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**LOVES PARK CITY COUNCIL AGENDA**  
**MONDAY, NOVEMBER 16, 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 Doug Allton, 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 authorizing Final Plat of Rock Cut Business Park Plat No. 8.**
- 2. Resolution authorizing the Street Department Manager to hire Fehr Graham & Associates to develop a Loves Park Creek Watershed.**

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

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

**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, Monday, November 9, 2020  
Virtual Meeting held at [www.cityoflovespark.com](http://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.

City Clerk Bob Burden opened the meeting with an invocation followed by the pledge of allegiance.

Present: Mayor Gregory Jury

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

Also Present: City Clerk Bob Burden  
City Attorney Gino Galluzzo

1. Approve Minutes 11/2/20 The Journal of Proceedings for the regular meeting of November 2, 2020 was approved as submitted by the city clerk on a motion by Alderman Little. Second by Alderman Schlensker. *Discussion: Alderman Frykman commented that an error was made in last week's minutes which incorrectly stated that he seconded motions in lines 25 and 27. Alderman Jacobson stated that it was he that seconded both motions.* Motion carried as amended. 10 Ayes (Aldermen Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt, Frykman, Peterson, Holmes)
2. Illinois Commerce Hearing Received a notice from the Illinois Commerce Commission of a pre-hearing conference regarding Commonwealth Edison, to be held November 16, 2020, in the Offices of the Commission, Chicago, IL. Placed on file.
3. Proclamation Mayor Jury read a proclamation proclaiming November 15-22, 2020, to be "National Hunger and Homelessness Awareness Week" in the City of Loves Park.
4. Water Department Bills Alderman Jacobson presented the Water Department bills dated November 2, 2020 in the amount of \$117,095.96, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt, Frykman, Peterson, Holmes)
5. General Fund Bills Alderman Jacobson presented the General Fund bills dated November 2, 2020 in the amount of \$44,795.91, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Holmes, Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt, Frykman, Peterson)
6. Public Safety Report Alderman Allton presented the Police Department Report dated November 9, 2020, to be placed on file.
7. Public Works Report Alderman Schlensker presented the Street Department Report dated November 9, 2020; presented the Water Department Report dated November 9, 2020, to be placed on file.
8. Finance & Administration Committee Alderman Jacobson of the Finance and Administration Committee presented General Fund and all other bills dated November 9, 2020 in the amount of \$333,967.68, for consideration at next week's city council meeting; presented the minutes from the committee meeting held November 2, 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 November 9, 2020 in the amount of \$29,106.29; for consideration at next week's city council meeting.
10. Community Development Alderman Frykman of the Community Development Committee announced that a committee meeting will be held Monday, November 16, 2020 at 6:15 p.m.
11. IMLRMA & MIN/MAX Program Renewal Alderman Jacobson presented the following resolution and moved for its adoption: **RESOLVED**, that by the adoption of this Resolution, that the City of Loves Park shall continue participation with the Illinois Municipal League Risk Management Association for insurance for city property, worker's compensation and liability insurance for the year 2021. The City Treasurer is authorized to make one premium payment in the amount of \$423,460.30, to be paid in full on or before November 20, 2020, in order to receive the early pay discount of \$4,259.70. Payment to be drawn from Account No. 01-01-6310 (Insurance of City Property). Be it further resolved that the City shall participate in the MIN/MAX Program, and the Mayor is authorized to sign the Illinois Municipal League Risk Management Association Minimum/Maximum Contribution Agreement for 2020. Second by Alderman Peterson. *Discussion: Mayor Jury thanked Clerk Burden for his work in negotiating the renewals.* Motion carried. 10 Ayes (Aldermen Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt, Frykman, Peterson, Holmes)  
**RESOLUTION NO. 20-068**
12. 2<sup>nd</sup> Reading Variance For 5105 N. Second Street Denied Alderman Frykman presented for second reading an ordinance allowing for a Variance in rear yard setback for the property known as 5105 N. Second Street, and moved for passage of the ordinance. Second by Alderman Warden. *Discussion: Alderman Frykman commented that the committee recommends denial of this ordinance.* Motion denied. 10 Nays (Aldermen Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt, Frykman, Peterson, Holmes)  
**ORDINANCE DENIED**
13. ORD 4376-20 Text Amendment Chapter 102 Definitions Alderman Frykman presented for second reading an ordinance amending Chapter 102, Article I, In General, Section 102-9, Definitions, of the Loves Park Code of Ordinance, and moved for passage of the ordinance. Second by Alderman Warden. Motion carried. 10 Ayes (Aldermen Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt, Frykman, Peterson, Holmes)  
**ORDINANCE NO. 4376-20**
14. ORD 4377-20 Text Amendment Chapter 102 Home Occupations Alderman Frykman presented for second reading an ordinance amending Chapter 102, Article IV, Home Occupations, Section 102-213, Required Conditions, of the Loves Park Code of Ordinances, and moved for passage of the ordinance. Second by Alderman Warden. Motion carried. 10 Ayes (Aldermen Schlensker, Allton, Warden, Jacobson, Puckett, Little, Pruitt, Frykman, Peterson, Holmes)  
**ORDINANCE NO. 4377-20**
15. Alderman Little Alderman Little asked if a schedule has been made for the leaf vacuuming.
16. Leaf Vacuuming Public Works Director Steve Thompson stated that for now leaf vacuuming crews will be throughout the whole city.
17. Adjourn Alderman Jacobson moved that the meeting be adjourned. Second by Alderman Pruitt. Motion carried by voice vote. The meeting was adjourned at 6:16 p.m.

**APPROVED:**

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**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: 11/16/2020

Subject: Police Activity Report

Police activity report for the week of 11/01/2020 through 11/07/2020

Calls for Service 455

Total Number of Arrests 147

Accidents 7

MICHAEL MCCAMMOND  
DEPUTY CHIEF OF POLICE

CHARLES LYNDE  
CHIEF OF POLICE

SHANE LYNCH  
DEPUTY CHIEF OF POLICE

# Loves Park Water Department

## Weekly Activity Report

Submitted by: Craig McDonald  
Department Manager

Date: 11/4/20-11/11/20

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. Monitor water main project on Mulford Rd and Broadcast Pkwy
3. Repaired main break at 5005 Woodlake Dr.
4. Replaced main valve on John Ct.
5. Removed two abandoned service vales and added a main valve on Elm Ct.

Work anticipated for this week:

1. Routine work
2. Monitor water main project on Mulford Rd and Broadcast Pkwy
3. Repair service leak at 5017 Illinois St.
4. Replace fire hydrant at the end of Bunker Hill Ct.
5. Repair service leak at 5356 Pebble Creek Trail



# Loves Park Water Department

## Weekly Activity Report

Submitted by: Craig McDonald  
Department Manager

Date: **10/28/20-11/4/20**

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. Monitor water main project on Mulford Rd and Broadcast Pkwy
3. Repaired generators at wells 3 and 6
4. Patched driveway at well #5
5. Finished preparing all facilities for cold weather
6. Abandoned flushing whip at the end of Forest Hills Ct.

Work anticipated for this week:

1. Routine work
2. Monitor water main project on Mulford Rd and Broadcast Pkwy
3. Replace malfunctioning valve at well #5
4. Replace hydrant and main valve on John Ct.
5. Replace hydrant and service valve on Elm Ct.

**MONTHLY BUILDING REPORT LOVES PARK  
OCTOBER 2020 SUMMARY**

		<b>VALUATION</b>
<b>COMMERCIAL/ASSEMBLY NEW CONSTRUCTION*</b>	0 UNITS	\$0.00
<b>RESIDENTIAL NEW CONSTRUCTION</b>	5 UNITS	\$577,392.00
<b>OTHERS (Remodels, Additions, Accessory Structures, Roofs, Siding etc. <u>This total is building permits only</u>)</b>	126	\$1,309,887.00
<b>Valuation Grand Total</b>		<b>\$1,887,279.00</b>
<b>TOTAL PERMITS ISSUED (ALL TRADES)</b>	<b>182</b>	
<b>PERMIT FEES COLLECTED</b>	<b>\$20,062.00</b>	

**MONTHLY FEES COLLECTED- MACHESNEY PARK  
OCTOBER 2020 SUMMARY**

PERMIT FEES	\$4,061.60
INSPECTION FEES	\$0.00
<b>TOTAL</b>	<b>\$4,061.60</b>

<b>OCTOBER 2020 RESIDENTIAL/NEW CONSTRUCTION</b>			
<b>ADDRESS</b>	<b>STREET NAME</b>	<b>BUILDING EST VALUE (\$)</b>	<b>BLDG PERMIT APPL DATE</b>
<b>TOTAL COMMERCIAL/ASSEMBLY</b>		<b>\$0.00</b>	<b>0</b>
6807	AUDREE LANE	\$97,668.00	02-Oct-20
6805	AUDREE LANE	\$97,668.00	02-Oct-20
6803	AUDREE LANE	\$97,668.00	02-Oct-20
6801	AUDREE LANE	\$97,668.00	02-Oct-20
7330-7332	CHUCKS WAY	\$186,720.00	28-Oct-20
<b>TOTAL RESIDENTIAL</b>		<b>\$577,392.00</b>	<b>5</b>

**CITY OF LOVES PARK  
COMMITTEE OF THE WHOLE MEETING AGENDA  
NOVEMBER 16, 2020 – 6:15 P.M.  
VIRTUAL MEETING HELD AT [WWW.CITYOFLOVESPARK.COM](http://WWW.CITYOFLOVESPARK.COM) AND  
THE CITY OF LOVES PARK'S FACEBOOK PAGE**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. ITEMS FOR CONSIDERATION**

A. Discussion regarding the purchase of an ambulance for the Loves Park Fire Department.

**4. LIST OF BILLS**

**5. GENERAL DISCUSSION/PUBLIC COMMENT**

**6. ADJOURN**

Loves Park Fire  
Department

# 2020 EMS Summary

# Ambulance Revenue

**Medic 80**

261 Transports

**Medic 81**

1238 Transports

**Medic 82**

765 Transports

**Total**

*as of 11/11/2020*

2264

Average Revenue

*per Transport*

\$459.00

Estimated Revenue

*as of 11/11/2020*

\$1,039,176.00

Estimated Revenue

*for all of 2020*

\$1,100,486.00

North Park Medic 8  
Transports 219

Other Fire Departments 8

Private EMS 82

TOTAL Missed Transports *as of 11/11/2020*  
309

Estimated Missed Revenue  
\$141,831.00

## Missed Revenue

# Acuity Level of Calls

- Advanced Life Support (ALS) 1271 calls = 57%
- Basic Life Support (BLS) 958 calls = 42%
- (Example) Rockford Average (ALS) 20.5%



# Response Times

River to Alpine	
Census Tracts	Response Time
3	6.31
4.03	4.61
2	5.49
1.04	4.23
1.05	5.6
1.01	6.99
<b>Average</b>	<b>5.54 minutes</b>

Alpine to Mulford	
Census Tracts	Response Time
38.08	6.01
38.09	6.18
5.04	5.13
<b>Average</b>	<b>5.58 minutes</b>

Mulford to East City Limit	
Census Tracts	Response Time
38.07	7.92
106.02	12.56
105	10.46
<b>Average</b>	<b>10.31 minutes</b>

# Repair Costs

Medic 80	
Purchased	12/3/2018
Miles	75,019
Cost	\$42,000.00
Repair Costs	
2019/2020	\$1,868
2020/2021	\$2,382

Medic 81	
Purchased	01/08/2020
Miles	134,779
Cost	\$20,000.00
Repair Costs	
2019/2020	\$7,562.61
2020/2021	\$8,812.81

Medic 82	
Purchased	09/30/2019
Miles	40,000
Cost	\$19,000.00
Repair Costs	
2019/2020	\$ n/a
2020/2021	\$4,537

# Summary



Lost Revenue with Down Time



Increased Response Time / High Acuity Level



Crossover of Repair Costs vs. Buy New

**CITY OF LOVES PARK  
AGENDA  
FINANCE & ADMINISTRATION COMMITTEE  
MONDAY, NOVEMBER 16, 2020 – 5:40 P.M.  
VIRTUAL MEETING HELD AT [WWW.CITYOFLOVESPARK.COM](http://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**

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: November 9, 2020

CALLED TO ORDER: 5:40 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, Clerk Bob Burden, Steve Thompson

MINUTES APPROVAL: November 2, 2020

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

ITEMS FOR CONSIDERATION

1. Resolution authorizing the continued participation with the Illinois Municipal League Risk Management Association for insurance for city property, workers' compensation and liability insurance for the year 2021.

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

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: 5:46 P.M.

RESPECTFULLY SUBMITTED: ALDERMAN JOHN JACOBSON OF THE FINANCE COMMITTEE



**CITY OF LOVES PARK  
AGENDA  
PUBLIC WORKS COMMITTEE  
November 2, 2020  
5:15 P.M.**

**Virtual meeting to be held via ZOOM**

- I. Approval of Minutes
  - A. Approval of Minutes from the October 19, 2020 meeting.
- II. Resolutions & Ordinances
  - A. Resolution authorizing the Street Department Manager to hire Medrano's Landscaping for snow removal for City properties
- III. Project Updates/Directors Report:
  - A. ITEP grant application for N. 2<sup>nd</sup> Streetscape Improvement
- IV. General Discussion/Public Comment

*Public Comments will be taken upon registration with City Clerk's Office prior to meeting. Please contact Loves Park City Clerk's Office at 815-654-5034 to participate in the Public Comment.*

- V. Adjourn

PUBLIC WORKS COMMITTEE MEETING MINUTES

DATE OF MEETING: October 19, 2020

CALLED TO ORDER: 5:15 P.M.

MEMBERS PRESENT: Ald. Holmes (zoom), Ald. Pruitt and Ald. Schlensker

MEMBERS ABSENT: Ald. Jacobson

ALSO PRESENT: Mayor Jury, Steve Thompson, Ald. Pucket, Ald. Little, Ald. Frykman (zoom), Ald. Warden, Ald. Peterson and Attorney Galluzzo

APPROVAL OF MINUTES: October 5, 2020  
Ald. Pruitt moved to approve said motion. Ald. Marie seconded said motion.  
Motion carried 3 ayes – 0 nays

MATTERS PROPOSED, DISCUSSED OR DECIDED AND RECORD OF VOTES TAKEN:

1. A Resolution was decided to enter into a Lease Agreement with Rock River Disposal.  
Ald. Holmes moved to approve said motion. Ald. Pruitt seconded said motion.  
Motion carried 3 ayes – 0 nays
2. A Resolution was decided to enter into a Lease Agreement with Rock River Disposal Holding Company.  
Ald. Pruitt moved to approve said motion. Ald. Schlensker seconded said motion.  
Motion carried 3 ayes – 0 nays
3. A consideration for a variance for a residential driveway approach width from allowable 23 feet to a requested 30 feet at 5855 Windy Knoll Drive.

Alderman Holmes moved for adjournment at 5:30 p.m.; seconded by Alderman Pruitt  
The motion to adjourn was approved by a vote of 3 ayes – 0 nays.

RESPECTFULLY SUBMITTED, ROB SCHLENSKER CHAIRMAN OF THE PUBLIC WORKS COMMITTEE



## **AGENDA**

City of Loves Park  
**Community Development Committee Meeting**  
**November 16, 2020**

**VIRTUAL MEETING:**  
[WWW.CITYOFLOVESPARK.COM](http://WWW.CITYOFLOVESPARK.COM)  
**& CITY OF LOVES PARK FACEBOOK ACCOUNT**  
**5 P.M.**

1. Roll call and declaration of a quorum
2. Reading and approval of the minutes from the **October 26, 2020** meeting
3. Report from the Community Development Department – None
4. Unfinished business – None
5. New business –

**A. Final Plat Rock Cut Business Park #8**

6. Public participation & comment -

Anyone who wishes to speak regarding a petition shall contact the Zoning Officer 24 hours preceding the scheduled meeting.

7. General discussion
8. Adjournment





## Community Development Committee Meeting Minutes

**Date of Meeting:** October 26, 2020      **Start Time:** 6:17 PM

**Members Present:**

Ald Frykman	X
Ald Holmes	X
Ald Warden	X
Ald Allton	X

**Staff Present:**

Andrew Quintanilla	X
Steve Thompson	X
Nathan Bruck	X

**Others Present:**

Mayor Jury	X
Ald Puckett	X
Ald Little	X
Ald Pruitt	
Ald Schlensker	
Ald Jacobson	
Ald Peterson	X
Gino Galluzzo	X

**Approval of Minutes :**      **Date:** October 5, 2020

Motion: Ald. Warden      Second: Ald. Holmes      Vote: 4-0

**Old Business: NONE**

**New Business:**

**A. 5105 N. SECOND STREET** - A Variance from a required rear 10 foot setback to a requested 4 foot setback for an above ground pool in the (Commercial Retail) Zoning District.  
District.

**Petitioner:** Jessica Eccles

Objectors Present:

Yes

No

X

Motion to Approve/Deny/Lay Over:

Deny

Vote: 4-0

By:

Ald. Holmes

Second:

Ald. Warden

Conditions:

None

**Notes/Petitioners:**

Applicant did not show for the petition. Applicant verbally requested to withdraw petition, but has not provided anything in writing making the request. Staff spoke with and emailed applicant for confirmation of attendance. Staff was informed by phone there was no further interest in pursuing the zoning change.

**B. 5730 WHISPERING WAY** - A Variance to expand the existing driveway in front of and alongside of the home as presented in the R1 (Single Family Residential) Zoning District.

**Petitioner:**

Kevin King

Objectors Present:

Yes

No

X

Motion to Approve/Deny/Lay Over:

Approve

Vote: 4-0

By:

Ald. Warden

Second:

Ald. Holmes

Conditions:

None

**Notes/Petitioners:**

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**C. Text Amendment - Chapter 102, Article IV, Home Occupations, Section 102-213**

**Petitioner:**

City of Loves Park

Objectors Present:

Yes

No

X

Motion to Approve/Deny/Lay Over:

Approve

Vote: 4-0

By: Ald. Warden  
Second: Ald. Allton  
Conditions: None

**Notes/Petitioners:**

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**D. Text Amendment - Chapter 102, Article I, In General, Section 102-9, Definitions**

**Petitioner:** City of Loves Park

Objectors Present:

Yes   
No

Motion to Approve/Deny/Lay Over: Approve Vote: 4-0

By: Ald. Warden  
Second: Ald. Allton  
Conditions: None

**Notes/Petitioners:**

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**E/F. Text Amendment - Chapter 102, Article I, In General, Section 102-9, Definitions, Chapter 102 Article III, Division 3 - Commercial, Section 102-174, Chapter 102 Article III, Division 4 - Industrial, Section 102-188**

**Petitioner:** City of Loves Park

Objectors Present:

Yes   
No

Motion to Approve/Deny/Lay Over: Approve Vote: 4-0

By: Ald. Warden  
Second: Ald. Allton  
Conditions: None

**Notes/Petitioners:**

Discussion on distances from schools and residential districts. Amended #21 (a) from 500 to 1000 linear feet. Discussed under item F, which is actually last item on agenda item E. Visual representation of properties impacted by distancing requirement made available to City Council before vote on Nov. 2nd City Council meeting.

**Public Participation and Comment:**

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**General Discussion:**

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**Adjournment:**

Motion by:	Ald. Warden
Second:	Ald. Allton
End Time:	7:02 PM

Respectfully submitted by Alderman Chuck Frykman, Chairman of the Community Development Committee



**AGENDA**  
**LOVES PARK ZONING BOARD OF APPEALS**  
**November 19, 2020**

**VIRTUAL MEETING**  
**[WWW.CITYOFLOVESPARK.COM](http://WWW.CITYOFLOVESPARK.COM)**  
**& CITY OF LOVES PARK FACEBOOK ACCOUNT**  
**5:30 P.M.**

1. Roll call and declaration of a quorum
2. Reading and approval of the minutes from the **October 22, 2020** meeting
3. Report from the Zoning Office - None
4. Unfinished business –
  - A. **668 TRENT LANE** – A Variance to allow a 6 foot fence in the required front yard building setback behind the home on Paisley Drive in the R1 (Single Family Residential) Zoning District.
5. New business –
  - A. **42XX BELL SCHOOL ROAD** – A renewal of a Special Use Permit for a semi/semi-trailer parking lot in conjunction with the Road Ranger gasoline station in the CR (Commercial Retail) and East Riverside / I-90 Overlay Districts.
  - B. **7290 E. RIVERSIDE BOULEVARD** – A Special Use Permit for a drive-thru in IL\_CR (Light Industrial\_Commercial Retail) and East Riverside / I-90 Overlay District.
  - C. **5767 WHISPERING WAY** – A Variance from a required 14,600 square foot lot size to a requested 13,197 square foot lot in the R3A (Four-family Residential) Zoning District.
  - D. **5767 WHISPERING WAY** – A Variance from a required 6 foot side yard setback to a requested 5 feet 4 inch side yard setback in the R3A (Four-family Residential) Zoning District.

- E. **5733 WHISPERING WAY** – A Variance from a required 14,600 square foot lot size to a requested 12,156 square foot lot in the R3A (Four-family Residential) Zoning District.
- F. **5733 WHISPERING WAY** – A Variance from a required 6 foot side yard setback to a requested 5 foot 4 inch side yard setback in the R3A (Four-family Residential) Zoning District.
- G. **5733 WHISPERING WAY** – A Variance from a required 80 foot lot width at the building setback line to a requested 52.33 foot lot width at the building setback line in the R3A (Four-family Residential) Zoning District.
- H. **520 E. RIVERSIDE BOULEVARD** – A Zoning Map Amendment from the CR (Commercial Retail) Zoning District to the R1 (Single Family Residential) Zoning District.
- I. **526 E. RIVERSIDE BOULEVARD** – A Zoning Map Amendment from the CR (Commercial Retail) Zoning District to the R1 (Single Family Residential) Zoning District.

6. Public participation & comment –

*Anyone who wishes to speak regarding a petition shall contact the Zoning Officer 24 hours preceding the scheduled meeting.*

7. General discussion

8. Adjournment

Andrew Quintanilla  
Zoning Officer

**MINUTES OF THE LOVES PARK ZONING BOARD OF APPEALS  
THURSDAY, OCTOBER 22, 2020  
5:30 P.M.  
CITY COUNCIL CHAMBERS  
LOVES PARK CITY HALL**

1. VICE CHAIRMAN SHAWN NOVAK CALLED THE MEETING TO ORDER AT 5:30 P.M.

MEMBERS PRESENT: DENNIS HENDRICKS, SHAWN NOVAK, LYNDI TOO HILL,  
BEN DANIELSON, MIKE OWENS

MEMBERS ABSENT: ALISE HOWLETT, CATHY NELSON

OTHERS PRESENT: ANDREW QUINTANILLA – ZONING OFFICER  
STEVE THOMPSON  
ATTORNEY PHIL NICOLOSI  
SHEILA MILLS - SECRETARY

2. MINUTES

Mr. Owens moved to approve the minutes from the meeting held October 15, 2020.  
Second by Mr. Hendricks. Motion carried by voice vote.

3. ZONING OFFICE REPORT

None

4. UNFINISHED BUSINESS

None

5. NEW BUSINESS

**A. TEXT AMENDMENT(S)**

CHAPTER 102, ARTICLE I, IN GENERAL, SECTION 102-9, DEFINITIONS  
CHAPTER 102, ARTICLE III, DIVISION 3 – COMMERCIAL, SECTION 102-174  
CHAPTER 102, ARTICLE III, DIVISION 4 – INDUSTRIAL, SECTION 102-188

Mr. Thompson stated that these text amendments will allow for the zoning of a cannabis dispensary in the city.

Mr. Owens moved to approve the Text Amendments for Chapter 102, Article I, In General, Section 102-9, Definitions; Chapter 102, Article III, Division 3 – Commercial, Section 102-174; Chapter 102, Article III, Division 4 – Industrial, Section 102-188. Second by Mr. Hendricks.

**MOTION APPROVED 5-0**

6. PUBLIC PARTICIPATION AND COMMENT

None

7. General Discussion

None

Mr. Owens moved that the meeting be adjourned. Second by Mr. Danielson. Motion carried by voice vote. The meeting adjourned at 5:40 p.m.

Sheila Mills, Secretary



**CITY OF LOVES PARK**

**BY ALDERMAN: Chuck Frykman**

**RESOLUTION NO:**

**COMMITTEE: Community Development**

**DATE: November 16, 2020**

Resolved, by the adoption of this Resolution,

that ***Final Plat of Rock Cut Business Park Plat No. 8***, being a subdivision of part of the Northwest quarter of section 2, township 44 North, Range 2 East of the Third Principal Meridian and being a Resubdivision of Lot 22 of Plat No. 6 of Rock Cut Business Park Subdivision, City of Loves Park, Winnebago County, Illinois, be approved as recommended by the City of Loves Park Community Development Committee.

MOTION:

SECOND:

**Community Development Committee:**

\_\_\_\_\_  
Alderman Chuck Frykman, Chairman

\_\_\_\_\_  
Alderman A. Marie Holmes

\_\_\_\_\_  
Alderman Doug Allton

\_\_\_\_\_  
Alderman Nancy Warden

\_\_\_\_\_  
Mayor Greg Jury

\_\_\_\_\_  
ATTEST - Clerk Robert Burden

# City of Loves Park

## Department of Public Works

By Alderman Robert Schlensker Resolution No. \_\_\_\_\_

Date: November 16, 2020

**Resolved by the adoption of this Resolution,** the Street Department Manager is authorized to hire Fehr Graham & Associates, 200 Prairie Street, Suite 208, Rockford, IL 61107 for professional civil engineering services to develop a Loves Park Creek Watershed based plan at a cost not to exceed Thirty-nine Thousand, Seven Hundred Dollars (\$39,700.00). The scope of work is defined on the attached "Proposal for Services"

Funds shall be taken from Account No. 01-11-8047 (Engineering miscellaneous) for the expense.

\_\_\_\_\_  
Gregory R. Jury – Mayor

\_\_\_\_\_  
Robert Schlensker – Public Works Chairman

\_\_\_\_\_  
John Jacobson – Vice Chairman

\_\_\_\_\_  
A. Marie Holmes – Alderman

\_\_\_\_\_  
Attest: Robert J. Burden, City Clerk

\_\_\_\_\_  
John Pruitt – Alderman

Motion:

Second:

Voting:

November 2, 2020

Mr. Steve Thompson  
Director of Public Works & Development  
City of Loves Park  
100 Heart Boulevard  
Loves Park, Illinois 61111

**RE: Loves Park Creek  
EPA Watershed Based Plan**

Dear Mr. Thompson,

The City of Loves Park would like to prepare a watershed based plan for Loves Park Creek's upstream reach. The attached exhibit depicts the limits of the watershed. There are nine required elements of a watershed based plan as dictated by the Environmental Protection Agency (EPA) who provides funding for plans and projects related to water quality.

1. Identification of causes of impairment and pollutant sources or groups of similar sources that need to be controlled to achieve needed load reductions, and any other goals identified in the watershed plan. Sources that need to be controlled should be identified at the significant subcategory level along with estimates of the extent to which they are present in the watershed.
2. An estimate of the load reductions expected from management measures.
3. A description of the nonpoint source management measures that will need to be implemented to achieve local reductions in Item 2, and a description of the critical areas in which those measures will be needed to implement this plan.
4. Estimate of the amounts of technical and financial assistance needed, associated costs, and/or the sources and authorities that will be relied upon to implement this plan.
5. An information and education component used to enhance public understanding of the plan and encourage their early and continued participation in selecting, designing, and implementing the nonpoint source management measures that will be implemented.
6. Schedule for implementing the nonpoint source management measures identified in this plan that is reasonably expeditious.
7. A description of interim measurable milestones for determining whether nonpoint source management measures or other control actions are being implemented.
8. A set of criteria that can be used to determine whether loading reductions are being achieved over time and substantial progress is being made toward attaining water quality standards.
9. A monitoring component to evaluate the effectiveness of the implementation efforts over time, measured against the criteria established under Item 8.

## SCOPE OF SERVICES

### Loves Park Creek Watershed Based Plan

Fehr Graham will provide a final report documenting all of the outreach and elements of the watershed plan. Data that is available publicly and as provided by the City will be used to document current water quality conditions, identify pollutant loadings, plan projects to reduce pollutant loadings, and document schedule and steps for managing the watershed moving forward. Analysis and reporting is anticipated to include:

- Pollutant Load Calculations
- Field Visit and Photo Documentation
- Project Based Pollutant Reductions
- Project Cost Opinions
- Funding Overview
- Responsibilities of Stakeholder Groups
- Regulatory Recommendations
- Monitoring Plan

### Deliverables

- Final Watershed Based Plan Report

### Meetings

Outreach to stakeholders and the public is a required element of the plan. We will run three online meetings throughout the duration of the project to promote the watershed plan and create awareness of the water quality issues in the area. Comments will be taken through an online form available on the City's website. A joint meeting with the City of Rockford, Village of Machesney Park, Rockford Park District, Rock Valley College, and the Forest Preserves of Winnebago County is anticipated to inform nearby stakeholders of the goals of the plan and opportunities for water quality improvement collaboration and funding. In addition to outreach meetings, two meetings with the City of Loves Park are anticipated.

## EXCLUSIONS

The following items are **not** included in the scope of services proposed here within:

- Design of Projects
- Permitting
- Site survey
- Water Quality Monitoring
- Geotechnical studies
- Environmental studies
- Construction services

Any of the above services can be performed as an additional cost to the project upon request.

**FEES**

At this time, we are prepared to complete the scope of work as detailed above on a time and materials basis in accordance with the following schedule of fees:

Watershed Based Plan	\$31,500
Meetings	<u>\$8,200</u>
<b>Total</b>	<b>\$39,700</b>


Payment for the services rendered will be requested via an invoice prepared monthly.

**AUTHORIZATION**

We appreciate the opportunity to provide you with this proposal and trust that the information we have provided is in line with your expectations. Should you like us to proceed, please sign the authorization line below and return a copy to my attention. Said authorization will incorporate this proposed scope and fee into the existing contract between Fehr Graham and the City of Loves Park (Fehr Graham Project 19-877) and the associated terms and general conditions of same.

As always, Fehr Graham is willing to commit the necessary resources to this project to provide timely and competent solutions to assure that this project moves forward. We are looking forward to working with you on this project. In the interim, should you have any questions regarding this proposal, please feel free to contact me at this office.

Sincerely,



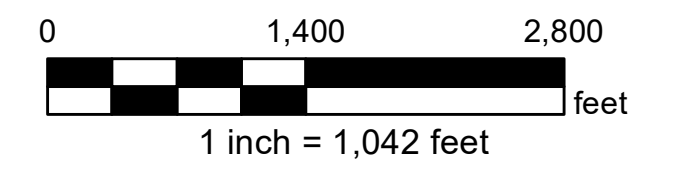
Jeff Macke, PE, CFM

JWM:cld

Attachment

**Authorization:**

\_\_\_\_\_ **Date:** \_\_\_\_\_



**Legend**

**PROJECT AND LOCATION:**

Main Ditch Watershed Study  
Loves Park, Illinois

**TITLE:**

Loves Park Watershed Map

**DRAWN BY:**  
J. Macke  
**APPROVED BY:**  
M. Gronewold

**PROJECT NUMBER:**  
19-877 PH18  
**SHEET NUMBER:**  
1 OF 1