

**DEKALB COUNTY GOVERNMENT  
COUNTY BOARD MEETING  
September 17, 2014  
7:30 p.m.**

**AGENDA**

1. Roll Call
2. Pledge to the Flag
3. Approval of Minutes
4. Approval of Agenda
5. Communications and Referrals
  - a. Employee Service Awards
  - b. Award Presentation
6. Persons to be Heard from the Floor
7. Proclamations:
  - a. **Proclamation P2014-05:** Proclaiming September “Hunger Action Month”
  - b. **Proclamation P2014-06:** Proclaiming October “The Big Read Month”
8. Appointments for this Month:
  - a. **Law & Justice Chairman:** John Frieders appointed as Chairman of the Law & Justice Committee until November 30, 2014.
  - b. **Rules Committee:** John Frieders appointed immediately to fill the unexpired term of Julia Fullerton until November 30, 2014.
  - c. **Union Drainage District #4 aka Victor Township Drainage Dist. (72MC104):** Dean Lundeen reappointed for a term beginning September 1, 2014 and expiring August 31, 2017.
  - d. **East Pierce Cemetery Association:** John Kirchman and Richard Miller reappointed for terms beginning September 1, 2014 and expiring August 31, 2020. Robert Miller appointed for a term beginning September 1, 2014 and expiring August 31, 2020.
  - e. **Public Building Commission:** Larry Lundgren reappointed for a term beginning October 1, 2014 and expiring September 30, 2019.
  - f. **Workforce Investment Act Board:** Tom Choice, Mary Wright, and Paul Borek all reappointed for two year terms beginning October 1, 2014 and expiring September 30, 2016.
9. Reports from Standing Committees & Ad Hoc Committees

**PLANNING & ZONING COMMITTEE**

- a. **Ordinance O2014-08:** Amending a Mixed Use Development for B&O Used Auto Parts. *The DeKalb County Board does hereby approve an Amendment to the MXD, Mixed Use Development, for B&O Auto Parts located at 800 Brickville Road in Sycamore Township as legally described in Exhibit “A”.* **Committee Action: It was moved by Mr. O’Barski, seconded by Mr. Foster and it moved unanimously to forward the ordinance with the Hearing Officer’s conditions to the Full County Board for approval.**

- b. **Resolution R2014-65:** Adopting Zero Waste as a Guiding Principle Within the DeKalb County Solid Waste Management Plan. *The DeKalb County Board hereby adopts Zero Waste as a guiding principle within the DeKalb County Solid Waste Management Plan, as recommended by the Zero Waste Task Force, and hereby directs that the initial tasks related to the Zero Waste principle shall focus on: the expansion of Rural Recycling, development of an ordinance to address Commercial/Multi-Unit Recycling, development of a pilot program to harvest organic waste, establishment of a community advisory committee continue to provide input into the planning, track progress, evaluate success and continue to advance efforts to achieve Zero Waste, and these tasks shall be implemented by the Solid Waste Program of DeKalb County.* **Committee Action: It was moved by Ms. Fauci, seconded by Mr. O’Barski to forward the resolution to the Full Board for approval. The motion carried with four (4) members voting yea and Mr. Cribben and Mr. Foster opposed.**
- c. Evergreen Village Status Update

### **COUNTY HIGHWAY COMMITTEE**

- a. **Resolution R2014-48:** Award of Sandwich Road District Patching Project. *The DeKalb County Board does approve an award in the low bid submitted meeting specifications by Curran Contracting Company of Crystal Lake, Illinois for 3,304 square feet of Class D Patch, Type II, 3 inches; 308 square feet of Class D Patch, Type III, 3 inches; and 7,844 square feet of Class D Patch, Type IV, 3 inches on various roads in Sandwich Road District and will be utilizing MFT funds for this project in the amount of \$57,061.00.* **Committee Action: Motion made by Mr. O’Barski and seconded by Mr. Johnson to forward this resolution to the Full County Board recommending approval. Motion passed unanimously.**
- b. **Resolution R2014-52:** Amendment #1 to Local Agency Agreement for Federal Participation for the Keslinger Road Bridge Project. *The DeKalb County Board deems is appropriate to amend the original agreement with the State of Illinois for the repair/replacement of structure #019-5010 over the South Branch of the Kishwaukee River as it crosses Keslinger Road, in Afton Township, with said improvements to be designated as Section 10-01109-01-BR and estimated to cost \$1,000,000.00 with the local share to be estimated at \$812,000.00.* **Committee Action: Motion made by Mr. O’Barski and seconded by Mr. Johnson to forward this resolution to the full County Board recommending approval. Motion passed unanimously.**
- c. **Resolution R2014-53:** Engineering Agreement for Paw Paw Road District Bridges on South Paw Paw Road Section Number 13-11109-01-BR. *The DeKalb County Board deems it appropriate to enter into an Engineering Agreement with Strand Associates, Inc. of Joliet, Illinois for the provision of preliminary engineering services incident to the repair or replacement of two bridges that carried South Paw Paw Road over the East and West Branches of Paw Paw Creek in the amount not to exceed \$177,620.30 for the two bridges designated as Section 13-11109-01-BR.* **Committee Action: Motion made by Vice Chair Pietrowski and seconded by Mr. Frieders to forward this resolution to the full County Board recommending approval. Motion passed unanimously.**

## ECONOMIC DEVELOPMENT COMMITTEE

No Business

## HEALTH & HUMAN SERVICES COMMITTEE

No Business

## LAW & JUSTICE COMMITTEE

- a. **Resolution R2014-54:** Court Automation Fee. *The DeKalb County Board does authorize the Circuit Clerk of DeKalb County, to charge and collect a Court Automation Fee of \$25.00 (increased from \$15.00) payable at the time of filing the first pleading, paper or other appearance filed by each party in all civil cases or by the defendant in any felony, traffic, misdemeanor, municipal ordinance or conservation case upon a judgment of guilty or grant of supervision when a court appearance is made. It further authorizes the Circuit Clerk of DeKalb County to continue to charge and collect a Court Automation Fee of \$5.00 on any traffic, municipal ordinance or conservation case satisfied without a court appearance pursuant to Supreme Court Rule 529, effective October 1, 2014. Committee Action: It was moved by Mr. Oncken, seconded by Mrs. Turner and moved unanimously to forward the resolution to the Full County Board for approval.*
- b. **Resolution R2014-55:** Document Storage Fee. *The DeKalb County Board does authorize the Circuit Clerk of DeKalb County, to charge and collect \$25.00 (increased from \$15.00) payable at the time of filing and first pleading, paper or other appearance filed by each party in all civil cases or by the defendant in any felony, traffic, misdemeanor, municipal ordinance or conservation case upon a judgment of guilty or grant of supervision when a court appearance is made. It further authorizes the Circuit Clerk to continue to collect a Document Storage Fee of \$5.00 on any traffic, municipal ordinance, or conservation case satisfied without a court appearance, effective October 1, 2014. Committee Action: It was moved by Mr. Oncken, seconded by Mrs. Turner, and moved unanimously to forward the resolution for the Full County Board for approval.*

## FINANCE COMMITTEE

- a. **Approval of Delinquent Property Tax Sale.** *To authorize the Chairman of the DeKalb County Board to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate of Purchase, as the case may be for the following 8 Resolutions to be disbursed according to law:*
1. **Resolution R2014-56:** 06-20-400-027 \$10,320.00
  2. **Resolution R2014-57:** 08-23-278-046 \$650.00
  3. **Resolution R2014-58:** 09-17-328-001 \$1,895.67
  4. **Resolution R2014-59:** 09-17-329-009 \$1,495.67
  5. **Resolution R2014-60:** 09-28-351-013 \$2,014.50
  6. **Resolution R2014-61:** 09-33-100-007 \$1,395.67
  7. **Resolution R2014-62:** 11-03-126-010 \$660.00
  8. **Resolution R2014-63:** 18-33-351-030 \$5,432.10
- Committee Action: It was moved by Mr. Cvek, seconded by Mrs. Tobias and it was moved unanimously by voice vote to forward all eight Delinquent Property Tax Sale Resolutions to the Full County Board for approval.**

- b. **Resolution R2014-64:** Place FY 2015 County Budget on File for Public View and Comment. The *DeKalb County Board* does hereby place on file in the *DeKalb County Clerk's Office, on the County's Internet site, and at two other geographically diverse public offices (the Sandwich City Hall and the Office of the Genoa City Clerk), for public inspection the attached seventeen page Budget Narrative Summary Packet (plus Attachments A-D, as well as copies of all information utilized by the Committees in preparation of the 2015 Fiscal Year Budget. Committee Action: It was moved by Mr. Foster, seconded by Mr. Stoddard and carried unanimously to forward the resolution to the Full Board for approval.*
  
- c. **Claims for September 2014:** Move to approve the claims for last month, and the off cycle claims paid during the previous month, in the amount of \$8,110,870.50.
  
- d. **Reports of County Officials:** Move to accept and place on file the following Reports of County Officials:
  - 1. Cash & Investments in County Banks – August 2014
  - 2. Public Defender's Report – August 2014
  - 3. Adult & Juvenile Monthly Reports – August 2014
  - 4. Sheriff's Jail Report – August 2014
  - 5. Planning & Zoning Building Permits & Construction Reports - August 2014

**EXECUTIVE COMMITTEE**

No Business

- 10. Old Business
- 11. New Business

- a. **Appointments Scheduled to be made in the Month of October 2014**

- 1. Housing Authority of DeKalb County

- 12. Adjournment

**DEKALB COUNTY  
FOREST PRESERVE DISTRICT  
September 17, 2014**

**AGENDA**

1. Roll Call
2. Approval of Minutes
3. Approval of Agenda
4. Persons to be Heard from the Floor
5. Standing Committee Report
  - a. **Resolution FP-R2014-03:** To Place the FY 2015 Forest Preserve District's Budget on File for Public Viewing. *The DeKalb County Forest Preserve District Commissioners do hereby place on file in the DeKalb County Clerk's Office, on the County's Internet site, and at two other geographically diverse public offices (the Sandwich City Hall and the office of the Genoa City Clerk), for public inspection the attached budget as well as information utilized by the Committees in preparation of the 2015 Fiscal year Budget. Committee Action: Moved by Mr. Gudmunson, seconded by Mrs. DeFauw and was passed unanimously to forward the resolution to the Full Board of Commissioners for approval.*
  - b. **Claims for September 2014:** Move to approve the claims for last month, and the off cycle claims paid during the previous month, in the amount of \$75,649.13.
6. Old Business
7. New Business
8. Adjournment

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DeKalb County Government  
Sycamore, Illinois

**COUNTY BOARD PROCEEDINGS**  
**August 20, 2014**

The County Board met in regular session at the Legislative Center Wednesday, August 20, 2014. The Chairman called the meeting to order and the Clerk called the roll. Those Members present were Mrs. Turner, Mr. Whelan, Mr. Brown, Mr. Cribben, Mr. Cvek, Mr. Deverell, Mr. Emerson, Ms. Fauci, Mr. Foster, Mr. Frieders, Mr. Gudmunson, Mrs. Haji-Sheikh, Mr. Johnson, Mr. Jones, Mr. O'Barski, Mr. Oncken, Mr. Pietrowski, Mr. Reid, Mr. Stoddard, Mrs. Tobias, and Chairman Metzger. Mrs. DeFauw was absent. Twenty-one members were present one was absent and two board seats were vacant.

Chairman Metzger asked Mrs. Turner to lead to the pledge of allegiance.

**APPROVAL OF MINUTES**

Motion

Mr. Whelan moved to approve the Minutes of June 18, 2014. Mr. Jones seconded the motion.

Voice Vote

Chairman Metzger asked for a voice vote on the approval of the Minutes. All Members present voted yea. Motion carried unanimously.

**APPROVAL OF AGENDA**

Chairman Metzger announced that he would like amend the agenda by removing two appointments. The appointments suggested to be removed were c. Law & Justice Chairman and l. Victor Township Drainage District.

Motion

Mr. Oncken moved to approve the agenda as amended and Mr. Reid seconded the motion.

Voice Vote

The motion was carried unanimously by voice vote.

**COMMUNICATIONS AND REFERRALS**

Veteran's Honor Roll

Chairman Metzger called upon Mr. Doug Johnson, DeKalb County Clerk & Recorder to induct the following Veterans into the DeKalb County Veteran's Honor Roll: Edward P. Engstrom: Army 1951 – 1953, Stanley J. Brint: Air Force 1947 – 1967, Dale E. Remala: Army 1960 – 1962, John A. Anderson: Army 1953 – 1955, Frank E. Meadows: Army 1964 – 1966, Ronald G. Klein: USMC 1964 – 1966.

Employee Service Awards

Mr. Paul Miller, Planning Zoning & Building Director, shared a few words and presented a 25 year Employee Service Award Plaque to Mr. Ronald G. Klein for his service as the DeKalb County Hearing Officer. Mr. Miller highlighted that Mr. Klein was unanimously appointed as the Hearing Officer in June of 1989 and in that time the County has had 706 zoning applications which Mr. Klein has heard 455 of those or 65%. Mr. Miller shared that a conservative estimate of time Mr. Klein has devoted to the County as a Hearing Office would be about 680 hours. Mr. Miller lastly indicated that Mr. Klein has expressed he would like to stay on as the County's Hearing Office and Mr. Miller as well as the County Board expressed their gratitude to Mr. Klein and hopes that the County can continue to benefit from Mr. Klein's efforts for years to come.

Chairman Metzger read the remaining Employee Service Awards for the month of July 2014 were: Five Years – Colleen McConnaughy: Circuit Clerk; Twenty-Five Years – Gene Lane: Sheriff's Merit Commission; Thirty-Five Years – Michael Keef – Highway Department.

Employee Service Awards for the month of August 2014 were: Five Year – Michelle Jurezek: State's Attorney's Office, Jocelyn Hernandez: Circuit Clerk; Ten Years – Peggy Mowers: Rehab & Nursing Center, Charles Criswell, Jr.: Public Defender's Office; Fifteen Years – Jo Herrmann: Rehab & Nursing Center; Twenty-Five Years – Lori Ireton: Rehab & Nursing Center, Thirty-Five Years: Susan Racine: Sheriff's Department.

DeKalb County Board Member Frank O'Barski addressed the board and the audience with the following:

*As some of you may know, from a recent news article in the Daily Chronicle, our County Engineer, Nathan Schwartz, received the highest award from the Illinois Society of Professional Engineers for service to the profession and the community at the Association's annual convention July 11.*

*I know, from serving on the Highway Committee, what a terrific employee we have in Nathan. He serves on many agencies and committees that serve our county, and is a tireless worker for the people of DeKalb County. I can share the article if you want to see all the different capacities he serves in as both professional, and community public service areas.*

*I think all of us on Highway Committee feel fortunate to have Nathan working for the people of our County. We sometimes give him a hard time, and challenge him about issues that come up. I have found him invariably responsive to us, and willing to answer questions. In acknowledging Nathan's contributions, I was reminded of the interactions I have had with other county employees. My interactions have invariably been responded to promptly and cheerfully. It occurred to me that, while they may not all have received such deserved and public recognition, they nevertheless work hard for the people of this County.*

*I see our staff, who we probably can't pay what we would like to pay them, as certainly deserving of our thanks for their tireless efforts, innovation and responsiveness to the public. I and many of you know the complex, challenging, and sometimes frustrating projects the County Employees willingly take on to try to improve things for the people of DeKalb County.*

*While I may lack the prestige of the Illinois Society of Engineers, as an elected representative of DeKalb County, I would like to say that I wish I could give awards to the many deserving people who come to work every day determined to do their best for our citizens. So at*

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*least I can say a heartfelt “Thank You” to all the employees who work so hard for us. And I would ask that Gary Hanson and the other department heads share my gratitude with the people who do the real work of making things better.*

Sycamore Park District’s Commissioners, Mr. Ted Strack and Anne Busse Tucker addressed the County Board on their long term strategic plan, Vision 20/20: Carrying on the Legacy. Vision 20/20 is the outcome of 10 months of work involving a wide array of community members from middle school students to retirees. Its goal is to help chart the long term direction of the Sycamore Park District. The plan includes seven significant capital investments which will enhance Sycamore’s community. Some of the capital investments that were described will be for totally new amenities, while other will take care of existing amenities.

## **PERSONS TO BE HEARD FROM THE FLOOR**

There were no individuals present to address the County Board on any items that had not been subject to a properly noticed and legally held public hearing conducted by the Hearing Officer.

## **APPOINTMENTS**

Chairman Metzger recommended the following appointments: **DeKalb County Board Member:** Dianne Leifheit appointed immediately to fill the unexpired term of Julia Fullerton to represent County Board District #8 until November 30, 2014. Sandra Polanco appointed immediately to fill the unexpired term of Derek Tyson to represent County Board District #5 until November 30, 2014.

### Motion

Mr. Stoddard moved to approve the appointments as presented. Mr. Cvek seconded the motion.

### Voice Vote

The Chairman asked for a voice vote on the two appointments. All Members voted yea. Motion carried unanimously.

*DeKalb County Clerk Douglas J. Johnson administered the Oath of Office to both of the newly appointed DeKalb County Board Members and they took their seats. Let the roll call now reflect that there is a Twenty-Four Member County Board and twenty-three members were present and one was absent.*

Chairman Metzger also recommended the following appointments: **Committee Assignment:** Dianne Leifheit to be appointed immediately to sit on the DeKalb County Board’s Finance Committee and the Law & Justice Committee until November 30, 2014. Sandra Polanco to be appointed immediately to sit on the Health & Human Services Committee and the Law & Justice Committee until November 30, 2014. **Law & Justice Vice Chairman:** Ruth Anne Tobias to be appointed immediately as the Vice Chairman of the DeKalb County Board’s Law & Justice Committee until November 30, 2014. **Community Services Administrative Board:** Sylvia Ibarra appointed immediately to fill a vacancy for a Private Sector Board Member until June 30, 2015 and Dan Nolan appointed immediately to fill a vacancy for a Public Sector Board

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Member until June 30, 2017. **Stormwater Management Committee:** Norm Beeh, Joel Maurer, Tom Thomas, Paul Stoddard, Pat Vary, and Bill Lorence all appointed for terms beginning July 1, 2014 and expiring June 30, 2015. Joe Misurelli, Derek Hiland, John Laskowski, Donna Prain, Roger Steimel, and Paul Miller all appointed for terms beginning July 1, 2014 and expiring June 30, 2016. **Clinton-Shabbona Drainage District:** Wayne Overby to be reappointed for a term beginning September 1, 2014 and expiring August 31, 2017. **Coon Creek Drainage District:** Matt Klein to be reappointed for term beginning September 1, 2014 and expiring August 31, 2017. **Normal Drainage District:** Robert Twombly to be reappointed for a term beginning September 1, 2014 and expiring August 31, 2017. **Shabbona Milan Union Drainage District:** Dennis L. Johnson to be reappointed for a term beginning September 1, 2014 and expiring August 31, 2017. **Squaw Grove Drainage District:** Donald Willrett reappointed for a term beginning September 1, 2014 and expiring August 31, 2017.

Motion

Mr. Cvek moved to consolidated all the suggested appointments into one vote. Mr. Oncken seconded the motion.

Motion

It was moved by Mr. Emerson, seconded by Mrs. Haji-Sheikh to approve the appointments as presented.

Voice Vote

It was moved unanimously by voice vote to approval all of the appointments as presented.

**REPORTS FROM STANDING COMMITTEES**

**PLANNING & ZONING COMMITTEE**

**Ordinance O2014-07: An Ordinance Amending a Special Use Granted to the Sycamore Sportsmen Club on Property Located West of Motel Road in Mayfield Township**

Motion

Mrs. Turner moved The DeKalb County Board approves an Amendment to the Special Use Permit granted to the Sycamore Sportsmens and Conservation Club by DeKalb County Ordinance 90-38 and Amended by DeKalb County Ordinance 98-18 and hereby approves to allow certain improvements to the subject property legally described in Exhibit "A" attached to the Ordinance. Mr. Foster seconded the motion.

Voice Vote

Chairman Metzger called for a voice vote on the Ordinance. All members voted yea. The motion carried unanimously.

**LAW & JUSTICE COMMITTEE**

**Resolution R2014-49: Authorizing the Execution of a Law Enforcement Mutual Aid Agreement and the Existence and Formation of the Illinois Law Enforcement Alarm System by Intergovernmental Cooperation**

Motion

Chairman Metzger moved The DeKalb County Board does authorize to enter into an Agreement and the DeKalb County Sheriff is hereby authorized to sign, executive and deliver the agreement known as the "Law Enforcement Mutual Aid Agreement" and thereby enter into an

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intergovernmental agreement with such other public agencies of the State of Illinois as are likewise willing to enter into said "Law Enforcement Mutual Aid Agreement" and recognize the existence and formation of the Illinois law Enforcement Alarm System as set forth in the said Agreement. Mr. Cvek seconded the motion.

Voice Vote

A voice vote was taken to approve the motion. All Board Members voted yea. Motion carried unanimously.

**FINANCE COMMITTEE**

**Resolution R2014-50: Updating the DeKalb County Equal Employment Opportunity and Affirmative Action Policy**

Motion

Mr. Reid moved The DeKalb County Board hereby adopts the Equal Employment Opportunity and Affirmative Action Policy, as the official policy of DeKalb County, IL. Mr. Jones seconded the motion.

Voice Vote

Chairman Metzger asked for a voice vote on the motion to approve the resolution as presented. All members voted yea. Motion carried unanimously.

**Resolution R2014-51: IDOT Remediation Agreement**

Motion

Mr. Reid moved The DeKalb County Board does authorize the execution of an Agreement with the Illinois Department of Transportation which will allow the County to close out the project for the underground storage tank remediation for the Legislative Center site. Mrs. Tobias seconded the motion.

Voice Vote

All County Board Members voted yea. The motion carried unanimously.

**Claims for July 2014**

Motion

Mr. Reid moved to approve the claims for last month, and the off cycle claims paid during the previous month, in the amount of \$5,636,460.48. Ms. Fauci seconded the motion.

Roll Call Vote

The Chairman asked for a roll call vote on the approval of the claims. Those Members voting yea were Mrs. Turner, Mr. Whelan, Mr. Brown, Mr. Cribben, Mr. Cvek, Mr. Deverell, Mr. Emerson, Ms. Fauci, Mr. Foster, Mr. Frieders, Mr. Gudmunson, Mrs. Haji-Sheikh, Mr. Johnson, Mr. Jones, Ms. Leifheit, Mr. O'Barski, Mr. Oncken, Mr. Pietrowski, Ms. Polanco, Mr. Reid, Mr. Stoddard, Mrs. Tobias, and Chairman Metzger. All members presented voted yea. Motion carried unanimously.

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### **Claims for August 2014**

#### **Motion**

Mr. Reid moved to approve the claims for this month, and the off cycle claims paid during the previous month, in the amount of \$8,207,514.81. Mr. Johnson seconded the motion.

#### **Roll Call Vote**

Chairman Metzger called for a roll call vote to approve the claims. Those Members voting yea were Mrs. Turner, Mr. Whelan, Mr. Brown, Mr. Cribben, Mr. Cvek, Mr. Deverell, Mr. Emerson, Ms. Fauci, Mr. Foster, Mr. Frieders, Mr. Gudmunson, Mrs. Haji-Sheikh, Mr. Johnson, Mr. Jones, Ms. Leifheit, Mr. O'Barski, Mr. Oncken, Mr. Pietrowski, Ms. Polanco, Mr. Reid, Mr. Stoddard, Mrs. Tobias, and Chairman Metzger. All members presented voted yea. Motion carried unanimously.

### **Reports of County Officials**

#### **Motion**

Mr. Reid moved to accept and place on file the following Reports of County Officials: Cash & Investments in County Banks – June & July 2014; Public Defender's Report – June & July 2014; Adult & Juvenile Monthly Reports – June & July 2014; Sheriff's Jail Report – June & July 2014; Planning & Zoning Building Permits & Construction Reports - June & July 2014; Mental Health Board 2013 Annual Report; Circuit Clerk's Six-Month Report; County Clerk & Recorder's Six-Month Report. Mrs. Haji-Sheikh seconded the motion.

#### **Voice Vote**

The Chairman requested a voice vote to accept the Reports of County Officials. All members presented voted yea. Motion carried unanimously.

### **EXECUTIVE COMMITTEE**

No Business

### **OLD BUSINESS / NEW BUSINESS**

There were no items to discuss under old business or new business.

### **APPOINTMENTS SCHEDULED TO BE MADE IN THE MONTH OF AUGUST 2014**

1. Workforce Investment Act Board – 3 positions
2. Public Building Commission – 1 position

### **ADJOURNMENT**

#### **Motion**

Mrs. Turner moved to adjourn the meeting and Mr., Johnson seconded the motion.

#### **Voice Vote**

Chairman Metzger called for a voice vote on the adjournment. All Members voted yea. Motion carried unanimously.

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DeKalb County Board Chairman

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DeKalb County Clerk

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# EMPLOYEE SERVICE AWARDS

*September*

**2014**

SUN

MON

TUE

WED

THU

FRI

SAT

***30 YEARS OF SERVICE***

None

***25 YEARS OF SERVICE***

George Plagakis  
Margi Gilmour

09/16/1989  
09/11/1989

Rehab & Nursing  
Court Services

***20 YEARS OF SERVICE***

Christel Springmire

09/30/1994

Health Department

***15 YEARS OF SERVICE***

Mary Seyller  
Lindi Knetch

09/02/1999  
09/28/1999

Assessor's Office  
Sheriff's Office

***10 YEARS OF SERVICE***

Cynthia Wickness  
Gabriela Ortiz  
Sally DeFauw  
Julie Beach

09/01/2004  
09/08/2004  
09/15/2004  
09/27/2004

Circuit Clerk  
Health Department  
County Board  
State's Attorney's

***5 YEARS OF SERVICE***

Jennifer Borresen

09/22/2009

Rehab & Nursing

For questions or corrections, please contact Lisa in the Administration Office at (895) 895-1639



# PROCLAMATION

P2014-05

**WHEREAS**, Feeding America is the nation's leading domestic hunger-relief organization with a mission to feed and advocate for America's hunger through a nationwide network of member food banks, and

**WHEREAS**, the Northern Illinois Food Bank is a member of Feeding America and provides meals to over 71,000 different people each week throughout a 13 county network of food pantries, soup kitchens, shelter, and youth and senior feeding programs, including over 40 in DeKalb County, and

**WHEREAS**, the number of people in DeKalb County who need assistance is increasing as reflected in more households in poverty and more individuals being unemployed, and

**WHEREAS**, fighting hunger is a fight that concerns each of us, and

**WHEREAS**, September is "Hunger Action Month" where Northern Illinois Food Bank and over 200 food banks across the country are hosting awareness campaigns and events to bring attention and take action for the cause of hunger.

**NOW, THEREFORE BE IT PROCLAIMED** that through the power vested in the County Board of DeKalb County, Illinois, let all who do, have and will reside in DeKalb County Illinois know that the County of DeKalb joins Northern Illinois Food Bank in proclaiming September 2014 as "Hunger Action Month".

*Given at Sycamore, Illinois, this 17th Day of September 2014, A.D.*

**ATTEST:**

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**Douglas J. Johnson**, County Clerk & Recorder

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**Jeffery L. Metzger**, Chairman of the Board

# PROCLAMATION

## P2014-06

**Whereas**, The DeKalb Public Library is one of only three libraries nationally to receive eight consecutive Big Read county-wide grants from the National Endowment for the Arts, and

**Whereas**, The Big Read is a program of the National Endowment for the Arts, designed to restore reading to the center of American Culture, and

**Whereas**, The Big Read brings together partners across the country to encourage reading for pleasure and enlightenment, and

**Whereas**, the DeKalb Public Library, Altrusa of DeKalb-Sycamore, Kishwaukee College Family Literacy Program, and NIU's College of Liberal Arts and Sciences External Programming and the DeKalb County Board are all committed to restore reading to the center of American culture, and

**Whereas**, The Big Read is envisioned in our DeKalb County community to encourage children and adults to embrace reading and discussion of the same book.

**NOW, THEREFORE BE IT PROCLAIMED** that the DeKalb County Board does hereby declare the month of October 2014 The Big Read Month for DeKalb County, Illinois. And all residents are encouraged to read "A Wizard of Earthsea" by Ursula K. LeGuin.

Proclaimed at Sycamore, Illinois, this 17<sup>th</sup> day of September 2014, A.D.,  
Myself as witness.

ATTEST:

SIGNED:

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Douglas J. Johnson  
DeKalb County Clerk

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Jeffery L. Metzger, Sr.  
County Board Chairman

STATE OF ILLINOIS     )  
  )SS  
COUNTY OF DEKALB    )

**ORDINANCE 2014-08**

**AN ORDINANCE AMENDING A MIXED USE DEVELOPMENT  
FOR B&O USED AUTO PARTS AT 800 BRICKVILLE ROAD  
IN SYCAMORE TOWNSHIP**

WHEREAS, B&O Used Auto Parts operates from property located at 800 Brickville Road in Sycamore Township and legally described as shown in Exhibit "A" attached hereto, pursuant to DeKalb County Ordinance 99-02 approving an Amendment to an MXD, Mixed Use Development; and

WHEREAS, Tom Ray, representing the property owner, has filed an application for an Amendment to the Mixed Use Development, Ordinance 99-02, in order to approve certain improvements to the subject property; and

WHEREAS, following due and proper notice by publication in the Daily Chronicle not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all owners of property abutting the subject property at least ten (10) days prior thereto, the DeKalb County Hearing Officer conducted a public hearing on July 17, 2014, said public hearing being continued to and concluded on July 31, 2014, at which the petitioner presented evidence, testimony, and exhibits in support of the requested Amendment, and no persons testified in favor of or in opposition to the request; and

WHEREAS, the Hearing Officer, having considered the evidence, testimony and exhibits presented has made his findings of fact and recommended that the requested Amendment to the MXD, Mixed Use Development, be approved with conditions, as set forth in the Findings of Fact and Recommendation of the DeKalb County Hearing Officer, dated July 31, 2014, a copy of which is appended hereto as Exhibit "B"; and

WHEREAS, the Planning and Zoning Committee of the DeKalb County Board has reviewed the exhibits presented at the aforestated public hearing and has considered the findings of fact and recommendations of the Hearing Officer, and has forwarded a recommendation to the DeKalb County Board that the Amendment to the MXD, Mixed Use Development on the subject property be granted in accordance with the recommendation of the Hearing Officer; and

WHEREAS, the DeKalb County Board has considered the findings of fact and recommendations of the Hearing Officer and Planning and Zoning Committee, and the DeKalb County Board has determined that approving the Amendment to the MXD, Mixed Use Development on the subject property to allow the improvements to the subject property is consistent with the intent of Section 4.07.A. of the DeKalb County Zoning Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF DEKALB COUNTY, ILLINOIS, as follows:

SECTION ONE: The Findings of Fact and Recommendation of the DeKalb County Hearing Officer, Exhibit "B" attached hereto, is hereby accepted, and the findings of fact set forth above are hereby adopted as the findings of fact and conclusions of the DeKalb County Board.

SECTION TWO: Based on the findings of fact set forth above, an Amendment to the MXD, Mixed Use Development on property located at 800 Brickville Road in Sycamore Township is hereby approved for B&O Used Auto Parts on property legally described in Exhibit "A" attached hereto, and this Ordinance shall govern the existing and future uses of the subject property.

SECTION THREE: This approval of an Amendment to the MXD, Mixed Use Development zoning on the subject property is subject to the following conditions:

1. Uses on the subject property shall be limited to the following:
  - a. Storage, salvage, and wrecking of automobiles;
  - b. Crushing of automobiles;
  - c. Repairing and rebuilding of automobiles and trucks;
  - d. Storage, sale, and recycling of new and used automobile parts;
  - e. Installation of automobile/truck parts and glass;
  - f. Sale of automobile/truck equipment;
  - g. Purchase, storage, recycling, and sales of scrap iron and metal;
  - h. Rental of dumpsters;
  - i. Storage and recycling of heavy equipment;
  - j. 24-hour towing service;
  - k. Storage and recycling of appliances;
  - l. Storage, disposal, and recycling of electronics;
  - m. Storage and recycling of paper, cardboard, glass, plastics and other materials;
  - n. Welding and fabrication;
  - o. Storage, recycling, and disposal of vehicle tires;
  - p. Mobile car-crushing service; and
  - q. Buyer brokerage and processing of industrial scrap metal;
2. All structures, improvements, and hard surfaces existing on the subject property as of the date of this Ordinance are hereby approved, except as noted below;
3. Not later than December 1, 2014, the owner/operator of B&O Used Auto Parts shall submit a final Site Plan for the subject property showing all existing and proposed improvements, use areas, and hard surfaces, for review and approval by the DeKalb County Planning, Zoning and Building Department;
4. Not later than December 1, 2014, the owner/operator of B&O Used Auto Parts shall apply



for a Site Development Permit, in accordance with the DeKalb County Stormwater Management Ordinance, and construction of approved on-site stormwater management improvements shall be completed within one year of the date of this Ordinance;

5. The on-site stormwater management improvements shall include proposed improvements to the existing "buffer yard" located between the channel of the East Branch of the Kishwaukee River and the use areas of the subject property, and such improvements to the buffer yard shall be in accordance with the recommendations of the DeKalb County Soil and Water Conservation District . The "buffer yard" shall be delineated for the length of the auto salvage yard's frontage on the Kishwaukee River by metal stakes, placed not more than 10 feet on center with a height of three feet above grade, and painted florescent orange. No materials shall be stored between the stakes that delineate the south boundary of the "buffer yard" and the channel of the Kishwaukee River, nor shall this buffer yard be used as a vehicle circulation area; and
6. The existing wall-mounted sign on the west facade of the western-most building located on the subject property is hereby approved. The existing sign on the south facade of the same building shall be removed within 30 days of the date of this Ordinance.

SECTION FOUR: This Ordinance shall be in full force and effect upon its adoption by the County Board of DeKalb County, Illinois.

SECTION FIVE: Failure of the owners or other party in interest or a subsequent owner or other party in interest to comply with the terms of this Ordinance, after execution of such Ordinance, shall subject the owners or party in interest to the penalties set forth in Section 11.05.A. and B. of the DeKalb County Zoning Ordinance.

PASSED BY THE COUNTY BOARD THIS 17TH DAY OF SEPTEMBER, 2014, A.D.

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Chairman, DeKalb County Board

ATTEST:

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County Clerk

**Legal Description of Subject Property**

Parcel 1: Tract 1 of the Maurice Foy farm plat according to the Plat thereof recorded as document No. 332864, book "N", page 73, on the Southeast quarter of Section 29 and part of the Northeast quarter of Section 32 all in Township 41 North, Range 5 East of the third principal meridian, in DeKalb County, Illinois.

P.I.N. 06-29-451-001; and

Parcel 2: That part of the West ½ of the Southeast 1/4 of Section 29, Township 41 North, Range 5, East of the third principal meridian, which lies South of the South line of the East Branch of the Kishwaukee River as now located, North of Tract 1 of the Maurice Foy farm plat (According to the plat thereof recorded as document No. 332864, in Book "N" of plats, page 73), and West of Tract II of the said Maurice Foy farm plat, all situated in DeKalb County, Illinois.

P.I.N. 06-29-451-037

# EXHIBIT "B"

Petition: SY-14-04  
Date: July 17, 2014

## FINDINGS OF FACT

This matter comes before the DeKalb County Zoning Hearing Officer on July 17, 2014 and thereafter on July 31, 2014 for consideration of Petition requesting an amendment to ordinance designating the property MXD, Mixed Use Development zoning designation granted in 1991. In 1999 the Board approved by ordinance a number of improvements to the property. Since then, other improvements have been constructed including structures, signs, and concrete services. However, the permits and approvals required from the County were not sought or granted for those additional improvements. In order to authorize the changes that have been made on the property since 1999, the owner is seeking approval from the DeKalb County Board of an amendment to the ordinance that governs the property.

The application of the Petitioner was duly filed in accord with the DeKalb County Code. The Petition and its attachments are incorporated into the record of proceedings herein by reference.

### Publication of Notice

The notice of public hearing has been published in accord with the DeKalb County Code. A certificate of publication has been received into the record and reflects publication in The Daily Chronicle on June 28-29, 2014. Correspondence has been sent to all adjacent property owners.

### Location of Subject property

The subject property is located at 800 Brickville Road in Sycamore Township, DeKalb County, Illinois.

### Site Characteristics

#### A. Location – Access

The subject parcel consists of approximately 5.2 acres and consists of two parcels, a 4.23 acre piece and the southern portion of a formerly 7.17 acre parcel that straddles the east branch of the south branch of the Kishwaukee River. The property is zoned MXD, Mixed Use Development and FP/C, Flood Plane/Conservation District. The property is presently used as the location of an auto and scrap yard. Access is to Brickville Road and the parcel lies adjacent to the City of Sycamore, the nearest incorporated community, in the Sycamore School and Fire Districts.

**B. Soils – Drainage**

The property lays adjacent to the Kishwaukee River and all drainage is to the river.

**C. Correspondence**

Correspondence was received from the DeKalb County Soil and Water Conservation District. They conducted an assessment of the buffer strip located next to the east branch of the Kishwaukee River. The report pointed out that it was apparent that there had been vehicle use on the buffer strip. It was the recommendation of the Soil and Water Conservation District that containment features be put into place, and that the buffer zone be vegetated where the soil had been contaminated and that it not be used for any other purpose. No other correspondence was received into the record.

**D. The undersign viewed the property on July 15, 2014.**

Persons appearing on behalf of the Petition. The petitioner, Tom Ray was present at the proceeding and represented by his attorney, Jeffrey Krasner. A report was filed by Attorney Krasner, a copy of which is included herewith and made a part hereof by reference. Mr. Tom Ray, also known as Tom Ray Romando, testified at length. He stated that he is the beneficial owner of the property, and that he operates a wrecking yard and junk yard at this location. He does not allow any public dumping, except for recyclable materials. When vehicles are brought to the property all liquids are removed and the metal is recycled.

He stated that there were two scales on the property when he acquired it, which had not been used, and in fact, one of them was more or less buried. He restored the two scales and uses them at the present time. No new scales were added. He also stated that he had removed existing materials from the property, including thousands of tires between 1996 and 1998. There is a steel building located on the property which was permitted by ordinance. He also stated that the scale house which has been added is a small portable building that he put there a number of years ago. He stated that it sits on a concrete slab, which was installed after 1999. There are other portable structures on the property that have no foundation and are moveable. He has not made any additions to the steel building. One building he was asked to remove by the Zoning Department has been removed.

He stated that there is nothing located on the buffer zone located adjacent to the river, but they have driven on it, and he considers it a “fire lane.” There are metal stakes located along the edge buffer zone, but they are approximately fifty (50) feet apart and he indicated that they would place them ten (10) feet apart.

With regard to the aerial views that were submitted into the record, he stated that there had been storage on adjoining property owned by his neighbor, Mr. Wynn. He no longer has anything stored on that property, and all storage is on property he owns. He stated that he had removed numerous tires, old cars, and other debris from the property when he acquired his property. A portion of the property which he does not own and which he no longer uses consists of about 1/4 of an acre.

He did place two signs on his building without a permit. He stated at the time he hired a sign person to put up the signs and was advised by the sign person that he did not need a permit to place signs on the building. The signs have been up for some time and he understands now that he will need to get a permit for the signs which may involve obtaining a variation since the sign ordinance does not allow two signs and does not allow signs as large as the ones he has. He stated that no one has complained to him about the signs.

He also stated that he does own some land on the north side of the river, but it is not used by him and in fact, is cultivated by a farmer. The property to the south is the Wynn Freight Company.

There is some issue about the ownership of his portion of the property as it has been transferred to an entity referred to as T&R Property Management, II, LLC. It was determined to continue the hearing to a later date so that he and his attorney could submit evidence as to the exact ownership of all of the property.

There was then discussion about the regional detention in the northwest corner. Apparently, prior to 1999, concrete had been dumped in that area. Mr. Ray stated that all concrete has been removed, and he had hired an engineer to design retention, which was done several years ago. All concrete that was removed was taken to Larson's Gravel Pit.

Mr. Paul Miller, the Planning Director for DeKalb County, then testified at length. He pointed out that the property has been used as a salvage yard for decades. In 1999, the County had indicated the necessity of separating the business from the river with a buffer zone to act as a filter strip. Everything on the property is located in the flood plane, and the question was how much compensating retention was needed. There was never a final inspection of the retention and no final approval of it. He also pointed out that petitioner needs variations for the current signs on the large building and needs to clarify the present ownership of the property.

He stated that Mr. Ray should submit a list of all activities on the property, and that the storm water management should be evaluated in terms of today's storm water regulations. He stated that an up-to-date site plan needs to be provided. Mr. Miller stated that the buffer strip was never intended as a fire lane, and they cannot have vehicles driving on it. He also recommended that the recommendations of the Soil and Water Report be followed and that the stakes be placed every ten (10) feet to mark the area of the buffer zone. At this point it was decided to continue the hearing for two (2) weeks so that Mr. Ray and his attorney could submit the necessary information requested by the Planning Department.

The Hearing resumed on Thursday, July 31, 2014. The Petitioner, Tom Ray and his attorney, Jeff Krasner, were again present.

Mr. Krasner stated that they had determined that the correct ownership of the property is now in the name of T&R Property Management II, LLC, which is owned by Mr. Ray. Mr. Krasner submitted proof that the LLC is active and is presently in good standing under Illinois law.

Mr. Krasner also stated that they had ordered a new survey from Hanna Surveying, however, did

not have it yet. At that point the planning director, Paul Miller stated that he had talked to Mr. Van Kampen of Hanna Surveying, and conferred with Mr. Van Kampen about what was needed on the survey.

Mr. Krasner then submitted a list of the activities performed on the subject property, and the list of operations is included herewith by reference. Mr. Miller stated that a new storm water management plan was needed as there had been changes to the property since it was originally approved. There are additional hard surface areas on the property, and it needs to meet current regulations. He also stated that the buffer zone needed to be improved and needs to be established more definitely. The prior ordinance provided that it needed to be 30 to 50 feet in width. Mr. Miler stated that it needed to certainly be a minimum of not less than 30 feet at all places. Apparently, it is not 30 feet in some areas. He also stated that plant materials needed to be improved per the recommendation of the conservation district, and it clearly needs to be marked with stakes, and not used for a roadway.

The Petitioner also submitted a request for a variation relative to the signs located on the large building. There is presently a sign on the west side of the building and a sign on the south side of the building. The ordinance limits the Petitioner to having one sign, and both signs are presently larger than allowed by ordinance. Mr. Ray stated that he had never had any objections to the sign (other than from the planning department). Mr. Ray stated that he felt these signs were important to his business.

The undersigned viewed the property and noted that there are four signs on the property, the two mentioned above on the large building, as well as a standing sign adjacent to the road which is clearly visible from both directions, and another sign that is attached to the office building which is large enough to be easily read from Brickville Road.

#### Decision and Recommendation

The undersign finds that the Petitioner did not present convincing evidence as to a hardship relative to the two signs located on the large building. The undersigned finds that four signs on the property are excessive, and the sign on the west side of the building would be more than adequate to notify the public as to the location of the business. Accordingly, the undersigned grants the requested variation for the large sign located on the west side of the building but denies the requested variation for the sign on the south side fo the building.

The undersigned finds that the special use will not be unreasonably detrimental to the value of other property in the neighborhood in which it is located.

The undersigned hereby recommends approval of the requested amendment to the mixed use development. The business has been present in this location for many years and no one appeared at the hearing to object to the proposed amendment. The property appears to be kept in a reasonable and neat condition and the list of operations includes a number of services that are beneficial to the community.

This recommendation is made subject to the following conditions:

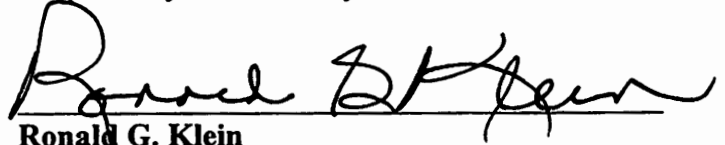
That the buffer zone be maintained as recommended by the planning department and the DeKalb

County Soil and Water Conservation District, including, but not limited to, maintaining the width of at least 30 feet, that it be clearly marked with stakes, and that it not be used as a roadway. The recommended plants from the Soil and Water Conservation District should also be included.

This recommendation is further conditioned on the new survey being provided by the surveyor, which meets the approval of the DeKalb County Planning Department, and that a new storm water management plan be submitted that meets the approval for the DeKalb County Planning and Zoning Department.

Dated this 31st day of July, 2014.

Respectfully submitted by:



Ronald G. Klein  
Hearing Officer



**DeKalb County**  
**Planning/Zoning/Building Department**

110 East Sycamore Street  
Sycamore, IL 60178  
(815) 895-7188  
Fax: (815) 895-1669

**MEMORANDUM**

**TO:** Planning and Zoning Committee

**FROM:** Paul R. Miller, AICP  
*PRM*  
DeKalb County Planning Director

**DATE:** August 4, 2014

**SUBJECT:** B&O Auto Parts Amendment to MXD Planned Development

Tom Ray, representing the property owner, has filed an application for approval of an Amendment to a Mixed Use Development. The subject property, located on the east side of Brickville Road approximately 1,500 feet south of Maplewood Drive and commonly known as B&O Auto Parts, is located at 800 Brickville Road in unincorporated Sycamore Township. The approximately 5.2-acre property consists of two parcels, a 4.23-acre piece and the southern portion of a formerly 7.17-acre parcel that straddles the East Branch of the South Branch of the Kishwaukee River. The proposed Amendment is requested to approve certain improvements that have been made to the property since 1999. The property is zoned MXD, Mixed Use Development and FP/C, Floodplain/Conservation District. The later zoning designation reflects the fact that the entire property is located within the regulatory floodplain.

The required public hearing was held on July 17, 2014 and concluded on July 31, 2014 by DeKalb County Hearing Officer Ron Klein. The petitioner indicated that the Amendment was being sought to approve improvements that have been made to the property since 1999, including construction of two truck scales and gate, a scale house, new areas of concrete surface, and installation of two large signs. Ownership of the subject properties was also clarified, as new deeds were recorded in April of 2014. The petitioner requested that waivers of otherwise applicable sign regulations be granted as part of the Amendment, indicating that the signs are compatible with the general area and necessary to identify the various uses on the property. Staff indicated that the petitioner should provide a complete list of uses on the property, an updated Site Plan, and a new stormwater management plan in accordance with current regulations. Staff also suggested that the buffer yard along the Kishwaukee River be improved in compliance with the recommendations of the DeKalb County Soil and Water Conservation District. No members of the public spoke in favor of or in opposition to the request.

The Hearing Officer has submitted his Findings of Fact and recommends approval of the request for Amending the MXD ordinance for B&O Auto Parts, with conditions. The Hearing Officer



recommends that a new site plan and stormwater management plan be provided for review and approval by County staff, and that the buffer yard along the river be improved per the recommendations of the Soil and Water Conservation District. The Hearing Officer also recommends approving Variations to allow the existing sign on the west facade of the large building to remain, but that the existing sign on the south facade should be removed (see Finding of Fact). The Committee is requested to review the application, the Staff Report, correspondence, and the Findings of Fact on this request and forward a recommendation to the full County Board for action by ordinance. The Committee may recommend approval, approval with conditions, or denial.

cc: Tom Ray  
Jeffrey Krasner, attorney for petitioner

PRM:prm  
P:\Zoning\Plan Developments\P&ZMemos\B&O.SY-14-04.wpd

STATE OF ILLINOIS     )  
  )SS  
COUNTY OF DEKALB    )

**RESOLUTION 2014-65**

WHEREAS, DeKalb County Resolution 2013-66, adopted by the DeKalb County Board on October 16, 2013, authorized the creation of a Zero Waste Task Force (ZWTF) to undertake consideration of adopting Zero Waste as a guiding principle within the DeKalb County Solid Waste Management Plan and, if the Task Force recommended that Zero Waste should be adopted, identify and evaluate the goals, objectives, policies, programs, tasks and costs associated with implementing a Zero Waste approach to waste management; and

WHEREAS, the ZWTF was appointed by the Chairman of the DeKalb County Board, with input from the Board of Health and final approval of the County Board on October 16, 2013, and consisted of 13 members, two (2) from the County Board, three (3) from municipal elected or appointed officials, one (1) representing local businesses, two (2) DeKalb County residents, one (1) representing the waste industry, two (2) representing educators, of which one represented Northern Illinois University, and two (2) from the County Health Department; and

WHEREAS, The DeKalb County Health Department organized and coordinated monthly meetings of the ZWTF that met beginning on November 7, 2013 and thereafter monthly through August 27, 2014, to learn principles and practices of waste management, gain a thorough understanding of the current state of DeKalb County solid waste, as well as the opportunities and challenges, and review resource information; and

WHEREAS, the ZWTF, on March 6, 2014, unanimously recommended that the County Board adopt Zero Waste as a guiding principle, and in future meetings discussed strategies to work toward Zero Waste and prioritized these strategies; and

WHEREAS, the ZWTF presented a report on its efforts, findings, conclusions and recommendations to the Planning and Zoning Committee of the County Board on August 27, 2014 as follows:

“The membership of the ZWTF recommends the County adopt Zero Waste as a guiding principle in order to divert material from landfills into productive uses and reduce environmental impacts. They also recommend that the initial tasks focus on: the expansion of Rural Recycling, proposing an Ordinance to address Commercial/Multi-Unit Recycling and pilot programs to harvest organics. It is also recommended that a community advisory committee continue to provide input into the planning, track progress, evaluate success and continue to advance efforts to achieve Zero Waste.” and;

WHEREAS, the Planning and Zoning Committee at its meeting of August 27, 2014, having considered the efforts and recommendation of the ZWTF, passed a motion on a vote of four “yes”

and two “no” to recommend that the DeKalb County Board adopt Zero Waste as a guiding principle;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY BOARD OF DEKALB, ILLINOIS, as follows:

The DeKalb County Board hereby adopts Zero Waste as a guiding principle within the DeKalb County Solid Waste Management Plan, as recommended by the Zero Waste Task Force, and hereby directs that the initial tasks related to the Zero Waste principle shall focus on: the expansion of Rural Recycling, development of an ordinance to address Commercial/Multi-Unit Recycling, development of a pilot program to harvest organic waste, establishment of a community advisory committee continue to provide input into the planning, track progress, evaluate success and continue to advance efforts to achieve Zero Waste, and these tasks shall be implemented by the Solid Waste Program of DeKalb County.

ADOPTED BY THE COUNTY BOARD THIS 17<sup>TH</sup> DAY OF SEPTEMBER, 2014, AD.

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Chairman, DeKalb County Board

ATTEST:

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County Clerk

**R E S O L U T I O N #R2014-48**

**WHEREAS**, bids have been invited for hot-mix asphalt patching for Sandwich Road District in DeKalb County, and

**WHEREAS**, Curran Contracting Company of Crystal Lake, Illinois has submitted the low bid meeting specifications.

**NOW, THEREFORE, BE IT RESOLVED**, by the DeKalb County Board that it does approve the award as set forth herein below after all known protest have been settled:

**CURRAN CONTRACTING COMPANY:**

(a) in the amount of Fifty Seven Thousand Sixty-One dollars and Zero cents (\$57,061.00) for 3,304 square feet of Class D Patch, Type II 3 inches; 308 square feet of Class D Patch, Type III, 3 inches; and 7,844 square feet of Class D Patch, Type IV, 3 inches on various roads in Sandwich Road District, under Section 14-13000-01-GM.

**PASSED AT SYCAMORE, ILLINOIS THIS 17TH DAY OF SEPTEMBER, 2014 A.D.**

\_\_\_\_\_  
Chairman, DeKalb County Board

ATTEST:

\_\_\_\_\_  
County Clerk

**RESOLUTION**  
**#R2014-52**

**WHEREAS**, the Highway Committee of the DeKalb County Board deems it appropriate to amend the original agreement with the State of Illinois for the repair/replacement of structure number 019-5010 over the South Branch of the Kiswaukee River as it crosses Keslinger Road, in Afton Townships, DeKalb County, Illinois, with said improvement to be designated as Section 10-01109-01-BR and estimated to cost One Million dollars (\$1,000,000.00) with the local share to be estimated at Eight Hundred Twelve Thousand dollars (\$812,000.00).


**NOW, THEREFORE, BE IT RESOLVED**, by the DeKalb County Board that it does authorize it's Chairman to execute the appropriate amendment of the Local Agency Agreement for Federal Participation with the State of Illinois.

**PASSED AT SYCAMORE, ILLINOIS THIS 17th DAY OF SEPTEMBER, 2014 A.D.**

\_\_\_\_\_  
Chairman, DeKalb County Board

ATTEST:

\_\_\_\_\_  
County Clerk

 <b>Illinois Department of Transportation</b> <b>Local Agency Amendment # 1 for Federal Participation</b>	Local Agency DeKalb County	State Contract <input checked="" type="checkbox"/>	Day Labor <input type="checkbox"/>	Local Contract <input type="checkbox"/>	RR Force Account <input type="checkbox"/>
	Section: 10-01109-01-BR	Fund Type: STP-Br	ITEP and/or SRTS Number		
Construction		Engineering		Right-of-Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
C-93-074-14	BROS-0037(061)				

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

**Location**

Location Keslinger Rd Route TR 159A Length 0.01Mi  
 Termini 1.5 Mi W S First St over S Branch Kishwaukee River

Current Jurisdiction Afton Road District TIP Number \_\_\_\_\_ Existing Structure No 019-5010

**Amended Division of Cost**

Type of Work	STP-BR	%	Local Only	%	LA	%	Total
Participating Construction	188,000	( 80 )	765,000	( * )	47,000	( Bal )	1,000,000
Non-Participating Construction		( )		( )		( )	
Preliminary Engineering		( )		( )		( )	
Construction Engineering		( )		( )		( )	
Right of Way		( )		( )		( )	
Railroads		( )		( )		( )	
Utilities		( )		( )		( )	
Materials							
<b>TOTAL</b>	<b>\$ 188,000</b>		<b>\$ 765,000</b>		<b>\$ 47,000</b>		<b>\$ 1,000,000</b>

\*Lump Sum \$765,000 to be used first and as a match to the federal funds (Court Settlement).

Balance 80% STP-Br to be used second.

**NOTE:** The costs shown in the Division of Cost table are approximate and subject to change. The final LA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.

**Changes to Agreement Provisions**

BE IT MUTUALLY AGREED that all remaining provisions of the original agreement not altered by this Amendment shall remain in full force and effect and the Amendment shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

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

**APPROVED**

Local Agency

Jeffery L Metger

\_\_\_\_\_  
Name of Official (Print or Type Name)

County Board Chairman

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

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Date

The above signature certifies the agency's TIN number  
36-6006548 conducting business as a Governmental  
Entity.

DUNS 029980307

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

**APPROVED**

State of Illinois  
Department of Transportation

\_\_\_\_\_  
Erica J. Borggren, Acting Secretary

\_\_\_\_\_  
Date

By:

\_\_\_\_\_  
Aaron A. Weatherholt, Deputy Director of Highways

\_\_\_\_\_  
Date

\_\_\_\_\_  
Omer Osman, Director of Highways/Chief Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michael A. Forti, Chief Counsel

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tony Small, Director of Finance and Administration

\_\_\_\_\_  
Date

**RESOLUTION**  
**#R2014-53**

**WHEREAS**, the Highway Committee of the DeKalb County Board deems it appropriate to enter into an Engineering Agreement with Strand Associates, Inc. of Joliet, Illinois for the provision of preliminary engineering services incident to the repair or replacement of two bridges that carry South Paw Paw Road over the East and West Branches of Paw Paw Creek; and

**WHEREAS**, compensation for said services had been established as set forth herein below:

**STRAND ASSOCIATES, INC:** In the amount not to exceed One Hundred Seventy-Seven Thousand Six Hundred Twenty dollars and Thirty cents (\$177,620.30) for preliminary engineering services for the repair or replacement of above described two bridges located in Paw Paw Road District, DeKalb County and designated as Section 13-11109-01-BR.

**NOW, THEREFORE, BE IT RESOLVED**, by the DeKalb County Board that it does approve entering into the aforesaid Preliminary Engineering Agreement and does hereby authorize its Chairman to execute the pertinent documents.


**PASSED AT SYCAMORE, ILLINOIS THIS 17TH DAY OF SEPTEMBER, 2014 A.D.**

\_\_\_\_\_  
Chairman, DeKalb County Board

ATTEST:

\_\_\_\_\_  
County Clerk



Municipality DeKalb County	<b>L O C A L  A G E N C Y</b>	 <b>Illinois Department of Transportation</b>  <b>Preliminary Engineering Services Agreement For Motor Fuel Tax Funds</b>	<b>C O N S U L T A N T</b>	Name Strand Associates, Inc.
Township Paw Paw				Address 1170 Houbolt Road
County DeKalb				City Joliet
Section 13-11109-01-BR				State IL

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Motor Fuel Tax Funds, allotted to the LA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT", will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

### Section Description

Name South Paw Paw Road Bridge Replacements

Route TR 245 Length 0.5 Mi. 2,500 FT (Structure No. 019-5500 & 019-5501 )

Termini Approximately 500 west of S.N. 019-5500 to approximately 500 east of S.N. 019-5501

**Description:**

Preliminary and final design engineering services for removal and replacement of two deck beam structures that carry S Paw Paw Road over the East and West Branch of Paw Paw Run Creek

### Agreement Provisions

**The Engineer Agrees,**

1. To perform or be responsible for the performance of the following engineering services for the LA, in connection with the proposed improvements herein before described, and checked below: **and as clarified in Exhibit A**
  - a.  Make such detailed surveys as are necessary for the preparation of detailed roadway plans
  - b.  Make stream and flood plain hydraulic surveys and gather high water data, and flood histories for the preparation of detailed bridge plans.
  - c.  Make or cause to be made such soil surveys or subsurface investigations including borings and soil profiles and analyses thereof as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations are to be made in accordance with the current requirements of the DEPARTMENT.
  - d.  Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement
  - e.  Prepare Army Corps of Engineers Permit, Department of Natural Resources-Office of Water Resources Permit, Bridge waterway sketch, and/or Channel Change sketch, Utility plan and locations, and Railroad Crossing work agreements.
  - f.  Prepare Preliminary Bridge design and Hydraulic Report, (including economic analysis of bridge or culvert types) and high water effects on roadway overflows and bridge approaches.
  - g.  Make complete general and detailed plans, special provisions, proposals and estimates of cost and furnish the LA with five (5) copies of the plans, special provisions, proposals and estimates. Additional copies of any or all documents, if required, shall be furnished to the LA by the ENGINEER at his actual cost for reproduction.
  - h.  Furnish the LA with survey and drafts in quadruplicate of all necessary right-of-way dedications, construction easement and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

Note: Four copies to be submitted to the Regional Engineer

- i.  Assist the LA in the tabulation and interpretation of the contractors' proposals
  - j.  Prepare the necessary environmental documents in accordance with the procedures adopted by the DEPARTMENT's Bureau of Local Roads & Streets.
  - k.  Prepare the Project Development Report when required by the DEPARTMENT.
- (2) That all reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to the AGREEMENT, will be in accordance with current standard specifications and policies of the DEPARTMENT. It is being understood that all such reports, plans and drafts shall, before being finally accepted, be subject to approval by the LA and the DEPARTMENT.
- (3) To attend conferences at any reasonable time when requested to do so by representatives of the LA or the Department **in accordance with Exhibit A.**
- (4) In the event plans or surveys are found to be in error during construction of the SECTION and revisions of the plans or survey corrections are necessary, the ENGINEER agrees that he will perform such ~~work~~ **services** without expense to the LA, even though final payment has been received by him. He shall give immediate attention to these changes so there will be a minimum delay to the Contractor.
- (5) That basic survey notes and sketches, charts, computations and other data prepared or obtained by the Engineer pursuant to this AGREEMENT will be made available, upon request, to the LA or the DEPARTMENT without cost and without restriction or limitations as to their use **and at their own risk.**
- (6) That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by him and will show his professional seal where such is required by law.

**The LA Agrees,**

1. To pay the ENGINEER as compensation for all services performed as stipulated in **Exhibit A and** paragraphs 1a, 1g, 1i, 2, 3, 5 and 6 and in accordance with one of the following methods indicated by a check mark:
  - a.  A sum of money equal to \_\_\_\_\_ percent of the awarded contract cost of the proposed improvement as approved by the DEPARTMENT.
  - b.  A sum of money equal to the percent of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

Schedule for Percentages Based on Awarded Contract Cost

Awarded Cost	Percentage Fees	
Under \$50,000	\$177,620.30	(see note)
	<u>(Not to Exceed)</u>	<b>And in accordance</b>
	_____	<b>with fees set forth</b>
	_____	<b>in Exhibit A of the</b>
	_____	<b>Agreement</b>
	_____	

Note: Not necessarily a percentage. Could use per diem, cost-plus or lump sum.

2. To pay for services stipulated in paragraphs 1b, 1c, 4d, 1e, 1f, 1h, 1j & 1k of the ENGINEER AGREES at actual cost of performing such ~~work~~ **services** plus 200 percent to cover profit, overhead and readiness to

serve - "actual cost" being defined as material cost plus payrolls, insurance, social security and retirement deductions. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at his actual cost. Subject to the approval of the LA, the ENGINEER may sublet all or part of the services provided under the paragraph 1b, 1c, 1d, 1e, 1f, 1h, 1j & 1k. If the ENGINEER sublets all or part of this work services, the LA will pay the cost to the ENGINEER plus a five (5) percent service charge.

"Cost to Engineer" to be verified by furnishing the LA and the DEPARTMENT copies of invoices from the party doing the work services. The classifications of the employees used in the work services should be consistent with the employee classifications for the services performed. If the personnel of the firm, including the Principal Engineer, perform routine services that should normally be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the work services performed.

3. That payments due the ENGINEER for services rendered in accordance with this AGREEMENT will be made as soon as practicable after the services have been performed in accordance with the following schedule:
  - a. Upon completion of detailed plans, special provisions, proposals and estimate of cost - being the work services required by paragraphs 1a through 1g under THE ENGINEER AGREES - to the satisfaction of the LA and their approval by the DEPARTMENT, ~~90-100~~ percent of the total fee due under this AGREEMENT based on the approved estimate of cost.
  - b. Upon award of the contract for the improvement by the LA and its approval by the DEPARTMENT, 100 percent of the total fee due under the AGREEMENT based on the awarded contract cost, less any amounts paid under "a" above.

By Mutual agreement, partial payments, ~~not to exceed 90 percent of the amount earned,~~ may be made from time to time as the work services progresses.

4. That, should the improvement be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a, through 1h and prior to the completion of such services, the LA shall reimburse the ENGINEER for his actual costs plus 200 percent incurred up to the time he is notified in writing of such abandonment -"actual cost" being defined as in paragraph 2 of THE LA AGREES.
  5. That, should the LA require changes in any of the detailed plans, specifications or estimates except for those required pursuant to paragraph 4 of THE ENGINEER AGREES, after they have been approved by the DEPARTMENT, the LA will pay the ENGINEER for such changes on the basis of actual cost plus 200 percent to cover profit, overhead and readiness to serve -"actual cost" being defined as in paragraph 2 of THE LA AGREES. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of his responsibility to prepare a complete and adequate set of plans and specifications.
-

**It is Mutually Agreed,**

1. That any difference between the ENGINEER and the LA concerning their interpretation of the provisions of this Agreement shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LA and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
2. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at his last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all surveys, permits, agreements, preliminary bridge design & hydraulic report, drawings, specifications, partial and completed estimates and data, if any from traffic studies and soil survey and subsurface investigations with the understanding that all such material becomes the property of the LA. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with Section 4 of THE LA AGREES.
3. That if the contract for construction has not been awarded one year after the acceptance of the plans by the LA and their approval by the DEPARTMENT, the LA will pay the ENGINEER the balance of the engineering fee due to make 100 percent of the total fees due under this AGREEMENT, based on the estimate of cost as prepared by the ENGINEER and approved by the LA and the DEPARTMENT.
4. That the ENGINEER warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract, and that he/she has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this contract. For Breach or violation of this warranty the LA shall have the right to annul this contract without liability.

IN WITNESS WHEREOF, the parties have caused the AGREEMENT to be executed in quadruplicate counterparts, each of which shall be considered as an original by their duly authorized officers.

Executed by the LA:

County of DeKalb of the  
(Municipality/Township/County)

ATTEST:

State of Illinois, acting by and through its

By Douglas J. Johnson  
DeKalb County Clerk  
(Seal)

By Jeffery L. Metzger  
Title County Board Chairman

Executed by the ENGINEER:

Strand Associates, Inc.

ATTEST:

Matthew S. Richards

By Rachula Fieders  
Title \_\_\_\_\_

By Matthew S. Richards  
Title Corporate Secretary

<b>Approved</b>
_____
Date
Department of Transportation
_____
Regional Engineer

# EXHIBIT A

## SCOPE OF SERVICES–PHASE I and PHASE II ENGINEERING SERVICES

**CONSULTANT:** Strand Associates, Inc.®  
**ROUTE:** South Paw Paw Road, TR 245  
**SECTION NO.:** 13-11109-01-BR  
**PROJECT NO.:** To be determined  
**JOB NO.:** To be determined  
**FUNDING TYPE:** Phase I and II, Township Bridge Program (TBP)-Phase III STR-BR  
**EX. STR. NO.:** 019-5500 and 019-5501  
**COUNTY:** DeKalb  
**LA CONTACT:** Nathan Schwartz

### Project Understanding

Structure Number (S.N.) 019-5500 and 019-5501 are single span precast prestressed deck beam bridges, originally built in 1965. The existing structures carry South Paw Paw Road over the West Branch of Paw Paw Run Creek (019-5500) and the East Branch of Paw Paw Run Creek (019-5501). The structures have a sufficiency rating of less than 50 and are currently scheduled for replacement. Because Federal funds will be used for Phase III, Phase I and Phase II engineering will be performed according to the DEPARTMENT's Bureau of Local Roads (BLR) Manual.

Although the final scope of services will be defined in Phase I, the anticipated scope is an in-kind bridge replacement with minimal adjustments to the span length, profile and approach roadway.

### Project Approach

The project approach is based on the DEPARTMENT BLR Manual which identifies project deliverables. Following is a summary of items included in the proposed Scope of Services.

#### Administration

1. Develop monthly invoices and progress reports.
2. Track schedule and budget to attain the approved DEPARTMENT letting date.

#### Data Collection

1. Submit State Clearinghouse Project notification.
2. Obtain public and private utility atlases.
3. Obtain existing right-of-way and property limit data from the LA and DEPARTMENT.

4. Obtain existing drawings for the roadway and structure from the LA and DEPARTMENT.
5. Obtain accident data from the LA and DEPARTMENT.
6. Develop a mailing list of local agencies, utility companies, and private parties that may be affected by the project.
7. Obtain existing traffic counts from the LA and DEPARTMENT.
8. Obtain existing maintenance and flooding records from LA and DEPARTMENT.

#### Survey

1. Topographical and hydraulic surveys shall be provided by Claassen, White & Associates (CWA).
2. Topographical survey will be between approximately 1000 feet west of the west structure and the intersection of West Paw Paw Road and Gobel Road
3. The hydraulic survey will be along the West and East Branch of Paw Paw Run Creek. The hydraulic opening of the two downstream structures on Gobel Road will also be surveyed.
4. CWA will provide CONSULTANT with the microstation and geopak files.

#### Environmental Survey, Wetlands and Permitting

1. Prepare Environmental Survey Request Form (ESRF) and submit to DEPARTMENT for processing.
2. Prepare exhibits for ESRF (base map, aerial photography, etc.).
3. Provide a Level 1 and Level 2 screening for Special Waste. A Preliminary Environmental Site Assessment (PESA) is not included in the scope.
4. Prepare a joint permit application and provide necessary follow-up to obtain a Section 404 permit from the United States Army Corps of Engineers. It is anticipated the Section 404 permit will be the only permit required.
5. Perform a wetland delineation of the site and develop a wetland delineation report.
6. Assist the LA with a mitigation plan as necessary.

#### Public and Private Correspondence

1. Send letters to potential affected parties.
2. Assist the LA in corresponding with affected parties.

#### Hydraulic Analysis and Report—Form BLR 10210

1. Obtain existing records from the Federal Emergency Management Agency and the United States Geological Survey.
2. Observe existing upstream and downstream flooding conditions.
3. Develop natural, existing, and proposed HEC-RAS model for hydraulics at each bridge site.
4. Analyze proposed upstream and downstream impacts.

5. Develop existing and proposed scour analysis.
6. Identify possible changes to floodplain and determine compensatory storage requirements.
7. Develop existing and proposed Waterway Information Tables and required bridge opening.
8. Develop Preliminary Bridge and Hydraulic Report (Form BLR 10210) for DEPARTMENT and the LA review. Address review comments as required.

#### Abbreviated Bridge Condition Reports

1. Develop an Abbreviated Bridge Condition Report in accordance with DEPARTMENT's Bridge Condition Reports Procedures and Practices.
2. Develop a preliminary and final report.

#### Geotechnical Report

1. Geotechnical services shall be provided by Testing Services Corporation (TSC). CONSULTANT will correspond with TSC as necessary.
2. Four (4) structural borings, one at each abutment, will be taken in accordance with IDOT Geotechnical Manual.
3. TSC shall develop a Structural Geotechnical Report outlining recommendations for foundation design per AASHTO-LRFD requirements.
4. TSC will perform soil testing per Clean Construction Demolition Debris requirements.

#### Preliminary Design Study

1. Analyze vertical profile considering hydraulic opening and structural requirements.
2. Provide a barrier warrant analysis to determine the need of guardrail.
3. Review right-of-way needs for up to three options and prepare a land use exhibit as necessary.
4. Correspond with the LA and DEPARTMENT to determine a preferred option.
5. Develop plan and profile and typical sections for the preferred option.
6. Develop accident analysis and plot collision diagrams.
7. Perform pavement design following BLR procedures.

#### Plat Development

1. Prepare right-of-way plats and survey for up to two parcels by CWA.
2. Negotiation for land purchase and acquisition services shall be performed by the LA.

#### Project Development Report (Form BLR 22210)

Prepare draft and final report and exhibits. Processing of project is anticipated to be Categorical Exclusion, Group II.



Roadway Drawings

1. Prepare drawings in accordance with the DEPARTMENT's BLR Manual and the Bureau of Design and Environment Manual.

A preliminary list of anticipated drawings follows:

<u>Sheet Name</u>	<u>No. of Sheets</u>
Cover Sheet	1
General Notes, Index, and Standards	1
Summary of Quantities	2
Schedule of Quantities	1
Alignment, Ties, and Benchmarks	1
Typical Sections	1
Removal Plan	1
Plan and Profile	2
Grading Plan	2
Traffic Control/Detour Plan	1
Erosion and Sediment Control	2
Right-of-Way Plats	3
Details	2
District and County Standards	5
Cross Sections	5
Highway Standards	Inserted by DEPARTMENT Central Office

- a. It is anticipated the following pay items will be further detailed and summarized in the schedule of quantities: Earthwork, Erosion Control, Topsoil, Base Course, Pavement Removal, Prime Coat, Binder Course, Surface Course, Crack Control Treatment, Seeding, Removals, and Pavement Markings.
  - b. Plan and Profile sheets will be prepared at 1:20 scale. Sheets will show proposed roadway work, utilities, pavement markings, and drainage work.
  - c. Right-of-way plats shall be prepared by CWA and inserted into the drawings.
  - d. Traffic control drawings will be developed. Highway standards will be utilized for the road closure. A detour plan will be developed.
  - e. Highway standards will be listed in the Index of Sheets and inserted by DEPARTMENT Central Office.
  - f. Preliminary and final roadway plans will be developed.
2. Prepare quantities for roadway pay items. Include quantity calculations in accordance with the Bureau of Design and Environment and a list of pay items with quantities. Man-hours for Summary of Quantities and quantity calculations are estimated anticipating approximately 40 pay items.
  3. Assist the LA in communicating with utility companies.

### Structure Drawings

The proposed structures are anticipated to be a single span precast prestressed concrete (PPC) deck beam with a cast in place concrete wearing surface supported on stub abutments with steel piles. The design will be in accordance with Bureau of Bridges and Structures and AASHTO-LRFD 7th Edition requirements. During the Phase I process it will be determined if the same structure can be used at both locations. The bridge sheets listed below will be required for each bridge. However if sister structures can be used many of the sheets will be re-used with modifications for elevations and stationing. Based on the available information it appears that sister structures can be used and the scoped hours are based on the use of sister structures.

1. Prepare design calculations and quantity calculations for submittal.
2. Provide the following sheets for each bridge structure (preliminary list):

<u>Sheet Name</u>	<u>No. of Sheets</u>
General Plan and Elcvation	1
General Data	1
Top of Approach Slab Elevations	1
Superstructure (Plan and Cross Section)	1
Superstructure Details	1
Bridge Approach Slab Details	2
Bridge Railings Details	1
Box Beam Details	2
Abutment Details	2
Pile Details	1
Boring Logs	2
Existing Bridge GP&E	1

3. Develop prefinal and final drawings.

### Specifications and Estimates

1. Prepare and submit prefinal specifications, opinion of probable construction cost, and estimate of time.
2. Prepare and submit final specifications, opinion of cost (Form BLR 11510), and estimate of time (Form BDE 220A).

### Meetings

Attend up to two progress meetings with the LA and DEPARTMENT. Travel time necessary to attend the meetings is included.

Quality Control

Perform a quality control review at each milestone deliverable and throughout the project. Quality control review will be in accordance with CONSULTANT's Quality Control procedures and will include a constructability review of the prefinal plans.

**PAYROLL ESCALATION TABLE  
FIXED RAISES**

FIRM NAME  
PRIME/SUPPLEMENT

Strand Associates, Inc.  
Prime

DATE 09/03/14  
PTB NO. \_\_\_\_\_

CONTRACT TERM 10 MONTHS  
START DATE 9/15/2014  
RAISE DATE 7/1/2015

OVERHEAD RATE 159.16%  
COMPLEXITY FACTOR \_\_\_\_\_  
% OF RAISE 3.00%

**ESCALATION PER YEAR**

9/15/2014 - 7/1/2015

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10  
10

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

= 100.00%  
= 1.0000

**The total escalation for this project would be:**

0.00%











### AVERAGE HOURLY PROJECT RATES

FIRM Strand Associates, Inc.  
 PSB \_\_\_\_\_  
 PRIME/SUPPLEMENT Prime

DATE 09/03/14  
 SHEET 3 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Roadway Drawings (see break)			Structure Drawings (see break)			Specifications and Estimates			Meetings			Quality Control			Hours	% Part.	Wgtd Avg
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg			
Principal	67.58	2	0.90%	0.61	2	0.50%	0.34									2	6.67%	4.51	
Project Manager	54.57	4	1.80%	0.98	8	2.00%	1.09	2	12.50%	6.82	12	50.00%	27.29	28	93.33%	50.93			
Structural Engineer	51.33				310	77.50%	39.78	5	31.25%	16.04	12	50.00%	25.67						
Project Engineer	32.50	136	61.26%	19.91				5	31.25%	10.16									
Technician	28.67	80	36.04%	10.33	80	20.00%	5.73												
Clerical	25.59							4	25.00%	6.40									
TOTALS		222	100%	\$31.83	400	100%	\$46.94	16	100%	\$39.42	24	100%	\$52.95	30	100%	\$55.44	0	0%	\$0.00

**COMPANY NAME: Strand Associates, Inc.**
**PTB NUMBER:** \_\_\_\_\_

**TODAY'S DATE: 8/29/2014**

ITEM	ALLOWABLE	UTILIZE W.O. ONLY	QUANTITY J.S. ONLY	CONTRACT RATE	TOTAL
Per Diem (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00	\$0.00
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual cost (Up to state rate maximum)			\$0.00	\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00	\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum		480	\$0.54	\$259.20
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00	\$0.00
Vehicle Rental	Actual cost (Up to \$55/day)			\$0.00	\$0.00
Tolls	Actual cost			\$3.80	\$0.00
Parking	Actual cost			\$0.00	\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00	\$0.00
Shift Differential	Actual cost (Based on firm's policy)			\$0.00	\$0.00
Overnight Delivery/Postage/Courier Service	Actual cost (Submit supporting documentation)		1	\$309.00	\$309.00
Copies of Deliverables/Mylars (In-house) (8.5"x11")	Actual cost (Submit supporting documentation)		1,535	\$0.15	\$230.25
Copies of Deliverables/Mylars (In-house) (11" x 17")	Actual cost (Submit supporting documentation)		720	\$0.15	\$108.00
Copies of Deliverables/Mylars (In-house) (22"x34")	Actual cost (Submit supporting documentation)			\$0.30	\$0.00
Copies of Deliverables/Mylars (Outside)	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Project Specific Insurance	Actual cost			\$0.00	\$0.00
Monuments (Permanent)	Actual cost			\$0.00	\$0.00
Photo Processing	Actual cost			\$0.00	\$0.00
2-Way Radio (Survey or Phase III Only)	Actual cost			\$0.00	\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual cost			\$0.50	\$0.00
CADD	Actual cost (Max \$15/hour)		588	\$15.00	\$8,820.00
Web Site	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Advertisements	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Public Meeting Facility Rental	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Recording Fees	Actual cost			\$0.00	\$0.00
Transcriptions (specific to project)	Actual cost			\$0.00	\$0.00
Courthouse Fees	Actual cost			\$0.00	\$0.00
Storm Sewer Cleaning and Televising	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Traffic Control and Protection	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Aerial Photography and Mapping	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Utility Exploratory Trenching	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Testing of Soil Samples*	Actual cost			\$0.00	\$0.00
Lab Services*	Actual cost (Provide breakdown of each cost)			\$0.00	\$0.00
Equipment and/or Specialized Equipment Rental*	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Word Processing	Actual cost (Max \$16/hour)		186	\$16.00	\$2,976.00
Color Copies	Actual cost (Submit supporting documentation)		65	\$1.00	\$65.00
Survey Equipment	Actual cost			\$200.00	\$0.00
Digital Camera	Actual Cost			\$20.00	\$0.00
Telephone Usage	Actual Cost		150	\$0.50	\$75.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
				\$0.00	\$0.00
<b>TOTAL BIDDING COST</b>					<b>\$16,600.00</b>

*\*If other allowable costs are needed and not listed, please add in the above spaces provided.*
**LEGEND**

W.O. = Work Order

J.S. = Job Specific

DeKalb County  
 South Paw Paw Road  
 S.N. 019-5500 and 019-5501

MILEAGE	Description V=vehicle, T=trips, M=miles (one way)	Miles	Rate	Total	Total	Comments
				In House	Out House	
Administration			\$0.54		\$0.00	
Data Collection			\$0.54		\$0.00	
Survey			\$0.54		\$0.00	
Environmental Survey Request and Permitting	1V*2T*80M	160	\$0.54		\$86.40	
Public and Private Coordination			\$0.54		\$0.00	
Hydraulic Analysis and Report - BLR 10210			\$0.54		\$0.00	
Abbreviated Bridge Condition Report			\$0.54		\$0.00	
Geotechnical Report			\$0.54		\$0.00	
Preliminary Design Study			\$0.54		\$0.00	
Plat Development			\$0.54		\$0.00	
Project Development Report (BLR 5250)			\$0.54		\$0.00	
Roadway Drawings (see breakdown)			\$0.54		\$0.00	
Structure Drawings (see breakdown)			\$0.54		\$0.00	
Specifications and Estimates			\$0.54		\$0.00	
Meetings	1V*4T*80M	320	\$0.54		\$172.80	
Quality Control			\$0.54		\$0.00	
<b>SUBTOTAL</b>		<b>480</b>			<b>\$259.20</b>	

POSTAGE	Description	Rate	Total	Total	Comments
			In House	Out House	
Administration				\$84.00	12 Invoices at \$7/ea
Data Collection					
Survey					
Environmental Survey Request and Permitting				\$25.00	Permit Submittal
Public and Private Coordination					
Hydraulic Analysis and Report - BLR 10210				\$50.00	Two Mailings
Abbreviated Bridge Condition Report					
Geotechnical Report					
Preliminary Design Study					
Plat Development					
Project Development Report (BLR 5250)				\$50.00	Two Mailings
Roadway Drawings (see breakdown)				\$50.00	Two Mailings
Structure Drawings (see breakdown)				\$50.00	Two Mailings
Specifications and Estimates					
Meetings					
Quality Control					
<b>SUBTOTAL</b>				<b>\$309.00</b>	

XEROX	Description	# of Copies	Rate	Total	Total	Comments
				In House	Out House	
Administration		100	\$0.15	\$15.00		
Data Collection		20	\$0.15	\$3.00		
Survey			\$0.15	\$0.00		
Environmental Survey Request and Permitting		100	\$0.15	\$15.00		
Public and Private Coordination		20	\$0.15	\$3.00		
Hydraulic Analysis and Report - BLR 10210		400	\$0.15	\$60.00		
Abbreviated Bridge Condition Report		20	\$0.15	\$3.00		
Geotechnical Report		50	\$0.15	\$7.50		
Preliminary Design Study		50	\$0.15	\$7.50		
Plat Development			\$0.15	\$0.00		
Project Development Report (BLR 5250)		100	\$0.15	\$15.00		
Roadway Drawings (see breakdown)		100	\$0.15	\$15.00		
Structure Drawings (see breakdown)		100	\$0.15	\$15.00		
Specifications and Estimates		200	\$0.15	\$30.00		
Meetings		75	\$0.15	\$11.25		
Quality Control		200	\$0.15	\$30.00		
<b>SUBTOTAL</b>		<b>1,535</b>		<b>\$230.25</b>		

PRINTS / COPIES (11 X 17)	Description	# of Copies	Rate	Total In House	Total Out House	Comments
Administration			\$0.15	\$0.00		
Data Collection			\$0.15	\$0.00		
Survey			\$0.15	\$0.00		
Environmental Survey Request and Permitting		40	\$0.15	\$6.00		
Public and Private Coordination			\$0.15	\$0.00		
Hydraulic Analysis and Report - BLR 10210		50	\$0.15	\$7.50		
Abbreviated Bridge Condition Report			\$0.15	\$0.00		
Geotechnical Report			\$0.15	\$0.00		
Preliminary Design Study		50	\$0.15	\$7.50		
Plat Development		10	\$0.15	\$1.50		
Project Development Report (BLR 5250)		50	\$0.15	\$7.50		
Roadway Drawings (see breakdown)		200	\$0.15	\$30.00		
Structure Drawings (see breakdown)		200	\$0.15	\$30.00		
Specifications and Estimates			\$0.15	\$0.00		
Meetings		20	\$0.15	\$3.00		
Quality Control		100	\$0.15	\$15.00		
SUBTOTAL		720		\$108.00		

CADD	Description	# of Hours	Rate	Total In House	Total Out House	Comments
Administration			\$15.00	\$0.00		
Data Collection		20	\$15.00	\$300.00		
Survey			\$15.00	\$0.00		
Environmental Survey Request and Permitting		40	\$15.00	\$600.00		
Public and Private Coordination			\$15.00	\$0.00		
Hydraulic Analysis and Report - BLR 10210		80	\$15.00	\$1,200.00		
Abbreviated Bridge Condition Report			\$15.00	\$0.00		
Geotechnical Report			\$15.00	\$0.00		
Preliminary Design Study		30	\$15.00	\$450.00		
Plat Development			\$15.00	\$0.00		
Project Development Report (BLR 5250)		10	\$15.00	\$150.00		
Roadway Drawings (see breakdown)		150	\$15.00	\$2,250.00		
Structure Drawings (see breakdown)		250	\$15.00	\$3,750.00		
Specifications and Estimates			\$15.00	\$0.00		
Meetings			\$15.00	\$0.00		
Quality Control		8	\$15.00	\$120.00		
SUBTOTAL		588		\$8,820.00		

WQRD PROCESSING	Description	# of Hours	Rate	Total In House	Total Out House	Comments
Administration		30	\$16.00	\$480.00		
Data Collection			\$16.00	\$0.00		
Survey			\$16.00	\$0.00		
Environmental Survey Request and Permitting		20	\$16.00	\$320.00		
Public and Private Coordination			\$16.00	\$0.00		
Hydraulic Analysis and Report - BLR 10210		30	\$16.00	\$480.00		
Abbreviated Bridge Condition Report		8	\$16.00	\$128.00		
Geotechnical Report			\$16.00	\$0.00		
Preliminary Design Study			\$16.00	\$0.00		
Plat Development			\$16.00	\$0.00		
Project Development Report (BLR 5250)		20	\$16.00	\$320.00		
Roadway Drawings (see breakdown)		20	\$16.00	\$320.00		
Structure Drawings (see breakdown)		30	\$16.00	\$480.00		
Specifications and Estimates		12	\$16.00	\$192.00		
Meetings		8	\$16.00	\$128.00		
Quality Control		8	\$16.00	\$128.00		
SUBTOTAL		180		\$2,976.00		

<b>XEROX 2 (Color Copier)</b>	Description	# of Copies	Rate	Total In House	Total Out House	Comments
Administration			\$1.00	\$0.00		
Data Collection			\$1.00	\$0.00		
Survey			\$1.00	\$0.00		
Environmental Survey Request and Permitting		15	\$1.00	\$15.00		
Public and Private Coordination			\$1.00	\$0.00		
Hydraulic Analysis and Report - BLR 10210		20	\$1.00	\$20.00		
Abbreviated Bridge Condition Report			\$1.00	\$0.00		
Geotechnical Report			\$1.00	\$0.00		
Preliminary Design Study			\$1.00	\$0.00		
Plat Development			\$1.00	\$0.00		
Project Development Report (BLR 5250)		20	\$1.00	\$20.00		
Roadway Drawings (see breakdown)			\$1.00	\$0.00		
Structure Drawings (see breakdown)			\$1.00	\$0.00		
Specifications and Estimates			\$1.00	\$0.00		
Meetings		10	\$1.00	\$10.00		
Quality Control						
SUBTOTAL		65		\$65.00		

<b>MISC. EQ.</b>	Description	# of Days	Rate	Total In House	Total Out House	Comments
Administration						
Data Collection						
Survey						
Environmental Survey Request and Permitting						
Public and Private Coordination						
Hydraulic Analysis and Report - BLR 10210						
Abbreviated Bridge Condition Report						
Geotechnical Report						
Preliminary Design Study						
Plat Development						
Project Development Report (BLR 5250)						
Roadway Drawings (see breakdown)						
Structure Drawings (see breakdown)						
Specifications and Estimates						
Meetings						
Quality Control						
SUBTOTAL		0		\$0.00		

<b>Telephone Usage</b>	Description	# of Hours	Rate	Total In House	Total Out House	Comments
Administration			\$0.50	\$0.00		
Data Collection			\$0.50	\$0.00		
Survey		10	\$0.50	\$5.00		
Environmental Survey Request and Permitting			\$0.50	\$0.00		
Public and Private Coordination			\$0.50	\$0.00		
Hydraulic Analysis and Report - BLR 10210		20	\$0.50	\$10.00		
Abbreviated Bridge Condition Report			\$0.50	\$0.00		
Geotechnical Report			\$0.50	\$0.00		
Preliminary Design Study			\$0.50	\$0.00		
Plat Development			\$0.50	\$0.00		
Project Development Report (BLR 5250)		30	\$0.50	\$15.00		
Roadway Drawings (see breakdown)		30	\$0.50	\$15.00		
Structure Drawings (see breakdown)		30	\$0.50	\$15.00		
Specifications and Estimates			\$0.50	\$0.00		
Meetings		30	\$0.50	\$15.00		
Quality Control			\$0.50	\$0.00		
SUBTOTAL		150		\$75.00		

TOLLS	Description V=vehicle, T=trips (one way), P=Plazas	# of Tolls	Rate	Total		Comments
				In House	Out House	
Administration						
Data Collection						
Survey						
Environmental Survey Request and Permitting						
Public and Private Coordination						
Hydraulic Analysis and Report - BLR 10210						
Abbreviated Bridge Condition Report						
Geotechnical Report						
Preliminary Design Study						
Plat Development						
Project Development Report (BLR 5250)						
Roadway Drawings (see breakdown)						
Structure Drawings (see breakdown)						
Specifications and Estimates						
Meetings						
Quality Control						
SUBTOTAL					\$0.00	

SUMMARY	Description	Total		Comments
		In House	Out House	
				Totals
Administration		\$495.00	\$84.00	\$579.00
Data Collection		\$303.00	\$0.00	\$303.00
Survey		\$5.00	\$0.00	\$5.00
Environmental Survey Request and Permitting		\$956.00	\$111.40	\$1,067.40
Public and Private Coordination		\$3.00	\$0.00	\$3.00
Hydraulic Analysis and Report - BLR 10210		\$1,777.50	\$50.00	\$1,827.50
Abbreviated Bridge Condition Report		\$131.00	\$0.00	\$131.00
Geotechnical Report		\$7.50	\$0.00	\$7.50
Preliminary Design Study		\$465.00	\$0.00	\$465.00
Plat Development		\$1.50	\$0.00	\$1.50
Project Development Report (BLR 5250)		\$527.50	\$50.00	\$577.50
Roadway Drawings (see breakdown)		\$2,630.00	\$50.00	\$2,680.00
Structure Drawings (see breakdown)		\$4,290.00	\$50.00	\$4,340.00
Specifications and Estimates		\$222.00	\$0.00	\$222.00
Meetings		\$167.25	\$172.80	\$340.05
Quality Control		\$293.00	\$0.00	\$293.00
TOTAL		\$12,274.25	\$568.20	\$12,842.45



**TESTING SERVICE CORPORATION**

*Corporate Office:*

360 S. Main Place, Carol Stream, IL 60108-2404  
630.462.2600 • Fax 630.653.2988

*Local Office:*

660 D. Peace Road • DeKalb, Illinois 60115  
815.748.2100 • Fax: 815.748.2110

August 28, 2014

Mr. Anthony Standish, P.E., S.E.  
Strand Associates, Inc.  
1170 South Houbolt Road  
Joliet, Illinois 60431

Re: TSC Proposal Number 53,404R  
Proposed Bridge Replacements  
South Paw Paw Road over Paw Paw Creek  
DeKalb County, Illinois

Dear Mr. Standish:

Testing Service Corporation (TSC) is pleased to submit this proposal to provide Geotechnical Engineering Services for the above captioned project. It addresses the Geotechnical Investigation for the replacement of two (2) South Paw Paw Road bridges over Paw Paw Creek in DeKalb County, Illinois.

**Proposed Project:**

Our understanding of existing site conditions and the proposed construction are as follow:

- The two (2) bridges are on South Paw Paw Road between Goble Road on the east and East Paw Paw Road on the west.
- The existing bridges consists of single span structures carrying 2 lanes of traffic. They are supported by timber piles.
- The new structures are anticipated to be single span and 51-foot long. They are anticipated to be supported by H Piles or metal shell, CIP Piles.
- It is understood that a Factored Resistance Available of 180 kips is desired for the piles.

**Scope of Work:**

Following is a summary of the proposed boring program for this project:

- Four (4) structure borings will be drilled, one for each of the bridge abutments. Geologic maps indicate that the bedrock surface is at a depth of about 300 feet. Soil deposits appear to consist of glacial till of the Wedron Formation in this area. For the purposes of this cost proposal, boring depths of 75 feet have been estimated for the structure borings.
- A performance of an Illinois Environmental Protection Agency (IEPA) Land Pollution Control Form LPC 663 evaluation is also being proposed as an optional service.

TSC will utilize personnel trained in layout procedures to stake the borings in the field. Boring elevations will be determined by differential leveling techniques, referenced to existing centerline or another convenient benchmark. Utility clearance for the borings will be obtained by contacting JULIE (Joint Utility Locating Information for Excavators); secondary and private underground utility lines will have to be marked by DeKalb County or their agents.

The drilling and sampling procedures are to be in accordance with IDOT structure boring criteria. Soil samples will be obtained by standard split-spoon (ASTM D 1586) methods according to the Standard Penetration Test (SPT). Structure boring will be sampled at 2½ foot intervals for the first 30 feet, and will not exceed 5 foot intervals below this level. Representative portions of samples will be sealed, packaged and transported to our laboratory. Groundwater observations will also be made during drilling. Unconfined compressive strength values for cohesive samples will be determined in the field (or in the TSC lab) using a modified Rimac spring tester for the structure borings. The structure borings for the bridge will also be grouted upon completion.

**Assumptions for Permits and Traffic Control:**

It is assumed that IDOT or County permit will not be required. Traffic control will be in accordance with the latest edition of the Manual for Uniform Traffic Control Devices.

**Laboratory Testing:**

Samples retained from the borings will be examined by laboratory personnel to verify field descriptions and to estimate soil classifications in accordance with the AASHTO Soil Classification System. Laboratory testing will include moisture content determinations, as well as actual measurements of unconfined compressive strength on representative samples of native clay. Soil classification tests will be performed on representative subgrade samples to verify visual classifications. Other tests deemed to be necessary by TSC's Project Engineer may also be recommended for approval. Representative samples will also be tested for Atterberg limits and/or grain size analysis in accordance with IDOT procedures.

**Report of Data Obtained:**

**Geotechnical Work**

Upon completion of sampling and testing, you will receive Structural Geotechnical Report (SGR), summarizing field and laboratory test data, including computer generated boring logs and location plan. It will summarize field and laboratory test data, including computer generated boring logs and boring location plan. The report will address anticipated soil and groundwater conditions impacting the bridge replacement, based upon the information obtained from the structure borings. The SGR will also provide recommendations to guide design and specification preparation pertaining to the new foundations (per LRFD code), including recommendations for piling type, size and length. Performance of global slope stability analysis is not anticipated to be necessary for these bridges.

**Environmental Soil Sampling and Analytical Laboratory Analyses for LPC-663 Including a Potentially Impacted Property (PIP) Evaluation**

**STEP ONE: Potentially Impacted Property (PIP) Evaluation**



TSC will evaluate current Federal and State environmental agency records for the site by obtaining a Radius Map Report from Environmental Data Resources, Inc. (EDR). Review of the Radius Map Report assists in identifying potential contamination sources from the project site as well as nearby properties which may cause it to be considered a Potentially Impacted Property (PIP). TSC will also perform a reconnaissance to evaluate the site and surrounding area for evidence of the use or release of hazardous substances or petroleum products.

It is considered likely that the Radius Map Report will identify the project site as a PIP. Therefore, it is assumed that additional analytical testing and analysis will be required in order to determine if the soils at the site can be accepted at a Clean Construction and Demolition Debris/Uncontaminated Soil Fill Operation (CCDD/USFO) facility. However, if not identified as a PIP only pH testing will be required in connection with IEPA Form LPC-662.

#### **STEP TWO: LPC 663 Analytical Testing and Analysis**

If possible we recommend that the CCDD/USFO facility destination to be used for a particular project be contacted to verify that the analytical parameters proposed will be sufficient. The Radius Map Report will also be used in determining the analytical parameters required for the LPC-663. The objectives of the Study are to determine whether the associated analytical analysis provides a basis for TSC to sign IEPA Form LPC-663, Uncontaminated Soil Certification by Licensed Professional Engineer.

For uncontaminated soil including uncontaminated soil mixed with clean construction or demolition debris (CCDD) to be accepted at a CCDD fill operation, it must be certified to be uncontaminated soil in accordance with Section 22.51(f)(2)(B) of the Environmental Protection Act [415 ILCS 5/22.51(f)(2)(B)]. For uncontaminated soil to be accepted at an uncontaminated soil fill operation (USFO) it must be certified to be uncontaminated soil in accordance with Section 22.51a(d)(2)(B) of the Environmental Protection Act [415 ILCS 5/22.51a(d)(2)(B)]. These certifications must be made by a licensed professional engineer or geologist (PE/PG) using the attached Form LPC-663 when the soil is removed from a site.

Soil samples are to be collected from zones to be excavated as part of the proposed site improvements. Immediately upon removing the soil from the sampler, a representative portion will be placed in a clean glass sample jar and kept cool for possible analytical testing. A second portion will be broken up to maximize surface area and placed in a separate clean jar which is covered with an aluminum foil liner. A headspace analysis will be performed on the second samples, i.e. a photo-ionization detector (PID) used to check for the presence of volatile organic vapors.

**The number of test samples and the parameters of the analytical testing will be based upon the Potentially Impacted Property evaluation.** For proposal purposes, it is assumed that two (2) test samples (One From Each Bridge Location) will be analyzed for volatile organic compounds (VOCs), semi-volatile organic compounds (SVOCs), Total RCRA Metals and pH. This list incorporates the analytical parameters which are acceptable to some, although not all, local CCDD/USFO facilities.

Additional or less analytical testing may be dictated by the results of the PIP and headspace analysis. You will be notified of any changes involving additional costs. The test results will be compared to Maximum Allowable Concentrations of Chemical Constituents in Uncontaminated Soil Used as Fill Material At Regulated Fill Operations as presented in 35 IAC 1100.Subpart F. If

analysis of all chemical constituent included on the MAC list is desired, the analysis of additional TAL Metals, Pesticides, Herbicides, Chloride, Nitrate, Cyanide, Fluoride and Sulfate may be performed at additional costs as noted in our Cost Estimate.

A summary report will be prepared which describes the sampling procedures followed and presents results of the analytical testing. If all analytical results meet their respective MACs, Form LPC-663 will be filled out and signed by a Licensed Professional Engineer or Geologist. The report will be included as an attachment to it.

Please note that our signing of Form LPC-663 is contingent upon all constituents meeting their respective MACs. If any constituent exceeds the MACs, the Licensed Professional Engineer or Geologist will not be able to certify the soil as uncontaminated.

It should be noted that if one or more total metals concentrations exceed their respective MAC, additional analysis of the TCLP or SPLP extract may be performed for those metals. In accordance with 35IAC1100.610(b)(3)(C), as an alternative to the MAC value, compliance verification may be determined by comparing soil sample extraction results by TCLP or SPLP to the respective TACO Class 1 Soil Component of the Groundwater Ingestion Exposure Route Objective in 35IAC742 Appendix B, Table A. TSC will recommend this additional analysis be performed if all other parameters with the exception of the metal(s) meet the MACs.

*If the analytical results exceed the MACs or TACO Objective which prevent certification of the soil as uncontaminated, additional analysis may be required in connection with disposal of the soil at a Subtitle-D landfill. There will most likely be an additional charge for associated consulting, analytical testing and completion of the waste profile.*

#### **Fees and Scope:**

To provide the Geotechnical Study outlined above, TSC is proposing a budget amount of **Seventeen Thousand Three Hundred Dollars (\$17,300.00)**. This budget is based on the understanding that the work can be performed during standard weekdays with at least 8 hours allowed per day. Our fee is further subject to the work performed in the 2014 or 2015 calendar year.

**PIP EVALUATION AND LPC-663 ANALYSIS:** In accordance with the Cost Estimate attached, TSC is estimating an additional optional lump sum amount of up to Three Thousand Fifty Dollars (\$3,050.00) to provide the PIP Evaluation and LPC-663 Analysis.

Please note the PIP Evaluation and LPC-663 Analysis work will be performed under a separate TSC job number and that this portion of work on the project will also include a separate invoice.

Should the study reveal unexpected subsurface conditions requiring a change in scope, you will be contacted before we proceed with further work. Our invoice would then be based on the unit rates given in the attached Cost Estimate or as otherwise agreed upon. Please note that our quoted fee does not include plan review, excavation, fill, earthwork, footing or foundation observations during construction phases of the project. The project budget should include provision for these services. Consultation, preconstruction meetings or other professional services subsequent to delivery of TSC's report are additional services that will be covered by separate invoice.

The Illinois Department of Labor (IDOL) has taken the position that Core Drilling/Soil Testing is a covered activity under the Illinois Prevailing Wage Act (IPWA). This project, along with all other

transportation and infrastructure related projects is now under the guidelines of IPWA enforcement. The unit prices provided in the attached fee schedule are meant to comply with the IPWA, and therefore should be in agreement with the position taken by the IDOL.

**Closure:**

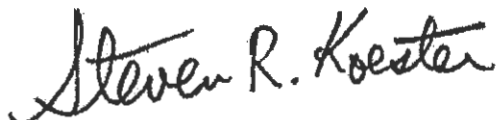
Unless stated otherwise, TSC fees include all state and federal taxes and permits that may be required; however, they do not include any license, permits or bond fees that local governments may impose. The local fees, if any, will be added to the invoice. Unless we receive written instructions to the contrary, invoices will be sent to:

Mr. Anthony Standish, P.E., S.E.  
Strand Associates, Inc.  
1170 South Houbolt Road  
Joliet, Illinois 60431  
Phone: 815.744.4200  
Fax: 815.744.4215  
e-mail: [tony.standish@strand.com](mailto:tony.standish@strand.com)

Your consideration of our proposal is appreciated. We look forward to being of service to you on this project.

Respectfully submitted,

TESTING SERVICE CORPORATION



Steven R. Koester, P.E.  
Vice President

SRK/jt

Enc. Cost Estimate  
Project Data Sheet  
LPC-663 Form

**COST ESTIMATE**  
*Proposed Bridge Replacements*  
South Paw Paw Road over Paw Paw Creek  
DeKalb County, Illinois  
P.N. 53,404

ITEM	UNITS	QTY	RATE	COST
<b>STAKING AND UTILITY CLEARANCE</b>				
1.1	Layout Person to Mark Boring Locations, Obtain Surface Elevations and/or Arrange for Clearance of Underground Utilities	Lump Sum	1.0	300.00 \$ 300.00
1.2	Permits, Bonds and Other Direct Charges	Cost + 10%	0.0	0.00 \$ 0.00
<b>DRILLING AND SAMPLING</b>				
DRILL RIG AND CREW				
2.1	Drill Mounted on All-Terrain Vehicle-daily charge- includes Prevailing Wage- 0 to 10 hours per day.	Each	4.0	3,150.00 \$ 12,600.00
BACKFILL BOREHOLES WITH BENTONITE GROUT OR CHIPS				
2.2	Small Diameter Hole (< 4½")	Feet	300.0	2.00 \$ 600.00
2.3	Large Diameter Hole (> 4½")	Feet	0.0	4.00 \$ 0.00
ROCK CORING				
2.4	Set-up Charge (Includes Casing to 40 Feet)	Each	0.0	500.00 \$ 0.00
2.5	Set Casing Below 40 Feet	Foot	0.0	16.00 \$ 0.00
2.6	Core with NX Size Barrel	Foot	0.0	61.00 \$ 0.00
DRILL RIG WITH 2-MAN CREW (Travel, Standby or Obstruction Time- includes Prevailing Wage)				
2.7	Regular Time (Up to 8.0 Hours per Day)	Hour	0.0	365.00 \$ 0.00
2.8	Overtime (Over 8.0 Hours or Saturday)	Hour	0.0	400.00 \$ 0.00
<b>GROUNDWATER MONITORING WELLS</b>				
3.1	Install 2" PVC Piezometer, 15-25 Foot Depth (Time and Materials)	Each	0.0	675.00 \$ 0.00
3.2	Well Protector/Flush Mount or 4" x 5' Steel	Each	0.0	125.00 \$ 0.00
3.3	Geologist to Develop and Read Wells	Hour	0.0	110.00 \$ 0.00
<b>LABORATORY TESTING</b>				
4.1	Examine Samples to Describe by Textural System and Classify Using the Unified Soil Classification System	Each	88.0	4.00 \$ 352.00
4.2	Water Content Determination (Includes Pocket Penetrometer Reading on Cohesive Samples)	Each	79.0	7.00 \$ 553.00

Bridge Replacements - DeKalb County, Illinois  
P.N. 53,404R - August 28, 2014

ITEM		UNITS	QTY	RATE	COST
4.3	Unconfined Compressive Strength of Cohesive Soils (or Torvane Shear Strength Measurement)	Each	16.0	14.00	\$ 224.00
4.4	Dry Unit Weight Determination	Each	4.0	7.00	\$ 28.00
4.5	Atterberg Limit Determinations	Each	0.0	100.00	\$ 0.00
4.6	Sieve Analysis with #200 Wash	Each	0.0	90.00	\$ 0.00
4.7	Sieve Analysis with Hydrometer	Each	1.0	130.00	\$ 130.00
4.8	Consolidation Test	Each	0.0	600.00	\$ 0.00
4.9	Modified Proctor Test	Each	0.0	190.00	\$ 0.00
4.10	Loss-On-Ignition (Organic Content)	Each	0.0	45.00	\$ 0.00
<b>SEISOPT REMI TESTING</b>					
5.1	Measure Average Soil Shear Wave Velocity to 100' in Depth by SeisOpt ReMi Method (Used to Determine IBC Site Class for Seismic Design)	Each	0.0	1,000.00	\$ 0.00
<b>ENGINEERING SERVICES</b>					
6.1	Prepare Geotechnical Report with Boring Logs and Location Plan	Lump Sum	1.0	2,000.00	\$ 2,000.00
6.2	Geotechnical Engineer to Perform Special Calculations or Run Slope Stability Analyses	Hour	0.0	120.00	\$ 0.00
6.3	Senior Engineer to Consult or Attend Project Meetings, or revise report after review by government agencies	Hour	3.0	160.00	\$ 480.00
<b>ESTIMATED TOTAL:</b>					<b>\$ 17,267.00</b>
<b>RECOMMENDED BUDGET:</b>					<b>\$ 17,300.00</b>

**COST ESTIMATE -OPTIONAL ADDITIONAL SERVICE  
PIP EVALUATION AND LPC-663 ANALYSIS**

ITEM	UNITS	QTY	RATE	COST	
<b>STEP ONE: PIP EVALUATION RECORDS REVIEW, SITE RECONNAISSANCE, PIP DETERMINATION</b>					
1.1	Obtain EDR Radius Map Report , Review of Radius Map Report, Site Reconnaissance and PIP Evaluation	Lump Sum	1	1,000.00	\$ 1,000.00
1.2	If Site is Not Identified as PIP - Perform pH Testing and Prepare IEPA Form LPC - 662 for Owner Signature	Lump Sum	0	500.00	\$ 0.00
<b>STEP TWO: LPC 663 ANALYTICAL TESTING AND REPORTING</b>					
2.1	VOCs, SVOCs,, total RCRA metals and pH	Each	2	634.00	\$ 1,268.00
2.2	TCLP/SPLP Analysis of Metals which exceed MACs, if required. (Cost dependent on specific metals analyzed)	Each	0	\$100 Extraction + \$18/metal	\$ 0.00
2.3	Analytical testing for TAL metals not included in RCRA list, pesticides, herbicides, chloride, nitrate, cyanide, fluoride, and sulfate, required at some CCDD/USFO facilities	Each	0	868.00	\$ 0.00
2.4	Environmental Personnel to Screen & Prepare Samples	Each	2	120.00	\$ 240.00
2.5	Use of Photolonization Detector	Day	0.5	100.00	\$ 50.00
2.6	Environmental Data Review, Prepare Summary Report with Form LPC-663 signed by PE if Uncontaminated	Lump Sum	1	500.00	\$ 500.00
				<b>ESTIMATED TOTAL:</b>	<b>\$ 3,058.00</b>
				<b>RECOMMENDED BUDGET:</b>	<b>\$ 3,050.00</b>



## **Claassen, White & Associates, P.C.**

LAND SURVEYORS

121 Airport Drive, Unit I, Joliet, Illinois 60431  
(815) 744-3720 office (815) 744-3752 fax  
[claassenwhite@cwasurevey.com](mailto:claassenwhite@cwasurevey.com)

DBE & WBE certified  
IDOT prequalified in Special Services (Surveying)

RHONDA J. WHITE, PLS  
President

DAVID A. CLAASSEN, PLS  
Vice-President

August 29, 2014

Strand Associates, Inc.  
1170 South Houbolt Road  
Joliet, Illinois 60436

Attn: Anthony J. Standish, P.E., S.E

Re: Bridge Survey at Paw Paw Road (2 locations)  
Hydro Survey and Roadway Topo  
DeKalb County, Earlville, IL

### Scope of Work- Survey Services

All procedures per IDOT guidelines and specifications.

- Set and Tie approximately 4 Primary Control Points referenced to NGS control NAD83(2011) State Plane Coordinates per RTK GPS methods.
- Vertical Control (NAVD 88 Datum) per Digital leveling.
- Hydro survey of 2 locations crossing Paw Paw Road per provided exhibit. Survey to be 1000 feet in each direction of Paw Paw Road. 8 cross sections per stream. Sections will be 400 feet long and will be located at bridge face, at ROW line, at 500' and at 1000'. Additional locations of creek will be located where there is significant bends to show water course.
- Supply the nearest upstream and downstream bridge structure data. Detailed measurements of the bridge openings accompanied with photographs. No additional survey will be performed at these locations. Geographic locations will be scaled by aerial photography.
- Bridge Survey of both bridge structures at Paw Paw Road.
- Roadway Survey 1000' west of the westerly bridge to the intersection of Goble Road, right of way to right of way (66' corridor).
- Establish existing Right of Way lines and centerline alignment.
- Create a Microstation 3d base drawing with cross section data and control.

#### Final Deliverables:

- Microstation dgn 3d base file with creek data and control points.
- All field notes, Documents, Records, Survey data and Survey Control Report.

## COST PLUS FIXED FEE COST ESTIMATE OF CONSULTANT SERVICES

FIRM Claassen, White & Assoc.  
 IDOT NO. \_\_\_\_\_  
 PRIME/SUPPLEMENT Prime  
 PROJECT NO. Paw Paw Road Bridge Surveys

OVERHEAD RATE 107.58%  
 COMPLEXITY FACTOR 0

DF-824-034  
 DATE 10/29/14 REV 10/29/14

DBE DROP BOX	ITEM	MANHOURS	PAYROLL	OVERHEAD & FRINGE BENF	IN-HOUSE DIRECT COSTS	FIXED FEE	Outside Direct Costs	SERVICES BY OTHERS	DBE TOTAL	TOTAL	% OF GRAND TOTAL
		(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(B-G)	
	1. QA/QC	2	68.40	73.58	0.00	25.31				167.29	1.2980%
	2. Administration	4	153.70	165.35	0.00	56.87				375.92	2.9167%
	3. Field Survey	132	3,775.20	4,061.36	455.00	1,396.82				9,688.38	75.1695%
	4. Office Survey	39	1,086.40	1,168.75	0.00	401.97				2,657.12	20.6158%
	Subconsultant DL					0.00				0.00	0.00%
	<b>TOTALS</b>	177	5,083.70	5,469.04	455.00	1,880.97	0.00	0.00	0.00	<b>12,888.71</b>	<b>100.00%</b>

DBE 0.00%



### AVERAGE HOURLY PROJECT RATES

FIRM Claassen, White & Assoc.

PTB \_\_\_\_\_

DATE 08/29/14

PRIME/SUPPLEMENT Prime

PROJECT NO. Paw Paw Road Bridge Surveys

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			1. QA/QC			2. Administration			3. Field Survey			4. Office Survey			Hours	% Part.	Wgtd Avg
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg			
Land Surveyor (S4)	44.90	5	2.82%	1.27	0			3	75.00%	33.68	0			2	5.13%	2.30			
Land Surveyor (S2)	34.20	81	45.76%	15.65	2	100.00%	34.20	0			66	50.00%	17.10	13	33.33%	11.40			
Technician (T8)	30.00	0			0			0			0			0					
Technician (T5)	23.00	90	50.85%	11.69	0			0			66	50.00%	11.50	24	61.54%	14.15			
		0			0			0			0			0					
		0			0			0			0			0					
Office Tech (OT2)	22.00	0			0			0			0			0					
Administration (A2)	19.00	1	0.56%	0.11	0			1	25.00%	4.75	0			0					
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<b>TOTALS</b>		177	100%	\$28.72	2	100%	\$34.20	4	100%	\$38.43	132	100%	\$28.60	39	100%	\$27.86	0	0%	\$0.00

## Scope of Services

Stream Survey	Client : Strand : (DeKalb County) PTB/ Item : IDOT Job No. : Work Order : Route : Paw Paw Road Limits : Bridge Surveys IDOT Project No. : Consultant : Claassen, White & Associates, P.C. CWA Job Number : 6168 Date : August 29, 2014																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
Item 1	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Quality Control / Quality Assurance</th> <th style="width: 65%;">Man-hours</th> <th style="width: 5%;">Total</th> </tr> </thead> <tbody> <tr> <td>1.1 QA/QC Meetings</td> <td></td> <td></td> </tr> <tr> <td>1.2 Checking Computations</td> <td></td> <td></td> </tr> <tr> <td>1.3 Checking Plats</td> <td></td> <td></td> </tr> <tr> <td>1.4 Checking Legal Descriptions</td> <td></td> <td></td> </tr> <tr> <td>1.5 Checking Data</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td>Sub-total</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> </tbody> </table>	Quality Control / Quality Assurance	Man-hours	Total	1.1 QA/QC Meetings			1.2 Checking Computations			1.3 Checking Plats			1.4 Checking Legal Descriptions			1.5 Checking Data	2	2										Sub-total	2	2																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
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## Scope of Services

Client	:	Strand (DeKalb County)
PTB/ Item	:	
IDOT Job No.	:	
Work Order	:	
Route	:	Paw Paw Road
Limits	:	Bridge Surveys
IDOT Project No.	:	
Consultant	:	Claassen, White & Associates, P.C.
CWA Job Number	:	6168
Date	:	August 29, 2014

Item 2	Administration	Man-hours														Total																					
	2.1 Project Management Meetings																2																				
	2.2 Daily Project Management	2															2																				
	2.3 Billings	1															1																				
	2.4 Prepare Transmittals														1		1																				
	2.5 General Office (copies, typing, etc.)																																				
Sub-total	Administration	3															4																				
		Land Surveyor (S4)		Land Surveyor (S3)		Land Surveyor (S2)		Land Surveyor (S1)		Technician (T8)		Technician (T7)		Technician (T6)		Technician (T5)		Technician (T4)		Technician (T3)		Technician (T2)		Technician (T1)		Office Technician (OT3)		Office Technician (OT2)		Office Technician (OT1)		Administration (A3)		Administration (A2)		Administration (A1)	

Scope of Services

Note: All travel time built in.	Client	: Strand
		: (DeKalb County)
	PTB/ Item	:
	IDOT Job No.	:
	Work Order	:
	Route	: Paw Paw Road
	Limits	: Bridge Surveys
	IDOT Project No.	:
	Consultant	: Claassen, White & Associates, P.C.
	CWA Job Number	: 6168
Date	: August 29, 2014	

Item 3	Field Survey	Man-hours											Total						
3.1	Preliminary Field Reconnaissance - TOTAL																		
3.1.1	Reconnaissance of Horizontal Control																		
3.1.2	Reconnaissance of Vertical Control																		
3.1.3	Reconnaissance of Section Corners																		
3.1.4	Reconnaissance of Property Monumentation																		
3.2	Horizontal Control - TOTAL																		
3.2.1	Static GPS																		
3.2.2	VRS/RTK / Set Control / Traverse Layout				9												9		
3.2.3	Conventional Traverse																		
3.3	Vertical Control - Bench Circuit - TOTAL				9												9		
3.4	Topography - TOTAL																		
3.4.1	Bridge and Road Survey/Topography				24												24		
3.4.2	Level Down Creek Bed																		
3.4.3	Creek Cross Sections/Hydro Survey				24												24		
3.4.4	Clearing Brush/Trees for survey																		
3.4.5	Items in Take and Easement Areas																		
3.5	Bridges - (Scanning & Traditional)																		
3.6	Drainage Structures - TOTAL																		
3.7	Survey - TOTAL																		
3.7.1	Locate Section Corners																		
3.7.2	Locate Monumentation																		
3.7.3	Stake Boundary																		
3.7.4	Set Proposed Berntsen Monument																		
3.8	Centerline Alignment - TOTAL																		
3.8.1	Establish Centerline																		
3.8.2	Reestablish Centerline																		
3.8.3	Stake Centerline																		
3.8.4	Centerline Stationing																		
3.9	Ties - TOTAL																		
3.9.1	Control Points																		
3.9.2	Centerline Ties																		
3.9.3	Section Corner Monument Ties																		
3.9.4	Proposed Right of Way Monument Ties																		
Sub-total	Field Survey				66												66		
		Land Surveyor (S4)	Land Surveyor (S3)	Land Surveyor (S2)	Land Surveyor (S1)	Technician (T8)	Technician (T7)	Technician (T6)	Technician (T5)	Technician (T4)	Technician (T3)	Technician (T2)	Technician (T1)	Office Technician (OT3)	Office Technician (OT2)	Office Technician (OT1)	Administration (A3)	Administration (A2)	Administration (A1)

## Scope of Services

Client : Strand  
 (DeKalb County)  
 PTB/ Item :  
 IDOT Job No. :  
 Work Order :  
 Route : Paw Paw Road  
 Limits : Bridge Surveys  
 IDOT Project No. :  
 Consultant : Claassen, White & Associates, P.C.  
 CWA Job Number : 6168  
 Date : August 29, 2014

Item 4	Office Survey	Man-hours										Total							
	<b>4.1 Research - TOTAL - Recorder's Office</b>			1										1					
	4.1.1 Set up Parcel files																		
	4.1.2 Evaluate Received Information																		
	4.1.3 Order Necessary Documentation																		
	<b>4.2 Computations - TOTAL</b>																		
	4.2.1 Centerline Alignment			4										4					
	4.2.2 Section Lines																		
	4.2.3 Boundary Lines																		
	4.2.4 Existing Right of Way Lines			4										4					
	4.2.5 Parcel Computation w/Reports																		
	4.2.6 Proposed Right of Way Lines																		
	4.2.7 Calculate Inverts																		
	<b>4.3 Data Management - TOTAL</b>			4										4					
	4.3.1 Data Downloading/ASCII files																		
	4.3.2 GPS Processing																		
	4.3.3 SCAN DATA Processing																		
	4.3.4 Level Note Reduction / Processing																		
	4.3.5 General Data Management																		
	<b>4.4 Plats/CAD - TOTAL</b>																		
	4.4.1 Plats of Highway/Easement																		
	4.4.2 Centerline Alignment Plat																		
	4.4.3 Centerline Tie Sheet																		
	4.4.4 Proposed ROW Tie Sheet																		
	4.4.5 Monument Records																		
	4.4.6 Utilities																		
	4.4.7 Cover Sheet																		
	4.4.8 Topography/Overall Base Mapping							24						24					
	<b>4.5 Legal Descriptions - TOTAL</b>																		
Sub-total	Office Survey			13				24						37					
		Land Surveyor (S4)	Land Surveyor (S3)	Land Surveyor (S2)	Land Surveyor (S1)	Technician (T8)	Technician (T7)	Technician (T6)	Technician (T5)	Technician (T4)	Technician (T3)	Technician (T2)	Technician (T1)	Office Technician (OT3)	Office Technician (OT2)	Office Technician (OT1)	Administration (A3)	Administration (A2)	Administration (A1)





**Claassen, White & Associates, P.C.**

LAND SURVEYORS

121 Airport Drive, Unit 1, Joliet, Illinois 60431

(815) 744-3720 office (815) 744-3752 fax

[claassenwhite@cwasurevey.com](mailto:claassenwhite@cwasurevey.com)

DBE & WBE certified

IDOT prequalified in Special Services (Surveying)

RHONDA J. WHITE, PLS  
President

DAVID A. CLAASSEN, PLS  
Vice-President

August 29, 2014

Strand Associates, Inc.  
1170 South Houbolt Road  
Joliet, Illinois 60436

Attn: Anthony J. Standish, P.E., S.E

Re: Bridge Survey at Paw Paw Road (2 locations)  
Easement/ROW Preparation  
DeKalb County, Earlville, IL

Scope of Work- Plat Services

All procedures per IDOT guidelines and specifications.

- Prepare a Plat of Easement and or Plat of Highway for each bridge location along with Legal Descriptions.

Final Deliverables:

- Microstation dgn base file with survey data and control points.
- 2 Plats of Easement with Legal Descriptions.

## COST PLUS FIXED FEE COST ESTIMATE OF CONSULTANT SERVICES

DF-824-034  
REV 10/29/14

**FIRM** Claassen, White & Assoc.  
**IDOT NO.** \_\_\_\_\_  
**PRIME/SUPPLEMENT** Prime  
**PROJECT NO.** Paw Paw Road Bridge Surveys

**OVERHEAD RATE** 107.58%  
**COMPLEXITY FACTOR** 0

**DATE** \_\_\_\_\_

DBE DROP BOX	ITEM	MANHOURS (A)	PAYROLL (B)	OVERHEAD & FRINGE BENF (C)	IN-HOUSE DIRECT COSTS (D)	FIXED FEE (E)	Outside Direct Costs (F)	SERVICES BY OTHERS (G)	DBE TOTAL (H)	TOTAL (B-G)	% OF GRAND TOTAL
	1. QA/QC	2	68.40	73.58	0.00	25.31				167.29	5.0313%
	2. Administration	1	44.90	48.30	0.00	16.61				109.82	3.3027%
	3. Field Survey	18	514.80	553.82	0.00	190.48				1,259.10	37.8669%
	4. Office Survey	26	731.40	786.84	0.00	270.62				1,788.86	53.7992%
	Subconsultant DL					0.00				0.00	0.00%
	<b>TOTALS</b>	47	1,359.50	1,462.55	0.00	503.02	0.00	0.00	0.00	3,325.07	100.00%

DBE 0.00%

PREPARED BY THE AGREEMENTS UNIT

Printed 8/29/2014 12:29 PM



### AVERAGE HOURLY PROJECT RATES

FIRM Claassen, White & Assoc.

PTB \_\_\_\_\_

PRIME/SUPPLEMENT Prime

PROJECT NO. Paw Paw Road Bridge Surveys

DATE 08/29/14

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			1. QA/QC			2. Administration			3. Field Survey			4. Office Survey			Hours	% Part.	Wgtd Avg
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg			
Land Surveyor (S4)	44.90	3	6.38%	2.87	0			1	100.00%	44.90	0			2	7.69%	3.45			
Land Surveyor (S2)	34.20	19	40.43%	13.83	2	100.00%	34.20	0			9	50.00%	17.10	8	30.77%	10.52			
Technician (T8)	30.00	0			0			0			0			0					
Technician (T5)	23.00	25	53.19%	12.23	0			0			9	50.00%	11.50	16	61.54%	14.15			
		0			0			0			0			0					
		0			0			0			0			0					
Office Tech (OT2)	22.00	0			0			0			0			0					
Administration (A2)	19.00	0			0			0			0			0					
		0																	
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<b>TOTALS</b>		47	100%	\$28.93	2	100%	\$34.20	1	100%	\$44.90	18	100%	\$28.60	26	100%	\$28.13	0	0%	\$0.00

### Scope of Services

Stream Survey		Client : Strand (DeKalb County) PTB/ Item : IDOT Job No. : Work Order : Route : Paw Paw Road Limits : Bridge Surveys IDOT Project No. : Consultant : Claassen, White & Associates, P.C. CWA Job Number : 6168 Date : August 29, 2014	
Item 1	Quality Control / Quality Assurance	Man-hours	Total
	1.1 QA/QC Meetings		
	1.2 Checking Computations		
	1.3 Checking Plats	1	1
	1.4 Checking Legal Descriptions	1	1
	1.5 Checking Data		
Sub-total	Quality Control / Quality Assurance	2	2
		Land Surveyor (S4)	
		Land Surveyor (S3)	
		Land Surveyor (S2)	
		Land Surveyor (S1)	
		Technician (T8)	
		Technician (T7)	
		Technician (T6)	
		Technician (T5)	
		Technician (T4)	
		Technician (T3)	
		Technician (T2)	
		Technician (T1)	
		Office Technician (OT3)	
		Office Technician (OT2)	
		Office Technician (OT1)	
		Administration (A3)	
		Administration (A2)	
		Administration (A1)	

## Scope of Services

	Client : Strand : (DeKalb County) PTB/ Item : IDOT Job No. : Work Order : Route : Paw Paw Road Limits : Bridge Surveys IDOT Project No. : Consultant : Claassen, White & Associates, P.C. CWA Job Number : 6168 Date : August 29, 2014		
Item 2	Administration	Man-hours	Total
	2.1 Project Management Meetings		
	2.2 Daily Project Management		
	2.3 Billings	1	1
	2.4 Prepare Transmittals		
	2.5 General Office (copies, typing, etc.)		
Sub-total	Administration	1	1
		Land Surveyor (S4)	
		Land Surveyor (S3)	
		Land Surveyor (S2)	
		Land Surveyor (S1)	
		Technician (T8)	
		Technician (T7)	
		Technician (T6)	
		Technician (T5)	
		Technician (T4)	
		Technician (T3)	
		Technician (T2)	
		Technician (T1)	
		Office Technician (OT3)	
		Office Technician (OT2)	
		Office Technician (OT1)	
		Administration (A3)	
		Administration (A2)	
		Administration (A1)	

Scope of Services

Note: All travel time built in.

Client : Strand  
 (DeKalb County)  
 PTB/ Item :  
 IDOT Job No. :  
 Work Order :  
 Route : Paw Paw Road  
 Limits : Bridge Surveys  
 IDOT Project No. :  
 Consultant : Claassen, White & Associates, P.C.  
 CWA Job Number : 6168  
 Date : August 29, 2014

Item 3	Field Survey	Man-hours													Total				
<b>3.1</b>	<b>Preliminary Field Reconnaissance - TOTAL</b>																		
3.1.1	Reconnaissance of Horizontal Control																		
3.1.2	Reconnaissance of Vertical Control																		
3.1.3	Reconnaissance of Section Corners																		
3.1.4	Reconnaissance of Property Monumentation																		
<b>3.2</b>	<b>Horizontal Control - TOTAL</b>																		
3.2.1	Static GPS																		
3.2.2	VRS/RTK / Set Control / Traverse Layout																		
3.2.3	Conventional Traverse																		
<b>3.3</b>	<b>Vertical Control - Bench Circuit - TOTAL</b>																		
<b>3.4</b>	<b>Topography - TOTAL</b>																		
3.4.1	Bridge and Road Survey/Topography																		
3.4.2	Level Down Creek Bed																		
3.4.3	Creek Cross Sections/Hydro Survey																		
3.4.4	Clearing Brush/Trees for survey																		
3.4.5	Items in Take and Easement Areas																		
<b>3.5</b>	<b>Bridges - (Scanning &amp; Traditional)</b>																		
<b>3.6</b>	<b>Drainage Structures - TOTAL</b>																		
<b>3.7</b>	<b>Survey - TOTAL</b>																		
3.7.1	Locate Section Corners			9												18			
3.7.2	Locate Monumentation																		
3.7.3	Stake Boundary																		
3.7.4	Set Proposed Easement/ROW Corners																		
<b>3.8</b>	<b>Centerline Alignment - TOTAL</b>																		
3.8.1	Establish Centerline																		
3.8.2	Reestablish Centerline																		
3.8.3	Stake Centerline																		
3.8.4	Centerline Stationing																		
<b>3.9</b>	<b>Ties - TOTAL</b>																		
3.9.1	Control Points																		
3.9.2	Centerline Ties																		
3.9.3	Section Corner Monument Ties																		
3.9.4	Proposed Right of Way Monument Ties																		
<b>Sub-total</b>	<b>Field Survey</b>			<b>9</b>												<b>18</b>			
		Land Surveyor (S4)	Land Surveyor (S3)	Land Surveyor (S2)	Land Surveyor (S1)	Technician (T8)	Technician (T7)	Technician (T6)	Technician (T5)	Technician (T4)	Technician (T3)	Technician (T2)	Technician (T1)	Office Technician (OT3)	Office Technician (OT2)	Office Technician (OT1)	Administration (A3)	Administration (A2)	Administration (A1)

## Scope of Services

Client	:	Strand
		(DeKalb County)
PTB/ Item	:	
IDOT Job No.	:	
Work Order	:	
Route	:	Paw Paw Road
Limits	:	Bridge Surveys
IDOT Project No.	:	
Consultant	:	Claassen, White & Associates, P.C.
CWA Job Number	:	6168
Date	:	August 29, 2014

Item 4	Office Survey	Man-hours													Total				
	<b>4.1 Research - TOTAL - Recorder's Office</b>			2															2
	4.1.1 Set up Parcel files																		
	4.1.2 Evaluate Received Information																		
	4.1.3 Order Necessary Documentation																		
	<b>4.2 Computations - TOTAL</b>																		
	4.2.1 Centerline Alignment																		
	4.2.2 Section Lines			2															2
	4.2.3 Boundary Lines																		
	4.2.4 Existing Right of Way Lines																		
	4.2.5 Parcel Computation w/Reports			4															4
	4.2.6 Proposed Right of Way Lines																		
	4.2.7 Calculate Inverts																		
	<b>4.3 Data Management - TOTAL</b>																		
	4.3.1 Data Downloading/ASCII files																		
	4.3.2 GPS Processing																		
	4.3.3 SCAN DATA Processing																		
	4.3.4 Level Note Reduction / Processing																		
	4.3.5 General Data Management																		
	<b>4.4 Plats/CAD - TOTAL</b>																		
	4.4.1 Plats of Highway/Easement							16											16
	4.4.2 Centerline Alignment Plat																		
	4.4.3 Centerline Tie Sheet																		
	4.4.4 Proposed ROW Tie Sheet																		
	4.4.5 Monument Records																		
	4.4.6 Utilities																		
	4.4.7 Cover Sheet																		
	4.4.8 Topography/Overall Base Mapping																		
	<b>4.5 Legal Descriptions - TOTAL</b>	2																	2
Sub-total	Office Survey	2	8			16													26
		Land Surveyor (S4)	Land Surveyor (S3)	Land Surveyor (S2)	Land Surveyor (S1)	Technician (T8)	Technician (T7)	Technician (T6)	Technician (T5)	Technician (T4)	Technician (T3)	Technician (T2)	Technician (T1)	Office Technician (OT3)	Office Technician (OT2)	Office Technician (OT1)	Administration (A3)	Administration (A2)	Administration (A1)

**RESOLUTION  
R2014-54**

WHEREAS, the State of Illinois General Assembly at 705ILCS 105/27.3a has empowered the County Board of DeKalb County to establish and maintain a Court Automation Fund, and

WHEREAS, Public Act 98-0606 increased the maximum allowable Court Automation Fee from \$15.00 to \$25.00, and

WHEREAS, the Clerk of the Circuit Court maintains all case types by means of an automated recordkeeping system.

NOW, THEREFORE BE IT RESOLVED by the County Board of DeKalb County, Illinois that the Clerk of the Circuit Court of DeKalb County shall charge and collect a Court Automation Fee of \$25.00 payable at the time of filing the first pleading, paper or other appearance filed by each party in all civil cases or by the defendant in any felony, traffic, misdemeanor, municipal ordinance or conservation case upon a judgment of guilty or grant of supervision when a court appearance is made, and

BE IT FURTHER RESOLVED that the Clerk of the Circuit Court shall continue to charge and collect a Court Automation Fee of \$5.00 on any traffic, municipal ordinance or conservation case satisfied without a court appearance pursuant to Supreme Court Rule 529, and

BE IT FURTHER RESOLVED that said Court Automation Fee shall be effective October 1, 2014, and

BE IT FURTHER RESOLVED that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Clerk of the Circuit Court; the Treasurer; the County Administrator and Deputy County Administrators.

PASSED THIS 17<sup>TH</sup> DAY OF SEPTEMBER, 2014 AT SYCAMORE, ILLINOIS

ATTEST:

SIGNED:

---

Douglas J. Johnson  
DeKalb County Clerk

---

Jeffery L. Metzger  
County Board Chairman

**RESOLUTION  
R2014-55**

WHEREAS, the State of Illinois General Assembly at 705ILCS 105/27.3c has empowered the County Board of DeKalb County to establish and maintain a Document Storage Fund, and

WHEREAS, Public Act 98-0606 increased the maximum allowable Document Storage Fee from \$15.00 to \$25.00, and

WHEREAS, the Clerk of the Circuit Court maintains all case types by means of an electronic document storage system.

NOW, THEREFORE BE IT RESOLVED by the County Board of DeKalb County, Illinois that the Clerk of the Circuit Court of DeKalb County shall charge and collect a Document Storage Fee of \$25.00 payable at the time of filing the first pleading, paper or other appearance filed by each party in all civil cases or by the defendant in any felony, traffic, misdemeanor, municipal ordinance or conservation case upon a judgment of guilty or grant of supervision when a court appearance is made, and

BE IT FURTHER RESOLVED that the Clerk of the Circuit Court shall continue to charge and collect a Court Document Storage Fee of \$5.00 on any traffic, municipal ordinance or conservation case satisfied without a court appearance pursuant to Supreme Court Rule 529, and

BE IT FURTHER RESOLVED that said Court Document Storage Fee shall be effective October 1, 2014, and

BE IT FURTHER RESOLVED that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Clerk of the Circuit Court; the Treasurer; the County Administrator and Deputy County Administrators.

PASSED THIS 17<sup>TH</sup> DAY OF SEPTEMBER, 2014 AT SYCAMORE, ILLINOIS

ATTEST:

SIGNED:

---

Douglas J. Johnson  
DeKalb County Clerk

---

Jeffery L. Metzger  
County Board Chairman

**RESOLUTION**

**R2014-56**



WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

SYCAMORE TOWNSHIP

PERMANENT PARCEL NUMBER: 06-20-400-027

As described in certificates(s) : 2009-00121 sold October 2010

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Tim Royer, has bid \$10,320.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$7,671.81 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$30.69 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$10,320.00.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$7,671.81 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_,

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN



**RESOLUTION**

**R2014-57**



WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

DEKALB TOWNSHIP

PERMANENT PARCEL NUMBER: 08-23-278-046

As described in certificates(s) : 97-0189 sold October 1997

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Shawn K. Wolff, has bid \$650.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$46.03 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$203.97 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$650.00.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$46.03 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

**RESOLUTION**

**R2014-58**



WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

CORTLAND TOWNSHIP

PERMANENT PARCEL NUMBER: 09-17-328-001

As described in certificates(s) : 2010-00317 sold November 2011

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Tad Simpson, has bid \$1,895.67 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$1,345.90 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$38.35 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,895.67.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,345.90 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

**RESOLUTION  
R2014-59**



WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

CORTLAND TOWNSHIP

PERMANENT PARCEL NUMBER: 09-17-329-009

As described in certificates(s) : 2010-00323 sold November 2011

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Tad Simpson, has bid \$1,495.67 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$1,045.90 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$38.35 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,495.67.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,045.90 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

**RESOLUTION  
R2014-60**



WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

CORTLAND TOWNSHIP

PERMANENT PARCEL NUMBER: 09-28-351-013

As described in certificates(s) : 2010-00388 sold November 2011

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Tad Simpson, has bid \$2,014.50 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$1,428.54 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$44.84 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$2,014.50.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,428.54 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

**RESOLUTION  
R2014-61**



WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

CORTLAND TOWNSHIP

PERMANENT PARCEL NUMBER: 09-33-100-007

As described in certificates(s) : 2010-00396 sold November 2011

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Tad Simpson, has bid \$1,395.67 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$950.83 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$44.84 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,395.67.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$950.83 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

**RESOLUTION**

**R2014-62**



WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

AFTON TOWNSHIP

PERMANENT PARCEL NUMBER: 11-03-126-010

As described in certificate(s) : 2010-00456 sold November 2011

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, St. Mary Church, has bid \$660.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$228.14 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$31.86 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$660.00.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$228.14 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

**RESOLUTION  
R2014-63**



WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

SOMONAUK TOWNSHIP

PERMANENT PARCEL NUMBER: 18-33-351-030

As described in certificate(s) : 2010-00541 sold November 2011

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Richard C. McMillen, has bid \$5,432.10 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$3,998.23 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$38.35 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$5,432.10.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$3,998.23 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

**RESOLUTION  
R2014-64**

WHEREAS, the Department Heads have submitted detailed budget information outlining their assessment of the needs of their Departments for the 2015 fiscal year within the budget parameters they received; and

WHEREAS, the Finance Office has assembled this information into an Electronic Budget Workbook (available on the County's website), which is used by the County Board's Standing Committees to review and analyze the requests of the Departments; and

WHEREAS, the County Board members have also received an Administrative Recommendation from the County Administrator and the Finance Director on the entire proposed FY2015 Budget; and

WHEREAS, the Finance Committee and the other Standing Committees are in the process of reviewing and understanding those requests from the Departments, and at the same time desire to have input from the public before the process is complete; and

WHEREAS, the County Budget must be on file for at least fifteen (15) days for public inspection before adoption by the County Board on November 19, 2014.

NOW, THEREFORE, BE IT RESOLVED, by the DeKalb County Board that it does hereby place on file in the DeKalb County Clerk's Office, on the County's Internet site, and at two other geographically diverse public offices (the Sandwich City Hall and the Office of the Genoa City Clerk), for public inspection the attached seventeen page Budget Narrative Summary Packet (plus Attachments A -D), as well as copies of all information utilized by the Committees in preparation of the 2015 Fiscal Year Budget.

PASSED THIS 17<sup>TH</sup> DAY OF SEPTEMBER, 2014 AT SYCAMORE, ILLINOIS

ATTEST:

SIGNED:

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Douglas J. Johnson  
DeKalb County Clerk

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Jeffery L. Metzger  
County Board Chairman



**DEKALB COUNTY  
GOVERNMENT**

**FY 2015 BUDGET  
RECOMMENDATION**

**SEPTEMBER 3, 2014**

Gary Hanson  
County Administrator

Pete Stefan  
Finance Director

**DEKALB COUNTY GOVERNMENT  
NARRATIVE FOR FY 2015 BUDGET  
Administrative Recommendation September 3, 2014**

Page 1 of 17

Budget Basis

1. The 2015 Budget represents revenues and expenditures from 73 cost centers across 47 different and independent funds. Revenues have been estimated realistically, but on the conservative side. The downturn in the economy continues to put a strain on local revenues with many fee categories on a declining trend. Additionally, financial difficulties at the State level make some revenue projections less stable. Expenditures have been estimated realistically, but on the aggressive side. The vision is that expenses should reflect a “pay as you go” philosophy and not delay financial obligations for future generations. Much planning has been done to smooth out expenses in the long-term and minimize large “bumps” in expenditures in future years which are then difficult to deal with budget-wise.
2. The assessed value for the County is expected to decline by almost 3% from \$1,726,500,218 to \$1,678,000,000. Minimal new construction has occurred throughout the County and it is expected to only account for 0.8% of the County’s assessed value at just over \$13,000,000. The value of the average home is expected to decline about 3% in 2014 following declines of 7% in 2013, 8% in 2012, and 5% in 2011. This has reduced the value of a \$200,000 home in 2011 to just over \$165,000 in 2014.
3. During 2012, the County’s outside independent auditing firm, Sikich LLP of Naperville, Illinois, conducted a special review of what would be an appropriate General Fund balance at the end of each fiscal year. Their conclusion was 35% of annual expenditures would be appropriate at that time; however, the target should be re-evaluated and refined periodically to address changes in the operating or financing environment of the County.

Over the past two years, all seven factors of the target fund balance calculation have fluctuated based on operating results and economic factors, the most significant of which was the leverage category which provides a credit to the fund balance target based on the amount of fund balance available to the General Fund from other funds such as the Asset Replacement Fund, Medical Insurance Fund, Retirement Fund, Special Projects Fund, Tort & Liability Fund, etc. Since the combined fund balance in these other funds has increased over the past two years, and since the Section 5311 and Downstate Operating Assistance Program transportation grants are now being accounted for in a separate Federal Transportation Grant Fund, the fund balance requirement in the General Fund has decreased from 35% to 28% as of December 31, 2013.

- At the end of 2013, the unrestricted fund balance was \$10,119,272 and it is projected to be \$9,198,172 at the end of 2014 per the approved FY 2014 budget. That analysis is important background information in understanding the financial implications of the 2015 General Fund Budget being based on utilizing \$800,000 of fund balance. As it turns out, that level of utilization would still leave the fund balance at \$8.4 million. If needed, this near similar level of utilization could be repeated in 2016 and still keep the overall fund balance at a safe level in accordance with the updated fund balance target.
4. Property tax levies for various funds will decrease because of a combination of a declining assessed value and property tax rate limitations. This group includes Senior Services with a reduction of \$10,000, Public Health with a reduction of \$10,000, Veteran's Assistance with a reduction of \$10,000, and collectively, the three Highway Funds with a total reduction of \$65,000. Additionally, the Tort & Liability levy is decreased by \$139,000 from last year's extension due to eliminating the \$100,000 transfer to the General Fund by levying that amount directly in the General Fund, and re-allocating the remaining \$39,000 to the General Fund due to the sufficient fund balance accumulated in the Tort & Liability Fund. The General Fund also captures the increase from new construction dollars with the exception of a \$29,000 increase reserved for the Mental Health Fund in accordance with their budget request.
  5. The cost-of-living adjustment (COLA) under the Property Tax Cap Law is set at 1.5% for the 2014 levy year for 2015 collections in accordance with the budget parameters established for FY 2015. This amount is based on the consumer price index for all urban consumers as published by the U.S. Department of Labor. This increase is incorporated into the property tax levies found on Attachment A. An additional 0.8% is included to account for the increase from new construction.
  6. For 2015, General Fund Departments were given the challenge of not increasing their Commodities & Services expenses by more than 1.3% of their prior year budgets in accordance with the budget parameters established for the FY 2015 budget. With that as a base parameter, the departments then submitted their overall requests for 2015. Those requests are accepted as presented in the FY 2015 Budget Workbook that is distributed to the County Board (and available to the public) via the County's website, with the highlights and exceptions as noted in the following paragraphs and attached schedules A through D. Departments also submitted detailed justifications for any line items in the Commodities & Services section that were \$10,000 or more. Those detailed justifications are included in the Workbook, as well as an inventory of all contracts that are awarded or administered by each Department.

Salaries & Benefits

7. Four labor contracts are already in place and this budget implements the salary increases in those contracts. The three different AFSCME groups (Nursing Home, Public Health, and the Sycamore & Highway campuses) all have a 2% wage adjustment as of January 1, 2015. The MAP Union for Sheriff's Officers includes a 2.25% increase to the pay scales effective January 1, 2015. The contract for the Teamsters Union for the Court Services (Probation) Department expired on November 30, 2013 and negotiations for a new contract are currently underway with MAP who was selected as the new collective bargaining representative upon expiration of the prior contract last November. The contract for the Operating Engineers (Highway Department) will expire on December 31, 2014 and will be negotiated this fall.
8. Non-union increases are being set at 2% for 2015, effective with the pay period beginning December 28, 2014. The Exempt Department Heads will also receive a 2% increase in pay as of the same date.
9. There are several miscellaneous salaries that the County sets for various appointed Boards and employees. Those salaries and any associated increases are: Conflict Assistant Public Defenders from \$24,250 to \$24,750 per individual; the allocation for part-time Deputy Coroners increases from an aggregate of \$43,100 to \$44,000; ESDA Director from \$43,700 to \$44,600; the part-time ESDA employee remains the same at \$2,600; the County Historian from \$6,900 to \$7,100 and the stipend for a primary assistant stays the same at \$3,900; the Board of Review is increased from \$10,100 to \$10,300 for the Assessment Year starting May 1, 2015; the Board of Review Alternates remain at their same per diem of \$70; the per diem for the Merit Commission remains at \$60; Jury Commissioners remain at \$2,500 per individual; and the Farmland Assessment Review Board per diem remains at \$50.
10. This budget implements salary changes previously granted by the County Board for Elected Officials. As required by law, these salaries must be set prior to the election, and the County has established salaries for the County Board, County Clerk & Recorder, County Sheriff, and the County Treasurer in November of 2013 so that all candidates for those positions will be aware of the salary for the upcoming term.

11. The 2012 Adopted Budget mandated the County to take all appropriate actions to allow for the offering of an optional employee Health Savings Account compatible High-Deductible Health Insurance Plan to start as of January 1, 2013. The High Deductible Plan has a single/family \$2,500/\$5,000 deductible provision, and the traditional PPO Plan has a \$750/\$1,500 deductible provision.

Offering a High-Deductible Plan allows for the provision of the employer contributing some portion of the premium savings from a PPO plan into a Health Savings Account for the employee. The Finance Committee set the County's contribution to the Health Savings Account at 100% of premium savings for 2013, 95% for 2014, and 90% for 2015.

The County currently has a two-tier premium system, with a carve-out for retirees to add an "employee plus one" category. When renewal rates for 2015 are received in the fall, a four-tier premium system will be considered for implementation depending on the impact to the existing two tiers, and with the stipulation that both the two-tier system and the four-tier system generate the same amount of premium dollars to fund the health insurance program for the coming year. 25% of the insurance premiums are paid by the employee and the County is responsible for the remaining 75%.

The County completed an RFP process for its health insurance coverage in 2013 and approved transitioning to self-funded medical and dental plans effective January 1, 2014. The blended funding level for both the self-funded medical plan and the self-funded dental plan is budgeted at 10% for 2015 and includes a budgeted addition to plan reserves.

12. An Open Enrollment period for Health Insurance is authorized for the 2015 Plan Year. In addition, an Open Enrollment period is confirmed for 2016. This is being done to raise the "comfort factor" for those employees who may wish to avail themselves of the High Deductible Health Plan option, but who have lingering concerns as to whether or not that is the best plan for them.
13. Employees in positions that are eligible for Health Insurance but who have alternative insurance coverage available to them through other sources, may elect to participate in the County's Insurance Buyout Program. The payment to those employees for 2015 will be \$3,000, the same amount as in 2014.
14. As of January 1, 2015, term Life Insurance coverage for employees is raised from \$48,000 to \$49,000, with no change in the rate per thousand of coverage.

15. In 2008 pension funds experienced large investment losses across the nation and the County's pension funds managed by the Illinois Municipal Retirement Fund (IMRF) were no exception. Because of that, large increases were necessary beginning in 2010 to make up for the lost funds. That higher level of funding continues into 2015, though it appears that the County has reached a plateau regarding rates, as the regular IMRF rate decreases from 11.75% to 11.08% of covered salaries. To lessen the departmental impact of the higher-than-normal rates in prior years, the County had, through its "Rate Stabilization Fund", subsidized the rates charged to departments by limiting the percentage increase for regular IMRF to no more than a 0.5% increase since 2005. This was possible because several years ago the County established a reserve fund to allow for more moderate rate increases each year until the rate charged equaled the actuarially required rate. In 2015, this internal rate subsidy can be eliminated because the actuarially required rate of 11.08% is only a 0.08 % rate increase from the 11% rate charged to departments in 2014. The Sheriff's Law Enforcement Personnel (SLEP) rate also remains at a higher level of funding, but it will decrease as well from 22.15% to 20.94% of covered salaries.

#### Staffing Levels

16. The State's Attorney has requested two new positions. One is a Level 2 attorney at a cost of \$93,000. This request, like several others, is related to the opening of a "seventh" courtroom. With an additional Judge available to hear cases, the court calls are expected to be modified which will necessitate more experienced attorneys in more courtrooms. The second position request is for an Investigator at a cost of \$95,000. This position will relieve attorneys of doing investigative work so that they can focus on their primary task of trying cases. Unfortunately, with the County already experiencing flat revenues for 2015 as well as the reliance on reserves just to fund operations before any new programs or staff are considered, both requests are denied. *(Please refer to Item #58 below for a possible reversal of this denial.)*
17. The Court Services Department is requesting the addition of two positions. The first one is for an Adult Probation Officer at a cost of \$70,000 and the second is for a Supervisor position at a cost of \$82,000. The rationale and documentation submitted with this budget request is more than convincing of the need. Unfortunately, with the County already experiencing flat revenues for 2015 as well as the reliance on reserves just to fund operations before any new programs or staff are considered, this request is denied. *(Please refer to Item #58 below for a possible reversal of this denial.)*

18. The Circuit Clerk has requested the addition of two Court Clerks at a cost of \$57,000 each. This request, like several others, is related to the opening of a “seventh” courtroom. Like other similar requests, the need is justified and it has been many years since the General Fund paid for additional staff in the Circuit Clerk’s Office. While funds are very limited in the General Fund, it is essential to have a Court Clerk in the Courtroom and therefore one position, of the two requested, is approved, effective January 12, 2015. *(Please refer to Item #58 below for a possible reversal of this denial.)*
  
19. The Public Defender has requested the addition of a Level 2 Assistant Public Defender at a cost of \$93,000. This request, like several others, is related to the opening of a “seventh” Courtroom. The Public Defender notes that with the additional Judge, the Courts contemplate using the position to hear cases that range upwards to Class X offenses in the areas of Domestic Violence and DUI, as well as juvenile matters. Unfortunately, with the County already experiencing flat revenues for 2015 as well as the reliance on reserves just to fund operations before any new programs and staff are considered, this request is denied. *(Please refer to Item #58 below for a possible reversal of this denial.)*
  
20. The Public Defender has also requested that a salary review be initiated for his office as he has experienced a high degree of turnover as our current starting salary is \$42,600. We concur that our starting salary is too low, yet existing finances makes it difficult to address starting pay and related salary compression issues once lower salaries are increased. If turnover can be reduced, retaining experienced attorneys would help address the large case-load when staff numbers cannot be increased. Consequently, if the General Fund gets relieved of subsidizing the Court Security Fund (see Item #34 below) through a fee increase, the Public Defender is then authorized to allocate up to \$45,000 in salary increases, with said new pay scale subject to concurrence of the Presiding Judge and County Administrator. *(Please refer to Items #58 and #59 below for a possible reversal of this denial.)*
  
21. The Judiciary has requested a part-time Bailiff position at 19 hours per week, costing \$13,000 per year. This request, like several others, is related to the opening of a “seventh” Courtroom. While finances are extremely tight in the General Fund, a bailiff is essential to the operation of a Courtroom and the request is approved effective January 12, 2015.

22. The Sheriff has requested two Correction Officers at a cost of \$92,000 each. This is a reflection of the Jail over-crowding problem, particularly how that impacts increased transports to other counties, more transports for court appearances, additional problems dealing with mentally ill and problem inmates, and added security concerns that come with the opening of an additional Courtroom. Unfortunately, with the County already experiencing flat revenues for 2015 as well as the reliance on reserves just to fund operations before any new programs and staff are considered, this request is denied. *(Please refer to Item #58 below for a possible reversal of this denial.)*
23. The Sheriff has also requested three Correction Officers at a cost of \$92,000 each to serve on a Transition Team during the Jail Expansion construction project. While the arguments are many for such a transition team, this request is denied because of funding and because an approval date for the Jail Expansion project does not appear to be imminent. When the project moves forward, the cost for a transition team should be made a part of the project cost and not a part of the County's General Fund. *(Please refer to Item #58 below for a possible reversal of this denial.)*
24. The Sheriff has requested additional part-time hours for the Corrections Department as well as the necessary dollars for related pension costs for all part-time Correction Officers. The additional hours are related to the continued Jail over-crowding issue and these hours are used to help with those additional needs, as well as fill in for existing staff for vacations, sick time, medical leaves, and training. The request is to go from 80 hours per week of part-time help to 156 hours per week at a cost of \$70,000. In addition, because officers are regularly exceeding the 1,000 hour threshold for pension participation, this request asks for an additional \$15,000 per year to cover pension costs. In light of very tight finances in the General Fund, the pension cost is approved, but the additional 76 hours is denied. *(Please refer to Item #58 below for a possible reversal of this denial.)*
25. The Sheriff has requested an additional 1% pay increase (above the recommended 2% increase for non-union personnel) for each of the five people in his Administrative team, at a total cost of \$6,000. The rationale for this additional increase is to keep pace with the unionized deputies in the Sheriff's Office and to help offset corresponding wage compression. However, given the tight General Fund finances and the attempt at meeting other priorities, this request is denied. *(Please refer to Item #58 below for a possible reversal of this denial.)*



26. The Highway Department is requesting additional hours for seasonal help. For the winter season, the request is for two people, with each working 32 hours per week for 21 weeks at a cost of \$27,000. For the summer season, the request is to increase from 4 people to 6 people with each working 40 hours per week for 16 weeks, at a total incremental cost of \$12,000. In addition, the request includes increasing the pay for all six workers from \$8.25 per hour to \$9.25 per hour at a total incremental cost for all six people of \$4,000. Because the Highway Department has its own funding sources separate from the General Fund, and the seasonal workers can be helpful with extra projects and reducing overtime costs, this request, which totals \$43,000, is approved.
27. The Treasurer's Office has requested an upgrade for the Administrative Clerk B (#5510) position to that of Accounting Clerk A (#5505) at a cost of \$3,000. The request reflects how the duties have changed over time and, because this is a very small office, this position must often back-up higher grade positions. However, given the constraints on the General Fund, this request is denied. *(Please refer to Item #58 below for a possible reversal of this denial.)*
28. In anticipation of a retirement in his office by the end of 2014, the Finance Director has requested an upgrade in the position of Accounting Supervisor (#2502) to that of an Assistant Finance Director (salary range of \$60,000 to \$90,000). The actual cost of this request is contingent on the final hiring decision. While this would raise the bottom of the range by \$14,000, the actual budget cost in 2015, from 2014, is expected to range from zero to \$10,000, depending on the degree of experience sought. This request is accepted for the position upgrade without dollars added to the budget, but additional dollars that would be needed for increased professional experience is denied because of the constraints on the General Fund. *(Please refer to Item #58 below for a possible reversal of this denial.)*
29. The Facilities Management Director has requested the addition of two positions. The first is for a Maintenance Worker 2 position at a cost of \$66,000. Increased workload and the possibility of starting a second shift are the reasons for the request. The second request is for a Maintenance Worker 3 position at a cost of \$70,000. The reasons cited for this request are to have a higher skilled worker to do projects with little supervision, and this person would be the lead person if a second shift was started. However, because of the tight financial constraints on the General Fund, this request is denied. *(Please refer to Item #58 below for a possible reversal of this denial.)*
30. The Veteran's Assistance Commission is requesting two part-time (3.5 hours per day each) "In-Take Worker" positions at an annual cost of \$12,000 each. As the Veteran's Office has an independent Board for oversight, and a dedicated tax levy for the office, these positions are approved as of January 12, 2015.

Operating Issues

31. The Health Department has proposed various fee increases (Attachment D) as part of their annual review to match costs with fees charged. Their request includes increases for seven different categories including Animal Control, Food Sanitation, Potable Water, Sewage, Real Estate Inspections, Clinic Services, and Vital Records. These increases are approved and are expected to generate approximately \$90,000 in additional revenues.
32. The Supervisor of Assessments has budgeted additional funds in Commodities & Services of \$42,600 in 2015 mostly because that is a “quadrennial” year --- every fourth year all properties are re-assessed and that necessitates additional newspaper publishing costs as well as mailing costs. Fortunately, the increased costs in the Assessments budget coincides with the Election cycle that has just one election in odd numbered years, rather than the two elections in even numbered years. Consequently, the Election Budget is decreasing by \$40,000 in 2015 for Commodities & Services.
33. How costs for the Sheriff’s E-911 Communication Center are allocated to the various users of the system has been the focus of much discussion during 2014. The allocation formula for the Service Year of July 1, 2014 through June 30, 2015 was changed to a system based on share of call volume. While this lowered the cost for some, it raised the potential fee substantially for smaller towns once the 7 year phase-in period was completed. As a collective group, the small towns went from \$130,000 to \$175,000 starting July 1, 2014. With an apparent desire to amend the allocation plan to lessen the long-range burden on smaller towns, this Budget anticipates a two-tier plan. The first tier would allocate costs on call volume for those entities who were authorized to be in a PSAP (Public Safety Answering Point) at the start-up of the county-wide E-911 system. A second tier would then be used to allocate cost shares from the Sheriff’s Tier One share. Specific plan details will be forwarded to the Law & Justice Committee for consideration. However, the Sheriff’s request to freeze the small town allocation of \$175,000 is not accepted. It is noted that the cost of labor contracts continue to rise and those costs need to be covered. However, this budget limits any increase for the Service Year beginning July 1, 2015 to just the escalation factor of the labor contract. This will increase the \$175,000 allocation to \$182,000.

34. The Court Security Fund fee revenues (\$291,000) do not support the operating expenditures (\$496,800) and therefore a contribution of \$200,000 from the General Fund is required, up from \$150,000 in 2014. The County's Legislative initiative to get approval to increase the Court Security Fee, to a level which equals the operating costs, was stalled at the last minute in the State Legislature. The County remains committed to getting Legislative approval for this fee increase as that would free up General Fund dollars which could then be used for other General Fund services. (*See Item #59 below for additional allocations.*)
35. The Law Library Fund is projected to have a deficit balance at the end of the 2014 fiscal year of \$12,000. Based on initial budget requests for 2015, the deficit would grow to \$56,000 by the end of 2015. The County's General Fund cannot support this fund at this time. We ask the Court Offices who utilize the Law Library to re-assess their requested expenditures (\$79,800) and bring them to a level that is equal to the projected fee revenues of \$36,000.
36. Membership in "Metro Counties", an organization which provides legislative lobbying among other services on behalf of the 12 largest counties in Illinois, has had a sharp dues increase from \$3,300 to \$6,300. In order for the Administration Budget to stay within the target of 1.3% for Commodities & Services, this membership is being dropped in 2015. The County will need to rely on its membership in the Illinois Association of County Boards to provide lobbying services for its legislative initiatives.
37. This budget continues with the County's policy to self-insure the risk normally covered under General Liability Insurance, Worker's Compensation Insurance, and Unemployment Insurance. Provisions are made within the Tort & Liability Insurance Fund to cover claims against the County. The County will continue to purchase Property insurance on a fully insured basis to cover any property related risks. The Tort & Liability Insurance tax levy is being reduced for 2015 to an amount that is anticipated to cover normal claims without impacting the current level of reserves for large claims.
38. The Asset Replacement Fund is used as a way to set aside monies out of an operating budget each year so that when equipment or software needs to be replaced, enough monies are available to do so. This concept originally started for a systematic process of replacing squad cars for the Sheriff's Office. This process has become more important with the advent of the Tax Cap law as the "smoothing" of expenditures from one year to the next is the goal. The limits of a tax cap prevent spikes in expenditures from one year to the next. For FY 2015, the Asset Replacement Fund continues with about \$770,000 placed into this fund to cover such items as police cars, computer network equipment, software, and police communication equipment, with projected purchases of \$700,000 for 2015.

39. Three line-items dealing with detention have been reduced from the original requests. The Sheriff requested increasing the budget for housing inmates in other counties from \$780,000 to \$1,000,000 noting increased usage. When looking at 7 months of actual data in 2014, the County is actually on course to spend \$1,070,000. However, a pre-trial release program which was approved for 2014 and anticipated to lower our costs by \$220,000 a year (based on diverting 10 inmates out of the jail system) was not fully operational until mid-2014. Therefore, the County should still experience savings from this program and the 2015 out-of-county housing budget for the Sheriff's Office is set at \$850,000 (\$1,070,000 minus \$220,000). The Court Services Department has budgeted \$85,000 for Juvenile Detention and \$135,000 for Specialized Care & Treatment. These amounts are more reflective of a worst case scenario rather than a multi-year trend. Consequently, those budgets are reduced by a total of \$40,000.
40. The Landfill Host Benefit Fund has only minimal amounts budgeted for 2015. The Host Agreement with Waste Management stipulates that \$200,000 will go for the County's Solid Waste Program for education and special recycling collections and projects. In addition, \$100,000 will go to the Forest Preserve District for land and water conservation efforts as well as environmental education. In future years, both amounts will be adjusted for cost-of-living-adjustments (COLA) based on the COLA utilized for the prior year per ton fee paid by Waste Management. Other monies to be spent out of this Fund will require formal County Board approval, though they are anticipated to be used for the Jail Expansion project.
41. Several new accounting Funds have been added since the 2014 Budget was approved. Those include the Neutral Exchange Program Fund (#1220), the Renewal & Replacement Highway Facilities Fund (#1236), the Landfill Host Benefit Fund (#1248), and the Evergreen Village Operations Fund (#1487). These will add \$2,345,400 in revenues and \$334,400 in expenses to the total Budget which is important to remember when comparing original Budgets between years.

#### Boards & Agency Funding

42. The Health Department will receive \$405,000 (up from \$399,000 in FY 2014) to offset IMRF and FICA charges for their employees. This amount is based on the 11.08% department charge for IMRF and 7.65% for FICA. The Health Department is allocated \$180,000 (same as in FY 2014) for building maintenance costs. The retirement amount is transferred to the Health Department from the County's General Fund, but the maintenance costs are paid directly by the General Fund. The Animal Control program has no subsidy in 2015 and also did not need one in 2014, though the County did purchase new licensing software.

43. Funding is provided in FY 2015 for several entities: (a) Economic Development Corporation is approved at the requested \$45,000 (same as 2014); (b) Court Appointed Special Advocates (CASA) is approved at the requested \$40,000 (same as 2014); (c) Ag Extension is approved at \$32,000 (same as 2014) though the request was for \$36,000; (d) Soil & Water Conservation District is approved at \$25,000 (same as 2014); (e) the Joiner History Room is approved at \$12,000 (same as 2014); (f) the Convention & Visitors Bureau is approved at \$15,000 (same as 2014); (g) the Local Emergency Planning Commission is approved for \$1,600 (same as 2014), though \$2,000 was requested; and (h) Community Action is granted \$7,000 (same as 2014) for their administrative fee for managing the Senior Services grants.
44. The Children's Waiting Room will receive about \$15,000 in fee revenues in 2015 based on the current fee of \$5 per civil case filed. That amount is far below the approved operating budget of \$24,000 in 2014 and \$36,000 in 2013. Therefore, this budget endorses the increase of this fee from \$5 to \$10, effective January 1, 2015. A separate resolution will be submitted to the County Board later this year to authorize this fee increase. However, until the Board should adopt that resolution, the 2015 Budget only authorizes \$15,000 in spending. In addition, should the fee be subsequently increased, it is expected that the initial increased revenues will be used to pay back the expected \$6,000 cash flow shortage as of December 31, 2014.
45. The Neutral Exchange Program is new for 2015 and is supported by a fee on civil court cases that was approved by the County Board in 2014. This program will allow for a local social service agency to provide the setting and security to safely "hand-off" children between parents for court-approved visits. The initial funding is approved at \$22,800 with opportunities for reimbursement of uncovered costs if revenues so allow. *(It is anticipated that this amount may change before the Budget is finalized in November as only one month of revenue data is available on this new fee as of this writing.)*
46. The Community Mental Health Board has requested a 1% (\$29,000) increase in their property tax levy for a total levy of \$2,375,000. The Mental Health levy is unique in that the tax cap parameters are applied separately to this fund without grouping it with all other County levies. This fund is also below its tax rate cap of fifteen cents. Consequently, this levy increase is approved as requested.

Bonds & Loans

47. In 2005, the debt on the Health Facility Building was refinanced and is now scheduled to be paid off by the end of the 2016 fiscal year. The annual \$1,000,000 debt service payment is prorated between the Rehab & Nursing Center which pays 75% (\$750,000) of the total, and a special property tax levy which pays 25% (\$250,000) of the total and represents that part of the facility used by Public Health and the Multi-Purpose Room.
  
48. This budget authorizes paying off early (September 30, 2016 is the original pay-off date) the remaining loan from the Public Building Commission which was used for the construction of the Community Outreach Building. The pay-off amount is about \$207,000 as of September 30, 2014 and this will save about \$12,500 in interest costs. This money will come from the Opportunity Fund and the authorization is retroactive to September 30, 2014. With the loan expired, gross land-lease revenues of \$105,000 will be deposited into the General Fund. The net sales tax monies (\$100,000) will continue to be deposited into the County's PBC Lease fund to assure that other debt payments and obligations to the City of DeKalb (\$87,500) are met. The sales tax money is generated from a special "tax sharing agreement" with the City of DeKalb from sales at the former County Home site (west side of Sycamore Road).
  
49. The County sold \$16,000,000 in bonds in late September, 2010. This money was used to finance the Courthouse Expansion project, planning stages for the Jail Expansion project, and issuance and interest costs associated with the bond issue. These bonds will be repaid from sales tax money generated from a special "tax sharing agreement" with the City of DeKalb from sales at the former County Farm property (east side of Sycamore Road). The sales tax allocation of 0.75% is expected to generate just under \$1,000,000 in 2015. In addition to sales tax revenue, the Federal Government is scheduled to pay 35% of the interest cost for bonds sold under the "Build America Bonds" Program, and 45% of the interest costs for bonds sold under the "Recovery Zone Bonds" Program. Both interest rebate programs were part of the Federal Economic Stimulus Package approved in 2009. However, because of Federal budget shortfalls, rebates were reduced by 8.7% in 2013 and 7.2% in 2014. It is quite likely that reductions will continue in 2015. While the shortfall is of some concern, the requirements at the time of the bond sale were that the projected annual sales tax revenue had to be 25% more than the bond payment for that year. This gives some cushion to offset the rebate cutback as well if sales tax revenues should decline. The bonds will be fully retired on December 15, 2029, subject to a call provision in December, 2020.

Capital Projects

50. The project to build a 140 mile county-wide fiber optic network was completed in 2014. The project was a recipient of a Federal Grant award in 2010 for over \$11 million with the total project cost in excess of \$14 million. The County is allocating \$25,000 to the after-grant portion of this project which will be used to finish up any minor island segments in the network, to assist with any needed local match money, and for start-up costs of the County's DATA Consortium which will oversee the fiber network operation.
51. The planning for the Jail Expansion project started during 2011 and the Schematic Design phase was completed in September, 2012. About \$500,000 was spent on this planning effort from the 2010 Bond Issue and about \$250,000 was not used. During 2014, it became apparent that the original design of the expanded Jail would have to be modified as the two ensuing years increased project costs and reduced bonding amounts. In order to arrive at a new Jail plan with a scaled down design, additional funds are being spent in 2014 on that function in the range of \$50,000 to \$60,000. While no specific dollars are budgeted for 2015, if this new plan is approved and moves forward, additional monies will need to be approved by the County Board during 2015 to continue with design work.
52. Like the past four years, no additional funding allocation is made to the Special Projects Fund and only minimal capital projects are approved for 2015. Projects that are approved include the Broadband network mentioned above (\$25,000), the final phase of the Sheriff's high-band repeater system for the Squad cars (\$32,000 in 2014 and \$32,000 in 2015), security camera recorder system for building entrances (\$20,000), a bike path connector link to the Great Western Trail through Evergreen Village (held over from 2014 for \$20,000), a continuation of the County's participation with connector bike paths being constructed by municipalities (\$20,000), potential (though not anticipated) costs associated with the Evergreen Village project that fall outside of the grant (\$25,000), and miscellaneous items that include network infrastructure and mobile web applications (\$28,000). The total budget is \$170,000.

53. Two projects involve using money from the County Farm Fund for the Health Facility campus. First, \$40,000 is approved for applying a “rejuvenator” to the parking lot which was re-done in 2012. This is a new process for the County which is just being implemented by the County Engineer for road projects. The intent is to apply a coating which will help the surface of the parking lot to last longer and because it is a clear coating, the lot will not need to be re-stripped, except in areas where normal fading has occurred. The second project is to hire experts in the area of alternate energy sources, specifically for wind energy and solar energy. The Facility Manager would like to use an alternate source of energy for the electric needs at the Community Outreach Building. This appropriation, for up to \$60,000, is to identify the positives and negatives of each energy source as well as a pay-back period for the investment. If the consultants find this to be a promising financial endeavor, it is anticipated that funding would be made available in 2016 to actually install and utilize a new energy source.
54. There are four Renewal & Replacement Funds in place for various sites and buildings. Several projects were requested and approved for 2015. The major items included are an elevator for the Administration Building (\$200,000), a roof for the older half of the Courthouse (\$117,000), Jail security items for video and finger-printing (\$72,000), updates to the Multi-Purpose Room (\$25,000), seal coating and re-stripping the Sycamore Campus parking lots (\$17,000), hallway floors and entrances in the Administration Building (\$15,000), modification to the Courthouse security area (\$10,000), and miscellaneous landscaping, painting, concrete repairs, and contingencies on both campuses (\$84,000). The total appropriation for the four funds, which will actually be part of the budget of the Public Building Commission and not of the County, is \$540,000 including contingencies.
55. Each year the Highway Department presents five-year plans for both their Equipment Replacement needs and their Transportation Improvement Program. For 2015, the purchase of eight major equipment items costing just over \$700,000 has been requested and accepted as part of the Highway budget. Six projects are included in the Transportation Improvement Plan at an estimated cost of \$9,615,000. The specific details of both plans are included in the Budget Workbook referenced above and available on the County’s website. In addition, the Highway Department will begin setting aside an annual amount (\$100,000 in 2015) to build up a “Renewal & Replacement Fund” for capital needs for the Highway’s buildings and grounds.



56. The County worked for several years to secure funding to remove the Evergreen Village Trailer Park from its current site because it sits in a floodplain and during heavy rains is a safety hazard to the residents. Federal and State grants were secured to finance this project. This biggest share of the potential \$7.1 million project will be completed in 2014. The 2015 budget carries a spending authorization of about \$1,325,000 to finish the project, though the exact number will vary depending on how much actually gets completed by December 31, 2014. No local monies are expected to be utilized for this project except incidental administrative costs and potential costs for managing the mobile home park between the time the County has total ownership of the park and the date it is finally closed. Once the project is completed, this land must forever remain as “Open Space”.
57. In recent years, the Opportunity Fund has received funding from a special “sales tax sharing agreement” with the City of DeKalb. The sales tax revenue is generated from the County’s fifty percent share of the City’s one-half cent home rule sales tax that was effective as of January 1, 2004 from retail sales on both the former County Farm and County Home sites. For 2015, the amount from this portion of the sales tax is estimated to be \$320,000. Beginning with the 2015 Fiscal Year Budget, the first \$300,000 of the annual revenue is directed to the County General Fund to pay for general operating expenses. The balance of the revenues, as well as existing fund balance reserves, will remain in the Opportunity Fund to help with funding unique opportunities as decided by the County Board from time to time. Possible upcoming uses for the Opportunity Fund are in the areas of economic development, such as business incubator programs, assistance with establishing an Enterprise Zone, or in areas of tourism and entertainment.

#### Contingency & Appeal Process

58. For all the requests for new positions and salary changes that were denied in the above paragraphs, a “second chance” opportunity is being made available for those Department Heads. If a Department Head can identify a new permanent revenue source for funding the positions and salaries requested in the General Fund, and if that request then has the support of the oversight Standing Committee, then the position will be recommended to the Finance Committee for inclusion in the FY 2015 Budget. These second chances should be advanced via the budget appeal process described in Item #60 below.

59. Additional contingency money may become a reality in late 2014 or sometime in 2015. This is money described in Item #34 above about an increase to the Court Security Fee. Should the Legislature change the law to allow County Boards the ability to increase fees to the level of the actual cost of providing Court Security, this would free up \$200,000 in the General Fund that could be used for other items. Should that come to fruition, this budget earmarks the first \$45,000 to provide additional funding to the Public Defender's Office for salaries which are reflective of the marketplace in accordance with the stipulations in Item #20 above. The remaining \$155,000 will be available for reducing the reliance on reserves or for meeting Departmental needs, which would require approval by the County Board through a request and review process to be determined later.
  
60. County Board Members, Department Heads, and Outside Agencies once again are offered an "appeal process" to object to the Budget as originally submitted by Administration. These appeals should be directed to the Finance Office by September 30, 2014. Budget Form P is available on the County's website to assist with the writing of an appeal, but any format is acceptable. Appeals will be heard by the appropriate County Board Standing Committee and if successful at that level, then they will be considered by the Finance Committee at their November 5, 2014 meeting. This budget is scheduled for adoption by the County Board at their November 19, 2014 meeting.

DEKALB COUNTY GOVERNMENT

- FY 2015 BUDGET -

PROPERTY TAX LEVIES

(A)	(B)	(C)	(D)	2015 Budget Based on Column E		(F)	(G)	(H)
				(E)	(E)			
	Actual	Actual	Actual	Budget	Budget	Legal Notice	Increase	Increase
1. Assessment Year	2011	2012	2013	2014	2015	Publication	From 2014	From 2014
2. Collection Year	2012	2013	2014	2015	2015	2014	To 2015	To 2015
						2015	Expected	Publication
<b>FUNDS:</b>								
3. General	10,340,109	10,974,121	11,754,877	12,425,000	12,425,000		5.7%	5.7%
4. Retirement (FICA)	100,033	100,173	99,964	100,000	100,000		0.0%	0.0%
5. Retirement (IMRF)	100,033	100,173	99,964	100,000	100,000		0.0%	0.0%
6. Tort & Liability	1,050,040	1,050,137	888,802	750,000	850,000		-15.6%	-4.4%
7. PBC Lease	175,108	175,023	174,894	175,000	175,000		0.1%	0.1%
8. Highway	1,850,100	1,850,029	1,724,946	1,680,000	1,680,000		-2.6%	-2.6%
9. Aid to Bridges	950,008	925,015	849,956	840,000	840,000		-1.2%	-1.2%
10. Federal Hwy Match	760,087	800,078	849,956	840,000	840,000		-1.2%	-1.2%
11. Health	470,134	425,082	399,857	390,000	390,000		-2.5%	-2.5%
12. Mental Health	2,215,129	2,295,034	2,345,623	2,375,000	2,375,000		1.3%	1.3%
13. Senior Services	495,092	450,032	429,899	420,000	420,000		-2.3%	-2.3%
14. Veterans Assistance	608,719	555,046	514,842	505,000	505,000		-1.9%	-1.9%
15. Nursing Home	0	0	0	0	0		0.0%	0.0%
16. Tax Cap Totals	19,114,592	19,699,943	20,133,581	20,600,000	20,700,000		2.3%	2.8%
17. PBC Bonds - Not Capped	555,761	580,927	606,174	625,000	625,000		3.1%	3.1%
18. ** TOTAL TAX LEVY	19,670,353	20,280,870	20,739,755	21,225,000	21,325,000		2.3%	2.8%
19. Capped Dollar Change	214,590	585,351	433,638	466,419	566,419			
20. Capped Percent Change	1.2%	3.1%	2.2%	2.3%	2.8%			
21. Total Dollar Change	239,961	610,517	458,885	485,245	585,245			
22. Total Percent Change	1.3%	3.1%	2.3%	2.3%	2.8%			
23. Equalized Assessment ('000)	2,029,064	1,861,945	1,726,500	1,678,000	1,688,000			
24. Percent Change from prior year	-5.5%	-8.2%	-7.3%	-2.8%	-2.2%			
25. Property Tax Rate	0.96943	1.08923	1.20126	1.26490	1.26333			
26. Market Value of \$200,000 Home since 2011	200,000	183,520	170,178	165,396	166,383			
27. County Tax on this Home	588.12	600.96	609.35	621.47	624.86			
28. Average Assessed Value of Cropland Acre	297	327	360	395	395			
29. County Tax per Cropland Acre	2.88	3.56	4.32	5.00	5.00			

FY 2015 ADOPTED BUDGET

ALL FUNDS

Fund #	Fund Name					FY2015				
		Property Taxes	Other Revenues	Transfers Received	Total Received	Salaries & Benefits	Capital	Commodities & Services	Transfers Paid Out	Total Expenses
1111	General Fund	12,625,000	15,686,700	230,000	28,541,700	22,085,000	206,500	5,036,000	1,213,000	28,540,500
1211	Retirement	0	2,000	0	2,000	0	0	0	0	0
1212	Tort & Liability	850,000	88,600	72,400	1,011,000	0	0	983,000	0	983,000
1213	PBC Lease	800,000	100,500	0	900,500	0	550,000	337,500	0	887,500
1214	Micrographics	0	155,500	0	155,500	93,000	1,600	85,500	20,000	200,100
1219	Circuit Clerk Electronic Citation	0	16,100	0	16,100	0	0	4,000	0	4,000
1220	Neutral Exchange Program	0	25,400	0	25,400	0	0	22,800	0	22,800
1221	Circuit Clerk Operations	0	57,100	0	57,100	0	0	15,000	0	15,000
1222	Law Library	0	36,100	0	36,100	0	0	79,800	0	79,800
1223	Court Automation	0	182,000	0	182,000	250,000	98,000	87,000	5,000	440,000
1224	Child Support	0	32,600	0	32,600	65,000	0	7,200	0	72,200
1225	Probation Services	0	132,000	0	132,000	0	0	173,000	50,500	223,500
1226	Document Storage	0	180,900	0	180,900	66,000	0	129,000	0	195,000
1227	Tax Sale Automation	0	30,300	0	30,300	2,200	600	6,000	0	8,800
1228	GIS - Development	0	8,000	0	8,000	0	1,000	291,000	15,000	307,000
1229	Court Security	0	291,100	200,000	491,100	477,000	8,300	11,500	0	496,800
1231	Highway	1,680,000	295,000	400,000	2,375,000	1,425,000	951,700	991,000	107,500	3,475,200
1232	Engineering	0	123,000	224,400	347,400	258,000	51,000	6,900	0	315,900
1233	Aid to Bridges	840,000	185,000	0	1,025,000	118,000	1,915,000	250,100	25,000	2,308,100
1234	County Motor Fuel	0	1,636,000	0	1,636,000	646,000	1,359,000	500,000	400,000	2,905,000
1235	Fed Hwy Matching	840,000	100	0	840,100	0	1,130,100	0	199,400	1,329,500
1236	R & R Highway Facilities	0	0	100,000	100,000	0	0	0	0	0
1241	Public Health	390,000	2,675,700	423,000	3,488,700	3,177,800	29,700	505,800	58,000	3,771,300
1242	Community Mental Health	2,375,000	3,500	2,000	2,380,500	190,800	67,500	2,060,500	61,700	2,380,500
1243	Community Action	0	299,400	7,000	306,400	264,000	0	30,600	5,500	300,100
1244	Comm Action - Revolving Loans	0	5,100	0	5,100	0	0	0	0	0
1245	Senior Services	420,000	0	0	420,000	0	0	410,800	7,000	417,800
1246	Veterans' Assistance	505,000	300	0	505,300	282,800	3,000	208,700	7,000	501,500
1247	Solid Waste Program	0	25,000	200,000	225,000	88,200	18,500	52,800	18,000	177,500
1248	Landfill Host Benefit	0	2,220,000	0	2,220,000	0	100,000	0	200,000	300,000
1471	Special Projects	0	1,000	0	1,000	0	145,000	0	25,000	170,000
1472	County Farm Land Sale	0	1,000	0	1,000	0	40,000	60,000	0	100,000
1475	Opportunity Fund	0	28,000	0	28,000	0	0	0	0	0
1476	Asset Replacement	0	55,000	718,700	773,700	0	700,000	0	0	700,000
1478	DATA Fiber Optic Network	0	27,000	25,000	52,000	0	5,000	225,000	10,000	240,000
1483	Federal Transportation Grant	0	871,800	0	871,800	20,000	0	851,700	0	871,700
1487	Evergreen Village Operations	0	0	0	0	0	0	11,600	0	11,600
1488	FEMA Grant - Evergreen Village	0	1,323,900	0	1,323,900	0	1,322,500	1,400	0	1,323,900
1501	Build America Bonds 2010	0	861,000	0	861,000	0	878,000	1,000	0	879,000
1505	Recovery Zone Bonds 2010	0	354,300	0	354,300	0	311,000	1,000	0	312,000
2501	Rehab & Nursing Center	0	14,732,800	0	14,732,800	8,729,300	297,600	5,131,300	200,900	14,359,100
2601	Medical Insurance	0	6,971,000	0	6,971,000	0	0	7,088,000	0	7,088,000
3774	History Room	0	1,300	12,000	13,300	12,100	2,000	4,000	0	18,100
3775	Children's Waiting Room	0	15,000	0	15,000	0	0	15,000	0	15,000
3776	Drug Court	0	128,000	59,000	187,000	161,000	0	71,900	0	232,900
3802	St Attorney - Drug Prosecution	0	2,500	0	2,500	0	0	4,600	0	4,600
3803	Sheriff's Law Enforce Projects	0	124,000	0	124,000	0	43,800	33,000	45,000	121,800
9999	Non General - Fund Bal Utilized	0	3,120,000	0	3,120,000	0	0	0	0	0
<b>** Total Budget **</b>		<b>21,325,000</b>	<b>53,110,600</b>	<b>2,673,500</b>	<b>77,109,100</b>	<b>38,411,200</b>	<b>10,236,400</b>	<b>25,785,000</b>	<b>2,673,500</b>	<b>77,106,100</b>

FY 2015 ADOPTED BUDGET

GENERAL FUND DEPARTMENTAL BUDGETS

Dept #	Department Name	Property Taxes	Other Revenues	Transfers Received	Total Received	Salaries & Benefits	FY2015		Transfers Paid Out	Total Expenses
							Capital	Commodities & Services		
1110	Administration	0	0	0	0	493,000	0	52,000	2,900	547,900
1210	Finance	0	0	10,000	10,000	525,000	0	48,900	18,000	591,900
1290	Non-Departmental Services	12,625,000	8,833,000	42,000	21,500,000	0	4,000	346,400	430,000	780,400
1310	Information Management	0	207,000	88,000	295,000	962,000	8,500	126,300	184,000	1,280,800
1410	Supervisor of Assessments	0	38,500	0	38,500	469,000	0	85,600	2,800	557,400
1510	County Clerk	0	650,000	0	650,000	487,000	0	38,500	0	525,500
1530	Elections	0	10,100	0	10,100	151,000	0	324,400	0	475,400
1710	Planning	0	55,000	0	55,000	448,000	800	24,000	7,500	480,300
1810	Regional Office of Education	0	0	0	0	80,000	0	31,700	7,300	119,000
1910	Treasurer	0	48,000	0	48,000	294,000	0	32,300	0	326,300
2210	Judiciary	0	69,800	0	69,800	518,000	0	97,400	2,800	618,200
2220	Jury Commission	0	0	0	0	47,000	0	93,100	0	140,100
2310	Circuit Clerk	0	1,815,000	0	1,815,000	1,146,000	0	83,900	0	1,229,900
2410	Coroner	0	20,000	0	20,000	162,000	0	71,700	7,000	240,700
2510	ESDA	0	32,000	0	32,000	109,000	8,500	30,700	1,500	149,700
2540	Local Emergency Plan Comm	0	42,100	0	42,100	19,000	0	24,700	0	43,700
2610	Sheriff	0	977,000	45,000	1,022,000	5,954,000	26,400	404,100	281,000	6,665,500
2620	Sheriff's Merit Commission	0	6,500	0	6,500	5,000	0	22,600	0	27,600
2630	Sheriff's Auxiliary	0	0	0	0	0	2,500	6,300	0	8,800
2670	Sheriff's Communications	0	1,185,000	0	1,185,000	2,692,000	11,800	136,300	38,000	2,878,100
2680	Sheriff's Corrections	0	106,500	40,000	146,500	2,909,000	9,500	1,461,300	204,000	4,583,800
2710	State's Attorney	0	291,200	0	291,200	1,805,000	0	96,200	0	1,901,200
2810	Public Defender	0	105,000	0	105,000	914,000	0	65,600	4,000	983,600
2910	Court Services	0	240,800	5,000	245,800	1,174,000	0	214,600	0	1,388,600
4810	Facilities Management	0	75,200	0	75,200	703,000	83,500	859,400	20,200	1,666,100
4910	Comm Outreach Bldg	0	79,000	0	79,000	19,000	51,000	78,000	2,000	150,000
4920	Public Health Facility	0	0	0	0	0	0	180,000	0	180,000
4999	Utilization of Fund Balance	0	800,000	0	800,000	0	0	0	0	0
** Total General Fund		12,625,000	15,686,700	230,000	28,541,700	22,085,000	206,500	5,036,000	1,213,000	28,540,500

**DEKALB COUNTY HEALTH DEPARTMENT**  
**2015 Proposed Fee Increases**

D

Program	2014 Fees	2015 Proposed Fee Increases	Estimated Revenue Generated	
<b>ANIMAL CONTROL (Line Item 3531)</b>				
Registration 1 year	1 year altered 17.00 1 year unaltered 34.00	1 year altered 19.00 1 year unaltered 38.00	\$37,000	
Registration 3 years	3 years altered 42.00 3 years unaltered 84.00	3 years altered 49.00 3 years unaltered 98.00		
Late Registration	10.00	15.00		
Inpoundment/Pickup First Offense	75.00	80.00		
Additional Dog/One Pickup	25.00	30.00		
Relinquishment	altered 50.00 unaltered 75.00			
<b>FOOD SANITATION (Line Item 3543)</b>				
Class A Food Establishment	520.00		\$13,000	
Class B Food Establishment	350.00			
Class C Food Establishment	185.00			
Class D Food Establishment	140.00			
Class E Food Establishment	1 day 50.00 2-4 days 100.00			
Plan Review - New Restaurant	140.00			
Plan Review - Established	385.00			
Restaurant Late Fee	210.00			
Non-Compliance Fee	50% of cost of license 55.00			
<b>POTABLE WATER (Line Item 3542)</b>				
Well Permit / Inspection / Sample <i>\$100 well permit fee - State Statute</i>	285.00	290.00		\$3,100
Water Sample with Collection	75.00			
Well Sealing Permit	75.00			
Monitoring Well Permit <i>\$100 first 10 holes; \$10 each additional</i>		100.00		
Geothermal Well <i>\$100 first 10 holes; \$10 each additional</i>		100.00		
Monitoring Well/Geothermal Well Sealing Permit <i>\$100 first 10 holes; \$10 each additional</i>		100.00		
<b>SEWAGE (Line Item 3541)</b>				
Septic Installer License	165.00	170.00	\$31,100	
Septic Permit - established	290.00	380.00		
Septic Permit - new	380.00			
<b>REAL ESTATE INSPECTIONS (3551 and 3552)</b>				
Well Inspection and Water Test Sample	165.00	170.00	\$6,500	
Additional Water Sample	55.00	40.00		
Septic Inspection	155.00	160.00		
<b>CLINIC SERVICES</b>		Based on current cost plus vaccine administration		
<b>VITAL RECORDS</b>				
First Copy (Birth)	15.00		\$6,500	
Each Additional Copy (Birth)	5.00	7.00		
First Copy (Death)	19.00	20.00	\$90,700	
Each Additional Copy (Death)	14.00	15.00		
<b>TOTAL</b>				

DEKALB COUNTY GOVERNMENT

P

FY 2015 BUDGET

**Appeal of Administrative Recommendation**

(To be Used by County Board Members, Department Heads, Outside Agencies)

Name of Person Submitting Appeal: \_\_\_\_\_

If Applicable:

Appeal pertains to which Department: \_\_\_\_\_

Instructions

County Board Members, Department Heads, and Outside Agencies should use this form as a method to formally appeal a component of the Administrative Recommendation of the FY 2015 Budget as presented on September 3, 2014. Appeals will be referred to the appropriate Committee. If the Committee concurs with the appeal, then the item will be referred to the Finance Committee on Wednesday, November 5, 2014. **Please use one form per item being appealed.**

Item Appealed:

Total Dollars Under Appeal:

What you would like to see happen:

Where do you suggest additional funding comes from or how should the savings be used:

**PLEASE RETURN TO THE FINANCE OFFICE (E-MAIL: [pstefan@dekalbcounty.org](mailto:pstefan@dekalbcounty.org)) BY**

**TUESDAY, SEPTEMBER 30, 2014**

**--- SOONER IF POSSIBLE ---**

*Note: These minutes are not official until approved by the Forest Preserve District Commissioners at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

DeKalb County Government  
Sycamore, Illinois

**COUNTY FOREST PRESERVE PROCEEDINGS**  
**August 20, 2014**

The DeKalb County Forest Preserve District Commissioners met in regular session at the Legislative Center Wednesday, August 20, 2014. President Metzger called the meeting to order and the Secretary called the roll. Those Commissioners present were Mrs. Turner, Mr. Whelan, Mr. Brown, Mr. Cribben, Mr. Cvek, Mr. Deverell, Mr. Emerson, Ms. Fauci, Mr. Foster, Mr. Frieders, Mr. Gudmunson, Mrs. Haji-Sheikh, Mr. Johnson, Mr. Jones, Ms. Leifheit, Mr. O'Barski, Mr. Oncken, Mr. Pietrowski, Ms. Polanco, Mr. Reid, Mr. Stoddard, Mrs. Tobias, and President Metzger. Mrs. DeFauw was absent.

**APPROVAL OF MINUTES**

Motion

Ms. Fauci moved to approve the Minutes of June 18, 2014. Mr. Cribben seconded the motion.

Voice Vote

President Metzger asked for a voice vote on the approval of the Minutes. All Commissioners present voted yea. Motion carried unanimously.

**APPROVAL OF AGENDA**

Motion

Mr. Whelan moved to approve the Agenda and Mr. Stoddard seconded the motion.

Voice Vote

President Metzger asked for a voice vote on the Agenda. Motion carried unanimously.

**STANDING COMMITTEE REPORT**

**Claims for July 2014**

Motion

Ms. Fauci moved to approve the claims for last month, and the off cycle claims paid during the previous month, in the amount of \$76,311.77. Mr. O'Barski seconded the motion.

Roll Call Vote

President Metzger asked for a roll call vote on the approval of the claims from July. Those Commissioners voting yea were Mrs. Turner, Mr. Whelan, Mr. Brown, Mr. Cribben, Mr. Cvek, Mr. Deverell, Mr. Emerson, Ms. Fauci, Mr. Foster, Mr. Frieders, Mr. Gudmunson, Mrs. Haji-Sheikh, Mr. Johnson, Mr. Jones, Ms. Leifheit, Mr. O'Barski, Mr. Oncken, Mr. Pietrowski, Ms. Polanco, Mr. Reid, Mr. Stoddard, Mrs. Tobias, and President Metzger. All Commissioners present voted yea. Motion carried unanimously.



**Claims for August 2014**

Motion

Ms. Fauci moved to approve the claims for this month, and the off cycle claims paid during the previous month, in the amount of \$69,825.41. Mrs. Haji-Sheikh seconded the motion.

Roll Call Vote

President Metzger asked for a roll call vote on the approval of the claims. Those Commissioners voting yea were Mrs. Turner, Mr. Whelan, Mr. Brown, Mr. Cribben, Mr. Cvek, Mr. Deverell, Mr. Emerson, Ms. Fauci, Mr. Foster, Mr. Frieders, Mr. Gudmunson, Mrs. Haji-Sheikh, Mr. Johnson, Mr. Jones, Ms. Leifheit, Mr. O'Barski, Mr. Oncken, Mr. Pietrowski, Ms. Polanco, Mr. Reid, Mr. Stoddard, Mrs. Tobias, and President Metzger. All Commissioners present voted yea. Motion carried unanimously.

**OLD BUSINESS / NEW BUSINESS**

There were no items to discuss under old business or new business.

**ADJOURNMENT**

Motion

Mr. Oncken moved to adjourn the meeting and Mrs. Turner seconded the motion.

Voice Vote

President Metzger called for a voice vote on the adjournment. All Commissioners voted yea. Motion carried unanimously.

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President, DeKalb County Forest  
Preserve District Commissioners

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Secretary, DeKalb County Forest  
Preserve District Commissioners

*Note: These minutes are not official until approved by the Forest Preserve District Commissioners at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

**RESOLUTION**

**FP – R 2014 - 03**

WHEREAS, the Forest Preserve Superintendent has submitted detailed budget information outlining the assessment of the needs for the Forest Preserve District for the fiscal year 2015, and

WHEREAS, the Forest Preserve Superintendent has assembled this information into a Budget Workbook which the Forest Preserve Committee has used to review and analyze the requests of the Forest Preserve District, and

WHEREAS, the Forest Preserve Committee has now received and reviewed those requests, and

WHEREAS, the Forest Preserve Budget must be on file for public inspection before it may be adopted by the Forest Preserve Commissioners on November 19th, 2014.

NOW, THEREFORE, BE IT RESOLVED, by the DeKalb County Forest Preserve District Commissioners that it does hereby place on file in the DeKalb County Clerk's Office, on the County's Internet site, and at two other geographically diverse public offices (the Sandwich City Hall and the office of the Genoa City Clerk), for public inspection the attached budget, as well as information utilized by the Committees in preparation of the 2015 Fiscal Year Budget.

PASSED AT SYCAMORE, ILLINOIS, THIS 17th DAY OF September, 2014, A.D.

ATTEST:

\_\_\_\_\_

Douglas J. Johnson  
DeKalb County Clerk

\_\_\_\_\_

Jeffery L. Metzger  
Forest Preserve President

**AN ORDINANCE OF THE DE KALB COUNTY FOREST PRESERVE DISTRICT  
PROVIDING AN ANNUAL APPROPRIATION**

An Ordinance making appropriations for the corporate purposes of the DeKalb County Forest Preserve District, in the County of DeKalb, State of Illinois, for the period commencing January 1, 2015 and continuing through December 31, 2015.

BE IT ORDAINED BY THE DEKALB COUNTY FOREST PRESERVE DISTRICT COMMISSIONERS:

SECTION 1. The Forest Preserve Committee of the DeKalb County Forest Preserve District Commissioners has conducted reviews and public notice concerning the annual appropriation for the 2015 - Fiscal Year and that the following sums, or so much thereof as may be authorized by law, be and the same are hereby appropriated for the corporate purposes of the DeKalb County Forest Preserve District of DeKalb County, Illinois, to defray all necessary expenses and liabilities of said DeKalb County Forest Preserve District, as hereinafter specified, for the period commencing January 1, 2015 and continuing through December 31, 2015.

**PERSONNEL SERVICES**

6005	Regular Salaries & Wages	\$215,000
6051	Boards & Commissions	6,000
6061	Seasonal Staff and Park Managers	60,000
6081	Safety & Security	10,000
6221	Longevity	6,000
6231	Deferred Compensation	5,000
6501	FICA	25,000
6502	IMRF*	45,000
6511	Health/ Medical Insurance	45,000
6512	Life Insurance	1,000
6601	Unemployment Insurance	1,000
	<b>SUBTOTAL</b>	<b>\$419,000</b>

**CAPITAL**

7232	DeKalb / Sycamore Trail	\$ 25,000
7252	Special Projects	10,000
7253	Park Improvements	10,000
7254	Park Improvements (Staff)	10,000
7258	Wetland Mitigation	-0-
7801	Vehicles	-0-
7802	Construction Equipment	-0-
7803	Lawn Equipment	3,000
	<b>SUBTOTAL</b>	<b>\$58,000</b>

**COMMODITIES AND SERVICES**

8003	Travel	\$ 500
8005	Mileage-Boards	600
8011	Memberships	500
8013	Public Notices	0
8022	Maint-Equipment	7,000
8023	Maint-Vehicles	8,000
8024	Maint-Buildings & Grounds	18,000
8041	Utilities	7,000
8044	Telephone	5,000
8051	Professional Services	10,000
8061	Commercial Services	2,000
8211	Property Taxes	1,500
8332	Environmental Education	20,000
8411	NREC Expenses	25,000
9001	Supplies	25,000
9011	Postage	400
9021	Copies In-house	500
9211	Clothing	1,000
9221	Fuel	35,000
9241	Vehicular Parts	1,000
9242	Machine & Equipment Parts	2,000
9801	Miscellaneous	1,000
	<b>SUBTOTAL</b>	<b>\$171,000</b>

**Land Acquisition & Land Management**

(4250) 6071, 6501, 6502, 6601 Land Management \$55,100, 5936 Cont. Land Ac. \$444,900 **\$500,000**

**Retirement**

(4260 ) Contribution to IMRF Reserve \$205,000 \* note additional \$45,000 accounted for in 6502 **\$205,000**

**Tort and Liability**

( 4270 ) 7253 Risk Abatement \$150,000, 8101 Insurance Premiums \$20,000, 9001 Supplies \$30,000 **\$200,000**

**SUBTOTAL \$905,000**

**TOTAL EXPENSES \$1,553,000**

Section 2. That the following sums constitute a statement of estimated revenues for the DeKalb County Forest Preserve District for the period commencing January 1, 2015 and continuing through December 31, 2015.

3011	Property Tax (General )	\$1,010,000
3014	Property Tax (FICA)	25,000
4260-	3014 Property Tax (IMRF)	250,000
4270-	3015 Property Tax (Tort and Liability)	200,000
3331	Replacement Tax	10,000
4632	NREC Revenue	25,000
5501	Interest	5,000
5521	Farm Licenses	18,000
5522	Shelter Rentals, Camping Fees	10,000
	<b>TOTAL REVENUE DISTRIBUTED</b>	<b>\$ 1,553,000</b>