

THE CITY OF



# GENOA

## MEMO

To: Mayor Vicary and the City Council  
From: Alyssa Seguss, Administrative Director   
Subject: November 3, 2020 Council Meeting Rescheduled  
Date: October 14, 2020

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The November 3, 2020 City Council meeting has been cancelled and instead will be held on November 2, 2020 at 7 PM.  
The reason for this rescheduling is due to the 3<sup>rd</sup> being Election Day.

**CITY OF GENOA**  
**CITY COUNCIL MEETING AGENDA**  
**OCTOBER 20, 2020**  
**7:00 P.M.**

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE OCTOBER 6, 2020 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE\***
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
  - A) CONSIDER AMENDMENTS TO THE DeKALB COUNTY ENTERPRISE ZONE**
    - MOTION TO APPROVE AN ORDINANCE AUTHORIZING BOUNDARY MODIFICATIONS TO THE AREA KNOWN AS THE DeKALB COUNTY ENTERPRISE ZONE – CONSERV FS-
  - B) PRESENTATION OF THE CITY OF GENOA’S 2021 STREET IMPROVEMENTS AND CONSIDER A SERVICE AGREEMENT WITH CES**
    - PRESENTATION BY KEVIN BUNGE, PRESIDENT OF CES, INC.
    - MOTION TO APPROVE AN ENGINEERING SERVICES AGREEMENT WITH CES, INC. FOR THE 2021 STREET IMPROVEMENTS PRELIMINARY ENGINEERING, NOT TO EXCEED \$140,100.
  - C) CONSIDER PRAIRIE STATE WINERY’S USE OF THE MUNICIPAL PARKING LOT FOR THEIR NOUVEAU CELEBRATION**
    - MOTION TO APPROVE PRAIRIE STATE WINERY’S USE OF THE MUNICIPAL PARKING LOT ON THURSDAY, NOVEMBER 19, 2020.

**D) CONSIDER AN ORDINANCE AMENDING THE MUNICIPAL CODE  
PERTAINING TO GOLF CARTS**

- MOTION TO APPROVE AN ORDINANCE AMENDING TITLE 6, MOTOR VEHICLES AND TRAFFIC, CHAPTER 6, GOLF CARTS, SECTION 4, OF THE MUNICIPAL CODE OF THE CITY OF GENOA

**IX. DEPARTMENT REPORTS**

- A) ADMINISTRATION**
- B) FINANCE**
- C) PUBLIC WORKS**
- D) POLICE**
- E) MAYOR**

**X. ANNOUNCEMENTS**

**XI. MOTION TO ADJOURN**

\*To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

		ACCOUNTS PAYABLE FOR OCTOBER 15, 2020	
	VENDOR		
1	AIS International	PW- New computer	\$ 665.00
2	Amazon Capital Services	PD- Replacement monitor for Main Street cameras	\$ 219.99
3	Automatic Control Services	PW- Monthly phone service for wells/towers- October 2020	\$ 120.00
4	Brent's Mailing	Postage machine ink cartridge	\$ 274.00
5	Buck Bros.	PW- Fuel filter	\$ 32.44
6	C.E.S. Inc.	Engineering Services- STU Project review- September 2020	\$ 12,492.71
7	C.E.S. Inc.	Engineering Services- Oak Creek Unit 4 Phase 2&3- September 2020	\$ 2,000.00
8	C.E.S. Inc.	Engineering Services- Street Bond Program- September 2020	\$ 5,443.40
9	Carnes Company	PW- Digester building exhaust fan replacement	\$ 1,401.72
10	Castle PrinTech	PW- 1000 Water disconnect notice door hangers	\$ 255.00
11	Charter	Monthly internet service - October 2020	\$ 204.98
12	City of DeKalb	PW- Monthly water testing	\$ 180.00
13	Core & Main	PW- Drain tile for storm drain on S Washington & Jackson St	\$ 786.00
14	Crown Exteriors	PW- Gutter repairs from parkway tree damage	\$ 147.00
15	CSR Bobcat	PW- Bobcat repairs	\$ 1,352.55
16	Culligan	Monthly rental- October 2020	\$ 29.95
17	Curran	PW- 34 Tons of hot mix for street repairs	\$ 210.04
18	David E. Eterno	PD- Adjudication Judge professional services- September 2020	\$ 131.25
19	DCEDC	2020 Membership	\$ 1,500.00
20	DeKalb Lawn	PW- Mower spring, mower belt, chainsaw blades, chainsaw chains, mower struts	\$ 1,402.89
21	Ferguson	PW- 12 New meter setters (See Purchase Requisition)	\$ 4,198.80
22	Ferguson	PW- Meter coupling, nuts, wrench, oil, gaskets, bolt sets, valve box	\$ 900.00
23	Genoa Automotive Repair	PW- New tire, mount and balance for Truck #147	\$ 296.53
24	Grainger	PW- Evacuation pump	\$ 214.84
25	Kirkland Saw Mill	PW- Sideboards for Truck #123	\$ 70.84
26	Kishwaukee Water Reclamation	Northern DeKalb County Sewer Study- Payment #4 of 5	\$ 1,000.00
27	Menards	PW- Materials for Genoa Chamber Santa Sleigh	\$ 270.62

		<b>ACCOUNTS PAYABLE FOR OCTOBER 15, 2020</b>	
	<b>VENDOR</b>		
28	Northern Tool & Equipment	PW- Needle driver and piston	\$ 33.44
29	PDC Laboratories	PW- Chemicals for water quality	\$ 36.00
30	PetroChoice	Unleaded fuel- 10/2/20	\$ 2,088.11
31	Quadient Finance USA, Inc.	Postage machine ink	\$ 129.05
32	Quill	All- Scissors, paper, coffee, Post-its, markers, copy paper, ink, creamer, pens	\$ 534.13
33	Rush Power Systems	PW- Generator coolant repairs	\$ 277.50
34	State Chemical	PW- Degreaser	\$ 614.76
35	Tobinson's	PW/PD- O-ring, door stop, wrench comb, pliers, compression nut, gorilla glue,	\$ 227.90
36		rope, pipe thread, nipple, garden hose, can liners, batteries, water filter,	
37		binder twine	
38	Uniform Den East	PD- Dress hat	\$ 58.50
39	USA Bluebook	PW- Lab testing supplies, marking paint	\$ 369.12
40	Vermeer	PW- Chipper blade sharpening	\$ 30.00
41	Welch Bros. Belviders, Inc.	PW- Barrel riser, catch basin, storm drain lid	\$ 677.00
42	WG Municipal Management LLC	Monthly Professional Services- September 2020	\$ 242.50
43	Wilson Nurseries	PW- Downtown tree replacement	\$ 291.00
44	Zarnoth Brush Works, Inc.	PW- Street sweeper brush	\$ 151.25
45			
46	<b>Total</b>		<b>\$ 41,560.81</b>
47			
48		<b>MANUALS FOR OCTOBER 15, 2020</b>	
49			
50	Visa	All- Annual Amazon Prime membership dues, flagpole, external hard drive,	\$ 647.40
51		Spotify monthly service fee, conferencing monthly service fee, pet supplies,	
52		K9 training meals & fuel	
53			
54	<b>Total</b>		<b>\$ 647.40</b>
55			

		<b>ACCOUNTS PAYABLE FOR OCTOBER 15, 2020</b>	
	<b>VENDOR</b>		
56		<b>TRANSFERS FOR OCTOBER 15, 2020</b>	
57			
58	C.E.S. Inc.	Engineering Services- Open Door Coffee - September 2020	\$ 695.00
59	C.E.S. Inc.	Engineering Services- Oak Creek Unit 4 Phase 2&3- September 2020	\$ 1,056.25
60	Genoa Township Park Dist	Riverbend & Oak Creek SSA Tax- 9/18/20	\$ 24,944.52
61	Waste Management	Monthly refuse service - September 2020	\$ 38,080.28
62	WG Municipal Management LLC	Monthly Professional Services- September 2020	\$ 97.00
63			
64	<b>Total</b>		<b>\$ 64,873.05</b>
65			
66	<b>Total</b>		<b>\$ 107,081.26</b>

**Department of Public Works**  
**Purchase Requisition for Items/Services Exceeding \$2,500.00**

Date:	Submitted By:	Equipment:	Dollar Amount:
9/9/20	Paul Naugle Water Division Supervisor	Residential Water Meter Setters	12ea. \$349.90 \$4,198.80

**Request Summary:**

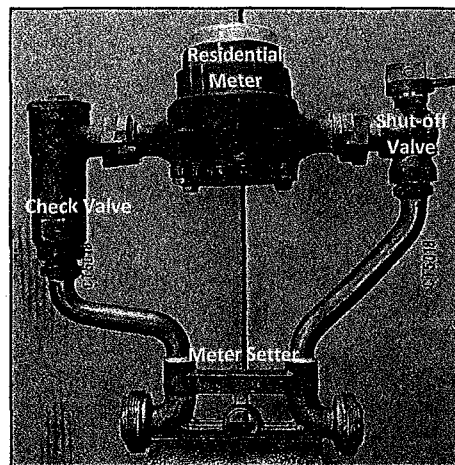
The meter setters are primarily used in combination with house plumbing for new construction, and are installed during the rough plumbing phase.

As part of the building permit process, the City provides the contractor a meter setter with a construction meter already attached. This allows the City to record water usage during construction, which is then charged to the builder. Once the house is completed, the City will remove the construction meter and install a permanent meter.

Seventy-six percent (\$260.00) of the cost for the meter setter is paid by the builder through the permit process.

The advantages of having a meter setter installed:

- It comes with a check valve that stops the house plumbing water to be siphoned back into the City's water system during a water main break.
- Knowing that meter will fit the house plumbing pipes.
- Having a good shut-off valve.
- The ability to issue the meter setter with a construction meter to record water usage.



Account Number: 53-42-601

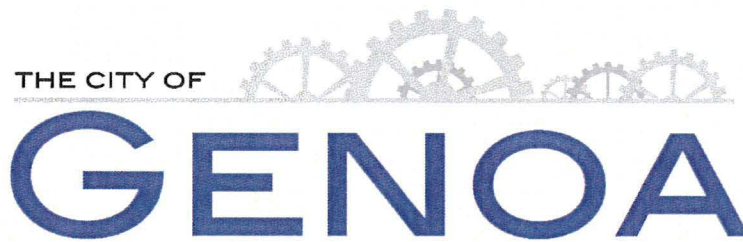
Purchase Amount: \$4,198.80

Total Account Budget: \$25,000      Year to Date Account Balance: \$19,442.23


Director of Public Works: Richard D. Dente      Date: 9/10/20

City Treasurer: Janis Tures      Date: 9/11/20

City Administrator: Mysa Segress      Date: 10/16/20



## MEMO

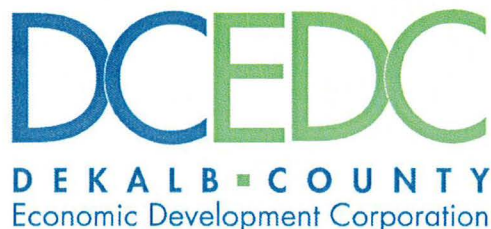
To: Mayor Vicary and the City Council  
From: Alyssa Seguss, Administrative Director   
Subject: Enterprise Zone Boundary Amendment  
Date: October 12, 2020

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Attached to this memo is a memo from Paul Borek, Executive Director of the DeKalb County Economic Development Corporation, regarding a boundary amendment to the DeKalb County Enterprise Zone. As similar previously approved ordinances have done in the past, this amendment would add territory to the current Enterprise Zone in order to incorporate property for a project (CONSERV FS rebuild and expansion in Waterman). Staff recommends approval of this ordinance authorizing boundary modifications, as does the DeKalb County Enterprise Zone Advisory Board.

Mr. Borek will be in attendance at the October 20<sup>th</sup> meeting to answer any questions regarding the project.





October 5, 2020

**MEMORANDUM**

TO: DeKalb County Enterprise Zone Designating Units of Government:  
DeKalb County, City of DeKalb, City of Genoa, City of Sandwich, City of Sycamore,  
Town of Cortland and Village of Waterman

FROM: Paul Borek.  
Enterprise Zone Administrator

SUBJECT: CONSERV FS Boundary Amendment Transmittal/Recommendation

On behalf of the DeKalb County Economic Development Corporation, I am pleased present a request by CONSERV FS for an Add-Territory Enterprise Zone Boundary Amendment to the DeKalb County Enterprise Zone.

CONSERV FS is planning to invest \$12-15 million to rebuild and expand its commercial/industrial bulk agricultural fertilizer, chemical mixing plant and storage facilities at their Waterman Service Center located on the southwestern perimeter of the Village of Waterman. CONSERV FS plans to retain 15 current jobs at the facilities they are rebuilding. Along with this, expansion will create an opportunity for additional staffing upward of 20 jobs as the company moves forward with the completion of all phases of their project. CONSERV indicates that they are on pace to move forward as soon as possible with completion of all phases projected during 2023. They are anticipating the first phase to be completed by the end of July 2021 and operational by the end of August 2021.

CONSERV FS is an agricultural cooperative providing agronomy, grain, fuels, propane, lubricant, agri-finance, turf, crop protection and crop nutrients to farmers as well as fleet owners, landscapers, sport field managers and homeowners. Headquartered in Woodstock, IL, they operate from 18 locations throughout northern Illinois and southern Wisconsin, including six in DeKalb County.

In order facilitate this agribusiness investment and expansion, an Enterprise Zone Boundary Amendment is needed to connect CONSERV's current site with the balance of their new expanded footprint. Ample space is available in the DeKalb County Enterprise Zone to accommodate this expansion. A total of 655 acres are currently available for allocation. After a CONSERV FS Amendment, 651 would remain available for future boundary amendments.

The Village of Waterman has annexed the new properties to accommodate the expansion and is supportive of the Boundary Amendment request. As a Designating Unit of Government in the DeKalb County Enterprise Zone, Waterman has supported all previous boundary and incentive amendments. This project would be Waterman's first Enterprise Zone project.

DeKalb County EDC  
2179 Sycamore Road, Unit #102  
DeKalb, IL 60115  
815-895-2711 (phone) · 815-895-8713 (fax)

[dcedc.org](http://dcedc.org)

bottom line

period

Attached for your review and consideration is an Ordinance amending City of DeKalb Designating Ordinance by adding the 4 acre development site defined by the attached Legal Description (Exhibit A) and Map (Exhibit B), as well as an Amendment to the DeKalb County Enterprise Zone Intergovernmental Agreement (Exhibit C). We kindly request your consideration of this Ordinance at your earliest convenience.

The DeKalb County Enterprise Zone Advisory Board, consisting of the DCEDC Executive Committee and representatives of the Enterprise Zone Designating Units of Government and Participating Taxing Bodies, unanimously recommended approval of the CONSERV FS Add-Territory Boundary Amendment on August 17, 2020.

CITY OF GENOA  
DEKALB COUNTY, ILLINOIS

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**ORDINANCE NO. 2020- \_\_\_\_\_**

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ADOPTED BY  
THE MAYOR AND  
CITY COUNCIL  
OF THE  
CITY OF GENOA

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AN ORDINANCE AUTHORIZING BOUNDARY MODIFICATIONS TO THE  
AREA KNOWN AS THE DEKALB COUNTY ENTERPRISE ZONE –  
CONSERVE FS-

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Adopted October 20, 2020 by the Mayor and City Council of the City of Genoa  
DeKalb County, Illinois, and approved and published in pamphlet form  
This 20<sup>th</sup> day of October, 2020.

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

**CITY OF GENOA  
AN ORDINANCE AUTHORIZING BOUNDARY MODIFICATIONS  
TO THE AREA KNOWN AS THE DEKALB COUNTY ENTERPRISE ZONE  
- CONSERV FS -**

**WHEREAS**, the City of DeKalb, the Town of Cortland, the City of Sandwich, the City of Sycamore, the Village of Waterman and the County of DeKalb (collectively, with the City of Genoa, the "Designating Units of Government") entered into an agreement and adopted ordinances and resolutions establishing an Enterprise Zone including incorporated portions of the City of DeKalb, the Town of Cortland, the City of Genoa, the City of Sandwich, the City of Sycamore and the Village of Waterman and unincorporated portions of the County of DeKalb; and;

**WHEREAS**, the Designating Units of Government entered into an Intergovernmental Agreement dated December 5, 2014, as amended, setting forth mutually-agreed property tax abatements available to certain types of businesses located within the Zone, as set forth in the Initial and subsequently amended Designating Ordinances; and,

**WHEREAS**, the Initial Designating Ordinances and the DeKalb County Enterprise Zone were certified by the Illinois Department of Commerce and Economic Opportunity (the "DCEO") to begin operations on January 1, 2016, in accordance with the Illinois Enterprise Zone Act (20 ILCS 655/1 et. seq.), hereafter referred to as the "Act"; and,

**WHEREAS**, there is a need to expand the boundary of the DeKalb County Enterprise Zone to include the area as described in Exhibits "A" and "B", and,

**WHEREAS**, the proposed area to be added is contiguous, as defined in the Act, to the existing DeKalb County Enterprise Zone boundaries, and,

**WHEREAS**, there is adequate available acreage in the DeKalb County Enterprise Zone to accommodate the boundary amendment, and,

**WHEREAS**, a public hearing regarding this boundary amendment was held on October 1, 2020; and

**WHEREAS**, this Ordinance and the related Amendment to the DeKalb County Enterprise Zone Intergovernmental Agreement found in Exhibit "C" shall be in effect from and after their passage, approval and recording according to law.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Genoa that it hereby approves and concurs with expanding the boundary of the DeKalb County Enterprise Zone to include those areas as described in Exhibits "A" and "B," also referred to as Amendment 3 to the Zone boundary.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective immediately upon the adoption thereof, subject to approval by the Illinois Department of Commerce and Economic Opportunity.

**PRESENTED, PASSED AND APPROVED** this 20<sup>th</sup> day of October 2020.

<b>Alderman Name</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Pam Wesner				
Glennis Carroll				
Dennis Di Guido				
James Stevenson				
Courtney Winter				
Chuck Cravatta				
Jonathon Brust				
Katie Lang				
Mayor Mark Vicary				

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Mark Vicary, Mayor

(SEAL)

ATTESTED and filed in my office this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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Kim Winker, City Clerk

**CITY OF GENOA ORDINANCE**  
**AUTHORIZING BOUNDARY MODIFICATIONS**  
**TO THE AREA KNOWN AS THE DEKALB COUNTY ENTERPRISE ZONE**  
**BOUNDARY AMENDMENT 3**  
**-CONSERV FS-**

**EXHIBIT "A"**

The following parcels are requested to be added to the DeKalb County Enterprise Zone as the 3rd Amendment to the Zone boundaries since its inception in 2016:

**PARCEL ONE: LAND DESCRIBED IN DOCUMENT 2007-14421: 1 ACRE M/L**

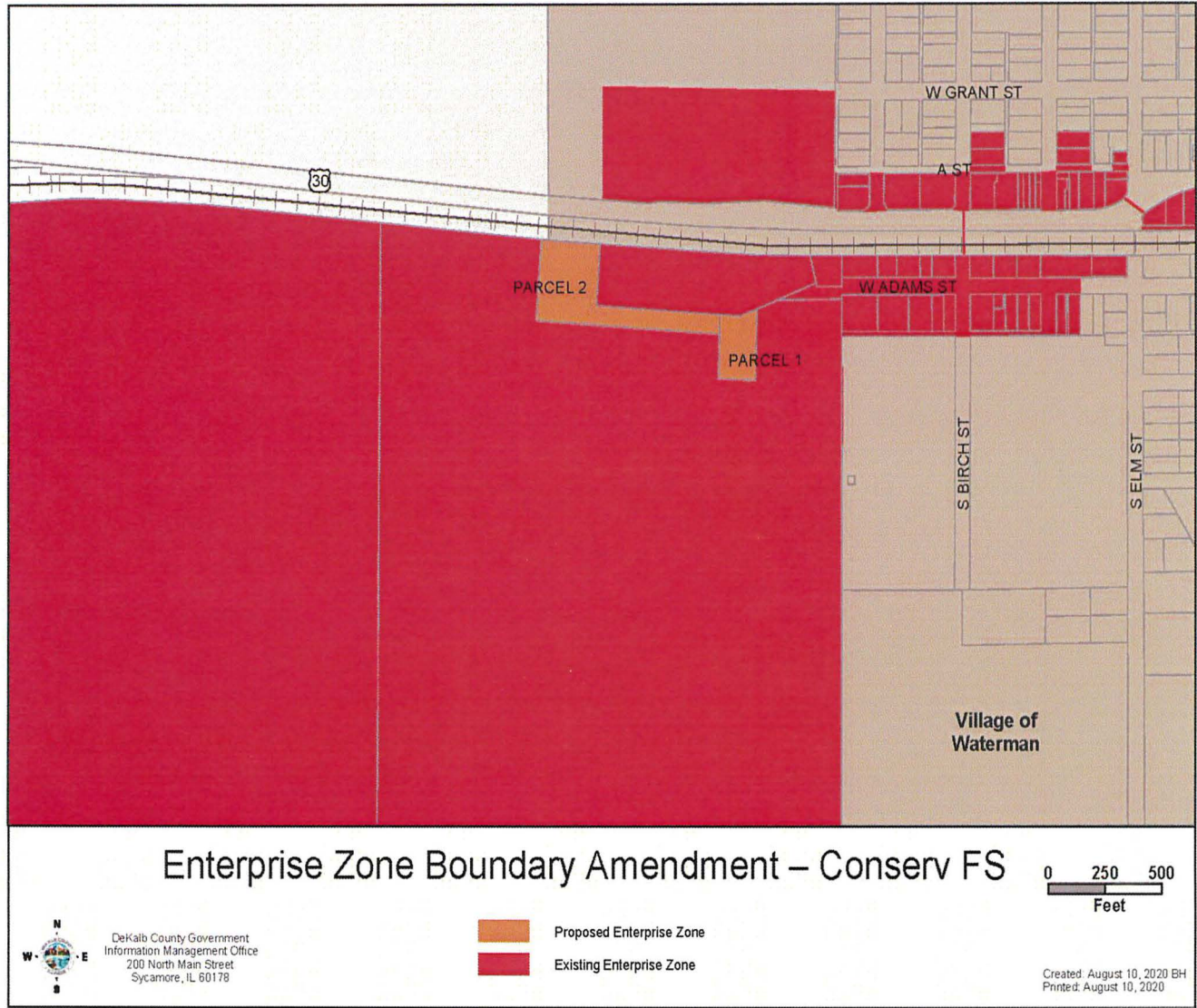
THAT PART OF THE EAST HALF OF SECTION 16, TOWNSHIP 38 NORTH, RANGE 4 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF LOT "A" OF THE WALDEE INDUSTRIAL SUBDIVISION AS RECORDED IN BOOK "N" OF PLATS, PAGE 16; THENCE SOUTHWESTERLY ALONG A SOUTHERLY LINE OF LOT "B" OF SAID SUBDIVISION, 73.4 FEET; THENCE WESTERLY, AT AN ANGLE OF 153 DEGREES 16 MINUTES MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 86.0 FEET ALONG A SOUTHERLY LINE OF SAID LOT "B"; THENCE SOUTHERLY, AT AN ANGLE OF 87 DEGREES 00 MINUTES MEASURED CLOCKWISE FROM SAID SOUTHERLY LINE, 260.0 FEET; THENCE EASTERLY, AT RIGHT ANGLES TO THE LAST DESCRIBED COURSE, 164.6 FEET; THENCE NORTHERLY, AT RIGHT ANGLE TO THE LAST DESCRIBED COURSE, 290.11 FEET TO THE SOUTHERLY LINE OF SAID LOT "A"; THENCE SOUTHWESTERLY ALONG SAID SOUTHERLY LINE, 12.6 FEET TO THE POINT OF BEGINNING; ALL IN CLINTON TOWNSHIP, DEKALB COUNTY, ILLINOIS.

**PARCEL TWO: 3 ACRES M/L**

THAT PART OF SECTION 16, TOWNSHIP 38 NORTH, RANGE 4 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF LOT "C" IN WALDEE INDUSTRIAL SUBDIVISION, BEING A SUBDIVISION OF PART OF THE EAST HALF OF SECTION 16, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 30, 1964, IN BOOK "N" OF PLATS, PAGE 16, AS DOCUMENT NO. 323923; THENCE SOUTH 04°34'14" WEST, ALONG THE WEST LINE OF SAID LOT "C" FOR A DISTANCE OF 248.91 FEET TO THE SOUTHWEST CORNER OF SAID LOT "C"; THENCE SOUTH 85°25'46" EAST ALONG THE SOUTH LINE OF SAID LOT'S "C" AND "B" IN SAID WALDEE INDUSTRIAL SUBDIVISION FOR A DISTANCE OF 550.03 FEET TO THE NORTHWEST CORNER OF PROPERTY DESCRIBED IN DOCUMENT 2007-014421; THENCE SOUTH 01°34'14" WEST, ALONG THE WEST LINE OF PROPERTY DESCRIBED IN DOCUMENT 2007-014421 FOR A DISTANCE OF 80.11 FEET; THENCE NORTH 85°25'46" WEST, FOR A DISTANCE OF 816.89 FEET; THENCE NORTH 04°34'14" EAST, FOR A DISTANCE OF 328.91 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF THE BURLINGTON NORTHERN & SANTE FE RAILROAD; THENCE SOUTH 85°25'46" EAST, ALONG SAID RIGHT OF WAY, FOR A DISTANCE OF 262.67 FEET TO THE PLACE OF BEGINNING, IN DEKALB COUNTY, ILLINOIS.



CITY OF GENOA ORDINANCE  
 AUTHORIZING BOUNDARY MODIFICATIONS  
 TO THE AREA KNOWN AS THE DEKALB COUNTY ENTERPRISE ZONE  
 BOUNDARY AMENDMENT 3  
 -CONSERV FS-  
 EXHIBIT "B"



## **EXHIBIT "C"**

### **AN AMENDMENT TO THE DEKALB COUNTY ENTERPRISE ZONE INTERGOVERNMENTAL AGREEMENT -CONSERV FS BOUNDARY AMENDMENT-**

BE IT ORDAINED AND RESOLVED BY THE CITY OF DEKALB, THE TOWN OF CORTLAND, THE CITY OF GENOA, THE CITY OF SANDWICH, THE CITY OF SYCAMORE, THE VILLAGE OF WATERMAN AND THE COUNTY OF DEKALB (COLLECTIVELY THE "DESIGNATING UNITS OF GOVERNMENT") AS PARTIES TO THE DEKALB COUNTY ENTERPRISE ZONE INTERGOVERNMENTAL AGREEMENT ADOPTED ON THE 5<sup>TH</sup> DAY OF DECEMBER 2014, AND AS SUBSEQUENTLY AMENDED:

That said Agreement shall be amended to reflect modifications to the Legal Description of the DeKalb County Enterprise Zone, as defined in Boundary Amendment 3 found below:

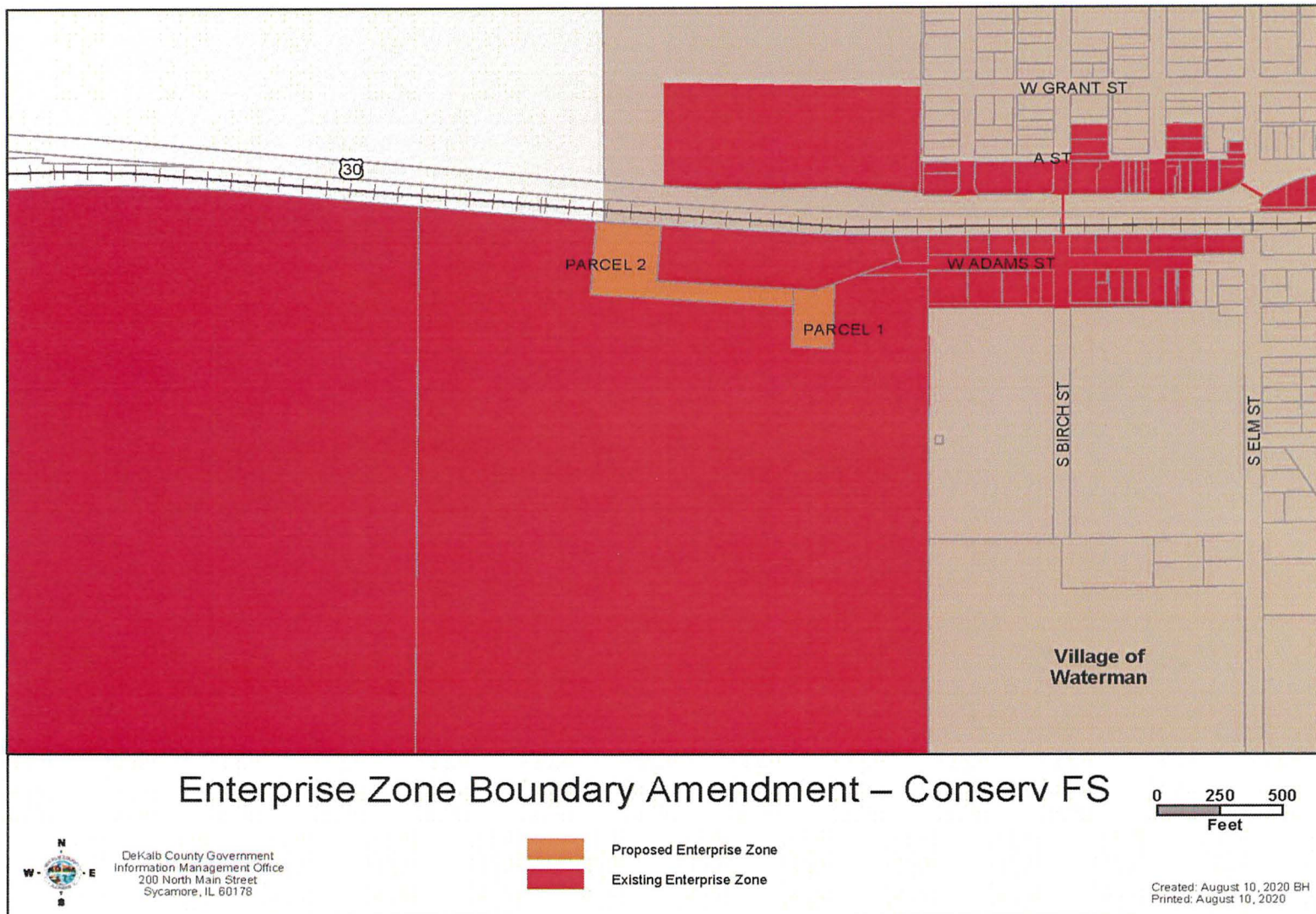
#### **PARCEL ONE: LAND DESCRIBED IN DOCUMENT 2007-14421: 1 ACRE M/L**

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#### **PARCEL TWO: 3 ACRES M/L**

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**IN WITNESS WHEREOF**, the Parties have hereunto set their hands on the date first written above.

**City of DeKalb**

By: \_\_\_\_\_  
Mayor

**ATTEST**

By: \_\_\_\_\_  
City Clerk

**County of DeKalb**

By: \_\_\_\_\_  
County Board Chairman

**ATTEST**

By: \_\_\_\_\_  
County Clerk

**Town of Cortland**

By: \_\_\_\_\_  
Mayor

**ATTEST**

By: \_\_\_\_\_  
Town Clerk

**City of Genoa**

By: \_\_\_\_\_  
Mayor

**ATTEST**

By: \_\_\_\_\_  
City Clerk

**City of Sandwich**

By: \_\_\_\_\_  
Mayor

**ATTEST**

By: \_\_\_\_\_  
City Clerk

**City of Sycamore**

By: \_\_\_\_\_  
Mayor

**ATTEST**

By: \_\_\_\_\_  
City Clerk

**Village of Waterman**

By: \_\_\_\_\_  
Village President

**ATTEST**

By: \_\_\_\_\_  
Village Clerk



To: Mayor / City Council

From: Richard Gentile  
Director of Public Works

Date: October 14, 2020

Subject: Approve Engineering Services for 2021 Street Improvements

I am seeking a motion by the Mayor / City Council to approve Civil Engineering Services (CES) engineering service proposal for the City's 2021 Street Improvement's Preliminary Engineering, not to exceed \$140,100.00 (5%) of the total estimated cost of \$2,652,000.00 for the street improvements.

The \$140,100.00 is for the Preliminary Engineering Design to identify the required repairs and specifications to make the necessary street improvements and those cost associated with bids documents, bid letting, and review to make certain of low bidder's qualifications.

During the same meeting that the City Council will consider CES's recommendation, they will provide another engineering service agreement for Construction Engineering/ Management. The dollar amount will be based on the man-hours needed to oversee the contractors performing the work and required material testing.

CES will provide the necessary engineering to meet State and Local requirements for street design specifications for all 16 streets that have been identified in the enclosed information to be completed based on the priority group. The total linear feet of road repairs is 18,170.

The cost for engineering may seem high, but other engineers routinely charge between 8 – 10 % for the same type of services. CES total cost is based on the amount of engineering design work required for each street.

- The “Rebuild Illinois Bond Grant” that the City received will be used towards the repair cost for S. Genoa Street. The City will receive a total of six installments totaling \$342,239.16. Each installment amount is \$57,039.86 and paid on a yearly basis. The City has received 2 of 6 installments.
- The “Surface Transportation Program – Urban” (STU) provides an estimated \$68,000.00 of Federal funded allotment money towards City Street improvements administered through the “Illinois Department of Transportation Multi – Year Program” The City’s STU fund balance is estimated at \$168,185.00 that will be used towards the repair cost to E. Hill Street.

Bids for all streets except E. Hill Street will be let by the City in January or February 2021, and the work probably would not start until May or June. The Illinois Department of Transportation (IDOT) will manage the Bid Letting for E. Hill Street, and their scheduled Bid Letting is March or April of 2021, and work would probably not start until July or August, if not later?

It is important to have the preliminary engineering design completed for all 16 streets prior to letting the Bid, this will allow the City to add streets from the priority 2 group, based on the low bidder. For those streets that do not get done next year, the City will have the engineering completed to schedule the repair work when funding is available.

Note: Staff will determine the necessary sidewalks to be repaired along the streets identified on the 2021 Street Improvement Map.

Please see the enclosed information.

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If there are any questions, please feel free to contact me.





C.E.S. Inc. – Main Office  
700 West Locust Street  
Belvidere, Illinois 61008  
Phone: (815) 547-8435  
Fax: (815) 544-0421

C.E.S. dba Survey-Tech  
104 A Maple Court  
Rochelle, IL 61068  
Phone: (815) 562-8771  
Fax: (815) 562-6555

[Kevin.Bunge@Civilideas.com](mailto:Kevin.Bunge@Civilideas.com)

## WORK AUTHORIZATION

**Date:** September 30, 2020 (Revised 10-12-20)

**Subject:** Street Improvements 2021 (Bond Program and S.T.U. Funding)

**Requested by:** City of Genoa – Rich Gentile

**General scope of work to be completed:**

C.E.S. Inc. will perform Preliminary Engineering for the streets and limits per the attached exhibit to include:

- SITE VISIT, PHOTOS, CONDITION NOTES AND JULIE MAP REQUESTS.
- TOPOGRAPHY OF EXISTING STREETS FOR LIMITS AND PROFILES.
- VERIFY EXISTING BITUMINOUS AND AGGREGATE BASE THICKNESS VIA CORES.
- ENGINEERING PLANS TO INCLUDE RECYCLING AND/OR MILL-AND-FILL FOR ALL STREETS EXCEPT HILL STREET AND S. GENOA STREET. S. GENOA ROADWAY TO BE COMPLETELY RECONSTRUCTED AND HILL STREET TO BE PARTIAL DEPTH RECONSTRUCTION OF PAVEMENT SURFACE ONLY.
- PLANS TO BE PREPARED IN TWO PACKAGES; ONE FOR LOCAL BIDDING (ALL EXCEPT HILL STREET) AND ONE FOR BIDDING THRU IDOT STU FUNDING PROCESS (HILL STREET ONLY).
- ATTEND ALL MEETINGS WITH CITY AND/OR IDOT AS NECESSARY.
- COORDINATE WITH AND OBTAIN APPROVAL OF IDOT FOR S.T.U. FUNDING OF HILL STREET.
- GOAL IS TO BID THE LOCAL PROJECT IN JANUARY OR FEBRUARY AND THE S.T.U. PROJECT IN MARCH; THIS MAY VARY IF IDOT CAN NOT PROCESS OR REVIEW DOCUMENTS QUICKLY DUE TO SHORT STAFFING.
- ASSIST THE CITY WITH THE BID OPENING AND BID TABULATIONS. THE PRELIMINARY ENGINEERING PHASE ENDS WHEN THE BID TABULATIONS ARE COMPLETE.

Not included in the quoted fees:

- ROW or lot surveys; revisions due to changes in the scope or limits of project after our work has commenced; application fees to any agency; negotiations with property owners for easement or access rights; material testing. **Construction Engineering/Management is not included** and will be quoted after the contractors (and their schedules) are known. Estimated Construction Engineering and Material testing fees are 7% to 9% of the construction cost, depending on contractor's schedule.

**Fees:** \$140,100.00 (Not to Exceed)

Approval of Quote and Authorization to proceed (Owner/Client)

Date

Printed Name (Owner/Client)

Title

Organization (Owner/Client)

Please deliver, mail, e-mail, or fax completed Work Authorization to C.E.S. Inc. at

[Kevin.Bunge@Civilideas.com](mailto:Kevin.Bunge@Civilideas.com)

Bond and STU Streets - Worksheet as of 10/15/20

			\$\$	Length (L)	Width (W) +/-	\$\$/L	\$/ (L*W)	LF chkd	
1	S. Genoa (C/G)	Main to W. Hill	\$605,000	1300	30	\$465	\$15.5	x	Total Reconstruct and fix cross section
2	S. Locust (NO)	E. Main to E. Hill	\$125,000	1190	25	\$105	\$4.2	x	
3	S. Brown (Both)	E. Main to E. Hill	\$140,000	1090	29	\$128	\$4.4	x	
4	S. Hadsall (C/G)	E. Main to Ace Hardware	\$225,000	1940	27	\$116	\$4.3	x	
5	Koch (NO)	Central to E. Hill	\$60,000	660	24	\$91	\$3.8	x	
6	Elm Street (NO)	Sycamore to Locust	\$40,000	360	23	\$111	\$4.8	x	
7	Central Avenue (Both)	Locust to Rt 23	\$160,000	1960	21	\$82	\$3.9	x	1/2 Block of Curb and Gutter
8	Church (NO)	Sycamore to Locust	\$40,000	360	26	\$111	\$4.3	x	
9	E. Hill (C/G)	Sycamore to Rt 23	\$475,000	2250	32	\$211	\$6.6	x	Lots of Misc work
10	Homewood (C/G)	Sycamore to Stott	\$110,000	1000	26	\$110	\$4.2	x	
11	S. Stott (Both)	E. Main to E. Hill	\$125,000	1060	28	\$118	\$4.2	x	
			\$2,105,000						

12	E. Railroad (NO)	Sycamore to Stiles	\$200,000	2010	26	\$100	\$3.8	x
13	N. Washington (C/G)	Main to 1st St.	\$75,000	590	31	\$127	\$4.1	x
14	N. Sycamore C/G)	Main to 1st St.	\$115,000	800	30	\$144	\$4.8	x
15	N. Locust (NO)	1st to 2nd St.	\$37,000	480	18	\$77	\$4.3	x
16	Prairie (NO)	Main to Railroad Ave.	\$120,000	1120	31	\$107	\$3.5	x
			<u>\$547,000</u>					
C/G = Has Curb and Gutter					average =	\$109	\$4.2	(average
NO = Does not have Curb and Gutter								
Both = Some of each condition								
			<div>\$2,652,000</div>	( Includes Hill Street - STU Funding - #9 )				
				18170	Total Lineal Footage including Hill and Genoa			

Des Eng @ 5% = \$132,600 +/-  
+ Cost of Corings = \$7,500 50%+ savings over Geotech firm  
\$140,100





The streets marked with solid green lines are the **1st priority of streets** to be completed.

The streets marked with blue dots are the **2nd priority streets** and based on the Contractor's bid amount will determine which ones get completed.

## 1st Priority - Streets



- 1.) S. Genoa from Main to W. Hill Street
- 2.) S. Locust from E. Main to W. Hill Street
- 3.) S. Brown from E. Main to Ace Hardware
- 4.) S. Hadsall from E. Main to Ace Hardware
- 5.) Koch Dr from Central to E. Hill Street
- 6.) Elm from Sycamore to Locust Street
- 7.) Central Ave from Locust to Rt 23
- 8.) Church from Sycamore to Locust Street
- 9.) E. Hill Street from Sycamore to Rt 23
- 10.) Homewood Dr from Sycamore to Stott St.
- 11.) S. Stott Street from E. Main to E. Hill Street

## 2nd Priority - Streets



- 12.) E. Rail from Sycamore to Stiles Street
- 13.) N. Washington from Main to 1st Street
- 14.) N. Sycamore from Main to 1st Street
- 15.) N. Locust from 1st to 2nd Street
- 16.) Prairie from Main to Railroad Ave.



October 12<sup>th</sup>, 2020

Genoa City Council

333 E. 1<sup>st</sup> Street

Genoa, IL 60135

Re: Reserving Parking Lot

Dear Council Members,

As many of you know, and perhaps have attended, we host an annual Nouveau Celebration on the third Thursday in November. This worldwide event celebrates the end of harvest and the release of the first young vintage of wine.

This year presents a unique challenge in trying to keep our popular annual event going. Since we are not allowing indoor seating or gathering of any kind we thought about utilizing the adjacent parking lot to host our celebration.

We will not be selling wine in the parking lot but we do provide a complimentary half-glass of Nouveau for people to participate in the annual toast. We always provide some type of food and entertainment to enjoy as well.

We anticipate cooler weather so we were thinking about providing three or four fire pits and using our five patio heaters to cozy things up a bit. We also anticipate customers wanting to linger on their own lawn chairs and open a bottle of Nouveau purchased at the winery. We will make every effort to ensure that all customers and staff follow social distancing guidelines and wear mask when moving about. And of course making sure everyone is of legal age.

Please feel free to contact me if you have any questions or concerns. Thank you for your thoughtful consideration on this matter.

Sincerely,

Rick Mamoser, Owner, Prairie State Winery

815-757-4433 rickmamoser@prariestatewinery.com

A handwritten signature in black ink, appearing to read 'Rick Mamoser', followed by a long horizontal line extending to the right.





To: Mayor / City Council

From: Richard Gentile *RG*  
Director of Public Works

Date: October 12, 2020

**Subject:** Municipal Code, Section 6-4-4 Rules and Regulations Item G.

I am seeking a motion by the Mayor / City Council to amend Ordinance 2020-19 of the City's Municipal Code, Section 6-4-4 Rules and Regulations Item G regarding Golf Carts and UTV's.

It was brought to my attention that a UTV was driving on the paved path in Derby Estates subdivision. Although it is a paved path, I do not believe this was the City Council's intention when considering the ordinance language.

When discussed at the City Council meeting, there was a general consensus that the paved trail that connects Madison Street to the Riverbend subdivision can be used for Golf carts and UTVs for the purpose of traveling between the two locations.

I am recommending the City Council amend the ordinance to clarify the intended location of the approved paved path, as described in item G. Also, to provide additional language to control the vehicle speed when using the paved path.

**Current Language:**

G. Golf carts and UTVs may not be operated on sidewalks or in City Parks, including the City's prairie trail system, other than on paved paths or parking areas.

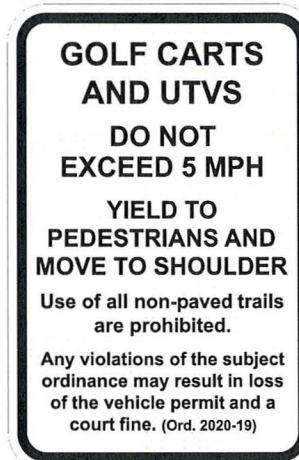
**Proposed Language:**

G. Golf carts and UTVs shall not be operated on sidewalks or in City Parks, including the City's prairie trail system, other than designated parking areas and the paved trail between Madison Street and Stearn Drive at a speed not to exceed 5 miles per hour.

The signage is directed to Golf Cart and UTV users to help provide some control measures to ensure pedestrian safety. Without a defined speed limit, there would not be clear and written enforceable speed for these type of vehicles.

As discussed with the Police Chief, the intention is not to patrol the path, but be able to address the situation, if necessary.

The signs are on order and will be placed at each end of the trail in an area that would be visible for those driving a Golf Cart or UTV on the trail.



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If there are any questions, please feel free to contact me.

CITY OF GENOA  
DEKALB COUNTY, ILLINOIS

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**ORDINANCE NO. 2020- \_\_\_\_\_**

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ADOPTED BY  
THE MAYOR AND  
CITY COUNCIL  
OF THE  
CITY OF GENOA

---

AN ORDINANCE AMENDING TITLE 6, MOTOR VEHICLES AND TRAFFIC,  
CHAPTER 6, GOLF CARTS, SECTION 4, OF THE MUNICIPAL CODE OF  
THE CITY OF GENOA

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Adopted October 20, 2020, by the Mayor and City Council of the City of Genoa  
DeKalb County, Illinois, and approved and published in pamphlet form  
This 20<sup>th</sup> day of October 2020.

**ORDINANCE NO. 2020-\_\_\_\_\_**  
**AN ORDINANCE AMENDING TITLE 6, MOTOR VEHICLES AND TRAFFIC,**  
**CHAPTER 6, GOLF CARTS, SECTION 4 OF THE MUNICIPAL CODE OF THE CITY**  
**OF GENOA**

BE IT ORDAINED by the Mayor and City Council of the CITY OF GENOA, DeKalb County, Illinois, as follows:

WHEREAS, there is a desire within the City of Genoa to drive golf carts on City Streets; and

WHEREAS, for the safety of residents, it is necessary to put regulations in place; and

WHEREAS, it is necessary to amend the Municipal Code from time to time;

NOW THEREFORE, BE IT ORDAINED the Municipal Code of the City of Genoa be amended as follows:

SECTION 1: That Title 6, Motor Vehicles and Traffic, Chapter 6, Golf Carts, Section 4 G be amended to read:

- G. Golf carts and UTVs ~~may~~ shall not be operated on sidewalks or in City parks, including the City's prairie trail system, ~~other than on paved paths or parking areas.~~ other than designated parking areas and the paved trail between Madison Street and Stearn Drive, at a speed not to exceed 5 miles per hour.**

SECTION 2: This ordinance shall be in full force and effect from and following its passage and approval.

<b>Alderman Name</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Pam Wesner				
Glennis Carroll				
Dennis Di Guido				
James Stevenson				
Courtney Winter				
Chuck Cravatta				
Jonathon Brust				
Katie Lang				
Mayor Mark Vicary				

PASSED by the City Council of the City of Genoa, DeKalb County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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Mark Vicary, Mayor

(SEAL)

ATTESTED and filed in my office this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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Kim Winker, City Clerk