

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Mathew Trout  
Dean Pruett  
Elizabeth Niebruegge  
Lisa Meehling  
Ray Matchett, Jr.  
Mike Blaies

# VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER  
14 SOUTHGATE CENTER, FREEBURG, IL 62243  
PHONE: (618) 539-5545 • FAX: (618) 539-5590  
Web Site: www.freeburg.com

VILLAGE ADMINISTRATOR  
Tony Funderburg

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
John Tolan

POLICE CHIEF  
Stanley Donald

VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C

December 11, 2015

## NOTICE MEETING OF THE PUBLIC PROPERTY COMMITTEE (Streets/Municipal Center/Pool/Parks & Recreation) (Niebruegge/Matchett/Meehling/Trout)

A Public Property Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, on **Wednesday, December 16, 2015 at 6:30 p.m.**

### PUBLIC PROPERTY COMMITTEE MEETING AGENDA

#### SWIMMING POOL:

- A. Old Business
  - 1. Pool/Storm Shelter/St. Clair County Parks Grant
- B. New Business
  - 1. St. John the Baptist Donation Request
  - 2. Smithton Athletic Association Donation Request

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- A. Old Business
  - 1. Approval of November 4, 2015 Minutes
  - 2. Safe Routes to School
  - 3. MFT/Ditch on N. Main
  - 4. Drainage Problem Areas/Southgate Drive/Countryside Lane
  - 5. Shady Lane dispute
  - 6. Community Compost Area/Leaf Program
  - 7. Stormwater Run-Off/Drainage issues
  - 8. E. Apple Issues
- B. New Business
  - 1. Executive Session to Discuss Personnel, 5 ILCS 120/2-(c)(1)
  - 2. Honor Tree Program

C. General Concerns

D. Public Participation

E. Adjourn

At said Public Property Committee Meeting, the Village Trustees may vote on whether or not to hold an Executive Session to discuss potential litigation [5 ILCS, 120/2 - (c)(11)]; the selection of a person to fill a public office [5 ILCS, 120/2 - (c) (3)]; personnel [5 ILCS, 120/2 - (c)(1)]; or real estate transactions [5 ILCS, 120/2-(c)(5)].

VILLAGE BOARD OF TRUSTEES MEETINGS ARE HELD ON THE FIRST AND THIRD MONDAY OF EVERY MONTH

7/16/15 at 6:30pm

① Lake Contracting, Inc 47,855.00

② LRB Construction, Inc 36,961.00

③ Heafner Contracting, Inc 43,740.00

④ Raw Builders, Inc 33,078.00



**Lake Contracting, Inc.**

4650 Stone Church Road

Addieville, IL 62214

Phone: (618) 824-6522, Fax: (618) 824-6521

**Date:** 6-22-15

**Re:** Freeburg Pool Shelter

Lake Contracting Inc is pleased to Quote the following for the Freeburg Shelter

Price includes a total cost to excavate, pour 6" concrete pad, install shelter, backfill, final grade and seed.

The Shelter we are quoting is a stick built pole barn style with surface mounted posts wrapped in cedar on 8' centers the posts are connected with LVL's that will be wrapped in metal. The trusses will be spaced on 2' centers. No information was provided for a ceiling in the pavilion but we included a 29 gauge liner panel ceiling.

The Total cost for this project

**\$47,855.00**

Any questions let me know

Thanks

Dave Lake

# PROPOSAL

## LRB Construction, Inc.

1212 Nth. Walnut St., Breese, Illinois 62230

Administration Office: 618-526-2910 Estimating Office: 618-526-7870 Fax: 618-526-2646

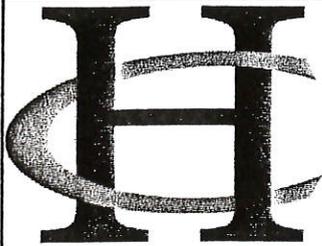
To: Village Of Freeburg	Project Title: New Pavilion
Address	Project Location: Freeburg, IL
	Telephone #
Attn: Tony Funderburg	Facsimile #
Estimate Date: June 22, 2015	Page No. 1 of 1 Pages

LRB Construction proposes to provide the following work;

Labor and material for a new 24' x 48' pavilion/shelter including 6" x 32' x 60' concrete slab per the Village of Freeburg - Advertisement for Bids.

Excludes ceiling in pavilion.

WE estimate hereby to furnish quality workmanship, in accordance with plans and specifications, for the sum of;	
Thirty Six Thousand nine hundred sixty one and 00/100 dollars	\$36,961.00
Remarks	
Please examine carefully as we agree to furnish only labor and material named and described hereon. Upon acceptance of this estimate, please forward your standardized contract, based on the amounts indicated herein, for our review and signature.	
Acceptance of Estimate - I agree with the terms and conditions and hereby authorize LRB Construction to proceed with the work	Note; This estimate may be withdrawn by us if not accepted within 30 Days
Signature _____ Date _____	Signature <b>J. Beckmann Proj. Mgr.</b> Date <b>22-Jun-15</b>
	Authorized Signature for LRB Construction, Inc.



# Heafner Contracting, Inc.

27457 Heafner Drive, Godfrey, Illinois 62035

Phone: 618.466.3678 Fax: 618.466.3413

## PROPOSAL

VILLAGE OF FREEBURG  
BID - POOL SHELTER

Date: 6/22/2015  
PROPOSAL # 1541

**SCOPE OF WORK:** BUILD ONE PICNIC PAVILION 24 X 48 WITH A 32 X 60 CONCRETE PAD

**INCLUSIONS:**

32' X 60' CONCRETE PAD  
24' X 48' PAVILION  
POLE CONSTRUCTED STYLE BUILDING  
CEDAR POLES  
ALUMINUM SOFFIT

**EXCLUSIONS:**

PERMITS  
ELECTRICAL  
PLUMBING  
STAMPED DRAWINGS

*Total Base Bid with all Allowances \$ 43,740.00*

Signature/Title: \_\_\_\_\_

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

Print Name: \_\_\_\_\_

Quote Subject to review after 60 Days



Date: 06/22/15

Quote: Village of Freeburg Pool Shelter

We propose the following items:

- Concrete Slab and footing 32' x 60' 6" thick slab with 6" x 6" reinforcing wire, 10mil poly vapor barrier
- Crushed stone base layer to be provided by Freeburg village
- 8" wide by 32" deep footings
- Light broom finish
- All associated excavation and grading
- Seeding and straw as needed
- 24' x 48' shelter
- 6" x 6" Cedar Post on Simpson AB66R Post Bases, 8' foot spacing
- Aluminum soffit on the outside perimeter & Gables
- Aluminum Fascia
- Gutters & 2 Downspouts
- The beams will be wrapped with Cedar. Beams will consist of 2 x 10 nominal lumber
- Cross bracing for the roof trusses
- 6:12 pitch pre-fabricated wood trusses with 1' overhang
- 30 year architectural asphalt shingles

**Base Price \$33,078.00**

**If sidewalks are required the cost is \$4.50 a Sq Ft.**

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**Alternate to add aluminum soffit to the inside of the structure \$5,000.00**

**This quote is tax exempt**

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RECEIVED

DEC 1 2015

**St. John the Baptist Catholic School**

10 South Lincoln Street - Smithton, Illinois 62285

PHONE: (618) 233-0581

[www.stjohnsschool.us](http://www.stjohnsschool.us)

December 1, 2015

Dear Friend of St. John the Baptist,

On behalf of the St. John the Baptist Catholic School Parent, Teacher and Friends organization, I am writing to ask you to support our upcoming event. On **February 27, 2016**, we will be hosting our **Mardi Gras Dinner Auction**. This event includes a catered dinner, silent auction, and a live auction. It is the primary fundraising event for St. John the Baptist Catholic School, which serves 3-year-old through 8th grade children in Smithton and the surrounding communities.

Our organization hosts this event for the purpose of raising funds to support top notch educational programs at St. John the Baptist Catholic School.

Would you be able to make a difference by contributing a donation? Any donation that you are able to contribute will make a big difference. Donations from businesses not only help us prepare students who make a difference in our community, but also provide you with valuable exposure to several hundred attendees. We also recognize contributions via social media. All donations are tax deductible and appreciated. Our tax exempt number is E9991-5111-07.

You may fill out the enclosed Auction Donation sheet and return it with your donation, or you may contact me and we'll handle everything from picking up items to generating certificates.

Thank you for your support and participation. These children are our future, and they are better equipped to lead because of your impact on their education. May God bless you for your support of St. John's students.

Sincerely,

Vickie Shultz

Dinner Auction Chairperson

(618) 719-1668

[vs021800@gmail.com](mailto:vs021800@gmail.com)

RECEIVED

NOV 04 2015



# Smithton Athletic Association

## Little League Recreational Baseball & Softball



We are writing you on behalf of the Smithton Athletic Association (S.A.A.). Our group is made up of hard working volunteers who dedicate their time and talents to helping youth in our community learn the game of baseball and softball. We are a recreational league where all children are welcome to play.

Our primary fund raising event is the annual S.A.A. Trivia and Silent Auction. Trivia will be held on Saturday, January 16, 2016 at 7:00pm. The funds raised by this single event account for 50% of our operating budget.

We need your help in the way of merchandise and/or service donations which we can offer as attendance prizes or items to be auctioned at our silent auction. Past contributions have included tickets to sporting events, movies, musicals, clothing, gift certificates and general products.

To make a donation, please contact Jennifer Davis at (618) 779-3014 or [jenniferdavis7785@gmail.com](mailto:jenniferdavis7785@gmail.com) . For your convenience, we will be happy to pick up your donation at your place of business. However, if you wish, you can mail your donation to:

Jennifer Davis  
Attn: S.A.A.  
4839 Ledgestone Dr.  
Smithton, IL 62285

Acknowledgement of your kind and generous support will be published and displayed along with your donated item at the Silent Auction. Both Smithton residents and visitors from other communities will see your business as a S.A.A. supporter.

Thank you for your consideration and we hope to hear from you!

Sincerely,  
The S.A.A. board

Please find the 501c3  
information attached.

#37-1261472

VILLAGE PRESIDENT  
Seth Speiser

VILLAGE CLERK  
Jerry Menard

VILLAGE TRUSTEES  
Mathew Trout  
Dean Pruett  
Elizabeth Niebruegge  
Lisa Meehling  
Ray Matchett, Jr.  
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# VILLAGE OF FREEBURG

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14 SOUTHGATE CENTER, FREEBURG, IL 62243  
PHONE: (618) 539-5545 • FAX: (618) 539-5590  
Web Site: www.freeburg.com

Public Property Committee Meeting  
Streets/Municipal Center/Pool/Parks & Recreation  
(Niebruegge/Matchett/Meehling/Trout)  
Wednesday, November 4, 2015 at 6:30 p.m.

VILLAGE ADMINISTRATOR  
Tony Funderburg

VILLAGE TREASURER  
Bryan A. Vogel

PUBLIC WORKS DIRECTOR  
John Tolan

POLICE CHIEF  
Stanley Donald

VILLAGE ATTORNEY  
Weilmuenster Law Group, P.C

The meeting of the Public Property Committee was called to order at 6:30 p.m. on Wednesday, November 4, 2015, in the Municipal Center by Acting Chairperson Matt Trout, Trustee Elizabeth Niebruegge (absent), Trustee Ray Matchett, Trustee Lisa Meehling, Mayor Seth Speiser, Village Clerk Jerry Menard, Trustee Mike Blaies, Trustee Dean Pruett, Public Works Director John Tolan, Village Administrator Tony Funderburg (absent) and Office Manager Julie Polson.

## POOL: A. OLD BUSINESS:

1. Pool/Storm Shelter/St. Clair County Parks Grant: Mayor Speiser asked for the bids on the storm shelter to be put on hold until next month. Public Works Director John Tolan advised the pool is winterized. He is going to wrap the splash pool items and it is 95 % winterized.

## B. NEW BUSINESS: None.

## STREETS: A. OLD BUSINESS:

1. Approval of October 14, 2015 Minutes: Trustee Ray Matchett motioned to approve the October 14, 2015 minutes and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.
2. Safe Routes to School: John advised we did more backfilling around Motomart.

*Trustee Ray Matchett motioned pay Rhutasel and Associates Pay Request #5 not to exceed \$232.57 and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*

3. MFT/Ditch on N. Main: John stated we finished sweeping last week Friday, and he has a little more to do at SAVE site. He has not heard back from Rhutasel regarding N. Main ditch.
4. Drainage Problem Areas/Southgate Drive/Countryside Lane: John is waiting for Stutz to start Countryside Lane, and he will be starting soon on Southgate Dr.
5. Shady Lane Dispute: Julie advised we received the recorded deed from Attorney Manion for the Wilkerson property. He is working with the Phillips to finalize the exchange on the tract and working out the title issues with their parcel and the one belonging to Bill Kallert. Once that is done, he doesn't see any issues with completing the exchange.
6. Community Compost Area/Leaf Program: John advised the leaf program is going pretty good. The new program frees up the full-time workers to concentrate on other projects such as

culverts and the curb and gutter at the grade school. Next year we are going to combine quadrants 3 and 4 which will shorten the time between leaf pickup. You can still bag your leaves and take them to the old sewer plant. John reminded the committee we are cutting back on expenses and that is the reason for the new program.

7. Stormwater Run-Off/Drainage Issues: John has nothing to report.
8. E. Apple Issues: John spoke to Tim Pruett about this and there is no good solution. You could designate it as a collector street, but that would be a huge project.

**B. NEW BUSINESS:**

1. Executive Session to Discuss Personnel, 5 ILCS 120/2-(c)(1):

**EXECUTIVE SESSION**

**6:38 P.M.**

*Trustee Lisa Meehling motioned to enter into Executive Session citing personnel 5 ILCS 120/2 - (c)(1) and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.*

**EXECUTIVE SESSION ENDED**

**6:50 P.M.**

*Trustee Lisa Meehling motioned to end Executive Session at 6:50 p.m. and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried. Trustee Lisa Meehling motioned to reconvene the regular session at 6:50 p.m. and Trustee Ray Matchett seconded the motion. All voting aye, the motion carried.*

John is having a get together for Greg Eckels at the shed on Friday at noon for his retirement. Everyone is welcome to attend.

**C. GENERAL CONCERNS:** None.

**D. PUBLIC PARTICIPATION:**

**E. ADJOURN:** *Trustee Ray Matchett motioned to adjourn the meeting at 6:52 p.m. and Trustee Lisa Meehling seconded the motion. All voting yea, the motion carried.*



Julie Polson  
Office Manager

**COST PLUS FIXED FEE  
INVOICE**

Date: 11/09/15 Invoice No. 1  
Work Order No. \_\_\_\_\_

To: Village of Freeburg  
14 Southgate Center  
Freeburg, IL 62243

From: Rhutasel and Associates, Inc.  
Firm Address: Rhutasel and Associates, Inc.  
P.O. Box 97  
Freeburg, IL 62243

PTB / Item # \_\_\_\_\_  
Route West Apple St  
Section 15-00026-00-SW  
Phase \_\_\_\_\_

Project SRTS-4009(339)  
County St. Clair  
Job No. P-98-309-15

Consultant's Job Number  42115
--------------------------------------

For Professional Services performed as set forth in the Agreement dated: 04/06/15  
& Supplemental Agreement(s) dated: \_\_\_\_\_

1) Invoice Period From: 07/16/15 To: 10/31/15

	This Invoice	Previously Invoiced	Earned to Date	Max allowable
2) Maximum Payable				\$28,000.00
3) Direct Salaries	\$6,250.53	\$0.00	\$6,250.53	
4) QC/QA	\$0.00	\$0.00	\$0.00	
5) Payroll & Overhead				
this invoice				
average	<u>175.0000%</u>			
	\$10,938.43	\$0.00	\$10,938.43	
6) Fixed Fee = 70.5041%	\$2,500.05	\$0.00	\$2,500.05	\$3,545.97
7) Direct Costs Prime	\$52.15	\$0.00	\$52.15	
8) Services by others			\$0.00	
			\$0.00	
			\$0.00	
9) Total invoiced for project including this invoice			<u>\$19,741.16</u>	
10) Previously Invoiced		<u>\$0.00</u>		
11) Payment Due this invoice	<u>\$19,741.16</u>			

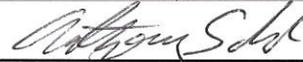
I have reviewed the invoice and found it in compliance with "The Simple Guide To Consultant Payments" published on the Consultant Engineering Sharepoint site. The percent of work shown as completed on this invoice matches the attached Progress Report signed by the project engineer.

I certify the costs included in this invoice have been expended and the percent of work shown as completed on this invoice is correct. As the prime consultant, work invoices included in this invoice for work done by others were reviewed and approved.

Approved  
IDOT Rep. \_\_\_\_\_ Date: \_\_\_\_\_

Consultant: Rhutasel and Associates, Inc.

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

By / Date:   
(Name) Anthony A. Schenk  
(Title) Project Engineer

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

Distribution: 2 complete packages plus 2 copies of invoice form to Liaison Engineer.







Firm Name Rhutasel and Associates, Inc.

From: 07/16/15 To: 10/31/15

PTB/Item # \_\_\_\_\_  
 Route West Apple St  
 Section 15-00026-00-SW  
 County St. Clair  
 Job No. P-98-309-15

Invoice No. 1

Work Order No. \_\_\_\_\_

Item	Max Allowable Rate	Rate	Quantity	Total	Remarks
Overtime Premium (See Personnel Summary)				\$0.00	
Mileage		\$0.55	53.00	\$29.15	
Photocopies		\$0.15	0.00	\$0.00	
Prints		\$2.75	0.00	\$0.00	
Plat		\$2.00	1.00	\$2.00	
Iron Pins		\$3.00	7.00	\$21.00	
<b>Total for period</b>				<b>\$52.15</b>	

**Rhutasel and Associates, Inc.**  
**Time by Job Detail**  
**July 16 through October 31, 2015**

Date	Name	Duration
<b>FREEBURG:42115- WEST APPLE ST SIDEWALK CONNECTOR:42115-010 WEST APPLE ST SIDEWALK / SURVEY</b>		
<b>07 PRINCIPAL SURVEYOR</b>		
08/17/2015	Hake, Gale E	0.50
08/19/2015	Hake, Gale E	0.75
08/21/2015	Hake, Gale E	0.50
08/24/2015	Hake, Gale E	0.50
08/27/2015	Hake, Gale E	1.00
09/01/2015	Hake, Gale E	0.50
Total 07 PRINCIPAL SURVEYOR		3.75
<b>25 PROJECT SURVEYOR</b>		
08/27/2015	Hahn, Greg J	3.50
08/31/2015	Hahn, Greg J	0.50
09/01/2015	Hahn, Greg J	1.00
09/14/2015	Hahn, Greg J	0.50
Total 25 PROJECT SURVEYOR		5.50
<b>40 DESIGN SURVEYOR:FIELD</b>		
08/18/2015	Kaiping, Timothy J.	4.50
08/19/2015	Kaiping, Timothy J.	1.75
08/20/2015	Kaiping, Timothy J.	7.50
08/24/2015	Kaiping, Timothy J.	5.50
08/25/2015	Kaiping, Timothy J.	2.00
09/14/2015	Kaiping, Timothy J.	2.00
Total 40 DESIGN SURVEYOR:FIELD		23.25
<b>40 DESIGN SURVEYOR:OFFICE</b>		
08/10/2015	Kaiping, Timothy J.	0.50
08/17/2015	Kaiping, Timothy J.	2.50
08/18/2015	Kaiping, Timothy J.	1.00
08/19/2015	Kaiping, Timothy J.	1.00
08/20/2015	Kaiping, Timothy J.	0.50
08/25/2015	Kaiping, Timothy J.	0.50
Total 40 DESIGN SURVEYOR:OFFICE		6.00
<b>47 TECHNICIAN V</b>		
08/27/2015	Hahn, Greg J	1.00
Total 47 TECHNICIAN V		1.00
<b>65 TECHNICIAN II</b>		
08/18/2015	Barkau, Richard R	5.50
08/19/2015	Barkau, Richard R	1.75
08/20/2015	Barkau, Richard R	7.50
08/24/2015	Barkau, Richard R	5.50
08/25/2015	Barkau, Richard R	2.00
09/14/2015	Barkau, Richard R	2.00
Total 65 TECHNICIAN II		24.25
Total FREEBURG:42115- WEST APPLE ST SIDEWALK CO...		63.75
<b>FREEBURG:42115- WEST APPLE ST SIDEWALK CONNECTOR:42115-020 WEST APPLE ST SIDEWALK / PDR</b>		
<b>15 PROJECT ENGINEER</b>		
07/28/2015	Smith, Christopher A	3.00
07/29/2015	Smith, Christopher A	4.50
08/12/2015	Smith, Christopher A	3.00
08/14/2015	Smith, Christopher A	2.00
08/20/2015	Smith, Christopher A	2.00
09/03/2015	Smith, Christopher A	2.00
09/04/2015	Smith, Christopher A	4.00
09/08/2015	Smith, Christopher A	5.00
09/09/2015	Smith, Christopher A	4.00
09/11/2015	Smith, Christopher A	2.00
10/19/2015	Schenk, Anthony A	1.00
10/20/2015	Schenk, Anthony A	5.50
10/21/2015	Schenk, Anthony A	3.00
10/23/2015	Schenk, Anthony A	1.00
10/26/2015	Schenk, Anthony A	0.50
10/27/2015	Schenk, Anthony A	1.00

## Rhutasel and Associates, Inc.

## Time by Job Detail

July 16 through October 31, 2015

Date	Name	Duration
10/28/2015	Schenk, Anthony A	1.50
10/30/2015	Schenk, Anthony A	1.00
Total 15 PROJECT ENGINEER		46.00
Total FREEBURG:42115- WEST APPLE ST SIDEWALK CO...		46.00
<b>FREEBURG:42115- WEST APPLE ST SIDEWALK CONNECTOR:42115-030 WEST APPLE ST SIDEWALK / PSE</b>		
<b>15 PROJECT ENGINEER</b>		
08/31/2015	Schenk, Anthony A	1.50
09/01/2015	Schenk, Anthony A	6.50
09/03/2015	Schenk, Anthony A	2.00
09/04/2015	Schenk, Anthony A	5.00
09/09/2015	Smith, Christopher A	2.00
09/10/2015	Smith, Christopher A	2.00
09/11/2015	Smith, Christopher A	4.00
09/25/2015	Schenk, Anthony A	4.00
09/28/2015	Schenk, Anthony A	1.00
09/29/2015	Schenk, Anthony A	5.00
09/30/2015	Schenk, Anthony A	4.00
10/07/2015	Schenk, Anthony A	1.00
10/12/2015	Schenk, Anthony A	0.50
10/13/2015	Schenk, Anthony A	5.50
10/19/2015	Schenk, Anthony A	0.50
10/23/2015	Schenk, Anthony A	0.50
Total 15 PROJECT ENGINEER		45.00
<b>47 TECHNICIAN V</b>		
10/13/2015	Luechtefeld, Mark A	3.00
10/14/2015	Luechtefeld, Mark A	3.50
10/22/2015	Luechtefeld, Mark A	3.50
Total 47 TECHNICIAN V		10.00
Total FREEBURG:42115- WEST APPLE ST SIDEWALK CO...		55.00
<b>FREEBURG:42115- WEST APPLE ST SIDEWALK CONNECTOR:42115-040 WEST APPLE ST SIDEWALK / FINAL</b>		
<b>47 TECHNICIAN V</b>		
10/27/2015	Luechtefeld, Mark A	2.50
Total 47 TECHNICIAN V		2.50
Total FREEBURG:42115- WEST APPLE ST SIDEWALK CO...		2.50
<b>FREEBURG:42115- WEST APPLE ST SIDEWALK CONNECTOR:42115-050 URBANA DRIVE TOPO</b>		
<b>07 PRINCIPAL SURVEYOR</b>		
08/10/2015	Hake, Gale E	0.50
09/10/2015	Hake, Gale E	0.25
09/14/2015	Hake, Gale E	0.75
Total 07 PRINCIPAL SURVEYOR		1.50
<b>25 PROJECT SURVEYOR</b>		
08/05/2015	Hahn, Greg J	1.00
08/21/2015	Hahn, Greg J	1.00
09/10/2015	Hahn, Greg J	1.00
09/14/2015	Hahn, Greg J	2.50
09/17/2015	Hahn, Greg J	0.50
Total 25 PROJECT SURVEYOR		6.00
<b>40 DESIGN SURVEYOR:FIELD</b>		
08/11/2015	Kaiping, Timothy J.	4.50
08/13/2015	Kaiping, Timothy J.	4.00
Total 40 DESIGN SURVEYOR:FIELD		8.50
<b>40 DESIGN SURVEYOR:OFFICE</b>		
08/10/2015	Kaiping, Timothy J.	3.00
08/11/2015	Kaiping, Timothy J.	1.50
08/13/2015	Kaiping, Timothy J.	0.25
08/17/2015	Kaiping, Timothy J.	1.25
Total 40 DESIGN SURVEYOR:OFFICE		6.00

10:31 AM

11/06/15

Rhutasel and Associates, Inc.

Time by Job Detail

July 16 through October 31, 2015

---

Date	Name	Duration
<b>47 TECHNICIAN V</b>		
09/10/2015	Luechtefeld, Mark A	1.00
09/11/2015	Luechtefeld, Mark A	3.00
10/13/2015	Luechtefeld, Mark A	3.00
10/14/2015	Luechtefeld, Mark A	3.50
Total 47 TECHNICIAN V		10.50
<b>65 TECHNICIAN II</b>		
08/11/2015	Barkau, Richard R	4.50
08/13/2015	Barkau, Richard R	4.00
Total 65 TECHNICIAN II		8.50
Total FREEBURG:42115- WEST APPLE ST SIDEWALK CO...		41.00
<b>TOTAL</b>		<b>208.25</b>

# Rhutasel and Associates, Inc. • Consulting Engineers/Land Surveyors Survey Crew Time Sheet

DATE	JOB NAME	JOB #	Mileage		TOT. MI.	CREW MEM.	HRS.	521400	MISC.	ACTIVITY
			Ending	Beginning						
8-10-15	St Clair Co. Hwy Dept Fayetteville Temporal Access Road	40114 (060)	95149	95130	19	TK	3.0	Hubs @ .30 Laths @ .39 Pins @ 2.80 Total \$	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Extend control, Stake 3.0's E-SHARP AT E-PUTT E-TR AND GUNN TO
			95130	RB.		3.0				
8-11-15	Freeburg-Apple Str. side walk copo. Urban Dr. Topo	42115 (050)	95159	95149	10	TK	4.5	Hubs @ .30 Laths @ .39 Pins @ 2.00 Total \$	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Extend HE. & Veet. control, locate R.O.W. MON. & tie in
			95149	RB.		4.5				
8-12-15	Smultken S.R.T.S. CONSTRUCTION	41215 (350)	95185	95160	25	TK	8.0	Hubs @ .30 Laths @ .39 Pins @ 2.00 Total \$	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Stake & Grade 7'0's Blowb N. Side South SK. AS WELL AS CRB TAPERS & RANGES PTS.
			95160	RB.		8.0				
8-13-15	O'Fallon MSR SIDEWALK & Ped. Bridge	40314 (303)	95235	95195	40	TK	3.5	Hubs @ .30 Laths @ .39 Pins @ 2.00 Total \$	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Stake proposed R.O.W. AND T.C.E.'s near OLWE Bridge
			95195	RB.		3.5				
8-13-15	Freeburg-w. Apple side walk connector Urban Dr. Topo	42115 (050)	95239	95235	4	TK	4.0	Hubs @ .30 Laths @ .39 Pins @ 2.00 Total \$	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Topo walk DATA Strip Frame layout to Meaford
			95235	RB.		4.0				
8-14-15	Illinois American water - IL 159 w.L	71215 (010)	95260	95239	21	TK	2.75	Hubs @ .30 Laths @ .39 Pins @ 2.00 Total \$	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Locate marked utilities E. Side IL 159
			95239	RB.		2.75				
8-14-15	Green Media Group IL 13 Billboard	54215 040	95277	95271	6	TK	1.0	Hubs @ .30 Laths @ .39 Pins @ 2.00 Total \$	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Locate sign, ROW PINS E-ROAD etc.
			95271	RB.		1.0				

TR

**Rhutasel and Associates, Inc.**  
Freeburg, Illinois

**Consulting Engineers/Land Surveyors**

**Survey Crew Time Sheet**

DATE	JOB NAME	JOB NUMBER (+Task)	Mileage Ending Beginning	TOTAL MILES	CREW MEM.	HRS.	521400	MISC.	ACTIVITY
8-18-15	Freeburg W. Apple Str. Side Walk Connector	42115 (010)	95299 95287	12	TK. RB.	4.5 5.5	Hubs Laths Pins 4	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Locate ROW manipulation AND Extend HZ CONTROL.
8-19-15	SMITHTON SRTS SANDROCK ROAD STAKEING.	41215 (350)	95314 95299	15	TK. RB.	4.5 4.5	Hubs Laths Pins 6 27	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	CK. EXISTING CONTROL Stake/Guide proposed WALLETS/PIPES AND STAKE R.O.W. 5-SIDES AND ROCK.
8-19-15	Freeburg W. Apple SIDEWALK Connector	42115 (010)	95319 95314	05	TK. RB.	1.75 1.75	Hubs Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	VERTICAL CONTROL
8-20-15	Freeburg W. Apple Str. Side Walk Connector	42115 (010)	95330 95323	7	TK. RB.	7.5 7.5	Hubs Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	TOPO N. SIDE APPLE (FRONT), W. STREET E. TO R.R. ALMOST.
8-21-15	D'FALCON - McBARO Phase 4	42015 (350)	95377 95338	39	TK. RB.	5.0 5.0	Hubs Laths Pins 9 1	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Locate AND CHECK EXIST. HZ. CONTROL CONTROL AND EXTEND SOME OF IT! MARK UP CONTROL AND TANGS.
8-21-15	Lebanon - Rte 4 INTERSECTIONS.	41415 (350)	95407 95377	30	TK. RB.	2.0 2.0	Hubs Laths Pins 4	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Locate ROW pins AND CONTROL AND REWORK UP
8-24-15	Pf FONTANING WILSON ROAD WEST	SARV15 044	95433 95415	18	TK. RB.	1.5 1.5	Hubs Laths Pins 7 3	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Locate Existing pins AT CORNERS ON LOT 30/31 CK-OUT, SET PINS AT NEW CORNERS OF LOT 31 DU
8-24-15	Freeburg W. Apple Str. Side Walk Connector	42115 (010)	95444 95433	11	TK. RB.	5.5 5.5	Hubs Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	TOPO N. SIDE APPLE STR.

REP

**Rhutasel and Associates, Inc. Consulting Engineers/Land Surveyors Survey Crew Time Sheet**  
**Freeburg, Illinois**

DATE	JOB NAME	JOB NUMBER (+Task)	Mileage Ending Beginning	TOTAL MILES	CREW MEM.	HRS.	521400	MISC.	ACTIVITY
9-8-15	O'FALLON - SRTS KAMPMEYER SCHOOL	40915 (302)	96038 95998	40	TK. RB.	7.0 7.0	Hubs Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Topo Strip Around School for Sidewalk Design.
9-9-15	Lebanon - Rte 4 Intersections	41415 (350)	96131 96107	24	TK. RB.	3.5 3.5	24 Hubs 35 Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Stake & Grade Most Arms and Elec Hand- Holes at N. INTERS.
9-10-15	Lebanon - Rte 4 INTERSECTIONS	41415 (350)	96181 96131	50	TK. RB.	8.0 8.0	36 Hubs 40 Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Stake & Grade 2'0/3 Curb at N. Intersection and other misc. staking for contractor.
9-11-15	O'FALLON SRTS KAMPMEYER SCHOOL	40915 (302)	96220 96201	19	TK. RB.	3.0 3.0	Hubs Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Finish topo at westley & SWILEY. for sidewalk design
9-11-15	O'FALLON - Hwy 50 congestion - PLAT OF HIGHWAYS	42215 (030)	96248 96220	28	TK. RB.	4.5 4.5	Hubs Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Field Recon. Tie in monumentation Get characteristics of - RP number 8103/signs
9-14-15	SMITHTON S.R.T.S. IL.159	41215 (350)	96268 96253	15	TK. RB.	6.0 6.0	13 Hubs 45 Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Stake (Grade 2'0/5 E-WALK AND WALLE AREAS along IL.159
9-14-15	Freeburg - W. Apple St. sidewalk	42115 (010)	96286 96282	4	TK. RB.	2.0 2.0	Hubs Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Pick up topo for Chris H. Richard and Apple St.
9-15-15	Lebanon - Rte 4 intersections	41415 (350)	96338 96286	52	TK. RB.	8.75 9.25	4 Hubs 4 Laths Pins	day - 4 Wheeler day - Power Auger #105 day - Boat #106 Misc. Misc.	Stake & grade point 4'0' pts with contractor pins, etc.

City of St. Louis Forestry Division

Tree-Membrance Program

ORDER FORM and PROGRAM INFORMATION

ORDER FORM

Program Information can be found on page 2.

DONATOR INFORMATION

- Name, Address, City, State, Zip, Telephone, Email (Optional)

DEDICATION INFORMATION

- In Honor Of, In Memory Of

The following information will appear on your certificate and the tree-tag. Please print legibly. Space is limited on the tree tag so please do not exceed 30 characters each for the "Person or Event" and the "From" line.

- Person or Event, From, Comments / Requests

MAILING ADDRESS

You will receive a certificate and location map after planting. Please specify below where you would like these two items mailed.

- Check Here If Same As Donator Information, Name, Address, City, State, Zip

DESIRED PARK LOCATION

- Park Name, You may contact the program coordinator for assistance with park selection. A complete list of City parks can also be found at:

www.stlouis-mo.gov/government/departments/parks/parks/ (Click the Link "Browse St. Louis City Parks")

DESIRED NUMBER AND TYPE OF TREES

- Shade, Flowering, Evergreen trees (@ \$150.00 per tree)

RETURN / CONTACT INFORMATION and SIGNATURE

Please retain a copy of this form for your records. Return this form with a check made payable for \$150.00 per tree to the City of St. Louis Forestry Division to:

City of St. Louis Forestry Division
Tree-Membrance Program
1415 N 13th St
St. Louis, MO 63106-4424

I have read and understand the program information contained on page 2.

Signature
Date

Please direct questions about the Tree-Membrance program to these individuals or contact the main office of the

Joshua Carron
Urban Forester
Forest Park
314-289-5317
carronj@stlouis-mo.gov

Forestry Division at
314-613-7200



Christine McCarthy
Urban Forester
All Other City Parks
314-613-7121
McCarthyC@stlouis-mo.gov

This form is also available online for printing at:

www.stlouis-mo.gov/government/departments/parks/forestry/documents/tree-membrance-application-form.cfm

**OVERVIEW of PROGRAM – A LIVING TRIBUTE**

The City of St. Louis Forestry Division’s Tree-Membrance Program offers participants a unique way to honor a loved one or remember a special event by donating a tree to a city park. The Forestry Division will plant a tree in your selected park and attach a tree tag to it listing the type of tree, name of the donator(s) and name of the honored person/event. Program participants receive a commemorative certificate and a map identifying the location of their donated tree. Trees can grow for several hundred years making them an enduring, living memorial for a loved one or a wonderful way to honor someone on their birthday, marriage, anniversary or any special occasion.

**THE TREE YOU DEDICATE**

You can donate a tree from the following categories: shade, flowering or evergreen tree. The exact selection of tree species within those categories is at the discretion of the Forestry Division. Tree-Membrance trees are approximately 2-2 ½ inches in caliper and 5-6 feet tall. Any city park with an existing landscape design, including Forest Park, is open to Tree-Membrance participants. If your desired park location is not available, you will be contacted and asked to select another park. The exact location of a tree within your selected park is at the discretion of the Forestry Division.

You may indicate on the order form any special requests. While every effort is made to honor these requests please know that the Forestry Division selects and locates trees based on the planting needs of the park selected and the most appropriate site for the type of tree selected. Therefore, it may not be possible to honor a particular special request. If the honoring of a special request is contingent upon the donation of your tree it is strongly recommended you contact a program coordinator and discuss your request prior to submitting this order form for processing. Program coordinator contact information is located at the bottom of the first page.

**COST**

Tree-Membrance trees can be donated at the price of \$150.00 each. Only payments by check or money order are accepted at this time and are made payable to the City of St. Louis Forestry Division. Payment must accompany returned order forms. The return address for completed order forms is on the first page and forms can be returned via the mail or in person during normal business hours (9am – 5pm M-F) to the address on page 1.

**HOW THE PROGRAM WORKS**

1. Complete the Tree-Membrance order form and return it to the Forestry Division. If you have questions or require additional information please contact a Program Coordinator.
2. Orders received between:
  - January 1 and June 30 will be planted between November 15 and January 31
  - July 1 and December 31 will be planted between February 1 and April 30

A Tree-Membrance tree tag will be placed on the tree with the specified dedication information when it is planted.

3. After the tree has been planted, a certificate and a map showing the approximate location of the tree will be mailed to the mailing address specified on this form.
4. Tree-Membrance trees have a 5 year replacement guarantee. If a tree should die within 5 years of its original planting a replacement will be planted during the next available planting season.

**ADDITIONAL INFORMATION**

- To maintain a natural setting for all park visitors, the placement of objects or other materials of any kind in, on or adjacent to tree-membrance trees other than the tree-membrance tag is prohibited. Unauthorized items and materials are subject to removal by Forestry Division staff.
- The Forestry Division reserves the right to remove any tree that becomes a hazard, diseased, infested, a nuisance or that will adversely affect any park improvement.
- Tree-Membrance trees are guaranteed for 5 years with the following stipulations: a replaced tree may not be the same size as the original tree or the same species and may be moved to a different location if this is deemed appropriate to increase the survivability of the tree and/or is in the best interest of the City.
- Please report any concerns or problems with a Tree-Membrance tree to a program coordinator at any time

**FOR OFFICE USE ONLY**

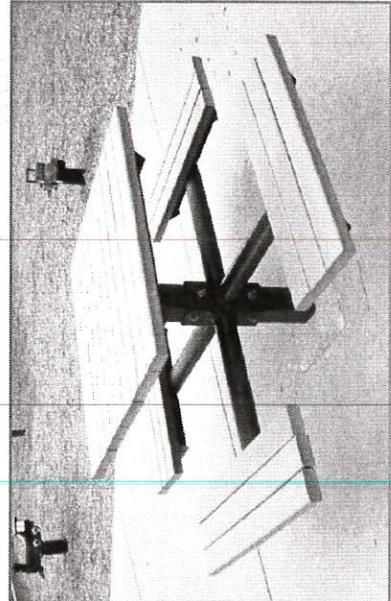
- Date Received / Paid: \_\_\_\_\_
- Species Selected: \_\_\_\_\_
- Date Planted: \_\_\_\_\_



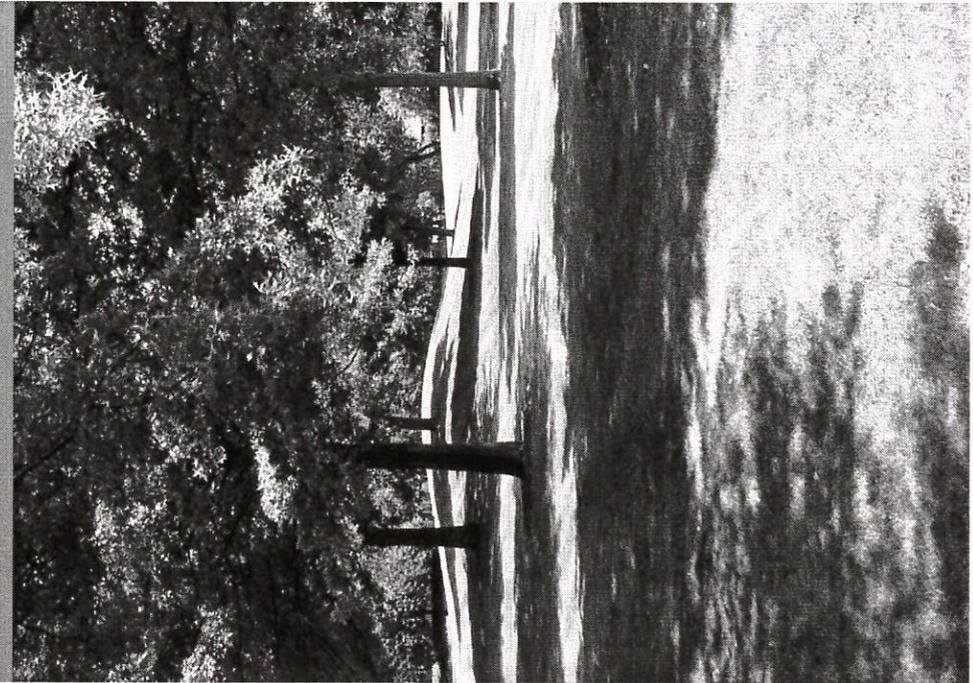
**HONOR A SPECIAL PERSON OR OCCASION  
THROUGH DEDICATING A TREE, A PARK BENCH,  
A PICNIC TABLE, OR A SMALL PICNIC SHELTER.**

This Naperville Park District program provides a meaningful way of commemorating a special event such as a wedding, an anniversary or the birth of a child. It also makes a wonderful memorial to a loved one.

Donations can be made to plant a tree in a park of the donor's choosing, in consultation with park staff. In addition, selected park amenities, including benches, picnic tables, and small shelters, can be dedicated to commemorate a special person or event.



*Remembrance Program*



NAPERVILLE PARK DISTRICT  
320 W. JACKSON AVE.  
NAPERVILLE, IL 60540  
WWW.NAPERVILLEPARKS.ORG

## THE REMEMBRANCE TREE PROGRAM

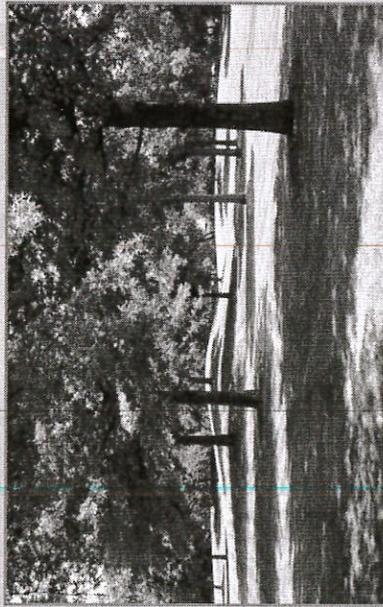
### *Plant a tree and preserve a memory*

#### **How do I donate a tree?**

For a donation of \$500, a tree will be planted at a park of the donor's choosing. The Park District will provide a list of available parks. One of the District's knowledgeable staff will meet with the donor to assist in selecting a location within the chosen park.

The Park District will provide the donor with an approved tree species list. The District's landscape architects have chosen varieties of trees that are well suited to park soil conditions. Staff also can assist the donor with the selection of the tree if the donor so desires.

Additionally your gift includes a beautiful, cast solid bronze engraved plaque that will be mounted at the base of the tree. You will create your unique message using an allotted number of characters.



#### **Details about the Remembrance Tree Program**

All trees chosen for planting are 2½ to 3 inches in diameter, since young trees this size have the best chance of survival after transplanting. In the event that your tree dies within three years of planting, the Naperville Park District will ensure that a replacement is planted in its place as promptly as schedules and weather allow. In the event the tree dies after three years, the donor will be given the opportunity to purchase a replacement tree.

The Park District will maintain the plaque for as long as a tree remains in place.

Trees will be moved into their new homes in the spring or fall, in conjunction with the Park District's planting schedule.

#### **Benefits of tree donations**

The planting of trees provides many added benefits to our environment:

- Trees absorb carbon dioxide (CO<sub>2</sub>) and convert it into the oxygen we breathe.
- The roots of trees often trap pollutants that would normally contaminate ground water.
- Trees also hold soil in place and falling leaves return nutrients to the ground.
- Trees assist in climate control, reduce air conditioning costs and air pollution.
- Trees provide a shelter and breeding places for wildlife.

Give the gift that cultivates the earth and keeps important memories alive.

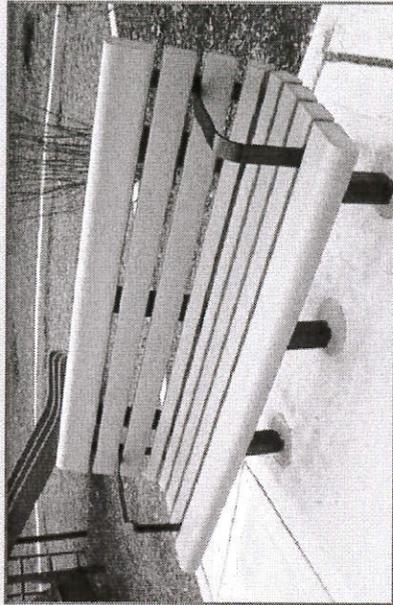
## REMEMBRANCE BENCHES, PICNIC TABLES AND SMALL PICNIC SHELTERS

*Enhance a playground or neighborhood park while honoring someone special*

#### **How do I donate a bench, picnic table, or shelter?**

Each year, there are opportunities to add new benches and other amenities to our parks, following the schedule of the Naperville Park District's capital development plan. If you are interested in purchasing a commemorative bench, picnic table, or shelter, a District staff member will explain the available locations, styles, and costs.

Additionally your gift includes a beautiful, cast solid bronze engraved plaque that will be mounted either directly in front of the amenity or placed on the structure, as appropriate. You will create your unique message using an allotted number of characters.

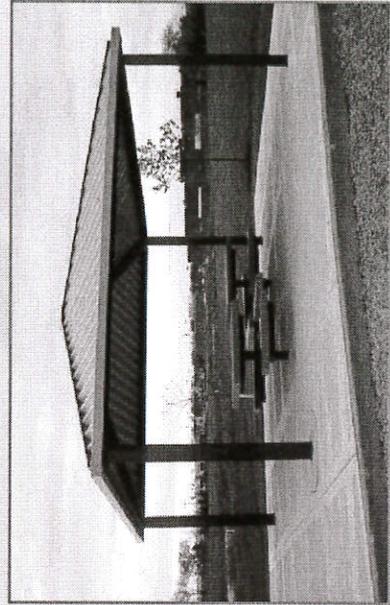


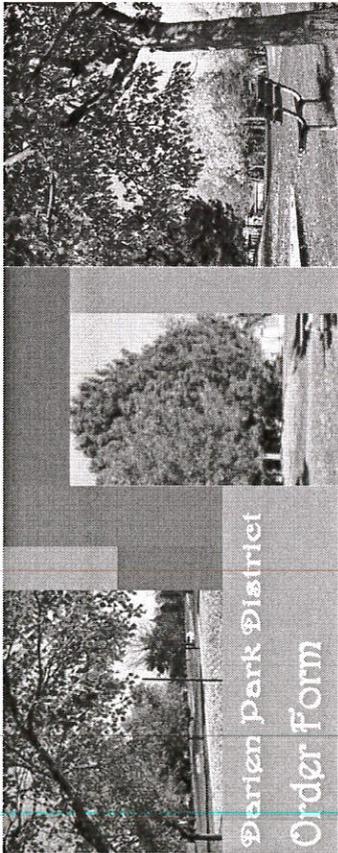
#### **Who do I contact?**

To make a donation of a Remembrance tree, bench, picnic table, or shelter, please contact the Naperville Park District at 630-848-5000 or [www.napervilleparks.org](http://www.napervilleparks.org).

## THE REMEMBRANCE PROGRAM: GIVE A GIFT, CREATE A MEMORY

First and foremost, your participation guarantees a lasting commemoration of a special event or individual. Secondly, the recognition of the individual/event is enhanced through the engraved commemorative plaque, as it shares your memories with anyone who sees it. Additionally, a gift such as this serves as a reminder of those people and events that make our lives special and make us whole.





Darien Park District  
Order Form

Darien Park District  
7301 Fairview Ave. • Darien, IL 60561  
Phone: 630-968-6400 • Fax: 630-968-7834

# Trees For Memories



## Tree Selection (Please Choice)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Norway Spruce | <input type="checkbox"/> Colorado Blue Spruce | <input type="checkbox"/> Austrian Pine    |
| <input type="checkbox"/> White Pine    | <input type="checkbox"/> Douglas Fir          | <input type="checkbox"/> Service Berry    |
| <input type="checkbox"/> Redbud        | <input type="checkbox"/> Japanese Tree Lilac  | <input type="checkbox"/> Bald Cypress     |
| <input type="checkbox"/> Hackberry     | <input type="checkbox"/> Kentucky Coffeetree  | <input type="checkbox"/> Red Sunset Maple |
| <input type="checkbox"/> Ginkgo        | <input type="checkbox"/> Other: _____         |   |

## Getting Involved

A one-time donation will purchase a tree with an inscribed plaque. A letter confirming your donation will be sent to the donor. Simply complete the form and plaque inscription provided below.

Your **Trees For Memories** contribution is tax deductible as allowed by law. Checks should be made payable to the Darien Park District.

Donor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Amount of Donation \$ \_\_\_\_\_

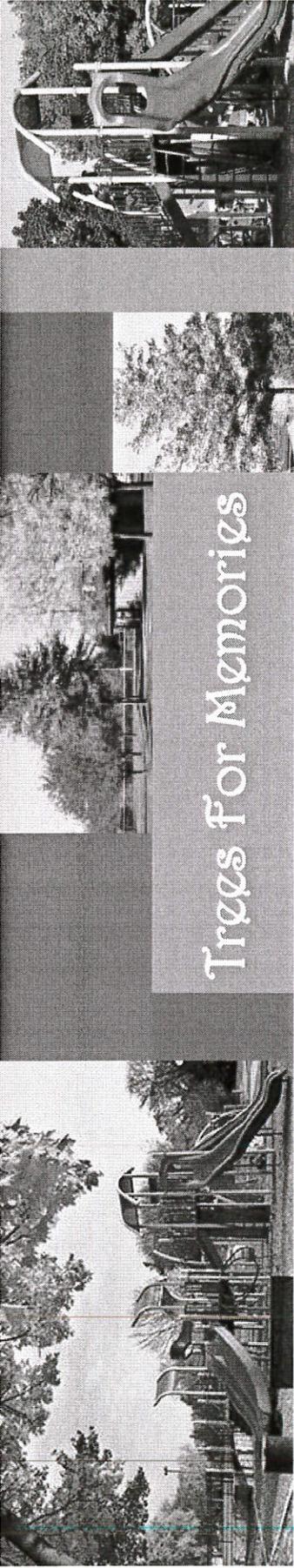
Preferred Park: \_\_\_\_\_

Inscription (maximum 5 lines, 17 characters (letters, numbers, and spaces) per line.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

\*The Darien Park District has the final say on what type of tree is planted and where.

Please return form to:  
Darien Park District  
Blake Ermanis, Superintendent of Parks  
7301 Fairview Ave. • Darien, IL 60561



# Trees For Memories

## *Lasting Recognition*

By sponsoring a tree, you are giving back to your community and providing a lasting memorial to your loved one, or to commemorate a special event. Your tree will be a living remembrance that will enhance the community for many years to come.

## *Making A Difference*

A tree's green foliage provides cool shade during the summer months and a warm display of brilliant colors in the fall.

Once you decide upon a park location, our staff will assist you to select the species of tree best suited to that location. A mulched tree ring will be placed around the base of the tree to further ensure the tree's welfare and aesthetic appearance.

A memorial leaf will be installed on the wall of the Community Center on the Tree of Memories. The leaf will have the person's name that the tree was dedicated to, the type of tree, the location of the tree, and the year it was planted. If you would like a plaque for the base of the tree there would be an additional charge of \$30.00.

Trees will be planted either in the Spring or Fall, depending upon the type of tree chosen. The application deadline is April 1<sup>st</sup> for Spring and September 1<sup>st</sup> for Fall.

## *Tree Selection*

The participants in **Trees For Memories** may select the species of tree desired and choose any park within the boundaries of the Darien Park District as possible sites for trees.

## Memorial Tree Price Categories

Tree	Category	Price
Norway Spruce	Evergreen	\$200.00
Colorado Blue Spruce	Evergreen	\$200.00
Austrian Pine	Evergreen	\$200.00
White Pine	Evergreen	\$200.00
Douglas Fir	Evergreen	\$225.00
Service Berry	Ornamental	\$225.00
Redbud	Ornamental	\$225.00
Japanese Tree Lilac	Ornamental	\$225.00
Bald Cypress	Shade	\$225.00
Hackberry	Shade	\$250.00
Kentucky Coffeetree	Shade	\$250.00
Red Sunset Maple	Shade	\$250.00
Ginkgo	Shade	\$300.00

**Note:** Other species may be planted upon approval. Larger sizes may be available for some trees at an additional cost.

Each tree will be cared for in accordance with our maintenance program. The Darien Park District reserves the right to move or replace the tree.

For more information on how to participate in the **Trees For Memories** program, please call our Superintendent of Parks, Blake Ertmanis at (630) 968-6400 ext. 122.

(Order form on reverse side)