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**LOVES PARK CITY COUNCIL AGENDA**  
**MONDAY, SEPTEMBER 27, 2021- 6 P.M.**  
**CITY COUNCIL CHAMBERS**

- 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**
  - 1. Proclamation presented to Danna Krischke of State Farm Insurance, proclaiming "National Good Neighbor Day" in the City of Loves Park.**
  - 2. Check presentation from Rich Schmidt of Backyard Grill and Bar to the Loves Park Police K-9 Unit.**
  
- VI. APPROVE PAYMENT OF BILLS**
  
- VII. OFFICER'S REPORTS**
  - 1. Public Safety**
  - 2. Public Works**
  
- VIII. COMMITTEE REPORTS**
  - 1. Finance and Administration/J. 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/Warden (Ordinances & Licenses)**

**5. Community Development/Pruitt (Development, Planning, Zoning, Annexation, Building & Drainage)**

**IX. UNFINISHED BUSINESS**

**X. NEW BUSINESS**

**XI. RESOLUTIONS & MOTIONS**

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

- 1. Ordinance fixing and approving wages, salaries, fees or compensation for city employees for 2021-2022.**

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

**XIV. PUBLIC COMMENT**

**Anyone wishing to speak at the city council meeting shall contact the Mayor's office by 4:00 p.m. the day of the council meeting at 815-654-5030.**

**XV. EXECUTIVE SESSION**

**XVI. GOOD OF THE ORDER**

**XVII. ADJOURNMENT**

**CITY COUNCIL, CITY OF LOVES PARK, ILLINOIS**  
Journal of Proceedings  
Regular Meeting, Monday, September 20, 2021  
City Hall Council Chambers

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

Alderman Dan Jacobson opened the meeting with an invocation, followed by the Pledge of Allegiance.

Present: Aldermen Jim Thompson, Mark Peterson (via Zoom), A. Marie Holmes, Robert Schlensker, Doug Allton, Nancy Warden, John Jacobson, Jim Puckett, Dan Jacobson, John Pruitt

Also Present: City Clerk Bob Burden  
City Attorney Greg Cox

1. Approve Minutes 09/13/21 The Journal of Proceedings for the regular meeting of September 13, 2021 was approved as submitted by the city clerk on a motion by Alderman Schlensker. Second by Alderman Allton. Motion carried. 10 Ayes (Aldermen Thompson, Peterson, Holmes, Schlensker, Allton, Warden, John Jacobson, Puckett, Dan Jacobson, Pruitt)
2. General Fund Bills Alderman John Jacobson presented the General Fund and all other bills dated September 13, 2021 in the amount of \$1,408,979.43, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Thompson, Peterson, Holmes, Schlensker, Allton, Warden, John Jacobson, Puckett, Dan Jacobson, Pruitt)
3. Water Department Bills Alderman John Jacobson presented the Water Department bills dated September 13, 2021 in the amount of \$231,672.43, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Thompson, Peterson, Holmes, Schlensker, Allton, Warden, John Jacobson, Puckett, Dan Jacobson, Pruitt)
4. Public Safety Report Alderman Allton presented the Police Department Report dated September 20, 2021; Fire Department Report dated September 20, 2021, to be placed on file.
5. Public Works Report Alderman Schlensker presented the Street Department Report dated September 20, 2021; presented the Water Department Report for September 20, 2021, to be placed on file.
6. Building Department Report Alderman Pruitt presented the Building Department Report for August 2021; New Commercial - \$1,143,240.00; New Residential - \$261,888.00; Others - \$9,640,954.00; Total Permits – 158; Permit Fees - \$63,096.00; Machesney Park Fees - \$10,034.25.
7. Finance and Administration Committee Alderman John Jacobson of the Finance and Administration Committee presented the General Fund and all other bills dated September 20, 2021 in the amount of \$339,927.93, for consideration at next week's city council meeting; presented the Treasurer's Report for July 2021; presented the minutes from the committee meeting held September 13, 2021, to be placed on file.
8. Public Works Committee Alderman Schlensker of the Public Works Committee presented the Water Department list of bills dated September 20, 2021 in the amount of \$300,880.10, for consideration at next week's city council meeting; presented the minutes from the committee meeting held August 30, 2021, to be placed on file.

9. Agreement With Illinois State Toll Highway Authority
- Alderman John Jacobson presented the following resolution authorizing the Mayor to execute an Intergovernmental Agreement between the City of Loves Park, Illinois, and the Illinois State Toll Highway Authority. **WHEREAS**, the City has negotiated with the Illinois Toll Highway Authority for the installation of Traffic Signal Emergency Vehicle Pre-emption Equipment to be installed at no cost to the City at the intersection of I-90 and East Riverside Boulevard in order to improve response and transport time for emergency response vehicles; and **WHEREAS**, the Illinois Toll Highway Authority has agreed to provide and install the equipment; **WHEREAS**, the City finds that the placement of the Traffic Signal Emergency Vehicle Pre-emption Equipment will promote public safety and provide for the general welfare of its citizens; and **WHEREAS**, the City now desires to approve an Intergovernmental Agreement (“Agreement”) attached hereto and incorporated by reference, to facilitate the placement of the equipment and to authorize the Mayor to execute the Agreement and the City Clerk to attest the same. **NOW THEREFORE, BE IT RESOLVED** by the Mayor and the City Council of the City of Loves Park, Winnebago and Boone Counties, Illinois, that:
1. The foregoing recitals are incorporated herein and made a part hereof.
  2. By the adoption of this Resolution, the City Council approves the City of Loves Park entering into the attached Agreement, or one in substantially similar form, and authorizes the Mayor to execute the same.
  3. This Resolution will be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.
- Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Thompson, Peterson, Holmes, Schlensker, Allton, Warden, John Jacobson, Puckett, Dan Jacobson, Pruitt)
- RESOLUTION NO. 21-079**
10. Street Department To Purchase Wood Chipper
- Alderman Schlensker presented the following resolution and moved for its adoption: **RESOLVED**, that by the adoption of this Resolution, that the Street Department Manager is hereby authorized to purchase a 2021 Wood Chipper, Vermeer BC1000XL 74HP DOM., from Vermeer Midwest, 2801 Beverly Drive, Aurora, IL 60502 at the cost of thirty-eight thousand four hundred thirty-three dollars (\$38,433.00). Funds for the purchase shall be drawn from Account No. 01-11-8050 (New Equipment). Second by Alderman John Jacobson. Motion carried. 10 Ayes (Aldermen Thompson, Peterson, Holmes, Schlensker, Allton, Warden, John Jacobson, Puckett, Dan Jacobson, Pruitt)
- RESOLUTION NO. 21-080**
11. 1<sup>st</sup> Reading Salary Ordinance 2021-2022
- Alderman John Jacobson presented for first reading an ordinance fixing and approving wages, salaries, fees or compensation for city employees for 2021-2022, and moved to waive the reading of the ordinance as all aldermen have been provided copies. Second by Alderman Pruitt. Motion carried. 10 Ayes (Aldermen Thompson, Peterson, Holmes, Schlensker, Allton, Warden, John Jacobson, Puckett, Dan Jacobson, Pruitt)
- Laid over
12. Adjourn
- Alderman John Jacobson moved that the meeting be adjourned. Second by Alderman Schlensker. Motion carried by voice vote. The meeting was adjourned at 6:11 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.



GREGORY R. JURY, MAYOR - ROBERT J. BURDEN, CITY CLERK - JOHN C. DANIELSON, CITY TREASURER

## PROCLAMATION

**WHEREAS**, having a neighbor you can count on no matter what life throws your way is something that should never be taken for granted; and

**WHEREAS**, National Good Neighbor Day began in the early 1970's when Becky Mattson, a resident of Lakeside, Montana decided that neighbors across the country needed to get to know one another on a more personal level rather than a quick wave or simple hello; and

**WHEREAS**, in 2003, the United States Senate passed a resolution declaring September 28 as the official day to reach out with kindness and concern to your neighbors; and

**WHEREAS**, Neighborhood USA encourages all those who are committed to building strong communities throughout the world take part in National Good Neighbor Day.

**NOW, THEREFORE**, I, Gregory R. Jury, as Mayor the City of Loves Park, do hereby proclaim Tuesday, September 28, 2021 to be:

### National Good Neighbor Day

in the City of Loves Park, Illinois and urge all citizens to be thoughtful to your neighbors throughout our City and County on September 28, 2021, and to remember wherever there is a human being, there is an opportunity for kindness.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Loves Park to be affixed this 27th day of September, 2021.

\_\_\_\_\_  
Mayor Gregory R. Jury

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





# **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: 09/27/2021

Subject: Police Activity Report

Police activity report for the week of 09/12/2021 through 09/18/2021

Calls for Service 582

Total Number of Arrests 266

Accidents 10

MICHAEL MCCAMMOND  
DEPUTY CHIEF OF POLICE

CHARLES LYNDE  
CHIEF OF POLICE

SHANE LYNCH  
DEPUTY CHIEF OF POLICE



# Loves Park FD

Loves Park, IL

This report was generated on 9/21/2021 2:40:44 PM



## Incident Statistics

Zone(s): All Zones | Start Date: 09/14/2021 | End Date: 09/20/2021

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		58	
FIRE		15	
<b>TOTAL</b>		<b>73</b>	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
<b>TOTAL</b>			
PRE-INCIDENT VALUE		LOSSES	
<b>\$200,000.00</b>		<b>\$10,500.00</b>	
CO CHECKS			
<b>TOTAL</b>			
MUTUAL AID			
Aid Type		Total	
Aid Given		7	
Aid Received		5	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
24		32.88	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station #1	0:06:33		
Station #2	0:06:15	0:05:31	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:06:12</b>	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station #1	0:00:45		
Station #2	0:01:40	0:01:29	
<b>AVERAGE FOR ALL CALLS</b>		<b>0:01:29</b>	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Loves Park FD		16:07	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

# Loves Park Water Department

## Weekly Activity Report

Submitted by: Craig McDonald  
Department Manager

Report Compiled by:  
Drew Armstrong – Distribution Lead  
Russ Caveny – Production Lead

Weekly Distribution Report: Week of 9/13/21-9/17/21

Field maintenance  
Scheduled appointments  
Julies  
Meter exchanges  
Hydrant maintenance  
Replumbs with Helm  
Dug service at 626 lawn Dr (MEX PROGRAM)  
Continue overseeing the River Lane water main project  
Pressure tested new main on River Ln (passed)  
Rebuilt hydrant at sand park pool  
Repaired hydrant at cottage and n2nd that was hit by vehicle

Week of 9/20/21-9/24/21: Tentative week outlook

Field maintenance  
Scheduled appointments  
Julies  
Meter exchanges  
Hydrant maintenance  
Dig 607 Frances service for meter exchange program  
Shut offs  
Pressure Test new main on interstate blvd

Weekly Production Report: Week of 9/13/21-9/17/21

9-13 well 5 HMO pump diaphragm replacement, monthly compliance, daily samples and tests  
9-14 replace seal in hat at PRV 1, light replacement at well 4 and 6, daily samples and tests  
9-15 well head landscaping at 5, completed door closer at well 4, daily samples and tests  
9-16 assisted with service leak at 626 lawn, assisted with hydrant repair at sand park pool, daily samples and tests  
9-17 hung shut off tags, well 5 hmo repair, PRV 1 opening troubleshooting, daily samples and tests  
9-18 daily samples and tests  
9-19 daily samples and tests

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

Submitted by: David Jacobson  
Public Works Foreman

Week of September 17, 2021 thru September 24, 2021

**Previous week's activity:**

1. Continue cleaning the drainage ditch.
2. Finished sidewalk and catch basin repair/ replacement east of N2nd.
3. Removed trees in spots around the drainage ditch.
4. Continue mowing.

**Proposed work:**

1. Start catch basin repairs on Riverside.
2. Continue to clean the drainage ditch.
3. Continue mowing.
4. Cold patch as needed.

**CITY OF LOVES PARK  
AGENDA  
FINANCE & ADMINISTRATION COMMITTEE  
MONDAY, SEPTEMBER 27, 2021 – 5:40 P.M.  
CITY COUNCIL CHAMBERS**

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 Finance Committee meeting shall contact the Mayor's office by 4:00 p.m. the day of the scheduled meeting at 815-654-5030.
7. **ADJOURN**

FINANCE AND ADMINISTRATION COMMITTEE  
MEETING MINUTES  
CITY HALL COUNCIL CHAMBERS

DATE OF MEETING: September 20, 2021

CALLED TO ORDER: 5:40 P.M.

MEMBERS PRESENT: Aldermen John Jacobson, Mark Peterson (via Zoom), John Pruitt, Jim Puckett

ALSO PRESENT: Attorney Greg Cox, Aldermen A. Marie Holmes, Robert Schlensker, Doug Allton, Nancy Warden, Dan Jacobson, James Thompson, Police Chief Chuck Lynde

MINUTES APPROVAL: September 13, 2021

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

ITEMS FOR CONSIDERATION

1. List of Bills: No questions or concerns.
2. Items for consideration.
  - A. Ordinance fixing and approving wages, salaries, fees or compensation for city employees for 2021-2022.

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

- B. Resolution authorizing the Mayor to execute an Intergovernmental Agreement between the City of Loves Park and the Illinois State Toll Highway Authority.

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

3. General Discussion.

4. Adjournment.

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

Adjournment: 5:43 P.M.

RESPECTFULLY SUBMITTED: ALDERMAN JOHN JACOBSON OF THE FINANCE COMMITTEE



## AGENDA

City of Loves Park  
**Community Development Committee Meeting**

**September 27, 2021**

**CITY COUNCIL CHAMBERS**

**6:15 P.M.**

**100 Heart Boulevard, Loves Park, Illinois 61111**

1. Roll call and declaration of a quorum
2. Reading and approval of the minutes from the **August 30, 2021** meeting
3. Report from the Community Development Department – None
4. Unfinished business – None
5. New business –
  - A. 6312 SPRUCE STREET** – A Variance to install an auxiliary parking pad in front of the existing garage and alongside of the existing driveway.

**Staff Recommendation:** Approval

**ZBA Recommendation:** Approval
  - B. 5100 N. MULFORD ROAD** – A Special Use Permit to allow self-storage buildings in the CR (Commercial Retail) Zoning District.

**Staff Recommendation:** Approval w/conditions

**Conditions:**

    1. The mini-warehouse establishment shall not be permitted outside storage.
    2. The use of chain link fence shall not be permitted. A decorative rot iron fence shall surround the entire establishment. The fence shall not exceed 6 feet in height. No no barb or razor wire shall be allowed.
    3. The property owner shall provide 6 trees that may be a combination of conifer, Maple, Oak, or Elm integrated into the landscape beds and other green space provided on the N. Mulford Road frontage. The land or business owner shall be responsible for the maintenance, repair, and replacement of all landscape materials approved for this petition. The plants, trees, and landscape bed areas shall be maintained in a healthy growing condition, free from refuse, debris and weeds at all times.

4. Permanent and temporary signage shall adhere to the City's code, Article VI, Signs.
5. The development of this self-storage facility shall be substantially consistent with the site plan prepared by Heritage Engineering, dated July 7, 2021.
6. No business activity, other than the rental of storage units, shall be conducted on the premises. The storage of hazardous, toxic, or explosive substances, including but not limited to hazardous waste, industrial solid waste, medical waste, solid waste, sewage, or used oil is prohibited.
7. Security lighting shall be provided to safely illuminate all areas within the facility. Down-light wall packs shall project light downward and not be a nuisance to adjacent properties.
8. The building materials and colors should be neutral and blend in with the Surrounding area. Approval may be obtained through an internal administrative review.
9. A 1 year renewal, from the date of approval, shall be required.

**ZBA Recommendation:** Approval, same as above

- C. 1616 WINDSOR ROAD –** A Special Use Permit to allow outside storage in conjunction with a metal recycling business in the IL (Light Industrial) Zoning District.

**Staff Recommendation:** Approval w/conditions

**Conditions:**

1. The Special Use Permit expires with the change in business ownership or discontinuance of the metal recycling business.
2. A dumpster enclosure shall be installed. The enclosure shall be constructed of poured concrete or masonry to adequately shield the containers within the enclosure. Material within the enclosure shall not extend above the height of the enclosure, be secured by a solid gate, and not exceed a height of 6 feet. The use of wood, chain link and slats shall be prohibited.
3. Outside storage areas shall be contained and not exceed a height of 15 feet at all times. Poured, precast concrete containment bins, shall be installed to control and prevent the migration and spread of outside storage. The storage of semis, semi-trailers, trailers, and metal shipping containers shall only be permitted behind the front plain of the building.
4. The applicant shall be required to install a continuous 8 foot deep landscape buffer on the Windsor Road and Clinton Road frontages, observing ingress/egress. The landscape buffer shall be mounded a minimum of one foot above the height of the adjacent parking area, but not to exceed a three to one slope. The buffer shall be filled with a variety of trees that will be or grow to a height of 20 feet or higher at maturity. The berm shall include some combination of conifer, Maple, Oak or Elm, and Arborvitae. It shall also include planted shrubs, perennials, and dark mulch. All of the existing arborvitae on both frontages shall be removed, but new trees of the same type may be reinstalled in the new landscape buffer.
5. The business owner or land owner shall be responsible for the maintenance, repair, and replacement of all landscaping materials. Plant materials, in or out of, landscape beds shall be maintained in a healthy growing condition free from disease, refuse, debris, and weeds at all times.
6. Parcel 08-32-351-004 shall not be included for any outside storage as part of the approval for the recycling business. This includes, the storage of recycling

- materials, parking, parking of semis, semi-trailers, or storage containers.
7. A site plan that shows the required 62 parking stalls for customer and employee parking shall be submitted and approved by Staff within 30 days of approval. The customer and employee parking areas shall be striped
  8. The customer and employee parking shall not be used as a storage area. The area between the front plain of the building and the existing fence line on Windsor Road is required customer and employee parking. Deliveries of ferrous and non-ferrous materials shall take place behind the front plain of the building.
  9. The Special Use Permit shall be renewed before utilizing Parcel 08-32-351-004 in conjunction with the metal recycling business.
  10. The Special Use Permit may be revoked with verified complaints from adjacent businesses, land owners, or local authorities.
  11. The entrance on Windsor Road shall be monitored and maintained free of materials and soils that may migrate off of the property. The business owner shall also be responsible for the repair of the approach and curb, as repairs are deemed necessary by the City.
  12. The storage of hazardous, toxic, or explosive substances, including but not limited to hazardous waste, industrial waste, or used oil brought to the site is prohibited. The use of IEPA containers shall be used for the disposal of materials used in the daily operations of the business.

**ZBA Recommendation:** Approval with conditions listed above and amendments

**Conditions** listed above with amendments and additions as follows:

3. Outside storage areas shall be contained and not exceed a height of 15 feet at all times. Poured, precast concrete containment bins, shall be installed to control and prevent the migration and spread of outside storage. The storage of semis, semi-trailers, trailers, and metal shipping containers shall only be permitted behind the front plain of the building. Temporary parking shall be permitted, but must be removed prior to the renewal of the Special Use Permit.
9. The Special Use Permit shall be renewed before utilizing Parcel 08-32-351-004 in conjunction with the metal recycling business, and a 1 year renewal from the date of approval is required.
13. A drainage study must be completed and provided prior to and as part of the Special Use Permit renewal and utilization of parcel 08-32-351-004.

**D. TEXT AMENDMENT – Chapter 102, Article III, Districts, Section 102-132, Site Area and Dimensions; Requirements and exceptions, (G) Refuse and recyclable materials storage areas.**

**Staff Recommendation:** Approval

**ZBA recommendation:** Approval

**E. TENTATIVE PLAT – KINGS ACRES / BRECKENRIDGE REMAINDER**

**Staff Recommendation:** Approval



**ZBA recommendation:** Approval

**F. FINAL PLAT NO. 3 - Road Ranger**

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:** August 30, 2021      Start Time: 6:15 PM

**Members Present:**

Ald Pruitt	X
Ald Holmes	X
Ald Warden	X
Ald Allton	X

**Staff Present:**

Andrew Quintanilla	X
Steve Thompson	X
Nathan Bruck	

**Others Present:**

Mayor Jury	
Ald Puckett	X
Ald Schlensker	
Ald D. Jacobson	X
Ald Peterson	
Ald J. Thompson	X
Ald J. Jacobson	

**Approval of Minutes :**      Date: July 26, 2021

Motion: Ald Holmes      Second: Ald Allton      Vote: 4-0

**Old Business: NONE**

**New Business:**

**A. 4802 ILLINOIS STREET - A Variance to establish an auxiliary parking pad in front of and alongside of the existing garage in the R1 (Single Family Residential) Zoning District.**

**Petitioner:**      Jamea Herrera and Jackie Schroeder

**Objectors Present:**

Yes  
No

X

Motion to Approve/Deny/Lay Over:

Approve

Vote: 4-0

By:

Ald Warden

Second:

Ald Allton

Conditions:

Yes

**Notes/Petitioners:**

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**Notes/Petitioners:**

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**B. 5870 E. RIVERSIDE BOULEVARD - A Special Use Permit for an oil change service establishment in the CR (Commercial Retail) Zoning District.**

**Petitioner:**

Net Lease Development, John Schebaum

Objectors Present:

Yes  
No

X

Motion to Approve/Deny/Lay Over:

Approve

Vote: 4-0

By:

Ald Warden

Second:

Ald Allton

Conditions:

Yes

**Notes/Petitioners:**

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**Notes/Petitioners:**

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**Public Participation and Comment:**

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**General Discussion:**

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**Adjournment:**

Motion by:	<u>Ald Warden</u>
Second:	<u>Ald Allton</u>
End Time:	<u>6:25 PM</u>

Respectfully submitted by Alderman John Pruitt, Chairman of the Community Development Committee



## Community Development Committee

Community Development Department

September 27, 2021

<b>SUBJECT:</b> Consider approval of Final Plat No. 3 of Road Ranger	
<b>SYNOPSIS:</b>	The applicant, DYN Commercial Holdings LLC, is proposing a 2-lot commercial subdivision.
<b>LOCATION:</b>	The proposed subdivision is in Winnebago County, Rockford Township, within the Road Ranger Subdivision.
<b>ZONING DISTRICT:</b>	The zoning for the proposed subdivision is CR – Commercial Retail.  <b>CR (minimums)</b> Lot area (square feet): No Restrictions Front Yard Setback (feet): ½ ROW, min 30 Side Yard Setback (feet): 5 Rear Yard Setback (feet): 20
<b>RECOMMENDATIONS:</b>	Staff has the following comments for approval of the proposed Final Plat No. 3 of Road Ranger: <ul style="list-style-type: none"><li>• There are two owner’s certificates shown on Plat. If there are two separate owner’s please identify both or remove one of the Owner’s Certificates.</li><li>• Please add Unit School District # <u>205</u> to owner’s school district note.</li><li>• With respect to the Access Pursuant to 765 I.L.C/S. 205.2 Please add Winnebago County Highway Department Certificate</li><li>• Add note stating that “<i>the maintenance of the drainage &amp; storm water detention easement shown hereon shall be the responsibility of the Lot owner(s)</i>”</li></ul>

**ATTACHED:** A COPY OF FINAL PLAT NO 3 OF ROAD RANGER.

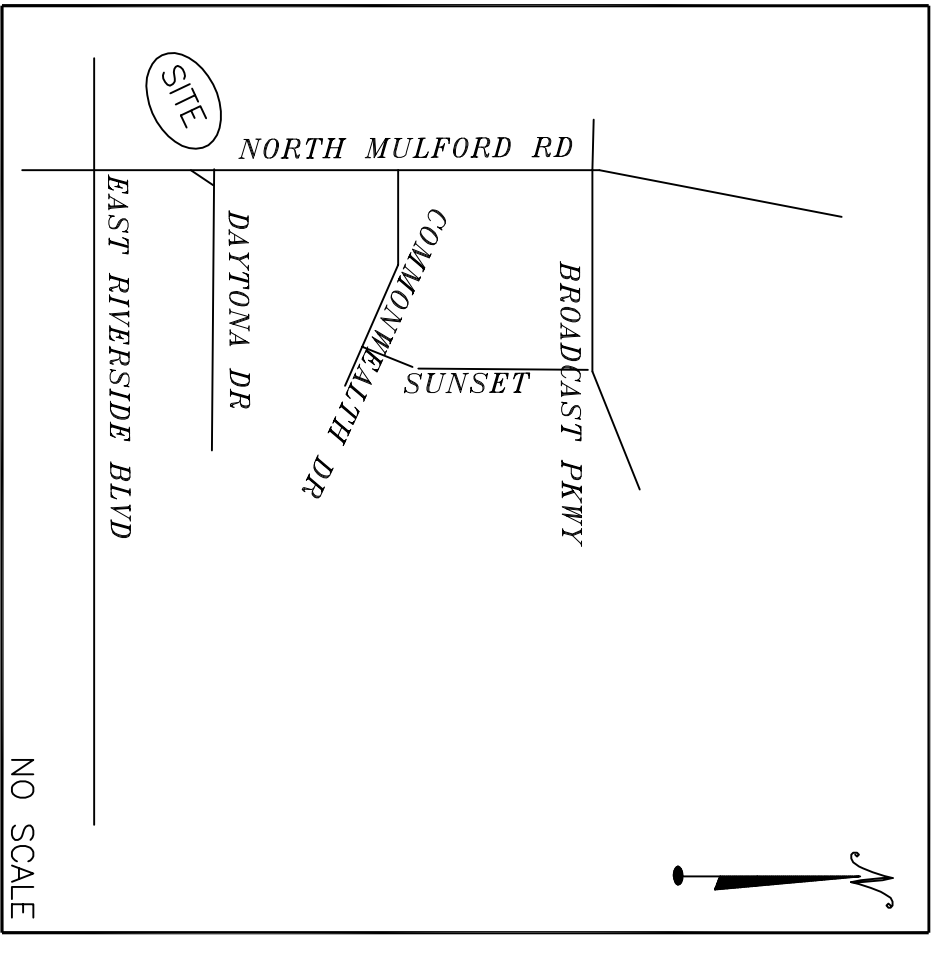
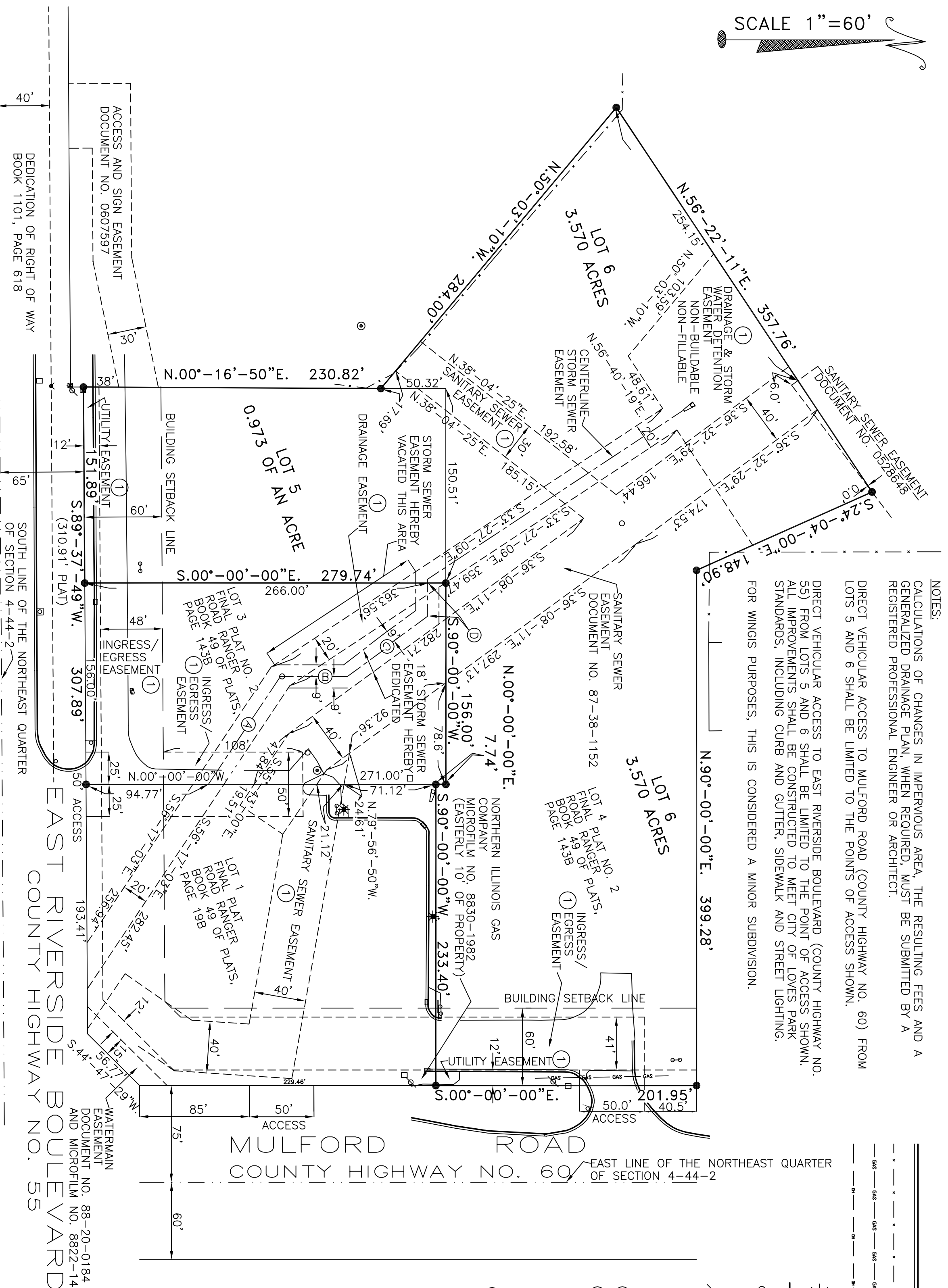
**COMMUNITY DEVELOPMENT COMMITTEE RECOMMENDATION:**

APPROVAL/DENIAL/TABLED VOTE: \_\_\_\_\_

**CONDITIONS:**

**AUDIENCE COMMENTS:**

SCALE 1"=60'



BEING A RESUBDIVISION OF LOT 4 OF FINAL PLAT NO. 2 OF ROAD RANGER,  
IN THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 44 NORTH,  
RANGE 2 EAST OF THE 3RD PRINCIPAL MERIDIAN  
CITY OF LOVES PARK, WINNEBAGO COUNTY, ILLINOIS

FINAL PLAT NO. 3  
OF  
ROAD RANGER

TOTAL AREA IN PLAT = 4.543 ACRES

NOTES:  
CALCULATIONS OF CHANGES IN IMPERVIOUS AREA, THE RESULTING FEES AND A  
CORRECTED DRAINAGE PLAN MUST BE SUBMITTED BY A  
REGISTERED PROFESSIONAL ENGINEER OR ARCHITECT.  
DIRECT VEHICULAR ACCESS TO MULFORD ROAD (COUNTY HIGHWAY NO. 60) FROM  
LOTS 5 AND 6 SHALL BE LIMITED TO THE POINTS OF ACCESS SHOWN.  
DIRECT VEHICULAR ACCESS TO EAST RIVERSIDE BOULEVARD (COUNTY HIGHWAY NO.  
55) FROM LOTS 5 AND 6 SHALL BE CONSTRUCTED TO MEET CITY OF LOVES PARK  
STANDARDS, INCLUDING CURB AND CUTTER, SIDEWALK AND STREET LIGHTING.  
FOR WINGS PURPOSES, THIS IS CONSIDERED A MINOR SUBDIVISION.

KEY

- = EXISTING CURB
- - - - - = FENCE LINE
- - - - - = GAS LINE
- - - - - = OVERHEAD UTILITY
- ⊙ = LIGHT BASE
- ⊙ = SIGN
- ⊙ = 2 POST SIGN
- ⊙ = TRAFFIC SIGNAL
- ⊙ = UTILITY POLE
- ⊙ = UTILITY PEDESTAL
- ⊙ = MAILBOX
- ⊙ = RIGHT OF WAY MARKER
- ⊙ = STORM MANHOLE
- ⊙ = OPEN GRATE
- ⊙ = STORM MANHOLE
- ⊙ = SPECIAL INLET
- ⊙ = CURB INLET (#700)
- ⊙ = FLARED END SECTION
- ⊙ = SANITARY MANHOLE
- ⊙ = FIRE HYDRANT
- ⊙ = PER A PRIOR PLAT (PLAT OF ROAD RANGER BOOK 49 OF PLATS, PAGE 198)
- ⊙ = N.56°-17'-03"W, 100.58'
- ⊙ = N.00°-00'-00"E, 51.93'
- ⊙ = N.38°-08'-11"W, 77.35'
- ⊙ = S.90°-00'-00"W, 26.72'

"EASEMENT PROVISIONS"  
"Sanitary Sewer Easement" is a perpetual easement, with the Rock River Water Reclamation District as Grantee. Said easement is exclusive to the Rock River Water Reclamation District for the purpose of construction, reconstruction, inspection, repair and maintenance of sanitary sewer.  
"Any signs or other structures that, when built, encroach onto the sanitary sewer easements within this plat, shall be relocated and restored at the owner's expense as a result of any necessary work performed by the Rock River Water Reclamation District in accordance with their easement rights. Owner is also responsible for any damage to sanitary sewers caused by said encroachments, and shall reimburse the Rock River Water Reclamation District for repair work caused by said encroachments."

EASEMENT PROVISIONS  
An easement is hereby reserved for and granted to NICOR GAS, its successors and assigns to install, operate, maintain, repair, replace and remove, facilities used in connection with the transmission and distribution of natural gas in, over, under, across, along and upon the surface of the property shown on this plat marked "Easement," "Common Area or Areas" and streets and alleys, whether public or private, and the property designated in the Declaration of Condominium and/or on this plat as "Common Elements," together with the right to install required service connections over or under the surface of each lot and Common Area or Areas to serve improvements thereon, or on the surface of any such facilities, the grade of the property shall not be altered in a manner so as to interfere with the proper operation and maintenance thereof.  
The term "Common Elements" shall have that meaning set forth for such term in Section 603.2(e) of the Condominium Property Act (Illinois Compiled Statutes, Ch. 705, Sec. 603.2(e)), as amended from time to time.  
The term "Common Area or Areas" is defined as a lot, parcel or area of real property, including real property surfaced with interior driveways and walkways, the beneficial use and enjoyment of which is reserved in whole or as an appurtenance to the separately used lots, parcels or areas within the property, even though such areas may be designated on this plat by other terms.  
EASEMENT PROVISIONS  
An easement for service the subdivision and other property with electric and communications service is hereby reserved for and granted to COMMONWEALTH AMERITECH, ALLIANT ENERGY, INSIGHT COMMUNICATIONS, GRANTEES, their respective successors and assigns, jointly and severally, to install, operate, maintain and remove, from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and signals in, over, under, across, along and upon the surface of the property shown within the dashed lines on the plat and marked "Easement," "Common Area or Areas" and streets and alleys. Common Elements, and the property designated for such use, shall be used for the transmission and distribution of electric and communications service connections over or under the surface of each lot and common area or areas to serve improvements thereon, or on adjacent lots, and common area or areas, the right to cut, trim or remove trees, bushes and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. Obstructions shall not be placed over grantees' facilities or in, upon or over the property within the dotted lines marked "Easement," without the prior written consent of grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered in any manner so as to interfere with the proper operation and maintenance thereof.  
The term "Common Elements" shall have the meaning set forth for such term in the "Condominium Property Act," Chapter 705 (ILCS 605/2(e)), as amended from time to time.  
The term "Common Area or Areas" is defined as a lot, parcel or area of real property, the beneficial use and enjoyment of which is reserved in whole as an appurtenance to the separately owned lots, parcels or areas within the planned development, even though such be otherwise designated on the plat by terms such as, "Outlots," "Common Elements," "Open Area," "Common Ground," "Parking" and "Common Area." The terms "Common Area or Areas" and "Common Elements" includes real property surfaced with interior driveways and walkways, but excludes real property physically occupied by a building. Service Business District or structures such as a pool or retention pond, or mechanical equipment.  
Relocation of facilities will be done by Grantee/Lot Owner, upon written request.  
"EASEMENT PROVISIONS"

"An easement is hereby reserved for and granted to the designated governmental bodies and public utilities or cable television companies with the necessary authorization and/or franchises and their respective successors and assigns within the area as shown by dotted lines on the Plat and marked "Easement," to install, lay, construct, renew, operate and maintain storm and sanitary sewers, pipes, conduits, cables, poles and wires, overhead and underground, with all necessary braces, guys, anchors and other equipment for the purpose of serving the subdivision and other properties with telephone, electric and other utility service or cable television service; also is hereby granted the right to use the streets or said purposes, the right to overhead lots with aerial service wires to serve adjacent lots and maintain within said easement area said storm and sanitary sewers, pipes, conduits, cables, poles, wires, braces, guys, anchors, and other equipment, and finally, the right is hereby granted to cut down and remove or trim and keep trimmed any trees, shrubs, or saplings that threaten to interfere with any of the said public utility equipment or cable television equipment installed on said easement. No permanent buildings or trees shall be placed on said easement, but the same may be used for gardens, shrubs, landscaping and other purposes that do not then or later interfere with the aforesaid uses or rights herein granted.  
If the grade of the subdivision property must be so altered or if storm and sanitary sewer facilities require that the underground utility or cable television equipment be moved or otherwise altered, the owners, their respective successors and assigns shall reimburse the utility company or cable television company for the necessary expense involved."

OWNER:  
DYN COMMERCIAL HOLDINGS, LLC  
6801 SPRING CREEK ROAD  
ROCKFORD, IL 61114



HERITAGE ENGINEERING, L.P.  
P.O. BOX 5148  
240 EXECUTIVE PARK, SUITE 411  
ROCKFORD, ILLINOIS 61107  
815/228-9482 FAX 815/985-9715

DATE	08-30-21	SCALE	1" = 60'
DRAWN BY	JAC	CHECKED BY	JPM
SHEET	1	OF	2
PROJECT NO.	4301-21	PROJECT NAME	4301-17PLAT3-P1







**Community Development  
Committee**  
Community Development Department  
September 27, 2021

<b>SUBJECT:</b> Consider recommending approval of the Tentative Plat of Kings Acres/Breckenridge Remainder	
<b>SYNOPSIS:</b>	The applicant, Charles Thomas, is proposing a 33-lot residential subdivision, including 10.061 acres for open space/public park.
<b>LOCATION:</b>	The proposed subdivision is in Winnebago County, Harlem Township. The subdivision is bound, generally, by McFarland Road to the West, Bell School Road to the East, and Harlem Road to the North.
<b>COMPREHENSIVE PLAN:</b>	The City of Loves Park Comprehensive Plan identifies the future landuse for the area proposed as low density residential and public open space.
<b>ZONING DISTRICT:</b>	<p>The zoning for the proposed subdivision is R1-single family.</p> <p><b>R1 (minimums)</b> Lot area (square feet): 8,500 Front Yard Setback (feet): ½ ROW, min 30 Side Yard Setback (feet): 6 Rear Yard Setback (feet): 30</p>
<b>TRAFFIC ACCESS:</b>	The proposed subdivision is adequately served by a local road network of Keri Drive, Golden Eagle Drive, and Vail Drive. The proposed “Sunburst Drive”, formally known as Bunny Hill Run, connects to Vail Drive. Keri Drive is proposed to extend North and connect to McFarland Road, which is considered a major collector, via the proposed “Tami Drive”.
<b>RECOMMENDATIONS:</b>	<p>Staff offers the following comment for recommendation:</p> <p>Staff does not have any recommendations to offer. The proposed subdivision is consistent with the existing single-family subdivision, and meets the minimum standards set-forth by the City’s Code of Ordinances.</p>

**ATTACHED:** A COPY OF THE TENTATIVE PLAT OF KINGS ACRES/BRECKENRIDGE  
REMAINDER

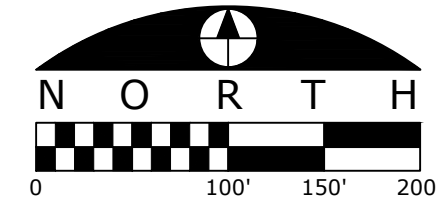
**Community Development Committee RECOMMENDATION:** APPROVAL/  
DENIAL/TABLED VOTE: \_\_\_\_\_

**CONDITIONS:**

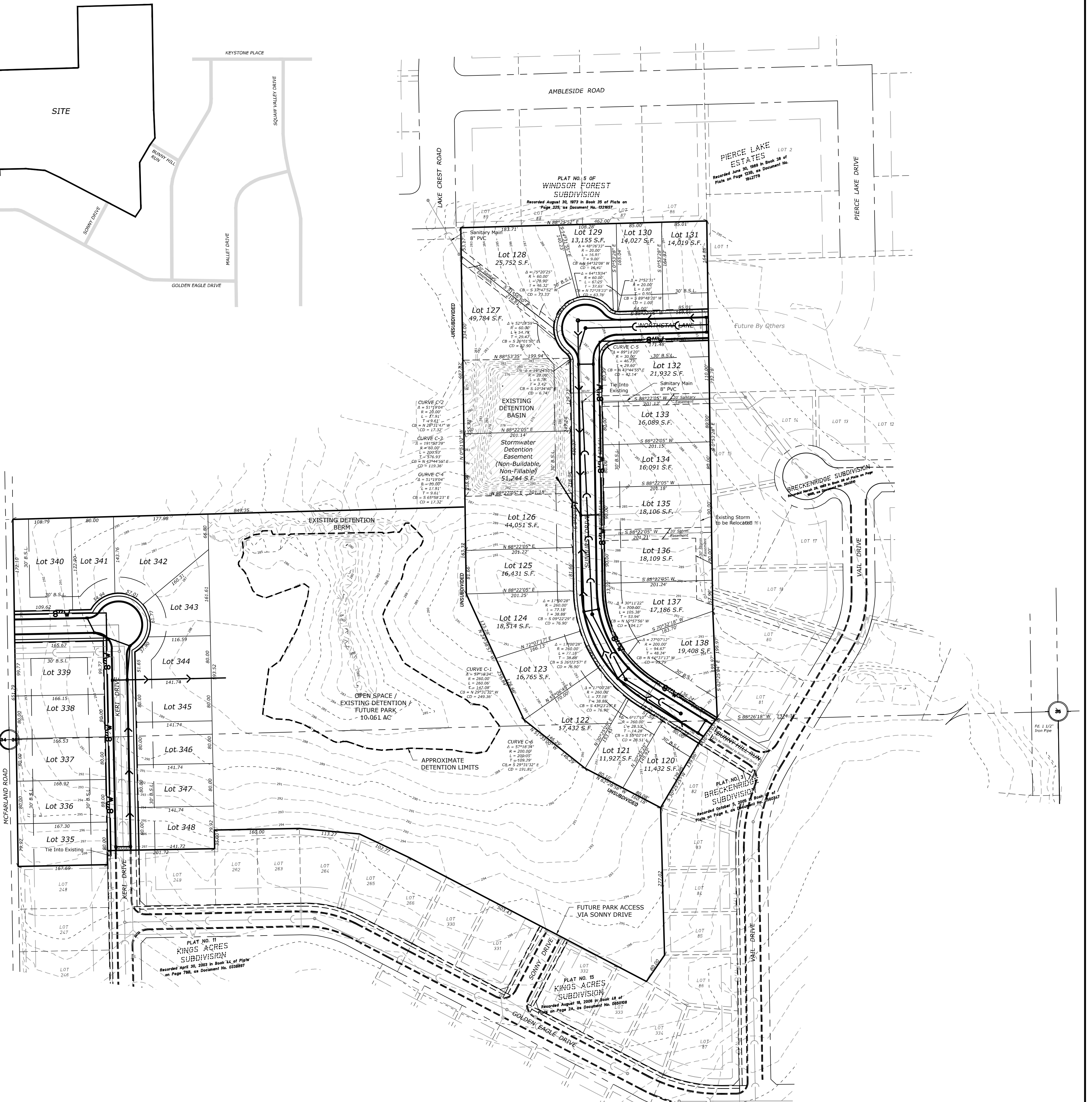
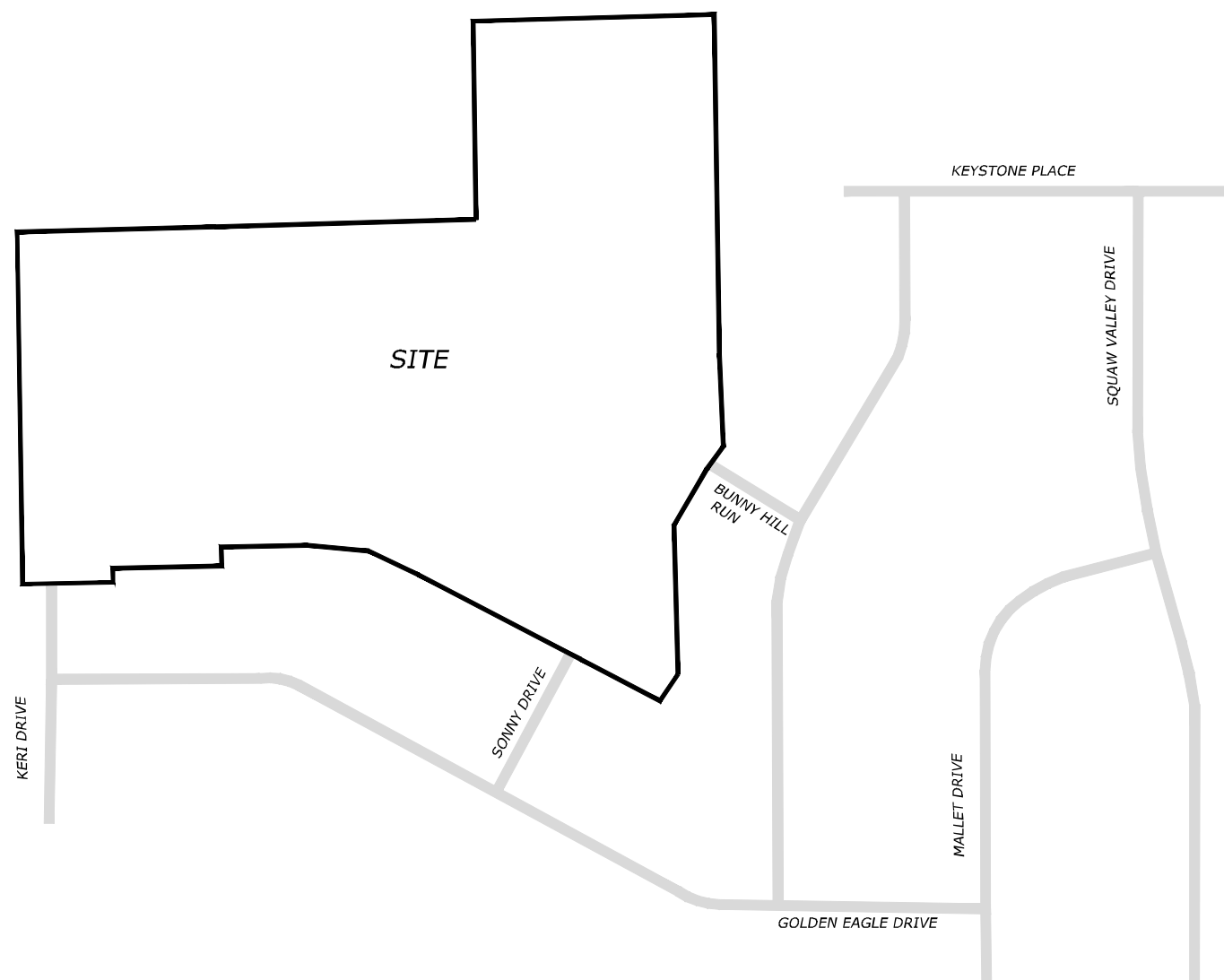
**AUDIENCE COMMENTS:**

# TENTATIVE PLAT OF KINGS ACRES/BRECKENRIDGE REMAINDER

PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND PART OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 35, TOWNSHIP 45 NORTH, RANGE 2 EAST OF THE THIRD PRINCIPAL MERIDIAN WINNEBAGO COUNTY, ILLINOIS



VICINITY MAP (Not to Scale)



**OWNER**  
Charles F Thomas (Kings Acres Family Farm Inc)  
P.O. Box 1389  
Rockford, IL 61105

STATE OF ILLINOIS )  
CITY OF LOVES PARK ) ss

Approved by \_\_\_\_\_ of Zoning Board of

Appeals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

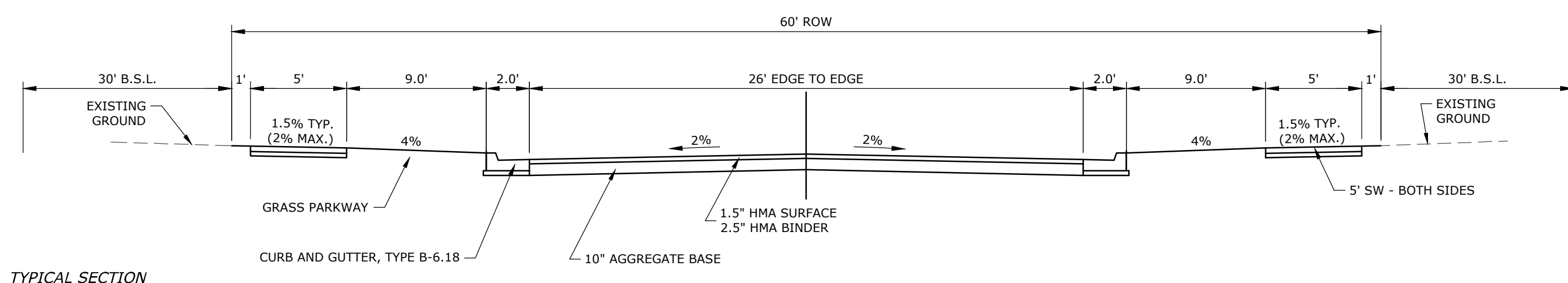
**NOTES**

1. Contour location and elevation data taken from 1994 survey of site using the City of Rockford Local Datum. A new topographic survey of the site will be required for design once the trees are cleared.

2. Currently Zoned R-1

LAND AREA TABULATION BRECKENRIDGE REMAINDER	
LOTS 120-138	380,215 S.F. 8.729 AC.
PUBLIC R.O.W. DEDICATION	69,613 S.F. 1.598 AC.
BRECKENRIDGE REMAINDER	TOTAL 449,828 S.F. 10.327 AC.

LAND AREA TABULATION KINGS ACRES REMAINDER	
LOTS 335-348	193,729 S.F. 4.447 AC.
PUBLIC R.O.W. DEDICATION	41,285 S.F. 0.947 AC.
OPEN SPACE / NON-BUILDABLE	438,254 S.F. 10.061 AC.
KINGS ACRES REMAINDER	TOTAL 673,268 S.F. 15.455 AC.



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE FIXING AND APPROVING WAGES, SALARIES, FEES OR  
COMPENSATION FOR CITY EMPLOYEES**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOVES PARK**

**ARTICLE I**

There shall be allowed and paid out of the City Treasury of the City of Loves Park, Illinois, to each of the following named employees, a wage as is herein set forth for the fiscal year commencing on the 1st day of May, 2021, and ending on the 30<sup>th</sup> day of April, 2022, wherever the wage of any employee is expressed herein as annual earnings it is so expressed for the sole purpose of example. The hourly wage of any employee here listed is determined by dividing the annual earnings example by 2080, the result of that division is that employee's hourly wage under this ordinance.

**Section 1.1:** The City of Loves Park includes the following as wages, and fringe benefits for municipal employees of all City Hall Departments and certain Water, Street, Fire and Police Department Employees. Exhibits A, B and C are attached to and made part of this Ordinance.

**Section 1.2:** The City of Loves Park includes the following as wages and fringe benefits for Municipal employees not represented by the Fraternal Order of Police or the International Union of Operating Engineers, Local 150. Employees not under Civil Service when hired and not under any current Civil Service Eligibility List for said position, will not have their Common Anniversary Date determined by the employee's appointment to Civil Service, but said Anniversary Date will be determined by the Employee's original starting date of full-time employment with the City. Full time employment is defined as not less than 2080 hours of actual work per calendar year. Compensation paid for time not worked but paid in lieu of work for holidays and vacations shall be considered as time worked.

**Section 1.3:** The City Treasurer is hereby authorized to pay any and all wages, longevity compensation, overtime pay, uniform allowance, cleaning allowance, vacation schedules and other fringe benefits held herein.

**Section 1.4:** Further, all full-time employees' starting dates shall be determined by a Common Anniversary Date hereby established as each May 1, further defined as being the start of the City of Loves Park fiscal year. The Common Anniversary Date shall be used in determining longevity pay and vacation schedules. It shall not be confused with an Employee's date of appointment or starting date.

The Common Anniversary Date shall be determined by:

All employees hired between May 1 and December 31 shall have an anniversary date of May 1 of the calendar year in which they are appointed. All employees hired between January 1 and April 30 shall have an anniversary date of May 1 of the calendar year in which they are appointed. This computation of the Common Anniversary Date commenced with the 1979-1980 fiscal year and will continue.

Section 1.5: Further, that permanent and permanent part-time employees be entitled to holiday pay for such days as are declared holidays for city employees equal to their average daily amount of pay for the four (4) weeks preceding the holiday with the approval of their immediate supervisor. The employee must work the first scheduled day before and following the holiday to qualify for payment hereunder.

Section 1.5.1: The following definitions of categories of employees are established:

**Full time:** Employees who work 2080 hours per year.

**Permanent Part-time:** Employees who work between 20 and 30 hours per week on a regular basis.

**Seasonal/Temporary:** Employees who are employed for 120 days or less on a seasonal basis, either full time or part-time.

Section 1.5.2: Seasonal/Temporary employees are not entitled to holiday pay.

Section 1.6: Department heads may be employed by resolution.

Section 1.7: All salaries and positions listed in Exhibits A & B are for 2021-2022.

## ARTICLE II

**Section 2.1:** Expenses allowed must be itemized by all employees and Department Heads who expend City monies. If not itemized, it shall be considered as their salary and adjustment shall be made.

## ARTICLE III

### Family and Medical Leave Policy – Sick Leave and Pay Policy

#### **Section 3.1: Purpose**

This Policy is to outline the conditions under which an employee may request time off due to the birth or adoption of a child, for his or her own serious health condition, or to provide care for a certain family member(s) with such conditions.

#### **Section 3.2: Definitions**

A. A family and medical leave of absence is defined as an approved absence available to eligible employees for up to twelve (12) weeks of unpaid leave in a twelve (12) month period under the circumstances set forth in this Policy.

B. A family and medical leave of absence is a leave for reason of one (1) or more of the following:

1. The birth of a child to the employee;
2. The placement of a child with an employee for adoption or State-approved foster care;
3. The serious health condition of the employee; and
4. The serious health condition of the child, parent or spouse of the employee.

C. For purposes of this Policy, “child” is defined as a biological, adopted or foster child, a step-child, a legal ward or a child over whom the employee is standing “in loco parentis” who is either under eighteen (18) years of age or a dependent adult.

D. “Parent” is defined as “biological, foster, or adoptive parent, a step-parent or a legal guardian”. “Parent” does not include a parent-in-law or a grandparent.

E. "Serious health condition" is defined as an illness, injury, impairment or physical or mental condition of the employee, or of the child, parent, or spouse of the employee, and also involves either (1) treatment in an in-patient facility or (2) continuing treatment or supervision by a health care provider.

**Section 3.3: Substitution of Other Paid Leave**

An eligible employee must use vacation and/or personal time for any part or all of the twelve (12) weeks. Time used beyond earned time shall be without compensation.

**Section 3.4: Eligibility**

To be eligible for leave pursuant to this Policy, an employee must have worked for the Employer for a total of a least twelve (12) months, and must have worked at least one thousand two hundred fifty (1,250) hours during the twelve (12) month period prior to the request for leave.

**Section 3.5: Employment Restoration**

Any eligible employee who takes a leave covered by this Policy will be entitled upon return from such leave to be restored to the same position of employment as held when the leave began, or to be restored to an equivalent position with equivalent employment benefits, pay and terms and conditions of employment. Exceptions to the employment restoration provisions may be made for certain "key" employees to the extent allowed by law. A doctor's release is required where the employee is returning from a medical leave of three (3) or more days.

**Section 3.6: Basic Conditions for Leave**

In addition to the eligibility provisions and other terms of this Policy, certain basic conditions for a family and medical leave of absence must be met, as follows:

A. The Employer will require medical certification from a health care provider to support a request for leave due to an employee's own serious health condition or due to the employee's need to care for a child, spouse or parent with a serious health condition. The medical certification must confirm the following:

1. With respect to a leave requested due to the employee's own serious health condition, the medical certification must state that the employee has a serious health condition and is unable to perform the functions of his or her position because of said condition.

2. With respect to a leave requested for purposes of caring for a child, spouse, or parent, the medical certification must confirm the existence of a serious health condition and that the employee is needed to provide for the child, spouse, or parent possessing such a serious health condition.

At the Employer's discretion, a second opinion may be required at the expense of the Employer. Moreover, the Employer may also require periodic recertification of the need for the leave. In the event that the second medical opinion is required by the Employer and the first and second medical opinions differ, the Employer, at its expense, may require the opinion of a third health care provider selected by the Employer and the employee. The opinion of the third health care provider shall be binding upon the parties.

- B. For purposes of a leave due to the serious health condition of the employee, or due to the serious health condition of a spouse, parent or child of the employee, where medically necessary on an intermittent or reduced leave schedule (if leave is required on this basis), the Employer may require the employee to transfer temporarily to an alternative position that better accommodates recurring periods of absence or a part-time schedule, provided such a temporary position has equivalent pay and benefits.
- C. Where the employee and his/her spouse are both employed by the Employer, the employee and spouse are entitled to a combined period of twelve (12) weeks of leave (rather than twelve (12) weeks each) for the birth or foster placement of a child, or to care for a sick parent.
- D. Where a leave of absence is requested for the purposes of the birth, adoption, or foster placement of a child, such leave of absence must be taken within twelve (12) months after the birth, adoption or foster placement. Leave may begin prior to the birth, adoption or placement, as medical or legal circumstances dictate.

### **Section 3.7: Notification and Reporting Requirements**

Where the need for the leave may be planned in advance (such as the birth or placement of a child, or a scheduled medical treatment), the employee must provide thirty (30) days prior written notice to the Employer and make efforts to schedule the leave to minimize the disruption to the Employer's operations.



Where thirty (30) days notice is not possible, the employee must give as much notice as is practicable of a need for leave of absence. Failure to provide such notice may be grounds for denial of the leave request. An employee is also required to report periodically on his or her leave status and of his or her intention to return to work.

### **Section 3.8: Status of Employee Benefits During Leave of Absence**

An employee on an approved leave of absence pursuant to this policy may continue his/her coverage under the Employer's group health plan during the leave by arranging to pay his/her portion of the premium contributions. Where an employee elects not to return to work from an approved leave of absence, the Employer may recover from that employee the cost of premiums which the Employer paid, if any, to maintain the employee's group health plan coverage during the period of leave of absence, unless the failure to return to work was for reasons beyond the control of the employee. An employee on a leave of absence pursuant to this Policy accrues no additional seniority or other employment benefits during the leave.

### **Section 3.9: Procedures for Requesting Leave**

An employee requesting a family or medical leave must follow specific procedures. In addition to the requirements set forth in the other provisions of this Policy, these procedures are as follows:

- A. The employee must complete and submit a request for family and medical leave of absence form;
- B. The employee must complete and submit an insurance premium recovery authorization form;
- C. When the leave is requested as a result of the employee's own serious health condition, or the serious health condition of the parent, spouse or child of the employee, the employee must submit a completed certification of physician or practitioner form.

### **Section 3.10: Calculation of the Twelve (12) Month Period**

For purposes of this Policy, in determining the twelve (12) month period during which the twelve (12) weeks of leave may be granted, the Employer will utilize the "twelve month backward" method in calculating the extent of family and medical leave to which an employee is entitled. Under this method, when an employee makes a request for family and medical leave, the employee's family and medical leave record for the twelve (12) months preceding the date of request is examined.

In that twelve (12) month period, the employee will be entitled to take a maximum of twelve (12) weeks of family and medical leave.

**Section 3.11: Sick Leave and Pay**

**Section 3.11.1: Eligibility and Limits**

An employee shall accumulate paid sick leave at the rate of eight (8) hours per month of active service beginning his or her first year of employment. Paid leave can be carried over from year to year not to exceed nine hundred and sixty (960) hours.

**Section 3.11.2: Exclusions**

An employee with accrued paid sick leave under the provisions of Section 3.11.1 above who is ill or injured by reason of any cause other than one covered by Workman's Compensation, self-employment or employment by any other employer and who is required to be absent from work on account of that illness or injury is entitled to receive sick pay for his or her regularly scheduled hours of work for all scheduled work days missed until his paid leave is exhausted. Only employees who are actively employed at the onset or occasion of covered illness or injury shall receive benefits under this Article.

**Section 3.11.3: Medical Evidence Requirements**

Any sick pay benefits received under this Article shall be contingent upon the illness or injury being sufficiently disabling to require his or her absence from work. The City may require medical evidence in the form of a licensed medical physician stating that the employee is sufficiently disabled by his or her illness or injury that he or she cannot perform his or her duties. Where the City can provide employment within the physical capacity of the employee, the employee making application for, or receiving, benefits under this Article may be required to undergo a physical examination by a physician designated by the City. It is further agreed that an employee making application for, or receiving, benefits under this Article releases any physician having knowledge of his or her illness or injury to supply the City with such information. The City shall bear the cost of any such examination it requires an employee to take. Sick leave may be granted in minimum one (1) hour blocks for personal medical or dental appointments subject to Department Head approval.

ARTICLE IV

**FRINGE BENEFITS - ALL FULL TIME EMPLOYEES**

**Section 4.1:** Effective May 1, 2012, the vacation schedule for full time employees through April 30, 2022 shall be: after 1-7 years-2 weeks/ 8-11 years-3 weeks/12-17 years-4 weeks/18 years and over-5 weeks. Vacations are earned and are not a grant.

**Section 4.1.1:** Effective May 1, 2012, the following vacation schedule will be in effect for various listed department head positions as follows: Police Chief, Fire Chief, Deputy Police Chief, Public Works/Community Development Director, Facilities Manager, Water Department Manager, Economic Development/Planning Manager, and Street Department Manager. Vacation Schedule is: 0 – 5 years-3 weeks/6-17 years-4 weeks/18 years and over-5 weeks.

**INSURANCE - ALL FULL TIME EMPLOYEES**

**Section 4.2: Health Insurance**

The health insurance program in place at the date of execution of this Ordinance will be maintained for the term of this Ordinance for employees and dependents. The cost of this program will be paid by the City with each covered employee contributing thirty dollars per pay period toward the cost of health insurance for dependent coverage; a temporary program to choose alternate benefit options allows reduced employee contributions for dependent coverage. ECOH2 choice will reduce this premium by 50% during participation. The ECOH1 choice will waive the premium during participation. New employees will be covered after 90 days of continuous employment. The City's obligation to provide this benefit is restricted to actively employed employees only. The City will make the benefit available to an inactive employee only at the employee's expense and only to the extent that it is required to do so by the State of Illinois or Federal Law. Nothing in this section or any other provision of this Ordinance shall prevent the City from unilaterally changing carriers, self-insuring the benefits or instituting cost containment, preferred providers or other programs designated to make the program more cost effective. If the City does change the carrier or enter into a self-insured program it may alter the specific benefit program as long as the program does not substantially change the benefits and other employees of the City receive the same benefit.

**Section 4.2.1: Retired Employees Option**

A full time employee who has been covered by insurance benefits and wishes to stay on the plan after retirement must have completed eight (8) full years of service with the City (i.e. 2080 hours per year). The employee must be 55 years of age or older. The employee will assume the entire cost of his participation. This section does not affect any person now on the plan. Such employee is eligible under this provision or any other provision of this ordinance only for such benefits as are provided by the City to active employees as those benefits may from time to time be changed. After age 65, the continuance of the retired employee option is at the discretion of the City Council and may be discontinued or changed with a 60 day notice. Retirees and/or their Dependents under the age of sixty-five (65) may, at their own expense, remain in the Active Plan until age sixty-five (65) and will then become eligible for Medicare. Retirees and/or their Dependents over the age of sixty-five (65) are eligible for Medicare only at their own expense. This option is not available to any employee who leaves his employment with the City for reasons other than voluntary retirement. However, Federal and State laws will be followed where in conflict.

**Section 4.2.2: Disabled Employees**

This above option (Section 4.2.1) is available for any employee on disability retirement regardless of age or years of service.

**Section 4.3: Longevity** In May of 2022 each eligible full time employee who has been actively employed not less that 1,500 hours in the fiscal year ending April 30, 2022, shall receive longevity pay for the fiscal year May 1, 2021 to April 30, 2022; based upon his/her base wages earned during that year. His/her entitlement shall be based upon his/her Common Anniversary Date as stated above in this Ordinance. Two percent (2%) of the employee's base salary earned in fiscal year 2021-2022 shall be paid with the completion of each five (5) full time years of service and this shall not exceed eight percent (8%)of the employee's base salary for fiscal year 2021-2022. The percentage amount will be paid as follows:

- 2% of base salary beginning year 6-7-8-9-10
- 4% of base salary beginning year 11-12-13-14-15
- 6% of base salary beginning year 16-17-18-19-20
- 8% of base salary beginning year 21-22-23-24-25

The maximum amount will be 8% and no further increases in percentage will be allowed after 25 years of service. Refer to Exhibit C.

**Section 4.4: Base Wages**

The basic wage for hourly employees and positions shown in Exhibits A and B are for fiscal year 2022.

**Section 4.5: Call in Pay**

A regular full-time employee whose wage is set forth in Exhibit A who is called in after normal work hours shall be entitled to compensation at the rate of one and one-half times their hourly rate of pay or time off in lieu of pay at the discretion of the employee. Compensation will be for two hours minimum or actual time whichever is greater.

**Section 4.6: Work Day - Work Week**

The employees work day is the twenty-four (24) hours next following the start of work on the first day of work in the week. The employee will usually work five (5) eight (8) hour shifts in a work week. Nothing here is a guarantee of hours of work per day or days of work per week or pay in lieu thereof. Nothing precludes the Supervisor or Administration to assign flexible schedules when needed or for effective work programs.

**Section 4.7: Bereavement**

When death occurs in the immediate family of any employee, said employee shall be granted three (3) days off without loss of pay, provided he or she actually attends the funeral. Where the three (3) days coincide with scheduled days off, such days will not be paid. If the employee must travel more than five hundred (500) miles to attend the funeral, he or she shall be granted five (5) days off without loss of pay. Additional time, up to three (3) days off, may be granted at the discretion of the Department Head, and will be deducted from accumulated sick leave. For the purposes of this section, "immediate family" shall include the employee's current spouse, child or stepchild, grandchild, parent or stepparent, sibling or stepsibling, mother-in-law, father-in-law, grandparent or step-grandparent.

**EXHIBIT A.**  
**BASE WAGES – 5/1/21-4/30/22 (40 hours per week)**

**PUBLIC WORKS AND DEVELOPMENT DEPARTMENTS**

Sowers	Jerry	\$1,335.00	**	FY21 retro 05/1/20-10/31/20
Sowers	Jerry	\$93,625.00	**	Facilities Manager to 7/31/21
Quintanilla	Andrew	\$700.00		FY21 retro 05/1/20-10/31/20
Quintanilla	Andrew	\$49,174.00		Zoning Officer
Terre	Juan	\$776.00		FY21 retro 05/1/20-10/31/20
Terre	Juan	\$54,478.00		Code Enforcement Officer
Bruck	Nathan	\$1,168.00	**	FY21 retro 05/1/20-10/31/20
Bruck	Nathan	\$81,955.00		EconDevelop/Planning Mgr
Thompson	Steven	\$1,401.00	**	FY21 retro 05/1/20-10/31/20
Thompson	Steven	\$98,345.00		PW/CommDevelopDirector
Dmochowski	Scott	\$1,016.00		FY21 retro 05/1/20-10/31/20
Dmochowski	Scott	\$71,272.00		Building Inspector
Fay	Lori	\$1,016.00		FY21 retro 05/1/20-10/31/20
Fay	Lori	\$71,272.00		Electrical Inspector
Messinger	Shannon	\$1,245.00	**	FY21 retro 05/1/20-10/31/20
Messinger	Shannon	\$87,419.00		Street Dept. Manager
McDonald	Craig	\$1,308.00	**	FY21 retro 05/1/20-10/31/20
McDonald	Craig	\$91,790.00		Water Dept. Manager
Jacobson II	David	\$1,089.00	**	FY21 retro 05/1/20-10/31/20
Jacobson II	David	\$76,385.00		Public Works Foreman
Falk	Denise	\$560.00		FY21 retro 05/1/20-10/31/20
Falk	Denise	\$39,254.00		Clerk/Water Dept
Banta	Theresa	\$650.00		FY21 retro 05/1/20-10/31/20
Banta	Theresa	\$45,619.00		Bookkeeper/Water Dept
Schwengels	Barbara	\$666.00		FY21 retro 05/1/20-10/31/20
Schwengels	Barbara	\$46,756.00		Public Works Secretary
Massetti	Kim	\$666.00		FY21 retro 05/1/20-10/31/20
Massetti	Kim	\$46,756.00		Comm.Develop.Secretary
Lamb	Amber	\$734.00		FY21 retro 05/1/20-10/31/20
Lamb	Amber	\$51,454.00		Water Dept Office Manager
Urbanowitz	Calvin	\$25.13/hr	*	Plumbing Inspector
Driscoll	Kristy	\$519.00	*	FY21 retro 05/1/20-10/31/20
Driscoll	Kristy	\$40,560.00		Clerk/Water Dept

**GENERAL ADMINISTRATION**

Resenbeck	Amy	\$1,196.00	FY21 retro 05/1/20-10/31/20
Resenbeck	Amy	\$70,974.00	Deputy Treasurer
Krienke	Maxine	\$946.00	FY21 retro 05/1/20-10/31/20
Krienke	Maxine	\$53,173.00	Treasurer's Office Clerk
Krienke	Maxine	\$5,000.00	Pension Administrator
Mills	Sheila	\$852.00	FY21 retro 05/1/20-10/31/20
Mills	Sheila	\$59,008.00	Deputy City Clerk
Jacobson	Patricia	\$629.00	FY21 retro 05/1/20-10/31/20
Jacobson	Patricia	\$44,105.00	City Clerk's Office Clerk
Oswald	Dawn	\$629.00	FY21 retro 05/1/20-10/31/20
Oswald	Dawn	\$44,105.00	Mayor's Office Clerk

\*All part-time positions are set by resolution.

\*\* Exempt from Overtime Payment under FLSA

Zoning Board of Appeals Members	\$40.00 per meeting
Civil Service Commission Members	\$40.00 per meeting

Limit of 15 paid meetings per year for Zoning Board of Appeals

Limit of 25 paid meetings per year for Civil Service Commission

**FIRE DEPARTMENT**

Wiltfang	Gerald	\$1,340.00	**	FY21 retro 05/1/20-10/31/20
Wiltfang	Gerald	\$93,975.00		Fire Chief
Pash	Steven	\$355.00		FY21 retro 05/1/20-10/31/20
Pash	Steven	\$25,570.00		Deputy Chief of Admin

\*Fire Department positions are part-time (except Chief).

**POLICE DEPARTMENT**

Lynde	Charles	\$1,692.00	**	FY21 retro 05/1/20-10/31/20
Lynde	Charles	\$118,747.00		Chief of Police
McCammond	Michael	\$1,540.00	**	FY21 retro 05/1/20-10/31/20
McCammond	Michael	\$108,085.00		Deputy Chief of Police
Lynch	Shane	\$1,540.00	**	FY21 retro 05/1/20-10/31/20
Lynch	Shane	\$108,085.00		Deputy Chief of Police
Freezeland	Charleen	\$740.00		FY21 retro 05/1/20-10/31/20
Freezeland	Charleen	\$51,940.00		Secretary-Chief of Police
Starr	Patti	\$560.00		FY21 retro 05/1/20-10/31/20
Starr	Patti	\$39,254.00		Clerk Police Dept

**\*\*Exempt from overtime payment under FLSA**

**The FY21 retroactive pay is to compensate for the first half of the 2021 fiscal year when wages were frozen at the beginning of the Covid-19 pandemic. Normally, wage increases are retroactive to the beginning of the year, but in FY21 wages were increased 11/01/21 with no retroactive pay. Inclusion of these wages compensates the salary ordinance employees on the same basis as the collective bargaining employees.**



**EXHIBIT B. – Positions are set by resolution or ordinance.**

**Public Works/Community Development Director  
Facilities Manager  
Water Department Manager  
Public Works Foreman  
Clerks/Secretaries-Municipal Offices  
Street Department Manager  
Chief of Police  
Deputy Chief of Police  
Deputy City Treasurer  
Deputy City Clerk  
Administrative Assistants  
Mayor's Office Secretary  
Treasurer's Clerk  
City Clerk's Clerk  
Chief of Police Secretary  
Police Clerk  
Police Clerical Assistant  
Building Inspector, Structural Inspector,  
Plumbing Inspector, Electrical Inspector  
Fire Chief  
Fire Department Deputy Chief of Administration  
Zoning Board of Appeals Members (15 meetings per year)  
Civil Service Commission (25 meetings per year)  
Economic Development/Planning Manager  
Water Dept. Office Manager  
Zoning Officer  
Code Enforcement Officer**

**Part-time employees - Water Dept., Street Dept., including  
snow plowing and festival work**

**Part-time secretarial and clerical in all departments and City  
offices (as set by resolution)**

**Non-civil service, temporary or probationary employees may be paid  
up to the beginning rate of the Department where employed as per resolution. This  
would include employees from one day employment to 120 work days.**

**EXHIBIT C.**

**LONGEVITY SCHEDULE**

<b>Beginning Year 1</b>	<b>0%</b>
<b>Beginning Year 2</b>	<b>0%</b>
<b>Beginning Year 3</b>	<b>0%</b>
<b>Beginning Year 4</b>	<b>0%</b>
<b>Beginning Year 5</b>	<b>0%</b>
<b>Beginning Year 6</b>	<b>2%</b>
<b>Beginning Year 7</b>	<b>2%</b>
<b>Beginning Year 8</b>	<b>2%</b>
<b>Beginning Year 9</b>	<b>2%</b>
<b>Beginning Year 10</b>	<b>2%</b>
<b>Beginning Year 11</b>	<b>4%</b>
<b>Beginning Year 12</b>	<b>4%</b>
<b>Beginning Year 13</b>	<b>4%</b>
<b>Beginning Year 14</b>	<b>4%</b>
<b>Beginning Year 15</b>	<b>4%</b>
<b>Beginning Year 16</b>	<b>6%</b>
<b>Beginning Year 17</b>	<b>6%</b>
<b>Beginning Year 18</b>	<b>6%</b>
<b>Beginning Year 19</b>	<b>6%</b>
<b>Beginning Year 20</b>	<b>6%</b>
<b>Beginning Year 21</b>	<b>8%</b>
<b>Beginning Year 22</b>	<b>8%</b>
<b>Beginning Year 23</b>	<b>8%</b>
<b>Beginning Year 24</b>	<b>8%</b>
<b>Beginning Year 25 &amp; following</b>	<b>8%</b>

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Ordinance No.

**Section 4.7: Only the Street and Water Department Managers shall receive for 2021-2022 a uniform service allotment as determined by the in-force Union contract.**

**Section 4.8: Other Personnel**

Other employees shall have wages set by resolution. Employees represented through collective bargaining shall have wages set by resolution as negotiated.

**ARTICLE V.**

**Section 5.1: All ordinances or parts of ordinances in conflict herewith are hereby repealed. Resolutions in conflict herewith are hereby repealed.**

**ARTICLE VI.**

**Section 6.1: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as is required by law.**

**A P P R O V E D:**

**MAYOR**

\_\_\_\_\_

**A T T E S T:**

\_\_\_\_\_  
**CITY CLERK**

**PASSED:**

**APPROVED:**

**PUBLISHED**