to not be in accordance with the existing Comprehensive Plan, the City would be responsible for making the requisite amendments to the Plan.

TIMING

The Consultant, with cooperation from the City, will coordinate an exact schedule for purposes of completing the requested work based on the schedule of Council Meetings and availability of City staff, with the anticipated timeframe for completion being four to five months from the beginning of the process. Statutory requirements as to when notices can be provided and when meetings can occur largely determine the timing of the process.

COMPENSATION

The total proposed fee for the above work will be \$20,250, plus actual reimbursable expenses not to exceed \$500. Reimbursable expenses shall consist of actual costs incurred by the Consultant for printing, travel,

production, delivery charges, data, and any other similar expenses required to provide the above Scope of Services. Such expenses shall be billed to the City at their direct and actual cost to the Consultant.

Upon presentation of the Redevelopment Plan to the City \$11,000
Upon completion of the Public Hearing..... \$9,250
Reimbursable Expenses (Not to Exceed) \$500

Total fee for establishment of Business District Redevelopment Area (Not to Exceed)..... \$20,750

At the request of the City, the Consultant will be available for any additional services beyond those outlined in the Scope of Services at a separate hourly rate of \$150/hour. Payment of current charges and reimbursable expenses shall be made to the Consultant within 30 days of receipt of the invoice concerning these items. Unpaid invoices shall accrue interest of 1.5% per month until paid.

TERMINATION OF AGREEMENT

If for whatever reason the City determines that the work should be terminated, the City will inform the Consultant in writing that it wishes to terminate this agreement. The date of termination shall occur upon receipt of the written notice of termination by the Consultant pursuant to Section 8 of this agreement. The City will pay the Consultant an amount representing the work performed to the date of termination, plus any expenses the Consultant incurred to that date.

1. Not Legal Advice. The City understands that any information or deliverables the Consultant provides to the City in connection with this agreement or the services provided hereunder is not, and should not be relied upon as, legal advice.
2. Delay. The Consultant shall not be responsible for failure to perform or for delays in the performance of services which arise out of causes beyond the control and/or without the fault or negligence of the Consultant.
3. Relationship. The Consultant will act under this agreement as an independent contractor, and nothing contained herein will constitute either party as the employer, employee, or representative of the other party, or both parties as joint ventures or partners for any purpose.
4. Enforceability. The invalidity or unenforceability of any provision of this agreement does not affect the validity or enforceability of any other provisions of this agreement, which will remain in full force and effect.
5. Amendments. This agreement may not be amended or modified except in writing signed by the parties hereto.
6. Governing Law. The laws of the state of Illinois, without regard to conflicts of law principles thereof, govern all matters arising under this agreement.
7. Notices. All notices pursuant to this agreement must be in writing and delivered by hand, sent via telecopy or overnight delivery or by certified or registered mail to each party's address provided in this agreement.
8. Entire Understanding. This agreement sets forth the entire agreement and understanding between the Consultant and the City with respect to the subject matter hereof.
9. Execution. The signature of either party hereto that is transmitted to the other party or other party's authorized representative electronically (e.g., facsimile, e-mail, etc.) will be deemed for all purposes to be an original signature. This agreement may be executed in any number of counterparts with the same effect as if all parties hereto had signed the same document.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed this ____ day of _____, 2024.

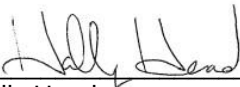
ATTEST:

City of Rock Island

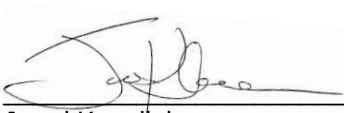
Authorized Representative

ATTEST:

Moran Economic Development, LLC



Holly Head



Jared Kanallakan

**AGREEMENT FOR TAX INCREMENT ALLOCATION REDEVELOPMENT
PROFESSIONAL AND CONSULTING SERVICES BETWEEN
CITY OF ROCK ISLAND, ILLINOIS
AND
MORAN ECONOMIC DEVELOPMENT, LLC**

THIS CONSULTING AGREEMENT (the "Agreement"), entered into this _____ day of _____, 2024 by and between the City of Rock Island, Illinois (hereinafter referred to as the "City") and Moran Economic Development, LLC (hereinafter referred to as the "Consultant").

WHEREAS, the City has a need for services regarding specialized economic development programs and tools such as Tax Increment Financing ("TIF") Districts, Business District Redevelopment Project Areas, and Enterprise Zones, as well as consultation on general economic development and redevelopment within their community; and,

WHEREAS, the City is of the opinion that the Consultant has the necessary qualifications, experience, and abilities to provide such services to the City, particularly as it relates to the amendment of the Parkway/I-280 Casino Tax Increment Financing Redevelopment Project Area; and,

WHEREAS, the Consultant is agreeable to providing such services to the City on the terms and conditions set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the City and the Consultant agree as follows:

SCOPE OF SERVICES

A. ELIGIBILITY ANALYSIS

The eligibility analysis will determine whether or not the properties proposed to be included in the existing TIF Project Area are eligible for tax increment financing. The activities pertaining to the determination of eligibility will include, but not be limited to, the following:

1. The Consultant will complete the work necessary in determining whether the proposed properties for inclusion in the existing TIF District Area are eligible for tax increment financing. In addition, the Consultant will review other County and City plans and documents when necessary.
2. The Consultant will use the definitions and guidelines as provided in the Illinois Tax Increment Allocation Redevelopment Act (as amended) in making its determination as to the eligibility of the Amended Area.
3. The Consultant will collect current and historical equalized assessed valuation data for each parcel in the Amended Area from the Rock Island County Assessor's office, including the names and addresses of property owners.
4. The City will make available to the Consultant its legal counsel, engineer, City staff, and other professionals associated with the City's work (including utility/infrastructure personnel, municipal legislation, etc.) for the purposes of completing the eligibility analysis.
5. The Consultant will utilize its own GIS staff to conduct all land use and boundary maps.

B. CREATION OF THE AMENDED REDEVELOPMENT PLAN

If, in the opinion of the Consultant, the Amended Area is found to be eligible for inclusion in the Tax Increment Financing Redevelopment Project Area, the Consultant will prepare the Amended TIF District Redevelopment Plan. The Amended Redevelopment Plan will include, but not be limited to, the following:

1. Description of tax increment financing as referenced by the Illinois Revised Statutes.

2. Documentation necessary to demonstrate that real property to be included in the TIF Redevelopment Project Area meets the qualifying factors to be eligible for tax increment financing.
3. Objectives of the Amended TIF Plan.
4. Land use for the properties in the Amended TIF Redevelopment Project Area.
5. Description of projects and activities proposed within the properties to be included in the Amended TIF Plan, both public and private.
6. Implementation strategy.
7. Estimated costs of the projects and activities proposed.
8. Estimated TIF budget.
9. Current and projected equalized assessed value for the Amended Redevelopment Project Area.
10. Assessment of the impact of the proposed Amended TIF Plan on applicable taxing districts.
11. Amended Boundary Map.
12. General Land Use Plan for the Amended Area.
13. Other items necessary to complete the Amended TIF Plan pursuant to the Revised Statutes of the State of Illinois.

B. PRESENTATION OF THE AMENDED REDEVELOPMENT PLAN

The Consultant will present the Amended TIF District Redevelopment Plan to the City Council for its review and comment. The Consultant will integrate the City Council's comments, if applicable, into the final Amended TIF District Redevelopment Plan document.

C. TIF PROCESS NOTIFICATIONS AND ASSISTANCE

The Consultant will provide guidance to the City on matters of notification and distribution in accordance with the TIF Act. This includes providing the City with draft documents, notices, and ordinances. The following outlines the statutory steps involved with the amendment of a TIF District, and the assistance the Consultant will provide for each step:

1. **Public Hearing Ordinance**
The Consultant will provide the City with a sample ordinance establishing the TIF Public Hearing date and time.
2. **Joint Review Board Notice**
The Consultant will provide the City with the Amended TIF Plan to be sent to all affected taxing districts and DCEO, as well as notice of the Joint Review Board date and time. The Consultant will conduct the Joint Review Board meeting.
3. **Notice to Residents**
The Consultant will provide the City with a sample notice to be sent to all residences within 750 of the Amended TIF District Area, as well as mailing labels for all addresses.
4. **Publication Notice**
The Consultant will provide the City with a sample notice for publication regarding the Amended TIF Public Hearing.
5. **Notice to Property Owners**
The Consultant will provide the City with a sample notice to be sent, via certified mail, to all property owners in the Amended TIF District Area and those on the Interested Parties Registry.
6. **Adoption Ordinances**
The Consultant will provide the City with sample ordinances to approve the Amended TIF District Redevelopment Plan and Redevelopment Project, to designate the Amended Redevelopment Project Area, and to adopt Tax Increment Financing for the Amended Area.

D. MEETINGS

The Consultant will conduct the following meetings:

1. **Joint Review Board**
The Consultant will attend and conduct the meeting of the Joint Review Board.
2. **Public Hearing**
The Consultant will attend and conduct the Public Hearing.
3. **Other Meetings**

The Consultant will attend or be otherwise available for additional meetings as necessary and as directed by the City.

INFORMATION PROVIDED BY CITY

In addition to the information provided by the Consultant as part of the outlined scope of services, there may be some information required to be provided from the City. This information includes:

1. Preparation of Legal Description of the Amended Redevelopment Project Area. The Consultant will work with and assist the City with the process.
2. The Consultant will provide the names and addresses of affected property owners within the Amended Tax Increment Financing Project Area as well as those residential addresses that lie within 750 feet of the Project Area boundary. The Consultant will also provide taxing district information. The City will make the required notifications, mailings, and distributions to those parties. The Consultant will provide guidance and suggested forms for use by the City. These notifications are to take place under an agreed upon schedule for execution of the Amended TIF Plan.
3. In the event that some of the activities in the scope of services were to be determined by the City to not be in accordance with the existing Comprehensive Plan, the City would be responsible for making the requisite amendments to the Plan.

TIMING

The Consultant, with cooperation from the City, will coordinate an exact schedule for purposes of completing the requested work based on the schedule of Council Meetings and availability of City staff, with the anticipated timeframe for completion being four to five months from the beginning of the process. Statutory requirements as to when notices can be provided and when meetings can occur largely determine the timing of the process.

COMPENSATION

The total proposed fee for the above work will be \$18,250, plus actual reimbursable expenses not to exceed \$500. Reimbursable expenses shall consist of actual costs incurred by the Consultant for printing, travel, photographic work, production, data, delivery charges, and any other similar expenses required to provide the above Scope of Services. Such expenses shall be billed to the City at their direct and actual cost to the Consultant.

Upon presentation of the Amended TIF Plan to the City Council	\$10,500
Upon the completion of the Public Hearing.....	\$7,750
Reimbursable Expenses (Not to Exceed)	\$500

Total fee for Amendment of TIF District Redevelopment Area (Not to Exceed)..... \$18,750

At the request of the City, the Consultant will be available for any additional services beyond those outlined in the Scope of Services at a separate hourly rate of \$150/hour. Payment of current charges and reimbursable expenses shall be made to the Consultant within 30 days of receipt of the invoice concerning these items. Unpaid invoices shall accrue interest of 1.5% per month until paid.

TERMINATION OF AGREEMENT

If for whatever reason the City determines that the work should be terminated, the City will inform the Consultant in writing that it wishes to terminate this agreement. The date of termination shall occur upon receipt of the written notice of termination by the Consultant pursuant to Section 8 of this agreement. The City will pay the Consultant an amount representing the work performed to the date of termination, plus any expenses the Consultant incurred to that date.

1. Confidentiality; FOIA Requests. "Confidential Information" means any information which the Consultant has designated as confidential in writing or ought to be considered confidential (however it is conveyed or on whatever media it is stored) including information that relates to a party's trade secrets, commercial information, proprietary information, and, private personal information, In the event the City,

or an authorized representative thereof, receives a FOIA request for documents containing Confidential Information, the City shall notify the Consultant of the request. Upon receipt of such notice by email or facsimile, the Consultant shall notify the City within two business days whether, and if so why, it believes the requested documents are exempt from disclosure under the applicable FOIA law, or if any portion of the requested documents is exempt from disclosure (and therefore should be redacted) under the Illinois Freedom of Information Act or other applicable rules, laws, or regulations.

2. Not Legal Advice. The City understands that any information or deliverables the Consultant provides to the City in connection with this agreement or the services provided hereunder is not, and should not be relied upon as, legal advice.
3. Delay. The Consultant shall not be responsible for failure to perform or for delays in the performance of services which arise out of causes beyond the control and/or without the fault or negligence of the Consultant.
4. Relationship. The Consultant will act under this agreement as an independent contractor, and nothing contained herein will constitute either party as the employer, employee, or representative of the other party, or both parties as joint ventures or partners for any purpose.
5. Enforceability. The invalidity or unenforceability of any provision of this agreement does not affect the validity or enforceability of any other provisions of this agreement, which will remain in full force and effect.
6. Amendments. This agreement may not be amended or modified except in writing signed by the parties hereto.
7. Governing Law. The laws of the state of Illinois, without regard to conflicts of law principles thereof, govern all matters arising under this agreement.
8. Notices. All notices pursuant to this agreement must be in writing and delivered by hand, sent via telecopy or overnight delivery or by certified or registered mail to each party's address provided in this agreement.
9. Entire Understanding. This agreement sets forth the entire agreement and understanding between the Consultant and the City with respect to the subject matter hereof.
10. Execution. The signature of either party hereto that is transmitted to the other party or other party's authorized representative electronically (e.g., facsimile, e-mail, etc.) will be deemed for all purposes to be an original signature. This agreement may be executed in any number of counterparts with the same effect as if all parties hereto had signed the same document.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed this ____ day of _____, 2024.

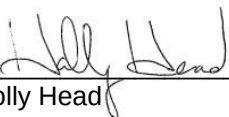
ATTEST:

City of Rock Island

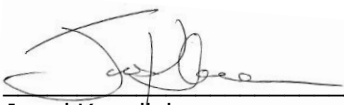
Authorized Representative

ATTEST:

Moran Economic Development, LLC



Holly Head



Jared Kanallakan

Memorandum



To: Rock Island City Council
From: Jessica Sager, Finance Director
Subject: Report from the Finance Department regarding a budget adjustment to the MLK Activity Fund (901) in the amount of \$9,400.
Date: November 11, 2024

Introduction and Background Information:

The Martin Luther King Center is requesting a budget adjustment to the MLK Activity Fund (901) revenue and expense budgets in the amount of \$9,400.00. The MLK Center has received additional donations and revenue through fundraising to support the Dynamic Status GEMS Metro Drill Team. The requested budget adjustment is for the revenue and expense accounts outlined in the attached memo.

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

City Council approve the budget adjustment increasing the MLK Activity Fund (901) revenue and expense budgets by \$9,400.00 for CY 2024.

Submitted by: Jessica Sager, Finance Director

Approved by:



Memorandum Martin Luther King Center

To: Jessica Sager, Finance Director
Subject: Adjustment to the FY2024 Budget
Date: October 23, 2024

An adjustment to the FY 2024 budget is requested by the Martin Luther King Center to address an increase in revenue of \$9,400 and expenditures of \$4,940 (balances the excess expenses originally budgeted) within MLK Activity Fund 901 to accommodate the Dynamic Status GEMS donations and fundraisers.

FUND 901: MLK ACTIVITY

Account Number	Account Name	Original Budget	Revised Budget
REVENUES			
901-000000-44205-6160000	Misc Program Fees - Metro Drill Team	100	6,500.00
901-000000-48502-6160000	Misc Donations - Metro Drill Team	20,000.00	25,000.00
901-000000-43301-0000092	RI COMMUNITY FNDTN	6,000.00	4,000.00
Total Revenues		\$ 26,100.00	\$ 35,500.00
EXPENDITURES			
901-356921-51405-6160000	Clothing - Metro Drill Team	7,500.00	11,183.00
901-356921-52203-6160000	Supplies/Fuel - Metro Drill Team	2,500.00	600.00
901-356921-52212-6160000	Supplies/Recreational - Metro Drill Team	10,000.00	11,670.00
901-356921-52212-6160092	Supplies/Recreational	6,000.00	6,000.00
901-356921-52216-6160000	Food/Human - Metro Drill Team	0	1,197.00
901-356921-53903-6160039	Automotive Rental - Day Foundation	0	4,850.00
Total Expenditures		\$ 26,000.00	\$ 35,500.00
Excess (Deficiency) of Revenues over Expenditures		\$ 100.00	\$ 0.00

Submitted by: Jerry Jones, MLK Center Director

Memorandum



To: Rock Island City Council
From: Jessica Sager, Finance Director
Subject: Report from the Finance Department regarding a budget adjustment to the MLK Activity Fund (901) in the amount of \$10,000.
Date: November 11, 2024

Introduction and Background Information:

The Martin Luther King Center is requesting a budget adjustment to the MLK Activity Fund (901) revenue and expense budgets in the amount of \$10,000.00. The MLK Center has received a donation that will be used to support the Active Club. The requested budget adjustment is for the revenue and expense accounts outlined in the attached memo.

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

City Council approve the budget adjustment increasing the MLK Activity Fund (901) revenue and expense budgets by \$10,000.00 for CY 2024.

Submitted by: Jessica Sager, Finance Director

Approved by:



Memorandum Martin Luther King Center

To: Jessica Sager, Finance Director
Subject: Adjustment to the FY2024 Budget
Date: October 23, 2024

An adjustment to the FY 2024 budget is requested by the Martin Luther King Center to address an increase in revenue of \$10,000 and expenditures of \$6,300 (balances the excess expenses originally budgeted) within MLK Activity Fund 901 to accommodate the Active Club donations and fundraisers.

FUND 901: MLK ACTIVITY

Account Number	Account Name	Original Budget	Revised Budget
REVENUES			
901-000000-44205-5338000	Misc Program Fees - Active Club	300	300
901-000000-48502-5338000	Miscellaneous Donations - Active Club	0	10,000
Total Revenues		\$ 300	\$ 10,300
EXPENDITURES			
901-356931-52216-5338000	Food/Humans	3,000	6,000
901-356931-52207-5338080	Supplies/Institutional	1,000	4,300
Total Expenditures		\$ 4,000	\$ 10,300
Excess (Deficiency)		\$ -3,700	\$ 0

Submitted by: Jerry Jones, MLK Center Director

Memorandum

To: Rock Island City Council
From: Jessica Sager, Finance Director
Subject: Report from the Finance Department regarding a budget adjustment to the MLK Activity Fund (901) in the amount of \$40,000.
Date: November 11, 2024



Introduction and Background Information:

The Martin Luther King Center is requesting a budget adjustment to the MLK Activity Fund (901) revenue and expense budgets in the amount of \$40,000.00. The Center received a grant from the Harold R. Bechtel Trust for Youth Program. The requested budget adjustment is for the revenue and expense accounts listed below.

Account Number	Description	Type	Amount
901-000000-43301-5332761	Other grants-Bechtel Trust	Revenue	\$40,000.00
901-356921-52101-5332761	Office supplies/general	Expense	\$10,000.00
901-356921-52207-5332761	Supplies/Institutional	Expense	\$4,000.00
901-356921-52212-5332761	Supplies/Recreational	Expense	\$17,000.00
901-356921-52216-5332761	Food/Humans	Expense	\$7,000.00
901-356921-51502-5332761	Professional development	Expense	\$2,000.00

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

City Council approve the budget adjustment increasing the MLK Activity Fund (901) revenue and expense budgets by \$40,000.00 for CY 2024.

Submitted by: Jessica Sager, Finance Director

Approved by:



Memorandum Martin Luther King Center

To: Jessica Sager, Finance Director
Subject: Adjustment to the FY2024 Budget
Date: November 1, 2024

The Martin Luther King Center is requesting a budget adjustment to the MLK ACTIVITY FUND (901) revenue and expense budgets in the amount of \$40,000. The funds are associated with a grant from the Harold R. Bechtel Trust for Youth Program. The requested budget adjustment is for the revenue and expense accounts listed below.

Account Number	Description	Type	Amount
901-000000-43301-5332761	Other Grants- Bechtel Trust	Revenue	\$40,000.00
901-356921-52101-5332761	Office Supplies/General	Expense	\$10,000.00
901-356921-52207-5332761	Supplies/Institutional	Expense	\$4,000.00
901-356921-52212-5332761	Supplies/Recreational	Expense	\$17,000.00
901-356921-52216-5332761	Food/Humans	Expense	\$7,000.00
901-356921-51502-5332761	Professional Development	Expense	\$2,000.00

Submitted by: Jerry Jones, MLK Center Director

Memorandum



To: Rock Island City Council
From: Jessica Sager, Finance Director
Subject: Report from the Finance Department regarding a budget adjustment to the MLK Activity Fund (901) in the amount of \$35,000.
Date: November 11, 2024

Introduction and Background Information:

The Martin Luther King Center is requesting a budget adjustment to the MLK Activity Fund (901) revenue budget in the amount of \$25,000 and the expense budget in the amount of \$35,000. The Center has received additional donations for their annual Thanksgiving Holiday Dinner event. The budget adjustment will impact the revenue and expense accounts outlined in the attached memo.

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

City Council approve the budget adjustment increasing the MLK Activity Fund (901) revenue budget by \$25,000 and the expense budget by \$35,000 for CY 2024.

Submitted by: Jessica Sager, Finance Director

Approved by:



Memorandum Martin Luther King Center

To: Jessica Sager, Finance Director
Subject: Adjustment to the FY2024 Budget
Date: November 4, 2024

An adjustment to the FY 2024 budget is requested by the Martin Luther King Center to address an increase in revenue of \$25,000 and expenditures of \$35,000 (balances the original budget) within MLK Activity Fund 901 to accommodate the Thanksgiving Holiday Dinner donations.

FUND 901: MLK ACTIVITY

Account Number	Account Name	Original Budget	Revised Budget
REVENUES			
901-000000-48502-5330000	Miscellaneous Donations - Thanksgiving	10,000.00	35,000.00
Total Revenues		\$ 10,000.00	\$ 35,000.00
EXPENDITURES			
901-356911-53112-5330000	Consultant Services	0.00	5,000.00
901-356911-52207-5330000	Supplies/Institutional	0.00	7,000.00
901-356911-52216-5330000	Food/Humans	0.00	20,000.00
901-356911-53902-5330000	Equipment Rental	0.00	3,000.00
Total Expenditures		\$ 0.00	\$ 35,000.00
Excess (Deficiency) of Revenues over Expenditures		\$ 0.00	\$ 0.00

Submitted by: Jerry Jones, MLK Center Director

Memorandum



To: Rock Island City Council
From: Jessica Sager, Finance Director
Subject: Report from the Finance Department regarding a budget adjustment to the CORI Building Amortization Fund (603) in the amount of \$50,000.

Motion: Motion to approve budget adjustments a through e.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

During the 2025 budget planning process, members of City Council suggested creating a Building Amortization Fund that could be used to fund repairs to City-owned buildings, such as a new roof, windows, siding, air handler, condenser, etc. Finance staff have created the CORI Building Amortization Fund (603) and is requesting a budget adjustment transferring \$50,000.00 from the General Fund contingency account to the new Fund. Beginning in 2026, the CORI Building Amortization Fund will continue to be funded through the regular budget process. The requested budget adjustment is for the account listed below.

Account	Description	Type	Amount
603-000000-49600-9101000	Transfer from General Fund	Revenue	\$50,000.00

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

City Council approve the budget adjustment transferring \$50,000.00 from the General Fund contingency account to the new CORI Building Amortization Fund (603) increasing revenue in the Fund for CY 2024.

Submitted by: Jessica Sager, Finance Director

Approved by:

Memorandum



To: Rock Island City Council
From: Jessica Sager, Finance Director
Subject: Report from the Finance Department regarding a budget transfer from the General Fund (101) to the General Fund Excess sub-account (102) in the amount of \$3,042,749.88.

Motion: Motion to approve the budget transfer as recommended.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The Finance Department is requesting budget approval to transfer CY23 excess General Fund revenue in the amount of \$3,042,749.88 from the General Fund (101) to the General Fund Excess sub-account (102). The General Fund Excess sub-account was established as a temporary holding account until final decisions are made regarding the allocation of the excess funds once the City's annual audit has been completed. This transfer also allows a clearer picture of the current year's General Fund balance.

Financial policies state that any General Fund balance in excess of the required 60-90 days of budgeted operating expenditures, that have not been assigned to fund the general fund operations of the next fiscal year, will be transferred to the Capital Improvement Fund at the completion of the annual audit. Once decisions are made regarding the allocation, CY 2025 budget entries will be made transferring funds from the General Fund Excess account to the appropriate accounts.

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

City Council approve the budget adjustment decreasing the General Fund (101) and increasing the General Fund Excess Fund (102) by \$3,042,749.88.

Submitted by: Jessica Sager, Finance Director

Approved by:

General Fund Excess

	(838,893)	Encumbrance amount from Standard Balance Sheet
	21,104,937	Fund Balance amount from Standard Balance Sheet
	(4,442,596)	Income from Standard Balance Sheet
* formula in use	15,823,448	General Fund Balance as of 12/31/23
	(622,053)	Less Unspent ARPA Transfers in CY 2023 see Income statement below
	15,201,395	General Fund Balance after removing unspent ARPA as of 12/31/23
	56,285,406	Determine General Fund amount for CY 2024
	(6,175,750)	Remove ARPA Expenses budgeted in GF for CY2023 (101-@@@@@-5@@
	(1,475,076)	Remove One Time Expense Transfers from GF Excess
	48,634,580	General Fund Expenses after removing ARPA/GF Excess for CY2024
* formula in use	12,158,645.00	Determine 90 day fund reserve amount for CY 2024
* formula in use	3,042,750	Determine amount to be transferred to fund 102
	3,042,750	Remaining excess to be transferred to CIP

JOURNAL ENTRY / DESCRIPTION

Transfer of Excess CY 2023 General Fund Balance to General Fund Excess

Sub-Account*

	DEBIT	CREDIT
101-211041-58100-9102000	3,042,749.88	-
102-000000-49600-9101000	-	3,042,749.88
*Various revenue transfer accounts		

NOTE: The above Journal Entry is done in June. The amount used in the journal entry should match what is being used for the Gaming / General Fund Carryover allocation spreadsheet for the upcoming budget year.

*This is a sub-account of the General Fund to hold the excess until final decisions are made.

Memorandum



To: Rock Island City Council
From: Nichole Mata, Miles Brainard, Director
Subject: Report from the Community Development Department regarding approval of an amendment to the Community Development Block Grant Program Manual regarding conflicts of interest.

Motion: Motion to approve the amendment to the Community Development Block Grant Program Manual.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The Community Development Department is proposing a change to the Community Development Block Grant (CDBG) Program Manual regarding public service funding. The proposed change is highlighted in yellow on page 19 for reference.

Previously, organizations with staff members serving on the Community Development Commission (CDC) were allowed to apply for public service funding. Their respective staff person need only disclose their affiliation and recuse themselves from the vote. The intention of this more open application process was to ensure as broad a range of organizations could apply as possible. Unfortunately, after a year of legal review and consultation with HUD, it has been determined that this approach will not sufficiently address real and perceived conflicts of interest. The proposed change would prohibit organizations with members serving on the CDC from applying for public device funding. There is agreement among staff, the City Attorney, and HUD that this will resolve concerns around conflict of interest.

The CDC voted on October 21 to recommend that the change be approved.

Previous Council Action (if any):

N/A

Budget Impact:

N/A

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

N/A

Council Goal (if applicable):

N/A

Recommendation:

The Community Development Department recommends that the City Council approve the amendment to the Community Development Block Grant Program Manual.

Submitted by: Nichole Mata

Approved by:



Community Development Block Grant Program Manual

Community & Economic Development Department
Community Development Division
1528 Third Avenue
Rock Island, IL 61201

Approved by the Rock Island City Council on December 12, 2022

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Section 1: Introduction

The City of Rock Island has been an Entitlement Community in the Community Development Block Grant (CDBG) Program of the US Department of Housing and Urban Development (HUD) since 1975. The CDBG Program distributes federal funds to states, counties, and cities to fulfill the following program goals:

- Provide decent, safe, and sanitary housing;
- Provide a suitable living environment; and
- Expand economic opportunities principally for low and moderate-income persons.

Basic requirements for a local CDBG program are set forth in CDBG Program Regulations 24 CFR 570. Federal requirements allow for extensive flexibility in how a local CDBG program may be managed. In the City of Rock Island, as in other communities, staff develop five-year Consolidated Plans and corresponding Annual Action Plans that establish how CDBG funds shall be used. These documents describe community needs, priorities, and resources as well as objectives and performance measures. They do not on their own, however, describe the overall CDBG Program's policies and procedures.

Federal regulations in 24 CFR 570.501(b) state that "The recipient of HUD funds is responsible for ensuring that CDBG funds are used in accordance with all program requirements. The use of designated public agencies, subrecipients, or contractors does not relieve the recipient of this responsibility." The City's CDBG Program policies and procedures must be fully described in a Program Manual that guides City employees, agencies, contractors, and subrecipients on how to use and account for CDBG funds. This Program Manual is intended to satisfy that Federal requirement.

Note that references herein to the "CDBG Program" refers to the entirety of CDBG-funded programming and activities undertaken by the City. Individual programs and activities under the umbrella of the CDBG Program are explained in appendices to this Program Manual. Examples of these include the General Housing Rehabilitation Program and the Commercial/Industrial Revolving Loan Fund (CIRLF). The City Council may from time to time approve amendments to either the Program Manual itself or the appendices as Federal regulation may require or to better align with changing community needs.

Section 2: Staff and the Community Development Commission

The Community & Economic Development Department (CED) is responsible for administration of CDBG-funded programming including the Housing Rehabilitation Program. The Department is organized into four divisions, each of them headed by a manager reporting to the department director. The Community Development Division is the one primarily responsible for CDBG-funded programming but is assisted by the other divisions in various aspects of the programming.

The Community Development Division consists of three staff members.

- Community Development Manager: This position is responsible for supervision of the other two division staff members and coordinates all division activities. Adherence to policies and procedures as well as financial oversight are primary responsibilities as they pertain to the CDBG program. This position also ensures that overall goals are met.
- Housing Officer: This position is responsible for processing applications from people seeking housing rehabilitation assistance. They determine eligibility, update a waiting list for services, prepare contracts, and maintain case files.
- Construction Officer: This position is responsible for conducting inspections of properties receiving rehabilitation assistance, preparing scopes of work, monitoring the performance of contractors, and conducting final inspections. They are also responsible for lead-based paint hazard risk assessments and associated functions.

Other staff in the CED Department that assist with the CDBG program include:

- Planning & Zoning Manager: This position assists with historic preservation matters, specifically the Section 106 process.
- Geographic Information Systems (GIS) Specialist: This position uses mapping software to assemble the majority of what is included in environmental review documents. They also create site maps for projects when needed.
- Building Official: This position oversees CDBG-funded building demolitions when they occur.

The Community Development Commission, previously known as the Citizen's Advisory Committee, is overseen by the CED Department. This nine-person public body is responsible for holding public hearings required for development of the Annual Action Plan and the five-year Consolidated Plan. It is also responsible for making general recommendations about the use of CDBG funds as well as any similar funds overseen by the CED Department, such as those from the Illinois Housing Development Authority (IHDA). Members serve three-year terms and are eligible for two consecutive terms. Appointments to the Commission are made by the Mayor with the approval of the City Council. Members should have professional experience working in community development including but not limited to housing issues. Members should also be diverse and representative of the entire community.

Section 3: National Objectives

When developing a CDBG-funded project, program, or activity, it is helpful to follow a step-by-step process to ensure compliance with all applicable regulations. The next several sections of this Program Manual discuss those steps. The first step in that process is determining which of HUD's three National Objectives are being met and how. If a proposed undertaking does not meet one of them, it cannot be considered for funding. All CDBG-funded undertakings must meet at least one of HUD's three National Objectives. The three National Objectives are:

1. Provide a benefit to low- to moderate-income persons and/or households;
2. Aid in the prevention or elimination of slums or blight; or
3. Meet an urgent community development need of recent origin that threatens the health or welfare of residents.

The following is a brief discussion of each National Objective including definitions, criteria, and examples.

Criteria for Activities Benefiting Low/Moderate Income Persons

A low- or moderate-income person is defined in the statute as a member of a household having an annual income equal to or less than 80% of the median income as defined by HUD. The three pertinent median income limits for CDBG are as follows:

- | | |
|---|---------------------------|
| ☐ Extremely Low Income | 30% of median area income |
| ☐ Very Low Income | 50% of median area income |
| ☐ Low Income | 80% of median area income |

The median income changes annually, therefore, the household's low- and moderate-income levels may also change. Every applicant must document the income levels of the potential beneficiaries of CDBG funding at the time of application submission to ensure that at least 51% of the beneficiaries' meet HUD guidelines. Due to an "exception criteria" from HUD this is reduced to 45.68% for LMI Area Benefit projects. Income guidelines are updated annually and located on HUD's website to review.

Activities, which benefit low/mod income persons, may be classified as providing:

- ☐ Area Benefit
- ☐ Limited Clientele Benefit to persons of low/moderate income
- ☐ Housing Benefit to persons of low/moderate income
- ☐ Job Creation or Retention for persons of low/moderate income

Examples of potentially eligible activities under the Area Benefit category may include activities such as street improvements; water and sewer line upgrades; and neighborhood facility construction. Potentially eligible activities under the Limited Clientele Benefit category may include the construction of a senior center; public services for the homeless; job training or job creation for low/mod income individuals; and meals on wheels for the elderly. Potentially eligible Housing Benefit Activities include the acquisition of property for permanent housing; rehabilitation of permanent housing; conversion of non-residential structures into permanent housing; and eligible activities connected with new housing construction. For an activity of Job Creation, the recipient must document that at least 51 percent of the jobs will be held by, or available to, low- and moderate-income persons. For activities designed for Job Creation or Retention, permanent jobs where at least 51 percent of the jobs, computed on a full-time equivalent basis, involve the employment of low- and moderate-income persons. Section IV contains information on specific guidelines for determining and documenting low- to- moderate income benefit.

To test whether a project will meet the low-and moderate-income benefit National Objective, it is helpful to follow these guidelines:

- To determine a project's eligibility using Area Benefit, refer to the low- and moderate-income area map available on HUD's website (<http://egis.hud.gov/cpdmaps/>) applicants may also contact the Office of Community Reinvestment staff to request an income survey be conducted of the service area of the project. At least 45.68% of households within the identified service area must meet the low- to- moderate income limits as set by HUD.
- To calculate Limited Clientele Benefit, determine the total household income of each user by household size. At least 51% of users must meet the income limits.
- To calculate Housing Benefit Activities, households meeting the income guidelines must occupy single-family structures. If the structure contains more than one unit, at least 51% of the units must be occupied by households meeting the income limits.

Note: The income of all adults (not necessarily related) living in the household must be combined and compared to the income limit for the number of persons living in the household. Staff from the Office of Community Reinvestment is available to assist applicants in this evaluation.

Criteria for Activities to Prevent or Eliminate Slums or Blight

Activities that address the prevention or elimination of slums or blight may be classified as:

- An Area Basis
- A Spot Basis
- An Urban Renewal Basis

To qualify under the National Objective of slums or blight on an *Area* Basis, the activity must meet all of the following criteria:

- The area must be designated as a slum/blight area by the governing jurisdiction; and must meet the definition of a slum, blighted, deteriorated, or deteriorating area under state or local law.

- ❑ A substantial number of deteriorated or deteriorating buildings or public improvements must be located throughout the area.
- ❑ Documentation must be maintained by the governing jurisdiction on the boundaries of the area and the conditions, which qualified the area under this objective at the time of designation.
- ❑ The activity must address one of the conditions which contributed to the deterioration of the area.

Potentially eligible activities include assistance to commercial or industrial businesses; public facilities and improvements; and code enforcement provided the assistance is designed to address one or more of the specific conditions which qualified the area.

To qualify under the National Objective of prevention or elimination of slums or blight on a *Spot* Basis, the activity must meet all the following criteria:

- ❑ The activity must be designed to eliminate specific conditions of blight or physical decay at a specific location not incorporated in a slum or blighted area.
- ❑ The activity must be limited to acquisition, clearance, relocation, historic preservation, or building rehabilitation to eliminate specific conditions detrimental to public health and safety.

Potentially eligible activities under the objective to prevent or eliminate slums or blight on a spot basis include the removal of faulty wiring or falling plaster; historic preservation of a public facility; and demolition of a vacant, deteriorated, (non-historic) abandoned building.

To qualify under the National Objective of slums or blight on an *Urban Renewal* Basis, the activity must meet all of the following criteria:

- ❑ Located within an urban renewal project area or Neighborhood Development Program (NDP) action area; i.e., an area in which funded activities were authorized under an urban renewal Loan and Grant Agreement or an annual NDP Funding Agreement, pursuant to Title I of the Housing Act of 1949; and
- ❑ Necessary to complete the urban renewal plan, as then in effect, including *initial* land redevelopment permitted by the plan.

Despite the restrictions in (b) (1) and (2) of 24 CFR 570.208, any rehabilitation activity which benefits low- and moderate-income persons pursuant to paragraph (a)(3) of that section can be undertaken without regard to the area in which it is located or the extent or nature of rehabilitation assisted.

Criteria for Activities to Meet an Urgent Community Development Need

To qualify an activity under the objective of meeting an Urgent Community Development Need, an activity must be designed to alleviate existing conditions in which the governing jurisdiction certifies all of the following:

- ☐ The existing conditions pose a serious and immediate threat to the health, safety or welfare of the community.
- ☐ The existing conditions are of recent origin (within the last 18 months)
- ☐ The grantee is unable to finance the activity
- ☐ Other funding resources are not available.

A condition will generally be considered of recent origin if it developed or became critical within 18 months preceding certification. Activities meeting the urgent needs criteria involve emergency or disaster situations with substantial costs which overextend the ability of a community to pay the costs through local taxation. Examples of activities meeting the Urgent Community Development Need objective include ruptured sewer and water mains; damages resulting from major catastrophes; or emergencies such as floods and earthquakes.

Section 4: Eligible and Ineligible Activities

Once an activity has been classified as meeting a National Objective, the second step is to determine whether CDBG funds may be used for a specific project or activity. Many types of activities qualify for CDBG assistance. This section describes these in detail by type. The proper classification of an activity insures that CDBG funds are used only for eligible activities and may further identify applicable statutes, requirements, and regulations for certain activities.

Activities that are Eligible

HUD has established the listing of eligible activities below as provided in the CDBG regulations. It should be noted that the list occasionally changes and that several activities have specific eligibility requirements. The following are considered eligible activities:

Public Facility/Infrastructure Improvements – Related Activities

- ☐ Acquisition of Real Property (land and/or building) - in whole or in part, by purchase, long-term lease, donation or other. §570.201(a)
- ☐ Disposition of Real Property (land and/or building) - the payment of costs incidental to the disposition of real property acquired with CDBG funds. §570.201(b)
- ☐ Installation, construction, reconstruction, rehabilitation, and installation of public facilities (except government buildings). §570.201(c)
- ☐ Clearance and demolition. §570.201(d)
- ☐ Interim Assistance for Public Facilities and Improvements - including limited improvement to a deteriorating area as a prelude to permanent improvements and activities to alleviate an emergency condition. §570.201(f)
- ☐ Privately-Owned Utilities - including acquisition, reconstruction, rehabilitation, and installation of such. §570.201(l)
- ☐ Code Enforcement. §570.202(c)
- ☐ Fire Protection Equipment – considered for this purpose to be an integral part of a public facility and thus, purchase of such equipment would be eligible under §570.201(c)
- ☐ Construction Equipment – limited to the purchase of construction equipment for use as part of a Solid Waste Disposal facility. §570.201(c)

- ❑ Removal of material and architectural barriers that restrict the mobility and accessibility of elderly or severely disabled persons to public facilities. §507.201(c)
- ❑ Relocation costs incurred by displacement from CDBG projects. §570.201(i)
- ❑ Loss of rental income by owners holding units for persons displaced by CDBG projects. §570.201(j)
- ❑ Homeownership assistance, such as down payment assistance or mortgage interest subsidy for homebuyers. §570.201(n)

Rehabilitation and Preservation – Related Activities

- ❑ Rehabilitation of properties – including privately-owned homes, publicly-owned housing, publicly or privately-owned commercial or industrial buildings, nonresidential buildings owned by nonprofits, and manufactured housing when it is part of the permanent housing stock. §570.202(a).
- ❑ Historic Preservation - the rehabilitation, preservation and restoration of historic properties. Historic properties publicly or privately owned, may include those listed on or eligible for listing on the State or National Registers of Historic Places. §570.202(d).
- ❑ Renovation of closed buildings. §570.202(e).
- ❑ Lead-based paint testing, evaluation, reduction, and clearance. §570.202(f).
- ❑ Improvements to increase the efficient use of energy and or water in a structure. §570.202(b)
- ❑ Connection of residential structures to water distribution lines or local sewer collection lines. §570.202(b).
- ❑ Rehabilitation Services to include rehabilitation counseling, energy auditing, preparation of work specifications, loan processing, and inspections. §570.202(b)

Public Service Activities. §570.201(e)

- ❑ Employment training
- ❑ Crime Prevention
- ❑ Child Care
- ❑ Health and drug abuse and education
- ❑ Furnishings and Personal Property – limited to such items necessary for use by a recipient or its subrecipients in the administration of activities assisted with CDBG funds, or when eligible as firefighting equipment, or when such items constitute all or part of a Public Service.
- ❑ Operating and maintenance expenses associated with Public Service activities, interim assistance, and office space for program staff employed in carrying out the CDBG program. The use of CDBG funds to pay allocable costs of operating and maintaining a facility used in providing a Public Service even if no other costs of providing such service are assisted with CDBG funds.
- ❑ Fair housing counseling and homebuyer pre-purchase counseling
- ❑ Energy Conservation

Economic Development Activities. §570.203, §570.204 and §570.201(o)

- Acquisition, construction, rehabilitation, or installation of commercial or industrial buildings or railroad spurs.
- Grants, loans, loan guarantees, interest subsidies to businesses.
- Administrative costs directly related to economic development projects.
- Special activities by Community-Based Development Organizations (CBDOs) that are part of a broader effort to revitalize a neighborhood.
- Assistance to micro-enterprises, such as loans, grants, technical assistance, or supportive services.

Planning and Administration. §570.205 and §570.206

- Preparation of general plans such as the Consolidated Plan.
- Functional plans such as housing plans.
- Neighborhood plans and general historic preservation plans.
- Policy planning, management, and capacity building activities.
- Monitoring
- General program administration
 - General management, office expenses, travel, legal services, and salaries
 - Public information, Fair Housing activities, indirect costs, and preparation of applications for federal funds.
 - Does not include costs to directly deliver a specific project.

Activities that are Ineligible

Despite apparent inclusion within the listing of eligible activities, some activities fall within a category of explicitly ineligible activities. In general, any activities not authorized under the provisions of eligible activities are ineligible for funding.

- Purchase of Equipment - for example, construction, fixtures, motor vehicles, furnishings and other personal property not an integral structural fixture is generally ineligible;
- Operating and Maintenance Expenses – any expense associated with repairing, operating or maintaining public facilities, improvements and services is ineligible. Examples of ineligible operating and maintenance include: the maintenance and repair of publicly owned streets (filling of pot holes in streets, repairing of cracks in sidewalks, replacement of expended street light bulbs), parks (the mowing of recreational areas), water and sewer facilities, neighborhood facilities, senior centers, centers for persons with disabilities;
- Payment of staff salaries, utility costs and similar expenses necessary for the operation of public works and facilities;

- New Housing Construction – the construction of new permanent residential structures or for any program to subsidize or assist such new construction is ineligible except when carried out by an entity pursuant to §570.204(a).
- Income payments – any series of subsistence - type grant payments, such as housing allowances, food, clothing or utilities.

Section 5: Documenting Benefit

Once an activity has been determined eligible, it is necessary to determine how that eligibility will be demonstrated in documentation. The following chart provides examples of how that can be done.

Benefit to Low-and Moderate-Income (LMI) Persons (§570.208(a)): Required Documentation

Activities benefiting low- and moderate-income (LMI) persons: Activities meeting the criteria in this section as applicable, will be considered to benefit low- and moderate-income persons unless there is substantial evidence to the contrary. In assessing any such evidence, the full range of direct effects of the assisted activity will be considered. (The recipient shall appropriately ensure that the activities that meet these criteria do not benefit moderate-income persons to the exclusion of low-income persons.)

As described in Section II, Low/Moderate income benefit activities are classified as Area Benefit; Limited Clientele; Housing Activities; or Job Creation or Retention.

Documenting Area Benefit (§570.208(a)(1))

HUD provides census data for the areas that qualify under the low/moderate income benefit on an area basis. The most current data and the accompanying maps delineating the areas for this application cycle

are based on Census data (see Appendix A, C and D). The activity may benefit all the area's residents. It is important that all the boundaries of the service area be clearly defined. This area need not be coterminous with census tracts or other officially recognized boundaries but must include the entire area served by the activity. This National Objective is met if an eligible *non-housing* activity is undertaken and at least 45.68% of the residents in the defined service area who benefit from this activity are LMI.

Examples of eligible Area Benefit projects are:

- ☐ New sidewalks in a low/moderate income neighborhood
- ☐ A new paved road or water and sewer system in a low/moderate income neighborhood
- ☐ A new playground in a low/moderate income neighborhood

To qualify a project as Area Benefit for persons of low- and moderate-income, an applicant/subrecipient must:

- ☐ Establish the boundaries of the service area of the proposed community development project. The service area must be primarily residential in character and the activity must meet locally identified needs.
- ☐ Document the income of the families in the service area. If the HUD low- and moderate-income area data available does not show the area to be part of a low- and moderate-income block group, and there is reason to believe that the area is a "pocket of poverty," the City can provide technical assistance for conducting a survey of the households in the service area.

Documenting Limited Clientele Benefit (§570.208(a)(2))

Activities in this category benefit a specific group of people, rather than all the residents in a area. These are *non-housing* activities that are eligible because they are designed to benefit a limited number of persons. HUD requires that at least 51 percent of the members of these specific groups be persons of low- to moderate- income. Data on incomes of users is often available from the files of the service agency or sponsoring organization.

Examples of eligible Limited Clientele activities are:

- ☐ Construction or rehabilitation of a community center, center for senior citizens, homeless shelter, job training facility, or domestic abuse shelter
- ☐ Public services for the homeless or battered spouses, "Meals on Wheels" for the elderly, or food pantries, etc.

To qualify under this category, the activity must meet one of the following tests:

- ☐ Benefit a clientele 51 percent of which must meet the HUD definition for low/moderate income persons. Those benefiting from the activity must be documented, by family size and income, to show that at least 51% are LMI;
- ☐ The activity has income eligibility requirements limiting the activity to LMI persons only;
- ☐ Benefit a clientele generally presumed to be principally low/moderate income persons. The following groups are currently presumed to meet this criterion:
 - ☐ Abused children
 - ☐ Severely disabled adults (as defined by the Bureau of Census)
 - ☐ Elderly persons (62 years of age and over)
 - ☐ Illiterate adults
 - ☐ Migrant farm workers
 - ☐ Battered spouses
 - ☐ Persons with HIV/AIDS
 - ☐ Homeless persons
- ☐ Be of such nature and location that it may be concluded that the beneficiaries will primarily be low- and moderate-income persons.

Documenting Limited Clientele Benefit with User Data

Applicants/Subrecipients who need documentation for limited clientele projects can obtain information about beneficiaries and users with CDBG survey forms. Nonprofit organizations, depending upon the type of activity they conduct, may already have user or intake forms and statistics. For example, health care centers may use intake forms to document family income; day care centers may use admittance applications to obtain data, etc.

The Office of Community Reinvestment will aid in the development of a CDBG survey form for any organization that does not currently have one.

The following activities Do not qualify under the Limited Clientele category:

- ☐ Activities that benefit all the residents of an area;
 - ☐ Activities involving acquisition, construction or rehabilitation of property for housing; or
 - ☐ Activities that benefit LMI persons through the creation or retention of jobs,
 - ☐ Except job training and placement and/or other employment support services.
- §570.208(a)(2)(iv)

LMI Housing Activities (§570.208(a)(3))

CDBG funds are primarily used for the rehabilitation of residential and mixed-use buildings. The original intent of the CDBG program was for housing rehabilitation, there are limitations on the way funds may be used for the construction of new housing. Important questions to ask when determining the eligibility of housing activities are:

- ☐ Does the activity benefit LMI households, or remove blight, and

- ☐ Is the subrecipient an eligible public or private non-profit organization or a special limited profit corporation?

Note: Only permanent housing is eligible under this subcategory for LMI benefit.

Examples of eligible Housing Activities benefiting low- and moderate-income persons/households are:

- ☐ Acquisition of land or existing buildings.
- ☐ Rehabilitation of owner-occupied or rental units.
- ☐ Conversion of non-residential structures to housing units.
- ☐ Newly constructed homes developed by a Community Based Development Organization (CBDO) as pursuant to §570.204(a).
- ☐ Purchase assistance for LMI homebuyers.

Note: The income of *all* adults (not necessarily related) living in the household must be combined and compared to the income limit for the number of persons living in the household.

Activities that include acquisition, construction or rehabilitation of housing units may qualify as meeting the National Objective of benefiting LMI households only to the extent that the required number of units is occupied by LMI households upon completion.

The required number of LMI units for Housing Activities cover both owner-occupied and rental units. *At completion:*

- ☐ If the unit is a single unit, the occupant must be an LMI household.
- ☐ In duplexes, at least one of the units must be occupied by an LMI household.
- ☐ When CDBG assistance is provided to buildings with more than two units, at least 51% of the units must be occupied by LMI households.

Documenting LMI Housing Activities

For each activity, the following records must be kept:

- ☐ Fair Housing and Equal Opportunity rules apply to the use of CDBG funding therefore occupancy record identifying the occupants' race and ethnicity as well as female-headed households must be maintained on file.
- ☐ Documentation of household size and income must be maintained on file. Also include a copy of the HUD income limit for the relevant funding year as income limits typically change from year to year.

LMI Job Creation or Retention Activities (§570.208(a)(4))

- For an activity that creates jobs, the recipient must document that at least 51 percent of the jobs will be held by, or will be available to, low- and moderate-income persons.
- For an activity that retains jobs, the recipient must document that the jobs would actually be lost without the CDBG assistance and that either or both of the following conditions apply with respect to at least 51 percent of the jobs at the time the CDBG assistance is provided:
 - The job is known to be held by a low- or moderate-income person; or
 - The job can reasonably be expected to turn over within the following two years; and that steps will be taken to ensure that it will be filled by, or made available to, a low- and moderate-income person upon turnover.

Jobs that are not held or filled by a low- or moderate-income person may be considered available to low- and moderate-income persons for these purposes only if:

- Special skills that can only be acquired with substantial training or work experience or education beyond high school are not a prerequisite to fill such jobs, or the business agrees to hire unqualified persons and provide the needed training; and
- The recipient and the assisted business take actions to ensure that low- and moderate-income persons receive first considerations for filling such jobs.

For purposes of determining whether a job is held by or made available to a low- or moderate-income person, the person may be presumed to be a low- or moderate-income person if:

- He/she resides within a census tract (or block numbering area) that either:
- Meets the requirements of paragraph (A)(4)(c) of this section; or
- Has at least 70 percent of its residents who are low- and moderate-income persons, or
- The assisted business is located within a census tract (or block numbering area) that meets the requirements of paragraph (A)(4)(c) of this section and the job under consideration is to be located within that census tract.

A census tract (or block numbering area) qualifies for the presumptions permitted under paragraphs (A)(4)(b)(i)(1) and (ii) of this section if it is either part of a Federally-designated Empowerment Zone or Enterprise Community or meets the following criteria:

- It has a poverty rate of at least 20 percent as determined by the most recently available decennial census information;
- It does not include any portion of a central business district, as this term is used in the most recent Census of Retail Trade, unless the tract has a poverty rate of at least 30 percent as determined by the most recently available decennial census information; and

It evidences pervasive poverty and general distress by meeting at least one of the following standards:

- All block groups in the census tract have poverty rates of at least 20 percent;

- The specific activity being undertaken is in a block group that has a poverty rate of at least 20 percent, or
- Upon the written request of the recipient, HUD determines that the census tract exhibits other objectively determinable signs of general distress such as high incidence of crime, narcotics use, homelessness, abandoned housing, and deteriorated infrastructure or substantial population decline.

Prevention or Elimination of Slums and Blight: Required Documentation

Activities, which eliminate or prevent slums and blight, can be conducted on an Area Basis, a Spot Basis, or in an Urban Renewal Area.

Elimination of Slum or Blight on an Area Basis

Potentially eligible activities with the objective of eliminating slums and blight on an Area Basis include assistance to commercial/industrial properties for exterior or code related improvements, public facilities and improvements, as well as code enforcement, provided the assistance is designed to address one or more of the specific conditions that qualified the area as one of slum and blight.

Elimination of Slums or Blight on a Spot Basis

In order to qualify under the National Objective of elimination of slums and blight on a Spot Basis the activity must meet the following criteria:

- It must be designed to eliminate specific conditions of blight or physical decay on a Spot Basis not located in a slum or blighted area; or
- It must be limited to acquisition, clearance, relocation, historic preservation, or building rehabilitation to eliminate special conditions detrimental to public health and safety. Potentially eligible activities under the objective to eliminate slums or blight on a spot basis include the removal of faulty wiring or falling plaster; historic preservation of a public facility; or demolition of a vacant, deteriorated, (non-historic) abandoned building.

Elimination of Slums or Blight in an Urban Renewal Area

This category is intended to permit the redevelopment of areas in which activities were begun with funds received under Federal Urban Renewal and related programs (replaced by the CDBG Program). In order to qualify under the objective to eliminate slums or blight in an Urban Renewal Area, an activity must be:

- Located within an urban renewal project area; and
- Necessary to complete the urban renewal plan

Urgent Need: Required Documentation

The records to document urgent need should include the following:

- Photographs of the condition
- Building Department statements regarding health and safety hazards
- State and Federal designation of the condition as a disaster

In addition, if a participating unit of general local government within an urban county uses CDBG funds for an urgent need, the county Must be able to document that the participating local government was unable to finance the activity.

This chart provides a quick reference guide on documentation.

National Objective	Requirements	Example of Data Source
Low/Mod Income Benefit	☐ Map identifying the boundaries of the service area ☐ Income characteristics of the users. Most recent quarterly/annual reports on beneficiaries and users by income.	☐ Survey of residents' incomes in the service area. ☐ Census and Block Group Information. ☐ Income surveys of all users of project or service as approved by the City.
Removal of Slum or Blight	☐ Board resolution designating area under state or local law. ☐ Substantial number of buildings or public improvements must be deteriorated. ☐ Map delineating boundaries of area. Activity addresses one or more of the deteriorated conditions. ☐ Detailed narrative describing programs and comprehensive plans for improvements.	☐ Pre-rehabilitation inspection reports and a Phase I ☐ Environmental Site Assessment. ☐ Infrastructure conditions report. Detailed survey of building conditions and code violations. ☐ Urban renewal plans.
Urgent Need	☐ Certification that condition poses serious threat to the health and welfare of the community. ☐ Condition is recent. ☐ Governing jurisdiction is unable to finance the project. ☐ No other resources or funds are available.	☐ "Turndown letters" indicating no other source of funding is available. ☐ Health Department reports documenting a serious condition. ☐ Evidence that applicants designed activity to address the urgent need.

Section 6: Subrecipient Application Process

Nonprofits and other agencies may request CDBG funding for their activities. In order to apply, they must submit a written request to the CED Department. The request shall be made using a format and/or forms provided by staff. The application period shall be from January 1 to January 31 of each calendar year. Applications received late will not be considered for that calendar year but may be submitted again the next year. The application must include a complete project description and/or scope of work with detailed cost estimates. If there are other sources of funding involved, those need to be clearly identified. A public announcement shall be made when the application period begins. Other City departments shall not be considered subrecipients, but shall submit project proposals and funding requests in the same manner and within the same timeframe as described above.

Staff will evaluate all applications using the following criteria.

1. Consolidated Plan Need/Strategy
 - a. Affordable Housing: Preserve existing units of affordable and special needs housing throughout the city and create additional units of such housing in areas where they are currently lacking and near employment centers.
 - b. Neighborhood Improvements: Public improvements to parks/infrastructure that directly affect the quality of neighborhoods/communities.
 - c. Facility Development: Acquisition, rehabilitation, and/or construction of facilities from which human/social services are provided to area residents.
 - d. Homelessness: Increase the availability of emergency-shelter and transitional- housing services and facilities.
2. Leveraging of Other Resources
3. Project Readiness
4. Community Impact/Urgency
5. Urgent need for which no other funding is available. Factors considered include the extent of the project's physical improvements, and it's economic, environmental, and/or community health benefits. Consideration will be given to the number of low- and moderate-income residents that will benefit from the project, in relation to the amount of CDBG funds requested.
6. Organizations that have staff serving on the CDC shall be ineligible to apply for public service funding due to real or perceived conflicts of interest.

Having evaluated the applications, staff will make recommendations to the Community Development Commission regarding which activities should be funded as part of the development process for the Annual Action Plan. The Commission shall in turn make a recommendation to the City Council about the Annual Action Plan which shall include said activities.

The amount of funding awarded will be based on the applicants' project or activity proposal and its ability to assist the City in fulfilling its priorities. The applicant's demonstrated ability to expend funds within the program fiscal year will also be considered. Funding amounts and the release of funds is contingent upon the congressional approval of HUD's annual CDBG budget. Should Congress elect to reduce CDBG funding, the City will be required to modify allocations consistent with these reductions.

Section 7: Subrecipient Agreements

When an activity is approved for funding as described in the previous section, a Subrecipient Agreement shall be required. The agreement shall detail the obligations of both the CED Department and the subrecipient (formally the applicant). The agreement shall remain in effect the entire length of the project or activity. Agreements shall be approved by the City Council. AS stated previously, other City departments shall not be considered subrecipients, but shall enter into such an inter-departmental memorandum of understanding (MOU) with the CED Department for each project or activity receiving CDBG funding. The MOU shall also be approved by the City Council.

The agreement shall include, at a minimum, the following information.

- Scope of Work: The agreement shall include a description of the work to be performed, a schedule for completing the work, and a comprehensive budget.
- Project Management: The agreement shall specify that the CED Department shall manage the entire project from beginning to end on behalf of the subrecipient unless otherwise stated.
- Records and Reports: The agreement shall specify what documents and records must be produced by the subrecipient and provided to the CED Department.
- Program Income: The agreement shall include the program income requirements set forth in §570.504(c).
- Uniform Administrative Requirements: The agreement shall require the subrecipient to comply with applicable uniform administrative requirements as described in §570.502.
- Other program requirements: The agreement shall require the subrecipient to carry out each activity in compliance with all Federal laws and regulations described in subpart K of the regulations, except that:
 - The subrecipient does not assume the City's environmental responsibilities described at §570.604; and
 - The subrecipient does not assume the City's responsibility for initiating the review process under the provisions of 24 CFR part 52.
- Suspension and Termination: The agreement shall specify that, in accordance with 24 CFR 85.43, suspension or termination may occur if the subrecipient materially fails to comply with any term of the award, and that the award may be terminated for convenience in accordance with 24 CFR 85.44.
- Reversion of Assets: The agreement shall specify that upon its expiration the subrecipient shall transfer to the City any CDBG funds on hand at the time of expiration and any accounts receivable attributable to the use of CDBG funds. It shall also include provisions designed to ensure that any real property under the subrecipient's control that was acquired or improved in whole or in part with CDBG funds (including CDBG funds provided to the subrecipient in the form of a loan) is either:
 - Used to meet one of the national objectives in §570.208 (formerly §570.901) until five years after expiration of the agreement, or for such longer period as determined to be appropriate by the city; or

- Not used in accordance with this section, in which event the subrecipient shall pay the city an amount equal to the current market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for the acquisition of, or improvement to, the property. The payment is program income to the City.

Section 8: Subrecipient Reimbursement Requests

The City provides reimbursement payments to subrecipients based on verification of expenditures. This is done by submission of a request for payment form with all required back-up documentation. The payment request is reviewed for completeness and accuracy by the Housing Officer. It is then submitted to the Community Development Manager for approval. The payment request is then submitted to the Finance Department for processing. Subrecipients must submit requests in a timely manner as described in their Subrecipient Project Agreement. The City, in turn, has thirty days to issue payment.

Each request for payment must have adequate documentation of eligible costs. Documentation may include invoices, payroll records, purchase orders, copies of canceled checks, timesheets reflecting time spent directly on CDBG activities, et cetera. Requests must only be for costs directly related to the approved activity and included in the approved budget attached to the contract. Subrecipients may not use CDBG funds for the following:

- General administrative costs;
- “Overhead” costs; or
- Costs applicable to all subrecipient activities regardless of funding source.

CDBG expenditures as shown in the City’s accounting system are reviewed every two weeks by the Community Development Manager who initiates the paperwork for a drawdown of funds through the Integrated Disbursement and Information System (IDIS) reporting system based on actual expenses. The Community Development Manager submits the request for funds and the Finance Department approves the drawdown.

Section 9: Subrecipient Performance Monitoring

The procedures established in this manual are intended to ensure program compliance with the requirements of the 24 CFR 570 and all other applicable laws and regulations. Staff will monitor subrecipient activities for compliance with program requirements in a variety of ways.

First, many activities will be carried out under the direct supervision of the Community Development Manager that will assist subrecipients in defining project scope, soliciting contractor bids, hiring contractors, and supervising project completion. The city will ensure timely project implementation through the use of management tools, including a critical (timed) path for implementation, and the use of quarterly performance reports from the subrecipient. These reports detail recent progress, target completion dates for various phases of the project and, if applicable, the clients served. Staff will conduct periodic site visits to monitor progress. Should a project fall behind schedule, the City will provide technical assistance to the subrecipient to bring the project into compliance with established schedules and deadlines.

Second, Staff will utilize “Desk Monitoring” to assess the quality of program performance over the duration of the contract. Desk monitoring of subrecipients shall concentrate on program, financial, and regulatory performance of the subrecipient, including capital improvement projects. Primary monitoring objectives are to make sure that subrecipients comply with all regulations governing administrative, financial, and programmatic operations. In conducting monitoring and performance reviews, staff will primarily rely on information obtained from the subrecipient's performance reports, records, audits, allowed costs, review of financial reports, eligibility and number of beneficiaries served, compliance with federal regulations and City program requirements. Staff may also consider relevant information pertaining to a subrecipient's performance gained from other sources, including litigation, citizen comments, and other information provided by or concerning the subrecipient. As a guide to complete desk monitoring the City staff will use HUD's CPD Monitoring Handbook 6509.2 as a guide for review, the handbook is located at:

<https://www.hudexchange.info/resource/290/hud-community-planning-and-developmentmonitoring-handbook-65092-rev6/>

A subrecipient's failure to perform under the terms of the contract with the City and/or maintain records in the prescribed manner may result in a finding that the subrecipient has failed to meet the applicable requirement to which the contract pertains. If staff finds that a subrecipient has failed to comply with program and/or contract requirements or has failed to meet a performance criterion, staff will take the following steps:

1. Issue a letter of warning advising the recipient of the deficiency and putting the subrecipient on notice that additional action will be taken if the deficiency is not corrected or is repeated;
2. Recommend, or request the subrecipient to submit, proposals for corrective actions, including the correction or removal of the causes of the deficiency.

City staff will offer technical assistance to subrecipients when monitoring indicates less than complete compliance with CDBG regulations or contract requirements. Such assistance may include, but is not limited to, providing applicable copies of Office of Management and Budget (OMB) circulars, in particular OMB's Uniform Grant Guidance or the latest edition of Playing by the Rules guidance for CDBG projects located at <https://www.hudexchange.info/resource/687/playing-by-the-rules-a-handbook-for-cdbgsubrecipients-on-administrative-systems/>.

If the subrecipient fails to undertake appropriate corrective or remedial actions which resolve the deficiency to the satisfaction of the Community Development Manager, the Staff may take one or more of the following actions. Such actions shall be designed to prevent a continuation of the performance deficiency; mitigate, to the extent possible, the adverse effects or consequences of the deficiency; and prevent a recurrence of the deficiency. Prior to a reduction, withdrawal, or adjustment of a grant or other appropriate action, taken pursuant to (1), (2), or (3) below, the subrecipient shall be notified of such proposed action and given an opportunity within a prescribed time period for an informal consultation. These actions may include but are not limited to the following:

1. Advise the subrecipient in writing that additional assurances are required;
2. Advise the subrecipient to suspend disbursement of funds for the deficient activity;
3. Advise the subrecipient to reimburse the City program account in any amounts improperly expended.

The City of Rock I shall have the same rights as the Secretary of HUD as to other remedies for noncompliance per §570.912 and §570.913.

Section 10: Records to Be Maintained

The City shall establish and maintain sufficient records to enable HUD to determine whether the City has met all of the requirements for activities administered by the City under the CDBG program. At a minimum, the following records will be maintained:

1. Records providing a full description of each activity assisted (or being assisted) with CDBG funds, including its location (if the activity has a geographical locus), the amount of CDBG funds budgeted, obligated and expended for the activity, and the provision in subpart C under which it is eligible.
2. Records demonstrating that each activity undertaken meets one of the criteria set forth in §570.208. (Criteria for National Objectives) The city of Rock Island may substitute evidence that the assisted person is homeless. Such records shall include the following information:
 - a. For each activity determined to benefit low- and moderate-income persons, the income limits applied and the point in time when the benefit was determined.
 - b. For each activity determined to benefit low- and moderate-income persons based on the area served by the activity as per HUD Notice CPD 05-06:
 - i. The boundaries of the service area;
 - ii. The income characteristics of families and unrelated individuals in the service area; and
 - iii. If the percent of low- and moderate-income persons in the service area is less than 51 percent, data showing that the area qualifies under the exception criteria set forth at §570.208(a)(1)(ii).
 - c. For each activity determined to benefit low- and moderate-income persons because the activity involves a facility or service designed for use by a limited clientele consisting exclusively or predominantly of low- and moderate-income persons:
 - i. Documentation establishing that the facility or service is designed for the particular needs of or used exclusively by senior citizens, adults meeting the Bureau of the Census' Current Population Reports definition of "severely disabled," persons living with AIDS, battered spouses, abused children, the homeless, illiterate adults, or migrant farm workers, for which the regulations provide a presumption concerning the extent to which low- and moderate-income persons benefit; or
 - ii. Documentation describing how the nature and, if applicable, the location of the facility or service establishes that it is used predominantly by low- and moderate-income persons; or
 - iii. Data showing the size and annual income of the family of each person receiving the benefit.
3. Records that demonstrate that The City of Rock Island has made the determinations required as a condition of eligibility of certain activities, as prescribed in §570.201(f)-interim assistance, §570.201(i)(2) - emergency, §570.201(p) – technical assistance, §570.201(q) – higher education institutions, §570.202(b)(3) – rehabilitation loans, §570.206(f) - Submission of applications for

federal programs, §570.209 – economic development, §570.210 – prohibition employee relocation, and §570.309 – restriction on location.

4. Records which demonstrate compliance with §570.505 - regarding any change of use of real property acquired or improved with CDBG assistance.
5. Records that demonstrate compliance with the citizen participation requirements prescribed in 24 CFR part 91, subpart B, for entitlement recipients.
6. Records that demonstrate compliance with the requirements in §570.606 regarding acquisition, displacement, relocation, and replacement housing.
7. Financial records, in accordance with the applicable requirements listed in §570.502 - uniform administrative requirements - including source documentation for entities not subject to parts 84 and 85 of the regulation. The city of Rock Island shall maintain evidence to support how the CDBG funds provided to such entities are expended. Such documentation must include, to the extent applicable, invoices, schedules containing comparisons of budgeted amounts and actual expenditures, construction progress schedules signed by appropriate parties (e.g., general contractor and/or a project architect), and/or other documentation appropriate to the nature of the activity.
8. Records required to be maintained in accordance with other applicable laws and regulations set forth in subpart K of this part.
9. Fair housing and equal opportunity records containing:
 - a. Documentation of the analysis of impediments and the actions The City of Rock Island has carried out with its housing and community development and other resources to remedy or ameliorate any impediments to fair housing choice in The City of Rock Island.
 - b. Data on the extent to which each racial and ethnic group and single-headed households (by gender of household head) have applied for, participated in, or benefited from, any program or activity funded in whole or in part with CDBG funds. Such information shall be used only as a basis for further investigation as to compliance with nondiscrimination requirements. No recipient is required to attain or maintain any statistical measure by race, ethnicity, or gender in covered programs.
 - c. Data on employment in each of The City of Rock Island operating units funded in whole or in part with CDBG funds, with such data maintained in the categories prescribed on the Equal Employment Opportunity Commission's EEO-4 form; and documentation of any actions undertaken to assure equal employment opportunities to all persons regardless of race, color, national origin, sex or handicap in operating units funded in whole or in part under this part.
 - d. Data indicating the race and ethnicity of households (and gender of single heads of households) displaced because of CDBG funded activities, together with the address and census tract of the housing units to which each displaced household relocated. Such information shall be used only as a basis for further investigation as to compliance with nondiscrimination requirements. No recipient is required to attain or maintain any particular statistical measure by race, ethnicity, or gender in covered programs.
 - e. Documentation of actions undertaken to meet the requirements of §570.607(b) which implements section 3 of the Housing Development Act of 1968, as amended (12 U.S.C. 1701U) relative to the hiring and training of low- and moderate-income persons and the use of local businesses.
 - f. Data indicating the racial/ethnic character of each business entity receiving a contract or subcontract of \$25,000 or more paid, or to be paid, with CDBG funds, data indicating which of those entities are women's business enterprises as defined in Executive Order

12138, the amount of the contract or subcontract, and documentation of recipient's affirmative steps to assure that minority business and women's business enterprises have an equal opportunity to obtain or compete for contracts and subcontracts as sources of supplies, equipment, construction and services. Such affirmative steps may include, but are not limited to, technical assistance open to all businesses but designed to enhance opportunities for these enterprises and special outreach efforts to inform them of contract opportunities. Such steps shall not include preferring any business in the award of any contract or subcontract solely or in part on the basis of race or gender.

Section 11: Environmental Review

The CDBG Program requires that the environmental effects of each activity carried out with CDBG funds be assessed in accordance with the provisions of HUD's regulations covering the National Environmental Policy Act of 1969 (NEPA) and the related authorities listed in HUD's implementing regulations at 24 CFR Parts 50 and 58. The assessment is conducted considering other federal laws covering areas such as noise, air quality, historic properties, flood plains, wetlands, water quality, solid waste disposal, manmade hazards, farmlands protection, wild and scenic rivers, coastal areas, and endangered species.

The 1994 Amendments to the CDBG Program statute significantly changed the environmental review responsibilities of CDBG Program participants. It requires that units of general local government such as cities and counties assume the responsibility for the environmental review, including the publication of the environmental review process, and then later request that the funds be released by HUD. For subrecipients, the City as the unit of general local government will continue to be responsible for the environmental review.

CDBG-funded projects cannot begin until the environmental review process has been completed. The only tasks that may be undertaken prior to completing the environmental review assessment are administrative activities, feasibility and engineering studies, outreach, and planning activities. These have no effect on the human and physical environments and are exempted under Section 58.34 of 24 CFR Part 58.

The environmental review process should be initiated as soon as the proposed activities are determined. Environmental review expenses are considered as administrative costs under the CDBG Program. Private citizens and organizations can object to the release of funds for CDBG projects on certain procedural grounds relating to the environmental review. Therefore, it is important that all procedural requirements be met.

Section 12: Lead-Based Paint

Lead poisoning is one of the most common health hazards to humans. There is a lot of lead in the urban environment. Although anyone can be lead-poisoned, children and women of childbearing age are at the greatest risk. Childhood lead poisoning is considered a major health problem because of its extremely damaging and irreversible effects. This can include brain damage, liver and kidney disorders, behavioral problems, blindness, permanent learning disabilities, and even death.

Lead poisoning is commonly the result of exposure to lead-based paint hazards. CDBG-funded activities cannot use lead-based paint and must account for any pre-existing lead-based paint hazards at a project site. Such hazards commonly include deteriorated lead-based paint on friction surfaces, impact surfaces, and accessible (chewable) surfaces as well as contaminated dust and soil. Lead-based paint that is intact and in good condition is usually not considered a hazard.

Determining if lead-based paint hazards exist and where they are located requires a licensed professional. In the case of the City, the Construction Officer is required to be so licensed and uses the following two methods to determine if lead-based paint hazards exist at a project site.

1. Scoring the Building Based on Risk Factors: Use the Lead Toxicity Risk Assessment developed by EPA as a guide to help you detect potential lead problems. This is not scientific, but less costly, and can help establish the likelihood of lead problems. A copy of the Lead Toxicity Risk Assessment may be obtained from EPA.
2. Testing: There are two testing methods that produce accurate lead readings:
 - a. XRF-X-Ray Fluorescence Detector: This is the newest testing technology, which is also available in portable form. The XRF portable is capable of measuring between 30-50 samples in three hours and provide immediate results.
 - b. Laboratory Testing: Samples are collected from the property and sent to a laboratory. This is a more time-consuming approach.

Housing rehabilitation is a common CDBG-funded activity and certain requirements apply when a residential property being rehabilitated was constructed before 1978. At a minimum, the City and/or contractors are required to:

1. Notify a purchaser or lessee of the presence of any known lead-based paint and/or lead-based paint hazards;
2. Paint test surfaces to be disturbed or removed during rehabilitation for the presence of lead-based paint, or presume lead-based paint and notify the occupants of the results within 15 days of when the evaluation report is received or the presumption is made;
3. Provide each occupied dwelling unit discussed in the preceding section with the EPA-approved lead hazard information pamphlet *Protect Your Family from Lead in Your Home* or EPA-approved equivalent;
4. Reduce lead hazards as required by the applicable subparts of Part 35; and
5. Perform clearance testing, including dust testing, before re-occupancy after all but minimal ("de minimis") amounts of paint disturbances. (See in the following section for details.)

The CDBG regulation at 24 CFR 570.608 states that the following subparts of Part 35 apply to the use of CDBG funds in pre-1978 housing:

- A - (Disclosure of Known Lead-Based Paint and/or Lead-Based Paint Hazards upon Sale or Lease of Residential Property),
- B - (General Lead-Based Paint Requirements and Definitions for All Programs)
- J - (Rehabilitation),
- K - (Acquisition, Leasing, Support Services, or Operation), and
- R - (Methods and Standards for Lead-Based Paint Hazard Evaluation and Hazard Reduction Activities).

Part 35, Subpart A, is called the Lead Disclosure Rule; and Part 35, Subparts B, J, K, and R, are called the Lead Safe Housing Rule. Certain properties are exempt from the requirements of the Lead Safe Housing Rule. They include:

1. Housing built on or after January 1, 1978;
2. Zero-bedroom dwellings, including efficiency apartments, single-room occupancy housing, dormitories, or military barracks;
3. Housing exclusively for the elderly or people with disabilities, unless a child under age 6 resides or is expected to reside there;
4. Units that have been found to be free of lead-based paint by a certified lead-based paint inspector;
5. Units where all lead-based paint has been removed;
6. Unoccupied housing that will remain vacant until it is demolished;
7. Non-residential portions of mixed-use buildings, except that spaces serving both residential and non-residential uses are covered by the rule;
8. Units that are to be rehabilitated without disturbing a painted surface; and
9. Units that are subject to emergency repair action needed to safeguard against imminent danger to human life, health or safety or to protect the property from further structural damage.

For properties that are covered by the Lead Safe Housing Rule, the lead-based paint requirements for rehabilitation depend on the amount of Federal rehabilitation assistance provided. The amount of Federal rehabilitation assistance is the average per unit amount of Federal funds for the hard costs of rehabilitation, excluding lead-based paint hazard evaluation and hazard reduction activities. In calculating this assistance amount, one must consider both the total amount of Federal assistance to be used (including CDBG and other funds) and the hard costs of rehabilitation (including Federal and non-Federal funds). Whenever these two amounts are not the same, the smaller of the two determines the type and level of lead-based paint requirement. For a structure with more than one dwelling unit, the thresholds are applied against the average amount of Federal assistance per unit or the average hard cost of rehabilitation per unit, whichever is lower.

The following is a general overview of the requirements based on dollar thresholds per year per assisted housing unit:

- Up to and including \$5,000: Notice, provision of pamphlet, paint testing of surfaces to be disturbed or presumption of lead-based paint, safe work practices as part of rehabilitation (except for minimal amounts of paint disturbances), repair any paint that is disturbed, and clearance after the work and before re-occupancy.
- \$5,001–\$25,000: Notice, provision of pamphlet, paint testing or presumption, risk assessment to identify lead-based paint hazards, interim control or standard treatment of lead-based paint hazards, and clearance.
- Over \$25,000: Notice, provision of pamphlet, paint testing or presumption, risk assessment, abatement of lead-based paint hazards, ongoing lead-based paint maintenance, and clearance.

Lead Safe work practices and clearance testing are not required when maintenance or hazard reduction activities do not disturb painted surfaces or do not exceed the following thresholds:

1. 20 square feet on exterior surfaces;
2. 2 square feet in any one interior room or space, or 10 percent of the total surface area on an interior or exterior component type with a small surface area (e.g., window sills, baseboards, and trim).

This is referred to as the *de minimus* rule and can be found at §35.1350(d) Safe work practices. When work is done under this rule, appropriate documentation shall be retained to demonstrate compliance.

The *Protect Your Family from Lead in Your Home* pamphlet can be downloaded in English and Spanish from www.hud.gov/offices/lead or www.epa.gov/lead, and single paper copies can be obtained from the National Lead Information Clearinghouse at 1-800-424-LEAD. Persons with hearing or speech impediments may access this telephone number via TTY by calling the tollfree Federal Information Relay Service at 1-800-877-8339.

The information in the preceding section is intended to provide basic information on lead-based paint requirements. The applicable portions of 24 CFR Part 35 must be reviewed when undertaking an activity subject to these requirements.

Section 13: Procurement

The purpose of a procurement policy is to ensure that sound business judgement is utilized in all procurement transactions. That supplies, equipment, construction and services are obtained efficiently and economically, and in compliance with applicable federal and state law, and executive orders, and to ensure that all procurement transactions are conducted in a manner that provides full and open competition. These procedures will ensure that all solicitations incorporate clear and accurate descriptions of the technical requirements for the goods or services being procured. 30 ILCS 500 and Section of the Illinois Code must be followed on all applicable purchases. All other appropriate sections of the Illinois Code shall also apply.

The City shall maintain compliance with the federal requirements at 2 CFR, Sections 200.318-200.327. These requirements apply to the procurement of all supplies, equipment, and construction and services that include any federal program funding. 2 CFR references are noted in this section. All other appropriate sections of Illinois Code and local code shall also apply. When federal requirements conflict with local or state requirements, the federal requirement, or most restrictive requirement will be followed. The following federal requirements are included in this Program Manual for ease of reference.

§200.318 General Procurement Standards:

(a) The Non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §200.317 through 200.327.

(b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

(c)(1) The Non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

(2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest mean that because of

relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

(d) The Non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.

(f) The Non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

(g) The Non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost. (h) The Non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.214.

(i) The Non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(j)(1) The Non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time- and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The Non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction. [85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]

(h) The Non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more

economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(i) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.

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(l) The Non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(m) (1) The Non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time- and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(iii) The actual cost of materials; and

(iv) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(n) The Non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction. [85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]

§200.322 Domestic Preferences for Procurements:

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the

United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

§200.323 Procurement of Recovered Materials:

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§200.324 Contract Cost and Price:

(a) The Non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The Non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and, in all cases, where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred, or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.325 Federal Awarding Agency or Pass-Through Entity [HSEMD] Review:

(a) The Non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency

or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The Non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

- (1) The Non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
- (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
- (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
- (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
- (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

(c) The Non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The Non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;

(2) The Non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.326 Bonding Requirements:

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- (b) A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

Section 14: Program Income

The receipt and expenditure of program income as defined in §570.500(a) shall be recorded as part of the financial transactions of the City of Rock Island CDBG grant program. Program income received before grant closeout may be retained by The City of Rock Island if the income is treated as additional CDBG funds subject to all applicable requirements governing the use of CDBG funds.

Section 15: Uniform Administrative Requirements

The City shall follow the Office of Management and Budget (OMB) Uniform Grant Guidelines which are located at 2CFR200 and can be found at <http://www.ecfr.gov/>. Additionally, the City will ensure that all subrecipients comply with the Uniform Grant Guidelines.

Section 16: Labor Standards

Participants in The City of Rock Island's CDBG program are responsible for full compliance with labor standards regulations at all contracting levels, including the general contractor, subcontractors, and any other lower level subcontractor. Construction work that is financed in whole or in part with CDBG funds must adhere to federal labor standards. Labor Standard requirements include the Davis-Bacon Act, Copeland "Anti-Kickback Act" and Contract Work Hours and Safety Standards Act.

These requirements are commonly known as the "Davis-Bacon and Related Acts", abbreviated as "DBRA". These Acts require that:

- ☐ Contractors with a history of non-compliance cannot participate in federally-assisted
- ☐ projects.
- ☐ Workers must be paid weekly wages set by the Department of Labor and be paid overtime at time-and-a half for hours worked beyond a forty (40) hour work week.
- ☐ No laborer or mechanic may be forced by their employer to work in conditions that are unsanitary, hazardous, or dangerous to the worker's health.
- ☐ The City and the subrecipients must monitor compliance through contractor reports and on-site interviews with workers.

Down Payment Assistance (without construction or rehabilitation involved) or rehabilitation of owner-occupied homes do not trigger Labor Standards requirements.

The following activities trigger Federal Labor Standards:

- ☐ CDBG-funded construction or rehabilitation of properties with eight (8) or more total residential units.
- ☐ Other construction projects using over \$2,000 in CDBG funds. This could include public improvements to neighborhoods or housing projects, such as streets or sidewalks.
- ☐ Clearance of land or site improvements with CDBG funds which will ultimately result in eight (8) or more units (or homes) being built on the project site or which will be used for public improvements such as a park or parking lot.

"Construction" is broadly defined and includes the "Hard Costs" of rehabilitation, repairs, painting, decoration and the installation of equipment when installation costs are more than incidental. It does not include soft costs, such as design or engineering costs.

The following do not trigger Federal Labor Standards:

- ☐ Owners, supervisors and managers of the construction company
- ☐ Bona-fide self-employed contractors
- ☐ Government (state, local) employees involved with the project
- ☐ Utilities work (performed by utility companies)

- Construction work that is determined to not be part of a CDBG assisted project or building

Laws and Regulations that apply:

Davis-Bacon Act (DBA):

Pay workers the prevailing wage. All laborers and mechanics employed by contractors or subcontractors who work on a federally funded or assisted construction project where the contract is in excess of \$2,000 must be paid the “prevailing wage” for workers performing similar construction in the market area and they must be paid at least weekly. This wage rate is set periodically by the Department of Labor (DOL) and the CDBG Coordinator will request a wage determination from HUD prior to requesting bids or proposals from contractors. Published wage rates for CDBG projects must be posted on-site for review by employees’ and the general public.

1. Exceptions to Wage Rate: Workers classified as Apprentices and Trainees may be compensated at a rate that is less than the Davis-Bacon rate:
 - a. Apprentices – These are formal trainees that are registered in an apprenticeship program that has been approved by the DOL or by a state apprenticeship agency that has been recognized by the DOL. (A new apprentice is approved for probationary employment for 90 days and then registered.
 - b. Trainee – These are registered participants in an employment training program that has been approved by the DOL. There is no provision for state agency approval. Probationary employment is an option that may be include in the program.

Contract Work Hours and Safety Standards Act (CWHSSA):

Applies to both federal contracts and indirect federally assisted contracts except where the assistance is solely in the nature of a loan guarantee or insurance. CWHSSA violations carry a liquidated damage penalty (\$10 a day per violation). Intentional violations of CWHSSA are considered a federal criminal misdemeanor.

1. Work Hours – Contractors must pay one and a half times the base hourly rate for each hour more than 40 that any employee works in a seven (7) day period.
2. Safety Standards – DOL has written standards that define what is unsanitary, hazardous, or dangerous. Laborers and mechanics may not be required to work in these conditions.

Copeland Act (Anti-Kickback Act):

1. No “Kick-Backs” to employers. All laborers and mechanics must be paid without “strings” attached to their paychecks and they must be paid at least weekly.
2. Take only Eligible Payroll Deductions. They must be paid at least the prevailing wage rate and cannot be required to have deductions taken from their check other than those that are permitted by DOL regulations.
3. Contract Language. All contracts for construction, reconstruction or repair (regardless of value) must contain the following prohibition: “No contractor or subcontractor shall induce, by any means, any person employed in such publicly-funded construction, reconstruction, or repair to give up any part of the compensation to which he/she is otherwise entitled by authorized payroll deductions.”

4. Submit Payroll Evidence. Weekly payroll and compliance statements are required to be submitted to the City of Rock Island's CDBG Housing Officer.

Fair Labor Standards Act (FLSA):

Contains federal minimum wage rate and overtime (O/T) requirements. These requirements generally apply to any labor performed and may be pre-empted by other federal standards such as the DBRA prevailing wage requirements and CWHSSA O/T provisions. Only the DOL has the authority to administer and enforce FLSA. HUD will refer to the DOL any possible FLSA violations that are found on HUD projects.

Section 17: Section 3

The purpose of Section 3 of the Housing and Urban Development Act of 1968 is to ensure that when employment or contracting opportunities are generated because a federally funded or assisted project or activity necessitates the employment of additional persons or the awarding of contracts for work, preference must be given to low- and very low-income persons, particularly those who are recipients of government assistance for housing and/or to business concerns residing in the community where the project is located. It is important to note that Section 3 requirements apply to an entire project or activity regardless if it's fully or partially funded with CDBG.

Section 3 requirements apply to a variety of HUD housing and community development assistance programs, including CDBG. Specifically, for entitled state and local governments that receive a combined total of \$200,000 or more in Community Planning and Development assistance, the Section 3 regulations require that contractors who receive contract work funded with CDBG in excess of \$100,000 are encouraged to provide, to the greatest extent feasible, training, employment, and contracting opportunities generated by the expenditure of CDBG funds to low- and very low- income persons, and business concerns owned by low- and very low- income persons, or which employ very low- income persons.

Section 3 is triggered when the normal completion of construction and rehabilitation project creates the need for new employment, contracting, or training opportunities. All new employment opportunities including laborers, mechanics, administrative support and professional services qualify as Section 3 jobs. The City will assist each contracting agency with the preparation of a Section 3 plan that must be included in each contract for construction services that exceeds \$100,000. If the expenditure of CDBG funding does not result in new employment, contracting, or training opportunities Section 3 requirements have not been triggered. As a condition of funding, subrecipients must submit reports (as applicable) with their Progress Reports on newly hired employees to the City for reporting to HUD.

Subrecipients responsibilities with regard to Section 3:

1. Implement procedures to notify Section 3 residents and business concerns about training, employment, and contracting opportunities generated by CDBG projects or activities;
2. Notify potential contractors and subcontractors working on Section 3 projects of their responsibilities;
3. Incorporate the Section 3 Clause into all covered solicitations and contract [see 24 CFR Part 135.38 below];
4. Facilitate the training and employment of Section 3 residents and the award of contracts to Section 3 business concerns;
5. Refrain from entering into contracts with contracts that are in violation of Section 3 regulations;
6. Document actions taken to comply with Section 3; and
7. Submit Section 3 reports.

All section 3 covered contracts shall include the following clause (referred to as the section 3 clause):

1. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
2. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
3. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
4. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
5. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
6. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
7. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and Section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7(b).

Definitions of Section 3 Residents and Business Concerns are as follows:

Section 3 residents are:

- Residents of Public and Indian Housing; or

- ☐ Individuals that reside in the City and whose income does not exceed the local HUD income limits set forth for low- or very low-income households.

Section 3 Business Concerns are one of the following:

- ☐ Businesses that are 51% or more owned by Section 3 residents;
- ☐ Businesses whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 residents, or within three (3) years of the date of first employment with the firm were Section 3 residents; or
- ☐ Businesses that provide evidence of a commitment to subcontract in excess of 25% of the dollar amount of all subcontracts to be awarded to businesses that meet the qualifications described above.

Section 18: MBE/WBE

It is national policy for federal programs to award a fair share of contracts to minority and woman-owned business firms. Subrecipients that are awarding contracts for construction and services to be supported with City CDBG funds shall take appropriate affirmative action to support minority and women-owned businesses (MBE and WBE businesses) and are encouraged to procure goods and services from labor surplus areas. At the time of contract execution, contractors shall complete and include with their contract the MBE/WBE participation forms that are a part of all CDBG bid documents and shall submit with the contract the required information on the solicitation of MBE/WBE firms in the proposed project or service.

Steps to affirmatively promote efforts to utilize MBE/WBE businesses should include:

- ☐ Placing qualified small and minority businesses and women's businesses enterprises on bid solicitation lists;
- ☐ Contacting these enterprises whenever they are potential sources for the services needing to be procured;
- ☐ Dividing the work to be performed, when economically feasible, into smaller tasks or quantities to permit maximum participation by these MBE/WBE and small firms;
- ☐ Establishing delivery schedules, where possible, which encourage the participation of these firms;
- ☐ Using the services and assistance of the Small Business Administration (SBA) and the Department of Commerce and Economic Opportunity to promote MBE/WBE participation; and
- ☐ Requiring prime contractors, if subcontracts are to be awarded, to affirmatively promote the solicitation and utilization of these firms by utilizing the above listed steps.

Contractors and their subcontractors will be required to demonstrate a good faith effort to promote the utilization of MBE/WBE firms for all CDBG-funded projects and services as a condition of the award of CDBG funds.

Section 19: Equal Employment Opportunity

CDBG requires that subrecipients comply with the regulations discussed below governing employment and contracting opportunities.

- Equal Employment Opportunity, Executive Order 11246, as amended: Prohibits discrimination against any employee or applicant for employment because of race, color, religion, sex, or national origin. Provisions to effectuate this prohibition must be included in all construction contracts exceeding \$10,000. Implementing regulations may be found at 41 CFR Part 60.
- Employers must not discriminate.
- Employers must remove physical and administrative barriers to employment.
- Employers must make reasonable accommodations for individuals with known disabilities (e.g., job restructuring, providing readers of sign interpreters, making facilities accessible).

Section 20: Civil Rights and Section 504

The CDBG regulations also require adherence to the following regulations governing the accessibility of federal-assisted buildings, facilities, and programs.

- Americans with Disabilities Act (42 U.S.C. 12131; 47 U.S.C. 155, 201, 218, and 225): Provides comprehensive civil rights to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications. The Act, referred to as the ADA, also states that discrimination includes the failure to design and construct facilities (built for first occupancy after January 26, 1993) that are accessible to and usable by persons with disabilities. The ADA also requires the removal of architectural and communication barriers that are structural in nature in existing facilities. Removal must be readily achievable, easily accomplishable, and carried out without much difficulty or expense. Fair Housing Act: Multi-family dwellings must also meet the design and construction requirements at 24 CFR 100.205, which implement the Fair Housing Act (42 U.S.C. 3601-19).
- Section 504: Section 504 of the Rehabilitation Act of 1973 prohibits discrimination in federally assisted programs based on handicap. Section 504 imposes requirements to ensure that “Qualified individuals with handicaps” have access to programs and activities that receive Federal funds. Under Section 504, recipients and subrecipients are defined more broadly than under the CDBG program. Section 504 recipients and subrecipients include any entity that receives Federal funding.
- For any recipient or subrecipient principally involved in housing or social services, all of the activities of the agency, not just those directly receiving federal assistance, are covered under Section 504.
- Contractors and vendors are subject to Section 504 requirements only in the work they do on behalf of a recipient or subrecipient. The ultimate beneficiary of the Federal assistance is not subject to Section 504 requirements.
- Under Section 504, recipients and subrecipient are not required to take actions that create undue financial and administrative burdens or alter the fundamental nature of the program.

The Architectural Barriers Act of 1968 (42 USC 4151-4157):

This Act requires certain Federal and Federally-funded buildings and other facilities to be designed, constructed or altered in accordance with standards that ensure accessibility to, and use by, physically challenged people.

Removal of Physical Barriers:

- For new construction of multi-family projects, 5 percent of the units in the project (but not less than one unit) must be accessible to individuals with mobility impairments, and an additional 2 percent of the units (but not less than one unit) must be accessible to individuals with sensory impairments.
- The Section 504 definition of substantial rehabilitation multi-family projects includes construction in a project with 15 or more units for which the rehabilitation costs will be 75 percent or more of the replacement cost. In such developments, 5 percent of the units in the project (but not less than one unit) must be accessible to individuals with mobility impairments, and an additional 2 percent (but not less than one unit) must be accessible to individuals with sensory impairments.
- When rehabilitation less extensive than substantial rehabilitation is undertaken, alterations must, to the maximum extent feasible, make the unit accessible to and usable by individuals with disabilities, until 5 percent of the units are accessible to people with mobility impairments. Alterations to common spaces must make the project accessible to the maximum extent feasible.
- Accessible units must be, to the maximum extent feasible, distributed throughout projects and sites, and must be available in a sufficient range of sizes and amenities so as not to limit choice.
- Owners and managers of projects with accessible units must adopt suitable means to assure that information regarding the availability of accessible units reaches eligible individuals with disabilities. They also must take reasonable non-discriminatory steps to maximize use of such units by eligible individuals.
- When an accessible unit becomes vacant, before offering the unit to a non-Severely disabled individual, the owner/manager should offer the unit; first, to a current occupant of the project requiring the accessibility feature; and second, to an eligible qualified applicant on the waiting list requiring the accessibility features. The usual standards for ensuring compliance with Section 504 are the Uniform Federal Accessibility Standards (UFAS), although deviations are permitted in specific circumstances.

Provide Program Accessibility:

- Individuals with disabilities must be able to find out about, apply for, and participate in federally assisted programs or activities.
- Special communication systems may be needed for outreach and ongoing communication (e.g., Telecommunications Devices for the Deaf (TDD), materials on tape or in Braille, accessible locations for activities and meetings).
- Policies and procedures must be non-discriminatory (e.g., housing providers may not ask people with disabilities questions not asked of all applicants, screen individuals with disabilities differently or assess an individual's ability to live independently).

Section 21: Uniform Relocation Act

The City of Rock Island will strive to avoid activities that result in the displacement of area residents and businesses. Where displacement is unavoidable, all Federal requirements regarding displacement will be met. This section focuses on the procedures involved in obtaining property and/or permanent and temporary easements. All of the applicable procedures are set forth by the Federal Uniform Relocation and Real Property Acquisition Policies Act (URA). The objectives of the URA are:

- To ensure that owners of real property to be acquired for Community Development Block Grant (CDBG)-assisted projects are treated fairly and consistently,
- Encourage and expedite acquisition by agreements with property owners,
- To ensure that persons displaced from their homes or places of business as a result of CDBG-assisted activities are treated consistently and equitably and do not suffer disproportionate injury as the result of a project designed for the benefit of the public as a whole.

The URA applies to all federally assisted activities that involve the acquisition of real property, easements, or the displacement of persons, including displacement caused by rehabilitation and demolition activities. If CDBG assistance is used in any part of a project, the URA governs the acquisition of real property and any resulting displacement, even if local funds were used to pay the acquisition costs. Private persons, corporations or businesses that acquire property or displace persons for a CDBG-assisted project are subject to the URA.

Under the URA, all persons displaced as a direct result of acquisition, rehabilitation, or demolition, for a CDBG-assisted project, are entitled to relocation payments and other assistance under the URA. All acquisitions made in order to support a CDBG activity are subject to the URA. Acquisition that takes place on or after the date of submission of a CDBG application to fund an activity on that property is subject to URA, unless the Grantee shows that the acquisition was unrelated to the proposed CDBG activity. Acquisition that takes place before the date of submission of the application will be subjected to the URA if the Office of Community Reinvestment determines that the intent of the acquisition was to support a subsequent CDBG activity.

The URA provisions apply to all types of long-term acquisition of property, including when acquiring full fee title, fee title subject to retention of a life estate or a life use, long-term leases (including leases with options for extensions) of 50 years or more, and to permanent and temporary easements necessary for the project. However, the Grantee may apply these regulations to any less-than-full acquisition.

The relocation assistance provisions are applicable to homeowners, tenants, businesses and non-profits that must move because of an acquisition. Such homeowners and tenants are considered displaced persons. If the project involves displacement of the owner or tenant, please contact the Office of Community Reinvestment before proceeding with the acquisition process.

Section 22: Real Property Acquisition/Easement/Compensation

Below are the steps required acquire real property:

1. Determine what Properties will be acquired: The subrecipient, with its Engineer or Attorney, should review every proposed activity to determine property acquisition needs and identify the particular properties to be obtained. Activities such as street widening, water and sewer improvements, or sidewalk construction do not have an obvious property acquisition requirement, but there is often a need to acquire easements or rights-of-way.
2. Determine Ownership of Properties to be acquired: The subrecipient must provide proof of ownership for the easement, land or building by conducting a title search of properties to be acquired for the project. This can be accomplished through a title
3. search. If the owner has acquired the property through a means other than a warranty deed, then the subrecipient must obtain either an attorney title opinion letter, or purchase title insurance through a title surety company. Permanent easement ownership may be determined by a search of records and accompanying attorney opinion letter stating the owner of record. In the case of public improvement activities, be sure to verify that the property to be improved is in the public domain. Sometimes rights-of-way are privately owned.
4. Establish a File for Each Property or Easement to be acquired: The subrecipient must establish and maintain a file for each property or easement to be acquired and include copies of all acquisition documents. Files must be retained for a period of specified in the subrecipients funding agreement.
5. Notify Owner of Interest in Acquiring the Real Property or Easement: As soon as feasible, the subrecipient shall notify the owner in writing of the subrecipient's interest in acquiring the real property or easement and the basic protections provided to the owner by law. In this initial notice to the property owner any applicable Housing and Urban Development (HUD) relocation notice should be delivered to the property owner or sent by certified or registered first-class mail with return receipt requested. Copies of certified mail return receipts or hand-delivered receipts must be placed in the subrecipients file.
6. Determine Value and Obtain Appraisal(s) and/or Market Estimates for Each Property or Easement: Before the initiation of negotiations, the value of the real property or easement

should be determined by the subrecipient thru a market estimate using all available data or resources.

7. Establish and Offer Just Compensation: Upon completion of Step 5, the Grantee shall make a written offer to the owner to acquire the property for the full amount believed to be just compensation. The offer should identify the following:
 - a. A statement of the amount offered as just compensation,
 - b. A description and location identification of the real property and the interest in the real property to be acquired (e.g., fee simple, easement, etc., and
 - c. An identification of the buildings, structures, and other improvements (including removable building equipment and trade fixtures) which are included as part of the offer of just compensation. Where appropriate, the statement shall identify any other separately held ownership interest in the property, e.g., a tenant-owned improvement, and indicate that such an interest is not covered by this offer.
8. Complete Acquisition or Decide not to Acquire: Subrecipient or the subrecipient's attorney shall make all reasonable efforts to contact the owner or the owner's representative to discuss the offer to purchase the property, including the basis for the offer of just compensation, and explain the acquisition policies and procedures, including the payment of incidental expenses. The owner shall be given a reasonable opportunity to consider the offer and present material that the owner believes is relevant to determining the value of the property and/or to suggest modifications in the proposed terms and conditions of the purchase. The time given can vary significantly depending on the circumstances, but property owners must be given a reasonable amount of time to consider the offer.

Voluntary Sale:

On occasion a subrecipient will be fortunate enough to find a suitable piece of property in which the property owner is interested in selling. This situation is known as a Voluntary Sale. An example of this situation would be a property that is already listed by the property owner for sale through a broker or self-sale. For this situation to be applicable the property owner must seriously want to sell the property.

Below are the steps for completing a voluntary sale transaction:

1. Determine Ownership of Property/Easement to be acquired: The subrecipient must always provide proof of ownership for the acquisition of easements, land or buildings, even when using the voluntary sale process. This is accomplished by conducting a title search to determine ownership of properties to be acquired. If the owner has acquired the property through a means other than a warranty deed, then the Grantee must obtain either an attorney title opinion letter, or purchase title insurance through a title surety company.
2. Establish a File for the Property: The subrecipient must establish and maintain a file for each property/easement to be acquired and include copies of all acquisition documents. Records must be retained for the period of time stated in the subrecipients funding agreement.
3. Inform the owner in writing of their interest in the property: Subrecipient must state the following in its offer:
 1. The subrecipient and the City will not use its power of eminent domain to acquire the property if negotiations fail.
 2. The subrecipient must also inform the owner of the value of the property based upon the available information.
 3. The offer must be made by certified mail.

4. Complete Acquisition: If the owner finds the offer to be acceptable, a purchase option or sales contract must be signed.

Relocation

In the event the subrecipient is acquiring a property that will require individuals to be temporarily or permanently relocated, the subrecipient must follow additional rules and regulations stated in the URA. If relocation procedures are required, the subrecipient should contact the City and staff will assist the subrecipient in meeting all the applicable regulations for the Uniform Relocation Act (URA). All of the URA rules and procedures are documented in the HUD 1378 Handbook.

Memorandum



To: Rock Island City Council
From: Nichole Mata, Miles Brainard, Director
Subject: Report from the Community Development Department regarding amendments to the Housing Rehabilitation Program Policies and Procedures.

Motion: Motion to approve the amendments as recommended.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

Staff is recommending amendments to the Housing Rehabilitation Programs that address contractor payment procedures and the appeal process. These updates are highlighted in yellow on page 4 for reference.

When a rehabilitation project is complete, the Construction Officer will conduct a final inspection. If the property owner is satisfied, they sign off on the work and staff process payment for the contractor. If the property owner is not satisfied and refuses to sign off on the work, the Construction Officer will work with the contractor to address any concerns. If they cannot be adequately addressed within thirty days, however, staff will begin to process payment for the contractor anyway. In such cases, there are usually irreconcilable disagreements about the quality of the work or what constitutes minimum code compliance. Up until now, projects which end in this way are still eligible for a one-year warranty. The proposed change would result in a voided warranty if the property owner refuses to sign off on the work. This is being recommended because, in such situations, the property owner does not want the same contractor to return to their property and staff cannot reasonably address their concerns.

Additionally, language is being proposed with regard to project readiness and the responsibility of the property owner to have a clean and accessible project area. In cases where hoarding activity or pests are present, the new policy language clarifies that the project cannot proceed. If the property owner is unable or unwilling to resolve said issues, the project will be canceled.

The Community Development Commission voted on October 21 to recommend that the changes be approved.

Previous Council Action (if any):

N/A

Budget Impact:

N/A

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

N/A

Council Goal (if applicable):

N/A

Recommendation:

The Community Development Department recommends that the City Council approve the amendments to the Emergency and General Owner-Occupied Housing Rehabilitation Program's Policy and Procedures.

Submitted by: Nichole Mata

Approved by:

General Owner-Occupied Housing Rehabilitation Program

1. **INTRODUCTION.** This appendix establishes the policies and procedures for the City of Rock Island's General Owner-Occupied Housing Rehabilitation Program (hereafter "the Program" or "the General Rehab Program"). It is funded using a Community Development Block Grant annual entitlement award from the US Department of Housing and Urban Development.
2. **CDBG PROGRAM.** The Community Development Block Grant (CDBG) program was established by Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, 42 United States Code 5301. Under the CDBG program, the U.S. Department of Housing and Urban Development (HUD) awards grants to State and local governments to aid in the development of viable urban communities. To be eligible for funding, program-funded projects must satisfy one of three HUD national program national objectives required in 24 CFR (Code of Federal Regulations) 570.208:
 - a. To benefit low- and moderate-income persons which are identified as persons with incomes below 80% of the area median household income; these income limits are determined and established by HUD utilizing Median Family Income estimates for each metropolitan area. Income limits are updated annually;
 - b. Prevention and elimination of slums and blight; and
 - c. Meeting urgent needs.
3. **NATIONAL OBJECTIVE.** The Program will be administered using the Low-Mod Housing benefit. CDBG funds shall be utilized for housing activities to assist income qualified homeowners with repair and rehabilitation of owner-occupied units. Eligible activities include: general rehabilitation of existing housing structures, including substantial rehabilitation to bring homes up to local codes and standards. The Program will address deferred maintenance. Repair and rehabilitation of the home's principal fixtures and components, including special purpose rehabilitation items that affect quality of life and threaten the health and safety of the homeowners will also be addressed. All program activities shall meet the National Objectives and the Public Benefit to existing income qualified homeowners. CDBG eligible costs for homeowner rehabilitation include:
 - a. Labor and materials,
 - b. Repair directed toward an accumulation of deferred maintenance,
 - c. Repair or replacement of principal fixtures and components of existing structures,
 - d. Installation of safety devices,
 - e. Renovations through alterations, additions to, or enhancement of existing structures and improvements, and
 - f. Special purpose rehabilitation items that affect quality of life and threaten the health and safety of the homeowners
4. **ELIGIBLE HOUSING TYPES.** Single-family structures must be owner-occupied by the primary applicant. Structures containing two units must have one unit occupied by the owner/primary applicant. Rehabilitation services will only take place within the owner-occupied portion of the structure, except for roof replacements. Properties with more than two dwelling units shall not be eligible to receive assistance.

5. **AUTHORITY TO UNDERTAKE HOUSING REHABILITATION.** The Housing and Community Development Act of 1974 (HCDA) and the CDBG regulations permit the use of CDBG funds for repair and rehabilitation activities. Section 105(d) of the HCDA permits the use of CDBG funds for “clearance, demolition, removal, reconstruction, and rehabilitation (including rehabilitation which promotes energy efficiency) of buildings and improvements (including interim assistance, and financing public or private acquisition for reconstruction or rehabilitation, and reconstruction or rehabilitation, of privately-owned properties, and including the renovation of closed school buildings).” This provision is codified in the CDBG Entitlement program regulations at 24 CFR 570.202(a)(1) and 24 CFR 570.202(b)(2), which read as follows:
- (a)(1) Privately owned buildings and improvements for residential purposes; improvements to a single-family residential property which is also used as a place of business, which are required in order to operate the business, need not be considered to be rehabilitation of a commercial or industrial building, if the improvements also provide general benefit to the residential occupants of the building; and
 - (b)(2) Labor, materials, and other costs of rehabilitation of properties, including repair directed toward an accumulation of deferred maintenance, replacement of principal fixtures and components of existing structures, installation of security devices, including smoke detectors and dead bolt locks, and renovation through alterations, additions to, or enhancement of existing structures and improvements, abatement of asbestos hazards (and other contaminants) in buildings and improvements that may be undertaken individually or in combination with other programs or resources.
6. **FORGIVABLE LOAN.** Financial assistance shall be provided to income eligible homeowners as a forgivable loan secured through a recapture agreement. Recapture agreements in the amount equal to the cost of rehabilitation will be required for rehabilitation projects. Said agreements shall be recorded at the Rock Island County Recorder’s Office for a period of five (5) years to serve as a lien against the property for the duration of the recapture agreement requirements. The terms of the recapture agreement require that the home owner remain in the home for a period of five years. Once the five (5) year period has been fulfilled, either the homeowner or the City may have the lien released from the property.
7. **RECAPTURE EVENTS.** The income qualified homeowner will be responsible for repayment of the grant amount if one or more of the following events occur during the recapture period:
- a. The homeowner sells, conveys, or transfers title of the property for consideration to another person;
 - b. The homeowner rents or leases the property;
 - c. The homeowner forfeits ownership rights to the property due to foreclosure, bankruptcy, or any other similar means.
8. **NON-RECAPTURE EVENTS.** The following events are not recapture events:
- a. Transfer of title to homeowners’ surviving spouse upon death of a joint tenant-owner;
 - b. Transfer of title to a spouse as a result of a divorce;
 - c. A transfer of title by will upon death;
 - d. Refinancing of the property to reduce interest rates; or
 - e. In the event that extenuating circumstances occur that are not listed above, the City will evaluate the situation and will, at its discretion, determine if the circumstances are appropriate by the City.

9. **MAXIMUM ASSISTANCE AVAILABLE.** No project undertaken through the Program shall have a hard cost that exceeds \$24,999. The homeowner may, but is not required to, contribute their own matching funds if a broader scope of work is desired. A household may only receive assistance through the Program once every five (5) years.
10. **APPLICATION REQUIREMENTS.** To be considered eligible to participate in the Program, the residence must be located within the municipal boundary of the City and be owner occupied confirmed as such through title search, tax records, and insurance policy information. The property must also be a legal conforming use according to the City's adopted zoning code, all property taxes must be current, all utility billing with the City must be current, and the applicant must meet all of the following requirements:
- a. **Household Income.** To be considered eligible for assistance, the applicant must meet the HUD income of limit of 80% or lower of the area median income (AMI). The City shall calculate and verify income qualifications using the Adjusted Gross Income as provided on the IRS 1040. Adjusted Gross Income is defined as individuals age 18 and older reporting to the Internal Revenue Service on Form 1040. Other income includes: prizes and awards; gambling, lottery or raffle winnings; jury duty fees; reimbursements for amounts deducted in previous years; income from the rental of property if not in the business of renting such property; and income from an activity not engaged in for profit). In order to determine applicant eligibility, the applicant shall submit the most current 1040 federal tax return and two months of income verification (pay stubs, social security statements etc.).
 - b. **Household Definition.** A Household shall be defined as any person occupying the housing unit as a permanent resident as of the date of application, regardless of that person's relationship to the homeowner or other members of the household. Persons living outside the residence will not be considered to be household members unless they are a college student living in a dormitory but are claimed as dependents on a resident household member's income tax form.
11. **APPLICATION PROCESS.** Applicants shall complete an application as provided by the City and include any and all required documentation. In the event that the applicant requires assistance completing the application, the applicant may schedule an appointment with the Housing Officer. The application will be reviewed for completeness and the applicant will be income verified at the time of application in order to determine Program eligibility. Adjusted Gross Income as outlined in IRS form 1040 will be used to determine total household income. Applicants must fall below 80% of the established HUD AMI guidelines for the current year. Upon review of completed application and submission of supporting documentation, the Housing Officer will verify that the applicant does not have weed/grass and nuisance code violations, residency and homeownership requirements, homeowner insurance and income verification will also be completed. Property ownership will be confirmed through the title search using Laredo (Rock Island County Recorder's Office electronic records database). If a copy of the title is not available in Laredo, the applicant will be required to furnish a copy. The Housing Program Officer will ensure that all persons listed on the property's title are listed as an applicant. At this time Laredo will also be used to identify any liens or judgments on the property. An assessment search will be performed via www.rockislandcounty.org to verify that all Property Taxes have been paid to date. Any delinquent taxes will need to be paid in order to

move forward with the application. The completed application shall be valid for six months. After the six-month period has passed, a new application shall be required to proceed. Once an applicant is approved a formal letter will be sent out notifying of the approval and next steps in the process. Applicants who do not fully disclose all income and asset information will be denied assistance. If undisclosed income or asset information surfaces after the rehabilitation application is approved, the project will be terminated at that time and no additional assistance will be provided to the household. The City may deny any loan application based on delinquent property tax, outstanding tax liens, inability to demonstrate a stable income pattern, failure to provide accurate and requested information, and/or failure to adhere to program requirements within 30 days of the notification.

12. **APPEAL Process:** If the applicant is unsatisfied with their determination of eligibility; the applicant may appeal the decision to HUD.
13. **WAITING LIST.** Following verification of income eligibility, applicants shall be placed on a waiting list on a first come, first serve basis. Income eligibility shall be reverified every six (6) months.
14. **INITIAL INSPECTION.** When an applicant's turn on the waiting list arrives, an initial inspection of the property shall be undertaken by the Construction Officer using a standardized form. The Program is focused on addressing code violations and making housing both safe and sanitary. All applicable building, mechanical, electrical, plumbing, and health codes as adopted by the City are used to determine code violations. Such violations are hereafter ranked by severity as major, moderate, or minor. A copy of the General Rehabilitation Program Inspection Checklist is attached at the end of the inspection. The City must have full access to the house during inspections and construction stages of the project. The house must be accessible, clean, safe and sanitary. It is the owner's responsibility to make sure the property is clean and has a clear egress path around all areas where construction will be completed. In the event of insect or rodent infestation, inspections will be postponed until the owner provides documented proof of professional extermination. The property will not be eligible for services until all violations are corrected. The applicant will be given 30 days to address these violations. If the violations are not addressed the applicant will no longer be eligible for grant funding and be removed from the waitlist. If in the future the violations are addressed, they may apply to be placed back on the waitlist.
15. **SCOPE OF WORK.** Following the initial inspection, a scope of work shall be prepared by the Construction Officer. Activities in the scope shall be undertaken in order of priority corresponding with the code violations described above.
16. **ENVIRONMENTAL REVIEW.** When a scope of work is completed, the environmental review process shall begin. The environmental review record documents shall be prepared by the Geographic Information Systems (GIS) Specialist under the direction of the Planning & Zoning Manager. The Section 106 review process as required by the National Historic Preservation Act of 1966, as part of the environmental review documents, shall be overseen directly by the Planning & Zoning Manager. If the State Historic Preservation Office (SHPO) determines in the course of the Section 106 review process that the proposed undertaking.

17. CONTRACTOR SELECTION.

a. DEFINITIONS

- i. Contractor - A term used to apply to both general contractors and subcontractors.
- ii. Contractor Guidelines - A shortened term used to refer to "Contractor Selection/Qualification Guidelines for Targeted Neighborhood Housing Stimulation Programs by the Planning and Redevelopment Division, Community and Economic Development Department, City of Rock Island, Illinois."
- iii. General Contractor - A contractor, who contracts to undertake an entire rehabilitation job under the City's Targeted Neighborhood Housing Stimulation Programs, using subcontractors and supervising them as needed while taking full responsibility for the job.
- iv. Subcontractor - A contractor who contracts to undertake one or more phases of a rehabilitation job under the City's Targeted Neighborhood Housing Stimulation Programs, with the City or some other contractor acting as general contractor.
- v. City - The City of Rock Island, Illinois; specifically, with reference to the Targeted Neighborhood Housing Stimulation Programs, is represented by the staff of the Planning and Redevelopment Division of the Community and Economic Development Department. References to the City in these guidelines refer to that staff, its policies and programs as approved by the City Council.
- vi. Housing Officer - A member of the staff of the Planning and Redevelopment Division, Community and Economic Development Department of the City, who processes applications for rehabilitation assistance, including the financial portion.
- vii. Construction Officer - A member of the staff of the Planning and Redevelopment Division, Community and Economic Development Department of the City, who prepares work write-ups manages bids and contract documents, and supervises construction.
- viii. Community and Economic Development Director – the supervisor of the Community and Economic Development Department.

b. CONTRACTOR QUALIFICATIONS

- i. Prospective contractors must complete a Contractor Information Form. B. References and credit will be checked.
- ii. Contractors must have satisfactory client references.
- iii. Judgments against a contractor must be released prior to program participation.
- iv. Contractors must be registered with Duns & Bradstreet (www.dnb.com) and System of Award Management (www.sam.gov). There is no registration fee, for both of these federal requirement registrations.
- v. Registration with the City of Rock Island as well Liability insurance coverage is required and a certificate of insurance must be provided. \$100,000 each occurrence/\$300,000 aggregate bodily injury, including death. \$100,000 property damage.
- vi. Lead Certifications and Licenses when applicable to the Scope of Work.

- vii. No contractor will be added to the City's list of qualified contractors until requirements of II-A, B, and C are met.
 - viii. Prospective contractors must be bonded and licensed as required by the City Inspection Division and Community and Economic Development Department.
 - ix. Contractors must complete work in a manner which meets City Rehabilitation Specifications and all adopted City codes.
 - x. Quality work is required.
 - xi. Timely completion of work is required.
 - xii. Contractors are required to furnish a current address and phone number where they may be contacted.
 - xiii. Change of address and/or phone number must be reported immediately.
 - xiv. At any time that contractor's address and phone number are incorrect and the Planning and Redevelopment Division cannot contact the contractor, that contractor will be dropped from the list(s) of contractors until the required information is furnished to the Planning and Redevelopment Division.
 - xv. It is the contractor's responsibility to notify the Construction Officer and the homeowner of any delays or absences from the job once a Proceed Order has been issued.
 - xvi. Working hours shall be from 8:00 a.m. to 5:00 p.m., Monday through Friday unless other arrangements are approved by the homeowner and the Construction Officer.
- c. **CONTRACTOR DISQUALIFICATION.** Failure by a contractor to meet the above qualifying criteria shall result in disqualification from further participation in the program. Prior to execution of the contract, the homeowner may request rejection of a contractor for good and substantiated reasons. The City will approve or deny this request. Additional reasons which may be grounds for contractor disqualification:
- i. Repeated and substantiated homeowner complaints.
 - ii. Failure to honor the warranty as specified in the contract with the homeowner, or failure of the contractor to supply homeowner with warranties on products with warranties exceeding one year.
 - iii. Failure of a contractor to resolve warranty issues will result in withholding work write-ups and bidding until issues are resolved or disqualification has taken place.
 - iv. Repeated credit problems.
 - v. Unprofessional or un-businesslike contract negotiation or implementation.
 - vi. Discovery of fraud, life-threatening irresponsibility, or other immediate incapacity.
 - vii. Repeated failure to bid with or without notification to the City.

- d. **NOTICE OF DISQUALIFICATION.** Contractors considered for disqualification shall be notified of such pending disqualification in writing. The notice shall include at a minimum:

- i. Reason for pending disqualification.
- ii. Maximum time frame for abating disqualifying item(s).
- iii. Mailing of Pending Disqualification Notice –The "Pending Disqualification Notice" shall be mailed or hand-delivered to the latest known address or whereabouts of the contractor. No further notice shall be required.

The City retains the right to disqualify any contractor immediately when fraud, life-threatening irresponsibility or other immediate incapacity is evident. The City also retains the right to disqualify immediately a contractor who cannot be or one who has repeatedly failed to bid. No "Pending Disqualification Notice" is required. Reinstatement of any contractor after disqualification will be at the sole discretion of the city.

- e. **SUBCONTRACTORS.** General contractors must furnish for the City a list of the subcontractors they propose to use on that job when they submit the bid. The City reserves the right to deny the use of any subcontractor who has been previously disqualified. If the contract awarded to the general contractor requires a change in subcontractor(s), the general contractor must notify the City before the new subcontractor begins work. Proposed subcontractors may be rejected by the City for good and substantiated reasons. General contractors are required to show that subcontractors meet appropriate licensing and bonding requirements and that they meet liability insurance coverage requirements as stated in II-C.
- f. **BIDDING.** All projects shall be put out for competitive bidding for no less than one (1) week and no more than four (4) weeks.
- i. Bids shall be posted on the City website and provided to any contractor in any format upon their request. Contractors shall submit bids for consideration in sealed envelopes labeled as instructed in the invitation to bind instructions. Late bids will not be accepted.
 - ii. All bids will be opened in public at a set time and place. At least two City staff members shall be present at any bid opening. Contractors retain the right to attend all bid openings.
 - iii. After the bid opening, the successful bidder will be allowed to bid on another rehabilitation job but may only hold a maximum of three projects at one time unless approved by the city.
 - iv. The contractor may decline to bid one job (pass). This pass will be treated as if the contractor had submitted an unsuccessful bid.
 - v. Contractors who repeatedly decline to bid or fail to notify the City of their intent to pass may be dropped from the contractor list at the discretion of the City.
 - vi. When a contractor is already under contract for or has been awarded the bid for a total of three (3) rehabilitation jobs through City programs, the contractor will not be invited to bid on a new job until no more than one contract remains open unless approved by the City.

- vii. If a contractor has been dropped from the City's list(s) of qualified bidders, the City reserves the right to refuse to accept a bid from that contractor even if that contractor would otherwise qualify under V-D.
- viii. The policy of the City, in general, shall be to award the contract(s) to the lowest qualified, responsive, responsible bidder(s):
 - 1. Bidders may be disqualified at the discretion of the City, as having bid too low, if a bid is more than 10% lower than the in-house estimate.
 - 2. Bidders may also be disqualified for having a bid too high in excess of 20% of the in-house estimate.
 - 3. Bids submitted with miscalculations will be disqualified.
 - 4. Any or all bids may be rejected at the discretion of the City for good cause.
- ix. Each bidder is required to bid each line item in the work write-up individually (if a general contractor) or each line item of the relevant trade (if a subcontractor).
- x. The City retains the right to delete any line item(s) after bidding is complete.
- xi. The City retains the right to negotiate modifications to the contract with the successful bidder in each case.

18. **PRE-CONSTRUCTION.** For every project undertaken through the Program, there shall be a pre-construction meeting with the homeowner, contractor, and staff. At this meeting there shall be a review of the contract documents, the scope of work, and the project timeline. Following this, contract documents shall be signed by the respective parties. The Project may thereafter begin.

19. **CONTRACTOR PAYMENT.** When work is complete, a final inspection of the property shall be undertaken using a standardized form. If the work is determined to be satisfactory and complete, the contractor may submit a request for payment using a standardized form provided by the City. The request for payments must include a final lien waiver, sworn statement, signed one (1) year warranty, and invoice. The Housing Officer, Construction Officer, and the homeowner must sign off to approve the request for payment before it can be process. If thirty (30) days elapse from the date the request has been received and the homeowner is unable or unwilling to sign despite reasonable attempts to address their concerns, the City shall retain the right to process the request and issue payment to the contractor. **Once payment has been submitted the Housing Officer will mail out a letter stating the project has been completed with a one-year warranty on the work completed. If the homeowner fails to sign off for the final payment and/or access to the final inspection, the one-year warranty is voided.**

- a. If the Construction Officer judges a change order to be excessive, the City reserves the right to obtain other bids.
- b. Payments to contractors shall be made in accordance with the provisions in the Rehabilitation Contract.
- c. Lump sum payments will be made after the inspection division's final inspection, approval by the Construction Officer(s) of the completed work, and approval by the Planning and Redevelopment Administrator and the Community and Economic Development Director is completed.
- d. In situations deemed appropriate by the City, progress payments may be approved, however, no more than 75% of the total contract (less the usual 10% retainer) may be paid in progress payments. The final payment will be made only after final inspection

and approval and after all punch list items have been completed, inspected, and approved.

- e. There shall be no more than a total of two-progress payments and one final payment on a contract totaling \$15,000 or less (total of three payments).
- f. The total number of payments on a contract in excess of \$15,000 may be increased by one payment for each \$5,000 or portion thereof. (Examples: Maximum of four payments on a contract for \$18,000; maximum of five payments on a contract for \$24,900.)
- g. Each general contractor shall be required to furnish to the City the Federal Employer Identification Number for the general contractor's firm and for all subcontractor's firms.

20. GENERAL PROGRAM GUIDELINES.

- a. **EXPENSES.** Eligibility of expenses for the CDBG program are itemized in the most recent version of "Guide to National Objectives and Eligible Activities for CDBG Entitlement Communities" as published by HUD. A summary of the eligible costs are as follows:
 - i. **Rehabilitation (hard costs)** — Rehabilitation hard costs are actual costs to accomplish rehabilitation. Costs of labor, materials, supplies and other expenses required for completion of the rehabilitation of property, including repair or replacement of principal fixtures and components of existing structures (e.g., items eligible for repair within the program, individually or combined). This will be the total amount of the Contractor's invoice and the amount noted on the Recapture Agreement.
 - ii. **Service Delivery (soft costs)** — Staff costs and related expenses required for outreach efforts for marketing the program, rehabilitation counseling, screening potential applicant households and structures, energy auditing, preparing work specifications, loan underwriting and processing, inspections, and other services related to assisting owners, tenants, contractors, and other entities who are participating or seeking to participate in rehabilitation. The following are examples of soft costs:
 - 1. Financing fees, credit reports, title binders and insurance, recording fees, transaction taxes, impact fees, legal and accounting, appraisals, architectural and engineering fees.
 - 2. Administrative costs.
 - 3. Environmental review costs.
 - 4. Lead Safe Housing Rule Compliance expenses. This includes any costs that are associated with complying with the Lead Rule that are not normally incurred as part of rehabilitation if the Rule did not apply. This can include:
 - a. Evaluation costs (risk assessments, visual assessments or inspections)
 - b. Laboratory and analysis fees
 - c. Lead sample testing supplies
 - d. Occupant protection, including relocation, storage or protection of belongings

- e. Waste handling attributable to lead-based paint hazard reduction.
 - f. Specialized cleaning designed to remove LBP dust. The contractor can provide an estimate of the incremental costs associated with LBP hazard reduction.
 - g. Clearance activities, including visual assessments, dust wipes, and reports.
- b. LMH HOUSING DOCUMENTATION REQUIRED. In addition to the main documentation required for each project/activity, the following records must be maintained for projects/activities that are using LMH as a national objective:
 - i. A written agreement with each landlord or developer receiving CDBG assistance. The agreement must specify:
 - 1. Total number of dwelling units in each multi-unit structure, and
 - 2. The number of those units which will be occupied by LMI households after assistance.
 - ii. Total cost of the activity, including both CDBG and non-CDBG funds
 - iii. The household size, ethnicity and income eligibility for each of the LMI households occupying assisted units
 - iv. Accomplishments for LMH activities include the number of owner-occupied units rehabilitated, including the number of these units occupied by the elderly.
- c. HOUSEHOLD INCOME DOCUMENTATION REQUIRED. The following definitions shall be used in the determination of a household's total AGI:
 - i. Adjusted Gross Income shall be defined as adjusted gross income reported to the Internal Revenue Service on Internal Revenue Service (IRS) Form 1040 as follows:
 - 1. Wages, salaries, tips, etc.
 - 2. Taxable interest.
 - 3. Dividends.
 - 4. Taxable refunds, credits or offsets of State and local income taxes.
There are some exceptions - refer to Form 1040 instructions.
 - 5. Alimony (or separate maintenance payments) received.
 - 6. Business income (or loss).
 - 7. Capital gain (or loss).
 - 8. Other gains (or losses) (i.e., assets used in a trade or business that were exchanged or sold).
 - 9. Taxable amount of individual retirement account (IRA) distributions.
(Includes simplified employee pension [SEP] and savings incentive match plan for employees [SIMPLE] IRA.)
 - 10. Taxable amount of pension and annuity payments.
 - 11. Rental real estate, royalties, partnerships, S corporations, trusts, etc.
 - 12. Farm income (or loss).
 - 13. Unemployment compensation payments.
 - 14. Taxable amount of Social Security benefits.

15. Other income. (Includes: prizes and awards; gambling, lottery or raffle winnings; jury duty fees; Alaska Permanent fund dividends; reimbursements for amounts deducted in previous years; income from the rental of property if not in the business of renting such property; and income from an activity not engaged in for profit).
- ii. Total Adjusted Gross Income for the household shall be defined as the sum of the total adjusted gross income of each household member aged 18 or over. A household member shall be defined as any person occupying the housing unit as a permanent resident as of the date of application, regardless of that person's relationship to the homeowner or other members of the household. Persons living outside the home will not be considered to be household members unless they are a college student living in a dormitory but are claimed as dependents on a resident household member's income tax form.
- d. RECORD RETENTION PERIOD. Under the uniform administrative requirements of the CDBG regulations, grantees and sub recipients are required to retain CDBG records for a period of not less than four years. For sub recipients, the record retention period begins from the date of the submission of the CAPER in which the specific activity was reported on for the final time rather from the date of submission of the final expenditure report for the award.
- e. ACCESS TO RECORDS. HUD and the Comptroller General of the United States, or their authorized representatives, have the right to access grantee and sub recipient program records. This right is not limited to the retention period. Requirements regarding public access to records include:
 - i. CDBG grantees are required to provide citizens with reasonable access to records regarding the past use of CDBG funds, consistent with applicable state and local laws regarding privacy and confidentiality; and
 - ii. The Consolidated Plan regulations require that grantees provide citizens, public agencies and other interested parties with reasonable and timely access to information and records relating to the jurisdiction's Consolidated Plan and the use of assistance under the programs covered by the Consolidated Plan.
- f. CDBG ALLOCATION PROCESS. Refer to the City's main CDBG Program Manual to find details on how the City's overall application and allocation process works. The TNHSP submits two applications for Entitlement funds, one for staffing and support costs and another application for programmatic costs (hard costs and soft costs). City Council normally finalizes the allocation recommendations for the upcoming program year (April 1st-March 31st) in September of each year yet final Entitlement allocation amounts from HUD are announced in the Spring/Summer each year (after the program year has already started).
- g. CONSOLIDATED PLAN. The Community Development Manager is responsible for making sure that the Consolidated Plan is completed accurately and timely. The Consolidated Plan is prepared by the City of Rock Island every five years and describes needs, resources, priorities and proposed activities to be undertaken with respect to CDBG funds. An approved Consolidated Plan is one which has been approved by HUD. TNHSP

staff is responsible for making sure that their proposed activities for the next five years are included in this analysis in order to continue being funded.

- h. **ANNUAL ACTION PLAN.** The Community Development Manager is responsible for making sure that the Annual Action Plan is completed accurately and timely. This document serves as an annual application to HUD for funding and must reflect the proposed activities that are in the Consolidated Plan. If a new activity is being proposed for funding, the Consolidated Plan must be amended. Further information on what triggers a Consolidated Plan amendment can be found in the City's main CDBG Policies and Procedures manual. Information on TNHSP staff and support costs are detailed in the Annual Action Plan as well as the expected accomplishments for each activity. A majority of the information used for the Annual Action Plan will be used from the applications submitted for funding for that program year. It is the TNHSP staff responsibility to make sure that the proposed accomplishments are adjusted with the final allocation amounts. Also, it is the TNHSP staff responsibility to track accomplishments on a 5-year basis to ensure that the Consolidated Plan goals are being met. If they are not, then a possible amendment to the Consolidated Plan may need to be made.
- i. **DRAWDOWN REQUESTS.** Drawdown requests should be made on a routine basis from TNHSP staff to Planning and Redevelopment Administrator. The information that should be included in these drawdown requests include:
 - i. Funds budgeted for project;
 - ii. Funds received in drawdowns to date;
 - iii. Funds obligated in most recent period and to date;
 - iv. Funds expended in most recent period and to date;
 - v. Cash on hand (including program income identified as such); and
 - vi. Previous drawdowns requested but not yet received.
- j. **QUARTERLY PROGRESS REPORTS.** Quarterly accomplishment reports are due to the Planning and Redevelopment Administrator from sub recipients by the following dates: April 15, July 15, October 15, and January 15. These progress reports should contain the following information: track actual project accomplishments, obligations, and spending patterns against planned operations and accomplishments.

21. OTHER REGULATIONS.

- a. **RECORDS TO BE MAINTAINED (570.506).** HUD regulation § 570.506 defines the process and types of records that must be maintained by the city. Records and documentation are maintained in order to demonstrate activity eligibility, national objective compliance, allowability of costs, and cost reasonableness. Appropriate staff will maintain all records required by the Federal regulations specified in 24 CFR 570.506, that are pertinent to the activities to be funded. Such records shall include but are not limited to:
 - i. Records providing a full description of each activity undertaken;
 - ii. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
 - iii. Records required to determine the eligibility of activities;
 - iv. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;

- v. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- vi. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21–28; and
- vii. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

The CED department shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the HUD CDBG program. The retention period begins on the date of the activities are recorded in IDIS. In the event of litigation, claims, audits, negotiations, or other actions that involve the above cited records that have been initiated before the expiration of the five-year period, then such records shall be retained through the resolution of all issues.

- b. CONFIDENTIALITY. The City of Rock Island and its employees shall maintain the confidentiality of all applicant information. Confidentiality shall apply to the applicant's identity and location of the subject property, as well as personal information supplied by the applicant and received by the City of Rock Island to determine the applicant's eligibility.
- c. FINANCIAL MANAGEMENT SYSTEMS (85.20). CDBG funded Neighborhood Housing programs execute outside contracts. The City of Rock Island CDBG program records an encumbrance/obligation when contracts are executed, purchase orders issued, etc. The city's CDBG program maintains grant compliance by maintaining supporting documentation for expenditures with invoices, contracts, or purchase orders, etc. The City of Rock Island has segregated the duties and controls to effectively reduce the opportunity for the perpetration or concealment of errors or irregularities in the normal course of duties. The City of Rock Island has internal control procedures that support its ability to prepare financial statements that are fairly presented in conformity with generally accepted and appropriate accounting principles and regulatory requirements. The city undergoes an annual single audit, which ensures the accuracy and integrity of data provided through a qualified opinion on the audited annual financial statements and internal controls. Staff reviews financial information (e.g., drawdowns, unexpended balances) recorded in HUD's financial management systems (e.g., LOCCS, IDIS) to ensure that it matches the official accounting records of the Program for the period covered by the last CPD-required performance report? [24 CFR 570.507; 24 CFR 91.520] The Community Economic Development, Budget and Grant Manager works directly with the Finance Department to ensure that the information on obligations, expenditures, and program income submitted to HUD reconcile with the program participant's accounting records? [24 CFR 570.504; 24 CFR 570.507; 24 CFR 91.520]
- d. TIMESHEETS. The City of Rock Island internal payroll control procedures support its ability to meet HUD regulatory requirements. All CDBG funded staff position timesheets are reviewed and approved by the supervisor prior to submission for payroll processing. Community and Economic Development Department employees working on the CDBG programs shall have their salaries and wages supported by periodic monitoring to ensure that CDBG funds have been appropriately allocated and expended for the period covered by the monitoring. [24 CFR 570.502; 2 CFR Part 225, Appendix B (2013 edition)]. Monitoring will be conducted annually prior to the completion of the Consolidated Annual Performance Evaluation Report. [24 CFR 570.502; 2 CFR Part 225, Appendix B (2013 edition)]
- e. PROGRAM INCOME (24 CFR 570.503 AND 570.504). All proceeds collected under the recapture requirements of the Neighborhood Housing Programs shall be considered

Program Income. Program Income shall be receipted into IDIS as Program Income and shall be expended on other projects before entitlement funds are obligated to projects.

- f. **PROCUREMENT, EQUIPMENT, AND REAL PROPERTY.** The Rock Island's CDBG programs shall follow the City of Rock Island procurement standards or the HUD procurement standards at § 85.36 (whichever is more stringent) when equipment and services are procured. All expenses for supplies and equipment and their use (e.g., uniforms/coveralls, handheld computers, gasoline, vehicle lease payments or use allowances) are eligible expenses for the delivery of Neighborhood Housing Program services.
- g. **LABOR STANDARDS (24 CFR 570.603).** The City of Rock Island's CDBG program shall adhere to all applicable regulations regarding labor standards. All laborers and mechanics employed by contractors or subcontractors on construction work in excess of \$2,000 and financed in whole or in part with CDBG funds must be paid "prevailing wages" that have been determined in accordance with the Davis-Bacon Act as amended (40 U.S.C. 276a–276a-5). The Contract Work Hours and Safety Standards Act (40 U.S.C. 327–333) also applies to such activities. These labor standards shall apply only to the rehabilitation of residential property if the property contains more than four (4) units.
- h. **ENVIRONMENT REQUIREMENTS (24 CFR 570.604).** At the start of every Program Year an environmental review of CDBG Service Delivery programs is completed and up loaded in to the HUD HEROS system. Grantees are required to assume responsibility for environmental review, decision making, and other actions that would otherwise apply to HUD under the National Environmental Policy Act of 1969 and other related provisions of law. Under no circumstance shall CDBG assistance be obligated to the project. This includes but is not limited to, incurring project costs, entering into an agreement, or letting bids until the appropriate environmental review and public notification process has been completed, and it has been determined that no other environmental measures are to be undertaken. Activities not subject to this restriction are those the regulations define as exempt from environmental review. However, before any party involved with the project can incur costs, even for activities that are exempt, the grantee must first make a formal determination that the activity is exempt. (The list of activities that are exempt from environmental review are found in 24 CFR part 58.34 and 58.35(b).)
- i. **HISTORIC PRESERVATION (36 CFR PART 800).** It is the responsibility of the city to evaluate properties receiving federal assistance and consult with the State Historic Preservation Office as to whether the property:
 - i. is or could be determined eligible for listing on the National Register of Historic Places;
 - ii. is located in a historic district or an area which could be determined eligible as a historic district;
 - iii. involves proposed changes that could have an adverse effect to a historic property that has been landmarked.

In the event that the undertaking has been determined to be an adverse effect to a historic property, the city will identify all consulting parties to discuss the project impact and possible mitigation measures. Once the consulting parties agree on the mitigation, a Memorandum of Agreement must be completed with stipulations that provide clear and concise mitigation measures with all parties identified (36 CFR Part 800).

- j. **NATIONAL FLOOD INSURANCE PROGRAM (24 CFR 570.605).** The City of Rock Island participates in the National Flood Insurance Program and is protected by a United States

Army Corps of Engineers flood wall, which has been certified by the National Emergency Management Agency. Areas within the flood wall are prone to ponding, projects undertaken in the ponding areas are required to have flood insurance and provide proof of flood insurance prior to and during the completion of the project.

- i. Note: There is a statutory prohibition against providing Federal assistance to a person who had previously received Federal flood disaster assistance conditioned on obtaining and maintaining flood insurance and the person failed to obtain and maintain such insurance (24 CFR 58.6(b)).
- k. FLOODPLAIN MANAGEMENT (24 CFR PART 55). Potential projects receiving federal assistance that propose new construction or substantial improvements of existing buildings located within the floodplain or special flood hazard areas shall be subject to 24 CFR Part 55.20, the "Eight Step Decision Making Process." Until such time as the Decision-Making Process is complete and mitigation measures in place, no federal funding or commitments can be obligated or agreements entered into.
 - i. Note: Executive Order 11988, Floodplain Management, directs agencies "to avoid direct or indirect support of floodplain development wherever there is a practicable alternative" (24 CFR Part 55).
- l. RELOCATION AND ONE-FOR-ONE HOUSING REPLACEMENT (24 CFR 570.606). The City of Rock Island's CDBG Neighborhood Housing Programs comply with the following:
 - i. the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), 24 CFR 570.606(b), and 49 CFR Part 24;
 - ii. the requirements of 24 CFR 570.606(c) and 24 CFR Part 42 governing the Residential Anti-displacement and Relocation Assistance Plan (Plan) under Section 104(d) of the HCD Act.

Under the URA and the Plan, the city provides relocation assistance to persons (families, individuals, businesses, non-profit organizations, and farms) that are displaced as a direct result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. All property occupants must be issued certain notices on a timely basis. The Plan also requires the one-for-one replacement of any occupied or vacant occupiable low/moderate-income housing that is demolished or converted to another use in connection with a CDBG-assisted project. Finally, the Plan requires the identification of the steps that will be taken to minimize displacement.

- m. LEAD-BASED PAINT (24 CFR 570.608). CDBG-funded activities, such as the acquisition, construction, or rehabilitation of residential structures, may not use lead-based paint. Certain requirements apply to the use of CDBG funds for the rehabilitation of a residential property that was constructed before 1978. At a minimum, grantees are required to:
 - i. notify a purchaser or lessee of the presence of any known lead-based paint and/or lead-based paint hazards;
 - ii. paint test surfaces to be disturbed or removed during rehabilitation for the presence of lead-based paint, or presume lead-based paint and notify the occupants of the results within 15 days of when the evaluation report is received or the presumption is made;
 - iii. provide each occupied dwelling unit outlined in the preceding section with the EPA-approved lead hazard information pamphlet "Protect Your Family From Lead in Your Home" or an EPA-approved equivalent;
 - iv. reduce lead hazards as required by the applicable subparts of Part 35;

- v. perform clearance testing, including dust testing, before re-occupancy after all but minimal (“de minimis”) amounts of paint disturbances. (See in the following section for details). The CDBG regulation at 24 CFR 570.608 states that the following subparts of Part 35 apply to the use of CDBG funds in pre-1978 housing:
 - 1. Disclosure of Known Lead-Based Paint and/or Lead-Based Paint Hazards Upon Sale or Lease of Residential Property,
 - 2. General Lead-Based Paint Requirements and Definitions for All Programs,
 - 3. Rehabilitation,
 - 4. Acquisition, Leasing, Support Services, or Operation, and
 - 5. Methods and Standards for Lead-Based Paint Hazard Evaluation and Hazard Reduction Activities. Part 35, Subpart A, is called the Lead Disclosure Rule; and Part 35, Subparts B through R, are called the Lead Safe Housing Rule.
- vi. Certain properties are exempt from the requirements of the Lead Safe Housing Rule. They include:
 - 1. Housing built on or after January 1, 1978;
 - 2. Zero-bedroom dwellings, including efficiency apartments, single-room occupancy housing, dormitories, or military barracks;
 - 3. Housing exclusively for the elderly or people with disabilities, unless a child age 6 or under resides or is expected to reside there;
 - 4. Units that have been found to be free of lead-based paint by a certified lead-based paint inspector;
 - 5. Units where all lead-based paint has been removed;
 - 6. Unoccupied housing that will remain vacant until it is demolished;
 - 7. Non-residential portions of mixed-use buildings, except that spaces serving both residential and non-residential uses are covered by the rule;
 - 8. Units that are to be rehabilitated without disturbing a painted surface; and
 - 9. Units that are subject to emergency repair action needed to safeguard against imminent danger to human life, health or safety, or to protect the property from further structural damage.
- vii. For properties that are covered by the Lead Safe Housing Rule, the lead-based paint requirements for rehabilitation is contingent upon the amount of Federal rehabilitation assistance provided. The amount of Federal rehabilitation assistance is the average per unit amount of Federal assistance provided for the hard costs of rehabilitation, excluding lead-based paint hazard evaluation and hazard reduction activities. In calculating this assistance amount, the total amount of Federal assistance to be used (including CDBG and other funds) and the hard costs of rehabilitation (including Federal and non-Federal funds) must be considered. Whenever these two amounts are not the same, the smaller of the two determines the type and level of lead-based paint requirement. For a structure with more than one dwelling unit, the thresholds are applied against the average amount of Federal assistance per unit or the average hard cost of rehabilitation per unit, whichever is lower. The following guide outlines the

funding amounts and the level of lead safe work practices (Subpart J: Rehabilitation):

1. Up to \$4,999 per unit hard costs
 - a. Paint testing and repair
 - b. Use Lead Safe Work Practices (LSWP)
 - c. Clearance
 2. \$5,000 up to \$24,999 per unit hard costs
 - a. Risk Assessment
 - b. Interim Controls
 - c. Clearance
 3. Over \$25,000 per unit hard costs
 - a. Risk Assessment
 - b. Abatement of all identified LBP Hazards (Not all LBP)
 - c. Clearance
- viii. For federally assisted projects that only requires repair, the de minimis levels for lead safe work practices will apply (24 CFR Part 35.1350 (d)). Safe work practices are not required when maintenance or hazard reduction activities do not disturb painted surfaces that total more than:
1. 20 square feet (2 square meters) on exterior surfaces;
 2. 2 square feet (0.2 square meters) in any one interior room or space; or
 3. 10 percent of the total surface area on an interior or exterior type of component with a small surface area. Examples include window sills, baseboards, and trim.
- ix. The City shall follow 24 CFR 35.1350(d) for minor repairs undertaken as part of the program. Compliance shall be documented using project specifications. Substantial rehabilitation activities undertaken shall follow the lead safe rules as outlined in 24 CFR 35.1350.
- n. CONFLICT OF INTEREST (24 CFR 570.611). The Program shall follow the provisions of 24 CFR 84.42 and 570.611, which include (but are not limited to) the following:
- The city maintains a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds (All employee policies and guidelines can be found at intranet.rigov.org/human-resources/personnel-policies).
 - No employee, officer, or agent of the city shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or perceived, would be involved.

No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency. There are two conflict of interest provisions applicable to activities carried out with CDBG funding. The first,

applies to the procurement of goods and services by subrecipients (24 CFR 84.42 and 85.36 and 24 CFR 570.611(a)(1)) The second provisions is located at 24 CFR 570.611(a)(2). These provisions cover situations not covered by parts 84 and 85. With respect to procurement activities, the subrecipient must maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts. At a minimum, these standards must require that no employee, officer, or agent may participate in the selection, award, or administration of a contract supported by federal funds if a real or perceived conflict would be involved. Such a conflict would arise when any of the following parties have a financial or other interest in the firm selected for an award:

- An employee, officer, or agent of the subrecipient;
- Any member of an employee's, officer's, or agent's immediate family;
- An employee's, agent's, or officer's partner; or
- An organization which employs or is about to employ any of the in the preceding section.

It is also required that employees, agents, and officers of subrecipients neither solicit nor accept gratuities, favors, or anything of value from contractors, or parties to sub-agreements. However, subrecipients may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. Disciplinary actions for any violations of the regulations or policies by employees, agents, or officers of the subrecipient agency will be handled according to the above policies. With respect to all other CDBG-assisted activities, the general standard is that no employee, agent, or officer of the subrecipient, who exercises decision-making responsibility with respect to CDBG funds and activities, is allowed to obtain a financial interest in or benefit from CDBG activities, or have a financial interest in any contract, subcontract, or agreement regarding those activities or in the proceeds of the activities. Specific provisions include:

- Any person who is an employee, agent, consultant, officer, or elected or appointed official of the grantee, a designated public agency, or a subrecipient, and to their immediate family members, and business partner(s).
- During employee tenure and for a period of 1 year after leaving the grantee or subrecipient organization.

Upon written request, exceptions may be granted by HUD on a case-by-case basis, after consideration of the cumulative effect of various factors listed at 24 CFR 570.611(d), and only with: (a) full disclosure of the potential conflict, and (b) a legal opinion of the grantee's attorney that there would be no violation of state or local laws in granting the exception.

- o. PROGRAM MONITORING (24 CFR 570.501(B), 24 CFR 85.40(A) AND (E), AND 24 CFR 84.51(A)). The Community and Economic Development Department is responsible for ensuring that all CDBG funds under its oversight are used in accordance with all program requirements, and for determining the adequacy of its subrecipients' performance. Accordingly, the Community Development staff is empowered to make site visits and review program files of the CDBG recipients as necessary to fulfill these responsibilities.
- p. SUSPENSION AND TERMINATION (24 CFR 570.503 (B) (6), 24 CFR 85.43 AND 44, AND 24 CFR 84.62). When problems arise in the performance of a subrecipient, the grantee is responsible for taking appropriate actions for correcting these deficiencies, including suspending or terminating the CDBG activities being carried out by the subrecipient (24 CFR 570.501(b)). Consistent with 24 CFR 570.503(b)(6), the written agreement between

the grantee and the subrecipient must specify that suspension or termination may occur if the subrecipient materially fails to comply with any term of the CDBG award, and that the agreement may also be terminated for convenience (also see 24 CFR 85.43–85.44 and 84.62).

- q. **UNALLOWABLE COSTS.** The City of Rock Island excludes any unallowable costs as itemized in 2 CFR Part 225, Appendix B, including: entertainment, contributions and donation, fines and penalties, general government expenditures, lobbying and political activities from direct or indirect funding through the CDBG Code Enforcement Program.
- r. **LOBBYING.** The City of Rock Island prohibits the use of any federal, state, or locally appropriated funds to be used to compensate 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 the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. If any federal, state, or locally 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 city will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
- s. **POLITICAL ACTIVITY (24 CFR 570.207(A)(3)).** Pursuant to the Hatch Act, no Neighborhood Housing program funds will be used for political activities. Personnel employed with CDBG funding will in no way, or to any extent, engage in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C. The City prohibits the use of CDBG funds to finance the use of facilities or equipment for political purposes or to engage in other partisan political activities, such as sponsoring candidate forums, distributing brochures, voter transportation, or voter registration. However, a facility originally assisted with CDBG funds may be used on an incidental basis to hold meetings, candidate forums, or voter registration, provided that all parties and organizations have access to the facility on an equal basis and are assessed equal rent or use charges, if any.
- t. **NON-DISCRIMINATION AND ACTIONS TO FURTHER FAIR HOUSING.** Pursuant to 24 CFR 5.105 (a), CDBG grantees and sub-grantees must also comply with various fair housing and civil rights laws, including but not limited to the Fair Housing Act, Title VI of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973. Grantees and sub-grantees must assure that all CDBG-funded activities, including Code Enforcement and Neighborhood Housing Program activities, do not discriminate on the basis of race, color, religion, sex, disability, familial status, or national origin.
 - i. Title VI of the Civil Rights Act of 1964 (Public Law 88-352 Implemented in 24 CFR Part 1). This law states that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
 - ii. Women and Minority Business Enterprises – Refer to 570.506(g), 85.36(e), and 84.44, affirmative steps documentation.
 - iii. Section 109 of Title I of the Housing and Community Development Act of 1974 prohibits CDBG grantees and sub-grantees from conduct that will cause discrimination on the ground of race, color, national origin, religion, or sex, in

the participation in any program or activity funded in whole or in part with Federal financial assistance.

- iv. Executive Order 11063, as amended by Executive Order 12259 (implemented in 24 CFR Part 107): This order and its implementing regulations require HUD to take all actions necessary to prevent discrimination because of race, color, religion, sex, or national origin in the use, occupancy, sale, leasing, rental, or other disposition of residential property assisted with Federal loans, advances, grants, or contributions.
- v. Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et. seq.): This law provides that any grant under Section 104 shall be made only if the grantee certifies to the satisfaction of the Secretary of HUD that the grantee will, among other things, affirmatively further fair housing.
- vi. Section 109 of Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et. seq., particularly 42 U.S.C. 6101 et. seq., and 29 U.S.C. 794): This law mandates that no person on the grounds of race, color, national origin, sex, or religion shall be excluded from participation, denied the benefits of, or otherwise be subject to discrimination under any activity funded in whole or part with CDBG funds.
- vii. Section 3 of the Housing and Community Development Act of 1968 (12 U.S.C. 1701u): This section implemented at 24 CFR Part 135 requires that, to the greatest extent feasible, a subrecipient must:
 - 1. Ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low-and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low-and very low-income residents within the service area of the project or the neighborhood in which the project is located, and to low-and very low-income participants in other HUD programs.
 - 2. Award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to business concerns that provide economic opportunities for low-and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns which provide economic opportunities to low-and very low-income residents within the service area or the neighborhood in which the project is located and to low-and very low-income participants in other HUD programs.
- viii. Section 504 of the Rehabilitation Act of 1973, as amended (implemented at 24 CFR Part 135): This section specifies that no otherwise qualified individual shall solely by reason of his or her handicap be excluded from participation (including employment), denied program benefits, or subjected to discrimination under any program or activity receiving Federal assistance. Part 8 requires that recipients ensure that their programs are accessible to and usable by persons

with disabilities. Part 8 also prohibits recipients from employment discrimination based upon disability.

- ix. The Americans with Disabilities Act (ADA) of 1990: This law prohibits discrimination on the basis of disability in employment by state and local governments and in places of public accommodation and commercial facilities. The ADA also requires that facilities that are newly constructed or altered, by, on behalf of, or for use of a public entity, be designed and constructed in a manner that makes the facility readily accessible to and usable by persons with disabilities. The Act defines the range of conditions that qualify as disabilities and the reasonable accommodations that must be made to assure equality of opportunity, full participation, independent living, and economic self-sufficiency for persons with disabilities.
- x. The Age Discrimination Act of 1975, as amended: This law provides that no person shall be excluded from participation, denied program benefits, or subjected to discrimination on the basis of age under any program or activity receiving Federal assistance.
- xi. Executive Order 11246 (as amended by Executive Orders 11375 and 12086) — Equal Opportunity Under HUD Contracts and HUD-assisted Construction Contracts: This order requires that grantees and subrecipients and their contractors and subcontractors agree not to discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.
- xii. The Architectural Barriers Act of 1968: The Architectural Barriers Act (ABA) of 1968 (ABA) (42 U.S.C. 4151-4157) requires that certain buildings financed with Federal funds must be designed, constructed, or altered in accordance with standards that ensure accessibility for persons with physical disabilities. The ABA covers any building or facility financed in whole or in part with Federal funds, except privately owned residential structures. Covered buildings and facilities designed, constructed, or altered with CDBG funds are subject to the ABA and must comply with the Uniform Federal Accessibility Standards.
- xiii. Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (Public Law 90-234): The Fair Housing Act prohibits discrimination in housing practices on the basis of race, color, religion, sex, and national origin. The Fair Housing Act was amended in 1988 to provide protections from discrimination in any aspect of the sale or rental of housing for families with children and persons with disabilities. The Fair Housing Act also establishes requirements for the design and construction of new rental or for-sale multi-family housing to ensure a minimum level of accessibility for persons with disabilities.
- xiv. Limited English Proficiency. Recipients of CDBG funds should take reasonable steps to ensure meaningful access to their programs and activities to limited English proficient individuals. As an aid to recipients, the Department published Final Guidance to Federal Financial Assistance Recipients: Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (LEP Guidance) in the Federal Register at 72 FR 2732. For assistance regarding LEP obligations, go to:
www.justice.gov/crt/lep/guidance/HUD_guidance_Jan07.pdf
For more information on LEP, please visit:
www.hud.gov/offices/fheo/promotingfh/lep.cfm

- xv. Affirmatively Further Fair Housing. CDBG recipients and subrecipients must affirmatively further fair housing in their use of such funds. Grantees may offer services to affirmatively further fair housing through the Program. Such costs, examples of which follow, are not eligible code enforcement expenses but could be eligible as public services or program administrative costs. Both of these categories have caps on the overall activity expenses.
1. Providing mobility counseling or referrals to housing counseling agencies for persons temporarily or permanently displaced by code enforcement actions;
 2. Training staff on fair housing requirements;
 3. Providing outreach to marginalized populations
 4. Establishing partnerships with Fair Housing Organizations, state and local fair housing agencies, and community-based organizations representing protected classes under the Fair Housing Act.

Emergency Owner-Occupied Housing Rehabilitation Program

1. **INTRODUCTION.** This appendix establishes the policies and procedures for the City of Rock Island's Emergency Owner-Occupied Housing Rehabilitation Program (hereafter "the Program" or "the Emergency Rehab Program"). It is funded using a Community Development Block Grant annual entitlement award from the US Department of Housing and Urban Development.
2. **CDBG PROGRAM.** The Community Development Block Grant (CDBG) program was established by Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, 42 United States Code 5301. Under the CDBG program, the U.S. Department of Housing and Urban Development (HUD) awards grants to State and local governments to aid in the development of viable urban communities. To be eligible for funding, program-funded projects must satisfy one of three HUD national program national objectives required in 24 CFR (Code of Federal Regulations) 570.208:
 - a. To benefit low- and moderate-income persons which are identified as persons with incomes below 80% of the area median household income; these income limits are determined and established by HUD utilizing Median Family Income estimates for each metropolitan area. Income limits are updated annually;
 - b. Prevention and elimination of slums and blight; and
 - c. Meeting urgent needs.
3. **NATIONAL OBJECTIVE.** The Program will be administered using the Low-Mod Housing benefit. CDBG funds shall be utilized for housing activities to assist income qualified homeowners with repair and rehabilitation of owner-occupied units. Eligible activities include: general rehabilitation of existing housing structures, including substantial rehabilitation to bring houses up to local codes and standards. The Program will address deferred maintenance. Repair and rehabilitation of the house's principal fixtures and components, including special purpose rehabilitation items that affect quality of life and threaten the health and safety of the homeowners will also be addressed. All program activities shall meet the National Objectives and the Public Benefit to existing income qualified homeowners. CDBG eligible costs for homeowner rehabilitation include:
 - a. Labor and materials,
 - b. Repair directed toward an accumulation of deferred maintenance,
 - c. Repair or replacement of principal fixtures and components of existing structures,
 - d. Installation of safety devices,
 - e. Renovations through alterations, additions to, or enhancement of existing structures and improvements, and
 - f. Special purpose rehabilitation items that affect quality of life and threaten the health and safety of the homeowners
4. **ELIGIBLE HOUSING TYPES.** Single-family structures must be owner-occupied by the primary applicant. Structures containing two units must have one unit occupied by the owner/primary applicant. Rehabilitation services will only take place within the owner-occupied portion of the structure, except for roof replacements. Properties with more than two dwelling units shall not be eligible to receive assistance.
5. **AUTHORITY TO UNDERTAKE HOUSING REHABILITATION.** The Housing and Community Development Act of 1974 (HCDA) and the CDBG regulations permit the use of CDBG funds for repair and rehabilitation activities. Section 105(d) of the HCDA permits the use of CDBG funds

for “clearance, demolition, removal, reconstruction, and rehabilitation (including rehabilitation which promotes energy efficiency) of buildings and improvements (including interim assistance, and financing public or private acquisition for reconstruction or rehabilitation, and reconstruction or rehabilitation, of privately-owned properties, and including the renovation of closed school buildings).” This provision is codified in the CDBG Entitlement program regulations at 24 CFR 570.202(a)(1) and 24 CFR 570.202(b)(2), which read as follows:

- (a)(1) Privately owned buildings and improvements for residential purposes; improvements to a single-family residential property which is also used as a place of business, which are required in order to operate the business, need not be considered to be rehabilitation of a commercial or industrial building, if the improvements also provide general benefit to the residential occupants of the building; and
- (b)(2) Labor, materials, and other costs of rehabilitation of properties, including repair directed toward an accumulation of deferred maintenance, replacement of principal fixtures and components of existing structures, installation of security devices, including smoke detectors and dead bolt locks, and renovation through alterations, additions to, or enhancement of existing structures and improvements, abatement of asbestos hazards (and other contaminants) in buildings and improvements that may be undertaken individually or in combination with other programs or resources.

6. **FORGIVABLE LOAN.** Financial assistance shall be provided to income eligible homeowners as a forgivable loan secured through a recapture agreement. Recapture agreements in the amount equal to the cost of rehabilitation will be required for rehabilitation projects. Said agreements shall be recorded at the Rock Island County Recorder’s Office for a period of five (5) years to serve as a lien against the property for the duration of the recapture agreement requirements. The terms of the recapture agreement require that the homeowner remain in the house for a period of five years. Once the five (5) year period has been fulfilled, either the homeowner or the City may have the lien released from the property.
7. **RECAPTURE EVENTS.** The income qualified homeowner will be responsible for repayment of the grant amount if one or more of the following events occur during the recapture period:
 - a. The homeowner sells, conveys, or transfers title of the property for consideration to another person;
 - b. The homeowner rents or leases the property;
 - c. The homeowner forfeits ownership rights to the property due to foreclosure, bankruptcy, or any other similar means.
8. **NON-RECAPTURE EVENTS.** The following events are not recapture events:
 - a. Transfer of title to homeowners' surviving spouse upon death of a joint tenant-owner;
 - b. Transfer of title to a spouse as a result of a divorce;
 - c. A transfer of title by will upon death;
 - d. Refinancing of the property to reduce interest rates; or
 - e. In the event that extenuating circumstances occur that are not listed above, the City will evaluate the situation and will, at its discretion, determine if the circumstances are appropriate by the City.
9. **MAXIMUM ASSISTANCE AVAILABLE.** No project undertaken through the Program shall have a hard cost that exceeds \$24,999 with the exception of projects involving lead-poisoned children as described below for which there shall be no funding limit. The homeowner may, but is not

required to, contribute their own matching funds if a broader scope of work is desired. There is no limit on the number of times a homeowner may receive assistance through the Program.

10. **APPLICATION REQUIREMENTS.** To be considered eligible to participate in the Program, the residence must be located within the municipal boundary of the City and be owner occupied confirmed as such through title search, tax records, and insurance policy information. The property must also be a legal conforming use according to the City's adopted zoning code, all property taxes must be current, all utility billing with the City must be current, and the applicant must meet all of the following requirements:

- a. **Household Income.** To be considered eligible for assistance, the applicant must meet the HUD income of limit of 80% or lower of the area median income (AMI). The City shall calculate and verify income qualifications using the Adjusted Gross Income as provided on the IRS 1040. Adjusted Gross Income is defined as individuals age 18 and older reporting to the Internal Revenue Service on Form 1040. Other income includes: prizes and awards; gambling, lottery or raffle winnings; jury duty fees; reimbursements for amounts deducted in previous years; income from the rental of property if not in the business of renting such property; and income from an activity not engaged in for profit). In order to determine applicant eligibility, the applicant shall submit the most current 1040 federal tax return and two months of income verification (pay stubs, social security statements etc.).
- b. **Household Definition.** A Household shall be defined as any person occupying the housing unit as a permanent resident as of the date of application, regardless of that person's relationship to the homeowner or other members of the household. Persons living outside the residence will not be considered to be household members unless they are a college student living in a dormitory but are claimed as dependents on a resident household member's income tax form.

11. **APPLICATION PROCESS.** Applicants shall complete an application as provided by the City and include any and all required documentation. In the event that the applicant requires assistance completing the application, the applicant may schedule an appointment with the Housing Officer. The application will be reviewed for completeness and the applicant will be income verified at the time of application in order to determine Program eligibility. Adjusted Gross Income as outlined in IRS form 1040 will be used to determine total household income. Applicant must fall below 80% of the established HUD AMI guidelines for the current year. Upon review of completed application and submission supporting documentation, the Housing Officer will verify that the applicant does not have weed/grass and nuisance code violations, residency and homeownership ownership requirements, homeowner insurance and income verification will also be completed. Property ownership will be confirmed through the title search using Laredo (Rock Island County Recorder's Office electronic records database). If a copy of the title is not available in Laredo, the applicant will be required to furnish a copy. The Housing Officer will ensure that all persons listed on the property's title are listed as an applicant. At this time Laredo will also be used to identify any liens or judgments on the property. An assessment search will be performed via www.rockislandcounty.org to verify that all Property Taxes have been paid to date. Any delinquent taxes will need to be paid in order to move forward with the application. The completed application shall be valid for six months. After the six-month period has passed, a new application shall be required to proceed. Once an applicant is approved a

formal letter will be sent out notifying of the approval and next steps in the process. Applicants who do not fully disclose all income and asset information will be denied assistance. If undisclosed income or asset information surfaces after the rehabilitation application is approved, the project will be terminated at that time and no additional assistance will be provided to the household. The City may deny any loan application based on delinquent property tax, outstanding tax liens, inability to demonstrate a stable income pattern, failure to provide accurate and requested information, and/or failure to adhere to program requirements within 30 days of the notification.

12. APPEAL Process: If the applicant is unsatisfied with their determination of eligibility; the applicant may appeal the decision to HUD.

13. WAITING LIST. Following verification of income eligibility, applicants shall not be placed on a waiting list and will instead be assisted as quickly as possible.

14. INITIAL INSPECTION. Once an applicant's eligibility has been determined, an initial inspection of the property shall be undertaken by the Construction Officer using a standardized form. The Program is focused on addressing a narrow category of emergency situations that require immediate action. These are limited to the following.

- a. Furnace failure occurring between November and April confirmed in writing by a third-party licensed contractor retained by the homeowner.
- b. Hot water heater failure confirmed in writing by a third-party licensed contractor retained by the homeowner.
- c. Water service failure confirmed in writing by the Public Works Department.
- d. Sewer lateral failure confirmed in writing by the Public Works Department.
- e. Roof failure so severe that mechanical and electrical systems are substantially threatened by water infiltration as confirmed by the Construction Officer in consultation with the Building Official.
- f. Barriers to accessibility so severe that a disabled homeowner is unable to reasonably enter or exist the house or utilize its primary facilities as confirmed by the Construction Officer in consultation with the Building Official.
- g. Lead poisoning in children under the age of six (6) confirmed through a blood test ordered by a qualified medical professional.

The City must have full access to the house during inspections and construction stages of the project. The house must be accessible, clean, safe and sanitary. It is the owner's responsibility to make sure the property is clean and has a clear egress path around all areas where construction will be completed. In the event of insect or rodent infestation, inspections will be postponed until the owner provides documented proof of professional extermination. The property will not be eligible for services until all violations are corrected. The applicant will be given 30 days to address these violations. If the violations are not addressed the applicant will no longer be eligible for grant funding and be removed from the waitlist. If in the future the violations are addressed, they may apply to be placed back on the waitlist.

15. SCOPE OF WORK. Following the initial inspection, a scope of work shall be prepared by the Construction Officer. Activities in the scope shall include only what is necessary to address the emergency situations described above. In the case of a lead-poisoned child, the scope of work shall be those actions required to undertake full abatement of lead-based paint hazards.

16. **ENVIRONMENTAL REVIEW.** When a scope of work is completed, the environmental review process shall begin. The environmental review record documents shall be prepared by the Geographic Information Systems (GIS) Specialist under the direction of the Planning & Zoning Manager. The Section 106 review process as required by the National Historic Preservation Act of 1966, as part of the environmental review documents, shall be overseen directly by the Planning & Zoning Manager. If the State Historic Preservation Office (SHPO) determines in the course of the Section 106 review process that the proposed undertaking

17. **CONTRACTOR SELECTION.**

a. **DEFINITIONS**

- i. Contractor - A term used to apply to both general contractors and subcontractors.
- ii. Contractor Guidelines - A shortened term used to refer to "Contractor Selection/Qualification Guidelines for Targeted Neighborhood Housing Stimulation Programs by the Planning and Redevelopment Division, Community and Economic Development Department, City of Rock Island, Illinois."
- iii. General Contractor - A contractor, who contracts to undertake an entire rehabilitation job under the City's Targeted Neighborhood Housing Stimulation Programs, using subcontractors and supervising them as needed while taking full responsibility for the job.
- iv. Subcontractor - A contractor who contracts to undertake one or more phases of a rehabilitation job under the City's Targeted Neighborhood Housing Stimulation Programs, with the City or some other contractor acting as general contractor.
- v. City - The City of Rock Island, Illinois; specifically, with reference to the Targeted Neighborhood Housing Stimulation Programs, is represented by the staff of the Planning and Redevelopment Division of the Community and Economic Development Department. References to the City in these guidelines refer to that staff, its policies and programs as approved by the City Council.
- vi. Housing Officer - A member of the staff of the Planning and Redevelopment Division, Community and Economic Development Department of the City, who processes applications for rehabilitation assistance, including the financial portion.
- vii. Construction Officer - A member of the staff of the Planning and Redevelopment Division, Community and Economic Development Department of the City, who prepares work write-ups manages bids and contract documents, and supervises construction.
- viii. Community and Economic Development Director – the supervisor of the Community and Economic Development Department.

b. **CONTRACTOR QUALIFICATIONS**

- i. Prospective contractors must complete a Contractor Information Form. B. References and credit will be checked.
- ii. Contractors must have satisfactory client references.
- iii. Judgments against a contractor must be released prior to program participation.

- iv. Contractors must be registered with Duns & Bradstreet (www.dnb.com) and System of Award Management (www.sam.gov). There is no registration fee, for both of these federal requirement registrations.
 - v. Registration with the City of Rock Island as well Liability insurance coverage is required and a certificate of insurance must be provided. \$100,000 each occurrence/\$300,000 aggregate bodily injury, including death. \$100,000 property damage.
 - vi. Lead Certifications and Licenses when applicable to the Scope of Work.
 - vii. No contractor will be added to the City's list of qualified contractors until requirements of II-A, B, and C are met.
 - viii. Prospective contractors must be bonded and licensed as required by the City Inspection Division and Community and Economic Development Department.
 - ix. Contractors must complete work in a manner which meets City Rehabilitation Specifications and all adopted City codes.
 - x. Quality work is required.
 - xi. Timely completion of work is required.
 - xii. Contractors are required to furnish a current address and phone number where they may be contacted.
 - xiii. Change of address and/or phone number must be reported immediately.
 - xiv. At any time that contractor's address and phone number are incorrect and the Planning and Redevelopment Division cannot contact the contractor, that contractor will be dropped from the list(s) of contractors until the required information is furnished to the Planning and Redevelopment Division.
 - xv. It is the contractor's responsibility to notify the Construction Officer and the homeowner of any delays or absences from the job once a Proceed Order has been issued.
 - xvi. Working hours shall be from 8:00 a.m. to 5:00 p.m., Monday through Friday unless other arrangements are approved by the homeowner and the Construction Officer.
- c. **CONTRACTOR DISQUALIFICATION.** Failure by a contractor to meet the above qualifying criteria shall result in disqualification from further participation in the program. Prior to execution of the contract, the homeowner may request rejection of a contractor for good and substantiated reasons. The City will approve or deny this request. Additional reasons which may be grounds for contractor disqualification:
- i. Repeated and substantiated homeowner complaints.
 - ii. Failure to honor the warranty as specified in the contract with the homeowner, or failure of the contractor to supply homeowner with warranties on products with warranties exceeding one year.
 - iii. Failure of a contractor to resolve warranty issues will result in withholding work write-ups and bidding until issues are resolved or disqualification has taken place.
 - iv. Repeated credit problems.
 - v. Unprofessional or un-businesslike contract negotiation or implementation.

- vi. Discovery of fraud, life-threatening irresponsibility, or other immediate incapacity.
- vii. Repeated failure to bid with or without notification to the City.
- d. **NOTICE OF DISQUALIFICATION.** Contractors considered for disqualification shall be notified of such pending disqualification in writing. The notice shall include at a minimum:
 - i. Reason for pending disqualification.
 - ii. Maximum time frame for abating disqualifying item(s).
 - iii. Mailing of Pending Disqualification Notice –The "Pending Disqualification Notice" shall be mailed or hand-delivered to the latest known address or whereabouts of the contractor. No further notice shall be required.

The City retains the right to disqualify any contractor immediately when fraud, life-threatening irresponsibility or other immediate incapacity is evident. The City also retains the right to disqualify immediately a contractor who cannot be or one who has repeatedly failed to bid. No "Pending Disqualification Notice" is required. Reinstatement of any contractor after disqualification will be at the sole discretion of the city.

- e. **SUBCONTRACTORS.** General contractors must furnish for the City a list of the subcontractors they propose to use on that job when they submit the bid. The City reserves the right to deny the use of any subcontractor who has been previously disqualified. If the contract awarded to the general contractor requires a change in subcontractor(s), the general contractor must notify the City before the new subcontractor begins work. Proposed subcontractors may be rejected by the City for good and substantiated reasons. General contractors are required to show that subcontractors meet appropriate licensing and bonding requirements and that they meet liability insurance coverage requirements as stated in II-C.
- f. **BIDDING.** All projects shall be put out for competitive bidding for no less than one (1) week and no more than four (4) weeks.
 - i. Bids shall be posted on the City website and provided to any contractor in any format upon their request. Contractors shall submit bids for consideration in sealed envelopes labeled as instructed in the invitation to bind instructions. Late bids will not be accepted.
 - ii. All bids will be opened in public at a set time and place. At least two City staff members shall be present at any bid opening. Contractors retain the right to attend all bid openings.
 - iii. After the bid opening, the successful bidder will be allowed to bid on another rehabilitation job, but may only hold a maximum of three projects at one time unless approved by the city.
 - iv. The contractor may decline to bid one job (pass). This pass will be treated as if the contractor had submitted an unsuccessful bid.
 - v. Contractors who repeatedly decline to bid or fail to notify the City of their intent to pass may be dropped from the contractor list at the discretion of the City.
 - vi. When a contractor is already under contract for or has been awarded the bid for a total of three (3) rehabilitation jobs through City programs, the contractor will

not be invited to bid on a new job until no more than one contract remains open unless approved by the City.

- vii. If a contractor has been dropped from the City's list(s) of qualified bidders, the City reserves the right to refuse to accept a bid from that contractor even if that contractor would otherwise qualify under V-D.
- viii. The policy of the City, in general, shall be to award the contract(s) to the lowest qualified, responsive, responsible bidder(s):
 - 1. Bidders may be disqualified at the discretion of the City, as having bid too low, if a bid is more than 10% lower than the in-house estimate.
 - 2. Bidders may also be disqualified for having a bid too high in excess of 20% of the in-house estimate.
 - 3. Bids submitted with miscalculations will be disqualified.
 - 4. Any or all bids may be rejected at the discretion of the City for good cause.
- ix. Each bidder is required to bid each line item in the work write-up individually (if a general contractor) or each line item of the relevant trade (if a subcontractor).
- x. The City retains the right to delete any line item(s) after bidding is complete.
- xi. The City retains the right to negotiate modifications to the contract with the successful bidder in each case.

18. **PRE-CONSTRUCTION.** For every project undertaken through the Program, there shall be a pre-construction meeting with the homeowner, contractor, and staff. At this meeting there shall be a review of the contract documents, the scope of work, and the project timeline. Following this, contract documents shall be signed by the respective parties. The Project may thereafter begin.

19. **CONTRACTOR PAYMENT.** When work is complete, a final inspection of the property shall be undertaken using a standardized form. If the work is determined to be satisfactory and complete, the contractor may submit a request for payment using a standardized form provided by the City. The request for payments must include a final lien waiver, sworn statement, signed one (1) year warranty, and invoice. The Housing Officer, Construction Officer, and the homeowner must sign off to approve the request for payment before it can be process. If thirty (30) days elapse from the date the request has been received and the homeowner is unable or unwilling to sign despite reasonable attempts to address their concerns, the City shall retain the right to process the request and issue payment to the contractor. **Once payment has been submitted the Housing Officer will mail out a letter stating the project has been completed with a one-year warranty on the work completed. If the homeowner fails to sign off for the final payment and/or access to the final inspection, the one-year warranty is voided**

- a. If the Construction Officer judges a change order to be excessive, the City reserves the right to obtain other bids.
- b. Payments to contractors shall be made in accordance with the provisions in the Rehabilitation Contract.
- c. Lump sum payments will be made after the inspection division's final inspection, approval by the Construction Officer(s) of the completed work, and approval by the Planning and Redevelopment Administrator and the Community and Economic Development Director is completed.

- d. In situations deemed appropriate by the City, progress payments may be approved, however, no more than 75% of the total contract (less the usual 10% retainer) may be paid in progress payments. The final payment will be made only after final inspection and approval and after all punch list items have been completed, inspected, and approved.
- e. There shall be no more than a total of two-progress payments and one final payment on a contract totaling \$15,000 or less (total of three payments).
- f. The total number of payments on a contract in excess of \$15,000 may be increased by one payment for each \$5,000 or portion thereof. (Examples: Maximum of four payments on a contract for \$18,000; maximum of five payments on a contract for \$24,900.)
- g. Each general contractor shall be required to furnish to the City the Federal Employer Identification Number for the general contractor's firm and for all subcontractor's firms.

20. GENERAL PROGRAM GUIDELINES.

- a. EXPENSES. Eligibility of expenses for the CDBG program are itemized in the most recent version of "Guide to National Objectives and Eligible Activities for CDBG Entitlement Communities" as published by HUD. A summary of the eligible costs are as follows:
 - i. Rehabilitation (hard costs) — Rehabilitation hard costs are actual costs to accomplish rehabilitation. Costs of labor, materials, supplies and other expenses required for completion of the rehabilitation of property, including repair or replacement of principal fixtures and components of existing structures (e.g., items eligible for repair within the program, individually or combined). This will be the total amount of the Contractor's invoice and the amount noted on the Recapture Agreement.
 - ii. Service Delivery (soft costs) — Staff costs and related expenses required for outreach efforts for marketing the program, rehabilitation counseling, screening potential applicant households and structures, energy auditing, preparing work specifications, loan underwriting and processing, inspections, and other services related to assisting owners, tenants, contractors, and other entities who are participating or seeking to participate in rehabilitation. The following are examples of soft costs:
 - 1. Financing fees, credit reports, title binders and insurance, recording fees, transaction taxes, impact fees, legal and accounting, appraisals, architectural and engineering fees.
 - 2. Administrative costs.
 - 3. Environmental review costs.
 - 4. Lead Safe Housing Rule Compliance expenses. This includes any costs that are associated with complying with the Lead Rule that are not normally incurred as part of rehabilitation if the Rule did not apply. This can include:
 - a. Evaluation costs (risk assessments, visual assessments or inspections)
 - b. Laboratory and analysis fees
 - c. Lead sample testing supplies

- d. Occupant protection, including relocation, storage or protection of belongings
 - e. Waste handling attributable to lead-based paint hazard reduction.
 - f. Specialized cleaning designed to remove LBP dust. The contractor can provide an estimate of the incremental costs associated with LBP hazard reduction.
 - g. Clearance activities, including visual assessments, dust wipes, and reports.
- b. LMH HOUSING DOCUMENTATION REQUIRED. In addition to the main documentation required for each project/activity, the following records must be maintained for projects/activities that are using LMH as a national objective:
 - i. A written agreement with each landlord or developer receiving CDBG assistance. The agreement must specify:
 - 1. Total number of dwelling units in each multi-unit structure, and
 - 2. The number of those units which will be occupied by LMI households after assistance.
 - ii. Total cost of the activity, including both CDBG and non-CDBG funds
 - iii. The household size, ethnicity and income eligibility for each of the LMI households occupying assisted units
 - iv. Accomplishments for LMH activities include the number of owner-occupied units rehabilitated, including the number of these units occupied by the elderly.
- c. HOUSEHOLD INCOME DOCUMENTATION REQUIRED. The following definitions shall be used in the determination of a household's total AGI:
 - i. Adjusted Gross Income shall be defined as adjusted gross income reported to the Internal Revenue Service on Internal Revenue Service (IRS) Form 1040 as follows:
 - 1. Wages, salaries, tips, etc.
 - 2. Taxable interest.
 - 3. Dividends.
 - 4. Taxable refunds, credits or offsets of State and local income taxes.
There are some exceptions - refer to Form 1040 instructions.
 - 5. Alimony (or separate maintenance payments) received.
 - 6. Business income (or loss).
 - 7. Capital gain (or loss).
 - 8. Other gains (or losses) (i.e., assets used in a trade or business that were exchanged or sold).
 - 9. Taxable amount of individual retirement account (IRA) distributions.
(Includes simplified employee pension [SEP] and savings incentive match plan for employees [SIMPLE] IRA.)
 - 10. Taxable amount of pension and annuity payments.
 - 11. Rental real estate, royalties, partnerships, S corporations, trusts, etc.
 - 12. Farm income (or loss).
 - 13. Unemployment compensation payments.

- 14. Taxable amount of Social Security benefits.
- 15. Other income. (Includes: prizes and awards; gambling, lottery or raffle winnings; jury duty fees; Alaska Permanent fund dividends; reimbursements for amounts deducted in previous years; income from the rental of property if not in the business of renting such property; and income from an activity not engaged in for profit).
- ii. Total Adjusted Gross Income for the household shall be defined as the sum of the total adjusted gross income of each household member aged 18 or over. A household member shall be defined as any person occupying the housing unit as a permanent resident as of the date of application, regardless of that person's relationship to the homeowner or other members of the household. Persons living outside the house will not be considered to be household members unless they are a college student living in a dormitory but are claimed as dependents on a resident household member's income tax form.
- d. RECORD RETENTION PERIOD. Under the uniform administrative requirements of the CDBG regulations, grantees and sub recipients are required to retain CDBG records for a period of not less than four years. For sub recipients, the record retention period begins from the date of the submission of the CAPER in which the specific activity was reported on for the final time rather from the date of submission of the final expenditure report for the award.
- e. ACCESS TO RECORDS. HUD and the Comptroller General of the United States, or their authorized representatives, have the right to access grantee and sub recipient program records. This right is not limited to the retention period. Requirements regarding public access to records include:
 - i. CDBG grantees are required to provide citizens with reasonable access to records regarding the past use of CDBG funds, consistent with applicable state and local laws regarding privacy and confidentiality; and
 - ii. The Consolidated Plan regulations require that grantees provide citizens, public agencies and other interested parties with reasonable and timely access to information and records relating to the jurisdiction's Consolidated Plan and the use of assistance under the programs covered by the Consolidated Plan.
- f. CDBG ALLOCATION PROCESS. Refer to the City's main CDBG Program Manual to find details on how the City's overall application and allocation process works. The TNHSP submits two applications for Entitlement funds, one for staffing and support costs and another application for programmatic costs (hard costs and soft costs). City Council normally finalizes the allocation recommendations for the upcoming program year (April 1st-March 31st) in September of each year yet final Entitlement allocation amounts from HUD are announced in the Spring/Summer each year (after the program year has already started).
- g. CONSOLIDATED PLAN. The Community Development Manager is responsible for making sure that the Consolidated Plan is completed accurately and timely. The Consolidated Plan is prepared by the City of Rock Island every five years and describes needs, resources, priorities and proposed activities to be undertaken with respect to CDBG funds. An approved Consolidated Plan is one which has been approved by HUD. TNHSP

staff is responsible for making sure that their proposed activities for the next five years are included in this analysis in order to continue being funded.

- h. **ANNUAL ACTION PLAN.** The Community Development Manager is responsible for making sure that the Annual Action Plan is completed accurately and timely. This document serves as an annual application to HUD for funding and must reflect the proposed activities that are in the Consolidated Plan. If a new activity is being proposed for funding, the Consolidated Plan must be amended. Further information on what triggers a Consolidated Plan amendment can be found in the City's main CDBG Policies and Procedures manual. Information on TNHSP staff and support costs are detailed in the Annual Action Plan as well as the expected accomplishments for each activity. A majority of the information used for the Annual Action Plan will be used from the applications submitted for funding for that program year. It is the TNHSP staff responsibility to make sure that the proposed accomplishments are adjusted with the final allocation amounts. Also, it is the TNHSP staff responsibility to track accomplishments on a 5-year basis to ensure that the Consolidated Plan goals are being met. If they are not, then a possible amendment to the Consolidated Plan may need to be made.
- i. **DRAWDOWN REQUESTS.** Drawdown requests should be made on a routine basis from TNHSP staff to Planning and Redevelopment Administrator. The information that should be included in these drawdown requests include:
 - i. Funds budgeted for project;
 - ii. Funds received in drawdowns to date;
 - iii. Funds obligated in most recent period and to date;
 - iv. Funds expended in most recent period and to date;
 - v. Cash on hand (including program income identified as such); and
 - vi. Previous drawdowns requested but not yet received.
- j. **QUARTERLY PROGRESS REPORTS.** Quarterly accomplishment reports are due to the Planning and Redevelopment Administrator from sub recipients by the following dates: April 15, July 15, October 15, and January 15. These progress reports should contain the following information: track actual project accomplishments, obligations, and spending patterns against planned operations and accomplishments.

21. OTHER REGULATIONS.

- a. **RECORDS TO BE MAINTAINED (570.506).** HUD regulation § 570.506 defines the process and types of records that must be maintained by the city. Records and documentation are maintained in order to demonstrate activity eligibility, national objective compliance, allowability of costs, and cost reasonableness. Appropriate staff will maintain all records required by the Federal regulations specified in 24 CFR 570.506, that are pertinent to the activities to be funded. Such records shall include but are not limited to:
 - i. Records providing a full description of each activity undertaken;
 - ii. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
 - iii. Records required to determine the eligibility of activities;
 - iv. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;

- v. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- vi. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21–28; and
- vii. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

The CED department shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the HUD CDBG program. The retention period begins on the date of the activities are recorded in IDIS. In the event of litigation, claims, audits, negotiations, or other actions that involve the above cited records that have been initiated before the expiration of the five-year period, then such records shall be retained through the resolution of all issues.

- b. **CONFIDENTIALITY.** The City of Rock Island and its employees shall maintain the confidentiality of all applicant information. Confidentiality shall apply to the applicant's identity and location of the subject property, as well as personal information supplied by the applicant and received by the City of Rock Island to determine the applicant's eligibility.
- c. **FINANCIAL MANAGEMENT SYSTEMS (85.20).** CDBG funded Neighborhood Housing programs execute outside contracts. The City of Rock Island CDBG program records an encumbrance/obligation when contracts are executed, purchase orders issued, etc. The city's CDBG program maintains grant compliance by maintaining supporting documentation for expenditures with invoices, contracts, or purchase orders, etc. The City of Rock Island has segregated the duties and controls to effectively reduce the opportunity for the perpetration or concealment of errors or irregularities in the normal course of duties. The City of Rock Island has internal control procedures that support its ability to prepare financial statements that are fairly presented in conformity with generally accepted and appropriate accounting principles and regulatory requirements. The city undergoes an annual single audit, which ensures the accuracy and integrity of data provided through a qualified opinion on the audited annual financial statements and internal controls. Staff reviews financial information (e.g., drawdowns, unexpended balances) recorded in HUD's financial management systems (e.g., LOCCS, IDIS) to ensure that it matches the official accounting records of the Program for the period covered by the last CPD-required performance report? [24 CFR 570.507; 24 CFR 91.520] The Community Economic Development, Budget and Grant Manager works directly with the Finance Department to ensure that the information on obligations, expenditures, and program income submitted to HUD reconcile with the program participant's accounting records? [24 CFR 570.504; 24 CFR 570.507; 24 CFR 91.520]
- d. **TIMESHEETS.** The City of Rock Island internal payroll control procedures support its ability to meet HUD regulatory requirements. All CDBG funded staff position timesheets are reviewed and approved by the supervisor prior to submission for payroll processing. Community and Economic Development Department employees working on the CDBG programs shall have their salaries and wages supported by periodic monitoring to ensure that CDBG funds have been appropriately allocated and expended for the period covered by the monitoring. [24 CFR 570.502; 2 CFR Part 225, Appendix B (2013 edition)]. Monitoring will be conducted annually prior to the completion of the Consolidated Annual Performance Evaluation Report. [24 CFR 570.502; 2 CFR Part 225, Appendix B (2013 edition)]
- e. **PROGRAM INCOME (24 CFR 570.503 AND 570.504).** All proceeds collected under the recapture requirements of the Neighborhood Housing Programs shall be considered

Program Income. Program Income shall be receipted into IDIS as Program Income and shall be expended on other projects before entitlement funds are obligated to projects.

- f. **PROCUREMENT, EQUIPMENT, AND REAL PROPERTY.** The Rock Island's CDBG programs shall follow the City of Rock Island procurement standards or the HUD procurement standards at § 85.36 (whichever is more stringent) when equipment and services are procured. All expenses for supplies and equipment and their use (e.g., uniforms/coveralls, handheld computers, gasoline, vehicle lease payments or use allowances) are eligible expenses for the delivery of Neighborhood Housing Program services.
- g. **LABOR STANDARDS (24 CFR 570.603).** The City of Rock Island's CDBG program shall adhere to all applicable regulations regarding labor standards. All laborers and mechanics employed by contractors or subcontractors on construction work in excess of \$2,000 and financed in whole or in part with CDBG funds must be paid "prevailing wages" that have been determined in accordance with the Davis-Bacon Act as amended (40 U.S.C. 276a–276a-5). The Contract Work Hours and Safety Standards Act (40 U.S.C. 327–333) also applies to such activities. These labor standards shall apply only to the rehabilitation of residential property if the property contains more than four (4) units.
- h. **ENVIRONMENT REQUIREMENTS (24 CFR 570.604).** At the start of every Program Year an environmental review of CDBG Service Delivery programs is completed and up loaded in to the HUD HEROS system. Grantees are required to assume responsibility for environmental review, decision making, and other actions that would otherwise apply to HUD under the National Environmental Policy Act of 1969 and other related provisions of law. Under no circumstance shall CDBG assistance be obligated to the project. This includes but is not limited to, incurring project costs, entering into an agreement, or letting bids until the appropriate environmental review and public notification process has been completed, and it has been determined that no other environmental measures are to be undertaken. Activities not subject to this restriction are those the regulations define as exempt from environmental review. However, before any party involved with the project can incur costs, even for activities that are exempt, the grantee must first make a formal determination that the activity is exempt. (The list of activities that are exempt from environmental review are found in 24 CFR part 58.34 and 58.35(b).)
- i. **HISTORIC PRESERVATION (36 CFR PART 800).** It is the responsibility of the city to evaluate properties receiving federal assistance and consult with the State Historic Preservation Office as to whether the property:
 - i. is or could be determined eligible for listing on the National Register of Historic Places;
 - ii. is located in a historic district or an area which could be determined eligible as a historic district;
 - iii. involves proposed changes that could have an adverse effect to a historic property that has been landmarked.

In the event that the undertaking has been determined to be an adverse effect to a historic property, the city will identify all consulting parties to discuss the project impact and possible mitigation measures. Once the consulting parties agree on the mitigation, a Memorandum of Agreement must be completed with stipulations that provide clear and concise mitigation measures with all parties identified (36 CFR Part 800).

- j. **NATIONAL FLOOD INSURANCE PROGRAM (24 CFR 570.605).** The City of Rock Island participates in the National Flood Insurance Program and is protected by a United States

Army Corps of Engineers flood wall, which has been certified by the National Emergency Management Agency. Areas within the flood wall are prone to ponding, projects undertaken in the ponding areas are required to have flood insurance and provide proof of flood insurance prior to and during the completion of the project.

- i. Note: There is a statutory prohibition against providing Federal assistance to a person who had previously received Federal flood disaster assistance conditioned on obtaining and maintaining flood insurance and the person failed to obtain and maintain such insurance (24 CFR 58.6(b)).
- k. FLOODPLAIN MANAGEMENT (24 CFR PART 55). Potential projects receiving federal assistance that propose new construction or substantial improvements of existing buildings located within the floodplain or special flood hazard areas shall be subject to 24 CFR Part 55.20, the "Eight Step Decision Making Process." Until such time as the Decision-Making Process is complete and mitigation measures in place, no federal funding or commitments can be obligated or agreements entered into.
 - i. Note: Executive Order 11988, Floodplain Management, directs agencies "to avoid direct or indirect support of floodplain development wherever there is a practicable alternative" (24 CFR Part 55).
- l. RELOCATION AND ONE-FOR-ONE HOUSING REPLACEMENT (24 CFR 570.606). The City of Rock Island's CDBG Neighborhood Housing Programs comply with the following:
 - i. the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), 24 CFR 570.606(b), and 49 CFR Part 24;
 - ii. the requirements of 24 CFR 570.606(c) and 24 CFR Part 42 governing the Residential Anti-displacement and Relocation Assistance Plan (Plan) under Section 104(d) of the HCD Act.

Under the URA and the Plan, the city provides relocation assistance to persons (families, individuals, businesses, non-profit organizations, and farms) that are displaced as a direct result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. All property occupants must be issued certain notices on a timely basis. The Plan also requires the one-for-one replacement of any occupied or vacant occupiable low/moderate-income housing that is demolished or converted to another use in connection with a CDBG-assisted project. Finally, the Plan requires the identification of the steps that will be taken to minimize displacement.

- m. LEAD-BASED PAINT (24 CFR 570.608). CDBG-funded activities, such as the acquisition, construction, or rehabilitation of residential structures, may not use lead-based paint. Certain requirements apply to the use of CDBG funds for the rehabilitation of a residential property that was constructed before 1978. At a minimum, grantees are required to:
 - i. notify a purchaser or lessee of the presence of any known lead-based paint and/or lead-based paint hazards;
 - ii. paint test surfaces to be disturbed or removed during rehabilitation for the presence of lead-based paint, or presume lead-based paint and notify the occupants of the results within 15 days of when the evaluation report is received or the presumption is made;
 - iii. provide each occupied dwelling unit outlined in the preceding section with the EPA-approved lead hazard information pamphlet "Protect Your Family From Lead in Your Home" or an EPA-approved equivalent;
 - iv. reduce lead hazards as required by the applicable subparts of Part 35;

- v. perform clearance testing, including dust testing, before re-occupancy after all but minimal (“de minimis”) amounts of paint disturbances. (See in the following section for details). The CDBG regulation at 24 CFR 570.608 states that the following subparts of Part 35 apply to the use of CDBG funds in pre-1978 housing:
 - 1. Disclosure of Known Lead-Based Paint and/or Lead-Based Paint Hazards Upon Sale or Lease of Residential Property,
 - 2. General Lead-Based Paint Requirements and Definitions for All Programs,
 - 3. Rehabilitation,
 - 4. Acquisition, Leasing, Support Services, or Operation, and
 - 5. Methods and Standards for Lead-Based Paint Hazard Evaluation and Hazard Reduction Activities. Part 35, Subpart A, is called the Lead Disclosure Rule; and Part 35, Subparts B through R, are called the Lead Safe Housing Rule.
- vi. Certain properties are exempt from the requirements of the Lead Safe Housing Rule. They include:
 - 1. Housing built on or after January 1, 1978;
 - 2. Zero-bedroom dwellings, including efficiency apartments, single-room occupancy housing, dormitories, or military barracks;
 - 3. Housing exclusively for the elderly or people with disabilities, unless a child age 6 or under resides or is expected to reside there;
 - 4. Units that have been found to be free of lead-based paint by a certified lead-based paint inspector;
 - 5. Units where all lead-based paint has been removed;
 - 6. Unoccupied housing that will remain vacant until it is demolished;
 - 7. Non-residential portions of mixed-use buildings, except that spaces serving both residential and non-residential uses are covered by the rule;
 - 8. Units that are to be rehabilitated without disturbing a painted surface; and
 - 9. Units that are subject to emergency repair action needed to safeguard against imminent danger to human life, health or safety, or to protect the property from further structural damage.
- vii. For properties that are covered by the Lead Safe Housing Rule, the lead-based paint requirements for rehabilitation is contingent upon the amount of Federal rehabilitation assistance provided. The amount of Federal rehabilitation assistance is the average per unit amount of Federal assistance provided for the hard costs of rehabilitation, excluding lead-based paint hazard evaluation and hazard reduction activities. In calculating this assistance amount, the total amount of Federal assistance to be used (including CDBG and other funds) and the hard costs of rehabilitation (including Federal and non-Federal funds) must be considered. Whenever these two amounts are not the same, the smaller of the two determines the type and level of lead-based paint requirement. For a structure with more than one dwelling unit, the thresholds are applied against the average amount of Federal assistance per unit or the average hard cost of rehabilitation per unit, whichever is lower. The following guide outlines the

funding amounts and the level of lead safe work practices (Subpart J: Rehabilitation):

1. Up to \$4,999 per unit hard costs
 - a. Paint testing and repair
 - b. Use Lead Safe Work Practices (LSWP)
 - c. Clearance
 2. \$5,000 up to \$24,999 per unit hard costs
 - a. Risk Assessment
 - b. Interim Controls
 - c. Clearance
 3. Over \$25,000 per unit hard costs
 - a. Risk Assessment
 - b. Abatement of all identified LBP Hazards (Not all LBP)
 - c. Clearance
- viii. For federally assisted projects that only requires repair, the de minimis levels for lead safe work practices will apply (24 CFR Part 35.1350 (d)). Safe work practices are not required when maintenance or hazard reduction activities do not disturb painted surfaces that total more than:
1. 20 square feet (2 square meters) on exterior surfaces;
 2. 2 square feet (0.2 square meters) in any one interior room or space; or
 3. 10 percent of the total surface area on an interior or exterior type of component with a small surface area. Examples include window sills, baseboards, and trim.
- ix. The City shall follow 24 CFR 35.1350(d) for minor repairs undertaken as part of the program. Compliance shall be documented using project specifications. Substantial rehabilitation activities undertaken shall follow the lead safe rules as outlined in 24 CFR 35.1350.
- n. CONFLICT OF INTEREST (24 CFR 570.611). The Program shall follow the provisions of 24 CFR 84.42 and 570.611, which include (but are not limited to) the following:
- The city maintains a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds (All employee policies and guidelines can be found at intranet.rigov.org/human-resources/personnel-policies).
 - No employee, officer, or agent of the city shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or perceived, would be involved.

No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency. There are two conflict of interest provisions applicable to activities carried out with CDBG funding. The first,

applies to the procurement of goods and services by subrecipients (24 CFR 84.42 and 85.36 and 24 CFR 570.611(a)(1)) The second provisions is located at 24 CFR 570.611(a)(2). These provisions cover situations not covered by parts 84 and 85. With respect to procurement activities, the subrecipient must maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts. At a minimum, these standards must require that no employee, officer, or agent may participate in the selection, award, or administration of a contract supported by federal funds if a real or perceived conflict would be involved. Such a conflict would arise when any of the following parties have a financial or other interest in the firm selected for an award:

- An employee, officer, or agent of the subrecipient;
- Any member of an employee's, officer's, or agent's immediate family;
- An employee's, agent's, or officer's partner; or
- An organization which employs or is about to employ any of the in the preceding section.

It is also required that employees, agents, and officers of subrecipients neither solicit nor accept gratuities, favors, or anything of value from contractors, or parties to sub-agreements. However, subrecipients may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. Disciplinary actions for any violations of the regulations or policies by employees, agents, or officers of the subrecipient agency will be handled according to the above policies. With respect to all other CDBG-assisted activities, the general standard is that no employee, agent, or officer of the subrecipient, who exercises decision-making responsibility with respect to CDBG funds and activities, is allowed to obtain a financial interest in or benefit from CDBG activities, or have a financial interest in any contract, subcontract, or agreement regarding those activities or in the proceeds of the activities. Specific provisions include:

- Any person who is an employee, agent, consultant, officer, or elected or appointed official of the grantee, a designated public agency, or a subrecipient, and to their immediate family members, and business partner(s).
- During employee tenure and for a period of 1 year after leaving the grantee or subrecipient organization.

Upon written request, exceptions may be granted by HUD on a case-by-case basis, after consideration of the cumulative effect of various factors listed at 24 CFR 570.611(d), and only with: (a) full disclosure of the potential conflict, and (b) a legal opinion of the grantee's attorney that there would be no violation of state or local laws in granting the exception.

- o. PROGRAM MONITORING (24 CFR 570.501(B), 24 CFR 85.40(A) AND (E), AND 24 CFR 84.51(A)). The Community and Economic Development Department is responsible for ensuring that all CDBG funds under its oversight are used in accordance with all program requirements, and for determining the adequacy of its subrecipients' performance. Accordingly, the Community Development staff is empowered to make site visits and review program files of the CDBG recipients as necessary to fulfill these responsibilities.
- p. SUSPENSION AND TERMINATION (24 CFR 570.503 (B) (6), 24 CFR 85.43 AND 44, AND 24 CFR 84.62). When problems arise in the performance of a subrecipient, the grantee is responsible for taking appropriate actions for correcting these deficiencies, including suspending or terminating the CDBG activities being carried out by the subrecipient (24

CFR 570.501(b)). Consistent with 24 CFR 570.503(b)(6), the written agreement between the grantee and the subrecipient must specify that suspension or termination may occur if the subrecipient materially fails to comply with any term of the CDBG award, and that the agreement may also be terminated for convenience (also see 24 CFR 85.43–85.44 and 84.62).

- q. **UNALLOWABLE COSTS.** The City of Rock Island excludes any unallowable costs as itemized in 2 CFR Part 225, Appendix B, including: entertainment, contributions and donation, fines and penalties, general government expenditures, lobbying and political activities from direct or indirect funding through the CDBG Code Enforcement Program.
- r. **LOBBYING.** The City of Rock Island prohibits the use of any federal, state, or locally appropriated funds to be used to compensate 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 the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. If any federal, state, or locally 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 city will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
- s. **POLITICAL ACTIVITY (24 CFR 570.207(A)(3)).** Pursuant to the Hatch Act, no Neighborhood Housing program funds will be used for political activities. Personnel employed with CDBG funding will in no way, or to any extent, engage in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C. The City prohibits the use of CDBG funds to finance the use of facilities or equipment for political purposes or to engage in other partisan political activities, such as sponsoring candidate forums, distributing brochures, voter transportation, or voter registration. However, a facility originally assisted with CDBG funds may be used on an incidental basis to hold meetings, candidate forums, or voter registration, provided that all parties and organizations have access to the facility on an equal basis and are assessed equal rent or use charges, if any.
- t. **NON-DISCRIMINATION AND ACTIONS TO FURTHER FAIR HOUSING.** Pursuant to 24 CFR 5.105 (a), CDBG grantees and sub-grantees must also comply with various fair housing and civil rights laws, including but not limited to the Fair Housing Act, Title VI of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973. Grantees and sub-grantees must assure that all CDBG-funded activities, including Code Enforcement and Neighborhood Housing Program activities, do not discriminate on the basis of race, color, religion, sex, disability, familial status, or national origin.
 - i. Title VI of the Civil Rights Act of 1964 (Public Law 88-352 Implemented in 24 CFR Part 1). This law states that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
 - ii. Women and Minority Business Enterprises – Refer to 570.506(g), 85.36(e), and 84.44, affirmative steps documentation.
 - iii. Section 109 of Title I of the Housing and Community Development Act of 1974 prohibits CDBG grantees and sub-grantees from conduct that will cause

discrimination on the ground of race, color, national origin, religion, or sex, in the participation in any program or activity funded in whole or in part with Federal financial assistance.

- iv. Executive Order 11063, as amended by Executive Order 12259 (implemented in 24 CFR Part 107): This order and its implementing regulations require HUD to take all actions necessary to prevent discrimination because of race, color, religion, sex, or national origin in the use, occupancy, sale, leasing, rental, or other disposition of residential property assisted with Federal loans, advances, grants, or contributions.
- v. Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et. seq.): This law provides that any grant under Section 104 shall be made only if the grantee certifies to the satisfaction of the Secretary of HUD that the grantee will, among other things, affirmatively further fair housing.
- vi. Section 109 of Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et. seq., particularly 42 U.S.C. 6101 et. seq., and 29 U.S.C. 794): This law mandates that no person on the grounds of race, color, national origin, sex, or religion shall be excluded from participation, denied the benefits of, or otherwise be subject to discrimination under any activity funded in whole or part with CDBG funds.
- vii. Section 3 of the Housing and Community Development Act of 1968 (12 U.S.C. 1701u): This section implemented at 24 CFR Part 135 requires that, to the greatest extent feasible, a subrecipient must:
 - 1. Ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low-and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low-and very low-income residents within the service area of the project or the neighborhood in which the project is located, and to low-and very low-income participants in other HUD programs.
 - 2. Award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to business concerns that provide economic opportunities for low-and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns which provide economic opportunities to low-and very low-income residents within the service area or the neighborhood in which the project is located and to low-and very low-income participants in other HUD programs.
- viii. Section 504 of the Rehabilitation Act of 1973, as amended (implemented at 24 CFR Part 135): This section specifies that no otherwise qualified individual shall solely by reason of his or her handicap be excluded from participation (including employment), denied program benefits, or subjected to discrimination under any program or activity receiving Federal assistance. Part 8 requires that recipients ensure that their programs are accessible to and usable by persons

with disabilities. Part 8 also prohibits recipients from employment discrimination based upon disability.

- ix. The Americans with Disabilities Act (ADA) of 1990: This law prohibits discrimination on the basis of disability in employment by state and local governments and in places of public accommodation and commercial facilities. The ADA also requires that facilities that are newly constructed or altered, by, on behalf of, or for use of a public entity, be designed and constructed in a manner that makes the facility readily accessible to and usable by persons with disabilities. The Act defines the range of conditions that qualify as disabilities and the reasonable accommodations that must be made to assure equality of opportunity, full participation, independent living, and economic self-sufficiency for persons with disabilities.
- x. The Age Discrimination Act of 1975, as amended: This law provides that no person shall be excluded from participation, denied program benefits, or subjected to discrimination on the basis of age under any program or activity receiving Federal assistance.
- xi. Executive Order 11246 (as amended by Executive Orders 11375 and 12086) — Equal Opportunity Under HUD Contracts and HUD-assisted Construction Contracts: This order requires that grantees and subrecipients and their contractors and subcontractors agree not to discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.
- xii. The Architectural Barriers Act of 1968: The Architectural Barriers Act (ABA) of 1968 (ABA) (42 U.S.C. 4151-4157) requires that certain buildings financed with Federal funds must be designed, constructed, or altered in accordance with standards that ensure accessibility for persons with physical disabilities. The ABA covers any building or facility financed in whole or in part with Federal funds, except privately owned residential structures. Covered buildings and facilities designed, constructed, or altered with CDBG funds are subject to the ABA and must comply with the Uniform Federal Accessibility Standards.
- xiii. Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (Public Law 90-234): The Fair Housing Act prohibits discrimination in housing practices on the basis of race, color, religion, sex, and national origin. The Fair Housing Act was amended in 1988 to provide protections from discrimination in any aspect of the sale or rental of housing for families with children and persons with disabilities. The Fair Housing Act also establishes requirements for the design and construction of new rental or for-sale multi-family housing to ensure a minimum level of accessibility for persons with disabilities.
- xiv. Limited English Proficiency. Recipients of CDBG funds should take reasonable steps to ensure meaningful access to their programs and activities to limited English proficient individuals. As an aid to recipients, the Department published Final Guidance to Federal Financial Assistance Recipients: Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (LEP Guidance) in the Federal Register at 72 FR 2732. For assistance regarding LEP obligations, go to:
www.justice.gov/crt/lep/guidance/HUD_guidance_Jan07.pdf
For more information on LEP, please visit:
www.hud.gov/offices/fheo/promotingfh/lep.cfm

- xv. Affirmatively Further Fair Housing. CDBG recipients and subrecipients must affirmatively further fair housing in their use of such funds. Grantees may offer services to affirmatively further fair housing through the Program. Such costs, examples of which follow, are not eligible code enforcement expenses but could be eligible as public services or program administrative costs. Both of these categories have caps on the overall activity expenses.
1. Providing mobility counseling or referrals to housing counseling agencies for persons temporarily or permanently displaced by code enforcement actions;
 2. Training staff on fair housing requirements;
 3. Providing outreach to marginalized populations
 4. Establishing partnerships with Fair Housing Organizations, state and local fair housing agencies, and community-based organizations representing protected classes under the Fair Housing Act.

Memorandum

To: Rock Island City Council
From: Nichole Mata, Miles Brainard, Director
Subject: Report from the Community Development Department regarding the creation of the Urban Homestead Program.



Motion: Motion to approve The Urban Homestead Program's Policy and Procedures.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

Over the past few years, staff have been developing an Urban Homestead Program that takes abandoned houses, facilitates gut rehabilitation, and sells them to low- and moderate-income households. Similar programs exist in Davenport and many other CDBG entitlement communities. The purpose of the program is to preserve valuable housing stock, create affordable housing units, encourage homeownership, and stabilize neighborhoods.

As part of the development process, staff have successfully completed two pilot projects. The first was located on 15th Avenue and the second was located on 32nd Street. In both projects, staff utilized a mix of CDBG and Illinois Housing Development Authority (IHDA) funding. Depending on the specific activities, the different funds were leveraged in ways that reduced administrative burden. IHDA funds were used for lead-based paint remediation, for example, because the regulatory burden is reduced. The major difference between the first and second pilot projects was how they were run. For the first project, staff hired a general contractor to oversee the project. In the second project, however, staff served directly as the general contractor. This change resulted in significant cost savings. The 15th Avenue project did not produce a profit. The 32nd Street project did. While profit is not the objective of the program, any profits generated during the sale of a house can be returned to the program for future projects, thus increasing the program's sustainability.

Staff have developed the attached policies and procedures for the Urban Homestead Program. Generally speaking, the program is straight-forward with a goal of rehabilitating one house every year. Houses will be identified using the Foreclosed, Vacant, & Abandoned Property Registry and acquired at minimum cost. Gut rehabilitation will mean that all plumbing, electrical, and mechanical systems will be replaced. Everything in the house will be brought up to the modern code standard. When completed, houses will be listed at a fair market price with the assistance of a real estate agent. The first acceptable offer from an income-qualified household will be accepted. The intention is that the sale process is no different from any other sale on the private market.

One notable addition not implemented with either of the pilot projects is a requirement for five years of homeownership. Buyers must agree to a lien on the property equal to the cost of the

rehabilitation that will only be released once they have lived in the house for five years. If they attempt to sell the house before that time, with a few notable exceptions, they will be required to pay back the cost of rehabilitation. This requirement is important because it helps to ensure that the City's investment in the property is not unfairly profited from. It also helps to ensure neighborhood stabilization by discouraging rapid resale.

The Community Development Commission voted on October 21 to recommend approval of the Program.

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

N/A

Recommendation:

The Community Development Department recommends the City Council approve the policy and procedures to create the Urban Homestead Program.

Submitted by: Nichole Mata

Approved by:

Urban Homestead Program

1. **PROGRAM SUMMARY.** These policies and procedures are for the City's Urban Homestead Program. The goal of this program is to create affordable housing and advance neighborhood stabilization efforts. The City will acquire single family houses, complete gut rehabilitations, and sell the houses to income eligible households. The program will be funded using Community Development Block Grant funds as well as other matching funds and grants.
2. **CDBG PROGRAM.** The Community Development Block Grant (CDBG) program was established by Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, 42 United States Code 5301. Under the CDBG program, the U.S. Department of Housing and Urban Development (HUD) awards grants to State and local governments to aid in the development of viable urban communities. To be eligible for funding, program-funded projects must satisfy one of three HUD national program national objectives required in 24 CFR (Code of Federal Regulations) 570.208:
 - a. To benefit low- and moderate-income persons which are identified as persons with incomes below 80% of the area median household income; these income limits are determined and established by HUD utilizing Median Family Income estimates for each metropolitan area. Income limits are updated annually;
 - b. Prevention and elimination of slums and blight; and
 - c. Meeting urgent needs.
3. **NATIONAL OBJECTIVE.** The Program will be administered using the Low-Mod Housing benefit. CDBG funds shall be utilized for housing activities to assist income qualified applicants with a fully rehabilitated single-family house. Eligible activities include: general rehabilitation of existing housing structures, including substantial rehabilitation to bring house up to local codes and standards. The Program will address deferred maintenance. Repair and rehabilitation of the house's principal fixtures and components, including special purpose rehabilitation items that affect quality of life and threaten the health and safety of the homeowners will also be addressed. All program activities shall meet the National Objectives and the Public Benefit to existing income qualified homeowners. CDBG eligible costs for the Homestead program rehabilitation include:
 - a. Labor and materials,
 - b. Repair directed toward an accumulation of deferred maintenance,
 - c. Repair or replacement of principal fixtures and components of existing structures,
 - d. Installation of safety devices,
 - e. Renovations through alterations, additions to, or enhancement of existing structures and improvements, and
 - f. Special purpose rehabilitation items that affect quality of life and threaten the health and safety of the homeowners
4. **AUTHORITY TO UNDERTAKE HOUSING REHABILITATION.** The Housing and Community Development Act of 1974 (HCDA) and the CDBG regulations permit the use of CDBG funds for repair and rehabilitation activities. Section 105(d) of the HCDA permits the use of CDBG funds for "clearance, demolition, removal, reconstruction, and rehabilitation (including rehabilitation which promotes energy efficiency) of buildings and improvements (including interim assistance, and financing public or private acquisition for reconstruction or rehabilitation, and reconstruction or rehabilitation, of privately-owned properties, and including the renovation of

closed school buildings).” This provision is codified in the CDBG Entitlement program regulations at 24 CFR 570.202(a)(1) and 24 CFR 570.202(b)(2), which read as follows:

- (a)(1) Privately owned buildings and improvements for residential purposes; improvements to a single-family residential property which is also used as a place of business, which are required in order to operate the business, need not be considered to be rehabilitation of a commercial or industrial building, if the improvements also provide general benefit to the residential occupants of the building; and
- (b)(2) Labor, materials, and other costs of rehabilitation of properties, including repair directed toward an accumulation of deferred maintenance, replacement of principal fixtures and components of existing structures, installation of security devices, including smoke detectors and dead bolt locks, and renovation through alterations, additions to, or enhancement of existing structures and improvements, abatement of asbestos hazards (and other contaminants) in buildings and improvements that may be undertaken individually or in combination with other programs or resources.

5. **APPLICATION REQUIREMENTS.** To be considered eligible to participate in the Program, the applicant must meet the HUD income limits, residence must be located within the municipal boundary of the City and be owner occupied confirmed as such through title search, tax records, and insurance policy information. The property must also be a legal conforming use according to the City’s adopted zoning code, all property taxes must be current, all utility billing with the City must be current, and the applicant must meet all of the following requirements:
 - a. **Household Income.** To be considered eligible for assistance, the applicant must meet the HUD income limit of 80% or lower of the area median income (AMI). The City shall calculate and verify income qualifications using the Adjusted Gross Income as provided on the IRS 1040. Adjusted Gross Income is defined as individuals age 18 and older reporting to the Internal Revenue Service on Form 1040. Other income includes: prizes and awards; gambling, lottery or raffle winnings; jury duty fees; reimbursements for amounts deducted in previous years; income from the rental of property if not in the business of renting such property; and income from an activity not engaged in for profit). In order to determine applicant eligibility, the applicant shall submit the most current 1040 federal tax return and two months of income verification (pay stubs, social security statements etc.).
 - b. **Household Definition.** A Household shall be defined as any person occupying the housing unit as a permanent resident as of the date of application, regardless of that person’s relationship to the homeowner or other members of the household. Persons living outside the residence will not be household members unless they are a college student living in a dormitory but are claimed as dependents on a resident household member’s income tax form.
6. **PURCHASING PROCESS.** Staff shall oversee the sale of the house in a manner approximating such a sale undertaken in the private market. The City shall retain the service of a licensed real estate agent and shall establish a market price for the house. The real estate agent shall list the house with information about income eligibility requirements. Offers on the house shall be evaluated for income eligibility using forms provided by the City. In the event that the applicant requires assistance completing said forms, the applicant may schedule an appointment with the Housing Officer. The application and forms will be reviewed for completeness and the applicant

will be income verified at the time of application in order to determine program eligibility. Adjusted Gross Income as outlined in IRS form 1040 will be used to determine total household income. Applicants must fall below 80% of the established HUD AMI guidelines for the current year. The approved applicant for the house will be based on a first come, first serve basis. The applicant must have the application and required forms submitted and approved before they are approved for the program and an offer is accepted on the house.

7. **FINANCING.** The applicant must secure financing through a third-party lender. A pre-approval letter is required with the application to show financing secured before the applicant can be approved for the house.
8. **Recapture Process.** Recapture agreements will be signed at the time of sale. Terms of the recapture agreement require that the homeowner remain in the house for a period of five years. The grant funding amount used on the house must be paid back if the house is sold before the end of the 5-year period. Said agreements shall be recorded at the Rock Island County Recorder's Office for a period of five (5) years to serve as a lien against the property for the duration of the recapture agreement requirements. Once the five (5) year period has been fulfilled, either the homeowner or the City may have the lien released from the property.
9. **RECAPTURE EVENTS.** The income qualified homeowner will be responsible for repayment of the grant amount if one or more of the following events occur during the recapture period:
 - a. The homeowner sells, conveys, or transfers title of the property for consideration to another person;
 - b. The homeowner rents or leases the property;
 - c. The homeowner forfeits ownership rights to the property due to foreclosure, bankruptcy, or any other similar means.
10. **NON-RECAPTURE EVENTS.** The following events are not recapture events:
 - a. Transfer of title to homeowners' surviving spouse upon death of a joint tenant-owner;
 - b. Transfer of title to a spouse as a result of a divorce;
 - c. A transfer of title by will upon death;
 - d. Refinancing of the property to reduce interest rates; or
 - e. In the event that extenuating circumstances occur that are not listed above, the City will evaluate the situation and will, at its discretion, determine if the circumstances are appropriate by the City.
11. **COST REASONABLENESS.** Staff shall have an appraisal of the house completed at the completion of the project. The house will be listed with a realtor as described above and the asking price shall be based upon the appraisal with input from the realtor. The realtor shall be compensated at a commission rate not to exceed six percent (6%) of the final sales price or ten thousand dollars (\$10,000), whichever is greater. The realtor shall be selected using a request for qualifications in accordance with the City's procurement process.
12. **ELIGIBLE HOUSING TYPES.** Single-family structures must be purchased at market rate by the primary applicant.
13. **ACQUISITION OF PROPERTY.** Properties will be taken under any means allowable by applicable municipal code.
14. **INITIAL INSPECTION.** The initial inspection of the property shall be undertaken by the Construction Officer using a standardized form. The Program is focused on addressing code violations and making housing both safe and sanitary. All applicable building, mechanical, electrical, plumbing, and health codes as adopted by the City are used to determine code

violations. The property will have a gut rehabilitation completed which is the general replacement of the interior of a building that may or may not include changes to structural elements such as flooring systems, columns or load bearing interior or exterior walls and move in ready upon the sale of the property with a one-year warranty from the contractor on the completed work.

15. **SCOPE OF WORK.** Following the initial inspection, a scope of work shall be prepared by the Construction Officer. Activities in the scope shall be undertaken in order of priority corresponding with the code violations described above and full rehabilitation to the property. The property will have a completed letter of substantial completion signed by the building official at the sale of the property.

16. **ENVIRONMENTAL REVIEW.** When a scope of work is completed, the environmental review process shall begin. The environmental review record documents shall be prepared by the Geographic Information Systems (GIS) Specialist under the direction of the Planning & Zoning Manager. The Section 106 review process as required by the National Historic Preservation Act of 1966, as part of the environmental review documents, shall be overseen directly by the Planning & Zoning Manager. If the State Historic Preservation Office (SHPO) determines in the course of the Section 106 review process that the proposed undertaking

17. **CONTRACTOR SELECTION.**

a. **DEFINITIONS**

- i. Contractor - A term used to apply to both general contractors and subcontractors.
- ii. Contractor Guidelines - A shortened term used to refer to "Contractor Selection/Qualification Guidelines for Targeted Neighborhood Housing Stimulation Programs by the Planning and Redevelopment Division, Community and Economic Development Department, City of Rock Island, Illinois."
- iii. General Contractor - A contractor, who contracts to undertake an entire rehabilitation job under the City's Targeted Neighborhood Housing Stimulation Programs, using subcontractors and supervising them as needed while taking full responsibility for the job.
- iv. Subcontractor - A contractor who contracts to undertake one or more phases of a rehabilitation job under the City's Targeted Neighborhood Housing Stimulation Programs, with the City or some other contractor acting as general contractor.
- v. City - The City of Rock Island, Illinois; specifically, with reference to the Targeted Neighborhood Housing Stimulation Programs, is represented by the staff of the Planning and Redevelopment Division of the Community and Economic Development Department. References to the City in these guidelines refer to that staff, its policies and programs as approved by the City Council.
- vi. Housing & Loan Program Officer - A member of the staff of the Planning and Redevelopment Division, Community and Economic Development Department of the City, who processes applications for rehabilitation assistance, including the financial portion.
- vii. Construction Officer - A member of the staff of the Planning and Redevelopment Division, Community and Economic Development Department

of the City, who prepares work write-ups manages bids and contract documents, and supervises construction.

- viii. Community and Economic Development Director – the supervisor of the Community and Economic Development Department.

b. CONTRACTOR QUALIFICATIONS

- i. Prospective contractors must complete a Contractor Information Form. B. References and credit will be checked.
- ii. Contractors must have satisfactory client references.
- iii. Judgments against a contractor must be released prior to program participation.
- iv. Contractors must be registered with Duns & Bradstreet (www.dnb.com) and System of Award Management (www.sam.gov). There is no registration fee, for both federal requirement registrations.
- v. Registration with the City of Rock Island as well Liability insurance coverage is required, and a certificate of insurance must be provided. \$100,000 each occurrence/\$300,000 aggregate bodily injury, including death. \$100,000 property damage.
- vi. Lead Certifications and Licenses when applicable to the Scope of Work.
- vii. No contractor will be added to the City's list of qualified contractors until requirements of II-A, B, and C are met.
- viii. Prospective contractors must be bonded and licensed as required by the City Inspection Division and Community and Economic Development Department.
- ix. Contractors must complete work in a manner which meets City Rehabilitation Specifications and all adopted City codes.
- x. Quality work is required.
- xi. Timely completion of work is required.
- xii. Contractors are required to furnish a current address and phone number where they may be contacted.
- xiii. Change of address and/or phone number must be reported immediately.
- xiv. At any time that contractor's address and phone number are incorrect, and the Planning and Redevelopment Division cannot contact the contractor, that contractor will be dropped from the list(s) of contractors until the required information is furnished to the Planning and Redevelopment Division.
- xv. It is the contractor's responsibility to notify the Construction Officer and the homeowner of any delays or absences from the job once a Proceed Order has been issued.
- xvi. Working hours shall be from 8:00 a.m. to 5:00 p.m., Monday through Friday unless other arrangements are approved by the homeowner and the Construction Officer.

- c. CONTRACTOR DISQUALIFICATION.** Failure by a contractor to meet the above qualifying criteria shall result in disqualification from further participation in the program. Prior to execution of the contract, the homeowner may request rejection of a contractor for good and substantiated reasons. The City will approve or deny this request. Additional reasons which may be grounds for contractor disqualification:

- i. Repeated and substantiated homeowner complaints.

- ii. Failure to honor the warranty as specified in the contract with the homeowner, or failure of the contractor to supply homeowner with warranties on products with warranties exceeding one year.
 - iii. Failure of a contractor to resolve warranty issues will result in withholding work write-ups and bidding until issues are resolved or disqualification has taken place.
 - iv. Repeated credit problems.
 - v. Unprofessional or un-businesslike contract negotiation or implementation.
 - vi. Discovery of fraud, life-threatening irresponsibility, or other immediate incapacity.
 - vii. Repeated failure to bid with or without notification to the City.
- d. **NOTICE OF DISQUALIFICATION.** Contractors considered for disqualification shall be notified of such pending disqualification in writing. The notice shall include at a minimum:
 - i. Reason for pending disqualification.
 - ii. Maximum time frame for abating disqualifying item(s).
 - iii. Mailing of Pending Disqualification Notice –The "Pending Disqualification Notice" shall be mailed or hand-delivered to the latest known address or whereabouts of the contractor. No further notice shall be required.

The City retains the right to disqualify any contractor immediately when fraud, life-threatening irresponsibility or other immediate incapacity is evident. The City also retains the right to disqualify immediately a contractor who cannot be or one who has repeatedly failed to bid. No "Pending Disqualification Notice" is required. Reinstatement of any contractor after disqualification will be at the sole discretion of the city.
- e. **SUBCONTRACTORS.** General contractors must furnish for the City a list of the subcontractors they propose to use on that job when they submit the bid. The City reserves the right to deny the use of any subcontractor who has been previously disqualified. If the contract awarded to the general contractor requires a change in subcontractor(s), the general contractor must notify the City before the new subcontractor begins work. Proposed subcontractors may be rejected by the City for good and substantiated reasons. General contractors are required to show that subcontractors meet appropriate licensing and bonding requirements and that they meet liability insurance coverage requirements as stated in II-C.
- f. **BIDDING.** All projects shall be put out for competitive bidding for no less than one (1) week and no more than four (4) weeks.
 - i. Bids shall be posted on the City website and provided to any contractor in any format upon their request. Contractors shall submit bids for consideration in sealed envelopes labeled as instructed in the invitation to bind instructions. Late bids will not be accepted.
 - ii. All bids will be opened in public at a set time and place. At least two City staff members shall be present at any bid opening. Contractors retain the right to attend all bid openings.

- iii. After the bid opening, the successful bidder will be allowed to bid on another rehabilitation job but may only hold a maximum of three projects at one time unless approved by the city.
- iv. The contractor may decline to bid one job (pass). This pass will be treated as if the contractor had submitted an unsuccessful bid.
- v. Contractors who repeatedly decline to bid or fail to notify the City of their intent to pass may be dropped from the contractor list at the discretion of the City.
- vi. When a contractor is already under contract for or has been awarded the bid for a total of three (3) rehabilitation jobs through City programs, the contractor will not be invited to bid on a new job until no more than one contract remains open unless approved by the City.
- vii. If a contractor has been dropped from the City's list(s) of qualified bidders, the City reserves the right to refuse to accept a bid from that contractor even if that contractor would otherwise qualify under V-D.
- viii. The policy of the City, in general, shall be to award the contract(s) to the lowest qualified, responsive, responsible bidder(s):
 - 1. Bidders may be disqualified at the discretion of the City, as having bid too low, if a bid is more than 10% lower than the in-house estimate.
 - 2. Bidders may also be disqualified for having a bid too high more than 20% of the in-house estimate.
 - 3. Bids submitted with miscalculations will be disqualified.
 - 4. Any or all bids may be rejected at the discretion of the City for good cause.
- ix. Each bidder is required to bid each line item in the work write-up individually (if a general contractor) or each line item of the relevant trade (if a subcontractor).
- x. The City retains the right to delete any line item(s) after bidding is complete.
- xi. The City retains the right to negotiate modifications to the contract with the successful bidder in each case.

18. **PRE-CONSTRUCTION.** For every project undertaken through the Program, there shall be a pre-construction meeting with the, contractor, and staff. At this meeting there shall be a review of the contract documents, the scope of work, and the project timeline. Following this, contract documents shall be signed by the respective parties. The Project may thereafter begin.

19. **CONTRACTOR PAYMENT.** When work is complete, a final inspection of the property shall be undertaken using a standardized form. If the work is determined to be satisfactory and complete, the contractor may submit a request for payment using a standardized form provided by the City. The request for payments must include a final lien waiver, sworn statement, signed one (1) year warranty, and invoice. The Housing Officer, Construction Officer, and the Community Development Manager must sign off to approve the request for payment before it can be process.

- a. If the Construction Officer judges a change order to be excessive, the City reserves the right to obtain other bids.
- b. Payments to contractors shall be made in accordance with the provisions in the Rehabilitation Contract.

- c. Lump sum or partial payments will be made after the inspection division's inspection, approval by the Construction Officer(s) of the completed work, and approval by the Planning and Redevelopment Administrator and the Community and Economic Development Manager is completed.
- d. In situations deemed appropriate by the City, progress payments may be approved, however, no more than 75% of the total contract (less the usual 10% retainer) may be paid in progress payments. The final payment will be made only after final inspection and approval and after all punch list items have been completed, inspected, and approved.
- e. Each general contractor shall be required to furnish to the City the Federal Employer Identification Number for the general contractor's firm and for all subcontractor's firms.

20. GENERAL PROGRAM GUIDELINES.

- a. EXPENSES. Eligibility of expenses for the CDBG program are itemized in the most recent version of "Guide to National Objectives and Eligible Activities for CDBG Entitlement Communities" as published by HUD. A summary of the eligible costs are as follows:
 - i. Rehabilitation (hard costs) — Rehabilitation hard costs are actual costs to accomplish rehabilitation. Costs of labor, materials, supplies and other expenses required for completion of the rehabilitation of property, including repair or replacement of principal fixtures and components of existing structures (e.g., items eligible for repair within the program, individually or combined). This will be the total amount of the Contractor's invoice and the amount noted on the Recapture Agreement.
 - ii. Service Delivery (soft costs) — Staff costs and related expenses required for outreach efforts for marketing the program, rehabilitation counseling, screening potential applicant households and structures, energy auditing, preparing work specifications, loan underwriting and processing, inspections, and other services related to assisting owners, tenants, contractors, and other entities who are participating or seeking to participate in rehabilitation. The following are examples of soft costs:
 - 1. Financing fees, credit reports, title binders and insurance, recording fees, transaction taxes, impact fees, legal and accounting, appraisals, architectural and engineering fees.
 - 2. Administrative costs.
 - 3. Environmental review costs.
 - 4. Lead Safe Housing Rule Compliance expenses. This includes any costs that are associated with complying with the Lead Rule that are not normally incurred as part of rehabilitation if the Rule did not apply. This can include:
 - a. Evaluation costs (risk assessments, visual assessments or inspections)
 - b. Laboratory and analysis fees
 - c. Lead sample testing supplies
 - d. Occupant protection, including relocation, storage or protection of belongings

- e. Waste handling attributable to lead-based paint hazard reduction.
 - f. Specialized cleaning designed to remove LBP dust. The contractor can provide an estimate of the incremental costs associated with LBP hazard reduction.
 - g. Clearance activities, including visual assessments, dust wipes, and reports.
- b. LMH HOUSING DOCUMENTATION REQUIRED. In addition to the main documentation required for each project/activity, the following records must be maintained for projects/activities that are using LMH as a national objective:
 - i. A written agreement with each landlord or developer receiving CDBG assistance. The agreement must specify:
 - 1. Total number of dwelling units in each multi-unit structure, and
 - 2. The number of those units which will be occupied by LMI households after assistance.
 - ii. Total cost of the activity, including both CDBG and non-CDBG funds
 - iii. The household size, ethnicity and income eligibility for each of the LMI households occupying assisted units
 - iv. Accomplishments for LMH activities include the number of owner-occupied units rehabilitated, including the number of these units occupied by the elderly.
- c. HOUSEHOLD INCOME DOCUMENTATION REQUIRED. The following definitions shall be used in the determination of a household's total AGI:
 - i. Adjusted Gross Income shall be defined as adjusted gross income reported to the Internal Revenue Service on Internal Revenue Service (IRS) Form 1040 as follows:
 - 1. Wages, salaries, tips, etc.
 - 2. Taxable interest.
 - 3. Dividends.
 - 4. Taxable refunds, credits or offsets of State and local income taxes.
There are some exceptions - refer to Form 1040 instructions.
 - 5. Alimony (or separate maintenance payments) received.
 - 6. Business income (or loss).
 - 7. Capital gain (or loss).
 - 8. Other gains (or losses) (i.e., assets used in a trade or business that were exchanged or sold).
 - 9. Taxable amount of individual retirement account (IRA) distributions.
(Includes simplified employee pension [SEP] and savings incentive match plan for employees [SIMPLE] IRA.)
 - 10. Taxable amount of pension and annuity payments.
 - 11. Rental real estate, royalties, partnerships, S corporations, trusts, etc.
 - 12. Farm income (or loss).
 - 13. Unemployment compensation payments.
 - 14. Taxable amount of Social Security benefits.

15. Other income. (Includes: prizes and awards; gambling, lottery or raffle winnings; jury duty fees; Alaska Permanent fund dividends; reimbursements for amounts deducted in previous years; income from the rental of property if not in the business of renting such property; and income from an activity not engaged in for profit).
- ii. Total Adjusted Gross Income for the household shall be defined as the sum of the total adjusted gross income of each household member aged 18 or over. A household member shall be defined as any person occupying the housing unit as a permanent resident as of the date of application, regardless of that person's relationship to the homeowner or other members of the household. Persons living outside the house will not be household members unless they are a college student living in a dormitory but are claimed as dependents on a resident household member's income tax form.
- d. RECORD RETENTION PERIOD. Under the uniform administrative requirements of the CDBG regulations, grantees and sub recipients are required to retain CDBG records for a period of not less than four years. For sub recipients, the record retention period begins from the date of the submission of the CAPER in which the specific activity was reported on for the final time rather from the date of submission of the final expenditure report for the award.
- e. ACCESS TO RECORDS. HUD and the Comptroller General of the United States, or their authorized representatives, have the right to access grantee and sub recipient program records. This right is not limited to the retention period. Requirements regarding public access to records include:
 - i. CDBG grantees are required to provide citizens with reasonable access to records regarding the past use of CDBG funds, consistent with applicable state and local laws regarding privacy and confidentiality; and
 - ii. The Consolidated Plan regulations require that grantees provide citizens, public agencies and other interested parties with reasonable and timely access to information and records relating to the jurisdiction's Consolidated Plan and the use of assistance under the programs covered by the Consolidated Plan.
- f. CDBG ALLOCATION PROCESS. Refer to the City's main CDBG Program Manual to find details on how the City's overall application and allocation process works. The TNHSP submits two applications for Entitlement funds, one for staffing and support costs and another application for programmatic costs (hard costs and soft costs). City Council normally finalizes the allocation recommendations for the upcoming program year (April 1st-March 31st) in September of each year yet final Entitlement allocation amounts from HUD are announced in the Spring/Summer each year (after the program year has already started).
- g. CONSOLIDATED PLAN. The Community Development Manager is responsible for making sure that the Consolidated Plan is completed accurately and timely. The Consolidated Plan is prepared by the City of Rock Island every five years and describes needs, resources, priorities and proposed activities to be undertaken with respect to CDBG funds. An approved Consolidated Plan is one which has been approved by HUD. TNHSP

staff is responsible for making sure that their proposed activities for the next five years are included in this analysis to continue being funded.

- h. **ANNUAL ACTION PLAN.** The Community Development Manager is responsible for making sure that the Annual Action Plan is completed accurately and timely. This document serves as an annual application to HUD for funding and must reflect the proposed activities that are in the Consolidated Plan. If a new activity is being proposed for funding, the Consolidated Plan must be amended. Further information on what triggers a Consolidated Plan amendment can be found in the City's main CDBG Policies and Procedures manual. Information on TNHSP staff and support costs are detailed in the Annual Action Plan as well as the expected accomplishments for each activity. Most of the information used for the Annual Action Plan will be used from the applications submitted for funding for that program year. It is the TNHSP staff responsibility to make sure that the proposed accomplishments are adjusted with the final allocation amounts. Also, it is the TNHSP staff responsibility to track accomplishments on a 5-year basis to ensure that the Consolidated Plan goals are being met. If they are not, then a possible amendment to the Consolidated Plan may need to be made.
- i. **DRAWDOWN REQUESTS.** Drawdown requests should be made on a routine basis from TNHSP staff to Planning and Redevelopment Administrator. The information that should be included in these drawdown requests include:
 - i. Funds budgeted for project;
 - ii. Funds received in drawdowns to date;
 - iii. Funds obligated in most recent period and to date;
 - iv. Funds expended in most recent period and to date;
 - v. Cash on hand (including program income identified as such); and
 - vi. Previous drawdowns requested but not yet received.
- j. **QUARTERLY PROGRESS REPORTS.** Quarterly accomplishment reports are due to the Planning and Redevelopment Administrator from sub recipients by the following dates: April 15, July 15, October 15, and January 15. These progress reports should contain the following information: track actual project accomplishments, obligations, and spending patterns against planned operations and accomplishments.

21. OTHER REGULATIONS.

- a. **RECORDS TO BE MAINTAINED (570.506).** HUD regulation § 570.506 defines the process and types of records that must be maintained by the city. Records and documentation are maintained to demonstrate activity eligibility, national objective compliance, allowability of costs, and cost reasonableness. Appropriate staff will maintain all records required by the Federal regulations specified in 24 CFR 570.506, that are pertinent to the activities to be funded. Such records shall include but are not limited to:
 - i. Records providing a full description of each activity undertaken;
 - ii. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
 - iii. Records required to determine the eligibility of activities;
 - iv. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
 - v. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;

- vi. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21–28; and
- vii. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

The CED department shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the HUD CDBG program. The retention period begins on the date of the activities are recorded in IDIS. In the event of litigation, claims, audits, negotiations, or other actions that involve the above cited records that have been initiated before the expiration of the five-year period, then such records shall be retained through the resolution of all issues.

- b. **CONFIDENTIALITY.** The City of Rock Island and its employees shall maintain the confidentiality of all applicant information. Confidentiality shall apply to the applicant's identity and location of the subject property, as well as personal information supplied by the applicant and received by the City of Rock Island to determine the applicant's eligibility.
- c. **FINANCIAL MANAGEMENT SYSTEMS (85.20).** CDBG funded Neighborhood Housing programs execute outside contracts. The City of Rock Island CDBG program records an encumbrance/obligation when contracts are executed, purchase orders issued, etc. The city's CDBG program maintains grant compliance by maintaining supporting documentation for expenditures with invoices, contracts, or purchase orders, etc. The City of Rock Island has segregated the duties and controls to effectively reduce the opportunity for the perpetration or concealment of errors or irregularities in the normal course of duties. The City of Rock Island has internal control procedures that support its ability to prepare financial statements that are fairly presented in conformity with generally accepted and appropriate accounting principles and regulatory requirements. The city undergoes an annual single audit, which ensures the accuracy and integrity of data provided through a qualified opinion on the audited annual financial statements and internal controls. Staff reviews financial information (e.g., drawdowns, unexpended balances) recorded in HUD's financial management systems (e.g., LOCCS, IDIS) to ensure that it matches the official accounting records of the Program for the period covered by the last CPD-required performance report? [24 CFR 570.507; 24 CFR 91.520] The Community Economic Development, Budget and Grant Manager works directly with the Finance Department to ensure that the information on obligations, expenditures, and program income submitted to HUD reconcile with the program participant's accounting records? [24 CFR 570.504; 24 CFR 570.507; 24 CFR 91.520]
- d. **TIMESHEETS.** The City of Rock Island internal payroll control procedures support its ability to meet HUD regulatory requirements. All CDBG funded staff position timesheets are reviewed and approved by the supervisor prior to submission for payroll processing. Community and Economic Development Department employees working on the CDBG programs shall have their salaries and wages supported by periodic monitoring to ensure that CDBG funds have been appropriately allocated and expended for the period covered by the monitoring. [24 CFR 570.502; 2 CFR Part 225, Appendix B (2013 edition)]. Monitoring will be conducted annually prior to the completion of the Consolidated Annual Performance Evaluation Report. [24 CFR 570.502; 2 CFR Part 225, Appendix B (2013 edition)]
- e. **PROGRAM INCOME (24 CFR 570.503 AND 570.504).** All proceeds collected under the recapture requirements of the Neighborhood Housing Programs shall be considered Program Income. Program Income shall be receipted into IDIS as Program Income and shall be expended on other projects before entitlement funds are obligated to projects.

- f. **PROCUREMENT, EQUIPMENT, AND REAL PROPERTY.** The Rock Island's CDBG programs shall follow the City of Rock Island procurement standards or the HUD procurement standards at § 85.36 (whichever is more stringent) when equipment and services are procured. All expenses for supplies and equipment and their use (e.g., uniforms/coveralls, handheld computers, gasoline, vehicle lease payments or use allowances) are eligible expenses for the delivery of Neighborhood Housing Program services.
- g. **LABOR STANDARDS (24 CFR 570.603).** The City of Rock Island's CDBG program shall adhere to all applicable regulations regarding labor standards. All laborers and mechanics employed by contractors or subcontractors on construction work in excess of \$2,000 and financed in whole or in part with CDBG funds must be paid "prevailing wages" that have been determined in accordance with the Davis-Bacon Act as amended (40 U.S.C. 276a–276a-5). The Contract Work Hours and Safety Standards Act (40 U.S.C. 327–333) also applies to such activities. These labor standards shall apply only to the rehabilitation of residential property if the property contains more than four (4) units.
- h. **ENVIRONMENT REQUIREMENTS (24 CFR 570.604).** At the start of every Program Year an environmental review of CDBG Service Delivery programs is completed and up loaded in to the HUD HEROS system. Grantees are required to assume responsibility for environmental review, decision making, and other actions that would otherwise apply to HUD under the National Environmental Policy Act of 1969 and other related provisions of law. Under no circumstance shall CDBG assistance be obligated to the project. This includes but is not limited to, incurring project costs, entering into an agreement, or letting bids until the appropriate environmental review and public notification process has been completed, and it has been determined that no other environmental measures are to be undertaken. Activities not subject to this restriction are those the regulations define as exempt from environmental review. However, before any party involved with the project can incur costs, even for activities that are exempt, the grantee must first make a formal determination that the activity is exempt. (The list of activities that are exempt from environmental review are found in 24 CFR part 58.34 and 58.35(b).)
- i. **HISTORIC PRESERVATION (36 CFR PART 800).** It is the responsibility of the city to evaluate properties receiving federal assistance and consult with the State Historic Preservation Office as to whether the property:
 - i. is or could be determined eligible for listing on the National Register of Historic Places;
 - ii. is located in a historic district or an area which could be determined eligible as a historic district;
 - iii. involves proposed changes that could have an adverse effect to a historic property that has been landmarked.

In the event that the undertaking has been determined to be an adverse effect to a historic property, the city will identify all consulting parties to discuss the project impact and possible mitigation measures. Once the consulting parties agree on the mitigation, a Memorandum of Agreement must be completed with stipulations that provide clear and concise mitigation measures with all parties identified (36 CFR Part 800).

- j. **NATIONAL FLOOD INSURANCE PROGRAM (24 CFR 570.605).** The City of Rock Island participates in the National Flood Insurance Program and is protected by a United States Army Corps of Engineers flood wall, which has been certified by the National Emergency Management Agency. Areas within the flood wall are prone to ponding, projects

undertaken in the ponding areas are required to have flood insurance and provide proof of flood insurance prior to and during the completion of the project.

- i. Note: There is a statutory prohibition against providing Federal assistance to a person who had previously received Federal flood disaster assistance conditioned on obtaining and maintaining flood insurance and the person failed to obtain and maintain such insurance (24 CFR 58.6(b)).
- k. FLOODPLAIN MANAGEMENT (24 CFR PART 55). Potential projects receiving federal assistance that propose new construction or substantial improvements of existing buildings located within the floodplain or special flood hazard areas shall be subject to 24 CFR Part 55.20, the "Eight Step Decision Making Process." Until such time as the Decision-Making Process is complete and mitigation measures in place, no federal funding or commitments can be obligated, or agreements entered into.
 - i. Note: Executive Order 11988, Floodplain Management, directs agencies "to avoid direct or indirect support of floodplain development wherever there is a practicable alternative" (24 CFR Part 55).
- l. RELOCATION AND ONE-FOR-ONE HOUSING REPLACEMENT (24 CFR 570.606). The City of Rock Island's CDBG Neighborhood Housing Programs comply with the following:
 - i. the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), 24 CFR 570.606(b), and 49 CFR Part 24;
 - ii. the requirements of 24 CFR 570.606(c) and 24 CFR Part 42 governing the Residential Anti-displacement and Relocation Assistance Plan (Plan) under Section 104(d) of the HCD Act.

Under the URA and the Plan, the city provides relocation assistance to persons (families, individuals, businesses, non-profit organizations, and farms) that are displaced as a direct result of acquisition, rehabilitation, demolition, or conversion for a CDBG-assisted project. All property occupants must be issued certain notices on a timely basis. The Plan also requires the one-for-one replacement of any occupied or vacant occupiable low/moderate-income housing that is demolished or converted to another use in connection with a CDBG-assisted project. Finally, the Plan requires the identification of the steps that will be taken to minimize displacement.

- m. LEAD-BASED PAINT (24 CFR 570.608). CDBG-funded activities, such as the acquisition, construction, or rehabilitation of residential structures, may not use lead-based paint. Certain requirements apply to the use of CDBG funds for the rehabilitation of a residential property that was constructed before 1978. At a minimum, grantees are required to:
 - i. notify a purchaser or lessee of the presence of any known lead-based paint and/or lead-based paint hazards;
 - ii. paint test surfaces to be disturbed or removed during rehabilitation for the presence of lead-based paint, or presume lead-based paint and notify the occupants of the results within 15 days of when the evaluation report is received, or the presumption is made;
 - iii. provide each occupied dwelling unit outlined in the preceding section with the EPA-approved lead hazard information pamphlet "Protect Your Family from Lead in Your Home" or an EPA-approved equivalent;
 - iv. reduce lead hazards as required by the applicable subparts of Part 35;
 - v. perform clearance testing, including dust testing, before re-occupancy after all but minimal ("de minimis") amounts of paint disturbances. (See in the following section for details). The CDBG regulation at 24 CFR 570.608 states that the

following subparts of Part 35 apply to the use of CDBG funds in pre-1978 housing:

1. Disclosure of Known Lead-Based Paint and/or Lead-Based Paint Hazards Upon Sale or Lease of Residential Property,
 2. General Lead-Based Paint Requirements and Definitions for All Programs,
 3. Rehabilitation,
 4. Acquisition, Leasing, Support Services, or Operation, and
 5. Methods and Standards for Lead-Based Paint Hazard Evaluation and Hazard Reduction Activities. Part 35, Subpart A, is called the Lead Disclosure Rule; and Part 35, Subparts B through R, are called the Lead Safe Housing Rule.
- vi. Certain properties are exempt from the requirements of the Lead Safe Housing Rule. They include:
1. Housing built on or after January 1, 1978;
 2. Zero-bedroom dwellings, including efficiency apartments, single-room occupancy housing, dormitories, or military barracks;
 3. Housing exclusively for the elderly or people with disabilities, unless a child age 6 or under resides or is expected to reside there;
 4. Units that have been found to be free of lead-based paint by a certified lead-based paint inspector;
 5. Units where all lead-based paint has been removed;
 6. Unoccupied housing that will remain vacant until it is demolished;
 7. Non-residential portions of mixed-use buildings, except that spaces serving both residential and non-residential uses are covered by the rule;
 8. Units that are to be rehabilitated without disturbing a painted surface; and
 9. Units that are subject to emergency repair action needed to safeguard against imminent danger to human life, health or safety, or to protect the property from further structural damage.
- vii. For properties that are covered by the Lead Safe Housing Rule, the lead-based paint requirements for rehabilitation is contingent upon the amount of Federal rehabilitation assistance provided. The amount of Federal rehabilitation assistance is the average per unit amount of Federal assistance provided for the hard costs of rehabilitation, excluding lead-based paint hazard evaluation and hazard reduction activities. In calculating this assistance amount, the total amount of Federal assistance to be used (including CDBG and other funds) and the hard costs of rehabilitation (including Federal and non-Federal funds) must be considered. Whenever these two amounts are not the same, the smaller of the two determines the type and level of lead-based paint requirement. For a structure with more than one dwelling unit, the thresholds are applied against the average amount of Federal assistance per unit or the average hard cost of rehabilitation per unit, whichever is lower. The following guide outlines the funding amounts and the level of lead safe work practices (Subpart J: Rehabilitation):
1. Up to \$4,999 per unit hard costs
 - a. Paint testing and repair

- b. Use Lead Safe Work Practices (LSWP)
 - c. Clearance
 - 2. \$5,000 up to \$24,999 per unit hard costs
 - a. Risk Assessment
 - b. Interim Controls
 - c. Clearance
 - 3. Over \$25,000 per unit hard costs
 - a. Risk Assessment
 - b. Abatement of all identified LBP Hazards (Not all LBP)
 - c. Clearance
- viii. For federally assisted projects that only requires repair, the de minimis levels for lead safe work practices will apply (24 CFR Part 35.1350 (d)). Safe work practices are not required when maintenance or hazard reduction activities do not disturb painted surfaces that total more than:
 - 1. 20 square feet (2 square meters) on exterior surfaces;
 - 2. 2 square feet (0.2 square meters) in any one interior room or space; or
 - 3. 10 percent of the total surface area on an interior or exterior type of component with a small surface area. Examples include window sills, baseboards, and trim.
- ix. The City shall follow 24 CFR 35.1350(d) for minor repairs undertaken as part of the program. Compliance shall be documented using project specifications. Substantial rehabilitation activities undertaken shall follow the lead safe rules as outlined in 24 CFR 35.1350.
- n. CONFLICT OF INTEREST (24 CFR 570.611). The Program shall follow the provisions of 24 CFR 84.42 and 570.611, which include (but are not limited to) the following:
 - The city maintains a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds (All employee policies and guidelines can be found at intranet.rigov.org/human-resources/personnel-policies).
 - No employee, officer, or agent of the city shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or perceived, would be involved.

No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency. There are two conflict of interest provisions applicable to activities carried out with CDBG funding. The first, applies to the procurement of goods and services by subrecipients (24 CFR 84.42 and 85.36 and 24 CFR 570.611(a)(1)) The second provisions are located at 24 CFR 570.611(a)(2). These provisions cover situations not covered by parts 84 and 85. With respect to procurement activities, the subrecipient must maintain written standards of

conduct governing the performance of its employees engaged in the award and administration of contracts. At a minimum, these standards must require that no employee, officer, or agent may participate in the selection, award, or administration of a contract supported by federal funds if a real or perceived conflict would be involved. Such a conflict would arise when any of the following parties have a financial or other interest in the firm selected for an award:

- An employee, officer, or agent of the subrecipient;
- Any member of an employee's, officer's, or agent's immediate family;
- An employee's, agent's, or officer's partner; or
- An organization which employs or is about to employ any of the in the preceding section.

It is also required that employees, agents, and officers of subrecipients neither solicit nor accept gratuities, favors, or anything of value from contractors, or parties to sub-agreements. However, subrecipients may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. Disciplinary actions for any violations of the regulations or policies by employees, agents, or officers of the subrecipient agency will be handled according to the above policies. With respect to all other CDBG-assisted activities, the general standard is that no employee, agent, or officer of the subrecipient, who exercises decision-making responsibility with respect to CDBG funds and activities, can obtain a financial interest in or benefit from CDBG activities, or have a financial interest in any contract, subcontract, or agreement regarding those activities or in the proceeds of the activities. Specific provisions include:

- Any person who is an employee, agent, consultant, officer, or elected or appointed official of the grantee, a designated public agency, or a subrecipient, and to their immediate family members, and business partner(s).
- During employee tenure and for a period of 1 year after leaving the grantee or subrecipient organization.

Upon written request, exceptions may be granted by HUD on a case-by-case basis, after consideration of the cumulative effect of various factors listed at 24 CFR 570.611(d), and only with: (a) full disclosure of the potential conflict, and (b) a legal opinion of the grantee's attorney that there would be no violation of state or local laws in granting the exception.

- o. PROGRAM MONITORING (24 CFR 570.501(B), 24 CFR 85.40(A) AND (E), AND 24 CFR 84.51(A)). The Community and Economic Development Department is responsible for ensuring that all CDBG funds under its oversight are used in accordance with all program requirements, and for determining the adequacy of its subrecipients' performance. Accordingly, the Community Development staff is empowered to make site visits and review program files of the CDBG recipients as necessary to fulfill these responsibilities.
- p. SUSPENSION AND TERMINATION (24 CFR 570.503 (B) (6), 24 CFR 85.43 AND 44, AND 24 CFR 84.62). When problems arise in the performance of a subrecipient, the grantee is responsible for taking appropriate actions for correcting these deficiencies, including suspending or terminating the CDBG activities being carried out by the subrecipient (24 CFR 570.501(b)). Consistent with 24 CFR 570.503(b)(6), the written agreement between the grantee and the subrecipient must specify that suspension or termination may occur if the subrecipient materially fails to comply with any term of the CDBG award, and that the agreement may also be terminated for convenience (also see 24 CFR 85.43–85.44 and 84.62).

- q. **UNALLOWABLE COSTS.** The City of Rock Island excludes any unallowable costs as itemized in 2 CFR Part 225, Appendix B, including: entertainment, contributions and donation, fines and penalties, general government expenditures, lobbying and political activities from direct or indirect funding through the CDBG Code Enforcement Program.
- r. **LOBBYING.** The City of Rock Island prohibits the use of any federal, state, or locally appropriated funds to be used to compensate 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 the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. If any federal, state, or locally 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 city will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- s. **POLITICAL ACTIVITY (24 CFR 570.207(A)(3)).** Pursuant to the Hatch Act, no Neighborhood Housing program funds will be used for political activities. Personnel employed with CDBG funding will in no way, or to any extent, engage in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C. The City prohibits the use of CDBG funds to finance the use of facilities or equipment for political purposes or to engage in other partisan political activities, such as sponsoring candidate forums, distributing brochures, voter transportation, or voter registration. However, a facility originally assisted with CDBG funds may be used on an incidental basis to hold meetings, candidate forums, or voter registration, provided that all parties and organizations have access to the facility on an equal basis and are assessed equal rent or use charges, if any.
- t. **NON-DISCRIMINATION AND ACTIONS TO FURTHER FAIR HOUSING.** Pursuant to 24 CFR 5.105 (a), CDBG grantees and sub-grantees must also comply with various fair housing and civil rights laws, including but not limited to the Fair Housing Act, Title VI of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973. Grantees and sub-grantees must assure that all CDBG-funded activities, including Code Enforcement and Neighborhood Housing Program activities, do not discriminate on the basis of race, color, religion, sex, disability, familial status, or national origin.
 - i. Title Vi of the Civil Rights Act of 1964 (Public Law 88-352 Implemented in 24 CFR Part 1). This law states that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
 - ii. Women and Minority Business Enterprises – Refer to 570.506(g), 85.36(e), and 84.44, affirmative steps documentation.
 - iii. Section 109 of Title I of the Housing and Community Development Act of 1974 prohibits CDBG grantees and sub-grantees from conduct that will cause discrimination on the ground of race, color, national origin, religion, or sex, in the participation in any program or activity funded in whole or in part with Federal financial assistance.
 - iv. Executive Order 11063, as amended by Executive Order 12259 (implemented in 24 CFR Part 107): This order and its implementing regulations require HUD to

take all actions necessary to prevent discrimination because of race, color, religion, sex, or national origin in the use, occupancy, sale, leasing, rental, or other disposition of residential property assisted with Federal loans, advances, grants, or contributions.

- v. Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et. seq.): This law provides that any grant under Section 104 shall be made only if the grantee certifies to the satisfaction of the Secretary of HUD that the grantee will, among other things, affirmatively further fair housing.
- vi. Section 109 of Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et. seq., particularly 42 U.S.C. 6101 et. seq., and 29 U.S.C. 794): This law mandates that no person on the grounds of race, color, national origin, sex, or religion shall be excluded from participation, denied the benefits of, or otherwise be subject to discrimination under any activity funded in whole or part with CDBG funds.
- vii. Section 3 of the Housing and Community Development Act of 1968 (12 U.S.C. 1701u): This section implemented at 24 CFR Part 135 requires that, to the greatest extent feasible, a subrecipient must:
 - 1. Ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low-and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low-and very low-income residents within the service area of the project or the neighborhood in which the project is located, and to low-and very low-income participants in other HUD programs.
 - 2. Award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to business concerns that provide economic opportunities for low-and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns which provide economic opportunities to low-and very low-income residents within the service area or the neighborhood in which the project is located and to low-and very low-income participants in other HUD programs.
- viii. Section 504 of the Rehabilitation Act of 1973, as amended (implemented at 24 CFR Part 135): This section specifies that no otherwise qualified individual shall solely by reason of his or her handicap be excluded from participation (including employment), denied program benefits, or subjected to discrimination under any program or activity receiving Federal assistance. Part 8 requires that recipients ensure that their programs are accessible to and usable by persons with disabilities. Part 8 also prohibits recipients from employment discrimination based upon disability.
- ix. The Americans with Disabilities Act (ADA) of 1990: This law prohibits discrimination on the basis of disability in employment by state and local governments and in places of public accommodation and commercial facilities.

The ADA also requires that facilities that are newly constructed or altered, by, on behalf of, or for use of a public entity, be designed and constructed in a manner that makes the facility readily accessible to and usable by persons with disabilities. The Act defines the range of conditions that qualify as disabilities and the reasonable accommodations that must be made to assure equality of opportunity, full participation, independent living, and economic self-sufficiency for persons with disabilities.

- x. The Age Discrimination Act of 1975, as amended: This law provides that no person shall be excluded from participation, denied program benefits, or subjected to discrimination on the basis of age under any program or activity receiving Federal assistance.
- xi. Executive Order 11246 (as amended by Executive Orders 11375 and 12086) — Equal Opportunity Under HUD Contracts and HUD-assisted Construction Contracts: This order requires that grantees and subrecipients and their contractors and subcontractors agree not to discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.
- xii. The Architectural Barriers Act of 1968: The Architectural Barriers Act (ABA) of 1968 (ABA) (42 U.S.C. 4151-4157) requires that certain buildings financed with Federal funds must be designed, constructed, or altered in accordance with standards that ensure accessibility for persons with physical disabilities. The ABA covers any building or facility financed in whole or in part with Federal funds, except privately owned residential structures. Covered buildings and facilities designed, constructed, or altered with CDBG funds are subject to the ABA and must comply with the Uniform Federal Accessibility Standards.
- xiii. Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (Public Law 90-234): The Fair Housing Act prohibits discrimination in housing practices on the basis of race, color, religion, sex, and national origin. The Fair Housing Act was amended in 1988 to provide protections from discrimination in any aspect of the sale or rental of housing for families with children and persons with disabilities. The Fair Housing Act also establishes requirements for the design and construction of new rental or for-sale multi-family housing to ensure a minimum level of accessibility for persons with disabilities.
- xiv. Limited English Proficiency. Recipients of CDBG funds should take reasonable steps to ensure meaningful access to their programs and activities to limited English proficient individuals. As an aid to recipients, the Department published Final Guidance to Federal Financial Assistance Recipients: Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (LEP Guidance) in the Federal Register at 72 FR 2732.
For assistance regarding LEP obligations, go to:
www.justice.gov/crt/lep/guidance/HUD_guidance_Jan07.pdf
For more information on LEP, please visit:
www.hud.gov/offices/fheo/promotingfh/lep.cfm
- xv. Affirmatively Further Fair Housing. CDBG recipients and subrecipients must affirmatively further fair housing in their use of such funds. Grantees may offer services to affirmatively further fair housing through the Program. Such costs, examples of which follow, are not eligible code enforcement expenses but could

be eligible as public services or program administrative costs. Both of these categories have caps on the overall activity expenses.

1. Providing mobility counseling or referrals to housing counseling agencies for persons temporarily or permanently displaced by code enforcement actions;
2. Training staff on fair housing requirements;
3. Providing outreach to marginalized populations
4. Establishing partnerships with Fair Housing Organizations, state and local fair housing agencies, and community-based organizations representing protected classes under the Fair Housing Act.

Memorandum



To: Rock Island City Council
From: Jessica Sager, Finance Director
Subject: Report from the Finance Department regarding approval of the Municipal Compliance Reports for the Fiscal Year ending December 31, 2023 for the Police Pension Fund and the Fire Pension Fund.

Motion: Motion to approve the Municipal Compliance Reports for the Fiscal Year ending December 31, 2023.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

House Bill 5088 (Public Act 95-950) requires the Police Pension Board and the Fire Pension Board to certify to City Council on the condition of the Pension Fund(s) at the end of the completed fiscal year. The Municipal Compliance Reports have been certified for the year ending on December 31, 2023 and are attached for City Council approval.

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

City Council accept the Municipal Compliance Reports for the Fiscal Year ending December 31, 2023 for the Police Pension Fund and the Fire Pension Fund.

Submitted by: Jessica Sager, Finance Director

Approved by:

CITY OF ROCK ISLAND, IL
POLICE PENSION FUND

House Bill 5088 (Public Act 95-950) – Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023

The Police Pension Board certifies to the Board of Trustees of the City of Rock Island, Illinois on the condition of the Police Pension Fund at the end of its most recently completed fiscal year the following information:

1) The total assets of the fund and their current market value of assets:

	Current Fiscal Year	Preceding Fiscal Year
Total Assets	<u>\$43,812,054</u>	<u>\$39,821,839</u>
Market Value	<u>\$43,812,054</u>	<u>\$39,821,839</u>

2) The estimated receipts during the next succeeding fiscal year from deductions from the salaries of police officers and from other sources:

Estimated Receipts - Employee Contribution	<u>\$656,208</u>
Estimated Receipts - All Other Sources	
Investment Earnings	<u>\$1,200,000</u>
Municipal Contributions	<u>\$6,059,065</u>

3) The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 3 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:

(a) Pay all Pensions and Other Obligations	<u>\$6,810,295</u>
(b) Annual Requirement of the Fund as Determined by:	
Illinois Department of Insurance	<u>N/A</u>

Private Actuary

Recommended Municipal Contribution	<u>\$6,271,466</u>
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Statutory Municipal Contribution	<u>\$6,151,244</u>
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- 4) The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	Current Fiscal Year	Preceding Fiscal Year
Net Income Received from Investment of Assets	<u>\$5,283,851</u>	<u>(\$4,887,161)</u>
Assumed Investment Return		
Illinois Department of Insurance	<u>NA</u>	<u>NA</u>
Private Actuary	<u>7.0%</u>	<u>7.0%</u>
Actual Investment Return	<u>13.27%</u>	<u>(11.02%)</u>

- 5) The total number of active employees who are financially contributing to the fund:

Number of Active Members:	<u>70</u>
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- 6) The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipts of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	72	\$4,838,075
(ii) Disability Pension	15	\$743,013
(iii) Survivors and Child Benefits	<u>22</u>	<u>\$706,019</u>
Totals	<u>109</u>	<u>\$6,287,107</u>

7) The funded ratio of the fund:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Illinois Department of Insurance	<u>NA</u>	<u>NA</u>
Private Actuary	<u>38.25%</u>	<u>35.59%</u>

8) The unfunded liability carried by the fund, along with the actuarial explanation of the unfunded liability:

Unfunded Liability:

Illinois Department of Insurance	<u>NA</u>
Private Actuary	<u>\$69,146,969</u>

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets.

9) The investment policy of the Pension Board under the statutory investment restrictions imposed on the fund.

Investment Policy – See attachment

CERTIFICATION OF MUNICIPAL POLICE
PENSION FUND COMPLIANCE REPORT

The Board of Trustees of the Rock Island Police Pension Fund, based on information and belief, and to the best of our knowledge, hereby certify pursuant to 3-143 of the Illinois Pension Code 40 ILCS 5/3-143, that the preceding report is true and accurate.

Adopted this 23 day of October, 2024

President

[Signature]

Date

10/25/24

Secretary

[Signature]

Date

10/23/24

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND

INVESTMENT POLICY STATEMENT

Policy Number: PP-2021-08

Adopted December 17, 2021

Last Revised April 14, 2023

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I. BACKGROUND AND PURPOSE

The Illinois Police Officers' Pension Investment Fund (IPOPIF or the Fund) was created by Illinois Public Act 101-0610 to consolidate the Article 3 police pension funds to streamline investments and eliminate unnecessary and redundant administrative costs, thereby ensuring assets are available to fund pension benefits for the beneficiaries of the participating pension funds as defined in 40 ILCS 5/ 22B-105.

This "Investment Policy Statement" (IPS or Policy) provides objectives, guidelines, procedures, and performance standards for the investment of the assets of the Fund. The Policy represents the formal document governing the investment of the Fund's assets.

II. INVESTMENT OBJECTIVES

1. To ensure the assets of the Fund are invested with the care, skill, prudence, and diligence that a prudent person acting in a like capacity would undertake.
2. To earn a long-term, net-of-fees, investment return that meets or exceeds the actuarial assumed rate of return and the return of the Policy Benchmark consistent with the risk level expected from the asset allocation.
3. To ensure the assets of the Fund are invested in a manner that minimizes and controls the costs incurred in administering and managing the assets.

III. INVESTMENT PHILOSOPHY

This section outlines the core beliefs and long-term acknowledgements that will guide the IPOPIF investment program.

1. A well-defined governance structure with clearly delineated responsibilities is critical in achieving consistent, long-term performance objectives.
2. The strategic asset allocation determines the risk-reward profile of the portfolio and is the primary driver of overall portfolio performance and volatility. Key considerations include, but are not limited to, the following:
 - a. Asset allocation has a greater effect on return variability than asset class investment structure or investment manager selection.
 - b. Understanding expected performance variance and being steadfast in the face of negative returns is critical to long-term success.
 - c. Disciplined portfolio rebalancing is a key aspect of prudent long-term asset allocation policy.
3. Risk is multifaceted and will be evaluated holistically, incorporating quantitative measures and qualitative assessments. Risk considerations include, but are not limited to, the following:
 - a. Key pension plan risk factors include mortality, inflation, and investment returns.
 - b. Portfolio diversification across different asset classes, regions and risk factors reduces risk and increases risk-adjusted returns over the long-term.
 - c. Leverage can be an effective tool to enhance diversification and control risk.

- d. Uncompensated risk should be minimized.
 - e. Generating positive investment returns requires recognizing and accepting non-diversifiable risk. Not taking enough risk is risky; therefore, IPOPIF will accept a prudent level of risk in pursuit of its enterprise objectives.
4. Liquidity is a risk factor and a source of return.
- a. The Fund should possess sufficient liquidity to meet expected cash needs under normal and stress scenarios.
 - b. Illiquid investments should be considered if the expected return provides attractive compensation for the loss of liquidity.
5. The opportunity for active manager risk-adjusted outperformance (alpha) is not uniformly distributed across asset classes or strategies. Active strategies are preferred only when there is strong conviction that they can be expected to add alpha, net of fees. Otherwise, passive strategies are preferred.
6. Investment costs will be monitored and minimized within the context of maximizing net return. The goal is not low fees, but rather maximum returns, net of fees.
- a. Performance-based fee structures with a low base rate and a cap on participation may be appropriate and promote alignment of interests.
 - b. The Fund will negotiate aggressively for the lowest fees and will seek most-favored nation clauses where appropriate.

IV. ROLES AND RESPONSIBILITIES

A. FIDUCIARY RESPONSIBILITY

1. A person is a "fiduciary" with respect to the Fund to the extent that the person:
 - a. exercises any discretionary authority or discretionary control respecting management of the Fund, or exercises any authority or control respecting management or disposition of its assets; or
 - b. renders investment advice or renders advice on the selection of fiduciaries for a fee or other compensation, direct or indirect, with respect to any moneys or other property of the Fund or has any authority or responsibility to do so; or
 - c. has any discretionary authority or discretionary responsibility in the administration of the Fund.
2. All fiduciaries to the Fund shall conduct their responsibilities with the care, skill, prudence, and diligence under the circumstances then prevailing which a prudent person familiar with these matters and acting in a like capacity would use in the conduct of an activity of like character and purpose. Fiduciaries, their employees, agents, and designees shall discharge their duties with respect to the Fund solely in the interest of the participants and beneficiaries of the Fund.

B. THE BOARD OF TRUSTEES

The Board of Trustees (the Board), the members of which are fiduciaries to the Fund, has ultimate responsibility for the success and safety of the investment program. The responsibilities of the Board include, but are not limited to, the following:

1. Determining a prudent level of risk to accept in order to achieve investment objectives.
2. Adopting an asset allocation that prudently diversifies investment risk and maximizes expected return consistent with risk tolerance.
3. Reviewing and adopting the investment policy during the first calendar quarter of each year and as otherwise required.
4. Approving the selection and termination of investment service providers.
5. Monitoring and evaluating the investment performance of the Fund and ensuring the risk profile is consistent with Policy objectives.
6. Monitoring and evaluating investment expenses.
7. Establishing the responsibilities of, and evaluating the performance of, investment staff, advisors, and consultants.

C. CHIEF INVESTMENT OFFICER

The Chief Investment Officer (CIO) is a fiduciary to the Fund and is responsible for the day-to-day operation and oversight of Fund investments under policy guidance from the Board. The CIO will work closely with the Executive Director, Investment Consultant, and investment staff to carry out the duties and responsibilities of this role. Specific responsibilities of the CIO include, but are not limited to, the following:

1. Recommending a prudent level of risk to accept in order to achieve investment objectives.
2. Recommending an asset allocation that prudently diversifies investment risk and maximizes expected return consistent with risk tolerance.
3. Recommending an investment policy.
4. Recommending the search, selection, and termination of investment service providers needed to implement the investment program.
5. Monitoring and evaluating the investment performance of the Fund and ensuring the risk profile is consistent with Policy objectives.
6. Monitoring and evaluating investment expenses.
7. Monitoring and evaluating investment service providers.
8. Developing proposals to enhance the investment program.
9. Ensuring the Fund has adequate liquidity to meet cash flow needs and coordinating the investment of cash contributions and distributions.
10. Monitoring investment allocation and coordinating rebalancing in accordance with the Policy.
11. Reporting to the Board at least quarterly regarding investment activity and performance.

12. Managing the IPOPIF investment staff.

D. INVESTMENT CONSULTANT

The Investment Consultant is a fiduciary to the Fund and provides information, analysis, and advice to the Board, CIO, and investment staff to assist them in implementing the investment program and monitoring and evaluating Fund investments. The Investment Consultant will work closely with the CIO but is required to provide an independent perspective to the Board. Specific responsibilities of the Investment Consultant include, but are not limited to, the following.

1. Assisting in the development, implementation, and evaluation of the Investment Policy and asset allocation.
2. Assisting in the development, implementation, and evaluation of an investment manager structure that provides appropriate diversification with respect to the number and types of investment managers retained.
3. Making recommendations regarding the identification of appropriate market benchmarks and peer groups against which each investment option should be evaluated.
4. Assisting in the search process for investment service providers.
5. Producing quarterly reports to assist in evaluating the investment plan, risk, and performance. In conjunction with these reports, the Investment Consultant will provide recommendations for action when appropriate or when requested.
6. Monitoring the investment managers and investment products employed by the Fund on an on-going basis and informing the CIO and Board, as appropriate, of any developments that might impact performance of Fund investments.
7. Educating investment staff and the Board, as appropriate, on investment issues that could impact the Fund.

E. CUSTODIAN

The Custodian has three primary responsibilities, namely: (1) safekeeping of assets – custody, pricing, and accounting, and reporting of assets owned by the Fund; (2) trade processing – track and reconcile assets that are acquired and disposed; and (3) asset servicing – maintain all economic benefits of ownership including income collection, corporate actions, and proxy notification issues. Specific responsibilities of the Custodian include, but are not limited to, the following.

1. Safekeeping services for investment securities.
2. Timely settlement of securities transactions.
3. Proper pricing of investment securities.
4. Timely collection of income.
5. Prompt and accurate administration of corporate actions, including proxy notifications.
6. Direct, accurate daily communications with investment managers to ensure trades are correct and confirmed.
7. Proactive reconciliation with investment managers.

8. Value allocation for each Article 3 pension fund account.
9. Monthly and annual reporting for IPOPIF and uniform reporting for all Article 3 pension fund accounts.
10. Immediate communication with the CIO regarding any concerns or issues with respect to services provided by the Custodian.
11. Support for annual and regulatory reporting, including working with IPOPIF auditors.
12. Governance reporting to ensure service level metrics and expectations are being met.

F. INVESTMENT ADVISORS/MANAGERS

In accordance with the Illinois Pension Code, the Board may appoint investment advisors (herein also referred to as “Investment Managers”) to manage (including the power to acquire or dispose of) the assets of the Fund. The specific duties and responsibilities of each Investment Manager include, but are not limited to, the following.

1. The investment advisor(s) must acknowledge in writing that it is a fiduciary with respect to the Fund and must be at least one of the following:
 - a. registered as an investment adviser under the federal Investment Advisers Act of 1940 (15 U.S.C. 80b-1, et seq.);
 - b. registered as an investment adviser under the Illinois Securities Law of 1953;
 - c. a bank, as defined in the Investment Advisers Act of 1940; or
 - d. an insurance company authorized to transact business in this State.
2. Managing those assets of the Fund that are under the supervision of the Investment Manager in accordance with the Investment Management Agreement or other governing document between IPOPIF and the Investment Manager.
3. Exercising investment discretion regarding buying, managing, and selling Fund assets under the supervision of the Investment Manager, subject to any limitations contained in the Investment Management Agreement or other governing document between IPOPIF and the Investment Manager.
4. Directing all trading on the portfolio(s) that it manages on a best execution basis. Soft-dollar trades are prohibited, unless expressly authorized under the Investment Management Agreement. (Soft dollar refers to a method of paying brokers for non-trading services, such as research, through trading commissions.)
5. Voting proxies on all securities held. All proxies will be voted exclusively in the best interests of the Fund. Investment managers who vote proxies will maintain written policies for proxy voting and keep a proper record of all proxies to which the Fund is entitled. A written report will be provided annually to the CIO and Investment Consultant.
6. Providing written reports to the CIO and Investment Consultant on at least a quarterly basis, detailing performance for the most recent period, gross and net of all fees.
7. Informing staff and the Investment Consultant, as soon as practical, in writing of any breach of the Investment Manager’s investment guidelines, its Agreement with the Fund,

regulatory standards, and ethics policies.

8. Informing staff and the Investment Consultant as soon as practical, in writing, of any significant changes in the ownership, organizational structure, financial condition, personnel staffing, or other material changes at the firm; and
9. Increasing the utilization of Minority/Women/Disabled/Veteran Owned Broker Dealers. Appendix B2 details minority brokerage goals and responsibilities.
10. The Fund may utilize pooled funds (e.g., mutual funds, commingled funds, collective trusts, limited partnerships) that are generally aligned with this Policy when selected. However, pooled funds are controlled by their specific governing documents and are not customizable; therefore, it may not be feasible to require that such pooled funds adhere strictly to this Investment Policy. Any manager of a pooled fund shall inform IPOPIF if the investment policies, objectives, or guidelines of any such fund undergo material changes.

G. SECURITIES LENDING PROVIDER

The Board may authorize the use of a securities lending provider, which refers to any third-party firm (Agent) that lends the assets of the Fund to other parties in exchange for collateral and interest income. Cash collateral received from securities borrowers will be deposited upon receipt in an approved short-term investment vehicle or vehicles. The Agent may lend financial securities and shall have full discretion over the selection of borrowers and shall continually review the creditworthiness of potential borrowers through extensive analysis of publicly available information and any other material available to them. All loans shall be fully collateralized with cash, government securities, or irrevocable bank letters of credit. Initial collateral levels equal to a percentage of the market value of the borrowed securities shall not be less than 102% plus accrued interest. Securities on loan should be marked-to-market on a daily basis to assess adequacy of collateralization. The Agent shall provide periodic performance reports to the Investment Staff and Investment Consultant. The securities lending program should in no way inhibit the portfolio management activities of the Fund's investment managers.

V. INVESTMENT STRUCTURE

A. ASSET CATEGORIES AND CLASSES

IPOPIF investments shall be prudently diversified to optimize expected return and control risks. Assets can generally be categorized into four functional categories of Growth, Income, Inflation Protection, and Risk Mitigation. Each category can include multiple asset classes, representing different types of investments that can provide diversification within each functional category. Asset category and class descriptions are detailed in Appendix A1.

B. ASSET ALLOCATION

The asset allocation establishes target weights for each asset class and is designed to maximize the long-term expected return of the Fund within an acceptable risk tolerance while providing liquidity to meet program liabilities. The asset allocation is a key determinant of investment performance. The Asset Allocation is detailed in Appendix A2.

C. INVESTMENT MANAGER STRUCTURE

The investment manager structure establishes the investment manager roles that will be used to implement the asset allocation. The investment manager structure will employ the minimum number of managers necessary to assure appropriate diversification. The following guidelines will limit active manager concentration unless an exception is specifically authorized by the Board.

1. The maximum allocation to a single active manager is 12% of the Plan.
2. The maximum allocation to a single active management product is 8% of the Plan.
3. No investment with any single investment strategy may exceed 10% of that manager's total assets under management for that strategy.
4. There is no specified limitation for passive managers or products but diversifying alternatives should be considered when adding passive exposure.

D. REBALANCING POLICY

1. Rebalancing is the process of realigning investment weights toward targets to maintain the desired asset allocation.
2. Rebalancing ranges are detailed in Appendix A2, Asset Allocation.
3. The CIO has the responsibility and authority to rebalance the Fund in accordance with this Policy.
4. The CIO and the Investment Consultant shall review asset allocations at least quarterly or as appropriate during periods of significant market volatility.
5. Cash contributions to and withdrawals from the Fund may be used to move investment weights towards targets.
6. When asset allocations exceed the prescribed limits, or when deemed prudent by the CIO, with the advice of the Investment Consultant, Fund assets may be rebalanced to the target levels or to some point within the target range. No rebalancing action is automatically required if an asset class weight reaches a rebalancing limit. However, the CIO shall document the rationale for not acting if an allocation falls outside of the rebalancing range.
7. Rebalancing to targets will be considered at least annually by the CIO, with the advice of the Investment Consultant.
8. Rebalancing activity shall be reported at the next meeting of the Board.

E. TRANSITION MANAGEMENT

1. Transition management is the process of managing changes to an investment fund's portfolio of assets with an objective of reducing unnecessary cost and uncompensated risk.
2. IPOPIF shall maintain a pool of qualified transition management firms, which may be utilized to minimize the costs of asset transfers. Transition manager utilization should be considered for asset transfers but is not required if the CIO, with advice from the Consultant, believes the transition can be more effectively implemented using approved

investment managers.

3. A transition plan shall be developed by the transition manager or investment manager and reviewed with investment staff prior to the transition.
4. A post-trade analysis shall be documented by the transition manager or investment manager and reviewed with investment staff.
5. Transition activity and costs shall be reported at the next meeting of the Board.

F. PERFORMANCE BENCHMARKS

Fund performance will be evaluated against a “Broad Benchmark” of global stocks and bonds and a “Policy Benchmark” reflecting a market index or equivalent for each asset class, weighted in accordance with the current target allocations. Over a full market cycle (typically three-to-five-years), the Fund is expected to generate returns, after payment of all fees and expenses, which exceed the Broad Benchmark and the Policy Benchmark. Performance Benchmarks are detailed in Appendix A3.

VI. INVESTMENT MANAGER SELECTION, MONITORING, AND EVALUATION

A. INVESTMENT MANAGER SELECTION

1. Investment Manager selection shall be governed by the Procurement of Investment Services Policy, IPOPIF Policy number PP-2021-07.
2. Pursuant to 40 ILCS 5/1A-108, the Fund recognizes that it is the public policy of the State of Illinois to promote the economy of Illinois through the use of economic opportunity investments to the greatest extent feasible within the bounds of financial and fiduciary prudence.

B. MANAGER MONITORING AND EVALUATION

Investment Staff and the Investment Consultant will evaluate each Investment Manager from a qualitative and quantitative standpoint on a quarterly basis.

1. Qualitative factors include, but are not limited to, the following.
 - a. Ownership changes or departure of key personnel.
 - b. Assets under management at the firm and product level.
 - c. Conflicts of interest.
 - d. Changes in investment strategy.
 - e. Material litigation or regulatory challenges involving the Investment Manager.
 - f. Material client-servicing problems.
 - g. Minority brokerage utilization.
2. Quantitative Review.
 - a. Long-term performance standards should measure an Investment Manager’s

- performance using rolling returns across multiple trailing time periods (e.g., 1-year, 3-year, and 5-year) in relation to the mutually agreed upon performance index.
- b. Shorter-term performance will be measured in relation to an appropriate style index and “Peer Group.” Each Investment Manager is to be measured against the median return of a peer group of investment managers with similar investment styles.
 - c. Managers are expected to maintain their stated investment style and philosophy. Quantitative measures of investment style and philosophy include style mapping, style attribution analysis, and tracking error relative to the benchmark.
3. Investment Staff and the Investment Consultant will review Investment Manager performance with the Board on a quarterly basis.
- a. Investment staff shall identify investment managers of concern, report the material issues, and provide an analysis supporting the CIO’s recommendation.
 - b. While past performance is not a reliable predictor of future results, the following criteria shall warrant review by the Board of Trustees:
 - i. Four consecutive quarters in which the manager underperforms its benchmark index for the trailing three-year and five-year periods.
 - ii. Two consecutive quarters in which the manager underperforms its Peer Group for the trailing three-year and five-year periods.

VII. PROXY VOTING POLICY

Proxies refers to the process of voting as a shareholder on corporate issues without being physically present at the meeting. Shareholders may also vote on corporate issues in person. The Board recognizes that the right to vote on corporate issues is a Fund asset and affirms its fiduciary responsibility to ensure that the Fund’s shareholder votes and proxies are voted in the best interests of the Fund. The Board delegates this responsibility to its fiduciary investment managers, who are best positioned to understand the voting issues. Investment managers shall report proxy voting activity annually to the CIO and the Investment Consultant. In the absence of an assigned investment manager, the Chief Investment Officer shall vote proxies in the best interest of the Fund and will use their professional judgement regarding when to seek Board guidance.

VIII. POLICIES INCORPORATED BY REFERENCE

The following IPOPIF Policies are incorporated into the Investment Policy Statement by reference:

PP-2021-07 Procurement of Investment Services Policy

AR-2021-02 Transfer of Assets Rule

AR-2022-01 Valuation and Cost Rule

PP-2022-01 Cash Management Policy

IX. POLICY ADOPTION

The Investment Policy was originally adopted by the IPOPIF Board of Trustees on December 17, 2021. The dates of subsequent review and adoption shall be recorded below.

October 14, 2022 – reviewed and adopted

February 2, 2023 – reviewed and adopted

April 14, 2023 – updated short-term asset allocation

Appendix A1 – ASSET CLASS DESCRIPTIONS

A. Growth Assets

1. Role: Capital appreciation, primary driver of long-term total return
2. Investment Approach: Growth assets generally represent equity or equity-like interests in current and future income streams and capture long-term economic growth trends throughout the world.
3. Risk Factors
 - a. The cost of the high expected long-term returns is higher expected volatility.
 - b. Growth assets are highly sensitive to economic conditions and are subject to potential loss during economic downturns, rising/unexpected inflation, and rising interest rates.
 - c. Foreign currency volatility can be a source of risk and return for non-US exposure.
 - d. Liquidity is a key benefit of public equities as stocks can be traded daily. Illiquidity is a key risk factor for private equity.
4. Representative Asset Classes
 - a. **US Equity** represents publicly traded stock holdings of companies located in the United States.
 - b. **Non-US Equity** represents publicly traded stock holdings of companies located outside of the United States. Non-US equity provides diversification through exposure to international economies and currencies. Non-US equity can be segregated by **developed** and **emerging markets** (economies). Emerging markets equity is expected to capture the higher economic growth of emerging economies and provide higher long-term returns than developed market equities coupled with higher volatility.
 - c. **Global Equity** removes regional constraints allowing investment in US and non-US companies.
 - d. Public equities may also be categorized by company capitalization (size) with **smaller companies** historically experiencing higher returns and volatility. Active management has fared better in the small company environment, where information is typically evaluated by fewer analysts.
 - e. **Private Equity** refers to investments in private companies (direct investments) or funds that hold investments in private companies or securities that are not typically traded in the public markets. Frequently these investments need “patient” capital to allow time for growth potential to be realized through a combination of capital investment, management initiatives, or market development. Private equity is expected to provide higher long-term returns than public equity, but illiquidity is a key risk due to contractual commitments to fund capital on demand and term structures that allow holding that capital for several years to allow time for value creation.

B. Income Assets

1. Role: Current income and moderate long-term appreciation
2. Investment Approach: Income assets are generally fixed claims on assets or income streams of an issuer (e.g., government, corporation, asset-backed securities).
3. Risk Factors:
 - a. Income assets are subject to the failure of the borrower to make timely payments of interest and principal (credit risk) and the price volatility related to credit risk. Bonds with greater credit risk (i.e., bonds with lower credit ratings) are typically less liquid than higher quality bonds.
 - b. Income assets are also susceptible to interest rate (duration) risk where higher market interest rates reduce their value. Longer maturities have relatively higher interest rate risk.
4. Representative Asset Classes
 - a. **Bank Loans** are similar to high yield bonds in that both represent debt issuers with higher credit risk. Compared to high-yield bonds, bank loans typically have higher seniority in the capital structure, which has historically resulted in much higher recovery following default.
 - b. **High Yield Debt** refers to bonds with higher credit risk and lower credit ratings than investment-grade corporate bonds, Treasury bonds, and municipal bonds. Because of the higher risk of default, these bonds pay a higher yield than investment grade bonds.
 - c. **Emerging Markets Debt (EMD)** refers to bonds issued by developing countries or corporations based in developing countries. EMD bonds can be denominated in U.S. Dollars or local currency. The primary risk factor is credit quality, but interest rates and foreign currency fluctuations are also factors.
 - d. **Private Debt** refers to non-bank direct lending arrangements. Features are similar to bank loans with somewhat higher credit risk and yields. Investments are typically structured in a private market vehicle with limited liquidity.

C. Inflation Protection (Real Assets)

1. Role: Current income, inflation protection, diversification
2. Investment Approach: Generally, ownership in physical assets
3. Risk Factors: Real Assets may not provide the desired inflation protection. Loss of principal is also a risk. Real Estate, Natural Resources, and Infrastructure are typically accessed through private investment vehicles with constrained liquidity similar to that discussed for Private Equity.
4. Representative Asset Classes
 - a. **Real Estate** includes investments in office buildings, apartments, hotels, industrial warehouses, retail, and other specialty property types, as well as raw land, and development projects.

- b. **Natural Resources** broadly refers to anything mined or collected in raw form but may include assets subject to further processing. Typical assets include agriculture, timber, minerals, and metals.
- c. **Infrastructure** refers to investments in physical systems that support world economies. Typical investments include transportation, communication, and utilities (electricity, gas, water, sewage).
- d. **REITs** or Real Estate Investment Trusts are publicly traded companies that own Real Estate. REITs benefit from the daily liquidity consistent with a publicly traded stock, but also suffer from relatively high volatility and higher correlation to publicly traded equity.
- e. **TIPS** refers to United States Treasury Inflation-Protected Securities which provide protection against inflation. The principal of a TIPS increases with inflation and decreases with deflation, as measured by the Consumer Price Index. At maturity TIPS pay the adjusted principal or original principal, whichever is greater.

D. Risk Mitigation

- 1. Role: Liquidity to fund benefit payments and other cash flow needs, capital preservation, modest current income, diversification to growth assets
- 2. Investment Approach: Cash equivalents or high-quality domestic bonds
- 3. Risk Factors: Risks are substantially lower for risk mitigation assets but may include modest exposure to credit or interest rates (duration).
- 4. Representative Asset Classes
 - a. **Cash Equivalents** are the safest possible investment with no volatility and minimal return.
 - b. **Short Term Investment Grade Bonds** have moderate interest rate risk.
 - c. **Investment Grade Bonds** including bonds and notes issued by the **U.S. Treasury**, U.S. Government Agencies, state and local municipalities, corporations, or other issuers with similar conservative risk profiles. Risk factors include duration and credit. **Core Fixed Income** refers to a combination of government and corporate bonds and other fixed income instruments reflective of the U.S. fixed income opportunity set. **Core Plus Fixed Income** is similar to core but adds somewhat riskier investments, such as high-yield debt and asset-backed securities to boost yield. However, the overall risk profile of Core Plus remains relatively benign.

Appendix A2 – ASSET ALLOCATION

The IPOPIF has adopted short-term and long-term asset allocation targets. Short-term targets are necessary to accommodate the initial IPOPIF transition and the subsequent buildout of diversified strategies, including private market investments. Short-term targets and rebalancing ranges will be updated periodically, with Board approval, as new investments move the allocation toward the long-term targets. Rebalancing and the Policy Benchmark will be based on short-term targets. Rebalancing ranges are not included where liquidity constraints prevent rebalancing.

IPOPIF Asset Allocation	Short-term				Long-term Target Allocation
	Target Allocation	Rebalancing Range			
Asset Classes		Band	Lower	Upper	
Growth	58.0%	10.0%	53.0%	63.0%	65.0%
US Large	23.0%	4.0%	21.0%	25.0%	23.0%
US Small	5.0%	2.0%	4.0%	6.0%	5.0%
International Developed	18.0%	4.0%	16.0%	20.0%	18.0%
International Developed Small	5.0%	2.0%	4.0%	6.0%	5.0%
Emerging Markets	7.0%	2.0%	6.0%	8.0%	7.0%
Private Equity (Direct)	0.0%	N/A	N/A	N/A	7.0%
Income	16.0%	4.0%	14.0%	18.0%	14.0%
Bank Loans	0.0%	N/A	N/A	N/A	3.0%
High Yield Corp. Credit	10.0%	2.0%	9.0%	11.0%	3.0%
Emerging Market Debt	6.0%	2.0%	5.0%	7.0%	3.0%
Private Credit	0.0%	N/A	N/A	N/A	5.0%
Inflation Protection	9.0%	4.0%	7.0%	11.0%	11.0%
US TIPS	3.0%	2.0%	2.0%	4.0%	3.0%
REITs	4.0%	2.0%	3.0%	5.0%	0.0%
Real Estate/Infrastructure	2.0%	N/A	N/A	N/A	8.0%
Risk Mitigation	17.0%	8.0%	13.0%	21.0%	10.0%
Cash	1.0%	2.0%	0.0%	2.0%	1.0%
Short-Term Gov't/Credit	13.0%	4.0%	11.0%	15.0%	3.0%
US Treasury	0.0%	N/A	N/A	N/A	3.0%
Core Fixed Income	3.0%	2.0%	2.0%	4.0%	0.0%
Core Plus Fixed Income	0.0%	N/A	N/A	N/A	3.0%
Total	100.0%				100.0%

Appendix A3 – PERFORMANCE BENCHMARKS

Fund investment performance will be evaluated against a "Broad Benchmark" of global stocks and bonds and a "Policy Benchmark" reflecting a market index or equivalent for each asset class, weighted in accordance with the current target allocation. Over a full market cycle (typically three-to-five-years), the Fund is expected to generate returns, after payment of all fees and expenses, which exceed the Broad Benchmark and the Policy Benchmark. Performance Benchmarks are detailed below.

Policy Benchmark – Short-Term Allocation

Asset Class	Policy Benchmark	Weight
Cash	91 day T-Bills	1.0%
Short-Term Bonds	Bloomberg US Gov/Credit 1-3 year	13.0%
Core Bonds	Bloomberg US Aggregate	3.0%
US TIPS	Bloomberg US TIPS 0-5 Years	3.0%
US Treasury	Bloomberg US Treasury 7-10 Years	0.0% ¹
Bank Loans	Credit Suisse Leveraged Loan	0.0% ¹
High Yield Debt	Bloomberg US Corporate High Yield	10.0%
Emerging Markets Debt	JPM EMBI Global Diversified	6.0%
Private Credit	Actual Returns	0.0% ¹
US Large Cap Equity	Russell 1000	23.0%
US Small Cap Equity	Russell 2000	5.0%
Developed Int'l Equity	MSCI World ex-US Net ²	18.0%
Developed Int'l Small Cap Equity	MSCI World ex-US Small Cap Net ²	5.0%
Emerging Markets Equity	MSCI Emerging Markets Net ²	7.0%
Private Equity	Actual Returns	0.0% ¹
REITs	Wilshire US REIT	4.0%
Core Real Estate	NFI-ODCE equal-weight	2.0%
Private Real Estate / Infrastructure	Actual Returns	0.0% ¹
Total		100.0%

¹US Treasury, Bank Loans, and Private Markets Investments each have long-term allocation weights and are included in the Policy Benchmark table for reference.

² Net: Total Net Return including dividends and net of withholding taxes

Broad Benchmark

	Index	Weight
Global Equity	MSCI All Country World Index, Investible Market Index, USD (ACWI IMI)	70%
Fixed Income	Bloomberg Multiverse Total Return Index, Unhedged, USD	30%

Appendix B1 – MWDBE INVESTMENT MANAGER UTILIZATION POLICY**A. Definitions**

1. “Emerging Investment Manager,” as defined in Section 1-109.1(4) of the Illinois Pension Code, means a qualified Investment Adviser that manages an investment portfolio of at least \$10,000,000 but less than \$10,000,000,000 and is a MWDBE.
2. MWDBE means a Minority-Owned Business, Women-Owned Business, or Business Owned by Person with a Disability, as those terms are defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act, 30 ILCS 575/2, as amended.
3. “MWDBE Investment Manager” means a qualified Investment Adviser that manages an investment portfolio and is a MWDBE.

B. Emerging Manager Goals

It is the policy of the IPOPIF to utilize Emerging Investment Managers to the greatest extent feasible within the bounds of financial and fiduciary prudence. In accordance with 40 ILCS 5/1-109.1(4), the Board has set forth the following quantifiable goals for percentage of total assets under management to be managed by Emerging Investment Managers:

		Ownership			
		Minority	Women	Disabled	Total
Asset Classes	Equity	9%	9%	2%	20%
	Fixed Income	9%	9%	2%	20%
	Alternatives	9%	9%	2%	20%
	Total	9%	9%	2%	20%

C. MWDBE Manager Goals

It is the policy of the IPOPIF to utilize MWDBE Investment Managers to the greatest extent feasible within the bounds of financial and fiduciary prudence. In accordance with 40 ILCS 5/1-109.1(9), the Board has set forth the following quantifiable goals for percentage of total assets under management managed by MWDBE Investment Managers:

Ownership			
Minority	Women	Disabled	Total
9%	9%	2%	20%

In accordance with 40 ILCS 5/1-109.1(10), it is the aspirational goal for the IPOPIF use MWDBE Investment Managers for not less than 20% of the total assets under management. It is also IPOPIF’s aspirational goal that not less than 20% of Investment Managers be minorities, women, and persons with disabilities, as those terms are defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act.

D. Certification

Emerging or MWDBE Investment Advisers shall provide documentation establishing their status as an MWDBE. Preference shall be given to the appropriate certification from the State of Illinois as acceptable documentation. If such a certification is not available, the IPOPIF may consider other evidence, including certification by another state or a city.

E. Reporting

The Fund shall submit a report to the Governor and the General Assembly by January 1 of each year that includes this IPS and the following: (i) the names and addresses of the Emerging Investment Managers used, the percentage of the assets under the investment control of Emerging Investment Managers, and the actions the Fund has undertaken to increase the use of Emerging Investment Managers, including encouraging other Investment Managers to use Emerging Investment Managers as subcontractors when the opportunity arises and (ii) the specific actions undertaken to increase the use of Minority Broker-Dealers.

F. Review Requirement

The Board of Trustees shall review this Policy and associated goals annually.

Appendix B2 – MINORITY BROKER-DEALER POLICY

This Policy addresses the requirement of Section 1-109.1(7) of the Illinois Pension Code.

A. Definitions

1. "Minority Broker-Dealer" means a qualified broker-dealer who meets the definition of "minority-owned business", "women-owned business", or "business owned by a person with a disability", as those terms are defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act., 30 ILCS 575/2, as amended.
2. "Best Execution" means the best possible result taking into account all relevant considerations such as price, costs, speed, and likelihood of execution and settlement.

B. Goal

It is the goal of the IPOPIF that Investment Managers utilize Minority Broker-Dealers for **20%** of trades.

C. Best Execution Required

Investment Managers are always required to seek Best Execution.

D. Manager Reporting

1. Each Investment Manager shall report minority brokerage on a quarterly basis.
2. Equity manager reports are expected to include the following information:
 - a. Total shares traded and total commission dollars.
 - b. Minority brokerage shares traded and commission dollars.
 - c. Percentage of minority brokerage by shares and dollars.
3. Fixed income manager reports are expected to include the following information:
 - a. Total par value traded and average bid/ask spread.
 - b. Minority par value traded and average bid/ask spread.
 - c. Percentage of minority brokerage by par value traded.
4. All Investment Managers are encouraged to include a discussion of minority brokerage trends, obstacles, and initiatives to increase minority brokerage.

E. Review Requirement

The Board of Trustees shall review this Policy and associated goals annually.

Appendix B3 – FIDUCIARY DIVERSITY POLICY

This Policy addresses the requirement of Section 1-109.1(5) of the Illinois Pension Code.

It is the policy goal of the IPOPIF to increase the racial, ethnic, and gender diversity of its fiduciaries, including its consultants and senior staff. IPOPIF shall make its best efforts to ensure that the racial and ethnic makeup of its senior administrative staff represents the racial and ethnic makeup of its membership.

When procuring investment services, the IPOPIF shall encourage participation of businesses owned by minorities, women, and persons with disabilities to respond to requests for proposals and will also work to encourage majority firms acting as fiduciaries to hire and promote minorities, women, or persons with disabilities in senior staff and ownership positions.

Investment Managers shall be procured in the manner prescribed by the Procurement of Investment Services Policy, PP-2021-07. Policy goals to increase the utilization of investment management firms owned by minorities, women or persons with disabilities are addressed in Appendix B1 of this Investment Policy.

The Board of Trustees shall review this Policy and associated goals annually.

Appendix B4 – BUSINESSES DIVERSITY POLICY

This Policy addresses the requirement of Section 1-109.1(6) of the Illinois Pension Code.

It is IPOPIF's policy to utilize businesses owned by minorities, women, and persons with disabilities for all contracts and services, including investment-related contracts and services.

The Board of Trustees shall review this Policy annually.

Appendix B5 – ECONOMIC OPPORTUNITY

Pursuant to 40 ILCS 5/1A-108.5, the Fund recognizes that it is the public policy of the State of Illinois to promote the economy of Illinois through the use of economic opportunity investments to the greatest extent feasible within the bounds of financial and fiduciary prudence.

The Fund shall submit a report to the Governor and the General Assembly by September 1 of each year that identifies the economic opportunity investments made by the Fund, the primary location of the business or project, the percentage of the Fund's assets in economic opportunity investments, and the actions that the Fund has undertaken to increase the use of economic opportunity investments.

The Board of Trustees shall review this Policy annually.

Appendix B6 – SUSTAINABLE INVESTING

Pursuant to Sections 1-113.6 and 1-113.17 of the Illinois Pension Code, in evaluating investment decisions, the Fund will consider material, relevant, and decision-useful sustainability factors, within the bounds of financial and fiduciary prudence, as provided for under the Illinois Sustainable Investing Act, 30 ILCS 238/1, *et seq.*, which include but are not limited to:

- Corporate governance and leadership factors, such as the independence of boards and auditors, the expertise and competence of corporate boards and executives, systemic risk management practices, executive compensation structures, transparency and reporting, leadership diversity, regulatory and legal compliance, shareholder rights, and ethical conduct.
- Environmental factors that may have an adverse or positive financial impact on investment performance, such as greenhouse gas emissions, air quality, energy management, water and wastewater management, waste and hazardous materials management, and ecological impacts.
- Social capital factors that impact relationships with key outside parties, such as customers, local communities, the public, and the government, which may impact investment performance. Social capital factors include human rights, customer welfare, customer privacy, data security, access and affordability, selling practices and product labeling, community reinvestment, and community relations.
- Human capital factors that recognize that the workforce is an important asset to delivering long-term value, including factors such as labor practices, responsible contractor and responsible bidder policies, employee health and safety, employee engagement, diversity and inclusion, and incentives and compensation.
- Business model and innovation factors that reflect an ability to plan and forecast opportunities and risks, and whether a company can create long-term shareholder value, including factors such as supply chain management, materials sourcing and efficiency, business model resilience, product design and life cycle management, and physical impacts of climate change.

The Board of Trustees shall review this Policy annually.

CITY OF ROCK ISLAND, IL
FIREFIGHTER'S PENSION FUND

House Bill 5088 (Public Act 95-950) – Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023

The Firefighter's Pension Board certifies to the Board of Trustees of the City of Rock Island, Illinois on the condition of the Firefighter's Pension Fund at the end of its most recently completed fiscal year the following information:

1) The total assets of the fund and their current market value of assets:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Total Assets	<u>\$27,928,977</u>	<u>\$24,545,025</u>
Market Value	<u>\$27,928,977</u>	<u>\$24,545,025</u>

2) The estimated receipts during the next succeeding fiscal year from deductions from the salaries of Firefighter's officers and from other sources:

Estimated Receipts - Employee Contribution	<u>\$495,471</u>
Estimated Receipts - All Other Sources	
Investment Earnings	<u>\$1,550,000</u>
Municipal Contributions	<u>\$5,039,929</u>

3) The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 3 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:

(a) Pay all Pensions and Other Obligations	<u>\$6,197,446</u>
(b) Annual Requirement of the Fund as Determined by:	
Illinois Department of Insurance	<u>N/A</u>
Private Actuary	
Recommended Municipal Contribution	<u>\$5,405,512</u>
Statutory Municipal Contribution	<u>\$5,162,462</u>

- 4) The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	Current Fiscal Year	Preceding Fiscal Year
Net Income Received from Investment of Assets	<u>\$3,624,829</u>	<u>(\$3,606,825)</u>
Assumed Investment Return		
Illinois Department of Insurance	<u>NA</u>	<u>NA</u>
Private Actuary	<u>7.0%</u>	<u>7.0%</u>
Actual Investment Return	<u>14.53%</u>	<u>(12.93%)</u>

- 5) The total number of active employees who are financially contributing to the fund:

Number of Active Members:	<u>57</u>
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- 6) The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipts of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	<u>54</u>	<u>\$3,537,299</u>
(ii) Disability Pension	<u>10</u>	<u>\$477,030</u>
(iii) Survivors and Child Benefits	<u>26</u>	<u>\$1,107,233</u>
Totals	<u>90</u>	<u>\$5,121,562</u>

7) The funded ratio of the fund:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Illinois Department of Insurance	<u>NA</u>	<u>NA</u>
Private Actuary	<u>33.04%</u>	<u>32.26%</u>

8) The unfunded liability carried by the fund, along with the actuarial explanation of the unfunded liability:

Unfunded Liability:

Illinois Department of Insurance	<u>NA</u>	<u>NA</u>
Private Actuary		<u>\$58,150,076</u>

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets.

9) The investment policy of the Pension Board under the statutory investment restrictions imposed on the fund.

Investment Policy – See attachment

CERTIFICATION OF MUNICIPAL FIREFIGHTER'S
PENSION FUND COMPLIANCE REPORT

The Board of Trustees of the Rock Island Firefighter's Pension Fund, based on information and belief, and to the best of our knowledge, hereby certify pursuant to 3-143 of the Illinois Pension Code 40 ILCS 5/3-143, that the preceding report is true and accurate.

Adopted this 23 day of October, 2024

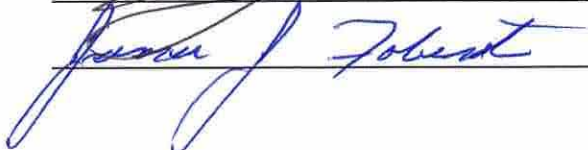
President



Date

10-23-2024

Secretary



Date

10/23/24



INVESTMENT POLICY

Adopted by the FPIF Board of Trustees:

June 17, 2022

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I. About

The Illinois Firefighters' Pension Investment Fund ("FPIF"), including its Board of Trustees (the "Board") and staff members (the "Staff"), is responsible for managing, investing, and reinvesting the assets of the Participating Pension Funds created pursuant to Article 4 of the Illinois Pension Code (40 ILCS 5/4 *et seq.*) as set forth in Article 5/22C of the Illinois Pension Code (40 ILCS 5/22C *et seq.*). The Board and staff have fiduciary responsibilities for managing and investing assets belonging to the Participating Pension Funds.

II. Purpose of the Investment Policy

The purpose of this Investment Policy is to formalize FPIF's investment objectives, policies, and procedures, as well as to provide broad operational direction to the Board, staff, agents, and representatives of FPIF with respect to the management of FPIF's assets.

III. Investment Objectives

The investment strategy of the Fund seeks to maximize the likelihood of meeting long-term return objectives, while (i) maintaining prudent risk exposure, (ii) controlling fees and expenses related to management of the Fund and (iii) complying with the governing provisions of the Illinois Pension Code (40 ILCS 5 *et seq.*) and other applicable laws and regulations. Long-term return objectives are based on an assumed rate of return as set forth by FPIF's actuary.

The Fund is managed with a long-term investment horizon and endeavors to maintain sufficient liquidity, as projected by Staff and the Member Systems, to meet disbursement needs.

IV. Investment Philosophy

FPIF invests for the long-term value of its beneficiaries and, therefore, does not evaluate managers or its portfolio exclusively through short-term (less than three years) performance metrics. The Board and Staff recognize that the diversification of funds across asset classes is the primary determinant of the Fund meeting its risk-adjusted return objective over time. Therefore, the Board, with input from Staff and investment service providers, sets target allocations (the "Targets") for the various asset classes and the portfolio is periodically rebalanced to continue to meet those Targets (the "Strategic Asset Allocation"). Upon establishment of a private markets portfolio, FPIF will seek to maintain a consistent commitment pacing model within the private markets portfolio to ensure appropriate vintage year diversification.

While certain pockets of market inefficiencies may exist, public securities markets tend to be efficient. Therefore, when making investment decisions, FPIF defaults to low-fee, passive strategies and evaluates active investment manager performance relative to appropriate benchmarks.

Active investment managers are considered for FPIF's portfolio when FPIF's retained investment professionals and Staff can (i) demonstrate that a manager can reasonably be expected to add value to the Fund through improved returns and/or mitigated risk (ii) demonstrate a track record of investment performance relative to appropriate benchmarks (iii) provide an opinion with regard to the reasonableness of the proposed investment management fees (iv) provide an informed thesis in support of the strategy and (v) express confidence to the Board in the investment manager's firm, personnel, investment process, and suitability for the Fund.

The Board determines the asset classes and high-level investment guidelines (the “Investment Guidelines”) pursuant to which the investment managers may invest. Within the bounds set by the Board, the Staff has discretion to refine guidelines and negotiate more favorable terms, subject to its fiduciary obligation to FPIF, in the best interests of the Fund’s beneficiaries and subject to applicable laws.

A. Strategic Asset Allocation

General. The Board, with input from Staff and investment service providers, sets the Strategic Asset Allocation. The Targets are to be reviewed and approved, at least, every five (5) years.

The Targets set forth in the Strategic Asset Allocation are expressed as a percentage of the Fund’s overall market value, with ranges of permissible variations. It is permissible for certain asset classes within the overall Fund’s Strategic Asset Allocation to deviate from the Targets during manager transitions, asset class restructurings and other temporary changes in the Fund’s portfolio.

Consistent with academic research on the futility of market timing, the Targets will not be changed in response to current market conditions or short-term projections.

The Board will approve the public market funding source (passive benchmark) for any shortfalls to target allocations in private market asset classes.

Rebalancing. Daily market movements, cash flows to and from the Participating Pension Funds, and other factors may lead to deviations from the Targets set forth in the Strategic Asset Allocation. The Board recognizes that failing to rebalance the Fund in line with the Strategic Asset Allocation could change the Fund’s risk exposure and expected returns. Therefore, the Board accords Staff discretion to take those rebalancing actions which, in the judgment of Staff, are consistent with this Investment Policy and in the best interest of the Fund. If Staff rebalances as a result of being outside of the permissible ranges, Staff will report the results of rebalancing activity to the Board at its next regularly scheduled meeting following such rebalancing.

Staff will rebalance assets to reconcile asset levels with the Targets. In rebalancing, Staff will consider (i) the cash flow needs of the Fund and Participating Pension Funds, (ii) relative proportion of overweight or underweight in each specific asset class, and (iii) trading costs. Staff will monitor asset class weights on a daily basis.

Interim Allocation

FPIF has established an interim liquid asset allocation for the near-term investment of its assets. The purpose of the interim liquid asset allocation is to allow FPIF to strategically deploy capital in a consistent manner upon receipt of assets from the Fund’s Member Systems, while taking into account existing market conditions, long-term return objectives, and a reasonable time frame to achieve long-term private market and alternative allocations.

Long Term Allocation

FPIF has established a long-term asset allocation for the ongoing management of the Fund. The long-term asset allocation reflects private market and alternative exposures, which FPIF will strive to achieve in the coming years.

Asset Allocation	Interim Asset Allocation (%)	Long-Term Asset Allocation (%)	Interim Ranges (%)	Long-Term Ranges (%)
Equity				
US Equity	36	25	+/- 5	+/- 16
Developed Market Equity (non-US)	19	13	+/- 4	+/- 10
Emerging Market Equity	10	7	+/- 3	+/- 6
Private Equity	0	10	+/- 10	+/- 10
Credit				
Public Credit	3	3	+/- 1	+/- 1
Private Credit	0	7	+/- 7	+/- 7
Rate Sensitive				
Core Fixed Income	12	9	+/- 3	+/- 6
Core Plus Fixed Income	12	9	+/- 3	+/- 6
Short-Term Treasuries	3	3	+/- 1	+/- 1
Real Assets				
Real Estate	5	10	+/- 2	+/- 7
Infrastructure	0	4	+/- 4	+/- 4

B. Performance Monitoring

Fund Level. The Board will evaluate the performance of the Fund relative to its return objectives, on at least a quarterly basis at its regularly scheduled meetings. Total Fund performance will be evaluated relative to a “custom benchmark” using weights of the returns of available market indices based on the Strategic Asset Allocation and net of all applicable fees.

The Fund’s ranking relative to its applicable peer universe shall be evaluated with consideration given to the Fund’s risk relative to that of the applicable peer universe.

Staff will periodically arrange education sessions on specific asset classes to assist the Board in monitoring market conditions and portfolio performance.

General Consultant. The General Consultant shall act as a fiduciary to FPIF. Services will include, but not be limited to, assistance in the selection, oversight, and on-going due diligence of the fund’s investment managers, investment performance reporting, asset allocation studies, and research as requested by the Board and/or Staff.

Benchmarking. Each investment manager shall have an established benchmark(s) included in its Investment Guidelines, against which performance will be measured. Benchmarks will be consistent with the managers’ investment portfolio. Performance will be evaluated net of all applicable fees on a (i) five-year basis, (ii) shorter and longer-term basis as appropriate, and (iii) dollar-weighted basis.

If performance or other matters dictate, investment managers may be added or removed from the Board’s Watch List at the Board’s discretion.

Each investment manager will provide performance reports and other updates related to its portfolio. Such reports should contain, at minimum: (i) performance versus the applicable benchmark(s), (ii) recent investments or commitments, and (iii) material organizational matters affecting such managers.

V. Risk Management

Investment Risk. In order to achieve the Assumed Rate of Return, the Fund must assume certain risks. The objective of the Fund's risk management is not to eliminate risk, but to ensure that market-based, strategic, and investment-specific risk is prudently managed across the Strategic Asset Allocation.

Operational Risk. Staff will implement internal procedures to minimize the risk of errors or fraud associated with transfers and to ensure financial reporting adheres to generally accepted accounting principles, or GAAP.

FPIF receives a SOC 1 Report (Systems and Organizational Controls Report) from its custodian on an annual basis. This report is based on a review of the entire control structure in place at the custodian. The review is performed by an external auditing firm. Any internal control weaknesses are identified and management's responses are documented in the SOC 1 Report.

FPIF's internal control processes in all areas of the organization are reviewed and updated on an annual basis. Internal control narratives are provided to external auditors as a part of the annual audit process, and the auditors test the controls by reviewing transactions in various areas. Any internal control weaknesses that are identified and management's responses are documented in FPIF's Annual Audit Report.

VI. Other

A. Statutory Requirements

The Fund shall be managed in accordance with the governing provisions of Illinois law. For current investment-related statutory requirements, please refer to 40 ILCS 5/1 and 40 ILCS 5/22C *et seq.*

State and federal lawmakers have adopted laws directing the behavior of public investors, such as FPIF, and from time to time such lawmakers will amend those laws. FPIF acknowledges that fulfilling its fiduciary duty is contingent upon compliance with those laws.

B. Diversity

FPIF's Diversity Policy seeks to increase access and opportunities for managers, brokers, and vendors owned by minorities, women, and persons with a disability.

For specific details, including numeric goals for emerging service provider utilization and FPIF's process in monitoring these service providers' status as emerging, please refer to FPIF's Diversity Policy.

C. Procurement

FPIF established a Procurement Policy for the selection and appointment of

Investment Services providers, including but not limited to investment managers, consultants, and custodians. For the current Procurement Policy, please refer to FPIF's website. For searches conducted by the Board and Staff related to Investment Service Providers, FPIF has a competitive proposal process. To see current and ongoing RFP's, please refer to FPIF's website.

D. Sustainability and Corporate Governance

Shareholder voting related to public equity securities held directly by FPIF is performed by FPIF's contracted proxy voting service provider. Votes are based on guidelines (the "Proxy Voting Guidelines") which will be adopted by the Board. Staff monitors FPIF's proxy votes and reports to the Board, as necessary.

Pursuant to 40 ILCS 5/1-113.6 and 1-113.17, FPIF shall include material, relevant, and decision-useful sustainability factors that will be considered by the Board, within the bounds of financial and fiduciary prudence, in evaluating investment decisions. These factors consist of but are not limited to:

- a. Corporate governance and leadership factors
- b. Environmental factors
- c. Social Capital factors
- d. Human capital factors
- e. Business model and innovation factors

In addition, FPIF's efforts will include the following:

- i. Periodic evaluation of sustainability factors to ensure the factors are relevant to the FPIF's investment portfolio and the evolving marketplace;
- ii. Periodic monitoring of investment managers to encourage implementation of the aforementioned factors.

E. Transition Management

Transition services are most commonly utilized in the movement of securities within the public markets portfolio. Transition management is defined as the professional management of trading out of one portfolio of marketable securities ("legacy portfolio") and into another portfolio of marketable securities ("target portfolio"), while controlling for the timeliness of trades, explicit and implicit costs, and market exposure relative to a predetermined benchmark.

Staff will monitor all costs associated with transition events. Such costs shall include, though not be limited to

- a. Commission Costs: Fees paid to brokers for execution of a transaction
- b. Bid/Ask Spread Cost: Amount by which the execution price exceeds the bid or ask price
- c. Market Impact: Effect that trading has on the market price of traded shares
- d. Opportunity Cost: Cost of market movements over the time it takes to trade

The Board's investment staff shall manage the transition manager bench selection process, in coordination with the Board's Consultant. The Board's transition management bench shall consist of no less than three Board approved transition managers. Each transition manager selected for the transition manager bench shall enter into a transition management agreement with the Board, which shall establish terms and conditions for the relationship.

The criteria for selecting a transition manager to execute a transition will vary, just as the circumstances and types of portfolios being transitioned will vary. Investment staff shall consider the fact that transition managers may over-emphasize the value that can be added by their trading desks. Further, investment staff shall also consider that a firm which offers inexpensive trade execution may be neglecting other important aspects of the transition. Staff shall also consider that a firm which focuses on maximizing crosses may accumulate excessive and unnecessary costs associated with time delays.

Prior to engaging in a transition, the Board's investment staff shall distribute a detailed transition work request to the transition manager bench, which shall include the following information, at a minimum: (i) a description of the specific need for the transition services, (ii) identification of the goals for the transition, (iii) custodial contact information, (iv) a request for a pre-trade analysis that estimates explicit (i.e., commissions, custody, taxes, duties, foreign exchange) and implicit (i.e., market impact, opportunity costs, bid/ask spread) costs of the transition. Transition managers on the bench shall submit specific proposals to investment staff based on the transition work request.

The Board's investment staff and Consultant shall review the proposals submitted by the transition manager pool and prudently craft a transition manager recommendation for the Executive Director's review, selecting the transition manager best suited to execute the particular transition. Each individual transition assignment established under a transition management agreement between the Board and a transition manager within the pool shall be documented in a transition work order, setting forth, at a minimum, the specific tasks, deliverables, schedules, and costs for the specific transition assignment. Each transition work order shall be subject to the terms of the transition manager's transition management agreement with the Board and incorporated as an attachment thereto. All transition work orders shall be approved in writing by the Executive Director or the Executive Director's designee. The Executive Director has the authority to execute the transition work order on the Board's behalf.

Investment staff shall evaluate each transition assignment, assessing the transition manager's performance, cost effectiveness, and implementation efficiency. The Board's Consultant may provide evaluation and reporting services regarding the performance of the Board's transition managers, as well as aid in the solicitation and evaluation of bids submitted by transition managers for specific transition.

F. Reporting: Additional Information

For the net asset balances and other financial information regarding the Fund, please refer to FPIF's most recent Financial Report on FPIF's website.

Memorandum

To: Rock Island City Council
From:
Subject: Report from the Mayor regarding the appointment of Randy Tweet as Third Ward Alderperson through April 2025.



Motion: Motion to approve the appointment as recommended.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

Per 65 ILCS 5/3.1-10-50 (e), Appointment to fill alderperson or trustee vacancy. An appointment by the mayor or president or acting mayor or acting president, as the case may be, of a qualified person as described in Section 3.1-10-5 of this Code to fill a vacancy in the office of alderperson or trustee must be made within 60 days after the vacancy occurs. Once the appointment of the qualified person has been forwarded to the corporate authorities, the corporate authorities shall act upon the appointment within 30 days. If the appointment fails to receive the advice and consent of the corporate authorities within 30 days, the mayor or president or acting mayor or acting president shall appoint and forward to the corporate authorities a second qualified person as described in Section 3.1-10-5. Once the appointment of the second qualified person has been forwarded to the corporate authorities, the corporate authorities shall act upon the appointment within 30 days. If the appointment of the second qualified person also fails to receive the advice and consent of the corporate authorities, then the mayor or president or acting mayor or acting president, without the advice and consent of the corporate authorities, may make a temporary appointment from those persons who were appointed but whose appointments failed to receive the advice and consent of the corporate authorities. The person receiving the temporary appointment shall serve until an appointment has received the advice and consent and the appointee has qualified or until a person has been elected and has qualified, whichever first occurs.

BIOGRAPHY:

A native of Rock Island, Randy Tweet graduated from Augustana College with his bachelor's degree in public administration. He then went on to serve in the U.S. Navy, retiring in 1998 after 18 years of service. While in the Navy he earned a master's degree in public administration from Auburn University.

Tweet was hired by the City in 2000 as an information management project manager and in 2003 was transferred to the public works department. He was appointed public works director in 2013 and then served as city manager from 2016 until his retirement in 2021.

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

It is the recommendation of the Mayor to approve the appointment Randy Tweet as 3rd Ward Alderperson.

Submitted by: Samantha Gange, City Clerk

Approved by:

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Traffic Engineering Committee regarding a request from Modern Woodman of America to place five of their parking lots under City ordinance (Section 9-42) control. (First Reading)

Motion: Motion to consider the ordinance.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The Traffic Engineering Committee received a request from Shea Doyle, Modern Woodman of American, to place five of their parking lots under City ordinance (Section 9-42) control.

The parking lot locations are 2013 2nd Avenue (Parcel 0735218001); 1701 1st Avenue (Parcel 0735100001); 100 17th Street (Parcel 0735106001); 101 17th Street (Parcel 0735201001) and 112 18th Street (Parcel 0735201002); and 114 17th Street (Parcel 0735105003) and 1620 1st Avenue (Parcel 0735105002).

Previous Council Action (if any):

Budget Impact:

There is no cost to the city. The property owner must post the required warning signs and pay an annual fee of \$150.00 for each parking lot to the city. The ordinance is only enforced when the signs are posted and a representative of the property owner identifies the illegally parked vehicles.

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

The Traffic Engineering Committee recommends that the City Council approve the request and consider the ordinance.

Submitted by: Michelle Martin, Manager

Approved by:

**A SPECIAL ORDINANCE
REGULATING PARKING ON CERTAIN PRIVATE PROPERTY
IN THE CITY OF ROCK ISLAND, ILLINOIS**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROCK ISLAND, ILLINOIS:

Section One. No person, firm or corporation shall park a motor vehicle at the location of the parking lots of Modern Woodman of American, 2013 2nd Avenue; 1701 1st Avenue; 100 17th Street; 101 17th Street and 112 18th Street; and 114 17th Street and 1620 1st Avenue, without the consent of the property owner.

Section Two. The owner of said property shall pay an annual fee of One Hundred-Fifty Dollars (\$150.00) to the City of Rock Island and shall post a sign or signs on said premises indicating that:

- (1) Parking is prohibited without the consent of the property owner;
- (2) Parking a motor vehicle without consent of the property owner is a violation of city ordinance;
- (3) The owner of any vehicle violating the provisions of this section shall be subject to a fine of Twenty-Five Dollars (\$25.00); and
- (4) Any vehicle violating the provisions of this section may be impounded and the owner of the vehicle shall be responsible for all costs of the towing and impoundment.

Section Three. All ordinances and parts of ordinances in conflict herewith are hereby repealed insofar as they do so conflict.

Section Four. This ordinance shall be in full force and effect 10 days from its passage and approval, as required by law.

MAYOR OF THE CITY OF ROCK ISLAND

PASSED:

APPROVED:

ATTEST: _____
CITY CLERK

Online Form Submittal: Private Parking Lot Ordinance Control

1 message

noreply@civicplus.com <noreply@civicplus.com>
To: pubworksmail@rigov.org

Fri, Sep 13, 2024 at 11:38 AM

Private Parking Lot Ordinance Control

This form is to be used to place a private parking lot under city ordinance (Section 9-42) control. The property owner must post the required warning signs and pay an [annual fee](#) to the City. Warning signs may be purchased from the Public Works Department at the cost of \$100 per sign. The ordinance is only enforced when the signs are posted and a representative of the property owner identifies the illegally parked vehicles.

Please use one form per request.

(Section Break)

Name of Business	Modern Woodmen of America
------------------	---------------------------

I am the Property Owner of This Business:	Yes
---	-----

Property Owner First Name	Shea
---------------------------	------

Property Owner Last Name	Doyle
--------------------------	-------

Street Address of Property to be Placed Under City Ordinance Control:	see below
---	-----------

City	Rock Island
------	-------------

State	IL
-------	----

Zip Code	61201
----------	-------

Phone Number	3097935502
--------------	------------

Email Address	shea.doyle@modern-woodmen.org
---------------	--

Mailing Address (Street, City, State, Zip Code):	1701 1st Ave Rock Island, IL 61201
--	------------------------------------

Please provide any additional information that may be of assistance to the Traffic Engineering Committee and the City Council members

Please consider the following lots for Private Parking Lot Ordinance Control:

- PMD Exterior Lot- 2013 2nd Avenue Parcel-0735218001
- 1701 1st avenue Parcel- 0735100001

when they review your
request:

- 100 17th Street Parcel-0735106001
 - 101 17th street & 112 18th street Parcel-0735201001 & Parcel-0735201002, respectively.
 - 114 17th street & 1620 1st avenue Parcel-0735105003 & Parcel-0735105002, respectively.
-

Email not displaying correctly? [View it in your browser.](#)

PRIVATE PARKING LOT ORDINANCE CONTROL

ROCK ISLAND PUBLIC WORKS DEPARTMENT



Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Traffic Engineering Committee regarding a request from Karen Marshall to install a handicapped parking space in front of the business at 539 20th Street. (First Reading)

Motion: Motion to consider the ordinance.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The Traffic Engineering Committee received a request from Karen Marshall to install a handicapped parking space in front of the business at 539 20th Street.

Previous Council Action (if any):

Budget Impact:

The cost to the City is minimal.

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

The installation of a handicapped parking space does not restrict the handicapped parking space to only the person requesting the space but is accessible to anyone with a handicapped license plate or placard.

Council Goal (if applicable):

Recommendation:

The Traffic Engineering Committee recommends that the City Council approve the request and consider the ordinance.

Submitted by: Michelle Martin, Manager

Approved by:

**A SPECIAL ORDINANCE
ESTABLISHING A HANDICAPPED PARKING SPACE
IN THE CITY OF ROCK ISLAND, ILLINOIS**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROCK ISLAND, ILLINOIS:

Section One. A handicapped parking space be and is hereby established at 539 20th Street, in the City of Rock Island, Illinois.

Section Two. Any person other than a handicapped person or someone transporting a handicapped person parking in the above stated location shall be subject to a fine of Three Hundred Fifty Dollars (\$350.00).

Section Three. All ordinances and parts of ordinances in conflict herewith are hereby repealed insofar as they do so conflict.

Section Four. This ordinance shall be in full force and effect 10 days from its passage and approval, as required by law.

MAYOR OF THE CITY OF ROCK ISLAND

PASSED:

APPROVED:

ATTEST: _____
CITY CLERK

Online Form Submittal: Handicapped Parking Space Request Form

1 message

noreply@civicplus.com <noreply@civicplus.com>
To: pubworksmail@rigov.org

Tue, Sep 24, 2024 at 10:59 AM

Handicapped Parking Space Request Form

The installation of a handicapped parking space does not restrict the handicapped parking space to only the person requesting the space but is accessible to anyone with a handicapped license plate or placard.

First Name of Handicapped Resident	Karen
Last Name of Handicapped Resident	Marshall
Property Address 1	539 20th st
Property Address 2	Field not completed.
City	rock island
State	il
Zip	61201
Phone Number	5633701726
Email Address	uckyentsurvey@gmail.com
Does the handicapped resident own the property?	No
If NO, please provide the name, address, and telephone number of the property owner:	julioa berrera lopez 309-788-5859 mon thru sat 9am to 6:30 pm
Please describe the location to be designated as a handicapped parking space:	the space on the public street out side the walk door of the buisness for handicapped patrons and employees,or whoever else might be limited on walking a farther distance into the office.
Does the handicapped resident have access to off-street parking such as a driveway or garage?	No

If YES, please describe the off-street parking and explain why the handicapped resident does not use the off-street parking:	its a buisness the handicapped people would not be residents
--	--

In order to utilize a handicapped parking space, a motorist must have a handicapped license plate or placard.	License Plate, Placard
---	------------------------

List the handicapped license plate or placard number.	mu921
---	-------

Please provide any additional information that may be of assistance to the Traffic Engineering Committee and the City Council members when they review your request:	there will be others using space other than owner of the buisness being ran out of 539 20th st ri il 61201
--	--

Email not displaying correctly? [View it in your browser.](#)

Memorandum



To: Rock Island City Council
From: Mike Bartels, Director
Subject: Report from the Traffic Engineering Committee regarding a request from the YWCA to install two handicapped parking spaces on 17th Street in front of the YWCA. (First Reading)

Motion: Motion to consider the ordinance.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

The Traffic Engineering Committee received a request from Julie Larson, President & CEO, YWCA, 513 17th Street, to install two handicapped parking spaces on 17th Street in front of the YWCA.

Previous Council Action (if any):

Budget Impact:

The cost to the City is minimal.

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

The installation of a handicapped parking space does not restrict the handicapped parking space to only the person requesting the space but is accessible to anyone with a handicapped license plate or placard.

Council Goal (if applicable):

Recommendation:

The Traffic Engineering Committee recommends that the City Council approve the request and consider the ordinance.

Submitted by: Michelle Martin, Manager

Approved by:

**A SPECIAL ORDINANCE
ESTABLISHING A HANDICAPPED PARKING SPACE
IN THE CITY OF ROCK ISLAND, ILLINOIS**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROCK ISLAND, ILLINOIS:

Section One. Two handicapped parking spaces be and is hereby established on 17th Street in front of 513 17th Street, in the City of Rock Island, Illinois.

Section Two. Any person other than a handicapped person or someone transporting a handicapped person parking in the above stated location shall be subject to a fine of Three Hundred Fifty Dollars (\$350.00).

Section Three. All ordinances and parts of ordinances in conflict herewith are hereby repealed insofar as they do so conflict.

Section Four. This ordinance shall be in full force and effect 10 days from its passage and approval, as required by law.

MAYOR OF THE CITY OF ROCK ISLAND

PASSED:

APPROVED:

ATTEST: _____
CITY CLERK

YWCA Parking

1 message

Julie Larson <jlarson@qcywca.org>
To: Michelle Martin <martin.michelle@rigov.org>

Tue, Oct 8, 2024 at 8:49 AM

Good morning Michelle,

Our elderly members have been complaining about not having enough handicapped parking spaces. Would it be possible to get two spaces reserved as handicapped on 17th Street? There is one spot before our entrance and one spot right after our entrance that would work well.

Do I need to complete an application or how does the process work?

Thank you for your help!

Respectfully,

Julie Larson
President & CEO
YWCA Quad Cities
513 17th Street
Rock Island, IL. 61201
(309) 788-3479 X203
jlarson@qcywca.org
www.ywcaqc.org

Memorandum



To: Rock Island City Council
From: Bob Graff, Fire Chief
Subject: Report from the Fire Department regarding a request from John Norris of Uncle Norm's Fireworks for pyrotechnic display permits for fireworks to be held on Thursday, November 21, 2024 from 5:30 p.m. to 5:45 p.m. and on Wednesday, December 4, 2024 at 7:00 p.m. to 7:15 p.m. at the Quad City Botanical Center.

Motion: Motion to approve the requests as recommended; temporarily waive Chapter 10, Article 1, Sec. 10-9(a) of the Code of Ordinances to allow for the issuance of the pyrotechnic display permits; and authorize the Fire Marshal to issue the permits.

RC Roll Call vote is needed.

Date: November 11, 2024

Introduction and Background Information:

An application for a pyrotechnic display has been submitted to the Fire Marshal's office by John Norris of Uncle Norm's Fireworks. Mr. Norris is a licensed pyrotechnics operator. He possesses the required Illinois certifications through the Illinois State Fire Marshal's office.

Permits have been requested for a fireworks display to be held on Thursday, November 21, 2024 from 5:30 p.m. to 5:45 p.m. and on Wednesday, December 4, 2024 at 7:00 p.m. to 7:15 p.m. at the Quad City Botanical Center.

The show will be shot using a professionally licensed shooter with all the required state and federal licensure. The application has been reviewed and found to be in order. All safety measures and practices are understood and will be followed.

Previous Council Action (if any):

The most recent approval of variance of the ordinance for a pyrotechnic display to come before City Council was on June 26, 2023.

Budget Impact:

n/a

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

As part of the application process, the applicant must be granted a variance of the City of Rock Island Code of Ordinances, Chapter 10, Article 1, Sec. 10-9 before a permit may be issued. Before the permit is issued, the completed application must be reviewed and the variance must

be granted.

Council Goal (if applicable):

Recommendation:

After a review of the application, it is my recommendation that a variance of the ordinance would be in order. Pending Council's approval, a permit will be issued by the Fire Marshal's office.

Submitted by: Amanda Torres, Deputy Clerk

Approved by:



OFFICE OF THE FIRE MARSHAL

October 28, 2023

John P. Norris
10800 Hillcrest Road
Milan, Illinois. 61264

Dear Mr. Norris,

In response to your application for a fireworks permit, the following shall occur prior to the permit being issued:

NFPA 1126 Annex B:

B.1 Inspection requirements

The authority having jurisdiction, who is required to judge the safety of any production, might or might not be familiar with pyrotechnic special effects. The following guidelines are provided as a possible inspection routine that can be used as a model:

- (1) Access
 - (a) Fire lane kept clear
 - (b) Hydrants not blocked
 - (c) At least two extinguishers required
 - (d) Warning signs
- (3) Pyrotechnic materials and devices
 - (a) Proper and current license in the possession of the pyrotechnic operator
 - (b) Permit on site
 - (c) Fire department briefed on proposed activity

NFPA 1126

6.4.1 Pre-Show Review

6.4.1.1 * Where required, a walk-through and a representative ~~demonstration~~ of the pyrotechnics shall be provided to the authority having jurisdiction before a permit is approved.

Fire Department
1313 Fifth Avenue, Rock Island, IL 61201-8523
Ph. 309.732-2800, Fax 309.732-2813, www.rigov.org



6.4.1.2 The authority having jurisdiction shall be permitted to waive this requirement based on past history, prior knowledge, and other factors, provided the authority is confident that the discharge of pyrotechnics can be conducted safely.

International Fire Code 2015 Edition

5608.9 Post-Fireworks Display Inspection.

After the fireworks display, the firing crew **shall** conduct an inspection of the fallout area for the purpose of locating unexploded aerial shells or live components. This inspection shall be conducted before public access to the site shall be allowed. Where fireworks are displayed at night and it is not possible to inspect the site thoroughly, the operator or designated assistant shall inspect the entire site at first light.

A report identifying any shells that fail to ignite in, or discharge from, a mortar or fail to function over the fallout area or otherwise malfunction, shall be filed with the *fire code official*.

Public Pedestrian / Bike Path:

To ensure safety during the fireworks display, the public pedestrian / bike shared path will **SHALL** be closed 350 feet in both directions from the display site. This closure will begin 15 minutes prior to the start of the display and remain in effect until the post-fireworks inspection is completed.

Respectfully,

Jon Briggs, Fire Marshal
Fire Prevention Bureau
Rock Island, Fire Department

cc: File

Fire Department
1313 Fifth Avenue, Rock Island, IL 61201-8523
Ph. 309.732-2800, Fax 309.732-2813, www.rigov.org

PYROTECHNIC DISPLAY PERMIT APPLICATION
ROCK ISLAND FIRE DEPARTMENT



FOR OFFICE USE ONLY

PERMIT # _____
PERMIT FEE: \$50.00
ACCT # _____
RECEIVED BY _____
SITE INSPECTED: Y / N

DISPLAY LOCATION

STREET ADDRESS: 2525 4th Ave Rock Island
OR SITE LOCATION: See map "Attached"

OWNER'S NAME: Q.C. Botanical Center
ADDRESS: 2525 4th Ave
CITY/STATE/ZIP: Rock Island, Il. 61201
PHONE #: 309-794-0991

PYROTECHNIC DISTRIBUTOR / OPERATOR

CONTRACTOR'S NAME: Unche Norm's Fireworks
ADDRESS: 10800 Hildebrand Rd
CITY/STATE/ZIP: Milan Il. 61264
BUSINESS PHONE #: 563-349-2398
IL LICENSE #: 2024-CDR-1947
EMERGENCY PHONE #: 563-320-0897

LEAD PYROTECHNIC OPERATOR: John P Norris
ADDRESS: 1107 W 51st St
CITY/STATE/ZIP: Davenport, Ia 52806
IL LICENSE #: See Attached copy

DISPLAY DATE(S)

DATE(S) OF DISPLAY: 11-21-24
PROJECTED DISPLAY TIME: ~~9:30p / 9:30p~~ 5:30pm
ESTIMATED DURATION OF DISPLAY: 10/15 min.
APPLICATION SUBMITTED AT LEAST 15 DAYS PRIOR TO DISPLAY (Y) N

ALL DISPLAYS MUST CONFORM TO ALL STATE, FEDERAL AND MUNICIPAL CODES AS WELL AS COMPLY WITH ALL STATE, FEDERAL AND NATIONAL STANDARDS THAT MAY BE APPLICABLE TO ALL ASPECTS OF THIS DISPLAY.

PYROTECHNIC DISPLAY PERMIT APPLICATION
ROCK ISLAND FIRE DEPARTMENT



FOR OFFICE USE ONLY

PERMIT # _____
PERMIT FEE: \$50.00
ACCT # _____
RECEIVED BY _____
SITE INSPECTED: Y / N

DISPLAY LOCATION

STREET ADDRESS: 2525 4th Ave Rock Island
OR SITE LOCATION: See map "Attached"

OWNER'S NAME: Q.C. Botanical Center
ADDRESS: 2525 4th Ave
CITY/STATE/ZIP: Rock Island, Ih. 61201
PHONE #: 309-794-0991

PYROTECHNIC DISTRIBUTOR / OPERATOR

CONTRACTOR'S NAME: Unche Norm's Fireworks
ADDRESS: 10800 Hillcrest Rd
CITY/STATE/ZIP: Milan, Ih. 61264
BUSINESS PHONE #: 563-349-2398
IL LICENSE #: 2024-CDR-1947
EMERGENCY PHONE #: 563-320-0897

LEAD PYROTECHNIC OPERATOR: John P Norman
ADDRESS: 1107 W 51st St
CITY/STATE/ZIP: Davenport, Ia 52806
IL LICENSE #: See Attached copy

DISPLAY DATE(S)

DATE(S) OF DISPLAY: 12-4--24
PROJECTED DISPLAY TIME: ~~8:30p~~ / ~~9:30p~~ 7:00pm
ESTIMATED DURATION OF DISPLAY: 10/15 min.
APPLICATION SUBMITTED AT LEAST 15 DAYS PRIOR TO DISPLAY (Y)N

**ALL DISPLAYS MUST CONFORM TO ALL STATE, FEDERAL AND MUNICIPAL CODES AS WELL
AS COMPLY WITH ALL STATE, FEDERAL AND NATIONAL STANDARDS THAT MAY BE
APPLICABLE TO ALL ASPECTS OF THIS DISPLAY.**

Time

Night Magic / Uncle Norm's Fireworks

1107 W 51st St. Davenport, IA 52806

ORDER FORM / INVOICE

PH - 563-349-2398

PROPOSAL #:

DISPLAY DATE: 11-21-24

RAIN DATE: _____

ORGANIZATION / DISPLAY NAME: Winter Lights Winter Nights Botanical Center

CONTACT NAME: Brianna Beard Phone: 563-343-1914 FAX: _____

ADDRESS: 2525 4th Ave

CITY: Rock Island ST: IL ZIP: 61201

DELIVERY: X DELIVERY NAME: Kyle Morris PHONE #: 563-320-0097

EXTENSION OF OUR INSURANCE: YES: X NO: _____ NM & UN FIRED SHOW: Y

EQUIPMENT NEEDED YES: _____ NO: X

ALL FIREWORKS DISPLAYED WILL CONSIST OF 1.4G CONSUMER FIREWORKS ONLY

FIREWORKS SUDTOTAL: \$ 1050.00

MULTI YR. BONUS %: _____ \$ _____

SALES TAX: \$ _____

PREPAY BONUS %: _____ \$ _____

SPECIAL OPTION TAX: \$ _____

ADVERTIZING BONUS %: 10 \$ 100.00

SCHOOL TAX: \$ _____

TOTAL BONUS %: 10 \$ _____

INSURANCE: \$ 200.00

BONUS FIREWORKS: 1.4g X

PERMIT FEE: \$ 50.00

SHOOT FEE / COST: \$ 200.00

DELIVERY: \$ N.C.

TOTAL DUE: \$ 1500.00

* QC Bat Center (Ryan Wilke manager)

PAYMENT: **FULL PAYMENT: Due the Night of Fireworks Display**

CUSTOMER SIGNATURE: _____

DATE: _____

SALES MEN: John P. Marin

DATE: 10-17-24

Shoot app 5:30 pm

7-100

Night Magic / Uncle Norm's Fireworks

1107 W 51st St. Davenport, IA 52806

ORDER FORM / INVOICE

PH - 563-349-2398

PROPOSAL #:

DISPLAY DATE: 12-4-24

RAIN DATE:

ORGANIZATION / DISPLAY NAME: O.C. Cultural Trust

CONTACT NAME: Brianna Beard Phone: 563-343-1814 FAX:

ADDRESS: 2550 Michelle Road

CITY: Bettendorf ST: IA ZIP: 52722

DELIVERY: X DELIVERY NAME: Hyly Norris PHONE #: 563-320-0899

EXTENSION OF OUR INSURANCE: YES: X NO: NM & UN FIRED SHOW: X

EQUIPMENT NEEDED YES: NO: X

ALL FIREWORKS DISPLAYED WILL CONSIST OF 1.4G CONSUMER FIREWORKS ONLY

FIREWORKS SUDTOTAL: \$ 2550.00

MULTI YR. BONUS %: \$

SALES TAX: \$

PREPAY BONUS %: \$

SPECIAL OPTION TAX: \$

ADVERTIZING BONUS %: 10 \$ 250.00

SCHOOL TAX: \$

TOTAL BONUS %: 10 \$ 250.00

INSURANCE: \$ 200.00

BONUS FIREWORKS: 1.4g X

PERMIT FEE: \$ 50.00

SHOOT FEE / COST: \$ 200.00

DELIVERY: \$ N/C

TOTAL DUE: \$ 3000.00

PAYMENT: FULL PAYMENT: Due the Night of Fireworks Display

CUSTOMER SIGNATURED:

DATE:

SALES MEN: Don P. Harris

DATE: 10-17-24

Shoot app 700 pm

Application for Public / Private Display of fireworks

Permit #

I, Unche Norm's Fire Wk. Inc Representing / Contracted by

_____ Hereby Apply for Permit to Display Public / Private Fireworks

Applicant Information: Name Unche Norm's Fire Wk. / John Norris

Address: 10800 Hillcrest Rd Milan, IN 47164

Purpose of Display: _____

Location of Display: 2525 4th Ave Rock Island, IN 47401

Date / Time of Display: 11-21-24 / 8:30p / 9:30p

Are You A Certified Pyrotechnician: Y ☒ N

Have You Obtained A Fireworks Permit From: Rock Island Before: ☒ Y N

Fireworks To Be Displayed: 1.4g ☒ 1.3g _____

Date of Application: 10-15-24 Applicant Signature: John P Norris

City Official Use

Review Approved Date: _____ City Official Name/ Title: _____

Denied Date: _____ City Official Name / Title: _____

Site Information

Name/Organization Q.R. Botanical Center

Address 2525 4th Ave Rock Island, IL 61201

Telephone # 309-794-0991

Fallout Perimeter Designed By John Norris

Property Owner's Name Q.R. Botanical Center

Address 2525 4th Ave Rock Island IL 61201

Telephone# 309-794-0991

Maintained By Property owner

Pyrotechnic Company

Name Unche Norris Fire Works Inc

Address 10800 Hillcrest Rd 61264

Contact Person John Norris

Telephone # 523-349-2398

Lead Operator John P Norris

Support Personnel Kyle P Norris

Support Personnel Tim Woods

Number on Personnel On Site 2/4

I, the undersigned have reviewed, properly completed, and do hereby agree to comply with 2012 IFC Chapter 56, NFPA 1123, NFPA 1124, NFPA 1126, and all Local, State and Federal Laws.

Printed Name of Applicant John P Norris

Signature of Applicant John P Norris

Date 10-15-24

2015

Hold Harmless Agreement

For 1.4 gm. Display Fireworks

I, John P Norris, state that I am the authorized agent for Uncle Norm's Fireworks Inc, which is duly authorized under the state of Iowa as an (organization, corporation or agency), and am authorized to bind it to this Hold Harmless Agreement.

The (organization, corporation or agency), having been issued a permit and license to explode and display 1.4 consumer fireworks by the county or city of, Rock Island Ia do hereby agree to hold the county or city harmless from any and all liability resulting from the use of said fireworks displays within the permitted area.

The (organization, corporation or agency) further agrees to indemnify and hold harmless the county or city of Rock Island Ia its agents and employees from and against all claims, damages, losses and expenses including attorney fees from (explosion, construction or dismantling) arising out of the use of 1.4 gm. display fireworks of said fireworks, as a result of the issuance of said fireworks permit.

The (organization, corporation or agency) further states that it has insurance coverage (see-attached certificate) of liability insurance for the above stated activity in the amount of \$1,000,000.00, naming said county or city,

Rock Island Ia, as additional insured.

Dated this 15 Day 10 Month 2024 Year

Agent's Signature John P Norris



STATE OF ILLINOIS
OFFICE OF THE STATE FIRE MARSHAL
DIVISION OF FIRE PREVENTION

1035 Stevenson Drive • Springfield, IL 62703-4259



Pyrotechnic CDR Registration

UNCLE NORM'S FIREWORKS INC
10800 HILLCREST ROAD
MILAN, IL 61264

2024-CDR-1947

Registration #

James A. Rivera

James A Rivera
STATE FIRE MARSHAL

5/21/2024

ISSUE DATE

1/7/2025

EXPIRATION DATE

Is registered with the Office of the State Fire Marshal to transfer, provide, distribute and/or sell consumer fireworks in Illinois in accordance with the Illinois Fireworks Use Act 45 ILCS 35

Verify that all of your Illinois Business Authorization Information is correct.

If not, contact us immediately.

If all of the information is correct, you may print and visibly display at the business listed. Your Illinois Business Authorization is an important tax document that indicates that you are registered or licensed with the Illinois Department of Revenue to legally do business in Illinois.

OFFICIAL DOCUMENT	State of Illinois - Department of Revenue Illinois Business Authorization	OFFICIAL DOCUMENT
UNCLE NORMS FIREWORKS INC		
		Loc. Code: 081-0027-6-001
		Oak Grove Rock Island County
10800 HILLCREST RD OAK GROVE IL 61264-3728	Certificate of Registration Sales and use taxes and fees	(3700-2971)
Expiration Date: 4/1/2025		
		 ILLINOIS REVENUE <i>[Signature]</i> Director
	OFFICIAL DOCUMENT	Issued Date: 02/02/2024

Ryder Rosacker McCue & Huston
509 W Koenig St / PO Box 1228
Grand Island, NE 68802

CERTIFICATE OF INSURANCE REQUEST - Display(s)

INSURED: Q.C. Botanical Center

Sponsor Name & Address
Q.C. Cult Trust
2550 Middle Rd Bldg 5A723

Additional Insureds:
1 Sponsor: _____
2 Sponsor: _____
3 Property Owner: Q.C. Botanical Center
4 Protection: City of Rock Island Bldg.
Rock Island Fire Dept.
Rock Island Police Dept.

Location of Display/Event: 2525 4th Ave Rock Island, IA 61201

Date of Display: 11-21-24 Rain Date: _____ AM/PM: ~~8:30 pm~~ 5:30 pm

Type of Discharge: Aerial ☒ Repeat Display: — Special Effect: None

Mark As: # _____ Date of Request: 10-15-24 Repeat Date: 12-21-24

Original Certificate will be forwarded to policyholder via: John Morris
ahking@aol.com

Insured Fax Number: jikine@aol.com

Comments: 1.4g Fireworks only

DISPLAY WILL BE SHOT BY A LICENSED PYROTECHNICIAN IF THE STATE REQUIRES LICENSING.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/2/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ryder Rosacker McCue & Huston (MGD by Hull & Company) 509 W Koenig St Grand Island NE 68801	CONTACT NAME: Kristy Wolfe PHONE (A/C. No. Ext): 308-382-2330 FAX (A/C. No): 308-382-7109 E-MAIL ADDRESS: kwolfe@ryderinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED Uncle Norm's Fireworks Inc 1107 W. 51st St. Davenport IA 52808	INSURER A : SCOTTSDALE INS CO	41297
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 955064328

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOG			CPS4056741	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			WC STATUTORY LIMITS ☐ OTHER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach AGORD 101, Additional Remarks Schedule, if more space is required)

Regarding the General Liability coverage, Waiver of Subrogation applies to the entities listed below per attached form CG 24 04 when required by written agreement.

Regarding the General Liability coverage, Blanket Additional Insured applies to the entities listed below per attached form GLS-150s when required by written agreement.

CERTIFICATE HOLDER

CANCELLATION

CERTIFICATE HOLDER	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
INSURANCE COMPANY	AUTHORIZED REPRESENTATIVE 

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ryder Rosacker McCue & Huston (MGD by Hull & Company) 509 W Koenig St Grand Island NE 68801	CONTACT NAME: Kristy Wolfe PHONE (A/C, No, Ext): 308-382-2330 E-MAIL ADDRESS: kwolfe@ryderinsurance.com FAX (A/C, No): 308-382-7109														
INSURED Uncle Norm's Fireworks Inc 1107 W. 51st St. Davenport IA 52806	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : SCOTTSDALE INS CO</td><td>41297</td></tr><tr><td>INSURER B :</td><td></td></tr><tr><td>INSURER C :</td><td></td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : SCOTTSDALE INS CO	41297	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER:** 1743953932**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC			CPS4056741	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☒ Y ☐ N	N/A				WC STATUTORY LIMITS E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

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Regarding the General Liability coverage, Blanket Additional Insured applies to the entities listed below per attached form GLS-150s when required by written agreement.
Additional Insured: Quad Cities Cultural Trust; Quad Cities Botanical Center
Location: 2525 4th Ave, Rock Island, IL
Display Dates: 11/21/24 & 12/4/24

CERTIFICATE HOLDER**CANCELLATION**

Quad Cities Cultural Trust
2550 Middle Rd STE 300
Bettendorf IA 52722

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Office of the State Fire Marshal



Certificate of Training

Consumer Fireworks Operator Safety Training

John P Norris

(Name)

Has completed the OSFM Consumer Fireworks Safety Training on

June 6, 2019

(Date)

Presented by:

Coyne Center Fire Prot. Dist

(Jurisdiction)

Daniel P. Surran Chief

(Name and title)

This training certificate is valid for one year from the date indicated above and may be used for the display of OSFM Approved Consumer Fireworks.

Office of the State Fire Marshal



Certificate of Training

Consumer Fireworks Operator Safety Training

Kyle P. Norris

(Name)

Has completed the OSFM Consumer Fireworks Safety Training on

June 6, 2019

(Date)

Presented by:

Coyne Center Fire Prot. Dist

(Jurisdiction)

Douglas P. Sumner Chief

(Name and title)

This training certificate is valid for one year from the date indicated above and may be used for the display of OSFM Approved Consumer Fireworks.

Show Date: 11/21/2024
App. Time: 8:30p - 9:30pm
Lead pyro Tech
John P Norris -563-349-2398
Kyle P Norris - 563-320-8097
Fireworks - 1.4g Consumer F

Fireworks - 1 4a Consumer Friewks. Only



Shoot Site Diagram

Contact Name & Phone # - John Norris - 563-349-2398

Location "Address" - QC Botanical Center 2525 4th Ave R.R. IL

Date / Time - 11-21-24 / 8:30pm / 9:30pm

See Aerial map of Shoot Site
and distance

Night Magic Fireworks

1107 W 5th ST

Davenport, IA 52806

P- 563-349-2398 / F- 563-391-9620

Summary of Fireworks Script

Customer / Show Name & Date

All Fireworks 1.4 G Consumer

Q.C. Botanical Center

11-21-24-

Largest Diameter Shell - 1.75" consumer

Multi Shot Repeter Cakes - like 1" consumer

John P. Noris - 563-349-2398
10-15-24

Thank You For Your Business

Night Magic Fireworks Inc.