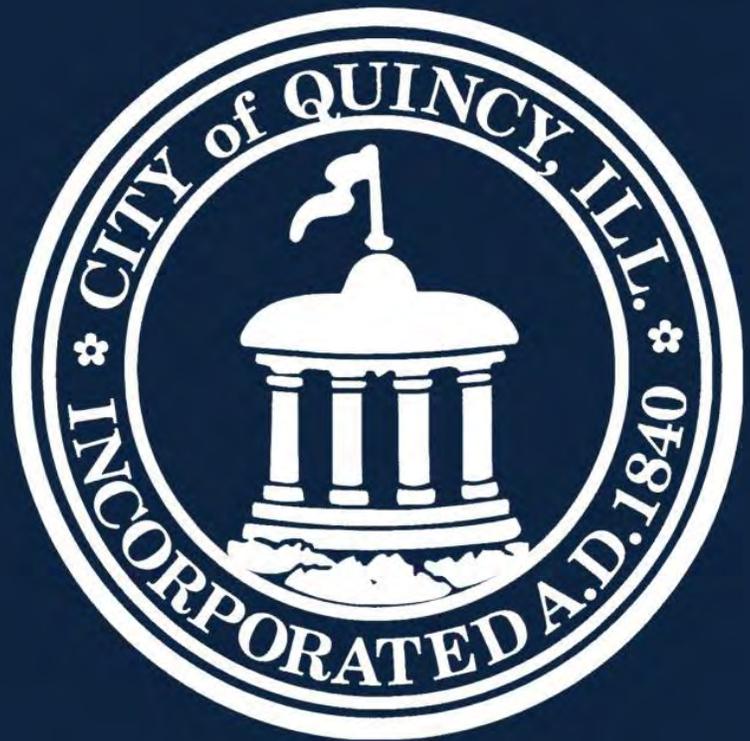


# Council Meeting for March 1, 2021



## **ATTENTION**

In light of restricted public attendance due to Covid, the City Council chambers have been arranged to allow the maximum number of participants being capped at 50. We will have **15** open seats available to those who wish to attend.

Those who wish to attend must register with the City Clerk by **12:00 PM** the day of the meeting by calling 217-228-4510 or emailing [cityclerk@quincyl.gov](mailto:cityclerk@quincyl.gov). Priority will be given to those who have business before the council or committee. All attendees are requested to wear a mask entering City Hall and while attending the meeting.

Members of the public will need to give their name at the door to enter City Hall. We request that members of the public proceed to the marked seating in the Council Chambers rather than congregate in the hallways.

Live broadcast of City Council meetings is also on the city's **Facebook** page at <https://www.facebook.com/QuincyILGovernment> The City Council meeting rebroadcast is also available on the city's website, Adams channel 19 or Comcast channel 15 within 24 hours of the meeting.

## **Requests to Speak**

In lieu of a Request to Speak, any comments regarding a city council agenda item will need to be sent as an email with contact information to [cityclerk@quincyl.gov](mailto:cityclerk@quincyl.gov) by 11:00 a.m. the Friday before the meeting. The City Clerk's Office will make sure that the comment is read in **summary** and a full copy of the comment is provided to the city council in advance.

## **CITY COUNCIL AGENDA**

**March 1, 2021**

**Final Agenda**

**7:00 P.M.**

**Note: All items presented are subject to final action.**

## **PETITION**

By Quincy Medical Group Foundation Cancer Crush requesting permission to conduct a raffle and have the bond requirement waived from 03/01/21 through 04/02/21. The City Clerk recommends approval of the permit.

## **MONTHLY REPORTS**

### **REPORTS OF PLAN COMMISSION**

- Ward 3** Recommending approval of a special permit for planned development to operate a gaming parlor with alcohol sales at 2408 Cherry Street, Suite 2 as requested with the condition that the petitioner provide one off-street parking stall for each gaming terminal and one off-street parking stall for each employee.
- Ward 1** Recommending approval of the subdivision of property located at 1409-1415 and 1425 Koettters Lane, Quincy under the "small tracts" provision of the Subdivision Ordinance
- Ward 1** Recommending approval of a special permit for planned development for the development of a contractor's office with a residence and enclosed storage at 201 Riverview Avenue as requested with the conditions that all construction equipment, material and an associated debris are stored within enclosed buildings; and the perimeter of the property is enclosed with a six-foot high fence or building wall.
- Ward 7** Recommending approval of the rezoning of 17 properties at or near 418 Washington Street from either R2 (Two-Family Residential) to R3 (Multi-Family Residential) or from C1B (Limited Local Commercial) to R3 (Multi-Family Residential) to comply with zoning Standards for nursing and convalescent homes as requested, with the stipulation that five of the 17 lots do not meet the size requirements for an R3 Zoning District.

## **PUBLIC FORUM**

## **MAYOR'S APPOINTMENTS**

Mark Philpot to the Human Rights Commission  
Paul Westerhoff to the Washington Theater Commission

## **RESOLUTIONS**

Central Services Committee recommending approval of the low bid from All Phase Property Solutions LLC for the CBD Beautification Program contract in the amount of \$32,000 a year for a total of \$128,000 for the 4 years, subject to the contract being cancelled by the city upon 30 days notice.

Resolution Authorizing Lease Agreement at 433 Hampshire Street with Nick Dooley for the basement space of the Washington Theater from the City of Quincy year to year with a rental rate of \$300 per month.

## **ORDINANCE**

### **First presentation of an Ordinance entitled:**

An Ordinance Amending Section 162.062 (General Rules – Yard Requirements) Of Chapter 162 (Zoning Regulations) Of Title Xv (Land Usage) Of The Municipal Code Of The City Of Quincy (2015). (Boats, trailers, campers and the like shall be permitted to park in a front yard between the dates of April 1<sup>st</sup> and November 1<sup>st</sup>, with provided stipulations).

## **REPORT OF FINANCE COMMITTEE**

**Quincy Plan Commission**  
Tuesday, February 23, 2021  
7:00 p.m.  
Quincy City Council Chambers  
Quincy City Hall (1<sup>st</sup> Floor) – 730 Maine Street



**\*NOTE\***

This meeting is open to the public with limited capacity. Anyone seeking to attend the meeting must contact the Dept. of Planning & Development by 12:00 pm the day of the meeting by phone (217-228-4515) or by email ([p&d@quincyl.gov](mailto:p&d@quincyl.gov)). Priority will be given to those who have business before the committee/commission. All meeting attendees are requested to wear a mask when entering City Hall and while attending the meeting.

The city will provide remote access, which can be requested by contacting the Dept. of Planning & Development (phone/email above) prior to 12:00 pm the day of the meeting. Written comments received prior to 12:00 pm the day of the meeting will be read into the record during the meeting. The comments can be sent to the email listed above or by email to “Dept. of Planning & Development – 706 Maine Street (3<sup>rd</sup> Floor) – Quincy, IL 62301”

**AGENDA**

1. Call the Meeting to Order
2. Approve Minutes from the Tuesday, January 26, 2021
3. Public Comment (limited to three minutes)
4. Public Hearing requested by the City of Quincy to amend Chapter 162.062 (Zoning, Yard Requirements, General Rules) to prohibit the parking of certain vehicles in the front yards of residentially-zoned properties, including driveways in front of a dwelling.  
**(APPROVAL RECOMMENDED)**
5. Public Hearing requested by Norman Ellerbrock, on behalf of Justin & Erin Vonderhaar, requesting consideration for a subdivision of properties located at 1409-1415 & 1425 Koettters Lane, Quincy, Illinois under the “small tracts” provision of the Subdivision Ordinance, presently zoned R1A (Ward 1) **(APPROVAL RECOMMENDED)**
6. Public Hearing by Craig Hemming requesting consideration for a Special Permit for Planned Development to operate a gaming parlor with limited alcohol sales at 2408 Cherry Street, Suite 2, Quincy, Illinois, presently zoned C1B (Ward 3) **(APPROVAL RECOMMENDED)**

7. Public Hearing by Emrick Brothers Construction requesting consideration for a Special Permit for Planned Development to store/maintain construction equipment and materials at 201 Riverview Avenue, Quincy, Illinois, presently zoned R2 (Ward 1) (**APPROVAL RECOMMENDED**)
8. Public Hearing by Sunset Home, requesting consideration for zoning changes from R2 (Two-Family Residential) to R3 (Multi-Family Residential) and from C1B (Limited Local Commercial) to R3 (Multi-Family Residential) for multiple properties located at or near 418 Washington Street to comply with zoning standards for nursing and convalescent homes (Ward 7) (**APPROVAL RECOMMENDED**)
9. Additional Items for Consideration
10. Adjournment

# PLAN COMMISSION MEETING MINUTES

7:00 p.m., Tuesday, February 23, 2021  
City Council Chambers, 730 Maine Street, Quincy, Illinois

## ATTENDANCE

### Commissioners Present:

In Person: Dave Bellis, Chairperson Julie Brink, Jim Citro, Greg Davis, Tony Dede, Tanner Freiburg, Nathan Koettters, Jeff Mays  
Remote: Katie Awerkamp, Elaine Davis, Amy Looten, George Meyer  
Absent: Rick Smith

### Staff Present:

In Person: Bruce Alford, Chuck Bevelheimer, Jeffrey Conte, Gina Nottingham, Jason Parrott

### Others Present:

In Person: Norm Ellerbrock, Hunter Emrick, Craig Heming

#### 1. CALL TO ORDER

Chairperson Brink called the meeting to order at 7:00 pm. (12 present/1 absent)

#### 2. APPROVAL OF MINUTES

Motion by Citro, seconded by Freiburg to approve the minutes of the January 26, 2021 regular meeting as presented. Motion carried, all in favor.

#### 3. PUBLIC COMMENT

None

#### 4. Public Hearing requested by the City of Quincy to amend Chapter 162.062 (Zoning, Yard Requirements, General Rules) to prohibit the parking of certain vehicles in the front yards of residentially-zoned properties, including driveways in front of a dwelling.

Brink asked for the Staff Review. Staff read a memorandum prepared by Director of Inspection & Enforcement Michael Seaver. The memorandum explained the history behind recent efforts to address the parking of boats, campers and the like in front yards of residentially zoned areas. An ordinance was also included with the memorandum. It states *“Boats, trailers, campers and the like shall be permitted to park in a front yard between the dates of April 1 and November 1, provided, however, that no boat, camper or other such vehicle be located in whole or in part closer than five (5) feet from the front curb line; and provided further that such vehicles shall be parked on a driveway constructed of concrete, asphalt, or gravel.”* Staff recommended approval of the proposed amendment to the ordinance.

With no further questions or comments, Mays made a motion, seconded by Freiburg, for the Quincy Plan Commission to recommend approval to the proposed amendment to Chapter 162.062(N) as requested. The motion carried with all present voting in favor.

#### 5. Public Hearing requested by Norman Ellerbrock, on behalf of Justin & Erin Vonderhaar, requesting consideration for a subdivision of properties located at 1409-1415 & 1425 Koettters Lane, Quincy, Illinois under the “small tracts” provision of the Subdivision Ordinance, presently zoned R1A (Ward 1)

Brink asked for the staff review. Staff recommended approval of the proposed subdivision of 1409-1415 & 1425 Koettters Lane from four lots to three lots. Staff said the properties are located outside of the city limits of Quincy and are currently zoned R1A (single family residential). Staff said the new lot 1 would include an existing dwelling and a pond, the new lot 2 would include an existing dwelling and an accessory building, and the new lot 3 would consist of existing farmland. Staff said Lot 3 would be landlocked if not for a proposed 30' wide easement through the eastern edge of the proposed Lot 2 that would provide street frontage for Lot 3. Staff is concerned about allowing the development of Lot 3 as a flag lot, but also acknowledged that staff has worked with the petitioner for months to try to reach a resolution and the proposed flag lot on lot 3 was the only option to meet city standards. Staff also noted that there was still soil sampling that needed to be completed, so the commission could consider approving the subdivision contingent on the Adams County Health Department approval of the soil sampling.

Citro asked staff to confirm that it was a four-lot to three-lot subdivision. Staff said it was. Citro then asked if the proposed lot 3 would be landlocked without the flag. Staff said it would. Citro asked if there is currently a flag lot in existence. Alford said there is, with an existing easement providing street access to the farmland. Bevelheimer said flag lots are discouraged, not prohibited and that the petitioner worked extensively with city staff to find the least non-conforming design.

Brink asked the petitioner to come forward. Norm Ellerbrock (17 Northport Plaza, Hannibal) said he had no comments other than to thank city staff for helping to make this work.

Mays asked if there were plans for the third lot. Ellerbrock said there were no plans at this time. Bevelheimer said a single-family home could eventually be built on the site with the easement in place.

With no further discussion, Citro made a motion, seconded by Frieberg to concur with staff recommendation and recommend approval of the three-lot subdivision of 1409-1415 & 1425 Koettters Lane as proposed. The motion carried with all present voting in favor.

6. Public Hearing by Craig Hemming requesting consideration for a Special Permit for Planned Development to operate a gaming parlor with limited alcohol sales at 2408 Cherry Street, Suite 2, Quincy, Illinois, presently zoned C1B (Ward 3)

Brink asked for the staff review. Staff supports the issuance of a Special Permit for Planned Development for the proposed gaming parlor at 2408 Cherry Street, Suite 2. Staff said the SP for PD is needed because the lot is currently zoned C1B and a C2 zoning district is required for alcohol sales, which is required for a gaming parlor. Staff said the proposal calls for three gaming machines in the gaming parlor. Staff said parking was discussed with the petitioner. Staff said it recommends a requirement that the gaming parlor provide four off-street parking stalls, based on one stall for each machine and one stall for the attendant. Staff said the petitioner provided staff a letter from the owner of 2408 Cherry Street. Staff said the owner of 2408 Cherry Street also owns 1026 North 4<sup>th</sup> Street, which is to the immediate south of the proposed gaming parlor. Staff said the letter states the four off-street parking stalls for 2408 Cherry Street would be available on the lot at 1026 North 24<sup>th</sup> Street.

Citro asked where the definition of limited alcohol sales came from. Alford said he is not sure where the definition came from as the gaming parlors are allowed to sell alcohol through a pour license. Freiburg said there is no such thing in city code as a gaming parlor. He said these are taverns and so every time the Plan Commission approves a gaming parlor, it is approving a tavern.

Freiburg said there are no restrictions as to keeping these from becoming a tavern. Alford said many of the locations would be limited by space to be turned into a tavern. Freiburg said the problem Quincy has is that Quincy limits the number of machines to three and he said you cannot make money on a location that has only three machines. He said his concern is that the owners will have to find another alternative source of revenue to get by. Freiburg said that is why some are in Laundromats or liquor

stores. He said he's concerned that the smaller locations will turn to alcohol to make money because there is no product to raise the price on to generate revenue.

Brink said there are a significant number of establishments in Quincy with just three machines right now. Freiburg said some of those individuals are lobbying city council members and mayoral candidates for the ability to have six machines. He asked if the city allows parking for three machines and the number is increased to six, what will happen with the special permits for the existing buildings. Bevelheimer said yes, the amount of parking would need to increase. Brink said if the operations with three machines cannot make it, they cannot make it. Freiburg said he has nothing against this project, but could see the growing use of alcohol sales becoming an issue in the future.

Dede said the health department licenses gaming parlors as taverns because they could make as many mixed drinks or sell as many beers as they want. Bevelheimer said the use of limited alcohol sales in staff reviews was likely due to it being listed in a past staff review based on the limited sale of alcohol mentioned by a previous petitioner.

Bellis asked if six machines are allowed, would people have to come up with three additional parking stalls. Bevelheimer said the additional parking stalls would be needed. Mays asked if the city ordinance establishes the parking requirements for gaming parlors. Bevelheimer said because there are no gaming parlors in city code, there is no parking requirement, so staff established a recommendation of one off-street parking stall for each machine and one off-street parking stall for the attendant working at the parlor.

Brink asked the petitioner to come forward. Craig Heming (1084 Hemmingway Drive North, Quincy) said he had no comments, adding that he is still interested in the project even after the discussion. Heming said this is simply something he has wanted to do for a while. He said there is not enough room at 2408 Cherry Street, Suite 2, to operate as a bar, plus he said this is a rental property. Heming thanked staff for its help with the project and said he understands the four parking lot requirement.

Brink asked if the special permit for planned development is transferable. Bevelheimer said it is at this time unless the commission deems it non-transferable.

With no further discussion, Bellis made a motion, seconded by G. Davis to concur with the recommendation of staff and recommend approval of a special permit for planned development to allow for a gaming parlor at 2408 Cherry Street, Suite 2, including the staff recommendation that four off-street parking stalls must be provided. The motion carried with all present voting in favor.

7. Public Hearing by Emrick Brothers Construction requesting consideration for a Special Permit for Planned Development to store/maintain construction equipment and materials at 201 Riverview Avenue, Quincy, Illinois, presently zoned R2 (Ward 1)

Brink asked for the staff review. Staff said it supports the issuance of a Special Permit for Planned Development for the property at 201 Riverview Avenue. Staff said the petitioner seeks to level off the property and construct four metal buildings, including an office with living space, a shop space, and two lean-to buildings for storage of equipment and materials. Staff said the perimeter of the property will be enclosed by either building walls or a six-foot fence. Staff said given the terrain of the property, future residential development in line with its current zoning is unlikely. Staff said it does recommend the following conditions for the SP for PD: 1) that all construction equipment, material and any associated debris are stored within enclosed buildings and 2) the perimeter of the property is enclosed with a six foot high fence or building wall.

Brink asked the petitioner to come forward. Hunter Emrick (3008 College Avenue) said he had no further comments.



Koetters asked if there is an issue with run-off since the property is next to the park district property. Bevelheimer said when a site plan is presented, the developer will have to follow the existing release rate based on drainage laws. He said drainage calculations will be part of the site plan review process.

With no further discussion, Freiburg made a motion, seconded by Bellis, to concur with the recommendation of staff and recommend approval of a special permit for planned development for the development of a contractor’s office with a residence and enclosed storage at 201 Riverview Avenue with the following conditions: 1) that all construction equipment, material and any associated debris are stored within enclosed buildings & 2) the perimeter of the property is enclosed with a six foot high fence or building wall. The motion was carried with all present voting in favor.

8. Public Hearing by Sunset Home, requesting consideration for zoning changes from R2 (Two-Family Residential) to R3 (Multi-Family Residential) and from C1B (Limited Local Commercial) to R3 (Multi-Family Residential) for multiple properties located at or near 418 Washington Street to comply with zoning standards for nursing and convalescent homes (Ward 7)

Brink asked for the staff review. Staff said it supports the zoning changes for 17 properties from either R2 to R3 or C1B to R3.

701 S. 4 <sup>th</sup>	802 S. 4 <sup>th</sup>	812 S. 4 <sup>th</sup>	700 S. 5 <sup>th</sup>	412 Payson	500 Washington
712 S 4 <sup>th</sup>	804 S. 4 <sup>th</sup>	820 S. 4 <sup>th</sup>	726 S. 5 <sup>th</sup>	401 Washington	501 Washington
736 S 4 <sup>th</sup>	810 S. 4 <sup>th</sup>	826 S. 4 <sup>th</sup>	736 S. 5 <sup>th</sup>	418 Washington	

Staff said city code allows for nursing, convalescent or rest homes in R3 Zoning Districts, so creating a uniform zoning standard is beneficial. Staff said the petitioner indicated this rezoning is behind done ahead of upcoming improvements to its skilled nursing facilities. Staff said there are five lots that do not meet the size requirements of an R3 zoning district, but then noted that they do not meet the size requirements for their current zoning district. Staff said its support for the rezoning includes the stipulation that the five undersized lots do not meet the lot size requirements for R3 zoning.

Brink asked the petitioner to come forward. Bevelheimer said the petitioner was unavailable for the meeting tonight. He said he talked about the expansion plans and that it seemed to make the most sense to rezone everything, similar to a proposal involving Blessing Hospital in the past.

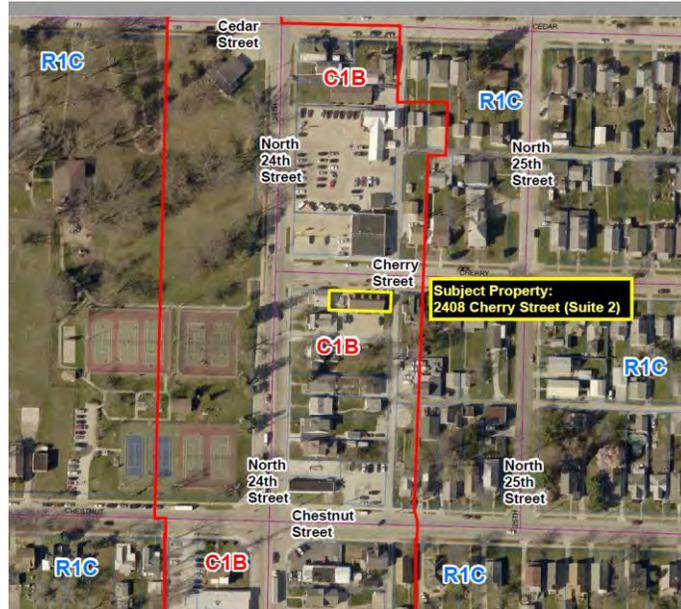
With no further discussion, Bellis made a motion, seconded by Citro to concur with the recommendation of staff and recommend approval of the rezoning of 17 properties (listed above) at or near 418 Washington Street from either R2 (two-family residential) to R3 (multi-family residential) or from C1B (limited local commercial) to R3 (multi-family residential) to comply with zoning standards for nursing and convalescent homes, with the stipulation that five of the 17 lots do not meet the size requirements for an R3 zoning district. The motion carried with all present voting in favor.

9. Additional Items for Consideration  
None
10. Adjournment – Citro made a motion, seconded by Bellis, to adjourn the meeting. The motion carried with all present voting in favor. The meeting adjourned at 7:36 pm.

Respectfully submitted: Jason Parrott – Technical Secretary – Quincy Plan Commission

## REVIEW – SPECIAL PERMIT FOR PLANNED DEVELOPMENT

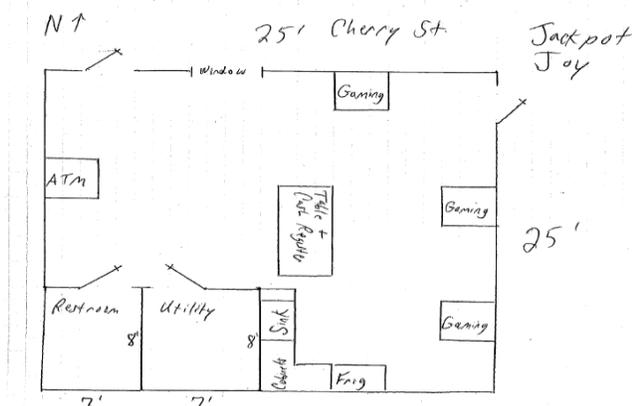
Applicant/Owner or Prospective Owner	Craig Heming (Jackpot Joy)
Address(es)	2408 Cherry Street, Suite 2
Parcel Size(s)	115' x 36' = 4,140 square feet
Ward	3
Current Zoning	C1B (limited local commercial)
Request	Operate a video gaming parlor with limited alcohol sales at 2408 Cherry Street, Suite 2



### LOCATION/BACKGROUND:

The petitioner seeks a special permit for planned development for the property at 2408 Cherry Street, Suite 2 to operate a gaming parlor with limited alcohol sales. Staff has been presented with a rental agreement from the petitioner for the suite.

2408 Cherry Street is a commercial property located in Ward 3 that is zoned C1B. The western half of the building houses a locksmith shop. The eastern half would be used for the gaming parlor. The lot is approximately 4,140 square feet. The petitioner plans to renovate the suite to allow for three gaming stations, an ATM, a restroom and other items needed to operate the gaming parlor. A sketch of the design is below



The stretch of North 24<sup>th</sup> Street between Locust Street and Chestnut Street is commercially-zoned, allowing for a mix of properties nearby. In this area, there is a car wash and car dealership to the north, a city park to the west, and residential homes to the south and east. Several of the residential homes are zoned commercial, which reduces the parking restrictions that are put in place because the residential districts are more than 50' from the subject property.

With that being said, staff did discuss parking with the petitioner. Per the photo below, the subject property is in yellow. The owner of the subject property also owns the property outlined in blue. During discussions with the petitioner, staff said there must be four off-street parking spots offered (one for each gaming machine inside and one for the attendant). Staff was told the four parking spaces would be established in the parking lot outlined in blue.



**CURRENT PLANNING:**

The 2013 Neighborhood Land Use Plan categorizes 2408 Cherry Street as Commercial Use.

**STAFF COMMENTS:**

The C1B Zoning District does not allow for the development of a gaming parlor with limited alcohol sales, thus the need for the special permit for planned development.

The website for the Illinois Gaming Board states that during the month of January 2021, there were 74 establishments in the city of Quincy that had at least one video gaming machine. There are a total of 235 video gaming machines currently in the corporate city limits of Quincy.

Staff is OK with the proposed parking behind the building with at least a four-stall lot as long as customers do not park along the street, given the proximity to residential properties. The proposed gaming parlor at 2408 Cherry Street would be allowed a maximum of three machines, which would be adequate parking for one vehicle per machine in a four-stall lot.

At this time, staff has received no comments regarding this project.

## **STAFF ANALYSIS OF REQUIREMENTS FOR SPECIAL PERMIT FOR PLANNED DEVELOPMENT**

Chapter 162.151 of the city code establishes specific objectives of the Planned Developments with the Zoning Chapter, which is used to analyze a special permit for planned development.

**Staff sees the proposed gaming parlor specifically meeting the following Specific Objectives of 162.151:**

- (A) To permit a maximum choice in the types of environment available to the public by allowing a development that would not be possible under the strict application of the other sections of this chapter;
- (H) To encourage a land use which promotes the public health, safety, comfort morals and welfare;
- (J) To provide a means for the development of existing properties, which cannot otherwise be economically or reasonably developed based on the district zoning regulations.

### **STAFF RECOMMENDATION:**

Staff supports the special permit for planned development for the development of a gaming parlor with limited alcohol sales at 2408 Cherry Street, Suite 2, as proposed. The building is currently zoned commercial and there is already a commercial tenant in Suite 1. Staff would seek assurances that the parking lot to the south of the building is adequate to provide the four off-street parking spaces required. For these reasons, staff recommends approval of the special permit for planned development to open a gaming parlor with limited alcohol sales at 2408 Cherry Street, Suite 2.

## SUBDIVISION REVIEW (SMALL TRACTS)

<b>Applicant/Owner</b>	Justin Erin Vonderhaar c/o Norman Ellerbrock (Four Points Land Surveying – 17 Northport Plaza – Hannibal, MO 63401)
<b>Subdivision Name</b>	Vonderhaar Acres
<b>Address</b>	1409-1415, 1425 Koettters Lane
<b>Zoning</b>	R1A
<b>Ward</b>	1
<b>Parcel</b>	<u>Pre-Subdivision (as provided by petitioner)</u> Parcels (1409-1415, 1425 Koettters Lane): approximately 9.91 acres  <u>Post Subdivision (as provided by petitioner):</u> Lot 1: 2.42 acres; Lot 2: 1.90 acres; Lot 3: 5.59 acres
<b>Request</b>	Create three lots from four lots
<b>Lot Size Requirements</b>	Area: 10,000 & Lot Width: 90'

### LOCATION AND CURRENT ZONING:



The subject properties are located at 1409-1415 and 1425 Koettters Lane. They are approximately 9.91 acres. The property is currently zoned R1A, single family residential and is located outside of the corporate city limits. The property is not contiguous to the corporate city limits and there is no request for annexation. The properties would be located in Ward 1 if they were located in the city.



The petitioner is requesting to subdivide the four existing lots into three lots. Lot 1 would be approximately 2.42 acres and would contain an existing home and a pond. Lot 2 would be approximately 1.90 acres and would contain an existing home and an existing barn. Lot 3 would be approximately 5.59 acres and consists of existing farmland.

Per the photo above, the small red outline on the western edge of Lot 2 is an existing 30' wide easement that the petitioner says was part of the original subdivision. It was included simply for accuracy and does not have any bearing on the project.

The larger small red outline on the eastern edge of lot 2 is a proposed 30' wide easement that would provide street access to Lot 3.

The Neighborhood Land Use Plan of 2013 recommends single-family residential use for these lots.

City Code requires a lot in an R1A zoning District be at least 10,000 square feet in size and have at least 90 feet of street frontage. Lots 1 & 2 as submitted would more than qualify based on square footage and street frontage.

Lot 3 meets the standard set forth in the code for lot size, but it does not meet the standard set forth for street frontage. As proposed, Lot 3 would be considered a flag lot, where a narrow strip of land is used to provide street frontage. Chapter 161.07(G) of the city code states that Flag Lots shall be discouraged.

The subject properties are surrounded by what appear to be single-family residential homes to the west, south and east and what appears to be a large farm operation to the north.

The petitioner says the subdivision is being made at the request of a bank involved in a refinancing of the property.

City staff has received no phone calls or emails regarding this petition at the time of this writing.

### **STAFF RECOMMENDATION:**

Staff is concerned about the Flag Lot for Lot 3 because, as previously stated, Chapter 161 of the city code discourages the use of a Flag Lot. However, staff has worked with the petitioner survey firm for 6 months trying to develop a lot layout that conforms to City subdivision code and also works for the petitioner. The 3 lot layout presented is the only lot scenario that come the closes to being in compliance with City subdivision standards.

With that, staff would recommend the approval of the "small tracts" subdivision of 1409-1415 & 1425 Koettters Lane, as proposed, to create the three lot Vonderhaar Acres.

## **REVIEW – SPECIAL PERMIT FOR PLANNED DEVELOPMENT**

Applicant/Owner or Prospective Owner	Emrick Bros. Construction
Address(es)	201 Riverview Avenue
Parcel Size(s)	373' x 160' = 59,680 square feet
Ward	1
Current Zoning	R2 (Two-Family Residential)
Request	Store and Maintain construction equipment and materials at 201 Riverview



### **LOCATION/BACKGROUND:**

The petitioner seeks a special permit for planned development to construct a contractor's office with residence and enclosed storage structures at 201 Riverview Avenue. The petitioner plans to level the rolling wooded property and construct 4 metal buildings. The buildings include an office with living space, a shop space and two lean-to buildings for storage of equipment and material. The perimeter of the property will be enclosed by either building walls or a 6 foot fence. Entrance to the site is off of Riverview Avenue.

201 Riverview is an R2, Two-Family Residential zoned property located in Ward 1. The property to the north is Park District land zoned R1C. The properties to the west and south are zoned R2, Two Family. The land use east of the 201 Riverview, across 3<sup>rd</sup> Street is a convenience store zoned C2, General Commercial. The lot is approximately 1.37 acres in size. A sketch of the building layout plan is attached.

### **CURRENT PLANNING**

The stretch of North 3<sup>rd</sup> Street is transitional in land use with residential to the south, park lands to the north and west and commercial to the east. Due to the sloping, heavily-forested terrain, the 2013 Neighborhood Land Use Plan categorized the future land use as Undeveloped /Agricultural.

Access to the site is proposed from the undeveloped Riverview Avenue. Riverview Avenue does access 3<sup>rd</sup> Street but the street is narrow with asphalt at the intersection and gravel west of the intersection.

### **STAFF COMMENTS:**

The property is zoned R2 (Two-Family Residential), which does not allow commercial uses such as the contractor office and storage. However the terrain of the property and lack of access to paved city street makes residential development of the parcel unlikely. With commercial uses east of the property and park land to the north, a small commercial contractor office with enclosed storage would not adversely impact the single family residential to the south.

**STAFF ANALYSIS OF REQUIREMENTS FOR PLANNED DEVELOPMENT SPECIAL PERMIT**

Chapter 162.151 of the city code establishes specific objectives of the Planned Developments with the Zoning Chapter, which is used to analyze a special permit for planned development.

**Staff sees the proposed contractor office with residence and enclosed storage as specifically meeting the following Specific Objectives of 162.151:**

- (A) To permit a maximum choice in the types of environment available to the public by allowing a development that would not be possible under the strict application of the other sections of this chapter;
- (H) To encourage a land use which promotes the public health, safety, comfort morals and welfare;
- (J) To provide a means for the development of existing properties, which cannot otherwise be economically or reasonably developed based on the district zoning regulations.

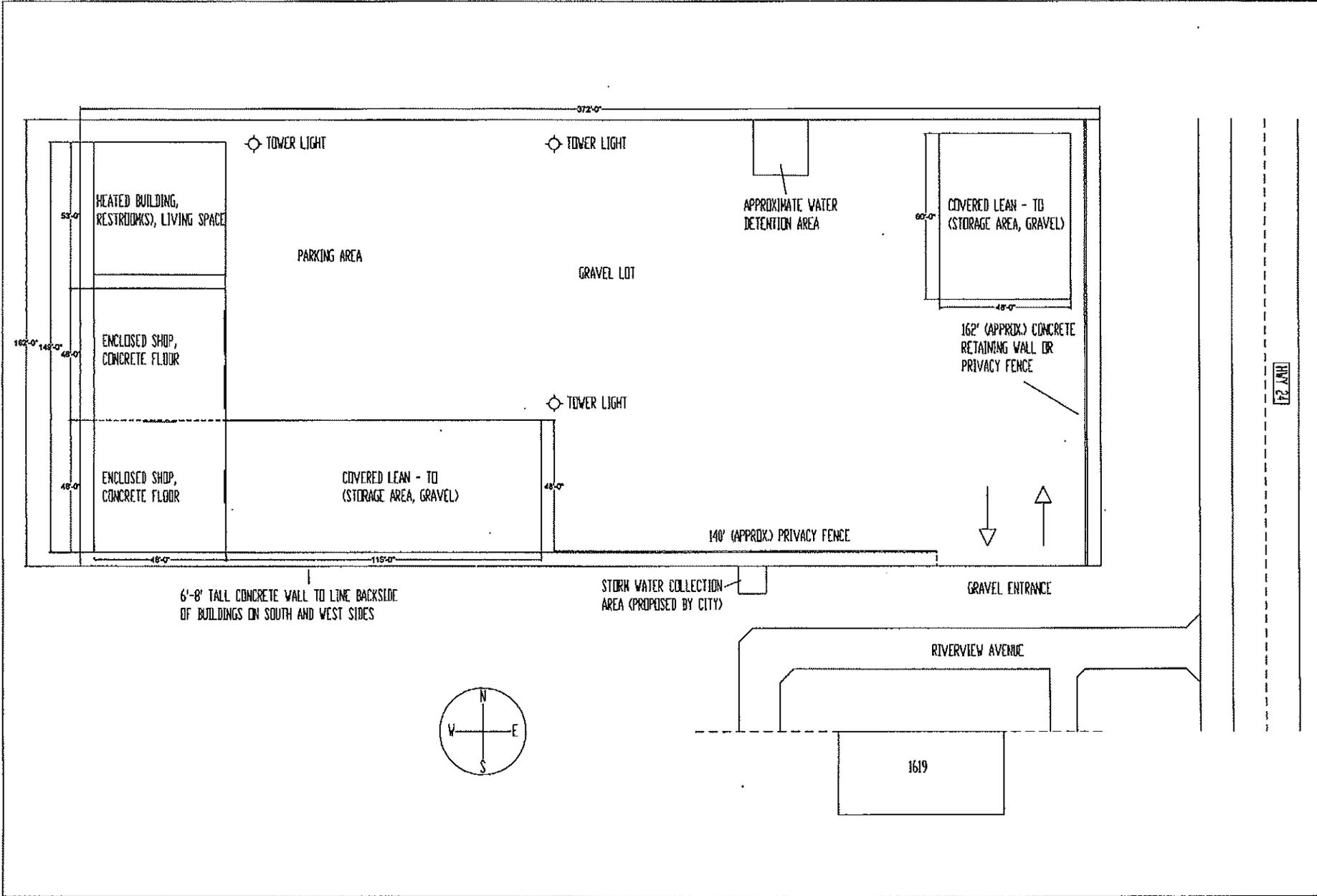
**STAFF RECOMMENDATION:**

Staff supports the Planned Development Special Permit for the development of the contractors office with a residence and enclosed storage with following conditions:

1. That all construction equipment, material and any associated debris are stored within enclosed buildings.
2. The perimeter of the property is enclosed with a 6 foot high fence or building wall.







LOCATION: QUINCY, ILLINOIS	DATE: 01/25/21
PROJECT: 201 RIVERVIEW AVE	DATE: NTS
DESIGNER: EMRICK BROS. CON.	DATE: 01/25/21

## ZONING CHANGE REVIEW

Applicant/Owner or Prospective Owner	Sunset Home – Jerry Neal (Executive Director)
Address(es)	1401 Harrison Street & 1405 Harrison Street
Parcel Size(s)	17 properties ranging in size from 2,800 square feet to 208,000 square feet
Ward	7
Current Zoning	701 South 4 <sup>th</sup> & 412 Payson Avenue - C1B (Limited Local Commercial) Portion of 412 Payson Avenue and remaining 16 properties – R2 (Two Family Residential)
Permitted Uses	R2 – Single-Family or Two-Family Residential C1B – Single, Two, or Multi-Family Residential. Various Commercial Uses that do not include the sale of alcohol.
Minimum Lot Area/Width	R2 – 6,000 square feet lot/60 feet street frontage C1B – None
Requested Zoning	R3 Multi-Family Residential
Permitted Uses	Single-, Two-, & Multi-Family Residential, including Nursing, Convalescent, or Rest Homes
Minimum Lot Area/Width	R3 – 5,000 square feet lot/60 feet street frontage
Surrounding Zoning	See Below
Essential Facilities	City Sewer, City Water, Access to Gardner Expressway



### LOCATION/BACKGROUND:

The petitioner, which owns the 17 subject properties, is seeking zoning changes for:

701 S 4 <sup>th</sup> Street	810 S 4 <sup>th</sup> Street	726 S 5 <sup>th</sup> Street	500 Washington St
712 S 4 <sup>th</sup> Street	812 S 4 <sup>th</sup> Street	736 S 5 <sup>th</sup> Street	501 Washington St
736 S 4 <sup>th</sup> Street	820 S 4 <sup>th</sup> Street	412 Payson Ave	
802 S 4 <sup>th</sup> Street	826 S 4 <sup>th</sup> Street	401 Washington St	
804 S 4 <sup>th</sup> Street	700 S 5 <sup>th</sup> Street	418 Washington St	

As previously mentioned, 701 South 4<sup>th</sup> Street and a portion of 412 Payson Avenue are zoned C1B (Limited Local Commercial). The remaining lots, including much of 412 Payson Avenue, are zoned R2 (Two-Family Residential).

The petitioner seeks R3 zoning status for all 17 properties to allow for uniform zoning throughout as Chapter 162.020(C)(3) allows for nursing, convalescent, or rest homes in an R3 zoned district. The petitioner has indicated to staff that this rezoning is being done ahead of upcoming improvements to its skilled nursing facilities.

Per the map above, there are only four lots that have physical structures at this time, on the lots bounded by Jefferson Street, South 4<sup>th</sup> Street, South 5<sup>th</sup> Street, and the East/West alley between S. 4<sup>th</sup> & 5<sup>th</sup> Street, south of Payson Avenue. The remaining 13 properties are vacant at this time.

The Neighborhood Land Use map of 2013 labels the properties included in this request as single family residential.

The subject properties are surrounded by a cemetery to the south, property owned by Ameren to the west, and single family homes to the north and east.

City code requires lots with an R3 zoning designation be at least 5,000 square feet in size. Staff estimates that five of the 17 lots would not meet that size requirement (three in the southwest corner along South 4<sup>th</sup> Street and two along Payson Avenue) as they appear to be less than 5,000 square feet based on available GIS information.

**STAFF COMMENTS:**

Staff supports the request to rezone the 17 subject properties, with the stipulation that several of the lots will not meet the city code standard for lot size in an R3 district. These lots are not new lots, so they did not meet the current R2 zoning requirements as well. In fact, an R3 zoning district allows for a smaller lot size than any other residential zoning district.

Staff also supports the idea of bringing uniform zoning for the Sunset Home campus and to have that uniform zoning be in line with Chapter 162.020(C)(3), which allows for nursing, convalescent, or rest homes. Staff is also excited about the possibility of the petitioner upgrading its skilled nursing facilities on the campus.

**STAFF RECOMMENDATION:**

Staff recommends that the Plan Commission recommend approval of the rezoning of the 17 lots as requested by the petitioner from either R2 to R3 zoning or from C1B to R3 zoning with the stipulation that five of the included lots do not meet the lot size requirements for R3 zoning as stated in Chapter 162.020(C)(3).

# CITY OF QUINCY

## DEPARTMENT OF PLANNING & DEVELOPMENT

706 Maine Street | Third Floor | Quincy, IL 62301

Office: 217-228-4515 | Fax: 217-221-2288



## MEMORANDUM

TO: Mayor Moore and City Council  
FROM: Chuck Bevelheimer  
DATE: February 23, 2021  
SUBJECT: CBD Beautification Program Bids

Based on the result of last week's vote on the proposed four-year CBD Beautification Program and on discussions with city council members, the Administration is resubmitting the CBD Beautification Program proposal based on the original 18-block area, not the proposed expansion to a 44-block area.

All Phase Property Solutions submitted the low bid for the original 18-block area at \$32,000/year. That's an increase of 15% compared to the previous 4 year contract, which was \$27,850/year. Attached is a resolution authorizing the Mayor to execute the four-year CBD Beautification Program contract with All Phase Property at a cost of \$32,000/year, subject to the cancellation of the contract with a 30-day notice.

The purpose of the downtown beautification program is to maintain sidewalks, curbs, and tree wells, to plant flowers in the medians and planter boxes, and to keep the planters in the downtown area free of weeds, trash, and cigarette butts. The four-year maintenance contract covers three Maine Street medians, 51 planter boxes, the existing bus shelters, 12 "Looking for Lincoln" exhibits and the city's nine parking lots.

The bids were due on January 27, 2021. Two lawn/landscape/service companies responded:

### All Phase Property Solutions LLC

18 Blocks	\$32,000/year	\$128,000 over four years
36 Blocks	\$40,000/year	\$160,000 over four years
44 Blocks	\$40,000/year	\$160,000 over four years

### Leffers Landscaping & Nursery, Inc.

18 Blocks	\$57,690/year	\$230,760 over four years
36 Blocks	\$59,868/year	\$239,472 over four years
44 Blocks	\$62,915/year	\$251,660 over four years

The FY2021/2022 budget for the Department of Planning & Development proposes \$16,000 for the CBD Beautification Program along with \$16,000 from the TIF 313 Fund to cover the annual contract amount of \$32,000 (All Phase Property Solutions).

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF  
CBD BEAUTIFICATION PROGRAM CONTRACT**

**WHEREAS**, to support Quincy's downtown, the City of Quincy established a beautification program in 1998 to address cleanliness and beautification of the downtown; and

**WHEREAS**, the CBD Beautification Program's purpose is to maintain sidewalks, tree wells, planter boxes, city parking lots, bus shelters, and Lincoln wayside exhibits and keep these areas free of weeds, trash and debris; and

**WHEREAS**, the CBD Beautification Program includes the annual planting of flowers in the 51 planter boxes and 3 medians on Maine Street; and

**WHEREAS**, the City received two bids from landscape and service companies for the CBD Beautification maintenance contract; and

**WHEREAS**, All Phase Property Solutions LLC submitted the low bid of \$32,000 a year for a total of \$128,000 for the 4 year contract; and

**WHEREAS**, the service area for the CBD Beautification boundary is 3<sup>rd</sup> to 9th Streets Jersey to Vermont Streets.

**NOW THEREFORE, BE IT RESOLVED** that the Central Services Committee recommends to the Mayor and City Council to accept low bid of All Phase Property Solutions LLC for the CBD Beautification Program contract subject to the contract can be cancelled by the city upon 30 day notice.

**FURTHER BE IT RESOLVED** that funding for this contract be evenly divided between Planning and Development Department budget and TIF 313 Fund.

PASSED and APPROVED this \_\_\_\_ day of February, 2021.

SIGNED:

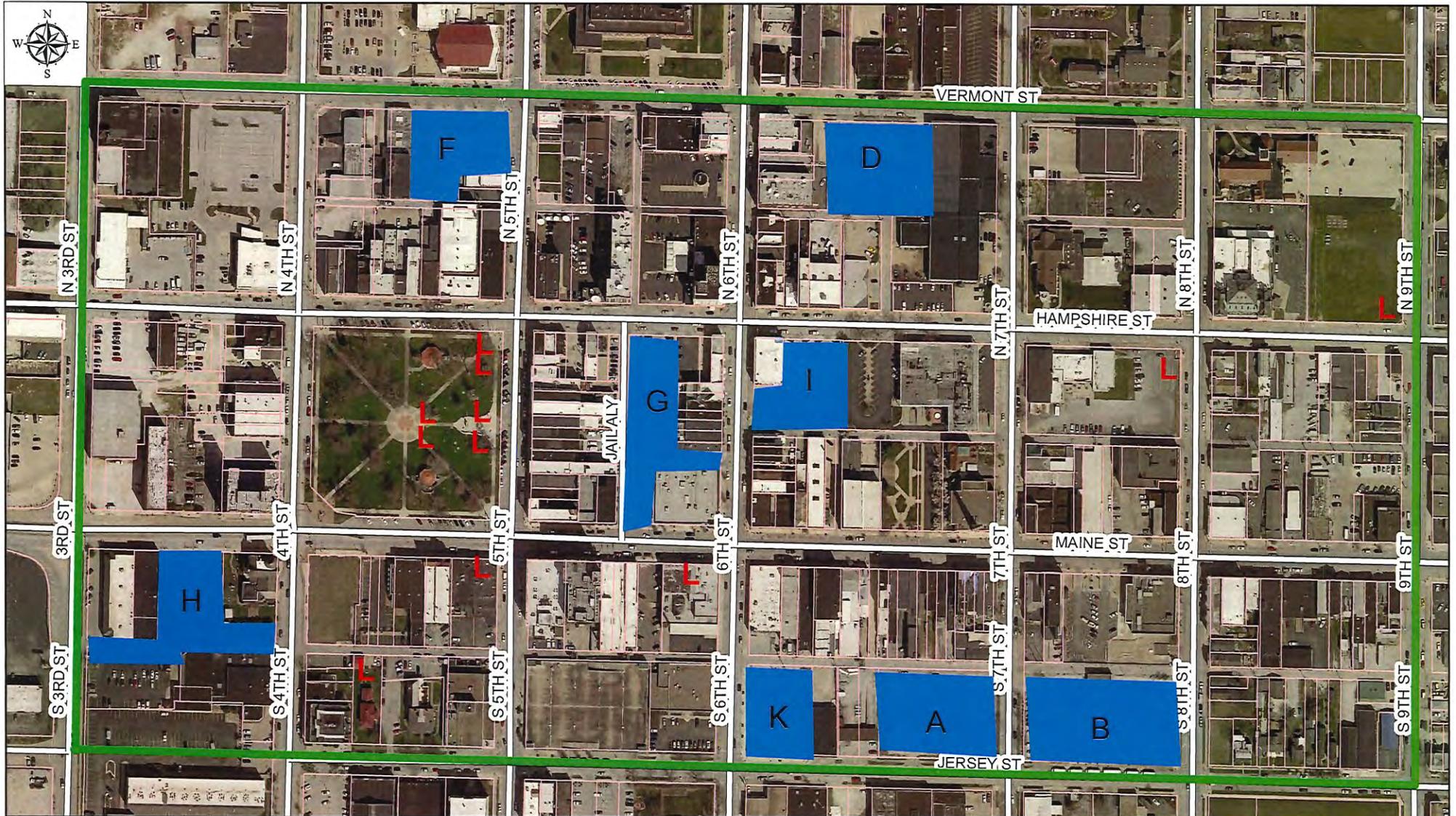
\_\_\_\_\_  
Kyle Moore, Mayor

ATTEST:

\_\_\_\_\_  
Laura Oakman, City Clerk

# CENTRAL BUSINESS DISTRICT BEAUTIFICATION PROGRAM BOUNDARY

EXHIBIT 1



Looking for Lincoln Wayside Exhibits **L**

Municipal Parking Lots **■**



**CITY OF QUINCY**  
**DEPARTMENT OF PLANNING AND DEVELOPMENT**

CITY HALL ANNEX, THIRD FLOOR, 706 MAINE STREET  
QUINCY, ILLINOIS 62301  
217-228-4515  
FAX 217-221-2288

**MEMORANDUM**

**TO:** Mayor and City Council

**FROM:** Chuck Bevelheimer

**DATE:** February 23, 2020

**SUBJECT:** Lease for 433 Hampshire Street – Basement Space

The City has been advertising the basement space of the Washington Theater as available for lease. A new lessee, Nick Dooley is interested in leasing the space for a Fly Fishing business. The new lease will be year to year with an option to renew with base lease amount of \$300 per month plus utilities with a \$50 monthly increase each year after year one. Per the attached Lease Agreement for 433 Hampshire the lease start date will be March 5, 2021.

Attached is a resolution authorizing the Mayor to execute the Lease Agreement with Mr. Dooley.

If you have any questions, please feel free to contact me.

**RESOLUTION  
AUTHORIZING LEASE AGREEMENT  
BASEMENT SPACE AT 433 HAMSPHIRE STREET**

**WHEREAS**, Nick Dooley has agreed to lease the basement space of the Washington Theater from the City of Quincy year to year with a rental rate of \$300 per month; and

WHEREAS, the City of Quincy is a home rule unit of local government pursuant to the provisions of §6, Article VII (Local Government) of the Constitution of the State of Illinois; and

WHEREAS, pursuant to such authority and such other authority as may be established by law, this Resolution is being adopted.

NOW , THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF QUINCY, ADAMS COUNTY, ILLINOIS, as follows:

1. The Mayor and City Clerk are hereby authorized to execute and attest, respectively, a Lease Agreement consistent with the terms set forth above to lease a portion of the Washington Theater property to Nick Dooley.

This Resolution shall be in full force and effect from and after its passage, as provided by law.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021

City of Quincy, an Illinois Municipal Corporation

By: \_\_\_\_\_  
Kyle Moore, Its Mayor

ATTEST:

\_\_\_\_\_  
Laura Oakman, Its City Clerk



## LEASE AGREEMENT

### (PORTION OF WASHINGTON THEATER PREMISES)

This Lease, made this \_\_\_\_\_ day of March , 2021, between the City of Quincy, Quincy, Illinois (hereinafter “City”) and Nick Dooley, doing business as Dooley’s Fly Fishing (hereinafter “Lessee”).

#### RECITALS

1. City owns Certain Property commonly known as 433 Hampshire Street, Quincy, Illinois and also commonly known as the Washington Theater, and which is legally described as follows:  
See Attached Exhibit “A”.

(hereinafter referred to as the “Premises”).

2. Lessee is a sole proprietorship.
3. City desires to lease a portion of the Premises, which consists of the basement level of the Premises together with certain common areas (herein “Leased Facilities”) and which is described more specifically in Article I, A. below, and which property is not needed or required for any public purpose and which the City does not anticipate during the term of this Lease will be required or necessary for any public use or purpose; and,
4. Lessee desires to lease said Leased Facilities, subject to the terms and conditions hereof.

NOW, THEREFORE, for and in consideration of the term, conditions and covenants of this Lease to be performed by Lessee, all of which Lessee accepts, City hereby leases to Lessee and Lessee hereby hires and takes from City the above described Leased Facilities and certain attendant privileges, uses and rights, as hereinafter specifically set out.

#### ARTICLE I

#### LEASED FACILITIES AND PRIVILEGES

cost and expense with the exception of the repair and maintenance of plumbing fixtures and facilities, electrical fixtures and systems and all heating and cooling systems, which shall be the responsibility of the City, so long as the need for repair and maintenance of such fixtures, facilities and systems do not arise from the willful acts of Lessee, its officers, employees, agents and invitees.

**B. CONDITION OF PREMISES.** Lessee accepts the demised premises in their present condition and without expense to the City.

**C. SIGNS.** Lessee may construct or place or permit to be constructed or placed, signs or other structures advertising or identifying the name of the Lessee on the exterior east entrance door and above the door of the Leased Facilities only upon written consent and approval of the City, which permission is hereby granted for the existing signage. Lessee shall remove and repair any damage done to the premises by the erection or removal of any such signs, structures, or marquees prior to the end of this Lease.

**D. OTHER ALTERATION OF FACILITIES.** Lessee shall not make or undertake any structural alterations or changes to the Leased Facilities, the cost of which (for labor or materials) would exceed One Thousand Dollars (\$1,000.00) without the prior, written consent of the City. Lessee will not permit any mechanic's liens or any other liens or claims which would be superior to the City's interests to be attached to Leased Facilities or Premises during the term and no improvements made or material or labor used or expanded upon said premises shall be a lien or priority over the interest of City herein without the express consent in writing of City.

In the event that any person, corporation or other entity files any lien against said premises at any time during the term hereof, Lessee shall promptly remove the same within thirty (30) days of receiving notice of the filing of said lien or demand by City to remove said lien or file suit within said period to remove said lien and pursue said suit diligently. In the event of Lessee's failure to

**G. TRASH, GARBAGE, ETC.** Lessee shall provide a complete and proper arrangement for the adequate sanitary handling and disposal, away from the Leased Facilities, of all trash, garbage and other refuse caused as a result of its operation. Lessee shall provide and use suitable covered receptacles for all such garbage, trash and other refuse. Piling of boxes, cartons, barrels, discarded materials or other similar items in an unsightly or unsafe manner, or which otherwise creates a nuisance on or about the Leased Facilities, shall not be permitted.

**H. COMPLIANCE WITH LAWS.** From and after the Effective Date and until this Lease terminates or expires, Lessee shall comply promptly with all applicable federal, state or local governmental statutes, ordinances, rules, regulations and orders, in effect during the term of this Lease or any part thereof regulating Lessee's use of or operations upon the Leased Facilities otherwise applicable to the Premises. In the event any law, including and without limitation the Americans with Disabilities Act, requires structural or capital improvements to the Leased Facilities, such costs shall be borne by the City. Lessee, however, shall be responsible for the costs of such compliance if such laws become applicable solely because of Lessee's specific use of the Leased Facilities.

**I. ASSIGNMENT OF LEASE, SUBLETTING.**

1. Assignment. Lessee shall not have the right or privilege of sale, assignment or transfer of this lease (including sublease) with prior written approval of the City.

In the event the City consents to any sale or assignment by Lessee of its interests herein, Lessee shall not be relieved from liability for the obligations hereunder which accrue thereafter, unless City, at its discretion, agrees to waive said liability.

**J. TAXES.** Lessee agrees to pay any taxes or assessments which may be lawfully levied against Lessee's occupancy or use of the Premises or any improvements thereon as a result of

- B. TIME OF PAYMENT.** Said rental shall be paid upon the execution of this Lease and on the same day of each month thereafter during the Term hereof or any extension.
- C. SECURITY DEPOSIT.** The Lessee shall deposit with the City a sum equal to one month's rent as collateral security for the payment of the rents to become due the City under the Lease, and for faithful performance by Lessee of all other obligations hereunder, and for the payment of any and all sums of money for which it may be, or become, liable hereunder. Said security deposit or so much thereof as shall not be applied for the purposes aforesaid, with interest, shall be returned to the Lessee, its successors or assigns, at the expiration of this Lease, and upon surrender of the herein Premises, provided all terms, conditions, covenants and agreements herein mentioned have been performed by the said Lessee, its successor and assigns.

## **ARTICLE V**

### **INSURANCE AND INDEMNIFICATION AND CASUALTY**

#### **A. INSURANCE.**

1. Insurance on the Premises. Lessee agrees that he will keep his personal property and equipment on the leased Facilities insured, at a minimum, against loss or damage by fire or other casualty, in an amount not less than the full replacement value of such personal property and equipment as determined from time to time.
2. Lessee's Liability Insurance. Lessee agrees to maintain, at its own expense, at all times during the term of this Lease, a policy or policies of insurance, which will insure City against liability for injury or death of persons or loss or damage to property occurring in or about the Premises. Such insurance policy shall name the City as an additional insured and such insurance company shall be required to give

## ARTICLE VI

### COMPLIANCE WITH ENVIRONMENTAL REQUIREMENTS

- A. Lessee shall not store or dispose of any “Hazardous Materials” or “Special Waste” as described hereafter without the express written consent of City which consent shall set forth in detail the nature and extent of any authorized storage, use or disposal of said Materials or Waste. The Lessee, in conducting any activity on the demised premises, including any environmental response or remedial activities, shall comply with all applicable local, state or federal environmental rules, regulations, statutes, laws or order (collectively, “Environmental Requirements”), including but not limited to Environmental Requirements regarding the storage, use and disposal of Hazardous Materials or Special Wastes and regarding releases or threatened releases of Hazardous Materials or Special Wastes to the environment. For the purposes of this Lease, the terms “Hazardous Materials” and “Special Wastes” shall refer to those materials, including, without limitation, asbestos, and asbestos-containing materials, polychlorinated biphenyls (PCBs), oil or any other petroleum products, natural gas, source material, special nuclear material, and byproduct materials regulated under the Atomic Energy Act (42 U.S.C. Sec. 2011 et seq. (1990)), pesticides regulated under the Federal Insecticide, Fungicide and Rodenticide Act (7 U.S.C. Sec. 136 et seq. (1990)), and any hazardous waste, toxic substance or related material, including any substance defined or treated as a hazardous substance, “hazardous waste” or “toxic substance” (or comparable term) in the Comprehensive Environmental Response, Compensation and Liability Act (42 U.S. C. Sec. 9601 et seq. (1990)), the Toxic Substances Control Act (15 U.S.C. Sec. 2601 et seq. (1990)), and any and all rules and regulations promulgated pursuant to such statutes or any other applicable federal or state statute, rule or regulation, as amended in each case.

**C. HOLDING OVER.** Lessee will, at the termination of this Lease, by lapse of time or otherwise, yield up immediate possession to City, and failing to do so, will pay as liquidated damages for the whole time such possession is withheld, the sum of double the monthly rent otherwise provided herein, but the provisions of this paragraph shall not be held as a waiver by City of any re-entry, as hereinafter set forth, nor shall the receipt of said rent, or any part thereof, or any other act in apparent affirmation of tenancy, operate as a waiver of the right to forfeit this Lease and the term hereby granted for the period still unexpired, for a breach of any of the covenants, nor shall the statutory rights such as forcible detainer be impaired.

**D. DEFAULT.** Lessee shall be in default on this Lease in the event:

- a. Lessee shall fail to make payment of rent within ten (10) days after receipt of written notice from City of said arrearage;
- b. Lessee shall abandon or cease to use the Leased Facilities for the purposes for which Lessee was established, except in connection with its surrender to an approved assignee, sub lessee, or other party succeeding to Lessee's interest hereunder;
- c. Lessee's default in the performance of any of the covenants and conditions required herein (except payment of rent, as provided above) to be kept and performed by Lessee and Lessee shall fail to correct such default within thirty (30) days after receipt of written notice from City of said default;
- d. Lessee shall make an assignment for the benefit of creditors;
- e. A voluntary or involuntary petition shall be filed by or against Lessee under any law having for its purpose the adjudication of Lessee a bankrupt or the extension of time of payment, composition, adjustment, modification, settlement or satisfaction of the liabilities of Lessee or to which any property of Lessee may be subject, or the

other remedies or means of redress to which the City may be lawfully entitled in case of any breach or threatened breach by Lessee of any provisions of this Lease. The failure of City to insist in any one or more cases upon the strict performance of any covenants of this Lease or to exercise any option herein contained shall not be construed as a waiver or a relinquishment for the future of such covenant or option. A receipt by City or rent with knowledge of the breach of any covenant hereof shall not be deemed a waiver of such breach, and no waiver by City of any provision of this lease shall be deemed to have been made unless expressed in writing and signed by City, and supported by an adequate consideration. In addition to the other remedies in this Lease provided, City shall be entitled to the restraint by injunction of the violation, or attempted or threatened violation, of any of the covenants, conditions, or provisions of this Lease.

## ARTICLE VIII

### GENERAL PROVISIONS

- A. **PARAGRAPH HEADINGS.** The paragraph headings contained herein are for convenience in reference and are not intended to define or limit the scope of any provisions of this Lease.
- B. **NOTICES.** Any notice, which shall be deemed to have been received (a) if deposited post pre-paid in the United States mail, on the third business day after such deposit, (b) if transmitted via facsimile, on the day of transmission, and (c) if personally delivered or if transmitted via Federal Express, United Postal Service, Express Mail or any commercial carrier, on the day of receipt. Unless otherwise notified in writing, any notice required herein shall be mailed at the following address:

Lessee

Nick Dooley  
433 Hampshire St.  
Quincy, IL 62301

City

Mayor  
730 Maine Street  
Quincy, IL 62301

remainder of this Lease, or the application of such term or provisions to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this Lease shall be valid and be enforced to the fullest extent permitted by law.

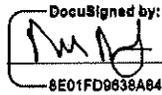
**IN WITNESS WHEREOF**, the parties hereunto set their hands in several counterparts this

\_\_\_\_\_ day of \_\_\_\_\_, 2021.

City of Quincy

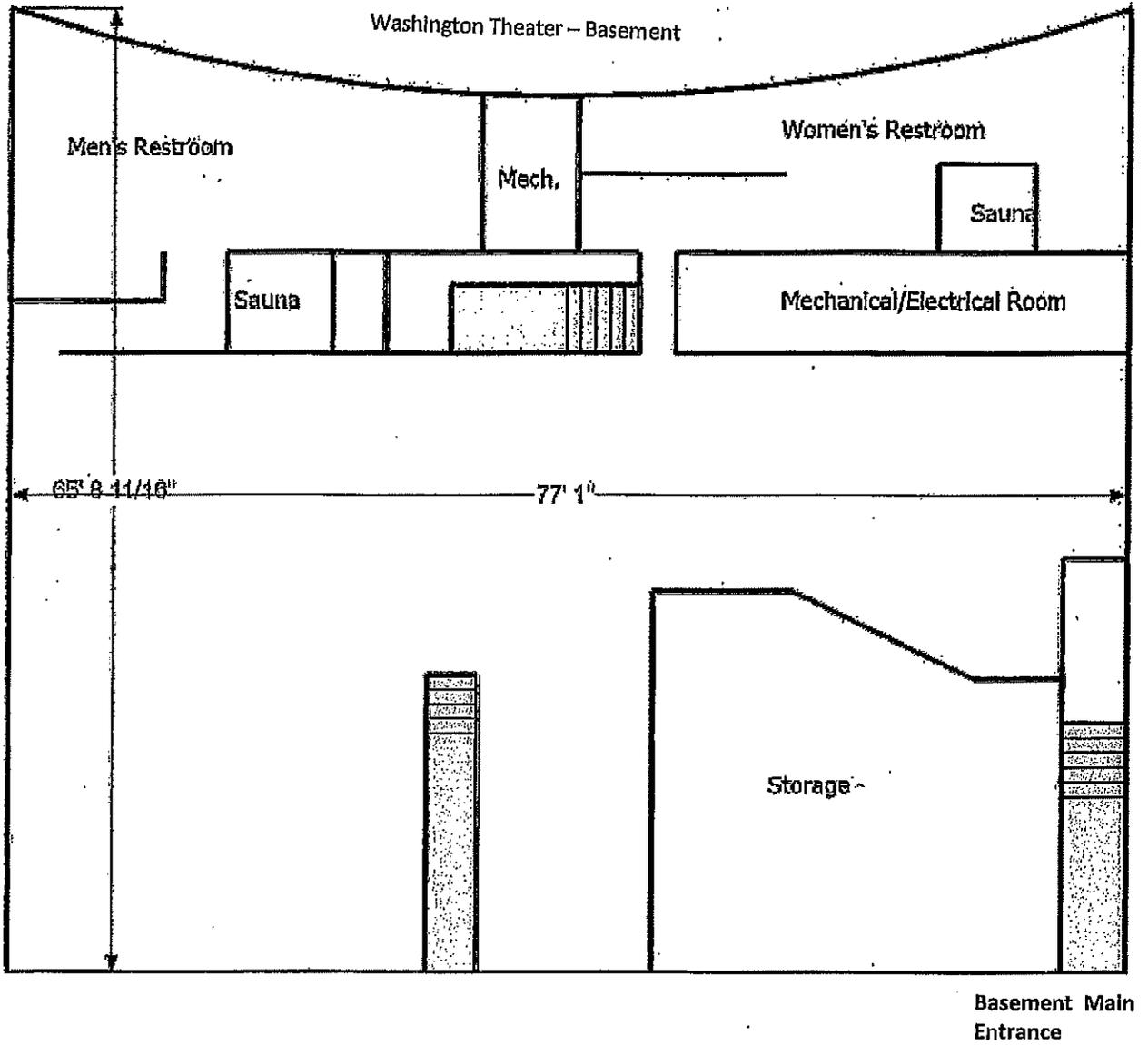
BY: \_\_\_\_\_

LESSEE

BY:  \_\_\_\_\_



**Exhibit "B"**  
**Drawing of Basement Premises**





CITY OF QUINCY  
DEPARTMENT OF PLANNING AND DEVELOPMENT

CITY HALL ANNEX, THIRD FLOOR, 706 MAINE STREET  
QUINCY, ILLINOIS 62301  
217-228-4515  
FAX 217-221-2288

m e m o r a n d u m

**TO:** Members of Quincy Plan Commission

**FROM:** Michael Seaver, Director of Inspection and Enforcement

**DATE:** 20 January 2021

**RE:** Proposed ordinance amending yard rules (parking of campers and boats)

Section 162.062 (*Zoning, Yard Requirements, General Rules*) of the Municipal Code, among other things, prohibits the parking of "boats, campers and the like" in the front yards of Residentially-zoned properties - this includes a driveway in front of a dwelling.

In addition to this off-street parking restriction, years ago the Council additionally passed an ordinance which prohibits the parking of boats, campers, and trailers on public streets. While doing so did alleviate on-street congestion that sometimes occurred, it had the effect of further limiting the parking options of such vehicles for many City residents.

When complaints of this nature are registered in the Office of Zoning and Inspection, enforcement efforts are expanded beyond the specific address of the complaint to include all properties within a certain neighborhood or geographic area so as to avoid the appearance of selective enforcement. Such efforts often impact a significant number of neighboring residents who may own boats, trailers, campers, RVs or similar vehicles.

In the Summer of 2020, enforcement efforts in one subdivision led to many residents who own boats and campers to question the reasonableness of the Ordinance and ask that an alternative or compromise be considered.

The ward alderwoman proposed that the City forego enforcement of this provision of City Code during the Summer and early Fall, and offered a resolution which halted enforcement through November 1<sup>st</sup>. A secondary purpose of the resolution was for it to serve as a "test run" to see if the effect would cause

any unanticipated problems or complaints. The resolution was approved by Council in July of 2020. From the time the resolution was passed through the date of expiration, the Office of Inspection received no complaints related to the enforcement moratorium.

Planning and Inspection staff find the attached Ordinance to be a pragmatic approach, given the specific language restricting proximity of parking to the edge of a street and the requirement that campers, boats and the like be parked upon permanently constructed driveways.

**ORDINANCE NO.**

**AN ORDINANCE AMENDING SECTION 162.062 (GENERAL RULES – YARD REQUIREMENTS) OF CHAPTER 162 (ZONING REGULATIONS) OF TITLE XV (LAND USAGE) OF THE MUNICIPAL CODE OF THE CITY OF QUINCY (2015)**

**WHEREAS**, the City of Quincy has an overriding interest in planning and regulating the use of property within the City, and is equally committed to improvement of the quality of life of its residents; and

**WHEREAS**, many of its residents enjoy recreation afforded by watercraft and recreational vehicles; and

**WHEREAS**, it is the City's intent to reasonably accommodate its residents' seasonal parking and storage challenges of such vehicles; and

**WHEREAS**, the City of Quincy is a home rule unit of local government under Article VII, §6(a) of the Constitution of the State of Illinois (1970); and

**WHEREAS**, after due and proper consideration, the City Council finds that amending the Zoning Ordinance as herein provided is in the best interests of the City and is desirable for the welfare of the City's government and affairs.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF QUINCY, ORDAINS AND ADOPTS THE FOLLOWING AMENDMENTS TO ITS MUNICIPAL CODE:**

**Section 1. AMENDMENT:** That §162.062(N) (General rules – Yard Requirements) of Chapter 162 (Zoning Regulations) of Title XV (Land Usage) of the Municipal Code of the City of Quincy (2015) be, and the same is hereby, amended by adding thereto the following paragraph:

Boats, trailers, campers and the like shall be permitted to park in a front yard between the dates of April 1<sup>st</sup> and November 1<sup>st</sup>, provided, however, that no boat, camper or other such vehicle be located in whole or in part closer than five (5) feet from the front curb line; and provided further that such vehicles shall be parked on a driveway constructed of concrete, asphalt, or gravel.

**Section 2. SEPARABILITY:** The provisions of this Ordinance shall be deemed separable, and the invalidity of any portion hereof shall not affect the validity of the remainder thereof.

**Section 3. SAVINGS CLAUSE:** Nothing in this ordinance shall be construed to affect any suit or proceeding pending in any court, or any rights acquitted, or liability incurred, or any cause or causes of action acquired or existing, or permits or licenses issued

under any act or ordinance hereby repealed or amended; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this Ordinance.

**Section 4. REPEAL:** All ordinances and parts of ordinances in conflict with the provisions of the Ordinance shall be, and the same are, to the extent of such conflict, hereby repealed.

**Section 5. EFFECTIVE DATE:** This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED BY THE FOLLOWING ROLL CALL VOTE this \_\_\_\_ day of \_\_\_\_\_, 2021.

AYES:  
NAYS:  
ABSENT:

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Kyle A. Moore, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Officially published in pamphlet form this \_\_\_\_ day of \_\_\_\_\_, 2021.

# THE CITY COUNCIL

## OFFICIAL PROCEEDINGS

### REGULAR MEETING

Quincy, Illinois, February 22, 2021

The regular meeting of the City Council was held this day at 7:00 p.m. with Mayor Kyle A. Moore presiding.

The following members were present:

Ald. McKiernan, Bergman, Bauer, Finney, Rein, Mast, Reis, Awerkamp, Uzelac, Holtschlag. 10.

Virtual: Ald. Holbrook, Farha, Sassen. 3.

Absent: Ald. Entrup. 1.

Ald. Uzelac moved Ald. Entrup be excused from this meeting. Motion carried.

The minutes of the meeting of the City Council held February 16, 2020, were approved as printed on a motion of Ald. Uzelac. Motion carried.

Legal Counsel: Corporation Counsel Lonnie Dunn.

#### **The City Clerk presented and read the following:**

#### **PETITIONS**

A Special Event application from Quincy YMCA requesting permission to hold the “Kelly’s Fun Run” on March 14th starting at 9:15 a.m. and ending at noon. The run/walk will begin at Kelly’s, proceed east towards 30th St., south on 30th St., turn left on Maine St. towards Flynn Stadium, turn around near Flynn Stadium and return to the starting point. The event requires closing the inner traffic lanes of Maine St. between 30th and 48th and temporary blockage of the 30th and Maine and 36th and Maine intersections. Barricades and cones needed. The Quincy Police Department has reviewed and approved the event application. The applicant has submitted all of the required documentation and approval is recommended by the Department of Utilities & Engineering.

Ald. Finney moved the prayer of the petition be granted and the proper authorities notified. Motion carried.

A Special Event application from the Early Childhood and Family Center located at 401 South 8th St. requesting permission to hold its annual student parade in recognition of the “Week of the Young Child” at 10:00 a.m. and 1:45 p.m. on April 12th. They request closure of South 8th and South 9th Streets from State to Kentucky Streets and State and Kentucky Streets between South 8th and South 9th Streets. The streets will be closed for approximately twenty (25) minutes for each parade. Barricades and assistance in closing the intersections and diverting traffic is needed. The applicant has submitted all of the required documentation and approval is recommended by the Department of Utilities & Engineering.

Ald. Holbrook moved the prayer of the petition be granted and the proper authorities notified. Motion carried.

#### **RESOLUTION**

WHEREAS, the Quincy Police Department considers officer safety one of its highest priorities; and

WHEREAS, officer-involved shootings are dynamic, spontaneous situations that can occur at any time without warning; and

WHEREAS, the wearing of ballistic vests, or body armor, has been cited as a major factor in that police officer fatalities have experienced a steady decline in recent years; and

WHEREAS, the Quincy Police Department’s Emergency Response Team (ERT) is expected to respond to high risk situations that carry an increased probability of encountering armed, hostile subjects; and

WHEREAS, the body armor worn by the ERT is more than five years expired; and

WHEREAS, the police department sought three quotes from the following companies for five tactical ballistic vests and ballistic plates;

Streicher’s	\$11,180.00
Kiesler Police Supply	\$15,841.35
Larry J. Fredricks, LLC	\$ 9,625.00

WHEREAS, Streicher’s of Minneapolis, MN was the only company to bid the exact specifications listed in the published bid at a cost of \$11,180.00; and

WHEREAS, the Quincy Police Department has budgeted funds available for this purchase; now

THEREFORE BE IT RESOLVED, the Chief of Police recommends to the Mayor and City Council that the Police De-

partment purchase five tactical Shift 360 Vests and ballistic plates from Streicher's of Minneapolis, MN, for a total cost of \$11,180.00.

Robert A. Copley  
Chief of Police

Ald. Rein moved for the adoption of the resolution, seconded by Ald. Mast, and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

#### **RESOLUTION**

WHEREAS, the Central Services Department is in need of a replacement dump truck with a salt spreader; and  
WHEREAS, the truck will be used in the Nuisance Division, used when filling potholes, and for parking lot snow removal at the Airport and at all city owned parking lots; and

WHEREAS, the dump truck is a 2021 F-450 4x4 with a purchase price of \$77,040 and meets our requirements; and

WHEREAS, funding for the purchase of this truck has been included in the current 2021 Fiscal Year Central Services Vehicle Replacement Fund; now

THEREFORE BE IT RESOLVED, the Director of Central Services and the Central Services Committee recommend to the Mayor and City Council that the purchase of the dump truck from Knapheide Truck Equipment in the amount of \$77,040 be accepted.

Kevin McClean  
Director of Central Services

Ald. Holtschlag moved for the adoption of the resolution, seconded by Ald. Uzelac, and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

#### **RESOLUTION**

WHEREAS, the Central Services Department is in need of a replacement dump truck with a salt spreader; and  
WHEREAS, the truck will be used in the Concrete Division, used when filling potholes, and for parking lot snow removal at the Airport and at all city owned parking lots; and

WHEREAS, the dump truck is a 2021 F-450 4x4 with a purchase price of \$74,478 and meets our requirements; and

WHEREAS, funding for the purchase of this truck has been included in the current 2021 Fiscal Year Central Services Vehicle Replacement Fund; now

THEREFORE BE IT RESOLVED, the Director of Central Services and the Central Services Committee recommend to the Mayor and City Council that the purchase of the dump truck from Knapheide Truck Equipment in the amount of \$74,478 be accepted.

Kevin McClean  
Director of Central Services

Ald. Holtschlag moved for the adoption of the resolution, seconded by Ald. Uzelac, and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

#### **RESOLUTION**

WHEREAS, the City of Quincy is responsible for lawn maintenance of all city owned properties and certain right-of-way locations; and

WHEREAS, the city did seek proposals for lawn maintenance services; and

WHEREAS, the Central Services Committee reviewed all of the proposals; and

WHEREAS, Leffers Landscape & Nursery, Inc. provided the lowest proposal in the amount of \$30,562.00 and met the specified requirements; now

THEREFORE BE IT RESOLVED, the Central Services Director, the Engineering and Utilities Director, and the Central Services Committee recommend to the Mayor and City Council that the low quote from Leffers Landscape & Nursery, Inc. of Quincy, Illinois, in the amount of \$30,562.00 be accepted.

Kevin McClean  
Central Services Director  
Jeffrey Conte  
Engineering and Utilities Director

Ald. Holtschlag moved for the adoption of the resolution, seconded by Ald. Uzelac, and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

## RESOLUTION

Central Services Committee recommending approval of the low bid from All Phase Property Solutions LLC for a CBD Beautification Program contract in the amount of \$40,000 a year for a total of \$160,000 for a 4 year contract, subject to the contract being cancelled by the city upon 30 days notice.

Ald. Holtschlag moved for the adoption of the resolution, seconded by Ald. Uzelac, and on the roll call the following vote resulted: Yeas: Ald. Finney, Holbrook, Sassen, Awerkamp, Uzelac, Holtschlag. 6. Nays: Ald. Bauer, Farha, Rein, Reis, McKiernan, Bergman. 6. Abstain: Ald. Mast. 1. Absent: Ald. Entrup. 1. Motion Failed.

## RESOLUTION

WHEREAS, on January 11, 2021, the Quincy City Council approved the allocation of funds for the reconstruction of Maine Street between 24th and 30th Streets;

WHEREAS, the City of Quincy recently advertised a Request for Qualifications for construction inspection and engineering services for this project and qualifications were received from one (1) engineering firm; and,

WHEREAS, Klingner and Associates of Quincy has agreed to provide the construction inspection and engineering services for an amount not to exceed \$99,956.00; and,

WHEREAS, funding for these services is available in the Motor Fuel Tax Fund fiscal year budget.

NOW, THEREFORE BE IT RESOLVED, that the Director of Utilities and Engineering and the Central Services Committee recommend to the Mayor and Quincy City Council that the City enter into a contract with Klingner and Associates of Quincy, Illinois, for construction inspection and engineering services and that the Mayor be authorized to sign necessary contract documents on behalf of the City of Quincy.

Jeffrey Conte, P.E.

Director of Utilities & Engineering

Ald. Bauer moved for the adoption of the resolution, seconded by Ald. Reis, and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

## RESOLUTION

WHEREAS, the City of Quincy recently advertised a Request for Qualifications for construction inspection and engineering services for various Phase 2 and Phase 3 Capital Infrastructure Improvement Plan projects; and,

WHEREAS, qualifications were received from one (1) engineering firm; and,

WHEREAS, Klingner and Associates of Quincy has agreed to provide the construction inspection and engineering services for an amount not to exceed \$949,039.00; and,

WHEREAS, funding for these services is available through the 2019B GO Street Project Fund.

NOW, THEREFORE BE IT RESOLVED, that the Director of Utilities and Engineering and the Central Services Committee recommend to the Mayor and Quincy City Council that the City enter into a contract with Klingner and Associates of Quincy, Illinois, for construction inspection and engineering services and that the Mayor be authorized to sign necessary contract documents on behalf of the City of Quincy.

Jeffrey Conte, P.E.

Director of Utilities and Engineering

Ald. Bauer moved for the adoption of the resolution, seconded by Ald. Reis, and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

## RESOLUTION

WHEREAS, on December 9, 2019, the Quincy City Council approved a list of road improvement projects as part of the City of Quincy's 2019 Capital Infrastructure Improvement Plan; and,

WHEREAS, the City of Quincy recently requested bids for Phase 2 of the Bond Funded Capital Improvements that includes full street reconstruction and improvements to water and sewer infrastructure at six (6) locations throughout the City of Quincy; and,

WHEREAS, Phase 2 of the Bond Funded Capital Improvements includes the following projects:

- Adams Street, 8th to 10th Streets
- Kentucky Street, 2nd to 3rd Streets
- Washington Street, 20th to 24th Streets, 23rd Street, Washington to Ohio Streets
- Holford Drive
- 22nd Street, Oak to Chestnut Streets
- Hamann Lane, 12th to 18th Streets



WHEREAS, one (1) bid was received from Rees Construction Company of Quincy in the amount of \$8,041,949.44 for all costs associated with these projects; and,

WHEREAS, the bid has been reviewed by the Director of Utilities and Engineering and found to be acceptable; and,

WHEREAS, funding for these projects is available in the 2019B GO Bond Street Project Fund and Water and Sewer Fund fiscal year budgets; and,

WHEREAS, to allow for the uninterrupted progression of these projects in the event that changes or modifications are required, an additional 10% over the amount of the bid shall be included in the encumbrance for these projects.

NOW, THEREFORE BE IT RESOLVED, that the Director of Utilities and Engineering and the Central Services Committee recommend to the Mayor and Quincy City Council that the bid from Rees Construction Company of Quincy, Illinois, in the amount of \$8,041,949.44 be accepted and that the Mayor be authorized to sign the necessary contract documents.

Jeffrey Conte, P.E.

Director of Utilities and Engineering

Ald. Bauer moved for the adoption of the resolution, seconded by Ald. McKiernan, and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

**RESOLUTION ACCEPTING AUTHORIZING EXECUTION  
OF TRANSPORTATION PLANNING AND RESEARCH GRANT AGREEMENT FOR THE PURPOSE OF  
CONDUCTING A ROUTE STUDY**

WHEREAS, the City of Quincy through the City Council was authorized to apply for a Transportation Planning Grant to conduct a route study in November of 2018; and

WHEREAS, the State of Illinois, acting by and through the Illinois Department of Transportation, to provide grants and make funds available to assist in the distribution of grant funds; and

WHEREAS, the Illinois Department of Transportation has awarded the City of Quincy d/b/a Quincy Transit Lines \$150,000 for the purpose of conducting a route study to determine the effectiveness of the current fixed route system and make recommendations to improve services; and

WHEREAS, the Transportation Planning and Research Grant received will pay \$150,000 of the cost of a Route Study with no matching funds from the city; now,

THEREFORE, BE IT RESOLVED BY THE City of Quincy on behalf of the Quincy Transit Lines that the Mayor and Transportation Director are directed to complete the appropriate contract documents and supplemental information and documentation as needed to complete this Transportation Planning Grant and accept the grant on behalf of the City of Quincy.

PRESENTED AND ADOPTED this 22nd day of February, 2021.

AUTHORIZED OFFICIAL

ATTEST

Kyle Moore

Mayor, City of Quincy

Date: February 22, 2021

Ald. Rein moved for the adoption of the resolution, seconded by Ald. Reis, and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

**CITY OF QUINCY COUNCIL RESOLUTION AUTHORIZING  
EAB TREATMENT OF STREET ASH TREES**

WHEREAS, the City of Quincy is a Tree City USA Community; and

WHEREAS, the City of Quincy advertised for bids to treat 290 ash trees located on city right of way; and

WHEREAS, two tree service companies submitted bids to treat city ash street trees for EAB and the bids were: Trees "R" Us, Inc. at \$24,342.15 and Kinnacun Tree Service at \$24,735; and

WHEREAS, based on past treatment service by Trees "R" US, the City Tree Commission recommends Kinnacun Tree Service at \$24,735.

NOW THEREFORE, BE IT RESOLVED that the City Council be authorized to hire Kinnacun Tree Service at a cost of \$24,735 for the two-year contract.

FURTHER BE IT RESOLVED that the Mayor be authorized to execute a contract with Kinnacun Tree Service for the treatment of 290 City street ash trees.

This Resolution shall be in full force and effect from and after its passage, as provided by law.

PASSED and APPROVED this 23rd day of February, 2021.

SIGNED: Kyle Moore, Mayor  
ATTEST: Laura Oakman, City Clerk

Ald. Holtschlag moved for the adoption of the resolution, seconded by Ald. Uzelac, and on the roll call the following vote resulted: Yeas: Ald. Reis, Awerkamp, Uzelac, Holtschlag, McKiernan, Bauer, Finney, Holbrook, Farha, Sassen, Rein, Mast. 12. Nay: Ald. Bergman. 1. Absent: Ald. Entrup. 1. Motion carried.

### RESOLUTION

WHEREAS, firefighting apparatus is an essential piece of firefighting equipment; and,  
WHEREAS, all firefighting apparatus must be in good, working order; and,  
WHEREAS, the Quincy Fire Department's Engine #6, a 2005 Pierce Enforcer Pumper, is in need of a new engine;  
and,  
WHEREAS, the apparatus will be needed for at least 7 more years; and,  
WHEREAS, the problem was diagnosed by Rush Enterprises of Quincy, and the Engine is currently at their shop and disassembled; and,  
WHEREAS, the quote to rebuild the existing motor would be over \$30,000 versus replacing the motor at \$20,276; and,  
WHEREAS, the Fire Department has identified money in the vehicle replacement fund to cover the costs of the repairs;  
and,  
WHEREAS, the Fire Department seeks permission to execute this emergency repair as we currently have no reserve apparatus due to another truck being down as well for an electrical issue; and,  
NOW THEREFORE BE IT RESOLVED, that the Fire Chief and the Fire Aldermanic Committee recommend to the Mayor and City Council that the Fire Chief be authorized to waive the normal bidding process and contract with Rush Enterprises in the amount of \$20,276 for the emergency repair.

Joe Henning  
Fire Chief

Ald. Bergman moved for the adoption of the resolution, seconded by Ald. McKiernan, and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

### COUNCIL RESOLUTION AGREEMENT FOR LEGAL SERVICES

WHEREAS, the City of Quincy is committed to improving the quality of life of its residents and elimination of blight;  
and  
WHEREAS, the City of Quincy has established a program to address unsafe and dangerous buildings; and  
WHEREAS, the City of Quincy has authorized pursuing legal action for 10 dangerous and unsafe buildings; and  
WHEREAS, the city proposes to utilize Schmiedeskamp, Robertson, Neu & Mitchell to address dangerous and unsafe buildings by filing litigation under the Illinois Unsafe Property Statute.

NOW, THEREFORE, BE IT RESOLVED as follows:

That the Mayor be authorized to enter into a Memorandum of Understanding for Legal Services for Schmiedeskamp, Robertson, Neu & Mitchell to address dangerous and unsafe buildings by filing litigation under the Illinois Unsafe Property Statute for 10 dwellings at a cost not to exceed \$20,000; and

This Resolution shall be in full force and effect from and after its passage, as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF QUINCY, ADAMS COUNTY, ILLINOIS, IN REGULAR AND PUBLIC SESSION THIS 22ND DAY OF FEBRUARY, 2021.

APPROVED: Kyle Moore, Mayor  
ATTEST: Laura Oakman, City Clerk

Ald. Bergman moved for the adoption of the resolution, seconded by Ald. Bauer, and on the roll call the following vote resulted: Yeas: Awerkamp, Uzelac, Holtschlag, McKiernan, Bergman, Bauer, Finney, Holbrook, Rein, Mast, Reis. 11. Nays: Ald. Farha, Sassen. 2. Absent: Ald. Entrup. 1. Motion carried.

### ORDINANCE

Adoption of an ordinance entitled: An Ordinance Granting A Special Use Permit For A Planned Development (Develop an area for storm water detention at property located near 4625 Broadway.)

Ald. Finney moved the adoption of the ordinance, seconded by Ald. Holbrook, and on the roll call each of the 13 Aldermen voted yea, with 1 absent.

The Chair, Mayor Kyle A. Moore, declared the motion carried and the ordinance adopted.

## ORDINANCE

Adoption of an ordinance entitled: An Ordinance Amending The District Map Which Is Made A Part Of Section 162.002 Of The Municipal Code Of The City Of Quincy Of 2015. (4625 Broadway, allow for consistent zoning in order to construct an addition to the distribution center.)

Ald. Finney moved the adoption of the ordinance, seconded by Ald. Holbrook and on the roll call each of the 13 Aldermen voted yea, with 1 absent.

The Chair, Mayor Kyle A. Moore, declared the motion carried and the ordinance adopted.

### REPORT OF FINANCE COMMITTEE

Quincy, Illinois, February 22, 2021

	Transfers	Expenditures	Payroll
City Hall.....		3,191.47	31,493.39
Planning & Dev .....	24,000.00		
Recycle .....	20,500.00		
Cash Reserve to Airport Loan .....	12,500.00		
Building Maintenance.....		190.58	
Comptroller.....		149.52	9,911.07
Legal Department .....		0.00	8,667.59
Commissions.....		0.00	634.60
IT Department.....		84.05	12,384.80
Police Department.....		5,675.87	243,292.50
Fire Department .....		4,075.73	172,770.64
Public Works.....		1,888.94	40,431.19
Engineering.....		686.83	22,059.79
<b>GENERAL FUND SUBTOTAL.....</b>	<b>57,000.00</b>	<b>15,942.99</b>	<b>541,645.57</b>
Planning and Devel.....		1,167.85	20,811.01
911 System.....		0.00	40,216.05
Traffic Signal Fund.....		952.91	
Crime Lab Fund.....		441.00	
Police DUI Fund.....		110.00	
Transit Fund.....		1,659.86	61,580.28
Special Capital Funds .....		1,252.09	
Special Tax Alloc - TIF #2.....		17,231.30	
Water Fund .....		70,983.87	93,733.08
Sewer Fund .....		57,440.72	23,560.77
Quincy Regional Airport Fund.....		37,254.25	16,230.49
Airport P.F.C. Fund .....		4,302.08	
Municipal Dock .....		26.63	
Regional Training Facility.....		273.92	
Garbage Fund.....		204.07	13,168.97
Recycle Fund .....		69.75	7,505.50
Central Garage .....		26,336.93	24,564.93
Self Insurance .....		0.00	5,715.92
<b>BANK 01 TOTALS .....</b>	<b>57,000.00</b>	<b>235,650.22</b>	<b>848,732.57</b>
Motor Fuel Tax.....		1,352.34	
<b>ALL FUNDS TOTALS .....</b>	<b>57,000.00</b>	<b>237,002.56</b>	<b>848,732.57</b>

Mike Farha  
Jack Holtschlag  
Richie Reis  
**Finance Committee**

Ald. Reis, seconded by Ald. Awerkamp, moved the reports be received and vouchers be issued for the various amounts and on the roll call each of the 13 Aldermen voted yea, with 1 absent. Motion carried.

### PRESENTATION - REVENUE PROJECTIONS FOR FYE 2022

A Power Point Presentation was given by City Comptroller Sheri Ray.

## MOTION

Ald. McKiernan moved to allow a dumpster on city right-of-way at 825 Cherry starting February 24th to March 3rd. Motion carried.

The City Council adjourned at 8:02 p.m. on a motion of Ald. Holtschlag. Motion carried.

**LAURA OAKMAN**  
City Clerk

# **BOARD OF FIRE AND POLICE COMMISSIONERS**

## **Meeting**

**Date:** Wednesday, March 3, 2021

**Time:** 1:30 p.m.

**Place:** Caucus Room

**Agenda:**

1. Call to Order – Attendance
2. Public Comments – limit to 3 minutes
3. Approve Minutes of Last Meeting
4. Correspondence
5. Pending Business
  - a. Chief Henning – 1:35 p.m.
    - i. Discuss ILFCA proposal and timing
    - ii. Discuss hiring status
  - b. Chief Copley – 2:05 p.m.
    - i. Review promotional panel review scores
    - ii. Discuss hiring status
6. Old Business – Coverage of 6 March promotion testing (9am and 1pm)
7. New Business
8. Adjournment



# CITY OF QUINCY

*Department of Utilities & Engineering*

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## **A G E N D A**

### **Utilities Committee Meeting**

Thursday, March 4, 2021 - 4:00 p.m.

Conference Room #235

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1. Approval of Minutes
2. Public Comment (3 minute limit)
3. Old Business
  - Sludge Land Application Violation Notice
4. New Business
  - Waste Water Treatment Plant Report
  - Approval of Bills in Excess of Normal Spending Limitations
  - Monthly Financial Report
  - Manhole Replacement Project Change Order
  - Hach Field Service Agreement
  - Remote Control Mower Bid Results
  - Late Additions
5. Adjourn



Utilities Committee  
Meeting Minutes  
February 4, 2021

The monthly meeting of the Utilities Committee was held at 4:00 p.m. on Thursday, February 4, 2021, in Quincy City Hall. Members physically present were Alderman Dave Bauer, Alderman John Mast and Alderwoman Tonia McKiernan. Dan Cook attended the meeting via phone. Director of Utilities & Engineering Jeffrey Conte, Assistant Corporation Counsel Bruce Alford, Theresa Alford and Alderman Jeff Bergman were also present. The meeting was called to order at 4:00 p.m.

**Approval of Minutes**

Alderman Mast, seconded by Alderwoman McKiernan, moved that the minutes from the January 7, 2021, meeting be approved as distributed.

**Public Comment**

No one was present for comment.

**New Business**

***Waste Water Treatment Plant Report***

The Waste Water Treatment Plant monthly report was distributed electronically prior to the meeting. Conte reported that the aeration system project has been completed and is now online. There have been permit violations since the new equipment went online. Water temperatures remain low and nitrifiers have not rebounded yet. This is not unexpected after construction projects and Conte does not expect violation notices as it is construction related. Inframark has hired Trampas Price to be the new project manager.

***Approval of Bills***

Conte presented the invoices in excess of the normal \$7,500 spending limitation and requested they be processed in the usual manner.

Action: Approve payment of all bills exceeding \$7,500 and send to City Council with Committee recommendation.

Motion: Mast

Second: McKiernan

Motion Carried

***Monthly Financial Reports***

Conte presented and discussed the monthly financials. Sales continue to lag behind the projected budget. Expenses remain under budget for both funds. Water Fund net income is \$1.5 million and Sewer Fund net income is \$800 thousand.

### ***Payment Processing Fees***

The Utilities Department has seen a \$20 thousand increase in credit card and payment processing fees this fiscal year. The City is charged \$1.45 for every credit card (Mastercard, Visa, Discover) payment, \$0.50 for every checking and savings account payment, and 2.95% of all Non-Qualified/Commercial bill totals. The contract with the City's current payment processor was negotiated in 2016. The Committee discussed issuing a RFP for services and the possibility of a convenience fee for commercial and industrial customers that pay with a credit card.

### ***Cherry Lane Sewer Extension***

The septic system for property at 2314 Cherry Lane has failed and the property owner would like to connect to the City's public sewer. There is sewer on South 24<sup>th</sup> Street that the resident could connect to but this would require crossing the property to the east. The property at 2310 Cherry Lane is also on a septic system and will need to connect to the public sewer in the future. Conte proposes to install an 8" public sewer to the property line of 2314 Cherry Lane and it could be extended in the future to serve 2310 Cherry Lane. The City will provide materials and do as much of the work as it can. Geise Plumbing will be hired to install the sewer. The homeowner will pay a tapping fee of \$3,000 or 10% of the construction cost, whichever is higher.

Action: Approved the install of an 8" public sewer.

Motion: Mast

Second: McKiernan

Motion Carried

### ***Draft Budget Review***

Conte presented the proposed 2021/2022 Water Fund and Sewer Fund fiscal year budgets. Both budgets were prepared based on current revenues. Fund 501 (Water) includes a 1.9% increase in revenue, a 1.4% increase in expenditures and \$7.588 million in capital spending. The Fund 502 (Sewer) budget includes a 10.7% increase in revenues, a 2.1% increase in expenditures and \$5 million in capital spending.

### ***Late Additions***

#### ***InfoSend Contract Renewal***

The City's two year contract for data processing and bill printing and mailing services expires in May. The original contract offers an option for a two year renewal. The City is pleased with service the InfoSend is providing and recommends extending the contract.

Action: Send contract renewal to City Council with Committee recommendation.

Motion: Mast

Second: McKiernan

Motion Carried

#### ***Reservoir Grass Cutting***

The City opened proposals for a four year contract for grass cutting services at the reservoir. One proposal was received. The proposal cost is substantially higher than the previous contract cost.

Action: Prepare a bid for purchase of a remote controlled mower.



**Adjournment**

With no other items to discuss, the meeting was adjourned on a motion by Alderman Mast, seconded by Dan Cook.

Respectfully submitted,

Jeffrey Conte, P.E.  
Director of Utilities & Engineering  
February 9, 2021