

CHAMPAIGN COUNTY BOARD COMMITTEE AGENDA

HIGHWAY & TRANSPORTATION COMMITTEE Highway Building – 1605 East Main Street Friday – February 8, 2013 – 9:00 a.m.

	CHAIR: Lorraine Cowart	
	VICE CHAIR: Lloyd Carter	
ITEN	<u>1</u>	PAGE NO.
I.	CALL TO ORDER	
II.	ROLL CALL	
III.	APPROVAL OF AGENDA/ADDENDUM	
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XI.	OTHER BUSINESS	

XII. ADJOURNMENT

CHAMPAIGN COUNTY Highway & Transportation Committee Minutes

Friday, January 4, 2013 – 9:00 am Highway Building Conference Room 1605 E. Main St. St., Urbana, IL

MEMBERS PRESENT:	Christopher Alix, Lorraine Cowart, John Jay, Jim McGuire, Diane Michaels, Max Mitchell, Michael Richards
MEMBERS ABSENT:	Lloyd Carter
OTHERS PRESENT:	Al Kurtz (County Board Chair), Jeff Blue (County Engineer), Tracy Wingler (Highway Maintenance Supervisor), Gary Maxwell, Debby Wagner (Highway Accountant)

CALL TO ORDER

Chair Cowart called the meeting to order at 9:00 am.

ROLL CALL

Secretary called roll and the following members were present: Alix, Cowart, Jay, McGuire, Michaels, and Mitchell. The chair declared a quorum and proceeded with the meeting. Richards arrived after roll call.

APPROVAL OF AGENDA

Chair Cowart asked for approval of agenda for meeting. Approved unanimously.

PUBLIC PARTICIPATION

Mr. Kurtz welcomed the committee to the first meeting under the new structure of the County Board. He congratulated Cowart on her continued leadership of the Committee.

COUNTY & TOWNSHIP MOTOR FUEL TAX CLAIMS - NOVEMBER/DECEMBER 2012

Blue explained that the reason for the split payments to Open Roads for the CHS. 8 & 30 Project was because of different fiscal years. **Motion** by Jay to receive and place on file the County & Township Motor Fuel Tax claims for November and December 2012; **seconded** by McGuire. Cowart questioned item #98. Blue explained that engineers are paid out of the highway fund, but at the end of the year, the submitted time cards showing the projects worked on are used to bill the motor fuel tax. The motor fuel tax then reimburses the highway fund. Michaels asked if that was something that was seen annually or monthly. Answer was annual. **Motion carried unanimously.**

HIGHWAY DEPARTMENT POWER POINT

Blue gave a 45 minute Power Point presentation on the County Highway Department functions and funding structure and briefly explained what each employee function was. He said they work basically with three funds: highway fund, which is the primary operating fund; the bridge fund; and the motor fuel tax fund. Other funds are: federal aid matching funds; TARP funds; STR funds, which are federal funds through IDOT; HSIP which are highway safety improvement funds that are applied for; EDP funds which are economic development funds; HPB funds for bridges over \$1,000,000 that have to be applied for.

Blue listed several items that were paid for out of the highway fund budget. It was asked if they were pretty busy with maintenance or if they were looking for additional business. Blue answered that they are capped out. They just added Head Start, so there are all their busses, plus the Sheriff, RPC, ILEAS, Nursing Home, Animal Control; about 150 vehicles for 2 guys. Richards asked if the outside funds such as RPC were being billed for the maintenance. Blue answered they were. Kurtz asked how the dump truck fleet was. Blue answered that they don't wear out because of mileage but rather from corrosion and they have to replace about one per year. He noted that the stainless steel beds help with reducing the corrosion as well as the undercarriage wash at the facility.

Blue explained that the County Bridge Fund money came mostly from property tax. Currently taxing at .027%, ½ of maximum statutory rate of .5% and the money is to be used to match township funds. He explained there is a township bridge program that the State funds which allows money to be used up to 80% of total cost of the bridge. Kurtz asked if the new tax on the wind farm would be part of the matching funds. Blue stated that they work with townships that don't have a lot of tax dollars allowing them to pay over a period of 5 years. He also explained that they will let federal money build up over several years to pay for a large federally funded county highway or township bridge, which are 80/20.

Blue stated the price at the pump does not affect the amount received for the motor fuel tax fund; it is \$.19/gallon. The fund is used for construction and engineering for county highway and roadway projects, road maintenance, shoulder work, etc. Discussion continued regarding State legislature and future amounts of motor fuel tax. Blue explained how money filters from pump to Department of Transportation, thru computed allotment, filters to various agencies, and then to County. He explained that the allotment is based on the number of registered motor vehicles. He continued saying that there is a lot that gets taken off the top, like the State Voting Act Fund, Grade Crossing Protection Fund, administrative costs, Vehicle Inspection Fund, etc. The remaining money is split such that the State gets 45.6% and the locals get 54.4%. Blue then explained how that 54.4% was split between municipalities.

Blue went on to explain how the State is divided into regions and districts, stating that Champaign County is in District 5 which is in Region 3. The main IDOT office for this area is in Paris, IL. He said that District 5 is one of the most underfunded districts in the State. He also noted that all County roads will have a sign on them designating them as such. He explained that all roads are color coded according to what condition the road is in and they are evaluated every two years. Blue stated they do all bridge inspections, and based on condition they have to be inspected every two (2) or four (4) years. They also oversee the construction of all new bridges, about 8-10 per year. He went on to explain the process of replacing roadways. It was asked if the work was done by County employees. Blue answered that the work is contracted with local contractors. Blue stated that they also assist the cities with joint construction projects, usually by supplying an engineer to help with construction inspections. He also explained a bit about the materials used.

Blue stated that the plow policy was in place before he got here and said that the County plows 24/7 during snow events, in 12 hour rotations until the snow event is over. He noted that they have to hire "snow birds" for this.

Blue ended the presentation by encouraging Board members who aren't part of the Highway Committee to come to the Highway building to see what all they do.

BRIDGE PETITION – OGDEN ROAD DISTRICT

Blue explained that this is a 50/50 petition, \$22,000 replacement of a culvert in Ogden Township. **Motion** by McGuire to recommend approval of a Petition and Resolution Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501 for Ogden Road District, Ogden Township #12-17994-00 BR; **seconded** by Jay. **Motion carried unanimously**.

BRIDGE PETITION – OGDEN ROAD DISTRICT

Blue explained that this is a similar petition but is a \$30,000 culvert replacement also in Ogden Township. **Motion** by Michaels to recommend approval of a Petition and Resolution Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501 for Ogden Road District, Ogden Township #12-17995-00 BR; **seconded** by Alix. **Motion carried unanimously**.

TOWNSHIP ROCK LETTING REVIEW

Blue stated that the County Board gave him the authority to award the township MFT rock prices. He explained that the bid tab in the packet shows the different types of stones and suppliers for the different townships, the majority of which came in below the estimate. He noted that the majority of the aggregates come from Tuscola Stone.

LAKE OF THE WOODS ROAD SPEED LIMIT ORDINANCE

Blue explained that the bridge over I74 on Lake of the Woods road has been down to one (1) lane for a couple of years due to the deterioration. He stated that it is an IDOT owned bridge. He noted that it should be on the January letting for IDOT and hopefully replaced this summer with walking/bike path that the Village of Mahomet has built from Route 150 to Lake of the Woods Park. Blue stated the bridge is designed at 35 mph by IDOT and that the current posted speed is 40 mph and that IDOT has asked the County to pass an ordinance reducing the speed limit prior to construction of the bridge. **Motion** by Jay to accept the ordinance; **seconded** by McGuire. It was asked if they would be ready to go from 40 to 35. Jay stated people can't go flying thru there because of the light and was sure it would be signed. Blue said that signs would be posted as soon as the ordinance passed. **Motion carried unanimously.**

OLYMPIAN DRIVE UPDATE

Blue gave an update on the project stating that they are in the Illinois Commerce Commission's judicial process with the administrative law judge, which is a process they have to go through in order for the administrative law judge to make a recommendation to the Illinois Commerce Commission, who can then make an order to spend the money from the Grade Crossing Protection Fund. Blue felt there was a very good chance the project will be approved and once that happens they can put it on a bid date with IDOT. Blue stated that they have the right-of-way negotiations done and have signed agreements, but are waiting for the lawyers to draw up the actual sales contracts. He then gave a timeline of the project. Jay gave some history concerning the project with regards to opponents. McGuire asked about timing for the signing of right of way contracts. Blue stated that they have signed agreements and felt were pretty solid with the negotiations and signed agreement. Jay complimented Blue on his efforts with the project. Mitchell asked if the Lincoln Avenue project could run concurrently with the bridge project. Blue stated the money isn't there to run both projects in the same year and that both projects have some federal money in them. He also noted that there will probably be a stipulation that the bridge project can't open until the Lincoln Avenue project is done due to safety reasons. Discussion continued.

ENGINEERING POSITION – PART TIME/FULL TIME

Blue informed the Committee of his desire to bring in a part-time Engineer, who is currently working at IDOT, with the intent of moving him up to full-time when one of the senior engineers retires at the end of the year. Alix questioned about advertising for a full-time position. Blue said that he asked the County Administrator and was told that as long as there is someone on staff part-time, it isn't a union position, and the person meets all job requirements, it wouldn't be a problem to move them into the position full-time. Alix asked if the part-time position needed to be advertised. Blue stated they've never advertised for part-time positions. Alix said he was going to check with the County Administrator just for clarification.

CONSENT AGENDA

Items VII, VIII, and X are to be placed on the consent agenda.

OTHER BUSINESS

McGuire asked if there was a comprehensive plan and when it was last updated. Alix said Urbana's was done in 2005 and thought Champaign's was done around the same time. McGuire thought the committee might want to re-acquaint themselves with the plan. Blue stated there is a 5-year plan through the pavement management system.

ADJOURNMENT

Meeting declared adjourned at 10:28 am. Blue gave the committee a tour of the Highway Facility.

Respectfully submitted,

Linda Lane Administrative Assistant

CHAMPAIGN COUNTY HIGHWAY DEPARTMENT

JEFF BLUE COUNTY ENGINEER

1605 E. MAIN STREET

(217) 384-3800 FAX (217) 328-5148

URBANA, ILLINOIS 61802

February 8, 2013

COUNTY MOTOR FUEL TAX CLAIMS FOR JANUARY

Req No.	Payee	Description	Amount
6	Champaign County Treasurer	County Equipment Rental - December	38,934.67
7	Sodemann & Associates, Inc.	Engineering Fees - CH. 1 #12-00432-00-RS	60,792.50
8	Harsco Minerals International	861.65 T. Boiler Slag	8,616.50
9	Jeff Blue	Expenses - NCUTCD Meeting	1,025.64
		Arlington, Va 1/8-1/11/13	
10	University of Illinois	T.H.E. Conference Registration & Lunch	120.00
		February 26th & 27th	
11	Harsco Minerals International	1,035.67 T. Boiler Slag	10,356.70

\$ 119,846.01

TOWNSHIP MOTOR FUEL TAX CLAIMS FOR JANUARY

Req No.	Payee	Description	Amount
1	Summers Trucking	Kerr Twp 518.93 tons CM-15 @ 18.02T F&D	9,351.12
2	Tuscola Stone	Ayers Twp 501.7T CA-15 @ 15.29T F&D	7,671.00
3	Tuscola Stone	Colfax Twp 309.61 tons @ 15.45T /227.78 tons	7,687.71
		CA-6/10 @ 12.75T Furnish/Deliver	
4	Tuscola Stone	Pesotum Twp 1007.59 tons CA-15 @ 13.88T	13,985.44
5	Grosso Trucking	Compromise Twp 114.16tons CA-16 @17.23T/	11,544.43
		760.72tons CA-6/10 @12.59T Furnish/Deliver	

\$50,239.70

RESOLUTION NO.

RESOLUTION APPROPRIATING COUNTY MOTOR FUEL TAX FUNDS FOR THE SALARY AND ESTIMATED EXPENSES OF THE COUNTY ENGINEER FOR THE PERIOD FROM DECEMBER 1, 2012 THRU NOVEMBER 30, 2013

WHEREAS, Legislation enacted by the 58th General Assembly amending the law with reference to County Engineers permitting the payment of salary and expenses for the County Engineer out of any general or highway funds of the County; and

WHEREAS, Motor Fuel Tax funds allotted to the County, are considered as highway funds; and

WHEREAS, The County has sufficient Surface Transportation Program funds available and desires to use a portion of said funds to pay a portion of the County Engineer's salary;

NOW, THEREFORE, BE IT RESOLVED, By the County Board of Champaign County, Illinois, the sum of One Hundred Twenty-eight Thousand Two Hundred Sixty-seven Dollars and Forty-four Cents (\$128,267.44) for Salary from December 1, 2012 thru November 30, 2013. Also, the sum of Twenty Thousand Nine Hundred Fifty-two Dollars and Sixteen Cents (\$20,952.16) for Estimated Expenses of the County Engineer, which are approved by the Champaign County Highway and Transportation Committee in accordance with the Champaign County Personnel Policy, be and it is hereby appropriated as follows:

From Motor Fuel Tax Funds: One Hundred Forty-nine Thousand Two Hundred Nineteen Dollars and Sixty Cents (\$149,219.60) for the period from December 1, 2012 thru November 30, 2013; and

BE IT FURTHER RESOLVED, That the County hereby authorizes the sum of Sixty-four Thousand One Hundred Thirty-three Dollars and Seventy-two Cents (\$64,133.72) of their Surface Transportation Program Funds to be made available to the Illinois Department of Transportation for the State's use in exchange for an equal amount of State Funds. The State funds shall not exceed Fifty Percent (50%) of the County Engineer's annual salary; and Resolution No.

BE IT FURTHER RESOLVED, By the County Board of Champaign County, Illinois that the Department of Transportation, Division of Highways of the State of Illinois, be and they are hereby requested to forward a certification, covering the above appropriation to the County Treasurer, as soon as possible; and

BE IT FURTHER RESOLVED, That the County Clerk is hereby directed to transmit two (2) certified copies of this resolution to Mr. Joseph Crowe, District Engineer, Illinois Department of Transportation, Paris, Illinois, for approval.

PRESENTED, ADOPTED, APPROVED AND RECORDED This 21st day of February A.D., 2013.

Alan Kurtz, Chair County Board of the County of Champaign, Illinois

ATTEST:

Gordy Hulten, County Clerk and ex-Officio Clerk of the County Board

Prepared by: Jeff Blue County Engineer



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AMENDED INTERGOVERNMENTAL AGREEMENT FOR THE DESIGN, CONSTRUCTION, AND MAINTENANCE OF OLYMPIAN DRIVE BETWEEN THE CITY OF CHAMPAIGN, THE CITY OF URBANA, AND THE COUNTY OF CHAMPAIGN

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THIS INTERGOVERNMENTAL AGREEMENT is entered into by and between the City of Champaign, a municipal corporation ("Champaign"); the City of Urbana, a municipal corporation ("Urbana"); and the County of Champaign, Illinois ("County")("Parties").

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois authorizes Champaign, Urbana, and the County to contract to perform and share services in any manner not prohibited by law; and

WHEREAS, 65 ILCS 5/11-91.2-1 and 605 ILCS 5/5-102, 5-105, 5-408, 5-410, 5-410.1, 7-101 and 9-101 all provide statutory authority for Champaign, Urbana, and the County to enter into this cooperative agreement with respect to the jurisdiction and maintenance of roads and streets; and

WHEREAS, the responsibility to provide for a highway system rests with Champaign, Urbana, the County, and the State; and

WHEREAS, Champaign, Urbana, and the County desire to perform this function as efficiently and effectively as possible thereby reducing costs to local taxpayers; and

WHEREAS, Champaign, Urbana, and the County find it to be in the best interest of the public to design and construct the section of Olympian Drive from Apollo Drive to Lincoln Avenue according to the location study and project design report that was completed for this road and approved by the Illinois Department of Transportation in 1997; and

WHEREAS, Champaign, Urbana, and the County find it to be in the best interest of the public to design and construct the section of Olympian Drive from Champion Avenue to Duncan Road; and

WHEREAS, Champaign, Urbana, and the County have received \$5,000,000 from the State of Illinois Capital Bill specifically for the Olympian Drive Improvements which requires no local match and is to be used for engineering design fees, land acquisition, construction, and expenses.

NOW, THEREFORE, Champaign, Urbana, and the County, in consideration of the mutual promises and covenants herein, agree as follows:

Paragraph 1. Definitions.

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- (a) "Highway" means any public way for vehicular travel, which has been laid out in pursuance of any law of this State. The term "highway" includes rights-of-way, curbs, sidewalks, bikeways, sidepaths, bridges, drainage structures, channels and detention basins, signs, traffic signals, guards rails, protective structures and all other structures and appurtenances necessary or convenient for vehicular, bicycle, or pedestrian traffic.
- (b) "Direct expenses" include costs for appraisers, ROW agents, attorneys, and other direct expenses necessary for the completion of the project.
- (c) "Engineer" is a Professional Engineer appointed by the lead agency for a project. The duties of the Engineer are described in the IDOT Design Manual.
- (d) "Maintenance" means the performance of all activities necessary to keep a highway in serviceable condition for vehicular traffic.

Paragraph 2. Projects. "Project A" is defined as all work required to complete Olympian Drive from Apollo Drive to Lincoln Avenue. "Project C" is defined as all work required to complete Olympian Drive from 1400' west of Champion Avenue to Duncan Road.

Paragraph 3. Project Description.

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- Project A will include design engineering, acquisition of all rights-of-way, construction engineering, excavation, embankment work, utility relocations, bridges, sidepaths, drainage structures and facilities, installation of signs, traffic signals, and paving for two lanes of Olympian Drive.
- (b) Project C, will include a project development report, design engineering, acquisition of all rights-of-way, construction engineering, excavation, embankment work, utility relocation, sidepaths, installation of signs, drainage structures and facilities and paving for two lanes of Olympian Drive.

Paragraph 4. Lead Agency. Urbana shall be the lead agency for Projects A and C.

Paragraph 5. Engineering and Other Services.

- (a) <u>Consulting Engineer.</u> A Qualifications Based Selection process was used to select the consulting engineer, Hanson Professional Services Inc. ("Engineer"), has been selected to complete the location study update, project design report, plans, specifications, and estimates (PS&E) for Projects A and C. If any change orders are required with the Engineer for Projects A and C, the lead agency shall receive prior written approval from the Champaign City Engineer and the County Engineer before approving any change order. The lead agency shall also obtain written authorization from the Champaign City Engineer should the lead agency determine that it is necessary for any reason to increase the cost of the contracts, provided the increases do not exceed the total approved project budget.
- (b) <u>Other Professional Services.</u> The lead agency shall select and negotiate with other professionals or for other professional services as necessary for the completion of the projects, including, but not limited to, title companies, real estate appraisals, right-of-way

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agents, soils and material testing services and other professional services associated with administering, managing, applying for grants, engineering and acquiring rights-of-way for the projects. Prior to entering into any contract for necessary professional services, the lead agency shall provide a good faith estimate of the cost and a description of such services to the Champaign City Engineer and the County Engineer and obtain their written approval before contracting with any of said professionals. The lead agency shall also obtain written authorization from the Champaign City Engineer and the County Engineer should the lead agency determine that it is necessary for any reason to increase the cost of the contracts for any of said professionals, provided the increases do not exceed the total approved project budget.

Paragraph 6: Right of Way Acquisition

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The City of Urbana shall be the lead agency for any necessary right of way acquisition and shall use the powers given in Paragraph 5(b) to hire professionals to perform legal work in reference to such right of way acquisition. The County Engineer shall be the lead negotiator during right of way acquisition. Since the relevant property to be acquired lies outside the corporate boundaries of Champaign and Urbana the County shall pass legally sufficient resolutions for acquisition of property needed for right of way by eminent domain if needed.

Paragraph 7. Implementation.

(a) <u>Timing.</u> Champaign, Urbana, and the County agree to take all necessary steps to implement the projects and perform those activities set forth in this Agreement. It is the intent of the parties to complete the engineering design work for Projects A and C in 2012. Land acquisition will commence as soon as practical with the preparation of rightof-way plat documents performed during the design phase. Project A and C construction

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timing will be determined on the acquisition of right-of-way and easements and on the availability of Illinois Commerce Commission funding.

(b) <u>Champaign Budgeting; Urbana Budgeting; County Appropriations.</u> For this Agreement there is no financial commitment or share by Champaign, Urbana, or the County.

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Paragraph 8. Maps. Attached hereto as Exhibit A is a map of which the Parties agree is the section of highway subject to the provisions of this Agreement. The limits of Projects A and C are also identified.

Paragraph 9. Funding. The Parties have received \$5,000,000 in funding from the Illinois Jobs Now, Capital Bill that requires no local match. The Parties further agree that these funds shall be used for engineering services, right-of-way acquisition, and construction for Projects A and C. Furthermore, the Illinois Commerce Commission has programmed funding in the amount of \$9,000,000 to be used toward the construction of a bridge over the Canadian National railroad tracks. The balance of funding for the approximately \$16,500,000 Projects A and C cost will come from the federal Surface Transportation Program – Urban (STP-U) funding in the amount of \$2,500,000. If the \$16,500,000 in funding from the Illinois Jobs Now, Capital Bill, the Illinois Commerce Commission, and the STP-U is not sufficient to complete the design, land acquisition, and construction for Projects A and C then the Parties shall first consider using additional STP-U funding. Projected local funding expenditures are currently set at zero for Urbana, Champaign, and the County individually. Any need for additional funding from Urbana, Champaign, and the County will require an amendment to this Agreement.

Paragraph 10. Invoices. A local agency agreement with the lead agency and IDOT is required for Projects A and C for the use of Illinois Jobs Now funds. The lead agency shall make direct payment to the Engineer. The lead agency shall seek immediate reimbursement from IDOT.

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Urbana, Champaign, and the County will enter into necessary agreements for Illinois Commerce Commission and STP-U funding.

Paragraph 11. Effective Date of Agreement. The Agreement shall be effective, as between Champaign, Urbana, and the County, on the date approved by the last of the Parties to approve it.

Paragraph 12. Maintenance. Once Project A and C are completed the following understanding

for maintenance of these projects is as follows:

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- Project A between Apollo Drive and the centerline of the Canadian National railroad bridge shall be the responsibility of Champaign.
- (b) Project A between Lincoln Avenue and the centerline of the Canadian National railroad bridge shall be the responsibility of Urbana.
- (c) Project C shall be the responsibility of Champaign.

Paragraph 13. Amendment. No amendment to this Agreement shall be effective unless it is in writing and signed by the Parties hereto.

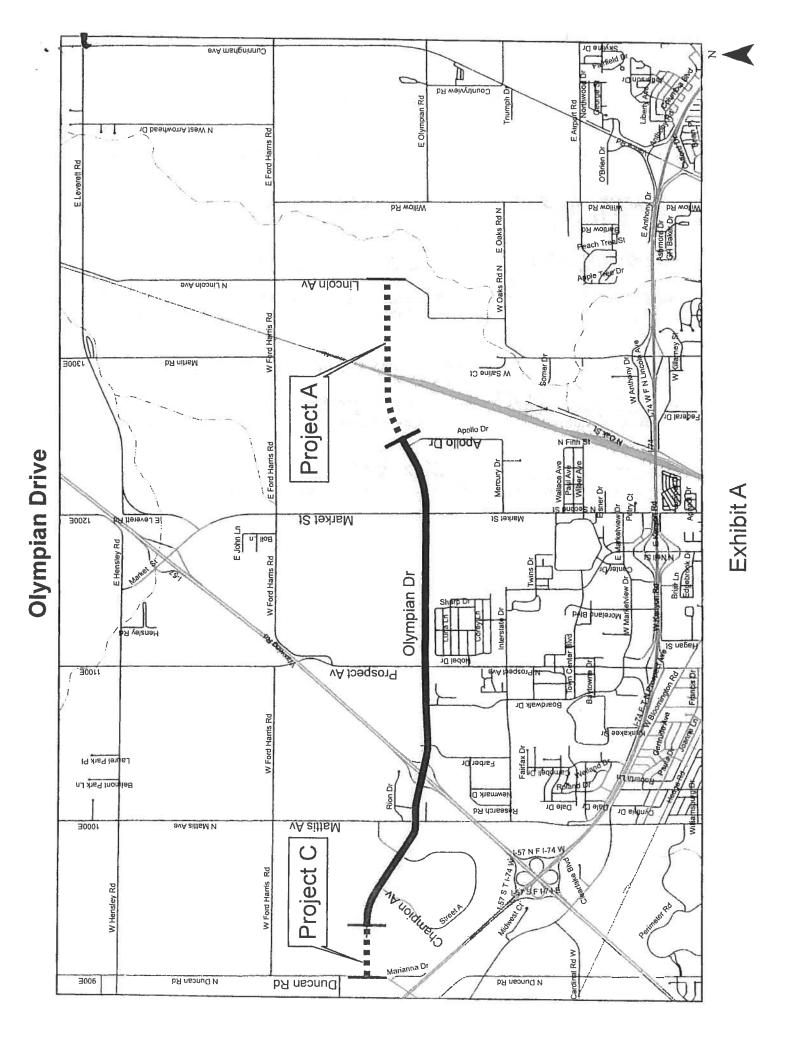
Paragraph 14. Notices. Notice with respect to any matter contained herein shall be sent first class and mailed to:

URBANA: Mayor City of Urbana 400 S. Vine St. Urbana, IL 61801 COUNTY: County Board Chair County of Champaign 1776 E. Washington St. Urbana, IL 61802

City Engineer City of Champaign 702 Edgebrook Dr. Champaign, IL 61820 City Engineer City of Urbana 706 S. Glover Ave. Urbana, IL 61802

County Engineer County of Champaign 1605 E. Main St. Urbana, IL 61802 IN WITNESS WHEREOF, the parties have executed this Agreement.

CITY OF CHAMPAIGN	CITY OF URBANA	COUNTY OF CHAMPAIGN
By: Dilley De Quild City Manager	By fulfun Pro-	By: C. Pin Weth Chair
Date: 404 19, 2011	Date: 6/9/11	Date: 4/21/2011
Attest: Book Williams	Attest: Hullis D. Dan	<u>Attest:</u> Jon Africa
City Clerk	City Clerk	County Clerk
APPROVED AS TO FORM:	APPROVED AS TO FORM:	APPROVED AS TO FORM:
By: DGAOL E GAOL	By: Cut Surray	By:
Asst. City Attorney	City Attorney	Its Attorney
CB 2011-091 5-17-11	5/2/2011	4/21/2011
City Council Approval Date	City Council Approval Date	County Board Approval Date





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