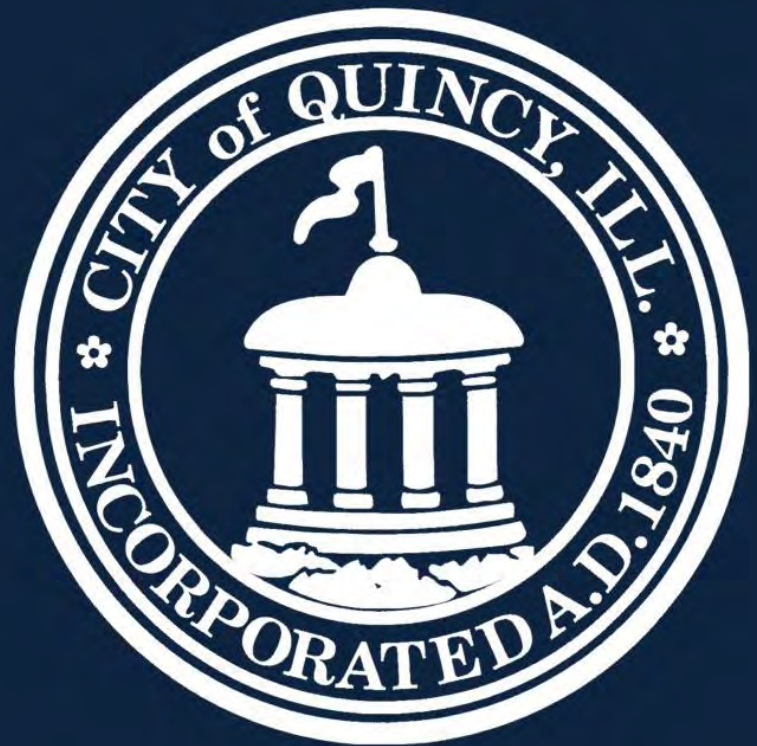


Council Meeting for December 20, 2021



CITY COUNCIL AGENDA

December 20, 2021

Final Agenda

7:00 P.M.

Note: All items presented are subject to final action.

PUBLIC FORUM

PETITION

By South Side Boat Club requesting permission to conduct a raffle and have the bond requirement waived from February 1, 2022 through January 31, 2023. The City Clerk recommends approval of the permit.

REPORTS OF THE TRAFFIC COMMISSION

- Wards 2 & 7** Recommending approval of a “Right Turn Only” for all southbound traffic at the intersection of 7th and Broadway.
- Ward 2** Recommending removal of parking on the west and east sides of North 7th Street between Broadway and Spring Street. The “No Parking” zones will begin at Broadway and extend north to the alley entrances.

REPORT OF FIRE & POLICE COMMISSION

Recommending approval of \$9,000 for the Illinois Association of Chiefs of Police to assist in conducting a police chief search for the city.

RESOLUTIONS

Resolution Approving a Sublease for the Lincoln Interpretive Center located at 128 N. 5th Street to The District.

Resolution To Support The Establishment Of A Quincy Riverfront Development Corporation (QRDC).

ORDINANCES

Adoption of an Ordinance entitled:

- Ward 7** An Ordinance Amending Title VII (Traffic Code) Of Chapter 82 (No Parking Zones) Of The Municipal Code Of The City Of Quincy Of 2015 (No Parking York St. from 6th - 7th St.).
- Ward 3** An Ordinance Amending Title VII (Traffic Code) Of Chapter 81 (Speed Limits) Of The Municipal Code Of The City Of Quincy Of 2015 (Speed Reduction on Crestview Drive).
- Ward 2** An Ordinance Amending Ordinance No. 20-01 (Amending Special Permit For Planned Development 2040 Cherry Street).

Second Presentation of an Ordinance entitled:

An Ordinance Amending Chapter 40 (Boards And Commissions) Of The Municipal Code Of The City Of Quincy (2015). (Add Washington Theater Redevelopment Commission.)

First Presentation of an Ordinance entitled:

An Ordinance Amending Ordinance 21-42, The Levying Taxes For The City Of Quincy, In The County Of Adams, And State Of Illinois, For The Fiscal Year Beginning May 1, 2021 And Ending April 30, 2022.

REPORT OF FINANCE



CITY OF QUINCY
TRAFFIC COMMISSION

December 20, 2021

Honorable Mayor Mike Troup
City Council
City of Quincy
730 Maine Street
Quincy, Illinois 62301

Dear Mayor and City Council Members,

The Traffic Commission recommends the approval of "Right Turn Only" for all southbound traffic at the intersection of 7th and Broadway.

Respectfully Submitted,

Rob Copley, Chairman
Traffic Commission



CITY OF QUINCY
TRAFFIC COMMISSION

December 20, 2021

Honorable Mayor Mike Troup
City Council
City of Quincy
730 Maine Street
Quincy, Illinois 62301

Dear Mayor and City Council Members,

The Traffic Commission recommends the removal of parking on the west and east sides of North 7th Street between Broadway and Spring Street. The “No Parking” zones will begin at Broadway and extend north to the alley entrances.

Respectfully Submitted,

Rob Copley, Chairman
Traffic Commission



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

FROM: Chuck Bevelheimer

DATE: December 16, 2021

SUBJECT: The District's Sublease for Quincy Lincoln Interpretive Center Lease 128 N. 5th Street

In 2009, the Quincy Lincoln Bicentennial Commission worked with Richard and Felicia Powell (owners of 128 North 5th Street) to develop the first floor of the building as a Lincoln Educational Interpretive Center and eventually lease the space. The Center provides visitors an additional learning experience (beyond the Washington Park Debate Site) and an opportunity to explore other connections between Lincoln and Quincy/Adams County. The City and the Powell's entered into a 50-year lease agreement for the approximately 2,000 square foot space. The Quincy Lincoln Bicentennial Commission raised \$90,000 to make a one-time lump-sum payment to the Powell's to cover all payments for the term of the lease. The Powell's, in turn, added two offices, a kitchenette, two ADA accessible bathrooms, a conference room, an interactive center, and a new awning featuring advertising for the interpretive center.

The Quincy Lincoln Bicentennial Commission, which is now known as the Lincoln Interpretative Center Advisory Board, has subleased the offices in the Interpretive Center to The District. The District pays the Powell's \$50/month and in return, staffs the Interpretative Center during the week, pays the utilities for the Center, and carries liability insurance for the contents of the office. The city has additional liability insurance to cover the Lincoln Interpretative Center and the Powell's carry liability insurance for the building.

Attached is the year-to-year sublease for The District's office in the Lincoln Interpretive Center at 128 N. 5th Street. In addition, a resolution is attached approving the sublease agreement for The District in the Lincoln Interpretive Center.

RESOLUTION APROVING SUBLEASE FOR LINCOLN INTERPRETIVE CENTER

WHEREAS, the city of Quincy has a 50-year lease with Powell Pride II, LLC for the Lincoln Interpretive Center at 128 North 5th Street; and

WHEREAS, the Lincoln Interpretive Center Advisory Board operates the Lincoln Interpretive Center at 128 N. 5th Street; and

WHEREAS, The District has been subleasing 128 N. 5th Street for its office since 2009; and

WHEREAS, The District Board and the Lincoln Interpretive Center Advisory Board have reviewed the year-to-year sublease; and

WHEREAS, President Bob Beswick has executed the sublease on behalf of The District Board.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Clerk are herby authorized to execute and attest to the sublease for 128 N. 5th Street for use as the office for The District.

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

Passed this _____ day of December, 2021.

APPROVED:

By: _____
Mayor

ATTESTED:

By: _____
City Clerk

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: December 16, 2021

SUBJECT: Establishment of the Quincy Riverfront Development Corporation

The City, County, and Park District each appointed representatives to the Riverfront Steering Committee to oversee the development of the Riverfront Master Plan, which has been adopted by the three entities.

- Quincy City Council – April 20, 2021
- Adams County Board – April 14, 2021
- Quincy Park District – May 12, 2021

The Riverfront Steering Committee has since recommended a governance structure for the future implementation of the Riverfront Master Plan. The recommended governance structure is the Quincy Riverfront Development Corporation (QRDC), which will serve as a Redevelopment Authority.

The QRDC shall direct the implementation of the Riverfront Master Plan within an 89-acre area bounded by Kentucky Street to Spring Street; 3rd Street to the Riverfront and the Maine Street Right of Way from 3rd Street to 4th Street,.

The QRDC board shall consist of nine-voting members:

- Two appointed by City of Quincy
- Two appointed by Adams County
- Two appointed by Quincy Park District
- Three At-Large members appointed by the Riverfront Steering Committee

Going forward, the at-large members shall be appointed by the QRDC as a whole.

A voting member of the QRDC Board of Directors will be allowed to serve a maximum of three consecutive full-terms (three years), with the ability to return to the board after a one-year hiatus. The initial terms of the board members will be staggered and a voting member must live in Adams County.

Attached is a resolution accepting the recommendation of the Riverfront Steering Committee to form the Quincy Riverfront Development Corporation to oversee the implementation of the Riverfront Master Plan.

CITY OF QUINCY
RESOLUTION TO SUPPORT THE ESTABLISHMENT OF A QUINCY RIVERFRONT
DEVELOPMENT CORPORATION (QRDC)

WHEREAS, the City of Quincy, Adams County, and the Quincy Park District entered into an intergovernmental agreement to facilitate the development of the Riverfront Master Plan; and

WHEREAS, the Quincy City Council adopted the Riverfront Master Plan on April 20, 2021; and

WHEREAS, the City of Quincy, Adams County, and the Quincy Park District each appointed representatives to the Riverfront Steering Committee to oversee the development of the Riverfront Master Plan; and

WHEREAS, the Riverfront Steering Committee is recommending a governance structure for the future implementation of the Riverfront Master Plan; and

WHEREAS, the recommended governance structure is the Quincy Riverfront Development Corporation (QRDC), which will serve as a Redevelopment Authority that utilizes public funding and/or private source donations; and

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

NOW, THEREFORE, BE IT HEREBY RESOLVED that the details of the recommended governance plan are as follows:

1. **Area:** The QRDC shall direct the implementation of the Riverfront Master Plan in the 89 acres of land located along the Quincy Riverfront, with the boundaries consisting of:
 - a. Kentucky Street to Spring Street
 - b. 3rd Street to the Riverfront
 - c. Maine Street Right of Way from 3rd Street to 4th Street

2. **Oversight:** The QRDC will be overseen by a nine-member Board of Directors.
 - a. Two QRDC Directors shall be selected by the City of Quincy.
 - i. No more than one director selected by the City of Quincy can be an elected member of the Quincy City Council.
 - ii. The City of Quincy would retain the right to fill these two seats.
 - b. Two QRDC Directors shall be selected by Adams County.
 - i. No more than one director selected by Adams County can be an elected member of the Adams County Board.
 - ii. Adams County would retain the right to fill these two seats.
 - c. Two QRDC Directors shall be selected by the Quincy Park District.
 - i. No more than one director selected by the Quincy Park District can be an elected member of the Quincy Park Board.
 - ii. The Quincy Park District would retain the right to fill these two seats.

- d. Three QRDC Directors will be selected At-Large.
 - i. The three initial at-large directors will be selected by the Riverfront Steering Committee.
 - ii. After the selection of the three initial at-large directors, all future at-large directors will be selected by the QRDC Board of Directors in accordance with the bylaws for the QRDC.
- e. A member of the QRDC Board of Directors other than the honorary members must reside in Adams County.
- f. The QRDC Board of Directors may appoint up to four “honorary” members.
 - i. The honorary members must hold state or federal elected office.
 - ii. The honorary members would be ex-officio/non-voting.
- g. A full term on the QRDC Board of Directors will be three years.
- h. The initial terms of the QRDC Board of Directors will be staggered.
- i. A member of the QRDC Board of Directors may serve a maximum of three consecutive full terms and shall be absent from the Board a minimum of one year for reappointment.

AND THEREFORE, BE IT FURTHER RESOLVED that the Quincy City Council accepts the recommendation of the Riverfront Steering Committee to form a Quincy Riverfront Development Corporation to oversee the implementation of the Riverfront Master Plan.

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

Adopted this _____ day of _____, 2022.

City Clerk

Approved this _____ day of _____, 2022.

Mayor

RIVERFRONT GOVERNANCE AREA LIMITS
OPTION 1
±89 ACRES

5TH STREET

WASHINGTON PARK

DR. EELLS HOUSE

4TH STREET

QUINCY HISTORY MUSEUM

FUTURE ROUNDABOUT

3RD STREET

BROADWAY

VERMONT STREET

2ND STREET

HAMPSHIRE STREET

MAINE STREET

JERSEY STREET

YORK STREET

KENTUCKY STREET

MAIDEN LANE

STATE STREET

VILLA KATHRINE

FRONT STREET



ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE VII (TRAFFIC CODE)
OF CHAPTER 82 (NO PARKING ZONES) OF THE
MUNICIPAL CODE OF THE CITY OF QUINCY OF 2015.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF QUINCY, IN ADAMS COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. That Title VII, Chapter 82, Schedule VIII, of the Municipal Code of the City of Quincy of 2015 be and hereby is amended adding thereto, the following:

The first "No Parking" zone will begin at the center of 6th Street and commence east a distance of one hundred thirty (130) feet. A second "No Parking" zone will begin two hundred seventy-five feet (275) east of the center of 6th Street and extend east a distance of seventy-five (75) feet.

Section 2. 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 3. This ordinance shall be in full force and effect immediately 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.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE VII (TRAFFIC CODE)
OF CHAPTER 81 (SPEED LIMITS) OF THE
MUNICIPAL CODE OF THE CITY OF QUINCY OF 2015.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF QUINCY, IN ADAMS COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. That Section Title VII, Chapter 81, Schedule II(D), of the Municipal Code of the City of Quincy of 2015 be and hereby is amended as follows:

The speed limit on Crestview Drive is hereby lowered to 25 mph

Section 2. 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 3. This ordinance shall be in full force and effect immediately 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.

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO. 20-01 (AMENDING SPECIAL PERMIT FOR PLANNED DEVELOPMENT)

WHEREAS, pursuant to Chapter 162 of the Municipal Code of the City of Quincy of 2015, the City issued a Special Permit for Planned Development to Benjamin Hickman and Kyle Terstriep, GEODE1, LLC, in January 2020, for a property commonly known as 2040 Cherry Street; and,

WHEREAS, the Special Permit for Planned Development was approved with one condition: that the allowed use of the property be 13 apartments (living units) and four event spaces; and,

WHEREAS, in connection with the issuance of the Special Permit for Planned Development, the City also approved the Conceptual Plan, the Preliminary Plat and the Final Plat, all in accordance with the Ordinances as provided; and,

WHEREAS, all requirements of Chapter 162 (Zoning Regulations) of the Municipal Code of the City of Quincy of 2015 have otherwise been complied with.

NOW, THEREFORE, pursuant to Chapter 162 of the Municipal Code of the City of Quincy of 2015, be it ordained by the Mayor and City Council for the City of Quincy, Adams County, Illinois, that Ordinance 20-01 be hereby amended as follows:

1. That the allowed use of the property be amended from “13 apartments (living units) and four event spaces” to “for residential use only, with the exception of the gymnasium, which can be rented for recreational use only. The gymnasium cannot be rented for commercial use without amending this Special Permit for Planned Development.”

ADOPTED:

CITY CLERK

APPROVED:

MAYOR

Officially published in pamphlet form 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: December 1, 2021
SUBJECT: Ordinance Amending Chapter 40 (Boards & Commissions) to restore the Washington Theater Redevelopment Commission

In 2015, as the city was editing the Municipal Code, then-City Clerk Jenny Hayden asked if I was aware of the “Business District Development and Redevelopment Commission.” I reviewed the language related to the Business District Development and Redevelopment Commission:

1. To formulate plans for the development and redevelopment of a business district;
2. To make recommendations to the city council for land acquisition and use of eminent domain;
3. To make recommendations for applications for any grant or loan from the federal or State government for use of a business district development or redevelopment;
4. To make recommendations concerning the acquisition of funds for use of a business district development or redevelopment, including the issuance of obligation or revenue bonds by the city;
5. To make recommendations concerning agreements with the public or private agencies or persons in connecting with the development or redevelopment of a business district.

I told Jenny that I was not aware of this commission, based on its description, so it was removed from the Municipal Code.

I subsequently learned that the “Business District Development and Redevelopment Commission” was the “Washington Theater Redevelopment Commission.” As the Washington Theater Redevelopment Commission is an active City Commission, I have drafted an ordinance to amend Chapter 40 (Boards & Commissions) to restore it. The amendment clearly states that this action pertains to the Washington Theater Redevelopment Commission.

Attached is the ordinance amending Chapter 40 (Boards & Commissions) of the Municipal Code of Quincy.

Any questions, let me know.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 40 (BOARDS AND COMMISSIONS) OF THE MUNICIPAL CODE OF THE CITY OF QUINCY (2015)

WHEREAS, the City of Quincy established a Washington Theater Redevelopment Commission in 2003 to support the redevelopment of the historic Washington Theater; and

WHEREAS, in the adoption review process of the 2015 City Municipal Code the Washington Theater Redevelopment Commission was inadvertently not included in the new Code; and

WHEREAS, the Washington Theater Redevelopment Commission has met monthly and sought grants to replace the Theater roof, façade, address structural integrity of the stage and tucked exterior areas of the building; and

WHEREAS, The Commission has prepared a Business Feasibility Study for the Washington Theater which concluded the Theater could serve a mid week entertainment void in the Quincy regional market; and

WHEREAS, the Washington Theater has three rental spaces in addition to the auditorium in which two are currently leased and generating income to offset the Theater's operating expenses; and

WHEREAS, the city of Quincy is a home rule unit of local government pursuant to the provision of Section 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 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 Chapter 11(Boards and Commissions) of the Municipal Code of Quincy (2015) is hereby amended to include and adopt the following:

"WASHINGTON THEATER REDEVELOPMENT COMMISSION"

40.400 CREATION

There is hereby created and established a commission which shall be known as the Washington Theater Redevelopment Commission, referred to in this article as the "commission."

40.401 MEMBERSHIP

The commission hereby created shall consist of fourteen (14) voting members to be appointed by the Mayor, with the advice and consent of the City Council. Of the fourteen, one (1) member shall be a member of the City Council. Additionally, one (1) member shall be a Department of Planning and Development Staff ex-officio non-voting member, for a total of fifteen (15) members. All commission members shall be appointed for terms of two (2) years or until their successors are duly appointed and qualified; provided, however, that of the initial members,

seven (7) shall be appointed for three (3) years, and seven (7) for two (2) years. Commission members shall serve without compensation, except, however, they shall be entitled to reimbursement for actual out-of-pocket expenditures incurred in connection with the duly authorized business of the commission. This provision shall not be construed to prevent members of the City Council from receiving their usual compensations as such. The membership shall elect one (1) member to be the chairman and one (1) member to be the secretary of the commission. The chairman shall select a vice chair. These executive board members shall each serve 2 year terms with elections held biannually thereafter.

40.402 POWERS AND DUTIES

The commission shall have the power and duty to make recommendation to the City Council in the following areas:

- (A) To formulate plans for the development and redevelopment of the Washington Theater;
- (B) To make recommendations to the City Council for land acquisition, including the use of eminent domain;
- (C) To make recommendations for application for any grant or loan from the United States Government or State of Illinois for the Washington Theater redevelopment;
- (D) To make recommendations concerning the acquisition of funds for the Washington Theater redevelopment, including the issuance of obligation or revenue bonds by the city;
- (E) To make recommendations concerning agreements with public or private agencies or persons in connection with the Washington Theater development or redevelopment.
- (F) Using privately donated funds, to conduct studies and draft plans for the redevelopment of the Washington Theater, which shall be submitted to the City Council for its consideration.
- (G) To incur debts and obligations on behalf of the City of Quincy only upon prior approval by the Quincy City Council.
- (H) To oversee and implement funding for the restoration and appropriate redevelopment of the Washington Theater complex and to review and make recommendations to the City Council regarding the management of the property.

40.403 FINANCES

The City Council may appropriate money in its budget or by special appropriation where proper, for the use of the commission in its work. The commission shall keep an accurate account of all receipts and disbursements, and shall give a financial report semi-annually to the City Council.

40.404 ACTIONS AND RECOMMENDATIONS

The City Council shall act promptly on all recommendations of the commission. When a recommendation is accepted by the Council, the Council may by resolution designate the commission to act as its agent in carrying out the recommendation.

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: That nothing in this Ordinance or in the *Codes* hereby adopted and incorporated by reference 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 12. 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

Published in pamphlet form this day of , 20____.

M:chuck/ordinance/Washington Theater Commission Ord 9-29-21

repealed in 2015

ARTICLE XIII BUSINESS DISTRICT DEVELOPMENT
AND REDEVELOPMENT COMMISSION

Section 11.1301 Creation --- There is hereby created and established a commission which shall be known as the Business District Development and Redevelopment Commission, referred to in this article as the "commission".

11.1302 Membership --- The commission hereby created shall consist of five (5) members to be appointed by the Mayor, with the advice and consent of the city council. Two (2) members shall be members of the city council, one (1) from each of the two (2) political parties which are in the majority on the city council. The other three (3) members shall be persons who are citizens of the city of Quincy. All commission members shall be appointed for terms of two (2) years and until their successors are appointed. Commission members shall serve without compensation, except, however, they shall be entitled to reimbursement for actual out-of-pocket expenditures incurred in connection with the duly authorized business of the commission. This provision shall not be construed to prevent members of the city council from receiving their usual compensation as such. The Mayor shall designate one (1) member to be the chairman of the commission.

11.1303 Bonds --- Such members and employees of the commission charged with the handling of money shall execute bonds running to the city of Quincy in such penal amounts, respectively, as may from time to time be fixed by the commission. The city council may further require bonds to be entered into by any member or employee. Except for those members or employees who handle money, a bond shall not necessarily be required. All bonds furnished pursuant to this section, shall be secured by corporate surety companies acceptable to the city council and shall be filed with the city clerk. The premiums on all such bonds shall be paid from the funds of the commission.

11.1304 Powers and duties --- The commission shall have the power and duty to make recommendations to the city council in the following areas:

- (1) To formulate plans for the development and redevelopment of a business district;
- (2) To make recommendations to the city council for land acquisition, including the use of eminent domain;
- (3) To make recommendations for application for any grant or loan from the United States Government or State of Illinois for use of a business district development or redevelopment;
- (4) To make recommendations concerning the acquisition of funds for use of a business district development or redevelopment, including the issuance of obligation or revenue bonds by the city;
- (5) To make recommendations concerning agreements with public or private agencies or persons in connection with the development or redevelopment of a business district.

11.1305 Finances --- The city council may appropriate money in its budget, or by special appropriation where proper, for the use of the

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

ADOPTED: July 7, 2003

JENNY HAYDEN
City Clerk

APPROVED: July 8, 2003

CHARLES W. SCHOLZ
Mayor

Officially published in pamphlet form this 10th day of July, 2003.

ORDINANCE NO.

**AN ORDINANCE Amending Ordinance 21-42,
the LEVYING TAXES FOR THE CITY OF QUINCY,
IN THE COUNTY OF ADAMS, AND STATE OF ILLINOIS,
FOR THE FISCAL YEAR BEGINNING MAY 1, 2021 AND ENDING APRIL 30, 2022,**

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, the Corporate Authorities of the City of Quincy, pursuant to Ordinance No. 21-21, did, on April 19, 2021, that date being before the beginning of the fiscal year commencing on May 1, 2021, and ending on April 30, 2022, adopt the annual budget for the City of Quincy for such fiscal year; and,

WHEREAS, pursuant to Section 8-2-9.4 of the Illinois Municipal Code (65 ILCS 5/8-2-9.4), such passage of the annual budget by the Corporate authorities shall be in lieu of the annual appropriation ordinance otherwise required by the Illinois Municipal Code; and,

WHEREAS, the Corporate Authorities find that the needs of the City are served by levying upon all property subject to taxation within the City, as that property is assessed and equalized for state and county purposes for the 2021 tax levy year, the respective amounts set forth in this Ordinance, which such amounts are deemed necessary to defray the related expenses and liabilities for all such corporate purposes of the City as have been appropriated for such purposes in the annual budget; and,

WHEREAS, the requirement of Section 18-70 of the Truth in Taxation Law (35ILCS 200/18-70) for a public hearing and for the required notice for such public hearing, pursuant to the terms thereof, do not apply to the 2021 tax levy because said levy is 3.6% more than the prior year's final aggregate levy extensions, plus any amount abated.

NOW, THEREFORE, BE IT ORDAINED by the Corporate Authorities of the City of Quincy, in Adams County, Illinois, as follows:

SECTION 1.

The total amount of appropriations for all Corporate Purposes, which are legally made to be collected from the property tax levy of the current fiscal year of the City of Quincy, is hereby ascertained to be the sum of Seven million, six hundred eighty-two thousand, three hundred nineteen dollars (\$7,682,319).

The sum of \$7,682,319 being the total amount of appropriations heretofore legally made which are to be collected from the tax levy of the current fiscal year of the City of Quincy for all corporate purposes of said City is hereby levied upon all taxable property subject to taxation for the current year.

The specific amounts as levied for the various purposes heretofore named are set forth in the right hand column hereinafter in this Ordinance contained, under the designation "To Be Raised by Tax Levy"; said Taxes being levied in the current fiscal year beginning May 1, 2021 and ending April 30, 2022, and for the budgeted expenditures heretofore made for said current fiscal year which are to be collected from said tax levy, the total amount of which has been ascertained as aforesaid, for the objects and purposes as follows:

GENERAL CORPORATE PURPOSES

	General Fund:	Total Budgeted Amount	To Be Raised by Tax Levy
1.	Salaries & Benefits (excludes fire/police	18,977,973	0
2.	Contractual Services	3,654,673	0
3.	Commodities	947,150	0
4.	Capital Outlay	307,378	0
5.	Miscellaneous	51,242	0
6.	Debt Service	89,338	0
7.	Transfers	7,697,510	0
8.	Capital Projects Fund 301	3,756,076	40,000
	Total For General Corporate Purposes	35,481,340	40,000

SUMMARY

	TOTAL BUDGETED AMOUNT	TO BE RAISED FROM OTHER SOURCES	TO BE RAISED BY TAX LEVY
<u>GENERAL CORPORATE FUND</u>	\$35,481,340	\$35,441,340	\$ 40,000
<u>FIREMEN'S PENSION FUND</u>			
For State Mandated Pension Requirements	\$ 4,237,165	\$ 1,591,489	\$2,645,676
<u>POLICEMEN'S PENSION FUND</u>			
For State Mandated Pension Requirements	\$ 3,798,349	\$ 1,310,808	\$2,487,541
<u>QUINCY PUBLIC LIBRARY</u>			
Appropriated for the foregoing expenses of the Quincy Public Library from the proceeds of a special tax and anticipated tax replacement in accordance with the provisions of the Illinois Municipal Code, the Illinois Library Act, and the City's Home Rule Authority and as subsequently Amended, and in accordance with the provisions of all laws thereunto enabling said tax and anticipated tax replacement being in addition to all other taxes.	\$1,774,465	\$ 1,042,413	\$ 732,052

SECTION 2. That the unexpended balance, if any, of the foregoing budgeted expenditures for the fiscal year, remaining at the close of this fiscal year, and also the excess receipts, if any, in the collection of the tax levy of this fiscal year not belonging to any special fund over the estimated thereof, and all unbudgeted receipts of this fiscal year not derived or belonging to any special fund, are hereby budgeted to the General Fund.

SECTION 3. BUDGETED EXPENDITURES FOR SPECIAL PURPOSES TO BE DERIVED FROM SPECIAL TAXES IN ADDITION TO THE TAX FOR GENERAL CORPORATE PURPOSES.

That for the current fiscal year, in addition to the foregoing, the following sums to be collected from the tax levy of this year, or so much thereof as may be authorized by law, be and the same are budgeted for special corporate purposes of the City of Quincy, to-wit: for the payment of principal and interest coming due on bonds; as hereinafter specified.

	TOTAL BUDGETED AMOUNT	TO BE RAISED FROM OTHER SOURCES	TO BE RAISED BY TAX LEVY
<u>FOR DEBT RETIREMENT</u>			
GOCP Bond Series 2009B as authorized by Ord. 09-26 adopted and approved September 9, 2009, to be totally abated.	\$ 192,400	\$ 192,400	\$ 0
GO Refunding Bond Series 2017 as authorized by Ord. 17-7 adopted and approved February 7, 2017.	\$ 652,050	\$ 0	\$ 652,050
GO Bond Series 2019A as authorized by Ord. 19-23 adopted and approved August 26, 2019.	\$ 440,000	\$ 0	\$ 440,000
GO Bond Series 2019B as authorized by Ord. 19-23 adopted and approved August 26, 2019.	\$ 685,000	\$ 0	\$ 685,000

RECAPITULATION

Recapitulation of Tax Levy for the fiscal year of said City of Quincy, beginning May 1, 2021, and ending April 30, 2022, showing the grand totals of taxes to be levied as follows:

	TO BE RAISED BY TAXATION
For General Corporate Purposes	\$ 40,000
For Debt Retirement Principal & Interest:	
2009B GOCP Bonds, Ord. 09-26	\$ -0-
2017 GO Refunding Bonds, Ord. 17-7	\$ 652,050
2019A GO Refunding Bonds, Ord. 19-23	\$ 440,000
2019B GO Bonds, Ord. 17-7	\$ 685,000
For Pension Fund of the Fire Dept.	\$2,645,676
For Pension Fund of the Police Dept.	\$2,487,541
For Quincy Public Library	\$ 732,052
TOTAL	\$7,682,319

SECTION: 4. That the City Clerk is hereby authorized and directed to file (on or before the last Tuesday of December 2021) with the County Clerk of Adams County, Illinois, a certified copy of this Ordinance and that the amount levied by Section 1 of this Ordinance is required by said City of Quincy to be levied by taxation as

aforesaid and extended upon the budgeted tax books for the fiscal year of said City of Quincy beginning May 1, 2021 and ending April 30, 2022.

SECTION 5. 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 6. This Ordinance shall be in full force and effect immediately on and after its passage and approval.

ADOPTED:

LAURA OAKMAN
City Clerk

APPROVED:

MICHAEL A. TROUP
Mayor

Officially published in pamphlet form this _____ day of _____.

THE CITY COUNCIL

OFFICIAL PROCEEDINGS

REGULAR MEETING

Quincy, Illinois, December 13, 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, Bergman, Bauer, Mays, Freiburg, Sassen, Rein, Reis, Awerkamp, Uzelac, Holtschlag. 12.

Absent: Ald. Farha, Mast. 2.

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

The minutes of the regular meeting of the City Council held December 6, 2021, were approved as printed on a motion of Ald. Entrup. Motion carried.

Legal Counsel: Corporation Counsel Lonnie Dunn.

Ald. Bauer moved the City Council sit as a Town Board. Motion carried.

TOWN BUSINESS

The City Clerk and Ex-Officio Town Clerk presented and read the following:

Registered Request to Speak

The Township Ex-Officio Mayor asked if there is anyone present to speak.

There were none present.

Report Of The Quincy Township Supervisor For General Assistance For The Month Of November, 2021 Report Of The Quincy Township Supervisor For General Assistance For The Month Of November, 2021.

DISBURSEMENTS

Relief orders were issued
to 14 cases containing 14
individuals at an average
grant per case of \$325.00 \$ 4,550.00

CASH ACCOUNT

Balance November 1, 2021
GA Checking \$ 1,563.02
GA Money Market 75,394.25
Interest 6.20
Total \$ 76,963.47
Obligations paid during
the month \$ (4,752.63)

Balance November 30, 2021 \$ 72,210.84

Cindy Brink
Supervisor Quincy Township

We the undersigned auditing committee to which were referred the above bills respectfully report it has examined same and recommend their payment.

Dave Bauer, Chairman
Jeff Bergman
Ben Uzelac

Ald. Bauer, seconded by Ald. Uzelac, moved the report be received and vouchers be issued for the payment of disbursements and administrative bills for the various amounts, and on the roll call each of the 12 Aldermen voted yea,

with 2 absent. Motion carried.

**Report of the Town of Quincy Auditing Committee
Bill Payments for All Vendors
December 2021**

<u>Vendor</u>	<u>Amount</u>
Adams	385.04
Alarm Systems	47.50
Ameren Illinois	182.08
Chris Stegner	438.00
CIAO Dues Assessor	50.00
City of Quincy Self Insurance	42.63
Digital Copy Systems	37.05
Illinois School Supply Assessor	509.21
Illinois School Supply Supervisor	182.50
Josh Ayres	50.00
Kirk Rodemich Field work	2,780.00
Marco Assessor	41.50
O'Donnell's	56.00
Pictometry (Assessor CAMA system final payment	67,500.00
Salisbury and Associates Inc.	758.34
Total	<u>\$73,059.85</u>

Committee:
Dave Bauer, Chairman
Jeff Bergman
Ben Uzelac

Ald. Bauer, seconded by Ald. Uzelac, moved the reports be received and vouchers be issued for the various amounts, and on the roll call each of the 12 Aldermen voted yea, with 2 absent. Motion carried.

Trustee Comments

There were no comments.

The meeting resumed its sitting as a City Council on motion of Ald. Bauer.

PUBLIC FORUM

Louise Seaver, 1707 N. 12th, made a suggestion to somehow contact those affected by the recent tornados and offer to have them relocate to Quincy.

PETITIONS

By Steven Mock, on behalf of Quincy-Cullinan, LLC, requesting a subdivision (dividing one lot into two) for property commonly known as 3237-3424 Quincy Mall under the small tracts provision of the subdivision ordinance, presently zoned C3.

Ald. Freiburg moved the petition be received and referred to the Plan Commission for study and to report back. Motion carried.

By Houndstooth Holdings LLC requesting a Special Permit for Planned Development to obtain a liquor license as a means to serve alcohol and operate video gaming machines at 2634-2638 Broadway Street, presently zoned C1B.

Ald. Sassen moved the petition be received and referred to the Plan Commission for study and to report back. Motion carried.

By the Alibi Bar requesting a Special Permit to operate as a night club with hours of operation as permitted by ordinance at 500 York Street, presently zoned D2.

Ald. Holtschlag moved the petition be received and referred to the Plan Commission for study and to report back. Motion carried.

An application for Revocable Permit for Encroachment of City Right-of-Way from Ilija Cucuk, owner of Tiramisu Restaurant located at 131 North 4th St. requesting permission to attach a temporary vestibule to the exterior of the

building during the winter months. The enclosure will encroach on the City-owned sidewalk. The Director of Utilities and Engineering presents this request subject to six conditions.

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

An application for Revocable Permit for Encroachment of City right-of-way from Rob Gengenbacher, owner of Glass One requesting permission to install an overhead sign on property located at 600 Jersey Street. The Director of Utilities and Engineering presents this request subject to four conditions.

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

REPORT OF THE FIRE AND POLICE COMMISSIONERS

Reappointment of Chief Copley as Chief of the Quincy Police Department for a three-year term pursuant to Section 9.002(2) of the Municipal Code.

Ald. Rein moved the reappointment be confirmed. Motion carried.

POLICE CHIEF RESIGNATION

Chief Copley read a letter of resignation to the city council.

Ald. Rein moved to receive and file the letter. Motion carried.

RESOLUTION

WHEREAS, City of Quincy offers recognition for incremental years or service during an employee's employment and at retirement; and,

WHEREAS, anniversaries are recognized at 1, 5, 10, 15, 20, 25, and 30 + (and any additional increments of 5 years). Gift certificates from a local organization for these amounts would be \$10 for year 1, \$25 for year 5, \$50 for year 10, and the amount will increase by \$25 increments for each additional 5 year mark; and,

WHEREAS, for 5 years of service anniversaries and above the Mayor will recognize the employee for their service and ask if the employee would like to be recognized at an upcoming City Council Meeting; and,

WHEREAS, as of January 1, 2022, either of the qualifications below must be met to be considered a retiree of the City and eligible for the retiree life insurance policy:

- 10 years of service with the City of Quincy (resigning/retiring in good standing with a 2-week notice), eligible for IMRF pension and at least 55 years of age;
- 20 years of service with the City of Quincy (resigning/retiring in good standing with a 2-week notice), eligible for a Police or Fire pension and at least 50 years of age; and,

WHEREAS, retirements are recognized at a minimum of 10 continuous years with the City. A retirement gift certificate from a local organization along with a letter from the Mayor along with a letter thanking the employee for their service and ask if the employee would like to be recognized at an upcoming City Council Meeting; and,

WHEREAS, 10-19 years of service at retirement will receive a \$100 gift certificate, 20-24 years a \$150 gift certificate, 25-29 a \$200 gift certificate, and 30+ years a \$250 gift certificate; now,

THEREFORE BE IT RESOLVED, that the Mayor's office and the Human Resource Department recommend that the Anniversary and Retirement criteria as outlined to be enacted to commence service to our employees and retirees.

Ald. Uzelac moved for the adoption of the resolution, seconded by Ald. Holtschlag, and on a roll call each of the 12 Aldermen voted ye, with 2 absent. Motion carried.

RESOLUTION

WHEREAS, the City of Quincy is the owner and operator of the Quincy Regional Airport; and

WHEREAS, the American Rescue Plan Act of 2021 (ARPA), signed into law March 11, 2021, includes \$8 billion in funds to be awarded as economic relief to eligible U.S. airports affected by the COVID-19 pandemic; and

WHEREAS, the Quincy Regional Airport has been awarded \$1,049,449 under ARPA for direct airport relief; and

WHEREAS, the City of Quincy wishes to enter into an agreement with the Federal Aviation Administration to accept and execute a grant for said funds; and

WHEREAS, the funds will be used to cover operating and payroll expenses; and

WHEREAS, the funds will be dispersed to the City on a reimbursement basis; and

WHEREAS, this grant is 100% funded by ARPA and requires no local match; now

THEREFORE, BE IT RESOLVED, the Aeronautics Committee, the Comptroller, and the Airport Director recommend to the Mayor and City Council authorization to accept and execute the Quincy Regional Airport's ARPA grant and all other agreements and documentation required for its administration.

Sandra Shore
Airport Director

Ald. Bauer moved for the adoption of the resolution, seconded by Ald. Entrup, and on a roll call each of the 12 Aldermen voted yea, with 2 absent. Motion carried.

RESOLUTION

WHEREAS, the City of Quincy is the owner and operator of the Quincy Regional Airport; and
WHEREAS, Federal Aviation Administration Part 139 safety regulation requires the airport to maintain an active Wildlife Hazard Management Plan to mitigate and deter wildlife that may threaten the safety of aircraft; and
WHEREAS, the City of Quincy wishes to enter into an agreement with the United States Department of Agriculture to provide continual wildlife assessment, active control, permit management, and annual training required by the FAA; and
WHEREAS, the agreement would waive the airport's need to do a Wildlife Hazard Assessment every five years; and
WHEREAS, USDA performs these same services at several airports across the state and has become standard in the FAA Great Lakes Region; and
WHEREAS, a continuing monitoring agreement was recommended during the airport's annual FAA Part 139 safety inspection; and
WHEREAS, the term of the agreement is one year; and
WHEREAS, the total cost of the agreement is \$15,500; and
WHEREAS, the contract cost is fully reimbursable through COVID relief funds; and
WHEREAS, the Aeronautics Committee and the Airport Director are requesting to waive the normal bidding requirements of Section 44.045 of the City Code of the City of Quincy and approve the agreement with USDA; now
THEREFORE, BE IT RESOLVED, the Aeronautics Committee and the Airport Director recommend to the Mayor and City Council authorization to accept and execute a cooperative services agreement with the USDA to provide wildlife management.

Sandra Shore
Airport Director

Ald. Bauer moved for the adoption of the resolution, seconded by Ald. Entrup, and on a roll call each of the 12 Aldermen voted yea, with 2 absent. Motion carried.

RESOLUTION

WHEREAS, the City of Quincy is the owner and operator of the Quincy Regional Airport; and,
WHEREAS, one of the airport's largest operating expenditures is electricity; and
WHEREAS, the City of Quincy selected Veregy through a request for qualifications and entered into an agreement for energy consultation services with the company in December of 2020; and
WHEREAS, Veregy identified the airport as an optimal location for a solar array and applied for Solar Renewable Energy Credits on behalf of the airport; and
WHEREAS, the project was awarded said credits in July 2021; and
WHEREAS, self-generated solar power would greatly reduce the airport's utility costs and decrease its General Fund subsidy a guaranteed \$37,480 in the first year; and
WHEREAS, the City of Quincy wishes to enter into an agreement with Veregy to design, build, and maintain the solar array at the airport; and,
WHEREAS, the proposed contract does not allow for change orders; and
WHEREAS, the total contract cost will be \$1,427,744; and
WHEREAS, the proposed agreement with Balance Solar would cover \$214,162 of the total cost; and
WHEREAS, Illinois SREC incentives of \$372,394 would be paid to the City over the first five (years) and placed in the Capital Fund; and
WHEREAS, the total net cost to the city will be \$841,188; and,
WHEREAS, Veregy guarantees, in this contract, the City will save the total net cost in the first 16 years; and
WHEREAS, the projected savings to the general fund over the warrantied 30 year period is \$2,117,688
WHEREAS, the annual savings will be monitored and reported to City Council; and
WHEREAS, the development is proposed to be paid with capital funds; now
THEREFORE, BE IT RESOLVED, the Aeronautics Committee and the Airport Director recommend that the Mayor and the City Clerk be authorized and directed to execute and attest this contract with Veregy to design and construct a solar array at Quincy Regional Airport.

Sandra Shore
Airport Director

Ald. Bauer moved for the adoption of the resolution, seconded by Ald. Entrup, and on a roll call each of the 12 Aldermen voted yea, with 2 absent. Motion carried.

RESOLUTION

WHEREAS, the City of Quincy is the owner and operator of the Quincy Regional Airport; and,
WHEREAS, a solar array will be developed at the airport; and
WHEREAS, the State of Illinois offers green energy tax incentives for owners of solar arrays; and
WHEREAS, as a nontaxed entity the City cannot receive said incentives; and
WHEREAS, Balance Solar is a private investment firm that invests in solar projects to utilize these incentives; and
WHEREAS, Balance Solar will pay 15% of the project costs to own the array for the first six years; and
WHEREAS, during the term Balance Solar will pay all maintenance and insurance costs; and
WHEREAS, Balance Solar will donate the system to the City at the end of the six year term at no cost to the City; and
WHEREAS, the City of Quincy wishes to enter into an agreement with Balance Solar to own and maintain the solar array at the airport; now,

THEREFORE, BE IT RESOLVED, the Aeronautics Committee and the Airport Director recommend that the Mayor and City Clerk be authorized and directed to execute and attest this contract with Balance Solar to own, maintain, and insure the proposed solar array at Quincy Regional Airport for a term of six years.

Sandra Shore
Airport Director

Ald. Bauer moved for the adoption of the resolution, seconded by Ald. Entrup, and on a roll call each of the 12 Aldermen voted yea, with 2 absent. Motion carried.

ORDINANCE

Second presentation of an Ordinance entitled: An Ordinance Amending Title VII (Traffic Code) Of Chapter 82 (No Parking Zones) Of The Municipal Code Of The City Of Quincy Of 2015 (No Parking York St. from 6th - 7th St.).

ORDINANCE

Second presentation of an Ordinance entitled: An Ordinance Amending Title VII (Traffic Code) Of Chapter 81 (Speed Limits) Of The Municipal Code Of The City Of Quincy Of 2015 (Speed Reduction on Crestview Drive).

ORDINANCE

Second presentation of an Ordinance entitled: An Ordinance Amending Ordinance No. 20-01 (Amending Special Permit For Planned Development 2040 Cherry Street).

ORDINANCE

First presentation of an Ordinance entitled: An Ordinance Amending Chapter 40 (Boards And Commissions) Of The Municipal Code Of The City Of Quincy (2015). (Add Washington Theater Redevelopment Commission.)

REPORT OF FINANCE COMMITTEE

Quincy, Illinois, December 13, 2021

	Transfers	Expenditures	Payroll
City Hall.....		6,241.19	33,218.11
Planning & Dev	20,500.00		
9-1-1.....	20,000.00		
Transit	97,000.00		
Building Maintenance.....		1,137.59	
Comptroller		235.16	11,005.58
Legal Department		70.33	8,905.92
Commissions.....		0.00	634.60
IT Department.....		1,869.97	8,948.04
Police Department.....		33,879.29	290,551.28
Fire Department		62,468.37	187,544.99
Public Works.....		70,849.53	39,537.99
Engineering		23,726.16	19,755.58

Tax Distribution/Subsidies		82,810.87	
GENERAL FUND SUBTOTAL.....	137,500.00	283,288.46	600,102.09
Planning and Devel.....		581.71	21,745.75
911 System.....		0.00	39,171.23
911 Surcharge Fund.....		1,196.95	
Traffic Signal Fund.....		82.48	
Econ Dev Growth Fund.....		6,027.00	
Transit Fund.....		835.87	89,854.20
Capital Projects Fund.....		5,108.83	
Special Capital Funds		415.68	
Water EPA 2019 Proj Fund.....		279,648.86	
Sewer EPA 2019 Proj Fund.....		266,970.61	
Water Fund		87,490.33	97,229.08
Sewer Fund		17,121.25	16,388.07
Quincy Regional Airport Fund.....		6,766.02	17,018.16
Airport P.F.C. Fund		282.80	
Regional Training Facility		69.80	
Garbage Fund.....		19,180.13	12,653.98
To: Recycle Fund	24,500.00		
Recycle Fund		11.06	8,902.59
Central Garage		15,431.98	21,331.45
Self Insurance		10,370.08	16,356.14
Health Insurance Fund.....		281,132.92	
Tourism Tax Fund		88,519.64	
BANK 01 TOTALS	162,000.00	1,370,532.46	940,752.74
Motor Fuel Tax		106,898.63	
ALL FUNDS TOTALS	162,000.00	1,477,431.09	940,752.74

Jack Holtschlag
Anthony E. Sassen
Mike Rein
Richie Reis
Finance Committee

Ald. Rein, seconded by Ald. Sassen, moved the reports be received and vouchers be issued for the various amounts and on a roll call each of the 12 Aldermen voted yea, with 2 absent. Motion carried.

MOTIONS

Ald. Fletcher referred to the Street Lights/Right-Of-Way Committee, 1332 N. 3rd wanting a street light placed in the alley behind residence. Motion carried.

Ald. Entrup referred to the Traffic Committee, a business at 2100 N. 12th having a problem with trucks pulling in and out and traffic on 12th Street. Motion carried.

The City Council adjourned at 7:36 p.m. on a motion of Ald. Holtschlag. Motion carried.

LAURA OAKMAN
City Clerk

AGENDA
QUINCY PUBLIC LIBRARY
BOARD OF TRUSTEES' MEETING
DECEMBER 14, 2021 - 6:10 p.m.

- I. APPROVAL OF AGENDA
- II. APPROVAL OF MINUTES
 - *Regular Meeting – November 9, 2021
 - *Board Retreat Minutes – November 12, 2021
- III. PRESIDENT’S COMMENTS
- IV. RECOGNITION OF CORRESPONDENCE
 - *comments from suggestion box
 - *thank you card from QMG Foundation
 - *letter from Dr. Paul Miller
 - *email from Calleen
- V. PUBLIC COMMENTS
- VI. LIBRARY REPORTS
 - Financial Reports – Cheryl Predmore
- VII. COMMITTEE REPORTS
 - Audit – Cheryl Predmore
 - *Approval of November 30, 2021, Expenditures
 - Finance – Cheryl Predmore
 - Building & Grounds – Harry Ruth
 - Personnel – Clairice Hetzler
 - Policy – Megan Duesterhaus-AuBuchon
 - Ad Hoc Advocacy – Dean LaVelle
 - Mary Weems Barton/Quincy Public Library Foundation
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS
 - A. Discussion of Mural Proposal
 - B. Parking Lot Hearing
 - C. LIRA Assessment Update
- X. PUBLIC COMMENTS

**QUINCY PUBLIC LIBRARY
BOARD OF TRUSTEES RETREAT
November 12, 2021**

The first Quincy Public Library Board Retreat was called to order at 10:07 a.m. by President Kathy Ridder. Roll call: Kathy Ridder, Harry Ruth, Cheryl Predmore, Dean LaVelle, and Angela Ketteman. Ben Uzelac arrived to the meeting at 10:30 a.m., and Megan Duesterhaus-AuBuchon arrived at 10:35 a.m. Clairice Hetzler arrived at the meeting at 12:00 p.m. Kathy Ridder thanked everyone for attending. She then announced that as of November 11, 2021, Chris Pratt had resigned his seat on the Board. She asked Harry Ruth to work with her and Kathleen Helsabeck to find a suitable replacement.

There were no public in attendance. Ms. Ridder encouraged participation in the agenda for the day and asked for positive, helpful comments.

Kathleen Helsabeck distributed a spreadsheet detailing the core standards and chapter standards for *Serving Our Public 4.0*. She reviewed each chapter noting items that the Library is currently performing, items that need evaluation, and items that the Library is not currently accomplishing but needs to. These deficient standards include Board participation in local and regional conferences, addressing the Library's long-term spatial needs, a documented building safety checklist, and discussing staff salary levels.

Mike Elbe, President of the John Wood Community College Board of Trustees, presented a session on best board practices and shared a document outlining the top ten best practices. Mr. Elbe discussed the difference between an institution's vision statement and mission statement. He suggested that the mission statement should be listed first as it describes the organization's main purpose and values. The vision statement is secondary as it describes the organization's aspirations. He noted that you can't have one statement without the other. Members in attendance then broke into two groups to discuss board protocol and working effectively with library administrators. Ideas suggested included detailing board member expectations, defining the working relationship between the Executive Director and the Board as a whole, defining the relationship between the Library Board, TQ, and the Foundation Board as well as the Friends of the Library, understanding each of the roles within those organizations, defining the relationship between the Board and the staff, advocacy, and communication between the Boards and the Executive Director. Mr. Elbe shared the JWCC Board Protocol and Expectations document and the JWCC Board/President Relations Policy. It was agreed that the QPL Board would develop a protocol document at the December meeting, finalize it over the next few meetings, and create a final document for Board signatures. The members in attendance agreed that it is the responsibility of the Executive Director to inform the Board President of significant issues or situations as soon as possible. It is the Board President's responsibility to inform other members of the Board if deemed necessary. Likewise, if the Board becomes aware of a "red flag," they should contact the Board President or the Executive Director. Mr. Elbe recommended notifying by telephone rather than email or text to insure the message is not misunderstood.

The Board then reviewed funding sources for the Library and discussed the current state of the Library. Ms. Helsabeck reminded the Board that the City cut the Library's budget in

FY20/21 by \$100,000 in anticipation of sales tax decreases due to Covid. However, when other City departments' budgets were reinstated, the Library's was not. At the end of FY20/21 and in FY21/22, increased PPRT revenues offset some of the decreases, but direct funding from the City is still at a decline. Ms. Helsabeck stated that the Library needs a 6% increase each year through 2025 to address fixed budget needs such as contracts, health insurance, and the minimum wage increases. The role of the Mary Weems Barton/Quincy Public Library Foundation was discussed with regards to financial support of and advocacy for the Library. It was agreed that the Foundation needs to be more active in advocating for the Library, and needs to increase its fundraising and donor development to be a more supportive partner for the Library. The Board agreed to begin talks with the Foundation Board about these needs. Kathy Ridder will contact Foundation President Gerry Korb to begin the discussion. Ms. Helsabeck then stated that the Friends of the Library are another support organization that she would like to see become more active in advocating for the Library. The Board agreed that the Foundation needs to be used for donor development and requests for larger gifts from potential donors, while utilizing the Friends for event-based and visible fund-raising opportunities. Both organizations should be encouraged to create long-range goals and integrate those goals into the Library's strategic plan. It was suggested that the Board create a policy defining these roles for both organizations, and a policy for communication with the Friends as it has its own board.

Kathleen Helsabeck directed the discussion to the recent issues with the fire alarm system and overall alarm system. She presented a quote from Alarm Systems, Inc. to replace the entire system and update the panel at a cost of \$31,791.83. She also presented a quote from Seico to only replace the alarm panel at a cost of \$2,512.38. Ms. Helsabeck stated that the system was originally installed by Seico and contains proprietary equipment that ASI is not able to repair. She would like to see the Library move to ASI as it is a local company and they monitor the alarms for Seico. After a discussion, Harry Ruth moved to go with the Seico quote and only replace the panel at this time. Clairice Hetzler seconded and the motion carried. The Board asked that the total alarm system replacement to be added to the long-term plan.

Ms. Helsabeck also reported that she and Burgundy Hill recently met with representatives from Adams Networks about not only contracting with the Library to assist with the migration to Windows 10, but also replace the current analog telephone system with a digital system. She noted that the project with an estimated cost of \$23,000, would not begin until after the move to Windows 10 was complete and the Library solved its network and server problems. The project will be added to the ongoing building / equipment repair list.

The Board then began initial discussions on strategic planning. Ms. Helsabeck stated that the current plan will expire in 2022, and asked the Board to begin thinking about objectives in the areas of funding, capacity, advocacy, accessibility, board development, and staff development. In discussing advocacy, the Board agreed that the Library needs to do a better job of telling its story to the public and involving city leaders by using their priorities such as educational, entertainment, and economic development needs. It was pointed out that the current Library website is ten years old and should be updated. The Board also discussed board and staff development using standards and protocols as outlined in *Serving Our Public*. They agreed that bridging the communications gap between staff and Board is vital to the continued health of the Library.

The Board agreed that it needs to work toward goals for not just the Library, but also support organizations. Goals for the Foundation include identifying their role as it pertains to the Library, ensuring that both Boards are on the same page, and starting discussions to address funding needs and future funding opportunities. Goals for the Friends include defining the role of the Friends in advocacy and fund-raising needs, creating a procedure for communications between staff and the Friends, and developing a policy for expectations of behavior for the Friends. Goals for the building include identifying major building issues, hiring a non-local consultant to work with the Library on the HVAC issues, and hiring an IT consultant. Board goals include creating a protocol letter for the Board and working with staff to solicit input on issues and rebuild trust.

Kathy Ridder thanked the Board for attending the retreat and participating in the discussions. The retreat was adjourned at 4:00 p.m.

Respectfully submitted,

Kimberly Akers

**Quincy Public Library
Board of Trustees Meeting
November 9, 2021
Minutes**

The regular meeting of the Quincy Public Library Board of Trustees was called to order at 6:00 p.m. on Tuesday, November 9, 2021, with Kathy Ridder presiding. Trustees present: Cheryl Predmore, Harry Ruth, Megan Duesterhaus-AuBuchon, Clairice Hetzler, Angela Ketteman, and Chris Pratt. Trustees absent: Ben Uzelac and Dean LaVelle. Others present: Kathleen Helsabeck, Kim Akers, and Burgundy Hill.

I. APPROVAL OF AGENDA

Kathy Ridder asked that Anita Failor of Wade Stables be allowed to present the annual audit report after approval of the minutes. Chris Pratt moved to approve the agenda as revised. Megan Duesterhaus-AuBuchon seconded and the motion carried.

II. APPROVAL OF MINUTES

Angela Ketteman moved to approve the October 12, 2021, regular meeting minutes as presented. Chris Pratt seconded and the motion carried.

III. PRESIDENT'S COMMENTS

President Kathy Ridder reminded everyone that the board retreat is scheduled for Friday, November 12, 2021, from 10:00 a.m. to 4:00 p.m. at the Quincy Museum at 1601 Maine. A light breakfast will be served in the morning and lunch will be provided.

IV. BOARD EDUCATION

Kathleen Helsabeck gave a brief presentation on Technical Services Department.

V. RECOGNITION OF CORRESPONDENCE

An email thanking Bill Waters for finding airplane books for a young patron was presented. An email from Amanda Davis of the YWCA was received thanking the Library for assistance with a homeless patron.

VI. PUBLIC COMMENTS

Val Stark commented on the changes to the Sick Leave Bank Policy and expressed safety concern over the issues with the smoke detectors and alarms.

VII. LIBRARY REPORTS:

A. Financial Report – Cheryl Predmore

Cheryl Predmore reported that the balance in the Homebank Operating Fund as of October 31, 2021, was \$1,241,662.16. The balance in the reserve fund is \$400,164.41. The Library is 48% through the fiscal year.

B. Library Report

Kathleen Helsabeck reported that checkouts for October were down slightly, but traffic

numbers increased from September. The highest traffic day was the first day of the Friends fall book sale and the lowest was Saturday, October 30. After 32 years at the Library, Evelyn Uppinghouse retired as a cataloguer in the Technical Services Department. Sean Waters will take over her position. The A/V window replacement is complete except for a few cosmetic repairs. Kemner's has started the Dryvit project, which includes power washing, patching, caulking, and painting the exterior of the Library. The HVAC system is not working properly throughout the Library. Keck is unsure when it will be fixed due to the difficulty in getting parts. The IT project is at a standstill until further notice. It was agreed to discuss this issue at the upcoming Board retreat. Ms. Helsabeck reported that she has requested \$150,000 from the City to pay for the original window replacement project. Mayor Troup will evaluate the request in January. The first round of donation request letters have gone out for the mobile library project. Ms. Helsabeck and Burgundy Hill continue to make presentations at area community groups about the mobile library.

The Alibi Bar on 5th & York has asked the Library if their customers can use the Library's parking lot. The Library's attorney, Joe Duesterhaus, has offered to draw up an agreement. Mayor Troup said he would look into parking lot leases around town for Ms. Helsabeck. Additionally, Port's Place at 510 Jersey has new ownership, and has asked to temporarily use several parking spots during the remodel. They will also be asked to sign an agreement on the use of parking spaces owned by the Library. Ms. Helsabeck stated that the Library would need to be included on both of the businesses' insurance policies to absolve the Library of any liability.

A representative from LIRA recently conducted a site visit. They checked that last year's recommendations had been followed, and made several new recommendations that include lightning protection, chemical documentation, and book sale storage. Homebank has moved away from the Insured Cash Suite (ICS) account and will no longer be moving funds from the Library's checking account into the ICS account. Instead, they are pledging the funds internally and offering the same interest rate as previously offered in the ICS account. The Friends held a successful book sale and realized \$2,646 for the three day event. The expanded Quincy Historical Newspaper project is now live and includes local newspapers published from 1835 to December of 2020. In addition, the Library is offering several new databases.

Ms. Helsabeck stated that she will not be hiring a new Assistant Director, but will be promoting four employees to team lead positions in Reference, Circulation, Children's, and Technical Services. These positions will be responsible for scheduling, training new staff, and overseeing the department, and will receive salary increases commensurate with their new duties. All team leads will report to Burgundy Hill. In addition, Kim Akers and Burgundy Hill will also receive salary increases. A new organizational chart was included in the Board packet reflecting these changes. Chris Pratt asked that the Board see the new team lead job descriptions prior to implementation.

A memo outlining the recent issues with the fire alarm system was included in the Board

packet. Ms. Helsabeck stated she is waiting on quotes from Alarm Systems, Inc. and Seico to replace the faulty panel. The original system was installed by Seico during the renovations and includes proprietary equipment that ASI cannot repair. Ms. Helsabeck would like to discontinue working with Seico and has asked ASI to submit a quote to take over the system in its entirety. Once these have been received, Ms. Helsabeck will call a Building & Grounds meeting to review the quotes. In the meantime, the Library is utilizing 24 residential wireless smoke detectors that triggers an app on the Library's cell phone as well as Ms. Helsabeck's phone and the maintenance cell phone carried by Will Matlick if smoke is detected in the building. These are not connected to the alarm system or Quincy Fire Department. When the app is triggered, 9-1-1 will need to be called manually. Both LIRA and Quincy Fire Department are aware of the issue and are working with the Library to insure the continued safety of staff and patrons. Cheryl Predmore recommended holding the payments to ASI and Seico for current invoices until the quotes are received.

VIII. COMMITTEE REPORTS:

A. Audit – Cheryl Predmore: Cheryl Predmore presented the Expenditure Approval List for October 31, 2021, in the amount of \$84,865.10. There being no further discussion, Ms. Predmore moved to approve the Expenditure Approval List for October 31, 2021, as presented. Chris Pratt seconded. A roll call vote was held with the following results:

Cheryl Predmore	yes	Megan Duesterhaus-AuBuchon	yes
Angela Ketteman	yes	Harry Ruth	yes
Clairice Hetzler	yes	Chris Pratt	yes
Kathy Ridder	yes	Ben Uzelac	absent
Dean Lavelle	absent		

The motion carried with seven yes votes, zero no votes, and two absent.

B. Finance – Cheryl Predmore: Cheryl Predmore reported that the Finance Committee met just prior to the Board meeting. The committee discussed the draft FY22/23 budget and agreed to meet in January to give final approval to the draft budget before sending it to the City.

C. Building & Grounds – Harry Ruth: Harry Ruth reported that the Building & Grounds Committee did not meet. He noted that the Library has accepted a quote and scheduled the replacement of the remaining original windows with Adams County Glass to lock in current pricing of approximately \$200,000. He expects the project to start in the spring.

D. Personnel – Clairice Hetzler: Clairice Hetzler reported that the Personnel Committee did not meet, but needs to meet to discuss the Executive Director's evaluation and the team lead job descriptions.

E. Policy - Megan Duesterhaus-AuBuchon: Megan Duesterhaus-AuBuchon reported that the Policy Committee met on October 18, 2021, where they approved revisions to 13 patron policies. Chris Pratt moved to approval all 13 policies as presented. Megan Duesterhaus-AuBuchon seconded and the motion carried. Ms. Duesterhaus-AuBuchon then presented changes to the current Coronavirus Policy. She asked that it be extended by six months to June 30, 2022. There being no discussion, Chris Pratt moved to approve the revisions to the Coronavirus Policy as presented. Cheryl Predmore seconded and the motion carried. Ms. Helsabeck stated that she will be preparing a press release to announce that the Library is going fine free in accordance with the policy changes. She pointed out that the Library has not been charging fines since the start of the pandemic. Burgundy Hill asked that the Board clarify that the Library will also be removing any outstanding overdue fines, but not charges for lost or damaged items. Harry Ruth stated that he would like to see patrons pay outstanding overdue fines and be fine free going forward. There being no further discussion, Clairice Hetzler moved that the Library become fine free and excuse all past overdue fines. Chris Pratt seconded. The motion carried with Harry Ruth voting no.

F. Ad Hoc Advocacy – Dean LaVelle. Dean LaVelle was absent. The Ad Hoc Advocacy Committee did not meet

G. Mary Weems Barton/Quincy Public Library Foundation – Kathy Ridder. Kathy Ridder reported that the Foundation will meet on Wednesday, November 17, 2021, at noon at the Library.

IX. UNFINISHED BUSINESS

No Unfinished Business was brought before the Board.

X. NEW BUSINESS

A. Annual Audit – Wade Stables. Anita Failor of Wade Stables presented the annual audit for FY2020. She noted the change in net position, which includes assets from the Foundation, as \$689,070. That amount also includes unrealized gains from the Foundation's investments. Ms. Failor stated that the Library needs to do a study of the Other Post Employment Benefits (OPEB). In prior years, that study was included with the City of Quincy's study. Since the Library separated from the City for health insurance, the Library will need to conduct its own study this year and every two years after that. Ms. Failor concluded the report by stating the audit showed no significant deficiencies. She was asked about the deficiencies noted in the Foundation's audit. She stated that some of the financial reports prepared by the consulting accounting firm were not updated with the most current information when they were sent to the Foundation Board. She stated that the consulting accounting firm needs to provide current information to the Foundation Board, and Library management needs to stay on top of the information sent out to insure that it is current. There being no further discussion, Cheryl Predmore moved to approve the annual audit report for FY2020 as presented. Megan Duesterhaus-AuBuchon seconded. A roll call vote was held with the following results:

Cheryl Predmore	yes	Megan Duesterhaus-AuBuchon	yes
Angela Kettelman	yes	Harry Ruth	yes
Clairice Hetzler	yes	Chris Pratt	yes
Kathy Ridder	yes	Ben Uzelac	absent
Dean Lavelle	absent		

The motion carried with seven yes votes, zero no votes, and two absent. Ms. Failor was thanked for her presentation.

B. 2022 Holiday Closure Schedule. Kathleen Helsabeck presented the proposed 2022 QPL holiday and closure schedule. She stated that the Library will be closed on Friday, December 23, and Monday, December 26, 2022, as well as Christmas Eve and Christmas Day. Staff will be paid for the two Christmas holidays. The Library will also be closed on Friday, December 30, 2022, and Monday, January 2, 2023, as well as New Year’s Eve and New Year’s Day, and staff will be paid for the New Year’s holidays. She also proposed that the Library be closed on November 26, 2022, the Saturday after Thanksgiving. She stated that the Library is not busy on that day and it is very difficult to find enough staff to work. This will not be a paid holiday. There being no further discussion, Clairice Hetzler moved to approve the proposed 2022 Holiday Closure Schedule as presented. Angela Kettelman seconded and the motion carried.

XI. PUBLIC COMMENTS

Val Stark asked if the panic buttons still worked. Kathleen Helsabeck stated that the panic buttons and secured doors are still operational.

There being no further discussion, Harry Ruth moved to adjourn the meeting. Chris Pratt seconded, and the meeting was adjourned at 7:06 p.m.

Respectfully submitted,
Kimberly Akers



DEPARTMENT OF CENTRAL SERVICES COMMITTEE MEETING NOTICE

A Central Services Committee meeting will be held Monday, December 20th in Engineering's Conference Room 235 of City Hall at 6:15 p.m. before the City Council meeting.

Agenda

1. Call Meeting to Order
2. Approval of Minutes
3. Public Comment (3 minutes)
4. Old Business
5. New Business
 - a) 6th Street Streetscape Grant Application
 - b) 2022/2023 MFT Maintenance Allocations
6. Late Additions

Respectfully submitted,

Kevin McClean
Central Services Director

BOARD OF FIRE AND POLICE COMMISSIONERS

Meeting

Date: Wednesday, January 5, 2022

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. IT – 1:35 p.m.
 - i. Provide options for Commission website
 - b. Chief Vahlkamp – 1:55 p.m.
 - i. Provide signed copy of contract reimbursement memo
 - ii. Update COVID relief funding for firefighter hires
 - c. Chief Copley – 2:25 p.m.
 - i. Provide signed copy of contract reimbursement memo
 - ii. Review non-lateral police officer questions
 - iii. Update on Mental Health Screening Requirements and new law
6. Old Business –
 - a. Review annual and monthly suspense's
 - b. Review final draft Rules and Regulations of the Board
7. New Business –
 - a. Review closed meeting records from July 8, 2021 in Jan 2022.
 - b. Review current status of police chief search
8. Adjournment