



REGULAR COUNCIL MEETING MONDAY,
JULY 25, 2011 5:30 P.M.

	1	2
1.0 CALL TO ORDER		
2.0 PLEDGE OF ALLEGIANCE <i>Mayor Laurie L. Barra</i>		
3.0 ROLL CALL <i>Clerk to Call the Roll</i>		
4.0 APPROVAL OF AGENDA ACTION: Motion to approve the meeting agenda. VOTE REQUIRED		
5.0 APPROVAL OF MINUTES ACTION: Motion to approve minutes of the Regular Council Meeting of July 11, 2011 and the Special Council Meeting of June 30, 2011. VOTE REQUIRED		
6.0 PUBLIC INPUT ON AGENDA ITEMS <i>Speakers to state name, address, and spell last name. Speakers will be given 5 minutes to address the Council. Questions unrelated to agenda items are accepted during "Public Questions" near the end of the meeting.</i>		
7.0 CONSENT AGENDA		
7.1 Receive and File Monthly Reports and Minutes: Traffic Safety Committee Minutes July 1, 2011 and Fire Department June Report		5
7.2 Receive and File Zoning Board of Appeals Minutes dated July 13, 2011. (fence variance 332 Orr).		5
7.3 Receive and File Planning Commission Minutes July 13, 2011		5
7.4 Receive and File Pekin Planning Commission Hearings and Recommendations: a) Hearing #11-1836 – approval of the Site Plan for Auto Repair Only with the stipulation that striping be done for parking with a maximum outside storage of (8) Eight vehicles in front of the repair shop only for a limited period of 48 hours located at 1404 Broadway b) Hearing #11-1837 – approval of the Special Use for Auto Repair Only located at 1404 Broadway		5

<i>ACTION:</i> Motion to approve all items listed on the Consent Agenda by Omnibus Vote. VOTE REQUIRED TO APPROVE CONSENT AGENDA		
8.0 COMMUNICATIONS, PETITIONS, REPORTS		
9.0 NEW BUSINESS		
9.1 Ordinance No. 1462-A309 - 11/12 Amending the Traffic Code of the City of Pekin 1995 Regarding Speed Limits in School Zones. DESCRIPTION: Recommendation of the Traffic Safety Committee to update the locations of the 20 mph school speed zones in the Code. Public Works grant will provide the funds to update the new warning signs for zone changes to comply with the MUTCD requirements. ACTION: Motion to adopt the ordinance. VOTE REQUIRED	GN/MG	2
9.2 Ordinance No. 2642-11/12 - Establishing Policy with Regards to the Communication of Individuals Social Security Numbers. DESCRIPTION: Adopts a policy with regards to the collection, use and communication of individuals' social security numbers in compliance with the Illinois Identity Protection Act. ACTION: Motion to adopt the ordinance. VOTE REQUIRED	SN	5
9.3 Special Use 1404 Broadway R & K Auto Repair DESCRIPTION: Recommendation of the Pekin Planning Commission to approve the request of Ron Timmer & Kimberly Wright auto repair special use to operate a vehicle mechanic business at 1404 Broadway. ACTION: Motion to approve the Special Use. VOTE REQUIRED	RS	5
9.4 Site Plan 1404 Broadway R & K Auto Repair DESCRIPTION: Recommendation of the Pekin Planning Commission to approve the site plan for auto repair business at 1404 Broadway. ACTION: Motion to approve the Site Plan with the stipulation that striping be done for parking with a maximum outside storage of (8) Eight vehicles in front of the repair shop only for a limited period of 48 hours. VOTE REQUIRED	RS	5

9.5 Peckham Guyton Albers & Viets, Inc. Technical Support Agreement DESCRIPTION: Terms of contract with PGAV for technical support on potential economic development packages. Funding dependent on projects undertaken. ACTION: Motion to approve the agreement in an amount not to exceed \$25,000.00. VOTE REQUIRED	LM	3
10.0 ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL 10.1 Council Members 10.2 Staff 10.3 Five Minute Public Questions 10.4 Press Time		
11.0 EXECUTIVE SESSION		
12.0 ADJOURN NO VOTE REQUIRED		

Column 1 Key:

CM	Council Members	JW	City Manager Joe Wuellner
M	Mayor Laurie Barra	KN	Police Chief Greg Nelson
SN	Sarah Newcomb Human Resources	MG	Mike Guerra City Engineer
RS	Ron Sieh Code Enforcement Officer		
LM	Leigh Ann Matthews Economic Development Director		

Column 2 Key:

- 1 A Prosperous Community.** To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
- 2 A Safe Community.** To protect community life and property by providing effective, principled police and fire services.
- 3 A Strong Foundation.** To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
- 4 A High Quality of Life.** To support or provide services that improve the quality of life for Pekin's residents.
- 5 An Effective Government.** To deliver effectively the services that Pekin's residents want, need, and are willing to support.

**PROCEEDINGS OF A SPECIAL MEETING
OF THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS,
HELD AT CITY HALL COUNCIL CHAMBERS
111 SOUTH CAPITOL STREET
ON THURSDAY, JUNE 30, 2011 AT 5:30 O'CLOCK P.M.
LAURIE L. BARRA, MAYOR PRESIDING**

**PRESENT: COUNCIL MEMBERS, ABEL, NEUMANN, HENDRICKS, SCHMIDGALL,
MASSAGLIA, AND BARRA**

ABSENT: BLANCHARD

Notice was posted on June 28, 2011 of a special meeting Council set for June 30, 2011 for the purpose of adjourning to Executive Session to discuss 5 ILCS 120/2 (c) (1) and New Business item, Employment Contract of the City Manager.

Council Member John Neumann had personally given notice on Monday, June 27, 2011 that he would be attending the meeting by electronic means. He was not physically able to attend because of absence from the corporate limits of the City for personal employment purposes.

Mayor Barra called the meeting to order at 5:30 p.m.

Mayor Barra recognized Council Member Neumann on the phone connection. He identified himself. **Roll** was called and all other Council Members were physically present except Council Member Blanchard.

AGENDA

Motion by Council Member Massaglia, seconded by Council Member Abel, that **the agenda be approved as presented.** On roll call vote all present voted Aye.

EXECUTIVE SESSION

5 ILCS 120/2 (C) (1). THE SELECTION OF A PERSON TO FILL THE POSITION OF THE CITY MANAGER.

Motion by Council Member Massaglia, seconded by Council Member Schmidgall, that the Council move to Executive Session at 5:31 P.M. to discuss 5 ILCS 120/2 (c) (1). The selection of a person to fill the position of City Manager. On roll call vote all present voted Aye.

Council Members adjourned from Executive Session and returned to open session at 5:32.

Motion by Council Member Massaglia, seconded by Council Member Schmidgall that the **EMPLOYMENT AGREEMENT BETWEEN THE CITY OF PEKIN AND JOSEPH W. WUELLNER to employ as its City Manager, effective July 1, 2011 through June 30, 2014 be approved.** There was no discussion. On roll call vote Aye: Neumann, Massaglia, Hendricks, Abel, Schmidgall, and Barra. Absent: Blanchard. Motion Carried.

Council express words of congratulations to Mr. Wuellner.

Motion by Council Member Massaglia, seconded by Council Member Schmidgall that Council adjourn. Approved by viva voce vote.

COUNCIL ADJOURNED AT 5:36 P.M.

Sue E. McMillan
City Clerk

**PROCEEDINGS OF THE REGULAR MEETING
OF THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS,
HELD IN THE COUNCIL CHAMBERS OF CITY HALL
111 SOUTH CAPITOL STREET
ON MONDAY, JULY 11, 2011 AT 5:30 O'CLOCK P.M.**

LAURIE L. BARRA, MAYOR PRESIDING

PRESENT: COUNCIL MEMBERS, SCHMIDGALL, BLANCHARD, NEUMANN, HENDRICKS, ABEL, AND MASSAGLIA

ABSENT: NONE

The **Pledge of Allegiance** was led by Boy Scouts Eagle Troop 65, Noah Brooks, Bennett Taylor and Robert Lawrence.

Mayor Barra recognized the member of the Pekin Community High School JROTC and Chief Becker. Mayor Barra congratulated the Academic Team members who had just finished 11th in the nation in a scholastic bowl challenge of 1300 cadets.

Roll was called and all Council Members were physically in attendance. A quorum was present.

AGENDA

Motion by Council Member Schmidgall, seconded by Council Member Massaglia that **the agenda be approved as presented**. On roll call vote all present voted Aye.

MINUTES

Motion by Council Member Schmidgall, seconded by Council Member Abel, that the **minutes of the Regular City Council Meeting of Monday, June 27, 2011 and the Special Council Meeting of June 20, be approved as written**. On roll call vote, all present voted Aye.

CONSENT AGENDA

Motion by Council Member Schmidgall, seconded by Council Member Massaglia that the **CONSENT AGENDA be approved as presented**. Mayor Barra presented the following for consideration of the Consent Agenda items by Omnibus Vote.

7.1 Receive and File Monthly Reports and Minutes: Police May Report; Liquor Commission Minutes Dated June 23, 2011; and Building Department April and May Reports.		5
7.2 Resolution No. 8 - 11/12 – The Mayor's Appointment of Erik Reader to the Zoning Board of Appeals for a term until May 31, 2014.		5
7.3 Resolution No. 9 - 11/12 – The Mayor's Appointment of Frank H. Mackaman to the Fire and Police Commission for a term until the first Monday in May, 2013.		5

On roll call vote, Ayes, Blanchard, Abel, Schmidgall, Hendricks, Massaglia, and Barra; Neumann, Nay. Motion Carried.

NEW BUSINESS

Motion by Council Member Massaglia, seconded by Council Member Blanchard, that the **DOWNTOWN TAX INCREMENT FINANCING EXPENDITURE FOR THE FAÇADE GRANT PROGRAM** in the amount of \$25,620.00 for Maurie's Candies 522 Court Street, be approved. Director of Economic Development Leigh Ann Matthews presented the request for Council Action as recommended by the Pekin Main Street Design Committee. She advised that new owner of the 70 year old Pekin icon, Scot Johannes, applied for financial assistance to assist in major masonry work to secure the structure and replace windows and doors. The property owner completed all necessary procedures to be considered for the amount of \$25,620.00 under the terms of the TIF Program guidelines to be granted a 3 year forgivable grant. Discussion followed on the structural assessment and the City's discretion to participate in an increased amount in a

particular project. Mayor Barra was hesitant in a policy allowing Council to change grant amounts arbitrarily. Members Abel, Hendricks, Massaglia spoke in support of the service provided to the downtown by the project. Council Member Neumann stated there were other buildings that could use an extra \$12,500.00 grant. Motion by Council Member Blanchard, that the motion to approve the façade grants expenditure for Maurie's Candies be amended to an amount of \$12,500.00. No second was heard on the motion. Discussion followed on setting precedent and judgmental approval of increased participation. Motion by Council Member Neumann, seconded by Council Member Blanchard that the façade grant for Maurie's Candies be tabled until the Council Meeting on July 25, 2011. Mr. Johannes addressed the Council regarding the doubt and difficulty in investing more of his own funds in the façade work. Council Member Schmidgall felt concerns stated for postponing could have been addressed sooner. On roll call vote, Ayes, Blanchard and Neumann; Nays, Abel, Schmidgall, Hendricks, Massaglia, and Barra. Motion Failed.

Motion by Council Member Neumann, seconded by Council Member Schmidgall that the Downtown Tax Increment Finance expenditure for the Façade Grant Program be amended to the amount of \$25,220.00 for Maurie's Candies 522 Court Street. On roll call vote Ayes, Blanchard, Schmidgall, Neumann, Hendricks, Massaglia, and Barra; Nay, Abel. Motion Carried. Motion by Council Member Massaglia, seconded by Council Member Blanchard, that the **DOWNTOWN TAX INCREMENT FINANCING EXPENDITURE FOR THE FAÇADE GRANT PROGRAM** in the amended amount of \$25,220 for Maurie's Candies 522 Court Street, be approved. On roll call vote, Ayes, Blanchard, Hendricks, Abel, Schmidgall, Massaglia, and Barra; Nay, Neumann. Motion Carried.

Motion by Council Member Massaglia, seconded by Council Member Hendricks that the **DOWNTOWN TAX INCREMENT FINANCING EXPENDITURE FOR COMMERCIAL RETAIL & UPPER STORY HOUSING LOAN PROGRAM** in the amount of \$25,000.00 for Maurie's Candies 522 Court Street, be approved. Ms. Matthews also presented a request as recommended by the Design Committee under the terms of the Commercial Retail Program of the TIF. Council was advised that the program reimburses ½ of eligible interior expenses up to \$25,000.00 through a 5 year forgivable loan funded up front and guaranteed by note and mortgage. Monies sought were for ceiling repairs, floors, plumbing, electrical upgrades. On roll call vote, Ayes, Blanchard, Abel, Schmidgall, Hendricks, Massaglia, and Barra; Nay Neumann. Motion Carried.

Community Development Director Pamela Anderson requested Councils approval of the following three agenda items. She stated at a previous Council Meeting she reported on the activities of the CAPER and 2011 Action Plan. Council was advised of the cumulative data of program goals, priorities in providing decent housing to low-and moderate-income persons, and accomplishments highlighted. She noted the changes to the allocation of dollars that required the Action Plan amendment item.

Motion by Council Member Neumann, seconded by Council Member Blanchard that the **2010 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT CAPER, be approved.** On roll call vote all present voted Aye.

Motion by Council Member Neumann, seconded by Council Member Abel that the **2011 ACTION PLAN AMENDMENT be approved.** On roll call vote all present voted Aye.

Motion by Council Member Hendricks that the **HOUSING REHABILITATION CONSULTING CONTRACT WITH PEKIN HOUSING AUTHORITY in the amount of \$25,000.00, be approved.** Council received information on the terms of the one year renewal contract for the Community Development Block Grant Rehab Coordinator position with the Pekin Housing Authority. The City had participated with PHA in the CDBG funded contract for 6 years. On roll call vote all present voted Aye.

Motion by Council Member Abel, seconded by Council Member Massaglia that the **SECOND AMENDMENT TO THE FARNSWORTH GROUP AGREEMENT FOR ENGINEERING SERVICES FOR WWTP PHASE 2 IMPROVEMENTS in an amount not to exceed \$2,331,000.00* be approved.** (*correct amount)

City Manager Joseph Wuellner recommended the support service to ensure compliance, oversight, documents, and bidding services for Phase 2A and 2B for the Wastewater Treatment Plant Improvements as previously provided in Phase 1 by Farnsworth. Funding would be covered through the IEPA loan. On roll call vote all present voted Aye.

ORDINANCE NO 2641-11/12
AUTHORIZING THE LOAN AGREEMENT

Motion by Council Member Abel, seconded by Council Member Massaglia that Ordinance No. 2641-11/12 – Authorizing the Loan Agreement for the Wastewater Treatment Plant Improvements Projects from the Water Pollution Control Loan Program Fund of the IEPA, be adopted. Mr. Wuellner told Council the Ordinance needed to be submitted to the Illinois Environmental Protection Agency to secure two \$20 million dollar, low interest loans for both A and B of Phase 2 project. Council discussed the cost schedule.

- Stimulus funded (first \$20 million)
- 1.25% interest rate
- \$2.5 million forgiven
- Payback \$17.5 million
- 2.5% interest (second loan not expected to be full \$20,000 million)
- Payback starts 6 months after completed work
- June 2015 operational deadline set by Pollution Control Board

Information and questions were addressed by Farnsworth Group, Inc. Engineering Manager, Patrik Sheridan. On roll call vote all present voted Aye.

RESOLUTION NO. 7-11/12
ILLINOIS DEPARTMENT OF REVENUE

Motion by Council Member Blanchard, seconded by Council Member Massaglia that Resolution No. 7-11/12 – Appropriating \$40,973.49 Motor Fuel Tax Funds for the City share of the completed ARRA Parkway Drive Project, be adopted. City Engineer Mike Guerra advised Council the MFT allocation was for close out of milling and resurface project of Parkway Drive Court Street /IL 9 to Willow Street. The City received \$432,276.00 in American Recovery and Reimbursement Act and the cost of the project was \$473,249.49. On roll call vote all present voted Aye.

ORDINANCE NO. 1462-A307-11/12
AMENDING THE TRAFFIC CODE OF THE CITY OF PEKIN 1995
REGARDING SPEED LIMITS ON VETERANS DRIVE

Motion by Council Member Blanchard seconded by Council Member Abel that Ordinance No. 1462-A307-11/12 be adopted. Chief Greg Nelson explained that the original recommendation from the Traffic Safety Committee and the request in June had to be reconsidered after learning both the Federal and State Departments of Transportation strongly discourage a speed over 45 mph on a road with a curb. The amendments provide for 55 mph from Allentown Road to Broadway Road with 30 mph remaining at Court to the end of Menards and 45 mph from Menards to Allentown. On roll call vote all present voted Aye.

ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL

Council Member Blanchard speculated missing manhole covers could be the result of scrapers defacing property to sell the metal. He brought to the community's attention that an accident had been reported and that the situation of a missing cover in traffic was very dangerous.

Bernie Gobbel, 208 Dogwood Lane express his disappointment in learning that the Ordinance which approved an increased speed on Broadway Road at the previous meeting was to enact an increased speed of 45 mph on both the eastern and western flow of traffic from Schramm Drive to Veterans Drive. Council Member Neumann asked for verification of Mr. Gobbel's concern that the documents from the meeting of June 27, 2011 indicated only east bound traffic was increased to 45 mph on Broadway from Schramm Drive to end of City limits. The Clerk was asked to retrieve the request for action, agenda description, ordinance, and TSC minutes.

Dale Kuntz, 5 Fox Point, distributed printouts of areas in the City that needed weed pulling, mowing, and paint spruce-up attention. Some were privately owned business. He noted he would take it upon himself to point out these areas of concern if Council felt it would improve the appearance of the community.

No further business to come before the Council, motion made by Council Member Hendricks, seconded by Council Member Blanchard that the Council adjourn. Approved by viva voce vote.

COUNCIL ADJOURNED AT 7:10 P.M.

Sue E. McMillan
City Clerk

CITY OF PEKIN TRAFFIC SAFETY COMMITTEE MINUTES
JULY 1, 2011 @ 8:30 a.m.
CITY HALL CONFERENCE ROOM

PRESENT: Greg Nelson, Kurt Nelson, Bob Shaw, Will Taylor, Joe Wuellner, Mike Guerra. Also present: Bill Scarcliff, Lee Ann Wrhel.

Chuck Lauss attended the meeting on behalf of the St. Jude runners. The run will be Saturday, August 6th beginning at 8:05 a.m. There will be approximately 15 runners on the street at any one time and they do provide their own lead and trail vehicles. He distributed a sheet outlining the details of the proposed route. The route has changed this year and will have the runners spending more time on the streets of Pekin. They would like to do can collections at Parkway @ Court and Veterans @ Court intersections. Due to safety concerns for both the collectors and motorists at these intersections, the committee suggested to have collectors at 4-way stops instead. The intersections suggested were, Willow @ Parkway, 14th @ Sheridan and 5th @ Koch. When the route map is finalized Chuck will email it to Greg.

Greg announced that the increase of the speed limit on Broadway passed and will go into effect 10 days after the June 27th meeting. The ordinance requesting a speed limit increase for Veterans Drive will be reworded and brought back to the next City Council meeting. It was learned after the last Traffic Safety meeting that both the Federal and State DOT strongly discourage a speed limit over 45 mph on a road with a curb. The revised request will ask for the speed limit to be increased on Veterans Drive from Allentown to Broadway to 55 mph.

Per Joe, beginning with this meeting, Mike Guerra will be covering the Public Works Director's seat on the committee.

Old Business:

NONE

New Business:

1. School Zone Locations

Mike Guerra is working on applying for a sign grant that would provide funds to update school zone signage. This will comply with MUTCD requirements. The committee reviewed all the school locations in town to identify what updates are needed to the code and to determine what school zone signs are needed. It was also suggested that it would be a good idea to have a map/diagram included with the code for clarity. The following items were discussed:

Starke Primary – school zone – Holiday from Sheridan to Independence (take down the sign on Sheridan).

Willow Primary – school zone – Veerman from Willow to Westgate (ok as is).

Broadmoor Junior High/Dirksen Primary – school zone – Maywood from Willow to Broadmoor entrance (eliminate the sign on Brookdale @ Knollcrest (going onto private property) and add a sign northbound on Maywood).

Edison Junior High/C.B. Smith Primary – school zone – 14th from Chestnut to Matilda, Illinois from Earl to 14th, Earl from Illinois to Matilda and Matilda from Earl to 14th. Mike will determine where signs need to be added to alert motorists coming from other streets into a school zone.

Washington Intermediate/St. Joseph – school zone – Buena Vista from the existing sign at the YWCA to Washington St., Washington St. from Bacon to 7th and 6th from St. Joseph Place to Washington St. (the sign on Broadway will be eliminated). Mike will determine where signs need to be added to alert motorists coming from other streets into a school zone.

Jefferson Primary – school zone – Summer from Walnut to Winter, Capitol from Walnut to Winter and Park Ave. from the west edge of First Baptist parking lot to alley between 3rd and Summer (a sign will be added on Park Ave. @ 4th Street).

Wilson Intermediate/Faith Baptist – school zone - Koch Street will be a combined zone for both schools from 7th to the alley between 11th and Peoria. Mike will determine where signs need to be added to alert motorists coming from other streets into a school zone.

Pekin High School – school zone – Stadium Dr. from Court to the north side of Memorial Arena (the school zone signs will be eliminated on Parkway Drive and the sign on the westbound part of Stadium Dr. will be moved from its present location to the area between the 4-H buildings and Memorial Arena).

Scott Altman Primary – school zone – Highwood from Powers to Melanie Pl. (ok as is).

Good Shepherd – school zone – none (ok as is).

2. *Visibility/No Parking – 300 Blk Washington St.*

Greg was approached by a council member regarding this issue. After discussion it was decided to take no action at this time as the vehicle that had been obstructing the visibility has been moved.

Around the Table

The afternoon before the meeting the committee received correspondence from a citizen requesting a “dead end” sign for Granada. The sign will be posted by the Street Department.

Information has been received that IDOT does not recommend the usage of “Deaf Child” or “Blind Child” signs. In the future, these requests will be revisited and letters to citizens will reflect this IDOT recommendation.

Will brought a concern that had been brought to his attention that northbound on 11th Street @ Sheridan Road vehicles are not allowed to park within 30 ft. of the stop sign but southbound vehicles can park to the corner. Existing laws will be reviewed and, if needed, this will be addressed at the next meeting.

Respectfully Submitted,
Lee Ann Wrhel

NEXT REGULAR MEETING AUGUST 5, 2011 @ 8:30 A.M.

July 5, 2011

Mr. Joe Wuellner
Pekin City Manager
Pekin, IL. 61554

Dear Mr. Wuellner,

I hereby submit to you the Pekin Fire Department June 2011 report, plus a summary of May 2011.

Kurt Nelson
Fire Chief
City of Pekin Fire Department

During the month of June 2011, the Pekin Fire Department responded to 370 calls, total dollar loss was \$31,300.00.

During the month of June 2011, (approximately 71.35%) were emergency medical calls, 106 were automatic fire alarms, service calls, small hazardous conditions involving no fire, and false alarms.

During the month of May 2011, the Pekin Fire Department responded to 381 calls, total dollar loss was \$19,900.00.

During the month of May 2011, (approximately 74.60%) were emergency medical calls, 97 were automatic fire alarms, service calls, small hazardous conditions involving no fire, and false alarms.

On June 2, 2011 Fire Fighters responded to a two vehicle accident at N. 8th Street and Broadway Street. Upon arrival all victims were ambulatory, with AMT on scene providing pt care for two victims. R2 provided pt care for a male who refused transport to the hospital. City of Pekin Street Department was called for street light and traffic light damage along with Cilco, IDOT, and Laser Electric. Illinois American Water was contacted for damage to a fire hydrant, along with Julie. E2 remained on scene until Laser Electric arrived to cut power to the traffic light and repair damage. Total dollar loss was \$20,000.00.

On June 3, 2011 Fire Fighters responded to a vehicle fire at 3320 Veterans Drive. Upon arrival found vehicle engine compartment area smoking badly, but very little flame showing from underneath the vehicle. We extinguished using a 1 ¾ inch handline. We attempted to unlatch hood from inside the vehicle, but latch did not work. We opened hood using a haligan to extinguish. Driver of the car was a step son of vehicle owner.

Driver stated that vehicle has not been "acting up", or no recent work done. Total dollar loss was \$4,000.00.

On June 12, 2011 Fire Fighters responded to structure fire at 1300 N. 14th Street. Upon arrival no smoke or fire was showing. Several people were sitting on the front porch. People on porch related to PFD that there was a fire in the baby crib and that they put it out. Additional units were deferred except for F3. The house had light to moderate smoke in several rooms. The baby crib had approximately a 1 square foot area that was charred on the mattress. Parts of the bedding and the crib itself had also been burned. The baby was reportedly in the crib at the time of the fire. The baby was removed by the family when the fire was discovered. PFD was informed by Tara Lewandowski that her 5 yr old son had been playing with a cigarette lighter. PFD was informed by both the boy and his mother that this is not the first time he has played with fire. The 5 yr old boy was questioned by FF Veatch. The boy admitted to playing with a lighter. The boy also informed us that the last time he played with a lighter he lit his comforter on fire. Tara informed us that she keeps her lighters on top of her dresser in a dish but the boy is able to get them. PFD cleared smoke from the home with PPV. PFD also removed the mattress from the crib and ensured the fire was out. FF Veatch took digital pictures of the incident and was in charge of the investigation.

Referred to Fire Prevention Office for follow-up. Pekin Police are also filing a report. Total dollar loss was \$300.00.

On June 25, 2011 Fire Fighters responded to automatic fire alarm at UAW high rise at 444 N. Parkway Drive. Dispatch notified FD en route of smoke in the hallway and the room of origin, and that occupant was still in her room. Also notified that sprinkler system had activated. Fire 3 was first on scene, followed by Ladder 1 and Rescue 2.

Ladder 1 and Rescue 2's crews made entry, found the occupant, removed her from the room on a Smith Cot, and transported her in the elevator to the first floor. Care was transferred to AMT paramedics. Patient was transported to Pekin Hospital.

Crews found smoldering on the inside of a living room lounge chair and extinguished it using water from the activated sprinkler system. Ladder 1 reported that the fire was extinguished at 3:06 am. The sprinkler system had extinguished most of the fire prior to our arrival.

Engine 2 was assigned to the east side hydrant for building standpipe and sprinkler connections. Other crews were assigned assist with occupant evacuation to the first floor dining room. Pekin Police were on scene and assisted with room evacuations. Engine 3 was assigned to ventilate. Positive pressure fans were used to ventilate the first and second floors, east wings and the east stairwell. Rescue 2 checked the floor above and the fire and the 16th floor for smoke. Engine 3 eventually checked all floors and opened windows at the east and west sides for cross ventilation.

Cause was determined to be due to careless use of smoking materials. Point of origin was the living room lounge chair. Total dollar loss was \$7,000.00.

Total calls for the month of June were 370 and are as follows:

Fires	6
Rescue and EMS	264
Hazardous Conditions	18
Other types of calls	82

Total dollar loss for the month of June was \$31,300.00.

Total calls for the month of May were 381 and are as follows:

Fires	11
Rescue and EMS	284
Hazardous Conditions	14
Other types of calls	72

Total dollar loss for the month of May was \$1,900.00.

This is a brief overview of June 2011 and May 2011' events from the City of Pekin Fire Department. If you have any questions, please feel free to give me a call.

Respectfully Submitted,

Kurt R. Nelson
Fire Chief
Pekin Fire Department

Pekin Zoning Board of Appeals

July 13, 2011

Present:

Mary Lanane
Gary Sciortino, Vice Chairman
Bob Barra
David Moehring, Chairman
Erik Reader

Absent:

Staff Present: Ron Sieh

Dave Moehring, Chairman led the pledge of allegiance.

Dave Moehring, Chairman welcomed new member Erik Reader.

Juanita VanBuskirk announced that there are still (2) vacancies on the board and recommendations will be accepted for application through the City Clerk's Office.

Dave Moehring, Vice Chairman called regular meeting of the Zoning Board of Appeals to order.

Roll call was taken and a quorum declared.

Dave Moehring, Chairman asked for approval of the Agenda with the following amendments: changing the address of the 332 Orr Street to 332 Orr Avenue and adding the Election of Officers for 2012-2014 terms.

MOTION by Gary Sciortino seconded by Bob Barra to approve the Agenda as amended. On roll call vote, all present voted **AYE**. **MOTION APPROVED**.

Dave Moehring, Chairman asked for Approval of the March '2011 Meeting Minutes.

MOTION by Bob Barra seconded by Mary Lanane to approve the March '2011 Minutes as presented. On roll call vote, all present voted **AYE**. **MOTION APPROVED**.

Correspondence: A resignation email was received by the Mayor on May 17, 2011 from Michael Walker. (23) Twenty-three Letters were mailed to neighboring residents regarding the hearing. Received (2) Two correspondence, one from resident John Windish at 203 Gunion supporting the variance request and a call from Jeff Sangalli at 192 Gunion unhappy with the reverse of the fence.

Hearing #1: Fred Lawrence, Owner, a variance to install an 8' Wooden Privacy fence in reverse position which is currently not allowed in the current Zoning Code for R-4 (Single Family Residential) at 332 Orr Avenue.

Open Public Hearing: 5:05PM

Fred Lawrence, 332 Orr Avenue, presented his case and remained for questions.

Close Public Hearing: 5:07PM

MOTION by Bob Barra seconded by Gary Sciortino to **Approve** both variances as presented for the 8' Wooden Privacy Fence in Reverse Position at 332 Orr Avenue. On roll call vote, all present voted **AYE**.

Election of Officers:

MOTION by Dave Moehring, Chairman seconded by Bob Barra to elect Gary Sciortino as Chairman of the Zoning Board of Appeals for the term 2011-2013. On roll call vote, all present voted **AYE**.

MOTION by Dave Moehring, Chairman seconded by Mary Lanane to elect Bob Barra as Vice Chairman of the Zoning Board of Appeals for the term 2011-2013. On roll call vote, all present voted **AYE**.

MOTION by Mary Lanane seconded by Bob Barra to adjourn the meeting. On roll call vote, all present voted **AYE**.

Meeting Adjourned at 5:30pm

Juanita VanBuskirk, Secretary
Zoning Board of Appeals

Note: Recording Unavailable

Pekin Planning Commission Minutes

~~May 11, 2011~~

July 13, 2011

Present:

Daryl Dagit
Jeff Dupage
Don Hild
Bill Craig, Chairman
Steve Huey
Steve Thompson
Jim Jones

Absent:

Ron Knautz
Dick Cohenour

Chairman, Bill Craig led the pledge of allegiance.

Chairman, Bill Craig introduced the new commission member Jeff Dupage.

Jeff Dupage gave a brief description of his experience.

The regular meeting of the Pekin Planning Commission was called to order and a quorum was declared.

Staff Present: Ron Sieh and Attorney Scott Kriegsman

Chairman, Bill Craig asked for the approval of the Agenda as corrected.

MOTION by Jim Jones, Seconded by Steve Huey to Approve the Agenda with the following corrections: changing of hearing numbers from 11-1834 & 11-1835 to 11-1836 & 11-1837 due to a duplication in numbers and the addition of an Informal Hearing. On roll call vote, All present voted **AYE**. **MOTION APPROVED**.

Chairman, Bill Craig asked for the Approval of the May 11, 2011 minutes.

MOTION by Steve Thompson, Seconded by Steve Huey to Approve the May 11, 2011 minutes as presented. On roll call vote, (5) Five present voted **AYE**. (2) Two (Daryl Dagit and Jeff Dupage) present **ABSTAINED**. **MOTION APPROVED**.

City Council Action Report:

May 23, 2011 Council Meeting:

Received and filed the minutes from the May 11, 2011 meeting.

Approved the following recommendations for Hearings:

Hearings #11-1832 & 11-1833 / To Approve the Site Plan and Special Use for Outdoor Sales & Storage for "Big R Store" located at 3315 Court Street.

Hearings #11-1834 & 11-1835 / To Approve the Site Plan and Special Use for Auto Repair & Sales for "Affordable Auto" located at 201 N Capitol Street.

PPC Correspondence: No Correspondence

Application #1: K & R Automotive, Ron Trimmer & Kimberly Wright, Entrepreneurs'

Hearing #1 (11-1836 & 11-1837): Site Plan and Special Use for Auto Repair Only located at 1404 Broadway with the Legal Description of Plat Book EEE, Page 93 Mineral Springs Add #3, Lots 21 & 22 and PIN #04-10-02-214-004 in Tazewell County, Illinois.

Open Public Hearing: 6:40pm

Close Public Hearing: 6:42pm

Site Plan Review Committee:
Don Hild, Chairman

Motion by Jim Jones, seconded by Don Hild to Approve the Site Plan for Auto Repair Only with the stipulation that striping be done for parking with a maximum outside storage of (8) Eight vehicles in front of the repair shop only for a limited period of 48 hours. On Roll Call Vote. All Present Voted **AYE. Motion Approved.**

Special Use Review Committee:
Steve Huey, Chairman

Steve Huey stated there was no committee meeting and turned it over to the Pekin Planning Commission.

Motion by Steve Huey, seconded by Don Hild to Approve the Special Use for Auto Repair Only. On Roll Call Vote. All Present Voted **AYE. Motion Approved.**

Informal: Attorney Scott Kriegsman gave an overview of TIF property needing annexed. Due to a time constraint a Special meeting has been advertised and scheduled on July 20, 2011 at 6:30pm.

A consensus vote was taken to ensure a quorum. (6) Six present confirmed attendance. (1) One (Daryl Dagit) present confirmed unavailability.

Motion by Steve Huey, Chairman seconded by Steve Thompson to Adjourn the meeting. On Roll Call Vote. All Present Voted **AYE. Motion Approved**

Meeting adjourned at 7:15PM.

Juanita K VanBuskirk, Secretary
Pekin Planning Commission

NOTE: Recording Unavailable

Pekin Planning Commission
July 13, 2011

HEARING #11-1836

The Pekin Planning Commission recommends the Approval of the Site Plan for Auto Repair Only with the stipulation that striping be done for parking with a maximum outside storage of (8) Eight vehicles in front of the repair shop only for a limited period of 48 hours located at 1404 Broadway to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman

Pekin Planning Commission
July 13, 2011

HEARING #11-1837

The Pekin Planning Commission recommends the Approval of the Special Use for Auto Repair Only located at 1404 Broadway to the City Council in Tazewell County, Illinois.

Bill Craig, Chairman

Don Hild, Vice-Chairman



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk

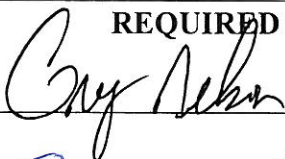
From: Greg Nelson, Police Chief

AGENDA ITEM:	School Zones, Code Cleanup
AGENDA DATE REQUESTED:	July 25, 2011
ACTION REQUESTED:	Adjust the Traffic Code in response to changes in school locations and traffic conditions. This action is at the request of the Traffic Safety Committee.
BACKGROUND:	Funding is available for new traffic signage, to include school zone signs. The new signage requires that zones be better defined than they currently are in the code. Also, this aims to clean up outdated school school zones.
FINANCIAL IMPACT:	The installation of signs will cost approximately \$14,000, with the City of Pekin share being approximately \$5,000.
NEIGHBORHOOD CONCERNS:	Most all of the school zones are in neighborhoods, but the changes to the school zones are minimal.
IMPACT IF APPROVED:	The Traffic Code will match current school locations and facilitate the grant-funded school zone signs.
IMPACT IF DENIED:	The Traffic Code will not reflect current sign locations, schools that have moved or be prepared for the new signage.
ALTERNATIVES:	The location of each school zone could be altered.
RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes]	
☐ A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of Family-way jobs.	
☒ A Safe Community. To protect community life and property by providing effective, principled Police and Fire services.	
☐ A Strong Foundation. To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.	

- ☐ **A High Quality of Life.** To support or provide services that improves the quality of life for Pekin's residents.
- ☐ **An Effective Government.** To deliver effectively the services that Pekin's residents want, need, and are willing to support.

REQUIRED SIGNATURES

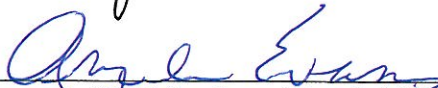
Department Director



7/8/11

Date

Finance Department

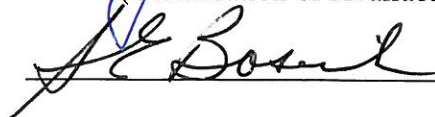


(Certification of Availability of Funds)

7-7-11

Date

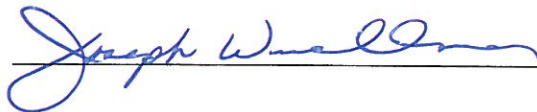
Corporation Counsel



7-14-11

Date

City Manager



7/14/11

Date

CITY OF PEKIN

**ORDINANCE NO. 1462-A309-11/12
AN ORDINANCE AMENDING TITLE 8, CHAPTER 3, SECTION 3
OF THE CODE OF THE CITY OF PEKIN 1995
REGARDING SCHOOL ZONE SPEED LIMITS**

PASSED BY THE CITY COUNCIL
OF THE CITY OF PEKIN
THE 25TH DAY OF JULY 2011

PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE CITY
COUNCIL OF THE CITY OF PEKIN, TAZEWELL COUNTY, ILLINOIS,
THIS 25TH DAY OF JULY 2011

EFFECTIVE DATE AUGUST 4, 2011

ORDINANCE NO. 1462-A309 – 11/12

**AN ORDINANCE AMENDING TITLE 8, CHAPTER 3, SECTION 3 G.
OF THE CODE OF THE CITY OF PEKIN 1995
REGARDING SPEED LIMITS IN SCHOOL ZONES**

WHEREAS, the City of Pekin is a home rule municipality as described in Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and as such may exercise any power and function pertaining to its government and its affairs; and

WHEREAS, the Code of the City of Pekin 1995 was adopted on April 10, 1995, and duly published in book form; and

WHEREAS, the Traffic Safety Committee reviewed all school locations to identify updates needed to determine what school zone signs were needed to comply with MUTCD requirements at the meeting of July 1, 2011; and

WHEREAS, the Traffic Safety Committee recommended to Council to revise the entire section of listings; and

WHEREAS, the City Council has determined that it is in the best interests of the City to amend the Traffic Code regarding Speed Limits in School Zones.

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

1. That Title 8, Chapter 3, Section 3. G. be amended by deleting all controls listed.
2. That Title 8, Chapter 3, Section 3. G. be amended by adding the following chart of controls and Appendix A Pages 1-10 after the first paragraph:

SCHOOL ZONES

SCHOOL	ZONE	APPENDIX A
BROADMOOR JUNIOR HIGH /DIRKSEN PRIMARY	MAYWOOD FROM WILLOW TO BROADMOOR ENTRANCE	PAGE 1

EDISON JUNIOR HIGH /C.B. SMITH PRIMARY	14 TH FROM CHESTNUT TO MATILDA ILLINOIS FROM EARL TO 14 TH EARL FROM ILLINOIS TO MATILDA MATILDA FROM EARL TO 14TH	PAGE 2
JEFFERSON PRIMARY	SUMMER FROM WALNUT TO WINTER CAPITOL FROM WALNUT TO WINTER PARK AVE FROM WEST EDGE OF FIRST BAPTIST PARKING LOT TO ALLEY BETWEEN 3 RD AND SUMMER	PAGE 3
PEKIN HIGH SCHOOL	STADIUM DRIVE FROM COURT TO THE NORTH SIDE OF MEMORIAL ARENA	PAGE 4
SCOTT ALTMAN PRIMARY	HIGHWOOD FROM POWERS TO MELANIE PLACE	PAGE 5
STARKE PRIMARY	HOLIDAY FROM SHERIDAN TO INDEPENDENCE	PAGE 6
WASHINGTON INTERMEDIATE /ST. JOSEPH	BUENA VISTA FROM THE EXISTING SIGN AT THE YWCA TO WASHINGTON WASHINGTON FROM BACON TO 7 TH 6 TH FROM ST. JOSEPH PLACE TO WASHINGTON	PAGE 7
WILLOW PRIMARY	VEERMAN FROM WILLOW TO WESTGATE	PAGE 8
WILSON INTERMEDIATE /FAITH BAPTIST	KOCH ST FROM 7 TH TO THE ALLEY BETWEEN 11 TH AND PEORIA	PAGE 9

BE IT FURTHER ORDAINED that all other parts of the Code of the City of Pekin 1995 as amended except as modified herein are hereby reaffirmed and ratified and are in full force and effect.

BE IT FURTHER ORDAINED that all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

BE IT FURTHER ORDAINED that this Ordinance shall be in full force and effect upon its passage, approval and publication as required by law.

PASSED AND APPROVED at the regular meeting of the City Council of the City of Pekin, this _____ day of _____, 2011; and upon roll call the vote was as follows:

AYES:

NAYS:

ABSENT:

ABSTAINING:

APPROVED this _____ day of _____, 2011.

Mayor

ATTEST:

City Clerk

CERTIFICATE

THE UNDERSIGNED CERTIFIES THAT SHE IS THE CITY CLERK FOR THE CITY OF PEKIN, ILLINOIS, AND THAT THE CITY COUNCIL AT A REGULARLY CONSTITUTED MEETING OF SAID CITY COUNCIL OF THE CITY OF PEKIN ON THE 25TH DAY OF JULY 2011 ADOPTED ORDINANCE NO. 1462-A309-11/12, A TRUE AND CORRECT COPY OF WHICH IS CONTAINED IN THIS PAMPHLET.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2011.

(SEAL)

SUE E. MCMILLAN
CITY CLERK

- G. Speed Limits in School Zones. No person shall drive a motor vehicle at a speed in excess of twenty (20) miles per hour while passing a school zone or while traveling upon any public thoroughfare on or across which children pass going to and from school during school days when school children are present.

SCHOOL ZONES

SCHOOL	ZONE	APPENDIX A
BROADMOOR JUNIOR HIGH /DIRKSEN PRIMARY	MAYWOOD FROM WILLOW TO BROADMOOR ENTRANCE	PAGE 1
EDISON JUNIOR HIGH /C.B. SMITH PRIMARY	14 TH FROM CHESTNUT TO MATILDA ILLINOIS FROM EARL TO 14 TH EARL FROM ILLINOIS TO MATILDA MATILDA FROM EARL TO 14 TH	PAGE 2
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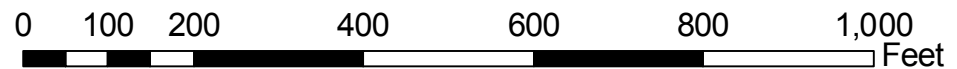
Control	On Street	At or From	To	Direction
Speed 20 mph School Zone	Broadway Road	N. Eighth Street	N. Ninth Street	EW
Speed 20 mph School Zone	Broadway Road	S. Sixth Street	S. Seventh Street	EW
Speed 20 mph School Zone	Buena Vista Avenue	Washington Street	½ Block North	NS
Speed 20 mph School Zone	Florence Avenue	Sheridan Road	Memorial Drive	NS
Speed 20 mph School Zone	Highwood Avenue	Summit Drive	Melanie Street	NS
Speed 20 mph School Zone	Holiday Drive	Sheridan Road	Independence Drive	NS
Speed 20 mph School Zone	Koch Street	S. Sixth Street	Peoria Street	EW
Speed 20 mph School Zone	N. Eighth Street	Broadway Road	Market Street	N
Speed 20 mph School Zone	N. Fourteenth Street	Illinois Street	Matilda Street	NS
Speed 20 mph School Zone	N. Ninth Street	Broadway Road	Market Street	NS
Speed 20 mph School Zone	S. Capitol Street	Walnut Street	Winter Street	NS
Speed 20 mph School Zone	S. Sixth Street	Washington Street	St. Joseph Place	NS
Speed 20 mph School Zone	Summer Street	Walnut Street	Winter Street	NS
Speed 20 mph School Zone	Veerman Street	Willow Street	Westgate Drive	NS
Speed 20 mph School Zone	Washington Street	S. Fourth Street	S. Seventh Street	EW

8-3-4: **TURNING MOVEMENTS:**

- A. Required Position and Method for Turning at Intersections: The driver of a vehicle intending to turn at an intersection shall do so as follows:
- Both the approach for a right turn and a right turn shall be made as close as practical to the right-hand curb or edge of the roadway.
 - At any intersection where traffic is permitted to move in both directions on each roadway entering the intersection, an approach for a left turn shall be made in that portion of the right half of the roadway nearest the center line thereof and by passing to the right of such center line where it enters the intersection, and



School Zone









School Zone

0 100 200 400 600 800 1,000 Feet









School Zone

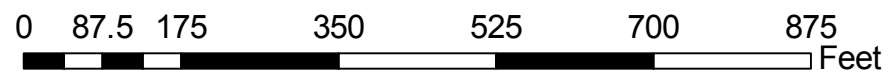
0 50 100 200 300 400 500 Feet





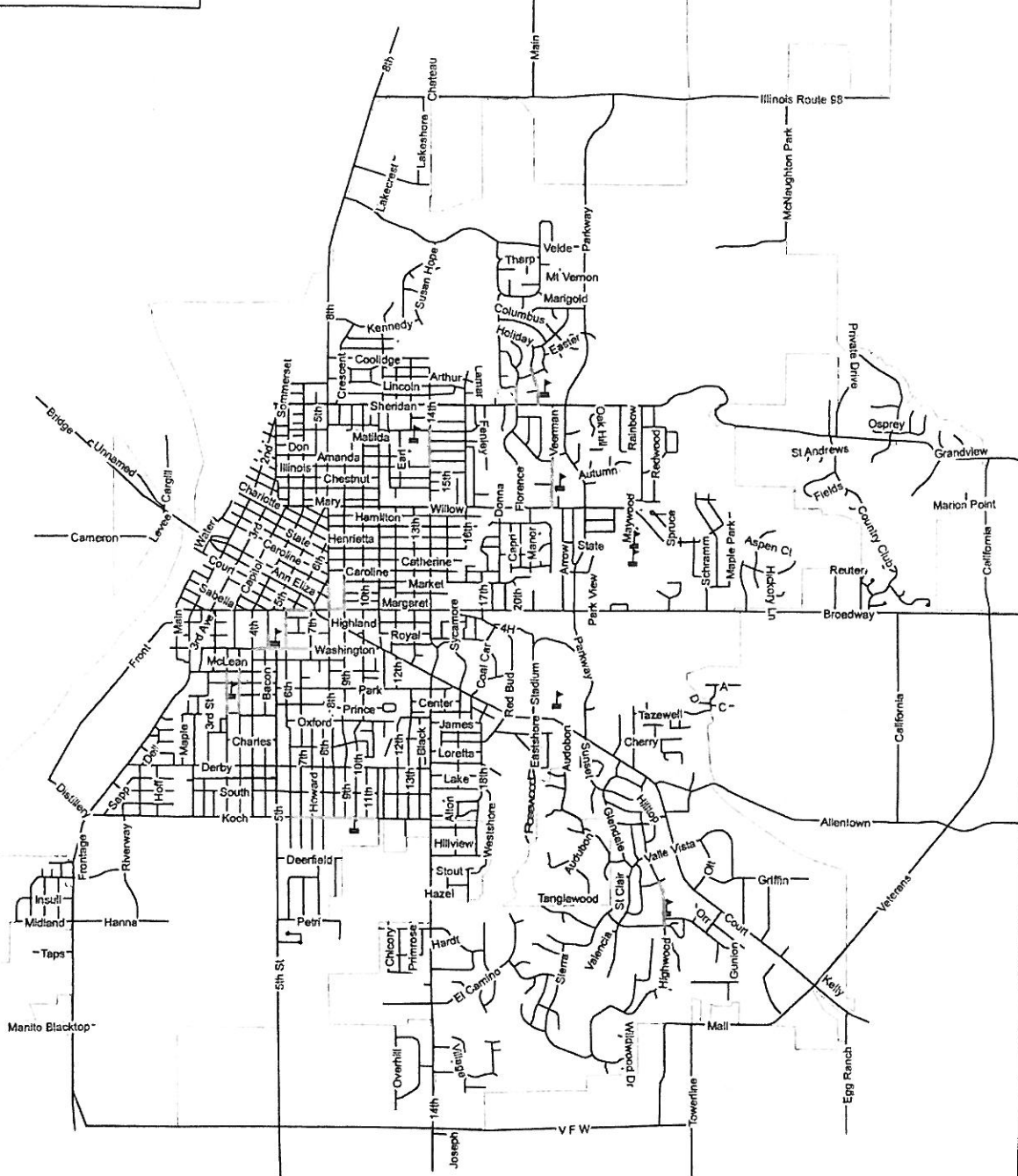


School Zone



Legend

-  School_Locals
-  City_Limits
-  20mph School Zone





Illinois Department of Transportation

Memorandum

CENTRAL BUREAU OF

2010 SEP 21 P 1:18

To: Darrell Lewis
From: Aaron A. Weatherholt
Subject: School Zone Signing
Date: September 17, 2010

LOCAL ROADS & STREETS

The 2009 MUTCD has added requirements for school zone signing. A School sign (S1-1) is now required to be placed in advance of a reduced school speed zone. MUTCD Table 2C-4 should be consulted to determine the placement of this sign. A Reduced School Speed Limit Ahead sign (S4-5) shall still be used in advance of the school zone for regulatory speed limits over 30 mph. This sign should be installed 500 to 600 feet in advance of the school speed zone when practical.

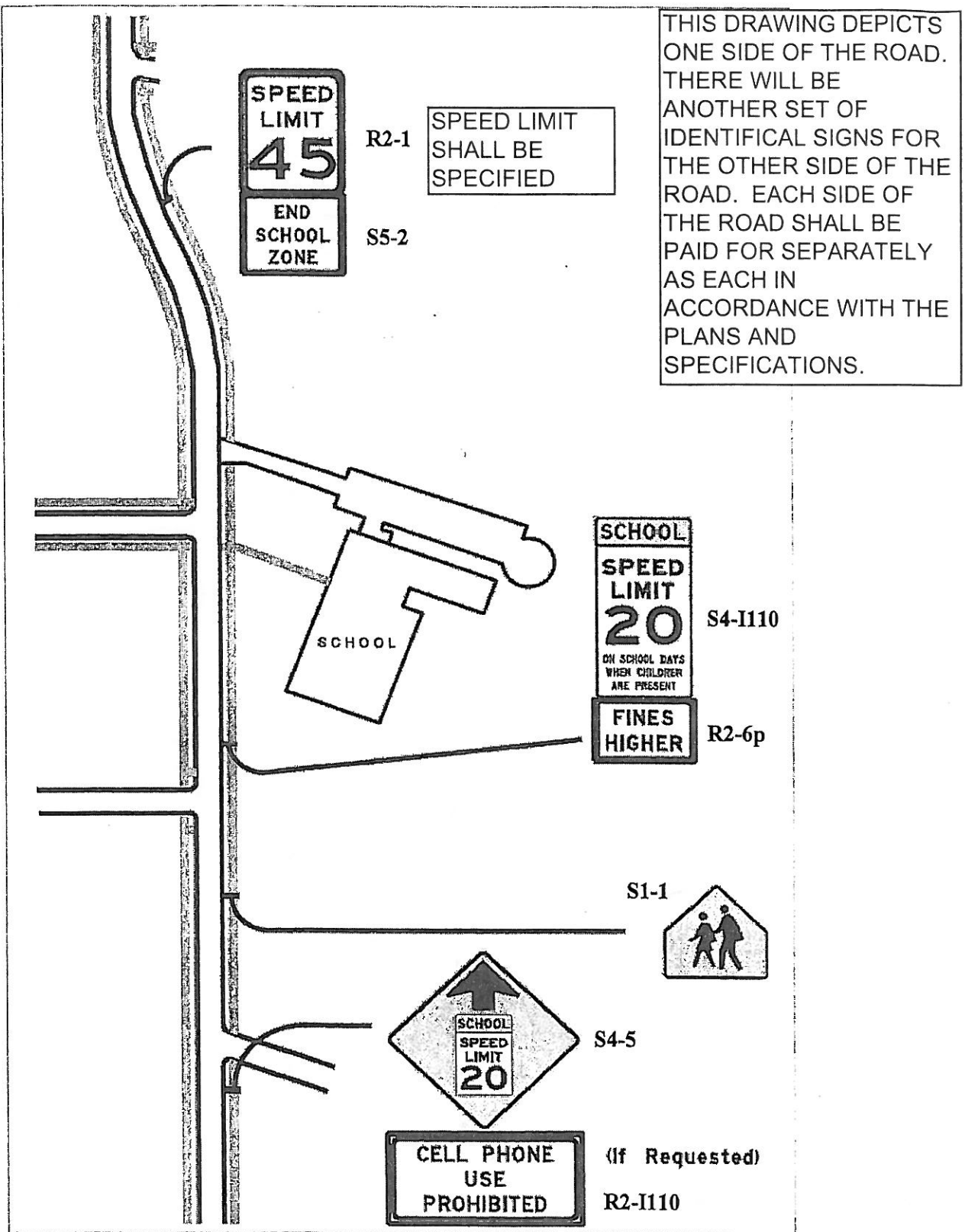
The 2009 MUTCD now requires an additional sign be installed when higher fines have been established for school speed zones. To meet this requirement, a Fines Higher plaque (R2-6P) shall be installed under the first school speed limit 20 mph sign. The 2009 MUTCD also requires additional signs to mark the end of a school zone and higher fines zone. To meet this requirement, an End School Zone sign (S5-2) shall be installed at the end of the designated 20 mph school speed zone. Above this sign, a standard Speed Limit sign (R2-1) shall be installed to remind drivers of the regulatory speed limit.

Public Act 096-131 prohibits the use of cell phones while driving in a school speed zone. To accommodate this law, the department will allow the installation of CELL PHONE USE PROHIBITED signs (R2-I110) (see attached sign designs). These signs shall only be installed on roadways under the jurisdiction of the state if requested by a local agency and approved by the department. The local agency shall be responsible for the fabrication, installation and maintenance of these signs. All school speed zones within a community shall have a consistent display of the CELL PHONE USE PROHIBITED sign (R2-I110) if requested and approved. If used, this sign should be installed under the Reduced School Speed Limit Ahead sign (S4-5). If a Reduced School Speed Limit Ahead sign (S4-5) is not present, the CELL PHONE USE PROHIBITED sign (R2-I110) may be installed separately or under the School sign (S1-1).

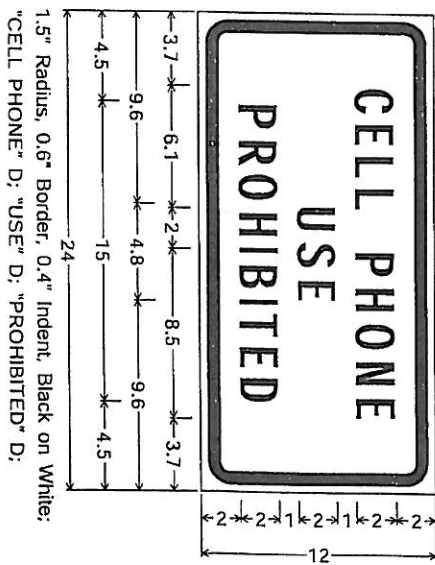
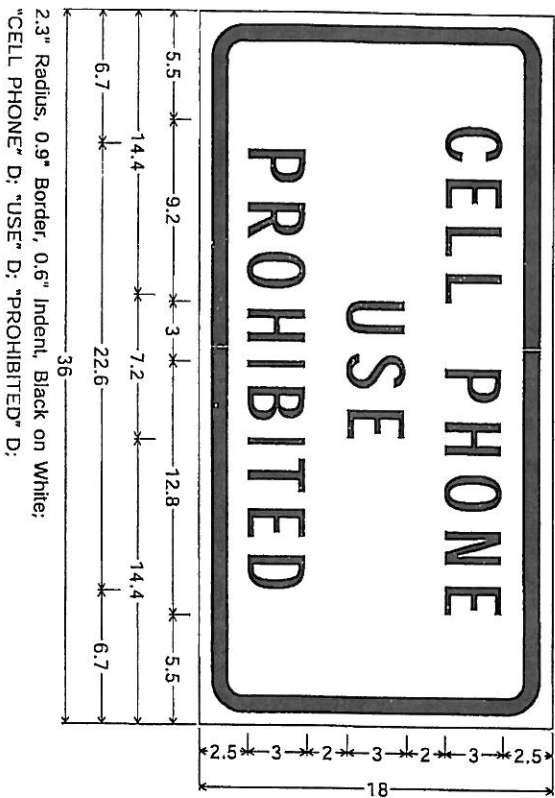
Please contact Kyle Armstrong at (217) 782-7414 if you have any further questions.

Engineer of Operations

cc: Kyle Armstrong



R2-1110





REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk

From: Sarah Newcomb, Human Resources Director

AGENDA ITEM: Social Security Number policy

AGENDA DATE REQUESTED: 7/25/11

ACTION REQUESTED: 7/25/11

BACKGROUND: The State of Illinois Public Act 096-0874 commonly known as the Identity Protection Act requires that all municipalities and public employers must adopt and have in place a policy regarding the use, collection, disclosure and altogether safe keeping of individual's Social Security Numbers. This proposed ordinance establishes that policy and incorporates the policy into the employee handbook and provides a document to all individuals who provide their social security number to the City of Pekin. Not only do the Human Resources and Payroll departments collect social security numbers regularly, but also, the Police and Fire departments along with other departments on a more intermittent basis. This policy will ensure that all City employees guard social security numbers properly and effectively and only share them in an authorized manner.

FINANCIAL IMPACT: N/A.

NEIGHBORHOOD CONCERNS: N/A

IMPACT IF APPROVED: The employees and citizens of Pekin will have assurance that their personal social security number is handled professionally and properly by the City of Pekin.

IMPACT IF DENIED: The City of Pekin will not be in compliance with Illinois Public Act 096-0874

ALTERNATIVES:

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes]

- ☐ **A Prosperous Community.** To promote and sustain a balanced economy that supports expansion and retention of Family-way jobs.
- ☐ **A Safe Community.** To protect community life and property by providing effective, principled Police and Fire services.
- ☐ **A Strong Foundation.** To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.

- ☐ **A High Quality of Life.** To support or provide services that improves the quality of life for Pekin's residents.
- ☒ **An Effective Government.** To deliver effectively the services that Pekin's residents want, need, and are willing to support.

REQUIRED SIGNATURES

Department Director

James G. Dewant

7/14/11

Date

Finance Department

Angie Evans

7-14-11

(Certification of Availability of Funds)

Date

Corporation Counsel

J. B. B. B.

7-14-11

Date

City Manager

Joseph W. Wall

7/14/11

Date

ORDINANCE NO. 2642-11/12

**ESTABLISHING A POLICY WITH REGARD TO THE COLLECTION, USE, AND
COMMUNICATION OF INDIVIDUALS SOCIAL SECURITY NUMBERS**

WHEREAS, the City of Pekin (City) is a home-rule unit of government existing within the State of Illinois; and

WHEREAS, the City is subject to the terms of the Illinois Identity Protection Act (Act) as amended from time to time; and

WHEREAS, by Public Act 096-0874, the Act has been amended and now mandates that no later than July 1, all municipalities and public employers must adopt and have in place and practice a policy regarding the collection, use, and disclosure of individual's Social Security numbers; and

WHEREAS, improper disclosure of protected personal identifiers such as social security numbers contributes to identity theft or theft of savings incidents; and

WHEREAS, it currently exists, the City of Pekin does conform to the Red Flag Identity Theft program, but does not specifically contain a proper procedure for collecting, using, and communicating Social Security numbers so as to prevent improper or accidental disclosure; and

WHEREAS, the Mayor and City Council hereby find and determine that it is reasonable, necessary, desirable, and otherwise in the best interest of the City to adopt policy rules to prevent unnecessary, improper, or inadvertent disclosure of an individual's Social Security number.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PEKIN, COUNTY OF TAZEWELL, STATE OF ILLINOIS, AS FOLLOWS:

SECTION 1. Recitals. The foregoing recitals shall hereby be incorporated into and made a part of this Ordinance as if fully set forth in this Section.

SECTION 2. Approval and Adoption of Policy Relating to Social Security Numbers. In order to establish a policy and rules for the collection, use, and communication of Social Security numbers in compliance with the Act, the Mayor and City Council hereby approve and adopt a policy with regard to the collection, use, and communication of individual's Social Security numbers in substantially the same form as attached to this Ordinance, but subject to amendment from time-to-time as deemed necessary to maintain compliance with the Act.

SECTION 3. Penalty. Any person who violates paragraph 2 of this Policy (Section 10 of the Act) is guilty of a Class B misdemeanor. For purposes of the violation of the City code, said person is subject to a fine of \$100.00 for the first such violation and a \$500.00 fine for each violation thereafter. For purposes of criminal prosecution, such person may face any or all penalties that the State Legislature may establish from time-to-time for the commission of Class B misdemeanors, including incarceration.

SECTION 4. Severability. If any provision of this Ordinance or policy is held to be invalid or unenforceable, it shall not affect any other provision of the Ordinance or policy.

SECTION 5. Conflicting Provisions. All prior ordinances, resolutions, motions, or orders in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 6. Publication and Effective Date. This Ordinance shall be published immediately upon passage and approval and be in full force and effect immediately upon its passage and approval as provided by law.

SECTION 7. Employee Handbook. The policy with regard to the collection, use and communication of an individual's Social Security Number shall be hereto attached along with attachment A to the Employee Handbook as a part of the City of Pekin Personnel Policy as section 9.5 Social Security Number Policy and Practice.

PASSED by the Mayor and the City Council of the City of Pekin, County of Tazewell, State of Illinois, upon motion by Councilman _____, seconded by Councilman _____, adopted on the following roll call vote on the 25th day of July, 2011, and deposited and filed in the Office of the City Clerk of Pekin Illinois.

	Aye	Nay	Absent
Tom Blanchard	_____	_____	_____
John Able	_____	_____	_____
Chad Schmidgall	_____	_____	_____
Cody Hendricks	_____	_____	_____
John Neumann	_____	_____	_____
Fred Massaglia	_____	_____	_____

APPROVED AND SIGNED by the Mayor of the City of Pekin, Illinois, this 25th day of July, 2011.

Mayor

Attest:

City Clerk
(SEAL)

Chapter 1 Administration Article 8
City Policy with Regard to the Collection, Use and Communication of Individual's
Social Security Numbers

This policy is to comply with Public Act 096-0874 of the State of Illinois, cited as the Identity Protection Act.

Section 1. Definitions

"Person" means any individual in the employ of the City of Pekin ("City").

"Publicly post" or "publicly display" means to intentionally communicate or otherwise intentionally make available to the general public.

Section 2. Prohibited Activities

(a) No officer or employee of the City shall do any of the following:

- (1) Publicly post or publicly display in any manner an individual's social number.
- (2) Print an individual's social security number on any card required for the individual to access products or services provided by the person or entity.
- (3) Require an individual to transmit his or her social security number over the Internet, unless the collection is secure or the social security number is encrypted.
- (4) Print an individual's social security number on any materials that are mailed to the individual, through the U.S. Postal Service, any private mail service, electronic mail, or any similar method of delivery, unless State or federal law requires the social security number to be on the document to be mailed. Notwithstanding any provision in this Section to the contrary, social security numbers may be included in applications and forms sent by mail, including, but not limited to, any material mailed in with the administration of the Unemployment Insurance Act, any material mailed in connection with any tax administered by the Department of Revenue, and documents sent as part of an application or enrollment process or to establish, amend, or terminate an account, contract, or policy or to confirm the accuracy of the social security number. A social security number that may permissibly be mailed under this Section may not be printed, in whole or in part, on a postcard or other mailer that does not require an envelope or be visible on an envelope without the envelope having been opened.

(b) Except as otherwise provided in this policy, July 1, 2011, no officer or employee of the City shall do any of the following:

- (1) Collect, use, or disclose a social security number from an individual, unless (i) required to do so under State or federal law, rules, or regulations, or the collection, use, or disclosure of the social security number is otherwise necessary for the performance of that agency's duties and responsibilities; (ii) the need and purpose for the social security number is documented before collection of the social security number; and (iii) the social security number collected is relevant to the documented need and purpose.
- (2) Require an individual to use his or her social security number to access an Internet website.

(3) Use the social security number for any purpose other than the purpose for which it was collected.

(c) The prohibitions in subsection (b) do not apply in the following circumstances:

(1) The disclosure of social security numbers to agents, employees, contractors, or subcontractors of the City or disclosure to another governmental entity or its agents, employees, contractors, or subcontractors if disclosure is necessary in order for the entity to perform its duties and responsibilities; and, if disclosing to a contractor or subcontractor, prior to such disclosure, the officer or employee of the City must first receive from the contractor or subcontractor a copy of the contractor's or subcontractors policy that sets forth how the requirements imposed under this Policy on the City to protect an individual's social security number will be achieved.

(2) The disclosure of social security numbers pursuant to a court order, warrant, or subpoena.

(3) The collection, use, or disclosure of social security numbers in order to ensure the safety of: City employees, persons committed to correctional facilities, local and other law enforcement facilities or retention centers; wards of the State; and all persons working in or visiting a City facility.

(4) The collection, use, or disclosure of social security numbers for internal verification or administrative purposes.

(5) The collection or use of social security numbers to investigate or prevent fraud, to conduct background checks, to collect a debt, to obtain a credit report from a consumer reporting agency under the federal Fair Credit Reporting Act, to undertake any permissible purpose that is enumerated under the federal Gramm Leach Bliley Act, or to locate a missing person, a lost relative, or a person who is due a benefit such as a pension benefit or an unclaimed property benefit.

(d) Any standards of the City for the collection, use, or disclosure of social security numbers that are stricter than the standards under this policy with respect to the protection of those social security numbers, then, in the event of any conflict with the provisions of this policy, the stricter standards adopted by the City shall control.

Section 3. Public Inspection and Copying of Documents

Notwithstanding any other provision of this policy to the contrary, all officers and employees of the City must comply with the provisions of any other State law with respect to allowing the public inspection and copying of information or documents containing all or any portion of an individual's social security number. All officers and employees of the City must redact social security numbers from the information or documents before allowing the public inspection or copying of the information or documents.

Section 4. Applicability

(a) This policy does not apply to the collection, use, or disclosure of a social security number as required by State or federal law, rule, or regulation.

(b) This policy does not apply to documents that are required to be open to the public under any State or federal law, rule, or regulation, applicable case law, Supreme Court Rule, or the Constitution of the State of Illinois.

Section 5. Compliance with Federal

If a federal law takes effect requiring any federal agency to establish a national unique patient health identifier program, the City shall follow that law.

Section 6. Embedded Social Security Numbers

Beginning July 1, 2011, no officer or employee of the City may encode or embed a social security number in or on a card or document, including, but not limited to, using a bar code, chip, magnetic strip, RFID technology, or other technology, in place of removing the social security number as required by this policy.

Section 7. Identity--Protection Requirements

- (a) All officers, employees and agents of the City identified as having access to social security numbers in the course of performing their duties to be trained to protect the confidentiality of social security numbers. Training shall include instructions on the proper handling of information that contains social security numbers from the time of collection through the destruction of the information.
- (b) Only employees who are required to use or handle information or documents that contain social security numbers have access to such information or documents.
- (c) Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if required to be released as part of a public records request.
- (d) When collecting a social security number or upon request by the individual, a statement of the purpose or purposes for which the City is collecting and using the social security number be provided.
- (e) A written copy of this privacy policy and any amendment thereto, shall be filed with the City Council within 30 days after approval of this policy or any amendment thereto.
- (f) The City shall advise its employees of the existence of the policy and make a copy of the policy available to each employee, and shall also make this privacy policy available to any member of the public, upon request. If the City amends privacy policy, then the City shall also advise its employees of the existence of the amended policy and make a copy of the amended policy available to each employee.

Section 8. Violation

Any person who intentionally violates the prohibitions in Section 10 of the Identity Protection Act (Paragraph 2 of this policy) is guilty of a Class B misdemeanor.

Section 9. Supersede This policy does not supersede any more restrictive law, rule, or regulation regarding the collection, use, or disclosure of social security numbers.

Section 10. Statement of Purpose: See (Attachment) A

Attachment A

What does the City of Pekin do with your Social Security Number?

Statement of Purpose for Collection of Social Security Numbers Identity Protection Policy

The Identity Protection Act, 5 ILCS 179/1 *et seq.*, requires each local and state government agency to draft, approve and implement an Identity-Protection Policy that includes a statement of the purpose or purposes for which the agency is collecting and using an individual's Social Security number (SSN). This statement of purpose is being provided to you because you have been asked by the City of Pekin to provide your SSN or because you requested a copy of this statement.

Why do we collect your Social Security number?

You are being asked for your SSN for one or more of the following reasons:

- Complaint mediation or investigation;
- Crime victim compensation;
- Vendor services, such as executing contracts and/or billing and accounts payable;
- Law enforcement investigation;
- Child support collection;
- Internal verification;
- Administrative services and or;
- Emergency Medical Service response, disease control, hospitalization or other medical necessity;
- Other: _____

What do we do with your Social Security number?

- We will only use your SSN for the purpose for which it was collected.
- We will not:
 - Sell, lease, loan, trade, or rent your SSN to a third party for any purpose;
 - Publicly post or publicly display your SSN;
 - Print your SSN on any card required for you to access our services;
 - Require you to transmit your SSN over the Internet, unless the connection is secure or your SSN is encrypted; or
 - Print your SSN on any materials that are mailed to you, unless State or Federal law requires that number to be on documents mailed to you, or unless we are confirming the accuracy of your SSN.

What do we do with your Social Security number?

Write to the City of Pekin:

City of Pekin
City Clerk's Office
111 S. Capitol St.
Pekin, IL 61554



111 S. Capitol St. Pekin IL 61554

Collection, Use and Communication of Individual's Social Security Numbers

I acknowledge that I received a copy of the City of Pekin's Policy with regard to the collection, use and communication of Individual's Social Security Numbers. I have reviewed and understand the policy. I agree to follow and abide by this policy throughout my employment with the City of Pekin.

Print Name

Date

Signature

For Special Use Request

Name **K & R Automotive**

Address **1404 Broadway**

Phone # **(309) 258 7528**

Contact Person **Ron Trimmer, Kimberly Wright**

Required Information – Approval Dates		Public Works Director	City Engineer	Code Enforcement	Fire Chief
1.	Subdivision Name and Lot Number				
2.	Local Cross Streets Broadway St. between 14th & Sycamore				
3.	Lot Layout, Dimension and Setbacks See attached layout				
4.	Public Access			Existing	
5.	Easements				
6.	Sanitary Sewer Locations, Size			Existing / 10" lateral	
7.	HEPA Sanitary Sewer Permit			N/A	
8.	Storm Sewer Location and Size			Existing / must show location	
9.	Proper Zoning (Current) B-3			B-3	
10.	Parking Spaces and Surface See attached layout				
11.	Sidewalks See attached layout				
12.	Landscaping See attached layout				
13.	ADA Compliance See attached layout				
14.	Driveway Openings (curb cuts)			Existing	
15.	TIF Area			N/A	
16.	Signage Exterior See attached layout				
17.	Lighting Exterior See attached layout				
18.	Floor Plan Shown and Dimensions			Both Buildings	
19.	Screening or Fencing – Barbed Wire or Electric			Dumpster	
20.	Loading and Unloading Areas Shown and Dimensions			N/A	
21.	Fire Hydrant Location				
22.					
23.					
24.					

PUBLIC WORKS COMMENTS:

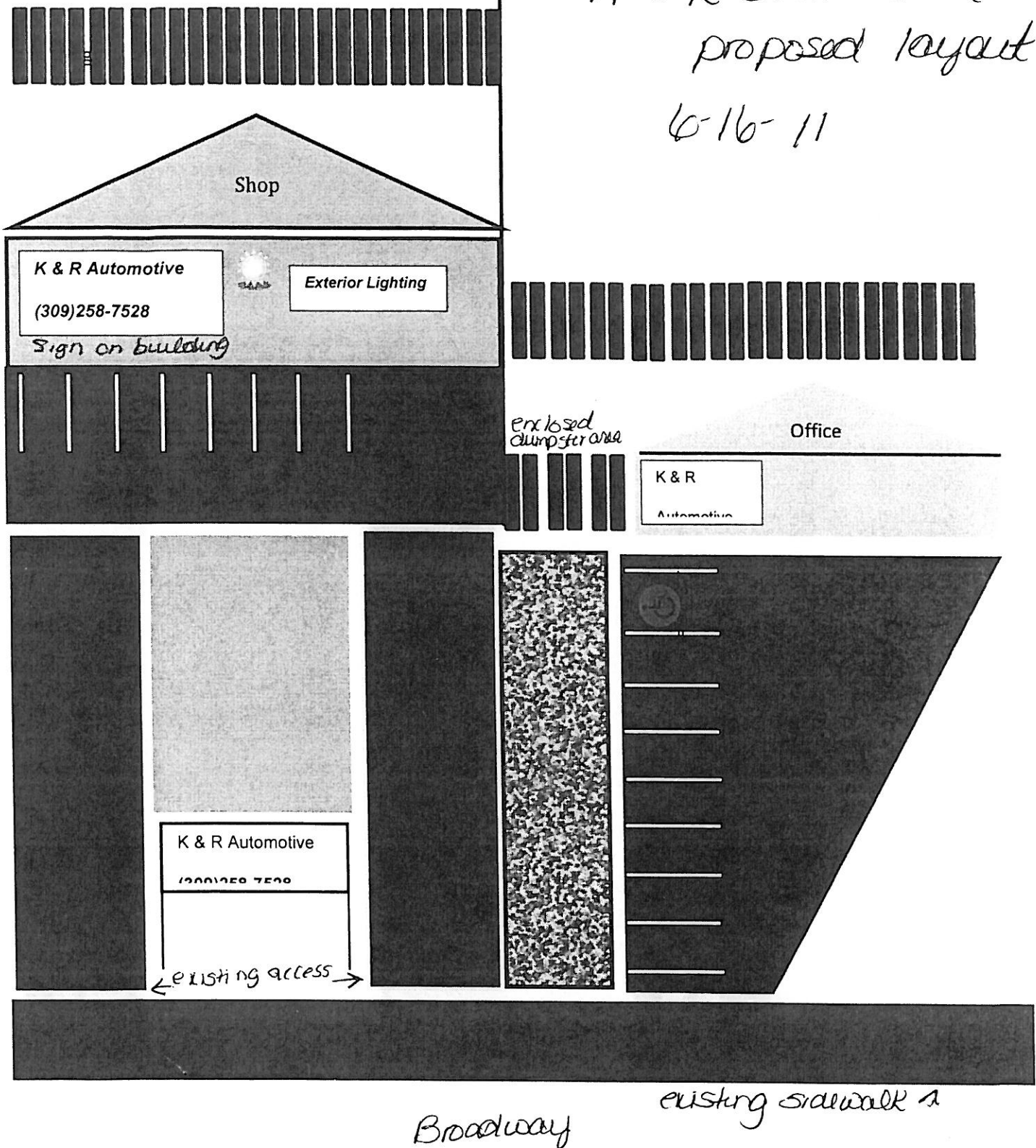
City Engineer Comments:

Code Enforcement Comments:

Fire Chief Comments:

Other Comments:

K & R Automotive proposed layout 6-16-11



White Rock

Parking Spaces



Grass



Concrete



Privacy Fence



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk & City Manager

From: Leigh Ann Matthews

AGENDA ITEM: Agreement with Peckham, Guyton, Albers, & Viets, Inc. (PGAV) for Technical Services and Assistance

AGENDA DATE REQUESTED: July 25, 2011

ACTION REQUESTED: Approve the agreement with PGAV for technical support as requested on special projects in an amount not to exceed \$25,000.

DESCRIPTION: With the interest in the City of Pekin as a potential place to build or expand a business increasing, I feel that having a firm that specializes in reviewing development agreements, bonding methods, and TIF administration a valuable asset. PGAV has been assisting the City for many years on just these types of issues and are currently working on the south side industrial TIF proposal. This new agreement is to secure their services for future projects/proposals to assist in the review process should it be deemed necessary.

Until a request is sent in for assistance, there are no costs associated with the agreement. I recommend that this agreement be approved for an amount not to exceed \$25,000.

FINANCIAL IMPACT: Potentially \$25,000 from various sources depending on the project.

NEIGHBORHOOD CONCERNS: None

IMPACT IF APPROVED: Will provide us with a good resource for reviewing potential project proposals if necessary

IMPACT IF DENIED: Will leave us without an immediate resource should the need to get an opinion on an offer arises

ALTERNATIVES: None

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes. Copy this check mark √ and paste it to the left of the relevant theme.]

	A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
	A Safe Community. To protect community life and property by providing effective, principled police and fire services.
	A Strong Foundation. To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
	A High Quality of Life. To support or provide services that improves the quality of life for Pekin's residents.
√	An Effective Government. To deliver effectively the services that Pekin's residents want, need, and are willing to support.

REQUIRED SIGNATURES**Department Director:**

Date:

Leigh Ann Matthews 7/13/11

Finance Department (Certification of Availability of Funds):

Date:

7-14-11 Angel Evans

Corporation Counsel:

Date:

7-14-11 H. Basil

City Manager:

Date:

7/14/11 Joseph W. Hallen

AGREEMENT FOR TECHNICAL SERVICES AND ASSISTANCE{PRIVATE }

§

BETWEEN

THE CITY OF PEKIN, ILLINOIS
AND
PECKHAM GUYTON ALBERS & VIETS, INC.

§

THIS AGREEMENT, is entered into on the date and by execution shown hereafter, by and between the City of Pekin, Illinois, hereinafter referred to as the "City" and Peckham Guyton Albers & Viets, Inc., hereinafter referred to as the "PGAV".

Witnesseth:

Whereas, the City has determined that among its core functions is the ongoing planning, economic development and redevelopment of the community; and

Whereas, the City from time to time requires special expertise and assistance to assist in these activities; and

Whereas, the City wishes to secure technical assistance to serve the City on an as needed basis regarding tax increment financing, economic development incentives and other community development matters; and

Whereas, PGAV is duly experienced in providing expert advice in the fields of community planning, economic development and TIF;

Now, Therefore, the parties hereto do mutually agree as follows:

I. SCOPE OF SERVICES

PGAV will, upon request of the City, assist in matters related to: consultation on tax increment financing matters, including amending TIF Redevelopment Plans; TIF administration; review of redevelopment agreements between the City and developers; or consultation on other planning, zoning or economic development matters as shall be determined.

II. TIMING OF PERFORMANCE

The services of PGAV will be available immediately upon acceptance of this Agreement and will be undertaken and completed in accordance with a mutually agreed upon schedule. Work will be initiated on a task when authorized by the City in the form of a written or verbal task order issued by the City Manager or City Attorney.

III. FEE AND METHOD OF COMPENSATION

- A. Compensation shall be made to PGAV in accordance with the following hourly rate schedule, not to exceed the amount of Twenty-Five Thousand Dollars (\$25,000), inclusive of reimbursable expenses, without written authorization from the City:

Project Staff	Hourly Rate
Vice President	\$200
Director/Assoc. Director, Urban Consulting	\$175
Senior Project Mgr./Senior Architect	\$160
Project Architect/Landscape Architect	\$120
Project Manager/Project Planner/GIS Manager	\$110
Administrative/Technical Assistance	\$90

- B. Reimbursable expenses will consist of mileage, long distance telephone charges, express delivery charges, photographic expenses, the cost of printing or other reproduction of documents, fees or charges for documents owned by others, and other "out-of-pocket" expenses required to provide the services described. Such expenses will be billed at their direct cost to PGAV.
- C. If the City fails to make payment due PGAV for services and reimbursable expenses within 60 days after receipt of our initial statement, PGAV will suspend services under this agreement until PGAV has been paid in full the amounts due for services and expenses.
- D. If for any reason the City determines that a task properly initiated under the terms of this Agreement should not proceed, the City will inform PGAV in writing that they wish to terminate the task. The date of said termination shall occur upon receipt of the written notice of termination by PGAV via the U.S. Postal Service or facsimile (followed by receipt of an original signature copy). The City will pay to PGAV an amount representing the work performed to the date of termination in accordance with the hourly rate schedule herein for the classification of personnel involved with the work plus any reimbursable expenses which have been incurred by PGAV to that date.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed this _____ day of _____, 2011.

ATTEST:

CITY OF PEKIN

Sue McMillan, City Clerk

Laurie L Barra, Mayor

ATTEST:

PECKHAM GUYTON ALBERS & VIETS, INC.

Michael P. Weber
Director, Urban Consulting

John W. Brancaglione
Vice President