PEORIA COUNTY BOARD
MEETING AGENDA
Thursday, January 13, 2022
6:00 PM
County Courthouse • 324 Main Street • County Board Room 403 • Peoria, Illinois 61602
Voice: (309) 672-6056 • Fax: (309) 672-6054 • TDD: (309) 672-6073
www.peoriacounty.org

CALL TO ORDER
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE
ROLL CALL BY THE COUNTY CLERK

I. APPROVAL OF MINUTES
   • Approval of December 9, 2021 County Board Minutes

II. CITIZENS’ REMARKS
   • Individuals wishing to give public comment are asked to fill out a form upon
     arrival at the board meeting. Five minutes is allocated per person wishing
     to speak, with a maximum allotted time of 30 minutes. Masks are required in
     the Courthouse, and members of the public should observe social distancing
     as they are able.
   • Peoria County Board meetings are livestreamed and may be watched remotely.
     Comments on these platforms will not be added to the record.
     • Facebook: https://www.facebook.com/peoriacountygov
     • YouTube: https://www.youtube.com/channel/UC-qaAdj6tz1xqi3odzEoMIQ

III. CONSENT AGENDA (including reports to be filed)
C1. The Treasurer report consisting of the Bank and CD's Portfolio for the month of
   November 2021 and Revenue & Expenditure Reports for the month of October
   2021.

   C2. The Auditor's report of expenditures from Accounts Payable system is
       accessible at www.peoriacounty.org/auditor/transparency.

   C3. A resolution (item 1 - conveyance) from the Ways and Means Committee
       recommending that the County Board Chairman be authorized and directed to
       execute deeds of said property to the highest bidder, and be authorized to cancel
       the appropriate Certificates of Purchase. This resolution shall be effective ninety
       days from January 13, 2022 and any transaction between the parties involved not
       occurring within this period shall be null and void.
C4. A resolution from your Finance, Audit, and Legislative Affairs Committee recommending approval of a two (2) year contract extension with Koch Consultants, Ltd. for the provision of professional technical accounting services.

C5. A resolution from your Finance, Audit, and Legislative Affairs Committee recommending approval of a FY2022 budget amendment to the General Fund reserves in the amount of $24,400.00 to appropriate funds for (1) position in the Coroner’s Office and (1) position in the Juvenile Detention Center.

C6. A resolution from your Public Safety and Justice Committee recommending approval of an FY2021 appropriation of additional grant funds awarded to the Child Advocacy Center (CAC) of the Peoria County State’s Attorney’s Office as reimbursement for the purchase of equipment and supplies.

C7. A resolution from your Public Safety and Justice Committee recommending approval of FFY2021-2023 Domestic Violence Grant with the Illinois Criminal Justice Information Authority (ICJIA).

C8. A resolution from your Public Safety and Justice Committee recommending approval of an FY2022 appropriation to the Juvenile Detention Center budget in the amount of $78,559.00 for the Mental and Medical Services contract with Advanced Correctional Health care (ACH).

C9. A resolution from your County Operations Committee recommending acceptance and appropriation of grant funds in the amount of $28,402.00 from Best Friends Animal Society into PCAPS Fund for canine enrichment and housing improvement programs.

C10. A resolution from your County Operations Committee recommending acceptance and appropriation of grant funds in the amount of $5,000.00 from Bissell Pet Foundation into PCAPS Fund for feline spay/neuter program.

C11. A resolution from your County Operations Committee recommending approval of a one (1) year contract extension with the Peoria County Veterinary Medical Association for veterinary services and to serve as the Deputy Administrator for PCAPS.

C12. A resolution from your County Operations Committee recommending approval to appropriate $15,000.00 to the FY2022 PCAPS Fund for expenses related to veterinary care.

C13. A resolution from your County Health Committee recommending approval of the Peoria City/County Landfill budget for the time period January 1, 2022 through December 31, 2022.

C14. A resolution from your Infrastructure Committee recommending approval of a Preliminary Engineering Agreement with Hermann & Associates, LLC, Peoria Heights, IL for Phase II Engineering for resurfacing of Cedar Hills Drive, at a cost not to exceed $58,581.00.
C15. A resolution from your Infrastructure Committee recommending approval of a Construction Engineering Services Agreement with Millenia Professional Services, Morton, IL for structure replacement on Dogtown Road, at a cost not to exceed $238,369.00.

C16. Chairman Appointments.

IV. ZONING ORDINANCE AND RESOLUTIONS

1. Case #ZBA-2021-000039, Petition of David J. Russell and Kim D. Bryan-Russell. A Special Use request from Section 20-5.5.2.2.c of the Unified Development Ordinance. This section allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented, and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short-term rental basis through the websites Airbnb and VRBO. The parcel is located in Medina Township. The Zoning Board of Appeals recommends approval with restrictions. The Land Use Committee concurs.

2. Case #ZBA-2021-000040, Petition of Briscoe Financial, LLC. A Special Use request from Section 20-5.5.2.2.c of the Unified Development Ordinance. This section allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented, and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short-term rental basis through the websites Airbnb and VRBO. The parcel is located in Chillicothe Township. The Zoning Board of Appeals recommends approval with restrictions. The Land Use Committee concurs.

3. Case #ZBA-2021-000041, Petition of Holloway Holdings, LLC. A Special Use request from Section 20-5.5.2.2.c of the Unified Development Ordinance. This section allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented, and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short-term rental basis through the websites Airbnb and VRBO. The parcel is located in Chillicothe Township. The Zoning Board of Appeals recommends approval with restrictions. The Land Use Committee concurs.

4. Case #ZBA-2021-000042, Petition of Randy F. Koors. A Rezoning request from “C-1” Neighborhood Commercial to “R-2” Medium Density Residential. The petitioner proposes to rezone parcels of 0.70 acres and 0.50 acres in order to create a buildable home site and bring an existing residential use into conformance. The parcels are located in Medina Township. The Zoning Board of Appeals recommends approval. The Land Use Committee concurs.

5. Case #ZBA-2021-000043, Petition of Four Creeks, LLC. A Special Use request from Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the “A-1” Agricultural Preservation Zoning District. The petitioner requests to install a temporary meteorological tower to record and measure wind data for up to three years. The parcel is located in Millbrook Township. The Zoning Board of Appeals recommends approval. The Land Use Committee concurs.
6. Case #ZBA-2021-000044, Petition of Four Creeks, LLC. A Special Use request from Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the “A-1” Agricultural Preservation Zoning District. The petitioner requests to install a temporary meteorological tower to record and measure wind data for up to three years. The parcel is located in Princeville Township. The Zoning Board of Appeals recommends approval. The Land Use Committee concurs.

7. Case #ZBA-2021-000045, Petition of Four Creeks, LLC. A Special Use request from Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the “A-1” Agricultural Preservation Zoning District. The petitioner requests to install a temporary meteorological tower to record and measure wind data for up to three years. The parcel is located in Brimfield Township. The Zoning Board of Appeals recommends approval. The Land Use Committee concurs.

8. Case #ZBA-2021-000048, Petition of Peoria County. A Map Amendment to zone parcels of approximately 53.24 acres and 36.19 acres, totaling two parcels of approximately 89.43 acres, to “A-2” Agriculture. The petitioner requests a Map Amendment to correct the error resulting from the subject parcels not currently having a zoning classification. The parcel is located on an island within the Illinois River in Chillicothe Township. (Pending Zoning Board of Appeals and Land Use Committee approval)

9. A joint resolution from your Finance, Audit, and Legislative Affairs Committee and your Ways and Means Committee recommending approval of a budget amendment to the FY2022 Peoria County Election Commission budget in the amount of $1,244,838.00 for the purchase of a new voting system and upgrades to existing electronic pollbooks.

10. A resolution from your Health Committee recommending approval of a Statement of Policy of the County Board that it is in the best interests of the County of Peoria to replace the current facilities housing the Peoria City/County Health Department, the Sustainability and Recycling Services Department, the County Coroner’s Office and morgue, and the Office of the Regional Superintendent of Schools with a new health and human services campus.

11. SUSPENSION OF RULES


V. EXECUTIVE SESSION
   • Personnel Matters

VI. MISCELLANEOUS AND ANNOUNCEMENTS

VII. ADJOURNMENT
PEORIA COUNTY BOARD
MEETING MINUTES
Thursday, December 9, 2021
6:00 PM
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CALL TO ORDER
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE
ROLL CALL BY THE COUNTY CLERK

Attendance was taken with the Roll Call-Pro voting system, and the following members of the Board were present: Members Blair, Bryant, Daley, Dillon, Duncan, Elsasser, Fennell, Groves Allison, Pastucha, Reneau, Rieker, Rosenbohm, Salzer, Watkins, Williams, and Windish, with Members Rand and Reliford absent.

I. APPROVAL OF MINUTES
   • Approval of November 11, 2021 County Board Minutes
   • Approval of November 30, 2021 Special County Board Meeting Minutes

   Member Elsasser moved for approval of the minutes and Member Rosenbohm seconded. The minutes were approved by a unanimous roll call vote of 16 ayes.

II. PROCLAMATIONS AND PRESENTATIONS
   • A proclamation recognizing Randy Brunner for his service as Chief Financial Officer

III. CITIZENS' REMARKS

   Tim Howard, Vice President of the League of Women Voters of Greater Peoria, addressed the Board. He presented a congratulatory letter to the Board for their recent redistricting process.

IV. CONSENT AGENDA (including reports to be filed)
   C1. The Treasurer report consisting of the Bank and CD's Portfolio for the month of October 2021 and Revenue & Expenditure Reports for the month of September 2021.

C3. A resolution (item 1 – 6 conveyances) from the Ways and Means Committee recommending that the County Board Chairman be authorized and directed to execute deeds of said property to the highest bidder, and be authorized to cancel the appropriate Certificates of Purchase. This resolution shall be effective ninety days from December 9, 2021 and any transaction between the parties involved not occurring within this period shall be null and void.

C4. A resolution from your Public Safety and Justice Committee recommending approval of an appropriation of unanticipated expenses related to COVID-19 Pandemic in the amount of $95,000.00, to the Peoria County Sheriff’s Office budget.

C5. A resolution from your Public Safety and Justice Committee recommending approval of an agreement between the Illinois Enforcement Alarm System (ILEAS) and the County of Peoria, providing Peoria County with a 2009 International DuraStar 4400 Air Support Vehicle, to be used in accordance with ILEAS SRT Vehicle Agreement.

C6. A resolution from your Public Safety and Justice Committee recommending approval of SFY22 Illinois Department of Human Service Redeploy Illinois Planning Grant in the amount of $25,000.00, allowing Peoria County to explore the option of becoming a fully funded Illinois Redeploy Program site.

C7. A resolution from your Public Safety and Justice Committee recommending approval of the FY 2022 State’s Attorney’s Appellate Prosecutor Agreement.

C8. A resolution from your County Operations Committee recommending acceptance of a grant award in the amount of $1,750.00 from local Walmart Community Grants Teams to be used for PCAPS intake diversion programs.

C9. A resolution from your County Operations Committee recommending approval of a transfer of $45,000.00 from the FY2021 PCAPS expenditure budget to the FY2022 PCAPS expenditure budget for the replacement of one additional Animal Control Vehicle.

C10. A resolution from your County Operations Committee recommending approval of excess insurance/broker bids from various underwriters for Risk Management secured by Arthur J. Gallagher (AJG), for an estimated premium of $990,017.00.

C11. A resolution from your Infrastructure Committee recommending approval of the highest responsible bid of Richard Shane, Brimfield, IL, to cash rent the Peoria County Farm at Maxwell/Plank Rd. for the 2022, 2023, and 2024 growing seasons at $321.00 per acre.

C12. A resolution from your Infrastructure Committee recommending approval of the highest responsible bid of Brian Windish, Brimfield, IL, to cash rent the Peoria County Farm in Edwards for the 2022, 2023, and 2024 growing seasons at $210.00 per acre.

C13. A resolution from your Infrastructure Committee recommending acceptance of a
National School Lunch Program (NSLP) food assistance grant in the amount of $38,456.00, appropriation of $38,456.00 in the FY2021 Juvenile Detention Center budget, and approval of the lowest responsible bid of Culinary Depot, Spring Valley, NY, in the amount of $51,152.97 for the purchase of commercial kitchen equipment for the Juvenile Detention Center.

C14. Chairman Appointments.

Member Rosenbohm moved to approve the Consent Agenda and Member Daley seconded. The Consent Agenda was approved by a roll call vote of 15 ayes and 1 nay, with Member Windish voting nay.

V. ZONING ORDINANCE AND RESOLUTIONS

1. Case #ZBA-2021-000035, Petition of James M. Agnoletti. A Special Use request from Section 20.5.2.2.1.a.1 of the Unified Development Ordinance. This section allows for a special use when a proposed land split does not meet the 25-acre minimum lot size nor the 1 dwelling unit per 25 contiguous acres density requirement in the “A-2” Agricultural District. The petitioner proposes to divide 1 acre from an existing 13.95-acre tract. The parcel is located in Logan Township. The Zoning Board of Appeals recommends approval with restriction. The Land Use Committee concurs.

Member Dillon moved to approve the ordinance and Member Blair seconded. The ordinance passed by a unanimous roll call vote of 16 ayes.

2. A resolution from Infrastructure Committee recommending approval of quotations for County Highway Maintenance materials to be purchased during 2022 on an as needed basis. (Pending Committee Approval)

Member Salzer moved to approve the resolution and Member Duncan seconded. Member Salzer mentioned a special committee meeting was held because the bids were not open before the regular board meeting. Vice-Chairman Fennell remarked these are open quotes from many vendors and the company used will depend on where in the County the work is being done. Scott Sorrel, County Administrator, brought up a question from Member Reneau during the committee meeting about the wording of the resolution. Mr. Sorrel confirmed that the wording of the clause in question has not changed from prior years. The resolution passed by a roll call vote of 15 ayes and 1 nay, with Member Windish voting nay.

3. Review of Executive Session Minutes.

Assistant State's Attorney Jennie Cordis Boswell informed that the State's Attorney recommends all previously held minutes continue to be held as the need for confidentiality still exists and to destroy executive session audio recordings more than two years old, except those that relate to pending litigation. Member Williams moved to approve the State's Attorney's Office's recommendation and Member Daley seconded. The motion passed by a unanimous roll call vote of 16 ayes.

4. SUSPENSION OF RULES

Ms. Cordis Boswell detailed that to consider the next item, which did not come through a committee, the Board must suspend the rules. Member Pastucha moved to suspend the rules and Member Reneau seconded. The motion passed by a roll call vote of 15 ayes and 1 nay, with Member
Windish voting nay.

5. A Proclamation extending the Declaration of Emergency due to COVID-19 in Peoria County, Illinois.

Member Pastucha moved to approve the resolution and Member Groves Allison seconded. The resolution passed by a roll call vote of 13 ayes and 3 nays, with Members Elsasser, Rosenbohm, and Windish voting nay.

VI. MISCELLANEOUS AND ANNOUNCEMENTS

Vice-Chairman Fennell recognized Member Rieker for his five years of service to the Peoria County Board.

Vice-Chairman Fennell recognized Member Dillon for his fifteen years of service to the Peoria County Board. Member Dillon spoke about his experience on the Board. He commented on the friendships he has made and thanked the Elected Officials and staff for their hard work.

Vice-Chairman Fennell wished Chairman Rand a happy birthday.

Members Reneau, Rosenbohm, Dillon, Elsasser, Blair, and Groves Allison extended their condolences to the family and coworkers of Officer Camron Passie. They stressed that staff is welcome to speak with them if needed.

Member Salzer observed that during the holidays everyone has a positive attitude and encouraged everyone to carry that attitude throughout the year.

Member Watkins wished everyone a Merry Christmas.

Vice-Chairman Fennell thanked everyone who cooked food for the potluck before the meeting.

VII. ADJOURNMENT

There being no further business before the Board, the Vice-Chairman announced the meeting was adjourned.
## County of Peoria, Illinois
### Bank Account Portfolio
#### As of November 30, 2021

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Account Balance</th>
<th>Variance</th>
<th>Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Current Month</td>
<td>Prior Month</td>
<td>Amount</td>
</tr>
<tr>
<td>Payroll</td>
<td>141,662</td>
<td>139,936</td>
<td>1,727</td>
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<tr>
<td>Juror’s Payroll</td>
<td>37,495</td>
<td>46,927</td>
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<tr>
<td>Peoria County Employee Benefit Plan</td>
<td>234,503</td>
<td>503,196</td>
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<tr>
<td>Peoria County Flex Spending Acct</td>
<td>89,735</td>
<td>94,159</td>
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<tr>
<td>County Collector</td>
<td>11,139,030</td>
<td>6,594,379</td>
<td>4,544,651</td>
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<tr>
<td>Operating</td>
<td>14,886,594</td>
<td>23,334,259</td>
<td>-8,447,665</td>
</tr>
<tr>
<td>Peoria County Forfeiture - State</td>
<td>406,459</td>
<td>406,456</td>
<td>4</td>
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<tr>
<td>Peoria County Forfeiture - Federal</td>
<td>17,948</td>
<td>17,948</td>
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<tr>
<td>Emergency Telephone System-E911</td>
<td>4,852,269</td>
<td>4,697,731</td>
<td>154,538</td>
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<tr>
<td>Trust &amp; Condemnation</td>
<td>37,480</td>
<td>37,480</td>
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<tr>
<td>County Motor Fuel</td>
<td>7,991,733</td>
<td>8,899,995</td>
<td>-902,262</td>
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<tr>
<td>Township Bridge</td>
<td>534,018</td>
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<tr>
<td>Township Motor Fuel</td>
<td>2,178,836</td>
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<td>CDAP</td>
<td>716,882</td>
<td>716,856</td>
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<tr>
<td>VSP - HRA</td>
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<td>Clearing Account</td>
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<td>74,205</td>
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<tr>
<td>Abandoned Property Program</td>
<td>3,100</td>
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<tr>
<td>Rural Transportation</td>
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<td>2</td>
</tr>
<tr>
<td>Total Accounts at Illinois National Bank</td>
<td>43,953,150</td>
<td>49,053,954</td>
<td>-5,100,805</td>
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</table>

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Account Balance</th>
<th>Variance</th>
<th>Interest</th>
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</thead>
<tbody>
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<td>Current Month</td>
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<td>Amount</td>
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<tr>
<td>Capital Improvement</td>
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<tr>
<td>Operating - Investment</td>
<td>42,213,144</td>
<td>42,208,879</td>
<td>4,465</td>
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<td>County Motor Fuel - Investment</td>
<td>4,320,313</td>
<td>4,319,855</td>
<td>459</td>
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<td>ARPA</td>
<td>17,404,013</td>
<td>17,403,669</td>
<td>443</td>
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<td>Total Accounts at Morton Community Bank</td>
<td>64,183,572</td>
<td>64,178,189</td>
<td>5,384</td>
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**Notes:**
- C = Clearing Account Only
- S = Sweep Account
- D = Disbursed via Court Orders
- N/A = Current month information not yet rec'd
- M = Money Market Account
- ICS = Insured Cash Sweep
- MI = Mixed Investment Acct
- SPF = Snow Public Funds

Printed 11/22/2022 @ 3:23 PM
File: https://peoriacounty.illinois/boards/treasurer/Shared Documents/Bank Board Reports/2021/State Recap/BANK ANALYSIS/11-30-21 Bank Analysis Bank Accounts
County of Peoria, Illinois  
Certificate of Deposit Portfolio  
As of November 30, 2021

<table>
<thead>
<tr>
<th>Bank</th>
<th>Fund</th>
<th>Investment Amount</th>
<th>Purchased Date</th>
<th>Maturity Date</th>
<th>Term (Months)</th>
<th>Interest Rate</th>
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<tbody>
<tr>
<td><strong>Morton Community Bank</strong></td>
<td>Employee Health Fund</td>
<td>400,000</td>
<td>1/5/21</td>
<td>1/5/22</td>
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<td>0.25%</td>
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<td>Total for Bank</td>
<td>400,000</td>
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<tr>
<td><strong>Busey Bank</strong></td>
<td>County Health-TB Fund</td>
<td>202,862</td>
<td>7/7/21</td>
<td>1/7/22</td>
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<td>Total for Bank</td>
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<td><strong>Princeville State Bank</strong></td>
<td>Employee Health Fund</td>
<td>400,000</td>
<td>7/1/21</td>
<td>7/1/22</td>
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<td>0.25%</td>
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<td></td>
<td>County Health Fund</td>
<td>500,000</td>
<td>7/1/21</td>
<td>7/1/22</td>
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<td>0.25%</td>
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<td>Employee Health Fund</td>
<td>1,000,000</td>
<td>8/13/21</td>
<td>2/13/23</td>
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<td>Employee Health Fund</td>
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<td>12/19/20</td>
<td>12/19/21</td>
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<td><strong>Integrity Bank : Bank of Farmington</strong></td>
<td>Employee Health Fund</td>
<td>1,000,000</td>
<td>11/12/21</td>
<td>5/12/23</td>
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<td>0.45%</td>
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<td>Total for Bank</td>
<td>1,000,000</td>
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<tr>
<td><strong>Recap by Fund:</strong></td>
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<td></td>
<td></td>
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<tr>
<td><strong>030 County Health &amp; TB Fund</strong></td>
<td></td>
<td>702,862</td>
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<td><strong>081 Employee Health Fund</strong></td>
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<tr>
<td><strong>Total Certificate of Deposits</strong></td>
<td></td>
<td>3,902,862</td>
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<tr>
<td><strong>Total Banks</strong></td>
<td></td>
<td>3,902,862</td>
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<tr>
<td><strong>Difference</strong></td>
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<td>0</td>
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### Revenue Status Report

**Date:** 01/04/2022  
**Time:** 15:28:26  
**Accounting Period:** 10/21

**Selection Criteria:** All  
**Sorted By:** Fund Type, 2nd Subtotal  
**Totaled On:** Fund Type  
**Page Breaks On:** Fund Type

**Fund Type: General**

<table>
<thead>
<tr>
<th>2nd Sub-</th>
<th>Title</th>
<th>Budget</th>
<th>Period Receipts</th>
<th>Year To Date Receipts</th>
<th>Available Balance</th>
<th>YTD Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>31001</td>
<td>Property Taxes</td>
<td>7,942,750.00</td>
<td>583,906.62</td>
<td>7,824,076.09</td>
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**TIME:** 15:29:35  
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**EXPERIMENT STATUS REPORT**  
**PAGE NUMBER:** 1  
**EXP/STAIL**

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**TOTALED ON:** FUND TYPE  
**PAGE BREAKS ON:** FUND TYPE  
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**TIME:** 12:28:26

**SELECTION CRITERIA:** ALL
**ACCOUNTING PERIOD:** 10/21

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### Revenue Status Report

**Peoria County, IL**

**Selection Criteria:** All

**Accounting Period:** 10/21

**Sorted By:** Fund Type, 2nd Subtotal

**Totaled On:** Fund Type

**Page Breaks On:** Fund Type

**Fund Type - 3 Debt Service**

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<th>Title</th>
<th>Budget</th>
<th>Period Receipts</th>
<th>Receivables</th>
<th>Year To Date Receipts</th>
<th>Available Balance</th>
<th>YTD/BUD</th>
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</thead>
<tbody>
<tr>
<td>31001</td>
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<td>Miscellaneous Revenues</td>
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PEORIA COUNTY, IL
EXPENDITURE STATUS REPORT

DATE: 01/04/2022
TIME: 15:29:35

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 10/21

SORTED BY: FUND TYPE, 2ND SUBTOTAL
TOTALED ON: FUND TYPE
PAGE BREAKS ON: FUND TYPE

FUND TYPE-3 DEBT SERVICE

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<th>ENCUMBRANCES</th>
<th>YEAR TO DATE EXP</th>
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<th>YTD/BUD</th>
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**Peoria County, IL**

**Revenue Status Report**

**DATE:** 01/04/2022  
**TIME:** 15:28:26

**Selection Criteria:** All  
**Accounting Period:** 10/21

**Sorted By:** Fund Type, 2nd Subtotal  
**Totaled On:** Fund Type  
**Page Breaks On:** Fund Type

**Fund Type-4 Capital Projects**

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<th>Year To Date Receivables</th>
<th>Available Balance</th>
<th>Ytd/Bud</th>
<th>Ytd/Bud</th>
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**Available Balance:** 8,173,745.00  
**YTD/BUD:** 88.88
## Expenditure Status Report

**Date:** 01/04/2022  
**Time:** 15:29:35  
**Accounting Period:** 10/21

**Selection Criteria:** All  
**Sorted By:** Fund Type, 2nd Subtotal  
**Totaled On:** Fund Type  
**Page Breaks On:** Fund Type

**Fund Type 4: Capital Projects**

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<th>Year To Date</th>
<th>Available Balance</th>
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### Peoria County, IL
#### Revenue Status Report

**Selection Criteria:** ALL
**Accounting Period:** 10/21

**Sorted By:** Fund Type, 2nd Subtotal
**Totaled On:** Fund Type
**Page Breaks On:** Fund Type

**Fund Type: 5 Internal Service**

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<td>1,375,560.29</td>
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<td>1,070,000.00</td>
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<td>100.00</td>
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<td><strong>Total Internal Service</strong></td>
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<td>18,155,375.00</td>
<td>1,275,193.43</td>
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<td>13,403,882.50</td>
<td>4,952,492.50</td>
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### 2ND SUBTOTAL - TITLE - - - - -  BUDGET  PERIOD  ENCUMBRANCES  YEAR TO DATE  AVAILABLE  YTD/  
51030  FULL-TIME EMPLOYEES  1,600,170.00  123,543.62  0.00  1,250,286.83  349,883.17  76.13  
51032  PERSONAL SERVICES  565,050.00  16,717.71  0.00  355,918.97  209,131.03  62.99  
51240  MEDICAL/HEALTH BENEFITS  275,030.00  14,448.08  0.00  175,480.86  99,549.14  63.60  
51750  MEDICAL CLAIMS  7,459,000.00  544,237.94  0.00  4,869,287.66  2,589,712.34  65.28  
51760  PRESCRIPTION DRUGS  1,613,000.00  92,971.57  0.00  912,128.36  700,871.64  56.55  
51800  UNEMPLOYMENT CLAIMS  55,000.00  0.00  0.00  54,068.50  931.50  98.31  
51810  WORKER'S COMP CLAIMS  450,000.00  46,286.45  0.00  300,090.98  149,909.02  66.69  
52040  FOOD  750.00  0.00  0.00  237.02  512.98  31.60  
52200  COMMODITIES  351,003.00  -14,423.48  124,716.55  158,145.01  66,141.44  80.59  
53020  POSTAGE  283,000.00  69,575.31  0.00  227,725.12  55,274.88  80.47  
53046  LIABILITY CLAIMS  422,000.00  5,296.36  0.00  333,228.06  88,771.94  78.66  
53050  MEDICAL SERVICES  15,000.00  1,189.00  0.00  9,693.50  5,306.50  64.62  
53054  EXCESS INSURANCE  1,768,545.00  61,317.44  0.00  1,488,036.12  300,508.88  83.20  
53070  CONSULTANT SERVICES  363,878.00  -4,140.00  136,577.50  135,254.00  90,246.50  75.23  
53085  RECYCLING HAUL/PROCESS  .00  2,067.00  0.00  2,067.00  -2,067.00  0.00  
53999  CONFERENCES & SEMINARS  25,000.00  -600.00  0.00  25,000.00  0.00  
54601  CONTRACTUAL SERVICES  3,440,060.00  132,920.06  81,922.14  2,679,374.71  679,303.51  80.25  
55100  CAPITAL OUTLAY  137,998.00  91,196.00  46,150.00  111,161.77  180,034.23  46.63  
61000  TRANSFERS OUT  2,197,150.00  0.00  2,197,150.00  0.00  100.00  
TOTAL INTERNAL SERVICE  21,240,982.00  1,182,603.34  390,766.19  15,259,214.44  5,591,001.37  73.68
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<td>16,196.75</td>
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<td>TOTAL PEORIA COUNTY PARKING F</td>
<td>230,000.00</td>
<td>18,088.11</td>
<td>0.00</td>
<td>190,360.12</td>
<td>39,639.88</td>
<td>82.77</td>
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</table>

**TOTAL REPORT**

|          | 230,000.00 | 18,088.11 | 0.00 | 190,360.12 | 39,639.88 | 82.77 |
### Expenditure Status Report

**Period:** 10/21

**Selection Criteria:** orgn.fund='076'

**Sorted By:** Fund, 2nd Subtotal

**Totaled On:** Fund

**Page Breaks On:** Fund

**Fund: 076 Peoria County Parking Fac**

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<td>51032</td>
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<td>51250</td>
<td>Medical/Health Benefits</td>
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<td>52200</td>
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<tr>
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<td><strong>Total</strong></td>
<td><strong>Peoria County Parking Fac</strong></td>
<td><strong>170,025.00</strong></td>
<td><strong>224,621.54</strong></td>
<td>.00</td>
<td><strong>-54,596.54</strong></td>
<td><strong>132.11</strong></td>
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**Total Report:**

170,025.00 | 224,621.54 | -54,596.54 | 132.11
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<th>Auctioneer</th>
<th>Recorder/Sec of State</th>
<th>Agent</th>
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**Totals**

<p>| | | | | | | | | | | | |</p>
<table>
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<th></th>
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<td></td>
<td></td>
<td>$817.00</td>
<td>$101.00</td>
<td>0.00</td>
<td>$134.00</td>
<td>$450.00</td>
<td>0.00</td>
<td>$132.00</td>
</tr>
</tbody>
</table>

Steven Rieker-Chairperson

Jennifer Groves Allison-ViceChairperson

Eden Blair

James Fennell

Rachel Reliford

Phillip Salzer

William Watkins, Jr.

Clerk Fees $101.00

Recorder/Sec of State Fees $134.00

Total to County $367.00

**APPROVED 1/3/22 (7-0 votes)**
AGENDA BRIEFING

COMMITTEE: Finance Audit and Legislative Affairs Committee
MEETING DATE: January 4, 2022
LINE ITEM: N/A
AMOUNT: N/A

ISSUE:
Two Year Contract Extension with Koch Consultants, Ltd. to Provide Professional Technical Accounting Services

BACKGROUND/DISCUSSION:

On December 5, 2016 Koch Consultants, Ltd. was awarded the contract to provide professional technical accounting services for years 2017 through 2021. Due to the ongoing COVID-19 pandemic and with the recent approval at the May 13, 2021 Board meeting to replace the current Finance and HR system at Peoria County with a go-live date of January 1, 2023 the ability of the Finance Department to oversee a new RFP for professional technical accounting services is extremely limited at this time. The Finance Department reached out to Koch Consultants Ltd. to provide pricing for a two-year extension of the current accounting services contract, which is attached to the agenda briefing. The Finance Department is requesting approval of this extension of the external accounting services contract to ease the workload on the Finance Department during the ongoing COVID-19 pandemic and the transition to a new ERP system.

COUNTY BOARD GOALS:

Effective Service Delivery

STAFF RECOMMENDATION:

Approve a two-year extension of external auditing services with Koch Consultants, Ltd.

COMMITTEE ACTION:

Approved 1/4/22 (14-0 votes) Ms. Daley absent

PREPARED BY: Randy Brunner, Chief Financial officer
DEPARTMENT: Finance
DATE: December 16, 2021
Per your request I am providing pricing to extend the services described in our proposal dated October 14, 2016 for an additional two years. The provisions related to the services provided in that proposal would remain in place, including that we will annually provide you with an engagement letter to be signed by both parties. The services we would provide would be similar to what has been provided the last five years. Our proposed pricing is as follows:

- Calendar year ending December 31, 2022 - $132 per hour
- Calendar year ending December 31, 2023 - $136 per hour
THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your Finance, Audit and Legislative Affairs Committee does hereby recommend passage of the following resolution:

RE: Two Year Contract Extension with Koch Consultants, Ltd. to Provide Professional Technical Accounting Services

RESOLUTION

WHEREAS, Peoria County awarded a contract in December 2016 to Koch Consultants, Ltd. to provide professional technical accounting services for years 2017-2021; and

WHEREAS, the ongoing COVID-19 pandemic and the new ERP system implementation make it very difficult to produce another professional technical accounting services RFP at this time; and

WHEREAS, Koch Consultants, Ltd. has provided a proposal to extend its professional technical accounting services contract to include years 2022 and 2023; and

NOW THEREFORE BE IT RESOLVED, the County Board of Peoria County authorize the County Administrator to extend the professional technical accounting services contract with Koch Consultants, Ltd. for years 2022 and 2023 as per the pricing of the attached proposal of Koch Consultants, Ltd.

FINANCE, AUDIT AND LEGISLATIVE AFFAIRS COMMITTEE
ISSUE:

For RESOLUTION: FY2022 Budget Appropriation Transfer for County Staff reassigned from the County Auditors office.

BACKGROUND/DISCUSSION:

The County Board approved the FY22 Budget at the October 14th County Board meeting. The County Administrator’s Recommended budget reduced the County Auditor’s budget by 3 positions. A floor amendment was made by County Board Member Dillon to appropriate $87,000 in the County Administration budget and was approved as part of the FY22 Budget. The direction of the County Board was to find placement for all three County employees should they choose to accept a new position in another department as of January 1, 2022. Two of the three employees have chosen a lateral transfer to new positions.

A budget amendment in FY22 is requested to appropriate funds for two positions, one in the Coroner’s office, and one in the Juvenile Detention Center. Both positions are for a full 40 hours a week and assume health insurance benefits. The impact to the General Fund is a use of reserves in the amount of $24,400 and a net impact to the JDC Fund of $0 in FY22.

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Amount</th>
<th>Description</th>
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<tr>
<td>add: 001-1-023-3-351-51031</td>
<td>$ 42,700.00</td>
<td>Coroner: Full-Time Employees</td>
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<tr>
<td>add: 001-1-023-3-351-51241</td>
<td>$ 13,000.00</td>
<td>Coroner: Medical Health Benefits</td>
</tr>
<tr>
<td>add: 001-1-001-3-301-61048</td>
<td>$ 55,700.00</td>
<td>Transfer to JDC</td>
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<tr>
<td>less: 001-1-002-7-801-51031</td>
<td>(87,000.00)</td>
<td>County Administration Full-Time Employees</td>
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Net impact of Budget Amendment $ 24,400.00 General Fund

<table>
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<th>Account Number</th>
<th>Amount</th>
<th>Description</th>
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<td>Transfer from General Fund</td>
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<td>add: 048-2-048-3-334-51031</td>
<td>$ 42,700.00</td>
<td>JDC: Full-Time Employees</td>
</tr>
<tr>
<td>add: 048-2-048-3-334-51241</td>
<td>$ 13,000.00</td>
<td>JDC: Medical Health Benefits</td>
</tr>
</tbody>
</table>

Net impact of Budget Amendment $ - Juvenile Detention Center

COUNTY BOARD GOALS:

FINANCIAL STABILITY

STAFF RECOMMENDATION:

APPROVAL

COMMITTEE ACTION:

Approved 1/4/22 (13-0 votes) Ms. Daley absent; Ms. Pastucha absent for vote

PREPARED BY: Shauna Musselman, Assistant County Administrator and Julie Kusturin, Assistant Chief Financial Officer

DEPARTMENT: Finance

DATE: December 22, 2021
Your Finance Audit and Legislative Affairs Committee does hereby recommend passage of the following resolution:

RE: FY2022 Budget Appropriation Transfer for County Staff reassigned from the County Auditors office

RESOLUTION

WHEREAS, the County Board approved the FY22 Budget at the October 14th County Board meeting; and

WHEREAS, the County Administrator’s Recommended budget reduced the County Auditor’s budget by 3 positions; and

WHEREAS, a floor amendment was made by County Board Member Dillon to appropriate $87,000 in the County Administration budget and was approved as part of the FY22 Budget; and

WHEREAS, the direction of the County Board was to find placement for all three County employees should they choose to accept a new position in another department as of January 1, 2022; and

WHEREAS, two of the three employees have chosen a lateral transfer to new positions; and

WHEREAS, both positions are for a full 40 hours a week and assume health insurance benefits;

WHEREAS, a budget amendment with a net impact to use general fund reserves in the amount of $24,400 in FY22 is requested to appropriate funds for two positions, one in the Coroner’s office, and one in the Juvenile Detention Center; and

NOW THEREFORE BE IT RESOLVED, a budget amendment in FY22 is requested to appropriate funds for the lateral transfer of two positions, one in the Coroner’s office,
and one in the Juvenile Detention Center for the accounts and the specified amounts as shown below.

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Amount</th>
<th>Description</th>
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<tbody>
<tr>
<td>add: 001-1-023-3-351-51031</td>
<td>$ 42,700.00</td>
<td>Coroner: Full-Time Employees</td>
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<tr>
<td>add: 001-1-023-3-351-51241</td>
<td>$ 13,000.00</td>
<td>Coroner: Medical Health Benefits</td>
</tr>
<tr>
<td>add: 001-1-001-3-301-61048</td>
<td>$ 55,700.00</td>
<td>Transfer to JDC</td>
</tr>
<tr>
<td>less: 001-1-002-7-801-51031</td>
<td>$ (87,000.00)</td>
<td>County Administration Full-Time Employees</td>
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**Net impact of Budget Amendment** $ 24,400.00 General Fund

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<th>Account Number</th>
<th>Amount</th>
<th>Description</th>
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<tr>
<td>add: 048-2-048-3-334-51241</td>
<td>$ 13,000.00</td>
<td>JDC: Medical Health Benefits</td>
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**Net impact of Budget Amendment** $ Juvenile Detention Center

RESPECTFULLY SUBMITTED,

FINANCE AUDIT AND LEGISLATIVE AFFAIRS COMMITTEE
AGENDA BRIEFING

COMMITTEE: Public Safety and Justice Committee

MEETING DATE: January 4, 2022

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<td>001-1-006-1-114-54302</td>
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FOR RESOLUTION:
Appropriation for FY2021 of additional grant funds awarded to the Child Advocacy Center (CAC) of the Peoria County State’s Attorney’s Office as reimbursement for the purchase of equipment and supplies.

BACKGROUND/DISCUSSION:
The Children’s Advocacy Centers of Illinois (CACI) has awarded the CAC additional grant funds in FY2021 for the purchase of equipment and supplies. The items were purchased by the State’s Attorney’s Office and the additional grant funds need to be appropriated to the above listed line items as reimbursement.

COUNTY BOARD GOALS:

SAFE AND HEALTHY COMMUNITY

STAFF RECOMMENDATION:
To appropriate the expense to the State’s Attorney’s budget as listed above.

COMMITTEE ACTION:
Approved 1/4/22 (8-0 votes) Mr. Rosenbohm voted aye via teleconference

PREPARED BY: Linda C. Hood, Office Administrator
DEPARTMENT: State’s Attorney’s Office
DATE: November 29, 2021
TO THE HONORABLE COUNTY BOARD

COUNTY OF PEORIA, ILLINOIS

Your Public Safety and Justice Committee does hereby recommend passage of the following Resolution:

RE: Appropriation for FY2021 of additional grant funds awarded to the Child Advocacy Center (CAC) of the Peoria County State’s Attorney’s Office as reimbursement for the purchase of equipment and supplies.

RESOLUTION

WHEREAS, the Child Advocacy Center (CAC) received additional grant funds for the purchase of equipment and supplies from the Children’s Advocacy Centers of Illinois; and

WHEREAS, the Peoria County State’s Attorney’s Office purchased the equipment and supplies for the CAC;

WHEREAS, the additional grant funds need to be appropriated to the proper line items as reimbursement of the purchases by the Peoria County State’s Attorney’s Office.

NOW THEREFORE BE IT RESOLVED, by the County Board of Peoria County, that the additional grant funds be appropriated to the appropriate expenditure line items as outlined in the Agenda Briefing.

RESPECTFULLY SUBMITTED,
PUBLIC SAFETY AND JUSTICE COMMITTEE
AGENDA BRIEFING

COMMITTEE: Public Safety and Justice Committee
MEETING DATE: January 4, 2022

ISSUE: Approval of FFY2021-2023 Domestic Violence Grant with the Illinois Criminal Justice Information Authority (ICJIA)

BACKGROUND/DISCUSSION:
This grant has been used to operate the Family Justice Center (FJC) since 2004. It provides funding for two Peoria County Probation Officers to be fully dedicated to the needs of the FJC. Specifically, those officers are responsible for the community supervision of the approximate 250 individuals convicted of domestic violence in Peoria County. Additionally, there are funds for an employee at the Center for the Prevention of Abuse (CFPA) who coordinates the treatment services for all domestic offenders.

Normally, this is a recurring grant with a grant term of one calendar year. However, ICJIA recently made the decision to amend the FFY2021-2022 grant agreement to add a second year. Therefore, the grant agreement will cover January 1, 2021 through December 31, 2022. The grant award for FFY2022-FFY2023 is the same as the prior year, which is $125,048. The funding contains $93,671 for the salary/fringe of the two Adult Probation Officers. The remaining $31,377 is for the Family Violence Prevention Project Liaison through the CFPA.

No budget amendment is necessary as sufficient funding has already been requested and appropriated.

COUNTY BOARD GOALS:

STAFF RECOMMENDATION:
Approve the FY22 Domestic Violence Grant

COMMITTEE ACTION:
Approved 1/4/22 (8-0 votes) Mr. Rosenbohm voted aye via teleconference

PREPARED BY: Jennifer Shadid, Court Administration CFO
DEPARTMENT: Court Administration
DATE: December 17, 2021
### SECTION A -- FEDERAL/STATE OF ILLINOIS FUNDS

#### Revenues

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<td>Year 2</td>
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#### BUDGET SUMMARY - FEDERAL/STATE OF ILLINOIS FUNDS

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<th>Year 2 ($63,943)</th>
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<tr>
<td>2. Fringe Benefits</td>
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<td>3. Travel</td>
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<td>4. Equipment</td>
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<td>$24,215</td>
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<tr>
<td>5. Supplies</td>
<td>$26,916</td>
<td>$24,215</td>
</tr>
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</table>

16. Total Direct Costs (lines 1-15) | $125,048 | $125,048 |

17. Indirect Costs* (see below) | $200.414 |

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<thead>
<tr>
<th>Rate:</th>
<th>%</th>
<th>Base: $</th>
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</table>

18. Total Costs State Grant Funds (lines 16 and 17) | $125,048 | $125,048 |
SECTION - A (continued) Indirect Cost Rate Information
If your organization is requesting reimbursement for indirect costs on line 17 of the Budget Summary, please select one of the following options.

1) _____
   Our Organization receives direct Federal funding and currently has a Negotiated Indirect Cost Rate Agreement (NICRA) with our Federal Cognizant Agency. A copy of this agreement will be provided to the State of Illinois’ Indirect Cost Unit for review and documentation before reimbursement is allowed. This NICRA will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations.

   NOTE: (If this option is selected, please provide basic Negotiated Indirect Cost Rate Agreement information in area designated below)

Your Organization may not have a Federally Negotiated Indirect Cost Rate Agreement. Therefore, in order for your Organization to be reimbursed for Indirect Costs from the State of Illinois, your Organization must either:

   A. Negotiate an Indirect Cost Rate with the State of Illinois’ Indirect Cost Unit with guidance from your State Cognizant Agency on an annual basis.
   B. Elect to use the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois Awards.
   C. Use a Restricted Rate designated by programmatic or statutory policy. (See Notice of Funding Opportunity for Restricted Rate Programs)

2a) _____
   Our Organization currently has a Negotiated Indirect Cost Rate Agreement with the State of Illinois that will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations. Our Organization is required to submit a new Indirect Cost Rate Proposal to the Indirect Cost Unit within six (6) months after the close of each fiscal year (2 CFR 200 Appendix IV (C)(2)(c).

   NOTE: (If this option is selected, please provide basic Indirect Cost Rate information in area designated below)

2b) _____
   Our Organization currently does not have a Negotiated Indirect Cost Rate Agreement with the State of Illinois. Our Organization will submit our initial Indirect Cost Rate Proposal (ICRP) immediately after our Organization is advised that the State award will be made and, in no event, later than three (3) months after the effective date of the State award (2 CFR 200 Appendix IV (C)(2)(b). The initial ICRP will be sent to the State of Illinois’ Indirect Cost Unit.

   NOTE: (Check with your State of Illinois Agency for information regarding reimbursement of indirect costs while your proposal is being negotiated)

3) _____
   Our Organization has never received a Negotiated Indirect Cost Rate Agreement from either the Federal government or the State of Illinois and elects to charge the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois awards (2 CFR 200.414 (c)(4)(f) & (200.68).

   NOTE: (Your Organization must be eligible, see 2 CFR 200.414 (f), and submit documentation on the calculation of MTDC within your Budget Narrative under Indirect Costs)

4) _____
   For Restricted Rate Programs (check one) – Our Organization is using a restricted indirect cost rate that:
   □ Is included as a “Special Indirect Cost Rate” in our NICRA (2 CFR 200 Appendix IV (5) Or;
   □ Complies with other statutory policies (please specify):

   The Restricted Indirect Cost Rate is ________% 

5) _____
   No reimbursement of Indirect Cost is being requested. (Please consult your program office regarding possible match requirements)

Basic Negotiated Indirect Cost Rate Agreement information if Option (1) or (2a) is selected

| Period Covered by the NICRA: | 
| Approving Fed/State Agency (please specify): | 
| The Indirect Cost Rate is: ________% | 
| The Distribution Base: | 

Section A Indirect Cost Info
STATE OF ILLINOIS

Peoria County on behalf of the Peoria County Court Administration

DUNS#: 071436208
FFY18: 546-00-1744

AGENCY: Illinois Criminal Justice Information Authority

CSFA Short Description: Violence Against Women Act (VAWA) FFFY18

FFY 2021-

STATE FISCAL YEAR (S): FFY 2021-

1629-559

Grant #: 618183

Project Period: 01/01/2021 - 12/31/2022

If you are required to provide or volunteer to provide cost-sharing, matching funds, other funding or contributions to the project, these should be shown for each applicable budget category. All applicants must complete the cells highlighted in blue. The remaining cells will be automatically filled as you complete the Budget Worksheets. Eligible applicants requesting funding for only one year should complete the column under “Year 1.” Please read all instructions before completing form.

SECTION B -- MATCH FUNDS

Program Revenues

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
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<tbody>
<tr>
<td>Grantee Match Requirement: 25%</td>
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<td></td>
</tr>
<tr>
<td>(b). -Cash</td>
<td>$58,173</td>
<td>$59,370</td>
</tr>
<tr>
<td>(c). -Non-cash</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(d). Other Funding &amp; Contributions</td>
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<td></td>
</tr>
<tr>
<td>NON-STATE Funds Total</td>
<td>$58,173</td>
<td>$59,370</td>
</tr>
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</table>

BUDGET SUMMARY MATCH FUNDS

<table>
<thead>
<tr>
<th>Budget Expenditure Categories</th>
<th>Year 1</th>
<th>Year 2</th>
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<tbody>
<tr>
<td>1. Personnel (Salaries &amp; Wages) 200.430</td>
<td>$24,221</td>
<td>$24,290</td>
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<td>2. Fringe Benefits 200.431</td>
<td>$10,534</td>
<td>$11,293</td>
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<td>3. Travel 200.474</td>
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<td>4. Equipment 200.439</td>
<td>$</td>
<td>$</td>
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<td>5. Supplies 200.94</td>
<td>$</td>
<td>$</td>
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<td>6. Contractual Services (200.318) &amp; Subawards (200.92)</td>
<td>$11,530</td>
<td>$11,920</td>
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<td>7. Consultant (Professional Services) 200.459</td>
<td>$</td>
<td>$</td>
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<tr>
<td>9. Occupancy (Rent &amp; Utilities) 200.4</td>
<td>$</td>
<td>$</td>
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<tr>
<td>10. Research &amp; Development (R&amp;D) 200.87</td>
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<td>$</td>
</tr>
<tr>
<td>11. Telecommunications 200.4</td>
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<td>$</td>
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<tr>
<td>12. Training &amp; Education 200.472</td>
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<td>$</td>
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<tr>
<td>13. Direct Administrative costs</td>
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<td>$</td>
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<tr>
<td>14. Miscellaneous Costs</td>
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<td>$</td>
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<tr>
<td>15. A. Grant Exclusive Line Item(s)</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>B. Grant Exclusive Line Item(s)</td>
<td>$</td>
<td>$</td>
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<tr>
<td>16. Total Direct Costs (lines 1-15) 200.413</td>
<td>$46,285</td>
<td>$47,503</td>
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<td>17. Indirect Costs* (see below) 200.414</td>
<td>$11,888</td>
<td>$11,867</td>
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<td>Rate: 10% Base: $118,874.00</td>
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<td>$</td>
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<tr>
<td>18. Total Costs NON-ICJIA (Match) Funds (lines 16 and 17)</td>
<td>$58,173</td>
<td>$59,370</td>
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</table>
Note: Please see ICJIA Specific Instructions tab for additional information about filling out this sheet.

(2 CFR 200.415)
“By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate and that any false, fictitious, or fraudulent information or the omission of any material fact, could result in the immediate termination of my grant award(s). ”

**Implementing Agency**

<table>
<thead>
<tr>
<th>Peoria County</th>
<th>Peoria County</th>
<th>Peoria County Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Applicant Institution/Organization</td>
<td>Name of Applicant Institution/Organization</td>
<td>Institution/Organization</td>
</tr>
<tr>
<td>Signature</td>
<td>Signature</td>
<td>Signature</td>
</tr>
<tr>
<td>Nicole Bjerke</td>
<td>Andrew A. Rand</td>
<td>Honorable Paul P. Gilfillan</td>
</tr>
<tr>
<td>Name of Official</td>
<td>Name of Official</td>
<td>Name of Official</td>
</tr>
<tr>
<td>Peoria County Treasurer</td>
<td>Peoria County Board Chairman</td>
<td>Chief Judge- Tenth Circuit Court</td>
</tr>
<tr>
<td>Title</td>
<td>Title</td>
<td>Title</td>
</tr>
<tr>
<td>Chief Financial Officer (or equivalent)</td>
<td>Executive Director (or equivalent)</td>
<td>Executive Director (or equivalent)</td>
</tr>
<tr>
<td>Date of Signature</td>
<td>Date of Signature</td>
<td>Date of Signature</td>
</tr>
</tbody>
</table>

**Program Agency**

Note: The State awarding agency may change required signers based on the grantee’s organizational structure. The required signers must have the authority to enter into contractual agreements on behalf of the organization.
**FFATA Data Collection Form** (See instructions below to determine if this form needs to be completed)

Under FFATA, any implementing agency that receives $25,000 or more from federal funds for this award must provide the following information for federal reporting. Please fill out the following form accurately and completely. To confirm whether federal funds are part of this award, please refer to the CFDA number on the Notice of Funding Opportunity. If there is no CFDA number, then this award does not include federal funds.

<table>
<thead>
<tr>
<th>Grantee (or Subgrantee) DUNS:</th>
<th>071436208</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grantee (or Subgrantee) Name:</td>
<td>Peoria, County of</td>
</tr>
<tr>
<td>Grantee (or Subgrantee) DBA:</td>
<td>Peoria County Court Administration</td>
</tr>
<tr>
<td>Grantee (or Subgrantee) Address:</td>
<td>324 Main St, Room 215</td>
</tr>
<tr>
<td>City:</td>
<td>Peoria</td>
</tr>
</tbody>
</table>

Grantee (or Subgrantee) Principal Place of Performance:

| City: | Peoria | State: | IL | Zip+4: | 61602-2302 | Congressional District: | 17 |

| Grant #: | 618183 | Award Amount: | $125,048 | Project Period: | 01/01/2021 - 12/31/2022 |

**State of Illinois Awarding Agency:** Illinois Criminal Justice Information Authority

**CSFA Short Description:** Violence Against Women Act (VAWA) FFY18

Under certain circumstances, grantee (or subgrantee) must provide names and total compensation of its top 5 highly compensated officials. Please answer the following two questions and follow the instructions:

**Q1.** In your business or organization’s previous fiscal year, did your business or organization (including parent organization, all branches and all affiliates worldwide) receive (1) 80% or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements and (2) $25,000,000 or more in annual gross revenue from U.S. federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements?

- Yes [ ] If yes, must answer Q2 below.
- No [x] If no, you are not required to provide data.

**Q2.** Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Security Exchange Act of 1934 (5 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue code of 1986 (i.e., on IRS Form 990)?

- Yes [x] If yes, you are not required to provide data.
- No [ ] If no, you must provide the data. Please fill out the rest of this form.

**Please provide names and total compensation of the top five officials:**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Amount:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Amount:</td>
</tr>
<tr>
<td>Name:</td>
<td>Amount:</td>
</tr>
<tr>
<td>Name:</td>
<td>Amount:</td>
</tr>
</tbody>
</table>

**EEATA Form**
**Section C - Budget Worksheet & Narrative**

1. **Personnel (Salaries & Wages) (2 CFR 200.430)** – List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

Note: Please see ICJIA Specific Instructions tab for additional information for completing this section.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Year</th>
<th>Salary or Wage</th>
<th>Basis (Yr./Mo./Hr.)</th>
<th>% of Time</th>
<th>Quantity (based on Yr/Mo/Hr)</th>
<th>Federal/State Amount</th>
<th>Match</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>YEAR 1</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Haylee Griffith</td>
<td>Probation Officer 1</td>
<td>$45,158</td>
<td>Year</td>
<td>100.00%</td>
<td>1.00</td>
<td>$32,940</td>
<td>$12,218</td>
<td>$45,158</td>
<td></td>
</tr>
<tr>
<td>Desirae Jackson</td>
<td>Probation Officer 2</td>
<td>$44,458</td>
<td>Year</td>
<td>100.00%</td>
<td>1.00</td>
<td>$32,455</td>
<td>$12,003</td>
<td>$44,458</td>
<td></td>
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<tr>
<td><strong>YEAR 2</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Zach Stewart</td>
<td>Probation Officer 1</td>
<td>$44,800</td>
<td>Year</td>
<td>100.00%</td>
<td>1.00</td>
<td>$32,467</td>
<td>$12,333</td>
<td>$44,800</td>
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<tr>
<td>Vacant</td>
<td>Probation Officer 2</td>
<td>$43,433</td>
<td>Year</td>
<td>100.00%</td>
<td>1.00</td>
<td>$31,476</td>
<td>$11,957</td>
<td>$43,433</td>
<td></td>
</tr>
</tbody>
</table>

**Total** $129,338 $48,511.00 $177,849.00

**Personnel Narrative: YEAR 1**

*Probation Officers 1 & 2 - Each officer's time is dedicated to the Peoria County MDT DV program. Each officer's salary is requested at 73% with the remaining of their salary going to the match portion.

*Duties of the probation officers are full supervision responsibilities of the domestic offenders assigned to probation in Peoria County. These include meeting with the clients in the probation office. During this time the Probation Officer conducts a risk assessment for recidivism with each offender. Based on that risk assessment the officer will refer the offender for treatment and as indicated by the risk assessment. Probation completes a domestic violence risk assessment (ODARA) and a general risk assessment for all other areas. The probation officers conduct home visits to the offenders home. The probation officer will follow up with all treatment or referral agencies to verify the offender is attending and completing the required services. Further the officer monitors all other court ordered conditions which may include drug/alcohol monitoring, GPS monitoring, community service, motivational interviewing and no contact restrictions.*

**YEAR 2**

*Probation Officers 1 & 2 - Each officer's time is dedicated to the Peoria County MDT DV program. Each officer's salary is requested at 72.47% with the remaining of their salary going to the match portion.*

*Section C1 - Personnel*
Duties of the probation officers are full supervision responsibilities of the domestic offenders assigned to probation in Peoria County. These include meeting with the clients in the probation office. During this time the Probation Officer conducts a risk assessment for recidivism with each offender. Based on that risk assessment the officer will refer the offender for treatment and as indicated by the risk assessment. Probation completes a domestic violence risk assessment (ODARA) and a general risk assessment for all other areas. The probation officers conduct home visits to the offenders home. The probation officer will follow up with all treatment or referral agencies to verify the offender is attending and completing the required services. Further the officer monitors all other court ordered conditions which may include drug/alcohol monitoring, GPS monitoring, community service, motivational interviewing and no contact restrictions.
Section C - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)—Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the name of the fringe benefit (i.e., Retirement, Insurance, Worker's Comp, etc), the fringe benefit rate, and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

Note: Please see ICJIA Specific Instructions tab for additional information for completing this section.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Calculated Salary</th>
<th>FICA</th>
<th>IMRF</th>
<th>Other (Please specify)</th>
<th>Other (Please specify)</th>
<th>Other (Please specify)</th>
<th>Flat Rate Fringe (If applicable)</th>
<th>Federal/State Amount</th>
<th>Match</th>
<th>Total Cost</th>
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</thead>
<tbody>
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<td></td>
<td></td>
<td>$45,158</td>
<td>$3,453</td>
<td>$4,344</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$6,964</td>
<td>-</td>
<td>$10,777</td>
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<tr>
<td>Haylee Griffith</td>
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<td>$45,158</td>
<td>$3,453</td>
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<td>$44,458</td>
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<td>Probation Officer 2</td>
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<td>$14,074</td>
<td>-</td>
<td>$14,074</td>
</tr>
</tbody>
</table>

Fringe Narrative:

Year 1
Probation Officer 1 - FICA is the federal rate for Social Security and Medicare ($45,158 * 0.0765) = $3,455. IMRF is the County rate ($45,158 * .0962) = $4,344.00 and Medical/Health benefits is the County's contribution for the health insurance coverage chosen by the employee = $6,964. This totals $14,763.00. 73% is requested ($14,763.00 * 73%) = $10,777. Probation Officer 2 is the federal rate for Social Security and Medicare ($44,458 * 0.0765) = $3,401. IMRF is the County rate ($44,458 * .0962) = $4,277 and Medical/Health benefits is the County's contribution for the health insurance coverage chosen by the employee = $16,572. This totals $24,250. 73% is requested ($24,250 * 73%) = $17,702.

Year 2
Probation Officer 1 - FICA is the federal rate for Social Security and Medicare ($44,800 * 0.0765) = $3,427. IMRF is the County rate ($44,800 * .0962) = $4,277 and Medical/Health benefits is the County's contribution for the health insurance coverage chosen by the employee = $14,074. This totals $24,074. 73% is requested ($24,074 * 73%) = $17,703.

Probation Officer 2 - FICA is the federal rate for Social Security and Medicare ($43,433 * 0.0765) = $3,323. IMRF is the County rate ($43,433 * .0962) = $3,014 and Medical/Health benefits is the County's estimated contribution for the health insurance coverage chosen by the employee = $14,074. This totals $20,411. 72.47% is requested ($20,411 * 72.47%) = $14,936.
### Section C - Budget Worksheet & Narrative

3. **Travel** (2 CFR 200.474) -- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. **NOTE:** Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the contractual category along with the consultant’s fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the “Miscellaneous” category.

Column G ("Basis") defines the quantity being measured. For example, if your expense is two nights in a hotel, the basis is "Nights." If the expense is 300 miles, the basis is "Miles."

**Note:** Please see ICJIA Specific Instructions tab for additional information for completing this section.

<table>
<thead>
<tr>
<th>Purpose of Travel (brief description)</th>
<th>Location</th>
<th>Computation</th>
<th>Federal/State Amount</th>
<th>Match</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Items</td>
<td>Cost Rate</td>
<td>Quantity</td>
<td>Basis</td>
<td># Staff</td>
<td># of Trips</td>
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<tr>
<td>n/a</td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total** $ - $ - $ - $ -

**Travel Narrative:**

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**Section C3 - Travel**
### Section C - Budget Worksheet & Narrative

4). **Equipment** *(2 CFR 200.439)* -- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. *(Note: Organization's own capitalization policy for classification of equipment can be used)*. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Note: Please see ICJIA Specific Instructions tab for additional information for completing this section.

<table>
<thead>
<tr>
<th>Item</th>
<th>Computation</th>
<th>Federal/State Amount</th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Quantity</td>
<td>Cost</td>
<td>Pro-Rated Share (Put 100% if cost is not pro-rated)</td>
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<tr>
<td>n/a</td>
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</table>

**Total** $ - $ - $ - $ -

Equipment Narrative:

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*Section C4 - Equipment*
## Section C - Budget Worksheet & Narrative

5). **Supplies (2 CFR 200.94)** -- List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

### Notes:
- Please see ICJIA Specific Instructions tab for additional information for completing this section.

### Table: Supplies Computation

<table>
<thead>
<tr>
<th>Supply Items</th>
<th>Computation</th>
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</tbody>
</table>

**Total** $ - $ - $ - $ -

### Supplies Narrative:

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## Section C - Budget Worksheet & Narrative

6). **Contractual Services** (2 CFR 200.318) & **Subawards** (200.92) — Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. Federal rules require a separate justification must be provided for sole source contracts in excess of $150,000 (See 2 CFR 200.88). However, ICJIA has additional requirements for sole source contracts of other amounts. The applicant must contact the ICJIA grant monitor or program administrator for additional information. This budget category may include **subawards**. Provide separate budgets for each subaward or contract, regardless of the dollar value and indicate the basis for the cost estimates in the narrative. Describe products or services to be obtained and indicate the applicability or necessity of each to the project.

*Please also note the differences between subaward, contract, and contractor (vendor):*

1) Subaward (200.92) means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal/State award, including a portion of the scope of work or objectives. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal/State program.

2) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.

3) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides services in support of the project activities. This can include utilities, leases, computing costs, audit costs, and similar types of costs.

Note: Please see ICJIA Specific Instructions tab for additional information for completing this section.

<table>
<thead>
<tr>
<th>Description</th>
<th>Computation</th>
<th>Federal/State Amount</th>
<th>Match</th>
<th>Total Cost</th>
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<tbody>
<tr>
<td><strong>YEAR 1</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FVIP Salary</td>
<td>$ 31,283.00</td>
<td>Year 1</td>
<td>100.00%</td>
<td>$ 22,837</td>
</tr>
<tr>
<td>FVIP Fringe</td>
<td>$ 11,421.00</td>
<td>Year 1</td>
<td>100.00%</td>
<td>$ 8,337</td>
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<tr>
<td><strong>Budget Amendment</strong></td>
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<td>$ 1,000</td>
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<tr>
<td><strong>YEAR 2</strong></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>FVIP Salary</td>
<td>$ 31,907.00</td>
<td>Year 1</td>
<td>100.00%</td>
<td>$ 23,123</td>
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<tr>
<td>FVIP Fringe</td>
<td>$ 11,390.00</td>
<td>Year 1</td>
<td>100.00%</td>
<td>$ 8,254</td>
</tr>
</tbody>
</table>

**Total** $63,551 $23,450 $87,001

Contractual Narrative: **YEAR 1**

- FVIP Liaison is an employee of the Center for the Prevention of Abuse and the salary of the position is $31,283.00 and fringe benefits are $11,421.00. The Liaison is assigned 100% of her time to the Peoria County Domestic Violence MDT. The Liaison is responsible to monitor and assess all domestic offender and connect to domestic violence counseling. The Liaison also completes intake screenings for all DV offenders after sentencing and prior to enrollment in to DV counseling. The Center for the Prevention of Abuse is an approved PAIP provider and provides domestic violence counseling to offenders. The Liaison also monitors the progress of all offenders and reports the progress to the Probation...
Year 2

- FVIP Liaison is an employee of The Center for Prevention of Abuse and the salary of the position is $31,907 and fringe benefits are $11,390. The Liaison is assigned 100% of her time to the Peoria County Domestic Violence MDT. The Liaison is responsible to monitor and assess all domestic offender and connect to domestic violence counseling. The Liaison also completes intake screenings for all DV offenders after sentencing and prior to enrollment into DV counseling. The Center for Prevention of Abuse is an approved PAIP provider and provides domestic violence counseling to offenders. The Liaison also monitors the progress of all offenders and reports the progress to the Probation Officers. The Liaison also attends regular DV-MDT meetings. Funds requested will support 72.47% of salary ($31,907) - $23,123 and 72.47% of the fringes ($11,390) - $8,254 for a total of $31,377. The fringe expenses comprise the following: FICA (7.65% of $31,907) - $2,441; WC (0.95% of $31,907) - $303; Life/STD Insurance (1% of $31,907) - $319; Medical/Dental/Vision (flat rate) $7,370; retirement (3% of $31,907) - $957 for a total fringe amount of $11,390 x 72.47% = $8,254. Total Funds Requested = $31,377.
### Section C - Budget Worksheet & Narrative

16. **Indirect Cost** (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

**Note:** Please see ICJIA Specific Instructions tab for additional information for completing this section.

<table>
<thead>
<tr>
<th>Description</th>
<th>Computation</th>
<th>Federal/State Amount</th>
<th>Match</th>
<th>Total Cost</th>
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<tbody>
<tr>
<td><strong>Personnel</strong></td>
<td>$65,395</td>
<td>$6,540</td>
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<tr>
<td>Fringe</td>
<td>$28,480</td>
<td>$2,848</td>
<td>$2,848</td>
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<tr>
<td>Contractual</td>
<td>$25,000</td>
<td>$2,500</td>
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**YEAR 2**

<table>
<thead>
<tr>
<th>Description</th>
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<th>Match</th>
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<td>Personnel</td>
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<tr>
<td>Fringe</td>
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<td>$2,973</td>
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<tr>
<td>Contractual</td>
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<td>$2,500</td>
<td>$2,500</td>
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</table>

Indirect Cost Narrative: YEAR 1

Indirect cost of 10% (de minimis rate) applied to Personnel ($65,395.00) $6,540.00, Fringe ($28,480.00) $2,848.00 and Contractual ($25,000.00) $2,500 for a total base of $118,875.00. Indirect costs will cover portions of fiscal and administrative personnel costs and contractual.

Indirect Cost Narrative: YEAR 2

Indirect cost of 10% (de minimis rate) applied to Personnel ($63,943) $6,394.00, Fringe ($29,728.00) $2,973.00 and Contractual ($25,000.00) $2,500 for a total base of $118,671. Indirect costs will cover portions of fiscal and administrative personnel costs and contractual.

This is to certify that I have reviewed the indirect cost rate proposal and grant agreement budget, and to the best of my knowledge and belief:

1. The costs included in the proposal to establish the final indirect costs rate for this project period are not listed in the budget as a direct cost.
2. The indirect costs charged to this grant agreement are not included as direct costs in a different grant agreement with the Criminal Justice Information Authority (Authority) or any other grantor.
3. The direct costs listed in this budget are not charged as indirect costs in a different grant agreement with the Authority or any other grantor.

Violation of this certification may result in a range of penalties, including suspension of funds under this program, termination of this agreement, suspension or debarment from receiving future grants, recoupment of monies provided under this grant, and all remedies allowed under the Illinois Grant Recovery Act (30 ILCS 708/1 et seq.)

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County of Peoria  
Institution/Organization

Signature

Nicole Bjerke

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County of Peoria  
Institution/Organization

Signature

Andrew Rand
<table>
<thead>
<tr>
<th>Title</th>
<th>Date of Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Financial Officer (or equivalent)</td>
<td></td>
</tr>
<tr>
<td>Executive Director (or equivalent)</td>
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</table>

**Section C7 - Indirect Costs**
**Section C - Budget Worksheet & Narrative**

Budget Summary--When you have completed the budget worksheet, transfer the totals for each category to the spaces below to the uniform template provided (SECTION A & B). Verify the total costs and the total project costs. Indicate the amount of State requested funds and the amount of non-State funds that will support the project.

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Federal/State Amount</th>
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<td>1. Personnel</td>
<td>$129,338</td>
<td>$48,511</td>
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<td>2. Fringe Benefits</td>
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<td>$21,827</td>
<td>$79,034</td>
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<tr>
<td>3. Travel</td>
<td>-$</td>
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</tr>
<tr>
<td>4. Equipment</td>
<td>-$</td>
<td>-$</td>
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</tr>
<tr>
<td>5. Supplies</td>
<td>-$</td>
<td>-$</td>
<td>-$</td>
</tr>
<tr>
<td>6. Contractual Services</td>
<td>$63,551</td>
<td>$23,450</td>
<td>$87,001</td>
</tr>
<tr>
<td><strong>TOTAL PROJECT COSTS</strong></td>
<td>$250,096</td>
<td>$117,543</td>
<td>$367,639</td>
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## FOR ICJIA USE ONLY

### Final Budget Amount Approval

<table>
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<th>Final Total Budget Amount</th>
<th>ICJIA Program Staff Name</th>
<th>ICJIA Program Staff Signature</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Sarah Anguiano</td>
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<th>ICJIA Fiscal &amp; Administrative Signature</th>
<th>Date</th>
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<tbody>
<tr>
<td></td>
<td>Jesse Tapia</td>
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### Budget Revision Amount Approval

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<th>Final Total Award Amount (if different)</th>
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<th>ICJIA Fiscal &amp; Administrative Signature</th>
<th>Date</th>
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## §200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.
Section A – Budget Summary
FEDERAL/STATE FUNDS

All applicants must complete Section A and provide a break-down by all applicable budget categories. Please read all instructions before completing form.

FEDERAL/STATE GRANT FUNDS

Provide a total requested ICJIA Grant amount for each year in the Revenue portion of Section A. The amount entered in Line (a) will equal the total amount budgeted on Line 18 of Section A.

BUDGET SUMMARY – FEDERAL/STATE FUNDS

All applicants must complete Section A and provide a break-down by the applicable budget categories.

For each project year for which funding is requested, show the total amount requested for each applicable budget category.

Please see detail worksheet and narrative section for further descriptions and explanations of budgetary line items.

Section A - Indirect Cost Information: (This information should be completed by the applicant’s Business Office) . If the applicant is requesting reimbursement for indirect costs on line 17, the applicant’s Business Office must select one of the options listed on the Indirect Cost Information page under Section-A Indirect Cost Information (1-4).

Option (1): The applicant has a Negotiated Indirect Cost Rate Agreement (NICRA) that was approved by the Federal government. A copy of this agreement must be provided to the State of Illinois’ Indirect Cost Unit for review and documentation. This NICRA will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations. If this option is selected by the applicant, basic information is required for completion of this section. See bottom of “Section-A Indirect Cost Information”

NOTE: The applicant may not have a Federally Negotiated Indirect Cost Rate Agreement. Therefore, in order for the applicant to be reimbursed for Indirect Costs from the State of Illinois the applicant must either:

A) Negotiate an Indirect Cost Rate with the State of Illinois’ Indirect Cost Unit with guidance from our State Cognizant Agency on an annual basis.

B) Elect to use the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois Awards.

C) Use a Restricted Rate designated by programmatic statutory policy. (See Notice of Funding Opportunity for Restricted Rate Programs)

Option (2a): The applicant currently has a Negotiated Indirect Cost Rate Agreement with the State of Illinois that will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations. The applicant is required to submit a new Indirect Cost Rate Proposal to the Indirect Cost Unit within six (6) months after the close of each fiscal year (2 CFR 200 Appendix IV (C)(2)(c). Note: If this option is selected by the applicant, basic information is required for completion of this section. See bottom of “Section-A Indirect Cost Information”

OR

Option (2b): The applicant currently does not have a Negotiated Indirect Cost Rate Agreement with the State of Illinois. The applicant must submit its initial Indirect Cost Rate Proposal (ICRP) immediately after the applicant is advised that the State award will be made and, in no event, later than three (3) months after the effective date of the State award (2 CFR 200 Appendix IV (C)(2)(b). The initial ICRP will be sent to the State of Illinois’ Indirect Cost Unit. Note: The applicant should check with the State of Illinois awarding Agency for information regarding reimbursement of indirect costs while its proposal is being negotiated

Budget Instructions (General)
Option (3): The applicant elects to charge the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois awards (2 CFR 200.414 (c)(4)(f) & (200.68).

Note: The applicant must be eligible, see 2 CFR 200.414 (f), and submit documentation on the calculation of MTDC within your Budget Narrative under Indirect Costs. Note the applicant may only use the 10 percent de minimis rate if the applicant does not have an Approved Indirect Cost Rate Agreement. The applicant may not use the de minimis rate if it is a Local government, or if your grant is funded under a training rate or restricted rate program.

Option (4): If you are applying for a grant under a Restricted Rate Program, indicate whether you are using a restricted indirect cost rate that is included on your approved Indirect Cost Rate Agreement, or whether you are using a restricted indirect cost rate that complies with statutory or programmatic policies. Note: See Notice of State Award for Restricted Rate Programs

Section B - Budget Summary

MATCH FUNDS

MATCH FUNDS: If the applicant is required to provide or volunteers to provide cost-sharing or matching funds or other non-ICJIA resources to the project, the applicant must provide a revenue breakdown of all Match funds in lines (b)-(d). the total of “Match Funds” should equal the amount budgeted on Line 18 of Section B. If a match percentage is required, the amount should be entered in this section.

BUDGET SUMMARY – MATCH FUNDS

If the applicant is required to provide or volunteers to provide cost-sharing or matching funds or other match resources to the project, these costs should be shown for each applicable budget category of Section B.

For each applicable budget category for which matching funds are provided, show the total contribution. Only use those categories that are visible.

Please see detail worksheet and narrative section for further descriptions and explanations of budgetary line items

Section C - Budget Worksheet & Narrative

[Attach separate sheet(s)]

Pay attention to applicable ICJIA-specific instructions.

All applicants are required to submit a budget narrative along with Section A and Section B. The budget narrative is sometimes referred to as the budget justification. The narrative serves two purposes: it explains how the costs were estimated and it justifies the need for the cost. The narrative may include tables for clarification purposes. The State of Illinois recommends using the State of Illinois Uniform Budget Template worksheet and narrative guide provided.

1. Provide an itemized budget breakdown, and justification by project year, for each budget category listed in Sections A and B.

2. For match funds or resources listed in Section B that are used to meet a cost-sharing or matching requirement or provided as a voluntary cost-sharing or matching commitment, you must include:

   a. The specific costs or contributions by budget category;
   b. The source of the costs or contributions; and
   c. In the case of third-party in-kind contributions, a description of how the value was determined for the donated or contributed goods or services.

Budget Instructions (General)
[Please review cost sharing and matching regulations found in 2 CFR 200.306.]

3. If applicable to this program, provide the rate and base on which fringe benefits are calculated.

4. If the applicant is requesting reimbursement for indirect costs on line 17, this information should be completed by the applicant’s Business Office. Specify the estimated amount of the base to which the indirect cost rate is applied and the total indirect expense. Depending on the grant program to which the applicant is applying and/or the applicant’s approved Indirect Cost Rate Agreement, some direct cost budget categories in the applicant’s grant application budget may not be included in the base and multiplied by your indirect cost rate. Please indicate which costs are included and which costs are excluded from the base to which the indirect cost rate is applied.

5. Provide other explanations or comments you deem necessary.

Keep in mind the following—

Although the degree of specificity of any budget will vary depending on the nature of the project and State of Illinois agency requirements, a complete, well-thought-out budget serves to reinforce your credibility and increase the likelihood of your proposal being funded.

• A well-prepared budget should be reasonable and demonstrate that the funds being asked for will be used wisely.
• The budget should be as concrete and specific as possible in its estimates. Make every effort to be realistic, to estimate costs accurately.
• The budget format should be as clear as possible. It should begin with a budget narrative, which you should write after the entire budget has been prepared.
• Each section of the budget should be in outline form, listing line items under major headings and subheadings.
• Each of the major components should be subtotaled with a grand total at the end.

Your budget should justify all expenses and be consistent with the program narrative:
• Salaries should be comparable to those within the applicant organization.
• If new staff is being hired, additional space and equipment are considered, as necessary.
• If the budget lists an equipment purchase, it is the type allowed by the agency.
• If additional space is rented, the increase in insurance is supported.
• If an indirect cost rate applies to the proposal, the division between direct and indirect costs is not in conflict, and the aggregate budget totals refer directly to the approved formula. Indirect costs are costs that are not readily assignable to a particular project, but are necessary to the operation of the organization and the performance of the project (like the cost of operating and maintaining facilities, depreciation, and administrative salaries).

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Budget Instructions (General)
I. Section A: Federal/State funds are those that come from ICJIA as part of a NOFO or continuation. The Implementing Agency is the entity that will be responsible for managing the agreement. Please complete all cells in blue. If indirect costs are being included in the budget, don't forget to include the Rate and Base in the left column. The following information can be found on the GATA website or on the Uniform Notice of Funding Opportunity (NOFO): NOFO ID; CFSA Number; CFSA Short Description; State Fiscal Year(s) and Project Period. If this is a continuation grant, please enter the grant number.

II. Section A - Indirect Costs: One of the following must be checked: Item 1; 2a or 2b; 3, 4, or 5. If Option 1 or 2a is selected, then the box at the bottom of the page must be filled out.

III. Section B: All required match must be included. If you are including additional match (overmatch), do not separate required match from overmatch. Those amounts should be combined together. If match is being included in your budget, please complete all cells in blue. If indirect costs will be paid by matching funds, include the Rate and Base in the left column.

IV. Applicant Certification: The Implementing Agency (and Program Agency, if different from the Implementing Agency), must complete this form at the time the grant agreement is signed.

V. FFATA Form: This should only be filled out if the source of ICJIA funds is federal (ie JAG, VOCA, VAWA, etc.) AND if the implementing agency receives $25,000 or more in federal funds. To confirm whether federal funds are part of this award, please refer to the CFDA number on the Uniform Notice for Funding Opportunity (NOFO). If there is a CFDA number, then this award includes federal funds.

VI. Section C1- Personnel:
A) If a cost of living increase is anticipated, please reflect the adjusted salary in one line item. In the justification, please state that the salary reflects a cost of living increase and provide the amount/length of time of the initial salary and amount/length of time of the final salary.
B) If you are budgeting for overtime, please put the overtime amount on the bottom row. In the justification, please state how the overtime amount has been calculated.
C) Quantity of time will depend on the basis selected.

VII. Section C2 - Fringe:
A) If additional staff were added to the Personnel tab, please make sure they are also added here. Check the totals to make sure that all additional personnel are included. Fringe should include both the ICJIA and match amounts.
B) If a personnel's salary is prorated, then the flat rate fringe must also be prorated.
C) Please enter the percentages for retirement, insurance (include health, dental and life) and workman's comp. If there are other fringe benefits, please enter what the benefit is and the percentage.
D) Column M has been provided for any flat rate fringe benefits. Please enter the dollar amount in Column M. The narrative should provide sufficient detail that ICJIA understands how the flat rate fringe benefits were calculated.

VIII. Section C3 - Travel:
A) This page is to be used for all travel costs - both daily and out of town. Please put similarly purposed trips together. For example - daily mileage reimbursement costs can all be on one line item and daily parking costs on the next line item. Out of town trips should also be listed together. For example, if you will attend two conferences, please put costs associated with the first conference together, and then put costs associated with the second conference together.
B) Travel expenses can not exceed the State of Illinois rates (or your agency's rate, whichever is lower). Mileage, per diem, and lodging rates can be found here: https://www.illinois.gov/cms/Employees/travel/Pages/TravelReimbursement.aspx (copy and paste this address into a web browser).
IX. Section C4 - Equipment:
A) All equipment must be purchased no later than 90 days after the start of the grant, unless otherwise approved by your ICJIA grant monitor.
B) Equipment must be pro-rated if the piece of equipment will be used for any purpose other than the grant program.

X. Section C5 - Supplies: Please list all supplies/commodities in this section.

XI. Section C6 - Contractual Services: Pro-rated Share - Certain contractual costs must be pro-rated to determine how much can be applied to the grant program. For example, telephone costs would be proportional to the number of FTEs on the grant funded program divided by the total number of FTE employees in the office. Utility or rent costs would be proportional to the space occupied by the grant funded program divided by the total space.

XII. Section C16 - Indirect Costs:
A) If a federally-approved or state-approved indirect cost rate is being included, please provide the letter showing the approved indirect cost rate.
B) If any indirect cost rate is being included (de minimus, federally approved or state approved), the certification must be signed at the time the grant agreement is signed.

XIII. Summary: Please make sure the amounts on this page are the same as the amounts on each of the Budget Worksheet and Narrative tabs.

XIX. Agency Approval: Do not complete this form - this will be filled out by ICJIA.
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your Public Safety and Justice Committee does hereby recommend passage of the following Resolution:

RE: Approval of FFY2021-2023 Domestic Violence Grant with the Illinois Criminal Justice Information Authority (ICJIA)

RESOLUTION

WHEREAS, the Tenth Judicial Circuit applied for a FFY2022-2023 Domestic Violence Grant from the Illinois Criminal Justice Information Authority (ICJIA) to operate the Family Justice Center (FJC); and

WHEREAS, the County of Peoria acts as fiscal agent for the Tenth Judicial Circuit; and

WHEREAS, the Tenth Judicial Circuit currently has a FFY2021-2022 Domestic Violence Grant with ICJIA; and

WHEREAS the Tenth Judicial Circuit received notification the existing FFY2021-2022 grant agreement was being amended to include FFY2022-2023 as well, for the entire term of January 1, 2021 through December 31, 2022; and

WHEREAS, the amount added by the amendment is One Hundred Twenty Five Thousand Forty-Eight dollars ($125,048.00); and

WHEREAS, the funds will be used for two Probation officers and contractual services provided by the Center for the Prevention of Abuse.

NOW THEREFORE BE IT RESOLVED, by the County Board of Peoria County, that it will approve the FFY2021-2023 Domestic Violence Grant from ICJIA.

RESPECTFULLY SUBMITTED,
Public Safety and Justice Committee

Date: January 4, 2022
ISSUE:

Approval and Appropriation of a FY22 budget amendment for the Mental and Medical services contract with Advanced Correctional Healthcare (ACH).

BACKGROUND/DISCUSSION:

The County issued RFP #12-01-21 on July 21, 2021 for mental and medical health services in the Peoria County Jail and the Juvenile Detention Center (JDC). On September 1, 2021, two (2) responses were received: one from Wellpath and the other from ACH. On October 26, 2021, this committee recommended the County Board approve ACH as the vendor for both the Jail and the JDC. On November 11, 2021, the County Board authorized the County Administrator to execute separate contracts for the Jail and the JDC for mental and medical healthcare services with ACH for an initial 3-Year Term.

To submit the FY22 budget requests by the deadline, the cost for mental and medical health services was estimated to be $375,000. However, the actual FY22 cost for the selected vendor, ACH, will be $448,559, which is $73,559 more than was budgeted. Therefore, a FY22 budget amendment is requested.

COUNTY BOARD GOALS:

HIGH QUALITY PUBLIC FACILITIES

STAFF RECOMMENDATION:
Approve the FY22 budget amendment for JDC totaling $73,559.

COMMITTEE ACTION:

Approved 1/4/22 (8-0 votes) Mr. Rosenbohm voted aye via teleconference

PREPARED BY: Brian Brown, Superintendent
DEPARTMENT: Juvenile Detention Center
DATE: December 16, 2021
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your Public Safety and Justice Committee does hereby recommend passage of the following Resolution:

RE: Approval and Appropriation of a FY22 budget amendment for the Mental and Medical services contract with Advanced Correctional Healthcare (ACH).

RESOLUTION

WHEREAS, on November 11, 2021, the County Board of Peoria County awarded the bid for mental and medical services to ACH and authorized the County Administrator, with the approval of SAO, to execute the necessary documents for this contract, and

WHEREAS, your committee acknowledged both bids received were higher than the amount previously estimated and approved as the FY22 budget for JDC’s mental and medical health services, thereby informing the Board of a potential future budget amendment request, and

WHEREAS, the negotiated contract resulted in FY22 costs of $448,559, which are $73,559 more than was budgeted, and

WHEREAS, your Committee recommends a Budget Amendment to the following line item in JDC’s FY22 budget: 048-2-048-3-334-53051—$73,559.

NOW THEREFORE BE IT RESOLVED, the County Board of Peoria County hereby approves a budget appropriation of $73,559 to JDC’s FY22 budget for the mental and medical health services contract with ACH.

RESPECTFULLY SUBMITTED,

Public Safety and Justice Committee
Date: January 4, 2022
AGENDA BRIEFING

COMMITTEE: County Operations
MEETING DATE: January 3, 2022
LINE ITEMS: 026-1-026-3-228-36050
AMOUNT: $28,402.00

ISSUE: Authorization to accept $28,402.00 in grant money awarded for canine enrichment and housing improvement programs into PCAPS FY 2022 fund 026-1-026-3-228-36050 and to appropriate $23,402 of these funds into the PCAPS fund 026-1-026-3-228-52352 (non capital equipment) and $5,000 of these funds in the PCAPS fund 026-1-026-3-228-54402 (educational training).

BACKGROUND/DISCUSSION:
PCAPS has been selected to receive a grant in the amount of $28,402.00 for the purposes of canine enrichment and housing improvement programs from Best Friends Animal Society. These funds are to be used to remodel the dog adoption kennels to include shift gates, to remodel the outside kennel runs to include space necessary for canine playgroups, and to implement training from the national organization “Dogs Playing for Life” regarding canine playgroups. This program will decrease the stress on the canine population within the shelter and thereby increase live animal release rates.

COUNTY BOARD GOALS:

SAFE AND HEALTHY COMMUNITY
HIGH PERFORMING PUBLIC ORGANIZATION

STAFF RECOMMENDATION:

Approval

COMMITTEE ACTION:
Approved 1/4/22 (5-0 votes) Ms. Pastucha voted aye via teleconference; Ms. Daley absent

PREPARED BY: Becky Spencer, Director
DEPARTMENT: PCAPS
DATE: December 13, 2021
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your County Operations Committee does hereby recommend passage of the following Resolution:

RE: Authorization to accept $28,402 in grant money awarded for canine enrichment and housing improvement programs into PCAPS fund 026-1-026-3-228-36050 and to appropriate these funds into the PCAPS fund 026-1-026-3-228-52352 and 026-1-026-3-228-54402.

RESOLUTION

WHEREAS, the County Board has encouraged progressive actions to increase adoptions and reduce euthanasia, and;

WHEREAS, canine enrichment and housing improvement programs are a nationally recognized way for shelters to decrease stress in animal populations and thereby increase live release rates and;

WHEREAS, Peoria County Animal Protection Services has been selected to receive a grant from the Best Friends Animal Society, in the amount of $28,402 to be used for canine enrichment and housing improvement programs;

NOW THEREFORE BE IT RESOLVED, by the County Board of Peoria County, that Twenty Eight Thousand Four Hundred Two dollars ($28,402) be appropriated into the PCAPS FY 2022 fund revenue line item 026-1-026-3-228-36050 and Twenty Three Thousand Four Hundred Two dollars ($23,402) be appropriated into expenditure line item 026-1-026-3-228-52352 and Five Thousand dollars ($5,000.00) be appropriated into line item 026-1-026-3-228-54402 in the PCAPS fund for the 2022 expenses related to canine enrichment and housing improvement programs and that PCAPS is authorized to enter into the grant agreement after review and approval of the same by the State’s Attorney’s Office.

RESPECTFULLY SUBMITTED,
County Operations Committee
AGENDA BRIEFING

COMMITTEE: County Operations  LINE ITEMS: 026-1-026-3-228-36050
MEETING DATE: January 3, 2022  AMOUNT: $5,000.00

ISSUE: Authorization to accept $5,000.00 in grant money awarded for feline spay/neuter into PCAPS FY 2022 fund 026-1-026-3-228-36050 and to appropriate these funds into the PCAPS fund 026-1-026-3-229-54492.

BACKGROUND/DISCUSSION:

PCAPS has been selected to receive a grant in the amount of $5,000.00 for the purposes of feline spay/neuter from Bissell Pet Foundation. These funds are to be used to continue to offer affordable feline spay/neuter to the community, in order to help reduce the cat population.

COUNTY BOARD GOALS:

SAFE AND HEALTHY COMMUNITY
HIGH PERFORMING PUBLIC ORGANIZATION

STAFF RECOMMENDATION:

Approval

COMMITTEE ACTION:

Approved 1/4/22 (5-0 votes) Ms. Pastucha voted aye via teleconference; Ms. Daley absent

PREPARED BY: Becky Spencer, Director
DEPARTMENT: PCAPS
DATE: December 13, 2021
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your County Operations Committee does hereby recommend passage of the following Resolution:

RE:  Authorization to accept $5,000 in grant money awarded for feline spay/neuter into FY 2022 PCAPS fund 026-1-026-3-228-36050 and to appropriate these funds into the PCAPS fund 026-1-026-3-229-54492.

RESOLUTION

WHEREAS, the County Board has encouraged progressive actions to reduce euthanasia, and;

WHEREAS, spay/neuter programs are a successful means for shelters to increase their positive impact on communities by controlling the pet population; and

WHEREAS, Peoria County Animal Protection Services has been selected to receive a grant from the Bissell Pet Foundation, in the amount of $5,000 to be used for the feline spay/neuter program;

NOW THEREFORE BE IT RESOLVED, by the County Board of Peoria County, that Five Thousand dollars ($5,000) be appropriated into the PCAPS FY 2022 fund revenue line item 026-1-026-3-228-36050 and Five Thousand dollars ($5,000) be appropriated into expenditure line item 026-1-026-3-229-54492 in the PCAPS fund for expenses related to feline spay/neuter and that PCAPS is authorized to enter into the grant agreement after review and approval of the same by the State’s Attorney’s Office.

RESPECTFULLY SUBMITTED,
County Operations Committee
ISSUE: Approval to negotiate and execute documents to extend the agreement with the Peoria County Veterinary Medical Association for services with PCAPS.

BACKGROUND/DISCUSSION:
The County Board approved an extension agreement with the Peoria County Veterinary Medical Association for Veterinary services and to serve as the Deputy Administrator for PCAPS. This extension agreement will expire on December 31, 2021. The Administration seeks approval to negotiate and execute documents to extend the agreement with the Peoria County Veterinary Medical Association for services with PCAPS.

COUNTY BOARD GOALS:

STAFF RECOMMENDATION:
Approval to negotiate and execute documents to extend the agreement with the Peoria County Veterinary Medical Association for services with PCAPS.

COMMITTEE ACTION:
Approved 1/4/22 (5-0 votes) Ms. Pastucha voted aye via teleconference; Ms. Daley absent

PREPARED BY: Becky Spencer, Director
DEPARTMENT: PCAPS
DATE: December 17, 2021
EXTENSION of AGREEMENT

This Extension of Agreement ("Extension") is made by and between the COUNTY OF PEORIA, a body politic and corporate of the State of Illinois (the “County”) and the PEORIA COUNTY VETERINARY MEDICAL ASSOCIATION (the "Association"), hereafter collectively referred to as the "Parties".

WHEREAS, the County and the Association entered into an Agreement effective January 1, 2015 (“Initial Agreement”) for the Association to provide veterinarian services to the County; and

WHEREAS, the term of the Initial Agreement expires on December 31, 2021; and

WHEREAS, the Parties wish to further extend the term of the Initial Agreement by one (1) year.

NOW THEREFORE BE IT RESOLVED, that in consideration of the mutual promises, covenants and obligations herein, the Parties hereby agree as follows:

Terms of Extension Agreement:

1. Conditions of the Agreement. This Extension hereby extends the term of the Initial Agreement by an additional one (1) year period.

2. Effective Date and Term of Agreement. This Extension shall be effective January 1, 2022 and shall terminate on December 31, 2022.

3. Charge Rate. The rate in effect on December 31, 2021 will reflect the following changes:
   a. A 10% increase in price relative to current quarterly fees ($6,683.67/quarter year) in effect on December, 31, 2021 for performance of veterinary services at PCAPS by the Association under this Agreement.
   b. A 10% increase in fee relative to current fee of $150/hour or $9/rabies vaccination and $10/other vaccination, whichever is greater, for scheduled rabies vaccination clinics.
   c. The County agrees to pay a private veterinarian the following sterilization fees:
      1. For each female dog $70
      2. For each male dog cryptorchid $70
      3. For each female cat $60
      4. For each male dog $55
      5. For each male cat $45

4. Section I.12 of the Initial Agreement is hereby amended as follows: “Provide facilities (the Tri County Animal Emergency Clinic), equipment, supplies and staff to surgically alter animals that have been chosen for adoption from PCAPS. PCAPS will notify THE ASSOCIATION of the need for surgery and THE ASSOCIATION will provide the surgery within 48 hours of notification.”
IN WITNESS WHEREOF, the Parties hereto, by their duly authorized representatives, have signed this Extension on the date written below

COUNTY OF PEORIA PEORIA COUNTY VETERINARY MEDICAL ASSOCIATION

_________________________________________ _________________________________ Signature

_________________________________________ _________________________________ Printed

Name Printed Name

_________________________________________ _________________________________ Title Title

Dated: ________________________ 2021 Dated: ________________________ 2021
TO THE HONORABLE COUNTY BOARD

COUNTY OF PEORIA, ILLINOIS

Your County Operations Committee does hereby recommend passage of the following Resolution.

Re: Extension of Agreement with Peoria County Veterinary Medical Association to provide Veterinary services and Deputy Administrator responsibilities to PCAPS.

RESOLUTION

WHEREAS, the Peoria County Board has declared as a statement of policy that animal control and protection services will be a core service of Peoria County Government aligned to the Board's Mission Statement and Strategic Goals; and

WHEREAS, a licensed veterinarian must be appointed as Deputy Administrator of the Animal Control Program per the Illinois Animal Control Act; and animals must be sterilized prior to adoption per the Illinois Animal Welfare Act.

WHEREAS, there is an agreement with the Peoria County Veterinary Medical Association for Veterinary services and to serve as the Deputy Administrator for PCAPS through December 31, 2021; and

WHEREAS, your committee urges the adoption of an extension agreement, thereby extending the contract with the Peoria County Veterinary Medical Association for one year.

NOW, THEREFORE BE IT RESOLVED, that the County Administrator is authorized to negotiate and execute documents to carry out this resolution, with approval from the State’s Attorney’s Office.

RESPECTFULLY SUBMITTED,
County Operations Committee
ISSUE: Authorization to appropriate an additional $15,000 to the PCAPS fund 026-1-026-3-228-53071 for expenses related to veterinary care.

BACKGROUND/DISCUSSION:
The County Board approved an extension agreement with the Peoria County Veterinary Medical Association for Veterinary services and to serve as the Deputy Administrator for PCAPS. This extension agreement will expire on December 31, 2021. The Administration seeks approval to negotiate and execute documents to carry out a new extension agreement which will include increased rates. This rate increase will cause a need to increase the appropriation by $15,000 to the PCAPS fund 026-1-026-3-228-53071 for expenses related to veterinary care.

COUNTY BOARD GOALS:

- SAFE AND HEALTHY COMMUNITY
- HIGH PERFORMING PUBLIC ORGANIZATION

STAFF RECOMMENDATION:
Approval to appropriate an additional $15,000 to the PCAPS fund 026-1-026-3-228-53071 for expenses related to veterinary care.

COMMITTEE ACTION:
Approved 1/4/22 (5-0 votes) Ms. Pastucha voted aye via teleconference; Ms. Daley absent

PREPARED BY: Becky Spencer, Director
DEPARTMENT: PCAPS
DATE: December 17, 2021
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your County Operations Committee does hereby recommend passage of the following Resolution:

Re: Authorization to appropriate an additional $15,000 to the PCAPS fund 026-1-026-3-228-53071 for expenses related to veterinary care.

RESOLUTION

WHEREAS, the Peoria County Board has declared as a statement of policy that animal control and protection services will be a core service of Peoria County Government aligned to the Board's Mission Statement and Strategic Goals; and

WHEREAS, a licensed veterinarian must be appointed as Deputy Administrator of the Animal Control Program per the Illinois Animal Control Act; and animals must be sterilized prior to adoption per the Illinois Animal Welfare Act.

WHEREAS, there is an agreement with the Peoria County Veterinary Medical Association for Veterinary services and to serve as the Deputy Administrator for PCAPS through December 31, 2021; and

WHEREAS, an agreement has been reached with the Peoria County Veterinary Medical Association to extend the agreement for one year at increased rates; and

NOW, THEREFORE BE IT RESOLVED, by the County Board of Peoria County, that Fifteen Thousand dollars ($15,000) be appropriated into the PCAPS FY 2022 fund expenditure line item 026-1-026-3-228-53071 for expenses related to veterinary care.

RESPECTFULLY SUBMITTED,
County Operations Committee
AGENDA BRIEFING

COMMITTEE: Health
LINE ITEM: n/a
MEETING DATE: January 4, 2022
AMOUNT: n/a

ISSUE: 2022 Budget for Peoria City/County Landfill

BACKGROUND/DISCUSSION:
The Landfill Committee unanimously approved the FY2022 budget at their December 15, 2021 committee meeting. Working with our engineering consultant, Foth Infrastructure and Environment, adjustments to operations and maintenance have resulted in bringing forth a budget with a positive cash balance and addressing all regulatory items.

The proposed landfill budget for 2022 is $480,350.00 in revenues and $466,750.00 in expenses (see attached). Budgeted expenditures include payments of $76,000 to the City for staff support, $2,500 for the audit and $8,500 to the County for staff support. The budget reflects an increase in gas collection and control system (GCCS) contingency and unplanned services and repairs to $10,000 and $20,000 respectively. Upgrades and maintenance expenses for GCCS are expected into the Spring of 2022.

Key Factors for FY2022 are:
- Revenue reflects the increased LF2 host fee of $2.68, and reduced tonnage receipts.
- City and County personnel costs have remained the same for 2022.
- FY2022 budget assumes receipt of 170,000 tons in 2022. With leases and other revenue, the total revenue estimate is $480,350. Total revenues may increase should waste receipts trend higher than estimated.

FINANCIAL IMPACT: The FY2022 budget projects a $13,600 surplus for the year.

COUNTY BOARD GOALS:
- Financial Stability
- Healthy vibrant communities
- Collaboration

STAFF RECOMMENDATION: Resolution

COMMITTEE ACTION:
Approved 1/4/22 (8-0 votes) Ms. Pastucha and Mr. Salzer absent for vote; Ms. Daley absent

PREPARED BY
PREPARED BY: Rebecca Cottrell
DEPARTMENT: Sustainability & Resource Conservation
DATE: December 18, 2021

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## PCC Landfill 2022 Budget

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<th>DESCRIPTION</th>
<th>2020 Actual (Audited)</th>
<th>2021 Budget</th>
<th>2021 Actual Through 9/30/2021</th>
<th>% of Budget</th>
<th>Proposed 2022 Budget</th>
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<td>Host Fees</td>
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* 2021 Budget Based off 170,000 tons @ $2.62/ton
** 2022 Budget Based off 170,000 tons @ $2.68/ton
(1) Please note actuals include carry-over from 2020 invoices due to City of Peoria processing delays
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your Health Committee does hereby recommend passage of the following Resolution:

RE: Peoria City/County Landfill Budget for January 1, 2022 through December 31, 2022

RESOLUTION

WHEREAS, the City and County jointly own real property, part of which is utilized as a landfill; and

WHEREAS, the City and County entered into an Intergovernmental Agreement in 1977 to establish a Joint City/County Solid Waste Committee "Committee"; and

WHEREAS, the Intergovernmental Agreement was amended in 2016 to update certain procedures; and

WHEREAS, the Committee oversees the management and operation of the City/County landfill and of other property; and

WHEREAS, the Committee shall prepare and submit an annual budget for consideration by the City Council and County Board; and

WHEREAS, a Host Fee is the primary funding mechanism to cover operations and maintenance expenses for the landfill and other property; and

WHEREAS, the Committee desires to implement a sustainable fund through a balanced budget; and

WHEREAS, the Committee approved a budget covering January 1, 2022 through December 31, 2022 at the December 15, 2021 Landfill Committee Meeting. The landfill budget for 2022 is $480,350.00 in revenues and $466,750.00 in expenses (see attached). Budgeted expenditures include payments of $76,000 to the City for staff support; $2,500 to the City for the audit and $8,500 to the County for staff support. The FY 2022 budget projects a $13,600.00 surplus.

NOW THEREFORE BE IT RESOLVED, by the Peoria County Board, that the Board approves the City/County Landfill budget for the time frame January 1, 2022 through December 31, 2022.

RESPECTFULLY SUBMITTED,
HEALTH COMMITTEE

Reviewed:
Dated:
AGENDA BRIEFING

COMMITTEE: Infrastructure
LINE ITEM: 036-2-036-5-511-54303
MEETING DATE: January 3, 2022
AMOUNT: $58,581.00

ISSUE: Resolution for Preliminary Engineering Agreement with Hermann & Associates, LLC for Phase II Engineering for resurfacing of Cedar Hills Drive.

BACKGROUND/DISCUSSION: Cedar Hills Drive between IL Route 40 and Bristol Hollow Road is a 0.8-mile-long curvy section of road with a large hill that descends to a bridge that crosses Dickison Run Creek. The road is a two (2) lane road until the hill, where a third lane consisting of a truck lane is constructed. The road carries 3,500 vehicles per day. Due to the nature of the curves and hill, the roadway is salted heavily in the winter to allow safe travel on Cedar Hills Drive, which leads to deterioration of the pavement. The existing asphalt pavement is in poor condition with a 2020 Pavement Condition Index (PCI) rating of 50. The paved shoulders are failing, and the Highway Department Maintenance crews are constantly patching the roadway. The road is rough, cracked, and in need of resurfacing.

This resolution will allow Peoria County to enter into a Preliminary Engineering Agreement with Hermann & Associates, LLC for the purpose of resurfacing Cedar Hills Drive between IL Route 40 and a point 400 feet east of Bristol Hollow Road.

COUNTY BOARD GOALS:

INFRASTRUCTURE STEWARDSHIP

STAFF RECOMMENDATION: Approve the Resolution

COMMITTEE ACTION:
APPROVED 1/3/22 (4-0 VOTES) MS. PASTUCHA VOTED AYE VIA TELECONFERENCE; MR. RENEAU ABSENT

PREPARED BY: Jeffrey D. Gilles
DEPARTMENT: Highway
DATE: December 9, 2021
Cedar Hills Drive

Eastbound lane repaired by Maintenance Dept.

Eastbound lane and curb repaired by Maintenance Dept.
Cedar Hills Drive

Looking East

Looking West

Westbound Drive and Truck Lanes

Shoulder West of Bridge
Cedar Hills Drive

Truck Lane and Shoulder Looking West

Truck Lane and Shoulder Looking East

Shoulder West of Bridge
Local Public Agency
Engineering Services Agreement

Using Federal Funds? ☒ Yes ☐ No

Agreement For: MFT PE

Agreement Type: Original

LOCAL PUBLIC AGENCY

County: Peoria
Section Number: 21-00018-00-RS

Project Number: Contact Name: Jeff Gilles
Phone Number: Email: (309) 697-8500 jgilles@peoriacounty.org

SECTION PROVISIONS

Local Street/Road Name: Cedar Hills Drive
Key Route: Cedar Hills
Length: 4100 Feet
Structure Number: 

Location Termini:
1711 Cedar Hills Road (WEST) & Approx. 400' East of Bristol Hollow Road (EAST)

Project Description:
The general scope of the project is to provide construction plans, specifications, estimates, and bidding documents for the resurfacing of Cedar Hills Drive from 1711 Cedar Hills Drive to approximately 400' beyond Bristol Hollow Road, including but not limited to patching, milling, HMA overlay, C&G removal & replacement, agg shoulder wedge, and pavement marking.

Engineering Funding:
☒ MFT/TBP ☐ State ☐ Other

Anticipated Construction Funding:
☐ Federal ☒ MFT/TBP ☐ State ☐ Other

AGREEMENT FOR

☐ Phase I - Preliminary Engineering ☒ Phase II - Design Engineering

CONSULTANT

Consultant (Firm) Name: Hermann & Associates, LLC
Contact Name: Alicia Hermann
Phone Number: (309) 687-5566
Email: aherrmann@hermannassoc.com

Address: 4603 N. Galena Road
City: Peoria Heights
State: IL
Zip Code: 61616

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer: Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation

Resident Construction Supervisor: Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT

In Responsible Charge: A full time LPA employee authorized to administer inherently governmental PROJECT activities

Completed 12/08/21
AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part hereof this AGREEMENT:

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Direct Costs Check Sheet
- EXHIBIT D: Qualification Based Selection (QBS) Checklist
- EXHIBIT E: Cost Estimate of Consultant Services Worksheet (BLR 05513 or BLR 05514)
- EXHIBIT F: Pavement Coring Proposal

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.

2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.

3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER’S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.

4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.

5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.

6. To invoice the LPA, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.

7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.

8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.

9. For Preliminary Engineering Contracts:
   (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
   (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER’s professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER’s responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
   (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).

10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See Exhibit C).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit D).

2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.

3. To pay the ENGINEER:
   (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
   (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and
reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

(1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.

(2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

☐ Percent

☐ Lump Sum

☐ Specific Rate

☒ Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF
Where:
DL is the total Direct Labor,
DC is the total Direct Cost,
OH is the firm's overhead rate applied to their DL and
FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract, the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.

2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting therefrom. These indemnities shall not be limited by the listing of any insurance policy.

The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.

3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data,
4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.

5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.

6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.

7. The ENGINEER and LPA certify that their respective firm or agency:

(a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
(b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
(c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
(d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
(e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
(f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph and
(g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract or grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of $5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

(a) Publishing a statement:

(1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
(2) Specifying actions that will be taken against employees for violations of such prohibition.
(3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
   (a) abide by the terms of the statement; and
   (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace
(b) Establishing a drug free awareness program to inform employees about:
   (1) The dangers of drug abuse in the workplace;
   (2) The grantee’s or contractor’s policy to maintain a drug free workplace;
   (3) Any available drug counseling, rehabilitation and employee assistance program; and
   (4) The penalties that may be imposed upon an employee for drug violations.

(c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the
    contract or grant and to post the statement in a prominent place in the workplace.

(d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph
    (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.

(e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation
    program.

(f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is
    required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act,
the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the
essence on this project and the ENGINEER’s ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the
ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed
during the last reporting period and work they expect to accomplish during the following period.

10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS
    130/0.01 et seq.).

11. For Preliminary Engineering Contracts:

(a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance
    with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes,
sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this
    AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or
    limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA’s
    sole risk and will not impose liability upon the ENGINEER.

(b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current
    Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other
    applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be
    approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering
    services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein
    enumerated while they are in the ENGINEER’s possession and any such loss or damage shall be restored at the
    ENGINEER’s expense.

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AGREEMENT SIGNATURES

Executed by the LPA:

Local Public Agency Type

County Peoria County

By (Signature & Date)

Name of Local Public Agency Title

Peoria County County Administrator

Completed 12/08/21
Executed by the ENGINEER:

Consultant (Firm) Name
Hermann & Associates, LLC

Attest:

By (Signature & Date)

Title
Principal Member

By (Signature & Date)

Title

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)
EXHIBIT A

SCOPE OF SERVICES

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

See Attached
SECTION # 21-00018-00-RS
CEDAR HILLS DRIVE
(IL ROUTE 40 TO BRISTOL HOLLOW ROAD)

EXHIBIT A - SCOPE OF SERVICES

Whereas Peoria County has engaged Hermann & Associates, LLC to provide professional engineering services related to the resurfacing of Cedar Hills Drive, Hermann & Associates, LLC agrees to provide the services described in the ensuing paragraphs.

The general scope of the project is to provide construction plans, specifications, estimates, and bidding documents for the resurfacing of Cedar Hills Drive from 1711 Cedar Hills Drive to approximately 400' beyond Bristol Hollow Road, including but not limited to patching, milling, HMA overlay, curb & gutter removal & replacement, aggregate shoulder wedge, and pavement marking. See attached for initial scoping meeting field notes.

Peoria County will be utilizing motor fuel tax funds for the project. Plans will be prepared in general conformance with Illinois Department of Transportation (IDOT) plan preparation guidelines using Bentley Open Roads Designer software. The project development will follow IDOT Motor Fuel Tax (MFT) policies.

SERVICES: Hermann & Associates scope of services will be limited to the following:

1. Data Evaluation & Review – review of files and information provided by County.

2. Field Investigations & Site Visits
   a. Make site visits and conduct field investigations as needed to collect data, evaluate existing conditions, and aid in the design of appropriate infrastructure features.

3. Topographical Survey (to be performed by Millenia Professional Services). No right of way will be established under this scope. Items to be surveyed will include: Guardrail, Bridge Ends, Top of Slope, Edge of Shoulder, Edge of Pavement, Edge of Truck Lane, Centerline, Flowline of Curb, Back Top of Curb (note Asphalt curb vs conc curb), Ground shots behind curb areas, Gutter outlets & Pipe Outlets along Curb Section, Outline of Driveways, CL of Driveways in curved areas, Manholes or Inlets along pavement or within pavement surface, and Mailboxes. Topographical survey will not include ditches, embankment, fences, entrance culverts, cross road culverts, trees, landscaping, utilities, signs, storm sewer, and property pins. Topographical survey will also include downloading survey points and creating an existing survey base file and terrain model.

4. Pavement Coring & Design
   a. Pavement will be cored at 8 locations to determine existing pavement structure (to be performed by IMEG Corporation).
   b. Review cores and develop proposed pavement rehabilitation design

Section 21-00018-00-RS - Peoria County Cedar Hills Drive Scope of Services
Page 1 of 3
5. Roadway Design
   a. Check survey & existing terrain model and base file.
   b. Develop proposed roadway linework and geometrics
   c. Establish Horizontal Alignment
   d. Establish Centerline Profile
   e. Existing superelevation review & design of superelevation correction (if feasible).
   f. Curb & Gutter outlet design
   g. Cross Sections
      i. 50 Foot Spacing & 40 Driveways/Special Sections

6. Prepare Construction Plans
   a. Cover Sheet
   b. General Notes
   c. Typical Sections (1 existing & 2 proposed)
   d. Horizontal/Vertical Control Information
   e. Summary of Quantities Sheet
   f. Quantity Schedules
   g. Removal Plan & Profile Sheets
   h. Proposed Plan & Profile Sheets including Pavement Marking
   i. Cross Section Sheets
   j. Traffic Control Plan
   k. Special Construction Details – provide separate details for circumstances not covered by standard details or specifications
   l. Highway Standards – statewide, district specific, & county standards

7. Bidding & Contract Documents
   a. Prepare bidding documents including contract, contract bond, signature sheet, affidavit of availability, etc. (BLR Forms)
   b. Develop recurring special provision check sheet
   c. Develop BDE check sheet and compile individual BDE special provisions
   d. Compile local roads special provisions
   e. Compile District 4 special provisions
   f. Develop project specific special provisions
   g. Prepare Estimate of Construction Time
   h. Prepare Engineer’s Opinion of Probable Cost
   i. Prepare Advertisement for Bid
   j. Coordinate with and answer questions of potential bidders
   k. Develop and issue addendums as needed

8. Contract Quantities
   a. Identify pay items
   b. Calculate contract quantities
9. Submittals, Reviews, & Revisions
   a. IDOT/COUNTY Submittals
      i. Pre-Final (90% complete) plans, specifications, & estimates will be submitted to County for review & comment. Three (3) hard copy sets and one (1) PDF set will be transmitted.
      ii. Final (100% complete) plans, specifications, & estimates will be submitted to IDOT & County for final approval and bidding. Five (5) hard copy sets and one (1) PDF set will be transmitted.
   b. Revisions – Consultant will incorporate County Review comments from Pre-Final Submittal into the Final Submittal.

10. Project Administration & Management – This will include the overall day to day management of the project including coordination with the client, IDOT, consultants, and other entities who may hold stake in the project. This will also include monitoring of project schedule, budget, and manpower needs.

11. Quality Assurance
   a. Perform internal quality reviews of plans and specifications at regular intervals and prior to milestone submittals. At minimum, reviews will include: checks for adherence to policy, usage of proper pay items and associated specification section, review of quantity calculations, cross checking of plan notes, and constructability reviews.

OUT OF SCOPE WORK: The following services are not included in the scope of work but could be added by addendum at the County’s request.

I. Public Involvement/Property Owner Coordination
II. Right of Way Establishment
III. Utility Coordination
IV. Comprehensive Legal Surveys
V. Roadside Safety Analysis & Design
VI. Guardrail Length of Need Calculations
VII. Drainage Calculations & Design
VIII. Erosion Control Plans
IX. Land Acquisition Services
X. Utility Relocation Plans or Coordination
XI. Environmental Coordination and Surveys
XII. Intersection Design Studies
XIII. Traffic Studies & Accident Investigations
XIV. Preparation of Project Development Report
XV. Bid Tabulation & Contract Award
XVI. Construction Inspection & Construction Support
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<tr>
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<th>Task Description</th>
<th>Manhour Estimate</th>
<th>Total</th>
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<td>Topographical Survey &amp; Cadd Base File</td>
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<td>Review Cores and develop proposed pavement rehabilitation design</td>
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<td>PROPOSED ROADWAY DESIGN</td>
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<td>Develop Proposed Linework/Roadway Geometrics including pavement marking</td>
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<td>Establish Mainline Horizontal Alignment</td>
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<td>Establish Centerline Profile (Existing/Proposed)</td>
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<td>Existing superelevation review &amp; superelevation correction to 1965 design</td>
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<td>Curb &amp; Gutter Outlet Design</td>
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<td>Horizontal/Vertical Control Info</td>
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<td>Removal Plan &amp; Profile Sheets</td>
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<td>Proposed Plan &amp; Profile Sheets - with Pavement Marking</td>
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<td>Cross Section Sheets &amp; Labeling (assume approx. 6 sections/sheet)</td>
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<td>BIDDING &amp; CONTRACT DOCUMENTS</td>
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<td>IDOT Contract Documents/County Forms</td>
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<td>Opinion of Probable Cost</td>
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<td>Coordination with Contractors on Clarifications for Bidding/Addendums</td>
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<td>COUNTY/IDOT SUBMITTALS, REVIEWS, REVISIONS</td>
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<td>Pre-Final Plans &amp; Specs Submittal - 3 Hard Copies &amp; PDF copy</td>
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<td>Pre-Final Plans &amp; Specs Revisions</td>
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<td>PROJECT ADMINISTRATION/COORDINATION (4%)</td>
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<td>General Admin/Project Management - budgeting/scheduling/staffing/coordination</td>
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<td>INTERNAL QC/QA REVIEWS (4%)</td>
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<td>QC/QA Plans &amp; Specifications</td>
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<td>1 14 14</td>
<td>14</td>
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</tbody>
</table>
Hermann & Associates (Jessica Smith & Mohammed Syed) met with Peoria County (Jeff Gilles) at 10:30 AM on site at Cedar Hills Drive and Bristol Hollow Road.

The following items were discussed:

1. The County agrees that cores should be collected to determine existing pavement thicknesses.

2. The eastern limits will be the end of the truck lane taper, near the sign for “Trucks Use Right Lanes” just east of Bristol Hollow Road.

3. The County replaced a culvert under Bristol Hollow Road. The resurfacing will go to the back of that HMA patch on Bristol Hollow Road (2nd construction joint).

4. This job will not include any guardrail improvements. The County recognizes that a couple of end treatments have been hit and will replace those with an upcoming guardrail safety project.

5. The mill and overlay will include the paved shoulder.

6. The County would like to go with 2" milled and 2" HMA surface put back for now. They would also like to see an approximate cost difference for 1.5" milled and 1.5" put back. The cores will also provide more information.

7. The County would like curb removed and replaced in the locations where it exists now. The existing curb is primarily HMA curb. The County would like both HMA and concrete curb estimates for the proposed design.

8. This project will not involve any seeding or repair of eroded areas. The County will do any of this work with their own forces.

9. The western limits will be on the east side of the driveway radius at 1711 Cedar Hills Drive.

10. The proposed improvement will include an aggregate wedge shoulder starting at the west limits and continuing until there is a paved shoulder.
11. The County would prefer to match driveways and avoid any work beyond the roadway edge of pavement.

12. The County anticipates quite a bit of patching under the existing paved shoulder. Hermann & Associates will provide contingent quantities for patching.

13. The County indicated that there were not specific places with superelevation issues. They would like an overall review of the existing superelevation. They would like a consistent superelevation re-established in places where maintenance has been performed or where rutting/bellying of the pavement has occurred.

14. The County would like to maintain the edge of pavement in areas with mailboxes and does not require mailbox turnouts be installed to standards unless existing condition warrants more work beyond the mill and overlay.

15. The County anticipates that they will not be able to close the roadway during construction and that the construction will be staged with a lane closure and flaggers.

16. The County confirmed that Hermann & Associates will not be required to do any public involvement or property owner notification.

17. The County indicated that there were no high crash locations that they were aware of on this project.
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Approved Engineering Agreement</td>
<td>01/21/2022</td>
</tr>
<tr>
<td>Topographical Survey</td>
<td>01/24/2022-02/11/2022</td>
</tr>
<tr>
<td>Pavement Coring</td>
<td>01/24/2022-02/11/2022</td>
</tr>
<tr>
<td>Pre-Final Plans Submitted to County for Review</td>
<td>04/29/2021</td>
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<tr>
<td>County Comments back</td>
<td>05/13/2022</td>
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<tr>
<td>Final Plans Complete for County &amp; IDOT Approval &amp; Signature</td>
<td>05/20/2022</td>
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<tr>
<td>Local Letting IDOT Contractor's Bulletin Advertisements</td>
<td>05/26/2022, 06/2/2022</td>
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<tr>
<td>Bid Opening</td>
<td>06/10/2022</td>
</tr>
<tr>
<td>Construction</td>
<td>September 2022</td>
</tr>
</tbody>
</table>

Schedule may need adjusted if survey & coring is delayed due to weather.
## Exhibit C
### Direct Costs Check Sheet

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.

<table>
<thead>
<tr>
<th>Item</th>
<th>Allowable</th>
<th>Quantity</th>
<th>Contract Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)</td>
<td>Actual cost <em>(Up to state rate maximum)</em></td>
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<tr>
<td>Lodging Taxes and Fees (per GOVERNOR’S TRAVEL CONTROL BOARD)</td>
<td>Actual Cost</td>
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<tr>
<td>Air Fare</td>
<td>Coach rate, actual cost, requires minimum two weeks’ notice, with prior IDOT approval</td>
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<tr>
<td>Vehicle Mileage (per GOVERNOR’S TRAVEL CONTROL BOARD)</td>
<td>Up to state rate maximum</td>
<td>200</td>
<td>$0.56</td>
<td>$112.00</td>
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<tr>
<td>Vehicle Owned or Leased</td>
<td>$32.50/half day (4 hours or less) or $65/full day</td>
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<tr>
<td>Vehicle Rental</td>
<td>Actual cost <em>(Up to $55/day)</em></td>
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<td>Tolls</td>
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<td>Parking</td>
<td>Actual cost</td>
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<td>Overtime</td>
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<td>Shift Differential</td>
<td>Actual cost <em>(Based on firm's policy)</em></td>
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<td>Overnight Delivery/Postage/Courier Service</td>
<td>Actual cost <em>(Submit supporting documentation)</em></td>
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<td>Copies of Deliverables/Mylars (In-house)</td>
<td>Actual cost <em>(Submit supporting documentation)</em></td>
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<td>Copies of Deliverables/Mylars (Outside)</td>
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<td>Project Specific Insurance</td>
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<td>Photo Processing</td>
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<td>2-Way Radio (Survey or Phase III Only)</td>
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<td>Telephone Usage (Traffic System Monitoring Only)</td>
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<td>CADD</td>
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<td>Public Meeting Exhibits/Renderings &amp; Equipment</td>
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<td>Recording Fees</td>
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<td>Transcriptions (specific to project)</td>
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<td>Storm Sewer Cleaning and Televising</td>
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<td>Traffic Control and Protection</td>
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<td>Testing of Soil Samples</td>
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<td>Lab Services</td>
<td>Actual Cost <em>(Provide breakdown of each cost)</em></td>
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<td>Equipment and/or Specialized Equipment Rental</td>
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<td>Pavement Coring</td>
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<tr>
<td>Total Direct Costs</td>
<td></td>
<td></td>
<td></td>
<td>$1,912.00</td>
</tr>
</tbody>
</table>

Completed 12/08/21
Exhibit D
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

**Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.**

<table>
<thead>
<tr>
<th>No.</th>
<th>Question</th>
<th>No</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>2</td>
<td>Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.08 (e) of the BLRS Manual?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>3</td>
<td>Was the scope of services for this project clearly defined?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>4</td>
<td>Was public notice given for this project?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>5</td>
<td>Do the written QBS policies and procedures cover conflicts of interest?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>6</td>
<td>Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>7</td>
<td>Do the written QBS policies and procedures discuss the methods of evaluation?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Project Criteria</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Weighting</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>8</td>
<td>Do the written QBS policies and procedures discuss the method of selection?</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

Selection committee (titles) for this project

- Top three consultants ranked for this project in order
  1
  2
  3

<table>
<thead>
<tr>
<th>No.</th>
<th>Question</th>
<th>No</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>10</td>
<td>Were negotiations for this project performed in accordance with federal requirements.</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>11</td>
<td>Were acceptable costs for this project verified?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>12</td>
<td>Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>13</td>
<td>Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>14</td>
<td>QBS according to State requirements used?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>15</td>
<td>Existing relationship used in lieu of QBS process?</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>16</td>
<td>LPA is a home rule community (Exempt from QBS).</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

Completed 12/08/21
### PAYROLL ESCALATION TABLE

<table>
<thead>
<tr>
<th>CONTRACT TERM</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td>START DATE</td>
<td>1/21/2022</td>
</tr>
<tr>
<td>RAISE DATE</td>
<td>1/1/2023</td>
</tr>
<tr>
<td>END DATE</td>
<td>7/20/2022</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MONTHS</th>
<th>OVERHEAD RATE</th>
<th>COMPLEXITY FACTOR</th>
<th>% OF RAISE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>154.48%</td>
<td>0</td>
<td>2.00%</td>
</tr>
</tbody>
</table>

### ESCALATION PER YEAR

<table>
<thead>
<tr>
<th>Year</th>
<th>First Date</th>
<th>Last Date</th>
<th>Months</th>
<th>% of Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>1/21/2022</td>
<td>7/20/2022</td>
<td>6</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

The total escalation = 0.00%
MAXIMUM PAYROLL RATE 78.00
ESCALATION FACTOR 0.00%

PAYROLL RATES
Exhibit E Cost Estimate of Consultant Services Worksheet Fixed Raise

<table>
<thead>
<tr>
<th>CLASSIFICATION</th>
<th>IDOT PAYROLL RATES ON FILE</th>
<th>CALCULATED RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>$76.00</td>
<td>$76.00</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$64.75</td>
<td>$64.75</td>
</tr>
<tr>
<td>Project Engineer III</td>
<td>$34.00</td>
<td>$34.00</td>
</tr>
<tr>
<td>Project Engineer II</td>
<td>$40.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>Project Engineer I</td>
<td>$30.00</td>
<td>$30.00</td>
</tr>
<tr>
<td>Engineering Tech III</td>
<td>$30.00</td>
<td>$30.00</td>
</tr>
<tr>
<td>Engineering Tech II</td>
<td>$23.50</td>
<td>$23.50</td>
</tr>
<tr>
<td>Engineering Tech I</td>
<td>$26.00</td>
<td>$26.00</td>
</tr>
<tr>
<td>Administrator</td>
<td>$24.00</td>
<td>$24.00</td>
</tr>
<tr>
<td>NAME</td>
<td>Direct Labor Total</td>
<td>Contribution to Prime Consultant</td>
</tr>
<tr>
<td>--------------------------</td>
<td>--------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>Millenia Professional Services</td>
<td>4,018.00</td>
<td>401.80</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>4,018.00</td>
<td>401.80</td>
</tr>
</tbody>
</table>
# COST ESTIMATE WORKSHEET

Exhibit E Cost Estimate of Consultant Services Worksheet Fixed Raise

<table>
<thead>
<tr>
<th>TASK</th>
<th>STAFF HOURS</th>
<th>PAYROLL</th>
<th>OVERHEAD &amp; FRINGE BENEFITS</th>
<th>DIRECT COSTS</th>
<th>FIXED FEE</th>
<th>SERVICES BY OTHERS</th>
<th>TOTAL</th>
<th>% OF GRAND TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Evaluation &amp; Review</td>
<td>4</td>
<td>175</td>
<td>270</td>
<td></td>
<td>58</td>
<td></td>
<td>503</td>
<td>0.86%</td>
</tr>
<tr>
<td>Field Investigations &amp; Site Visits</td>
<td>6</td>
<td>270</td>
<td>416</td>
<td>112</td>
<td>89</td>
<td></td>
<td>887</td>
<td>1.51%</td>
</tr>
<tr>
<td>Topographical Survey</td>
<td></td>
<td>-</td>
<td>-</td>
<td></td>
<td>-</td>
<td></td>
<td>10,957</td>
<td>18.70%</td>
</tr>
<tr>
<td>Pavement Cores &amp; Pavement Design</td>
<td>2</td>
<td>130</td>
<td>200</td>
<td>1,800</td>
<td>43</td>
<td></td>
<td>2,173</td>
<td>3.71%</td>
</tr>
<tr>
<td>Roadway Design</td>
<td>128</td>
<td>4,885</td>
<td>7,515</td>
<td>1,605</td>
<td>13,986</td>
<td></td>
<td>13,986</td>
<td>23.87%</td>
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<tr>
<td>Construction Plans</td>
<td>117</td>
<td>4,416</td>
<td>6,821</td>
<td>1,457</td>
<td>12,694</td>
<td></td>
<td>12,694</td>
<td>21.67%</td>
</tr>
<tr>
<td>Quantities</td>
<td>37.5</td>
<td>1,471</td>
<td>2,272</td>
<td>485</td>
<td>4,226</td>
<td></td>
<td>4,226</td>
<td>7.22%</td>
</tr>
<tr>
<td>Bidding &amp; Contract Documents</td>
<td>26</td>
<td>1,362</td>
<td>2,104</td>
<td>449</td>
<td>3,915</td>
<td></td>
<td>3,915</td>
<td>6.88%</td>
</tr>
<tr>
<td>Submittals &amp; Revisions</td>
<td>32</td>
<td>1,468</td>
<td>2,267</td>
<td>484</td>
<td>4,219</td>
<td></td>
<td>4,219</td>
<td>7.20%</td>
</tr>
<tr>
<td>Administration &amp; Coordination</td>
<td>14</td>
<td>644</td>
<td>994</td>
<td>212</td>
<td>390</td>
<td></td>
<td>2,240</td>
<td>3.82%</td>
</tr>
<tr>
<td>QC/QA</td>
<td>14</td>
<td>733</td>
<td>1,133</td>
<td>242</td>
<td>270</td>
<td></td>
<td>2,378</td>
<td>4.06%</td>
</tr>
<tr>
<td>Subconsultant DL</td>
<td></td>
<td>-</td>
<td>-</td>
<td></td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>380.5</strong></td>
<td><strong>15,534</strong></td>
<td><strong>23,992</strong></td>
<td><strong>1,912</strong></td>
<td><strong>5,526</strong></td>
<td><strong>11,617</strong></td>
<td><strong>58,581</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

| 39,526 |
### AVERAGE HOURLY PROJECT RATES

**Exhibit E Cost Estimate of Consultants Services Worksheet Fixed Raise**

<table>
<thead>
<tr>
<th>PAYROLL CLASSIFICATION</th>
<th>AVG HOURLY RATES</th>
<th>TOTAL PROJ. RATES</th>
<th>Data Evaluation &amp; Review</th>
<th>Field Investigations &amp; Site Visits</th>
<th>Topographical Survey</th>
<th>Pavement Cores &amp; Pavement Design</th>
<th>Roadway Design</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>76.00</td>
<td>2.0</td>
<td>0.53%</td>
<td>0.40</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Manager</td>
<td>64.75</td>
<td>88.0</td>
<td>23.13%</td>
<td>14.98</td>
<td>1 25.00%</td>
<td>16.19</td>
<td>2</td>
</tr>
<tr>
<td>Project Engineer III</td>
<td>34.00</td>
<td>35.0</td>
<td>9.20%</td>
<td>3.13</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Engineer II</td>
<td>40.00</td>
<td>118.0</td>
<td>31.01%</td>
<td>12.40</td>
<td>2 50.00%</td>
<td>20.00</td>
<td>2</td>
</tr>
<tr>
<td>Project Engineer I</td>
<td>30.00</td>
<td>79.0</td>
<td>20.76%</td>
<td>6.23</td>
<td>1 25.00%</td>
<td>7.50</td>
<td>2</td>
</tr>
<tr>
<td>Engineering Tech III</td>
<td>30.00</td>
<td>3.5</td>
<td>0.92%</td>
<td>0.28</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineering Tech II</td>
<td>23.50</td>
<td>48.0</td>
<td>12.61%</td>
<td>2.96</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineering Tech I</td>
<td>26.00</td>
<td>0.0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrator</td>
<td>24.00</td>
<td>7.0</td>
<td>1.84%</td>
<td>0.44</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

|                  |                  |                  |                          |                                  |                      |                                  |                |
| **TOTALS**       | **380.5**        | **100%**         | **$40.82**               | **4.0**                          | **100.00%**          | **$43.69**                      | **6.0**        | **100%** | **$44.92** | **0.0** | **0%** | **$0.00** | **2.0** | **100%** | **$64.75** | **128.0** | **100%** | **$36.01** |
# AVERAGE HOURLY PROJECT RATES

Exhibit E Cost Estimate of Consultant Services Worksheet Fixed Raise

<table>
<thead>
<tr>
<th>PAYROLL CLASSIFICATION</th>
<th>AVG HOURLY RATES</th>
<th>Construction Plans</th>
<th>Quantities</th>
<th>Bidding &amp; Contract Documents</th>
<th>Submittals &amp; Revisions</th>
<th>Administration &amp; Coordination</th>
<th>QC/QA</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Hours</td>
<td>% Part.</td>
<td>Wgtd Avg</td>
<td>Hours</td>
<td>% Part.</td>
<td>Wgtd Avg</td>
</tr>
<tr>
<td>Principal</td>
<td>76.00</td>
<td>76.00</td>
<td></td>
<td></td>
<td>76.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Manager</td>
<td>64.75</td>
<td>64.75</td>
<td>20</td>
<td>17.09%</td>
<td>11.07</td>
<td>8</td>
<td>21.33%</td>
</tr>
<tr>
<td>Project Engineer III</td>
<td>34.00</td>
<td>34.00</td>
<td>10</td>
<td>8.55%</td>
<td>2.91</td>
<td>5</td>
<td>13.33%</td>
</tr>
<tr>
<td>Project Engineer II</td>
<td>40.00</td>
<td>40.00</td>
<td>32</td>
<td>27.35%</td>
<td>10.94</td>
<td>8</td>
<td>21.33%</td>
</tr>
<tr>
<td>Project Engineer I</td>
<td>30.00</td>
<td>30.00</td>
<td>32</td>
<td>27.35%</td>
<td>8.21</td>
<td>8</td>
<td>21.33%</td>
</tr>
<tr>
<td>Engineering Tech III</td>
<td>30.00</td>
<td>30.00</td>
<td>30</td>
<td>30.00</td>
<td>3.5</td>
<td>3</td>
<td>9.33%</td>
</tr>
<tr>
<td>Engineering Tech II</td>
<td>23.50</td>
<td>23.50</td>
<td>23</td>
<td>19.66%</td>
<td>4.62</td>
<td>5</td>
<td>13.33%</td>
</tr>
<tr>
<td>Administrator</td>
<td>24.00</td>
<td>24.00</td>
<td>24</td>
<td>100.00%</td>
<td>24.00</td>
<td>100.00%</td>
<td>24.00</td>
</tr>
</tbody>
</table>

**TOTALS**

- Principal: 76.00 hours (100%)
- Engineering Tech III: 30.00 hours (30.00%)
- Engineering Tech II: 23.50 hours (19.66%)
- Administrator: 24.00 hours (100.00%)

---

Printed 12/8/2021 7:58 AM
Thank you for choosing IMEG Corp. for your construction materials testing and construction engineering needs. Notice to proceed has been given to us verbally and we would appreciate receiving your written authorization as confirmation of this order. Unless otherwise instructed, invoices will be submitted to your attention. Attached are our Terms and Conditions which are to be considered as part of this contract.

Project: Cedar Hills Drive – I I Route 40 to Bristol Hollow Road

Name

Address

City, State Mossville, IL

Client: Hermann & Associates, LLC

Company

Address 4603 North Galena Road

City, State Peoria Heights, IL 61616

Primary Point of Contact Alicia Hermann, P.E.

Phone/Email 309.687.5666 / ahermann@hermannassoc.com

Services: Pavement Investigation (thickness and classification)

Fee: Time & Materials (Invoiced Monthly) ESTIMATED $1,800

Proposal By

Company: IMEG Corp.

By: Scott M. Osmulski

Print: Scott M. Osmulski

Date: November 30, 2021

Accepted By

Company:

By:

Print:

Date:
TERMS AND CONDITIONS

Standard of Care: Services provided by IMEG Corp. (hereinafter referred to as "the Engineer") under this Agreement will be performed in accordance with generally accepted professional practices in a manner consistent with the level of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances in the same or similar location.

Client Responsibilities: IMEG shall be entitled to rely on the accuracy of documentation presented to it by Client. In the event of updates or changes to any documentation provided to IMEG in furtherance of its services, the Client is responsible for advising IMEG personnel of such updates or changes in writing.

Additional Services: When additional services beyond the defined scope of work are requested, an amendment or change order will be prepared by the Engineer and approved by the Client prior to commencing work. Client’s approval by email or payment of proposed additional services shall be deemed binding. Additional services shall be performed on a time and material basis or for a negotiated fee.

Compensation: Services provided by the Engineer on a time and material basis shall be performed in accordance with the Engineer’s current fiscal year Standard Hourly Rate Schedule in effect at the time of performance. This schedule is updated yearly and is available upon request.

Performance: Engineer has multiple offices and has professional service agreements for additional engineering and production assistance. The Engineer may use any office or professional service in the completion of services required for the Project. Engineer shall perform work pursuant to an agreed-upon schedule and consistent with the orderly progress inherent in the Engineer’s Standard of Care. Work performed in the State of New York or North Carolina may be performed by VPH Engineering Services, P.C. utilizing Engineer’s processes and standards.

Billing/Payment: The Client agrees to pay the Engineer for all services performed and all costs incurred. Invoices for the Engineer’s services shall be submitted either upon completion of such services or on a monthly basis. Invoices shall be due and payable within 30 days of invoice date (direct) or 15 days from payment by Owner (consultant). Client shall notify Engineer of any objections to the invoice within five working days of receipt and agree to pursue, in good faith, all payments owed to Engineer for services rendered. Payment of any invoice indicates Client’s acceptance of this Agreement, these Terms & Conditions, and satisfaction with Engineer’s services. Payment of invoices is in no case subject to unilateral discounting, back-charges, or set-offs by the Client, and payment is due regardless of suspension or termination of this Agreement by either party. Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event any portion of an account remains unpaid 120 days after the billing, the Engineer may institute collection action and the Client shall pay all costs of collection, including reasonable attorney’s fees.

Indemnification: The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Engineer, its directors, employees and agents against claims, damages, liabilities and costs arising from and in proportion to the negligent acts or failure to act of Client and its directors, employees and agents in the performance of services under this Agreement on a comparative basis of fault. The Client shall not be obligated to indemnify the Engineer and its directors, employee and agents for their own negligence or the negligence of others. The Engineer agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its directors, employees and agents against claims, damages, liabilities and costs arising from and in proportion to the negligent acts or failure to act of Engineer and its directors, employees and agents in the performance of services under this Agreement on a comparative basis of fault. The Engineer shall not be obligated to indemnify the Client and its directors, employee and agents for their own negligence or the negligence of others. The other provisions of this Agreement notwithstanding, in the event of any claim within the purview of the indemnification provisions of this section, each indemnifier shall control its defense, and at the time of claim resolution each indemnifier shall provide reimbursement for any reasonable defense cost, recoverable by law, caused by any negligence or other fault by or attributable to each indemnifier as determined by a competent trier of fact. As such, the parties recognize and expressly acknowledge that the duty to defend is not applicable to this Agreement and wholly separate and distinct from the duty to indemnify and hold harmless as set forth in this section.

Insurance: IMEG shall obtain and maintain the following insurance coverages: Commercial General Liability, Automobile Liability, Umbrella/Excess Liability, Workers Compensation/Employer’s Liability, and Professional Liability. Certificates of insurance will be provided to the Client upon request. When stipulated by the Parties, Commercial General Liability, Automobile Liability, Umbrella/Excess Liability, Workers Compensation/Employer’s Liability shall be written or endorsed to include named additional insured, primary/non-contributory coverage, and other coverages subject to all terms, exclusions and conditions of the policies and any limitations as to coverage amounts as agreed upon by the Parties.

Certifications, Guarantees and Warranties: The Engineer shall not be required to execute any document or make any promise that would result in the Engineer certifying, guaranteeing or warranting the existence of any conditions.

Assignment: Neither party to this Agreement shall transfer, sublet or assign any rights or duties under or in respect of this Agreement, including, but not limited to, monies that are due or monies that may be due, without the prior written consent of the other party, which shall not be unreasonably withheld. Subcontracting to subcontractors, normally contemplated by the Engineer as a generally accepted business practice, shall not be considered an assignment for purposes of this Agreement.

Dispute Resolution: Any claims or disputes between the Client and the Engineer arising out of the services to be provided by the Engineer or out of this Agreement shall be submitted to non-binding mediation. The Client and the Engineer agree to include a similar mediation agreement with all contractors, subcontractors, sub-subcontractors, suppliers and fabricators, providing for mediation as the primary method of dispute resolution among all parties. The laws of the State where the project is located govern the validity of this Agreement, its interpretation and performance. Any litigation arising in any way from this Agreement shall be brought in the courts of that State.

Construction Means and Methods: The Engineer shall not be responsible for, nor have control over or charge of, construction means, methods, sequences, techniques, or procedures, or for any health or safety precautions. Neither Client nor Engineer shall hold the other responsible for damages or delays in performance caused by acts of God, strikes, walkouts, accidents, Government acts, or other events beyond the control of the Client’s or Engineer’s directors, employees, agents, or consultants.

Construction Observation: When the Engineer does not explicitly provide construction observation services within its written scope of work, it is agreed that the professional services of the Engineer do not extend to or include the review or site observation of the contractor’s work, performance, or pay request approval. During construction, the Client assumes the role of this Engineer and will hold harmless the Engineer for the contractor’s performance or the failure of the contractor’s work to conform to the design intent and the contract documents.

Project Signs: Project signs displayed at the construction site shall include "IMEG Corp." as the Engineer. Articles for publication regarding this project shall acknowledge IMEG as the Civil, Structural, Mechanical, Electrical and/or Technology Engineer, as applicable.

Adjustment, Changes, or Additions: It is understood that adjustments, changes, or additions may be necessary during construction. A contingency fund shall be maintained until construction is completed to pay for field changes, adjustments, or increased scope items. All change order amounts requested by contractors constructing Engineer-designed systems shall be submitted to the Engineer for review prior to being approved by contract holder. The Engineer will not approve amounts requested that are above a normal bid amount for the work involved. In no case will costs be assessed to the Engineer at the discretion of the contractor, the Client, or the Owner without prior agreement and approval of the Engineer. Engineer shall not be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

Ownership: All drawings, specifications, BIM and other work product of the Engineer developed for this Project are instruments of service owned by IMEG. IMEG shall provide Client with a license to use said instruments of service for purposes consistent with successful project completion, including extensions, if mutually agreed. Use of any instruments of service by the Engineer, or the Owner acting for the Client, for any other use without the express written permission of the Engineer, shall be at the Client’s risk. Client agrees to defend, indemnify and hold harmless the Engineer for all claims, damages and expenses, including reasonable attorney’s fees, arising out of unauthorized use of IMEG’s instruments of service.

Electronic Files: The Client hereby grants permission for the Engineer to use electronic background information produced by the Client in the completion of the project. The Client also grants permission to the Engineer to release Engineers’ documents (including their backgrounds) electronically to Client, contractors, and vendors as required in the execution of the project.
Employment: For the duration of this contract, plus six (6) months from the date of final payment received, neither the Engineer nor Client, nor their respective agents, will offer employment or contact any person for such purposes who is or was employed by Engineer, Client, or their agents for the period of performance of this contract.

Termination: The Client or Engineer may, after giving seven (7) days written notice, terminate this agreement and the Engineer shall be paid for services provided up to the termination notice date, including reimbursable expenses due to termination expenses. Termination expenses are defined as reimbursable expenses directly attributed to the termination. Until said reimbursable expenses are paid, Engineer shall not provide any outstanding instruments of services or any other deliverable generated under this Agreement.

Survivability: In the event any provisions of this agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party. Additionally, there shall be no legal presumption against the drafter of this Agreement in the event of a dispute as to the enforceability and/or interpretation of this Agreement.

Limitation of Liability: It is agreed that the Maximum Aggregate Liability of Engineer arising out of or related to this Agreement and all work performed on this project, whether based in contract or tort, in law or equity or for negligent acts, errors, or omissions, and all claims, losses, costs, damages, cost of defense, or expenses from any cause, including Client, Contractors, and Attorney fees, will be limited to the greater of the compensation actually paid to Engineer for all work performed under this Agreement or $25,000. This limitation of liability has been agreed upon after Client and Engineer discussed the risks and rewards associated with the Project, as well as the provision of the services within both the obligations of this Agreement and the associated compensation. Upon written request by Client, the parties may negotiate in good faith and mutually agree, by way of a written Change Order or Amendment, to increase the amount of this liability limitation.

As used in this section “Engineer” includes all of IMEG’s agents, affiliates, subcontractors and subconsultants, and their respective partners, officers, directors, shareholders and employees. The limitation of liability established in this section shall survive the expiration or termination of this Agreement.

Risk Allocation: IMEG’s liability to the Client for injury or damage to persons or property arising out of work performed for the Client and for which liability may be found to rest upon IMEG, other than for professional errors, omissions or negligence, will be limited to IMEG’s general liability insurance coverage of $1,000,000.

Hazardous Environmental Conditions: Unless expressly stated in writing, IMEG does not provide assessments of the existence or presence of any hazardous or other environmental conditions or environmental contaminants or materials ("Hazardous Environmental Conditions"). Client shall inform IMEG of any hazardous and all known Hazardous Environmental Conditions before services are provided involving or affecting them. If unknown Hazardous Environmental Conditions are encountered, IMEG will notify the Client and, as appropriate, government officials of such conditions. IMEG may, without liability or reduction or delay of compensation due, proceed to suspend services on the affected portion of the project until Client takes appropriate action to abate, remediate, or remove the Hazardous Environmental Condition. IMEG shall not be considered an "arranger", "operator", "generator", "transporter", "owner", or "responsible party" of or with respect to contaminants, materials or substances. IMEG shall assume no liability whatsoever for correction of any Hazardous Environmental Conditions; and shall be entitled to payment or reimbursement of expenses, costs or damages occasioned by undisclosed Hazardous Environmental Conditions.

Buried Utilities: Client shall be responsible for designating the location of all utility lines and subterranean structures within the property lines of the Project. Client agrees to waive any claim against IMEG and to defend, indemnify and hold IMEG harmless for any claim or liability for injury or loss arising from IMEG or other persons or property at any time or at any place or in any manner that objects were not brought to IMEG's attention or which were not properly located on the plans furnished to IMEG. Client further agrees to compensate IMEG for any and all time, costs and expenses incurred by IMEG in defense of any such claim, in accordance with IMEG's then effective standard hourly fee schedule and expense reimbursement policy.

Boundary Conflict: Boundary determinations occasionally disclose unseen or unknown conflicts between the record documents and the location of physical improvements. Upon discovery of any latent or parent ambiguity, uncertainty, or dispute disclosed by the records or by placement of the boundaries on the ground, work on the boundary survey will be suspended and you will be immediately notified. IMEG will present alternatives for possible resolution and any additional work required to achieve resolution will be negotiated. If you should choose to forego resolution, all work completed to date will be invoiced for payment and the project file will be archived. For future IMEG for future resolution, IMEG will act as your mediator, consultant and expert until satisfactory resolution is achieved. Upon resolution, this initial agreement will be reinstated and completed in accordance with its initial terms and conditions, subject to potential interim rate increases.

Force Majeure: Except as hereinafter provided, no delay or failure in performance by Client or IMEG shall constitute a default under this Agreement if and to the extent the delay or failure is caused by Force Majeure. Unless the Force Majeure frustrates performance of the Services, Force Majeure shall not operate to excuse, but only to delay, performance of the Services. If Services are delayed by reason of Force Majeure, IMEG promptly shall notify Client. Once the Force Majeure event ceases, IMEG shall resume performance of the Services as soon as possible. “Force Majeure” means any event beyond the control of the Party claiming inability to perform its obligations and which such Party is unable to prevent by the exercise of reasonable diligence, including, without limitation, the combined action of workers, labor stoppages, acts of terrorism, explosions and other catastrophes, war, a monolithic on construction, delays in transportation, governmental delays in granting permits or approvals, changes in laws, expropriation or condemnation of property, governmental actions, unavailability or shortages of materials, national emergency, war, acts of terrorism, cyber-attacks, civil disturbance, floods, unusually severe weather conditions or other acts of God or public enemy. Inability to pay or financial hardship, however, shall not constitute Force Majeure regardless of the cause thereof and whether the reason is outside a Party's control.

Other Terms and Conditions: The Terms and Conditions set forth in this Agreement shall not be superseded by any additional or alternate terms and conditions presented by the Client or any other Party whether contained in invoices or in any other form unless mutually executed, in writing, by Engineer and Client.

1. The equal opportunity clause of 41 CFR § 60-1.4(a) is hereby incorporated by reference as if fully set forth herein.
2. The equal opportunity clause of 41 CFR § 60-741.5(a) is hereby incorporated by reference as if fully set forth herein. This contractor and subcontractor shall abide by the requirements of 41 CFR 60-741.5(a).
3. The equal opportunity clause of 41 CFR § 60-300.6(a) is hereby incorporated by reference as if fully set forth herein. This contractor and subcontractor shall abide by the requirements of 41 CFR 60-300.6(a).
4. The employee notice clause of 29 CFR § 417, Appendix A to Subpart A, is hereby incorporated by reference as if fully set forth herein.
5. Employer Reports on Employment of Protected Veterans (41 CFR § 81-300.10)
   a. i. IMEG agrees to report at least annually, as required by the Secretary of Labor, on:
      1) The total number of employees in the workforce of IMEG, by job category and hiring location, and the total number of such employees, by job category and hiring location, who are protected veterans;
      2) The total number of new employees hired by IMEG during the period covered by the report, and of such employees, the number who are protected veterans; and
      3) The maximum number and minimum number of employees of IMEG at each hiring location during the period covered by the report.
   b. The above items must be reported by completing the report entitled "Federal Contractor Veterans' Employment Report VETS-4212."
   c. VETS-4212 Reports must be filed no later than September 30 of each year following a calendar year in which IMEG held a covered contract or subcontract.
   d. The employment activity report required by paragraphs (a)(2) and (a)(3) of this clause must reflect total new hires and maximum and minimum number of employees during the 12-month period preceding the ending date that IMEG selects for the current employment report required by paragraph (a)(1) of this clause. IMEG may select an ending date of:
      - As of the end of any pay period during the period July 1 through August 31 of the year the report is due; or
      -
2) As of December 31, if IMEG has previous written approval from the Equal Employment Opportunity Commission to do so for purposes of submitting the Employer Information Report EEO-1, Standard Form 100 (EEO-1 Report).

e. The number of veterans reported according to paragraph (a) above must be based on data known to IMEG when completing their VETS-4212 Reports. IMEG’s knowledge of veterans status may be obtained in a variety of ways, including, in response to an invitation to applicants to self-identify in accordance with 41 CFR 60-300.42, voluntary self-disclosures by employees who are protected veteran, or actual knowledge of an employee's veteran status by IMEG. Nothing in this paragraph (e) relieves IMEG from liability for discrimination under 38 U.S.C. 4212.

Rev. 04/10/20
<table>
<thead>
<tr>
<th>Position</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Client Executive</td>
<td>$170</td>
</tr>
<tr>
<td>Senior Civil Engineer</td>
<td>$130</td>
</tr>
<tr>
<td>Civil Project Engineer</td>
<td>$120</td>
</tr>
<tr>
<td>Civil Engineer</td>
<td>$100</td>
</tr>
<tr>
<td>Geotechnical Engineer III</td>
<td>$130</td>
</tr>
<tr>
<td>Geotechnical Engineer II</td>
<td>$120</td>
</tr>
<tr>
<td>Geotechnical Engineer I</td>
<td>$100</td>
</tr>
<tr>
<td>Geotechnical Designer IV</td>
<td>$90</td>
</tr>
<tr>
<td>Geotechnical Designer III</td>
<td>$80</td>
</tr>
<tr>
<td>Land Surveyor III</td>
<td>$150</td>
</tr>
<tr>
<td>Land Surveyor II</td>
<td>$125</td>
</tr>
<tr>
<td>Land Surveyor I</td>
<td>$105</td>
</tr>
<tr>
<td>Senior Survey Technician</td>
<td>$95</td>
</tr>
<tr>
<td>Survey Technician III</td>
<td>$90</td>
</tr>
<tr>
<td>Survey Technician II</td>
<td>$70</td>
</tr>
<tr>
<td>Survey Technician I</td>
<td>$60</td>
</tr>
<tr>
<td>Construction Manager</td>
<td>$105</td>
</tr>
<tr>
<td>Senior Construction Administrator</td>
<td>$95</td>
</tr>
<tr>
<td>Construction Administrator</td>
<td>$85</td>
</tr>
<tr>
<td>Senior Field Technician</td>
<td>$75</td>
</tr>
<tr>
<td>Field Technician IV</td>
<td>$65</td>
</tr>
<tr>
<td>Field Technician III</td>
<td>$55</td>
</tr>
<tr>
<td>Field Technician II</td>
<td>$50</td>
</tr>
<tr>
<td>Field Technician I</td>
<td>$45</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>$50</td>
</tr>
<tr>
<td>CMT Local Testing - Half-Day</td>
<td>$220</td>
</tr>
<tr>
<td>CMT Local Testing - Full-Day</td>
<td>$375</td>
</tr>
</tbody>
</table>
# 2021 Standard Laboratory Testing Fees - Civil

## Aggregate Testing

<table>
<thead>
<tr>
<th>Test</th>
<th>Cost/Unit</th>
<th>Test</th>
<th>Cost/Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two-Point Proctor</td>
<td>$100/test</td>
<td>Coarse and Fine Sieve Analysis</td>
<td>$70/test</td>
</tr>
<tr>
<td>Standard Proctor</td>
<td>$185/test</td>
<td>C. and F. Sieve Analysis w/#200 Wash</td>
<td>$125/test</td>
</tr>
<tr>
<td>Modified Proctor</td>
<td>$200/test</td>
<td>Material Fine than #200 by Washing</td>
<td>$50/test</td>
</tr>
</tbody>
</table>

## Asphalt Testing

<table>
<thead>
<tr>
<th>Test</th>
<th>Cost/Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recycled Asphalt Pavement Extraction and Gradation</td>
<td>$175/test</td>
</tr>
<tr>
<td>Asphalt Shingle Extraction and Gradation</td>
<td>$200/test</td>
</tr>
</tbody>
</table>

## Concrete and Masonry Testing

<table>
<thead>
<tr>
<th>Test</th>
<th>Cost/Unit</th>
<th>Test</th>
<th>Cost/Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.75 x 3.75 Grout Prism</td>
<td>$16/test</td>
<td>Corrugated Grout Prism Mold</td>
<td>$9/each</td>
</tr>
<tr>
<td>2 x 2 Mortar Cube</td>
<td>$13/test</td>
<td>Disposable Cylinder Molds</td>
<td>$1.50/each</td>
</tr>
<tr>
<td>6 x 12 Concrete Cylinder Compression</td>
<td>$14.50/test</td>
<td>Special Capping for Irregular Surface</td>
<td>$5/each</td>
</tr>
<tr>
<td>4 x 8 Concrete Cylinder Compression</td>
<td>$11.25/test</td>
<td>Sawing Plane Ends</td>
<td>$20/cut</td>
</tr>
<tr>
<td>Flexural Strength of Concrete Beam</td>
<td>$40/test</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Soils Testing

<table>
<thead>
<tr>
<th>Test</th>
<th>Cost/Unit</th>
<th>Test</th>
<th>Cost/Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atterberg Limits (LL, PL)</td>
<td>$140/test</td>
<td>Hydrometer Analysis</td>
<td>$160/test</td>
</tr>
<tr>
<td>Unconfined Compression (Soil)</td>
<td>$55/test</td>
<td>Hydraulic Conductivity</td>
<td>$370/test</td>
</tr>
<tr>
<td>Remolded Strength (Soil)</td>
<td>$30/test</td>
<td>Falling Head Permeability</td>
<td>$250/test</td>
</tr>
<tr>
<td>Moisture &amp; Density</td>
<td>$50/test</td>
<td>Organics by Loss on Ignition</td>
<td>$80/Test</td>
</tr>
</tbody>
</table>

## Equipment

<table>
<thead>
<tr>
<th>Test</th>
<th>Cost/Unit</th>
<th>Test</th>
<th>Cost/Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nuclear Density Gauge (1/2 Day)</td>
<td>$50</td>
<td>Nuclear Density Gauge (1 Day)</td>
<td>$100</td>
</tr>
<tr>
<td>Floor Flatness Meter</td>
<td>$150/day</td>
<td>Mileage (per current IRS rate)*</td>
<td>$0.575/mi</td>
</tr>
<tr>
<td>Concrete Core Drill &amp; Generator</td>
<td>$120/day</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Note (*): Vehicle mileage billed portal to portal at current IRS rate.
PAYROLL ESCALATION TABLE

<table>
<thead>
<tr>
<th>CONTRACT TERM</th>
<th>6 MONTHS</th>
<th>OVERHEAD RATE</th>
<th>COMPLEXITY FACTOR</th>
<th>% OF RAISE</th>
</tr>
</thead>
<tbody>
<tr>
<td>START DATE</td>
<td>12/21/2022</td>
<td>148.06%</td>
<td>0</td>
<td>2.00%</td>
</tr>
<tr>
<td>RAISE DATE</td>
<td>ANNIVERSARY</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ESCALATION PER YEAR

DETERMINE THE MID POINT OF THE AGREEMENT

3

CALCULATE THE ESCALATION FACTOR TO THE MIDPOINT OF THE CONTRACT

0.50%

The total escalation for this project would be: 0.50%
**PAYROLL RATES**

Exhibit E Cost Estimate of Consultant Services Worksheet Anniversary Raise

<table>
<thead>
<tr>
<th>CLASSIFICATION</th>
<th>IDOT PAYROLL RATES ON FILE</th>
<th>CALCULATED RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Project Manager</td>
<td>$68.92</td>
<td>$69.26</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$47.79</td>
<td>$48.03</td>
</tr>
<tr>
<td>Engineer III</td>
<td>$33.00</td>
<td>$33.17</td>
</tr>
<tr>
<td>Engineer II</td>
<td>$34.35</td>
<td>$34.52</td>
</tr>
<tr>
<td>Engineer I</td>
<td>$25.70</td>
<td>$25.83</td>
</tr>
<tr>
<td>Technician V</td>
<td>$42.90</td>
<td>$43.11</td>
</tr>
<tr>
<td>Technician IV</td>
<td>$37.36</td>
<td>$37.55</td>
</tr>
<tr>
<td>Technician III</td>
<td>$31.29</td>
<td>$31.45</td>
</tr>
<tr>
<td>Technician II</td>
<td>$24.80</td>
<td>$24.92</td>
</tr>
<tr>
<td>Technician I</td>
<td>$20.78</td>
<td>$20.88</td>
</tr>
<tr>
<td>Intern</td>
<td>$12.00</td>
<td>$12.06</td>
</tr>
<tr>
<td>Administrator</td>
<td>$30.01</td>
<td>$30.16</td>
</tr>
</tbody>
</table>

MAXIMUM PAYROLL RATE 78.00

ESCALATION FACTOR 0.50%
# COST ESTIMATE WORKSHEET

**Exhibit E Cost Estimate of Consultant Services Worksheet Anniversary Raise**

**OVERHEAD RATE** 148.06%  
**COMPLEXITY FACTOR** 0.00%

<table>
<thead>
<tr>
<th>TASK</th>
<th>STAFF HOURS</th>
<th>PAYROLL</th>
<th>OVERHEAD &amp; FRINGE BENEFITS</th>
<th>DIRECT COSTS</th>
<th>FIXED FEE</th>
<th>SERVICES BY OTHERS</th>
<th>TOTAL</th>
<th>% OF GRAND TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin</td>
<td>2</td>
<td>139</td>
<td>205</td>
<td></td>
<td></td>
<td></td>
<td>46</td>
<td>390</td>
</tr>
<tr>
<td>Field Survey &amp; Cadd Processing</td>
<td>108</td>
<td>3,783</td>
<td>5,601</td>
<td>325</td>
<td>1,248</td>
<td></td>
<td>10,957</td>
<td>94.32%</td>
</tr>
<tr>
<td>QA/QC</td>
<td>2</td>
<td>96</td>
<td>142</td>
<td></td>
<td>32</td>
<td></td>
<td>270</td>
<td>2.32%</td>
</tr>
<tr>
<td>Subconsultant DL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTALS</td>
<td>112</td>
<td>4,018</td>
<td>5,948</td>
<td>325</td>
<td>1,326</td>
<td></td>
<td>11,617</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

9,966
# AVERAGE HOURLY PROJECT RATES

**Exhibit E Cost Estimate of Consultant Services Worksheet Anniversary Raise**

<table>
<thead>
<tr>
<th>CLASSIFICATION</th>
<th>AVG HOURLY RATES</th>
<th>TOTAL PROJ. RATES</th>
<th>Admin</th>
<th>Field Survey &amp; Cadd Processing</th>
<th>QA/QC</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hours</td>
<td>% Part.</td>
<td>Wgtd Avg</td>
<td>Hours</td>
<td>% Part.</td>
<td>Wgtd Avg</td>
</tr>
<tr>
<td>Senior Project Manager</td>
<td>69.26</td>
<td>2.0</td>
<td>1.79%</td>
<td>1.24</td>
<td>2</td>
<td>100.00%</td>
</tr>
<tr>
<td>Project Manager</td>
<td>48.03</td>
<td>2.0</td>
<td>1.79%</td>
<td>0.86</td>
<td>2</td>
<td>100.00%</td>
</tr>
<tr>
<td>Engineer III</td>
<td>33.17</td>
<td>0.0</td>
<td>0%</td>
<td>0.0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Engineer II</td>
<td>34.52</td>
<td>0.0</td>
<td>0%</td>
<td>0.0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Engineer I</td>
<td>25.83</td>
<td>0.0</td>
<td>0%</td>
<td>0.0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Technician V</td>
<td>43.11</td>
<td>60.0</td>
<td>53.57%</td>
<td>23.10</td>
<td>60</td>
<td>55.56%</td>
</tr>
<tr>
<td>Technician IV</td>
<td>37.55</td>
<td>0.0</td>
<td>0%</td>
<td>0.0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Technician III</td>
<td>31.45</td>
<td>0.0</td>
<td>0%</td>
<td>0.0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Technician II</td>
<td>24.92</td>
<td>48.0</td>
<td>42.86%</td>
<td>10.68</td>
<td>48</td>
<td>44.44%</td>
</tr>
<tr>
<td>Technician I</td>
<td>20.88</td>
<td>0.0</td>
<td>0%</td>
<td>0.0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Intern</td>
<td>12.06</td>
<td>0.0</td>
<td>0%</td>
<td>0.0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Administrator</td>
<td>30.16</td>
<td>0.0</td>
<td>0%</td>
<td>0.0</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

**Totals:**

- Hours: 112.0
- % Part.: 100%
- Wgtd Avg: $35.87
- Hours: 108.0
- % Part.: 100%
- Wgtd Avg: $35.03
- Hours: 0.0
- % Part.: 0%
- Wgtd Avg: $0.00

---

BLR 05513 (Rev. 04/30/21)
Avg Hr 1

Printed 12/6/2021 4:28 PM
<table>
<thead>
<tr>
<th>ITEM</th>
<th>ALLOWABLE</th>
<th>UTILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per Diem (per GOVERNOR'S TRAVEL CONTROL BOARD)</td>
<td>Up to state rate maximum</td>
<td>$0.00</td>
</tr>
<tr>
<td>Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)</td>
<td>Actual cost (Up to state rate maximum)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Air Fare</td>
<td>Coach rate, actual cost, requires minimum two weeks' notice,</td>
<td>$0.00</td>
</tr>
<tr>
<td>Vehicle Mileage (per GOVERNOR’S TRAVEL CONTROL BOARD)</td>
<td>Up to state rate maximum</td>
<td>$0.00</td>
</tr>
<tr>
<td>Vehicle Owned or Leased</td>
<td>$32.50/half day (4 hours or less) or $65/full day</td>
<td>$65.00</td>
</tr>
<tr>
<td>Vehicle Rental</td>
<td>Actual cost (Up to $55/day)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Tolls</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Parking</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Overtime</td>
<td>Premium portion (Submit supporting documentation)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Shift Differential</td>
<td>Actual cost (Based on firm's policy)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Overnight Delivery/Postage/Courier Service</td>
<td>Actual cost (Submit supporting documentation)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Copies of Deliverables/Mylars (In-house)</td>
<td>Actual cost (Submit supporting documentation)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Copies of Deliverables/Mylars (Outside)</td>
<td>Actual cost (Submit supporting documentation)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Project Specific Insurance</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Monuments (Permanent)</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Photo Processing</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>2-Way Radio (Survey or Phase III Only)</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Telephone Usage (Traffic System Monitoring Only)</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>CADD</td>
<td>Actual cost (Max $15/hour)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Web Site</td>
<td>Actual cost (Submit supporting documentation)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Advertisements</td>
<td>Actual cost (Submit supporting documentation)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Public Meeting Facility Rental</td>
<td>Actual cost (Submit supporting documentation)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Public Meeting Exhibits/Renderings &amp; Equipment</td>
<td>Actual cost (Submit supporting documentation)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Recording Fees</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Transcriptions (specific to project)</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Courthouse Fees</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Storm Sewer Cleaning and Televising</td>
<td>Actual cost (Requires 2-3 quotes with IDOT approval)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Traffic Control and Protection</td>
<td>Actual cost (Requires 2-3 quotes with IDOT approval)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Aerial Photography and Mapping</td>
<td>Actual cost (Requires 2-3 quotes with IDOT approval)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Utility Exploratory Trenching</td>
<td>Actual cost (Requires 2-3 quotes with IDOT approval)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Testing of Soil Samples*</td>
<td>Actual cost</td>
<td>$0.00</td>
</tr>
<tr>
<td>Lab Services*</td>
<td>Actual cost (Provide breakdown of each cost)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Equipment and/or Specialized Equipment Rental*</td>
<td>Actual cost (Requires 2-3 quotes with IDOT approval)</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

| TOTAL COST                                                          | $325.00                                                                   |

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

**LEGEND**

W.O. = Work Order
J.S. = Job Specific

PRINTED 12/6/2021
Peoria County
Section Number: 21-00018-00-RS
Cedar Hills Drive, 1711 to Bristol Hollow Road
Land Surveying Services

SCOPE OF SERVICES
December 6, 2021

1. Land Surveying Services
   1.1. Establish Horizontal and Vertical Control
   1.2. Complete topographic survey within the existing ROW from 1711 Cedar Hills Drive, East to Bristol Hollow Road

2. CADD and Deliverables:
   2.1. Complete processing and drafting services to IDOT CADD Standards.
   2.2. Complete new DTM for project corridor.
   2.3. Provide Microstation CAD files.
Resolution for Improvement
Under the Illinois Highway Code

Is this project a bondable capital improvement?
☐ Yes  ☒ No

BE IT RESOLVED, by the Board of the County of Peoria Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract.

For Roadway/Street Improvements:

<table>
<thead>
<tr>
<th>Name of Street(s)/Road(s)</th>
<th>Length (miles)</th>
<th>Route</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cedar Hills Drive</td>
<td>0.8</td>
<td>C.H. D28</td>
<td>IL Route 40</td>
<td>400' East of Bristol Hollow Road</td>
</tr>
</tbody>
</table>

For Structures:

<table>
<thead>
<tr>
<th>Name of Street(s)/Road(s)</th>
<th>Existing Structure No.</th>
<th>Route</th>
<th>Location</th>
<th>Feature Crossed</th>
</tr>
</thead>
</table>

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of Hot Mix Asphalt resurfacing and other related work.

2. That there is hereby appropriated the sum of fifty eight thousand five hundred eighty one and 00/100 $58,581.00 for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

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

I, Rachael Parker, Clerk in and for said County of Peoria in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by the Board of Peoria at a meeting held on January 13, 2022.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this day of .
<table>
<thead>
<tr>
<th>Clerk Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

**Approved**

<table>
<thead>
<tr>
<th>Regional Engineer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Transportation</td>
<td>Date</td>
</tr>
</tbody>
</table>
Instructions for BLR 09110 - Page 1 of 2

NOTE: Form instructions should not be included when the form is submitted.

This form shall be used when a Local Public Agency (LPA) wants to construct an improvement using Motor Fuel Tax (MFT) funds. Refer to Chapter 9 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Is this project a bondable capital improvement? Check Yes if the project was a bondable capital improvement, check no if it is not. An example of a bondable capital project may include, but is not limited to: project development, design, land acquisition, demolition when done in preparation for additional bondable construction, construction engineering, reconstruction of a roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement and/or major bridge rehabilitation. Permanent ADA sidewalk/ramp improvements and seeding/sodding are eligible expenditures if part of a larger capital bondable project. A bondable capital improvement project does not mean the LPA was required to sell bonds to fund the project, however the project did meet the criteria to be bondable.

Resolution Number Enter the resolution number as assigned by the LPA, if applicable.

Resolution Type From the drop down box choose the type of resolution:
- Original would be used when passing a resolution for the first time for this project.
- Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions.
- Amended would be used when a previously passed resolution is being amended.

Section Number Insert the section number of the improvement the resolution covers.

Governing Body Type From the drop down box choose the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.

LPA Type From the drop down box choose the LPA body type. Types to choose from are: County, City, Town or Village.

Name of LPA Insert the name of the LPA.

Contract or Day Labor From the drop down choose either Contract or Day Labor.

Roadway/Street Improvements:

Name Street/Road Insert the name of the Street/Road to be improved. For additional locations use the Add button.

Length Insert the length of this segment of roadway being improved in miles.

Route Insert the Route Number of the road/street to be improved, if applicable.

From Insert the beginning point of the improvement as it relates to the Street/Road listed to the left.

To Insert the ending point of the improvement as it relates to the Street/Road listed to the left.

Structures:

Name Street/Road Insert the name of the Street/Road on which the structure is located. For additional locations use the Add button.

Existing Structure No. Insert the existing structure number this resolution covers, if no current structure insert n/a.

Route Insert the Route number on which the structure is located.

Location Insert the location of the structure.

Feature Crossed Insert the feature the structure crosses.

1 Insert a description of the major items of work of the proposed improvement.

2 Insert the dollar value of the resolution for the proposed improvement to be paid for with MFT funds in words followed by in the same amount in numerical format in the ().
Insert the name of the LPA clerk.

Insert the type of clerk based on the LPA type. Types to choose from are: County, City, Town or Village.

Insert the name of the LPA.

Insert the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.

Insert the name of the LPA.

Insert the date of the meeting.

Insert the day Clerk is signing the document.

Insert the month and year of the Clerk's signature.

The Clerk shall sign here.

The Department of Transportation shall sign and date here once approved.

A minimum of three (3) certified signed originals must be submitted to the Regional Engineer’s District office.

Following IDOT’s approval, distribution will be as follows:

- Local Public Agency Clerk
- Engineer (Municipal, Consultant or County)
- District
TO THE HONORABLE COUNTY BOARD
county of Peoria, Illinois

Your Infrastructure Committee does hereby recommend passage of the following Resolution:

RE: PRELIMINARY ENGINEERING AGREEMENT TO DESIGN ROADS WITHIN PEORIA COUNTY

RESOLUTION

WHEREAS, Cedar Hills Drive from Illinois Route 40 to a point four hundred feet east of Bristol Hollow Road is in need of resurfacing; and

WHEREAS, your Infrastructure Committee, having considered the economic effects of the project, believes that the best interests of Peoria County will be served by the approval of a Preliminary Engineering Service Agreement to design roads using the County Motor Fuel Tax Fund for:

Phase II engineering for the resurfacing of Cedar Hills Drive (C.H. D28), designated as Section 21-00018-00-RS, at a cost not to exceed $58,581.00 with Hermann & Associates, LLC.

NOW, THEREFORE BE IT RESOLVED, that the preliminary engineering agreement be approved, and that the County Administrator be designated as the officer to sign the engineering agreement; and

BE IT FURTHER RESOLVED, that the sum of $58,581.00 be appropriated from the County Motor Fuel Tax Fund for the purpose of preliminary engineering for Section 21-00018-00-RS; and

BE IT FURTHER RESOLVED, that the County Treasurer be authorized to issue checks from the County Motor Fuel Tax Fund in payment of invoices for the engineering work.

RESPECTFULLY SUBMITTED,

INFRASTRUCTURE COMMITTEE
AGENDA BRIEFING

COMMITTEE: Infrastructure        LINE ITEM: 036-2-036-5-512-54303
MEETING DATE: January 3, 2021    AMOUNT: $238,369.00

ISSUE: Resolution for Construction Engineering Services Agreement for replacement of Structure Number 072-3105 on Dogtown Lane with Millennia Professional Services.

BACKGROUND/DISCUSSION:

Structure Number 072-3105 on Dogtown Lane (C.H. R23) is a 126’ long, three span precast concrete deck beam bridge. The bridge was constructed in 1977 and has a Sufficiency Rating of 46.8. The bridge currently carries 200 vehicles per day. The bridge support piers have deteriorated concrete and exposed reinforcement bars. The bridge deck has advanced deterioration that required the Highway Department to reduce the width of the bridge so traffic can safely cross. A bid letting for construction of the project was held on November 5, 2021 and Stark Excavating was awarded the contract with the low bid of $1,996,312.88. Federal funds will account for 80% of the construction costs.

Due to staffing levels at the Highway Department, a construction engineering agreement with Millennia Professional Service is needed to have proper oversight of the project to ensure the project is being constructed in compliance with Federal regulations. The agreement will be paid for with REBUILD Illinois funds.

This resolution will allow Peoria County to enter into a Preliminary Engineering Services Agreement with Millennia Professional Services to Perform Phase III construction engineering for the project.

COUNTY BOARD GOALS:

INFRASTRUCTURE STEWARDSHIP

STAFF RECOMMENDATION: Approve the Resolution.

COMMITTEE ACTION:

APPROVED 1/3/22 (4-0 VOTES) MS. PASTUCHA VOTED AYE VIA TELECONFERENCE; MR. RENEAU ABSENT

PREPARED BY: Jeffrey D. Gilles
DEPARTMENT: Highway       DATE: December 9, 2021
Northbound Approach

Delineators on West Edge Line

Southbound Approach
072-3105 DOG TOWN LANE RD., 9-18-2019

SOUTH PIER

CENTER SPAN

STREAM BED FACING EAST

SOUTH SLOPE WALL CRACK
072-3105 DOG TOWN LANE RD., 9-18-2019

POP OUTS SOUTH SPAN

SOUTH SPAN BEAM CRACKING

SOUTH SPAN SPALLING

DAMAGED CURB OVER PIERS (TYPICAL)
THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer  Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor  Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
In Responsible Charge  A full time LPA employee authorized to administer inherently governmental PROJECT activities
Contractor  Company or Companies to which the construction contract was awarded
AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

☑️ EXHIBIT A: Scope of Services
☑️ EXHIBIT B: Project Schedule
☑️ EXHIBIT C: Direct Costs Check Sheet
☑️ EXHIBIT D: Qualification Based Selection (QBS) Checklist
☑️ EXHIBIT E: Cost Estimate of Consultant Services Worksheets (BLR 05513 or BLR 05514)

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER’S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices, based on the ENGINEER's progress reports, to the LPA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work to date. Such invoices shall represent the value, to the LPA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Construction Engineering Contracts:
   (a) For Quality Assurance services, provide personnel who have completed the appropriate STATE Bureau of Materials QC/QA trained technical classes.
   (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and verify compliance with contract specifications.
10. That engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See Exhibit C).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit D).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. For Construction Engineering Contracts:
   (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
   (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
4. To pay the ENGINEER:
   (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
   (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as
determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

(1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.

(2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

- Percent
- Lump Sum
- Specific Rate
- Cost plus Fixed Fee: [Fixed]

Total Compensation = DL + DC + OH + FF

Where:
- DL is the total Direct Labor,
- DC is the total Direct Cost,
- OH is the firm's overhead rate applied to their DL and
- FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

**Field Office Overhead Rates:** Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds $1,000,000 for any project duration.

6. The recipient shall not discriminate on the basis of race, color, national original or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

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### III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.

2. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy. The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.

3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data.
if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER’s schedule and fees for the remainder of the project shall be equitably adjusted.

5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services provided by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.

6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the performance of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.

7. The ENGINEER and LPA certify that their respective firm or agency:
   (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
   (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
   (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
   (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
   (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
   (f) are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (e) and
   (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT < or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of $5,000 or more from the DEPARTMENT, as defined the Act. The contractor/grantee certifies and agrees that it will provide a drug free workplace by:
   (a) Publishing a statement:
      (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
      (2) Specifying the actions that will be taken against employees for violations of such prohibition.
      (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
          (a) abide by the terms of the statement; and
          (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
(b) Establishing a drug free awareness program to inform employees about:
   (1) The dangers of drug abuse in the workplace;
   (2) The grantee's or contractor's policy to maintain a drug free workplace;
   (3) Any available drug counseling, rehabilitation and employee assistance program; and
   (4) The penalties that may be imposed upon an employee for drug violations.

(c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.

(d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (b) paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.

(e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.

(f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the DEPARTMENT agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq).

11. For Construction Engineering Contracts:
   (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee In Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
   (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
   (c) That any difference between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
   (d) That in the event that engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent employed on such work at the expense of the LPA.
   (e) Inspection of all materials when inspection is not provided a the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

<table>
<thead>
<tr>
<th>AGREEMENT SUMMARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prime Consultant</td>
</tr>
<tr>
<td>Millennia Professional Services</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Subconsultants</th>
<th>TIN/FEIN/SS Number</th>
<th>Agreement Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>n/a</td>
<td>n/a</td>
<td>$0.00</td>
</tr>
<tr>
<td>Subconsultant Total</td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>Prime Consultant Total</td>
<td></td>
<td>$238,369.00</td>
</tr>
<tr>
<td>Total for all work</td>
<td></td>
<td>$238,369.00</td>
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</table>

Add Subconsultant
## AGREEMENT SIGNATURES

<table>
<thead>
<tr>
<th>Executed by the LPA:</th>
<th>Local Public Agency Type</th>
<th>Name of Local Public Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>County</td>
<td>Peoria</td>
</tr>
</tbody>
</table>

**Attest:**

<table>
<thead>
<tr>
<th>By (Signature &amp; Date)</th>
<th>By (Signature &amp; Date)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of Local Public Agency</th>
<th>Local Public Agency Type</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peoria</td>
<td>County</td>
<td>Clerk</td>
</tr>
</tbody>
</table>

(SEAL)

### Executed by the ENGINEER:

Consultant (Firm) Name: **Millennia Professional Services**

By (Signature & Date):

- **Polly Sappington**
  - Digitally signed by Polly Sappington
  - Date: 2021.12.07 16:36:52 -06'00'
  - Title: **Controller**

- **Stephan M. Dietz**
  - Digitally signed by Stephan M. Dietz
  - Date: 2021.12.07 16:05:39 -06'00'
  - Title: **Executive Vice President**

**APPROVED:**

Regional Engineer, Department of Transportation (Signature & Date):
EXHIBIT A
SCOPE OF SERVICES

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below:

Provide a Resident Construction Supervisor, inspectors, and other technical personnel to perform the following work:

A. Continuous Observation of the work and the contractor's operations for compliance with the plans and specifications as construction proceeds, but the Engineer does not guarantee the performance of the contract by the contractor.

B. Maintain all project documentation through the use of IDOT’s CMMS system.

C. Provide as-built drawings.

D. Ensure and document that all materials are from approved sources and meet the requirements outlined in the plans and specification.
EXHIBIT B
PROJECT SCHEDULE

The Project was on the IDOT November Letting and has been awarded and executed. A preconstruction meeting has not been scheduled at this time. It is anticipated that the contractor will start construction in March of 2022. This is a 75 Working Day contract. It is anticipated that the contractor should be complete with construction by the end of September 2022. Additional time will be needed for the Engineer to finalize all project documentation and submit to IDOT for review.
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.

<table>
<thead>
<tr>
<th>Item</th>
<th>Allowable</th>
<th>Quantity</th>
<th>Contract Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)</td>
<td>Actual cost (Up to state rate maximum)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Air Fare</td>
<td>Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)</td>
<td>Up to state rate maximum</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicle Owned or Leased</td>
<td>$32.50/half day (4 hours or less) or $65/full day</td>
<td>189</td>
<td>$65.00</td>
<td>$12,285.00</td>
</tr>
<tr>
<td>Vehicle Rental</td>
<td>Actual cost (Up to $55/day)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tolls</td>
<td>Actual cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking</td>
<td>Actual cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overtime</td>
<td>Premium portion (Submit supporting documentation)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shift Differential</td>
<td>Actual cost (Based on firm's policy)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overnight Delivery/Postage/Courier Service</td>
<td>Actual cost (Submit supporting documentation)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copies of Deliverables/Mylars (In-house)</td>
<td>Actual cost (Submit supporting documentation)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copies of Deliverables/Mylars (Outside)</td>
<td>Actual cost (Submit supporting documentation)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Specific Insurance</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monuments (Permanent)</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Photo Processing</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-Way Radio (Survey or Phase III Only)</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephone Usage (Traffic System Monitoring Only)</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>CADD</td>
<td>Actual cost (Max $15/hour)</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Web Site</td>
<td>Actual cost (Submit supporting documentation)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advertisements</td>
<td>Actual cost (Submit supporting documentation)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Meeting Facility Rental</td>
<td>Actual cost (Submit supporting documentation)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Meeting Exhibits/Renderings &amp; Equipment</td>
<td>Actual cost (Submit supporting documentation)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recording Fees</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transcriptions (specific to project)</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courthouse Fees</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Storm Sewer Cleaning and Televising</td>
<td>Actual cost (Requires 2-3 quotes with IDOT approval)</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Traffic Control and Protection</td>
<td>Actual cost (Requires 2-3 quotes with IDOT approval)</td>
<td></td>
<td></td>
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<tr>
<td>Aerial Photography and Mapping</td>
<td>Actual cost (Requires 2-3 quotes with IDOT approval)</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Utility Exploratory Trenching</td>
<td>Actual cost (Requires 2-3 quotes with IDOT approval)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Testing of Soil Samples</td>
<td>Actual Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lab Services</td>
<td>Actual Cost (Provide breakdown of each cost)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment and/or Specialized Equipment Rental</td>
<td>Actual Cost (Requires 2-3 quotes with IDOT approval)</td>
<td></td>
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<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Direct Costs</td>
<td></td>
<td></td>
<td>$12,285.00</td>
<td></td>
</tr>
</tbody>
</table>
The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<tr>
<td>2</td>
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<tr>
<td>6</td>
<td></td>
</tr>
<tr>
<td>7</td>
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<table>
<thead>
<tr>
<th>Project Criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add</td>
<td></td>
</tr>
</tbody>
</table>

| 8  |     | Do the written QBS policies and procedures discuss the method of selection? |

Selection committee (titles) for this project

Top three consultants ranked for this project in order

| 1  |
| 2  |
| 3  |

| 9  |     | Was an estimated cost of engineering for this project developed in-house prior to contract negotiation? |
| 10 |     | Were negotiations for this project performed in accordance with federal requirements. |
| 11 |     | Were acceptable costs for this project verified? |
| 12 |     | Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval? |
| 13 |     | Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)? |
| 14 |     | QBS according to State requirements used? |
| 15 |     | Existing relationship used in lieu of QBS process? |
| 16 |     | LPA is a home rule community (Exempt from QBS). |
Instructions for BLR 05530 - Page 1 of 3
Form instructions are not to be submitted with the form

This form shall be used for a Local Public Agency (LPA) to enter into an agreement with an Engineering firm in connection with a project funded with Federal, State, and/or Motor Fuel Tax (MFT) funds. Based on the selection of type of engineering agreement and funding type, the form will change. For more information refer to the Bureau of Local Roads and Streets Manual (BLRS) Chapter 5. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS manual.

This form can also be used for structure inspections.

When filing out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Using Federal Funds? The user must select yes or no. Based on the selection, a drop-down menu will appear. The language of the form changes based on the selection.
Selecting yes indicates federal funds will be used to fund all or a portion of the engineering for this phase of this project.
Selecting no indicates no federal funds will be used to fund any engineering for this phase of the project.

Agreement For If yes was selected for using Federal Funds, select Federal PE or Federal CE from the drop-down.
If no was selected for using Federal Funds, select MFT PE, MFT CE, or MFT PE-CE.

Agreement Type From the drop down, select the type of agreement, types to choose from are: Original or Supplemental
Number If the agreement is for a supplemental, insert the number of the supplemental using number 1 for the first supplemental, and increase the numbering as the supplementals increase.

Local Public Agency
Name of Local Public Agency Insert the name of the LPA.
County Insert the name of the county in which the LPA is located.
Section Number Insert the section number applied to this project without dashes, dashes are automatically inserted.
Job Number Insert the job number assigned for the project, if applicable.
Project Number Insert the project number assigned for this project, if applicable.
Contact Name Insert the name of the LPA contact for this project.
Phone Number Insert the phone for the LPA contact listed to the left without dashes.
Email Insert the email for the LPA contact listed to the left.

Section Provisions
Location Use the add location button to add additional locations, if needed, for up to a total of five locations. If there are more than five locations, use various.
Local Street/Road Name Insert the local street/road name.
Key Route Insert the key route of the street/road listed to the left, if applicable.
Length Insert the length in miles as it pertains to the location listed to the left. For a structure insert 0.01.
Existing Structure Number(s) Insert the existing structure number(s) for this project.
Location Termini Insert the beginning and ending termini as it pertains to this location for this project.
Add Location Use this button to add additional locations
Project Description Insert a description of the work to be accomplished by this project.
Engineering Funding Check all boxes that apply, if type other is checked, insert the type of other funding in the box following "other." The form will change based on the box(es) checked.
Anticipated Construction Funding Check all boxes that apply, if type other is checked, insert the type of other funding in the box following "other."
Instructions for BLR 05530 - Page 2 of 3

Agreement For

Select the check box for the type of engineering the agreement is for. Phase I for Preliminary Engineering, Phase II for Design Engineering, Phase III for Construction Engineering. When Federal Funds are used, Phase I and Phase II can be selected when the agreement is for Federal PE. When Federal CE is selected, only Phase III can be selected. For MFT, the Phases can be selected based on the original selection at the top of the form for the agreement type.

Consultant

Firm Name
Insert the name of the consultant firm.

Address
Insert the address of the firm listed to the left.

Contact Name
Insert the name of the contact for the firm listed to the left.

Phone Number
Insert the phone number for the contact listed to the left, without dashes.

Email
Insert the email of the contact listed to the left.

Agreement Exhibits

Check all that apply, for boxes checked that do not have a description, insert the name of the exhibit.

LPA Agrees

Method of Compensation
Select the method of compensation for this agreement by checking the applicable box.

If Percent is checked (this is only available when agreement is for MFT funds.), insert in the box the applicable percentage.

If Lump Sum is checked, complete the box after lump sum showing the lump sum compensation amount. For agreements funded with federal funds the lump sum shall be determined by using the Cost Plus Fixed Fee formula.

If Specific Rate is checked, insert the specific rate in the box. The specific rate cannot exceed $150,000. For a federal project this is limited to testing services only.

If Cost Plus Fixed Fee is checked, select the type of raise the agreement will use: Anniversary or Fixed. If this method is selected, BLR 05513 or BLR 05514 must be included in the exhibits.

Agreement Summary

Prime
Insert the name of the Prime Consultant

TIN/FEIN/SS
Insert the Prime Consultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).

Agreement Amount
Insert the maximum agreement amount.

Subconsultant
As applicable, for each sub consultant listed, insert the name of the subconsultant

TIN/FEIN/SS
Insert the Subconsultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).

Agreement Amount
Insert the maximum agreement amount for the subconsultant listed to the left.

Add Subconsultant
If additional lines are needed for additional subconsultants, insert lines as needed and complete the required information.

Subconsultant Total
This field is automatically completed, it is the sum of all the agreement amounts for all subconsultants listed.

Prime Total
This field is automatically completed, it is the amount of the prime consultant fee as listed above.

Total for All
This field is automatically completed, it is the sum of the subconsultant and the prime total.
Instructions for BLR 05530 - Page 3 of 3

Agreement Signatures

Executed by LPA

Local Public Agency Type From the drop down, select the type of LPA. Types to choose from are: City, County, Town, or Village.

Name of Local Public Agency Insert the name of the LPA.

By The LPA clerk will sign here.

By The LPA official authorized to sign this agreement will sign and date here.

Name of Local Public Agency Insert the name of the Local Public Agency.

Local Public Agency Type Insert the type of LPA.

Seal of LPA The LPA will seal the document here.

Title Insert the title of the LPA official who signed above.

Executed by the Engineer

Engineering Firm Name Insert the name of the engineering firm the agreement is with.

By The person(s) authorized to sign this agreement from the engineering firm will sign and date here.

Title Insert the title of the person signing above.

For Agreement using MFT or State Funds only:

Regional Engineer Upon approval the Regional Engineer will sign and date here.

Exhibit A Insert the scope of services covered by this agreement for this project.

Exhibit B Insert the project schedule that applies to this agreement.

Exhibit C Insert Exhibit C, Direct Costs and complete the exhibit. Only items checked and completed will be allowed as a direct cost.

Exhibit D Qualification Based Selection Checklist (QBS) process must be followed when the value of engineering will meet and/or exceed the threshold in 50 ILCS 510. If process does not apply, check the form not applicable box. If process applies and using federal funds, complete items 1 through 13. If applies and using state funds, complete items 14 through 16.

Exhibit E Cost Plus Fixed Fee Estimate of Consultant Services Worksheet (BLR 05513 or BLR 05514). If the method of compensation was checked as Cost Plus Fixed Fee (Anniversary or Fixed Raise) in the agreement, then select this box and attach the correct BLR form: BLR 05514 for fixed raise, or BLR 05513 for Anniversary Raises.

Exhibit Use the remaining boxes and lines to add additional exhibits as needed.

A minimum of four (4) signed originals must be submitted to the Regional Engineer's District office.

Following approval, distribution will be as follows:

Central Office (only for Projects using State and/or Federal Funds)

District

Engineer (Municipal, Consultant or County)

Local Public Agency Clerk
### Local Public Agency
Peoria County

### County
Peoria

### Consultant (Firm) Name
Millennia Professional Services

### Prepared By
Steve Dietz

### Date
12/6/2021

### PAYROLL ESCALATION TABLE

<table>
<thead>
<tr>
<th>CONTRACT TERM</th>
<th>MONTHS</th>
<th>OVERHEAD RATE</th>
<th>COMPLEXITY FACTOR</th>
<th>% OF RAISE</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td></td>
<td>148.06%</td>
<td>0</td>
<td>2.00%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>START DATE</th>
<th>RAISE DATE</th>
<th>END DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/1/2022</td>
<td>2/1/2022</td>
<td>12/31/2022</td>
</tr>
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</table>

### ESCALATION PER YEAR

<table>
<thead>
<tr>
<th>Year</th>
<th>First Date</th>
<th>Last Date</th>
<th>Months</th>
<th>% of Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>1/1/2022</td>
<td>2/1/2022</td>
<td>1</td>
<td>8.33%</td>
</tr>
<tr>
<td>1</td>
<td>2/2/2022</td>
<td>1/1/2023</td>
<td>11</td>
<td>93.50%</td>
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</table>

The total escalation = 1.83%
<table>
<thead>
<tr>
<th>CLASSIFICATION</th>
<th>IDOT PAYROLL RATES ON FILE</th>
<th>CALCULATED RATE</th>
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<tbody>
<tr>
<td>Senior Project Manager</td>
<td>$68.92</td>
<td>$70.18</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$47.79</td>
<td>$48.67</td>
</tr>
<tr>
<td>Project Engineer</td>
<td>$40.50</td>
<td>$41.24</td>
</tr>
<tr>
<td>Technician V</td>
<td>$42.90</td>
<td>$43.69</td>
</tr>
<tr>
<td>Technician IV</td>
<td>$37.36</td>
<td>$38.04</td>
</tr>
<tr>
<td>Technician III</td>
<td>$31.29</td>
<td>$31.86</td>
</tr>
<tr>
<td>Technician II</td>
<td>$24.80</td>
<td>$25.26</td>
</tr>
<tr>
<td>Technician I</td>
<td>$20.78</td>
<td>$21.16</td>
</tr>
<tr>
<td>Engineer III</td>
<td>$33.00</td>
<td>$33.61</td>
</tr>
<tr>
<td>Engineer II</td>
<td>$34.35</td>
<td>$34.98</td>
</tr>
<tr>
<td>Engineer I</td>
<td>$25.70</td>
<td>$26.17</td>
</tr>
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</table>
## COST ESTIMATE WORKSHEET

Exhibit E Cost Estimate of Consultant Services Worksheet Fixed Raise

### OVERHEAD RATE 148.06%  
### COMPLEXITY FACTOR 0

<table>
<thead>
<tr>
<th>TASK</th>
<th>STAFF HOURS</th>
<th>PAYROLL</th>
<th>OVERHEAD &amp; FRINGE BENEFITS</th>
<th>DIRECT COSTS</th>
<th>FIXED FEE</th>
<th>SERVICES BY OTHERS</th>
<th>TOTAL</th>
<th>% OF GRAND TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Management</td>
<td>64</td>
<td>4,492</td>
<td>6,650</td>
<td>1,482</td>
<td>-</td>
<td>12,624</td>
<td>5.30%</td>
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<tr>
<td>Construction Inspection</td>
<td>1887</td>
<td>75,948</td>
<td>112,449</td>
<td>12,285</td>
<td>25,063</td>
<td>225,745</td>
<td>94.70%</td>
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</tr>
<tr>
<td>Subconsultant DL</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>1951</strong></td>
<td><strong>80,440</strong></td>
<td><strong>119,099</strong></td>
<td><strong>12,285</strong></td>
<td><strong>26,545</strong></td>
<td><strong>238,369</strong></td>
<td><strong>100.00%</strong></td>
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</table>

Printed 12/7/2021 4:50 PM

Cost Estimate Worksheet
### Payroll Classification

<table>
<thead>
<tr>
<th>Classification</th>
<th>AVG Hrly Rates</th>
<th>Total Proj. Rates</th>
<th>Project Management</th>
<th>Construction Inspection</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hours</td>
<td>% Part.</td>
<td>Wghtd Avg</td>
<td>Hours</td>
</tr>
<tr>
<td>Senior Project Manager</td>
<td>70.18</td>
<td>84.0</td>
<td>3.28%</td>
<td>2.30</td>
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<tr>
<td>Project Manager</td>
<td>48.67</td>
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</tr>
<tr>
<td>Project Engineer</td>
<td>41.24</td>
<td>0.0</td>
<td>0.0</td>
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</tr>
<tr>
<td>Technician V</td>
<td>43.69</td>
<td>1,535.0</td>
<td>78.68%</td>
<td>34.37</td>
</tr>
<tr>
<td>Technician IV</td>
<td>38.04</td>
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<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>Technician III</td>
<td>31.86</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>Technician II</td>
<td>25.25</td>
<td>432.0</td>
<td>18.04%</td>
<td>4.66</td>
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<tr>
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<td>21.16</td>
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<tr>
<td>Engineer III</td>
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<td>34.98</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>Engineer I</td>
<td>26.17</td>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
</tr>
</tbody>
</table>

**Totals**

<table>
<thead>
<tr>
<th></th>
<th>Hours</th>
<th>% Part.</th>
<th>Wghtd Avg</th>
<th></th>
<th>Hours</th>
<th>% Part.</th>
<th>Wghtd Avg</th>
<th></th>
<th>Hours</th>
<th>% Part.</th>
<th>Wghtd Avg</th>
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</thead>
<tbody>
<tr>
<td>D38</td>
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</tr>
<tr>
<td>Totals</td>
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<td>100%</td>
<td>$41.23</td>
<td>64.0</td>
<td>100.00%</td>
<td>$70.18</td>
<td>1887.0</td>
<td>100%</td>
<td>$40.25</td>
<td>0.0</td>
<td>0%</td>
</tr>
</tbody>
</table>
Resolution for Improvement
Under the Illinois Highway Code

Is this project a bondable capital improvement?
☑ Yes  ☐ No

BE IT RESOLVED, by the Board of the County of Peoria, Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract.

For Roadway/Street Improvements:

<table>
<thead>
<tr>
<th>Name of Street(s)/Road(s)</th>
<th>Length (miles)</th>
<th>Route</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
</table>

For Structures:

<table>
<thead>
<tr>
<th>Name of Street(s)/Road(s)</th>
<th>Existing Structure No.</th>
<th>Route</th>
<th>Location</th>
<th>Feature Crossed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dogtown Lane</td>
<td>072-3105</td>
<td>R23</td>
<td>Sec. 15, T9N, R5E</td>
<td>W. Fork Kickapoo Creek</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED,
1. That the proposed improvement shall consist of Construction engineering of the replacement of Structure Number 072-3105.

2. That there is hereby appropriated the sum of two hundred thirty eight thousand three hundred sixty nine and 00/100 Dollars ($238,369.00) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

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

I, Rachael Parker, Clerk in and for said County of Peoria, in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by the Board of Peoria at a meeting held on January 13, 2022. IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this day of Month, Year.

(Seal)

Clerk Signature Date

Approved

Regional Engineer
Department of Transportation Date

Printed 12/22/21 Page 1 of 1
Instructions for BLR 09110 - Page 1 of 2

NOTE: Form instructions should not be included when the form is submitted.

This form shall be used when a Local Public Agency (LPA) wants to construct an improvement using Motor Fuel Tax (MFT) funds. Refer to Chapter 9 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Is this project a bondable capital improvement? Check Yes if the project was a bondable capital improvement, check no if it is not. An example of a bondable capital project may include, but is not limited to: project development, design, land acquisition, demolition when done in preparation for additional bondable construction, construction engineering, reconstruction of a roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement and/or major bridge rehabilitation. Permanent ADA sidewalk/ramp improvements and seeding/sodding are eligible expenditures if part of a larger capital bondable project. A bondable capital improvement project does not mean the LPA was required to sell bonds to fund the project, however the project did meet the criteria to be bondable.

Resolution Number Enter the resolution number as assigned by the LPA, if applicable.

Resolution Type From the drop down box choose the type of resolution:
- Original would be used when passing a resolution for the first time for this project.
- Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions.
- Amended would be used when a previously passed resolution is being amended.

Section Number Insert the section number of the improvement the resolution covers.

Governing Body Type From the drop down box choose the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.

LPA Type From the drop down box choose the LPA body type. Types to choose from are: County, City, Town or Village.

Name of LPA Insert the name of the LPA.

Contract or Day Labor From the drop down choose either Contract or Day Labor.

Roadway/Street Improvements:

Name Street/Road Insert the name of the Street/Road to be improved. For additional locations use the Add button.

Length Insert the length of this segment of roadway being improved in miles.

Route Insert the Route Number of the road/street to be improved if applicable.

From Insert the beginning point of the improvement as it relates to the Street/Road listed to the left.

To Insert the ending point of the improvement as it relates to the Street/Road listed to the left.

Structures:

Name Street/Road Insert the name of the Street/Road on which the structure is located. For additional locations use the Add button.

Existing Structure No. Insert the existing structure number this resolution covers, if no current structure insert n/a.

Route Insert the Route number on which the structure is located.

Location Insert the location of the structure.

Feature Crossed Insert the feature the structure crosses.

1 Insert a description of the major items of work of the proposed improvement.

2 Insert the dollar value of the resolution for the proposed improvement to be paid for with MFT funds in words followed by in the same amount in numerical format in the ().
Name of Clerk
Insert the name of the LPA clerk.

LPA Type
Insert the type of clerk based on the LPA type. Types to choose from are: County, City, Town or Village.

Name of LPA
Insert the name of the LPA.

Governing Body Type
Insert the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.

Name of LPA
Insert the name of the LPA.

Date
Insert the date of the meeting.

Day
Insert the day Clerk is signing the document.

Month, Year
Insert the month and year of the Clerk's signature.

Seal
The Clerk shall seal the document here.

Clerk Signature
Clerk shall sign here.

Approved
The Department of Transportation shall sign and date here once approved.

A minimum of three (3) certified signed originals must be submitted to the Regional Engineer’s District office.
Following IDOT’s approval, distribution will be as follows:

Local Public Agency Clerk
Engineer (Municipal, Consultant or County)
District
Your Infrastructure Committee does hereby recommend the passage of the following Resolution:

**RE: CONSTRUCTION ENGINEERING SERVICES AGREEMENT RESOLUTION**

**RESOLUTION**

WHEREAS, your Infrastructure Committee, having considered the economic effects of the following project, believes that the best interests of Peoria County will be served by the approval of a Construction Engineering Services Agreement using the County Motor Fuel Tax Fund for:

Construction engineering for structure replacement on Dogtown Road, designated as Section 17-00132-00-BR, at a cost not to exceed $238,369.00 with Millennia Professional Services.

NOW THEREFORE BE IT RESOLVED, that the engineering agreement be approved and that the County Administrator be designated as the officer to sign the agreement with Millennia Professional Services for construction engineering of the structure replacement on Dogtown Road, designated as Section 17-00132-00-BR; and

BE IT FURTHER RESOLVED, that $238,369.00 be appropriated from the County Motor Fuel Tax Fund for construction engineering of Section Number 17-00132-00-BR; and

BE IT FURTHER RESOLVED, that the County Treasurer is hereby authorized to issue checks from the County Motor Fuel Tax Fund in payment for construction engineering services for Section 17-00132-00-BR.

Respectfully Submitted,

Infrastructure Committee
Board of Health - liaison
(Length of Term: 1 year)
Betty Duncan
1521 N.E. Madison
Peoria IL 61603
Expiring: 1/31/2023

Land Use Committee
(Length of Term: Concurrence of Term)
Matthew Windish
5610 N. Townhouse Rd.
Brimfield, IL  61517

Local FEMA Board
(Length of Term: Annually)
Kathi Urban
324 Main Street, Room 301
Peoria IL 61602-2332
Expiring: 1/31/2023

Tri-County River Valley Development Authority
(Length of Term: 3 years)
Jimmy Dillon
229 N. Kickapoo Terrace
West Peoria IL 61604
Expiring: 1/21/2025
PEORIA COUNTY BOARD APPOINTMENTS
February 10, 2022

*Subject to Change*

Agricultural Areas Committee
(Length of Term: 2 years)
Brian Elsasser
330 S Kennedy Ave
Princeville IL 61559-9623
Expiring: 2/1/2022

Emergency Telephone System Board
(Length of Term: 4 years)
James Bachman
623 W. Stratford Drive
Peoria IL 61614
Expiring: 2/28/2022
AGENDA BRIEFING

ISSUE: ZBA Case #ZBA-2021-000039. A Special Use request from Section 20-5.5.2.2.C which allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented; and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short-term rental basis.

BACKGROUND/DISCUSSION: This case is in District #13, which is County Board member Jim Fennell’s district. The petitioners, Kim and David Russell, request a Special Use from Section 20-5.5.2.2.C of the Unified Development Ordinance, which allows for a Special Use for Overnight Accommodations in the “R-2” Medium Density Residential Zoning District. The petitioners request to offer an entire single-family dwelling for rent on a short-term basis through the websites Airbnb and VRBO. The subject parcel is located at 11846 N. Riverview Rd. in the Southwest Quarter of Section 23 in Medina Township. There are 2 consents and 0 objections on file. The subject parcel and all surrounding parcels are zoned “R-2” Medium Density Residential. The subject parcel consists of a single-family dwelling and a detached garage. To the north of the subject parcel are five vacant residential lots, to the west and east are single-family dwellings, and to the south is the Illinois River. The entire property will be rented as a single-family dwelling, most often to one family at a time. The petitioners’ request is consistent with the surrounding area, as single-family dwellings are the principal land use along N. Riverview Rd. Development standards for all overnight accommodations are outlined in Section 20-7.8 of the UDO. Section 20-7.8.1 states that the section applies to all overnight accommodations in the County for any type of commercial establishment where rooms are rented at a daily rate to the general public. Section 20-7.8.5 also requires that the operator keep a log identifying the name, address, and phone number of all guests, and Section 20-7.8.6 requires that overnight accommodations not begin operation until a Certificate of Occupancy has been issued by the Zoning Administrator. No conditions were found that would cause the Peoria City/County Health Department to recommend denial of the request. The Department recommends that the property owner leave information regarding their onsite wastewater disposal or potable water system(s) for guests so that their systems are properly cared for and maintained. The Department also recommends that the property owner have guests notify them immediately of any problems with the onsite wastewater disposal or potable water systems during their stay. The subject parcel has 75 feet of road frontage along N. Riverview Rd., a township collector road. The Trip Generation Report shows a range of 4.81 to 19.39 trips on a weekday per single-family dwelling unit. The Report also cites an average of 2.65 trips per resident on a weekday, while the assisted living land use, similar to a residential care home, a permitted use in the R-2 District, shows an average of 4.14 trips on a weekday per occupied bed. The maximum number of 7 property guests would generate about 18.55 trips. An assisted living facility with 7 residents would generate about 28.98 trips. The potential traffic generated by the proposed use is consistent with the observed rates for a single-family dwelling unit and less than the projected traffic generation for a residential care home. The County Highway Department will defer to the Medina Township Road Commissioner, as this section of Riverview Rd. is maintained by the road district. No comments were received from the Medina Township Road Commissioner. The petitioners’ request is consistent with the Environmental Corridor Land Use designation, as this Land Use Form recognizes the value of environmental corridors as recreational, residential, and economic attractions. The subject property’s proximity to the Illinois River promotes visitor attraction through recreational and eco-tourism opportunities. The petitioners’ request is also consistent with the Peoria County Growth Strategy of generating economic opportunity and stability. The operation of overnight accommodations would provide income for a local business, and visitors to the area would have an additional option for lodging. The Medina Township Planning Commission voted to approve the petition.

COUNTY BOARD GOALS:

STAFF RECOMMENDATION: Approval with the following restrictions:

1. The Special Use is null and void in the event that the subject parcels are no longer owned by Kim Russell or David Russell.
2. No more than four (4) automobiles in total which are parked accessory to the single-family dwelling at the subject property may be parked outside at the subject property, or on an adjacent property under the same ownership, for a period of more than seventy-two (72) continuous hours, pursuant to Section 20-7.7.7.5 of the Unified Development Ordinance.
3. No more than seven (7) guests may be present at the subject parcels at any one time.
4. Overnight accommodations may not be offered at the subject property until a Certificate of Occupancy has been issued by the Department of Planning and Zoning, per Section 20-7.8, “Overnight Accommodations,” of the Peoria County Unified Development Ordinance.
5. The Special Use Permit may be terminated by the Zoning Administrator upon violation of the above restrictions, per Section 20-3.5.9 of the Peoria County Unified Development Ordinance.

ZBA RECOMMENDATION: Approval with restrictions (6-0)

COMMITTEE ACTION: Approved 1/3/22 (6-0 votes) Mr. Elsasser voted aye via teleconference

PREPARED BY: Taylor Armbruster, Planner I
DEPARTMENT: Planning & Zoning
DATE: December 17, 2021
Report to the Zoning Board of Appeals for the December 9, 2021 Public Hearing

Date: November 30, 2021
Case/Petitioner: ZBA-2021-000039 Kim & David Russell / 5161 N. Prospect Rd., Peoria Heights, IL 61616
Request: A Special Use request from Section 20-5.5.2.2.C which allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented; and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short-term rental basis.
Location: SW 1/4 Section 23, Medina Township / 11846 N. Riverview Rd., Chillicothe, IL 61523 / Parcel ID 09-23-327-002
Land Use Form: Environmental Corridor and River Freight
Current Zoning: “R-2” Medium Density Residential
Present Use: Residential
Size of Site: 0.30 acres
Surrounding Zoning: North: “R-2” Medium Density Residential
South: “R-2” Medium Density Residential
East: “R-2” Medium Density Residential
West: “R-2” Medium Density Residential
Surrounding Land Uses: North: Vacant
South: Illinois River
East: Residential
West: Residential
Public Services: Fire: Chillicothe Community FPD
Schools: Chillicothe IVC District #321
Water: Private well
Sewer: Public sewer
Transportation: N Riverview Rd., township collector road
Pertinent Zoning Cases On Site: Code Case #VIOL-2021-000318
Pertinent Zoning Cases In Surrounding Area: Zoning Case #ZBA-2021-000033
Department of Planning and Zoning Recommendation: APPROVAL WITH RESTRICTIONS
Case Analysis

Request and Location: The petitioners, Kim and David Russell, request a Special Use to provide Overnight Accommodations in the “R-2” Medium Density Residential Zoning District. Overnight accommodations may be established as a special use in the R-2 District provided that they meet the requirements set forth in Section 7.8 (“Overnight Accommodations”) and provided that no more than five rooms or suites are rented and that rooms are not rented for a period of more than fourteen days. The petitioners propose to offer an entire single-family dwelling for rent on a short-term basis through the short-term rental websites Airbnb and VRBO. The subject parcel consists of a single-family dwelling and a detached garage. The subject parcel is located at 11846 N. Riverview Rd. in the Southwest Quarter of Section 23 in Medina Township.

Pertinent Zoning Cases on Site: Code case #VIOL-2021-000318 was opened with the Department of Planning and Zoning on September 16, 2021. The original complaint stated that an Airbnb was being run from the property without a Special Use, and a verification inspection confirmed the operation of overnight accommodations. An evidentiary hearing has been scheduled for February 2, 2022, before the Peoria County Adjudication Officer.

Pertinent Zoning Cases in Surrounding Area: Zoning case #ZBA-2021-000033 was a request for a Special Use to provide Overnight Accommodations in the “R-2” Medium Density Residential District. The petitioner in case #ZBA-2021-000033 proposed to offer an entire single-family dwelling for rent on a short-term basis through the short-term rental website Airbnb. Case #ZBA-2021-000033 was located at 13933 N. River Beach Dr., approximately 2.33 miles northeast of the subject property. On November 11, 2021, the County Board approved the request for a Special Use with restrictions.

Surrounding Zoning and Land Use: The subject parcel and all surrounding parcels are zoned “R-2” Medium Density Residential. The subject parcel consists of a single-family dwelling and a detached garage. This single-family dwelling consists of 1,416 square feet of living space and contains 3 bedrooms. Five vacant residential lots are located to the north and northwest of the subject property. The petitioners own one of these vacant lots, PIN #09-23-326-008, which is adjacent to the subject property across N. Riverview Rd. This vacant lot is not included in the petitioners’ request. Single-family dwellings lie to the west and east of the subject parcel. The Illinois River lies to the south, and the subject parcel has approximately 75 feet of frontage on the water. Single-family dwellings are the principal land use along N. Riverview Rd. and this part of the Illinois River. The petitioners request to offer the single-family dwelling at the subject property as an overnight accommodation on a short-term basis. The petitioners note that on average, the house is available to rent most weekends and weekdays varying on season, and the house is occupied approximately 30-60% of available nights. The petitioners have also stated that guests stay for 2-3 nights on average, and the dwelling is never rented for more than 12-13 days at a time. The entire house will be rented rather than each room being rented individually, so the use of the property will be similar to that of a single-family dwelling. The subject property’s Airbnb listing also states that no parties or events are allowed, and check-in time is between 2 PM and 6 PM with check-out time at 10 AM. The petitioners’ request is consistent with the single-family residential character of the surrounding area.

Technical Adequacy: The subject parcel is currently zoned “R-2” Medium Density Residential. Permitted uses in the “R-2” Medium Density Residential District include single-family detached and two-family dwellings, childcare homes, and small or medium residential care homes. A residential care home is defined as a dwelling in which staff persons provide care, education, and participation in community activities for a group of unrelated individuals who have long-term disabilities or handicaps with the primary goal of developing or exercising basic skills for daily living. Medium residential care homes may support up to eight (8) residents. Section 20-5.5.2.2.c of the Unified Development Ordinance (UDO) allows for a special use for overnight accommodations in the R-2 district, provided that: 1. no more than five (5) rooms or suites are rented and 2. rooms are not rented for a period of more than fourteen (14) days. Development standards for all overnight accommodations are outlined in Section 20-7.8 of the UDO, and Section 20-7.8.1 states that the section applies to all overnight accommodations in the County, regardless of whether they are considered a “bed and breakfast establishment,” “hotel,” “motel,” “boarding house,” “rooming house,” or any other type of commercial establishment where rooms are rented at a daily rate to the general public. Section 20-7.8.5 also requires that the operator keep a log identifying the name, address, and phone number of all guests, and Section 20-7.8.6 requires that overnight accommodations not begin operation until a Certificate of Occupancy has been issued by the Zoning Administrator. According to the subject property’s Airbnb listing, the petitioners offer the entire house for rent, which includes 3 bedrooms that can accommodate 6 or 7 guests. The petitioners have also stated that the average number of guests is 4-5. The Airbnb listing also states that Ring doorbells are
installed at the side entrance and the kitchen entrance, and these doorbells video record the arrival of guests. The petitioners’ proposal is consistent with the UDO’s overnight accommodation requirements.

**Environmental Impacts:** According to FEMA Flood Insurance Rate Maps, the subject parcel is located within a designated 500-year floodplain, where structures are not required to meet floodplain development standards. At the time of the Peoria City/County Health Department’s review, no conditions were found that would cause the Department to recommend denial of the request. It is a recommendation of the Department for the property owner to leave information in regards to their onsite wastewater disposal or potable water system(s) for their guests so that their systems are properly cared for and maintained. It is also recommended that the property owner have their guests notify them immediately of any problems with either their onsite wastewater disposal or potable water systems during the duration of their stay. Provided the requirements of the Peoria City/County Health Department are met, the petitioners’ request to offer overnight accommodations at the subject parcel should have a minimal effect on the surrounding environment.

**Transportation Impacts:** The subject parcel has 75 feet of road frontage along N. Riverview Rd., a township collector road, and the parcel is accessed off N. Riverview Rd. No new access points are proposed at this time. The petitioners have stated that the 2-stall garage at the property is available for guest use. The 2017 IDOT Traffic Map shows a total of 250 vehicle trips for this part of N. Riverview Rd. The 8th Edition of the Trip Generation Report published by the Institute of Transportation Engineers cites an average rate of 9.44 vehicle trips on a weekday per single-family dwelling unit, and the rates observed in the study range from 4.81 trips to 19.39 trips. The Trip Generation Report also cites an average of 2.65 vehicle trips per resident on a weekday for the single-family detached housing land use. Should the maximum number of 7 guests stay at the property, the approximate trip generation would be 18.55 trips, if each guest arrived in their own vehicle. Residential care homes are a permitted use in the “R-2” District. For the Assisted Living Land Use, the land use most similar in character to the Residential Care Home definition of the UDO, the Trip Generation Report cites an average of 4.14 vehicle trips on a weekday per occupied bed. Were an assisted living facility to support 7 residents, the weekday trip generation would be approximately 28.98 trips. Accordingly, the potential traffic generated by the proposed use is consistent with the observed rates for a single-family dwelling unit and less than the projected traffic generation for a residential care home, one of the R-2 district’s permitted land uses. Given the existing traffic volume along this portion of N. Riverview Rd., the petitioners’ request should not have a negative impact on local traffic patterns. The County Highway Department will defer to the Medina Township Road Commissioner, as this section of Riverview Rd. is maintained by the road district. No comments have been received from the Medina Township Road Commissioner.

**Land Use Form:** The Future Land Use Form Map in the Peoria County Comprehensive Land Use Plan designates this area as Environmental Corridor and River Freight. The Environmental Corridor Land Use Form recognizes the value of environmental corridors as recreational, residential, and economic attractions, and the Land Use Plan also notes that these resources are a major contributor to the economy via eco-tourism and visitor attraction. The Illinois River lies directly south of the subject property, and the subject property has approximately 75 feet of frontage on the water. According to the subject property’s Airbnb listing, the dwelling includes an attached deck overlooking the river, and the property also includes private access to the shore for fishing and kayaking. Accordingly, the petitioners’ request to offer overnight accommodations at the subject property is consistent with the goals of the Land Use Plan, as the proximity to the Illinois River promotes visitor attraction through recreational and eco-tourism opportunities. The petitioners’ request is also consistent with the Peoria County Growth Strategy of generating economic opportunity and stability, as the operation of overnight accommodations would provide income for a local business, and visitors to the area would have an additional option for lodging.
Conclusions

**Consistency with Adopted County Plan.** The request is consistent with the Environmental Corridor Land Use designation of the Peoria County Future Land Use Form Map. The Environmental Corridor Land Use Form recognizes the value of environmental corridors as recreational, residential, and economic attractions, and the Land Use Plan also notes that these resources are a major contributor to the economy via eco-tourism and visitor attraction. The petitioners’ request to offer overnight accommodations at the subject property is consistent with these goals, as the proximity to the Illinois River promotes visitor attraction through recreational and eco-tourism opportunities. The petitioners’ request is also consistent with the Peoria County Growth Strategy of generating economic opportunity and stability, as the operation of overnight accommodations would provide income for a local business, and visitors to the area would have an additional option for lodging.

**Consistency with Community Character.** The subject parcel and all surrounding parcels are currently zoned “R-2” Medium Density Residential. The subject parcel consists of a single-family dwelling and detached garage. Single-family dwellings are the principal land use along N. Riverview Rd. and this part of the Illinois River. The entire single-family dwelling at the subject property will be rented rather than each room being rented individually, so the use of the property will be similar to that of a single-family dwelling. The petitioners’ request will be consistent with the surrounding area.

**Minimizing Adverse Effects.** The subject single-family dwelling includes 3 bedrooms that can accommodate 6 or 7 guests. Ring doorbells are installed at the side entrance and the kitchen entrance, and these doorbells video record the arrival of guests. The subject property’s Airbnb listing states that no parties or events are allowed, and check-in time is between 2 PM and 6 PM with check-out time at 10 AM. The petitioners state that the house is available to rent most weekend and weekdays varying on season, and, on average, the house is occupied 30-60% of available nights. The 2-stall garage at the property is available for guest use. The design of the petitioners’ proposal will minimize adverse effects on adjacent properties.

**Presence of Natural/Historical Resources.** The request does not impact known natural or historical resources.

**Compliance with Additional Standards.** A complaint was received by the Department of Planning and Zoning on September 16, 2021, stating that an Airbnb was being run from the property without a Special Use, and a verification inspection confirmed the operation of overnight accommodations. An evidentiary hearing has been scheduled for February 2, 2022, before the Peoria County Adjudication Officer. Should the special use be granted, the proposed use must comply with the requirements for Overnight Accommodations listed in Section 20-7.8 of the Unified Development Ordinance.
Staff Recommendation

Based on the above information, the Department recommends approval with the following restrictions:

1. The Special Use is null and void in the event that the subject parcels are no longer owned by Kim Russell or David Russell.
2. No more than four (4) automobiles in total which are parked accessory to the single-family dwelling at the subject property may be parked outside at the subject property, or on an adjacent property under the same ownership, for a period of more than seventy-two (72) continuous hours, pursuant to Section 20-7.7.7.5 of the Unified Development Ordinance.
3. No more than seven (7) overnight guests may be present at the subject parcels at any one time.
4. Overnight accommodations may not be offered at the subject property until a Certificate of Occupancy has been issued by the Department of Planning and Zoning, per Section 20-7.8, “Overnight Accommodations,” of the Peoria County Unified Development Ordinance.
5. The Special Use Permit may be terminated by the Zoning Administrator upon violation of the above restrictions, per Section 20-3.5.9 of the Peoria County Unified Development Ordinance.

Respectfully submitted,

Taylor Armbruster
Planner I

Andrew Braun
Assistant Director
Case No. ZBA-2021-000039 at 12:30 p.m. Hearing to be held in room 403, of the Peoria County Courthouse, Peoria, Illinois.

Petition of KIM AND DAVID RUSSELL, acting on their own behalf, a SPECIAL USE request from Section 20-5.5.2.2.C which allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented; and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short term rental basis in the “R-2” Medium Density Residential Zoning District.

FINDINGS OF FACT FOR SPECIAL USES
Section 20-3.5.4

When considering an application for a special use permit, the decision-making body shall consider the extent to which:

1. That the special use will be consistent with the purposes, goals, objectives, and standards of any officially adopted County plan and these regulations, or if not consistent, the factors which justify deviation;
   • The petitioner's request to offer overnight accommodations at the subject property is consistent with the Environmental Corridor Land Use designation of the Peoria County Land Use Form Map. The close proximity of the Illinois River promotes visitor attraction/recreational opportunities, and in turn provides income for local businesses. Granting of the Special Use would allow visitors to the area an additional option for lodging.

2. That the special use will be consistent with the community character of the immediate vicinity of the parcel proposed for development, or if not consistent, the factors which justify the inconsistency:
• The subject parcel and all surrounding parcels are zoned "R-2" Medium Density Residential. The subject parcel consists of a single-family dwelling and detached garage. Single-family dwellings are the principal land use along N. Riverview Road and this stretch of the Illinois River. The entire single-family dwelling at the subject property will be rented rather than each room individually, so the use of the property will be similar to that of other single-family dwellings in the area. The Special Use request is consistent with the community character of the area.

3. That the design of the proposed use will minimize adverse effects, including visual impacts on adjacent properties, except for land splits in the A-2 District and individual mobile homes;
• The petitioners have stated that the 3-bedroom single family dwelling can accommodate six to seven guests, and that Ring Doorbells have been installed at the side and kitchen entrances. These doorbells video record the arrival and departure of guests. The subject property's Airbnb listing states that no parties or events are allowed, and that check-in time is between 2:00 p.m. and 6:00 p.m., with check-out time at 10:00 a.m. The two-stall garage on the property is available for guest use. These factors minimize adverse effects on adjacent properties.

4. That the development has been reviewed and approved by the Illinois Department of Natural Resources with regard to the presence of endangered species, and archaeological and/or historical resources, if applicable:
• This request does not impact known natural or historical resources and is not applicable.

5. That the proposed use will comply with all additional standards imposed on it by the particular provision of these regulations authorizing such use and by all other applicable requirements of the ordinances of the County; and
• An evidentiary hearing before the Peoria County Adjudication Officer regarding this case will be held February 2, 2022. Granting of this Special Use will require the petitioner's compliance with the requirements for Overnight Accommodations listed, in Section 20-7.8 of the Unified Development Ordinance, and restrictions set forth by the Peoria County Department of Planning and Zoning.

A motion to approve the Findings of Fact was made by Mr. Fletcher and seconded by Mr. Asbell. Six affirmative votes; (6-0) (Mr. Unes was absent for vote). A motion to approve the Special Use with Restriction was made by Mr. Happ and seconded by Mr. Fletcher. A vote was taken, and the motion was approved; (6-0) (Mr. Unes was absent for vote)

Meeting adjourned at 1:45 p.m

Respectfully submitted,

Sarah Cox
ZBA Administrative Assistant
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your Land Use Committee does hereby recommend passage of the following Resolution:

RE: Approval of Special Use, Petition of Kim and David Russell.

RESOLUTION

WHEREAS, the County of Peoria has enacted a Unified Development Ordinance, Chapter 20 of the Peoria County Code; and

WHEREAS, said ordinance requires a Special Use for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented, and rooms are not rented for a period of more than 14 days, in the R-2 Medium Density Residential District; and

WHEREAS, a hearing on said Special Use was held before the Zoning Board of Appeals (ZBA) on December 9, 2021 in Case No. ZBA-2021-000039; a copy of the deliberation minutes of said hearing and a legal description of the subject property are attached; and

WHEREAS, the ZBA deliberated its decision on December 9, 2021, and voted to recommend approval of the Special Use with restrictions; a copy of the ZBA’s findings of fact is attached; and

WHEREAS, your Committee met on January 3, 2022 to consider the ZBA’s recommendation and voted to approve the Special Use with restrictions.

NOW THEREFORE BE IT ORDAINED, by the County Board of Peoria County, that the Special Use in Case No. ZBA-2021-000039 is hereby approved with the following restrictions:

1. The Special Use is null and void in the event that the subject parcels are no longer owned by Kim Russell or David Russell.
2. No more than four (4) automobiles in total which are parked accessory to the single-family dwelling at the subject property may be parked outside at the subject property, or on an adjacent property under the same ownership, for a period of more than seventy-two (72) continuous hours, pursuant to Section 20-7.7.7.5 of the Unified Development Ordinance.
3. No more than seven (7) overnight guests may be present at the subject parcels at any one time.
4. Overnight accommodations may not be offered at the subject property until a Certificate of Occupancy has been issued by the Department of Planning and Zoning, per Section 20-7.8, “Overnight Accommodations,” of the Peoria County Unified Development Ordinance.
5. The Special Use Permit may be terminated by the Zoning Administrator upon violation of the above restrictions, per Section 20-3.5.9 of the Peoria County Unified Development Ordinance.

NOTICE: Approval of this Special Use does not constitute approval of wells nor septic systems for the property required by the Peoria City/County Health Department.

RESPECTFULLY SUBMITTED,
LAND USE COMMITTEE
Lot Twelve (12) in HAMMER’S SUBDIVISION, being a Subdivision of part of the South Half of Section 23, Township 10 North, Range 8 East of the Fourth Principal Meridian; situated in Peoria County, Illinois.

Permanent Index Number(s): 09-23-327-002

Property Address: 11846 N. Riverview Rd., Chillicothe, IL 61523
### AGENDA BRIEFING

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**ISSUE:** ZBA Case #ZBA-2021-000040. A Special Use request from Section 20-5.5.2.2.C which allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented; and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short-term rental basis.

**BACKGROUND/DISCUSSION:** This case is in District #13, which is County Board member Jim Fennell’s district. The petitioner, Briscoe Financial, LLC, requests a Special Use from Section 20-5.5.2.2.c of the Unified Development Ordinance, which allows for a Special Use for Overnight Accommodations. The petitioner requests to offer an entire single-family dwelling for rent on a short-term basis through the websites Airbnb and VRBO. The subject parcel is located at 15414 N. River Beach Dr. in the Southwest Quarter of Section 5 in Chillicothe Township. There are 2 consents and 1 objection on file. The subject parcel and all surrounding parcels are zoned “R-2” Medium Density Residential. The subject parcel consists of a single-family dwelling and an attached garage. To the north, west, and southwest of the subject parcel are single-family dwellings, and to the east is the Illinois River. The entire property will be rented as a single-family dwelling, most often to one family at a time. The petitioner’s request is consistent with the surrounding area, as single-family dwellings are the principal land use along N. River Beach Dr. Development standards for all overnight accommodations are outlined in Section 20-7.8 of the UDO. Section 20-7.8.1 states that the section applies to all overnight accommodations in the County for any type of commercial establishment where rooms are rented at a daily rate to the general public. Section 20-7.8.5 also requires that the operator keep a log identifying the name, address, and phone number of all guests, and Section 20-7.8.6 requires that overnight accommodations not begin operation until a Certificate of Occupancy has been issued by the Zoning Administrator. No conditions were found that would cause the Peoria City/County Health Department to recommend denial of the request. The Department recommends that the property owner leave information regarding their onsite wastewater disposal or potable water system(s) for guests so that their systems are properly cared for and maintained. The Department also recommends that the property owner have guests notify them immediately of any problems with the onsite wastewater disposal or potable water systems during their stay. The subject parcel has 110.5 feet of road frontage along N. River Beach Dr., a township collector road. The Trip Generation Report shows a range of 4.81 to 19.39 trips on a weekday per single-family dwelling unit. The Report also cites an average of 2.65 trips per resident on a weekday, while the assisted living land use, similar to a residential care home, a permitted use in the R-2 District, shows an average of 4.14 trips on a weekday per occupied bed. The maximum number of 8 property guests would generate about 21.2 trips. An assisted living facility with 8 residents would generate about 33.12 trips. The potential traffic generated by the proposed use is consistent with the observed rates for a single-family dwelling unit and less than the projected traffic generation for a residential care home. The County Highway Department will defer to the Chillicothe Township Road Commissioner, as this section of River Beach Dr. is maintained by the road district. No comments were received from the Chillicothe Township Road Commissioner. The petitioners’ request is consistent with the Environmental Corridor Land Use designation, as this Land Use Form recognizes the value of environmental corridors as recreational, residential, and economic attractions. The subject property’s proximity to the Illinois River promotes visitor attraction through recreational and eco-tourism opportunities. The petitioner’s request is also consistent with the Unincorporated Center Land Use Form, as the proposed accommodations will provide small-scale commercial lodging for visitors to the area. The petitioners’ request is also consistent with the Peoria County Growth Strategy of generating economic opportunity and stability.

**COUNTY BOARD GOALS:**

**HEALTHY VIBRANT COMMUNITIES**

**STAFF RECOMMENDATION:** Approval with the following restrictions:

1. The Special Use is null and void in the event that the subject parcels are no longer owned by Briscoe Financial, LLC.
2. No more than four (4) automobiles in total which are parked accessory to the single-family dwelling at the subject property may be parked outside at the subject property, or on an adjacent property under the same ownership, for a period of more than seventy-two (72) continuous hours, pursuant to Section 20-7.7.7.5 of the Unified Development Ordinance.
3. No more than eight (8) guests may be present at the subject parcels at any one time.
4. Overnight accommodations may not be offered at the subject property until a Certificate of Occupancy has been issued by the Department of Planning and Zoning, per Section 20-7.8, “Overnight Accommodations,” of the Peoria County Unified Development Ordinance.
5. The Special Use Permit may be terminated by the Zoning Administrator upon violation of the above restrictions, per Section 20-3.5.9 of the Peoria County Unified Development Ordinance.

**ZBA RECOMMENDATION:** Approval with restrictions (6-0)

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Date: November 30, 2021

Case/Petitioner: ZBA-2021-000040 Briscoe Financial, LLC (Jason Briscoe, Manager) / 8747 E. Hansel Rd., Channahon, IL 60410

Request: A Special Use request from Section 20-5.5.2.2.C which allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented; and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short-term rental basis.

Location: SW 1/4 Section 5, Chillicothe Township / 15414 N. River Beach Dr., Chillicothe, IL 61523 / Parcel ID 10-05-302-027

Land Use Form: Environmental Corridor and Unincorporated Center

Current Zoning: “R-2” Medium Density Residential

Present Use: Residential

Size of Site: 0.74 acres

Surrounding Zoning: North: “R-2” Medium Density Residential
South: “R-2” Medium Density Residential
East: Illinois River
West: “R-2” Medium Density Residential

Surrounding Land Uses: North: Residential
South: Residential
East: Illinois River
West: Residential

Public Services: Fire: Chillicothe Community FPD Water: Private well
Schools: Chillicothe IVC District #321 Sewer: Private septic

Transportation: N River Beach Dr., township collector road

Pertinent Zoning Cases On Site: Code Case #VIOL-2021-000319

Pertinent Zoning Cases In Surrounding Area: Zoning Case #ZBA-2021-000033

Department of Planning and Zoning Recommendation: APPROVAL WITH RESTRICTIONS
Case Analysis

Request and Location: The petitioner, Briscoe Financial, LLC, requests a Special Use to provide Overnight Accommodations in the “R-2” Medium Density Residential Zoning District. Overnight accommodations may be established as a special use in the R-2 District provided that they meet the requirements set forth in Section 7.8 (“Overnight Accommodations”) and provided that no more than five rooms or suites are rented and that rooms are not rented for a period of more than fourteen days. The petitioner proposes to offer an entire single-family dwelling for rent on a short-term basis through the short-term rental websites Airbnb and VRBO. The subject parcel consists of a single-family dwelling and an attached garage. The subject parcel is located at 15414 N. River Beach Dr. in the Southwest Quarter of Section 5 in Chillicothe Township.

Pertinent Zoning Cases on Site: Code case #VIOL-2021-000319 was opened with the Department of Planning and Zoning on September 16, 2021. The original complaint stated that an Airbnb was being run from the property without a Special Use, and a verification inspection confirmed the operation of overnight accommodations. An evidentiary hearing has been scheduled for February 2, 2022, before the Peoria County Adjudication Officer.

Pertinent Zoning Cases in Surrounding Area: Zoning case #ZBA-2021-000033 was a request for a Special Use to provide Overnight Accommodations in the “R-2” Medium Density Residential District. The petitioner in case #ZBA-2021-000033 proposed to offer an entire single-family dwelling for rent on a short-term basis through the short-term rental website Airbnb. Case #ZBA-2021-000033 was located at 13933 N. River Beach Dr., approximately 1.66 miles southwest of the subject property. On November 11, 2021, the County Board approved the request for a Special Use with restrictions.

Surrounding Zoning and Land Use: The subject parcel and all surrounding parcels are zoned “R-2” Medium Density Residential. The subject parcel consists of a single-family dwelling and an attached garage. This single-family dwelling consists of 2,076 square feet of living space and contains 3 bedrooms. To the north, west, and southwest of the subject property are single-family dwellings. The Illinois River lies to the east, and the subject parcel has approximately 113 feet of frontage on the water. Single-family dwellings are the principal land use along N. River Beach Dr. and this part of the Illinois River. The petitioner requests to offer the single-family dwelling at the subject property as an overnight accommodation on a short-term basis. The petitioner notes that on average, the house is available for rent most weekends and weekdays varying on season, and the house is occupied approximately 30-60% of available nights. The entire house will be rented rather than each room being rented individually, so the use of the property will be similar to that of a single-family dwelling. The subject property’s Airbnb listing also states that no parties or events are allowed, and guests are limited to the number stated at the time of booking. The petitioner’s request is consistent with the single-family residential character of the surrounding area.

Technical Adequacy: The subject parcel is currently zoned “R-2” Medium Density Residential. Permitted uses in the “R-2” Medium Density Residential District include single-family detached and two-family dwellings, childcare homes, and small or medium residential care homes. A residential care home is defined as a dwelling in which staff persons provide care, education, and participation in community activities for a group of unrelated individuals who have long-term disabilities or handicaps with the primary goal of developing or exercising basic skills for daily living. Medium residential care homes may support up to eight (8) residents. Section 20-5.5.2.2.c of the Unified Development Ordinance (UDO) allows for a special use for overnight accommodations in the R-2 district, provided that: 1. no more than five (5) rooms or suites are rented and 2. rooms are not rented for a period of more than fourteen (14) days. Development standards for all overnight accommodations are outlined in Section 20-7.8 of the UDO, and Section 20-7.8.1 states that the section applies to all overnight accommodations in the County, regardless of whether they are considered a “bed and breakfast establishment,” “hotel,” “motel,” “boarding house,” “rooming house,” or any other type of commercial establishment where rooms are rented at a daily rate to the general public. Section 20-7.8.5 also requires that the operator keep a log identifying the name, address, and phone number of all guests, and Section 20-7.8.6 requires that overnight accommodations not begin operation until a Certificate of Occupancy has been issued by the Zoning Administrator. The petitioner requests to offer overnight accommodations on a short-term basis through Airbnb and VRBO. According to the subject property’s Airbnb listing, the petitioner offers the entire house for rent, which includes 3 bedrooms that can accommodate 8 guests. The Airbnb listing also states that no parties or events are allowed, and guests are limited to the number stated at the time of booking. The listing also states that outdoor cameras are located by all exit doors and by a thermostat in the garage, but no recording or surveillance takes place while guests are at the property. The petitioner’s proposal is consistent with the UDO’s overnight accommodation requirements.
**Environmental Impacts:** The subject parcel is located in an AE flood hazard area, which has a 1% chance of flooding each year. Building permit #56954 was issued by the Department of Planning and Zoning on June 5, 2014, to elevate the single-family dwelling at the subject property and repair the deck. The project received a Certificate of Occupancy from the Department of Planning and Zoning on August 31, 2017. An elevation certificate submitted with permit #56954 demonstrated that all mechanical equipment was properly elevated above the base flood elevation, and the structure met or exceeded flood opening requirements. At the time of the Peoria City/County Health Department’s review, no conditions were found that would cause the Department to recommend denial of the request. It is a recommendation of the Department for the property owner to leave information in regards to their onsite wastewater disposal or potable water system(s) for their guests so that their systems are properly cared for and maintained. It is also recommended that the property owner have their guests notify them immediately of any problems with either their onsite wastewater disposal or potable water systems during the duration of their stay. Provided the requirements of the Peoria City/County Health Department are met, the petitioners’ request to offer overnight accommodations at the subject parcel should have a minimal effect on the surrounding environment.

**Transportation Impacts:** The subject parcel has 110.5 feet of road frontage along N. River Beach Dr., a township collector road, and the subject property is accessed by a gravel driveway off N. River Beach Dr. No new access points are proposed at this time. The 2017 IDOT Traffic Map shows a total of 575 vehicle trips for this part of N. River Beach Dr. The 8th Edition of the Trip Generation Report published by the Institute of Transportation Engineers cites an average rate of 9.44 vehicle trips on a weekday per single-family dwelling unit, and the rates observed in the study range from 4.81 trips to 19.39 trips. The Trip Generation Report also cites an average of 2.65 vehicle trips per resident on a weekday for the single-family detached housing land use. Were the maximum number of 8 guests to stay at the property, the approximate trip generation would be 21.2 trips, if each guest arrived in their own vehicle. Residential care homes are a permitted use in the “R-2” District. For the Assisted Living Land Use, the land use most similar in character to the Residential Care Home definition of the UDO, the Trip Generation Report cites an average of 4.14 vehicle trips on a weekday per occupied bed. Were an assisted living facility to support 8 residents, the weekday trip generation would be approximately 33.12 trips. Accordingly, the potential traffic generated by the proposed use is consistent with the observed rates for a single-family dwelling unit and less than the projected traffic generation for a residential care home, one of the R-2 district’s permitted land uses. Given the existing traffic volume along this portion of N. Riverview Rd., the petitioner’s request should not have a negative impact on local traffic patterns. The County Highway Department will defer to the Chillicothe Township Road Commissioner, as this section of N. River Beach Dr. is maintained by the road district. No comments have been received from the Chillicothe Township Road Commissioner.

**Land Use Form:** The Future Land Use Form Map in the Peoria County Comprehensive Land Use Plan designates this area as Unincorporated Center and Environmental Corridor. Unincorporated Centers have an almost entirely residential character, though small neighborhood commercial uses are occasionally present. The petitioner’s request is consistent with the Unincorporated Center Land Use Form, as the proposed accommodations will be similar in use to a single-family dwelling while also providing small-scale commercial lodging for visitors to the area. The Environmental Corridor Land Use Form recognizes the value of environmental corridors as recreational, residential, and economic attractions, and the Land Use Plan also notes that these resources are a major contributor to the economy via eco-tourism and visitor attraction. The Illinois River lies directly east of the subject property, and the subject property has approximately 113 feet of frontage on the water. This proximity to the Illinois River provides recreational and eco-tourism opportunities, making the petitioner’s request consistent with the goals of the Land Use Plan. The petitioner’s request is also consistent with the Peoria County Growth Strategy of generating economic opportunity and stability, as the operation of overnight accommodations would provide income for a local business, and visitors to the area would have an additional option for lodging.
Conclusions

**Consistency with Adopted County Plan.** The request is consistent with the Unincorporated Center and Environmental Corridor Land Use designations of the Peoria County Future Land Use Form Map. Unincorporated Centers have an almost entirely residential character, though small neighborhood commercial uses are occasionally present. The petitioner’s request is consistent with the Unincorporated Center Land Use Form, as the proposed accommodations will be similar to a single-family dwelling while also providing small-scale commercial lodging. The Environmental Corridor Land Use Form recognizes the value of environmental corridors as recreational, residential, and economic attractions, and the Land Use Plan also notes that these resources are a major contributor to the economy via eco-tourism and visitor attraction. The petitioner’s request to offer overnight accommodations at the subject property is consistent with these goals, as the proximity to the Illinois River promotes visitor attraction through recreational and eco-tourism opportunities. The petitioner’s request is also consistent with the Peoria County Growth Strategy of generating economic opportunity and stability, as the operation of overnight accommodations would provide income for a local business, and visitors to the area would have an additional option for lodging.

**Consistency with Community Character.** The subject parcel and all surrounding parcels are currently zoned “R-2” Medium Density Residential. The subject parcel consists of a single-family dwelling and an attached garage. Single-family dwellings are the principal land use along N. River Beach Dr. and this part of the Illinois River. The petitioner requests to offer the single-family dwelling at the subject property as a short-term rental for overnight accommodations. The entire house will be rented on a short-term basis rather than renting each room individually, so the use of the property will be similar to that of a single-family dwelling. The petitioner’s request will be consistent with the surrounding area.

**Minimizing Adverse Effects.** The subject single-family dwelling includes 3 bedrooms that can accommodate 8 guests. Outdoor cameras are located by all exit doors and by a thermostat in the garage, but no recording or surveillance takes place while guests are at the property. The subject property’s Airbnb listing states that no parties or events are allowed, and guests are limited to the number stated at the time of booking. The petitioner states that the house is available for rent most weekend and weekdays varying on season, and, on average, the house is occupied 30-60% of available nights. The design of the petitioner’s proposal will minimize adverse effects on adjacent properties.

**Presence of Natural/Historical Resources.** The request does not impact known natural or historical resources.

**Compliance with Additional Standards.** A complaint was received by the Department of Planning and Zoning on September 16, 2021, stating that an Airbnb was being run from the property without a Special Use, and a verification inspection confirmed the operation of overnight accommodations. An evidentiary hearing has been scheduled for February 2, 2022, before the Peoria County Adjudication Officer. Should the special use be granted, the proposed use must comply with the requirements for Overnight Accommodations listed in Section 20-7.8 of the Unified Development Ordinance.
Staff Recommendation

Based on the above information, the Department recommends approval with the following restrictions:

1. The Special Use is null and void in the event that the subject parcel is no longer owned by Briscoe Financial, LLC.
2. No more than four (4) automobiles in total which are parked accessory to the single-family dwelling at the subject property may be parked outside at the subject property, or on an adjacent property under the same ownership, for a period of more than seventy-two (72) continuous hours, pursuant to Section 20-7.7.7.5 of the Unified Development Ordinance.
3. No more than 8 overnight guests may be present at the subject parcel at any one time.
4. Overnight accommodations may not be offered at the subject property until a Certificate of Occupancy has been issued by the Department of Planning and Zoning, per Section 20-7.8, “Overnight Accommodations,” of the Peoria County Unified Development Ordinance.
5. The Special Use Permit may be terminated by the Zoning Administrator upon violation of the above restrictions, per Section 20-3.5.9 of the Peoria County Unified Development Ordinance.

Respectfully submitted,

Taylor Armbruster
Planner I

Kathi Urban
Director
A meeting of the Peoria County Zoning Board of Appeals was held on Thursday, December 9, 2021. The meeting was called to order by Chairperson Linda O'Brien at 9:00 a.m.

PRESENT: Linda O’Brien – Chairperson, Andrew Keyt – Vice Chairperson, Greg Happ, Leonard Unes, Jim Bateman, Robert Asbell, J. Greg Fletcher

ABSENT: John Harms, Justin Brown

STAFF: Kathi Urban – Director
Taylor Armbruster – Planner I
Jack Weindel – Planner I
Jennie Cordis Boswell – Civil Assistant State’s Attorney
Sarah Cox – ZBA Administrative Assistant

Case No. ZBA-2021-000040 at 12:30 p.m. Hearing to be held in room 403, of the Peoria County Courthouse, Peoria, Illinois.

Petition of BRISCOE FINANCIAL, LLC (A limited liability company, Jason Briscoe – authorized agent, of 8747 E. Hansel Rd., Channahon, IL 60410, acting on its own behalf, a SPECIAL USE request from Section 20-5.5.2.2.C which allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented; and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short term rental basis in the “R-2” Medium Density Residential Zoning District.

FINDINGS OF FACT FOR SPECIAL USES
Section 20-3.5.4

When considering an application for a special use permit, the decision-making body shall consider the extent to which:

1. That the special use will be consistent with the purposes, goals, objectives, and standards of any officially adopted County plan and these regulations, or if not consistent, the factors which justify deviation;
   • The petitioner's request to offer overnight accommodations at the subject property is consistent with the Unincorporated Center and Environmental Corridor Land Use designations of the Peoria County Land Use Form Map. The proposed accommodations are in close proximity to the Illinois River and offer recreational, residential and economic attractions, and in turn are a major contributor to the economy. Granting of the Special Use would allow visitors to the area an additional option for lodging.
2. That the special use will be consistent with the community character of the immediate vicinity of the parcel proposed for development, or if not consistent, the factors which justify the inconsistency:
   • The subject parcel and all surrounding parcels are zoned "R-2" Medium Density Residential. The subject parcel consists of a single-family dwelling and detached garage. Single-family dwellings are the principal land use along N. River Beach Dr. and this stretch of the Illinois River. The entire single-family dwelling at the subject property will be rented rather than each room individually, so the use of the property will be similar to that of other single-family dwellings in the area. The Special Use request is consistent with the community character of the area.

3. That the design of the proposed use will minimize adverse effects, including visual impacts on adjacent properties, except for land splits in the A-2 District and individual mobile homes;
   • The petitioners have stated that the three bedroom single family dwelling can accommodate eight guests. The subject property's Airbnb listing states that no parties or events are allowed, and guests are limited to the number stated at the time of booking. Outdoor cameras are located at all exit doors and in the garage, however there is no recording or surveillance of guests while on the property. The two-stall garage on the property is available, and encouraged, for guest use. These factors combined minimize adverse effects on adjacent properties.

4. That the development has been reviewed and approved by the Illinois Department of Natural Resources with regard to the presence of endangered species, and archaeological and/or historical resources, if applicable:
   • This request does not impact known natural or historical resources and is not applicable.

5. That the proposed use will comply with all additional standards imposed on it by the particular provision of these regulations authorizing such use and by all other applicable requirements of the ordinances of the County; and
   • An evidentiary hearing before the Peoria County Adjudication Officer regarding this case will be held February 2, 2022. Granting of this Special Use will require the petitioner's compliance with the requirements for Overnight Accommodations listed, in Section 20-7.8 of the Unified Development Ordinance, and restrictions set forth by the Peoria County Department of Planning and Zoning.

A motion to approve the Findings of Fact was made by Mr. Happ and seconded by Mr. Keyt. Six affirmative votes; (6-0) (Mr. Unes was absent for vote). A motion to approve the Special Use with Restriction was made by Mr. Asbell and seconded by Mr. Happ. A vote was taken, and the motion was approved; (6-0) (Mr. Unes was absent for vote)

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Sarah Cox
ZBA Administrative Assistant
TO THE HONORABLE COUNTY BOARD

COUNTY OF PEORIA, ILLINOIS

Your Land Use Committee does hereby recommend passage of the following Resolution:

RE: Approval of Special Use, Petition of Briscoe Financial, LLC.

RESOLUTION

WHEREAS, the County of Peoria has enacted a Unified Development Ordinance, Chapter 20 of the Peoria County Code; and

WHEREAS, said ordinance requires a Special Use for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented, and rooms are not rented for a period of more than 14 days, in the R-2 Medium Density Residential District; and

WHEREAS, a hearing on said Special Use was held before the Zoning Board of Appeals (ZBA) on December 9, 2021 in Case No. ZBA-2021-000040; a copy of the deliberation minutes of said hearing and a legal description of the subject property are attached; and

WHEREAS, the ZBA deliberated its decision on December 9, 2021, and voted to recommend approval of the Special Use with restrictions; a copy of the ZBA’s findings of fact is attached; and

WHEREAS, your Committee met on January 3, 2022 to consider the ZBA’s recommendation and voted to approve the Special Use with restrictions.

NOW THEREFORE BE IT ORDAINED, by the County Board of Peoria County, that the Special Use in Case No. ZBA-2021-000040 is hereby approved with the following restrictions:

1. The Special Use is null and void in the event that the subject parcels are no longer owned by Briscoe Financial, LLC.
2. No more than four (4) automobiles in total which are parked accessory to the single-family dwelling at the subject property may be parked outside at the subject property, or on an adjacent property under the same ownership, for a period of more than seventy-two (72) continuous hours, pursuant to Section 20-7.7.7.5 of the Unified Development Ordinance.
3. No more than eight (8) overnight guests may be present at the subject parcels at any one time.
4. Overnight accommodations may not be offered at the subject property until a Certificate of Occupancy has been issued by the Department of Planning and Zoning, per Section 20-7.8, “Overnight Accommodations,” of the Peoria County Unified Development Ordinance.
5. The Special Use Permit may be terminated by the Zoning Administrator upon violation of the above restrictions, per Section 20-3.5.9 of the Peoria County Unified Development Ordinance.

NOTICE: Approval of this Special Use does not constitute approval of wells nor septic systems for the property required by the Peoria City/County Health Department.

RESPECTFULLY SUBMITTED,
LAND USE COMMITTEE
Parcel 1:

Part of Lot 3 in UNDERHILL'S SUBDIVISION of Fractional Township 10 North, Range 9 East of the Fourth Principal Meridian, more particularly described as commencing at the Southwesterly corner of Block 1 of Underhill's Addition to the Original Town of Rome running thereto Southwesterly along the Southeasterly right of way line of the public road known as Second Avenue (formerly State Highway Route No. 29), a distance of 1252.3 feet to an iron pipe, the place of beginning of the property to be conveyed hereby, (as shown on survey made by the Horton Engineering Company on November 19, 1931 and recorded December 9, 1931 in Plat Book "O", Page 46); thence continuing along said Southeasterly right of way line of Second Street, a distance of 110.5 feet to an iron pipe; thence to the left with an angle to the left of 89 degrees 48 minutes, a distance of 137 feet to an iron pipe; thence to the left with an angle to the left of 86 degrees 19 minutes, a distance of 110.85 feet to an iron pipe; thence to the left with an angle to the left of 93 degrees 41 minutes, a distance of 144.44 feet to the plat of beginning, in Peoria County, Illinois.

Parcel 2:

A part of Lot 3 in UNDERHILL'S SUBDIVISION of Fractional Township 10 North, Range 9 East of the Fourth Principal Meridian, more particularly bounded and described as follows to-wit: Commencing at the Southwest corner of a tract of land conveyed by David Gerstner, et al, to Mary Droll by Warranty Deed filed for record on the 15th day of April 1920 at 2:55 o'clock P.M. and recorded in Book 333 of deeds on Page 120 in the Office of the Recorder of Deeds of the County of Peoria, and State of Illinois; thence running in a Southeasterly direction along the Southerly line of said tract of land conveyed to Mary Droll, 170 feet to a pipe in said Southerly line of said Mary Droll tract which pipe is shown upon a survey of a part of said Lot 3, surveyed by the Horton Engineering Company on November 19, 1931 as the same appears on Page 46 of Plat Book "O" in said Recorder's Office; thence running in a Northeasterly direction, 110.85 feet to a pipe shown upon said survey; thence running in a Southeasterly direction 74.9 feet to a pipe on the top of the Bank of the Illinois River as shown on said survey; thence continuing in the same Southeasterly direction to the Illinois River; thence in a Southwesterly direction, along said Illinois River, to the South line of said tract of land conveyed to Mary Droll; thence in a Northwesterly direction, along the Southerly line of said tract of land conveyed to Mary Droll, to the place of beginning; situate, lying and being in the County of Peoria, and State of Illinois.

Permanent Index No.: 10-05-302-027

Commonly known as: 15414 N. River Beach Drive, Chillicothe, IL 61523
AGENDA BRIEFING

COMMITTEE: Land Use
MEETING DATE: January 3, 2022
LINE ITEM: N/A
AMOUNT: N/A

ISSUE: ZBA Case #ZBA-2021-000041. A Special Use request from Section 20-5.5.2.2.C which allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented; and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short-term rental basis.

BACKGROUND/DISCUSSION: This case is in District #13, which is County Board member Jim Fennell’s district. The petitioner, Holloway Holdings, LLC, requests a Special Use from Section 20-5.5.2.2.c of the Unified Development Ordinance, which allows for a Special Use for Overnight Accommodations. The petitioner requests to offer an entire single-family dwelling for rent on a short-term basis through the websites Airbnb and VRBO. The subject parcel is located at 16212 N. Portage St. in the Northwest Quarter of Section 5 in Chillicothe Township. There are 0 consents and 0 objections on file. The subject parcel and all surrounding parcels are zoned “R-2” Medium Density Residential. The subject parcel consists of a single-family dwelling and an attached garage. Single-family dwellings are located to the north, south, west and east of the subject property. The Illinois River is located approximately 155 feet to the east of the subject parcel. The entire property will be rented as a single-family dwelling, most often to one family at a time. The petitioner’s request is consistent with the surrounding area, as single-family dwellings are the principal land use along this part of the Illinois River. Development standards for all overnight accommodations are outlined in Section 20-7.8 of the UDO. Section 20-7.8.1 states that the section applies to all overnight accommodations in the County for any type of commercial establishment where rooms are rented at a daily rate to the general public. Section 20-7.8.5 also requires that the operator keep a log identifying the name, address, and phone number of all guests, and Section 20-7.8.6 requires that overnight accommodations not begin operation until a Certificate of Occupancy has been issued by the Zoning Administrator. No conditions were found that would cause the Peoria City/County Health Department to recommend denial of the request. The Department recommends that the property owner leave information regarding their onsite wastewater disposal or potable water system(s) for guests so that their systems are properly cared for and maintained. The Department also recommends that the property owner have guests notify them immediately of any problems with the onsite wastewater disposal or potable water systems during their stay. The subject parcel has 99.97 feet of road frontage along N. Portage St., a township collector road. The Trip Generation Report shows a range of 4.81 to 19.39 trips on a weekday per single-family dwelling unit. The Report also cites an average of 2.65 trips per resident on a weekday, while the assisted living land use, similar to a residential care home, a permitted use in the R-2 District, shows an average of 4.14 trips on a weekday per occupied bed. The maximum number of 6 property guests would generate about 15.9 trips. An assisted living facility with 6 residents would generate about 24.84 trips. The potential traffic generated by the proposed use is consistent with the observed rates for a single-family dwelling unit and less than the projected traffic generation for a residential care home. The County Highway Department will defer to the Chillicothe Township Road Commissioner, as this section of Portage St. is maintained by the road district. No comments were received from the Chillicothe Township Road Commissioner. The petitioners’ request is consistent with the Environmental Corridor Land Use designation, as this Land Use Form recognizes the value of environmental corridors as recreational, residential, and economic attractions. The subject property’s proximity to the Illinois River promotes visitor attraction through recreational and eco-tourism opportunities. The petitioner’s request is also consistent with the Unincorporated Center Land Use Form, as the proposed accommodations will provide small-scale commercial lodging for visitors to the area. The petitioners’ request is also consistent with the Peoria County Growth Strategy of generating economic opportunity and stability.

COUNTY BOARD GOALS:

STAFF RECOMMENDATION: Approval with the following restrictions:

1. The Special Use is null and void in the event that the subject parcels are no longer owned by Holloway Holdings, LLC.
2. No more than four (4) automobiles in total which are parked accessory to the single-family dwelling at the subject property may be parked outside at the subject property, or on an adjacent property under the same ownership, for a period of more than seventy-two (72) continuous hours, pursuant to Section 20-7.7.7.5 of the Unified Development Ordinance.
3. No more than six (6) guests may be present at the subject parcels at any one time.
4. Overnight accommodations may not be offered at the subject property until a Certificate of Occupancy has been issued by the Department of Planning and Zoning, per Section 20-7.8, “Overnight Accommodations,” of the Peoria County Unified Development Ordinance.
5. The Special Use Permit may be terminated by the Zoning Administrator upon violation of the above restrictions, per Section 20-3.5.9 of the Peoria County Unified Development Ordinance.

ZBA RECOMMENDATION: Approval with restrictions (6-0)

COMMITTEE ACTION: Approved 1/3/22 (6-0 votes) Mr. Elsasser voted aye via teleconference

PREPARED BY: Taylor Armbruster, Planner I
DEPARTMENT: Planning & Zoning
DATE: December 17, 2021
Report to the Zoning Board of Appeals for the December 9, 2021 Public Hearing

Date: November 30, 2021
Case/Petitioner: ZBA-2021-000041 Holloway Holdings, LLC / 1311 N. Wood Rd., Peoria, IL 61604
Request: A Special Use request from Section 20-5.5.2.2.C which allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented; and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short-term rental basis.
Location: NW 1/4 Section 5, Chillicothe Township / 16212 N. Portage St., Chillicothe, IL 61523 / Parcel ID 10-05-128-005
Land Use Form: Environmental Corridor and Unincorporated Center
Current Zoning: “R-2” Medium Density Residential
Present Use: Residential
Size of Site: 0.24 acres
Surrounding Zoning: North: “R-2” Medium Density Residential
South: “R-2” Medium Density Residential
East: “R-2” Medium Density Residential
West: “R-2” Medium Density Residential
Surrounding Land Uses: North: Residential
South: Residential
East: Residential
West: Vacant, Timber, and Residential
Public Services: Fire: Chillicothe Community FPD
Water: Private well
Schools: Chillicothe IVC District #321
Sewer: Private septic
Transportation: N Portage St., township collector road
Pertinent Zoning Cases On Site: Code Case #VIOL-2021-000320
Pertinent Zoning Cases In Surrounding Area: Zoning Case #ZBA-2021-000033
Department of Planning and Zoning Recommendation: APPROVAL WITH RESTRICTIONS
Case Analysis

Request and Location: The petitioner, Holloway Holdings, LLC, requests a Special Use to provide Overnight Accommodations in the “R-2” Medium Density Residential Zoning District. Overnight accommodations may be established as a special use in the R-2 District provided that they meet the requirements set forth in Section 7.8 (“Overnight Accommodations”) and provided that no more than five rooms or suites are rented and that rooms are not rented for a period of more than fourteen days. The petitioner proposes to offer an entire single-family dwelling for rent on a short-term basis through the short-term rental websites Airbnb and VRBO. The subject parcel consists of a single-family dwelling, an attached garage, an attached deck, and a gazebo. The subject parcel is located at 16212 N. Portage St. in the Northwest Quarter of Section 5 in Chillicothe Township.

Pertinent Zoning Cases on Site: Code case #VIOL-2021-000320 was opened with the Department of Planning and Zoning on September 16, 2021. The original complaint stated that an Airbnb was being run from the property without a Special Use, and a verification inspection confirmed the operation of overnight accommodations. An evidentiary hearing has been scheduled for February 2, 2022, before the Peoria County Adjudication Officer.

Pertinent Zoning Cases in Surrounding Area: Zoning case #ZBA-2021-000033 is a request for a Special Use to provide Overnight Accommodations in the “R-2” Medium Density Residential District. The petitioner in case #ZBA-2021-000033 proposes to offer an entire single-family dwelling for rent on a short-term basis through the short-term rental website Airbnb. Case #ZBA-2021-000033 is located at 13933 N. River Beach Dr., approximately 2.39 miles southwest of the subject property. On November 11, 2021, the County Board approved the request for a Special Use with restrictions.

Surrounding Zoning and Land Use: The subject parcel and all surrounding parcels are zoned “R-2” Medium Density Residential. The subject parcel consists of a single-family dwelling, an attached garage, an attached deck, and a gazebo. This single-family dwelling consists of 816 square feet of living space and contains 2 bedrooms. Single-family dwellings are located to the north, south, west, and east of the subject property. A vacant lot and timber are also located to the west of the subject property. The Illinois River is located approximately 155 feet to the east of the subject parcel. Single-family dwellings are the principal land use along this part of the Illinois River. The petitioner requests to offer the single-family dwelling at the subject property as an overnight accommodation on a short-term basis. The petitioner notes that on average, the house is available for rent most weekends and weekdays varying on season, and the house is occupied approximately 30-60% of available nights. The entire house will be rented rather than each room being rented individually, so the use of the property will be similar to that of a single-family dwelling. The petitioner’s request is consistent with the surrounding area.

Technical Adequacy: The subject parcel is currently zoned “R-2” Medium Density Residential. Permitted uses in the “R-2” Medium Density Residential District include single-family detached and two-family dwellings, childcare homes, and small or medium residential care homes. A residential care home is defined as a dwelling in which staff persons provide care, education, and participation in community activities for a group of unrelated individuals who have long-term disabilities or handicaps with the primary goal of developing or exercising basic skills for daily living. Medium residential care homes may support up to eight (8) residents. Section 20-5.5.2.2.c of the Unified Development Ordinance (UDO) allows for a special use for overnight accommodations in the R-2 district, provided that: 1. no more than five (5) rooms or suites are rented and 2. rooms are not rented for a period of more than fourteen (14) days. Development standards for all overnight accommodations are outlined in Section 20-7.8 of the UDO, and Section 20-7.8.1 states that the section applies to all overnight accommodations in the County, regardless of whether they are considered a “bed and breakfast establishment,” “hotel,” “motel,” “boarding house,” “rooming house,” or any other type of commercial establishment where rooms are rented at a daily rate to the general public. Section 20-7.8.5 also requires that the operator keep a log identifying the name, address, and phone number of all guests, and Section 20-7.8.6 requires that overnight accommodations not begin operation until a Certificate of Occupancy has been issued by the Zoning Administrator. The petitioner requests to offer overnight accommodations on a short-term basis through Airbnb and VRBO. According to the subject property’s Airbnb listing, the petitioner offers the entire house for rent, which includes 2 bedrooms that can accommodate 6 guests. The petitioner’s proposal is consistent with the UDO's overnight accommodation requirements.

Environmental Impacts: The subject parcel is located in an AE flood hazard area, which has a 1% chance of flooding each year. Assessments records show that the single-family dwelling at the subject property was built in 1946, so building permit records detailing the dwelling’s construction were not available. Building permit #39131 was issued in 1993 for the 2-stall garage at the subject property, and the permit comments state that the garage must use flood resistant materials to 8
feet of grade and all electrical wiring must be 8 feet from the floor. Any new construction or alterations at the subject property must also meet floodplain development standards in accordance with Section 20-7.14 (“Floodplain Regulations”). At the time of the Peoria City/County Health Department’s review, no conditions were found that would cause the Department to recommend denial of the request. It is a recommendation of the Department for the property owner to leave information in regards to their onsite wastewater disposal or potable water system(s) for their guests so that their systems are properly cared for and maintained. It is also recommended that the property owner have their guests notify them immediately of any problems with either their onsite wastewater disposal or potable water systems during the duration of their stay. Provided the requirements of the Peoria City/County Health Department are met, the petitioners’ request to offer overnight accommodations at the subject parcel should have a minimal effect on the surrounding environment.

**Transportation Impacts:** The subject parcel has 99.97 feet of road frontage along N. Portage St., a township collector road, and the parcel is accessed off N. Portage St. No new access points are proposed at this time. According to the subject property’s Airbnb listing, the 2-car garage at the property is available for indoor parking. The 2017 IDOT Traffic Map does not show a vehicle trip count for this part of N. Portage St. The 8th Edition of the Trip Generation Report published by the Institute of Transportation Engineers cites an average rate of 9.44 vehicle trips on a weekday per single-family dwelling unit, and the rates observed in the study range from 4.81 trips to 19.39 trips. The Trip Generation Report also cites an average of 2.65 vehicle trips per resident on a weekday for the single-family detached housing land use. Were the maximum number of 6 guests to stay at the property, the approximate trip generation would be 15.9 trips, if each guest arrived in their own vehicle. Residential care homes are a permitted use in the “R-2” District. For the Assisted Living Land Use, the land use most similar in character to the Residential Care Home definition of the UDO, the Trip Generation Report cites an average of 4.14 vehicle trips on a weekday per occupied bed. Were an assisted living facility to support 6 residents, the weekday trip generation would be approximately 24.84 trips. Accordingly, the potential traffic generated by the proposed use is consistent with the observed rates for a single-family dwelling unit and less than the projected traffic generation for a residential care home, one of the R-2 district’s permitted land uses. The potential traffic generated by the proposed use is consistent with the observed rates for a single-family dwelling unit. The petitioner’s request should not have a negative impact on local traffic patterns. The County Highway Department will defer to the Chillicothe Township Road Commissioner, as this section of Portage St. is maintained by the road district. No comments have been received from the Chillicothe Township Road Commissioner.

**Land Use Form:** The Future Land Use Form Map in the Peoria County Comprehensive Land Use Plan designates this area as Unincorporated Center and Environmental Corridor. Unincorporated Centers are almost entirely residential, but small neighborhood commercial uses are occasionally present. The proposed accommodations will be similar in use to a single-family dwelling while also providing small-scale commercial lodging for visitors to the area. The petitioner’s request is consistent with the Unincorporated Center Land Use Form. Additionally, the Environmental Corridor Land Use Form recognizes the value of environmental corridors as recreational, residential, and economic attractions. The Land Use Plan also notes that these resources are a major contributor to the economy via eco-tourism and visitor attraction. The Illinois River is located approximately 155 feet to the east of the subject property, and the subject property’s Airbnb listing notes that the master bedroom overlooks the river. The subject property’s Airbnb listing also notes that the single-family dwelling at the subject property is one of the few remaining LeTorneau houses, which are all-steel houses built in the Peoria area. The subject property’s proximity to the Illinois River and the single-family dwelling’s status as a visitor attraction create a destination for visitors to the area. The petitioner’s request is consistent with the recreational and eco-tourism goals of the Environmental Corridor Land Use Form. The petitioner’s request is also consistent with the Peoria County Growth Strategy of generating economic opportunity and stability, as the operation of overnight accommodations would provide income for a local business, and visitors to the area would have an additional option for lodging.
Conclusions

**Consistency with Adopted County Plan.** The request is consistent with the Unincorporated Center and Environmental Corridor Land Use designations of the Peoria County Future Land Use Form Map. Unincorporated Centers are almost entirely residential, but small neighborhood commercial uses are occasionally present. The proposed accommodations will be similar in use to a single-family dwelling while also providing small-scale commercial lodging for visitors to the area. The petitioner’s request is consistent with the Unincorporated Center Land Use Form. The Environmental Corridor Land Use Form recognizes the value of environmental corridors as recreational, residential, and economic attractions. The Land Use Plan also notes that these resources are a major contributor to the economy via eco-tourism and visitor attraction. The petitioner’s request to offer overnight accommodations at the subject property is consistent with these goals, as the proximity to the Illinois River and the single-family dwelling’s architecturally significant status promote visitor attraction through recreational and eco-tourism opportunities. The petitioner’s request is also consistent with the Peoria County Growth Strategy of generating economic opportunity and stability, as the operation of overnight accommodations would provide income for a local business, and visitors to the area would have an additional option for lodging.

**Consistency with Community Character.** The subject parcel and all surrounding parcels are currently zoned “R-2” Medium Density Residential. The subject parcel consists of a single-family dwelling, an attached garage, an attached deck, and a gazebo. The Illinois River is located approximately 155 feet to the east of the subject parcel. Single-family dwellings are the principal land use along this part of the Illinois River. The petitioner requests to offer the single-family dwelling at the subject property as a short-term rental for overnight accommodations. The entire house will be rented on a short-term basis rather than renting each room individually, so the use of the property will be similar to that of a single-family dwelling. The petitioner’s request will be consistent with the surrounding area.

**Minimizing Adverse Effects.** The subject single-family dwelling includes 2 bedrooms that can accommodate 6 guests. The petitioner states that the house is rented most weekends and weekdays varying on season, and, on average, the house is occupied 30-60% of available nights. The 2-car garage at the property is available for indoor parking. The design of the petitioner’s proposal will minimize adverse effects on adjacent properties.

**Presence of Natural/Historical Resources.** The request does not impact known natural or historical resources.

**Compliance with Additional Standards.** A complaint was received by the Department of Planning and Zoning on September 16, 2021, stating that an Airbnb was being run from the property without a Special Use, and a verification inspection confirmed the operation of overnight accommodations. An evidentiary hearing has been scheduled for February 2, 2022, before the Peoria County Adjudication Officer. Should the special use be granted, the proposed use must comply with the requirements for Overnight Accommodations listed in Section 20-7.8 of the Unified Development Ordinance.
Staff Recommendation

Based on the above information, the Department recommends approval with the following restrictions:

1. The Special Use is null and void in the event that the subject parcel is no longer owned by Holloway Holdings, LLC.
2. No more than four (4) automobiles in total which are parked accessory to the single-family dwelling at the subject property may be parked outside at the subject property, or on an adjacent property under the same ownership, for a period of more than seventy-two (72) continuous hours, pursuant to Section 20-7.7.7.5 of the Unified Development Ordinance.
3. No more than 6 overnight guests may be present at the subject parcel at any one time.
4. The single-family dwelling at the subject property may not be rented for a period of more than fourteen (14) days, per Section 20-5.5.2.2.c.2 of the Unified Development Ordinance.
5. Overnight accommodations may not be offered at the subject property until a Certificate of Occupancy has been issued by the Department of Planning and Zoning, per Section 20-7.8, “Overnight Accommodations,” of the Peoria County Unified Development Ordinance.
6. The Special Use Permit may be terminated by the Zoning Administrator upon violation of the above restrictions, per Section 20-3.5.9 of the Peoria County Unified Development Ordinance.

Respectfully submitted,

Taylor Armbruster
Planner I

Kathi Urban
Director
A meeting of the Peoria County Zoning Board of Appeals was held on Thursday, December 9, 2021. The meeting was called to order by Chairperson Linda O’Brien at 9:00 a.m.

PRESENT: Linda O’Brien – Chairperson, Andrew Keyt – Vice Chairperson, Greg Happ, Leonard Unes, Jim Bateman, Robert Asbell, J. Greg Fletcher

ABSENT: John Harms, Justin Brown

STAFF: Kathi Urban – Director
Taylor Armbruster – Planner I
Jack Weindel – Planner I
Jennie Cordis Boswell – Civil Assistant State’s Attorney
Sarah Cox – ZBA Administrative Assistant

Case No. ZBA-2021-000041 at 12:30 p.m. Hearing to be held in room 403, of the Peoria County Courthouse, Peoria, Illinois.

Petition of HOLLOWAY HOLDINGS, LLC (A limited liability company, Levi Holloway – authorized agent, of 23228 N. Hardscrabble Rd., Sparland, IL 61565, Kyle Holloway – authorized agent, of 1311 N. Wood Rd., Peoria, IL 61604, Dwight Holloway – authorized agent, of 17611 Oak Lawn, Chillicothe, IL, and Brant Holloway – authorized agent, of 3122 W. Lincoln, Peoria, IL 61604), acting on its own behalf, a SPECIAL USE request from Section 20-5.5.2.2.C which allows for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented; and rooms are not rented for a period of more than 14 days. The petitioner proposes to provide overnight accommodations on a short term rental basis in the “R-2” Medium Density Residential Zoning District.

FINDINGS OF FACT FOR SPECIAL USES
Section 20-3.5.4

When considering an application for a special use permit, the decision-making body shall consider the extent to which:

1. That the special use will be consistent with the purposes, goals, objectives, and standards of any officially adopted County plan and these regulations, or if not consistent, the factors which justify deviation;
   • The petitioner's request to offer overnight accommodations at the subject property is consistent with the Unincorporated Center and Environmental Corridor Land Use designations of the Peoria County Land Use Form Map. The proposed accommodations are in close proximity to the Illinois River and offer recreational, residential, and economic attractions, and in turn are a major contributor to the economy. Granting of the Special Use would allow visitors to the area an additional option for lodging.
2. That the special use will be consistent with the community character of the immediate vicinity of the parcel proposed for development, or if not consistent, the factors which justify the inconsistency:
   - The subject parcel, and all surrounding parcels, are zoned "R-2" Medium Density Residential. The subject parcel consists of a single-family dwelling, an attached garage, an attached deck and a gazebo. Single-family dwellings are the principal land use along this stretch of the Illinois River. The entire house at the subject property will be rented, rather than each room individually, so the use of the property will be similar to that of other single-family dwellings in the area. The Special Use request is consistent with the community character of the area.

3. That the design of the proposed use will minimize adverse effects, including visual impacts on adjacent properties, except for land splits in the A-2 District and individual mobile homes;
   - The petitioners have stated that the three bedroom, single family dwelling, can accommodate six guests. The two-stall garage on the property is available, and encouraged, for guest use. The design of the petitioner’s proposal will minimize adverse effects on adjacent properties.

4. That the development has been reviewed and approved by the Illinois Department of Natural Resources with regard to the presence of endangered species, and archaeological and/or historical resources, if applicable:
   - This request does not impact known natural or historical resources and is not applicable.

5. That the proposed use will comply with all additional standards imposed on it by the particular provision of these regulations authorizing such use and by all other applicable requirements of the ordinances of the County; and
   - An evidentiary hearing before the Peoria County Adjudication Officer regarding this case will be held February 2, 2022. Granting of this Special Use will require the petitioner's compliance with the requirements for Overnight Accommodations listed in Section 20-7.8 of the Unified Development Ordinance, and the restrictions set forth by the Peoria County Department of Planning and Zoning.

A motion to approve the Findings of Fact was made by Mr. Bateman and seconded by Mr. Fletcher. Six affirmative votes; (6-0) (Mr. Unes was absent for vote). A motion to approve the Special Use with Restriction was made by Mr. Fletcher and seconded by Mr. Keyt. A vote was taken, and the motion was approved; (6-0) (Mr. Unes was absent for vote)

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Sarah Cox
ZBA Administrative Assistant
TO THE HONORABLE COUNTY BOARD

COUNTY OF PEORIA, ILLINOIS

Your Land Use Committee does hereby recommend passage of the following Resolution:

RE: Approval of Special Use, Petition of Holloway Holdings, LLC.

RESOLUTION

WHEREAS, the County of Peoria has enacted a Unified Development Ordinance, Chapter 20 of the Peoria County Code; and

WHEREAS, said ordinance requires a Special Use for Overnight Accommodations, provided that they meet the requirements set forth in Section 7.8 (Overnight Accommodations) and provided that no more than 5 rooms or suites of rooms are rented, and rooms are not rented for a period of more than 14 days, in the R-2 Medium Density Residential District; and

WHEREAS, a hearing on said Special Use was held before the Zoning Board of Appeals (ZBA) on December 9, 2021 in Case No. ZBA-2021-000041; a copy of the deliberation minutes of said hearing and a legal description of the subject property are attached; and

WHEREAS, the ZBA deliberated its decision on December 9, 2021, and voted to recommend approval of the Special Use with restrictions; a copy of the ZBA’s findings of fact is attached; and

WHEREAS, your Committee met on January 3, 2022 to consider the ZBA’s recommendation and voted to approve the Special Use with restrictions.

NOW THEREFORE BE IT ORDAINED, by the County Board of Peoria County, that the Special Use in Case No. ZBA-2021-000041 is hereby approved with the following restrictions:

1. The Special Use is null and void in the event that the subject parcels are no longer owned by Holloway Holdings, LLC.
2. No more than four (4) automobiles in total which are parked accessory to the single-family dwelling at the subject property may be parked outside at the subject property, or on an adjacent property under the same ownership, for a period of more than seventy-two (72) continuous hours, pursuant to Section 20-7.7.7.5 of the Unified Development Ordinance.
3. No more than six (6) overnight guests may be present at the subject parcels at any one time.
4. Overnight accommodations may not be offered at the subject property until a Certificate of Occupancy has been issued by the Department of Planning and Zoning, per Section 20-7.8, “Overnight Accommodations,” of the Peoria County Unified Development Ordinance.
5. The Special Use Permit may be terminated by the Zoning Administrator upon violation of the above restrictions, per Section 20-3.5.9 of the Peoria County Unified Development Ordinance.

NOTICE: Approval of this Special Use does not constitute approval of wells nor septic systems for the property required by the Peoria City/County Health Department.

RESPECTFULLY SUBMITTED,
LAND USE COMMITTEE
A part of Lots 5, 6 and 7 in Block F in COTTAGE BEACH, a Subdivision of part of Fractional
Northwest Quarter of Section 5, Township 10 North, Range 9 East of the Fourth Principal Meridian,
according to the plat thereof recorded July 9, 1912 in Plat Book "L", Page 11; situate, lying and being in
the County of Peoria and State of Illinois, more particularly bounded and described as follows:
Commencing at the Northwesterly corner of said Lot 7, running thence Southeasterly along the Northerly
line of said Lot 7, 150 feet to a point; thence Southwesterly parallel with the Westerly line of said Lots 5
and 6, 53 feet to a point; thence Northwesterly along a line parallel to the Northerly lines of Lots 6 and 7,
a distance of 100 feet to a point; thence Southwesterly parallel with the Westerly line of said Lots 5 and 6,
a distance of 46.97 feet to a point; thence Northwesterly along a line parallel to the Northerly line of said
Lots 5, 6 and 7, 50 feet to a point on the Westerly line of said Lot 5 thence Northeasterly 99.97 feet along
the Westerly line of lots 5, 6 and 7 to the point of beginning; situated in Peoria County, Illinois.
AGENDA BRIEFING

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<th>COMMITTEE:</th>
<th>Land Use</th>
<th>LINE ITEM:</th>
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<td>January 3, 2022</td>
<td>AMOUNT:</td>
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**ISSUE:** ZBA Case #ZBA-2021-000042. A Rezoning request from "C-1" Neighborhood Commercial to “R-2” Medium Density Residential. The petitioner proposes to rezone parcels of 0.70 acres and 0.50 acres in order to create a buildable home site and bring an existing residential use into conformance.

**BACKGROUND/DISCUSSION:** This case is in District #13, which is County Board member Jim Fennell’s district. The petitioner, Randy F. Koors, requests a rezoning from “C-1” Neighborhood Commercial to “R-2” Medium Density Residential to allow for two commercially zoned parcels to be used residentially. The subject parcels are located at 13027 N. Route 29 and N. Route 29 in the Southwest Quarter of Section 13 in Medina Township. There are 0 consents and 0 objections on file. Both subject parcels are zoned “C-1” Neighborhood Commercial. All surrounding parcels are zoned “R-2” Medium Density Residential. To the north, west, and south of the subject parcels are single-family dwellings, and the Illinois River is located to the south and east. The northern 0.70-acre parcel includes ground-mounted residential solar panels and a single-family dwelling used for personal storage. The petitioner proposes to rezone this parcel to bring the existing residential uses into compliance with the UDO. The southern 0.50-acre parcel is currently vacant. The Club 29 tavern was in operation at this parcel until the petitioner demolished the building in 2007. The petitioner proposes to rezone this parcel in order to sell the property as a buildable home site. The petitioner’s request would bring the subject parcels into conformance with surrounding residential zoning and land uses and allow for further residential development. The only residential uses permitted as of right in the “C-1” District are non-impact home occupations and multifamily or townhouse dwellings, provided that no dwelling units are located on the street level. Commercial uses permitted as of right in the “C-1” District include clinics, commercial retail establishments, financial institutions, restaurants, gas station convenience stores, and automobile sales. Were the subject parcels to maintain their current “C-1” zoning, any of these uses could operate from the subject parcels without prior zoning approval. No conditions were found that would cause the Peoria City/County Health Department to recommend denial of the request. However, during the review, it was determined that if any plumbing is installed on the property, a private onsite wastewater permit will be required. In addition, if any existing septic tanks, cisterns, or wells that are on the property still exist, it will be required by the Health Department for proper abandonment to take place. The northern subject parcel has 170 feet of road frontage along N. Route 29, a state highway. The dwelling at the property is accessed by a gravel driveway. The southern subject parcel has 100 feet of road frontage along N. Route 29, and the half-circle gravel driveway serving the former tavern at the property is still in existence. No new access points are proposed at this time. The 2017 IDOT Traffic Map shows an average count of 15,200 vehicle trips in a 24-hour period for this part of N. Route 29. The Trip Generation Report cites an average rate of 9.44 vehicle trips on a weekday per family dwelling unit. Were a new single-family dwelling constructed, the traffic generated by the dwelling would only constitute approximately 0.06% of the total vehicle trips in a 24-hour period for this part of N. Route 29. The petitioner’s request should have minimal impact on local traffic patterns. The County Highway Department will defer to the Illinois Department of Transportation, as N. Route 29 is maintained by the State. No comments have been received from IDOT. The Future Land Use Form Map designates this area as Rural. The Rural Land Use Form allows for more intensive residential development and encourages public water, sewer, or other municipal-type services when available. The subject parcels are currently zoned “C-1” Neighborhood Commercial. Commercial uses are not listed as compatible with the Rural Land Use Form. The petitioner’s request would make the subject parcels consistent with the Rural Land Use Form designation of the Land Use Plan. The petitioner’s request is also consistent with the Peoria County Growth Strategy of providing a variety of choices in housing types to meet the needs of all segments of the population in Peoria County. The petitioner’s request will bring an existing residential use into conformance and allow for further residential development.

**COUNTY BOARD GOALS:**

| HEALTHY VIBRANT COMMUNITIES |

**STAFF RECOMMENDATION:** Approval

**ZBA RECOMMENDATION:** Approval (6-0)

**COMMITTEE ACTION:** Approved 1/3/22 (6-0 votes) Mr. Elsasser voted aye via teleconference

**PREPARED BY:** Taylor Armbruster, Planner I

**DEPARTMENT:** Planning & Zoning

**DATE:** December 17, 2021
Report to the Zoning Board of Appeals for the December 9, 2021 Public Hearing

Date: November 30, 2021

Case/Petitioner: ZBA-2021-000042 Randy F. Koors / 13030 N. Cavalier St., Chillicothe, IL 61523 (owners, Randolph F. Koors & Kathleen M. Koors, 13030 N. Cavalier St., Chillicothe, IL 61523)

Request: A Rezoning request from "C-1" Neighborhood Commercial to “R-2” Medium Density Residential. The petitioner proposes to rezone parcels of 0.70 acres and 0.50 acres in order to create a buildable home site and bring an existing residential use into conformance.

Location: SW 1/4 Section 13, Medina Township / 13027 N. Route 29 (Northern) & N. Route 29 (Southern), Chillicothe, IL 61523 / Parcel IDs 09-13-303-062 (Northern) & 09-13-303-063 (Southern)

Land Use Form: Rural

Current Zoning: “C-1” Neighborhood Commercial

Present Use: Northern parcel: Residential storage and residential solar panels; Southern parcel: Vacant

Size of Site: Northern parcel: 0.70 acres; Southern parcel: 0.50 acres

Surrounding Zoning: North: “R-2” Medium Density Residential
South: “R-2” Medium Density Residential
East: “R-2” Medium Density Residential
West: “R-2” Medium Density Residential

Surrounding Land Uses: North: Residential
South: Illinois River
East: Illinois River
West: Residential

Public Services: Fire: Chillicothe Community FPD Water: Public water
Schools: Chillicothe IVC District #321 Sewer: Private septic

Transportation: N. Route 29, state highway

Pertinent Zoning Cases On Site: Zoning Case #012-59-Z

Pertinent Zoning Cases In Surrounding Area: None.

Department of Planning and Zoning Recommendation: APPROVAL
Case Analysis

**Request and Location:** The petitioner, Randy F. Koors, requests a rezoning from “C-1” Neighborhood Commercial to “R-2” Medium Density Residential to allow for two commercially zoned parcels to be used residentially. The northern subject parcel is owned by the petitioner and consists of a ground-mounted residential solar system and a single-family dwelling used for personal storage. The petitioner proposes to rezone this parcel in order to bring the existing residential uses into conformance. The southern subject parcel is also owned by the petitioner and is currently vacant. The petitioner proposes to rezone this parcel in order to sell the property as a buildable home site. The subject properties are located at 13027 N. Route 29 and N. Route 29, respectively, in the Southwest Quarter of Section 13 in Medina Township.

**Pertinent Zoning Cases on Site:** Zoning case #012-59-Z was approved in April of 1959. The petitioners requested to rezone lots 19, 20, and 21 in Sturm’s Subdivision from Class “C” Residential to Class “D” Commercial. The petitioners had operated a neighborhood restaurant serving liquor since 1953. Previous owners had also operated a restaurant serving liquor. Under the current Unified Development Ordinance, the subject parcels, lots 18, 19, 20, and 21 in Sturm’s Subdivision, are zoned “C-1” Neighborhood Commercial. Lot 18 of Sturm’s Subdivision includes the existing single-family dwelling at the northern subject parcel. Lots 19, 20, and 21 include the southern half of the northern subject parcel and the entirety of the southern subject parcel. Building permit records show that the former Club 29 tavern was demolished by the current property owners in 2007.

**Pertinent Zoning Cases in Surrounding Area:** None.

**Surrounding Zoning and Land Use:** Both subject parcels are zoned “C-1” Neighborhood Commercial. All surrounding parcels are zoned “R-2” Medium Density Residential. Five single-family dwellings are located to the north, west, and south of the subject parcels, including the petitioner’s current residence, which is located to the north. To the south and east of the subject parcels is the Illinois River. The northern 0.70-acre parcel, consisting of lots 18 and 19 in Sturm’s Subdivision, includes a 748-square-foot single-family dwelling constructed in 1945. The petitioner states that this dwelling is no longer connected to water, gas, or electricity and is currently used for personal storage. The petitioner also installed ground-mounted residential solar panels at the property, and these panels were approved through building permit #60020. The petitioner proposes to rezone this parcel to “R-2” Medium Density Residential in order to bring the existing residential uses into compliance with the Unified Development Ordinance. The southern 0.50-acre parcel, consisting of lots 20 and 21 in Sturm’s Subdivision, is currently vacant. According to building permit #52582, Club 29, a tavern, was in operation at the property until the petitioner demolished the building in 2007. The petitioner has stated that a prospective buyer would like to build a single-family dwelling at the property. Single-family dwellings are not allowed as a permitted use or special use in the “C-1” Neighborhood Commercial District. The petitioner proposes to rezone this parcel in order to sell the property as a buildable home site. The petitioner’s request to rezone both subject parcels from “C-1” Neighborhood Commercial to “R-2” Medium Density Residential would bring the subject parcels into conformance with surrounding residential zoning and land uses and allow for further residential development.

**Technical Adequacy:** The subject parcels are currently zoned “C-1” Neighborhood Commercial. The standards for the “C-1” Neighborhood Commercial District are discussed in Section 5.7 of the Unified Development Ordinance. The only residential uses permitted as of right in the “C-1” District are non-impact home occupations and multifamily or townhouse dwellings, provided that no dwelling units are located on the street level. Commercial uses permitted as of right in the “C-1” District include clinics, commercial retail establishments, financial institutions, restaurants, gas station convenience stores, and automobile sales. Were the subject parcels to maintain their current “C-1” zoning, any of these uses could operate from the subject parcels without prior zoning approval. The petitioner requests to rezone the subject parcels to “R-2” Medium Density Residential. The standards for the “R-2” Medium Density Residential District are discussed in Section 5.5 of the Unified Development Ordinance. Single-family detached and two-family dwellings are permitted as of right in the “R-2” District. The petitioner states that he intends to sell the southern subject parcel as a buildable home site and maintain ownership of the northern subject parcel for personal storage and residential solar. The petitioner’s request would bring an existing residential use into conformance and allow for the construction of a single-family dwelling. The petitioner’s request is consistent with the standards of the “R-2” Medium Density Residential District.

**Environmental Impacts:** The petitioner states that the subject parcels are served by public water and private septic. The petitioner also states that the single-family dwelling at the northern subject property is currently used for personal storage and is not connected to water, electricity, or gas. At the time of the Peoria City/County Health Department’s review, no conditions were found that would cause the Department to recommend denial of the request. However, during the review,
it was determined that if any plumbing is installed on the property, a private onsite wastewater permit will be required. In addition, if any existing septic tanks, cisterns, or wells that are on the property still exist, it will be required by the Health Department for proper abandonment to take place. Provided the requirements of the Peoria City/County Health Department are met, the petitioner’s request to rezone the subject parcels for residential use should have a minimal effect on the surrounding environment.

**Transportation Impacts:** The northern subject parcel has 170 feet of road frontage along N. Route 29, a state highway, and the building at the property is accessed by a gravel driveway. The southern subject parcel has 100 feet of road frontage along N. Route 29, and the half-circle gravel driveway serving the former tavern at the property is still in existence. No new access points are proposed at this time. The 2017 IDOT Traffic Map shows an average count of 15,200 vehicle trips in a 24-hour period for this part of N. Route 29. The 8th Edition of the Trip Generation Report published by the Institute of Transportation Engineers cites an average rate of 9.44 vehicle trips on a weekday per single-family dwelling unit. The petitioner has stated that a prospective buyer wishes to build a single-family dwelling at the southern subject parcel. Were a new single-family dwelling constructed, the traffic generated by the dwelling would only constitute approximately 0.06% of the total vehicle trips in a 24-hour period for this part of N. Route 29. Accordingly, the petitioner’s request should have minimal impact on local traffic patterns. The County Highway Department will defer to the Illinois Department of Transportation, as N. Route 29 is maintained by the State. No comments have been received from IDOT.

**Land Use Form:** The Future Land Use Form Map in the Peoria County Comprehensive Land Use Plan designates this area as Rural. The Rural Land Use Form allows for more intensive residential development than the Agriculture Preservation or Agriculture forms and encourages public water, sewer, or other municipal-type services when available. Land Uses allowable in the Rural Land Use Form include Agriculture, Open Space, Rural Residential, and Conservation Design Residential. The subject parcels are currently zoned “C-1” Neighborhood Commercial, and commercial uses are not listed as compatible with the Rural Land Use Form. The petitioner requests to rezone the two subject parcels in order to create a buildable home site and bring an existing residential use into conformance with the Unified Development Ordinance. The petitioner also states that public water is available at the subject parcels. The petitioner’s request would make the subject parcels consistent with the Rural Land Use Form designation of the Land Use Plan. The petitioner’s request is also consistent with the Peoria County Growth Strategy of providing a variety of choices in housing types to meet the needs of all segments of the population in Peoria County. The petitioner’s request will bring an existing residential use into conformance and allow for further residential development. The petitioner’s request is consistent with the Peoria County Comprehensive Land Use Plan and the Growth Strategies of the Peoria County Board.
Conclusions

Consistency with the General Area (Existing Uses, Zoning, and Need). The subject parcels are currently zoned “C-1” Neighborhood Commercial. The northern subject parcel consists of a ground-mounted residential solar system and a single-family dwelling used for personal storage. The southern subject parcel has been vacant since 2007 when the former Club 29 tavern at the property was demolished. All surrounding parcels are zoned “R-2” Medium Density Residential. Single-family dwellings are the predominant land use in the surrounding area, and five single-family dwellings lie adjacent to the subject parcels. The petitioner requests to rezone the two subject parcels from “C-1” Neighborhood Commercial to “R-2” Medium Density Residential. The petitioner’s request would bring the existing residential use at the northern subject parcel into conformance. The request would also allow for the construction of a new single-family dwelling at the southern subject parcel. The petitioner’s request is consistent with the existing residential uses and zoning of the surrounding area, and the request would allow for further residential development in the community.

Conformance of the Subject Property (Property Value, Suitability, Vacancy). The only residential uses permitted as of right in the “C-1” Neighborhood Commercial District are non-impact home occupations and multifamily or townhouse dwellings, provided that no dwelling units are located on the street level. With the subject parcels’ current “C-1” zoning, any prospective buyer of the southern subject parcel would not be allowed to construct a single-family dwelling at the property, even though single-family dwellings are the predominant surrounding land use. The northern subject parcel is currently being used residentially, as the petitioner has constructed a residential solar system at the property and uses the existing dwelling for storage. The southern subject parcel is currently vacant and could support a new single-family dwelling. The southern subject parcel has been vacant since 2007, when the current property owners demolished the former Club 29 tavern at the property.

Impact on the Public (Welfare and Relative Gain). The subject parcels are currently zoned “C-1” Neighborhood Commercial. Commercial uses permitted as of right in the “C-1” District include clinics, commercial retail establishments, financial institutions, restaurants, gas station convenience stores, and automobile sales. Were the subject parcels to maintain their current “C-1” zoning, any of these uses could operate from the subject parcels without prior zoning approval, which would allow for a number of commercial scenarios in a residential neighborhood. The petitioner’s request to rezone the subject parcels to “R-2” Medium Density Residential would bring an existing residential use into conformance and allow for further residential development in the area.

Consistency with Adopted County Plan. The Future Land Use Form Map in the Peoria County Comprehensive Land Use Plan designates this area as Rural. The Rural Land Use Form allows for more intensive residential development, and allowable Land Uses include Agriculture, Open Space, Rural Residential, and Conservation Design Residential. Commercial Land Uses are not compatible with the Rural Land Use Form. The petitioner requests to rezone the subject parcels from “C-1” Neighborhood Commercial to “R-2” Medium Density Residential. The petitioner wishes to bring an existing residential use into conformance and sell the southern subject parcel as a buildable home site. The petitioner’s request would bring the subject parcels into conformance with the Rural Land Use Form designation of the Land Use Plan. The petitioner’s request is also consistent with the Peoria County Growth Strategy of providing a variety of choices in housing types to meet the needs of all segments of the population in Peoria County. The petitioner’s request would bring an existing residential use into conformance and allow for further residential development. The petitioner’s request is consistent with the Peoria County Comprehensive Land Use Plan and the Growth Strategies of the Peoria County Board.
**Staff Recommendation**

Based on the above information, the Department recommends **approval**.

Respectfully submitted,

Taylor Armbruster  
Planner I

Kathi Urban  
Director
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your Land Use Committee does hereby recommend passage of the following Resolution:

RE: Approval of Rezoning, Petition of Randy F. Koors.

RESOLUTION

WHEREAS, the County of Peoria has enacted a Unified Development Ordinance, Chapter 20 of the Peoria County Code; and

WHEREAS, said ordinance zones the subject property as “C-1” Neighborhood Commercial; and

WHEREAS, the petitioner has requested this property be zoned “R-2” Medium Density Residential in order to create a buildable home site and bring an existing residential use into conformance; and

WHEREAS, a hearing on said Rezoning was held before the Zoning Board of Appeals (ZBA) on December 9, 2021 in Case No. ZBA-2021-000042; a copy of the deliberation minutes of said hearing and a legal description of the subject property are attached; and

WHEREAS, the ZBA deliberated its decision on December 9, 2021, and voted to recommend approval of the Rezoning; a copy of the ZBA’s findings of fact is attached; and

WHEREAS, your Committee met on January 3, 2022 to consider the ZBA’s recommendation and voted to approve the Rezoning.

NOW THEREFORE BE IT ORDAINED, by the County Board of Peoria County, that the Rezoning in Case No. ZBA-2021-000042 is hereby approved.

NOTICE: Approval of this Rezoning does not constitute approval of wells nor septic systems for the property required by the Peoria City/County Health Department.

RESPECTFULLY SUBMITTED,
LAND USE COMMITTEE
Parcel No. 09-13-303-062

Lots 18 and 19 in Sturm’s Subdivision as laid out on the part of the Southwest Quarter of Section 13, Township 10 North, Range 8 East of the Fourth Principal Meridian; and all vac Hazel St. lying SW & adj thereto; also pt vac Caroline St lying SE & adj thereto; situated, lying and being in the City of Chillicothe, County of Peoria and State of Illinois.

Commonly known as: 13027 N. Route 29, Chillicothe, IL 61523

Parcel No. 09-13-303-063

Lots 20 and 21 in Sturm’s Subdivision as laid out on part of the Southwest Quarter of Section 13, Township 10 North, Range 8 East of the Fourth Principal Meridian, & pt vac Caroline St lying SE and adj thereto; situated, lying and being in the City of Chillicothe, County of Peoria and State of Illinois.

Commonly known as 13015 N. Route 29, Chillicothe, IL 61523
AGENDA BRIEFING

COMMITTEE: Land Use  LINE ITEM: N/A
MEETING DATE: January 3, 2022  AMOUNT: N/A

ISSUE: ZBA Case ZBA-2021-000043 is a Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District.

BACKGROUND/DISCUSSION: This case is in District #14, which is County Board member Brian Elsasser’s district. The petitioner, Four Creeks LLC, requests a Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District. The petitioner requests to install a temporary meteorological tower to record and measure wind data for up to three years. The temporary meteorological tower will be a way to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The data will be transmitted by a cellular link requiring no onsite personnel. The subject parcel does not have an address assigned. The subject parcel is located in Section 34 in the Millbrook Township. There are 0 consent and 0 objections on file. The subject parcel and all surrounding parcels are zoned “A-1” Agricultural Preservation. The subject parcel consists of row crop agriculture production. To the north and west of the subject parcel at the corner of N. Route 150 and W. Scotland Prairie Rd., there is a parcel that contains one residence and two detached accessory structures. All surrounding land uses are used for agricultural purposes. Section 20-5.1.3.3.d of the Unified Development Ordinance (UDO) allows for a special use for meteorological towers in the “A-1” Agricultural Preservation provided that the conditions in Section 20-5.14.3-3 are met. In the Section 20-5.14.3-3 of the UDO the conditions are as follows; a) A temporary use permit shall be issued for a period of not more than three (3) years and shall not be extended without a variance. b) Meteorological towers are permitted, with a special use permit, in the "A-1" Agricultural Preservation, "A-2" Agricultural, "I-1" Light Industrial, and "I-2" Heavy Industrial zoning districts. c) Meteorological tower height must comply with all FAA regulations. d) Setbacks from public roads and property lines shall be established in the underlying zoning districts. e) For towers over one hundred (100) feet in height, orange safety balls shall be installed on all guy wires. According to the petition, the towers are expected to stay in place for up to 3 years, the siting of the meteorological towers will meet the County’s requirement of 1.1 times the tower height from roads and property lines, and the guy wires supporting the tower will be affixed with high visibility aviation orange marker balls to alert aircraft. The overall LESA score was 207.2 out of 300, which is a medium rating for agricultural protection. Only 2.5 acres will be taken out of production. According to the petitioner, the 2.5 acres that will be taken out of production can be used for other crops that do not require machinery for harvest including pumpkins. After three years allowable by the UDO the meteorological towers will be removed, and the cropland will be returned to production. No conditions were found that would cause the Peoria City/County Health Department to recommend denial of the request. The subject parcel has road frontage along Route 78, a state route, and along W. Scotland Prairie Rd., a township road. According to 2017 IDOT Traffic Map there is a total of 3,750 vehicle trips per day along Route 78 and only 50 vehicle trips per day on W. Scotland Prairie Rd. According to the petitioner, installation will only take one day and is completed with a pick-up truck and trailer. The County Highway Department will defer to the Millbrook Township Road Commissioner as Scotland Prairie Road is maintained by the road district. The Millbrook Township Road Commissioner’s Consulting Engineer testified at the ZBA hearing that a right of way permit will be required for the construction of the towers. For access along Illinois State Route 78, the County Highway Department will defer to the Illinois Department of Transportation. The Comprehensive Land Use Plan designates this area as Agriculture Preservation. While the Agricultural Preservation Land Use Form does not contain specific language to a meteorological tower, Theme #2 – Environmental Stewardship of the Peoria County Comprehensive Land Use Plan does support establishing incentives for renewable energy sources such as wind energy conversion systems. Installing this temporary meteorological tower is a method to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The request is consistent with the Peoria County Comprehensive Land Use Plan.

COUNTY BOARD GOALS:

STAFF RECOMMENDATION: Approval
ZBA RECOMMENDATION: Approval (7-0)
COMMITTEE ACTION: Approved 1/3/22 (6-0 votes) Mr. Elsasser voted aye via teleconference

PREPARED BY: Jack Weindel, Planner I
DEPARTMENT: Planning & Zoning
DATE: December 10, 2021

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Report to the Zoning Board of Appeals for the December 9th, 2021 Public Hearing

Date: November 29th, 2021

Case/Petitioner: ZBA-2021-000043 Four Creeks LLC / 1001 McKinney St., Suite 700, Houston, TX 77002 (Sonia A. and Gale A. Stoller, owners, 802 E. Woertz Rd., Princeville, IL 61559)

Request: Case ZBA-2021-000043 A Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District.

Location: NW 1/4 Section 34, Millbrook Township / No address assigned, Lat/Long: 40.89774, -89.92558 / Parcel ID 01-34-100-004

Land Use Form: Agriculture Preservation

Current Zoning: “A-1” Agricultural Preservation

Present Use: Agricultural

Size of Site: 36.89 acres

South: “A-1” Agricultural Preservation
East: “A-1” Agricultural Preservation
West: “A-1” Agricultural Preservation

Surrounding Land Uses: North: Agriculture / Residence
South: Agriculture
East: Agriculture
West: Agriculture / Residence

Public Services: Fire: Brimfield FPD #084
Water: None
School: Princeville CUSD #326
Sewer: None

Transportation: Illinois State Route 78, State Route and W. Scotland Prairie Rd., Township Road

Pertinent Zoning Cases On Site: None.

Pertinent Zoning Cases In Surrounding Area: Zoning Case #ZBA-2021-000044 & ZBA-2021-000045

Department of Planning and Zoning Recommendation: APPROVAL
Case Analysis

Request and Location: The petitioner, Four Creeks LLC, requests a Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District. The petitioner requests to install a temporary meteorological tower to record and measure wind data for up to three years. The temporary meteorological tower will be a way to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The data will be transmitted by a cellular link requiring no onsite personnel. The subject parcel does not have an address assigned. The subject parcel is located in NW ¼ of Section 34 in the Millbrook Township.

Pertinent Zoning Cases on Site: None.

Pertinent Zoning Cases in Surrounding Area: Zoning case #ZBA-2021-000044 is a Special Use request to install a temporary meteorological tower in the “A-1” Agricultural Preservation Zoning District filed by the same petitioner; this request is located approximately 3.5 miles to the northeast. Zoning case #ZBA-2021-000045 is also a Special Use request to install a temporary meteorological tower in the “A-1” Agricultural Preservation Zoning District filed by the same petitioner; this request is located approximately 2.5 miles to the southeast.

Surrounding Zoning and Land Use: The subject parcel and all surrounding parcels are zoned “A-1” Agricultural Preservation. To the north and west of the subject parcel at the corner of N. Route 150 and W. Scotland Prairie Rd., there is a parcel that contains one residence and two detached accessory structures. All surrounding land uses are used for agricultural purposes. According to the petition, the design and placement of the tower was discussed with the landowner to ensure the location of the tower will have minimal visual impact on residences and minimal impacts on farming. According to the petitioner, the landowner of the subject parcel discussed the placement of the tower with the property owner to the northwest and agreed the placement of the tower would have minimal impact on their property.

Technical Adequacy: Section 20-5.1.3.3.d of the Unified Development Ordinance (UDO) allows for a special use for meteorological towers in the “A-1” Agricultural Preservation provided that the conditions in Section 20-5.14.3-3 are met. In the Section 20-5.14.3-3 of the UDO the conditions are as follows: a) A temporary use permit shall be issued for a period of not more than three (3) years and shall not be extended without a variance. b) Meteorological towers are permitted, with a special use permit, in the "A-1" Agricultural Preservation, "A-2" Agricultural, "I-1" Light Industrial, and "I-2" Heavy Industrial zoning districts. c) Meteorological tower height must comply with all FAA regulations. d) Setbacks from public roads and property lines shall be established in the underlying zoning district. e) For towers over one hundred (100) feet in height, orange safety balls shall be installed on all guy wires. According to the petition, the towers are expected to stay in place for up to 3 years, the siting of the meteorological towers will meet the County’s requirement of 1.1 times the tower height from roads and property lines, and the guy wires supporting the tower will be affixed with high visibility aviation orange marker balls to alert aircraft. A LESA was conducted on the subject parcel. The site scored 88.6 out of 100 for agland evaluation and 118.6 out of 200 for the site assessment component. The overall LESA score was 207.2 out of 300, which is a medium rating for agricultural protection. Only 2.5 acres will be taken out of production. According to the petitioner, the 2.5 acres that will be taken out of production can be used for other crops that do not require machinery for harvesting such as pumpkins. After three years allowable by the UDO the meteorological towers will be removed, and the cropland will be returned to production.

Environmental Impacts: According to the petition, the subject parcel has neither septic nor well. The subject parcel will not require septic or well in the future for this proposed use. The Peoria City/County Health Department conducted a review of the proposal, and the Department states that no conditions were found that would cause the Department to recommend denial of the request.

Transportation Impacts: The subject parcel has road frontage along Route 78, a state route, and along W. Scotland Prairie Rd., a township road. According to 2017 IDOT Traffic Map there is a total of 3,750 vehicle trips per day along Route 78 and only 50 vehicle trips per day on W. Scotland Prairie Rd. According to the petitioner, installation will only take one day and is completed with a pick-up truck and trailer. The meteorological tower will be accessed 1-2 times per year by foot for regular maintenance and should not need to be lowered unless a problem would occur with the equipment. No new access points will be created on Route 78 or W Scotland Prairie Rd. With vehicles trips per day considered, this special use approval will have minimal effects on Route 78 or W. Scotland Prairie Rd. The County Highway Department will defer to
the Millbrook Township Road Commissioner as Scotland Prairie Road is maintained by the road district. For access along Illinois State Route 78, the County Highway Department will defer to the Illinois Department of Transportation.

**Land Use Form:** The Future Land Use Form Map in the Peoria County Comprehensive Land Use Plan designates this area as Agriculture Preservation. While the Agricultural Preservation Land Use Form does not contain specific language to a meteorological tower, Theme #2 – Environmental Stewardship of the Peoria County Comprehensive Land Use Plan does support establishing incentives for renewable energy sources such as wind energy conversion systems. Installing this temporary meteorological tower is a method to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The request is consistent with the Peoria County Comprehensive Land Use Plan.
Conclusions

Consistency with Adopted County Plan: The request is consistent with the Peoria County Comprehensive Land Use Plan as stated in Theme #2 – Environmental Stewardship, establishing incentives for renewable energy sources such as wind energy conversion systems. Installing this temporary meteorological tower is the first step to test the feasibility of wind power in this area of the county. The request is consistent with The Peoria County Comprehensive Land Use Plan.

Consistency with Community Character: The subject parcel and all surrounding parcels are currently zoned “A-1” Agricultural Preservation. The subject parcel is entirely used for agriculture. The subject parcel earned a LESA score of 207.2 out of 300, a medium rating for agricultural preservation. Only 2.5 acres of cropland will be taken out of production, but after the allowable three years, the meteorological towers will be removed, and the cropland can be returned to production.

Minimizing Adverse Effects: The installation of a temporary meteorological tower will have a minimal impact on the surrounding area. The installation of the tower will only take one day to complete and the only required equipment for installation is a pick-up truck and trailer. The meteorological towers will meet the County’s requirement of 1.1 times the tower height from roads and property lines, and the guy wires supporting the tower will be affixed with high visibility aviation orange marker balls to alert aircraft. The proposed meteorological tower will not create any new access points and will have minimal impacts on the traffic system in the surrounding area.

Presence of Natural/Historical Resources: The request does not impact known natural or historical resources.

Compliance with Additional Standards: The proposed use will comply with additional standards for permitted temporary uses as specified in the Unified Development Ordinance. If this special use request is granted, the proposed use will be compliant with the use standards of the Unified Development Ordinance. The applicant will be responsible for obtaining all required permits from Peoria County Planning & Zoning Department.
Zoning Board of Appeals
December 9, 2021

Pekin County
- Local
- Freeway
- Primary Arterial
- Secondary Arterial
- Collector
- Townships
- Point of Interest

Future Land Use Form
**Staff Recommendation**

Based on the above information, the Department recommends **approval**:

Respectfully submitted,

Jack Weindel
Planner I

Kathi Urban
Director

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A meeting of the Peoria County Zoning Board of Appeals was held on Thursday, December 9, 2021. The meeting was called to order by Chairperson Linda O’Brien at 9:00 a.m.

PRESENT: Linda O’Brien – Chairperson, Andrew Keyt – Vice Chairperson, Greg Happ, Leonard Unes, Jim Bateman, Robert Asbell, J. Greg Fletcher

ABSENT: John Harms, Justin Brown

STAFF: Kathi Urban – Director
Jack Weindel – Planner I
Jennie Cordis Boswell – Civil Assistant State’s Attorney
Sarah Cox – ZBA Administrative Assistant

Case No. ZBA-2021-000043 at 9:00 a.m. Hearing to be held in room 403, of the Peoria County Courthouse, Peoria, Illinois.

Petition of FOUR CREEKS, LLC (A limited liability company, Caton Fenz – authorized agent, of 1001 McKinney, Suite 700, Houston, TX 77002), acting on behalf of SONIA A. AND GALE A. STOLLER (owners), a SPECIAL USE as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District.

FINDINGS OF FACT FOR SPECIAL USES
Section 20-3.5.4

When considering an application for a special use permit, the decision-making body shall consider the extent to which:

1. That the special use will be consistent with the purposes, goals, objectives, and standards of any officially adopted County plan and these regulations, or if not consistent, the factors which justify deviation;
   - The request is consistent with the Peoria County Comprehensive Land Use Plan in supporting environmental stewardship, including incentives for establishing renewable energy sources. Installation of this temporary meteorological tower will record and measure wind data in this area of the County.

2. That the special use will be consistent with the community character of the immediate vicinity of the parcel proposed for development, or if not consistent, the factors which justify the inconsistency:
   - The subject parcel and all surrounding parcels are zoned "A-1" Agricultural Preservation. According to the petition, placement of the tower will have minimal visual impact on surrounding residences, and in addition, only 2.5 acres of crop land
may be taken out of production. After the allowable 3 years, the meteorological tower will be removed, and the acreage will be returned to crops.

3. That the design of the proposed use will minimize adverse effects, including visual impacts on adjacent properties, except for land splits in the A-2 District and individual mobile homes;
   - The installation of a temporary meteorological tower will have minimal visual impact on adjacent properties. The tower will be installed in one to two days, and all that is needed for installation is a pickup truck and trailer, resulting in minimal-to-no impact on the traffic system in the surrounding area. The tower will meet the County’s road and property line requirements, and the supporting guy wires will be affixed with aviation orange marker balls to alert aircraft.

4. That the development has been reviewed and approved by the Illinois Department of Natural Resources with regard to the presence of endangered species, and archaeological and/or historical resources, if applicable:
   - The request does not impact known natural or historical resources.

5. That the proposed use will comply with all additional standards imposed on it by the particular provision of these regulations authorizing such use and by all other applicable requirements of the ordinances of the County; and
   - If granted, this Special Use will be compliant with the use standards of the Unified Development Ordinance. The petitioner will be responsible for obtaining all required permits from the Peoria County Planning and Zoning Department.

A motion to approve the Findings of Fact was made by Mr. Asbell and seconded by Mr. Fletcher. Seven affirmative votes; (7-0). A motion to approve the Special Use was made by Mr. Happ and seconded by Mr. Keyt. A vote was taken, and the motion was approved; (7-0)

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Sarah Cox
ZBA Administrative Assistant
TO THE HONORABLE COUNTY BOARD  
COUNTY OF PEORIA, ILLINOIS  

Your Land Use Committee does hereby recommend passage of the following Resolution:

RE: Approval of Special Use, Petition of Four Creeks LLC.

RESOLUTION

WHEREAS, the County of Peoria has enacted a Unified Development Ordinance, Chapter 20 of the Peoria County Code; and

WHEREAS, said ordinance requires a Special Use when a proposed meteorological tower is located in the A-1 Agricultural Preservation Zoning District; and

WHEREAS, a hearing on said Special Use was held before the Zoning Board of Appeals (ZBA) on December 9, 2021 in Case No. ZBA-2021-000043; a copy of the deliberation minutes of said hearing and a legal description of the subject property are attached; and

WHEREAS, the ZBA deliberated its decision on December 9, 2021, and voted to recommend approval of the Special Use; a copy of the ZBA’s findings of fact is attached; and

WHEREAS, your Committee met on January 3, 2022 to consider the ZBA’s recommendation and voted to approve the Special Use.

NOW THEREFORE BE IT ORDAINED, by the County Board of Peoria County, that the Special Use in Case No. ZBA-2021-000043 is hereby approved.

NOTICE: Approval of this Special Use does not constitute approval of wells nor septic systems for the property required by the Peoria City/County Health Department.

RESPECTFULLY SUBMITTED,
LAND USE COMMITTEE
Legal Description of the Property

Situate in the County of PEORIA, and State of Illinois, to-wit:

Parcel Number 01-34-300-004 (36.89)

The West Half of the West Half of Northwest Quarter of Section 34, Township 11 North, Range 5 East of the Fourth Principal Meridian, situate, lying and being in the County of Peoria and State of Illinois,

EXCEPTING THEREFROM: A tract of land located in a part of the Northwest 1/4 of Section 34, Township 11 North, Range 5 East of the 4th Principal Meridian, Peoria County, Illinois. More particularly bounded and described as follows and bearings are for the purpose of description only: Commencing at an iron rod at the Northeast corner of the Northwest 1/4 of said Section 34; Thence North 89 degrees 55 minutes 00 seconds West, along the North line of the Northwest 1/4 of said Section 34, a distance of 2308.23 feet to an iron rod. Said iron rod being the Place of Beginning for the tract to be described; Thence South 00 degrees 52 minutes 30 seconds East, 347.35 feet to an iron rod; Thence South 88 degrees 55 minutes 40 seconds West, 299.94 feet to an iron rod on the East right-of-way line of Illinois Route #78; Thence North 00 degrees 15 minutes 00 seconds West, 202.68 feet to an iron rod; Thence South 89 degrees 15 minutes 00 seconds West, 10.00 feet to an iron rod; Thence North 00 degrees 15 minutes 00 seconds West, 100.00 feet to a concrete right-of-way marker; Thence North 68 degrees 30 minutes 55 seconds East, 75.10 feet to an iron rod; Thence North 00 degrees 15 minutes 00 seconds West, 23.13 feet to the North line of the NW ¼ of said Section 34. The last five (5) named courses being along said East right-way line; Thence South 89 degrees 55 minutes 00 seconds East, along the North line of the Northwest 1/4 of said Section 34, a distance of 236.13 feet to the Place of Beginning and containing 2.37 acres, more or less; FURTHER EXCEPTING THEREFROM: a tract of land located in a Part of the North West Quarter of Section 34, Township 11 North, Range 5 East of the Fourth Principal Meridian conveyed to the State of Illinois by Deed dated June 21, 1928. A more detailed description is as follows: From a stone at the South West Corner of the North West Quarter of the North East Quarter of Section 33, Township and Range aforesaid running thence East 2645.0 feet; thence North 1 degree 2 minutes West 1314.0 feet; thence East 40.0 feet to the Point of Beginning. From the Point of Beginning running thence South 1 degree 2 minutes East 2650.0 feet; thence West 16.1 feet; thence North 1 degree 15 minutes East 222.0 feet; thence North 1 degree 22 minutes West 500.0 feet; thence North 1 degree 7.5 minutes West 500.0 feet; thence North 1 degree 38 minutes West 115.0 feet; thence North 1 degree 14 minutes West 385.0 feet; thence North 1 degree 8 minutes West 500.0 feet; thence North 1 degree 27 minutes West 428.0 feet; thence East 17.5 feet to the Point of Beginning containing 0.74 acres, more or less.

The above-described property being the same property described in that certain Quit-Claim Deed dated November 18, 2015, recorded at Instrument Number 2015025589 in the Office of the Records of Peoria County, Illinois on December 01, 2015.

Parcel Number(s): Parcel Number 01-34-300-004 (36.89)
AGENDA BRIEFING

COMMITTEE: Land Use  
MEETING DATE: January 3, 2022

LINE ITEM: N/A  
AMOUNT: N/A

ISSUE: ZBA Case ZBA-2021-000044 is a Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District.

BACKGROUND/DISCUSSION: This case is in District #14, which is County Board member Brian Elsasser’s district. The petitioner, Four Creeks LLC, requests a Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District. The petitioner requests to install a temporary meteorological tower to record and measure wind data for up to three years. The temporary meteorological tower will be a way to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The data will be transmitted by a cellular link requiring no onsite personnel. The subject parcel on N. Maher Rd. does not have an address assigned. The subject parcel is located in NW ¼ of Section 30 in the Princeville Township. There are 0 consent and 3 objections on file. The subject parcel and all surrounding parcels are zoned “A-1” Agricultural Preservation. The parcels to the north, east, and south are used for agricultural purposes. To the west of the subject parcel are two residences. Section 20-5.1.3.3.d of the Unified Development Ordinance (UDO) allows for a special use for meteorological towers in the “A-1” Agricultural Preservation provided that the conditions in Section 20-5.14.3-3 are met. In the Section 20-5.14.3-3 of the UDO the conditions are as follows; a) A temporary use permit shall be issued for a period of not more than three (3) years and shall not be extended without a variance. b) Meteorological towers are permitted, with a special use permit, in the "A-1" Agricultural Preservation, "A-2" Agricultural, "I-1" Light Industrial, and "I-2" Heavy Industrial zoning districts. c) Meteorological tower height must comply with all FAA regulations. d) Setbacks from public roads and property lines shall be established in the underlying zoning district. e) For towers over one hundred (100) feet in height, orange safety balls shall be installed on all guy wires. According to the petition, the towers are expected to stay in place for up to 3 years, the siting of the meteorological towers will meet the County’s requirement of 1.1 times the tower height from roads and property lines, and the guy wires supporting the tower will be affixed with high visibility aviation orange marker balls to alert aircraft. The overall LESA score was 222.0 out of 300, which is a medium rating for agricultural protection. Only 2.5 acres will be taken out of production. According to the petitioner, the 2.5 acres that will be taken out of production can be used for other crops that do not require machinery for harvesting such as pumpkins. After three years the meteorological towers will be removed, and the cropland may be returned to production. No conditions were found that would cause the Peoria City/County Health Department to recommend denial of the request. The subject parcel has road frontage along N. Maher Rd., a township road. According to 2017 IDOT Traffic Map there is a total of 50 vehicle trips per day along N. Maher Rd. According to the petitioner, installation will only take one day and is completed with a pick-up truck and trailer. The County Highway Department will defer to the Millbrook Township Road Commissioner as this section of Maher Road is maintained by the road district. The Comprehensive Land Use Plan designates this area as Agriculture Preservation. While the Agricultural Preservation Land Use Form does not contain specific language to a meteorological tower, Theme #2 – Environmental Stewardship of the Peoria County Comprehensive Land Use Plan does support establishing incentives for renewable energy sources such as wind energy conversion systems. Installing this temporary meteorological tower is a method to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The request is consistent with the Peoria County Comprehensive Land Use Plan.

COUNTY BOARD GOALS:

STAFF RECOMMENDATION: Approval  
ZBA RECOMMENDATION: Approval (6-0)

COMMITTEE ACTION: Approved 1/3/22 (6-0 votes) Mr. Elsasser voted aye via teleconference

PREPARED BY: Jack Weindel, Planner I
DEPARTMENT: Planning & Zoning
DATE: December 10, 2021
Report to the Zoning Board of Appeals for the December 9th, 2021 Public Hearing

Date: November 29th, 2021

Case/Petitioner: ZBA-2021-000044 Four Creeks LLC / 1001 McKinney St., Suite 700, Houston, TX 77002 (Martin D. Carroll Trust, owners, 18025 W. Peoria-Galesburg Trail, Brimfield, IL 61617)

Request: Case ZBA-2021-000044 A Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District

Location: NW 1/4 Section 30, Princeville Township / No address assigned, Lat/Long: 40.91055, -89.86597 / Parcel ID 02-30-100-008

Land Use Form: Agriculture Preservation

Current Zoning: “A-1” Agricultural Preservation

Present Use: Agricultural

Size of Site: 69.28 acres

South: “A-1” Agricultural Preservation
East: “A-1” Agricultural Preservation
West: “A-1” Agricultural Preservation

Surrounding Land Uses: North: Agriculture
South: Agriculture
East: Agriculture
West: Agriculture / Residences

Public Services: Fire: Akron-Princeville FPD #070
School: Princeville CUSD #326
Water: None
Sewer: None

Transportation: N. Maher Rd., Township Road

Pertinent Zoning Cases On Site: None.

Pertinent Zoning Cases In Surrounding Area: Zoning Cases ZBA-2021-000043 & ZBA-2021-000045

Department of Planning and Zoning Recommendation: APPROVAL
Case Analysis

**Request and Location:** The petitioner, Four Creeks LLC, requests a Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District. The petitioner requests to install a temporary meteorological tower to record and measure wind data for up to three years. The temporary meteorological tower will be a way to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The data will be transmitted by a cellular link requiring no onsite personnel. The subject parcel does not have an address assigned. The subject parcel is located in NW ¼ of Section 30 in the Princeville Township.

**Pertinent Zoning Cases on Site:** None.

**Pertinent Zoning Cases in Surrounding Area:** Zoning case #ZBA-2021-000043 is a Special Use request to install a temporary meteorological tower in the “A-1” Agricultural Preservation Zoning District filed by the same petitioner; this request is located approximately 3.5 miles to the southwest. Zoning case #ZBA-2021-000045 is also a Special Use request to install a temporary meteorological tower in the “A-1” Agricultural Preservation Zoning District filed by the same petitioner; this request is located approximately 3 miles to the southwest.

**Surrounding Zoning and Land Use:** The subject parcel and all surrounding parcels are zoned “A-1” Agricultural Preservation. The parcels to the north, east, and south are used for agricultural purposes. To the west of the subject parcel are two residences. According to the petition, the design and placement of the tower was discussed with the landowner to ensure the location of the tower will have minimal visual impact on residences and minimal impacts on farming.

**Technical Adequacy:** Section 20-5.1.3.3.d of the Unified Development Ordinance (UDO) allows for a special use for meteorological towers in the “A-1” Agricultural Preservation provided that the conditions in Section 20-5.14.3-3 are met. In the Section 20-5.14.3-3 of the UDO the conditions are as follows; a) A temporary use permit shall be issued for a period of not more than three (3) years and shall not be extended without a variance. b) Meteorological towers are permitted, with a special use permit, in the "A-1" Agricultural Preservation, "A-2" Agricultural, "I-1" Light Industrial, and "I-2" Heavy Industrial zoning districts. c) Meteorological tower height must comply with all FAA regulations. d) Setbacks from public roads and property lines shall be established in the underlying zoning district. e) For towers over one hundred (100) feet in height, orange safety balls shall be installed on all guy wires. According to the petition, the towers are expected to stay in place for up to 3 years, the siting of the meteorological towers will meet the County’s requirement of 1.1 times the tower height from roads and property lines, and the guy wires supporting the tower will be affixed with high visibility aviation orange marker balls to alert aircraft. A LESA was conducted on the subject parcel. The site scored 97.1 out of 100 for agland evaluation and 124.9 out of 200 for the site assessment component. The overall LESA score was 222.0 out of 300, which is a medium rating for agricultural protection. Only 2.5 acres will be taken out of production. According to the petitioner, the 2.5 acres that will be taken out of production can be used for other crops that do not require machinery for harvesting such as pumpkins. After three years allowable by the UDO the meteorological towers will be removed, and the cropland will be returned to production.

**Environmental Impacts:** According to the petition, the subject parcel has neither septic nor well. The subject parcel will also not require septic or well in the future for this proposed use. The Peoria City/County Health Department conducted a review of the proposal, and the Department states that no conditions were found that would cause the Department to recommend denial of the request.

**Transportation Impacts:** The subject parcel has road frontage along N. Maher Rd., a township road. According to 2017 IDOT Traffic Map there is a total of 50 vehicle trips per day along N. Maher Rd. According to the petitioner, installation will only take one day and is completed with a pick-up truck and trailer. The meteorological tower will be accessed 1-2 times per year by foot for regular maintenance and should not need to be lowered unless a problem would occur with the equipment. No new access points will be created on N. Maher Rd. With vehicles trips per day considered, this special use approval will have minimal effects on N. Maher Rd. The County Highway Department will defer to the Millbrook Township Road Commissioner as this section of Maher Road is maintained by the road district.

**Land Use Form:** The Future Land Use Form Map in the Peoria County Comprehensive Land Use Plan designates this area as Agriculture Preservation. While the Agricultural Preservation Land Use Form does not contain specific language to a meteorological tower, Theme #2 – Environmental Stewardship of the Peoria County Comprehensive Land Use Plan does support establishing incentives for renewable energy sources such as wind energy conversion systems. Installing this
temporary meteorological tower is a method to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The request is consistent with the Peoria County Comprehensive Land Use Plan.
Conclusions

**Consistency with Adopted County Plan:** The request is consistent with the Peoria County Comprehensive Land Use Plan as stated in Theme #2 – Environmental Stewardship, establishing incentives for renewable energy sources such as wind energy conversion systems. Installing this temporary meteorological tower is the first step to test the feasibility of wind power in this area of the county. The request is consistent with The Peoria County Comprehensive Land Use Plan.

**Consistency with Community Character:** The subject parcel and all surrounding parcels are currently zoned “A-1” Agricultural Preservation. The subject parcel is entirely used for agriculture. The subject parcel earned a LESA score of 222.0 out of 300, a medium rating for agricultural preservation. Only 2.5 acres of cropland will be taken out of production, but after the allowable three years, the meteorological towers will be removed, and the cropland can be returned to production.

**Minimizing Adverse Effects:** The installation of a temporary meteorological tower will have a minimal impact on the surrounding area. The installation of the tower will only take one day to complete and the only required equipment for installation is a pick-up truck and trailer. The meteorological towers will meet the County’s requirement of 1.1 times the tower height from roads and property lines, and the guy wires supporting the tower will be affixed with high visibility aviation orange marker balls to alert aircraft. The proposed meteorological tower will not create any new access points and will have minimal impacts on the traffic system in the surrounding area.

**Presence of Natural/Historical Resources:** The request does not impact known natural or historical resources.

**Compliance with Additional Standards:** The proposed use will comply with additional standards for permitted temporary uses as specified in the Unified Development Ordinance. If this special use request is granted, the proposed use will be compliant with the use standards of the Unified Development Ordinance. The applicant will be responsible for obtaining all required permits from Peoria County Planning & Zoning Department.
Staff Recommendation

Based on the above information, the Department recommends approval:

Respectfully submitted,

Jack Weindel
Planner I

Kathi Urban
Director
MINUTES OF THE DELIBRATION OF THE
PEORIA COUNTY ZONING BOARD OF APPEALS

A meeting of the Peoria County Zoning Board of Appeals was held on Thursday, December 9, 2021. The meeting was called to order by Chairperson Linda O’Brien at 9:00 a.m.

PRESENT: Linda O’Brien – Chairperson, Andrew Keyt – Vice Chairperson, Greg Happ, Leonard Unes, Jim Bateman, Robert Asbell, J. Greg Fletcher

ABSENT: John Harms, Justin Brown

STAFF: Kathi Urban – Director
Jack Weindel – Planner I
Jenni Cordis Boswell – Civil Assistant State’s Attorney
Sarah Cox – ZBA Administrative Assistant

Case No. ZBA-2021-000044 at 9:00 a.m. Hearing to be held in room 403, of the Peoria County Courthouse, Peoria, Illinois.

Petition of FOUR CREEKS, LLC (A limited liability company, Caton Fenz – authorized agent, of 1001 McKinney, Suite 700, Houston, TX 77002), acting on behalf of MARTIN D. CARROLL LIVING TRUST dated June 8, 1998 AND TERI L. CARROLL LIVING TRUST dated June 8, 1998 (owners), a SPECIAL USE as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District.

FINDINGS OF FACT FOR SPECIAL USES
Section 20-3.5.4

When considering an application for a special use permit, the decision-making body shall consider the extent to which:

1. That the special use will be consistent with the purposes, goals, objectives, and standards of any officially adopted County plan and these regulations, or if not consistent, the factors which justify deviation;
   • The request is consistent with the Peoria County Comprehensive Land Use Plan in supporting environmental stewardship, including incentives for establishing renewable energy sources. Installation of this temporary meteorological tower will record and measure wind data in this area of the County.

2. That the special use will be consistent with the community character of the immediate vicinity of the parcel proposed for development, or if not consistent, the factors which justify the inconsistency:
   • The subject parcel and all surrounding parcels are zoned "A-1" Agricultural Preservation. According to the petition, placement of the tower will have minimal
visual impact on surrounding residences, and in addition, only 2.5 acres of crop land could possibly be taken out of production. After the allowable 3 years, the meteorological tower will be removed, and the acreage will be returned to crops.

3. That the design of the proposed use will minimize adverse effects, including visual impacts on adjacent properties, except for land splits in the A-2 District and individual mobile homes;
   • The installation of a temporary meteorological tower will have minimal visual impact on adjacent properties. The tower will be installed in one to two days, and all that is needed for installation is one to two pickup trucks and a trailer, resulting in minimal-to-no impact on the traffic system in the surrounding area. The tower will meet the County’s road and property line requirements, and the supporting guy wires will be affixed with aviation orange marker balls to alert aircraft.

4. That the development has been reviewed and approved by the Illinois Department of Natural Resources with regard to the presence of endangered species, and archaeological and/or historical resources, if applicable:
   • The request does not impact known natural or historical resources.

5. That the proposed use will comply with all additional standards imposed on it by the particular provision of these regulations authorizing such use and by all other applicable requirements of the ordinances of the County; and
   • If granted, this Special Use will be compliant with the use standards of the Unified Development Ordinance. The petitioner will be responsible for obtaining all required permits from the Peoria County Planning and Zoning Department.

A motion to approve the Findings of Fact was made by Mr. Bateman and seconded by Mr. Happ. Six affirmative votes; (6-0) (Mr. Asbell abstained). A motion to approve the Special Use with Restriction was made by Mr. Fletcher and seconded by Mr. Keyt. A vote was taken, and the motion was approved; (6-0) (Mr. Asbell abstained)

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Sarah Cox
ZBA Administrative Assistant
TO THE HONORABLE COUNTY BOARD

COUNTY OF PEORIA, ILLINOIS

Your Land Use Committee does hereby recommend passage of the following Resolution:

RE: Approval of Special Use, Petition of Four Creeks LLC.

RESOLUTION

WHEREAS, the County of Peoria has enacted a Unified Development Ordinance, Chapter 20 of the Peoria County Code; and

WHEREAS, said ordinance requires a Special Use when a proposed meteorological tower is located in the A-1 Agricultural Preservation Zoning District; and

WHEREAS, a hearing on said Special Use was held before the Zoning Board of Appeals (ZBA) on December 9, 2021 in Case No. ZBA-2021-000044; a copy of the deliberation minutes of said hearing and a legal description of the subject property are attached; and

WHEREAS, the ZBA deliberated its decision on December 9, 2021, and voted to recommend approval of the Special Use; a copy of the ZBA’s findings of fact is attached; and

WHEREAS, your Committee met on January 3, 2022 to consider the ZBA’s recommendation and voted to approve the Special Use.

NOW THEREFORE BE IT ORDAINED, by the County Board of Peoria County, that the Special Use in Case No. ZBA-2021-000044 is hereby approved.

NOTICE: Approval of this Special Use does not constitute approval of wells nor septic systems for the property required by the Peoria City/County Health Department.

RESPECTFULLY SUBMITTED,
LAND USE COMMITTEE
Legal Description of the Property

Situate in the County of PEORIA, and State of Illinois, to-wit:

Parcel Number 02-30-100-008 (69.21 acres)

A tract of land located in a part of the Northwest Quarter of Section 30, Township 11 North, Range 6 East of the Fourth Principal Meridian, Peoria County, Illinois, more particularly bounded and described as follows, and bearings are for the purpose of description only: Beginning at an iron rod at the Southwest corner of the Northwest Quarter of said Section 30; thence North 00 degrees 30 minutes 00 seconds West, along the West line of the Northwest Quarter of said Section 30, a distance of 725.30 feet to the Southwest corner of an existing 2.89 acre tract; thence North 90 degrees 00 minutes 00 seconds East, 350.00 feet to an iron rod; thence North 00 degrees 30 minutes 00 seconds West, 360.00 feet to an iron rod; thence South 90 degrees 00 minutes 00 seconds West, 350.00 feet to the West line of the Northwest Quarter of said Section 30, the last three named courses being along the South, East, and North sides of said 2.89 acre tract; thence North 00 degrees 30 minutes 00 seconds West, along the West line of the Northwest Quarter of said Section 30, a distance of 159.57 feet; thence North 89 degrees 43 minutes 40 seconds East, 2522.43 feet to an iron rod on the East line of the Northwest Quarter of said Section 30; thence South 00 degrees 47 minutes 00 seconds East, along the East line of the Northwest Quarter of said Section 30, a distance of 1244.92 feet to the Southeast corner of the Northwest Quarter of said Section 30, said point being 3.0 feet South and 1.6 feet West of an iron rod in an existing fence corner, thence South 89 degrees 43 minutes 40 seconds West, along the South line of the Northwest Quarter of said Section 30, a distance of 2528.59 feet to the Place of Beginning, as shown on the plat of survey recorded March 13, 2001 in Tract Survey 36, page 88, as Document No. 01-07634; situated in PEORIA COUNTY, ILLINOIS.

The above-described property being the same property described in that certain Warranty Deed dated March 30, 2001, recorded at Instrument Number 2001009575 in the Office of the Records of Peoria County, Illinois on March 30, 2001

In the event of inaccuracies in the foregoing legal description, Lessor and Lessee shall amend this Agreement to correct such inaccuracies.
ISSUE: ZBA Case ZBA-2021-000045 is a Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District.

BACKGROUND/DISCUSSION: This case is in District #14, which is County Board member Matt Windish’s district. The petitioner, Four Creeks LLC, requests a Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District. The petitioner requests to install a temporary meteorological tower to record and measure wind data for up to three years. The temporary meteorological tower will be a way to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The data will be transmitted by a cellular link requiring no onsite personnel. The subject parcel does not have an address assigned. The subject parcel is located in NE ¼ of Section 11 in the Brimfield Township. There are 0 consent and 0 objections on file. The subject parcel and all surrounding parcels are zoned “A-1” Agricultural Preservation. All surrounding land uses are agriculture. The closest residence to the proposed location of the tower is approximately a half mile to the northeast. Section 20-5.1.3.3.d of the Unified Development Ordinance (UDO) allows for a special use for meteorological towers in the “A-1” Agricultural Preservation provided that the conditions in Section 20-5.14.3-3 are met. In the Section 20-5.14.3-3 of the UDO the conditions are as follows; a) Temporary use permit shall be issued for a period of not more than three (3) years and shall not be extended without a variance. b) Meteorological towers are permitted, with a special use permit, in the "A-1" Agricultural Preservation, "A-2" Agricultural, "I-1" Light Industrial, and "I-2" Heavy Industrial zoning districts. c) Meteorological tower height must comply with all FAA regulations. d) Setbacks from public roads and property lines shall be established in the underlying zoning district. e) For towers over one hundred (100) feet in height, orange safety balls shall be installed on all guy wires. According to the petition, the towers are expected to stay in place for up to 3 years, the siting of the meteorological towers will meet the County’s requirement of 1.1 times the tower height from roads and property lines, and the guy wires supporting the tower will be affixed with high visibility aviation orange marker balls to alert aircraft. The overall LESA score was 213.8 out of 300, which is a medium rating for agricultural protection. Only 2.5 acres will be taken out of production. According to the petitioner, the 2.5 acres that will be taken out of production can be used for other crops that do not require machinery for harvesting such as pumpkins. After three years the meteorological towers will be removed, and the cropland may be returned to production. No conditions were found that would cause the Peoria City/County Health Department to recommend denial of the request. The subject parcel has road frontage along N. Brimfield Rd., a secondary county highway, and along W. Forney Rd., a township road. According to 2017 IDOT Traffic Map there is a total of 450 vehicle trips per day along N. Brimfield Rd. and no data is available for W. Forney Rd. According to the petitioner, installation will only take one day and is completed with a pick-up truck and trailer. Access to the parcel off of Brimfield Road must be coordinated with the Highway Department prior to construction. All oversized / overweight construction loads to this construction site require a local and state oversized / overweight permit. Location of tower to be situated as to not interfere with the motoring public. For access off Forney Road, the County Highway Department will defer to the Brimfield Township Road Commissioner, as this section of road is maintained by the road district. The Comprehensive Land Use Plan designates this area as Agriculture Preservation. While the Agricultural Preservation Land Use Form does not contain specific language to a meteorological tower, Theme #2 – Environmental Stewardship of the Peoria County Comprehensive Land Use Plan does support establishing incentives for renewable energy sources such as wind energy conversion systems. Installing this temporary meteorological tower is a method to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The request is consistent with the Peoria County Comprehensive Land Use Plan.

COUNTY BOARD GOALS:

STAFF RECOMMENDATION: Approval

ZBA RECOMMENDATION: Approval (6-0)

COMMITTEE ACTION: Approved 1/3/22 (6-0 votes) Mr. Elsasser voted aye via teleconference

PREPARED BY: Jack Weindel, Planner I

DEPARTMENT: Planning & Zoning

DATE: December 10, 2021
Date: November 29th, 2021
Case/Petitioner: ZBA-2021-000045 Four Creeks LLC / 1001 McKinney St., Suite 700, Houston, TX 77002 (Frederick F. Carroll, owner, 17916 W Peoria-Galesburg)
Request: Case ZBA-2021-000045 A Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District.
Location: NE 1/4 Section 11, Brimfield Township / No address assigned, Lat/Long: 40.86460, -89.86597 / Parcel ID 06-11-200-004
Land Use Form: Agriculture Preservation
Current Zoning: “A-1” Agricultural Preservation
Present Use: Agricultural
Size of Site: 160 acres
South: “A-1” Agricultural Preservation
East: “A-1” Agricultural Preservation
West: “A-1” Agricultural Preservation
Surrounding Land Uses: North: Agriculture
South: Agriculture
East: Agriculture
West: Agriculture
Public Services: Fire: Brimfield FPD #084
School: Brimfield USD #309
Water: None
Sewer: None
Transportation: N. Brimfield Rd., Secondary County Highway and W. Forney Rd., Township Road
Pertinent Zoning Cases On Site: None.
Pertinent Zoning Cases In Surrounding Area: Zoning Case #ZBA-2021-000043 & ZBA-2021-000044
Department of Planning and Zoning Recommendation: APPROVAL
Case Analysis

Request and Location: The petitioner, Four Creeks LLC, requests a Special Use as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District. The petitioner requests to install a temporary meteorological tower to record and measure wind data for up to three years. The temporary meteorological tower will be a way to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The data will be transmitted by a cellular link requiring no onsite personnel. The subject parcel does not have an address assigned. The subject parcel is located in the NE ¼ of Section 11 in the Brimfield Township.

Pertinent Zoning Cases on Site: None.

Pertinent Zoning Cases in Surrounding Area: Zoning case #ZBA-2021-000043 is a Special Use request to install a temporary meteorological tower in the “A-1” Agricultural Preservation Zoning District filed by the same petitioner; this request is located approximately 2.5 miles to the northwest. Zoning case #ZBA-2021-000044 is also a Special Use request to install a temporary meteorological tower in the “A-1” Agricultural Preservation Zoning District filed by the same petitioner; this request is located approximately 3 miles to the northeast.

Surrounding Zoning and Land Use: The subject parcel and all surrounding parcels are zoned “A-1” Agricultural Preservation. All surrounding land uses are agriculture. The closest residence to the proposed location of the tower is approximately a half mile to the northeast. According to the petition, the design and placement of the tower was discussed with the landowner to ensure the location of the tower will have minimal visual impact on residences and minimal impacts on farming.

Technical Adequacy: Section 20-5.1.3.3.d of the Unified Development Ordinance (UDO) allows for a special use for meteorological towers in the “A-1” Agricultural Preservation provided that the conditions in Section 20-5.14.3-3 are met. In the Section 20-5.14.3-3 of the UDO the conditions are as follows; a) A temporary use permit shall be issued for a period of not more than three (3) years and shall not be extended without a variance. b) Meteorological towers are permitted, with a special use permit, in the “A-1” Agricultural Preservation, "A-2" Agricultural, "I-1" Light Industrial, and "I-2" Heavy Industrial zoning districts. c) Meteorological tower height must comply with all FAA regulations. d) Setbacks from public roads and property lines shall be established in the underlying zoning district. e) For towers over one hundred (100) feet in height, orange safety balls shall be installed on all guy wires. According to the petition, the towers are expected to stay in place for up to 3 years, the siting of the meteorological towers will meet the County’s requirement of 1.1 times the tower height from roads and property lines, and the guy wires supporting the tower will be affixed with high visibility aviation orange marker balls to alert aircraft. A LESA was conducted on the subject parcel. The site scored 97.0 out of 100 for agland evaluation and 116.8 out of 200 for the site assessment component. The overall LESA score was 213.8 out of 300, which is a medium rating for agricultural protection. Only 2.5 acres will be taken out of production. According to the petitioner, the 2.5 acres that will be taken out of production can be used for other crops that do not require machinery for harvesting such as pumpkins. After three years allowable by the UDO the meteorological towers will be removed, and the cropland will be returned to production.

Environmental Impacts: According to the petition, the subject parcel has neither septic nor well. The subject parcel will also not require septic or well in the future for this proposed use. The Peoria City/County Health Department conducted a review of the proposal, and the Department states that no conditions were found that would cause the Department to recommend denial of the request.

Transportation Impacts: The subject parcel has road frontage along N. Brimfield Rd., a secondary county highway, and along W. Forney Rd., a township road. According to 2017 IDOT Traffic Map there is a total of 450 vehicle trips per day along N. Brimfield Rd. and no data is available for W. Forney Rd. According to the petitioner, installation will only take one day and is completed with a pick-up truck and trailer. The meteorological tower will be accessed 1-2 times per year by foot for regular maintenance and should not need to be lowered unless a problem would occur with the equipment. No new access points will be created on N. Brimfield Rd. and W. Forney Rd. With vehicles trips per day considered, this special use approval will have minimal effects on N. Brimfield Rd. and W. Forney Rd. Access to the parcel off of Brimfield Road must be coordinated with the Highway Department prior to construction. All oversized / overweight construction loads to this construction site require a local and state oversized / overweight permit. Location of tower to be situated as to not interfere with the motoring public.
For access off Forney Road, the County Highway Department will defer to the Brimfield Township Road Commissioner, as this section of road is maintained by the road district.

**Land Use Form:** The Future Land Use Form Map in the Peoria County Comprehensive Land Use Plan designates this area as Agriculture Preservation. While the Agricultural Preservation Land Use Form does not contain specific language to a meteorological tower, Theme #2 – Environmental Stewardship of the Peoria County Comprehensive Land Use Plan does support establishing incentives for renewable energy sources such as wind energy conversion systems. Installing this temporary meteorological tower is a method to collect data measuring wind speed, wind direction, ground level relative humidity and air temperature. The request is consistent with the Peoria County Comprehensive Land Use Plan.
Conclusions

**Consistency with Adopted County Plan:** The request is consistent with the Peoria County Comprehensive Land Use Plan as stated in Theme #2 – Environmental Stewardship, establishing incentives for renewable energy sources such as wind energy conversion systems. Installing this temporary meteorological tower is the first step to test the feasibility of wind power in this area of the county. The request is consistent with The Peoria County Comprehensive Land Use Plan.

**Consistency with Community Character:** The subject parcel and all surrounding parcels are currently zoned “A-1” Agricultural Preservation. The subject parcel is entirely used for agriculture. The subject parcel earned a LESA score of 213.8 out of 300, a medium rating for agricultural preservation. Only 2.5 acres of cropland will be taken out of production, but after the allowable three years, the meteorological towers will be removed, and the cropland can be returned to production.

**Minimizing Adverse Effects:** The installation of a temporary meteorological tower will have a minimal impact on the surrounding area. The installation of the tower will only take one day to complete and the only required equipment for installation is a pick-up truck and trailer. The meteorological towers will meet the County’s requirement of 1.1 times the tower height from roads and property lines, and the guy wires supporting the tower will be affixed with high visibility aviation orange marker balls to alert aircraft. The proposed meteorological tower will not create any new access points and will have minimal impacts on the traffic system in the surrounding area.

**Presence of Natural/Historical Resources:** The request does not impact known natural or historical resources.

**Compliance with Additional Standards:** The proposed use will comply with additional standards for permitted temporary uses as specified in the Unified Development Ordinance. If this special use request is granted, the proposed use will be compliant with the use standards of the Unified Development Ordinance. The applicant will be responsible for obtaining all required permits from Peoria County Planning & Zoning Department.
Staff Recommendation

Based on the above information, the Department recommends approval with the following restrictions:

Respectfully submitted,

Jack Weindel
Planner I

Kathi Urban
Director

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Case No. **ZBA-2021-000045** at 9:00 a.m. Hearing to be held in room 403, of the Peoria County Courthouse, Peoria, Illinois.

Petition of **FOUR CREEKS, LLC (A limited liability company, Caton Fenz – authorized agent, of 1001 McKinney, Suite 700, Houston, TX 77002)**, acting on behalf of **FREDERICK F. CARROLL FAMILY LIMITED PARTNERSHIP (An Illinois limited partnership, Frederick F. Carroll Living Trust dated June 8, 1998 – general partner, Frederick F. Carroll and Brenda D. Carroll – trustees, of 17916 W Peoria-Galesburg Trl, Brimfield, IL 61517) and Brenda D. Carroll Living Trust dated June 8, 1998 – general partner (Frederick F. Carroll and Brenda D. Carroll – trustees, of 17916 W Peoria-Galesburg Trl, Brimfield, IL 61517)** (owner), a SPECIAL USE as required in Section 20-5.1.3.3.d of the Unified Development Ordinance. This section allows for meteorological towers, provided that the conditions in Section 5.14.3-3 (Meteorological Towers) are met, in the "A-1" Agricultural Preservation Zoning District.

**FINDINGS OF FACT FOR SPECIAL USES**

Section 20-3.5.4

When considering an application for a special use permit, the decision-making body shall consider the extent to which:

1. That the special use will be consistent with the purposes, goals, objectives, and standards of any officially adopted County plan and these regulations, or if not consistent, the factors which justify deviation;
   - The request is consistent with the Peoria County Comprehensive Land Use Plan in supporting environmental stewardship, including incentives for establishing renewable energy sources. Installation of this temporary meteorological tower will record and measure wind data in this area of the County.
2. That the special use will be consistent with the community character of the immediate vicinity of the parcel proposed for development, or if not consistent, the factors which justify the inconsistency:
   • The subject parcel and all surrounding parcels are zoned "A-1" Agricultural Preservation. According to the petition, placement of the tower will have minimal visual impact on surrounding residences, and in addition, only 2.5 acres of crop land may be taken out of production. After the allowable 3 years, the meteorological tower will be removed, and the acreage will be returned to crops.

3. That the design of the proposed use will minimize adverse effects, including visual impacts on adjacent properties, except for land splits in the A-2 District and individual mobile homes;
   • The installation of a temporary meteorological tower will have minimal visual impact on adjacent properties. The tower will be installed in one to two days, and all that is needed for installation is a pickup truck and trailer, resulting in minimal-to-no impact on the traffic system in the surrounding area. The tower will meet the County’s road and property line requirements, and the supporting guy wires will be affixed with aviation orange marker balls to alert aircraft.

4. That the development has been reviewed and approved by the Illinois Department of Natural Resources with regard to the presence of endangered species, and archaeological and/or historical resources, if applicable:
   • The request does not impact known natural or historical resources.

5. That the proposed use will comply with all additional standards imposed on it by the particular provision of these regulations authorizing such use and by all other applicable requirements of the ordinances of the County; and
   • If granted, this Special Use will be compliant with the use standards of the Unified Development Ordinance. The petitioner will be responsible for obtaining all required permits from the Peoria County Planning and Zoning Department.

A motion to approve the Findings of Fact was made by Mr. Fletcher and seconded by Mr. Keyt. Six affirmative votes; (6-0) (Mr. Asbell abstained). A motion to approve the Special Use was made by Mr. Happ and seconded by Mr. Fletcher. A vote was taken, and the motion was approved; (6-0) (Mr. Asbell abstained)

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Sarah Cox
ZBA Administrative Assistant
TO THE HONORABLE COUNTY BOARD

COUNTY OF PEORIA, ILLINOIS

Your Land Use Committee does hereby recommend passage of the following Resolution:

RE: Approval of Special Use, Petition of Four Creeks LLC.

RESOLUTION

WHEREAS, the County of Peoria has enacted a Unified Development Ordinance, Chapter 20 of the Peoria County Code; and

WHEREAS, said ordinance requires a Special Use when a proposed meteorological tower is located in the A-1 Agricultural Preservation Zoning District; and

WHEREAS, a hearing on said Special Use was held before the Zoning Board of Appeals (ZBA) on December 9, 2021 in Case No. ZBA-2021-000045; a copy of the deliberation minutes of said hearing and a legal description of the subject property are attached; and

WHEREAS, the ZBA deliberated its decision on December 9, 2021, and voted to recommend approval of the Special Use; a copy of the ZBA’s findings of fact is attached; and

WHEREAS, your Committee met on January 3, 2022 to consider the ZBA’s recommendation and voted to approve the Special Use.

NOW THEREFORE BE IT ORDAINED, by the County Board of Peoria County, that the Special Use in Case No. ZBA-2021-000045 is hereby approved.

NOTICE: Approval of this Special Use does not constitute approval of wells nor septic systems for the property required by the Peoria City/County Health Department.

RESPECTFULLY SUBMITTED,
LAND USE COMMITTEE
Legal Description of the Property

Situate in the County of PEORIA, and State of Illinois, to-wit:

Parcel Number 06-11-200-004 (161.80 acres)

The North Half (N 1/2) of the Southeast Quarter (SE 1/4) of Section 11, and the W 1/2 of the NE 1/4 of Section 11, Township 10 North, Range 5 East of the Fourth Principal Meridian, situated in PEORIA COUNTY, ILLINOIS.
### Agenda Briefing

**Committee:** Land Use  
**Meeting Date:** January 13, 2022  
**Line Item:** N/A  
**Amount:** N/A

**Issue:** Case #ZBA-2021-000048. A Map Amendment to zone parcels of approximately 53.24 acres and 36.19 acres, totaling two parcels of approximately 89.43 acres, to “A-2” Agriculture. The proposed Map Amendment will correct the error resulting from the subject parcels not currently having a zoning classification.

**Background/Discussion:** This case is in District #13, which is County Board member Jim Fennell’s district. The petitioner, Peoria County, requests a Map Amendment to correct the error resulting from the two parcels of approximately 89.43 acres not currently having a zoning classification and zone the subject parcels to “A-2” Agricultural. The subject parcels are located on an island within the Illinois River, in the Northwest Quarter and Southwest Quarter of Section 28 in Chillicothe Township. There is 1 consent and 0 objections on file. The subject parcels are part of a larger island, within the Illinois River. To the north is an extension of the island, a contiguous parcel under the jurisdiction of the City of Chillicothe. East of the subject parcels is the Peoria County border with Woodford County. South and west of the subject parcels is the Illinois River. The subject parcels span nearly 1.25 miles from north to south. The area adjacent to the parcels across the Illinois River to the west is within the jurisdiction of the City of Chillicothe and used for residential and recreational land uses, including public parks, boat ramps, and boat slips. Approximately 1 mile north, extending to the Marshall County boundary, are a series of similar islands within the Illinois River. The parcels making up those islands contain an "A-2" Agriculture Zoning classification. The parcels to the north are primarily made up of similar land uses, which include environmental corridors and recreational uses. According to an Order from the Circuit Court of the Eleventh Judicial Circuit, filed in the Circuit Court of Woodford County on February 11, 1981, the County of Peoria has received real estate taxes on the subject parcels since at least 1971. Review of historical documents available to the Department of Planning & Zoning indicate that no zoning classification has ever been assigned. The reviewed documents include the 1974 Sidwell zoning overlay, 1986 Sidwell zoning overlay, 1996 Countywide Map Amendment documents, and 2004 Peoria County GIS Application creation documents. The subject parcels are undeveloped and do not have a well or septic system. At the time of the report, there was no comment from the Peoria City/County Health Department. The subject parcels are part of an island within the Illinois River which are inaccessible by land. The proposed Map Amendment will have no impact on transportation. The County Highway Department has no objections. The subject parcels have no designation on the 2009 Peoria County Comprehensive Land Use Plan Future Land Use Form Map. Additionally, the parcels were not included in the 1992 Peoria County Comprehensive Land Use Plan or Chillicothe-River Small Area Plan. Based on the “Floodway” designation, these parcels are most similar to the environmental corridor land use form. The “A-2” Agricultural Zoning classification is appropriate for an environmentally sensitive area within the Illinois River and will protect and maintain the open space and natural features of the parcels. The subject parcels are immediately adjacent to the City of Chillicothe. At the time of the report, there was no comment from the City of Chillicothe. The City of Chillicothe Comprehensive Plan 2014 Update does not include this area in its future land use plan.

**County Board Goals:**

**Healthy Vibrant Communities**

**Staff Recommendation:** Approval  
**ZBA Recommendation:** Pending Approval  
**Committee Action:** Pending Approval

**Prepared By:** Andrew Braun, Assistant Director  
**Department:** Planning & Zoning  
**Date:** January 13, 2022
REPORT TO THE ZONING BOARD OF APPEALS FOR THE DECEMBER 9, 2021 PUBLIC HEARING

**DATE:** November 30, 2021

**CASE/PETITIONER:** ZBA-2021-000048 Peoria County / 324 Main St Room 301, Peoria, IL 61602 (owner, Richard E Hamm, PO Box 405, Rome, IL 61562) (owner, Chillicothe Island Duck Club, 512 S Harvard, Addison, IL 60101)

**REQUEST:** A Map Amendment to zone parcels of approximately 53.24 acres and 36.19 acres, totaling two parcels of approximately 89.43 acres, to “A-2” Agriculture.

**LOCATION:** 1) NW 1/4, Section 28, Chillicothe Township / Parcel ID# 05-28-176-001 2) SW 1/4, Section 28, Chillicothe Township / Parcel ID# 05-28-300-001

**LAND USE FORM:** None

**CURRENT ZONING:** None

**PRESENT USE:** Environmental Corridor / Recreational

**SIZE OF SITE:** 1) 53.24 acres 2) 36.19 acres

**SURROUNDING ZONING:** North and West: City of Chillicothe  East: Woodford County  South: Illinois River

**SURROUNDING LAND USES:** North: Environmental Corridor / Recreational  East and South: Illinois River  West: Residential / Recreational / Illinois River

**PUBLIC SERVICES:** Fire: Chillicothe Fire District  Water: None  Schools: IVC CUSD #321  Sewer: None

**TRANSPORTATION:** N/A

**PERTINENT ZONING CASES ON SITE:** None

**PERTINENT ZONING CASES IN SURROUNDING AREA:** None

**PLANNING AND ZONING DEPARTMENT RECOMMENDATION:** APPROVAL
CASE ANALYSIS

REQUEST AND LOCATION: The petitioner, Peoria County, requests a Map Amendment to zone parcels of approximately 53.24 acres and 36.19 acres, totaling two parcels of approximately 89.43 acres, to “A-2” Agriculture. Each of the subject parcels consists of environmental corridor and recreational ground, and both are currently undeveloped. The proposed Map Amendment will correct the error resulting from the subject parcels not currently having a zoning classification. The subject parcels are located on an island within the Illinois River, in the Northwest Quarter and Southwest Quarter of Section 28 in Chillicothe Township.

PERTINENT ZONING CASES ONSITE: None

PERTINENT ZONING CASES IN SURROUNDING AREA: None

SURROUNDING ZONING AND LAND USE: The subject parcels consist of a 53.24 acre parcel (north) and a 36.19 acre parcel (south) located on an island within the Illinois River. No zoning classification has been assigned to either parcel. According to records obtained from the Peoria County Supervisor of Assessments, these properties consist of an island in the Illinois River that were added to the property record cards in January 1966.

The subject parcels are part of a larger island, within the Illinois River. To the north is an extension of the island, a contiguous parcel under the jurisdiction of the City of Chillicothe. East of the subject parcels is the Peoria County border with Woodford County. South and west of the subject parcels is the Illinois River. The subject parcels span nearly 1.25 miles from north to south. The area adjacent to the parcels across the Illinois River to the west is within the jurisdiction of the City of Chillicothe and used for residential and recreational land uses, including public parks, boat ramps, and boat slips.

According to an Order from the Circuit Court of the Eleventh Judicial Circuit, filed in the Circuit Court of Woodford County on February 11, 1981, the County of Peoria has received real estate taxes on the subject parcels since at least 1971. Review of historical documents available to the Department of Planning & Zoning indicate that no zoning classification has ever been assigned. The reviewed documents include the 1974 Sidwell zoning overlay, 1986 Sidwell zoning overlay, 1996 Countywide Map Amendment documents, and 2004 Peoria County GIS Application creation documents. Additionally, the subject parcels where not included in the 1992 Comprehensive Land Use Plan, 1992 Chillicothe-River Small Area Plan, or the 2009 Comprehensive Land Use Plan.

Approximately 1 mile north, extending to the Marshall County boundary, are a series of similar islands within the Illinois River. The parcels making up those islands contain an “A-2” Agriculture Zoning classification. The parcels to the north are primarily made up of similar land uses, which include environmental corridors and recreational uses.

TECHNICAL ADEQUACY: The subject parcels do not currently have a zoning classification. The proposed Map Amendment would add the “A-2” Agricultural zoning classification to each parcel. The purpose of the “A-2” Agricultural District is discussed in Section 4.4 of the Unified Development Ordinance. Section 4.4.1. states the A-2 Agricultural District is established to protect and maintain the agricultural economy and the open space and natural features of rural areas of the County. The parcels are undeveloped and utilized for recreational purposes, which is consistent with the purposes identified for the A-2 Zoning District in the UDO.

The subject parcels are located with the Illinois River and have been designated as “Floodway” per the National Flood Insurance Program’s Flood Boundary and Floodway Map (Community-Panel Number 170533 0075, Effective 6/1-1983). Section 11.1 of the UDO defines the Floodway as, “the channel and the adjacent land areas that must be reserved in order to discharge the regulatory base flood”. Floodplain Regulations are discussed in Section 7.14 of the UDO. Section 7.14.6 Regulatory Floodway states that there shall be no development in the...
designated regulatory floodway unless a variance is approved pursuant to Section 7.14.10, Variances. If a variance is approved, the development shall also comply with Sections 7.14.5, Occupation and Use of Flood Fringe Areas, and 7.14.7, Permitting Requirements Applicable to Flood Fringe Areas, of this chapter, and the term "floodplain" shall then be read as the "designated regulatory floodway" in those sections. The floodway designation and regulations are consistent with the purposes identified for the A-2 Zoning District in the UDO of maintaining the open space and natural features of rural areas of the County.

**ENVIRONMENTAL IMPACTS:** The subject parcels are undeveloped and do not have a well or septic system. At the time of the report, there was no comment from the Peoria City/County Health Department.

**TRANSPORTATION IMPACTS:** The subject parcels are part of an island within the Illinois River which are inaccessible by land. The proposed Map Amendment will have no impact on transportation. The County Highway Department has no objections.

**LAND USE FORM:** The subject parcels have no designation on the 2009 Peoria County Comprehensive Land Use Plan Future Land Use Form Map. The parcels were not included in the 1992 Peoria County Comprehensive Land Use Plan or Chillicothe-River Small Area Plan. Based on the “Floodway” designation, these parcels are most similar to the environmental corridor land use form.

The Peoria County Comprehensive Plan identifies Environmental Stewardship as one of three themes. The “A-2” Agricultural Zoning classification is appropriate for an environmentally sensitive area within the Illinois River. The responsible use of the natural environmental is important to sustain the health and safety of the Illinois River. The “A-2” Zoning designation will protect and maintain the open space and natural features of the parcels.

The subject parcels are immediately adjacent to the City of Chillicothe. At the time of the report, there was no comment from the City of Chillicothe. The City of Chillicothe Comprehensive Plan 2014 Update does not include this area in its future land use plan.

**C O N C L U S I O N S**

**CONSISTENCY WITH THE GENERAL AREA (EXISTING USES, ZONING, AND NEED):** The subject parcels are part of a larger island within the Illinois River. To the north is an extension of the island, a contiguous parcel under the jurisdiction of the City of Chillicothe. East of the subject parcels is the Peoria County border with Woodford County. South and west of the subject parcels is the Illinois River. The subject parcels span nearly 1.25 miles from north to south. The area adjacent to the parcels across the Illinois River to the west is within the jurisdiction of the City of Chillicothe and used for residential and recreational land uses, including public parks, boat ramps, and boat slips. Approximately 1 mile north, extending to the Marshall County boundary, are a series of similar islands within the Illinois River. The parcels making up those islands contain an “A-2” Agriculture Zoning classification. The subject parcels to north are primarily made up of similar land uses, which include environmental corridors and recreational uses. The parcels are undeveloped and utilized for recreational purposes, which is consistent with the purposes identified for the A-2 Zoning District in the UDO.

**CONFORMANCE OF THE SUBJECT PROPERTY (PROPERTY VALUE, SUITABILITY, VACANCY):** Review of historical documents available to the Department of Planning & Zoning indicates that no zoning classification has ever been assigned. The proposed Map Amendment will correct the error resulting from the subject parcels not currently having a zoning classification. The reviewed documents include the 1974 Sidwell zoning overlay, 1986 Sidwell zoning overlay, 1996 Countywide Map Amendment documents, and 2004 Peoria County GIS Application creation documents. Additionally, the subject parcels were not included in the 1992 Comprehensive Land Use Plan, 1992 Chillicothe-River Small Area Plan, or the 2009 Comprehensive Land Use Plan. The purpose of the “A-2” Agricultural District is discussed in Section 4.4 of the Unified Development Ordinance. Section 4.4.1.
states the A-2 Agricultural District is established to protect and maintain the agricultural economy and the open space and natural features of rural areas of the County. The parcels are undeveloped and utilized for recreational purposes, which is consistent with the purposes identified for the A-2 Zoning District in the UDO.

**IMPACT ON THE PUBLIC (WELFARE AND RELATIVE GAIN):** The floodway designation and regulations are consistent with the purposes identified for the A-2 Zoning District in the UDO of maintaining the open space and natural features of rural areas of the County.

**CONSISTENCY WITH ADOPTED COUNTY PLAN:** The subject parcels have no designation on the 2009 Peoria County Comprehensive Land Use Plan Future Land Use Form Map. The parcels were not included in the 1992 Peoria County Comprehensive Land Use Plan or Chillicothe-River Small Area Plan. Based on the “Floodway” designation, these parcels are most similar to the environmental corridor land use form. The Peoria County Comprehensive Plan identifies Environmental Stewardship as one of three themes. The “A-2” Agricultural Zoning classification is appropriate for an environmentally sensitive area within the Illinois River. The responsible use of the natural environmental is important in sustaining the health and safety of the Illinois River. The “A-2” Zoning designation will protect and maintain the open space and natural features of the parcels. The subject parcels are immediately adjacent to the City of Chillicothe. The City of Chillicothe Comprehensive Plan 2014 Update does not include this area in its future land use plan.
RECOMMENDATION

Based on the above information, the Department recommends APPROVAL.

Respectfully submitted,

Andrew Braun
Assistant Director

Kathi Urban
Director
TO THE HONORABLE COUNTY BOARD
COUNTY OF PEORIA, ILLINOIS

Your Land Use Committee does hereby recommend passage of the following Ordinance:

RE: Approval of Map Amendment, Petition of Peoria County

ORDINANCE

WHEREAS, the County of Peoria has enacted a Unified Development Ordinance, Chapter 20 of the Peoria County Code; and

WHEREAS, said ordinance does not contain a zoning classification for the subject parcels; and

WHEREAS, the petitioner requested this property be zoned as “A-2” Agriculture in order to correct the error resulting from the subject parcels not currently having a zoning classification; and

WHEREAS, a hearing on said Map Amendment was held before the Zoning Board of Appeals (ZBA) on January 13, 2022 in Case No. ZBA-2021-000048; a copy of the deliberation minutes of said hearing and a legal description of the subject property are attached; and

WHEREAS, the ZBA deliberated its decision on January 13, 2022 and voted to recommend approval of the Map Amendment; a copy of the ZBA’s findings of fact is attached; and

WHEREAS, your Committee met on January 13, 2022 to consider the ZBA’s recommendation and voted to accept the ZBA’s recommendation of approval of the Map Amendment.

NOW THEREFORE BE IT ORDAINED, by the County Board of Peoria County, that the Map Amendment in Case No. ZBA-2021-000048 is hereby approved.

RESPECTFULLY SUBMITTED,
LAND USE COMMITTEE
Legal Description

All land lying between the main, or Westerly, channel, and the subsidiary, or Easterly, channel of the Illinois River in part of the Northwest Quarter of Section 28 and in part of the Northeast Quarter of Section 28; all in Township 11 North, Range 9 East of the Fourth Principal Meridian, all situate, lying and being in the County of Peoria and State of Illinois. (Chillicothe Township 05-28-176-001)

The South end of the island in the Illinois River, being a part of the Fractional Southwest Quarter of Section 28 and that part of the Southeast Quarter of Section 29, and that part of Northeast Quarter of Section 32, and the Northwest Quarter of Section 33 lying East of the main branch of the Illinois River; all being in Township 11 North, Range 9 East of the Fourth Principal Meridian, situate, lying and being in the County of Peoria and State of Illinois. (Chillicothe Township 05-28-300-001)
BACKGROUND/DISCUSSION:

The current voting system is at the end of its useful life and needs replacement to maintain secure, transparent, accurate and assessable elections. Recognizing this issue, the Peoria County Election Commission issued a Request for Proposal for a new voting system on August 13 and received two responses on September 13.

A bi-partisan evaluation committee made up of members of the Board of Election Commissioners, Members of the Peoria County Board, a representative of the County IT Department and Election Commission staff evaluated the responses to the RFP’s, vendor presentations, held on October 27 and October 29, references and an accessibility evaluation done Advocates for Access. The evaluation committee unanimously selected Hart InterCivic. The Peoria County Board of Election Commissioners approved the selection of the new voting system at their November 9, 2021 Board meeting.

The new voting system will necessitate an upgrade to the existing electronic pollbooks to allow for ballot printing on demand in the polling place on election day. The Board of Election Commissioners approved the upgrade of the existing electronic pollbooks with VR Systems including new hardware and software upgrades at their December 14, 2021 Board meeting.

The Peoria County Board of Election Commissioners is asking for a budget amendment to the Peoria County Election Commission’s 2022 budget for purchase of the new voting system and upgrades to the existing electronic pollbooks.

Budget Amendment: New Voting System 062-4-062-7-738-55112 $918,104.00
Upgrade to ePollbooks 062-4-062-7-738-55112 $326,734.00
Total $1,244,838.00

COUNTY BOARD GOALS:

Effective Service Delivery

STAFF RECOMMENDATION: Approval

COMMITTEE ACTION:

Approved 1/3/22 (7-0 votes) by Ways and Means Committee
Approved 1/4/22 (14-0 votes) by Finance Audit and Legislative Affairs Committee (Ms. Daley absent)

PREPARED BY: Thomas Bride

DEPARTMENT: Election Commission
DATE: December 17, 2021
TO THE HONORABLE COUNTY BOARD

COUNTY OF PEORIA, ILLINOIS

Your Ways and Means Committee and Your Finance, Audit, and Legislative Affairs Committee do hereby recommend passage of the following Resolution:

RE: Budget Amendments for Election Commission

RESOLUTION

WHEREAS, As the current voting system is at the end of its useful life and requires replacement to maintain secure, transparent, accurate and assessable elections in Peoria County; and

WHEREAS, The Peoria County Board of Election Commissioners issued a Request for Proposal for a new voting system and selected the Hart InterCivic Verity system; and

WHEREAS, On November 9, 2021 the Peoria County Election Commission (PCEC) selected Hart InterCivic’s proposal for a new voting system after the unanimous recommendation from the Voting System Evaluation Committee; and

WHEREAS, On December 14, 2021 the Peoria County Board of Election Commissioners approved upgrades to the existing pollbooks with VR Systems to allow for ballot printing on demand in the polling place; and

WHEREAS, The new voting system necessitates upgrades to the existing VR Systems electronic pollbooks for integration and ballot printing on demand on election day; and

NOW THEREFORE BE IT RESOLVED, by the County Board of Peoria County, that a total of $1,244,838 will be budgeted in line item 062-4-062-7-738-55112.

RESPECTFULLY SUBMITTED,

WAYS AND MEANS COMMITTEE
FINANCE AUDIT AND LEGISLATIVE AFFAIRS COMMITTEE
AGENDA BRIEFING

COMMITTEE: County Health Committee  
MEETING DATE: January 4, 2022

ISSUE: For RESOLUTION: Renovate or Replace Health Department Policy Decision

BACKGROUND:
At the Committee’s November 30, 2021 meeting, the design team and staff presented the Existing Facilities Assessment for the City/County Health Department, the Gift Avenue Complex, the Regional Office of Education, and the County Election Commission. The purpose of this assessment was multifaceted, including:

1. Current Services: Cataloging and Evaluating as to whether a service is mandated, essential, or value added. This also included an evaluation of what services have overlaps and gaps between the departments being evaluated for the project.
2. Needs Assessment: Using the current services, an assessment of the current facilities against what should be needed, at a minimum, to deliver services.
3. Building Assessment: Review of current structural and mechanical systems of each of the existing facilities. This also included a code compliance evaluation, safety and security hinderances, capacity and configuration compromises, and inadequate current building conditions – a facility’s “Deficiencies.” As noted in the report, there are several deficiencies that make renovation structurally very difficult, operationally challenging, and in some cases cost prohibitive when compared to new construction.
4. Construction Cost Summary: Based on the design team’s analysis of the existing facilities, new construction of a campus achieving co-location is estimated to be 1-2% less than renovating the existing health department structure plus adding building footprint at the health department to achieve co-location.

This phase of the project did not evaluate the following:
- Client / customer demographics
- Expansion or contraction of service area space programs based on campus only, mobile only, or hybrid delivery model.
- Current or alternative locations

All three of these evaluations are included in the next phase of the discovery process.

COUNTY BOARD GOALS:

STAFF RECOMMENDATION:
Staff recommends the County Board adopt a statement of policy that given the factors noted above, the proper course of action is to proceed with replacing the existing City/County Health Department and Gift Avenue Complex buildings with new construction that consolidates the operations of the City/County Health Department, the Sustainability and Recycling Conservation Department, the County Coroner and morgue, and the Office of the Reginal Superintendent of Schools into a single Health and Human Service campus (with location to be determined by future action of the County Board).

COMMITTEE ACTION:
Approved 1/4/22 (10-0 votes) Ms. Pastucha and Mr. Salzer voted aye via teleconference; Ms. Daley absent

PREPARED BY: Scott A. Sorrel, County Administrator and Monica S. Hendrickson
DEPARTMENT: County Administration / Health Department  
DATE: December 17, 2021
General Project Work Flow - Discovery Phase

We Are Here

County Board
Award Contracts to Design Team

Mgmt Team

Architect

Construction Manager

Co.Hlth Comm. Gate Checking Mtgs.
Co.Hlth Comm. Report Delivery
Renovate/Replace Decision
Location Decision

Mandated / Discretionary Service Data Collect
Client Demographic & Geographic Data Collect
Define Service Levels
Renovate v Replace Analysis

Analyze & Report Out
Analyze & Report Out
Analyze & Report Out
Renovate v Replace Analysis & Recommendation

Analyze & Report Out
Analyze & Report Out
Analyze & Report Out
Renovate v Replace Analysis & Recommendation

Location Analysis
Location Analysis & Recommendation
Location Analysis & Recommendation
Location Analysis & Recommendation

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PURPOSE OF DOCUMENT

Farnsworth Group as the design team and River City Construction as the Construction Manager, with the assistance of the Peoria County Board Client Representatives have prepared this document to assist the Peoria County Board in determining if the existing Health Department building or Existing Coroner’s office should be renovated or if these services should be provided in a new building.

Data collected and demonstrated throughout this document are the following:

- The purpose of County organizations and definition of the services provided by each
- The current overall program of spaces for County organizations for comparison purposes
- The established programming space needs for County organizations including future growth (10 years)
- Identify space requirements for collaboration with Internal and External Partners
- Assessment of the existing building defining deficiencies and associated costs to determine feasibility of renovation to meet the programming (future) needs.

Data in this packet has been established based on existing drawings, existing program requirements, and interviews with employees.

It is the goal of this document to present information and provide a recommendation to the County Board so a decision can be made: To continue to occupy the existing building through renovations or look for alternatives for a new facility.
Farnsworth group and River City studied the existing facilities: How they are used now, their existing condition, structure, and building systems. Farnsworth met with the staff at the Health Department, the Coroner, the Election Commission Office, and the Regional Office of Education to develop a program of needs for each facility.

The following summarizes the assessment for each building as it relates to the challenges of renovation with regard to the programming needs of each organization.

**Peoria County/City Health Department Challenges for Renovation:**
- The current Health Department Building is undersized for the programming needs.
- Major renovation will cause a number of code compliance issues that will be difficult and expensive to meet: ADA Accessibility, Energy Efficiency, Ventilation, and Sprinkler System.
- Reuse of the existing building would require several construction phases, increasing cost and timeline and would be extremely disruptive to current operations.
- Renovation costs will be exacerbated by asbestos abatement in an operational facility.
- Constraints due to the structure and construction of the facility compromise the capacity, efficient use and arrangement, and connectivity within the space.
- The building currently has multiple independent mechanical systems and is not designed for distribution of a larger more efficient system.

**Peoria County Coroner Office Challenges for Renovation:**
- Phasing of construction is not feasible. Renovating the facility would require that an alternative location be found for autopsies, as the morgue must remain operational during construction.
- Major renovation will cause a number of code compliance issues that will be difficult and expensive to meet: Energy Efficiency, Ventilation, and Sprinkler System.
- An enclosed sally port is highly recommended for safety and security.
- Current cooler capacity is inefficient and has limited space in which it needs to double in size.
- The arrangement of the current space and the structure make this facility impossible to accommodate the departments needs.
- The original design of the building as a juvenile detention center creates a windowless interior with the cells at the perimeter resulting in unprogrammable excess space.
- The placement of the autopsy suite directly off the main lobby creates an environment where public in lobby can hear tools being used and cannot be avoided by clinical staff.
- The building is not designed for negative air pressure and when decomposed remains are present odors permeate the entire facility.
Construction Costs Summary:
Budgetary construction costs have been estimated based on our analysis of the existing facilities and historical cost data for new construction of similar size and scope. Our conclusion is that the cost difference to build a new state-of-the-art energy efficient facility specifically designed to function for the Health Departments needs would be approximately 1%-2% less than renovating the existing facility and adding the additional space required to consolidate services. Additionally, there are several unknown costs associated with the renovating the existing facilities that may add additional costs such as abatement, construction phasing, building envelope modifications, temporary facilities, etc. Due to the state of the existing facilities and the costs to renovate them to current building standards, our recommendation is that new construction is a more cost effective and long-term solution.

EXISTING FACILITY ASSESSMENT - RECOMMENDATION

Peoria County/City Health Department Recommendation:
We recommend not renovating the existing Peoria County/ City Health Department and encourage the County Board to review alternative facility options.

Peoria County Coroner Office Recommendation:
We recommend not renovating the existing Peoria County Coroner Office and encourage the County Board to review alternative facility options.

Regional Office of Education Recommendation:
After visiting with the ROE and establishing their programming needs, it has been determined the offices and preschool will likely co-locate with the Health Department. The Regional Learning Center will remain in its current location and renovations are not needed at this time.

Election Commission Recommendation:
After visiting the Election Commission and review of their programming needs, it has been determined it will remain in its current location and renovations are not needed at this time.
PEORIA COUNTY/CITY HEALTH DEPARTMENT

MISSION
We partner to build and improve community health and well-being through prevention, promotion, and protection.

VISION
To be a trusted leader in a healthy, thriving community.

VALUES

TRUST: We expect that everyone believes in the organization’s vision and performs in the best interest of the client, the community, and the department.

MUTUAL RESPECT: We believe that everyone should be treated with dignity and courtesy.

COMMITMENT: We are dedicated to fulfilling our vision while embracing the challenges of the future to assure the public’s health.

TEAMWORK: We believe that people working together toward a common goal can achieve results exceeding those which individuals can achieve independently.

LEARNING: We believe that learning is fundamental to our individual and organizational growth and success.

OPEN COMMUNICATION: We believe that the timely sharing of information is essential to the understanding of our vision and goals.

COLLABORATIVE PARTNERSHIP: We believe that partnering with other providers is essential to enhancing the public’s health.
PEORIA COUNTY CORONER’S OFFICE

MISSION
The Peoria County Coroner’s Office exists to serve the Peoria County community by providing judicious Medico-Legal death investigations in a skilled and considerate manner, while providing an unwavering level of compassion, dignity and respect for the deceased and their families.

PURPOSE
The Coroner’s office is a law enforcement agency that investigates the manner and cause of deaths that occur in the county. In Illinois, the statutes governing the office are mainly found in the Illinois Compiled Statutes, Chapter 55.

ROLE
The Peoria County Coroner’s Office investigates all deaths occurring in Peoria County. The Coroner’s Creed and the Coroner’s Act establishes questions that must be answered to fulfill the requirements of these investigations. These questions are: who, how, where, when, and why, i.e. what are the facts concerning the decedents death? Based on investigation of the decedents’ death, the findings of the autopsy and/or toxicology results, the cause and manner of death are usually determined. We seek to provide advocacy for families and justice for the deceased; our goal is to do these tasks in the most efficient manner possible.
PEORIA COUNTY REGIONAL OFFICE OF EDUCATION

MISSION

The Peoria Regional Office of Education serves students, educators, and communities.

VISION

Empowered Students/Learners, Empowered Educators/Leaders, Empowered Communities/Lives

VALUES

Compassion. Integrity. Excellence.

PEORIA COUNTY ELECTION COMMISSION

MISSION

The mission of the Peoria County Election Commission is to conduct accurate, secure, fair and accessible local, state and federal elections with the highest level of professionalism and integrity in a manner that fosters public trust and confidence in the democratic process.
MANDATED SERVICES
In order to fulfill the requirements for a Local Health Department as outlined in the Illinois Administrative Code, the following programs are required to be provided:

ADMINISTRATION
Certified Public Health Administrator
Strategic Planning
Compliance
Finance/Building and Grounds
Human Resources

VITAL RECORDS
Birth Certificates/Registration
Death Certificates/Registration

COMMUNITY HEALTH POLICY & PLANNING
CHNA/CHIP (Partnership)

ENVIRONMENTAL HEALTH
Food Safety
On-site Wastewater
Potable Water
Non-community Water

EPIDEMIOLOGY / CLINICAL SERVICES
Disease Investigation
Outbreak Investigation

ESSENTIAL SERVICES
Typically grant funded programs which require the services be provided once payment is received. If these services were not fulfilled, they would not be provided to the residents of the county otherwise.

ADMINISTRATION
Billing

VITAL RECORDS
Birth Certificates Issuance
Death Certificates Issuance

COMMUNITY HEALTH POLICY & PLANNING
Public Information
IL Tobacco Free Communities

CHILD AND FAMILY HEALTH
WIC
Breast Feeding Peer Counsel
Farmers’ Market
Lead Screening

TB Case Management
STD Partner Services
HIV Surveillance

EMERGENCY MANAGEMENT & PREPAREDNESS
EOP
24 hour notification
Info Sharing
Mass Dispensing
Mutual Aid
ORGANIZATION SERVICES

ESSENTIAL SERVICES CONT.

DENTAL
Children and Adult Dental Services
Oral Health Developmentally Challenge
Sealant Program

ENVIRONMENTAL HEALTH
Environmental Lead
West Nile Virus
Summer Food
HUD

EPIDEMIOLOGY / CLINICAL SERVICES
Childhood Vaccine - Vaccines for Children (VFC)
Adult Vaccine - Medicaid
Lead Nurse Case Management
STD Testing
TB Skin Testing

EMERGENCY MANAGEMENT AND PREPAREDNESS
Coalition Building
Training
Exercise

VALUE ADDED SERVICES
Services provided by the Health Department as an elective due to extension of existing services.

ADMINISTRATION
Accreditation

COMMUNITY HEALTH POLICY & PLANNING
Coord./Collaborate
IL SPAN Grant
Building Healthy Communities
Outreach/Education

DENTAL
Oral Health Care for HIV

EPIDEMIOLOGY / CLINICAL SERVICES
Childhood Vaccine - Private Pay
HIV Surveillance
Adult Vaccine - Private Pay
Foreign Travel Vaccines
Medication Assisted Treatment
Heartland Health Services

FUTURE GROWTH SERVICES
Behavior Health
Adult Dental
Specialty Care
Environmental Health Training
EMA
Residency Program Partnership
MANDATED SERVICES
In order to fulfill the requirements for a Local Coroner’s Office as outlined in the Illinois Administrative Code, the following programs are required to be provided:

- Autopsy
- Toxicology
- Response to calls - quality indicator set to 30 minutes
- Death Certificate publication to funeral homes
- Death Investigation
- Proper disposal of deceased (unclaimed persons)
- Cremation permits
- Exhumation sign-off

ESSENTIAL SERVICES
Typically grant funded programs which require the services be provided once payment is received. If these services were not fulfilled, they would not be provided to the residents of the county otherwise.

- Fatality Review Team

VALUE ADDED SERVICES
Services provided by the Coroner as an elective due to extension of existing services.

- Body Donation facilitation
- External Partner Autopsy’s (12 counties)
- Community Education - facility tours
- Harm Reduction
- Suicide Prevention
- Crime Prevention
- Evidence Storage
ORGANIZATION SERVICES

PEORIA COUNTY
REGIONAL OFFICE OF EDUCATION

MANDATED SERVICES
In order to fulfill the requirements for a Regional Office of Education as outlined in the Illinois Administrative Code, the following programs are required to be provided:

- Education for Employment Cooperative
- Building Inspections
- Hospital Student Tutoring
- Truancy -Project T.A.R.G.E.T.
- Education Certification
- Bus Drive Training
- GED - IL High School Equivalency Testing
- Criminal Background Checks
- Employment Certificates for Minors
- Compliance Visits
- McKinney-Vento Homeless
- Preschool for All
- Alternative High School
- Adult Literacy Program
- Adult Education Performance
- Monitoring of Public, Non-Public and Home schools within the county

PEORIA COUNTY ELECTION
COMMISSION

MANDATED SERVICES
In order to fulfill the requirements for the Election Commission, the following services are required to be provided:

- Conduct accurate, secure, fair and accessible local, state and federal elections

EXISTING FACILITY ASSESSMENT
**PROGRAMMING**

### PEORIA COUNTY/ CITY HEALTH DEPARTMENT (PCCHD)

<table>
<thead>
<tr>
<th>Space Type</th>
<th>Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Common Space</td>
<td>7600 sqft</td>
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<tr>
<td>Non-Clinical</td>
<td></td>
</tr>
<tr>
<td>Recycling</td>
<td>675 sqft</td>
</tr>
<tr>
<td>Environmental Health</td>
<td>4,430 sqft</td>
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<tr>
<td>Finance and Administration</td>
<td>1,800 sqft</td>
</tr>
<tr>
<td>Emergency Preparedness</td>
<td>550 sqft</td>
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<tr>
<td>Clinical</td>
<td></td>
</tr>
<tr>
<td>WIC</td>
<td>4,550 sqft</td>
</tr>
<tr>
<td>Epidemiologist</td>
<td>800 sqft</td>
</tr>
<tr>
<td>Medical Clinic</td>
<td>6,050 sqft</td>
</tr>
<tr>
<td>Heartland</td>
<td>1,600 sqft</td>
</tr>
<tr>
<td>Dental</td>
<td>4,525 sqft</td>
</tr>
</tbody>
</table>

**Health Dept. Programmed Space Total:** 32,580 SQFT

### REGIONAL OFFICE OF EDUCATION (ROE)

<table>
<thead>
<tr>
<th>Space Type</th>
<th>Square Feet</th>
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<tbody>
<tr>
<td>General Common Space</td>
<td>3,525 sqft</td>
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<tr>
<td>Main Office</td>
<td>700 sqft</td>
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<tr>
<td>Student Services</td>
<td>450 sqft</td>
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<tr>
<td>Professional Learning Team</td>
<td>300 sqft</td>
</tr>
<tr>
<td>Testing Center</td>
<td>500 sqft</td>
</tr>
</tbody>
</table>

**ROE Office Programmed Space Total:** 5,475 SQFT

**Preschool for All Programmed Space Total:** 1,575 SQFT

**Peoria Regional Learning Center Total:** 5,550 SQFT

### Comparison to Existing (PCCHD)

<table>
<thead>
<tr>
<th>Space Type</th>
<th>Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mech/Plumbing</td>
<td>1,400 SQFT</td>
</tr>
<tr>
<td>Circulation</td>
<td>7,500 SQFT</td>
</tr>
<tr>
<td>Usable</td>
<td>29,900 SQFT</td>
</tr>
<tr>
<td>Unusable</td>
<td>600 SQFT</td>
</tr>
<tr>
<td>Total Facility Area</td>
<td>39,400 SQFT</td>
</tr>
</tbody>
</table>
ELECTION COMMISSION OFFICE

Election Commission Programmed Space Total: 4,700 SQFT

CORONER OFFICE

Office: 3,625 sqft
Morgue: 2,450 sqft

Coroner's Office Programmed Space Total: 7,650 SQFT

Comparison to Existing (Coroner)
 Mech/Plumbing: 500 SQFT
 Circulation: 1,500 SQFT
 Usable: 8,100 SQFT
 Unusable: 1,550 SQFT
 Total Facility Area: 11,650 SQFT

CO-LOCATION

Health Dept. Programmed Space Total: 32,580 SQFT
ROE Office Programmed Space Total: 5,475 SQFT
Preschool for All Programmed Space Total: 1,575 SQFT
Regional Learning Center*: 5,550 SQFT
Election Commission*: 4,700 SQFT
Coroner’s Office Programmed Space Total: 7,650 SQFT

Total Needed Programmed Space: 47,280 SQFT
Probable Building Square Footage Need: 60,950 SQFT
(Including Circulation, Mechanical, Construction Factor)

*It has been determined that these organizations will not be co-located but remain at their existing facility.
LOCATION OVERVIEW

Peoria County/City Health Department

2126 N. SHERIDAN ROAD
Peoria County Coroner’s Office

501 E. GIFT AVENUE
506 E. SENECA PLACE
PCCHD Existing Lower Level Floor Plan

LEGEND
- USABLE SPACE
- MECH/PLUMBING SPACES - COST PROHIBITIVE TO RELOCATE
- CIRCULATION
- NON-USABLE
- EXTERIOR BOUNDARY - TO REMAIN
- INTERIOR WALLS - MASONRY OR LOAD BEARING - INFEASIBLE TO DEMOLISH WITHOUT MAJOR COSTS
- PERIMETER WALLS AND UNEXCAVATED AREA - STRUCTURALLY INFEASIBLE TO REMOVE AND RE-SUPPORT FLOOR ABOVE
PCCHD Existing First Floor Plan

LEGEND

- USABLE SPACE
- MECH/PLUMBING SPACES - COST PROHIBITIVE TO RELOCATE
- CIRCULATION
- NON-USABLE
- EXTERIOR BOUNDARY - TO REMAIN
- INTERIOR WALLS - MASONRY OR LOAD BEARING - INFEASIBLE TO DEMOLISH WITHOUT MAJOR COSTS
- PERIMETER WALLS AND UNEXCAVATED AREA - STRUCTURALLY INFEASIBLE TO REMOVE AND RE-SUPPORT FLOOR ABOVE
# AVAILABILITY AND CURRENT ALLOCATION

## PEORIA COUNTY/CITY HEALTH DEPARTMENT

### EXISTING PROGRAMMING SPACE ALLOCATION

<table>
<thead>
<tr>
<th>Category</th>
<th>Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Common Space*</td>
<td>7,230 sqft</td>
</tr>
<tr>
<td>Non-Clinical</td>
<td></td>
</tr>
<tr>
<td>Recycling:</td>
<td>1,110 sqft</td>
</tr>
<tr>
<td>Environmental Health:</td>
<td>5,865 sqft</td>
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<tr>
<td>Finance and Administration:</td>
<td>3,460 sqft</td>
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<tr>
<td>Emergency Preparedness:</td>
<td>200 sqft</td>
</tr>
<tr>
<td>Clinical</td>
<td></td>
</tr>
<tr>
<td>WIC:</td>
<td>5,960 sqft</td>
</tr>
<tr>
<td>Epidemiologist:</td>
<td>300 sqft</td>
</tr>
<tr>
<td>Medical Clinic/Heartland:</td>
<td>2,770 sqft</td>
</tr>
<tr>
<td>Dental:</td>
<td>1,760 sqft</td>
</tr>
<tr>
<td><strong>TOTAL</strong>:</td>
<td><strong>28,655 SQFT</strong></td>
</tr>
</tbody>
</table>

*Includes all other common spaces not defined within a department (i.e. Break Room, Centralized Storage, Public Restrooms, etc.)*

### TOTAL EXISTING FACILITY AREA

<table>
<thead>
<tr>
<th>Category</th>
<th>Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mech/Plumbing:</td>
<td>1,400 SQFT</td>
</tr>
<tr>
<td>Circulation:</td>
<td>7,500 SQFT</td>
</tr>
<tr>
<td>Usable:</td>
<td>29,900 SQFT</td>
</tr>
<tr>
<td>Unusable:</td>
<td>600 SQFT</td>
</tr>
<tr>
<td><strong>Total Facility Area</strong>:</td>
<td><strong>39,400 SQFT</strong></td>
</tr>
</tbody>
</table>

### Comparison to Need(s)

- Health Dept. FUTURE Programmed Space Total: 32,580 SQFT
- Health Dept. FUTURE Building Space Total (includes ROE co-location): 60,950 SQFT
DEFICIENCIES

DEFICIENCIES - PCCHD

Code Non-Compliance

- Lack of ADA accessibility through-out building including, exam rooms, restrooms, and hallways
- Elevator access currently is cumbersome - no direct access
- Sprinkler system will be required to meet code
- Updated Fire Alarm will be required to meet code
- Energy code is not met based on existing conditions
- Ventilation requirements not met
- No negative pressure rooms for exams or lab space
- Inappropriate bio-waste storage
- Clean and Dirty occupy the same storage rooms
- Dental Clinic is not up to code and would be infeasible to complete the upgrades

Safety and Security Hindrances

- Multiple Entrances
- No delineation or secure separation between public and private spaces
- Lack of central lobby space – not perceived as welcoming
- Wayfinding is difficult therefore hard to navigate the building, therefore providing a poor visitor experience
- Electrical cord management with current layout is dangerous to children in the clinical areas
- Building security camera system is in poor condition

Capacity and Configuration Compromises

- Not enough space
- No room for growth or flexibility to accommodate change over time.
- Inefficient layout of spaces
- Exam rooms are not appropriately sized therefore unusable
- Dental Treatment rooms inappropriate arrangement and size – staff are congested with patients and the doctor alignment is inconvenient and inconsistent
- Dental X-Ray room is not accessible – the patient must be wheeled out of the room to switch sides for the X-Ray
- Appropriate adjacencies of departments are impossible due to space and structural constraints – See Load bearing and masonry walls diagrammed for reference
- Current intake is separate from each Clinic - no central intake
- Dental Clinic check-out is currently completed in the chair as there is no check-out area
**Inadequate Current Building Condition**

- Wifi connection is poor due to masonry wall construction, employees have internet access issues. Basement is especially bad.
- Water lines within Dental are buried in concrete and inaccessible for modifications
- Lack of temperature consistency – Radiant Heat HVAC system
- Not all systems are on a BAS system – manual operation required on some
- Breakroom is not used (not in a centralized location, lack of natural light, cumbersome to access) – many staff members eat their lunch in their car
- Existing mechanical equipment has aged to a point where repair costs are significant and parts unavailable.
- Load bearing walls make it difficult to expand or rearrange
Coroner’s Office Existing Floor Plan

LEGEND
- **USABLE SPACE**
- **MECH/PLUMBING SPACES - COST PROHIBITIVE TO RELOCATE**
- **CIRCULATION**
- **NON-USABLE**
- **EXTERIOR BOUNDARY - TO REMAIN**
- **INTERIOR WALLS - MASONRY OR LOAD BEARING - INFEASIBLE TO DEMOLISH WITHOUT MAJOR COSTS**
- **PERIMETER WALLS AND UNEXCAVATED AREA - STRUCTURALLY INFEASIBLE TO REMOVE AND RE-SUPPORT FLOOR ABOVE**
PEORIA COUNTY CORONER

EXISTING PROGRAMMING SPACE ALLOCATION

<table>
<thead>
<tr>
<th>Facility</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coroner's Office</td>
<td>8,500 sqft</td>
</tr>
<tr>
<td>Morgue</td>
<td>1,600 sqft</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>10,100 SQFT</strong></td>
</tr>
</tbody>
</table>

TOTAL EXISTING FACILITY AREA

<table>
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<tr>
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</tr>
<tr>
<td><strong>Total Facility Area</strong></td>
<td><strong>11,650 SQFT</strong></td>
</tr>
</tbody>
</table>

Comparison to Need(s)

- **Coroner’s Office FUTURE Programmed Space Total**: 7,650 SQFT
- **Coroner’s Office FUTURE Building Space Total**: 9,900 SQFT
DEFICIENCIES

DEFICIENCIES - Coroner Office

Code Non-Compliance
- The sprinkler system is nonoperational
- Energy code would need to be reconsidered if renovating
- Ventilation requirements are not currently met
  - Negative pressure cannot be feasibly achieved
  - Odors and Sound carry throughout building
- Improper drainage in Morgue

Safety and Security Hindrances
- Entrance into Morgue is directly adjacent to public Lobby
- Family viewing is part of the autopsy room, separated by only a curtain
- Events where public gather on the property appear dangerous
- Alarm panel is nonoperational
- Sally Port is not fully enclosed, open to the elements, open to public view, and not flat for easy transport
- Eye wash station is portable and not code compliant

Capacity and Configuration Compromises
- Cooler Capacity is inefficient and limited
  - Total of 9 currently with safety concerns for accessing bottom 3 and top 3 compartments.
- One shower on site is inefficient and nonoperational
- No available space for X-Ray room and adding lead lined walls is infeasible
- Renovation would require demolition of existing masonry walls

Inadequate Current Building Condition
- Leaking building with hose from roof to breakroom sink
- Clean and Dirty supplies are not properly separated
- Lack of natural light due to cells lining the exterior
- There is no gas on-site – building is currently electric heat
TO THE HONORABLE COUNTY BOARD

COUNTY OF PEORIA, ILLINOIS

Your County Health Committee does hereby recommend passage of the following Resolution.

Re: Renovate or Replace Peoria City/County Health Department and Gift Avenue Complex
Policy Decision

RESOLUTION

WHEREAS, the County Board has embarked on a process to either substantially renovate or replace the current facilities housing the Peoria City/County Health Department, the Sustainability and Recycling Services Department, the County Coroner’s Office and morgue, and the Children’s Advocacy Center of the States Attorney’s Office, and;

WHEREAS, the County Board through actions taken in 2021 has retained the services of Farnsworth Group and River City Construction (the design team) to conduct a multi-faceted assessment of these facilities to include the following components:

1. Current Services: Cataloging and Evaluating whether a service is mandated, essential, or value added. This also included an evaluation of what services have overlaps and gaps between the departments being evaluated for the project.

2. Needs Assessment: Using the current services, an assessment of the current facilities against what should be needed, at a minimum, to deliver services.

3. Building Assessment: Review of current structural and mechanical systems of each of the existing facilities. This also included a code compliance evaluation, safety and security hinderances, capacity and configuration compromises, and inadequate current building conditions – a facility’s “Deficiencies.” As noted in the report, there are several deficiencies that make renovation structurally very difficult, operationally challenging, and in some cases cost prohibitive when compared to new construction.

4. Construction Cost Summary: Based on the design team’s analysis of the existing facilities, new construction of a campus achieving co-location is estimated to be 1-2% less than renovating the existing health department structure plus adding building footprint at the health department to achieve co-location.

WHEREAS, the second critical policy decision in the process is to determine whether the facilities should be renovated or replaced using the assessment prepared by the design team, and;

WHEREAS, the design team has undertaken a multi-step process to evaluate the cost of renovating the existing facilities in order to deliver existing services more efficiently versus constructing a new facility using the same service program, and;

WHEREAS, the design team's analysis has led them to recommend replacement is in the best interests of the County from multiple vantage points including financial, partner collaboration, and service delivery, and;
WHEREAS, your Committee hereby recommends passage of this resolution as a statement of policy by the County Board that it is in the best interests of the County of Peoria to replace the current City/County Health Department and Gift Avenue Complex facilities with a new Health and Human Services Campus that will co-locate the City/County Health Department, the Sustainability and Recycling Services Department, the County Coroner’s Office and morgue, and the Office of the Regional Superintendent of Schools.

NOW, THEREFORE BE IT RESOLVED that the Peoria County Board officially states as a matter of policy that it is in the best interests of the County of Peoria to replace the current facilities housing the Peoria City/County Health Department, the Sustainability and Recycling Services Department, the County Coroner’s Office and morgue, and the Office of the Regional Superintendent of Schools with a new health and human services campus; and

BE IT FURTHER RESOLVED that the Peoria County Administrator is directed to proceed with the planning steps necessary to implement this policy statement of the County Board.

RESPECTFULLY SUBMITTED,
COUNTY HEALTH COMMITTEE
COUNTY OF PEORIA, ILLINOIS

RESOLUTION EXTENDING THE DECLARATION OF EMERGENCY DUE TO COVID-19 IN PEORIA COUNTY, ILLINOIS

WHEREAS, since early March 2020, Illinois has faced a pandemic that has caused extraordinary sickness and loss of life, infecting over 2,460,000\(^1\) and taking the lives of more than 28,550\(^2\) Illinois residents as of January 10, 2022; and,

WHEREAS, protecting the health and safety of Illinoisans is among the most important functions of State government; and,

WHEREAS, as Illinois adapts and responds to the public health disaster caused by Coronavirus Disease 2019 (COVID-19), a novel severe acute respiratory illness that spreads rapidly through respiratory transmissions and that continues to be without an effective treatment or vaccine, the burden on residents, healthcare providers, first responders, and governments throughout the State is unprecedented; and,

WHEREAS, the World Health Organization declared COVID-19 a Public Health Emergency of International Concern on January 30, 2020, and the United States Secretary of Health and Human Services declared that COVID-19 presents a public health emergency on January 27, 2020; and,

WHEREAS, on March 11, 2020, the World Health Organization characterized the COVID-19 outbreak as a pandemic, and has now reported more than 310.7 million\(^3\) confirmed cases of COVID-19 and 5.49 million deaths\(^4\) attributable to COVID-19 globally and,

WHEREAS, despite efforts to contain COVID-19, the virus continued to spread rapidly, resulting in the need for federal and State governments to take significant steps; and,

WHEREAS, COVID-19 vaccines are effective at preventing COVID-19 disease, especially severe illness and death, but a proportion of the population remains unvaccinated and some residents, including younger children, cannot yet receive the vaccine; and,

WHEREAS, on March 9, 2020, the Governor of Illinois, declared all counties in the State of Illinois as a disaster area in response to the outbreak of COVID-19; and,

WHEREAS, on March 13, 2020, the President declared a nationwide emergency pursuant to Section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the "Stafford Act"), covering all states and territories, including Illinois; and,

WHEREAS, on March 26, 2020, the President declared a major disaster in Illinois pursuant to Section 401 of the Stafford Act; and,
WHEREAS, on April 1, 2020, due to the exponential spread of COVID-19 in Illinois, the Governor of Illinois again declared all counties in the State of Illinois as a disaster area; and,

WHEREAS, on April 30, 2020, due to the continued spread of COVID-19 in Illinois, the threatened shortages of hospital beds, ER beds, and ventilators, and the inadequate testing capacity, the Governor of Illinois again declared all counties in the State of Illinois as a disaster area; and,


WHEREAS, as circumstances surrounding COVID-19 rapidly evolve and new evidence emerges, there have been frequent changes in information and public health guidance; and,

WHEREAS, the unprecedented nature of COVID-19, including the health consequences it has on not just the respiratory system but the heart, brain, kidneys, and the body's immune response, has made the virus’s effects and its path difficult to predict; and,

WHEREAS, the Delta variant of the coronavirus is more aggressive and more transmissible than previously circulating strains, and poses new risks in the ongoing effort to stop and slow spread of the virus; and,

WHEREAS, the Delta variant may cause more severe disease than prior strains of the virus; and,

WHEREAS, the Omicron variant is more transmissible than prior variants and had led to significant increases in the number of COVID-19 cases; and,

WHEREAS, the rapid spread of the Omicron variant has resulted in more hospitalizations throughout the State than at any prior point during the COVID-19 pandemic; and,

WHEREAS, social distancing, face coverings, and other public health precautions have proven to be critical in slowing and stopping the spread of COVID-19; and,

WHEREAS, the Centers for Disease Control and Prevention (“CDC”) has issued guidance for fully vaccinated people, indicating that they can resume numerous activities outdoors without wearing a mask or staying 6 feet apart, while recommending wearing a mask indoors in public in areas of substantial or high transmission, as well as where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance; and,

WHEREAS, the CDC continues to advise that cloth face coverings or masks protect persons who are not fully vaccinated from COVID-19; and,
WHEREAS, the CDC advises that schools follow the CDC’s guidance for COVID-19 Prevention in K-12 Schools which recommend universal masking and working with local public health officials to determine the layered prevention strategies needed in their area; and,

WHEREAS, the CDC continues to advise that day care providers continue to use COVID-19 prevention strategies, including masking and physical distancing, even after day care providers and their staff are vaccinated; and,

WHEREAS, some people infected by the virus remain asymptomatic but nonetheless may spread it to others; and,

WHEREAS, public health guidance advises that minimizing physical interactions between people who do not reside in the same household is critical to slowing the spread of COVID-19; and,

WHEREAS, as COVID-19 has spread in Illinois over the course of the Gubernatorial Disaster Proclamations, the circumstances causing a disaster throughout the State have changed and continue to change, making definitive predictions of the course the virus will take over the coming months extremely difficult; and,

WHEREAS, at the time of the first Gubernatorial Disaster Proclamation, there were 11 confirmed cases of COVID-19 in one Illinois county; and,

WHEREAS, as of January 10, 2022, there have been over 2.46 million COVID-19 cases in all Illinois counties; and,

WHEREAS, the first death attributed to COVID-19 in Illinois was announced on March 17, 2020; and,

WHEREAS, as of January 10, 2022, more than 28,550 residents of Illinois have died due to COVID-19; and,

WHEREAS, from the outset, studies have suggested that for every confirmed case there are many more unknown cases, some of which are asymptomatic individuals who can pass the virus to others without knowing; and,

WHEREAS, the number of new COVID-19 cases in Illinois has increased recently, the virus continues to infect too many individuals and claim the lives of too many Illinoisans each day; and,

WHEREAS, Peoria County is reporting 1,549 new cases per 100,000 population over the last seven (7) days; and,

WHEREAS, the U.S. has surpassed 61.5 million total cases and 839,500 deaths; and,
WHEREAS, COVID-19 has claimed the lives of and continues to impact the health of Black and Hispanic Illinoisans at a disproportionately high rate – magnifying significant health disparities and inequities; and,

WHEREAS, the State and Illinois Department of Public Health have developed a mitigation plan to trigger additional precautions when regions meet certain risk levels; and

WHEREAS, the Illinois Department of Public Health activated its Illinois Emergency Operations Plan and its Emergency Support Function 8 Plan to coordinate emergency response efforts by hospitals, local health departments, and emergency management systems in order to avoid a surge in the use of hospital resources and capacity; and,

WHEREAS, as the virus has progressed through Illinois, the crisis facing the State continues to develop and requires an evolving response to ensure hospitals, health care professionals and first responders are able to meet the health care needs of all Illinoisans and in a manner consistent with CDC guidance that continues to be updated; and,

WHEREAS, in order to ensure that health care professionals, first responders, hospitals and other facilities are able to meet the health care needs of all residents of Illinois, the State must have critical supplies, including PPE, such as masks, face shields, gowns, and gloves; and,

WHEREAS, the State of Illinois maintains a stockpile that supplies the existing PPE supply chains and stocks at various healthcare facilities; and,

WHEREAS, while the State continues to make every effort to ensure an adequate supply of PPE, if those procurement efforts are disrupted or Illinois experiences a surge in COVID-19 cases, the State may face a life-threatening shortage of respirators, masks, protective eyewear, face shields, gloves, gowns, and other protective equipment for health care workers and first responders; and,

WHEREAS, Illinois continues to use a significant percentage of hospital beds and ICU beds; and, if COVID-19 cases surge, the State could face a shortage of critical health care resources; and,

WHEREAS, there are parts of the country in which there are few if any available ICU beds as a result of the Delta and Omicron variants, and many parts of Illinois have a diminishing number of available ICU beds as a result of the Delta and Omicron variants; and,

WHEREAS, the State has now tested more than 46.82 million\(^{10}\) total specimens for COVID-19; and,

WHEREAS, in addition to causing the tragic loss of more than 28,550 Illinoisans and wreaking havoc on the physical health of tens of thousands more, COVID-19 has caused extensive economic loss and continues to threaten the financial welfare of a significant number of individuals and businesses across the nation and the State; and,
WHEREAS, nationwide more than 80 million people have filed unemployment claims since the start of the pandemic; and,

WHEREAS, the Illinois Department of Employment Security announced that the State’s unemployment rate continues to be high at 5.7% \(^{11}\) in December 2021; and,

WHEREAS, the most recent unemployment data for Peoria County from the Illinois Department of Employment Security is from December 2021 and showed an unemployment rate of 5.6% \(^{12}\), the sixth highest rate of the 102 counties; and,

WHEREAS, the Department of Commerce and Economic Opportunity is working to address the economic crisis, including through assistance programs such as the Business Interruption Grants Program for businesses that experienced a limited ability to operate due to COVID-19 related closures; and,

WHEREAS, the economic loss and insecurity caused by COVID-19 threatens the viability of business and the access to housing, medical care, food, and other critical resources that directly impact the health and safety of residents; and,

WHEREAS, access to housing helps prevent the spread of COVID-19 because individuals with housing are able to minimize physical contact with those outside their households; and,

WHEREAS, the Peoria County Emergency Management Agency, along with the City of Peoria’s Office of Emergency Management activated the County’s Public Health Emergency Plan, the County’s Emergency Operations Plan, and the City’s Emergency Operations Plan to coordinate emergency response efforts at the local level in order to avoid a surge in the use of hospital resources and capacity; and,

WHEREAS, based on the foregoing facts, and considering the rapid spread of COVID-19 and the ongoing health and economic impacts that will be felt over the coming month by people across the State, the current circumstances in Illinois surrounding the spread of COVID-19 constitute an epidemic emergency and a public health emergency under Section 4 of the Illinois Emergency Management Agency Act; and,

WHEREAS, based on the foregoing, the continuing burden on hospital resources, the potential shortages of resources in the event of a surge in infections, and the critical need to increase the purchase and distribution of PPE as well as to expand COVID-19 testing capacity and contact tracing constitute a public health emergency under Section 4 of the Illinois Emergency Management Agency Act; and,

WHEREAS, it is the policy of the County of Peoria to be prepared to address any disasters and, therefore, it is necessary and appropriate to make County resources available to ensure that our public health system is capable of serving those impacted by COVID-19 and that Peoria County residents remain safe and secure and able to obtain medical care; and,
WHEREAS, this proclamation will assist the County of Peoria in facilitating economic recovery for individuals and businesses in an effort to prevent further devastating consequences from economic instability; and,

WHEREAS, these conditions provide legal justification under Section 7 of the Illinois Emergency Management Agency Act for the new issuance of a proclamation of disaster; and,

NOW, THEREFORE, in the interest of aiding the people of Peoria County for ensuring public health and safety, I, Andrew A. Rand, Chairperson of the Peoria County Board of Peoria County, Illinois, hereby proclaim as follows:

Section 1. Pursuant to the provisions of Section 7 of the Illinois Emergency Management Agency Act, 20 ILCS 3305/7, I find that a disaster exists within the County of Peoria, Illinois and specifically declare Peoria County as a disaster area. The proclamation authorizes the exercise of all of the emergency powers provided in Section 7 of the Illinois Emergency Management Agency Act, 20 ILCS 3305/7, afforded to county government, including but not limited to those specific emergency powers set forth below.

Section 2. The Peoria City/County Health Department is directed to continue implementing the County Emergency Operations Plan and Public Health Emergency Plan in coordination with the City of Peoria and applicable agencies of the State of Illinois.

Section 3. The Peoria City/County Health Department is further directed to cooperate with the State agencies, the Peoria County Board, and local authorities in Peoria County in the development and implementation of strategies and plans to protect the public health in connection with the present public health emergency.

Section 4. The provisions of Chapter 6.5, Centralized Purchasing, of the Peoria County Code of Ordinances that would in any way prevent, hinder or delay necessary action in coping with the disaster are suspended to the extent they are not required by federal law to aid with emergency purchases necessary for response and other emergency powers as authorized by the Illinois Emergency Management Agency Act.

Section 5. This proclamation can facilitate requests for both federal and state emergency and/or disaster assistance if a complete and comprehensive assessment of damage indicates that effective recovery is beyond the capabilities of the County of Peoria, Illinois.

Section 6. This proclamation shall be effective immediately and remain in effect for 30 days.

DATED at Peoria, Illinois, this 13th day of January, A.D., 2022.

Andrew A. Rand / James T. Fennell
Peoria County Board Chairperson / Peoria County Board Vice Chairperson
ATTEST:

Rachael Parker
Peoria County Clerk

Sources:
3 John Hopkins Coronavirus Resource Center: https://coronavirus.jhu.edu/map.html
4 John Hopkins Coronavirus Resource Center: https://coronavirus.jhu.edu/map.html
8 John Hopkins Coronavirus Resource Center: https://coronavirus.jhu.edu/map.html
9 John Hopkins Coronavirus Resource Center: https://coronavirus.jhu.edu/map.html