

State of Illinois) SS  
Belvidere, Illinois)

BELVIDERE CITY COUNCIL  
REGULAR MEETING  
AGENDA

June 18, 2018

Convened in the Council Chambers, 401 Whitney Blvd, Belvidere IL at 7:00 p.m.  
Mayor Chamberlain presiding.

(1) Roll Call:

(2) Pledge of Allegiance:  
Invocation:

(3) Public Comment: (Please register with the City Clerk):

(4) Approval of minutes of the regular meeting of the Belvidere City Council of  
June 4, 2018; as presented.

(5) Public Hearing: Vacation of a Portion of an Alley (Buchanan Street Alley).

(6) Special Messages and Proclamations:

(A) Naming of General Mills Park.

(7) Approval of Expenditures: General and Special Funds: \$1,320,226.89  
Water and Sewer Funds: \$ 425,516.12

(8) Committee Reports and Minutes of City Officers:

(A) Belvidere Police Department Overtime Report of May 22, 2018 through  
June 4, 2018.

(B) Belvidere Fire Department Overtime Report of May 23, 2018 through  
June 5, 2018.

(C) Building Department Revenue Report for May 2018.

(D) Community Development/Planning Department Report for May 2018.

(E) Monthly Treasurer's Report for May 2018.

(F) Monthly General Fund Report for May 2018.

(G) Monthly Water/Sewer Fund Report for May 2018.

(H) City-County Coordinating Committee Minutes of May 9, 2018

(I) Minutes of Committee of the Whole – Building, Planning and Zoning and  
Public Works of June 11, 2018.

(9) Unfinished Business:

- (A) Ord. #401H – 2<sup>nd</sup> Reading: An Ordinance Vacating a Portion of the Buchanan Street Alley Adjacent to 118-122 Buchanan Street in the City of Belvidere, Illinois.
- (B) Ord. #402H – 2<sup>nd</sup> Reading: An Ordinance Vacating a Portion of the Buchanan Street Alley Adjacent to 124 Buchanan Street in the City of Belvidere, Illinois.
- (C) Ord. #403H – 2<sup>nd</sup> Reading: An Ordinance Revising Ordinance #338H, 2017-2018 Budget Ordinance for the City of Belvidere, Illinois.
- (D) Ord. #404H – 2<sup>nd</sup> Reading: An Ordinance Amending Article XIV of Chapter 14 of the City of Belvidere Municipal Code (Video Gaming).

(10) New Business:

- (A) Res. #2079-2018: A Resolution Pertaining to Prevailing Rates.
- (B) Res. #2080-2018: A Resolution Authorizing the Execution of a Collective Bargaining Agreement with the International Association of Firefighters Local #1569 AFL-CIO-CLC.

Motions forwarded from City-County Coordinating Committee of May 9, 2018.

Motions of Co-Chairman Snow:

- (A) Motion to approve invoice #278469 in the amount of \$3,351.22 to TRC with a 50/50 split between the City and County.
- (B) Motion to approve invoice #15871 in the amount of \$6965 to Nijman Franzetti LLP with a 50/50 split between the City and County.
- (C) Motion to approve invoice #17688 in the amount of \$12,000 to Van Ert Electric Company Inc. with a 50/50 split between the City and County.
- (D) Motion to approve the expenditure of approximately \$8,000 to prepare this scope of service from TRC.

Motions forwarded from Committee of the Whole – Building, Planning and Zoning and Public Works of June 11, 2018.

Motion of Chairman Brooks:

- (A) Motion to approve the purchase of the Highline Lift Station parcel from the Bonita Wainscott Trust #1 in the amount of \$2,000. This property purchase will be paid for from Sewer Connection Fees – Land, line item #61-1710.

(11) Other:

- (A) Executive Session to discuss Collective Bargaining Matters pursuant to 2 (c) 2 – Fire Officers and Police Sergeants.

(12) Adjournment:

State of Illinois SS  
Belvidere, Illinois

**Belvidere City Council  
Regular Session  
Minutes**

Date: June 4, 2018

Convened in the Belvidere City Council Chambers, 401 Whitney Blvd, Belvidere Illinois at 7 p.m.

Call to order by Mayor Chamberlain.

- (1) Roll Call: Present: M. Borowicz, R. Brooks, W. Frank, M. Freeman,  
T. Porter, T. Ratcliffe, D. Snow and C. Stevens.  
Absent: G. Crawford and M. Sanderson.

Other staff members in attendance:

Budget and Finance Director Becky Tobin, Building Director Lesa Morelock,  
Treasurer Cory Thornton, Public Works Director Brent Anderson, Community  
Development Planner Gina DelRose, Fire Chief Hyser, Police Chief Woody,  
City Attorney Drella and City Clerk Arco.

- (2) Pledge of Allegiance:  
Invocation:

- (3) Public Comment: Fire Captain Brian Harbison announced he has accepted the  
Position of Fire Chief for Fox Crossing, Wisconsin.

- (4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of  
May 21, 2018; as presented.

Motion by Ald. Frank, 2<sup>nd</sup> by Ald. Borowicz to approve the minutes of the regular  
meeting of the Belvidere City Council of May 21, 2018. Roll Call Vote: 8/0 in favor.  
Ayes: Borowicz, Brooks, Frank, Freeman, Porter, Ratcliffe, Snow and Stevens.  
Nays: None. Motion carried.

- (5) Public Hearing: Vacation of a Portion of an Alley (Buchanan Street Alley)

Mayor Chamberlain opened the public hearing at 7:06 p.m. and reported the hearing is  
scheduled for June 18, 2018. Mayor Chamberlain closed the public hearing at 7:07 p.m.

(6) Special Messages: None.

(7) Approval of Expenditures: None.

(8) Committee Reports & Minutes of City Officers:

- (A) Belvidere Police Department Overtime Report of May 8, 2018 through May 21, 2018.
- (B) Belvidere Fire Department Overtime Report of May 9, 2018 through May 22, 2018.

Let the record show these reports were placed on file.

- (C) Minutes of Committee of the Whole – Public Safety and Finance and Personnel of May 29, 2018.

Motion by Ald. Porter, 2<sup>nd</sup> by Ald. Frank to approve the minutes of Committee of the Whole – Public Safety and Finance and Personnel of May 29, 2018. Roll Call Vote: 8/0 in favor. Ayes: Brooks, Frank, Freeman, Porter, Ratcliffe, Snow, Stevens and Borowicz. Nays: None. Motion carried.

(9) Unfinished Business:

- (A) Ord. #398H – 2<sup>nd</sup> Reading: An Ordinance Granting a Special Use to Allow a Personal Storage Facility within the PI, Planned Industrial District (1930-1960 West Chrysler Drive).

Motion by Ald. Borowicz, 2<sup>nd</sup> by Ald. Ratcliffe to pass Ord. #398H. Roll Call Vote: 8/0 in favor. Ayes: Frank, Freeman, Porter, Ratcliffe, Snow, Stevens, Borowicz and Brooks. Nays: None. Motion carried.

- (B) Ord. #399H -2<sup>nd</sup> Reading: An Ordinance Granting a Special Use to Permit a Mural within the CB, Central Business District (319 South State Street).

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Frank to pass Ord. #399H. Roll Call Vote: 8/0 in favor. Ayes: Freeman, Porter, Ratcliffe, Snow, Stevens, Borowicz, Brooks and Frank. Nays: None. Motion carried.

- (C) Ord. #400H – 2<sup>nd</sup> Reading: An Ordinance Authorizing the Sale of Certain Personal Property (Public Works Vehicle).

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Brooks to pass Ord. #400H. Roll Call Vote: 8/0 in favor. Ayes: Porter, Ratcliffe, Snow, Stevens, Borowicz, Brooks, Frank and Freeman. Nays: None. Motion carried.

(10) New Business:

- (A) Ord. #401H – 1<sup>st</sup> Reading: An Ordinance Vacating a Portion of the Buchanan Street Alley Adjacent to 118-122 Buchanan Street in the City of Belvidere, Illinois.
- (B) Ord. #402H – 1<sup>st</sup> Reading: An Ordinance Vacating a Portion of the Buchanan Street Alley Adjacent to 124 Buchanan Street in the City of Belvidere, Illinois.
- (C) Ord. #403H – 1<sup>st</sup> Reading: An Ordinance Revising Ordinance #338H, 2017-2018 Budget Ordinance for the City of Belvidere, Illinois.
- (D) Ord. #404H – 1<sup>st</sup> Reading: An Ordinance Amending Article XIV of Chapter 14 of the City of Belvidere Municipal Code (Video Gaming).

Let the record show Ordinances #401H, #402H and #403H and #404H were placed on file for first reading.

- (E) Res. #2077-2018: A Resolution for Improvement under the Illinois Highway Code. (Newburg Road Bridge).

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Porter to adopt Res. #2077-2018. Roll Call Vote: 8/0 in favor. Ayes: Ratcliffe, Snow, Stevens, Borowicz, Brooks, Frank, Freeman and Porter. Nays: None. Motion carried.

- (F) Res. #2078-2018: A Resolution Authorizing the Execution of an Agreement between the City of Belvidere and Neutron Holdings, Inc. dba LimeBike.

Motion by Ald. Frank, 2<sup>nd</sup> by Ald. Stevens to adopt Res. #2078-2018: Roll Call Vote: 8/0 in favor. Ayes: Snow, Stevens, Borowicz, Brooks, Frank, Freeman, Porter and Ratcliffe. Nays: None. Motion carried.

Motions forwarded from Committee of the Whole – Public Safety and Finance and Personnel of May 29, 2018.

- (A) Motion to approve Officer Mears and Officer Abonce to carry over their unused holiday time as shown in memo dated May 7, 2018 from FY18 to FY19. Roll Call Vote: 8/0 in favor. Ayes: Stevens, Borowicz, Brooks, Frank, Freeman, Porter, Ratcliffe and Snow. Nays: None. Motion carried.

- (B) Motion to approve the reappointment of Filitsa Platopoulos to the Historic Preservation Commission. Roll Call Vote: 8/0 in favor. Ayes: Borowicz, Brooks, Frank, Freeman, Porter, Ratcliffe, Snow and Stevens. Nays: None. Motion carried.
- (C) Motion to approve the reappointment of Kris Bryan to the Historic Preservation Commission. Roll Call Vote: 8/0 in favor. Ayes: Brooks, Frank, Freeman, Porter, Ratcliffe, Snow, Stevens and Borowicz. Nays: None. Motion carried.
- (D) Motion to approve the reappointment of Paul Engelman to the Planning and Zoning Commission. Roll Call Vote: 8/0 in favor. Ayes: Frank, Freeman, Porter, Ratcliffe, Snow, Stevens, Borowicz and Brooks. Nays: None. Motion carried.
- (E) Motion to approve the reappointment of Robert Cantrell to the Planning and Zoning Commission. Roll Call Vote: 8/0 in favor. Ayes: Freeman, Porter, Ratcliffe, Snow, Stevens, Borowicz, Brooks and Frank. Nays: None. Motion carried.

(11) Adjournment:

Motion by Ald. Borowicz, 2<sup>nd</sup> by Ald. Ratcliffe to adjourn the meeting at 7:19 p.m.  
Aye voice vote carried. Motion carried.

\_\_\_\_\_ Mayor

Attest: \_\_\_\_\_ City Clerk

COUNTY OF BOONE)  
STATE OF ILLINOIS) SS

## CERTIFICATE OF PUBLICATION

David C. Larson being first duly sworn on his oath deposes and says that the BOONE COUNTY JOURNAL is a secular newspaper of general circulation published in the city of Belvidere, in the County of Boone and State of Illinois and printed elsewhere and that said newspaper has been so published and printed and of general circulation in said city and county for more than one year continuously last past.

Affiant further says that said newspaper is published by The Boone County Journal.

Affiant further says that he is empowered by said company, as proprietor, to make and execute Certificates of Publication as to and concerning notices and publications appearing or published in said newspaper required by law to be published or certified.

Affiant newspaper further says and certifies that the public notice in the matter a **Public Hearing Regardin Vacation of Alley** of which the printed copy is attached to this certificate is true and correct copy, was duly published in one issue of said Boone County Journal beginning on the May 25, 2018 in conformity to the statute in such case made.

Publication fee to be invoiced



David Larson, Publisher  
The Boone County Journal

Dated May 25, 2018

NOTICE OF PUBLIC HEARING  
ON VACATION OF A PORTION  
OF AN ALLEY

The City of Belvidere will conduct a Public Hearing on June 18, 2018 at 7:00 p.m. at the Belvidere City Council Chambers, 401 Whitney Boulevard, Belvidere, Illinois, to discuss consideration of a vacation of a portions of the Buchanan Street Alley located behind and adjacent to 118, 120, 122 and 124 Buchanan Street in the City of Belvidere, Boone County, Illinois.

The purpose of the public hearing will be to allow all interested persons to be heard concerning the proposal for vacation. Copies of the proposed ordinances vacating a portion of the Buchanan Street Alley are available at the office of the City Clerk, 401 Whitney Boulevard, Belvidere, Illinois 61008.

Published in *The Boone County Journal* May 25, 2018





Bills Payable Summary  
June 18, 2018

General Fund:	\$1,092,120.10
Envision Healthcare (JE)	\$ 32,537.60

Special Funds:

Farmington Ponds SSA#2	\$ 1,099.62
Farmington Ponds SSA#3	\$ 255.07
Capital	\$ 194,214.50

Total General & Special Funds:	\$1,320,226.89
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Water & Sewer:	\$ 425,516.12
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Total of all Funds:	\$1,745,743.01
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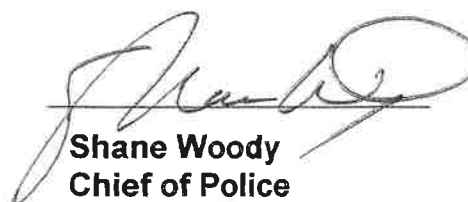
# Belvidere Police Department Payroll Report

Dept: 1790

6/5/2018

For Overtime Incurred between 5/22/18 and 6/4/18

Last Name:	Employee ID:	Total Hours:	Total Overtime Pay:
Ball	00739	5	\$278.48
Bell	00813	15.5	\$863.27
Berillo	00941	12	\$545.94
Bird	00793	5.25	\$292.40
Blankenship	00729	8.5	\$473.41
Brox	00963	1.5	\$71.19
Dammon	00657	16	\$998.16
Delavan	00848	15.5	\$863.27
Derry	00816	10	\$556.95
Garcia	00988	6.5	\$266.18
Jones	00772	8	\$445.56
Kaplan	00858	10	\$516.00
Kirk	00888	4	\$206.40
Korn	00989	12.75	\$522.11
Mears	10050	5.5	\$201.63
Moore	00707	4	\$222.78
Parker,B	00686	17	\$946.82
Polnow	00886	4	\$249.54
Reese	00979	8	\$336.60
Schutz	00812	8	\$445.56
Smaha	00659	5	\$311.93
Sommerfield	00843	1.5	\$83.54
Washburn	00784	1	\$62.39
Weiland	00990	7.5	\$307.13
Wilgus	00783	16	\$891.12
Worley	00992	12	\$491.40
Zapf	00934	12	\$545.94
<b>Totals:</b>		<b>232</b>	<b>\$11,995.68</b>



**Shane Woody**  
Chief of Police

**Belvidere Fire Department**  
**Overtime Report**  
**Date Between {05/23/2018} And {06/05/2018}**

Date	Time	Incident	Pay Type	Activity Type	Hours Wkd	Hrs Paid	Pay
<b>00866 Beck, Mark E</b>							
06/04/2018	07:15		OT	IN Inspection Bureau	5.00	5.00	190.05
06/04/2018	09:45		OT	GRM General Recall Due to	3.00	3.00	114.03
<b>Staff Member Totals:</b>					<b>8.00</b>	<b>8.00</b>	<b>304.08</b>
<b>00754 Burdick, David J</b>							
05/24/2018	07:00		OT	SPE EMS Drug Exchange or	3.00	3.00	131.13
05/24/2018	10:00		OT	TRE EMS Training	1.50	1.50	65.56
<b>Staff Member Totals:</b>					<b>4.50</b>	<b>4.50</b>	<b>196.69</b>
<b>00966 Ellwanger, Adam A</b>							
05/29/2018	00:00	18-0001228	OT	GRM General Recall Due to	2.00	2.00	63.16
<b>Staff Member Totals:</b>					<b>2.00</b>	<b>2.00</b>	<b>63.16</b>
<b>00601 Holmes, Gregory A</b>							
06/03/2018	07:00		OT	SCS Shift Coverage for Sick	24.00	24.00	1094.64
<b>Staff Member Totals:</b>					<b>24.00</b>	<b>24.00</b>	<b>1094.64</b>
<b>00881 Kriebs, James J</b>							
05/29/2018	08:00		OT	TRTR Technical Rescue	7.50	7.50	283.65
<b>Staff Member Totals:</b>					<b>7.50</b>	<b>7.50</b>	<b>283.65</b>
<b>00993 Mead, Stephen C.</b>							
05/23/2018	18:30		OT	SPD Special Detail	5.50	5.50	151.74
05/24/2018	15:25		OT	GRM General Recall Due to	0.17	2.00	55.18
06/02/2018	11:30		OT	SPD Special Detail	1.83	2.00	55.18
<b>Staff Member Totals:</b>					<b>7.50</b>	<b>9.50</b>	<b>262.10</b>
<b>00781 Swanson, Jason A</b>							
05/24/2018	15:25		OT	GRM General Recall Due to	0.17	2.00	75.64
06/02/2018	11:30		OT	SPD Special Detail	1.83	2.00	75.64
<b>Staff Member Totals:</b>					<b>2.00</b>	<b>4.00</b>	<b>151.28</b>
<b>00882 Thornton, Nicolas J</b>							
05/26/2018	14:30		OT	SCE Shift Coverage for	2.50	2.50	94.55
<b>Staff Member Totals:</b>					<b>2.50</b>	<b>2.50</b>	<b>94.55</b>
<b>00956 Williams, Glenn</b>							
05/26/2018	07:00		OT	CRO Shift Carry Over	0.25	0.25	7.81
<b>Staff Member Totals:</b>					<b>0.25</b>	<b>0.25</b>	<b>7.81</b>
<b>01002 Winnie, Todd</b>							
06/04/2018	10:00		OT	GRM General Recall Due to	2.50	2.50	65.50
<b>Staff Member Totals:</b>					<b>2.50</b>	<b>2.50</b>	<b>65.50</b>
<b>All Staff Member Totals:</b>					<b>60.75</b>	<b>64.75</b>	<b>2,523.47</b>

Types: F=Fire, M=EMS/Medical, R=Rescue, O=Other



# City of Belvidere Building Department Revenues

May 2018



Total Permits Issued	93	
Total Value of Construction		\$1,108,007.00
Building Fees	92	\$12,925.00
Electric Permit Fees	18	\$2,056.00
Plumbing Permit Fees	8	\$1,267.50
HVAC Permit Fees	6	\$629.00
Insulation Permit Fees	7	\$215.00
Plan Review Fees	7	\$403.00
Zoning Review Fees	35	\$427.50
Pool Permit Fees	0	\$0.00
Sign Permit Fees	6	\$647.50
Fence Permit Fees	16	\$240.00
SW, DW, & GR Fees	3	\$255.00
Total Permit Income		\$19,065.50
Enterprize Zone Discount	4	\$1,137.50
Total Permit Fees	92	\$20,203.00
<b>Break Down of Commercial vs. Residential Income</b>		
Commercial / Industrial Income	21	\$5,177.50
Residential Income	72	\$13,888.00
		<b>Value</b>
Multi Family	0	\$0.00
Single Family Residence	3	\$304,800.00
Commercial / Industrial	21	\$319,875.00
Other Residential	69	\$483,332.00

May 2018 Building Department Deposit Report

DATE	BUILDG	ELECT	PLUMBG	HVAC	INSL	REVV	ZONG	SIGN	FENCE	SW&DW	AMT PAID	EZ DISC	TOTAL FEE	CODE ENF	ELECTR CERT	TOTAL DEP
05/02/2018	\$470.00		\$65.00				\$70.00	\$120.00	\$30.00		\$755.00		\$755.00			\$755.00
05/02/2018	\$715.00										\$715.00		\$715.00		\$50.00	\$765.00
05/03/2018	\$665.00	\$20.00			\$10.00		\$30.00		\$30.00		\$755.00		\$755.00			\$755.00
05/04/2018	\$175.00						\$20.00		\$30.00		\$225.00		\$225.00			\$225.00
05/09/2018	\$625.00						\$10.00		\$15.00		\$650.00		\$650.00			\$650.00
05/10/2018	\$640.00	\$185.00		\$6.00	\$10.00		\$70.00	\$395.00			\$1,306.00		\$1,306.00			\$1,306.00
05/14/2018	\$80.00	\$25.00					\$10.00				\$115.00		\$115.00	\$100.00		\$215.00
05/16/2018	\$677.50	\$25.00	\$97.50	\$60.00		\$115.00	\$20.00		\$30.00		\$1,025.00	\$345.00	\$1,370.00	\$100.00		\$1,125.00
05/17/2018	\$352.50	\$37.50	\$65.00	\$85.00		\$180.00					\$720.00	\$440.00	\$1,160.00			\$720.00
05/18/2018	\$50.00						\$20.00		\$30.00		\$100.00		\$100.00			\$100.00
05/23/2018	\$552.50	\$687.50					\$20.00		\$15.00		\$1,275.00	\$315.00	\$1,590.00			\$1,275.00
05/23/2018	\$2,760.00	\$85.00	\$195.00	\$10.00	\$10.00	\$10.00	\$30.00		\$15.00		\$3,115.00		\$3,115.00	\$100.00		\$3,215.00
05/24/2018	\$687.50	\$25.00			\$10.00		\$22.50	\$12.50	\$15.00		\$772.50	\$37.50	\$810.00			\$772.50
05/25/2018	\$250.00	\$50.00					\$45.00	\$120.00	\$15.00		\$480.00		\$480.00			\$480.00
05/29/2018	\$675.00	\$55.00	\$65.00			\$10.00	\$30.00		\$15.00		\$850.00		\$850.00		\$50.00	\$900.00
05/30/2018	\$1,265.00										\$1,265.00		\$1,265.00			\$1,265.00
05/31/2018	\$2,285.00	\$861.00	\$780.00	\$468.00	\$175.00	\$88.00	\$30.00			\$255.00	\$4,942.00		\$4,942.00			\$4,942.00
	<b>\$12,925.00</b>	<b>\$2,056.00</b>	<b>\$1,267.50</b>	<b>\$629.00</b>	<b>\$215.00</b>	<b>\$403.00</b>	<b>\$427.50</b>	<b>\$647.50</b>	<b>\$240.00</b>	<b>\$255.00</b>	<b>\$19,065.50</b>	<b>\$1,137.50</b>	<b>\$20,203.00</b>	<b>\$300.00</b>	<b>\$100.00</b>	<b>\$19,465.50</b>

## May 2018 Building Permits Report

Permit #	Date	Street #	dir	Street Name	Parcel #	Zone Dist	Value	Construction type	Building Fee	Electric Fee	Plumbing Fee	HVAC Fee	INS Fee	Review Fee	Zoning Fee	Sign Fee	fence Fee	SW&DW Fee	Amount Paid	EZ Discount	Total fee	Total Deposit
3840-042518	05/01/18	1942		Gateway Ctr Dr	08-06-101-007	PB	\$3,000.00	sign	\$25.00						\$25.00	\$95.00			\$145.00		\$145.00	\$145.00
3864-050118	05/01/18	150		Burgess St	05-26-453-012	SR6	\$1,000.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3865-050118	05/01/18	521	S	State	05-25-357-047	CB	\$100.00	sign	\$25.00						\$25.00	\$25.00			\$75.00		\$75.00	\$75.00
3866-050118	05/01/18	103	N	State	05-26-434-010	CB	\$600.00	fire rating	\$165.00										\$165.00		\$165.00	\$165.00
3869-050118	05/01/18	4366		Tufted Deer	05-21-102-043	SR6	\$7,000.00	deck & fence	\$95.00						\$10.00		\$15.00		\$120.00		\$120.00	\$120.00
3871-050118	05/01/18	203		Logan	05-36-105-001	CB	\$3,300.00	irrigation	\$25.00		\$65.00								\$90.00		\$90.00	\$90.00
3872-050118	05/01/18	1319		Riverbend Ln	05-25-201-010	SR4	\$4,500.00	windows	\$110.00										\$110.00		\$110.00	\$110.00
3873-050218	05/02/18	116	w	2nd St	05-36-107-003	SR6	\$200.00	demo gar	\$135.00										\$135.00		\$135.00	\$135.00
3874-050218	05/02/18	915	E	Pleasant	05-25-251-003	GI	\$6,500.00	demo shack	\$210.00										\$210.00		\$210.00	\$210.00
3877-050218	05/02/18	122		Buchanan	05-25-358-021	CB	\$0.00	submittal	\$100.00										\$100.00		\$100.00	\$100.00
3878-050218	05/02/18	221	W	Locust	05-26-478-017	NB	\$0.00	submittal	\$100.00										\$100.00		\$100.00	\$100.00
3880-050218	05/02/18	2309		Ridgefield	06-31-329-002	SR4	\$9,000.00	windows	\$170.00										\$170.00		\$170.00	\$170.00
3876-050218	05/02/18	941		Nevin Ct	05-35-184-016	SR6	\$600.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3881-050218	05/02/18	1203	W	10th St	05-35-376-021	SR6	\$4,800.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3882-050218	05/02/18	307	E	Locust	05-25-356-015	SR6	\$12,000.00	renov& roof	\$215.00	\$20.00			\$10.00						\$245.00		\$245.00	\$245.00
3885-050318	05/03/18	629	E	Lincoln	05-25-160-018	SR6	\$20,000.00	windws roof	\$335.00										\$335.00		\$335.00	\$335.00
3886-050318	05/03/18	528		Warren	05-25-385-001	SR6	\$1,500.00	deck	\$65.00						\$10.00				\$75.00		\$75.00	\$75.00
3887-050418	05/04/18	718		5th	05-35-230-003	SR6	\$1,700.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3888-050418	05/04/18	940	W	9th St	05-35-376-003	SR6	\$5,200.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3889-050418	05/04/18	1151		Caswell St	05-36-181-004	SR6	\$5,700.00	tear-off reroof	\$125.00										\$125.00		\$125.00	\$125.00
3884-050318	05/08/18	2512		Fairfield	06-31-408-004	SR4	\$874.00	entry door	\$65.00										\$65.00		\$65.00	\$65.00
3901-050818	05/08/18	407		Van Buren	05-26-282-002	SR6	\$1,685.00	patio door	\$65.00										\$65.00		\$65.00	\$65.00
3902-050818	05/08/18	600		Carpenter St	05-26-301-015	SR6	\$4,536.00	windows	\$110.00										\$110.00		\$110.00	\$110.00
3903-050818	05/08/18	415		Royal	05-27-326-008	SR4	\$2,546.00	window & door	\$80.00										\$80.00		\$80.00	\$80.00
3904-050818	05/08/18	1021		Johnson Ct	05-36-261-020	SR6	\$1,000.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3905-050818	05/08/18	901		St Croix	05-22-252-001	SR6	\$7,500.00	tear-off reroof	\$155.00										\$155.00		\$155.00	\$155.00
3907-050818	05/08/18	2508		Winfield	06-31-328-009	SR4	\$6,000.00	tear-off reroof	\$125.00										\$125.00		\$125.00	\$125.00
3909-050918	05/09/18	928		Caswell	05-36-178-006	SR6	\$4,000.00	porches	\$95.00						\$10.00				\$105.00		\$105.00	\$105.00
3863-050118	05/10/18	311		Logan Ave	05-36-128-015	NB	\$25,000.00	signs	\$25.00	\$25.00					\$25.00	\$155.00			\$230.00		\$230.00	\$230.00
3875-050218	05/10/18	1988		Gateway Ctr Dr	08-06-101-003	PB	\$35,000.00	signs	\$25.00	\$100.00					\$25.00	\$240.00			\$390.00		\$390.00	\$390.00
3915-051018	05/10/18	801		Calgary Way	06-30-358-001	SR4	\$1,000.00	RY non-att deck	\$65.00						\$10.00				\$75.00		\$75.00	\$75.00
3918-051018	05/10/18	713	N	Main	05-26-233-002	SR6	\$19,500.00	basement rem.	\$335.00	\$60.00		\$6.00	\$10.00						\$411.00		\$411.00	\$411.00
3919-051018	05/10/18	1035		10th Ave	05-35-179-020	SR6	\$3,493.00	windows	\$95.00										\$95.00		\$95.00	\$95.00

## May 2018 Building Permits Report

Permit #	Date	Street #	dir	Street Name	Parcel #	Zone Dist.	Value	Construction type	Building Fee	Electric Fee	Plumbing fee	HVAC Fee	INS Fee	Review Fee	Zoning Fee	Sign Fee	fence Fee	SW&DW Fee	Amount Paid	EZ Discount	Total fee	Total Deposit
3929-051418	05/14/18	632		Buchanan	05-25-335-005	SR6	\$3,000.00	det. Garage	\$80.00	\$25.00					\$10.00				\$115.00		\$115.00	\$115.00
3931-051518	05/15/18	507	W	Madison	05-26-403-019	SR6	\$15,900.00	tear-off reroof	\$275.00										\$275.00		\$275.00	\$275.00
3932-051518	05/15/18	2136	N	State St	05-22-401-035	SR6	\$7,500.00	tear-off reroof	\$155.00										\$155.00		\$155.00	\$155.00
3786-041018	05/15/18	112	W	Pleasant	05-25-354-013	CB	\$6,500.00	renovation	\$107.50	\$25.00	\$97.50			\$115.00					\$345.00	\$345.00	\$690.00	\$345.00
3934-051618	05/16/18	2415		Ridgefield	06-31-329-007	SR4	\$5,512.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3936-051618	05/16/18	1038		Caswell	05-36-178-015	SR6	\$1,500.00	windows	\$65.00										\$65.00		\$65.00	\$65.00
3939-051618	05/16/18	123		Meadow	05-25-351-003	SR6	\$3,200.00	HVAC	\$25.00			\$60.00							\$85.00		\$85.00	\$85.00
3942-051618	05/16/18	1195		Baltic Mill Dr	06-31-331-007	SR4	\$1,000.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3883-050318	05/17/18	221	W	Locust	05-26-478-017	NB	\$20,000.00	int renov, seatg	\$72.50	\$37.50	\$65.00	\$85.00		\$180.00					\$440.00	\$440.00	\$880.00	\$440.00
3947-051718	05/17/18	810		Julien	05-25-407-017	SR6	\$699.00	window	\$65.00										\$65.00		\$65.00	\$65.00
3948-051718	05/17/18	504		Commander Pl	05-24-454-013	SR4	\$11,400.00	tear-off reroof	\$215.00										\$215.00		\$215.00	\$215.00
3956-051818	05/18/18	415		Allen St	05-35-231-038	SR6	\$1,700.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3957-051818	05/18/18	1200		Whitney Blvd	05-36-158-005	SR6	\$500.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3943-051618	05/21/18	315		Gilman	05-25-332-005	SR6	\$75,000.00	renov house	\$0.00										\$0.00		\$0.00	\$0.00
3955-051818	05/21/18	2340		Newburg	05-34-200-025	HI	\$50,000.00	electric upgr	\$12.50	\$302.50									\$315.00	\$315.00	\$630.00	\$315.00
3962-052118	05/21/18	1050		ECS Way	05-32-100-010	PI	\$17,000.00	elec upgr	\$25.00	\$355.00									\$380.00		\$380.00	\$380.00
3963-052118	05/21/18	1181		Baltic Mill Dr	06-31-331-006	SR4	\$4,200.00	pool	\$110.00	\$30.00					\$10.00				\$150.00		\$150.00	\$150.00
3967-052118	05/21/18	720		McKinley	05-26-237-004	SR6	\$1,289.00	door	\$65.00										\$65.00		\$65.00	\$65.00
3968-052118	05/21/18	575	N	Appleton Rd	05-27-277-012	SR6	\$1,909.00	windows	\$65.00										\$65.00		\$65.00	\$65.00
3970-052118	05/21/18	1208		Willow St	05-25-477-005	SR6	\$1,500.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
3973-052218	05/21/18	1155		Caswell	05-36-181-013	SR6	\$5,100.00	tear-off reroof	\$125.00										\$125.00		\$125.00	\$125.00
3976-052218	05/22/18	1510		11th Ave	05-35-328-010	SR6	\$5,400.00	tear-off reroof	\$125.00										\$125.00		\$125.00	\$125.00
3977-052218	05/22/18	3060		Grant Hwy	05-34-300-004	GI	\$100,000.00	reroof	\$1,145.00										\$1,145.00		\$1,145.00	\$1,145.00
3980-052218	05/22/18	307		Lindenwood	05-28-400-001	MR8L	\$2,400.00	gar roof	\$80.00										\$80.00		\$80.00	\$80.00
3982-052218	05/22/18	1538		Winter Wheat	06-31-434-001	SR4	\$4,047.00	det deck	\$110.00						\$10.00				\$120.00		\$120.00	\$120.00
3985-052218	05/22/18	717	E	Hurlbut	05-25-156-002	SR6	\$4,550.00	tear-off reroof	\$110.00										\$110.00		\$110.00	\$110.00
3979-052218	05/23/18	945		Bancroft	05-35-182-021	SR6	\$6,900.00	tear-off reroof	\$140.00										\$140.00		\$140.00	\$140.00
3972-052118	05/23/18	719		Richardson St	05-26-305-040	SR6	\$65,000.00	addtn, roof	\$1,010.00	\$85.00	\$195.00	\$10.00	\$10.00	\$10.00	\$10.00				\$1,330.00		\$1,330.00	\$1,330.00
3987-052318	05/23/18	1311		11th Ave	05-35-327-002	SR6	\$7,000.00	tear-off reroof	\$140.00										\$140.00		\$140.00	\$140.00
3998-052318	05/23/18	823	E	2nd St	05-36-208-003	SR6	\$750.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
4002-052318	05/23/18	511	S	State St	05-25-357-032	CB	\$300.00	sign	\$12.50						\$12.50	\$12.50			\$37.50	\$37.50	\$75.00	\$37.50
4003-052418	05/24/18	1117		Warren	05-36-182-016	SR6	\$11,000.00	kitchen remodel	\$200.00	\$25.00			\$10.00						\$235.00		\$235.00	\$235.00
4004-052418	05/24/18	1525		Wildrose Dr	05-36-478-013	SR6	\$1,400.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00

## May 2018 Building Permits Report

Permit #	Date	Street #	dir	Street Name	Parcel #	Zone Dist.	Value	Construction type	Building Fee	Electric Fee	Plumbing fee	HVAC Fee	INS Fee	Review Fee	Zoning Fee	Sign Fee	fence Fee	SW&DW Fee	Amount Paid	EZ Discount	Total fee	Total Deposit
4007-052418	05/24/18	1215		9th St	05-35-184-037	SR6	\$8,400.00	tear-off reroof	\$170.00										\$170.00		\$170.00	\$170.00
4012-052418	05/24/18	606	N	State	05-26-261-006	SR6	\$6,000.00	siding	\$125.00										\$125.00		\$125.00	\$125.00
4023-052418	05/24/18	1001		Indian Dancer	05-24-426-008	SR4	\$7,800.00	tear-off reroof	\$155.00										\$155.00		\$155.00	\$155.00
3940-051618	05/25/18	600	S	State St	05-36-104-023	CB	\$25,000.00	signs	\$25.00	\$50.00					\$25.00	\$120.00			\$220.00		\$220.00	\$220.00
3989-052318	05/25/18	1425		Kennedy	06-31-428-008	SR4	\$11,000.00	deck	\$200.00						\$10.00				\$210.00		\$210.00	\$210.00
4028-052518	05/25/18	1035		8th Ave	05-35-251-018	SR6	\$1,000.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
4027-052518	05/25/18	606	W	Hurlbut	05-26-451-004	SR6	\$4,708.00	pool	\$110.00	\$30.00					\$10.00				\$150.00		\$150.00	\$150.00
3908-050818	05/29/18	3901		Hemlock	05-28-400-001	MR8L	\$5,000.00	slab, elec, plumb	\$110.00	\$25.00	\$65.00			\$10.00	\$10.00				\$220.00		\$220.00	\$220.00
4029-052918	05/29/18	658		Julien	05-25-406-006	SR6	\$7,700.00	tear-off reroof	\$155.00										\$155.00		\$155.00	\$155.00
4040-052918	05/29/18	712		Logan	05-36-203-002	NB	\$6,600.00	siding	\$140.00										\$140.00		\$140.00	\$140.00
4054-052918	05/29/18	207	N	State	05-26-430-008	CB	\$2,000.00	demo porch	\$135.00										\$135.00		\$135.00	\$135.00
4044-052918	05/29/18	1323		Garfield	05-36-301-010	SR6	\$312.00	fence	\$25.00						\$10.00		\$15.00		\$50.00		\$50.00	\$50.00
4046-052918	05/30/18	1204	W	12th St	05-35-379-010	SR6	\$3,000.00	windows	\$80.00										\$80.00		\$80.00	\$80.00
4047-052918	05/30/18	115	W	Lincoln	05-26-429-033	CB	\$11,575.00	windows	\$215.00										\$215.00		\$215.00	\$215.00
4048-052918	05/30/18	724	E	5th St	05-36-255-008	SR6	\$1,850.00	windows	\$65.00										\$65.00		\$65.00	\$65.00
4049-052918	05/30/18	336	W	Menomonie	05-26-259-017	SR6	\$1,218.00	windows	\$65.00										\$65.00		\$65.00	\$65.00
4050-052918	05/30/18	1401		Garfield	05-36-304-009	SR6	\$642.00	windows	\$65.00										\$65.00		\$65.00	\$65.00
4051-052918	05/30/18	1007	E	Madison St	05-25-131-001	SR6	\$3,026.00	windows	\$95.00										\$95.00		\$95.00	\$95.00
4053-052918	05/30/18	215		Royal Ave	05-27-377-001	SR4	\$12,686.00	windows	\$230.00										\$230.00		\$230.00	\$230.00
4055-052918	05/30/18	1404		Iles Ave	05-24-454-014	SR4	\$9,600.00	tear-off reroof	\$185.00										\$185.00		\$185.00	\$185.00
4057-053018	05/30/18	604		Merrill Dr	05-26-301-029	SR6	\$6,600.00	tear-off reroof	\$140.00										\$140.00		\$140.00	\$140.00
4058-053018	05/30/18	707	E	Madison St	05-25-153-002	SR6	\$6,000.00	siding	\$125.00										\$125.00		\$125.00	\$125.00
3944-051618	05/30/18	1902		Lafayette Dr	05-22-277-025	SR6	\$95,800.00	SFH w deck	\$600.00	\$287.00	\$260.00	\$152.00	\$55.00	\$28.00	\$10.00			\$85.00	\$1,477.00		\$1,477.00	\$1,477.00
3945-051618	05/30/18	1900		Sawyer	05-22-276-026	SR6	\$104,500.00	SFH w deck	\$650.00	\$287.00	\$260.00	\$158.00	\$60.00	\$30.00	\$10.00			\$85.00	\$1,540.00		\$1,540.00	\$1,540.00
3946-051618	05/30/18	1903		Sawyer	05-22-277-018	SR6	\$104,500.00	SFH w deck	\$650.00	\$287.00	\$260.00	\$158.00	\$60.00	\$30.00	\$10.00			\$85.00	\$1,540.00		\$1,540.00	\$1,540.00
4062-053018	05/30/18	207	E	6th St	05-36-326-001	SR6	\$11,400.00	reroof& siding	\$215.00										\$215.00		\$215.00	\$215.00
4056-053018	05/30/18	2206		Ridgefield	06-31-327-013	SR4	\$8,100.00	tear-off reroof	\$170.00										\$170.00		\$170.00	\$170.00
<b>93</b>							<b>\$1,108,007.00</b>		<b>\$12,925.00</b>	<b>\$2,056.00</b>	<b>\$1,267.50</b>	<b>\$629.00</b>	<b>\$215.00</b>	<b>\$403.00</b>	<b>\$427.50</b>	<b>\$647.50</b>	<b>\$240.00</b>	<b>\$255.00</b>	<b>\$19,065.50</b>	<b>\$1,137.50</b>	<b>\$20,203.00</b>	<b>\$19,065.50</b>



Commercial Permits May 2018

Permit	Date	#	Dir	Street Name	PIN	Zone	Value	Construction	Building	Electric	Plumbing	HVAC	INSL	Review	Zong	Sign	Fence	SW&DW	Paid	EZ Discount	Total Fee	Total Dep
3865-050118	05/01/18	521	S	State	05-25-357-047	CB	\$100.00	sign	\$25.00						\$25.00	\$25.00			\$75.00		\$75.00	\$75.00
3866-050118	05/01/18	103	N	State	05-26-434-010	CB	\$600.00	fire rating	\$165.00										\$165.00		\$165.00	\$165.00
3871-050118	05/01/18	203		Logan	05-36-105-001	CB	\$3,300.00	irrigation	\$25.00		\$65.00								\$90.00		\$90.00	\$90.00
3877-050218	05/02/18	122		Buchanan	05-25-358-021	CB	\$0.00	submittal	\$100.00										\$100.00		\$100.00	\$100.00
3786-041018	05/15/18	112	W	Pleasant	05-25-354-013	CB	\$6,500.00	renovation	\$107.50	\$25.00	\$97.50			\$115.00					\$345.00	\$345.00	\$690.00	\$345.00
4002-052318	05/23/18	511	S	State St	05-25-357-032	CB	\$300.00	sign	\$12.50						\$12.50	\$12.50			\$37.50	\$37.50	\$75.00	\$37.50
3940-051618	05/25/18	600	S	State St	05-36-104-023	CB	\$25,000.00	signs	\$25.00	\$50.00					\$25.00	\$120.00			\$220.00		\$220.00	\$220.00
4054-052918	05/29/18	207	N	State	05-26-430-008	CB	\$2,000.00	demo porch	\$135.00										\$135.00		\$135.00	\$135.00
4047-052918	05/30/18	115	W	Lincoln	05-26-429-033	CB	\$11,575.00	windows	\$215.00										\$215.00		\$215.00	\$215.00
3874-050218	05/02/18	915	E	Pleasant	05-25-251-003	GI	\$6,500.00	demo shack	\$210.00										\$210.00		\$210.00	\$210.00
3977-052218	05/22/18	3060		Grant Hwy	05-34-300-004	GI	\$100,000.00	reroof	\$1,145.00										\$1,145.00		\$1,145.00	\$1,145.00
3955-051818	05/21/18	2340		Newburg	05-34-200-025	HI	\$50,000.00	electric upgr	\$12.50	\$302.50		\$0.00							\$315.00	\$315.00	\$630.00	\$315.00
3980-052218	05/22/18	307		Lindenwood	05-28-400-001	MR8L	\$2,400.00	gar roof	\$80.00										\$80.00		\$80.00	\$80.00
3908-050818	05/29/18	3901		Hemlock	05-28-400-001	MR8L	\$5,000.00	slab, elec, plumb	\$110.00	\$25.00	\$65.00			\$10.00	\$10.00				\$220.00		\$220.00	\$220.00
3878-050218	05/02/18	221	W	Locust	05-26-478-017	NB	\$0.00	submittal	\$100.00										\$100.00		\$100.00	\$100.00
3863-050118	05/10/18	311		Logan Ave	05-36-128-015	NB	\$25,000.00	signs	\$25.00	\$25.00					\$25.00	\$155.00			\$230.00		\$230.00	\$230.00
3883-050318	05/17/18	221	W	Locust	05-26-478-017	NB	\$20,000.00	int renov, seatg	\$72.50	\$37.50	\$65.00	\$85.00		\$180.00					\$440.00	\$440.00	\$880.00	\$440.00
4040-052918	05/29/18	712		Logan	05-36-203-002	NB	\$6,600.00	siding	\$140.00										\$140.00		\$140.00	\$140.00
3840-042518	05/01/18	1942		Gateway Ctr Dr	08-06-101-007	PB	\$3,000.00	sign	\$25.00						\$25.00	\$95.00			\$145.00		\$145.00	\$145.00
3875-050218	05/10/18	1988		Gateway Ctr Dr	08-06-101-003	PB	\$35,000.00	signs	\$25.00	\$100.00					\$25.00	\$240.00			\$390.00		\$390.00	\$390.00
3962-052118	05/21/18	1050		ECS Way	05-32-100-010	PI	\$17,000.00	elec upgr	\$25.00	\$355.00									\$380.00		\$380.00	\$380.00
<b>21</b>							<b>\$319,875.00</b>		<b>\$2,780.00</b>	<b>\$920.00</b>	<b>\$292.50</b>	<b>\$85.00</b>	<b>\$0.00</b>	<b>\$305.00</b>	<b>\$147.50</b>	<b>\$647.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,177.50</b>	<b>\$1,137.50</b>	<b>\$6,315.00</b>	<b>\$5,177.50</b>

Residential Permits May 2018

Permit #	Date	Address	Dir	Street Name	PIN	ZONE	Value	Construction	BLDG	Electric	Plumbg	HVAC	INSL	Review	Zoning	Fence	SW&DW	Total Fee	Total Deposit
3872-050118	05/01/18	1319		Riverbend Ln	05-25-201-010	SR4	\$4,500.00	windows	\$110.00									\$110.00	\$110.00
3880-050218	05/02/18	2309		Ridgefield	06-31-329-002	SR4	\$9,000.00	windows	\$170.00									\$170.00	\$170.00
3884-050318	05/08/18	2512		Fairfield	06-31-408-004	SR4	\$874.00	entry door	\$65.00									\$65.00	\$65.00
3903-050818	05/08/18	415		Royal	05-27-326-008	SR4	\$2,546.00	window & door	\$80.00									\$80.00	\$80.00
3907-050818	05/08/18	2508		Winfield	06-31-328-009	SR4	\$6,000.00	tear-off reroof	\$125.00									\$125.00	\$125.00
3915-051018	05/10/18	801		Calgary Way	06-30-358-001	SR4	\$1,000.00	RY non-att deck	\$65.00						\$10.00			\$75.00	\$75.00
3934-051618	05/16/18	2415		Ridgefield	06-31-329-007	SR4	\$5,512.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3942-051618	05/16/18	1195		Baltic Mill Dr	06-31-331-007	SR4	\$1,000.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3948-051718	05/17/18	504		Commander Pl	05-24-454-013	SR4	\$11,400.00	tear-off reroof	\$215.00									\$215.00	\$215.00
3963-052118	05/21/18	1181		Baltic Mill Dr	06-31-331-006	SR4	\$4,200.00	pool	\$110.00	\$30.00					\$10.00			\$150.00	\$150.00
3982-052218	05/22/18	1538		Winter Wheat	06-31-434-001	SR4	\$4,047.00	det deck	\$110.00						\$10.00			\$120.00	\$120.00
4023-052418	05/24/18	1001		Indian Dancer	05-24-426-008	SR4	\$7,800.00	tear-off reroof	\$155.00									\$155.00	\$155.00
3989-052318	05/25/18	1425		Kennedy	06-31-428-008	SR4	\$11,000.00	deck	\$200.00						\$10.00			\$210.00	\$210.00
4053-052918	05/30/18	215		Royal Ave	05-27-377-001	SR4	\$12,686.00	windows	\$230.00									\$230.00	\$230.00
4055-052918	05/30/18	1404		Iles Ave	05-24-454-014	SR4	\$9,600.00	tear-off reroof	\$185.00									\$185.00	\$185.00
4056-053018	05/30/18	2206		Ridgefield	06-31-327-013	SR4	\$8,100.00	tear-off reroof	\$170.00									\$170.00	\$170.00
3864-050118	05/01/18	150		Burgess St	05-26-453-012	SR6	\$1,000.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3869-050118	05/01/18	4366		Tufted Deer	05-21-102-043	SR6	\$7,000.00	deck & fence	\$95.00						\$10.00	\$15.00		\$120.00	\$120.00
3873-050218	05/02/18	116	w	2nd St	05-36-107-003	SR6	\$200.00	demo gar	\$135.00									\$135.00	\$135.00
3876-050218	05/02/18	941		Nevin Ct	05-35-184-016	SR6	\$600.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3881-050218	05/02/18	1203	W	10th St	05-35-376-021	SR6	\$4,800.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3882-050218	05/02/18	307	E	Locust	05-25-356-015	SR6	\$12,000.00	renov& roof	\$215.00	\$20.00			\$10.00					\$245.00	\$245.00
3885-050318	05/03/18	629	E	Lincoln	05-25-160-018	SR6	\$20,000.00	windws roof	\$335.00									\$335.00	\$335.00
3886-050318	05/03/18	528		Warren	05-25-385-001	SR6	\$1,500.00	deck	\$65.00						\$10.00			\$75.00	\$75.00
3887-050418	05/04/18	718		5th	05-35-230-003	SR6	\$1,700.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3888-050418	05/04/18	940	W	9th St	05-35-376-003	SR6	\$5,200.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3889-050418	05/04/18	1151		Caswell St	05-36-181-004	SR6	\$5,700.00	tear-off reroof	\$125.00									\$125.00	\$125.00
3901-050818	05/08/18	407		Van Buren	05-26-282-002	SR6	\$1,685.00	patio door	\$65.00									\$65.00	\$65.00
3902-050818	05/08/18	600		Carpenter St	05-26-301-015	SR6	\$4,536.00	windows	\$110.00									\$110.00	\$110.00
3904-050818	05/08/18	1021		Johnson Ct	05-36-261-020	SR6	\$1,000.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3905-050818	05/08/18	901		St Croix	05-22-252-001	SR6	\$7,500.00	tear-off reroof	\$155.00									\$155.00	\$155.00
3909-050918	05/09/18	928		Caswell	05-36-178-006	SR6	\$4,000.00	porches	\$95.00						\$10.00			\$105.00	\$105.00
3918-051018	05/10/18	713	N	Main	05-26-233-002	SR6	\$19,500.00	basement rem.	\$335.00	\$60.00		\$6.00	\$10.00					\$411.00	\$411.00
3919-051018	05/10/18	1035		10th Ave	05-35-179-020	SR6	\$3,493.00	windows	\$95.00									\$95.00	\$95.00
3929-051418	05/14/18	632		Buchanan	05-25-335-005	SR6	\$3,000.00	det. Garage	\$80.00	\$25.00					\$10.00			\$115.00	\$115.00
3931-051518	05/15/18	507	W	Madison	05-26-403-019	SR6	\$15,900.00	tear-off reroof	\$275.00									\$275.00	\$275.00
3932-051518	05/15/18	2136	N	State St	05-22-401-035	SR6	\$7,500.00	tear-off reroof	\$155.00									\$155.00	\$155.00
3936-051618	05/16/18	1038		Caswell	05-36-178-015	SR6	\$1,500.00	windows	\$65.00									\$65.00	\$65.00
3939-051618	05/16/18	123		Meadow	05-25-351-003	SR6	\$3,200.00	HVAC	\$25.00			\$60.00						\$85.00	\$85.00
3947-051718	05/17/18	810		Julien	05-25-407-017	SR6	\$699.00	window	\$65.00									\$65.00	\$65.00
3956-051818	05/18/18	415		Allen St	05-35-231-038	SR6	\$1,700.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3957-051818	05/18/18	1200		Whitney Blvd	05-36-158-005	SR6	\$500.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3943-051618	05/21/18	315		Gilman	05-25-332-005	SR6	\$75,000.00	renov house	\$0.00									\$0.00	\$0.00
3967-052118	05/21/18	720		McKinley	05-26-237-004	SR6	\$1,289.00	door	\$65.00									\$65.00	\$65.00
3968-052118	05/21/18	575	N	Appleton Rd	05-27-277-012	SR6	\$1,909.00	windows	\$65.00									\$65.00	\$65.00
3970-052118	05/21/18	1208		Willow St	05-25-477-005	SR6	\$1,500.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
3973-052218	05/21/18	1155		Caswell	05-36-181-013	SR6	\$5,100.00	tear-off reroof	\$125.00									\$125.00	\$125.00
3976-052218	05/22/18	1510		11th Ave	05-35-328-010	SR6	\$5,400.00	tear-off reroof	\$125.00									\$125.00	\$125.00
3985-052218	05/22/18	717	E	Hurlbut	05-25-156-002	SR6	\$4,550.00	tear-off reroof	\$110.00									\$110.00	\$110.00
3972-052118	05/23/18	719		Richardson St	05-26-305-040	SR6	\$65,000.00	addtn. roof	\$1,010.00	\$85.00	\$195.00	\$10.00	\$10.00	\$10.00	\$10.00			\$1,330.00	\$1,330.00
3979-052218	05/23/18	945		Bancroft	05-35-182-021	SR6	\$6,900.00	tear-off reroof	\$140.00									\$140.00	\$140.00
3987-052318	05/23/18	1311		11th Ave	05-35-327-002	SR6	\$7,000.00	tear-off reroof	\$140.00									\$140.00	\$140.00
3998-052318	05/23/18	823	E	2nd St	05-36-208-003	SR6	\$750.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
4003-052418	05/24/18	1117		Warren	05-36-182-016	SR6	\$11,000.00	kitchen remodel	\$200.00	\$25.00			\$10.00					\$235.00	\$235.00
4004-052418	05/24/18	1525		Wildrose Dr	05-36-478-013	SR6	\$1,400.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
4007-052418	05/24/18	1215		9th St	05-35-184-037	SR6	\$8,400.00	tear-off reroof	\$170.00									\$170.00	\$170.00
4012-052418	05/24/18	606	N	State	05-26-261-006	SR6	\$6,000.00	siding	\$125.00									\$125.00	\$125.00
4027-052518	05/25/18	606	W	Hurlbut	05-26-451-004	SR6	\$4,708.00	pool	\$110.00	\$30.00					\$10.00			\$150.00	\$150.00
4028-052518	05/25/18	1035		8th Ave	05-35-251-018	SR6	\$1,000.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00
4029-052918	05/29/18	658		Julien	05-25-406-006	SR6	\$7,700.00	tear-off reroof	\$155.00									\$155.00	\$155.00
4044-052918	05/29/18	1323		Garfield	05-36-301-010	SR6	\$312.00	fence	\$25.00						\$10.00	\$15.00		\$50.00	\$50.00

### Residential Permits May 2018

Permit #	Date	Address	Dir	Street Name	PIN	ZONE	Value	Construction	BLDG	Electric	Plumbg	HVAC	INSL	Review	Zoning	Fence	SW&DW	Total Fee	Total Deposit
3944-051618	05/30/18	1902		Lafayette Dr	05-22-277-025	SR6	\$95,800.00	SFH w deck	\$600.00	\$287.00	\$260.00	\$152.00	\$55.00	\$28.00	\$10.00		\$85.00	\$1,477.00	\$1,477.00
3945-051618	05/30/18	1900		Sawyer	05-22-276-026	SR6	\$104,500.00	SFH w deck	\$650.00	\$287.00	\$260.00	\$158.00	\$60.00	\$30.00	\$10.00		\$85.00	\$1,540.00	\$1,540.00
3946-051618	05/30/18	1903		Sawyer	05-22-277-018	SR6	\$104,500.00	SFH w deck	\$650.00	\$287.00	\$260.00	\$158.00	\$60.00	\$30.00	\$10.00		\$85.00	\$1,540.00	\$1,540.00
4046-052918	05/30/18	1204	W	12th St	05-35-379-010	SR6	\$3,000.00	windows	\$80.00									\$80.00	\$80.00
4048-052918	05/30/18	724	E	5th St	05-36-255-008	SR6	\$1,850.00	windows	\$65.00									\$65.00	\$65.00
4049-052918	05/30/18	336	W	Menomonie	05-26-259-017	SR6	\$1,218.00	windows	\$65.00									\$65.00	\$65.00
4050-052918	05/30/18	1401		Garfield	05-36-304-009	SR6	\$642.00	windows	\$65.00									\$65.00	\$65.00
4051-052918	05/30/18	1007	E	Madison St	05-25-131-001	SR6	\$3,026.00	windows	\$95.00									\$95.00	\$95.00
4057-053018	05/30/18	604		Merrill Dr	05-26-301-029	SR6	\$6,600.00	tear-off reroof	\$140.00									\$140.00	\$140.00
4058-053018	05/30/18	707	E	Madison St	05-25-153-002	SR6	\$6,000.00	siding	\$125.00									\$125.00	\$125.00
4062-053018	05/30/18	207	E	6th St	05-36-326-001	SR6	\$11,400.00	reroof& siding	\$215.00									\$215.00	\$215.00
72							\$788,132.00		\$10,145.00	\$1,136.00	\$975.00	\$544.00	\$215.00	\$98.00	\$280.00	\$240.00	\$255.00	\$13,888.00	\$13,888.00

### Single Family Home Report May 2018

Permit #	Date	Address	Dir	Street Name	PIN	ZONE	Value	Construction	BLDG	Electric	Plumbg	HVAC	INSL	Review	Zoning	Fence	SW&DW	Total Fee	Total Deposit
3944-051618	05/30/18	1902		Lafayette Dr	05-22-277-025	SR6	\$95,800.00	SFH w deck	\$600.00	\$287.00	\$260.00	\$152.00	\$55.00	\$28.00	\$10.00	\$0.00	\$85.00	\$1,477.00	\$1,477.00
3945-051618	05/30/18	1900		Sawyer	05-22-276-026	SR6	\$104,500.00	SFH w deck	\$650.00	\$287.00	\$260.00	\$158.00	\$60.00	\$30.00	\$10.00	\$0.00	\$85.00	\$1,540.00	\$1,540.00
3946-051618	05/30/18	1903		Sawyer	05-22-277-018	SR6	\$104,500.00	SFH w deck	\$650.00	\$287.00	\$260.00	\$158.00	\$60.00	\$30.00	\$10.00	\$0.00	\$85.00	\$1,540.00	\$1,540.00
3							\$304,800.00		\$1,900.00	\$861.00	\$780.00	\$468.00	\$175.00	\$88.00	\$30.00	\$0.00	\$255.00	\$4,557.00	\$4,557.00

Enterprise Zone Discount Report May 2018

Permit #	Date	NO	DIR	STREET	ZONE	Value	Construction	Building	Electric	Plumbing	HVAC	INSL	REVV	Zong	Sign	Fence	SW&DW	Paid	EZ Discount	Total Fee	Total Dep
3786-041018	05/15/18	112	W	Pleasant	CB	\$6,500.00	renovation	\$107.50	\$25.00	\$97.50			\$115.00					\$345.00	\$345.00	\$690.00	
4Q02-052318	05/23/18	511	S	State St	CB	\$300.00	sign	\$12.50						\$12.50				\$37.50	\$37.50	\$75.00	
3955-051818	05/21/18	2340		Newburg	HI	\$50,000.00	electric upgr	\$12.50	\$302.50									\$315.00	\$315.00	\$630.00	\$315.00
3883-050318	05/17/18	221	W	Locust	NB	\$20,000.00	int renov, seatg	\$72.50	\$37.50	\$65.00	\$85.00		\$180.00					\$440.00	\$440.00	\$880.00	
<b>4</b>						<b>\$76,800.00</b>		<b>\$205.00</b>	<b>\$365.00</b>	<b>\$162.50</b>	<b>\$85.00</b>	<b>\$0.00</b>	<b>\$295.00</b>	<b>\$12.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,137.50</b>	<b>\$1,137.50</b>	<b>\$2,275.00</b>	<b>\$315.00</b>

# BELVIDERE

## Community Development Department

### Planning Department

401 Whitney Boulevard, Suite 300, Belvidere, Illinois, 61008 (815) 547-7177 FAX (815) 547-0789

### May 2018 Monthly Report

Number	Project	Description	Processed
<b>Belvidere Projects</b>			
2	Cases: May	ACJA Enterprises, LLC, SU, 1930-1960 W. Chrysler Drive	03/21/2018
		BCAC, SU, 319 South State Street	04/10/2018
0	Cases: June		
3	Cases: July	CCSIP Properties, Inc., RP, 2090 Keene Parkway	02/13/2018
		1 Stop Shop, SU, 1105 N. State Street	05/31/2018
		My Gaming, SU, 1119 N. State Street	05/31/2018
0	Annexation	None	
0	Temporary Uses	None	
3	Site Plans (New/Revised)	221 W. Locust St, Sips and Sprinkles	05/03/2018
		221 W. Locust St, Sips and Sprinkles	05/16/2018
		120-122 Buchanan Street	05/16/2018
0	Final Inspection	None	02/15/2018
2	Downtown Overlay Review	521 S. State Street, signage	05/01/2018
		511 S. State Street, signage	05/22/2018
2	<b>Prepared Zoning Verification Letters</b>	722 N. State Street	05/08/2018
		219 N. State Street	05/25/2018
0	<b>Issued Address Letters</b>		
	Belvidere Historic Preservation Commission	The Commission held its 7th Annual Historic Preservation Awards Program on May 17, 2018. The Commission continued to discuss fundraising and community outreach efforts. Staff submitted the CLG Annual Report to the State of Illinois Historic Preservation Office.	
	Heritage Days	Continued to meet with the organizational team, confirmed activities, secured advertising, communicated with potential vendors, managed social media and responded to inquiries.	
	Hometown Christmas	None	
<b>Poplar Grove Projects</b>			
0	Cases: May	None	

## Planning Monthly Report Cont.

1	Cases: June	Thomas, SU, 11619 IL Rte 76	05/10/2018
1	Issued Address Letters	229 Summit Street	05/10/2018
0	Prepared Zoning Verification Letters	None	

### Scanned Plats: E-mail, Print and/or Burn

0	Recorder's Office
1	Other Department
2	General Public

### Census

The 2020 LUCA was submitted to the Census Bureau

### Planning Department Current Duties

Close out completed planning case files

Respond to all FOIA requests

Work with 911, Fire Department and Post Office to verify all addresses in the City

Assist Growth Dimensions with requested data

Meetings and phone calls with developers regarding potential development

Phone calls/walk-ins for questions regarding zoning, floodplain, development, etc.

Prepare minutes, agendas and packets for various committees, commissions, boards

Prepare deposits and purchase orders for bill payments

Continue meeting with RMAP regarding planning activities

\*\*\*Attended training for the 2018 Summer Lunch Program

\*\*\* Ben Rohr took a job in Madison, Wisconsin. His last day was May 29, 2018

\*\*\* Completed the Department's Annual Report

**MONTHLY TREASURER'S REPORT**

**Activity for the month of: May 2018**

FUND	FUND #	Beginning Cash Balance	Receipts (Cash In)	Expenditures (Cash Out)	Month's Due to or Due From Activity	Ending Cash Balance	Outstanding Interfund Loans + Borrowings -	Ending Fund Balance
General	01	10,403,340.73	2,203,746.31	1,506,799.90		11,100,287.14	29,102.65	11,129,389.79
Forestry	01	(328,644.77)	7,832.68	0.00		(320,812.09)		(320,812.09)
Landfill	01	(24,403.83)	9,786.19	0.00		(14,617.64)		(14,617.64)
I M R F / Soc Sec	01	(167,836.46)	73,339.20	53,506.38		(148,003.64)		(148,003.64)
Community Dev Fund	01	(873,429.45)	21,234.00	38,794.06		(890,989.51)		(890,989.51)
Liability Insurance	01	(1,232,580.39)	58,709.40	0.00		(1,173,870.99)		(1,173,870.99)
<b>General Fund</b>	<b>01</b>	<b>7,776,445.83</b>	<b>2,374,647.78</b>	<b>1,599,100.34</b>	<b>0.00</b>	<b>8,551,993.27</b>	<b>29,102.65</b>	<b>8,581,095.92</b>
Motor Fuel Tax	10	343,790.34	58,570.89	0.00		402,361.23		402,361.23
Kishwaukee TIF	13	19,090.67	1,256.23	0.00		20,346.90	(55,710.13)	(35,363.23)
Kishwaukee 2 TIF	15	4,914.77	0.00	0.00		4,914.77		4,914.77
Special Service Area 2	16	7,662.88	4,341.38	0.00		12,004.26		12,004.26
Special Service Area 3	17	3,503.10	1,842.31	0.00		5,345.41		5,345.41
Capital Projects - general								
Utility Tax Fund	41	0.00	0.00	0.00		0.00		0.00
Public Improvement	41	10,474.54	7,832.68	0.00		18,307.22		18,307.22
Capital Fund (752)	41	745,053.45	322,875.36	91,423.24		976,505.57		976,505.57
State Street Bridge	41	56,117.81	0.00	0.00		56,117.81		56,117.81
<b>Capital Projects</b>	<b>41</b>	<b>811,645.80</b>	<b>330,708.04</b>	<b>91,423.24</b>	<b>0.00</b>	<b>1,050,930.60</b>	<b>0.00</b>	<b>1,050,930.60</b>
W/S General Admin	61	75,633.08	0.00	0.00		75,633.08		75,633.08
Water - operations	61	430,243.45	185,052.36	132,762.35	77,968.95	560,502.41		560,502.41
W / S - bond proceeds	61	0.00	0.00	0.00		0.00		0.00
W / S - bond payments	61	130,894.85	16,515.60	61,875.83		85,534.62		85,534.62
W / S - bond reserves	61	591,697.94	562.72	0.00		592,260.66		592,260.66
Sewer - operations	61	797,980.97	294,227.44	207,138.89	77,968.95	963,038.47		963,038.47
W/S Cap Imprv (Depr) 04-09	61	1,046,285.86	27,504.37	89,775.00		984,015.23		984,015.23
W/S Connection/Agr Fees 05-10	61	2,645,839.94	25,533.88	0.00		2,671,373.82		2,671,373.82
Sewer Plant Equip Repl 06-08	61	1,519,441.99	43,647.23	0.00		1,563,089.22		1,563,089.22
<b>Water / Sewer Fund</b>	<b>61</b>	<b>7,238,018.08</b>	<b>593,043.60</b>	<b>491,552.07</b>	<b>155,937.90</b>	<b>7,495,447.51</b>	<b>0.00</b>	<b>7,495,447.51</b>
Escrow	91	524,881.93	23,785.11	0.00		548,667.04		548,667.04
<b>TOTAL</b>		<b>16,729,953.40</b>	<b>3,388,195.34</b>	<b>2,182,075.65</b>	<b>155,937.90</b>	<b>18,092,010.99</b>	<b>26,607.48</b>	<b>18,065,403.51</b>

FUND	FUND #	Checking	Money Market	C D's	Trust Acct	Ending Cash Balance	Due From + Due To - Other Funds	Ending Fund Balance
General Fund	01	613,555.15	1,358,298.89	6,580,139.23		8,551,993.27	29,102.65	8,581,095.92
Motor Fuel Tax	10	32,356.18	370,005.05			402,361.23		402,361.23
Kishwaukee TIF	13	20,346.90	0.00			20,346.90	(55,710.13)	(35,363.23)
Kishwaukee 2 TIF	15	4,914.77	0.00			4,914.77		4,914.77
Sp Srv Areas #2-Farmington	16	12,004.26	0.00			12,004.26		12,004.26
Sp Srv Areas #3-Farmington	17	5,345.41	0.00			5,345.41		5,345.41
Capital Projects	41	260,490.49	287,186.75	503,253.36		1,050,930.60		1,050,930.60
Water / Sewer Fund	61	673,581.75	200,425.10	6,621,440.66		7,495,447.51		7,495,447.51
Escrow	91	180,111.89	368,555.15	0.00		548,667.04		548,667.04
<b>TOTAL</b>		<b>1,802,706.80</b>	<b>2,584,470.94</b>	<b>13,704,833.25</b>	<b>0.00</b>	<b>18,092,010.99</b>	<b>(26,607.48)</b>	<b>18,065,403.51</b>
Fire Department - 2% Fund	19	12,021.54	30,348.27			42,369.81		42,369.81
Seized Vehicles		5,616.82				5,616.82		5,616.82
Drug Operations		69,284.74				69,284.74		69,284.74
State Asset Forfeiture		69,825.59				69,825.59		69,825.59
Federal Forfeiture		61,338.99				61,338.99		61,338.99
Auction		59,863.37				59,863.37		59,863.37
Metro Narcotics		7,961.60				7,961.60		7,961.60
Metro Narcotics OAF		1,088.00				1,088.00		1,088.00
Belvidere OAF		553.50				553.50		553.50
<b>TOTAL POLICE FUNDS as of Apr 2018</b>		<b>275,532.61</b>				<b>275,532.61</b>		<b>275,532.61</b>



**INCOME STATEMENT FOR THE GENERAL FUND**

				Through	May	2018	
	Account #	Actual FY 17	Actual FY 18	Month of May	YTD Actual for FY 19	Budget FY 19	8% of budget
<b>General Administration</b>							
RE Property Tax	01-4-110-4010	1,843,251.00	1,759,868.97	346,233.93	346,233.93	1,769,385	20%
Hotel / Motel Tax	01-4-110-4011	2,748.68	2,579.99	19.65	19.65	3,356	1%
Auto Rental Tax	01-4-110-4012	6,418.98	6,794.30	420.17	420.17	6,480	6%
Muni Infrastructure Maint	01-4-110-4013	150,224.37	131,450.51	9,968.63	9,968.63	142,800	7%
State Income Tax	01-4-110-4100	2,436,019.36	2,710,100.59	350,900.03	350,900.03	2,451,043	14%
Muni Sales Tax	01-4-110-4110	3,310,595.26	3,427,287.63	264,679.50	264,679.50	3,471,350	8%
Sales Tax to Developer	01-4-110-4111	0.00	0.00	0.00	0.00	0	0%
Local Use Tax	01-4-110-4112	625,105.54	663,704.70	50,118.74	50,118.74	672,885	7%
Replacement Tax	01-4-110-4120	534,532.21	433,270.17	95,528.98	95,528.98	505,727	19%
Repl Tax Dist to Pensions	01-4-110-4121	(264,958.00)	(260,246.00)	0.00	0.00	(268,051)	0%
State Grants	01-4-110-4150	0.00	0.00	0.00	0.00	0	0%
Grants (NDevelopment)	01-4-110-4151	0.00	0.00	0.00	0.00	0	0%
Business License	01-4-110-4200	15,870.00	15,340.00	8,310.00	8,310.00	17,850	47%
Liquor License & Fines	01-4-110-4210	104,050.00	157,450.00	87,450.00	87,450.00	114,700	76%
Amusement Machine	01-4-110-4230	8,400.00	9,800.00	34,300.00	34,300.00	10,300	333%
Court Fines	01-4-110-4400	269,744.37	326,213.98	30,270.26	30,270.26	313,271	10%
Parking Fines	01-4-110-4410	5,743.12	12,731.00	819.00	819.00	5,975	14%
Seized Vehicle Fee	01-4-110-4420	57,900.00	90,450.00	7,200.00	7,200.00	79,200	9%
Engr Fees-Subdivision	01-4-110-4430	14,005.00	0.00	0.00	0.00	20,000	0%
Video Gambling	01-4-110-4440	229,469.55	279,016.24	31,863.28	31,863.28	273,600	12%
Franchise Fees	01-4-110-4450	270,606.66	279,541.15	69,269.78	69,269.78	282,795	24%
Comcast Fees	01-4-110-4455	19,662.65	2,160.90	0.00	0.00	0	0%
Death/Birth Certificates	01-4-110-4460	20,255.00	18,818.00	3,524.00	3,524.00	18,379	19%
Accident/Fire Reports	01-4-110-4470	4,258.85	6,060.00	855.00	855.00	5,370	16%
Annexation/Plat Fees	01-4-110-4471	0.00	0.00	0.00	0.00	20,000	0%
Tipping Fees	01-4-110-4472	66,634.64	83,373.68	4,246.12	4,246.12	84,500	5%
Fuel Charges (outside vendors)	01-4-110-4550	0.00	211,852.37	12,258.79	12,258.79	245,876	0%
Interest Income	01-4-110-4600	39,813.97	55,202.89	18,392.85	18,392.85	74,750	25%
Misc Revenues	01-4-110-4900	26,134.26	13,512.51	3,296.38	3,296.38	26,700	12%
Heritage Days	01-4-110-4901	53,386.00	88,700.24	26,225.00	26,225.00	0	0%
Historic Pres. Fund Raising	01-4-110-4902	160.00	8,115.00	347.07	347.07	0	0%
Historic Pres. Grant Reimb.	01-4-110-4903	9,052.56	0.00	0.00	0.00	0	0%
Operating Transfer in (Reserve:	01-4-110-9998	1,026,870.07	22,510.55	0.00	0.00	676,844	0%
<b>Total General Administration Revenues</b>		<b>10,885,954.10</b>	<b>10,555,659.37</b>	<b>1,456,497.16</b>	<b>1,456,497.16</b>	<b>11,025,085</b>	<b>13%</b>
Salaries - Elected Officials	01-5-110-5000	207,623.48	213,878.30	22,478.27	22,478.27	214,542	10%
Salaries - Regular - FT	01-5-110-5010	221,324.13	226,430.75	31,697.12	31,697.12	230,962	14%
Group Health Insurance	01-5-110-5130	469,397.37	454,004.09	42,119.71	42,119.71	518,757	8%
Health Ins Claims Pd (Dental)	01-5-110-5131	28,915.36	29,787.65	1,844.00	1,844.00	35,000	5%
Group Life Insurance	01-5-110-5132	1,336.50	1,379.70	114.75	114.75	1,450	8%
Health Insurance Reimb.	01-4-110-4540	(153,131.82)	(156,965.81)	0.00	0.00	(160,588)	0%
Unemployment Compensation	01-5-110-5136	0.00	0.00	0.00	0.00	0	0%
Meeting & Conferences	01-5-110-5154	11,208.73	13,284.76	0.00	0.00	14,850	0%
Subscriptions/Ed Materials	01-5-110-5156	552.90	431.61	0.00	0.00	650	0%
<b>Gen Admin Personnel &amp; Benefit Expenses</b>		<b>787,226.65</b>	<b>782,231.05</b>	<b>98,253.85</b>	<b>98,253.85</b>	<b>855,623</b>	<b>11%</b>
Repairs/Maint - Bldgs	01-5-110-6010	34,784.35	19,803.99	189.80	189.80	24,200	1%
Repairs/Maint - Equip	01-5-110-6020	3,424.32	3,925.16	0.00	0.00	5,000	0%
Legal	01-5-110-6110	7,450.91	6,082.96	0.00	0.00	22,000	0%
Other Professional Services	01-5-110-6190	0.00	2,169.40	0.00	0.00	5,000	0%
Grant Expenses (NDev)	01-5-110-6191	0.00	0.00	0.00	0.00	0	0%
Telephone	01-5-110-6200	20,424.85	21,934.88	773.48	773.48	21,630	4%
Codification	01-5-110-6225	8,442.83	5,231.40	0.00	0.00	2,000	0%
Other Communications	01-5-110-6290	4,037.44	2,805.52	0.00	0.00	3,330	0%
<b>Gen Admin Contractual Expenses</b>		<b>78,564.70</b>	<b>61,953.31</b>	<b>963.28</b>	<b>963.28</b>	<b>83,160</b>	<b>1%</b>

General Administration (cont)	Account #	Actual FY 17	Actual FY 17	Month of May	YTD Actual for FY 19	Budget FY 19	8% of budget
Office Supplies	01-5-110-7020	39,061.21	45,067.99	(140.68)	(140.68)	56,500	0%
Gas and Oil	01-5-110-7030	0.00	0.00	0.00	0.00	170,000	0%
Other Supplies	01-5-110-7800	5,417.00	5,281.54	25.97	25.97	6,800	0%
Gen Admin Supplies Expenses		44,478.21	50,349.53	(114.71)	(114.71)	233,300	0%
Miscellaneous Expense	01-5-110-7900	72,206.98	83,627.17	3,454.50	3,454.50	79,930	4%
Reimb of Seized Vehicle Fee	01-5-110-7901	1,207.50	600.00	300.00	300.00	0	0%
Heritage Days	01-5-110-7902	56,780.67	74,996.12	0.00	0.00	0	0%
Comcast Charges	01-5-110-7903	0.00	0.00	0.00	0.00	0	0%
Historic Preservation	01-5-110-7904	0.00	0.00	0.00	0.00	0	0%
Operating Transfers Out	01-5-110-9999	536,965.18	383,828.00	299,622.00	299,622.00	599,243	50%
Total General Administration Expenses		1,577,429.89	1,437,585.18	402,478.92	402,478.92	1,851,256	22%
<b>NET GENERAL ADMINISTRATION</b>		<b>9,308,524.21</b>	<b>9,118,074.19</b>	<b>1,054,018.24</b>	<b>1,054,018.24</b>	<b>9,173,829</b>	<b>11%</b>
<b>General Fund - Audit Department</b>							
RE Taxes - Audit	01-4-130-4010	20,057.42	20,040.98	3,918.76	3,918.76	20,000	20%
Accounting & Auditing	01-5-130-6100	35,100.00	34,920.00	0.00	0.00	36,500	0%
<b>NET - AUDIT DEPARTMENT</b>		<b>(15,042.58)</b>	<b>(14,879.02)</b>	<b>3,918.76</b>	<b>3,918.76</b>	<b>(16,500)</b>	<b>-24%</b>
<b>General Fund - IMRF Department</b>							
RE Taxes - IMRF	01-4-140-4010	72,109.86	65,142.80	12,721.86	12,721.86	65,000	20%
Replacement Tax	01-4-140-4120	92,535.00	90,889.00	0.00	0.00	93,615	0%
Interest Income	01-4-140-4600	0.00	0.00	0.00	0.00	0	0%
Expense Reimbursement	01-4-140-4940	26,688.39	24,892.52	2,924.99	2,924.99	31,340	9%
Total IMRF Revenues		191,333.25	180,924.32	15,646.85	15,646.85	189,955	8%
IMRF Premium Expense	01-5-140-5120	210,445.44	194,160.51	13,162.68	13,162.68	179,872	7%
<b>NET - IMRF DEPARTMENT</b>		<b>(19,112.19)</b>	<b>(13,236.19)</b>	<b>2,484.17</b>	<b>2,484.17</b>	<b>10,083</b>	<b>25%</b>
<b>General Fund - Social Security Department</b>							
RE Taxes - FICA/Med	01-4-150-4010	225,346.90	200,385.68	39,137.00	39,137.00	200,000	20%
Expense Reimbursement	01-4-150-4940	127,996.70	128,779.38	15,556.71	15,556.71	134,731	12%
Library Expense Reimb.	01-4-150-4941	28,310.72	28,653.10	2,998.64	2,998.64	30,600	10%
Total Soc Security Revenues		381,654.32	357,818.16	57,692.35	57,692.35	365,331	16%
FICA Expense	01-5-150-5110	201,288.27	202,747.55	23,658.58	23,658.58	217,739	11%
Medicare Expense	01-5-150-5112	127,511.29	128,761.10	16,685.12	16,685.12	138,284	12%
Total Soc Security Expenses		328,799.56	331,508.65	40,343.70	40,343.70	356,023	11%
<b>NET - SOCIAL SECURITY DEPT</b>		<b>52,854.76</b>	<b>26,309.51</b>	<b>17,348.65</b>	<b>17,348.65</b>	<b>9,308</b>	<b>86%</b>
<b>General Fund - Liability Insurance Dept</b>							
RE Taxes - Ins Liability	01-4-160-4010	320,477.21	290,560.41	58,709.40	58,709.40	300,000	20%
Expense Reimbursement	01-4-160-4940	0.00	0.00	0.00	0.00	-	0%
Total Liability Insurance Revenues		320,477.21	290,560.41	58,709.40	58,709.40	300,000	20%
Insurance Premium	01-5-160-6800	449,520.12	452,758.88	0.00	0.00	488,060	0%
<b>NET - LIABILITY INSURANCE DEPT</b>		<b>(129,042.91)</b>	<b>(162,198.47)</b>	<b>58,709.40</b>	<b>58,709.40</b>	<b>(188,060)</b>	<b>-31%</b>

Police Department	Account #	Actual FY 17	Actual FY 18	Month of May	YTD Actual for FY 19	Budget FY 19	8% of budget
RE Property Tax	01-4-210-4010	1,046,390.82	1,107,755.95	235,098.96	235,098.96	1,201,417	20%
Grants	01-4-210-4150	88,764.64	26,682.37	0.00	0.00	29,760	0%
Sex Offender Reg Fee	01-4-210-4480	3,240.00	7,510.00	560.00	560.00	5,000	0%
Miscellaneous Revenues	01-4-210-4900	131,676.98	183,034.11	14,701.59	14,701.59	175,287	8%
Expense Reimbursement	01-4-210-4940	11,641.11	4,558.00	0.00	0.00	0	0%
Sale of Assets	01-4-210-4950	6,233.33	11,970.00	0.00	0.00	0	0%
<b>Total Police Department Revenues</b>		<b>1,287,946.88</b>	<b>1,341,510.43</b>	<b>250,360.55</b>	<b>250,360.55</b>	<b>1,411,464</b>	<b>18%</b>
Salary - Regular - FT	01-5-210-5010	3,236,497.86	3,356,981.88	472,071.75	472,071.75	3,533,117	13%
Overtime	01-5-210-5040	410,571.39	315,416.26	33,509.60	33,509.60	400,000	8%
Police Pension	01-5-210-5122	1,026,333.40	1,087,714.97	0.00	0.00	1,181,417	0%
Health Insurance	01-5-210-5130	733,616.37	832,854.34	75,428.52	75,428.52	911,807	8%
Dental claims	01-5-210-5131	40,544.26	54,588.08	4,852.26	4,852.26	50,000	10%
Unemployment Compensation	01-5-210-5136	11,771.00	10,393.00	0.00	0.00	0	0%
Uniform Allowance	01-5-210-5140	64,295.91	67,481.12	0.00	0.00	72,367	0%
Training	01-5-210-5152	79,508.65	58,458.67	1,899.86	1,899.86	83,305	2%
<b>Police Dept Personnel &amp; Benefit Expenses</b>		<b>5,603,138.84</b>	<b>5,783,888.32</b>	<b>587,761.99</b>	<b>587,761.99</b>	<b>6,232,013</b>	<b>9%</b>
Repair/Maint-Equipment	01-5-210-6020	8,342.61	9,973.61	3,184.16	3,184.16	20,656	15%
Repair/Maint-Vehicles	01-5-210-6030	64,832.94	77,070.58	2,706.39	2,706.39	99,050	3%
Telephone/Utilities	01-5-210-6200	42,940.62	41,675.83	21,672.00	21,672.00	43,800	49%
Physical Exams	01-5-210-6810	210.00	0.00	0.00	0.00	2,135	0%
Community Policing	01-5-210-6816	7,991.22	7,830.41	0.00	0.00	9,500	0%
K 9 Program Expenses	01-5-210-6818	3,301.45	15,594.38	0.00	0.00	5,550	0%
Sex Offender State Disburse	01-5-210-6835	2,080.00	2,985.00	0.00	0.00	3,250	0%
<b>Police Department - Contractual Expenses</b>		<b>129,698.84</b>	<b>155,129.81</b>	<b>27,562.55</b>	<b>27,562.55</b>	<b>183,941</b>	<b>15%</b>
Office Supplies	01-5-210-7020	6,472.45	6,409.54	45.95	45.95	10,850	0%
Gas & Oil	01-5-210-7030	70,384.40	99,685.98	0.00	0.00	100,000	0%
Operating Supplies	01-5-210-7040	36,697.71	24,660.57	0.00	0.00	45,185	0%
Miscellaneous Expense	01-5-210-7900	37,100.96	35,482.95	41.65	41.65	40,800	0%
<b>Police Department - Supplies Expense</b>		<b>150,655.52</b>	<b>166,239.04</b>	<b>87.60</b>	<b>87.60</b>	<b>196,835</b>	<b>0%</b>
Equipment	01-5-210-8200	45,298.05	39,104.62	0.00	0.00	74,830	0%
Vehicles	01-5-210-8300	0.00	0.00	0.00	0.00	0	0%
<b>Total Police Department Expenses</b>		<b>5,928,791.25</b>	<b>6,144,361.79</b>	<b>615,412.14</b>	<b>615,412.14</b>	<b>6,687,619</b>	<b>9%</b>
<b>NET - POLICE DEPARTMENT</b>		<b>(4,640,844)</b>	<b>(4,802,851)</b>	<b>(365,052)</b>	<b>(365,052)</b>	<b>(5,276,155)</b>	<b>7%</b>
<b>Public Safety Building Department</b>							
Salaries - Regular - FT	01-5-215-5010	602,190.90	639,282.47	0.00	0.00	708,098	0%
Other (FICA & IMRF)	01-5-215-5079	105,206.33	110,384.54	0.00	0.00	124,979	0%
Other Contractual Services	01-5-215-6890	275,223.55	299,759.63	0.00	0.00	283,232	0%
<b>NET - PUBLIC SAFETY BLDG DEPT</b>		<b>(982,620.78)</b>	<b>(1,049,426.64)</b>	<b>0.00</b>	<b>0.00</b>	<b>(1,116,309)</b>	<b>0%</b>

<b>Fire Department</b>	<b>Account #</b>	<b>Actual FY 17</b>	<b>Actual FY 17</b>	<b>Month of May</b>	<b>YTD Actual for FY 19</b>	<b>Budget FY 19</b>	<b>8% of budget</b>
RE Property Tax	01-4-220-4010	818,109.40	990,630.02	199,820.27	199,820.27	1,021,132	20%
Grants	01-4-220-4150	1,000.00	15,755.74	5,965.97	5,965.97	5,000	0%
Miscellaneous Revenues	01-4-220-4900	36,031.31	13,979.92	1,136.93	1,136.93	25,000	5%
Expense Reimbursement	01-4-220-4940	1,012.98	37,771.00	0.00	0.00	0	0%
Sale of Assets	01-4-220-4950	0.00	10,100.00	0.00	0.00	10,000	0%
<b>Total Fire Department Revenues</b>		<b>856,153.69</b>	<b>1,068,236.68</b>	<b>206,923.17</b>	<b>206,923.17</b>	<b>1,061,132</b>	<b>20%</b>
Salaries - Regular - FT	01-5-220-5010	1,969,596.22	2,068,633.52	288,965.14	288,965.14	2,157,165	13%
Overtime	01-5-220-5040	200,784.91	136,531.18	17,375.52	17,375.52	183,250	9%
Fire Pension	01-5-220-5124	798,051.98	970,589.04	0.00	0.00	1,001,132	0%
Health Insurance	01-5-220-5130	422,210.56	495,623.54	49,123.62	49,123.62	507,253	10%
Dental Insurance	01-5-220-5131	21,499.64	27,129.39	1,609.92	1,609.92	32,000	5%
Unemployment Compensation	01-5-220-5136	0.00	0.00	0.00	0.00	0	0%
Uniform Allowance	01-5-220-5140	30,429.01	29,482.63	806.57	806.57	32,300	2%
Training	01-5-220-5152	31,096.97	18,816.26	334.20	334.20	20,600	2%
<b>Fire Depart Personnel &amp; Benefits Expenses</b>		<b>3,473,669.29</b>	<b>3,746,805.56</b>	<b>358,214.97</b>	<b>358,214.97</b>	<b>3,933,700</b>	<b>9%</b>
Repair/Maint-Bldg	01-5-220-6010	57,115.64	47,639.91	215.75	215.75	42,350	1%
Repair/Maint-Equipment	01-5-220-6020	0.00	7,889.99	0.00	0.00	14,200	0%
Repair/Maint-Vehicles	01-5-220-6030	57,015.82	36,582.75	206.35	206.35	53,500	0%
Telephone/Utilities	01-5-220-6200	11,697.06	19,202.62	488.40	488.40	15,240	3%
Physical Exams	01-5-220-6810	654.50	709.00	0.00	0.00	2,500	0%
Fire Prevention	01-5-220-6822	8,983.96	10,251.54	300.00	300.00	12,000	3%
Emergency Med Supplies	01-5-220-6824	0.00	9,760.71	345.26	345.26	11,500	0%
<b>Fire Department - Contractual Expenses</b>		<b>135,466.98</b>	<b>132,036.52</b>	<b>1,555.76</b>	<b>1,555.76</b>	<b>151,290</b>	<b>1%</b>
Office Supplies	01-5-220-7020	12,685.62	11,665.64	169.15	169.15	14,100	1%
Gas & Oil	01-5-220-7030	14,367.49	18,927.06	0.00	0.00	20,000	0%
Operating Supplies	01-5-220-7040	6,830.98	8,606.67	453.08	453.08	8,000	6%
Miscellaneous Expense	01-5-220-7900	1,296.45	588.80	0.00	0.00	1,000	0%
<b>Fire Department - Supplies Expenses</b>		<b>35,180.54</b>	<b>39,788.17</b>	<b>622.23</b>	<b>622.23</b>	<b>43,100</b>	<b>1%</b>
Equipment	01-5-220-8200	53,632.91	42,800.39	200.00	200.00	25,000	1%
<b>Total Fire Department Expenses</b>		<b>3,697,949.72</b>	<b>3,961,430.64</b>	<b>360,592.96</b>	<b>360,592.96</b>	<b>4,153,090</b>	<b>9%</b>
<b>NET - FIRE DEPARTMENT</b>		<b>(2,841,796.03)</b>	<b>(2,893,193.96)</b>	<b>(153,669.79)</b>	<b>(153,669.79)</b>	<b>(3,091,958)</b>	<b>5%</b>
<b>Police &amp; Fire Commission Department</b>							
Physical Exams	01-5-225-6810	13,100.90	18,663.60	0.00	0.00	16,500	0%
Other Contractual Services	01-5-225-6890	9,417.64	21,302.72	0.00	0.00	10,015	0%
<b>NET - POLICE &amp; FIRE COMMISSION</b>		<b>(22,518.54)</b>	<b>(39,966.32)</b>	<b>0.00</b>	<b>0.00</b>	<b>(26,515)</b>	<b>0%</b>

Community Development	Account #	Actual FY 17	Actual FY 18	Month of May	YTD Actual for FY 19	Budget FY 19	8% of budget
Building Permits	01-4-230-4300	235,547.00	106,298.00	14,042.50	14,042.50	205,259	7%
Electric Permits	01-4-230-4310	19,798.50	13,270.50	2,111.00	2,111.00	19,965	11%
Electrician Certification Fees	01-4-230-4315	2,900.00	4,200.00	150.00	150.00	3,050	5%
Plumbing Permits	01-4-230-4320	17,392.50	10,390.00	1,267.50	1,267.50	12,626	10%
HVAC Permits	01-4-230-4330	11,156.25	4,224.00	629.00	629.00	5,500	11%
Plan Review Fees	01-4-230-4340	76,325.75	7,826.25	403.00	403.00	40,000	1%
Sidewalk/Lot Grading Fees	01-4-230-4350	1,487.50	1,360.00	255.00	255.00	1,575	16%
Insulation Permits	01-4-230-4360	4,060.00	1,237.50	215.00	215.00	1,812	12%
Zoning Review Fee	01-4-230-4370	3,215.00	2,910.00	427.50	427.50	3,535	12%
Code Enforcement	01-4-230-4380	6,300.00	6,400.00	300.00	300.00	5,900	5%
Other Permits	01-4-230-4390	4,682.50	4,730.00	887.50	887.50	5,861	15%
Miscellaneous Revenues	01-4-230-4900	25.00	102.50	0.00	0.00	250	0%
Expense Reimbursement	01-4-230-4940	2,569.25	1,370.83	438.50	438.50	2,000	0%
Planning Fees	01-4-230-4950	21,498.75	11,871.50	0.00	0.00	13,500	0%
Planning Misc.	01-4-230-4955	12,801.34	2,060.00	107.50	107.50	1,000	11%
<b>Building Department - Revenues</b>		<b>419,759.34</b>	<b>178,251.08</b>	<b>21,234.00</b>	<b>21,234.00</b>	<b>321,833</b>	<b>7%</b>
Salaries- Regular - FT	01-5-230-5010	213,387.45	207,201.12	23,703.37	23,703.37	252,208	9%
FICA	01-5-230-5079	16,324.12	15,850.89	1,813.31	1,813.31	19,294	9%
IMRF	01-5-230-5120	26,688.39	24,892.52	2,924.99	2,924.99	31,340	9%
Health Ins Expense	01-5-230-5130	59,052.36	69,550.97	6,369.35	6,369.35	98,917	6%
Dental Insurance	01-5-230-5131	2,059.20	3,803.88	180.80	180.80	5,000	4%
Unemployment	01-5-230-5136	0.00	0.00	0.00	0.00	0	0%
Training	01-5-230-5152	1,147.00	1,355.87	308.00	308.00	4,000	8%
<b>Building Dept Personnel &amp; Benefits Expense</b>		<b>318,658.52</b>	<b>322,655.25</b>	<b>35,299.82</b>	<b>35,299.82</b>	<b>410,759</b>	<b>9%</b>
Repair/Maint - Equip	01-5-230-6020	5,331.66	6,478.55	370.98	370.98	5,500	7%
Repair/Maint - Vehicles	01-5-230-6030	0.00	0.00	0.00	0.00	1,500	0%
Other Professional Services	01-5-230-6190	45,691.08	45,939.84	2,958.32	2,958.32	46,000	6%
Telephone	01-5-230-6200	2,002.33	2,048.79	0.00	0.00	3,000	0%
Postage	01-5-230-6210	6,279.70	3,373.10	0.00	0.00	2,000	0%
Printing & Publishing	01-5-230-6220	2,504.48	3,361.97	0.00	0.00	2,875	0%
<b>Building Department - Contractual Expenses</b>		<b>61,809.25</b>	<b>61,202.25</b>	<b>3,329.30</b>	<b>3,329.30</b>	<b>60,875</b>	<b>5%</b>
Office Supplies	01-5-230-7020	6,616.86	6,661.11	164.94	164.94	7,100	2%
Gas & Oil	01-5-230-7030	625.68	592.92	0.00	0.00	1,700	0%
Miscellaneous Expense	01-5-230-7900	1,142.81	502.92	0.00	0.00	1,000	0%
Operating Transfer Out	01-5-230-9999	0.00	0.00	0.00	0.00	0	0%
<b>Building Department - Supplies Expenses</b>		<b>8,385.35</b>	<b>7,756.95</b>	<b>164.94</b>	<b>164.94</b>	<b>9,800</b>	<b>2%</b>
<b>Total Building Department Expenses</b>		<b>388,853.12</b>	<b>391,614.45</b>	<b>38,794.06</b>	<b>38,794.06</b>	<b>481,434</b>	<b>8%</b>
<b>NET - BUILDING DEPARTMENT</b>		<b>30,906.22</b>	<b>(213,363.37)</b>	<b>(17,560.06)</b>	<b>(17,560.06)</b>	<b>(159,601)</b>	<b>11%</b>
<b>Civil Defense Department</b>							
RE Tax - Civil Defense	01-4-240-4010	7,032.46	7,030.74	1,370.29	1,370.29	7,000	20%
Miscellaneous Revenues	01-4-240-4900	25,285.36	631.35	0.00	0.00	0	#DIV/0!
Miscellaneous Expense	01-5-240-7900	30,687.50	83,747.22	0.00	0.00	7,000	0%
<b>NET - CIVIL DEFENSE DEPARTMENT</b>		<b>1,630.32</b>	<b>(76,085.13)</b>	<b>1,370.29</b>	<b>1,370.29</b>	<b>0</b>	<b>#DIV/0!</b>

Street Department	Account #	Actual FY 17	Actual FY 18	Month of May	YTD Actual for FY 19	Budget FY 19	8% of budget
RE Tax - Road & Bridge	01-4-310-4010	320,508.22	320,365.58	66,011.89	66,011.89	320,000	21%
Grants	01-4-310-4150	0.00	60,503.12	0.00	0.00	0	0%
Sidewalk/Driveway/Lot Grading	01-4-310-4350	2,940.00	2,220.00	180.00	180.00	2,000	9%
Miscellaneous Revenues	01-4-310-4900	5,374.04	1,822.38	0.00	0.00	3,000	0%
Expense Reimbursement	01-4-310-4940	67,971.36	34,421.34	5,161.70	5,161.70	10,000	0%
Expense Reimbursement	01-5-310-4940	(18,583.89)	(210,670.36)	0.00	0.00	-	#DIV/0!
Sale of Assets	01-4-310-4950	7,100.00	0.00	0.00	0.00	-	#DIV/0!
<b>Street Department - Revenues</b>		<b>385,309.73</b>	<b>208,662.06</b>	<b>71,353.59</b>	<b>71,353.59</b>	<b>335,000</b>	<b>21%</b>
Salaries - Regular - FT	01-5-310-5010	583,028.64	580,406.51	65,411.19	65,411.19	623,098	10%
Overtime	01-5-310-5040	42,551.26	37,416.56	4,693.25	4,693.25	40,000	12%
Health Insurance	01-5-310-5130	219,296.47	220,842.37	12,918.20	12,918.20	233,560	6%
Uniform Allowance	01-5-310-5140	13,047.28	16,329.15	468.62	468.62	15,000	3%
Training	01-5-310-5152	710.00	293.10	0.00	0.00	1,500	0%
<b>Street Dept - Personnel &amp; Benefits Expenses</b>		<b>858,633.65</b>	<b>855,287.69</b>	<b>83,491.26</b>	<b>83,491.26</b>	<b>913,158</b>	<b>9%</b>
Repair/Maint - Storm Drain	01-5-310-6001	24,632.80	27,988.96	700.10	700.10	25,000	3%
Repair/Maint - St/Parking Lot	01-5-310-6002	87,243.71	119,636.90	2,186.37	2,186.37	95,000	2%
Repair/Maint - Sidewalk/Curb	01-5-310-6003	43,102.36	54,680.98	(857.60)	(857.60)	40,000	-2%
Repair/Maint - Building	01-5-310-6010	19,295.50	14,190.21	620.66	620.66	13,000	5%
Repair/Maint - Equipment	01-5-310-6020	82,224.48	114,315.41	(16,142.34)	(16,142.34)	110,000	-15%
Repair/Maint - Traffic Signal	01-5-310-6024	81,592.52	88,578.51	0.00	0.00	30,000	0%
Telephone/Utilities	01-5-310-6200	7,166.18	7,632.54	0.00	0.00	6,500	0%
Leaf Clean-up/Removal	01-5-310-6826	10,592.30	9,296.40	0.00	0.00	12,000	0%
<b>Street Department - Contractual Expenses</b>		<b>355,849.85</b>	<b>436,319.91</b>	<b>(13,492.81)</b>	<b>(13,492.81)</b>	<b>331,500</b>	<b>-4%</b>
Office Supplies	01-5-310-7020	6,919.17	4,707.63	77.25	77.25	6,000	1%
Gas & Oil	01-5-310-7030	49,327.64	73,272.48	206.00	206.00	75,000	0%
Operating Supplies	01-5-310-7040	29,559.93	32,087.06	462.70	462.70	25,000	2%
Miscellaneous Expense	01-5-310-7900	1,179.69	1,165.50	33.41	33.41	2,000	0%
<b>Street Department - Supplies Expenses</b>		<b>86,986.43</b>	<b>111,232.67</b>	<b>779.36</b>	<b>779.36</b>	<b>108,000</b>	<b>1%</b>
Equipment	01-5-310-8200	0.00	0.00	0.00	0.00	0	0%
<b>Total Street Department Expenses</b>		<b>1,301,469.93</b>	<b>1,402,840.27</b>	<b>70,777.81</b>	<b>70,777.81</b>	<b>1,352,658</b>	<b>5%</b>
<b>NET - STREET DEPARTMENT</b>		<b>(916,160.20)</b>	<b>(1,194,178.21)</b>	<b>575.78</b>	<b>575.78</b>	<b>(1,017,658)</b>	<b>0%</b>
<b>Street Lighting</b>							
RE Tax - Street Lighting	01-4-330-4010	210,318.07	200,385.68	41,096.38	41,096.38	210,000	20%
Expense Reimbursement	01-5-330-4940	0.00	0.00	0.00	0.00	0	0%
Repair/ Maint - Street Light	01-5-330-6022	74,151.47	140,835.41	0.00	0.00	40,000	0%
Street Lighting - electricity	01-5-330-6310	285,611.12	278,689.77	0.00	0.00	280,000	0%
<b>NET - STREET LIGHTING</b>		<b>(149,444.52)</b>	<b>(219,139.50)</b>	<b>41,096.38</b>	<b>41,096.38</b>	<b>(110,000)</b>	<b>-37%</b>

Landfill Department	Account #	Actual FY 17	Actual FY 17	Month of May	YTD Actual for FY 19	Budget FY 19	8% of budget
RE Tax - Refuse/Landfill	01-4-335-4010	45,081.73	45,101.85	9,786.19	9,786.19	50,000	20%
Miscellaneous Revenue	01-4-335-4900	0.00	0.00	0.00	0.00	0	0%
Miscellaneous Expenses	01-5-335-7900	47,563.60	68,103.20	0.00	0.00	56,000	0%
<b>NET - GARBAGE DEPARTMENT</b>		<b>(2,481.87)</b>	<b>(23,001.35)</b>	<b>9,786.19</b>	<b>9,786.19</b>	<b>(6,000)</b>	<b>-163%</b>
<b>Forestry Department</b>							
RE Tax - Forestry	01-4-340-4010	40,081.62	35,081.34	7,832.68	7,832.68	40,000	20%
Other Fees	01-4-340-4490	0.00	0.00	0.00	0.00	0	0%
Miscellaneous	01-4-340-4900	0.00	0.00	0.00	0.00	0	0%
Forestry Department Revenues		40,081.62	35,081.34	7,832.68	7,832.68	40,000	20%
Repair/ Maint - Other	01-5-340-6090	0.00	0.00	0.00	0.00	0	0%
Tree Removal or Purchase	01-5-340-6850	127,536.00	91,591.98	0.00	0.00	80,000	0%
Miscellaneous Expense	01-5-340-7900	0.00	0.00	0.00	0.00	-	#DIV/0!
Forestry Department Expenses		127,536.00	91,591.98	0.00	0.00	80,000	0%
<b>NET - FORESTRY DEPARTMENT</b>		<b>(87,454.38)</b>	<b>(56,510.64)</b>	<b>7,832.68</b>	<b>7,832.68</b>	<b>(40,000)</b>	<b>0%</b>
<b>Engineering Department</b>							
Engineering	01-5-360-6140	387.50	31,641.67	1,360.00	1,360.00	27,000	5%
Subdivision Expense	01-5-360-6824	8,735.00	1,508.00	0.00	0.00	10,000	0%
Office Supplies	01-5-360-7020	7,023.73	7,013.20	19.72	19.72	8,000	0%
Gas & Oil	01-5-360-7030	0.00	0.00	0.00	0.00	-	0%
<b>NET - ENGINEERING DEPARTMENT</b>		<b>(16,146.23)</b>	<b>(40,162.87)</b>	<b>(1,379.72)</b>	<b>(1,379.72)</b>	<b>(45,000)</b>	<b>3%</b>
<b>Health / Social Services</b>							
Council on Aging	01-5-410-6830	33,000.00	23,000.00	0.00	0.00	23,000	0%
Demolition / Nuisance	01-5-410-6832	0.00	2,105.00	0.00	0.00	5,000	0%
<b>NET - HEALTH / SOCIAL SERVICES</b>		<b>(33,000.00)</b>	<b>(25,105.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>(28,000)</b>	<b>0%</b>
<b>Economic Development</b>							
Planning Dept Services	01-5-610-6150	52,650.00	49,923.81	0.00	0.00	57,500	0%
Economic / Business	01-5-610-6840	73,000.00	73,000.00	55,000.00	55,000.00	73,000	75%
Tourism	01-5-610-6842	5,500.00	0.00	0.00	0.00	7,000	0%
Historic Preservation	01-5-610-6844	20,357.87	32,976.59	1,158.35	1,158.35	4,000	29%
<b>NET - ECONOMIC DEVELOPMENT</b>		<b>(151,507.87)</b>	<b>(155,900.40)</b>	<b>(56,158.35)</b>	<b>(56,158.35)</b>	<b>(141,500)</b>	<b>40%</b>
<b>Ag Tech Initiatives Dept</b>							
Federal Grants	01-4-620-4160	0.00	0.00	0.00	0.00	0	0%
Other Contractual Services	01-5-620-6890	0.00	0.00	0.00	0.00	0	0%
<b>NET - AG TECH INITIATIVES DEPT</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>0%</b>
<b>Utility Tax Dept.</b>							
Utility Tax - Electric	01-4-751-4131	1,393,783.95	1,364,570.77	109,905.91	109,905.91	1,459,907	8%
Utility Tax - Gas	01-4-751-4132	308,338.72	328,638.72	39,194.46	39,194.46	325,813	12%
Utility Tax - Telephone	01-4-751-4133	300,448.75	262,901.00	19,937.25	19,937.25	296,315	7%
Expense Reimbursement	01-4-751-4940	0.00	40,938.89	3,188.79	3,188.79	0	0%
Columbia Ave.	01-5-751-8040	450,000.00	0.00	0.00	0.00	0	0%
Downtown Streetscape	01-5-751-8052	644,463.91	0.00	0.00	0.00	0	0%
Downtown Pavement Project	01-5-751-8054	294,850.55	0.00	0.00	0.00	0	0%
Tripp Rd. Reconstruction	01-5-751-8056	0.00	47,257.18	0.00	0.00	0	#DIV/0!
Southside Stormsewer Study	01-5-751-8058	0.00	87,498.97	0.00	0.00	0	0%
Bellwood Detention Basin	01-5-751-8060	0.00	27,478.50	0.00	0.00	0	#DIV/0!
Poplar Grove/ Lawrenceville Int	01-5-751-8062	0.00	0.00	0.00	0.00	12,000	0%
		613,256.96	1,834,814.73	172,226.41	172,226.41	2,070,035	8%
<b>TOTAL GENERAL FUND REVENUES</b>		<b>17,079,016.60</b>	<b>16,486,943.83</b>	<b>2,374,647.78</b>	<b>2,374,647.78</b>	<b>17,418,835</b>	<b>14%</b>
<b>TOTAL GENERAL FUND EXPENSES</b>		<b>17,079,016.60</b>	<b>16,486,943.83</b>	<b>1,599,100.34</b>	<b>1,599,100.34</b>	<b>17,418,835</b>	<b>9%</b>
<b>NET REV OVER (UNDER) EXP</b>		<b>0.00</b>	<b>0.00</b>	<b>775,547.44</b>	<b>775,547.44</b>	<b>0</b>	

**CASH FLOW STATEMENT FOR WATER / SEWER FUND as of May 31, 2018**

**Water / Sewer General Administration**

Line Item	Account #	Actual FY 17	Actual FY 18	Month of May	Actual FY 19	Budget FY 19	8.33% used
<b>Beginning Cash &amp; Investments</b>		75,606	75,606		75,607.08	75,606	
Interest Income-sweep acct	61-4-110-4600	0	0	26.00	26.00	0	
Miscellaneous Revenues	61-4-110-4900	0	0	0.00	0.00	0	
Operating Transfer Out	61-5-110-9999	0		0.00	0.00	0	
<b>Ending Cash</b>		75,606	75,606	26.00	75,633.08	75,606	

**Water Department**

Line Item	Account #	Actual FY 17	Actual FY 18	Month of May	Actual FY 19	Budget FY 19	8.33% used
<b>Beginning Cash &amp; Investments</b>		697,162	590,508		430,243.45	592,645	
Water Consumption	61-4-810-4500	2,118,914	2,143,711	182,426.86	182,426.86	2,191,072	8%
Dep on Agr - Westhill	61-4-810-4521	3,786	0	0.00	0.00	0	0%
Meters Sold	61-4-810-4530	93,879	93,455	2,194.50	2,194.50	87,650	3%
Other Services	61-4-810-4590	5,547	7,813	431.00	431.00	7,500	6%
W/S Interest	61-4-810-4600	0	2,333	0.00	0.00	0	0%
Miscellaneous Revenues	61-4-810-4900	6,450	0	0.00	0.00	0	0%
Expense Reimbursement	61-4-810-4940	6,196	39,267	0.00	0.00	0	0%
Sale of Assets	61-4-810-4950	1,925	0	0.00	0.00	0	0%
Operating Transfers-In	61-4-810-9998	0	0	0.00	0.00	-	0%
<b>Total Water Department Revenues</b>		2,236,697	2,286,579	185,052.36	185,052.36	2,286,222	8%
Salaries - Regular - FT	61-5-810-5010	555,858	566,222	72,369.21	72,369.21	577,070	13%
Overtime	61-5-810-5040	34,276	28,055	684.20	684.20	35,000	2%
FICA Water	61-5-810-5079	51,932	49,317	6,191.80	6,191.80	45,100	14%
IMRF	61-5-810-5120	79,941	73,542	6,311.02	6,311.02	73,011	9%
Group Health Insurance	61-5-810-5130	214,738	246,826	15,057.40	15,057.40	245,391	6%
Uniform Allowance	61-5-810-5140	6,484	7,257	808.88	808.88	13,000	6%
Rep& Maint-Infrastructure	61-5-810-6000	68,065	136,623	0.00	0.00	70,000	0%
Rep& Maint - Buildings	61-5-810-6010	27,173	14,405	0.00	0.00	24,500	0%
Rep& Maint - Equipment	61-5-810-6020	51,773	32,237	0.00	0.00	33,000	0%
Rep& Maint - Vehicles	61-5-810-6030	18,417	12,583	793.10	793.10	20,000	4%
Rep& Maint - Contractual	61-5-810-6040	102,795	66,355	88.00	88.00	85,000	0%
Other Professional Serv	61-5-810-6190	4,118	2,132	0.00	0.00	12,000	0%
Telephone	61-5-810-6200	8,259	9,220	0.00	0.00	9,000	0%
Postage	61-5-810-6210	15,304	17,831	723.70	723.70	22,000	3%
Utilities	61-5-810-6300	311,597	255,296	744.51	744.51	260,000	0%
Office Equip Rental/Maint	61-5-810-6410	32,006	29,265	471.76	471.76	30,300	2%
Liability Insurance	61-5-810-6800	110,328	111,448	0.00	0.00	136,884	0%
Lab Expense	61-5-810-6812	27,337	30,984	314.66	314.66	36,000	1%
Office Supplies	61-5-810-7020	8,298	8,530	76.93	76.93	9,000	1%
Gas & Oil	61-5-810-7030	15,226	17,057	0.00	0.00	20,000	0%
Operating Supplies	61-5-810-7040	70,770	60,663	238.46	238.46	65,000	0%
Chemicals	61-5-810-7050	59,764	85,026	0.00	0.00	90,000	0%
Meters	61-5-810-7060	42,939	41,995	0.00	0.00	20,000	0%
Bad Debt Expense	61-5-810-7850	2,118	281	0.00	0.00	2,000	0%
Miscellaneous Expense	61-5-810-7900	5,168	4,077	37.47	37.47	8,400	0%
Equipment	61-5-810-8200	0	0	0.00	0.00	0	0%
Transfer Out	61-5-810-9999	0	0	0.00	0.00	0	0%
Depreciation Set Aside		305,604	314,772	27,017.92	27,017.92	324,215	8%
Bond Pmt Set Aside		141,200	213,350	833.33	833.33	10,000	8%
<b>Total Water Department Expenses</b>		2,371,488	2,435,350	132,762.35	132,762.35	2,275,871	6%
<b>NET WATER DEPARTMENT</b>		(134,791)	(148,770)	52,290.01	52,290.01	10,351	
Change in Accounts Receivable (YTD)		28,419	(11,494)		77,968.95		
<b>Ending Cash &amp; Investments</b>		590,790	430,243		560,502.41	602,996	



CASH FLOW STATEMENT FOR WATER / SEWER FUND as of May 31, 2018

**Sewer Department**

Line Item	Account #	Actual FY 17	Actual FY 18	Month of May	Actual FY 19	Budget FY 19	8.33% used
<b>Beginning Cash &amp; Investments</b>		1,284,737	965,295		797,980.97	516,865	
Interest Income							
Sewer Consumption	61-4-820-4500	3,103,395	3,349,266	290,434.44	290,434.44	3,172,429	9%
Dep on Agr - Westhills	61-4-820-4521	2,978	0	0.00	0.00	0	0%
Meters Sold	61-4-820-4530	92,544	92,004	2,194.50	2,194.50	87,650	3%
Other Services	61-4-820-4590	92,574	27,739	1,598.50	1,598.50	25,000	6%
WWTP Interest	61-4-820-4600	0	931	0.00	0.00	0	#DIV/0!
Miscellaneous Revenues	61-4-820-4900	2,153	100	0.00	0.00	0	0%
Expense Reimbursement	61-4-820-4940	0	123,351	0.00	0.00	0	0%
Operating Transfers-In	61-4-820-9998	500,000	500,000	0.00	0.00	500,000	0%
<b>Total Sewer Department Revenues</b>		3,793,644	4,093,391	294,227.44	294,227.44	3,785,079	8%
Salaries - Regular - FT							
Salaries - Regular - FT	61-5-820-5010	565,019	575,315	70,470.14	70,470.14	626,958	11%
Overtime	61-5-820-5040	44,286	46,506	453.28	453.28	55,000	1%
FICA WWTP	61-5-820-5079	39,653	40,034	4,819.12	4,819.12	49,585	10%
IMRF	61-5-820-5120	82,421	76,818	6,066.92	6,066.92	82,337	7%
Group Health Insurance	61-5-820-5130	207,899	234,151	14,457.70	14,457.70	223,259	6%
Dental Claims	61-5-820-5131	0	0	0.00	0.00	0	0%
Uniform Allowance	61-5-820-5140	18,158	20,427	750.00	750.00	17,000	4%
Travel	61-5-820-5151	0	0	0.00	0.00	0	0%
Rep & Maint - Lift Stations	61-5-820-6005	50,022	29,795	0.00	0.00	20,000	0%
Rep & Maint - Buildings	61-5-820-6010	19,652	91,703	39.00	39.00	123,000	0%
Rep & Maint - Equipment	61-5-820-6020	88,281	54,797	1,069.32	1,069.32	0	0%
Rep & Maint - Vehicles	61-5-820-6030	29,626	29,372	131.28	131.28	25,000	1%
Rep & Maint - Contractual	61-5-820-6040	28,275	18,343	0.00	0.00	100,000	0%
Other Professional Serv	61-5-820-6190	76,824	103,291	0.00	0.00	73,500	0%
Telephone	61-5-820-6200	10,153	9,369	0.00	0.00	11,000	0%
Postage	61-5-820-6210	15,123	17,692	723.70	723.70	20,000	4%
Utilities	61-5-820-6300	208,399	212,511	3,414.33	3,414.33	230,000	1%
Office Equip Rental/Maint	61-5-820-6410	4,224	3,077	228.55	228.55	6,000	4%
Liability Insurance	61-5-820-6800	131,014	132,345	0.00	0.00	142,500	0%
Lab Expense	61-5-820-6812	36,420	27,530	146.00	146.00	50,000	0%
Sludge Disposal	61-5-820-6814	9,871	7,240	0.00	0.00	10,000	0%
Office Supplies	61-5-820-7020	5,682	8,613	76.92	76.92	8,000	1%
Gas & Oil	61-5-820-7030	14,368	18,551	0.00	0.00	35,000	0%
Operating Supplies	61-5-820-7040	23,637	20,120	127.85	127.85	20,000	1%
Chemicals	61-5-820-7050	35,011	24,826	0.00	0.00	60,000	0%
Meters	61-5-820-7060	12,258	30,521	0.00	0.00	20,000	0%
Bad Debt Expense	61-5-820-7850	2,665	341	0.00	0.00	4,000	0%
Miscellaneous Expenses	61-5-820-7900	4,241	2,430	0.00	0.00	5,000	0%
Equipment	61-5-820-8200	0	0	0.00	0.00	0	0%
Operating Transfer Out	61-5-820-9999	500,000	500,000	0.00	0.00	500,000	0%
Depreciation Set Aside		452,955	466,544	40,083.33	40,083.33	431,000	9%
Bond Pmt Set Aside		332,395	338,350	15,000.00	15,000.00	180,000	8%
		3,048,534	3,140,615	158,057.44	158,057.44	3,128,139	5%
<b>Sewer Department</b>							
<b>Collection System Expenses</b>							
Salaries - Regular - FT	61-5-830-5010	282,807	284,555	35,063.95	35,063.95	304,959	11%
Overtime	61-5-830-5040	22,941	23,638	670.80	670.80	30,000	2%
FICA Sewer	61-5-830-5079	20,088	23,577	2,732.48	2,732.48	25,624	11%
IMRF	61-5-830-5120	43,336	39,176	2,989.70	2,989.70	42,026	7%
Group Health Insurance	61-5-830-5130	99,658	101,803	7,126.70	7,126.70	110,737	6%
Uniform Allowance	61-5-830-5140	4,300	5,200	62.58	62.58	6,600	1%
Rep & Maint - Infrastructure	61-5-830-6000	34,372	37,085	175.00	175.00	40,000	0%
Rep & Maint - Equipment	61-5-830-6020	4,127	23,840	0.00	0.00	12,000	0%
Rep & Maint - Vehicles	61-5-830-6030	29,748	17,076	17.03	17.03	20,000	0%
Office Equip Rent/Maint	61-5-830-6410	26,120	26,106	243.21	243.21	30,300	1%
Gas & Oil	61-5-830-7030	7,607	9,109	0.00	0.00	10,000	0%
Operating Supplies	61-5-830-7040	16,402	16,220	0.00	0.00	20,000	0%

### Sewer Department

	Account #	Actual FY 17	Actual FY 18	Month of May	Actual FY 19	Budget FY 19	8.33% used
Misc. Expense	61-5-830-7900	1,182	569	0.00	0.00	3,000	0%
Equipment	61-5-830-8200	0	0	0.00	0.00	0	0%
<b>Total Sewer Department Expenses</b>		<b>3,641,224</b>	<b>3,748,570</b>	<b>207,138.89</b>	<b>207,138.89</b>	<b>3,783,385</b>	<b>5%</b>
NET SEWER DEPARTMENT		152,419	344,821	87,088.55	87,088.55	1,694	
Change in Accounts Receivable		28,419	(12,134.66)		77,968.95		
<b>Ending Cash &amp; Investments</b>		<b>965,572</b>	<b>797,981</b>		<b>963,038.47</b>	<b>18,559</b>	

### Bond Reserves (necessary per bond ordinances) - was 06-15

<b>Beginning Cash &amp; Investments</b>	586,815	588,709		591,697.61	588,709	
Additional reserves	0	0	0	0	0	0%
Interest Income	1,894	2,989	562.72	562.72	0	0%
Transfer Out: Bond Payment	0	0	0.00	0.00	350,000	0%
<b>Ending Cash &amp; Investments</b>	<b>588,709</b>	<b>591,698</b>		<b>592,260.33</b>	<b>238,709</b>	

### Connection Fees (plant expansion) / Deposits on Agreement (system extensions) Accounting - was 05-10

<b>Beginning Cash &amp; Investments</b>	3,719,983	3,981,393		2,645,839.94	1,969,192		
<b>Sources</b>							
Interest Income	16,868	26,613	5,010.88	5,010.88	32,000	16%	
Connection Fees	61-4-810-4510	66,291	47,382	5,961.00	5,961.00	30,000	20%
Deposits on Agreement	61-4-810-4520	660	1,045	165.00	165.00	2,500	7%
Connection Fees	61-4-820-4510	108,609	91,511	13,230.00	13,230.00	36,000	37%
Deposits on Agreement	61-4-820-4520	75,331	4,674	1,167.00	1,167.00	5,000	23%
Connection Fee Set-Aside		0	0	0.00	0.00	500,000	0%
<b>TOTAL Sources</b>	<b>267,759</b>	<b>171,225</b>	<b>25,533.88</b>	<b>25,533.88</b>	<b>605,500</b>	<b>4%</b>	
<b>Uses</b>							
Construction in Progress - Water (1790)	6,350	0	0.00	0.00	0	#DIV/0!	
Construction in Progress - Sewer (1790)	0	0	0.00	0.00	0	0%	
Equipment & Vehicles (1750)	0	0	0.00	0.00	0	0%	
Recapture Refunds	0	0	0.00	0.00	0	0%	
Building (1730)	0	0	0.00	0.00	0	0%	
Loan to Depreciation Fund	0	1,506,778	0.00	0.00	0	0%	
<b>TOTAL Uses</b>	<b>6,350</b>	<b>1,506,778</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>#DIV/0!</b>	
<b>Ending Cash &amp; Investments</b>	<b>3,981,393</b>	<b>2,645,840</b>		<b>2,671,373.82</b>	<b>2,574,692</b>		

Line Item	Account #	Actual FY 17	Actual FY 17	Month of May	Actual FY 19	Budget FY 19	8.33% used
<b>Depreciation Funding - was 04-09 and 06-08</b>							
<b>Beginning Cash &amp; Investments</b>		3,042,622	2,204,050		2,565,727.85	2,656,366	
<b>Sources</b>							
Interest Income		13,634	21,512	4,050.35	4,050.35	25,500	16%
Loan Funds		0	0	0.00	0.00	0	0%
Grant		0	0	0.00	0.00	0	0%
Misc.		0	0	0.00	0.00	0	0%
Depreciation set aside - Water (for Plant)		84,796	314,772	27,017.92	27,017.92	324,215	8%
Depreciation set aside - Water (for System)		220,808	0	0.00	0.00	0	0%
Depreciation set aside - Sewer (for System)		150,050	966,544	40,083.33	40,083.33	981,000	4%
Depreciation set aside - Sewer (for Repl)		802,905	0	0.00	0.00	0	0%
Loan From Connection Fees		0	1,506,778	0.00	0.00	0	#DIV/0!
<b>TOTAL Sources</b>		1,272,193	2,809,605	71,151.60	71,151.60	1,330,715	5%
<b>Uses</b>							
Construction in Progress - Water (1790)		524,890	800,150	89,775.00	89,775.00	91,000	99%
Construction in Progress - Sewer (1790)		1,530,519	1,397,060	0.00	0.00	675,000	0%
Equipment & Vehicles (1750 & 1760))		55,356	250,716	0.00	0.00	125,000	0%
Buildings		0	0	0.00	0.00	0	0%
Transfer Out - Connection Fees Loan Paym		0	0	0.00	0.00	500,000	0%
Sewer-Repl Equip (part of 820-8200)		0	0	0.00	0.00	0	0%
<b>TOTAL Uses</b>		2,110,765	2,447,927	89,775.00	89,775.00	1,391,000	6%
<b>Ending Cash &amp; Investments</b>		2,204,050	2,565,727		2,547,104.45	2,596,081.00	

**Bond Payments Accounting - was 06-10 and 06-13**

<b>Beginning Cash &amp; Investments</b>		200,263	122,163		130,894.86	129,772	
<b>Sources</b>							
Interest Income		2,297	3,624	682.27	682.27	4,500	15%
Bond Proceeds	61-4-110-4901	0	0	0.00	0.00	0	0%
Operating Transfers-In	61-4-110-9998	0	0	0.00	0.00	0	0%
Bond Pmt Set Aside		473,595	551,700	15,833.33	15,833.33	540,000	3%
<b>TOTAL Sources</b>		475,892	555,324	16,515.60	16,515.60	544,500	3%
<b>Uses</b>							
Debt Service - Principal	61-5-110-8910	501,068	502,335	51,647.60	51,647.60	503,618	10%
Interest Expense	61-5-110-8920	52,924	44,257	10,228.23	10,228.23	34,974	29%
Fiscal Charges	61-5-110-8930	0	0	0.00	0.00	0	0%
Bond Issuance Costs	61-5-110-9031	0	0	0.00	0.00	0	0%
<b>TOTAL Uses</b>		553,992	546,592	61,875.83	61,875.83	538,592	11%
<b>Ending Cash &amp; Investments</b>		122,163	130,895		85,534.63	135,680.00	

Gross Revenues (excludes set asides)	6,315,925	6,579,319	577,236.27	510,135.02	5,706,801
Gross Expenditures (excludes set asides)	6,951,667	8,852,199	408,617.49	408,617.49	6,043,633
<b>NET CASH FLOW</b>	<b>(635,742)</b>	<b>(2,272,882)</b>	<b>168,618.78</b>	<b>101,517.53</b>	<b>(336,832)</b>

CITY-COUNTY COORDINATING COMMITTEE  
MINUTES

May 9, 2018 at 6:00 P.M.  
County Board Room, 1212 Logan Avenue

**CALL TO ORDER**

The meeting of the City-County Coordinating Committee was called to order by Dan Snow Co-Chairman at 6:00 P.M.

**ROLL CALL**

County:

Cathy Ward, Co-Chairman  
Carl Larson, Vice Co-Chair  
Sherry Branson  
Jeffrey Carlisle  
Brad Stark

City:

Dan Snow, Co-Chairman  
Wendy Frank, Vice Co-Chair  
Clayton Stevens  
Marsha Freeman

Others:

Ken Terrinoni  
Pat Molloy  
Terri Snow  
Bernard O'Malley  
Ashley Bryant

Karl Johnson, Chairman, Ex-Officio

**Members Absent:**

County:

City:

Mike Borowicz  
Mayor Chamberlain

**APPROVAL OF MINUTES**

A motion was made by Sherry Branson to approve the minutes of the April 11, 2018 meeting as presented. Motion seconded by Brad Stark. Motion passed (9-0).

**APPROVAL OF AGENDA**

A motion was made by Jeffrey Carlisle to approve the agenda as presented. Motion seconded by Cathy Ward. Motion passed (9-0).

**PUBLIC COMMENT**

**PUBLIC COMMENT**

There was no public comment made.

**IDA PUBLIC LIBRARY**

Ashley Bryant, Interim Director for the IDA Public Library addressed the committee. The library is in transition to build a stronger bond with the community and discussed this with the committee. There will be a kick off for the summer reading program on June 2<sup>nd</sup>. Ms. Bryant gave a history of her background. There was discussion with Ms. Bryant becoming the full-time Director for the library. There was discussion on the cost to get a library card. County residence might be able to get a library card at Rock Valley College. There is no requirement to have a library card to participate in any of their reading programs or read in the library. Taxing district by referendum was discussed. The library is working on a policy for use of the community room. The expansion of the library was discussed and a steering committee is being formed. The operating budget for the library is approximately \$800,000. Mr. O'Malley discussed expanding services to Poplar Grove. This is being addressed in a survey the library has disseminated. The committee thanked Ms. Bryant for attending the meeting.

**E-911 REPORT – PUBLIC SAFETY BUILDING**

**911 REPORT**

Pat Molloy reviewed the 911 report with the committee. Rose Ann White has recently retired. She was a dispatcher for thirty-eight years and greatly missed. Lt. Molloy discussed the Lead Dispatch position with the committee that is now available. This position is expected to be filled in the next two to three weeks. Lt. Molloy said a recent hire for a dispatcher has turned in their resignation. They plan to replace this position. There is currently one opening available and the committee discussed this. The starting salary for this position is approximately \$20.00 per hour. Lt. Molloy discussed the window in the dispatch center. The 911 board is looking to replace this window. Lt. Molloy discussed pre-arrival forms utilized in the dispatch center. The 911 board will be looking into upgrading this

system. The cost is approximately \$75,000 which includes computer upgrades for their system. Lt. Molloy addressed some Public Safety building issues. There was a carbon monoxide leak that he discussed. The regulator in the boiler was replaced. Proper maintenance will be done to hopefully avoid any further issues. Lt. Molloy said the new air conditioning unit was recently replaced. There are two other units that will possibly need to be addressed in the near future and discussed this with the committee. Cathy Ward asked about the ifiber decision and Mr. Terrinoni gave an update. Mr. Terrinoni said the decision is in the hands of the ICC and explained this. Lt. Molloy said Lt. Gay will continue to handle the NINGA project and discussed this with the committee.

#### GIS

There was no report given.

#### LANDFILL

Mr. Terrinoni reviewed the landfill invoices.

#### APPROVAL OF INVOICE: TRC

A motion was made by Brad Stark to approve invoice #278469 in the amount of \$3,351.22 to TRC with a 50/50 split between the City and County. Motion seconded by Jeffrey Carlisle. Motion passed (9-0).

#### APPROVAL OF NIJMAN FRANZETTI LLP

Mr. Terrinoni said these are attorney fees that assisted in finalizing the TerraNavigator lease. The lease will be presented to the PZB Committee tomorrow night. Mr. Terrinoni said this assistance was invaluable because of all the environmental type issues.

A motion was made by Carl Larson to approve invoice #15871 in the amount of \$6,965.00 to Nijman Franzetti LLP with a 50/50 split between the City and County. Motion seconded by Brad Stark. Motion passed (9-0).

#### APPROVAL OF VAN ERT ELECTRIC COMPANY INC.

Mr. Terrinoni said this is an invoice from a repair done to the gas collection system.

A motion was made by Brad Stark to approve invoice #17688 in the amount of \$12,000.00 to Van Ert Electric Company Inc. with a 50/50 split between the City and County. Motion seconded by Cathy Ward. Motion passed (9-0).

#### ILLINOIS EPA/LANDFILL COMMUNICATION

There was no discussion held.

#### TRC SCOPE OF SERVICE

Mr. Terrinoni discussed the scope of service from TRC for the groundwater monitoring presented to the committee. The intent is to prepare a report for the Illinois EPA which would justify a reduction in groundwater monitoring. This is similar to a previous proposal to the Illinois EPA made in late 2016 which resulted in decreased costs of \$10,000 to \$15,000 per year.

A motion was made by Sherry Branson approve expenditure of approximately \$8,000.00 to prepare this scope of service from TRC presented. Motion seconded by Wendy Frank. Motion passed (9-0).

Mr. Terrinoni discussed a permit application letter extension with the IEPA on their deadline. There was discussion on the approximate savings of \$15,000.00 for the landfill.

#### TERRANAVIGATOR SOLAR PANELS LANDFILL #2

Mr. Terrinoni said the lease is almost completed. There will be discussion on this lease at the upcoming board meeting. There are several solar applications being submitted to the County which are different from the TerraNavigator project on the landfill and explained this to the committee. There will be solar applications discussed at the upcoming PZB Committee meeting. The committee held discussion. TerraNavigators plan is to put solar panels on 20 acres of the landfill. Mr. Carlisle discussed a solar farm he visited in Boston.

**INFORMATIONAL ITEMS AND OTHER BUSINESS**

**WATER PRESERVATION AND PROTECTION ALLIANCE (WPPA)**

Sherry Branson discussed the WPPA with the committee. They are still waiting for a response on a grant that was applied for. The group is also working with Senator Duckworth's office to potential apply for additional grants. There has been approval to be part of the Regional Environmental Committee and will meet on May 24, 2018. The WPPA is also requesting approval to be part of Blackhawk Hills Water Study group that consists of eleven counties. This will provide data to strengthen the SARA map the WPPA is working on. Ms. Branson discussed this with the committee. The Blackhawk Hills study will take approximately ten to twelve years to complete.

**INVITATION TO OTHER GOVERNMENTS**

Cathy Ward discussed having Russell Coldwell attend the next meeting. Mr. Coldwell is a large developer that is working with the City of Belvidere. Ms. Ward would also like to invite Cherry Valley to the committee. Ms. Ward will contact Cherry Valley. There was discussion on when Fire District #2 trustees will be elected. Chairman Johnson shared some comments he's heard pertaining to this but was uncertain when this will take place.

**CORRESPONDENCE**

There was no correspondence discussed.

**EXECUTIVE SESSION**

There was no executive session held.

**ADJOURNMENT**

**ADJOURN THE MEETING**

A motion was made by Brad Stark to adjourn the meeting. Motion seconded by Jeffrey Carlisle. Motion passed (9-0). Meeting was adjourned at 7:05 p.m.

Recorded by,

Julaine Drake  
Office Manager

**Minutes**  
**Committee of the Whole**  
**Building, Planning, Zoning and Public Works**  
June 11, 2018  
6:00 p.m.

Call to Order – Mayor Chamberlain:

Roll Call: Present: R. Brooks, G. Crawford, W. Frank, M. Freeman, T. Porter,  
T. Ratcliffe, M. Sanderson, D. Snow and C. Stevens.  
Absent: M. Borowicz.

Department Heads and City personnel in attendance:  
Budget and Finance Director Becky Tobin, Public Works Director Brent Anderson,  
Fire Chief Hyser, City Attorney Drella and City Clerk Arco.

Public Comment:

Public Forum: None.

Reports of Officers, Boards and Special Committees:

1. Building, Planning and Zoning, Unfinished Business: None.
2. Building, Planning and Zoning, New Business: None.
3. Public Works, Unfinished Business: None.
4. Public Works, New Business:

(A) Highline Lift Station.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Brooks to approve the purchase of the Highline Lift Station parcel from the Bonita Wainscott Trust #1 in the amount of \$2,000. This property purchase will be paid for from Sewer Connection Fees – Land, line item #61-1710. Aye voice vote carried. Motion carried.

(B) Resolution Pertaining to Prevailing Rates.

Motion by Ald. Stevens, 2<sup>nd</sup> by Ald. Porter to approve forwarding Resolution Pertaining to Prevailing Rates to City Council. Aye voice vote carried. Motion carried.

5. Other:

(A) Executive Session to discuss Collective Bargaining Matters pursuant to 2 (c) 2 – IAFF.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Brooks to move into Executive Session at 6:06 p.m. to discuss 2 (c) 2 Collective Bargaining Matters – IAFF. Roll Call Vote: 9/0 in favor. Ayes: Brooks, Crawford, Frank, Freeman, Porter, Ratcliffe, Sanderson, Snow and Stevens. Nays: None. Motion carried.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Stevens to move out of Executive Session at 6:37 p.m. Roll Call Vote: 9/0 in favor. Ayes: Crawford, Frank, Freeman, Porter, Ratcliffe, Sanderson, Snow, Stevens and Brooks. Nays: None. Motion carried.

6. Adjournment:

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Brooks to adjourn meeting at 6:38 p.m. Aye voice vote carried. Motion carried.

\_\_\_\_\_ Mayor

Attest: \_\_\_\_\_ City Clerk



**RESOLUTION #2079-2018:  
A RESOLUTION PERTAINING TO PREVAILING RATES**

WHEREAS, the State of Illinois has enacted “An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by any one under contract for public works,” approved June 26, 1941, as amended, (820 ILCS 130/1 et seq.); and

WHEREAS, the aforesaid Act requires that the City Council of the City of Belvidere, investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said City of Belvidere employed in performing construction of public works, for said City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELVIDERE, ILLINOIS:

**Section 1:** To the extent and as required by “an Act regulating wages of laborers, mechanics and other workers employed in any public works by State, County, City or any public body or any political subdivision or by any one under contract for public works,” approved June 26, 1941, as amended, the general prevailing rate of wages in this locality under the jurisdiction of the City is hereby ascertained to be the same as the prevailing rate of wages for construction work in the Boone County area as determined by the Department of Labor of the State of Illinois as of June of the current year, a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department’s June determination and apply to any and all public works construction undertaken by the City. The definition of any terms appearing in this Resolution, which are also used in aforesaid Act, shall be the same as in said Act.

**Section 2:** Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the City to the extent required by the aforesaid Act.

**Section 3:** The City Clerk shall publicly post or keep available for inspection by any interested party in the main office of the City this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications. All contracts subject to the Act and all bid specifications for works subject to the Act shall specifically require compliance with the Act, including but not limited to, the record keeping and reporting provisions.

**Section 4:** The City Clerk shall mail a copy of this determination to any employer and to any association of employers and to any person or association of employers who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

**Section 5:** The City Clerk shall promptly file a certified copy of this Resolution with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

**Section 6:** The City Clerk shall cause to be published in a newspaper of general circulation within the area, a copy of this Resolution, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

Adopted by the City Council of the City of Belvidere, Illinois this day of June 2018.

Approved: \_\_\_\_\_

Mayor Michael W. Chamberlain

Attested: \_\_\_\_\_

Shauna Arco, City Clerk

Ayes:

Nays: .

Absent: .

Date Approved:

Date Published:

Prevailing Wage rates for  
Boone County effective  
Sept. 1, 2017

Trade Title	Region	Type	Class	Base Wage	Fore-man Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	ALL	ALL		41.20	42.20	1.5	1.5	2	13.77	13.20	0.00	0.50
ASBESTOS ABT-MEC	ALL	BLD		22.75	24.25	1.5	1.5	2	3.39	5.17	0.00	0.00
BOILERMAKER	ALL	BLD		48.49	52.86	2	2	2	6.97	19.61	0.00	0.90
BRICK MASON	ALL	BLD		40.92	43.67	1.5	1.5	2	10.10	12.02	0.00	0.89
CARPENTER	ALL	BLD		39.40	43.73	1.5	1.5	2	10.39	13.90	0.00	0.60
CARPENTER	ALL	HWY		43.74	45.49	1.5	1.5	2	10.65	14.00	0.00	0.49
CEMENT MASON	ALL	ALL		36.99	39.74	1.5	1.5	2	10.85	15.49	0.00	0.50
CERAMIC TILE FNISHER	ALL	BLD		33.88	33.88	1.5	1.5	2	9.40	5.86	0.00	0.75
COMMUNICATION TECH	ALL	BLD		39.00	42.90	1.5	1.5	2	12.84	13.67	0.00	0.78
ELECTRIC PWR EQMT OP	ALL	ALL		37.89	51.48	1.5	1.5	2	5.00	11.75	0.00	0.38
ELECTRIC PWR EQMT OP	ALL	HWY		41.45	56.38	1.5	1.5	2	5.50	12.87	0.00	0.73
ELECTRIC PWR GRNDMAN	ALL	ALL		29.30	51.48	1.5	1.5	2	5.00	9.09	0.00	0.29
ELECTRIC PWR GRNDMAN	ALL	HWY		32.00	56.38	1.5	1.5	2	5.50	9.92	0.00	0.66
ELECTRIC PWR LINEMAN	ALL	ALL		45.36	51.48	1.5	1.5	2	5.00	14.06	0.00	0.45
ELECTRIC PWR LINEMAN	ALL	HWY		49.67	56.38	1.5	1.5	2	5.50	15.40	0.00	0.88
ELECTRIC PWR TRK DRV	ALL	ALL		30.34	51.48	1.5	1.5	2	5.00	9.40	0.00	0.30
ELECTRIC PWR TRK DRV	ALL	HWY		33.14	56.38	1.5	1.5	2	5.50	10.29	0.00	0.59
ELECTRICIAN	ALL	BLD		45.50	50.05	1.5	1.5	2	12.84	18.73	0.00	0.91
ELEVATOR CONSTRUCTOR	ALL	BLD		46.83	52.68	2	2	2	13.57	14.21	3.75	0.60
GLAZIER	ALL	BLD		39.53	39.53	1.5	1.5	1.5	10.55	8.20	0.00	1.25
HT/FROST INSULATOR	ALL	BLD		33.83	36.87	1.5	1.5	2	9.10	20.67	0.00	0.48
IRON WORKER	ALL	ALL		38.33	44.08	2	2	2	12.27	24.57	0.00	0.60
LABORER	ALL	ALL		41.20	41.95	1.5	1.5	2	13.77	13.20	0.00	0.50
LATHER	ALL	BLD		39.40	43.73	1.5	1.5	2	10.39	13.90	0.00	0.60
MACHINIST	ALL	BLD		47.56	50.06	1.5	1.5	2	7.05	8.95	1.85	1.47

MARBLE FINISHERS	ALL	BLD		33.88		1.5	1.5	2	9.40	5.86	0.00	0.75
MARBLE MASON	ALL	BLD		35.53	35.78	1.5	1.5	2	8.60	7.52	0.00	0.59
MATERIAL TESTER I	ALL	ALL		31.20	31.20	1.5	1.5	2	13.77	13.20	0.00	0.50
MATERIALS TESTER II	ALL	ALL		36.20	36.20	1.5	1.5	2	13.77	13.20	0.00	0.50
MILLWRIGHT	ALL	BLD		38.52	42.37	1.5	1.5	2	9.40	15.00	0.00	0.60
OPERATING ENGINEER	ALL	BLD	1	45.80	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	2	45.10	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	3	42.65	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	4	40.65	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	5	49.55	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	6	48.80	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	7	45.80	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	FLT		38.00	38.00	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	HWY	1	45.65	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	2	45.10	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	3	43.80	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	4	42.35	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	5	40.90	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	6	48.65	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	7	46.65	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
PAINTER	ALL	ALL		38.55	40.55	1.5	1.5	1.5	10.30	8.46	0.00	1.35
PAINTER SIGNS	ALL	BLD		33.92	38.09	1.5	1.5	1.5	2.60	2.71	0.00	0.00
PILEDRIVER	ALL	BLD		40.40	44.84	1.5	1.5	2	10.39	13.90	0.00	0.60
PILEDRIVER	ALL	HWY		43.74	45.49	1.5	1.5	2	10.65	14.00	0.00	0.49
PIPEFITTER	ALL	BLD		47.30	50.61	1.5	1.5	2	8.79	11.94	0.00	1.45
PLASTERER	ALL	BLD		34.78	38.26	1.5	1.5	2	10.85	15.84	0.00	0.50
PLUMBER	ALL	BLD		47.30	50.61	1.5	1.5	2	8.79	11.94	0.00	1.45
ROOFER	ALL	BLD		42.30	45.30	1.5	1.5	2	9.08	12.14	0.00	0.58
SHEETMETAL WORKER	ALL	BLD		41.24	44.54	1.5	1.5	2	6.90	18.36	0.00	0.39
SPRINKLER FITTER	ALL	BLD		37.12	39.87	1.5	1.5	2	8.42	8.50	0.00	0.35
STONE MASON	ALL	BLD		40.92	43.67	1.5	1.5	2	10.10	12.02	0.00	0.89

TERRAZZO FINISHER	ALL	BLD	33.88		1.5	1.5	2	9.40	5.86	0.00	0.75
TERRAZZO MASON	ALL	BLD	35.53	35.78	1.5	1.5	2	8.60	7.52	0.00	0.59
TILE LAYER	ALL	BLD	39.40	43.73	1.5	1.5	2	10.39	13.90	0.00	0.60
TILE MASON	ALL	BLD	35.53	35.78	1.5	1.5	2	8.60	7.52	0.00	0.59
TRUCK DRIVER	ALL	ALL	35.02	0.00	1.5	1.5	2	8.60	8.60	0.00	0.20
TRUCK DRIVER	ALL	ALL	35.17	0.00	1.5	1.5	2	8.60	8.60	0.00	0.20
TRUCK DRIVER	ALL	ALL	35.37	0.00	1.5	1.5	2	8.60	8.60	0.00	0.20
TRUCK DRIVER	ALL	ALL	35.48	0.00	1.5	1.5	2	8.60	8.60	0.00	0.20
TUCKPOINTER	ALL	BLD	40.92	43.67	1.5	1.5	2	10.10	12.02	0.00	0.89

**Legend**

**M-F OT** Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

**OSA** Overtime pay required for every hour worked on Saturdays

**OSH** Overtime pay required for every hour worked on Sundays and Holidays

**H/W** Health/Welfare benefit

**Explanations BOONE COUNTY**

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

**EXPLANATION OF CLASSES**

**ASBESTOS - GENERAL** - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

**ASBESTOS - MECHANICAL** - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

#### CERAMIC TILE FINISHER, MARBLE FINISHER, TERRAZZO FINISHER

Assisting, helping or supporting the tile, marble and terrazzo mechanic by performing their historic and traditional work assignments required to complete the proper installation of the work covered by said crafts. The term "Ceramic" is used for naming the classification only and is in no way a limitation of the product handled. Ceramic takes into consideration most hard tiles.

#### COMMUNICATION TECHNICIAN

Installing, manufacturing, assembling and maintaining sound and intercom, protection alarm (security), fire alarm, master antenna television, closed circuit television, low voltage control for computers and/or door monitoring, school communications systems, telephones and servicing of nurse and emergency calls, and the installation and maintenance of transmit and receive antennas, transmitters, receivers, and associated apparatus which operates in conjunction with above systems. All work associated with these system installations will be included EXCEPT the installation of protective metallic conduit in new construction projects (excluding less than ten-foot runs strictly for protection of cable) and 120 volt AC (or higher) power wiring and associated hardware.

**MATERIAL TESTER I:** Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

**MATERIAL TESTER II:** Field inspection of welds; structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

#### OPERATING ENGINEERS - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver (over 27E cu. ft.): Concrete Paver (27 cu. ft. and under); Concrete Placer; Concrete Pump (Truck Mounted); Concrete Conveyor (Truck Mounted); Concrete Tower; Cranes, All; GCI and similar types (required two operators only); Cranes, Hammerhead; Creter Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, one, two and three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment - excluding hose work and any sewer work); Locomotives, All; Lubrication Technician; Manipulators; Motor Patrol; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Raised and Blind Hole Drill; Rock Drill (self-propelled); Rock Drill - Truck Mounted; Roto Mill Grinder; Scoops - Tractor Drawn; Slipform Paver; Scrapers Prime Movers; Straddle Buggies; The Back Machine; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Bobcat (over 3/4 cu. yd.); Boilers; Brick Forklift; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Laser Screed; Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Asphalt Spreader; Combination - Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators - (Rheostat Manual Controlled); Hydraulic Power Units (Pile Driving, Extracting, or Drilling - with a seat); Lowboys; Pumps, Over 3" (1 to 3 not to exceed total of 300 ft.); Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches; Bobcat (up to and including 3/4 cu. yd.).

Class 4. Elevator push button with automatic doors; Hoists, Inside; Oilers; Brick Forklift.

Class 5. Assistant Craft Foreman

Class 6. Mechanics; Welders.

Class 7. Gradall

#### OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Silo Tender; Asphalt Spreader; Autograder; ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Backhoe w/shear attachments; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower of all types; Creter Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Directional Boring Machine over 12"; Dredges; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Mounted; Hoists, One, Two and Three Drum; Hydraulic Backhoes; Hydro Vac, Self Propelled, Truck Mounted (excluding hose work and any sewer work); Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; GCI Crane; Hydraulic Telescoping Form (Tunnel); Tie Back Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader with attached pusher; Tractor with Boom; Tractaire with Attachments; Traffic Barrier Conveyor Machine; Raised or Blind Hole Drills; Trenching Machine (over 12"); Truck Mounted Concrete Pump with Boom; Truck Mounted Concrete Conveyor; Work Boat (no license required - 90 h.p. or above); Underground Boring and/or Mining Machines; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common

Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 75 Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine; Burlap Machine; Belting Machine and Sealing Machine; Concrete Wheel Saw (large self-propelled - excluding walk-behinds and hand-held); Conveyor Muck Cars (Haglund or Similar Type); Drills, all; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro Blaster; All Locomotives, Dinky; Off-Road Hauling Units; Non-Self Loading Dump; Ejection Dump; Pump Cretes; Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Scoops - Tractor Drawn; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper; Scraper - Prime Mover in Tandem (Regardless of Size); Tank Car Heater; Tractors, Push, Pulling Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Fireman on Boilers; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper - Form - Motor Driven.

Class 4. Air Compressor - Small and Large; Asphalt Spreader, Backend Man; Bobcat (Skid Steer) all; Brick Forklift; Combination - Small Equipment Operator; Directional Boring Machine up to 12"; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Hydro-Blaster; Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Tractaire; Trencher 12" and under; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. Oilers and Directional Boring Machine Locator.

Class 6. Field Mechanics and Field Welders

Class 7. Gradall and machines of like nature.

#### OPERATING ENGINEERS - FLOATING

Diver. Diver Wet Tender, Diver Tender, ROV Pilot, ROV Tender

#### TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet;



Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamters; Unskilled dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P. B. and trucks with scoops on the front.

#### Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217--782-1710 for wage rates or clarifications.

#### LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

#### MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

RESOLUTION #2080-2018:  
A RESOLUTION AUTHORIZING  
THE EXECUTION OF A COLLECTIVE  
BARGAINING AGREEMENT WITH THE  
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS  
LOCAL # 1569 AFL-CIO-CLC

IT IS THEREFORE RESOLVED, by the Mayor and City Council of the City of Belvidere as follows:

The Mayor is hereby authorized to execute and the Clerk is authorized and directed to attest the Collective Bargaining Agreement between the International Association of Firefighters Local #1569 and the City of Belvidere, Boone County Illinois.

Approved:

---

Mayor

Attest:

---

City Clerk

Ayes:  
Nays:  
Absent:  
Approved:  
SPONSOR:

**COLLECTIVE BARGAINING AGREEMENT  
BETWEEN  
INTERNATIONAL ASSOCIATION  
OF FIRE FIGHTERS  
LOCAL #1569  
AFL-CIO-CLC**

**AND**

**CITY OF BELVIDERE, ILLINOIS**

**MAY 1, 2018  
THROUGH  
APRIL 30, 2022**

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## PREAMBLE

This Agreement is entered into by and between CITY OF BELVIDERE ILLINOIS, hereinafter referred to as the "City", and LOCAL #1569 INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, hereinafter referred to as the "Union". It is the purpose of this Agreement to achieve and maintain harmonious relations between the City and the Union; to provide for the equitable and peaceful adjustment of differences regarding the interpretation and application of this Agreement; and to establish proper standards of wages, hours and other conditions of employment.

## ARTICLE I - CITY RIGHTS

### 1.1 City Authority

Except as expressly provided in this Agreement, this Agreement shall not be construed as delegating to others the authority vested in the City, as a municipal corporation, its duly-elected and appointed officers, or the Belvidere Board of Fire and Police Commissioners, or in any way abridging or reducing the authority of the City, its elected and appointed officers or such Board, or infringing upon their responsibility to the people of the City; provided that, nothing in this Article shall be construed as abridging or limiting in any manner the jurisdiction or authority of any arbitrator appointed or otherwise selected for any purpose under the provisions of Article 15 (Grievance) hereof or the *Illinois Public Labor Relations Act*, and all decisions of such arbitrator shall be fully binding upon the City, as provided by law.

Except as expressly provided in this agreement, or the Illinois Compiled Statutes, *Illinois Public Labor Relations Act*, 5 ILCS 315/1 *et. seq.*, the City retains all rights and functions of management that it has by law. As long as the action of the City does not violate any specific provisions of this Agreement, it shall have the absolute and unqualified right in its sole discretion:

- (a) To operate and direct the affairs of the City, and to exercise all rights and authority exercised by the City and its departments prior to the execution of this Agreement;
- (b) To set standards of service and protection to be offered to its citizens;
- (c) To direct the work force, select managerial and supervisory Firefighters and plan and control the operation of its departments;
- (d) To determine the hours of work, prescribe overtime and policies related to overtime;
- (e) To determine the size of the work force, the allocation and assignment of work or workers, and the quantity and quality of work to be performed;

- (f) To set and determine policies affecting the right to hire, recall, transfer, promote, layoff, discipline, suspend or dismiss Firefighters and to reduce the work force due to the lack of work or other legitimate reasons;
- (g) To determine the use of City property and the determination of safety measures;
- (h) To make and enforce reasonable rules and regulations and the right to make reasonable changes to such rules and regulations and to enforce such changes;
- (i) The City maintains the right to subcontract any work of any kind; however it is recognized that this provision does not relieve the City from its obligation to bargain over those issues that the State identifies as mandatory subjects of bargaining;
- (j) The City maintains the right to enforce all existing applicable state statutes, City ordinances and City rules and regulations not specifically addressed in this contract.

These management rights shall not be the basis of a grievance; provided, however, that nothing in this Article shall be deemed to deny the right of the Union or any Firefighter covered by this Agreement to submit a grievance claiming or charging that a violation of any other Article of this Agreement has occurred or to submit a grievance claiming that the exercise of the above management rights constitutes a violation of any other Article of this Agreement.

This Agreement shall be construed, however, as requiring the employer to follow the provisions of this Agreement in the exercise of the foregoing rights. The powers, rights and/or authority herein claimed by the City shall be exercised consistently with the other provisions of this Agreement and shall not be exercised in a manner that will undermine the Union or as an attempt to evade the provisions of this Agreement or to violate the spirit, intent or purposes of this Agreement.

## **ARTICLE 2 - RECOGNITION**

### **2.1 Recognition and Coverage**

The City recognizes the Union as the sole and exclusive bargaining representative for the purpose of collective bargaining, establishing and administering a written labor agreement covering wages, rates of pay, hours of labor and all other terms and conditions of employment for Firefighters within the following collective bargaining unit within the Belvidere Fire Department, as certified by the Illinois State Labor Relations Board:

**Included:** All full-time employees of the City of Belvidere Fire Department in the rank of Fire Fighter (hereafter "Firefighter").

**Excluded:** The Fire Chief, Captains and Lieutenants; all supervisory, managerial or confidential Firefighters as defined by the IPLRA; all other Firefighters of the City; and all other persons excluded from coverage by the IPLRA.

## **2.2 Union Membership**

Non-Union Firefighters shall not, as a condition of employment, be required to become members of the Union.

## **2.3 Payroll Deduction**

Upon receipt of a signed authorization from a Firefighter, the City agrees to deduct monthly Union dues or fair share payments, in the amount certified by the Union, in equal amounts from two paychecks in any given month of such Firefighter, provided that the Union must give 30 days' notice of any change in the amount to the City's payroll clerk. Union dues will be used primarily for, but not limited to, the cost of the collective bargaining process, contract administration and the pursuance of matters affecting salaries, wages, hours of work and other conditions of employment. Union dues or fair share payments collected by payroll deductions shall be directly deposited into an account in a local financial institution as directed by the Union. The City shall forward a list to the Union which identifies individual Firefighters and the amount deducted from their paychecks at the end of each month.

## **2.4 Fair Share Payments**

Firefighters covered by this Article who are not members of the Union or do not have application for membership, shall be required to pay, in lieu of dues, their proportionate fair share of the collective bargaining process, contract administration and the pursuance of matters affecting wages, hours, terms and conditions of employment, as certified by the Union.

## **2.5 Indemnification**

The Union shall indemnify and hold harmless the City against any and all claims, suits or judgments brought or issued against the City, and against any and all expenses including but not limited to attorney's fees incurred by the City, as a result of any action taken pursuant to the payroll deduction provisions contained in this Article, including any costs or expenses incurred by the City arising from challenges to fair share payments. In the event of any legal action against the City brought in a court or administrative agency because of its compliance with this Article, the Union agrees to defend such action, at its own expense and through its own counsel provided:

- (a) The City gives immediate notice of the action in writing to the Union, and permits the Union intervention as a party if it so desires; and
- (b) The City gives full and complete cooperation to the Union and its counsel in securing and giving evidence, obtaining witnesses and making relevant information available to both and all appellate levels.

## **2.6 Bulletin Boards**

The City shall provide fifteen (15) square feet of space on bulletin boards, for the use of Union information only, in the Fire Houses at convenient locations accessible to Firefighters. Materials related to the election of political office holders within Boone County shall not be posted on Union bulletin boards.

## **2.7 Supplying Agreement**

Three (3) copies of this Agreement shall be supplied by the City to the Union and one (1) to each fire station. Also one (1) copy shall be supplied to the Board of Fire and Police Commissioners.

## **2.8 Union Packet**

In the best interests of both parties, the City agrees to provide City meeting packets to the Union. Packets shall contain agendas, past minutes and any other information pertaining to labor management relations which normally would be available to the public. The Union President or his designee shall pick up the packet from the City Clerk.

## **2.9 Officers' Meetings**

One (1) Union Officer shall be allowed, upon invitation, to attend Fire Officers' meetings to promote harmonious relations between the Union and Management. Such attendance shall not create any liability to the City.

## **2.10 Labor Management Meetings and Committee**

- (a) The Union and the employer mutually agree that in the interest of efficient management and harmonious Firefighter relations, meetings shall be held between Union and Employer representatives at such times as may be mutually agreed upon by the parties, and shall be limited to:
  - (1) Discussion on the implementation and general administration of this Agreement;
  - (2) A sharing of general information of interest to the parties; and
  - (3) The identification of possible health and safety concerns.

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedures. Either party may submit an agenda to the other within one (1) week prior to the mutually agreed to meeting date and time. Such meeting shall be chaired alternately by representatives of the Union and the Employer, and there shall

be no loss of wages for attendance by Union stewards if such meetings are scheduled during normal working hours.

- (b) Disputes regarding working conditions not specifically addressed in this Agreement may be presented to the Labor Management Committee. If the dispute cannot be resolved by the Labor Management Committee, it may be grieved to the Mayor pursuant to Step 2 of Article 15.2. The Union may appeal the Mayor's decision by referring it in writing to the City Council, by delivery to the City Clerk, within five (5) business days after the receipt of the Mayor's decision (or within 15 days after the Mayor's decision is due if no decision is given).

The grievance shall be placed on the agenda of the executive session for the next regularly scheduled City Council meeting, and shall be decided as is reasonably possible under the circumstances. The City Council's decision shall be final and binding on the parties.

- (c) Parties agree that matters discussed in Labor/Management meetings shall have no precedential effects if other avenues of dispute-resolve are sought, such matters shall be limited to the L/M grievance procedure. It is understood that these meetings shall not be used to renegotiate this Agreement or limit either party of their rights they have by law.

## **2.11 Union Business**

Elected or appointed Union representatives shall be allowed a reasonable amount of time during working hours to investigate grievances, after giving appropriate notice to and receiving the approval of their Department Head or his designee. Union representatives shall also be allowed to attend grievance hearings, if such Firefighters are entitled or required to attend such meetings by virtue of being Union representatives or participants in such grievance hearings.

## **2.12 Union Meetings**

The Union shall be allowed to conduct general meetings, meetings of the Executive Board and also special meetings pertaining to labor negotiations between the parties, the election of officers or other corporate official Union business, in appropriate locations of the firehouse. Meetings shall be scheduled after normal department business hours and shall cause no disruption to normal department operations.

## **2.13 Jurisdiction and No Infringement**

No Firefighter shall be required nor volunteer to perform the work or duties, on a regular basis of (a) a Firefighter in another City Department or (b) within the work jurisdiction of any AFL-CIO trade union.

## ARTICLE 3 - HOURS OF WORK

### 3.1 Platoon Duty

- (a) **Workday Shift:** All Firefighters covered by this Agreement shall work an average of 52.92 hours per week, 24 consecutive hours on duty followed by 48 consecutive hours off duty. A day's starting time is 7:00 a.m. and ends the following day at 7:00 a.m., provided the Firefighter is properly relieved. All Firefighters shall be assigned to one of three shifts (A, B or C).
- (b) **Work Period and Schedule:** Firefighters shall be scheduled to work a 21 day work period as follows: on duty 24 consecutive hours and then shall be off duty for 48 consecutive hours; this three-day rotation shall be repeated seven times within the work period.

However, commencing May 1, 2015, this subsection shall read: Firefighters shall be scheduled to work a 27 day work period as follows: on duty 24 consecutive hours and then shall be off duty for 48 consecutive hours.

- (c) Commencing May 1, 2015, firefighters assigned to a 24 hour shift shall generally be scheduled to receive one 24 hour shift off, without pay, once every 54 calendar days (18 shift days), which shall be known as a "Kelly day". The Kelly day shall include 12 hours from each of two consecutive 27 day work cycles. Thus, a firefighter assigned to a 24 hour shift shall not be regularly scheduled to work more than 204 hours in the normal 27 day work cycle.

### 3.2 Shift Change

When a Firefighter is required to change shifts, he shall have the next regular work shift off before reporting to his new shift. The Fire Chief shall consider Firefighter requests for a transfer in making shift changes. Firefighters shall be notified, in writing, two (2) weeks in advance of any forced transfers. Emergency transfers shall be allowed, without notification for unforeseen shortages in staffing levels.

### 3.3 Schedule

A work schedule showing the Firefighter's shifts and workdays shall be posted at each Fire House bulletin board at all times.

### 3.4 Training Shifts

- (a) For training purposes only, if Firefighters are required to work a 40-hour per week training schedule, they shall be assigned to a regular 8-hour shift, with Sunday and

Saturday off subject to the demands of the training schedule. The daily training shift schedule shall be determined by the Chief or his designee. No 40-hour Firefighter shall be required to work 24-hour work shifts. All 40-hour Firefighters' work schedules shall provide for appropriate rest and meal breaks, which shall approximate the equivalent(s) of two 15-minute rest periods and a one (1) hour lunch period.

- (b) If the daily training schedule, by which the City does not control, conflicts with the provisions above, the alternate daily training schedule shall prevail.
- (c) Firefighters shall be paid as if working a regular 40-hour work week under the Fair Labor Standards Act ("FLSA").
- (d) For training purposes only, if an employee is required or permitted to attend a one day (8 hour), two day (16 hour) or three day (24 hour) seminar, the employee, at the Chief's discretion, may be given equal time off from his regularly-scheduled 24-hour shift immediately before, during or immediately after the seminar, so long as it does not affect the employee's total hours within the Firefighter's FLSA work period. This flexible training schedule provides the Chief with the ability to allow an employee to attend special training seminars outside of the normal 40-hour training schedule without incurring overtime, so long as there are no conflicts with shift schedules or Departmental operations.

### **3.5 Substitutions - Trading Time**

Firefighters shall be allowed substitutes; however, such substitutions must comply with the following provisions so as not to cause the City any additional liability in regards to FLSA.

- (a) Such trading of time must be completely voluntary.
- (b) The arrangements must be solely at the Firefighter's option.
- (c) It is the Firefighter's desire or need to attend to personal matters.
- (d) The substitution must occur between Firefighters in the same rank, consistent with departmental staffing needs.
- (e) A written notice shall be given to the Chief or, in his absence, the Chief's designee, and the Shift Officer of both affected shifts as soon as possible, preferably twenty-four (24) hours prior to the trade.
- (f) Trades of shifts must be approved by the Fire Chief or, in his absence, the Chief's designee.

## ARTICLE 4 - OVERTIME AND COMPENSATORY TIME

### 4.1 Overtime; General Provisions

- (a) Firefighters shall be paid overtime (time and one-half) for hours worked (including mandated training) in addition to their regular hours as defined in Article 3, and as authorized under Article 4.3 below.
- (b) Fire Department Firefighters shall be compensated at the overtime rate for actual hours worked in excess of 159 per 21-day work period in accordance with the FLSA; provided, however, that "actual hours worked" shall not include any hours for which a Firefighter has already been paid at the rate of time and one half or greater. If the 21 day cycle is interrupted by having time off from the regular shift day during the 21 day cycle, to include, voluntary shift changes, then the 9 hours of overtime pay will not be allowed. The vacation calendar, maintained by the Shift Captain, will indicate the 21 day cycle.

Commencing May 1, 2015, this subsection (b) shall read as follows: Fire Department Firefighters shall be compensated at the overtime rate for actual hours worked in excess of 204 per 27 day work period in accordance with the FLSA; provided, however, that "actual hours worked" shall not include any hours for which a Firefighter has already been paid at the *overtime* rate of time and one half or greater.

### 4.2 Computation of Overtime Rate

The hourly overtime rate for Firefighters shall be computed by dividing the Firefighter's regular two-week salary by 106 hours (i.e., the employee's annual salary set forth in Appendix B divided by 2,756).

### 4.3 Overtime Authorization

The decision to authorize overtime to complete non-emergency tasks shall be made at the discretion of the Fire Chief or his designee. The parties agree and understand that Firefighters shall not have the right to authorize overtime.

### 4.4 Callback Time

Firefighters who are called back to duty once relieved shall receive at least two hours overtime despite the actual time worked. If the two hour callback time and the Firefighter's next regular shift overlap, the Firefighter will receive the overtime rate for two hours and the regular rate for the balance of the shift. No Firefighter shall be compensated twice for overtime, that is to say there will be no pyramiding for the same hours. Whenever the City needs to call back Fire Fighters under non-emergency times, the Fire Chief or his designee, shall notify Fire Fighters as soon as possible after



the decision to call back Firefighters has been made, but not more than a month prior to the overtime assignment. If a Fire Fighter is released prior to the end of the two hour callback period, that individual may be called back again within the same two hour callback period, in which case hours actually worked will be paid.

#### **4.5 Held-Over Time**

Firefighters ordered to remain on duty ("held-over") beyond their normal quitting time shall receive overtime for the actual time held-over.

#### **4.6 Traded Shifts**

Extra compensation shall not be given where a Firefighter has merely "traded" shifts with another Firefighter. Shift trading shall be subject to the provisions of Article 3.5.

#### **4.7 Court Time**

All job-related court time mandated by the City/State/United State's Attorney or the Coroner will be paid, when the Firefighter is not otherwise scheduled to work, at one and one half times the Firefighter's regular rate of pay. A minimum of two hours will be paid for such court time, regardless of the actual number of hours spent. Firefighters shall be granted leave with pay at their regular rate for job-related court time managed by the City/State/United State's Attorney or the Coroner during their working hours.

#### **4.8 Overtime Distribution**

Overtime shall be distributed among Firefighters on a voluntary basis, pursuant to a Departmental Overtime Assignment System. Once all attempts to assign overtime voluntarily through the current Departmental Overtime Assignment System have been exhausted, the Fire Chief shall have the authority to order in the least senior Firefighter available to work for purposes of providing acceptable levels of staffing. In the case of emergencies such as: working fires, emergency medical calls, disasters, hazardous material incidents and other related incidents where there is a direct threat to life and property, the Fire Chief shall have the authority to order Firefighters to work without administering the Overtime Assignment System.

#### **4.9 Overtime Verification**

The City will provide for a means of documenting and verifying all overtime training hours earned.

#### **4.10 Compensatory Time Off**

Once a Firefighter has earned overtime pay, the Firefighter may not be required to take compensatory time off in lieu of receiving such overtime pay. A Firefighter may, however, request compensatory time off in lieu of receiving overtime pay so long as the request is made to the Fire Chief (or his

designee) and approval is received before the Chief's overtime report is made to the City's payroll clerk. Approval of such requests shall be in the discretion of the Fire Chief (or his designee).

#### **4.11 Overtime Pay**

Overtime will be paid in accordance with the City's general practice, not less than twice monthly. The Fire Chief shall post the Overtime Payroll Report, submitted to the City Council, at each Fire Station. Copies of all Firefighters overtime and/or compensation reports shall be open for inspection at Fire Station #2.

#### **4.12 Rank for Rank**

Overtime, other than supervisory, shall not be assigned to a rank above that of a Fire Fighter until all attempts have been exhausted to distribute the overtime assignment at the Fire Fighter rank.

### **ARTICLE 5 - VACATION**

#### **5.1 Eligibility and Amount of Vacation**

Full-time Firefighters shall be entitled to paid vacation in accordance with the schedules set forth hereafter. Vacation will be earned on the Firefighter's anniversary date following the completion of one year of service and on each anniversary date thereafter. However, Firefighters will be assigned vacation amounts to be scheduled in each vacation year (May 1 - April 30). It is expressly understood that the City is allowing Firefighters to schedule and use vacation prior to the time it is fully earned.

Years of Continuous Service	Vacation Amount
1 year, but less than 3 years	(3 work shifts)
3 years, but less than 7 years	(5 work shifts)
7 years, but less than 15 years	(7 work shifts)
15 years and over	(10 work shifts)

"Years of Continuous Service" commence on the Firefighter's date of hire.

#### **5.2 Defined Vacation**

Vacation shall be defined as any time a Firefighter has on the books, such as vacation, holidays, comp-time, or any other time that a Firefighter has earned. Also to be understood to be any time that a Firefighter is entitled to time off from work with full pay.

#### **5.3 Vacation Pay**

Vacation pay shall be paid at the Firefighter's regular straight-time rate of pay in effect for his regular

job on the day immediately preceding the vacation period. Vacation pay for Firefighters shall be calculated as follows:

- (a) Salary divided by number of work periods per year (~~17.3~~);
- (b) Work period salary divided by the number of work shifts per work period (~~7~~); and
- (c) Accumulated work shifts multiplied by shift salary.

#### **5.4 Vacation Options**

- (a) The City's vacation year commences on May 1 of the applicable calendar year and continues through April 30 of the following year. If the operational requirements of the Department prohibit an Firefighter from taking his vacation during the applicable vacation year, the Fire Chief shall make a written request to the City Council via the Mayor to allow the Firefighter to either take any unused vacation in the following vacation year, or to be paid for unused vacation. The Firefighter's preference shall be noted in the written memo but the City Council shall have the final power of decision whether the days are to be carried over or paid. The Firefighter shall be paid for the unused vacation time at his regular straight-time rate of pay in effect for the contract year during which the majority of the Firefighter's vacation time accrued, in accordance with the provisions set forth above in Article 5.3.

#### **5.5 Payment Upon Separation From Employment**

Any Firefighter who is laid off, discharged, retires, dies or is otherwise separated from the service of the City for any reason shall be paid for any earned but unused vacation on a prorated basis at the time of separation, provided the Firefighter has no outstanding debts due to the City. Used but unearned vacation shall be deducted from any Termination Pay due the Firefighter. Vacation shall be prorated at the rate of one/three-hundred-and-sixty fifth ( $1/365$ ) of the benefit for each day of service following the Firefighter's anniversary date. In the event that a Firefighter changes from the Fire Department to another department of the City, all vacation rights will be considered those of a new Firefighter. Calculation of pay shall be in accordance with Article 5.3.

#### **5.6 Shift Changes**

A shift change may not disrupt a Firefighter's scheduled vacation and shall be handled in accordance with current Departmental policy.

#### **5.7 Vacation Increases**

When during the vacation year a Firefighter has an increase in vacation days because of his/her years of continuous service eligibility, said Firefighter shall have the right to select those additional vacation dates during the selection period, and can be used at any time during the vacation year.

## 5.8 Vacation Procedure and Selection Period

- (a) The vacation selection book shall be released on March 1<sup>st</sup> of each year. Kelly Days shall be placed on the calendar, by the Chief or his designee, prior to initial vacation/holiday picks and shall count as an occupied slot on the vacation calendar. Captains shall have three (3) days to pick earned and available vacation days (excluding holidays and comp time), followed by the Lieutenant, then firefighters in order of seniority until each member has had three (3) calendar days to select his/her vacation days (excluding holidays and comp time). This same process shall then repeat at which time officers and firefighters may pick for any remaining unused and accrued paid time off (including vacation, comp time and holiday based upon the recognized holidays in Article 6.1). The parties agree that the selection of time off only during the vacation selection period of March 1 through April 30<sup>th</sup> shall be guaranteed and shall not be denied so long as no more than one (1) firefighter is scheduled off the same shift an officer is off, provided however, Firefighters shall be guaranteed two (2) time off slots in the absence of Officer time off. One (1) Officer shall be guaranteed one (1) vacation slot per shift day during the initial vacation selection period of March 1<sup>st</sup> through April 30<sup>th</sup> subject to the number of authorized vacation days. Officers shall have, each shift, one (1) available slot on the calendar for use as long as the number of vacation/holiday time is not exceed by any member.

**Exception:** During the primary selection period only, if two (2) more Senior firefighters pick the same day as a less Senior Lieutenant, the two firefighters shall be guaranteed the time off in addition to the Lieutenant.

- (b) If there is a shift change by the City after the affected Firefighter has/have chosen his/her time off, the City shall grant the Firefighter his/her original vacation leave.
- (c) After the selection period, any Firefighter may select a date(s) which has already been selected with the understanding that only one Firefighter may be off duty on vacation or holiday as a matter of right. The second selecting Firefighter shall only receive the scheduled time off if another Officer/Firefighter on the same shift elects not to utilize/cancel his/her selected time off.
- (d) Upon completion of the selection process a vacation calendar shall be posted at each Fire Station and a copy of individual approved dates shall be provided to each Firefighter. After the expiration of the selection period, any employee may select a vacation date(s) but - without the benefits of seniority or guarantee of time off.
- (e) No Firefighter shall schedule more vacation dates than he has vacation time.
- (f) No Firefighter shall be required to schedule a vacation date during the selection period.

## **5.9 Canceled Selected Dates**

Any Firefighter may cancel his selected date(s). Said Firefighter must notify the duty Shift Officer at least twenty-four (24) hours prior to the start of his vacation date(s). All related shift Firefighters shall be notified (if possible) of the cancellation immediately by the Shift Officer, in order of seniority. Canceled vacation and/or vacation selected date(s) by the Fire Chief or Shift Officer, for reasons of emergency requirements, as defined by state statute, shall be canceled by numerical order, such as first approved, last canceled. Secondary date(s) shall be canceled before primary date(s).

## **5.10 Duties**

Any Firefighter on a scheduled vacation shall be released from any required Department functions and is free to use his earned time off without obligations to the City, provided, however, that the Firefighter shall remain subject to callbacks for emergency situations. Any training, scheduled and posted prior to the vacation selected, required under this agreement shall subject Firefighters to attendance for such training.

## **5.11 Half-Days**

Firefighters may be entitled to use two (2) of their earned vacation days in increments of half, for a total of four (4) half-days. The following are the requirements for the scheduling and using half-day vacations:

1. Half-day vacations shall be either 7:00 A.M. to 7:00 P.M., or 7:00 P.M. to 7:00 A.M.
2. Half-day vacations shall not in any way disrupt or interfere with scheduling of, or using of, any full-day vacations. A scheduled half-day can be cancelled by a full-day up to one week prior to the scheduled half-day. The employee with the scheduled half-day will have the opportunity to convert his half-day to a full-day first, so as not to lose the day off.
3. The scheduling of half-days during the primary selection period is not allowed.
4. No trading of granted half-days shall be allowed.
5. Officers shall consider special Shift operations and can deny any request with reasonable reasons, but shall endeavor to be consistent with all firefighters.

**ARTICLE 6 - HOLIDAYS**

**6.1 Recognized Holidays**

The City and the Union recognize and agree upon the following holidays:

- |                                  |                                   |
|----------------------------------|-----------------------------------|
| 1. New Year's Day                | 7. Labor Day                      |
| 2. Martin Luther King's birthday | 8. Thanksgiving Day               |
| 3. Good Friday                   | 9. The day after Thanksgiving Day |
| 4. Memorial Day                  | 10. Christmas Day                 |
| 5. Independence Day              | 11. The Firefighter's birthday    |
| 6. Veterans Day                  |                                   |

Commencing May 1, 2015 Good Friday, The Day after Thanksgiving and The Firefighters birthday shall be removed as a recognized holiday under this section 6.1 in consideration of the Firefighters receiving Kelly Days off.

**6.2 Compensation for Holidays**

Firefighters shall receive one work shift off in lieu of each recognized holiday. Days off shall be scheduled and used under the same terms and conditions as vacations.

**6.3 Earned and Credited Holidays**

- (a) Holidays, as defined in Article 6. 1, are earned by all Firefighters as their time of employment passes a recognized holiday, however, non-probationary Firefighters shall be issued their forthcoming holidays on May 1 of each year and scheduled in accordance with Article 5 - Vacations.
- (b) At the end of a Firefighter's probation period, the Firefighter shall have forthcoming holidays between his termination of probation date and the next May 1 made available to schedule and use as appropriate.

**ARTICLE 7 - LEAVES OF ABSENCE**

**7.1 Sick Leave and Sick Pay Benefits**

- (a) Purpose and Intent. The purpose of this Section is to provide those Firefighters who suffer from illness or injury with time off (with or without pay as provided below) so that they may recuperate and return to active duty.
- (b) Reporting of Illness or Injury. Firefighters who are unable to work due to an illness or injury must contact the Shift Officer at least thirty (30) minutes prior to their scheduled shift. Firefighters may be required to submit a statement regarding the

nature of the illness or injury upon their return to work.

- (c) **Physician's Certificate.** In cases of two (2) or more consecutive work shifts of absence or three (3) separate absences in one month, the Firefighter may be required to submit a certificate signed by his physician stating the nature and extent of the Firefighter's illness or injury and inability to return to work.
- (d) **Status Reports.** If the Firefighter's inability to work continues, the Firefighter shall submit a status report from his physician every thirty (30) calendar days or more frequently if reasonably required by the City. The status report(s) shall describe the Firefighter's estimated date of return to active duty. The Fire Chief shall be notified immediately if such status report is delayed for reasons beyond the control of the Firefighter or the frequency of such report would be unjustified in the physician's view.
- (e) **Confidentiality.** All communications shall protect the Firefighter's confidentiality, along with the "Illinois Mental Health, Developmental Disabilities, Confidentiality Act", and the "Federal Act of July 1, 1975 Confidentiality of Alcohol and Drug Abuse Patient Records".
- (f) **Alternate Duties.** A partially disabled Firefighter may, with his physician's approval, be assigned to perform alternate Fire Department duties on a temporary basis so as to allow the Firefighter time to recuperate, after which the Firefighter shall be returned to full-duty status. The Firefighter's physician shall state, in writing, that the Firefighter will be able to work at 100% in a reasonable amount of time, and shall determine the Firefighter's hours of work, time and work limits. The determination of the availability and need for such assignments shall be within the reasonable discretion of the Fire Chief. The City may request a second opinion regarding the approval or lack of approval by the Firefighter's physician under Section 7.1(j). Time spent by any Firefighter assigned to a less strenuous position, due to health or disability, shall not be counted as sick days and the Firefighter shall continue to receive all compensation and benefits, including accumulation of seniority attached his normally assigned position. To the extent reasonably possible, when assigned to alternate duties, the Firefighter shall wear the regularly-required uniform. If placed on a forty (40) hour week, the Firefighter's vacation time shall be broken into eight (8) hour blocks.
- (g) **Permanent Disability.** If, at any time during a sick leave, it is determined to a reasonable degree of medical certainty by the Firefighter's physician that the Firefighter will be unable to return to active duty within a reasonable period of time, benefits under Section 7.1(h) shall automatically stop, and the Firefighter will be expected to apply for a disability pension, provided that sick leave for such Firefighter shall continue for up to 60 days (unless otherwise provided by law), commencing with the date of the Firefighter's application for disability pension, to

allow sufficient time for processing of the application. Fitness for duty assessments and second opinions regarding a Firefighter's ability or inability to return to active duty shall be conducted pursuant to Section 7.1(j).

- (h) Sick Pay Benefits. If the Firefighter complies with the requirements set forth above, the City, upon receipt of a certificate signed by a licensed physician stating the nature of the illness, shall pay the Firefighter at his regular pay rate for the time missed as if the Firefighter had worked as regularly scheduled; provided, however, that no compensation shall be paid for time absent from work if:
  - (1) The Firefighter was absent from work for a reason other than inability to work due to illness or injury;
  - (2) The Firefighter is eligible for a disability pension, or any other benefits representing compensating lost wages, from any source, whether through worker's compensation, insurance coverage or a similar benefit plan. Receipt of insurance or worker's compensation benefits representing or compensating losses other than lost wages (e.g., hospital or doctor bills, loss of limb) shall not prevent a Firefighter from receiving sick pay benefits;

Subject to the above exceptions, the City will retain the Firefighter on its active payroll for a maximum of one hundred sixty (160) continuous calendar days from the initial date of illness; provided, however, that such benefits shall not exceed 75% of the Firefighter's length of service as measured from date of hire. Each separate and distinct illness unrelated to their prior absence(s) shall start a new one hundred sixty (160)-day period.

- (i) Proper Use of Benefits. It is understood that sick leave benefits are only available for bona fide absences due to illness or injury. Although Firefighters remain subject to the disciplinary authority of the Fire Chief and the Board of Fire and Police Commissioners, it is acknowledged that false reports of illness or other abuses of sick leave benefits constitute serious violations of the Firefighter's obligation of service to the public and which constitute cause for severe disciplinary action or dismissal by the appropriate authority.
- (j) Second Opinions and Other Examinations. The City reserves the right to engage any Illinois State Registered Physician at its own expense to examine the Firefighter and ascertain the propriety of any absence or absences of any Firefighter from work claimed to be due to illness or injury and/or to assess a Firefighter's present or anticipated fitness to return to duty. The City also reserves the right to engage any Illinois State Registered physician at its own expense to examine a Firefighter in order to investigate the health of any Firefighter whose work performance the Fire Chief suspects with just cause as being adversely affected by some illness or injury. The Firefighter shall submit to such examinations. Time away from work in



connection with the examination shall not be counted against the Firefighter as sick time, nor shall he suffer lost wages when complying with an order to be examined by the City physician. The City shall consult with the Firefighter when evaluating his ability to return to work, in accordance with the Americans With Disabilities Act.

In the event of a conflict between the reports or opinions of the Firefighter's physician and the City's physician, the Firefighter may be required to submit to an examination by a third physician, chosen by the Firefighter's physician and the City's physician, at the City's expense. The report or opinion of the third physician shall be final and binding upon the parties.

- (k) Other Work - Requirements: Sick leave and sick pay benefits are intended to provide the Firefighter with the time off in which to recuperate or recover from an illness or injury. In accordance with this intention and purpose, the City expects that any Firefighter on sick leave will neither (a) perform work at any other employment on days on which the Firefighter would have been scheduled to work, but for the Firefighter's illness/injury, nor (b) participate in non-work activities which are outside the scope of the physical limitations causing the employee's absence.

## **7.2 Compassionate Leave**

All Firefighters will receive time off without loss of pay, if normally scheduled to work, for a death in the immediate family, beginning from the time of death and extending one (1) scheduled shift day thereafter. Immediate family is defined as spouse, parents, stepparents, legal guardian, children, stepchildren, brother, sister, mother- or father-in-law, brother- or sister-in-law grandparents and grandchildren.

- (a) Funeral leave shall not be deducted from sick leave.
- (b) If a Firefighter is on vacation, he will still be entitled to one shift funeral leave benefit.
- (c) Time off with pay may be granted by the Department Head with the approval of the Mayor to attend funeral services for reasons of special circumstances. Alternatively, the Fire Chief may grant unpaid time off for this reason.
- (d) Whenever a Firefighter needs additional time off, he may use earned time off on the books in lieu of lost pay.
- (e) Whenever a funeral is delayed because of circumstances beyond the control of the Firefighter, or extended travel is required, he shall be allowed to delay the use of his compassionate leave benefit to attend such services.

## **7.3 Temporary Military Leave**

Firefighters who are members of the National Guard or Military Reserve shall be granted temporary military leave for annual tour of duty without pay; or vacation time may be applied at discretion of Firefighter. All other provisions granted under the "Veterans Re-Employment Act" shall apply.

#### **7.4 Jury Duty Leave**

A Firefighter required to be available for jury selection or service shall receive his regular daily wage for each day which would have been worked but for such jury participation, so long as the Firefighter endorses and pays over to the City any jury duty fee or witness fee paid him for such service. The Firefighter shall return to work following jury duty if his scheduled shift has not ended.

#### **7.5 Emergency Leave Time**

Any member of the Department may, with approval of the Fire Chief (or Shift Officer), have any emergency leave of four (4) hours with pay in case of accident or sudden illness in his family. The Chief (or Shift Officer) may find another Firefighter to fill the vacancy left by the absence, or the officer in charge may obtain a trade for the absent Firefighter, consistent with other terms of this Agreement, and the Firefighter must pay the trade time back on a mutually agreed upon date between the firefighters affected and as approved by the Chief. The purpose of this section is for emergent unanticipated emergencies on a rare basis. This provision shall not be confused with the Family Medical Leave Act or other permissible leaves under this Agreement. Any leave necessary to deal with an ongoing illness or situation should be addressed through other leave available

#### **7.6 Job-Related Medical Leave of Absence**

Any Firefighter unable to work because of a job-related disabling condition shall be entitled to a leave of absence at his regular rate of pay for the duration of the time for which he is medically certified as being unable to work. During such leave of absence, the City will maintain regular payments into medical and pension plans to ensure continued coverage for the Firefighter and any dependents. Employment status and seniority shall remain the same during time spent on such a leave of absence.

#### **7.7 Family Medical Leave Act**

The City will comply with the Family Medical Leave Act ("FMLA") and post required documents at each station.

- (a) **SUBSTITUTIONS:** Firefighters having vacation, personal days, holidays, or compensatory time on the books will be required to use such time before unpaid leave will begin. This paid leave will be considered as part of the leave for the purpose of FMLA.

- (b) REPORTS and SECOND OPINIONS: In the case of serious medical conditions, these cases shall be defined and administered to in accordance with Article 7.1 (c), (d), (j) when determining the inability to work.
- (c) HEALTH INSURANCE: Firefighters will be required to pay normal Firefighter contributions to the Health Insurance program, at the amount defined in this agreement, to maintain health insurance coverage while on FMLA leave.

## ARTICLE 8 - HEALTH AND PENSION BENEFITS

### 8.1 Health Benefits and Premiums

During the term of this Agreement, the City shall provide health and dental benefits for Firefighters who have been employed for 30 days or more, and their eligible dependents, as follows:

- (a) The City agrees to maintain substantially equivalent health and dental benefits. The individual deductible shall be \$250.00 (\$750.00 family deductible). The City shall discuss benefit changes with the Union before implementation.
  - (1) ) ~~Effective May 1, 2011 Firefighters electing PPO insurance coverage shall pay 9% of the City's premium rate per month towards the cost of their health and dental insurance coverage. Effective January 1, 2012, Firefighters electing PPO insurance coverage shall pay 12% of the City's premium rate per month towards the cost of their health and dental insurance coverage, provided that, after January 1, 2012, increases to such employee premium contributions shall not exceed 13% over the amount paid the previous year. Employee contributions toward the premium shall be on a pre-tax basis to the extent permitted by relevant law. Effective January 1, 2021, Firefighters electing PPO insurance coverage shall pay 14% of the City's premium rate per month towards the cost of their health and dental insurance coverage.~~

The 13% premium cap shall not apply to increases occurring in January 2021 in order to facilitate the increase in premium contributions to 14%. After January 1, 2021, increases to such employee premium contributions shall not exceed 13% over the amount paid the previous year.

- (b) Firefighters may elect to participate in the City's HSA plan option in accordance with the same terms applicable

to other City employees, provided that the City shall contribute 90% of the savings differential generated by the HSA plan's premium for the employee's elected coverage into the employee's HSA account.

- (c) For purposes of this paragraph, the term "Eligible Dependents" shall be determined by the relevant Group Health Plan and applicable law in effect at the time.
- (d) For the existing, as of January 1, 2014, dental plan offered by the City: Effective January 1, 2015, the City and Union agree that the maximum dental benefit per covered individual shall increase to \$1,500.00 per year. Effective January 1, 2015, the maximum orthodontia benefit per covered individual shall increase to \$1,000.00 as a lifetime benefit. Effective January 1, 2016, the maximum orthodontia benefit per covered individual shall increase to \$1,250.00 as a lifetime benefit. Effective January 1, 2017, the maximum orthodontia benefit per covered individual shall increase to \$1,500.00 as a lifetime benefit. The parties agree, as set forth above, that the City shall provide substantially similar dental benefits for the term of this Agreement. In consideration of this benefit, the City and Union agree that the portion of premium corresponding to the dental benefit, paid by bargaining unit members, shall be increased in proportion to the increase in maximum benefit.

## **8.2 Retiree Health Benefits**

Firefighters who retire during the term of this Agreement ("Retired Firefighters") may continue their insurance coverage under the terms of the City's group insurance plan as amended from time to time, provided that:

- (a) Retired Firefighters must pay the entire cost of dependent coverage. City shall pay its portion of the cost of single coverage, as provided in Article 8.1(b), commencing on the date the Retired Firefighter begins receiving pension benefits and continuing until the Retired Firefighter becomes eligible for Medicare/Medicaid.
- (b) Premium payments must be made to the City Clerk within a reasonable period of time, as determined by the City, in order to keep said insurance in effect.
- (c) The City shall not be responsible for the cancellation of the insurance by the insurer which results from the failure to transmit the premium payments set forth above within the required time for making such payments.

## **8.3 Optional Coverage**

Coverage under the City's health insurance program shall not be a mandatory requirement. The

Firefighters' options shall be defined under the City's health insurance program. The Firefighter's contributions under Article 8.1(b) shall be based upon the coverage elected by the Firefighter. Elections not to receive coverage may be revoked at any time, provided that eligibility for such coverage shall be determined in accordance with the terms and conditions of the City's health insurance program.

**8.4 Inoculations and Immunizations**

The City shall provide at it's own cost, with the approval of the Firefighter, the following inoculations and immunizations, provided that the time spent by Firefighters receiving such inoculations and immunizations outside their working time shall not be compensable as "hours worked":

- Hepatitis B Vaccination (series of 3 shots-booster if recommended or required)
- Hepatitis C Tests
- Tetanus Shots (to be given every 10 years)
- TB Skin Tests (to be given every year - prick test)
- Flu Vaccination (to be given every year)

**DECLINATION STATEMENT**

I have been given the opportunity to receive the following inoculations and immunizations in accordance with Article 8, Section 8.4 Inoculations and Immunizations.

- Hepatitis B Shots
- Hepatitis C Tests
- Tetanus Shots
- TB Skin Tests
- Flu Vaccination

I understand that by declining these inoculations and immunizations now, that I will continue to have the opportunity to receive the same in following years.

Declined \_\_\_\_\_  
Firefighter Signature Date

**8.5 Ambulance Service**

Any member of the bargaining unit or his "eligible dependents", as

defined in the City's group health plan, and who has incurred expenses for the eligible use of an Ambulance, as defined by the City's group health plan, from any location within the City of Belvidere and terminating at any licensed hospital in shall be entitled to the following benefit:

- a. The first \$100.00 of out of pocket expenses reimbursed at 100%.

## **8.6 Pension**

For the term of this Agreement, the City agrees to maintain its obligations to the Firemen's Pension Fund.

## **8.7 Killed in the Line of Duty**

The City shall pay \$15,000.00 towards funeral and burial expenses of any Firefighter killed in the line of duty. Such funds shall be payable within two weeks of the date of death, to the individual designated by the Firefighter or otherwise provided by law.

## **8.8 Prescription Safety Glasses**

During even years of this Agreement, the Employer shall contribute up to a maximum of \$150.00 for a vision exam, or for one pair of prescription safety glasses (ANSI Z87-rated or better) for those Firefighters who are in need of such glasses, and will replace such glasses if prescription changes are needed, or if broken on the job provided there is no negligence on the part of the Firefighter.

## **8.9 Physical Fitness Standards**

Bargaining unit members will be expected to participate to the best of their ability in a safe and efficient manner. This standard is being created only to ensure the safety of members of the department. The Union and the Fire Chief will work together to establish a department standard. Any changes to the standard will be addressed per article 2.10. Once established the City will request the Board of Fire and Police Commissioners to adopt the standards for Fire Department applicants.

## **8.10 Physicals**

- (a) General Provisions: Once each contract year, all bargaining unit Firefighters shall be required to submit to a physical examination by a licensed physician of the City's choosing and at the City's expense, in order to determine the Firefighter's continued fitness or ability to perform his job, in accordance with, state or federal law (including the Americans with Disabilities Act) and Departmental policy. The annual physical shall include, but not be limited to, a hearing evaluation, spirometry testing and cancer screenings.

- (b) Reports of Examinations: The results, reports or records of any such physical examinations shall remain confidential. The City's physician may disclose the following findings to the Fire Chief, Firefighter and other City official (if there is a need to do so):
  - (1) whether the Firefighter is physically fit or able to perform his job; and
  - (2) if the Firefighter is not physically fit or able to perform his job, the reasons for such determination. The findings will be maintained separately from the Firefighter's personnel file.
- (c) Second Opinions: If a Firefighter objects to any portion of the City physician's findings, he may provide the Fire Chief with an opinion or report from a licensed physician of the Firefighter's choosing; provided that such opinion or report is based upon a current examination by that physician. If the report of the Firefighters physician disagrees with that of the City's physician, either the City or the Firefighter may request that a third examination be conducted by an independent physician selected by the City's and the Firefighter's physicians. The cost of the third examination shall be paid by the party requesting the third examination.

#### **8.11 Firefighter Assistance Program (EAP)**

The City maintains a Firefighter Assistance Program that provides assistance to all City Firefighters and members of their families that are covered by the City's self-insured medical plan. The assistance is designed to help the individual when personal problems begin to affect job performance or health. Covered persons may call EAP concerning marital, family, financial, legal, emotional, or chemical dependency concerns.

The City's obligation to provide treatment under this agreement for EAP services and follow-up actions shall be limited to coverage provided by the City's insurance plan in which the Firefighter is enrolled. Personal information shall be released to the City only upon the written consent of the covered Firefighter.

#### **8.12 Employee Participation in Review of Insurance And Benefit Options**

The City agrees that one bargaining unit employee will sit on the City's Health Insurance Review Committee. Such employee will be chosen by the bargaining unit with full right of substitution. Any employee so chosen shall not suffer any loss in pay for participating in the activity of the Committee, provided that participating employees shall be required to respond to emergencies.

### **ARTICLE 9 - SAFETY AND WELFARE**

## 9.1 Station Wear

- ~~(a) For fiscal year 2014 (May 1, 2014 — April 30, 2015), the City will establish a quartermaster system in which the Firefighters (other than new Firefighters as described in paragraph (f) below) can draw \$1,000.00 worth of uniform items, and other items as approved by the Chief, May 1 to April 1 in each City fiscal year. Firefighters may also provide receipts for approved purchases and dry cleaning etc.. All such receipts, bills and invoices must be submitted by April 1<sup>st</sup> in order to be reimbursed. Bills and invoices tendered from April 2<sup>nd</sup> to April 30<sup>th</sup> will not be eligible for reimbursement. If, however, the entire \$1,000 has been used during any fiscal year and subsequently during the same fiscal year a uniform part is damaged and as certified by the Fire Chief the uniform part requires replacement, then the City will pay for the replacement uniform part.~~

~~Commencing May 1, 2015, this subsection (a) shall read:~~

- ~~(a) The City will establish a quartermaster system by which Firefighters (other than new Firefighters as described in paragraph (f) below) may draw up to \$500.00 worth of uniform items and other items approved by the Chief. The City shall also provide an additional \$500.00 payment at the beginning of the fiscal year for purposes of uniform maintenance and other expenses associated solely with employment in the Department. The parties understand that the \$500.00 payment may be a taxable event. In the event a uniform is damaged in the line of duty and the firefighter demonstrates that the entire \$500.00 draw and \$500.00 cash payment has already been properly expended, the City shall pay for the replacement uniform or part thereof.~~

Effective May 1, 2020, this subsection (a) shall be modified to read: the City shall provide a \$1,000.00 payment on May 1<sup>st</sup> of each year for uniform wear and uniform maintenance. Effective May 1, 2021, this annual amount shall increase to \$1,250.00. The parties understand that the payment may be a taxable event. In the event a uniform is damaged in the line of duty and the firefighter demonstrates, through provision of receipts that the payment has already been properly expended, the City shall pay for the replacement uniform or part thereof.

- (b) The above money shall be available to purchase any clothing or gear related to Firefighting and/or Emergency Medical Services at the discretion of the Fire Chief. Invoice copies will be provided for all purchases.
- (c) Accessories: The City shall provide the following required station wear at no cost to the Firefighter: badges, pins, name tags, and tie bars, or any other accessories required by the Department.
- (d) Appearance: The uniform currently worn will serve as both the work uniform and the dress uniform. To maintain the proper image to the public, only full-time Firefighters shall be allowed to wear and represent the City with a Fire Fighter uniform.



- (e) New Firefighters: New Firefighters will receive station wear as listed below:

3 short sleeve shirts	3 long sleeve shirts
3 pairs of pants	1 spring/fall jacket
1 winter coat	\$100 towards footwear
1 Department ball cap	3 department T-shirts

1 complete Class A Dress Uniform (double breasted dress jacket, dress pants, dress blouse, dress shoes, dress belt, dress hat and all associated badges, pins, etc.)

- (f) For all new Firefighters, the annual cash amounts provided for above shall be prorated based on the eleven (11) month schedule during the Firefighter's first year of employment. If a Firefighter terminates his employment for any reason within one year of his date of hire, he must return all items of station wear provided to him by the City, to the Fire Chief. Commencing May 1, 2015 new Firefighters shall not be eligible for \$500.00 cash payment until the first May 1<sup>st</sup> following the end of their probationary period.

## **9.2 Protective Clothing and Equipment**

- (a) The City shall furnish and thereafter maintain at no cost to the Firefighter all respiratory apparatus, gloves, helmets, boots, personal protective alarms, and protective clothing necessary to preserve and protect the safety and health of Firefighters.
- (b) All protective clothing shall meet the standard, whether existing or promulgated during the term of the Agreement, that provides the highest level of worker protection. Such standards shall be in compliance with the current NFPA Standards.
- (c) Only personnel who have been trained and certified by the manufacturer or applicable federal agency shall be permitted to perform maintenance and/or repairs on self-contained breathing apparatus and compressor. The City shall have the breathing air from the compressor, used for self-contained breathing apparatus, tested at least four (4) times a year for purity, moisture and contaminants by a certified testing agency in accordance with OSHA and NFPA 1500, such report shall be sent to the Labor Management Committee after each test.

## **9.3 Sanitation, Maintenance and Upkeep**

It shall be the responsibility of the City to provide materials for the day-to-day maintenance and upkeep of the fire stations. The Fire Chief or his designee shall determine necessary maintenance and upkeep and necessary materials for said maintenance and upkeep.

#### **9.4 Non-Liability for Safety and Health**

The City shall indemnify and hold harmless the Union and its International committees, officers, agents, representatives and Firefighters, from any and all claims and suits from damages for bodily injuries, including death, arising from or growing out of any alleged occupational safety and health hazards including any claims against the Union and its International committees, officers, agents, representatives or Firefighters for alleged actions or failure to act, except for actions involving gross negligence and/or intentional concealment.

#### **9.5 Testing of Equipment and Apparatus**

The City intends to maintain all equipment per National Fire Protection Association standards, pursuant to the preventative maintenance program for all fire apparatus and ambulances promulgated by the Fire Chief.

### **ARTICLE 10 - MISCELLANEOUS PROVISIONS**

#### **10.1 Selection of Acting Officers**

- (a) Anytime the Fire Department is short the normal accompaniment of Fire Officers, the City may assign a Fire Fighter to the vacant position. The City may also elect to cover the vacant officer's position with another Fire Officer.
- (b) The selection of acting officers shall be made from available employees regularly assigned to the affected shift, and shall be done on the basis of rank on an eligibility list. If no list exists then shift seniority shall be considered, but the selection shall be at the Chief's discretion. If a firefighter trades/works overtime on a shift he/she is not currently assigned to, the firefighters assigned to the affected shift shall have priority over the firefighter so assigned with respect to acting up selection regardless of rank/seniority, unless all firefighters on the affected shift each have less than five (5) years of service on the Belvidere Fire Department. In no event shall a part time or paid-on-call firefighter be selected as an acting officer.
- (c) A Firefighter who is assigned to a position higher than the rank he currently holds shall be compensated at the rate of the position assigned, for actual hours worked in the higher rank.
- (d) All on-duty Fire Fighters shall be notified upon assignment of an acting officer. No Fire Fighter shall assume the responsibilities of a Fire Officer nor shall they be expected to accept the responsibilities without the explicit authority given to him by the Fire Chief or his designee.

## **10.2 Roll Call**

All on duty Fire Fighters shall be informed at the start of their tour of duty, and at times of any changes, of Fire Officers or Shift Personnel. It shall be understood that it is not the duty of Fire Fighters or the Union to administer the Department Log Book or any other responsibility involving notification of personnel or duty changes. Notification of changes in Fire Officers and/or shift personnel shall not be required for temporary changes of less than two (2) hours.

## **10.3 Common Meal Site and Meals**

Firefighters are required by the City to contribute financially to congregate meals, in which they participate, in the fire house at a charge equal to the value of the meals. Participation in congregate meals shall be entirely voluntary. The City shall provide a means for which Fire Fighters can acquire food for meals.

## **10.4 Mileage Allowance**

Firefighters using their own vehicles to conduct Fire Department business (excluding 2% business) will be reimbursed mileage in accordance with IRS rate. The City will attempt to furnish transportation whenever possible. No personal vehicle shall be used for Fire Department business without the prior consent of the Fire Chief or his designee.

## **10.5 Per Diem**

Employees who are assigned to either training or any assignment which requires them to be outside the corporate limits of the City during meal hours shall be reimbursed for such meals at the following rate: Breakfast - \$6.00, Lunch - \$9.00 and Dinner - \$18.00. If an employee foregoes one meal he may use the additional amount for a subsequent meal. To qualify for reimbursement, paid receipts, exclusive of liquor charges, must be submitted, and the City shall make the reimbursement within forty-five (45) days of receiving the receipts.

## **10.6 Personal Lockers**

Each Firefighter will be issued one locker per fire station, if available, for his personal use during his term of employment. Firefighters shall not hold the City liable for any missing or damaged items.

## **10.7 Personal Property**

If items of personal property are lost or damaged in the line of duty, the Firefighter will be compensated in cash, provided there is no negligence on the part of the Firefighter, by an amount agreed upon by the Chief.

## **10.8 Indemnification of Fire Fighters**

- (a) The City will indemnify the Firefighter in accordance with the provisions of applicable Illinois law.
- (b) Firefighters shall have legal representation by the City in any civil cause of action brought against a Firefighter resulting from or arising out of the performance of official duties.
- (c) Firefighters shall be required to cooperate with the City during the course of the investigation, administration or litigation of any claim arising under this Article.
- (d) The City will provide protections set forth in Section (a) and Section (b) above, only so long as the Firefighter is acting within the scope of his employment and where the Firefighter cooperates, as defined in Section (c), with the City in defense of the action or actions or claims. Acts of willful misconduct are not covered by this Article.
- (e) In the event that the City determines that a conflict of interest or potential conflict of interest exists as a result of its representation of the Firefighter, the City shall provide the Firefighter with legal counsel of its choosing subject to any reservation of its rights under Section (d) above. The Firefighter may request a different legal counsel and should provide justification for this request.

## **10.9 Fundraising**

It is agreed that there shall be no fundraising activity under the auspices of the Fire Department for personal or departmental needs, unless authorized by the City Council. This does not apply to Union fundraising activities outside of City employment.

## **10.10 New Rules**

New or revised rules and orders having the effect of changing a rule or regulations may be established from time to time by the City, provided they are reasonable and not a mandatory subject to bargain. Any such new or revised rule(s) or order(s) shall be posted for ten (10) days and a copy provided to the Union before they become effective or enforceable. Where possible, the City shall discuss proposals for new rules, regulations and orders with the Union prior to posting, however if such subject is in regards to safety or mandated law, the time limits herein may be negated. The intent of this provision is that the rules and regulations of the Fire Department will be updated, understood and fairly and equitably administered. The Fire Chief shall update the Department's Rules & Regulations Manual on a regular basis.

## **10.11 New Firefighters**

The City shall attempt to follow good personnel practices by giving new Firefighters a two (2)-week

notice prior to reporting to their first day of employment when such notice is necessary to preserve current employment benefits or would produce an undue hardship. The following shall be provided for all new Firefighters within their first two weeks of hire: station wear, Department Rules and Regulations, Fire and Police Commission Rules and Regulations, Health Insurance Policy, Turn-out Gear, all necessary keys and combination numbers and all necessary inoculations. Badges and assigned lockers shall be provided upon successful completion of the Fire Academy.

### **10.12 Occupational Exposure to Blood borne Pathogens**

The City agrees to comply with the Illinois Department of Labor's standard on Blood borne Pathogens.

### **~~10.13 Residency Requirement~~**

~~Firefighters must reside within a twenty (20) mile radius of 615 North Main Street, Belvidere, Illinois, within twelve (12) months from the date that a Firefighter completes probationary status. The City shall post at each Fire Station an Official Map showing the appropriate twenty (20) mile radius.~~

### **10.13 Outside Employment**

Any Firefighter engaging in secondary employment will be requested to furnish proof of worker's compensation insurance coverage for such secondary employment no later than seven (7) calendar days after the start of this engagement, or alternatively execute a waiver holding the City harmless for any injury sustained during such secondary employment or a result thereof. No sick leave benefits shall be issued to such Firefighter due to an injury or illness contracted while performing such secondary employment.

### **10.14 457 Plan**

The City shall maintain the current deferred compensation 457 plan during the term of this contract, so long as such Plan is available and allowed by law.

### **10.15 Fire Ground Accountability**

- (a) For providing safe fire grounds operations, the City shall provide the minimum training of State Certified Fire Fighter-II and Haz-Mat First Responder/ Operations training for all Fire Fighters on the fire grounds, with the exception of mutual aid personnel and part time/paid-on-call firefighters employed pursuant to Appendix E. When a State Certified Pump Operator is working a shift, he shall be the driver engineer for their respective engine companies to man each pump that is in operation, provided such personnel are available, and are not already assigned as an Acting Officer. Probationary Fire Fighters may operate on the fire grounds, however, they shall not be put in a position where their lack of training would jeopardize other Fire

Fighters' safety. All Fire Fighters wearing Self Contained Breathing Apparatus shall be respiratory certified under state law. All fire ground Fire Fighters operating as a team in an attack shall have met all minimum Fire and Police Commission standards under state law and only these personnel shall be allowed to operate fire equipment.

- (b) On major fires or Haz-Mat incidents, a trained Safety Officer shall be assigned, when such personnel are available, other than the incident commander and shall be accountable for all Fire Fighters inside any burning structure or Haz-Mat zone.
- (c) In the event a vacancy occurs within the bargaining unit, the Department's administration will act promptly to complete its required steps in the hiring process, in order to facilitate the quickest filling of the vacancy possible.

### **10.16 Inspection of Personnel Files**

The City agrees to allow Firefighters to examine the contents of all their personnel files upon seven calendar days' written notice to the Fire Chief, or his designee. Upon written request, the City shall provide Firefighters with copies of the contents of their personnel files; provided that Firefighters must pay for the copies at the rate normally charged to the public. Firefighters may not remove their personnel records from their place of maintenance. Firefighters shall be provided a copy of any document placed in their file within seven calendar days. No document shall be placed in a Firefighters file without being dated and signed by the Personnel Officer, the Fire Chief, or their designees. Unless exempted by law, a copy of any addition to a Firefighter's personnel file will be provided to the Firefighter.

### **10.17 Duties First**

The Union and the City agree that after completion of all daily duties of apparatus checks, drilling, cleaning and other special duties, Firefighters shall be allowed, with their Shift Captain's permission, to engage in personal activities as long as such activities do not interfere in the response to emergencies or unplanned duties or maintenance. This provision is to allow for a period of work along with a period of rest, during non-emergency times.

### **10.19 Supervision**

An Officer or Acting Officer shall respond to and supervise all non-ems emergency calls. This provision shall not be deemed to require that an Officer or Acting Officer accompany non-emergent duty assignments, including but not limited to, community education (CPR classes, school education, outreach etc.), Department errands or non-emergent community assistance.

### **10.19. Training and Equipment Reimbursement Upon Separation:**

Firefighters hired after May 1, 2018, who receive training paid for by the City, including but not limited to initial training for certification of firefighters or firefighter/paramedics and/or receive job related

equipment from the City, including but not limited to clothing and payment (section 9.1) and other equipment (turnout gear etc.) shall reimburse the City for the cost of the training, station wear, payments and equipment if they leave employment with the City for reasons other than disability leave pursuant to the following schedule:

- Within one year of hire: 100% of training, station wear, payments and equipment costs
- Within two years of hire: 75% of training, station wear, payments and equipment costs
- Within three years of hire: 50% of training, station wear, payments and equipment costs
- Within four years of hire: 25% of training, station wear, payments and equipment costs

The City is specifically authorized to withhold the cost of training and equipment from any sums owed the Firefighter, including but not limited to any pay check or other sum owed the Firefighter. Upon hire, new Firefighters shall sign an authorization agreeing to such withholding.

## **ARTICLE 11 - PROFESSIONAL STANDARDS**

### **11.1 Education**

The City shall reimburse any Firefighter for fifty percent (50%) of the cost of tuition and course books to a maximum of \$1,000.00 per year, subject to an aggregated Department total not to exceed \$6,000.00 per fiscal year (\$2,000.00 per each shift), upon submission of proof of the expenses incurred, for all City approved off-duty courses from an accredited junior college, university, or other approved training school within the course confines of a Fire, Emergency Medical Services or Emergency Management curriculum. Further, the course curriculum requirements shall be presented to the Fire Chief for his review and potential approval for payment before said courses are taken. Officers' requests for approval of tuition reimbursements shall be reviewed on a first-come, first-served basis.

Upon completion of approved courses, a Firefighter shall receive:

- \$600 for a passing grade of C
- \$800 for a passing grade of B
- \$1,000 for a passing grade of A
- Pass/Fail courses shall receive \$600 upon a pass certification.

### **11.2 Training**

- (a) Training Requirements: The City shall provide Emergency Medical Service recertification training and all required training by the State of Illinois Health Department EMS Act to maintain the Fire Fighters obligated EMT-B and EMT-P

certification requirements. The City shall provide any training for Firefighters who must maintain any certification required by the City.

- (b) The City recognizes that some Firefighters have achieved EMS training beyond what is currently required. In order to assist those Firefighters to maintain that status, the City agrees to reimburse any Firefighter an amount of \$225.00 upon evidence of successful re-certification beyond the required EMT-B status, excluding EMT-D recertification.

### **11.3 Fire Fighter Promotions**

Promotions within the Fire Department will be per the requirements of the Board of Fire and Police Commissioners. The Board of Fire and Police Commissioners is requested to establish the following procedures:

- (a) Notification of Examinations. Announcements for promotional examinations shall be posted in each fire station no later than thirty (30) days prior to the closing date for applications. Applications received after the closing date shall not be considered. Firefighters shall be notified ninety (90) days prior to written promotional exam of what study materials the exam test questions are from.
- (b) Promotional Standings Information. The City agrees that it is in the best interest of the parties for the test scores of any Fire Department Firefighter who has participated in a promotional examination to be disclosed to the Firefighter upon written request to the Belvidere Board of Fire and Police Commissioners. All applicants will be notified of their final score and their relative standing.
- (c) During the term of this Agreement, and upon the request of the Union, the parties shall negotiate promotional procedures in accordance with the *Illinois Firefighter Promotions Act, 50 ILCS 742/1 et seq.*. The parties agree that a bargaining impasse resulting from such negotiations shall be resolved in accordance with the impasse resolution procedures of Section 14 of the *Illinois Public Labor Relations Act, 5 ILCS 315/14*.

The City shall provide and maintain up-to-date study material. One set of study material shall be provided at each station for the Fire Fighters' use while on duty. Study material shall not be removed from the stations.

### **11.4 Job Description**

Firefighters will be required to perform all work related to and in support of; fire suppression, inspections, prevention and extinguishment, along with those duties related to the delivery of Emergency Medical Services, extrication and emergency responses. In addition, all Firefighters will



be required to perform general house-keeping and general maintenance duties in the fire stations and on the grounds as well as on all fire apparatus as directed by their shift officers. Firefighters shall be directed from time to time to operate equipment of the fire department required throughout the City for special details.

### **11.5 Education Premium**

The City agrees to pay a 0.5% increase of the base wage for successful completion of each of the following items:

FIRE OFFICER I (Per Office of the Illinois State Fire Marshall)  
HAZ-MAT TECH (Hazardous Materials Technician Certification)

The City shall pay a 1.0% increase over base wage after successful completion of FAE (Fire Apparatus Engineer Certification).

The Firefighter agrees to utilize the above training or forfeit the pay increase. In the event a Firefighter obtains the certification during a fiscal year, the increase over base pay shall be prorated for the remainder of the fiscal year.

## **ARTICLE 12 - JOB SECURITY**

### **12.1 Definition of Seniority**

Seniority means a Firefighter's length of continuous service with the Fire Department, since the Firefighter's date of hire. If more than one person is hired on the same day, they shall be placed on the seniority list according to their rank on the eligibility list from which they were hired.

### **12.2 Seniority Lists**

Every twelve (12) months, the City shall post on all bulletin boards a seniority list showing the continuous service of each Firefighter. A copy of the seniority list shall be simultaneously provided to the Union. The list shall be used whenever called for by specific articles and sections of this Agreement and, in such other cases, as may be agreed upon by the City and the Union.

### **12.3 Probationary Period**

New Firefighters, upon initial hire, shall receive a written "Issue of Appointment" from the Belvidere Board of Fire and Police Commission and shall serve a probationary period of twelve (12) months which can be extended an additional twelve (12) months to secure a EMT-B certification, after which he shall receive an additional "Issue of Appointment" indicating the completion of his probationary period. As long as the City provides Paramedic services as provided in Appendix D below, all new Firefighters shall obtain EMT-P certification within four (4) years of hire. This timeframe may be extended to the date of certification of completion of Paramedic training and/or the re-taking of

qualifying exams to which he/she is entitled by statute or regulations, if the Firefighter has exercised due diligence to obtain such certification, but his/her fourth anniversary date passes before he/she obtains Paramedic certification. Firefighters who fail to satisfy this requirement shall be terminated as not having the qualifications for their position. Notices of Issues of Appointment shall be provided to the Union upon written request.

#### **12.4 Notice of Layoffs**

The City shall give forty-five (45) days written notice of its intent to conduct layoffs to all affected Firefighters.

#### **12.5 No Lockout**

No lockout of Firefighters shall be instituted by the City during the term of this Agreement.

#### **12.6 No Strikes**

No strike of any kind will be caused or sanctioned by the Union during the term of this Agreement.

#### **12.7 Exit Interviews**

The City and the Union agree that in the best interest of improving the Department and retaining its Firefighters, the Fire Chief along with the Mayor, shall conduct an exit interview with all Fire Fighters who are terminating their employment.

### **ARTICLE 13 - NON DISCRIMINATION**

#### **13.1 Equal Employment Opportunity**

It is the policy of the City to provide equal opportunity in employment to all Firefighters and applicants for employment. No Firefighter shall be discriminated against in employment because of such individual's race, religion, color, sex, age, or national origin. This policy applies to all terms, conditions and privileges of employment including hiring, probation, training and development, promotion, transfer, compensation, benefits, educational assistance, layoff and recall, social and recreational programs, termination and retirement.

#### **13.2 Union Activity**

There shall be no discrimination, interference, restraint or coercion by the City against any Firefighter for his activity on behalf of, or membership in, the Union.

#### **13.3 Gender**

All references to Firefighters, in this Agreement, designate both sexes, and whenever the male gender is used, it shall be construed to include male and female Firefighters.

## **ARTICLE 14 - DISCIPLINE**

In addition to the rights guaranteed by the laws of the State of Illinois and the rules and regulations of the Belvidere Board of Fire and Police Commissioners, the parties agree that the following provisions will apply to Firefighters in discipline cases:

### **14.1 General Provisions**

- (a) No Firefighter shall be disciplined or discharged without just cause. When just cause exists, Firefighters may be disciplined by a verbal reprimand, written reprimand, suspension and/or termination. Discipline shall be progressive and corrective and shall be designed to improve behavior and not merely punish it.
- (b) The provisions of the Firemen's Disciplinary Act, 50 ILCS 745/1 *et. seq.*, shall apply to all Fire Fighters under this Article.
- (c) With the exception of verbal reprimands, the Firefighter shall have the right, upon request, to be accompanied and represented by the Union and/or legal counsel in disciplinary matters.

### **14.2 Use of Prior Disciplinary Records**

- (a) No previous disciplinary record(s) of a Firefighter may be used as evidence against a Firefighter during investigative hearings as to the alleged violations of Fire Department policy, rules or regulations as established by the City of Belvidere or violations of local, state or federal law.
- (b) A Firefighter's previous disciplinary record may be utilized, in accordance with Article 14.3, for purposes of determining appropriate sanctions to be taken against a Firefighter who has been found to have committed offense(s) which are deemed to be violations of Fire Department policy, rules and regulations as established by the City of Belvidere or violations of local, state or federal law.

### **14.3 Retention of Disciplinary Records**

- (a) Any record of a verbal reprimand may not be used for purposes of promotion, demotion, discipline or discharge after a period of one-year; provided, however, that any reference to the reprimand in a subsequent disciplinary action given for a similar offense during the one-year period may be used until the subsequent disciplinary

action expires under this Article.

- (b) Any record of a written reprimand may not be used for purposes of promotion, demotion, discipline or discharge after a period of two-years; provided, however, that any reference to the reprimand in a subsequent disciplinary action given for a similar offense within the two-year period may be used until the subsequent disciplinary action expires under this Article.
- (c) Any record of a disciplinary action greater than a written reprimand but less than or equal to a five calendar day suspension may not be used for purposes of promotion, demotion, discipline or discharge, after a period of three years; provided, however, that any reference of the disciplinary action in a subsequent disciplinary action given for a similar offense within the three-year period, may be used until the subsequent disciplinary action expires under this Article.
- (d) Disciplinary actions greater than a five calendar day suspension may be used in subsequent disciplinary actions.
- (e) At the Firefighters request, documents which have expired under the terms above shall be marked as such by the Fire Chief and a copy provided to the Fire Fighter.

#### **14.4 Application of Grievance Procedures**

- (a) When a Fire Department Firefighter is disciplined or discharged by the Board of Fire and Police Commissioners, the Fire Fighter may choose to appeal that decision by:
  - (1) arbitration, as defined in this Agreement, for a trial *de novo*, or;
  - (2) to the local circuit court as provided by law.

It is understood by all parties that a Firefighter's request or petition for review by the Circuit Court shall be considered a waiver of the arbitration procedure and that a request for arbitration at this point shall be considered a waiver of that Firefighter's right for Circuit Court review. However, the Firefighter shall at all times retain the right to seek review of an arbitration decision pursuant to the Uniform Arbitration Act.

- (b) Verbal and written reprimands shall be subject to the grievance procedures set forth in this Agreement. A copy of any written documentation of discipline placed in a Firefighter's personnel file shall be given to the Firefighter within 24 hours. If a Firefighter disagrees with the verbal or written reprimand, he may submit a written statement explaining his position, to be attached to the reprimand in place in his personnel file.

- (c) Suspensions less or equal to five calendar days shall not be subject to the grievance procedures set forth in this Agreement. If a Firefighter disagrees with a suspension he may appeal to the Board of Fire and Police Commissioners in accordance with state and local law or submit a written statement explaining his position to be placed in his personnel file.

**14.5 Probationary Firefighters**

The City reserves the right to discharge a Probationary Firefighter with or without cause during his probationary period, and such discharge shall not be subject to the grievance procedures set forth in this Agreement.

**14.6 Savings Provisions**

- (a) Except as provided in Article 14.4, nothing in this Article shall be construed as an attempt by either party to limit the power and authority of the Board of Fire and Police Commissioners as granted them by law. The parties acknowledge and agree that an arbitrator or court may overturn a decision of the Fire and Police Commission.
- (b) Nothing in this Article shall be construed as an attempt by either party to limit any Firefighter's rights as granted by any federal, state or local law.

**14.7 Suspension Pay Reduction Formula**

The City and the Union agree that for purposes of suspensions, “three (3) calendar days” equals twenty-four (24) hours. Accordingly, the suspension pay reduction formula is as follows:

$$\begin{aligned}
 &24 \text{ hours} \times 365 \text{ days} = 8,760 \text{ hours per year.} \\
 &8,760 \text{ hours} / 3 \text{ shifts} = 2,920 \text{ hours per salary year.} \\
 &\frac{\text{yearly salary}}{2,920 \text{ hours}} = \text{hourly rate.} \\
 &\frac{\text{yearly salary}}{\text{hourly rate}} \times 24 \text{ hours} = \text{one shift (three (3) calendar days) suspension pay reduction.}
 \end{aligned}$$

**ARTICLE 15 - GRIEVANCE PROCEDURE**

**15.1 Definition**

A grievance is defined as any grievance or dispute which may arise between the parties involving the application, meaning or interpretation of an express provision of this Agreement and shall be settled in the following manner:

**15.2 Procedure, Steps and Time Limits**

Step 1: The Firefighter, with or without a Union representative (or the Union Officer alone in the case of a Union grievance), shall take up the grievance or dispute in writing or orally with the Fire Chief or his designee within ten (10) business days of its occurrence; if at that time the Firefighter or Union Officer is unaware of the alleged violation the Firefighter or Union Officer shall take it up within ten (10) business days of his/her knowledge of the occurrence. However, in no case will a grievance be valid if it is filed with the Fire Chief after 30 calendar days after its alleged occurrence. The Fire Chief or his designee shall then attempt to adjust the matter and shall respond to the Union within ten (10) business days. The City agrees to notify the Union of any Firefighter grievance, and of any settlement reached between the City and a Firefighter. The City and the Union agree that the result of any such settlement shall not set a precedent in any actions or interpretations of the contract.

Step 2: If the grievance remains unadjusted in Step 1, and the Union with or without the Firefighter wishes to appeal the grievance to Step 2 of the Grievance Procedure, it shall be referred in writing to the Mayor within ten (10) business days after the receipt of the Fire Chief's answer to Step 1. The written grievance shall be signed and shall set forth all relevant facts, the provision(s) of the agreement allegedly violated and the requested remedy.

The Mayor shall meet and discuss the grievance within ten (10) business days of receipt of the notice of appeal with the authorized Union representative at a time mutually agreeable to the parties. If no settlement is reached the Mayor shall give his written answer to the Union within ten (10) business days following their meeting.

Step 3: If the grievance remains unadjusted in Step 2, and the Union with or without the Firefighter wishes to appeal the grievance to Step 3 of the Grievance Procedure, it shall be referred in writing to The Chairman of the Finance and Personnel Committee, by delivery to the City Clerk within ten (10) business days after the receipt of the Mayor's answer to Step 2. The written grievance shall be signed and shall set forth all relevant facts, the provision(s) of the agreement allegedly violated and the requested remedy.

The Finance and Personnel Committee shall meet and discuss the grievance within ten (10) business days of receipt of the notice of appeal with the authorized Union representative at a time mutually agreeable to the parties. If no settlement is reached, the Finance and Personnel Committee shall give the City's written answer to the Union within ten (10) business days following their meeting.

Step 4: If the grievance remains unresolved within ten (10) business days after the reply of the Finance and Personnel Committee is due, either party may, by written notice to the other party, invoke arbitration.

### **15.3 Arbitration**

The arbitration proceeding to be conducted by an arbitrator shall be selected by the City and the Union within seven (7) business days after notice has been given. If the parties fail to agree to the selection of an arbitrator, the Federal Mediation and Conciliation Service (FMCS) shall be requested by either or both parties to submit simultaneously to both parties an identical list of seven (7) names of persons from their grievance arbitration panel, who are members of the National Academy of Arbitrators and are residents of Illinois, Wisconsin, or Indiana. Both the City and the Union shall have the right to strike three (3) names from the list. The parties by a toss of a coin shall determine which party shall first strike one (1) name; the other party shall then strike one (1) name. The process will be repeated twice and the remaining named person shall be the arbitrator. FMCS shall be notified by the parties of the name of the selected arbitrator, who shall be notified by the FMCS of his/her selection and request the scheduling of a mutually agreeable date for the commencement of the arbitration hearing(s).

#### **15.4 Authority of the Arbitrator**

Both parties agree that the Arbitrator shall have the right to hear more than one grievance at a time if the material is of similar nature. The parties agree that grievance arbitration hearings held pursuant to this procedure shall be expedited on all issues except for matters of discharge and/or suspension. The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the provisions of this Agreement. The arbitrator shall only consider and make a decision with respect to the specific issue or issues of contract interpretation or application appealed to arbitration and shall have no authority to make a decision on any other issues not so submitted. The arbitrator shall submit in writing his decision to the City and to the Union within thirty (30) days following the close of hearing unless the parties agree to an extension thereof. The decision shall be based solely upon the arbitrator's interpretation of the meaning or application of the terms of this Agreement to the fact of the grievance presented. Subject to the arbitrator compliance with provisions of this section, the decision of the arbitrator shall be final and binding, and shall be implemented within thirty (30) days of his decision.

#### **15.5 Expenses of Arbitration**

The fees and expenses of the arbitrator shall be born by the losing party. The losing party shall be determined by the arbitrator. However, each party shall be responsible for compensation of its own representatives and witnesses. The cost of a transcript shall be paid by the party requesting.

#### **15.6 Time Limits**

The time limits set forth in this Article may be extended by mutual written consent of the parties. The term "business days" means the days of the week, Monday through Friday, excluding Saturdays, Sundays and holidays. If the City does not respond within the prescribed time limits or procedures, the grievance will automatically advance to the next step of the Grievance Procedure.

## 15.7 Processing Grievances

A designated Union representative, whose participation in grievance hearings held pursuant to the provisions of this Article is necessary, shall be released from work without loss of pay to attend such hearings.

## ARTICLE 16 - WAGES AND RATES OF PAY

### 16.1 Base Wages

- (a) Firefighters shall receive base wages based per Appendix B of this agreement.
- (b) The City Council by motion may, from time to time, with the approval of the Union, provide additional pay for Firefighters who are assigned by the department head to special assignments. The City Council may increase, decrease, or abolish the extra pay for such assignments at any time.

### 16.2 Longevity

- (a) Upon the completion of two continuous years of full-time employment with the City, Firefighters will become eligible for longevity payments in accordance with the provisions below.
- (b) Longevity payments will be computed as follows:
  - (1) Beginning with the first month (of the third year of full-time employment) after the Firefighter has completed his second continuous year of service (anniversary of date of hire or rehire) the Firefighter shall receive an additional .0025% of base pay per month per year.
  - (2) In each succeeding year (up to a maximum of twenty-five (25) years) the attainment of the Firefighter's anniversary date, the Firefighter shall receive an additional .0025% of base pay beginning with the first month of that succeeding year.
  - (3) Any eligible Firefighter who has twenty-five (25) or more years of longevity will be frozen at his present longevity percentage.

### EXAMPLE

BEGINNING	YEAR RATE
3rd	.0025 x base



4th	.0050 x base
5th	.0075 x base
6th	.0100 x base
7th	.0125 x base
8th	.0150 x base
9th	.0175 x base
10th	.0200 x base
11th	.0225 x base
12th	.0250 x base
13th	.0275 x base
14th	.0300 x base
15th	.0325 x base
16th	.0350 x base
17th	.0375 x base
18th	.0400 x base
19th	.0425 x base
20th	.0450 x base
21st	.0475 x base
22nd	.0500 x base
23rd	.0525 x base
24th	.0550 x base
25th	.0575 x base

- (c) The amount of longevity to be paid each Firefighter will depend on the individual's date of hire and years of service.

**16.3 Termination Pay**

Any Firefighter who shall die, retires, be permanently disabled or terminate employment while employed by the City shall be entitled to the following benefits:

- (a) **Vacation and Holidays:** Earned or unused vacation and/or holidays shall be computed and paid in accordance with Article 5.3 and 5.5.
- (b) **City Property:** All station wear, protective clothing and equipment shall be returned to the City upon termination of employment.
- (c) **Unpaid Wages and Accumulated Overtime:** Earned unpaid wages and accumulated overtime and/or compensatory time shall be paid at the Firefighter's appropriate rate set forth in this Agreement.
- (d) **Other Payments:** Any other accrued moneys and/or benefits due that he is entitled to as expressly provided in this Agreement.

- (e) Options: Terminated Firefighters shall have the option of requesting:
  - (1) a single payment that shall be paid at the time of separation, or;
  - (2) funds be paid out in succeeding normal pay periods, until such funds are exhausted.
- (f) Deceased: Upon the death of a Firefighter, any earned and unused vacation and/or holiday pay, accumulated overtime and/or compensatory time, and any other payments due in accordance to this Agreement shall be paid to the spouse or estate of the deceased Firefighter in a single payment.

## **ARTICLE 17 - EFFECT OF AGREEMENT**

### **17.1 Entire Agreement; Terms and Conditions**

This Agreement constitutes the entire agreement between the parties and supersedes any and all other agreements, either oral or written, between the parties with respect to any subject or matter specifically referred to in this Agreement. The terms and conditions of this Agreement shall supersede and take precedence over any prior rules, regulations, orders and/or directives in conflict with or in contravention of any of the terms and conditions of this Agreement. Any modification to the terms of this agreement during its term can only be made by the written consent and mutual agreement of both parties.

### **17.2 No Other Agreement**

Except as provided in Article 17.4, the City shall not enter into any other agreement, written or oral, with any of the members within the bargaining unit represented by the Union, either individually or collectively, which in any way conflicts with the provisions of this Agreement.

### **17.3 Appendices and Amendments**

All appendices and amendments of this Agreement shall be numbered (or lettered), dated and signed by the responsible parties and shall be subject to all the provisions of this Agreement.

### **17.4 Amendment**

This Agreement may not be modified or amended by any oral or verbal promise. Any proposed modification or amendment to this Agreement must be made in writing, refer to this Agreement and be executed by both parties.

### **17.5 Savings Clause**

If any provision of this Agreement or the application of any such provision should be rendered or declared invalid by any court action, or by reason of any existing or subsequently enacted federal or state mandated legislation, the remaining parts or portions of this Agreement shall remain in full force and effect, and the subject matter of such invalid provision shall be open to immediate negotiations. Both parties agree to commence bargaining within thirty (30) days.

### **17.6 Bargaining Rights**

Nothing in this Agreement shall diminish or waive mandatory, decisional or effects bargaining rights as allowed under the Illinois Public Labor Relations Act.

## **ARTICLE 18 - TERMINATION**

### **18.1 Term of Agreement**

This Agreement shall be effective as of May 1, 2018, and shall remain in effect until April 30, 2022, and shall continue thereafter from year to year unless written notice of a desire to terminate or modify this Agreement is given by either party to the other on or before December 1, 2017, or any succeeding December 1. Both parties agree that this contract shall remain in full force and effect until a successor agreement has been signed. The City shall serve such notice on any officer of the Union. The Union shall serve such notice upon the City Clerk of the City.

### **18.2 Negotiations**

In the event that notice is given as provided in Article 18.1, negotiations shall commence no later than March 1 and shall continue to April 15. The parties may extend the negotiations period by mutual written consent.

### **18.3 Impasse Resolution**

In the event that disputed items cannot be resolved during the negotiations period, all disputed items shall be referred to a three-person arbitration board, as procedurally provided and/or permitted by the Illinois Public Labor Relations Act. Arbitration will only be sought after mediation has been attempted.

### **18.4 Ratification and Enactment**

If the parties reach a complete agreement as to the items for negotiations at the end of the negotiating period (Article 18.2), the following shall apply:

- (a) In the event the Union or City's Legislative Body should reject the recommended

agreement, the parties shall meet again within five (5) days of the Union or City's Legislative vote to discuss the reasons for the rejection and to determine whether any modifications can be made to deal with the reasons for the rejection; but either party may thereafter invoke arbitration in accordance with Article 18.3.

- (b) The City agrees to adopt this Agreement, negotiated or arbitrated, in resolution form, pursuant to its municipal legislative authority. Such action by the City shall commit the City to enact no subsequent legislation, executive order or rules or regulations having the force and effect of law which would impair the binding effect of or make unenforceable the terms of this Agreement.

(REMAINDER OF PAGE INTENTIONALLY BLANK)

To evidence their agreement, the duly-authorized agents of the parties have executed this Agreement below.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures, the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**For the Union:**

**For the City of Belvidere:**

\_\_\_\_\_  
President

\_\_\_\_\_  
City Mayor

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Vice President

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Secretary – Treasurer

## **Appendix A - POLICY ON DRUG AND ALCOHOL SCREENING**

### **AI-GENERAL POLICY REGARDING DRUGS AND ALCOHOL**

The use of illegal drugs and the abuse of alcohol and legal drugs by members of the Belvidere Fire Department present unacceptable risks to safety and well-being of other Firefighters and the public, invite accidents and injuries, and reduce productivity. In addition, such use and abuse violate the reasonable expectations of the public that the City Firefighters who serve and protect them obey the law and are fit and free from the adverse effects of drug and alcohol use.

In the interest of employing persons who are fully fit and capable of performing their jobs, and for the safety and well-being of Firefighters and residents, the parties hereby establish a screening program implementing the stated policy regarding drug and alcohol use by Firefighters and potential Firefighters of the Belvidere Fire Department. Contained herein is the policy and program of the City of Belvidere and the Belvidere Fire Department, as specifically applied to members of the Belvidere Fire Department.

The Fire Department has the responsibility to provide a safe work environment as well as a paramount interest in protecting the public by ensuring its Firefighters are physically and emotionally fit to perform their jobs at all times. For these reasons, the abuse of prescribed drugs, the abuse of alcohol or the use, possession, sale or transfer of illegal drugs, cannabis or non-prescribed controlled substances by Fire Department members is strictly prohibited on or off duty. Violation of these policies will result in disciplinary action up to and including discharge.

### **A2 - DEFINITIONS**

A. "DRUGS" shall mean any controlled substance listed in the Illinois Controlled Substances Act, 720 ILCS 570/100, *et seq.*, for which the person tested does not submit a valid pre-dated prescription. Thus, the term "drugs" includes both abused prescription medications and illegal drugs of abuse. In addition, it includes "designer drugs" which may not be listed in the Controlled Substances Act, but which have adverse effects on perception, judgment, memory or coordination.

A listing of drugs covered by this policy includes, but is not limited to:

Opium	Methaqualone	Psilocybin-Psilocin
Morphine	Tranquilizers	MDA
Codeine	Cocaine	Pep
Heroin	Amphetamines	Chloral Hydrate
Meperidine	Phenmetrazine	Methylphenidate
Marijuana	LSD	Hash
Barbiturates	Mescaline	Hash Oil
Glutethimide	Steroids	

B. "IMPAIRMENT" due to drugs or alcohol shall mean a condition in which the Firefighter is unable to properly perform his or her duties due to the effects of a drug in his or her body. Where impairment exists (or is presumed), incapacity for duty shall be presumed.

"IMPAIRMENT" due to alcohol shall be presumed when a blood alcohol content of .04 or more is measured.

C. "POSITIVE TEST RESULTS" shall mean a positive result on both a confirming test and an initial screening test. If the initial test is positive, but the confirming test is negative, the test results will be deemed negative and no action will be taken. A positive confirming test result is one where the specimen tested contained alcohol, drug or drug metabolite concentrations at or above the concentration specified in Section A6(A)(7).

D. The term "drug abuse" includes the use of any controlled substance which has not been legally prescribed and/or dispensed, or the abuse of a legally prescribed drug which results in impairment while on duty.

### **A3 - PRE-EMPLOYMENT AND PROBATIONARY SCREENING**

All new Firefighter applicants will be required to submit to blood, urine, hair and/or breath testing to be screened for the presence of drugs and/or alcohol prior to employment. No applicant with a confirmed positive result shall be eligible for hire. Any applicant refusing to submit to such required testing shall not be considered for employment. Probationary Firefighters will be required to submit to blood and urine specimens to be screened for the presence of drugs and/or alcohol during the final 30 days of the probationary period.

### **A4 - PROHIBITIONS**

Firefighters shall be prohibited from:

- A. Consuming or possessing alcohol or illegal drugs at any time during the workday on any of the Employer's premises or job sites, including all the Employer's buildings, properties, vehicles and the Firefighter's personal vehicle while engaged in the business of the Employer.
- B. Using, possessing, selling, purchasing or delivering any illegal drug during the workday or when off duty.
- C. Being impaired due to alcohol during the course of the workday
- D. Failing to report to their supervisor any known adverse side effects of medication or prescription drugs which they are taking.

Violations of these prohibitions will result in disciplinary action up to and including discharge.

#### **A5 - ADMINISTRATIONS OF TESTS**

A. Informing Firefighters Regarding Policy. All present Firefighters shall be supplied a copy of this Policy on Drug and Alcohol Screening, and the City will meet with Firefighters to explain this Policy. Local Union representatives shall be afforded the opportunity to be present to explain the Union's role in regard to the Policy. New Firefighters will be supplied with a copy of this Policy on Drug and Alcohol Screening as part of the new Firefighter orientation.

B. Reasonable Suspicion. Where the City has reasonable suspicion of drug use or alcohol abuse, a test may be ordered and the Firefighter may be required to report for testing.

Reasonable suspicion exists if the facts and circumstances, and any rationally derived inferences from those facts and circumstances, would lead a reasonable person to suspect that an individual is using and/or is physically or mentally impaired due to being under the influence of alcohol or illegal drugs.

Reasonable suspicion will be based upon the following:

1. Observable phenomena, such as direct observation of use and/or the physical symptoms of impairment resulting from using or being under the influence of alcohol or controlled substances; or
2. Information provided by an identifiable third party which is independently investigated by the Fire Chief or his designee to determine the reliability or validity of the allegation.

#### **C. ACCIDENTS/INJURIES**

When a Firefighter is involved in an on-the-job accident involving personal injury or property damage, the supervisor may require drug and alcohol testing. Drug and alcohol testing also may be required where there is a reasonable suspicion that an error or mistake due to drug or alcohol use by the Firefighter caused other accident or injury or where there is reasonable suspicion that a Firefighter's alcohol or drug use may have contributed to the incident.

#### **D. PERFORMANCE**

When a Firefighter is observed to be behaving in a manner causing reasonable suspicion of drug and/or alcohol use, the supervisor may require a drug and alcohol test. Whenever feasible, the impaired behavior should be observed and corroborated by another supervisory Firefighter.



E. ANNUAL PHYSICALS

Drug and alcohol testing may be administered as a part of any annual physical examination required by the Department.

F. ARREST OR INDICTMENT

When a Firefighter has been arrested or indicted for conduct involving alcohol abuse and/or illegal drug related activity on or off duty, the Fire Chief may require drug and alcohol screening.

G. STATUS OF FIREFIGHTER FOLLOWING ORDER FOR TESTING

When testing is ordered, the Firefighter will be removed from duty and placed on leave with pay, pending the receipt of results.

H. RANDOM TESTING

There shall be no across-the-board or random testing of Firefighters except as specifically provided for by Section 9 of this Article, or as otherwise mutually agreed in writing by the parties.

**A6 - TESTING PROCEDURES**

The test procedures outlined in this Section shall conform with the NIDA Standards (National Institute on Drug Abuse) of the Federal Guidelines issued by the Department of Health and Human Services, Alcohol, Drug Abuse and Mental Health Administration as set forth in Title 48 of the CFR. In the event there is any conflict between the procedures set forth in this Section A6 and the NIDA Standards, the NIDA Standards shall control.

A. GENERAL PROCEDURES

1. Firefighters covered by a collective bargaining agreement are entitled to Union representation; a Union representative shall accompany the Firefighter to the collection site, provided such representative is available and that securing such representative does not impede the process.
2. COLLECTION SITES. Collection services will be provided at a designated clinic (the "Clinic"), from 9:00 a.m. to 5:00 p.m., Monday through Friday. For services needed other than those hours (evenings, weekends and holidays), collection services will be provided at an appropriate hospital emergency room.
3. CHAIN-OF-CUSTODY. In all cases, strict chain-of-custody procedures will be followed:

- a. Immediately after the specimen is obtained, the Firefighter and the doctor or nurse will initial the confidence seal on the urine specimen.
- b. Both parties will sign the laboratory chain-of-custody form, including date and time.
- c. Labeled specimens will be placed in a locked refrigerator or laboratory container located at the Clinic. The Clinic staff member will sign and date the Clinic Log.
- d. The lab courier will pick up specimens twice per weekday and once per weekend. The courier and Clinic staff will sign the chain-of-custody form.
- e. Specimens will be transported directly to the designated NIDA-certified laboratory where they will be processed in a separate drug testing area accessible only to authorized personnel.
- f. Once in the lab, all personnel who handle the specimen must sign and date the chain-of-custody form.

4. SCHEDULING

- a. "For cause/fitness for duty" and other non-routine collection of specimens for testing will not require an appointment, but the individual must be accompanied by a supervisor, who will present identification.

In most cases, the Clinic will be notified by phone of a collection request "on the way."

- b. Routine collection of specimens for testing will be done by appointment at least 24 hours in advance.
- c. When collection is done at the Emergency Room, the City will notify the Clinic on the next business day. At the hospital, the supervisor will present identification and notice that this is a Clinic client.

5. RESULTS. Results will be forwarded by mail to the Fire Chief in a confidential envelope. Generally, this means within 24 to 72 hours of specimen pickup by the lab.

Results will not be released by phone when the call is initiated by someone outside Clinic or the testing lab.

The Fire Chief may request that the Clinic release the results by phone or in person only to him/her.

Written results are the property of the City of Belvidere and will not be released by the Clinic or the laboratory to a Firefighter/applicant without proper authorization from the City.

6. COLLECTION PROCEDURE

- a. The Firefighter's identity will be verified by driver's license or by the supervisor in the absence of a picture I.D. Verification will be done by doctor or nurse.
- b. A drug history/drug disclosure form will be completed by the client and revised by doctor or nurse.
- c. A consent form will be signed by the client and witnessed.
- d. The specimen will be obtained as follows:

- At the Clinic site, the collection will be unwitnessed: the Firefighter will be fully unclothed, dressed in a hospital gown, wash his or her hands thoroughly, including under and around fingernails; and accompanied to the bathroom door. The Firefighter will void in a bathroom with colored toilet water, taps shut off, and devoid of soap or other materials which would be used to adulterate the specimen.

- At the Emergency Room site, if the specially-equipped bathroom is not available, the test will be witnessed. A doctor and/or nurse will accompany the Firefighter to the bathroom and will be physically present when the specimen is produced.

Blood alcohol specimens will be obtained by nurse.

- e. Blood alcohol specimens will be labeled with name, test date, time and will be initialed by the nurse or doctor and the Firefighter.
- f. Urine specimens will be sealed in full view of the Firefighter and the confidence seal placed over the top of the bottle.
- g. The chain-of-custody process will be initiated, and specimens will be given an I.D. number. The specimen will be labeled with that number, as is the chain-of-custody form.
- h. Copies of the chain-of-custody form will be sealed in a tamper-proof custody envelope with the specimen. The envelope will be locked up in a metal box or locked refrigerator.

- i. "Reasonable Suspicion" testing will also include a medical history and physical exam to gather an understanding of any physical conditions, known or unknown, of a Firefighter, as well as to provide a third party observation and assessment of the individual.
- j. Where the Firefighter appears unable to give a specimen at the time of the test, testing personnel shall document the circumstances on the drug test form. The Firefighter shall be permitted no more than 8 hours to give a sample, during which time he or she shall remain in the testing area, under observation. Reasonable amounts of water may be given to the Firefighter to encourage urination. Failure to submit a sample shall be considered a refusal to submit to a drug test.
- k. Where the Firefighter is unable to consent to drug and alcohol testing due to physical or mental Incapacity, the supervisor may request that a blood sample be taken and secured to allow for later testing once consent can be given or refused.

7. LABORATORY PROCESS. The designated laboratory will utilize a NIDA-certified laboratory for all drug/alcohol screening processing.

The laboratory will:

- a. Use 7 drug panel of: amphetamines, barbiturates, bezodiazepines, cocaine, cannabinoids (THC), opiates and phencyclidine, unless the specific situation requires testing for another specific substance(s), plus alcohol (ethyl).
- b. Use the EMT procedure as the initial screen, utilizing cutoff levels as follows:

Marijuana metabolites	100 mg/ml
Cocaine metabolite benzoylecgonine	300 mg/ml
Opiate metabolite	300 mg/ml
Amphetamines	1000 mg/ml
Phencyclidine	25 mg/ml
Barbiturates	300 mg/ml
Benzodiazepines	300 mg/ml

- c. Use Gas Chromatography/Mass Spectroscopy (GS/MS) as the confirmatory method, utilizing cutoff levels as follows:

Marijuana metabolites	15 mg/ml
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(Delta-9-TCH Carboxylic) Cocaine metabolite	150 mg/ml
Opiate metabolites:	
Morphine	300 mg/ml
Codeine	300 mg/ml
Amphetamines	500 mg/ml
Amphetamine or Methamphetamine	
Phencyclidine	25 mg/ml
Barbiturates	200 mg/ml
Benzodiazepines	50 mg/ml

- d. Freeze and retain all positive specimens for at least 12 months after testing.
- e. Use for alcohol (ethyl) a blood alcohol content level of .04 grams per 100 cubic centimeters.

B. **INDEPENDENT TESTING/DISPUTED RESULTS.** When a Firefighter has been tested pursuant to the rules established herein and there are confirmed positive results, the Firefighter may request that a portion of the original specimen be submitted for an independent test. A request for an independent test must be made within 10 days of the date on which the Firefighter was notified of the confirmed positive results. The independent test shall be at the Firefighter's expense, shall use equivalent testing and chain-of-custody process used by the City. If such independent test yields a negative result, the City will consider those results in its determination of further action.

C. **CONFIDENTIALITY OF TEST RESULTS.** The results of drug and alcohol tests will be disclosed to the person tested, the Fire Chief, the Chair of the Finance and Personnel Committee, and such other officials as may be designated by the Mayor on a need-to-know basis consistent with the other provisions of this Agreement, including treatment needs, diagnosis, use of the Firefighter Assistance Program and investigation of disciplinary action. Test results will be disclosed to the designated representative of the Union upon request. Test results will not be disclosed externally except where the person tested consents or disclosure is permitted by law. A breach of confidentiality shall be considered a serious act of misconduct and the Union may grieve and remedy violations through the grievance procedure. Nothing in this provision shall be construed as waiving the Union's statutory right to obtain information that may be relevant to collective bargaining or the administration of grievances.

**A7 - VOLUNTARY REQUEST FOR ASSISTANCE**

Firefighters are encouraged to voluntarily seek treatment, counseling and/or other support and assistance for an alcohol or drug related problem. If such voluntary assistance is sought by the Firefighter before the Firefighter commits rule violations connected with drug/alcohol abuse, and/or before the Firefighter is subjected to for cause testing under this policy, there shall be no adverse employment action taken against a Firefighter who voluntarily seeks assistance. When voluntary assistance is requested under this policy, the Firefighter may use the City's Firefighter Assistance Program to obtain referrals, treatment, counseling and other support and all such requests shall be treated as confidential pursuant to the City's normal procedures in the operation of its Firefighter Assistance Program.

## **A8 - SPECIFIC RESPONSIBILITIES**

- A. The Fire Chief or his or her designee will:
1. Identify those Firefighters where a drug/alcohol screen is required and inform the Chair of Finance and Personnel Committee of said status.
  2. When necessary, initiate a preliminary investigation to determine the validity of a Firefighter's admission that he or she is presently taking prescribed drugs.
    - a. If the preliminary investigation reveals that the drugs have been legally prescribed and are being consumed according to prescription directions, no further investigation will ensue.
    - b. In all other instances, a formal investigation will ensue when the test results disclose positive indicators and/or evidence of drug/alcohol usage by the Firefighter.
- B. Command level personnel or the Fire Chief shall ensure that Firefighters have been properly notified of the date and time of a drug/alcohol screen and that the notification has been properly documented.
- C. The Firefighter subject to a drug/alcohol screen will:
1. Report on a date and time determined by the Department.
  2. Furnish documentation relating to the use of any prescribed drugs, *i.e.*, prescription bottle with prescription number, prescribing physician's statement, *etc.*
  3. Answer all pre-medical examination questions including the use of any/all prescribed drugs and the names(s) of any prescribed drugs and the name(s) of any prescribing physician(s).

4. Cooperate in the completion of all phases of the drug/alcohol screen in accordance with the instructions of the examining physician or his or her designee.
- D. Any Firefighter who is taking prescription medication(s) that could affect perception, judgment, memory, coordination or other necessary ability to perform one's duties shall report such fact and the nature of the illness or condition requiring the medication to his or her supervisor. Such information will be treated on a confidential basis.

#### **A 9 - DISCIPLINARY ACTION FOR CONFIRMED POSITIVE TEST RESULTS**

- A. **FIRST POSITIVE.** The first confirmed positive test result will be cause for disciplinary action up to and including five duty day disciplinary suspension. The Firefighter must agree to the following conditions: (1) the Firefighter will be mandatory referred to the City's Firefighter Assistance Program for evaluation, diagnosis and development of a treatment plan consistent with generally accepted standards; and (2) the Firefighter will be required to cooperate in the treatment plan, undergo unannounced periodic drug and/or alcohol screening for a period of up to 12 months, successfully complete the prescribed treatment, remain free of drugs and alcohol use and sign an agreement consenting to said conditions. Failure to comply with these conditions of continued employment shall be cause for discharge.
- B. **SECOND POSITIVE - DRUG TREATMENT.** If a Firefighter has a first confirmed positive test under the previous paragraph A and enters a treatment program, and thereafter that Firefighter has a subsequent confirmed positive result while the Firefighter is in treatment, as a result of unannounced periodic drug and/or alcohol screening, the Firefighter shall receive a 30 shift day suspension and shall be required to continue treatment set forth in the preceding paragraph, which 30 shift day suspension shall be final and binding on the Union and the Firefighter and shall not be subject to the grievance procedure. Any confirmed positive test thereafter, either periodic unannounced or reasonable suspicion, shall result in the Firefighter's discharge, which shall be final and binding on the Union and the Firefighter and the penalty shall not be subject to the grievance procedure of the parties' collective bargaining agreement.
- C. **SECOND POSITIVE - REASONABLE SUSPICION.** A Firefighter who has a first confirmed positive test under paragraph A of this Section 9 and who subsequently has a confirmed positive test under the "reasonable suspicion" standard shall be discharged, which discharge shall be final and binding on the Union and the Firefighter and the penalty shall not be subject to the grievance procedure in the parties' collective bargaining agreement.

- D. **EMPLOYMENT STATUS.** There is no requirement on the part of the City to keep a Firefighter on active employment status who is receiving treatment under this Section if it is appropriately determined (i.e., determination by an independent physician or an appropriately certified medical or psychological professional) that the Firefighter's current use of alcohol or drugs prevents such individual from performing his or her duties to whose continuance on active status would constitute a direct threat to the property and safety of others. Such Firefighter shall be afforded the opportunity to use accumulated paid leave or take an unpaid leave pending treatment.



**APPENDIX B WAGES**

Step	Years of Service	2.00% 5/01/18 to 04/30/2019	2.00% 5/01/19 to 04/30/2020	2.50% 5/01/20 to 04/30/2021	3.00% 5/01/21 to 04/30/2022
1	1	\$49,099	\$50,081	\$51,333	\$52,873
2	2	\$51,701	\$52,735	\$54,054	\$55,675
3	3	\$54,106	\$55,188	\$56,568	\$58,265
4	4 & 5	\$58,600	\$59,772	\$61,266	\$63,104
5	6 & 7	\$62,280	\$63,526	\$65,114	\$67,067
6	8 & 9	\$66,337	\$67,664	\$69,356	\$71,436
7	10 & Over	\$69,832	\$71,228	\$73,009	\$75,199

These Salaries are based upon the parties agreement that the firefighters wages will be increased across the board as follows:

05/01/2018      2%  
 05/01/2019      2%  
 05/01/2020      2.50%  
 05/01/2021      3.00%

During this Agreement the step Schedule for salary advancement shall be as follows:

Step	Years
1	1
2	2
3	3
4	4&5
5	6&7
6	8&9
7	10+

## Appendix C - Information Sheet

### INFORMATION SHEET

This sheet is intended to provide a source of references for the City and the Union that lists various sections of the State of Illinois statutes that pertain to employer/Firefighter relations. The City and the Union agree to comply with all State statutes.

The Illinois Public Labor Relations Act, 5 ILCS 314/1 *et. seq.*

Call backs for emergency situations -- Illinois Compiled Statutes, 65 ILCS 5/10-3-1 *et. seq.*,  
DIVISION 3. HOURS, WAGES, AND WORKING CONDITIONS OF POLICEMEN AND  
FIREMEN.

Firemen's Pension Fund -- Illinois Compiled Statutes, 40 ILCS 5/4-101 *et. seq.*

Illinois Workers Compensation Act -- Illinois Compiled Statutes, 820 ILCS 305/1 *et. seq.*

Illinois Workers Occupational Diseases Act -- Illinois Compiled Statutes, 820 ILCS 310/1 *et. seq.*

Personnel files - Illinois Personnel Records Review Act, 820 ILCS 40/1 *et. seq.*

Right to Privacy in the Work-place Act -- 820 ILCS 55/1 *et. seq.*

Foreign Fire Insurance Fund Act -- 65 ILCS 5/11-10-1 *et. seq.*

Board of Fire and Police Commissioners -- Illinois Compiled Statutes, Fire and Police Commission  
Act, 65 ILCS 5/10-2.1-1 *et. seq.*

Layoffs and recalls -- Board of Fire and Police Commissioners, 65 ILCS 5/10 - 2.1-1 *et. seq.*,  
Fire or Police Departments - Reduction of Force - Reinstatements.

Fire and Police Commission Act -- Illinois Compiled Statutes, 65 ILCS 5/10-2. 1-1 *et. seq.*

Discipline -- Firemen's Disciplinary Act, 50 ILCS 745/1 *et. seq.*

Release of Disciplinary Reports -- State of Illinois Personnel Records Review Act, 820 ILCS 40/1 *et. seq.*

The Americans With Disabilities Act, 42 U.S.C.A. § 12101 *et seq.*

The Fire Department Promotions Act, 50 ILCS 742/1 *et seq.*

## Appendix D - Paramedic Engine

The parties have met for the purpose of determining the feasibility of implementing and staffing Fire Department-based Advanced Life-support Services (ALS). It appears that based upon these meetings and the mutual undertakings of the parties, there is a consensus that the establishment of a Department-based program is both feasible and potentially mutually beneficial.

The City will agree to create and implement the function of paramedic service, provided the following terms and conditions shall apply:

1. Not less than one (1) Department vehicle shall be equipped to provide ALS services, following execution of this Agreement. Half the cost of the equipment necessary may be subsidized by the Foreign Fire Insurance Board's funds, subject to the approval of the Fund Board.
2. The ALS paramedic service may be maintained so long as there are at least five (5) members of the bargaining unit certified as EMT-P's.
3. The Department retains the right to adjust schedules (work, vacation, etc.) of certified EMT-P's to provide paramedic services on each shift to the extent necessary to provide regular staffing without incurring overtime costs.
4. Until the number of EMT-P's reaches nine (9), and for all firefighters who are required as a condition of their employment to acquire EMT-P certification, the City shall continue to afford firefighters desiring to obtain certification as EMT-P's release time from duty without loss of pay to attend classes and training. The Union agrees to facilitate the training of such bargaining unit members scheduled to attend EMT-P classes by trades and rescheduling selected vacation days so as to reduce the number of days on which their attendance at class would create short shifts requiring overtime from thirty (30) shifts to no more than fourteen (14) shifts.

Any other firefighter who desires to voluntarily obtain EMT-P certification shall be required to do so on non-duty time, or may be released from duty (without pay) provided that there is no resulting overtime costs to maintain required staffing levels. If a firefighter is permitted to be released from duty to attend certification classes, h/she may utilize earned but unused vacation or personal time to avoid loss of pay.

5. Firefighters who are appointed after the execution of this agreement, at the discretion of the City, may be, as a condition of employment, required to be certified as a Paramedic in the Emergency Medical Service System under which the Belvidere Fire Department operates as an Advanced Life Support service.
6. The parties recognize that a minimum of six (6) paramedics are needed to staff the first ALS-equipped paramedic vehicle to be put in service under the terms of this agreement. Accordingly, the Union agrees that it shall provide a minimum of five (5) certified EMT-P's to staff such paramedic vehicle. Specifically, the six (6) firefighters who have already voluntarily committed to undergo

training to secure, or have secured, EMT-P certification agree to maintain their certifications as a condition of employment so long as necessary to ensure maintenance of at least six (6) six EMT-P's on the Department in order to staff an ALS paramedic service without incurring overtime costs for normal manning; provided that a Firefighter's loss of eligibility for EMT-P certification through no fault of the Firefighter shall not be a violation of this provision. When additional Firefighters are hired or volunteer to obtain EMT-P certification, the original six (6) volunteers shall return to volunteer status. Any additional volunteers (beyond the original six) shall be afforded the same rights. Priority among volunteer EMT-P's shall be based on seniority from the date of their certification or their date of hire, whichever is later.

7. Firefighters providing paramedic/engine services shall be paid a stipend added to their salary in the amount of ~~\$1,500~~ \$1,750 per year. Effective May 1, 2019, the stipend shall increase to \$2,250.00. Effective May 1, 2020, the stipend shall increase to \$2,500.00 per year.

8. Duties of paramedic staff shall include, but not be limited to, adjunct duties such as accountability for stocking and replacing supplies, equipment, drugs and other inventory, assisting with Departmental EMT-B continuing education, CPR instruction, and the like.

9. The City shall have the right to suspend the program at its sole discretion.

10. The City's agreement to this program shall in no way diminish its absolute discretion to determine the manner in which the City provides ambulance transport service, as established by the Illinois Supreme Court in *City of Belvidere v. ISLRB and IAFF* in 1998.

## **Appendix E - Fire/Ground Accountability**

1. The parties agree, and the Union expressly acknowledges, that the City possesses the right and the sole discretion to determine the number of full-time Firefighter positions to be assigned to the Department. Firefighters serving in a part-time, paid-on-call roll shall only be used as defined in Appendix E paragraphs #3, #4 and #5 as specified below.
2. During the term of this Agreement, the City shall maintain minimum shift strength of seven (7) firefighters (including officers) on duty each shift.
3. Beginning May 1, 2011 the Union and the City agree that the City may utilize non-bargaining unit personnel (part-time, paid-on-call etc) to provide absenteeism relief full time Firefighters. Non-bargaining unit personnel serving in a substitute role under this section shall be required to be state certified Firefighter II, Haz-mat awareness and EMT-B and shall pass a background check and psychological assessment prior to beginning employment with the Fire Department. If the individual is already an employee in good standing with another career Fire Department and has passed a comparable psychological assessment within the last five (5) years, he/she will be considered to have met the psychological assessment requirements. Non-bargaining unit personnel may be used in this absenteeism relief role so long as at least six (6) full time Belvidere Firefighters (4 firefighters and 2 officers or 5 firefighters and 1 officer) are on duty during the shift.
4. Beginning May 1, 2013 the Union and the City agree that the City may utilize non-bargaining unit personnel (part-time, paid-on-call etc) to provide absenteeism relief of full time Firefighters. Non-bargaining unit personnel serving in a substitute role under this section shall be required to be state certified Firefighter II, Haz-mat awareness and EMT-B and shall pass a background check and psychological assessment prior to beginning employment with the Fire Department. If the individual is already an employee in good standing with another career Fire Department and has passed a comparable psychological assessment within the last five (5) years, he/she will be considered to have met the psychological assessment requirements. Non-bargaining unit personnel may be used in these absenteeism relief roles so long as at least seven (7) full time Belvidere Firefighters (5 firefighters and 2 officers or 6 firefighters and 1 officer) are on duty during the shift.
5. So long as the City employees at least 21 full time Firefighters (members of the bargaining unit), the City and Union agree that the City may use non-bargaining unit personnel (part time, paid on call etc.) to augment the strength of the Department, and its shifts, as the City deems desirable. Augmentation shall mean increasing a shift's regularly assigned (as opposed to actually on duty) full time personnel, including Officers. Non-bargaining unit personnel used for shift augmentation shall meet all of the certification requirements set forth in paragraphs #3 and #4 above.
6. Nothing contained in this Appendix E shall be construed to limit in any way the City's authority to order a reduction-in-force when deemed necessary.