



Village of Savoy

Wednesday, September 4, 2019 – 7:00 p.m.

Village of Savoy Board of Trustees Meeting

Meeting Location:

Robert C. McCleary Municipal Center
611 North Dunlap Avenue
Savoy, IL

Note: The full Board of Trustees Meeting packet is now available online at: www.village.savoy.il.us

AGENDA - BOARD OF TRUSTEES MEETING

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. PUBLIC PARTICIPATION
4. OTHER AGENDA ITEMS
5. CONSENT AGENDA
 - A. MINUTES - Board of Trustees of 8-7-19
 - B. MINUTES - Board of Trustees of 8-21-19
6. BUSINESS
 - A. FUEL ISLAND – SAVOY DEPT. OF PUBLIC WORKS
 - B. UPDATING TORNADO SIRENS – SAVOY DEPT. OF PUBLIC WORKS
 - C. APPROVAL OF CHAMPAIGN COUNTY GIS CONSORTIUM INTERGOVERNMENTAL AGREEMENT
7. STAFF REPORTS
 - A. VILLAGE MANAGER
 - B. ASSISTANT VILLAGE MANAGER/DIRECTOR OF PUBLIC WORKS/ENGINEER
 - C. ASSISTANT DIRECTOR OF PUBLIC WORKS
 - D. ZONING ADMINISTRATOR
 - E. DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT
 - F. VILLAGE CLERK
 - G. VILLAGE ATTORNEY
 - H. CHAMPAIGN COUNTY SHERIFF'S DEPARTMENT
8. CORRESPONDENCE/THANK YOUS, MISC. – See Correspondence, etc. in your folder.
9. BOARD OF TRUSTEES COMMUNICATIONS
10. FUTURE MEETINGS (All meet at Robert C. McCleary Municipal Center, 611 N. Dunlap, unless otherwise noted) (SEE SEPTEMBER 2019 CLERK'S CALENDAR)
11. ADJOURN



Village of Savoy

Robert C. McCleary Municipal Center
611 North Dunlap Avenue
Savoy, IL

<u>MINUTES OF</u> <u>BOARD OF TRUSTEES MEETING</u>

DATE: August 7, 2019 PLACE: ROBERT C. MCCLEARY MUNICIPAL CENTER
611 North Dunlap Avenue
Savoy, IL 61874

TRUSTEES PRESENT: President Joan E. Dykstra
Trustee John P. Brown
Trustee Heather J. Mangian
Trustee Jan Carter Niccum
Trustee A.J. Ruggieri
Trustee Bill Vavrik

TRUSTEES ABSENT: Trustee Dee Shonkwiler

STAFF/PERSONNEL
PRESENT: Dick Helton, Village Manager
Levi Kopmann, Assistant Village Manager/
Public Works/Engineer
Jesse Stephens, Assistant Director of Public Works
Dan Davies, Zoning Administrator
Billie Jean Krueger, Village Clerk

STAFF/PERSONNEL
ABSENT: Dennis Donaldson, Director of Planning & Econ. Dev.

GUESTS PRESENT: Champaign County Deputy Mark Maidens

CONVENED: 7:00 P.M.

ADJOURNED: 7:35 P.M.

1. CALL TO ORDER AND ROLL CALL

President Dykstra called the meeting to order at 7:00 p.m. Roll was called of President Dykstra and all Trustees with President Dykstra and all Trustees answering present, except Trustee Shonkwiler was absent, and a quorum declared.

2. PLEDGE OF ALLEGAIANCE

President Dykstra led the Pledge of Allegiance to the flag.

3. PUBLIC PARTICIPATION

President Dykstra asked if there was any public participation. None received.

4. OTHER AGENDA ITEMS

President Dykstra asked for other agenda items to be added. None were added

5. APPROVAL OF MINUTES

- 1. MINUTES - Board of Trustees of 6-26-19
- 2. MINUTES – Closed Board of Trustees of 6-26-19
- 3. MINUTES – Board of Trustees of 7-3-19
- 4. MINUTES – Closed Board of Trustees of 7-3-19
- 5. MINUTES – Board of Trustees of 7-11-19
- 6. MINUTES – Closed Board of Trustees of 7-11-19
- 7. MINUTES - Board of Trustees of 7-17-19

Trustee Mangian requested a correction on page 2 of the Closed Board of Trustees Minutes of 7-3-19.

Village Manager Dick Helton requested a correction on page 2 of the Closed Board of Trustees Minutes of 7-11-19. Both corrections so noted by President Dykstra, the Trustees, and the Village Clerk.

Trustee Vavrik made a motion to approve the Board of Trustees Minutes of 6-26-19, as presented, Board of Trustees Minutes of 7-3-19, as presented, Board of Trustees Minutes of 7-11-19, as presented, Board of Trustees Minutes of 7-17-19, as presented, Closed Board of Trustees Minutes of 6-26-19, as presented, Closed Board of Trustees Minutes of 7-3-19, as corrected, and Closed Board of Trustees Minutes of 7-11-19, as corrected, seconded by Trustee Brown;

By Trustee vote: Brown, yes; Mangian, yes; Niccum, yes; Ruggieri, yes; and Vavrik; yes; Absent: Shonkwiler

Motion carried.

6. BUSINESS

No business to act on.

7. STAFF REPORTS

A. VILLAGE MANAGER

Village Manager Dick Helton presented his written monthly report for the month of July, 2019.

Trustee Niccum asked, since the Curtis Road Grade Separation grant was not approved, should the Board of Trustees begin discussion on the possibility of another fire station on the east side of Dunlap Avenue.

Dick Helton stated he believed Staff needed to first think about staffing the present Fire Station.

Trustee Mangian stated she was in favor of at least discussion on the possibility of another fire station east of Dunlap Avenue. Helton stated he would be in favor of selecting a future Board of Trustees Study Session on this matter. President Dykstra stated she wanted to wait until a new Fire Chief is in place.

B. ASSISTANT VILLAGE MANAGER/PUBLIC WORKS/ENGINEER and ASSISTANT DIRECTOR OF PUBLIC WORKS

Assistant Village Manager/Public Works/Engineer, Levi Kopmann, and Jesse Stephens, Assistant Director of Public Works, presented the Public Works Department's written monthly report for the month of July, 2019.

Kopmann stated that since Savoy was unsuccessful with the grant for the Curtis Road Grade Separation, Staff was looking in to other possible grants.

Trustee Niccum asked if the Public Works Dept. had any future plans to repair the Mouton Court pavement? Jesse Stephens said it is on the list right behind the Pheasant Lane road work.

Trustee Mangian inquired if the Public Works Dept. knew where the bus stops will be, since school will be starting soon and thought it would be a good idea to inform the parents. Stephens said he was waiting for a call back from the Unit 4 Bus Garage.

C. ZONING ADMINISTRATOR

Dan Davies, Zoning Administrator, presented the Zoning Report for the month of July 2019.

Trustee Vavrik asked Davies what the completion date was on the KFC remodeling project. Davies stated probably a few weeks out. Trustee Niccum said he heard not until end of September.

D. DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT

In Dennis Donaldson's absence, his written monthly report for the month of July, 2019 was reviewed by President Dykstra and the Trustees.

E. CLERK

President Dykstra and the Board of Trustees reviewed the Village Clerk's written monthly report for the month of July, 2019.

F. VILLAGE ATTORNEY

Village Attorney Marc Miller was not present, but President Dykstra and the Trustees reviewed his July, 2019 Status Report.

G. CHAMPAIGN COUNTY SHERIFF'S OFFICE REPORT

Deputy Mark Maidens was present to give a report from the Champaign County Sheriff's Department for the month of July.

Maidens gave a report of the Deputies' activities for the month of July as follows:

- Three vehicle burglaries – same applies – vehicles were unlocked
- Also, ongoing problems with residents leaving garage doors open
- Ongoing problems at Colbert Park – signs shot with pellet guns and damage to Savoy Little Library book display. People smoking cannabis in cars.

Deputy Maidens stated it has been an ongoing mission of his to check Colbert Park frequently, but he believes a camera is needed to be permanently mounted on a pole at the entrance of Colbert Park to check cars and license plates going in and out.

Maidens also pointed out that a doorbell ring camera was used to find the person stealing a trailer at the 500 block on West Church Street in Savoy.

8. BOARD OF TRUSTEES COMMUNICATIONS

Trustee Vavrik mentioned this was "National Engineer Day". Trustee Vavrik stated he thought it would be a good idea to put the "speed wagon" out in Prairie Fields since school would be starting soon and there still is a lot of speeding going on in that area.

President Dykstra stated the update to the Savoy Comprehensive Plan had been completed and had been give to various Savoy Boards and there would possibly be a combined meeting with the Board of Trustees and all Savoy Boards in September to review the update. Trustee Niccum mentioned that Savoy needs to look at clean industrial development in the Comprehensive Plan.

Trustee Niccum also stated he believed Savoy need to be more involved with the Champaign Unit 4 School District like the Champaign City Council.

9. ADJOURN

There being no further business to come before the open and public Board of Trustees meeting, President Dykstra adjourned the meeting at 7:35 p.m.

Respectfully Submitted,

Billie Jean Krueger

Billie Jean Krueger, Village Clerk

This meeting was recorded.

Approved this ____ day of September, 2019.

Billie Jean Krueger, Village Clerk



Village of Savoy

Robert C. McCleary Municipal Center

611 North Dunlap Avenue

Savoy, IL 61874

MINUTES OF BOARD OF TRUSTEES MEETING

DATE: August 21, 2019

PLACE: Robert C. McCleary Municipal Center
611 North Dunlap Ave.
Savoy, IL 61874

TRUSTEES PRESENT: President Joan Dykstra, Trustees Heather J. Mangian,
Jan Carter Niccum, Dee Shonkwiler, and Bill Vavrik

TRUSTEES ABSENT: Trustee John Brown, Trustee A.J. Ruggieri

OFFICERS AND

PERSONNEL PRESENT: Richard Helton, Village Manager
Dennis Donaldson, Village Treasurer
Brandon Martin, Director of Savoy Recreation Center
Lon Pitcher, Acting Fire Chief, Savoy Fire Department
Billie Jean Krueger, Village Clerk

OFFICERS AND

PERSONNEL ABSENT: Levi Kopmann, Assistant Village Manager/Director of PW/Engineer

GUESTS:

Savoy Festival Committee:
Larry Kanfer, Dee Shonkwiler, Mike Lindemann, Mike Rumsey,
Amy Riha, Benjamin Brock

CONVENED: 7:00 P.M.

ADJOURNED: 8:30 P.M.

1. CALL TO ORDER, ROLL TAKEN, QUORUM DECLARATION

President Dykstra called the meeting to order at 7:00 p.m. with roll call taken of President Dykstra and all Trustees, with President Dykstra and all Trustees answering present, except Trustee Brown and Trustee Ruggieri were absent, and a quorum declared.

2. PLEDGE OF ALLEGIANCE

President Dykstra led the pledge of allegiance to the flag.

3. PUBLIC PARTICIPATION

None Received.

4. OTHER AGENDA ITEMS

President Dykstra asked if there were other agenda items to be added. No other agenda items were added.

5. BUSINESS

A. APPROVE APPOINTMENT OF PAUL DALBEY TO PLANNING COMMISSION FOR A THREE-YEAR TERM (2019-2021) TO COMPLETE PLAN COMMISSIONER BILL VAVRIK’S TERM

Trustee Vavrik made a motion to approve the appointment of Paul Dalbey to the Planning Commission for a three-year term (2019-2021) to complete Plan Commissioner Bill Vavrik’s term, seconded by Trustee Mangian;

By Trustee Vote:

Ayes: Mangian, Niccum, Shonkwiler, and Vavrik

Nays: None

Absent: Brown, Ruggieri

Paul Dalbey introduced himself and stated he had been a resident of Savoy for 2 ½ years and lived in Prairie Meadows Subdivision and had a great interest in helping guide the community forward and helping shape the future of the Village where he will be raising his family and calling home for many years to come.

B. SAVOY FESTIVAL COMMITTEE – PowerPoint Presentation-Larry Kanfer

The Savoy Festival Committee present consisting of Larry Kanfer, Mike Lindemann, Mike Rumsey, and Amy Riha presented a PowerPoint presentation on a proposed festival entitled “The Human Festival of Savoy” to be possibly held on May 30, 2020 that would be held throughout Savoy at Savoy businesses like Regency, Tae Kwondo, Body & Sole, Old Orchard Lanes & Links, Skateland, and Savoy Recreation Center, and ending up at Willard Airport with a 5K on a runway and also a 1 mile run with Flightstar and Tons of Fun Band as hosts and participants. Kanfer stated the Savoy Festival Committee had been planning this event for several months.

Mike Rumsey stated Farmers Insurance would be the main sponsor donating \$4,000 and he was enlisting Lincoln’s Challenge and Savoy Rotary as volunteers.

Trustee Niccum commented that this was the first the Trustees had heard about this proposed festival and asked Lindemann if he had received TSA commitment to use Willard Airport. Lindeman stated yes, they had received a commitment from TSA and they had met with Flightstar.

Kanfer stated the Festival Committee needed support from the Village to continue the planning for this festival in the approximate amount of a \$10,500 multiplier.

Fire Chief Lon Pitcher stated that EMS and the Savoy Fire Department would need to be on duty during this proposed festival.

President Dykstra stated she wanted any event in Savoy to be successful, but she was concerned about the name “The Human Festival” not being optimal. Trustees Niccum and Mangian both stated they agreed with President Dykstra about the name of the festival. Trustee Mangian stated she was also concerned about marketing.

Benjamin Brock (not a member of the Savoy Festival Committee) stated he could help with the name of the Festival.

6. STAFF REPORTS

A. SAVOY VILLAGE TREASURER

President Dykstra and the Trustees reviewed the Treasurer’s Check Register – Schedule of Accounts Payable for checks issued from 7/01/19 through 7/31/19.

Trustee Niccum moved to approve and pay the Schedule of Accounts Payable for the month ending July 31, 2019, as presented, seconded by Trustee Shonkwiler;

By Trustee Vote:

Ayes: Mangian, Niccum, Shonkwiler, and Vavrik

Nays: None

Absent: Brown, Ruggieri

B. SAVOY FIRE DEPARTMENT

President Dykstra and the Trustees reviewed the Savoy Fire Department Activity Report and Fire Incident Summary for the period 07/01/19 through 7/31/19 presented by Acting Fire Chief Lon Pitcher. Fire Chief Pitcher stated that the walkout for Mike Forrest went well.

Fire Chief Pitcher also presented the Monthly Alarm Response Summary July 1-July 31, 2019 showing a total of 40 alarm responses, together with an SFD Response Legend, a Dual Response List for the Savoy and Tolono Fire Departments, and a Schedule of the Savoy Fire Dept. Box Alarm Type (METCAD Call Types) Structure Fire (Reg & Work).

Fire Chief Pitcher also stated he was working on the ISO rating information that is due January 1, 2020, and he is also working with the Water Company.

C. SAVOY RECREATION CENTER

President Dykstra and the Trustees reviewed the Savoy Recreation Center Report for the month of July, 2019 presented by Brandon Martin, Director of the Savoy Recreation Department.

7. **BOARD OF TRUSTEES COMMUNICATIONS**

Fire Chief Pitcher welcomed everyone to visit the Savoy Fire Department at any time.

Trustee Dee Shonkwiler stated he would be leading a seminar session at the upcoming IML Conference in Chicago 9-19-9-22.

Trustee Mangian commented it was quite a spectacle to see numerous concrete trucks lined up on Prospect to complete Lane 2 of the Prospect Road Project.

Trustee Vavrik mentioned that with school back in session at Carrie Busey School, he was wondering if the signal time between 7:30-8:00 a.m. at Church Street and Dunlap Avenue could be changed. Dick Helton stated Village Staff is working IDOT and the Railroad to see if it can be regulated.

Dennis Donaldson mentioned a Department of Transportation two-day event to be held the second week of September.

8. CORRESPONDENCE, THANK YOUS - None

9. ADJOURN

There being no further business to come before the Board of Trustees meeting, President Dykstra adjourned the open and public Board of Trustees meeting at 8:30 pm.

Respectfully Submitted,

Billie Jean Krueger

Savoy Village Clerk

This meeting was recorded.

Approved this ___ day of September, 2019

Memo

To: President Joan Dykstra & Board of Trustees

From: Levi Kopmann, Asst. Village Manager – Public Works/Engineering

cc: Dick Helton, Village Manager

Date: 8/29/2019

Re: Construction of Fuel Island at Public Works Facility

As part of the FY 2019-2020 Capital Improvement Fund, the Public Works Department has requested quotes and would like to move forward with installation of a fuel island at our main Public Works Facility.

The fuel island will house 1000 gallons each of gasoline, on-road diesel, and off-road diesel to be used for all Village vehicles and equipment in Administration, Zoning, the Fire Department, and Public Works.

Included as part of this memo is a basic picture and description of the dual-walled tanks that will be used. A controller to track who uses the fuel and what vehicle it is being used for will also be installed.

Quotes for the project have amounted to \$38,768. The amount allocated within our Capital Improvement Fund is \$50,000.

Staff recommendation is to approve the construction of a fuel island at the Public Works Facility at an amount not to exceed \$50,000.

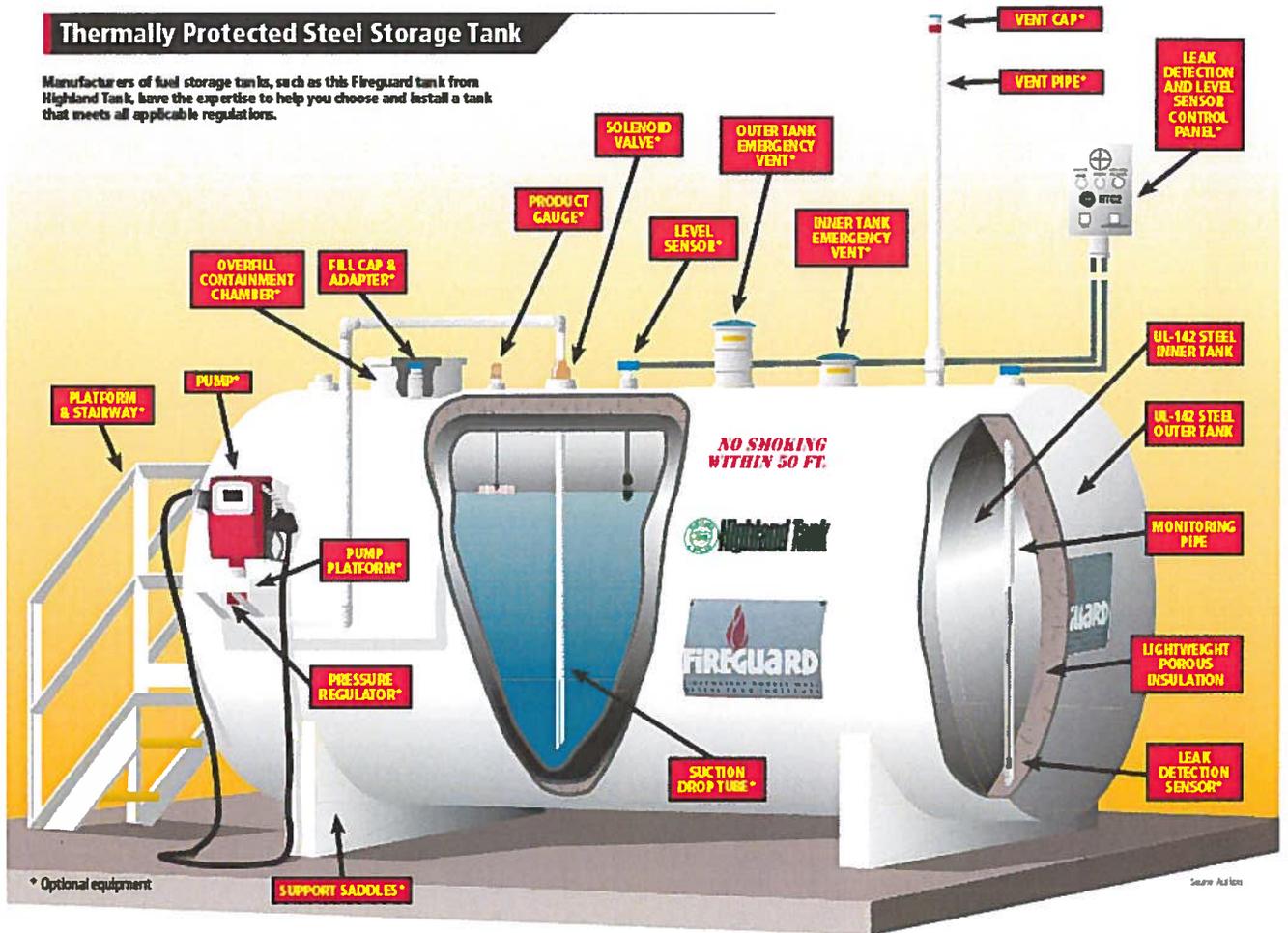
If you have any questions or concerns regarding this memo, please let me know.

Village of Savoy

Municipal Fuel Island Proposal



A Basic Picture and breakdown of a Dual Wall Tank





A Picture of the PIUSI fuel system controller

ALADDIN ELECTRIC, INC.

1201 E Oregon
Urbana, IL 61801
Phone (217) 344-5977
Fax (217) 344-8210

April 4, 2019

Village of Savoy

Attn: Jesse Stevens

Re: Fuel Tank Relocation/Power Feed

Please consider this our proposal to disconnect and relocate power to relocated fuel tanks including the following:

Per NEC-Class I Division 2 shall be applied

- Disconnect power and push button ID controllers at existing site.
- Provide power from existing 200Amp panel adjacent to main door in west bay of Building 'B'.
- Run conduit from panel to west wall and set pump dispenser emergency disconnecting means on exterior of west wall on Building 'B'.
- Trench to be dug, 30" minimum depth, from Building 'B' south west to new tank locations.
- Push button ID controllers (3) shall be mounted together on a unistrut rack.
- Provide power to one pole light at fuel tank area.
- Provide installation per Class I Division 2 of the National Electrical Code, including conduit, seal off's, disconnecting means, etc.
- Install conduit down from each controller, underground, as required.

Power Feed to Building 'C'

- Provide 200Amp 3 phase underground power from existing panel in west bay of building 'B' to building 'C'.
- Tap main buss of existing panel and install 200Amp breaker or fused disconnect adjacent to panel-This shall be the main disconnecting means for Building 'C'.
- Provide conduit from existing panel to exterior of building 'B'; south side, for building 'C' new power feed.
- Disconnect existing power feed at existing panel in west end of building 'B' and in building 'C' and identify for potential future use.
- Provide service grounding at building 'C'.

Provided by Village of Savoy:

- 1) Excavation and trenching
- 2) Concrete work
- 3) Light pole hole, auger and concrete base
- 4) Tank relocation

Amount of Quote: \$ 18,768.00

**Light Pole with 2 LED Heads (Allowance Only): \$2,000.00
(Not in Proposal)**

Qualifications:

- 1) Working hours are Monday-Friday from 7:00 A.M. to 3:30 P.M.
- 2) Excavation and concrete work provided by Village of Savoy.
- 3) No Permit fee.
- 4) Sales tax does not apply.

If you have any questions or wish to speak with me in any regards, please contact me at your earliest convenience.

Thank you,

Michael K. Armstrong
MKA/cj

Accepted: _____

Date: _____

PROPOSAL
DUCE CONSTRUCTION COMPANY
417 Wilbur Avenue
Champaign, Illinois 61822
(217) 355-0222

Proposal Submitted To
Village of Savoy

Phone (217) 359-0655
Fax

Date June 25, 2019

Street
611 N. Dunlap Avenue

Job Name: Miscellaneous Concrete Work

City, State and Zip Code
Savoy, IL 61974

Job Location: Savoy, IL

Architect

Date of Plans

Job Phone

We hereby submit specifications and estimates for:

Duce Construction proposes to provide material, labor, and equipment for the following work:
See attached notes for further clarifications.

1. Form, reinforce with wire mesh, and pour a 75' x 25' x 8" thick concrete parking / fuel pad.

Subtotal: \$15,050.00

2. Form, reinforce with wire mesh, and pour a 25' x 35' x 6" thick concrete fuel pad.

Subtotal: \$6,690.00

3. Form, reinforce with wire mesh, and pour 20' x 80' x 6" thick concrete parking pavement.

Subtotal: \$12,700.00

Total Bid: \$34,440.00

We Propose hereby to furnish material and labor -- complete in accordance with above specifications, for the sum of :

Thirty-Four Thousand Four Hundred Forty and 00/100-----Dollars (\$34,440.00).

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature _____ or delays beyond

Note: This proposal by us if not accepted
with may be withdrawn in 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature

Date of Acceptance: _____

Signature

NOTES

1. No testing of concrete or compaction.
2. No performance bond, if required add 1%.
3. No anchor bolts, base plates or miscellaneous metals furnished (concrete reinforcing supplied only).
4. Layout work to be done by others.
5. Standard soil conditions assumed.
6. No electrical, water, or toilets furnished.
7. No demolition work.
8. No excavation. Grades to be taken at $\pm .1'$.
9. No caulking joints.
10. Not responsible for pouring concrete in inclement weather, unless others take responsibility (decision made daily).
11. Not responsible for parking meters or parking meters fees.
12. No winter concrete. Add \$6.00/cy for all concrete poured between Nov 1 and April 1.
13. Add cost of chemicals approved for winter construction.
14. Add \$.40/SF for concrete blanket coverage.
15. No back charge to Duce, without 48 hours written notice.
16. Includes clean-up of any debris caused by Duce.
17. Includes mobilization to jobsite onetime.
18. No local or state permits.
19. Sales tax not included.
20. Safe access to site to be supplied by others.
21. Duce Construction is an Equal Opportunity Employer.
22. Duce is a union shop and will not be held responsible for crossing picket lines.
23. Net due on the 10th of the month following monthly billing.
24. A 1 1/2% monthly finance charge on accounts past 30 days (rate of 18% per annum).
25. All reasonable attorney fees incurred by Duce to collect late money is to be added to account.
26. Note: If waiver of subrogation on the workers Compensation is required, add 0.75%. If additional insured is required, add 0.25%.
27. No black dirt furnished or installed.
28. Rock subbase to be furnished and installed by others.
29. No bollards furnished or installed.

Memo

To: President Joan Dykstra & Board of Trustees

From: Levi Kopmann, Asst. Village Manager – Public Works/Engineering

cc: Dick Helton, Village Manager

Date: 8/29/2019

Re: Approval of Tornado Siren Intergovernmental Agreement

The Village has participated in a working group with the surrounding communities and Champaign County EMA over the last year to assess the condition of, and determine upgrades necessary for our emergency tornado sirens. As a result of this process, the working group has proposed performing upgrades during this fiscal year to all sirens in Champaign, Urbana, Savoy, and the University of Illinois.

Benefits of the proposed upgrades include:

The ability for the National Weather Service to automatically set off sirens in case of tornado warning condition.

The ability to choose which sirens in the area are activated, rather than having to set off all of them.

Better siren monitoring.

Improved maintenance reporting and alerting history.

I have attached the proposed Intergovernmental Agreement for review. A separate detailed breakdown of the upgrades and costs (Exhibit A) is also included. Total cost to the Village for the initial upgrades totals \$1,745. An estimated annual maintenance costs for the new system is \$289. Funds for the initial upgrade were already included in the FY 2019-2020 Budget.

Staff Recommendation is to approve the Intergovernmental Agreement.

Exhibit A - Champaign, Urbana, University of Illinois, Savoy Siren Group Upgrade

On August 13-14, 2018, Braniff Communications did an onsite assessment of all the sirens in Champaign, Urbana, University of Illinois, and Savoy. This was to determine what upgrades would be needed if our area wanted to go to a polygon system (more targeted area) and activation through a computer-based system.

A total of 39 sirens were inspected for the status of the sirens and their potential capability for digital communications. Automatic polygon alerting cannot be done without upgrading the sirens to digital operations. At a minimum software must be installed/updated on all sirens, certain sirens need motherboards to be upgraded (board upgrade includes more acknowledgement of activation), new encoders must be installed along with system software upgrades and a subscription service to do polygon alerting and remote alerting by app/phone. Note; software upgrade, not the subscription, includes the ability for dispatcher and EMA to activate sirens via an icon on designated computers.

Initial invoices will be sent by Champaign County to participating partners upon contracting with vendor, to be paid by December 15, 2019. In succeeding years, annual invoices will be sent by Champaign County to participating partners in June, to be paid by August 30.

Below is a breakdown of the costs and financial impact to each agency if a full upgrade of the system were to take place.

System upgrades

Software for the siren system	\$6,702
Software for dispatch/computers	\$3,292
Subscription for polygon alerting	\$3,750
Digital encoders (2) MECAD & back-up	\$5,502
Programming of encoders (2)	\$2,040
Field service	\$1,400
Subtotal	\$22,686

Breakdown by percentages (number of sirens) for system upgrades

Champaign	\$8,725 (15 sirens)
Urbana	\$8,144 (14 sirens)
University of Illinois	\$4,072 (7 sirens)
Savoy	\$1,745 (3 sirens)
Subtotal	\$22,686

Ongoing yearly maintenance of Software for system upgrade \$3,750

Breakdown by percentages (number of sirens) for on-going maintenance

Champaign	\$1,442	(15 sirens)
Urbana	\$1,346	(14 sirens)
University of Illinois	\$673	(7 sirens)
Savoy	\$289	(3 sirens)

Required computers are not included and to be customer-supplied.

Sales Taxes, if applicable, are not included and will be additional.

Permits, bonds, licenses and fees, if applicable and required, are not included and will be additional.

Summary:

Upgrades to the system would allow for better siren monitoring, siren maintenance reports/issue alerting, and alerting history. It would be consistent with the way the NWS does the cellphone alerts by polygon and it would give jurisdictions more flexibility with activations. All jurisdictions would need to participate since the siren system is integrated.

TORNADO SIREN INTERGOVERNMENTAL AGREEMENT

This agreement is made and entered into on the date it is first fully executed by the parties hereto, by and between the City of Champaign, Illinois, a municipal corporation, (hereinafter referred to as the “Champaign”), and the Metropolitan Computer-aided Dispatch Agency, an intergovernmental agency, (hereinafter referred to as “METCAD”); Champaign County, Illinois, a body corporate and politic, (hereinafter referred to as the “County”); and the City of Urbana, Illinois, a municipal corporation, (hereinafter referred to as “Urbana”); and the Village of Savoy, Illinois, a municipal corporation, (hereinafter referred to as “Savoy”); the Board of Trustees of the University of Illinois, a body corporate and politic, (hereinafter referred to as “the University”); collectively referred to as “the Parties” and each individually and generically, a “Party.”

Recitals

WHEREAS, the County is a unit of local county government, a body corporate and politic, within the State of Illinois; and

WHEREAS, Urbana and Champaign are municipal corporations, bodies politic, and home rule units of government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, Savoy is a municipal corporation and body politic, and

WHEREAS, METCAD is an intergovernmental agency formed pursuant to the Intergovernmental Cooperation Act; and

WHEREAS the University is a body corporate and politic of the State of Illinois; and

WHEREAS, Section 10 of Article VII of the Constitution of the State of Illinois, 1970, and Section 9 of the Intergovernmental Cooperation Act (5 ILCS 220/1-9) provide authority for

local governments to contract or otherwise associate among themselves to obtain and share services and exercise, combine or transfer any power or function in any manner not otherwise prohibited by law or ordinance; and

WHEREAS, the County, Champaign, Urbana, Savoy, the University, and METCAD desire to upgrade their emergency siren system based on a polygon system and activation through a computer-based system that would require upgrading to digital operations 39 sirens located in Champaign, Urbana, Savoy and on property of the University; and

WHEREAS, the Parties are desirous of acquiring software and equipment that would allow for a digital automated warning system for the Champaign-Urbana-Savoy area in which alerts are originated by the National Weather Service; and

NOW THEREFORE, in consideration of the mutual benefits accruing to the Parties, the Parties agree as follows:

Terms of Agreement

Section 1. Recitals The recitals set forth above are incorporated by reference into these terms of agreement.

Section 2. The County's Responsibilities. The County agrees to contract with Federal Signal Safety and Security Systems, Inc. ("the Vendor") at its initial expense for system upgrades that include: software for the siren system; software for the dispatch/computers; subscription for polygon alerting; two digital encoders; programming of encoders; field service. The County further agrees to contract with the Vendor for ongoing yearly maintenance for the software and any system upgrade. The County agrees to pay such initial expenses and ongoing maintenance costs with the understanding that Champaign, Urbana, Savoy and the University will reimburse the County their pro rata shares as set forth in Exhibit A (attached).

Section 3. Champaign's Responsibilities. Champaign agrees to repay the County for its initial expense and any ongoing expense for the initial upgrade and the ongoing yearly maintenance of software on a pro rata basis. The formula for repaying the County shall be the total cost paid by the County to the Vendor divided by the total number of sirens of the Parties multiplied by the number of sirens belonging to Champaign. Champaign also agrees to house and keep in good condition the backup encoder at its Fire Station 1 or other suitable place as Champaign may, from time to time, designate.

Section 4. Urbana's Responsibilities Urbana agrees to repay the County for its initial expense and any ongoing expense for the initial upgrade and the ongoing yearly maintenance of software on a pro rata basis. The formula for repaying the County shall be the total cost paid by the County to the Vendor divided by the total number of sirens of the Parties multiplied by the number of sirens belonging to Urbana.

Section 5. Savoy's Responsibilities. Savoy agrees to repay the County for its initial expense and any ongoing expense for the initial upgrade and the ongoing yearly maintenance of software on a pro rata basis. The formula for repaying the County shall be the total cost paid by the County to the Vendor divided by the total number of sirens of the Parties multiplied by the number of sirens belonging to Savoy.

Section 6. The University's Responsibilities. The University agrees to repay the County for its initial expense and any ongoing expense for the initial upgrade and the ongoing yearly maintenance of software on a pro rata basis. The formula for repaying the County shall be the total cost the County paid to the Vendor divided by the total number of sirens of the Parties multiplied by the number of sirens belonging to the University.

Section 7. METCAD'S Responsibilities. METCAD agrees to house the encoder and make it available 24 hours a day, seven days per week. In the event the sirens must be manually sounded, METCAD agrees to work with the Regional Emergency Coordination Group to maintain standard operating procedures for sounding an alert.

Section 8. Other Expenses. In the event that partners agree on other expenses for upgrade or maintenance of siren software, Champaign, Urbana, Savoy and the University agree to pay them in the same proportion as the ongoing maintenance expenses provided for in Sections 3, 4, 5, and 6 of this Agreement.

Section 9. Indemnification. Champaign, Urbana, Savoy and the University shall be solely responsible for the cost and maintenance of the software and hardware for the above-described alert system upgrade. They are each responsible for upgrading the sirens in their control and shall remain obligated to the County for the cost of software or system-wide expenses as provided in this agreement, whether or not they are able to take full advantage of them. Champaign, Urbana, Savoy and the University agree to indemnify, hold harmless and defend the County in the event of any contract dispute with the Vendor.

To the fullest extent permitted by law, each Party (an "Indemnifying Party") shall, at its sole expense, indemnify and defend each other Party from and against all claims for damage to property or injury to persons, including death, to the extent proximately caused by the act or omission of the Indemnifying Party and arising out of or relating directly or indirectly to this agreement.

Section 10. Notices. Any and all notices, demands or communications required to be given hereunder shall be in writing and sent by certified mail, return receipt requested:

- a. To METCAD as follows: Director, METCAD, 1905 East Main Street, Urbana, IL 61802, or at such other place as METCAD may designate hereafter in writing.
- b. To Champaign as follows: City Manager, 102 N. Neil Street, Champaign, IL. 61820.
- c. To the County as follows: County Executive, 1776 E. Washington, Urbana, IL 61802
- d. To Urbana as follows: Mayor, City of Urbana, 400 S. Vine Street, Urbana, IL 61801
- e. To the University as follows: University of Illinois, Senior Associate Chancellor for Administration & Operations, Swanlund Administration Building, 601 W. John St., Champaign, IL 61820
- f. To Savoy as follows: Village Administrator, 611 N. Dunlap, Savoy, IL 61874

The Parties, pursuant to authority given by their respective governing bodies, have caused these presents to be executed by their duly authorized signatories, duly attested as required, on the dates set forth below.

COUNTY OF CHAMPAIGN, ILLINOIS

By: _____ Date of County Executive Signature: _____
 County Executive

ATTEST: _____
 County Clerk

Approved as to form: _____
 Assistant State's Attorney

CITY OF CHAMPAIGN, ILLINOIS

By: _____ Date of City Manager Signature: _____
 City Manager

ATTEST: _____
 City Clerk

Approved as to form: _____
Assistant City Attorney

CITY OF URBANA, ILLINOIS

By: _____ Date of City Manager Signature: _____
City Administrator

ATTEST: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

VILLAGE OF SAVOY, ILLINOIS

By: _____ Date of Village President Signature: _____
Village President

ATTEST: _____
Village Clerk

Approved as to form: _____
Village Attorney

THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS

By: _____ Date of Signature: _____

Approved as to form: _____
University Counsel

METCAD

By: _____ Date of Director Signature: _____
Director of METCAD

ATTEST: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

Memo

To: President Joan Dykstra & Board of Trustees

From: Levi Kopmann, Asst. Village Manager – Public Works/Engineering

cc: Dick Helton, Village Manager

Date: 8/29/2019

Re: Approval of Champaign County GIS Consortium Intergovernmental Agreement

It is anticipated that following the next census there may be additional communities joining the Champaign County GIS Consortium. In an effort to provide information to those communities interested, the GIS Consortium Policy Committee has drafted an intergovernmental Agreement detailing the expenses that would be incurred as the result of a new membership.

Attached is a memo from the GIS Policy Committee regarding the Intergovernmental Agreement and reasoning for the proposed changes. The proposed revisions will not affect Savoy's membership or financial contributions to the group.

Staff Recommendation is to approve the Intergovernmental Agreement.

If you have any questions regarding this memo, please let me know.



Champaign County
City of Champaign
City of Urbana
University of Illinois
Village of Rantoul
Village of Mahomet
Village of Savoy

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: January 18, 2019
Re: Proposed CCGISC Intergovernmental Agreement (IGA) Revisions and Review

CCGISC INTERGOVERNMENTAL AGREEMENT (IGA) REVISIONS

The proposed revisions to the CCGISC Intergovernmental Agreement (IGA) are based on discussions held at the January and April (2018) CCGISC Policy Committee meetings. These revisions provide payment flexibility and encourage membership for non-member municipalities within Champaign County while protecting the investment made by existing members.

Two sections of the IGA are impacted by the revisions, Section 15 - *Disposition of Consortium Assets Upon Dissolution* and Section 19 - *Additional Members*. Barb Mann, Chief of the Civil Division for the Champaign County State's Attorney's Office, reviewed the provided revisions.

The proposed language changes are found below:

~~Strikethrough~~ = Deleted Language, **Grey Highlight** = Added Language (Prior to April 20, 2018), **Red Font** = Added Language (After April 20, 2018)

Section 15 - Disposition of Consortium Assets Upon Dissolution

Upon dissolution of Consortium, all assets held in trust by the Lead Agency on behalf of the Parties of this Agreement will be sold and the proceeds, after deducting all costs of sales and any unpaid obligations relating to such assets or operating expenses of Consortium, shall be divided among all Parties to this Agreement in accordance with the proportion that the amount of funding of that party bears to the total during the period of time from the ~~effective date of this Agreement~~ **date of membership** until the date that Consortium is dissolved. Any one (1) or more of the Parties shall have the right to purchase such assets at their fair market value prior to any public sale. Such fair market value shall be determined by unanimous vote of the Policy Committee. If more than one (1) party wishes to purchase such assets or a particular asset for the fair market value, the matter will be decided by lot.

Section 19 - Additional Members

New members may only be added to the Consortium by a unanimous vote of the Policy Committee. New members shall pay an initial ~~buy-in capital and data development~~ fee of 3 times the first year's ~~membership fee payable as a one-time upfront payment or in annual equal installments over~~ **within the first 5-years of membership**. The new member is obligated to pay the full buy-in fee even if the ~~new member~~ **new member** terminates membership prior to the end of the 5-years. ~~equivalent to a pro rata share of the capital/data development costs incurred by Consortium for providing existing service.~~ **equivalent to a pro rata share of the capital/data development costs incurred by Consortium for providing existing service.** ~~New members shall agree to pay monthly fees in accordance with the funding formula.~~

New members shall agree in writing to all the terms of this Agreement before membership becomes effective.

AMENDED
INTERGOVERNMENTAL AGREEMENT
PROVIDING FOR THE CREATION OF THE
CHAMPAIGN COUNTY
GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

Revised 2019

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**INTERGOVERNMENTAL AGREEMENT PROVIDING FOR THE CREATION OF THE
CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM**

THIS AGREEMENT is made and entered by and between Champaign County, the City of Champaign, the City of Urbana, the Board of Trustees of the University of Illinois, the Village of Rantoul, the Village of Savoy, and the Village of Mahomet, all with offices in Champaign County, Illinois, and collectively referred to as "Parties".

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. enables the Parties here to enter into agreements among themselves and provide authority for intergovernmental cooperation; and,

WHEREAS, the Parties find it to be in the best interest of Champaign County, the City of Champaign, the City of Urbana, the University of Illinois, the Village of Rantoul, the Village of Savoy, and the Village of Mahomet to develop and operate a coordinated countywide geographic information system; and,

WHEREAS, the Parties are committed to the principles of intergovernmental cooperation; and,

WHEREAS, the Parties desire to operate such a system in the most cost effective and efficient manner;
and,

WHEREAS, in order to develop and operate a coordinated countywide geographic information system, it is necessary to establish a geographic information system consortium; and,

WHEREAS, the mission of such a consortium is to develop, provide, and operate a coordinated countywide geographic information system for the purpose of providing geographic information at a reasonable cost in the best interest of all the constituents and citizens of the respective entities; and,

WHEREAS, it is necessary to provide for operations and joint funding of a geographic information system consortium; and,

WHEREAS, the Parties desire that the system be operated and managed with clear lines of authority for implementing policies to achieve the mission and goals of a geographic information consortium as set forth and as articulated from time to time by the Parties; and,

WHEREAS, the Parties have recently supported, and continue to support, the fee authorized by 55 ILCS 5/3-5018 P.A. 91-0791, in order to defray the cost of implementing and maintaining a geographic information system.

NOW, THEREFORE, the Parties agree as follows:

SECTION 1. DEFINITIONS

- a) "Consortium" means the Champaign County Geographic Information System Consortium, consisting of the members, equipment, personnel, and data established by and operating pursuant to this Agreement and created to perform the tasks necessary to establish and maintain the countywide Geographic Information System.

- b) "Consortium Director" is an employee of the Lead Agency charged by the Lead Agency with the responsibility of administering, supervising, managing and directing the activities and employees assigned to the Consortium in order to successfully operate the GIS.
- c) "Consortium Staff" means staff of the Lead Agency who are assigned work on Consortium activities under the direction of the Consortium Director.
- d) "Data" means information in a form suitable for storing and processing by a computer or computer system.
- e) "GIS" means geographic information system. A GIS is a system of hardware, software, and data used for storage, retrieval, mapping, and analysis of geographic data.
- f) "Good standing" means the member is not delinquent on any financial obligations to the Consortium.
- g) "Lead Agency" means the party designated by the members, pursuant to this Agreement as the party having overall responsibility for Consortium operations on an ongoing basis in accordance with the policies established by the Policy Committee and this Agreement.
- h) "Members" mean County of Champaign, Illinois; the City of Champaign, Illinois; the City of Urbana, Illinois; the University of Illinois at Urbana-Champaign; the Village of Rantoul, Illinois; the Village of Savoy, Illinois; and the Village of Mahomet, Illinois; and such other members who become signatories to the Agreement.
- i) "Party (or Member) in Good Standing" means a member that has not delivered a notice of its intent to withdraw from this Agreement or for which the Policy Committee has not issued a notice of payment default.
- j) "Policy Committee" means the body created by this Agreement to approve the budget for the Consortium, to develop cooperative approaches regarding countywide GIS and the concerns of each party, and to perform such other functions as are set forth in this Agreement.

SECTION 2. CONSORTIUM CREATED

- a) The Parties hereby create the Champaign County Geographic Information System Consortium, an undertaking to operate a countywide geographic information system. The Consortium is created to develop and operate a coordinated countywide geographic information system. Service from Consortium and access to Consortium services shall be in accordance with this Agreement.
- b) The Consortium shall be a unit of the Lead Agency, subject to the Lead Agency's policies and procedures, except as otherwise specified in the Agreement. The Parties hereby authorize and direct the Lead Agency to operate pursuant to this Agreement, and the Lead Agency hereby agrees to operate pursuant to this Agreement.

SECTION 3. CONSORTIUM MISSION

The mission of the Consortium and its Members is to:

- a) Lead development effort for acquisition of data;
- b) Act as a data repository/custodian;
- c) Establish standards for content, quality, and structure of repository data;
- d) Host data on server accessible to all Members;
- e) Provide all Members access to data;
- f) Establish and maintain metadata for data held in the repository;
- g) Provide computer system administration and ongoing system support, upgrades, and maintenance for Consortium-controlled assets;
- h) Provide services to Members in accord with a work plan approved by the Policy Committee;
- i) Promote use of the GIS county wide by contributing data and utilizing the GIS;
- j) Establish operational, administrative, and procedural policy as related to the GIS system operations, data standards, and data distribution.

SECTION 4. POLICY COMMITTEE CREATED

The Policy Committee is hereby created in accordance with the following provisions:

- a) **Membership.** The Policy Committee shall be comprised of one (1) representative to be designated by the Chancellor of the University and by the Chief Administrative Officer of other Members. The designation shall be made in writing and sent to the Chancellor and the Chief Administrative Officer of the other Members. These shall be voting representatives.
- b) **Voting.** In those matters required by this Agreement to be decided by the Policy Committee, unless otherwise specified in this Agreement, the proposition voted upon shall not be considered approved unless it receives an affirmative vote from at least a majority or such greater percentage vote specified of all representatives of the Policy Committee Members in good standing.
- c) **Quorum.** A quorum shall consist of a majority of voting representatives of the Policy Committee Members in good standing.
- d) **Unanimous Vote.** In those matters required by this Agreement to be decided by a unanimous vote of the Policy Committee, a proposition shall not be considered adopted unless *it* receives an affirmative vote from the voting representative of each and every Member that is in good standing at the time of the vote.
- e) **Representative's Substitute.** A Member's designated representative to the Policy Committee may select a designated voting representative to serve in the designated representative's absence.

- f) Regularity of Meetings. The Policy Committee shall meet at least quarterly. Other meetings may be called at the request of the Policy Committee Chair or any two (2) of the voting Members' representatives on the Policy Committee.

SECTION 5. POLICY COMMITTEE FUNCTIONS AND RESPONSIBILITIES

The Policy Committee shall have the following functions and responsibilities:

- a) Mission/By-Laws/Committees. The Policy Committee shall have the authority to adopt a mission statement, to enact procedural by-laws governing or directing the activities of the Consortium, provided such mission statement and by-laws do not conflict with the terms of this Agreement, and to create such committees as it deems advisable.
- b) Officers. The Policy Committee shall elect a Chair and such officers as it deems advisable from among the voting representatives of the Members, said election to occur every two (2) years in June, or whenever a vacancy in office occurs.
- c) General Responsibilities. The Policy Committee is responsible for approving: policy, priorities, budget, work plan, and technical standards.
- d) Budget.
- i. The Policy Committee shall, by 3/4 affirmative vote including the vote of the County:
 - 1) annually approve Consortium's budget; and
 - 2) approve amendments to said budget and expenditures as from time to time deemed necessary by the Parties.
 - ii. The tentative budget for each year shall be submitted by the lead agency to the Policy Committee during July of each year.
 - iii. Unless a new budget is approved by January 1st of any year, the last previously approved budget shall continue from year to year.
 - iv. The format of the budget shall conform to the format of the Lead Agency's budget unless otherwise directed by 3/4 vote, including the vote of the County, vote of the Policy Committee.
- e) Funding Formula. The Policy Committee shall annually on or before July 1 of each year, by a unanimous vote, approve the funding formula to determine the Parties' share of expenses for Consortium operations, provided, however, that the most recently approved cost-sharing formula shall continue unless amended by the unanimous vote of the Parties.
- f) Intergovernmental Agreement. The Policy Committee may approve contracts with other governmental entities to provide some or all of Consortium services on a contractual basis.

- g) Purchases. The Policy Committee may approve contracts for the purchase of goods or services with units of federal, state and local units of government, private corporations, not-for-profit organizations, partners and individuals. All such purchases shall be made in accordance with the purchasing policies of the Lead Agency.
- h) Gifts. The Policy Committee may approve the receipt by the Consortium of grants, loans, gifts, bequests, funding, in-kind services from federal, state and local units of government, and from public and private sources.
- i) Lead Agency. The Policy Committee may redesignate the Lead Agency by at least a three fourths (3/4) affirmative vote of all Members, provided that no Members shall be designated Lead Agency without its consent, and provided further that, unless the Parties agree otherwise, no change in the Lead Agency shall take place without at least one hundred and eighty (180) days' prior notice prior to the beginning of the next fiscal year of the current Lead Agency.
- j) Role of the Consortium Director. The Consortium Director, with input from such member agency representatives as the Director may elect to utilize, shall make recommendations to the Policy Committee concerning:
 - 1) Hardware requirements;
 - 2) Software requirements;
 - 3) Networking;
 - 4) Data Standards;
 - 5) Development/Prioritization of the Work Plan;
 - 6) Other aspects of the GIS as requested by the Policy Committee.
- k) Data Fee Policies. The Policy Committee shall have the authority to adopt data policies referred to in Section 10 and a fee schedule by a unanimous vote.

SECTION 6. LEAD AGENCY DESIGNATED

The Lead Agency shall be Champaign County.

SECTION 7. LEAD AGENCY DUTIES

The Lead Agency shall be responsible for, and is hereby empowered to take, all actions to support the overall operation of Consortium and its affairs in accordance with this Agreement and the mission, goals and objectives approved by the Policy Committee. These duties include, but are not limited to:

- a) Employing and supervising all personnel assigned to the Consortium in accordance with the Lead Agency's policies and procedures, including, but not limited to, hiring, firing, disciplining, establishing incentives, benefits, negotiations with unions, and all other employment decisions.
- b) Directing the management and supervision of all employees assigned to Consortium duties in accordance with the policies and procedures of the Lead Agency.
- c) Incurring and paying, on the behalf of the Members and in accordance with this Agreement and Consortium's approved budget, all Consortium expenses.
- d) Entering into all contracts, lease and procurement agreements in accordance with this Agreement, the approved budget, and the policies and procedures of the Lead Agency.

- e) Expending funds in accordance with the Consortium's approved budget. Purchasing shall be conducted in accordance with the Consortium approved budget and the purchasing policies and procedures of the Lead Agency.
- f) Providing all personnel administration, financial support staff, insurance, legal advice and management support and services in accordance with this Agreement and the approved Consortium budget and the policies and procedures of the Lead Agency.
- g) Billing and collecting from each member its share of the cost of Consortium's operations as provided in this Agreement and the approved annual budget and work plan of Consortium.
- h) Overseeing the establishment and implementation of policies and procedures at the Consortium staff level to implement the mission, goals, and work plan of the Consortium.
- i) Developing a proposed annual budget and work plan and administering the approved budget, expenditures, and work plan in accordance with this Agreement.
- j) Providing staff support, including the recording and distribution of minutes for the Consortium Policy Committee.
- k) Providing necessary office space, furnishings, equipment, hardware, software, and technical support for the Consortium to operate.
- l) Providing generally for the audit, accounting for, receipt, and custody of consortium funds.

The Lead Agency shall be entitled to reimbursement for the costs it incurs in performing these functions, which costs shall be included in Consortium's budget, as amended from time to time in accordance with this Agreement. The formula for cost reimbursement shall be established as part of the funding formula.

SECTION 8. MEMBER RESPONSIBILITIES

Each Member shall:

- a) Utilize the Consortium GIS only in accordance with Consortium policies;
- b) Designate (1) person to serve as an active voting representative on the Policy Committee;
- c) Provide original data and data updates on a regular or as needed basis to Consortium in order to maintain the master GIS dataset as required by Consortium policy;
- d) Distribute Consortium data to non-members only in accordance with the adopted Consortium data distribution policy.
- e) Retain legal responsibility and liability, if any, for the quality of the data that it provides.
- f) Retain ownership of the data that it provides.
- g) Be responsible for providing and maintaining its own GIS equipment, software, and GIS-related items.

- h) Be responsible for contributing to the Consortium budget and expenses based on a cost-sharing formula established from time to time by the Members.

SECTION 9. FINANCES

- a) Contributions. Each party shall be responsible for contributing to the Consortium budget and expenses based on a cost-sharing formula established from time to time by the Members. Any change in the formula may be made by a unanimous vote of the Policy Committee. The initial approved cost-sharing formula is attached in Appendix A. The most recently approved cost-sharing formula shall continue unless amended by unanimous vote of the Parties.
- b) Records. The Lead Agency shall maintain financial records regarding Consortium operations and finances in accordance with generally accepted governmental accounting standards, which records shall be available at the Lead Agency's finance offices for inspection by any of the Parties during regular business hours.
- c) Invoices. The Lead Agency shall invoice each Member on the first day of each quarter for the next quarter's service for its share of Consortium costs based on the approved cost sharing formula
- d) Payment. Members shall pay said bills within thirty (30) days of receipt of an invoice for the same.
- e) Audit. Consortium financial records shall be audited on an annual basis by the outside accountant used by the Lead Agency for its other audits and the cost of such audit shall be considered an operating expense of Consortium.
- f) University. All commitments by the University are subject to constitutional and statutory restrictions and limitations binding upon the University and to the availability of funds which may be lawfully applied thereto.
- g) Fiscal Year. Consortium's fiscal year shall follow the fiscal year of the Lead Agency.

SECTION 10. CONSORTIUM DATA POLICIES

- a) Policies and Procedure.
1. The Policy Committee shall develop and approve policies and procedures on the following topics:
 - Data distribution or disclosure to Consortium Members
 - Data distribution or disclosure to non-members, including policies to protect the privacy of individuals
 - Data sales
 - Data licensing
 - Freedom of Information requests
 - Data security
 - Public Internet data distribution
 2. The policies and procedures shall be consistent with this Agreement.
 3. Individual Consortium Members shall release or sell GIS data only consistent with the policies and procedures developed under this Agreement.

b) Ownership.

1. Data supplied by individual Members shall continue to be owned by the individual Member, but may be utilized by the Consortium for Consortium purposes consistent with this Agreement and the policies and procedures developed under the authority of the Agreement.
2. The Consortium shall own GIS data which the Consortium develops through processing or altering of the original configuration of the data by the Consortium software.
3. Any Member has the right to refuse to provide data to GIS if required by federal or state statute, court order, or local ordinance or contract predating this Agreement, and to the limited extent necessary to preserve or recognize any statutory or common law privilege.

c) Freedom of Information Act (FOIA).

In the event that the Consortium receives a FOIA request which seeks data owned by a Member, the Consortium shall respond to the said FOIA in accordance with FOIA, and notify the appropriate Policy Committee representatives of FOIA request and response.

d) Other Disclosures to Non-Members.

1. Information protocols will allow disclosure of data in GIS to third Parties required by federal or state statute (such as the Freedom of Information Act), local ordinance or contract predating the agreement, or court order (including a judicial subpoena). The Consortium shall notify the appropriate Policy Committee representatives of the disclosure.
2. Information protocols will allow disclosure of data in GIS to third Parties to the extent necessary to maintain GIS and related systems, and to perform law enforcement and investigatory functions, prosecution, and defense of criminal cases, defense of civil claims, and coordination with other government agencies (such as DCFS and the Attorney General).
3. Additional guidelines are documented in the Champaign County GIS Consortium Digital Data Policy.

SECTION 11. TERMINATION BY PARTIES

- a) **Withdrawal.** A party may terminate its participation in this Agreement as of July 1 of any year by giving written notice to each of the other Parties. Such notice shall be given prior to December 31 of the year before the desired termination date.
- b) **Failure to Budget.** Notwithstanding any provision of this Agreement to the contrary, a Member may withdraw by giving prior written notice thirty (30) days in advance to each of the other Parties indicating its intent to terminate its participation in this Agreement as of the end of the month following the expiration of such thirty (30) days, provided, however, withdrawal under this section can only be invoked if the corporate authorities of such Member, or the legislature in the case of the University, have failed or refused to authorize, appropriate or budget the funds necessary to pay such Member's share of the costs, as such costs are determined by the Policy Committee pursuant to this Agreement. Each party will utilize its best efforts to appropriate and budget sufficient funds to meet its obligations under this Agreement in full.
- c) **Default.** If a party to this Agreement is in default of its payment obligations, the Policy Committee may so declare and terminate GIS services to that Member thirty (30) days after the date of mailing of notice of default and termination of services to the defaulting party, unless the defaulting party cures the default in full prior to the expiration of the thirty (30) days set forth in the notice. The notice of the default declared by the Policy Committee shall be issued by the Lead Agency. The defaulting party shall continue to be responsible to pay its assigned share of the cost of Consortium as determined in accordance with this Agreement for the ensuing nine (9) months following the termination of GIS services. If the defaulting party, within the nine (9) month period, pays all amounts due and the costs incurred by the Consortium in updating the information in relevant databases, GIS services to the party shall be reinstated.
- d) **Data Developed Prior to Withdrawal.** A party terminating its participation in this Agreement shall have the right to one (1) electronic copy of the data developed prior to the first occurring of these dates: the date of Member termination or date of Member default.

SECTION 12. DISSOLUTION

It is the intent of the Parties to maintain Consortium as a continuing operation. However, should any of the Parties elect to withdraw its participation in and support of Consortium, then Consortium may continue in operation for the benefit of the remaining Parties if a minimum of two (2) of the Parties elect to continue their participation.

SECTION 13. EQUIPMENT; USE AND OWNERSHIP; LOAN EQUIPMENT

All equipment purchased for Consortium shall be purchased, utilized and disposed of by the Lead Agency and held in trust for Consortium use. It shall be recorded and identified by the Lead Agency as Consortium Agreement property, separate from other Lead Agency property. Prior to dissolution of Consortium, all proceeds from the sale of any Consortium Agreement property or data shall be devoted solely to the operation of Consortium. In the case of a change in Lead Agency, Consortium property shall be transferred with the Lead Agency function to the new Lead Agency.

Any Member agency may, with approval of the Policy Committee, loan property or equipment to the Lead Agency for the use of Consortium. Such property shall continue to be owned by the member agency, and the Lead Agency shall keep written records of such loaned equipment. If the party owning

the loaned equipment wishes to withdraw it from Consortium service, that party may do so provided that, if in the opinion of the Consortium Director, the property is essential to Consortium and requires replacement to ensure consistency and proper functioning of Consortium, then such loaned equipment shall be withdrawn only after providing a reasonable notice of withdrawal to the other Parties.

SECTION 14. RIGHTS OF TERMINATING PARTY TO CONSORTIUM ASSETS

A party terminating its participation in this Agreement shall continue to maintain its financial interest in all equipment purchased for the Consortium operation prior to the date of that member's termination. Such equipment or proceeds derived from the disposition of the equipment shall continue to be used for the continued operation of Consortium until Consortium is dissolved.

SECTION 15. DISPOSITION OF CONSORTIUM ASSETS UPON DISSOLUTION

Upon dissolution of Consortium, all assets held in trust by the Lead Agency on behalf of the Parties of this Agreement will be sold and the proceeds, after deducting all costs of sales and any unpaid obligations relating to such assets or operating expenses of Consortium, shall be divided among all Parties to this Agreement in accordance with the proportion that the amount of funding of that party bears to the total during the period of time from the date of membership until the date that Consortium is dissolved. Any one (1) or more of the Parties shall have the right to purchase such assets at their fair market value prior to any public sale. Such fair market value shall be determined by unanimous vote of the Policy Committee. If more than one (1) party wishes to purchase such assets or a particular asset for the fair market value, the matter will be decided by lot.

SECTION 16. INSURANCE

The Lead Agency shall procure and maintain, during the term of this Agreement or any extension thereof, sufficient property insurance to cover the replacement value of the Consortium equipment and all equipment loaned to Consortium, against all direct loss or damage. The cost of any such insurance shall be a cost of operating Consortium, to be borne by the Parties hereto in the same manner as other costs in accordance with this Agreement. The Lead Agency shall procure and maintain liability and worker's compensation insurance for Consortium operations in accordance with insurance purchase standards for its other operating departments. The insurance shall name each member agency as additional insured under the liability policy procured.

SECTION 17. LIMITATIONS OF PERSONNEL

No employee shall have authority to commit, obligate or bind any party hereto to any contract or obligation unless specifically authorized by said party, except as provided for in this Agreement.

SECTION 18. AMENDMENTS

This Agreement may be amended in writing at any time by mutual agreement of all of the Parties to the Agreement. Amendments shall refer back to this Agreement and to subsequent amendments, if any, on the same subject and shall specify the language to be changed or to be added. The execution of any amendment shall be authorized by passage of an appropriate ordinance or other proper and lawful corporate action by the corporate authorities of each party.

SECTION 19. ADDITIONAL MEMBERS

New members may only be added to the Consortium by a unanimous vote of the Policy Committee. New members shall pay an initial buy-in fee of 3 times the first year's membership fee payable as a one-time upfront payment or in annual installments within the first 5-years of membership. The new member is obligated to pay the full buy-in fee even if the new member terminates membership prior to the end of the 5-years.

New members shall agree in writing to all the terms of this Agreement before membership becomes effective.

SECTION 20. EFFECTIVE DATE

This Agreement shall be effective as to each member on the date such member executed the Agreement.

SECTION 21. NOTICES

Notices hereunder shall be provided personally or by first class mail to the Chancellor of the University and to the Chief Administrative Officer of each party and to the attorney representing each party. The date of the notice shall be the third day after the date of mailing of notice is provided by mail. If the notice is provided by personal delivery, the date of personal delivery is the date of the notice.

SECTION 22. COUNTERPARTS

This Agreement may be signed in several counterparts, each of which shall be considered an originally executed agreement for all purposes.

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals to this Agreement as of the dates below indicated.

CITY OF CHAMPAIGN

By: _____
City Manager

Date: _____

ATTEST: _____
City Clerk

APPROVED AS TO FORM:

City Attorney

CITY OF URBANA

By: _____
Mayor

Date: _____

ATTEST: _____
City Clerk

APPROVED AS TO FORM:

City Attorney

COUNTY OF CHAMPAIGN

By: _____
Chair

Date: _____

ATTEST: _____
County Clerk

APPROVED AS TO FORM:

State's Attorney

**THE BOARD OF TRUSTEES OF THE
UNIVERSITY OF ILLINOIS**

By: _____
Comptroller

Chancellor

Executive Director, Facilities and Services

APPROVED AS TO FORM:

Campus Legal Counsel

VILLAGE OF MAHOMET

By: _____
Village President

Date: _____

ATTEST: _____
Village Clerk

APPROVED AS TO FORM:

Village Attorney

VILLAGE OF RANTOUL

By: _____
Village President

Date: _____

ATTEST: _____
Village Clerk

APPROVED AS TO FORM:

Village Attorney

VILLAGE OF SAVOY

By: _____
Village President

Date: _____

ATTEST: _____
Village Clerk

APPROVED AS TO FORM:

Village Attorney

ACKNOWLEDGED BY:

CHAMPAIGN COUNTY RECORDER

By: _____

Date: _____

ACKNOWLEDGED BY:

CHAMPAIGN COUNTY

By: _____

Date: _____

APPENDIX A

CHAMPAIGN COUNTY GIS CONSORTIUM AGREEMENT PROPOSED ATTACHMENT A

GIS Consortium Member	Population 2000 Census	Fiscal Year 2003 7/1/02 - 6/30/03		Fiscal Year 2004 7/1/03 - 6/30/04		Per Capita Rate	Per Capita Rate	Total	Per Capita	Total
		Base	Per Capita Rate	Base	Per Capita Rate					
Champaign County	37,072	\$200,000.00		\$200,000.00				\$200,000.00		\$200,000.00
Champaign Urbana	67,518	\$5,000.00	\$0.27	\$18,229.86	\$0.27	\$0.56	\$0.56	\$42,810.08	\$37,810.08	\$42,810.08
Rantoul	12,857	\$5,000.00	\$0.27	\$9,826.65	\$0.27	\$0.56	\$0.56	\$25,381.20	\$20,381.20	\$25,381.20
Mahomet	4,877	\$5,000.00	\$0.27	\$8,471.39	\$0.27	\$0.56	\$0.56	\$12,199.92	\$7,199.92	\$12,199.92
Savoy	4,476	\$5,000.00	\$0.27	\$6,316.79	\$0.27	\$0.56	\$0.56	\$7,731.12	\$2,731.12	\$7,731.12
University of Illinois		\$25,000.00	\$0.27	\$6,208.52	\$0.27	\$0.56	\$0.56	\$7,506.56	\$2,506.56	\$7,506.56
Total		\$250,000.00		\$284,053.21		\$70,628.88		\$320,628.88		\$320,628.88

The first two year's budget reflects phased costs of bringing the system online. Future budgets are expected to remain near the \$300,000 level, plus annual inflation.

Initial Projections have the per capita rate reducing to \$.48 in the third year.

The per capita would be set each year based upon the budget and expected contributors. For instance, if additional entities join the consortium, the per capita amount would be reduced by the added base amounts received.

TO: PRESIDENT JOAN DYKSTRA & BOARD OF TRUSTEES

FROM: Richard Helton, Village Manager

RE: MANAGER'S AUGUST '19 REPORT

DATE: August 30, 2019

Included herein is a brief description of activities of the Manager through the month of August.

- **ECONOMIC DEVELOPMENT PROJECTS**

Staff continues working on several projects that range from office use to retail to food service and continue to discuss options each may have including taking advantage of TIF.

- **Staff is currently working on a number of projects. We are waiting on plans and site plans to review. Staff has received plans and permit applications for the next commercial structure from Sub4/Green Street for a restaurant and additional unrented space for the area just North of the Industrial Donuts building.**
- **Staff is working with the Plumbers & Pipefitters on a project for their current building and their vacant land.**

Interest in Savoy remains good.

- **MEETINGS**

The new Airport Advisory Committee has begun meeting to put a plan together to move the facility in a direction that will make it more successful. President Dykstra is an active member on the Advisory Committee to maintain a Savoy presence and input. The Manager chairs a subcommittee that is looking at land use and zoning questions and will keep the Airport Advisory Committee informed on those issues. The Manager is attending the Advisory Committee's meetings now. The Airport Governance Committee meetings have been suspended until the Airport staff and Advisory Committee can take care of planning and future work to prepare for discussions and decisions on governance of the facility. **The Airport Entrance Road and Hartwell Road improvement project bids came in around 15% higher than the estimate and is being replanned with construction still planned for later this year. Staff was informed IDOT is requiring the project be rebid without the Hartwell Dr. portion being included. This will push the entire project back. It will also require the Village to seek bids independently from the overall project originally agreed to for the Hartwell Dr. portion. I'll keep you informed of any new developments. We continue to support the airport in their ongoing efforts to provide appropriate service to the airport. Tim Bannon has been named the new Airport Manager.**

- Staff continues to work on issues related to Airbnb relative to potential ordinance violations in the Village. Staff is working very deliberately and researching the issue so appropriate decisions can be made that doesn't put the Village in a potentially liable position. President Dykstra convened an ad hoc committee to work with staff to prepare recommendations to the various Boards on how to proceed on this subject. A couple meetings have been held. Additional meetings will be held in the future. **Staff has received information from Champaign on how they will be handling the issue and are reviewing it to see if Savoy can utilize the same plan. Staff will continue to work on the issue with a plan to present something in the future.**

- **SUBDIVISION DEVELOPMENT**

Various subdivision phases are moving ahead at Fieldstone, Liberty on the Lake and Prairie Meadows.

- **TOWN CENTER PROJECTS**

Staff has had meetings with other property owners in the block pursuing potential acquisition of their properties. **Staff continues to work with a new developer on a project that is in the planning stage. Nothing new to report at this time.**

- **JONES PROPERTY**

The proposed purchaser of this property withdrew. The property is back on the market and there is a new interest. As things proceed in negotiations, I'll keep you informed. Nothing new to report at this time.

- **CURTIS ROAD GRADE SEPARATION**

Staff has spent lots of time and effort working with staff from RPC and other agencies on preparing an application for federal and ICC funds to complete the grade separation at Curtis and Dunlap. **Although we had been given positive feedback and good encouragement when Joan and Levi met with officials in Washington D.C., we found out last month our application again didn't make the awards list. President Dykstra and staff had a phone debrief with USDOT officials to try to get an understanding of how our application fell short in the selection process. We are confident our application is a good one and will make a few changes/additions for the next round as well as pursue another grant opportunity mentioned in our debriefing that may be a decent option.**

- **COMPREHENSIVE PLAN UPDATE**

Lots of meetings and discussions have been held over the past several months in the effort to freshen and update the Savoy Comprehensive Plan. Staff met with RPC staff recently to review the preliminary product so we can present the proposed

finished Plan to the various Boards and Commissions soon. Staff has asked the various Boards and Commission to review the draft Comprehensive Plan and give any feedback prior to scheduling the combined meeting for final review. We are now in the 30-day public review and comment period.

- **PROJECTS IN PROGRESS**

1. Willard Airport – I am continuing my participation with the development group.
2. Boundary Agreement with Champaign – Staff is in ongoing discussions with staff from Champaign.
3. Savoy Elevator –The new owners have taken over the property and staff continues discussions with them on a plan. **Staff has held discussions with potential developers recently. They are putting materials together for further discussions.**
4. Staff continues to work with engineers and the City of Champaign to get Prospect Ave. ready for reconstruction in early 2019. **Bids were opened and IDOT, Savoy and Champaign reviewed the bids. Feutz Construction was awarded the bid and will begin soon. Project construction started March 25th. The first phase is completed. 2nd phase began in early July and is nearing completion.**
5. **Staff continues work on road projects with the Airport.**
6. **Staff is working on the median project at Walmart and hope to see some progress soon.**
7. **The Cain property at 101 N. Dunlap has been demolished and seeding is complete.**
8. **The Manager and Assistant Manager are allocating lots of time assisting with things at the Fire Department. Lon Pitcher has been an excellent choice for Interim Chief.**

- **MEETINGS & OTHER ACTIVITIES**

- Monthly Central Illinois Managers Meeting in Normal and Champaign area.

The Manager continues to represent the Village on many committees. Attendance at the Regional Planning Commission, County EDC, County CVB, County Chamber of Commerce Committees, the Metro- Intergovernmental Committee, RPC Technical and Policy Committees, CUUATS Technical and Policy Committees, GIS Policy Committee, CIMOA, ICMA, ILCMA and other things that come up from time to time take lots of time.

Many other activities keep the Manager busy. As always, should you have any questions about anything in this report or anything else, please let me know.

DEPARTMENT OF PUBLIC WORKS

Director's August of 2019 Report



BUILDING MAINTENANCE

- * Routine building maintenance repairs continue

PARKS

- * Normal maintenance and trash pick-up continue
- * Continued to process tree ROW replacement permits
- * Mowing of all Parks and Grounds is ongoing
- * Planting of new trees in the Parks is ongoing
- * Filling, grading and seeding of low areas thru out the Village Parks and Grounds is ongoing
- * Fibar mulch has been added to all playgrounds and graded

SANITARY SEWER

- * Working with UCSD on mapping and future needs

STREETS/OPERATIONS

- * Performed 165 J.U.L.I.E. locates.
- * Continuing to grind sidewalk trip hazards as schedule permits
- * Crack sealing is ongoing as weather permits
- * Lifting and leveling of major sidewalk trip hazards as schedule permits
- * Straightened/replaced multiple signs
- * Completed misc. repairs around Village as needed
- * Pothole filling and Dura Patching as weather permits
- * Street Sweeping is on going
- * Approximately 30 Thermo stop bars installed at major intersections thru out the Village
- * Approximately 145 stop bars have been painted thru out the Village

STORM SEWERS

- * Cleared debris from multiple storm sewer structures.
- * Continued updates of Village storm sewer maps and surveys

EQUIPMENT/FLEET MAINTENANCE

- * Routine and preventative maintenance of Village fleet continues.

ESDA

- * nothing new report

TRAFFIC SIGNALS

- * Performed normal maintenance at traffic signal boxes and lights

ENGINEERING

- * Working with Clark Dietz on the Colbert Multi Use Path project
- * Working with Clark Dietz on the Pheasant Lane replacement project
- * Continuing to work with the City of Champaign and Farnsworth Group on the Prospect Avenue Reconstruction Project.
- * Continuing representation on CUUATS Technical and Policy Committees, Champaign County First, Champaign County GIS Technical and Policy Committees, Joint Sanitary Sewer Technical Committee and MS4 Storm water Committee.

Levi L. Kopmann, P.E.
Director of Public Works/Engineer



ZONING REPORT FOR AUGUST 2019

PERMITS ISSUED

- 2 Single Family
- 1 Residential Accessory Structure
- 5 Electrical
- 3 Plumbing
- 5 Mechanical
- 4 Fence

CURRENT PROJECTS

PRAIRIE MEADOWS 4 Currently working on infrastructure

KFC continuing remodeling and installing new equipment.

PLUMBERS AND STEAM FITTERS, NO ACTION IN AUGUST the Village engineer and I are waiting IDOT approval for a curb cut onto Dunlap Ave prior to approving an administrative replat which will create two lots.

SAVOY SQUARE Work is progressing on the Mexican restaurant. Plans have been submitted for our review of the second building which will include a Domino's Pizza.

There has been no activity on the final phase of the subdivision. The developer is looking at options.

BEST WESTERN Final touches are still to be completed. No inspections in August.

PLANNING COMMISSION

- Marijuana legalization and how it will impact Savoy. No public input at the August Planning Commission meeting. This topic will be presented at the Sept. 11 Board of Trustees for public input. The Homeowner's associations and the press have been notified of the meeting.

Temporarily on hold to work through the Marijuana issues:

- Cul-de-sac parking
- Sign ordinance review

SBDC Tiptek will be leasing two of the vacant spaces and moving out of one office space.

We have hired a contractor to remove the existing wall paper and paint the walls in various offices within the Municipal Center and the SBDC.

We have had some interest in the vacant office space including the available space in Building B.

BUILDING DEPT.

We have had numerous code violations and have placed liens on two properties where the Village hired outside contractors to mow the property.

We recently required a multi-family development to hire a structural engineer to design the necessary corrections/repairs for existing decks and staircases which are deteriorating. This has been an on-going issue with few results. We have placed them on notice that the corrections need to be done ASAP or we will be forced to take further action. They are cooperating.

We have received some very good resumes for the CAD / inspector position. Staff has picked our three candidates to interview. in the next few weeks.

Permit Detail Report

8/1/2019 - 8/28/2019

Permit Date	Permit Type	Description	Parcel Address	Location Site	Total Fees
8/27/2019	Plumbing	Plumb. permit - water heater replacement	911 Wesley Ave	911 Wesley Ave.	\$50.00
8/27/2019	Building	Build. permit - Fence	305 Sunflower St	305 Sunflower	\$25.00
8/27/2019	Building	Build. permit - Fence	112 Gailardio	112 Gailardio	\$25.00
8/27/2019	Plumbing	Plumb. permit - single family residence	1006 Declaration Dr	1006 Declaration	\$180.00
8/26/2019	Building	Build. permit - Fence	309 Bradford Ave	309 Bradford	\$25.00
8/20/2019	Building	Build. permit - Deck - 712 Buttercup	712 Buttercup Dr	712 Buttercup	\$25.00
8/15/2019	Electrical	Elect. permit - Single family residence	1408 Fieldstone Dr	1408 Fieldstone Dr.	\$0.00
8/15/2019	Electrical	Elect. permit - Single family residence	107 Shiloh	107 Shiloh	\$0.00
8/15/2019	Mechanical	Mech. permit - furnace replacement	204 W. Church	204 W. Church	\$50.00
8/15/2019	Building	Build permit - Commercial new construction	511 Commerce Dr.	511 513 515 Commerce Dr.	\$2,020.00
8/14/2019	Mechanical	Mech. permit - split system replacement	706 Buttercup Dr	706 Buttercup	\$50.00
8/12/2019	Plumbing	Plumb. permit - water heater replacement	6 Cedar Grove Ct	6 Cedar Grove Ct.	\$25.00
8/8/2019	Mechanical	Mech. permit - split system replacement	1323 N. Dunlap	1323 N. Dunlap	\$100.00
8/7/2019	Building	Build. permit - Single family residence	504 Lake Falls Blvd	504 Lake Falls Blvd.	\$982.00
8/7/2019	Electrical	Elect. permit -	505	505	\$350.00

		commercial new construction	Commerce Dr.	Commerce Dr.	
8/7/2019	Mechanical	Mech. permit - furnace replacement	209 E. Tomaras	209 E. Tomaras	\$50.00
8/7/2019	Mechanical	Mech. permit - single family - new	1409 Winterberry Rd	1409 WInterberry	\$50.00
8/2/2019	Electrical	Elect. permit - Single family residence	101 Cattail Ave	101 Cattail	\$0.00
8/2/2019	Electrical	Elect. permit - Single family residence	1006 Declaration Dr	1006 Declaration	\$75.00
8/1/2019	Building	Build. permit - Single family residence	101 Cattail Ave	101 Cattail	\$882.00
8/1/2019	Building	Build. permit - Fence	306 W. Graham	306 W. Graham	\$25.00
8/1/2019	Building	Build. permit - Commercial - Roof re-skin	505 S. Dunlap	505 S. Dunlap (Walmart)	\$20.00
					\$5,009.00

Total Records: 22

8/28/2019

Page: 1 of 1



To: President Dykstra & Board of Trustees
From: Dennis Donaldson
Re: Planning & Economic Development August Report
Date: August 29, 2019

PLANNING AND DEVELOPMENT –If you haven’t ventured west of town to the Liberty on the Lake Subdivision, you may not have seen the latest addition. Declaration Dr. has continued further east and connects to Harper’s Ferry (which, by the way, already sprouted a couple of homes). Keep in mind that construction out at Lake Falls is on-going as well – Savoy continues to be a popular destination for new-home builds. Staff is certainly excited for what is to come.

COMPREHENSIVE PLAN UPDATE – Last Friday (August 23rd) began the “30-day Public Review” period for our Comp. Plan Update. Staff has begun fielding some questions and comments – we are looking forward to the joint meeting with the governing bodies. We appreciate you taking the time to look over the draft – 160 pages can seem quite daunting – however we know that you understand the importance of doing so. Please feel free to submit your list, ahead of the meeting if possible – we intend to keep the RPC team up-to-date on any crucial items that need to be addressed.

SAVOY BUSINESS CO-OP – The SBC made their pitch for a planned 2020 event, at the EDC meeting, on August 20th. They also presented their proposal to the Board of Trustees on August 21st. There was useful discussion at both meetings. As with any NEW event being planned, there are often concerns that need to be addressed. Staff will continue a dialog with the SBC “event-planning committee” as we are interested in supporting their endeavor and hope it can be successful – potentially for years to come.

U.S. CENSUS 2020 – This week, staff met with a representative from the Chicago field office who has been assigned to the Champaign and surrounding counties region. He also attended the training session that took place last month at the RPC. We plan to remain in contact to discuss appropriate strategies for getting the word out in our community. I am hopeful that the board will also be a leader in this charge to ensure that our residents understand the importance of being counted next year. Please let staff know if you have any questions about the role you can play as we continue planning for next year.



Village of Savoy

VILLAGE CLERK'S REPORT – September 4, 2019

Village Clerk duties:

I performed all of my regular statutory Village Clerk duties for the month of August, 2019 as follows:

Prepared all Board of Trustees and Plan Commission packets for the month, as well as attended all meetings, Staff meetings, and preparation of Minutes for the same. Preparing Ordinances and Resolutions and publish in pamphlet form or in the newspaper when necessary. Prepared agendas and Clerk's monthly calendar for Board of Trustees, Planning Commission and all Village meetings,

General Office maintenance, assisted in answering phones, and assisting and directing visitors at the Robert C. McCleary Municipal Center for the Village of Savoy and the tenants of the Savoy Business Development Center. Supervisor of the Front Desk/Receptionists. Ordering all supplies.

Record keeper of all Ordinances, Resolutions, and custody and control of all municipal papers.

Certify all documents. Keeper of the seal and certifies and attests official signatures on municipal documents. Publishes all ordinances. Records all documents as needed.

Meet all required legal notification and publication requirements to include publication of legal advertising, ordinances and other documents and legal notification and official filing of municipal documents with the County and other governmental entities.

Send out monthly reports to U-C Sanitary District regarding number of Building Permits issued monthly and sanitary sewer permit information. Emailed copies of monthly Building Permits to current Champaign County Assessor, Champaign County Regional Planning Commission, and Tolono Township Assessor

Various financial duties under certain circumstances such as signing checks and preparing receipts on incoming funds.

Opening President Dykstra's mail and keeping her apprised of monthly calendar, monthly agendas, telephone calls, and any other information she needs as President/Mayor and Liquor Commissioner of the Village of Savoy.

Champaign County Deputy Registrar – Voter registration and notary public services.

Provide certain services to the general public and news media, including maintaining copies of various documents for public inspection.

30-60-90 Day Reminders for the Village Clerk and Board of Trustees:

1. Amusement Tax Licenses expire 9-30-19. Send out Amusement Tax applications and reminder letters on 9-3-19. Deputy Clerk, Kim Leese, to complete.
2. IML Conference at the Hilton Hotel in Chicago, September 19-22, 2019. President Dykstra, Trustees Mangian, Niccum, Ruggieri, and Shonkwiler attending, as well as Village Treasurer, Dennis Donaldson.

Billie Jean Krueger, Village Clerk,
Champaign County Deputy Registrar, Notary Public, and
Local Election Official (LEO)



VILLAGE OF SAVOY-CLERK'S CALENDAR September 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Labor Day Holiday Savoy Offices Closed	3 SAVOY FIRE DEPT. MEETING 7:00 PM	4 Village President Open Office Hours <u>5:45-6:45 PM</u> Board of Trustees 7:00 PM	5	6 AGENDA	7
8	9	10	11 Board of Trustees Study Session 7:00 PM	12	13 AGENDA	14
15	16	17 EDC 12-2 PM	18 Board of Trustees 7:00 PM	19 IML CONF. 9-19-9-22	20 AGENDA	21
22	23 Fall begins PLANNING COMMISSION 7:00 PM	24	25	26	27 AGENDA	28
29	30					