



Central Services Committee

Meeting Agenda

Monday, July 20, 2026 | 6:00 p.m. | Caucus Room

1. Call Meeting to Order & Roll Call
2. Approval of Minutes
3. Public Comment (3 minutes per speaker)
4. New Business

Engineering

- Flood Ordinance Revision
- RoadAI Contract Extension
- Electric Car Charger Bid Review
- Engineering Agreement for IL 96 Jurisdictional Transfer
- IL 96 MFT Funding Allocation
- Safe Streets for All Grant
- Safe Street for All Grant MFT Funding Allocation
- Engineering Late Additions (no approvals that do not require a City Council vote)

Central Services

- Garage Pressure Washer Replacement
- Forestry Chipper Replacement
- Concrete Dump Truck Purchase
- CS Late Additions (no approvals that do not require a City Council vote)

Planning & Development

- ITEP Grant Application
- Fall Tree Planting Program
- P & D Late Additions (no approvals that do not require a City Council vote)

Inspections & Nuisance Abatement

- Mini Excavator and Mower Purchase
- Trailer Purchase
- Inspections Late Additions (no approvals that do not require a City Council vote)

5. Adjournment



Minutes of Central Services Committee Meeting held on Monday, June 15th, 2026, in the Caucus Room at City Hall at 6:30pm.

The Meeting was called to order by Alderman Sassen at 6:34pm.

Members present: Alderman Tony Sassen, Alderman Jack Holtschlag, Alderman Richie Reis, Alderman Eric Entrup, and Kevin McClean (representing Central Services)

Guests present: Jeffrey Conte, Steve Bange, Alderman Glen Ebbing, Alderman Jeff Bergman, Bruce Alford, and Michael Seaver.

- The minutes from the last meeting were discussed
 - It was moved by Alderman Reis and seconded by Alderman Holtschlag that the minutes from the last meeting be approved.
 - The motion carried

Public Comment:

- No Public comments

Old Business:

- No old Business

New Business:

Engineering:

- Steve Bange requested approval for the Resurfacing of North 36th Street (at the time of the meeting, no bids had been submitted but, due to time constraints, advanced approval was requested).
 - It was moved by Alderman Reis and seconded by Alderman Holtschlag to accept the low bid, as long as it came in under the engineers estimate, and to send it to council with committee approval.
 - The motion carried

Steve Bange requested funding and an engineering services contract for the reconstruction of Locust Street from 3rd to 24th Streets.

- It was moved by Alderman Reis and seconded by Alderman Holtschlag to allocate \$2.1 million for the project, to enter into a contract with Klingner and Associates for engineering services, and to send it to council with committee approval.
- The motion carried

Central Services:

- Kevin McClean submitted bids for the 2026 Motor Oil and Fluids contract.
- It was moved by Alderman Holtschlag and seconded by Alderman Entrup to approve the bid of \$96,646 from Prairieland FS and to send it to council with committee approval.
- The motion carried
- Kevin McClean presented a bid of \$13,300 from Coulter Asphalt for concrete repairs on Lake Ridge Drive.
- It was moved by Alderman Reis and seconded by Alderman Holtschlag to approve the bid and to send it to council with committee approval.
- The motion carried

Planning and Development:

- No new business.

Inspections & Nuisance Abatement:

- No new business.
- With no other business to be presented, it was moved by Alderman Reis and seconded by Alderman Holtschlag that the meeting be adjourned at 6:45pm.
- The motion carried.

Minutes transcribed by John Schafer, Superintendent of Sanitation



CITY OF QUINCY

Department of Utilities & Engineering

Steven E. Bange, P.E.
Director of Engineering
City Hall – 730 Maine Street
Quincy, Illinois 62301-4048
sbange@quincyl.gov
(217)228-7731

MEMORANDUM

To: Central Services Committee

Date: July 14, 2026

RE: July 20, 2026, CS Meeting

Chapter 155 - Floodplain Ordinance Update

In early June, staff of the Illinois Department of Natural Resources conducted a Community Assistance Contact for Quincy. The City's floodplain policies, administration of the National Flood Insurance Program, and floodplain development were reviewed by IDNR.

One item the IDNR notified us of was that our current floodplain ordinance should be revised to meet the requirements in the National Flood Insurance Program (NFIP) section 44 CFR 60.3(d), and Illinois 615 ILCS 5/18(g) Rivers, Lakes and Streams Act, including state floodway rules and dam safety.

Most changes make the ordinance more protective and more detailed, though a few provisions are relaxed or simplified. The ten items below represent the most significant revisions.

Change	Description
1. Critical facility siting	Drops the current requirement to site new critical facilities (hospitals, schools, fire/police stations) outside the floodplain "unless no feasible alternative exists." Only the elevation/floodproofing standard (3 ft above base flood, or the 500-year elevation, whichever is greater) would remain.
2. Accessory structure (shed/garage) size cap	Current code allows up to \$15,000 in value OR 576 sq ft, whichever is greater. Proposed ordinance sets a flat 600 sq ft cap with no value-based alternative. This is simpler, but more restrictive for higher-value small structures.
3. Minor floodway activity exemptions	Current code pre-approves 13 specific minor activities (bridge/culvert crossings, minor docks, bank stabilization, etc.) tied to IDNR/OWR statewide permits. These are not carried forward by name in the proposed ordinance; a general no-rise/engineering-analysis standard and new map-revision (CLOMR/LOMR) procedures apply instead.
4. Permit expiration deadlines	New: construction must start within 180 days of permit issuance and finish within 12 months, or the permit expires (limited 180-day extensions allowed). No deadline exists today.
5. New Floodplain Administrator duties	Adds a required annual floodplain inspection and a formal, multi-step substantial-improvement/substantial-damage determination process (independent appraisals, written owner notification). This is new staff workload to plan for.
6. Fill setback for elevated construction	The required fill buffer beyond a building's foundation doubles from 10 feet to 20 feet before the fill may slope below the flood protection elevation.

Change	Description
7. Mandatory cost-shifting for data disputes	Currently a party disputing the City's flood elevation data “may” finance a replacement engineering study; the proposed ordinance makes this mandatory (“shall”).
8. Ordinance-specific penalty	Sets an explicit fine of \$50–\$750 per offense directly in the floodplain ordinance (each day of violation a separate offense), rather than relying on the City's general penalty code section.
9. Agricultural structure variance criteria	Streamlined. The current explicit findings that the structure has “no alternate location” outside the floodplain and cannot be a residence or livestock-confinement building are not restated in the same terms in the new criteria.
10. “Development” definition	Drops the current explicit exclusion of routine maintenance, road resurfacing, and non-grading gardening/plowing from what counts as regulated “development.” This broadens what technically requires a permit.

Other Changes:

- Definitions expanded: new defined terms added for Agricultural Structure, Dam, CLOMR, LOMA, LOMR, Elevation Certificate, Floodproofing Certificate, Freeboard, and Variance, among others, aligning the ordinance more closely with FEMA terminology.
- Flood Protection Elevation (FPE): now varies by zone type (AO Zones use a depth-based standard) rather than a single flat “base flood + 1 foot” rule for every location.
- Floodway definition: now expressly caps the allowable rise in flood elevation at 0.1 foot anywhere in the community, written directly into the definition.
- New BFE study trigger: a base flood elevation study is now required for new Zone A subdivisions or developments larger than 25 lots or 2.5 acres.
- Expanded Administrator duties: new requirements to notify FEMA of annexations, notify FEMA within 6 months of BFE changes, and notify FEMA/IDNR of any proposed ordinance amendments.
- Updated statutory citations: adds references to the Rivers, Lakes and Streams Act (615 ILCS 5/18(g)) and federal NFIP regulations (44 CFR 59–79) as additional legal authority.
- Severability clause: a standalone severability section is added.

SAMPLE FLOOD DAMAGE PREVENTION ORDINANCE – DOWNSTATE IL

DISCLAIMER

Municipalities with Mapped Floodways 60.3(d)

This sample ordinance has been prepared to help communities meet the requirements of:

- the National Flood Insurance Program (NFIP), more specifically, this ordinance contains all the provisions necessary to comply with the requirements of section 44 CFR 60.3(d) of the NFIP
- the 615 ILCS 5/18(g) Rivers, Lakes and Streams Act, including state floodway rules and dam safety

The State of Illinois and the Illinois Department of Natural Resources/Office of Water Resources (IDNR/OWR) or Federal Emergency Management Agency (FEMA) does not require the use of this sample floodplain ordinance. If a locally developed ordinance is used, it must be reviewed by the IDNR/OWR and FEMA for compliance with the minimum NFIP.

Prior to the enactment of any ordinance, a community should seek the advice of its legal counsel regarding its content and enactment. If the legal counsel is not involved in the actual preparation of the ordinance, legal counsel should review and comment upon the proposed ordinance prior to its enactment.

HOW TO USE THIS SAMPLE ORDINANCE:

1. Decide if your community will adopt a single purpose ordinance that contains all the necessary provisions, such as this ordinance, or if wish to amend another other existing code, such as a zoning code, development code, or building code.
2. Review this sample ordinance. Red text indicates edits are required including Inserting text, such as the name of the community, or places where a choice is required that will add higher restrictions or standards. IDNR/OWR urges communities to consider the unique flood conditions present in your community and consider adopting these higher regulatory standards to decrease the impact of flooding in your community. If your community is experiencing flooding that extends beyond the mapped floodplain, please consider adopting a higher flood protection elevation of two or three feet. Mapping of localized flooding may also be included to prevent flood damages outside of the mapped floodplains.
3. Submit a draft to IDNR/OWR for review to verify compliance with the NFIP.
4. State will return a reviewed/corrected draft ordinance for community adoption.
- 5.. Upon adoption submit a pdf copy of the signed ordinance to IDNR/OWR. IDNR/OWR will document receipt and forward a copy to FEMA.

If you have questions, contact Erin Conley at erin.c.conley@illinois.gov or by phone at 217.782.4428

OPTIONAL COVER SHEET

CITY/VILLAGE OF ____ (Add Community Name) _____

ORDINANCE NO. _____

AN ORDINANCE REGULATING DEVELOPMENT IN FLOODPLAIN AREAS

ADOPTED BY THE

(Choose PRESIDENT/MAYOR AND BOARD OF TRUSTEES/CITY COUNCIL)

OF THE

(CITY/VILLAGE OF _____)

THIS ____ DAY OF _____, 20__.

PUBLISHED IN PAMPHLET FORM BY THE AUTHORITY OF THE
**PRESIDENT/MAYOR AND BOARD OF TRUSTEES/CITY COUNCIL OF THE
CITY/VILLAGE OF _____ ILLINOIS.**

THIS ____ DAY OF _____, 20__.

Signature Line for Community Clerk

OPTIONAL PAGE

ORDINANCE NO. _____

AN ORDINANCE REGULATING DEVELOPMENT IN FLOODPLAIN AREAS

WHEREAS, the City of Quincy, pursuant to the police powers granted to by the Illinois Municipal Code (65 ILCS 5/1-2-1, 5/11-12-12, 5/11-30-2, 5/11-30-8 and 5/11-31-2), wishes to establish eligibility in the National Flood Insurance Program and in order to do so must meet the requirements of Title 44 of the Code of Federal Regulations (CFR) Sections 59 to 79 of the National Flood Insurance Program Regulations, necessary for such participation; and

WHEREAS, Mayor and City Council of the City of Quincy find it to be in the best interest of the city to establish rules and regulations for floodplain management throughout the city and superseding any less restrictive municipal rules and regulations therein; and,

WHEREAS, the Mayor and City Council of the City of Quincy have previously adopted Ordinances No. 8926, 9183, and 9336.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Quincy, IL Adams County, Illinois, the following measures shall be required within the corporate limits of the City of Quincy:

ORDINANCE NO. _____

AN ORDINANCE REGULATING DEVELOPMENT IN FLOODPLAIN AREAS

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155.01 Purpose.

This chapter is enacted pursuant to the police powers granted to the City of Quincy by the Illinois Municipal Code (65 ILCS 5/1-2-1, 5/11-12-12, 5/11-30-2, 5/11-30-8 and 5/11-31-2) in order to accomplish the following purposes:

- A. To meet the requirements of 615 ILCS 5/18(g) Rivers, Lakes and Streams Act;
- B. To prevent unwise developments from increasing flood or drainage hazards to others;
- C. To protect new buildings and major improvements to buildings from flood damage;
- D. To protect human life and health from the hazards of flooding;
- E. To promote and protect the public health, safety, and general welfare of the citizens from the hazards of flooding;
- F. To lessen the burden on the taxpayer for flood control, repairs to public facilities and utilities, and flood rescue and relief operations;
- G. To maintain property values and a stable tax base by minimizing the potential for creating blight areas;
- H. To comply with the rules and regulations of the National Flood Insurance Program codified as 44 CFR 59-79, as amended;
- I. To make federally subsidized flood insurance available by fulfilling the requirements of the National Flood Insurance Program, and
- J. To preserve the natural characteristics and functions of watercourses and floodplains in order to moderate flood and stormwater impacts, improve water quality, reduce soil erosion, protect aquatic and riparian habitat, provide recreational opportunities, provide aesthetic benefits, and enhance community and economic development.

155.02 Definitions.

Unless specifically defines below, all words used in this chapter shall have their common meanings. The word “shall” mean the action is mandatory.

For the purposes of this chapter, the following definitions are adopted:

Accessory Structure A non-habitable building, used only for parking of vehicles or storage, that is on the same parcel of property as the principal building and which is incidental to the use of the principal building.

Agricultural Structure A walled and roofed structure used exclusively for agricultural purposes or uses in connection with the production, harvesting, storage, raising, or drying of agricultural commodities and livestock, including aquatic organisms. Structures that house tools or equipment used in connection with these purposes or uses are also considered to have agricultural purposes or uses.

Base Flood The flood having a one percent (1%) probability of being equaled or exceeded in any given year. The base flood is often referred to as the 100-year flood. The base flood elevation at any location is as defined in 155.03 of this chapter.

Base Flood Elevation (BFE) The height in relation to the North American Vertical Datum (NAVD) of 1988 (or other datum, where specified) of the crest of the base flood.

Basement Any portion of the building, including any sunken room or sunken portion of a room, having its floor below ground level (subgrade) on all sides.

Building A walled and roofed structure, including gas or liquid storage tank, that is principally above ground including manufactured homes and prefabricated buildings. The term also includes recreational vehicles and travel trailers installed on a site for more than one hundred eighty (180) days per year.

Conditional Letter of Map Revision (CLOMR) A letter providing FEMA's comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing Floodway, the effective BFEs, or the SFHA.

Critical Facility Any facility which is critical to the health and welfare of the population and, if flooded, would create an added dimension to the disaster. Damage to these critical facilities can impact the delivery of vital services, can cause greater damage to other sectors of the community, or can put special populations at risk.

Dam All obstructions, wall embankments or barriers, together with their abutments and appurtenant works, if any, constructed for the purpose of storing or diverting water or creating a pool. Dams may also include weirs, restrictive culverts, or impoundment Structures. Underground water storage tanks are not included.

Development Development means any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials This includes, but is not limited to:

1. demolition, construction, reconstruction, repair, placement of a building, or any structural alteration to a building;
2. substantial improvement of an existing building;
3. installation of a manufactured home on a site, preparing a site for a manufactured home, or installing a travel trailer on a site for more than one hundred eighty (180) days per year;
4. installation of utilities, construction of roads, bridges, culverts or similar projects;
5. redevelopment of a site, clearing of land as an adjunct of construction
6. construction or erection of levees, dams, walls, or fences;

7. drilling, mining, filling, dredging, grading, excavating, paving, or other alterations of the ground surface;
8. storage of materials including the placement of gas and liquid storage tanks, and channel modifications or any other activity that might change the direction, height, or velocity of flood or surface waters.

Elevation Certificate A form published by FEMA that is used to certify the elevation to which a Building has been constructed.

Existing Manufactured Home Park or Subdivision A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed or buildings to be constructed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

Expansion to an Existing Manufactured Home Park or Subdivision The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

FEMA Federal Emergency Management Agency and its regulations at 44 CFR 59-79, as amended.

Flood A general and temporary condition of partial or complete inundation of normally dry land areas from overflow of inland or tidal waters, or from the unusual and rapid accumulation or runoff of surface waters from any source. Flood also includes the collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in a general and temporary condition of partial or complete inundation of normally dry land areas from the overflow of inland or tidal waters.

Flood Fringe That portion of the floodplain outside of the regulatory floodway.

Flood Insurance Rate Map A map prepared by the FEMA that depicts the floodplain or special flood hazard area (SFHA) within a community. This map includes insurance rate zones and may or may not depict floodways and show BFEs. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

Flood Insurance Study- An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations.

Floodplain and Special Flood Hazard Area (SFHA) These two terms are synonymous. SFHA is the land in the flood plain within a community subject to a 1 percent or greater chance of flooding in any given year. Those lands within the

jurisdiction of the community and the extraterritorial jurisdiction of the community, or that may be annexed into the community, that are subject to inundation by the base flood. The floodplains of the community are identified as such on panel number(s) of the countywide FIRM prepared by the FEMA. The area may be designated as Zone A on the FHBM. After detailed ratemaking has been completed in preparation for publication of the flood insurance rate map, Zone A usually is refined into Zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, VO, or V1-30, VE, or V. SFHA may also refer to areas identified by the community that are flood prone and designated from other federal state or local sources of data including but not limited to historical flood information reflecting high water marks, previous flood inundation areas, and flood prone soils associated with a watercourse.

Floodproofing Any combination of structural or nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate, property and their contents.

Floodproofing Certificate A form published by the FEMA that is used to certify that a building has been designed and constructed to be structurally dry flood proofed to the flood protection elevation.

Flood Protection Elevation (FPE) The elevation of the base flood plus one of freeboard at any given location in the floodplain. In an AO Zone the FPE is the depth of the zone shown on the FIRM plus one foot (or a higher standard of two or three feet). In Zone AO areas with no elevations specified on the FIRM, the structure shall have the lowest floor, including basement, elevated at least **two** foot above the highest adjacent natural grade.

Floodway Floodway means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. The floodway for the floodplains shall be as delineated on the FIRM prepared by FEMA. The floodways for each of the remaining floodplains shall be according to the best data available from the Federal, State, or other sources. In no case shall the designated height be more than 0.1 foot at any point within the community.

Freeboard An increment of elevation added to the BFE to provide a factor of safety for uncertainties in calculations, future watershed development, unknown localized conditions, wave actions and unpredictable effects such as those caused by ice or debris jams.

Historic Structure Any structure that is:

1. Listed individually in the National Register of Historic Places or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register.
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district.

3. Individually listed on the state inventory of historic places by the Illinois Historic Preservation Agency.
4. Individually listed on a local inventory of historic places that has been certified by the Illinois Historic Preservation Agency.

IDNR/OWR Illinois Department of Natural Resources/Office of Water Resources.

IDNR /OWR Jurisdictional Stream IDNR/OWR has jurisdiction over any stream serving a tributary area of 640 acres or more in an urban area, or in the floodway of any stream serving a tributary area of 6,400 acres or more in a rural area. Construction on these streams requires a permit from the IDNR/OWR. (Il Admin. Code 17 Part 3700). The IDNR/OWR may grant approval for specific types of activities by issuance of a statewide permit which meets the standards defined in Section 155.06 of this chapter.

Letter of Map Amendment (LOMA) Official determination by FEMA that a specific building, defined area of land, or a parcel of land, where there has not been any alteration of the topography since the date of the first NFIP map showing the property within the floodplain, was inadvertently included within the floodplain and that the building, defined area of land, or a parcel of land is removed from the floodplain.

Letter of Map Revision (LOMR) Letter that revises BFEs, floodplains or floodways as shown on an effective FIRM.

Lowest Floor The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or storage in an area other than a basement area is not considered a building's lowest floor. Provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of Section 155.06 of this chapter.

Manufactured Home A building, transportable in one or more sections that is built on a permanent chassis and is designed to be used with or without a permanent foundation when connected to required utilities.

Manufactured Home Park or Subdivision A parcel (or contiguous parcels) of land divided into two or more lots for rent or sale.

New Construction Structures for which the start of construction commenced or after the effective date of floodplain management regulations adopted by a community and includes any subsequent improvements of such structures.

New Manufactured Home Park or Subdivision A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed or buildings to be constructed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of the floodplain management regulations adopted by a community.

NFIP National Flood Insurance Program.

NAVD 88 North American Vertical Datum of 1988. NAVD 88 supersedes the National Geodetic Vertical Datum of 1929 (NGVD).

Recreational Vehicle or Travel Trailer A vehicle which is:

1. built on a single chassis;
2. four hundred (400) square feet or less in size, when measured at the largest horizontal projection;
3. designed to be self-propelled or permanently towable by a light duty truck; and
4. designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use.

Repetitive Loss- Flood related damages sustained by a structure on two separate occasions during a ten year period for which the cost of repairs at the time of each such flood event on the average equals or exceeds twenty-five percent (25%) of the market value of the structure before the damage occurred.

Special Flood Hazard Area (SFHA) See definition of floodplain.

Start of Construction Includes substantial improvement and means the date the building permit was issued. This, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement or other improvement, was within one hundred eighty (180) days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns or any work beyond the stage of excavation or placement of a manufactured home on a foundation. For a substantial improvement, actual start of construction means the first alteration of any wall, ceiling, floor or other structural part of a building whether or not that alteration affects the external dimensions of the building.

Structure (see “Building”) The results of a man-made change to the land constructed on or below the ground, including a building, as defined in Section 155.02, any addition to a building; installing utilities, construction of roads or similar projects; construction or erection of levees, walls, fences, bridges or culverts.

Substantial Damage Damage of any origin sustained by a structure whereby the **cumulative** percentage of damage **during a ten (10) year period** equals or exceeds fifty percent (50%) of the market value of the structure before the damage occurred regardless of actual repair work performed. Volunteer labor and materials must be included in this determination. The term includes “Repetitive Loss Buildings” (see definition).

Substantial Improvement Any reconstruction, rehabilitation, repair, addition or improvement of a structure taking place **during a ten (10) year period** in which the **cumulative** percentage of improvements equals or exceeds fifty percent (50%) of the

market value of the structure before the improvement or repair is started, **or increases the floor area by more than twenty percent (20%)**.

The term does not include:

1. Any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions, or
2. Any alteration of a structure listed on the National Register of Historic Places or the Illinois Register of Historic Places.

Variance A grant of relief by a community from the terms of a flood plain management regulation.

Violation The failure of a structure or other development to be fully compliant with this chapter.

155.03 Base Flood Elevation.

This chapter's protection standard is the base flood. The best available base flood data are listed below. Whenever a party disagrees with the best available data, the party shall finance the detailed engineering study needed to replace the existing data with better data and submit it to the FEMA and IDNR/OWR for approval prior to any development of the site.

- A. The BFE for the floodplains shall be as delineated on the base flood profiles in the countywide Flood Insurance Study (FIS) of **Adams County, Illinois** prepared by the FEMA and dated July 5, 2018, Flood Insurance Rate Map (FIRM), panel number **17001C308D, 17001C0309D, 17001C0310D, 17001C0316E, 17001C0317D, 17001C0318E, 17001C0319E, 17001C0328D, 17001C0330D, 17001C0335D, 17001C0336D, 17001C0340D, and 17001C0345D, dated July 5, 2018.**
- B. The BFE for each floodplain delineated as an "AH Zone" or "AO Zone" shall be that elevation (or depth) delineated on the FIRM.
- C. The BFE for each of the remaining floodplains delineated as an "A Zone" on the FIRM shall be according to the best data available from federal, state, or other sources. Should no other data exist, an engineering study must be financed by the applicant to determine BFEs.
- D. Establishing a BFE is required in a Zone A for all new subdivision proposals and other proposed developments (including proposals for manufactured home parks and subdivisions) greater than **25 lots or 2.5 acres**, whichever is the lesser.
- E. The BFE for the floodplains of those parts of unincorporated County that are within the extraterritorial jurisdiction, or that may be annexed, shall be as delineated on the base flood profiles in the FIS and FIRM prepared by the FEMA.

155.04 Duties and Responsibilities of the Floodplain Administrator

The **Director of Engineering** is hereby appointed to administer and implement these regulations and is referred to herein as the Floodplain Administrator. The Floodplain Administrator shall be responsible for the general administration of this chapter and ensure that all development activities within the floodplains meet the requirements of this chapter. The Floodplain Administrator shall:

- A. Review all development permits to assure that the requirements of this chapter have been fully met.
- B. Review all permit applications to determine whether proposed building sites will be reasonably safe from flooding. If a proposed building site is in a flood-prone area, all new construction and substantial improvements shall:
 - (1) be designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy,
 - (2) be constructed with materials resistant to flood damage,
 - (3) be constructed by methods and practices that minimize flood damages, and
 - (4) be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are located so as to prevent water from entering.
- C. Check all new development sites to determine if they are in the floodplain using the criteria listed in Section 155.03, Base Flood Elevation or for critical facilities, using the 0.2% annual chance flood elevation, if defined.
- D. Process development permits and any permit extensions in accordance with Section 155.05 and ensure all development activities happen in a timely manner.
- E. Ensure that the building protection requirements for all buildings subject to Section 155.06 are met and maintain a record of the “as-built” elevation of the lowest floor (including basement), elevation certificate, or floodproofing certificate.
- F. Review Elevation Certificates for accuracy and require incomplete or deficient certificates to be corrected.
- G. Assure that all subdivisions and annexations meet the requirements of Section 155.07 and notify FEMA in writing whenever the corporate boundaries have been modified by annexation.
- H. Ensure that water supply and waste disposal systems meet the Public Health standards of Section 155.08.
- I. If a variance is requested, ensure that the requirements of Section 155.10 are met and maintain documentation of any variances granted.
- J. Inspect all development projects and take any and all penalty actions outlined in Section 155.12 as a necessary to ensure compliance with this chapter.

- K. The Floodplain Administrator shall review all floodplain development permit applications to assure that all necessary permits have been received from those federal, state or local governmental agencies from which prior approval is required. This includes, but is not limited to, permits pertaining to:
1. Permits issued by the U.S. Army Corps of Engineers under Section 155.10 of the Rivers and Harbors Act and Section 404 of the Clean Water Act, and the Illinois Environmental Protection Agency under Section 401 of the Clean Water Act, or permits from other Federal agencies.
 2. Permits issued for the work in an IDNR/OWR Jurisdictional Streams by IDNR/OWR (or written documentation is provided that an IDNR/OWR permit is not required). This would include any required permits from other state agencies.
 3. Within six (6) months, notify FEMA of physical changes in the Base Flood Elevation (increases or decreases) by submitting technical or scientific data through the Letter of Map Change (LOMC) process, so that insurance rates and floodplain management requirements will be based on current data.
- L. Notify IDNR/OWR and any neighboring communities prior to any alteration or relocation of a watercourse.
- M. Provide information and assistance to citizens upon request about permit procedures and floodplain construction techniques.
- N. Cooperate with state and federal floodplain management agencies to coordinate base flood data and to improve the administration of this chapter.
- O. Maintain for public inspection base flood data, floodplain maps, copies of state and federal permits, and any other documentation of compliance for development activities subject to this chapter.
- P. Notify FEMA and IDNR/OWR of any proposed amendments to this chapter.
- Q. Perform site inspections to ensure compliance with this chapter and make substantial damage determinations for structures within the floodplain.
- R. Schedule an annual inspection of the floodplain and document the results of the inspection.
- S. Establish, procedures for administering and documenting determinations, as outlined below, of substantial improvement and substantial damage:
1. Determine the market value or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building before the start of construction of the proposed work. In the case of repair, the market value of the building shall be the market value before the damage occurred and before any repairs are made.
 2. Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building. Substantial

damage determinations take into account all damage sustained to the structure regardless if the structure is repair or not.

3. Determine and document whether the proposed work constitutes substantial improvement or substantial damage.
4. Notify property owner of all determinations and responsibilities for permitting and mitigation of the structure.

155.05 Development Permit.

A. Development permits

1. No person, firm, corporation, or governmental body, not exempted by law, shall commence any development in the floodplain without first obtaining a development permit from the Floodplain Administrator.
2. No person, firm, corporation, or governmental body shall commence any development of a critical facility on land below the 0.2% annual chance flood elevation without first obtaining a Development permit from the Floodplain Administrator.
3. The Floodplain Administrator shall only issue a permit for development activities, including new construction and substantial improvements, which meet the requirements of this chapter.

B. The application for development permit shall be accompanied by:

1. A site plan or drawings, drawn to scale using NAVD 88, showing:
 - a. property lines and dimensions,
 - b. existing grade elevations,
 - c. all changes in grade resulting from excavation or filling,
 - d. description of the benchmark or source of survey elevation control
 - e. sewage disposal facilities,
 - f. water supply facilities,
 - g. floodplain limits based on elevation or depth, as applicable;
 - h. floodway limits, as applicable;
 - i. the location and dimensions of all buildings and additions to buildings;
 - j. the location and dimensions of all structures, including but not limited to fences, culverts, decks, gazebos, agricultural structures, and accessory structures;
 - k. the elevation of the lowest floor (including basement) of all proposed buildings subject to the requirements of Section 155.07 of this chapter.

2. Cost of project or improvements, including all materials and labor, as estimated by a licensed engineer or architect. A signed estimate by a contractor may also meet this requirement.
- C. Upon receipt of an application for a development permit, the Floodplain Administrator shall compare the elevation of the site to the BFE.
1. Any development located on land that is shown by survey elevation to be below the current BFE is subject to the provisions of this chapter.
 2. Any development located on land shown to be below the BFE and hydraulically connected to a flood source, but not identified as floodplain on the current FIRM, is subject to the provisions of this chapter.
 3. Any development located on land that can be shown by survey data to be higher than the current BFE and which has not been filled after the date of the site's first flood map showing the site in the floodplain, is not located in a mapped floodway, or located in a Zone A, is not in the floodplain and therefore not subject to the provisions of this chapter. A LOMR-Floodway is required before developing land inadvertently included in a mapped floodway. Unless a LOMR is obtained, all chapter provisions apply if the land is located in a Zone A.
 4. Any development located on land that is above the current BFE but will be graded to an elevation below the BFE, is subject to the provisions of this chapter.
 5. The Floodplain Administrator shall maintain documentation of the existing ground elevation at the development site and certification that this ground elevation existed prior to the date of the site's first FIRM identification.
 6. The Floodplain Administrator shall be responsible for obtaining from the applicant copies of all other federal, state, and local permits, approvals or permit-not-required letters that may be required for this type of activity. The Floodplain Administrator shall not issue a permit unless all other federal, state, and local permits have been obtained.
- D. Upon receipt of an application for a critical facility, the Floodplain Administrator shall compare the elevation of the site to the 0.2% annual chance flood elevation, if available. Refer to Section 15.08. A. 5. for critical facility site requirements.
- E. A development permit or approval shall become invalid unless the actual Start of Construction, as defined, for work authorized by such permit, is commenced within 180 days after its issuance, or if the work authorized is suspended or abandoned for a period of 180 days after the work commences. All permitted work shall be completed within **twelve (12) months** after the date of issuance of the permit or the permit shall expire. Time extensions, of not more than 180 days each, may be granted, in writing, by the Floodplain Administrator. Time extensions shall be granted only if the original permit is compliant with this chapter and the FIRM and FIS in effect at the time the extension is granted.

- F. Certification and As-Built Documentation. The applicant is required to submit certification by a licensed professional engineer or registered land surveyor that the finished fill and building elevations were accomplished in compliance with Section 155.06 of this chapter. Floodproofing measures must be certified by a registered professional engineer or registered architect as being compliant with applicable floodproofing standards. FEMA Elevation Certificate and Floodproofing Certificate forms **are** required as documentation of compliance.

An as-built grading plan, prepared by a registered professional engineer **is** required to certify that any development in floodplain, such as grading or the construction of bridges or culverts, are in substantial conformance with the development permit.

No building, land or structure may be occupied or used in any manner until a letter or certificate has been issued by the Floodplain Administrator stating that the use of the building or land conforms to the requirements of this chapter.

The Floodplain Administrator must maintain records in perpetuity documenting compliance with this chapter, including the elevation to which structures and alterations to structures are constructed or floodproofed.

155.06 Protecting Buildings.

- A. All buildings located in the floodplain shall be protected from flood damage below the FPE. This building protection requirement applies to the following situations:
1. Construction or placement of a new building or alteration or addition to an existing building.
 2. Value of improvements equals or exceeds the market value by fifty percent 50% **or structural alterations made to an existing building that increase the floor area by more than twenty percent (20%). Improvements shall be figured cumulatively during a 10- year period.** If substantially improved, the existing structure and the addition must meet the flood protection standards of this section.
 3. Repairs made to a substantially damaged building. **These repairs shall be figured cumulatively during a 10-year period.** If substantially damaged, the entire structure must meet the flood protection standards of this section within 24 months of the date the damage occurred.
 4. Installing a manufactured home on a new site or a new manufactured home on an existing site.
 5. Installing a travel trailer or recreational vehicle on a site for more than one hundred eighty (180) days per year.
 6. Repetitive loss to an existing building as defined in Section 155.02.
 7. **Construction or placement of a new building or alteration or addition to an existing building with the low floor below BFE following a LOMR-F in accordance with the conditions outlined in Section 155.09 E. The structure**

must meet FEMA Technical Bulletin (TB) 10 Reasonably Safe from Flooding Requirement for Building on Filled Land.

B. Residential or non-residential buildings can meet the building protection requirements by one of the following methods:

1. The building may be constructed on permanent land fill with the lowest floor including basement at or above the FPE in accordance with the following conditions.:
 - a. The lowest floor (including basement) shall be at or above the FPE.
 - b. The fill shall be placed in layers no greater than six inches before compaction and should extend at least twenty (20) feet beyond the foundation before sloping below the FPE in lieu of a geotechnical report.
 - c. The fill shall be protected against erosion and scour during flooding by vegetative cover, riprap, or other structural measure.
 - d. The fill shall be composed of rock or soil and not incorporated debris or refuse material.
 - e. The fill shall not adversely affect the flow of surface drainage from or onto neighboring properties and when necessary, stormwater management techniques, such as swales or basins, shall be incorporated.
2. The building may be elevated in accordance with the following:
 - a. The building or improvements shall be elevated on stilts, piles, solid walls, crawlspace, or other foundation that is permanently open to flood waters.
 - b. All components located below the FPE shall be constructed of materials resistant to flood damage.
 - c. The lowest floor and all electrical, heating, ventilating, plumbing, and air conditioning equipment shall be located at or above the FPE.
 - d. If walls are used, all enclosed areas below the FPE shall provide for equalization of hydrostatic pressures by allowing the automatic entry and exit of floodwaters. At least two (2) walls must have a minimum of one (1) permanent opening that is below the BFE and no more than one (1) foot above finished grade. The openings shall provide a total net area of not less than one (1) square inch for every one (1) square foot of enclosed area subject to flooding below the BFE, or the design must be certified by a Registered P.E. as providing the equivalent performance in accordance with accepted standards of practice. Refer to FEMA Technical Bulletin 1, Openings in Foundation Walls and Walls of Enclosures, for additional guidance.
 - e. The foundation and supporting members shall be anchored, designed, and certified so as to minimize exposure to hydrodynamic forces such as current, waves, ice, and floating debris.

- i. Water and sewer pipes, electrical and telephone lines, submersible pumps, and other service facilities may be located below the FPE provided they are waterproofed.
 - ii. The area below the FPE shall be used solely for parking or building access and not later modified or occupied as habitable space.
 - iii. In lieu of the above criteria, the design methods to comply with these requirements may be certified by a licensed professional engineer or architect.
- 3. The building may be constructed with a crawlspace located below the FPE provided that the following conditions and requirements of FEMA TB 11, Crawlspace Construction for Buildings Located in Special Flood Hazard Areas, which ever are more restrictive, are met:
 - a. The building must be designed and adequately anchored to resist flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.
 - b. All enclosed areas below the FPE shall provide for equalization of hydrostatic pressures by allowing the automatic entry and exit of floodwaters. A minimum of one (1) permanent opening shall be provided on at least two walls that is below the BFE and no more than one (1) foot above finished grade. The openings shall provide a total net area of not less than one (1) square inch for every one (1) square foot of enclosed area subject to flooding below the BFE, or the design must be certified by a Registered P.E. as providing the equivalent performance in accordance with accepted standards of practice. Refer to FEMA TB 1, Openings in Foundation Walls and Walls of Enclosures, for additional guidance.
 - c. The interior height of the crawlspace measured from the interior grade of the crawl to the top of the foundations wall must not exceed four (4) feet at any point.
 - d. An adequate drainage system must be installed to remove floodwaters from the interior area of the crawlspace within a reasonable period of time after a flood event.
 - e. The velocity of floodwaters at the site should not exceed 5 feet per second for any crawlspace. For velocities in excess of 5 feet per second, other foundation types should be used.
 - f. Portions of the building below the FPE must be constructed with materials resistant to flood damage, and
 - g. Utility systems within the crawlspace must be elevated above the FPE.
- C. Non-residential buildings may be structurally dry floodproofed (in lieu of elevation) provided a licensed professional engineer or architect certifies that:

1. Below the FPE the structure and attendant utility facilities are watertight and capable of resisting the effects of the base flood.
2. The building design accounts for flood velocities, duration, rate of rise, hydrostatic and hydrodynamic forces, the effects of buoyancy, and the impact from debris and ice.
3. Floodproofing measures will be incorporated into the building design and operable without human intervention and without an outside source of electricity.
4. Levees, berms, floodwalls, and similar works are not considered floodproofing for the purpose of this subsection.

D. Manufactured homes or travel trailers to be permanently installed on site shall be:

1. Elevated to or above the FPE in accordance with Section 155.06 B, and
2. Anchored to resist flotation, collapse, or lateral movement by being tied down in accordance with the rules and regulations for the Illinois Mobile Home Tie-Down Act issued pursuant to 77 Ill. Adm. Code § 870.

E. Travel trailers and recreational vehicles on site for more than one hundred eighty (180) days per year shall meet the elevation requirements of Section 155.06 D unless the following conditions are met:

1. The vehicle must be either self-propelled or towable by a light duty truck.
2. The hitch must remain on the vehicle at all times.
3. The vehicle must not be attached to external structures such as decks and porches
4. The vehicle must be designed solely for recreation, camping, travel, or seasonal use rather than as a permanent dwelling.
5. The vehicles having a total area not exceeding four hundred (400) square feet measured when measured at the largest horizontal projection.
6. The vehicle's wheels must remain on axles and inflated.
7. Air conditioning units must be attached to the frame so as to be safe for movement of the floodplain.
8. Propane tanks as well as electrical and sewage connections must be quick-disconnect.
9. The vehicle must be licensed and titled as a recreational vehicle or park model, and must either:
 - a. entirely be supported by jacks, or
 - b. have a hitch jack permanently mounted, have the tires touching the ground and be supported by block in a manner that will allow the block to be easily removed by used of the hitch jack.

F. Detached accessory structures may be permitted provided the following conditions are met:

1. The structure must be non-habitable.
2. The structure must be used only for the parking and storage and cannot be modified later into another use.
3. The structure must be located outside of the floodway or must meet all requirements of this chapter.
4. The exterior and interior building components and elements (i.e., foundation, wall framing, exterior and interior finishes, flooring, etc.) below the BFE, must be built with flood-resistant materials in accordance Section 155.06.
5. All utilities, mechanical, and electrical must be elevated above the FPE.
6. The structure must have at least one permanent opening on at least two walls not more than one (1) foot above grade with one (1) square inch of opening for every one (1) square foot of floor area. They shall meet the opening requirements of Section 155.06(B)(2)(d);
7. The structure must be no more than one story in height and no more than six hundred (600) square feet in size.
8. The structure shall be anchored to resist floatation, collapse, lateral movement. and overturning.
9. All flammable or toxic materials (gasoline, paint, insecticides, fertilizers, etc.) shall be stored above the FPE.
10. The lowest floor elevation should be documented, and the owner advised of the flood insurance implications.

155.07 Subdivision Requirements

The **City Council** shall take into account hazards, to the extent that they are known, in all official actions related to land management use and development.

- A. New subdivisions, manufactured home parks, annexation agreements, planned unit developments, and additions to manufactured home parks and subdivisions shall meet the damage prevention and building protections standards of Section 155.06 of this chapter. Assure that subdivision proposals and other development will be reasonably safe from flooding and minimize flood damage.
- B. Streets, blocks lots, parks and other public grounds shall be located and laid out in such a manner as to preserve and utilize natural streams and channels. Wherever possible the floodplains should be included within parks, open space parcels, or other public grounds.
- C. Any proposal for such development shall include the following data:

1. The BFE and the boundary of the floodplain, where the BFE is not available from an existing study, the applicant shall be responsible for calculating the BFE.
2. The boundary of the floodway, when applicable.
3. A signed statement by a Licensed Professional Engineer that the proposed plat or plan accounts for changes in the drainage of surface waters in accordance with the Plat Act (765 ILCS 205/2).

155.08 Public Health and Other Standards

A. Public health standards must be met for all floodplain development. In addition to the requirements of Section 155.06 of this chapter, the following standards apply:

1. No development in the floodplain shall include locating or storing chemicals, explosives, buoyant materials, flammable liquids, pollutants, or other hazardous or toxic materials below the FPE unless such materials are stored in a floodproofed and anchored storage tank and certified by a professional engineer or floodproofed building constructed according to the requirements of Section 155.06 of this chapter.
2. Public utilities and facilities such as sewer, gas and electric shall be located and constructed to minimize or eliminate flood damage.
3. Public sanitary sewer systems and water supply systems shall be located and constructed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.
4. New and replacement on-site sanitary sewer lines or waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding. Manholes or other above ground openings located below the FPE shall be watertight.
5. Critical facilities, which are buildings, constructed or substantially improved within the floodplain or the 0.2 percent annual chance flood elevation when defined, shall have the lowest floor (including basement) elevated or structurally dry floodproofed to the 0.2 percent annual chance flood elevation or three feet above the BFE, whichever is greater. Adequate parking shall be provided for staffing of the critical facilities at or above the BFE or 0.2 percent chance flood, when defined. Access routes to all critical facilities should be reviewed and considered when permitting. Access routes should be elevated to or above the level of the BFE .

Floodproofing and sealing measures may also be used to provide protection, as described in Section 155.06, and must be taken to ensure that toxic substances will not be displaced by or released into floodwaters.

Critical Facilities include emergency services facilities (such as fire and police stations), schools, hospitals, retirement homes, senior care facilities, **sewage treatment plants, and water treatment plants**. All other activities defined as

development shall be designed so as not to alter flood flows or increase potential flood damages.

- B. Dams are classified as to their size and their hazard/damage potential in the event of failure. Permits for dams may be required from IDNR/OWR. Contact IDNR/OWR to determine if a permit is required. If a permit is required, a permit application must be made to IDNR/OWR prior to the construction or major modification of jurisdictional dams. All construction activity for a dam must also meet the development requirements of this chapter.
- C. In floodway areas, development shall cause no increase in flood levels during the occurrence of the base flood discharge. Prior to issuance of a floodplain development permit, the applicant must submit a hydrologic and hydraulic analysis, conducted by a registered professional engineer, demonstrating that the proposed development would not result in any increase in the base flood elevation.
- D. Notwithstanding any other provisions of this chapter, a community may permit development within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community meets subsection (F) and fulfills any requirements for such revisions.
- E. Letters of Map Revision. The Floodplain Administrator shall require a CLOMR prior to issuance of a development permit for:
 - 1. Proposed floodway encroachments that will cause an increase in the BFE; and
 - 2. Proposed development which will increase the BFE by more than 0.1 feet in riverine area where FEMA has provided a BFE but no floodway.

Once a CLOMR has been issued by FEMA, the development permit may be issued for site grading and structures necessary in the area of the map change to achieve the final LOMR. Upon completion, the applicant shall submit as-built certifications, as required by FEMA, to achieve a final LOMR prior to the release of final development permits.

- F. When construction of a building following a FEMA issued LOMR Based on Fill (LOMR-F) is requested, the condition where a site in the floodplain is removed due to the use of fill to elevate the site above the BFE, the applicant may apply for a permit from to construct the lowest floor of a building below the BFE in the floodplain.

The Floodplain Administrator shall not issue such a permit unless the applicant has demonstrated that the building will be reasonable safe from flooding. The Floodplain Administrator shall require a professional certification from a qualified design professional that indicates the land or buildings are reasonably safe from flooding, according to the criteria established in FEMA TB 10. Professional certification may come from a professional engineer, professional geologist, professional soil scientist, or other design professional qualified to make such evaluations.

The Floodplain Administrator shall maintain records, available upon request by FEMA, all supporting analysis and documentation used to make that determination, including but not limited to, all correspondence, professional certification, existing and proposed grading, sump pump sizing, foundation plans, Elevation Certificates, soil testing and compaction data.)

155.09 Carrying Capacity and Notification.

For all projects involving channel modification, fill, or stream maintenance (including levees), the flood carrying capacity of the watercourse shall be maintained. In addition, adjacent communities, Illinois Department of Natural Resources and FEMA, shall be notified thirty (30) days prior to issuance of a permit for any alteration or relocation of a watercourse.

155.10 Variances.

- A. No variances shall be granted within a floodway if any increases in the base flood elevation would result.
- B. Whenever the standards of this chapter place undue hardship on a specific development proposal, the applicant may apply to the **Building Commission** for a variance. The **Building Commission** shall review the applicant's request for a variance and shall submit its recommendation to the **City Council**. The **City Council** may attach such conditions to granting of a variance as it deems necessary to further the purposes and objectives of this chapter. The **City Council** shall base the determination on:
 - 1. Technical justifications submitted by the applicant.
 - 2. The staff report, comments, and recommendations submitted by the floodplain administrator.
 - 3. The limitations, considerations, and conditions set forth in this section.
- C. The findings of fact and conclusions of law made by the **City of Quincy** according to Section 155.10. A, the notifications required by Section 155.10 B, and a record of hearings and evidence considered as justification for the issuance of all variances from this chapter shall be maintained by the **City of Quincy** in perpetuity.
- D. No variance shall be granted unless the applicant demonstrates and the **Building Commission** finds that all of the following conditions are met:
 - 1. The development activity cannot be located outside the floodplain.
 - 2. A determination that failure to grant the variance would result in exceptional hardship by rendering the lot undevelopable.
 - 3. The variance granted is the minimum necessary, considering the flood hazard, to afford relief.

4. There will be no additional threat to public health, public safety, destruction of beneficial stream uses and functions including, aquatic habitat, causation of fraud on or victimization of the public, conflict with existing local laws or ordinances, or creation of a nuisance.
 5. There will be no additional public expense for flood protection, rescue or relief operations, policing, lost environmental stream uses and functions, repairs to streambeds and banks, or repairs to roads, utilities, or other public facilities.
 6. The circumstances of the property are unique and do not establish a pattern inconsistent with the intent of the NFIP.
 7. Good and sufficient cause has been shown that the unique characteristics of the size, configuration, or topography of the site renders the requirements of this chapter inappropriate.
 8. All other state and federal permits have been obtained.
- E. The **Building Commission** shall notify an applicant in writing that a variance from the requirements of the building protections standards of Section 155.07 that would lessen the degree of protection to a building will:
1. Result in increased premium rates for flood insurance up to twenty-five dollars (\$25) per one hundred dollars (\$100) of insurance coverage.
 2. Increase the risk to life and property.
 3. Require that the applicant proceed with knowledge of these risks and that the applicant acknowledge in writing the assumption of the risk and liability.
- F. Considerations for Review. In reviewing applications for variances, all technical evaluations, all relevant factors, all other portions of these regulations, and the following shall be considered:
1. The danger that materials and debris may be swept onto other lands resulting in further injury or damage.
 2. The danger to life and property due to flooding or erosion damage.
 3. The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners.
 4. The importance of the services provided by the proposed development to the community.
 5. The availability of alternate locations for the proposed development that are not subject to flooding or erosion.
 6. The compatibility of the proposed development with existing and anticipated development.
 7. The relationship of the proposed development to the comprehensive plan and floodplain management program for that area.

8. The safety of access to the property in times of flood for ordinary and emergency vehicles.
 9. The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site.
 10. The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets, and bridges.
- G. Historic Structures. Variances issued for the reconstruction, repair, or alteration of a historic site or historic structure as defined in “Historic Structures”, may be granted using criteria more permissive than the requirements of Sections 155.06 and 155.07 of this chapter subject to the conditions that:
1. The repair or rehabilitation is the minimum necessary to preserve the historic character and design of the structure.
 2. The repair or rehabilitation will not preclude the structure’s continued designation as a historic structure.
- H. Agriculture Structures. Variances issued for the construction or substantial improvement of agricultural structures which do not meet the non-residential building requirements of Sections 155.06 B and 155.06 C, provided the requirements of Section 155.10 A through 155.10 G and the following are satisfied:
1. A determination that the proposed agricultural structure:
 - a. Is used exclusively in connection with the production, harvesting, storage, raising, or drying of agricultural commodities, or storage of tools or equipment used in connection with these purposes or uses, and will be restricted to such exclusive uses.
 - b. Has low damage potential (amount of physical damage, contents damage, and loss of function).
 - c. Does not increase risks and pose a danger to public health, safety, and welfare if flooded and contents are released, including but not limited to the effects of flooding on liquified natural gas terminals, and production and storage of highly volatile, toxic, or water-reactive materials.
 - d. Complies with the wet floodproofing construction requirements of Section 155.10H 2.
 2. Wet floodproofing construction requirements. Wet floodproofed structures shall:
 - a. The exterior and interior building components and elements (i.e., foundation, wall framing, exterior and interior finishes, flooring, etc.)

below the BFE, must be built with flood-resistant materials in accordance with Section 155.06 of this chapter.

- b. The building must be designed and adequately anchored to resist flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.
- c. All enclosed areas below the FPE shall provide for equalization of hydrostatic pressures by allowing the automatic entry and exit of floodwaters. A minimum of one (1) permanent opening shall be provided on at least two walls that is below the BFE and no more than one (1) foot above finished grade. The openings shall provide a total net area of not less than one (1) square inch for every one (1) square foot of enclosed area subject to flooding below the BFE, or the design must be certified by a Registered P.E. as providing the equivalent performance in accordance with accepted standards of practice. Refer to FEMA TB 1, Openings in Foundation Walls and Walls of Enclosures, for additional guidance.
- d. Any mechanical, electrical, or other utility equipment must be located above the BFE or floodproofed so that they are contained within a watertight, floodproofed enclosure that is capable of resisting damage during flood conditions in accordance with Section 155.06 of this chapter.
- e. If located in a floodway, must be issued a state floodway permit or have a letter of determination that a permit is not required.
- f. The building may not be used for manure storage or livestock confinement operations.

155.11 Disclaimer of Liability.

The degree of protection required by this chapter is considered reasonable for regulatory purposes and is based on available information derived from engineering and scientific methods of study. Larger floods may occur or flood heights may be increased by man-made or natural causes. This chapter does not imply that development either inside or outside of the floodplain will be free from flooding or damage. This chapter does not create liability on the part of the **City of Quincy** or any officer or employee thereof for any flood damage that results from proper reliance on this chapter or any administrative decision made lawfully thereunder.

155.12 Penalty.

Failure to obtain a permit for development in the floodplain or failure to comply with the conditions of a permit or a variance shall be deemed to be a violation of this chapter. Upon due investigation, the **Director of Engineering** may determine that a violation of the minimum standards of this chapter exists. The **Director of Engineering** shall notify the owner in writing of such violation.

- A. If such owner fails after ten (10) days from the date the written notice is issued, to correct the violation:

1. The **City of Quincy** shall make application to the circuit court for an injunction requiring conformance with this chapter or make such other order as the court deems necessary to secure compliance with the chapter.
 2. Any person who violates this chapter shall upon conviction thereof be fined not less than fifty dollars (\$50) or more than seven hundred fifty (\$750) for each offense.
 3. A separate offense shall be deemed committed upon each day during or on which a violation occurs or continues, and
 4. The **City of Quincy** shall record a notice of violation on the title of the property.
- B. The **Director of Engineering** shall inform the owner that any such violation is considered a willful act to increase flood damages and therefore may cause coverage by a Standard Flood Insurance Policy to be suspended.

The **Director of Engineering** is authorized to issue an order requiring the suspension of the subject development. The stop-work order shall be in writing, indicate the reason for the issuance, and shall order the action, if necessary, to resolve the circumstances requiring the stop-work order. The stop-work order constitutes a suspension of the permit.

No site development permit shall be permanently suspended or revoked until a hearing is held by the **Building Commission**. Written notice of such hearing shall be served on the permittee and shall state the grounds for the complaint, reasons for suspension or revocation, and the time and place of the hearing.

At such hearing the permittee shall be given an opportunity to present evidence on their behalf. At the conclusion of the hearing, the **Building Commission** shall determine whether the permit shall be suspended or revoked.

- C. Nothing herein shall prevent the **City of Quincy** from taking such other lawful action to prevent or remedy any violations. All costs connected therewith shall accrue to the person or persons responsible.

155.13 Abrogation and Greater Restrictions.

This chapter repeals and replaces other ordinances adopted by the **City Council** to fulfill the requirements of the NFIP. However, this chapter does not repeal the original resolution or ordinance adopted to achieve eligibility in the program. Nor does this chapter repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. Where this chapter and other ordinance easements, covenants or deed restrictions conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

155.14 Severability.

The provisions and sections of this chapter shall be deemed separable and the invalidity of any portion of this chapter shall not affect the validity of the remainder.

155.15 Effective Date.

This ordinance shall be in full force and effect from and after its passage, approval, and publication as required by law.

Passed by the City Council of **Quincy**, Illinois, this **(Insert date)** day of **(Insert month)**, 2026, the vote being taken by ayes and noes and entered upon the legislative records as follows:

AYES:

NOES:

APPROVED:

	_____ Name Mayor City of Quincy Adams County, Illinois
[Redacted Signature]	

ATTEST

Name
City Clerk
City of Quincy
Adams County, Illinois



CITY OF QUINCY

Department of Utilities & Engineering

Steven E. Bange, P.E.
Director of Engineering
City Hall – 730 Maine Street
Quincy, Illinois 62301-4048
sbange@quincyl.gov
(217)228-7731

MEMORANDUM

To: Central Services Committee

Date: July 14, 2026

RE: July 20, 2026, CS Meeting

Renewal of RoadAI software from Vaisala for 1 year at \$17,587.00

The Engineering Department has been using the RoadAI software over the past year to acquire pavement condition and traffic sign data. It has been very valuable in providing an unbiased assessment of the City's streets. City staff records the video, which is then automatically uploaded and analyzed by RoadAI within 24 hours.

Overall, RoadAI has been valuable in determining street conditions and identifying maintenance priorities. I believe continuing with the service is justified in order to maintain updated data. The software has also been improving its capabilities, now automatically identifying sign conditions as well.

We are requesting to renew the software subscription for an additional year. Last year's contract was \$17,510. The quote is attached.

We have the funding available from *001-3712-404.31-04 Prof Svcs-Eng/Architect.*



ROADAI

Quote Ref.
Date Thursday, June 4, 2026
Valid until Monday, August 3, 2026
Prepared by Jennifer Holmquist

Client Organisation Name Quincy, IL
Customer Primary Contact Name Steve Bange
Primary Contact Email sbange.quincyll@gmail.com
Primary Contact Phone

Vaisala Sales Person Jennifer Holmquist
End User Organisation/Region

Shipping Address
Shipping Contact Name
Shipping Street Address
City
Region/County/State
Post/Zip Code
Country
Shipping Email
Shipping Contact Phone

Billing Address
Billing Contact Name
Billing Street Address
City
Region/County/State
Post/Zip Code
Country
Billing Email
Billing Contact Phone

CONTRACT DETAILS AND SERVICES

Contract Start Date Friday, October 16, 2026
Contract Duration (months) 12
Contract End Date Saturday, October 16, 2027
Currency/Units USD/Mile

Set Up Costs			-
Samsung A56	284347	0	-
Phone accessory kit	CVMDCACCC	0	-
Customer training online	ROADAI-SERVICE-TRAINING-ONLINE	0	-
Customer training On Site	ROADAI-SERVICE-TRAINING-UK-I	0	-

Service License Costs			11,150.00
RoadAI Base Licence, Roads	ROADAI-BASE-LICENSE-ROAD	275	10,450.00
RoadAI Base Licence, Cycleways/Footways	ROADAI-BASE-LICENSE-FOOT-CYCLE	0	-
Recording License	ROADAI-REC-LICENSE-SMALL (200H)	1	700.00

Add ons			6,325.00
Connected Vehicle Data	ROUGHNESS-RIDE-QUALITY-IRI	0	-
Road Signs	ROADAI-FEATURE-SIGNS	275	1,650.00
Road Markings	ROADAI-FEATURE-ROAD-MARKINGS	275	1,100.00
Road Condition	ROADAI-FEATURE-PAVEMENT-COND	275	3,575.00

Data Storage			112.00
All Data	ROADAI-STORAGE-HOURS	32	112.00

SUB TOTAL	17,587.00
Tax	-
TOTAL	17,587.00

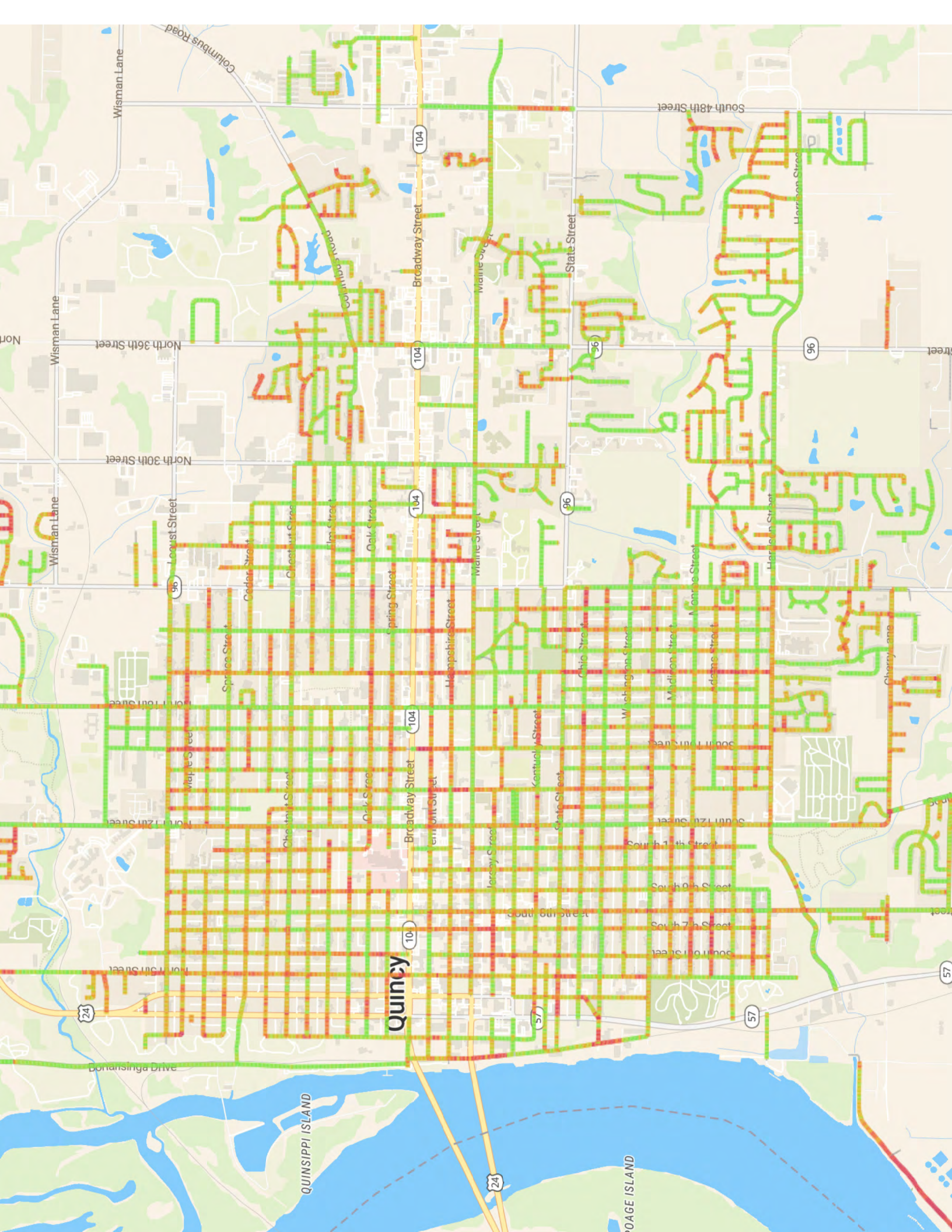
All pricing in United States Dollars, exclusive of tax which will be applicable at the prevailing rate at the time of invoicing.

Payment Terms Net 30 days from date of invoice
Billing Frequency Annual

[RoadAI Service Description](#)
[Vaisala General Conditions of Subscription Services apply](#)

Signed on behalf of Vaisala Inc
Signature
Name
Position
Date

Signed on behalf of Quincy, IL
Signature
Name
Position
Date





CITY OF QUINCY

Department of Utilities & Engineering

Steven E. Bange, P.E.
Director of Engineering
City Hall – 730 Maine Street
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sbange@quincyl.gov
(217)228-7731

MEMORANDUM

To: Central Services Committee

Date: July 14, 2026

RE: July 20, 2026, CS Meeting

Bids for 2026 – Electric Vehicle Charging Stations (EV2026A)

Bids were opened on 7/8/26 to furnish and install EV charging stations in City Parking Lots “D” and “F”.
2 bids were received:

Brown Electric – Quincy	\$52,070.05
--------------------------------	--------------------

Utilities One – Voorhees Township, NJ	\$100,720.18
---------------------------------------	--------------

There was no engineer’s estimate. The City does have a \$75,000 grant from Ameren for electrification projects.

The 2 locations were chosen based on the capacity of the existing electrical services for the lights at both parking lots. Other parking lots would have required upgrades and increased the cost.

Following the installation, the City will need to enter into an agreement with ChargePoint for the operation of the chargers.



CITY OF QUINCY

Tabulation of Bids

Project #:	EV2026A	Date:	07/08/26	Name of Bidder:	Brown Electric Construction Co.		Utilities One
Description:	2026 - ELECTRIC VEHICLE CHARGING STATIONS	Time:	11:00 AM	Address of Bidder:	1309 Watts Lane Quincy, IL 62305		300 W Somerdale Rd. Suite 5E Voorhees Township, NJ 08043
Bid Estimate:	n/a			Engineer's Estimate			
Item No.	Items	Units	Quantity	Unit Price	Total	Unit Price	Total
1	DUAL PORT CHARGING STATION	EACH	2	\$ -	\$ 25,581.48	\$ 2,324.31	\$ 4,648.62
2	CONCRETE FOUNDATION, TYPE A	FT	6.0	\$ -	\$ 4,823.22	\$ 1,624.77	\$ 9,748.62
3	ELECTRICAL WORK - LOT D	LSUM	1	\$ -	\$ 4,971.60	\$ 37,548.62	\$ 37,548.62
4	ELECTRICAL WORK - LOT F	LSUM	1	\$ -	\$ 2,366.25	\$ 37,547.62	\$ 37,547.62
5	TELESCOPING STEEL SIGN SUPPORT	FT	10.0	\$ -	\$ 159.50	\$ 580.43	\$ 5,804.30
6	BASE FOR TELESCOPING STEEL SIGN SUPPORT	EACH	2	\$ -	\$ 990.00	\$ 311.15	\$ 622.30
7	PCC SIDEWALK REMOVAL AND REPLACEMENT, 4"	SQ FT	115	\$ -	\$ 10,752.50	\$ 41.74	\$ 4,800.10
Bid Total as Extended:				\$ -	\$ 52,070.05	\$	\$ 100,720.18
Base Total as Read:				\$	\$ 52,070.05	\$	\$ 100,720.10
Bid Security Included				Yes	Yes	Yes	Yes
Addenda Acknowledged				Yes	Yes	Yes	Yes

Steve Bay 7/8/26

ChargePoint® CP6000 AC Commercial Station

Specifications and Ordering Information



Dual port, pedestal mount, 18 ft cable

Public EV Charging Station – Operating Costs, Fees & Revenue Summary

Typical Ongoing Annual Costs

Item	Estimated Annual Cost
ChargePoint network/software subscription	\$600–\$1,500 per charger*
Cellular connectivity (included with network plan on most installations)	Typically included
Credit card processing fees	~2.5–3.5% of transactions
Electricity	Depends on usage (largest operating cost)
Preventative maintenance & inspections	\$200–\$500 per charger
Repairs (budget reserve)	\$200–\$500 per charger
Snow removal, striping, signage, cleaning	Varies by owner

*Actual pricing depends on the ChargePoint service plan purchased.

Fees the Community Can Charge

The station owner (the community) controls nearly all pricing. ChargePoint allows owners to establish:

- **Price per kWh** (most common)
- **Hourly charging rate**
- **Flat session fee**
- **Minimum or maximum session charge**
- **Idle (overstay) fees** after charging is complete
- **Free charging** if desired

ChargePoint processes payments on behalf of the station owner, but the owner determines the pricing structure.

New ChargePoint Service Fee

Beginning in 2026, ChargePoint also charges a small **service fee** on certain paid charging sessions:

- ChargePoint account holder: **\$0.25 per AC charging session**
- Guest using credit card: **\$0.49 per AC charging session**

These fees are charged by ChargePoint in addition to the station owner's pricing.

Typical Public Pricing

Many municipal Level 2 chargers charge approximately:

- **\$0.20–\$0.40 per kWh**
- **or \$1.00–\$2.50 per hour**
- Idle fee: **\$2–\$10/hour** after charging is complete to encourage turnover.

Pricing should generally recover:

- Electricity
- Network subscription
- Maintenance
- Payment processing
- Future equipment replacement



Southwest corner of Lot D – across from Police Station / Jail on Vermont between 6th & 7th.



Southwest corner of Lot F – across from Kroc Center on Vermont between N. 4th & N. 5th.



CITY OF QUINCY

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(217)228-7731

MEMORANDUM

To: Central Services Committee

Date: July 14, 2026

RE: July 20, 2026, CS Meeting

Contract with Hanson Engineering for IL 96 Jurisdictional Transfer Assistance

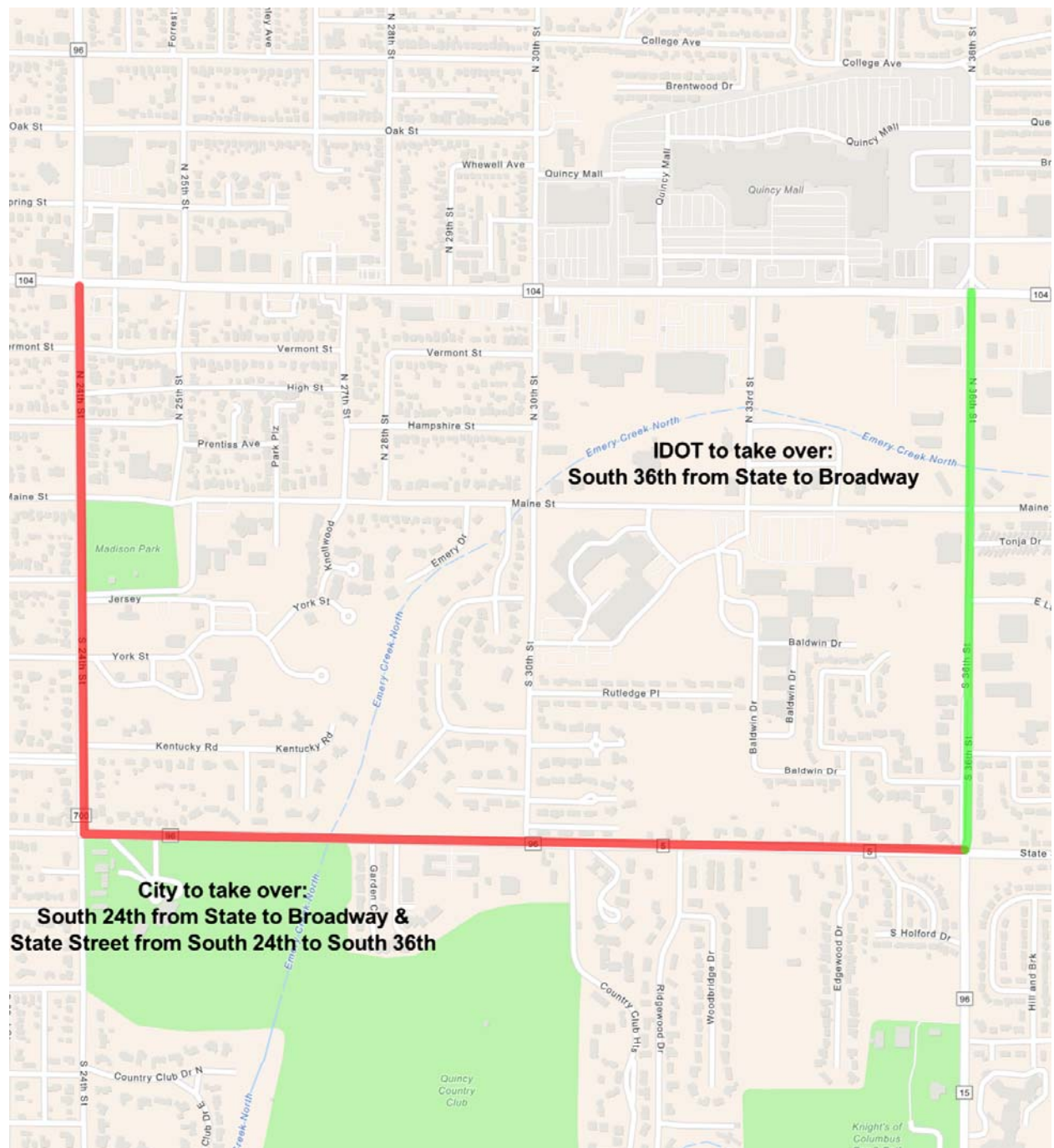
At the May 18, 2026, Central Services meeting Hanson Engineering of Springfield was selected to provide engineering services for the possible jurisdictional transfer of IL 96.

Following discussions with Hanson, the Engineering Department agreed to a scope of work and cost estimate of \$98,020.

Work includes:

- Picking up additional survey information not currently available.
- Determining the appropriate improvements needed to 24th Street from Broadway to State St. and on State Street from S. 24th to S. 36th.
- Calculating estimated quantities.
- Evaluating utility impacts.
- Estimating improvement costs.
- Assisting with meetings with IDOT.

We are requesting approval to enter into an engineering contract with Hanson and to allocate \$100,000 of Motor Fuel Tax funds to cover the cost of this initial investment into the jurisdictional transfer.





Local Public Agency

City of Quincy

County

Adams

Section Number

Prime Consultant (Firm) Name

Hanson Professional Services, Inc.

Prepared By

Jeff Myers

Date

7/1/2026

Consultant / Subconsultant Name

Hanson Professional Services, Inc.

Job Number

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

PAYROLL ESCALATION TABLE

CONTRACT TERM	6	MONTHS	OVERHEAD RATE	168.64%
START DATE	8/3/2026		COMPLEXITY FACTOR	0
RAISE DATE	1/1/2027		% OF RAISE	3.00%
END DATE	2/2/2027			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	8/3/2026	1/1/2027	5	83.33%
1	1/2/2027	2/1/2027	1	17.17%

The total escalation = 0.50%

Local Public Agency	County	Section Number
City of Quincy	Adams	
Consultant / Subconsultant Name		Job Number
Hanson Professional Services, Inc.		

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	0.50%

JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.

CLASSIFICATION	IDOT AVG PAYROLL RATES ON FILE	CALCULATED RATE
Principal	\$90.00	\$90.00
Engineer/Scientist VIII	\$86.12	\$86.55
Engineer/Scientist VII	\$82.17	\$82.58
Engineer/Scientist VI	\$71.24	\$71.60
Engineer/Scientist V	\$58.66	\$58.95
Engineer/Scientist IV	\$50.45	\$50.70
Engineer/Scientist III	\$42.30	\$42.51
Engineer/Scientist II	\$39.54	\$39.74
Engineer/Scientist I	\$36.59	\$36.77
Manager/Designer	\$57.67	\$57.96
Technician VII	\$51.27	\$51.53
Technician VI	\$46.64	\$46.87
Technician V	\$41.28	\$41.49
Technician IV	\$36.86	\$37.04
Technician III	\$28.91	\$29.05
Technician II	\$29.05	\$29.20
Technician I	\$24.89	\$25.01
Administrative VII	\$67.99	\$68.33
Administrative VI	\$46.79	\$47.02
Administrative V	\$40.72	\$40.92
Administrative IV	\$31.79	\$31.95
Administrative III	\$25.25	\$25.38
Administrative II	\$21.28	\$21.39
Administrative I	\$18.20	\$18.29

Local Public Agency

City of Quincy

County

Adams

Section Number**Consultant / Subconsultant Name**

Hanson Professional Services, Inc.

Job Number**DIRECT COSTS WORKSHEET**

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			\$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum	222	\$0.73	\$160.95
Vehicle Owned or Leased (no mileage charge allowed)	\$45.00/half day (4 hours or less) or \$90/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$160.95

Local Public Agency

City of Quincy

County

Adams

Section Number

Consultant / Subconsultant Name

Hanson Professional Services, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Data Collection and Review			Survey			Roadway			Meetings			QA/QC		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	90.00	0.0																	
Engineer/Scientist VIII	86.55	0.0																	
Engineer/Scientist VII	82.58	86.0	30.71%	25.36	8	50.00%	41.29				34	15.74%	13.00	28	100.00%	82.58	10	100.00%	82.58
Engineer/Scientist VI	71.60	64.0	22.86%	16.36	8	50.00%	35.80				56	25.93%	18.56						
Engineer/Scientist V	58.95	0.0																	
Engineer/Scientist IV	50.70	0.0																	
Engineer/Scientist III	42.51	0.0																	
Engineer/Scientist II	39.74	0.0																	
Engineer/Scientist I	36.77	0.0																	
Manager/Designer	57.96	76.0	27.14%	15.73							76	35.19%	20.39						
Technician VII	51.53	0.0																	
Technician VI	46.87	0.0																	
Technician V	41.49	0.0																	
Technician IV	37.04	50.0	17.86%	6.62							50	23.15%	8.58						
Technician III	29.05	0.0																	
Technician II	29.20	0.0																	
Technician I	25.01	0.0																	
Administrative VII	68.33	0.0																	
Administrative VI	47.02	0.0																	
Administrative V	40.92	4.0	1.43%	0.58															
Administrative IV	31.95	0.0																	
Administrative III	25.38	0.0																	
Administrative II	21.39	0.0																	
Administrative I	18.29	0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
TOTALS		280.0	100%	\$64.66	16.0	100.00%	\$77.09	0.0	0%	\$0.00	216.0	100%	\$60.53	28.0	100%	\$82.58	10.0	100%	\$82.58



Local Public Agency		County		Section Number	
City of Quincy		Adams			
Prime Consultant (Firm) Name		Prepared By		Date	
Hanson Professional Services, Inc.		Eric Barnes		6/24/2026	
Consultant / Subconsultant Name		Job Number			
Klingner & Associates, P.C.					

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

PAYROLL ESCALATION TABLE

CONTRACT TERM	6	MONTHS	OVERHEAD RATE	188.68%
START DATE	8/3/2026		COMPLEXITY FACTOR	0
RAISE DATE	7/1/2027		% OF RAISE	3.00%
END DATE	2/2/2027			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	Contract	% of
0	8/3/2026	2/2/2027	6	100.00%	

City of Quincy

Adams

--	--

Klingner & Associates, P.C.

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EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

90.00

0.00%

[illegible]

Local Public Agency

City of Quincy

County

Adams

Section Number**Consultant / Subconsultant Name**

Klingner & Associates, P.C.

Job Number**DIRECT COSTS WORKSHEET**

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			\$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum	20	\$0.73	\$14.50
Vehicle Owned or Leased (no mileage charge allowed)	\$45.00/half day (4 hours or less) or \$90/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost	1	\$200.50	\$200.50
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$215.00

IL 96 Jurisdictional transfer assistance

Description : Assist City of Quincy with JT of streets with IDOT

Location : IL 96 (State St from 24th to 36th, 24th from State St to Broadway)

City of Quincy

Submitted

Re-Submitted

MAN-HOUR ESTIMATE

1	DATA COLLECTION AND REVIEW	City's Man-hour Estimate	Consultant's Man-hour Estimate	Hanson Man-hour Estimate	Klingner Man-hour Estimate	Consultant's Man-hour Estimate	Negotiated Man-hour Estimate
		0	16	16	0	0	0
	The Consultant will be required to review the information provided by the City. Review existing plans, provided survey information, utility information, etc.		16	16			

2	SURVEYS / PHOTOGRAMMETRY	0	28	0	28	0	0
	Field Checks and Pick-up Surveys		28		28		
	A. The Consultant will be required to review the job site and complete necessary field checks and pick up surveys as needed to determine utility conflicts, roadway scope, etc.						

3	ROADWAY	0	360	216	144	0	0
	The Consultant will be required to complete a review for the Jurisdictional Transfer. Specific Engineering Items Associated With Jurisdictional Transfer Review						
	A. Determine appropriate design criteria		4	4			
	The Consultant will be required to determine the appropriate design criteria for the roadway improvements necessary for the jurisdictional transfer.						
	B. Determine appropriate roadway scope						
	The Consultant will be required to determine the appropriate scope of roadway improvements for the roadway the City will receive from IDOT.						
	1. State Street Layout in Design file & 9 Plan Sheets		132	132			
	2. 24th Street Layout in Design file & 6 Plan Sheets		112		112		
	C. Determine roadway typical section						
	The Consultant will develop a draft concept of the roadway typical section.						
	1. State Street Up to 2 sections		16	16			
	2. 24th Street 1-section		8		8		
	D. Calculate roadway quantities						
	The Consultant will be required to calculate preliminary roadway quantities.						
	1. State Street		24	24			
	2. 24th Street		16		16		
	E. Estimate land acquisition necessary for improvements						
	The consultant will be required to estimate the land acquisition necessary to complete the improvements.						
	1. State Street		8	8			
	F. Estimate utility impacts						
	The consultant will be required to estimate the utility facilities impacted to complete the improvements (preliminary assumption - no reimbursable adjustments).						
	1. State Street		2	2			
	H. Estimate roadway cost						
	The Consultant will be required to estimate the preliminary roadway cost.						
	1. State Street		16	16			
	2. 24th Street		8		8		

MAN-HOUR ESTIMATE

City's Man-hour Estimate	Consultant's Man-hour Estimate	Hanson Man-hour Estimate	Klingner Man-hour Estimate	Consultant's Man-hour Estimate	Negotiated Man-hour Estimate
--------------------------------	--------------------------------------	--------------------------------	----------------------------------	--------------------------------------	------------------------------------

	8	8			
	2	2			
	4	4			

- I. Estimate land acquisition cost
The Consultant will be required to estimate the preliminary land acquisition cost.
1. State Street
- G. Estimate utility cost
The Consultant will be required to estimate the preliminary utility adjustment cost (preliminary assumption - no reimbursable adjustments).
1. State Street
- G. Estimate future maintenance cost
The Consultant will be required to estimate the future maintenance costs

4	MEETINGS	Sub-Total	0	44	28	16	0	0
	The Consultant will be required to attend various meetings for this project.							
	A. Team meetings The Consultant team will meet virtually to discuss and coordinate the work.		8	4		4		
	B. City meetings The consultant will meet (virtually) with the City to discuss progress.		8	4		4		
	C. Jurisdictional transfer meetings The consultant will attend meetings with the City and IDOT to discuss and negotiate the jurisdictional transfer. 1. Virtual meetings 2. In person meetings (assumed to be in Quincy)		8	4		4		
			20	16		4		

0	448	260	188	0	0
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TOTAL ROADWAY MAN-HOURS W/O ADMIN. & QA/QC=

5	QUALITY ASSURANCE / QUALITY CONTROL (4%)	0	18	10	8	0	0
	The Consultant will be required to review all plans and documents prior to the submittal to assure a quality product as stated in the Consultant's QA/QC plan. This includes supervising subconsultants and review of their work.						

6	ADMINISTRATION & MANAGEMENT (4%)	0	18	10	8	0	0
	The Consultant will be required to send District monthly progress reports and invoices . This includes any additional review meetings that may necessary.						

0	484	280	203	0	0
---	-----	-----	-----	---	---

GRAND TOTAL =

For District use only!

Created by: _____ Date: _____ Checked by: _____ Date: _____



CITY OF QUINCY

Department of Utilities & Engineering

Steven E. Bange, P.E.
Director of Engineering
City Hall – 730 Maine Street
Quincy, Illinois 62301-4048
sbange@quincyl.gov
(217)228-7731

MEMORANDUM

To: Central Services Committee

Date: July 14, 2026

RE: July 20, 2026, CS Meeting

Safe Streets For All Grant & Funding

In January, it was announced the City was awarded a \$200,000 grant from the Federal Highway Department through their Safe Streets for All (SS4A) program.

The award is to be used by the City to Develop a Safety Action Plan covering Quincy's transportation network, including crash data analysis, public engagement, and prioritized safety and technology recommendations to reduce fatalities. Deliverables include a Action Plan, crash analysis, recommended Proven Safety Countermeasures and technology options.

The grant requires the City to provide \$50,000 towards the project (80% Federal / 20% City).

We are requesting approval for the Mayor to sign the grant agreement and to allocate \$50,000. Of MFT funds towards the project. Following these approvals, a consultant would need to be chosen via a RFQ process.

1. **Federal Award No.**
2. **Effective Date**
See No. 15 Below
3. **Assistance Listings No.**
20.939
4. **Award To**
City of Quincy, Illinois
730 Maine Street
Quincy, IL 62301

Unique Entity Id.: JEFWHW4MYM55
TIN No.: 37-6000378
5. **Sponsoring Office**
U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop W56-485
Washington, DC 20590
6. **Period of Performance**
Effective Date of Award – 24 months from the
Effective Date of Award
7. **Total Amount**
Federal Share: \$200,000
Recipient Share: \$50,000
Other Federal Funds: \$0
Other Funds: \$0
Total: \$250,000
8. **Type of Agreement**
Grant
9. **Authority**
Section 24112 of the Infrastructure Investment
and Jobs Act (IIJA, Pub. L. 117–58, November
15, 2021)
10. **Procurement Request No.**
[insert PR Number]
11. **Federal Funds Obligated**
\$200,000
12. **Submit Payment Requests To**
See Article 5.
13. **Description of the Project**
Safe Streets for Quincy Action Plan

RECIPIENT**14. Signature of Person Authorized to Sign**

Signature Date
Name:
Title:

FEDERAL HIGHWAY ADMINISTRATION**15. Signature of Agreement Officer**

Signature Date
Name:
Title: Agreement Officer

U.S. DEPARTMENT OF TRANSPORTATION**GRANT AGREEMENT UNDER THE
FISCAL YEAR 2025 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the United States Department of Transportation's (the "USDOT") Federal Highway Administration (the "FHWA") and the **City of Quincy, Illinois** (the "Recipient").

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All ("SS4A") Grant for the **Safe Streets for Quincy Action Plan**.

The parties therefore agree to the following:

**ARTICLE 1
GENERAL TERMS AND CONDITIONS****1.1 General Terms and Conditions.**

- (a) In this agreement, "**General Terms and Conditions**" means the content of the document titled "General Terms and Conditions Under the Fiscal Year 2025 Safe Streets and Roads for All ("SS4A") Grant Program," dated January 22, 2026 which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under "Fiscal Year 2025." Articles 7–33 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (IIJA, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient's non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

ARTICLE 2
APPLICATION, PROJECT, AND AWARD

2.1 Application.

Application Title: **Safe Streets for Quincy Action Plan**

Application Date: **06/25/2025**

2.2 Award Amount.

SS4A Grant Amount: **\$200,000**

2.3 Federal Obligation Information.

Federal Obligation Type: **Single**

Obligation Condition Table		
Phase of Project	Allocation of the SS4A Grant	Obligation Condition
Base Phase: Pre-NEPA	[\$250,000]	

Obligation Condition Table		
Phase of Project	Allocation of the SS4A Grant	Obligation Condition
Option Phase 1: Final Design	[\$0]	The Recipient shall not expend any funds (Federal or non-Federal) for, seek reimbursement of eligible costs, or otherwise begin any part of the final design and construction of an Implementation or Demonstration Project unless and until: (1) The requirements of the National Environmental Policy Act (42 U.S.C. § 4321 et seq.) (“NEPA”), Section 106 of the National Historic Preservation Act (16 U.S.C. § 470f) (“NHPA”), and any other applicable environmental laws and regulations have been met; and (2) FHWA, or a State with applicable NEPA Assignment authority, has approved the NEPA document for the Project and provided the Recipient with a written notice that the environmental review process is complete; and (3) FHWA has obligated additional funds for this phase and notified the Recipient in writing that the Recipient may proceed to the next activity after NEPA approval, and the Recipient has acknowledged receipt in writing of FHWA’s notification. Recipient shall not proceed with any such activities until (2) and (3) as described in this section are met. Costs that are incurred before (2) and (3) as described in this section are met are not allowable costs under this agreement. Extent of activities that are permissible before NEPA is complete are those activities constituting “preliminary design” as specified in FHWA Order 6640.1A.

Obligation Condition Table		
Phase of Project	Allocation of the SS4A Grant	Obligation Condition
Option Phase 2: Construction	[\$0]	The Recipient shall not expend any funds (Federal or non-Federal) for, seek reimbursement of eligible costs, or otherwise begin any part of the construction or final design and construction of an Implementation Project or Demonstration Project unless and until: (1) The requirements of the National Environmental Policy Act (42 U.S.C. § 4321 et seq.) (“NEPA”), Section 106 of the National Historic Preservation Act (16 U.S.C. § 470f) (“NHPA”), and any other applicable environmental laws and regulations have been met; and (2) FHWA, or a State with applicable NEPA Assignment authority, has approved the NEPA document for the Project and provided the Recipient with a written notice that the environmental review process is complete; and (3) FHWA has obligated additional funds for this phase and notified the Recipient in writing that the Recipient may proceed to the next activity after NEPA approval, and the Recipient has acknowledged receipt in writing of FHWA’s notification. Recipient shall not proceed with any such activities until (2) and (3) as described in this section are met. Costs that are incurred before (2) and (3) as described in this section are met are not allowable costs under this agreement. Extent of activities that are permissible before NEPA is complete are those activities constituting “preliminary design” as specified in FHWA Order 6640.1A.

2.4 Budget Period.

Budget Period: See Block 6 of Page 1

2.5 Grant Designation.

Designation: Planning & Demonstration

ARTICLE 3 SUMMARY PROJECT INFORMATION

3.1 Summary of Project's Statement of Work.

Narrative: This award is for **an Action Plan**.

The City adopted the Quincy Regional Transportation Plan (Q RTP) in 2020. The plan (<https://www.quincyil.gov/home/showpublisheddocument/5006/637364685405930000>) focuses on roadway assessments; facilities for transit, pedestrians, and bicyclists; and multi-modal and freight connections. The development of the plan relied heavily on public input through surveys, open houses, pop-up community events, social and traditional media, public meetings and interviews with local stakeholders. We propose using a similar collaborative approach to create a Safe Streets for All Action Plan with a goal of zero fatalities on Quincy Streets by the year 2036.

The City would use the funding requested from SS4A (\$200,000) along with \$50,000 in local funding to hire a consulting firm to develop a Safe Streets for All Action Plan. As with the Q RTP, the city would expect the consultant to hold public meetings and distribute surveys to gain input from the people who use these streets daily. The consultant would also be asked to access crash/injury/fatality data from the Quincy Police Department, the Adams County Sheriff's Office, the Illinois State Patrol, and the Illinois DOT. IDOT will be a key resource in this process as it has operational jurisdiction over some of the most high-traffic streets in Quincy including Broadway, State, 3rd, 4th, 24th, and 36th Streets.

The project will be completed in **One** phases.

Base Phase: Pre-NEPA: **Development of Action Plan**

Option Phase 1: Final Design, Right-of-Way, and Utility Relocation: **N/A**

Option Phase 2: Construction: **N/A**

3.2 Project's Estimated Schedule.

Action Plan Schedule

Milestone	Schedule Date
Planned Final Plan Publicly Available Date:	[12/01/2028]
Planned SS4A Final Report Date:	[06/01/2029]

Supplemental Planning Schedule

Milestone	Schedule Date
Planned Final Plan Publicly Available Date:	N/A
Planned SS4A Final Report Date:	N/A

Demonstration Activity Schedule (Construction)

Milestone	Schedule Date
Planned NEPA Completion Date:	N/A
Planned Construction Substantial Completion and Open to Public Use Date:	N/A
Planned SS4A Final Report Date:	N/A

Implementation Schedule (Construction)

Milestone	Schedule Date
Planned NEPA Completion Date:	N/A
Planned Construction Substantial Completion and Open to Public Use Date:	N/A
Planned SS4A Final Report Date:	N/A

Implementation/Demonstration Activity Schedule (Non-Construction)

Milestone	Schedule Date
Planned Activity Completion Date:	N/A
Planned SS4A Final Report Date:	N/A

3.3 Project's Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$200,000
Other Federal Funds:	
State Funds:	
Local Funds:	\$50,000
In-Kind Match:	
Other Funds:	
Total Eligible Project Cost:	\$250,000

(b) Cost Classification Table

Cost Classification	Total Costs	Non-SS4A Previously Incurred Costs	Eligible Costs
Administrative and legal expenses	[\$XXX]	[\$XXX]	[\$XXX]
Land, structures, rights-of-way, appraisals, etc.	[\$XXX]	[\$XXX]	[\$XXX]
Relocation expenses and payments	[\$XXX]	[\$XXX]	[\$XXX]
Architectural and engineering fees	[\$250,000]	[\$0]	[\$250,000]
Other architectural and engineering fees	[\$XXX]	[\$XXX]	[\$XXX]
Project inspection fees	[\$XXX]	[\$XXX]	[\$XXX]
Site work	[\$XXX]	[\$XXX]	[\$XXX]
Demolition and removal	[\$XXX]	[\$XXX]	[\$XXX]
Construction	[\$XXX]	[\$XXX]	[\$XXX]
Equipment	[\$XXX]	[\$XXX]	[\$XXX]
Miscellaneous	[\$XXX]	[\$XXX]	[\$XXX]
Contingency	[\$XXX]	[\$XXX]	[\$XXX]
Project Total	[\$XXX]	[\$XXX]	[\$XXX]

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient's approved Budget Application. In the event the Recipient's indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient's indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

ARTICLE 4 CONTACT INFORMATION

4.1 Recipient Contact(s).

Jason Parrott
Director – Planning & Development
City of Quincy, Illinois
706 Maine Street, 3rd Floor
(217) 228-4515
jparrott@quincyil.gov

4.2 Recipient Key Personnel.

Name	Title or Position
Linda K. Moore	Mayor – Quincy, IL

4.3 USDOT Project Contact(s).

Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: W56-485
1200 New Jersey Avenue, S.E.
Washington, DC 20590
SS4A.FHWA@dot.gov

and

Agreement Officer (AO)
Federal Highway Administration
Office of Competitive Grants and Workforce Programs
HACG-30, Mail Stop W51-232
1200 New Jersey Avenue, S.E.
Washington, DC 20590
HCFASS4A@dot.gov

and

Vershun Tolliver
Division Administrator – Illinois
Agreement Officer's Representative (AOR)
130 Martin Luther King Drive, Suite A
Springfield, Illinois 62702
Illinois.fhwa@dot.gov

And

Nichole Neal
Illinois Division Office Lead Point of Contact
Grant Coordinator
200 W. Adams Street Suite 320
Chicago, IL 60606
312-886-1606
Nichole.neal@dot.gov

ARTICLE 5 USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Competitive Grants and Workforce Programs

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the “AO”) are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

In accordance with 2 CFR 200.308(f)(6), the recipient or subrecipient shall obtain prior written approval from the USDOT agreement officer for the subaward, if the subaward activities were not proposed in the application or approved in the Federal award. This provision is in accordance with 2 CFR 200.308 (f) (6) and does not apply to procurement transactions for goods and services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient’s supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient’s share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer’s Representative (the “AOR”) may withhold processing that request until the Recipient provides sufficient detail.

- (d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System. The Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.
- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6 SPECIAL GRANT TERMS

- 6.1 SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.
- 6.2 The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.3 SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.
- 6.4 The Recipient of a Planning and Demonstration Grant acknowledges that the **Action Plan** will be made publicly available and agrees that it will publish the final **Action Plan** on a publicly available website.
- 6.5 The Recipient of a Planning and Demonstration Grant that involves a demonstration activity agrees to provide an assessment of each demonstration activity and update the existing Action Plan, which will incorporate the information gathered in the Action Plan's list of projects or strategies and/or inform another part of the existing Action Plan. The Recipient also agrees that demonstration activities are temporary in nature and must be removed and/or ended following the conclusion of the project if the assessment of the demonstration activities does not affirm that the activities provide safety benefits.
- 6.6 The Recipient of an Implementation Grant agrees to update its Action Plan within two years of the date of this agreement to: align with all Comprehensive Safety Action Plan components in Table 1 of the SS4A FY 2025 NOFO corresponding with any "no" responses in the Self-Certification Eligibility Worksheet; ensure that the Action Plan's safety focus includes all road users, including pedestrians, bicyclists, and motor vehicle safety; and ensure that the Action Plan was last updated not more than three years prior.
- 6.7 The Recipient acknowledges that it is required to conduct certain environmental analyses and to prepare and submit to FHWA, or State with applicable NEPA Assignment authority, documents required under NEPA, and other applicable environmental statutes and regulations

before the Government will obligate funds for Option Phase 1 under this agreement and provide the Recipient with a written notice to proceed with Option Phase 1.

- 6.8** The Government's execution of this agreement does not in any way constitute pre-approval or waiver of any of the regulations imposed upon Recipient under the applicable Federal rules, regulations and laws regarding SS4A projects undertaken in accordance with the terms and conditions of this agreement. The Recipient shall comply with all applicable Federal requirements before incurring any costs under this agreement.
- 6.9** The Recipient must coordinate its supplemental planning and/or demonstration activities with the jurisdiction that has an existing Action Plan in place that was used to apply for the supplemental planning and/or demonstration activities.
- 6.10** There are no other special grant requirements.

ATTACHMENT A

PERFORMANCE MEASUREMENT INFORMATION

Study Area: Quincy, Illinois

Baseline Measurement Date: December 1, 2026

Baseline Report Date: February 1, 2027

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Safety Performance	Fatalities: Total annual fatalities in the project location(s)	Within 120 days after the end of the period of performance
Safety Performance	Serious Injuries: Total annual serious injuries in the project location(s) [if available]	Within 120 days after the end of the period of performance
Safety Performance	Crashes by Road User Category: Total annual crashes in the project location(s) broken out by types of roadway users involved (e.g., pedestrians, bicyclists, motorcyclist, passenger vehicle occupant, commercial vehicle occupant)	Within 120 days after the end of the period of performance
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance
Outcomes and Benefits	Quantitative Project Benefits: Quantification of evidence-based projects or strategies implemented (e.g., miles of sidewalks installed, number of pedestrian crossings upgraded, etc.)	Within 120 days after the end of the period of performance

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Outcomes and Benefits	Qualitative Project Benefits: Qualitative description of evidence-based projects or strategies implemented (e.g., narrative descriptions, testimonials, high-quality before and after photos, etc.)	Within 120 days after the end of the period of performance
Outcomes and Benefits	Project Location(s): GIS/geo coordinate information identifying specific project location(s)	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

ATTACHMENT B CHANGES FROM APPLICATION

Scope:

Schedule:

Budget:

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs				
Future Eligible Project Costs				
SS4A Funds				
Other Federal Funds				
Non-Federal Funds				
Total Future Eligible Project Costs				
Total Project Costs				

ATTACHMENT C

[RESERVED]

ATTACHMENT D

[RESERVED]

ATTACHMENT E LABOR AND WORK

1. Efforts to Support Good-Paying Jobs and Strong Labor Standards

The Recipient states that rows marked with “X” in the following table align with the application:

	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with free and fair choice to join a union. <i>(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)</i>
	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. <i>(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)</i>
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including union participation or project labor agreements which promote cost-effectiveness and open competition. <i>(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. <i>(Describe the partnership and workforce strategies in the supporting narrative below.)</i>
	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in Attachment B. <i>(Identify the relevant actions from Attachment B in the supporting narrative below.)</i>
X	The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.

2. Supporting Narrative.

[Insert supporting text, as described in the table above.]

ATTACHMENT F
CRITICAL SECURITY INFRASTRUCTURE AND RESILIENCE

1. Efforts to Strengthen the Security and Resilience of Critical Infrastructure Against Both Physical and Cyber Threats.

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.
X	Not applicable. Grant does not require the purchase of information technology or operational technology.

2. Supporting Narrative.

[Insert supporting text, as described in the table above.]

Estimate



1899 N 53rd Ln
Plainville, IL 62365

Date	Estimate #
5/15/2026	1752

Name / Address
City of Quincy

SIGNATURE

Description	Qty	Rate	Total
This quote is for the purchase and installation of new power washer with remote control box located in hallway. New water,gas, high pressure and exhaust will be installed. Prevailing wage requirements are observed in this quote.			
Aaladin 17-430SL , (options added - remote box, shut down timer, clutch, and remote controlled soap)		9,279.00	9,279.00
water hook up		3,100.00	3,100.00
Electrical		3,800.00	3,800.00
gas line		2,800.00	2,800.00
hi pressure line		3,800.00	3,800.00
machine install		500.00	500.00
power exhaust		4,400.00	4,400.00
FREIGHT		300.00	300.00
		Total	\$27,979.00

Phone #
217.656.3298

E-mail	Web Site
denise.albsmeyer@gmail.com	www.albsmeyerelectric.com



R.L. Hoener Co.
2923 Gardner Expressway
Quincy, Il 62305
ph. 217-223-2190
fax 217-223-5804

QUOTE

Date	Quote #
7/1/2026	9561

CUSTOMER
CITY OF QUINCY-CENTRAL SERVICES 2020 JENNIFER RD QUINCY, IL 62301

ATTN:	Rep
MIKE	KEVIN

Qty	Description	Total
	RL HOENER IS PLEASED TO QUOTE THE FOLLOWING LABOR AND MATERIAL TO INSTALL NEW POWER WASHER AT YOUR LOCATION.	
1	MI-T-M HG SERIES , NATURAL GAS FIRE ,ELECTRIC HOT WATER PRESSURE WASHER, 3000 PSI, 3.9 GPM, 8.0 HP, 230VOLTS,1PHASE, 37.0 AMP, WT 758 LBS	8,851.25T
1	HX-0108 REMOTE CONTROL BOX FOR PUMP, HEAT AND DETERGENT	1,134.38T
100	1" BLK SCH 40 PIPE T&C	336.00T
100	3/4" BLK SCH 40 PIPE T&C	175.00T
100	3/4" GALV RIGID CONDUIT	395.00T
10	3/4" BLK SCH 40 90 DEG WELD ELBOW	71.47T
10	1" BLK SCH 40 BUTT WELD 90 DEG ELBOW	60.90T
2	1" BLK 300# UNION	59.21T
2	3/4" BLK 3000# THREADED UNION	28.51T
200	#10 THHN WIRE	101.86T
1	PIPING, ELECTRIC HANGERS AND SCREWS	1,200.00T
1	LIFT	170.00
100	LABOR:	13,500.00
	PRICES DOES NOT INCLUDE TAX OR FREIGHT. IF YOU HAVE ANY QUESTIONS PLEASE CALL 217-223-2190.	
	THANK YOU KEVIN MAJORS	
PRICES DO NOT INCLUDE FRT CHARGES. IT WILL BE ADDED AT FINAL BILLING. QUOTE IS VALID FOR 30 DAYS ONLY. PRICES ARE SUBJECT TO CHANGE.		
Sales Tax (0.0%)		\$0.00
Total		\$26,083.58

Signature _____

QUOTATION

BERGMAN FARM SUPPLY, INC.
1304 BUCHANAN ST.
CARTHAGE, IL 62321
217-357-2714

PLEASE INDICATE THE ABOVE NUMBER WHEN ORDER

TO
City of Quincy

QUOTATION DATE	SALESPERSON
04-29-26	Shawn
INQUIRY DATE	INQUIRY NUMBER
04-29-26	042926-1

ESTIMATED SHIPPING DATE		SHIPPED VIA	F.O.B.	TERMS	
6 to 7 weeks					
QUANTITY	DESCRIPTION	PRICE			
1	Ataladin 16-430 SLC 230V single phase, 8hp Baldor motor, 46pm@3000 PSI, with clutch control pump & Remote Ready, 50 ft hose single lance wand.	\$14,705	00		
-1	Cash discount	- \$3,696	25		
		\$11,008	75		
-1	Repeat customer discount	- \$554	44		
		\$10,534	31		
-1	Municipality discount	-1	526	22	
	Total	\$10,007	59		
* Installation & delivery, Remote wire and power vent & pipe will be billed at Time of Install *					
* Price subject To change with out Notice *					

WE ARE PLEASED TO SUBMIT THE ABOVE QUOTATION FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. QUOTATION IS VALID FOR 30 DAYS. THEREAFTER IT IS SUBJECT TO CHANGE WITHOUT NOTICE.



120 E Martin Drive
Goodfield, IL 61742
309-965-3300
www.vermeermidwest.com

7/14/2026

Quote #: Q-43819-1

PO #:

Bill To:
Quincy, City of
Mike Hummel
730 Main St.
Quincy, IL 62301
217-228-4527

Ship To:
Quincy, City of
Mike Hummel
2020 Jennifer Rd
Quincy, IL 62301
217-228-4527

I would like to submit this quote to you.

1 New 2026 Vermeer BC1000XL, 1 hours, SN# 1VRD11AC0T1059111

\$53,889.32

- ~ 74 HP Deutz TD2.9 Tier 4 Final Diesel Engine
- ~ 12" Capacity Drum Style Brush Chipper, 12" X 17" Opening
- ~ High Coolant Temperature and Low Oil Automatic Shutdown
- ~ Air Cleaner 2 Stage Dry with Safety Element
- ~ Machine Weight 4,995lbs.
- ~ 150" Long, 101" Tall, 66.5" Wide
- ~ 25 Gallon Fuel Tank
- ~ Live Hydraulics with 7 Gallon Hydraulic Tank
- ~ Patented Vermeer Smartfeed System
- ~ 7000 lbs. Rubber Torsion Axle
- ~ Tires ST 235/80/R16 Load Range E
- ~ Electric Brakes with Breakaway Switch
- ~ Clutchless PTO with Belt Tensioner
- ~ 20" Diameter Feed Wheel, 17" Wide.
- ~ 2 Double Sided Cutter Knives.
- ~ Chute Rotation Angle 270 Degrees
- ~ Upper and Lower Feed Stop Bar for Safety
- ~ 2 Year/2,000 Hour Deutz Engine Limited Warranty
- ~ 3 Year/3,000 Hour Extended Limited Drum Warranty
- ~ 1 Year/1,000 Hour Vermeer Machine Warranty
- ~ Includes VermeerOne™ platform access — real-time fleet visibility, machine health, service history, and alerts to boost uptime and productivity.

Sourcewell Contract # 010925 - VRM
Sourcewell Member # 90156

1 Used 2006 Vermeer BC1000XL, SN# 1VRY1119261007473

\$-6,000.00

Needs \$11,000 in repairs to drum housing, shaft and drum.

CP PREM 24 MOS, UNLIMITED HRS - 500 HRS MAINT

\$4,245.00

CP PREM 24 MOS, UNLIMITED HRS - 500 HRS MAINT (COVERED INTERVALS INCLUDED: 50, 250 & 500 HOURS)
~ 24 Additional Months of Extended Warranty Coverage with NO HOUR RESTRICTIONS on your Vermeer Equipment Components, which adds up to 36 total months of warranty coverage.

Initials: _____

Quote #:Q-43819

~ Engine Warranty Not Included.

PLANNED MAINTENANCE

- ~ Parts & Labor rates are locked in and pre-paid for up to the selected hours of maintenance coverage or 5 years from date of purchase, whichever occurs first.
- ~ Number and hours of planned maintenance intervals vary by model. See Vermeer Midwest Rep for details.
- ~ Includes comprehensive inspections with each planned maintenance service.
- ~ Wearable Items Not Included.

TRAVEL

- ~ 60% discount from published travel rates at the time of occurrence for PMs and warranty services for Extended Warranty term. Charge is per occurrence.

DIAGNOSTICS

- ~ Diagnostics offered at no charge for entire Extended Warranty term.

Untaxed Machine	\$53,889.32
Trade	\$-6,000.00
Freight and Prep	\$1,009.00
Warranty	\$4,245.00
Grand Total	\$53,143.32

Total Due	\$53,143.32

Finance Options with Approved Credit

Payment Details	Monthly Payment
Approximate payment on 60 months based on \$0 down	\$987.68

Proposal good for 30 days; we reserve the right at any time prior to acceptance to revoke this quotation.

Accepted by: _____

Date: _____

Thank you for your consideration.

Sincerely,

Dan Dingledine
Territory Manager
dan.dingledine@vermeermidwest.com

Initials: _____

Quote #:Q-43819

CITY OF QUINCY
DEPARTMENT OF INSPECTION
706 Maine Street | Third Floor | Quincy, IL 62301
Office: 217-228-4540 | Fax: 217-221-2288



m e m o r a n d u m

TO: Members of the Central Services Committee

FROM: Michael Seaver, Director of Inspection and Enforcement

DATE: 15 July 2026

RE: Recommendation to purchase mini excavator, mower and trailer – Nuisance Abatement

The Nuisance Abatement division currently utilizes a 2016 Caterpillar 416B backhoe for many of its nuisance abatement operations. Earlier this year, a 5510 John Deere tractor with side mount brush mower was retired due to age, lack of safety features, and obsolescence of parts. At the suggestion of Mechanic Shop Supervisor Mike Hummel, we began to look at mini-excavators with a brush mower attachment, which would enable the division to perform both cleanups and more difficult mowing / brush cutting. A trailer would be needed, as well, to transport the equipment from project to project.

Mike Hummel prepared a detailed specifications (attached) and contacted local vendors to identify the best qualified product solutions. The responses, all of which were Sourcewell pricing, were as follows:

Vendor	Equipment	Mini	Mower	Total
Luby Equipment	Case CX60D / Virnig 42" Mower	\$83,000	\$14,925	\$97,925
Altorfer Cat	305 07A / Bite Limiter Mulcher	\$83,500	\$14,947.27	\$98,447.27
Altorfer Cat	306 07A / Bite Limiter Mulcher	\$91,500	\$14,947.27	\$106,447.27

Vendor	Equipment	Total
Cross Country Trailer	Sure-Trac 7 X 22 (18+4) Pro Series Tilt – 17,600 lb.	\$14,243.00
Altorfer Cat	Timpte TBCT2216ET Partial tilt – 16,000 lb.	\$14,190.00
Altorfer Cat	Timpte TBCT2220ET Partial tilt – 20,000 lb.	\$17,559.00

We would request to purchase a Case CX60D and Virnig 42" Mulcher from Luby Equipment, for a net amount of \$97,925, as well as a Sure-Trac 7 X 22 Pro Series Tilt trailer for a net amount of \$14,243.

Please let me know if you have any questions.

RESOLUTION

WHEREAS, the Department of Inspections & Enforcement is responsible for performance of abatement action on privately-owned properties that are not being properly maintained and are not in compliance with the regulations of Chapter 92 of the Municipal Code of the City of Quincy; and,

WHEREAS, the Department requested quotes for the purchase of a mini excavator, with brush cutter attachment that will be used for the maintenance of nuisance properties, and three (3) quotes were received:

Luby Equipment	
Case CX60D / Virnig 42" Mower	
Quincy, Illinois	\$97,925

Altorfer Caterpillar	
Mini Cat 305 / Diamond 42" Mower	
Hannibal , MO	\$98,447.27

Altorfer Caterpillar	
Mini Cat 306 / Diamond 42" Mower	
Hannibal, MO	\$106,447.27

WHEREAS, the quote from Luby, Inc. of Quincy offers the purchase of a Case CX60D mini excavator and a Virnig 42" mower; and,

WHEREAS, funding for the purchase of the mower is available in the 2026/2027 General Fund fiscal year budget; and,

WHEREAS, the prices for both the mini excavator and the mower meet or exceed Sourcewell

NOW, THEREFORE BE IT RESOLVED, that the Director of Inspection and Enforcement, Director of Operations, and Central Services Committee present to the Mayor and Quincy City Council the following for consideration:

- 1) Approval of the quote in the amount of \$97,925.00 from Luby, Inc. of Quincy, Illinois for the purchase of a 2026 Case CX60D and a Virnig 42" mower; and,
- 2) The Comptroller be authorized to remit payment for the purchase of the excavator and mower upon receipt of the equipment and invoice

Approved this _____ day of July, 2026.

Laura Oakman, City Clerk

Dr. Linda K. Moore, Mayor

RESOLUTION

WHEREAS, the Department of Inspections & Enforcement is responsible for performance of abatement action on privately-owned properties that are not being properly maintained and are not in compliance with the regulations of Chapter 92 of the Municipal Code of the City of Quincy; and,

WHEREAS, the Department requested quotes for the purchase of a trailer for the use of transporting a mini excavator and mower, and three (3) quotes were received:

Cross Country Trailer	
Sure-Trac 7 X 22 tilt deck (with toolbox)	
Quincy, Illinois	\$14,243

Altorfer Caterpillar	
Partial-tilt 83" X 22 tilt deck	
Hannibal , MO	\$14,190

Roland Machinery Co	
Felling FT-20IT-1 7 X 22 tilt deck	
Palmyra, MO	\$26,598

WHEREAS, the quote from Cross Country Trailer of Quincy offers the purchase of a Sure-Trac ST-BTE82814-176 trailer with tool box; and,

WHEREAS, funding for the purchase of the mower is available in the 2026/2027 General Fund fiscal year budget; and,

WHEREAS, the price for the trailer meets or exceeds Sourcewell

NOW, THEREFORE BE IT RESOLVED, that the Director of Inspection and Enforcement, Director of Operations, and Central Services Committee present to the Mayor and Quincy City Council the following for consideration:

- 1) Approval of the quote in the amount of 14,243 from Cross Country Trailer Center of Quincy, Illinois for the purchase of a 2026 ST-BTE82184-176 trailer; and,
- 2) The Comptroller be authorized to remit payment for the purchase of the trailer upon receipt of the equipment and invoice

Approved this _____ day of July, 2026.

Laura Oakman, City Clerk

Dr. Linda K. Moore, Mayor