



**Monday, January 7, 2019
5:30 PM**

CITY COUNCIL AGENDA

I. Call to Order

1. Roll Call
2. Pledge of Allegiance

II. Appearance of Citizens

Policy relative to Appearance of Citizens:

A 15 minute time period is provided for citizens to appear and express their views before the City Council. Each citizen who appears will be limited to 3 minutes. No immediate response will be given by City Council or City staff members. Citizens are to give their documents to the Police Officer for distribution to the Council.

III. Approval of Minutes

Approval of Minutes of December 17, 2018 City Council Meeting

IV. Unfinished Business

V. New Business

1. Resolution Authorizing Payment of the 2019 Central Illinois Regional Dispatch Center Invoice -- User Fees For The Decatur Police Department And Decatur Fire Department
2. Ordinance Rezoning Property From B-2 Commercial District to M-1 Intense Commercial-Light Industrial District 3373 North Woodford Street
3. Resolution Accepting the Bid Price of InfoSense, Inc. for the Purchase of a Sewer Acoustic Inspection System
4. Consent Calendar: Items listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. If separate action is desired on any item, it will be removed from the Consent Calendar and considered separately.
 - A. Receiving and Filing of Minutes of Boards and Commissions
 - B. Resolution Approving Appointments - Decatur Area Convention and Visitors Bureau
 - C. Resolution Approving Appointment - Decatur Housing Authority
 - D. Resolution Approving Appointment - Zoning Board of Appeals
 - E. Resolution Approving and Determining the Need for Confidentiality of Minutes of Closed Meetings

VI. Other Business

VII. Adjournment

CITY COUNCIL MINUTES
Monday, December 17, 2018

On Monday, December 17, 2018, the City Council of the City of Decatur, Illinois, met in Regular Meeting at 5:30 p.m., in the Council Chambers, One Gary K. Anderson Plaza, Decatur, Illinois.

Mayor Julie Moore Wolfe presided, together with her being Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory and David Horn were present. Mayor Julie Moore Wolfe declared a quorum present.

Interim City Manager Billy Tyus attended the meeting as well.

Mayor Julie Moore Wolfe led the Pledge of Allegiance.

Mayor Julie Moore Wolfe called for appearance of citizens.

John Betcher shared his experience with the Decatur Police Department regarding a fraud case.

Mayor Julie Moore Wolfe called for approval of the minutes.

The minutes of the December 3, 2018 Council meeting were presented. Councilman Pat McDaniel moved the minutes be approved as written; seconded by Councilwoman Dana Ray and on call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

This being the time set aside for Unfinished Business and there being none, Mayor Julie Moore Wolfe called for New Business.

Mayor Julie Moore Wolfe called for Proclamations and Recognitions.

Mayor Julie Moore Wolfe recognized and presented Stephen Decatur Medallions to Geoff Duncan, Ryne Duncan, Jason Szymkowiak, Bill Workman, Mike Smith, Alex Amaya and Chris Scott for their heroic efforts in saving the lives of two children resulting from a car that went into Lake Decatur.

2018-71 An Ordinance Appropriating Additional Monies for the Purpose of Defraying the Expenses for Certain Funds of the City of Decatur, Illinois for the Fiscal Year Ending December 31, 2018, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Councilwoman Lisa Gregory suggested meeting with the Decatur Municipal Band quarterly to ensure that they maintain their budget number.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-72 An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Councilman David Horn asked why property taxes were being used to fund the Decatur Municipal Band and Mayor Julie Moore Wolfe responded that it was her understanding that it was in a statute.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-73 An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2010 Series A Bonds, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-74 An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2010 Series B Bonds, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-75 An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2010 Series C Bonds, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-76 An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2013 Series Bonds, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-77 An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2014 Series Bonds, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-78 An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2015 Series Bonds, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-79 An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2016 Series Bonds, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-80 An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2017 Series Bonds, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-81 An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2018 Series Bonds, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-82 Ordinance Amending City Code Chapter 44 - Fire Prevention and Hazardous Materials Control, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-160 Resolution Authorizing an Amendment to the Agreement with Crawford, Murphy & Tilly, Inc., to Perform Land Acquisition Services for the Brush College Road Improvement Project, Section No. 17-00933-00-LA, City Project 2009-33, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-161 Resolution Approving Expenditure of City Funds to Renew Annual Enterprise Virtual Server VMware Software Maintenance with Presidio Networked Solutions Group, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-162 Resolution Accepting the Bid and Authorizing the Execution of a Purchase Order with Steve's Trucking, Inc., for Demolition of Property 409 South Webster Street, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Councilman David Horn stated that the demolition that is set to be approved and the other nine that are set to be demolished is a good start but the city is far behind on the number of demolitions that need to take place.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-163 Resolution Authorizing the City of Decatur, Illinois to Provide an Interfund Cash Advance to the Decatur Public Transit System Fund, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-164 Resolution Authorizing the City of Decatur, Illinois to Provide an Interfund Cash Advance to the Major Moves Fund, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-165 Resolution Authorizing the Purchase of Portable Radios from Motorola Solutions for The Decatur Police Department, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Police Chief Jim Getz reported that body cameras are essential this day and age and noted that surrounding communities all have body cameras.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-166 Resolution Authorizing City of Decatur to Participate in the HUD Public Offering as Part of the Section 108 Loan Guarantee Assistance Program to Refinance the Existing Note or Other Obligation in the Original Principal Amount of \$3,000,000 for the Near North Redevelopment Project, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

Mayor Julie Moore Wolfe called for Consent Calendar Items A through C and asked if any Council member wished to have an item removed from the Consent Calendar. Council did not request to have any items removed. The Clerk read Items A through C:

Item A. R2018-167 Resolution Approving Appointments – Historical and Architectural Sites Commission

Item B. R2018-168 Resolution Approving Appointment – Zoning Board of Appeals

Item C. R2018-169 Resolution Approving Appointment – Plan Commission

Councilman Pat McDaniel moved Items A through C be approved by Omnibus Vote; seconded by Councilwoman Dana Ray, and on call of the roll Council members Chuck Kuhle,

Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

Mayor Julie Moore Wolfe called for Other Business.

Councilman David Horn and Councilwoman Lisa Gregory provided an update on the Intergovernmental Working Group that consists of the City of Decatur, Decatur Park District and Decatur School District. Several items were discussed at the meeting including: equalized assessed valuation, joint purchases, fiber network and demolitions.

Councilwoman Dana Ray exited the Council Chamber at 6:12pm.

Councilman Pat McDaniel urged candidates from the November, 2018 election to remove political signs that are still up in places throughout the city and reminded realtors not to put real estate signs on public rights-of-way.

Councilwoman Dana Ray re-entered the Council Chamber at 6:17pm.

Fire Chief Jeff Abbott stated that starting on January 1, emergency medical dispatching will be used the way it was intended to which should drop the call volume by 1,500-2,500 calls per year.

With no other business, Mayor Julie Moore Wolfe called for adjournment. Councilman Pat McDaniel moved the regular Council meeting be adjourned; seconded by Councilwoman Dana Ray, and on call of the roll, Council members Chuck Kuhle, Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

Mayor Julie Moore Wolfe declared the regular Council meeting adjourned at 6:32pm.

Approved _____
Kim Althoff
City Clerk

Police Department

DATE: 11/13/2018

MEMO: 18-68

TO: The Honorable, Mayor Julie Moore Wolfe
Council Members

FROM: Billy Tyus, Interim City Manager
James E. Getz Jr., Chief of Police

SUBJECT: Central Illinois Regional Dispatch Center (CIRDC) 2019 Invoice

SUMMARY RECOMMENDATION:

It would be the recommendation of staff that the 2019 CIRDC annual invoice for dispatch services provided to the Decatur Police Department and the Decatur Fire Department, at a total cost of \$1,742,293.40, be paid. The invoice would be paid in quarterly installments of \$435,573.35. The breakdown of the 2019 invoice is as follows:

Decatur Police Department -- \$1,450,627.23

Decatur Fire Department -- \$291,666.17

BACKGROUND:

On June 5, 2017, under Resolution 2017-76, the Council approved the City of Decatur entering into an Intergovernmental Agreement with the Central Illinois Regional Dispatch Center (CIRDC). The CIRDC began providing dispatch services to the City of Decatur, Decatur Police Department, and the Decatur Fire Department on January 1, 2018. The user fees for the CIRDC are based on calls for service for each user agency throughout Macon County. The Decatur Police Department and the Decatur Fire Department are the largest police and fire agencies within Macon County.

PRIOR COUNCIL ACTION: There has been no prior Council action related to this invoice. The 2018 CIRDC invoice was approved under Resolution 2017-147.

POTENTIAL OBJECTIONS: None Anticipated

INPUT FROM OTHER SOURCES: None

STAFF REFERENCE: James E. Getz Jr., Chief of Police, 424-2745,

jgetzjr@decaturil.gov, Shane G. Brandel, Deputy Chief of Police, 424-2740,
sbrandel@decaturil.gov

BUDGET/TIME IMPLICATIONS:

The CIRDC invoice has been budgeted for the 2019 fiscal year.

ATTACHMENTS:

Description	Type
Resolution Letter	Cover Memo
2019 CIRDC Invoice	Backup Material
2019 CIRDC Budget-User Fees	Backup Material

RESOLUTION NO. R2019-_____

**RESOLUTION AUTHORIZING PAYMENT OF THE 2019 CENTRAL ILLINOIS
REGIONAL DISPATCH CENTER INVOICE -- USER FEES FOR THE DECATUR
POLICE DEPARTMENT AND DECATUR FIRE DEPARTMENT**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DECATUR,
ILLINOIS:

Section 1. That the invoice presented to the City Council herewith from the Central Illinois Regional Dispatch Center (CIRDC) regarding the 2019 dispatch user fees for the Decatur Police Department and the Decatur Fire Department be, and the same is hereby, received, placed on file and approved.

Section 2. That the City Manager or his designee be, and they are hereby, authorized and directed to execute said Purchase Order on behalf of the City of Decatur to the Central Illinois Regional Dispatch Center in an amount not to exceed \$1,742,293.40 for the period of January 1, 2019 and expiring December 31, 2019 to be paid in quarterly installments of \$435,573.35.

PRESENTED and ADOPTED this Seventh day of January, 2019.

JULIE MOORE WOLFE, MAYOR

ATTEST:

KIM ALTHOFF, CITY CLERK



INVOICE

December 1, 2018

141 S. Main Street, Suite 810
Decatur, IL 62523
Phone 217-424-1002 | Fax 217-424-1006

TO

Decatur Police Dept
Attn: Shane Brandel
707 W. South Side Dr
Decatur, IL 62521

Description	Amount
CIRDC 2019 user fees	
Decatur Police Dept.	\$1,450,627.23
Decatur Fire	\$291,666.17
- Will be billed quarterly	
Due on January 1, 2019 -	\$435,573.35
Due on April 1, 2019 -	\$435,573.35
Due on July 1, 2019 -	\$435,573.35
Due on October 1, 2019 -	\$435,573.35
Total	\$1,742,293.40

Make all checks payable to **Central Illinois Regional Dispatch Center.**

If you have any questions concerning this invoice, contact Lisa Hilbrick | lhilbrick@cirdc.org

THANK YOU!

CIRDC 2019 Projected Budget

PERSONNEL SERVICES

COMM CNTR SALARIES	\$1,702,321.50
OVERTIME	\$100,000.00
PAYROLL BENEFITS	\$591,107.48
PAYROLL TAXES	\$144,613.92
ADMINISTRATION FEES	\$3,500.00
GENERAL LIABILITY	\$33,600.00
WORK COMP	\$4,200.00
<u>TOTALS</u>	\$2,579,342.90

OPERATING EXPENSES

FACILITIES CLEANER	\$15,000.00
FACILITIES CLEANING SUPPL	\$6,000.00
GENERATOR FUEL & MAINT	\$4,000.00
GROUNDS MAINT	\$15,000.00
INTERNET	\$7,100.00
PEST CONTROL	\$900.00
POWER BILL	\$24,000.00
UPS	\$1,000.00
WATER	\$1,500.00
RADIO	
5 PORT RADIOS	\$500.00
MAINT. AGREEMENTS	\$60,000.00
STARCOM T-1	\$6,000.00
TOWER MAINT.	\$2,000.00
TELEPHONE	
CELLULAR FEES	\$4,500.00
USEAGE FEES	\$13,500.00
Equipment	\$500.00
OFFICE	
Auditing	\$10,000.00
Copiers/Printers	\$2,000.00
Equipment	\$1,000.00
Legal	\$12,000.00
Office Supplies	\$3,500.00
COMM CENTER	
CAD Software	\$65,000.00
Freedom App	\$0.00
Comm Equip & Software	\$10,000.00
Contractual Asst	\$1,000.00
Language Line	\$1,000.00
Small Capital Exp	\$5,000.00
FURNITURE	
Maint.	\$1,000.00

TRAINING EXPENSES

PROF. MEMBERSHIP FEES	\$1,500.00
ADMIN TRAINING	\$5,000.00
TRAINING	\$10,000.00
<u>TOTALS</u>	\$289,500.00

PERSONNEL SERVICES	\$2,579,342.90
OPERATING EXPENSES	\$289,500.00
RESERVE/EQUIP REPLACEMENT	\$129,097.93
TOTAL Projected Budget	\$2,997,940.83

Chairperson:

Date:



CIRDC User Fee Breakdown

Total Budget	\$2,997,940.83
2018 Budget Surplus	\$100,000.00
ETSB Financial Contribution	\$125,000.00
Contracted Fees Due	\$2,000.00
	\$2,770,940.83

Other	Fees
Niantic PD minimum fees	1,000.00
Oreana PD minimum fees	1,000.00
Total Fees Due	\$2,000.00

*Call is defined as a phone call to dispatch,
or activity, which generates an event number.*

	<u>CALLS FOR SERVICE</u>		<u>%</u>	<u>COST</u>	<u>2016-17 Costs</u>	<u>Diff</u>
	2017-18	2016-17				
Argenta FD	518	546	0.47%	\$12,914.19	\$14,123	-\$1,209
Blue Mound FD	136	179	0.12%	\$3,390.60	\$4,630	-\$1,239
Cerro Gordo FD	69	62	0.06%	\$1,720.23	\$1,604	\$116
Cisco FD	27	34	0.02%	\$673.13	\$879	-\$206
Decatur FD	11699	11263	10.53%	\$291,666.17	\$291,343	\$323
Decatur PD	58186	61117	52.35%	\$1,450,627.23	\$1,580,929	-\$130,302
Harristown FD	261	245	0.23%	\$6,506.96	\$6,337	\$169
Hickory Point FD	636	589	0.57%	\$15,856.03	\$15,235	\$621
Long Creek FD	873	720	0.79%	\$21,764.64	\$18,624	\$3,141
Macon County Sheriff	32048	28713	28.83%	\$798,984.32	\$742,727	\$56,257
Macon County Probation	1060		0.95%	\$26,426.72		
Maroa FD	253	287	0.23%	\$6,307.51	\$7,424	-\$1,116
Maroa PD	702	1021	0.63%	\$17,501.47	\$26,410	-\$8,909
Millikin University Police	158	165	0.14%	\$3,939.08	\$4,268	-\$329
Mt. Zion FD	561	553	0.50%	\$13,986.21	\$14,305	-\$319
Mt. Zion PD	1256	1601	1.13%	\$31,313.16	\$41,413	-\$10,100
Niantic FD	152	142	0.14%	\$3,789.49	\$3,673	\$116
Niantic PD				\$0.00		
Oreana PD				\$0.00		
Park Dist. PD	1442	1129	1.30%	\$35,950.31	\$37,301	-\$1,351
So. Macon FD	281	270	0.25%	\$7,005.57	\$6,984	\$22
So. Wheatland FD	260	207	0.23%	\$6,482.02	\$5,354	\$1,128
Warrensburg FD	235	229	0.21%	\$5,858.75	\$5,923	-\$64
Warrensburg PD	332	756	0.30%	\$8,277.05	\$19,556	-\$11,279
Total CFS	111,145		100.00%	\$2,770,940.83		

Economic & Community Development

DATE: 1/7/2019

MEMO: No. 19-01

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Billy Tyus, Interim City Manager
Raymond Lai, AICP, Economic and Community Development Director
Scott Dedert, Senior Planner

SUBJECT:

Rezoning at 3373 North Woodford Street from B-2 Commercial District to M-1 Intense Commercial-Light Industrial District.

SUMMARY RECOMMENDATION:

Staff recommends approval of the re-zoning. The City Plan Commission voted 5-0 to recommend approval of this petition at the December 6, 2018 meeting; the relevant minutes of the meeting are attached.

BACKGROUND:

The property located at 3373 North Woodford Street is currently zoned both B-2 Commercial District and M-1 Intense Commercial-Light Industrial District. The northern portion of the property proposed to be re-zoned consists of approximately 0.46 acres and is a parking lot and part of an animal shelter building. On the southern part of the parcel, zoned M-1 Intense Commercial-Light Industrial District, there is part of that animal shelter building (Humane Society of Decatur and Macon County).

The intent of the rezoning request is to create a uniform zoning district for the overall property.

The subject site is located within a mixed-use area and rezoning to M-1 Intense Commercial-Light Industrial District should have no adverse effect on the general area or the City as a whole.

POTENTIAL OBJECTIONS: No objectors spoke at the Plan Commission meeting.

INPUT FROM OTHER SOURCES:

The petition has been reviewed by the City’s Technical Review Committee; Planning, Engineering and Fire.

STAFF REFERENCE: Any additional questions may be forwarded to Scott Dedert sdedert@decaturil.gov.

BUDGET/TIME IMPLICATIONS: None

ATTACHMENTS:

Description	Type
Ordinance	Ordinance
Supporting Documentation	Backup Material

ORDINANCE NO. _____

**ORDINANCE REZONING PROPERTY FROM
B-2 COMMERCIAL DISTRICT TO M-1 INTENSE COMMERCIAL-LIGHT
INDUSTRIAL DISTRICT
- 3373 NORTH WOODFORD STREET -**

WHEREAS, on the 6th day of December 2018, upon due notice, the Decatur City Plan Commission held a public hearing upon the petition of Humane Society of Decatur and Macon County, to rezone premises legally described as:

The northern half of all South 132 feet of the East ½ of Lot three (3) of North Side Addition to the Outlots to the City of Decatur, Illinois, as per plat recorded in Book 3335, Page 182 of the records in the Recorder's Office of Macon County, Illinois. Situated in Macon County, Illinois.

Permanent Index Number: 07-07-35-427-023

from B-2 Commercial District to M-1 Intense Commercial-Light Industrial District; and,

WHEREAS, the Decatur City Plan Commission recommended that the prayer of said petition be granted.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That the recommendation of the Decatur City Plan Commission be hereby, received, placed on file and approved.

Section 2. That said described premises be, and they are hereby rezoned from B-2 Commercial District to M-1 Intense Commercial-Light Industrial District.

Section 3. That the Districts herein mentioned are those districts set forth and defined in Ordinance No. 3512 of the City of Decatur, Illinois, commonly known as the Zoning Ordinance, and all the provisions, regulations, restrictions and requirements therein set forth shall apply to the premises described herein.

Section 4. That the zoning of said premises as set out herein shall be shown and verified on the Zoning District Map as in such Ordinance No. 3512 provided and said District be hereby amended and changed as herein set forth.

PRESENTED, PASSED, APPROVED AND RECORDED this 7th day of January, 2019.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK



City of Decatur, Illinois

Petition before the Mayor, City Council and Members of the Plan Commission of Decatur, Illinois

Economic and Urban Development Department
One Gary K. Anderson Plaza
Decatur, Illinois 62523-1196

424-2793
FAX 424-2728

Please Type

SECTION ONE: PETITIONER / OWNER / REPRESENTATIVE INFORMATION

Petitioner	Humane Society of Decatur and Macon County				
Address	3373 N. Woodford St.				
City	Decatur	State	IL	Zip	62522
Telephone	317-454-1077	Fax		E-mail	admin@hsdmc.org
Property Owner	Same as above				
Address					
City		State		Zip	
Telephone		Fax		E-mail	
Representative	Irene M. Peterson				
Address	3347 Fite Dr.				
City	Decatur	State	IL	Zip	62526
Telephone	317-454-1077	Fax		E-mail	

SECTION TWO: SITE INFORMATION

Street Address						
Legal Description	Parcel ID # 07-07-35-427-023 The North 1/2 of the South 132 feet of the East 1/2 of Lot Three (3) of North Side Addition of Outlots to Decatur, as per Plat recorded in Book 335 Page 182 Macon County, IL					
Present Zoning	☐ R-1	☐ R-2	☐ R-3	☐ R-5	☐ R-6	Is this property a Planned Unit Development?
	☐ B-1	☒ B-2	☐ B-3	☐ B-4	☐ O-1	☐ YES Approval Date: _____
	☐ M-1	☐ M-2	☐ M-3	☐ PMR-1		☒ NO
Please list all improvements on the site:						
Size of Tract	☐ SF ☐ AC					

SECTION THREE: REQUESTED ACTION

Rezoned Property To:	☐ R-1	☐ R-2	☐ R-3	☐ R-5	☐ R-6	Will this property be a Planned Unit Development?
	☐ B-1	☐ B-2	☐ B-3	☐ B-4	☐ O-1	☐ YES
	☒ M-1	☐ M-2	☐ M-3	☐ PMR-1		☒ NO
Other:						

Section Three Continued**Purpose** Please state the purpose of the proposed rezoning.

Currently have multiple zoning. North half is B-2.
South half is M-1. Would like to have all of lot M-1 zoning.

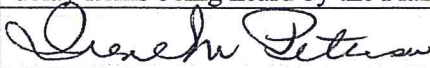
SECTION FOUR: JUSTIFICATION

The petitioner submits to the City Plan Commission and City Council the following facts (additional pages may be attached):

We are located in a business (commercial) area.
We are an IL licensed animal shelter.
We provide many community services.

SECTION FIVE: CERTIFICATION

To be placed on the agenda of the regular meeting on the first Thursday of the month at 3:00 PM in the City Council Chambers, petition must be received on the first Thursday of the preceding month. Failure of the petitioner or the petitioner's representative to attend the Plan Commission hearing may result in items being tabled. Incomplete or erroneous petitions may delay items being heard by the Plan Commission.

**Petitioner's
Signature**

Date

11/6/18

NOTES:

1. Please forward this completed form and attachments to the Economic and Urban Development Department, Third Floor, Decatur Civic Center. Please make checks payable to the City of Decatur. See Schedule "A" for fees.
2. Signature of this petition grants permission to City staff to place a sign, indicating a request for zoning action, on the subject property at least 10 days prior to the Decatur City Plan Commission hearing. Said sign will be removed within 15 days of final action by City Council.
3. In the event a petition for rezoning is denied by the Council, another petition for a change to the same district shall not be filed within a period of one year from the date of denial, except upon the initiation of the City Council or the City Plan Commission after showing a change of circumstances which would warrant a renewal.
4. All petitions before the Decatur City Plan Commission are reviewed through the Development Technical Review (DTR) Process. Please consult the DTR Brochure for information related to this process.

OFFICE USE ONLY

Date Filed

By

Decatur City Plan Commission

3373 North Woodford Street



Case No.: 18-48
Date: December 6, 2018
Petition of: Humane Society of Decatur
and Macon County
Requested Action: Rezone B-2 to M-1



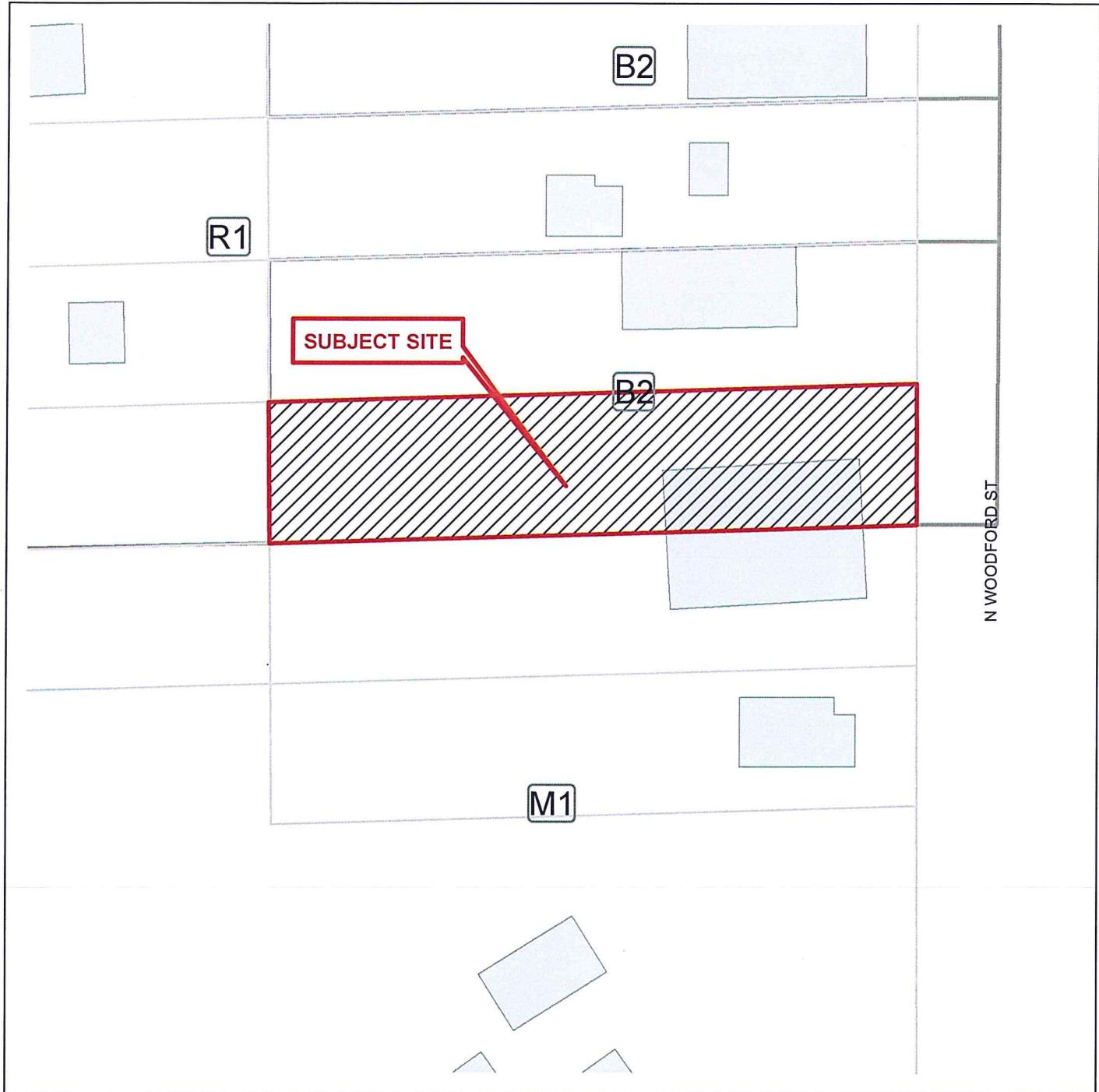
Legend

-  Subject Site
-  Parcel
-  Zoning

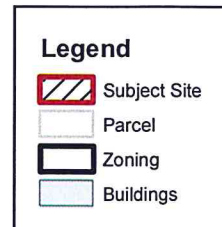
0 50 100 200 Feet

Decatur City Plan Commission

3373 North Woodford Street



Case No.: 18-48
Date: December 6, 2018
Petition of: Humane Society of Decatur and Macon County
Requested Action: Rezone B-2 to M-1



STAFF REPORT

Decatur City Plan Commission

Hearing Date December 6, 2018
Case No. 18-48
Property Location 3373 North Woodford Street
Request Rezoning from B-2 Commercial District to M-1 Intense Commercial-Light Industrial District
Petitioner Humane Society of Decatur and Macon County
Representative Irene M. Peterson

BACKGROUND

The subject site located at 3373 North Woodford Street is currently zoned both B-2 Commercial District and M-1 Intense Commercial-Light Industrial District. The northern portion of the property proposed to be re-zoned consists of approximately 0.46 acres and is currently a parking lot. On the southern part of the parcel, zoned M-1 Intense Commercial-Light Industrial District, there is a commercial building on site (Humane Society of Decatur and Macon County).

Surrounding Land Use and Zoning

<i>Direction</i>	<i>Existing Land Use</i>	<i>Zoning</i>	<i>Comprehensive Plan</i>
Subject Property	Commercial, Parking lot	B-2, M-1	Heavy Commercial
North	Office, Single-Family Residence	B-2, R-1	Heavy Commercial
South	Single-Family Residence, Commercial	M-1	Residential – Low Density
East	Commercial	R-3, B-2	Employment
West	Single-Family Residence, Vacant Lot	R-1, M-1	Intense Commercial, Residential – Low Density

PROJECT DESCRIPTION

The petitioner proposes to rezone the northern portion (0.46 acres) of the site from B-2 Commercial District to M-1 Intense Commercial-Light Industrial District to create a uniform zoning district for the entire site.

STAFF ANALYSIS

The surrounding zoning districts include B-2 Commercial District to the north, R-1 Single-Family Residence District to the northwest, R-1 Single-Family Residence District and M-1 Intense Commercial-Light Industrial District to the west and south, and M-1 Intense Commercial-Light Industrial District to the east. The Macon County and Decatur Comprehensive Plan shows this area as Residential – Low Density, Heavy Commercial, and Employment. The proposed M-1 Intense Commercial-Light Industrial District zoning would be compatible and consistent with adjacent zoning and uses to the east, south and southwest. Also, rezoning the northern “B-2” District portion of the site to “M-1” District would bring uniformity in zoning for the entire site, i.e. consistent with the southern portion in the M-1 District. As a result, this

would allow zoning conformance to the existing commercial facility and any of its future expansion.

The subject site is located within a mixed-use area and rezoning to M-1 Intense Commercial-Light Industrial District should have no adverse effect on the general area or the City as a whole.

STAFF RECOMMENDATION

Staff recommends approval of the rezoning request.

PLAN COMMISSION ACTION

Section XXIX. requires the Plan Commission to hold a public hearing on a rezoning request, and then forward its report and recommendation to the City Council for a final decision. A motion to forward Case 18-48 to City Council by the Plan Commission with a recommendation is warranted.

This report constitutes the testimony and recommendation of the Planning and Sustainability Division, Economic and Community Development Department, City of Decatur.

Scott Dedert
Senior Planner

ATTACHMENTS

1. Petition
2. Location Map

Excerpts from Plan Commission Meeting of December 6, 2018:

Case No. 18-48 Petition of HUMANE SOCIETY OF DECATUR AND MACON COUNTY, to rezone the northern half of the property located at 3373 North Woodford Street from B-2 Commercial District to M-1 Intense Commercial-Light Industrial District

Mr. Ray Lai was sworn in by Mrs. Janet Poland.

Mr. Lai discussed and presented slides of the site and surrounding properties (available for viewing upon request) along with the recommendation of staff:

The subject site located at 3373 North Woodford Street is currently zoned both B-2 Commercial District and M-1 Intense Commercial-Light Industrial District. The portion of the property proposed to be re-zoned consists of a parking lot and office space. On the southern part of the parcel which is already zoned M-1 Intense Commercial-Light Industrial District there is a commercial building on site (Humane Society of Decatur and Macon County).

The petitioner proposes to rezone the northern portion (0.46 acres) of the site from B-2 Commercial District to M-1 Intense Commercial-Light Industrial District to create a uniform zoning district for the site.

The subject site is located within a mixed-use area and rezoning to M-1 Intense Commercial-Light Industrial District should have no adverse effect on the general area or the City as a whole.

Staff recommends approval of the rezoning request.

Mr. Bruce Frantz asked if there was a reason the northern portion was being rezoned instead of the southern portion. Mr. Lai stated the surrounding properties to the east, south, and west are already zoned M-1 Intense Commercial-Light Industrial District and staff felt the M-1 zoning was a better fit for the property.

Ms. Irene Peterson, representative for the petitioner, was sworn in by Mrs. Poland.

Ms. Peterson stated when the Humane Society purchased the building over three (3) years ago they were unaware of the split zoning. They want to have everything zoned the same.

There were no questions and no objectors present.

It was moved and seconded (Jeffery/Clevenger) to forward Case No. 18-48 to the City Council with a recommendation of approval as set forth in the staff report.

Upon call of the roll, Commission members Bruce Frantz, Bruce Jeffery, Mike Peoples, Bill Clevenger, and Acting Chairman Kent Newton voted aye. Acting Chairman Newton declared the motion carried.

Public Works

DATE: 12/28/2018

MEMO: 2019-01

TO: Honorable Mayor Moore Wolfe and City Council Members

FROM: Billy Tyus, Interim City Manager
Matthew C. Newell, P.E., Public Works Director
Deborah M. Perry, Purchasing Supervisor

SUBJECT: Resolution accepting the bid price of InfoSense, Inc. for the purchase of a Sewer Acoustic Inspection System.

SUMMARY RECOMMENDATION:

Please refer to the attached Council Memorandum and related attachments.

COPY: InfoSense, Inc.

ATTACHMENTS:

Description	Type
Council Memo 2019-01 InfoSense Sewer Acoustic Inspection System	Cover Memo
Resolution with Bid for Sewer Acoustic Inspection System	Resolution Letter
Bid Tab Sewer Acoustic Inspection System	Backup Material

**PUBLIC WORKS MEMORANDUM
NO. 2019-01**

DATE: December 17, 2018

TO: Honorable Mayor Moore Wolfe and City Council Members

FROM: Billy Tyus, Interim City Manager
Matthew C. Newell, P.E., Public Works Director
Deborah M. Perry, Purchasing Supervisor

SUBJECT: Resolution Accepting the Bid Price of InfoSense, Inc. for the Purchase of a Sewer Acoustic Inspection System.

SUMMARY RECOMMENDATION:

It is recommended by staff that the City Council approve, that the Mayor be authorized to sign, and the City Clerk attest a resolution approving a purchase order for \$26,470 with InfoSense, Inc. as the lowest bidder for a sewer acoustic inspection system to assist with operation and maintenance of the sanitary sewer system.

PRIOR COUNCIL ACTION: None

BACKGROUND:

Sanitary Sewer Priorities

Under the direction of the City Council, the Public Works Department has established four priorities to improve the City's sanitary sewer collection system as defined in the Sanitary Sewer Master Plan.

1. Critical Large Diameter Sewer Rehabilitation.
2. Sanitary Sewer Overflows Due to Inflow and Infiltration.
3. System Operation and Maintenance
4. Small Diameter Sewer Rehabilitation

The acoustic inspection system primarily addresses priority numbers 3 and 4, system operation and maintenance and small diameter sewer rehabilitation.

Acoustic Inspection System

An Acoustic Inspection System (AIS) will assist City maintenance crews to focus their cleaning efforts with identified problem areas within the sanitary sewer system. The AIS relies on the physics that sound traveling through the pipe mimics the flow of water through a pipe. The AIS provides a transmitter (yeller) and receiver (listener) to be placed within the manholes of a section of pipe. The AIS process calculates the amount of sound loss through the section of pipe. The sound loss calculated gives the pipe a rating score which assists in identifying if the pipe needs additional cleaning or closed circuit televised (CCTV). The inspection can be completed in less than 5 minutes, compared to cleaning or CCTV time of greater than 30 minutes for easy to access lines.

The AIS has been identified by staff to focus use on off-road lines where setup for cleaning can be very difficult, and for use during cold weather when cleaning equipment cannot be used. The results will allow crews to only focus cleaning efforts on problem segments. The AISs are approved by the EPA to be used as a sanitary sewer system maintenance tool. The City plans include the use of the AIS to meet the goals set in the City's Capacity, Management, Operation and Maintenance (CMOM) Manual.

The AIS also provides a web-based software for inspection mapping, logging and tracking.

Specifications were prepared by the Engineering Division; three bid packages were sent out and the City's Purchasing Division received one bid. Letting results are as follows, bid tabulation is attached:

Acoustic Inspection System	
Info Sense	\$26,470.00

SCHEDULE: Purchase for FY 2019.

POTENTIAL OBJECTION: None

INPUT FROM OTHER SOURCES: None

STAFF REFERENCE: Matt Newell, Public Works Director. Matt Newell will be in attendance at the City Council meeting to answer any questions of the Council on this item.

BUDGET/TIME IMPLICATIONS:

Budget Impact: Funding for this equipment is allocated from the Sanitary Sewer Fund for operation and maintenance.

Staffing Impact: Staffing time is allocated for sewer maintenance.

This memorandum was prepared by Paul Caswell, P.E., City Engineer.

Attach: 2

cc:

RESOLUTION NO. _____

**RESOLUTION ACCEPTING THE BID PRICE OF INFOSENSE, INC.
FOR THE PURCHASE OF A SEWER ACOUSTIC INSPECTION SYSTEM**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DECATUR,
ILLINOIS:**

Section 1. That the bid received for the purchase of a Sewer Acoustic Inspections System, presented herewith as Exhibit A and made a part hereof be, and it is hereby, received, and placed on file.

Section 2. That the bid of InfoSense, Inc., in the amount of \$26,470, be accepted and a purchase order be awarded accordingly.

Section 3. That the Purchasing Supervisor be, and she is hereby, authorized and directed to execute a purchase order between the City of Decatur, Illinois and InfoSense, Inc., for their bid price of \$26,470.

PRESENTED and ADOPTED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

INVITATION TO BID



**CITY OF DECATUR
PURCHASING DIVISION - 1ST FLOOR
#1 GARY K. ANDERSON PLAZA
DECATUR, ILLINOIS 62523
(217) 424-2762**

BID NUMBER:	#PUR2018-06
BID TITLE:	ACOUSTIC INSPECTION SYSTEM
BID DATE AND TIME:	December 18, 2018 10:00 A.M.

NOTICE TO BIDDERS

The City of Decatur will receive sealed bids to furnish

Bids will be accepted until 10:00 a.m., Central Standard Time, on December 18, 2018 at the City of Decatur, Purchasing & Internal Services Division, #1 Gary K. Anderson Plaza, Decatur, Illinois, 62523 at which time they will be publicly opened and read. Bids shall be submitted to the Purchasing Office on the first floor of the Civic Center.

All bids must be marked in the bottom left-hand corner with the following: "SEALED BID FOR ACOUSTIC INSPECTION SYSTEM PUR2018-6. Specifications and proposal forms may be obtained from the Purchasing Office on the first floor of the Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois 62523.

The Council of the City of Decatur, Illinois reserves the right to accept, renegotiate or reject any or all proposals and to waive any variance from the requirements of the instruction for bidders. The Council further reserves the right to award the contract to the bidder which, in the opinion of Council, will best serve the public interest, and the criteria listed herein shall be subordinate to the discretion of Council with regard thereto. At the discretion of the Council, required items may be submitted after the bid opening if there is sufficient compliance with instructions at the time of the bid opening to permit the City to determine the price bid.

Illinois Human Rights Act applies.

Questions regarding these specifications should be directed to Deborah M. Perry (217) 424-2762.

City of Decatur

Deborah M. Perry
Purchasing Supervisor
December 3, 2018

TERMS & CONDITIONS

001 GENERAL INFORMATION

The enclosed specifications constitute the complete set of specification requirements and bid forms. Bidders should thoroughly examine the drawings, specifications, schedules, instructions and all other contract documents. Each bidder by making a bid represents that the bidder has read and understood the bidding documents and has bid in accordance therewith. Failure on the part of the bidder to comply with all of the instructions could result in the bid being disqualified.

The bid is to be filled out entirely, signed and the entire document sealed in an envelope with the bid number and title on the outside and mailed or delivered in person to the Purchasing Division on or before the specified time.

For information concerning this bid please contact:

City of Decatur
Purchasing & Internal Services Division
#1 Gary K. Anderson Plaza
Decatur, Illinois 62523-1196
(217) 424-2762

002 BID FORMS

Bids are to be submitted on the attached Bidder's Proposal Form furnished by the City of Decatur. NO OTHER FORMS WILL BE ACCEPTED. Bids not submitted on the attached bid form shall be rejected. Bid proposals or vendor quotation forms will not be accepted. The form should be filled out in ink or typewritten. (Do not include more than one bid per envelope).

Extreme care should be taken in completing the bid form, including proper bid identification as it becomes the actual contract if you are awarded the bid. When necessary this form may contain any trade-in information. This form can also be used to provide an alternate proposal so long as it meets the technical specification. If you fail to name a substitute it will be assumed that you are bidding on the commodities or service identical to the bid standard.

003 BID IDENTIFICATION

Once your bid is completed it should be placed in an envelope and sealed. It is the bidders responsibility to ensure that bids are sealed prior to delivery to the Purchasing Division. The following information must be clearly shown on the outside of the sealed bid envelope: vendor name and address, bid title and/or bid number. If the bid is not properly identified, it will be disqualified since it will have to be opened to determine the proper requisition and opening date.

The exception would be for an informal quotation - the due date and item description should appear on the envelope.

When bids are submitted through a courier service, each bid must be sealed in the envelope with all required information identified above and placed inside the courier envelope.

004 BID SIGNATURE

The bid signature page must be returned with your bid. This page should be filled out entirely and signed in ink by an authorized representative or agent of the company submitting the bid. An unsigned bid could be automatically disqualified, even if the bidder or his representative is present at the bid opening on the day and time specified in the Invitation to Bid.

005 BID SUBMISSION

Formal bids submitted through a facsimile machine or telephone are not valid and will not be considered. Only written bids in sealed, properly marked envelopes will be accepted.

The exception would be informal quotations which may be faxed.

006 F.O.B. POINT

All prices quoted herein will be on an F.O.B. Destination basis: Decatur, Illinois. Bid proposals showing other than F.O.B. Destination will not be accepted. Exact delivery location of building will be indicated on the purchase order.

007 DELIVERY

Unless actual date is specified (or if specified delivery cannot be met), show the number of days required to make delivery after receipt of purchase order in space provided. Delivery shall be Monday thru Friday, 8:00 a.m. to 4:00 p.m. excluding City of Decatur holidays.

008 FREEDOM OF INFORMATION ACT

Effective January 1, 2010: All documents and records in the possession of contractors, sub-contractors, and any other person employed by the contractor or sub-contractor to perform a governmental function on the City's behalf and directly related to the governmental function are subject to the Illinois Freedom of Information Act. The contractor or successful bidder shall agree to cooperate fully with the City to ensure the City's compliance with the Freedom of Information Act and agrees to hold the City harmless and indemnify it for any failure to so comply.

009 DURATION OF AGREEMENT

Unless otherwise stated, the price and conditions stated in this bid shall be in effect for a period of one year from the date of issuance of a notice to proceed, or date of executed contract, whichever is later.

010 PROTECTION AGAINST PRICE INCREASE

The prices quoted shall not be subject to increase at any time during the contract period or any contract extension period.

011 QUANTITIES

The City of Decatur specifically reserves the right to accept all or any part of the bid, to split the award, to increase or decrease the quantity to meet additional or reduced requirements of the City, without such change affecting the contract unit price set forth in the proposal form by the bidder. The City reserves the right to purchase additional quantities at the price bid for a period not to exceed 90 days from the notice to proceed. If additional quantities are not acceptable, the proposal sheets must be noted "Bid for specified quantity only". In the case of annual supply contracts, the price bid will be for a period of 12 months unless otherwise stated.

012 VARIATIONS

For purposes of bid evaluations, bidders must indicate any variances to the specifications, terms and conditions, no matter how slight. If variations are not stated in the proposal, it shall be construed that the bid fully complies with the specifications, terms and conditions.

013 BID CONTACT

Direct contact with City Departments other than Purchasing on the subject of this bid is expressly forbidden except with the foreknowledge and permission of the Purchasing Supervisor or designated representative.

014 QUALIFICATIONS OF BIDDER

The City may make such investigations as it deems necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to the City all such information and data for this purpose as the City may request. The City reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the City that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

015 WARRANTY

The successful bidder shall fully warranty all goods and services proposed against defects. Should any defect occur on parts or labor excepting ordinary wear and tear, the successful bidder shall repair or replace same at no cost to the City immediately upon notice.

If an extended warranty beyond one year is required, the period of time will be specified.

All equipment supplied shall contain complete maintenance instructions and parts list.

016 NON-COLLUSION

The bidder must completely fill out the non-collusion affidavit attached and have it properly notarized.

017 VENDOR DEFAULT

The City of Decatur shall not accept bids from or award contracts to any person, firm, or corporation who is default on any obligation (ie: payment of taxes, license or other monies) to the City.

018 ADDENDA & CHANGES

Addenda are written documents issued by the City prior to the date for receipt of bids which modify or interpret the bidding documents by addition, deletions, clarification or corrections. During the course of a Invitation to Bid procedure changes may take place affecting the terms and conditions or the specifications of the bid.

If this is the case, a written addendum will be sent certified mail to all vendors who received the Invitation to Bid. The addendum will be on green colored paper.

019 BID OPENING

All formal bids are opened in public by the Purchasing Supervisor or designated representative, at the stated time, date, and place included in the Invitation to Bid. Bidders, interested reporters and the public are allowed and encouraged but not required to attend the formal bid opening. The bidder's name and amount of each bid are read aloud and recorded. No decisions relating to the award of the contract will be made at the opening.

020 LATE BIDS

The bid time will be and must be carefully observed. The responsibility of getting the bid to the City of Decatur Purchasing Division on or before the specified time and date is solely the responsibility of the bidder. Late bids received by the Purchasing Division after the time and date specified for opening must be rejected unopened, except in those rare cases where a bid has been misplaced or mishandled after receipt. Late bids will be returned unopened to the bidder along with a letter notifying the bidder the bid was automatically disqualified because of being declared late.

021 CHANGES, ALTERATIONS & ERASURES

All changes, alterations and erasures made by the bidder prior to submission of the bid must be initialed by the bidder in ink next to such change, alteration or erasure.

022 MISTAKES

Bidders are expected to examine the specifications, delivery schedule, bid prices, extensions, and all instructions pertaining to supplies and services. In case of mistakes between unit price and the extension, the unit price shall govern.

023 BID ERRORS

Your bid is your firm offer to enter into contract with the City of Decatur. However, if an error is discovered you must notify the Purchasing Supervisor immediately.

Changes & Withdrawals Prior to Bid Opening - If the bidder wants to withdraw the bid, a written request must be submitted prior to the specified bid opening. The written request must be specific as to the errors and under no circumstances will changes in the bid be allowed.

Changes & Withdrawals After Bid Opening - After the bid opening, but before the awarding of a contract, a bidder may request withdrawal of its bid. This must be done in writing within two business days after the bid opening procedures. The bid can be withdrawn only on the grounds an obvious mistake can be documented by such things as vendor work sheets, supplier quotes, etc. If a bid bond was tendered with this bid, the City of Decatur will exercise its right of collection. If a bid is withdrawn in this manner, the award in turn would be awarded to the next lowest and best responsive and responsible bidder.

024 TIE BIDS

A tie bid occurs when two or more bids received are for the same unit price and are of equal quality. In the case of a tie bid consideration will be given to past performance of the vendor, locality, delivery time, etc.

025 BID TABULATION

Bidders desiring a copy of the bid tabulation of this Invitation to Bid may request same by enclosing a self-addressed stamped envelope with their bid. Every effort will be made to mail the tabulation in a timely manner. Bid tabulations will not be provided by telephone.

026 POSTING OF TABULATION

Bid tabulations with recommended awards will be posted for review by interested persons at the Purchasing Office prior to the submission through the appropriate approval process to the City Council, for award and will remain posted for a period of 72 hours.

027 MAINTAINING BID STATUS

To be retained on the active bidders list, bidders MUST respond to the Invitation to Bid. To protect your status as an active bidder, please complete and return the bid proposal form indicating a "NO BID" at this time. Three (3) consecutive failures to respond to bid invitations could result in automatic removal from the bidders list.

028 BID EVALUATION

The bids are carefully examined by the Purchasing Division as well as the user department(s). The low bid must meet any surety requirements and technical specifications that are required. Bids may be disqualified for failure of the commodity or service offered to meet the specifications in the Invitation to Bid. Unbiased judgment is used when making a recommendation.

029 BID AWARD

The contract will be awarded to the lowest and best responsive and responsible bidder meeting specifications. A responsible bidder is one whose reputation, past performance, business and financial capabilities are judged by the City to be capable of satisfactorily performing contractual obligations.

030 REJECTION OF BIDS

Failure on the part of the bidder to comply with the instructions may result in bid rejection and/or cancellation of orders without liability to the City. The City may however reject all bids whenever it is deemed in the best interest of the City to do so, and may reject any part of the bid. The City may also waive any informalities or irregularities in any bid.

031 NOTICE TO PROCEED

A signed purchase order will be the Contractor's authorization to proceed.

032 CONTRACT RENEWAL

Any contract or agreement executed in conjunction with the award of a bid may be renewed for an additional 12 months if agreed to in writing by both parties at least thirty days prior to the termination of the last year of the contract. Renewal of this contract shall be subject to appropriation of funds by the City Council.

033 AVAILABILITY OF FUNDS

The contractual obligation of the City under this contract is contingent upon the availability of appropriated funds from which payment for this contract can be made.

034 TERMINATION OF CONTRACT

The City of Decatur may terminate the contract if it is found the supplier failed to perform his services in a manner satisfactory to the City of Decatur as per the specifications. The City will notify the supplier in writing of the intent to terminate the contract.

The City of Decatur reserves the right to terminate the contract without showing cause upon giving a 30 day written notice to supplier.

035 PACKING LIST

Packing lists showing the City of Decatur purchase order number must be furnished with each shipment.

036 PAYMENT & INVOICES

Full payment will be made only after receipt of all items listed on the purchase order. Vendors are requested to submit invoices in duplicate for all billings and mail them to the City of Decatur, Accounts Payable, #1 Gary K. Anderson Plaza, Decatur, Illinois, 62523. No payments will be issued prior to the receipt and acceptance of commodities and services by the City of Decatur's authorized representative. Invoices should be exact as to the correct quantity, size, grade, description, unit and total price as stated on the purchase order. All invoices must include the purchase order number. The City issues payment for invoices on the first business day of each month for all invoices received the previous month.

037 PARTIAL PAYMENT

Partial payments are normally not made. The exception is when a long delay is expected for back orders after the majority of the order is complete. The long delay must be noted in the bid. Partial billing will be accepted only after the approval of the Purchasing Supervisor. Back orders should be noted on the invoice submitted.

038 TAXES

The City of Decatur does not pay Federal Excise and State Sales tax. See exemption number on face of purchase order. An exemption certificate will be furnished upon request. However, this exemption does not apply to suppliers of the City for their purchase of goods or services, used in work or goods supplied to the City.

039 PUBLIC RECORD

Once the bid is awarded it will become a public document. The bid documents may be viewed after filling out the required Freedom of Information paperwork. The files may be examined during normal business hours by appointment. If copies of the documents are desired there will be a minimal fee charged to cover the photocopy costs.

040 MATERIAL SAFETY DATA SHEETS (MSDS)

Under the terms of the Toxic Substances Disclosure to Employees Act (820 ILCS 255/11, Illinois Compiled Statutes), all suppliers of products deemed to be toxic in substance, as published annually in the Illinois Register are required to submit a Material Safety Data Sheet (MSDS) for each substance as a condition of the award of the bid by the City.

041 FAIR EMPLOYMENT PRACTICES

The contractor and all sub-contractors hereunder must comply with the provisions of the Illinois Human Rights Commission's Rules and Regulations for public contracts and the Equal Employment Opportunity Clause attached hereto and marked "Exhibit A".

SPECIFICATIONS

ACOUSTIC INSPECTION SYSTEM

- I. SPECIFICATIONS: The requirements and provisions shall be construed to be the minimum requirements of these specifications.
- a. Manufacturer: InfoSense, Inc., Sewer Line Rapid Assessment Tool (SL-RAT) or equal.
 - b. GENERAL SPECIFICATIONS:
 - i. The system shall be capable of inspecting 6" - 12" gravity-fed sanitary sewer lines using active acoustic transmission (transmit on one end of the pipe, receive on the other end of pipe). Active transmission of sound for an individual inspection should be limited to no more than four (4) minutes of transmission time.
 - ii. The system shall be capable of inspecting an individual pipe length up to 800 linear feet.
 - iii. The device shall contain a USB connection or similar to allow for downloading of inspection data to a computer.
 - iv. Acoustic inspection results shall be provided on the device within three (3) minutes of completion of each individual inspection.
 - v. The device(s) shall not need to come into contact with the waste flow, and shall not require penetration of more than two (2) feet into the manhole or access point.
 - vi. The device(s) shall be battery powered with the capability of performing at least thirty-five (35) measurements on a fully charged battery.
 - vii. The device(s) shall have the ability to provide GPS coordinates and a time stamp for each measurement.
 - viii. The inspection data shall be accessible to the end-user in raw form via CSV or equivalent electronic format after download.
 - ix. The inspection data shall also be available for archiving, analysis, editing, and export from cloud-based software available to the end-user through internet access.
 - c. ACOUSTIC TRANSMITTER (TX): The acoustic transmitter shall be a portable unit, not weighing more than 20 lbs. and shall be capable of being deployed through an access hole with a minimum of twenty-four (24) inch clear opening.
 - d. ACOUSTIC RECEIVER (RX): The acoustic receiver shall be a portable unit, not weighing more than 15 lbs. and shall be capable of being deployed through an access hole with a minimum of twelve (12) inch clear opening.
 - e. DOCUMENTATION: The system shall include:
 - i. Owner's Manual
 - ii. Software CD containing software compatible with Windows XP, Windows Vista, Windows 7 and Windows 365 for downloading acoustic inspection data.
 - iii. Software to track data, software shall at minimum include:
 - 1. A local client runs on a PC. It downloads the SL-RAT data from the device and is provided at no charge

2. A cloud-based web portal setup for each customer that can assist with the management of Data. It should include the ability to edit measurement data, add manhole ID's, add comments, manage data quality, review productivity and export data in a csv file.
- iv. Warranty Card
- f. SERVICE: The manufacturer shall maintain a service and repair facility for the equipment described above that is located in the United States of America.

BID FORM – PROPOSAL

SUBMITTED BY: InfoSense, Inc.

Pursuant to and in accordance with the above stated Invitation for Bid, the undersigned hereby declares that they have examined the documents and specifications for the item(s) listed below.

The undersigned proposes and agrees, if their Bid is accepted to furnish the item(s) submitted below, including delivery in accordance with the delivery schedule indicated below and according to the prices products/services information submitted.

ITEM	QTY	DESCRIPTION	UNIT PRICE	EXTENDED AMOUNT
1	1 EA	Acoustic Inspection System Package shall include: Safety Yellow Flame Cushioned storage case for receiver and transmitter Two (2) Battery Chargers to allow for simultaneous charging or receiver and transmitter One (1) Year Limited Warranty One (1) Year License for the Web Portal Software MFG: _____ Model: _____ Delivery: <u>< 10</u> calendar days after receipt. Specify Warranty: SHALL WARRANTY THE ABOVE EQUIPMENT FOR PARTS AND LABOR FOR ONE YEAR FROM THE DATE OF PURCHASE.	\$26,470	\$26,470 ⁰⁰
1	1 EA	Annual Web Portal Software License (after year 1)	\$800 ⁰⁰	\$800 ⁰⁰

X We DO NOT take exception to the Documents/Requirements.

Specific exceptions are as follows:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.

The City of Decatur reserves the exclusive right to reject any or all bids and to accept that bid, if any, deemed to be in the best interest of the City.

Sealed bids are due on December 18, 2018 until 10:00 a.m. at the Purchasing Office, 1st floor, Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois, 62523.

Mark outside of bid envelope “SEALED BID FOR ACOUSTIC INSPECTION SYSTEM – BID #PUR2018-06”.

BID SIGNATURE PAGE

If a Corporation

Corporate Name

InfoSense, INC.

By Registered Agent:

M. Alex Churchill

G. Alex Churchill

Business Address:

Signature (please sign in ink) M. Alex Churchill Print Name G. Alex Churchill
8116 SOUTH TRYON ST, SUITE B3-203
 Street CHARLOTTE NC 28273
 City (877) 747-3245 State NC Zip 28273
 Area Code 747 Telephone Number 3245

Name of Officers:

ALEX CHURCHILL 8116 SOUTH TRYON ST, SUITE B3-203
 President CEO Address CHARLOTTE NC 28273
DR. IVAN HOWITT 8116 SOUTH TRYON ST, SUITE B3-203
 Vice President CTO Address CHARLOTTE, NC 28273

Secretary _____ Address _____

Treasurer _____ Address _____

Sole Proprietor

Firm Name

Signature of Bidder:

Business Address:

Signature (please sign in ink) _____ Print Name _____
 Street _____
 City _____ State _____ Zip _____
 Area Code _____ Telephone Number _____

If a Partnership

Firm Name

By:

Business Address:

Signature (please sign in ink) _____ Print Name _____
 Street _____
 City _____ State _____ Zip _____
 Area Code _____ Telephone Number _____

Name of all
Members of Firm

Name _____ Address _____

Name _____ Address _____

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF North Carolina)
COUNTY OF Mecklenburg) SS.

G. Alex Churchill, BEING FIRST DULY
SWORN, says that:

1) He is (Owner, Partner, Officer, Representative, or Agent) of
INFOSENSE, INC, the Bidder that has submitted the
attached bid;

2) He is fully informed respecting the preparation and contents of the attached bid and
of all pertinent circumstances respecting such bid;

3) Such bid is genuine and is not a collusive or sham bid;

4) Neither the said bidder nor any of its officers, partners, owners, agents,
representatives, employees or parties in interest, including this affiant, has in any way colluded,
conspired, connived or agreed, directly or indirectly, with any other bidder, firm or person to
submit a collusive or sham bid in connection with the contract for which the attached bid has
been submitted or to refrain from bidding in connection with such contract, or has in any manner,
directly or indirectly, sought by agreement, or collusion or communication or conference with
any other bidder, firm or person to fix the price or prices in the attached bid or of any other
bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other
bidder, or to secure through a collusion, conspiracy, connivance or unlawful agreement any
advantage against the City of Decatur, Illinois, or any person interested in the proposed contract;
and

5) The price or prices quoted in the attached bid are fair and proper and are not tainted
by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any
of its agents, representatives, owners, employees, or parties in interest, including this affiant.

G. Alex Churchill
CEO
Title

Subscribed and sworn to before me this 07th day of December,
20 18.

DIANA ELIZONDO GUZMAN
Notary Public
Mecklenburg Co., North Carolina
My Commission Expires April 10, 2021

[Signature]
Notary Public
Title

My Commission expires April 10th, 2021.

EQUAL EMPLOYMENT OPPORTUNITY

In the event of the contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the contractor agrees as follows:

(1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

(2) That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

(3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.

(4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

(5) That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.

(6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.

(7) That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such contractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**MINUTES OF THE MEETING
OF THE
DECATUR CITY PLAN COMMISSION**

Thursday, November 1, 2018
City Council Chamber, Decatur Civic Center

I. Call to Order and Determination of a Quorum

The November 1, 2018 meeting of the Decatur City Plan Commission was called to order at 3:00 P.M. in the City Council Chamber, Third Floor of the Decatur Civic Center, by Acting Chairman Kent Newton who determined a quorum was present.

Members Present: Bruce Jeffery, Jack Myatt, Bill Clevenger,
Bruce Frantz, Kent Newton

Members Absent: Susie Peck, Mike Peoples, Tom Brinkoetter

Staff Present: Joselyn Stewart, Ray Lai, John Robinson,
Griffin Enyart, Scott Dedert, Kylie Reynolds, Janet Poland

II. Approval of Minutes of the October 4, 2018 City Plan Commission Meeting

It was moved and seconded (Frantz/Jeffery) to approve the minutes of the October 4, 2018 meeting of the Decatur City Plan Commission. Motion carried with Jack Myatt abstaining.

III. New Business

Case No. 18-45 Petition of MICHAEL A. POUND, to rezone the property located at 3550 and 3612 EAST WILLIAM STREET from R-3 Single-Family Residence District to B-2 Commercial District.

It was moved and seconded (Myatt/Jeffery) to forward Case No. 18-45 to the City Council with a recommendation of approval as set forth in the staff report.

Mrs. Joselyn Stewart was sworn in by Mrs. Janet Poland.

Mrs. Stewart discussed and presented slides of the site and surrounding properties (available for viewing upon request) along with the recommendation of staff:

The subject site located at 3550 and 3612 East William Street Road is currently zoned both R-3 Single-Family Residence District and B-2 Commercial District. The portion of the property proposed to be re-zoned consists of approximately 11,320 square feet and is currently vacant. On the southern part of the parcel which is already zoned B-2 Commercial District there is a commercial building on site (Elmer's Old Time Inn).

The petitioner proposes to rezone the northern portion (11,320 square feet) of the site from R-3 Single-Family Residence District to B-2 Commercial District to create a uniform zoning district for the site.

The subject site is located within a mixed-use area and rezoning to B-2 Commercial District should have no adverse effect on the general area or the City as a whole.

Staff recommends approval of the rezoning request.

Mr. Michael Pound, petitioner, was sworn in by Mrs. Poland.

Mr. Pound stated they are landlocked with the north lot zoned residential and the south lot commercial. They are requesting the north lot be rezoned B-2 Commercial District.

There were no questions and no objectors present.

Upon call of the roll, Commission members Bruce Jeffery, Jack Myatt, Bill Clevenger, Bruce Frantz, and Acting Chairman Kent Newton voted aye. Acting Chairman Newton declared the motion carried.

Case No. 18-46 Petition of SAJED AND RIBHI QATTOUM, for a Conditional Use Permit in the B-1 Neighborhood Shopping District to allow for a drive-thru facility for a convenience store/pharmacy, without extended hours as defined, located at 806 SOUTH JASPER STREET

It was moved and seconded (Frantz /Clevenger) to forward Case No. 18-46 to the City Council with a recommendation of approval as set forth in the staff report.

Mr. Scott Dedert was sworn in by Mrs. Janet Poland.

Mr. Dedert discussed and presented slides of the site and surrounding properties (available for viewing upon request) along with the recommendation of staff:

The petitioner is requesting a drive-up facility within the proposed convenience store/pharmacy at the subject site.

Staff recommends approval of the conditional use permit with the following conditions:

1. Install landscaped curb islands at the two ends of the parking row in the front of the building.
2. An alternative landscaping plan may be considered if the applicant can prove there is a "unique situation" associated with the property. Otherwise, a 13' buffer is required to the east between the property and residential use.
3. No outside speakers shall be permitted except for the drive-through facility.
4. All lights facing the east and south shall be shielded.
5. Hours of operation shall only be permitted between the hours of 5:00 AM and 10:00 PM.
6. Final site, landscaping and lighting plans shall be submitted to and approved by the Economic and Community Development Department, Public Works Department and the Fire Department prior to permits being released.

Mr. Dedert discussed the setbacks and property lines for the subject site.

Mr. Jonas Ozier and Mrs. Mary Cave, representatives for the petitioner, were sworn in by Mrs. Poland.

Mr. Ozier handed out a site plan for the subject site and stated the petitioner wants to convert the existing building into a pharmacy/convenience store. The lot to the south was purchased and the house was demolished. The parking requirements have been met and a Conditional Use Permit is needed to have a drive-thru to accommodate the pharmacy.

Mrs. Cave stated a few changes have been made to the site plan that was handed out and they also have a few issues with some of staff's recommendations that she would like to review with the Plan Commission.

Mrs. Cave said the first issue they have is to Condition 1: installing landscaped curb islands. Mrs. Cave said the lot is paved to the north and west property lines. The owner will remove pavement in order to landscape between the parking lot and the property lines. The cost to remove additional pavement and install the curb islands is an excessive expense to the property. Mrs. Cave said there is sidewalk on the north side of the building to take pedestrians safely to their vehicles. There is a six (6) foot tall barrier to the east for the required buffer yard that will also prevent any pedestrians from accessing the property from the west to the east. They propose to stripe the area east of the parking stall in order to direct vehicles that are leaving the drive-thru area away from the parking stall instead of installing a curb island. The west side of the north parking area has twenty (20) feet from the furthest west parking stall. They propose to create another striped island on the west side to direct vehicles to the drive-thru lane. They propose to stripe a pedestrian crosswalk across the parking lot and construct a small section of sidewalk over the west landscape area to join the City's right-of-way sidewalk for the safety of the customers.

Mr. Ray Lai, Director of Economic and Community Development, stated the landscape curb islands are requirements in the Zoning Ordinance. Mrs. Cave stated it is a requirement if there is more than fifteen (15) parking stalls in one (1) row. Mr. Lai stated the islands are for the protection of the vehicles as well as the pedestrians and to direct traffic.

Mrs. Cave stated they also have an issue with Condition 2: an alternative landscaping plan may be considered. Mrs. Cave said they appreciated this condition. They are proposing to grow arborvitae screening, tall evergreen trees, instead of a fence. They would like to propose this be the only landscape installed. The standard alternative is a six (6) foot fence along with other plantings.

Mrs. Cave said many times the redevelopment of a site has many challenges. B and C Television operated at this site for decades without wide enough drive isles, landscaping or the correct setbacks. They request the Commission to consider the overall positive impact this development can bring to the area.

Mr. Bruce Jeffery asked if the store would sell liquor. Mrs. Cave said there will be no liquor sold at this location. Mr. Lai said the Commission could add a condition that there will be no liquor sales at this development.

Mr. Jeffery asked if the curbed islands were a requirement in the Zoning Ordinance. Mr. Lai read Section XXVIII, Landscaping and Exterior Lighting, E.4.d. (Curb Materials). Mr. Lai stated in the winter when snow is present you will not be able to see the stripes on the parking lot directing traffic. The curbed islands would be necessary to protect the vehicles. Mrs. Cave said that Mr. Lai read the section of what the curb islands can be made of but the islands are only needed when the interior parking is more than fifteen (15) parking stalls in a row. There are only twelve (12) parking stalls.

Mr. Jeffery asked if there was anything in the Zoning Ordinance concerning the arborvitae screening instead of a six (6) foot fence. Mrs. Cave reviewed the points that would be needed for the landscaping for the site and stated the Director of Economic and Community Development has the authority to approve an alternative landscaping plan. Mr. Lai stated a combination of fencing with landscaping would be appropriate since the apartment building faces this site. There would be gaps in the trees. Staff will review the specific site plan and decide if the alternative landscaping plan would be approved.

Mr. Bill Clevenger stated the curbed islands create a long-term maintenance issue. There is no guarantee that they will be maintained in the future. The fencing also creates long-term maintenance and expense for the developer. Mr. Clevenger has driven by this site for thirty (30) years and nothing has been there for a decade. We are making it extremely difficult to develop this corner when we should be cheering for them to make this corner as developable and useable as we can.

Mr. Ribhi Qattoum was sworn in by Mrs. Poland.

Mr. Qattoum stated he and his brother purchased this property last year and would like to open up his own pharmacy. He stated most people use the drive-up for the pharmacy instead of walking inside. They are not going to have liquor and plan on having food, medical supplies and convenience store items.

Mr. David Mattingly, owner of apartment building, was sworn in by Mrs. Poland.

Mr. Mattingly has four (4) tenants in the apartment building to the east. Each front door and living room faces the proposed convenience store/pharmacy. The lights of each vehicle will shine in on each apartment. He is not opposed to the development. He does not want to have only shrubbery put up as a buffer. He would like a fence and shrubbery to protect the property and the tenants that live there.

Mrs. Cave stated the owner will put up a thirteen (13) foot buffer yard from the sidewalk that will be greenery and a solid fence. There will be no speaker at the drive-thru. Currently, there is paving all the way up to the sidewalk of the apartments. The owner will be removing thirteen (13) feet of the pavement and it will be green as well. The parking stalls on the south side of the property line will face to the south/southeast and not to the east. A solid fence will replace the arborvitae trees on the landscaping plan.

Mrs. Cave would like to request the Commission to modify the staff recommendation conditions to not require curb islands in the parking lot.

Mr. Bruce Jeffery asked how long the Conditional Use Permit is in effect. Mr. Lai stated the Conditional Use Permit is issued to the owner, not the property.

Mr. Bruce Frantz asked if there was only one (1) drive-up window. Mrs. Cave said that it correct. Mr. Quattoum stated the customer will drop off the prescription and come back at a later time to pick-up the prescription. They will not be allowed to wait.

It was moved and seconded (Frantz /Jeffery) to revise the previous motion for Case No. 18-46 to forward to the City Council with a recommendation of approval as set forth with the following conditions:

1. The developer and City staff work together on the landscaping plan to incorporate a solid fence along the east side with landscaping.
2. No outside speakers shall be permitted.
3. All lights facing the east and south shall be shielded.
4. Hours of operation shall only be permitted between the hours of 5:00 AM and 10:00 PM.
5. Final site, landscaping and lighting plans shall be submitted to and approved by the Economic and Community Development Department, Public Works Department and the Fire Department prior to permits being released.
6. No alcohol sales shall be permitted.

Upon call of the roll, Commission members Bruce Jeffery, Jack Myatt, Bill Clevenger, Bruce Frantz, and Acting Chairman Kent Newton voted aye. Acting Chairman Newton declared the motion carried.

IV. Appearance of Citizens

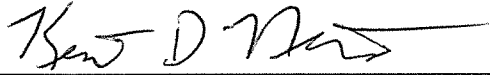
No citizen expressed comments.

V. Comments and Information from Commission Members

No commission member expressed comments.

VI. Adjournment

There being no further business, and upon the call of roll, Acting Chairman Newton declared the meeting adjourned at 3:59 P.M.

A handwritten signature in black ink, appearing to read "Kent D. Newton", written over a horizontal line.

Kent Newton, SecretaryDecatur City Plan Commission

City Clerk

DATE: 1/2/2019

MEMO: 2018-47

TO: Mayor Julie Moore Wolfe
Decatur City Council Members

FROM: Billy Tyus, Interim City Manager
Kim Althoff, City Clerk

SUBJECT: Resolution Approving Appointments - Decatur Area Convention and Visitors Bureau

SUMMARY RECOMMENDATION: Council is asked to pass the proposed Resolution approving the appointments of Tim Dudley, Jerry Dawson and Phil Romano to the Decatur Area Convention and Visitors Bureau.

ATTACHMENTS:

Description	Type
Resolution Approving Appointments - DACVB	Cover Memo

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the appointments by the Mayor of the following named as members of the board or commission set opposite their respective names, to serve a term expiring upon the date set opposite their respective names or until their respective successors are appointed and qualified:

Tim Dudley	Decatur Area Convention and Visitors Bureau	12/31/2021
Jerry Dawson	Decatur Area Convention and Visitors Bureau	12/31/2020
Phil Romano	Decatur Area Convention and Visitors Bureau	12/31/2020

DATED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2019-_____
RESOLUTION APPROVING APPOINTMENTS

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That consent of the Council be, and it is hereby, given to the appointments by the Mayor of the persons aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent I hereby appoint the named in the foregoing request by you approved as therein requested.

DATED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

City Clerk

DATE: 1/2/2019

MEMO: 2018-49

TO: Mayor Julie Moore Wolfe
Decatur City Council Members

FROM: Billy Tyus, Interim City Manager
Kim Althoff, City Clerk

SUBJECT: Resolution Approving Appointment - Decatur Housing Authority

SUMMARY RECOMMENDATION: Council is asked to pass the proposed Resolution approving the appointment of Joshua Robertson to the Decatur Housing Authority board.

ATTACHMENTS:

Description	Type
Resolution Appointing Joshua Robertson to DHA	Resolution Letter

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the appointment by the Mayor of the following named as a member of the board or commission set opposite his respective name, to serve a term expiring upon the date set opposite his respective name or until his respective successor is appointed and qualified:

Joshua Robertson

Decatur Housing Authority

8/29/2023

DATED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2019-_____
RESOLUTION APPROVING APPOINTMENT

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That consent of the Council be, and it is hereby, given to the appointment by the Mayor of the person aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent I hereby appoint the named in the foregoing request by you approved as therein requested.

DATED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

City Clerk

DATE: 1/3/2019

MEMO: 2019-01

TO: Mayor Julie Moore Wolfe
Decatur City Council Members

FROM: Billy Tyus, Interim City Manager
Kim Althoff, City Clerk

SUBJECT: Resolution Approving Appointment - Zoning Board of Appeals

SUMMARY RECOMMENDATION: Council is asked to pass the proposed Resolution approving the appointment of Leslie Risby to the Zoning Board of Appeals.

ATTACHMENTS:

Description	Type
Resolution Approving Appointment - Zoning Board of Appeals	Cover Memo

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the appointment by the Mayor of the following named as a member of the board or commission set opposite her respective name, to serve a term expiring upon the date set opposite her respective name or until her respective successor is appointed and qualified:

Leslie Risby

Zoning Board of Appeals

9/1/2020

DATED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2019-_____
RESOLUTION APPROVING APPOINTMENT

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That consent of the Council be, and it is hereby, given to the appointment by the Mayor of the person aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent I hereby appoint the named in the foregoing request by you approved as therein requested.

DATED this 7th day of January, 2019.

Julie Moore Wolfe, Mayor

City Clerk

DATE: 1/2/2019

MEMO: 2018-48

TO: Mayor Julie Moore Wolfe
City Council Members

FROM: Interim City Manager Billy Tyus
City Clerk Kim Althoff

SUBJECT: Resolution Approving and Determining the Need for Confidentiality of Minutes of Closed Meetings

SUMMARY RECOMMENDATION: Staff recommends approval of the Resolution Approving and Determining the Need for Confidentiality of Minutes of Closed Meetings.

ATTACHMENTS:

Description	Type
Need for Confidentiality of Minutes of Closed Meetings	Resolution Letter

RESOLUTION NO. R2019-_____

**RESOLUTION APPROVING AND DETERMINING THE NEED FOR
CONFIDENTIALITY OF MINUTES OF CLOSED MEETINGS**

BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF DECATUR,
ILLINOIS:

Section 1. That the minutes of those closed meetings of the Council conducted on the dates shown on Exhibits A and B hereto are hereby approved, and any prior approvals of said minutes are hereby confirmed and ratified.

Section 2. That the Council hereby determines that the minutes, or portions thereof, of those closed meetings of the Council conducted on the dates shown on Exhibit A hereto no longer require confidential treatment and are hereby made available for public inspection on and after the effective date hereof.

Section 3. That the Council hereby determines that the minutes of those closed meetings of the Council conducted on the dates shown on Exhibit B hereto require confidential treatment and are not available for public inspection until further order of the Council.

Section 4. That pursuant to Section 2.06 (c) (1) of the Open Meetings Act, the City Clerk is authorized to destroy the verbatim records of all Closed Meetings that have occurred more than eighteen (18) months from the date of this Resolution, this Council having approved written Minutes of all such meetings.

PRESENTED AND ADOPTED THIS 7TH DAY OF JANUARY, 2019.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

Exhibit A
(Minutes to be Released)

November 11, 2000

March 29, 2004

October 1, 2007

November 19, 2007

December 3, 2007

December 26, 2007

January 7, 2008

September 2, 2008 (Portion marked "R")

October 6, 2008 (Portion marked "R")

August 6, 2018

Exhibit B
(Minutes NOT to be Released)

1999

February 8, 1999

2000

July 24, 2000

2002

March 18, 2002

2003

March 3, 2003
April 21, 2003
April 24, 2003
May 27, 2003
June 2, 2003
August 4, 2003
August 18, 2003
October 20, 2003
December 15, 2003

2004

April 5, 2004
June 7, 2004
August 16, 2004
October 18, 2004

2005

January 18, 2005
February 21, 2005

2006

January 17, 2006
March 20, 2006
May 1, 2006
May 15, 2006
June 5, 2006
June 19, 2006
July 3, 2006 (1 of 2 sets)
September 5, 2006
November 6, 2006
November 20, 2006

2007

January 8, 2007
January 22, 2007
March 5, 2007
May 7, 2007
June 18, 2007
September 17, 2007

2008

February 4, 2008
April 7, 2008
April 21, 2008
April 23, 2008
May 5, 2008
May 19, 2008
June 2, 2008
June 16, 2008
June 30, 2008
July 21, 2008
July 28, 2008
August 4, 2008
September 2, 2008
September 4, 2008
September 15, 2008
October 6, 2008

2008 (continued)

December 8, 2008

2009

March 16, 2009
May 4, 2009
May 18, 2009
June 15, 2009
July 6, 2009
September 21, 2009
December 7, 2009 (2 sets)

2010

March 1, 2010
March 15, 2010
April 19, 2010
May 3, 2010
June 7, 2010
September 20, 2010
December 20, 2010

2011

January 18, 2011
March 7, 2011
October 3, 2011
December 5, 2011

2012

June 4, 2012
July 30, 2012
September 17, 2012
November 5, 2012

Exhibit B
(Minutes NOT to be Released)

2013

January 7, 2013
February 19, 2013
June 3, 2013
June 17, 2013
July 1, 2013
July 15, 2013
August 5, 2013
September 16, 2013
November 18, 2013
December 2, 2013
December 16, 2013

2014

January 21, 2014
February 3, 2014
May 19, 2014
August 4, 2014
November 3, 2014

2015

April 20, 2015
May 18, 2015
June 1, 2015
August 17, 2015
August 31, 2015
September 14, 2015
October 5, 2015
October 19, 2015
November 16, 2015

2016

April 4, 2016
April 18, 2016
May 16, 2016
June 6, 2016
June 20, 2016
July 5, 2016
October 3, 2016
October 17, 2016
November 7, 2016
December 5, 2016

2017

April 3, 2017
April 17, 2017
April 26, 2017
May 15, 2017
September 5, 2017

2018

January 16, 2018
February 5, 2018
March 5, 2018
March 19, 2018
August 20, 2018