

Mascoutah City Council

May 1, 2023

REGULAR MEETING AGENDA

IN-PERSON MEETING with combined IN-PERSON and optional VIRTUAL PUBLIC PARTICIPATION – see below for instructions on attending virtually

6:30 pm – New Council Orientation

7:00 pm – City Council Meeting

1. PRAYER & PLEDGE OF ALLEGIANCE
2. CALL TO ORDER
3. ROLL CALL
4. AMEND AGENDA – consideration of items to be added/ deleted to /from the meeting agenda. *No action can be taken on added items, but may be discussed only. Exceptions – emergency items as authorized by law.*
5. MINUTES, April 17, 2023 City Council Meeting (Page 1 to Page 4)
April 17, 2023 Executive Session Meeting (confidential, see City Clerk)
6. PUBLIC COMMENTS (3 minutes) – opportunity for the public to comment.
7. REPORTS AND COMMUNICATIONS
 - A. Mayor
 - B. City Council
 - C. City Manager
 - D. City Attorney
 - E. City Clerk
8. SWEARING IN
 - A. Council Members Jack Weyant, Walter Battas and Mike Baker by City Clerk
9. COUNCIL BUSINESS
 - A. Council Items for Action
 1. Bid Award – Park Tractor (Page 5 to Page 6)
Description: Council approval and authorization of bid for the purchase of a tractor for the Building Maintenance/Parks Department.
Recommendation: Council Approval.
 2. Bid Award – Police Vehicle Purchases (Page 7 to Page 8)

Description: Council approval and authorization of bid for the purchase of one vehicle for the Police Department.

Recommendation: Council Approval.

3. Resolution – Establishing an International Relationship

(Page 9 to Page 10)

Description: Council approval and adoption of a Resolution establishing an International Relationship with the German city of Hassloch.

Recommendation: Council Approval and Adoption of Resolution.

4. Strategic Plan Q1 Update

(Page 11 to Page 18)

Description: Council acceptance of the quarterly update of the 2023 Strategic Plan.

Recommendation: Council Acceptance.

B. Council Miscellaneous Items

C. City Manager

10. PUBLIC COMMENTS (3 MINUTES)

11. ADJOURNMENT TO EXECUTIVE SESSION – NONE

12. MISCELLANEOUS OR FINAL ACTIONS

13. ADJOURNMENT

POSTED 4/27/23 at 4:00 PM

OPTIONAL VIRTUAL PUBLIC PARTICIPATION – see below for instructions on attending virtually

In-person public attendance is allowed. Optional virtual public attendance is also being provided virtually through Zoom Meeting (<https://zoom.us>).

Please join my meeting from your computer, tablet or smartphone.

<https://us02web.zoom.us/j/87876758114>

You can also dial in using your phone.

United States: +1 (312) 626-6799

Access Code: 878-7675-8114

**CITY OF MASCOUTAH
CITY COUNCIL MINUTES
#3 WEST MAIN STREET
MASCOUTAH, IL 62258-2030**

APRIL 17, 2023

The minutes of the regular meeting of the City Council of the City of Mascoutah.

PRAYER AND PLEDGE OF ALLEGIANCE

City prayer was delivered by City Clerk Melissa Schanz. The Council remained standing and recited the Pledge of Allegiance.

CALL TO ORDER

Mayor Pat McMahan called the meeting to order at 7:00p.m.

ROLL CALL

Mayor Pat McMahan and Council members John Weyant, Walter Battas and Eric Kohrmann.

Absent: Nick Seibert.

Other Staff Present: City Manager Becky Ahlvin, City Clerk Melissa Schanz, City Attorney Al Paulson, Lieutenant Matt Steinkamp.

Establishment of a Quorum: A quorum of City Council members was present.

AMEND AGENDA

None.

MINUTES

The minutes of the April 3, 2023 regular City Council meeting and the Executive Session meeting were presented and approved as presented.

Motion passed. Passed by unanimous yes voice vote.

PUBLIC COMMENTS

Representative Kevin Schmidt stopped in to say hello and introduce himself.

Eric Mercer, a resident of Mascoutah, voiced concerns about his recent tickets and his civil rights.

MONTHLY DEPARTMENT REPORTS FOR FEBRUARY WERE PROVIDED

REPORTS AND COMMUNICATIONS

Mayor – Nothing to report.

City Council

Weyant – Nothing to report.

Battas – Nothing to report.

Seibert – Nothing to report.

Kohrmann – Nothing to report.

City Manager – Nothing to report.

City Attorney – Nothing to report.

City Clerk – Nothing to report.

COUNCIL BUSINESS

BUDGET 23/24 – ADOPTION OF ORDINANCE

City Manager presented a report for Council approval and adoption of the City's FY23/24 Budget.

There was no further discussion.

Weyant moved, seconded by Battas, to approve and adopt Ordinance No. 23-03, thereby establishing the City's FY 23/24 Budget.

Motion passed. AYE's – Weyant, Battas, Kohrmann, McMahan. NAY's – none.
ABSENT – Seibert.

CODE CHANGE – ELECTRIC, WATER & SEWER RATES

City Manager presented a report for Council approval of revisions to Chapter 11-Electric System and Chapter 38-Water and Sewer Rates of the City Code by adoption of ordinance.

There was no further discussion.

Kohrmann moved, seconded by Weyant, to approve and adopt Ordinance 23-04, thereby modifying Chapter 11, Electric System, Article 1, General Regulations, Section 1; and approve and adopt Ordinance No. 23-05, thereby modifying Chapter 38, Article 4 Division 2 Water Rates, Section 12 and Division 3 Sewer Rates, Section 31.

Motion passed. AYE's – Weyant, Battas, Kohrmann, McMahan. NAY's – none.
ABSENT – Seibert.

CODE CHANGE – RIGHT-OF-WAY ORDINANCE

City Manager presented a report for Council consideration of approval of an ordinance to amend Chapter 38: Utilities to add Article 6: Construction of utility facilities in the rights-of-way.

There was no further discussion.

Kohrmann moved, seconded by Battas, to approve and adopt Ordinance No. 23-06, thereby modifying Chapter ; Utilities to add Article 6; Construction of utility facilities in the rights-of-way.

Motion passed. AYE's – Weyant, Battas, Kohrmann, McMahan. NAY's – none.
ABSENT – Seibert.

BID AWARD – TRANSFORMERS

City Manager presented a report for Council approval for the purchase of transformers for the Electric Department.

There was no further discussion.

Weyant moved, seconded by Battas, to approve the purchase of 12 transformer for the Electric Department inventory from Jerry's Electric Inc. of Colman, SD in the amount of \$53,205.00 and authorize appropriate officials to execute the necessary documents.

Motion passed. AYE's – Weyant, Battas, Kohrmann, McMahan. NAY's – none.
ABSENT – Seibert.

COUNCIL – MISCELLANEOUS ITEMS

None.

CITY MANAGER – MISCELLANEOUS ITEMS

None.

PUBLIC COMMENTS

Eric Mercer had more comments.

ADJOURNMENT TO EXECUTIVE SESSION

Battas moved, seconded by Weyant, to adjourn to Executive Session to discuss Personnel at 7:34 p.m.

MISCELLANEOUS OR FINAL ACTIONS

None.

ADJOURNMENT

Kohrmann moved, seconded by Weyant, to adjourn at 9:03 p.m.

Motion passed. Motion passed by unanimous yes voice vote.

Melissa Schanz, City Clerk

**CITY OF MASCOUTAH
Staff Report**

TO: Honorable Mayor & Council
FROM: Rebecca Ahlvin, City Manager
SUBJECT: **Bid Award – Park Tractor**

MEETING DATE: May 1, 2023

REQUESTED ACTION:

Approval and authorization of bid for the purchase of a tractor for the Building Maintenance/
Parks Department.

BACKGROUND & STAFF COMMENTS:

Bid was received through Sourcewell, a government bidding agency, for a tractor from Mascoutah Equipment Co., Inc. for a new 2023 Kubota L Series tractor in the amount of \$32,144.73. This tractor will be used for mowing within Scheve Park (north side, baseball outfields, and open areas within the park). The 11' 1" flex mower deck with hydraulics was purchased March 2023 from Mascoutah Equipment as budgeted in the FY 22/23 budget. This tractor purchase is budgeted in the FY 23/24 budget. Delivery will be within 2-3 weeks of order.

FUNDING:

This purchase is budgeted in the FY 23/24 budget.

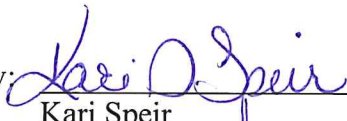
RECOMMENDATION:

City staff is recommending approval of the purchase of a new 2023 Kubota L Series tractor from Mascoutah Equipment Co., Inc. in the amount of \$32,144.73.

SUGGESTED MOTION:

I move that the Council approve the bid for a new 2023 Kubota L Series L3560HSTC-LE Tractor to Mascoutah Equipment Co., Inc. of Mascoutah, IL in the amount of \$32,144.73 and authorize appropriate officials to execute the necessary documents.

Prepared By:


Kari Speir
Assistant City Manager

Approved By:


Becky Ahlvin
City Manager

Attachments: A – Bid Specifications

-- Standard Features --

-- Custom Options --



Kubota

L Series

L3560HSTC-LE

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Kubota Common Rail Direct Injection

3 Cylinder Engine

EPA Tier 4 Compliant

SAE Gross HP: 37.0

Engine Net HP: 35.0

PTO HP: 28.0

Engine Model: D1803

Displacement: 111.4 Cu. In.

Charging Output 60 Amps

12V - 582 CCA

Dual Air Cleaner Element

EXHAUST EMISSION

CONTROL TYPE

Diesel Particulate Filter

**HYDRAULICS / HITCH /
DRAWBAR**

Open Center

Tandem Pump Gear Type

12.8 gpm Total Hyd. Flow

**3-POINT HITCH &
DRAWBAR**

Cat I 3-Point Hitch

At Lift Point 3748 lbs.

24" Behind 2646 lbs

Position Control 3-Point Valve

POWER TAKE OFF

Live Independent with Hydraulic

Clutch

Rear PTO - 1 Speed

SAE Std 1 3/8" Six Spline

540 rpm @ 2550 Eng. Rpm

Electric over Hydraulic PTO

Switch

TRANSMISSION

Hydrostatic Drive - HST PLUS

Rear Differential Lock

3 Forward Ranges

3 Reverse Ranges

Wet Disc Brakes

FRONT AXLE

Hydrostatic Power Steering

Cast Iron with Bevel Gear 4WD

Tread Spacing - Nonadjustable

SELECTED TIRES

ALR8868A & LR6801

FRONT - 27x8.50-15 R3 GOODYEAR SOFTRAC

REAR - 355/80D20 BRIDGESTONE PILLOW DIAMETER 1

FLUID CAPACITY

Fuel Tank 13.5 gal.

Cooling System 7.9 qts.

Crankcase 7.1 qts.

Transmission and

Hydraulics 11.1 gal.

Front Axle 6.9 qts.

INSTRUMENTS

Tachometer/Hour meter

Digital Read for Speed, MPH, PTO

Speeds, Diagnostics Systems

and DPF System

Lighted Communications Symbols

Warning Symbols

HST Mode Selection

FEATURES

High Back Adj. Swivel Seat

w/Deluxe

Suspension w/Arm Rests

Illuminated Instrument Panel

Large, Flat Operator's Station

Tilt Steering

Wide, Anti-Slip Step

ISO Mounted Platform

Telescoping Lower Links

2 Tier Halogen Head Lights

4 Position Loader Valve

Steel Hood and Fenders

Cup Holder

Auto Throttle Advance

Hydro Dual Speed (H-DS)

HST Response Control

Throttle-Up Switch

Front Wiper w/Washer

Interior Light

AC/Heater with Internal/External

Ventilation

Speakers and Radio Pre-Wired

Hom

SAFETY EQUIPMENT

ROPS Certified Cab w/Retractable

Seat Belt

Flip-Up PTO Shield

Safety Start Switches

Turn Signals / Hazard Lights

Electric Key Shut Off

Parking Brake

SMV Sign

Rear View Mirror

L3560HSTC-LE Base Price: \$36,694.00

(1) AIR RIDE SEAT \$1,070.00
L6026-AIR RIDE SEAT

(1) REMOTE HYD CONTROL / E36 CAB \$717.00
L8396-REMOTE HYD CONTROL / E36 CAB

(4) FRONT SUITCASE WEIGHT \$344.00
BL8069-FRONT SUITCASE WEIGHT

(1) DOUBLE ACTING VALVE \$294.00
L8308-DOUBLE ACTING VALVE

(4) BOLT KIT FOR BL8069 - 1 PER WEIGHT \$36.00
BL8049-BOLT KIT FOR BL8069 - 1 PER WEIGHT

Configured Price: \$39,155.00

Sourcewell Discount: (\$8,614.10)

SUBTOTAL: \$30,540.90

Dealer Assembly: \$353.83

Freight Cost: \$850.00

PDI: \$400.00

Total Unit Price: \$32,144.73

Quantity Ordered: 1

Final Sales Price: \$32,144.73

**Final pricing will be based upon pricing at the time of
final delivery to Sourcewell members.
Purchase Order Must Reflect Final Sales Price.**

To order, place your Purchase Order directly with the quoting dealer

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

CITY OF MASCOUTAH
Staff Report

TO: Honorable Mayor & Council

FROM: Becky Ahlvin, City Manager

SUBJECT: Bid Award – Police Vehicle Purchases

MEETING DATE: May 1, 2023

REQUESTED ACTION:

Approval and authorization of bid for the purchase of one vehicles for the Police Department.

BACKGROUND & STAFF COMMENTS:

A bid was received from Morrow Brothers Ford for a new 2023 Ford Police Interceptor SUV at the Illinois Government Price in the amount of \$40,885.00. This vehicle will replace the 2013 Ford Sedan Police Interceptor (M5) which will be sold or traded. In addition, the vehicle will require approximately an additional \$6,500.00 for add on equipment (console, weapon rack, lights, siren) and installation.

FUNDING:

The funding is in the current budget along with the needed equipment.

RECOMMENDATION:

Staff recommends approving the purchase of a 2023 Ford Police Interceptor SUV for the total amount of \$40,885.00.

SUGGESTED MOTION:

I move that the Council approve the purchase in the amount of \$40,885.00 to Morrow Brothers Ford Inc. of Greenfield, IL for furnishing a 2023 Ford Police Interceptor SUV and authorize appropriate officials to execute the necessary documents.

Prepared By: Melissa A. Schanz
Melissa A Schanz
City Clerk

Approved By: Becky Ahlvin
Becky Ahlvin
City Manager

Attachment: A – State of Illinois 2023 Ford Interceptor SUV Government Bid



WWW.MORROWBROTHERSFORDINC.COM

1242 Main Street • GREENFIELD IL 62044

(217) 368-3037 • Fax (217) 368-3517 • Toll free 1-877-368-3038

April 5, 2023

Chief Scott Waldrup
Mascoutah Police
(618) 792-2285

We have figured the following for your consideration.


1-New 2023 Ford Police Interceptor Utility AWD Gasoline

YZ White Exterior Color
96 Cloth Front/Vinyl Rear Seats
18D Hatch Timer Delete
43D Dark Mode Interior
60A Grill/Lamp/Speaker Wiring
63B Side Mirror LED Warning
51R Driver's Side LED Spotlight
549 Power Heated Mirrors
47A Factory Police Engine Idle
55F Remote Keyless Entry w/4 Fobs
68G Rear Lock/Windows Driver Controlled
New MP License/Title
All other standard equipment – Per attached page

Illinois Government Price \$40,885.00*

Units are in stock* at the time of this quote. Stock units are available first come first serve and subject to sale at any time. Additional options can be added as required. All trade in vehicles are welcome regardless of miles or condition. Let me know if you have any questions.

Thank you,


Richie Morrow Wellenkamp
Government Sales Manager
Morrow Brothers Ford, Inc.

Customer Acceptance: 

Date of Acceptance: 4-11-2023

Please submit this form along with your purchase order and a copy of your Illinois Tax Exempt Letter.

~~No Delivery until~~
~~After MAY 1st, 2023~~

Attachment A

**CITY OF MASCOUTAH
Staff Report**

TO: Honorable Mayor & Council

FROM: Becky Ahlvin, City Manager

SUBJECT: Resolution – Establishing an International Relationship

MEETING DATE: May 1, 2023

REQUESTED ACTION:

Adoption of a Resolution establishing an International Relationship with the German city of Hassloch.

BACKGROUND & STAFF COMMENTS:

Many of Mascoutah's founding families came from Hassloch, Germany. The City is working with the Mascoutah Historical Society to build and establish an International Relationship with the German city of Hassloch, recognizing this relationship will benefit Mascoutah through educational, cultural, and economic exchanges.

FUNDING:

No funding is needed at this time.

RECOMMENDATION:

Council approval and adoption of Resolution.

SUGGESTED MOTION:

I move that the Council approve and adopt Resolution No. 23-24-____, a Resolution establishing an International Relationship with the German city of Hassloch.

Prepared By: Melissa A. Schanz
Melissa A Schanz
City Clerk

Approved By: Becky Ahlvin
Becky Ahlvin
City Manager

Attachments: A – Resolution

RESOLUTION NO. 23-24-__

WHEREAS, the City of Mascoutah in conjunction with the Mascoutah Historic Society will be establishing an International Relationship with the German city of Hassloch.; and

WHEREAS, our German heritage is deeply reflected throughout Mascoutah with many of our founding families coming from Hassloch; and

WHEREAS, this relationship will lay the foundation to mutually expand community outreach with economic, educational and cultural opportunities; and

WHEREAS, it is the desire of the City Council of the City of Mascoutah to establish relationships with other cities in the world that can contribute to and benefit the mutual understanding and friendship between our various people.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MASCOUTAH:

That the City Council does hereby declare its intention and desire to establish an international relationship between the people of Mascoutah and the people of Hassloch Germany.

BE IT FURTHER RESOLVED, That the Mascoutah community will actively support and promote this relationship and broaden international alliances through educational, cultural and economic exchanges.

BE IT FURTHER RESOLVED, This Resolution shall become effective on the first day of May 2023.

ADOPTED and **APPROVED** by the Mayor and City Council of the City of Mascoutah this 1st day of May, 2023, A.D.

Mayor

ATTEST:

City Clerk
(SEAL)

Attachment A

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & Council

FROM: Becky Ahlvin, City Manager

SUBJECT: Strategic Plan Q1 Update

MEETING DATE: May 1, 2023

REQUESTED ACTION:

Accept the quarterly update of the 2023 Strategic Plan.

BACKGROUND & STAFF COMMENTS:

The City Council and the City's Leadership Team met in January for Strategic Planning Training. James Arndt of Arndt Municipal Support, Inc. facilitated the discussion and discussed the value of strategic planning, role clarity of Council and Staff, vision statements, and organizational goals.

The Strategic Plan creates a vision for Mascoutah and establishes goals.

The Vision:

“A community of choice, opportunity, and hometown pride, where the seeds fall and the roots grow.”

The Goals:

- FI – Complete City facility improvements including a Public Safety Facility.
- DT – Pursue downtown rehabilitation, improvements, and City beautification.
- IP – Complete infrastructure planning and improvements.
- ED – Enhance community and economic development activity.
- PR – Strengthen intergovernmental relationships.
- HR – Conduct staffing restructuring and reorganization.

The full status report is attached. A few highlights include:

- Under FI, the City is working with FGM Architects to complete a space needs study. This study is evaluating all of the City's buildings and staffing to make a recommendation on how to configure, renovate, or build to accommodate current needs and prepare for future growth.
- Under DT and ED, the City is a member of Main Street America (www.mainstreet.org) and is working with Moran Economic Development to create a TIF and Business District to help encourage growth along Main Street and in other commercial areas.
- Under IP, the City is working to create a water and sewer facilities plan, a 5-year maintenance plan for streets and sidewalks, and is working with IDOT to fix Main Street.

- Under PR, City Staff attends regional networking meetings with various agencies to build better relationships.
- Under HR, when jobs become open, staff evaluates the need for that position to see if it can be reworked to better fit the needs of the organization.

FUNDING:

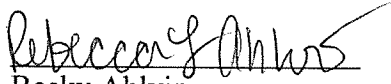
Not applicable.


RECOMMENDATION:

Accept the 2023 Strategic Plan Quarter 1 update.

SUGGESTED MOTION:

I move that the Council accepts the 2023 Strategic Plan Quarter 1 update.

Prepared By: 
Becky Ahlvin
City Manager

Approved By: 
Becky Ahlvin
City Manager

Attachment: A – Strategic Plan

Goal (FI): City facility improvements including a Public Safety Facility. Champions: City Manager, Chief of Police, and City Engineer						
Identifier	Objective	Start Date	Estimated Completion Date	Status 5/1/23	Notes	
FI-1	Research, design, and construct a public safety facility that meets the current and future needs of the City.	May 2023	Dec. 2025	In process	Underway as part of the space needs study. Additionally, staff is researching grant opportunities to help with funding new facilities.	
FI-2	Complete a facility needs analysis on City Hall and make necessary plans to meet the needs identified within the analysis.	Summer 2023	Jul. 2023	In process	City is working with FGM Architects to complete a space needs study. This study is evaluating all of the City's buildings and staffing to make a recommendation on how to configure, renovate, or build to accommodate current needs and prepare for future growth.	
FI-3	facility improvements to accommodate future departmental growth and the provision of professional services.	Summer 2023	Dec. 2024	Not started		

Goal (DT): Pursue downtown rehabilitation, improvements, and City beautification. Champions: City Manager, Planning and Zoning						
Identifier	Objective	Start Date	Estimated Completion Date	Status	5/1/23	Notes
DT-1	Investigate and consider adopting a Main Street America program.	Feb. 2023	Jul. 2023	In process		City is a member of Main Street America (www.mainstreet.org) - an organization of main street organizations, cities, and businesses that work to revitalize older and historic commercial districts. Staff is now working to get Mascoutah designated as an Affiliate member.
DT-2	Work with downtown business owners and community partners to foster a downtown destination reputation to include dining and entertainment opportunities at night and on the weekends.	Jul. 2023	Dec. 2023	Not started		
DT-3	Work diligently on eliminating and/or cleaning up derelict or neglected properties throughout the City in order to preserve property values and increase community pride.	Feb. 2023	Dec. 2024	In process		The City is cleaning up various properties around town.
DT-4	Beautify all City gateways and relocate welcome to Mascoutah signs to the current City corporate limits.	May 2023	Dec. 2023	Not started		
DT-5	Work with downtown property owners to develop unified downtown exterior design standards and incentive programs to assist downtown property owners.	Jul. 2023	Jul. 2024	Not started		
DT-6	Investigate creating a Downtown TIF District or a downtown Business Tax Development District to support downtown improvements.	Feb. 2023	Jul. 2023	In process		The City is working with Moran Economic Development to implement a TIF and Business District.
DT-7	Encourage downtown business growth.	Feb. 2023	Dec. 2023	In process		The City is working with Moran Economic Development to implement a TIF and Business District. Both of these economic development tools will help encourage growth in Mascoutah's downtown area.

Goal (IP): Complete infrastructure planning and improvements. Champions: Public Works Director and City Engineer					
Identifier	Objective	Start Date	Estimated Completion Date	Status 5/1/23	Notes
IP-1	Research, design, and construct sustainable and resilient infrastructure to better meet the needs of the City driven by major weather events. This includes bolstering the power grid and improving water, sewer, and drainage issues.	Feb. 2023	Dec. 2025 & Ongoing	In process	Staff is researching various sustainability initiatives, including creating greenspace to help with flooding. Further, the City is working on a water and sewer facilities plan that will keep up with the growth the City is expecting, as well as better handle the City's current system.
IP-2	Investigate, design, and construct improvements to Main Street. Create a 5-year capital improvement program identifying necessary improvements to city sidewalks, curbs, roads, and city owned utilities aimed at keeping up with aging infrastructure and providing new infrastructure for growth.	May 2023	Dec. 2025	In process	The City met with IDOT about fixing Main Street and the sidewalks. The City emphasized the importance of walkability and resiliency as outlined in Mascoutah's Great Streets Initiative.
IP-3	Design and construct improvements identified within the 5-year capital improvement program.	Mar. 2023	Jul. 2023	In process	The City is working with an engineering firm to create a plan for infrastructure maintenance.
IP-4		May 2023	Dec. 2024	Not started	

Goal (ED): Enhance community and economic development activity. Champions: City Manager and Assistant City Manager						
Identifier	Objective	Start Date	Completion Date	Estimated	Status 5/1/23	Notes
ED-1	Pursue steady and controlled growth through purpose driven annexations.	May 2023	Dec. 2025		In process	The City Attorney provided an informational packet about annexation. Staff is drafting a letter to send to land owners to open annexation discussions.
ED-2	Maximize residential, commercial, and industrial growth opportunities along the I-64 Corridor with a mix of job opportunities.	Apr. 2023	Dec. 2025		In process	The City is building out the additional underbuild on the 13.8 kV Line 2 to be prepared for growth along Route 4.
ED-3	Investigate and consider hiring a full-time economic development professional that can assist with downtown development, commercial development, and industrial development through business retention and expansion visits and recruitment.	May 2023	Jun. 2023		Not started	
ED-4	Purposefully increase City economic development activities. Develop a residential and commercial development plan for the City defining growth targets.	Apr. 2023	Jun. 2023		In process	In addition to the increased capacity of Line 2 and the creation of the TIF and Business District, staff is working with brokers and developers on potential locations for retail establishments.
ED-5	Pursue additional residential housing opportunities that includes town houses and infill development.	Summer 2023	Sept. 2023		Not started	
ED-6		Summer 2023	Sept. 2023		Not started	
ED-7	Streamline the development review and application process.	Apr. 2023	Sept. 2023		In process	Staff is reviewing current City policies, including zoning, to find where the City can streamline the process and work with businesses.

Goal (PR): Strengthen Intergovernmental Relationships. Champions: Mayor, City Council, and City Manager					
Identifier	Objective	Start Date	Estimated Completion Date	Status 5/1/23	Notes
PR-1	Work purposefully to create a mutually beneficial professional working relationship with the local school district.	Feb. 2023	Ongoing	Not started	The School District is going through a transition to a new board and a new superintendent. When they are in place, staff will reach out to make introductions.
PR-2	Develop a good professional relationship with County leaders.	Feb. 2023	Ongoing	In process	Staff reaches out to the County for information when needed.
PR-3	Create, cultivate, and maintain strong working relationships with public and private economic development organizations and developers.	Feb. 2023	Ongoing	In process	Staff attends regional economic development meetings, networking with area developers and brokers to build relationships.
PR-4	Intentionally develop working relationships with other governmental agencies for the betterment of Mascoutah.	Feb. 2023	Ongoing	In process	Staff attends Mascoutah Chamber meetings and works with other agencies such as SLM Water and the Water Protection District. Staff also attends regional networking meetings for different specialties to build a network of resources.

Goal (HR): Conduct staffing restructuring and reorganization. Champions: City Manager and Assistant City Manager						
Identifier	Objective	Start Date	Completion Date	Status 5/1/23	Notes	
HR-1	Stabilize the parks and recreation opportunities and activities by considering additional staffing and or leadership.	Summer 2023	Jun. 2023	Not started		
HR-2	Hire a full-time Fire Chief.	Oct. 2023	Jun. 2023	Not started		
HR-3	Purposefully increase staff to better support our residents, provide great customer service, and streamline the development review process to meet the needs of future growth.				Staff is creating a job description to hire a fire administrative assistant. Additionally, as jobs become open, staff is evaluating the position's duties to ensure the position has a title that accurately reflects the duties and to see if a different position/title would be better suited for Mascoutah.	
HR-4	Align job titles with actual employee duties.	Feb. 2023	Jun. 2023 May 2023	In process In process	See above.	
HR-5	Develop succession plans for City leadership positions.		May 2023	In process	Staff is gathering information about upcoming retirements and making plans for the retirees' institutional knowledge is transferred. Additionally, staff is evaluating current employees for fit for leadership positions to build the City's bench.	