

**CITY OF GENOA
CITY COUNCIL
MEETING AGENDA
JUNE 7, 2023 7 P.M.
City Council Chambers
333 East First Street Genoa, IL**

- I. CALL TO ORDER & ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF THE MINUTES FROM THE MAY 17, 2023 SPECIAL CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE***
- VII. OLD BUSINESS**
- VIII. FUTURE ITEMS FOR DISCUSSION**
- IX. NEW BUSINESS**
 - A) UPDATE FROM BRIAN GRAINGER, GRAINGER 55+ DEVELOPMENT**
 - B) APPROVE A RESOLUTION AUTHORIZING THE ACCEPTANCE OF REAL PROPERTY FROM GRAINGER, LLC N/K/A RIVERBEND BY GRAINGER, LLC TO THE CITY OF GENOA**

Included in the packet is a resolution authorizing the acceptance of two of the Riverbend detention ponds, currently owned by By Grainger. When the Developer (Grainger) acquired the subdivision, the purchase included the detention ponds that needed significant improvements. Under the Development Agreement with the City of Genoa, By Grainger would complete the improvements and then the City would accept the property. Grainger has completed those improvements which have been inspected by the Public Works Director and following the City's acceptance of the properties, the ponds will be maintained by the Park District utilizing the existing Special Service Area funds within the subdivision for the purpose of maintaining the detention ponds and open space. This action and maintenance thereafter are consistent with the other subdivisions within the City of Genoa.
 - C) APPROVE AN AMENDMENT TO THE CITY'S REVOLVING LOAN FUND APPLICATION PACKET**

Included in the packet is an amendment to the City's Revolving Loan Fund application to state, "Additionally, the loan may not be received in conjunction with a City economic development incentive (i.e. sales tax incentive or property tax abatement)".
 - D) APPROVE AN ORDINANCE AMENDING TITLE 8, CHAPTER 1 AND 6 OF THE MUNICIPAL CODE OF THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS**

The City's Wastewater Treatment Committee has been analyzing and discussing the City's utility rates and is recommending the Ordinance included in the packet. These changes include:

 - A 15¢ increase to water rates
 - An 18¢ increase to sewer rates

- Increasing the basic user charge for **non-residential** metered users
- Amending the ordinance to state that the City will post notice on the property for past due bills (current practice), not mail a notice (what the code currently states). This section also removes the requirement that water bills must be paid in full because Staff does work out payment plans on a case-by-case basis.
- Adds language that clarifies that water bills left unpaid by tenants are ultimately the responsibility of the property owner.
- Language removed since the first draft- unpaid bills by a previous owner are due from a new owner before water service can be reinstated. Staff will be looking into how other communities address this issue and will report back to the Council.

E) APPROVAL OF AN ORDINANCE APPROVING A PLANNED UNIT DEVELOPMENT FOR A COMMERCIAL BUILDING WITH A DRIVE THRU AND FINAL PLAT OF SUBDIVISION AT 720 EAST MAIN STREET

Included in the packet is a Project Review Report outlining a request for a Planned Unit Development for a 2,000 square foot commercial building for a Taco Bell with a drive-thru. The Plan Commission met and held a Public Hearing on April 13, 2023 and unanimously recommended approval to the City Council, with the conditions outlined in the Project Review Report. The Final Engineering is currently under review. The Final Plat is also under final review. Since the Plan Commission meeting, Staff and the petitioner have worked with the Illinois Department of Transportation to have a portion of the old Route 23 Right of Way released. The following two items relate to the City's acquisition of the ROW from IDOT (Item F), following a deposit of funds from Ampler to pay for the right of way, and then ultimately the release of the right-of-way under the terms of the agreement in Item G.

F) APPROVAL OF A RESOLUTION AUTHORIZING THE CITY OF GENOA TO PURCHASE PARCEL 3EX0110 FROM THE STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION FOR THE FAIR MARKET APPRAISE VALUE, SUBJECT TO AND CONTINGENT UPON THE CITY ENTERING INTO AN AGREEMENT WITH AMPLER DEVELOPMENT, LLC TO ADVANCE THE PURCHASE PRICE AND ATTORNEYS' FEES AND OTHER COSTS AS DETERMINED TO BE APPROPRIATE BY THE CITY ADMINISTRATOR

G) APPROVAL OF AGREEMENT WITH AMPLER DEVELOPMENT FOR THE ACQUISITION PROPERTY FROM THE CITY OF GENOA

Final draft to be presented at the City Council meeting.

H) APPROVE AN AMENDMENT TO THE PERSONNEL POLICY REGARDING COMPENSATION FOR WATER AND SEWER LICENSING

Due to feedback during a recent exit interview, Staff conducted surveys to compare compensation for water and sewer licensing amongst other local and comparable municipalities. Currently, employees that obtain a water or sewer license are given a stipend of \$.25 per license per hour, which has not increased in 20+ years. Following an analysis of the data, Staff is recommending that the City's Personnel Policy be amended to increase the stipend per water and sewer license from \$.25 to \$.50 per hour, with a maximum of \$3.50 extra per hour. This change would not be applied to those who have already obtained licenses but instead be to incentivize current and future employees to obtain water and sewer licensing. Furthermore, Staff also believes this would help retain current employees through growth opportunities.

- I) AUTHORIZE THE USE OF THE OAK CREEK ESTATES PARK FOR A FOOTBALL CAMP ON JUNE 14TH, 15TH, AND 16TH FROM 5:30 PM TO 7:30 PM.**
- J) APPROVE THE CITY OF GENOA'S DONATION POLICY**
From time to time, the City receives requests for donations from local organizations and groups. For this reason, the Mayor had requested the Finance Advisory Committee draft a Donation Policy, which is included in the packet. The donation policy defines a donation, whether it be monetary, use of property, or an in-kind donation of Staff time and the requirements that said request must meet before the City will consider a donation.
- K) APPROVE A MASTER SOFTWARE LICENSE AGREEMENT, NOT TO EXCEED \$2,500**
A new requirement for the FY23 Audit is GASB Statement 87 - Leases. Sikich LLP, the City's Auditor, has created a software ledger system to assist with calculations, prepare journal entries and prepare quantitative disclosures to meet these new requirements. The cost of their software is a one-time fee of \$2,500. This software will continue to be useful for future fiscal year calculations and disclosures. We have looked at other software options, and Debt Books verbally quoted a cost of \$8,000. The City has worked with Sikich for many years, and they have always provided excellent auditing guidance and services. This software will be a great asset to the Finance Department's audit process.

X. DEPARTMENT REPORTS

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

XI. ANNOUNCEMENTS

XII. 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.