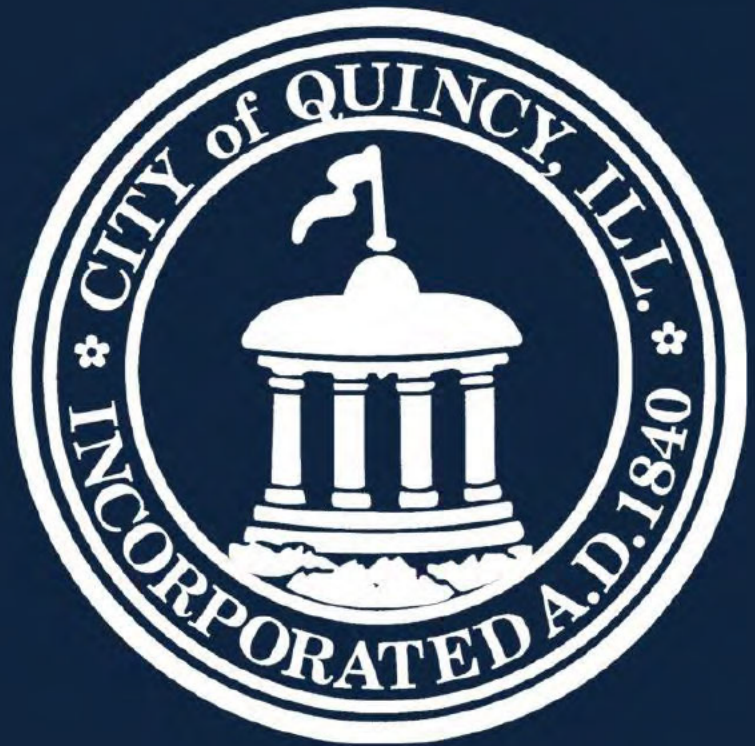


# Council Meeting for July 6, 2021



# CITY COUNCIL AGENDA

July 6, 2021  
Final Agenda  
7:00 P.M.

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

## MAYOR'S APPOINTMENT

Appointment of Kelly Mays as 3<sup>rd</sup> Ward Alderman.

## PETITIONS

**Ward 4** By Fireworks Authority Inc. requesting permission to hold a fireworks display on July 10<sup>th</sup> at Quincy Country Club, 2410 State St. The Quincy Fire Department has given their approval.

**Ward 6** By Quincy Notre Dame High School requesting to conduct a raffle and have the bond requirement waived from now until June 30, 2022. The City Clerk recommends approval of the permit.

**Ward 7** A Special Event application from On the Rail, 129 South 4<sup>th</sup> St., requesting permission to hold outdoor concerts on Saturday, August 21, 2021, and Monday, September 20, 2021, between the hours of 6:00 p.m. and 12:00 a.m. (midnight). The applicant requests the closure of the alley adjacent to 129 South 4<sup>th</sup> St. and use of the City-owned Newcomb Lot at the corner of 4<sup>th</sup> and Maine St. for both concert events. Barricades needed for the alley closure. The applicant also requests that liquor ordinances 111.096(a), 111.096(d), and 111.067(a) be waived to allow for the consumption and possession of liquor on a public street or lot, permitting open liquor to leave the licensed premises, and selling of liquor outside the licensed premises for both dates. The Quincy Police Department recommends approval of Live Entertainment/Public Gathering Licenses for the live bands. The applicant requests permission to assemble a stage for the live entertainment on the City-owned Newcomb lot. Approval for the assembly of the stage is recommended pending an inspection of the structure by the Quincy Fire Department once the stage is in place and prior to the start of the events. The applicant has submitted all required documents and approval is recommended by the Department of Utilities & Engineering pending approval of the waiver of liquor ordinances by the Quincy Police Department.

**Ward 6** A Special Permit for Planned Development to obtain a liquor license as a means to serve alcohol and to operate video gaming machines in a restaurant at 1800 State Street, presently zoned C1B.

## MONTHLY REPORTS

### REPORT OF TRAFFIC COMMISSION

**Ward 4** The referral to implement a "4-Way Stop" at the intersection of 22nd and Payson Avenue be denied was tabled for two weeks by Ald. Farha.

## PUBLIC FORUM

## MAYOR'S APPOINTMENTS

Appointments of Lee Lindsay to the Residential Rental Property Registration Ad Hoc Committee and Chuck Bevelheimer as city of Quincy staff.

## **RESOLUTIONS**

Chief of Police, Police Aldermanic Committee and Purchasing Director recommending approval to apply for the 2021 Justice Authority Grant.

Utilities and Engineering Director and Utilities Committee recommending approval of the invoice from Republic Services in the amount \$12,390.75 for removal and dumping of oils and grease from the Waste Water Treatment Plant.

Utilities and Engineering Director of and Utilities Committee recommending approval and the invoice from Shannahan Crane and Hoist of St. Louis, MO in the amount of \$10,046.79 to repair two hoists at the Waste Water Treatment Plant.

Utilities and Engineering Director and Utilities Committee recommending approval of the invoice from Badge Meter of Milwaukee, WI in the amount of \$13,494.59 for the renewal of a cellular-based automatic meter reading software.

Utilities and Engineering Director of recommending approval of the proposal from Klingner and Associates in the amount of \$28,525 for hydraulic survey and study services.

## **ORDINANCES**

### **Adoption of an Ordinance entitled:**

An Ordinance Amending The Quincy Economic Development Loan Program.

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

An Ordinance Annexing Certain Territories To The city of Quincy, Adams County, Illinois. (Correct legal description and PIN for 2500 N. 24<sup>th</sup> St.)

## **REPORT OF FINANCE**



## City of Quincy Department of Utilities & Engineering

To: Mayor and Quincy City Council  
Cc: Laura Oakman, Jeff Mays, Rob Copley, Joe Henning, Kevin McClean  
From: Jeffrey Conte, Director of Utilities & Engineering  
Date: July 6, 2021  
Subject: Special Event Application – On the Rail

Mayor and City Council Members,

The Department of Utilities and Engineering has received a Special Event Application from Scott Edlin, owner of On the Rail located at 129 South 4<sup>th</sup> Street. The applicant is requesting permission to hold outdoor concerts on Saturday, August 21, 2021, and Monday, September 20, 2021, between the hours of 6:00 p.m. and 12:00 a.m. (midnight).

The applicant requests the closure of the alley adjacent to 129 South 4<sup>th</sup> Street and use of the City-owned Newcomb Lot located on the corner of 4<sup>th</sup> and Maine Street for both concert events. The applicant requests that the City provide barricades for the alley closure.

The applicant also requests that liquor ordinances 111.096(a), 111.096(d), and 111.067(a) be waived to allow for the consumption and possession of liquor on a public street or lot, permitting open liquor to leave the licensed premises, and selling of liquor outside the licensed premises for both dates.

The Quincy Police Department recommends approval of Live Entertainment/Public Gathering Licenses for live bands. The applicant requests permission to assemble a stage for the live entertainment on the City-owned Newcomb lot. Approval for the assembly of the stage is recommended pending an inspection of the structure by the Quincy Fire Department once the stage is in place and prior to the start of the events.

The applicant has submitted all required documents and approval is recommended by the Department of Utilities & Engineering pending approval of the waiver of liquor ordinances by the Quincy Police Department.



# DEPARTMENT OF POLICE CITY OF QUINCY

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From the Office of Robert A. Copley, Chief of Police  
530 Broadway - Quincy, Illinois 62301-4058  
Phone (217) 228-4480, Fax (217) 221-2269

July 2, 2021

Mayor Mike Troup  
Members of the Quincy City Council  
Quincy City Hall  
730 Maine Street  
Quincy, IL 62301

**RE: JAG GRANT APPLICATION APPROVAL – 2021**

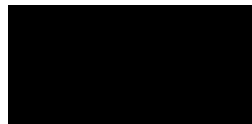
Dear Mayor Troup and Members of the Quincy City Council:

The purpose of this letter is to make you aware of a grant opportunity for our department and to request your approval to submit an application. We will share a portion of this \$19,258.00 grant with the Adams County Sheriff's Department; we will act as the lead agency throughout this process.

The Justice Assistance Grant program requires the applicant to notify their governing body of the grant and obtain approval to submit an application. In addition to the governing body notification and approval, we are also required to make a notification to the public to allow them the opportunity to comment on the intended use of the funds. The necessary information is posted on the City's website.

We continue to have a need to replace body armor, helmets, and radio connectors for members of our Emergency Response Team. If awarded the funds, we would spend our portion of the money outfitting our ERT with updated equipment.

We request approval to proceed with this application process. If you have any questions, please do not hesitate to contact me. In my absence, you may contact Deputy Chief Yates or Deputy Chief Pilkington. Thank you for your attention to this request.



Chief of Police

Ec: Mayor Mike Troup  
Mr. Jeff Mays, DAS  
Ms. Sheri Ray, Comptroller  
Ms. Mary Ann Ervin  
Deputy Chief Pilkington

## **RESOLUTION**

WHEREAS, the City of Quincy annually applies for the Justice Authority Grant (JAG); and

WHEREAS, there is a requirement that a resolution be adopted approving the submission of an application for the JAG grant, and

WHEREAS, the Quincy Police Department and the Adams County Sheriff's Department jointly agreed that the Quincy Police Department will act as administrator of the JAG grant; now

THEREFORE BE IT RESOLVED, the Chief of Police, Police Aldermanic Committee, and Director of Purchasing recommend to the Mayor and City Council that the Police Department be granted authority to apply for the 2021 Justice Authority Grant.

Robert Copley

Chief of Police  
July 6, 2021

## **RESOLUTION**

**WHEREAS**, local haulers dispose of materials pumped from area grease traps and other sources of oils and grease at the Waste Water Treatment Plant; and,

**WHEREAS**, the Waste Water Treatment Plant periodically requires the use of dumpsters to remove and dispose of the accumulated materials; and,

**WHEREAS**, the Department of Utilities has received an invoice from Republic Services of Quincy, Illinois for the removal and dumping of these materials; and,

**WHEREAS**, funding for this service is available in the 2021/2022 Sewer Fund fiscal year budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Director of Utilities and Engineering and Utilities Committee recommend to the Mayor and Quincy City Council that normal bidding requirements be waived and the invoice from Republic Services of Quincy, Illinois in the amount \$12,390.75 be approved for payment.

Jeffrey Conte, P.E.  
Director of Utilities & Engineering

July 6, 2021

## **RESOLUTION**

**WHEREAS**, the Department of Utilities requires the use of cranes and hoists for daily operations at the Waste Water Treatment Plant; and,

**WHEREAS**, during a recent routine inspection of the equipment, deficiencies were found in two hoists that required repair; and,

**WHEREAS**, the repair work has been completed in a satisfactory manner and an invoice has been received from Shannahan Crane and Hoist of St. Louis, Missouri in the amount of \$10,046.79 for all costs associated with the repair work; and,

**WHEREAS**, funding for this repair work is available in the 2021/2022 Sewer Fund fiscal year budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Director of Utilities and Engineering and Utilities Committee recommend to the Mayor and Quincy City Council that normal bidding requirements be waived and the invoice from Shannahan Crane and Hoist of St. Louis, Missouri in the amount of \$10,046.79 be approved for payment.

Jeffrey Conte, P.E.  
Director of Utilities & Engineering

July 6, 2021



## **RESOLUTION**

**WHEREAS**, the Department of Utilities and Engineering utilizes the use of automatic meter reading (AMR) software for the reading of water meters and transmittal of data for accurate billing of residential, commercial and industrial water customers; and

**WHEREAS**, the Department of Utilities has received an invoice from Badger Meter of Milwaukee, Wisconsin in the amount of \$13,494.59 for the renewal of a cellular-based automatic meter reading software; and,

**WHEREAS**, the Director of Utilities and Engineering has reviewed this invoice and finds it to be acceptable; and,

**WHEREAS**, due to the uniqueness of the hardware/software utilized in the Orion meter management systems and its integration with the City's current automated meter system, the Director of Utilities and Director of Purchasing have determined that Badger Meter of Milwaukee, Wisconsin qualifies as a sole source provider; and,

**WHEREAS**, funding for this expense is available in the 2021/2022 Water Fund fiscal year budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Director of Utilities and Engineering and Utilities Committee recommend to the Mayor and Quincy City Council that normal bidding requirements be waived and the invoice from Badger Meter of Milwaukee, Wisconsin in the amount of \$13,494.59 be approved for payment.

Jeffrey Conte, P.E.  
Director of Utilities and Engineering

July 6, 2021

## **RESOLUTION**

**WHEREAS**, the Department of Utilities and Engineering requires the services of an engineering firm to perform a hydraulic survey and hydraulic study for culvert modifications and floodplain map revisions for the Fox Run Road West area; and,

**WHEREAS**, Klingner and Associates of Quincy, Illinois has submitted a proposal for an amount not to exceed \$28,525.00 for costs associated with these engineering services; and,

**WHEREAS**, the Director of Utilities and Engineering has reviewed the proposal and finds it to be acceptable; and,

**WHEREAS**, funding for this professional service is available in the 2021/2022 Fifth Ward Fund fiscal year budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Director of Utilities and Engineering recommends to the Mayor and Quincy City Council that the proposal for hydraulic survey and study services from Klingner and Associates of Quincy, Illinois for an amount not to exceed \$28,525.00 be accepted.

Jeffrey Conte, P.E.  
Director of Utilities & Engineering

July 6, 2021



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 Troup and City Council Members

FROM: Chuck Bevelheimer

DATE: June 14, 2021

SUBJECT: Quincy Economic Development Revolving Loan Program Ordinance Amendment (Q-Fund)

The city's existing Economic Development Revolving Loan Fund (ED-RLF) was established in 1983 as a means to encourage job creation associated with manufacturing, wholesale and distribution facilities. The attached ordinance would amend the ED-RLF by deleting the existing program in its entirety and replacing it with a new ED-RLF program called Q-Fund.

The new Q-Fund program would expand the eligibility for loans from the traditional industrial operations to commercial and/or service-related businesses that stimulate economic growth. All loans through the Q-Fund must, at the satisfaction of the committee, meet certain standards as evidence of significant private investment, job creation, and tax base expansion (sales and property), as well as providing a repayment mechanism. The Q-Fund program retains the goal of complimenting, and not competing with, local banks on economic development loans. The Economic Development Loan funds (701, 702 and & 706) have \$1.1 million available for loans. The EDL-RF Committee has reviewed the Q-Fund program and recommends approval.

The new Q-Fund program is summarized below:

- A. Goals and Objectives: The new program authorizes the use of loan funds for projects that stimulate economic growth; that increase the City's property and sales tax base; that increase employment opportunities; and that attract new residents to Quincy through new jobs and business expansions.
- B. Loan Amount: All requests must be reviewed and approved by the city's loan committee, which will establish the loan terms on a case-by-case basis. The minimum loan amount shall be \$50,000 while the maximum loan will be \$500,000.

- C. Eligible Costs: Funds can be used for land and building acquisition, site development, infrastructure extension, building construction and machinery and equipment purchase.
- D. Interest Rate: Loan rates are determined on a case-by-case basis based on an agreement between the participating lender and the Committee. The loans are structured to provide the borrower a lower blended rate. The historical interest rate for a city loan has been 3%.
- E. Loan Committee: The Committee will consist of a seven-member board of community leaders, appointed by the mayor. Two of the seven will be Quincy City Council members.
- F. Resource Leveraging: The borrower shall provide a minimum financial match of 1:1 to receive a loan.
- G. Job Creation/Retention: One full-time equivalent (FTE) job must be created or retained for every \$15,000 provided through the Q-FUND
- H. Tax Generation: Commercial retail projects generating significant tax revenue can be considered for a loan.
- I. Collateral Requirements: The participating lender shall have the primary responsibility for determining the applicant's credit risk and, if it requires, shall be entitled to senior lien or security interest on any collateral given as security. In the case where the city secures the RLF loan with identical collateral, its lien or security interest shall be subordinate to the participating lender. In addition, the city will require a Personal and/or Corporate Guarantee on City Loans.
- J. Prevailing Wage: Loan funds are public monies and compliance with the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) of the State of Illinois may be required depending on the use of the funds. Loan funds utilized for construction and renovation may require contractors and/or subcontractors to pay all laborers, workers and mechanics no less than the "prevailing rate of wages" (hourly cash wages plus fringe benefits) for Adams County and to perform certain notice and recordkeeping duties. The borrower is responsible for determining the application of the Prevailing Wage Act to its project.

If you have any questions, please let me know.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE QUINCY  
ECONOMIC DEVELOPMENT PROGRAM**

**WHEREAS**, the City of Quincy, Illinois was awarded a \$6.7 million Urban Development Action Grant (UDAG) in 1983 and such grant funds were ultimately recaptured by the City and used to establish the Quincy Economic Development Funds (“the Fund”); and

**WHEREAS**, the said Fund is administered by Quincy Economic Development Loan Committee (as provided under Section 40.270 of the Municipal Code of the City of Quincy, hereinafter referred to as “the Committee”) pursuant to the Quincy Economic Development Program approved by a Resolution of the Quincy City Council adopted April 16, 1984; and

**WHEREAS**, the Illinois Department of Commerce and Economic Opportunity determined the Quincy Economic Development Loan Program no longer holds federal or state identity, allowing the funds to be expended in any manner deemed appropriate by the City; and

**WHEREAS**, the Committee believes that the economic development goals of job creation and promotion of private investment may be better served by amending the Program to allow the Committee the ability to authorize loans and grants to increase the use of the Funds; and

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

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

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

SECTION 1. AMENDMENT: That the existing Quincy Economic Development Loan Program is deleted in its entirety and a new Program be hereby amended by substituting in lieu thereof the following:

**A. INTRODUCTION**

The Quincy Economic Development Revolving Loan Fund (Q-FUND) offers public financing to businesses that are already working with private sector lenders. Businesses can spend these public funds on projects including, but not limited to, job creation and/or retention, business expansion, and investments in real estate, machinery, or equipment.

**B. Q-FUND PROGRAM HISTORY**

The funding for the city’s Q-FUND comes from previously recaptured state and federal funds. Quincy was awarded a \$6.7-million UDAG in 1983 to assist the Cummins Engine Company in the purchase of

the 700,000 square foot Motorola facility. After the funds were awarded to the city, Cummins scaled back its expansion plans and repaid the UDAG loan to the City. The city was also able to recapture State CDAP funds in the 1980's that were granted to the city and provided as loans to local businesses.

In December 2016, the Illinois Department of Commerce and Economic Opportunity determined the city's revolving loan fund no longer holds federal or state identity, allowing the funds to be expended in any manner deemed appropriate by the city. The city's financial assistance must complement (rather than compete) with financial assistance provided to a business by a private financial institution.

### **C. GOALS AND OBJECTIVES**

1. Stimulate economic growth
2. Increase the City's Property Tax Base
3. Increase the City's Sales Tax Base
4. Increase employment opportunities
5. Attract new residents to Quincy through new jobs/business expansions

### **D. REVOLVING LOAN FUND MANAGEMENT**

1. Loan Committee: The Q-FUND Committee will consist of a seven-member board of community leaders, appointed by the mayor. Two of the seven members will be members of the Quincy City Council. The Q-FUND Committee will meet as needed to review and approve/deny loan applications. The committee has the sole authority to approve/deny loans from the Fund.
2. Loan Application Review: Loan applications will be prepared by the private sector lender working with the borrower to secure City participation. Applications will be provided the Department of Planning & Development, which will package them to dissemination to the Q-FUND Committee. The committee shall review all applications to the revolving loan fund and meet with the applicant and the private sector lender to discuss the loan application, the lender's credit memorandum, rates, terms, securities on loans, personal guarantees and compliance with the goals and objectives of the Q-FUND. Upon approval by the committee, a loan agreement and note would then be executed between the City and the borrower specifying the purpose for which loan proceeds could be used, the loan repayment terms, the collateral for securing the loan, etc. The lender would service the participation loan and forward the city the debt service payments as well as the associated service fee.
3. Loan Documentation, Monitoring and Reporting: The loan documents, including agreements, liens, title policies, security recordings, amortization schedules and security releases, shall be obtained by and completed by the city. The city's Q-FUND Administrator, in consultation with the city Treasurer, shall monitor repayments of the loan, job creation and/or job retention reports as required along with any other special conditions.
4. ED-RLF Staff: The City of Quincy's Department of Planning and Development will provide administrative staff to support the Q-FUND program.
5. Delinquent Loans: The city's administrative staff will send a Notice of Default and Demand to Cure to the borrower when the payment is 10-30 days late. After 30 days past-due, the matter will be turned over to the city's Legal counsel to pursue. All legal rights will be exercised by the City to reclaim past-due funds.

**E. REVOLING LOAN FUND STRATEGY**

1. Targeting of Funds: The Q-FUND dollars will support:
  - a. Existing Industrial, Commercial, or Service-Related Business located in Quincy
  - b. Existing Businesses located outside of Quincy that are considering relocating to Quincy
  - c. Business Start-Ups considering locating in Quincy
  - d. New or existing Minority-owned Businesses
  - e. New or existing Female-owned Businesses
  
2. Criteria for Consideration: Projects must present:
  - a. Sizable private investment in addition to Q-FUND revenue
  - b. Solid commitment to creating and/or retaining permanent jobs
  - c. Financial Feasibility for Use of the Q-FUND revenue
  - d. Significant Tax Revenue (in lieu of job creation/retention)
  - e. Value of jobs created and or retained
  - f. Evidence the project could not occur without Q-FUND involvement
  - g. Preference given based on ability to attract revenue from customers outside of Quincy.
  
3. Eligible Use of Funds
  - a. Land or Building Acquisition.
  - b. Site Development/Infrastructure Extension Cost
  - c. Construction of New Facility
  - d. Construction of Addition to Existing Facility
  - e. Renovation of Existing Facilities
  - f. Leasehold improvements
  - g. Public Infrastructure Improvements (based on significant private investment)
  - h. Purchase of inventory, supplies, machinery, furniture or fixtures and technology/automation equipment
  
4. Ineligible Uses of Funds
  - a. Refinancing existing debt
  - b. Financing of a speculative project (commercial/retail development w/out executed lease agreement)
  - c. Conducting general marketing activities
  - d. Forgiveness of existing loans
  
5. Interest Rate: Q-FUND loan rates are determined on a case-by-case basis based on an agreement between the participating lender and the City of Quincy. The loans are structured to provide the borrower a lower blended rate. Historically the interest rate for City loans has been 3 percent.
  
6. Term of Loan: Q-FUND loan terms are determined on a case-by-case basis based on an agreement between the participating lender and the City of Quincy. Loan terms are generally determined by the following classifications:

<b>Purpose</b>	<b>Maximum Term</b>
Leasehold Improvements	Seven Years
Building Renovations or Rehabilitations	Seven Years
Purchase of Machinery and/or Equipment	Ten Years
Infrastructure (Water, Sewer, Roads)	15 Years

New Construction	20 Years
Land and/or Building Acquisition	20 Years
Purchase of Inventory	Under Certain Conditions

7. Loan Structure/Resource Leveraging: The borrower must provide a minimum financial match of 1:1 to receive a loan through the Q-FUND. All matching funds shall be financial contributions (cash). The match can be in the form of owner equity, a bank loan, or a supplier financing. Funds spent prior to the approval of the Q-FUND application cannot be counted toward the match. The city will accept a subordinate collateral position to the bank or other investor whom will have first collateral position.
8. Minimum/Maximum Loan Amount: The minimum Q-FUND program loan shall be \$50,000 and the maximum shall be \$500,000. An infrastructure loan will be limited to a maximum of \$300,000. See Section 7 regarding private matches for Q-FUND.
9. Job Creation/Retention: One full-time equivalent (FTE) job must be created or retained for every \$15,000 provided through the Q-FUND. FTE is defined 1,950 hours/year (35 hours/week). Proof of compliance to this requirement may be required by furnishing employee certification forms.
10. Sales Tax Generation: Commercial retail projects generating significant sales tax revenue can be considered for a loan through the Q-FUND (Significant = Annual gross retail sales in excess of \$500,000).
11. Collateral Requirements: The participating lender shall have the primary responsibility for determining the applicant's credit risk and, if it requires, shall be entitled to senior lien or security interest on any collateral given as security. In the case where the city secures the RLF loan with identical collateral, its lien or security interest shall be subordinate to the participating lender. In addition, the city will require a Personal and/or Corporate Guarantee on City Loans, including the Q-FUND program.

The City's loan must be reasonably secured by a second lien on collateral of sufficient value to assure repayment of the City's loan. The following may be acceptable security for the loan:

- A mortgage on land, a building and/or equipment
- Assignment of warehouse receipts for marketable merchandise stored in a satisfactory warehouse
- A lien on chattels
- Personal guarantees and the pledge of personal collateral if available
- Assignment of current receivables (accounts/notes).

Borrowers may also be required to purchase hazard insurance on tangible assets used as collateral and key man life insurance where required.

Collateral requirements will be determined by the committee in consultation with the private lender participating in the loan. To ensure adequate collateral is available, loan applications would list the value of collateral as determined by a qualified appraiser, the present mortgage balance on the collateral, if any, and the cost of the collateral less depreciation

12. Activities Completed Prior to Closing of Loan through Q-FUND: Project activities that are completed prior to the closing of the loan through the Q-FUND may be ineligible for financing. Also any lender financing or equity which is dispersed prior to loan closing may not be counted



as match. The Q-FUND Review Committee has the authority to waive these limitations at its discretion.

13. Geographic Area: The geographic area served by the fund will be within the corporate boundaries of the City as well as the one and one-half mile zoning jurisdiction surrounding the corporate city limits.
14. Demonstration of Financial Need: Applicants and participating lenders must demonstrate a financial need for Q-FUND funds. Financial need can be demonstrated by meeting one or more of the following financial need criteria:
  - a. Funds needed to “fill the gap” between estimated project cost and what lenders are willing to lend.
  - b. The estimate return of investment (ROI) exceeds the bank-determined, industry-wide standard.
  - c. The banks determined there is insufficient collateral without Q-FUND participation.
  - d. Q-FUND financing is needed to keep the firm in the community (applicant must furnish detailed incentive letters from other states and detail cost information/explanation on how Q-FUND funds equalize the costs between the city site and an out-of-state site).
15. Origination and Service Fee: An origination fee of 1.5% of the loan principal is due on the date of the loan closing while an annual service fee of 0.5% is assessed on the declining principal outstanding on the anniversary of the loan. These apply to all loans.

The table below illustrates fee revenue from a \$250,000 loan at 3% interest over a ten-year term:

Year	Origination Fee (1.5%)	Principal Balance	Servicing Fee (0.5%)
1	\$3,750	\$228,234	\$1,141
2		\$205,806	\$1,029
3		\$182,696	\$913
4		\$158,883	\$795
5		\$134,346	\$672
6		\$109,063	\$545
7		\$83,010	\$415
8		\$56,165	\$281
9		\$28,503	\$143
10		\$-0-	\$-0-
Total			\$5,934

16. Loan Call Provisions: Failure to abide by Q-FUND program guidelines, administrative guidelines, or administrative procedures can result in the calling of the QED-RFL loan at the request of the Q-FUND Committee. The Committee can call the loan due to and payable in the event of:
  - a. The transfer of substantially all the borrower’s assets to any third party;
  - b. Bankruptcy or insolvency of the borrower;
  - c. Cessation of the conduct of business on the community by the borrower for any reason, including, but not limited to, fire and other casualty;
  - d. Inability to meet the obligations for job creation/retention or sales tax generation as originally stated. These provisions are contained in a loan agreement between the borrower and the City.

17. Prevailing Wage: Loan funds are public monies and compliance with the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) of the State of Illinois may be required depending on the use of the funds. Loan funds utilized for construction and renovation may require contractors and/or subcontractors to pay all laborers, workers and mechanics no less than the “prevailing rate of wages” (hourly cash wages plus fringe benefits) for Adams County and to perform certain notice and recordkeeping duties. The borrower is responsible for determining the application of the Prevailing Wage Act to its project.
18. Pre-Application Discussions: The city can provide some assistance before submission of a Q-FUND application. If you would like our representative to contact you, you can call the Q-FUND administrator through the Department of Planning & Development at 217-228-4515 or by mail at:

Q-FUND Administrator  
City of Quincy  
Department of Planning & Development  
City Hall Annex  
706 Maine Street (3<sup>rd</sup> Floor)  
Quincy, Il 62301

## F. GRANTS

The Q-FUND Committee shall have the sole authority, under exceptional and extraordinary circumstances, to provide funding in the form of a grant, as opposed to a low-interest loan. The primary goal of any grant shall be the creation or retention of a significant number of jobs, the encouragement of substantial new investment in real estate, machinery or equipment and the creation of new methods to generate sales tax revenue.

1. Grant Opportunities: In order to preserve the integrity of the Q-FUND and to obtain the maximum benefit of the goals and objectives of the Fund, the Q-FUND committee shall give primary consideration for grants to applicants submitting acceptable projects/proposals:
  - a. That cannot otherwise obtain convention financing; or
  - b. That might be able to obtain conventional financing but may be impeded from proceeding with the project/proposal (without grant funding) by reason of terms, conditions or limitations of conventional financing; or
  - c. That show a competing source of grant funding is being offered to the applicant from outside of the Quincy region.
2. Grant Amount: The total amount of any grant or grants to a single recipient shall not exceed the sum of \$300,000. The total amount of the Q-FUND which can be distributed for grant funding in a calendar year shall not exceed \$300,000.
3. Grant Conditions: The Q-FUND Committee shall consider restrictions and limitations to the approval of any grant which shall insure the achievement of the Q-FUND goals and objectives and may include assurances for project/proposal completion, including but not limited to, the establishment of a forgivable, 0% interest loan, of which portions of the loan can be forgiven in periodic installments over an amortization period approved by the Q-FUND committee in an effort to maximize the goals and objectives of the program. Forgivable loans and/or recapture conditions may, in the discretion of the Q-FUND Committee, be further conditioned upon security or collateral similar to that required by participation loans.

## G. ASSURANCES

1. Legal Remedy for Delinquent Loans: City shall agree to pursue legal remedy to recover delinquent loans. Legal action shall include that authorized by federal and state law, including, but not limited to, efforts to collect and pursue the interest of the RLF bankruptcy court.
2. Leveraging Ratio: A minimum leveraging ratio of \$1 non-Q-FUND funds to \$1 Q-FUND funds must be obtained for each project. Q-FUND funds may not comprise more than 50% of the financing for any project.
3. Job Creation/Retention: Each loan recipients will assure that there will be one full-time job created or one full-time job retained for every \$15,000 in financial assistance.
4. Job Placement: Job creation attributed to the Q-FUND assistance shall take place within six months of the disbursement of funds.
5. Building Code and Permit Compliance: Each loan recipient's property, upon completion of any construction activities, must comply with all applicable permit and license requirements of the City of Quincy.

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 this 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.

ADOPTED:

City Clerk

APPROVED:

Mayor

Officially published in pamphlet from this        day of        , 2021.

# 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 Troup and City Council  
FROM: Chuck Bevelheimer  
DATE: July 1, 2021  
SUBJECT: Ordinance 21-22 – Annexation of Properties

On May 3, 2021, the Quincy City Council adopted Ordinance 21-22, which annexed six lots into the city. The owners of the lots had requested the annexation of the properties.

During the execution of the ordinance and the drafting of the annexation plats, it was determined that the PIN and the legal description listed in Ordinance 21-22 for 2500 North 24<sup>th</sup> Street did not match up with the PIN and the legal description identified on the City's GIS for 2500 North 24<sup>th</sup> Street. The IT department is aware of the need to update the GIS regarding this address.

As such, it is necessary for the City Council to revoke the PIN and the legal description for 2500 North 24<sup>th</sup> Street listed in Ordinance 21-22 and to adopt the accompanying ordinance with the new PIN and the new legal description for 2500 North 24<sup>th</sup> Street.

Please let me know if you have any questions  
Chuck

**ORDINANCE NO.**

**AN ORDINANCE ANNEXING CERTAIN TERRITORIES TO  
THE CITY OF QUINCY, ADAMS COUNTY, ILLINOIS**

**WHEREAS**, on May 3, 2021, the Quincy City Council adopted Ordinance 21-22; and

**WHEREAS**, Ordinance 21-22 annexed to the city of Quincy real estates, lands, and territories mentioned and described in said ordinance; and

**WHEREAS**, the incorrect legal description and PIN for 2500 North 24<sup>th</sup> Street, a territory that is not within the corporate limits of the city of Quincy but is contiguous thereto, was included in Ordinance 21-22.

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

**Section 1.** That the annexation of the following territory be revoked:

NW SEC 30 1S8W - EX .541A AND EX .459A SUB- NW 4A OF MID 12A OF W PT NW SEC 30  
Commonly known as 2500 North 24<sup>th</sup> Street  
P.I.N.: 19-0-0587-000-00

And that the annexation of the following territory be approved:

NW SEC 30 1S8W -EX NW 4A & .016A HWY- MID 12A OF W PT NW SEC 30  
Commonly known as 2500 North 24<sup>th</sup> Street  
P.I.N.: 19-0-0586-000-00

**Section 2.** That the City Clerk shall be and is hereby authorized, empowered and directed to file and have recorded in the Office of the Recorder of Deeds in and for Adams County, Illinois, a certified copy of this ordinance, together with an accurate map of the territory hereto annexed, pursuant to statute in such case made and provided.

**Section 3.** That all ordinances and resolutions and parts thereof in conflict herewith are to the extent of such conflict, hereby repealed.

**Section 4.** This ordinance shall be in force and effect from and after its passage, approval and publication as provided by law.

ADOPTED:

CITY CLERK

APPROVED:

MAYOR

Officially published in pamphlet form this            day of            , 2021

# THE CITY COUNCIL

## OFFICIAL PROCEEDINGS

### REGULAR MEETING

Quincy, Illinois, June 28, 2021

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

The following members were physically present:

Ald. Fletcher, Entrup, Bauer, Freiburg, Sassen, Rein, Mast, Awerkamp, Uzelac, Holtschlag. 10.

Absent: Ald. Bergman, Farha, Reis. 3.

Vacancy: 1.

Ald. Rein moved the absent Aldermen be excused from this meeting. Motion carried.

The minutes of the regular meeting of the City Council held June 21, 2021, were approved as printed on a motion of Ald. Entrup. Motion carried.

Legal Counsel: Corporation Counsel Lonnie Dunn.

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

#### **PETITIONS**

A revocable permit for encroachment of City Right-of-Way from Titan Wheel International, 1120 North 28th St., requesting permission to run an overhead coaxial cable across North 28th St. to allow for the installation of security cameras on a nearby parking lot. The Utilities and Engineering Director presents this request subject to two conditions.

Ald. Freiburg moved the prayer of the petition be granted. Motion carried.

A revocable permit for encroachment of City Right-of-Way from Jeff Stupavsky, owner of property located at 918 State St., requesting permission to place scaffolding on City right-of-way at 918 State St. to allow for maintenance to the exterior of the building for a period of ninety (90) days beginning June 29, 2021. The Utilities and Engineering Director presents this request subject to four conditions.

Ald. Holtschlag moved the prayer of the petition be granted. Motion carried.

#### **REPORT OF PLAN COMMISSION**

Recommending denial of a Special Permit for Planned Development to obtain a liquor license as a means to operate multiple video gaming machines at 1905 Jefferson St.

No action as petitioner withdrew his Petition.

#### **MAYOR'S APPOINTMENTS**

By Mayor Michael A. Troup, making the re-appointments of Ken Obert, Rachel Williams, Cheri Kerr, Gabe McClean, Anthony Sassen, and Jim Rinella for a three year term and the appointment of Tony Crane for a three year term to the QMEAOBA Board.

Appointments of Rocky Murray, at large member, Conlon Carabine, Quincy rental property owner, and Jeff Mays, Director of Administrative Services, Michael Seaver, Inspection Department, and Bruce Alford, Assistant City Attorney, to the Residential Rental Property Registration Ad Hoc Committee.

Ald. Uzelac moved the appointments be confirmed. Motion carried.

#### **RESOLUTION**

WHEREAS, The City of Quincy, Quincy Transit Lines, owns and operates a fleet of 16 buses; and

WHEREAS, the City of Quincy, Quincy Transit Lines, receives buses from the State of Illinois at no cost to the City; and

WHEREAS, the Quincy Transit Lines is mandated to maintain and repair these buses by the Illinois Department of Transportation; and

WHEREAS, bus 1607, a 2016 Ford Super Medium Duty bus, has Engine failure; and

WHEREAS, the warranty on the engine has expired; and

WHEREAS, O'Reilly Auto Parts and Advance Auto Supply could not source this engine; and

WHEREAS, Gem City Ford has quoted a cost of \$12,627.18 for this engine repair, now

THEREFORE BE IT RESOLVED, the Transportation Director recommends to the Mayor and City Council that Gem City Ford be allowed to complete this repair.

Marty Stegeman  
Transportation Director

Ald. Rein moved for the adoption of the resolution, seconded by Ald. Sassen, and on the roll call each of the 10 Aldermen voted yea, with 3 absent and 1 vacancy. Motion carried.

**RESOLUTION**

WHEREAS, the police department is now operating from our new facility at 530 Broadway; and  
WHEREAS, the police department has considered various options to provide adequate custodial services to keep the new Quincy Police Department headquarters building clean, sanitized, and looking new; and

WHEREAS, the police department budgeted \$30,000 for custodial services for the new facility in the fiscal year 2021-2022 budget; and

WHEREAS, the decision was made to publish a request for private entities to submit proposals to provide custodial services through the City of Quincy’s Purchasing Department with specific guidelines; and

WHEREAS, a single vendor, Thorough Commercial Cleaning, owned by Pearl Harris of Quincy, was the only vendor to submit a proposal; and

WHEREAS, Ms. Harris (DBA) Thorough Commercial Cleaning, submitted a two year contract proposal with her bid at a cost of \$27,000 per year; and

WHEREAS, Ms. Harris has passed a background check, has done an excellent job providing custodial service to QPD over the last 12 months, and is in all ways qualified to receive the Custodial Services Contract; and

THEREFORE BE IT RESOLVED, the Chief of Police, the Police Aldermanic Committee, and the Finance Committee recommend to the full City Council that the Quincy Police Department be granted authority to enter into a two year agreement with Thorough Commercial Cleaning, owned by Pearl Harris, to provide custodial services for the new Quincy Police Department at a cost of \$27,000 per year.

Robert Copley  
Chief of Police

Ald. Rein moved for the adoption of the resolution, seconded by Ald. Sassen, and on the roll call each of the 10 Aldermen voted yea, with 3 absent and 1 vacancy. Motion carried.

**ORDINANCE**

Adoption of an Ordinance entitled: An Ordinance Amending The 2021-2022 Fiscal Year Budget (General Fund: Police & Fire Commission \$5,700; Police Department \$6,000; Garbage Fund \$86,000; Recycle Fund \$40,000).

Ald. Uzelac moved the adoption of the ordinance, seconded by Ald. Sassen, and on a roll call each of the 10 Aldermen voted yea, with 3 absent and 1 vacancy.

The Chair, Mayor Michael A. Troup, declared the motion carried and the ordinance adopted.

**ORDINANCE**

Second presentation of an Ordinance entitled: An Ordinance Amending The Quincy Economic Development Loan Program.

**REPORT OF FINANCE COMMITTEE**

Quincy, Illinois, June 28, 2021

	Transfers	Expenditures	Payroll
City Hall.....		1,356.39	32,586.61
Planning & Dev .....	28,500.00		
9-1-1 .....	30,000.00		
Recycle .....	6,000.00		
Building Maintenance.....		619.33	
Comptroller .....		62.00	10,767.03
Legal Department .....		472.50	8,667.59
Commissions.....		9.69	634.60
IT Department.....		4,943.77	9,654.49
Police Department.....		5,305.75	252,083.37
Fire Department .....		6,509.29	202,257.09

Public Works.....		2,411.95	34,001.72
Engineering .....		3,480.91	19,621.73
<b>GENERAL FUND SUBTOTAL.....</b>	<b>64,500.00</b>	<b>25,171.58</b>	<b>570,274.23</b>
Planning and Devel.....		4,209.43	20,822.26
911 System.....		0.00	37,065.02
911 Surcharge Fund.....		579.95	
Traffic Signal Fund.....		1,532.17	
Econ Dev Growth Fund.....		23,555.85	
Police Dept. Grants.....		490.00	
Police Donations Fund.....		2,185.00	
Crime Lab Fund.....		330.00	
Transit Fund.....		8,148.81	64,145.98
Capital Projects Fund.....		27,503.75	
Special Capital Funds .....		273.78	
Water EPA 2019 Proj Fund.....		640,785.14	
Sewer EPA 2019 Proj Fund.....		342,000.00	
2014 G/O Note Fund .....		12,460.01	
Water Fund .....		81,373.80	82,553.80
Sewer Fund .....		26,136.28	18,175.21
Quincy Regional Airport Fund.....		69,609.51	14,410.87
Municipal Dock .....		375.00	
Regional Training Facility .....		228.00	
Garbage Fund.....		0.00	12,740.40
Recycle Fund .....		200.00	8,424.08
Central Garage .....		8,905.03	21,557.38
Self Insurance .....		5,688.44	8,280.91
Econ Dev Revolv Loan Fund .....		4,204.55	
<b>BANK 01 TOTALS .....</b>	<b>64,500.00</b>	<b>1,285,946.08</b>	<b>858,450.14</b>
Motor Fuel Tax .....		10,000.00	
2019B GO Street Proj.....		121,605.15	
<b>ALL FUNDS TOTALS.....</b>	<b>64,500.00</b>	<b>1,417,551.23</b>	<b>858,450.14</b>

Mike Farha  
 Jack Holtschlag  
 Anthony E. Sassen  
 Mike Rein  
**Finance Committee**

Ald. Sassen, seconded by Ald. Rein, moved the report be received and vouchers be issued for the various amounts and on the roll call each of 10 Aldermen voted yea, with 3 absent and 1 vacancy. Motion carried.

### MOTIONS

Ald. Freiburg moved to refer to the Traffic Commission the traffic problem at 48th & Chestnut when parents drop off and pick up their children at Rooney School causing traffic congestion. Motion carried.

Ald. Uzelac moved that during the Freedom Fest on July 3rd and 4th, participants should not park on City Lot J, on Hampshire St., Front to 2nd St., and Front St. from Vermont St. to Hampshire St. and patron parking for Native Grill and Wings and Chicks on the River restaurants be reserved with signage and have this noted on the City's Facebook page. Motion carried.

Ald. Holtschlag moved to allow a dumpster to be placed on city right-of-way at 124 N. 5th for two weeks. Motion carried.

Barry Cheyne gave an update on the progress of interviewing and selecting the next Quincy Fire Chief.

The City Council adjourned at 7:20 p.m. on a motion of Ald. Holtschlag. Motion carried.

**LAURA OAKMAN**  
 City Clerk





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## AERONAUTICS COMMITTEE MEETING AGENDA

**\*MASKS ARE REQUIRED FOR ALL PARTICIPANTS AND ATTENDEES\***

Masks will be provided for those who do not have them upon entry.

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The regular meeting of the Aeronautics Committee will be held on **Wednesday, July 7<sup>th</sup>**, at **12:00 p.m. in Council Chambers.**

1. Call to Order
2. Approval of Minutes
3. Old Business
4. Engineering Report
  - CTS Solar Project
5. Airport Director's Report
  - Enplanements
  - American Rescue Plan Grant
  - Logo
6. New Business
  - Restaurant Lease
7. Public Comment
8. Adjournment

# RESIDENTIAL RENTAL PROPERTY REGISTRATION COMMITTEE

July 7<sup>th</sup>, 2021

4.30 pm

Quincy City Council Chambers  
Quincy City Hall (1<sup>st</sup> Floor) 730 Maine St.



## AGENDA

1. Call the Meeting to Order
2. Discussion on:
  - A. Review of the Draft Rental Housing Registration Program
  - B. Availability of Rental Housing – supply, demand and condition of rental housing in Quincy.
  - C. Public-Private housing resources – what we do/don't do
  - D. What can we learn from other communities
  - E. Landlord responsibility
  - F. Tenant responsibility
  - G. Tenant Displacement
  - H. Roll Mental Health impacts the Rental Housing Community
3. New Business
  - A. Schedule Next Meeting Date
4. Public Comment
5. Adjournment

# **Quincy Preservation Commission**

Wednesday, July 7, 2021

7:30 p.m.

Quincy City Council Chambers

Quincy City Hall (1<sup>st</sup> Floor) – 730 Maine Street



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## **AGENDA**

- 1) Call the Meeting to Order**
- 2) Approve minutes of the June 2, 2021 regular meeting**
- 3) Approve minutes of the June 29, 2021 special meeting**
- 4) Old Business:**
  - a) Solar Panels in Historic Districts**
    - i) Discussion/Action on Proposed Amendments to City Code Chapter 162**
  - b) Vacancy**
- 5) New Business:**
  - a) Establish Date(s) for Presenting Landmark Plaques**
    - i) 231 East Avenue**
    - ii) 2200 York Street**
  - b) Discussion Regarding Potential Landmark Properties**
    - i) 601 Spring**
    - ii) 1550 Maine**
    - iii) Other Potential Locations**
  - c) Demolition Permit Request**
    - i) 520 Sycamore Street**
    - ii) 726 North 8th Street**
    - iii) 736 North 11th Street**
    - iv) 616 Jackson Street**
  - d) Meeting Date/Time**
  - e) Duties/Responsibilities of the Quincy Preservation Commission**
- 6) Items of Interest to the Commission**
- 7) General Public Comment (limited to three minutes)**
- 8) Adjournment**

# **BOARD OF FIRE AND POLICE COMMISSIONERS**

## **Closed Meeting**

**Date:** Thursday, July 8, 2021

**Time:** 8:15 a.m.

**Place:** Caucus Room

**Agenda:**

1. Call to Order – Attendance
2. Pending Business
3. New Business
  - a. Stakeholder’s Interview with Quincy Fire Chief candidates
4. Adjournment

# **BOARD OF FIRE AND POLICE COMMISSIONERS**

## **Closed Meeting**

**Date:** Thursday, July 8, 2021

**Time:** 1 p.m.

**Place:** Caucus Room

**Agenda:**

1. Call to Order – Attendance
2. Pending Business
3. New Business
  - a. Commissioner Interviews with Quincy Fire Chief candidates
4. Adjournment