



Carbondale City Council Meeting
Tuesday, June 9, 2026 - 6:00 PM
City Council Chambers, 200 South Illinois Avenue
Carbondale, Illinois 62901

Visitors are welcome to all meetings of the City Council. Please silence electronic devices before entering. City Council meetings are deliberative sessions by members of the governing body. Civility and decorum are expected and required at all times.

The public may address the Council on a matter not covered by the printed Agenda during the Public Comments agenda item; comments and concerns should pertain only to matters relevant to City business. If you wish to address the Council about an item on the Agenda, please raise your hand at the time the Mayor invites audience comments on that item. Speakers may comment once per item for up to four minutes. No speaker may allocate minutes to another person or group. A maximum of thirty minutes will be permitted for public comments, and a maximum of twenty minutes per agenda item will be allowed for public comments on all of the items except public hearings.

All matters listed under the Consent Agenda are considered to be routine in nature and will be enacted by one motion. Unless otherwise specifically requested, there will be no separate discussion on these items.

1. Roll Call

2. Public Comments

3. Council Comments and Proclamations

1. Proclamations for Pride Month and Special Olympics USA Games Week

4. Public Hearings and Special Reports

1. Public Hearing for Sale of City-Owned Property in the 400 Block of North Robert Stalls

5. Consent Agenda

1. Approval of City Council Meeting Minutes from May 26, 2026
2. Approval of Warrant 1538 for Period Ending 05/22/2026 in the amount of \$2,161,191.17
3. A Resolution Authorizing the City Manager to Enter Into a Memorandum of Understanding for the Operation of Veo Ridershare Program at Southern Illinois University of Carbondale Campus
4. Approval of Wells Fargo Warrant for the Period Ending 04/30/2026 FY 2026 Warrant #WF 04/2026 in the Amount of \$311,829.84
5. A Resolution Authorizing City Staff to Initiate a Text Amendment to Title 15 Relative to Regulations for the Primary Business District (BPR)
6. Award the Contract for Engineering Design Services to TWM, Inc. and Approve a Resolution Appropriating MFT Funds for the Design of the Chautauqua Road Rehabilitation CIP ST2701 in the Amount of \$17,000

7. Award of Purchase of MFT Maintenance Materials for FY2027
8. Award of Contract for Poplar, Cherry, and College Streets Rehabilitation and Overlays (CIP Project ST2501) to Samron Midwest Contracting Inc., of Murphysboro, Illinois in the Amount of \$1,987,302.02
9. Resolution to Approve a Continuous Encroachment Permit of the Public Alleyway at 200 West Elm Street to Sai Krishna LLC
10. Ordinance Authorizing a Budget Adjustment to the Police Department's FY2027 Budget in the Amount of \$75,957.00 from the Illinois Law Enforcement Training Standards Board Recruitment and Retention Grant
11. An Ordinance Declaring City-Owned Real Property as Surplus and Authorizing the Mayor to Execute a Quit-Claim Deed to A. Davis for Parcel Number 15-16-482-052

6. General Business

1. A Resolution Authorizing the City Manager to Enter Into an Operations and Management Agreement for the Coworking Space in the Southern Illinois Multi Modal Station

7. Executive Session

8. Adjournment



Agenda Item Details

Meeting: June 9, 2026 - City Council Meeting
Category: Council Comments and Proclamations
Subject: Proclamations for Pride Month and Special Olympics USA Games Week
Type: Procedural
Recommended Action: Mayor Harvey will proclaim the month of June 2026 as Pride Month
Mayor Harvey will proclaim June 20 - 26, 2026, as Special Olympics USA Games Week
Goals: Goal 1: Provide a high quality of life and foster a sense of community.
Goal 2: Establish programs/processes/networks to include diversity/inclusion/equity and justice.
Goal 7: Build on expand and develop new relationships with SIU/SIH and other regional entities.
Originating Department: City Manager

Background:

Additional Information:

Attachments:

1. Proclamation for Pride Month, 2026-06-09
2. Proclamation for Special Olympics USA Games Week, 2026-06-09

Motion & Voting: Mayor Harvey will proclaim the month of June 2026 as Pride Month
Mayor Harvey will proclaim June 20 - 26, 2026, as Special Olympics USA Games Week

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

Proclamation

Whereas, Pride Month celebrates LGBTQ pride, history, resilience, and contributions, with special recognition of the Stonewall Riots; and

Whereas, the Carbondale community recognizes and honors the historical, cultural, artistic, civic, and social contributions of LGBTQ individuals at the local, state, and national levels; and

*Whereas, in 1971, students at Southern Illinois University Carbondale made history by forming one of the nation's earliest LGBTQ-focused student organizations, the **Gay Liberation Organization**; and*

Whereas, on June 3, 2018, Carbondale hosted its first Pride Walk and Festival, demonstrating the community's ongoing commitment to visibility, inclusion, and celebration; and

Whereas, the Carbondale community has long been a welcoming and affirming place for LGBTQ individuals throughout the region.

Now, therefore, I, Carolin Harvey, Mayor of the City of Carbondale, Illinois, do hereby proclaim the month of June 2026 as:

PRIDE MONTH

in the city of Carbondale, Illinois, and encourage residents to celebrate Pride Month by joining community events and working together to build a more inclusive, compassionate, and welcoming future for everyone.

Ordered this ninth day of June 2026.

Carolin Harvey, Mayor

Jennifer R. Sorrell, City Clerk

Proclamation

- Whereas, the Special Olympics movement is dedicated to empowering individuals with intellectual disabilities to become physically fit, productive, and respected members of society through sports training and competition; and*
- Whereas, the 2026 Special Olympics US Games in Minneapolis, MN, will showcase over 3,000 extraordinary athletes, 1,500 coaches, and 10,000 volunteers from across all 50 states, representing the highest level of athletic achievement; and*
- Whereas, Team Illinois will send 54 athletes and Unified Partners to compete in eight different sports, supported by 14 coaches and 9 staff members; and*
- Whereas, these athletes have shown exceptional dedication, courage, and perseverance in their training to reach the national stage; and*
- Whereas, the USA Games are a beacon of inclusion and unity, demonstrating the transformative power of sport to break down barriers and change perceptions; and*
- Whereas, the City of Carbondale is immensely proud to be represented by hometown athletes Sheridan K. Coleman in powerlifting and Valerie Demsler in swimming, as they showcase their abilities.*

Now, therefore, I, Carolin Harvey, Mayor of the City of Carbondale, Illinois, do hereby proclaim June 20 – 26, 2026, as

SPECIAL OLYMPICS USA GAMES WEEK

in the city of Carbondale, Illinois, and encourage residents to celebrate the #InclusionRevolution, recognize the potential of every individual, and support our local champions as they represent the best of our community on the national stage.

Ordered this ninth day of June 2026.

Carolin Harvey, Mayor

Jennifer R. Sorrell, City Clerk



Agenda Item Details

Meeting: June 9, 2026 - City Council Meeting
Category: Public Hearings and Special Reports
Subject: Public Hearing for Sale of City-Owned Property in the 400 Block of North Robert Stalls
Type: Public Hearing
Recommended Action: Hold a Public Hearing to Hear Public Input on the Sale of City-Owned Property in the 400 Block of North Robert A Stalls
Goals: Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Originating Department: City Attorney

Background: On February 22, 2022, the City Council held a Public Hearing and later adopted a Resolution to sell a parcel adjacent to Carlton Smith's primary residence, which he had maintained for many years. In 1990, the City of Carbondale sold the property immediately adjacent to this parcel to Mr. Smith. Following that meeting, Mr. Smith became very ill and was unable to complete the transaction before his passing, and the City continued to retain ownership of the parcel. Since his passing, his decedents have since sold his primary residence adjacent to the parcel in question to A. Davis. His family is requesting that the City sell this parcel that was intended to be sold to Mr. Smith to A. Davis to complete the conveyance as intended.

A notice of the proposed land sale must be published at least 7 days, but not longer than 30 days, prior to a public hearing before the City Council. The notice was published in the *Southern Illinoisan* on the 30th of May, 2026.

Staff recommends the City Council hold a Public Hearing to hear testimony in favor of or in opposition to the conveyance of said real estate. An Ordinance authorizing the conveyance of said real estate will be considered later in the agenda.

Additional Information:

Attachments:

1. Publication Notice of Public Hearing 15-16-482-052

Motion & Voting: Hold a Public Hearing to Hear Public Input on the Sale of City-Owned Property in the 400 Block of North Robert A Stalls

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

AFFP

CITY OF CARBONDALE NOTICE OF P

Affidavit of Publication

STATE OF IL }
COUNTY OF JACKSON } SS

CITY OF CARBONDALE
NOTICE OF PROPOSED LAND SALE

Johnny Blazina, being duly sworn, says:

That he is Sales Manager of the The Southern Illinoisan, a daily newspaper of general circulation, printed and published in Carbondale, Jackson County, IL; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

May 30, 2026

The Carbondale City Council, pursuant to Carbondale Revised Code 1-13-8, Section C will hold a Public Hearing on Tuesday, June 9, 2026, at 6:00pm at the regularly scheduled City Council meeting to consider the proposed sale and conveyance of certain real estate. The real estate proposed to be sold is described as follows:

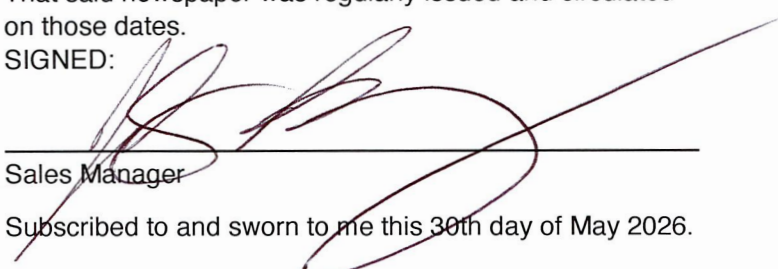
W 25' OF N 90' OF S 140 & N 10' OF S 150' OF OUT LOT 89 16-9-1 506/223 374/240 206/333

Parcel# 15-16-482-052

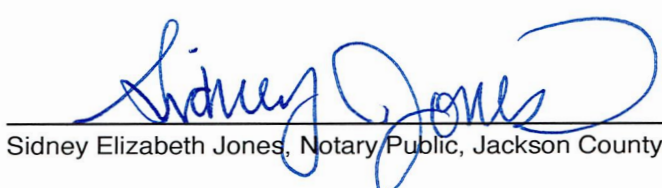
This irregular shaped lot will be sold to A. Davis for \$10, pursuant to Section C, the property shall be declared surplus property as it is no longer necessary, appropriate, required for the use of, profitable to or for the best interests of the city of Carbondale.

That said newspaper was regularly issued and circulated on those dates.

SIGNED:


Sales Manager

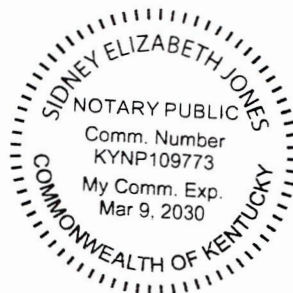
Subscribed to and sworn to me this 30th day of May 2026.


Sidney Elizabeth Jones, Notary Public, Jackson County, IL

My commission expires: March 09, 2030

70133741 71495076

Jeffrey M. Davis
City of Carbondale Finance Department
P.O. Box 2047
Carbondale, IL 62901



A person walks by a sign in the NBA basketball draft lottery in Chicago in May 10.

NBA's board of governors passes anti-tanking changes to draft lottery

BY TIM REYNOLDS
AP BASKETBALL WRITER

The NBA approved sweeping changes to the draft lottery on Thursday that will strip the teams with the worst records from receiving the best odds of winning the No. 1 pick, something the league hopes will prevent tanking.

A vote by the league's Board of Governors made the plan official for the next three seasons. The "3-2-1 Lottery" proposal expands the event to 16 teams, flattens odds of winning the No. 1 pick and will try to deter teams from tanking by lowering lottery chances for teams that have the worst records.

They can still win the lottery, but they'll have to buck odds to do so. The three worst teams will have 5.4% odds of winning, while teams that finish with the fourth- through 10th-worst records will all have 8.1% chances of winning.

"Since October, the league office has met with key stakeholders to discuss current competitive incentives and solicit ideas aimed at discouraging tanking," the league said Thursday in announcing the move. "That process led to the creation of the 3-2-1 Lottery."

ESPN reported the vote was 29-1, with Memphis casting the lone dissenting ballot.

The vote on Thursday fulfilled a promise from Commissioner Adam Silver, who vowed that the league — which has changed the lottery system about a half-dozen times in the last 40 or so years — would strongly address the tanking issue before next season.

Starting with next year's lottery, the 16 participating teams will all get somewhere between one and three lottery balls — the 3-2-1 part — awarded in this manner:

— The losers of the No. 7 vs. No. 8 play-in games in both conferences will get one lottery ball each.

— The No. 9 and No. 10 seeds going into the play-in tournament will get two lottery balls each.

— The remaining 10 teams that miss the play-offs and the play-in will all get three lottery balls — with the exception of the three worst teams in the standings. They will enter "draft relegation" and have one of their lottery balls taken away, which is the anti-tanking part of the plan.

Tanking was a huge — and from the league standpoint, regrettable — talking point this season. The Utah Jazz were fined \$500,000 "for conduct detrimental to the league" over the way two top players were held out of the fourth quarter of a pair of games, one of which

the Jazz actually won. The Jazz had reason to limit their win total this season; too many victories would have meant risking a chance to have a top-eight pick in next month's draft, a pick that Utah wound up securing.

Utah was among five teams — draft lottery winner Washington, Indiana, Memphis and Brooklyn were the others — that had winning percentages below .180 after the All-Star break. There had never been a season where so many teams lost so regularly after the break, until now.

Under the new plan, the teams that finish with the three worst records cannot fall below the No. 12 pick. But the best odds of winning No. 1 would go to the other seven teams that miss the play-in and the playoffs.

The No. 9 and No. 10 play-in seeds would also have a 5.4% chance of winning the lottery, and the losers of the No. 7 vs. No. 8 play-in games would both have a 2.7% chance.

There are other caveats within the new plan, including that no team can win back-to-back No. 1 picks and that the NBA will now have "expanded disciplinary authority" to address tanking — with potential moves including lowering teams' lottery odds or even changing draft positions.

Travis Kelce takes photos with fans after Game 3 in the Eastern Conference finals NBA basketball playoffs series between the New York Knicks and the Cleveland Cavaliers in Cleveland on May 23.

Kelce joins Cleveland Guardians ownership group as an investor

BY JOE REEDY
ASSOCIATED PRESS

CLEVELAND — Travis Kelce is a three-time Super Bowl champion, four-time All-Pro and fiance of music superstar Taylor Swift.

On Wednesday he added minority investor in the Cleveland Guardians to his resumé.

The Guardians announced before their game against the Washington Nationals that the Kansas City Chiefs tight end has purchased a minority share in the franchise.

The Cleveland Heights native bought a small share of David Blitzer's 35% stake. Blitzer can become the controlling owner after the 2027 season or he can wait to exercise that option later.

"The opportunity came across my desk and I just couldn't say no," Kelce said on the "New Heights" podcast with his brother, Jason Kelce. "These guys (Blitzer and majority owner Paul Dolan) gave me the opportunity to show my Cleveland love and plant my roots in Cleveland forever, no matter what. It's an awesome feeling knowing that a childhood kid that grew up on the east side is now part owner of his favorite baseball team."

Kelce lettered in football, basketball and

baseball at Cleveland Heights High School. He was a Cleveland Plain Dealer baseball player of the week after going 14 for 22 with two home runs and 12 RBIs during one stretch in May 2008, his senior year. He also played on a collegiate summer team in 2010 while attending the University of Cincinnati.

"Travis Kelce knows what it takes to win at the highest levels and he's exemplified that throughout his playing career and in the way he shows up as a community leader and businessman," Dolan and Blitzer said in a joint statement. "He cares deeply for Cleveland and Northeast Ohio and is committed to supporting our mission of building out a world-class organization that helps uplift the communities we serve. It's great to welcome Travis home and we know he'll make a lasting impact here."

Kelce was wearing a Guardians' City Connect jersey during the podcast and recounted going to games growing up. The brothers said their favorite players during childhood were Albert Belle and Jim Thome.

"There's so many countless memories of the 1990s and then early 2000s where it's

in me to always root for the Guardians and always wanted to be a part of them from," he said. "It's a dream come true for a Cleveland kid. Any Cleveland kid would be through the roof right now, and I'm happy to be the honorable one to get to do it for us."

Kelce and Swift were in Cleveland last weekend and attended Game 3 of the Eastern Conference finals between the Cavaliers and New York Knicks.

Kelce's first act as part of the Guardians will be to throw a first pitch on June 14 against the Detroit Tigers. He tried to throw the first pitch during Cleveland's 2023 home opener against Seattle but ended up throwing a ball that spiked near the plate and skipped to the backstop.

Guardians manager Stephen Vogt was mostly thrilled to hear about Kelce joining the organization. Vogt is a die-hard San Francisco 49ers fan and hasn't forgiven Kelce for the Super Bowl wins over his favorite football team.

"I'm still a little bit bitter because the Chiefs beat the Niners twice in the Super Bowl," Vogt said before the series finale against the Nationals. "But outside of that, it's pretty cool to have Kelce on board."

THE SOUTHERN ILLINOISAN Classifieds

TO PLACE AN AD CALL: 618-351-5037 • OR LOG ONTO thesouthern.com/placemyad

Display ad deadlines are 2 days prior by 10am • Line ad deadlines are day before publication at 3pm

Jobs • Homes • Auto • Yard Sale • Lost & Found

0150 GARAGE/ESTATE SALES

Garage Sale
Fri 5/22/26 - Sun 5/31/26.
8am - 4pm
2131 2nd Street, Mulkeytown
Large hoses, shop vacs, small air compressors, generators, golf items, men's shoes & clothing. Come by and see us.

Village of Pittsburg
Annual Yard Sale
Saturday, June 6, 2026
From 8am to 12pm.

0200 EMPLOYMENT

Porch and Deck Repair. Free Estimates 618-922-0762

Fire Chief Position
City of West Frankfort

The City of West Frankfort is accepting applications for the position of Fire Chief. The Fire Chief works closely with other local, state and federal agencies. The Fire Chief is expected to have a positive working relationship with the West Frankfort Police Department and other City Departments.

0200 EMPLOYMENT

Candidates are required to have either (1) an associate's degree in fire science; (2) a bachelor's degree from an accredited university or college; or (3) have more than ten (10) years of service as a firefighter for the City of West Frankfort. In addition, candidates must meet all other mandated standards of the Illinois Office of the State Fire Marshal and all applicable National Fire Protection Association (NFPA) standards.

The candidate must be willing to make his/her legal residence anywhere within 15 miles from the incorporated city limits of West Frankfort and comply while employed.

The salary for this position is \$80,325 plus an excellent benefit package, including health insurance and pension benefits.

Interested applicants should send a resume with references to cityclerk@westfrankfort-il.gov

0200 EMPLOYMENT

or by mail to City of West Frankfort, 605 W. Main St, West Frankfort, IL 62896, no later than June 30, 2026. Interested applicants are welcome to call City Hall at 618-932-3262 with any questions about the application process.

0300 PETS

3 Schnauzer pups, 1 male, 2 Female. Has had shots & wormed. 10 Weeks old. They are small. Please call 618-841-7827.

0900 LEGALS

CITY OF CARBONDALE NOTICE OF PROPOSED LAND SALE

The Carbondale City Council, pursuant to Carbondale Revised Code 1-13-8, Section C will hold a Public Hearing on Tuesday, June 9, 2026, at 6:00pm at the regularly scheduled City Council meeting to consider the proposed sale and conveyance



42nd Annual Summer Farm & Construction Consignment Auction

June 6th @ 9AM • 2049 Business Highway 13, Murphysboro IL 62966

CONSIGN TODAY (accepting CONSIGNMENTS NOW through May 23rd)

Don't miss one of the region's longest-running LIVE auctions!

✓ Trusted for 42 Years ✓ Competitive Bidding ✓ Live & Online Participation

ACCEPTING CONSIGNMENTS OF Farm & Construction implements, Tractors, Combines, Vehicles, Trailers, and lawn and garden.

DEADLINE FOR CONSIGNMENTS IS 2 WEEKS PRIOR TO AUCTION DATE May 23rd

accepting consignments now Monday through Friday 8:30-5pm and Saturday May 16th & 23rd 8-1PM

Check our website for complete listing as we are accepting consignment and updating auction listing daily www.canningauctions.com

AUCTIONEERS
DAVID CANNING
IL Lic#4000441
BLAKE CANNING
IL Lic#40001313



"A PROFESSIONAL MARKETING METHOD"

Office 618-684-2331 | Blake 618-684-2331

0900 LEGALS

of certain real estate. The real estate proposed to be sold is described as follows:

W 25' OF N 90' OF S 140 & N 10' OF S 150' OF OUT LOT 89 16-9-1 506/223 374/240 206/333

Parcel# 15-16-482-052

This irregular shaped lot will be sold to A. Davis for \$10, pursuant to Section C, the property shall be declared surplus property as it is no longer necessary, appropriate, required for the use of, profitable to or for the best interests of the city of Carbondale.

NOTICE OF PUBLIC HEARING

Jackson County 708 Mental Health Board will hold a public hearing to review FY27 Funding Applications on Monday, June 15, 2026 at 5:30pm at the Jackson County Courthouse at 1001 Walnut Street, Murphysboro, IL. Applications can be found by contacting the Jackson County Board office or on the Jackson County website at: www.jacksoncounty-il.gov

Notice is hereby given by the Board of Trustees of John A. Logan College, Community College District No. 530, in the counties of Franklin, Jackson, Perry, Randolph, and Williamson, and the State of Illinois, that the tentative budget for said community college district for the fiscal year beginning July 1, 2026, will be on file and conveniently available for public inspection at the office of the Vice-President for Business Services, Administration Building, on the John A. Logan College campus, Carterville, Illinois, in this community college district, and on the College's website from and after 9:00 a.m. on the 20th day of May 2026, through 5:30 p.m. on the 22nd day of June 2026. Notice is further given that a public hearing on said budget will be held at 5:30 p.m. on the 23rd day of June in the Board of Trustees Conference Room, Administration Building, John A. Logan College, Carterville, IL, in Community College District No. 530.

Dated this 19th day of May 2026, by the Board of Trustees of Community College District No. 530 in the counties of Franklin, Jackson, Perry, Randolph, Williamson, and the State of Illinois.

By Rebecca Borgsmiller, Secretary, Board of Trustees

John A. Logan College

0900 LEGALS

NOTICE OF PUBLIC HEARING

There will be a public hearing before the City of Carbondale Planning Commission at 6:00 p.m. on June 24th, 2026, in the City Hall/Civic Center, 200 South Illinois Avenue, Carbondale, Illinois, to consider the following matters:

PC 27-02: Kakeya McDade and Jacqueline Henderson are requesting a rezoning from R-1, Low Density Residential, district to NB, Neighborhood Business, district for property located at 1108 West Willow Street.

PC 27-03: Kakeya McDade and Jacqueline Henderson are requesting a Special Use Permit for a Daycare Center in an NB, Neighborhood Business, district for property located at 1108 West Willow Street.

DESCRIPTION

1108 West Willow Street; 15-17-426-022

LOT 1 IN ARCHWAY ESTATES, BEING A RE-SUBDIVISION OF OUTLOT "A" IN SECOND ADDITION TO OAKLAND MANOR AND LOTS 3 AND 4 IN OAKLAND MANOR SUBDIVISION, ALL BEING IN PART OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 17, TOWNSHIP 9 SOUTH, RANGE 1 WEST OF THE 3RD P.M., IN THE CITY OF CARBONDALE, ILLINOIS AS SHOWN BY THE RECORDED PLAT THEREOF IN PLAT CABINET 2 AT SLOT 96 IN THE RECORDER'S OFFICE, JACKSON COUNTY, ILLINOIS.

Anyone desiring to address these matters may attend the hearings and have an opportunity to speak. PC 27-02, PC 27-03

John Lenzini

Community Development Director

Notice

The proposed budget and appropriation ordinance for the Sesser Fire Protection District for the period May 1, 2026 through April 30, 2027 is available for public inspection at the Sesser Fire Station, Route 148, Sesser, Illinois. A public hearing will be held on July 13, 2026 at 6:45 PM at the Sesser Fire Station, prior to adopting said budget and appropriation ordinance.

A terrible thing happens when you don't advertise... **NOTHING** Run an ad in your Classifieds TODAY

0900 LEGALS

IN THE CIRCUIT COURT FOR THE FIRST JUDICIAL CIRCUIT WILLIAMSON COUNTY, ILLINOIS

In the Matter of the Estate of ELIZABETH MARIE KAHL, Deceased.

Case No. 2026PR20

PUBLICATION AND CLAIMS NOTICE

NOTICE IS GIVEN of the death of ELIZABETH MARIE KAHL, DECEASED, a resident of Energy, Williamson County, Illinois, 62933, on March 7, 2026. Letters of Office as Independent Executor were issued on May 4, 2026, to RONNIE LEE LOYD JR., 16874 Caplinger Pond Road, Marion, Illinois, 62959, by the Williamson County Circuit Court. That PAUL J. SCHAFER, Schafer Law, LLC, 108 N. VanBuren, P.O. Box 928, Marion, Illinois, 62959, is the attorney for Ronnie Lee Loyd Jr., the Independent Executor.

NOTICE IS ALSO GIVEN, that an Order was entered by the Williamson County Circuit Court on May 4, admitting the Last Will and Testament to probate. Within 42 days after the effective date of the original order of admission, any heir or legatee, may file a petition with the Court to require proof of the Decedent's Last Will and Testament by testimony of the witnesses to the Will in open court or other evidence, as provided in Section 6-21 of the Illinois Probate Act (755 ILCS 5/6-21). Any interested person also has the right under Section 8-1 of the Illinois Probate Act (755 ILCS 5/8-1) to contest the validity of the will by filing a petition with the court within six (6) months after admission of the will to probate. Also, be advised that the estate will be administered without court supervision, unless under section 28-4 of the Illinois Probate Act (755 ILCS 5/28-4) an interested person seeks to terminate independent administration at any time by mailing or delivering a petition to the Clerk of the Circuit Court.

NOTICE IS FURTHER GIVEN, that claims against the estate may be filed in the Office of the Williamson County Circuit Clerk, Williamson County Courthouse, 200 West Jefferson, Marion, Illinois, 62959 within six (6) months from the date of the first publication of this Publication and Claims Notice and any claim not filed within that time period shall be barred. Copies of any claim thus filed with the

0900 LEGALS

Circuit Clerk must then be mailed or delivered to the Estate's Independent Executor and his attorney within ten (10) days after it has been filed with the Williamson County Circuit Clerk.

DATED: Clerk of the Circuit Court Deputy

Paul J. Schafer, IL Reg. No. 6226013
Schafer Law, LLC
108 North Van Buren Street
P.O. Box 928
Marion, IL 62959
Telephone: (618) 997-4877
Facsimile: (618) 997-4888
Supreme Court Rule 11 Service Address:
efiling@mschaferlaw.com

**JOBS,
JOBS,
JOBS!**
Find them
HERE

COURT ORDERED SEALED BID AUCTIONS

THURSDAY, JUNE 18
SEALED BID DEADLINE 4:00 PM CDT
5640 44TH AVE, CLINTON, IOWA 52732
7350 STATE ROUTE 111, SOUTH ROXANA, ILLINOIS 62087

FORMER BIODIESEL PLANTS

THE SALE WILL INCLUDE ALL REAL ESTATE, EQUIPMENT AND ROLLING STOCK AT EACH LOCATION
INSPECTIONS: CLINTON, IA: May 20 and June 10 9:00am-3:00pm | SOUTH ROXANA, IL: May 21 and June 11 9:00am-3:00pm | Other Times by Appointment

Maas companies inc. 507.285.1444
www.maascompanies.com

Assumed Name Publication Notice

Public Notice is hereby given that on Friday, May 8, 2026, a certificate was filed in the Office of the County Clerk of JACKSON County, Illinois, setting forth the names and post-office addresses of all of the persons owning, conducting, and transacting the business know as:

JMW CONSTRUCTION
2416 GRAMMER RD CARBONDALE IL 62903

Dated this 8 day of May, 2026.

No. 2026DBA17

Frank Byrd
COUNTY CLERK & RECORDER

This first publication shall be within 15 days after the certificate is filed in the office of the county clerk. Proof of publication shall be filed with the county clerk within 50 days from the date of filing the certificate.

Seller reaches buyer.
Buyer reaches seller.

IN THE CLASSIFIEDS!



YOUR FRESH START IS DOWN A DIRT ROAD
ONLINE ONLY REAL ESTATE AUCTION
8 LOTS | ~0.92± ACRES | PINE HILL PLAY COURT
3993 TEDDYBEAR LANE, CARBONDALE, IL 62902
WILLIAMSON COUNTY, ILLINOIS
BEGINS TO END: JUNE 9, 2026 TUESDAY 2:00 PM CST



MIGHTY IN HEART - SURPRISING IN SPACE
ONLINE ONLY REAL ESTATE AUCTION
106 WILLARDS FERRY ROAD, JONESBORO, IL 62952
BEGINS TO END: JUNE 11, 2026, THURSDAY, 2:00 PM CST



SOME HOMES ARE JUST HOUSES. THIS ONE IS DIFFERENT.
ONLINE ONLY REAL ESTATE AUCTION
14067 STATE ROUTE 142, MCLEANSBORO, IL 62859
BEGINS TO END: JUNE 18, 2026, THURSDAY, 2:00 PM CST

ABSOLUTE REAL ESTATE AUCTION

FRIDAY, JUNE 19TH 2026 @ 12:00 PM

FARM LOCATION: 730 HENSLEY LANE | VIENNA, ILLINOIS

Hidden SOUTHERN ILLINOIS ESTATE

37± ACRES | *Hidden* *best of*



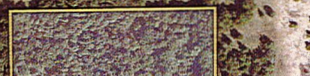
Outdoor Improvements Include:
HOME • BARN • POLE BARN • PONDS
TIMBER • HUNTING • PRIVACY



Hidden at the end of a scenic 1-mile private driveway, this one-of-a-kind Southern Illinois estate offers privacy, character, and endless potential. Situated on 37± acres with ponds, mature timber, and excellent hunting, the property is ideal as a private residence, Airbnb retreat, wedding venue, or bed & breakfast. The home features approximately 3,400± sq. ft. under roof with 4 bedrooms, 3 bathrooms, family room, office, kitchen, dining room, and living room. Additional amenities include a walk-out basement with pantry/storage area, large wood deck, sun porch, abundant natural light, and metal roof.

TRACT 1:
Home | Barns | Ponds
5± ACRES

TRACT 2:
Timber | Hunting | Pond
32± ACRES





Agenda Item Details

Meeting: June 9, 2026 - City Council Meeting
Category: Consent Agenda
Subject: Approval of City Council Meeting Minutes from May 26, 2026
Type: Action - Consent
Recommended Action: Approve the minutes from the regular City Council meeting of May 26, 2026
Goals: Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Originating Department: City Clerk

Background:

Additional Information:

Attachments:

1. Regular City Council Meeting Minutes 26 May 2026

Motion & Voting: Approve the minutes from the regular City Council meeting of May 26, 2026

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

City Council Meeting May 26, 2026

1. Roll Call

Councilmembers present

Councilmember Brian Stanfield, Councilmember Nathan Colombo, Councilmember Clare Killman, Councilmember Adam Loos, Councilmember Nancy Maxwell, Councilmember Dawn Roberts, Mayor Carolin Harvey

Meeting called to order at 6:01 PM.

2. Public Comments

Members of the public addressing the City Council included Doug Cherry, Geoff Young, Carmelita Cahill, Sandy Litecky, Lee Fronabarger, Justin Zurlinden, James Cooper, Jr., Raymond Bruce Shannon, Jorge Bravo, and Eileen Troutt-Ervin. Councilmembers Roberts and Killman raised a point of order regarding whether Mr. Cooper's comments were relevant to City business. There was discussion among the Councilmembers regarding this subject, which was ultimately determined to be out of order.

3. Council Comments and Proclamations

Councilmember Roberts expressed her thanks to City staff for their work in preparing for the Memorial Day Service.

Mayor Harvey echoed her comments and extended her thanks to the Memorial Day keynote speaker, Dr. Randy Burnside, as well as thanked Eddie Payne, Yolanda Greer, and Tasha and Terrence Greer for the Community Family Barbeque event.

1. Proclamations for Don Prosser, Gun Violence Prevention Month, National Gun Violence Awareness Day, Jewish American Heritage Month, National Preservation Month

Mayor Harvey proclaimed the Council's recognition and honor for Don Prosser's 50 years of service on the Carbondale Public Library Board of Trustees.

Mayor Harvey proclaimed the month of June 2026 as Gun Violence Prevention Month in the city of Carbondale and encouraged citizens to actively participate in discussions, community forums, and meetings that focus on gun violence prevention while fostering a culture of peace, understanding, and unity within our community.

Mayor Harvey proclaimed Friday, June 5, 2026, as National Gun Violence Awareness Day in the city of Carbondale, Illinois, and urged citizens to join in wearing orange to support community efforts to prevent the tragic effects of gun violence and to honor and value human life.

Mayor Harvey proclaimed the month of May 2026 as Jewish American Heritage Month in the city of Carbondale and encouraged residents to participate in activities and educational opportunities that celebrate Jewish heritage and recognize the invaluable contributions of Jewish Americans.

Mayor Harvey proclaimed the month of May as National Preservation Month in the city of Carbondale and encouraged residents to recognize and participate in the observance.

4. Public Hearings and Special Reports

1. Historic Preservation Award Presentation

The recipients of the 2026 Historic Preservation Awards are the Elks Lodge at 211 West Oak Street in the "Preservation" category, and the City of Carbondale, City Council, Thad Heckman of Design Works, and Mark Bollman for the Southern Illinois Multi Modal Station at 401 South Illinois Avenue, in the "Compatible New Construction" category.

5. Consent Agenda

MOTION: Approve the Consent Agenda items not pulled for separate consideration

Motion by Dawn Roberts, second by Adam Loos

Final Resolution: Motion Passed

Yea: Brian Stanfield, Nathan Colombo, Clare Killman, Adam Loos, Nancy Maxwell, Dawn Roberts, Carolin Harvey

1. Approval of Regular City Council Meeting Minutes from April 28, 2026
2. Approval of Warrant 1536 for Period Ending 04/24/2026 in the amount of \$2,419,225.27
3. Approval of Warrant 1537 for Period Ending 05/08/2026 in the amount of \$2,283,618.26
4. Approval of Wells Fargo Warrant for the Period Ending 03/31/2026 FY 2026 Warrant #WF 03/2026 in the Amount of \$248,655.39
5. Acceptance of Approved Meeting Minutes from Boards, Commissions, and Committees
6. Award of Contract for IL 13 Water Main Relocation (400-500 block East Main Street) to Wiggs Excavating, Inc. of Benton, Illinois in the Amount of \$174,275.
7. Reappointment to Boards and Commissions
8. Resolution Approving a Redevelopment Agreement Using Tax Increment Financing at 213 North Washington Street
9. Resolution Approving a Tax Increment Financing Redevelopment Agreement at 517 South Illinois Avenue
10. Resolution Approving an Amendment to a Tax Increment Financing Agreement for 108 East Oak Street

6. General Business

1. Ordinance Annexing Green Earth Property at Pyles Fork Creek and Chautauqua Bottoms

Donald Monty noted that there were lots in Renfro Place on the map that will be surrounded and wondered if staff would act to annex properties that are surrounded.
Geoff Young expressed support for Green Earth.

MOTION: Adopt two ordinances annexing Green Earth property at Pyles Fork Creek and Chautauqua into the City of Carbondale

Motion by Nathan Colombo, second by Dawn Roberts

Final Resolution: Motion Passed

Yea: Brian Stanfield, Nathan Colombo, Clare Killman, Adam Loos, Nancy Maxwell, Dawn Roberts, Carolin Harvey

7. Executive Session

1. Executive Session to Discuss the Setting of a Price for the Sale or Lease of Property Owned by the Public Body and to Conduct the Semi-Annual Review of Executive Meeting Minutes

MOTION: Enter into Executive Session

Motion by Clare Killman, second by Brian Stanfield

Final Resolution: Motion Passed

Yea: Brian Stanfield, Nathan Colombo, Clare Killman, Adam Loos, Nancy Maxwell, Dawn Roberts, Carolin Harvey

Open session recessed at 7:01 p.m.

2. Return to Open Session

MOTION: Return to Open Session

Motion by Brian Stanfield, second by Nathan Colombo

Final Resolution: Motion Passed

Yea: Brian Stanfield, Nathan Colombo, Clare Killman, Adam Loos, Nancy Maxwell, Dawn Roberts, Carolin Harvey

Open session resumed at 7:13 p.m.

3. Approve Executive Meeting Minutes, Declare Whether the Need for Confidentiality Exists, In Whole or In Part, for Executive Meeting Minutes, and Authorize the Destruction of Executive Session Audio from Meetings Held in Excess of 18 Months Ago

MOTION: Approve the Executive Session Meeting Minutes from September 23 and October 28, 2025, and January 27, 2026; declare that the need for confidentiality still exists in whole for all of the unreleased executive session minutes; and approve the destruction of the verbatim records older than 18 months (older than November 26, 2024) for those meetings where minutes have been approved and no appeal has been filed.

Motion by Dawn Roberts, second by Clare Killman

Final Resolution: Motion Passed

Yea: Brian Stanfield, Nathan Colombo, Clare Killman, Adam Loos, Nancy Maxwell, Dawn Roberts, Carolin Harvey

8. Adjournment

There being no further business to come before the City Council, the meeting was declared adjourned at 7:16 p.m..

Jennifer R. Sorrell, City Clerk

Date



Agenda Item Details

Meeting: June 9, 2026 - City Council Meeting
Category: Consent Agenda
Subject: Approval of Warrant 1538 for Period Ending 05/22/2026 in the amount of \$2,161,191.17
Type: Action - Consent
Recommended Action: Approve Warrant 1538 in the amount of \$2,161,191.17
Goals: Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Originating Department: Finance

Background:

Additional Information:

Attachments:

1. Warrant 1538 2026-06-09

Motion & Voting: Approve Warrant 1538 in the amount of \$2,161,191.17

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

Warrant to the City Treasurer

The undersigned hereby certify that the following bills or invoices represent a true and correct statement of cost of goods and/or services rendered to the City of Carbondale by firms or persons listed an that said firms or persons are entitled to payment for same in the amounts shown.

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 01 - General										
Account 14012-010 - Intrafund F/R Due from Operating										
394 - CITY OF CARBONDALE	05/13/26	Flex Spend & Dep Care 05/15/2026	Paid by Check # 25024		05/19/2026	05/19/2026	05/19/2026		05/19/2026	4,295.71
Account 14012-010 - Intrafund F/R Due from Operating Totals									Invoice Transactions 1	\$4,295.71
Account 20205-002 - Accounts Payable Replacement Taxes										
326 - CARBONDALE PUBLIC LIBRARY	05/11/2026	1st Distribution of Corporate Replacement	Paid by Check # 24995		05/12/2026	05/12/2026	05/12/2026		05/12/2026	13,603.11
6685 - FIRE PENSION FUND	05/11/2028	1st Distribution of Corporate Replacement	Paid by Check # 25007		05/12/2026	05/12/2026	05/12/2026		05/12/2026	25,371.26
1747 - POLICE PENSION FUND	05/11/2028	1st Distribution of Corporate Replacement	Paid by Check # 25010		05/12/2026	05/12/2026	05/12/2026		05/12/2026	42,627.96
Account 20205-002 - Accounts Payable Replacement Taxes Totals									Invoice Transactions 3	\$81,602.33
Account 20605-010 - Accrued Payroll Employee Retire W/H- IMRF										
1028 - ILLINOIS MUNICIPAL RETIREMENT FUND	05/18/2026	IMRF Wages for April 2026	Paid by EFT # 1529		05/19/2026	05/19/2026	05/19/2026		05/19/2026	110,542.15
Account 20605-010 - Accrued Payroll Employee Retire W/H- IMRF Totals									Invoice Transactions 1	\$110,542.15
Account 20605-011 - Accrued Payroll Employee Retire W/H- Police										
1747 - POLICE PENSION FUND	05/13/2026	Police Pension Payroll 05/15/2026	Paid by Check # 25031		05/19/2026	05/19/2026	05/19/2026		05/19/2026	18,886.57
Account 20605-011 - Accrued Payroll Employee Retire W/H- Police Totals									Invoice Transactions 1	\$18,886.57
Account 20605-012 - Accrued Payroll Employee Reitre W/H- Fire										
6685 - FIRE PENSION FUND	05/13/2026	Fire Pension Payroll 05/15/2026	Paid by Check # 25027		05/19/2026	05/19/2026	05/19/2026		05/19/2026	8,056.71
Account 20605-012 - Accrued Payroll Employee Reitre W/H- Fire Totals									Invoice Transactions 1	\$8,056.71
Account 20605-021 - Accrued Payroll Participating 125 Plan										
3302 - AFLAC	877745/877752	Aflac Plan Premiums May 2026	Paid by Check # 24993		05/12/2026	05/12/2026	05/12/2026		05/12/2026	925.53
Account 20605-021 - Accrued Payroll Participating 125 Plan Totals									Invoice Transactions 1	\$925.53
Account 20605-023 - Accrued Payroll Employee Insurance W/H IMRF										
1040 - NCPERS - Group Life Insurance	3333062026	IMRF Life Insurance JUne 2026	Paid by Check # 25009		05/12/2026	05/12/2026	05/12/2026		05/12/2026	112.00
Account 20605-023 - Accrued Payroll Employee Insurance W/H IMRF Totals									Invoice Transactions 1	\$112.00
Account 20605-040 - Accrued Payroll Employee Savings W/H Def Comp										
1658 - NATIONWIDE RETIREMENT SOLUTIONS	2027-00000003	NW 457 STND \$ - Nationwide 457 Stnd	Paid by EFT # 1525		05/13/2026	05/13/2026	05/15/2026		05/15/2026	21,899.51
Account 20605-040 - Accrued Payroll Employee Savings W/H Def Comp Totals									Invoice Transactions 1	\$21,899.51
Account 20605-041 - Accrued Payroll Employee Savings W/H ICMA										
2398 - VANTAGEPOINT TRANSFER AGENTS LLC-457	2027-00000006	ICMA 457 STND \$ - ICMA 457 Standard	Paid by EFT # 1527		05/13/2026	05/13/2026	05/15/2026		05/15/2026	525.00
Account 20605-041 - Accrued Payroll Employee Savings W/H ICMA Totals									Invoice Transactions 1	\$525.00

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Account 20605-050 - Accrued Payroll Employee Union Dues W/H IAFF										
1030 - IAFF LOCAL #1961	05/15/2026	Dues whld from Payroll	Paid by Check # 25051		05/15/2026	05/22/2026	05/22/2026		05/21/2026	805.00
Account 20605-050 - Accrued Payroll Employee Union Dues W/H IAFF Totals								Invoice Transactions	1	\$805.00
Account 20605-051 - Accrued Payroll Employee Union Dues W/H FOP										
704 - FRATERNAL ORDER POLICE #192	05/15/2026	Dues for Payroll	Paid by Check # 25045		05/15/2026	05/22/2026	05/22/2026		05/21/2026	210.00
1071 - ILLINOIS FRATERNAL ORDER POLICE	05/15/26	Dues for Payroll	Paid by Check # 25054		05/15/2026	05/22/2026	05/22/2026		05/21/2026	1,161.00
Account 20605-051 - Accrued Payroll Employee Union Dues W/H FOP Totals								Invoice Transactions	2	\$1,371.00
Account 20605-052 - Accrued Payroll Employee Union Dues W/H TMSTRS										
2228 - TEAMSTERS LOCAL UNION #50	05/15/2026	Dues whld from Payroll	Paid by Check # 25065		05/15/2026	05/22/2026	05/22/2026		05/21/2026	1,264.00
Account 20605-052 - Accrued Payroll Employee Union Dues W/H TMSTRS Totals								Invoice Transactions	1	\$1,264.00
Account 20605-053 - Accrued Payroll Employee Union Dues W/H Plumbr										
1748 - PLUMBERS & PIPEFITTERS #160	05/15/2026	Dues whld from Payroll	Paid by Check # 25059		05/15/2026	05/22/2026	05/22/2026		05/21/2026	1,247.57
Account 20605-053 - Accrued Payroll Employee Union Dues W/H Plumbr Totals								Invoice Transactions	1	\$1,247.57
Account 20605-054 - Accrued Payroll Employee W/H SIU Credit Union										
2053 - SIU CREDIT UNION	2027-00000004	SIU CU - SIU Credit Union	Paid by Check # 25013		05/13/2026	05/13/2026	05/15/2026		05/13/2026	150.00
Account 20605-054 - Accrued Payroll Employee W/H SIU Credit Union Totals								Invoice Transactions	1	\$150.00
Account 20605-055 - Accrued Payroll Employee Union Dues- Telecommuni										
1071 - ILLINOIS FRATERNAL ORDER POLICE	05/15/2026	Dues whld from Payroll	Paid by Check # 25053		05/15/2026	05/22/2026	05/22/2026		05/21/2026	324.00
Account 20605-055 - Accrued Payroll Employee Union Dues- Telecommuni Totals								Invoice Transactions	1	\$324.00
Account 20605-060 - Accrued Payroll Employee W/H-Other Deduction										
2116 - STATE DISBURSEMENT UNIT	2027-00000005	CHILD SUPP 1 - Child Support 1*	Paid by EFT # 1526		05/13/2026	05/13/2026	05/15/2026		05/15/2026	3,957.95
7816 - BBL	05/13/2026	Wage Deduction-05/15/2026	Paid by Check # 25017		05/19/2026	05/19/2026	05/19/2026		05/19/2026	113.41
6196 - BLITT AND GAINES PC	05/13/2026	Wage Deduction-05/15/2026	Paid by Check # 25018		05/19/2026	05/19/2026	05/19/2026		05/19/2026	89.08
3839 - CARRIE N. STREET	05/13/2026	Wage Deduction-05/15/2026	Paid by Check # 25020		05/19/2026	05/19/2026	05/19/2026		05/19/2026	238.38
6866 - Illinois Department of Revenue - Tax Levy	05/13/2026	Wage Deduction-05/15/2026	Paid by Check # 25028		05/19/2026	05/19/2026	05/19/2026		05/19/2026	356.88
7346 - RESURGENCE LEGAL GROUP, PC	05/13/2026	Wage Deduction-05/15/2026	Paid by Check # 25032		05/19/2026	05/19/2026	05/19/2026		05/19/2026	81.21
6450 - RUSSELL C SIMON-CHAPTER 13 TRUSTEE	05/13/2026	Wage Deduction-05/15/2026	Paid by Check # 25033		05/19/2026	05/19/2026	05/19/2026		05/19/2026	646.35
Account 20605-060 - Accrued Payroll Employee W/H-Other Deduction Totals								Invoice Transactions	7	\$5,483.26
Account 20605-090 - Accrued Payroll Non-Participating 125 Plan										
3302 - AFLAC	877745/877752	Aflac Plan Premiums May 2026	Paid by Check # 24993		05/12/2026	05/12/2026	05/12/2026		05/12/2026	245.98
Account 20605-090 - Accrued Payroll Non-Participating 125 Plan Totals								Invoice Transactions	1	\$245.98
Department 10 - General Government										
Division 40000 - Mayor and Council										
Account 24000 - Travel, Conf., Training										
5808 - CAROLIN HARVEY	05/08/2026	Per Diem for IL Home Summit Travel #810526	Paid by Check # 24996		05/12/2026	05/12/2026	05/12/2026		05/12/2026	238.00

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Account 24000 - Travel, Conf., Training Totals							Invoice Transactions	1		\$238.00
Division 40000 - Mayor and Council Totals							Invoice Transactions	1		\$238.00
Division 40003 - City Attorney										
Account 27300 - Operating Supplies & Materials										
6765 - LEXISNEXIS	3096424571	Information Charges-April 2026	Paid by Check # 25056		05/14/2026	05/22/2026	04/29/2026		05/21/2026	619.00
Account 27300 - Operating Supplies & Materials Totals							Invoice Transactions	1		\$619.00
Division 40003 - City Attorney Totals							Invoice Transactions	1		\$619.00
Division 40010 - Support Services										
Account 20000 - Professional & Consultant Fees										
7210 - ARNDT MUNICIPAL SUPPORT INC	04/30/2026	ARPA Grant Professional Services Month to Month	Paid by Check # 25015		05/19/2026	05/19/2026	05/19/2026		05/19/2026	500.00
Account 20000 - Professional & Consultant Fees Totals							Invoice Transactions	1		\$500.00
Account 21000 - Publishing & Filing Fees										
1181 - JACKSON COUNTY CLERK	05/11/2026	Reimbursement for Recording Fees April	Paid by Check # 25029		05/19/2026	05/19/2026	04/29/2026		05/19/2026	162.00
Account 21000 - Publishing & Filing Fees Totals							Invoice Transactions	1		\$162.00
Account 27300 - Operating Supplies & Materials										
750 - FP MAILING SOLUTIONS	RII07215592	Postage Resets/Maintenance	Paid by Check # 25044		05/15/2026	05/22/2026	05/22/2026		05/21/2026	231.00
Account 27300 - Operating Supplies & Materials Totals							Invoice Transactions	1		\$231.00
Division 40010 - Support Services Totals							Invoice Transactions	3		\$893.00
Division 40015 - City Hall/Civic Center										
Account 27100 - Other Outside Services										
7664 - CINTAS CORP	4264124292	Uniform Rental	Paid by Check # 25021		05/19/2026	05/19/2026	04/29/2026		05/19/2026	70.07
7664 - CINTAS CORP	4269393146	Uniform Rental	Paid by Check # 25021		05/19/2026	05/19/2026	05/19/2026		05/19/2026	70.07
7664 - CINTAS CORP	4268649270	Uniform Rental	Paid by Check # 25021		05/19/2026	05/19/2026	05/19/2026		05/19/2026	70.07
Account 27100 - Other Outside Services Totals							Invoice Transactions	3		\$210.21
Division 40015 - City Hall/Civic Center Totals							Invoice Transactions	3		\$210.21
Department 10 - General Government Totals							Invoice Transactions	8		\$1,960.21
Department 15 - Financial Management										
Division 40030 - Financial Management										
Account 27100 - Other Outside Services										
5133 - WELLS FARGO BANKS	26040083054	ACCOUNT ANALYSIS 05/10/2026	Paid by Check # 25073		05/14/2026	05/22/2026	04/29/2026		05/21/2026	180.63
Account 27100 - Other Outside Services Totals							Invoice Transactions	1		\$180.63
Division 40030 - Financial Management Totals							Invoice Transactions	1		\$180.63
Division 40033 - Information Services										
Account 27100 - Other Outside Services										
6698 - CivicPlus LLC	6698	CivicClerk(Council Agenda Management)	Paid by Check # 25039		05/15/2026	05/22/2026	05/22/2026		05/21/2026	9,135.00
5092 - GRANICUS	229375	Video Streaming: Agenda management	Paid by Check # 25046		05/15/2026	05/22/2026	05/22/2026		05/21/2026	12,862.95
Account 27100 - Other Outside Services Totals							Invoice Transactions	2		\$21,997.95
Division 40033 - Information Services Totals							Invoice Transactions	2		\$21,997.95

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Department 15 - Financial Management Totals							Invoice Transactions	3		\$22,178.58
Department 20 - Public Safety										
Division 40101 - Police Protection										
Account 20000 - Professional & Consultant Fees										
4039 - SIH WORKCARE/SIHMG	94284	Drug Screen (C. Fauver)	Paid by Check # 25062		05/14/2026	05/22/2026	04/29/2026		05/21/2026	60.00
Account 20000 - Professional & Consultant Fees Totals							Invoice Transactions	1		\$60.00
Account 22100 - Communications- Data										
6700 - TECHNOLOGY MANAGEMENT REV FUND	T2618564	Livescan Service for March	Paid by Check # 25066		05/14/2026	05/22/2026	04/29/2026		05/21/2026	316.70
Account 22100 - Communications- Data Totals							Invoice Transactions	1		\$316.70
Account 24000 - Travel, Conf., Training										
6628 - Dillon Turk	05/01/2026	Per Diem for Gun Interview Tech Course	Paid by Check # 24998		05/12/2026	05/12/2026	05/12/2026		05/12/2026	102.00
6480 - JERAMIE STEWART	05/01/2026	Per Diem for Gun Interview Tech Course	Paid by Check # 25008		05/12/2026	05/12/2026	05/12/2026		05/12/2026	102.00
7716 - TOMAS KAWASAKI	05/01/2026	Per Diem for Gun Interview Tech Course	Paid by Check # 25011		05/12/2026	05/12/2026	05/12/2026		05/12/2026	102.00
Account 24000 - Travel, Conf., Training Totals							Invoice Transactions	3		\$306.00
Account 25000 - Repairs & Maintenance- Equip										
5945 - THOMAS SECURITY INDUSTRIES	00001222	Surveillance System Maintenance Agreement	Paid by Check # 25068		05/15/2026	05/22/2026	05/22/2026		05/21/2026	18,000.00
5945 - THOMAS SECURITY INDUSTRIES	00001254	(5) HW Ball Camera Replacements	Paid by Check # 25069		05/15/2026	05/22/2026	05/22/2026		05/21/2026	5,045.00
Account 25000 - Repairs & Maintenance- Equip Totals							Invoice Transactions	2		\$23,045.00
Account 27100 - Other Outside Services										
7935 - JACKSON COUNTY ANIMAL CONTROL	0000021	Animal Control Boarding Fees	Paid by Check # 25055		05/14/2026	05/22/2026	04/29/2026		05/21/2026	975.00
Account 27100 - Other Outside Services Totals							Invoice Transactions	1		\$975.00
Account 27300 - Operating Supplies & Materials										
3829 - OLIVER & ASSOCIATES INC	93859	Ins Policy for Team Illinois Youth Police	Paid by Check # 25030		05/19/2026	05/19/2026	05/19/2026		05/19/2026	485.00
JAZ KATZ	05/14/2026	Refund to Customer	Paid by Check # 25074		05/14/2026	05/22/2026	05/22/2026		05/21/2026	142.78
7933 - MARGARET WILLIS	05/05/2026	TIYPC Purchase-Nurse Services	Paid by Check # 25058		05/15/2026	05/22/2026	05/22/2026		05/21/2026	1,000.00
Account 27300 - Operating Supplies & Materials Totals							Invoice Transactions	3		\$1,627.78
Division 40101 - Police Protection Totals							Invoice Transactions	11		\$26,330.48
Division 40151 - Fire Protection										
Account 24000 - Travel, Conf., Training										
3539 - DONALD PRESLEY	05/11/2026	Per Diem for IAAI Arson Conference Travel	Paid by Check # 25002		05/12/2026	05/12/2026	05/12/2026		05/12/2026	215.00
Account 24000 - Travel, Conf., Training Totals							Invoice Transactions	1		\$215.00
Account 26000 - Rental Charges										
5191 - RICOH USA INC	1106706805	Copier Lease - April Fee	Paid by Check # 25060		05/14/2026	05/22/2026	04/29/2026		05/21/2026	5.00
Account 26000 - Rental Charges Totals							Invoice Transactions	1		\$5.00
Account 28000 - Subscriptions & Memberships										
3345 - MABAS DIVISION 45	2026-08	Annual Membership Dues	Paid by Check # 25057		05/14/2026	05/22/2026	05/22/2026		05/21/2026	457.00

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Account 28000 - Subscriptions & Memberships Totals							Invoice Transactions	1		\$457.00
Division 40151 - Fire Protection Totals							Invoice Transactions	3		\$677.00
Department 20 - Public Safety Totals							Invoice Transactions	14		\$27,007.48
Department 40 - Public Works										
Division 40330 - Building Maintenance										
Account 23000 - Utilities- Electric										
7520 - DIRECT ENERGY BUSINESS	261260059377404	1832109	Paid by Check # 24999		05/12/2026	05/12/2026	04/29/2026		05/12/2026	254.14
303 - AMEREN ILLINOIS	05/05/26-14	00280-18001	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	1,064.90
303 - AMEREN ILLINOIS	05/06/26-2	51420-06018	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	115.54
303 - AMEREN ILLINOIS	05/06/26-3	61320-07213	Paid by Check # 25035		05/14/2026	05/22/2026	04/29/2026		05/21/2026	5,324.77
303 - AMEREN ILLINOIS	05/11/26	12420-01159	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	62.05
Account 23000 - Utilities- Electric Totals							Invoice Transactions	5		\$6,821.40
Account 23100 - Utilities- Gas										
303 - AMEREN ILLINOIS	05/05/26-2	16330-64000	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	368.68
303 - AMEREN ILLINOIS	05/05/26-3	16520-02719	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	86.72
303 - AMEREN ILLINOIS	05/05/26-11	29850-33038	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	964.67
303 - AMEREN ILLINOIS	05/05/26-15	27981-19014	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	80.55
303 - AMEREN ILLINOIS	05/05/26-16	96320-01518	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	118.03
303 - AMEREN ILLINOIS	05/06/26-2	51420-06018	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	81.92
Account 23100 - Utilities- Gas Totals							Invoice Transactions	6		\$1,700.57
Account 23200 - Utilities- Water & Sewer										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-3	100000-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	545.88
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-8	2400250-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	7.91
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-9	2400260-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	26.57
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-10	2400270-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	5.07
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/13/26	503650-011	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	146.03
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/13/26-2	730900-010	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	14.20
Account 23200 - Utilities- Water & Sewer Totals							Invoice Transactions	6		\$745.66
Account 24000 - Travel, Conf., Training										
2587 - DAVID CHAMNESS	05/13/2026	Meal Per Diem-Travel 810553	Paid by Check # 25025		05/19/2026	05/19/2026	05/19/2026		05/19/2026	506.00
Account 24000 - Travel, Conf., Training Totals							Invoice Transactions	1		\$506.00
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-3	100000-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	360.00

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313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-8	2400250-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	48.80
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-9	2400260-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	3.80
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-10	2400270-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	3.80
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/13/26	503650-011	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	48.80
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/13/26-2	730900-010	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	18.18
Account 25100 - Repairs & Maint- Bldg & Struc Totals									Invoice Transactions 6	\$483.38
Account 27100 - Other Outside Services										
3971 - SOUTHERN ILLINOIS PIPING CONTRACTORS INC	10508:1413	City Hall Bolers gas train repair	Paid by Check # 25064		05/15/2026	05/22/2026	05/22/2026		05/21/2026	7,450.00
2278 - THYSSENKRUPP ELEVATOR CORP.	3009457299	Maintenance of elevator	Paid by Check # 25071		05/15/2026	05/22/2026	05/22/2026		05/21/2026	7,528.94
Account 27100 - Other Outside Services Totals									Invoice Transactions 2	\$14,978.94
Division 40330 - Building Maintenance Totals									Invoice Transactions 26	\$25,235.95
Division 40340 - SIMMS										
Account 23000 - Utilities- Electric										
303 - AMEREN ILLINOIS	05/05/26-4	10740-14099	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	837.60
Account 23000 - Utilities- Electric Totals									Invoice Transactions 1	\$837.60
Division 40340 - SIMMS Totals									Invoice Transactions 1	\$837.60
Division 40350 - Street Maintenance										
Account 27100 - Other Outside Services										
6313 - BC CONTRACTING	1224	Tree Grinding	Paid by Check # 25037		05/15/2026	05/22/2026	05/22/2026		05/21/2026	9,000.00
Account 27100 - Other Outside Services Totals									Invoice Transactions 1	\$9,000.00
Division 40350 - Street Maintenance Totals									Invoice Transactions 1	\$9,000.00
Division 40370 - Cemeteries										
Account 23200 - Utilities- Water & Sewer										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-1	492510-014	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	5.07
Account 23200 - Utilities- Water & Sewer Totals									Invoice Transactions 1	\$5.07
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-1	492510-014	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	3.80
Account 25100 - Repairs & Maint- Bldg & Struc Totals									Invoice Transactions 1	\$3.80
Division 40370 - Cemeteries Totals									Invoice Transactions 2	\$8.87
Department 40 - Public Works Totals									Invoice Transactions 30	\$35,082.42
Department 45 - Parks and Recreation										
Division 40500 - Parks and Recreation										
Account 23000 - Utilities- Electric										
7520 - DIRECT ENERGY BUSINESS	2613900594679 45	1832115	Paid by Check # 25042		05/15/2026	05/22/2026	05/22/2026		05/21/2026	56.47
5463 - HOMEFIELD ENERGY	010000190575	82220-06319/96320-00421	Paid by Check # 25049		05/14/2026	05/22/2026	04/29/2026		05/21/2026	1.23
Account 23000 - Utilities- Electric Totals									Invoice Transactions 2	\$57.70

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Account 23200 - Utilities- Water & Sewer										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-2	493155-003	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	11.53
Account 23200 - Utilities- Water & Sewer Totals								Invoice Transactions	1	\$11.53
Account 25000 - Repairs & Maintenance- Equip										
7484 - SiteOne Landscape Supply	8473725	Baseball field supplies	Paid by Check # 25063		05/15/2026	05/22/2026	05/22/2026		05/21/2026	5,140.27
Account 25000 - Repairs & Maintenance- Equip Totals								Invoice Transactions	1	\$5,140.27
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-2	493155-003	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	3.80
Account 25100 - Repairs & Maint- Bldg & Struc Totals								Invoice Transactions	1	\$3.80
Division 40500 - Parks and Recreation Totals								Invoice Transactions	5	\$5,213.30
Department 45 - Parks and Recreation Totals								Invoice Transactions	5	\$5,213.30
Fund 01 - General Totals								Invoice Transactions	86	\$349,178.31
Fund 08 - Payroll Claim Fund										
Account 20605-001 - Accrued Payroll Federal Income Tax Withholding										
1093 - INTERNAL REVENUE SERVICE	2027-00000002	FICA - FICA*	Paid by EFT # 74450		05/13/2026	05/13/2026	05/15/2026		05/15/2026	118,578.90
Account 20605-001 - Accrued Payroll Federal Income Tax Withholding Totals								Invoice Transactions	1	\$118,578.90
Account 20605-002 - Accrued Payroll Payroll Tax W/H- SIT										
1029 - ILLINOIS DEPARTMENT OF REVENUE	2027-00000001	SIT - State Income Tax*	Paid by EFT # 74449		05/13/2026	05/13/2026	05/15/2026		05/15/2026	43,479.91
Account 20605-002 - Accrued Payroll Payroll Tax W/H- SIT Totals								Invoice Transactions	1	\$43,479.91
Account 20605-003 - Accrued Payroll Payroll Tax W/H- FICA										
1093 - INTERNAL REVENUE SERVICE	2027-00000002	FICA - FICA*	Paid by EFT # 74450		05/13/2026	05/13/2026	05/15/2026		05/15/2026	97,556.26
Account 20605-003 - Accrued Payroll Payroll Tax W/H- FICA Totals								Invoice Transactions	1	\$97,556.26
Fund 08 - Payroll Claim Fund Totals								Invoice Transactions	3	\$259,615.07
Fund 11 - Motor Fuel Tax Fund										
Department 40 - Public Works										
Division 41013 - MFT Operating & Maintenance										
Account 23000 - Utilities- Electric										
7520 - DIRECT ENERGY BUSINESS	261260059377404	1832109	Paid by Check # 24999		05/12/2026	05/12/2026	04/29/2026		05/12/2026	13,768.64
7520 - DIRECT ENERGY BUSINESS	261260059377405	1832110	Paid by Check # 25000		05/12/2026	05/12/2026	04/29/2026		05/12/2026	1,667.53
7520 - DIRECT ENERGY BUSINESS	261280059397292	1832111	Paid by Check # 25001		05/12/2026	05/12/2026	04/29/2026		05/12/2026	493.15
637 - EGYPTIAN ELECTRIC	5/06/2026	10469-015 Security Lighting	Paid by Check # 25003		05/12/2026	05/12/2026	04/29/2026		05/12/2026	4,790.97
303 - AMEREN ILLINOIS	05/05/26-10	09211-40133	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	111.01
303 - AMEREN ILLINOIS	05/06/26-4	01081-71059	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	72.67
303 - AMEREN ILLINOIS	05/06/26-5	10810-44016	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	82.80
303 - AMEREN ILLINOIS	05/07/26-1	08780-75018	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	358.68

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303 - AMEREN ILLINOIS	05/13/26-3	23790-61093	Paid by Check # 25034		05/15/2026	05/22/2026	05/22/2026		05/21/2026	102.32
303 - AMEREN ILLINOIS	05/14/26-1	18100-46007	Paid by Check # 25034		05/15/2026	05/22/2026	05/22/2026		05/21/2026	154.73
Account 23000 - Utilities- Electric Totals									Invoice Transactions 10	\$21,602.50
Account 25000 - Repairs & Maintenance- Equip										
5343 - ROAD RUNNER SAFETY SERVICES INC	05/07/2026	Message board part	Paid by Check # 25061		05/15/2026	05/22/2026	05/22/2026		05/21/2026	2,521.00
Account 25000 - Repairs & Maintenance- Equip Totals									Invoice Transactions 1	\$2,521.00
Division 41013 - MFT Operating & Maintenance Totals									Invoice Transactions 11	\$24,123.50
Department 40 - Public Works Totals									Invoice Transactions 11	\$24,123.50
Fund 11 - Motor Fuel Tax Fund Totals									Invoice Transactions 11	\$24,123.50
Fund 30 - Debt Service Fund										
Department 60 - Debt Service										
Division 43020 - 2020 GO Refunding Bonds										
Account 60100 - General Obligation Bond Int										
7181 - ZIONS BANCORPORATION	05/18/2026	Interest Pmt on 2022 & 2020A Series GOB due	Paid by EFT # 1531		05/19/2026	05/19/2026	05/19/2026		05/20/2026	30,150.00
Account 60100 - General Obligation Bond Int Totals									Invoice Transactions 1	\$30,150.00
Account 69000 - Paying Agent Fees										
7181 - ZIONS BANCORPORATION	05/18/2026	Interest Pmt on 2022 & 2020A Series GOB due	Paid by EFT # 1531		05/19/2026	05/19/2026	05/19/2026		05/20/2026	500.00
Account 69000 - Paying Agent Fees Totals									Invoice Transactions 1	\$500.00
Division 43020 - 2020 GO Refunding Bonds Totals									Invoice Transactions 2	\$30,650.00
Division 43021 - 2022 GO Bonds Pension Obligation										
Account 60100 - General Obligation Bond Int										
7181 - ZIONS BANCORPORATION	05/18/2026	Interest Pmt on 2022 & 2020A Series GOB due	Paid by EFT # 1531		05/19/2026	05/19/2026	05/19/2026		05/20/2026	617,784.88
Account 60100 - General Obligation Bond Int Totals									Invoice Transactions 1	\$617,784.88
Division 43021 - 2022 GO Bonds Pension Obligation Totals									Invoice Transactions 1	\$617,784.88
Department 60 - Debt Service Totals									Invoice Transactions 3	\$648,434.88
Fund 30 - Debt Service Fund Totals									Invoice Transactions 3	\$648,434.88
Fund 40 - Local Improvement Fund										
Department 50 - Community Investment										
Division 44007 - CIP & Replacement										
Account 53100 - CIP Design Eng- Contractual										
4034 - THOUVENOT WADE & MOERCHEN INC	97537	Balance Due This Pay Estimate-OS1901	Paid by Check # 25070		05/14/2026	05/22/2026	04/29/2026		05/21/2026	8,136.35
Account 53100 - CIP Design Eng- Contractual Totals									Invoice Transactions 1	\$8,136.35
Account 54100 - CIP Resident Eng- Contractual										
7313 - HUTCHISON ENGINEERING, INC.	8-0	Balance Due This Pay Estimate-ST2405	Paid by Check # 25050		05/14/2026	05/22/2026	04/29/2026		05/21/2026	26,205.21
Account 54100 - CIP Resident Eng- Contractual Totals									Invoice Transactions 1	\$26,205.21
Account 56500 - CIP Construction- Contractual										
7766 - ECHO ELECTRIC	S011948149	Purchase of downtown alley lighting	Paid by Check # 25043		05/15/2026	05/22/2026	05/22/2026		05/21/2026	34,687.52
Account 56500 - CIP Construction- Contractual Totals									Invoice Transactions 1	\$34,687.52

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Division 44007 - CIP & Replacement Totals							Invoice Transactions	3	\$69,029.08	
Department 50 - Community Investment Totals							Invoice Transactions	3	\$69,029.08	
Fund 40 - Local Improvement Fund Totals							Invoice Transactions	3	\$69,029.08	
Fund 70 - Water & Sewer Fund										
Department 40 - Public Works										
Division 47000 - Support Services										
Account 27100 - Other Outside Services										
7390 - GWORKS	2019-32412	Pubworks-ASM 5/01/2026-4/30/2027	Paid by Check # 25047		05/15/2026	05/22/2026	05/22/2026		05/21/2026	1,939.00
Account 27100 - Other Outside Services Totals							Invoice Transactions	1	\$1,939.00	
Account 28000 - Subscriptions & Memberships										
23 - AMERICAN WATERWORKS ASSOCIATION	SO288432	Membership dues for 6/1/2026-5/31/2027	Paid by Check # 25036		05/15/2026	05/22/2026	05/22/2026		05/21/2026	2,668.00
Account 28000 - Subscriptions & Memberships Totals							Invoice Transactions	1	\$2,668.00	
Division 47000 - Support Services Totals							Invoice Transactions	2	\$4,607.00	
Division 47002 - Lake Management										
Account 23000 - Utilities- Electric										
7520 - DIRECT ENERGY BUSINESS	2613500594495 10	1832114	Paid by Check # 25026		05/19/2026	05/19/2026	05/19/2026		05/19/2026	51.45
303 - AMEREN ILLINOIS	05/13/26	84420-01513	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	141.56
Account 23000 - Utilities- Electric Totals							Invoice Transactions	2	\$193.01	
Division 47002 - Lake Management Totals							Invoice Transactions	2	\$193.01	
Division 47009 - Central Laboratory										
Account 27100 - Other Outside Services										
4179 - TEKLAB INC	345708	ANNUAL STILL METALS TESTING	Paid by Check # 25067		05/15/2026	05/22/2026	05/22/2026		05/21/2026	223.50
Account 27100 - Other Outside Services Totals							Invoice Transactions	1	\$223.50	
Division 47009 - Central Laboratory Totals							Invoice Transactions	1	\$223.50	
Division 47011 - Water Treatment Plant										
Account 23000 - Utilities- Electric										
637 - EGYPTIAN ELECTRIC	05/06/2026-2	10469-012 Water Treatment Plant	Paid by Check # 25005		05/12/2026	05/12/2026	04/29/2026		05/12/2026	18,283.91
637 - EGYPTIAN ELECTRIC	05/06/2026-3	10469-017 Cedar Lake Pump Station	Paid by Check # 25006		05/12/2026	05/12/2026	04/29/2026		05/12/2026	14,587.57
303 - AMEREN ILLINOIS	05/05/26-9	09210-79003	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	1,082.76
303 - AMEREN ILLINOIS	05/06/26	21320-05718	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	54.42
303 - AMEREN ILLINOIS	05/15/26-1	31230-74080	Paid by Check # 25034		05/15/2026	05/22/2026	05/22/2026		05/21/2026	92.91
Account 23000 - Utilities- Electric Totals							Invoice Transactions	5	\$34,101.57	
Account 27100 - Other Outside Services										
2278 - THYSSENKRUPP ELEVATOR CORP.	3009457299	Maintenance of elevator	Paid by Check # 25071		05/15/2026	05/22/2026	05/22/2026		05/21/2026	2,920.55
Account 27100 - Other Outside Services Totals							Invoice Transactions	1	\$2,920.55	
Division 47011 - Water Treatment Plant Totals							Invoice Transactions	6	\$37,022.12	
Division 47015 - Water Distribution										
Account 29900 - Operating Equipment										

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6257 - COUNTRY BLACKSMITH TRAILERS	11346	Utility Trailer for saws and Hydraulic Pump	Paid by Check # 25040		05/15/2026	05/22/2026	05/22/2026		05/21/2026	4,830.00
Account 29900 - Operating Equipment Totals								Invoice Transactions	1	\$4,830.00
Division 47015 - Water Distribution Totals								Invoice Transactions	1	\$4,830.00
Division 47022 - SE Wastewater Treatment Plant										
Account 23000 - Utilities- Electric										
5463 - HOMEFIELD ENERGY	010000190575	82220-06319/96320-00421	Paid by Check # 25049		05/14/2026	05/22/2026	04/29/2026		05/21/2026	2,657.04
Account 23000 - Utilities- Electric Totals								Invoice Transactions	1	\$2,657.04
Account 23100 - Utilities- Gas										
303 - AMEREN ILLINOIS	05/05/26-1	72220-06212	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	98.43
Account 23100 - Utilities- Gas Totals								Invoice Transactions	1	\$98.43
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-7	2400240-002	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	48.80
Account 25100 - Repairs & Maint- Bldg & Struc Totals								Invoice Transactions	1	\$48.80
Division 47022 - SE Wastewater Treatment Plant Totals								Invoice Transactions	3	\$2,804.27
Division 47023 - NW Wastewater Treatment Plant										
Account 23000 - Utilities- Electric										
637 - EGYPTIAN ELECTRIC	5/06/2026-1	10469-008 NWWWTP	Paid by Check # 25004		05/12/2026	05/12/2026	04/29/2026		05/12/2026	29,692.48
Account 23000 - Utilities- Electric Totals								Invoice Transactions	1	\$29,692.48
Account 23100 - Utilities- Gas										
303 - AMEREN ILLINOIS	05/05/26-6	81420-07318	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	95.39
303 - AMEREN ILLINOIS	05/05/26-8	91420-07415	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	77.29
Account 23100 - Utilities- Gas Totals								Invoice Transactions	2	\$172.68
Account 25000 - Repairs & Maintenance- Equip										
3745 - ILLINOIS ELECTRIC WORKS INC	RI26314	VFD Repair	Paid by Check # 25052		05/14/2026	05/22/2026	05/22/2026		05/21/2026	2,461.00
Account 25000 - Repairs & Maintenance- Equip Totals								Invoice Transactions	1	\$2,461.00
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26	132540-002	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	93.80
Account 25100 - Repairs & Maint- Bldg & Struc Totals								Invoice Transactions	1	\$93.80
Account 27100 - Other Outside Services										
4806 - HAWKINS INC	7415452	Bioaugmentation NWWWTP Pre	Paid by Check # 25048		05/15/2026	05/22/2026	05/22/2026		05/21/2026	4,365.60
Account 27100 - Other Outside Services Totals								Invoice Transactions	1	\$4,365.60
Account 27300 - Operating Supplies & Materials										
7769 - WATER TREAT TECHNOLOGY	2026-6009	Enzymes and Soda Ash	Paid by Check # 25072		05/14/2026	05/22/2026	05/22/2026		05/21/2026	6,951.45
Account 27300 - Operating Supplies & Materials Totals								Invoice Transactions	1	\$6,951.45
Division 47023 - NW Wastewater Treatment Plant Totals								Invoice Transactions	7	\$43,737.01
Division 47025 - Sewage Lift Stations										
Account 23000 - Utilities- Electric										

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
303 - AMEREN ILLINOIS	05/05/26-5	05320-03018	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	137.71
303 - AMEREN ILLINOIS	05/05/26-7	62320-01618	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	319.30
303 - AMEREN ILLINOIS	05/07/26	30320-09216	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	551.68
303 - AMEREN ILLINOIS	05/15/26	23420-06516	Paid by Check # 25034		05/15/2026	05/22/2026	05/22/2026		05/21/2026	80.24
Account 23000 - Utilities- Electric Totals									Invoice Transactions 4	<u>\$1,088.93</u>
Account 23100 - Utilities- Gas										
303 - AMEREN ILLINOIS	05/14/26	12511-03193	Paid by Check # 25034		05/15/2026	05/22/2026	05/22/2026		05/21/2026	64.86
Account 23100 - Utilities- Gas Totals									Invoice Transactions 1	<u>\$64.86</u>
Division 47025 - Sewage Lift Stations Totals									Invoice Transactions 5	<u>\$1,153.79</u>
Department 40 - Public Works Totals									Invoice Transactions 27	<u>\$94,570.70</u>
Fund 70 - Water & Sewer Fund Totals									Invoice Transactions 27	<u>\$94,570.70</u>
Fund 71 - Parking										
Department 40 - Public Works										
Division 47100 - Public Parking Services										
Account 23000 - Utilities- Electric										
7520 - DIRECT ENERGY BUSINESS	2612600593774 04	1832109	Paid by Check # 24999		05/12/2026	05/12/2026	04/29/2026		05/12/2026	642.83
7520 - DIRECT ENERGY BUSINESS	2612600593774 05	1832110	Paid by Check # 25000		05/12/2026	05/12/2026	04/29/2026		05/12/2026	291.96
Account 23000 - Utilities- Electric Totals									Invoice Transactions 2	<u>\$934.79</u>
Division 47100 - Public Parking Services Totals									Invoice Transactions 2	<u>\$934.79</u>
Department 40 - Public Works Totals									Invoice Transactions 2	<u>\$934.79</u>
Fund 71 - Parking Totals									Invoice Transactions 2	<u>\$934.79</u>
Fund 72 - Solid Waste Management										
Department 40 - Public Works										
Division 47200 - Refuse & Recycling Services										
Account 27100 - Other Outside Services										
7511 - CRC SOUTHERN RECYCLING, LLC	88635	April Statement	Paid by Check # 25041		05/14/2026	05/22/2026	04/29/2026		05/21/2026	1,627.40
Account 27100 - Other Outside Services Totals									Invoice Transactions 1	<u>\$1,627.40</u>
Division 47200 - Refuse & Recycling Services Totals									Invoice Transactions 1	<u>\$1,627.40</u>
Department 40 - Public Works Totals									Invoice Transactions 1	<u>\$1,627.40</u>
Fund 72 - Solid Waste Management Totals									Invoice Transactions 1	<u>\$1,627.40</u>
Fund 73 - Rental Properties										
Department 40 - Public Works										
Division 47300 - Municipal Rental Properties										
Account 23000 - Utilities- Electric										
7520 - DIRECT ENERGY BUSINESS	2612600593774 04	1832109	Paid by Check # 24999		05/12/2026	05/12/2026	04/29/2026		05/12/2026	284.04
303 - AMEREN ILLINOIS	05/05/26	09030-28049	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	47.62
303 - AMEREN ILLINOIS	05/05/26-12	01320-02214	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	220.14

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
303 - AMEREN ILLINOIS	05/05/26-17	76320-01324	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	136.30
303 - AMEREN ILLINOIS	05/06/26-1	96520-02418	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	926.14
303 - AMEREN ILLINOIS	05/07/26-2	11320-07815	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	201.03
				Account 23000 - Utilities- Electric Totals			Invoice Transactions 6			\$1,815.27
Account 23100 - Utilities- Gas										
303 - AMEREN ILLINOIS	05/05/26-13	96520-02427	Paid by Check # 25034		05/14/2026	05/22/2026	04/29/2026		05/21/2026	116.35
				Account 23100 - Utilities- Gas Totals			Invoice Transactions 1			\$116.35
Account 23200 - Utilities- Water & Sewer										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-4	101210-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	22.34
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-5	101220-018	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	5.07
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-6	112400-016	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	11.40
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/13/26-1	503800-008	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	15.54
				Account 23200 - Utilities- Water & Sewer Totals			Invoice Transactions 4			\$54.35
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-4	101210-001	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	3.80
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-5	101220-018	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	3.80
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/07/26-6	112400-016	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	3.80
313 - CARBONDALE WATER & SEWAGE SYSTEMS	05/13/26-1	503800-008	Paid by Check # 25038		05/14/2026	05/22/2026	04/29/2026		05/21/2026	18.18
				Account 25100 - Repairs & Maint- Bldg & Struc Totals			Invoice Transactions 4			\$29.58
				Division 47300 - Municipal Rental Properties Totals			Invoice Transactions 15			\$2,015.55
				Department 40 - Public Works Totals			Invoice Transactions 15			\$2,015.55
				Fund 73 - Rental Properties Totals			Invoice Transactions 15			\$2,015.55
Fund 79 - Group Health Insurance										
Account 14012-010 - Intrafund F/R Due from Operating										
406 - CARBONDALE MEDICAL CLAIMS	05/07/2026	Stop Loss Register 4/02/26 & 4/22/26	Paid by Check # 24994		05/12/2026	05/12/2026	04/29/2026		05/12/2026	69,783.85
406 - CARBONDALE MEDICAL CLAIMS	05/08/2026	Medical Claims for 05/08/2026	Paid by Check # 24994		05/12/2026	05/12/2026	05/12/2026		05/12/2026	27,627.64
406 - CARBONDALE MEDICAL CLAIMS	05/15/2026	Medical Claims for 05/15/2026	Paid by Check # 25019		05/19/2026	05/19/2026	05/19/2026		05/19/2026	80,021.11
				Account 14012-010 - Intrafund F/R Due from Operating Totals			Invoice Transactions 3			\$177,432.60
Department 77 - Internal Service										
Division 47900 - Group Health Insurance										
Account 27100 - Other Outside Services										
7723 - ASSURED PARTNERS NL-OWENSBORO	339642	Policy Management Monthly Installment for	Paid by Check # 25016		05/19/2026	05/19/2026	05/19/2026		05/19/2026	7,000.00
				Account 27100 - Other Outside Services Totals			Invoice Transactions 1			\$7,000.00
Account 28100 - Insurance & Bonds										

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
6527 - AmWINS Group Benefits, Inc.	9522502	Retiree Health Insurance June 2026	Paid by Check # 25014		05/19/2026	05/19/2026	05/19/2026		05/19/2026	8,448.66
				Account 28100 - Insurance & Bonds	Totals			Invoice Transactions 1		\$8,448.66
				Division 47900 - Group Health Insurance	Totals			Invoice Transactions 2		\$15,448.66
				Department 77 - Internal Service	Totals			Invoice Transactions 2		\$15,448.66
				Fund 79 - Group Health Insurance	Totals			Invoice Transactions 5		\$192,881.26
Fund 80 - Fire Pension										
Account 20405-010 - Intra F/P General Fund										
394 - CITY OF CARBONDALE	5/05/2026	Reimbursement for Interfund Payable	Paid by Check # 25022		05/19/2026	05/19/2026	05/19/2026		05/19/2026	52.43
				Account 20405-010 - Intra F/P General Fund	Totals			Invoice Transactions 1		\$52.43
Department 80 - Fiduciary										
Division 48000 - Fire Pension										
Account 85000 - Pension Benefits & Refunds										
705 - FIRE PENSION PAYROLL	05/18/2026	Fire Pension Payroll May 2026	Paid by EFT # 1528		05/19/2026	05/19/2026	05/19/2026		05/20/2026	206,819.14
				Account 85000 - Pension Benefits & Refunds	Totals			Invoice Transactions 1		\$206,819.14
				Division 48000 - Fire Pension	Totals			Invoice Transactions 1		\$206,819.14
				Department 80 - Fiduciary	Totals			Invoice Transactions 1		\$206,819.14
				Fund 80 - Fire Pension	Totals			Invoice Transactions 2		\$206,871.57
Fund 81 - Police Pension										
Account 20405-010 - Intra F/P General Fund										
394 - CITY OF CARBONDALE	5/5/26	Reimbursement for Interfund Payable	Paid by Check # 25023		05/19/2026	05/19/2026	05/19/2026		05/19/2026	52.54
				Account 20405-010 - Intra F/P General Fund	Totals			Invoice Transactions 1		\$52.54
Department 80 - Fiduciary										
Division 48100 - Police Pension										
Account 85000 - Pension Benefits & Refunds										
1792 - POLICE PENSION PAYROLL	05/18/2026	Police Pension Payroll May 2026	Paid by EFT # 1530		05/19/2026	05/19/2026	05/19/2026		05/20/2026	311,856.52
				Account 85000 - Pension Benefits & Refunds	Totals			Invoice Transactions 1		\$311,856.52
				Division 48100 - Police Pension	Totals			Invoice Transactions 1		\$311,856.52
				Department 80 - Fiduciary	Totals			Invoice Transactions 1		\$311,856.52
				Fund 81 - Police Pension	Totals			Invoice Transactions 2		\$311,909.06

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Grand Totals							Invoice Transactions		160	\$2,161,191.17

DIRECTOR OF FINANCE

CITY MANAGER

DATE

DATE

This is to certify that the above warrant was duly presented at a meeting of the council on _____ and payment of said warrant has been made in accordance with the Carbondale Revised Code.

APPROVED:

Carolyn Harvey, Mayor

ATTEST:

Jennifer R. Sorrell, City Clerk

LIST OF WARRANTS REVIEWED BY:

Jeffrey M. Davis, City Treasurer



Agenda Item Details

Meeting: June 9, 2026 - City Council Meeting
Category: Consent Agenda
Subject: A Resolution Authorizing the City Manager to Enter Into a Memorandum of Understanding for the Operation of Veo Ridershare Program at Southern Illinois University of Carbondale Campus
Type: Action - Consent
Recommended Action: Adopt a Resolution authorizing the City Manager to Enter into a Memorandum of Understanding with SIUC to continue providing Micromobility Services on Campus Roadways under the City's Contract with Veo
Goals:
Goal 1: Provide a high quality of life and foster a sense of community.
Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Goal 5: Provide high-quality City infrastructure.
Goal 7: Build on expand and develop new relationships with SIU/SIH and other regional entities.
Originating Department: City Attorney

Background: Pursuant to the renewal of the Veo services contract, the University has provided its updated Memorandum of Understanding incorporating the new contract and otherwise continuing the partnership between SIUC and the City of Carbondale to provide micromobility services on Campus roadways. Staff recommends signing the MOU to continue to provide an extension of services under the City's Contract with Veo to SIUC.

Additional Information:

Attachments:

1. VeoRide Carbondale SIUC 2026 License Agreement/MOU for Use of Rights of Way on SIU Campus v 5 19 2026
2. Resolution Authorizing the City Manager to Enter Into a MOU SIUC for VEO Scooter 2026-06-09

Motion & Voting: Adopt a Resolution authorizing the City Manager to Enter into a Memorandum of Understanding with SIUC to continue providing Micromobility Services on Campus Roadways under the City's Contract with Veo

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

**LICENSE AGREEMENT FOR OPERATION OF ELECTRONIC SCOOTER RIDERSHARE PROGRAM ON
SOUTHERN ILLINOIS UNIVERSITY CARBONDALE CAMPUS**

This Agreement is entered into this first day of June, 2026 (Effective Date) by Veoride, Inc., a corporation organized pursuant to the laws of the State of Indiana (“Veo”), the City of Carbondale, an Illinois municipal corporation, and the Board of Trustees of Southern Illinois University, a body politic and corporate of the State of Illinois, by and on behalf of Southern Illinois University Carbondale (“University” or “SIU”). SIU, City and Veo may hereafter be referred to individually as a Party and collectively as the “Parties.”

WHEREAS, Veo operates a mobility sharing company that utilizes a dockless “smart fleet” share system that enables GPS, cellphone connectivity, and self-locking technology to allow its customer’s selected Dockless Vehicles (for purposes of this Agreement the term “Dockless Vehicles” includes only electronic scooters and bicycles) to be locked and unlocked by users with an app and tracked (“Services”).

WHEREAS, the City of Carbondale, an Illinois municipal corporation (“City”), has entered into or will enter into an agreement with Veo pursuant to which Veo will provide the Services to the City (“Services Agreement”); and

Whereas, given the University’s place in the local community and its geographic position directly adjacent to the City, it is desired that the Veoride Dockless Vehicles have access to operate on the rights of way located on the University’s Main Campus located adjacent to the City of Carbondale.

Now therefore, the Parties agree as follows:

1. Term and Termination

- a. Term. This Agreement will commence on the Effective Date or the date the Services Agreement between City and Veo becomes effective, whichever is later, and unless earlier terminated as provided in this Agreement shall continue through the day immediately preceding the third-year anniversary thereof (“Term”). The Term may be extended or renewed only upon further written Agreement of the Parties signed by their authorized representatives.
- b. Termination. This Agreement will terminate automatically and immediately upon termination or expiration of the Services Agreement between Veo and the City. City agrees to promptly provide written notice of such termination or expiration to SIU but by no means later than ten (10) days following the effective date of such termination or expiration. SIU may terminate this Agreement with or without cause upon ninety (90) days prior written notice to Veo and the City. Any Party may terminate this Agreement upon the failure of the other Party to cure a breach of this Agreement within thirty (30) days of the breaching Party’s receipt of written notice thereof.
- c. Removal of Equipment. Promptly upon termination or expiration of this Agreement, Veo will cease permitting activation or operation of Dockless Vehicles located on SIU property or rights of way except by Users (as defined in Section 3 herein) to the extent necessary for

Veo to remove the Dockless Vehicles. Within ten (10) days of the termination or expiration of this Agreement, Veo will remove all Dockless Vehicles from SIU property and ROW's.

2. License Grant. In consideration of the revenue share provided herein and the benefits to University students and employees that may be derived from utilization of Dockless Vehicles and subject to the terms and conditions of this Agreement, SIU's policies now existing and as hereafter added to or amended, and the laws of the State of Illinois; SIU hereby grants Veo a non-exclusive license, during the Term, to utilize the public rights-of-way crossing or lying within the boundaries of SIU's Carbondale campus as depicted in Exhibit A hereto, in order to provide Services to Users. The term right-of-way (hereafter "ROW") refers to sidewalks, roads, bike lanes and other pathways owned, controlled, or maintained by the Customer. Notwithstanding the foregoing, SIU reserves the right to restrict the operation of Dockless Vehicles on sidewalks and other pedestrian footpaths and to limit and define the areas in which the Dockless Vehicles may be operated or parked on SIU property, including the SIU ROW and Veo agrees to cooperate with University to implement those restrictions should SIU choose to impose them. This license and authorization is not a lease or an easement and is not intended and shall not be construed to transfer any interest whatsoever in SIU property.
3. Permitted Use. Veo's riders ("Users") may use the SIU ROW for parking of the Dockless Vehicles; provided however that SIU reserves the right to limit or define the areas where Dockless Vehicles may be parked. Veo shall not place or attach any personal property, fixtures, or structure in or near the ROW or otherwise on property owned or controlled by SIU without University's prior written consent. Veo will use commercially reasonable efforts to ensure use of the ROW, and Veo's operations on property owned or controlled by SIU will (a) not unreasonably adversely affect the ROW or other SIU property or the SIU's streets or sidewalks; (b) not unreasonably inhibit pedestrian movement within the ROW or along other property or rights-of-way owned or controlled by SIU; and (c) not create conditions which are a threat to public safety and security.
4. Maintenance and Repair. Veo will use commercially reasonable efforts to follow the maintenance, replacement and operation schedules for the Dockless Vehicles on the SIU ROW and other property owned or controlled by SIU as prescribed in the Services Agreement between Veo and City, including without limitation Exhibit C thereto.
5. Service Level Agreements and Liquidated Damages. Exhibit D of the Services Agreement between Veo and City shall also apply as to Dockless Vehicle operations and parking on the SIU ROW or property owned or controlled by SIU and SIU shall be entitled to all such sums due and payable under Exhibit D to the extent those sums arise from use or parking of the Dockless Vehicles on property owned or controlled by SIU, including the SIU ROW.
6. Revenue Share. City will, on the annual anniversary of the Effective Date of this Agreement, pay University 50% of the total revenue share it receives during the immediately preceding one year period pursuant to the Services Agreement between Veo and City.

7. Condition of ROW. SIU makes the ROW available to Veo in an “as is” condition. SIU makes no representations or warranties concerning the condition of the ROW or its suitability for use by Veo or its customers and assumes no duty to warn either Veo or its customers concerning conditions that exist now or may arise in the future.
8. No Liability. SIU assumes no liability for loss or damage to Veo devices or other property. Veo agrees that SIU is not responsible for providing security at any location where Veo devices are stored or located, and Veo hereby waives any claim against SIU in the event Veo’s devices or other property are lost, stolen, or damaged.
9. Compensation for Damage to or Destruction of Property. Veo will, within thirty (30) days of SIU’s submittal of an invoice, fully compensate SIU for its costs to repair, replace, or otherwise restore any real or personal property that is damaged, lost or destroyed as a result of Veo’s actions or omissions and those of its agents, officers, employees or representatives. Veo acknowledges and agrees that repairs, replacement, and restoration of real property or fixtures attached to real property shall be made by SIU employees or SIU approved contractors and be performed in accordance with SIU’s standards. Repair and restoration of personal property shall be made by SIU employees or SIU-approved contractors and be performed in accordance with SIU’s standards. Replacement of personal property pursuant to this section will be with the same item or its equivalent and will be procured in accordance with State of Illinois Procurement laws and from SIU-approved contractors.
10. Indemnification. Veo and City will indemnify, defend, and hold harmless the State of Illinois and SIU, its governing board, and its agents, officers, employees, and students from and against any and all claims, suits, demands, damages, costs, liabilities, losses, and expenses, including without limitation all court costs and reasonable attorney fees; to the extent such matters arise from their respective actions or omissions or the operation of the Dockless Vehicles in the ROW or on property owned or controlled by SIU.
11. Insurance. Veo will, at its sole cost and expense and at all times during the Term and any renewals or extensions thereof, maintain the following insurance coverage: (a) Commercial General Liability-occurrence form in amount of \$1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and \$3,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto, (Combined Single Limit Bodily Injury and Property Damage) in amount of \$1,000,000 per occurrence; and (c) Workers' Compensation Insurance that satisfies the minimum required by law. The foregoing insurance coverage will be provided through insurance companies authorized to do business in the State of Illinois and having a A-VII or better rating in the current edition of Best’s Key Rating Guide. The Southern Illinois University Board of Trustees shall be named as an additional insured on the commercial liability and auto liability policies required by this Section. A certificate of insurance reflecting the requirements of this Section shall be furnished to SIU upon the Effective Date of this Agreement. Veo acknowledges and agrees that the provisions of this section are a material and substantial condition of this Agreement and that Veo’s compliance with these provisions is a material inducement to SIU entering into this Agreement.

12. Governing Law. This Agreement and any dispute arising thereunder shall be governed exclusively by the laws of the State of Illinois and applicable federal law. All claims against SIU arising from this Agreement are subject to the Illinois Court of Claims Act.
13. Relationship of the Parties. The relationship of the Parties created by this Agreement is strictly one of independent contractors.
14. Severability. In the event any of the provisions of this Agreement shall be held to be invalid by any court of competent jurisdiction, the same shall be deemed severable, and as never having been contained herein, and this agreement shall then be construed and enforced in accordance with the remaining provisions hereof.
15. Modifications. This Agreement may be amended only by further written instrument referring to this Agreement and the provisions to be modified therein and signed by the authorized representatives of each Party.
16. Assignment. The License granted hereunder is considered personal to Veo and is conditions on the City's continued operation of its micromobility program and the continued validity of the Service Agreement between City and Veo. Neither this Agreement nor any of the rights granted thereunder may be assigned or otherwise transferred, in whole or in part by the City of Veo. Any such assignment or transfer shall be considered null and void and shall be grounds for SIU's immediate termination of this Agreement.
17. Notice. Any notice required or permitted hereunder will be deemed effective when sent by electronic mail, or by certified mail, registered mail, or a signature confirmation service provided by the United States Postal Service, postage prepaid, or when sent by an overnight carrier as follows:

If to VeoRide, Inc.:

3221 Donald Douglas Loop S
Santa Monica, CA 90401
Attention: Reed Neal
Email: rneal@veoride.com

If to University:

Southern Illinois University
Attention: Dr. Tena Bennett
1263 Lincoln Drive MC 4308
Carbondale, IL 62901
Email: tenab@siu.edu

With a copy to:

Gutwein Law
250 Main Street
Lafayette, IN 47901
Email: brian.cassery@gutweinlaw.com

If to City:

City of Carbondale
Attention: Stan Reno, City Manager
200 S. Illinois Ave.
Carbondale, IL 62901
Email: SReno@carbondaleil.gov

or at such other address as either party may from time to time specify by notice hereunder. If notice is provided by electronic mail, the party sending the notice has the burden of demonstrating that the notice was received. This burden may be met by any written acknowledgment or electronic reply to the electronic message from the party receiving notice, excluding any automatic or computer-generated response.

18. Entire Agreement. This instrument represents the entire agreement of the Parties regarding the granting of the License described in Section 2 hereof and supersedes all other agreements or understandings, oral or written, regarding same.

19. Authorized Representatives. Subject to applicable law, the persons signing below on behalf of each Party warrant and represent that they have full authority to sign this Agreement and to bind the Party on whose behalf they are signing to the terms and conditions hereof.

IN WITNESS WHEREOF, each Party has executed this Agreement by its duly authorized representative and by doing so, hereby affirm that the Agreement is enforceable on behalf of and against each party as of the date first written above.

CITY OF CARBONDALE

BOARD OF TRUSTEES OF SOUTHERN ILLINOIS
UNIVERSITY

Stan Reno, City Manager

Austin A. Lane, Chancellor,
Southern Illinois University Carbondale

VEORIDE, INC.

Alex Keating, Head of Policy & Partnerships



RESOLUTION NO. 2026-R-_____

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A
MEMORANDUM OF UNDERSTANDING WITH SOUTHERN ILLINOIS UNIVERSITY
CONCERNING THE OPERATION OF VEO SCOOTERS AND REVENUE SHARING**

WHEREAS, the City of Carbondale, Illinois, is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, pursuant to Article VII, Section 6(a) of the Illinois Constitution, 1970, the City of Carbondale may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public, health, safety, morals and welfare; and

WHEREAS, Southern Illinois University in Carbondale is located within City limits of the City of Carbondale; and

WHEREAS, the City of Carbondale has an agreement with VEO Scooters to allow the operation of VEO Scooters throughout town; and

WHEREAS, to provide better service the City and Southern Illinois University have agreed to share the revenue split with VEO Scooters for permitting VEO Scooters to operate on University owned roadways; and

WHEREAS, the Carbondale City Council finds it in the best interest of the City of Carbondale to authorize the City Manager to enter into a memorandum of understanding with Southern Illinois University concerning the operation of VEO Scooters on University property and the splitting the revenue share.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF CARBONDALE, ILLINOIS AS FOLLOWS:**

SECTION ONE. That the City Council deems it in the best interest of the City of Carbondale to authorize the City Manager to enter into a memorandum of understanding with Southern Illinois University concerning the operation of VEO Scooters on University property and the splitting the revenue share.

SECTION TWO. That the City Manager and Staff are hereby authorized to take any and all necessary, reasonable, and proper actions to execute said Management Agreement, and to carry out the intent and purpose of this Resolution.

SECTION THREE. That this Resolution be spread at length upon the minute records of the City Council of the City of Carbondale, Illinois.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk



Agenda Item Details

Meeting: June 9, 2026 - City Council Meeting
Category: Consent Agenda
Subject: Approval of Wells Fargo Warrant for the Period Ending 04/30/2026 FY 2026 Warrant #WF 04/2026 in the Amount of \$311,829.84
Type: Action - Consent
Recommended Action: Approve Wells Fargo Warrant 04/2026 in the amount of \$311,829.84
Goals: Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Originating Department: Finance

Background:

Additional Information:

Attachments:

1. Wells Fargo 04-2026 2026-06-09

Motion & Voting: Approve Wells Fargo Warrant 04/2026 in the amount of \$311,829.84

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

6/9/2026

WARRANT TO THE CITY TREASURER

THE UNDERSIGNED HEREBY CERTIFY THAT THE FOLLOWING BILLS OR INVOICES
REPRESENT A TRUE AND CORRECT STATEMENT OF COST OF GOODS AND/OR SERVICES
RENDERED TO THE CITY OF CARBONDALE BY FIRMS OR PERSONS LISTED AND THAT
SAID FIRMS OR PERSONS ARE ENTITLED TO PAYMENT FOR SAME IN THE AMOUNTS

WARRANT # WF 04/2026 CHECK DATE: 05/26/26

	INVOICE DATE	VENDOR NAME	INVOICE TOTAL	PO#	INVOICE DESCRIPTION
01		GENERAL OPERATIONS			
	01 04/30/2026	Joyce Lee Outdoor Equipme	\$370.39		SEWWTP lawn mower parts
	01 04/30/2026	Interstate All Battery	\$43.80		Shop supplies
	01 04/30/2026	Roy Walker Communications	\$310.00		In-house parts stock
	01 04/30/2026	Ralph S Small Engine	\$492.28		SEWWTP lawn mower parts
	01 04/30/2026	Rural King	\$0.38		Equipment parts
	01 04/30/2026	Rural King	\$19.94		Equipment parts
	01 04/30/2026	Kbs Outdoor Power	\$26.77		Lawn mower parts
	01 04/30/2026	Mcbride Mack Sales In	\$3,706.87		Refuse truck repair services and parts
	01 04/30/2026	Rural King	\$7.18		Tire repair parts
	01 04/30/2026	Cummins Evs	\$405.19		Backup generator parts
	01 04/30/2026	Rural King	\$28.26		Equipment parts
	01 04/30/2026	Ed Morse Ford Warehouse	\$8,756.97		Vehicle parts
	01 04/30/2026	Lawson Products Inc	\$844.99		Shop supplies
	01 04/30/2026	Fuel Wrench	\$215.00		Street sweeper parts
	01 04/30/2026	Harbor Freight Tools	\$129.99		Power Inverter
	01 04/30/2026	Harbor Freight Tools	\$28.95		Shop supplies
	01 04/30/2026	Bonnell Industries	\$1,072.29		Cemetery plow truck parts
	01 04/30/2026	Harbor Freight Tools	\$539.98		2 3-Ton Jacks
	01 04/30/2026	Zoro Tools Inc	\$785.98		Sewer crew hydraulic saw parts
	01 04/30/2026	Sheltons Towing And Reco	\$375.00		Heavy truck towing services
	01 04/30/2026	K&E Techincal Inc	\$1,305.22		Street sweeper hydraulic cylinder repair
	01 04/30/2026	Mcbride Mack Sales In	\$7,654.13		Refuse truck repair services and parts
	01 04/30/2026	Parini Auto Repair	\$956.73		Vehicle repair services
	01 04/30/2026	Bandanas	\$48.75		FTA luncheon
	01 04/30/2026	Verizon Wireless	\$52.40		Cell Phones 03/04/26-04/03/26
	01 04/30/2026	Uber	\$7.94		Uber Approved travel #810525
	01 04/30/2026	Panera Bread	\$11.97		Breakfast meeting - Durbin
	01 04/30/2026	Panera Bread	\$112.87		Breakfast meeting / Durbin
	01 04/30/2026	Schnucks	\$7.50		Beverages for HOGS luncheon
	01 04/30/2026	Moes Southwest	\$200.99		HOGS Luncheon
	01 04/30/2026	Adobe	\$23.99		Adobe Acrobat, Cloud, Photo
	01 04/30/2026	Verizon Wireless	\$78.72		Cell Phones 03/04/26-04/03/26
	01 04/30/2026	Verizon Wireless	\$72.02		Cell Phones 03/04/26-04/03/26
	01 04/30/2026	Illinois Secretary Of Sta	(\$16.00)		Notary Commission for Cassie Johnson
	01 04/30/2026	Illinois Secretary Of Sta	\$16.00		Notary Commission for Cassie Johnson
	01 04/30/2026	Amazon Mktpl	\$21.65		Notary Stamp for Cassie Johnson
	01 04/30/2026	Amazon Mktpl	\$36.74		Misc office supplies
	01 04/30/2026	Adobe	\$47.98		Adobe Acrobat, Cloud, Photo
	01 04/30/2026	Amazon Mktpl	\$526.89		toner for City Attorney printer
	01 04/30/2026	Amazon Mktpl	\$189.99		Desk chair for Asst City Attorney

INVOICE		VENDOR NAME	INVOICE TOTAL	PO#	INVOICE DESCRIPTION
	DATE				
01	04/30/2026	Adobe	\$23.99		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Carbondale Chamber	\$500.00		Leadership Training - Sharonda Cawthon
01	04/30/2026	Adobe	\$23.99		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Wal-Mart	\$189.25		Employee Recognition - Pizza Luncheon
01	04/30/2026	Quatros Deep Pan Pizza	\$677.50		Employee Recognition - Pizza Luncheon
01	04/30/2026	Amazon MktpI	\$25.19		Office Supplies
01	04/30/2026	Amazon Retail	\$45.32		Office Assistant
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Amazon MktpI	\$32.91		Office Supplies
01	04/30/2026	Adobe	\$47.98		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Leblond Productions	\$181.13		AV Tech support for City Council meeting
01	04/30/2026	Leblond Productions	\$155.25		AV Tech Services for City Council meeting
01	04/30/2026	Shell Oil	\$47.01		Fuel for City vehicle - Malibu
01	04/30/2026	Amazon MktpI	\$305.00		Linens for an event.
01	04/30/2026	Rural King	\$7.19		Gorilla glue for City Hall use
01	04/30/2026	Lowe's	\$40.44		Replacement hostas and soil
01	04/30/2026	Amazon MktpI	\$1,051.00	2026-00000657	Replacement Vacuums - 2
01	04/30/2026	Amazon MktpI	\$230.59		Small monitors for Civic Center hallway
01	04/30/2026	Wal-Mart	\$248.00		Large monitor for City Hall entryway
01	04/30/2026	The Knot Worldwide	\$153.06		Weddingwire monthly advertising
01	04/30/2026	Yodeck.Com Flipnode	\$729.65		Software for Civic Center monitors.
01	04/30/2026	Amazon MktpI	\$64.24		Monitor mounts for the Civic Center hallway
01	04/30/2026	Murdale Ace Hardware	\$3.22		new keys cut for CC bathrooms
01	04/30/2026	Amazon MktpI	\$188.97		Linens for an event - will pair with a return
01	04/30/2026	Foster Usa Refrigeration	\$4,517.00	2026-00000652	New ice machine for Civic Center and City
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Martyrs	\$49.04		Chicago Tourism trip promotions
01	04/30/2026	Tm	\$78.90		Chicago Tourism trip promotions
01	04/30/2026	Amtrak .Com	\$192.00		Chicago Tourism trip
01	04/30/2026	Uber	\$13.93		Chicago Tourism trip transportation
01	04/30/2026	Uber	\$26.38		Chicago Tourism trip transportation
01	04/30/2026	Uber	\$16.96		Chicago Tourism trip transportation
01	04/30/2026	Uber	\$14.98		Chicago Tourism trip transportation
01	04/30/2026	Uber	\$10.99		Chicago Tourism trip transportation
01	04/30/2026	Uber	\$22.97		Chicago Tourism trip transportation
01	04/30/2026	Uber	\$10.97		Chicago Tourism trip transportation
01	04/30/2026	Hyatt Centric The Loop	\$564.15		Chicago Tourism trip lodging
01	04/30/2026	618 Pro	\$500.00		consultation fee- public bid
01	04/30/2026	Adobe	\$110.49		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Wal-Mart	\$267.70		tabling materials and equipment
01	04/30/2026	Wal-Mart	\$1,017.41	2026-00000622	Green Room Hospitality Items
01	04/30/2026	Wal-Mart	\$82.08		"At the Table" Supplies and Beverages
01	04/30/2026	Cristaudo's And 6pence	\$2,294.75	2026-00000614	April Carbondale "At the Table" Catering
01	04/30/2026	Adobe	\$23.99		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Wal-Mart	\$243.68		NCVRW Kickoff Event Supplies
01	04/30/2026	Panera Bread	\$82.19		Upstream Jackson County Meeting Lunch
01	04/30/2026	Expedia	\$303.08		2026 Home Illinois Summit Hotel
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26

INVOICE			INVOICE TOTAL	PO #	INVOICE DESCRIPTION
	DATE	VENDOR NAME			
01	04/30/2026	Safe States Alliance	\$300.00		Annual Conference Registration
01	04/30/2026	National Safety Council	\$849.00		NSC Membership
01	04/30/2026	Stiles Office Solutions	\$1,852.81		Misc office supplies
01	04/30/2026	Stiles Office Solutions	\$280.05		Misc office supplies
01	04/30/2026	Amazon MktpI	\$314.70		Replacement chair for Admin Sec/Billing Clerk
01	04/30/2026	Adobe	\$47.98		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Stiles Office Solutions	\$2,143.67		Misc office supplies
01	04/30/2026	Amazon MktpI	\$57.99		Office supplies; privacy screen for billing clerk
01	04/30/2026	Fedex	\$150.28		FedEx Shipping and Fuel Surcharge
01	04/30/2026	Stiles Office Solutions	\$269.43		Misc office supplies
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Iowa Hyatt Conf Center	\$60.00		Shuttle - #810521
01	04/30/2026	Clearwave Fiber	\$5,417.79	2026-00000609	Fiber and LEADS Connection
01	04/30/2026	Adobe	\$158.47		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Mediacom Bro	\$294.90		Internet Service PD
01	04/30/2026	Amazon MktpI	\$110.95		Office supplies; privacy screen for billing clerk
01	04/30/2026	Frontier Communication	\$232.76		Phone Services
01	04/30/2026	Verizon Wireless	\$36.01		CCTV Air Cards
01	04/30/2026	Verizon Wireless	\$36.01		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Clearly Ip Inc	\$25.12		VoIP Trunking
01	04/30/2026	Wal-Mart	\$60.04		Supplies for event "Week of the Child"
01	04/30/2026	Timbertrails	\$104.00		Veterinary services
01	04/30/2026	B&H Photo	\$3,440.76	2026-00000598	Crime Scene Investigation Camera Package
01	04/30/2026	Roy Walker Communications	\$40.00		Radio repair
01	04/30/2026	Wal-Mart	\$49.38		Citizens' Police Academy supplies
01	04/30/2026	Tactacam	\$7.00		Monthly camera subscription
01	04/30/2026	Frontier Communication	\$108.65		PD Cameras, SIMMS, Lift Stations
01	04/30/2026	Amazon MktpI	\$64.19		Goodie bag items for community event
01	04/30/2026	Ilacp	\$480.00		Entry Level Police Test Material
01	04/30/2026	Verified First	\$53.60		Credit Check for Entry-Level Officers
01	04/30/2026	Tlo Transunion	\$175.55		Monthly TLO subscription (March)
01	04/30/2026	Illinois Crisis	\$225.00		Illinois Crisis Negotiations training
01	04/30/2026	Fedex	\$69.62		FedEx Shipping & Fuel Charge
01	04/30/2026	Mediacom Bro	\$249.99		Evergreen Park Cameras
01	04/30/2026	Mammoth Holdings M	\$270.00		Monthly car wash - 27 vehicles
01	04/30/2026	Ray Oherron	\$8,714.82	2026-00000604	New vehicle equipment
01	04/30/2026	Milan svg store	\$334.77		Supplies for Dispatcher Appreciation Week
01	04/30/2026	Pilot	\$56.13		Fuel for travel to/from Axon Week training
01	04/30/2026	Boys Girls Clubs	\$258.57		Table at Boys & Girls Club event
01	04/30/2026	Circle K	\$60.81		Fuel for travel State K-9 Recertification
01	04/30/2026	Milan svg store	(\$29.74)		Refund for sales tax charged in error.
01	04/30/2026	Rural King	\$9.36		Animal Control supplies
01	04/30/2026	Schnucks	\$59.99		Bereavement flowers for Kelsie Hand
01	04/30/2026	Amazon.Com	\$33.98		Supplies Animal Control Officer Appreciation
01	04/30/2026	Clearwave Fiber	\$299.30	2026-00000609	Fiber and LEADS Connection
01	04/30/2026	Furever Customsus	\$30.72		Admin Appreciation supplies (Monica)
01	04/30/2026	Wal-Mart	\$11.18		Citizens' Police Academy supplies
01	04/30/2026	The Printing Plant	\$40.00		Name plate engraving
01	04/30/2026	Timbertrails	\$68.00		Veterinary services
01	04/30/2026	Timbertrails	\$79.00		Veterinary services

INVOICE			INVOICE TOTAL	PO#	INVOICE DESCRIPTION
	DATE	VENDOR NAME			
01	04/30/2026	Timbertrails	\$190.80	2026-00000613	Veterinary services
01	04/30/2026	Timbertrails	\$52.00		Veterinary services
01	04/30/2026	Petco	\$23.98		Animal Control supplies
01	04/30/2026	Wal-Mart	\$34.58		Animal Control supplies
01	04/30/2026	Timbertrails	\$44.00		Veterinary services
01	04/30/2026	Amazon MktpI	\$114.27		Supplies for Appreciation week
01	04/30/2026	The IACP	\$1,225.00		IACPnet Subscription 10/01/25 - 09/30/26
01	04/30/2026	Harbor Freight Tools	\$23.84		Tires for Rodney's hose cart (Randy)
01	04/30/2026	Pmc - Paid Parking	\$287.95		Parking while at training event
01	04/30/2026	Il Tollway -Pay By Plate	\$3.00		Tollway charges while at training
01	04/30/2026	Holiday Inn Express	\$1,089.24		Hotel for Axon Week training (Dunnigan)
01	04/30/2026	Holiday Inn Express	\$1,089.24		Hotel for Axon Week training (Kemp)
01	04/30/2026	Holiday Inn Express	\$1,089.24		Hotel for Axon Week training (Baril)
01	04/30/2026	Hd Supply Facilities	\$36.68		Janitorial supplies - hand sanitizer refills
01	04/30/2026	Pure Pet Carbondale	\$96.98		Food for Police K-9
01	04/30/2026	Wal-Mart	(\$34.58)		Refund for return of Animal Control supplies
01	04/30/2026	Timbertrails	\$120.00		Veterinary services
01	04/30/2026	Timbertrails	\$34.00		Veterinary services
01	04/30/2026	BP	\$69.68		Travel
01	04/30/2026	Furever Customsus	(\$2.73)		Refund of sales tax charged in error
01	04/30/2026	Panera Bread	\$16.38		Meal for Dispatcher Appreciation Week
01	04/30/2026	Amazon MktpI	\$270.00		Animal Control supplies
01	04/30/2026	Caseys	\$66.48		Fuel for travel to/from ILEAS training
01	04/30/2026	Government* Powerdms	\$30.00		PowerTime virtual training registration
01	04/30/2026	Wal-Mart	\$17.46		Snacks for Citizens' Police Academy
01	04/30/2026	Central Animal Inn	\$435.00		Animal boarding
01	04/30/2026	Wal-Mart	\$64.55		Janitorial supplies for Rodney
01	04/30/2026	Jimmy Johns	\$74.21		Meal for Dispatcher Appreciation Week
01	04/30/2026	Cvs	\$19.23		Purchase of mental health client medication
01	04/30/2026	Caseys	\$45.75		Fuel for travel to/from training.
01	04/30/2026	Adobe	\$119.95		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Wal-Mart	\$435.81		Accidental Personal Charge. Refunded
01	04/30/2026	Dominos	\$39.20		Meal for Dispatcher Appreciation Week
01	04/30/2026	Il Tollway -Pay By Plate	\$1.90		Tollway charges while at training event
01	04/30/2026	Tactacam	\$51.13		Payment for camera subscription
01	04/30/2026	Rural King	\$100.97		Food for Police K-9
01	04/30/2026	Amazon.Com	\$59.99		Janitorial supplies
01	04/30/2026	Caseys	\$20.00		Fuel for travel to/from ILEAS training
01	04/30/2026	Tactacam	\$216.00		Payment for camera subscription-FY 2027
01	04/30/2026	Wal-Mart	\$6.98		Supplies for Administrative Professional Day
01	04/30/2026	Amazon MktpI	\$159.15	2026-00000624	IT supplies
01	04/30/2026	Amazon MktpI	\$219.96		IT supplies
01	04/30/2026	Frontier Communication	\$97.83		Phone Services
01	04/30/2026	Shell Oil	\$19.29		Fuel - Travel #810519
01	04/30/2026	FM	\$25.20		Fuel - #810527
01	04/30/2026	FBI Leeda Inc	\$795.00		Registration for FBI-LEEDA training in
01	04/30/2026	Ray Oherron	\$3,330.92		New officer uniforms
01	04/30/2026	Ray Oherron	\$561.88		Uniform pants for new officer
01	04/30/2026	Wal-Mart	\$12.27		Snacks for Citizens' Police Academy
01	04/30/2026	Wal-Mart	\$38.64		Range supplies

INVOICE			INVOICE TOTAL	PO#	INVOICE DESCRIPTION
	DATE	VENDOR NAME			
01	04/30/2026	Ray Oherron	\$1,821.98	2026-00000595	Ballistic Vest Replacement for Cohen & Stein
01	04/30/2026	Rekor Recognition Sys	\$19,853.75	2026-00000640	Rekor Cellular & Rekor Scout Service Plan
01	04/30/2026	Ray Oherron	\$4,961.97	2026-00000599	(3) SRT Personal Protection Vests
01	04/30/2026	Ray Oherron	\$6,600.96	2026-00000596	(4) SRT Personal Protection Vests
01	04/30/2026	Amazon.Com	\$16.57		Admin office supplies
01	04/30/2026	Central Hospital For Ani	\$30.84		Veterinary services
01	04/30/2026	Timbertrails	\$133.00		Veterinary services
01	04/30/2026	Fbi Leeda Inc	\$795.00		FBI-LEEDA Training Registration
01	04/30/2026	Jw Marriott, Nashville	\$978.27		Travel #810519
01	04/30/2026	Caseys	\$75.99		CPA class supplies
01	04/30/2026	Panera Bread	\$42.98		CPA class supplies
01	04/30/2026	Amazon MktpI	\$306.73		IT supplies
01	04/30/2026	Murphysboro Rural King	\$17.99		Animal Control supplies
01	04/30/2026	Timbertrails	\$90.00		Veterinary services
01	04/30/2026	Wal-Mart	\$36.49		Animal Control supplies
01	04/30/2026	Fairfield Inn & Suites	\$530.50		Hotel - FBI-LEEDA training
01	04/30/2026	Verizon Wireless	\$180.20		CCTV Air Cards
01	04/30/2026	Verizon Wireless	\$902.15		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Verizon Wireless	\$1,898.71		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Americanrangewalls.Com	\$2,752.00	2026-00000655	(23) Modular Walls for Training Scenario
01	04/30/2026	La Police Gear	\$402.80		(2) Button Activated Batons
01	04/30/2026	Rhodes 101 Stops	\$50.95		Fuel - #810527
01	04/30/2026	Circle K	\$34.86		Fuel - #810527
01	04/30/2026	Bp	\$70.50		Fuel - #810528
01	04/30/2026	WalMart	\$225.60		Child ID Station Supplies
01	04/30/2026	IDI	\$79.50		TLO subscription
01	04/30/2026	WalMart	\$54.87		Animal Control supplies
01	04/30/2026	Timbertrails	\$113.00		Veterinary services
01	04/30/2026	Ray O Herron Co E-Commerc	\$967.53		New officer uniforms/equipment (A Adkins)
01	04/30/2026	Shell Oil	\$60.04		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$27.01		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$74.76		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$65.10		Fuel purchased while City pumps were down.
01	04/30/2026	Timbertrails	\$260.40		Veterinary services
01	04/30/2026	Cintas Corp	\$242.36		PSC first aid & medicine cabinet restocking
01	04/30/2026	Holiday Inn Exp & Suites	\$821.42		Hotel - #810528
01	04/30/2026	Shell Oil	\$58.35		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$69.03		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$72.16		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$72.01		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$47.55		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$30.59		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$31.59		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$72.66		Fuel purchased while City pumps were down.
01	04/30/2026	Timbertrails	\$85.80		Veterinary services
01	04/30/2026	Timbertrails	\$84.00		Veterinary services
01	04/30/2026	Shell Oil	\$76.09		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$51.38		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$73.17		Fuel purchased while City pumps were down.
01	04/30/2026	Frontier Communication	\$411.08		PD Cameras, SIMMS, Lift Stations

INVOICE		VENDOR NAME	INVOICE TOTAL	PO#	INVOICE DESCRIPTION
01	DATE				
01	04/30/2026	Roy Walker Communications	\$8.04		Radio maintenance
01	04/30/2026	Lowes	\$14.98		Janitorial supplies
01	04/30/2026	Dinges Fire Company Inter	\$4,550.00	2026-00000607	Turnout Gear for Prob FF Edwards
01	04/30/2026	Lowes	\$21.96		Light bulbs for Station 1
01	04/30/2026	Silkworm Inc	\$28.91		Uniforms for Prob FF Edwards
01	04/30/2026	Dinges Fire Company Inter	\$77,350.00	2026-00000583	Turnout Gear - 17 PFAS Free Sets
01	04/30/2026	Cintas	\$590.78	2026-00000617	Fire Extinguishers and Hydrostat - Fire Trucks
01	04/30/2026	Cintas	\$181.09	2026-00000617	Fire Extinguishers and Hydrostat - Fire Trucks
01	04/30/2026	Cintas	\$669.04	2026-00000617	Fire Extinguishers and Hydrostat - Fire Trucks
01	04/30/2026	Cintas	\$181.09	2026-00000617	Fire Extinguishers and Hydrostat - Fire Trucks
01	04/30/2026	Murdale Ace Hardware	\$89.98		CO detectors for citizen residences
01	04/30/2026	Uline	\$416.76		Station 2 closet shelving
01	04/30/2026	Lowes	\$5.44		4-gas monitor repairs
01	04/30/2026	Lowes	\$14.98		Janitorial supplies
01	04/30/2026	Leon Uniform Company Inc	\$502.00		Uniforms for Fire Chief and Fire Captain
01	04/30/2026	Amazon Mktpl	\$14.00		Keyboard feet replacements
01	04/30/2026	Afc International Inc	\$533.43		Repairs to HazMat 4-gas monitors
01	04/30/2026	Jimmy Johns	\$69.68		Lunch for CFD members during on-site event
01	04/30/2026	Haymakers	\$40.00		Travel #810484
01	04/30/2026	Homes To Suites By Hilton	\$604.55		Travel #810484-S. Abbott, Champaign, IL
01	04/30/2026	Frontier Communication	\$407.94		Phone Services
01	04/30/2026	Amazon Mktpl	\$399.00		Batteries
01	04/30/2026	Verizon Wireless	\$68.08		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Verizon Wireless	\$432.19		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Lowes	\$27.51		Station 1 Shop electrical supplies
01	04/30/2026	Lowes	\$4.58		Bucket for Station 2 Bay
01	04/30/2026	Leon Uniform Company Inc	\$49.00		Uniforms for Chief Crippen
01	04/30/2026	Silkworm Inc	\$62.42		Uniforms for Chief Crippen and Captain Seger
01	04/30/2026	Shell Oil	\$95.00		Fuel purchased while City pumps were down.
01	04/30/2026	Www.Il-Iaai.Com	\$95.00		Unknown Travel #
01	04/30/2026	Dinges Fire Company Inter	\$750.00		2 nozzles
01	04/30/2026	Amazon Mktpl	\$131.55		EMR supplies, batteries, and miscellaneous
01	04/30/2026	Leon Uniform Company Inc	\$624.00		Uniforms for Chief Crippen and Captain Seger
01	04/30/2026	Afc International Inc	\$184.31		HazMat Supplies
01	04/30/2026	Shell Oil	\$122.24		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$25.78		Fuel
01	04/30/2026	Lowes	\$34.96		Strap and brush and propane
01	04/30/2026	Lowes	\$21.98		Strap and brush and propane
01	04/30/2026	Walgreens	\$22.00		Janitorial supplies
01	04/30/2026	Schnucks Carbondale	\$17.37		Bottled water for training room
01	04/30/2026	Rips Brick Oven Pizza	\$39.38		Dinner for EOC staff during severe weather
01	04/30/2026	Lowes	\$13.98		Janitorial supplies
01	04/30/2026	Sentinel Emergency Solutions	\$111.04		SCBA Regulator Straps
01	04/30/2026	Frontier Communication	\$601.41		PD Cameras, SIMMS, Lift Stations
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Quatros Deep Pan Pizza	\$66.25		Dinner for EOC Staff during Severe Weather
01	04/30/2026	Comfort Suites	\$108.49		hotel stay travel to conference
01	04/30/2026	APA-IL.Thinkific.Com	\$75.00		APA State Spring Conference
01	04/30/2026	APA-IL.Thinkific.Com	\$75.00		APA State Spring Conference (virtual)
01	04/30/2026	Adobe	\$167.93		Adobe Acrobat, Cloud, Photo

INVOICE			INVOICE TOTAL	PO#	INVOICE DESCRIPTION
	DATE	VENDOR NAME			
01	04/30/2026	Staples	\$19.98	2026-00000626	Misc office supplies
01	04/30/2026	Amazon MktpI	\$47.69		anti fatigue mat for employee standing desk
01	04/30/2026	The Printing Plant	\$55.00		John Lenzini business cards
01	04/30/2026	Staples.Com	\$464.71		Misc. Office Supplies
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Verizon Wireless	\$36.01		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Staples.Com	\$27.46		Organization Caddy
01	04/30/2026	Hucks Food & Fuel Sto	\$38.34		Fuel purchased while City pumps were down.
01	04/30/2026	Caseys	\$49.25		Fuel purchased while City pumps were down.
01	04/30/2026	Touch4wash	\$8.00		car wash C Cawthon 4/1
01	04/30/2026	Staples	\$1,318.98		Office Chairs
01	04/30/2026	Staples	\$401.98		2 leather office chairs
01	04/30/2026	Wal-Mart	\$165.69		bns board up materials
01	04/30/2026	Amazon MktpI	\$79.98		Mobile TV rolling cart
01	04/30/2026	Wal-Mart	\$127.48		7 Staplers and supplies
01	04/30/2026	Amazon MktpI	\$179.99		Insignia 50" Smart TV
01	04/30/2026	Wal-Mart	\$61.13		Misc office supplies
01	04/30/2026	American Assoc Of Code	\$75.00		active member dues for C Cawthon
01	04/30/2026	Amazon MktpI	\$237.58		Office supplies
01	04/30/2026	Amazon MktpI	\$42.73		8 pk of washable chalk spray paint
01	04/30/2026	Amazon MktpI	\$131.32		Misc. Supplies
01	04/30/2026	Verizon Wireless	\$314.88		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Verizon Wireless	\$252.07		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Amazon	\$45.89		Logitech wireless powerpoint clicker
01	04/30/2026	Henry Printing	\$203.41		Business cards
01	04/30/2026	Adobe	\$23.99		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Staples	\$491.23		Printer Ink, Kleenex, pens
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Verizon Wireless	\$56.03		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Shell Oil	\$88.96		Gas Fuel Island Down
01	04/30/2026	Safety Kleen Systems	\$183.81		Parts washer service
01	04/30/2026	Vestis Services Llc	\$184.88		Mats and wipers for Civic center
01	04/30/2026	Vestis Services Llc	\$244.04		Nylon ats, wipers and for SIMS building
01	04/30/2026	Vestis Services Llc	\$470.81		Mats, dust mop and wipers for water plant.
01	04/30/2026	Constellation Energy Grou	\$6,382.65		Gas Service
01	04/30/2026	Adobe	\$47.98		Adobe Acrobat, Cloud, Photo
01	04/30/2026	Trane US Inc Commercial	\$1,870.00		City Hall coil repair service
01	04/30/2026	Murdale Ace Hardware	\$3.22		Attucks School extra keys.
01	04/30/2026	Verizon Wireless	\$59.38		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Shell Oil	\$99.00		Fuel purchased while City pumps were down.
01	04/30/2026	Lowes	\$66.63		Electrical tester/impact/blade
01	04/30/2026	Lowes	\$143.88		Misc Tools
01	04/30/2026	Frontier Communication	\$506.27		PD Cameras, SIMMS, Lift Stations
01	04/30/2026	Amazon Retail	(\$137.48)		Sanitary napkin disposal for stage
01	04/30/2026	Amazon MktpI	\$256.99		Drill/driver set
01	04/30/2026	Amazon MktpI	\$577.67		Key rings and commercial carpet cleaner.
01	04/30/2026	Cintas Corp	\$25.40		Uniforms
01	04/30/2026	Amazon MktpIplace Pmts	(\$137.48)		Sanitary napkin disposal
01	04/30/2026	Amazon MktpI	\$75.40		Ink cartridges and hdmi cable
01	04/30/2026	Napa Carbondale	\$239.40		Shop towels

INVOICE		VENDOR NAME	INVOICE TOTAL	PO#	INVOICE DESCRIPTION
	DATE				
01	04/30/2026	Amazon Retail	\$28.39		Compression check valve assembly
01	04/30/2026	Lowes	\$23.38		Trash cans and bags for the stage
01	04/30/2026	Amazon Mktp	\$308.76		Grabbers
01	04/30/2026	Lowes	(\$71.96)		Wall hangers for stage
01	04/30/2026	Amazon Mktp	\$313.59		Back pack blower
01	04/30/2026	Berls Commercial Supply	\$130.68		12 gallon liner bags
01	04/30/2026	Northern Tool	\$587.99		Battery pack, and blower
01	04/30/2026	Amazon Mktp	\$205.12		Label maker, labels and screens
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Northern Tool	\$299.00		2 pack of batteries
01	04/30/2026	Amazon Mktp	\$118.49		Certificate sign holder 2 pack for stage
01	04/30/2026	Cintas Corp	\$305.47		Uniforms
01	04/30/2026	Murdale Ace Hardware	\$19.71		Fastners
01	04/30/2026	Global industrial eq	\$624.75		post protectors
01	04/30/2026	Rural King	\$70.95		Bug killer
01	04/30/2026	Lowes	\$109.95		Bug killer and paint material
01	04/30/2026	Republic Services Trash	\$962.50		Landfill bill street sweepings
01	04/30/2026	Menards	\$80.91		Hi vis vests
01	04/30/2026	Beelman Ready Mix Llc	\$441.00		Ready Mix Concrete
01	04/30/2026	Lowes	\$46.42		Sign materials
01	04/30/2026	Rural King	\$5.99		Metal rod
01	04/30/2026	Lowes	\$36.48		Mailbox post
01	04/30/2026	Verizon Wireless	\$196.80		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Uattend.Com	\$287.00		Time Clock
01	04/30/2026	Shell Oil	\$115.74		Fuel purchased while City pumps were down.
01	04/30/2026	Joyce Lee Outdoor Equipme	\$494.08		Trimmer and mix oil
01	04/30/2026	Joyce Lee Outdoor Equipme	\$144.20		Trimmer string
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Joyce Lee Outdoor Equipment	\$514.99		Weedeater
01	04/30/2026	Joyce Lee Outdoor Equipme	\$499.97		Trimmer heads and mix oil
01	04/30/2026	Tabor Wholesale Nursery	\$500.00		Trees for Arbor Day at Founders Park
01	04/30/2026	Rural King	\$19.99		grass seed
01	04/30/2026	Joyce Lee Outdoor Equipme	\$144.20		Weed eater string
01	04/30/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
01	04/30/2026	Joyce Lee Outdoor Equipme	\$28.83		discharge chute for push mower
01	04/30/2026	Shell Oil	\$127.19		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$156.87		Fuel purchased while City pumps were down.
01	04/30/2026	Shell Oil	\$242.83		Fuel purchased while City pumps were down.
01	04/30/2026	Amazon Retail	\$585.48		(4) Soccer Nets
01	04/30/2026	Amazon Mktpplace Pmts	(\$64.96)		Refund of lever cylinder knob for parks
01	04/30/2026	Softtelpay	\$26.20		Evergreen Park
01	04/30/2026	Ez Rental	\$199.00		1.5 Ton Roller for Baseball/Softball fields
01	04/30/2026	Amazon Mktp	\$109.44		Cleaning cart
01	04/30/2026	Joyce Lee Outdoor Equipme	\$463.87		Weed eater supplies
01	04/30/2026	Murdale Ace Hardware	\$81.87		gas can and gallon sprayer
01	04/30/2026	Springfield Electric Supp	\$100.20		electrical materials
01	04/30/2026	Springfield Electric Supp	\$111.25		fix flag pole light at Turley Park
01	04/30/2026	Springfield Electric Supp	\$51.69		fix lights at Turley Park
01	04/30/2026	Lowes	\$396.05		Cleaning supplies
01	04/30/2026	Lowes	\$41.66		300' Measuring tape and landscape spikes

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VENDOR NAME

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01	04/30/2026	Murdale Ace Hardware	\$4.21		duplicate keys
01	04/30/2026	Lowe's	\$117.92		Stone sealer and command mini hooks
01	04/30/2026	Murdale Ace Hardware	\$80.97		Chlorine tablets and rust reformer spray
01	04/30/2026	Lowe's	\$175.84		Paint and paint supplies for parks fountain
01	04/30/2026	Rural King	\$68.99		Ratchet Straps
01	04/30/2026	Napa	\$67.48		Multi ball hitch and hitch pin
01	04/30/2026	Amazon Mktp	\$155.34		Stone sealer
01	04/30/2026	Murdale Ace Hardware	\$2.69		Plumbers putty
01	04/30/2026	Murdale Ace Hardware	\$34.97		super block concessions plumbing supplies
01	04/30/2026	Musco Sports Lighting	\$197.00		Keyed switch selector
01	04/30/2026	Rural King	\$1.90		rope
01	04/30/2026	Murdale Ace Hardware	\$15.34		Vinyl tubing
01	04/30/2026	Amazon Retail	\$42.60		Flow spray outlet for super block concession
01	04/30/2026	Lowe's	(\$29.92)		Tile and stone cleaner and squeegee
01	04/30/2026	Verizon Wireless	\$36.01		Cell Phones 03/04/26-04/03/26
			<u>\$251,337.32</u>		

11 Motor Fuel Tax Fund Purchases

11	04/06/2026	Mdsolutions	\$995.00		sign material
11	04/21/2026	Egyptian Electric Coop	\$532.90		Traffic Signals, Warning Lights, NWWTP
11	04/21/2026	Road Runner Safety Servi	\$768.67		Sign material
11	04/22/2026	Springfield Electric Supp	\$59.98		Parts to fix meter cabinet
			<u>\$2,356.55</u>		

25 Enterprise Zone Fees

25	04/23/2026	Hotelsone	\$520.94		Lodging
25	04/23/2026	Expedia	\$54.00		Rental car protection plan
25	04/23/2026	Southwes	\$251.20		Air transportation
25	04/24/2026	Hertz Car Rental	\$129.12		Car rental
25	04/24/2026	International Town & Gown	\$475.00		Registration fee
			<u>\$1,430.26</u>		

40 Local Improvement Fund

40	04/30/2026	Lowe's	\$16.38		Electrical supplies for stage
40	04/30/2026	Murdale Ace Hardware	\$25.70		Wallplates & outlets - stage
			<u>\$42.08</u>		

70 Water & Sewer Fund Purchases

70	04/30/2026	Schulte Supply	\$350.00		sewer pipe couplings
70	04/02/2026	Harbor Freight Tools	\$9.98		tape measures Daren
70	04/02/2026	Ups	\$253.65		UPS Shipping & Service Charge
70	04/08/2026	Clearwave Fiber	\$1,509.75	2026-00000609	Fiber and LEADS Connection
70	04/10/2026	Southwest	\$427.80		Conference travel
70	04/10/2026	Awwa Events	\$1,050.00		Conference Registration
70	04/27/2026	Wal-Mart	\$99.76		phones for meter reading
70	04/27/2026	Amazon Mktp	\$179.64		desk organizers
70	04/27/2026	Verizon Wireless	\$157.44		Cell Phones 03/04/26-04/03/26
70	04/27/2026	Verizon Wireless	\$180.05		Cell Phones 03/04/26-04/03/26
70	04/29/2026	Amazon Retail	\$70.11		batteries
70	04/30/2026	Staples	\$70.32		office supplies and misc supplies

INVOICE		VENDOR NAME	INVOICE TOTAL	PO #	INVOICE DESCRIPTION
70	DATE				
70	04/30/2026	Staples	\$67.14		office supplies and misc supplies
70	04/30/2026	USPS	\$6.08		Postage
70	04/02/2026	Softtelpay	\$90.90		Cedar Lake Boat Ramp
70	04/03/2026	Lowes	\$59.94		nails for trail markers
70	04/03/2026	Pheasants Forever Inc	\$837.00		pollinator seed mix
70	04/09/2026	Menards	\$524.86		ceiling fans, smoke & CO detectors
70	04/09/2026	Amazon Mktp	\$97.60		bush hog blades
70	04/09/2026	Mid America Appliance	\$98.80		repair service for kitchen range
70	04/09/2026	Amazon Mktp	\$370.00		pool rope for beach
70	04/14/2026	Amazon Mktp	\$18.49		bush hog blade bolts
70	04/14/2026	Amazon Mktp	\$29.95		usb charging cables and charging block
70	04/21/2026	Egyptian Electric Coop	\$44.95		Beach, NWWTP River Vault, Lift Stations
70	04/23/2026	Harbor Freight Tools	\$166.94		nitrile gloves, batteries, metal detector
70	04/27/2026	Verizon Wireless	\$40.31		Cell Phones 03/04/26-04/03/26
70	04/27/2026	Verizon Wireless	\$72.02		Cell Phones 03/04/26-04/03/26
70	04/28/2026	Rj Thomas Mfg Pilot Roc	\$2,537.00	2026-00000647	Campsite fire rings
70	04/29/2026	Murdale Ace Hardware	\$194.28		grease, 2-stroke oil, bar oil
70	04/30/2026	Amazon Mktp	\$30.99		under desk cable management tray
70	04/30/2026	Amazon Mktp	\$97.90		pre emergent herbicide
70	04/02/2026	Era - A Waters Company	\$999.32	2026-00000560	Annual Proficiency Testing
70	04/02/2026	Era - A Waters Company	\$1,270.46	2026-00000560	Annual Proficiency Testing
70	04/02/2026	Ups	\$74.66		UPS Shipping & Service Charge
70	04/13/2026	Amazon Mktp	\$285.51		Packing tape, labels, pens, and printer ink
70	04/27/2026	Lifetechcorp	\$824.40		PH meter electrode (replacement part)
70	04/27/2026	Environmental Experts	\$139.57		FY2026 wastewater filters
70	04/27/2026	Fisher Sci Ecom Hus	\$222.44		Solution for pH probe maintenance
70	04/27/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
70	04/29/2026	Lifetech Corp	\$582.00		Parts for ICP-MS Quartz Injector
70	04/29/2026	Fisher Sci Ecom	\$282.00		FY2026 Parts for ICP-MS
70	04/30/2026	Environmental Expts	\$88.34		ICP_MS Calibration Maintenance
70	04/02/2026	Ups	\$215.18		UPS Shipping & Service Charge
70	04/03/2026	Rural King	\$39.99		Garden Hose
70	04/07/2026	Murdale Ace Hardware	\$28.62		Couplings, Valve, Compression Tee
70	04/15/2026	Rural King	\$23.22		Baking Soda
70	04/16/2026	Murdale Ace Hardware	\$61.37		Air Filters.
70	04/16/2026	Murdale Ace Hardware	(\$61.37)		Refund for Receipt with Taxes Charged
70	04/16/2026	Murdale Ace Hardware	\$54.52		Air Filters
70	04/17/2026	Lowes	\$99.00		Tool Box
70	04/17/2026	Illinois Awwa	\$109.00		Training For CEU's
70	04/17/2026	Vestis Services Llc	\$198.75		Nylon Mat Rental
70	04/17/2026	Murdale Ace Hardware	\$49.52		Air Filters
70	04/20/2026	Amazon Mktp	\$294.35		Plumbing Supplies
70	04/21/2026	Egyptian Electric Coop	\$1,761.24		Traffic Signals, Warning Lights, NWWTP
70	04/22/2026	Amazon Mktp	\$77.90		Combination Wrench Set
70	04/22/2026	Amazon Mktp	\$99.89		18v Lithium Batteries
70	04/23/2026	Murdale Ace Hardware	\$8.09		Unthreaded Rod
70	04/23/2026	Lowes	\$23.12		Yellow and Red Duct Tape
70	04/24/2026	Amazon Mktp	\$315.48		Misc. Tools
70	04/24/2026	Amazon Mktp	\$27.98		Venturi Tee with Nozzle
70	04/24/2026	Amazon Mktp	\$198.00		Nitrate Rubber Gloves

INVOICE		VENDOR NAME	INVOICE TOTAL	PO #	INVOICE DESCRIPTION
70	DATE				
70	04/24/2026	Springfield Electric Supp	\$68.34		Angle Brackets, Bolts
70	04/24/2026	Rural King	\$159.93		Angle Iron
70	04/24/2026	Murdale Ace Hardware	\$5.90		Fastners
70	04/27/2026	Amazon Mktpl	\$19.98		Venturi Tee 1 x 1 x 3/4
70	04/27/2026	Amazon Retail	\$175.80		Genuine Joe Bath Tissue
70	04/27/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
70	04/27/2026	Murdale Ace Hardware	\$24.78		U-Bolts
70	04/28/2026	Murdale Ace Hardware	\$21.39		p trap/caulk/hardware
70	04/28/2026	Murdale Ace Hardware	\$9.88		p trap/caulk
70	04/28/2026	Amazon Mktpl	\$23.98		Magnetic Socket Organizers
70	04/30/2026	Circle K	\$9.31		Accidental Personal Charge. Refunded
70	04/30/2026	Shell Oil	\$85.66		Fuel purchased while City pumps were down.
70	04/08/2026	Sherwin-Williams	\$123.02		fire hydrant paint
70	04/17/2026	Sherwin-Williams	\$369.06		fire hydrant paint
70	04/09/2026	Menards	\$17.56		meter parts
70	04/10/2026	Rural King	\$48.98		shovel and saw blades
70	04/13/2026	Lowe's	\$52.96		paint and supplies
70	04/30/2026	Shell Oil	\$32.20		board runner truck
70	04/13/2026	Lowe's	\$15.96		hand soap
70	04/13/2026	Lowe's	\$54.20		supplies for site restoration 1510 Bobette Ln
70	04/17/2026	Rural King	\$9.49		antibacterial wipes
70	04/24/2026	Lowe's	\$10.48		batteries
70	04/02/2026	Constellation Energy Grou	\$499.62		Gas Service
70	04/02/2026	Ups	\$89.41		UPS Shipping & Service Charge
70	04/03/2026	Lowe's	\$90.68		misc items
70	04/10/2026	Joyce Lee Outdoor Equipme	\$74.00		misc items
70	04/10/2026	Kbs Outdoor Power	\$275.66		misc items
70	04/15/2026	Vestis Services Llc	\$100.42		dust mops
70	04/20/2026	Unifirst First Aid Corpor	\$215.14		first aid
70	04/27/2026	Verizon Wireless	\$39.36		Cell Phones 03/04/26-04/03/26
70	04/29/2026	Lowe's	\$249.04		cleaning supplies
70	04/30/2026	Shell Oil	\$46.70		Fuel purchased while City pumps were down.
70	04/01/2026	Rural King	\$49.99		Herbicide
70	04/02/2026	Constellation Energy Grou	\$317.40		Gas Service
70	04/02/2026	Ups	\$174.55		UPS Shipping & Service Charge
70	04/07/2026	Murdale Ace Hardware	\$53.33		Bits
70	04/07/2026	Rural King	\$32.97		Bits
70	04/17/2026	Murdale Ace Hardware	\$13.49		Primer Bulb
70	04/21/2026	Egyptian Electric Coop	\$185.19		Traffic Signals, Warning Lights, NWWTP
70	04/21/2026	Egyptian Electric Coop	\$70.09		Beach, NWWTP River Vault, Lift Stations
70	04/22/2026	Murdale Ace Hardware	\$24.27		Fittings
70	04/24/2026	Lowe's	\$179.00		Shop Vac
70	04/29/2026	Murdale Ace Hardware	\$165.17		Cable and Fasteners
70	04/02/2026	Frontier Communication	\$227.69		PD Cameras, SIMMS, Lift Stations
70	04/21/2026	Egyptian Electric Coop	\$445.22		Beach, NWWTP River Vault, Lift Stations
70	04/21/2026	Egyptian Electric Coop	\$2,370.25		Lift Stations
			<u>\$25,542.42</u>		

INVOICE

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VENDOR NAME

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\$39.36**72****Solid Waste Management Fund Purchases**

72	04/14/2026	Unifirst First Aid Corpor	94.44	Restock of first aid kits
72	04/17/2026	Lowes	144.48	Pull plate and lock
72	04/20/2026	Republic Services Trash	6760.92	Landfill bill
72	04/20/2026	Republic Services Trash	8691.58	Landfill bill
72	04/20/2026	Menards	80.92	Hi vis vests
72	04/30/2026	Shell Oil	335.96	Fuel purchased while City pumps were down.
72	04/30/2026	Shell Oil	212.09	Fuel purchased while City pumps were down.
72	04/30/2026	Shell Oil	149.53	Fuel purchased while City pumps were down.
			<u>\$16,469.92</u>	

73**Rental Properties Fund**

73	04/02/2026	Constellation Energy Grou	606.90	Gas Service
73	04/06/2026	Amazon Mktp	170.90	American flags
73	04/07/2026	Appa	989.06	Membership
73	04/07/2026	Amazon Mktplace Pmts	-34.99	Rain suit
73	04/09/2026	Paypal	36.35	CEO of Southern Illinois membership
73	04/09/2026	Johnstone Supply Carbon	87.73	Ice maching clean
73	04/10/2026	Staples	5.99	Desk pad
73	04/13/2026	Anixter/Clark/Tri-Ed	885.75	Pin kit, tight metal box
73	04/13/2026	Johnstone Supply Carbon	457.15	Refrigerant
73	04/13/2026	Staples	180.98	Chair
73	04/14/2026	Wal-Mart	542.00	Monitors
73	04/16/2026	Johnstone Supply Carbon	24.28	Disconnect switch
73	04/17/2026	Lowes	93.94	Replacement tools
73	04/17/2026	Intl Code Council Inc	515.00	International code council membership
73	04/17/2026	Lowes	45.18	Air fresheners and metal hardware
73	04/17/2026	Murdale Ace Hardware	4.13	Square plug
73	04/22/2026	Northern Tool	749.99	Air compressor
73	04/22/2026	Northern Tool	249.00	Oscillating multitool
73	04/23/2026	Amazon Mktp	237.55	Transfer pump
73	04/23/2026	Amazon Retail	238.98	Air compressor hose reel
73	04/24/2026	Amazon Mktp	710.90	Shop vac supplies
73	04/24/2026	Amazon Mktp	174.97	Transfer pump
73	04/24/2026	Northern Tool	578.00	Band saw, router and battery
73	04/24/2026	Amazon Mktp	230.95	Label maker
73	04/27/2026	Lowes	73.96	Bits
73	04/27/2026	Amazon Mktp	151.98	Mounting plate
73	04/27/2026	Amazon Mktp	182.21	Brush seal kit
73	04/27/2026	Amazon Mktp	362.44	Vacuum cleaner and belt
73	04/27/2026	Northern Tool	587.99	Circular saw and battery pack
73	04/27/2026	Verizon Wireless	39.36	Cell Phones 03/04/26-04/03/26
73	04/28/2026	Amazon Mktp	113.90	Page magnifiers and hdmi adapter
73	04/29/2026	Northern Tool	393.98	Magnetic pick and fuel blower kit.
73	04/29/2026	Amazon Mktp	545.42	Mounting brackets, rain guards and storage
73	04/29/2026	Johnstone Supply Carbon	4380.00	Freon for ac
			<u>\$14,611.93</u>	

2026-00000636

INVOICE
DATE

VENDOR NAME

INVOICE TOTAL

PO #

INVOICE DESCRIPTION

GRAND TOTAL \$311,829.84

DIRECTOR OF FINANCE

CITY MANAGER

DATE

DATE

THIS IS TO CERTIFY THAT THE ABOVE WARRANT WAS DULY PRESENTED AT A MEETING
OF THE COUNCIL ON _____ AND PAYMENT OF SAID WARRANT HAS BEEN
MADE IN ACCORDANCE WITH THE CARBONDALE REVISED CODE.

APPROVED

Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk

LIST OF WARRANTS REVIEWED BY:

Jeff Davis, City Treasurer



Agenda Item Details

Meeting:	June 9, 2026 - City Council Meeting
Category:	Consent Agenda
Subject:	A Resolution Authorizing City Staff to Initiate a Text Amendment to Title 15 Relative to Regulations for the Primary Business District (BPR)
Type:	Action - Consent
Recommended Action:	Adopt a Resolution authorizing staff to initiate a text amendment to Title 15 relative to regulations for the Primary Business District.
Goals:	Goal 4: Encourage responsible and progressive economic development/tourism/arts and entertainment. Goal 1: Provide a high quality of life and foster a sense of community. Goal 8: Update the downtown master plan as a guide to revitalize the City Center.
Originating Department:	Community Development

Background:

The Primary Business District (BPR) was created with the adoption of the original zoning ordinance for Carbondale in 1974. This zoning classification encompasses all of downtown Carbondale and is the primary regulatory mechanism for development downtown, regulating uses and design standards within the district.

In October 2025, the City's new comprehensive plan, Plan Carbondale, was adopted by the Carbondale City Council. The comprehensive plan identifies downtown Carbondale as a "gateway" and emphasizes promoting infill and redevelopment of underutilized areas downtown to support growth and development opportunities. Specifically, one of the recommendations of the comprehensive plan is to "update the zoning code to simplify land use regulations and prioritize community character."

Staff are requesting authorization to initiate a text amendment to Title 15 of the Carbondale Revised Code as it pertains to the Primary Business District zoning and design standard regulations. Specific goals of the text amendment include:

1. Remove Section 15.4.7.2.E.1.(a) of Title 15, which mandates a minimum height of two stories or 25 feet in height within the Primary Business district.
2. Review of the use table for the BPR to identify opportunities to create more flexibility for potential uses downtown.
3. Ensure that the BPR zoning classification aligns with the City's new comprehensive plan.

Upon adoption of this Resolution, Planning Staff will prepare a staff report and present it to the Planning Commission as part of a public hearing. The Planning Commission will make its recommendation to the City Council, and the Council will make the final decision to approve or deny the Text Amendment.

Additional Information:

Attachments:

1. Resolution Authorizing Text Amendment to Title 15 for Regulations in the BPR District

Motion & Voting: Adopt a Resolution authorizing staff to initiate a text amendment to Title 15 relative to regulations for the Primary Business District.

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

RESOLUTION NO. 2026-R-_____

**A RESOLUTION AUTHORIZING CITY STAFF TO INITIATE A TEXT AMENDMENT
TO TITLE 15 RELATIVE TO REGULATIONS FOR THE PRIMARY BUSINESS
DISTRICT (BPR)**

WHEREAS, the City of Carbondale, Illinois, is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and,

WHEREAS, pursuant to Article VII, Section 6(a), of the Illinois Constitution, 1970, the City of Carbondale may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of public health, safety, morals and welfare; and,

WHEREAS, Title 15 of the Carbondale Revised Code (CRC) establishes zoning districts to regulate land use and development; and,

WHEREAS, the Primary Business District zoning classification is the primary regulatory mechanism for regulating uses and design standards in downtown Carbondale; and,

WHEREAS, the Carbondale Vision 2030 document includes the goal, “Encourage responsible, progressive economic development, tourism, arts, and entertainment”, along with strategic initiatives, “Review possible ordinances that are barriers to business start-ups,” and,

“Work closely with the Planning Department and the business community to pinpoint obstacles to business growth, and devise strategies to implement targeted revisions of City Code”; and,

WHEREAS, the City’s comprehensive plan, Plan Carbondale, includes the following recommendation, “Update the zoning code to simplify land use regulations and prioritize community character”; and,

WHEREAS, the City desires to implement revisions to Title 15 to align with the City’s Vision 2030 and comprehensive plans, remove barriers to development, and encourage more development and investment in downtown Carbondale.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARBONDALE, ILLINOIS, AS FOLLOWS:

SECTION ONE. That the City Council of the City of Carbondale authorizes city staff to initiate the text amendment process to amend Title 15 of the Carbondale Revised Code as it relates to downtown code revisions; and,

SECTION TWO. That the City Council of the City of Carbondale finds that the subject matter of this Resolution pertains to the government and affairs of the City of Carbondale and is passed pursuant to the provisions of Article VII, Section 6(a) of the 1970 Illinois Constitution; and,

SECTION THREE. That this Resolution shall be spread at length upon the minutes records of the City Council of the City of Carbondale, Illinois.

This Resolution was adopted at a regular meeting of the City Council of the City of Carbondale on the 9th day of June, 2026.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk



Agenda Item Details

Meeting:	June 9, 2026 - City Council Meeting
Category:	Consent Agenda
Subject:	Award the Contract for Engineering Design Services to TWM, Inc. and Approve a Resolution Appropriating MFT Funds for the Design of the Chautauqua Road Rehabilitation CIP ST2701 in the Amount of \$17,000
Type:	Action - Consent
Recommended Action:	Award Contract for Engineering Design Services to TWM, Inc. and approve a Resolution appropriating MFT funds for design of Chautauqua Road Rehabilitation CIP ST2701 in the amount of \$17,000
Goals:	Goal 1: Provide a high quality of life and foster a sense of community. Goal 5: Provide high-quality City infrastructure.
Originating Department:	Public Works

Background: In April 2026, the City Council approved the 5-year Community Investment Plan (CIP), which included the Chautauqua Road rehabilitation in FY2027. Staff is seeking to execute design contracts utilizing FY27 funds. There are funds available in the MFT Budget and in the current CIP budget to complete this work. As this project will be funded with MFT funds, IDOT's Resolution and Contract format are required. Both are attached for approval.

The City entered into a five-year engineering agreement with Thouvenot, Wade & Moerchen, Inc. (TWM) of Swansea, Illinois, in 2025 to allow for the rapid turnaround of engineering design services by a firm that meets IDOT's Quality Based Selection (QBS) requirements. Awarding the contract at this time will allow for this design to be completed in FY2027.

Additional Information:

Attachments:

1. Engineering Services Agreement BLR05530 Chautauqua 2026-06-09
2. Resolution for improvement BLR 09110 Chautauqua 2026-06-09

Motion & Voting: Award Contract for Engineering Design Services to TWM, Inc. and approve a Resolution appropriating MFT funds for design of Chautauqua Road Rehabilitation CIP ST2701 in the amount of \$17,000

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None



Using Federal Funds? ☐ Yes ☒ No

Agreement For

MFT/TBP - PE

Agreement Type

Original

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

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Carbondale	Jackson		
Project Number	Contact Name	Phone Number	Email
	Robert Hardin	(618) 457-3270	rhardin@explorecarbondale.com

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
W Chautauqua St.			n/a
Location Termini			Add Location
From S Glenview Dr. to West of S Emerald Ln.			Remove Location
Project Description			
Full depth and partial depth PCC pavement patching.			

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

AGREEMENT FOR

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

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
TWM, Inc.	Jeff Reis	(618) 624-4488	jreis@twm-inc.com
Address	City	State	Zip Code
4940 Old Collinsville Rd.	Swansea	IL	62226

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 1: Scope of Services
- ☒ EXHIBIT 2: Project Schedule
- ☒ EXHIBIT 3: Qualification Based Selection (QBS) Checklist
- ☐ EXHIBIT 4: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514)
- ☐ EXHIBIT ____ : Direct Costs Summary Sheet
- ☒ Rates
- ☐ _____
- ☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT 1 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 1 (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 1 (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 3).
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 \$17,000.00 (For federal funds the lump sum shall be developed using Cost Plus Fixed Fee Formula).

☐ Specific Rate

☐ Cost plus Fixed Fee:

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 2. 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
TWM, Inc.	37-1042595	\$17,000.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Subconsultant Total		
Prime Consultant Total		\$17,000.00
Total for all work		\$17,000.00

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The

Local Public Agency Type City

 of

Local Public Agency Carbondale

By (Signature & Date)

--

By (Signature & Date)

--

Local Public Agency

Carbondale

Local Public Agency Type

City

Clerk

Title

--

(SEAL)

Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name TWM, Inc.

By (Signature & Date)

Joshua W. Stein
Digitally signed by Joshua W. Stein
DN: O="TWM, Inc.", CN=Joshua W. Stein, E=jstein@twm-inc.com
Reason: I am the author of this document
Location:
Date: 2026.05.13 09:23:01-05'00'
Foxit PDF Editor Version: 2025.2.1

Title

Illinois Transportation Engineering Leader

By (Signature & Date)

Jeffrey Reis
Jeffrey Reis
O=TWM, CN=Jeffrey Reis, E=jreis@twm-inc.com
2026.05.13 09:11:30-05'00'
2025.2.0

Title

Director of Transportation Engineering

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

--

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

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carbondale	TWM, Inc.	Jackson	

**EXHIBIT 1
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

\$17,000 Fee Breakdown:

\$8,000 Patching Survey and Plans/Quantities
 \$3,500 Bid Booklet and Estimates
 \$3,000 Coordination with IDOT on Comments and complete revisions as needed
 \$2,500 ESR Submittal/Coordination

Scope:

1. Develop bidding documents/booklet to meet funding requirements
2. Develop plan set including typical sections, aerial plan sheets with patching locations and quantity schedules, and any details required
6. Site visit to determine patching locations
7. Develop specifications
8. Provide an estimate of construction cost for the project
9. Coordinate with the City on review of the plans and specifications
10. Coordinate with IDOT on review of the plans and specifications
11. Coordinate with the City to advertise plans for bidding
12. Assist with any Request for Information (RFI's) during construction
13. Prepare any necessary addenda to plans

Assumptions:

1. No ADA ramp work to be included
2. No Overlay work to be included (patching only)

Exclusions:

The following are excluded from the basic scope of work. If necessary, these services can be provided as additional services on an hourly basis:

1. Topographic survey
2. Boundary survey
3. Drainage design
4. Driveway/alley/private sideroad aprons and associated ADA Ramps
5. Development of Traffic Control or Staged Construction Plans (utilize basic IDOT Hwy Stds)
6. Additional site visits
7. Distribute plans for bidding
8. Tabulate bids
9. Attend and assist with a pre-construction meeting
10. Shop drawing review
11. Submit a Notice of Intent (NOI) to EPA
12. Construction observation services
13. Construction layout
14. Traffic Signal modifications for ADA push button upgrades and/or detector loops

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carbondale	TWM, Inc.	Jackson	

**EXHIBIT 2
PROJECT SCHEDULE**

Completed in time for Summer 2026 construction.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carbondale	TWM, Inc.	Jackson	

Exhibit 3
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit 3. 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?	☐	☐				
<table border="1" style="width:100%"> <tr> <td style="width:70%">Project Criteria</td> <td style="width:30%">Weighting</td> </tr> <tr> <td> </td> <td> </td> </tr> </table>		Project Criteria	Weighting				
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
Direct Costs Worksheet**

Local Public Agency	County	Section Number	Job Number
Carbondale	Jackson		
Consultant/Subconsultant Name			

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (Per Federal GSA)	Up to Federal rate maximum			
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			
Air Fare	Coach rate, actual cost, requires minimum two weeks; notice, with prior IDOT approval			
Vehicle Mileage (per Federal GSA)	Up to federal rate maximum			
Vehicle Owned or Leased (No mileage charged allowed)	\$45.00/half day (4 hours or less) or \$90/full			
Vehicle Rental	Actual Cost (Up to \$55/day)			
Tolls	Actual Cost			
Parking	Actual Cost			
Overtime	Premium portion (Submit supporting documentation)			
Shift Differential	Actual Cost (Based on firm's policy)			
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			
Project Specific Insurance	Actual Cost			
Monuments (Permanent)	Actual Cost			
Photo Processing	Actual Cost			
2-Way Radio (Survey or Phase III Only)	Actual Cost			
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			
CADD	Actual Cost (Max \$15/hour)			
Web Site	Actual Cost (Submit supporting documentation)			
Advertisements	Actual Cost (Submit supporting documentation)			
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			
Recording Fees	Actual Cost			
Transcriptions (specific to project)	Actual Cost			
Courthouse Fees	Actual Cost			

ITEM		ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
	Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			
	Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			
	Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			
	Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			
	Testing of Soil Samples	Actual Cost			
	Lab Services	Actual Cost (Provide breakdown of each cost)			
	Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			
			0	\$0.00	\$0.00
TOTAL DIRECT COSTS:					\$0.00

Instructions for BLR 05530 - Page 1 of 3

Form instructions are not to be submitted with the form

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

This form can also be used for structure inspections.

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

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

Using State Funds (Non-MFT/TBP) If no is selected for using Federal Funds, this choice will appear. Select yes or no based on the use of State Funds for engineering. Select no if agreement is for MFT or TBP funds.

Agreement For If yes was selected for using Federal Funds, select Federal PE or Federal CE from the drop-down. If no was selected, then answer the question Using State Funds (Non-MFT/TBP). If yes is selected, then select State Funded CE, State Funded PE or State Funded PE/CE from the drop-down. If no was selected for using State Funds (Non-MFT/TBP), then select MFT/TBP PE, MFT/TBP CE or MFT/TBP PE-CE from the drop down.

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

Local Public Agency

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

Section Provisions

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

Instructions for BLR 05530 - Page 2 of 3

Agreement For

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

Consultant

Primary Consultant (Firm) Name Insert the name of the primary consultant firm that will be executing this agreement. This field value is used to populate the consultant name in the Agreement Summary, Agreement Signatures and the Exhibit pages.

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

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

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

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

City Insert the city of the firm listed to the left.

State Insert the state of the firm listed to the left.

Zip Code Insert the zip code of the firm listed to the left.

Agreement Exhibits

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

Exhibit 1 Insert the scope of services covered by this agreement/ project. This exhibit is required.

Exhibit 2 Insert the project schedule that applies to this agreement/ project. This exhibit is required.

Exhibit 3 Qualification Based Selection (QBS) Checklist process must be followed when the value of engineering will meet and/or exceed the threshold in 50 ILCS 510. If the process does not apply, check the form not applicable checkbox on the top of the exhibit page. If the process applies and using federal funds, complete items 1 through 13. If the process applies and using state funds, complete items 14 through 16.

Exhibit 4 Cost Plus Estimate of Consultant Services (CECS) Worksheet (BLR 05513 or BLR 05514). If the method of compensation was checked (under LPA Agrees item 4) as Cost Plus Fixed Fee (Anniversary Raise or Fixed Raise) in the agreement, then this exhibit is required and the correct BLR form: BLR 05514 for Fixed Raise or BLR 05513 for Anniversary Raise. This is also required to be completed if the method of compensation is Lump Sum.

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

When Direct Costs is selected for an exhibit, the direct costs worksheet will show as part of the form. Use the add button to add an additional Direct Costs sheet for additional consultants named in the agreement. Direct Costs are only allowed for items listed on the direct cost sheet.

The user will need to complete the worksheet if selected.

LPA Agrees

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

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

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

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

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

Instructions for BLR 05530 - Page 3 of 3

Agreement Summary

Prime Consultant (Firm) Name	Field populated from the Prime Consultant (Firm) Name entered on the first pages of the agreement.
TIN/FEIN/SS	Insert the Prime Consultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).
Agreement Amount	Insert the maximum agreement amount.
Subconsultant(s)	As applicable, insert the name of each subconsultant engaged in this agreement/ project.
TIN/FEIN/SS	Insert the Subconsultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).
Agreement Amount	Insert the maximum agreement amount for the subconsultant listed to the left.
Add Subconsultant	If additional lines are needed for additional subconsultants, insert lines as needed and complete the required information.
Subconsultant Total	This field is automatically completed, it is the sum of all the agreement amounts for all subconsultants listed.
Prime Total	This field is automatically completed, it is the amount of the prime consultant fee as listed above.
Total for All	This field is automatically completed, it is the sum of the subconsultant and the prime total.

Agreement Signatures

Executed by LPA

Local Public Agency Type	From the drop down, select the type of LPA. Types to choose from are: City, County, Town, or Village.
Local Public Agency	Field populated from the Local Public Agency entered on the first pages of the agreement.
By	The LPA clerk will sign here.
By	The LPA official authorized to sign this agreement will sign and date here.
Seal of LPA	The LPA will seal the document here.
Title	Insert the title of the LPA official who signed above.

Executed by the Engineer

Prime Consultant (Firm) Name	Field populated from the Prime Consultant (Firm) Name entered on first pages of the agreement.
By	The person(s) authorized to sign this agreement from the engineering firm will sign and date here.
Title	Insert the title of the person signing above.

For Agreement using MFT/TBP funds only:

Regional Engineer	Upon approval the Regional Engineer will sign and date here.
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When submitting the form via USPS mail, submit a minimum of four (4) signed originals with applicable attachments to the Regional Engineer's District office. The form may be submitted electronically with electronic signatures with applicable exhibits.

Following IDOT's approval distribution will be as follows:

Local Public Agency Clerk
Engineer (Municipal, Consultant or County)
Bureau of Local Roads and Streets



Resolution for Improvement Under the Illinois Highway Code

Is this project a bondable capital improvement?

☐ Yes ☐ No

Resolution Type

Original

Resolution Number

Section Number

BE IT RESOLVED, by the Council of the City

Governing Body Type

Local Public Agency Type

of Carbondale

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
Chautauqua St	0.34		W of Glenview Dr.	S Emerald Ln.

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

Full-depth and partial-depth PCC patching

2. That there is hereby appropriated the sum of seventeen thousand dollars

Dollars (\$17,000.00) 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, Jennifer Sorrell

Name of Clerk

City

Local Public Agency Type

Clerk in and for said City

Local Public Agency Type

of Carbondale

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

Governing Body Type

of Carbondale

Name of Local Public Agency

at a meeting held on

Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this

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



Agenda Item Details

Meeting: June 9, 2026 - City Council Meeting
Category: Consent Agenda
Subject: Award of Purchase of MFT Maintenance Materials for FY2027
Type: Action - Consent
Recommended Action: Conditionally award the purchase of MFT Maintenance Materials, pending IDOT's concurrence, to: Section 27-00000-01-GM Groups A, C, E, and F to Russell Forby Trucking of Makanda, IL, in the amount of \$29,456; further, award the purchase of Non-MFT Maintenance Materials to Russell Forby Trucking of Makanda, IL, for Groups B and D in the amount of \$33,900.
Goals: Goal 5: Provide high-quality City infrastructure.
Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Goal 1: Provide a high quality of life and foster a sense of community.
Originating Department: Public Works

Background: On April 28, 2026, the City Council approved Resolution No. 2026-R-4 authorizing \$527,060 of Motor Fuel Tax (MFT) funds for street maintenance for Fiscal Year 2027. This amount falls within the City's Motor Fuel Tax Operations and Maintenance budget (41013). The MFT maintenance materials included in this bid utilize only a portion of the previously approved funds. This bid also includes 2,000 tons of CA-10 and CA-11 rock to be used by the Water and Sewer Divisions. That use is ineligible for MFT funds and will be purchased through the Water and Sewer inventory account and charged to the respective Divisions. The bid specifications for the MFT Maintenance Materials were prepared, and the bid was advertised in the *Southern Illinoisan* on Saturday, May 16, 2026, and the IDOT Bulletin. Thirteen (13) bid packets were sent to the firms listed on the attached Certificate. Two (2) bids were received on June 2, 2026, from the firms shown on the attached Bid Tabulation. The low bids total \$29,456 (MFT only), which is under the budgeted estimate of \$29,500. The low bidders in the respective material groups are as follows:

Section 27-00000-01-GM

Group A - CA-10 Rock:	Russell Forby Trucking	\$9,984
Group C - CA-11 Rock:	Russell Forby Trucking	\$5,232
Group E- RR-4 Rock:	Russell Forby Trucking	\$6,696
Group F - CA-16 Rock:	Russell Forby Trucking	\$7,544

Additional Information:

Attachments:

1. 27-03 MFT Bid Tab 2026-06-09
2. 27-03 MFT Certificate 2026-06-09

Motion & Voting: Conditionally award the purchase of MFT Maintenance Materials, pending IDOT's concurrence, to: Section 27-00000-01-GM Groups A, C, E, and F to Russell Forby Trucking of Makanda, IL, in the amount of \$29,456; further, award the purchase of Non-MFT Maintenance Materials to Russell Forby Trucking of Makanda,

IL, for Groups B and D in the amount of \$33,900.

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

CARBONDALE
All Ways Open

DATE OF OPENING: June 2, 2026

Note:
This is a bid tab for proposals received June 2, 2026. Proposals will be reviewed by City Staff for acceptability.
Council approval is required for this contract.
The next City Council Meeting will be held at 7:00 p.m. on Tuesday, June 9, 2026.

**CERTIFICATE IN CONNECTION WITH PURCHASE OF SUPPLIES,
EQUIPMENT & MATERIALS IN EXCESS OF \$10,000.00**

(This certificate must be furnished to the City Manager in connection with each purchase.)

The undersigned hereby certifies:

1. That the supplies, equipment or materials sought to be purchased are as follows:

Bid No. 27-03

MFT Materials - Aggregate Stockpile

MFT Section 27-00000-01-GM

2. That specifications particularly and specifically describing same have been prepared, are complete in every detail, and a copy of same is attached.

3. That such supplies, equipment, or materials are needed in connection with:
maintenance of streets

4. That a notice calling for sealed bids are to be submitted on:

Tuesday, June 2, 2026 @ 10:30 am

has been prepared, is attached hereto, and that the date fixed therein for reception of bids is more than 7 days after the date of this Certificate.

5. That a copy of such notice calling for sealed bids and a copy of the specifications have been furnished either by mail or personally this day to firms or persons most likely to be interested in submitting bids and furnishing such supplies, as follows: (All persons advised about the requirements, either by mail, telephone, or personally must be listed here - three (3) or more competitors must be notified.)

Abell Construction Co. 11568 East Cypress Drive Carbondale, IL 62901 Phone: 618-985-8286 brittany.abell@yahoo.com	Anna Quarries P.O. Box 180 Anna, IL 62906 Phone: 618-646-5381 wpyatt@annaquarries.com	Samron Midwest PO Box 1555 Murphysboro, IL 62966 Phone: 618-687-3500 bnimmo@samron.com	Norman Fred Truck Service 1248 Enterprise Avenue Murphysboro, IL 62966 Phone: 618-684-5612 normanfredtruckservice@yahoo.com
Dorris Trucking 4949 State Highway 154 Sesser, IL 62884-2065 Phone: 618-625-57553 Nancy443@frountier.com	R.G. Burke Construction Co. P.O. Box 541 Murphysboro, IL 62966 Phone: 618-924-4208 rob@oilandchip.com	Illini Asphalt Corp. P.O. Box 310 Benton, IL 62812 Phone: 618-435-8106 mcook@illiniasphalt.com	Quad-County Ready Mix PO Box 158 Okawville, IL 62271-0158 Phone: 618-243-6430 quadrmix@midwest.net
So. Illinois Asphalt Co. P.O. Box 518 Marion, IL 62959 Phone: 618-998-1615 jmcphail@deltacos.com	Beelman Logistics LLC One Racehorse Drive East St. Louis, IL 62205 Phone: 618-646-5300 tammyl@beelman.com	Marathon Petroleum 200 E Forth Street St Elmo, IL 62458 Phone: 618-829-3288 jbdilley@marathonpetroleum.com	Sierra Bravo Contracting, LLC 7038 Highway 154 Sesser, IL 62884 Phone: 618-625-3456 dheath@sierrabravocontractors.com
Black Diamond Paving LLC 511 County Road 411 Oak Ridge, MO 63769 Phone: 573-266-0055 admin@pavingproslc.com	Russell Forby Trucking 78 Countryside Lane Makanda, IL 62958 Phone: 618-525-5757 russell4b@msn.com	Planhouses ePlan Dodge Data City Council	To be AWARDED on June 9, 2026 This is the 18th day of May, 2026 Name: _____ Christi Green Purchasing/Risk Mgmt Specialist



Agenda Item Details

Meeting: June 9, 2026 - City Council Meeting
Category: Consent Agenda
Subject: Award of Contract for Poplar, Cherry, and College Streets Rehabilitation and Overlays (CIP Project ST2501) to Samron Midwest Contracting Inc., of Murphysboro, Illinois in the Amount of \$1,987,302.02
Type: Action - Consent
Recommended Action: Award the Contract for Poplar, Cherry, and College Streets Rehabilitation and Overlays (CIP Project ST2501) to Samron Midwest Contracting Inc., of Murphysboro, Illinois in the Amount of \$1,987,302.02.
Goals: Goal 1: Provide a high quality of life and foster a sense of community.
Goal 5: Provide high-quality City infrastructure.
Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Originating Department: Public Works

Background: In the Fall of 2025, IDOT announced a Notice of Funding Opportunity (NOFO) for shovel-ready projects throughout the state. City staff had prepared three projects, Poplar Street, Cherry Street, and College Street, for other grant opportunities and submitted these three as possible projects. IDOT awarded this project a grant in the amount of \$1,989,063 for 100% of the construction of this project. Any additional funds will be the responsibility of the City. The projects were combined into one project and prepared for bid.

At the City Council meeting of April 14, 2026, a Resolution dedicating Motor Fuel Tax funds for the City's portion of the project was adopted.

This project will rehabilitate and resurface Poplar Street from Oak Street to Mill Street, Cherry Street from South Oakland Avenue to South Illinois Avenue, and College Street from South Forest Avenue to South Illinois Avenue. The pavement surfaces on these sections are in poor condition and are in need of rehabilitation. The rehabilitation will consist of ADA improvements, full-depth patching, and an asphalt overlay.

Bid Documents were prepared for the project and the bid was advertised in the *Southern Illinoisan* on Saturday, May 16, 2026. Bid invitations were sent to nine (9) contractors and six (6) plan houses as shown on the attached Certificate. Two (2) bids were received on June 2, 2026, as shown on the attached Bid Tabulation. The low bid was submitted by Samron Midwest Contracting Inc., of Murphysboro, Illinois. Staff recommends awarding the contract for the Poplar, Cherry, and College Streets CIP Project ST2501 to Samron Midwest Contracting Inc., of Murphysboro in the Amount of \$1,987,302.02.

Additional Information:

Attachments:

1. 27-02 Poplar, Cherry, & College St Rehab Bid Tab 2026-06-09
2. 27-02 Poplar, Cherry, & College Street Rehabs ST2501 Certificate 2026-06-09

Motion & Voting: Award the Contract for Poplar, Cherry, and College Streets Rehabilitation and Overlays (CIP

Project ST2501) to Samron Midwest Contracting Inc., of Murphysboro, Illinois in the Amount of \$1,987,302.02.

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

City of
CARBONDALE
Illinois



FOR: Poplar, Cherry, & College Street Rehabs
CIP ST2501 MFT Section 24-00162-00-RS

BID No. 27-02

DATE OF OPENING: June 2, 2026

				E.T Simonds Construction Co PO Box 2107 Carbondale, IL		Samron Midwest Contracting PO Box 1555 Murphysboro, IL					
Bid Bond				Yes		Yes					
Acceptable				Yes		Yes					
ITEM	BRIEF DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT
1	REM & DISP UNS MATL	CU YD	300	\$71.65	\$21,495.00	\$30.00	\$9,000.00				
2	AGG SUBGRADE IMPORVE	TON	600	\$73.22	\$43,932.00	\$30.00	\$18,000.00				
3	BIT MATLS TACK CT	POUND	15,456	0	0	0					
4	TEMPORARY RAMP	SQ YD	777	\$39.60	\$30,769.20	\$6.75	\$5,244.75				
5	HMA BC IL-9.5 FG N70	TON	1,195	\$133.33	\$159,329.35	\$152.00	\$181,640.00				
6	HMA SC IL-9.5 C N70	TON	2,390	\$107.47	\$256,853.30	\$123.00	\$293,970.00				
7	DETECTABLE WARNINGS	SQ FT	968	\$34.70	\$33,589.60	\$25.00	\$24,200.00				
8	PAVEMENT REM	SQ YD	13	\$96.96	\$1,260.48	\$25.00	\$325.00				
9	COMB CURB GUTTER REM	FOOT	2,351	\$17.34	\$40,766.34	\$15.00	\$35,265.00				
10	SIDEWALK REM	SQ FT	10,640	\$6.19	\$65,861.60	\$6.00	\$63,840.00				
11	CL C PATCH T1 6	SQ YD	38	\$585.98	\$22,267.24	\$180.00	\$6,840.00				
12	CL C PATCH T2 6	SQ YD	288	\$706.38	\$203,437.44	\$175.00	\$50,400.00				
13	CL C PATCH T3 6	SQ YD	111	\$554.10	\$61,505.10	\$170.00	\$18,870.00				
14	CL C PATCH T4 6	SQ YD	201	\$582.76	\$117,134.76	\$165.00	\$33,165.00				
15	CL C PATCH T2 8	SQ YD	15	\$838.71	\$12,580.65	\$235.00	\$3,525.00				
16	CL C PATCH T3 8	SQ YD	42	\$593.79	\$24,939.18	\$230.00	\$9,660.00				
17	CL C PATCH T4 8	SQYD	35	\$655.85	\$22,954.75	\$225.00	\$7,875.00				
18	CL d PATCH T1 8	SQ YD	4	\$190.00	\$760.00	\$205.00	\$820.00				
19	CL D PATCH T2 8	SQ YD	111	\$182.00	\$20,202.00	\$200.00	\$22,200.00				
20	CL D PATCH T3 8	SQ YD	184	\$177.00	\$32,568.00	\$195.00	\$35,880.00				
21	CL D PATCH T4 8	SQ YD	32	\$170.00	\$5,440.00	\$190.00	\$6,080.00				
22	MAN ADJUST	SQ YD	38	\$221.36	\$8,411.68	\$230.00	\$8,740.00				
Page 1 Total					\$1,186,057.67		\$835,539.75				

Note:

This is a bid tab for proposals received June 2, 2026. Proposals will be reviewed by City Staff for acceptability.

Council approval is required for this contract.

The next City Council Meeting will be held at 7:00 p.m. on Tuesday, June 9, 2026

City of
CARBONDALE
Illinois

FOR: Poplar, Cherry, & College Street Rehabs
CIP ST2501 MFT Section 24-00162-00-RS



BID No. 27-02

DATE OF OPENING: June 2, 2026

				E.T Simonds Construction Co PO Box 2107 Carbondale, IL		Samron Midwest Contracting PO Box 1555 Murphysboro, IL					
Bid Bond				Yes		Yes					
Acceptable				Yes		Yes					
ITEM	BRIEF DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT
23	INLETS ADJUST	EACH	20	\$605.97	\$12,119.40	\$300.00	\$6,000.00				
24	VALVE BOX FRAMES ADJ	EACH	29	\$496.47	\$14,397.63	\$125.00	\$3,625.00				
25	MOBILIZATION	L SUM	1	\$128,599.27	\$128,599.27	\$118,500.00	\$118,500.00				
26	SIGN PANEL T1	SQ FT	15	\$22.08	\$331.20	\$21.00	\$315.00				
27	REMOV SIGN PANEL T1	SQ FT	12	\$14.35	\$172.20	\$13.50	\$162.00				
28	RELOC SIN PAN ASSY TA	EACH	4	\$505.30	\$2,021.20	\$250.00	\$1,000.00				
29	PT PVT MK LTRS & SYMB	SQ FT	183	\$5.35	\$979.05	\$4.90	\$896.70				
30	PAINT PVT MK LINE 4	FOOT	8,220	\$0.54	\$4,438.80	\$0.49	\$4,027.80				
31	PAINT PVT MK LINE 6	FOOT	637	\$0.81	\$515.97	\$0.75	\$477.75				
32	PAINT PVT MK LINE 12	FOOT	264	\$1.62	\$427.68	\$1.48	\$390.72				
33	PAINT PVT MK LINE 24	FOOT	214	\$3.31	\$708.34	\$3.00	\$642.00				
34	LOCATE UNDERGR CABLE	FOOT	665	\$7.73	\$5,140.45	\$7.15	\$4,754.75				
35	UNDRGRD C PVC 1 1/2	FOOT	95	\$66.24	\$6,292.80	\$61.00	\$5,795.00				
36	UNDRGRD C PVC 4	FOOT	7	\$165.60	\$1,159.20	\$150.00	\$1,050.00				
37	HANDHOLE	EACH	1	\$4,636.72	\$4,636.72	\$4,225.00	\$4,225.00				
38	ELCBL C SIGNAL 14 2C	FOOT	1,822	\$4.64	\$8,454.08	\$4.25	\$7,743.50				
39	ELCBL C SIGNAL 14 5C	FOOT	1,947	\$5.95	\$11,584.65	\$5.50	\$10,708.50				
40	ELCBL C EGRDC 6 1C	FOOT	221	\$7.51	\$1,659.71	\$7.00	\$1,547.00				
41	PED PUSH-BUT POST T1	EACH	8	\$1,818.26	\$14,546.08	\$1,650.00	\$13,200.00				
42	DRILL EX FOUNDATION	EACH	2	\$1,766.37	\$3,532.74	\$1,625.00	\$3,250.00				
43	DRILL EX HANDHOLE	EACH	10	\$524.39	\$5,243.90	\$500.00	\$5,000.00				
44	PED SH P LED 1F BM CT	EACH	16	\$1,086.32	\$17,381.12	\$985.00	\$15,760.00				
Page 2 Total					\$244,342.19		\$209,070.72				

Note:

This is a bid tab for proposals received June 2, 2026. Proposals will be reviewed by City Staff for acceptability.

Council approval is required for this contract.

The next City Council Meeting will be held at 7:00 p.m. on Tuesday, June 9, 2025

City of
CARBONDALE
Illinois

FOR: Poplar, Cherry, & College Street Rehabs
CIP ST2501 MFT Section 24-00162-00-RS



BID No. 27-02

DATE OF OPENING: June 2, 2026

				E.T Simonds Construction Co PO Box 2107 Carbondale, IL		Samron Midwest Contracting PO Box 1555 Murphysboro, IL					
Bid Bond				Yes		Yes					
Acceptable				Yes		Yes					
ITEM	BRIEF DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT
45	DET LOOP T1	FOOT	901	\$34.22	\$30,832.22	\$32.00	\$28,832.00				
46	MOD EX CONTR	EACH	2	\$2,088.73	\$4,177.46	\$1,900.00	\$3,800.00				
47	REM ELCBL FR CON	FOOT	2,987	\$2.77	\$8,273.99	\$2.55	\$7,616.85				
48	REMOV EX TS EQUIP	EACH	2	\$2,726.83	\$5,453.66	\$2,500.00	\$5,000.00				
49	REMOV EX CONC FDN	EACH	1	\$2,181.46	\$2,181.46	\$2,000.00	\$2,000.00				
50	CONSTRUCTION LAYOUT	L SUM	1	\$28,986.54	\$28,986.54	\$50,000.00	\$50,000.00				
51	REM EX PED PUSH BUTTN	EACH	7	\$717.59	\$5,023.13	\$675.00	\$4,725.00				
52	PC CONC SIDEWALK 4 SP	SQ FT	12,940	\$36.73	\$475,286.20	\$37.00	\$478,780.00				
53	HMA SURF REM VAR DP	SQ YD	27,713	\$6.09	\$168,772.17	\$3.75	\$103,923.75				
54	RETAINING WALL REMOV	FOOT	10	\$100.22	\$1,002.20	\$100.00	\$1,000.00				
55	DOWNSPOUT ADJUSTMENT	EACH	8	\$349.70	\$2,797.60	\$125.00	\$1,000.00				
56	COMB CC&G TB6.24 SPL	FOOT	184	\$169.79	\$31,241.36	\$23.00	\$4,232.00				
57	COMB CC&G TB6.12 SPL	FOOT	2,174	\$103.14	\$224,226.36	\$27.00	\$58,698.00				
58	TRAF CONT & PROT SPL	L SUM	1	\$177,054.07	\$177,054.07	\$148,000.00	\$148,000.00				
59	PAINT PVT MARK CURB	FOOT	919	\$2.21	\$2,030.99	\$2.05	\$1,883.95				
60	ACCESSIBLE PED SIGNAL	EACH	16	\$2,193.61	\$35,097.76	\$2,000.00	\$32,000.00				
61	REMEX PED SIG HEAD	EACH	16	\$761.75	\$12,188.00	\$700.00	\$11,200.00				
Page 3 Total					\$1,214,625.17		\$942,691.55				
TOTAL BID					\$2,645,025.03		\$1,987,302.02				

Note:

This is a bid tab for proposals received June 2, 2026. Proposals will be reviewed by City Staff for acceptability.

Council approval is required for this contract.

The next City Council Meeting will be held at 7:00 p.m. on Tuesday, June 9, 2025

**CERTIFICATE IN CONNECTION WITH PURCHASE OF SUPPLIES,
EQUIPMENT & MATERIALS IN EXCESS OF \$10,000.00**

(This certificate must be furnished to the City Manager in connection with each purchase.)

The undersigned hereby certifies:

1. That the supplies, equipment or materials sought to be purchased are as follows:
BID NO.: 27-02
PROJECT NAME: Poplar, Cherry, & College Street Rehabs CIP ST2501
2. That specifications particularly and specifically describing same have been prepared, are complete in every detail, and a copy of same is attached.
3. That such supplies, equipment, or materials are needed in connection with:
Poplar, Cherry, & College Street Rehabs
4. That a notice calling for sealed bids are to be submitted on:
Bid Opening: June 2, 2026 at 10:00 a.m.
has been prepared, is attached hereto, and that the date fixed therein for reception of bids is more than 7 days after the date of this Certificate.
5. That a copy of such notice calling for sealed bids and a copy of the specifications have been furnished either by mail or personally this day to firms or persons most likely to be interested in submitting bids and furnishing such supplies, as follows:
(All persons advised about the requirements, either by mail, telephone, or personally must be listed here - three (3) or more competitors must be notified.)

Samron Midwest Contracting
1510 N 7th Street
Murphysboro, IL 62966
Phone: 618-687-5500
info@samron.com

Fager-McGee Comm. Const.
PO Box 1239
Murphysboro, IL 62966
Phone: 618-687-3900
bids@fager-mcgee.com

E.T. Simonds Construction
PO Box 2107
Carbondale, IL 62902
Phone: 618-457-8191
cwilce@etsimonds.com

Sierra Bravo Contracting, LLC
7038 Highway 154
Sesser, IL 62884
Phone: 618-625-3456
dheath@sierrabravocontractors.com

Evrard Construction
1703 East DeYoung
Marion, IL 62959
Phone: 618-997-8997
blaine@evard.com

Roadworks, LLC
12068 Old Frankfort Road
Marion, IL 62595
Phone: 618-922-8515
brandon@roadworksllc.com

Pinoy Construction, Inc.
420 N Mill Street
Harrisburg, IL 62946
Phone: 618-252-0375
bossmanteston@gmail.com

May Excavating, Inc.
PO Box 504
Carterville, IL 62916
Phone: 618-521-3125
josh@mayexcavating.com

Piney Creek Construction
2310 Rock Crusher Road
Ava, IL 62907
Phone: 618-443-8333
pineycreekcandr@gmail.com

PLANHOUSES

SIBA

Dodge Data & Analytics

ePlan

Prime Vendor Inc.

ConstructConnect

Deltek

TO BE AWARDED ON June 9, 2026

This is the 11th day of May, 2026

Name: _____

Christi Green

Purchasing/Risk Mgt Specialist



Agenda Item Details

Meeting:	June 9, 2026 - City Council Meeting
Category:	Consent Agenda
Subject:	Resolution to Approve a Continuous Encroachment Permit of the Public Alleyway at 200 West Elm Street to Sai Krishna LLC
Type:	Action - Consent
Recommended Action:	Approve a Resolution granting an encroachment permit for the public alleyway at 200 West Elm Street with the condition that the poles be installed as close to the building as possible and maintained with retroreflective material for nighttime visibility.
Goals:	Goal 4: Encourage responsible and progressive economic development/tourism/arts and entertainment.
Originating Department:	Community Development

Background: Sai Krishna, LLC, owner of the Home 2 Suites Hotel at 200 West Elm Street, has submitted an encroachment permit application for the public alleyway on the north side of the hotel. The property owners have been expanding their parking lot to the north of the hotel, with the alley serving as the primary ingress/egress for guests. The encroachment permit would allow the property owners to install poles on the north side of the hotel within the alley to protect the hotel from incurring damage from passing vehicles. If granted, the property owners would install four poles. Attached for City Council consideration are the following:

The Encroachment Permit Application

- Map of the proposed encroachment area where poles will be installed
- Certificates of Liability Insurance and Commercial Property Insurance
- A Resolution approving the encroachment permit

Staff have reviewed the application and recommend approval of the encroachment permit with the condition that the poles shall be installed as close to the building as possible and maintained with retroreflective material for nighttime visibility.

Additional Information:

Attachments:

1. ENCR 27-01 Encroachment Permit Application - 200 W. Elm St
2. Map of Proposed Encroachment Area
3. Certificates of Liability and Commercial Business Insurance
4. Resolution Approving Encroachment Permit to Sai Krishna, LLC at 200 West Elm Street

Motion & Voting: Approve a Resolution granting an encroachment permit for the public alleyway at 200 West Elm Street with the condition that the poles be installed as close to the building as possible and maintained with retroreflective material for nighttime visibility.

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None



City of Carbondale
Planning Services Division
200 S. Illinois Avenue
P.O. Box 2047
Carbondale, IL 62901
618-457-3248

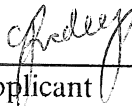
ENCROACHMENT PERMIT APPLICATION

1. Applicant's name, and if corporation, name and address of registered agent:
Sai Krishna LLC
PRADHEER REDDY: 611 Deerlake Dr W, Carbondale
IL-62901
2. Address where correspondence should be sent:
611 Deerlake Dr W
Carbondale IL 62901
3. Name of Contact Person: PRADHEER REDDY
4. Business Telephone Number: (618) 889-5954
5. Home Telephone Number: (618) 889-5954
6. Location of Encroachment: 200 W. Elm Street / Alleyway
7. Nature of the Encroachment (banner, fence, canopies, sidewalk sale, etc.): - See attached map for poles
- Alleyway
8. Proposed duration of the Encroachment: Total Days: Permanent
Beginning Date: _____ Ending Date: _____
9. Liability Insurance:
 - a. Insurer (name, address, telephone) _____
 - b. Policy (number, amount, date) # _____
\$ _____ Date: _____
10. Please attach a copy of a certificate of insurance indicating coverage for any damage

which may be caused by the encroachment. **The City of Carbondale shall be shown as an additional insured.**

11. Please submit a \$100 application fee for a Continuous Encroachment Permit, \$50 for a non-residential business temporary encroachment or a \$10 application fee for a Temporary Encroachment Permit. Checks should be made payable to City of Carbondale.
12. Please attach a detailed map of the location of the proposed encroachment.
13. Please attach a detailed diagram of the encroachment and include the following:
 - a. method of construction;*
 - b. materials to be used;*
 - c. exact dimensions; and*
 - d. explanations of utility requirements and locations*

I, the undersigned, have read and understand the above application. I assert that my responses to the questions posed are true and complete to the best of my knowledge. I fully understand that failure to respond completely and/or honestly shall be grounds for the denial of this application.



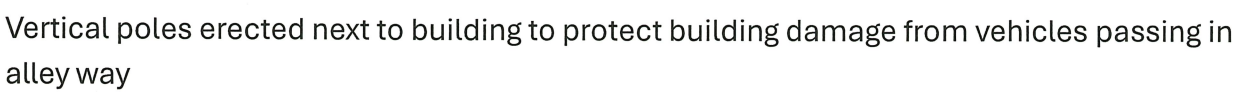
Applicant

5/15/26

Date

Required Attachments

- | | |
|--------------------------|--|
| ☐ | Certificate of Insurance |
| ☐ | Application Fee (\$100 - Continuous Encroachments, \$50 - Non-Residential Business Temporary Encroachment, \$10 - Other Temporary Encroachments) |
| ☐ | Map of Location of the Proposed Encroachment |
| ☐ | Detailed Drawing of Encroachment (with dimensions) |



Vertical poles erected next to building to protect building damage from vehicles passing in alley way



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Slade & Collins Insurance Agency PO Box # 24830 Lexington, KY 40524	CONTACT NAME: Tami Harned	
	PHONE (A/C, No, Ext): 859-219-1121	FAX (A/C, No):
	E-MAIL ADDRESS: Tami@sladeandcollins.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Erie Insurance	NAIC # 26263
	INSURER B : Hartford Insurance	19682
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☐ PRO-JECT ☒ LOC OTHER:	Y	Q61-0619745	11/10/2025	11/10/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY ☒ SCHEDULED AUTOS NON-OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☒	Y	Q61-0619745	11/10/2025	11/10/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION \$ 0	Y	Q35-1070596	11/10/2025	11/10/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	33WECBX4HDC	11/10/2025	11/10/2026	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Employment Practice Liability		Q61-0619745	11/10/2025	11/10/2026	1,000,000
A	Cyber Liability		Q61-0619745	11/10/2025	11/10/2026	1,000,000
A	Liquor Liability		Q61-0619745	11/10/2025	11/10/2026	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is Additional Insured.

CERTIFICATE HOLDER Email: hilton@mailgun.bcsertus.com Hilton Worldwide Holdings Inc 7930 Jones Branch Drive Mc Lean, VA 22102	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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EVIDENCE OF COMMERCIAL PROPERTY INSURANCE

DATE (MM/DD/YYYY)
11/10/2025

THIS EVIDENCE OF COMMERCIAL PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

PRODUCER NAME, CONTACT PERSON AND ADDRESS Slade & Collins Insurance Agency PO Box # 24830 Lexington, KY 40524		PHONE (A/C, No, Ext):	COMPANY NAME AND ADDRESS Erie Insurance		NAIC NO: 26263
FAX (A/C, No):	E-MAIL ADDRESS: Tami@sladeandcollins.com		IF MULTIPLE COMPANIES, COMPLETE SEPARATE FORM FOR EACH		
CODE:	SUB CODE:		POLICY TYPE Commercial Package		
AGENCY CUSTOMER ID #: SA251030151036223			LOAN NUMBER		POLICY NUMBER
NAMED INSURED AND ADDRESS Sai Krishna, LLC DBA Home 2 Suites by Hilton Carbondale 200 West Elm St Carbondale, IL 62901			EFFECTIVE DATE 11/10/2025	EXPIRATION DATE 11/10/2026	☐ CONTINUED UNTIL TERMINATED IF CHECKED
ADDITIONAL NAMED INSURED(S)			THIS REPLACES PRIOR EVIDENCE DATED:		

PROPERTY INFORMATION (Use REMARKS on page 2, if more space is required) ☒ BUILDING OR ☒ BUSINESS PERSONAL PROPERTY

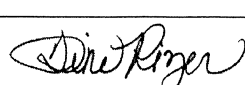
LOCATION / DESCRIPTION 1 200 West Elm St Carbondale, IL 62901
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

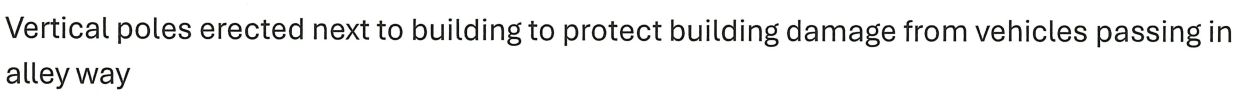
COVERAGE INFORMATION		PERILS INSURED	BASIC	BROAD	☒ SPECIAL	
COMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE: \$ 11,000,000		DED: 10,000				
	YES	NO	N/A			
☒ BUSINESS INCOME ☐ RENTAL VALUE	☒			If YES, LIMIT:	☒ Actual Loss Sustained; # of months:	12
BLANKET COVERAGE				If YES, indicate value(s) reported on property identified above: \$		
TERRORISM COVERAGE	☒			Attach Disclosure Notice / DEC		
IS THERE A TERRORISM-SPECIFIC EXCLUSION?						
IS DOMESTIC TERRORISM EXCLUDED?						
LIMITED FUNGUS COVERAGE				If YES, LIMIT:	DED:	
FUNGUS EXCLUSION (If "YES", specify organization's form used)						
REPLACEMENT COST	☒					
AGREED VALUE						
COINSURANCE	☒			If YES, 100 %		
EQUIPMENT BREAKDOWN (If Applicable)	☒			If YES, LIMIT: 9,000,000	DED: 10,000.00	
ORDINANCE OR LAW - Coverage for loss to undamaged portion of bldg				If YES, LIMIT:	DED:	
- Demolition Costs				If YES, LIMIT:	DED:	
- Incr. Cost of Construction				If YES, LIMIT:	DED:	
EARTH MOVEMENT (If Applicable)	☒			If YES, LIMIT: 9,000,000	DED: .10	
FLOOD (If Applicable)				If YES, LIMIT:	DED:	
WIND / HAIL INCL ☒ YES ☐ NO Subject to Different Provisions:	☒			If YES, LIMIT: 11,000,000	DED: 10,000.00	
NAMED STORM INCL ☐ YES ☐ NO Subject to Different Provisions:				If YES, LIMIT:	DED:	
PERMISSION TO WAIVE SUBROGATION IN FAVOR OF MORTGAGE HOLDER PRIOR TO LOSS						

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

☒ MORTGAGEE	CONTRACT OF SALE	LENDER SERVICING AGENT NAME AND ADDRESS
☐ LENDERS LOSS PAYABLE		
NAME AND ADDRESS Bank of Herrin PO Box 428 Marion, IL 629590428		AUTHORIZED REPRESENTATIVE 



Vertical poles erected next to building to protect building damage from vehicles passing in alley way



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Slade & Collins Insurance Agency PO Box # 24830 Lexington, KY 40524	CONTACT NAME: Tami Harned	
	PHONE (A/C, No, Ext): 859-219-1121	FAX (A/C, No):
	E-MAIL ADDRESS: Tami@sladeandcollins.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Erie Insurance	NAIC # 26263
INSURED Sai Krishna, LLC DBA Home 2 Suites by Hilton Carbondale 200 West Elm St Carbondale, IL 62901	INSURER B : Hartford Insurance	19682
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC OTHER:	Y	Q61-0619745	11/10/2025	11/10/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO ☒ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS NON-OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY	Y	Q61-0619745	11/10/2025	11/10/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$ 0	Y	Q35-1070596	11/10/2025	11/10/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	33WECBX4HDC	11/10/2025	11/10/2026	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Employment Practice Liability		Q61-0619745	11/10/2025	11/10/2026	1,000,000
A	Cyber Liability		Q61-0619745	11/10/2025	11/10/2026	1,000,000
A	Liquor Liability		Q61-0619745	11/10/2025	11/10/2026	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is Additional Insured.

CERTIFICATE HOLDER

CANCELLATION

Email: hilton@mailgun.bcsertus.com Hilton Worldwide Holdings Inc 7930 Jones Branch Drive Mc Lean, VA 22102	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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EVIDENCE OF COMMERCIAL PROPERTY INSURANCE

DATE (MM/DD/YYYY)
11/10/2025

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PRODUCER NAME, CONTACT PERSON AND ADDRESS Slade & Collins Insurance Agency PO Box # 24830 Lexington, KY 40524		PHONE (A/C, No, Ext):	COMPANY NAME AND ADDRESS Erie Insurance		NAIC NO: 26263
FAX (A/C, No):	E-MAIL ADDRESS: Tami@sladeandcollins.com		IF MULTIPLE COMPANIES, COMPLETE SEPARATE FORM FOR EACH		
CODE:	SUB CODE:		POLICY TYPE Commercial Package		
AGENCY CUSTOMER ID #: SA251030151036223			LOAN NUMBER		POLICY NUMBER
NAMED INSURED AND ADDRESS Sai Krishna, LLC DBA Home 2 Suites by Hilton Carbondale 200 West Elm St Carbondale, IL 62901			EFFECTIVE DATE 11/10/2025	EXPIRATION DATE 11/10/2026	☐ CONTINUED UNTIL TERMINATED IF CHECKED
ADDITIONAL NAMED INSURED(S)			THIS REPLACES PRIOR EVIDENCE DATED:		

PROPERTY INFORMATION (Use REMARKS on page 2, if more space is required) ☒ BUILDING OR ☒ BUSINESS PERSONAL PROPERTY

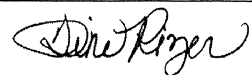
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COVERAGE INFORMATION		PERILS INSURED	BASIC	BROAD	☒ SPECIAL	
COMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE: \$ 11,000,000				DED: 10,000		
	YES	NO	N/A			
☒ BUSINESS INCOME ☐ RENTAL VALUE	☒			If YES, LIMIT:	☒ Actual Loss Sustained; # of months: 12	
BLANKET COVERAGE				If YES, indicate value(s) reported on property identified above: \$		
TERRORISM COVERAGE	☒			Attach Disclosure Notice / DEC		
IS THERE A TERRORISM-SPECIFIC EXCLUSION?						
IS DOMESTIC TERRORISM EXCLUDED?						
LIMITED FUNGUS COVERAGE				If YES, LIMIT:	DED:	
FUNGUS EXCLUSION (If "YES", specify organization's form used)						
REPLACEMENT COST	☒					
AGREED VALUE						
COINSURANCE	☒			If YES, 100 %		
EQUIPMENT BREAKDOWN (If Applicable)	☒			If YES, LIMIT: 9,000,000	DED: 10,000.00	
ORDINANCE OR LAW - Coverage for loss to undamaged portion of bldg				If YES, LIMIT:	DED:	
- Demolition Costs				If YES, LIMIT:	DED:	
- Incr. Cost of Construction				If YES, LIMIT:	DED:	
EARTH MOVEMENT (If Applicable)	☒			If YES, LIMIT: 9,000,000	DED: .10	
FLOOD (If Applicable)				If YES, LIMIT:	DED:	
WIND / HAIL INCL ☒ YES ☐ NO Subject to Different Provisions:	☒			If YES, LIMIT: 11,000,000	DED: 10,000.00	
NAMED STORM INCL ☐ YES ☐ NO Subject to Different Provisions:				If YES, LIMIT:	DED:	
PERMISSION TO WAIVE SUBROGATION IN FAVOR OF MORTGAGE HOLDER PRIOR TO LOSS						

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

☒ MORTGAGEE	CONTRACT OF SALE	LENDER SERVICING AGENT NAME AND ADDRESS
☐ LENDERS LOSS PAYABLE		
NAME AND ADDRESS Bank of Herrin PO Box 428 Marion, IL 629590428		AUTHORIZED REPRESENTATIVE 

RESOLUTION NO. 2026-R-_____

**A RESOLUTION APPROVING A CONTINUOUS ENCROACHMENT PERMIT ON A
PUBLIC ALLEYWAY TO SAI KRISHNA LLC, OWNER OF THE HOME 2 SUITES
HOTEL AT 200 WEST ELM STREET
(200 West Elm Street/ PIN: 15-21-253-022)**

WHEREAS, the City of Carbondale, Illinois, is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and,

WHEREAS, Section 17-1-5.A. of the Carbondale Revised Code of the City of Carbondale, Illinois, states that a person or group may be granted the privilege of encroaching upon an public right-of-way following the issuance of an Encroachment Permit; and,

WHEREAS, an Encroachment Permit is only a license to use the property in question, it is neither an easement nor a conveyance of real property and may be revoked by the City at any time for any reason; and,

WHEREAS, an application for a continuous encroachment along a public alleyway owned by the City to the north of the Home 2 Suites Hotel at 200 West Elm Street, in order to install four poles next to the building to prevent building damage from passing vehicles was submitted by Sai Krishna, LLC; and,

WHEREAS, the application and plans, ENCR 27-01, were reviewed by City staff and have tentatively been approved with the following conditions pending City Council review:

1. The poles shall be installed as close to the building as possible and maintained with retroreflective material for nighttime visibility.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARBONDALE, ILLINOIS, AS FOLLOWS:

SECTION ONE. That the City Council has determined that the encroachment will not be detrimental to the public health, safety, or general welfare

SECTION TWO. That the application for ENCR 27-01 has been reviewed by City Council and is hereby approved, and the City Manager or his designee is authorized to issue an encroachment permit pursuant to application ENCR 27-01.

SECTION THREE. That the Encroachment Permit known as ENCR 27-01 along with full construction documents, shall be kept on file in the Planning Services Division and the approved permit and plant shall be binding upon the applicants, their successors and assigns, and shall limit and control the construction, location, and use of all land and structures.

SECTION FOUR. That this Resolution shall be spread at length upon the minutes records of the City Council of the City of Carbondale, Illinois.

This Resolution was adopted at a regular meeting of the City Council of the City of Carbondale on the 9th day of June, 2026.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk



Agenda Item Details

Meeting:	June 9, 2026 - City Council Meeting
Category:	Consent Agenda
Subject:	Ordinance Authorizing a Budget Adjustment to the Police Department's FY2027 Budget in the Amount of \$75,957.00 from the Illinois Law Enforcement Training Standards Board Recruitment and Retention Grant
Type:	Action - Consent
Recommended Action:	Adopt an Ordinance Approving a Budget Adjustment to the Police Department's FY2027 Budget in the amount of \$75,957.00 from the Illinois Law Enforcement Training Standards Board Recruitment and Retention Grant.
Goals:	Goal 1: Provide a high quality of life and foster a sense of community. Goal 2: Establish programs/processes/networks to include diversity/inclusion/equity and justice. Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Originating Department:	Police

Background: In 2024, the Carbondale Police Department was awarded a grant by the Illinois Law Enforcement Training and Standards Board for police officer recruitment and retention. The Illinois Law Enforcement Training and Standards Board directed that the grant funds may be used to support media campaigns to reach eligible candidates, increase interest in law enforcement, increase hiring in underserved areas, and provide retention contracts for long-serving and new officers.

The allocated portions of this grant for retention contracts have been exhausted in previous budgetary cycles. The remaining grant funding must be used for recruiting and has been designated for use through a multimedia marketing campaign in partnership with the Historically Black Universities and Colleges network and other regional media markets. These funds will ensure a continued media recruiting presence throughout the regions and the nation over the next two years.

Recommended Action: Adopt an Ordinance Authorizing a Budget Adjustment to Increase the Police Department Budget by \$75,957.00 for the use of the Illinois Law Enforcement Training and Standards Board Recruitment and Retention Grant funds.

Additional Information:

Attachments:

1. Ordinance Authorizing a Budget Adjustment to the Police Department's FY27 Budget for the ILETSB Grant 2026-06-09
2. Exhibit A - Budget Adjustment Recruit and Retain - Police 2026-06-09

Motion & Voting: Adopt an Ordinance Approving a Budget Adjustment to the Police Department's FY2027 Budget in the amount of \$75,957.00 from the Illinois Law Enforcement Training Standards Board Recruitment and Retention Grant.

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

CITY OF CARBONDALE, ILLINOIS

ORDINANCE NO. 2026- ____

**AN ORDINANCE APPROVING A BUDGET ADJUSTMENT TO THE FY2027 POLICE
DEPARTMENT BUDGET IN THE AMOUNT OF \$75,957.00**

**ADOPTED BY THE CITY COUNCIL
OF THE CITY OF CARBONDALE, ILLINOIS**

THE 9TH DAY OF JUNE, 2026.

**Published in pamphlet form by the authority of the City Council of the City of Carbondale,
Jackson County, Illinois, this 10th day of June 2026.**

CERTIFICATE OF PUBLICATION

**I, Jennifer R. Sorrell, the duly qualified City Clerk of the City of Carbondale, Illinois,
and the official custodian of the records of said City, do hereby certify that this ordinance
was published in pamphlet form by the authority of the City Council on the 10th day of June,
2026.**

Jennifer R. Sorrell, City Clerk

ORDINANCE NO. 2026-____

**AN ORDINANCE APPROVING A BUDGET ADJUSTMENT TO THE FY2027 POLICE
DEPARTMENT BUDGET IN THE AMOUNT OF \$75,957.00**

WHEREAS, the City of Carbondale, Illinois, is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, pursuant to Article VII, Section 6(a), of the Illinois Constitution, 1970, the City of Carbondale may exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to regulate for the protection of the public health, safety, morals, and welfare; and

WHEREAS, in 2024, the Carbondale Police Department was awarded a grant from the Illinois Law Enforcement Training and Standards Board for police officer recruitment and retention; and

WHEREAS, the Illinois Law Enforcement Training and Standards Board directed that the grant funds may be used to support media campaigns to reach eligible candidates, increase interest in law enforcement careers, increase hiring in underserved areas, and provide retention contracts for long-serving and new officers; and

WHEREAS, the allocated portions of this grant for retention contracts have been exhausted in previous budgetary cycles; and

WHEREAS, it is required that the remaining grant funding be used for recruiting and has been designated for use through a multimedia marketing campaign in partnership with the Historically Black Universities and Colleges network and other regional media markets; and

WHEREAS, these funds will ensure a continued media recruiting presence throughout the regions and the nation over the next two years; and

WHEREAS, the City Council of the City of Carbondale finds it in the best interest of the City of Carbondale to increase the Police Department's FY2027 budget in the amount of Seventy-Five Thousand Nine Hundred Fifty-Seven Dollars (\$75,957.00) in accordance with Exhibit "A", attached hereto and incorporated herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CARBONDALE AS FOLLOWS:

SECTION 1. That the City Council deems it in the best interest of the citizens of Carbondale to increase the Police Department's FY2027 budget in the amount of Seventy-Five Thousand Nine Hundred Fifty-Seven Dollars (\$75,957.00) in accordance with Exhibit "A", attached hereto and incorporated herein.

SECTION 2. That the FY2027 budget is hereby adjusted in accordance with the expenditures as shown in Exhibit A, and such funds are hereby appropriated in accordance with law for the purposes of this Ordinance.

SECTION 3. That the City Manager of the City of Carbondale is hereby authorized to and shall take any and all reasonable, necessary and proper action to carry out the intent and purposes of this Ordinance.

SECTION 4. That the Finance Director is hereby authorized to transfer funds into the FY2027 Budget in accordance with this Ordinance, in the amount of Seventy-Five Thousand Nine Hundred Fifty-Seven Dollars (\$75,957.00) as shown in Exhibit "A", and to disperse the funds from the FY2027 Budget for the expenditures as indicated in Exhibit A.

SECTION 5. That all ordinances and parts thereof in conflict herewith are expressly repealed and are of no other force and effect.

SECTION 6. That repeal of any ordinance by this Ordinance shall not affect any rights accrued or liability incurred under said repealed ordinance to the effective date hereof. The provisions of this Ordinance insofar as they are the same or substantially the same as those of any prior ordinance, shall be construed as a continuation of said prior ordinances.

SECTION 7. That it is the intention of the City Council of the City of Carbondale that this Ordinance and every provision thereof shall be considered separable, and the invalidity of any section, clause, or provision of this Ordinance shall not affect the validity of any other portion of this Ordinance.

SECTION 8. That the City Council of the City of Carbondale finds that the subject matter of this Ordinance pertains to the government and affairs of the City of Carbondale and is passed pursuant to authorities granted it by State statutes and the Home Rule powers of the City of Carbondale pursuant to the provisions of Article VII, Section 6(a) of the Illinois Constitution.

SECTION 9. That this Ordinance shall take effect upon its passage, approval, recording, and publication in pamphlet form in accordance with law.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk



Agenda Item Details

Meeting:	June 9, 2026 - City Council Meeting
Category:	Consent Agenda
Subject:	An Ordinance Declaring City-Owned Real Property as Surplus and Authorizing the Mayor to Execute a Quit-Claim Deed to A. Davis for Parcel Number 15-16-482-052
Type:	Action
Recommended Action:	Adopt an Ordinance declaring parcel number 15-16-482-052 as surplus and authorize the Mayor to execute a quit-claim deed to A.Davis.
Goals:	Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Originating Department:	City Attorney

Background: A public hearing was held earlier in this meeting for the transfer of parcel 15-16-482-052 to A. Davis.

On February 22, 2022, the City Council held a Public Hearing and later adopted a Resolution to sell a parcel adjacent to Carlton Smith's primary residence, which he had maintained for many years. Following that Council meeting, Mr. Smith became very ill and was unable to complete the transaction before his passing and the City continued to retain ownership of the parcel. Since his passing, his decedents have since sold his primary residence adjacent to the parcel in question to A. Davis. His family is requesting that the City sell this parcel that was intended to be sold to Mr. Smith to A. Davis to complete the conveyance as intended.

A notice of the proposed land sale must be published at least 7 days, but not longer than 30 days, prior to a public hearing before the City Council. The notice was published in the Southern Illinoisan on the 30th of May, 2026.

Staff recommends the City Council declare the above-listed parcel that is owned by the City as surplus and authorize the Mayor to execute a quit-claim deed to A. Davis.

Additional Information:

Attachments:

1. An Ordinance Declaring Parcel 15-16-482-052 as Surplus and Authorizing the Mayor to Execute a Quit-Claim Deed 2026-06-09
2. Quitclaim Deed A.Davis

Motion & Voting: Adopt an Ordinance declaring parcel number 15-16-482-052 as surplus and authorize the Mayor to execute a quit-claim deed to A.Davis.

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

CITY OF CARBONDALE, ILLINOIS

ORDINANCE NO. 2026- ____

AN ORDINANCE DECLARING PROPERTY IDENTIFIED AS PARCEL NUMBER 15-16-482-052 AS SURPLUS AND AUTHORIZING THE MAYOR TO EXECUTE A QUIT-CLAIM DEED TO A. DAVIS

**ADOPTED BY THE CITY COUNCIL
OF THE CITY OF CARBONDALE, ILLINOIS**

THE 9TH DAY OF JUNE, 2026

**Published in pamphlet form by authority of the City Council of the City of Carbondale,
Jackson County, Illinois, this 10th day of June, 2026.**

CERTIFICATE OF PUBLICATION

I, Jennifer R. Sorrell, the duly qualified City Clerk of the City of Carbondale, Illinois, and the official custodian of the records of said City, do hereby certify that this ordinance was published in pamphlet form by authority of the City Council on the 10th day of June 2026.

Jennifer R. Sorrell, City Clerk

ORDINANCE NO. 2026-_____

AN ORDINANCE DECLARING PROPERTY IDENTIFIED AS PARCEL NUMBER 15-16-482-052 AS SURPLUS AND AUTHORIZING THE MAYOR TO EXECUTE A QUIT-CLAIM DEED TO A. DAVIS

WHEREAS, the City of Carbondale, Illinois, is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, pursuant to Article VII, Section 6(a) of the Illinois Constitution, 1970, the City of Carbondale may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public, health, safety, morals and welfare; and

WHEREAS, on February 22, 2022, the City Council held a Public Hearing and later adopted a Resolution to sell a parcel adjacent to Carlton Smith's primary residence, which he maintained for many years; and

WHEREAS, in 1990, the City of Carbondale sold the property immediately adjacent to this parcel to Mr. Smith.; and

WHEREAS, following that meeting, Mr. Smith became very ill and was unable to complete the transaction before his passing, and the City continued to retain ownership of the parcel; and

WHEREAS, a notice of the proposed land was published in the Southern Illinoisan on the 30th of May, 2026; and

WHEREAS, the Carbondale City Council finds it in the best interest of the City of Carbondale to declare the following real property owned by the City of Carbondale and identified by the following Parcel Index Number 16-482-052 as surplus and to authorize the Mayor to execute a quit-claim deed to A. Davis.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CARBONDALE AS FOLLOWS:

SECTION ONE. That the City Council deems it in the best interest of the City of Carbondale to declare the following real property owned by the City of Carbondale and identified by the following Parcel Index Number 16-482-052 as surplus and to authorize the Mayor to execute a quit-claim deed to A. Davis.

SECTION TWO. That the Mayor and the City Clerk of the City of Carbondale be and are hereby authorized to sign and attest a Quitclaim Deed to A. Davis for the transfer of real property identified as 15-16-482-052 within the City of Carbondale, Illinois.

SECTION THREE. That the City Manager and Staff are hereby authorized to take any and all necessary, reasonable, and proper actions to carry out the intent and purpose of this Resolution.

SECTION FOUR. That City Council finds that the property identified as 15-16-482-052 is hereby declared surplus.

SECTION FIVE. That it is the intention of the City Council of the City of Carbondale that this Ordinance and every provision thereof shall be considered separable and the invalidity of any section, clause, or provision of this Ordinance shall not affect the validity of any other portion of this Ordinance.

SECTION SIX. That the City Council of the City of Carbondale finds that the subject matter of this Ordinance pertains to the government and affairs of the City of Carbondale and is passed pursuant to authorities granted it by State statutes and the Home Rule powers of the City of Carbondale pursuant to the provisions of Article VII, Section 6(a) of the Illinois Constitution.

SECTION SEVEN. That this Ordinance shall take effect upon its passage, approval, recording, and publication in pamphlet form in accordance with law.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk

QUITCLAIM DEED

THIS INDENTURE WITNESSETH,
that the Grantor, the City of Carbondale,
Illinois, an Illinois Municipal Corporation
with its principal office at 200 South Illinois
Avenue, Carbondale, Illinois 62902, for and
in consideration of TEN AND 00/100
DOLLARS (\$10.00) and other good and
valuable consideration, the receipt of which
is hereby acknowledged, and pursuant to
authority given by the City Council of the
City of Carbondale, CONVEYS and QUIT
CLAIMS to Grantee, A.Davis with a
primary address of 401 N. Robert A Stalls
Ave., Carbondale, Illinois, 62903, the
following described real estate, to-wit:

General Description

West 25' of the North 90' of the South 140' & North 10' of South 150' of Out Lot
89

Situated in the County of Jackson and State of Illinois

PIN # 15-16-482-052

Grantor reserves unto grantor, grantor's successors, heirs or assigns, as an appurtenance to the land described below shall have, reserves as hereinafter described, a Permanent Easement to construct, maintain, repair and utilize roadway right-of-way, water lines, sanitary sewers, storm sewers, ditches, creeks/drainage ways, bridges/box culverts, and other such municipal assets together with all appurtenances and connections. The City shall have the right to excavate and refill ditches and/or trenches, and do necessary site grading for blending the existing and proposed surfaces for the location of the facilities described herein, and shall have the further right to do all other necessary things, including removal of trees, bushes, undergrowth and other obstructions interfering with the location, construction and maintenance of said facilities.

IN WITNESS WHEREOF, said Grantor has caused its corporate seal to be hereto affixed and has caused its name to be signed to its presence by its Mayor, and attested to by its City Clerk, this the ____ day of _____, 2026.

City of Carbondale
A municipal corporation

Carolyn Harvey, Mayor

Attest:

Jennifer R. Sorrell, City Clerk

Exempt pursuant to Section 4(b) of
the Real Estate Transfer Tax Act for
the City of Carbondale as Seller

STATE OF ILLINOIS)
) SS
COUNTY OF JACKSON)

CORPORATE ACKNOWLEDGEMENT

I, the undersigned, a notary public in and for the State and County aforesaid, do hereby certify that Carolyn Harvey of the City of Carbondale, personally known to me to be the authorized agent of the City of Carbondale and the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that she signed and delivered the said instrument in her capacity as Mayor of the City of Carbondale, with authorization from the corporate authorities of the City of Carbondale, for the uses and purposes therein mentioned, and on oath stated that she is authorized to execute this Agreement and in fact executed this agreement on behalf of the corporate authorities of the City of Carbondale.

Given under my hand the official seal this _____ day of _____,
2026.

Notary Public



Agenda Item Details

Meeting:	June 9, 2026 - City Council Meeting
Category:	General Business
Subject:	A Resolution Authorizing the City Manager to Enter Into an Operations and Management Agreement for the Coworking Space in the Southern Illinois Multi Modal Station
Type:	Action, Discussion
Recommended Action:	Approve a Resolution Authorizing the City Manager to Enter Into an Operations and Management Agreement with Southern Illinois University Office of Innovation and Economic Development for the Coworking Space in the Southern Illinois Multi Modal Station
Goals:	Goal 8: Update the downtown master plan as a guide to revitalize the City Center. Goal 5: Provide high-quality City infrastructure. Goal 4: Encourage responsible and progressive economic development/tourism/arts and entertainment. Goal 3: Demonstrate fiscal responsibility and transparency while providing high-quality City services.
Originating Department:	Economic Development

Background:

Cowork Carbondale is a coworking facility located within the Southern Illinois Multi Modal Station (SIMMS), developed to support entrepreneurship, remote workers, small businesses, and economic development initiatives within the City of Carbondale. The facility was established to provide flexible workspace, business support resources, and networking opportunities that encourage business formation, growth, and workforce attraction.

Prior to the opening of the facility in 2025, the City entered into a management agreement with Carbondale Main Street (CMS) to oversee day-to-day operations, marketing, programming, and customer support services associated with the facility. As the initial agreement approached expiration, the City elected to conduct a competitive Request for Proposals (RFP) process to identify the most qualified organization to manage and operate Cowork Carbondale moving forward.

The RFP sought proposals from organizations capable of providing facility operations, marketing and outreach, programming, occupancy growth strategies, customer service, and performance reporting. Particular emphasis was placed on measurable utilization growth, operational capacity, marketing strategy, and alignment with the City's economic development goals.

Proposals were evaluated using a standardized scoring rubric based on the criteria identified in the RFP, including organizational experience, marketing and outreach strategy, occupancy and revenue growth potential, programming approach, operational capacity, financial proposal, and alignment with the City's economic development goals.

Four proposals were received and evaluated. The original Request for Proposals, submitted proposals, and evaluation materials are included in the attached Cowork Carbondale Management Proposal Packet.

Southern Illinois University Office of Innovation and Economic Development (SIU OIED) – 95/100

Carbondale Chamber of Commerce – 79/100

Carbondale Main Street (CMS) – 76/100

Roberta “Robyn” Ramsey – 49/100

Based on the evaluation process, staff determined that the proposal submitted by Southern Illinois University Office of Innovation and Economic Development best demonstrated the experience, operational capacity, programming resources, and economic development partnerships necessary to maximize the long-term success of Cowork Carbondale.

Additional Information:

Attachments:

1. Cowork Carbondale Management Proposal Packet
2. Resolution Authorizing the City Manager to Enter Into a Management and Operations Agreement for the Coworking Space in SIMMS 06-09-2026

Motion & Voting: Approve a Resolution Authorizing the City Manager to Enter Into an Operations and Management Agreement with Southern Illinois University Office of Innovation and Economic Development for the Coworking Space in the Southern Illinois Multi Modal Station

Motion by None, seconded by None.

Final Resolution: Motion

Yea: None

Nay: None

Cowork Carbondale Management & Operations

Background:

Cowork Carbondale is a coworking facility located within the Southern Illinois Multi-Modal Station (SIMMS) developed to support entrepreneurship, remote workers, small businesses, and economic development initiatives within the City of Carbondale.

Prior to the opening of the facility in 2025, the City entered into a management agreement with Carbondale Main Street (CMS) to oversee day-to-day operations, marketing, programming, and customer support services associated with the facility. As the initial agreement approached expiration, the City elected to conduct a competitive Request for Proposals (RFP) process to identify the most qualified organization to manage and operate Cowork Carbondale moving forward.

The RFP was publicly released and sought proposals from organizations capable of providing facility operations, marketing and outreach, programming, occupancy growth strategies, customer service, and performance reporting. Particular emphasis was placed on measurable utilization growth, operational capacity, marketing strategy, and alignment with the City's economic development goals.

Four proposals were received and evaluated using a standardized scoring rubric developed specifically for the RFP. Evaluation categories included:

- Experience and qualifications
- Marketing and outreach plan
- Ability to increase occupancy and revenue
- Programming approach
- Operational capacity and staffing
- Financial proposal
- Alignment with City economic development goals

Each proposal was independently reviewed and scored based on the criteria outlined in the RFP and evaluation materials included within this packet.

Following completion of the evaluation process, staff is presenting the proposals, scoring summaries, and evaluations to the City Council for consideration and final selection of a Cowork Carbondale operator.

Proposal Scoring Overview

Proposals were evaluated using a standardized scoring rubric based on the criteria identified in the RFP, including organizational experience, marketing and outreach strategy, occupancy and revenue growth potential, programming approach, operational capacity, financial proposal, and alignment with the City's economic development goals.

The following organizations submitted proposals:

Southern Illinois University Office of Innovation and Economic Development (SIU OIED)

Total Score: 95/100

SIU OIED submitted the highest-scoring proposal and demonstrated extensive experience operating entrepreneurship, innovation, and coworking-related facilities. The proposal included detailed operational, marketing, programming, and performance-tracking plans, along with strong integration with SIU's Small Business Development Center (SBDC), APEX Accelerator, and regional economic development networks. The proposal also included facility enhancement investments and a comprehensive startup and outreach strategy.

Carbondale Chamber of Commerce

Total Score: 79/100

The Chamber submitted a strong and professionally organized proposal emphasizing business outreach, marketing, lead generation, and community connectivity. Strengths included an established business network, operational infrastructure, CRM and sales-oriented marketing strategies, and strong alignment with local business development goals. Areas identified for further development included direct coworking management experience and long-term staffing scalability.

Carbondale Main Street (CMS)

Total Score: 76/100

CMS demonstrated direct operational experience managing Cowork Carbondale during the current contract period and presented a proposal focused on community-based programming, downtown activation, and expanded outreach efforts. The proposal highlighted familiarity with the facility and its users, along with strategies intended to improve utilization and programming. Evaluation comments noted that measurable occupancy growth to date has remained modest and that several proposed improvements would require future implementation and operational expansion.

Roberta "Robyn" Ramsey

Total Score: 49/100

This proposal demonstrated enthusiasm, creative marketing ideas, and an understanding of coworking culture and branding concepts. The proposal included social media and outreach strategies, networking concepts, and lead-generation ideas. However, the evaluation identified significant limitations related to operational capacity, staffing structure, financial planning, organizational infrastructure, and experience managing coworking or economic development facilities.

REQUEST FOR PROPOSALS

Cowork Carbondale Management & Operations



CARBONDALE
All Ways Open

Forward emailed responses to this RFP to

Steven Mitchell, Economic Development Director

steven.mitchell@carbondaleil.gov

(618) 457-3286

by 5:00 PM Central, April 30, 2026

1. INTRODUCTION

The City of Carbondale (“City”) is seeking proposals from qualified organizations to manage and operate Cowork Carbondale, a coworking facility located within the Southern Illinois Multi-Modal Station (SIMMS).

The selected operator will be responsible for day-to-day management, marketing, programming, and growth of the coworking space, with a strong emphasis on increasing utilization, improving user experience, and integrating the facility into the broader economic development ecosystem.

2. BACKGROUND

Cowork Carbondale is a City-owned coworking space developed as part of the SIMMS project to support entrepreneurship, remote workers, small businesses, and economic development initiatives.

The City is seeking an operator through a competitive RFP process to increase occupancy and utilization, improve marketing and visibility, enhance programming and community engagement, and provide professional, customer-focused operations.

3. SCOPE OF SERVICES

The selected operator (“Contractor”) shall provide full-service management and operation of Cowork Carbondale, including but not limited to the following:

A. Facility Operations (Core Responsibilities)

The Contractor shall provide day-to-day management of the coworking facility, conduct twice-daily site visits at minimum Monday through Friday (excluding Contractor’s holidays), provide customer service and user support, maintain the facility in a clean, organized, and professional condition, manage access control systems, provide emergency after-hours contact, supply consumables such as paper, toner, and coffee, maintain booking and reservation systems, and implement and enforce usage policies.

B. Marketing and Outreach

Within 90 days of the execution of the final Coworking Space Management Agreement with City, Contractor shall submit a proactive and measurable marketing strategy. This shall include an annual marketing plan submitted to the City for approval, targeting remote workers, startups, freelancers, and corporate users. The Contractor shall maintain a consistent social media calendar with a

minimum of three to five posts per week, maintain and update digital listings and online presence, and promote tenants, events, and success stories.

The Contractor shall conduct regular tours of the facility, with a minimum of two scheduled tours per month, and perform targeted outreach to local businesses, Southern Illinois University departments, entrepreneurs, and regional employers. The Contractor shall host open houses at least quarterly and implement structured follow-up with all prospective users.

The Contractor shall also build partnerships with organizations such as Southern Illinois University, the Chamber of Commerce, the Small Business Development Center, and other economic development partners.

C. Programming and Community Development

The Contractor shall provide regular programming, at minimum one event per month, including workshops, networking events, and business development activities. The Contractor shall foster a collaborative coworking environment and support entrepreneurship and small business growth.

D. Revenue and Membership Management

The Contractor shall set and collect all coworking fees subject to City approval, develop pricing structures for private offices, open coworking, and conference room usage, maximize occupancy and revenue, and may retain all earned revenue unless otherwise negotiated.

E. Performance Metrics and Reporting

The Contractor shall provide quarterly reports that include total number of unique users, occupancy rates by space type, revenue generated, number of tours conducted, number of events hosted, marketing metrics, and a pipeline of prospective tenants. Reports shall also identify barriers to utilization and provide recommended improvements.

In addition, the Contractor shall provide a lead pipeline report including number of leads generated, number of tours conducted, conversion rates, and active prospects.

F. Strategic Growth Expectations

The Contractor shall increase occupancy over time, improve community perception of the space, identify capital or operational improvements, and position Cowork Carbondale as a regional economic development asset.

4. MINIMUM PERFORMANCE EXPECTATIONS

The selected operator will be required to demonstrate reasonable progress toward the following benchmarks within the first 12 months:

- At least five active coworking members within six months
- At least one programming event per month
- At least two tours conducted per month
- Consistent social media activity on a weekly basis

Failure to demonstrate reasonable progress toward these benchmarks may result in corrective action or termination.

5. STARTUP AND IMPLEMENTATION REQUIREMENTS

Proposers must include a detailed 90-day startup plan outlining initial marketing activities, outreach targets, pricing strategy, early programming, and lead generation efforts.

Beginning at the effective date of the agreement, the selected operator will participate in 30-day, 60-day, and 90-day check-ins with City staff to review progress, including setup, outreach activity, and early utilization trends.

6. STAFFING REQUIREMENTS

Proposals must identify a dedicated staff person responsible for daily operations of Cowork Carbondale, including estimated hours per week. The City expects consistent on-site management and clear operational accountability.

7. CITY RESPONSIBILITIES

The City will provide utilities including electric, water, and broadband, maintain HVAC systems, provide internet and Wi-Fi infrastructure, maintain teleconferencing systems, provide building security and police response, provide custodial and trash services, maintain insurance for the facility, and provide furnishings and equipment.

8. COMPENSATION

The City anticipates a management fee of approximately \$60,000 annually, paid quarterly. Proposers may propose alternative compensation structures. The Contractor may retain user-generated revenue unless otherwise negotiated.

9. TERM

The initial contract term will be one year, with the option for annual renewal based on satisfactory performance. The agreement may be terminated for non-performance or failure to meet contractual expectations.

10. PROPOSAL REQUIREMENTS

Proposals must include

- A description of organizational background and relevant experience,
- A management and staffing plan,
- A detailed 90-day startup plan outlining initial marketing activities, outreach targets, pricing strategy, early programming, and lead generation efforts,
- A programming plan,
- A performance strategy outlining how required metrics will be achieved,
- A financial proposal, and
- References,
- In addition, potential contractors are advised that any Agreement to provide management and operations services to Cowork Carbondale does not provide for the payment of indirect cost rates that the organization might have established with the federal and/or state government. Thus, the budget cannot include these expenses.

11. EVALUATION CRITERIA

Proposals will be evaluated based on experience and qualifications, strength of marketing and outreach plan, ability to increase occupancy and revenue, programming approach, operational capacity, financial proposal, and alignment with City economic development goals.

12. TERMINATION AND PERFORMANCE

The City reserves the right to terminate the agreement for failure to perform the required scope of services, failure to demonstrate reasonable progress toward performance benchmarks, or failure to maintain a professional and constructive working relationship with stakeholders.

Either party can terminate this Agreement with 60 days' written notice to the other party without any further obligations.

13. INSURANCE REQUIREMENTS

The selected Contractor shall be required to provide a Certificate of Liability Insurance prior to the execution of any agreement with the City. The certificate shall demonstrate that the Contractor maintains adequate commercial general liability, workers' compensation, and any other applicable insurance coverage as required by the City. The City of Carbondale shall be named as an additional insured on the Contractor's general liability policy for all activities associated with the operation of Cowork Carbondale. Coverage limits shall be consistent with standard industry practices and acceptable to the City. The certificate shall remain in effect for the duration of the agreement and any renewal periods, and updated certificates shall be provided upon policy renewal or upon request by the City.

COWORK CARBONDALE MANAGEMENT AND OPERATIONS PROPOSAL

**Submitted By:
Southern Illinois University
Office of Innovation and Economic Development
April 30, 2026**



Introduction

Southern Illinois University (SIU), through the Office of Innovation and Economic Development (OIED), is pleased to present this proposal to manage and operate Cowork Carbondale, housed within the Southern Illinois Multi-Modal Station (SIMMS) in downtown Carbondale. OIED has been responsible for the overall development, management, and evaluation of facilities and programs in the regional economic development ecosystem since 1985. The following information highlights the historical development, growth, and qualifications of SIU's innovation and entrepreneurship ecosystem staff and the alignment of its programs and services with Cowork Carbondale and the City of Carbondale.

Organizational Background

The Office of Innovation and Economic Development brings more than four decades of experience administering state and federal grants supporting entrepreneurship and small businesses, including long-standing cooperative agreements for both the Small Business Development Center (SBDC) and the APEX Accelerator programs. SIU has successfully managed the Illinois SBDC at SIU cooperative agreement for 40+ years and the APEX Accelerator program for six years, consistently demonstrating strong performance, accountability, and full regulatory compliance. Reflecting this track record, the Illinois SBDC at SIU was recognized as the 2024 SBDC of the Year for the State of Illinois.

OIED is co-located within the SIU Research Park alongside critical economic development and innovation partners, including the University's business incubator programs, Illinois Manufacturing Excellence Center (IMEC), the Center for Innovation, the Office of Workforce Innovation and Research, and the Saluki Innovation Lab. This proximity allows for seamless collaboration, warm handoffs between programs, and a coordinated approach to business support throughout the lower 17 counties of Southern Illinois.

Relevant Experience

The business incubator programs operated through OIED are housed at the Dunn-Richmond Economic Development Center and the Gower Translational Research Center. Together, these facilities support the start-up, growth, and expansion of businesses throughout Southern Illinois. The Dunn-Richmond Economic Development Center staff helps early-stage and scaling businesses establish a strong foundation within a supportive ecosystem. Dunn-Richmond offers affiliate and coworking memberships, private offices, light manufacturing space, and wet laboratories for scientific and technology-based ventures. Tenants and affiliates also have access to meeting and event spaces, Wi-Fi, audiovisual resources, and a podcast studio opening this summer, to support outreach, marketing, and education.

The BioLaunch Business Annex, located at the Gower Translational Research Center, serves emerging and expanding companies in life sciences and value-added agriculture sectors and represents a key component of the broader incubator ecosystem. BioLaunch provides incubation services, laboratory testing and analysis, and event space for technology-focused programming. A high-tech food production incubator is currently in the final architectural and engineering phase and will allow small food producers to scale operations, meet food safety requirements, and access broader markets. This facility and integrated services will build upon and strengthen the existing BioLaunch infrastructure.

Together, these programs form a coordinated incubator ecosystem designed to foster innovation, entrepreneurship, and sustainable economic development across the region. Businesses engaged with OIED, its partners, and collaborators have access to no-cost, confidential support services, including one-on-one advising, experts-in-residence, and monthly workshops and events tailored to each stage of business growth.

OIED's history of measurable impact and accountability dates back to 1985. The unit maintains strong internal controls and a consistent record of full compliance with all state and federal grant requirements. Over the past five years alone, OIED has secured more than \$15 million in state and federal grant funding, exclusive of leases and contracts. During that same period, SIU as an institution administered more than \$71 million of federal/state, and other grants and holds R1 Research Status with the Carnegie Foundation and is recognized nationally as an APLU Innovation and Economic Prosperity University.

Collectively, these assets position OIED's operational capacity to expand and layer in additional services that complement long-standing programs while strengthening downtown-based initiatives through a natural referral and feeder system. The Illinois SBDC at SIU alone served 600 clients in 2025, with 548 attendances recorded at educational workshops and training programs; this includes repeat participation by some individuals across multiple workshops. OIED has policies, systems, and processes in place to manage leases and agreements, as well as a skilled team with deep experience in promoting, supporting, and administering incubator spaces and business support programs.

In addition, OIED has a long history of close collaboration with the City of Carbondale to advance entrepreneurship and local economic development. The most recent example of this partnership is the Carbondale Accelerator Program, an initiative supported by funding from the Illinois Department of Commerce and Economic Opportunity (DCEO). The City of Carbondale administered the grant, while OIED, through the Illinois SBDC at SIU, provided technical assistance, one-on-one advising, and targeted educational programming to participating entrepreneurs. Through this coordinated effort, 28 businesses graduated from the program and were supported in launching or expanding, with \$80,000 in startup capital distributed among the businesses.

Facilities Management

OIED is responsible for the day-to-day management of four facilities dedicated to entrepreneurship, innovation, research, and community engagement on the SIU campus. This includes the 55,000 square foot Dunn-Richmond Economic Development Center (opened in 1990), the 20,000 square foot One Enterprise Place (opened in 2001), the 60,000 square foot Gower Translational Research Center (opened in 2024), and the 15,000 square foot One Innovation Place (in conjunction with First Southern Bank). Facilities management includes building security, access control, and safety; cleaning, maintenance, and repair of buildings; operating policies and procedures, event planning, scheduling, and management; planned capital expenditures and renovation; client/customer service and support; and program staffing. During the last four years, the OIED team has not only stabilized but maximized occupancy at Dunn-Richmond with a primary result of excess revenue available for infusion into program growth and facility upgrades.

Management and Staffing Plan

The Cowork Carbondale space will be accessible from 8:00am to 4:30pm Monday – Friday excluding SIU holidays and administrative closures (see attached), with a dedicated part-time staff member on site beginning within the first 60 days. Prior to their arrival, OIED will have staff on site twice daily. Additional hours outside the part-time staff member will be staffed by OIED staff members to ensure full coverage. The part-time staff member will not only be someone who manages the space they will also be a certified business advisor who will offer support and customer service. This will allow this person to provide one-on-one, no-cost, confidential advisement to clients in the program.

OIED will provide full-service, consistent management and operation of the space. OIED will ensure the space is maintained as a clean, organized, and professional environment. OIED will align Cowork Carbondale with City economic and business development goals.

All clients will be required to sign an agreement that includes a code of conduct and clearly defined expectations to help ensure standards are established and consistently followed. OIED will manage access control of the space and provide an emergency contact for after-hours needs.

Upon execution of the agreement, OIED will initiate the procurement process for consumable supplies needed to fully outfit the space, as well as a privacy booth for private phone calls. While Cowork Carbondale does not currently include this feature, OIED's experience managing coworking and incubator environments has demonstrated that access to private call space is an appreciated feature to a collaborative space.

Additional OIED staff members who will support the project are:

Lynn Andersen Lindberg, Executive Director: oversees OIED's portfolio of entrepreneurship, innovation, workforce, and research programs, including the Illinois SBDC at SIU, APEX Accelerator, and incubator programs, providing strategic leadership and ensuring alignment with SIU's economic development mission.

Melissa Ray Roach, Director of Incubator Programs: leads the Business Incubator Programs, including mixed-use, affiliate, shared lab, student businesses, and co-working spaces, and supports other regional incubators. This role coordinates activities with co-located economic development programs such as the Illinois SBDC at SIU, APEX Accelerator, IMEC, the Center for Innovation, and the Office of Workforce Innovation and Research. The director oversees applicant screening, provides on-site business coaching to incubator clients, and integrates incubation and acceleration activities across the community and region. Cowork Carbondale will be an extension of the work the incubator programs staff are currently doing.

Michael Jessup, Illinois Small Business Development Center at SIU Director: This position is responsible for overseeing the services and staff and will be responsible for helping lead and coordinate workshops and advisement for tenants of Cowork Carbondale.

Brenda Henderson, Illinois APEX Accelerator at SIU Director: This position is responsible for overseeing the APEX Accelerator services and will be responsible for helping lead the coordinate workshops and advisement on government contracting for tenants of Cowork Carbondale.

Shannon Harms, Assistant Chief Accountant: This position is responsible for overseeing accounting, budgeting, and financial reporting.

Holly Sparkman, Program Director-Business Operations: This position is responsible for human resource concerns for all of OIED and will also be responsible for overseeing HR for Cowork Carbondale staff.

Amy Ortiz, Administrative Aide: This position is responsible for daily business and facility operations and will assist where appropriate with Cowork Carbondale, including purchasing supplies for tenants and activities.

90 Day Startup Plan

Following a fully executed contract, OIED will implement a structured 90-day rollout plan to ensure strong leadership alignment, early activation of Cowork Carbondale, and sustainable activities in this customer focused operation.

Day 1-30, OIED will hold a project kickoff meeting with assigned City leadership and OIED leadership to align expectations, confirm roles and responsibilities, and establish a clear rollout timeline and address implementation requirements. During this period, all program

outreach and marketing materials will be updated to formally include Cowork Carbondale. The full OIED team, along with current tenants and affiliate members, will be introduced to the space to build internal knowledge and shared ownership. OIED will also tour current Dunn-Richmond members through Cowork Carbondale and host a “Starting Your Business in Illinois” workshop facilitated by the Illinois SBDC at SIU. OIED will also initiate outreach to partner organizations and community groups and conduct two organized tours with partnership organizations. A 30-day check-in with the City to review progress.

Days 31–60, OIED will hire a dedicated Cowork Carbondale staff member with experience in business management or ownership, social media content creation, and event coordination/customer service. This staff member will support daily operations, member engagement, outreach, and programming. OIED will onboard and train the new staff member while continuing outreach and tours to maintain momentum. A 60-day check-in with the City will review staffing progress, early engagement metrics, and operational readiness.

Days 61–90, OIED will finalize key operational systems necessary for full launch including establishing maximum occupancy. This also includes completing the security and key fob access system in coordination with OIED leadership and City leadership, finalizing standardized intake processes, booking software, implementing a milestone and KPI tracking system to monitor utilization, engagement, and conversion outcomes, and developing, implementing, and enforcing facility usage policies. A formal recruiting process for Cowork Carbondale members and affiliates will be launched alongside the rollout of a comprehensive marketing plan. A 90-day check-in with the City will confirm readiness for full operations and ongoing strategic program growth.

Within the first 90 days, Cowork Carbondale will be fully operational, aligned with leadership, have dedicated staffing, secure access, standardized intake and performance tracking systems, active recruitment, and a coordinated marketing strategy in place. A summary Gantt chart for the first 90 days of operations follows:

Activity / Task	Days 1–30	Days 31–60	Days 61–90
Kick- Off OIED + City expectations and alignment	■		
City check-ins	■	■	■
Update current materials to include Cowork Carbondale	■		
Introduce OIED team, tenants, and affiliates	■		

Offer Dunn-Richmond current members/tenants tour	■		
Offer “Starting Your Business in Illinois” workshop	■		
Outreach to partners and community groups	■	■	■
Host organized tours (2x per month)	■	■	■
Hire dedicated staff member		■	
Launch needs and interests survey to current and prospective users		■	
Onboard and train staff		■	■
Discuss and finalize security system/key fob access		■	■
Discuss and finalize intake processes & KPI tracking system		■	■
Host recruiting launch and ribbon cutting with press release			■
Finalize and launch marketing plan			■

(Blocks = active months)

Marketing Plan

Marketing Activities

The marketing plan targets current, former, and prospective clients of OIED programs and will utilize a combined media mix of traditional organic press supplemented by email, digital listings, and marketing strategies. This is in addition to current and former Cowork Carbondale tenants and customers

A professional journalist from the SIU University Communications and Marketing Unit is assigned to support OIED. The journalist prepares press releases and media advisories to generate coverage of events and highlight success stories, with the promotion of entrepreneurship as the foundation. Many of these press releases generate coverage through stories via local broadcast stations, newspaper, and radio stations. All Cowork Carbondale workshop events and quarterly open houses will be promoted through press releases and social media. During the first 90 days OIED will host a ribbon cutting with promotion on social media and through a press release.

The Illinois SBDC at SIU conducts a direct mail campaign targeting current and former Illinois SBDC at SIU clients. Incubator programs have access to this campaign to include promotional materials in the Center's newsletter, and Cowork Carbondale activities and workshops will be incorporated into these efforts.

Cowork Carbondale, through OIED, will maintain a website, a Facebook page, and enhanced online presence through a consistent social media calendar, publishing approximately five posts per week aimed at potential clients, stakeholders and current users. Staff will work with City's social media content team as requested. OIED will allocate \$4,000 toward an annual social media marketing and promotional product budget. Social media ads will focus on remote workers, startups, freelancers, small teams, very small businesses (VSBs), corporate partners/corporate users, regional employers, and short-term projects, highlighting the space and promoting tours to drive traffic and increase membership.

OIED staff actively network at a variety of community events to keep program offerings top of mind for business owners. OIED markets the full spectrum of its services strategically and proactively across campus, with a focus on students, researchers, faculty, and staff. Staff regularly speak in classes, at networking events, and in meetings with faculty. Cowork Carbondale will become a part of the OIED ecosystem and will be included as part of these outreach efforts and activities.

The Chancellor's Office frequently requests metrics and uses them in public addresses to demonstrate the University's commitment to community outreach and regional economic impact through small business assistance. Activities and outcomes related to Cowork Carbondale will be incorporated into these reporting efforts as appropriate.

Within 90 days of the execution of the final Coworking Space Management Agreement with the City, OIED will have a complete proactive and measurable marketing strategy developed in collaboration with City staff as appropriate.

Outreach Targets

The outreach targets include local businesses, remote workers, startups, minority community businesses, freelancers, small teams, very small businesses (VSBs), corporate partners/corporate users, short-term projects as well as lenders and key stakeholder groups. The targets also include women, minorities, legislators, economic developers, elected officials, SIU students/faculty/departments, and staff. Other opportunities include Amtrak frequent traveler quarterly lounge passes, downtown micro-team retreats, and SIU special event welcomes.

In addition, OIED staff continuously advocate for and educate stakeholders through one-on-one meetings and group settings such as chamber meetings, regional economic

development initiatives, University classes, local entrepreneur groups, and SBA-sponsored events. Cowork Carbondale be incorporated in and will benefit from all the aforementioned.

Pricing Strategy

The draft pricing strategy for Cowork Carbondale will be consistent with the current pricing structure used for the affiliate and coworking space at Dunn-Richmond. Rent for the Coworking Space will be collected quarterly at \$150.00. Cowork Carbondale will function as an extension of the existing affiliate and coworking offerings and will be highlighted during tours of the Dunn-Richmond facility.

Current affiliates and coworkers of Dunn-Richmond will have access to Cowork Carbondale, providing them with an additional, flexible option located downtown. Likewise, individuals who join Cowork Carbondale as members will receive the same benefits currently offered at Dunn-Richmond, including access to the affiliate and coworking space, discounted meeting room rates, and shared business services, consistent with offerings available at the Cowork Carbondale location.

This integrated approach expands access to resources, helping to meet the City's goal of providing enhanced access to business services for all, strengthens connectivity across locations, and allows Cowork Carbondale to leverage an established community of entrepreneurs, small businesses, and partners. Driving awareness of the space, by bringing people into it and encouraging them to share their user experience with others, is a foundational strategy of the overall proposal, and the pricing model is intentionally designed to support that goal.

Early Programming

During the first 60 days of operations, OED will launch a short, targeted survey to better understand the needs and interests of current and prospective users. The survey will be distributed to current tenants, affiliates, and key stakeholders, including City partners and economic development organizations, local Chambers of Commerce, and other networking groups and potential users, entrepreneurs, remote workers, nonprofit and small businesses. OIED has a list of partner organizations that will be utilized to help distribute the survey to receive feedback. Survey results will be used to inform enhanced, high-quality programming topics, workshop formats, timing, and partnership opportunities.

During the first 90 days the Illinois SBDC at SIU will host monthly workshops on Starting a Business in Illinois. This two-hour, informational seminar covers basic new business requirements including the following: business plans, legal structures, start-up requirements, and financing opportunities. Attendees will be introduced to Cowork Carbondale and the no-cost supportive services and programs under the OIED umbrella.

Lead Generation Efforts

Lead generation efforts will be intentional and tracked, with defined goals for tours and conversion rates generated through networking and outreach. OIED will also track unique users, occupancy rates by space type, revenue generated, number of events hosted, marketing metrics, and the pipeline of prospective tenants. Given OIED's direct contact with a broad and established network, these efforts are a natural extension of ongoing OIED programming and engagement activities.

Leads will also be generated through a strategic effort to bring people into Cowork Carbondale. Organized tours will be offered twice per month, providing an opportunity for individuals and organizations to experience Cowork Carbondale firsthand. Participants will leave with tangible information on meeting space rentals, memberships, and upcoming events. Photos will be taken during the monthly tours and shared on social media to further promote the space and increase visibility.

Sample Schedule

	Organized Tours	Organization
Month 1	Inside Cowork Carbondale	The Black Chamber of Commerce of Southern Illinois
	Inside Cowork Carbondale	Business Networking International
Month 2	Inside Cowork Carbondale	Kiwanis
	Inside Cowork Carbondale	Morning Rotary
	Quarterly Open House	Man-Tra-Con
Month 3	Inside Cowork Carbondale	Jackson Grown Alliance
	Inside Cowork Carbondale	The City of Carbondale
Month 4	Inside Cowork Carbondale	The Carbondale Chamber Board
	Inside Cowork Carbondale	SIH
Month 5	Inside Cowork Carbondale	Regions Bank
	Inside Cowork Carbondale	Banterra Bank
	Quarterly Open House	CEJA Incubator & Partners
Month 6	Inside Cowork Carbondale	First Southern Bank
	Inside Cowork Carbondale	State Farm
Month 7	Inside Cowork Carbondale	Saluki Entrepreneur Corps
	Inside Cowork Carbondale	SIU School of Law
Month 8	Inside Cowork Carbondale	The SIU Alumni Association
	Inside Cowork Carbondale	Lunchtime Rotary
	Quarterly Open House	Carbondale Mainstreet
Month 9	Inside Cowork Carbondale	NAACP
	Inside Cowork Carbondale	Illinois Department of Commerce and Economic Opportunity
Month 10	Inside Cowork Carbondale	Veterans Business Outreach Center
	Inside Cowork Carbondale	River Radio

Month 11	Inside Cowork Carbondale	The Daily Egyptian
	Inside Cowork Carbondale	WSIL
	Quarterly Open House	SIU Enrollment Management
Month 12	Inside Cowork Carbondale	WSIU
	Inside Cowork Carbondale	The Carbondale Chamber

Programming Plan

An additional way OIED will leverage Cowork Carbondale to reach both current and potential members is by offering regular programming and business development activities, in partnership with other organizations, creating a supportive and collaborative community.

Workshops will be offered in a hybrid format, with in-person seats reserved for members of the coworking community, while also providing an online option for anyone interested in participating. These constructive working relationships expand the range of expertise and innovative resources available, while creating additional entry points for engagement. This approach will increase visibility, strengthen marketing, collaboration, and further integrate Cowork Carbondale into the broader economic development ecosystem, amplifying its impact across the community.

Sample Schedule

	Activity	Presented and Hosted By
Month 1	Starting Your Business in Illinois	The Illinois SBDC at SIU
Month 2	Starting Your Business in Illinois	The Illinois SBDC at SIU
Month 3	Starting Your Business in Illinois	The Illinois SBDC at SU
Month 4	Telling Your Business Story with Purpose	SIU Office of Innovation and Economic Development and partners including, but not limited, to Chambers and Economic Development Partners
Month 5	Know Your Numbers	The Illinois SBDC at SIU
Month 6	Sales Strategy 101	SIU Office of Innovation and Economic Development and partners including, but not limited, to Chambers and Economic Development Partners
Month 7	AI - Tools, Tricks and Tips	SIU Office of Innovation and Economic Development and partners including, but not limited, to Chambers and Economic Development Partners
Month 8	Intro to Government Contracting	The Illinois APEX Accelerator at SIU

Month 9	Organic Reach - How to Reach People Without a Big Budget	SIU Office of Innovation and Economic Development and partners including, but not limited, to Chambers and Economic Development Partners
Month 10	The Top 10 Legal Mistakes Businesses Make	SIU Office of Innovation and Economic Development and partners including, but not limited, to Chambers and Economic Development Partners
Month 11	Intro to Exporting	The International Trade Center at SIU
Month 12	How to Create Standard Operating Procedures	SIU Office of Innovation and Economic Development and partners including, but not limited, to Chambers and Economic Development Partners

Starting Your Business in Illinois

An overview of the steps to legally start a business in Illinois, including registration, licensing, and basic compliance requirements.

Telling Your Business Story with Purpose

Learn how to clearly communicate your “why” to connect with customers, build trust, and strengthen your brand.

Know Your Numbers

A practical look at the key financials every business owner should understand, including revenue, expenses, and cash flow.

Sales Strategy 101

An introduction to building a simple, effective sales process that helps convert leads into paying customers.

AI – Tools, Tricks and Tips

Explore accessible AI tools that can save time, improve productivity, and support marketing, operations, and customer engagement.

Intro to Government Contracting

Learn the basics of selling to government agencies, including registrations, certifications, and how to find opportunities.

Organic Reach – How to Reach People Without a Big Budget

Strategies to grow your audience using social media, partnerships, and content without relying on paid advertising.

The Top 10 Legal Mistakes Businesses Make

A review of common legal pitfalls and how to avoid them, covering contracts, structure, and compliance considerations. *(Not legal advice.)*

Intro to Exporting

Learn the basics of exporting and how to become export ready.

How to Create Standard Operating Procedures

Step-by-step guidance on documenting processes to improve consistency, efficiency, and scalability in your business.

Performance Strategy

Defined Metrics and Benchmarks

OIED will establish clear performance metrics and baseline benchmarks to measure success across Cowork Carbondale operations including accountability and capital improvements. The metrics tracked will be unique users, occupancy rates by space type, revenue generated, number of tours, number of events hosted, number of attendees at events and marketing metrics and the number of prospective tenants in the pipeline. Other metrics include leads generated, conversion rates, active prospects, barrier identification and improvements recommended. Quarterly benchmarks will be set and refined over time as usage patterns and demand are better understood, ensuring goals remain realistic, data-informed, and aligned with program growth. Quarterly reports will be presented to the City for review and discussion.

Weekly Review and Response

Program performance will be reviewed during weekly OIED staff meetings to ensure consistent oversight and accountability. These meetings will focus on reviewing current metrics, identifying trends, and assessing reasonable progress toward established goals. Regular review allows OIED to identify challenges early and respond promptly, rather than waiting for quarterly or annual evaluations, ensuring momentum is maintained and opportunities for improvement are addressed in real time.

Data-Informed Adjustments

When performance metrics indicate that benchmarks are not being met, OIED will adjust to increase engagement and traffic. These may include adding or refining programming, increasing the frequency of tours or themed quarterly open houses, expanding partner-led events, adjusting marketing audiences, or messaging, or increasing direct outreach through OIED's existing network. The effectiveness of these adjustments will be monitored to determine their impact on outcomes.

Pipeline Management

OIED will utilize a structured pipeline approach to track prospective tenants and users from initial contact through conversion. Each lead will be documented by point of entry, such as tours, events, referrals, or marketing, and followed through consistent, structured

outreach and follow-up. This approach ensures no opportunities are missed, strengthens accountability, and provides clear insight into where prospects are entering and exiting the engagement process.

Alignment With Current OIED Performance Strategies

This performance strategy reflects OIED’s long-standing approach to program management, which emphasizes outcome tracking, milestone achievement, and continuous improvement. Every program under the OIED umbrella operates with clear expectations around metrics and reporting, and Cowork Carbondale will be fully integrated into this existing framework. This alignment ensures sustainability, transparency, and measurable impact while reinforcing Cowork Carbondale’s role within the broader economic development ecosystem and its service to the City of Carbondale’s residents, business owners and organizations.

Financial Proposal

OIED will provide complete management and oversight of the Cowork Carbondale space as indicated earlier in the proposal. OIED will set and collect fees, subject to City approval, for use of the space and retain all user-generated revenue. The anticipated startup costs for the space will be \$15,750 which OIED will cover. No indirect costs are included in this financial proposal. SIU will also provide required insurance information to the City.

As part of the agreement with City the City will provide utilities including water, electric, and broadband, maintain HVAC systems, provide internet and Wi-Fi infrastructure, maintain teleconferencing systems, provide building security and police response, provide custodial and trash services, maintain insurance for the facility and provide equipment. The City will also provide a \$60,000 management fee to OIED, paid quarterly.

Start Up Costs	
Privacy Pod	\$ 11,000
Office Supplies Startup	\$ 1,500
Coffee and Other Consumables Startup	\$ 500
Computer and Printer for Staff Member	\$ 2,000
Marketing/Promotional Products	\$ 750
Total Startup Costs	\$ 15,750

Cowork Carbondale is designed to scale intentionally over its first year by balancing three primary revenue streams: flexible meeting space rentals, dedicated private office spaces, rentals, and membership growth.

In the early months, operations begin with a modest number of event rentals, starting at one booking in Month 1 and gradually increasing to a peak of four monthly rentals by Months 9 and 10. Priced at \$25 per half-day rental, this proposed rental rate serves as an accessible entry point for entrepreneurs, small teams, and community groups. While individual rental revenue remains relatively small, it plays an important role in activating the space, increasing visibility, and introducing potential members to the coworking environment. Over the course of the year, it is projected that 31 rentals will generate \$775 in revenue and will contribute to overall awareness and pipeline development.

Cowork Carbondale will begin with an initial base of 6 members from OIED in Month 1, generating \$900 in revenue. Membership growth occurs in quarterly increments. Membership increases to 9 in second quarter, 12 in third quarter, and 15 by fourth quarter. At an estimated rate of \$150 per member per quarter, this results in total annual membership revenue of \$6,300.

Total projected revenue for the first year without the management fee is \$7,075. While the early months show lighter revenue, the model demonstrates increasing momentum as membership grows and rental activity stabilizes.

Overall, Cowork Carbondale's growth strategy emphasizes steady, manageable expansion. By focusing on building strong community perception, through highlighting tenant businesses and success stories, consistent member acquisition, and active increased utilization of the space through rentals, partnerships, tours, and workshops positions Cowork Carbondale as a vibrant center for business and a strong regional economic development asset.

Year One Membership and Conference Room Rental Projections

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Total
Number of Event Rentals	1	2	2	2	3	3	3	3	4	4	3	1	31
1/2 Day Meeting Rental	\$25	\$50	\$50	\$50	\$75	\$75	\$75	\$75	\$100	\$100	\$75	\$25	\$775
Memberships	6			9			12			15			
	\$900			\$1,350			\$1,800			\$2,250			\$6,300
Total Revenue	\$925	\$50	\$50	\$1,400	\$75	\$75	\$1,875	\$75	\$100	\$2,350	\$75	\$25	\$7,075

Year One Overall Revenue and Projections

Financial Proposal/Budget	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Year Total
Revenue													
Quarterly Payment from City	\$ 15,000			\$ 15,000			\$ 15,000			\$ 15,000			\$ 60,000
Memberships	\$ 900			\$ 1,350			\$ 1,800			\$ 2,250			\$ 6,300
Meeting Room Revenue	\$ 25	\$ 50	\$ 50	\$ 50	\$ 75	\$ 75	\$ 75	\$ 75	\$ 100	\$ 100	\$ 75	\$ 25	\$ 775
Dedicated Office Space Rent			\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,000
Total Gross Revenue	\$ 15,925	\$ 50	\$ 350	\$ 16,700	\$ 375	\$ 375	\$ 17,175	\$ 375	\$ 400	\$ 17,650	\$ 375	\$ 325	\$ 67,075
Operating Expenses													
Advertising	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 2,500
Office Supplies	\$ 1,500	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 3,700
Payroll Salary	\$ 1,810	\$ 1,810	\$ 1,810	\$ 1,810	\$ 1,810	\$ 1,810	\$ 1,810	\$ 1,810	\$ 1,810	\$ 1,810	\$ 1,810	\$ 1,810	\$ 21,720
Software/Applications	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 6,000
Printing	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 600
Privacy Booth/Computer	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000
Coffee and Other Consumables	\$ 500	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,700
Marketing/Promotional Products	\$ 750		\$ -	\$ -	\$ -	\$ -	\$ 750		\$ -	\$ -	\$ -	\$ -	\$ 1,500
Total Operating Expense	\$ 18,110	\$ 2,760	\$ 3,010	\$ 3,010	\$ 3,010	\$ 3,010	\$ 3,760	\$ 3,010	\$ 3,010	\$ 3,010	\$ 3,010	\$ 3,010	\$ 51,720
Net Income	\$ (2,185)	\$ (2,710)	\$ (2,660)	\$ 13,690	\$ (2,635)	\$ (2,635)	\$ 13,415	\$ (2,635)	\$ (2,610)	\$ 14,640	\$ (2,635)	\$ (2,685)	\$ 18,355

References

References are included in the form of letters of support from the following:

- Black Chamber of Commerce of Southern Illinois
- First Southern Bank
- Jackson Growth Alliance
- Matthew Baughman, Citizen
- SI Now
- So ILL Veggies, Jamie Perryman



David G. Shirley
For Austin A. Lane
Chancellor, Southern Illinois University

April 21, 2026

Elva Liddell, President
Black Chamber of Commerce of Southern Illinois
PO Box 3811
Carbondale, IL 62901
bccsishopblk618@gmail.com
618 303 3795



Steven Mitchell, Economic Development Director
City of Carbondale
200 South Illinois Avenue
Carbondale, IL 62901
steven.mitchell@carbondaleil.gov
(618) 457-3286

RE: Cowork Carbondale Management & Operations

To Whom It May Concern:

On behalf of The Black Chamber of Commerce of Southern Illinois, I am pleased to provide this letter of support for the application submitted by SIU Office of Innovation and Economic Development for the proposed CoWork Carbondale Space which will be located inside of the Southern Illinois Multi-Modal Station (SIMMS) facility at 401 S Illinois Avenue, Carbondale, Illinois.

The Black Chamber of Commerce of Southern Illinois is familiar with the SIU Office of Innovation and Economic Development and has developed a mutually beneficial working relationship with the organization. We are also aware of the work the organization has accomplished by providing business advisory services since 1985 to 600+ clients annually. We have several of our chamber members who have benefited from these crucial services the organization provides. The mission and values of the SIU Office of Innovation and Economic Development Illinois and The Black Chamber of Commerce of Southern Illinois align in support of our own locally owned businesses in the Southern Illinois region.

Based on our direct knowledge of local conditions for businesses and community needs, we believe this project responds to a real gap in support for local businesses. The proposed project would support entrepreneurship, remote workers, small businesses, and economic development initiatives.

The Black Chamber of Commerce of Southern Illinois strongly supports this application and encourages funding for the management of the CoWork Carbondale Space to be awarded to the SIU Office of Innovation and Economic Development.

Sincerely,

Elva Liddell

Elva Liddell
Black Chamber of Commerce of Southern Illinois
PO Box 3811
Carbondale, IL 62901
bccsishopblk618@gmail.com
618 303 3795

MATT BAUGHMAN

3102 West Kent Drive, Carbondale, Illinois 62901
618-201-0082 mattbaughman71@gmail.com

April 23, 2026

Mr. Steve Mitchell
Economic Development Director
City of Carbondale
200 S. Illinois Ave.
Carbondale, IL 62901

Dear Mr. Mitchell:

I am writing to offer my strong support for the proposal submitted by Southern Illinois University Carbondale's Office of Innovation and Economic Development (OIED) to manage and operate Cowork Carbondale at the Southern Illinois Multi-Modal Station.

Having worked closely with Lynn Andersen, OIED Executive Director, and her team for more than a decade during my time as Chief of Staff to the Chancellor at SIU Carbondale, I have had a front-row seat to the professionalism, effectiveness, and impact of OIED's work. I can say without hesitation that this organization is not only fully capable of delivering on the City's expectations for Cowork Carbondale but is also uniquely qualified to elevate the space into a premier regional asset.

OIED brings decades of experience providing business advisory services through the Illinois Small Business Development Center, serving hundreds of clients annually. They have successfully managed business incubators since 1990, supporting dozens of companies and fostering meaningful job creation. Their leadership in operating coworking and affiliate spaces for more than a decade demonstrates a clear understanding of how to build community, drive utilization, and create value for entrepreneurs, remote workers, and small businesses.

What truly distinguishes OIED is the breadth of resources it can bring to bear. Their integrated portfolio -- including the Small Business Development Center, APEX Accelerator, International Trade Center, Illinois Manufacturing Excellence Center, workforce and career pathway programs, and emerging initiatives such as BioLaunch, iFOOD, and the iFERM Hub -- positions them to connect Cowork Carbondale users directly to expertise, talent, and opportunities that no other local organization can match.

Equally important, OIED has a proven track record of managing facilities, programming, and partnerships in a way that aligns with broader economic development goals. Their existing relationships with SIU faculty, staff, students, and regional stakeholders, including the City of Carbondale and the Carbondale Chamber of Commerce, will allow them to

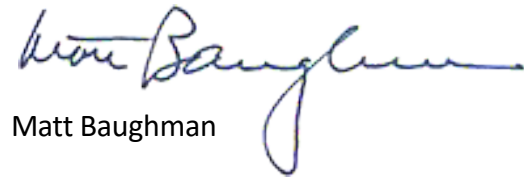
immediately activate the space, increase visibility, and integrate Cowork Carbondale into the region's entrepreneurial ecosystem.

There is no organization better suited to meet, and likely exceed, the City's goals for this project. OIED's experience, capacity, and strategic alignment make it the clear choice to ensure the long-term success and sustainability of Cowork Carbondale.

Since retiring from SIU in 2023, I have remained connected to the university, most notably through continued engagement with Ms. Lindberg and the OIED team. I do so because of the vital role they play in advancing our region and my genuine admiration for the way they approach every project -- with professionalism, intentionality, and a clear focus on delivering meaningful results.

Thank you for your consideration. Please feel free to contact me if I can provide any additional perspective.

Sincerely,



Matt Baughman



First Southern Bank

April 30, 2026

Steven Mitchell, Economic Development Director
City of Carbondale
200 S Illinois Avenue
Carbondale, IL 62901

Dear Steven-

I am pleased to offer First Southern Bank's strong support for Southern Illinois University's (SIU) proposal to manage and operate Cowork Carbondale. The Office of Innovation and Economic Development (OIED) is SIU's primary outreach unit to the region and assuming the operational responsibility of Cowork Carbondale is a logical extension of their mission.

On a day-to-day basis, OIED staff provide business development advisory services and training, work with individuals seeking to improve their employment skills through career pathways training and services, and offer specialized business services in government contracting, international trade, manufacturing, and technology enterprises. OIED staff also manage three buildings with incubator facilities and programs. Their strong track record of supporting emerging over the last 40 years is aligned with the mission of Cowork Carbondale as an economic development asset to Carbondale and Southern Illinois.

By extending the availability of OIED services to the users of Cowork Carbondale, the City and residents will quickly have access to this broad ecosystem of business development, innovation, and community engagement resources.

First Southern Bank is excited to see the opportunities that exist with this expanded partnership with the City of Carbondale and SIU to meet the remote work, entrepreneurship, workforce, and economic development needs of the region.

Thank you.



John Dosier
President and Chief Executive Officer



April 23, 2026

City of Carbondale
Cowork Carbondale Selection Committee
Southern Illinois Multi-Modal Station

To Whom It May Concern:

As Chairman of Jackson Growth Alliance, I am pleased to offer this letter of support for the Southern Illinois University Office of Innovation & Economic Development (OIED) and Research Park as they apply to manage the Cowork Carbondale space at the Southern Illinois Multi-Modal Station. After learning more about their proposal and first hand observations of OIED's long track record of service to our regional economy, I believe OIED is exceptionally well-suited to operate this important community asset.

The Jackson Growth Alliance's mission is to foster economic vitality and opportunity across our region. Cowork Carbondale represents precisely the kind of infrastructure investment that can catalyze entrepreneurship, attract remote workers, and strengthen our local business ecosystem. It is essential that this space be managed by an organization with deep experience, established systems, and genuine commitment to those goals. I believe OIED fits that description in every respect.

Among their qualifications most relevant to this project:

- More than four decades of business advisory services through the Illinois Small Business Development Center at SIU, serving over 600 clients annually—providing a ready network of entrepreneurs and small business owners who would benefit directly from a co-working environment.
- Over 30 years of incubator facility management at Dunn-Richmond, currently supporting 22 businesses and approximately 100 employees—demonstrating the operational maturity and community trust needed to run a shared professional space.
- More than a decade of successfully operating co-working spaces for small businesses and remote professionals, with an additional affiliate space at the new Gower Translational Research Center—giving OIED direct, proven experience in the exact model Cowork Carbondale envisions.

- Day-to-day management of three Research Park buildings plus the Gower Translational Research Center, reflecting substantial capacity to oversee facilities, programming, and tenant relationships simultaneously.
- A comprehensive portfolio of programs under one roof—including the SBDC, APEX Accelerator, International Trade Center, Illinois Manufacturing Excellence Center, Economic Empowerment Center, Career Pathways, BioLaunch, the iFOOD high-tech food incubator, iFERM Hub, and the new CEJA Incubator and Accelerator—enabling rich cross-referral and programming synergies for Cowork Carbondale tenants.

Perhaps most importantly, OIED's role as the connector between regional businesses and SIU's faculty, staff, students, and programs means that Cowork Carbondale tenants would have access to a living innovation ecosystem—not just a desk or a conference room. This is a meaningful differentiator that could make the Carbondale space a genuine regional hub for growth.

As the Jackson Growth Alliance Chairman, I strongly endorses OIED's application and looks forward to partnering with them to ensure Cowork Carbondale fulfills its potential for our community. Please do not hesitate to contact me if you have any questions.

Sincerely,

Brian C. Chapman

Brian C. Chapman, PhD

Chair, Jackson Growth Alliance Board
 Jackson Growth Alliance
 1740 Innovation Drive
 Carbondale IL 62903
[618.453.5427](tel:618.453.5427)



Dear Selection Committee,

I am pleased to offer my strong support for the Office of Innovation and Economic Development (OIED) at Southern Illinois University as the proposed manager of Cowork Carbondale. As a tenant and active user of an OIED-affiliated coworking and business support space, I have directly benefited from OIED's thoughtful approach to managing environments that serve entrepreneurs and small businesses.

The space has consistently provided high-value, practical resources, including professional meeting rooms, shared amenities, and access to business advisors and support services. Beyond these tangible benefits, OIED has cultivated a collaborative atmosphere that encourages peer connection, knowledge sharing, and professional growth—an essential ingredient for sustaining entrepreneurial ecosystems.

Based on my experience, I view Cowork Carbondale as a natural and strategic extension of OIED's existing capabilities. OIED's experience operating similar facilities and delivering entrepreneurship and innovation-focused programming positions the organization well to manage this location effectively and responsibly. I believe Cowork Carbondale, under OIED's leadership, will deliver meaningful and measurable benefits to tenants, particularly those engaged in incubator programs and broader regional economic development initiatives.

Thank you for the opportunity to share my perspective in support of this proposal. I am confident that OIED's management of Cowork Carbondale would advance the objectives outlined in this RFP and provide long-term value to the community it serves.

Sincerely,

/s/ Jamie Perryman, CEO

So ILL Veggies



April 21, 2026

Steven Mitchell
Economic Development Director
City of Carbondale
steven.mitchell@carbondaleil.gov

Dear Mr. Mitchell,

On behalf of SI Now, I am pleased to offer our strong support for Southern Illinois University's Office of Innovation and Economic Development (OIED) in its proposal to manage and operate Cowork Carbondale.

SI Now has long partnered with OIED in advancing entrepreneurship and small business growth across the region. Their mission and proven track record align seamlessly with the City's vision to position Cowork Carbondale as a dynamic, high-impact economic development asset.

OIED brings extensive experience supporting entrepreneurs through the Illinois Small Business Development Center at SIU, serving more than 600 clients annually. Just as importantly, they have decades of success managing incubator and coworking environments, including the Dunn-Richmond incubator and affiliate spaces at the Gower Translational Research Center. These spaces are not only well-managed—they are active hubs of collaboration, innovation, and business growth.

What sets OIED apart is its ability to connect users to a broader ecosystem of resources. Through its portfolio—including the SBDC, APEX Accelerator, International Trade Center, Illinois Manufacturing Excellence Center, workforce programs, and emerging initiatives like BioLaunch, iFOOD, and the iFERM Hub—OIED ensures businesses have access to the expertise and support needed to succeed.

OIED also brings strong operational capacity, managing multiple facilities across the SIU Research Park and delivering consistent programming, outreach, and business support. Their ability to integrate Cowork Carbondale into this larger network will be a significant advantage in driving utilization, engagement, and long-term impact.

SI Now is confident that OIED has the experience, infrastructure, and vision to successfully activate Cowork Carbondale and elevate it as a cornerstone for entrepreneurship, remote work, and economic growth in the region.

Thank you for your consideration and for your continued leadership in supporting innovation in Carbondale.

Sincerely,

Deborah Barnett, Ph.D.
Executive Director

**SI Now
Board of Trustees:**

Deborah Barnett
SI Now Executive Director

Kevin Beckemeyer
Legence Bank

Rodney Cabaness
Black Diamond Harley Davidson

John Dosier
First Southern Bank

Steve Falat
River Radio of Southern Illinois

Dale Fowler
Illinois 59th District

Tony Iriti
Jefferson County Development
Corporation

Austin Lane
Southern Illinois University (SIU)

Lynn Andersen Lindberg
SIU Research Park

Kathy Lively
Man-Tra-Con

Robert J. May
Banterra Bank

Cary Minnis
Greater Egypt Regional Planning
& Development Commission

Mike Monchino
Monchino Management

Will Stephens
City of Murphysboro

Woody Thorne
Southern Illinois Healthcare

Michael Tison
Align Wealth Management

Tom Welge
Gilster-Mary Lee

Patrick Windhorst
Illinois 118th District and
One Shawnee

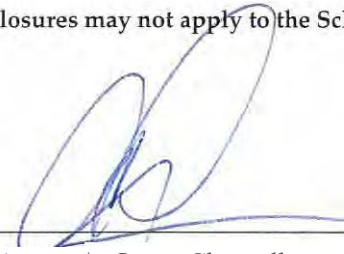
SIU CARBONDALE HOLIDAY SCHEDULE

FY2027

<u>Date of Holiday</u>	<u>Name of Holiday</u>	<u>Day of Week</u>	<u>Explanation</u>
July 3, 2026	Independence Day	Friday	Legal Holiday
September 7, 2026	Labor Day	Monday	Legal Holiday
November 11, 2026	Veterans' Day	Wednesday	Designated Holiday
November 26, 2026	Thanksgiving Day	Thursday	Legal Holiday
November 27, 2026	Thanksgiving Friday	Friday	Designated Holiday
December 24, 2026	Christmas Eve	Thursday	Designated Holiday
December 25, 2026	Christmas Day Holiday	Friday	Legal Holiday
December 28, 2026	Administrative Closure	Monday	Administrative Closure*
December 29, 2026	Administrative Closure	Tuesday	Administrative Closure*
December 30, 2026	Administrative Closure	Wednesday	Administrative Closure*
December 31, 2026	Designated Holiday	Thursday	Designated Holiday
January 1, 2027	New Year's Holiday	Friday	Legal Holiday
January 18, 2027	Martin Luther King Day	Monday	Designated Holiday
May 31, 2027	Memorial Day	Monday	Legal Holiday
June 18, 2027	Juneteenth Observed	Friday	Legal Holiday

Designated holidays and administrative closure days are determined annually by the Chancellor.

*Administrative closures may not apply to the School of Medicine units involved in patient care.



 Ann Lane, Chancellor



 Date

Cowork Carbondale RFP Evaluation Sheet

Proposer Name	SIU OIED
Evaluator Name	Mitchell
Date	5/19/26

Scoring Summary

Category	Max Points	Score
Experience and Qualifications	15	15
Marketing and Outreach Plan	20	19
Ability to Increase Occupancy and Revenue	20	18
Programming Approach	10	10
Operational Capacity and Staffing	15	14
Financial Proposal	10	9
Alignment with City Economic Development Goals	10	10
Total Score	100	95

Experience and Qualifications

Notes: Their experience is directly relevant - they operate multiple entrepreneurship and innovation facilities, including Dunn-Richmond, One Enterprise Place, Gower Translational Research Center, and One Innovation Place, and they specifically cite experience with coworking, affiliate memberships, private offices, meeting rooms, laboratories, and incubator programming.

Marketing and Outreach Plan

Notes: Supported by SIU Communications/Marketing Unit. Leverages SBDC clients, provide targeted social media coverage, as well as a website. Will coordinate with City's social media efforts. They identify target audiences, commit to approximately five social media posts per week, allocate \$4,000 toward social media and promotional activity, coordinate with SIU communications, and include a month-by-month tour schedule with named organizations.

Occupancy and Revenue Strategy

Notes: Coworking fee - \$150/quarter. Dunn-Richmond affiliates and coworkers will have access to facility. Proposal demonstrates a strong pipeline development opportunity through

integration with SBDC clients, university-affiliated entrepreneurs, and existing incubator networks..

Programming Approach

Notes: The programming plan is excellent. They provide a full 12-month sample schedule, including “Starting Your Business in Illinois,” “Know Your Numbers,” “Sales Strategy 101,” AI tools, government contracting, exporting, and standard operating procedures. This is exactly the kind of programming Cowork Carbondale needs.

Operations and Staffing

Notes: The 90-day startup plan is detailed and includes City/OIED kickoff, tours, partner outreach, staff hiring, intake processes, KPI tracking, access/security coordination, and launch marketing. My only concern is that the dedicated staff member is not in place on day one and is expected within the first 60 days. That is not a dealbreaker, but it is worth clarifying.

Financial Proposal

Notes: Solid, will use a portion of the management fee to purchase a “privacy pod”. Year One revenue projects show operating expenses exceed income, The proposal indicates Year One operating expenses may exceed projected earned revenue. Clarification may be needed regarding OIED’s approach to covering potential operating shortfalls.

Alignment with City Goals

Notes: The proposal demonstrates strong alignment with the City’s goals related to entrepreneurship support, innovation, workforce development, and regional economic development collaboration

Red Flags (check any)

- ☐ Vague marketing language
- ☐ No clear occupancy strategy
- ☐ No dedicated staff person
- ☐ Overly reliant on partnerships without execution plan
- ☐ Unrealistic financial assumptions
- ☐ Weak or generic proposal

Overall Assessment

Top strengths:

1. Best-in-class experience and institutional capacity.
2. Strong integration with SBDC, APEX, incubator, university, and regional economic development networks.
3. Detailed marketing, tour, programming, and startup plans.
4. Strong metrics and performance tracking culture.
5. Willingness to invest in needed facility improvements, especially the privacy pod.

Top concerns:

1. Revenue projections are modest.
2. Dedicated staffing does not appear to be immediate.
3. Heavy institutional structure could slow small operational decisions unless authority is clearly delegated.

Final Recommendation

☒ Highly Recommend

☐ Recommend

☐ Neutral

☐ Do Not Recommend

Confidence in Operator's Ability to Succeed:

☒ High

☐ Medium

☐ Low

Optional Interview Score

Score (0–20): _____

Notes: NA

PROPOSAL SUBMISSION

Cowork Carbondale Management & Operations

Submitted By: The Carbondale Chamber of Commerce

Submission Deadline: 5:00 PM Central, April 30, 2026

1. Organizational Background and Relevant Experience

Organizational Overview

The Carbondale Chamber of Commerce is a voluntary organization established in 1928, dedicated to promoting the community's civic, commercial, and industrial progress. Our mission centers on supporting and growing the Carbondale business community.

Relevant Experience

While the Carbondale Chamber of Commerce has no direct experience in managing dedicated coworking spaces, our core competencies align perfectly with the strategic goals of this RFP:

- **Economic Development & Networking:** We excel at supporting economic development through extensive networking and promoting business-to-business connections.
- **Business Support:** We specialize in helping businesses navigate the intricacies of running a business, providing resources that will be essential to Cowork Carbondale's target users (startups, freelancers, and small businesses).
- **Success Metrics:** Our past achievements are demonstrated by successful membership growth, high-attendance events, and fostering a robust ecosystem critical for integrating Cowork Carbondale into the regional economic development environment.

2. Management and Staffing Plan

The Chamber proposes a shared management model leveraging existing organizational strength and dedicated, focused operational support.

- **Dedicated Staff:** We will hire a new Part-Time (PT) staff member who possesses relevant experience in office administration and marketing to handle the day-to-day operations of the coworking space. This person will maintain roughly **20 hours on-site** per week, ensuring regular presence and facility oversight, while satisfying the requirement for consistent on-site management.
- **Operational Accountability:** The PT staff member, along with supervision and support from two existing full-time Chamber staff members, will form the core operational team. This team will ensure the space is accessible, clean, and fully stocked.
- **Facility Operations Strategy:**
 - **Site Visits and Cleanliness:** The team will manage the required minimum of twice-daily site visits (Monday through Friday) to maintain a professional, clean, and organized condition. Staff members will work out of the coworking space.

- **User Support and Emergency Contact:** Customer service and user support will be handled by the on-site PT staff member during operational hours. Important after-hours emergency contact information will be relayed to all members and users during client onboarding.
- **System Management:** We will explore and implement a dedicated booking software solution, such as **Desk.ie or Spacebring**, to manage access control, maintain booking and reservation systems, and handle fee collection.

3. Detailed 90-Day Startup Plan

The initial 90 days will focus on facility activation, internal adoption, and generating lead volume.

Activity	Description	RFP Section Addressed
Initial Marketing Activities	A comprehensive marketing plan will be delivered to the City within 90 days of agreement execution. In the interim, immediate efforts will build visibility and interest by leveraging existing Chamber platforms: events, a 35% open-rate email list, social media, and digital billboards. A coworking space run by a private entity allows for more flexible and immediate social media engagement. Initial marketing will highlight the space's versatility through Chamber-led use while emphasizing its prime location.	B. Marketing and Outreach
Outreach Targets	Targeted outreach will be directed toward specific, high-potential groups: existing Chamber members, Southern Illinois University (SIU) Staff, faculty, and students, Southern Illinois Healthcare (SIH), and the general business community.	B. Marketing and Outreach
Pricing Strategy & Collection	The initial pricing structure for open coworking will be set at \$75 a month , consistent with existing local market rates. Private office and conference room pricing will be developed for City approval. Fee collection will be handled directly through the integrated payment portals within the chosen booking software.	D. Revenue and Membership Management

Early Programming & Tours	The Chamber will host multiple after-hours events inviting partners and the business community to tour the location. We will consolidate routine Chamber events and meetings into the Cowork Carbondale space, ensuring a consistent rotation of business and community members are exposed to the facility. This consolidation will serve to fulfill the minimum requirement of two scheduled tours per month.	C. Programming & Community Development, B. Marketing and Outreach
Lead Generation & Follow-up	Leads will be generated via email blasts (to our list of over 3,000 people), social media, and outreach at business networking events. The booking software will serve as the CRM, accepting leads and inquiries, and tracking dates for follow-ups and conversions. This data will be exported and provided for reporting purposes.	E. Performance Metrics and Reporting

4. Programming Plan

The Chamber will provide regular programming, meeting the minimum requirement of one event per month, by integrating existing and new activities into the facility.

- **Programming Focus:** The conference room and space will be utilized to host high-value activities, including:
 - **Industry Roundtables:** Focused discussions relevant to specific sectors (e.g., tech, small manufacturing, professional services).
 - **Existing Chamber Events:** Networking mixers and business development seminars that are already a staple of Chamber programming.
 - **High-Value Workshops:** Hosting "Lunch & Learns" focusing on topics such as "Tax Strategies for Freelancers," "AI for Small Business," or access to capital.
- **Community Building:** The consistent rotation of Chamber events and targeted programming will foster a collaborative environment. We will position the space as a primary hub for professional growth, supporting entrepreneurship and small business growth.
- **Partnership Integration:** We already maintain strong working relationships with key organizations, including **Southern Illinois University (SIU), the Small Business Development Center (SBDC), and Southern Illinois Healthcare (SIH)**. We will leverage these partnerships to spread the word, co-host events, and utilize their expertise in programming, effectively integrating Cowork Carbondale into the economic development ecosystem.

5. Performance Strategy

Our strategy is designed to aggressively target and surpass the minimum 12-month performance expectations set forth in the RFP.

Performance Element	Strategy for Achievement
Achieving Minimum Membership (5 active members within 6 months)	Conversion Strategy: We will move beyond general marketing to execute targeted conversion actions: 1) "Try Before You Buy"—offer targeted "Free Friday" Passes and a "Founder's Circle Incentive" (e.g., "First 5" discount) to create urgency. 2) Direct Sales—mine the Chamber's database for home-based businesses and solopreneurs for one-on-one "coffee tours." 3) Anchor Programming—ensure high-value workshops (free for members, fee for non-members) drive conversions. 4) Tactical Funnel—implement a 3-step follow-up sequence (Email → Phone Call → Special Offer) for leads who do not sign up within 48 hours of a tour. 5) Corporate Bundles—approach local employers with remote staff to purchase small, bundled memberships.
Marketing & Visibility (Minimum 3–5 social media posts/week, 2 tours/month)	The 90-day plan ensures a comprehensive marketing strategy is submitted. Consistent digital content, featuring in <i>Carbondale Connections Magazine</i>, and using the Chamber's 3,000+ subscriber email list guarantees visibility. Consolidating Chamber events at the space provides a consistent pipeline for tours and direct exposure to the business community, exceeding the minimum two scheduled tours per month.
Reporting & Metrics	The implemented booking software will serve as the engine for all required reporting. We will provide quarterly reports to the City, including the detailed lead pipeline report (leads generated, tours conducted, conversion rates, and active prospects), along with unique users, occupancy rates, and revenue generated, in line with the RFP requirements.
Strategic Growth	The Chamber's existing role as an economic development advocate uniquely positions us to increase occupancy over time, improve community perception of the space, and identify future capital or operational improvements needed to position Cowork Carbondale as a regional economic development asset.

6. Financial Proposal

Element	Detail
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Compensation Structure The Carbondale Chamber of Commerce **agrees to the City's anticipated \$60,000 annual management fee**, paid quarterly. The Chamber will retain all user-generated revenue from coworking fees, private office rentals, and conference room usage.

Contractor Operating Expenses (Estimated Monthly Budget) The following costs are the responsibility of the Contractor. This budget **does not** include indirect cost rates established with the federal and/or state government.

Category	Estimated Monthly Cost (Low)	Estimated Monthly Cost (High)
Staffing (20 Hours/Week Operations)	\$1,665	\$1,850
Coworking Software (Desk.ie/Spacebring)	\$100	\$200
Coffee & Snacks	\$300	\$450
Paper & Consumables	\$100	\$150
TOTAL	\$2,165	\$2,650

Cowork Carbondale RFP Evaluation Sheet

Proposer Name	Carbondale Chamber of Commerce
Evaluator Name	Mitchell
Date	5/21/2026

Scoring Summary

Category	Max Points	Score
Experience and Qualifications	15	10
Marketing and Outreach Plan	20	17
Ability to Increase Occupancy and Revenue	20	16
Programming Approach	10	8
Operational Capacity and Staffing	15	11
Financial Proposal	10	8
Alignment with City Economic Development Goals	10	9
Total Score	100	79

Experience and Qualifications

Notes: The Chamber appropriately acknowledges it does not have direct coworking management experience.

However, the Chamber does possess:

- longstanding organizational infrastructure
- event/program management experience
- business support experience
- membership management systems
- economic development relationships
- operational continuity

The score reflects that there is no demonstrated experience actually operating flexible workspace environments or incubation programs.

Marketing and Outreach Plan

Notes: The Chamber leverages:

- a 3,000+ contact email database
- existing Chamber events
- social media
- digital billboards
- Carbondale Connections Magazine
- business relationships
- direct outreach strategies

Importantly, the proposal discusses:

- lead funnels
- conversion sequences
- direct sales outreach
- promotional incentives
- corporate bundles
- CRM tracking

The proposal's 'Email → Phone Call → Special Offer' follow-up strategy demonstrates an understanding of sales conversion mechanics.

Occupancy and Revenue Strategy

Notes: The proposal is realistic and reasonably credible.

Strengths:

- targeted prospect categories
- conversion strategy
- free trial incentives
- bundled memberships
- direct outreach to remote workers and home-based businesses
- measurable reporting structure

The Chamber also demonstrates awareness that occupancy growth requires active cultivation, not passive availability.

Areas where additional detail would have strengthened the proposal include:

- projections are not heavily quantified

- there is limited discussion of retention strategy
- there is no demonstrated history operating subscription-based workspace models

Still, this section is one of the stronger parts of the proposal.

Programming Approach

Notes: This section is credible and practical.

The Chamber proposes:

- roundtables
- networking mixers
- lunch-and-learns
- AI workshops
- tax strategy workshops
- business development seminars

These are things the Chamber already knows how to organize.

The integration with SIU, SBDC, and SIH partnerships is also a meaningful strength.

This score was slightly lower because the proposal relies heavily on adapting existing Chamber programming rather than creating a coworking-centered innovation ecosystem.

Operations and Staffing

Notes: This section is reasonably strong but has some limitations.

Positives:

- identifies dedicated part-time staff
- commits to approximately 20 hours onsite weekly
- proposes shared oversight from existing Chamber staff
- discusses booking software
- addresses access control and customer support

Concerns:

- shared-management models sometimes dilute accountability
- unclear whether Chamber staff bandwidth is sufficient long-term
- no discussion of backup staffing if part-time position turns over

Still, this is operationally credible.

Financial Proposal

Notes: This section is straightforward and generally realistic.

The Chamber:

- accepts the City's compensation structure
- identifies estimated monthly operating expenses
- includes staffing assumptions
- proposes recognized coworking software platforms

The financial model is modest and practical.

What was missing:

- more detail on revenue assumptions
- clearer sustainability projections
- contingency planning if membership growth lags

But overall this is competent.

Alignment with City Goals

Notes: This is one of the proposal's strongest attributes.

The Chamber's mission naturally aligns with:

- business growth
- entrepreneurship
- networking
- downtown/business community activation
- regional economic development partnerships

This proposal offers a strong direct integration with the existing business community.

Red Flags (check any)

- ☐ Vague marketing language
- ☐ No clear occupancy strategy
- ☐ No dedicated staff person
- ☐ Overly reliant on partnerships without execution plan

☐ Unrealistic financial assumptions

☐ Weak or generic proposal

Overall Assessment

Top strengths:

1. Strong business community relationships
2. Credible operational structure
3. Sophisticated marketing and outreach relative to local nonprofit standards
4. Strong lead generation and conversion thinking
5. Good alignment with City economic development goals

Top concerns:

1. No direct coworking or incubator operating experience
2. Shared management structure could dilute accountability
3. Staffing level may be somewhat lean for aggressive growth expectations
4. Programming may feel more “Chamber event space” than innovation hub unless intentionally curated

Final Recommendation

☐ Highly Recommend

☒ Recommend

☐ Neutral

☐ Do Not Recommend

Confidence in Operator’s Ability to Succeed:

☐ High

☒ Medium

☐ Low

Optional Interview Score

Score (0–20): _____

Notes: NA

Dear Mr. Mitchell and Members of the City Council,

Carbondale Main Street (CMS) is pleased to submit our proposal to continue the management and operation of Cowork Carbondale at the Southern Illinois Multi-Modal Station (SIMMS).

As the organization that helped plan, launch, and currently operate Cowork Carbondale, CMS brings direct operational experience, established systems, and strong community relationships. Over the past year, we have activated the space, developed initial usage, and identified key opportunities for growth. This proposal outlines our plan to build on that foundation and transition the facility into a fully utilized, high impact coworking hub.

CMS is requesting continuation of the current \$60,000 annual management fee with no increase. Our approach introduces a dedicated part-time Coworking Coordinator, expanded marketing and outreach efforts, and increased programming designed to drive occupancy, revenue, and community engagement. Supported by our adjacent downtown office and existing staff capacity, this model ensures consistent oversight, rapid response, and operational efficiency.

Under this structure, CMS will retain all user-generated revenue, aligning our incentives with the City's goals while maintaining no additional operating cost to the City of Carbondale.

We value our partnership with the City and are committed to positioning Cowork Carbondale as a key economic development asset that supports entrepreneurs, remote workers, and small businesses while strengthening downtown activity.

Thank you for your consideration.



Sincerely,
E'seanti Johnson
Interim Executive Director
Carbondale Main Street

Executive Summary

Carbondale Main Street (CMS) proposes to continue and expand its management of Cowork Carbondale, located within the Southern Illinois Multi-Modal Station (SIMMS), under a \$60,000 annual management agreement.

As the organization that helped plan, launch, and currently operates Cowork Carbondale, CMS brings direct operational experience of the space and established community partnerships. We are uniquely positioned to transition the space from startup to sustained growth with measurable increases in occupancy, revenue, and community impact.

Our proposal centers on three priorities:

- Delivering consistent, professional customer-focused operations while positioning the space as a visible downtown asset to the community.
- Increasing occupancy and revenue through proactive marketing and outreach
- Expanding community-centered programming that invites both members and the broader public into the space, increasing visibility, accessibility, and engagement

CMS proposes to implement a dedicated half-time Coworking Coordinator supported by existing staff, ensuring consistent on-site presence, expanded programming, and aggressive outreach.

CMS will position Cowork Carbondale not only as a workspace, but as a community hub that connects entrepreneurs, remote workers, students, and local businesses, reinforcing its role as an active and accessible downtown asset.

CMS proposes to retain all user-generated revenue, creating a performance-driven structure that aligns incentives with City goals at no additional cost.

Organizational Background & Relevant Experience

Carbondale Main Street (CMS) is a nonprofit organization affiliated with Main Street America, utilizing the Four-Point Approach (Economic Vitality, Design, Promotion, and Organization) since 1989 to support small businesses and strengthen downtown Carbondale. For more than three decades, CMS has contributed to the revitalization of downtown through business support, public programming, and strategic partnerships.

CMS's mission is to enhance and promote the economic and social vitality of downtown Carbondale through the cultivation of a high-quality environment that attracts businesses, residents, and visitors. This work has resulted in strong relationships with local businesses, entrepreneurs, and community organizations.

CMS specializes in small business support, downtown activation, and community-based economic development. Through placemaking and strategic initiatives, including events, promotions, and business engagement, CMS has developed an approach that aligns with the operation of a professionally managed, accessible, and community-centered coworking space.

This background positions CMS to effectively operate Cowork Carbondale as both a functional workspace and a community hub that supports entrepreneurship and contributes to the vitality of downtown Carbondale.

Direct Cowork Carbondale Experience

CMS led:

- Market research and coworking benchmarking.
- Pricing and policy development.
- Space activation and setup.
- Marketing launch and outreach campaigns.
- Ongoing daily operations and user support.

Results Since Opening (August 2025)

- 30 unique users joined the Proximity administrative site.
- Managed 73+ conference room bookings.
- Multiple open houses and community events.
- First tenant secured (CDM Smith).

Management and Staffing Plan

CMS will provide full-service management of Cowork Carbondale through a hybrid staffing model.

Dedicated Position

Cowork Coordinator (Part-Time, 20 hours/week)

- Daily facility oversight and twice-daily site visits.
- Maintaining supplies and cleanliness.
- Customer service and user onboarding.
- Tour scheduling and lead follow-up.
- Event planning and execution.
- Marketing implementation and content creation.
- After-hours support.

Organizational Support

- CMS Executive Director: Strategic oversight and reporting.
- CMS staff: Administrative, marketing, and event support.
- Adjacent office location enables rapid response and consistent presence.

This model ensures accountability, consistency, and scalability while maintaining cost efficiency.

Membership/ Pricing Strategy

The current membership structure includes:

- 1 free hour of use of the conference room.
- Free Wi-Fi
- On-call support
- unlimited snacks & coffee/tea
- Free printing and copying
- Full use of the open Cowork Space.

Private Offices:

Large Office- \$400/month

Small Office- \$350 (Currently occupied by CDM Smith)

Membership:

Monthly- \$75

Conference Room Rental:

Non-members-\$50 per hour

Members- \$10 per hour

Carbondale Main Street is currently working with the City to install updated access, that doesn't require a key card for easier access of the space. Once completed our new membership structure will also include:

Weekly- \$50

Daily- \$25

Hourly- \$15

Southern Illinois University(SIU) Student membership will be half off, which will include Conference room rental at membership price.

90– Day Startup Plan

Days 1–30

- Hire a part-time Cowork Carbondale Coordinator.
- Establish a new branded social media presence for Cowork Carbondale.
- Install enhanced exterior signage and wayfinding.
- Implement updated user access systems to enable hourly, daily, and weekly memberships.
- Continue outreach to community partners like Carbondale Chamber of Commerce and the SBDC to initiate marketing and programming partnerships.
- Conduct one networking event and two tours.
- Implement full pricing structure.

Days 31–60

- Maintain consistent social media activity (3–5 posts per week).
- Promote new hourly, daily, and weekly access options enabled by updated user access systems.
- Launch coordinated email outreach with partners.
- Host two programming events, and two tours.
- Generate 5-10 new leads per month.

Days 61–90

- Evaluate lead conversion and adjust strategy.
- Expand partnerships and co-hosted programming.
- Promote pricing tiers through targeted marketing campaigns and tours to increase accessibility and conversion.
- Maintain an active pipeline of prospective users.

Marketing & Outreach Strategy

CMS will implement a structured marketing approach focused on increasing awareness, generating leads, and converting visitors into members.

Community Visibility Strategy

Cowork Carbondale will be promoted as an accessible, community-oriented space. Public programming, open houses, and partnerships will serve as primary entry points for new users.

Target Audiences:

- Remote workers and freelancers
- Entrepreneurs and startups
- Southern Illinois University faculty, staff, and students
- Community members seeking flexible workspace
- Remote workers & travelers on the Amtrak.

Marketing Avenues:

- Social media: Facebook & Instagram, LinkedIn
- Signage: flyers, on-site visibility, tabling at community events
- Email: Use business focused email distribution lists.
- Partners: co-promote events, and offerings.
- Traditional: The Times & WSIU radio.

Lead Development Approach

1. Awareness: Social media, signage, partnerships, and community events
2. Interest: Online presence and informational outreach
3. Engagement: Tours, events, and trial experiences
4. Conversion: Membership offerings and follow-up communication

Transit-Oriented Outreach (Amtrak Users)

CMS will leverage Cowork Carbondale's location within the Southern Illinois Multi-Modal Station by targeting daily and visiting train passengers as a unique user segment. This includes:

- Marketing flexible hourly and daily workspace options to travelers and remote workers arriving via Amtrak
- Coordinating with station visibility opportunities and potential partnerships to increase awareness among passengers
- Promoting the space as a convenient, professional workspace for individuals with layovers, delayed connections, or work needs while traveling

This transit-oriented approach will expand the user base beyond traditional coworking members and capture demand from individuals already passing through the facility.

Performance Targets

- 5-10 new leads per month
- 2-3 tours per month with 20–50% conversion rate

Programming Plan

Programming will support utilization, retention, and community engagement. CMS will center Cowork Carbondale as a community-centered and inclusive space that welcomes both new members and the broader public.

Community Focused Approach

Programming will intentionally extend beyond coworking members to:

Invite broader community participation.

Strengthen connections between entrepreneurs, residents, and downtown businesses.

Increase visibility and accessibility of the space.

Monthly Commitment

- Minimum of one event per month (target: two or more)

Programming Types

- Networking events(Main Street Mixers open to the public).
- Business development workshops in partnership with SBDC and local experts.
- Entrepreneur and freelancer meetups.
- Community-oriented events and open workdays (creative gatherings, pop-ups, themed workdays).
- Quarterly Free Work Days.

Community Integration

Cross promotion with downtown businesses and events.

Collaboration with SIU departments and student organizations.

Outcomes

Increased foot traffic into the space.

Stronger sense of community ownership and accessibility.

Lead generation through public facing events.

Member retention through engagement.

Performance Strategy

Carbondale Main Street will monitor and report performance metrics aligned with City expectations.

Metrics

- Membership and user counts
- Occupancy rates
- Revenue
- Leads, tours, and conversions
- Event participation
- Marketing engagement

Reporting

- Monthly internal review
- Quarterly reports to the City
- Ongoing adjustments based on performance data

Financial Proposal

Management Fee: \$60,000 annually (no increase requested), Carbondale Main Street proposes to retain all user-generated revenue. Resulting in no additional cost burden to the City of Carbondale. This structure also incentivizes CMS to increase occupancy and usage.

Expenses	
Item	Amount
Part-Time Cowork Coordinator	\$32,000
Admin	\$5,000
Proximity (Admin. Program)	\$5,844
Marketing	\$3,500
Programming	\$8,000
Supplies	\$3,000
TOTAL	58,344

Conclusion

Carbondale Main Street is prepared to deliver a fully managed, community-centered coworking space that supports small businesses, strengthens downtown, and increases utilization of the SIMMS facility.

With demonstrated experience, a structured growth strategy, and strong community integration, CMS is prepared to increase utilization, strengthen programming, and position Cowork Carbondale as another asset in downtown Carbondale.

We appreciate the City's consideration of this proposal and the opportunity to support Cowork Carbondale's next phase.

References

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Cowork Carbondale RFP Evaluation Sheet

Proposer Name	Carbondale Main Street
Evaluator Name	Mitchell
Date	5/21/2026

Scoring Summary

Category	Max Points	Score
Experience and Qualifications	15	12
Marketing and Outreach Plan	20	15
Ability to Increase Occupancy and Revenue	20	14
Programming Approach	10	8
Operational Capacity and Staffing	15	11
Financial Proposal	10	7
Alignment with City Economic Development Goals	10	9
Total Score	100	76

Experience and Qualifications

Notes: CMS possesses direct operational experience managing Cowork Carbondale, including participation in the launch, pricing development, marketing, user support, and daily operations of the facility. The proposal also identifies experience with conference room bookings, tenant recruitment, and community programming.

In addition to direct facility experience, CMS brings longstanding experience in downtown revitalization, placemaking, small business support, and community-based economic development.

The score reflects that while CMS has direct operational experience with the facility, measurable occupancy growth and utilization to date have remained modest relative to the long-term goals outlined in the RFP.

Marketing and Outreach Plan

Notes: The proposal includes a structured outreach and marketing strategy targeting:

- remote workers and freelancers
- entrepreneurs and startups
- SIU faculty, staff, and students
- Amtrak travelers
- community members seeking flexible workspace

Marketing avenues include:

- social media
- email outreach
- signage and flyers
- community partnerships
- traditional media
- community events and tabling

The proposal also outlines:

- a lead development process
- social media activity goals
- tour goals
- lead generation targets
- transit-oriented marketing opportunities tied to the SIMMS location

Concerns:

- marketing metrics and conversion strategies are less detailed than some competing proposals.
- proposal would benefit from additional detail regarding how proposed marketing efforts will substantially improve utilization beyond current performance levels

Occupancy and Revenue Strategy

Notes: CMS proposes:

- expanded hourly, daily, weekly, and monthly membership options
- updated access systems
- student discounts
- lead-generation goals
- tour conversion targets

- expanded public-facing programming intended to increase utilization

The proposal demonstrates practical familiarity with the facility and identifies multiple strategies intended to improve accessibility and occupancy.

Concerns:

- proposal does not include detailed long-term occupancy projections or revenue forecasting
- measurable utilization growth to date has remained limited
- proposal would benefit from additional detail regarding member retention strategies and long-term financial sustainability assumptions

Programming Approach

Notes: The proposal outlines a community-centered programming model that includes:

- networking events
- business development workshops
- entrepreneur and freelancer meetups
- public workdays
- community-oriented programming
- partnerships with SBDC and local organizations

The proposal aligns well with downtown activation and community engagement goals.

Strengths include:

- emphasis on public accessibility
- integration with downtown businesses
- partnerships with local organizations
- focus on entrepreneurship and small business support

The score reflects that while the programming plan is solid and community-oriented, several programming concepts identified in the proposal would require significant future implementation and expansion to achieve the utilization goals outlined in the RFP.

Operations and Staffing

CMS proposes a hybrid staffing structure that includes:

- a dedicated part-time Cowork Coordinator
- support from existing CMS staff

- strategic oversight from the Executive Director
- twice-daily site visits
- customer support
- event coordination
- marketing implementation

The organization's adjacent downtown office location provides operational convenience and responsiveness.

Concerns:

- staffing structure remains relatively lean relative to long-term growth expectations
- proposal does not provide significant detail regarding backup staffing or operational continuity should staffing turnover occur
- proposal would benefit from additional detail regarding scalability as utilization increases

Financial Proposal

Notes: The proposal includes:

- continuation of the current \$60,000 annual management fee
- a line-item operating budget
- dedicated allocations for staffing, programming, marketing, and supplies
- retention of user-generated revenue

The proposal demonstrates an effort to dedicate increased resources toward marketing and programming activities.

Concerns:

- proposal does not include detailed revenue projections or financial contingency planning
- administrative cost allocations remain somewhat general
- proposal would benefit from additional detail regarding long-term financial sustainability assumptions

Alignment with City Goals

Notes: This is one of the proposal's strongest areas.

CMS's mission and organizational structure align closely with:

- downtown activation
- entrepreneurship support
- placemaking
- community engagement
- small business development
- public programming

The proposal positions Cowork Carbondale as both a workspace and a community-centered downtown asset.

Red Flags (check any)

- ☐ Vague marketing language
- ☐ No clear occupancy strategy
- ☐ No dedicated staff person
- ☐ Overly reliant on partnerships without execution plan
- ☐ Unrealistic financial assumptions
- ☐ Weak or generic proposal

Overall Assessment

Top strengths:

1. Direct operational experience with Cowork Carbondale
2. Strong alignment with downtown and community development goals
3. Familiarity with facility operations and user needs
4. Expanded outreach and programming strategies
5. Strong integration with community-based economic development efforts

Top concerns:

1. Measurable occupancy growth and utilization to date have remained modest
2. Staffing structure remains relatively lean relative to growth expectations
3. Proposal would benefit from additional detail regarding long-term financial sustainability and occupancy projections
4. Several proposed improvements rely on future implementation and expanded programming efforts

Final Recommendation

☐ Highly Recommend

☒ Recommend

☐ Neutral

☐ Do Not Recommend

Confidence in Operator's Ability to Succeed:

☐ High

☒ Medium

☐ Low

Optional Interview Score

Score (0–20): _____

Notes: NA

4/29/2026

Dear Mr. Mitchell,

My name is Roberta, though I most often go by Robyn. I am a dedicated professional who thrives in collaborative team environments and when working independently. Currently, I hold a leadership position at Amtrak, where I constantly engage with the public and utilize my communication skills to ensure a positive experience for each passenger.

In addition to my work in transportation, I manage a business as a travel agent, where I have gained experience in digital marketing and social media management through the oversight of dedicated Facebook pages. I am a highly motivated individual who sets ambitious goals and maintains a steadfast commitment to personal and professional excellence. My diverse background has equipped me with a unique blend of leadership, customer service, and marketing experience.

Please see my attached plan of action and consider me for your Co-Working Management and Operations Team. References on next page.

Thank you for your time.

Sincerely,

Roberta "Robyn" Ramsey

Professional References

Scott Cook

Personal Reference

Phone: 618-697-0318

Todd Basler

Personal Reference

Phone: 618-614-8630

Dawn Gray

Personal Reference

Phone: 903-803-4618

Matt Wilkinson

Supervisor, Amtrak

Phone: 816-349-2675

Alex Rodriguez

Supervisor, Amtrak

Phone: 312-254-7438

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 618-697-6781



SCAN TO
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OR SCHEDULE A TOUR!



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Phase 1

VISION

To create an affordable, community-driven co-working hub. While contributing to local economic development. A Co-Working hub should be a place where ideas collide, businesses grow and people enjoy showing up.

INITIAL MARKETING ACTIVITIES (FIRST 90 DAYS)

- Affordable Professional Workspace
- Entrepreneur Support Hub
- Community Collaboration Center
- Platforms such as Google & Co-Working directories
- Follow Up with all Leads

MESSAGING THEMES

- Work-Connect-Grow
- Affordable Space for Big Ideas
- Where Entrepreneurs Can Build

WEBSITE & LANDING PAGE

- Membership Sign Up Portal
- Virtual Tours & Photos
- Highlight Amenities Included in the \$75.00 Membership's
- Showcase \$400.00 Private Office Options
- Include Testimonials & FAQ

SOCIAL MEDIA STRATEGY

- Facebook Groups for Local Business Owners
- Instagram for Visual Storytelling
- LinkedIn for Professionals & Entrepreneurs
- TikTok for Visual Storytelling
- Feature members on Facebook "Member Spotlight"

CONTENT MIX

- Member Spotlights
- Entrepreneur Tips • Space Tours
- Event Promotions
- A Day in the Coworking Life Reels

LOCAL PROMOTIONS

- Chamber of Commerce Partnerships
- Flyers Distributed to Coffee Shops, Libraries, Colleges, and Local Businesses
- Outreach to Business Incubators
- Press Release to Local Media
- Host an Open House
- Offer Tours

LAUNCH INCENTATIVES

- First Month \$50.00 Founding Member Rate
- “Bring a Friend” Referral Bonus
- First Week Free Trail Pass
- Cooperate Packages for remote teams

PHASE 2

Outreach Targets-Primary Targets to Reach Out to:

- Employees

- Remote Corporate Workers
- Consultants

Message Example

“Escape Working from the Kitchen Table”

FREELANCER TARGET

- Designers
- Writers
- Developers
- Creators
- Virtual Assistants

Pitch Example

- Professional Space and Collaboration Opportunities
- Fill the space, build the vibe-Grow the impact

SMALL BUSINESS & START UPS

Build Relationships with:

- Small Business Administration Resource Partners

- Local Economic Development Groups
- Universities/ Community Colleges
- Work Force Agencies

PHASE 3

Pricing Strategy

\$75.00 Monthly Membership Includes:

- Workspace Access
- Printing/Scanning/Copying
- Wi-Fi
- Coffee and Snacks
- Meeting Room Hours
- Networking Events
- Business Workshops
- Free Conference Room (Scheduled)
- Flexible Seating
- Key Card Accessible
- Local Transit
- Close Dining

- Chill Out Area
- Furnished Offices
- Short Term Options
- Brand New Building

Affordable Alternative to Traditional Office Overhead

Private Offices

- \$400.00 Monthly
- Dedicated Office
- Mail/ Business Address
- Conference Room Access
- Added Privacy

Potential Upsells- Additional Revenue

- Weekly Rates
- Conference Room Rentals
- Event Space Rental

PHASE 4

Early Programming

“Programming turns a workspace into a magnet”

Monthly Programming Ideas

- Entrepreneur Meet-Ups
- Coffee & Connections Mornings
- Member Mixers

Workshop Topics

- Marketing Basics
- AI Tools For Business
- Branding Clinics
- Funding Readiness

Small Business Support

- Mentor Office Hours
- Pitch Night's
- Business Resource Days

Community Events

- Pop Up Markets
- Start Up Showcase Nights

- Freelance Fridays
- Mini Skills Offered

GOAL: At least 2 Events a Month

PHASE 5

GENERATION STRATEGY

Generate Awareness Through:

- Social Ads
- Partnerships
- Referral Campaigns
- Community Events
- Free Workshops

Capture Leads With

- Free Day Passes
- Build Email list
- Monthly Newsletter
- Interest Waitlist

- Downloadable “Entrepreneur Resource Guide”

Covert Through

- Tours
- Trial Memberships
- Discovery Calls
- Limited-Time Offers

LEAD GOAL TARGETS (First 6 Months)

- 12 Leads a Month
- 2 New Members a Month
- 2 Private Office Tenants
- 8 Touring Prospects Month

REVENUE TARGETS (Year 1)

- 50 Co-Working Members $50 \times 75 = \$3750.00$ Month
- 2 Private Offices $2 \times 400 = \$800.00$ Month
- Projected Monthly Base Revenue \$4550.00
- Various Event/Ancillary Revenue

TIMELINE

Month 1

- Website
- Launch Marketing

Month 2

- Open House
- Member Outreach

Month 3

- Referral Campaign
- Digital Ads

Month 4-6

- Expand Memberships
- Growth Events
- Fill Empty Offices
- Pursuing New Members

SOCIAL MEDIA STRATEGY

- Facebook Group for Members, Visual, Instagram for Members, Visual, Prospects
- LinkedIn for Professionals and Entrepreneurs
- Tictok

- Prospects

CONTENT MIX

- Member Spotlights
- Entrepreneur Tips
- Space Tours
- Event Promotion

LOCAL PROMOTION

- Chamber Of Commerce
- Flyers
- Outreach To local Businesses
- Press Release to local Media
- Open House

LAUNCH INCENTIVES

- First Month \$50 Rate
- Bring A Friend Referral Bonus
- Free Trail Pass

TAGLINE IDEAS

- “Where Work Meets Opportunity”
- “Shared Space...Shared Success”
- “Your Office, Your Community, Your Growth”

Description Of Co-Working Hub

“We are refreshing our affordable collaborative co-working space. It is designed to support remote workers, freelancers, and small businesses. While creating a strong welcoming community and strengthening local development. At Just \$75.00 a month for memberships, \$400.00 a month for private offices, and weekly rates we combine workspace, programming, and support into a community driven hub for growth”

Cowork Carbondale RFP Evaluation Sheet

Proposer Name	Ramsey
Evaluator Name	Mitchell
Date	5/21/2026

Scoring Summary

Category	Max Points	Score
Experience and Qualifications	15	5
Marketing and Outreach Plan	20	13
Ability to Increase Occupancy and Revenue	20	11
Programming Approach	10	6
Operational Capacity and Staffing	15	4
Financial Proposal	10	4
Alignment with City Economic Development Goals	10	6
Total Score		49

Experience and Qualifications

Notes: The proposer identifies experience in Amtrak customer service and as a travel agent with social media and digital marketing exposure.

However:

- there is no demonstrated experience operating coworking spaces
- no business incubation experience
- no facility management experience
- no economic development programming experience
- no demonstrated organizational infrastructure
- no accounting, reporting, or compliance framework

The lack of demonstrated operational and organizational management experience significantly impacted the score in this category.

Marketing and Outreach Plan

Notes: This is clearly the strongest section.

The proposal includes:

- Facebook, Instagram, LinkedIn, TikTok strategies
- community messaging
- launch promotions
- local outreach
- open houses
- lead-generation tactics
- coworking branding concepts

However, much of it reads more like a conceptual marketing brainstorm than an operational plan. There is little discussion of implementation capacity, budget, staffing, or measurement systems.

Having said that, the marketing thinking is reasonably solid.

Occupancy and Revenue Strategy

Notes: The proposal deserves some credit for attempting actual lead and revenue targets. It projects:

- 50 coworking members
- 2 private office tenants
- approximately \$4,550/month projected revenue

There is no demonstrated operational or business history supporting the ability to achieve these numbers, and the proposal does not explain:

- how leads will be managed
- how memberships will be administered
- how retention will occur
- how customer service coverage will work
- how reporting/KPIs will be tracked

The targets themselves may actually be optimistic relative to comparable coworking startup performance in a market the size of Carbondale.

Programming Approach

Notes: The proposal includes reasonable workshop and event concepts:

- entrepreneur meetups
- coffee networking
- branding clinics
- funding readiness
- mentor office hours
- pitch nights

The ideas are appropriate.

However, there is:

- no evidence of partnerships
- no identified presenters
- no operational calendar
- no indication of who would run programming
- no demonstrated experience executing these types of events

This feels aspirational rather than implementation-ready.

Operations and Staffing

Notes: This is another major weakness.

The proposal does not identify:

- staffing structure
- operational hours
- facility management systems
- accounting procedures
- access control management
- reporting processes
- maintenance coordination
- emergency coverage
- organizational backing

The RFP sought a professional operating structure, and this proposal does not adequately address that requirement.

Financial Proposal

Notes: The proposal discusses pricing concepts:

- \$75 memberships
- \$400 private offices
- ancillary revenue ideas

But there is:

- no formal budget
- no operating expense discussion
- no staffing cost assumptions
- no insurance discussion
- no startup cost analysis
- no financial sustainability analysis

This is not developed enough for a public-sector management agreement.

Alignment with City Goals

Notes: The proposal generally understands the mission:

- entrepreneurship
- remote workers
- small business support
- community activation
- collaborative culture

That alignment is sincere and reasonably articulated.

However, the proposal lacks integration with the broader economic development ecosystem, institutional partnerships, or measurable community impact strategy.

Red Flags (Highlighted in red)

- ☐ Vague marketing language
- ☐ No clear occupancy strategy
- ☒ No dedicated staff person
- ☐ Overly reliant on partnerships without execution plan
- ☒ Unrealistic financial assumptions
- ☐ Weak or generic proposal

Overall Assessment

Top strengths:

1. Strong enthusiasm and positive energy
2. Better-than-expected social media and branding instincts
3. Understands coworking culture conceptually
4. Includes some measurable lead-generation thinking

Top concerns:

1. No demonstrated operational capacity
2. No coworking or incubator management experience
3. No staffing or institutional infrastructure
4. Financial and administrative systems absent
5. Proposal feels more like a startup concept than a professional management response

Final Recommendation

☐ Highly Recommend

☐ Recommend

☐ Neutral

☒ Do Not Recommend

Confidence in Operator's Ability to Succeed:

☐ High

☐ Medium

☒ Low

Optional Interview Score

Score (0–20): _____

Notes: NA

RESOLUTION NO. 2026-R-_____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN OPERATIONS AND MANAGEMENT AGREEMENT FOR THE COWORKING SPACE IN THE SOUTHERN ILLINOIS MULTI MODAL STATION

WHEREAS, Cowork Carbondale is a coworking facility located within the Southern Illinois Multi-Modal Station (SIMMS) developed to support entrepreneurship, remote workers, small businesses, and economic development initiatives within the City of Carbondale; and

WHEREAS, the City of Carbondale was awarded a \$95,000 grant from the United States Department of Agriculture Rural Development Program for furniture, equipment, and technology to support the operation of Cowork Carbondale; and

WHEREAS, prior to the opening of Cowork Carbondale, the City entered into an agreement with Carbondale Main Street to provide management and operational services for the facility; and

WHEREAS, the City conducted a competitive Request for Proposals process to identify a qualified organization to manage and operate Cowork Carbondale in anticipation of the expiration of the current management agreement; and

WHEREAS, proposals were received, reviewed, and evaluated in accordance with the criteria established in the Request for Proposals; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Carbondale to authorize the City Manager to enter into an Operations and Management Agreement with _____ for the continued operation of Cowork Carbondale.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARBONDALE, ILLINOIS, AS FOLLOWS:

SECTION ONE. That the City Council deems it in the best interest of the City of Carbondale to authorize the City Manager to enter into an Operations and Management Agreement with the selected contractor for the operation of Cowork Carbondale.

SECTION TWO. That the City of Carbondale conducted a competitive Request for Proposals process to solicit qualified organizations to manage and operate Cowork Carbondale.

SECTION THREE. That the City Manager is hereby authorized to enter into an operations and management agreement on behalf of the City of Carbondale in an amount not to exceed \$60,000 with _____, the contractor chosen during the June 9, 2026, City Council meeting, to perform these services.

SECTION FOUR. That the City Manager and Staff are hereby authorized to take any and all necessary, reasonable, and proper actions to carry out the intent and purpose of this Resolution.

SECTION FIVE. That this Resolution be spread at length upon the minute records of the City Council of the City of Carbondale, Illinois.

This Resolution adopted at a regular meeting of the City Council of the City of
Carbondale on the 9th day of June, 2026.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk