

City of Geneseo, Henry County, Illinois
Committee of the Whole Meeting
October 25, 2016

Pledge of Allegiance

Roll Call

The City Council of the City of Geneseo met Tuesday October 25, 2016 at the Council Chambers, 115 South Oakwood Avenue. Mayor Kathy Carroll-Duda called the meeting to order at 6:02 pm. Alderman Bob Wachtel, Martin Rothschild, Brenda Johnson, Jason Robinson, James Roodhouse, Sue Garlick and Kent Anderson answered roll call. Paula Simosky was absent. Others in attendance included City Administrator Lisa Kotter, City Clerk Loree K Phlypo, Finance Director Kara Wiesemeyer, Public Works Director Chad VanDeWoestyne and Director of Electrical Operations Lewis Opsal, IT Manager Garrett Griswold, HR Generalist Brandon Maeglin, City Attorney Dan Alcorn, Inspector Rick Mills, Bob and Karen Johnson, Mary Thon, Lynn Danphi, Terry Anderson, Dixie Anderson, Janet Verplaetse, Elaine Humphery, Jim Humphery, Pat Doubler, George Toppert, Chris Thompson, Ray & Dee Sterling, Ron & Sue Ketner, Bob & Joanne Henderson, Sherri Iwinski, Judy Iwinski, John Versluis, Susan Snell, Mark Schafer and Jim & Pat DeCap.

A Quorum was present.

Public Comment

Mayor Carroll-Duda asked Prairie View residents to wait and speak during the Prairie View agenda item and not during the Public Comment section.

Public Hearing – Proposed sale and purchase of Real Estate between William W. Cole Memorial Cabin and the City of Geneseo

Motion by Wachtel, second by Rothschild to open the Public Hearing at 6:06pm.

Administrator Kotter reported that there were 2 appraisals provided for the property and the appraisals had a wide range so the City decided with the recommendation of City Attorney Alcorn to take the two appraisals and average them for a minimum asking price. The City is required to get at least 80% of the appraisal value and that is how the City arrived at its minimum asking price of \$26,000. Cole Memorial Cabin would like to purchase 1.89 acres and the City would like to buy back a triangular piece which is .44 of an acre in size, the City owned this piece and it was sold to Cole Cabin in a prior sale. This triangle would add developable value to a piece that the City already owns, this piece could act as side setback for the more developable piece it is adjacent too.

Motion by Wachtel, second by Johnson to close the Public Hearing at 6:11pm.

Voice Vote. All Ayes. No Nays. 1 Absent.

Motion Carried.

Bid Opening for the Sale of the vacant lot at 644 E. Park Street.

Administrator Kotter reported that it is required to open these bids at a public meeting. The accepted bid will not be just based on the price but what are the proposed development plans for the property. The bids were opened as follows:

1. Rob and Jim Ries

Bid Price: \$38,077.77

Is Bidder willing to agree to develop the subject real estate pursuant to the terms of the Development Agreement addendum to the Purchase Agreement on file with the Geneseo City Clerk? No was circled.

“We are more than willing to sign a development agreement with a change to the completion date stipulation. We would like the completion date to be property to be rezoned to R3. Our bid is with the stipulation that the property is zoned R3. Our plans are to construct a duplex unit starting construction as soon as an acceptable building plan can be drafted. The estimated value of the construction is \$180,000.”

2. Maple City Properties

Bid Price: \$32,751.00

Is Bidder willing to agree to develop the subject real estate pursuant to the terms of the Development Agreement addendum to the Purchase Agreement on file with the Geneseo City Clerk? Yes was circled.

1. Construction of a condo/duplex on said lot
2. \$300,000.00

The City Staff's recommendation would be to forward this on to the November 8 City Council meeting to allow the staff time to meet with the developers. This will require a Plan Commission meeting for a Conditional Use Permit for a duplex.

No Action taken at this time

Discussion of Ordinance O-16-183 An Ordinance Authorizing the Exchange of Real Estate between the City of Geneseo and the Trustees of the William W. Cole Memorial Cabin.

Administrator Kotter reported that this is to request the approval of the exchange of real estate between the City of Geneseo and the Trustees of the William W. Cole Memorial Cabin. Cole Cabin would pay the City \$7,840.00 for the 1.89 acres and the City in return would pay \$1,825.18 for the .44 acres, with a net exchange of money to be \$6,014.82.

Motion by Robinson, second by Rothschild to recommend to Council the approval of Ordinance O-16-183 An Ordinance Authorizing the Exchange of Real Estate between the City of Geneseo and the Trustees of the William W. Cole Memorial Cabin.

ROLL CALL

Ayes 7 Robinson, Garlick, Wachtel, Rothschild, Anderson, Johnson, Roodhouse

Nays 0

Absent 1 Simosky

Motion Carried

Discussion of Ordinance No. O-16-184 An Ordinance Authorizing the Sale of certain Real Estate located at 644 E. Park Street Geneseo, IL.

Administrator Kotter reported that this property was obtained by the City in April and the house was demolished in June. A solicitation for bids was advertised and opened at the Committee of the Whole meeting. The minimum bid is \$26,000.

Motion by Rothschild, second by Anderson to recommend to City Council the adoption of Ordinance O-16-184 authorizing the sale of certain Real Estate located at 644 East Park Street, Geneseo in the amount of ____ and to enter into a Development Agreement with _____ the buyer with staff investigation and final action on November 8, 2016.

ROLL CALL

Ayes 7 Garlick, Robinson, Wachtel, Rothschild, Anderson, Johnson, Roodhouse

Nays 0

Absent 1 Simosky

Motion Carried

Alderman Simosky arrived at 6:31pm.

Discussion on Hiring Mind Fire Communications to assist in Branding & Marketing.

Administrator Kotter reported that a collaboration of the City, School, Park District and private sector have committed to working together to promote Geneseo. RFP's were sent out and 4 responses were received and 3 businesses were interviewed with a unanimous decision to select Mind Fire Communications. Jennifer and Amy from Mind Fire are here to give a presentation on what services that they can offer to assist in the Marketing and Branding of our community. The presentation included the steps that Mind Fire would take to assist the City in developing its brand and marketing. They would work to enhance our City logo so that all the other entities in Geneseo could modify it to make it a "family logo". Jennifer and Amy presented a proposed work plan and time line. This training would empower the City with tools to continue marketing the community. There would be 3 training sessions with 10-15 participants at various times. Administrator Kotter reported that there would be

Intergovernmental Agreements in place between the entities involved. The City would hire Mind Fire for \$40,000 with \$20,000 coming out of the Hotel Motel Tax Fund, \$10,000 from the School District and \$10,000 from other various organizations. It was clarified that the Hotel Motel Tax Fund is money that is collected from the Hotels within Geneseo through a tax that they collect from guests and it has a good amount of money in it so while other accounts may be short on funds this one can only be used for promotion of the community and Tourism. Resident Kathy Allen asked that the Churches be included.

Motion by Rothschild, second by Roodhouse to recommend to City Council hiring Mind Fire Communications to assist the City and other entities such as the School District, Park District, Chamber of Commerce and private sector businesses in a joint branding and marketing effort in the amount of \$40,000 with \$20,000 to come from the Hotel Tax Fund and the remaining funds coming from the partner organizations.

ROLL CALL

Ayes 8 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky,Roodhouse

Nays 0

Absent 0

Motion Carried

Discussion of Prairie View Subdivision Maintenance and Special Area Tax

Administrator Kotter reported that there has been a Council member approached by Prairie View residents about maintenance. To move forward the City Council will need to understand the unique maintenance requirements that are included with Prairie Grass. In the past the City has burned the Prairie grasses every year and there has been concern for the safety of this burning, qualified staff to carry out the burning and yearly necessity. The eyebrows are a concern due to the complexity of snow plowing around them. In the past there was a special tax put in place to help offset the unique maintenance required for this subdivision. It was only collected for a few years and then was stopped. The City has contacted a company that specializes in maintenance of prairie grass, Tallgrass Restoration will come out on the 3rd of November and assess Prairie View Subdivision and educate the City on what is needed to maintain Prairie Grass. The fee for this is \$300. Karen and Bob Johnson the original developers for this subdivision reported that the rocks, plants and ground covers are all an intrinsic part of the storm drainage system for this area and if you change a part of it the intended drainage would not take place. Mr. Johnson stated that he would like to attend the meeting with the consultants. Among resident comments included; a willingness to pay an extra tax to maintain the grasses and paths; they would be willing to work together as many have and maintain the environment out in the subdivision and create a partnership with the residents of Prairie View. Administrator Kotter reported that we have had an overly wet year this year so drainage control has been an issue everywhere. This item will be on the next few Committee of the Whole meetings before a final decision is made. There will be no burning this fall and the City appreciates the resident's suggestions on a solution to the maintenance requirements. The City will make a final decision after thorough discussions and considerations.

No Action

Discussion of Ordinance O-16-181 An Ordinance Repealing the Purchasing Policy Guidelines set by Ordinance No. 1872 and 1913 providing for the establishment of a purchasing policy for the City of Geneseo, Henry County, Illinois and discussion of Ordinance O-16-182 An Ordinance setting parameters for the Purchasing Policy for all departments in the City of Geneseo, Henry County, Illinois.

Administrator Kotter reported that the 2007 Purchasing Policy needs to be updated. We have to balance transparency and the City Council being involved with purchases. We need to balance repair, maintenance and day to day expenses to operate with capital expenditures. Mayor Carroll-Duda would like to have a spreadsheet to follow after the budget is approved in June that would list all the expenses that are budgeted for and expected for the year given to the Council in July. That way they would have a list to check off as budgeted items are purchased with an ongoing monthly report. There will need to be a contingency for emergency items, this would be like a transformer blew and it can't wait a month for approval. Administrator Kotter recommended bringing this item back next month to discuss further.

Motion by Rothschild, second by Wachtel to recommend moving this item to the next Committee of the Whole for further discussion.

Voice Vote. 8 Ayes. 0 Nays.

Motion Carried

Discussion of Ordinance O-16-180 An Ordinance establishing an Enterprise Zone in the City of Kewanee, Illinois, the City of Galva, Illinois, the City of Geneseo, Illinois, the Village of Atkinson, Illinois, the Village of Annawan, Illinois, the Village of Cambridge, Illinois, the Village of Orion, Illinois, the Village of Woodhull, Illinois and Henry County, Illinois.

Administrator Kotter reported that in 2014 a County wide Enterprise Zone was applied for and the application was rejected. The existing Enterprise Zone in Kewanee, Annawan and Galva is about to expire, so Geneseo was invited to be included in this renewal. November 2 is the deadline so there is a lot of information to put together in a short period of time. This renewal application requires more information than the original application. The 3 cities involved in the renewal have hired a consultant to put all the required documentation together. Information required from us includes; a list of infrastructure; an inventory of every property, vacant or not; projects, School District Projects, businesses in the Zones; future jobs and it must be a combined \$100 million dollar investment. There is a maximum of 15 square miles that can be included and the application is currently at 11.55 square miles so the City of Geneseo is requesting additional parcels be added. This is a 15 year commitment and there are 4 programs to benefit from if a business is in the Enterprise Zone, they include Abatement of sales tax for the building; State income tax credit; if they are not in the TF then a property tax abatement and a State Utility Tax exemption. There is a required Public Hearing which will be held in Kewanee and a map of the requested Enterprise Zone area will be posted on the bulletin board in the City Hall building. Existing businesses must expand their business in order to take advantage of the benefits of the Enterprise Zone.

Motion by Simosky, second by Robinson to recommend to City Council adoption of Ordinance O-16-180 An Ordinance Establishing an Enterprise Zone in the City of Kewanee, Illinois, the City of Galva, Illinois, the City of Geneseo, Illinois, the Village of Atkinson, Illinois, the Village of Annawan, Illinois, the Village of Cambridge, Illinois, the Village of Orion, Illinois, the Village of Woodhull, Illinois and Henry County, Illinois.

ROLL CALL

Ayes 8 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky,Roodhouse

Nays 0

Absent 0

Motion Carried

Discussion of Resolution R-16-179 A Resolution of Acceptance of the Public Improvements within the Subdivision known as Stoneview Estates, accepting an Irrevocable Financial Commitment in Lieu of a Maintenance Bond.

Administrator Kotter reported that the final plat has been approved by Council and now the public improvements need to be accepted by the City. The Staff and Missman have reviewed the plans and have recommended acceptance of them. The Subdivision Ordinance requires a maintenance bond, past practice has been to waive the maintenance bond and allow an Irrevocable Letter of Credit from a bank. The City Engineer recommends the amount of the letter, Missman is recommending a 10% letter of credit in the amount of \$25,700.

Motion by Wachtel, second by Rothschild to recommend to City Council approval of Resolution R-16-179 which is acceptance of the Stoneview Estates public improvements and accept an irrevocable letter of credit in lieu of a maintenance bond in the amount of \$25,700.

ROLL CALL

Ayes 8 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky,Roodhouse

Nays 0

Absent 0

Motion Carried

Payment of City and Utility Bills

There are 2 extra pages of bills. Lionstone Brewery receives a refund of sales tax for 5 years, first 3 years at 100% and last 2 years at 75%.

Motion by Wachtel, second by Roodhouse to approve City and Utility bills as presented.

ROLL CALL

Ayes 8 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky,Roodhouse

Nays 0

Absent 0

Motion Carried

Public Comment

None

Motion by Johnson, second by Anderson to adjourn the meeting at 8:33 pm.

Voice Vote. 8Ayes. 0 Nays.

Respectfully submitted,

Loree K. Phlypo
City Clerk