

# City of Rock Falls

603 W. 10<sup>th</sup> Street  
Rock Falls, IL 61071-2854

*Mayor*

William B. Wescott  
815-380-5333

*City Administrator*

Robbin D. Blackert  
815-564-1366



*City Clerk*

Eric Arduini  
815-622-1104

*City Treasurer*

Kay Abner  
815-622-1100

## City Council Agenda Rock Falls Council Chambers February 6th, 2018 6:30 p.m.

Call to Order @ 6:30 p.m.  
Pledge of Allegiance  
Roll Call

**Proclamation:**

Proclamation honoring Lineman Kaleb C. Martin

**Audience Requests:**

**Community Affairs:**

Bethany Bland, President /CEO, Rock Falls Chamber of Commerce.

**Consent Agenda:**

1. Approval of the Minutes of the January 16<sup>th</sup>, 2018 Regular Council Meeting.
2. Approval of bills as presented.
3. Approval of the renewal of IDNR Hennepin Canal Lease No. 3146 for 5 years in the amount of \$1,100.00

**Ordinance First Reading:**

1. Approval of **Ordinance 2018-2358** Adding Section 16-398 governing the removal of open wine bottles from restaurants.
2. Approval of **Ordinance 2018-2359** Amending section 32-1 Utility Office.

**City Administrator Robbin Blackert:**

1. Water and sewer rate study presentation
2. Approval of the job description for Fiber outside Plant Supervisor
3. Approval of the Utilities Committee Policy Manual

**Information/Correspondence:**

Eric Arduini, City Clerk

1. Rock Falls Chamber Annual Dinner February 22nd, 2018.

James Reese, City Attorney  
Brian Frickenstein, City Engineer

**Department Heads:**

Water Reclamation- Ed Cox

Electric- Dick Simon

1. Approval of the installation fees and 3 year contract with Federated Service Solutions 30955 Northwestern Highway Farmington Hill, Michigan for Samsara Vehicle Gateways to be installed on the city trucks in the amount of \$46,270.00.

Police Chief- Chief Tammy Nelson

Fire Chief- Chief Gary Cook

Building Inspector- Mark Searing

Water - Ted Padilla

Street - Larry Spinka

Utility Office - Diane Hatfield

1. Approval of Utility Office write-offs 10-2017 through 12-2017

Tourism - Janell Loos

Broadband - Wayne Shafer

1. Awarding of the low bid from PirTano - 1766 Armitage Dr. Addison, IL. for the Phase One Service Area FTTP GPON OSP Construction project in the amount of \$1,925,330.47
2. Approval of the purchase of fiber equipment from Walker & Associates, 7129 Old Highway 52 N, Welcome, NC 27374 for \$241,988.04 as a sole source provider.

**Ward Reports:**

**Ward 1**

Ald. Reitzel

Ald. Logan

**Ward 2**

Ald. Kuhlemier

Ald. Snow

**Ward 3**

Ald. Schuneman

Ald. Kleckler

**Ward 4**

Ald. Folsom

Ald. Sobottka

**Mayor's Report:**

1. Request with Council consent and approval the appointment of Alderman Glen Kuhlemier to serve as Mayor Pro Tem for the period February 8th-13th, 2018.
2. Set February 20th, 2018 as the date for the Mayoral State of the City Address.
3. February 15th, 2018 Northern Illinois Mayor's Association dinner at 6:00 p.m. @ Candlelight Inn.
4. Legislative Updates

**Executive Session:**

**Any action taken from Executive Session:**

**Adjournment:**

**Next City Council Meeting 02-20-2018**

Posted 02-02-2018

Eric Arduini, City Clerk

# PROCLAMATION

## HONORING LINEMAN KALEB C. MARTIN FOR HIS ACTIONS OF DECEMBER 20, 2017

**WHEREAS**, Kaleb C. Martin has been a member of the Rock Falls Electric Department in the position of Lineman since February 12, 2007, and will soon achieve 11 years of service to the Department and the citizens of Rock Falls; and

**WHEREAS**, On December 20, 2017 at 9:32 a.m., the Rock Falls Fire Department and Sterling Fire Department were notified by Twin Com Consolidated Dispatch Center of a structure fire with a heavy volume of fire coming from all windows and doors at the intersection of West 6<sup>th</sup> Street and 11<sup>th</sup> Avenue in Rock Falls with possibly one occupant trapped in the building; and

**WHEREAS**, Kaleb C. Martin while traveling around the city on business for the electric Department, saw a pillar of smoke on the horizon in the sky and proceeded to investigate, on the chance that if it were a structure fire, the electric department would most likely be called to disconnect service. Upon his arrival at the intersection of West 6<sup>th</sup> Street and 11<sup>th</sup> Avenue, he was the first one on the scene and found the structure fully involved. Two occupants were out of the structure standing in front of the residence, and he then noticed a woman on the roof on the east end of the structure. He proceeded to his truck and returned with a ladder and assisted the woman off of the structure to safety; and

**WHEREAS**, following the rescue of the female from the roof, he then proceeded to the west side of the structure and assisted Officer Johnathan J. Carter of the Rock Falls Police Department with the rescue of another occupant that was trapped in the basement of the structure. Both men proceeded to break the window and kick in the window frame. They both then without concern for their own safety, reached into the smoke filled basement and pulled the man, whom already had an injured leg up through a very small basement widow to safety, literally seconds before he would have been rendered unconscious due to the heavy smoke conditions;

**THEREFORE**, in recognition of his heroic actions, Kaleb C. Martin is hereby recognized for his unselfish act of courage under unusually difficult, and dangerous circumstances outside of his normally assigned duties to an extraordinary degree, acting in a manner which truly resulted in saving the lives of others.

**NOW THEREFORE, BE IT PROCLAIMED** that the Mayor William B. Wescott and the City Council of the City of Rock Falls, Whiteside County, Illinois due hereby honor Kaleb C. Martin for his actions and demonstration of bravery and service to others without concern for his own safety.

Passed this 6<sup>th</sup> day of February, 2018.

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William B. Wescott, Mayor

ATTEST:

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Eric Arduini, City Clerk

REGULAR MEETING MINUTES OF THE MAYOR AND  
ALDERMEN OF THE CITY OF ROCK FALLS

January 16th, 2018

The regular meeting of the Mayor and City Council of Rock Falls, Illinois was called to order by Mayor William B. Wescott at 6:30 p.m. on January 16th, 2018 in the Council Chambers of Rock Falls.

City Clerk Eric Arduini called the roll following the pledge of allegiance. A quorum was present including Aldermen Daehle Reitzel, George Logan Jr., Brian Snow, Glen Kuhlemier, Jim Schuneman, Rod Kleckler, and Violet Sobottka. Alderman Lee Folsom was absent. In addition Attorney Tom Sanders and City Administrator Robbin Blackert were present.

**Proclamation:**

National Mentoring Month - January 2018 - Big Brothers Big Sisters of the Mississippi Valley- Whiteside County

Clerk Arduini read the proclamation. Amanda Wike approached the Council and explained that the Big Brothers Big Sisters organization is committed to mentoring helping kids have fun, and learn skills from their mentor. The organization has over 40 members, and in the month of January they are honoring the mentors. Mrs. Wike, and Landon joined Mayor Wescott for pictures. Landon is in 3<sup>rd</sup> grade, and is Mayor Wescott's "Little".

A motion to approve the proclamation was made by Alderman Logan, and second by Alderman Sobottka.

**Vote 7 aye, motion carried**

**Consent Agenda:**

The consent agenda was read aloud by City Clerk Eric Arduini. A motion to approve consent agenda as read by omnibus designation was made by Alderman Schuneman and second by Alderman Kuhlemier.

1. Approve the Minutes of the January 2<sup>nd</sup>, 2018 Regular Council Meeting.
2. Approval of bills as presented.

**Vote 7 aye, motion carried**

**Ordinance Second Reading / Adoption:**

A motion was made Alderman Reitzel, and second by Alderman Snow for the adoption of **Ordinance 2018-2357** Disposal of surplus property - 2006 Chrysler Pacifica

**Vote 7 aye, motion carried**

**Attorney Tom Sanders:**

Mr. Sanders wished Jim Reese a happy and healthy 75<sup>th</sup> birthday.

**Ward Reports:**

**Ward 1:**

Alderman Daehle Reitzel thanked the Street and Water Departments for their work during the recent cold weather.

**Ward 3:**

Alderman Schuneman invited everyone to the next Finance Committee meeting on Tuesday where they will be discussing water and wastewater rates. He also thanked all of the street department and other departments for clearing snow and working in the cold weather.

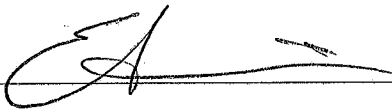
**Ward 4:**

Alderman Sobottka, wished Jim Reese happy birthday.

With nothing else for the good of the Council a motion was made by Alderman Sobottka and second by Alderman Reitzel to adjourn the meeting at 6:34pm.

**Viva Voce Vote, motion carried**

Meeting is adjourned at 6:34pm



Eric Arduini, City Clerk

CITY OF ROCK FALLS

Rock Falls, Illinois February 6, 2018

To the Mayor and City Council of the City of Rock Falls, Your Committee on Finance would respectfully report that they have examined the following bills presented against the City, and have found the same correct and would recommend the payment of the various amounts to the several claimants as follows:

Sesquicentennial Fund		\$0.00
Tourism		\$494.75
General Fund		\$63,278.47
Industrial Development		\$110.00
Tax Increment Financing		\$0.00
Electric	Electric O & M	\$129,909.56
Broadband Fund		\$0.00
Fiber Optic/Broadband (Tax Exempt)		\$2,000.00
Fiber Optic/Broadband (Taxable)		\$866.08
GIS/IT Fund		\$0.00
Sewer	Sewer Revenue/O & M	\$159,549.67
Water	Water Revenue/O & M	\$26,919.93
Garbage		\$137.50
Customer Service Center		\$390.66
D.U.I. Fund		\$253.78
Drug Fund		\$17,710.00
Tobacco Grant		\$74.00
Safe Passage/Non Evidentiary		\$0.00
Motor Fuel Tax		\$0.00
Customer Utility Deposits		\$50.00
		<u>\$401,744.40</u>

Alderman Kuhlemier  
Alderman Logan  
Alderman Kleckler

DATE: 01/19/2018  
 TIME: 08:12:48  
 ID: AP443000.WOW

CITY OF ROCK FALLS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 01/19/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
TOURISM			
05	TOURISM		
172	CITY OF ROCK FALLS	3,525.18	3.26
5015	CARD SERVICE CENTER	61,595.20	416.22
	TOURISM		419.48
GENERAL FUND			
01	ADMINISTRATION		
5015	CARD SERVICE CENTER	61,595.20	1,821.60
	ADMINISTRATION		1,821.60
02	CITY ADMINISTRATOR		
172	CITY OF ROCK FALLS	3,525.18	1.38
	CITY ADMINISTRATOR		1.38
04	BUILDING		
172	CITY OF ROCK FALLS	3,525.18	19.19
5015	CARD SERVICE CENTER	61,595.20	159.84
5189	MANPOWER	47,720.91	395.04
837	SHELL	49,313.76	29.23
	BUILDING		603.30
05	CITY CLERK'S OFFICE		
172	CITY OF ROCK FALLS	3,525.18	130.12
5015	CARD SERVICE CENTER	61,595.20	31.86
795	SBM BUSINESS EQUIPMENT CENTER	10,214.29	88.00
	CITY CLERK'S OFFICE		249.98
06	POLICE		
172	CITY OF ROCK FALLS	3,525.18	14.11
1849	ROCK FALLS PIT STOP	117.00	186.00

DATE: 01/19/2018  
 TIME: 08:12:48  
 ID: AP443000.WOW

CITY OF ROCK FALLS  
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 01/19/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
06	POLICE		
4796	VERIZON WIRELESS	13,730.75	444.57
5015	CARD SERVICE CENTER	61,595.20	965.60
5037	COOK COUNTY SHERRIFF'S	2,517.60	6,500.00
5189	MANPOWER	47,720.91	840.00
55	ARAMARK UNIFORM SERVICES, INC.	17,518.02	67.47
752	ROCK FALLS AREA DOG CONTROL	3,957.85	575.17
771	PINNEY PRINTING CO	9,091.74	180.76
837	SHELL	49,313.76	2,903.63
T0001753	PUBLIC AGENCY TRAINING COUNCIL	295.00	295.00
T0003221	J.G. UNIFORMS, INC.		325.55
	POLICE		13,297.86
07	CODE HEARING DEPARTMENT		
172	CITY OF ROCK FALLS	3,525.18	68.00
	CODE HEARING DEPARTMENT		68.00
10	STREET		
110	BONNELL INDUSTRIES, INC.	29,256.50	1,409.60
194	GRUMMERT'S HARDWARE - R.F.	5,149.47	23.93
2274	FAMILY TABLE RESTAURANT		62.35
4707	KIMBALL MIDWEST		265.47
4796	VERIZON WIRELESS	13,730.75	63.51
4963	CUSTOM PRODUCTS CORP		216.05
837	SHELL	49,313.76	507.35
T0002822	CYLINDERS PLUS		433.60
	STREET		2,981.86
12	PUBLIC PROPERTY		
4640	TERRACON CONSULTANTS	320,515.95	8,470.00
5015	CARD SERVICE CENTER	61,595.20	50.09
	PUBLIC PROPERTY		8,520.09
13	FIRE		



DATE: 01/19/2018  
TIME: 08:12:48  
ID: AP443000.WOW

CITY OF ROCK FALLS  
DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 01/19/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
GENERAL FUND			
13	FIRE		
172	CITY OF ROCK FALLS	3,525.18	4.60
194	GRUMMERT'S HARDWARE - R.F.	5,149.47	12.91
5015	CARD SERVICE CENTER	61,595.20	63.05
837	SHELL	49,313.76	611.01
	FIRE		691.57
ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
1224	AIRGAS USA LLC	1,295.27	82.32
172	CITY OF ROCK FALLS	3,525.18	0.92
194	GRUMMERT'S HARDWARE - R.F.	5,149.47	12.59
2380	AUTOZONE	88.55	69.99
2631	HOUSE'S TRUCK & AUTO REPAIR	5,631.43	5,654.78
364	GRUMMERTS HARDWARE - STERLING	955.01	113.96
4207	O'REILLY AUTOMOTIVE INC	6,976.05	32.33
4215	POWER LINE SUPPLY	31,329.77	3,040.20
423	AT&T	14,183.15	122.75
4358	BROWNSTOWN ELECTRIC SUPPLY CO	900.00	1,887.10
440	ILLINOIS MUNICIPAL UTILITIES	10,741.75	500.00
4796	VERIZON WIRELESS	13,730.75	444.35
5008	POWER SYSTEM ENGINEERING INC	18,079.46	150.00
5015	CARD SERVICE CENTER	61,595.20	1,841.99
55	ARAMARK UNIFORM SERVICES, INC.	17,518.02	224.02
837	SHELL	49,313.76	1,450.40
T0004675			17.03
	OPERATION & MAINTENANCE		15,644.73
FIBER OPTIC BROADBAND/TAXABLE			
23	FIBER OPTIC BROADBAND/TAXABLE		
4796	VERIZON WIRELESS	13,730.75	63.51
5018	USIC LOCATING SERVICES LLC	8,662.49	671.94
837	SHELL	49,313.76	130.63
	FIBER OPTIC BROADBAND/TAXABLE		866.08
FIBER OPTIC BROADBAND/TXEXEMPT			
24	FIBER OPTIC BROADBAND/TXEXEMPT		

INVOICES DUE ON/BEFORE 01/19/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
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FIBER OPTIC 24	BROADBAND/TXEXEMPT FIBER OPTIC BROADBAND/TXEXEMPT		
5207	INTERNET SERVICES PROVIDER NET	3,000.00	2,000.00
	FIBER OPTIC BROADBAND/TXEXEMPT		2,000.00
SEWER FUND			
30	SEWER		
4991	WELLS FARGO EQUIPMENT FINANCE		36,011.43
	SEWER		36,011.43
38	OPERATION & MAINTENANCE		
110	BONNELL INDUSTRIES, INC.	29,256.50	68.00
172	CITY OF ROCK FALLS	3,525.18	8.73
194	GRUMMERT'S HARDWARE - R.F.	5,149.47	31.49
200	COM ED	1,321.93	228.86
423	AT&T	14,183.15	630.88
4383	GRAINGER	208.71	109.05
4796	VERIZON WIRELESS	13,730.75	226.99
4991	WELLS FARGO EQUIPMENT FINANCE		1,436.86
651	NICOR	21,280.47	8,986.93
837	SHELL	49,313.76	271.63
	OPERATION & MAINTENANCE		11,999.42
WATER FUND			
48	OPERATION & MAINTENANCE		
1449	QUALITY READY MIX	41,773.32	468.75
172	CITY OF ROCK FALLS	3,525.18	7.23
1740	VIKING CHEMICAL CO	8,227.93	655.00
2274	FAMILY TABLE RESTAURANT		83.35
34	ALTORFER INC.	46,360.47	216.07
395	HILLS ELECTRIC MOTOR SERVICE	480.94	10.76
4207	O'REILLY AUTOMOTIVE INC	6,976.05	107.88
4387	AMERICAN LEAK DETECTION	6,500.00	1,200.00
5015	CARD SERVICE CENTER	61,595.20	555.94
55	ARAMARK UNIFORM SERVICES, INC.	17,518.02	84.54
837	SHELL	49,313.76	631.04
T0001959	SAUK VALLEY PLUMBING INC	1,161.66	118.45
	OPERATION & MAINTENANCE		4,139.01

DATE: 01/19/2018  
TIME: 08:12:48  
ID: AP443000.WOW

CITY OF ROCK FALLS  
DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 01/19/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
CUSTOMER SERVICE CENTER			
51	CUSTOMER SERVICE CENTER		
172	CITY OF ROCK FALLS	3,525.18	171.08
5015	CARD SERVICE CENTER	61,595.20	19.15
	CUSTOMER SERVICE CENTER		190.23
DUI FUND			
55	DUI		
5015	CARD SERVICE CENTER	61,595.20	253.78
	DUI		253.78
CUSTOMER UTILITY DEPOSITS			
75	CUSTOMER UTILITY DEPOSITS		
T0004674	████████████████████		50.00
	CUSTOMER UTILITY DEPOSITS		50.00
	TOTAL ALL DEPARTMENTS		99,809.80

DATE: 01/25/2018  
 TIME: 13:43:42  
 ID: AP443000.WOW

CITY OF ROCK FALLS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 01/26/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
TOURISM			
05	TOURISM		
200	COM ED	1,550.79	27.47
5032	COMCAST	3,497.92	4.76
5178	COMCAST BUSINESS	6,103.90	37.80
	TOURISM		70.03
GENERAL FUND			
01	ADMINISTRATION		
4139	CIRCUIT CLERK OF HENRY COUNTY		200.00
4331	CIRCUIT CLERK OF LEE COUNTY	5,100.00	50.00
4904	CIRCUIT CLERK OF PEORIA COUNTY		575.00
5032	COMCAST	3,497.92	4.76
5178	COMCAST BUSINESS	6,103.90	37.80
T0000088	CIRCUIT CLERK OF		500.00
	ADMINISTRATION		1,367.56
02	CITY ADMINISTRATOR		
5032	COMCAST	3,497.92	2.38
5178	COMCAST BUSINESS	6,103.90	37.80
795	SBM BUSINESS EQUIPMENT CENTER	10,302.29	77.86
	CITY ADMINISTRATOR		118.04
04	BUILDING		
2451	MENARDS	4,292.76	19.99
5032	COMCAST	3,497.92	9.51
5178	COMCAST BUSINESS	6,103.90	75.68
5189	MANPOWER	48,955.95	493.80
	BUILDING		598.98
05	CITY CLERK'S OFFICE		
5032	COMCAST	3,497.92	9.51
5087	ERIC ARDUINI	601.26	137.12
5178	COMCAST BUSINESS	6,103.90	75.64
	CITY CLERK'S OFFICE		222.27

INVOICES DUE ON/BEFORE 01/26/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
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GENERAL FUND			
06	POLICE		
1622	C.O.P.S. TESTING SERVICE, INC.		450.00
2985	WALMART COMMUNITY/SYNCB	4,246.48	43.47
4979	ALLIANCES COUNSELING SERVICES	1,100.00	550.00
5032	COMCAST	3,497.92	73.63
5178	COMCAST BUSINESS	6,103.90	151.18
5189	MANPOWER	48,955.95	465.00
T0003192	TRITON COLLEGE	300.00	600.00
	POLICE		2,333.28
10	STREET		
194	GRUMMERT'S HARDWARE - R.F.	5,230.39	57.57
2631	HOUSE'S TRUCK & AUTO REPAIR	11,286.21	114.00
2985	WALMART COMMUNITY/SYNCB	4,246.48	28.82
325	FOSTER COACH SALES	445.32	367.92
4207	O'REILLY AUTOMOTIVE INC	7,116.26	28.45
4963	CUSTOM PRODUCTS CORP	216.05	1,296.37
5032	COMCAST	3,497.92	4.76
5178	COMCAST BUSINESS	6,103.90	37.80
55	ARAMARK UNIFORM SERVICES, INC.	17,894.05	243.19
	STREET		2,178.88
12	PUBLIC PROPERTY		
423	AT&T	14,936.78	322.73
4592	DIXON GLASS CO	518.53	2,591.85
	PUBLIC PROPERTY		2,914.58
13	FIRE		
2684	ILLINOIS FIREFIGHTERS ASSOC.		125.00
2985	WALMART COMMUNITY/SYNCB	4,246.48	108.11
5032	COMCAST	3,497.92	36.54
5178	COMCAST BUSINESS	6,103.90	113.38
724	RANDY'S TRUCK REPAIR, INC.	3,062.34	275.14
	FIRE		658.17

INVOICES DUE ON/BEFORE 01/26/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
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ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
1634	JULIE, INC.		749.14
1853	MOORE TIRES INC.	7,032.93	25.00
194	GRUMMERT'S HARDWARE - R.F.	5,230.39	41.78
2631	HOUSE'S TRUCK & AUTO REPAIR	11,286.21	1,856.38
2985	WALMART COMMUNITY/SYNCB	4,246.48	7.09
34	ALTORFER INC.	46,576.54	5,933.47
4215	POWER LINE SUPPLY	34,369.97	2,755.50
4358	BROWNSTOWN ELECTRIC SUPPLY CO	2,787.10	4,950.00
44	AMERICAN PUBLIC POWER ASSOC.		680.40
4528	MODERN SHOE SHOP	577.98	566.97
4620	TRI-COUNTY OPP COUNCIL	1,083.20	44.41
4866	LOESCHER	10,709.56	257.50
5020	GRAYBAR	8,875.35	8,647.50
5032	COMCAST	3,497.92	23.78
5062	HALL'S SAFETY EQUIPMENT CORP.	3,557.49	262.70
5178	COMCAST BUSINESS	6,103.90	75.66
T0004676	██████████		105.86
	OPERATION & MAINTENANCE		26,983.14
SEWER FUND			
38	OPERATION & MAINTENANCE		
1634	JULIE, INC.		749.15
200	COM ED	1,550.79	81.16
2301	STERLING NAPA	2,233.45	435.75
2985	WALMART COMMUNITY/SYNCB	4,246.48	129.50
4528	MODERN SHOE SHOP	577.98	377.98
5032	COMCAST	3,497.92	16.64
5131	METROPOLITAN INDUSTRIES, INC.	64,492.75	810.00
5178	COMCAST BUSINESS	6,103.90	37.80
	OPERATION & MAINTENANCE		2,637.98
WATER FUND			
40	WATER		
2449	CORE & MAIN LP	8,047.36	612.00
	WATER		612.00

INVOICES DUE ON/BEFORE 01/26/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
WATER FUND			
48	OPERATION & MAINTENANCE		
1224	AIRGAS USA LLC	1,377.59	64.63
1449	QUALITY READY MIX	42,242.07	1,669.25
1634	JULIE, INC.		749.15
194	GRUMMERT'S HARDWARE - R.F.	5,230.39	58.49
2851	FASTENAL COMPANY	1,075.81	250.99
2985	WALMART COMMUNITY/SYNCB	4,246.48	37.86
3107	CULVER'S	87.78	36.93
4141	JEFF BEHRENS EXCAVATING	20,296.00	7,050.00
4207	O'REILLY AUTOMOTIVE INC	7,116.26	32.47
423	AT&T	14,936.78	371.23
4361	FERGUSON WATERWORKS #2516	99,562.38	8,222.78
466	J & K LOCKSMITH SERVICE	213.00	46.50
4773	QUALITY CHEMICAL CO MIDWEST	7,768.72	224.65
5032	COMCAST	3,497.92	11.89
5171	POLLARD WATER	3,278.31	100.53
5178	COMCAST BUSINESS	6,103.90	37.80
55	ARAMARK UNIFORM SERVICES, INC.	17,894.05	125.86
67	B & D SUPPLY CO.	6,870.73	127.70
	OPERATION & MAINTENANCE		19,218.71
GARBAGE FUND			
50	GARBAGE		
4446	MORING DISPOSAL, INC.	311,410.28	82.50
	GARBAGE		82.50
CUSTOMER SERVICE CENTER			
51	CUSTOMER SERVICE CENTER		
2451	MENARDS	4,292.76	5.28
2688	STAPLES CREDIT PLAN	29.08	79.48
5032	COMCAST	3,497.92	16.64
5178	COMCAST BUSINESS	6,103.90	75.68
	CUSTOMER SERVICE CENTER		177.08
	TOTAL ALL DEPARTMENTS		60,173.20

DATE: 02/01/2018  
 TIME: 13:47:07  
 ID: AP443000.WOW

CITY OF ROCK FALLS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/02/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
TOURISM			
05	TOURISM		
5032	COMCAST	3,712.72	5.24
	TOURISM		5.24
W/C - GENERAL LIABILITY			
08	W/C-GENERAL LIABILITY		
4941	MUNICIPAL INSUR COOP AGENCY	480,710.00	2,507.77
	W/C-GENERAL LIABILITY		2,507.77
GENERAL FUND			
01	ADMINISTRATION		
1472	WARD, MURRAY, PACE & JOHNSON	113,342.15	3,630.00
4310	PITNEY BOWES	2,505.00	1,000.00
4331	CIRCUIT CLERK OF LEE COUNTY	5,150.00	875.00
4392	WILLIAM B WESCOTT	1,333.46	40.00
4861	CIRCUIT CLERK OF WHITESIDE CO	2,180.00	575.00
5032	COMCAST	3,712.72	5.24
5148	RETAIL ATTRACTIONS LLC	28,800.00	3,600.00
753	ROCK FALLS CHAMBER OF COMMERCE	5,260.40	500.00
	ADMINISTRATION		10,225.24
02	CITY ADMINISTRATOR		
4972	ROBBIN BLACKERT	360.00	40.00
5032	COMCAST	3,712.72	2.62
	CITY ADMINISTRATOR		42.62
03	PLANNING/ZONING		
1472	WARD, MURRAY, PACE & JOHNSON	113,342.15	55.00
	PLANNING/ZONING		55.00
04	BUILDING		



INVOICES DUE ON/BEFORE 02/02/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
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GENERAL FUND			
04	BUILDING		
2797	MARK SEARING	360.00	40.00
5032	COMCAST	3,712.72	10.48
5189	MANPOWER	49,914.75	993.77
795	SBM BUSINESS EQUIPMENT CENTER	10,380.15	35.40
	BUILDING		1,079.65
05	CITY CLERK'S OFFICE		
5032	COMCAST	3,712.72	10.48
	CITY CLERK'S OFFICE		10.48
06	POLICE		
1448	IL DEPT OF CENTRAL MGMT SERV	2,833.30	354.16
1472	WARD, MURRAY, PACE & JOHNSON	113,342.15	220.00
2181	GLOCK PROFESSIONAL INC.		750.00
295	PAM ERBY	900.00	50.00
3010	CUSTOM MONOGRAM	4,909.00	25.00
4692	PANTHER UNIFORMS, INC.	3,974.37	984.44
5032	COMCAST	3,712.72	87.52
5096	TREASURER, STATE OF ILLINOIS	105.00	20.00
5097	ILLINOIS STATE POLICE	630.00	120.00
5098	ILLINOIS OFFICE OF THE	630.00	120.00
5189	MANPOWER	49,914.75	1,807.50
55	ARAMARK UNIFORM SERVICES, INC.	18,263.10	67.47
795	SBM BUSINESS EQUIPMENT CENTER	10,380.15	128.25
	POLICE		4,734.34
10	STREET		
1023	WILLETT, HOFMANN & ASSOCIATES	193,799.90	1,045.85
1493	WILLIAM & MARY COMPUTER CENTER	67,276.87	150.00
194	GRUMMERT'S HARDWARE - R.F.	5,388.23	31.49
2771	WINDSTREAM	2,555.42	80.24
4707	KIMBALL MIDWEST	265.47	121.07
4773	QUALITY CHEMICAL CO MIDWEST	7,993.37	937.94
5032	COMCAST	3,712.72	5.24
529	LAWSON PRODUCTS, INC.	4,126.84	475.69

INVOICES DUE ON/BEFORE 02/02/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
GENERAL FUND			
10	STREET		
852	S.J. SMITH WELDING SUPPLY	383.36	120.96
	STREET		2,968.48
12	PUBLIC PROPERTY		
194	GRUMMERT'S HARDWARE - R.F.	5,388.23	5.37
364	GRUMMERTS HARDWARE - STERLING	1,068.97	85.98
4592	DIXON GLASS CO	3,110.38	195.00
	PUBLIC PROPERTY		286.35
13	FIRE		
1024	WILLIAMS AUTO BODY SHOP	200.00	1,997.58
1472	WARD, MURRAY, PACE & JOHNSON	113,342.15	220.00
194	GRUMMERT'S HARDWARE - R.F.	5,388.23	2.32
295	PAM ERBY	900.00	50.00
4396	GARY COOK	360.00	40.00
4796	VERIZON WIRELESS	14,973.68	131.92
4902	MATT KOBEMAN	53.25	50.65
5032	COMCAST	3,712.72	18.35
603	BILL MILBY	360.00	168.83
T0002866	DOUGLAS & FRYE		61.49
	FIRE		2,741.14
INDUSTRIAL DEVELOPMENT FUND			
14	INDUSTRIAL DEVELOPMENT		
1472	WARD, MURRAY, PACE & JOHNSON	113,342.15	110.00
	INDUSTRIAL DEVELOPMENT		110.00
ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
1472	WARD, MURRAY, PACE & JOHNSON	113,342.15	770.00
1493	WILLIAM & MARY COMPUTER CENTER	67,276.87	580.00
194	GRUMMERT'S HARDWARE - R.F.	5,388.23	64.34

DATE: 02/01/2018  
 TIME: 13:47:07  
 ID: AP443000.WOW

CITY OF ROCK FALLS  
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 02/02/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
2771	WINDSTREAM	2,555.42	171.91
34	ALTORFER INC.	52,510.01	1,487.15
4148	BHMG ENGINEERS	52,714.49	11,393.07
4207	O'REILLY AUTOMOTIVE INC	7,177.18	3.99
4215	POWER LINE SUPPLY	37,125.47	1,021.50
4866	LOESCHER	10,967.06	909.51
5032	COMCAST	3,712.72	26.22
5062	HALL'S SAFETY EQUIPMENT CORP.	3,820.19	377.35
5129	STUART C IRBY CO	3,542.95	720.62
533	LECTRONICS, INC.	54,150.57	907.87
55	ARAMARK UNIFORM SERVICES, INC.	18,263.10	448.71
795	SBM BUSINESS EQUIPMENT CENTER	10,380.15	55.45
T0001661	HB WILKINSON TITLE CO, INC	15,644.50	200.00
T0002943	ANDERSON ROCK RIVER FORD		67,644.00
T0004677	AMEREN ILLINOIS		500.00
	OPERATION & MAINTENANCE		87,281.69
SEWER FUND			
30	SEWER		
4040	ILLINOIS ENVIRONMENTAL	578,283.22	105,806.47
	SEWER		105,806.47
38	OPERATION & MAINTENANCE		
1023	WILLETT, HOFMANN & ASSOCIATES	193,799.90	338.70
1472	WARD, MURRAY, PACE & JOHNSON	113,342.15	1,982.50
1493	WILLIAM & MARY COMPUTER CENTER	67,276.87	109.00
194	GRUMMERT'S HARDWARE - R.F.	5,388.23	8.09
4027	WHITESIDE COUNTY RECORDER	3,681.25	21.50
4796	VERIZON WIRELESS	14,973.68	76.02
5032	COMCAST	3,712.72	18.35
T0001959	SAUK VALLEY PLUMBING INC	1,280.11	540.21
	OPERATION & MAINTENANCE		3,094.37
WATER FUND			
40	WATER		

INVOICES DUE ON/BEFORE 02/02/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
WATER FUND			
40	WATER		
1493	WILLIAM & MARY COMPUTER CENTER	67,276.87	32.80
2449	CORE & MAIN LP	8,659.36	1,146.00
	WATER		1,178.80
48	OPERATION & MAINTENANCE		
1472	WARD, MURRAY, PACE & JOHNSON	113,342.15	220.00
2771	WINDSTREAM	2,555.42	78.31
2847	PDC LABORATORIES, INC.	3,951.00	141.00
4027	WHITESIDE COUNTY RECORDER	3,681.25	21.50
4207	O'REILLY AUTOMOTIVE INC	7,177.18	30.56
4361	FERGUSON WATERWORKS #2516	107,785.16	193.78
4707	KIMBALL MIDWEST	265.47	321.06
4796	VERIZON WIRELESS	14,973.68	114.03
5032	COMCAST	3,712.72	13.11
5131	METROPOLITAN INDUSTRIES, INC.	65,302.75	141.00
5151	LEE JENSEN SALES CO, INC.	12,068.74	175.00
5171	POLLARD WATER	3,378.84	157.05
5176	DIRECT IN SUPPLY	753.80	74.00
55	ARAMARK UNIFORM SERVICES, INC.	18,263.10	91.01
	OPERATION & MAINTENANCE		1,771.41
GARBAGE FUND			
50	GARBAGE		
1472	WARD, MURRAY, PACE & JOHNSON	113,342.15	55.00
	GARBAGE		55.00
CUSTOMER SERVICE CENTER			
51	CUSTOMER SERVICE CENTER		
4310	PITNEY BOWES	2,505.00	5.00
5032	COMCAST	3,712.72	18.35
	CUSTOMER SERVICE CENTER		23.35
DRUG FUND			

DATE: 02/01/2018  
TIME: 13:47:07  
ID: AP443000.WOW

CITY OF ROCK FALLS  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/02/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
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DRUG FUND			
56	DRUG ABUSE		
533	ELECTRONICS, INC.	54,150.57	17,710.00
	DRUG ABUSE		17,710.00
TOBACCO GRANT			
58	TOBACCO		
273	ECONOMY TROPHY CO.	158.95	74.00
	TOBACCO		74.00
TOTAL ALL DEPARTMENTS			241,761.40



# Illinois Department of Natural Resources

One Natural Resources Way Springfield, Illinois 62702-1271  
www.dnr.illinois.gov

Bruce Rauner, Governor  
Wayne A. Rosenthal, Director

January 17, 2018

City of Rock Falls  
Attn: Eric Arduini  
603 W. 10<sup>th</sup> Street  
Rock Falls, IL 61071

Re: Hennepin Canal  
Lease No. 3146

Dear Mr. Arduini:

A renewal has been prepared which will extend your Lease Agreement No.3146 for a parcel of land at Hennepin Canal. Please sign the copy of the lease agreement. Please have the copy of the lease agreement signed by an authorized representative/official of the City of Rock Falls and complete the Signature Authorization Form attached to the agreement as Exhibit A.

Please provide your phone number and emergency information in paragraph 23 of the lease, and enter your Social Security (FEIN) Number in the space provided. Also, on the attached Exhibit C, please complete and sign the enclosed Certifications form as **required by State law**. Please note **paragraph 13** and provide a certificate of insurance according to instructions.

Return the copy together with your first annual payment of \$220, or a full-term payment of \$1,100. The payment should be made payable to the "Illinois Department of Natural Resources" and forwarded to the Department of Natural Resources, Division of Concessions, Leases & Services, One Natural Resources Way, Springfield, IL 62702-1271. Once the signed agreement have been received and approved, a fully executed agreement will be returned to you.

If you have any questions regarding the enclosed agreement, please contact this office at 217/782-7940 or myself at 217/558-7115.

Sincerely,

Russ Fuller  
Division of Concessions, Leases & Services

Enclosures  
cc: Tom Vandemore, Site Superintendent

Agreement Number: 3146  
Site Name: Hennepin Canal  
Location Code: 50-2761-1

STATE OF ILLINOIS  
DEPARTMENT OF NATURAL RESOURCES

**LEASE AGREEMENT**

THIS AGREEMENT is entered into the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_, by and between the STATE OF ILLINOIS, DEPARTMENT OF NATURAL RESOURCES, hereinafter referred to as "IDNR", and the CITY OF ROCK FALLS, hereinafter referred to as "LESSEE";

WITNESSETH:

WHEREAS, IDNR has title and jurisdiction over the real estate hereinafter described; and

WHEREAS, the premises is not otherwise needed immediately or in the near or foreseeable future by IDNR or development by IDNR; and

WHEREAS, IDNR is authorized and empowered to enter into this Agreement pursuant to the Department of Natural Resources Law, 20 ILCS 805/805-235; and

WHEREAS, LESSEE is authorized and empowered to enter into this Agreement and to perform the covenants herein undertaken by virtue of the signature authorization attached hereto as Exhibit A; and

NOW THEREFORE:

1. PREMISES DEFINED: For and in consideration of the mutual covenants and undertakings contained herein, the sufficiency of which is hereby acknowledged, IDNR grants to LESSEE a license to do the particular acts stated in Paragraph 4 below on the property owned by the State of Illinois known as Hennepin Canal, shown on the attached Exhibit B, (hereinafter "Premises"), and legally described as follows:

That portion of the Right (West) Reserve and seep ditch of the Hennepin Canal Feeder from the centerline of Illinois Route 40 northwesterly, a distance of 4,760 feet, more or less, to the centerline of Eleventh Street of the City of Rock Falls, in Section 34, Township 21 North, Range 7 East of the 4th Principal Meridian, Whiteside County, Illinois.

It is understood and agreed that IDNR makes no representations with respect to the condition of the title or boundaries of the Premises, and shall not be held liable for any damages or liabilities resulting from any actions or adverse claims concerning the same. It is further agreed that licensed activities authorized herein shall not be carried on outside the boundaries of the Premises without the prior written consent of IDNR.

2. TERM: The term of this Agreement shall be for a period of five (5) years, beginning on the 1st day of May, 2018, (“Effective Date”) and ending on the 30<sup>th</sup> day of April, 2023, (“Expiration Date”) unless otherwise renewed, terminated or amended as provided for herein.

3. FEE: LESSEE, for the use and occupancy of the Premises, does hereby agree to pay a lease fee of Two Hundred and Twenty Dollars (\$220) per year, due five (5) days in advance of the Anniversary Date of this Agreement. All payments shall be made by check payable to “Illinois Department of Natural Resources” and remitted to “Department of Natural Resources, Division of Concession and Lease Management, One Natural Resources Way, Springfield, Illinois 62702-1271”. Any late payments made after December 1 of any year shall be subject to an additional fee of fifteen percent (15%) of the current yearly fee. A default in the timely payment of any required sum is a material breach of this Agreement and may result in termination pursuant to Section 15(B) herein.

4. PURPOSE: IDNR gives LESSEE permission to use and occupy the Premises for operating and maintaining a public storm water drainage facility only, and such use shall be subject to the additional terms and conditions set forth in this Agreement. Any uses of the Premises not specified in this Agreement shall be subject to the prior written approval of IDNR. An unauthorized or impermissible use of the Premises under this Section is a material breach of this Agreement, and may result in termination pursuant to Section 15(B) herein.

5. RESTRICTIONS ON USE: LESSEE shall not remove any coal or any other material or oil lying on or under the Premises.

It is agreed that the Premises shall not be used for the storage, disposition, disposal, processing or burning of refuse, waste or debris, or for any unsanitary or unhealthful purposes by LESSEE. LESSEE shall conduct its operation on the Premises in



compliance with all applicable Environmental Laws (as hereinafter defined) and further covenants that LESSEE shall not transport, store, keep or cause or allow the discharge, spill or release (or allow a threatened release) in each case of any Hazardous Materials (as hereinafter defined) in, on, under or from the Premises. Without limiting any other indemnification obligations of LESSEE contained herein, LESSEE agrees to protect, indemnify, defend and hold harmless the IDNR from and against any and all losses and claims (including without limitation, (i) reasonable attorneys' fees, (ii) liability to third parties for toxic torts and/or personal injury claims, (iii) fines, penalties and/or assessments levied or raised by any governmental authority or court, and (iv) assessment, remediation and mitigation costs and expenses and natural resource damage claims) arising out of, resulting from or connected with any Hazardous Materials used, brought upon transported, stored, kept, discharged, spilled or released by LESSEE in, on, under or from the Premises. For purposes of this License, the term "Hazardous Materials", shall mean all toxic or hazardous substances, materials or waste, petroleum or petroleum products, petroleum additives or constituents or any other waste, contaminant or pollutant regulated under for which liability may be imposed by any Environmental Law, "Environmental Laws" shall mean all federal, provincial, state and local environmental laws (including common law) regulating or imposing standards of care with respect to the handling, storage, use, emitting, discharge, disposal or other release of Hazardous Materials, including, but not limited to, the Resource Conservation and Recovery Act of 1976, 42 U.S.C. §§ 6901 et seq., the Clean Air Act, 42 U.S.C. §§7401, et seq., the Federal Water Pollution Control Act, 33 U.S.C. §§ 1251, et seq., the Emergency Planning and Community Right to Know Act, 42 U.S.C. §§ 1101, et seq., the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 et seq., the Toxic Substances Control Act, 15 U.S.C. §§ 2601, et seq., the Oil Pollution Control Act, 33 U.S.C. §§ 2701, et seq., any successor statutes to the foregoing, or any other comparable local, state or federal statute or ordinance pertaining to protection of human health, the environment or natural resources, including without limitation the preservation of wetlands, and all regulations pertaining thereto, as well as applicable judicial or administrative decrees, orders or decisions, authorizations or permits.

6. COMPLIANCE WITH LAWS: It is agreed that LESSEE, in the authorized use of the Premises, shall observe and comply with all applicable local, state or Federal rules, regulations and laws, and indemnify IDNR for any costs, expenses and damage caused by the violation of any such rules, regulations or laws. Nothing herein shall be construed to place responsibility for compliance with applicable law on IDNR. LESSEE shall bear all costs and fees and responsibility to comply with all applicable laws, ordinances, rules and regulations that may govern the proposed or authorized use of the Premises.

7. PROHIBITION ON ENCUMBRANCE: LESSEE shall not allow or permit right, authority or power to place, incur or permit any lien, encumbrance or mortgage upon the Premises. LESSEE shall not record a copy of this or any subsequent Agreement with the IDNR involving the Premises. If any license, lien, encumbrance or mortgage is placed on the Premises as a result of LESSEE's activity, LESSEE shall immediately take all actions and pay all costs or fees to have the lien, encumbrance or mortgage removed and released.

8. MODIFYING THE PREMISES: LESSEE shall not modify or alter the Premises or any improvement located on the Premises without the prior written approval of IDNR. If LESSEE wishes to make alterations and/or modifications to the Premises, LESSEE shall contact the IDNR Office of Realty and Environmental Planning to ensure compliance with applicable statutes and regulations including, but not limited to, consultation requirements of the Illinois Endangered Species Protection Act, 520 ILCS 10/11, the consultation, mitigation and compensation provisions of the Interagency Wetland Policy Act of 1989, 20 ILCS 830/1-1 et seq., and the Illinois State Historic Resources Preservation Act, 20 ILCS 3420/1 et seq.

9. RESERVED RIGHTS: IDNR reserves the right of ingress, egress and usage of the Premises, and the right to grant any third party a lease, license or right-of-way on the Premises.

IDNR reserves the right to require LESSEE to remove, relocate or modify any structure, equipment, activity or facility upon, under or across the Premises at LESSEE's expense if IDNR determines that such actions are appropriate and necessary to preserve the integrity, character and function or use of the Premises by IDNR.

IDNR shall have the right to enforce all terms and conditions of this Agreement. Failure of IDNR to insist on the strict performance of any of the terms and conditions of this Agreement shall not constitute a waiver or relinquishment of IDNR's right to enforce any such term or condition at any time.

10. MAINTENANCE, ALTERATIONS AND OPERATION:

A. IDNR makes no representations, warranties or assurances with respect to the condition of the Premises or any improvements situated thereon. It is agreed that LESSEE has inspected the Premises prior to the execution of this Agreement and accepts the same in its present condition.

B. This Agreement is considered "a net agreement." All operating costs will be paid by LESSEE. LESSEE shall be responsible for the prompt payment of all utility bills, including, but not limited to trash removal, electricity, gas, water and sewer, telephone, cable television, and internet service furnished or supplied to all or any part of the Premises.

C. LESSEE acknowledges that it has inspected the Premises for transmission of utilities and all other lines running within the Premises, including but not limited to oil, gas, electricity, water or sewer, and is accepting liability for LESSEE'S harm to such transmissions running within, across or above the Premises. IDNR makes no representation or warranty as to the condition of prior or existing use of said transmissions. During any trench or other installation or relocation of any underground utility line, LESSEE shall install marking tape at least twelve (12) inches above and directly over the utility and not more than twenty-four (24) inches below normal grade. Said tape shall be identified by permanent lettering and color coding as follows: Red - electric power; Yellow - gas, oil, hazardous materials; Orange - telecommunications, signals; Blue - water; and Green - sewer. Such markers, except as otherwise agreed or specified herein, shall meet applicable standards of the American Public Works Association.

D. LESSEE shall keep Premises in a safe, sanitary and slightly condition, and in good repair. LESSEE shall maintain the Premises and repair and pay for any damages caused by the LESSEE or their customers, invitees, agents or guests. If LESSEE fails to perform any maintenance function required by IDNR within ten

days after notice to do so, IDNR shall have the right to enter upon the Premises and perform the maintenance necessary to restore the Premises and LESSEE shall reimburse IDNR for the cost thereof.

E. Requests for LESSEE improvements within or for the benefit of the space(s) allocated to LESSEE shall be submitted to IDNR for approval in a timely manner. Payment of LESSEE improvements shall solely be paid for by the LESSEE and subject to the reasonable direction and approval of IDNR.

F. Except when any maintenance or repairs are necessitated by LESSEE activities, IDNR shall provide necessary maintenance and repairs to HVAC, plumbing, foundation, roofing, or other structural elements.

G. Any maintenance activities of LESSEE, including all excavation or vegetation management activities, shall be preceded by written notice to IDNR pursuant to Section 23 herein, and shall be done in a manner which complies with any special concerns of IDNR. Such concerns may include, but are not limited to, requiring the scheduling of such activities to be compatible with anticipated activities of IDNR or its invitees or licensees, and restricting the seasons, types, extent and methods of vegetation control employed by LESSEE.

11. TAXES: If applicable, upon notice to LESSEE of the amount(s) due, LESSEE shall timely pay and discharge LESSEE's proportionate share of any real estate taxes, assessments, and other governmental charges which may be levied or assessed upon the Premises or this Agreement or any part thereof, and any taxes and licenses growing out of or in connection with LESSEE's operation of its facilities upon the Premises during the term of this Agreement with respect to any tax year, or any portion thereof. LESSEE shall, at any time upon request of IDNR, provide to IDNR for examination receipts of payments of all such taxes, assessments and charges.

12. PUBLIC SAFETY: IDNR may determine that a particular use of the Premise by LESSEE is, or will be, hazardous to the public or the property, or is incompatible with IDNR purposes or State ownership of the Premises. Pursuant to written notice from IDNR, LESSEE, at its own expense, may be required to install safety devices, make modifications, or cease LESSEE's operation to render the Premises safe for, and compatible with, public use.

13. INSURANCE: LESSEE shall, at all times during the term and any renewals, maintain and provide a Certificate of Insurance naming the State of Illinois as additional insured for all required bonds and insurance. Certificates may not be modified or canceled until at least 30 days notice has been provided to the State. LESSEE shall provide: (a) General Commercial Liability-occurrence form in amount of \$1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and \$2,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto, (Combined Single Limit Bodily Injury and Property Damage) in amount of \$1,000,000 per occurrence; and (c) Worker's Compensation Insurance in amount required by law. Insurance shall not limit LESSEE's obligation to indemnify, defend, or settle any claims.

14. INDEMNIFICATION: LESSEE agrees to assume all risk of loss and to indemnify and hold IDNR, its officers, agents, employees harmless from and against any and all liabilities, demands, expenses, losses, claims, damages, liabilities, settlements and judgments, including costs, attorneys' fees, and expenses incident thereto, for injuries to persons and for loss of, damage to or destruction of property due to LESSEE's use and occupation of the Premises and for the negligent or intentional acts and omissions of LESSEE's, its officers, agents, guests and invitees..

15. TERMINATION: IDNR shall have the right to terminate this Agreement at any time pursuant to this Section.

(A) IDNR shall have the right to terminate this Agreement at any time if it determines the Premises shall be used for public purposes incompatible with this Agreement. In such an event, IDNR shall give LESSEE ninety days' written notice of its intent to terminate this Agreement. LESSEE agrees to surrender and restore the Premises and remove all personal property therefrom prior to the expiration of said notification period. If this Agreement is terminated pursuant to this subsection, LESSEE shall not be liable for any further payments beyond the date of vacating the Premises.

(B) IDNR shall have the right to terminate this Agreement if LESSEE breaches any covenant, term or condition set forth in this Agreement, is in default in payment of any sum required, or in the event of LESSEE's bankruptcy or receivership. In such an event, IDNR shall give LESSEE written notification

of such breach or default, and LESSEE shall have thirty days to cure the same. If LESSEE fails to cure or remedy the breach or default within said period of time, IDNR shall have the right to terminate this Agreement. Upon such an occurrence, LESSEE shall surrender the Premises to IDNR as though the Agreement had expired at the end of its term, and restore the Premises in accordance with the provisions of Section 11 herein. If this Agreement is terminated as a result of LESSEE's breach or default, LESSEE shall remain liable for all lease payments required by this Agreement until such time as IDNR re-lets the Premises to an acceptable party. If IDNR is unable to re-let the Premises for the amount agreed upon herein, LESSEE shall remain liable for the difference between the amount agreed upon herein and the amount paid by new lessee.

(C) IDNR and LESSEE shall have the right to terminate this Agreement prior to the expiration date by giving sixty days' advance written notice in accordance with Section 16 herein.

16. VACATING THE PREMISES: Unless renewal is arranged within sixty days prior to the expiration of this Agreement, LESSEE, immediately upon such expiration, or upon termination, shall vacate the Premises and remove all property to which LESSEE holds title, except any property permanently attached to the Premises. Should LESSEE fail to remove or dispose of LESSEE's property, IDNR will consider such property abandoned, and may claim title to such property or dispose of same at LESSEE's expense.

17. RESTORATION OF PREMISES: Upon the termination or expiration of this Agreement, LESSEE shall surrender the Premises to IDNR in as good condition as when LESSEE originally took possession, ordinary wear and tear excepted. IDNR reserves the right to require LESSEE to make such repairs and restorations as it may deem necessary. If LESSEE fails to restore the Premises to IDNR satisfaction, IDNR may restore and require LESSEE to pay the cost of such restoration.

18. RENEWAL AND RATE ADJUSTMENT: This Agreement may be renewed at the end of its term with written consent and approval of all parties hereto. LESSEE shall give IDNR sixty (60) days advance notice of its intention to renew. IDNR reserves the right to adjust rental rates on any renewal or extension to reflect current land values

and/or conditions and circumstances. No holding over by LESSEE or month-to-month agreements shall be permitted. If the Premises is not properly vacated as provided herein, LESSEE shall be considered a trespasser, and appropriate legal action may be taken.

19. AMENDMENTS: This Agreement constitutes the entire agreement between the parties, and no warranties, inducements, considerations, promises or other inferences shall be implied or impressed upon this Agreement that are not otherwise set forth herein. No change, modification or amendment shall be valid and binding unless set forth in writing and signed by all parties.

20. ASSIGNMENT; SUBLICENSING: LESSEE shall not assign this Agreement, or allow it to be assigned, in whole or in part, by operation of law or otherwise, or mortgage or pledge the same, or sublet the Premises, or any part thereof, without the prior written consent of IDNR, which may be withheld for any reason or for no reason, and in no event shall any such assignment or sublicense ever release LESSEE from any obligation or liability hereunder.

No assignee or sublicense holder of the Premises or any portion thereof may assign or sublicense the Premises or any portion thereof. IDNR is not required to collect any license fees or other payments from any party other than LESSEE; however, any collection by IDNR from any approved assignee or sublicense holder or any other party on behalf of LESSEE's account is not construed to constitute a novation or a release of LESSEE from further performance of its obligations under this Agreement.

21. SUPERSESSON: This Agreement supersedes all previous agreements between the parties hereto regarding the Premises and the subject matter hereof, and any such previous agreements shall be of no further force or effect, relative to the rights or privileges granted by IDNR therein, as of the effective date.

22. APPLICABILITY AND SEVERABILITY: IDNR and LESSEE mutually acknowledge that various standard provisions of this Agreement may or may not be pertinent to the proposed purpose, and that each such provision shall be interpreted as it reasonably pertains to the Premises. Should any provision of this Agreement be found illegal, invalid or void by a court of competent jurisdiction, said provision shall be considered severable. The remaining provisions shall not be impaired and the Agreement shall be interpreted to the extent possible to give effect to the parties' intent.

23. NOTIFICATIONS: All notices required or provided for by this Agreement shall be addressed as follows, unless otherwise provided for herein:

IDNR:

Department of Natural Resources  
Div. of Concession & Lease Management  
One Natural Resources Way  
Springfield, Illinois 62702-1271  
Telephone: 217/782-7940  
Emergency Contact: Tom Vandemore  
Location: Hennepin Canal  
Telephone: 815/454-2328

LESSEE:

City of Rock Falls  
Attn: Eric Arduini  
603 W. 10<sup>th</sup> Street  
Rock Falls, IL. 61071  
Telephone: 815/622-1100  
Emergency Contact: Police Dept.  
Location: 1013 7<sup>th</sup> Avenue  
Telephone: 815/622-1140

24. FISCAL FUNDING: Financial obligations of IDNR shall cease immediately and without penalty or liability for damages if in any fiscal year the Illinois General Assembly, Federal funding source, or other funding source fails to appropriate or otherwise make available funds for the operation of the Premises. In such event, the parties hereto may agree to suspend the operation and effectiveness of this Agreement until such time as said funds become available.

25. WAIVER: The waiver by IDNR of any term, covenant or condition herein contained shall not be deemed to be a waiver of any other term, covenant or condition nor shall either party's consent to any breach of any term, covenant or condition be deemed to constitute or imply its consent to any subsequent breach of the same or other term, covenant or condition herein contained.

26. CERTIFICATIONS: The Certifications attached hereto as Exhibit C are incorporated herein by reference. LESSEE agrees to at all times observe, perform and abide by these certifications, if applicable.



Agreement Number:3146  
Site Name: Hennepin Canal  
Location Code: 50-2761-1

IN WITNESS WHEREOF, the foregoing Agreement is hereby executed this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_.

**LESSEE:**

City of Rock Falls

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

Title: \_\_\_\_\_

\_\_\_\_\_  
SSN or FEIN No.

**STATE OF ILLINOIS:**

DEPARTMENT OF NATURAL RESOURCES

APPROVED:DIRECTOR, IDNR  
Title: Director

Date: \_\_\_\_\_

By: Connie Waggoner, Director  
Office of Realty & Environmental Planning

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

Agreement Number: 3146  
Site Name: Hennepin Canal  
Location Code: 50-2761-1

## EXHIBIT A

### SIGNATURE AUTHORIZATION

As an official agent of City of Rock Falls,  
(Lessee or Licensee - Company / Corporation / Municipality)

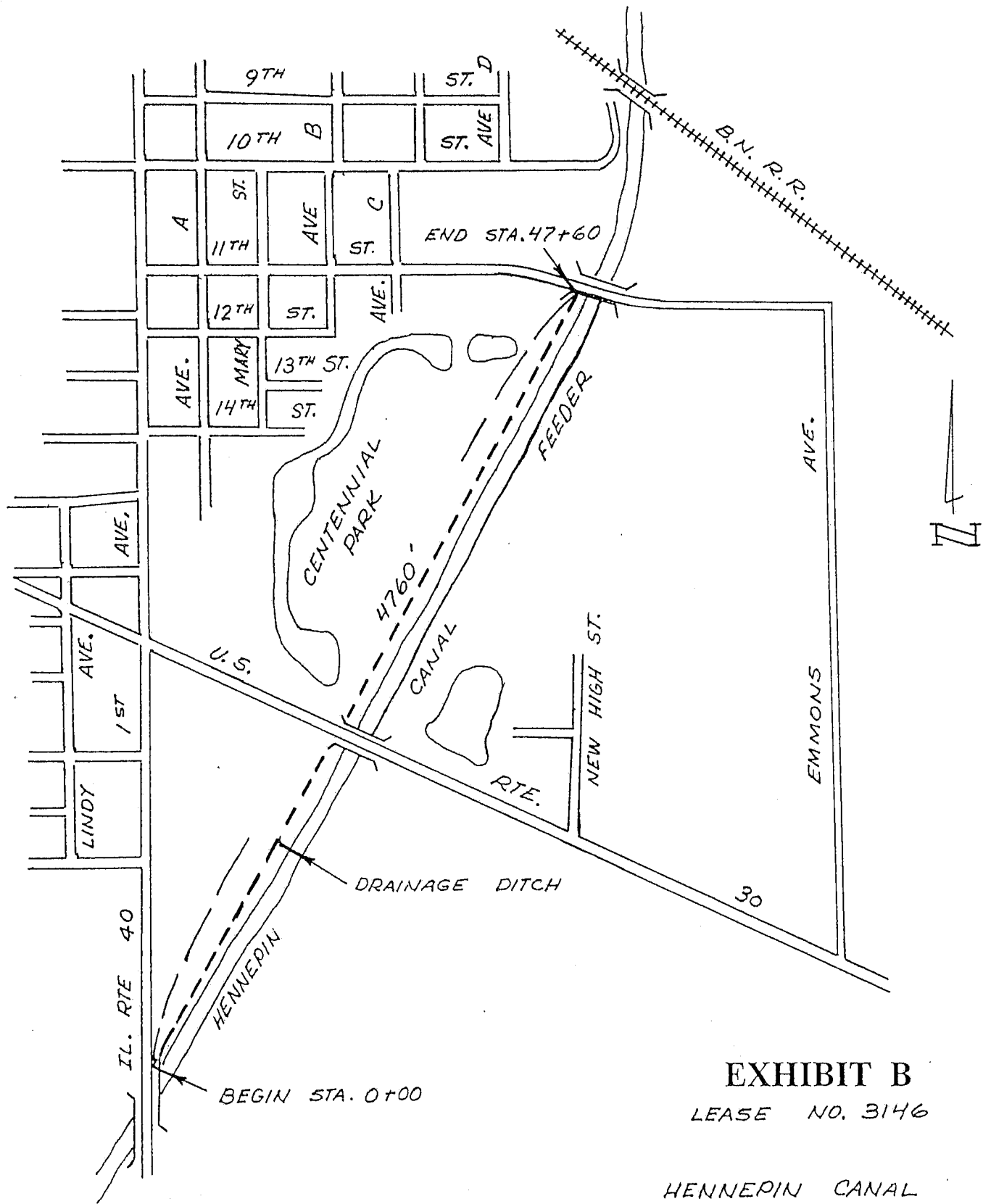
I certify that \_\_\_\_\_ is an authorized  
(Name of executive of official who will sign the agreement)

representative of said organization and is legally empowered to act on its behalf in executing this agreement.

Signed: \_\_\_\_\_  
(Person affirming signature authority of  
above official; must not be the same  
individual)

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**EXHIBIT B**

LEASE NO. 3146

HENNEPIN CANAL  
 WHITESIDE COUNTY  
 SEC. 34, T. 21 N., R. 7 E., 4<sup>TH</sup> P.M.

Public Agency acknowledges and agrees that compliance with this section and each subsection for the term of the contract and any renewals is a material requirement and condition of this contract. By executing this contract Public Agency certifies compliance with this section and each subsection and is under a continuing obligation to remain in compliance and report any non-compliance.

If this contract extends over multiple fiscal years including the initial term and all renewals, Public Agency shall confirm compliance with this section in the manner and format determined by the State by the date specified by the State and in no event later than July 1 of each year that this contract remains in effect.

If the Parties determine that any certification in this section is not applicable to this contract it may be stricken without affecting the remaining subsections.

1. As part of each certification, Public Agency acknowledges and agrees that should Public Agency provide false information, or fail to be or remain in compliance with the Standard Certification requirements, one or more of the following sanctions will apply:

- the contract may be void by operation of law,
- the State may void the contract, and
- the Public Agency or its agents may be subject to one or more of the following: suspension, debarment, denial of payment, civil fine, or criminal penalty.

Identifying a sanction or failing to identify a sanction in relation to any of the specific certifications does not waive imposition of other sanctions or preclude application of sanctions not specifically identified.

2. Public Agency certifies it and its employees will comply with applicable provisions of the U.S. Civil Rights Act, Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act (42 U.S.C. § 12101 et seq.) and applicable rules in performance under this contract.

3. If Public Agency employs 25 or more employees and this contract is worth more than \$5000, Public Agency certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. (30 ILCS 580)

4. Public Agency certifies that the Public Agency is not participating or shall not participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the U.S. Department of Commerce. This applies to contracts that exceed \$10,000 (30 ILCS 582).

5. Public Agency certifies it complies with the Illinois Department of Human Rights Act and rules applicable to public contracts, including equal employment opportunity, refraining from unlawful discrimination, and having written sexual harassment policies (775 ILCS 5/2-105).

6. Public Agency certifies it does not pay dues to or reimburse or subsidize payments by its employees for any dues or fees to any "discriminatory club" (775 ILCS 25/2).

7. Public Agency warrants and certifies that it and, to the best of its knowledge, its subcontractors have and will comply with Executive Order No. 1 (2007). The Order generally prohibits Contractors and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

8. Public Agency certifies that information technology, including electronic information, software, systems and equipment, developed or provided under this contract will comply with the applicable requirements of the Illinois Information Technology Accessibility Act Standards as published at [www.dhs.state.il.us/iitaa](http://www.dhs.state.il.us/iitaa). (30 ILCS 587)

AGENCY

\_\_\_\_\_

SIGNATURE

\_\_\_\_\_

PRINTED NAME

\_\_\_\_\_

TITLE

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AGENCY

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SIGNATURE

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PRINTED NAME

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TITLE

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**ORDINANCE NO. 2018-2358**

**ORDINANCE AMENDING CHAPTER 16,  
ARTICLE V, DIVISION 2, BY THE ADDITION OF A NEW  
SECTION 16-398 GOVERNING THE SEALING AND REMOVAL  
OF OPEN WINE BOTTLES FROM RESTAURANTS**

**WHEREAS**, the Illinois Liquor Control Act, 235 ILCS 5/6-33, authorizes the sealing and removal of open wine bottles from a restaurant, under certain specified requirements, for off-premise consumption; and

**WHEREAS**, the Mayor and the City Council hereby find that the authorization of such sealing and removal of open wine bottles from restaurants will encourage moderation in the consumption of alcohol and enhance the convenience of and value to restaurant patrons in the City; and

**WHEREAS**, the Mayor and the City Council have deemed it in the best interests of the City, its residents and visitors, to provide for such sealing and removal of open wine bottles from restaurants holding a Class B liquor license within the City.

**NOW, THEREFORE**, be it ordained by the City Council and the City of Rock Falls as follows:

**SECTION 1:** That Chapter 16, Article V, Division 2, is hereby amended by the addition of a new Section 16-398 to read in full as follows:

**“16-398 Sealing and Removal of Open Wine Bottles from Restaurants**

Holders of Class B restaurant licenses only may allow a patron to remove one (1) unsealed and partially consumed bottle of wine for off-premises consumption, provided that the patron has purchased a meal and consumed a portion of the bottle of wine with the meal on the restaurant premises. A partially consumed bottle of wine that is to be removed from the premises pursuant to this section shall be securely sealed by the licensee or an agent of the licensee prior to removal from the restaurant and placed in a transparent one-time use tamper-proof bag. The licensee or agent of the licensee shall provide a dated receipt for the bottle of wine to the patron. Wine that is resealed in accordance with the provisions of this section and not tampered with and transported in accordance with the restrictions of subsections A and B of Section 11-502 of the Illinois Vehicle Code shall not be deemed to violate Section 11-502 of the Illinois Vehicle Code.”

**SECTION 2:** In all other respects, Chapter 16, Article V, Division 2, shall remain in full force and effect.

**SECTION 3:** The provisions and sections of this Ordinance shall be deemed to be separable, and the invalidity of any portion of this Ordinance shall not affect the validity of the remainder.

**SECTION 4:** All ordinances and parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

**SECTION 5:** The City Clerk is hereby directed to publish this Ordinance in pamphlet form.

**SECTION 6:** This Ordinance shall be in full force and effect from and after its passage and approval, and publication as required by law.

Passed by the Mayor and the City Council of the City of Rock Falls, Whiteside County, State of Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

Aldermen voting Aye

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Aldermen voting Nay

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**ORDINANCE NO. 2018- 2359**

**ORDINANCE AMENDING THE MUNICIPAL CODE OF  
THE CITY OF ROCK FALLS, CHAPTER 32, ARTICLE I, SECTION 32-1  
REGARDING THE CREATION OF A UTILITY OFFICE**

**Be it Ordained** by the City Council of the City of Rock Falls, Illinois, as follows:

**SECTION 1:** That Chapter 32, Article I, Section 32-1 of the Rock Falls Municipal Code, is hereby amended to read in full as follows:

Sec. 32-1 – Creation of utility office

There is hereby created a utility office to be located within the municipal building. Said utility office shall have, among its duties, the preparation of and mailing of invoices and bills to customers of the various utility services of the city, and the receipt and collection of amounts due for utility services provided to customers of the city. The utility office shall be under the day to day supervision of a crew leader, to be designated and named by the electric superintendent with the advice and consent of the mayor and city council. The crew leader of the utility office shall be charged with the carrying out of the duties assigned by this section and by the city from time to time, and the crew leader shall provide reports of the activities of said office to the electric superintendent, city council and mayor, and to the superintendent of each utility department of the city. The utility office shall also perform such other duties as may from time to time be assigned by the electric superintendent, mayor and city council.

**SECTION 2:** In all other respects, Chapter 32, Article I, shall remain in full force and effect.

**SECTION 3:** The provisions and sections of this Ordinance shall be deemed to be separable, and the invalidity of any portion of this Ordinance shall not affect the validity of the remainder.

**SECTION 4:** All ordinances and parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

**SECTION 5:** The City Clerk is hereby directed to publish this Ordinance in pamphlet form.

**SECTION 6:** This Ordinance shall be in full force and effect from and after its passage and approval, and publication as required by law.

Passed by the Mayor and the City Council of the City of Rock Falls, Whiteside County,  
State of Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

Aldermen voting Aye

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Aldermen voting Nay

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## **Job Description**

**Job Title:** Fiber Outside Plant Supervisor

**Report to:** Fiber Operations Manager

### **Summary**

The Fiber Outside Plant Supervisor will manage the construction and day-to-day operations, maintenance and repair of the City's fiber optic network. This is a "hands on" position.

### **Essential Duties & Responsibilities:**

- Inspect and assure construction work quality of Fiber OSP.
- Verify supplier invoices match the work actually performed in the field and ensure that all contractual specifications are met.
- Manage OSP fiber network Operations & Maintenance.
- Coordinate and manage fiber splicing and restoration.
- Coordinate and manage fiber drop installations.
- Document and record existing fiber network and construction field changes. Maintain comprehensive and orderly records and project documents.
- Participate in project meetings and effectively support the overall project effort.
- Resolve OSP roadblocks.
- Develop high-level fiber designs from both desktop and field review.
- Develop cost estimate models.
- Develop right-of-way analysis of the proposed fiber plant, such as the identification of utility and permit applications needed for a project.
- Work with utilities in underground and aerial right-of-way applications.
- Manage OSP material ordering.
- Contribute to optimization and value engineering of fiber network design.
- Develop, read, and manage fiber splice documents, including fiber splice diagrams, OTDR, and Power Meter readings.
- Other duties as assigned.

### **Qualifications:**

- Minimum 10 years of experience with outside plant fiber optics in the Telecommunications industry desired. Must be able to read and understand construction documents.
- Familiar with all facets of OSP management, including quoting, construction, delivery, records, maintenance and repair. "Hands on".
- Familiar with MS Excel, Word, Google Earth and AutoCad Viewers.

**CITY OF ROCK FALLS UTILITIES COMMITTEE POLICIES  
TABLE OF CONTENTS**

**COMMITTEE**

- C-1 MISSION & VISION STATEMENT
- C-2 STANDING RULES
- C-3 ANNUAL GOAL SETTING
- C-4 PERFORMANCE /MEASURE/EVALUATION
- C-5 UTILITY BUSINESS PRACTICE
- C-6 RATE SETTING

**CUSTOMER SERVICE**

- CS-1 PRIVACY POLICY
- CS-2 PROCEDURES MANUAL GOVERNING UTILITY SERVICE

**ELECTRIC DEPARTMENT**

- E-1 ELECTRIC DISTRIBUTION SYSTEM
- E-2 ELELCTRIC GENERATION SYSTEM

**FIBERNET**

- F-1 FIBERNET SYSTEM

**WATER DEPARTMENT**

- W-1 WATER SYSTEM DELIVERY

**WASTEWATER DEPARTMENT**

- WW-1 WASTEWATER SYSTEM



# ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE: **MISSION & VISION STATEMENT**

DATE APPROVED:

CATEGORY: **Committee**

DATE REVIEWED:

POLICY REFERENCE: **C-1**

---

## **Mission Statement**

To provide sustainable, reliable utility services that enhance the quality of life in the City of Rock Falls.

## **Vision Statement**

The Rock Falls Utilities Committee is valued as the regulatory expert and solutions-oriented partner in Electric, Water, Wastewater and Broadband Telecommunications issues.



# ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE: **Standing Rules**

DATE APPROVED:

CATEGORY: **Committee**

DATE REVIEWED:

POLICY REFERENCE: **C-2**

---

Rock Falls Utilities exists to build value for its citizen owners by providing Electric, Fiber, Utility Customer Service, Wastewater and Water services in a safe, reliable and competitive manner. In pursuit of this purpose, Rock Falls Utilities Committee will work to build a reputation for operational effectiveness, customer loyalty, and competitive products and services by:

1. Operating all functions efficiently, cost-effectively, and reliably;
2. Ensuring the financial strength to meet diverse customer needs and maximize owner value;
3. Attracting, retaining and developing a diverse, quality workforce with the skills necessary to succeed in a competitive marketplace;
4. Ensuring the continued best value for citizen owners through effective succession planning;
5. Enhancing customer loyalty by identifying and exceeding customer expectations during customer contact; providing competitive pricing for products and services; providing value added products and services that attract and retain customers; incorporating community input and values in decision making; fulfilling our role as a good corporate citizen; and communicating the value of Rock Falls Utilities to its owners and customers; and
6. Exercising the highest practical degree of care in meeting applicable public and employee environmental, health and safety standards.
7. Contributing positively to the local community with participation in special events through sponsorships, and memberships in local community groups.
8. Maintaining sustainable practices and environmental stewardship in compliance with state law.

## **MANAGEMENT**

Rock Falls Utilities consists of the Enterprise Departments of the City of Rock Falls: Electric, Fiber, Utility Collections, Wastewater, and Water. The heads of those Departments shall be considered Management.

## **OPERATIONS MANAGER**

The City Administrator shall assume the duties of Operations Manager. The Operations Manager job description is attached hereto as Exhibit A.

## **UTILITIES COMMITTEE**

### **1. POWERS, DUTIES AND FUNCTIONS**

There shall be a Rock Falls Utilities Committee which shall have the power and duty to:

A. Consider the budgets of the Rock Falls Utilities Enterprise Departments, Electric, Fiber, Utility Customer Service, Wastewater and Water during their preparations and make recommendations to the City Council.

B. Recommend to the City Council the establishment of rate structures for the enterprise funds of the Rock Falls utilities including but not limited to Electric, Water, Wastewater and Fiber.

C. Require monthly reports of receipts and expenditures of the enterprise funds of the Rock Falls Utilities, including but not limited to Electric, Fiber, Utility Customer Service, Wastewater and Water.

D. Make such reports and recommendations in writing to the City Council regarding the Rock Falls Utilities Committee as the City Council shall deem advisable.

### **2. MEMBERS**

A. The Rock Falls Utilities Committee shall consist of seven members appointed by the Mayor and City Council.

B. The Rock Falls Utilities Committee shall consist of the Mayor, three Council members and three citizens from within the Utilities service area.

C. The three Citizen members shall be appointed for a first term of three years, four years and five years term, respectively. All terms after the initial term shall be five year terms. One Citizen member shall be chosen to represent the residential customers, one Citizen member shall be chosen to represent the business/industrial customers and one Citizen member shall be chosen to represent the electric and broadband customers outside of the corporate City Limits of the City of Rock Falls.

D. Appointments to fill unexpired terms shall be made in the same manner as original appointments and shall serve the unexpired portion of the term.

E. Members shall be subject to the code of ethics adopted by resolution of the City Council and all applicable State and Federal laws.

### **3. OFFICERS**

A. The Rock Falls Utilities shall have at least two officers, Chair and Vice-Chair, and such other officers as it deems necessary

#### **1. Chair**

The Chair shall be appointed by the Mayor and serve a two year term. The Chair shall preside over all meetings and supervise the management of the Rock Falls Utilities Committee and shall have the same rights as other members, including the right to make or second a motion. The Chair has the right to vote on all matters. The Chair is responsible for overseeing the functions of the Committee to ensure that it acts in the best interests of the Utilities and that Committee meetings are planned and conducted in an effective manner. The Chair is also responsible for setting the agenda for each meeting. The Chair shall consult with the Operations Manager and take into consideration, where appropriate, matters proposed by the Committee members for inclusion in the agenda. The Chair shall seek to ensure that all Committee members are properly informed on issues arising at Committee meetings and provided with adequate and accurate information in a timely manner. The Chair shall also actively encourage the Committee members to be engaged in the affairs of and contribute to committee functions. The Committee, under the leadership from the Chair, shall comply with governance practices and procedures and shall take appropriate steps to provide effective communications with our stakeholders.

#### **2. Vice-Chair**

a. The Vice-Chair shall be elected by the members of the Utilities Committee for a two year term.

b. In absence of the Chair, the Vice-Chair shall assume all of the duties and powers of the Chair. In absence of the Chair, all actions taken by the Vice-Chair shall have the same force and effect as if taken by the Chair.

c. The Vice-Chair of the Rock Falls Utilities Committee shall consult with the Operations Manager and present long range strategies to the Committee for the Enterprise Departments including but not limited to Electric, Fiber, Wastewater, and Water, and monitor the implementation of those strategies in conjunction with the Operations Manager.

### **3. Succession of officers**

In order to protect the structure and stability of the Utilities Committee, whenever the Chair is an elected official, the Vice-Chair will be chosen from among the private citizen members and vice versa.

## **EXHIBIT A**

**POSITION TITLE:** Utilities Operations Manager

**REPORTS TO:** Mayor, City Council & Utilities Committee

**POSITION SUMMARY:** The Rock Falls Utility Operations Manager purpose is to ensure the overall performance of the utility by optimizing its financial viability, level of service for customer and business growth. The Rock Falls Utility (RFU) Operations Manager oversees department activities in the Electric, Water, Wastewater, Fiber & Customer Service Office. Primary function is to manage and oversee finance, accounting, customer service, communications, marketing and managing measurement strategies demonstrating performance in all utility departments.

### **DUTIES/TASKS:**

Manages the financial performance of the RFU to ensure that it attains and maintains current and future financial stability. Directs all activities in accordance with Generally Accepted Accounting Principles (GAAP) and the standards and regulations of the Government Accounting Standards Board (GASB).

Oversee and recommend investment of RFU revenues and reserves to effectively handle cash flow and maximize revenues. Analyze long-term debt needs and determines funding avenues available. Structures the amount and term of debt to meet State and Federal standards and requirements relative to tax-exempt status, bond rating and compliance.

Oversees the RFU annual capital and operating budgeting process and preparation.

Works with Department Heads to develop and manage an ongoing capital improvement plans.

Analyze financial implications from the RFU's operational needs and level of service adjustments and prepares rate applications.

Performs business case analysis to determine financial and operational viability of new business ventures for revenue generation, cost of service, efficiency and rate of return.

Establish and maintain community outreach and marketing strategy.

### **Required Knowledge and Abilities**

- Thorough knowledge of the principles of planning and economic development for the sound management of municipal utilities;
- Thorough knowledge of customer service and debt collection principles and practices;
- Thorough knowledge of accounting, business, budgeting and financial standards and practices affecting municipal utilities;
- Thorough knowledge of project and contract administration;
- Good knowledge of general cost-of-service theory and rate setting principles and ability to apply to municipal utility systems;
- Thorough knowledge of budget, accounting and financial records systems for utility systems;
- Ability to function effectively with minimal supervision and exercise considerable discretion in decision making and daily activities;



- Ability to communicate effectively both verbally and in writing, which includes presentations to the City Council, regulatory agencies and public groups; preparation of written reports; and conferring with other City departments and government agencies; and serving as liaison with residential, industrial and commercial customers;
- Ability to organize and direct teams to ensure the successful completion of special projects;
- Ability to develop proficiency in PC spreadsheet, word processing, database and graphics software programs;
- Ability to work cooperatively and to maintain effective working relationships to accomplish job responsibilities;
- Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;



## ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE:  
**ANNUAL GOAL SETTING PROCESS**

DATE APPROVED:

CATEGORY: **COMMITTEE**

DATE FOR REVIEW:

POLICY NO. **C - 3**

---

At least annually, the Utility Committee shall formally evaluate efforts towards meeting goals and objectives for the upcoming year as conducted through a formal goal setting process by staff and /or committee members. Goals and objectives may be multi-year in nature. Goals and objectives shall be set forth for specific sections and divisions of the utility and for the utility as a whole. Quantifiable measurements shall be designated to measure the attainment of the goals and objectives adopted. Goal setting will normally be performed as part of a strategic planning process and may utilize the services of a facilitator. The incorporation of goals and objectives shall be included in the annual budgeting process as appropriate. The Operations Manager shall be responsible for providing updates to the Committee. Goals and objectives shall be open for review and adjustment by the Operations Manager as needed, but any changes after initial adoption by the Committee shall be described and discussed at a Committee meeting.



## ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE:  
**PERFORMANCE/MEASURE/EVALUATION**

DATE APPROVED:

CATEGORY: **COMMITTEE**

DATE FOR REVIEW:

POLICY NO. **C - 4**

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It is important that customers are able to measure the success and quality of service by easy to understand performance measures. Rock Falls Utilities Committee shall set forth performance measures, also known as "benchmarks," wherever possible to evaluate comparison with other utilities and the achievement of goals and objectives. These performance measures shall be selected based upon available industry data. Where benchmarks do not already exist, staff will work to create performance measures by providing an evaluative process to the Committee for its approval. Where possible, benchmarks will not require duplicate efforts. Reports that are prepared for local, state and federal reporting requirements shall be utilized by Rock Falls Utilities as appropriate benchmarks wherever possible. It is considered reasonable to purchase, through participation in industry surveys, etc., performance measure or benchmark information. Performance measures may be obtained annually, biannually, or on some other frequency as the Committee deems necessary. Selected benchmarks shall be published in various publications as appropriate for customer communication and education.



# ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE: **UTILITY BUSINESS PRACTICE**

DATE APPROVED:

CATEGORY: **Committee**

DATE REVIEWED:

POLICY REFERENCE: **C-5**

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Rock Falls Utilities Committee exists to build value for its citizen owners by providing electric, water, wastewater and fiber services in a safe, reliable and competitive manner. In pursuit of this purpose, the Committee will work to build a reputation for operational effectiveness, customer loyalty, and competitive products and services by:

1. Operating all functions efficiently, cost-effectively, and reliably;
2. Ensuring the financial strength to meet diverse customer needs and maximize owner value;
3. Attracting, retaining and developing a diverse, quality workforce with the skills necessary to succeed in a competitive marketplace;
4. Ensuring the continued best value for citizen owners through effective planning;
5. Enhancing customer loyalty by identifying and exceeding customer expectations during customer contact; providing competitive pricing for products and services; providing value added products and services that attract and retain customers; incorporating community input and values in decision making; fulfilling our role as a good corporate citizen; and communicating the value of our Utilities to its owners and customers; and
6. Exercising the highest practical degree of care in meeting applicable public and employee environmental, health and safety standards.
7. Maintaining sustainable practices and environmental stewardship in compliance with state and federal regulations, standards and laws.



# ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE: **Rate Setting Policy**

DATE APPROVED:

CATEGORY: **Committee**

DATE REVIEWED:

POLICY REFERENCE: **C-6**

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## 1. **Rate Review Process**

The rate review process shall consist of the following four interrelated, yet distinct, steps for Rock Falls Utilities services.

- a. **Review of Utility Rate & Financial Policy**  
The Utilities Committee will review the existing Utility Rate & Financial Policy well in advance of consideration of each general rate adjustment. Any required changes must be reviewed and approved by Utilities and Finance Committees and City Council.
- b. **Revenue Requirements Analysis**  
A Revenue Requirements Analysis will be completed to study the projected revenue, expenses and capital improvements for the period to be covered by the rate change
- c. **Cost-Of-Service and Cost Allocation**  
A cost-of-service study will be completed to determine the cost of serving each customer class and will be used to allocate class responsibility for the projected expenses of the system.
- d. **Rate Design Rate schedules will be developed for each customer class to recover the revenue requirements determined in the cost-of-service procedure.**

## 2. **Rate Setting Policies**

Policies applicable to all Rock Falls Utilities services including rates and prices, will be designed to:

- a. Meet a broadening range of customer needs;
- b. Enhance competitiveness of Rock Falls Utilities services;
- c. Recover all costs of service;
- d. Satisfy statutory and regulatory requirements; and
- e. Maintain Rock Falls Utilities financial strength and monetary reserves.



# ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE: **Privacy Policy**

DATE APPROVED:

CATEGORY: **Customer Service**

DATE REVIEWED:

POLICY REFERENCE: **CS-1**

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Rock Falls Utilities is owned by the people it serves. With respect to interactions with consumers or those applying to be customers, Rock Falls Utilities shall ensure conditions and procedures are safe, dignified, and lawful, and provide appropriate confidentiality and privacy. Accordingly, Rock Falls Utilities shall:

1. **Information Available to Customers:** Our Privacy Policy identifies and describes the way the City of Rock Falls uses and protects the information we collect about Customer and Users. All use of the City of Rock Falls Utility Services, as well as visits to our websites, are subject to this Privacy Policy.

2. **The Information We Collect:** We may collect different types of personal and other information based on your use of our services and our business relationship with you.

Some examples include:

- a. Contact Information that allows us to communicate with you, including your name, address, telephone number and email address.
- b. Billing Information related to your financial relationship with us, including your payment data, credit history, credit card number, Social Security number, Driver's License or other identification, and service history.

3. **How We Collect It:** We collect information in three (3) primary ways:

- a. You give it to us when you sign up for utility service or interact with us about your service;

- b. We collect it automatically when you visit our website or use our services;
- c. We obtain it from other sources, such as a credit agency or third party collection agency.

4. **How We Use It:** We may use the information we collect in a variety of ways, including to:

- a. Provide you with the best customer experience possible;
- b. Provide the services you require, and to respond to your questions;
- c. Communicate with you regarding your services;
- d. Deliver customized content regarding services we offer that may be of interest to you;
- e. Address network integrity and security issues;
- f. Investigate, prevent or take action regarding illegal activities, violations of ordinances and municipal codes

5. **Information Sharing:** The City of Rock Falls does not provide or sell Personal Information to companies for the marketing of their own products and services. We may provide Personal Information to:

- a. Comply with court orders and other legal process;
- b. Assist with identity verification, and to prevent fraud and identity theft;
- c. Enforce our agreements and property rights;
- d. Obtain payment for services that appear on your City of Rock Falls utility billing statements; including the transfer of delinquent accounts to third parties for collection.

The City of Rock Falls has no "affiliates."





## ROCK FALLS UTILITIES COMMITTEE POLICY

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**TITLE: Procedures Manual Governing Utility Service**      **DATE APPROVED:**

**CATEGORY: Customer Service**

**DATE REVIEWED:**

**POLICY REFERENCE: CS-2**

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Rock Falls Utilities shall maintain a Procedures Manual Governing Utility Service as a tool for instructing our employees how to best provide top-quality service to our customers and owners. A comprehensive service manual addresses internal policies and procedures for all service issues.

The Procedures Manual Governing Utility Service will be maintained by the Utility Office Superintendent. Any and all changes and amendments shall be reviewed and approved by the Utilities Committee and the City Council. The manual will reflect and comply with all City Ordinances and state and federal laws and regulations.

Any and all changes and amendments to the Procedures Manual Governing Utility Service will be provided to the employees within the Customer Service Office by the Superintendent and receipts acknowledges the changes will be signed by the employees and placed within their employment files.



## ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE: **ELECTRIC DISTRIBUTION SYSTEM**      DATE APPROVED:

CATEGORY:      **Electric Department**

DATE REVIEWED:

POLICY REFERENCE: **E-1**

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Rock Falls Utilities shall be responsible for the overall reliability of the electric distribution system. Rock Falls Utilities will ensure that system additions, operations, maintenance, and replacement of capital assets and follow the appropriate best practices, system planning criteria, and design standards for prudent utility practice. Accordingly, Rock Falls Utilities shall:

1.      Ensure the electric delivery system is operated safely at all times within industry standards.
2.      Ensure the electric delivery system planning accounts for the growing demand for the City of Rock Falls.
3.      Ensure repairs to the electric distribution system are made in a timely manner.
4.      Oversee maintenance of the electric distribution system to minimize service interruptions.
5.      Provide service to new customers that comply with Rock Falls Utilities rules and rates.
6.      Ensure Rock Falls complies with the appropriate Illinois Municipal Electric Agency standards.
7.      Ensure safe operational procedures are applied and followed when working in or around electrically energized parts or equipment.

8. Incorporate advancements in technology into the design, maintenance, and operation of electric distribution system to improve system reliability and performance.

9. To value our employees as our most important resource and we provide them competitive compensation and a safe and rewarding work environment which promotes diversity and equal opportunity for all.



# ROCK FALLS UTILITIES COMMITTEE POLICY

---

TITLE: **ELECTRIC GENERATION SYSTEM**      DATE APPROVED:  
CATEGORY:      **Electric Department**      DATE REVIEWED:  
POLICY REFERENCE: **E-2**

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Rock Falls Utilities shall be responsible for the overall reliability of the electric generation system. The generation system consists of a hydroelectric facility and diesel and natural gas-fired generating units located throughout the City. In times of emergency, or when it is economically advantageous, Illinois Municipal Electric Agency may call on Rock Falls Utilities to generate electric through diesel and natural gas-fired generating units.

Rock Falls Utilities will ensure the hydroelectric generation facility and the generation units operation, maintenance and replacement will follow the appropriate best practices, system planning criteria and design standards for prudent generation practice. Accordingly, Rock Falls Utilities shall:

1. Ensure the electric generation system is operated safely at all times within industry, environmental and regulatory standards.
2. Ensure repairs to the hydroelectric facility generation units are made in a timely manner.
3. Ensure regular maintenance of the hydroelectric facility and generation units in order to minimize service interruptions.
4. Ensure Rock Falls complies with the appropriate Illinois Municipal Electric Agency and the American Public Power Association standards.
5. Ensure safe operational procedures are applied and followed when working in or around electrically energized parts or equipment.
6. Comply with all regulatory mandates from the state and federal divisions of the

Environmental Protection Agency.

7. Incorporate advancements in technology into the design, maintenance, and operation of generation units and system to improve system reliability and performance.

8. Strive for continued pursuit of any and all green energy sources as they may become available.

9. To value our employees as our most important resource and we provide them competitive compensation and a safe and rewarding work environment which promotes diversity and equal opportunity for all.



## ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE: **FiberNet System**

DATE APPROVED:

CATEGORY: **FiberNet**

DATE REVIEWED:

POLICY REFERENCE: **F-1**

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Rock Falls Utilities shall be responsible for the overall reliability of the FiberNet. Rock Falls Utilities will ensure that system additions, operations, maintenance, and replacement of assets follow the appropriate best practices, system planning criteria, and design standards for prudent utility practice. Accordingly, Rock Falls Utilities shall:

1. Ensure the FiberNet system is operated safely at all times within industry standards.
2. Ensure the FiberNet system planning accounts for the growing demand for the City of Rock Falls.
3. See that repairs to the FiberNet system are made in a timely manner.
4. Oversee maintenance of the FiberNet system to minimize service interruptions.
5. Provide service to new customers that comply with Rock Falls Utilities rules and rates.
6. Ensure Rock Falls complies with the appropriate state and federal regulations and standards.
7. Incorporate advancements in technology into the design, maintenance, and operation of FiberNet to improve system reliability and performance.

8. To value our employees as our most important resource and we provide them competitive compensation and a safe and rewarding work environment which promotes diversity and equal opportunity for all.



# ROCK FALLS UTILITIES COMMITTEE POLICY

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**TITLE: WATER SYSTEM DELIVERY**

**DATE APPROVED:**

**CATEGORY: Water Department**

**DATE REVIEWED:**

**POLICY REFERENCE: W-1**

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Rock Falls Utilities shall ensure that all water system additions, operations, maintenance and replacement of assets and capital follow the appropriate best practices for water systems. Accordingly, Rock Falls Utilities shall:

**1. Quality Drinking Water**

Provide high quality drinking water through effective management and operation of our water supply, treatment, and distribution system.

**2. Environmental Responsibility**

Protect the environment through effective management of the water supply, treatment and distribution systems. Rock Falls Utilities will manage its resources in an environmentally responsible manner.

**3. Excellence in Serving Customers and Owners**

Provide excellent service to our customers and owners. We are leaders in engaging our customers and owners and provide them meaningful opportunities to participate in decisions that are important to them through public meetings and publication and communication resources



#### **4. Employees**

To value our employees as our most important resource and we provide them competitive compensation and a safe and rewarding work environment which promotes diversity and equal opportunity for all.

#### **5. Affordability and Value**

Provide affordable and high-value services through committed and continuous improvement.

#### **6. Sustainability**

Embrace the principles of environmental, social, and economic sustainability. We strive to make the highest and best use of our local water resources and to promote conservation of water, energy, and other natural resources.

#### **7. Support for the Communities We Serve**

Provide services consistent with the growth management and land use plans of the City of Rock Falls. Rock Falls Utilities will maintain open and positive communications neighboring water utilities and cooperate in regional initiatives where appropriate.

#### **8. Innovation and Creativity**

Rock Falls Utilities will seek innovation and creativity in accomplishing our mission and enhancing our water system for the use by our customers and owners.



# ROCK FALLS UTILITIES COMMITTEE POLICY

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TITLE: **Wastewater System**

DATE APPROVED:

CATEGORY: **Wastewater Department**

DATE REVIEWED:

POLICY REFERENCE: **WW-1**

---

Rock Falls Utilities shall ensure that all wastewater system additions, operations, maintenance and replacement of assets and capital follow the appropriate best practices for wastewater systems. Accordingly, Rock Falls Utilities shall:

**1. Quality Water Reclamation**

Provide high quality water recycling and reclamation through effective management and operation of our wastewater collection and treatment system.

**2. Environmental Responsibility**

Protect the environment through effective management of the wastewater collection and treatment. Rock Falls Utilities will manage its resources in an environmentally responsible manner.

**3. Excellence in Serving Customers and Owners**

Provide excellent service to our customers and owners. We are leaders in engaging our customers and owners and provide them meaningful opportunities to participate in decisions that are important to them through public meetings and publication and communication resources

**4. Employees**

To value our employees as our most important resource and we provide them competitive compensation and a safe and rewarding work environment which promotes diversity and equal opportunity for all.

**5. Affordability and Value**

Provide affordable and high-value services through committed and continuous improvement.

**6. Sustainability**

Embrace the principles of environmental, social, and economic sustainability. We strive to make the highest and best use of our local wastewater system and to promote conservation of water, energy, and other natural resources.

**7. Support for the Communities We Serve**

Provide services consistent with the growth management and land use plans of the City of Rock Falls. Rock Falls Utilities will maintain open and positive communications neighboring wastewater utilities and cooperate in regional initiatives where appropriate.

**8. Innovation and Creativity**

Rock Falls Utilities will seek innovation and creativity in accomplishing our mission and enhancing our wastewater system for the use by our customers and owners.

# ROCK FALLS CHAMBER OF COMMERCE

GROWTH - CONNECTIONS - COMMUNITY

## ANNUAL MEETING & DINNER

FEBRUARY 22<sup>nd</sup>, 2018

Social Time 6:00pm | Program 6:30pm

DAYS INN, ROCK FALLS



*Each Member Matters!*

BE A PART OF THE  
ROCK FALLS CHAMBER STORY

Join us as we celebrate local success  
and look towards the growing future.

All Rock Falls Chamber Members and their staff are kindly invited  
to join in a delicious dinner, scrumptious dessert auction,  
Shoulder to the Wheel Volunteerism Award and  
Professional Service Award presentation, networking, news, and fun.

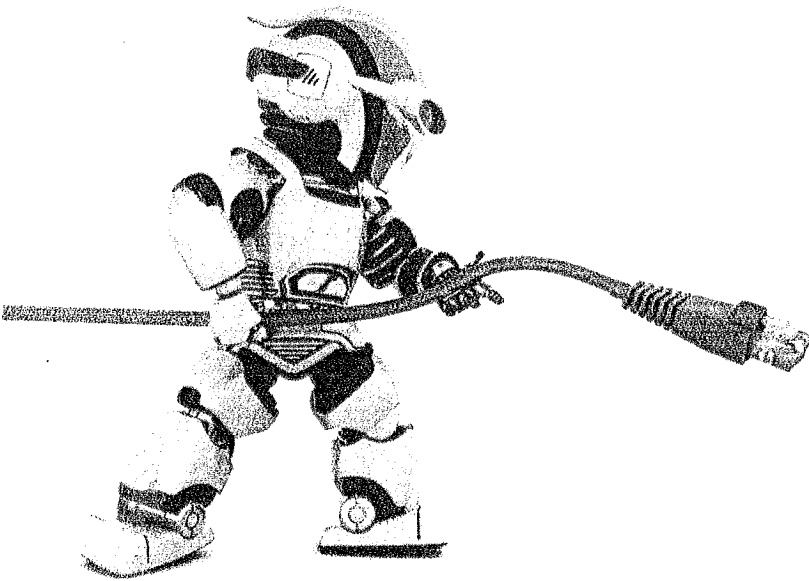
Social time and check-in begins at 6:00pm with program and dinner at 6:30pm.

*Registration*

Please register using the enclosed form. Early registration, save \$5!

This proposal was prepared exclusively for

# City of Rock Falls, IL



samsara

***federated***<sup>®</sup>  
SERVICE SOLUTIONS

Corporate Office:

30955 Northwestern Highway | Farmington Hills, Michigan 48334 USA | (248) 539-9000 | [www.federatedservice.com](http://www.federatedservice.com)



Dick Simon  
City of Rock Falls, IL  
603 W. 10th Street  
Rock Falls, IL 61071

Re: Samsara Deployment

Federated Service Solutions (FSS) is a single-source and global provider of low-voltage equipment and network design, staging, configuration, installation, and support solutions for the retail, hospitality, manufacturing, communications, food service, construction, and financial service industries. We are experienced in new and existing facilities from new site construction to remodels, project roll outs, and service work, we are staffed to do it all! The core of what FSS provides is Project Management, Project Engineering and delivery of on-site services through a large network of dedicated staff and technicians. Our team consists of highly experienced personnel that are ready to serve customers in any situation.

On behalf of FSS, thank you for the opportunity to present the City of Rock Falls, IL with our proposal for the Samsara Deployment. We are looking forward to working with you to streamline your efforts and save time while mitigating multi-vendor risks. As a single point of contact, our goal is to reduce costs without compromising on quality or level of service. Through our efforts we will establish a mutually successful relationship based on value and quality of service.

In addition, we know all customer engagements have mutual stakeholders on both sides that are instrumental to achieve success. In contrast with some of our competitors, this commitment extends down from our executive office and across all project participants.

Thank you again for this opportunity. We look forward to contributing to your company's continued success on this and future projects.

Sincerely,

Andrew Counihan  
**Senior Account Manager**  
O: 248.539.9000 x3520 | C:248.939.2905 | [acounihan@federatedservice.com](mailto:acounihan@federatedservice.com)

## Project Overview

This proposal includes the flat rate pricing to install 40 Vehicle Gateways at 1 location in Rock Falls, IL.

## Detailed Scope of Work

Installation will include visits to the site by a qualified technician, installing a total of 40 Vehicle Gateways at 1 location in Rock Falls, IL. Upon arriving the technician will locate the designated site contact and gain access to all vehicles. The technician will install all new Samsara Vehicle Gateways, setup the dashboard for each device, and finally put every vehicle through a customized check list to ensure full operability. A webinar will be scheduled with the on-site contact to train them on the Samsara dashboard upon install completion. Also presented is pricing for the materials and installation for a hardwired USB charger for mounted devices, at a per device price.

## Proposed Price

Based on the **Detailed Scope of Work** outlined above and the total cost of completing the tasks outlined below, Federated Service Solutions submits the following pricing on a per site menu basis for consideration.

*Please initial next to the Per Site Menu Pricing to indicate acceptance of the base scope of work and any additional options that you would like to have performed.*

<b>Per Site Pricing</b>	<b>Initial for Acceptance</b>	
<b>Installation of Vehicle Gateways (\$88.50 per Vehicle Gateway)</b>	\$3,540.00 USD	
<hr/>		
<b>Exception Fees</b>	<b>Within Three Business Days of Site Start</b>	<b>Prior to Three Business Days of Site Start</b>
Per Site Schedule Change Fee	\$175.00 USD	\$50.00 USD
Per Site Cancellation Fee	\$450.00 USD	\$200.00 USD
Return Trip Fee	\$250.00 USD	
Hourly Out of Scope Rate	\$85.00 USD	

Corporate Office:

30955 Northwestern Highway | Farmington Hills, Michigan 48334 USA | (248) 539-9000 | www.federatedservice.com

Federated Service Solutions Confidential and Proprietary



### **Pricing Qualifications**

- » Pricing assumes Vehicle List on hand before install.
- » Pricing assumes necessary wiring for chargers to be able to be identified before install.
- » Prices shown do not include applicable tax, which will be included on invoices unless a valid tax exemption form is received.
- » All invoices remitted for payment are due 30 days from the invoice date. Federated Service Solutions reserves the right to charge 1% interest compounding monthly on the full unpaid balance for any monies not received after 30 days.
- » Pricing expires 30 days from December 27, 2017.

### **Deliverables**

- › Digital Photographs of Work Completed (Accessible on the FSS Dashboard)

### **The FSS Team**

FSS provides on-site services and deployments utilizing carefully matched technicians within and beyond the geographic region covered by this scope. This approach has proven to be extremely cost effective, while providing superior coverage and exceptional quality of service with a timely response to each project's specific needs.

A dedicated FSS Project Manager will provide a single point of contact throughout the life cycle of each project we perform for your company. Responsible for the business process, the Project Manager will work together with your project lead as needed to meet and exceed your requirements for the development and assessment of challenges, training, scheduling, documentation, and reporting requirements. FSS Project Managers employ a one on one approach in order to provide a personal affinity to the success of each project



## Assumptions

- › If all vehicles are not on site at the time of installation on the agreed upon date, a trip charge will be assessed upon return.
- › In the event FSS technician(s) arrives at the job site and are delayed due to others, FSS will assess an hourly out of scope labor charge.
- › If the technicians are not able to work an eight-hour day an additional trip charge may be assessed.
- › If visits to site are not contiguous, a trip charge of \$200.00 will be charged for each incidence.
- › If the technician is required to do additional activities outside of the outlined scope of work the *Hourly Out of Scope Rate* will be utilized. These activities may include additional site training, excessive time spent finding materials or site contacts, etc.
- › Pricing for *Step Down Chargers* assumes that wiring locations will be **clearly** marked for the technician on site.
- › A *Return Trip Fee* will be assessed in instances where a return trip is needed to complete contracted scope when conditions outside of FSS control make it necessary including site aborts and significant delays that prohibit the scope of work being completed in full during the time allotted for site completion.
- › The *Per Site Schedule Change Fee* will be assessed for each site that must be rescheduled at the request of the Customer when costs have been incurred.
- › If the Customer cancels the project after acceptance of this agreement, the customer will be responsible for paying the *Per Site Cancellation Fee*.
- › Customer will ensure jobsite readiness and that the location personnel have been notified of our arrival at each location prior to FSS arrival on site unless call aheads are included in the scope of work.
- › This agreement is subject to FSS credit approval.
- › This agreement shall be governed and construed in accordance with the laws of the State of Michigan, to which state's jurisdiction Customer hereby submits.

## Primary Contact Information

The following have been designated as this project's primary contacts.

**Federated Service Solutions**

**City of Rock Falls, IL**

Susan Koolthong, Project Manager  
Name, Title

\_\_\_\_\_  
Name, Title

248.932.9824  
Office Phone

\_\_\_\_\_  
Office Phone

248.939.2755  
Mobile Phone

\_\_\_\_\_  
Mobile Phone

skoolthong@federatedservice.com  
Email

\_\_\_\_\_  
Email

Customer Preferred Contact Methods (in order): \_\_\_\_\_

## Customer Billing Contact Information

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Department

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

## Customer Acceptance

As witnessed by the signatures below, acceptance of this proposal is indicated by both parties.

**Federated Service Solutions, Inc.**

**City of Rock Falls, IL**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Corporate Office:

30955 Northwestern Highway | Farmington Hills, Michigan 48334 USA | (248) 539-9000 | [www.federatedservice.com](http://www.federatedservice.com)





samsara

Samsara  
444 De Haro St  
San Francisco, CA 94107  
sales@samsara.com

Samsara Fleet Tracking Solution Proposal

Quote Number 1412291

Created Date 12/20/2017

Expiration Date 1/12/2018

Prepared By Nick Tom

Contact Name Mark Searing

Phone (415) 349-5039

Phone (815) 622-1108

Email nick@samsara.com

Email msearing@rockfalls61071.com

Bill To Name City Of Rock Falls

Ship To Name City Of Rock Falls

Bill To 603 W. 10th Street  
Rock Falls, Illinois 61071  
United States

Shipping Address 603 W 10th,  
Rock Falls,  
Illinois, 61071

City of Rock Falls (Building Department) - Samsara GPS & Fleet Management Invoice

Product	Product Code	License Term (Months)	Quantity	Unit Sales Price	Total Price
License for Vehicle Gateways	LIC-VG-ENT	36	1.00	\$936.00	\$936.00
Vehicle IoT Gateway, model VG34	HW-VG34		1.00	\$85.00	\$85.00
VG34 OBDII J1962 L-mount cable	ACC-BOBDII-Y1		1.00	\$45.00	\$45.00

Shipping and Handling \$18.00

Sales Tax \$0.00

Total \$1,084.00

Payment Terms Due in advance

This Order Form is a legally binding agreement between Customer and Samsara Networks Inc. ("Samsara"). IN WITNESS WHEREOF, Customer has caused this Order Form to be executed by its duly authorized representative.

Please confirm acceptance of this quote by signing below:

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. number (If required) \_\_\_\_\_



samsara

Samsara  
444 De Haro St  
San Francisco, CA 94107  
sales@samsara.com

Samsara Fleet Tracking Solution Proposal

Quote Number	1412289	Created Date	12/20/2017
		Expiration Date	1/12/2018
Prepared By	Nick Tom	Contact Name	Ted Padilla
Phone	(415) 349-5039	Phone	815-622-1120
Email	nick@samsara.com	Email	tpadilla@rockfalls61071.com
Bill To Name	City Of Rock Falls	Ship To Name	City Of Rock Falls
Bill To	603 W. 10th Street Rock Falls, Illinois 61071 United States	Shipping Address	603 W 10th, Rock Falls, Illinois, 61071

City of Rock Falls (Water Department) - Samsara GPS & Fleet Management Invoice

Product	Product Code	License Term (Months)	Quantity	Unit Sales Price	Total Price
License for Vehicle Gateways	LIC-VG-ENT	36	7.00	\$936.00	\$6,552.00
Vehicle IoT Gateway, model VG34	HW-VG34		7.00	\$85.00	\$595.00
VG34 J1708 Screw-Mount Cable	CBL-VG-BJ1708		1.00	\$45.00	\$45.00
VG34 OBDII J1962 L-mount cable	ACC-BOBDII-Y1		6.00	\$45.00	\$270.00

Shipping and Handling	\$18.00
Sales Tax	\$0.00
<b>Total</b>	<b>\$7,480.00</b>
Payment Terms	Due in advance

This Order Form is a legally binding agreement between Customer and Samsara Networks Inc. ("Samsara"). IN WITNESS WHEREOF, Customer has caused this Order Form to be executed by its duly authorized representative.

Please confirm acceptance of this quote by signing below:

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. number (If required) \_\_\_\_\_



samsara

Samsara
444 De Haro St
San Francisco, CA 94107
sales@samsara.com

Samsara Fleet Tracking Solution Proposal

Quote Number 1412287 Created Date 12/20/2017
Expiration Date 1/12/2018
Prepared By Nick Tom Contact Name Dick Simon
Phone (415) 349-5039 Phone (815)-622-1145
Email nick@samsara.com Email dsimon@rockfalls61071.com
Bill To Name City Of Rock Falls Ship To Name City Of Rock Falls
Bill To 603 W. 10th Street Shipping Address 603 W 10th,
Rock Falls, Illinois 61071 Rock Falls,
United States Illinois, 61071

City of Rock Falls (Electric Department) - Samsara GPS & Fleet Management Invoice

Table with 6 columns: Product, Product Code, License Term (Months), Quantity, Unit Sales Price, Total Price. Rows include License for Vehicle Gateways, Vehicle IoT Gateway, VG34 direct-wire non-diagnostic power cable, VG34 J1708 Screw-Mount Cable, VG34 J1939 screw cable 2016+, VG34 J1939 screw mount cable, VG34 OBDII J1962 L-mount cable.

Shipping and Handling \$36.00
Sales Tax \$0.00
Total \$18,158.00
Payment Terms Due in advance

This Order Form is a legally binding agreement between Customer and Samsara Networks Inc. ("Samsara"). IN WITNESS WHEREOF, Customer has caused this Order Form to be executed by its duly authorized representative.

Please confirm acceptance of this quote by signing below:

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_



samsara

Samsara  
444 De Haro St  
San Francisco, CA 94107  
sales@samsara.com

**Samsara Fleet Tracking Solution Proposal**

P.O. number (If required) \_\_\_\_\_



samsara

Samsara  
444 De Haro St  
San Francisco, CA 94107  
sales@samsara.com

Samsara Fleet Tracking Solution Proposal

Quote Number 1412290

Created Date 12/20/2017

Expiration Date 1/12/2018

Prepared By Nick Tom

Contact Name Ed Cox

Phone (415) 349-5039

Phone (815) 622-1125

Email nick@samsara.com

Email ecox@rockfalls61071.com

Bill To Name City Of Rock Falls

Ship To Name City Of Rock Falls

Bill To 603 W. 10th Street  
Rock Falls, Illinois 61071  
United States

Shipping Address 603 W 10th,  
Rock Falls,  
Illinois, 61071

City of Rock Falls (Sewer Department) - Samsara GPS & Fleet Management Invoice

Product	Product Code	License Term (Months)	Quantity	Unit Sales Price	Total Price
License for Vehicle Gateways	LIC-VG-ENT	36	6.00	\$936.00	\$5,616.00
Vehicle IoT Gateway, model VG34	HW-VG34		6.00	\$85.00	\$510.00
VG34 J1708 Screw-Mount Cable	CBL-VG-BJ1708		1.00	\$45.00	\$45.00
VG34 OBDII J1962 L-mount cable	ACC-BOBDII-Y1		5.00	\$45.00	\$225.00

Shipping and Handling \$18.00

Sales Tax \$0.00

Total \$6,414.00

Payment Terms Due in advance

This Order Form is a legally binding agreement between Customer and Samsara Networks Inc. ("Samsara"). IN WITNESS WHEREOF, Customer has caused this Order Form to be executed by its duly authorized representative.

Please confirm acceptance of this quote by signing below:

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. number (If required) \_\_\_\_\_



samsara

Samsara  
444 De Haro St  
San Francisco, CA 94107  
sales@samsara.com

Samsara Fleet Tracking Solution Proposal

Quote Number 1412288

Created Date 12/20/2017

Expiration Date 1/12/2018

Prepared By Nick Tom

Contact Name Larry Spinka

Phone (415) 349-5039

Phone (815) 622-1100

Email nick@samsara.com

Email lspinka@rockfalls61071.com

Bill To Name City Of Rock Falls  
Bill To 603 W. 10th Street  
Rock Falls, Illinois 61071  
United States

Ship To Name City Of Rock Falls  
Shipping Address 603 W 10th,  
Rock Falls,  
Illinois, 61071

City of Rock Falls (Street Department) - Samsara GPS Invoice

Product	Product Code	License Term (Months)	Quantity	Unit Sales Price	Total Price
License for Vehicle Gateways	LIC-VG-ENT	36	9.00	\$936.00	\$8,424.00
Vehicle IoT Gateway, model VG34	HW-VG34		9.00	\$85.00	\$765.00
VG34 J1708 Screw-Mount Cable	CBL-VG-BJ1708		3.00	\$45.00	\$135.00
VG34 J1939 screw cable 2016+	ACC-BJ1939-2Y1		2.00	\$45.00	\$90.00
VG34 J1939 screw mount cable	ACC-BJ1939-Y1		1.00	\$45.00	\$45.00
VG34 OBDII J1962 L-mount cable	ACC-BOBDII-Y1		3.00	\$45.00	\$135.00

Shipping and Handling \$18.00  
Sales Tax \$0.00  
Total \$9,612.00  
Payment Terms Due in advance

This Order Form is a legally binding agreement between Customer and Samsara Networks Inc. ("Samsara"). IN WITNESS WHEREOF, Customer has caused this Order Form to be executed by its duly authorized representative.

Please confirm acceptance of this quote by signing below:

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. number (If required) \_\_\_\_\_





samsara

Samsara  
444 De Haro St  
San Francisco, CA 94107  
sales@samsara.com

Samsara Fleet Tracking Solution Proposal

WRITE OFFS OCTOBER 2017 - DECEMBER 2017

<u>NAME</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>ELE</u>	<u>ELE PEN</u>	<u>SEWER</u>	<u>SEW PEN</u>	<u>WATER</u>	<u>WAT PEN</u>	<u>GARBAGE</u>	<u>GAR PEN</u>	<u>TAX</u>	<u>UR LITE</u>	<u>TOTAL</u>
<b>AGED OUT</b>													
	120144001	107.99	98.95	6.76							2.28		107.99
	110087018	458.60	274.72	15.44	92.89	4.02	43.73	1.24	16.69	0.91	8.96		458.60
	120218001	211.39	192.43	13.56							5.40		211.39
	150133011	33.80	23.50		6.35		3.22				0.73		33.80
	130160002	259.24	231.44								6.48	21.32	259.24
	200160007	43.40	15.97	5.31	9.53	3.27	5.75	1.70	1.01	0.41	0.45		43.40
	210168011	6.96	3.55	0.06	2.21	0.05	0.96	0.02			0.11		6.96
	320025024	137.78	49.19	3.64	56.11	3.53	23.09	1.09			1.13		137.78
	150114018	161.23	56.51	2.40	60.39	1.82	24.88	0.56	12.84	0.41	1.42		161.23
	80077009	176.79	23.59	2.30	88.29	4.70	36.38	1.45	18.77	1.06	0.25		176.79
	410001505	459.09	394.87	16.85					34.63	1.50	11.24		459.09
	290047007	395.82	243.50	14.07	76.54	4.47	31.52	1.44	16.28	0.98	7.02		395.82
	230023011	854.21	373.10	26.31	249.33	12.08	146.17	6.61	28.67	1.38	10.56		854.21
	190119101	304.27	295.57								8.70		304.27
	240117017	113.17	29.06	1.40	54.98	2.34	24.03	0.73			0.63		113.17
	200173002	416.56	199.95	14.36	115.48		59.45	2.69	17.91	1.03	5.69		416.56
	280075013	247.03	119.71	5.26	80.40	3.28	34.17	1.09			3.12		247.03
	210102007	97.82	54.57	0.74	24.41	0.89	10.05	0.28	5.19	0.21	1.48		97.82
	310015011	93.09	45.76	46.92							0.41		93.09
	130033007	40.25	39.23								1.02		40.25
	160053004	183.94	87.19	10.22	47.06	4.19	22.11	1.55	8.49	0.82	2.31		183.94
	160064017	392.84	257.14	14.05	76.92	4.21	31.69	1.30			7.53		392.84
	60127008	181.08	87.28	6.71	46.99	2.68	28.33	1.34	4.97	0.38	2.40		181.08
	250071010	417.73	119.68	5.99	162.07	3.31	112.49	1.56	8.86	0.50	3.27		417.73
	260027006	370.77	233.17	8.83	69.40	2.59	40.07	1.18	8.42	0.38	6.73		370.77
	150261003	341.57	42.62	2.76	177.99	8.70	62.78	2.36	41.67	2.05	0.64		341.57
	100019007	321.06	91.47	11.90	124.55	5.21	56.12	2.05	23.79	0.96	5.01		321.06
	150115012	306.65	114.17	5.71	106.13	4.57	52.72	1.97	17.54	0.77	3.07		306.65
	240001013	226.77	92.38	2.63	76.27	2.86	33.56	1.01	15.07	0.60	2.39		226.77
	440039007	193.02	94.17	10.31	48.38	3.95	19.94	1.59	10.29	0.72	3.67		193.02
	210005001	1,013.93	473.35	29.88	278.77	13.27	164.39	7.16	32.00	1.59	13.52		1,013.93
<b>TOTAL</b>		<b>8,567.85</b>	<b>4,457.79</b>	<b>284.37</b>	<b>2,131.44</b>	<b>95.99</b>	<b>1,067.60</b>	<b>41.97</b>	<b>323.09</b>	<b>16.66</b>	<b>127.62</b>	<b>21.32</b>	<b>8,567.85</b>
<b>GRAND TOTAL</b>		<b>15,348.41</b>	<b>7,613.69</b>	<b>346.24</b>	<b>4,359.70</b>	<b>128.41</b>	<b>1,786.52</b>	<b>47.47</b>	<b>671.63</b>	<b>20.69</b>	<b>209.62</b>	<b>164.44</b>	<b>15,348.41</b>

