



## **City Council**

City Council Chambers ♦ 524 West Stephenson Street ♦ Freeport, IL 61032

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### **MINUTES REGULAR MEETING Monday, July 7, 2014**

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#### **CALL TO ORDER**

The regular meeting of the Freeport, Illinois, City Council was called to order in council chambers by Mayor James L. Gitz with a quorum being present at 6:00 p.m. on Monday, July 7, 2014.

#### **ROLL CALL**

Present on roll call: Mayor Gitz and council members Tom Klemm, Shawn Boldt, Ronnie Bush, Jennie DeVine, and Sally Brashaw (5). Alderperson Endress, Koester, and Crutchfield were absent (*see notation under 6:18 p.m. for Alderperson Crutchfield to enter meeting*). Corporation Counsel Sarah Griffin was present.

#### **APPROVAL OF AGENDA**

Mayor Gitz asked for leave of council to add a presentation for the Union Dairy immediately following public comments on the agenda. Alderperson Klemm moved for approval of the agenda as amended, seconded by Alderperson Brashaw. Motion prevailed by voice vote without dissent.

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Alderperson DeVine.

#### **MINUTES**

The minutes from June 16, 2014 regular meeting were presented. Alderperson DeVine moved for approval of the minutes, seconded by Alderperson Brashaw. Motion prevailed by voice vote without dissent.

#### **PUBLIC COMMENTS – AGENDA ITEMS**

There were no public comments on agenda items this evening.

#### **PRESENTATION REGARDING UNION DAIRY 100<sup>TH</sup> ANNIVERSARY**

Mayor Gitz congratulated Jodi Miller and the Union Dairy for a successful special event celebrating their 100<sup>th</sup> Anniversary the weekend of June 20<sup>th</sup> to 22<sup>nd</sup>. Jodi Miller thanked the departments and the entire City who came together to help make their celebration a success. She stated that on Friday night they celebrated by presenting excellent entertainment and this was enjoyed by an older crowd earlier in the evening and a younger crowd later in the evening. The evening was topped off with a fireworks display. On Saturday the car show was wonderful and on Sunday the parade and family fun fest was enjoyed by all, especially the children. Ms. Miller stated the comment she has received was that it was a “wholesome” event where everyone could come together and celebrate not only the Union Dairy but also Freeport. Freeport is what helped make it successful and she is blessed to be a part of Freeport.

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**PRESENTATIONS TO INTRODUCE POLICE OFFICERS**

Chief of Police Todd Barkalow introduced three officers hired in the spring of 2014 that graduated from the Police Training Institute where they completed intensive scenario based training. He stated he is very proud of their performance, performing up to Freeport Police Department's reputation. They will now begin their training with a field officer of the Freeport Police Department. Chief Barkalow introduced Patrolmen Allison Palmer, Gabriel Gamino, Mark Baluyut, Justin Stralow. The patrolmen will work one on one with a Field Training Officer for sixteen weeks to learn local booking procedures, investigations, mapping of City streets and City Ordinances. Chief Barkalow thanked the mayor and city council for allowing him to hire these officers and they will do their best to train them.

**PUBLIC HEARING REGARDING PROPOSED REDEVELOPMENT PROJECT AREA TO BE KNOWN AS THE MEADOWS REDEVELOPMENT PROJECT AREA**

*Notice as published in the Journal Standard on June 18, 2014 and June 25, 2014: City of Freeport, Illinois Proposed adoption of Redevelopment Plan and Project and Designation of a Redevelopment Project Area - Notice is hereby given that, on July 7, 2014, at 6 pm, the City of Freeport will hold a public hearing at the City Hall, 3rd Floor in Council Chambers, 524 W. Stephenson Street, Freeport, Illinois, to consider the approval of a proposed redevelopment plan (the "Redevelopment Plan") and the designation of a proposed redevelopment project area to be known as the Meadows Redevelopment Project Area (the "Redevelopment Project Area"). At the hearing, comments will be heard on the Draft Redevelopment Plan and Project and the designation of the Redevelopment Project Area and adoption of tax increment allocation financing therefore. The proposed Redevelopment Plan and Project is on file and available for public inspection at the Office of the City Clerk at 524 W. Stephenson Street, Freeport, Illinois. It is also available for viewing on the City of Freeport website ([www.cityoffreeport.org](http://www.cityoffreeport.org)) under Community Development Department. As set forth in the Redevelopment Plan and Project, the City proposes to alleviate certain conditions that without intervention will result in the Redevelopment Project Area becoming a blighted area; and to enhance the tax base of the City and the taxing districts having taxable property within the Redevelopment Project Area. The Plan shall expire by a date not later than 23 years from the adoption of the Ordinance approving the Redevelopment Project Area, which shall occur no later than December 31, 2037. At the hearing, all interested persons or affected taxing districts may file written objections with the City Clerk and may be heard orally with respect to any issues regarding the approval of the Redevelopment Plan and Project, the designation of the Redevelopment Project Area and the adoption of tax increment allocation financing. The hearing may be adjourned by the Mayor and City Council of the City without further notice other than a motion to be entered upon the minutes of the hearing fixing the time and place of the subsequent hearing. The notice also included ADA wording.*

At 6:12 p.m., Alderperson Klemm made a motion to open the public hearing, seconded by Alderperson Bush. Motion prevailed by voice vote without dissent. Mayor Gitz stated that first we will be conceptualizing the overview of this public hearing by our TIF consultant from Vandewalle and Associates and this will be presented by Colleen Johnson. She will include what a conservation TIF is and is not. He stated then we will have summary of the Joint Review Board proceedings by Community Development Director Jim Brown. After that we will go to questions from the council and questions from the public. He asked those present to sign in on the sheets being passed around. Mayor Gitz asked Community Development Director Jim Brown to first give an overview of the plans for the JoAnn Fabric project. Director Brown stated that the JoAnn Fabric shopping center's developer has a plan that is broken out into three phases. He stated they have pretty much completed the first phase which is reconstructing the JoAnn Fabric retail store and there has been a Certificate of Occupancy issued on that building recently and they are preparing for their grand opening later this month. Phase II, he stated is the heart of the redevelopment, which includes improvements to the north side of the site containing a loading dock

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and the flooding issue will be addressed in that area. On the eastside, it will be turned into a more functional place for the movement of semis and straight trucks for the unloading of merchandise. Phase II will also include façade improvements to the old JoAnn Fabric building and the Family Dollar Store. This includes asbestos abatement, roof work, façade improvements and demolition of the Sherwin Williams portion of the building. Phase III will provide cross access to the Aldi's retail store. It includes preparation of an out lot at the southwest corner of the site and landscaping improvements to the site.

At 6:18 p.m., Alderperson Crutchfield entered council chambers bringing the number of council members present to six (6).

Colleen Johnson of Vandewalle and Associates presented the statutory requirements and processes for establishing a TIF (Tax Incremental Financing) District and in particular for the Meadows Redevelopment Project Area. She explained that a TIF district is a tool for promoting reinvestment and redevelopment in areas that are either determined blighted areas or conservation areas. Ms. Johnson explained this particular (Meadows Redevelopment Project Area) is a Conservation Area TIF District.

Ms. Johnson reviewed the process and specifics included in conducting an eligibility study and writing of the draft redevelopment plan through a prepared PowerPoint presentation. After that the TIF consultants and TIF attorney made a study and plan available to public (located in the Office of the City Clerk and also placed on the City of Freeport website under the Community Development Department documents), the council then set date of public hearing (by ordinance). A notice of hearing was prepared and distributed to property owners within TIF area. The process also included approving the TIF district (by ordinance), a presentation at the Committee of the Whole meeting held on June 14, 2014, the Joint Review Board (JRB) convened for a meeting which included the taxing jurisdictions who are overlaid within this area, and now tonight's public hearing. She stated after the public hearing the council will be introduced the TIF District through an ordinance at the next council meeting. She stated this particular district is called Meadows TIF Redevelopment District and she provided an overview of the area included and stated that a more detailed map is included on the Meadows Redevelopment Project Area placed on the City of Freeport website on the Community Development Department page. Ms. Johnson described the boundary and land uses within the (Proposed) Meadows TIF which is called a Conservation Area TIF District. She explained the broad land use areas including the orange area which is marked as a mixed use area described as commercial and residential, the red areas are commercial, the yellow areas are residential, and the green areas are open space. She stated this matches the City of Freeport Comprehensive Plan.

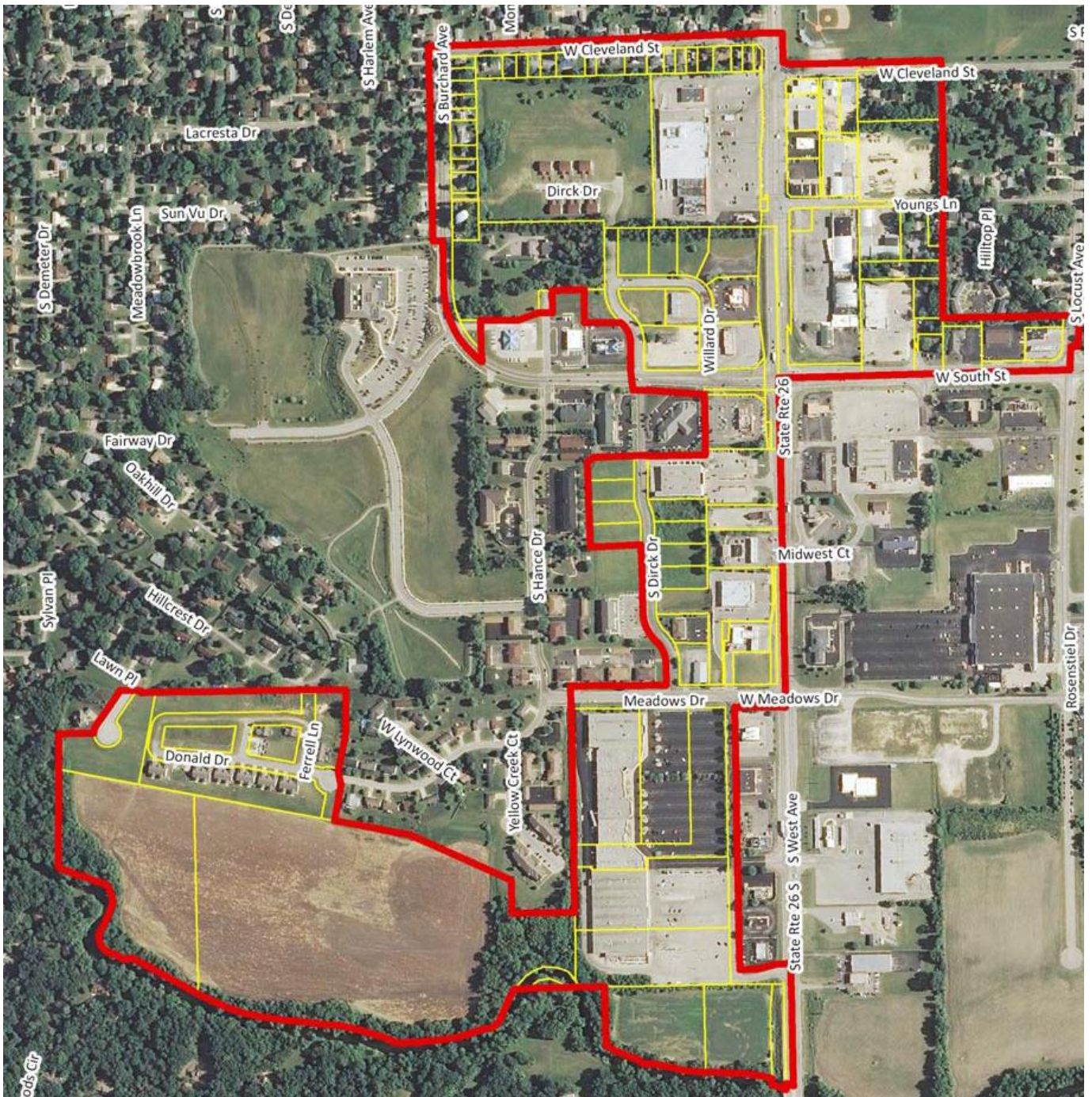
The Conservation Area means any improved area within the boundaries of a redevelopment project area located within the territorial limits of the municipality in which 50% or more of structures in the area have an age of 35+ years or more. They did find that 53% of the properties are over 35 years old. Such an area is not yet a blighted area but because of a combination of 3 or more factors is detrimental to the public safety, health, morals, or welfare and such an area may become a blighted area. Ms. Johnson explained the seven eligibility factors found for Meadows RPA and explained that these cause the area to be eligible for a Conservation TIF including:

1. Deterioration
2. Structures Below Minimum Code (53% of structures are older than 35 years in age)
3. Deleterious Land Use Or Layout (commercial and residential areas not buffered properly)
4. Excessive Vacancies (former K-Mart building and a plaza on the north end)



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5. Inadequate Utilities (streets with inadequate sub-base for truck load, water main on Cleveland Avenue prone to failure and requires replacement, the existence of Yellow Creek 100 year flood plain and the need for storm water management, street lighting inadequate, sidewalks incomplete)
6. Lack Of Community Planning (intensity of development without proper buffering)
7. Stagnant Growth Rate Of Equalized Assessed Value (analysis provided decline of 4 of 5 yrs.)



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**Redevelopment Plan for Meadows TIF**

RPA = 173.5 acres, 150 Parcels

Included narrative description of five-sub areas (noted on separate slides)

Estimated EAV for RPA (2013) = \$9,704,504 (Based on County assessments, May 2014)

Ms. Johnson explained the plan anticipates potential for up to \$90 million in new development during 23-year lifespan of the TIF RPA's and may "increase by as much as \$30 million of equalized assessed value." Ms. Johnson explained that a Proposed Meadows TIF area could be used for a tool is that increase in assessed value above what exists so that the taxes that are levied on that increase in value are what can be used to make reinvestments in the TIF area. Proposed Meadows TIF District goals include: general improvements, improve infrastructure, strengthen commercial vitality, and improve stormwater management.

Sub-Area: NE Area

- Goals: Strengthen commercial district

\*Note: in draft, plan, described as NW Area – typo on page 20

Sub-Area: NW Area

- Goals: Upgrade infrastructure serving SF homes; rehab shopping area

\*Note: in draft, plan, described as NE Area

Sub-Area: Central Area

- Goals: Strengthen retail frontage, stormwater, transition to multi-family to west

Sub-Area: South Area

- Goals: Strengthen retail environment, stormwater, transition to multi-family to west

Sub-Area: West Area

- Goals: Improve stormwater management, public improvements to stalled development

Ms. Johnson stated after her presentation that she was entering the draft Plan into the Public Record along with its appendices which include: Appendix I: Legal Description of Project Area Appendix II: Proposed Area Parcel listing and EAVs Appendix III: Proposed Project Area Boundary and Parcel Identification Map Appendix IV: City of Freeport Future Land Use Map Appendix V: Freeport Zoning Map.

The following was read into the record by Community Development Director Jim Brown:

**“STATEMENT OF APPROVAL OF THE MEADOWS TIF PLAN & PROJECT BY THE JOINT REVIEW BOARD:** Pursuant to the Tax Increment Redevelopment Act, 65 ILCS 74.4 et seq.(“Act”), on June 16, 2014, the City of Freeport convened a meeting of the Joint Review Board to consider the Draft Meadows Redevelopment Plan and Project (“Plan”). The meeting was convened at 10:00 am at the Freeport City Hall, 524 W. Stephenson Street, Freeport, IL. Representatives from the Freeport Community College District, the Freeport School District, the Freeport Park District, the Stephenson County Board, the City of Freeport, and a member of the public at large were present. The Joint Review Board reviewed the eligibility study for the proposed redevelopment project area, the Plan, draft ordinances the City is contemplating adopting and the objectives of the Act. After a presentation by Scott

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Harrington from Vandewalle & Associates and a discussion of the Plan among the members, a vote was taken and the voting members of the Joint Review Board unanimously found that the proposed Plan met the eligibility criteria for designation as a conservation area as that term is defined the Act; the Plan met the requirement of the Act; and the Plan conformed to the objectives of the Act.” Director Brown requested the above stated statement to be entered into the minutes.

Corporation Counsel Sarah Griffin explained the the City of Freeport has a resolution on the books where we (instead of what you typically do is that you only give back the surplus to the other taxing bodies meaning money in essence not been spoken for) we cut that down by 25% off the top and only take the initial 75% before we even start planning to have a surplus. The taxing bodies are aware of that. We have had that on the books for close to ten years and that was also discussed the Joint Review Board.

At this time the floor was opened to the council members. There were no comments or questions.

The floor was then opened for public comments. Mr. Steve Spudich had been signed on the sheet to speak and Mayor Gitz noted that council members were provided a copy of the written statement.

Steve Spudich, 1660 Gladewood Drive, Freeport Illinois summarized his written letter provided to the City Clerk in the morning. Mr. Spudich spoke about the notices of this meeting and a discrepancy which he described although it is not clearly stated he took it to mean that no one may speak at the meeting without filing a letter with the City Clerk. His first objection is that the statement gives the impression that no comment is desired from anyone. His second objection is the two page single spaced, legal description does not show the area of the proposed TIF as well as a map. He stated this gives the impression that the intent is to leave the public in the dark. He suggested that a map could have been included in on the back of the unused back of the three pages that were mailed twice. Mr. Spudich voiced his objection that the Freeport Planning Commission was given no information about the TIF proposal and have no chance to make any recommendations. He also stated an objection that no parcels along Yellow Creek are presently partially zone F-1 though we have such a designation and there are parcels zoned F-1 along the Pecatonica Rive. All the parcels in the proposed TIF along the creek are zoned R-2, even the parcel along Route 26 between Kmart and the creek, which is all flood land, and was flooded halfway up the bank of the Kmart fill twice in 2002. Parts of these parcels were zoned F-1 in the past and were changed without a public hearing, which is illegal. F-1 or Open spaces zoning increases public awareness of potential flooding and decreases chances of misconceptions that could have blocked recent sale of a home in Gladewood. Such zoning should be reinstated. Mr. Spudich stated he had received a copy of the proposed TIF map.

Mayor Gitz invited audience members to come forth. There were no other public comments.

Alderpersion Klemm asked about the areas in the TIF proposed area and noted there is an areas of a development which he referred to as “going south” in the poor economic times and there are others that he might ask why should that be a part of it but there are a lot of drainage issues down there that we need to improve. One of the only ways that the funding can forward for that is from this TIF district. He stated his support in that many of the areas to be developed will be the commercial areas in it and he hopes it will help move Freeport forward.



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Mayor Gitz asked the Zoning Officer, Director Brown, if the proposed tax increment financing district has an area in it that is close to Yellow Creek that is primarily in the flood plain and whether in any of the work that has been presented on this proposed district if there was any plan for development in this area, such as buildings. He asked what is the function of including this area in the conservation district. Director Brown stated there is no specific plan for any type of building or structure to be constructed in that flood plain area (the area that is highlighted as green on the map). The intent of including that area in the TIF District is twofold. One is that it gives us access to that failed development and other is to use that area to accommodate other storm water management measures for the entire area. We could use that area along the Yellow Creek for large detention storage and areas that benefit storm water management for the entire TIF area and areas outside of the TIF.

Mayor Gitz asked about the TIF notice that was mailed Corporation Counsel Griffin stated the particular notices referred to by Mr. Spudich were mailed to properties that are not located within the TIF but are located within 250 feet outside of the TIF. The actual notice was prepared by our outside legal counsel and it is one of those things where you have to follow the legal statutes and do it to comply and they are very strict about that so that is why we had Mary Riordan draft it to be sent out to the property owners. Counsel Griffin stated there was an incorrect date on the first notice so that it needed to be corrected and sent out for the second time. As to the plan availability, it says very clearly that the plan is available in the Office of the City Clerk and placing it on the website was a perk. We are not required to do that and those of you that attend council meetings and follow those agendas know that it has been available for months since about May 9, 2014. But that is why we send out notice to the average person who may not be following agendas like that and yes legal descriptions are hard to read but that is what is required. Corporation Counsel Griffin explained that quite a few people came to the City Clerk's office to review the proposed TIF plan and either obtain a copy of the plan or discuss the theory behind it with us. She stated that four people joined the interested party registry. She explained that this is a tool so that if you are interested you can ask to be placed on the list so that you can get a notice of everything regarding it.

Mayor Gitz asked Colleen Johnson whether the Planning Commission can act in place of the City Council in the role to approve a TIF. Ms. Johnson stated the Planning Commission cannot act in place of the council in terms of approving a TIF. As with many TIF's the interest in following the statute completely in terms of process requires that it goes through City Council. As to whether you have an option of adding in a Planning Commission meeting over and above that she was not sure if that would not be allowed.

Mayor Gitz asked about the issue of the zoning mentioned by Mr. Spudich for the flood plain/flood area. He asked does the approval of the TIF in anyway affect the zoning one way or another in this area. Ms. Johnson stated it does not affect the zoning, no it does not. Mayor Gitz asked whatever zoning we do have will continue after the approval of the tax increment financing district. He stated including any changes to the Planning Commission might make and the council approve for zoning is that not correct. She stated that is correct.

Alderman Boldt asked about the map for the tax increment financing proposed Meadows TIF and what avenues that City has made it available to the public. City Clerk Zuravel stated there were copies available on her desk and people would come in and look at it and if they had any questions, we would

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review the plan with them and we would also ask if they would like a color copy of the map. Most the time they wanted a color copy of the map but they did not want a copy of the 60 page report. They were also told about tonight's meeting and they would have time for public comment. Discussion was held as to the notice mailed by Corporation Counsel to those outside the TIF and also mailed as a certified letter noticing that the plan was available in the office of the City Clerk and to give notice of the public hearing.

Mr. Spudich asked about an area of land south of the Kmart parcel and whether it had been rezoned. Colleen Johnson stated that area was shaded red as commercial and it is a generalized description and it does not affect the zoning. Mr. Spudich stated that an area all along Yellow Creek had been zoned as F-1 and it was changed sometime before 2009 and it was done so without the public hearing so that according to the Department of Natural Resources is not legal. Mayor Gitz stated he cannot speak on the zoning during the time period of 2009. Mayor Gitz stated it is immaterial because we are not changing zoning. Mayor Gitz stated with this TIF plan we could improve the drainage in the area and give us options that is in line with best practices for drainage. Mr. Spudich stated the current zoning along that area shows that it is R-2 and it was changed illegally because that had been F-1 and there was no public hearing to change that from F-1 to R-2. Mayor Gitz stated that is duly noted but it is irrelevant to this public hearing and has no impact on it one way or another and if there is an issue with the zoning it will need to be taken up with the Planning Commission.

Seeing no other comments to come before the council, Mayor Gitz asked for a motion to close the public hearing. At 6:55 p.m., Alderperson Klemm moved to close public hearing, seconded by Alderperson Brashaw. Motion prevailed by voice vote without dissent. Mayor Gitz stated it is anticipated that in two weeks (July 21<sup>st</sup>) the ordinances will be brought forth to the council for the Meadows TIF district and the council will determine its action.

**CONSENT AGENDA**

The following items were presented on the Consent Agenda in the council packet and Mayor Gitz read the listed items into the record [Consent Agenda PDF](#)

- A. Approval to receive and place on file:
  - 1) Community Development Monthly Activities Report for June 2014 including Building, Electrical, HVAC, Plumbing and Sign Permits
  - 2) Fire Department Monthly Activities Report for May 2014
- B. Approval of Motor Fuel Tax Fund Bills Payable (Register #0044) --- \$36,001.66
- C. Approval of Water and Sewer Bills Payable (Registers #166, 169, 173, 175, 179, 181) --- \$545,440.58
- D. Approval of Payroll for pay period ending June 14, 2014 --- \$428,653.28
- E. Approval of Finance Bills Payable (Registers #172, 174, 176, 177, 178, 180, 182, 183, 184) --- \$571,924.86
- F. Approval of Resolution R-2014-53: Resolution to Request Temporary Closure of Streets – Colby Smith Memorial 4 Mile Classic on August 23, 2014

Alderperson Brashaw moved for approval of the consent agenda as presented, seconded by Alderperson Boldt. The motion prevailed by a roll call vote of;

Yeas: Klemm, Boldt, Bush, DeVine, Brashaw and Crutchfield (6)

Nays: none



**ORDINANCES – FIRST READING**

**1<sup>ST</sup> READING OF ORDINANCE NO. 2014-31:**

**AN ORDINANCE AMENDING CHAPTER 290 (COMPENSATION AND BENEFITS) SECTION 290.01 (CLASSIFICATION PLAN) OF THE CODIFIED ORDINANCES OF THE CITY OF FREEPORT REGARDING FINANCE COORDINATOR**

Finance Director Cynthia Haggard presented the ordinance and stated this requests council for permission to make the part-time Accounting Clerk a full-time Finance Coordinator. This would also waive the hiring freeze placed by Mayor Gitz. The part-time Accounting Clerk is needed full time: The position will be handling all vendor payments; vendor system maintenance and reporting; posting cash receipts; payroll processing; troubleshooting and reporting; processing fixed payments (loan payments); filing; and performing Other miscellaneous duties, as assigned. Director Haggard explained the current part-time Accounting Clerk is currently averaging 30 hours a week projected to be \$22,136 for the fiscal year. Changing the position to full time brings the annual compensation to \$29,515.20, an increase of roughly \$7,400. Wages are only a part of the total cost to the City. Health insurance is absorbed in the group policy. The current ordinance is for a part-time position, and the budget supports a full-time position. Director Haggard explained that she is taking charge of many projects such as water and sewer financial issues, preparing for the audit, addressing water and sewer collections and other internal controls. The current part-time position becoming full time is now more critical as that position will be working on other non-water and sewer issues. In the past, the Finance Department had a Finance Director, City Accountant, Accounts Payable/Payroll Clerk (all full-time positions) and additional assistance from the Mayor's Administrative Assistant, who processed cash receipts. Director Haggard concluded her written memorandum by stating that if this position is not granted, she fears this department, in its effort to provide great customer service, meet deadlines, fulfill obligations and strengthen internal controls (segregation of duties), will suffer. Director Haggard stated she has been busy completing the audit compliance work and working on refinancing series 2004 and 2005 bonds as projects that take time away for tasks that can be performed by the Finance Coordinator if made fulltime. Alderperson Klemm moved to approve the ordinance as presented, seconded by Alderperson Boldt. The ordinance was automatically laid over to the next meeting.

**RESOLUTIONS**

**RESOLUTION #R-2014-54:**

**RESOLUTION FOR THE AGREEMENT BETWEEN CITY OF FREEPORT AND ILLINOIS DEPARTMENT OF TRANSPORTATION (SECTION NO. 14-00162-00 BT ADAMS AVENUE & CLARK STREET RECONSTRUCTION PROJECT)**

City Engineer Gallagher stated he provided a written memorandum in the packet which explains that the Water and Sewer Commission intends on bidding the Adams and Clark Reconstruction Project this July for completion late fall and early spring. The memorandum stated, "This resolution provides a funding breakdown of the numerous grants, motor fuel funds and local commitments needed to complete this project. Although this originated as a Water & Sewer project consisting of the abandonment and reconstruction of sanitary sewer, the Tutty's Phase III project has expanded to include the realignment of the curve at Adams & Clark and the construction of the Jane Addams Trail within the project limits. Please be advised that the bidding of 18' deep sanitary sewer is not a regular occurrence. Although we prepare numerous estimates prior to bidding a construction contract, the availability and capabilities of

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our local contractors will have a significant factor on bid prices. Bidding aside, this project will be a vast improvement for the downtown and will play a significant part in the redevelopment of the IL Route 75 corridor through town. It is important to point out the contribution made by Furst-McNess, which will be donating a sewer easement to the Commission and right-of-way to State in order to make this project possible. With their donation, the curve at Adams & Clark will be widened to a 25 MPH design. This will greatly improve the safety and mobility for vehicles and pedestrians traversing IL Route 75 and the Jane Addams Trail.” The memorandum also provided an aerial view of the curve realignment on Adams and Clark.

City Engineer Gallagher explained the Tutty’s Phase III – Adams and Clark reconstruction project funding sources including: Grants from DCEO in the amount of \$350,000, Bivins Capital Grant in the amount of \$400,000; and Jim Sacia/Brian Steward Capital Grant in the amount of \$100,000; MFT funds from IDOT Milling Agreement in the amount of \$100,000 and Pecatonica Prairie Path Supplemental in the amount of \$300,000; and a local share coming from the Water and Sewer C.I.P. funding in the amount of \$450,000 and TIF improvements in the amount of \$50,000. The total project funding was estimated at \$1,750,000 with a footnote that totals for project construction and inspection. TIF Funds included as part of the contingency. Resolution #R-2014-54 appropriates dollars for the construction, construction engineering and construction materials testing in an estimated amount of \$400,000 payable from the Motor Fuel Tax Funds (MFT). It was explained that the City has sought additional trail funding from IDOT to cover the funding gap. Discussion was held on the removal of the building at the corner and the importance of the contribution made by Furst-McNess in donating a sewer easement to the Commission and right-of-way to State in order to make this project possible.

Aldersperson Klemm moved for approval of the resolution as presented, seconded by Aldersperson Crutchfield. Discussion was held on the bid letting date of July 28, 2014 and then the bid would need to be sent to the next Water and Sewer Commission meeting so that the council would have it presented at the August 4, 2014 council meeting. City Engineer Gallagher expects the project to begin around Labor Day. The motion prevailed by a roll call vote of;

Yeas: Klemm, Boldt, Bush, DeVine, Brashaw, and Crutchfield (6)

Nays: none

Resolution #R-2014-54 was adopted.

**RESOLUTION #R-2014-55:**

**RESOLUTION RATIFYING AMENDMENTS TO THE PUBLIC TRANSPORTATION SERVICE AGREEMENT AND THE VEHICLE LEASE AGREEMENT BETWEEN THE STEPHENSON COUNTY SENIOR CENTER d/b/a SENIOR RESOURCE CENTER AND THE CITY OF FREEPORT**

[view PDF Summary Service Provider](#)

[view PDF Summary Vehicle Lease](#)

Director Jim Brown presented the resolution by stating that in the packet he provided a section by section summary of the amendments to the agreements made with the Stephenson County Senior Center. Director Brown’s memorandum stated subsequent to Council approval, the SRC’s attorney forwarded some suggested changes to the agreements. The SRC indicated that the transit program transition would not proceed as scheduled for July 1 unless the concerns were resolved. The City’s Corporation Counsel and the SRC attorney, with some assistance from me and the Transit Coordinator, responded to the SRC’s suggested text changes to the agreements. As a result, SRC concerns were assuaged, and the transit program’s county-wide expansion under the SRC occurred as scheduled on July 1, 2014. Director Brown

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explained most of the changes are relatively minor in nature and the agreements for both were included in the council packet. Alderperson Klemm moved for approval of the resolution as presented, seconded by Alderperson Crutchfield. The motion prevailed by a roll call vote of;

Yeas: Klemm, Boldt, Bush, DeVine, Brashaw, and Crutchfield (6)

Nays: none

Resolution #R-2014-55 was adopted

**RESOLUTION #R-2014-56:**

**RESOLUTION AUTHORIZING AN AGREEMENT WITH BLACKHAWK HILLS REGIONAL COUNCIL TO PERFORM GRANT ADMINISTRATION FOR THE CITY OF FREEPORT, ILLINOIS**

Mayor Gitz presented the resolution which authorizes the Mayor as well as any other City official or employee to sign on behalf of the City and an agreement with Blackhawk Hills Regional Council to administer the U.S. Department of Commerce Economic Development Administration grant awarded to the City. Mayor Gitz explained that the City finds that it is in the best interest of the City to approve and enter into the agreement which is scheduled to end on September 30, 2014. Blackhawk Hills will administer the EDA grant and quarterly payments of \$3,708.04 will be paid during the months of October 2014, January 2015, April 2015 and July 2015. Alderperson Boldt moved for approval of the resolution as presented, seconded by Alderperson Klemm. The motion prevailed by a roll call vote of;

Yeas: Klemm, Boldt, Bush, DeVine, Brashaw, and Crutchfield (6)

Nays: none

Resolution #R-2014-56 was adopted

**OTHER**

**Community Development**

Update on Transportation Phone System – [view spreadsheet](#)

Community Development Director Jim Brown presented a summary sheet dated June 19, 2014 which showed the quotes and specifications for the transportation phone system including cell phones and tablets. He stated because there are currently only eight vehicles in the fleet the cost estimates were reduced to this amount and because the term of the grant is for one year, they reduced the contract year to one year. With these changes, one vendor only chose to bid a two year contract. He stated since the amount came out less than the amount needed to be presented to the council so it was provided to council previously. At this time it is given as an informational item. The low bidder was Sprint and the Public Transportation Service through the Stephenson County Senior Center d/b/a Senior Resource Center is evaluating the functionality of the cell phone reception in parts of the County.

Director Brown provided an update on the transportation program and stated the Pretzel City Transit program has 200 rides per day. They have been running to Lena and other parts of the County. He spoke with the director of the Senior Resource Center, Ms. Sue Lambert and she is pleased with the transition.

**Finance**

Finance Director Cynthia Haggard stated she has been busy reviewing ordinances, monthly financial reports and preparing documents for the audit and reviewing bond services for future council meetings.

**Public Works**

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Director Tom Dole reported that the crews have been out picking up damage and debris from the storm. The Street crew is patching in order to prepare surfaces before the Micro-Surfacing project begins tomorrow on various streets. They also prepared the surface at the entrance to Krape Park. Director Dole stated that Precision Landscape has begun spraying islands and parking lots to keep the weeds down per the contract. Director Dole stated that per a relationship with Freeport Township Supervisor, there have been a couple of workers who have painted curb in the Downtown. He also had them cleaning up vacant property. They are required to work 31 hours per month for their reimbursement checks because the township now requires them to give back service hours.

Director Dole received accolades and thank you from the council for storm damage clean up. Discussion was held regarding a tree with a bee hive on Lincoln and Director Dole stated he will call a bee keeper tomorrow to help solve the issue and take care of the hive.

**Library**

Library Director Carole Dickerson was not present.

**Fire**

**Approval of Bid for Sport Utility Vehicle**

Fire Chief Scott Miller stated that on July 1st 2014, 11:00 A.M. Sealed bids for one new 2015 red sport utility vehicle were opened at City Hall. Present were Paralegal Faye Gordon, Finance Director Cynthia Haggard, and Chief Scott Miller. Three (3) sealed bids were received for this vehicle. They are as follows: Bocker Auto Group - Freeport and Barkau Automotive – Stockton (2 bids). He provided a written memorandum which included the following bids:

- Bocker Auto Group - after reviewing the opened bids, it was determined the Bocker bid for a 2015 red Chevrolet Tahoe met bid specifications and the amount for purchase was \$32,751.31. The fire department also was seeking a trade in allowance for a 2001 Dodge Caravan. Bocker Auto Group offered a \$500 trade in credit reducing the total purchase price to \$32,251.31. Bocker Fleet Sales representative stated this price was firm and could deliver the vehicle at the price that was bid, and would take approximately eight (8) weeks for delivery.
- Barkau Automotive - Barkau Automotive Group submitted two (2) bids. One was for a 2015 red Chevrolet Tahoe, the other was for a 2014 Dodge Durango. The 2015 Tahoe bid met the specifications and the bid amount was for \$38,604.23 with a trade in allowance of \$1000. The total bid sale price was for the Tahoe was \$37,604.23. Barkau Auto also had an extensive pricing disclaimer that the price for the vehicle would be confirmed at the time of delivery. The price quote was considered an “informational aid.” The second vehicle bid was for a white 2014 Dodge Durango. It did not meet the bid spec for both color and model year and was therefore not considered.

Chief Miller recommended acceptance of the red 2015 Chevrolet Tahoe from the Bocker Auto Group. They are the lowest cost responsible bidder and have indicated their bid price is \$32,251.31. Alderperson Klemm moved for acceptance of the bid from Bocker Auto Group, seconded by Alderperson Boldt. The motion prevailed by a roll call vote of;

Yeas: Klemm, Boldt, Bush, DeVine, Brashaw, and Crutchfield (6)

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Nays: none

**Approval of Fire Engine Purchase**

Fire Chief Miller provided a written memorandum which stated the following: “The current budget reflects the purchase of a new fire engine to accommodate the restructuring of responses from the Central Fire Station. The addition of a new fire engine will not only provide a long term apparatus for the Adams Street Station, but will also serve to extend the useful life of the ladder truck and the current E-One fire engine. This will be accomplished by shifting the larger share of responses to the new engine, and reducing some of the burden on the current engine by transferring it and the ladder truck to the Central Fire Station.

“The Apparatus Committee worked diligently to design a high quality, cost effective, and long lasting apparatus that would provide the longevity that some of our current vehicles are lacking. The fire department Mechanic and Operations Battalion Chief were instrumental in the selection and development of the plans for this vehicle.

“In accordance with the recommendation from the Apparatus Committee, I am requesting action from the City Council to waive the formal bidding process and approve the purchase of a new PUC fire engine from Pierce Fire Apparatus, Appleton Wisconsin in an amount not to exceed \$540,000 financed over a period of 60 months. The Fire Improvement Fund will cover the cost of the vehicle and all necessary equipment and supplies.

“As you may know, the current fire department fleet contains one (1) Pierce Reserve Engine purchased in 1993 and a Pierce training engine. Through the established relationship with Pierce Manufacturing, the Freeport Fire Department has been able to keep this equipment well-maintained. Additional reasons to purchase the fire engine from Pierce Manufacturing include:

- Heavy duty axles and suspension for longer service life; frame rails are 13.38”, the largest in the industry
- Specified model allows for greater access for maintenance and repair
- Vehicle is manufactured in Wisconsin, with minimal costs for on-site inspections during the build process
- Factory training facility for fire department mechanics
- Due to the close proximity, warranty work can be accomplished in a shorter period of time, reducing out of service time
- Factory replacement parts are available from the Pierce location in Appleton, so parts could be available the same day if necessary
- Hose beds are 8”-12” lower than other manufacturers, reducing potential injuries from excessive reaching
- Pump panel is enclosed in a compartment protecting valves and electronics

“The above-listed features are specific to the selected Pierce apparatus, which is a custom-built vehicle that is tailored to the Department’s needs. In addition, immediate approval of this purchase will save the city approximately \$16,000 due to a price increase that will be effective as of August 1, 2014. A pre-payment option is also available that would result in an additional \$14,600 in savings.” Chief Miller requested council approval of this request.



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Alderperson Klemm made a motion to move forward with approval of the purchase of Pierce Fire Engine according to the specifications and bid documents provided by the Fire Chief and to suspend the rules to waive the formal bidding process to approve the purchase of a new PUC fire engine from Pierce Fire Apparatus. This motion was seconded by Alderperson Bush. The motion prevailed by a roll call vote of; Yeas: Klemm, Boldt, Bush, DeVine, Brashaw, and Crutchfield (6)  
Nays: none

**Police**

Chief of Police Todd Barkalow provided an update on neighborhood watch meetings he recently attended including steps that have taken to improve neighborhood safety. He stated that the phone system has been installed and the department personnel are in training on the new system but they are pleased with the way it is working.

Chief Barkalow provided a website for area crime stoppers and stated it has been very beneficial to the department. The website is: <http://statelineareacrimestoppers.com/>

Chief Barkalow stated that because of the website, an arrest was made to help solve two burglary cases to commercial businesses on West Galena Avenue. He stated they have also received positive comments on the Freeport Police Department Facebook page.

**City Engineer**

City Engineer Gallagher provided an update on the project on the micro-surfacing project which will begin on Greenfield and multiple streets in that area. He provided a listing of the streets in the project. He stated that some of the streets will be closed while they are laying a slurry mix. Residents have been notified through door hangars and he cautioned drivers to avoid turns while the mix is setting. He provided an update on the mill and overlay project for Railroad, Ringold, Brick, Walnut and Maple which will be staring next week. He and the building inspector are reviewing the tax sale properties to find out which properties are structurally unsound in order to take off the sales list.

**Water and Sewer**

Water and Sewer Director Tom Glendenning provided an update on the Hydraulic Modeling project. He will addressing this project further at the Committee of the Whole next week. He also provided an update on the projects the Water and Sewer Commission is working on including a water main at the hospital and water valves on West Avenue.

**MAYOR'S REPORT**

Mayor Gitz stated provided an update on task reports for each department. He will be compiling a quarterly report which will tie in with the Public Safety Plan and the goal to clean up the corridors. Mayor Gitz provided an update on the public outreach process for the City Hall building.

**NEW BUSINESS/COUNCIL ANNOUNCEMENTS**

Council members were provided an opportunity to discuss matters of public concern or to make announcements for their wards. Council members Klemm and Crutchfield provided an update on the public outreach process for the City Hall building. Council members thanked the Public Works Department for the storm clean up.

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**PUBLIC COMMENTS AGENDA OR NON-AGENDA ITEMS**

There were no public comments.

Seeing no other business to come before this council, Mayor Gitz asked for a motion for adjournment. Upon motion duly made and seconded, the meeting was adjourned at 8:07 p.m.

s/ Meg Zuravel

Meg Zuravel, City Clerk