

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
JANUARY 5, 2021
7:00 P.M.

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE DECEMBER 15, 2020 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A) CONSIDER AN AMENDMENT TO THE HOURS OF O LIQUOR LICENSES**
 - MOTION TO APPROVE AN ORDINANCE AMENDING TITLE 3, CHAPTER 3, LIQUOR CONTROL, SECTION 13 OF THE MUNICIPAL CODE OF THE CITY OF GENOA
 - B) CONSIDER A CONSTRUCTION STANDARDS SPECIFICATIONS AND DETAILS MANUAL**
 - MOTION TO APPROVE THE CITY OF GENOA CONSTRUCTION STANDARDS SPECIFICATIONS AND DETAILS MANUAL
 - C) CONSIDER THE DISPOSAL OF SURPLUS EQUIPMENT**
 - MOTION TO APPROVE AN ORDINANCE AUTHORIZING THE CITY OF GENOA, DEKALB COUNTY ILLINOIS TO DECLARE CERTAIN PROPERTY AS SURPLUS AND APPROVING THE DISPOSAL OF SAID PROPERTY
- IX. DEPARTMENT REPORTS**
 - A) ADMINISTRATION**
 - B) FINANCE**
 - C) PUBLIC WORKS**
 - D) POLICE**
 - E) MAYOR**
- X. ANNOUNCEMENTS**

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
JANUARY 19, 2021
7:00 P.M.

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE JANUARY 5, 2021 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A) CONSIDER AN AGREEMENTS WITH DEKALB COUNTY REGARDING DISASTER MITIGATIONS AND PLANS**
 - MOTION TO APPROVE A RESOLUTION ADOPTING THE 2019 DEKALB COUNTY ALL HAZARDS MITIGATION PLAN
 - MOTION TO APPROVE A RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN COUNTY, CITIES, TOWNS, AND VILLAGES IN THE COUNTY OF DEKALB, STATE OF ILLINOIS
- IX. DEPARTMENT REPORTS**
 - A) ADMINISTRATION**
 - B) FINANCE**
 - C) PUBLIC WORKS**
 - D) POLICE**
 - E) MAYOR**
- X. ANNOUNCEMENTS**
- XI. MOTION TO ADJOURN**

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CITY OF GENOA
CITY COUNCIL MEETING AGENDA
FEBRUARY 2, 2021
7:00 P.M.

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE JANUARY 19, 2021 CITY COUNCIL MEETING AND THE JANUARY 19, 2021 COMMITTEE OF THE WHOLE MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A) CONSENT AGENDA BY OMNIBUS VOTE: 2021 EVENTS**
 - MOTION OF UNANIMOUS CONSENT OF THE CITY COUNCIL FOR USE OF AN OMNIBUS VOTE TO APPROVE THE CONSENT AGENDA.
 - MOTION TO APPROVE THE CONSENT AGENDA THAT INCLUDES THE FOLLOWING ITEMS:
 - A RESOLUTION FOR IDOT APPROVAL TO CLOSE ROUTE 72 (MAIN STREET) FOR THE 2021 GENOA DAYS CELEBRATION/CARNIVAL ON JUNE 8-13 , 2021
 - USE OF THE MUNICIPAL PARKING LOT AND CITY STREETS DURING THE G-K FIRE DISTRICT ANNUAL GENOA DAYS EVENT JUNE 8-13, 2021
 - A RESOLUTION FOR IDOT APPROVAL TO CLOSE ROUTE 72 (MAIN STREET) FOR THE GENOA AREA CHAMBER OF COMMERCE 2021 CRUISIN' TO GENOA CAR SHOW ON AUGUST 21, 2021
 - USE OF THE MUNICIPAL PARKING LOT AND CITY STREETS DURING THE GENOA AREA CHAMBER OF COMMERCE 2021 CRUISIN' TO GENOA CAR SHOW ON AUGUST 21, 2021
 - USE OF CITIZEN'S/CARROLL PARK DURING THE GENOA AREA CHAMBER OF COMMERCE ROCKIN' THE KISH EVENT ON SEPTEMBER 10, 2021
 - USE OF CITIZEN'S/CARROLL PARK DURING THE GENOA AREA CHAMBER OF COMMERCE GREAT GENOA DUCK RACE EVENT ON SEPTEMBER 12, 2021
 - USE OF THE MUNICIPAL PARKING LOT USE DURING THE GENOA AREA CHAMBER OF COMMERCE FALL CRAWL EVENT OCTOBER 2, 2021
 - A RESOLUTION FOR IDOT APPROVAL TO CLOSE ROUTE 72 (MAIN STREET) FOR THE GENOA AREA CHAMBER OF COMMERCE 2021 CELEBRATE THE SEASON EVENT ON DECEMBER 3, 2021

- USE OF THE MUNICIPAL PARKING LOT AND CITY STREETS DURING THE GENOA AREA CHAMBER OF COMMERCE 2021 CELEBRATE THE SEASON DOWNTOWN EVENT DECEMBER 3, 2021
- USE OF THE MUNICIPAL PARKING LOT AND CITY STREETS DURING THE GENOA AREA CHAMBER OF COMMERCE 2021 FARMERS' MARKETS ON 5/22/2021, 6/26/2021, 7/24/2021, 8/28/2021, AND 9/25/2021

B) CONSIDER THE PURCHASE OF A SEWER CAMERA

- MOTION TO APPROVE THE PURCHASE OF A VIDEO PUSH CAMERA, ROLLING CENTER SKID, AND LED LIGHT FROM INSIGHT VISION, NOT TO EXCEED \$6,444.

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

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CITY OF GENOA
CITY COUNCIL MEETING AGENDA
FEBRUARY 16, 2021
7:00 P.M.

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE FEBRUARY 2, 2021 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A) CONSIDER THE 2021 ZONING MAP**
 - MOTION TO APPROVE AN ORDINANCE ADOPTING THE ZONING MAP OF THE CITY OF GENOA
 - B) CONSIDER ALLOWING THE GIRL SCOUTS USE OF THE CITY PARKING LOT**
 - MOTION TO APPROVE THE USE OF THE CITY PARKING LOT BY THE GIRL SCOUTS ON FEBRUARY 28TH, 2021 FROM 12 PM TO 3 PM FOLLOWING THE SUBMISSION OF A CERTIFICATE OF INSURANCE NAMING THE CITY AS AN ADDITIONAL INSURED.
 - C) CONSIDER AN ORDINANCE REDUCING PERMIT FEES FOR NEW HOME CONSTRUCTION**
 - MOTION TO APPROVE AN ORDINANCE PROVIDING A ONE YEAR EXTENSION OF THE LIMITED TEMPORARY REDUCTION IN CERTAIN FEES AS AN INCENTIVE FOR NEW HOME CONSTRUCTION
 - D) CONSIDER THE PURCHASE OF IT EQUIPMENT AND SOFTWARE**
 - MOTION TO APPROVE THE PURCHASE OF IT EQUIPMENT AND SOFTWARE AS IDENTIFIED IN A MEMO DATED FEBRUARY 4TH, 2021, NOT TO EXCEED \$16,500.

E) CONSIDER THE ACKNOWLEDGMENT OF THE CANOE LAUNCH AND TRAIL IMPROVEMENTS

- MOTION TO APPROVE A RESOLUTION ACKNOWLEDGING THE PARTICIPATION IN AND COMPLETION OF THE COMED GREEN REGION PROGRAM

F) CONSIDER THE USE OF MFT FUNDS FOR THE EAST HILL STREET IMPROVEMENTS

- MOTION TO APPROVE THE LOCAL PUBLIC AGENCY AGREEMENT FOR FEDERAL PARTICIPATION, NOT TO EXCEED \$96,000.
- MOTION TO APPROVE A RESOLUTION FOR MAINTENANCE UNDER THE ILLINOIS HIGHWAY CODE, NOT TO EXCEED \$500,000.

G) CONSIDER THE WINDOW REPAIR AND REPLACEMENT AT CITY HALL

- MOTION TO APPROVE THE REPAIR AND REPLACEMENT OF WINDOWS AT CITY HALL BY GENERAL MIRROR AND GLASS, NOT TO EXCEED \$7,600.

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION**
- B) FINANCE**
- C) PUBLIC WORKS**
- D) POLICE**
- E) MAYOR**

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

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CITY OF GENOA
CITY COUNCIL MEETING AGENDA
MARCH 2, 2021
7:00 P.M.

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
 - A) KRISSEY JOHNSON, GENOA AREA CHAMBER OF COMMERCE**
- IV. APPROVAL OF MINUTES FROM THE FEBRUARY 16, 2021 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A) CONSIDER THE PURCHASE OF EQUIPMENT FOR AN INTERNATIONAL TRUCK**
 - MOTION TO APPROVE THE PURCHASE OF A PLOW WING AND CALCIUM CHLORIDE TANK NOT TO EXCEED \$16,310.
 - B) CONSIDER AMENDMENTS TO THE MUNICIPAL CODE REGARDING LIQUOR LICENSES AND REDUCTION AND DELAY OF LIQUOR LICENSE FEES**
 - MOTION TO APPROVE AN ORDINANCE AMENDING TITLE 3, CHAPTER 3, LIQUOR CONTROL OF THE MUNICIPAL CODE
 - MOTION TO APPROVE A RESOLUTION AUTHORIZING THE EXTENSION AND REDUCTION OF LIQUOR LICENSE FEES IN 2021 DUE TO COVID-19.
 - C) CONSIDER ENGINEERING FOR A WATER MAIN**
 - MOTION TO APPROVE AN ENGINEERING SERVICES AGREEMENT WITH BAXTER AND WOODMAN, NOT TO EXCEED \$9,400.
- IX. CLOSED SESSION**
 - A) FOR THE PURPOSE OF APPROVING THE MINUTES OF THE PREVIOUS CLOSED SESSION**

B) FOR THE PURPOSE OF DISCUSSING THE APPOINTMENT, EMPLOYMENT, DISMISSAL, COMPENSATION, DISCIPLINE AND/OR PERFORMANCE OF SPECIFIC EMPLOYEES AS PROVIDED FOR IN 5 ILCS 120/2(C)

C) FOR THE PURPOSE OF DISCUSSING IMMINENT LITIGATION AS PROVIDED FOR IN 5 ILCS 120/2(C)

X. RECONVENE REGULAR SESSION

XI. DEPARTMENT REPORTS

A) ADMINISTRATION

B) FINANCE

C) PUBLIC WORKS

D) POLICE

E) MAYOR

XII. ANNOUNCEMENTS

XIII. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
MARCH 16, 2021
7:00 P.M.

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE MARCH 2, 2021 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A) CONSIDER THE PURCHASE OF LED COBRA HEAD STREET LIGHTING**
 - MOTION TO APPROVE THE PURCHASE OF 25 LED COBRA HEADS THROUGH A COMED INCENTIVE PROGRAM, NOT TO EXCEED \$7,088.75.
 - B) CONSIDER THE PURCHASE OF EQUIPMENT FOR THE WASTEWATER TREATMENT PLANT**
 - MOTION TO APPROVE THE PURCHASE OF A DRIVE UNIT FROM WALKER PROCESS, NOT TO EXCEED \$24,850.
 - C) CONSIDER AMENDING THE MUNICIPAL CODE RELATED TO CITY COUNCIL MEETING DAYS**
 - MOTION TO APPROVE AN ORDINANCE AMENDING TITLE 1, CHAPTER 6, CITY COUNCIL, SECTION 3 OF THE MUNICIPAL CODE OF THE CITY OF GENOA
 - D) CONSIDER A 6 MONTH CONTRACT EXTENSION WITH WASTE MANAGEMENT**
 - VAUGHN KUERSCHNER, WASTE MANAGEMENT
 - MOTION TO APPROVE A RESOLUTION PROVIDING AUTHORITY TO SIGN AN AMENDMENT TO AN AGREEMENT WITH WASTE MANAGEMENT FOR A 6 MONTH CONTRACT EXTENSION

E) FISCAL YEAR 2021-2022 BUDGET PRESENTATION

- PRESENTATIONS AND DISCUSSION REGARDING THE FISCAL YEAR 2021-2022 DRAFT BUDGET AND 5 YEAR CAPITAL IMPROVEMENT PLAN

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
SPECIAL CITY COUNCIL MEETING AGENDA
APRIL 5, 2021
7:00 P.M.

PUBLIC HEARING ON THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING MAY 1, 2021 AND ENDING APRIL 30, 2022

- I. CALL TO ORDER/ ROLL CALL**
- II. PUBLIC COMMENT**
- III. CLOSE THE PUBLIC HEARING**
- IV. MOTION TO ADJOURN**

REGULAR CITY COUNCIL MEETING

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
 - A) KISHWAUKEE VALLEY WATER RECLAMATION DISTRICT**
- IV. APPROVAL OF MINUTES FROM THE MARCH 16, 2021 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A) CONSIDER AN ORDINANCE ADOPTING THE ANNUAL BUDGET**
 - MOTION TO APPROVE AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING MAY 1, 2021 AND ENDING APRIL 30, 2022 FOR THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS
 - B) CONSIDER RENEWING A LEASE AGREEMENT FOR OLD CITY HALL AT 113 NORTH GENOA STREET**
 - MOTION TO APPROVE A RENEWAL OF A LEASE AGREEMENT WITH THE GENOA AREA CHAMBER OF COMMERCE FOR PROPERTY AT 113 NORTH GENOA STREET, UNIT 2
 - C) CONSIDER THE USE OF MFT FUNDS FOR THE 2021 STREET IMPROVEMENT PROGRAM**
 - MOTION TO APPROVE A RESOLUTION FOR MAINTENANCE UNDER THE ILLINOIS HIGHWAY CODE, NOT TO EXCEED \$1,000,000.

- D) CONSIDER THE CLOSURE OF ROUTE 72 AND USE OF CITY STREETS FOR THE MEMORIAL DAY PARADE**
- MOTION TO APPROVE A RESOLUTION FOR IDOT APPROVAL TO CLOSE ROUTE 72 (MAIN STREET) FOR THE GENOA VETS CLUB MEMORIAL DAY PARADE ON MAY 31, 2020
 - MOTION TO APPROVE THE USE OF CITY STREETS FOR THE GENOA VETS CLUB MEMORIAL DAY PARADE ON MAY 31, 2021
- E) CONSIDER THE EXTENSION OF A PUD ORDINANCE**
- MOTION TO APPROVE AN ORDINANCE APPROVING AN EXTENSION OF A FINAL PLANNED UNIT DEVELOPMENT FOR A COMMERCIAL BUILDING LOCATED AT 705 EAST MAIN STREET
- F) CONSIDER AMENDING THE MUNICIPAL CODE RELATED TO CITY COUNCIL MEETING DAYS**
- MOTION TO APPROVE AN ORDINANCE AMENDING TITLE 1, CHAPTER 6, CITY COUNCIL, SECTION 3 OF THE MUNICIPAL CODE OF THE CITY OF GENOA
- G) CONSIDER THE SALE OF SURPLUS EQUIPMENT**
- MOTION TO APPROVE AN ORDINANCE AUTHORIZING THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS, TO DECLARE CERTAIN CITY PROPERTY AS SURPLUS AND APPROVING THE SALE OF SAID PROPERTY
- H) CONSIDER NO PARKING ON SOUTH STATE STREET**
- MOTION TO APPROVE AN ORDINANCE AMENDING TITLE 6, CHAPTER 2, STOPPING, STANDING, AND PARKING, SECTION 8 OF THE MUNICIPAL CODE OF THE CITY OF GENOA.
- I) CONSIDER AMENDMENTS TO FOOD TRUCK REGULATIONS REGARDING SALES TAX AND PERMIT FEES**
- CONSIDER AN ORDINANCE AMENDING TITLE 3, CHAPTER 7, MOBILE FOOD VENDORS, OF THE MUNICIPAL CODE OF THE CITY OF GENOA

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION**
- B) FINANCE**
- C) PUBLIC WORKS**
- D) POLICE**
- E) MAYOR**

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

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**CITY OF GENOA
CITY COUNCIL MEETING AGENDA
APRIL 20, 2021
7:00 P.M.**

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE APRIL 5, 2021 PUBLIC HEARING AND SPECIAL CITY COUNCIL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) CONSIDER THE USE OF MUNICIPAL PARKING SPACES AND MUNICIPAL PARKING LOT

- MOTION TO AUTHORIZE THE USE OF MUNICIPAL PARKING SPACES ON BOTH SIDES OF ROUTE 72 FROM MONROE STREET TO SYCAMORE STREET, PARKING SPACES ON THE EAST SIDE OF MONROE STREET, AND THE MUNICIPAL PARKING LOT FOR CRUISIN' FROM 9 AM TO 3 PM FOR A CAR SHOW ON JUNE 13, 2021
- MOTION TO AUTHORIZE THE USE OF MUNICIPAL PARKING SPACES ON BOTH SIDES OF ROUTE 72 FROM MONROE STREET TO SYCAMORE STREET, PARKING SPACES ON THE EAST SIDE OF MONROE STREET, AND THE MUNICIPAL PARKING LOT FOR CRUISIN' FROM 9 AM TO 3 PM FOR A CAR SHOW ON SEPTEMBER 5, 2021
- MOTION TO AUTHORIZE THE USE OF MUNICIPAL PARKING SPACES ON BOTH SIDES OF ROUTE 72 FROM MONROE STREET TO SYCAMORE STREET, PARKING SPACES ON THE EAST SIDE OF MONROE STREET, AND THE MUNICIPAL PARKING LOT FOR CRUISIN' FROM 9 AM TO 3 PM FOR A TRUNK-OR-TREAT EVENT ON OCTOBER 24, 2021

B) CONSIDER AN AMENDMENT TO A FAÇADE GRANT AGREEMENT

- MOTION TO APPROVE AN AMENDMENT TO OPENDOOR COFFEE'S FAÇADE GRANT AGREEMENT, WITH THE TOTAL GRANT AMOUNT NOT TO EXCEED \$20,544.

C) CONSIDER THE ANNUAL GARBAGE RATE INCREASE PER THE CONTRACT EXTENSION WITH WASTE MANAGEMENT

- MOTION TO APPROVE AN ORDINANCE AMENDING TITLE 4, CHAPTER 2, SECTION 5, RATES FOR GARBAGE AND RECYCLING CHARGES, OF THE MUNICIPAL CODE OF THE CITY OF GENOA

- D) CONSIDER THE PURCHASE OF LIFT STATION CONTROLS FOR THE RIVERBEND LIFT STATION**
- MOTION TO APPROVE THE PURCHASE OF LIFT STATION CONTROLS FROM AUTOMATIC CONTROLS, NOT TO EXCEED \$6,068.
- E) CONSIDER A RESOLUTIONS REGARDING 2020 STREET PROJECTS**
- MOTION TO APPROVE A RESOLUTION OF INTENT OF A M.F.T. / G.O. BOND
 - MOTION TO APPROVE A RESOLUTION PROVIDING FOR THE RETIREMENT OF CERTAIN MUNICIPAL INDEBTEDNESS BY THE USE OF MOTOR FUEL TAX FUNDS, NOT TO EXCEED \$100,000.
 - MOTION TO APPROVE A RESOLUTION FOR IMPROVEMENT UNDER THE ILLINOIS HIGHWAY CODE, NOT TO EXCEED \$96,000.
- F) CONSIDER CONCRETE WORK AT CITY HALL AND RIVERBEND**
- MOTION TO WAIVE THE BID PROCESS AND APPROVE SIDEWALKS AT THE NEW RIVERBEND PARK AND CONCRETE WORK AT CITY HALL, INCLUDING A HANDICAP RAMP RAILING, NOT TO EXCEED \$26,718
- G) CONSIDER THE REVISED 2021 ANNUAL MEETING LIST**
- MOTION TO APPROVE THE REVISED 2021 ANNUAL MEETING LIST
- H) CONSIDER AN AMENDMENT TO THE PERSONNEL POLICY REGARDING PURCHASING**
- MOTION TO APPROVE AN AMENDMENT TO PURCHASING POLICY WITHIN THE PERSONNEL POLICY

- IX. DEPARTMENT REPORTS**
- A) ADMINISTRATION
 - B) FINANCE
 - C) PUBLIC WORKS
 - D) POLICE
 - E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

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CITY OF GENOA
SPECIAL MEETING CITY COUNCIL AGENDA
MAY 5, 2021
7:00 P.M.

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES FROM THE APRIL 20, 2021 CITY COUNCIL MEETING AND THE APRIL 23, 2021 SPECIAL COMMITTEE OF THE WHOLE MEETING

IV. APPROVAL OF ACCOUNTS PAYABLES

V. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VI. NEW BUSINESS

A) APPROVAL OF THE APPOINTMENT OF MELISSA FREUND, WARD 2 ALDERMAN

B) SWEARING IN OF MELISSA FREUND, WARD 2 ALDERMAN

C) APPROVAL OF THE APPOINTMENT OF BRENT HOLCOMB, WARD 4 ALDERMAN

D) SWEARING IN OF BRENT HOLCOMB, WARD 4 ALDERMAN

E) ORDINANCE AMENDING TITLE 1, CHAPTER 6, CITY COUNCIL, SECTION 3 OF THE MUNICIPAL CODE OF THE CITY OF GENOA

This ordinance changes City Council Meeting days from Monday to Wednesday. *City Council approval is recommended.*

F) APPROVAL OF THE AMENDED 2021 ANNUAL MEETINGS CALENDAR

The 2021 Annual Meetings Calendar has been amended to reflect the change of regular meeting days from Monday to Wednesday. *City Council approval is recommended.*

G) ORDINANCE AMENDING TITLE 8, CHAPTER 6, RATES, CHARGES, OF THE MUNICIPAL CODE OF THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS

This Ordinance amends various fees related to water and sewer utility billing:

1: Creates a \$15/ \$1,000 gallons fee for bulk water purchases. Currently, the City charges \$20 per fill up. A more appropriate fee similar to neighboring municipalities should be established by ordinance.

2. Establishes a fee for water meter radios. Currently, the City charges \$155 for a new meter which includes the radio. Staff found that due to the increase in cost of materials (copper, brass, etc.) due to COVID related shortages, the City now pays more than \$155 for this equipment. Staff is recommending separating the radio from the meter fee and increasing the combined total to \$200 to reflect true costs. While the total cost is increasing, offering the radio and meter to be purchased separately may represent a cost savings for residents in the event they need either the

radio or the meter and therefore are not charged for both. Similarly to the costs for the meter, the costs for the City to purchase a water meter setter have also increased and the City pays \$385 for this equipment and is only charging \$260, hence the recommendation to change this fee to \$400.

3. Increases the Capital Improvement Fee from \$3 to \$5 due to upcoming water and sewer expenditures. As shown in the 5 year C.I.P, the Water and Sewer Capital Fund begins to go negative in 2023-2024 and by 2025-2026 the fund is shown at -\$436,490 without accounting for a future Waste Water Treatment Plant. The ordinance also amends the language pertaining to how the fee is charged (now reads “single metered and multiple unit user”) so that multi-family users pay a fee per unit. In example, one apartment management company has 15 4-unit buildings and only pays 15 \$3 capital fees rather than 60 \$3 capital fees. By charging a capital fee per unit user, this provides additional revenues for the Water and Sewer Capital Improvement fund more equitably by charging each unit rather than meter. These changes result in an additional \$53,472 per year to the Water and Sewer Capital Improvement Fund. If the capital fee is not increased, needed improvements to the water and sewer system cannot be made. If each user rather than each meter is not charged the capital fee, the burden of the improvements will be charged through the capital fee to single unit users rather than all users.

Taking into account the increased costs for radios, meters, and setters as well as the upcoming water and sewer capital expenditures, Staff is recommending these increases.

H) AUTHORIZE THE MAYOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT FOR GOVERNMENTAL BODY MAINTENANCE OF TRAFFIC CONTROL DEVICES

The City’s current Intergovernmental Agreement with the Illinois Department of Transportation for maintenance of traffic signals is set to expire June 30, 2021. If approved, the IGA attached would be for a term of 10 years. Staff has reviewed this Agreement, requested changes from IDOT, and is now *recommending approval of the attached IGA.*

I) A RESOLUTION DESIGNATING SIGNATORIES FOR THE CITY OF GENOA

The City Council is required to authorize Signatories for the purposes of signing various financial documents. Following the commencement of Mayor Brust’s term, Staff is recommending the attached resolution be approved by the City Council to designate Mayor Brust, the Finance Office Manager, Alderman Stevenson and Alderman Lang as signatories. The Finance Office Manager, Alderman Stevenson, and Alderman Lang have been designated as signatories for a number of years, the only change is adding Mayor Brust as a signatory. *City Council approval is recommended.*

J) DESIGNATE THE CITY TREASURER AS THE AUTHORIZED OFFICIAL TO MAKE CARDHOLDER CHANGES AT ANY TIME WITH HEARTLAND BANK

With the retirement of Rich Gentile, a new credit card needs to be issued to the Public Works Department. When Staff called Heartland Bank to make this Change, Heartland Bank explained that the City needs either the Council to authorize each specific person to carry a credit card and determine said persons credit card limit or designate one individual that is authorized to make cardholder changes at any time with Heartland Bank. To Staff’s knowledge, this function has always been handled by the Finance Office. *Staff is recommending that the Council Authorize the Treasurer to make cardholder changes.*

K) APPROVE THE USE OF THE PARK PAVILION AT CARROLL MEMORIAL PARK BY THE GENOA PUBLIC LIBRARY DISTRICT ON JUNE 24, 2021 FROM 1 P.M. TO 4 P.M. AND JULY 1, 2021 FROM 1 P.M. TO 4 P.M.

The Genoa Public Library District has requested the use of the Park Pavilion at Carroll Memorial Park on June 24, 2021 and July 1, 2021. The Library will provide a certificate of insurance naming the City as an additional insured. Attached in the packet, the Library has provided additional information. *Staff is recommending approval.*

L) APPROVE THE USE OF CENTRAL PARK IN RIVERBEND BY THE GENOA PUBLIC LIBRARY DISTRICT ON JUNE 23, 2021 FROM 9 A.M. TO 11 A.M.

Information regarding this item, is provided in the packet. *Staff is recommending approval.*

M) APPROVE A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A FINAL PLAT OF SUBDIVISION

The Plan Commission held a meeting and public hearing on April 8, 2021 for the purposes of considering a Final Plat of Subdivision for the Poegel Subdivision. If approved, this Final Plat will combine two residential lots in the Derby Estates Subdivision and vacate an easement between the lots. There are not any utilities within the easement. The Poegels have requested this subdivision because they wish to build a home over the current property line between the lots. If approved, the new lot meets standards within the Unified Development Ordinance.

The Plan Commission unanimously recommended approval with the conditions outlined in the attached Resolution.

VII. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

VIII. ANNOUNCEMENTS

IX. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
*** CITY COUNCIL MEETING AGENDA ***
MAY 19, 2021
7:00 P.M.

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE MAY 5, 2021 CITY COUNCIL SPECIAL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**

A) AUTHORIZE THE ADMINISTRATIVE DIRECTOR TO ENTER INTO A GRANT AGREEMENT WITH THE DEKALB COUNTY COMMUNITY FOUNDATION FOR THE NEW PARK IN RIVERBEND PROJECT

The City of Genoa has received a Community Needs Grant from the DeKalb County Community Foundation (DCCF) to help in the purchase of park equipment for a park in Riverbend located at 627 Stearn Drive. This lot was originally platted as a park, however, equipment was not installed by the original developer. With this grant in the amount of \$1,500 and developer contribution funds (paid through building permits for new homes in Riverbend), the equipment can now be purchased and installed later this summer. A representative of the DCCF will be attending the meeting to present a check to the Council. The motion above authorizes Staff to enter into the agreement in the packet with the DeKalb County Community Foundation binding the City to commit to non-discrimination, a grant report, publicly recognizing the DCCF for funds when the project is publicized, and also recognizing that the City will be required to return funds if they are used improperly. *City Council approval is recommended.*

B) APPOINTMENT OF BOARDS AND COMMISSIONS AS STATED IN MEMO FROM MAYOR JONATHON BRUST DATED MAY 14, 2021

- C) **AUTHORIZE THE CLOSURE AND USE OF SOUTH WASHINGTON STREET BY OPENDOOR COFFEE FROM MAIN STREET TO THE ALLEY ON SOUTH WASHINGTON STREET ON JUNE 12TH FROM 8:00 AM TO 12:00 P.M.**



OpenDoor Coffee will be hosting an event on June 12th and will need additional parking for their vendors. OpenDoor Coffee will be responsible for setting up and taking down barricades for the event. OpenDoor Coffee will be required to submit a Certificate of Insurance naming the City of Genoa as an additional insured prior to the event. The Chief of Police has considered this request and *City Council approval is recommended.*

- D) **AN ORDINANCE APPROVING A PRELIMINARY PLAT OF SUBDIVISION FOR OAK CREEK ESTATES UNIT 4 PHASE 2 AND 3**

The City of Genoa received a request for approval of a Preliminary Plat of Subdivision for Oak Creek Estates Unit 4 Phase 2 and 3. The Staff Report in this packet provides an overview of items that were considered in reviewing the request. A Plan Commission meeting was held on May 13th. During the meeting, residents of Ellwood Greens and members of the Plan Commission expressed concerns of storm water drainage that comes from the golf course and gathers within Phase 2 of the project. It was explained that Final Engineering will be reviewed when the petitioner requests a Final Plat of Subdivision and Final Planned Unit Development in the future. *The Plan Commission unanimously recommended to the City Council approval of the Final Plat of Subdivision for Oak Creek Estates Unit 4 Phase 2 and 3 with the conditions outlined in the ordinance (including that Final Engineering will need to be reviewed prior to final approval).*

- E) **AN ORDINANCE ANNEXING THE OAK CREEK ESTATES OUTLOT "A" TO THE CITY OF GENOA**
Upon reviewing the petition for the Preliminary Plat of Subdivision for Oak Creek Estates Unit 4 Phase 2 and 3, it was realized that the "Outlot A" that connects the Oak Creek Estates Subdivision's future Maple Lane and Elwood Green's Ellwood Greens Road was not annexed to the City. When annexed, this property will be zoned AG without a zoning hearing. The only function of this lot is to serve as a roadway but it makes sense to annex it as it is part of the City's Oak Creek Estates Subdivision. *City Council approval is recommended.*
- F) **ORDINANCE AMENDING AUTHORIZING THE CITY OF GENOA, DEKALB COUNTY ILLINOIS TO DECLARE CERTAIN PROPERTY AS SURPLUS AND APPROVING THE DISPOSAL OR SALE OF SAID PROPERTY**

Included as Exhibit A to this Ordinance is a list of equipment to be disposed if, given to past officials (a Chromebook and cell phone), or sold. The list of equipment to be disposed of all

contains either broken or outdated equipment/furniture ranging from 1985 corded phones to a Chromebook from 2016 that no longer functions. Many of the computers and monitors to be disposed of are due to the recent IT updates that replaced all of the computers at Public Works. The Squad to be sold has been replaced. *City Council Approval is recommended.*

G) MOTION TO AUTHORIZE THE MAYOR TO SIGN FINAL LOAN REPAYMENT AMENDMENT WITH THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY FOR THE WELL #4 AND GENOA STREET WATER MAIN PROJECTS

In the packet is a Loan Repayment Amendment from the Illinois Environmental Protection Agency. The City Council had previously approved these projects and loan with the IEPA and the work has now been completed. The Amendment is due to the \$800,000 of the total \$1,323,883.87 of the project being forgiven, leaving the City to pay \$523,883.87 over a term of 20 years at an interest rate of 1.5%. Also in the packet is the Repayment Schedule showing the City making semi-annual payments of \$15,298.93 (with the exception of the first year). These loan payments have been accounted for in the Fiscal Year 2021-2022 Annual Budget. *City Council approval is recommended.*

H) AN ORDINANCE AMENDING TITLE 8, CHAPTER 6, RATES AND CHARGES OF THE MUNICIPAL CODE OF THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS

The Ordinance increases both the Inside and Outside Corporate Limits water and sewer rates by 3% which has typically been done each May and states that rates will be increased by 3% annually in May. This ordinance also increases the Capital Improvement Fee from \$3.00 to \$5.00. This ordinance does not include language to amend the Municipal Code to charge multiple unit users as previously proposed.

Effect on utility bills:

Water 3% increase = \$.10 / 1,000 gallons	Generates additional \$16,000 in revenue
Sewer 3% Increase = \$.10 / 1,000 gallons	Generates additional \$16,000 in revenue
Capital Improvement Fee Increase \$3 to \$5	Generates additional \$48,000 in revenue

Including the water and sewer rate increase plus the Capital Improvement Fee increase, the average monthly bill (calculated with a 6,000 gallon usage) would increase by \$3.50. *Due to the funds that will be needed in the upcoming Fiscal Years for capital improvements, generating additional revenue for these improvements is recommended.*

I) AN ORDINANCE AMENDING TITLE 1, CHAPTER 7, CITY CLERK, AND TITLE 2, CHAPTER 3, BOARD OF FIRE AND POLICE COMMISSIONERS, OF THE MUNICIPAL CODE OF THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS

The Ordinance attached amends language in the Municipal Code pertaining to the bonds to be held for certain City Officials per State Law. The City of Genoa will pay the premiums of these bonds which are required by State Law. *City Council approval is recommended.*

J) AUTHORIZE THE PURCHASE OF WATCHGUARD VIDEO SERVER AND REDACTION SOFTWARE, BODY CAMERAS AND INTERVIEW ROOM SYSTEM FROM WATCHGUARD VIDEO, NOT TO EXCEED \$23,346.

The amount of \$25,000 was budgeted specifically for the purchase of the Watchguard System. The cost breakdown includes the following:

- Server and Redaction Software (\$14,240)
- 3 Body Cameras and Equipment (\$3,656)
- 1 Interview Room Camera Setup (\$5,450)
- Total Cost (\$23,346)

A quote from Watchguard Video is in the packet.

The Server will replace the old system bought in 2012. The Redaction Software is required to block faces and other restricted captures for requests and court purposes. The body cameras will fulfill most of the 2025 state mandate. The interview room camera set up will link squad video and body camera video for a complete case file. *City Council approval is recommended.*

K) AUTHORIZE THE MAYOR TO SIGN A MASTER CUSTOMER AGREEMENT WITH WATCHGUARD VIDEO, INC. FOR THE PURCHASE OF POLICE VIDEO HARDWARE AND SOFTWARE.

This Agreement with Watchguard Video, INC. outlines the equipment that the City is purchasing in item K and their responsibilities for products provided, installation service, maintenance, data protection and retention, and warranties. The Agreement also declares responsibilities of the City such as protecting the equipment and software by only allowing “Authorized Users” access to the equipment and agreeing to not disclose confidential information. *City Council approval is recommended.*

L) AUTHORIZE THE MAYOR TO SIGN AN EQUIPMENT PURCHASE AND SOFTWARE LICENSE ADDENDUM WITH WATCHGUARD VIDEO, INC.

This Addendum states the expectations of software and equipment purchase and delivery and warranties for the WatchGuard software. *City Council approval is recommended.*

M) AUTHORIZE THE MAYOR TO SIGN A SUBSCRIPTION SOFTWARE ADDENDUM WITH WATCHGUARD VIDEO, INC.

This Addendum states the expectations of the software subscription service purchase and subscription service delivery, access to such subscription service software, subscription service license terms, and warranties for the WatchGuard subscription software. *City Council approval is recommended.*

N) AUTHORIZE THE MAYOR TO SIGN A VIDEO AS A SERVICE ADDENDUM WITH WATCHGUARD VIDEO, INC.

This Addendum states the Body Cameras to be received under Item J, their warranty, software licenses, and warranties. *City Council approval is recommended.*

IX. CLOSED SESSION

A) FOR THE PURPOSE OF APPROVING THE MINUTES OF THE PREVIOUS CLOSED SESSION

B) FOR THE PURPOSE OF DISCUSSING THE APPOINTMENT, EMPLOYMENT, DISMISSAL, COMPENSATION, DISCIPLINE AND/OR PERFORMANCE OF SPECIFIC EMPLOYEES AS PROVIDED FOR IN 5 ILCS 120/2(C)

X. RECONVENE REGULAR SESSION

O) APPOINTMENT OF THE CITY ADMINISTRATOR, DEVELOPMENT ADMINISTRATOR, TREASURER, BUDGET OFFICER, PUBLIC WORKS DIRECTOR, CHIEF OF POLICE, CITY ATTORNEY, AND CITY ENGINEER

XI. DEPARTMENT REPORTS

- A) ADMINISTRATION**
- B) FINANCE**
- C) PUBLIC WORKS**
- D) POLICE**
- E) MAYOR**

XII. ANNOUNCEMENTS

XIII. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
*** CITY COUNCIL MEETING AGENDA ***
JUNE 2, 2021
7:00 P.M.

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

A) PAUL BOREK, DEKALB COUNTY ECONOMIC DEVELOPMENT CORPORATION

IV. APPROVAL OF MINUTES FROM THE MAY 19, 2021 CITY COUNCIL SPECIAL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) CONSENT AGENDA BY OMNIBUS VOTE: 2021 EVENTS

- MOTION OF UNANIMOUS CONSENT OF THE CITY COUNCIL FOR USE OF AN OMNIBUS VOTE TO APPROVE THE CONSENT AGENDA.
- MOTION TO APPROVE THE CONSENT AGENDA THAT INCLUDES THE FOLLOWING ITEMS:
 - APPROVE THE USE OF CITIZENS' / CARROLL MEMORIAL PARK DURING THE KISHWAUKEE VALLEY WANDERERS' "KAYAK AND CANOE THE KISH" EVENT ON JULY 10, 2021.
 - APPROVE THE USE OF CITIZENS' / CARROLL MEMORIAL PARK DURING THE GENOA AREA CHAMBER OF COMMERCE'S "LUCHA LIBRE WRESTLING" ON SEPTEMBER 10, 2021
 - APPROVE THE USE OF CITIZENS' / CARROLL MEMORIAL PARK DURING THE KISHWAUKEE VALLEY WANDERERS' "VOLKSFEST" EVENT ON SEPTEMBER 11, 2021
 - APPROVE THE USE OF CITIZEN'S / CARROLL MEMORIAL PARK FOR THE KISHWAUKEE VALLEY WANDERERS' "FAMILY FUN FEST" EVENT ON SEPTEMBER 12, 2021
 - APPROVE A RESOLUTION AUTHORIZING A TEMPORARY ROAD CLOSURE FOR THE GENOA-KINGSTON HIGH SCHOOL HOMECOMING PARADE
The Genoa-Kingston School District would like to request to have their Homecoming Parade on Friday September 24, 2021. The parade starts at 3:30 pm and stages at the parking lot located at Railroad and Sycamore Street. The parade will go South on Sycamore, West on Main Street, North on Washington and West on Second Street. The parade will end at the Genoa Middle School. If approved, this Resolution will be sent to IDOT for approval to close Route 72 for the parade.

B) CONSIDER AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF GENOA AND THE GENOA TOWNSHIP PARK DISTRICT

This Intergovernmental Agreement with the Genoa Township Park District formalizes the transfer of 80% (previously 76%) of the Riverbend Special Service Area funds to the Genoa Township Park District. These funds that are transferred to the Genoa Township Park District are for the costs of maintaining the parks as well as providing in district rates to the residents within the Riverbend Subdivision (which is not within the Genoa Township Park District). This is not a new SSA tax. The concept of the SSA tax, which was established in 2004, was within the Riverbend Annexation Agreement and intended for the purposes above.

Earlier this year, a question regarding whose responsibility it is to replace the park equipment already installed in Riverbend arose and no formal agreement approved by both agencies was found. The Agreement in the packet outlines which parks and open space will be the responsibility of the Genoa Township Park District to maintain, repair, and eventually replace the park equipment. Three areas (K, L, and M on Exhibit A) will be the responsibility of the City of Genoa until improvements are made. Also on the Agenda for June 2nd is the purchase of park equipment for “L” in Exhibit A. In example, once the park equipment, mulch, etc., is installed, any maintenance within the property lines of this park is now the Park District’s responsibility for which SSA funds will cover any costs.

The only change from the informal agreement in place for almost 20 years is that the amount transferred to the Genoa Township Park District is 80% (\$58,770 in FY 2021-2022) of the funds, rather than 76%. After discussion, it was decided that the Park District would be responsible for repairing the equipment but would need additional funding to cover these costs. As a matter of due diligence, Staff evaluated the costs of maintaining these parks and found that the Park District is a significant cost savings for maintenance when compared to a third party (the City does not have enough Staff to do this in house). In addition to the savings for mowing, the Park District also provides in district rates to Riverbend Residents and this can be a cost savings of hundreds of dollars a year for some families. Lastly, the repair and replacement of equipment can be very costly and special service area funds will be needed in the next 5 years to replace park equipment, which will be the responsibility of the Park District to budget for.

As a matter of clarification as to how the SSA relates to property taxes, the Residents within Riverbend pay \$.06/\$100 EAV to Kingston Township Park District and \$.50/\$100 of EAV to the Riverbend SSA. Other non-Riverbend residents within the boundaries of the City of Genoa and the Genoa Township Park District pay \$.56/\$100 EAV to the Genoa Township Park District. The SSA was designed so that Riverbend Residents do not pay more on their tax bill due to being in two Park Districts as opposed to other City Residents.

City Council approval is recommended.

C) APPROVE THE PURCHASE OF PLAYGROUND EQUIPMENT FROM TEAM REIL, INC., NOT TO EXCEED \$36,691

Within the packet is a quote and a rendering of park equipment to be installed at the park located at 627 Stearn Drive in Riverbend. This equipment should have been installed by the original developer of the Riverbend subdivision in the early 2000’s. Since the subdivision is now out of litigation and the park property has been deeded to the City, the City can now complete this park using developer contribution funds (paid through building permits for each home in Riverbend). The City has coordinated with the Park District given their experience in designing parks and purchasing equipment. The Park District has had good experiences with Miracle playground

equipment and also good experiences with Team Riel, a local company. Staff applied for a DeKalb County Community Foundation Grant to help with the purchase of the park equipment and \$1,500 was received. After installation of the equipment and completion of the park, maintenance of the park and future maintenance and/or replacement of the equipment will be paid for by the Park District through Riverbend Special Service Area funds. *City Council approval is recommended.*

D) DISCUSSION REGARDING PERMITTING CRAFT AND STORAGE BARN AS A SPECIAL USE

On May 13, 2021, the Plan Commission discussed amending the Unified Development Ordinance to allow Craft and Storage Barns as a Special Use in the Suburban Residential District. Staff recommended that this Special Use have the recommendations outlined in the Staff Report within the Council packet. While the Plan Commission discussed more restrictive requirements for some time during the meeting, the entire Plan Commission agreed that they would prefer not to amend the UDO to allow Craft and Storage Barns as a Special Use. Some comments that were made include that as a Plan Commission Member and resident, they would not want to live next to a barn. There was also a discussion that the land could be better used. Staff explained that the property for which the request to allow barns originates from has sat vacant for 20 years, the Plan Commission agreed that they rather have the property remain empty then try to use it for an undesirable use. The Plan Commission is a recommending body. Staff is requesting direction from the City Council as to whether or not the City Council wishes to allow Craft and Storage Barns as a Special Use in the Suburban Residential District prior to Staff preparing an ordinance.

E) AN ORDINANCE AMENDING TITLE 2, CHAPTER 4, ECONOMIC DEVELOPMENT COMMISSION, OF THE MUNICIPAL CODE OF THE CITY OF GENOA, DEKALB COUNTY ILLINOIS

This Ordinance amends the Chapter of the Municipal Code that created the Economic Development Commission. The EDC has not met in well over a year. With reorganizing by appointing new members and reprioritizing with new goals and objectives, the hope is to create inspiration and interest in the EDC. *City Council approval is recommended.*

F) AN ORDINANCE CREATING TITLE 2, CHAPTER 9, DOWNTOWN BEAUTIFICATION COMMISSION, OF THE MUNICIPAL CODE OF THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS

This ordinance creates a new Commission, the Downtown Beautification Commission. The Mayor and Staff reviewed Beautification Committees in several other municipalities and created the ordinance in the packet that aligns with the intention of the Committee. If approved, Commission members will be appointed at an upcoming meeting. *City Council approval is recommended.*

G) CONSIDER AN AMENDMENT TO THE CITY'S WATER AND SEWER WORK REIMBURSEMENT AGREEMENT

Within the packet is an amended "Water and Sewer Work Reimbursement Agreement". For a number of years, the City has loaned property owners funds for costs of repair and replacement to their water and sewer utility infrastructure. Residents pay these loans back with each utility bill over a period of 36 months. With the increase in materials, costs for repair and replacement

of this infrastructure has also gone up. For this reason, an increase in the loan amount from \$3,500 to \$4,000 is recommended. These agreements are currently approved by Finance Office Staff. Included in the amendments to the agreement is language to clarify that these agreements with residents are administratively approved, which is not clear in the current agreement. The term of the agreement has also been added to the agreement language. *City Council approval is recommended.*

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
*** CITY COUNCIL MEETING AGENDA ***
JUNE 16, 2021
7:00 P.M.

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE JUNE 2, 2021 CITY COUNCIL SPECIAL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) DISCUSS REDUCING THE GENOA TOWNSHIP PARK DISTRICT FITNESS CENTER'S RENT

The Genoa Township Park District has requested that the City of Genoa reduce the Genoa Township Park District Fitness Center's rent by 50% for the remainder of 2021 and 25% in 2022. A letter from Executive Director Paul Borek is in the packet along with financial information regarding income and expenses of the Fitness Center. The Fitness Center pays \$3,336 in rent per month. The Fitness Center currently owes \$9,552 in rent from 2020 when rent was put in forbearance. A 50% reduction for the remainder of 2021 amounts to \$10,008 and a 25% reduction in 2022 amounts to \$10,008.

B) CONSIDER AN ECONOMIC DEVELOPMENT SERVICES AGREEMENT

Within the packet is an agreement with Jock Sommese to work as an Economic Development Consultant for the City of Genoa. Mr. Sommese has extensive experience with small business owners, including being an entrepreneur himself. The Mayor and Staff have create a list of goals/outputs for the Consultant to work on including producing economic development data, creation of a business retention and expansion program, establishing a business leaders group, and identifying economic strengths and weaknesses. Mr. Sommese will be present at the June 16th meeting to introduce himself.

C) CONSIDER AN AGREEMENT WITH METRONET FOR PHONE, INTERNET, AND CABLE SERVICES FOR MUNICIPAL BUILDINGS

The agreement in the packet is with Metronet for the City of Genoa to receive phone, internet, and cable services for municipal facilities. The City of Genoa has had a number of issues with Frontier, which is the City's contracted phone provider. City phones, including the Police Department, have gone down for hours and earlier this spring, City Hall was without phones for over 3 days. In addition to the service issues, the contract in the packet would be a significant cost savings. For phone, internet and cable services combined, the City currently pays \$1,289 for Frontier and \$205 for Charter. The City has contacted Frontier and requested a quote for phone and internet services and the lowest that Frontier could bring the cost to was \$1692. The City has received a quote from Metronet per the attached agreement for \$813. The quote for

internet service with Metronet is higher than Charter, however, Metronet is quoting for 500 mb instead of 100 mb. Staff has met with Metronet on several occasions and they have toured municipal facilities as well as had one of their engineers visit. The City of Genoa is under contract with Frontier until August of this year, however, they will have some construction that they need to do prior to beginning service.

D) CONSIDER THE PURCHASE OF A DOWNTOWN CLOCK FROM CHOMPKO L.A., NOT TO EXCEED \$12,715

Within the packet is a quote and for a clock for the downtown. This would replace the electronic sign in the downtown. The electronic sign has been broken for some time and the software to post messages is no longer compatible with Staff’s computers. The clock in the packet is a more classic and timeless option. Public Works will likely install the clock with the electrical work done by an electrician.

E) DISCUSS THE DRAFT KINGSTON SEWER AGREEMENT

The City and the Village of Kingston have been negotiating a new Kingston Sewer Agreement since January 2021. Genoa and Kingston signed a 40 year Sewer Treatment Agreement in 1978. This Agreement was extended an additional 3 years and expired earlier this month. One concern from the 1978 agreement that needed to be addressed with this new agreement is Kingston’s usage. They are allotted 1,000 population equivalents (P.E.’s) per day, which is sometimes exceeded month to month. Genoa has asked Kingston to install an electronic meter so that Genoa can read the flow daily instead of on a month-to-month basis, which they have agreed to. A 10% penalty will be charged on days the flow exceeds 1,000 P.E.’s. During negotiations, the City has also discussed with Kingston rates and fees that the Village pays. Under the 1978 agreement, Kingston pays 76% of the rate because they maintain their own collection system and Genoa only provides treatment. Currently, Kingston pays 76% of the in-city limits rate. Kingston also pays one single \$5 capital fee and one single user charge for the entire Village because they only have one meter read by Genoa. For 2020, Kingston was billed a total of \$80,603. In the draft agreements, Genoa has asked Kingston to pay 76% of the out of city limits rate (1.5 x the in-city limits rate) and a capital fee and user fee per unit, rather than per meter, which they have not agreed to. These cost differences are outlined below. Staff is looking for direction on how to proceed with Kingston.

	76% of 150% (Out of City Rate)	76% of 125%	100% of 150%
W/1 Capital Fee and 1 User Fee	\$119,248	\$97,846	\$157,040
W/Capital and User Fee/Unit (328 Units)	\$186,894	\$157,907	\$243,392

- IX. DEPARTMENT REPORTS**
 - A) ADMINISTRATION
 - B) FINANCE
 - C) PUBLIC WORKS
 - D) POLICE
 - E) MAYOR

- X. ANNOUNCEMENTS**

- XI. MOTION TO ADJOURN**

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
*** CITY COUNCIL MEETING AGENDA ***
JULY 7, 2021
7:00 P.M.

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE JUNE 16, 2021 CITY COUNCIL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) APPOINTMENT OF ROB LANGE TO THE ECONOMIC DEVELOPMENT COMMISSION

B) APPROVE THE USE OF THE MUNICIPAL PARKING LOT BY PRAIRIE STATE WINERY ON AUGUST 20, 2021 FROM 12 PM – 7 PM

Prairie State Winery would like to use the Municipal Parking Lot from 12 pm to 7 pm on August 20th to host an “appreciation BBQ” for their wine club members. The Winery is aware that South Genoa Street (where the entrance to the parking lot is located) may be undergoing construction at this time; the Winery doesn’t necessarily need to park cars in the parking lot. The Winery intends to have music in the parking lot along with barbecuing and their slushie machine available. The Winery will be roping off the area and only allowing one entrance where wrist bands and guest check-in will be required. Wine members will be picking up their wine subscription which may be opened at the event and the slushie machine will be available but the Winery doesn’t intend to serve additional wine.

C) DISCUSS REDUCING THE GENOA TOWNSHIP PARK DISTRICT FITNESS CENTER’S RENT

The Genoa Township Park District has requested that the City of Genoa reduce the Genoa Township Park District Fitness Center’s rent by 50% for the remainder of 2021 and 25% in 2022. Financial information regarding income and expenses of the Fitness Center is in the packet. The Fitness Center pays \$3,336 in rent per month. The Fitness Center currently owes \$9,552 in rent from 2020 when rent was put in forbearance. A 50% reduction for the remainder of 2021 (beginning with the July rent) amounts to \$10,008 and a 25% reduction in 2022 amounts to \$10,008.

D) APPROVE AN ORDINANCE CREATING TITLE 1, CHAPTER 18, DEPUTY MAYOR, OF THE MUNICIPAL CODE OF THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS

Mayor Brust and Staff have drafted the ordinance within the packet to amend the Municipal Code to create the position of Deputy Mayor. The Deputy Mayor, among other tasks delegated by the Mayor, would conduct City Council and Committee of the Whole meetings in the Mayor’s absence, attend public engagements as representative of the City at the request of the Mayor, and attend Board and Commission meetings as assigned by the Mayor.

E) APPROVE THE APPOINTMENT OF ALDERMAN CHUCK CRAVATTA AS DEPUTY MAYOR OF THE CITY OF GENOA

F) APPROVE AN ORDINANCE PROVIDING FOR A MAYOR PRO TEM FOR THE CITY OF GENOA

State law authorizes the City of Genoa to designate a Mayor Pro Tem. Alderman James Stevenson has served as the Mayor Pro Tem since 2013. This Ordinance would designate Alderman James Stevenson as the Mayor Pro Tem, who would act in his official capacity in the absence of the Mayor and Deputy Mayor.

G) APPROVE AN IDOT RESOLUTION ALLOWING MOTOR FUEL TAX FUNDS TO BE APPROPRIATED TO THE CITY OF GENOA FOR STREET LIGHTING AND THE PURCHASE OF ROAD SALT, NOT TO EXCEED \$95,000.

The Illinois Department of Transportation requires that the City approve and file annually a Resolution for street maintenance that will be paid for using Motor Fuel Tax (MFT) funds. In Fiscal Year 2021-2022, street maintenance costs to be paid for using MFT funds include the purchase of \$15,000 of road salt and also the electricity cost for street lighting which is estimated at \$80,000.

H) APPROVE AN AGREEMENT WITH SERVICE CONCEPTS FOR A MECHANICAL MAINTENANCE AGREEMENT AT THE MUNICIPAL BUILDING, NOT TO EXCEED \$5,480.

The City of Genoa has contracted with Service Concepts for (HVAC) maintenance services for a number of years. This quote does not include call-outs when a repair is needed but is the same as services that have been provided previously. The contract presented by Service Concepts would be effective until August of 2022.

I) APPROVE AN AGREEMENT WITH SERVICE CONCEPTS FOR A MECHANICAL MAINTENANCE AT THE PUBLIC WORKS BUILDING, NOT TO EXCEED \$2,940.

This contract includes the same maintenance services that have been provided previously by Service Concepts, however, the Public Works Director removed methane boiler from the maintenance agreement because it is not being used at this time. This represents a cost savings of \$945. This contract would be effective until August of 2022.

J) APPROVE AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING MAY 1, 2020 AND ENDING APRIL 30, 2021 FOR THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS

After each budget year, the City is required to amend the budget when the expenditures in a fund exceed the amount budgeted in that fund. For Fiscal Year 2020-2021, the Bond Capital Fund as well as the Garbage Fund require amendments. There was not a revenue budgeted for the Bond Capital Fund and of course there was not an expenditure included in the budget either. The Garbage Fund also requires an amendment to the expenditures, as the actual expenditures were \$2,260 over budget. The Garbage Fund is typically amended each year as it is difficult to estimate the number of new homes that will receive service as well as those homes that were vacant and are now occupied.

K) APPROVE AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE TO ALLOW CRAFT AND STORAGE BARN AS A SPECIAL USE IN THE SUBURBAN RESIDENTIAL ZONING DISTRICT.

A public hearing to consider Craft and Storage Barns was held on May 13th. The Plan Commission discussed more restrictive regulations than what was originally proposed by Staff, however, the Plan Commission ultimately indicated that they do not wish to amend the Unified Development Ordinance to allow Craft and Storage Barns. Staff incorporated feedback from the Plan Commission in the draft ordinance to be considered by the City Council. Some feedback incorporated includes 50' side and rear setbacks, requiring a driveway, and adding to the definition of commercial uses that are not allowed. If approved by the Council, the residents interested would need to file a petition for annexation and a plat of resubdivision to combine their two lots to equate to 6 acres and meet the 5 acre minimum requirement. They would also apply for a special use permit, which would be considered by the Plan Commission to which they would provide a recommendation to the Council. Dependent on the petitioner, this could occur in September.

L) APPROVE AN AMENDED AGREEMENT WITH METRONET FOR PHONE, INTERNET, AND CABLE SERVICES FOR MUNICIPAL BUILDINGS

At the most recent City Council meeting, the Council approved an agreement with Metronet for services amounting to \$813. Metronet contacted the City shortly after explaining that a few phone numbers were left off this agreement and the price would need to be changed accordingly. These phone numbers belong to alarms and other lines that will now be cancelled. The new total for services is \$1,018. With this in mind, while this isn't as large of a cost savings as was previously stated, Staff is hopeful to receive better service from Metronet, however, hiccups are anticipated with the transition. There has also been an addendum added to the agreement that if there are chronic issues with Metronet, the City can cancel the agreement. Based on Metronet's definitions of chronic issues that would allow the City to end the City's contract, there have been "chronic" issues with Frontier in the past. The City currently pays \$1,494 for Frontier and Charter services combined.

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
*** CITY COUNCIL MEETING AGENDA ***
JULY 21, 2021
7:00 P.M.

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE JULY 7, 2021 CITY COUNCIL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) PROCLAIM JULY 30TH – AUGUST 1ST VETERANS WEEKEND

B) APPROVE THE USE OF CITIZENS' / CARROLL MEMORIAL PARK BY KARA LEE ON SEPTEMBER 19, 2021 FROM 1 PM TO 4 PM

A request was received to utilize Citizens' Park for a public fund raising event, which is included in the packet. If approved, Staff will work with Ms. Lee in obtaining an Entertainment Permit as well as a Mobile Food Vendor Permit. Please contact Staff ahead of the meeting with any questions to allow sufficient time to communicate those to Ms. Lee.

C) APPROVE AN ORDINANCE APPROVING THE REZONING OF AND ISSUANCE OF A FINAL PLANNED UNIT DEVELOPMENT FOR A 4-UNIT MULTI-FAMILY BUILDING LOCATED AT 307, 309, 311, AND 313 JACKSON STREET

The City of Genoa received a request for a rezoning and Planned Unit Development for an *existing* 4-unit multi-family building. There is currently a 4-unit multi-family building located at 307-313 Jackson Street, which is an illegal nonconforming use as it appears the nonconforming use (the living space on a first floor in the Central Business and Civic District) began following the adoption of the Unified Development Ordinance and therefore making it illegal. By rezoning the property to residential, residential on the first floor is allowed with a special use. Additional details regarding this request are further outlined in the Development Project Review Report. The Plan Commission held a Public Hearing on July 8, 2021. The Plan Commission unanimously recommended approval of the rezoning of 307-313 Jackson Street from Central Business and Civic District to City Residential, as well as the proposed Planned Unit Development for a 4-unit multi-family building with the conditions outlined in the Development Project Review Report. Following the meeting, an ordinance was drafted incorporating the rezoning as well as the P.U.D. with conditions recommended by the Plan Commission.

D) APPROVE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF GENOA AND THE GENOA TOWNSHIP PARK DISTRICT

Within the packet is an agreement with the Park District which formalizes the transfer of 76% of the SSA funds received from the Oak Creek Estates Unit 4 SSA. Like Riverbend, Oak Creek

Estates Unit 4 is not located in the Genoa Township Park District boundaries and the SSA provides for maintenance of parks and open space and in-district rates to residents. This agreement is nearly identical to the agreement approved by the Council for the transfer of the Riverbend SSA funds to the Park District. The Park District currently maintains the park (B in the exhibit) and will now also be taking over the mowing in the retention pond area (A in the exhibit). As two additional phases of Oak Creek Estates Unit 4 have received preliminary plat approval, there will need to be an amendment to this agreement following any additional open space or parks being platted, improved, and deeded to the City. The City has met with the Executive Director of the Park District several times to discuss this agreement. If approved by the Council, the Park Board will also then consider the agreement for approval.

E) APPROVE A RESOLUTION AUTHORIZING THE REDUCTION OF THE GENOA TOWNSHIP PARK DISTRICT FITNESS CENTER RENT PAYMENTS

Following Council discussion regarding the reduction of the Fitness Center's rent, a resolution was drafted to reduce the rent for July, August, and September of 2021 by 50%. The Park District must then submit an updated profit and loss statement showing whether or not the Fitness Center is still operating at a deficit. If it is still operating at a deficit, the months of October, November, and December of 2021 will also be reduced by 50%. The Fitness Center has reached out to Jock Sommese at the Small Business Development Center. Jock will be looking over financial documents and then meeting with the Fitness Center in the near future.

F) APPROVE A SECOND AMENDMENT TO THE DEVELOPMENT AGREEMENT FOR RIVERBEND ADDITION TO GENOA

Earlier this year, the Council discussed utility easements that were previously located in Unit 6 of the Riverbend Subdivision, which is where Brian Grainger is currently building 4-unit age restricted condos. As part of this development, two portions of streets which were previously Stearn Drive and Angler Lane were vacated and soon after so were the utility easements. The agreement in the packet re-affirms that those utilities within Unit 6, including those that were previously located beneath Stearn Drive which are currently in-active and being built over, are entirely the Developer's responsibility to maintain and repair and not the City of Genoa's. The agreement also explains that ultimately, the Developer will transfer his responsibility to an H.O.A. The agreement includes an amended improvement schedule. There is an exhibit that was removed from the draft document that reaffirmed that in the case of foreclosure of the lots in discussion, the bank would be responsible for the utilities and not the City. The Developer was not able to get the bank to sign the document. Staff could continue to pursue this, however, the Amendment to be considered still has value in that it very clearly states the utilities are not the responsibility of the City.

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
AUGUST 4, 2021
7:00 P.M.
333 East First Street
City Council Chambers

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE JULY 21, 2021 CITY COUNCIL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

- A) APPROVE THE PURCHASE AND REPAIR OF A COMPRESSOR FOR THE HEATING AND COOLING SYSTEM AT CITY HALL BY SERVICE CONCEPTS, NOT TO EXCEED \$16,476.08**
Please see the information in the packet.
- B) APPROVE HOT PATCHING REPAIR TO WATSON DRIVE AND REID ROAD BY CURRAN CONTRACTING, NOT TO EXCEED \$12,000**
Please see the information in the packet.
- C) APPROVE PLUMBING IMPROVEMENTS TO CITY HALL (POLICE DEPARTMENT) BY BERO PLUMBING, NOT TO EXCEED \$17,800**
Please see the information in the packet.
- D) APPROVE A BID FOR IMPROVEMENTS TO NORTH LOCUST STREET, SOUTH LOCUST STREET, ELM STREET, CHURCH STREET, SOUTH STOTT STREET, SOUTH BROWN STREET, SOUTH HADSALL STREET AND KOCH DRIVE BY SCHROEDER ASPHALT SERVICES, NOT TO EXCEED \$412,928.62**
A bid was advertised for the improvements to the Streets listed above, with Schroeder Asphalt Services being the lowest responsive bidder, bidding \$412,928.62. This is approximately \$60,000 less than what the City had estimated. This project will be funded by the 2020 Bond.

- IX. DEPARTMENT REPORTS**
- A) ADMINISTRATION**
 - B) FINANCE**
 - C) PUBLIC WORKS**
 - D) POLICE**
 - E) MAYOR**

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
AUGUST 18, 2021
7:00 P.M.
333 East First Street
City Council Chambers

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE AUGUST 4, 2021 CITY COUNCIL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) APPROVE THE PURCHASE OF IRON FOR THE PRAIRIE STREET WATER MAIN PROJECT FROM CORE AND MAIN, NOT TO EXCEED \$56,500

Please see the information in the packet.

B) CONSIDER AN ORDINANCE AMENDING APPENDIX A OF THE MUNICIPAL CODE OF THE CITY OF GENOA

This Ordinance amends fees for various building permits. Some of the fees are being simplified (i.e. rather than two separate fees for a rough and final inspection for electrical projects, there is just one fee for electrical permits). The fee for replacement of a hot water fee is being increased by \$5 to be consistent with the City's costs for this inspection. The \$.09 fee per lineal foot for fences over 150' is being removed because it causes confusion with applicants and it has not been used in the recent past. There are 3 new inspection fees that are proposed to be added to Appendix A:

- A fee for sheds with a concrete pad-\$75.00- one fee for the shed, another for the concrete pad. This simplifies the permitting process to have one fee rather than two.
- A fee for a patio-\$75.00- this fee has not been explicitly stated in the Code, however, this is the fee residents have been charged under the miscellaneous permit based on required inspections. This simplifies the permitting process to have one fee rather than two.
- A fee for utility permits-\$100- these are permits requested by utilities to get approval from Public Works prior to digging. They have been charged \$100 in the past, however, this fee should be adopted by the Council and stated in the Code.

C) APPROVE AN ORDINANCE PERTAINING TO THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND

This Ordinance, drafted by the Illinois Municipal League, allows the Mayor to sign and agree to both the NEU Award Terms and Conditions and the Assurance of Compliance with the Civil Rights Requirements for the American Rescue Plan Act funds. The NEU Award Terms and Conditions generally states how the funds can be used, the time period for using the funds, and reporting/record requirements. It also outlines that an award recipient cannot discriminate. There are other requirements, such as any publication produced with the funds must contain a sentence that the project is supported by the federal award and that an award recipient should encourage contractors to adopt on the job seat belt policies, among other requirements. A conflict of interest policy is also included on page 2 of the ordinance. In the packet is information on how American Rescue Plan Act funds can be used. The City is eligible for \$711,939.83 in ARPA funding.

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
SEPTEMBER 1ST, 2021
FOLLOWING THE SPECIAL
COMMITTEE OF THE WHOLE MEETING
333 East First Street
City Council Chambers

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE AUGUST 17TH SPECIAL COMMITTEE OF THE WHOLE MEETING AND THE AUGUST 18, 2021 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**

- A) AUTHORIZE THE MAYOR TO ENTER INTO A SERVICES AGREEMENT WITH RKDIXON**

This contract with RKDixon is for maintenance and repair of the City's copy machines, as well as 4,000 black and white copies and 1,200 color copies per month. The Finance Director has reduced the copies per the contract based on past usage, which will save almost \$2,700 per year. The cost for the service is \$205.60 per month; however, the City will be billed for any overages of copies which may happen from time to time. The cost is \$.01 per black and white copy and \$.08 per color copy. The term of the contract is for 1 year, which if approved, will retroactively begin on 7/15/2021 due to a delay from RKDixon sending the contract to the City for approval. Aside from the reduction in copies, the service agreement are the same services previously received by the City for the copy machines. The City has worked with RKDixon for several years and is happy with the service they provide.
- B) APPROVE A RESOLUTION AUTHORIZING THE MAYOR TO REQUEST A PERMIT FROM THE ILLINOIS DEPARTMENT OF TRANSPORTATION TO LOCATE, CONSTRUCT, OPERATE, AND MAINTAIN A WATER MAIN BENEATH ROUTE 72.**

This Resolution authorizes the City to apply for a permit from IDOT to allow the City to cut into Route 72 to do work for the Prairie Street Water Main Project. This work will be completed by a contractor at a later date. The City of Genoa will work with a contractor for restoration of the highway as required by IDOT.
- C) APPROVE AN ORDINANCE AMENDING SECTION 7-9-25, SMALL WIRELESS FACILITIES, PROVIDING FOR THE REGULATION OF AND APPLICATION FOR SMALL WIRELESS FACILITIES AND REVISING EXISTING SMALL WIRELESS FACILITIES DEPLOYMENT PROVISIONS**

This Ordinance amends the City Code in regards to Small Wireless Facilities. The City of Genoa adopted a "Small Cell Ordinance" that was drafted by the Illinois Municipal League after the State of Illinois passed the Illinois Small Wireless Facilities Deployment Act. Shortly after, the

Federal Communications Commission (FCC) created new regulations governing the implementation of small wireless technology, which conflicted with Illinois regulations in some ways. Some of these FCC regulations were challenged in court, but with these issues now resolved, our City Attorney is recommending that the City update its Small Wireless Facilities Ordinance. There are still some conflicts between Federal and State law, and in these instances, the City Attorney has deferred to Federal regulations within the Ordinance.

D) APPROVAL OF THE APPOINTMENT OF ALDERMAN PAM WESNER TO THE LIQUOR COMMISSION

E) APPROVAL OF THE APPOINTMENT OF ALDERMAN COURTNEY WINTER TO THE LIQUOR COMMISSION

F) APPROVAL OF A BID AND AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT WITH SCHROEDER ASPHALT SERVICES FOR IMPROVEMENTS TO SOUTH GENOA STREET, NORTH WASHINGTON STREET, NORTH SYCAMORE STREET, EAST RAILROAD AVENUE, AND HOMEWOOD DRIVE NOT TO EXCEED \$721,647.64

In the packet is a bid tabulation of bids opened on August 23rd for the 2021 MFT street projects as well as a letter from C.E.S., INC., the City's consulting engineers, recommending the City award the bid for these projects to Schroeder Asphalt Services. Schroeder Asphalt Services was the lowest responsive bidder, bidding at \$721,647.64. The Engineer's Estimate was \$827,905.75, meaning the project came in over \$100,000 under budget. Schroeder Asphalt Services was also awarded the bid for several other street projects in Genoa which should begin in the coming weeks. Per the Contract, Shroeder will complete South Genoa Street in November with the remaining streets to be finished in May 2022.

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION**
- B) FINANCE**
- C) PUBLIC WORKS**
- D) POLICE**
- E) MAYOR**

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
SPECIAL CITY COUNCIL MEETING AGENDA
SEPTEMBER 22ND, 2021
7 P.M.
333 East First Street
City Council Chambers

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE SEPTEMBER 1, 2021 SPECIAL COMMITTEE OF THE WHOLE MEETING AND THE SEPTEMBER 1, 2021 CITY COUNCIL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) APPROVE AN ORDINANCE AUTHORIZING EXECUTION OF AN AGREEMENT BY AND BETWEEN THE CITY OF GENOA AND FLOOD BROS DISPOSAL CO. TO PROVIDE SOLID WASTE COLLECTION AND DISPOSAL SERVICES TO THE CITY OF GENOA

This Ordinance approves a contract with Flood Brothers Disposal Co. for residential waste hauling services. The City of Genoa's contract with Waste Management expires at the end of October. The City decided to go through a RFP process to determine if there were cost savings available for residents for waste hauling. Four proposals were received: Flood Brothers, Waste Management, GFL, and Lakeshore. The City held Committee of the Whole Meetings in both August and September in order to solicit public input. The Council ultimately indicated that there was interest in reviewing a contract with Flood Brothers, which is attached in draft form. A thorough comparison of current services with Waste Management and services to be provided by Flood Brothers is also available in the packet, which has been shared with residents via social media and discussed at length at Committee of the Whole meetings. Services per the draft Flood Brothers contract will remain largely the same. The Contract in the packet will likely change prior to the Council Meeting as it is undergoing Attorney and Contractor review. Changes to the draft in the packet will be noted at the meeting.

B) AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE VILLAGE OF KINGSTON FOR WASTEWATER TREATMENT

The City and the Village of Kingston have been negotiating a new Kingston Sewer Agreement since January 2021. Genoa and Kingston signed a 40 year Sewer Treatment Agreement in 1978. This Agreement was extended an additional 3 years and expired in June of 2021. The draft Agreement in the packet is for a term of 5 years and does not include a renewal. At this time this Agreement will need to be renegotiated, Genoa should reevaluate its own capacity needs via a Waste Water Treatment Plant Expansion or contracting with the Kishwaukee Water Reclamation District. One concern from the 1978 agreement that needed to be addressed with this new agreement is Kingston's usage. Kingston is allotted 1,000 population equivalents (P.E.'s) per

day, which is sometimes exceeded month to month, which may lead to issues for the City of Genoa's permits through the IEPA. Per the agreement, Genoa and Kingston will split the costs of installing an electronic meter so that Genoa can read the flow daily instead of on a month-to-month basis. Kingston currently pays one single \$5 capital fee and one single user charge for the entire Village because they only have one meter read by Genoa. In the draft agreement, Genoa has asked Kingston to pay 76% of the in-city limits sewer rate and 50% of the capital fee and 76% of user fee per unit, rather than per meter, which they have agreed to. Kingston's Board approved the Agreement on September 6th. Billing under the new rate structure will begin with the bill due in October if approved.

C) APPROVE AN ORDINANCE AMENDING TITLE 3, CHAPTER 3, LIQUOR CONTROL, SECTION 9 INSURANCE REQUIRED, OF THE MUNICIPAL CODE OF THE CITY OF GENOA

This Ordinance amends the insurance requirements within the City Code for liquor license holders. Staff had noted that the language appeared to be outdated. The language in the draft ordinance was supplied from the City's Attorney and is similar to other communities.

D) APPROVE THE INSTALLATION OF CURBING ON AN ALLEY ALONG THE ALLEY BETWEEN ROUTE 23 AND HADSALL STREET BY SCHROEDER ASPHALT SERVICES, INC., NOT TO EXCEED \$12,500

Please see information in the packet.

E) APPROVE THE REFURBISHING OF THE INTERNATIONAL TRUCK # 123 BY MARK'S MACHINE SHOP, NOT TO EXCEED \$25, 302

Please see information in the packet.

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
SPECIAL CITY COUNCIL MEETING AGENDA
SEPTEMBER 28TH, 2021
7 P.M.
333 East First Street
City Council Chambers

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

IV. NEW BUSINESS

A) APPROVE AN ORDINANCE AUTHORIZING EXECUTION OF AN AGREEMENT BY AND BETWEEN THE CITY OF GENOA AND FLOOD BROS DISPOSAL CO. TO PROVIDE SOLID WASTE COLLECTION AND DISPOSAL SERVICES TO THE CITY OF GENOA

This Ordinance approves a contract with Flood Brothers Disposal Co. for residential waste hauling services. The City of Genoa's contract with Waste Management expires at the end of October. The City decided to go through a RFP process to determine if there were cost savings available for residents for waste hauling. Four proposals were received: Flood Brothers, Waste Management, GFL, and Lakeshore. The City held Committee of the Whole Meetings in both August and September as well as discussed this contract at the September 22nd meeting in order to solicit public input. The Council ultimately indicated that there was interest in reviewing a contract with Flood Brothers, which is attached in draft form. A thorough comparison of current services with Waste Management and services to be provided by Flood Brothers is also available in the packet, which has been shared with residents via social media and discussed at length at Committee of the Whole and City Council meetings. Services per the draft Flood Brothers contract will remain largely the same. The Contract in the packet will likely change prior to the Council Meeting as it is undergoing Attorney and Contractor review. Changes to the draft in the packet will be noted at the meeting.

V. ANNOUNCEMENTS

VI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
OCTOBER 6, 2021
7 P.M.
333 East First Street
City Council Chambers

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE SEPTEMBER 22, 2021 SPECIAL CITY COUNCIL MEETING AND THE SEPTEMBER 28, 2021 SPECIAL CITY COUNCIL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) APPROVE THE CLOSURE OF SOUTH WASHINGTON STREET FROM THE ALLEY TO MAIN STREET FOR AN OPENDOOR COFFEE EVENT ON NOVEMBER 20, 2021

OpenDoor Coffee has requested the closure of South Washington Street during a Christmas Market event on November 20, 2021. The event would take place on the closed street, which would not directly block any other businesses or residences.

B) WAIVE THE BID PROCESS AND APPROVE THE PURCHASE AND INSTALLATION OF THE EAST PRIMARY CLARIFIER CROSS COLLECTOR DRIVE ASSEMBLY BY DPS EQUIPMENT SERVICE, INC NOT TO EXCEED \$66,500

In the packet is information regarding the purchase and installation of a new East Primary Clarifier at the Waste Water Treatment Plant. Last year, the West Clarifier was purchased and installed by DPS, which was the low bid last year. Staff is requesting that the bid process be waived due to difficulty of obtaining bids and the specialty service to be offered, which also leads to limited bidders. This item was budgeted, however, is \$13,000 over the budgeted amount due to material increases. Staff would like to proceed despite the cost increase because prices will likely continue to go up.

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION**
- B) FINANCE**
- C) PUBLIC WORKS**
- D) POLICE**
- E) MAYOR**

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
OCTOBER 20, 2021
7 P.M.
333 East First Street
City Council Chambers

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE OCTOBER 6, 2021 CITY COUNCIL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) APPROVE AN ORDINANCE AMENDING TITLE 9, CHAPTER 1, BUILDING CODES, SECTION 1, BUILDING CODE, OF THE MUNICIPAL CODE OF THE CITY OF GENOA

This ordinance allows non-metallic (plastic) electrical boxes for electrical devices for residential construction. This amendment would continue to require metallic electrical boxes for commercial construction. The City adopted the 2003 International Building Code, which allows non-metallic boxes; however, an amendment was made to require metallic electrical boxes in residential and commercial construction. This amendment is more restrictive than the code and contractors have asked the Council to reconsider. There are several local communities that allow non-metallic boxes for residential construction and the City's Building Inspector has determined that the regulations within the Code are adequate without the City establishing additional requirements for residential construction as long as ceiling fans have a box rated for ceiling support/fans. That being said, the Inspector would suggest to continue requiring metal boxes for commercial construction, which is included in the ordinance.

B) PRESENTATION OF THE CITY OF GENOA FISCAL YEAR 2020-2021 AUDIT REPORT BY SIKICH
Sikich's Auditor's Communication to the City Council is available in the packet. Sikich will present their findings at the City Council meeting.

C) ACCEPT THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR ENDED APRIL 30, 2021

Each year, the City's financials and accounting controls are reviewed by an independent auditor, Sikich. The City's financial statements are presented as a Comprehensive Annual Financial Report (AFR). In this format, the basic financial statements, statements of net position and budget-to-actual statements are provided with additional information about the City in the introductory section and a statistical section toward the end of the document to show a historical comparison. The City of Genoa will be submitting the Comprehensive AFR to the Government Finance Officers Association (GFOA) in order to be considered for the Certificate of Achievement for Excellence in Financial Reporting. The City of Genoa has received the

Certificate with the past 15 Comprehensive AFRs submitted and believes the Audit once again conforms with the GFOA's award standards. The Management's Discussion and Analysis (MD&A) is available in the Comprehensive AFR and will be posted on the City's website, once the Comprehensive AFR is accepted by the Council. The MD&A is designed to provide a narrative overview and analysis of the City's financial activities for the past fiscal year. The MD&A focusses on significant financial issues as well as changes in the City's financial position.

D) DISCUSS THE REDUCTION OF THE GENOA TOWNSHIP PARK DISTRICT FITNESS CENTER'S RENT FOR THE MONTHS OF OCTOBER, NOVEMBER, AND DECEMBER

This past July, the City Council approved a Resolution that reduced the Park District Fitness Center's rent by 50% in July, August, and September. The Resolution also states, "A 50% reduction of rent, excluding utilities, for an additional 3 months (October 2021, November 2021, and December 2021) shall be contingent on the Fitness Center providing a profit and loss statement in September of 2021 that demonstrates the Fitness Center is still operating at a deficit". The Fitness Center has provided this profit and loss statement, which shows that the Fitness Center had a loss of \$8.26 in September. The Resolution approved in July 2021 as well as the profit and loss statement provided by the Park District is in the packet. The 50% reduction for October, November, and December amounts to \$5,004. Staff is looking for guidance in how to proceed with the Fitness Center's rent.

E) APPROVE AN ORDINANCE ANNEXING THE BONHEUR SENIOR OPTIONS LLC PROPERTY LOCATED AT THE SOUTHWEST CORNER OF DERBY LINE ROAD AND SECRETARIAT DRIVE TO THE CITY OF GENOA

The City received a petition for annexation from Evolution Associates, LLC, as Contract Buyer, and Bonheur Senior Options, LLC, as property owner to annex the 1.8 acre property at the corner of Secretariat Drive and Derby Line Road. The purpose of the annexation is for the Special Use to be considered below.

F) APPROVE AN ORDINANCE APPROVING ZONING UPON ANNEXATION TO SUBURBAN RESIDENTIAL, A FINAL PLAT OF SUBDIVISION, AND A SPECIAL USE PERMIT FOR A CRAFT AND STORAGE BARN AT THE PROPERTY LOCATED AT THE CORNER OF DERBY LINE ROAD AND SECRETARIAT DRIVE

In July, the City Council amended the Unified Development Ordinance to allow Craft and Storage Barns as a Special Use. Standards and criteria are outlined in 4.3.3 M of the Unified Development Ordinance as well as the Staff Report within the packet. Based on the standards and criteria approved by the City Council, Evolution Associates, LLC submitted a petition to rezone a 1.8 acre parcel following annexation, a Final Plat of Subdivision (to combine 2 parcels in order to make a parcel larger than 5 acres), as well as a request for a Special Use for a Craft and Storage Barn, which is outlined in the Staff Report. At the September 9, 2021 Plan Commission meeting and Public Hearing for the request, residents of the Derby Estates subdivision attended the meeting due to concern of having a barn "in their subdivision". While the subject property is not within their subdivision, it would be adjacent to the subdivision with an entrance off of Secretariat Drive (which was suggested by Staff due to the 45 MPH speed limit on Derby Line Road). Other concerns of residents included having to look at the barn and also concern of what the barn could be used for and/or what could be stored in the barn. With 4 Plan Commission members present, 3 voted to recommend the petition for approval, with one member voting no. Ultimately, there was no recommendation by the Plan Commission because not enough members voted yes to make the recommendation (4 yes's were needed).

Following the September 9, 2021 Plan Commission meeting, Staff worked with Evolution Associates, LLC to address concerns of the residents that attended the meeting. The petitioners

have since moved the driveway to the Craft and Storage Barn to Derby Line Road as well as revised their landscaping plans to accommodate the new driveway location. Architectural and building plans have been submitted showing the architectural enhancements that have been made to the building. The petitioners plan for a crop to be planted in 2022 before construction of the building begins, however, after construction of the building (beginning in 2023), the property can only be bailed for hay and used for craft and storage purposes (rather than commercial, agricultural, or as a permanent residential unit). Landscaping screening will be completed in 2023. The zoning request is consistent with surrounding use and the subdivision creates a conforming lot. Information submitted for the Plan Commission meeting, as well as revised plans, meet the requirements for a Special Use Permit for a Craft and Storage Barn.

G) APPROVE THE PURCHASE OF THREE 2022 FORD F-150S FROM MARROW BROS, WITH A GRAND TOTAL NOT TO EXCEED \$80,000

Please see the information in the packet.

H) APPROVE THE EXPENSE OF DESIGN ENGINEERING FOR RECONSTRUCTION OF WATSON DRIVE, REID ROAD, AND COOPER COURT BY C.E.S., INC, NOT TO EXCEED \$17,379.25

In the packet is a proposal from C.E.S. that includes design engineering, reconstruction, and construction engineering for Watson Drive, Reid Road, and Cooper Court, totaling \$283,033.50. These are preliminary estimates, however, approval of the design engineering is needed if the Council wishes to move forward with the project. These streets were analyzed and determined to be failed, which makes them a priority. The engineering and reconstruction would be paid for using the 2020 Public Improvement Bond, which has funds remaining after existing street projects are completed and paid for. If approved, C.E.S. would complete design engineering and the project would go out for a bid. This project would likely be completed in Spring 2022.

I) APPROVE ENGINEERING EXPENSES FOR SUBMITTING A REBUILD ILLINOIS GRANT APPLICATION BY C.E.S., NOT TO EXCEED \$7,500.

The Mayor and Staff have met with C.E.S. in regards to submitting a grant application for the Rebuilt Illinois' Rebuild Downtowns and Main Streets Capital Grant Program (RDMS). Preliminary drawings of what could be done using this grant funding is in the packet which includes new street lighting with electrical underground and adding paver brick to some of the sidewalks as well as the possibility of additional landscaping features. There is \$50 million in funding available. The current project costs are estimated at \$900,000. RDMS does not require a minimum funding match but it would aid in the success of the grant application if the City were to match with at least 10%. The costs for C.E.S. to submit the grant includes the grant paperwork, meetings with the Mayor and Staff to complete required narratives, as well as exhibits and cost estimating which requires site visits. An outline of the grant requirements are included in the packet. The costs of submitting the grant as well as the possible future engineering and construction costs would be paid for using the 2020 Public Improvement Bond. While the grant application is due in January 2022, it is likely that the project would not begin until 2023.

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
NOVEMBER 3, 2021
7 P.M.
333 East First Street
City Council Chambers

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

IV. APPROVAL OF MINUTES FROM THE OCTOBER 20, 2021 CITY COUNCIL MEETING

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) RECOGNITION OF EAGLE SCOUTS CHRISTIAN HUERTA, JAMES DRESKA, AND HUNTER SWANSON

B) UPDATE ON PROGRESS IN RIVERBEND BY BY GRAINGER

C) APPROVE THE 2021 TAX LEVY DETERMINATION FOR THE CITY OF GENOA

Staff has prepared the 2021 Tax Levy Determination:

City of Genoa	\$820,000
Genoa Riverbend SSA	\$ 80,753
Derby Estates SSA	\$ 8,100
Genoa Oak Creek Estates SSA #4	\$ 11,318

The tax levy determination being presented results in a 2.3% reduction in the City of Genoa's tax rate. A detailed presentation will be provided at the City Council meeting. A Public Hearing and final approval will be at the December 1, 2021 meeting.

D) DISCUSS THE REDUCTION OF THE GENOA TOWNSHIP PARK DISTRICT FITNESS CENTER'S RENT FOR THE MONTHS OF NOVEMBER AND DECEMBER

This past July, the City Council approved a Resolution that reduced the Park District Fitness Center's rent by 50% in July, August, and September. The Resolution also states, "A 50% reduction of rent, excluding utilities, for an additional 3 months (October 2021, November 2021, and December 2021) shall be contingent on the Fitness Center providing a profit and loss statement in September of 2021 that demonstrates the Fitness Center is still operating at a deficit". In September, the Fitness Center had a loss of \$8.26. This item was on the October 20, 2021 City Council Agenda and the Council approved the 50% reduction for October, however, the Council had some questions so the item has been placed on the agenda once again to consider the reduction for November and December. Paul Bafia, Executive Director of the Park District,

will be present at the meeting to answer questions. Staff is looking for guidance on how to proceed with the Fitness Center's rent.

E) REJECT ALL BIDS FOR THE 2021 PARTIAL SERVICE LATERAL CIPP LINING PROJECT

On October 27, 2021, a bid was received for the sewer lateral lining project which amounted to \$70,000. \$130,000 was budgeted for the lateral lining project and Item F, with Item F being prioritized. City Staff and Civil Engineering Services is recommending that the Council reject all bids received for the 2021 Partial Service Lateral CIPP Lining Project. Staff will reconsider the scope of the project and analyze the costs compared to benefits.

F) AWARD A BID TO VISU-SEWER OF ILLINOIS, LLC, FOR THE 2021 SANITARY SEWER CIPP LINING PROJECT BASE BID, ALTERNATE 1, ALTERNATE 2, AND ALTERNATE 3, AND REJECT ALTERNATE 4, NOT TO EXCEED \$113,727

There were 2 bids received on October 27, 2021 for the sanitary sewer main lining project. Staff and C.E.S. are recommending approval of the base bid, alternate 1, 2, and 3 which would entail sewer lining on Holly Court, Jackson Court, Reid Road, Watson Drive, and Cooper Court. Alternate 4's cost far exceeded Staff's estimate, which is explained in Item G. These areas were prioritized due to the infiltration and inflow into the sanitary system these mains allow. Lining will reduce I&I and prolong the life of the sewer mains as well as reduce flow into the City's Waste Water Treatment Plant that has limited capacity remaining. Due to the high cost from the bids, this project was prioritized over the lateral lining because the main lining must be done first.

G) APPROVE SANDBLASTING AND SPRAY LINING THE LOCUST STREET LIFT STATION BY ADVANCED REHABILITATION, NOT TO EXCEED \$17,000

A bid was received for lining the Locust Street Lift Station (Alternate 4 discussed above), which amounted to \$31,500. Staff had previously received a quote for this work which had come in at almost half the cost. Attached is a quote to sandblast and spray line the Locust Street lift station for \$17,000. The cost difference is likely due to both the bidder's availability to do the work as well as materials used for the project. The Contractor has done work in the City of Genoa previously. This project is in an effort to reduce the infiltration and inflow into the sewer system.

H) APPROVE HEALTH INSURANCE RENEWAL EFFECTIVE DECEMBER 1, 2021 THROUGH NOVEMBER 30, 2021

The City has received renewal proposals for the City's Employee Health Insurance Program. The Program includes health, prescription drug, dental, life, and disability insurance for qualified employees. In 2020, the City's health insurance renewal reduced 14.5% which resulted in a \$43,105 cost savings. The renewal for medical, dental, life, and disability effective December 1, 2021 had an increase \$42,260. Blue Cross Blue Shield adjusts their quote based on the previous year's claims, changes in employees and their coverage, and the filed rates established by the State of Illinois. City Staff has discussed this cost increase with the City's health insurance broker and ways to reduce the cost of the renewal premiums. One option is losing the City's grandfathered-in status with the City's current plan and implementing an Affordable Care Act (ACA) plan. The City did request quotes from the broker to purchase an ACA plan for health insurance and the City Employee's benefits would be greatly reduced while still increasing the premium in cost by \$24,503 for the upcoming year of coverage. Additionally, there is a possible 20% excise tax that the City may be required to pay under the ACA plan. Staff is recommending approval of the current insurance program due to the net cost savings of \$845 over three years (2019-2022), however, action may need to be taken should the City see a similar increase again for 2023.

I) DISCUSS DOWNTOWN STREETScape DESIGNS

The City of Genoa will be applying to the Rebuild Illinois' Rebuild Downtowns and Main Streets Capital Grant Program (RDMS). There is \$50 million in funding available. The current project costs based on preliminary drawings are estimated at \$900,000. RDMS does not require a minimum funding match but it would aid in the success of the grant application if the City were to match with at least 10%. While the grant application is due in January 2022, it is likely that the project would not begin until 2023. Images from Aldermen that submitted design ideas will be compiled into a presentation. Through the presentation and discussion, Staff and the Engineers are seeking input on design preferences so that the grant application process can begin.

J) RECOGNITION OF ALDERMAN KATIE LANG UPON HER RETIREMENT AS WARD 4 ALDERMAN

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

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CITY OF GENOA
CITY COUNCIL MEETING AGENDA
NOVEMBER 17, 2021
7 P.M.
333 East First Street
City Council Chambers

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
 - A) KRISSEY JOHNSON, EXECUTIVE DIRECTOR OF THE GENOA AREA CHAMBER OF COMMERCE**
 - B) UNITED WAY OF THE GENOA-KINGSTON AREA**
- IV. APPROVAL OF MINUTES FROM THE NOVEMBER 3, 2021 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - A) APPROVE THE LIST OF 2022 OFFICE CLOSINGS**
 - B) APPROVE THE LIST OF 2022 CITY OF GENOA COUNCIL, BOARDS, AND COMMISSIONS MEETINGS**
 - C) APPROVE A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE CITY OF GENOA AND ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES FOR INSURANCE**
Please see the memo in the packet.
- IX. DEPARTMENT REPORTS**
 - A) ADMINISTRATION**
 - B) FINANCE**
 - C) PUBLIC WORKS**
 - D) POLICE**
 - E) MAYOR**
- X. ANNOUNCEMENTS**
- XI. MOTION TO ADJOURN**

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CITY OF GENOA
CITY COUNCIL MEETING AGENDA
DECEMBER 1, 2021
7:00 P.M.

PUBLIC HEARING ON THE 2021 TAX LEVY FOR OAK CREEK ESTATES UNIT FOUR SPECIAL SERVICE AREA AND THE 2021 TAX LEVY FOR THE RIVER BEND SPECIAL SERVICE AREA

- I. CALL TO ORDER/ ROLL CALL**
- II. PUBLIC COMMENT**
- III. CLOSE THE PUBLIC HEARING**
- IV. MOTION TO ADJOURN**

REGULAR CITY COUNCIL MEETING

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE NOVEMBER 17, 2020 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**

A) CONSIDER AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES FOR THE CITY OF GENOA

- MOTION TO APPROVE AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES FOR THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS, FOR THE FISCAL YEAR COMMENCING ON THE 1ST DAY OF MAY, 2021 AND ENDING ON THE 30TH DAY OF APRIL, 2022

B) CONSIDER ORDINANCES LEVYING SPECIAL SERVICE AREA PROPERTY TAXES FOR RIVERBEND, DERBY ESTATES, AND OAK CREEK ESTATES UNIT 4

- MOTION TO APPROVE AN ORDINANCE LEVYING SPECIAL SERVICE AREA PROPERTY TAXES FOR THE SPECIAL SERVICES TO BE PROVIDED IN RIVER BEND SPECIAL SERVICE AREA IN THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS FOR THE FISCAL YEAR COMMENCING ON THE 1ST DAY OF MAY, 2021 AND ENDING ON THE 30TH DAY OF APRIL, 2022
- MOTION TO APPROVE AN ORDINANCE LEVYING SPECIAL SERVICE AREA PROPERTY TAXES FOR THE SPECIAL SERVICES PROVIDED IN DERBY ESTATES SPECIAL SERVICE AREA IN THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS FOR THE FISCAL YEAR COMMENCING ON THE 1ST DAY OF MAY, 2021 AND ENDING ON THE 30TH DAY OF APRIL, 2022
- MOTION TO APPROVE AN ORDINANCE LEVYING SPECIAL SERVICE AREA PROPERTY TAXES FOR THE SPECIAL SERVICES TO BE PROVIDED IN GENOA OAK CREEK ESTATES UNIT FOUR SPECIAL SERVICE AREA IN THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS FOR THE FISCAL YEAR COMMENCING ON THE 1ST DAY OF MAY, 2021 AND ENDING ON THE 30TH DAY OF APRIL, 2022

C) CONSIDER AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2021 TO PAY THE PRINCIPAL OF AND INTEREST ON THE 2020 PUBLIC INFRASTRUCTURE BOND

- MOTION TO APPROVE AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2021 TO PAY THE PRINCIPAL OF AND INTEREST ON \$2,500,000 GENERAL OBLIGATION BONDS, SERIES 2020, OF THE CITY OF GENOA, ILLINOIS

IX. DEPARTMENT REPORTS

- A) ADMINISTRATION**
- B) FINANCE**
- C) PUBLIC WORKS**
- D) POLICE**
- E) MAYOR**

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

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CITY OF GENOA
CITY COUNCIL MEETING AGENDA
DECEMBER 15, 2021
7:00 P.M.

I. CALL TO ORDER & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. GUEST SPEAKERS

**A) BRIAN WALLACE, KATE HOLCOMB, AND CORTNEY STROHACKER
KISHWAUKEE VALLEY WANDERERS**

**IV. APPROVAL OF MINUTES FROM THE DECEMBER 1, 2021 PUBLIC HEARING AND
THE DECEMBER 1, 2021 CITY COUNCIL MEETING**

V. APPROVAL OF ACCOUNTS PAYABLES

VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE*

VII. OLD BUSINESS

VIII. NEW BUSINESS

A) CONSENT AGENDA BY OMNIBUS VOTE

- MOTION OF UNANIMOUS CONSENT OF THE CITY COUNCIL FOR USE OF AN OMNIBUS VOTE TO APPROVE THE CONSENT AGENDA.
- MOTION TO APPROVE THE CONSENT AGENDA THAT INCLUDES THE FOLLOWING ITEMS:
 - USE OF CITIZEN’S/ CARROLL PARK AND DOWNTOWN SIDEWALKS DURING THE EGGAPALOOZA EVENT ON APRIL 9TH AND 10TH, 2022
 - USE OF CITIZEN’S/CARROLL PARK DURING THE CLEAN THE KISH EVENT ON JUNE 25, 2022
 - USE OF CITIZEN’S/CARROLL PARK DURING THE KISHWAUKEE VALLEY WANDERERS KAYAK & CANOE THE KISH EVENT ON JULY 16, 2022
 - USE OF CITIZEN’S/CARROLL PARK DURING THE KISHWAUKEE VALLEY WANDERERS RUMBLE ON THE RIVER EVENT ON SEPTEMBER 9, 2022
 - USE OF CITIZEN’S/CARROLL MEMORIAL PARK FOR THE VOLKSFEST EVENTS SEPTEMBER 9TH AND 10TH, 2022

B) APPROVE AN ECONOMIC DEVELOPMENT SERVICES AGREEMENT

Within the packet is an agreement with Jock Sommese to continue working as the Economic Development Consultant for the City of Genoa. Mr. Sommese has served as the City Economic Development Consultant since June of 2021 and aided with the City with re-establishing the Economic Development Commission as well as connecting the Mayor and City Staff with local resources to further economic development. In the coming months, Mr. Sommese will be working to set up

meetings with local business owners to enhance relationships and discuss growth of Genoa.

C) PRESENTATION REGARDING THE REBUILD DOWNTOWNS AND MAIN STREETS CAPITAL GRANT PROGRAM APPLICATION

D) APPROVE THE PURCHASE OF A CAD SYSTEM FROM CENTRAL SQUARE, NOT TO EXCEED \$12,030

The Police Department is requesting to purchase a CAD (Computer Aided Dispatch) System to replace their existing system that is outdated and no longer supported. This system will help streamline the mandatory reporting required by the State of Illinois. This purchase was budgeted for in the 2021-2022 Budget and there are sufficient funds in the line item within the budget.

E) APPROVE AND AUTHORIZE THE MAYOR TO SIGN AN IEPA FINAL LOAN CLOSING AMENDMENT FOR DRINKING WATER PROJECT L175598, WELL NUMBER 4 IMPROVEMENTS AND WATER MAIN REPLACEMENTS

In the packet is a revised loan document for the Well 4 and water main projects that were completed earlier this year. A description of the original project is included in the loan document. This loan document is being amended in order to reduce the principal by \$104,912.79 (from \$1,459,129.70 to \$1,354,216.91) due to the project being completed under budget.

Eligible Project Cost:	\$1,354,216.91
Construction Period Interest	\$ 1,378.65
Less Principal Forgiveness	\$ 800,000.00
Total Amount Financed	\$ 555,595.56
1.5% interest rate	
20 year term	

F) APPROVE AND AUTHORIZE THE MAYOR TO SIGN A MASTER CPA PROFESSIONAL SERVICES AGREEMENT WITH SIKICH LLP

The City of Genoa has contracted with Sikich since 1999 for audit services. Sikich provides auditing services to over 100 governmental clients, making them a prominent auditing firm in Northern Illinois. For the past 22 years, Sikich has provided excellent auditing services as well as outstanding resources regarding accounting issues. The agreement includes the general conditions of working with Sikich and will not need to be renewed each year.

G) APPROVE AND AUTHORIZE THE MAYOR TO SIGN A STATEMENT OF WORK WITH SIKICH LLP, NOT TO EXCEED \$24,165

In previous years, Sikich has included the statement of work within the agreement for services, however, has since made these two separate documents. Moving forward, should the City continue to work with Sikich, only the Statement of Work will need to be approved each year. While the agreement in Item F includes their general conditions, such as confidentiality, billing, and communication practices, the statement of work details the services to be provided to the City of Genoa specifically. This year, the costs of these services has increased by 3%, totaling

\$24,165. This cost increase is similar to increases in previous years and a minimal increase for the cost of doing business given the current financial climate. The cost for these services is largely attributed to the City of Genoa Fiscal Year Ended April 30, 2022 Audit, which is required by law. An audit of the Police Pension Fund and an opinion on the generally accepted government auditing standards are also required, which is included in the Statement of Work being considered.

IX. DEPARTMENT REPORTS

A) ADMINISTRATION

B) FINANCE

C) PUBLIC WORKS

D) POLICE

E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

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