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**LOVES PARK CITY COUNCIL AGENDA–MARCH 4, 2019- 6 P.M.**  
**AT CITY HALL COUNCIL CHAMBERS, 100 HEART BLVD.,**  
**LOVES PARK, 61111**

- I. CALL TO ORDER
  
- II. INVOCATION & PLEDGE OF ALLEGIANCE
  - 1. Invocation given by Alderman A. Marie Holmes followed by the Pledge of Allegiance.
  
- III. ROLL CALL
  
- IV. APPROVAL OF CITY COUNCIL MINUTES OF PREVIOUS MEETING
  
- V. COMMUNICATIONS, MAYOR'S REPORT AND ANNOUNCEMENTS
  - 1. Presentation to Police K9 Rico's Veterinarian Kathleen Smith of Companion Animal Clinic.
  
- VI. APPROVE PAYMENT OF BILLS
  
- VII. OFFICER'S REPORTS
  - 1. Public Safety
  - 2. Public Works
  
- VIII. COMMITTEE REPORTS
  - 1. Finance and Administration/Jacobson (Finance, Personnel, Buildings & Grounds, Purchasing, Recreation & Beautification)
  - 2. Public Safety/Allton (Police, Fire, Public Safety & Health)
  - 3. Public Works/Schlensker (Street, Water & Utilities)
  - 4. Codes and Regulations/Peterson (Ordinances & Licenses)
  - 5. Community Development/Frykman (Development, Planning, Zoning, Annexation, Building & Drainage)

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**Loves Park City Council Agenda**

**March 4, 2019**

**IX. UNFINISHED BUSINESS**

**X. NEW BUSINESS**

**XI. RESOLUTIONS & MOTIONS**

- 1. Resolution authorizing the temporary closure of Highway 251 for the Young At Heart Parade to be held May 25, 2019.**

**XII. ORDINANCES 2<sup>ND</sup> READING**

**XIII. ORDINANCES 1<sup>ST</sup> READING**

**XIV. PUBLIC COMMENT**

**XV. EXECUTIVE SESSION**

**XVI. GOOD OF THE ORDER**

**XVII. ADJOURNMENT**



## CITY COUNCIL, CITY OF LOVES PARK, ILLINOIS

Journal of Proceedings

Regular Meeting, Monday, February 25, 2019

Loves Park City Hall

Mayor Gregory Jury called the meeting to order at 6:00 p.m.

Reverend Rod Lenzendorf of Firstborn Ministries opened the meeting with an invocation, followed by the Pledge of Allegiance.

Present: Mayor Gregory Jury

Aldermen Charles Frykman, Mark Peterson, A. Marie Holmes, Robert Schlensker, Doug Allton, Nancy Warden, John Jacobson, Jim Puckett, Clint Little, John Pruitt

Also Present: City Clerk Bob Burden  
City Attorney Gino Galluzzo

1. Approve Minutes 02/18/19 The Journal of Proceedings for the regular meeting of February 18, 2019, was approved as submitted by the city clerk on a motion by Alderman Little. Second by Alderman Schlensker. Motion carried. 10 Ayes (Aldermen Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt)
2. SEP/Peak Sports Club Pool Parties W/Music Request Received a Special Event Permit application for Peak Sports Club, 4401 Peak Drive, to hold pool parties on June 15, July 4, and July 27, 2019, from 12:00 noon to 6:00 p.m., with amplified music. Referred to Alderman Peterson of the Codes and Regulations Committee.
3. SEP/Peak Sports Club Pool Parties W/Music Approved Alderman Peterson of the Codes and Regulations Committee moved to approve a Special Event Permit application for Peak Sports Club, 4401 Peak Drive, to hold pool parties, on June 15, July 4, July 27, 2019, from 12:00 noon to 6:00 p.m., with amplified music. Second by Alderman Warden. Motion carried by voice vote.
4. Comcast Changes Received a notice from Comcast of channel changes, effective April 8, 2019. Placed on file.
5. Harlem Girls & Boys Bowling Teams Mayor Jury welcomed Harlem Girls Bowling Team and Head Coach Jim Heathscott and Harlem Boys Bowling Team and Head Coach Nick Whitmire. The Harlem Girls Team recently won 2<sup>nd</sup> place in the state championship and the Boy's Team won 1<sup>st</sup> place in the state championship.
6. Congratulations Mayor Jury congratulated both teams on their accomplishments.
7. Water Department Bills Alderman Jacobson presented the Water Department bills dated February 18, 2019 in the amount of \$167,993.76, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt)
8. General Fund Bills Alderman Jacobson presented the General Fund and all other bills dated February 18, 2019, in the amount of \$139,655.76, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt)
9. Public Safety Report Alderman Allton presented the Police Department Report dated February 25, 2019; to be placed on file.

10. Public Works Report  
Alderman Schlensker presented the Water Department Report dated February 20, 2019; presented the Street Department Report dated February 25, 2019, to be placed on file.
11. Finance & Administration Committee  
Alderman Jacobson of the Finance and Administration Committee presented General Fund and all other bills dated February 25, 2019 in the amount of \$324,834.30, for consideration at next week's city council meeting; presented the Treasurer's Report for January 2019, with an ending balance of \$6,918,263.01; presented the minutes from the committee meeting held February 18, 2019, to be placed on file.
12. Public Works Committee  
Alderman Schlensker of the Public Works Committee presented the Water Department list of bills dated February 25, 2019 in the amount of \$44,432.75, for consideration at next week's city council meeting; presented the minutes from the committee meeting held February 4, 2019, to be placed on file.
13. Codes & Regulations  
Alderman Peterson of the Codes and Regulations Committee presented the minutes from the committee meeting held January 28, 2019, to be placed on file.
14. Water Department To Hire Theresa Banta For Bookkeeping Clerk  
Alderman Jacobson presented the following resolution and moved for its adoption: **RESOLVED**, that by the adoption of this Resolution, that based on the results of the Civil Service Commission list of candidates, the Water Department Manager is hereby authorized to hire Theresa Banta for the position of Bookkeeping Clerk in the Water Department, effective February 29, 2019. The starting salary for this position shall be \$39,000.00 subject to a 180-day end of probation review and can be increased to a salary of \$43,000.00. This position will be full time and will be subject to a pre-employment background check and pre-employment drug testing and shall be paid from Water Department Account No. 31-50-4020 (Office Salaries). Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt)  
**RESOLUTION NO. 19-015**
15. Single Family Rehab Program Grant  
Alderman Jacobson presented the following resolution and moved for its adoption: **RESOLVED**, that by the adoption of this Resolution, that the City Council of the City of Loves Park authorizes the acceptance of a grant for the Single Family Rehab Program from the Illinois Housing Development Authority in the amount of two hundred sixty-nine thousand seven hundred seventy and no/100 dollars (\$269,770.00). Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt)  
**RESOLUTION NO. 19-016**
16. William Charles Construction Awarded Contract for Bell School Road Reconstruction  
Alderman Jacobson presented the following resolution and moved for its adoption: **RESOLVED**, that by the adoption of this Resolution, that upon satisfactory completion of the required bidding process and, as recommended by Arc Design Resources, Consulting Engineers, a contract is hereby awarded to William Charles Construction, 833 Featherstone Road, Rockford, IL 61107, lowest responsible bidder, the Reconstruction of Bell School Road. Total cost of the contract shall not exceed one million four hundred twenty-one thousand four hundred fifty-two dollars and eighty cents (\$1,421,452.80). The total includes the base rate and bid alternate. Funds shall be taken from Account No. 01-11-8035 (Referendum Road Repairs). Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt)  
**RESOLUTION NO. 19-017**

17. Plat 3 Of The  
Business Park  
At Spring Creek  
Lakes  
Resubdivision

Alderman Jacobson presented the following resolution and moved for its adoption: **RESOLVED**, that by the adoption of this Resolution, that Plat 3 of the Business Park at Spring Creek Lakes, being a resubdivision of Lots 2, 3 and 7 of Plat 1 of the Business Park at Spring Lakes, being a subdivision of part of the southeast quarter of Section 35 and part of the southwest quarter of Section 36, Township 45 North, Range 2 East of the third Principal meridian and part of the northwest quarter of Section 1 and part of the northeast quarter of Section 2, Township 44 North, Range 2 east of the third Principal meridian, also including Lot 10 of Plat 2 of the Business Park at Spring Creek Lakes, being resubdivision of Lots 5 and 6 of Plat 1 of the Business Park at Spring Creek Lakes, being a part of the southwest quarter of Section 36, Township 45 North, Range 2 the third Principal meridian, Winnebago County, be approved as recommended by the Loves Park Public Works Committee at the February 25, 2019 Meeting. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt)

**RESOLUTION NO. 19-018**

18. Adjourn

Alderman Jacobson moved that the meeting be adjourned. Second by Alderman Schlensker. Motion carried by voice vote. The meeting was adjourned at 6:16 p.m.

**APPROVED:**

**Robert J. Burden, City Clerk**

**STANDING COMMITTEE MEETINGS:**

Community Development:	Following Council Meeting 6:15 p.m.
Finance and Administration:	Prior to Council Meeting 5:40 p.m.
Public Works:	Prior to Council Meeting 5:15 p.m.
Zoning Board of Appeals:	3 <sup>rd</sup> Thursday of the Month 5:30 p.m.



# **LOVES PARK** **POLICE**

540 Loves Park Drive, Loves Park, IL 61111

Phone 815/654-5015 Fax 815/633-0555

To: Alderman Doug Allton

From: Chief Charles Lynde

Date: 03/04/2019

Subject: Police Activity Report

Police activity report for the week of 02/17/2019 through 02/23/2019

Calls for Service 403

Total Number of Arrests 151

Accidents 12

MICHAEL MCCAMMOND  
DEPUTY CHIEF OF POLICE

CHARLES LYNDE  
CHIEF OF POLICE

SHANE LYNCH  
DEPUTY CHIEF OF POLICE

**Department of Public Works**  
**Street Department Weekly Activity Report**

Submitted by: Shannon Messinger  
Street Department Manager

Week of February 25, 2019 thru March 4, 2019

**Previous week's activity:**

1. Plowed snow.
2. Repaired trucks.
3. Filled Potholes.
4. Helped Water Dept. with main breaks.

**Proposed work:**

1. Fill potholes.
2. Continue working on equipment.
3. Help the Water Dept. with main breaks.



# Loves Park Water Department

## Weekly Activity Report

Submitted by: Craig McDonald  
Department Manager

Date: 2/20/19-2/28/19

Previous week's activity:

1. Routine work:
  - a. Install new meters
  - b. JULIE locates
  - c. Chemical tests
  - d. Back wash wells as needed
  - e. Read commercial and residential meters
2. Continue radio read meter installation
3. Assisted street dept with snow/ice removal
4. Repair main break at 5232 Schlensker Rd
5. Repair main break at 4704 Lexington Blvd.

Work anticipated for this week:

1. Continue radio read meter installation
2. Assist street dept with snow/ice removal
3. Re organize shop and add storage for meter and radio read stock
4. Set up new utility truck with equipment and emergency lighting

**CITY OF LOVES PARK  
AGENDA  
FINANCE & ADMINISTRATION COMMITTEE  
MARCH 4 – 5:40 P.M.  
CITY COUNCIL CHAMBERS**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES FROM THE COMMITTEE MEETING HELD FEBRUARY 25, 2019**
4. **ITEMS FOR CONSIDERATION**
  1. Resolution authorizing the temporary closure of Highway 251 for the Young At Heart Parade to be held May 25, 2019.
5. **LIST OF BILLS**
6. **GENERAL DISCUSSION/PUBLIC COMMENT**
7. **ADJOURN**

FINANCE AND ADMINISTRATION COMMITTEE  
MEETING MINUTES

DATE OF MEETING: February 25, 2019

CALLED TO ORDER: 5:30 P.M.

MEMBERS PRESENT: Aldermen John Jacobson, Mark Peterson, Charles Frykman, John Pruitt

ALSO PRESENT: Mayor Jury, Clerk Bob Burden, Steve Thompson, Attorney Galluzzo, A. Marie Holmes, Rob Schlensker, Doug Allton, Nancy Warden, Jim Puckett, Clint Little, Chief Wiltfang, Chief Lynde

MINUTES APPROVAL: February 18, 2019

Alderman Peterson moved to approve minutes. Second by Alderman Frykman.  
Motion carried. 4 Ayes – 0 Nays

ITEMS FOR CONSIDERATION

1. Resolution authorizing the acceptance of a grant for the Single Family Rehab Program from the Illinois Housing Development Authority of \$269,770.00.

Alderman Peterson moved to approve. Second by Alderman Frykman.  
Motion carried. 4 Ayes – 0 Nays

2. Resolution authorizing the Water Department Manager to hire Theresa Banta for the position of Bookkeeping Clerk in the Water Department, effective February 28, 2019.

Alderman Peterson moved to approve. Second by Alderman Frykman.  
Motion carried. 4 Ayes – 0 Nays

3. List of Bills: No questions or concerns.

4. Adjournment.

Alderman Peterson moved for adjournment. Second by Alderman Frykman  
Motion carried. 4 Ayes – 0 Nays

Adjournment: 5:45 P.M.

RESPECTFULLY SUBMITTED: CHAIRMAN JACOBSON OF THE FINANCE COMMITTEE

## CITY OF LOVES PARK

ALDERMAN JOHN JACOBSON

RESOLUTION NO.

DATE: MARCH 4, 2019

DEPARTMENT: FINANCE &  
ADMINISTRATION COMMITTEE

**WHEREAS**, The City of Loves Park is sponsoring the YOUNG AT HEART PARADE in the City of Loves Park, which constitutes a public purpose:

**WHEREAS**, this YOUNG AT HEART PARADE will require the temporary closure of the northbound lanes of Highway 251, a State Highway in the City of Loves Park, from 4800 North Second Street to 6300 North Second Street.

**WHEREAS**, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Loves Park, that permission to close off the northbound lanes of Highway 251 from 4800 North Second Street to 6300 North Second Street, as above designated, be requested of the Department of Transportation.

**BE IT FURTHER RESOLVED**, that this closure shall occur during the approximate time period between 9:00 a.m. and 12:00 noon on May 25, 2019.

**BE IT FURTHER RESOLVED**, that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State Highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic\*). The detour route shall be as follows: Two-way traffic will be coordinated in the southbound portion of the highway. \*To be used when appropriate.

**BE IT FURTHER RESOLVED**, the City of Loves Park assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

**BE IT FURTHER RESOLVED**, that police officers or authorized flaggers shall at the expense of the City of Loves Park, be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

**BE IT FURTHER RESOLVED**, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

**BE IT FURTHER RESOLVED**, that all debris shall be removed by the City of Loves Park prior to reopening the State Highway.

**BE IT FURTHER RESOLVED**, that such signs, flags, barricades, etc., shall be used by the City of Loves Park as may be approved by the Illinois Department of Transportation. These items shall be provided by the City of Loves Park.

**BE IT FURTHER RESOLVED**, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

**BE IT FURTHER RESOLVED**, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (Note: This paragraph is applicable when the Resolution pertains to a Parade or when no detour is required).

**BE IT FURTHER RESOLVED**, that to the fullest extent permitted by law, the City of Loves Park shall be responsible for any and all injuries to persons or damages to property, and shall indemnify and hold harmless the Illinois Department of Transportation, its officers, employees and agents from any and all claims, lawsuits, actions, costs and fees (including reasonable attorneys' fees and expenses) of every nature or description, arising out of, resulting from or connected with the exercise of authority granted by the Department which is the subject of this Resolution. The obligation is binding upon the City of Loves Park regardless of whether or not such claim, damage, loss or expense is caused in part by the act, omission or negligence of the Department or its officers, employees or agents.

**BE IT FURTHER RESOLVED**, that the City of Loves Park shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the minimum amount of \$1,000,000.00 per person and \$2,000,000.00 aggregate which has the Illinois Department of Transportation and its officials, employees, and agents as insureds and which protects them from all claims arising from the requested road closing. A copy of said policy or endorsement will be provided to the Department before the road is closed.

**BE IT FURTHER RESOLVED**, that a copy of this Resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this Resolution and to operate as part of the conditions of said permission.

ADOPTED by the CITY COUNCIL of the CITY OF LOVES PARK this \_\_\_\_ day  
of \_\_\_\_\_, 2019, A.D.

\_\_\_\_\_  
MAYOR

ATTEST: \_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
John Jacobson – Finance & Admin Chairman

\_\_\_\_\_  
Mark Peterson – Vice Chairman

\_\_\_\_\_  
John Pruitt – Alderman

\_\_\_\_\_  
Charles Frykman - Alderman

Motion:

Second:

Voting: