

MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, DECEMBER 20, 2022 AT 7:01 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS

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Mayor McKinney called the meeting to order.

On call of the roll the following answered present: Commissioners McDowell, Holmes, Frierson, Fischer and Mayor McKinney. A quorum was present.

Also present: Police Chief Eric Barden, Fire Chief Justin Stried, Public Works Director Ray Roberts, City Administrator David Knabel, Building & Zoning Director Richard Ianson, and City Attorney James Vasselli.

Mr. William Bremner led in the Pledge of Allegiance to the Flag.

AGENDA CHANGES

It was motioned by Commissioner Frierson, seconded by Commissioner Holmes to accept the City Council meeting agenda with the following changes:

- Move item 8a to 8d

The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

PUBLIC HEARING/ PROPOSED TAX LEVY FOR 2022

It was motioned by Commissioner Fischer and seconded by Commissioner Holmes to open the public hearing at 7:05pm. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye.

Administrator Knabel stated that the total tax levy is \$8,361,966 which represents a \$397,717 increase over prior year extension. The cap for the levy is based on the lesser of CPI or 5%. Please note that 2022 inflation amounts average 7.55% and are predicted to be 3.15% in 2023. The prior year levy increase of 2.1% (collected in 2022) was certainly below CPI and, even at 5%, we will be below the increase in costs for City operations.

We continue to look to other revenue sources to help reduce our dependence on property taxes and the resulting burden on our residents and businesses. The City’s tax rate would go from 2.2238 to 2.0820, which is a decrease of approximately 6.37%. The effect on the City’s portion of taxes on a \$150,000 house, assuming a 9.5% increase in value from prior year, would be an increase of \$28 annually. The total levy is allocated among 9 different functions. There is some room to reallocate the total based on fund rate limits and requirements, but as currently presented, the revenue is allocated as follows:

	2022 Levy	2021 Extension	Increase (Decrease)
Corporate	225,540	390,493	(164,953)
Street & Bridge	215,185	215,185	-
Fire Protection	741,409	741,409	-
Ambulance Service	537,073	537,073	-
IMRF	534,195	104,532	429,663
Liability Insurance	1,178,031	1,084,494	93,537
Social Security	391,811	358,153	33,658
Police Pension	2,766,201	2,796,851	(30,650)
Fire Pension	1,778,521	1,742,059	36,462
Total	8,367,966	7,970,249	397,717

Fire pension levy amount proposed is \$1,778,521. This is the statutory minimum requirement and represents a \$36,462 increase over the prior year. The recommended actuarial levy amount is \$2,060,256. This plan is currently 48% funded (a 3% increase over prior year). Police pension levy amount proposed is \$2,766,201. This is the statutory minimum requirement and represents a \$30,650 decrease over the prior year. The recommended actuarial levy amount is \$3,523,559. The plan is currently 50% funded (a 2% increase over prior year).

As of April 30, 2022, the social security had an estimate find balance of \$1,530 after prior balance was utilized. Therefore, we will continue to only levy the amount necessary to cover payroll tax expenses. Liability insurance is increasing by \$93,537 due to renewal premiums in workers compensation insurance and other lines of insurance.

In the prior year, we decreased the IMRF by \$400,000 to utilize the find balance and help free up funds for operational purposes. However, the 2022 levy will need to resume normal finding levels and increases in rates and therefore increases by \$429,663. Fire protection and Ambulance Service were kept at the same levels as prior year. These funds are transferred to the general fund to offset the costs of these services. Street & Bridge was kept at the same level as prior year in this proposal. The MFT fund will continue to have additional funds available for road projects due to increase in the State MFT tax as well as the Rebuild Illinois Bond Grant funds.

The General fund levy is the remainder available after all of the other funds have been accounted for. Unfortunately, due to the items above, this only leaves \$225,540 in the general fund for operations, which represents a \$164,953 decrease in revenue from the prior period. We were 'fortunate' this year that the market had good returns during the pension actuarial calculation period and required amounts remained relatively flat. I would not anticipate this in subsequent periods and we will likely have to eliminate any portion of the levy going to general operations as a result.

Mr. Bremner asked if the 5% cap was specific to the City or to all taxing bodies in the state. Administrator Knabel said it is a statutory rate for the city. Commissioner McDowell thanked Administrator Knabel for keeping the fund that we have primary control over flat. He added that the funds that we have statutory requirements based on state law for retirement and pension seems to really affect our levy. Commissioner McDowell asked where we were on the Energy Bill. Administrator Knabel said that DCEO is currently going through the grant writing process and what the funds can be used for and when the funds will be released. Funds are anticipated to be released on 2024 but until it is in hand, I don't bank on it.

It was motioned by Commissioner Holmes and seconded by Commissioner McDowell to close the public hearing at 7:22pm. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

CITIZEN COMMENTS

Mary Lou Hiltibran, Zion, thanked the council and staff for their hard work and dedication they do for the city and wished Commissioner and Mrs. McDowell a happy anniversary.

CONSENT AGENDA

- (a) **APPROVAL OF MINUTES:** a Special Meeting held on November 28, 2022 at 7:00 p.m., a Regular Meeting held on December 6, 2022 at 7:00pm.

It was motioned by Commissioner McDowell, seconded by Commissioner Frierson to approve as presented. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

- (b) **BILLS:** Vouchers 142070 through 142237 drawn on Huntington National Bank, N.A. Total: \$750,841.54.

It was moved by Commissioner Fischer seconded by Commissioner McDowell to approve as presented. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye Motion carried.

RESOLUTION/2023 LAKE COUNTY CDBG APPLICATION/SIDEWALK REPAIR & ADA RAMPS

A Memo (12-DOC-115) was received from Director Roberts requesting permission to submit an application for the 2023 Lake County Community Grant Development Block Grant program. Staff is seeking assistance from Lake County for sidewalk replacement and installation of ADA ramps at various locations throughout the City. If the grant is approved, the grant will provide \$80,000 dollars towards an estimated \$115,000 project.

It was moved by Commissioner Frierson and seconded by Commissioner Holmes that a Resolution (22-R-10) be passed for permission to apply to the Lake County Community Development Block Grant Program for sidewalk replacement and installation of ADA ramps at various locations throughout the City. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye .Motion carried.

RESOLUTION/TEMPORARY PURCHASING POLICY

A Memo (22-DOC-116) was received from Administrator Knabel stating that recent supply chain disruptions have created emergencies and hardships regarding the purchase of vehicles and related equipment for municipalities across the country, including the City of Zion. These supply chains disruptions are events that could not have been foreseen. There are certain situations where timing is critical or immediate action is necessary to, among other things: 1) safeguard the public's health, safety & welfare; 2) provide emergency assistance; 3) protect property; and 4) remediate situations that may cause public harm.

Staff is proposing a temporary purchasing policy under the Emergency Act to continue to provide services to the community. In such circumstances and where already approved in the City budget, the City Administrator will have authorization to expend funds over and above his normal authority to purchase vehicles and related equipment to alleviate the emergency caused by the supply chain disruptions and delayed delivery of vehicles and related equipment.

Commissioner Frierson asked if the policy has an expiration date. Administrator Knabel said it will be on an as needed basis until we start seeing normal response times.

It was motioned by Commissioner Fischer and seconded by Commissioner McDowell that a Resolution (22-R-11) be passed to authorize and approve a temporary purchasing policy for the City of Zion. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

RESOLUTION/2023 LAKE COUNTY CDBG APPLICATION/SIDEWALK REPAIR & ADA RAMPS

Administrator Knabel requested permission to enter into an application with the Zion Park District for a Community Development Block Grant. He stated that this grant will assist with Park District to obtain funding. This does will not affect the city's allocation of funding for CDBG for its sidewalk programs or other demolition grants that we have applied for.

It was moved by Commissioner Frierson and seconded by Commissioner Holmes that a Resolution (22-R-12) be passed authorizing and approving the City of Zion to enter into an application for a Community Development Block Grant. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye Motion carried.

RESOLUTION OF COMMENDATION

It was moved by Commissioner Frierson and seconded by Commissioner Fischer that a Resolution of Commendation for the dedication to the preservation of the public health and safety of the citizens of the City of Zion be presented to Officer Eric Gonzalez.

The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye Motion carried.

ORDINANCE/TAX LEVY 2022

It was moved by Commissioner Fischer and seconded by Commissioner Holmes that an Ordinance (22-O-66) be passed providing for the levy and taxes for the City of Zion, Lake County Illinois, for tax levy year 2022 to be collected in the year beginning January 1, 2023 and ending December 31, 2023. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/SOUTH SHERIDAN ROAD FUND ALLOCATION

Administrator Knabel stated that TIF #3 South Sheridan Road District will end December 21, 2022. Request is made to allocate \$300,000 from this fund to address any final projects after the closure of the TIF. Commissioner Fischer asked if there are any projects planned for these funds. Administrator Knabel said that the property located at 3467 Sheridan Road is a concern. He stated that staff is talking with the owner to attract new development to that site.

It was moved by Commissioner Fischer, seconded by Commissioner McDowell that an Ordinance (22-O-67) be passed providing for the Allocation of Funds from the Special Tax Allocation Fund for the South Sheridan Road Redevelopment Project Area. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/VARIANCE EXTENSION/3101 – 3199 16TH STREET

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (22-O-68) be passed extending a variance from Zion Municipal code Section 102-606(8) “Article XII – Adult Use Cannabis” for property located at 3101 – 3199 16th Street. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/VARIANCE EXTENSION/3101 – 3199 16TH STREET

It was moved by Commissioner Holmes, seconded by Commissioner Fischer that an Ordinance (22-O-69) be passed extending a variance from Zion Municipal code Section 102-608(8) “Article XII – Adult Use Cannabis” for property located at 3101 – 3199 16th Street. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/SPECIAL USE EXTENSION/3101 – 3199 16TH STREET

It was moved by Commissioner Holmes, seconded by Commissioner Fischer that an Ordinance (22-O-70) be passed extending a Special Use Permit to operate an Adult Use Cannabis Craft Grow for the property located at 3101 – 3199 16th Street. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

APPROVAL/HVAC MAINTENANCE CONTRACT

A Memo (22-DOC-117) was received from Director Ianson stating that Northern Weathermakers has had the maintenance contract for City facilities for the past 11 years. During this time they were able to maintain our aging equipment. Staff is recommending to renew their annual contract for \$17,302.00

It was moved by Commissioner Holmes, seconded by Commissioner McDowell to approve the renewal contract for HVAC maintenance with for City facilities with Northern Weathermakers for \$17,302.00. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

APPROVAL/AMBULANCE PURCHASE FOR FY 2024/25

A Memo (22-DOC-118) was received from Chief Stried requesting approval to purchase our next ambulance projected to be delivered within the next 18 – 24 months. Funding for this purchase in the amount if will be \$285,273 will be figured in the FY24/25 budget or possible FY25/26 depending on the state of approval, construction, supply chain issues etc. This next approval for purchase is necessary due to the lengthy time frame it

will take to obtain the next. Further delays in ordering the next one will increase the time to deliver, as well as result in higher costs.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to approve the ambulance purchase for Fiscal year 2024/25 for \$285,273.00. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

APPROVAL/CITY OF ZION ANNUAL CALENDAR

Administrator Knabel stated that on behalf of Clerk Spooner, the City is required to adopt the City's holiday and meeting schedule.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes to approve the City of Zion Annual Calendar with the cancellation of the July 4 council meeting. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

APPOINTMENT OF FINANCE DIRECTOR

It was moved by Commissioner Fischer, seconded by Commissioner Homes to appoint Kris Conway to the position of Finance Director. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

DEPARTMENTAL COMMENTARY

Director Ianson stated that due to the anticipated inclement weather, Advanced Disposal will begin Thursday at 5:00am. If Friday pickup is not possible, they will pick up on Saturday.

Director Roberts stated that the snow plow drivers will be out. Main streets will be the priority followed by secondary streets and then alleys.

Administrator Knabel encouraged residents to be kind to each other this holiday season.

Police Chief Barden wished everyone a Merry Christmas and Happy New Year. He stated that the City is working with various taxing bodies to identify warming centers in anticipation of power outages related to the anticipated winter storm. He also encouraged residents to clean the snow off cars and slow down and check on neighbors.

Fire Chief Stried thanked the council for supporting the ambulance purchase. He also clarified that the even though the Be Alarmed Smoke Alarm program is geared toward single family owner occupied homeowners, renters should contact the program if they do not have a working smoke detected in their rental unit. More info about the program can be found on the Departments Facebook page and the City's website. He also wished everyone a Merry Christmas.

Commissioner McDowell wished everyone a Merry Christmas and a Happy New Year. He also acknowledged his 42nd wedding anniversary with his wife Donna.

Commissioner Frierson wished everyone happy holidays. He commended the Council and Department Heads on the work that they've done this year.

Commissioner Fischer wished everyone a happy holiday and thanked the City Department Heads and staff for their hard work.

Commissioner Holmes wished everyone a Merry Christmas and a Happy New Year. She encouraged people to check in on your neighbors during this time as depression runs really high this time of year. She also thanked the city department heads and city employees for their hard work.

Attorney Vasselli wished everyone a Merry Christmas and a Happy New Year.

Mayor McKinney reminded the community to take a moment to clear snow away from fire hydrants. He encouraged residents to meet your neighbors. He thanked the Commissioners, department heads and city employees' for their hard work both in front of behind the scenes.

ANNOUNCEMENTS

December 23, 26, 30 & January 2		City Offices Closed for the Holiday
January 3		Zion City Council Meeting Cancelled
January 17	6:00 p.m.	Zion Township Board Meeting
	7:00 p.m.	Zion City Council Meeting

ADJOURN

There being no further business to come before the Council at this time, it was moved by Commissioner McDowell, seconded by Commissioner Frierson and unanimously approved the meeting be adjourned at 8:01 p.m. Motion carried.

Recording Secretary