

Mascoutah City Council

February 6, 2017

REGULAR MEETING AGENDA

City Council Meeting - 7:00 pm

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, January 3, 2017 City Council Meeting (Page 1 to Page 3) MINUTES, January 3, 2017 Executive Session Meeting (confidential, see City Clerk)

6. PUBLIC COMMENTS (3 minutes) – opportunity for the public to comment.

7. REPORTS AND COMMUNICATIONS

- A. Mayor – appointment to SLM Water Commission
- B. City Council
- C. City Manager
- D. City Attorney
- E. City Clerk

8. COUNCIL BUSINESS

A. Council Items for Action:

1. Interior Protective Coating Restoration for the Elevated Water Storage Reservoir – Bid Award (Page 4 to Page 7)

Description: Council approval and authorization of bids for furnishing all labor, materials and equipment for the Interior Protective Coating Restoration for the Elevated Water Storage Reservoir located along Sixth Street.

Recommendation: Council Approval.

2. Main Street Closing – Spring Fest with IDOT Resolution (Page 8 to Page 10)

Description: Council approval of a request by the Mascoutah Chamber of Commerce to close Main Street (IL 177) on May 19, 2017 for the Spring Fest.

Recommendation: Council Approval and Adoption of Resolution.

- 3. Code Change – Stop Intersections** (Page 11 to Page 13)
Description: Council approval of an ordinance to amend Schedule A – Stop Intersections.

Recommendation: First reading.

- 4. Code Change – Recreation and Parks Code** (Page 14 to Page 19)
Description: Council approval of an ordinance for revisions to Chapter 31 – Recreation and Parks of the City Code by adding Article VIII – Ball Field Use Rules and Regulations.

Recommendation: First reading.

B. Council Miscellaneous Items

- Budget Guidance FY17-18 (Page 20 to Page 21)

C. City Manager

- Yard Waste Drop Off Site
- Public Safety Sales Tax

9. PUBLIC COMMENTS (3 MINUTES)

10. ADJOURNMENT TO EXECUTIVE SESSION – NONE

11. MISCELLANEOUS OR FINAL ACTIONS

12. ADJOURNMENT

POSTED 2/3/17 at 5:00 PM

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

JANUARY 3, 2017

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 Kari Haas. The Council remained standing and recited the Pledge of Allegiance.

CALL TO ORDER

Mayor Gerald Daugherty called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Mayor Gerald Daugherty, Council members Ben Grodeon, Paul Schorr, John Weyant and Pat McMahan.

Absent: None.

Other Staff Present: City Manager Cody Hawkins, City Clerk Kari Haas, City Attorney Al Paulson, Assistant City Manager Mike Bolt, and City Engineer Tom Quirk.

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

AMEND AGENDA

None.

MINUTES

The minutes of the December 19, 2016 regular City Council meeting were presented and the minutes were approved as presented.

Motion passed. Passed by unanimous yes voice vote.

PUBLIC COMMENTS

None.

REPORTS AND COMMUNICATIONS

Mayor

Attended the following meetings and functions: SLM Water Commission meeting, meeting with Parks & Recreation Commission member Amy Gaultney regarding playground for the developmentally disabled, Chief Bruce Fleshren's retirement luncheon, volunteered at the Visitor's Center, City Engineer Ron Yeager's retirement luncheon.

City Council

Grodeon – Attended the following meetings and functions: Chief Bruce Fleshren's retirement luncheon.

Schorr – Attended the following meetings and functions: School Board meeting, Chief Bruce Fleshren's retirement luncheon, City Engineer Ron Yeager's retirement luncheon.

Weyant – Nothing to report.

McMahan – Attended the following meetings and functions: Chief Bruce Fleshren's retirement luncheon, City Engineer Ron Yeager's retirement luncheon.

City Manager – Nothing to report.

City Attorney – Nothing to report.

City Clerk – Nothing to report.

SWEARING IN

Scott Waldrup was sworn in as Police Chief by City Clerk Kari Haas.

COUNCIL BUSINESS

PC 16-12 – HOLY CHILDHOOD, E. GREEN VACATION BETWEEN N. JOHN AND N. INDEPENDENCE STREETS

City Manager presented report for Council consideration of approval of an ordinance to vacate East Green Street between North John Street and North Independence Street.

Councilman Schorr asked about the vacation being for the whole street but only a portion of it will be blocked off. City Manager stated that a portion of the street will remain open for access to the parking lot and for teacher parking. Councilman Schorr asked who will be responsible for the maintenance of the street. City Manager stated that the church will be responsible for maintenance of the street; City will be maintaining a utility easement.

Councilman Grodeon asked if any further comments were received from neighboring residents. City Manager stated that no further comments have been received.

McMahan moved, seconded by Weyant, to approve and adopt Ordinance No. 17-01, approving the East Green Street vacation.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

COUNCIL – MISCELLANEOUS ITEMS

Councilman Grodeon asked about the Sixth Street and Harnett Street intersection and asked for the discussion to be brought back for future action. City Manager stated that he will speak with the school district and look at the different options for that intersection.

CITY MANAGER – MISCELLANEOUS ITEMS

None.

PUBLIC COMMENTS

None.

ADJOURNMENT TO EXECUTIVE SESSION

Weyant moved, seconded by Grodeon, to adjourn to Executive Session to discuss Personnel – Section 2(c)(1) – Discussion of Police Chief Employment Agreement at 7:14 p.m.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

RETURN TO REGULAR SESSION

McMahan moved, seconded by Schorr, to return to Regular Session at 7:46 p.m.

Motion passed. Motion passed by unanimous yes voice vote.

MISCELLANEOUS OR FINAL ACTIONS

EMPLOYMENT AGREEMENT – POLICE CHIEF / DIRECTOR OF PUBLIC SAFETY

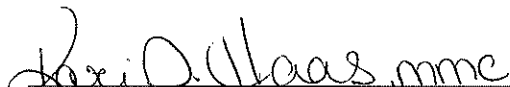
Weyant moved, seconded by McMahan, to approve the Employment Agreement with Scott Waldrup for the position of Police Chief / Director of Public Safety.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

ADJOURNMENT

McMahan moved, seconded by Schorr, to **adjourn at 7:48 p.m.**

Motion passed. Motion passed by unanimous yes voice vote.


Kari D. Haas, City Clerk

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & Council

FROM: Cody Hawkins – City Manager

SUBJECT: **Interior Protective Coating Restoration for the Elevated Water Storage Reservoir - Bid Award**

MEETING DATE: February 6, 2017

REQUESTED ACTION:

Approval and authorization of bids for furnishing all labor, materials and equipment for the Interior Protective Coating Restoration for the Elevated Water Storage Reservoir located along Sixth Street.

BACKGROUND & STAFF COMMENTS:

Bids for the *Interior Protective Coating Restoration for the Elevated Water Storage Reservoir* were opened on Friday, January 27, 2017. There were 6 bidders total. Lowest qualified bid was submitted by Trikote, LLC of Pacific, MO. for a total base bid amount of \$99,800.00. This project consists of a complete interior abrasive blast and interior protective coating using a three coat NSF-approved zinc/epoxy/epoxy system for all interior wetted surfaces of the reservoir, interior landings, and portions of the interior pedestal. The restoration will also include caulking of the interior roof lap seams and beams, replacement of the upper 8-feet of interior bowl steel ladder, new stainless steel screen and hardware for the roof vent, reservoir disinfection, and anniversary inspection. See Bid Tab, Attachment A.

FUNDING:


This project will be paid for with a Water/Sewer Funds as budgeted.

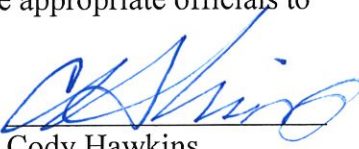
RECOMMENDATION:

Approval of low bid for furnishing all labor, materials and equipment for the *Interior Protective Coating Restoration for the Elevated Water Storage Reservoir* to Trikote, LLC for a total amount of \$99,800.00.

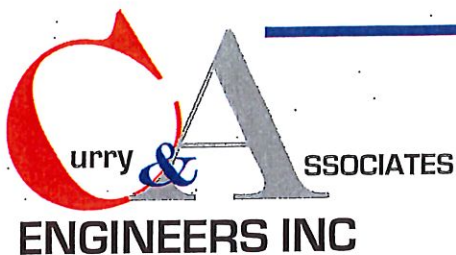
SUGGESTED MOTION:

I move that the Council approve the low bid of \$99,800.00 to Trikote, LLC of Pacific, MO for furnishing all labor, materials and equipment for the *Interior Protective Coating Restoration for the Elevated Water Storage Reservoir* and authorize appropriate officials to execute the necessary documents.

Prepared By: 
Tom Quirk
City Engineer

Approved By: 
Cody Hawkins
City Manager

Attachment: A – Bid Tab



January 31, 2017

(2016.114)

Cody Hawkins, City Manager
City of Mascoutah
3 West Main Street
Mascoutah, IL 62258

Re: Interior Protective Coating Restoration for 500,000 Gallon Elevated Water Storage
Reservoir
City of Mascoutah, IL

Dear Mr. Hawkins:

Bids for the above referenced project were opened on January 27, 2017. The following bids were received:

| | |
|-------------------------------------|----------------|
| Trikote, LLC | - \$99,800.00 |
| L&T Painting Company | - \$105,000.00 |
| L.C. United Painting Company | - \$120,000.00 |
| Quality Assured Industrial Coatings | - \$122,000.00 |
| Tecorp | - \$169,900.00 |
| TMI Coatings | - \$193,500.00 |

Due to the need for this project, we respectfully recommend that this project be awarded to Trikote, LLC in the amount of \$99,800.00.

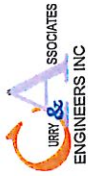
We have also included the bid tabulation for all bidders. Do not hesitate to contact us if you have any questions.

Very truly yours,
CURRY & ASSOCIATES ENGINEERS, INC.



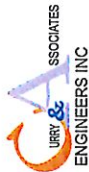
Roger Mensing, P.E.

Bid Tabulation



| Interior Protective Coating Restoration for 500,000 Gallon Spheroidal Elevated Water Storage Reservoir OWNER: City of Mascoutah, IL DATE/TIME: January 27, 2017 @ 3:00 P.M. LOCATION: City Hall | | | | CONTRACTOR: TriKote, LLC 2846 Tiny Ridge Way Pacific, MO 63069 | CONTRACTOR: L&T Painting Company, Inc. 50502 Hunters Creek Trail Shelby Twp., MI 48317 | CONTRACTOR: L.C. United Painting Co., Inc. 3525 Barbara Drive Sterling Heights, MI 48310 |
|---|-----------------|----------|------------|--|--|--|
| ITEM | UNIT OF MEASURE | QUANTITY | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL |
| BASE BID | | | | | | |
| Provide complete interior abrasive blast and interior protective coatings, using a three coat NSF-approved zinc/epoxy/epoxy system for all interior wetted surfaces of reservoir, including all access rigging. Include reservoir disinfection and AWWA anniversary inspection. | LS | 1 | | \$93,700.00 | | \$104,000.00 |
| Provide complete interior abrasive blast and interior protective coatings, using a three coat NSF-approved zinc/epoxy/epoxy system for all upper surfaces of two (2) interior landings and approximately 30 square feet of coating failures directly adjacent to landings. | LS | 1 | | \$2,800.00 | | \$8,500.00 |
| Provide caulking of lap seams around reservoir roof interior lap seams and beams as directed by Engineer. | LF | 1000 | \$1.50 | \$1,500.00 | \$3.00 | \$4,000.00 |
| Unit price per 8 lf of interior ladder replacement in bowl interior. | LF | 8 | \$112.50 | \$900.00 | \$125.00 | \$2,000.00 |
| Provide stainless steel screen and stainless steel hardware for roof vent | LS | 1 | | \$600.00 | | \$1,000.00 |
| Provide new gasket for lower bowl hatch if necessary. | LS | 1 | | \$300.00 | | \$500.00 |
| TOTAL BASE BID | | | | \$99,800.00 | | \$120,000.00 |
| MAJOR ITEM OF MATERIAL BID TABULATION | | | | | | |
| Protective Coating Materials | | | | No Bid | No Bid | No Bid |

Bid Tabulation



| Interior Protective Coating Restoration for 500,000 Gallon Spheroidal Elevated Water Storage Reservoir OWNER: City of Mascoutah, IL DATE/TIME: January 27, 2017 @ 3:00 P.M. LOCATION: City Hall | | | | | | | | | |
|---|-----------------|---|------------|---|------------|---------------------|------------|---------------------|--------|
| CONTRACTOR: Quality Assured Ind. Ctg., Inc. 804 Hopp Hollow Drive Alton, IL 62002 | | CONTRACTOR: Tecorp, Inc. 2221 Muriel Ct. Joliet, IL 60433 | | CONTRACTOR: TMI Coatings, Inc. 3291 Terminal Drive St. Paul, MN 55121 | | | | | |
| ITEM | UNIT OF MEASURE | QUANTITY | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL | |
| BASE BID | | | | | | | | | |
| Provide complete interior abrasive blast and interior protective coatings, using a three coat NSF-approved zinc/epoxy/epoxy system for all interior wetted surfaces of reservoir, including all access rigging. Include reservoir disinfection and AWWA anniversary inspection. | LS | 1 | | \$110,000.00 | | \$138,000.00 | | \$180,000.00 | |
| Provide complete interior abrasive blast and interior protective coatings, using a three coat NSF-approved zinc/epoxy/epoxy system for all upper surfaces of two (2) interior landings and approximately 30 square feet of coating failures directly adjacent to landings. | LS | 1 | | \$5,000.00 | | \$25,000.00 | | \$5,000.00 | |
| Provide caulking of lap seams around reservoir roof interior lap seams and beams as directed by Engineer. | LF | 1000 | \$3.00 | \$3,000.00 | \$2.50 | \$2,500.00 | \$4.00 | \$4,000.00 | |
| Unit price per 8 lf of interior ladder replacement in bowl interior. | LF | 8 | \$375.00 | \$3,000.00 | \$300.00 | \$2,400.00 | \$375.00 | \$3,000.00 | |
| Provide stainless steel screen and stainless steel hardware for roof vent | LS | 1 | | \$500.00 | | \$1,500.00 | | \$1,000.00 | |
| Provide new gasket for lower bowl hatch if necessary. | LS | 1 | | \$500.00 | | \$500.00 | | \$500.00 | |
| TOTAL BASE BID | | | | \$122,000.00 | | \$169,900.00 | | \$193,500.00 | |
| MAJOR ITEM OF MATERIAL BID TABULATION | | | | | | | | | |
| Protective Coating Materials | | | | No Bid | | No Bid | | No Bid | No Bid |

CITY OF MASCOUTAH
Staff Report

TO: Honorable Mayor & Council

FROM: Cody Hawkins – City Manager

SUBJECT: Main Street Closing – Spring Fest with IDOT Resolution

MEETING DATE: February 6, 2017

REQUESTED ACTION:

Council approval of request by Mascoutah Chamber of Commerce to close Main Street (IL 177) on May 19, 2017 for the Spring Fest.

BACKGROUND & STAFF COMMENTS:

Mascoutah Chamber of Commerce will be holding the Spring Fest on Friday, May 19, 2017. They are requesting closing of Main St. (IL 177) from First Street to Market Street from 3 p.m. to 2 a.m. The event will run from 11 a.m. to 11 p.m. The Chamber would like the street to remain closed until 2 a.m. to allow adequate time for clean up.

This request is coming before the Council because it involves a State Highway and requires a Council resolution before we submit it to IDOT.

FUNDING:

None required.

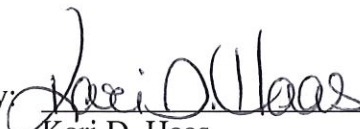
RECOMMENDATION:

Council approval of resolution to close Main Street for the Spring Fest.

SUGGESTED MOTION:

I move that the Council to approve and adopt Resolution No. 16-17__, authorizing the closing of Main Street (IL 177) from First Street to Market Street on May 19, 2017 from 3 p.m. to 2 a.m. for the annual Spring Fest.

Prepared By:


Kari D. Haas
City Clerk

Approved By:


Cody Hawkins
City Manager

Attachments: A – IDOT Resolution

RESOLUTION NO. 16-17-__

WHEREAS, the Mascoutah Chamber of Commerce is sponsoring a Spring Festival in the City of Mascoutah which constitutes a public purpose; and

WHEREAS, this Festival will require the temporary closure of Route 177, a State Highway in the City of Mascoutah from First Street to Market Street; and

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

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

That permission to close off Route 177 from First Street to Market Street as above designated, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED, that this closure shall occur during the approximate time period between 3:00 P.M. and 2:00 A.M. on May 19, 2017.

BE IT FURTHER RESOLVED, that traffic from that closed portion of highway shall be detoured over routes with an all weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted for the State Highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic.)* The detour route shall be as follows: traffic traveling west on Rt. 177: north on Rt. 4 to Harnett Street, west on Harnett Street to 6th Street, south on 6th Street to Rt. 177. Traffic traveling east to use same detour. Traffic traveling north on Rt. 4: west on Harnett to 6th Street, south on 6th Street to Rt. 177. Traffic traveling south on Rt. 4 to use the same detour.

*To be used when appropriate.

BE IT FURTHER RESOLVED, that the City of Mascoutah assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall at the expense of the City of Mascoutah be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED, that all debris shall be removed by the City of Mascoutah prior to reopening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the City of Mascoutah as may be approved by the Illinois Department of Transportation. These

Attachment A

items shall be provided by the City of Mascoutah.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (NOTE: This paragraph is applicable when the Resolution pertains to a Parade or when no detour is required.)

BE IT FURTHER RESOLVED, that to the fullest extent permitted by law, the Mascoutah Chamber of Commerce shall be responsible for any and all injuries to persons or damages to property, and shall indemnify and hold harmless the Illinois Department of Transportation, its officers, employees and agents from any and all claims, lawsuits, actions, costs and fees (including reasonable attorneys' fees and expenses) of every nature or description, arising out of, resulting from or connected with the exercise of authority granted by the Department which is the subject of this resolution. The obligation is binding upon the Mascoutah Chamber of Commerce regardless of whether or not such claim, damage, loss of expense is caused in part by the act, omissions or negligence of the Department or its officers, employees or agents.

BE IT FURTHER RESOLVED, that the Mascoutah Chamber of Commerce shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the minimum amount of \$1,000,000 per person and \$2,000,000 aggregate, which has the Illinois Department of Transportation and its officials, employees, and agents as insureds and which protects them from all claims arising from the requested road closing. A copy of said policy or endorsement will be provided to the Department before the road is closed.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

ADOPTED and APPROVED by the Mayor and City Council of the City of Mascoutah this 6th day of February, 2017, A.D.

Mayor

ATTEST:

City Clerk
(SEAL)

**CITY OF MASCOUTAH
Staff Report**

TO: Honorable Mayor & City Council
FROM: Cody Hawkins – City Manager
SUBJECT: Code Change – Stop Intersections (First Reading)

MEETING DATE: February 6, 2017

REQUESTED ACTION:

Council approval and adoption of an Ordinance to amend Schedule A – Stop Intersections.

BACKGROUND & STAFF COMMENTS:

Below is a recommendation from staff for a stop intersections as a result of construction starting in the Brickyard Subdivision.

I. ONE-WAY AND TWO-WAY STOPS

Through Streets

Daniel Drive
Daniel Drive
Daniel Drive
Daniel Drive
Mortar Street
S. Tenth Street

Stop Streets - Direction

Hod Court
Kiln Court
Mortar Street (Both)
Mason Street
Mason Street
Daniel Drive (Both)

The Street Department will receive a work order to place stop signs at these locations after passage of the attached Ordinance.

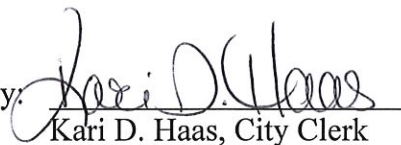
RECOMMENDATION:

Council approval and adoption of ordinance amending Schedule “A” – Stop Intersections.

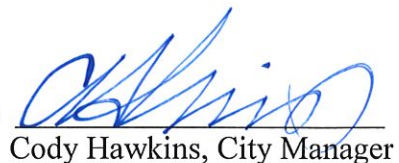
SUGGESTED MOTION:

I move that the Council approve and adopt Ordinance No. 17-____, amending Chapter 24, Schedule “A” – Stop Intersections.

Prepared By:


Kari D. Haas, City Clerk

Approved By:


Cody Hawkins, City Manager

Attachments: A – Ordinance

ORDINANCE NO. 17-__

AN ORDINANCE AMENDING CHAPTER 24, SCHEDULE "A" – STOP INTERSECTIONS OF THE CITY OF MASCOUTAH CODE OF ORDINANCES

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MASCOUTAH, IN ST. CLAIR COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: That CHAPTER 24, ARTICLE IV – ILLINOIS VEHICLE CODE (Schedule "A" – Stop Intersections) be amended to add the following:

SCHEDULE "A" – STOP INTERSECTIONS

I. ONE-WAY AND TWO-WAY STOPS

| <i>Through Streets</i> | <i>Stop Streets - Direction</i> |
|------------------------|---------------------------------|
| Daniel Drive | Hod Court |
| Daniel Drive | Kiln Court |
| Daniel Drive | Mortar Street (Both) |
| Daniel Drive | Mason Street |
| Mortar Street | Mason Street |
| S. Tenth Street | Daniel Drive (Both) |

SECTION 2: That the Ordinance shall be in full force and effect from after its passage and approval as provided by law.

PASSED by the Mayor and the City Council of the City of Mascoutah, County of St. Clair, State of Illinois, upon motion by Councilman _____, seconded by Councilman _____, adopted on the following roll call vote on the 21st day of February, 2017, and deposited and filed in the Office of the City Clerk in said City on that date.

| | <u>Aye</u> | <u>Nay</u> | <u>Absent</u> |
|------------------|------------|------------|---------------|
| Benjamin Grodeon | ___ | ___ | ___ |
| Paul Schorr | ___ | ___ | ___ |
| John Weyant | ___ | ___ | ___ |
| Pat McMahan | ___ | ___ | ___ |
| Gerald Daugherty | ___ | ___ | ___ |

Attachment A

APPROVED by the Mayor of the City of Mascoutah, Illinois, this 21st day of February, 2017.

ATTEST:

Mayor

City Clerk
(SEAL)

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & Council
FROM: Cody Hawkins – City Manager
SUBJECT: Code Change – Recreation and Parks Code (first reading)

MEETING DATE: February 6, 2017

REQUESTED ACTION:

Approval of revisions to Chapter 31 – Recreation and Parks of the City Code by adoption of ordinance.

BACKGROUND & STAFF COMMENTS:

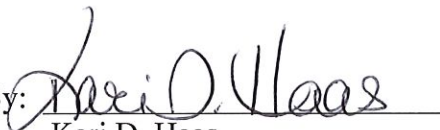
City Staff has met with the Mascoutah Athletic Commission and other sports organizations that utilize the ball fields in the park. As the fields have been upgraded, the maintenance of them need to change. The City will be employing two part-time seasonal workers to maintain the fields in proper condition. The rules and regulations attached institute a fee structure for the sports organizations that use the fields in order to be able to help pay for the maintenance and upkeep of the fields.

RECOMMENDATION:

Council approval of Ordinance, as attached.

SUGGESTED MOTION:

I move that the City Council approve and adopt Ordinance 17-____, thereby modifying Chapter 31 – Recreation and Parks, adding Article VIII – Ball Field Use Rules and Regulations.

Prepared By: 
Kari D. Haas
City Clerk

Approved By: 
Cody Hawkins
City Manager

Attachments: A – Ordinance

ORDINANCE NO. 17-__

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES,
CHAPTER 31 – RECREATIONS AND PARKS
ADOPTED OF THE CITY OF MASCOUTAH, ILLINOIS.**

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MASCOUTAH, IN ST. CLAIR COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Amending CHAPTER 31 – RECREATIONS AND PARKS, adding ARTICLE VIII – BALL FIELD USE RULES & REGULATIONS, as attached.

SECTION 2: This ordinance shall be in full force and effect after passage, approval and publication as required by law.

PASSED by the Mayor and the City Council of the City of Mascoutah, County of St. Clair, State of Illinois, upon motion by Councilman _____, seconded by Councilman _____, adopted on the following roll call vote on the 21st day of February, 2017, and deposited and filed in the Office of the City Clerk in said City on that date.

| | <u>Aye</u> | <u>Nay</u> | <u>Absent</u> |
|------------------|------------|------------|---------------|
| Benjamin Grodeon | _____ | _____ | _____ |
| Paul Schorr | _____ | _____ | _____ |
| John Weyant | _____ | _____ | _____ |
| Pat McMahan | _____ | _____ | _____ |
| Gerald Daugherty | _____ | _____ | _____ |

APPROVED AND SIGNED by the Mayor of the City of Mascoutah, Illinois, this 21st day of February, 2017.

ATTEST:

Mayor

City Clerk
(SEAL)

Attachment A

CHAPTER 31 – RECREATION AND PARKS

ARTICLE VIII – BALL FIELD USE RULES & REGULATIONS

Sec. 31-7-1. Definition.

For the purpose of this article, the following definition shall apply unless the context clearly indicates or requires a different meaning.

Field Preparation. Field preparation will be done by City of Mascoutah personnel and shall include field maintenance (in-field dragging, mowing, watering) lining of fields, and placement of bases and pitching mound.

Mascoutah Sports Organizations. Mascoutah Sports Organizations are defined as those organizations whose teams consist of at least 50% Mascoutah residents. Team and participant rosters may be required for verification.

Non-Mascoutah Sports Organizations. Non-Mascoutah Sports Organizations are defined as those organizations whose teams consist of less than 50% Mascoutah residents. Team and participant rosters may be required for verification.

Turfacer. Turfacer conditioner is used as a field drying materials for managing moisture, improving drainage, and keeping skinned surfaces safe and playable. City of Mascoutah personnel will apply Turfacer at the request of a renter to help during wet conditions.

Sec. 31-7-2. Permit Required.

(a) Any person or organization desiring to use the ball fields for practices, games, tournaments, clinics, camps, or classes are required to obtain a ball field use permit.

(b) An application for ball field use must be filed with the City Manager's office not less than 2 days prior to the date of use.

(c) With each ball field use permit application, the applicant must also provide the following related information:

- (1) The name, address and phone number for the organization and person renting the ball fields.
- (2) Type of sport / activity.
- (3) Dates and times requested for ball field rental including identification of which ball field is preferred.
- (4) Pitching distance and base distance must be designated so fields can be prepped by the City of Mascoutah prior to use.
- (5) Proof of liability insurance in the amount of \$1,000,000 naming the City as additional insured and damage bond or cash deposit to protect city facilities in the amount of \$500,000.

Sec. 31-7-3. Fees.

- (a) Rental fees for practices, games, clinics, camps and classes shall be as follows:
 - (1) \$25.00 for single ball field use per field, prepped, no lights.
 - (2) \$35.00 for single ball field use per field, prepped, with lights.
 - (3) \$100.00 for all day ball field use per field, prepped, no lights.
 - (4) \$120.00 for all day ball field use per field, prepped, with lights.
 - (5) Rental fees for games and practices will not apply to Mascoutah Sports Organizations.
 - (6) Rental fees for clinics, camps and classes will apply to all sports organizations.

- (b) Tournament Fees.
 - (1) \$200.00 per day for Mascoutah Sports Organizations.
 - (2) \$400.00 per day for Non-Mascoutah Sports Organizations.

- (c) Additional Fees.
 - (1) \$25.00 for additional lining of a ball field on the same day of rental.
 - (2) \$12.00 per bag to have Turface added to a ball field.

(d) Light Key Deposit. A \$25.00 per key cash deposit is required for rentals that require keys to operate field lighting. The keys must be returned within 24 hours of the last rental date to receive a refund.

Sec. 31-7-4. Rules and Regulations.

The following rules and regulations are hereby adopted for use of the ball fields located in Mascoutah Parks.

(a) The City of Mascoutah will give rental groups a permit to show authorization to use the field(s). The permit is not valid if games are cancelled due to bad weather or field conditions.

(b) Field use is limited to the specified times as noted on the permit, if warm-up time is needed then that must be included in the rental.

(c) Permits may be revoked if there is failure to follow City of Mascoutah regulations.

(d) Rental groups shall take sincere steps to encourage participants, coaches, officials and spectators to demonstrate respect for the facilities. This includes emphasis on sportsmanship, proper conduct and language, proper use of equipment and care for facilities, and trash pick-up.

(e) Rental groups must collect and deposit all trash from their fields into appropriate containers immediately following each game or practice. Please help keep our parks clean and do not litter.

(f) City of Mascoutah will mow all of the grass areas, service restrooms daily, and regularly collect trash for removal.

(g) Rental groups are required to have an identifiable representative, who is over the age of 21, on site for the duration of the rental that the City of Mascoutah representative can talk to with any problems or concerns.

(h) If additional dates or times are needed to reschedule make-up games, preapproval by City of Mascoutah is required.

(i) No tournaments shall be run without a Tournament Agreement signed by an authorized representative of City of Mascoutah and the rental group.

(j) To avoid damage, the following are not allowed on any ball field: studs and heels on footwear, chairs, stakes in tents, goals or other structures.

(k) Park hours are 6 a.m. to 11 p.m.

(l) The speed limit in the park is 15 MPH. The posted speed limit must be observed.

(m) All vehicles within the parks should only be driven and parked on designated roadways and parking lots.

(n) Driveways and entrances must be clear at all times. Violators may be ticketed or towed at the owner's expense.

(o) All pets must be kept on a leash at all times. In accordance with city ordinances, owners must properly clean up after their pet.

(p) No activity will be permitted which is in violation of local, state, and federal statutes. Rental groups must adhere to all City of Mascoutah police and fire codes during the use of City of Mascoutah facilities and parks. Any participants violating any of these rules may be asked to vacate premises.

(q) Rental groups are responsible for any contractors (photographer, sports equipment, airbrush artist, etc.) hired. It is the responsibility of the rental group to insure their contractors and vendors comply with all facility policies and regulations. All items needed for the event must be delivered and removed from the facility during the hours designated on the agreement.

(r) The City of Mascoutah is not responsible for any personal property loss or damage to vehicles. The City of Mascoutah reserves the right to terminate its permit if regulations and/or rules are not followed.

(s) Rental groups who are given keys to facilities and are responsible for opening and closing the facility must ensure the facility is locked and secured prior to vacating the facility which can include securing gates, doors, locks, and turning off field lights. Failure to do so may result in

non-refundable cancellation of field use for the remainder of the season. User groups may be responsible for the cost of additional lighting or vandalism repairs. Groups may also be subject to fees associated with lost keys.

(t) Soliciting is prohibited in all parks including the fields and parking lots, unless written authorization is provided by City of Mascoutah.

(u) Each rental group needs to designate a Responsible Party for all field rentals, to inform team coaches, representatives and players about City of Mascoutah procedures and rules. The Responsible Party is asked to report any problems with field conditions, equipment or lights.

(v) Rental groups should leave the field and suspend ALL outdoor activities if lightning is observed or thunder is audible. Everyone should immediately seek shelter in a building or automobile and remain in shelter until twenty (20) minutes following the last sign of thunder or lightning.

(w) City of Mascoutah reserves the right to cancel any event or to restrict access to the fields due to an emergency, severe weather, vandalism, poor playing conditions or damage that could cause safety concerns.

(x) The City of Mascoutah use of parks ordinance and all rules and regulations listed here and posted at the site shall be adhered to.



CITY OF MASCOUTAH
COUNCIL BUDGET GUIDANCE
FY 2017-2018



The City Council's role and responsibility is to annually provide the City Manager updated budget guidance by January 31st annually validating the City funding priorities under the 5-Year Financial Plan. All proposed Capital Expenditures exceeding \$20,000 and not specified in the 5-Year Financial Plan shall be accompanied by a request for funding detailing a cost benefit analysis and anticipated impact if not funded.

The City Manager is tasked to:

1. Prepare a balanced budget by fund.
2. Hold annual personnel salary increases to the same provisions of the Laborer's contract.
3. TIF 2B. Fund projects in accordance with Uptown Plan and TIF 2B Amended Redevelopment Plan. Fund the Route 4/177 intersection project; fund another annual TIF 2B street project if funds are available.
4. ~~Finalize funding mechanism for the construction of West Poplar Street and South 10th Street road programs.~~ **Establish funding for engineering and reconstruction of East Poplar Street from Sixth Street to Railway Street or Jefferson Street and for South 10th Street from Main Street to Harnett Street.**
5. Continue to develop and fund LED street light replacement program and develop a program for new developments to include LED street lights.
6. Identify and appropriately fund FAR/CIP projects.
7. Hold the line on utility rate increases but adjust to capture increases from suppliers.
8. Continue the plan to get the Ambulance Fund out of debt and to maintain positive balances in the General Fund and Park and Recreation Fund. Establish reserves for the General Fund and Park and Recreation Fund.
9. Continue enforcing the Property Maintenance Code and allocate funds towards derelict properties including possible demolition, property cleanup and the like.
10. Continue plans and funding for the "100K" road improvements program and water main replacement program. Utilize un-allocated oil and chip MFT funds to complete a section of street in the road improvement program.
11. ~~Plan and fund for annexation at airport and potential TIF to the north and west.~~
12. ~~Plan and fund~~ **Continue planning and funding** for additional infiltration studies and additional manhole and sewer main repairs.
13. ~~Fund repairs for the swimming pool.~~
14. Allocate funds to begin water treatment plant expansion and land acquisition if applicable.
15. ~~Fund Phase II Electric Project per council guidance.~~

16. Fund *Continue funding* \$30K in sidewalk replacement with priority given to safety for school access, Main Street and areas outside of the TIF 2B area.

17. In conjunction with construction of the berm trail, fund replacement of the lime dust trail on the south side of Scheve Park with asphalt.

18. Develop a plan to fund and operate a yard waste site for City and residential use.

19. Allocate funds for support to Scott AFB 100th anniversary events.