

STATE OF ILLINOIS
COUNTY OF WHITESIDE
CITY OF MORRISON
OFFICIAL PROCEEDINGS

March 9, 2026

CALL TO ORDER

The Morrison City Council met in Regular Session on Monday, March 9, 2026, at 6:30 p.m. in the Morrison Community Room, 307 South Madison Street, Morrison, Illinois. The meeting was called to order by Mayor Scott Vandermyde at 6:30 p.m. City Clerk Mike Hemmer recorded the minutes. Meeting was offered to the public via Zoom and video recording to be available at <https://www.youtube.com/@CityofMorrisonIL>.

ROLL CALL

Alderspersons present on roll call were Kevin Bruckner Jr, Seth Buckwalter, Sara Dunne, Sidonna Mahaffey, and Todd Schlegel. Absent: Vernon Tervel and Matt Tichler. Vacancy: Ward 1. Other city officials present were Police Chief Michael Moon, Recreation Services Director Nathan Jacobs, City Treasurer Margaret Jones, and City Administrator Brian Melton.

PLEDGE OF ALLEGIANCE - Cited.

PUBLIC COMMENT - None.

PRESENTATION

Karla Burn (with Charla Olson) of Morrison On the Move (OTM), presented the group's interest in partnering with the City of Morrison to revitalize the tennis court located at Kelly Park. After assessing the current condition of the court and gathering community feedback, OTM would like to upgrade, remove, and replace the existing tennis court and convert the space into a dual-use facility that would include four pickleball courts in addition to updated tennis accommodations. Ald Schlegel and Mahaffey both recognized the organization for doing a great job. Suggestions by Alderspersons included secure onsite net storage and access, trimming courtside tree overhangs, signage, and clarification of maintenance responsibilities.

REPORT OF CITY OFFICERS, DEPARTMENT HEADS AND/OR COMMITTEES

Police Chief Michael Moon and Superintendent of Utilities Shane Osborn provided written reports in the council packet. Chief Moon recognized Officer Simmon's help at South Side Elementary School with their Arcade Night.

Recreation Services Director Jacobs provided an update on upcoming events and recent event turnouts.

CONSENT AGENDA

Ald Schlegel moved to approve City Council, Meeting Minutes, February 23, 2026; Bills Payable - \$55,078.66; Financial Report, February 2026 (FY10, CY02); Historic Preservation Commission, Meeting Minutes of March 3, 2026; and Retainer Agreement, Napoli Shkolnik PLLC, PFAS Cost Recovery Program; seconded by Ald Buckwalter. Council discussed. Ayes: Bruckner, Buckwalter, Dunne, Mahaffey, and Schlegel. Absent: Tichler and Tervelt. Nays: None. Motion passed.

ITEMS FOR CONSIDERATION, DISCUSSION AND POSSIBLE ACTION

Mayor Vandermyde removed Resolution 26-01: Resolution for Improvement Under the Highway Code (IDOT) and Local Public Agency Engineering Services Agreement (IDOT) from discussion.

Ald Mahaffey moved to support Morrison On The Move's plan for Kelly Park Tennis Court Renovations; seconded by Ald Bruckner. CA Melton said this action was necessary because the park was city property and similar to the city's and OTM's cooperation for the Dog Park. All ayes by voice vote without objection. Motion passed.

Council discussed Ordinance 26-02: Municipal Code Updates DRAFT. CA Melton said the ordinance was currently under review by the city attorney. Some terms were discussed.

The City's Infrastructure Plan – Water & Streets DRAFT was discussed. CA Melton said these plans will be incorporated into the FY2027 Budget Plan. Council members were asked to evaluate the priorities listed and provide any other feedback. Some items presented were dependent on grant funding.

CA Melton discussed FY2027 Budget Plan PRELIMINARY DRAFT. Melton offered council members a workshop on planning and budgeting. The budget will need to be posted for public viewing on April 13 and voted for approval as an ordinance on April 27.

Chief Rob Vegter of the Morrison Fire Department provided a written letter in the council packet. Ald Buckwalter, also a volunteer firefighter, reviewed some of the details of the fire department's plans and reasoning. CA Melton would try to get a more formal presentation organized and a budget request to be reviewed and included in the city's budget plan.

EXECUTIVE SESSION

Ald Buckwalter moved to enter Executive Session pursuant to 5 ILCS 120//2(c)(2) Collective negotiating matters and 2(c)(21) Discussion of minutes of meetings lawfully closed under this Act and /2.06(d); seconded by Ald Schlegel. Executive Session began at 7:08 pm.

Ald Mahaffey moved to exit Executive Session; seconded by Ald Schlegel. All ayes by voice vote. Executive Session ended at 7:27 pm.

ACTION FOLLOWING EXECUTIVE SESSION

Ald Bruckner moved to seal Executive Session Minutes: August 2025 – February 2026; seconded by Ald Buckwalter. All ayes by voice vote without objection. Motion passed.

ADJOURNMENT

Ald Buckwalter moved to adjourn, seconded by Ald Schlegel. Without objection, the meeting adjourned at 7:28 pm.

Approved:

Scott Vandermyde
Mayor

Michael Hemmer
City Clerk

City of MORRISON

200 West Main Street
Morrison, Illinois 61270-2400
Phone 815.772.7657
Fax 815.772.4291
morrisonil.org



MEMORANDUM

To: Mayor & Council

From: Barb King

Date: 3/23/26

RE: Bills Payable

Please see the attached list of Bills Payable in the total amount of: **\$127,068.58.**

**Council Members having questions regarding bills should contact
Mayor Vandermyde OR City Administrator Melton
via phone, email or personal visit prior to the meeting.**

3/24/2026 THRU 3/24/2026

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
5522802666	AIRGAS USA, LLC MAINT SUPP - STREETS	01-41-6140	69.93	69.93	26434	3/24/26
5523318701	MAINT SUPP - STREET	01-41-6140	273.95	273.95	26434	3/24/26
40276	ALLIANCE MATERIALS, INC. MAINT SUPP - STREETS	01-41-6140	422.13	422.13	26435	3/24/26
STM030926	BPI BUILDING REPAIRS	74-74-8120	10,710.00	10,710.00	26425	3/09/26
STM031326	CHAMBER OF COMMERCE ECON DEV (CHAMBER)	07-07-9210	1,956.46	1,956.46	26436	3/24/26
STM030526	COM ED ACCT NO 2768513000	50-81-5760	534.33	534.33	26437	3/24/26
STM030526A	ACCT NO 5171572000	51-80-5760	2,406.00	2,406.00	26437	3/24/26
STM030526B	ACCT NO 3245832222	15-15-5720	122.23	122.23	26437	3/24/26
STM030526C	ACCT NO 0648071222	01-41-5760	610.58	610.58	26437	3/24/26
STM030526D	ACCT NO 1318961222	01-41-5760	67.18	67.18	26437	3/24/26
STM030626	ACCT NO 7948512111	50-81-5760	67.17	67.17	26437	3/24/26
STM030626A	ACCT NO 7986112111	50-81-5760	39.58	39.58	26437	3/24/26
Y616734	CORE & MAIN MAINT SERV - UTILITY SYSTEM	51-80-5150	18,686.00	18,686.00	26424	3/09/26
Y637951	OPERATING SUPPLIES	51-80-6520	25.72	25.72	26424	3/09/26
Y644885	MAINT SUPP - UTILITY SYSTEM	51-80-6151	4,310.05	4,310.05	26438	3/24/26
INV45852	CUSTOM PRODUCTS CORPORATN MAINT SUPP - STREETS	01-41-6140	939.92	939.92	26439	3/24/26
138408	FEHR-GRAHAM & ASSOCIATES ENGINEERING SERVICE	50-81-5320	484.50	484.50	26440	3/24/26
10055	FISCH MOTORS MAINT SERV - VEHICLE	01-41-5130	66.00	66.00	26441	3/24/26
STM030926	FRARY LUMBER BUILDING REPAIRS	74-74-8120	2,002.60	2,002.60	26428	3/09/26
STM031126	FRONTIER ACCT NO 8154009008	51-80-5520	135.94	135.94	26442	3/24/26
STM031126A	ACCT NO 8157723870	51-80-5520	165.53	165.53	26442	3/24/26

3/24/2026 THRU 3/24/2026

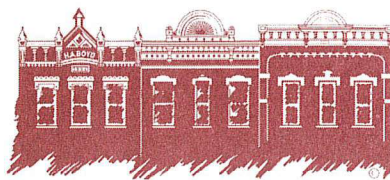
INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
STM031126B	FRONTIER ACCT NO 8157721111	50-81-5520	461.41	461.41	26442	3/24/26
I8-562128	GETZ INDUSTRIAL CLEANING ACCT #72912-00	01-31-5110	561.96	561.96	26443	3/24/26
STM030526	GOLD STAR FS, INC. NATURAL GAS	01-41-5710	935.95	935.95	26444	3/24/26
264137	GREAT WESTERN SUPPLY CO MAINT SUPP - BLDG	01-31-6110	59.75	59.75	26445	3/24/26
STM031026	GREEN & CLEAN LAWN SERVIC CUST NO 2880	01-31-5110	106.48	106.48	26446	3/24/26
STM031026	GROVE HILL CEMETERY TRUST LOAN PAYMENT TO BOARD	01-42-8830	11,500.00	11,500.00	26447	3/24/26
5298	HOOSIER EQUIPMENT, LLC MAINT SERV - EQUIPMENT	01-41-5120	7,858.40	7,858.40	26448	3/24/26
VN5308530426	ILLINOIS TOLLWAY VEH PLATE NO M117393 (IL)	01-41-5620	33.40	33.40	26449	3/24/26
14605	JB ELECTRIC BUILDING REPAIRS	74-74-8120	31,050.00	31,050.00	26426	3/09/26
93424	ELECTRONICS, INC MAINT SERV - BLDG	01-31-5110	22.50	22.50	26450	3/24/26
STM030426	MORRISON TRUE VALUE ACCT NO 276571	01-41-6520	183.55	183.55	26451	3/24/26
STM030426A	ACCT NO 276573	01-42-6520	304.07	304.07	26451	3/24/26
STM030426B	ACCT NO 276572	51-80-6520	100.91	100.91	26451	3/24/26
STM030426C	ACCT NO 27657	01-11-6520	65.94	65.94	26451	3/24/26
STM030926	MOTO MARK'S CARQUEST CUST NO 21820	01-42-6520	28.34			
	CUST NO 21820	01-21-6520	78.91			
	CUST NO 21820	01-41-6520	133.22			
				240.47	26452	3/24/26
10170720260202	MOTOROLA INC ACCT NO 3010191078-0001	01-21-5480	422.00	422.00	26453	3/24/26
STM030526	ODELL PUBLIC LIBRARY PPRT	18-18-5460	741.57	741.57	26454	3/24/26
267206490	PACE ANALYTICAL SERVICES LAB FEES	51-80-5420	350.00	350.00	26455	3/24/26

3/24/2026 THRU 3/24/2026

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
267207155	PACE ANALYTICAL SERVICES LAB FEES	51-80-5420	70.00	70.00	26455	3/24/26
267207160	LAB FEES	51-80-5420	140.00	140.00	26455	3/24/26
0721-008758317	REPUBLIC SERVICES ACCT NO 3-0721-9721028	14-14-5730	23,930.56	23,930.56	26456	3/24/26
STM030926	RICE, LARRY BUILDING REPAIRS	74-74-8120	1,785.00	1,785.00	26427	3/09/26
STM030926	SAUK VALLEY CLASSIFIEDS 10193590	01-11-5530	369.87	369.87	26457	3/24/26
249192	STRATUS NETWORKS ACCT NO 8697	01-11-5350	419.46	419.46	26458	3/24/26
249484	ACCT NO 8848	01-41-5350	299.34	299.34	26458	3/24/26
INV00934964	USA BLUEBOOK OPERATING SUPPLIES	50-81-6520	66.49	66.49	26459	3/24/26
INV00974975	OPERATING SUPPLIES	50-81-6520	270.20	270.20	26459	3/24/26
4870184	WARD, MURRAY, PACE, JOHNS LEGAL SERVICE	01-12-5330	503.50	503.50	26460	3/24/26
STM031326	WHITESIDE CO RECORDER LIENS	51-80-9280	60.00			
	LIENS	50-81-9280	60.00			
				120.00	26461	3/24/26
				=====		
	REPORT TOTAL			127,068.58		

CITY OF MORRISON

200 West Main Street
Morrison, Illinois 61270-2400
Phone: 815-772-7657
Fax: 815-772-4291
morrisonil.org



Scott D. Vandermyde
Mayor

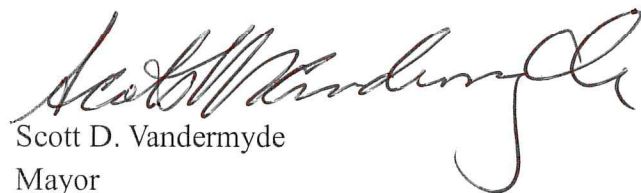
PROCLAMATION

WHEREAS, the City of Morrison will observe Junior Achievement Day on the first Thursday in April, as an opportunity to recognize and celebrate Junior Achievement of the Heartland for empowering our young people to own their economic success.

WHEREAS, Junior Achievement of the Heartland's educational contribution equips our young people to become the next generation of productive employees and self-sufficient citizens to ensure the economic prosperity of Morrison.

WHEREAS, it is fitting for parents, educators, businesses and other members of the community to join in Junior Achievement's effort to ensure the future success and economic health of our young people and the communities in which they live.

NOW, THEREFORE, I, Scott D. Vandermyde, Mayor of Morrison, do hereby proclaim official recognition of April 2, 2026 and every first Thursday of April hereafter as Junior Achievement Day in the City of Morrison.



Scott D. Vandermyde
Mayor

We are a proud supporter!



**Junior
Achievement™**
of the Heartland



Years of
Empowering
Lives



J A DAY



heartland.ja.org

March 23-26, 2026 / 9

City of MORRISON

200 West Main Street
Morrison, Illinois 61270-2400
Phone 815.772.7657
Fax 815.772.4291
morrisonil.org



PROCLAMATION

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, and

WHEREAS, this special day, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the United States of American and around the world, and

WHEREAS, trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Scott Vandermyde, Mayor of the City of Morrison, do hereby proclaim Friday, April 24th, 2026, as ARBOR DAY in the City of Morrison, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED this 23rd day of March, 2026.

Scott D. Vandermyde, Mayor



Resolution for Improvement Under the Illinois Highway Code

Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type

Original

Resolution Number

26-01

Section Number

25-00039-00-PV

BE IT RESOLVED, by the Council of the City

Governing Body Type

Local Public Agency Type

of Morrison

Name of Local Public Agency

Illinois that the following described street(s)/road(s)/structure be improved under

the Illinois Highway Code. Work shall be done by Contract

Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
East Main Street	0.28		Clinton Street	Jackson Street
West Main Street	0.28		Heaton Street	Orange Street

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Preliminary Engineering Services to plan, design and prepare construction drawings for full street reconstruction. With hot-mix asphalt pavement, concrete curb and gutter, ADA compliant concrete sidewalks and cross walks, storm sewers, inlets, water main and water service replacements.

2. That there is hereby appropriated the sum of Two Hundred Ninety Seven Thousand Eight Hundred

Dollars (\$297,800.00) 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, Michael Hemmer

City

Clerk in and for said City

Name of Clerk

Local Public Agency Type

Local Public Agency Type

of Morrison

Name of Local Public Agency

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

Council

of Morrison

at a meeting held on March 09, 2026

Governing Body Type

Name of Local Public Agency

Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 9th day of March, 2026

Day

Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

Approved

Regional Engineer Signature & Date
Department of Transportation

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 ().

Instructions for BLR 09110 - Page 2 of 2

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, if required. If a seal is required, electronic signatures should not be used.
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 OR email PDF completed form with electronic signatures to your local District LRS office.

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

- Local Public Agency Clerk
- Engineer (Municipal, Consultant or County)
- District



Local Public Agency Engineering Services Agreement

Using Federal Funds? ☐ Yes ☒ No

Agreement For

MFT-PE

Agreement Type

Original

Using State Funds (Non-MFT)? ☐ Yes ☒ No

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Morrison	Whiteside	25-00039-00-PV	
Project Number	Contact Name	Phone Number	Email
	Brian Melton	(815) 772-7657	bmelton@morrisonil.org

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
E. Main Street and W. Main Street		3300 ft	
Location Termini			Add Location
E. Main Street (Jackson St. to Clinton St.) and W. Main Street (Orange St. to Heaton St.)			Remove Location

Project Description

Preliminary Engineering Services to plan, design and prepare construction drawings for full street reconstruction. With new hot-mix asphalt pavement, concrete curb and gutter, ADA compliant concrete sidewalks and cross walks, storm sewers, inlets, water main and water service replacements.

Engineering Funding	☒ MFT/TBP	☐ State	☐ Other	
Anticipated Construction Funding	☒ Federal	☒ MFT/TBP	☒ State	☒ Other
Will seek grant funding				

AGREEMENT FOR

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

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Willet, Hofmann & Associates, Inc.	Geoffrey F. Smith	(815) 284-3381	gsmith@willetthofmann.com
Address	City	State	Zip Code
809 East 2nd Street	Dixon	IL	61021-0367

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

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: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514)
- ☐ EXHIBIT ____ : Direct Costs Summary Sheet
- ☒ EXHIBIT E: Subconsultant 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 DIRECT COST tab in BLR 05513 or BLR 05514).

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 C).
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 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 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, 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. By execution of this AGREEMENT the LPA and ENGINEER certify compliance with the Drug Free Workplace (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 on 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 no later than (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) 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 and LPA 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.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Willett, Hofmann & Associates, Inc.	36-2600957	\$287,969.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Huff & Huff Inc., (GZA)	36-3044842	\$9,989.00
Subconsultant Total		\$9,989.00
Prime Consultant Total		\$287,969.00
Total for all work		\$297,958.00

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The

Local Public Agency Type
City

 of

Local Public Agency
Morrison

By (Signature & Date)

--

By (Signature & Date)

--

Local Public Agency

Morrison

Local Public Agency Type

City

Clerk

Title

--

(SEAL)

Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name
Willett, Hofmann & Associates, Inc.

By (Signature & Date)

--

Title

Vice President

By (Signature & Date)

--

Title

Vice President

For information about IDOT's collection and use of confidential information review the department's [Identity Protection Policy](#).

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Morrison	Willett, Hofmann & Associates,	Whiteside	25-00039-00-PV

**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

Administration & Project Management

QC/QA

Control

Topographic Survey

Section/ ROW fieldwork

Download

Concept Planning

Pavement Design/ Typical Sections

Plan & Profile and Removal Sheets

Cross Sections

ADA Ramp Design

Drainage Calculations & Design/ Erosion Control Plan

TCP & PVT Marking Plan

Permits/ Utility Coordination

General Project Coordination/ Meetings

PESA & Environmental Coordination

Water main & Water Services design

Public Meeting & Exhibits

Bi-Monthly Coordination Meeting

Cover Sheet/ Gen Notes/ Spec Provisions

SOQ/ Schedules/ Quantity Calculations

Field Checks

Soil Borings for Watermain are not included. if required, a supplemental agreement will be required.

Retaining Wall are not Anticipated. If required, a supplemental agreement will be required

ROW is not Anticipated. If Land Acquisition is necessary a supplemental agreement will be required

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Morrison	Willett, Hofmann & Associates,	Whiteside	25-00039-00-PV

**EXHIBIT B
PROJECT SCHEDULE**

It is anticipated to receive a notice to proceed in June 2026. Phase I approval in December 2027 with prefinal plans in September 2028

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Morrison	Willett, Hofmann & Associates,	Whiteside	25-00039-00-PV

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit C. If the value meets or will exceed the small dollar threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The small dollar threshold is adjusted annually and can be found in IDOT Circular Letters. 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.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	☐	☐
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	☐	☐
3	Was the scope of services for this project clearly defined?	☐	☐
4	Was public notice given for this project?	☐	☐
5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☐
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☐
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☐
Project Criteria		Weighting	
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).	☒	☐



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

Local Public Agency Coty of Morrison	County Whiteside	Section Number 25-00039-00-PV
Prime Consultant (Firm) Name Willett, Hofmann & Associates, Inc.	Prepared By Geoffrey F. Smith	Date 1/28/2026
Consultant / Subconsultant Name Willett, Hofmann & Associates, Inc.	Job Number 	

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

Remarks

Preliminary

PAYROLL ESCALATION TABLE

CONTRACT TERM	18	MONTHS	OVERHEAD RATE	163.78%
START DATE	6/1/2026		COMPLEXITY FACTOR	0
RAISE DATE	4/1/2026		% OF RAISE	3.00%
END DATE	11/30/2027			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	6/1/2026	4/1/2026	-2	-11.11%
1	4/2/2026	4/1/2027	12	68.67%
2	4/2/2027	12/1/2027	8	47.15%

Local Public Agency	County	Section Number
Coty of Morrison	Whiteside	25-00039-00-PV
Consultant / Subconsultant Name	Job Number	
Willet, Hofmann & Associates, Inc.		

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	4.71%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
President & General Manager	\$90.00	\$90.00
Principal Engineering Manager	\$73.06	\$76.50
Engineering Manager	\$69.88	\$73.17
Civil Engineer IV	\$52.49	\$54.96
Civil Engineer III	\$45.20	\$47.33
Civil Engineering Intern II	\$39.03	\$40.87
Civil Engineering Intern I	\$37.54	\$39.31
SPP Engineering Intern	\$23.83	\$24.95
Principal Architectural Manager	\$65.74	\$68.83
Architect Manager	\$63.51	\$66.50
Architect IV	\$59.28	\$62.07
Architectural Intern I	\$31.93	\$33.43
Principal Professional Land Surveyor Manager	\$64.50	\$67.54
Professional Land Surveyor Manager	\$55.02	\$57.61
Professional Land Surveyor III	\$40.38	\$42.28
Professional Land Surveyor (SIT) I	\$31.76	\$33.25
SPP Professional Land Surveyor IV	\$58.01	\$60.74
Survey Technician II	\$26.77	\$28.03
Survey Worker	\$25.73	\$26.94
Survey Worker Foreman	\$33.97	\$35.57
Technician IV	\$40.25	\$42.14
Technician III	\$33.81	\$35.40
Technician I	\$25.86	\$27.08
SPP Technician IV	\$41.34	\$43.29
SPP Technician III	\$43.21	\$45.24
Administrative Assistant	\$24.89	\$26.06
Administrative Assistant Supervisor	\$24.00	\$25.13

Section Number

County

Whiteside

25-00039-00-PV

Job Number

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EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency

Coty of Morrison

County

Whiteside

EXHIBIT D**Section Number**

25-00039-00-PV

Consultant / Subconsultant Name

Willett, Hofmann & Associates, Inc.

Job Number**DIRECT COSTS WORKSHEET**

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

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

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

Local Public Agency

Coty of Morrison

Consultant / Subconsultant Name

Willett, Hofmann & Associates, Inc.

County

Whiteside

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE163.78%

COMPLEXITY FACTOR0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Administration & Proj. Management		58	4,437	7,267	1,464		13,168	4.43%
QC/QA		73	5,261	8,617	1,736		15,614	5.26%
Control		13	572	937	189		1,698	0.57%
Topographic Survey		146	5,306	8,690	1,751		15,747	5.30%
Section/ ROW fieldwork		11	408	668	135		1,211	0.41%
Download		6	168	275	55		498	0.17%
ROW Calcs			-	-	-		-	0.00%
Pavement Design/ Typical Sections		20	1,048	1,716	346		3,110	1.05%
P&P and Rem. Shts		296	15,107	24,742	4,985		44,834	15.10%
Cross sections		226	12,157	19,910	4,012		36,079	12.15%
Drainage Design & Erosion Control		98	5,019	8,220	1,656		14,895	5.02%
Pavement Marking Plan		36	1,774	2,905	585		5,264	1.77%
Permits/ Utility Coordination		10	524	858	173		1,555	0.52%
General Proj. Coordination/ Meetings		153	9,173	15,024	3,027		27,224	9.17%
ADA Ramps		104	5,460	8,942	1,802		16,204	5.46%
PDR / Environmental Coord		128	6,814	11,159	2,248		20,221	6.81%
Cover Sht/ Gen Notes/ Spec Prov.		35	1,843	3,018	608		5,469	1.84%
SOQ/ Schedules/ Quantity Calcs		51	2,543	4,164	839		7,546	2.54%
Field Checks		6	394	646	130		1,170	0.39%
Public Meeting & Exhibits		112	6,020	9,860	1,987		17,867	6.02%
Watermain/ Service Design & Permit		285	12,331	20,196	4,069		36,596	12.32%
			-	-	-		-	
PESA			-	-	-	9,989	9,989	3.36%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
Subconsultant DL							\$998.90	0.34%
Direct Costs Total ==>	\$0.00						\$0.00	
TOTALS		1867	96,359	157,814	31,797	9,989	296,958	100.00%

Local Public Agency

Coty of Morrison

County

Whiteside

EXHIBIT D**Section Number**

25-00039-00-PV

Consultant / Subconsultant Name

Willett, Hofmann & Associates, Inc.

Job Number**AVERAGE HOURLY PROJECT RATES****EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**SHEET 1 OF 4

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Administration & Proj. Management			QC/QA			Control			Topographic Survey			Section/ ROW fieldwork		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
President & General Manager	90.00	0.0																	
Principal Engineering Manager	76.50	205.0	10.98%	8.40	58	100.00%	76.50	58	79.45%	60.78	1	7.69%	5.88						
Engineering Manager	73.17	0.0																	
Civil Engineer IV	54.96	1,016.0	54.42%	29.91				15	20.55%	11.29									
Civil Engineer III	47.33	0.0																	
Civil Engineering Intern II	40.87	8.0	0.43%	0.18							8	61.54%	25.15						
Civil Engineering Intern I	39.31	0.0																	
SPP Engineering Intern	24.95	0.0																	
Principal Architectural Manager	68.83	0.0																	
Architect Manager	66.50	0.0																	
Architect IV	62.07	0.0																	
Architectural Intern I	33.43	0.0																	
Principal Professional Land Surveyor	67.54	5.0	0.27%	0.18										4	2.74%	1.85	1	9.09%	6.14
Professional Land Surveyor	57.61	0.0																	
Professional Land Surveyor	42.28	0.0																	
Professional Land Surveyor	33.25	0.0																	
SPP Professional Land Surveyor	60.74	0.0																	
Survey Technician II	28.03	10.0	0.54%	0.15										2	1.37%	0.38	2	18.18%	5.10
Survey Worker	26.94	0.0																	
Survey Worker Foreman	35.57	148.0	7.93%	2.82										140	95.89%	34.11	8	72.73%	25.87
Technician IV	42.14	290.0	15.53%	6.55							4	30.77%	12.97						
Technician III	35.40	170.0	9.11%	3.22															
Technician I	27.08	0.0																	
SPP Technician IV	43.29	0.0																	
SPP Technician III	45.24	0.0																	
Administrative Assistant	26.06	10.0	0.54%	0.14															
Administrative Assistant Survey	25.13	5.0	0.27%	0.07															
TOTALS		1867.0	100%	\$51.61	58.0	100.00%	\$76.50	73.0	100%	\$72.07	13.0	100%	\$44.00	146.0	100%	\$36.34	11.0	100%	\$37.10

EXHIBIT D

Section Number

25-00039-00-PV

Job Number

Local Public Agency

Coty of Morrison

County

Whiteside

Consultant / Subconsultant Name

Willett, Hofmann & Associates, Inc.

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 4

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Download			ROW Calcs			Pavement Design/ Typical Sections			P&P and Rem. Shts			Cross sections			Drainage Design & Erosion Control		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
President & General Manager	90.00																		
Principal Engineering Manager	76.50										2	0.68%	0.52	2	0.88%	0.68	2	2.04%	1.56
Engineering Manager	73.17																		
Civil Engineer IV	54.96							16	80.00%	43.97	200	67.57%	37.14	200	88.50%	48.64	64	65.31%	35.89
Civil Engineer III	47.33																		
Civil Engineering Intern II	40.87																		
Civil Engineering Intern I	39.31																		
SPP Engineering Intern	24.95																		
Principal Architectural Manager	68.83																		
Architect Manager	66.50																		
Architect IV	62.07																		
Architectural Intern I	33.43																		
Principal Professional Land Surveyor	67.54																		
Professional Land Surveyor N	57.61																		
Professional Land Surveyor II	42.28																		
Professional Land Surveyor (C)	33.25																		
SPP Professional Land Surveyor	60.74																		
Survey Technician II	28.03	6	100.00%	28.03															
Survey Worker	26.94																		
Survey Worker Foreman	35.57																		
Technician IV	42.14							4	20.00%	8.43	94	31.76%	13.38	24	10.62%	4.48	32	32.65%	13.76
Technician III	35.40																		
Technician I	27.08																		
SPP Technician IV	43.29																		
SPP Technician III	45.24																		
Administrative Assistant	26.06																		
Administrative Assistant Supervisor	25.13																		
TOTALS		6.0	100%	\$28.03	0.0	0%	\$0.00	20.0	100%	\$52.40	296.0	100%	\$51.04	226.0	100%	\$53.79	98.0	100%	\$51.22

Local Public Agency

Coty of Morrison

County

Whiteside

EXHIBIT D

Section Number

25-00039-00-PV

Consultant / Subconsultant Name

Willett, Hofmann & Associates, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 3 OF 4

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Pavement Marking Plan			Permits/ Utility Coordination			General Proj. Coordination/ Meetings			ADA Ramps			PDR / Environmental Coord			Cover Sht/ Gen Notes/ Spec Prov.		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
President & General Manager	90.00																		
Principal Engineering Manager	76.50							45	29.41%	22.50				4	3.13%	2.39	1	2.86%	2.19
Engineering Manager	73.17																		
Civil Engineer IV	54.96	20	55.56%	30.53	8	80.00%	43.97	92	60.13%	33.05	84	80.77%	44.39	100	78.13%	42.94	26	74.29%	40.83
Civil Engineer III	47.33																		
Civil Engineering Intern II	40.87																		
Civil Engineering Intern I	39.31																		
SPP Engineering Intern	24.95																		
Principal Architectural Manager	68.83																		
Architect Manager	66.50																		
Architect IV	62.07																		
Architectural Intern I	33.43																		
Principal Professional Land Surveyor	67.54																		
Professional Land Surveyor M	57.61																		
Professional Land Surveyor II	42.28																		
Professional Land Surveyor (S)	33.25																		
SPP Professional Land Surveyor	60.74																		
Survey Technician II	28.03																		
Survey Worker	26.94																		
Survey Worker Foreman	35.57																		
Technician IV	42.14	16	44.44%	18.73	2	20.00%	8.43	16	10.46%	4.41	20	19.23%	8.10	24	18.75%	7.90	8	22.86%	9.63
Technician III	35.40																		
Technician I	27.08																		
SPP Technician IV	43.29																		
SPP Technician III	45.24																		
Administrative Assistant	26.06																		
Administrative Assistant Supervisor	25.13																		
TOTALS		36.0	100%	\$49.26	10.0	100%	\$52.40	153.0	100%	\$59.96	104.0	100%	\$52.50	128.0	100%	\$53.23	35.0	100%	\$52.65

Local Public Agency

Coty of Morrison

Consultant / Subconsultant Name

Willett, Hofmann & Associates, Inc.

County

Whiteside

EXHIBIT D

Section Number

25-00039-00-PV

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 4 OF 4

PAYROLL CLASSIFICATION	AVG HOURLY RATES	SOQ/ Schedules/ Quantity Calcs			Field Checks			Public Meeting & Exhibits			Watermain/ Service Design & Permit						PESA		
		Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg
President & General Manager	90.00																		
Principal Engineering Manager	76.50	1	1.96%	1.50	3	50.00%	38.25	8	7.14%	5.46	20	7.02%	5.37						
Engineering Manager	73.17																		
Civil Engineer IV	54.96	28	54.90%	30.17	3	50.00%	27.48	80	71.43%	39.26	80	28.07%	15.43						
Civil Engineer III	47.33																		
Civil Engineering Intern II	40.87																		
Civil Engineering Intern I	39.31																		
SPP Engineering Intern	24.95																		
Principal Architectural Manager	68.83																		
Architect Manager	66.50																		
Architect IV	62.07																		
Architectural Intern I	33.43																		
Principal Professional Land Surveyor	67.54																		
Professional Land Surveyor	57.61																		
Professional Land Surveyor	42.28																		
Professional Land Surveyor	33.25																		
SPP Professional Land Surveyor	60.74																		
Survey Technician II	28.03																		
Survey Worker	26.94																		
Survey Worker Foreman	35.57																		
Technician IV	42.14	22	43.14%	18.18				24	21.43%	9.03									
Technician III	35.40										170	59.65%	21.12						
Technician I	27.08																		
SPP Technician IV	43.29																		
SPP Technician III	45.24																		
Administrative Assistant	26.06										10	3.51%	0.91						
Administrative Assistant Supervisor	25.13										5	1.75%	0.44						
TOTALS		51.0	100%	\$49.85	6.0	100%	\$65.73	112.0	100%	\$53.75	285.0	100%	\$43.27	0.0	0%	\$0.00	0.0	0%	\$0.00



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Built on trust.

GEOTECHNICAL

ENVIRONMENTAL

ECOLOGICAL

WATER

CONSTRUCTION
MANAGEMENT

GZA Illinois, Inc.
1301 West 22nd Street
Suite 510
Oak Brook, IL 60523
T: 630-684-9100
F: 630-928-0709

WWW.GZA.COM

March 16, 2026

via email: gsmith@willetthofmann.com

Mr. Geoffrey F. Smith, P.E.
Vice President
Willett, Hofmann & Associates, Inc.
809 East 2nd Street
Dixon, IL 61021-0367

**Re: Phase I Environmental Services – PESA
Morrison Water Main Improvement Project – Morrison, Illinois
Proposal No. 81.P013004.27**

Dear Mr. Smith,

GZA Illinois, Inc. (GZA), is pleased to submit this proposal to Willett, Hofmann & Associates, Inc. (Client) to provide Phase I Environmental Services to support the proposed reconstruction project with watermain improvements along West Main Street from N. Heaton Street to N. Orange Street; and along East Main Street from N. Clinton Street to N. Jackson Street (Project Area) in the Town of Morrison, Whiteside County, Illinois.

Per Client request, the attached scope includes tasks for performing phase I environmental services including completing a Preliminary Environmental Site Assessment (PESA). This proposal presents our project approach, scope of services, cost, and schedule for completing the project. Project background and understanding is identified in Section 1, Phase I scope and fee is included in Section 2. The project schedule is included in Section 3 and proposal acceptance information is included in Section 4.

1. PROJECT BACKGROUND

Client has provided GZA with a figure (attached) depicting the Project Area limits, which shall serve as our basis of understanding of the project in developing this scope and fee. We understand the proposed improvements include roadway reconstruction with water main installation.

2. SCOPE OF SERVICES

Task 1 – Preliminary Environmental Site Assessment (PESA)

A PESA will be completed for the Project Area, and the process will follow general protocols contained within:

- A Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation (IDOT) Highway Projects (Erdmann et al., 2012).
- ASTM International (ASTM) standard 1527-21.
- Chapter 27-3 of the IDOT Bureau of Design and Environment (BDE) (December 2019) Manual. The IDOT BDE Manual was published in September 2012 and Revised August 2023.
- IDOT Bureau of Local Roads and Streets (BLRS) Manual, Chapter 20-12, Special Waste, July 2013.
- Public Act 96-1416.



- Clean Construction or Demolition Debris Fill Operations (CCDD) and Uncontaminated Soil Fill Operations: Amendments to 35 Illinois Administrative Code 1100. Effective on August 27, 2012.

A. Historical Research

The Project Area historical land use/ownership record will be assessed from standard historical sources. Historic aerial photographs will be reviewed to identify land use over time and potential areas of environmental concern, such as areas of surface disturbance and outside storage.

B. Site Evaluation

Current environmental features and conditions of sites adjacent to the Project Area will be evaluated. A site walkover of publicly accessible portion of the Project Area and vicinity designated for excavation and/or acquisition will be conducted for first-hand evaluation of current environmental conditions within the project limits. The features and conditions in the vicinity of the Project Area will be documented in photographs. The land-use and housekeeping practices of adjacent properties will also be evaluated in accordance with ASTM protocols.

C. Records Review

A records review will be conducted to identify potential environmental concerns within the Project Area. It will include a search of standard state and federal environmental record databases in accordance with the specifications of ASTM standards. This search is based on the outline of the Project Area. Specifically, GZA will view the database to identify potential sources requiring further investigation. As appropriate, Freedom of Information Act (FOIA) requests will be filed with the IEPA to obtain additional data pertaining to identified sites.

D. Report Preparation

One report summarizing the results of the evaluation will be prepared, including the following information:

- a) The project location and description
- b) Historical uses of the Project Area.
- c) The area geology and hydrology.
- d) The environmental status of sites adjacent to the corridor regarding chemical use and storage, underground and aboveground storage tanks, solid waste, special waste, hazardous waste, and PCBs.
- e) An analysis of the site inspection.
- f) A summary of the findings regarding environmental concerns. This will include IDOT's BDE Manual Chapter 27-3, Special Waste Procedures, and identification of Potentially Impacted Properties (PIPs) per Subpart F, Section 1100, 35 IAC, related to Clean Construction or Demolition Debris management.

Task 2 – Project Administration

Time under this sub-task includes project administration and management activities that includes cost and schedule tracking; coordination with Client on authorized activities; report/memo production and other in-house management activities.

Task 3 – QAQC

Time under this task includes QA/QC time for resource reviews, and report as described above.



3. LEVEL OF EFFORT AND SCHEDULE

The fee for the currently proposed scope of services is included on the attached worksheets in IDOT BLR 05514 CPFF format. The PESA will commence within five (5) days of the notice to proceed (NTP) and will require up to ten (10) weeks to complete and provide the deliverable.

4. PROPOSAL ACCEPTANCE

CONDITIONS OF ENGAGEMENT

The conditions of engagement are described in the attached Terms and Conditions for Professional Services. GZA report will be prepared on behalf of and for the exclusive use of Client. Client acknowledges and agrees that the report and the findings in the report shall not, in whole or in part, be disseminated or conveyed to any other party, or used or relied upon by any other party, in whole or in part, except for the specific purpose and to the specific parties alluded to above, without the written consent of GZA. GZA would be pleased to discuss the conditions associated with any additional dissemination, use, or reliance by other parties.

ACCEPTANCE

This agreement may be accepted by signing in the appropriate space below and returning one complete copy to GZA. This proposal is valid for a period of 30 days from the date of issue.

We appreciate the opportunity to submit this proposal. Please feel free to contact the undersigned at (630) 684-4424 with any questions.

Very truly yours,
GZA Illinois, Inc.

A blue ink signature of Shane Cuplin, written in a cursive style.

Shane Cuplin, P.G.
Associate Principal

Attachments: Client Provided Figure
BLR CPFF Cost Sheets
Terms and Conditions



This Proposal for Services, Schedule of Fees and Terms and Conditions for Professional Services are hereby accepted and executed by a duly authorized signatory, who by execution hereof, warrants that he/she has full authority to act for, in the name, and

on behalf of _____.

By: _____

Title: _____

Printed/Typed Name: _____

Date: _____

The Proposal for Services, Schedule of Fees and Terms and Conditions for Professional Services may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by an e-mail delivery of a document in “.pdf” format, each such signature shall create a valid and binding obligation of the party executing the document, or on whose behalf each document is executed, with the same force and effect as if each such facsimile or “.pdf” signature were an original thereof.

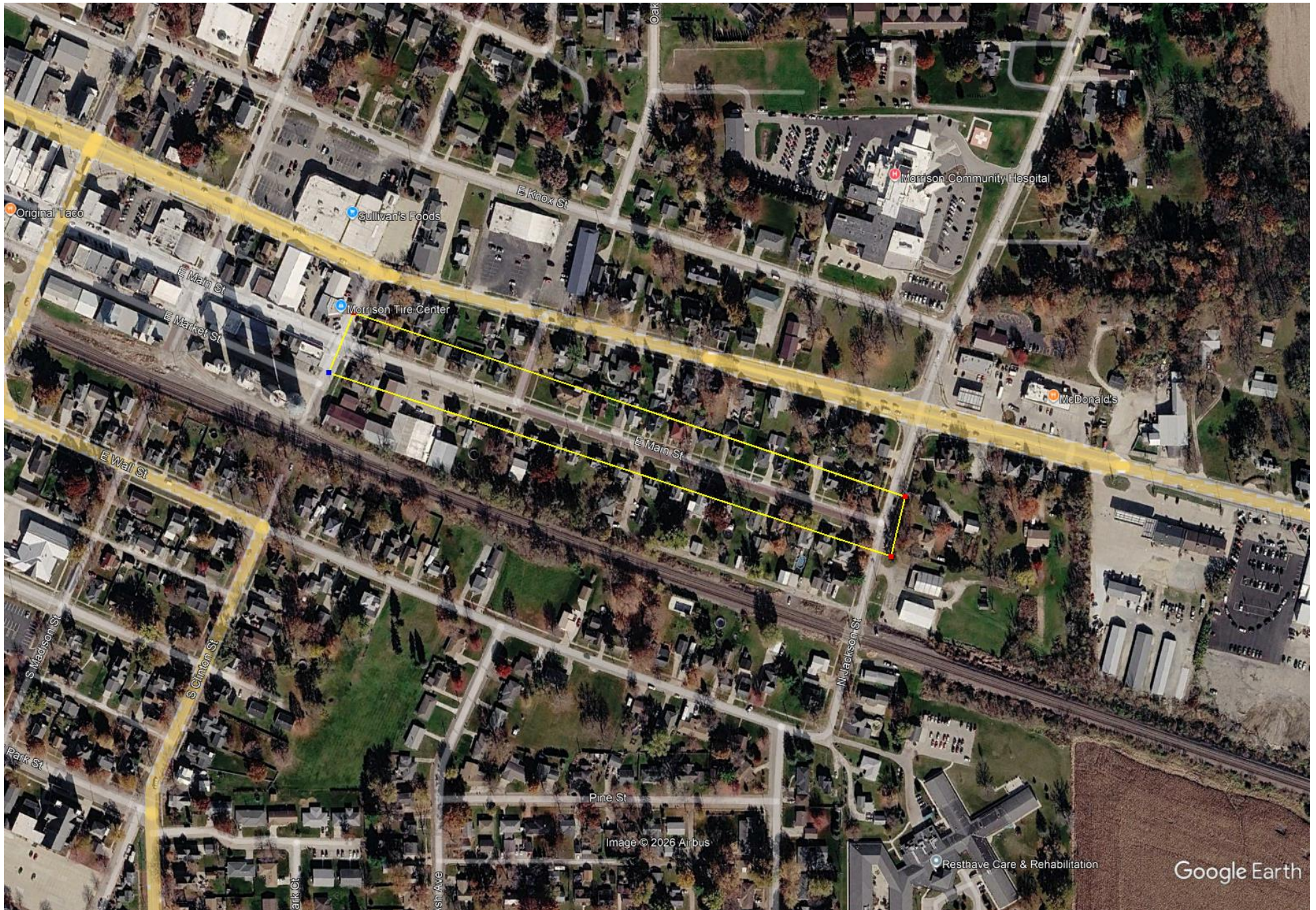


ATTACHMENT 1

PROJECT CORRIDOR FIGURE



Location 1: Main Street from Heaton Street to Orange Street – 1500’ +/-



Location 2: Main Street Clinton Street to Jackson Street - 1500' +/-



March 16, 2026
Willett, Hofmann & Associates, Inc. – PESA
Morrison Water Main Improvement Project – Morrison, Whiteside County, Illinois
ATTACHMENTS

ATTACHMENT 2

BLR 05514 CPFF COST SHEETS



Local Public Agency

Town of Morrison

County

Whiteside

Section Number

Prime Consultant (Firm) Name

WHA

Prepared By

S.Cuplin/A.Kittler

Date

Consultant / Subconsultant Name

GZA Illinois, Inc.

Job Number

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

Remarks

PAYROLL ESCALATION TABLE

CONTRACT TERM 12 MONTHS
START DATE 4/1/2026
RAISE DATE 3/1/2027
END DATE 3/31/2027

OVERHEAD RATE 184.39%
COMPLEXITY FACTOR 0
% OF RAISE 3.00%

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	4/1/2026	3/1/2027	11	91.67%
1	3/2/2027	4/1/2027	1	8.58%

Local Public Agency	County	Section Number
Town of Morrison	Whiteside	
Consultant / Subconsultant Name		Job Number
GZA Illinois, Inc.		

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	0.25%

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

CLASSIFICATION	IDOT AVG PAYROLL RATES ON FILE	CALCULATED RATE
Principal	\$90.00	\$90.00
Associate Principal II	\$83.63	\$83.84
Associate Principal I	\$75.99	\$76.18
Senior Consultant I	\$67.27	\$67.44
Senior Project Manager III	\$77.89	\$78.08
Senior Project Manager II	\$67.60	\$67.77
Senior Project Manager I	\$61.84	\$61.99
Senior Landscape Architect	\$66.29	\$66.46
Senior Technical Specialist II	\$67.60	\$67.77
Senior Technical Specialist I	\$57.56	\$57.70
CADD Designer	\$47.32	\$47.44
Scientist PM II	\$57.03	\$57.17
Scientist PM I	\$51.59	\$51.72
Assistant PM Scientist	\$42.12	\$42.23
Environmental Engineer PM II	\$55.97	\$56.11
Environmental Engineer PM I	\$51.37	\$51.50
Geotechnical Engineer PM I	\$55.30	\$55.44
Assistant PM Engineer I	\$42.30	\$42.41
Engineer I	\$39.76	\$39.86
Scientist SI	\$37.23	\$37.32
Scientist SII	\$33.28	\$33.36
Technical Graphics Technician	\$32.03	\$32.11
Architectural Historian	\$46.00	\$46.12
Administrative Executive	\$57.56	\$57.70
Senior Billing Coordinator	\$36.08	\$36.17
Senior Administrative Assistant	\$39.59	\$39.69
Project Administrator	\$39.68	\$39.78

Local Public Agency

Town of Morrison

County

Whiteside

Section Number**Consultant / Subconsultant Name**

GZA Illinois, Inc.

Job Number**DIRECT COSTS WORKSHEET**

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

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			\$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			\$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum	240	\$0.73	\$174.00
Vehicle Owned or Leased (no mileage charge allowed)	\$45.00/half day (4 hours or less) or \$90/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost	10	\$2.50	\$25.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Database	Actual Cost	2	\$300.00	\$600.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$799.00

Town of Morrison

Whiteside

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GZA Illinois, Inc.

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EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE	184.39%
----------------------	----------------

COMPLEXITY FACTOR 0

Subconsultant DL					0.00			
TOTALS	799	62	2,896	5,339	955	-	9,989	100.00%

Local Public Agency

Town of Morrison

Consultant / Subconsultant Name

GZA Illinois, Inc.

County

Whiteside

Section Number

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Task 1 - PESA			Task 2 - Project Admin			Task 3 - QAQC								
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	90.00	0.0																	
Associate Principal II	83.84	5.0	8.06%	6.76	2	3.70%	3.11	1	33.33%	27.95	2	40.00%	33.54						
Associate Principal I	76.18	0.0																	
Senior Consultant I	67.44	3.0	4.84%	3.26							3	60.00%	40.46						
Senior Project Manager III	78.08	0.0																	
Senior Project Manager II	67.77	0.0																	
Senior Project Manager I	61.99	0.0																	
Senior Landscape Architect	66.46	0.0																	
Senior Technical Specialist II	67.77	0.0																	
Senior Technical Specialist I	57.70	0.0																	
CADD Designer	47.44	0.0																	
Scientist PM II	57.17	4.0	6.45%	3.69	2	3.70%	2.12	2	66.67%	38.12									
Scientist PM I	51.72	0.0																	
Assistant PM Scientist	42.23	0.0																	
Environmental Engineer PM II	56.11	0.0																	
Environmental Engineer PM I	51.50	0.0																	
Geotechnical Engineer PM I	55.44	0.0																	
Assistant PM Engineer I	42.41	42.0	67.74%	28.73	42	77.78%	32.98												
Engineer I	39.86	0.0																	
Scientist SI	37.32	0.0																	
Scientist SII	33.36	0.0																	
Technical Graphics Technician	32.11	7.0	11.29%	3.63	7	12.96%	4.16												
Architectural Historian	46.12	0.0																	
Administrative Executive	57.70	0.0																	
Senior Billing Coordinator	36.17	0.0																	
Senior Administrative Assistant	39.69	0.0																	
Project Administrator	39.78	1.0	1.61%	0.64	1	1.85%	0.74												
TOTALS		62.0	100%	\$46.71	54.0	100.00%	\$43.10	3.0	100%	\$66.06	5.0	100%	\$74.00	0.0	0%	\$0.00	0.0	0%	\$0.00



TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

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These Terms and Conditions, together with GZA's Proposal, make up the Agreement between GZA and You, the Client, named in the Proposal. If the attached GZA Proposal is styled as a Master Services Agreement, then these Terms and Conditions will apply to any and all Services ordered by you and performed by GZA.

BEFORE SIGNING THE PROPOSAL, BE SURE YOU READ AND UNDERSTAND THE PARAGRAPHS ENTITLED "INDEMNIFICATION", "LIMITATION OF REMEDIES" AND "DISPUTES" WHICH DEAL WITH THE ALLOCATION OF RISK BETWEEN YOU AND GZA.

- 1) **Services.** GZA will perform the services set forth in its Proposal and any amendments or change orders authorized by you (the "Services"). Any request or direction from you that would require extra work or additional time for performance or would result in an increase in GZA's costs will be the subject of a negotiated amendment or change order. All Services performed by GZA will be governed by this Agreement, even if performed prior to your execution of the Proposal.
- 2) **Term.** If the attached GZA proposal is styled as a Master Services Agreement, then the term of this Agreement will begin on the date of execution of the proposal (the "Effective Date"), and either party may terminate this Agreement for convenience upon thirty (30) days' written notice, provided that GZA will be paid for all services performed through the date of termination.
- 3) **Standard of Care; Warranties.**
 - a) GZA will perform professional Services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services at the same time under similar conditions in the same or similar locality. GZA's sole responsibility with regard to Services which do not meet the foregoing standard of care is to reperform such Services, at GZA's expense, but only if you provide GZA written notice of such non-conformity within ninety (90) days after completion of the Services.
 - b) **NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF MARKETABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS MADE OR INTENDED BY GZA'S PROPOSAL OR BY ANY OF GZA'S REPORTS OR OTHER CONDUCT.**
 - c) GZA assigns to you any manufacturers' warranties of equipment or materials purchased from others, to the extent they are assignable, and your sole recourse will be against the manufacturer. Full risk of loss of materials and equipment will pass to you upon delivery to the Site, and you will be responsible for insuring and otherwise protecting them against theft and damage.
- 4) **Payment.**
 - a) Except as otherwise stated in the Proposal, you will compensate GZA for the Services at the rates set forth in the applicable Proposal, amendment or change order; reimburse its expenses, which will include a communication fee calculated as a percentage of labor invoiced; and pay any sales or similar taxes thereon.
 - b) Any retainer specified in GZA's Proposal shall be due prior to the start of Services and will be applied to the final invoice for Services.
 - c) GZA will submit invoices periodically, and payment will be due within 20 days from invoice date. You will notify GZA in writing of any invoice disputes within 10 days of the invoice date, and if no written notice of dispute is received, the invoice will be deemed approved in full. Overdue payments will bear interest at 1½ percent per month or, if lower, the maximum lawful rate. GZA may terminate the Services upon 10 days' written notice anytime your payment is overdue on this or any other project and you will pay for all Services through termination, plus termination costs. You will reimburse GZA's costs of collecting overdue invoices, including reasonable attorneys' fees (including costs for time expended by in-house counsel, which will be charged to you at the prevailing market rate for attorneys of similar experience practicing in the jurisdiction). Any amounts paid by you to GZA will be applied first to interest and costs incurred by GZA, and then to the principal balance.
- 5) **Your Responsibilities.**
 - a) If the Services involve entry onto a third-party property or otherwise require access to property you do not own or control, you will secure the access agreements, approvals, permits, licenses and consents necessary for performance of the Services, without GZA becoming a party to or otherwise being required to sign any such agreements, approvals, permits, licenses and consents. If you are the owner or operator of the Site, you will provide GZA with all documents, plans, information concerning underground structures (including but not limited to utilities, conduits, pipes, and tanks), information related to hazardous materials or other environmental or geotechnical conditions at the Site (including, if applicable, asbestos containing materials ["ACM"]) and other information that may be pertinent to the Services or, if you are not the owner or operator of the Site, you agree to make reasonable efforts to obtain these same documents and provide them to GZA. GZA is entitled to rely on the accuracy and completeness of documents and information you provide. You acknowledge that the quality of the Services provided by GZA is directly related to the accuracy and completeness of the information and data that you furnish to GZA.
 - b) If you use the services of a contractor or construction manager at the Site, you agree to use best and reasonable efforts to include in your agreement(s) with the contractor or construction manager provisions obligating the latter:
 - i) to defend, indemnify and hold harmless, to the fullest extent permitted by law, GZA, its affiliates and subsidiaries, and each of their officers, directors, members, partners, agents, insurers, employees, and subconsultants (the "GZA Indemnitees") and you, for or on account of any claims, liabilities, costs and expenses, including attorneys' fees, arising out of or relating to the design or implementation of construction means, methods, procedures, techniques, and sequences of construction, including safety precautions or programs, of the contractor, the construction manager, or any of their subcontractors or any engineer engaged by them;
 - ii) to name you and GZA as additional insureds under general liability and builder's risk insurance coverages maintained by the contractor or construction manager, or any of their subcontractors, and to ensure that such policies are primary and noncontributory with regard to the above indemnity obligations; and
 - iii) to require that all of their subcontractors agree and be bound to the obligations set forth in (i) and (ii) above.
 - c) In the event that you are unable to secure such provisions in the agreement(s) with the contractor or construction manager, you shall promptly (but in any event prior to the commencement of the Services) notify GZA and GZA shall have the opportunity to negotiate with you reasonable substitute risk allocation and insurance indemnities and protections. Failure to provide such notice will be a material breach of this Agreement.
 - d) To the extent you are entitled to indemnification (either contractual or at common law) or are otherwise indemnified by the contractor or construction manager and/or their subcontractors, you agree to waive any claim (including without limitation indemnification or insurance claims) against GZA.
- 6) **Right of Entry; Site Restoration.** You grant GZA and its subcontractor(s) permission to enter the Site to perform the Services. If you do not own the Site, you represent and warrant that the owner has granted permission for GZA to enter the Site and perform the Services; you will provide reasonable verification on request; and you will indemnify the GZA Indemnitees for any claims by the Site owner related to alleged trespass by GZA or its subcontractors. Although GZA will exercise reasonable care to limit damage to landscaping, paving, systems and structures at the Site, you acknowledge that some damage may occur even with the exercise of due care and you agree to compensate GZA for any restoration it is asked to perform, unless otherwise indicated in the Proposal.



- 7) **Underground Facilities.** GZA's only responsibility under this Agreement will be to provide proper notification to the applicable state utility "Call-Before-You-Dig" program. You further agree to assume responsibility for and to defend, indemnify and hold harmless GZA with respect to personal injury and property damages due to GZA's interference with subterranean structures including but not limited to utilities, conduits, pipes, and tanks:
 - a) that are not correctly shown on any plans and information you or governmental authorities provide to GZA; or
 - b) that are not correctly marked by the appropriate utility.
- 8) **Reliance.** The services, information, and other data furnished by you shall be at your expense, and GZA may rely upon all information and data that you furnish, including the accuracy and completeness thereof. You acknowledge that the quality of the Services provided by GZA is directly related to the accuracy and completeness of the information and data that you furnish to GZA. **GZA's REPORTS ARE PREPARED FOR AND MADE AVAILABLE FOR YOUR SOLE USE. YOU ACKNOWLEDGE AND AGREE THAT USE OF OR RELIANCE UPON THE REPORT OR THE FINDINGS IN THE REPORT BY ANY OTHER PARTY, OR FOR ANY OTHER PROJECT OR PURPOSE, SHALL BE AT YOUR OR SUCH OTHER PARTY'S SOLE RISK AND WITHOUT ANY LIABILITY TO GZA. YOU SHALL DEFEND, INDEMNIFY AND HOLD HARMLESS THE GZA INDEMNITEES FROM ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING ATTORNEYS' FEES, ARISING OUT OF OR RESULTING FROM ANY USE, REUSE, OR MODIFICATION OF THE DOCUMENTS WITHOUT WRITTEN VERIFICATION, COMPLETION, OR ADAPTATION BY GZA AND SUCH LIMITED LICENSE TO YOU SHALL NOT CREATE ANY RIGHTS IN THIRD PARTIES.** However, in GZA's sole discretion, which may be withheld for any reason whatsoever, if you request that GZA extend reliance to a third party, then such reliance will be conditioned upon the third party's acceptance of such reliance on GZA's standard reliance terms and you will be obligated to pay GZA a reliance fee calculated as 10% of GZA's original fee for the report upon which reliance is being extended.
- 9) **Lab Tests and Samples.** GZA is entitled to rely on the results of laboratory tests using generally accepted methodologies. GZA may dispose of samples in accordance with applicable laws 30 days after submitting test results to you unless you request in writing for them to be returned to you or to be held longer, in which case you will compensate GZA for storage and/or shipping beyond 30 days.
- 10) **GZA Professionals.** GZA employees or consultants may act as licensed, certified or registered professionals (including but not limited to Professional Engineers, Licensed Site or Environmental Professionals, Certified Hazardous Materials Managers, or Certified Industrial Hygienists, collectively referred to in this section as "GZA Professionals"), whose duties may include the rendering of independent professional opinions. You acknowledge that a federal, state or local agency or other third party may audit the Services of GZA or other contractor/consultant(s), which audit may require additional Services, even though GZA and such GZA Professionals have each performed such Services in accordance with the standard of care set forth herein. You agree to compensate GZA for all Services performed in response to such an audit, or to meet additional requirements resulting from such an audit, at the rates set forth in the applicable Proposal, amendment or change order.
- 11) **Hazardous Materials; GZA "Not a Generator".** Before any hazardous or contaminated materials, including, if applicable, ACMs (the "Wastes") are removed from the Site, you will sign manifests naming you as the generator of the Wastes (or, if you are not the generator, you will arrange for the generator to sign). You will select the treatment or disposal facility to which any Wastes are taken. GZA will not be the generator or owner of, nor will it possess, take title to, or assume legal liability for any Wastes at or removed from the Site. GZA will not have responsibility for or control of the Site or of operations or activities at the Site other than its own. GZA will not undertake, arrange for or control the handling, treatment, storage, removal, shipment, transportation or disposal of any Wastes at or removed from the Site, other than any laboratory samples it collects or tests. You agree to defend, indemnify and hold the GZA Indemnitees harmless for any costs or liability incurred by GZA in defense of or in payment for any legal actions in which it is alleged that GZA is the owner, generator, treator, storer or disposer of any Wastes.
- 12) **Limits on GZA's Responsibility.** GZA will not be responsible for the acts or omissions of contractors or others at the Site, except for its own subcontractors and employees. GZA will not supervise, direct or assume control over or the authority to stop any contractor's work, nor shall GZA's professional activities nor the presence of GZA or its employees and subcontractors be construed to imply that GZA has authority over or responsibility for the means, methods, techniques, sequences or procedures of construction, for work site health or safety precautions or programs, or for any failure of contractors to comply with contracts, plans, specifications or laws. Any opinions by GZA of probable costs of labor, materials, equipment or services to be furnished by others are strictly estimates and are not a guarantee that actual costs will be consistent with the estimates.
- 13) **Changed Conditions.**
 - a) You recognize the uncertainties related to the Services (including, without limitation, environmental and geotechnical Services), which often require a phased or exploratory approach, with the need for additional Services becoming apparent during the Services. You also recognize that actual conditions encountered may vary significantly from those anticipated, that laws and regulations are subject to change, and that the requirements of regulatory authorities are often unpredictable.
 - b) If changed or unanticipated conditions or delays make additional Services necessary or result in additional costs or time for performance, GZA will notify you and the parties will negotiate appropriate changes to the scope of Services, compensation and schedule.
 - c) If no agreement can be reached, GZA will be entitled to terminate the Services and to be equitably compensated for the Services already performed. GZA will not be responsible for delays or failures to perform due to weather, labor disputes, intervention by or inability to get approvals from public authorities, acts or omissions on your part, or any other causes beyond GZA's reasonable control, and you will compensate GZA for any resulting increase in its costs.
- 14) **Documents and Information.** All documents, data, calculations and work papers prepared or furnished by GZA are instruments of service and will remain GZA's property. Designs, reports, data and other work product delivered to you are for your use only, for the limited purposes disclosed to GZA. Any delayed use, use at another site, use on another project, or use by a third party will be at the user's sole risk, and without any liability to GZA. Any technology, methodology or technical information learned or developed by GZA will remain its property. Provided GZA is not in default under this Agreement, GZA's designs will not be used to complete this project by others, except by written agreement relating to use, liability and compensation.
- 15) **Electronic Media.** In accepting and utilizing any drawings, reports and data on any form of electronic media generated by GZA, you covenant and agree that all such electronic files are instruments of service of GZA, who shall be deemed the author and shall retain all common law, statutory law and other rights, including copyrights. In the event of a conflict between the signed documents prepared by GZA and electronic files, the signed documents shall govern. You agree not to reuse these electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this Agreement. Any transfer of these electronic files to others or reuse or modifications to such files by you without the prior written consent of GZA will be at the user's sole risk and without any liability to GZA.
- 16) **Confidentiality; Subpoenas.** Information about this Agreement and GZA's Services and information you provide to GZA regarding your business and the Site, other than information available to the public and information acquired from third parties, will be maintained in confidence and will not be disclosed to others without your consent, except as GZA reasonably believes is necessary: (a) to perform the Services; (b) to comply with professional standards to protect public health, safety and the environment; and (c) to comply with laws, regulations, court orders and professional obligations. GZA will make reasonable efforts to give



you prior notice of any disclosure under (b) or (c) above. Information available to the public and information acquired from third parties will not be considered confidential. You will reimburse GZA for responding to any subpoena or governmental inquiry or audit related to the Services, at the rates set forth in the applicable Proposal, amendment or change order (including, without limitation, for outside counsel expenses incurred by GZA and/or time expended by in-house counsel, which will be charged to you at the prevailing market rate for attorneys of similar experience practicing in the jurisdiction). Notwithstanding the foregoing, GZA shall be entitled to use your name and a general description of the Services in promotional materials.

- 17) Insurance.** During performance of the Services, GZA will maintain workers' compensation, commercial general liability, automobile liability, and professional liability/contractor's pollution liability insurance. GZA will furnish you certificates of such insurance on request.
- 18) Indemnification.** You agree to hold harmless, indemnify, and defend the GZA Indemnitees against all claims, suits, fines and penalties, including mandated cleanup costs and attorneys' fees and other costs of settlement and defense, which claims, suits, fines, penalties or costs arise out of or are related to this Agreement or the Services, except to the extent they are caused by GZA's negligence or willful misconduct. The duty to defend will be triggered upon a claim, suit, fine and/or penalty being alleged or threatened, and will only terminate when and to the extent GZA's proportion of negligence is finally adjudicated by a court of competent jurisdiction. If the foregoing indemnification is determined to be void or unenforceable as a matter of law, then it shall be automatically reformed to apply the original intent of the clause to the maximum extent permissible by law.
- 19) Limitation of Remedies.**
- a) To the fullest extent permitted by law and notwithstanding anything else in this Agreement to the contrary, the aggregate liability of GZA and its affiliates, parents and subsidiaries and subcontractors and each of their employees, insurers, principals, officers, directors, partners and agents (collectively referred to in this paragraph as "GZA") for all claims (arising in tort, by contract or otherwise, and specifically including any indemnification or contribution obligation owed by GZA, arising under contract or at common law, if any) arising out of this Agreement or in any way related to GZA's Services is limited to \$50,000 or, if greater, 10% of the compensation received by GZA under this Agreement.
 - b) You may elect to increase the limit of liability by paying an additional fee, such fee to be negotiated prior to the execution of this Agreement.
 - c) Any claim (as described in 19(a)) against GZA related in any way to the Services provided pursuant to this Proposal, or the terms herein, is waived unless suit is commenced in a proper jurisdiction within one year of substantial completion of GZA's Services. This waiver may not be construed to extend any applicable statute of limitations.
 - d) GZA will not be liable for lost profits, loss of use of property, delays, contractual penalties or other special, indirect, incidental, consequential, punitive, exemplary, liquidated, or multiple damages. This includes but is not limited to fines and/or penalties and/or sanctions imposed by any local, state, or federal government, agency, or regulatory body.
 - e) GZA will not be liable to you or the Site owner for injuries or deaths suffered by GZA's or its subcontractors' employees.
 - f) You will look solely to GZA for your remedy for any claim arising out of or relating to this Agreement, including any claim arising out of or relating to alleged negligence or errors or omissions of any GZA principal, officer, employee or agent. To the extent damages are covered by property insurance or any other insurance, both you and GZA waive all rights against each other and against the contractors, consultants, agents, and employees of the other, for damages, except such rights as they may have to the proceeds of such insurance as set forth in this Agreement. You or GZA, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.
- 20) Disputes.**
- a) Subject to the provisions of 20(d) below, all disputes between you and GZA shall be subject to non-binding mediation.
 - b) Either party may demand mediation by serving a written notice stating the essential nature of the dispute, the amount of time or money claimed, and requiring that the matter be mediated within forty-five (45) days of service of notice.
 - c) The mediation shall be administered by the American Arbitration Association in accordance with its most recent Construction Mediation Rules, or by such other person or organization as the parties may agree upon.
 - d) No action or suit may be commenced unless mediation has occurred but did not resolve the dispute, or unless a statute of limitations period or the one-year waiver period described in 19(c) above would expire if suit were not filed prior to such forty-five (45) days after service of notice. However, where non-payment of an invoice has occurred and GZA sends you a final demand letter for payment, your failure to remit payment in full (including interest, costs, attorneys fees and all other charges permitted by Section 4(c)) within ten (10) days of receipt (or, for certified mail, the date of the first attempt to deliver the letter to your address of record if you ultimately do not accept receipt of the letter or the letter is otherwise undeliverable to your address of record with GZA or with the Secretary of State in the jurisdiction where you are organized) of such letter will be deemed to be a waiver of your right to enforce this mediation clause and GZA may immediately file suit to enforce the terms of this Agreement.
 - e) In the event GZA commences litigation to recover payment of an unpaid invoice, you shall not be permitted to interpose any counterclaim. Any claim against GZA which remains viable under the terms of this Agreement must instead be brought in a separate action against GZA, subject to the terms of this Agreement, including, without limitation, the pre-suit certification requirement contained in Section 20(g).
 - f) You agree to pay reasonable attorneys' fees and all other costs and expenses (including, but not limited to reasonable investigative expenses and expert and consultant expenses) which may be incurred by GZA in the enforcement of this Agreement in the event that (a) it is finally adjudicated by a court of competent jurisdiction that you have breached this Agreement; or (b) where you allege that GZA has breached this Agreement or otherwise acted negligently and it is finally adjudicated by a court of competent jurisdiction that GZA did not in fact breach this Agreement or act negligently. If for any reason it is adjudicated that the foregoing provision is in violation of applicable law, is subject to a state statute automatically converting this clause to be reciprocal between the parties, is contrary to public policy or is unconscionable or a contract of adhesion, then the foregoing clause will be null and void and of no effect. Under no circumstances shall the foregoing clause be replaced with a reciprocal clause.
 - g) You shall make no claim against GZA for professional negligent acts, errors, omissions and/or alleged breach of contract either directly, indirectly, as a counterclaim or crossclaim, or in a third party claim, unless you have first provided GZA with a written certification executed by an independent professional practicing in the same discipline as GZA and licensed in the jurisdiction in which GZA provided you its Services. This certification must (i) identify the name and license of the certifier, (ii) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of professional performing professional services under similar circumstances; and (iii) state in complete detail the basis for certifier's opinion that each such act or omission constitutes a violation of the standard of care. This certificate must be provided to GZA no less than thirty (30) days prior to the submission of a formal claim.

- h) With regard to Sections 5, 6, 8, 19 and 20 of this Agreement, the terms “claim”, “any claim” and “all claims” shall be defined as broadly as legally possible, including without limitation any and all claims arising in contract (including indemnification obligations owed by GZA, if any), tort or by any other legal theory or argument.

21) Miscellaneous.

- a) This Agreement and all claims relating thereto shall be governed by the substantive and procedural laws of the Commonwealth of Massachusetts, as they presently exist or may hereafter be amended, without regard to principles of conflict of laws.
- b) The above terms and conditions regarding Limitation of Remedies and Indemnification shall survive the completion of the Services under this Agreement and the termination of the contract for any reason.
- c) Any amendment to these Terms and Conditions must be in writing and signed by both parties. No modification of these Terms and Conditions will be binding against GZA unless specifically approved in writing by a principal of GZA.
- d) Having received these Terms and Conditions, your oral authorization to commence Services, your acceptance of performance of the Services, your actions, or your use of the Report or Work Product constitutes your acceptance of them.
- e) This Agreement supersedes any contract terms, purchase orders or other documents issued by you, even if signed by an authorized representative of GZA.
- f) Neither party may assign or transfer this Agreement or any rights or duties hereunder without the written consent of the other party.
- g) Your failure or the failure of your successors or assigns to receive payment, reimbursement, insurance proceeds or grant funds from any other party for any reason whatsoever shall not absolve you, your successors or assigns of any obligation to pay any sum to GZA under this agreement.
- h) These Terms and Conditions shall govern over any inconsistent terms in GZA’s Proposal.
- i) Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect on the parties, who agree that the Agreement shall be reformed to replace such voided provision with a valid and enforceable provision that comes as close as possible to expressing the intention of the voided provision.
- j) The covenants and agreements contained in this Agreement shall apply to, inure to the benefit of and be binding upon the parties hereto and upon their respective successors and assigns.
- k) Any reports generated by GZA will be subject to GZA’s standard report limitations for that particular type of report.
- l) To the extent applicable to GZA’s Services, you acknowledge and agree that GZA cannot anticipate the effects of climate change/extreme weather on any report, design or other document produced by GZA, unless such analysis is specifically within the scope of GZA’s Services.
- m) You agree that during the performance of GZA’s Services and for a period of twelve (12) months completion of those Services, you will not encourage, induce, or otherwise solicit, or actively assist any other person or organization to encourage, induce or otherwise solicit, directly or indirectly, any employee of the GZA or any of its affiliates to terminate their employment with GZA or any of its affiliates, or otherwise interfere with the advantageous business relationship of GZA or any of its affiliates with their employees. You agree that if you violate this non-solicitation provision, you will pay GZA liquidated damages in an amount equal to the total earnings of the solicited employee during the last twelve (12) months of their employment with GZA.
- n) This Agreement does not create any third-party beneficiaries and is intended for the benefit of the parties hereto and their respective successors and permitted assigns, and is not for the benefit of, nor may any provision hereof be enforced by, anyone else.

22) Asbestos Abatement Services (If Applicable). If the Services include asbestos abatement services, then the following terms and conditions will apply and will supersede any conflicting terms contained elsewhere in this Agreement.

- a) You acknowledge that conditions can vary from those encountered at the times and locations of explorations and data collection, and that the limitation on available data may result in some level of uncertainty with respect to the interpretation of those conditions, despite due professional care. GZA therefore cannot guarantee specific results such as the identification or removal of all asbestos or other contamination.

23) Microbial Services (If Applicable). If the Services include Microbial services, then the following terms and conditions will apply and will supersede any conflicting terms contained elsewhere in this Agreement. For purposes of this Agreement, Microbial is defined as any and all fungal and/or bacterial growth including but not limited to mold, mildew, yeast, fungus, fungi, bacteria, spores, odors, particulates, vapors, gas, or other emissions produced by or arising out of or toxins emanating therefrom.

- a) You recognize that meeting the standard of care does not establish an assurance that corrective procedures will be permanent. Because Microbial infestations are created by near-omnipresent living microscopic spores which grow very quickly and are influenced by nanoclimatological conditions that are very difficult to detect and sources of water intrusion, elevated moisture or relative humidity over which GZA has neither control or responsibility, GZA cannot and does not claim that its Services will eliminate the risk of a Microbial infestation recurring.
- b) You acknowledge that the Services entail risk of personal injury and property damage (including cross-contamination) that cannot be avoided, even with the exercise of due care. You also acknowledge that environmental conditions can vary from those encountered at the times and locations of explorations and data collection, and that the limitation on available data may result in some level of uncertainty with respect to the interpretation of these conditions, despite due care. GZA therefore cannot guarantee specific results such as the identification of all contamination or other environmental conditions or problems nor their resolution.
- c) You acknowledge that Microbial infestations may be hidden from view and concealed in locations that are difficult to discover. Accordingly, you agree that despite GZA’s efforts, some Microbial locations may remain undetected. In such situations, you agree that you will have no claim against GZA provided GZA followed the applicable standard of care and all applicable laws and regulations pertaining to the Work.
- d) You further agree that when GZA performs Services intended to minimize the risk of Microbial infestations, GZA shall not be liable for damages resulting from Microbial contamination including but not limited to fungal or bacterial infestations and water damage or dry or wet rot. You agree to waive any Microbial infestation claim(s) against GZA and you agree to indemnify, defend and hold the GZA Indemnitees harmless from any claim alleging that GZA’s Services caused or aggravated a Microbial infestation or did not prevent a Microbial infestation from recurring.

ORDINANCE NO. 26-02

**ORDINANCE AMENDING THE MORRISON MUNICIPAL CODE
RELATING TO NUISANCES, SWIMMING POOLS & WATER FEATURES,
TREEHOUSES & ACCESSORY STRUCTURES, ZONING ADMINISTRATION &
ENFORCEMENT, ADOPTING INTERNATIONAL RESIDENTIAL CODE,
SIDEWALKS, AND OVERNIGHT PARKING CENTRAL BUSINESS DISTRICT**

ADOPTED BY THE
CITY COUNCIL
OF THE
CITY OF MORRISON

THIS 9th DAY OF MARCH 2026

Published in pamphlet form by authority of the City Council of the City of Morrison, Illinois,
this 9th day of March 2026.

ORDINANCE NO. 26-02

ORDINANCE AMENDING THE MORRISON MUNICIPAL CODE RELATING TO NUISANCES, SWIMMING POOLS & WATER FEATURES, TREEHOUSES & ACCESSORY STRUCTURES, ZONING ADMINISTRATION & ENFORCEMENT, ADOPTING INTERNATIONAL RESIDENTIAL CODE, SIDEWALKS, AND OVERNIGHT PARKING CENTRAL BUSINESS DISTRICT

WHEREAS, the Mayor and City Council (collectively, the “Corporate Authorities”) of the City of Morrison (the “City”) have discussed the needs of the City with respect to updating, amending and the adoption of various codes, to be formally adopted and in force within the City; and

WHEREAS, pursuant to 65 ILCS 5/1-2-1 and 50 ILCS 220/0.01, the Corporate Authorities are empowered to update, amend and adopt, by reference, existing model codes, other relevant regulations, the administration and enforcement of such codes within the boundaries of the City; and

WHEREAS, in connection therewith, the Corporate Authorities of the City have determined it in the best interests of the City and its residents to amend the Morrison Municipal Code, all as more specifically set forth herein.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Morrison, Whiteside County, Illinois as follows:

SECTION 1: The City hereby finds that all the recitals contained in the preambles to this Ordinance are true and correct and incorporates them into this Ordinance by this reference.

SECTION 2: Chapter 34, Article I, Section 34-5 of the Morrison Municipal Code, is hereby amended and restated to read as follows:

“Sec. 34-5. - Offensive Odors.

It is hereby declared to be a nuisance within the city to erect, continue or use any residence, business, building, or other place, including, but not limited to, for the exercise of any trade, employment or manufacture which, by occasion of noxious exhalations, offensive smells, or otherwise, is offensive or dangerous to the health of individuals or of the public. For purposes of this section, “offensive” means any odor that is strong, persistent, or recurring in such a manner as to be readily detectable by a person of ordinary sensibilities beyond the boundaries of the property from which the odor originates, and that unreasonably interferes with the comfortable enjoyment of life or property, or poses a risk to public health or safety.”

SECTION 3: Chapter 34, Article I, Section 34-8 of the Morrison Municipal Code, is hereby amended and added to read as follows:

“Sec. 34-8. - Donation Collection Bins; Special Use Permit Required

A. Purpose and Intent

The purpose of this Section is to regulate donation collection bins in order to:

1. Protect public health, safety, and welfare;
2. Prevent blight, illegal dumping, and nuisances;
3. Ensure compatibility with surrounding land uses;
4. Maintain traffic safety and pedestrian access; and
5. Establish accountability for the placement and maintenance of such bins.

B. Definition

Donation Collection Bin (also referred to as “collection bin,” “donation box,” or “recycling bin”) means any unattended container, receptacle, trailer, box, or similar device intended for the collection of donated clothing, textiles, household goods, books, shoes, electronics, or other salvageable personal property.

This definition shall not include:

1. Temporary containers placed by a governmental entity for official municipal programs;
2. Containers located entirely within an enclosed building; or
3. Containers accessory to a principal permitted recycling center operating in compliance with this Code.

C. Special Use Permit Required

1. No person or entity shall place, install, operate, or maintain a donation collection bin within the City, anywhere on private or public property, without first obtaining a Special Use Permit approved by the Planning and Zoning Board.
2. Donation collection bins shall not be permitted as a use by right in any zoning district.
3. Approval of a Special Use Permit shall be site-specific and non-transferable.

D. Application Requirements

An application for a Special Use Permit under this Section shall include:

1. Name, address, and contact information of the owner and operator of the bin;
2. Written authorization from the property owner;
3. A site plan showing:
 - (a) Proposed location of the bin;
 - (b) Proposed size of the bin;
 - (c) Parking layout;

- (d) Distance from property lines, buildings, driveways, and public right-of-ways
- (e) Lighting and surveillance, if applicable
- 4. A maintenance and servicing plan indicating frequency of collection;
- 5. Proof of liability insurance in an amount determined by the City;
- 6. Agreement to remove the bin within ten (10) days of permit revocation or expiration.

E. Standards for Approval

The Planning and Zoning Board may approve a Special Use Permit upon finding that:

- 1. The proposed bin will not create a public nuisance or blighting condition;
- 2. The location will not interfere with vehicular or pedestrian circulation;
- 3. The bin will not obstruct required parking spaces, fire lanes, utilities, or accessibility routes;
- 4. Adequate maintenance and servicing will prevent overflow and illegal dumping;
- 5. The bin is compatible with surrounding land uses;
- 6. The proposal complies with all other applicable municipal regulations.

The Board may impose reasonable conditions including, but not limited to, hours of operation, screening, landscaping, signage restrictions, and frequency of collection.

F. Operational Requirements

All approved donation collection bins shall:

- 1. Be maintained in good repair and free from graffiti, rust, and structural damage;
- 2. Be clearly labeled with:
 - (a) Name and contact information of the operator;
 - (b) Permit number;
 - (c) Statement prohibiting dumping of items outside the bin;
- 3. Be emptied as necessary to prevent overflow;
- 4. Not exceed 6 feet in height, 6 feet in width or 6 feet in depth (total of 8 cubic yards, 216 cubic feet or 72 square feet) in footprint;
- 5. Be removed immediately upon expiration or revocation of the permit.

G. Prohibited Activities

- 1. Placement of a donation collection bin without an approved Special Use Permit is prohibited.
- 2. Allowing accumulation of items outside the bin is prohibited.
- 3. Operating a bin after permit expiration or revocation is prohibited.

H. Removal of Unauthorized Bins

1. The Code Enforcement Officer and/or Zoning Administrator may issue written notice requiring removal of any bin installed in violation of this Section.
2. If not removed within ten (10) days of notice, the City may remove and dispose of the bin at the owner's expense.
3. The City may place a lien on the property for recovery of costs.

I. Penalties

Any violation of this Section shall constitute a municipal code violation punishable by:

- A fine of not less than \$75 and not more than \$750 per day; and/or
- Revocation of any existing Special Use Permit.

Each day the violation continues shall constitute a separate offense.

SECTION 4: Chapter 10, Article II, Division 7. Section 10-197 of the Morrison Municipal Code, as amended, is hereby amended and reinstated to read as follows:

“DIVISION 7. – SWIMMING POOLS AND WATER FEATURES

Sec. 10-197. - Definitions.

[The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:]

Private outdoor swimming pool is a manmade rigid or semi-rigid receptacle for water having a depth at any point greater than 24 inches, used or intended to be used for swimming, wading, or bathing, and constructed, installed or maintained in or aboveground and which is used exclusively by the owner or occupant of the property on which it is located, his family and his guests.

Temporary soft-sided pool is a manmade inflatable or non-inflatable rigid or semi rigid receptacle for water having a depth at any point greater than 24 inches, used or intended to be used for swimming, wading, or bathing and constructed, installed or maintained in or above ground and which is used exclusively by the owner or occupant of the property on which it is located, his family and his guests and which is not permanently attached to the property by any means, such as buried metal support shafts or other like devices.

Landscaped yard water feature is a decorative or aesthetic water element located within a landscaped yard or landscaped area of a property, such as ponds, fountains, waterfalls, or ornamental pools, that is part of the intended landscape design rather than a solely functional drainage or irrigation structure.”

“Sec. 10-200. - Surrounding enclosure.

Every owner, purchaser under contract, lessee, tenant or licensees of land within the City upon which is situated a private outdoor swimming pool and/or a landscaped yard water feature with a depth of 24 inches or more shall at all times maintain, on the lot or premises upon which such pool is located, a fence or other structure completely surrounding such pool, not less than four feet in height, with no gaps or apertures, other than doors or gates, with any dimensions greater than one and one-half inches. All gates or doors opening through such fence or enclosure shall be equipped with self-closing and self-latching devices placed at the top of such gates or doors and made inaccessible to small children. Such devices shall be so designed as to be capable of keeping such doors or gates securely locked at all times when not in use; however, the door of any dwelling forming a part of the enclosure need not be so equipped. The Code Enforcement Officer and/or Zoning Administrator may make modifications in individual cases upon showing of good cause with respect to the height, nature or location of the fence, wall, gates or latches, or the necessity therefor, provided the protection as sought hereunder is not reduced thereby. Temporary soft-sided pools are exempt from this requirement, but are subject to the requirements under Section 10-199.”

And

“Sec. 10-203. - Maintenance Requirements.

All swimming pools and landscaped yard water features shall be maintained so as to be reasonably clear from algae, excessive organic matter, and debris at all times to prevent the development of unsanitary, stagnant, or mosquito-breeding conditions.

A. Requirements for Pools and Water Features Not in Use.

Any swimming pool or landscaped yard water feature that is not in use shall:

1. Be completely drained; or
2. Be properly covered in a manner that prevents the accumulation of standing water; or
3. Be treated and maintained with appropriate chemical, biological, or mechanical measures sufficient to comply with this section.

B. The property owner shall be responsible for ensuring that water remaining in any such pool or water feature is treated with mosquito control measures approved by the City or by the Whiteside County Health Department.

C. Nuisance Declared.

Any swimming pool or landscaped yard water feature maintained in violation of this section is hereby declared to be a public nuisance and may be abated in accordance with the nuisance abatement provisions of this Code and applicable Illinois law.

D. Enforcement and Penalties.

Any violation of this section shall be subject to enforcement by the Code Enforcement Officer, Zoning Administrator and/or those designated by the City Administrator. Penalties as provided in the general penalty provisions of this Code.”

SECTION 5: Chapter 10, Article II, Division 9. Section 10-217 of the Morrison Municipal Code, is hereby amended and added to read as follows:

Sec. 10-217. – Treehouses and Similar Elevated Accessory Structures

The purpose of this section is to promote public safety, structural integrity, neighborhood compatibility, and tree preservation by establishing regulations governing the construction, placement, and use of treehouses and similar elevated accessory structures within the City.

This section is intended to:

1. Ensure safe construction practices.
2. Protect adjoining properties from nuisance conditions.
3. Preserve the health of trees used to support such structures.
4. Provide clear permitting requirements.

A. DEFINITIONS

For purposes of this section:

Treehouse: A platform or enclosed structure elevated above grade and supported in whole or in part by one or more living trees, whether or not additional support posts are used.

Elevated Accessory Structure: A detached structure elevated more than thirty (30) inches above grade and intended for recreational or accessory residential use.

Grade: The average finished ground level surrounding the base of the structure.

Habitable Space: Space intended for living, sleeping, cooking, or sanitation.

B. APPLICABILITY

1. These regulations apply to all treehouses and elevated accessory structures constructed after the effective date of this Ordinance.

2. Existing treehouses shall be considered legal nonconforming structures, provided they do not create an unsafe condition. The Building Official may require correction of hazardous conditions.

C. PERMIT REQUIREMENTS

1. A zoning permit shall be required for any treehouse or elevated accessory structure exceeding thirty (30) square feet in area or thirty (30) inches in height above grade.
2. A building permit shall be required for any treehouse exceeding eight (8) feet in height above grade, exceeding one hundred (100) square feet in floor area, or equipped with electrical service.
3. Permit applications shall include a site plan showing property lines and setbacks, construction drawings or manufacturer specifications, and description of tree species and trunk diameter at four (4) feet above grade.

D. LOCATION AND SETBACKS

1. Treehouses shall comply with the accessory structure setback requirements of the applicable zoning district.
2. In no case shall a treehouse be located:
 - (a) Within five (5) feet of any side or rear property line;
 - (b) Within any recorded easement;
 - (c) In the required front yard.
3. Maximum height shall not exceed fifteen (15) feet above grade or the height limit for accessory structures in the zoning district, whichever is less.

E. STRUCTURAL AND SAFETY REQUIREMENTS

1. Treehouses shall not be used as habitable dwelling units.
2. Guardrails not less than thirty-six (36) inches in height shall be installed on any open side where the floor level exceeds thirty (30) inches above grade.
3. Ladders or stairs shall be securely attached and maintained in safe condition.
4. Electrical installations shall comply with the adopted National Electrical Code and require inspection.

5. Attachment methods shall not unreasonably compromise the structural stability or health of the supporting tree.

F. USE RESTRICTIONS

1. Treehouses shall be used solely for recreational or accessory purposes incidental to a principal residential use.
2. Overnight occupancy is prohibited.
3. No plumbing or permanent heating systems shall be installed.
4. No commercial use is permitted.

G. MAINTENANCE

The property owner shall maintain the structure in safe condition. The Code Enforcement Officer/Zoning Administrator may order repair or removal of any treehouse deemed unsafe or hazardous.

H. ENFORCEMENT AND PENALTIES

Any violation of this section shall be subject to enforcement by the Code Enforcement Officer, Zoning Administrator and/or those designated by the City Administrator. Penalties as provided in the general penalty provisions of this Code.

II. SEVERABILITY

If any provision of this section is declared invalid, the remaining provisions shall remain in full force and effect.

SECTION 6: Chapter 62, Article XIV, Section 62-402 to 62-404 of the Morrison Municipal Code, is hereby amended and reinstated to read as follows:

“ARTICLE XIV. - ADMINISTRATION

Sec. 62-402. - Enforcing Officer.

The City Administrator, with the advice and consent of the city council, shall designate a Code Enforcement Officer and/or Zoning Administrator under the supervision of the City Administrator to be responsible for enforcing this chapter. Such officer(s) shall see that the provisions of this chapter are properly enforced. Enforcement duties include, but are not limited to:

- A. Issue building permits, as specified in this Code.

- B. Issue certificates of occupancy after on-site inspection to ensure conformity to the provisions of this chapter.
- C. Issue home occupation permits.
- D. Notify any residents responsible for violating any provisions of this chapter, indicating the nature of the violation, and ordering the necessary corrective action.
- E. Conduct inspections of buildings and land uses to determine compliance with the provisions of this chapter.
- F. Provide and maintain a public information service to all matters arising out of this chapter.
- G. Review all cases of encroachment into the required setbacks.
- H. Maintain and update the official zoning map.
- I. Provide staff support to the planning and zoning board regarding all amendments to the regulations, special uses, applications for appeals, variances, uses on review, or other matters in which the commission is required to pass under the regulations.

Sec. 62-403. - Violations; time for correction.

- A. *Notice of violations.* The zoning administrator shall give written notification of any violation of this chapter to the owner or lessor of, or the trustee or other legally responsible party for such property, stating in such notification that he has inspected the property and has found it in violation of this chapter. He shall state in the notification in clear precise terms a description or explanation of the violation. The property owner, trustee, lessor, or legally responsible party shall have 30 days in which to correct such violation or to give satisfactory evidence that they have taken steps that will lead to correcting such violation within a stated period of time, which time must be agreeable to the zoning administrator as being fair and reasonable.
- B. *Time limitation for correction.* The owner, trustee, lessor, or other legally responsible party shall be deemed to be in violation of this chapter if after 30 days the violation has not been corrected or is not in the process of being corrected within a reasonable length of time or time in which correction will be made has not been approved by the zoning administrator.

Sec. 62-404. - Appeals and review.

- A. *Appellant defined.* Any person issued a code violation, denied a permit, have a permit revoked, or otherwise aggrieved by a ruling or action of the Code Enforcement Officer

and/or Zoning Administrator charged with the enforcement of this chapter and concerning the interpretation of the ordinance from which this chapter is derived may take an appeal to the Planning and Zoning Board. Any person aggrieved by a decision by the Planning and Zoning Board may take an appeal to the City Council.

- B. *Timing of appeal.* Such appeal shall be taken within 30 days to the Planning and Zoning Board or City Council and shall be taken by filing with the City Clerk and with the Planning and Zoning Board or City Council a notice of appeal specifying the grounds thereof, a fee to the city to pay for the required publication and administrative costs, and such plats and exhibits as are reasonably necessary. Such appeal shall be taken upon forms provided by the Planning and Zoning Board or City Council. The City Clerk shall then transmit to the Planning and Zoning Board or City Council all of the papers constituting the record upon which the action appealed was taken.
- C. *Stay.* The appeal shall stay all proceedings in furtherance of the action appealed from unless the Code Enforcement Officer and/or Zoning Administrator certifies to the Planning and Zoning Board or City Council, after notice of appeal has been filed with him, that by reason of facts stated in the certificate, a stay would, in his opinion, cause imminent peril to life or property. In which case the proceedings shall not be stayed otherwise than by a restraining order which may be granted by a court of record on application, with notice to the officer from whom the appeal is taken and all due causes shown.
- D. *Hearing required.* The Planning and Zoning Board or City Council shall hear an appeal at one of their regularly scheduled meetings and give due notice thereof to the parties and shall render a decision of the appeal without unreasonable delay. No hearing shall be held upon an appeal unless the parties receive at least 72 hours' notice of such hearing. Any party previously on the case record may appear and testify at the hearing, either in person or by duly authorized agent or attorney.
- E. *Powers of Planning and Zoning Board.* The Planning and Zoning Board may reverse or affirm, wholly or partly, or may modify or amend the order, requirements, decision, or determination appealed from the officer to the extent and in the manner that the Planning and Zoning Board may decide to be fitting and proper in the premises. To that end, the Board shall also have all the powers of the officer from whom the appeal is taken. Matters may be returned to the commission for further review.
- F. *Powers of City Council.* The City Council may reverse or affirm, wholly or partly, or may modify or amend the order, requirements, decision, or determination appealed from the Planning and Zoning Board to the extent and in the manner that the City Council may decide to be fitting and proper in the premises. To that end, the Council shall also have all the powers of the officer from whom the appeal is taken. Matters may be returned to the council for further review.

- G. *Record of meetings.* Each decision of the Planning and Zoning Board or City Council shall be in writing and include the conclusions regarding each standard applicable to the proposed development.
- H. *Reversal of an order.* The concurring vote of two-thirds of the members of the Planning and Zoning Board or City Council shall be necessary to reverse any order, requirement, decision, or determination of the officer or to decide in favor of the applicant any matter upon which it is authorized by this chapter to render decisions.
- I. *Appeals to court.* An appeal of a decision of the City Council shall be made to a court or competent jurisdiction pursuant to the provisions of the Administrative Review Act, 735 ILCS 5/3-101 et seq. The appealing party shall bear the cost of preparing the record on appeal. Copies of any orders or proceedings ordered by the appellant shall be furnished to the appellant at his own cost.”

SECTION 7: Chapter 62, Article I, Section 62-5 of the Morrison Municipal Code, is hereby amended and reinstated to read as follows:

“Sec. 62-5. - Fees.

- A. Fees pertaining to applications for zoning amendments, permits, certificates of compliance, publications, rezonings, special use permits, variances, plan review, title services and appeals to the Planning and Zoning Board shall be as provided in the city fee schedule in Chapter 20 of this Code. Such fees and costs shall be paid to the City Clerk, who shall give a receipt therefor. From each fee, a filing fee as established in the city fee schedule in Chapter 20 of this Code and any actual costs incurred by the city for required publication, mailing, plan review and title services related to the processing of the depositor's application for any such petitions, permits, certificates, variances, or appeals shall be retained. Additionally, it shall be the prerogative of the City Council to require advance payment of any such fees and costs.
- B. No certificate, request for variance, special use permit amendment, or request for the same, appeal building permit, planned unit development application, or subdivision modification or creation shall issue or, be processed unless or until such costs, charges, fees or expenses listed or authorized in this chapter have been paid in full, nor shall any action be taken, on proceedings before the Planning and Zoning Board or zoning matters brought before the City Council unless or until preliminary charges and fees have been paid in full.”

SECTION 8: Chapter 10, Article II, of the Morrison Municipal Code, is amended by the addition of a new Section 10-47 which shall read as follows:

“Sec. 10-47 – Adoption (International Residential Code).

- A. There is hereby adopted as the residential code of the city, for purposes of regulating and governing the conditions and maintenance of all property, buildings and structures by

providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use, and to provide for the condemnation of buildings and structures unfit for human occupancy and use, and to provide for the demolition of such structures, and to provide for the issuance of permits and collection of fees therefor, that certain document entitled "International Residential Code, 2021 Edition" (referred to herein as the "2021 IRC") as published by the International Code Council. Each and all of the regulations, provisions, penalties, conditions and terms of said International Residential Code, including any appendices and 2021 Errata sheets, as on file in City Hall, are hereby referred to, adopted and made part hereof, as if fully set out in this article, with the additions, insertions, deletions and changes as prescribed in subsection (b) of this section.

B. The following sections of the International Residential Code 2021 Edition are hereby revised by completion of blanks, deletions, additions, or amendments as follows:

ADDITIONAL LANGUAGE TO FOLLOW

Secs. 10-48 – 10-83. – Reserved.”

SECTION 9: Chapter 48, Article IV, Division 2 of the Morrison Municipal Code, is hereby amended and reinstated to read as follows:

“Sec. 48-156. – Obstruction of Sidewalks Prohibited.

- (a) Duty of Property Owners. The owner and/or occupant of all premises abutting any sidewalk in the City shall keep the sidewalk, in front of and/or along the same, free from snow, dirt, sand, rock and gravel or other obstructions that impedes the flow of pedestrian traffic thereon or that creates any hazardous conditions endangering pedestrian traffic thereon.
- (b) Snow Removal. Sidewalks shall be cleared within 24 hours of the conclusion of any accumulation of snow or freezing precipitation event. When appropriate, such removal may be done using salt or other non-hazardous chemical material. This duty shall include all owners and occupants of business premises, regardless of hours of operation.
- (c) No owner or occupant shall plow, shovel, or remove or cause to be plowed, shoveled or removed ice or snow from any other private or public property and deposit such ice or snow upon or along any city street or alley.
- (d) Removal by City Upon Owner’s Failed Duty. If the owner/occupant responsible for the snow removal pursuant to this section fails to comply with this section, the owner/occupant shall be subject to the applicable penalties for each violation. Each day that snow or other obstructions remain on the sidewalk after the initial 24-hour period shall constitute a separate offense. In addition, the city may in its discretion give notice to the owner/occupant by mail or posting on the property and cause the snow (or other obstruction) to be cleared by its staff or an independent contractor, assessing a fee for the actual cost of such service to the property owner.

- (e) Removal by City at No Charge; Resolution Required. The City may also choose to remove snow or other obstructions, without charge, from those sidewalks where the City Council determines such clearing to be useful or necessary and in the interest of commerce or transportation. The determination of the City Council shall be by Resolution, identifying the properties by their PINS or addresses.
- (f) Charges Assessed Against Owner for Removal. When a charge is imposed by the City for removing snow (or other obstruction) from sidewalks, the charge assessed by the City shall be the actual cost incurred for removing the snow (or other obstruction), whether done by City staff or an individual contractor.”

Sec. 48-157. – Water Runoff on Sidewalks.

No person shall cause or permit the water falling or draining from the roof of any structure owned, occupied, or controlled by him/her to flow upon or run over any public sidewalk in front of, near to, or adjacent to the same.

Sec. 48-158. – Disposal of Waste on Sidewalks and in Public Places Prohibited.

No person shall deposit, throw, place, leave, spit or cause any waste material, or any other unsanitary or offensive substance, on any public sidewalk, on any private sidewalk open to the public, or on the stairs, floors, or other interior surfaces of any public building or any private building open to the public within the City.

Secs. 48-159 – 48-186. – Reserved.

SECTION 10: Chapter 54, Article IV, Division 3, Section 54-274 of the Morrison Municipal Code, is hereby amended and reinstated to read as follows:

**“Sec. 54-274. - Overnight Parking Permitted within Central Business District,
April 1 – October 31**

- (a) Overnight parking is permitted within the section of the CBD bounded by Lincolnway (U.S. Route 30), Orange, Clinton, and the Union Pacific Railway tracks on each day from April 1 to October 31 of each year except Sundays (Sunday night into Monday morning).
- (b) Overnight parking is prohibited within the section of the CBD bounded by Lincolnway (U.S. Route 30), Orange, Clinton, and the Union Pacific Railway tracks on each day from November 1 to March 31 of each year.
- (c) For the purposes of this section, overnight shall mean from 2:30 a.m. to 6:00 a.m. each day. Parking lots on Market Street are excluded from this regulation.”

SECTION 11: In all other respects, the Morrison Municipal Code shall remain in full force and effect as previously adopted and/or amended.

SECTION 12: The provisions and sections of this Ordinance shall be deemed to be separable and the invalidity of any portion of this ordinance shall not affect the validity of the remainder.

SECTION 13: The City Clerk is directed to publish this Ordinance in pamphlet form.

SECTION 14: This Ordinance shall be in full force and effect after its passage and approval and publication as required by law and beginning April 9, 2026.

Approved this 9th day of March, 2026.

Scott Vandermyde, Mayor

ATTEST:

Michael Hemmer, City Clerk

Alderspersons Voting:

	AYE	NAY	ABSTAIN	ABSENT
Kevin Bruckner Jr.	☐	☐	☐	☐
Seth Buckwalter	☐	☐	☐	☐
Sara Dunne	☐	☐	☐	☐
Sidonna Mahaffey	☐	☐	☐	☐
Todd Schlegel	☐	☐	☐	☐
Vernon Tervelt	☐	☐	☐	☐
Matthew Tichler	☐	☐	☐	☐
Vacancy	☐	☐	☐	☐

CERTIFICATE

STATE OF ILLINOIS)
)
SS. COUNTY OF WHITESIDE)

I, Michael Hemmer, certify that I am the duly elected City Clerk of the City of Morrison, Whiteside County, Illinois.

I further certify that on March 9, 2026, the Corporate Authorities of such municipality passed and approved Ordinance No. ORDINANCE NO. 26-02, ORDINANCE AMENDING THE MORRISON MUNICIPAL CODE RELATING TO NUISANCES, SWIMMING POOLS & WATER FEATURES, TREEHOUSES & ACCESSORY STRUCTURES, ZONING ADMINISTRATION & ENFORCEMENT, ADOPTING INTERNATIONAL RESIDENTIAL CODE, SIDEWALKS, AND OVERNIGHT PARKING CENTRAL BUSINESS DISTRICT including a cover sheet thereof prepared, and a copy of such Ordinance was posted in the City Hall, commencing on March 9, 2026 and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request of the City Clerk.

Dated at Morrison, Illinois this 9th day of March, 2026.

Michael Hemmer, City Clerk



CITY OF MORRISON, ILLINOIS USA

ORDINANCE NO. 26-03

**AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR
TO AMEND THE PREVIOUSLY ADOPTED BUDGET FOR CORPORATE PURPOSES
FOR THE CITY OF MORRISON, ILLINOIS
FOR THE FISCAL YEAR COMMENCING ON THE
1ST DAY OF MAY 2025 AND ENDING ON THE
30TH DAY OF APRIL 2026**

ADOPTED BY THE

CITY COUNCIL

OF THE

CITY OF MORRISON

THIS 13th DAY OF APRIL, 2026

Published in pamphlet form by authority of the City Council of the City of Morrison, Illinois,
this 13th day of April, 2026.

ORDINANCE NO. 26-03

**AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR
TO AMEND THE PREVIOUSLY ADOPTED BUDGET FOR CORPORATE PURPOSES
FOR THE CITY OF MORRISON, ILLINOIS
FOR THE FISCAL YEAR COMMENCING ON THE
1ST DAY OF MAY 2025 AND ENDING ON THE
30TH DAY OF APRIL 2026**

WHEREAS, The Illinois Municipal Code provides for the development and publishing of an annual budget at 65 ILCS 5/8-2-9.1 et seq. and the passage thereof at 65 ILCS 5/8-2-9.4; and,

WHEREAS, The City Council of the City of Morrison, Illinois adopted on April 28, 2025, by Ordinance #25-04, an annual budget; and,

WHEREAS, The City Council is authorized under 65 ILCS 5/8-2-9.6 and Section 2-621 of the Codified Ordinances of the City of Morrison, Illinois to delegate authority to make revisions to the annual budget upon a two-thirds vote of the Council; and

WHEREAS, The City of Morrison, Illinois has realized additional revenues and unexpected expenses within the budget plan; and

WHEREAS, the City Administrator for the City of Morrison, Illinois, in his capacity as Budget Officer, has requested authority from the Mayor and City Council to amend the budget plan, to provide for inclusion of the additional revenues and unexpected expenses and if necessary to reallocate monies between funds.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF MORRISON, as follows:

SECTION 1: The preambles to this Ordinance are true and correct and are hereby incorporated in this Ordinance as if fully set forth in this Section 1.

SECTION 2: The City Administrator is authorized to amend the Budget adopted on April 28, 2025, contained within Ordinance #25-04, in the manner reflected on attached Exhibit A. Exhibit A is expressly incorporated into and made a part of this Ordinance.

SECTION 3: All Ordinances and parts of Ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

SECTION 4: The City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 5: This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

PASSED by the Mayor and the City Council of the City of Morrison on the 13th day of April, 2026.

ATTEST:

MAYOR

City Clerk

Alderspersons Voting:

	AYE	NAY	ABSTAIN	ABSENT
Kevin Bruckner Jr.	☐	☐	☐	☐
Seth Buckwalter	☐	☐	☐	☐
Sara Dunne	☐	☐	☐	☐
Sidonna Mahaffey	☐	☐	☐	☐
Todd Schlegel	☐	☐	☐	☐
Vernon Tervelt	☐	☐	☐	☐
Matthew Tichler	☐	☐	☐	☐
Vacancy	☐	☐	☐	☐

EXHIBIT A
Ordinance 26-03 - Budget Amendments for FY2025-2026 Budget Plan

Budget Line Item	Activity	Budgeted Amount			Funding Source	Justification	Fund	Difference
		Initial	Revised	Difference				
01-11-6510	Expense	-	9,479.31	9,479.31	Fund Balance	Office Furniture for PW Building & Office Supplies	General	58,556.23
01-11-5370	Expense	17,500.00	32,288.33	14,788.33	Fund Balance	Software Project - 1st Payment (Shared Cost)		
01-11-5392	Expense	4,300.00	7,452.00	3,152.00	Fund Balance	Technology Assessment on Network (Shared Cost)		
01-41-8920	Expense	-	5,422.59	5,422.59	Fund Balance	Installed Load Vibrators on 2 Dump Trucks		
01-43-5170	Expense	4,500.00	30,214.00	13,239.00	Fund Balance	Sports Complex Entrances - Additional Fencing		
01-43-5170	Expense	-	-	7,975.00	Fund Balance	Roof Replacement - Water Works Park Shelter		
01-43-5170	Expense	-	-	4,500.00	Fund Balance	Additional Field Treatments		
04-04-8605	Added Line Item	-	57,430.00	-	NA	Crocker Bridge Project - Land Acquisition & Construction	1% Sales Tax	117,206.16
04-04-8605	Expense			21,865.00	Fund Balance	Property Purchase - McDonnells		
04-04-8605	Expense			24,015.00	Fund Balance	Property Purchase - Browns		
04-04-8605	Expense			11,550.00	Fund Balance	Property Purchase - MCUSD #6		
04-04-8610	Expense	300,000.00	359,776.16	59,776.16	Fund Balance	Change Order on South Genesee Street Project		
26-26-8950	Expense	67,765.00	103,018.94	35,253.94	Fund Balance	Purchased Code Enforcement Truck	PW Capital	35,253.94
50-81-5392	Expense	2,500.00	5,652.00	3,152.00	Fund Balance	Technology Assessment on Network (Shared Cost)	Sewer	(858,682.26)
50-81-3446	Income	1,271,782.00	395,159.40	(876,622.60)	IL DCEO Grant	Scope of Sewer Lining Project Changed		
50-81-5370	Expense	12,000.00	26,788.34	14,788.34	Fund Balance	Software Project - 1st Payment (Shared Cost)		
50-81-8900	Expense	1,271,782.00	395,159.40	(876,622.60)	NA	Change Order on Sewer Lining Project		
51-80-5392	Expense	1,000.00	4,152.00	3,152.00	Fund Balance	Technology Assessment on Network (Shared Cost)	Water	3,152.00
61-61-9280	Expense	57,000.00	135,111.47	78,111.47	Fund Balance	Public Works Building Roof Replacement	Capital	78,111.47

City of Morrison, Illinois

Project Planning

WATER INFRASTRUCTURE

Updated: February 2026 ≡≡≡ Last Approved: March 2025

Phase	Project	Year	Cost	Description & Notes	Funding Source
I	Main Street Project Water main & services	2021	\$1,154,744	A component of the Main Street Improvement Project. Also see Streets Worksheet - Main - Downtown Project	EPA Loan <i>Loan# L173473</i>
II	Water Meter Repl. & 30 to Wall Loop	2022	\$1,079,772	Upgrades water meters to eliminate the practice of collecting meter readings and allow City Hall to collect data with a wireless network. Also connects water main from Milnes Drive to West Wall Street.	EPA Loan 400k Forgiveness <i>Loan# L173474</i>
III	IL RT 78 - Water Main & Loops	2023	\$1,456,000	Water main infrastructure in preparation for IDOT's project to reconstruct IL RT 78 South. Water loops include Carolyn Dr to Jackson, Randall to Hilltop and Prairie View Ct to Genesee Ave.	EPA Loan 50% Forgiveness <i>Loan# L173475</i>
IV	600/700 BLK W Wall & Larch Watermain	2025	\$548,572	Water main, 13 residential service lines and removing dead-end line in alley west of Larch Street (GE Plant). Elm-Maple Loop 2024 by City Staff	ARPA Funding <i>Paid - No Loan</i>
V	Water Tower & Well 4	TBD	\$1,300,000	Adds aerator & mixer to water tower, extend & repair fill pipe Generator for Well 4	EPA Loan TBD
VI	East Main & Loop	TBD	\$1,200,000	Completes and connects the 10" water main from new line at Main/Clinton to Jackson. Includes water loop for North Orange - Genesee - High Repairs/replaces the valves at Prospect & Orange	TBD
VII	West Main	TBD	\$605,000	Water main connects Orange to Heaton with 8" line	TBD
	US RT 30 - Lincolnway Corridor	TBD	\$4,265,000	Water main, hydrants and service line replacements for IDOT reconstruction North Jackson Street to Milnes Drive (w/ sewer add'l \$1.9 m)	TBD
	Well 5	2027	113k - 263k	Rehabilitation to Well 5 casing and pump	Fund Balance
	Lead Service Lines	TBD	TBD	Inventory List and Replacement Plan	TBD

City of Morrison, Illinois

Project Planning

STREETS

Updated: February 2026 ≡≡≡ Last Approved: September 2025

Location Description	Notes	Fiscal Year Completed	Actual Cost	Estimated Cost	Funding Source
S Cherry/N Heaton/N Jackson	Wall to Winfield/30 to RR/Knox to RR	2023	\$379,400		Rebuild IL Funds/MFT
Sports Complex	Parking Lot & Paths Sealcoated	2023	\$33,067		1% Sales Tax
Genesee & Lincolnway	NE Quadrant of Intersection	2025	\$26,619		1% Sales Tax
Academic Drive Sidewalk	Portland Ave. to Junior High School	2025	\$51,900		1% Sales Tax
Alley Improvements	All pulverized, aggregate/compacted	2025	\$94,323		1% Sales Tax
South Genesee	RR to Winfield	2026	\$359,776		1% Sales Tax
<i>S Clinton @ E South</i>	<i>NW corner catch basin, sidewalk approach & curb</i>				
<i>N Genesee @ Market St & RR</i>	<i>East side curb & sidewalk to RR</i>				
Genesee Court (Crocker) Bridge	City portion of project (\$3 million)	2027		\$358,363	1% Sales Tax
South Orange	RR to Winfield			\$400,000	1% Sales Tax / MFT
South Heaton	RR to Fairway Dr (Winfield)			\$414,000	1% Sales Tax/ MFT
South Heaton	RR Grade Crossing	1/15/2026		\$480,000	ICC & IDOT Grants Applied
North Jackson	Knox to Hazel			\$450,000	1% Sales Tax / MFT
North Genesee	High to Orange			\$200,000	1% Sales Tax / MFT
South Jackson	RR to Elm (400 & 500 blocks of Maple Ave)			\$300,000	1% Sales Tax / MFT
South Jackson	RR Grade Crossing	1/15/2026		\$530,000	ICC & IDOT Grants Applied
South Base	RR to Winfield			TBD	1% Sales Tax / MFT
East Main (Clinton to Jackson)	w/ Water Phase V - full reconstruction	Ph 1 2027		\$1,350,700	IDOT Local Roads
West Main (Orange to Heaton)	w/ Watermain - full reconstruction	Ph 1 2027		\$1,100,000	IDOT Local Roads
West Wall (brick portion)	Hall to Heaton/northside PL reconst.			\$560,000	1% Sales Tax / MFT
Glenwood	All of			\$350,000	1% Sales Tax / MFT
Diamond Court	All of			\$150,000	1% Sales Tax / MFT
Winfield	Orange to Fairway Dr (Heaton)			\$250,000	1% Sales Tax / MFT
French Creek to Sawyer	w/ Sawyer Rd Bridge & RR grade crossing			\$1,500,000	Shared - County
Jenkrans	All of			\$75,000	1% Sales Tax

Morrison, Illinois USA

Budget Plan

Fiscal Year 2027

Presented: Draft, March 23, 2026



Mayor Scott Vandermyde

City Clerk Mike Hemmer

Alderpersons:

Ward 1 - Sidonna Mahaffey & Vacancy

Ward 2 – Seth Buckwalter & Todd Schlegel

Ward 3 – Sara Dunne & Vernon Tervelt

Ward 4 - Kevin Bruckner Jr. & Matthew Tichler

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City of MORRISON

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FY27 Budget Plan Summary

To: Mayor Vandermyde and City Council Members
From: City Administrator Brian Melton
Date: April 27, 2026
Subject: **Budget Plan FY27**

The City of Morrison's Budget Plan for Fiscal Year 2027 represents expenditures of just over \$ 7 million, of which 81% is personnel and operating costs, 3% is capital projects, and 16% is debt service. Revenues are estimated at \$ 6.8 million. Morrison continues to experience increased revenue in areas such as State Sales Tax, State Income Tax, and Local Sales Tax. For preparing the FY27 Budget, these revenue increases are considered anomalous yet conservative. In several of the special funds, the budget plan reflects deficit spending. This spending is due to specific projects utilizing fund balances as planned. There is no deficit spending for annual operational expenses in the General Fund.

The City of Morrison is proud to maintain its A+ S&P Bond Rating, which is proof of its ongoing and strong commitment to being fiscally responsible.

The Budget Plan for FY27 represents continued and significant investment in the community through continued asset and fleet management, as well as infrastructure and utility improvements. Your city administration and staff continue to be productive and look forward to some of the much-needed projects during FY27!

FY27 Projects & Highlights:

- ✓ Continued consideration of a Tax Increment Financing District
- ✓ Renovations to City Hall
- ✓ Transition to New Software Solution for Utility Billing, Payroll, Accounts Payable and Community Services
- ✓ Upgrades to Technology Infrastructure for City Operations
- ✓ Blower Replacement Project at the Wastewater Treatment Plant
- ✓ Solar System at the Wastewater Treatment
- ✓ Replacement of a Police Vehicle
- ✓ New Bridge Construction at Genesee Court (Rock Creek)
- ✓ Multi-Use Recreation Path (Pending Grant Award)
- ✓ Pickleball Courts (Pending Grant Award)

Respectfully Submitted By:

Brian R. Melton
City Administrator

SUMMARY OF FUNDS & FUND BALANCE GUIDELINES

General Purpose of Fund Balance Guidelines

The City of Morrison's overall objective is to practice financial responsibility and maintain stability, while providing excellent public services to the community. The City of Morrison shall strive to maintain adequate unreserved funds in its continual efforts to meet such objective. The City Council and City Administrator shall review fund balance on an ongoing basis as needed to meet the short and long-term needs of the community.

Adequate unreserved fund balances are determined by the consideration of the following conditions:

- ✓ Provide sufficient cash flow for daily needs
- ✓ Secure, maintain and even improve upon its investment bond ratings
- ✓ Offset economic downturns
- ✓ Provide funds for unforeseen and emergency expenditures

Using Minimum Fund Balance. The use of Minimum Fund Balance is limited to emergencies and economic declines. Use of minimum fund balance shall be temporary. Replenishing a fund back to minimum levels shall be a priority.

Allocating Surplus Reserves. In the event unreserved fund balance exceed minimally required levels, the surplus amount shall first be considered for transfer to capital funds, debt service, economic development, or other one-time expenditures that do not increase the city's operating costs.

The specific guidelines for fund balances are included in each of the funds summarized in this document (below).

Summary of Funds

GENERAL FUND

The General Fund contains the following operational elements and allocates expenditures to the following departments: Administration, City Clerk, Legislative, Public Safety, Street Department, Grove Hill Cemetery, Economic Development, and Parks and Recreation.

The City shall strive to maintain an adequate unreserved General Fund Balance equal to no less than 25% of budgeted fiscal year General Fund expenditures.

1. **Administration** – Administration represents the collective services provided by the office of City Administrator, such as general management, financial operations, utility system support, and clerical/record keeping. Specific staff responsibilities include: financial, human resources, risk management, information technology, general accounting, collective bargaining, public information, planning, utility billing, and multi-departmental support including zoning, historic preservation, Grove Hill Cemetery, and economic development.
2. **City Clerk** - The City Clerk is an elected position, and as such, carries out duties per Illinois State Statute and Local Code including, but not limited to: official custodian of records and the city seal, clerk to the city council, recorder and issuer of various permits, licenses, and certificates.

3. **Legislative** – Legislative is a relatively minor element in terms of budgetary requirements. The department is a central element in the overall operation and management of municipal services. Having primary responsibility for public policy formulation and management, the Mayor and Council provide the framework within which municipal services function. It is the Mayor and Council, acting in their combined executive-legislative capacity, which set forth the goals and objectives toward which day to day operations and capital development programs are directed. The department also represents the services of the City Attorney.
4. **Public Safety** – Police services are provided on a 24-hour basis by a staff of 8 full-time officers, including the Chief. In 2019, the City of Morrison partnered with the Morrison School District on the creation of a School Resource Officer (SRO). The department utilizes part-time officers on a limited, as needed basis. In addition to general law enforcement, crime prevention/investigation, traffic enforcement, the department is engaged in local code enforcement, patrol, community outreach and relationship building.
5. **Street Department** – The Street Department includes labor, general operations, and maintenance of the streets and roadways. Under the general direction of the Superintendent of Streets and Parks, this includes all maintenance of streets and rights-of-way, snow removal, street sweeping, tree trimming and removal, maintenance of storm sewers, equipment maintenance, and building maintenance.
6. **Grove Hill Cemetery** – The cemetery is under the general direction of the Superintendent of Streets and Parks, and staffed by two full-time employees and seasonal staff as needed. Staff assists in the location and selection of burial plots, limited digging of graves, coordination with funeral directors, and the care and maintenance of the 30-acre cemetery, sexton's building, and associated equipment and vehicles.
7. **Parks and Recreation** – Parks and Recreation encompasses 85 acres of vast parkland, including the Sports Complex, French Creek Park, Waterworks Park, Kelly Park, and Kiwanis Park, all under the general direction of the Recreation Services Director. Staff, both full-time and seasonal tend to the grounds, manage the buildings, equipment, and machinery. The department facilitates numerous adult and youth leagues and programs at the Sports Complex. The city provides, maintains, and prepares playing fields for Morrison Community School District Softball and Baseball, Morrison Youth Baseball and Softball, and Morrison Junior Tackle. The City facilitates various other programs such as T-Ball, Soccer, Flag Football, and community events.
8. **Economic Development** – This department within the General Fund is being replaced with the Economic Development Fund. Please refer to that fund for Economic Development.

SPECIAL REVENUE FUNDS

1. ***Audit Fund*** - A restricted fund to account for the property taxes and expenses associated with the city's annual audit and financial report. (65 ILCS 5/8-8-8)
2. ***Street Light Fund*** - A restricted fund used for the lighting and maintenance of the city's street lights. The statutory cap on the levy prohibits the full cost of the lighting expense. The balance is from the Motor Fuel Tax Fund. (65 ILCS 5/11-80-5)
3. ***Veteran's Memorial Park Fund*** - Originally established in 2001, this fund accounted for the revenue and expenditures associated with construction of the Veteran's Memorial. Today, the fund serves as the mechanism to finance the engraving of names, maintenance, and the purchase of additional tablets.
4. ***Community Landscaping Fund*** - This fund was established in 2011 due to a generous donation from the Estate of Margie Haines. This fund supports community projects regarding trees, plants and other landscaping. Per language associated with the bequeathed gift, projects are to be identified and executed in partnership with the Morrison Garden Club.
5. ***Illinois Municipal Retirement Fund (IMRF)*** - Coverage under IMRF extends to all city employees who work in excess of 600 hours annually. Employer contributions, which are set by the State, vary in accordance with actuarially determined retirement benefit costs. The calendar year employer contribution rate varies. In calendar year 2024, the City's rate is 5.32% (CY22 was 8.10 and CY23 was 5.51). The employee contribution is set at 4.5%. (40 ILCS 5/7-171)
6. ***Federal Insurance Contributions Act (FICA) Fund*** - Included in this fund is the city's share of Social Security and Medicare contributions. The employer's rate is 7.65% (SS 6.20; Medicare 1.45). (40 ILCS 5/21-110)
7. ***Fire Protection Fund*** - Fire protection is provided to the residents of Morrison via an agreement with the Morrison Fire Department. The City Council levies a tax at the request of the department. This fund accounts for tax revenue receipts and disbursements to the fire department as well as annual receipts and disbursements of Foreign Fire Insurance receipts.
8. ***Motor Fuel Tax Fund*** - Revenue is generated via a state collected tax on gasoline and diesel that is distributed to municipalities on a per capita basis. Expenditures from the fund are restricted as to purpose and are subject to approval of the Illinois Department of Revenue. In recent years, the municipal share is approximately \$100 per capita.
9. ***Odell Public Library Fund*** - The city council serves as the legal taxing body on behalf of the library, and levies property taxes at the request of the library board. The board members, appointed by the mayor, have autonomous fiduciary responsibility for the management of the funds. The city's administrative office handles portions of the library's general accounting as well as provides payroll services.
10. ***Tort Insurance Fund*** - This fund is dedicated to pay insurance or self-insurance costs, create reserves, and pay for risk management programs, to pay for legal services in protecting against liability and to pay judgments or settlements. (745 ILCS 10/9-107)
11. ***Drug Traffic Prevention Fund*** - Expenditures from the fund are restricted solely to programs and services targeted at drug abuse prevention and/or awareness. Revenue is derived from court fines imposed in drug related cases.

12. ***Grove Hill Cemetery Perpetual Care Fund*** - This fund serves as the collection point for interest earnings of the Perpetual Care Funds. When a cemetery plot is purchased a portion of the cost is designated for “perpetual care”. Annually, city staff disburses the aggregate perpetual care portion to the Grove Hill Cemetery Board of Trustees. In turn, the Board of Trustees disburses interest earnings to the city.
13. ***Local 1% Sales Tax Fund*** - The local 1% sales tax referendum was approved by Morrison voters in November 2014. The revenue has been prioritized by the city council to be directed toward street improvement projects. This fund also used to meet 2021 Series GO Bonds.
14. ***Tourism Fund*** - This fund was established in 2016 to collect funds to support local tourism. The local hotel/motel tax (5%) is collected annually pursuant to the City’s Municipal Code to support the Tourism Fund.
15. ***Economic Development Fund*** – This fund was established in Fiscal Year 2026 to support local economic development opportunities in collaboration with the Morrison Area Development Corporation, Historic Preservation Commission, Planning and Zoning Commission, and Chamber of Commerce and for the professional services in the consideration and development of Tax Increment Financing and/or Business Development Districts. Sources for funding to support Economic Development may be through portions of local fees collected, unrestricted General Fund balance transfers and grant opportunities and programs.

CAPITAL FUNDS

Capital expenditures are those incurred to acquire or extend the life of capital assets. Capital assets are those with a useful life of typically at least two years.

The City shall prioritize the departmental set-asides based on amortized replacement cost of vehicles and equipment. Proactive allocation limits financing expenses and provides economic stability.

1. ***Police Capital Fund*** - A means of ensuring the city's capacity for meeting the long-term costs of scheduled vehicle and equipment replacements and maintenance for the Police Department. Income is derived from specific court fees, asset forfeiture and seizures, vehicle disposal and annual departmental set-asides based on amortized replacement cost of departmentally operated vehicles and equipment.
2. ***Public Works Capital Fund*** - A means of ensuring the city's capacity for meeting the long-term costs of scheduled vehicle and equipment replacements within Public Works, to include the Water and Sewer Departments. Income is derived from annual departmental set-asides based on amortized replacement cost of departmentally operated vehicles and equipment. This fund is currently not adequately funded. Revenue for this fund comes from interdepartmental transfer from General, Water and Sewer Funds according to the equipment and/or vehicles being replaced.
3. ***Capital Fund*** - The Capital Fund has been established to fund and fiscally manage capital projects other than equipment and vehicles, such as new buildings and other city structures. Revenue for this fund comes from interdepartmental transfers from General, Debt Service, Water, and Sewer Funds.

2016 GENERAL OBLIGATION BOND FUND (DEBT SERVICE)

This fund used to account for the accumulation of resources for the payment of principal, interest, and related costs of debt incurred for construction of the Morrison Sports Complex. Fund revenue is from Utility and Telecommunications Tax receipts. After meeting the annual obligation and ensuring an adequate fund balance of no more than 100% of such annual obligation budgeted, any surplus funds are dedicated to meet capital equipment and vehicle needs.

PROPRIETARY / ENTERPRISE FUNDS

Internal Service Fund

Health Insurance Fund - This fund provides for the collection of transfers from the General, Water, and Sewer Funds to off-set costs associated with employee health benefits as determined by the City Council and through collective bargaining.

Enterprise Funds

1. **Water Fund** - Morrison is served by two wells with a combined capacity of 3.16 million gallons per day. Well 5 was drilled in 2012 to a depth of 1,585' deep and is operated by a 200 hp submersible Byron Jackson pump capable of delivering 9,000 gpm. Well 4 was drilled in 1968 to a depth of 1,769' deep and is currently operated by a 200 hp submersible pump that will deliver 1,300 gpm. Treated water is stored in a 500,000-gallon elevated tank located in Kelly Park. The average daily demand is 509,640 gallons per day. Water is distributed through lines 4", 6", 8", 10" and 12" PVC, ductile iron, and cast-iron mains. The system is flushed annually. Water use is monitored through a city-wide water meter system. There are approximately 1,900 users of the water system.

The City shall strive to maintain unreserved Water Fund Balance equal to no less than 50% of budgeted fiscal year expenditures.

2. **Sewer Fund** - Completed in 2017, the \$16M plant treats an average daily flow of 0.92 MGD with excess flow capacity of 10 MGD. There are approximately 1,740 metered sewer users.

The City shall strive to maintain unreserved Sewer Fund Balance equal to no less than 50% of budgeted fiscal year expenditures.

3. **Refuse Disposal Fund** - The City utilizes contractual services for the weekly curbside collection of household/residential refuse, recyclable materials as well as seasonal yard waste. The current rates are outlined on the fund worksheet.

The City shall strive to maintain unreserved Refuse Disposal Fund Balance equal to no less than 10% of budgeted fiscal year expenditures.

>End of Fund Balance Guidelines & Summary of Funds<

VEHICLE & EQUIPMENT REPLACEMENT GUIDELINES

Objectives

1. Provide funds for vehicle and equipment replacement in advance of need.
2. Efficiently manage the outflow of capital funding and the rotation of vehicles.
3. Provide a central point of control to account for all fleet acquisition, utilization, and maintenance.
4. Maximize fleet resources through timely acquisition and disposal of vehicles and equipment.
5. Maintain the appropriate number and types of vehicles in the fleet.
6. Optimize vehicle utilization to include departmental sharing whenever possible.
7. Reduce maintenance costs.
8. Consider viable options for purchasing used vehicles and equipment.

Replacement Guidelines: These replacement guidelines are a financial planning framework for providing an efficient, cost effective and reliable fleet of vehicles and equipment.

Fleet Type	Estimated Useful Life
Police Vehicles	5 - 7
Pickups & One-Ton Trucks	8 - 12
Backhoe/Skid Loader	12 - 15
Small Equipment/Tractor Mowers	5 - 7
Dump Trucks/Street Sweepers/Vac Truck	10 - 20
Trailers, Snow Plows, Salt Spreaders	10 - 15

Replacement Criteria: Annual review to determine replacement benchmarks, maintenance activity, usage level and financial resources/opportunities.

Revenue Source: Annual transfers of surplus utility tax revenue from 2016 G.O. Fund and other existing fund balances at the council's discretion.

Financing: Analyze needs and financial ability to include loans, leases and available grant programs.

City of Morrison, Illinois

Project Planning

WATER INFRASTRUCTURE

Updated: February 2026 ≡≡≡ Last Approved: March 2025

Phase	Project	Year	Cost	Description & Notes	Funding Source
I	Main Street Project Water main & services	2021	\$1,154,744	A component of the Main Street Improvement Project. Also see Streets Worksheet - Main - Downtown Project	EPA Loan <i>Loan# L173473</i>
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	Lead Service Lines	TBD	TBD	Inventory List and Replacement Plan	TBD

City of Morrison, Illinois

Project Planning

STREETS

Updated: February 2026 ≡≡≡ Last Approved: September 2025

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French Creek to Sawyer	w/ Sawyer Rd Bridge & RR grade crossing			\$1,500,000	Shared - County
Jenkrans	All of			\$75,000	1% Sales Tax

City of Morrison, Illinois USA

Chart of Funds

General Fund	Enterprise Funds	Employee Benefits	Restricted Revenue Funds	Capital Funds	Debt Service Fund
Administration	Water	FICA	Audit	Local 1% Sales Tax (Streets)	2016 G.O. Bond
City Clerk	Sewer	IMRF	Street Lighting	Police Capital	
Legislative	Refuse Disposal	Health Insurance	Community Landscaping	Public Works Capital	
Police			Odell Library	Capital	
Streets			Fire Protection		
Grove Hill Cemetery			Drug Prevention & Enforcement		
Parks & Recreation			Tort Insurance		
Emergency Management			Motor Fuel Tax		
Community Room			Grove Hill Perpetual Care		
			Veterans Memorial Park		
			Tourism		
			Economic Development		

Overall Summary of Funds

Fiscal Year 2026

Fund Number & Description		Revenues	Expenses	Difference
1	General	2,194,242	2,184,227	10,015
2	Audit	7,334	7,333	0.63
3	Street Lighting	36,660	26,000	10,660
4	Local 1% Sales Tax (Streets)	451,000	548,026	(97,026)
5	Community Landscaping	5,500	5,500	-
6	Tort Insurance	36,835	36,810	25
7	Tourism	7,500	3,500	4,000
8	Economic Development	30,750	75,000	(44,250)
12	Fire Protection	99,417	99,417	-
14	Refuse Disposal	313,480	300,600	12,880
15	Motor Fuel Tax	191,500	102,000	89,500
16	IL Municipal Retirement Fund (IMRF)	135,079	122,000	13,079
17	Federal Insurance Contributions Act (FICA)	122,543	117,800	4,743
18	Odell Library	263,870	263,870	-
20	Drug Traffic Prevention	200	-	200
24	Police Capital	93,500	91,538	1,962
26	Public Works Capital	110,500	-	110,500
37	Veteran's Memorial Park	200	-	200
46	2016 G.O. Bond	216,500	243,263	(26,763)
50	Sewer	1,304,500	1,514,874	(210,374)
51	Water	903,000	1,034,298	(131,298)
61	Capital	8,000	107,500	(99,500)
74	Grove Hill Cemetery Perpetual Care	2,600	-	2,600
77	Health Insurance	461,250	401,390	59,860
	Overall Total	6,995,959	7,284,946	(288,987)
These funds are for FY 2027 only.				
Some funds may utilize unreserved fund balances for FY 2027 expenditures.				

Revenue - General Fund

REVENUES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
	PROPERTY TAX					
01-10-3110	PROPERTY TAX	140,467	142,085	149,095	161,117	175,801
01-10-3114	PROPERTY TAX CORP FUND-POLICE	42,140	42,625	44,759	48,335	52,740
01-10-3160	ROAD & BRIDGE TAX	35,082	36,198	37,774	41,399	43,055
01-10-3170	ESDA LEVY	1,067	1,023	1,076	1,224	1,266
01-10-3180	CEMETERY LEVY	14,047	14,208	14,940	16,112	17,580
	Total Property Tax	232,803	236,139	247,643	268,186	290,442
	LICENSES & PERMITS					
01-10-3210	LIQUOR LICENSES	18,950	21,675	20,140	2,275	20,200
01-10-3250	FRANCHISE LICENSES (MEDIACOM)	58,426	40,855	34,403	17,666	21,000
01-10-3280	OTHER LICENSES (RAFFLE)	695	710	655	195	500
01-10-3310	BUILDING PERMITS	4,302	9,878	30,997	4,151	2,500
01-10-3380	OTHER PERMITS (SOLICITOR)	1,465	1,900	3,724	3,198	1,500
01-10-3390	GAMING MACHINE LICENSES	12,400	13,350	11,000	1,250	12,250
	Total Licenses & Permits	96,238	88,369	100,920	28,735	57,950
	OTHER TAXES & REVENUE					
01-10-3410	STATE INCOME TAX	660,048	713,106	709,991	690,000	700,000
01-10-3420	REPLACEMENT TAX (PPRT) 49.12%	84,713	63,552	39,020	38,000	38,000
01-10-3445	IDOT MAINTENANCE	2,013	3,150	4,095	0	4,000
01-10-3450	SALES TAX (1%)	555,655	513,354	581,932	696,037	650,000
01-10-3455	USE TAX	166,342	156,038	136,685	34,621	37,000
01-10-3460	GAMING TAX	77,203	84,935	92,272	87,531	90,000
01-10-3465	HOTEL TAX	-	-	-	0	0
01-10-3466	CANNABIS USE TAX	6,432	6,854	6,419	5,576	6,100
01-10-3670	ZONING FEES	2,147	100	860	150	250
01-10-3680	REFUSE COLLECTION 9.5%	29,773	30,871	31,064	26,556	30,600
01-10-3810	INTEREST	19,675	22,516	22,886	28,029	20,000
01-10-3820	COMM RM RENTALS	1,725	1,575	2,650	2,100	2,500
01-10-3821	COMM RM DEPOSITS	-	-	2,500	3,300	3,000
01-10-3870	GRANTS (DCEO)	-	-	-	42,000	100,000
01-10-3890	MISCELLANEOUS REVENUE	447,575	34,068	3,000	9,530	1,000
01-10-3891	CERTIFIED DEATH CERTIFICATES	11,024	10,309	9,540	8,844	9,000
	Total Other Taxes	2,064,324	1,640,428	1,642,915	1,672,275	1,691,450
	FINES & PENALTIES					
01-21-3510	COURT FINES	26,658	16,220	14,225	9,037	10,000
01-21-3515	TOWNSHIP PATROL	1,000	1,000	1,000	1,000	1,000
01-21-3520	ORDINANCE FINES	3,760	3,550	2,510	925	2,500
01-21-3525	TOWING FINES	2,400	1,275	2,400	1,200	2,000
01-21-3530	SCHOOL DISTRICT (SRO)	49,848	26,014	32,790	23,853	36,000
01-21-3531	SRO HEALTH INS REIMB	5,697	2,973	4,218	3,234	5,000
01-21-3532	SRO EQUIPMENT REIMB	15,666	8,176	4,205	8,894	11,000
01-21-3560	DUI FINES	2,605	1,218	904	800	1,000
01-21-3890	MISCELLANEOUS REVENUE	981	-	-	20	1,000
01-21-3892	POLICE REPORTS	6,545	7,105	6,300	5,650	4,000
	Total Fines & Penalties	115,160	67,530	68,552	54,615	73,500
	CEMETERY REVENUE					
01-42-3750	BURIAL FEES	14,345	5,085	23,660	32,025	25,000
01-42-3930	CEMETERY LOT SALES	15,195	15,895	3,960	12,900	7,500
	Total Cemetery Revenue	29,540	20,980	27,620	44,925	32,500
	PARKS & RECREATION FEES					
01-43-3742	COMMUNITY EVENTS	-	-	-	0	
01-43-3743	FLAG FOOTBALL	505	843	605	219	500
01-43-3744	LITTLE LEAGUE (MYBS)	1,995	-	-	0	0
01-43-3745	PARKS & REC FEES	14,300	17,032	16,818	13,048	12,500
01-43-3746	CONCESSIONS	27,557	33,369	32,940	34,895	30,000
01-43-3747	SPORTS COMPLEX BANNERS / ADV	-	3,050	2,325	2,368	2,400
01-43-3748	MISCELLANEOUS REVENUE	1,337	779	730	1,231	500
01-43-3749	FACILITY RENTALS	3,025	3,100	3,750	1,550	2,500
01-43-3830	MEMORIAL DONATIONS	-	1,300	-	0	0
	Total Parks & Recreation Fees	48,719	59,473	57,168	53,311	48,400
	TRANSFERS					
01-91-3990	TRANSFER IN FROM FUND 14 (REFUSE)	25,000	-	-	0	0
	Total Transfers (In)	25,000	-	-	0	0
	TOTAL REVENUES	2,611,783	2,112,919	2,144,817	2,122,046	2,194,242
	Difference from Previous FY Actuals			1.51%	-1.06%	3.40%

Administrative Expenses - General Fund

EXPENSES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-11-4210	SALARIES - FULL TIME	143,008	141,675	146,437	142,483	60,869
01-11-4220	SALARIES - PART TIME	-	81	-	325	750
01-11-4230	SALARIES - OVERTIME	414	318	506	547	7,500
01-11-4240	SICK LEAVE EXCHANGE	-	-	-	-	-
01-11-4720	VEHICLE ALLOWANCE	406	-	-	-	1,800
01-11-5110	MAINT SERVICE - BUILDING	7,143	8,398	7,029	4,838	6,000
01-11-5120	MAINT SERVICE - EQUIPMENT	205	-	-	714	500
01-11-5350	INTERNET	3,600	3,960	15,150	3,642	4,320
01-11-5360	JANITOR SERVICES	2,262	2,140	1,863	-	-
01-11-5370	SOFTWARE / HARDWARE	14,260	15,399	13,842	25,731	30,000
01-11-5390	COPIER SERVICE	3,254	3,131	3,027	2,939	3,500
01-11-5392	COMPUTER SYSTEM MAINT & REPAIR	6,407	16,374	11,501	9,131	50,000
01-11-5480	OTHER PROFESSIONAL SERVICES	614	12,473	4,926	5,899	7,500
01-11-5510	POSTAGE	1,279	745	1,171	784	1,000
01-11-5520	PHONE	9,414	9,938	10,859	12,124	10,000
01-11-5530	PUBLISHING	8,453	5,003	3,096	2,041	2,500
01-11-5540	PRINTING	346	148	1,825	763	1,000
01-11-5610	DUES	2,331	1,057	1,618	2,119	2,000
01-11-5620	TRAVEL / TRAINING	1,150	1,976	898	1,677	2,000
01-11-5650	SUBSCRIPTIONS / PUBLICATIONS	30	114	56	1,084	1,200
01-11-5710	NATURAL GAS	837	870	283	158	-
01-11-6110	MAINT SUPPLIES - BUILDING	1,234	756	1,072	928	1,500
01-11-6510	OFFICE SUPPLIES	6,079	42,604	5,450	9,479	-
01-11-6520	OPERATING SUPPLIES				1,437	7,500
01-11-6532	MINOR EQUIPMENT	216	257	990	298	1,000
01-11-9280	MISCELLANEOUS EXPENSE	20,737	1,860	3,257	2,588	2,500
01-11-9282	MISCELLANEOUS BANKING FEES	859	911	1,020	636	800
01-91-9992	PPRT "past due" TO ODELL	23,886	-	-	-	-
	TRANSFER TO FUND 2 (AUDIT)					3,216
	TRANSFER TO FUND 5 (COMM LNDSCPNG)					3,200
01-91-9990	TRANSFER TO FUND 6 (TORT INS)	3,000	3,000	3,000	3,000	6,300
01-91-9990	TRANSFER TO FUND 8 (ECON DEV)			40,000	40,000	30,000
01-91-9992	TRANSFER TO FUND 77 (HEALTH INS)	15,000	20,000	22,000	22,000	25,000
	TOTAL EXPENSES	261,424	273,189	278,876	275,366	273,455

Legislative Expenses - General Fund

EXPENSES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-12-4310	SALARIES - ELECTED OFFICIALS	4,730	6,350	6,890	7,813	9,000
01-12-5330	LEGAL SERVICE	12,055	9,920	9,048	8,411	10,000
01-12-5331	PROSECUTING - ORD VIOLATIONS	-	-	-	-	-
01-12-5530	PUBLISHING	-	-	96	-	-
01-12-5610	DUES	30	125	-	125	-
01-12-5620	TRAVEL / TRAINING	-	-	-	-	-
01-12-9280	MISCELLANEOUS EXPENSE	60	-	75	-	-
	TOTAL EXPENSES	16,875	16,395	16,109	16,348	19,000

City Clerk Expenses - General Fund

EXPENSES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-13-4310	SALARIES - ELECTED OFFICIALS	1,800	1,950	2,000	2,000	2,500
01-13-5570	ORDINANCE CODIFICATION	2,997	4,908	4,040	3,966	5,000
01-13-5610	DUES	25	100	-	-	-
01-13-5620	TRAVEL / TRAINING	-	-	-	-	-
01-13-9250	STATE C C FEES	3,744	4,775	3,788	4,719	5,000
01-13-9280	MISCELLANEOUS EXPENSES	-	-	200	221	-
	TOTAL EXPENSES	8,566	11,733	10,028	10,906	12,500

Police Expenses - General Fund

EXPENSES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-21-4210	SALARIES - FULL TIME	487,607	484,810	551,420	572,949	632,785
01-21-4220	SALARIES - PART TIME	113	2,310	7,095	17,939	15,000
01-21-4230	SALARIES - OVERTIME	34,308	49,602	52,380	45,347	40,000
01-21-4240	SICK LEAVE EXCHANGE	-	-	-	-	-
01-21-5120	MAINT SERVICE - EQUIPMENT	1,876	1,153	636	351	1,000
01-21-5130	MAINT SERVICE - VEHICLE	9,605	33,093	12,559	26,360	10,000
01-21-5370	SOFTWARE / HARDWARE	6,353	9,578	889	3,300	7,000
01-21-5470	ANIMAL CONTROL SERVICE	1,000	1,000	1,100	1,200	1,200
01-21-5480	OTHER PROFESSIONAL SERVICES	9,235	15,890	7,373	16,482	19,000
01-21-5510	POSTAGE	-	41	45	88	100
01-21-5520	PHONE	93	565	-	60	-
01-21-5540	PRINTING	-	113	-	-	-
01-21-5560	DISPATCHING	-	-	-	5,135	-
01-21-5610	DUES	650	405	523	151	250
01-21-5620	TRAVEL / TRAINING	4,248	(1,212)	3,257	(2,207)	5,000
01-21-5650	SUBSCRIPTIONS / PUBLICATIONS	387	2,817	817	159	500
01-21-6150	MINOR EQUIPMENT	64,706	8,223	4,231	7,044	15,000
01-21-6220	FIREARMS / AMMUNITION	-	2,873	1,602	6,185	4,000
01-21-6510	OFFICE SUPPLIES	733	478	1,843	234	-
01-21-6520	OPERATING SUPPLIES	4,076	2,234	6,986	4,774	6,000
01-21-6550	AUTOMOTIVE FUEL / OIL	25,754	22,330	21,960	17,289	21,000
01-21-6590	UNIFORMS	11,114	7,895	5,443	13,597	8,000
01-21-8400	TRANSFER TO FUND 24 (PD CAP)	31,294	-	-	350	-
01-21-9280	MISCELLANEOUS EXPENSE	324	143	3,070	1,051	500
01-21-9520	VEHICLE REPLACEMENT SET ASIDE	-	-	400	-	-
01-91-9990	TRANSFER OUT TO FUND 77 (HEALTH)	65,000	80,000	84,000	84,000	98,000
01-91-9990	TRANSFER OUT TO FUND 24 (PD CAP)		50,000	-	-	30,000
	TOTAL EXPENSES	758,476	774,340	767,629	821,837	914,335

Salaries - Part Time: Includes Code Enforcement Officer (900 hours per year at \$25 per hour)

Emergency Management Expenses - General Fund

EXPENSES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-22-5190	MAINT SERVICE - WARNING SYSTEM	466	630	515	535	556
01-22-5480	MASS NOTIFICATION SYSTEM (1/3)	976	1,035	1,107	-	-
	TOTAL EXPENSES	1,442	1,664	1,622	535	556

Community Room Expenses - General Fund

EXPENSES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-31-4220	SALARIES - PART TIME	489	539	735	641	1,000
01-31-5110	MAINT SERVICE - BUILDING	5,828	2,481	4,467	9,075	2,000
01-31-5180	MAINT SERVICE - HVAC	2,781	853	2,539	950	800
01-31-5200	COMM RM DEPOSIT REFUND			900	3,650	3,000
01-31-5520	PHONE	40	41	(41)	(16)	-
01-31-6110	MAINT SUPPLIES - BUILDING	1,579	1,015	2,019	4,385	1,500
	TOTAL EXPENSES	10,718	4,929	10,619	18,685	8,300

Street Expenses - General Fund

EXPENSES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-41-4210	SALARIES - FULL TIME	91,366	94,344	104,605	98,433	153,969
01-41-4220	SALARIES - PART TIME	-	6,286	-	-	8,000
01-41-4230	SALARIES - OVERTIME	4,709	5,865	3,742	6,531	8,000
01-41-4240	SICK LEAVE EXCHANGE	-	-	-	-	-
01-41-5110	MAINT SERVICE - BUILDING	988	6,158	2,782	3,372	3,000
01-41-5120	MAINT SERVICE - EQUIPMENT	9,944	5,707	23,407	13,575	2,500
01-41-5130	MAINT SERVICE - VEHICLE	32,038	12,351	4,083	6,911	8,500
01-41-5140	MAINT SERVICE - STREETS	1,174	20,484	8,718	-	-
01-41-5160	MAINT SERVICE - SNOW REMOVAL	-	30,730	6,380	22,140	25,000
01-41-5250	TREE TRIMMING / REMOVAL	18,540	21,840	10,235	-	15,000
01-41-5350	INTERNET	-	-	-	2,659	4,800
01-41-5370	SOFTWARE / HARDWARE	-	600	-	-	-
01-41-5520	PHONE	1,010	583	1,399	58	-
01-41-5610	DUES	100	100	100	100	100
01-41-5620	TRAVEL / TRAINING	698	1,043	197	479	500
01-41-5710	NATURAL GAS	5,579	5,885	8,239	7,164	6,500
01-41-5722	TRAFFIC LIGHTS MAINTENANCE	5,770	3,916	-	-	-
01-41-5760	UTILITIES (ELECTRICITY)	(131)	1,794	4,716	4,459	5,300
01-41-5810	DRUG TESTING	277	282	-	250	500
01-41-6110	MAINT SUPPLIES - BUILDING	1,280	3,742	1,831	8,781	4,000
01-41-6120	MAINT SUPPLIES - EQUIPMENT	5,710	1,380	7,603	6,770	3,000
01-41-6130	MAINT SUPPLIES - VEHICLE	1,707	2,066	1,202	1,807	2,000
01-41-6140	MAINT SUPPLIES - STREETS	21,071	28,798	30,072	17,658	22,000
01-41-6142	MAINT SUPPLIES - SAFETY EQUIPMENT	-	424	-	467	500
01-41-6510	OFFICE SUPPLIES	19	-	-	-	-
01-41-6520	OPERATING SUPPLIES	1,670	9,600	8,484	5,023	3,500
01-41-6530	SMALL TOOLS	1,550	1,579	3,259	1,702	1,500
01-41-6550	AUTOMOTIVE FUEL / OIL	23,596	20,638	19,837	16,161	20,000
01-41-6590	UNIFORMS	1,790	4,111	1,321	1,500	2,000
01-41-8620	SIDEWALK PROGRAM 50-50	1,161	920	857	1,225	1,500
01-41-8920	EQUIPMENT & VEHICLES	16,040	-	-	5,423	-
01-41-8970	RADIOS	-	1,398	-	-	-
01-41-9280	MISCELLANEOUS EXPENSE	6,643	7,915	4,304	3,176	1,000
01-91-9990	TRANSFER OUT TO FUND 04 (1%)	-	100,000	-	-	-
01-91-9990	TRANSFER OUT TO FUND 26 (PW CAP)	35,602	50,000	-	-	-
01-91-9990	TRANSFER OUT TO FUND 61 (CAP)	-	100,000	-	-	-
01-91-9990	TRANSFER TO FUND 77 (HEALTH INS)	25,000	35,000	37,000	37,000	44,000
	TOTAL EXPENSES	314,900	585,542	294,374	272,821	346,669

Grove Hill Cemetery Expenses - General Fund

EXPENSES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-42-4210	SALARIES - FULL TIME	101,740	127,851	133,553	126,044	111,131
01-42-4220	SALARIES - PART TIME	33,329	16,760	18,133	74,459	25,000
01-42-4230	SALARIES - OVERTIME	2,814	449	801	943	2,000
01-42-4240	SICK LEAVE EXCHANGE	-	-	-	-	-
01-42-5120	MAINT SERVICE - EQUIPMENT	7,496	869	4,152	1,430	2,000
01-42-5130	MAINT SERVICE - VEHICLES	1,565	329	114	19	1,000
01-42-5520	PHONE	-	-	-	-	-
01-42-5710	NATURAL GAS	2,966	2,037	2,362	2,547	2,500
01-42-6110	MAINT SUPPLIES - BUILDING	189	131	-	-	1,000
01-42-6120	MAINT SUPPLIES - EQUIPMENT	9,280	1,899	1,687	3,437	2,500
01-42-6130	MAINT SUPPLIES - VEHICLE	591	59	82	-	500
01-42-6142	MAINT SUPPLIES - SAFETY EQUIPMENT	152	-	-	-	250
01-42-6520	OPERATING SUPPLIES	1,800	1,117	7,201	2,084	2,750
01-42-6530	SMALL TOOLS	1,507	2,650	1,168	99	1,000
01-42-6550	AUTOMOTIVE FUEL / OIL	3,379	5,095	5,862	6,398	7,000
01-42-6590	UNIFORMS	504	1,500	-	750	1,000
01-42-8730	EQUIPMENT & VEHICLES	8,677	29,499	24,386	3,040	20,000
01-42-8830	LOAN PAYMENT TO BOARD OF TRUSTEES	11,500	-	23,000	11,500	11,500
01-42-9230	RECORD DEEDS	535	492	264	540	600
01-42-9280	MISCELLANEOUS EXPENSE	7,051	6,475	150	1,650	500
01-42-9991	TRANSFER OUT TO FUND 37 (MEM PK)	1,000	-	-	-	-
01-91-9990	TRANSFER OUT TO FUND 26 (PW VEH)	38,100	-	-	-	-
01-91-9990	TRANSFER OUT TO FUND 77 (HEALTH INS)	20,000	30,000	31,000	31,000	35,000
01-91-9990	TRANSFER OUT TO FUND 74 (PER CARE)	-	-	-	-	-
	TOTAL EXPENSES	254,173	227,213	253,916	265,941	227,231
Loan from Perpetual Care Fund for \$115k; 10yrs; 0% cemetery road improvements (Council action on 10-12-21).						

Parks and Recreation Expenses - General Fund

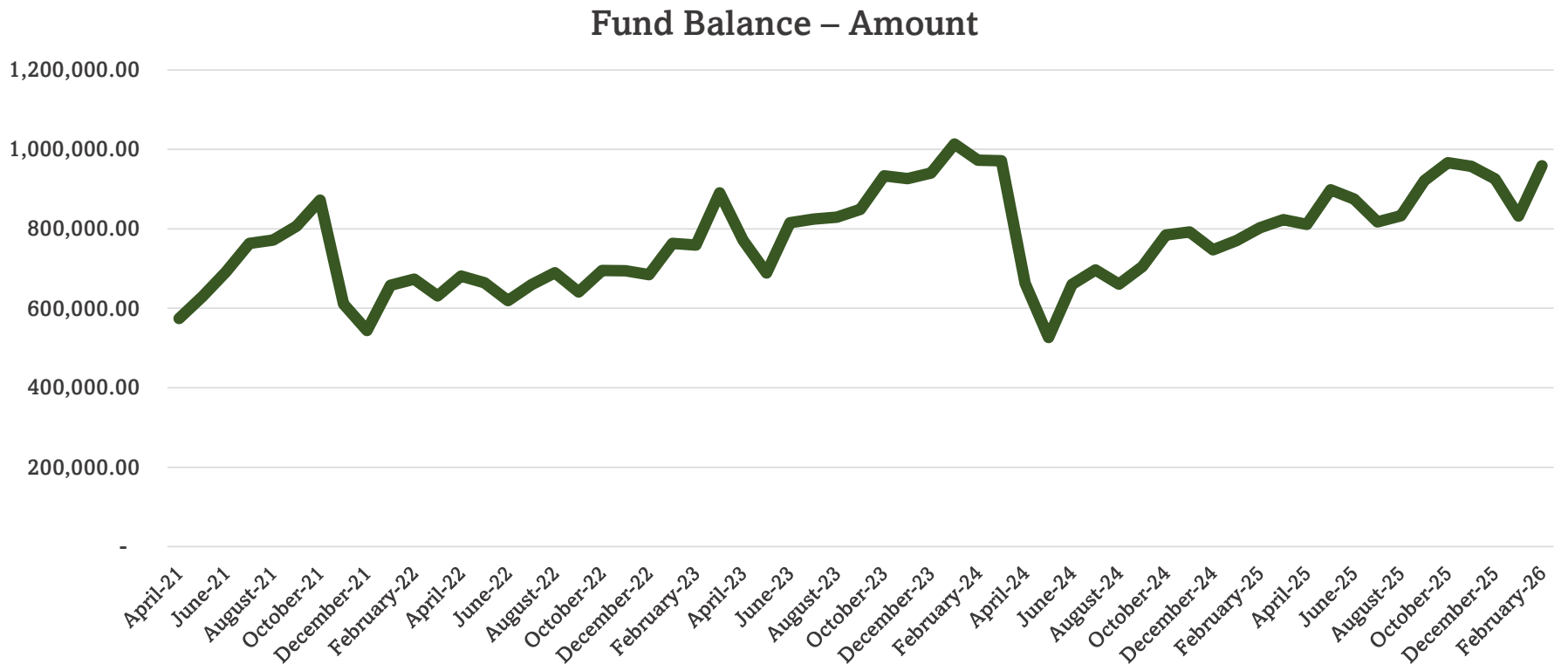
EXPENSES	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-43-4210	SALARIES - FULL TIME	55,707	64,733	108,719	101,736	149,531
01-43-4220	SALARIES - PART TIME	56,744	76,700	59,027	6,137	35,000
01-43-4230	SALARIES - OVERTIME	96	214	-	-	-
01-43-4240	SICK LEAVE EXCHANGE	-	-	-	-	-
01-43-5110	MAINT SERVICE - BUILDING	24,655	7,323	5,460	5,113	5,200
01-43-5120	MAINT SERVICE - EQUIP	3,379	4,362	1,468	2,823	2,500
01-43-5130	MAINT SERVICE - VEHICLE	360	576	2,249	30	500
01-43-5170	MAINT SERVICE - GROUNDS	34,074	14,091	40,285	31,191	6,500
01-43-5270	PORTABLE RESTROOM RENTAL	2,805	3,315	4,580	4,040	4,800
01-43-5480	OTHER PROFESSIONAL SERVICES	-	5,000	-	-	-
01-43-5520	PHONE	-	-	-	-	-
01-43-5620	TRAVEL / TRAINING	331	704	49	65	250
01-43-5760	UTILITIES (ELECTRICITY)	6,062	11,699	14,972	10,970	13,000
01-43-5710	NATURAL GAS	320	-	-	-	-
01-43-5800	USSSA TOURNAMENT ASSOC FEES	-	-	-	-	-
01-43-6110	MAINT SUPPLIES - BUILDING	4,679	1,042	637	673	1,000
01-43-6120	MAINT SUPPLIES - EQUIPMENT	106	1,306	834	805	1,000
01-43-6142	MAINT SUPPLIES - SAFETY EQUIPMENT	32	344	-	-	250
01-43-6520	OPERATING SUPPLIES	8,369	8,647	6,325	3,963	4,500
01-43-6538	CONCESSION SUPPLIES	14,789	17,939	19,519	14,806	17,000
01-43-6539	CONCESSIONS SALES TAX DUE	1,924	2,463	3,081	2,905	3,400
01-43-6540	UMPIRES	4,620	-	-	150	500
01-43-6542	TOURNAMENT AWARDS	6,307	8,686	10,563	7,849	8,000
01-43-6550	AUTOMOTIVE FUEL / OIL	1,305	751	1,591	363	500
01-43-6570	MAINTENANCE SUPPLIES FIELDS	7,212	4,202	10,003	9,542	5,000
01-43-6590	UNIFORMS	723	-	182	-	500
01-43-8000	SPORTS COMPLEX EQUIPMENT	-	37,445	15,865	4,607	-
01-43-8900	PARK INFRASTRUCTURE	63,266	-	-	120	100,000
01-43-8901	CONCESSION EQUIPMENT	881	832	145	-	750
01-43-9280	MISCELLANEOUS EXPENSE	1,612	1,472	1,745	2,227	1,000
01-43-9282	MISC BANKING CHARGES	-	-	-	-	-
01-43-9281	COMMUNITY EVENTS	-	-	-	1,901	2,500
01-91-9990	TRANSFER OUT TO FUND 77 (HEALTH INS)	10,000	16,000	16,000	16,000	19,000
	TOTAL EXPENSES	310,358	289,846	323,297	228,016	382,181
FY26 - Park Infrastructure is DCEO Grant for Pickleball Courts - Water Works Park						

General Fund Summary

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
01-00	GENERAL FUND REVENUES	2,611,783	2,112,919	2,144,817	2,122,046	2,194,242
	TOTAL REVENUES	2,611,783	2,112,919	2,144,817	2,122,046	2,194,242
	EXPENSES					
01-11	ADMINISTRATIVE	261,424	273,189	278,876	275,366	273,455
01-12	LEGISLATIVE	16,875	16,395	16,109	16,348	19,000
01-13	CITY CLERK	8,566	11,733	10,028	10,906	12,500
01-21	POLICE	758,476	774,340	767,629	821,837	914,335
01-22	ESDA	1,442	1,664	1,622	535	556
01-31	COMMUNITY ROOM	10,718	4,929	10,619	18,685	8,300
01-41	STREET DEPARTMENT	314,900	585,542	294,374	272,821	346,669
01-42	CEMETERY	254,173	227,213	253,916	265,941	227,231
01-43	PARKS & REC	310,358	289,846	323,297	228,016	382,181
01-62	ECONOMIC DEVELOPMENT	5,000	5,000	25,237	5,000	-
	TOTAL EXPENSES	1,941,931	2,189,852	1,981,708	1,915,456	2,184,227
	<i>Beginning Balance</i>		771,358	694,424	857,534	1,064,124
	TOTAL REVENUE		2,112,919	2,144,817	2,122,046	2,194,242
	TOTAL EXPENSES		2,189,852	1,981,708	1,915,456	2,184,227
	SURPLUS/ (DEFICIT)		(76,933)	163,109	206,591	10,015
	<i>Ending Balance</i>		694,424	857,534	1,064,124	1,074,139

General Fund – Fund Balance Trend

City of Morrison, Illinois USA



REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
02-20-3110	PROPERTY TAX	6,855	6,877	5,438	7,089	3,868
02-20-3810	INTEREST	380	729	603	413	250
02-91-3990	TRANSFER FROM FUND 01 (GEN)					3,216
	TOTAL REVENUES	7,235	7,606	6,041	7,502	7,334
EXPENSES						
02-00-5310	ACCOUNTING SERVICE / AUDIT	6,466	6,800	7,967	7,333	7,333
	TOTAL EXPENSES	6,466	6,800	7,967	7,333	7,333
	<i>Beginning Balance</i>		14,874	15,680	13,754	13,922
	TOTAL REVENUE		7,606	6,041	7,502	7,334
	TOTAL EXPENSES		6,800	7,967	7,333	7,333
	SURPLUS / (DEFICIT)		806	(1,926)	169	0.63
	<i>Ending Balance</i>		15,680	13,754	13,922	13,923
Shared cost (1/3) of annual audit with Water, Sewer & Audit Funds. FY26 Audit is \$22,000 (paid in FY27)						

Street Lighting Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
03-03-3110	PROPERTY TAX	28,093	28,417	29,820	32,223	35,160
03-03-3810	INTEREST	1,112	1,971	1,697	1,498	1,500
03-03-3890	MISCELLANEOUS REVENUE	11,647	-	-		-
	TOTAL REVENUES	40,853	30,388	31,516	33,721	36,660
	EXPENSES					
03-03-5720	STREET LIGHTING	-	-	-	-	-
03-03-5721	STREET LIGHT MAINTENANCE	1,087	7,816	2,995	-	3,500
03-91-9990	TRANSFER OUT TO FUND 04 (1%)	26,000	26,000	26,000	26,000	26,000
	TOTAL EXPENSES	27,087	33,816	28,995	26,000	29,500
	<i>Beginning Balance</i>		45,541	42,113	39,591	47,312
	TOTAL REVENUE		30,388	31,516	33,721	36,660
	TOTAL EXPENSES		33,816	28,995	26,000	29,500
	SURPLUS / (DEFICIT)		(3,428)	2,521	7,721	7,160
	<i>Ending Balance</i>		42,113	39,591	47,312	54,473
Transfer Out to Fund 04 - Main Street Project Debt Service 2021						

Local 1% Sales Tax (Streets) Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
04-04-3450	ADD'L 1% LOCAL SALES TAX	309,978	318,259	335,588	422,794	400,000
04-04-3810	INTEREST	16,819	34,874	42,707	26,049	25,000
04-91-3990	TRANSFER IN FROM FUND 01 (GEN)		100,000	-	-	-
04-91-3990	TRANSFER IN FROM FUND 03 (ST LIGHT)	26,000	26,000	26,000	26,000	26,000
	TOTAL REVENUES	352,797	479,133	404,294	474,843	451,000
	EXPENSES					
04-04-5320	ENGINEERING SERVICES	3,625	41,528	29,842	34,094	30,000
04-04-8605	BRIDGE PROJECT (added July 2025)				57,430	331,000
04-04-8610	STREET IMPROVEMENTS	30,167	13,489	172,842	359,776	36,926
04-04-8611	PAVEMENT SEALING & MARKING		33,067	-	-	20,000
04-04-8835	MAIN ST - GO BOND INTEREST (2021)	59,463	56,613	56,563	55,063	55,100
04-04-8836	MAIN ST - GO BOND PRINCIPAL (2021)	70,000	95,000	75,000	75,000	75,000
04-04-8613	USDA BONDS	450	-	-	-	-
	TOTAL EXPENSES	163,704	239,697	334,247	581,362	548,026
	<i>Beginning Balance</i>		651,862	891,297	961,345	854,826
	TOTAL REVENUE		479,133	404,294	474,843	451,000
	TOTAL EXPENSES		239,697	334,247	581,362	548,026
	SURPLUS / (DEFICIT)		239,435	70,048	(106,519)	(97,026)
	<i>Ending Balance</i>		891,297	961,345	854,826	757,800
Main St. Project GO Bond 2021 - Zions Bank Loan #9126 (Account #3875132), ends Dec 2047						
FY2026 & 2027 - Crocker Bridge (Genesee Ct. - Rock Creek) Project						

Community Landscaping Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
05-50-3450	MISCELLANEOUS REVENUE	-	-	-	-	2,000
05-50-3810	INTEREST	331	555	524	354	300
05-91-3990	TRANSFER FROM FUND 01 (GEN)					3,200
	TOTAL REVENUES	331	555	524	354	5,500
	EXPENSES					
05-50-8200	TREES / SHRUBS / FLOWERS	747	550	400	2,000	4,000
05-50-8201	MULCH	775	-	108	-	1,500
	TOTAL EXPENSES	1,522	550	508	2,000	5,500
	<i>Beginning Balance</i>		11,808	11,813	11,829	10,183
	TOTAL REVENUE		555	524	354	5,500
	TOTAL EXPENSES		550	508	2,000	5,500
	SURPLUS / (DEFICIT)		5	16	(1,646)	-
	<i>Ending Balance</i>		11,813	11,829	10,183	10,183
Funds from Margie Haines Estate 2011 - \$25,000						

Tort Insurance Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
06-06-3110	PROPERTY TAX	45,624	50,923	65,615	58,260	29,535
06-06-3810	INTEREST	618	2,021	2,048	1,713	1,000
06-91-3990	TRANSFER IN - FUND 01 (GEN)	23,000	23,000	3,000	3,000	6,300
	TOTAL REVENUES	69,242	75,945	70,663	62,973	36,835
	EXPENSES					
06-06-4540	WORKERS COMPENSATION	25,914	24,757	22,771	25,601	11,870
06-06-5910	LIABILITY	15,949	15,296	14,639	14,282	8,840
06-06-5920	GENERAL PROPERTY	21,139	19,625	25,560	25,719	16,100
	TOTAL EXPENSES	63,002	59,678	62,970	65,601	36,810
	<i>Beginning Balance</i>		11,725	27,991	35,684	33,056
	TOTAL REVENUE		75,945	70,663	62,973	36,835
	TOTAL EXPENSES		59,678	62,970	65,601	36,810
	SURPLUS / (DEFICIT)		16,266	7,693	(2,628)	25
	<i>Ending Balance</i>		27,991	35,684	33,056	33,080
Insurance Premiums for IML RMA Policy and shared with Water & Sewer Funds						

Tourism Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
07-10-3180	HOTEL TAX		1,841	3,466	10,314	6,000
07-07-3810	INTEREST	17	108	195	3,564	1,500
07-91-3990	TRANSFER IN FROM FUND 01 (GEN)	1,452	-	-	-	-
	TOTAL REVENUES	1,469	1,949	3,661	13,878	7,500
EXPENSES						
07-07-9210	TOURISM PROMOTION (Chamber)				2,300	2,500
07-07-9280	MISCELLANEOUS EXPENSE		-	-	-	1,000
	TOTAL EXPENSES		-	-	2,300	3,500
	<i>Beginning Balance</i>		1,832	3,781	7,442	19,020
	TOTAL REVENUE		1,949	3,661	13,878	7,500
	TOTAL EXPENSES		-	-	2,300	3,500
	SURPLUS / (DEFICIT)		1,949	3,661	11,578	4,000
	<i>Ending Balance</i>		3,781	7,442	19,020	23,020
Transfer in from General Fund in FY23 - total receipts up-to-date from 2016 when fund was established						
FY2026 established expense line item to support Chamber of Commerce						

Economic Development Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
08-08-3890	MISCELLANEOUS REVENUE			-	-	-
08-08-3810	INTEREST			67	1,072	750
08-91-3990	TRANSFER IN FROM FUND 01 (GEN)			40,000	40,000	30,000
	TOTAL REVENUES	-	-	40,067	41,072	30,750
EXPENSES						
08-08-5330	LEGAL SERVICES (FOR TIF/BDD)			-	5,921	55,000
08-08-9170	HIST PRES / BLDG IMP PROGRAM			-	5,000	10,000
08-08-9210	ECON DEV (MADC - 1/3)			-	5,000	5,000
08-08-9280	MISCELLANEOUS EXPENSE			-	5,000	5,000
	TOTAL EXPENSES		-	-	20,921	75,000
	<i>Beginning Balance</i>			-	40,067	60,218
	TOTAL REVENUE		-	40,067	41,072	30,750
	TOTAL EXPENSES		-	-	20,921	75,000
	SURPLUS / (DEFICIT)		-	40,067	20,151	(44,250)
	<i>Ending Balance</i>		-	40,067	60,218	15,968
Fund established 04-14-25 in place of General Fund - Economic Development (01-62)						
Expenses include the preparation of a TIF/BDD						
Miscellaneous Expense - Contribution to SVCC Impact - Mustang Challenge FY26						

Fire Protection Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
12-12-3110	PROPERTY TAX	73,099	75,419	77,566	79,978	82,417
12-12-3120	FOREIGN FIRE INSURANCE TAX	11,495	14,462	15,902	17,647	17,000
12-12-3810	INTEREST		-	-	-	-
	TOTAL REVENUES	84,594	89,880	93,469	97,625	99,417
	EXPENSES					
12-12-5460	PROPERTY TAX DISTRIBUTION	73,099	75,419	77,566	79,978	82,417
12-12-5481	FOREIGN FIRE INSURANCE TAX	11,465	14,462	15,902	17,647	17,000
	TOTAL EXPENSES	84,564	89,880	93,469	97,625	99,417
	<i>Beginning Balance</i>		-	-	-	-
	TOTAL REVENUE		89,880	93,469	97,625	99,417
	TOTAL EXPENSES		89,880	93,469	97,625	99,417
	SURPLUS / (DEFICIT)		-	-	-	-
	<i>Ending Balance</i>		-	-	-	-
Administrative account for tax collection and tax disbursement - all revenues are paid to Morrison Fire Department.						

Refuse Disposal Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
14-14-3530	SANITATION PENALTIES	4,758	5,264	5,367	4,276	4,500
14-14-3600	USER FEES	267,835	277,773	279,509	241,664	308,580
14-14-3620	RECYCLE BINS	-	-	-	-	-
14-14-3635	STICKER SALES	-	-	-	-	-
14-14-3810	INTEREST	47	436	797	655	400
	TOTAL REVENUES	272,640	283,472	285,673	246,596	313,480
EXPENSES						
14-14-5730	REFUSE COLLECTION	260,500	270,511	282,177	243,349	300,600
14-14-5510	POSTAGE	-	-	-	-	-
14-14-5735	RECYCLE BINS	-	-	-	-	-
14-91-9990	TRANSFER TO FUND 01 (GEN) 9.5%	25,000	-	-	-	-
	TOTAL EXPENSES	285,500	270,511	282,177	243,349	300,600
	<i>Beginning Balance</i>		2,776	15,737	19,233	22,480
	TOTAL REVENUE		283,472	285,673	246,596	313,480
	TOTAL EXPENSES		270,511	282,177	243,349	300,600
	SURPLUS / (DEFICIT)		12,961	3,496	3,247	12,880
	<i>Ending Balance</i>		15,737	19,233	22,480	35,360
Contractual services agreement provides for an annual increase of 3.5%. Agreement expires April 30, 2029.						

FEE SCHEDULE				
Fiscal Year	Date Effective	Cost	Fee	
FY 2025	5/1/2024	13.63	15.64	
FY 2026	5/1/2025	14.11	16.19	
FY 2027	5/1/2026	14.60	16.75	
FY 2028	5/1/2027	15.11	17.34	
FY 2029	5/1/2028	15.64	17.95	

Motor Fuel Tax Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
15-15-3430	MFT ALLOTMENT	93,983	93,171	91,834	83,438	90,000
15-15-3440	MFT TRANSPORTATION RENEWAL	73,696	86,063	92,730	90,246	95,000
15-15-3810	INTEREST	10,184	14,948	8,791	9,391	6,500
15-15-3890	REBUILD ILLINOIS FUNDS	46,001	-	-	-	0
	TOTAL REVENUES	223,864	194,182	193,355	183,075	191,500
	EXPENSES					
15-15-5260	SALT	39,264	40,001	34,463	17,350	40,000
15-15-5320	ENGINEERING SERVICE	19,601	11,110	-	-	0
15-15-5720	STREET LIGHTING	45,783	53,257	58,078	56,399	62,000
15-15-8652	STREET IMPROVEMENTS	-	352,095	8,422	-	0
15-15-8653	SEAL COATING	-	-	-		0
	TOTAL EXPENSES	104,648	456,462	100,963	73,749	102,000
	<i>Beginning Balance</i>		405,000	142,720	235,111	344,437
	TOTAL REVENUE		194,182	193,355	183,075	191,500
	TOTAL EXPENSES		456,462	100,963	73,749	102,000
	SURPLUS / (DEFICIT)		(262,280)	92,391	109,326	89,500
	<i>Ending Balance</i>		142,720	235,111	344,437	433,937

Illinois Municipal Retirement Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
16-16-3110	PROPERTY TAX	85,572	91,503	86,470	87,196	98,449
16-16-3420	PERSONAL PROPERTY REPLACEMENT TAX 31.5%	54,325	40,755	25,023	21,979	22,500
16-16-3810	INTEREST	6,380	15,426	17,895	14,741	11,000
16-21-3530	SCHOOL DISTRICT REIMBURSEMENT (SRO)	4,801	2,505	3,277	2,426	3,130
	TOTAL REVENUES	151,078	150,189	132,664	126,342	135,079
EXPENSES						
16-11-4620	RETIREMENT CONTRIBUTION	72,058	54,054	66,763	83,973	122,000
	TOTAL EXPENSES	72,058	54,054	66,763	83,973	122,000
	<i>Beginning Balance</i>		249,607	345,741	411,643	454,012
	TOTAL REVENUE		150,189	132,664	126,342	135,079
	TOTAL EXPENSES		54,054	66,763	83,973	122,000
	SURPLUS / (DEFICIT)		96,135	65,902	42,369	13,079
	<i>Ending Balance</i>		345,741	411,643	454,012	467,091
Employer Contribution Annual Percentage Rate		5.51%	5.32%	6.87%	7.99%	

Federal Insurance Contributions Act Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
17-17-3110	PROPERTY TAX	79,842	84,910	89,458	96,863	116,943
17-17-3810	INTEREST	3,877	7,128	6,779	5,081	3,500
17-21-3530	SCHOOL DISTRICT REIMBURSEMENT (SRO)	4,001	2,088	2,731	2,021	2,100
	TOTAL REVENUES	87,719	94,125	98,967	103,965	122,543
	EXPENSES					
17-17-4610	SOCIAL SECURITY CONTRIBUTION	84,614	89,510	101,294	99,160	117,800
	TOTAL EXPENSES	84,614	89,510	101,294	99,160	117,800
	<i>Beginning Balance</i>		126,357	130,973	128,646	133,451
	TOTAL REVENUE		94,125	98,967	103,965	122,543
	TOTAL EXPENSES		89,510	101,294	99,160	117,800
	SURPLUS / (DEFICIT)		4,616	(2,327)	4,805	4,743
	<i>Ending Balance</i>		130,973	128,646	133,451	138,194
Employer Contribution Fixed Rate of 7.65%						

Odell Public Library Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
18-18-3110	PROPERTY TAX - LIBRARY	84,280	85,251	89,458	96,670	105,481
18-18-3111	PROPERTY TAX - LIBRARY BUILDING	11,237	11,367	11,952	12,889	14,064
18-18-3420	PERSONAL PROPERTY REPLACEMENT TAX 19.38%	29,345	26,327	15,395	13,523	12,000
18-18-3780	MISCELLANEOUS FEES (payroll reimbursement)	91,158	94,335	105,041	99,036	132,325
18-18-3830	CONTRIBUTIONS		394,068		-	-
18-91-3990	TRANSFER FROM FUND 01 (GEN)	23,886	11,942	-	-	-
	TOTAL REVENUES	239,908	623,289	221,846	222,117	263,870
EXPENSES						
18-18-4210	SALARIES - LIBRARIAN	-	-	-	-	-
18-18-4220	SALARIES - PART TIME	91,970	94,016	101,093	99,028	132,325
18-18-5110	MAINT SERVICE - BUILDING	-	-	-	-	-
18-18-5460	PROPERTY TAX DISTRIBUTION	95,518	99,660	104,050	109,559	119,545
18-18-5471	PPRT DISTRIBUTION	54,483	22,031	13,291	12,781	12,000
18-18-9283	CONTRIBUTION EXPENSE	-	394,068	-	-	-
	TOTAL EXPENSES	241,971	609,776	218,434	221,368	263,870
	<i>Beginning Balance</i>		-	13,514	16,926	17,675
	TOTAL REVENUE		623,289	221,846	222,117	263,870
	TOTAL EXPENSES		609,776	218,434	221,368	263,870
	SURPLUS / (DEFICIT)		13,514	3,412	749	-
	<i>Ending Balance</i>		13,514	16,926	17,675	17,675
Administrative account for tax collection, tax disbursement and payroll - all revenues are paid to Odell Public Library.						
If fund balance is negative, it is due to the cycle of payroll and being reimbursed by the library.						

Drug Prevention / Enforcement Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
20-20-3510	COURT FINES	-	834	100	-	-
20-20-3810	INTEREST	161	338	338	250	200
20-20-3830	CONTRIBUTIONS	300	-	-	-	-
	TOTAL REVENUES	461	1,172	438	250	200
	EXPENSES					
20-20-5623	ICC TOBACCO COMPLIANCE	-	-	-	-	-
20-20-9140	DARE PROGRAM - K9	-	-	-	-	-
20-20-9280	MISCELLANEOUS EXPENSE	-	50	271	-	-
	TOTAL EXPENSES	-	50	271	-	-
	<i>Beginning Balance</i>		6,321	7,444	7,610	7,860
	TOTAL REVENUE		1,172	438	250	200
	TOTAL EXPENSES		50	271	-	-
	SURPLUS / (DEFICIT)		1,122	166	250	200
	<i>Ending Balance</i>		7,444	7,610	7,860	8,060

Police Capital Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
24-24-3446	POLICE GRANT	-	-	15,686	-	-
24-24-3810	INTEREST	391	959	4,245	1,741	1,000
24-24-3900	POLICE VEHICLE FINES	33	20	20	1,020	500
24-24-3901	VEHICLE DISPOSAL	4,000	250	-	6,900	-
24-24-3902	VEHICLE REPLACEMENT	-	-	-	-	-
24-24-3950	LOAN PROCEEDS	-	-	-	-	-
24-91-3990	TRANSFER IN FROM FUND 46 (GO BOND)	61,294	70,000	45,000	24,000	62,000
24-91-39990	TRANSFER IN FROM FUND 01 (GEN)	-	50,000	-	-	30,000
	TOTAL REVENUES	65,718	121,229	64,951	33,661	93,500
EXPENSES						
24-24-8400	POLICE VEHICLE PURCHASE / DEBT PAYMENTS	54,821	-	4,571	-	50,000
24-24-8500	CAPITAL EQUIPMENT	5,250	4,416	63,433	70,170	21,538
24-24-9280	MISC EXPENSE	2,420	21,608	16,319	34,403	20,000
	TOTAL EXPENSES	62,491	26,024	84,324	104,572	91,538
	Beginning Balance		6,828	102,034	82,661	11,750
	TOTAL REVENUE		121,229	64,951	33,661	93,500
	TOTAL EXPENSES		26,024	84,324	104,572	91,538
	SURPLUS / (DEFICIT)		95,205	(19,372)	(70,911)	1,962
	Ending Balance		102,034	82,661	11,750	13,712
Axon (Taser Agreement) \$5,783.83 for 5 years ending FY29				\$ 21,538.33		
Axon (Body Worn Cameras Agreement) \$15,754.50 for 5 years ending FY29						
Replacement Vehicle and Upfitting for FY26 and FY27						

Public Works Capital Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
26-26-3810	INTEREST	4,600	36,739	24,298	7,263	5,500
26-26-3901	VEHICLE DISPOSAL	-	21,310	19,130	6,600	-
26-26-3902	VEHICLE REPLACEMENT SET ASIDE	-	-	-	-	-
26-91-3990	TRANSFER IN FROM FUND 01 (GEN)	170,502	50,000	-	-	-
26-91-3990	TRANSFER IN FROM FUND 46 (GO BOND)	87,269	57,269	23,967	37,000	30,000
26-91-3990	TRANSFER IN FROM FUND 50 (SEWER)	-	-	-	-	50,000
26-91-3990	TRANSFER IN FROM FUND 51 (WATER)	36,301	-	-	-	25,000
26-91-3990	TRANSFER IN FROM FUND 52 (W/S VEH)	-	21	-	-	-
26-91-3990	TRANSFER IN FROM FUND 53 (PW BLDG)	217,976	1,105	-	-	-
	TOTAL REVENUES	516,649	166,445	67,395	50,863	110,500
EXPENSES						
26-26-8500	CAPITAL EQUIPMENT	-	66,456	104,190	-	-
26-26-8950	VEHICLE REPLACEMENT	71,292	71,560	17,065	103,019	-
26-26-8951	2024 CHEV 1T & 2025 INT'L 2T	-	127,970	102,777	107,013	-
	TOTAL EXPENSES	71,292	265,986	224,032	210,032	-
	<i>Beginning Balance</i>		458,343	358,802	202,165	42,996
	TOTAL REVENUE		166,445	67,395	50,863	110,500
	TOTAL EXPENSES		265,986	224,032	210,032	-
	SURPLUS / (DEFICIT)		(99,541)	(156,637)	(159,169)	110,500
	<i>Ending Balance</i>		358,802	202,165	42,996	153,496
FY24 & FY25 - Loan Payments of \$33,302 (Sweeper) ended 04-26-24 and \$23,967 (Peterbilt) ended 12-28-24						
FY25 - 1/3 of Skid Loader (70k), Mini Excavator (70k), Trailer (14k) & Backhoe (144k)						
FY26 - Int'l 2T Dump Truck (Streets) & Chev 3500HD Truck (Cemetery)						

Veterans Memorial Park Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
37-37-3810	INTEREST	192	343	318	224	200
37-37-3830	DONATIONS	-	-	-	-	-
37-37-3860	BRICK PAVERS	100	100	200	-	-
37-91-3990	TRANSFER FROM PERPETUAL CARE	1,000	-	-	-	-
	TOTAL REVENUES	1,292	443	518	224	200
EXPENSES	DESCRIPTION					
37-37-8961	MEMORIAL PARK EXPENSES	445	375	520	665	
	TOTAL EXPENSES	445	375	520	665	-
	<i>Beginning Balance</i>		7,397	7,464	7,462	7,021
	TOTAL REVENUE		443	518	224	200
	TOTAL EXPENSES		375	520	665	-
	SURPLUS / (DEFICIT)		68	(2)	(441)	200
	<i>Ending Balance</i>		7,464	7,462	7,021	7,221

2016 G.O. Bond Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
46-46-3131	NICOR GAS UTILITY TAX	101,407	68,154	70,746	55,730	60,000
46-46-3132	COMED ELECTRIC UTILITY TAX	123,528	121,096	119,281	103,095	110,000
46-46-3150	TELECOMMUNICATIONS TAX (Excise Tax)	54,970	53,089	48,054	42,132	43,000
46-46-3810	INTEREST	1,248	6,407	5,383	5,616	3,500
46-91-3990	TRANSFER IN	-	-	-	-	-
	TOTAL REVENUES	281,153	248,747	243,464	206,572	216,500
	EXPENSES					
46-46-8830	DEBT SERVICE - GO BOND INTEREST (2016)	58,133	57,513	52,953	50,363	46,263
46-46-8831	DEBT SERVICE - GO BOND PRINCIPAL (2016)	90,000	75,000	95,000	100,000	105,000
46-46-8832	GO BONDS AGENT FEE	450	-	-	-	-
	TOTAL DEBT SERVICE	148,583	132,513	147,953	150,363	151,263
46-91-9990	TRANSFER OUT TO FUND 24 (POLICE CAP)	30,000	70,000	45,000	24,000	62,000
46-91-9990	TRANSFER OUT TO FUND 26 (PW CAP)	87,269	57,269	23,967	37,000	30,000
	TOTAL EXPENSES	265,852	259,782	216,920	211,363	243,263
	<i>Beginning Balance</i>		167,775	156,740	183,285	178,495
	TOTAL REVENUE		248,747	243,464	206,572	216,500
	TOTAL EXPENSES		259,782	216,920	211,363	243,263
	SURPLUS / (DEFICIT)		(11,035)	26,545	(4,790)	(26,763)
	<i>Ending Balance</i>		156,740	183,285	178,495	151,732
Consolidated debt to include Sports Complex						
Debt Service to Zions Bank Loan #5666 (Account 3875131). Date of maturation in December 2035						

Sewer Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
50-81-3446	GRANTS	-	-	-	395,159	-
50-81-3530	PENALTIES	18,750	21,720	21,447	17,661	17,000
50-81-3620	SEWER USE	1,231,204	1,226,059	1,235,519	1,073,398	1,240,000
50-81-3660	SEWER CONNECTION FEES	100	-	-	-	-
50-81-3640	LEACHATE FEES	13,042	2,765	4,571	7,306	7,500
50-81-3810	INTEREST	33,375	60,605	56,187	44,385	40,000
50-81-3890	MISCELLANEOUS REVENUE	3,250	-	1,872	-	-
	TOTAL REVENUES	1,299,720	1,311,149	1,319,596	1,537,910	1,304,500
EXPENSES	PERSONNEL					
50-81-4210	SALARIES - FULL TIME	146,964	164,025	174,395	164,223	226,415
50-81-4220	SALARIES - PART TIME	3,172	4,050	4,342	4,247	8,000
50-81-4230	SALARIES - OVERTIME	9,817	13,419	13,004	11,253	15,000
50-81-4240	SICK LEAVE EXCHANGE	-	-	-	-	-
50-81-4540	WORKER'S COMPENSATION	3,239	3,095	2,846	3,200	11,870
50-81-4610	SOCIAL SECURITY CONTRIBUTION	12,125	13,772	14,530	13,653	-
50-81-4620	RETIREMENT CONTRIBUTION	11,339	9,618	10,934	12,573	-
50-81-4720	AUTOMOBILE ALLOWANCE	338	-	-	-	1,800
	PROFESSIONAL SERVICES					
50-81-5110	MAINT SERVICE - BUILDING	5,716	1,966	367	1,181	1,200
50-81-5120	MAINT SERVICE - EQUIPMENT	5,040	2,402	1,380	1,921	2,000
50-81-5130	MAINT SERVICE - VEHICLE	6,590	15,385	16,900	14,125	10,000
50-81-5150	MAINT SERVICE - UTILITY SYSTEM	79,609	33,427	14,467	31,632	30,000
50-81-5310	ACCOUNTING SERVICE / AUDIT	6,467	6,800	4,633	7,333	7,333
50-81-5320	ENGINEERING SERVICE	25,469	46,290	19,456	98,572	25,000
50-81-5370	SOFTWARE / HARDWARE	7,501	14,179	15,141	27,129	30,000
50-81-5392	COMPUTER MAINTENANCE	79	918	2,746	4,471	15,000
50-81-5420	LAB FEES	562	728	1,090	1,273	1,500
50-81-5480	OTHER PROFESSIONAL SERVICES	-	1,035	1,661	4,125	4,200
50-81-5510	POSTAGE	5,723	3,722	5,192	3,894	4,500
50-81-5520	PHONE	7,463	7,882	9,491	12,267	13,600
50-81-5540	PRINTING	906	1,091	554	622	1,000
50-81-5610	DUES & LICENSES	-	197	368	-	500
50-81-5620	TRAVEL / TRAINING	1,255	483	1,908	160	1,000
50-81-5710	NATURAL GAS	1,914	2,118	1,204	499	1,000
50-81-5750	SLUDGE DISPOSAL	1,082	2,440	1,344	229	1,000
50-81-5760	ELECTRIC	54,520	107,861	106,784	91,975	112,000
50-81-5790	JULIE	281	1,990	1,145	671	1,500
50-81-5810	DRUG TESTING	187	792	680	1,125	1,000
50-81-5840	IEPA PERMIT	7,500	7,500	7,532	7,500	7,500
50-81-5910	LIABILITY INSURANCE	5,317	5,099	4,880	4,761	8,840
50-81-5920	PROPERTY INSURANCE	7,046	8,763	8,520	8,573	16,100

Sewer Fund

EXPENSES	COMMODITIES	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Actual	FY 2027
50-81-6110	MAINT SUPPLIES - BUILDING	191	2,937	3,768	288	500
50-81-6120	MAINT SUPPLIES - EQUIPMENT	10,770	3,056	4,057	462	2,000
50-81-6130	MAINT SUPPLIES - VEHICLE	10	954	76	-	500
50-81-6142	MAINT SUPPLIES - SAFETY EQUIPMENT	552	366	312	1,404	1,500
50-81-6151	MAINT SUPPLIES - UTILITY SYSTEM	11,585	40,741	44,040	18,672	30,000
50-81-6510	OFFICE SUPPLIES	186	205	7,740	171	-
50-81-6520	OPERATING SUPPLIES	3,265	2,631	5,461	2,595	4,000
50-81-6530	SMALL TOOLS	507	2,951	833	529	1,000
50-81-6540	LAB SUPPLIES	1,762	287	547	301	1,500
50-81-6550	AUTOMOTIVE FUEL / OIL	3,435	4,397	7,625	4,340	7,000
50-81-6560	CHEMICALS	13,418	4,707	7,740	5,596	7,000
50-81-6590	UNIFORMS	1,149	1,500	1,321	948	750
	CAPITAL OUTLAYS					
50-81-8340	SOFTWARE / HARDWARE	1,235	333	-	-	25,000
50-81-8520	METER REPLACEMENT	2,007	-	-	-	-
50-81-8781	LAB EQUIPMENT	-	17,043	-	-	-
50-81-8900	INFRASTRUCTURE	-	69,194	58,067	395,159	210,375
50-81-8920	EQUIPMENT & VEHICLES	87	25,154	97,082	-	-
	OTHER					
50-81-8830	#L174974 INTEREST (PUMP ST)	23,761	22,930	22,090	10,727	20,814
50-81-8831	#L174974 PRINCIPAL (PUMP ST)	126,065	83,790	84,630	42,632	85,905
50-81-8832	#L173134 INTEREST (WWTP)	42,328	82,305	79,144	38,377	72,767
50-81-8833	#L173134 PRINCIPAL (WWTP)	312,196	315,326	318,487	321,000	324,905
50-81-9210	ECONOMIC DEVELOPMENT	5,000	5,000	4,975	4,975	5,000
50-81-9280	MISCELLANEOUS EXPENSE	6,492	3,976	531	361	1,000
50-81-9282	MISCELLANEOUS BANKING FEES	1,388	1,823	2,040	1,312	1,500
50-81-9916	I & I REMEDIATION PROGRAM		-	-	-	-
	TRANSFERS					
50-91-9993	TRANSFER OUT TO FUND 01 (GEN)	-	-	-	-	-
50-91-9990	TRANSFER OUT TO FUND 06 (TORT INS)	10,000	10,000	-	-	-
50-91-9991	TRANSFER OUT TO FUND 26 (PW CAP)	-	-	-	-	50,000
50-91-9995	TRANSFER OUT TO FUND 52 (W/WW VEH)	5,000	-	-	-	-
50-91-9995	TRANSFER OUT TO FUND 61 (CAP)	600,000	-	-	-	-
50-91-9991	TRANSFER OUT TO FUND 77 (HEALTH)	55,000	60,000	65,000	80,000	103,000
	TOTAL EXPENSES	1,599,609	1,182,655	1,198,060	1,383,035	1,514,874
	<i>Beginning Balance</i>		1,181,359	1,309,853	1,431,389	1,586,264
	TOTAL REVENUE		1,311,149	1,319,596	1,537,910	1,304,500
	TOTAL EXPENSES		1,182,655	1,198,060	1,383,035	1,514,874
	SURPLUS / (DEFICIT)		128,494	121,536	154,875	(210,374)
	<i>Ending Balance</i>		1,309,853	1,431,389	1,586,264	1,375,890
Loan #L173134 WWTP \$15,166,000 Final Payment 10-05-2036						
Loan #L174974 Pump Stations (2) & Sewer Service \$4,010,869 Final Payment 11-22-2037						
FY27 - Replace blowers - \$210,375						
DCEO Grant Award - \$395,159 for sewer lining - completed in FY26						
Equip in FY25 - 1/3 Skid Loader (70k), Mini Exc (70k), Trailer (14k) & Backhoe (144k). Inc. 12k for other equip.						
Sewer Rates (Ordinance 23-04)						
Fiscal Year	2025	2026	2027			
Date Effective	5/1/2024	5/1/2025	5/1/2026			
Service Charge (incl. first 1,000 gal. usage)	14.00	14.00	14.00			
Usage Rate Per 1,000 gal	8.45	8.45	8.45			
WWTP Charge	20.00	20.00	20.00			

Water Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
51-80-3401	BOND PROCEEDS FROM IEPA LOANS	950,920	1,816,500	138,163	-	-
51-80-3530	PENALTIES	47,240	58,499	50,959	41,721	40,000
51-80-3610	WATER USE	844,745	823,316	824,496	776,033	830,000
51-80-3650	WATER TAP-ON FEES	-	-	-	-	-
51-80-3661	UTILITY DEPOSIT	8,200	9,200	8,727	5,927	7,000
51-80-3670	GRANTS	-	-	-	-	-
51-80-3810	INTEREST	33,075	69,268	63,936	29,594	25,000
51-80-3890	MISCELLANEOUS REVENUE	64,115	5,398	116,384	300	1,000
51-91-3990	TRANSFER IN FROM FUND 01 (GEN)	271,353	-	-	-	-
	TOTAL REVENUES	2,219,648	2,782,181	1,202,665	853,576	903,000
EXPENSES	PERSONNEL					
51-80-4210	SALARIES - FULL TIME	130,320	134,226	146,083	138,465	198,595
51-80-4220	SALARIES - PART TIME	3,173	4,050	4,343	4,247	6,000
51-80-4230	SALARIES - OVERTIME	8,155	7,490	8,592	7,782	9,000
51-80-4240	SICK LEAVE EXCHANGE	-	-	-	-	-
51-80-4540	WORKERS COMPENSATION	3,239	3,095	2,846	3,200	11,870
51-80-4610	SOCIAL SECURITY CONTRIBUTION	10,836	11,141	12,078	11,485	-
51-80-4620	RETIREMENT CONTRIBUTION	9,875	7,673	9,005	10,463	-
51-80-4720	AUTOMOBILE ALLOWANCE	338	-	-	-	1,800
	PROFESSIONAL SERVICES					
51-80-5110	MAINT SERVICE - BUILDING	2,569	154	1,981	1,432	2,000
51-80-5120	MAINT SERVICE - EQUIPMENT	1,695	3,614	2,679	-	2,000
51-80-5130	MAINT SERVICE - VEHICLE	71	3,735	5,162	2,718	4,000
51-80-5150	MAINT SERVICE - UTILITY SYSTEM	28,992	5,687	123,227	131,707	114,000
51-80-5310	ACCOUNTING SERVICE / AUDIT	6,466	6,800	11,300	7,333	7,333
51-80-5320	ENGINEERING SERVICE	147,920	143,253	61,670	55,481	70,000
51-80-5330	LEGAL SERVICES	9,442	-	-	-	-
51-80-5370	SOFTWARE / HARDWARE	10,439	38,134	32,761	26,585	30,000
51-80-5390	COPIER SERVICE	79	-	-	-	-
51-80-5392	COMPUTER MAINTENANCE	-	918	918	4,110	15,000
51-80-5420	LAB FEES	3,002	5,565	3,395	3,351	3,500
51-80-5480	OTHER PROFESSIONAL SERVICES		1,034	4,551	5,353	5,500
51-80-5510	POSTAGE	5,935	4,004	6,082	7,155	7,000
51-80-5520	PHONE	15,341	16,025	16,837	11,687	13,000
51-80-5540	PRINTING	906	4,212	554	622	1,000
51-80-5610	DUES & LICENSES	555	1,537	343	1,100	1,100
51-80-5620	TRAVEL / TRAINING	366	430	9,848	2,079	2,000
51-80-5710	NATURAL GAS	474	-	1,479	1,288	2,000
51-80-5760	ELECTRIC	21,002	13,529	41,640	47,806	48,000
51-80-5790	JULIE	281	474	1,145	671	1,200
51-80-5810	DRUG TESTING	247	27	-	-	250
51-80-5910	LIABILITY INSURANCE	5,317	5,099	4,880	4,761	8,840
51-80-5920	PROPERTY INSURANCE	7,046	8,763	8,520	8,573	16,100

Water Fund

EXPENSES	COMMODITIES	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Actual	FY 2027
51-80-6110	MAINT SUPPLIES - BUILDING	2,582	856	-	60	500
51-80-6120	MAINT SUPPLIES - EQUIPMENT	10,593	-	-	-	750
51-80-6130	MAINT SUPPLIES - VEHICLE	-	1,832	16	343	250
51-80-6142	MAINT SUPPLIES - SAFETY EQUIPMENT	526	-	-	-	500
51-80-6151	MAINT SUPPLIES - UTILITY SYSTEM	9,297	25,208	56,044	18,322	18,000
51-80-6510	OFFICE SUPPLIES	225	205	-	171	-
51-80-6520	OPERATING SUPPLIES	2,216	4,870	6,474	6,052	6,000
51-80-6530	SMALL TOOLS	1,046	3,939	896	1,134	2,500
51-80-6540	LAB SUPPLIES	2,310	1,361	1,429	242	1,000
51-80-6550	AUTOMOTIVE FUEL / OIL	4,815	7,964	7,006	4,617	6,000
51-80-6560	CHEMICALS	21,468	23,627	23,140	17,473	20,000
51-80-6590	UNIFORMS	1,322	1,775	1,512	750	1,000
	CAPITAL OUTLAYS					
51-80-8340	SOFTWARE / HARDWARE	391	1,000	-	-	25,000
51-80-8520	METER REPLACEMENT	1,453	-	-	-	-
51-80-8584	WATER MAIN IMPROVEMENTS	824,000	1,679,422	425,742	357,173	-
51-80-8817	HYDRANT REPL. PROGRAM	-	25,663	140,515	-	-
51-80-8825	WATER SYSTEM LEAK SURVEY	4,500	5,675	4,500	4,500	4,600
51-80-8830	#L172798 INTEREST (WELL 5 & TOWER)	31,116	29,757	28,380	26,986	25,575
51-80-8831	#L172798 PRINCIPAL (WELL 5 & TOWER)	108,409	109,768	111,144	112,538	113,949
51-80-8832	#L173473 INTEREST (MAIN ST)	7,242	7,306	7,086	6,863	6,638
51-80-8833	#L173473 PRINCIPAL (MAIN ST)	20,969	21,998	22,218	22,441	22,666
51-80-8834	#L173474 INTEREST (METERS & LOOP)	-	-	-	10,000	6,504
51-80-8835	#L173474 PRINCIPAL (METERS & LOOP)	-	-	-	35,000	41,070
51-80-8836	#L173475 INTEREST (RT78 & LOOPS)	-	-	13,188	11,144	8,406
51-80-8837	#L173475 PRINCIPAL (RT78 & LOOPS)	-	-	65,430	54,659	28,051
51-80-8920	EQUIPMENT & VEHICLES	1,400	75,358	169,261	52,996	-
	OTHER					
51-80-9210	ECONOMIC DEVELOPMENT	5,000	5,000	4,975	4,975	5,000
51-80-9275	UTILITY DEPOSIT REFUNDS	832	736	615	1,443	1,000
51-80-9280	MISCELLANEOUS EXPENSE	56,705	9,575	490	361	1,000
51-80-9281	FRONTDESK SERVICE FEES	21	271	643	968	750
51-80-9282	MISCELLANEOUS BANKING FEES	1,388	1,823	2,040	1,312	1,500
51-80-9520	VEHICLE REPLACEMENT	3,699	-	-	-	-
	TRANSFERS					
51-91-9990	TRANSFER OUT TO FUND 01 (GEN)	91,301	-	-	-	-
51-91-9990	TRANSFER OUT TO FUND 06 (TORT INS)	-	10,000	-	-	-
51-91-9991	TRANSFER OUT TO FUND 26 (PW CAP)					25,000
51-91-9994	TRANSFER OUT TO FUND 52 (W/WW VEH)	-	-	-	-	-
51-91-9991	TRANSFER OUT TO FUND 77 (HEALTH)	-	45,000	50,000	65,000	80,000
	TOTAL EXPENSES	1,648,907	2,530,657	1,664,662	1,316,975	1,034,298
	<i>Beginning Balance</i>		1,432,419	1,683,943	1,221,945	758,546
	TOTAL REVENUE		2,782,181	1,202,665	853,576	903,000
	TOTAL EXPENSES		2,530,657	1,664,662	1,316,975	1,034,298
	SURPLUS / (DEFICIT)		251,524	(461,998)	(463,399)	(131,298)
	<i>Ending Balance</i>		1,683,943	1,221,945	758,546	627,248

#L172798 Well 5 & Water Tower, Final Payment July 2042
#L173473 Main Street, Final Payment Nov 2050
#L173474 Water Meters & Wall St. Loop, Final Payment March 2044
#L173475 RT78 Watermain & Genesee, Coralyn & Randall Loops, Final Payment May 2054
FY25 Equip - 1/3 of Skid Loader (70k), Mini Exc (70k), Backhoe (150k) & Trailer (14k). Also includes misc equip.

ARPA received FY22 (Sept 2021)	271,073	Closed Out 01-09-26
ARPA (2nd & Final) received FY23 (Sept 2022)	271,353	
ARPA Total	542,426	
ARPA must be obligated by 12-31-24	Completed	
Wall St - Larch Watermain & Loop in FY25 & FY26	610,000	

Water Rates (Ordinance 23-04)			
Fiscal Year	2025	2026	2027
Date Effective	5/1/2024	5/1/2025	5/1/2026
Service Charge (incl. first 1,000 gal. usage)	20.40	21.10	21.55
Usage Rate Per 1,000 gal	7.05	7.30	7.45

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
61-61-3400	BONDS PROCEEDS (MAIN ST 2021)	-	-	-	-	-
61-41-3401	AMERICAN RESCUE PLAN	-	-	-	-	-
61-41-3402	USDA LOAN PROCEEDS	-	-	-	-	-
61-41-3403	COMED GRANT	-	-	-	-	-
61-41-3404	GRANT REVENUE	-	-	-	-	-
61-41-3810	INTEREST	32,967	32,080	19,222	8,578	5,000
61-41-3820	BUILDING RENT			7,000	4,250	3,000
61-41-3890	MISCELLANEOUS REVENUE	-	7,000	131,349	-	-
61-91-3990	TRANSFER IN	600,000	100,000	-	-	
	TOTAL REVENUE	632,967	139,080	157,571	12,828	8,000
EXPENSES						
61-61-5320	ENGINEERING SERVICE	42,019	9,952	6,896	2,654	7,500
61-61-8652	STREET IMPROVEMENTS	269,391	-	-	-	-
61-61-8655	PUBLIC WORKS BUILDING	-	799,408	96,370	26,454	-
61-61-9280	MISCELLENIOUS EXPENSE	-	211,507	134,461	135,111	100,000
	TOTAL EXPENSES	311,410	1,020,867	237,727	164,220	107,500
	<i>Beginning Balance</i>	969,625	1,291,182	409,395	329,239	177,847
	TOTAL REVENUE	632,967	139,080	157,571	12,828	8,000
	TOTAL EXPENSES	311,410	1,020,867	237,727	164,220	107,500
	SURPLUS / (DEFICIT)	321,557	(881,787)	(80,156)	(151,392)	(99,500)
	<i>Ending Balance</i>	1,291,182	409,395	329,239	177,847	78,347
FY25 - Community Room AC, City Hall AC, Chamber Floor, Community Room Floor and Interior Renovation						
FY26 - Interior renovation, exterior painting and roof replacement						
FY27 - City Hall Renovation & Generator						

Grove Hill Cemetery Perpetual Care Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
74-74-3810	INTEREST	10,086	16,871	24,060	9,700	2,500
74-74-3960	PERPETUAL CARE	-	-	37	122	100
74-91-3990	TRANSFER IN	115,000	-	-	-	-
	TOTAL REVENUES	125,086	16,871	24,098	9,821	2,600
	EXPENSES					
74-74-8120	CEMETERY BUILDING	-	-	-	347,000	-
74-74-8130	STREET IMPROVEMENTS	125,542	-	-	-	-
74-74-8400	CAPITAL EQUIPMENT	-	-	-	-	-
74-74-9240	TRUSTEE PAYMENT (perpetual care amount)	-	-	-	-	-
74-91-9990	TRANSFER OUT TO FUND 37 (MEM PARK)	1,000	-	-	-	-
	TOTAL EXPENSES	126,542	-	-	347,000	-
	<i>Beginning Balance</i>		333,728	350,599	374,697	37,518
	TOTAL REVENUE		16,871	24,098	9,821	2,600
	TOTAL EXPENSES		-	-	347,000	-
	SURPLUS / (DEFICIT)		16,871	24,098	(337,179)	2,600
	<i>Ending Balance</i>		350,599	374,697	37,518	40,118
FY23 - Loan from Perpetual Care Fund for cemetery street improvements						
FY26 - New Grove Hill Cemetery Office/Shop - \$347,000						

Health Insurance Fund

REVENUE	DESCRIPTION	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Est. Actual	FY 2027 BUDGET
77-77-3810	INTEREST	2,561	7,472	9,731	4,216	5,000
77-77-3812	RETIRES & COBRA CONTRIBUTION	20,239	12,214	-	-	-
77-77-3990	TRANSFER IN EMPLOYEE CONTRIBUTIONS	46,064	49,768	51,542	41,089	52,250
77-91-3990	TRANSFER IN FROM FUND 01 (GEN)	136,000	181,000	190,000	190,000	221,000
77-91-3998	TRANSFER IN FROM FUND 50 (SEWER)	55,000	60,000	65,000	80,000	103,000
77-91-3995	TRANSFER IN FROM FUND 51 (WATER)	40,000	45,000	50,000	65,000	80,000
	TOTAL REVENUES	299,864	355,454	366,273	380,305	461,250
EXPENSES						
77-77-4510	HEALTH INSURANCE PREMIUM	236,744	227,433	292,243	350,100	385,110
77-77-4520	DENTAL LIFE VISION PREMIUM	15,323	20,979	24,738	12,300	13,530
77-77-4555	EYE CARE REIMBURSEMENTS	706	3,133	1,604	2,500	2,750
77-77-9241	DEDUCTIBLE REIMBURSEMENTS	35,358	43,638	31,744	9,478	-
	TOTAL EXPENSES	288,131	295,184	350,330	374,378	401,390
	<i>Beginning Balance</i>		60,088	120,358	136,301	142,229
	TOTAL REVENUE		355,454	366,273	380,305	461,250
	TOTAL EXPENSES		295,184	350,330	374,378	401,390
	SURPLUS / (DEFICIT)		60,270	15,943	5,928	59,860
	<i>Ending Balance</i>		120,358	136,301	142,229	202,089
FY27 - Estimated costs. Expecting confirmation on premiums late March/early April.						

> End of FY 2027 Budget Plan <

Fund Transfers Summary

FY27 Fund Transfers - Pursuant to FY27 Budget Plan (04-27-26)

Transfer From		Transfer To		Amount	
General Fund (Admin)	01-91-9990	Tort Ins Fund	06-91-3990	6,300	
General Fund (Admin)	01-91-9990	Police Capital Fund	24-91-3990	30,000	
General Fund (Admin)	01-91-9990	Audit Fund	02-91-3990	3,216	
General Fund (Admin)	01-91-9990	Community Landscaping Fund	05-91-3990	3,200	
General Fund (Admin)	01-91-9990	Economic Development Fund	08-91-3990	30,000	
General Fund (Admin)	01-91-9990	Health Ins Fund	77-91-3990	25,000	221,000
General Fund (Police)	01-91-9990	Health Ins Fund	77-91-3990	98,000	
General Fund (Streets)	01-91-9990	Health Ins Fund	77-91-3990	44,000	
General Fund (Cemetery)	01-91-9990	Health Ins Fund	77-91-3990	35,000	
General Fund (P / R)	01-91-9990	Health Ins Fund	77-91-3990	19,000	
Street Lighting Fund	03-91-9990	Local 1% Sales Tax Fund	04-91-3990	26,000	
2016 GO Bond Fund	46-91-9990	Police Capital Fund	24-91-3990	62,000	
2016 GO Bond Fund	46-91-9990	Public Works Capital Fund	26-91-3990	30,000	
Sewer Fund	50-91-9990	Public Works Capital Fund	26-91-3990	50,000	
Sewer Fund	50-91-9990	Health Ins Fund	77-91-3990	103,000	
Water Fund	51-91-9990	Health Ins Fund	77-91-3990	80,000	
Water Fund	51-91-9990	Public Works Capital Fund	26-91-3990	25,000	



Morrison Fire

Department

206 West Main --- P.O. Box 93 Morrison, Illinois 61270
Phone: (815) 772-2218, E mail: chief@morrisonfire.com

To the City of Morrison,

We are writing on behalf of the Morrison Fire Department to ask for your support in helping preserve and improve our downtown by assisting with the cost of remodeling the exterior of our Main Street building.

Our Structure has served this community for many decades, and while we've done our best to maintain it, the exterior has been deteriorating for quite some time and is unfortunately becoming an eyesore in an area that should reflect pride in our town. We believe this project is about more than just our building – it's about strengthening the look, feel, and future of downtown Morrison as a whole.

This is a major commitment for both the department and the city, but one we strongly believe is worth making. The Morrison Fire Department has proudly served this community for 150 years, and we have no plans on discontinuing our service to the community. We want to continue being a visible, positive presence on Main Street and to do our part in making Morrison more welcoming and appealing for residents, visitors, and tourists.

At the same time, this remodel represents a significant financial investment. We recently have had to purchase a new fire truck to ensure we can continue providing reliable emergency services to Morrison and surrounding areas. While that was a necessary and important step for public safety, it has limited our ability to fully absorb the cost of large exterior renovation on our own.

We are asking the city to consider helping offset a portion of the remodeling costs. We want to move forward with this project without compromising the services we provide to the community and surrounding areas. Improving our building will not only preserve a long – standing piece of Morrison's history, but also contribute to a stronger, more attractive downtown that benefits everyone.

We are proud to serve this community and remain committed to doing so for many years to come. With the City's partnership, we believe this project can be something the entire community can take pride in.

Thank you for your time and consideration. We would welcome the opportunity to discuss this project further and provide any additional details needed.

Sincerely,

Rob Vegter Chief,
Morrison Fire Department

**The Original 1876
Jackson Hose Company**