

**CITY OF LINCOLN**  
**REGULAR CITY COUNCIL MEETING**  
**AGENDA**  
**MAY 4, 2020**  
**CITY HALL COUNCIL CHAMBERS**  
**7:00 PM**

**Due to the Coronavirus Covid-19 Precautions the City of Lincoln is conducting a Regular City Council Meeting and is limited to those essential members and providing remote access. You may view the meeting from Channel 5 or from the city website <https://lincolnil.gov/livestream>**

**If you would like to have Public Participation you would need to dial 217-735-1612 extension 1. We ask that you keep your phone muted until you are recognized to speak by the Mayor.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Participation**  
Christy Crites – Crawford, Murphy & Tilly, updates on sewer project
5. **Consent Agenda by Omnibus Vote**  
All items under the Consent Agenda are considered to be routine in nature and/or non-controversial and will be approved by one motion. If any one wishes to have a separate vote on any item, it will be pulled from the Consent Agenda and voted on separately.
  - A. Payment of Bills.
  - B. Approval of minutes April 14, 2020 Budget Workshop, April 20, 2020 Public Hearing Tentative Budget, April 20, 2020 Regular City Council Meeting.
6. **Ordinance and Resolution**
  - A. Ordinance Authorizing the City of Lincoln to borrow funds from the Water Pollution Control Loan Program.
  - B. Resolution establishing salaries and/or pay increases for the City of Lincoln.
  - C. Resolution creating full time position and establishing salary
  - D. Resolution listing expenses for the Motor Fuel Tax (MFT) Maintenance Program for FY 2020-2021 in the amount of \$628,000.00.
7. **Bids**
8. **Reports**
9. **New Business/Communications**
  - A. Advise & Consent to the Mayoral re-appointments Paul Adams - Chief of Police, Robert Dunovsky – Fire Chief, Walt Landers- Street Superintendent, Wes Woodhall- Building & Safety Officer, Matt Vlahovich -Deputy Police Chief, Cori Ingram- Deputy Building & Safety. Swearing In at a later date.
  - B. Approval of payment to CMT for professional services from February 29, 2020 to April 3, 2020 in regards to Lincoln Union Street Pump Station.
  - C. Approval of payment to Union Pacific Railroad for 5<sup>th</sup> Street Road invoice.
10. **Discussion** regarding sale of land
11. **Announcements**
12. **Possible Executive Session**
13. **Adjournment**

We welcome the participation of persons with disabilities at all City of Lincoln meetings. If auxiliary aid or service is required for most effective participation and communication, please notify the City Clerk's Office at 217-735-2815 or [cityclerk@lincolnil.gov](mailto:cityclerk@lincolnil.gov) no later than 48 hours prior to the meeting time.

## **BUDGET WORKSHOP**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Tuesday, April 14, 2020**

The Budget Workshop with the City Council of Lincoln was called to order by Mayor Seth Goodman at 5:32 p.m., with proper notice given. Attendance was noted.

### **Present:**

Alderman Tracy Welch, Ward 1  
Alderman Steve Parrott, Ward 1  
Alderman Colby Leith, Ward 2  
Alderman Sam Downs, Ward 2  
Alderman Kevin Bateman, Ward 3  
Alderman Ron Keller, Ward 3  
Alderman Jeff Hoinacki, Ward 4  
Alderman Kathy Horn, Ward 4

### **Staff Present:**

City Clerk Peggy Bateman  
Treasurer Chuck Conzo  
Police Chief Paul Adams

### **Absent:**

City Attorney John Hoblit

### **Remotely:**

City Administrator Elizabeth Kavelman (joined the meeting at 6:01pm)  
Fire Chief Bob Dunovsky  
Streets Superintendent Walt Landers  
Building and Safety Officer Wes Woodhall  
Veolia Water, Andrew Bowns

### **Presiding:**

Mayor Seth Goodman

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### **Public Comment:**

There was no one present to speak for public participation.

Mayor Goodman called on City Treasurer Conzo to begin the budget discussions. Mr. Conzo stated that he provided the council with revenue projections and that the City wouldn't know if any changes to the budget will need to be made until 2-3 months into the fiscal year. He also reminded the council that appropriations are done in July and filed with the County Clerk. He expects changes will need to be made to the budget around that time and possibly further into the fiscal year due to the interruptions in revenue from the Coronavirus.

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There was a budget committee that was made up of Treasurer Conzo, City Administrator Kavelman, Alderman Horn and Alderman Hoinacki. Mr. Conzo said this committee worked very well and things ran smoothly.

### **Animal Control**

Animal Control's contract is subject to change, the county is about a month away from finalizing.

### **Liability Insurance**

Is based off the premiums, then increased for the possibility of increases.

### **City Clerk**

City Clerk Bateman lowered her overall budget by almost \$14,000.00.

Alderman Keller asked if there was any more software updates that Clerk Bateman would need that may not be reflected in the budget, Clerk Bateman said no she thinks that is all resolved.

Treasurer Conzo also mentioned that throughout the budget there will be added lines for telephone. Those are not additional phones, just phone extensions. Chief Adams (also the City's IT person) found that the city had outdated breakdowns of the phone extensions. Those have been sorted out and now included in each department's budget.

### **City Treasurer**

Treasurer Conzo separated out his budget per request from the council. He pointed out that the printing/publishing line is for the notices that he needs to publish in the paper for public hearings.

### **City Administrator**

The vehicle allowance has been moved from the salary line to the travel and training line. However it is compensated through payroll.

Two additional phone extensions were being charged to the City Administrator in error. That will be a \$656 reduction in costs.

Council members questioned the amount of paper that is being used by Administrator Kavelman. She stated that the 5<sup>th</sup> Street Road Project, which dates back to 1996, has been a huge factor. She feels comfortable that she is caught up on this project.

The telephone line is strictly for communications. It is written in the City Administrator's contract that the City will provide an internet connection at her residence, a city cell phone, and a tablet/iPad with a data plan.

## **Building and Zoning**

Small increase due to salary increases.

There was talk about increasing the demolition/cleanup line to \$90,000 to take care of the Kickapoo Street garage, however the council and Mr. Woodhall agreed to hold off on that project until the council has a better idea of how the revenue streams will be due to the virus. Mr. Woodhall stated that he didn't have any structural concerns regarding the building, it's more of just an eyesore. He had a drive by estimate of \$35,000 to tear down and remove the building. However, once the building is down, the parking lot will need a lot of work to make it useable. He sees it costing overall \$60,000.

Alderman Bateman asked if the idea of selling the Kickapoo Street Garage has ever been discussed by the council. He said that would eliminate the cost of tearing it down and would put it back on the tax roll. Alderman Welch said that there would be stipulations on what that property could be used for because of it being a main corridor into downtown Lincoln and Route 66. Mayor Goodman said that you cannot discriminate once you list a property and once someone purchases a property it's theirs to do with as they wish and it would be difficult to control future uses.

Mr. Woodhall also said he raised his postage line by \$250 due to the delinquent trash letters his department sends out. He spoke with City Clerk Bateman and there is an additional postage charge due that will put him approximately \$200 over even that amount for this fiscal year.

## **Crossing Guards**

This increase is for the possibility of adding an additional crossing guard.

## **Merit Commissions**

The salary line has been cut back due to lack of use.

Commission Expenses is for testing and stayed the same because it varies from year to year.

## **Mayor and City Council**

Shows significant reduction.

## **Contract Services – Legal**

Labor Attorney line was reduced due to not having any contracts coming due.

## **Contingencies**



Shows a reduction from last year.

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### **Fire Department**

Chief Dunovsky stated that he had discussions with each council member regarding his budget but if anyone had any additional questions that he would be glad to respond. There were no questions.

Treasurer Conzo mentioned there may be an additional firefighter added 3 months into the next fiscal year per council approval.

### **Police Department**

Chief Adams added the expenditure for an additional officer if a federal grant that he has applied for is approved. That will assist with that officer's salary. If that grant does not come through, the additional officer will not be hired.

### **Building and Grounds**

Reduction in cost.

Alderman Bateman asked if bids could be collected for a new roof on City Hall. It loses shingles every time it storms and Chief Dunovsky found out that there is no warranty left on the roof. Mr. Bateman would just like an amount that the council can go off of if revenues will allow for the repair. He would also like to see if the Historical Preservation Committee would allow a metal roof to be installed. Alderman Hoinacki said it could be added to appropriations after the Council receives the bids.

### **Contract Services – General**

No changes

### **Economic Planning and Development**

Alderman Welch asked if the council would be willing to increase the 3<sup>rd</sup> Friday line to \$6,000.00 to try to make the event more exciting for the community. He doesn't anticipate using it all. There was no objection from the Council, Treasurer Conzo made the adjustment.

### **Streets and Alleys**

Modest increases due to salary increase.

Superintendent Landers spoke to the part time employee moving to a full time employee. He said that Charity Hutchison has been working for both the Street Department and the Building & Safety Office.

Both offices will split her salary and she will be available to assist any other departments that need additional help. When she does assist other departments, that department will be billed for those hours. This salary cost is offset due to a full time employee recently dropping down to part time and also no longer eligible for health insurance. As a result of that, the city is really not incurring any additional cost.

### **Trash Collection – Billing**

No changes

### **Health Benefits**

Considerable increase in costs due to increase in premiums. The biggest increase is the HSA benefit line due to the increase in employer contributions.

### **Motor Fuel Tax**

Superintendent Landers asked the council if there were any questions regarding Motor Fuel Tax. There were no questions.

### **Bond Expenditures**

This includes equipment requests from the Fire Department, technology upgrades for recording council meetings, and street improvements. There is currently no specific project in mind for street improvements.

Treasurer Conzo said that general good practice on a 3 year bond is to spend \$200,000 the first year, \$200,000 the second year, and the remaining amount the third year.

The Fire Department is needing a new washing machine and will be paid out of FY20/21. Having forgone pickup trucks for last year, they have earmarked \$65,000 for one new pickup truck or two used trucks if a deal could be met. There is currently a grant out for \$26,000 that will be used to replace a 25 year old system if approved. The current system is hydraulic, the new system will be battery operated. If the grant is not approved, the money is also earmarked to use later in the fiscal year. There is also \$12,000 earmarked for replacement air bags that have passed their 10 year expirations.

### **Sewer O & M**

Long term control plan is moving forward and will be a big part of this year's budget.

### **Sewer Accounting and Admin**

City Clerk Bateman wanted to remind the council that sewer bills go out monthly now instead of quarterly. That is monthly postage, billing paper, inside envelope and outside envelope, which is more

costly. This change was made as a benefit to the residents to be able to afford a monthly bill rather than a larger quarterly bill.

Alderman Welch asked what condition the folding machines were in. Clerk Bateman said that some months there are no problems and some months there are a lot of problems. They are going to use the machines for another year.

### **Hotel/Motel Tax**

Additional Tourism Projects and Events line was increased to \$8,000 in hopes that once the restrictions from the virus are lifted, people will want to get out and travel and spend money. This additional money will help promote tourism and hopefully recover lost revenue.

Alderman Bateman spoke about the Pigs and Swigs event. There was already a deposit given to Dock Dogs for this year's event. The Pigs and Swigs committee tried to reschedule the event to the weekend of the Balloon Fest however, food vendors and Dock Dogs were already booked other places. The committee also didn't feel comfortable asking their normal sponsors for donations during these tough economic times.

Alderman Parrott said that the Tourism Bureau has lost State Grants in the thousands of dollars due to the virus.

### **Sewer Bond Repayment**

A scheduled payment... 10 year bond. The last payment on this is Dec 1, 2023.

### **Capital Projects**

Superintendent Landers will be bringing targets to the council at next week's meeting that will include 4<sup>th</sup> St and Decatur St resurfacing where sewer repairs were done and also Heitmann Dr. These two projects will total \$500,000.

Sidewalk Improvements will included finishing projects not finished last year and additional targets for this year (also brought to the council at the next meeting) that will total \$125,000.

The Stahlhut Drive Extension line is an 8 year loan through ALMH at 1%. Payments on this loan will begin this year.

### **TIF Fund**

There will need to be \$42,953.00 transferred from the General Fund to the TIF Fund to pay the TIF Bond payment.

Alderman Welch questioned what impact the uncertainty of the theatre would have on this. Treasurer Conzo said that he truly expected to see a difference at this point, but due to the virus the Sherriff's sale as been delayed. He doesn't expect to see an impact until the city receives the 2020 tax payment that is payable in calendar year 2021.

**Police and Fire Pension**

3% cost of living increase. Neither of these funds are in balance which will result in needing to draw from investments which has been done in previous years.

**All Veterans Park**

Funds had been maintained for repairs and improvements

**Community Gardens**

Has a balance of \$4,843 for expenses and landscaping.

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**Adjournment:**

There being no further discussion to come before the City Council of Lincoln, Alderman Keller motioned to adjourn, seconded by Alderman Welch. Mayor Goodman adjourned the meeting at 6:48 p.m.

**Respectfully Submitted By:**

Charity Hutchison, Recording Secretary

## **PUBLIC HEARING – TENTATIVE BUDGET FY20/21**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Monday, April 20, 2020**

The Public Hearing with the City Council of Lincoln was called to order by Mayor Seth Goodman at 7:00p.m., with proper notice given.

### **Present:**

Alderman Tracy Welch, Ward 1  
Alderman Steve Parrott, Ward 1  
Alderman Colby Leith, Ward 2  
Alderman Sam Downs, Ward 2  
Alderman Kevin Bateman, Ward 3  
Alderman Ron Keller, Ward 3  
Alderman Jeff Hoinacki, Ward 4  
Alderman Kathy Horn, Ward 4

### **Staff Present:**

City Clerk Peggy Bateman  
Treasurer Chuck Conzo  
City Attorney John Hoblit  
Police Chief Paul Adams

### **Absent:**

### **Remotely:**

City Administrator Elizabeth Kavelman  
Fire Chief Bob Dunovsky  
Streets Superintendent Walt Landers  
Building and Safety Officer Wes Woodhall  
Veolia Water, Andrew Bowns

### **Presiding:**

Mayor Seth Goodman

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### **Public Comment:**

There was no one present to speak for public participation.

Mayor Goodman asked if anyone had any comment regarding the budget.

Referring to an email she sent the council, City Administrator Kavelman explained that she wanted to add an additional line to her budget to help differentiate the printing she does for herself and for special projects.

Alderman Bateman and Alderman Parrott were unsure how this would help.

Treasurer Conzo suggested that he create an additional line in the City Administrator's Sub Fund so it would indicate to the council, or whomever is asking, who is doing the printing.

Alderman Hoinacki wanted to verify with Administrator Kavelman, that she wasn't asking for any more money, just that she wanted to split the \$1500 that she currently has in her office supply line. She agreed. Administrator Kavelman just wants to assure the Council that she is being straightforward with the printing she is doing.

Treasurer Conzo said it would be simple to add an additional line and that when the Council was in the Regular meeting later tonight, to just amend the budget to reflect that.

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**Adjournment:**

Mayor Goodman asked if there was any other comment on the public hearing, there being none, he adjourned the meeting at 7:14 p.m.

**Respectfully Submitted By:**

Charity Hutchison, Recording Secretary

## **REGULAR CITY COUNCIL MEETING**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Monday, April 20, 2020**

The Regular Meeting of the City Council of Lincoln was called to order by Mayor Seth Goodman at 7:16 p.m., with proper notice given. City Clerk Peggy Bateman called roll.

### **Present:**

Alderman Tracy Welch, Ward 1  
Alderman Steve Parrott, Ward 1  
Alderman Colby Leith, Ward 2  
Alderman Sam Downs, Ward 2  
Alderman Kevin Bateman, Ward 3  
Alderman Ron Keller, Ward 3  
Alderman Jeff Hoinacki, Ward 4  
Alderman Kathy Horn, Ward 4

### **Staff Present:**

City Attorney John Hoblit  
City Clerk Peggy Bateman  
Treasurer Chuck Conzo  
Police Chief Paul Adams

### **Absent:**

### **Remotely:**

City Administrator Elizabeth Kavelman  
Fire Chief Bob Dunovsky  
Streets Superintendent Walt Landers  
Building and Safety Officer Wes Woodhall  
Veolia Water, Andrew Bowns

### **Presiding:**

Mayor Seth Goodman

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### **Public Participation:**

There was no one present to speak for public participation.

### **Consent Agenda by Omnibus Vote:**

#### **A. Payment of Bills**

#### **B. Approval of minutes April 6, 2020 Public Hearing 1031 Exchange Meeting, April 6, 2020 Regular City Council Meeting**

Alderman Keller made a motion to approve, seconded by Alderman Welch. Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Colby Leith, Alderman Kathy Horn  
**Nays: (0)**  
**Abstain: (0)**  
**Absent: (0)**

Mayor Goodman moved to other items on the agenda.

**Ordinance and Resolution:**

**A. Resolution adopting a working budget FY 2020/2021**

Treasurer Conzo wanted to point out an error in the budget. It was written in the budget that the land acquisition for the lot across from the City Fire Station was \$60,000.00. Mr. Conzo said that amount was the full purchase amount and has been paid down. The remaining balance due for that land acquisition is \$30,527.00.

Alderman Welch said there was a previous discussion with Administrator Kavelman that her budget line for office supplies be lowered to \$1300.00. Administrator Kavelman and Treasurer Conzo agreed.

Alderman Welch made the motion to approve the budget with a new line item for the City Administrator for special projects with a \$500 amount then reduce line #5102 to \$800. And to also change the line item for the land acquisition from \$60,000.00 to \$30,527.00. Alderman Parrott seconded.

Alderman Bateman stated that although he has the right to work on the entire budget, he would abstain from voting due to this involving the City Clerk's budget.

Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Jeff Hoinacki, Alderman Colby Leith, Alderman Kathy Horn  
**Nays: (0)**  
**Abstain: (1)** Alderman Kevin Bateman  
**Absent: (0)**

Mayor Goodman moved on to other items on the agenda.

**Bids:**

**Emulsion Oil Storage Tank – Hampton Equipment not to exceed \$47,500.00 along with additional cost for foundation pad not to exceed \$5,000.00**

Mayor Goodman asked Superintendent Landers to speak.

Superintendent Landers said that the Street Department currently has a 1000 gal oil tank that crew members transport back and forth to Morrisonville, Illinois. With good weather and a full crew working, that tank will last about a week and a half. By having the larger tank on site, oil deliveries can be made which will keep the crew working longer on projects. Road oil is a seasonal product that isn't made past late September. By having a large oil delivery made late in September, it could extend spray patching into the late fall and early winter when weather can still be favorable. This could also allow the department to extend their operations into crack filling that will preserve pavements. Mr. Landers said the pad will be constructed and poured by Street Department crew members.



Alderman Bateman asked if this would come out of MFT. Mr. Landers said no, it would come out of the department's equipment fund.

Alderman Hoinacki made the motion to approve, Alderman Horn seconded. Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Colby Leith, Alderman Kathy Horn  
**Nays: (0)**  
**Abstain: (0)**  
**Absent: (0)**

Mayor Goodman moved on to other items on the agenda.

#### **Reports:**

##### **A. City Treasurer's Report March 2020**

Treasurer Conzo said the General Revenue Fund balance remains strong but could change in the coming months due to the COVID19 virus.

Investments in Fire and Police pensions took a big hit, as expected, during the month of March. \$1,000,000 hit for Police Pensions and \$750,000 for Fire Pensions.

In March, the City received December tax payments for Non Home rule tax, sales tax and state use tax and the city was up \$28,000 from the previous December and up \$140,000 for the year.

State Income tax... January was down a little but February showed a substantial increase.

Video Gaming tax was on a continual increase but has been shut down since March 9<sup>th</sup> due to the virus outbreak.

He said the City will continue to see the downfall from the virus outbreak for the next 3 months or more. He feels most, if not all, of these areas will turn around once people are able to get out and shop and travel.

Alderman Parrott asked how much of a decrease in revenue overall, does he expect to see. Treasurer Conzo said he expects anywhere from a 25-30% drop and even 50% drop in some areas. He feels that it's all recoverable. He also said these are all estimations on his part and that he's tried researching but no one seems to know how to prepare for this.

##### **B. City Clerk's Report for March 2020**

For the month of March, the City received \$471,673.46 in sewer payments. There were no payments received from either prison.

##### **C. Department Head Reports for March 2020**

Reports are either on file or will be.

Mayor Goodman moved on to other items on the agenda.

**New Business/Communications:****A. Authorization to hire a replacement Police Officer due to the resignation of CPL. Maurice Johnson from the forthcoming Fire and Police Commission Lateral List effective May 1, 2020**

CPL. Johnson accepted a position in Texas. The City thanks him for his service. Chief Adams hopes to finish up interviews this week and have someone hired by May 15<sup>th</sup>.

Alderman Horn made the motion to approve. Alderman Keller seconded. Mayor Goodman called for discussion, there being none, City Clerk Bateman called the roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Colby Leith, Alderman Kathy Horn

**Nays: (0)**

**Abstain: (0)**

**Absent: (0)**

**B. Authorization to promote Officer Heidi Moore to Corporal from the Fire and Police Commission list effective May 1, 2020**

Officer Moore is currently working on her Masters in Criminal Justice. She has experience with investigation and working drug crimes. She currently works on CPL Johnson's shift so that should make for a smooth transition.

Alderman Welch made the motion to approve. Alderman Bateman seconded. Mayor Goodman called for discussion, there being none, City Clerk Bateman called the roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Jeff Hoinacki, Alderman Colby Leith, Alderman Kevin Bateman, Alderman Kathy Horn

**Nays: (0)**

**Abstain: (0)**

**Absent: (0)**

**C. Approval of 2020 Resurfacing Targets**

Superintendent Landers said there were two targets he would be presenting tonight for the Council's consideration. The first target is on 4<sup>th</sup> Street, from Maple to Union, and Decatur St, from Union to Sangamon St. This is where the sewer repair was done last December in front of Carrol Catholic School. A trench was filled with a temporary flowable fill concrete. That will be milled up and replaced with Hot Mix Asphalt. There will be some sidewalk and ramp work done to correct some ADA issues.

The second target would be Heitmann Drive from Woodlawn to Olson Drive. This is a concrete surface that is approximately 10 years old and for some reason it has deteriorated tremendously. This will be replaced with a concrete surface.

Alderman Bateman asked if Mr. Landers would be willing to come back to the council with targets that would result in road repairs being done in every ward like last year. Mr. Landers said that that wouldn't be a problem if that is what the council desires but to keep in mind that Heitmann Dr. will need to be addressed at some point. The Street Department has spray patched it 2 or 3 times and that usually lasts a year then holes start reappearing and rebar will start showing.

Alderman Welch would like to see Heitmann Drive patched again for this year and address some of the more poorly conditioned roads throughout the Wards.

Mr. Landers asked that if it pleases the Council, if he could go ahead with engineering for the 4<sup>th</sup> St target. The Council agreed.

Mayor Goodman understood the importance of giving roads in every ward attention, however he also felt strongly that Heitmann Drive needs to be repaired. He said that is a gateway into our community and it is in really bad shape.

Mr. Landers then asked if the engineering for Heitmann Drive could be done now so that it was ready to go for next year or the year after. He said the engineering process could take longer due to the road connecting to a State Route and IDOT will need to be involved.

Alderman Bateman mentioned that when the county redid Elkhart blacktop, they used a fairly new process that he didn't believe included any rebar, he thought it was all fiber mesh that has held up very well with the coal truck traffic. Mr. Landers said he would look into that and he thought that process was called white topping. Mr. Landers also mentioned that the Elkhart blacktop is a roll through, the trucks aren't stopping and turning like they do on Heitmann Drive, so that will play a part in the engineering.

Alderman Welch made the motion to approve the 4<sup>th</sup> St and Decatur St target for \$150,000.00, and asked that Mr. Landers bring targets back to the Council that will repairs roads in each ward. Alderman Keller seconded.

Mayor Goodman called for further discussion, there being none, City Clerk Bateman called the roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Colby Leith, Alderman Kathy Horn

**Nays: (0)**

**Abstain: (0)**

**Absent: (0)**

#### **D. Approval of 2020 Sidewalk and Curb Targets**

Referring to the memo and maps included in the agenda, Superintendent Landers said these are targets that were chosen last year but couldn't be completed due to budget restraints. They are areas focused around schools where kids are walking. The targets include ramp work that needs done at Central and Washington-Monroe Schools if that will fit into the budget. He also mentioned the sidewalk work done at CVS a few years ago, there was ramp work at College St. and Woodlawn that could not be completed due to needing easements. There has been movement on those easements so this project could be added to the targets as well. This area is heavily traveled by students and Housing Authority residents.

Alderman Welch made the motion to approve. Alderman Bateman seconded. Mayor Goodman called for discussion.

Mayor Goodman called for further discussion, there being none, City Clerk Bateman called the roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Colby Leith, Alderman Kathy Horn

**Nays: (0)**

**Abstain: (0)**

**Absent: (0)**

**E. Approval of renewing 60 month lease with Konica Minolta for City Hall and Police Station for copiers, current lease to expire.**

The new lease for the City Clerks copier/printer, will include payoff of old lease, unlimited black and color copies and parts, labor and toner will be included for a monthly fee of \$306.87. That price is based off of their average monthly copies. They are currently paying \$287 a month, however they pay extra for color copies. Their current machine will move up to the Fire Department and they will pay a \$25/month agreement. That will also include unlimited black toner, parts and labor. They will print any color copies on the Clerk's machine.

The Police Department's new lease will be the same and based off their average amount of printing. Their monthly payment will be \$167.61 and was previously \$167.24.

Alderman Welch made the motion to approve. Alderman Parrott seconded. Mayor Goodman called for discussion.

There being no further discussion, City Clerk Bateman called the roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Colby Leith, Alderman Kathy Horn

**Nays: (0)**

**Abstain: (0)**

**Absent: (0)**

Mayor Goodman moved on to other items on the agenda.

**Discussion:**

**Lincoln Park District request for taking over city owned parks.**

City Attorney John Hoblit stated that the title work for 2 of the 4 city owned parks are complete. The other 2 are taking extra time to be completed due to the Title Company operating at half staff and they are also extremely busy with mortgage refinances due to the low interest rates. He will keep the council updated with the status of the title work.

Mayor Goodman moved on to other items on the agenda.

**Announcements:**

- Alderman Welch said that Home Energy letters have been mailed out. He wanted to remind the citizens that this is an Opt Out program and that you must opt out by May 8<sup>th</sup> to not get the rate that is stated in the letter.
- Alderman Welch wanted to also announce that the 3<sup>rd</sup> Friday Lincoln committee has been meeting remotely and have discussed events for June, July and August. They are focusing on July and August more due to not knowing if the Stay at Home order will carry into June so to stay tuned for more announcements.
- Alderman Parrott had a citizen reach out to him via email and asked if the City has any plan in place for transients that may stop in Lincoln and need assistance due to the COVID-19 virus. Chief Adams said that the City has not had any transient issues recently. There are always

motorists that break down on the highway but that is what the National Motorist Association is for. They offer one night hotel stay and gas vouchers but there are restrictions on those. As far as a plan for COVID-19, there is not one in place.

- Mayor Goodman has been approached by several people that are wanting to honor local graduating seniors by placing signs on city or county property. He wanted the council to be aware that they may be contacted as well.
- Mayor Goodman also received a letter from the Illinois Association of Water, Pollution and Control Operators that stated that they had to cancel their reception due to the current crisis. The City of Lincoln did not receive a nomination.
- Alderman Keller gave an update on the 2020 Census. Nationally, a little over 50% have completed the Census which is below the Census Bureau's projections. Illinois is 9<sup>th</sup> for highest response and our county and city is above the average response as well. The Bureau encourages everyone to fill out their surveys.
- City Administrator Kavelman announced that Comcast will be adding the Cleo channel to the entertainment package beginning May 5<sup>th</sup>.
- Superintendent Landers shared that in February 2020, the Street Department had a surprise inspection from OSHA. There were 5 violations that the department was not aware of. The department received confirmation today (April 20<sup>th</sup>) that all violations have been corrected and have met all requirements.
- City Administrator Kavelman shared that the Downstate Small Business Stabilization Program had great results and the City of Lincoln was able to receive quite a bit of money through the program to help our local small businesses.
- Mayor Goodman asked City Clerk Bateman to go over how citizens can pay their sewer bills with City Hall's doors locked. She said there are drop boxes on Kickapoo St and at City Hall. They prefer that you do not put cash in those boxes. If you have no other choice but to use cash, call the office between 9-5 and someone will retrieve your cash payment through the drop box immediately. You can also pay online through the city website or mail your payment.

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### **Adjournment:**

There being no further discussion to come before the City Council of Lincoln, Alderman Keller motioned to adjourn, seconded by Alderman Hoinacki. Mayor Goodman adjourned the meeting at 8:07 p.m.

**Respectfully Submitted By:**  
**Charity Hutchison, Recording Secretary**

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE CITY OF LINCOLN TO BORROW FUNDS  
FROM THE WATER POLLUTION CONTROL LOAN PROGRAM**

THIS ORDINANCE is made and adopted by the CITY COUNCIL OF THE CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, at a regular meeting held in the City Council Chambers in said City on the \_\_\_\_ day of \_\_\_\_\_, 2020, WITNESSETH:

**WHEREAS**, the City Council of Lincoln, Logan County, Illinois operates its sewerage system ("the System") and in accordance with the provisions of 65 ILCS 5/11-139 and the Local Government Debt Reform Act, 30 ILCS 350/1 (collectively, "the Act"), and

**WHEREAS**, the City Council of the City of Lincoln ("the Corporate Authorities") have determined that it is advisable, necessary and in the best interests of public health, safety and welfare to improve the System, including the following:

**Improvements to the CSO Treatment Facility**

together with any land or rights in land and all electrical, mechanical or other services necessary, useful or advisable for the improvement of the Combined Service Overflow (CSO) Treatment Facility to add capacity up to 70 million gallons per day (MGD) ("the Project"), all in accordance with the plans and specifications prepared by consulting engineers of the City of Lincoln; which Project has a useful life of 50 plus years; and

**WHEREAS**, the estimated cost of construction and installation of the Project, including engineering, legal, financial and other related expenses is \$15,000.000, and there are insufficient funds on hand and lawfully available to pay these costs; and

**WHEREAS**, if there is any additional funding left over then any of four alternative projects will be added including (1) renovation of the existing laboratory building, (2)



construction of a building over the existing headworks, (3) grit classifier equipment, and (4) secondary clarifier mechanisms; and

**WHEREAS**, the loan shall bear an interest rate as defined by 35 Ill. Adm. Code 365, which does not exceed the maximum rate authorized by the Bond Authorization Act, as amended, 30 ILCS 305/0.01 et seq., at the time of the issuance of the loan; and

**WHEREAS**, the principal and interest payment shall be payable semi-annually, and the loan shall mature in 20 years, which is within the period of useful life of the Project; and

**WHEREAS**, the costs are expected to be paid for with a loan to the City of Lincoln from the Water Pollution Control Loan Program through the Illinois Environmental Protection Agency, the loan to be repaid from the sewer revenues, specifically the Sewer Operations and Maintenance Fund and the loan is authorized to be accepted at this time pursuant to the Act; and

**WHEREAS**, in accordance with the provisions of the Act, the City of Lincoln is authorized to borrow funds from the Water Pollution Control Loan Program in the aggregate principal amount of \$15,000,000 to provide funds to pay the costs of the Project;

**WHEREAS**, the loan to the City of Lincoln shall be made pursuant to a Loan Agreement, including certain terms and conditions, between the City of Lincoln and the Illinois Environmental Protection Agency;

NOW THEREFORE, be it ordained by the Corporate Authorities of the City of Lincoln of Logan County, Illinois, as follows:

#### **SECTION 1. INCORPORATION OF PREAMBLES**

The Corporate Authorities hereby find that the recitals contained in the preambles are true and correct, and incorporate them into this Ordinance by this reference.

## **SECTION 2. DETERMINATION TO BORROW FUNDS**

It is necessary and in the best interests of the City of Lincoln to construct the Project for the public health, safety and welfare, in accordance with the plans and specifications, as described; that the System continues to be operated in accordance with the provision of the Act; and that for the purpose of constructing the Project, it is hereby authorized that funds be borrowed by the City of Lincoln in an aggregate principal amount not to exceed \$15,000,000.00

## **SECTION 3. PUBLICATION**

This Ordinance, together with a Notice in the statutory form (attached hereto as Exhibit A), shall be published once within ten days after passage in the Courier, a newspaper published and of general circulation in the City of Lincoln and if no petition, signed by electors numbering 10% or more of the registered voters in the City of Lincoln (i.e., 1382) asking that the question of improving the System as provided in this Ordinance and entering into the Loan Agreement therefore be submitted to the electors of the City of Lincoln, is filed with the City Clerk within 30 days after the date of publication of this Ordinance and notice, then this Ordinance shall be in full force and effect. A petition form shall be provided by the City Clerk to any individual requesting one.

## **SECTION 4. ADDITIONAL ORDINANCES**

If no petition meeting the requirements of the Act and other applicable laws is filed during the 30-day petition period, then the Corporate Authorities may adopt additional ordinances or proceedings supplementing or amending this Ordinance providing for entering into the Loan Agreement with the Illinois Environmental Protection Agency, prescribing all the details of the Loan Agreement, and providing for the collection, segregation and distribution of Sewer Revenues from the Sewer Operations and Maintenance Fund so long as the maximum



amount of the Loan Agreement as set forth in this Ordinance is not exceeded and there is no material change in the Project or purposes described herein. Any additional ordinances or proceedings shall in all instances become effective in accordance with the Act or other applicable law. This Ordinance, together with such additional ordinances or proceedings, shall constitute complete authority for entering into the Loan Agreement under applicable law.

However, notwithstanding the above, the City of Lincoln may not adopt additional ordinances or amendments which provide for any substantive or material change in the scope and intent of this Ordinance, including but not limited to interest rate, preference, or priority of any other ordinance with this Ordinance, parity of any other ordinance with this Ordinance, or otherwise alter or impair the obligation of the City of Lincoln to pay the principal and interest due to the Water Pollution Control Loan Program without the written consent of the Illinois Environmental Protection Agency.

#### **SECTION 5. LOAN NOT INDEBTEDNESS OF THE CITY OF LINCOLN**

Repayment of the loan to the Illinois Environmental Protection Agency by the City of Lincoln pursuant to this Ordinance is to be solely from the revenue derived from the Sewer Operations and Maintenance Fund and the loan does not constitute an indebtedness of the City of Lincoln within the meaning of any constitutional or statutory limitation.

#### **SECTION 6. APPLICATION FOR LOAN**

The Mayor is hereby authorized to make application to the Illinois Environmental Protection Agency for a loan through the Water Pollution Control Loan Program, in accordance with the loan requirements set out in 35 Ill. Adm. Code 365.

## **SECTION 7. ACCEPTANCE OF LOAN AGREEMENT**

The Corporate Authorities hereby authorize acceptance of the offer of a loan through the Water Pollution Control Loan Program, including all terms and conditions of the Loan Agreement as well as all special conditions contained therein and made a part thereof by reference. The Corporate Authorities further agree that the loan funds awarded shall be used solely for the purposes of the Project as approved by the Illinois Environmental Protection Agency in accordance with the terms and conditions of the Loan Agreement.

## **SECTION 8. OUTSTANDING BONDS**

The City of Lincoln has outstanding bonds, payable from revenues of the system, that are senior to the loan authorized by this Ordinance, and the City of Lincoln establishes an account, coverage, and reserves equivalent to the account(s), coverage(s) and reserve(s) as the senior lien holders in accordance with 35 ILCS 365.350(a)(10)(C)(WPC).

## **SECTION 9. AUTHORIZATION OF MAYOR TO EXECUTE LOAN AGREEMENT**

The Mayor is hereby authorized and directed to execute the Loan Agreement with the Illinois Environmental Protection Agency. The Corporate Authorities may authorize by resolution a person other than Mayor for the sole purpose of authorizing or executing any documents associated with payment requests or reimbursements from the Illinois Environmental Protection Agency in connection with this loan.

## **SECTION 10. SEVERABILITY**

If any section, paragraph, clause or provision of this Ordinance is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance.

## SECTION 11. REPEALER

All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

The vote on the adoption of his Ordinance was as follows:

Alderman Parrott	_____	Alderman Keller	_____
Alderwoman Horn	_____	Alderman Welch	_____
Alderman Hoinacki	_____	Alderman Leith	_____
Alderman Bateman	_____	Alderman Downs	_____

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

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

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF LINCOLN,

BY: \_\_\_\_\_

Seth Goodman, Mayor

City of Lincoln, Logan County, Illinois

ATTEST: \_\_\_\_\_ (SEAL)

City Clerk, City of Lincoln,

Logan County, Illinois

## **Exhibit A**

### **NOTICE OF INTENT TO BORROW FUNDS AND RIGHT TO FILE PETITION**

NOTICE IS HEREBY GIVEN that, pursuant to Ordinance Number \_\_\_\_\_, adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, the City of Lincoln of Lincoln, Logan County, Illinois City, intends to enter into a Loan Agreement with the Illinois Environmental Protection Agency in an aggregate principal amount not to exceed \$15,000,000 and bearing annual interest at an amount not to exceed the maximum rate authorized by law at the time of execution of the Loan Agreement, for the purpose of paying the cost of certain improvement to the sewerage system of the City of Lincoln. A complete copy of the Ordinance accompanies this notice.

NOTICE IS HEREBY FURTHER GIVEN that if a petition signed by 1382 or more electors of the City of Lincoln (being equal to 10% of the registered voters in the City of Lincoln), requesting that the question of improving the sewerage system and entering into the Loan Agreement is submitted to the City Clerk within 30 days after the publication of this Notice, the question of improving the sewerage system of the City of Lincoln as provided in the Ordinance and Loan Agreement shall be submitted to the electors of the City of Lincoln at next consolidated election to be held on April 6, 2021. A petition form is available from the office of the City Clerk.

\_\_\_\_\_  
City Clerk  
City of Lincoln  
Logan County, Illinois

## CERTIFICATION

I, \_\_\_\_\_, do hereby certify that I am the duly elected, qualified and acting Clerk of the City of Lincoln. I do further certify that the above and foregoing, identified as Ordinance Number \_\_\_\_\_, is a true, complete and correct copy of an ordinance otherwise identified as An Ordinance Authorizing the City of Lincoln to Borrow Funds from the Water Pollution Control Program passed by the City of Lincoln on the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and approved by the Mayor of the City of Lincoln on the same said date, the original of which is part of the books and records within my control as Clerk of the City of Lincoln.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## NO REFERENDUM CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified, and acting City Clerk of the City of Lincoln, of Logan County, Illinois, and as such officer I am the keeper of the books, records, files and journal of proceedings of the City of Lincoln and of the Mayor and City Council of the City of Lincoln.

I do further certify that Ordinance Number \_\_\_\_\_, being the Ordinance entitled An Ordinance Authorizing the City of Lincoln to Borrow Funds from the Water Pollution Control Program (the "Ordinance") was presented to and passed by the Mayor and the City Council of the City of Lincoln at its legally convened meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2020 and signed by the Mayor of the City of Lincoln on said day.

I do further certify that the Ordinance was duly and properly published in the newspaper published and of general circulation within the City of Lincoln, on the \_\_\_\_ day of 2020, being a date within ten days from the date of passage of the Ordinance.

I do further certify that publication of the Ordinance was accompanied by a separate publication of notice of (1) the specific number of voters required to sign the petition requesting the question of constructing improvements to the sewerage system as provided in the Ordinance; (2) the time in which such petition must have been filed; and (3) the date of the prospective referendum.

I do further certify that I did make available and provide to any individual so requesting a petition form, which petition form provided for submission to the electors of the City of Lincoln of the question as set forth therein. Such petition forms were available from me continuously from \_\_\_\_\_, \_\_\_\_\_, 2020, up to and including \_\_\_\_\_, \_\_\_\_\_, 2020.

I do further certify that no Petition has been filed in my office within days after publication of the Ordinance or as of the time of the signing hereof as provided by statute asking that the question of improving the sewerage system as provided in the Ordinance and the Loan Agreement therefore be submitted to the electors of the City of Lincoln.

IN WITNESS WHEREOF I have hereunto affixed my official signature and the corporate seal of the City of Lincoln of Lincoln, Logan County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
City Clerk  
City of Lincoln  
Logan County, Illinois

(SEAL)

## **RESOLUTION**

### **RESOLUTION ESTABLISHING SALARIES AND/OR PAY INCREASES FOR THE CITY OF LINCOLN**

THIS RESOLUTION is made and adopted by the CITY COUNCIL OF THE CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, at a regular meeting held in the City Council Chambers in said City on the \_\_\_\_ day of \_\_\_\_\_, 2020, WITNESSETH:

WHEREAS, the City of Lincoln establishes a salary for all appointed officials and employees for the City of Lincoln; and

WHEREAS, the City Council will consider the performance, skill levels, and market conditions in determining the amount and type of pay increases for its employees;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LINCOLN, as follows:

Section 1: The following full-time, exempt positions shall receive a cost of living increase to their current annual salary in the amount of nine percent (9.0%) to be paid out in a manner established by City policy and shall be paid retroactive to May 1, 2020:

1. Deputy Building and Safety Officer

Section 2: The following full-time, exempt positions shall receive a cost of living increase to their current annual salary in the amount of three percent (3.0%) to be paid out in a manner established by City policy and shall be paid retroactive to May 1, 2020:

1. Fire Chief
2. Police Chief
3. Building and Safety Inspector
4. Street Superintendent
5. Assistant Fire Chief(s)
6. Deputy Police Chief
7. Administrative Assistant to the Chief of Police
8. Deputy City Clerk
9. Sewer Clerks
10. Police Records Clerk



Section 3: The following part-time positions shall receive a cost of living increase to their current hourly rate in the amount of three percent (3.0%) to be paid out in a manner established by City policy and shall be paid retroactive to May 1, 2020:

1. Crossing Guard (Part-Time)
2. Sewer Clerk (Part-Time)
3. Landfill Attendants (Part-Time)
4. Assistant City Clerk (Part-Time)

The vote on the adoption of his Resolution was as follows:

Alderman Parrott	_____	Alderman Keller	_____
Alderman Downs	_____	Alderman Welch	_____
Alderman Hoinacki	_____	Alderman Leith	_____
Alderwoman Horn	_____	Alderman Bateman	_____

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain \_\_\_\_\_

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

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF LINCOLN,

BY: \_\_\_\_\_

Seth Goodman, Mayor  
City of Lincoln, Logan County, Illinois

ATTEST: \_\_\_\_\_(SEAL)

City Clerk, City of Lincoln,  
Logan County, Illinois

**RESOLUTION 2020 - \_\_\_\_\_**

**RESOLUTION CREATING FULL TIME POSITION  
AND ESTABLISHING SALARY**

THIS RESOLUTION is made and adopted by the CITY COUNCIL OF THE CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, at a regular meeting held in the City Council Chambers in said City on the \_\_\_\_ day of \_\_\_\_\_, 2020, WITNESSETH:

WHEREAS, the City of Lincoln establishes a salary for all appointed officials and employees for the City of Lincoln; and

WHEREAS, the City Council will consider the performance, skill levels, and market conditions when determining the salary of its appointed officials; and

WHEREAS, the Administrative Assistant to the Municipal Services is currently working in a part time capacity and the City Council desires this to become a full time position; and

WHEREAS, the City desires to acknowledge to establish salary of this full time position;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the CITY COUNCIL OF THE CITY OF LINCOLN, as follows:

1. That the recitals outlined above are incorporated herein as if appearing herein verbatim.
2. That the position of Administrative Assistant to the Municipal Services becomes a full time non-union position to be paid via salary.
3. The annual salary of this position be established at \$29,432.00 retroactive to May 1, 2020.

The vote on the adoption of his Resolution was as follows:

Alderman Parrott	_____	Alderman Keller	_____
Alderwoman Horn	_____	Alderman Welch	_____
Alderman Hoinacki	_____	Alderman Leith	_____
Alderman Downs	_____	Alderman Bateman	_____

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

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

Abstain: \_\_\_\_\_

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF LINCOLN,

BY: \_\_\_\_\_

Seth Goodman, Mayor  
City of Lincoln, Logan County, Illinois

ATTEST: \_\_\_\_\_ (SEAL)

City Clerk, City of Lincoln,  
Logan County, Illinois

## MEMORANDUM

**TO:** Mayor and Aldermen of the City of Lincoln  
**FROM:** Walt Landers, Street Superintendent  
**MEETING DATE:** May 4, 2020  
**RE:** 2020/2021 Draft Motor Fuel Tax Maintenance Program Resolution

---

### **Background**

Each year the City must provide a budget and design guidelines to the Illinois Department of Transportation (IDOT) for its expenditures using Motor Fuel Tax (MFT) proceeds, the use of MFT funds are limited to the engineering, labor, maintenance, material and construction of roadways, sidewalks, and curb and gutters. Expenses which are limited in the resolution must take place within the City's current fiscal year. In order to be reimbursed for the use of these funds, IDOT must approve the planned expenditures

### **Analysis/Discussion**

In the 2020 program, the City is scheduled to have appropriated an amount of \$628,000.00, of MFT funds for the purpose of maintaining streets, sidewalks, curb and gutter and other related expenses. As mentioned before the program expenses will run from May 1, 2020 to April 30, 2021. An itemized listing of expenses is included along with this memo.

### **Fiscal Impact**

The expenses planned for the 2020/2021 MFT Maintenance program are included in the MFT Budget.

### **Council Recommendation:**

Adopt the 2020/2021 MFT Maintenance Program Resolution as presented.



**Resolution for Maintenance  
Under the Illinois Highway Code**



Resolution Number	Resolution Type	Section Number
	Original	20-00000-00-GM

BE IT RESOLVED, by the Council of the City of Lincoln Illinois that there is hereby appropriated the sum of Six hundred twenty-eight thousand, and 00/100 Dollars ( \$628,000.00 )

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 05/01/20 to 04/30/21 .  
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of Lincoln Local Public Agency Type Name of Local Public Agency shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Ms. Peggy Bateman City Clerk in and for said City Name of Clerk Local Public Agency Type Local Public Agency Type of Lincoln Name of Local Public Agency in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Council of Lincoln at a meeting held on 05/04/20 Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 4th day of May, 2020 .  
Day Month, Year

(SEAL)

Clerk Signature

--

**APPROVED**

Regional Engineer  
Department of Transportation

Date

--	--



Estimate of Maintenance Costs

Submittal Type **Original**

Maintenance Period

Beginning

Ending

Local Public Agency

County

Section Number

City of Lincoln

Logan

20-00000-00-GM

05/01/20

04/30/21

Maintenance Items

Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
1. Spot Patching	IIA	No	Bituminous Cold Mix	Ton	160	\$135.00	\$21,600.00	
	IIA	No	Bituminous Hot Mix	Ton	50	\$148.00	\$7,400.00	
	IIA	No	Labor	Hr	1,180	\$28.00	\$33,040.00	
	IIA	No	Equipment	Hr	940	\$28.00	\$26,320.00	\$88,360.00
2. Cleaning Inlets and Culverts	IIA	No	Labor	Hr	400	\$28.00	\$11,200.00	
	IIA	No	Equipment	Hr	400	\$28.00	\$11,200.00	\$22,400.00
3. Gutter Cleaning	IIA	No	Labor	Hr	1,850	\$28.00	\$51,800.00	
	IIA	No	Equipment	Hr	1,850	\$56.00	\$103,600.00	\$155,400.00
4. Snow and Ice Removal	IIA	No	Labor	Hr	825	\$28.00	\$23,100.00	
	IIA	No	Equipment	Hr	825	\$28.00	\$23,100.00	
	I	No	Road Salt	Ton	500	\$116.00	\$58,000.00	\$104,200.00
5. Traffic Signal Electric Service	I	No	Electrical Energy	LSum	1	\$96,000.00	\$96,000.00	\$96,000.00
6. Sidewalk Replacement	IV	Yes	Contract	LSum	1	\$125,000.00	\$125,000.00	\$125,000.00
7. Curb and Gutter and Sidewalk Replacement	IIA	No	Labor	Hr	550	\$28.00	\$15,400.00	
	IIA	No	Equipment	Hr	480	\$28.00	\$13,440.00	
	IIA	No	Concrete	CY	125	\$120.00	\$15,000.00	\$43,840.00
8. Spray Patching	IIA	No	Bit. Matl. Spray Patch	Gal	5,500	\$6.00	\$33,000.00	
	IIA	No	Spray Patch Aggregate	Ton	200	\$21.00	\$4,200.00	\$37,200.00
Total Operation Cost								\$672,400.00

**Estimate of Maintenance Costs**Submittal Type **Original**

Local Public Agency		County	Section	Maintenance Period	
				Beginning	Ending
City of Lincoln		Logan	20-00000-00-GM	05/01/20	04/30/21

**Estimate of Maintenance Costs Summary**

Maintenance	MFT Funds	Other Funds	Estimated Costs
Local Public Agency Labor	\$134,540.00	\$0.00	\$134,540.00
Local Public Agency Equipment	\$177,660.00	\$0.00	\$177,660.00
Materials/Contracts(Non Bid Items)	\$235,200.00	\$0.00	\$235,200.00
Materials/Deliver & Install/Request for Quotations (Bid Items)	\$0.00	\$0.00	\$0.00
Formal Contract (Bid Items)	\$0.00	\$125,000.00	\$125,000.00
<b>Maintenance Total</b>	<b>\$547,400.00</b>	<b>\$125,000.00</b>	<b>\$672,400.00</b>

**Estimated Maintenance Eng Costs Summary**

Maintenance Engineering	MFT Funds	Other Funds	Total Est Costs
Preliminary Engineering	\$15,368.00		\$15,368.00
Engineering Inspection	\$7,500.00		\$7,500.00
Material Testing			
Advertising			
Bridge Inspection Engineering			
<b>Maintenance Engineering Total</b>	<b>\$22,868.00</b>		<b>\$22,868.00</b>
<b>Total Estimated Maintenance</b>	<b>\$570,268.00</b>	<b>\$125,000.00</b>	<b>\$695,268.00</b>

## Remarks

Operation #6 Sidewalk Replacement Construction to be paid with General Funds

**SUBMITTED**

Local Public Agency Official	Date

## Title

Mayor

**APPROVED**

County Engineer/Superintendent of Highways	Date

Regional Engineer Department of Transportation	Date



# Maintenance Engineering to be Performed by a Consulting Engineer



Local Public Agency

County

Section Number

City of Lincoln

Logan

20-00000-00-GM

The services to be performed by the consulting engineer, pertaining to the various items of work included in the estimated cost of the maintenance operations (BLR 14222), shall consist of the following:

**PRELIMINARY ENGINEERING** shall include:

Investigation of the condition of the streets or highways for determination (in consultation with the local highway authority) of the maintenance operations to be included in the maintenance program; preparation of the maintenance resolution (BLR 14220 for municipalities and counties), maintenance estimate of cost and, if applicable, proposal; attendance at meetings of the governing body as may reasonably be required; attendance at public letting; preparation of the contract, quotations, and/or acceptance (BLR 12330) form. Also, preparation of the maintenance expenditure statement which must be submitted to IDOT within 3 months of the end of the maintenance period.

**ENGINEERING INSPECTION** shall include:

Furnishing the engineering field inspection, including preparation of payment estimate for contract, material proposal and/or deliver and install proposal and/or checking material invoices of those maintenance operations requiring engineering field inspection. For operations requiring material testing ensure the testing is completed by a qualified firm.

For furnishing preliminary engineering, the engineer will be paid a base fee PLUS a negotiated fee percentage. Only one base fee can be charged per maintenance period. For furnishing engineering inspection, the engineer will be paid a negotiated fee percentage. The negotiated preliminary engineering fee percentage for each maintenance group shown in the "Schedule of Fees" shall be applied to the total estimated costs of that group. The negotiated fee for engineering inspection for each maintenance group shall be applied to the total final cost of that group for the times which required engineering inspections. In no case shall this be construed to include supervision of the contractor operations.

**SCHEDULE OF FEES**

Total of all Maintenance Operations:



&lt;= \$20,000

Base Fee



&gt; \$20,000

Base Fee = \$1,250.00

PLUS					
Maintenance Engineering Category	Preliminary Engineering		Engineering Inspection		Operation(s) to be Inspected
	Maximum Fee %	Negotiated Fee %	Maximum Fee %	Negotiated Fee %	
I	NA	NA	NA	NA	NA
IIA	2%	2%	1%		
IIB	3%		3%		
III	4%		4%		
IV	5%	5%	6%	6%	#6

The LPA certifies that the selection of the ENGINEER was performed in accordance with the Local Government Professional Service Selection Act 50 (ILCS 510/1-510/8) and procedures outlined in Chapter 5 of the DEPARTMENT's Bureau of Local Roads and Streets Manual.

BY:

Local Public Agency Signature

Date

Title

BY:

Consulting Engineer Signature

Date

Title

P.E. Seal

Date

Approved:

Regional Engineer, IDOT

Date





## Equipment Rental Schedule



Local Public Agency

Lincoln

County

Logan

Section Number

20-00000-00-GM

I hereby request approval of the use of MFT funds to pay rental for the equipment listed below at the rates shown. The equipment is owned by City of Lincoln, and is to be used on the above named section.

Name of Entity

Rental Rates calculated using:

☒ Schedule of Average Ownership Equipment Rental Expense Multiplier Used 1.474

☐ Blue Book ☐ Custom Rate from IDOT (attach documentation)

Item of Equipment	Manufacturer	Model	Size	Year Built	Page No.	Current Rental Rate	Operator Rate	Total Cost	
#1 Pickup	Dodge	pu/gas	Half Ton	2019	51	\$13.86		\$13.86	-
#2 Dump	Ford		1 Ton	2018	52	\$39.77		\$39.77	-
#3 Dump	Ford		1 Ton	2014	52	\$39.77		\$39.77	-
#3 Plow	Flink	Rev.			40	\$14.00		\$14.00	-
#4 Dump	Ford		1 Ton	2014	52	\$39.77		\$39.77	-
#4 Plow	Flink	Rev.			40	\$14.00		\$14.00	-
#5 Flat Bed	Chevrolet	flat/gas	3/4 Ton	2008	50	\$16.40		\$16.40	-
#5 Plow	Western	Rev.			40	\$14.00		\$14.00	-
#6 Dump	International	dp/desi	4900	1993	52	\$39.77		\$39.77	-
#6 Plow	Flink	Rev.			40	\$14.00		\$14.00	-
#6 Spreader	Flink	PTO			43	\$8.70		\$8.70	-
#7 Dump	International	dp/desi	7400	2008	52	\$39.77		\$39.77	-
#7 Plow	Flink	Rev.			40	\$14.00		\$14.00	-
#7 Spreader	Flink	PTO			43	\$8.70		\$8.70	-
#8 Dump	International	dp/desi	4900	2008	52	\$39.77		\$39.77	-
#8 Plow	Flink	Rev.			40	\$14.00		\$14.00	-
#10 Dump	International	dp/desi	4300	2010	52	\$39.77		\$39.77	-
#10 Plow	Henderson	Rev.			40	\$14.00		\$14.00	-
#10 Spreader	Henderson	PTO			43	\$8.70		\$8.70	-
#11 Utility	Ford	util/desi	1 Ton	1997	51	\$13.86		\$13.86	-
#12 Dump	International	dp/desi	4900	1997	52	\$39.77		\$39.77	-
#12 Plow	Flink	Rev.			40	\$14.00		\$14.00	-
#13 Bucket	GMC	bkt/desi	1 Ton	1998	50	\$50.99		\$50.99	-
#14 Pickup	Chevrolet	pu/desi	3/4 Ton	2001	51	\$13.86		\$13.86	-
#14 Plow	Western	Rev.			40	\$14.00		\$14.00	-
#16 Dump	International	dp/desi	4900	2001	52	\$39.77		\$39.77	-
#16 Plow	Flink	Rev.			40	\$14.00		\$14.00	-
#17 Dump	International	dp/desi		2001	52	\$39.77		\$39.77	-

Local Public Agency

County

Section Number

Lincoln

Logan

20-00000-00-GM

Item of Equipment	Manufacturer	Model	Size	Year Built	Page No.	Current Rental Rate	Operator Rate	Total Cost	
#17 Plow	Flink	Rev.			40	\$14.00		\$14.00	-
#9 Bucket	Chevrolet	bkt/desl	K7900	2003	50	\$62.94		\$62.94	-
Pelican Sweeper	Elgin	series p		1998	44	\$67.14		\$67.14	-
Allianz Sweeper	Johnson	mx450		2007	44	\$67.14		\$67.14	-
Wheel Loader	John Deere	524k		2012	46	\$56.39		\$56.39	-
Backhoe #1	John Deere	310sj		2008	46	\$51.34		\$51.34	-
Backhoe #2	John Deere	310e		1998	46	\$38.81		\$38.81	-
Motor Grader	Dreeser	850		1992	21	\$65.83		\$65.83	-
Distributor	International	ldstarr		1974	14	\$28.14		\$28.14	-
Chip Spreader	Etnyre	k4664		1984	42	\$76.21		\$76.21	-
#1 Tractor/Mower	John Deere	5210		2000	45	\$29.67		\$29.67	-
#2 Tractor/Mower	Kioti	dk45s		2005	45	\$27.27		\$27.27	-
Air Compressor	Ingersoll Rand	175		1979	10	\$14.81		\$14.81	-
Asphalt Zipper		az480h		2004	9	\$43.34		\$43.34	-
Tire Roller	Bros Roller	sp54		1959	34	\$34.02		\$34.02	-
Street Roller	Rex Roller	900		1978	34	\$43.75		\$43.75	-
Brush Chipper	Brush Bandit	200x		1991	5	\$23.04		\$23.04	-
Skid Steer	Bobcat	S570		2004	46	\$26.81		\$26.81	-
Snow Blower					39	\$5.90		\$5.90	-
Street Broom					5	\$7.08		\$7.08	-
Spray Patcher	Total Patcher	Vortex		2015		\$48.47		\$48.47	-
Add									

Submitted:

Local Public Agency Signature

Date



For a Road District project County Engineer signature required.

County Engineer Signature

Date



Approved:

Regional Engineer, DOT

Date

APR 24 2020

RECEIVED



# INVOICE

Beth Kavelman  
City of Lincoln, IL  
700 Broadway St  
P O Box 509  
Lincoln, IL 62656

Invoice 0208800  
Project 19000114.00  
Invoice Date 04/17/2020  
Client ID LI0050  
Dept CMT.WR.08.SPI  
Page 1

Lincoln Union St P.S. Construction

## Professional Services from February 29, 2020 to April 3, 2020

### Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	12.00	220.00	2,640.00	
Project Engineer I	85.50	190.00	16,530.00	
Project Structural Engineer I	8.00	190.00	1,520.00	
Senior Engineer I	6.00	150.00	900.00	
Senior Architect I	1.00	150.00	150.00	
Engineer I	1.50	130.00	195.00	
Senior Technician I	9.50	135.00	1,282.50	
Technician I	.50	95.00	47.50	
Intern	9.00	95.00	855.00	
Totals	133.00		24,120.00	
Total Labor				24,120.00

### Reimbursable Expenses

Travel - Employee Mileage	86.25	
Total Reimbursables	86.25	86.25

### Total Billings

	Current	Prior	To-Date
Total Billings	24,206.25	22,632.68	46,838.93
Limit			195,000.00
Remaining			148,161.07

Total this Invoice \$24,206.25

### Project Summary

Contract Amount	Previous	Current	Project To Date	Remaining	Payments	Outstanding
0.00	22,632.68	24,206.25	46,838.93	0.00	22,632.68	24,206.25

CRAWFORD, MURPHY & TILLY \* ENGINEERS AND CONSULTANTS \* 2750 WEST WASHINGTON ST \* SPRINGFIELD, IL 62702-3465

(217) 787-8050 \* F.E.I.N 37-0844662 \* FAX (217) 787-4183

# Billing Backup

Crawford, Murphy & Tilly, Inc.

Invoice 0208800 Dated 4/17/2020

Friday, April 17, 2020

11:29:26 AM

## Professional Personnel

		Hours	Rate	Amount
Project Engineer II				
Crites, Christina	3/16/2020	2.00	220.00	440.00
Crites, Christina	3/23/2020	1.50	220.00	330.00
Crites, Christina	3/25/2020	1.00	220.00	220.00
Crites, Christina	3/26/2020	2.00	220.00	440.00
Crites, Christina	3/30/2020	2.00	220.00	440.00
Crites, Christina	3/31/2020	1.00	220.00	220.00
Crites, Christina	4/1/2020	1.50	220.00	330.00
Crites, Christina	4/3/2020	1.00	220.00	220.00
Project Engineer I				
Brady, Shannon	3/3/2020	3.00	190.00	570.00
Brady, Shannon	3/6/2020	1.00	190.00	190.00
Brady, Shannon	3/11/2020	3.00	190.00	570.00
Brady, Shannon	3/12/2020	3.00	190.00	570.00
Brady, Shannon	3/13/2020	1.00	190.00	190.00
Brady, Shannon	3/16/2020	2.00	190.00	380.00
Brady, Shannon	3/17/2020	1.00	190.00	190.00
Brady, Shannon	3/18/2020	2.00	190.00	380.00
Brady, Shannon	3/19/2020	1.00	190.00	190.00
Brady, Shannon	3/23/2020	1.00	190.00	190.00
Brady, Shannon	3/24/2020	.50	190.00	95.00
Brady, Shannon	3/26/2020	2.00	190.00	380.00
Brady, Shannon	3/27/2020	2.00	190.00	380.00
Brady, Shannon	3/30/2020	1.00	190.00	190.00
Brady, Shannon	3/31/2020	2.00	190.00	380.00
Brady, Shannon	4/1/2020	1.00	190.00	190.00
Brady, Shannon	4/2/2020	4.00	190.00	760.00
Brady, Shannon	4/3/2020	2.00	190.00	380.00
Remmert, Shane	3/2/2020	2.00	190.00	380.00
Remmert, Shane	3/2/2020 OT	1.50	218.50	327.75
Remmert, Shane	3/3/2020	3.00	190.00	570.00
Remmert, Shane	3/6/2020 OT	4.50	218.50	983.25
Remmert, Shane	3/9/2020	7.50	190.00	1,425.00
Remmert, Shane	3/10/2020	5.50	190.00	1,045.00
Remmert, Shane	3/11/2020	3.00	190.00	570.00
Remmert, Shane	3/12/2020	4.50	190.00	855.00
Remmert, Shane	3/13/2020	.50	190.00	95.00
Remmert, Shane	3/16/2020	.50	190.00	95.00
Remmert, Shane	3/17/2020	1.00	190.00	190.00

Project	19000114.00	Lincoln Union St P.S. Construction			Invoice	0208800
Remmert, Shane		3/18/2020	1.00	190.00	190.00	
Remmert, Shane		3/19/2020	.50	190.00	95.00	
Remmert, Shane		3/23/2020	1.00	190.00	190.00	
Remmert, Shane		3/26/2020	1.50	190.00	285.00	
Remmert, Shane		3/27/2020	2.00	190.00	380.00	
Remmert, Shane		3/27/2020 OT	3.00	218.50	655.50	
Remmert, Shane		3/30/2020	1.50	190.00	285.00	
Remmert, Shane		3/31/2020	1.00	190.00	190.00	
Remmert, Shane		4/1/2020	1.50	190.00	285.00	
Remmert, Shane		4/2/2020	2.50	190.00	475.00	
Remmert, Shane		4/3/2020 OT	1.00	218.50	218.50	
Weller, Louis		3/27/2020	3.00	190.00	570.00	
Project Structural Engineer I						
Large, Jeffery		3/11/2020	2.00	190.00	380.00	
Large, Jeffery		3/13/2020	2.00	190.00	380.00	
Large, Jeffery		3/16/2020	.50	190.00	95.00	
Large, Jeffery		3/19/2020	.50	190.00	95.00	
Large, Jeffery		3/24/2020	2.00	190.00	380.00	
Large, Jeffery		3/31/2020	1.00	190.00	190.00	
Senior Engineer I						
Schmitz, Henry		3/16/2020	3.00	150.00	450.00	
Schmitz, Henry		3/18/2020	1.00	150.00	150.00	
Schmitz, Henry		3/31/2020	1.00	150.00	150.00	
Schmitz, Henry		4/2/2020	1.00	150.00	150.00	
Senior Architect I						
Block, Alexander		3/12/2020	1.00	150.00	150.00	
Engineer I						
Begando, James		3/13/2020	1.00	130.00	130.00	
Vangunten, Jacob		3/16/2020	.50	130.00	65.00	
Senior Technician I						
Carey, Craig		3/31/2020	3.50	135.00	472.50	
Carey, Craig		4/3/2020	6.00	135.00	810.00	
Technician I						
Langheim, Jennifer		4/3/2020	.50	95.00	47.50	
Intern						
Plocher, Alexandria		3/2/2020	3.00	95.00	285.00	
Plocher, Alexandria		3/5/2020	3.00	95.00	285.00	
Plocher, Alexandria		3/9/2020	2.00	95.00	190.00	
Plocher, Alexandria		3/12/2020	1.00	95.00	95.00	
Totals			133.00		24,120.00	
<b>Total Labor</b>						<b>24,120.00</b>

Project	19000114.00	Lincoln Union St P.S. Construction	Invoice	0208800
<b>Reimbursable Expenses</b>				
Travel - Employee Mileage				
EX 0012421	3/31/2020	Carey, Craig / LINCLON IL PUMP STA . 74.00 miles @ 0.575	42.55	
EX 0012421	4/3/2020	Carey, Craig / LINCLON IL PUMP STA . 76.00 miles @ 0.575	43.70	
<b>Total Reimbursables</b>			<b>86.25</b>	<b>86.25</b>
			<b>Total this Project</b>	<b>\$24,206.25</b>
			<b>Total this Report</b>	<b>\$24,206.25</b>



UNION PACIFIC RAILROAD COMPANY

CITY CLERK  
LINCOLN, ILLINOIS

APR 28 2020

RECEIVED

CITY OF LINCOLN  
700 BROADWAY ST  
LINCOLN, IL 62656

DATE ISSUED	4/20/2020
DUE DATE	5/20/2020
BILL NUMBER	90095681
CONTRACT NUMBER	WO51591
CUSTOMER NUMBER	97237
CUST REFERENCE	
BILL PREPARER	443361
CLS: 13-ALL OTHER	

PAYMENTS TO: UNION PACIFIC RAILROAD COMPANY  
12567 COLLECTIONS CENTER DRIVE  
CHICAGO, IL 60693

CORRESPONDENCE TO: EMAIL - MARSCUSTOMERS@UP.COM  
UNION PACIFIC RAILROAD TAX ID NUMBER - 94-6001323

DESCRIPTION

PROJ # 05S2092; ATTN: ELIZBETH KAVELMAN; 291189M 5TH ST MP 63.55 HAVANA SPUR SUB  
LINCOLN IL PRELIMINARY ENGINEERING SURFACE

REFERENCE NO:

AMOUNT: \$1,408.21

PLEASE DETACH AT THIS LINE AND RETURN THIS PORTION WITH CHECK PAYABLE TO:

UNION PACIFIC RAILROAD COMPANY  
12567 COLLECTIONS CENTER DRIVE  
CHICAGO, IL 60693

DATE ISSUED	4/20/2020
DUE DATE	5/20/2020
BILL NUMBER	90095681
BILL AMOUNT	\$1,408.21
CONTRACT NUMBER	WO51591
CUSTOMER NUMBER	97237
CLS: 13-ALL OTHER	

COMPLETE THIS PORTION FOR CHANGE OF NAME/ADDRESS:

NAME		
STREET		
CITY	STATE	ZIP



UNION PACIFIC RAILROAD COMPANY

BILL NUMBER	90095681
-------------	----------

RECAP OF CHARGES

SUMMARY OF DESCRIPTION:

JOINT FACILITY OR WORK ORDER 51591

		<u>JOB TOTAL AMOUNT</u>	<u>JOB APPORTIONMENT</u>	<u>JOB AMOUNT DUE</u>
JOB NO. 001	JOB 001 PRELIMINARY ENGINEERING	\$1,408.21	100.00 %	\$1,408.21
			BILL COST	\$1,408.21
			APPORTIONMENT	100.00%
		AMOUNT DUE (TO COVER PAGE)		\$1,408.21





UNION PACIFIC RAILROAD COMPANY

BILL NUMBER	90095681
-------------	----------

WO 51591    JOB NO 001    PERIOD 03-2020

VOUCHER PAYMENT (ALL)

<u>DATE</u>	<u>VOUCHER</u>	<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
03/20	5007613307	OLSSON INC	GOODS RECEIPT	\$1,408.21
		PAYMENT SUB TOTAL		

VOUCHER PAYMENT (ALL) TOTAL \$1,408.21

**Vendor:**

OLSSON INC  
PO BOX 84608  
LINCOLN, NE 68501-4608  
1000024823

**Voucher Nbr:** 5007613307  
**Invoice Date:** 2/12/2020  
**Invoice Amt:** \$1,408.21  
**Service Period:** 2020-02-01-2020-02-01

**Fiscal YrMo:** 202003  
**Network:** 51591  
**Activity:** 001  
**Dist Amt:** \$1,408.21

**Subdivision:** HAVANA SPUR **Mileposts:** .000-.000 **Gang Nbr:**

**Comment:** 5th St Lincoln IL 291189M CAN 51591 Project Diagnostic

**Releaser Name:** KECKEISEN **Verifier Name:** KECKEISEN

**PO Nbr:** 4300055168

**Service Desc:** Civil Design - Engineering - Master Agreement providing on call engineering services for the Union Pacific Railroad at various locations - 291189M 5TH ST MP 63 55 HAVANA SPUR SUB LINCOLN IL SURFACE

**Location Desc:** SOUTHERN Region - MID-AMERICA SU - HAVANA SPUR -

Ln	Item Nbr	Item Desc	Employee Name	Start Date/Time	End Date/Time	Qty	Unit	Unit Price	Extn Amount	Markup/ Discount
Location # 3.7 Civil Design - Engineering										
0010	03001052	Labor Engineer NSPE/ASCE Level VII - ST				0.50	HR	\$57.690	\$28.85	\$53.19
		WO 51591 Job 001 506307 \$82.0400								
0070	03001052	Labor Engineer NSPE/ASCE Level VII - ST				0.50	HR	\$59.130	\$29.57	\$54.52
		WO 51591 Job 001 506307 \$84.0900								
0080	03001052	Labor Engineer NSPE/ASCE Level VII - ST				1.50	HR	\$59.130	\$88.70	\$163.55
		WO 51591 Job 001 506307 \$252.2500								
0090	03001052	Labor Engineer NSPE/ASCE Level VII - ST				0.75	HR	\$57.690	\$43.27	\$79.78
		WO 51591 Job 001 506307 \$123.0500								
Location # 3.17 Civil Design - Engineering										
0020	03001565	Reimb Exp Misc - No Markup				89.15	\$ US Dollar	\$1.000	\$89.15	
		WO 51591 Job 001 506307 \$89.1500								
0030	03001565	Reimb Exp Misc - No Markup				22.62	\$ US Dollar	\$1.000	\$22.62	
		WO 51591 Job 001 506307 \$22.6200								
0040	03001565	Reimb Exp Misc - No Markup				37.20	\$ US Dollar	\$1.000	\$37.20	
		WO 51591 Job 001 506307 \$37.2000								
0050	03001565	Reimb Exp Misc - No Markup				84.85	\$ US Dollar	\$1.000	\$84.85	
		WO 51591 Job 001 506307 \$84.8500								
0060	03001565	Reimb Exp Misc - No Markup				632.96	\$ US Dollar	\$1.000	\$632.96	
		WO 51591 Job 001 506307 \$632.9600								

APR 28 2020

RECEIVED

## Invoice

olsson

Project Manager: Sean Collier  
Billing Contact: Lynn BomemeierFebruary 12, 2020  
Invoice No: 350068

Invoice Total \$1,408.19

Phone (402)474-6320

## Please Remit Payment To:

Olsson  
PO Box 84608  
Lincoln, NE 68501-4608Chris Keckeisen  
Union Pacific Railroad  
1400 Douglas St  
Omaha, NE 68179Olsson Project # 019-3107 UPRR 5th St Lincoln IL 291189M CAN 51591  
PO#4300055168 PIN#002015 Expiration Date: 12-31-2020

Professional services rendered through February 1, 2020.

Phase 010 Project Diagnostic

## Professional Personnel

	Hours	Rate	Amount
5630738 Civil NSPE Level VII			
Collier, Sean 1/6/2020	.50	57.69	28.85
followed up with Real Estate on private drive easements, finalized estimating submittal, updated PPTS for Real Estate review after receiving response on process			
Collier, Sean 1/13/2020	.25	59.13	14.78
reviewed received estimate and requested changes			
Collier, Sean 1/15/2020	.25	59.13	14.78
further updating of estimate received from UP.			
Totals	1.00		58.41
Total Labor			58.41

## Overhead/Fixed Fee

Overhead	170.84 % of 58.41	99.79
Fixed Fee	5.00 % of 158.20	7.91
Total Overhead/Fixed Fee		107.70

## Reimbursable Expenses

Meals	37.20
Auto	84.85
Airfare	632.96
Lodging and Other travel	89.15
Personal Vehicle Mileage	22.62
Total Reimbursables	866.78

Total this Phase \$1,032.89

Phase 020 Project Management



Show Unposted

Billing

Project Number: 019-3107 UPRR 5th St Lincoln IL 291189W CAN 51591

Phase Number: 010 Project Diagnostic

Task Number: 010001 DNV RIPP Project Diagnostic

Total for

Expenses

## Reimbursable Expenses

## 5103 Meals

B EX 000000205032 11/20/2019 / Collier,  
Sean / 4886-4

10.66

B EX 000000205032 11/20/2019 / Collier,  
Sean / 4886-6

18.25

B EX 000000205032 11/21/2019 / Collier,  
Sean / 4886-6

8.29

Total for 5103

37.20

## 5104 Auto

B EX 000000205032 11/21/2019 / Collier,  
Sean / 4886-1

84.85

Total for 5104

84.85

## 5105 Airfare

B EX 000000205032 11/21/2019 / Collier,  
Sean / 4886-2

632.96

Total for 5105

632.96

## 5107 Lodging and Other travel

B EX 000000205032 11/21/2019 / Collier,  
Sean / 4886-3

89.15

Total for 5107

89.15

## 5125 Personal Vehicle Mileage

B EX 000000205032 11/20/2019 / Collier,  
Sean / n/a

11.31

B EX 000000205032 11/21/2019 / Collier,  
Sean / n/a

11.31

Total for 5125

22.62

Total for Reimbursable Expenses

866.78

Total for Expenses

866.78

Total for 010001

866.78

Total for 010

866.78

Total for 019-3107

866.78

019-3107



RA #: 646697457

Renter: SEAN COLLIER

CONCESSION RECOUP FEE 11.11 PCT	11.1100%	\$3.86*
VEH LICENSE FEE REC	1.0 @ \$1.75/DAY	\$1.75*
SALES TAX	9.4880%	\$3.66
<b>Total Charges:</b>		<b>\$84.45</b>
Charge To:		MASTERCARD xxxx8180

\* Taxable Items  
Subject to Audit  
Your Emerald Club Number is 139658945  
Emerald Club rental credits will be posted within 24 hours  
We hope you enjoyed driving your upgraded Emerald Club vehicle.  
Customer Service Number 1-800-468-3334  
2019-11-21 14:01:59

019-3107  
(cont'd)

# Past Flight

Nov 20 - 21

**Denver, CO to St. Louis, MO**

**Confirmation # OLXNBR**

**PASSENGER**

**POINTS EARNED**

**FARE TOTAL**

**SEAN COLLIER**

**+ 7,333<sup>PTS</sup>**

**\$632.96**

RR 20097429144

## Price summary

**ROUTING**

**DATE**

**FARE TYPE**

**FARE**

**DEN to STL**

**11/20/2019**

*Wanna Get Away*

**\$146.68**

**STL to DEN**

**11/21/2019**

*Business Select*

**\$415.52**

*Gov't taxes and fees*

**\$70.76**

019-3107

Total points earned

**Total**

**\$632.96**

+ 7,333PTS

(2)



019-3107



29 11-21-19

<b>Sean David Collier</b> <b>3871 Sandoval St</b> <b>Brighton Us 80601-4572</b> <b>United States</b>	Folio No. :	303321	Room No. :	4738
	A/R Number :		Arrival :	11-20-19
	Group Code :		Departure :	11-21-19
	Company :		Conf. No. :	27306642
	Membership No. :	PC 279796109	Rate Code :	IDMEP
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
11-20-19	Deposit Transfer at Check-In		89.15
11-20-19	*Accommodation	78.89	
11-20-19	Room Tax	10.26	
Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - <a href="http://www.ihg.com/reviews">www.ihg.com/reviews</a> . We look forward to welcoming you back soon.		<b>Total</b>	<b>89.15</b>
		<b>Balance</b>	<b>0.00</b>

**Guest Signature:** \_\_\_\_\_

I have received the goods and / or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Holiday Inn Express - Springfield  
 3050 S. Dirksen Parkway  
 Springfield, IL 62703  
 Telephone: (217) 528-7771 Fax: (217) 528-1777  
 (Owned and operated by Driftwood Hospitality)