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LOVES PARK CITY COUNCIL AGENDA
MONDAY, JUNE 1, 2020- 6 P.M.
VIRTUAL MEETING HELD AT WWW.CITYOFLOVESPARK.COM AND THE
CITY OF LOVES PARK'S FACEBOOK PAGE

- I. CALL TO ORDER**
- II. INVOCATION & PLEDGE OF ALLEGIANCE**
 - 1. Invocation given by Alderman Robert Schlensker 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**
- 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)**
- IX. UNFINISHED BUSINESS**

X. NEW BUSINESS

XI. RESOLUTIONS & MOTIONS

- 1. Resolution for the review and ratification of guidelines for outdoor seating areas for bars and restaurants.**

XII. ORDINANCES 2ND READING

XIII. ORDINANCES 1ST READING

- 1. Ordinance providing for a Class B Liquor License for 4722 N. Second Street.**

XIV. PUBLIC COMMENT

Anyone wishing to speak at the city council meeting shall contact the City Clerk's office preceding the scheduled meeting at 815-654-5034.

XV. EXECUTIVE SESSION

XVI. GOOD OF THE ORDER

XVII. ADJOURNMENT

CITY COUNCIL, CITY OF LOVES PARK, ILLINOIS

Journal of Proceedings

Regular Meeting, Tuesday, May 26, 2020

Virtual Meeting held at www.cityoflovespark.com

Mayor Gregory Jury called to order the online live-streamed meeting of the Loves Park City Council, as necessitated by the COVID-19 Virus Pandemic, at 6:00 p.m.

Alderman Clint Little opened the meeting with an invocation followed by the pledge of allegiance.

Present: Mayor Gregory Jury

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

Also Present: City Clerk Bob Burden
City Attorney Gino Galluzzo

1. Approve Minutes 05/18/20 The Journal of Proceedings for the regular meeting of May 18, 2020 was approved as submitted by the city clerk on a motion by Alderman Little. Second by Alderman Schlensker. Motion carried. 10 Ayes (Aldermen Little, Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett)
2. Trash Pick-up Delayed Mayor Jury announced that trash pick-up will be delayed this week due to the Memorial Day holiday and will be picked up on Saturday.
3. Water Department Bills Alderman Jacobson presented the Water Department bills dated May 18, 2020 in the amount of \$277,503.26, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Puckett, Little, Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson)
4. General Fund Bills Alderman Jacobson presented the General Fund bills dated May 18, 2020 in the amount of \$269,581.06, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Puckett, Little, Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson)
5. Public Safety Report Alderman Allton presented the Police Department Report dated May 26, 2020, to be placed on file.
6. Public Works Report Alderman Schlensker presented the Street Department Report dated May 26, 2020; presented the Water Department Report dated May 26, 2020, to be placed on file.
7. Building Department Alderman Frykman presented the Building Department Report for April 2020; New Commercial - \$0.00; New Residential - \$399,060.00; Others - \$565,860.00; Total Permits – 61; Permit Fees - \$9,127.00.
8. Finance & Administration Committee Alderman Jacobson of the Finance and Administration Committee presented General Fund and all other bills dated May 26, 2020 in the amount of \$280,311.59; for consideration at next week's city council meeting; presented the minutes from the committee meeting held May 18, 2020, to be placed on file.
9. Public Works Committee Alderman Schlensker of the Public Works Committee presented the Water Department list of bills dated May 26, 2020 in the amount of \$38,226.43, for consideration at next week's city council meeting; presented the minutes from the committee meeting held May 11, 2020, to be placed on file.

10. Codes & Regulations Alderman Peterson of the Codes and Regulations Committee presented the minutes from the committee meeting held April 27, 2020, to be placed on file.
11. Water Department to Purchase Replacement Pump For Well 1 Alderman Schlensker presented the following resolution and moved for its adoption: **RESOLVED**, that by the adoption of this Resolution, that the Water Department Manager is authorized to purchase a replacement high service pump from Pump Solutions, 1 Corporation, 4133 Courtney Street, Unit 2, Franksville, WI 53126 for the cost of \$23,925.00. Funds shall be drawn from Account No. 31-51-4111 (Well #1 Facility). Second by Alderman Jacobson. Motion carried. 10 Ayes (Aldermen Little, Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett) **RESOLUTION NO. 20-034**
12. Water Department To Pay Solutient Technologies LLC For Radium Sludge Removal Alderman Schlensker presented the following resolution and moved for its adoption: **RESOLVED**, that by the adoption of this Resolution, that the Water Department Manager is authorized to pay Solutient Technologies, LLC, 6616 Promway Avenue, NW, North Canton, Ohio, 44720 the sum of \$20,561.00 for removal of radium sludge from well #5 material overages. Funds shall be drawn from Account No. 31-51-4114 (Well #5 Facility). Second by Alderman Jacobson. Motion carried. 10 Ayes (Aldermen Little, Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett) **RESOLUTION NO. 20-035**
13. Seek Funding Through ReBuild Illinois Fast Track Public Infrastructure Program For River Lane Alderman Schlensker presented the following resolution and moved for its adoption: **RESOLVED**, that by the adoption of this Resolution, that the Director of Community Development and Public Works is hereby authorized to seek funding through a grant application to the ReBuild Illinois Fast Track Public Infrastructure program for the River Lane Reconstruction Program. Second by Alderman Jacobson. Motion carried. 10 Ayes (Aldermen Little, Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett) **RESOLUTION NO. 20-036**
14. 1st Reading Amendment To Outdoor Seating Regulations Alderman Jacobson presented for first reading an ordinance amending the Loves Park Code of Ordinances to allow for the creation, expansion and regulation of outdoor seating for bars and restaurants, and moved to waive the reading of the ordinance as all aldermen have been provided copies. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Little, Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett) Laid over
15. Suspend Rules Alderman Jacobson moved to suspend any and all rules to bring the above ordinance in for second reading. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Little, Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett)
16. ORD 4342-20 Amendment To Outdoor Seating Regulations Alderman Jacobson presented for second reading an ordinance amending the Loves Park Code of Ordinances to allow for the creation, expansion and regulation of outdoor seating for bars and restaurants, and moved for passage of the ordinance. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Little, Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett) **ORDINANCE NO. 4342-20**
17. Adjourn Alderman Jacobson moved that the meeting be adjourned. Second by Alderman Schlensker. Motion carried by voice vote. The meeting was adjourned at 6:14 p.m.

APPROVED:

Robert J. Burden, City Clerk

STANDING COMMITTEE MEETINGS:

Community Development:	Following City 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 rd 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: 06/01/2020

Subject: Police Activity Report

Police activity report for the week of 05/17/2020 through 05/23/2020

Calls for Service 355

Total Number of Arrests 81

Accidents 8

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 May 25, 2020 thru June 1, 2020

Previous week's activity:

1. Continued working on trucks.
2. Continued mowing.
3. Helped Water Dept.
4. Put up flags along N2nd.
5. Filled potholes.

Proposed work:

1. Continued working on trucks and equipment.
2. Take down the flags along N2nd.
3. We will be replacing the flags at the Field of Honor.
4. Continued mowing.
5. We are still a bit short staffed due to self-quarantining.

Loves Park Water Department

Weekly Activity Report

Submitted by: Craig McDonald
Department Manager

Date: **5/20/20-5/27/20**

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. Finished removing radium sludge at well #5
3. Continue drilling test well B at the well #7 site at 930 Windsor Road.
4. Repaired broken fire hydrant on Orth Rd.
5. Fixed main break at intersection of Milehigh Dr. and Basin Dr.

Work anticipated for this week:

1. Routine work
2. Continue drilling test well B at well #7 site at 930 Windsor Rd. and sampling for water quality
3. Notify customers of flushing throughout the city
4. Start hydrant flushing throughout the city

**CITY OF LOVES PARK
AGENDA
FINANCE & ADMINISTRATION COMMITTEE
MONDAY, JUNE 1, 2020 – 5:40 P.M.
VIRTUAL MEETING HELD AT WWW.CITYOFLOVESPARK.COM AND
THE CITY OF LOVES PARK’S FACEBOOK PAGE**

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

4. ITEMS FOR CONSIDERATION

A. Resolution for the review and ratification of guidelines for outdoor seating areas for bars and restaurants.

5. LIST OF BILLS

6. GENERAL DISCUSSION/PUBLIC COMMENT

Anyone wishing to speak at the city council meeting shall contact the City Clerk’s office preceding the scheduled meeting at 815-654-5034.

7. ADJOURN

FINANCE AND ADMINISTRATION COMMITTEE
MEETING MINUTES
VIRTUAL MEETING HELD AT WWW.CITYOFLOVESPARK.COM

DATE OF MEETING: May 26, 2020

CALLED TO ORDER: 5:42 P.M.

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

ALSO PRESENT: Mayor Jury, Attorney Galluzzo, Aldermen A. Marie Holmes, Robert Schlensker, Nancy Warden, Jim Puckett, Clint Little

MINUTES APPROVAL: May 18, 2020

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

ITEMS FOR CONSIDERATION

1. Ordinance amending the Loves Park Code of Ordinances to allow for the creation, expansion and regulation of outdoor seating for bars and restaurants.

Alderman Peterson moved to approve. Second by Alderman Frykman.
Motion carried. 4-0

2. List of Bills: No questions or concerns.
3. General Discussion
4. Adjournment.

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

Adjournment: 5:48 P.M.

RESPECTFULLY SUBMITTED: CHAIRMAN JACOBSON OF THE FINANCE COMMITTEE

CITY OF LOVES PARK

ALDERMAN JOHN JACOBSON

RESOLUTION NO.

DATE: JUNE 1, 2020

DEPARTMENT: FINANCE &
ADMINISTRATION COMMITTEE

A RESOLUTION OF THE CITY OF LOVES PARK AUTHORIZING GUIDELINES FOR OUTDOOR DINING AREAS

WHEREAS, on June 1st, 2020 the City of Loves Park ("City") amended the City's code of ordinances to allow for the creation, expansion, and regulation of outdoor seating for bars and restaurants ("Ordinance"); and

WHEREAS, pursuant to that Ordinance, the City desires to help bars and restaurants expand outdoor seating options by temporarily modifying City ordinances related to outdoor seating and liquor sales until the end of the COVID-19 pandemic or when the restrictions on social distancing in bars and restaurants are lifted, whichever occurs first; and

WHEREAS, the Ordinance designates the City's Director of Community Development ("Director") as having the authority to develop rules and regulations governing how bars and restaurants can expand their outdoor seating spaces; and

WHEREAS, the Director has created guidelines for open seating areas for bars and restaurants which are attached hereto and made a part of this resolution as Exhibit "A" ("Guidelines"); and

WHEREAS, the City Council desires to adopt these Guidelines, which may be amended by the Director from time to time, and require bars and restaurants located in the City to follow them, until the end of the COVID-19 pandemic or when the restrictions on social distancing in bars and restaurants are lifted, whichever occurs first.

NOW THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Loves Park, Winnebago and Boone Counties of Illinois, as follows:

SECTION 1. Preambles. The preambles to this Resolution be, and the same hereby are, incorporated into this Resolution by reference as if set out in this Section in full.

SECTION 2. Further Action. The City is hereby authorized to adopt the Guidelines attached in Exhibit "A", which the Director is authorized to amend as needed, and which will be in force until the end of the COVID-19 pandemic or when the restrictions on social distancing in bars and restaurants are lifted, whichever occurs first.

Passed and adopted by the Mayor of the City of Loves Park on this _____ day of June, 2020.

THE CITY OF LOVES PARK, ILLINOIS

Alderman John Jacobson, Chairman

Alderman Mark Peterson, Vice Chairman

Alderman John Pruitt

Alderman Charles Frykman

Mayor Gregory R. Jury

Attest: City Clerk Robert J. Burden

MOTION:

SECOND:

VOTING:



The unprecedented COVID outbreak, and the State of Illinois response to it, has been a hardship on all businesses in the State, and especially to those initially deemed non-essential. The Governor has indicated that he will begin allowing outdoor seating areas for bars and restaurants (“Establishments”) in the State on May 29, 2020.

The City of Loves Park has always taken pride in being a “business friendly” community and is implementing a process for expediting the creation or modification of outdoor seating areas (“OSAs”), with the least amount of effort and cost while ensuring public health and safety. As such, the City is not going to require any type of permit to open the new OSAs in an effort to allow Establishments to open quickly, but the City will want to ensure that OSA’s are created in a manner which protects the health, safety and orderly conduct of the community. As such, the City will require that businesses adhere to the guidelines referenced herein, where feasible, and that they notify the City by e-mail to stevehthompson@cityoflovespark.com prior to opening any OSA. The City will perform inspections from time to time, and reserves the right to establish new guidelines and/or request modifications to an OSA which City inspectors feel is necessary to protect health, safety and orderly conduct.

Establishment owners will still be responsible for all aspects of food safety and other public health guidelines established by the Winnebago County Health Department, and the City encourages Establishment owners to keep up to date on and practice current CDC recommendations related to the pandemic. The permission to operate OSAs is a **temporary permission** for Establishments while indoor dining is not allowed and does not create any permanent rights of Establishment owners to keep, operate or maintain the OSAs. This temporary permission to operate OSAs may be revoked by the City, at any time, for an individual Establishment, all Establishments, or at such time as the City determines the temporary permission to operate OSAs is no longer necessary.

The City’s Director of Community Development, Steve Thompson (“Director”), shall have the authority of the City to develop rules and regulations governing how Establishments operate their OSAs and will coordinate with the City’s police and fire chiefs to assure that necessary public health and safety guidelines are being met. The Director is empowered to enforce the City’s rules and regulations, to direct an Establishment to make any changes to the OSA he deems necessary, and if necessary, to revoke an Establishment’s temporary permission to have an OSA if the Establishment is not following applicable City, County or State regulations.

The following are a minimal set of guidelines that Establishments must follow on a continuing basis. The City reserves the right to amend, enhance, or change rules and regulations at any time.

1. Tables must not block entrances, exits, fire lanes, fire hydrants, sprinkler connection points, drive aisles, back-up areas, and pedestrian or handicapped access unless such pedestrian or handicapped access is re-designated. Handicap parking may be temporarily re-designated to accommodate outdoor dining. Such re-designation must be marked with signage clearly visible and of sufficient size as to provide notice to the public, be in

accordance with local and state law for such handicap spaces and be indicated clearly on the plan submitted to the City. The restaurant or bar remains responsible for ADA compliance.

2. Parking spaces may be used for dining tables, but there must be a physical barrier or separation to protect customers from vehicle traffic, such as bollards or planter boxes. It is encouraged that fencing be placed around the OSA to visually separate the area from commonly used motor vehicle access and to control patron entrance and exit choices to minimize negative pedestrian-motor vehicle interfacing.
3. If the restaurant or bar has a drive-through lane or curbside location for pickup, the seating area must be physically protected by barriers that will prevent drivers from potentially driving through the seating area. In some instances, in order to meet these criteria, restaurants or bars may have to block off drive-through lanes with parked vehicles and or suspend curbside and drive-through services if the layout of the planned outdoor dining area is not capable of being safely separated from vehicular access.
4. The outdoor seating plan must meet Fire Department standards, including points of egress, access to fire extinguishers, and tent and awning ratings if applicable. If a tent or canopy is to be used it must be fire rated and meet the fire rating for the tent or canopy to be approved.
5. Access to indoor restrooms must be made available. Patrons and restaurant or bar employees shall wear masks when inside the restaurant in accordance with CDC guidelines when social distancing cannot be maintained.
6. Operating hours may not exceed the hours of the restaurant's indoor operations.
7. Rules regarding indoor seating during the COVID-19 lockdown shall continue to be as directed by the City or State as such may be amended from time to time.
8. All local, State and Federal laws and regulations regarding the sale and serving of alcohol must be followed.
9. Within the first week of operation of an OSA, City staff may visit your location to make sure the operation is within the State & Local guidelines. At this time, there may be additional recommendations/regulations given for the safety of your staff and patrons or to meet existing Fire and Building Codes. These recommendations/regulations must be met within the given timeframe to continue utilizing OSA(s).
10. The City Council is discussing rules relating to live music, recorded music and broadcast music on June 1, 2020. We anticipate providing further guidance on June 2, 2020. In the meantime, we ask that all music be kept at a level not to disturb residential areas.

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE ISSUANCE OF A CLASS “B” LIQUOR LICENSE TO I NEED A BOTTLE AND CONVENIENCE, INC. d/b/a “VIP CONVENIENCE STORE” PURSUANT TO CHAPTER 6, SECTION 6-37 OF THE CODE OF ORDINANCES OF THE CITY OF LOVES PARK, ILLINOIS

WHEREAS, Chapter 6, Sections 6-37 and 6-43 of the Loves Park Code of Ordinances (“Code”) of the City of Loves Park (“City”) regulate the number and classes of liquor licenses, respectively, existing within the City; and

WHEREAS, a Class “B” liquor license authorizes the retail sale of packaged alcoholic liquor but not for consumption on the premises where sold; and

WHEREAS, the City now desires to approve the issuance of a Class “B” liquor license to I Need a Bottle and Convenience Inc., doing business as “VIP Convenience Store” (“Licensee”), pursuant to Chapter 6, Section 6-37 of the Code; and

WHEREAS, said liquor license shall be issued for use only within that part of the building located at 4722 North Second Street, Loves Park, Illinois, 61111; and

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOVES PARK, WINNEBAGO COUNTY, ILLINOIS, AS FOLLOWS:

1. The above recitals are incorporated by reference herein and made a part hereof.
2. The issuance of a Class “B” liquor license to the Licensee for use at the Premises is hereby approved pursuant to Chapter 6, Section 6-37 of the Code.
3. Final issuance of the liquor license by the local liquor commissioner will be subject to review and approval of the liquor license application by the local liquor commissioner along with compliance by Licensee with all Ordinances of the City of Loves Park and all applicable State and/or Federal laws.
4. All other provisions of the Code and any City Ordinances or Resolutions shall remain in effect as previously enacted except that those Ordinances, Resolutions or parts thereof in conflict with the provisions of this Ordinance are hereby repealed.
5. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

APPROVED:

Mayor Greg Jury

ATTEST:

City Clerk Robert Burden

PASSED:

APPROVED:

PUBLISHED: In pamphlet form as required by Ordinance.