

VILLAGE OF MACHESNEY PARK
HELD IN THE FRANK G. BAUER MUNICIPAL HALL
Journal of Proceedings ~ Regular Meeting, May 20, 2019

The meeting was called to order at 6:00 p.m. by Mayor Steve Johnson. Pastor Rodney Lensendorf from First Born Ministries gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee Jake Schmidt.

Present: Mayor Steve Johnson, Trustees Joe Seipts, Jake Schmidt, James Kidd, Aaron Wilson (elect.), and Erick Beck
Absent: Trustee Terri Bailey
Present: Village Clerk Lori Mitchell
Village Treasurer Bradley Robison
Village Attorney Tom Green
Village Administrator Tim Savage
Finance and Human Resources Manager Michelle Johannsen
Public Works Superintendent Chad Hunter
Village Engineer Nick Arps
Student Liaison Hannah Herrera
Public Safety Supervisor Lt. Pete Dal Pra

Trustee Aaron Wilson is absent from the meeting due to work commitments and has requested to attend via speaker phone. Trustee Schmidt made a motion to allow Trustee Wilson to attend the meeting by electronic attendance; seconded by Trustee Seipts. Motion approved by voice vote.

Approval of Electronic Attendance by Tr. Wilson

The Journal of Proceedings for the Regular Board Meeting from May 6, 2019, were approved per typewritten copies submitted by the Clerk on a motion by Trustee Beck and seconded by Trustee Seipts. Motion carried by voice vote.

1. Minutes Approved

Village Treasurer Bradley Robison presented the Treasurer's Report indicating that as of May 13, 2019, the total of all funds was \$13,555,882.89. A copy of the treasurer's report is available at the back of the room. A motion was made by Trustee Schmidt and seconded by Trustee Seipts to accept the Treasurer's Report. Motion carried by voice vote.

2. Treasurer's Report

Clerk Mitchell presented an Award of Recognition to Harlem High School Student Liaison Hannah Herrera for bringing news from Harlem to each Board Meeting. We look forward to having her serve as Student Liaison again next year.

3. Communications
Recognition of Hannah Herrera

Trustee Schmidt presented the warrant in the amount of \$499,549.41 and moved for its authorization; seconded by Trustee Seipts. Motion approved. On roll call: 5 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, and Beck), 0 nays, 1 absent (Trustee Bailey)

4. Warrant/Approved

ADMINISTRATIVE REPORTS

Mayor Johnson congratulated Public Works Superintendent Chad Hunter on 20 years of dedicated employment with the Village of Machesney Park. He started work on June 1, 1999. Chad thanked the Village for twenty great years of employment. He has enjoyed his service.

5. Administrative Reports

Mayor Johnson congratulated Administrative Assistant/Deputy Clerk Penny Miller on 30 years of dedicated employment with the Village of Machesney Park. She began working at the Village on May 22, 1989. Penny stated that she and Chad have enjoyed serving the needs of the Village for all these years and that is what has made the service special to each of them.

6. Mayor's Report
Recognition of 20 Years
Employment by Chad
Hunter

Recognition of 30 Years
Employment by Penny
Miller

Mayor Johnson presented the 2019 State of the Community Report. The State of the Community Report is attached at the end of these minutes.

State of Community
Report

Attorney Tom Green had no report this evening.

7. Attorney's Report

Village Administrator Tim Savage (accompanied by Sheriff Gary Caruana) presented Lt. Pete Dal Pra with a Commendation for Exemplary Service in recognition of outstanding contributions by coordinating the Countywide Recovery Efforts during the March 2019 Rock River Flood Event. Sheriff Caruana voiced his appreciation for Lt. Dal Pra's efforts as Incident Commander during the flooding while maintaining his day to day responsibilities in the Village. In addition, Lt. Dal Pra has been attending a very intense series of classes since January from which he will graduate on June 14. This combination was no easy task and is very much appreciated. Lt. Dal Pra thanked everyone for the recognition.

Finance and HR Manager Michelle Johannsen had no report this evening.

Community Development Director James Richter II left no report in his absence this evening.

Public Works Superintendent Chad Hunter had no report this evening.

Village Engineer Nick Arps advised that there are two resolutions on the Consent Agenda this evening. Resolution 31-R-19 is for Burden Road reconstruction and Resolution 32-R-19 is for the Gregory Drive extension. They were both recommended for approval at committee level this evening and he recommends their approval and passage by the Board as well.

Student Liaison Hannah Herrera reported that the school year has been busy, but is rapidly coming to a close. May 11, the High School hosted the Vet Docs Gala, an event where students who had spent the last year interviewing and developing videos of Veterans presented the videos to them and their families that night. There was a very good turnout. The HHS Environmental Club received a grant to create a Prairie Garden on the High School Grounds. Hannah was able to help with this project. The Harlem Girls Track Team is making history. They won Conference, Sectionals and had finalists at State as well. This is the first time Harlem Girls Track has achieved this recognition.

Public Safety Supervisor, Lt. Pete Dal Pra thanked everyone for the recognition this evening. Further, for the month of April, the Sheriff's Police made 528 Traffic Stops, of which 10 were DUI's, 713 Community Contacts and tagged 20 vehicles for being inoperable. Further, he reported that as of the end of next week, all Machesney Park Deputies will have completed their yearly 40-Hour Training. Also, he reported regarding the Strong House which will be located at 825 Marie. There will be a question and answer session on May 22 at 6:30 p.m. at the Harlem Middle School - 635 Windsor Road. Everyone is invited. Also, he wished everyone a happy and safe Memorial Day.

COMMITTEE AND TRUSTEE REPORTS

District #1 Trustee Seipts, Administration and Finance Committee Vice-Chair had no report.

District #2 Trustee Schmidt, Administration and Finance Chair reported the A&F Committee met this evening and approved the warrant along with three resolutions, one which will go to the June 3 Board Meeting and two which are on tonight's agenda, all with a positive recommendations.

District #3 Trustee Kidd, Planning and Economic Development Vice-Chair had no report this evening.

District #4 Trustee Wilson, Planning and Economic Development Chair, had no report this evening.

8. Village Administrator
Recognition of Lt. Pete Dal Pra for Outstanding Service
9. Finance/HR Manager
10. Comm. Dev Dir
11. Public Works Supt.
12. Village Engineer
13. Student Liaison
14. Pub Safety Supervisor
15. Committee Reports
16. District #1 Report
17. District #2 Report
18. District #3 Report
19. District #4 Report

District #5 Trustee Bailey, Public Improvements and Safety Vice- Chair, left no report in her absence this evening.

District #6 Trustee Beck, Public Improvements and Chair, reported the Public Improvements and Safety Committee met this evening and reviewed three resolutions, one will go to the June 3 Board Meeting and two are on tonight's agenda, all with a positive recommendations.

CONSENT AGENDA - Mayor Johnson noted that the next item is the Consent Agenda. He asked Staff to introduce all items to be considered under the Consent Agenda.

Finance and Human Resource Manager, Michelle Johannsen, presented the items as follows:

- A. Ordinance 26-19, Amending Chapter 19 to Continue the Municipal Electricity and Gas Utility Tax, Final Reading
- B. Ordinance 22-19, Granting a Special Use Permit for a School in the CG District, 8702 N. Second Street, Unit D, First Reading
- C. Ordinance 23-19, Granting a Zoning Map Amendment from CG to IL at 10253 N. Second Street, First Reading
- D. Ordinance 35-19, Amending the Village Code of Ordinances, Chapter 7, Establishing Authorized Signers to Sign Checks and Maintain Village Bank Accounts, First Reading
- E. Ordinance 36-19, Approving the Purchase of 26 Liberty Blvd., for \$10,000.00, First Reading
- F. Resolution 28-R-19, Authorizing the Final Plat of the Townhomes of North Pier Subdivision
- G. Resolution 29-R-19, Authorizing a Joint Funding Agreement for Latham Park River Gauge Between the Village of Machesney Park and USGS for the period of April 1, 2019 through March 31, 2020 in the amount of \$5,500.00
- H. Resolution 31-R-19, Awarding the Contract for the Burden Road Reconstruction to Northern Illinois Service Company in the amount of \$287,628.00
- I. Resolution 32-R-19, Awarding the Contract for the Gregory Road Extension to Northern Illinois Service Company in the amount of \$416,844.93
- J. Resolution 33-R-19, Awarding the Contract for Demolition, Framing and Drywall and Related Improvements at 8702 N. 2nd Street, Unit D, for Menta Academy to Elite Building and Remodeling in an amount not to exceed \$46,086.70
- K. Resolution 38-R-19, Awarding the Contract for the Installation of an HVAC System and related improvements for 8702 N. 2nd St., Unit D, for Menta Academy to Miller Engineering Company in an amount not to exceed \$110,000.00

Mayor Johnson asked if there were any items a Trustee would like removed from the Consent Agenda to be considered separately.

Trustee Schmidt asked for Item A, Ordinance 26-19, to be removed from the Consent Agenda and considered separately to have another staff report and have a roll call vote. Mayor Johnson indicated this item would be removed from the Consent Agenda and be placed under Unfinished Business.

Mayor Johnson called for a motion to approve all remaining items under the Consent Agenda. The motion was made by Trustee Seipts and seconded by Trustee Schmidt. The motion was approved by roll call vote: 6 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, Beck and Mayor Johnson), 0 nays, 1 absent (Trustee Bailey),

20. District #5 Report

21. District #6 Report

22. Consent Agenda

Ord 26-19/moved to Unfinished Business
Ord 22-19/1st Passed
Ord 23-19/1st Passed
Ord 35-19/1st Passed
Ord 36-19/1st Passed
Res 28-R-19/Passed
Res 29-R-19/Passed
Res 31-R-19/Passed
Res 32-R-19/Passed
Res 33-R-19/Passed
Res 38-R-19/Passed

Removed Ord 26-19 from Consent Agenda and Placed Under Unfinished Business

UNFINISHED BUSINESS

Mayor Johnson called for a motion to approve Ordinance 26-19, Amending Chapter 19 to Continue the Municipal Electricity and Gas Utility Tax, Second and Final Reading. The motion was made by Trustee Schmidt and seconded by Trustee Seipts. **Staff Report: Attorney Tom Green reported** that as directed during the Budgetary Process, passage of this Ordinance will permit the continuation of the Utility Tax by removing the automatic termination date for the Electric and Gas Utility Tax. It will allow the Village to continue to budget for the infrastructure improvements at the very impressive level that we've been able to do that in the past. It will remove the Sunset Clause and continue the tax until further action by the Village Board.

Village Administrator Tim Savage indicated this tax was implemented in March of 2013 with a seven-year sunset and is set to expire December 31, 2019. In the implementing ordinance it was specifically noted that 55% of the proceeds would be used for existing roads and related infrastructure. In addition, some funding would go to protective services. The prediction at that time, which has held true, is that the tax would generate \$1.1M annually in revenue. Over the total of seven years, we are estimating that the total amount received through this tax would be \$7.9M of which \$5M or 64% was spent on existing roads, exceeding the 55% requirement indicated in the original Ordinance. \$800k or 10% was spent on new roads; \$600k or 8% was spent on the Alpine Path; and \$1.5M on public safety. In addition, \$12,000 has been returned to low income residents through the Utility Tax Rebate Program.

Ordinance 26-19, designates 100% of the Utility Tax proceeds to be used for maintenance, reconstruction, and related infrastructure on existing roads and keeps in place the Rebate Program for low income residents. The Ordinance also provides that annually, during the budget approval process, the Administration will provide a report of revenue and expenditures regarding utility tax proceeds to be presented at a meeting of the Board of Trustees.

Discussion: Trustee Kidd related the reasons he will be voting no on this Ordinance and stated he thinks it is important to have a Sunset Clause or a termination date. Trustee Seipts spoke to why he would be voting yes. He reported that he had met with residents in his District and only one individual was not in favor of continuing this tax. The other people in the meeting were in favor of this tax because it is going to the improvement of our roadways. Trustee Beck stated that it was at his suggestion previously to add the termination clause to the Tax in an effort for residents to see if the money was going to help the roads. He said this has been proven accurate and with the annual reporting clause in place, he feels confident in voting yes for the Ordinance. The motion was approved by roll call vote: 5 ayes (Trustees Seipts, Schmidt, Wilson, Beck and Mayor Johnson), 1 nay (Trustee Kidd), 1 absent (Trustee Bailey)

NEW BUSINESS: None

PUBLIC COMMENT: None

CLOSED SESSION: None

23. Unfinished Business
Ordinance 26-19/Passed
Final Reading

24. New Business

25. Public Comment

26. Closed Session

Trustee Seipts moved to adjourn; seconded by Trustee Kidd. Motion approved by voice vote. Meeting adjourned at 6:44 p.m.

27. Adjourn

APPROVED:

Lori J. Mitchell, MMC
Village Clerk

BOARD MEETING – FIRST AND THIRD MONDAY AT 6:00 PM EXCEPT WHEN A HOLIDAY FALLS ON A BOARD MEETING MONDAY, THE MEETING IS RESCHEDULED FOR THE TUESDAY AFTER THAT HOLIDAY.

Administration and Finance Committee – First and Third Monday @ 5:45 PM prior to a regularly scheduled Board Meeting.

Planning and Economic Development Comm.- First Monday of each month at 5:30 PM

Public Improvements and Safety Comm. - Third Monday of each month at 5:30 PM

Planning and Zoning Commission – Fourth Monday of each month at 6:00 PM

These minutes are not official unless signed and sealed by the Village Clerk.

State of the Community Address 2019

May 20, 2019

Mayor Steve Johnson

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I have been the Mayor for just over two years, and once again Mother Nature is making her presence known. Last year we had wind and hail damage in the Village and this year in March we had a record flooding event that affected 200 homes. The Village is in close communication with Federal and State representatives and as grant funding becomes available, the Village will make an application of future buyout programs. I would like to thank the Village staff and all the residents, volunteers and various agencies for their help assisting with the most recent flood event.

The Village has been awarded The Distinguished Budget Presentation Award from the Government Finance Officer Association for three consecutive years. The Village will be submitting the Fiscal Year 2020 Budget for consideration in July. With the transparency and clarity of our budget and sound auditing practices, I am confident that the Village financial position is fairly and accurately presented. The Village Board approved a balanced fiscal year 2020 budget totaling \$7,558,000 of expenditures and trending at a fiscally acceptable 5% increase over last year. The result is a healthy unassigned fund balance estimated to be 70% or better at the end of FY 2020.

The Village is in the final year of a three-year commitment to utilize a portion of video gaming revenue to abate housing blight. The Village partnered with the Winnebago County Health Department to remove two abandoned properties. In addition, the Village received two years of grant funding from IHDA totaling \$178,000 to address abandoned properties. In total, seventeen abandoned properties have been demolished and two more are likely to occur within the next year.

The Village utilized \$361,000 of grant funding from IHDA to rehab eight single family homes. An additional grant is in the works and when awarded is anticipated to rehab an additional ten homes. Scott, Cadet and Juniper Improvements: Total reconstruction of Scott Lane between Heron and Juniper, storm water management improvements for Scott Lane between Harlem and Juniper, Cadet Road and Juniper, and pavement replacement on of Juniper, Cadet and Scott Lane. Project cost: \$1,075,000, paid by the Road Fund. Victory Lane Improvements: Total reconstruction of Victory Lane between Roosevelt and Machesney Landing Subdivision. Project cost \$285,000, paid by the Road Fund.

2018 Pavement Maintenance Program: Resurfacing of over three miles of roadways. The cost for this project was \$610,000 paid by the Road Fund. Orlando Road Improvements: Total reconstruction of Orlando Road between Storybook and Melbourne. Cost \$280,000, paid by the Road Fund. Quantum Court Improvements: Construction of a new 900' roadway w/ sanitary sewer, water main, and new concrete pavement. Cost \$970,000, paid by TIF Funds.

The retail and industrial sectors of our business community are strong, and many of our corporate citizens have taken steps over the past year to grow. We have also welcomed a number of new businesses to Machesney Park over the past year and I'm excited to tell you about our recent successes and several new endeavors on the horizon of making investments in Machesney Park. First and foremost, the Village felt it was important to recognize those businesses that have long sustained their presence in our community because they are truly a part of our foundation. By the Dozen Bakery is celebrating 25 years doing business in the Village this year and continues to deliver products that we have known and loved. In addition to the custom cakes and confections they serve at their store, By the Dozen Donut's can be found in many convenience stores throughout the region.

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The past year we also recognized Gill's Diner for over 30 years of ownership with superb management, great food and quality service. And finally, we recognized North Park Pharmacy for providing important pharmaceutical products and services to Machesney Park and the surrounding areas for 65 years. It has been a pleasure to honor these long-term investors in our business community, and we look forward to enjoying their products and services for many years to come.

This past year, the Village has seen a number of manufacturers take huge steps as a result of their need to grow. Quantum Design Inc., has constructed a 100,000 square foot headquarters at Park 90 and recently moved in to their new facility. Quantum Design is a leader in the design and manufacturing of automation control systems and we are pleased to welcome them to Machesney Park. Henning Inc., recently finished two building additions in Machesney Park to add over 25,000 square feet of manufacturing and office space. Henning Inc., designs and builds machine protection systems for companies all over the world. They recently acquired additional property adjacent to their existing facilities for a future building addition, which we are very excited about.

You may have heard that the Spider Company is moving into the former Menard's building at N. 2nd Street and Rt. 173. The Village, with the help of the Rockford Area Economic Development Council, has assisted this important regional employer in finding a location to expand locally and occupy a building that has been vacant for over ten years. We are excited to welcome them to Machesney Park this year. The Village continues to nurture partnerships with several developers who have done an excellent job in providing a vibrant shopping corridor filled with essential products and services for our residents.

Over the past year, we have welcomed Hobby Lobby, Casey's General Store, ATI Physical Therapy, MOD Pizza, a new and improved KFC and Heritage Credit Union to the 173 Business Corridor. McDonald's, Taco Bell, and Target have all made improvements to their stores this past year, further supporting the strength of the Rte. 173 Corridor.

Also, not far from Rte. 173, Twisted Tulip Events and Banquets has begun construction on a new boutique banquet facility for small events on Burden Road. Owner Deb Muzillow is excited to provide area residents with a quaint venue to celebrate parties, weddings and other special events.

I'm also excited to announce that Freddy's Frozen Custard and Steak Burgers will be opening a location next year and we can't wait for them to open in front of Lowe's.

The Machesney Town Center has seen its share of changes over this past year, and we are excited about the direction that the Center is going in. The TLC Assisted Living Facility at the south end of the Town Center is under construction and is on-schedule to open this fall. The three-story 54,000 square foot building will be an incredible asset and will serve a precious and important segment of our community, our senior citizens.

State of the Community Address 2019

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The outlets along N. 2nd Street at the Town Center are also home to two new restaurants - Plaza De Los Panchos and the Baking Grounds North Cafe and Bakery. If you haven't been to either of these places yet, I strongly encourage you to give them a try. Not only do they have menus with variety, but the quality of the food and beverages are second to none.

I am pleased and honored to announce that the former JC Penney building that the Village acquired in 2015 will be completely occupied thanks to the efforts of the administration and staff. This past year, the Village leased the last four remaining spaces in the JC Penney building to PCI Pharmaceutical, TLC Assisted Living, and Menta Academy. In addition to Maxium Performance, the cross fit style weight-loss exercise center that opened in 2017, each of these businesses have been an important part of the revitalization that the Village has aimed to achieve in the Town Center by acquiring this building. All in all, it has been an incredible year for business development in Machesney Park.

In addition, new residential building permits are on the increase in the Village. The Building Department issued 47 permits in 2018 and 35 so far in 2019.

The Village hosted its 3rd Annual Touch a Truck/Trunk N Treat Event. It was a beautiful fall day and over 3,000 kids, plus their parents attended the free family event held at The Machesney Town Center. In addition the Village is hosting a free family movie night twice a Month in June, July and once in August. North Park Fire will provide free popcorn and Meijer will provide free water. The movie nights dates will be Wednesday, June 5 with "*Wonder*" and June 19th showing "*Small Foot*" - both starting at 8:00 pm and July 3rd is "*Sgt. Stubby*" and July 17th is "*Zoo*" - they start at 8:15 p.m. The last movie of the summer will be Wednesday, August 7th and the movie will be "*Mary Poppins Returns*," starting at 8:00 p.m. We hope a lot of families will take advantage of these free events.

I don't have time to list everything that has happened, but I attempted to highlight various aspects including business growth, fiscal responsibility, infrastructure and community events. When all these parts work together, we have a well-balanced community that is attractive to businesses and residents alike.

I would like to thank the entire Village Staff for all their help and support in my second year. I said this last year and I think it bears repeating. "The success of Machesney Park is truly a group effort with all departments working toward one goal, making Machesney Park a great place to live, work and play. In conclusion, it has been a very exciting and busy time; and I look forward to even more positive things happening in the coming year."