

CITY OF LINCOLN
REGULAR CITY COUNCIL MEETING
AGENDA
OCTOBER 7, 2019
CITY HALL COUNCIL CHAMBERS
IMMEDIATELY FOLLOWING PUBLIC HEARING

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Participation**
5. Recognition of Fire Fighter Nick Davis completion of probation period – Receiving of his shield
5. **Consent Agenda by Omnibus Vote**

All items under the Consent Agenda are considered to be routine in nature and/or non-controversial and will be approved by one motion. If any one wishes to have a separate vote on any item, it will be pulled from the Consent Agenda and voted on separately.

 - A. Payment of Bills
 - B. Approval of minutes September 16, 2019 Regular City Council Meeting, September 24, 2019 Committee of the Whole Meeting
 - C. Request from Danielle Ketcham to close McLean Street from Broadway Street to Pulaski Street on Sunday, October 6, 2019 from 2:00 PM until 4:00 PM for the Annual Fire Prevention Parade
6. **Ordinance and Resolution**

Resolution Approving Special Use in a C-2 District
7. **Bids**
 - A. Approval of bid from Royce D. Scales III for cleaning service and floor maintenance at City Hall, the Police Station and the Amtrak Depot
 - B. Approval of bid from Lincoln Chrysler Dodge Jeep Ram for the purchase of a new Crew Cab Pick-up Truck for the Sewage Treatment Plant in an amount not to exceed \$37,587.00
 - C. Approval of bid from Otto Baum Company of Morton for curb and sidewalk replacement and improvement in an amount not to exceed \$124,403.62
8. **Reports**
9. **New Business/Communication**
10. **Announcements**
11. **Possible Executive Session**
12. **Adjournment**

REGULAR CITY COUNCIL MEETING

Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Monday, September 16, 2019

Presiding:

Mayor Seth Goodman

The Regular Meeting of the City Council of Lincoln was called to order by Mayor Seth Goodman at 7 p.m., with proper notice given. City Clerk Peggy Bateman called roll.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Kathryn Schmidt, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Staff Present:

City Administrator Elizabeth Kavelman
City Attorney John Hoblit
City Clerk Peggy Bateman
Treasurer Chuck Conzo
Fire Chief Bob Dunovsky
Police Chief Paul Adams
Building and Safety Officer Wes Woodhall
Veolia, Project Manager, Anthony Harper

Absent:

Streets Superintendent Walt Landers

Public Comment:

Mayor Goodman called upon citizens registered to speak. There being no public participation, Mayor Goodman moved down to other agenda items.

Consent Agenda by Omnibus Vote:

A. Payment of Bills

B. Approval of minutes August 13, 2019 Committee of the Whole Meeting, September 3, 2019 Regular City Council Meeting, September 10, 2019 Committee of the Whole Meeting

C. Mayoral Proclamation, requested by the Lincoln Chapter of the D.A.R., commemorating the drafting of the Constitution and proclaiming the week of September 11 through September 23, 2019, as Constitution Week

D. Request from the L.C.H.S. Football Boosters Club to permit whitewashing of Wyatt Avenue from S. Kickapoo Street to L.C.H.S. and the streets in front of the home of senior players on

Wednesday, September 18, and Thursday, September 19, 2019 for Homecoming Festivities

Alderman Welch made a motion to approve, seconded by Alderman Keller. Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

Yeas: (8) Alderman Steve Parrott, Alderman Tracy Welch, Alderman Kathryn Schmidt, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn
Nays: (0)
Abstain: (0)
Absent: (0)

Ordinance and Resolution:

A. Resolution permitting adult use Marijuana Dispensary to open and operate within the City of Lincoln

Alderman Bateman made a motion to approve, seconded by Alderman Keller. Alderman Parrott opened discussion – saying last week Allison spoke about “community.” He posed, “How are we going to grow our community.” He said perhaps having a dispensary for marijuana is something that we should not do. He said he spoke to someone from Logan County Department of Public Health. He said in addition, he thinks that we had a governor sign the legalization of marijuana, which does not make it morally, “right.” He said he thinks Lincoln, traditionally is a, “Conservative town, Republican” and he did not think that these were conservative values.

Alderman Horn said she agreed with, Steve and said she had a lot of calls. She did not see any issue with medical marijuana but does not agree with recreational. Alderman Welch said the question before them is not if they want marijuana in our community. He said its already here, the governor and legislature decided. He said he was voting, “Yes” today, saying that the city needed to have some say so. He said there’s no guarantee that the city will see one, it just creates the possibility. He said if it’s going to be here, he thought they needed to be able to regulate it.

Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

Yeas: (4) Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman,
Nays: (4) Alderman Jeff Hoinacki, Alderman Kathy Horn, Alderman Kathryn Schmidt, Alderman Steve Parrott
Abstain: (0)
Absent: (0)

There being a tie, four to four, Mayor Goodman voted, “Yes,” in favor of the resolution, therefore breaking the tie. He moved onto other items on the agenda.

B. Ordinance adding Title XIII Chapter 2 imposing a Municipal Cannabis Retail Occupation Tax

Alderman Bateman made a motion to approve, seconded by Alderman Welch. Alderman Bateman opened discussion, directed toward City Attorney John Hoblit. He said he would want the funds to go to specific needs, a place for it to go. Mr. Hoblit said he was still not apprised to what all the breakdowns would be, he mentioned the potential for it to still be ruled by state stature and continued on. He mentioned the potential for holding a special meeting before the October 1, date, or waive it and not open a facility until January or later on. Next, Treasurer Chuck Conzo spoke saying he had been researching what other cities are interested in doing with the funds, he said other towns are interested

in putting it toward pensions. He said the council could vote to authorize the three percent tax tonight and then later on allocate where the funds would go. City Attorney Hoblit reiterated what decision needed to be made at this juncture – it was the three percent. He said it needed to be worked out – how it would be regulated. He said so many municipalities decide they don't want it within a certain number of feet [1,500] from a school. He said he could provide a template. He said keep in mind, "We're really at the beginning phases of this."

Alderman Keller wanted to repeat, October 1, is the date to share if they were opposing the tax, and he wanted more clarification on other dates/times on the timeline. Mr. Hoblit clarified.

Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

Yeas: (4) Alderman Steve Parrott, Alderman Tracy Welch, Alderman Kathryn Schmidt, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn
Nays: (4) Alderman Steve Parrott, Alderman Jeff Hoinacki, Alderman Kathy Horn, Alderman Kathryn Schmidt

Abstain: (0)

Absent: (0)

There being a tie, four to four, Mayor Goodman voted, "Yes," in favor of the ordinance, therefore breaking the tie. He moved onto other items on the agenda.

Mayor Goodman moved to other items on the agenda.

Bids:

Approval of bid from Stark Excavation for Union Street Pump Station Construction in an amount not To exceed \$3,429,900

Alderman Bateman made a motion to approve, seconded by Alderman Parrott. Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

Yeas: (8) Alderman Steve Parrott, Alderman Tracy Welch, Alderman Kathryn Schmidt, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn

Nays: (0)

Abstain: (0)

Absent: (0)

Mayor Goodman moved to other items on the agenda.

Reports:

A. City Treasurer's Report for August, 2019

City Treasurer Conzo said the general fund was at \$2.4 plus million dollars – he said the city received another distribution of property tax from the county. He said the final one will come in November. He said the composite account will show the details attached to it, he mentioned a lot are in the sewer fund, and some of it was authorized with everyone's vote a few minutes ago.

He said the two attachments—he did want to include them including the Video Gaming Sales Tax Receipts. The projection at the end of the last fiscal year was \$290,000 and he thought the city would beat this number. He said this is January through June, the current calendar year.

He said the Utility Tax news is not so good – he said \$50,870 in May, opposed to \$63,494 – then in June it was down again. He said down \$13,000 in May, and \$19,000 in June – then in July it dropped again. He said there's some reasons for this, this summer was milder than last summer. He said last year was very hot. He said it really hasn't been here.

He also thought a good part of this was the effects of the closing of the glass factory and Kroger. He had no clue what Kroger's utility bill was—but he was sure it was substantial. Then he said the glass factory ceased their production at the end of March. He said if you look at April 2019, there was an \$11,000 drop. He said \$79,000 down to \$68,000. He said he thought it had a very negative effect on the numbers. He said they would see variations of this – changes in the weather, but as of this point, the city is off by about \$33,000 from where they were last year in this source of revenue. He said other streams of revenue have increased over the year. He said they should more than offset this, but he wanted the council to be aware of it.

B. City Clerks Report for August 2019

In the month of August, the city received \$311,366.80 in sewer receipts with – \$66,363 in sewer receipts received from both prisons. Water reads for the new rate will take effect January 1. She said watch how much you run the faucet in October, November and December.

C. Department Head Reports for August, 2019

These reports are either on file or will be shortly.

New Business/Communications:

A. Approval of Preliminary Engineering Agreement between the City of Lincoln and Hanson Professional Services for project design work on the Fifth Street Road project in an amount not to exceed \$15,438

Alderman Welch made a motion to approve, seconded by Alderman Keller. Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

Yeas: (8) Alderman Steve Parrott, Alderman Tracy Welch, Alderman Kathryn Schmidt, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn
Nays: (0)
Abstain: (0)
Absent: (0)

Mayor Goodman moved to other items on the agenda.

B. Approval of the purchase of a John Deere Gator from AHW, LLC in an amount not to exceed \$18,675

Alderman Hoinacki made a motion to approve, seconded by Alderman Horn. Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

Yeas: (8) Alderman Steve Parrott, Alderman Tracy Welch, Alderman Kathryn Schmidt, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn
Nays: (0)
Abstain: (0)
Absent: (0)

Mayor Goodman moved to other items on the agenda.

Announcements:

Mayor Goodman asked if anyone had any announcements.

- Ribbon Cutting for National Railsplitting Festival, 9 a.m. on Saturday
- Homecoming parade is at 2:30 p.m. on Friday
- The 3rd Fridays Downtown Lincoln event will be from 5-7 p.m.
- Guinness World Record – Abraham Lincoln attempt – will be at 3 p.m. on Saturday, no one under four years of age, and no animals
- Mr. Hoblit thanked everyone who was able to attend his law office ribbon cutting
- More channels are coming to Comcast
- There is a bid for new cameras to be added at Lincoln City Hall

Present:

Alderman Tracy Welch
Alderman Steve Parrott
Alderman Kathryn Schmidt
Alderman Sam Downs
Alderman Kevin Bateman
Alderman Ron Keller
Alderman Kathy Horn
Alderman Jeff Hoinacki

Absent:

None

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Welch motioned to adjourn, seconded by Alderman Keller. Roll call was taken. Mayor Goodman adjourned the meeting at 7:29 p.m.

Present:

Alderman Tracy Welch
Alderman Steve Parrott
Alderman Kathryn Schmidt
Alderman Sam Downs
Alderman Kevin Bateman
Alderman Ron Keller
Alderman Kathy Horn
Alderman Jeff Hoinacki

Absent:

None

Respectfully Submitted By:

Alex Williams, Recording Secretary

COMMITTEE OF THE WHOLE MEETING

Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Tuesday, September 24, 2019

The Committee of the Whole Meeting of the City Council of Lincoln was called to order by Mayor Seth Goodman at 7:02 p.m., with proper notice given. City Clerk Peggy Bateman called roll.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Kathryn Schmidt, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Staff Present:

Seth Goodman, Mayor
Elizabeth Kavelman, City Administrator
John Hoblit, City Attorney
Peggy Bateman, City Clerk
Alex Williams, Recording Secretary
Chuck Conzo, City Treasurer
Matt Vlahovich, Police Chief
Wes Woodhall, Building and Safety Officer
Walt Landers, Streets Superintendent

Absent:

Bob Dunovsky, Fire Chief
Anthony Harper, Veolia Water, Project Manager

Public Comment:

Mayor Goodman called upon citizens registered to speak. Mr. Kerby Campbell came forward, he is pastor of Park Meadows Baptist Church in Lincoln. Sunday will be mystery guest Sunday. He called it an unusual request that the council might not get very often. He said he needed a guest too. He is new and has been in town for nine months.

There being no further public participation, Mayor Goodman moved down to other agenda items.

Update: Presentation by Com-Ed for the Upcoming Remediation Project on the Former Street Department and Gas Works Factory, and Railroad Bed Property:

Mr. Walt Landers opened discussion, sharing Com-Ed is targeting a date to come and give an extensive update on the project.

Request for Special Use Permit at 920/922 Woodlawn Road - PC 2019-02:

Mr. Wes Woodhall opened discussion about the planning commission, about the new owners of two properties on Woodlawn Road. There would be a new Burger King going onto the site. They need a drive-thru. The item would be placed on the regular agenda.

Mr. Robert DeAtley came forward, he wanted to extend the opportunity for questions. He said Lincoln was settled on, he works with a franchisee. They were not able to make the numbers work at the previous Burger King location. He said they have also been in touch with the Illinois Department of Transportation. Mayor Goodman thanked him for their interest in Lincoln. Alderman Keller addressed a question about exiting back to Main Street. The anticipated completion date would be before the end of the calendar year. There is still a series of approvals that have to happen, before they can complete the project.

Alderman Horn asked how many employees he thought Burger King would hire. He estimated between 24 and 40 employees, maybe mostly part-time.

Request to Permit Fire Prevention Parade on Sunday, October 6, 2019 from 2-4 p.m. with the need to block off McLean Street from Pulaski to Broadway Streets, submitted by Danielle Ketcham, LCFA Secretary, Latham, Ill.:

Mayor Goodman said between Pulaski and Broadway Streets, would help in reducing the blockage of traffic. The item would be placed on the consent agenda.

First Pay request by Kinney Contractor, Inc., for \$203,123.50 for the Jefferson Street Bridge Project:

Mr. Landers opened discussion about the project, saying he was hoping asphalt would go down maybe this week, with more to come next week. He said it was good progress being made. He said this amount was about half of what the cost would be. Alderman Downs asked when the project would wrap up. Mr. Landers said in a couple of weeks – maybe. He mentioned a change order, and a review with Farnsworth Group. Alderman Schmidt said they will totally have to take everything out . . . Mr. Landers said they basically dam off the area, they have had to block things off on two different occasions. There were dishes discovered, at one point someone backfilled with old pottery. Underneath the ground somewhere – there was a pocket of water, which ran for nearly three days before it ran out. He said at one point there was a tile that was running successfully. He said there was a pocket of water somewhere in that area.

Treasurer Conzo spoke. Then they moved to other items.

Bid Discussion for General Cleaning Services of City Buildings:

City Clerk Peggy Bateman said Royce Scales put their bid in, and Resilient Cleaning. Their price was per visit. Royce Scales included on year floor maintenance, and quarterly for the Amtrak Station. Resilient

\$2,370 per month for all three locations. She asked that this be put on the voting session. \$3184.98 for Resilient, plus window washing and the Amtrak Station cleaning.

The item would be placed on the regular agenda, for Royce Scales.

Bid Opening for City of Lincoln Wastewater Treatment Truck:

Mrs. Bateman began opening bids for the new truck at her desk.

- Jim Xamis: \$38,244

- Lincoln Chrysler Jeep: \$37,587
- Landmark Automotive Group: \$45,475
- Graue Chevrolet: \$44,830 and \$38,913

She said Lincoln Chrysler Jeep is likely the lowest. This would be brought back at the next voting meeting. This would be placed on the next regular agenda – in order to review.

Curb and Sidewalk Improvement Project Bid Award and Additional Targets:

Mr. Walt Landers opened discussion saying the bid opening for the sidewalk for this year – Otto Baum Company, \$124,403.62, Sangomo Construction \$157,774.09, Kenny Contractors \$131,534. Their budget is \$125,000. He asked that the council goes ahead and approves the contract for Otto Baum Company, Inc. of Morton. Alderman Parrott wanted it put on the agenda.

Alderman Hoinacki said he anticipated, he hoped they would do it this season. Mr. Landers said next year they intend to move the sidewalk project ahead, while the kids are out of school. His team intends on shifting things around a little bit. The item would be placed on the regular agenda.

Solar Energy Panels RFP:

Alderman Bateman opened discussion saying the Request for Proposals are going out – then they can decide on whether or not they will move forward on this. They will have to provide the city with their scope in years and offer a buyout quote within the same offer. They would be bidding separately years.

Treasurer Conzo said before they make a decision on this, he wanted to share some facts on the land, he said the farm lease on the land \$202,691. 61 was garnered since 1993. The first 16 years or 17 years, \$4,000 to \$6,500. He said beginning 10 years ago – the payments or rent was \$120,000 plus for just those nine years. He listed the ranges on rents. He said last year it was \$11,742.79 dollars. He said before you kiss that money goodbye – you might want to be very diligent in reviewing the proposals for solar panels and decide if it's really worth it and the claims are viable. He said he did know that solar panels are not always as beneficial as they're reported to be.

He cited former President Obama's investment in a solar power company. He called for reviewing this with due diligence. He said he was not an expert on farm leases. Mr. Bateman said Mr. Conzo is correct, this is just an RFP on a proposal on a project that was turned over to him to look into. He said at this point it is fact gathering information. He said the sewer treatment plant is the largest consumer of electricity that the city pays for. He said there's the potential for \$800-plus thousand dollars in savings. He said there would still be some farm income, but all numbers would have to be considered and looked into. He said this by no means is a done deal. He said this would be a zero cost to the city, except for the farmland that would be a loss.

The city believes the lease is up in November on the 40 acres of land. Treasurer Conzo said he appreciated all of Mr. Bateman's work on this. Mr. Bateman added that in the proposal there is a decommission plan in the RFP. So the city would not be stuck with any solar panels. If something were to fail, the company would be responsible for taking down all the panels and returning the property to its original state.

City Attorney Hoblit said in the current lease they usually are November to November, he said that time is coming up. He said you essentially have a little over a month before the leasing gets signed.

Mr. Conzo said the remediation of the property – he thought this was great in the RFP. He said it's only as good as the company. He said the promise of remediation is worthless if the company goes bankrupt. Mr. Hoblit said he concurred with Mr. Conzo on this, he said he really did not anticipate the

company . . . he said they usually find a way for solvency. Mr. Bateman said if the numbers come back promising . . . he said everything needs to be looked into.

Alderman Welch said he remained skeptical about the project, no matter what the company is. He said he struggle with the issue that the city will allow a company come in and turn a significant property for themselves under the guise that they are saving the city money. Mr. Hoblit said a month-to-month lease would not make sense for a farmer. He said it would have to be a one year lease.

Overall Update of the Progress on the City's Portion of the Fifth Street Road Project and Eminent Domain Letters from the City sent to Non-Responsive Fifth Street Road Property Owners:

City Administrator Kavelman opened discussion saying the city is still within the 60-day eminent domain letter, since that has been sent out. Some people have been sent some checks recently. Some people requested information on a semi-turn. She said there might be some good news from that end, but that they are waiting on things. Mr. Hoblit said as they get closer to the end of 60-days, he would need to see a definitive list. She said the engineers are working on that this week. She said it's narrowing.

Alderman Welch asked Mr. Conzo if he has done any research into options to fund the project. Mr. Conzo said options are not good. He said it will exceed \$1 million. He said one options is bonds, but they have bond debt already for the sewer project, and they will have a third and larger sewer mandate that will have to be paid for too. He said the police station is a 15-year bond, relatively short-term. Plus loans for types of equipment. He said that's probably the only option – some type of a long-term bond, but it would add considerable debt to the city's overall debt. He noted credit ratings.

Mrs. Kavelman cited things she learned about the Opportunity Zone, from the Federal Government. He wanted to know if she was talking about grants. October 22 would be the 60-day.

Landscape Waste Facility Update:

Mr. Walt Landers shared that staff has been busy at the landscape waste facility. They have one and a half days left of grinding. He said they city has plenty mulch – 70-80 loads if not more. Rate changes and projections will be coming. The mulch is not treated so it would not be good around homes, but out by trees.

He said they can move it relatively easily.

Committees Structure:

This item was removed.

Announcements:

Mayor Goodman asked if anyone had any announcements.

- Nila Smith of Lincoln Daily News shared information about the "Pink Pumpkin" auction on October 3.
- Alderman Parrott said residents in Ward 1, have shared information about dust from the road upgrades/repairs made a few weeks ago. He said there is still dust flying around. He wanted Mr. Landers to explain what the company plans to do to fix the gravel and get rid of the dust. Alderman Welch also weighed in on this. Mr. Landers weighed in on what options could be done. He said it's more extensive and harder to get done, but he said there are things they can look at to improve process. The company would have to bring in a large water truck. He said they would soak the road and sweep up the excess gravel. He said it would not be a cure all. He said it would be there until it finally got washed away.

- October 5, at Kickapoo Creek Park – there will be trail walk at 7 p.m. People can just show up.
- City Clerk Bateman said Rusty Rail Pub, the former Characters – they want to have a grand opening Saturday, October 5 from 5-9 p.m. There is permission to have this in the parking lot. Lincoln Police have been notified. They want to have a band. Alcohol would have to be contained in the parking lot. Mr. Welch said this was being done on private property – so he did not see any issue.
- Mr. Woodhall shared information on two projects.
- Mrs. Schmidt asked a question about the Kickapoo Street Rail Road Crossing. Mr. Landers filled her in.
- Mrs. Schmidt commented about the Illinois Municipal League conference that everyone went through. She went to a presentation on, “Retail” and one called, “Aurora Strong.”
- The Annual Life Banquet will host a free meal and speech on alternative means for not having an abortion
- Operation Honor Flight – information was shared about this announcement
- There will be an insurance advisory meeting tomorrow, per request of two of the three unions this year

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Keller motioned to adjourn, seconded by Alderman Bateman. Roll call was taken.

Present:

Alderman Tracy Welch
 Alderman Steve Parrott
 Alderman Kathryn Schmidt
 Alderman Sam Downs
 Alderman Kevin Bateman
 Alderman Ron Keller
 Alderman Kathy Horn
 Alderman Jeff Hoinacki

Absent:

None

Mayor Goodman adjourned the meeting at 8:03 p.m.

Respectfully Submitted By:

Alex Williams, Recording Secretary

REQUEST TO PERMIT

DATE: 9/12/2019

We, the undersigned of the City of Lincoln, do hereby respectfully request the Mayor and City Council to permit

Fire Prevention Parade Sunday,

October 6, 2019 From 2:00-4:00 P.M.

will block McLean Street between

Broadway & Pulaski

Fire Trucks from other communities.

If the above request is for use of City property, including streets and/ or alleys, please check one of the two boxes below:

A Certificate of Insurance Liability for the event is attached.

A Certificate of Insurance Liability for the event will be provided to the City no later than _____.

If City property is used, a Certificate of Insurance Liability is required listing the City as an additional insured. The City reserves the right to postpone review and consideration of this Request to Permit until a Certificate of Insurance Liability is provided.

Name: Danielle Ketcham

Address: LCFA Secretary

Latham IL

Phone: _____ Cell: _____

Email: seclcf@gmail.com

RESOLUTION NO.

A RESOLUTION APPROVING SPECIAL USE IN A C-2 DISTRICT

WHEREAS, the following-described real estate located in the CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, is currently zoned to C-2 pursuant to the Zoning Ordinance of the CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, to-wit:

12-2330 E 90 FT OF W 185 FT OF S 200 FT B SIGGS SURVEY TO LINCOLN
now a part of the City of Lincoln, Logan County, Illinois

and

12-2331 W 95 FT OF S 200 FT LOT 21 B SIGGS SURVEY TO LINCOLN
now a part of the City of Lincoln, Logan County, Illinois

and,

WHEREAS, Maruti Seth (owner) through his contractor Robert DeAtley, did file a Petition requesting that a special use be allowed at his business, a quick service restaurant, located at 920 Woodlawn Road and 922 Woodlawn Road, allowing him to install a drive-thru window; and

WHEREAS, pursuant to Illinois law and the City Code of the CITY OF LINCOLN, ILLINOIS, public notice was given by a publication in The Courier, a newspaper of general circulation in Lincoln, Logan County, Illinois, of a public hearing before the Planning Commission, which publication was at least fifteen (15) days prior to the hearing; and

WHEREAS, the Planning Commission of the City of the CITY OF LINCOLN, ILLINOIS considered said Petition of Maruti Seth at a public hearing held on Thursday, September 19, 2019 at 7:00 p.m., said meeting taking place in the City Council Chambers in the CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS; and

WHEREAS, the Planning Commission of the CITY OF LINCOLN, ILLINOIS, by vote of nine (9) in favor and zero (0) against, recommended approval of the request of Maruti Seth to allow a special use at the above-described real estate in order for a quick service restaurant to operate as intended by constructing a drive-thru window; and

WHEREAS, the Petition of Maruti Seth, as well as the recommendation of the Planning Commission to approve the Petition, were considered at a regular city council meeting of the City Council of the CITY OF LINCOLN, ILLINOIS, at a regularly scheduled meeting held on Monday, October 7, 2019; and

WHEREAS, the City Council of the CITY OF LINCOLN, ILLINOIS has determined that the requested special use is compatible with the comprehensive plan of the CITY OF LINCOLN, ILLINOIS, and the special use requested should be allowed for the above-described real estate; and

WHEREAS, the City Council of the CITY OF LINCOLN, ILLINOIS has determined that it is in the best interest of the CITY OF LINCOLN, ILLINOIS, and the citizens of the CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, that said special use be allowed and the Petition of Maruti Seth through his contractor Robert DeAtley be approved; and

WHEREAS, the City Council of the CITY OF LINCOLN believes that any detriment to the surrounding property owners is outweighed by the benefit to the citizens of the community at large by allowing the special use.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the CITY COUNCIL OF THE CITY OF LINCOLN, as follows:

1. That all of the recitals, as herein above set forth, are incorporated herein as if appearing verbatim herein.

2. That the Special Use Permit approved under PC 2019-02 shall be issued to Maruti Seth, the current owner of the property. A new Special Use Permit to continue the use for a drive-thru window shall be required prior to change of ownership, otherwise the special use of the drive-thru will need to be removed.

3. That the construction and use of the drive-thru window shall comply with all the applicable City of Lincoln Building Codes and Zoning Ordinances.

4. That the Petition of Maruti Seth requesting a special use in a C-2 district for the following described real estate be approved, to-wit:

12-2330 E 90 FT OF W 185 FT OF S 200 FT B SIGGS SURVEY TO LINCOLN
now a part of the City of Lincoln, Logan County, Illinois

and

12-2331 W 95 FT OF S 200 FT LOT 21 B SIGGS SURVEY TO LINCOLN
now a part of the City of Lincoln, Logan County, Illinois

5. That the approval of this special use is made pursuant to the procedures set forth in the City Code of the CITY OF LINCOLN, ILLINOIS, including the requirements of public notice and a public hearing before the Planning Commission.

6. That should any clause, sentence, or paragraph of the above-noted Resolution be declared invalid by any Court of competent jurisdiction, such invalidity shall not effect any other portion of said Resolution.

7. That this Resolution shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

The vote on the adoption of his Ordinance was as follows:

Alderman Parrott	_____	Alderman Keller	_____
Alderwoman Bauer	_____	Alderman Welch	_____
Alderman Hoinacki	_____	Alderwoman Browne	_____
Alderman Fleshman	_____	Alderman Dalpoas	_____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Passed and approved this ____ day of _____, 2019.

CITY OF LINCOLN,

BY: _____

Seth Goodman, Mayor
City of Lincoln, Logan County, Illinois

ATTEST: _____ (SEAL)

City Clerk, City of Lincoln,
Logan County, Illinois

MEMORANDUM

TO: Mayor Seth Goodman and Members of the City Council

FROM: Wes Woodhall, Building and Safety Official

DATE: September 24, 2019

RE: PC 2019-02 Request for Special Use Permit at 920/922 Woodlawn Rd.

Background: The Building and Safety Department received a request from the new property owner at the above mentioned address to provide a Special Use Permit to allow a drive-thru window to be constructed at this property in conjunction with impending construction of a new quick service restaurant.

Analysis/Discussion: Mr. Maruti Seth, with the purchase of the above mentioned property, intends on constructing and operating a quick service restaurant. This national chain restaurant will require the facility to utilize a drive thru order/pick up service.

Public plan commission meeting was held on September 19, 2019 in the City Hall Council Chambers. All public notices and certified mailings were completed per state statute by Building and Safety staff. There were no public comments on the request. The Planning Commission unanimously approved the request for the installation of a drive-thru at this location. The proposed project will put a vacant and otherwise derelict property back into use.

COW Recommendation: Place on Council agenda for discussion of request.

Fiscal Impact: There will be no negative financial impact to the City of Lincoln.

Council Recommendation: Approve Special Use request per plan commission recommendation.

NOTICIE OF PUBLIC HEARING

The Plan Commission of the City of Lincoln will conduct a public hearing on Thursday, September 19, 2019 at 7:00 p.m. in the City Council Chambers, City Hall, 700 Broadway Street, Lincoln, Illinois regarding the following petition:

Mr. Maruti Seth has filed a petition with the City of Lincoln regarding a Special Use Permit for a Drive-Thru window in a C-2 Commercial District for the following described property.

Two parcels commonly known as 920/922 Woodlawn Rd. and more particularly described as:

12-2330 E 90 FT OF W 185 FT OF S 200 FT B SIGGS SURVEY TO LINCOLN

And

12-2331 W 95 FT OF S 200 FT LOT 21 B SIGGS SURVEY TO LINCOLN

The petition shall be on file in the Building Safety Office located at 313 Limit Street and at City Hall, 700 Broadway St. Lincoln, Illinois for public inspection. All interested persons are invited to attend the public hearing and provide oral or written testimony.

PC 2019-02

Peggy Bateman
City Clerk



CITY OF LINCOLN
Building and Safety Department - Code Enforcement

Lincoln Municipal Building
313 Limit St. Lincoln, IL 62656
(217)732-6318

August 29, 2019

RE: PC 2019-02, Special Use Permit

Dear Property Owner:

You are being provided a courtesy notice of a Public Hearing before the Plan Commission of the City of Lincoln regarding property located at 920/922 Woodlawn Rd. This notice was sent to all property owners within 150 feet of the above mentioned property per statute. More detailed information on the request is provided on the enclosed Public Hearing Notice and the complete packet will be available for public view at City Hall in Lincoln

If you should have any questions or comments, please feel free to contact me at (217) 732-6318

Sincerely,

Wes Woodhall
Building & Safety Official

PC-2019-02

Special Use Permit - Drive Thru Restaurant

920 Woodlawn Rd. QSR

Adjoining Property Owner List

Address	Property Owner	Additional Mailing Address
1006 Woodlawn Rd	Caseys Retail Company	1 SE Convenience Blvd., Ankeny , IA 50021
1007 N. Jefferson	James Morgan Levi Trustee	512 S. Main St. Lincoln
918 Woodlawn Rd	Dung Tuan Pham	13874 39th Ave. Chippewa Falls, WI 54729
916 Woodlawn Rd	James Levi	512 S. Main St. Lincoln
1001 Woodlawn Rd	Logan County Fair Association	PO Box 424, Lincoln
1006 Woodlawn Rd	Shelley Ann Horn	10 S. Pinon, Santa Fe, NM 87508



MEMORANDUM

TO: City of Lincoln Planning Commission
FROM: Wes Woodhall, Building and Safety Official
DATE: September 19, 2019
RE: PC 2019-02 Special Use request for the addition of a drive-thru window at 920/922 Woodlawn Rd.

PART A. BACKGROUND:

1) **PUBLIC HEARING:** The Planning Commission of the City of Lincoln will conduct a public hearing on Thursday, September 19th, 2019 at 7:00 p.m. in the City Council Chambers, City Hall, 700 Broadway Street, Lincoln, Illinois for Case No. PC 2019-02. The appropriate Public Hearing notice was submitted on August 29, 2019 for publication on September 3, 2019 in accordance with State Law. In addition, 6 adjoining property owners within 150' of the subject property were notified by Registered Mail.

2) **REQUESTED ACTION:** Allow for a Special Use permit for a drive-thru window at 920/922 Woodlawn Rd.

3) **APPLICANT:**
Robert DeAtley
611 N. Goodwin Ave.
Urbana, IL 61801

OWNER:
Maruti Gagan Management
C/O Maruti Seth
1246 Rue Conti St.
Danville, IL 61832

4) **APPLICABLE ZONING REGULATIONS:**

11-5-7: SPECIAL USES IN THE C-1 AND C-2 DISTRICTS:

(A) C-1 And C-2 Districts:

Cabinet shops, and specialty arts and crafts assembly shops when all assembly and millwork is done inside a building and any noise, dust, fumes, or odors that may emanate from such uses shall be effectively contained inside a building.

Drive-through facilities. Drive-up or through facilities designed for transactions of business from customers' vehicles, and not otherwise permitted to serve any retail or business use permitted in the district, shall obtain a special use permit. In considering the issuance of a special use permit, the planning commission and the city council shall consider the following, in addition to the other general standards for special uses in section 11-2-4 of this title:

1. **Number Of Lanes:** To minimize any negative impacts related to drive-through lanes or the potential for circulation conflicts, conflicts with vehicles entering or exiting the site, pedestrian conflicts, and the existing condition of relatively small commercial lot sizes located adjacent to a residential district, no more than one drive-through lane shall be permitted by special use permit in the C-1 or C-2 district where it abuts a residential district.

2. **Sufficient Stacking Space:** To establish safe stacking space, the following minimum stacking space required is: Four (4) vehicles at each bay window, ordering station or machine and does not obstruct the public right of way or interfere with the ingress or egress to the property.

3. **Location:** Drive-through facilities shall be prohibited from facing a public street. All drive-through facilities shall be located on the side or rear of the structure that is either facing the site's parking area or internal drive aisle.

4. **Interference:** There shall be no interference with the operations of other businesses or residential uses in the proximity of the drive-up facility.

5. **Other Matter or Information:** Any other matter or information determined to be relevant to the reasonableness of the proposed use. (Ord. 585, 1-20-2004; amd. Ord. 2014-808, 5-19-2014)

PART B. ISSUE:

Mr. Maruti Seth approached the Building and Safety Department with a request for a Special Use Permit for a drive thru facility. Mr. Seth intends on constructing a Quick Service Restaurant at this location which would require the use of a drive thru window for customer use.

PART C. ANALYSIS:

Upon review and per code, staff surmised that all requirements as indicated in 11-5-7 of the Lincoln Municipal Code have been met.

PART D. STAFF RECOMMENDATION:

Staff recommends the Planning Commission hold the Public Hearing on Case No. 2019-02, discuss, vote and approve or deny the request.

ATTACHMENTS:

Special Use Application, Public Notice, Location Map and Applicable Resident List



SPECIAL USE PETITION

City of Lincoln, Illinois
Lincoln Plan Commission

Date 08/30/2019

Applicant Name: Robert DeAtley, Forber & DeAtley, Inc

Address: 611 N. Goodwin Ave Urbana

State: IL Zip: 61801 Telephone No: (217) 367-5350

Owner Name: Maruti Gagan Management, LLC Attn. Maruti Sethi, President

Address: 1246 Rve Conti St. Danville

State: IL Zip: 61832 Telephone No: (302) 983-0797

Address at which Special Use requested 920 / 922 Woodlawn Rd

Legal Description PIN 12-480-021-00 AND 12-480-021-10, as further
described on the attached page

Names & Addresses of Property Owners to be Notified:

BRIEF SUMMARY OF SPECIAL USE REQUESTED (DETAILS TO BE PROVIDED ON PAGE 2)
SPECIFY ORDINANCE SECTION, DISTRICT, SPECIAL USE REQUESTED: A drive thru
special use permit.

The Land is described as follows:

TRACT 1: Commencing at the Southwest corner of Lot "A" of the Plat of Survey of part of Lot 21 of Bernard Sigg's Survey in the City of Lincoln, Logan County, Illinois, prepared by Conrad Miller, which plat appears of record in Logan County Plat Book 10 on page 1; thence North along the East line of Main Street 200 feet; thence East 95 feet; thence South 200 feet and then West 95 feet along the South line of Lot "A" to the place of beginning.

TRACT 2: Lot "A" of the Plat of Survey of part of Lot 21 of Bernard Sigg's Survey in the City of Lincoln, Logan County, Illinois, prepared by Conrad Miller, which plat appears of recorded in Logan County Plat Book 10 on page 1,

EXCEPT the following: Commencing at the Southwest corner of Lot "A" of the Plat of Survey of part of Lot 21 of Bernard Sigg's Survey in the City of Lincoln, Logan County, Illinois, prepared by Conrad Miller, which plat appears of record in Logan County Plat Book 10 on page 1; thence North along the East line of Main Street 200 feet; thence East 95 feet; thence South 200 feet and then West 95 feet along the South line of Lot "A" to the place of beginning.

TRACT 3: The adjoining twenty feet North of Lot "A" of the Plat of Survey of part of Lot 21 of Bernard Sigg's Survey in the City of Lincoln, Logan County, Illinois, prepared by Conrad Miller, which plat appears of recorded in Logan County Plat Book 10 on page 1.

Special Use Petition -2-

CLEARLY EXPLAIN THE SPECIAL USE REQUESTED IN DETAIL. PROVIDE QUANTITATIVE DETAILS, IF APPLICABLE, REGARDING LOT SIZE SETBACKS, PARKING, ETC. SKETCHES, PHOTOS, AND APPROPRIATE EVIDENCE SHOULD BE INCLUDED. ATTACH ADDITIONAL PAGES AS NECESSARY.

see attached site plan, showing compliance.

(A ZBA case is also pending regarding the side and front yard buffer landscape requirements)

NO SPECIAL USE SHALL BE RECOMMENDED FOR APPROVAL BY THE PLAN COMMISSION UNLESS THERE IS A CONCURRING VOTE OF A MAJORITY OF ALL MEMBERS REGARDING FINDINGS OF FACT. CLEARLY EXPLAIN HOW THE SPECIAL USE REQUESTED MEETS EACH OF THE FOLLOWING FINDINGS OF FACT STANDARDS:

1. The establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.

The drive-thru use will allow for the infill redevelopment project, to operate a national chain fast food restaurant at this site. A drive thru is a requirement of the chain and the redevelopment will not happen without a drive thru. The site is designed to flow well with adjacent uses and roadways.

2. The Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted nor substantially diminish property values within the neighborhood.

The proposed development features maintenance free fiber cement siding, modern canopies, large daylight windows, paved parking, site landscaping, and parking lot and building lighting to meet modern codes, which we feel is a vast improvement over the existing use.

3. The establishment of the Special Use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

The proposed use should improve the value of adjacent property, as the fast food use is considered a trip generator.

4. Adequate utilities, access roads, drainage or necessary facilities have been or will be provided.

Utilities, site access, and drainage will be provided per local codes, IDOT requirements, and the national chain restaurant requirements.

Special Use Petition -3-

5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

The site features a "best practices" one-way site circulation with separate "in and out" aprons on Woodlawn Rd, plus an apron on Main street to align with the adjacent gas station, to minimize traffic congestion.

6. The Special Use is necessary for public convenience at this location.

The development will not occur without a drive thru, for which the special use review is requested.

I (We) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my (our) knowledge and belief.

Signature of Applicant 

Date 08/30/19

Signature of Owner 

Date _____

Date 5/30/19

REVIEW RECORD – FOR OFFICE USE ONLY!

Date Filed _____

Date Published _____

SWCD Letter Received _____

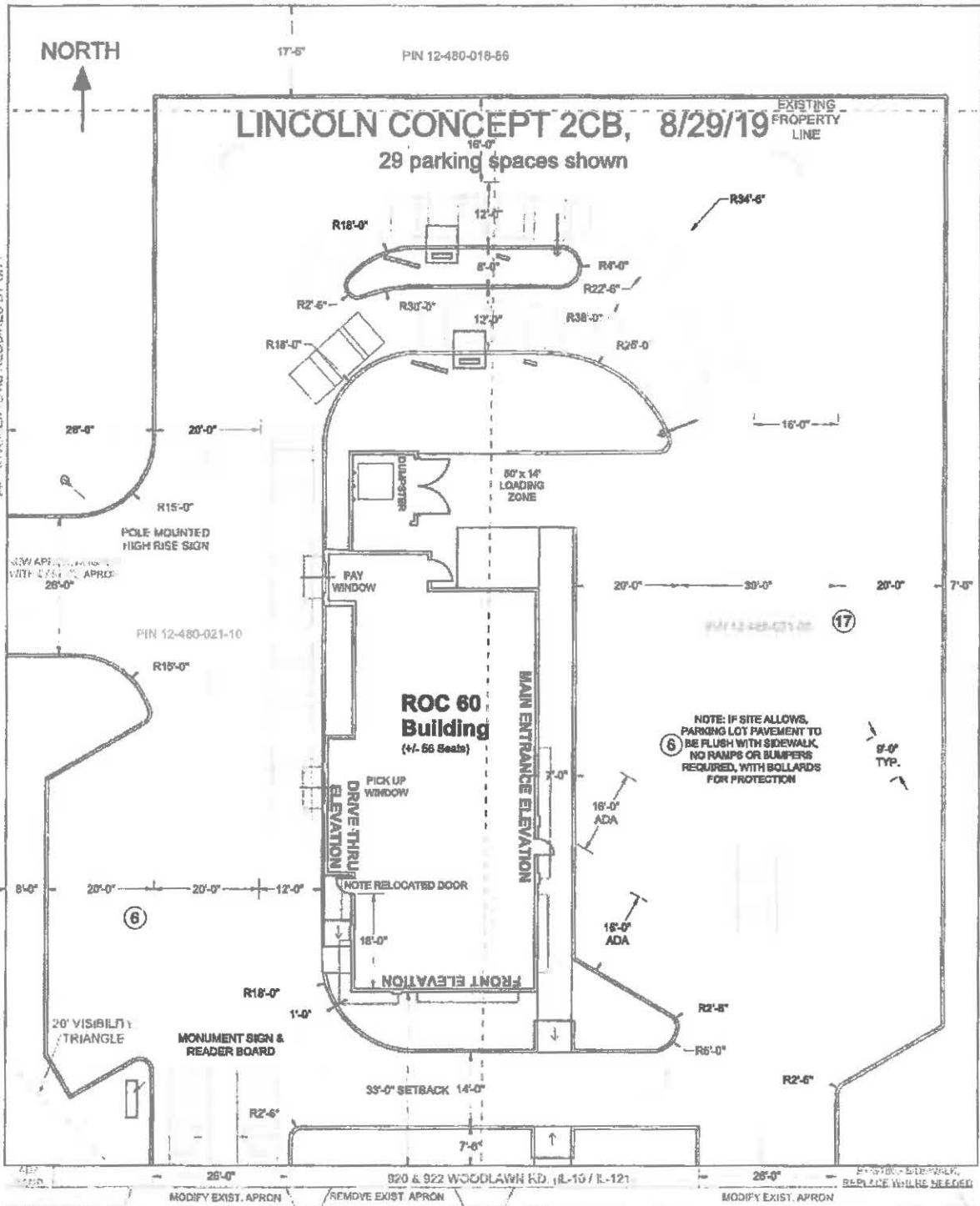
Objections Filed _____

Notice Certification Received _____

Hearing Date _____

LPC Recommendation & Conditions:

Final City Council Disposition, Date and Action:



- NOTE:**
- SCALE: 1" = 20'-0" (WHEN PRINTED ON 11x17 @ 100% SCALE)
 - ALL DRIVE THRU EQUIPMENT SHALL BE DIGITAL MENU BOARD, MEETING BKC&T REQUIREMENTS.
 - PAVING SHALL BE CONCRETE OR ASPHALT, WITH CONCRETE CURBS WHERE SHOWN.
 - THIS PLAN IS CONCEPTUAL.
 - ALL LANDSCAPING SHALL BE PER BKC AND CITY REQUIREMENTS.
 - PROPERTY ADDRESS IS 920 WOODLAWN RD (IL 121 / IL-10).
 - C-2 ZONING (SAME AS ALL ADJACENT PROPERTIES).
 - MIN. SETBACKS: FRONT = 16', SIDE = 10', REAR = 20'.
 - MIN. PARKING REQUIRED, 1 SPACE PER 4 SEATS, 20' BENCH = 1 SEAT.
 - SIGNAGE LOCATIONS SHOWN FOR CONCEPT ONLY. LOCATION TBD.

Conceptual Renderings of ROC-60 store:

EXTERIOR: The door shown on the front of the building will shift to the drive thru side of the building, as per the site plan.



INTERIOR



MEMORANDUM

TO: Mayor and Council of the City of Lincoln
FROM: Peggy Bateman, City Clerk

MEETING

DATE: September 24, 2019
RE: Bids for General Cleaning – City Hall, Police Station, Amtrak Waiting Station

Background: Bids went out for General Cleaning for City Hall, Police Station and Amtrak Waiting Station. Specifications were provided based on frequency, and detail of cleaning.

Royce Scales – Prices included (1) floor maintenance per year at Police Station and City Hall, quarterly at Amtrak.

Monthly Police Station	\$ 780.00
Monthly City Hall	\$ 550.00
Monthly Amtrak	<u>\$1040.00</u>
	\$2370.00

Resilient –

Monthly Police Station	\$ 1126.66
Monthly City Hall	\$ 476.66
Monthly Amtrak	<u>\$1581.66</u>
	\$3184.98

Exterior window washing at Police Station twice per year additional \$230.00

Strip & Wax Amtrak floors per each time requested additional \$330.00

***Royce Scales proposal was given as monthly fee set out in specifications

***Resilient proposal was given per visit set out in specifications

Resilient proposal was converted into a monthly fee based on amount of visits in specifications.

City Council Recommendation: It is recommended that the City Council approve a motion to vote to contract out general cleaning of City Buildings to Royce Scales for the voting session October 7, 2019.

LINCOLN POLICE DEPARTMENT

CHIEF PAUL ADAMS



DEPUTY CHIEF MATT VLAHOVICH

August 1, 2019

RE: City of Lincoln Police Department General Cleaning Specifications.

Frequency: Twice a week (bi weekly) for approximately 2 hours a day. The Police station is open 24 hours a day, 7 days a week. The cleaning company must clean the building during regular scheduled hours when the administrative staff is on duty. Dates and times will be agreed upon by both parties and will be enforced unless mutually agreed to change.

Duties:

- Dust mop and wet mop the hallways, front lobby, kitchen and bathrooms on bi weekly.
- Toilets and sinks in restrooms are to be cleaned and sanitized bi weekly. Door handles to the bathrooms to be sanitized bi weekly.
- Toilet paper, paper towels and soap should be replenished as needed.
- Trash in receptacles to be emptied bi weekly. (Specific areas: kitchen, admin, records, bathrooms, patrol if available and training room if needed)
- Wipe down lobby counter, kitchen counter, admin counter, records counter and door handles bi weekly.
- Vacuum front lobby, back entryway, patrol entryway bi weekly. Records office and admin office at least once a week. Vacuum the Training room on occasion when requested.
- Windows in front lobby to be cleaned bi weekly.
- Extra cleaning for additional rooms (that are not already specified) at request only.
- Exterior windows washed twice a year.

Equipment/Supplies:

- All equipment, cleaning supplies and trash bags needed for the above duties are to be supplied, replenished and maintained by the contractor at no additional cost to the City of Lincoln.
- Consumables such as toilet paper, paper towels and hand soap shall be supplied by the City of Lincoln.

Supplementary conditions:

- All employees must complete a fingerprint background check with the State of Illinois.



CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

August 1, 2019

RE: City of Lincoln, City Hall General Cleaning Specification.

Duties Weekly:

- Lobby- Vacuum carpeted floor mats, tile flooring swept & mopped, front and side entrance, hallway, stairs going to 2nd floor, flooring outside Council Chambers, entry glass front & side doors and hallways 1st & 2nd Floor.
- Restrooms (3) – Toilets, and sinks cleaned and sanitized, floor swept & mopped, mirrors cleaned, trash containers emptied, toilet paper, soap/towel dispenser replenished as needed
- Kitchen/Break Room – floor swept, trash containers emptied
- Light switches, elevator panels/flat surfaces, door handles

Duties Monthly:

- Council Chambers- Vacuum, trash containers emptied, window sill wiped out.
- Restrooms – Stall Partitions wiped down and cleaned
- Wood Trim/Ledges/Door Jams/Cob Webs

Additional Services / Extra Fee upon Request:

- Strip/Wax Hard Floor Surfaces
- Shampoo Carpet

Equipment/Supplies:

- All equipment, cleaning supplies and trash bags needed for the above duties are to be supplied, replenished and maintained by the contractor at no additional cost to the City of Lincoln.
- Consumables such as toilet paper, paper towels shall be supplied by the City of Lincoln.

Supplementary Conditions:

- All employees must complete a fingerprint background check with the State of Illinois

CITY COUNCIL

FIRST WARD
STEVE PARROTT
TRACY WELCH

SECOND WARD
KATHRYN SCHMIDT
SAM DOWNS

THIRD WARD
KEVIN BATEMAN
RON KELLER

FOURTH WARD
JEFF HOINACKI
KATHY HORN



CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

August 1, 2019

RE: City of Lincoln, Amtrak Waiting Station General Cleaning Specifications.

Frequency: Daily. The waiting station is open to the public from 6:30 a.m. until 10:30 p.m. 7 days a week. The doors are automatically locked when not open to the public. The station should be cleaned daily. An access key will be provided for entry into the building as well as the mechanical/storage room.

Duties:

- Waiting area and restrooms floors should be swept daily. Floors should be mopped as needed but no less than twice a week.
- Toilets, sinks, baby changing stations and mirrors in restrooms are to be cleaned and sanitized daily.
- Toilet paper and soap should be replenished as needed. No less than 1-1/2 rolls should be loaded and available for use at any given time in each of the two restrooms.
- Trash in receptacles to be emptied daily. Loose trash in restrooms and waiting area to be picked up and disposed of daily.
- Water coolers and backing material in waiting area to be wiped down and sanitized daily.
- All door handles and seating benches to be wiped down and sanitized daily.
- Walls, windows, doors and trim to be wiped down and/or dusted as needed.
- Solid surface flooring should be stripped of existing wax, buffed and refinished quarterly. Individual "trouble" spots should be dealt with on an as needed basis and should not remain for more than one week.
- Four (4) exterior trash receptacles, found on the platform and breezeway to be emptied as needed.

Equipment/Supplies:

- All equipment and supplies needed for the above duties are to be supplied, replenished and maintained by the contractor at no additional cost to the City of Lincoln.
- Consumables such as toilet paper and hand soap shall be supplied and replenished by the City of Lincoln. The contractor will be responsible to alert the City of Lincoln of supplies needed.

Supplementary Conditions:

- Any and all damages to finish materials, equipment, doors/windows, trim, hardware etc. should be reported to the City of Lincoln immediately. If outside of typical business hours and any damage is found that could bring harm to the general public i.e. broken window, Logan County dispatch should be contacted to provide assistance in the temporary securing of the facility.
- All contracted employees must complete a fingerprint background check with the State of Illinois.

CITY COUNCIL

FIRST WARD
STEVE PARROTT
TRACY WELCH

SECOND WARD
KATHRYN SCHMIDT
SAM DOWNS

THIRD WARD
KEVIN BATEMAN
RON KELLER

FOURTH WARD
JEFF HOINACKI
KATHY HORN

BID DEADLINE
AUGUST 30, 2019

ROYCE D. SCALES II
1319 N. KANKAKEE ST.
LINCOLN IL 62656
217-314-9497
SCALES.CLEANING@GMAIL.COM

TO:
CITY HALL
700 BROADWAY ST.
LINCOLN, IL 62656

FOR:
2019/2020 PRICING
LINCOLN POLICE STATION
710 5TH ST
LINCOLN IL 62656

DESCRIPTION	AMOUNT
GENERAL CLEANING AS SET OUT IN THE SPECIFICATIONS PROVIDED - TWO (2) TIMES WEEK	\$ 780.00
SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL CONSUMABLES - HAND SOAP, SANITIZER, PAPER PRODUCTS AND TRASH LINERS	\$ 0.00
SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL EQUIPMENT, CHEMICALS	\$ 0.00
SCALES CLEANING WILL PROVIDE ONE (1) CARPET CLEANING PER YEAR	\$ 0.00
TOTAL DUE MONTHLY	\$ 780.00

**PROPOSAL - NOT A BILL -
SHOULD PROPOSAL BE
ACCEPTED AN AGREEMENT
& TERMS WILL BE
PROVIDED FOR SIGNATURE
OF BOTH PARTIES
VALID FOR 30 DAYS AFTER
DEADLINE**

MAKE ALL CHECKS PAYABLE TO ROYCE SCALES
SHOULD YOU WISH TO UTILIZE OUR SERVICES AN AGREEMENT & TERMS WILL BE PROVIDED TO SIGN
SCALES CLEANING WILL PROVIDE ALL NECESSARY CLEANING SUPPLES AND EQUIPMENT
SCALES CLEANING WILL PROVIDE CERTIFICATE OF INSURANCE TO PROTECT BOTH PARTIES
IF YOU HAVE ANY QUESTIONS CONCERNING THIS BID, CONTACT ROYCE SCALES (217) 314-9497

THANK YOU FOR YOUR BUSINESS!
SCALES CLEANING DBA ROYCE D. SCALES II

BID DEADLINE
AUGUST 30, 2019

ROYCE D. SCALES II
1319 N. KANKAKEE ST.
LINCOLN IL 62656
217-314-9497
SCALES.CLEANING@GMAIL.COM

TO:
CITY HALL
700 BROADWAY ST,
LINCOLN, IL 62656

FOR:
2019/2020 PRICING
CITY HALL
700 BROADWAY ST.
LINCOLN IL 62656

DESCRIPTION	AMOUNT
GENERAL CLEANING AS SET OUT IN THE SPECIFICATIONS PROVIDED - ONE (1) SERVICE PER WEEK	\$ 550.00
SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL CONSUMABLES - HAND SOAP, SANITIZER, PAPER PRODUCTS AND TRASH LINERS	\$ 0.00
SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL EQUIPMENT, CHEMICALS	\$ 0.00
SCALES CLEANING WILL PROVIDE ONE (1) CARPET CLEANING PER YEAR	\$ 0.00
SCALES CLEANING WILL PROVIDE ONE (1) YEARLY FLOOR SERVICE - STRIP & RE-WAX	\$ 0.00
SCALES CLEANING WILL PROVIDE A QUARTERLY FLOOR MAINTENANCE BUFFING	\$ 0.00
TOTAL DUE MONTHLY	\$ 550.00

**PROPOSAL - NOT A BILL -
SHOULD PROPOSAL BE
ACCEPTED AN AGREEMENT
& TERMS WILL BE
PROVIDED FOR SIGNATURE
OF BOTH PARTIES
VALID FOR 30 DAYS AFTER
DEADLINE**

MAKE ALL CHECKS PAYABLE TO **ROYCE SCALES**
SHOULD YOU WISH TO UTILIZE OUR SERVICES AN **AGREEMENT & TERMS** WILL BE PROVIDED TO SIGN
SCALES CLEANING WILL PROVIDE ALL NECESSARY CLEANING SUPPLES AND EQUIPMENT
SCALES CLEANING WILL PROVIDE CERTIFICATE OF INSURANCE TO PROTECT BOTH PARTIES
IF YOU HAVE ANY QUESTIONS CONCERNING THIS BID, CONTACT **ROYCE SCALES (217) 314-9497**

THANK YOU FOR YOUR BUSINESS!
SCALES CLEANING DBA ROYCE D. SCALES II

BID DEADLINE
AUGUST 30, 2019

ROYCE D. SCALES II
1319 N. KANKAKEE ST.
LINCOLN IL 62656
217-314-9497
SCALES.CLEANING@GMAIL.COM

TO:
CITY HALL
700 BROADWAY ST
LINCOLN IL 62656

FOR:
2019/2020 PRICING
AMTRAK DEPOT
101 N CHICAGO ST
LINCOLN IL 62656

DESCRIPTION	AMOUNT
GENERAL CLEANING AS SET OUT IN THE SPECIFICATIONS PROVIDED - NIGHTLY (7DAYS/WEEK)	\$ 1040.00
SCALES CLEANING WILL PROVIDE ONE (1) YEARLY FLOOR SERVICE - STRIP & RE-WAX	\$ 0.00
SCALES CLEANING WILL PROVIDE A QUARTERLY FLOOR MAINTENANCE BUFFING	\$ 0.00
SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL CONSUMABLES - HAND SOAP, PAPER PRODUCTS AND TRASH LINERS	\$ 0.00
SCALES CLEANING WILL BE RESPONSIBLE FOR PROVIDING ALL EQUIPMENT, CHEMICALS	\$ 0.00
TOTAL DUE MONTHLY	\$ 1040.00

**PROPOSAL - NOT A BILL -
SHOULD PROPOSAL BE
ACCEPTED AN AGREEMENT
& TERMS WILL BE
PROVIDED FOR SIGNATURE
OF BOTH PARTIES
VALID FOR 30 DAYS AFTER
DEADLINE**

MAKE ALL CHECKS PAYABLE TO ROYCE SCALES
SHOULD YOU WISH TO UTILIZE OUR SERVICES AN AGREEMENT & TERMS WILL BE PROVIDED TO SIGN
SCALES CLEANING WILL PROVIDE ALL NECESSARY CLEANING SUPPLES AND EQUIPMENT
SCALES CLEANING WILL PROVIDE CERTIFICATE OF INSURANCE TO PROTECT BOTH PARTIES
IF YOU HAVE ANY QUESTIONS CONCERNING THIS BID, CONTACT ROYCE SCALES (217) 314-9497

THANK YOU FOR YOUR BUSINESS!
SCALES CLEANING DBA ROYCE D. SCALES II



QUOTE

City of Lincoln Police Department

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819B

Reference
Interior Cleaning

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

Description	Quantity	Unit Price	Tax	Amount USD
To be completed each visit: Restrooms - full detail and restocking -Sinks -Mirrors -Interior & ext of toilets -Door & stall handles -Trash removal -Floors swept & mopped	4.00	20.00		80.00
All trash pulled throughout building: -Kitchen -Admin -Records -Patrol -Training Rm.	1.00	10.00		10.00
Wipe all counters & door handles: -Lobby (to include front door windows) -Kitchen -Admin -Records	1.00	10.00		10.00
Dust mop & mop hard surfaces: -Hallway -Lobby -Kitchen	1.00	15.00		15.00
Vacuum carpeted areas: -Lobby -Back Entry -Patrol Entry -Admin -Records -Training Rm (as needed)	1.00	15.00		15.00

Description	Quantity	Unit Price	Tax	Amount USD
-------------	----------	------------	-----	------------

Special Notes:

- We provide all cleaning solutions and equipments including trash bags
- Pricing is based per visit on listed items above

Thank you for trusting and considering Resilient!

Subtotal	130.00
----------	--------

TOTAL USD	130.00
------------------	---------------



QUOTE

City of Lincoln Police Department

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819C

Reference
Windows

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

Description	Quantity	Unit Price	Tax	Amount USD
Exterior window washing	1.00	115.00		115.00

Special Notes:

- ~We provide all cleaning solutions and equipments
- ~Pricing is based per visit on listed item above

Thank you for trusting and considering Resilient!

Subtotal	115.00
TOTAL USD	115.00



QUOTE

City of Lincoln, City Hall

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819A

Reference
Interior Cleaning

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

Description	Quantity	Unit Price	Tax	Amount USD
To be complete each visit: Lobby / Hallways / Stairwells - Floors Sweep & mop hard surfaces Vacuum carpeted areas & rugs	1.00	15.00		15.00
Restrooms - full detail and restocking -Sinks -Mirrors -Interior & ext of toilets -Trash removal -Floors swept & mopped	3.00	20.00		60.00
Break Room / Kitchen - trash removal & floors swept	1.00	10.00		10.00
Sanitation throughout building -Light switches -Elevator buttons -Door handles	1.00	10.00		10.00
Areas to keep up with: -Cobwebs -Glass of front & side entrances -Dusting trim work -Sanitizing bathroom stall walls -Council chambers : window sills, trash, & vacuum floor	1.00	15.00		15.00

Special Notes:

- We provide all cleaning solutions and equipments including trash bags
- Pricing is based per visit on listed items above
- Strip/Wax of hard surfaces and Carpet Shampooing would be separate

Thank you for trusting and considering Resilient!

Subtotal 110.00

TOTAL USD 110.00



QUOTE

City of Lincoln, Amtrak Waiting Station

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819D

Reference
Interior Cleaning

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

Description	Quantity	Unit Price	Tax	Amount USD
To be completed daily: Restrooms - full detail and restocking -Sinks -Mirrors -Interior & ext of toilets -Changing tables -Trash removal -Floors swept daily & mopped at least 2x weekly	2.00	20.00		40.00
Waiting Room: -Pull interior trash -Exterior trash (x4) -Wipe down water cooler & backing material -Sanitize door handles & bench seating -Floors swept daily & mopped at least 2x weekly -Dusting: walls, window sills, trim work (as needed)	1.00	12.00		12.00

Special Notes:
~We provide all cleaning solutions and equipments including trash bags
~Pricing is based per visit on listed items above
~Strip/Wax/High Speed Buffing of all hard surfaces are included on a separate bid

Thank you for trusting and considering Resilient!

Subtotal	52.00
TOTAL USD	52.00



QUOTE

City of Lincoln

Date
Aug 28, 2019

Expiry
Sep 27, 2019

Quote Number
082819E

Reference
Hard Surface

Resilient Premier Cleaning,
LLC
P.O. Box 661
LINCOLN ILLINOIS 62656
UNITED STATES

Description	Quantity	Unit Price	Tax	Amount USD
Strip & Wax with upkeep high speed buffing: Lobby - 17x26 Restrooms - 9x6 (x2)	550.00	0.60		330.00

Special Notes:
~We provide all cleaning solutions and equipment
~Pricing is based per visit on listed item above

Thank you for trusting and considering Resilient!

Subtotal	330.00
TOTAL USD	330.00



CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

MEMORANDUM

TO: Mayor and Aldermen of the City of Lincoln
FROM: Veolia (Lincoln Wastewater Dept)
MEETING DATE: Monday, October 7, 2019
IN RE: New 2020 Truck for Wastewater Dept

Background

A Notice for Bids went out early September for the purchase of a new 2020 ¾ ton crew cab truck for the wastewater dept. (4) bids were opened in the COW on 9/24/2019. Results of these bids are to be presented.

Analysis/Discussion

All required specs were verified in each of the quotes per bid. Quote prices are listed below.

Landmark Ford - \$45,475.00
Graue Chevrolet - \$44,830.00
Lincoln Dodge - \$37,587.00
Jim Xamis Ford - \$38,244.00

Fiscal Impact

Veolia and the City of Lincoln Wastewater Dept recommends going with Lincoln Dodge based on the price and requests the City's approval to purchase the vehicle stated in the bid.

COW Recommendation

Council Recommendation

Please feel free to contact me if you have further questions. Thank you for your time.

CITY COUNCIL

FIRST WARD
STEVE PARROTT
TRACY WELCH

SECOND WARD
KATHRYN SCHMIDT
SAM DOWNS

THIRD WARD
KEVIN BATEMAN
RON KELLER

FOURTH WARD
JEFF HOINACKI
KATHY HORN

MEMORANDUM

TO: Mayor and Aldermen of the City of Lincoln

FROM: Walt Landers, Street Superintendent

MEETING

DATE: September 24, 2019

RE: Curb and Sidewalk Improvement Project Bid Award and Additional Targets

Background

Each year the Lincoln Street Department organizes a Curb Sidewalk Replacement Project to help improve and maintain city sidewalks. These projects also enhance safety and provide a better experience for citizens and visitors as they walk through our city. This year's project has a budget of \$125,000.00.

Analysis/Discussion

Bids for the 2019 Curb and Sidewalk Project were opened September 19, 2019, three bids were received.

1. Otto Baum Co. Inc Morton IL. in the amount of \$124,403.62
2. Sangamo Construction Co. Springfield IL in the amount of \$157,774.09
3. Kinney Contractors Raymond IL. in the amount of \$131,534.00

The low bid from Otto Baum Co. Inc is right at the project budget of 125, 000.00. Ideally we would like to see the project cost about ten percent under the budget for contingency in case of unforeseen issues during the project. There are two options to consider moving forward. One, reduce the scope of the project to insure that it remains at or below budget. Two, move forward with the project as bid with the understanding that if any issues arise we could go over budget. Note that both resurfacing projects and engineering fees are under what was budgeted for FY 19/20. I would expect the project to come in at or below budget but if there were issues we would still have funds in the this year's budget for contingency purposes

Fiscal Impact

\$124,403.62 for Curb and Sidewalk replacement from the Capitol Projects Fund 60-3600-7844

COW Recommendation

Approve the bid from Otto Baum Co. Inc. of \$124,403.62, and place on October 7, 2019 City Council Meeting agenda.

Council Recommendation:

Approve bid from Otto Baum Co. Inc of \$124,403.62



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