City of Lockport
COMMITTEE OF THE WHOLE
MEETING AGENDA

WEDNESDAY, SEPTEMBER 16, 2026 CITY HALL, 222 E. 9TH ST., 3RD FLOOR, BOARD ROOM

7:00 PM

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. INTRODUCTION OR PROCLAMATION (REQUIRING NO FORMAL ACTION OR APPROVAL)

D. MAYOR'S REPORT

E. ITEMS RECOMMENDED TO BE PLACED ON THE AGENDA FOR CONSENT OR ACTION AT THE NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING

CA-1. Resolution No. 26-107 Approving the Appointment of Bob Morris as Architectural Technical Advisor to the City of Lockport Heritage and Architecture Commission
Suggested Action: Approve Placing Resolution No. 26-107 Approving the Appointment of Bob Morris as Architectural Technical Advisor to the City of Lockport Heritage and Architecture Commission on the Agenda for the Next Regularly Scheduled City Council Meeting

CA-2. Resolution No. 26-108 Approving the Appointments to the City of Lockport Heritage and Architecture Commission
Suggested Action: Approve Placing Resolution No. 26-108 Approving the Appointments to the City of Lockport Heritage and Architecture Commission on the Agenda for the Next Regularly Scheduled City Council Meeting

CD-1. Ordinance 26-012 Amending Chapter 150 of the Lockport Code of Ordinances as it Pertains to Regulating the Painting and Staining of Masonry (Continued)
Suggested Action: Approve Placing Ordinance 26-012 Amending Chapter 150 of the Lockport Code of Ordinances as it Pertains to Regulating the Painting and Staining of Masonry on the Agenda for the Next Regularly Scheduled City Council Meeting

CD-2. Resolution No. 26-105 Approving and Adopting Amendment to the City of Lockport Facade and Site Improvement Grant Program
Suggested Action: Approve Placing Resolution No. 26-105 Approving and Adopting Amendment to the City of Lockport Facade and Site Improvement Grant Program on the Agenda for the Next Regularly Scheduled City Council Meeting

PW-1. Resolution No. 26-102 to Approve Proposal for the 7th St Parking Lot Design Engineering Services from Civiltech Engineering, Inc. for a Total Not-To-Exceed Fee of $133,951.00
Suggested Action: Approve Placing Resolution No. 26-102 to Approve Proposal for the 7th St Parking Lot Design Engineering Services from Civiltech Engineering, Inc. for a Total Not-To-Exceed Fee of $133,951.00 on the Agenda for the Next Regularly Scheduled City Council Meeting

PW-2. Resolution No. 26-101 Authorizing the Purchase of a 2026 Ford F-550 for the Street Division for a Total Cost Not to Exceed $92,750.63
Suggested Action: Approve Placing Resolution No. 26-101 Authorizing the Purchase of a 2026 Ford F-550 for the Street Division for a Total Cost Not to Exceed $92,750.63 on the Agenda for the Next Regularly Scheduled City Council Meeting

PW-3. Resolution No. 26-106 Authorizing the City to Declare Items as Surplus
Suggested Action: Approve Placing Resolution No. 26-106 Authorizing the City to Declare Items as Surplus on the Agenda for the Next Regularly Scheduled City Council Meeting

F. NEW BUSINESS - MISCELLANEOUS

G. OPEN FLOOR FOR COMMENTS

Comments will be heard on items that do not appear on the Agenda. The Public Comment portion of the Agenda shall be subject to a twenty (20) minute limitation. A time limit of five (5) minutes shall be imposed on each Speaker. The purpose of having Public Comments as an Agenda item is to allow any person to make his/her views known to the City Council upon any subject of general or public interest.
Each person wishing to speak during the Public Comment portion of the Agenda must fill out a Public Comment Speaker Card stating name, and the topic about which he/she wishes to speak as well as a Sign-In Sheet, and give to the City Clerk at the Meeting itself. The purpose of the Cards is to obtain the spelling of the name of the Speaker, and provide for efficient meeting administration. The order of speaking shall be based upon the order of Sign-In with first person signing-in speaking first and so forth. If the twenty (20) minutes has elapsed before all Speakers who have signed up are allowed to speak, the City Council may elect to continue the time period. However, if the City Council elects not to extend the time period those Speakers who signed up but did not speak may if they so choose to be placed on the next Agenda under the Public Comments Section and shall be placed at the top of the Sign-In Sheet in the same order they were in from the previous Sign-In Sheet. All Speakers shall comply with these rules which shall be posted at the Speaker Sign-in desk and rulings of the City Clerk.

H. EXECUTIVE SESSION: OPEN MEETINGS EXEMPTIONS

2(c)(1) Appointments, Employment, Compensation, Discipline, Performance or Dismissal of specific Employees.

2(c)(2): Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes or employees.

2(c)(3) Selection of a person to fill a Public Office, including a vacancy in a Public Office.

2(c)(5) Purchase of Lease of real property, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

2(c)(6) The setting of a price for Sale or Lease of property owned by the public body.

2(c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds

that and actions is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

2(c)(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06

I. ADJOURNMENT

Committee of the Whole
Agenda Memorandum

Item #CA-1

To: **Committee of the Whole**

From: **Ben Benson, City Administrator**

Subject: **Resolution No. 26-107 Approving the Appointment of Bob Morris as Architectural Technical Advisor to the City of Lockport Heritage and Architecture Commission**

Date: **September 16, 2026**

BACKGROUND/HISTORY

Bob Morris has served on the Heritage and Architecture Commission previously, he is now sought to serve as the newly created role of Architectural Technical Advisor for the Heritage and Architecture Commission until April 30, 2029.

PROS/CONS/ALTERNATIVES

The new position does not require to be a resident, however Bob has been a longtime resident of Lockport and has worked on many projects in the Downtown

RECOMMENDATION

Approve Placing Resolution No. 26-107 Approving the Appointment of Bob Morris as Architectural Technical Advisor to the City of Lockport Heritage and Architecture Commission on the Agenda for the Next Regularly Scheduled City Council Meeting

SPECIFIC CITY COUNCIL ACTION REQUIRED

Request for item to be placed on the City Council agenda for consent or action

ATTACHMENTS:

Resolution No. 26-107 Approving the Appointment of Bob Morris as Architectural Technical Advisor to the City of Lockport Heritage and Architecture Commission

RESOLUTION NO. 26-107

A RESOLUTION APPROVING THE APPOINTMENT OF BOB MORRIS AS ARCHITECTURAL TECHNICAL ADVISOR TO THE CITY OF LOCKPORT HERITAGE AND ARCHITECTURE COMMISSION

WHEREAS, §150.24 of the City of Lockport Code of Ordinances provides that the Mayor, with the approval of the City Council, appoint members to the City's Heritage and Architecture Commission ("H&A"); and

WHEREAS, the Mayor desires to appoint Bob Morris as the newly created City's Architectural Technical Advisor to the H&A Commission to serve until April 30, 2029; and

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Lockport, Will County, Illinois, as follows:

SECTION 1: Approve the appointment of Bob Morris as the Architectural Technical Advisor to the City's H&A Commission to April 30, 2029.

PASSED and APPROVED this ____, day of 2026, with:

_____ALDERMEN voting aye _____ALDERMEN abstaining

_____ALDERMEN voting nay _____ALDERMEN absent

The MAYOR voting aye _____, voting nay _____, not voting _____

_____ BARTELSEN _____ BERGBOWER _____ DESKIN _____ GILLOGLY

_____ KING _____ PUGH _____ LIF _____ CARDAMONE

_____ MAYOR

_____
Steven Streit, Mayor

ATTEST:

_____
Kathleen Gentile, City Clerk

Committee of the Whole
Agenda Memorandum

Item #CA-2

To: **Committee of the Whole**

From: **Ben Benson, City Administrator**

Subject: **Resolution No. 26-108 Approving the Appointments to the City of Lockport Heritage and Architecture Commission**

Date: **September 16, 2026**

BACKGROUND/HISTORY

Pursuant to Chapter 150 of the City Code pertaining to the Historic Preservation, the Mayor appoints members to the City's Heritage and Architecture Commission with approval by the City Council.

Jennifer has been a Lockport resident for 9 years. She has two kids in the D92 system. Is active with school groups and her kids activities but they are getting old enough where it will allow her to get more active in the community. She is passionate about downtown Lockport, historic preservation and loves everything that has happened since they moved to town (originally from east coast; Massachusetts). She is an attorney in real estate, regulatory compliance and policy development.

Agnes has been a Lockport resident for one year. She lived in Lemont for a long time before coming to Lockport. She has been an interior designer for 15 years, works in Oak Park, owner of Sodecor Interior Design, formerly worked for Lauren Collander Interiors. She loves downtown Lockport (one of the things that drew them to town). She understands historical design and wanted to get involved with one of her passions.

PROS/CONS/ALTERNATIVES

Two Vacancies need to be filled

RECOMMENDATION

Approve Placing Resolution No. 26-108 Approving the Appointments to the City of Lockport Heritage and Architecture Commission on the Agenda for the Next Regularly Scheduled City Council Meeting

SPECIFIC CITY COUNCIL ACTION REQUIRED

Request for item to be placed on the City Council agenda for consent or action

ATTACHMENTS:

Resolution No. 26-108 Approving the Appointments to the City of Lockport Heritage and Architecture Commission
Jennifer Brachman
Agnes Sodo

RESOLUTION NO. 26-108

A RESOLUTION APPROVING THE APPOINTMENTS TO THE CITY OF LOCKPORT HERITAGE AND ARCHITECTURE COMMISSION

WHEREAS, §150.23 of the City of Lockport Code of Ordinances provides that the Mayor, with the approval of the City Council, appoint members to the City's Heritage and Architecture Commission ("H&A"); and

WHEREAS, the Mayor desires to appoint Agnes Sodo to serve until April 30, 2030, and Jennifer Brachman, J.D. to serve until April 30, 2028, as Members-at-Large to fill two vacancies on the H&A Commission; and

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Lockport, Will County, Illinois, as follows:

SECTION 1: Approve the appointment of Agnes Sodo to serve until April 30, 2030, and Jennifer Brachman, J.D. to serve until April 30, 2028.

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

PASSED and APPROVED this _____ day of _____, 2026, with:

_____ALDERMEN voting aye _____ALDERMEN abstaining

_____ALDERMEN voting nay _____ALDERMEN absent

The MAYOR voting aye _____, voting nay _____, not voting _____

_____CARDAMONE _____GILLOGLY _____BERGBOWER _____LIF

_____PUGH _____KING _____ DESKIN _____ BARTELSEN

_____MAYOR

_____

Steven Streit, Mayor

ATTEST:

_____

Kathleen Gentile, City Clerk

Jennifer Brachman
15038 S Hunters Way
Lockport, IL
(312) 438-6145
jenniferlcromwell@gmail.com

August 11, 2026

Lance Thies
Heritage and Architecture Commission
City of Lockport

Subject: Expression of Interest for the Heritage and Architecture Commission

Dear Mr. Thies,

I am writing to formally express my enthusiastic interest in serving on the Heritage and Architecture Commission. For years, I have been drawn to Lockport's architectural character and historic neighborhoods. I believe that preserving these buildings is vital to maintaining the civic identity and sense of place that make our community special.

I made a deliberate choice in 2015 to prioritize my family, and I chose to do so here in Lockport. During these years, I've remained deeply engaged in our community through volunteer leadership and civic participation. This opportunity to serve on the Heritage and Architecture Commission is a natural extension of that commitment, applying my professional skills to protect the architectural legacy that will define our community for my children and theirs.

Beyond my passion for historic preservation, I bring practical analytical skills developed through my legal background. My law degree has equipped me to navigate complex regulatory frameworks, interpret municipal ordinances and architectural guidelines, and analyze policy implications with rigor and objectivity. I am comfortable reviewing detailed design standards, zoning requirements, and compliance documentation—work essential to the commission's mission. This combination of legal literacy and preservation passion allows me to approach preservation challenges with both creativity and structured analysis.

My choice to invest in family and community over the past decade reflects my core values: protecting what matters most. That same commitment to preserving what is valuable—our architectural heritage, our community character, and our shared civic identity—drives my desire to serve on this commission.
I welcome the opportunity to discuss how I can best serve the commission and our community.

Sincerely,
Jennifer L Brachman

Jennifer L. Brachman

(312) 438-6145 | jenniferlcromwell@gmail.com

SUMMARY

Attorney and compliance professional with 10+ years of legal expertise in real estate transactions, regulatory compliance, and policy development. After intentionally focusing on family, returned to professional engagement through substitute teaching and community leadership. Passionate about historic preservation and protecting community character. Demonstrated track record as an effective community leader through transparent governance, collaboration with municipal and educational organizations, and commitment to public service.

EDUCATION

UNIVERSITY OF MASSACHUSETTS AT DARTMOUTH

Juris Doctor (J.D.), Formerly Southern New England School of Law

STETSON UNIVERSITY

Bachelor's of Business Administration

EXPERIENCE

SUBSTITUTE TEACHER — 2024–Present

Will County School District 92

- Implement lesson plans and maintain productive learning environments in diverse classrooms, including special education and ESL populations.
- Demonstrate strong communication, adaptability, organization, and classroom management in a public-service environment.

FITNESS INSTRUCTOR — 2017–2023

Fit4Mom Frankfort/Lemont Area — *Lemont, Illinois*

- Developed and delivered structured programs focused on health, wellness, and community engagement.
- Built strong relationships within the local community and established a reputation as a trusted community leader.
- Organized inclusive programming and fostered participation among individuals with varied backgrounds and needs.

SERVICING COMPLIANCE AND DEVELOPMENT OFFICER — 2014–2015

1st Alliance Lending — *East Hartford, Connecticut*

- Developed and implemented policies and procedures to ensure compliance with federal, state, investor, and regulatory requirements.
- Conducted audits and risk assessments related to mortgage servicing operations and developed quality-control programs to identify risks and recommend improvements.
- Researched regulatory changes and translated complex requirements into practical operational policies.
- Trained staff regarding compliance obligations and regulatory requirements.

INTERNAL AUDITOR AND COMPLIANCE ANALYST — 2013–2014

1st Alliance Lending — *East Hartford, Connecticut*

- Conducted operational, compliance, and internal-control audits to identify risks and improve organizational processes.
- Reviewed documentation for federal and state compliance and prepared regulatory reports, including HMDA submissions and analysis.
- Evaluated processes and controls and recommended improvements to strengthen compliance and reduce risk.

ATTORNEY 2010–2013

Harmon Law Offices, P.C. *Newton, Massachusetts*

- Managed a high volume of real estate-related legal matters while ensuring compliance with federal, state, and client requirements.
- Reviewed property documentation, lending records, and transaction materials for accuracy and regulatory compliance.
- Negotiated settlements involving multiple parties and competing interests.
- Researched regulatory changes affecting real estate transactions and advised staff regarding compliance requirements and legal procedures.

ATTORNEY / PARALEGAL / LEGAL INTERN 2008–2010

Hague, Sahady & Co., Attorneys at Law, P.C. *Fall River, Massachusetts*

- Prepared estate-planning documents, contracts, guardianship filings, and legal documents related to property transfers and acquisitions.
- Conducted title research, prepared deeds, and reviewed property ownership documentation.
- Assisted with legal research, document preparation, and property-related matters.

TECHNICAL SKILLS

Real Estate Law
Property Documentation
Regulatory Compliance
Policy Development
Legal Research
Risk Assessment
Governance
Board & Association Leadership
Stakeholder Engagement
Public Service
Contract Negotiation
Community Relations
Public Speaking

CERTIFICATIONS

Licensed to Practice Law — Massachusetts and New Hampshire

COMMUNITY LEADERSHIP & CIVIC INVOLVEMENT

SCHOOL DISTRICT 92 PARENT AND FACULTY ASSOCIATION — President | 2023–2025; Vice President | 2022–2023. Rebuilt and relaunched the organization following its disbandment. Led meetings, coordinated volunteers, managed initiatives, and strengthened relationships among families, educators, and district leadership. Helped facilitate transparent communication and collaborative decision-making among community stakeholders.

SCHOOL DISTRICT 92 — Volunteer | 2020–Present. Support school programs, community events, and district initiatives. Participated in the superintendent interview and selection process in 2024.

GIRL SCOUTS OF AMERICA — Co-Leader | 2020–Present. Mentor youth through leadership, service, and educational activities. Organize programs emphasizing civic responsibility, teamwork, leadership, and community involvement.

HOMER GLEN JUNIOR WOMEN'S CLUB — Member & Education Committee Co-Chair. Coordinate community service initiatives and educational programs supporting local residents and organizations.

MOTHER'S CONNECTION OF FARMINGTON VALLEY, CT — Events Co-Chair | 2016–2017. Planned community events and supported family-focused programming.

Agnes Sodo

708.351.8315

agasodo80@gmail.com

August 12, 2026

Dear Mr Thies,

I am writing to express my interest in serving on the City of Lockport's Heritage and Architecture Commission.

As a new resident of Lockport, I am looking for opportunities to become involved in the community and contribute in a meaningful way. With more than 15 years of experience in interior design, I have a strong appreciation for architecture, historic preservation, and thoughtful community development.

Throughout my career, I have collaborated with architects, builders, contractors, and homeowners on residential renovation and new construction projects, bringing a detail-oriented approach and a passion for quality design. I would be honored to contribute my professional experience to help preserve and enhance Lockport's unique architectural character.

Thank you for your consideration.

Agnes Sodo

AGNIESZKA K. SODO

ABOUT ME

Experienced interior design and business professional with over 15 years of expertise in design, visual merchandising, procurement, and client relations. Strong background in project coordination and management, with a proven ability to oversee projects from concept through completion. Known for organizational excellence, creative problem solving, and a collaborative approach.

CONTACT

agasodo80@gmail.com

708.351.8315

16533 Golden Valley Ln,
Lockport, IL 60441

PROFESSIONAL EXPERIENCE

FREELANCE INTERIOR DESIGNER

(Nov. 2025 - Current)

Manage residential and boutique commercial design projects from concept through installation, developing space plans, finish selections, and comprehensive design presentations. Oversee sourcing and procurement of furnishings and materials while managing budgets, timelines, and vendor relationships. Coordinate closely with clients, contractors, and trades to ensure seamless execution and maintain quality control throughout installation.

LAUREN COLLANDER INTERIORS | PROCUREMENT & INSTALLATIONS MANAGER

(Oct. 2021 - Nov. 2025)

Manage procurement, scheduling, and installation logistics for multiple high-end residential design projects.
Oversee purchasing, tracking, and reconciliation for all architectural and furniture orders.
Coordinate with vendors, receivers, and accounting teams to ensure timely and accurate deliveries.
Lead installation phases from scheduling to on-site supervision, ensuring flawless execution and attention to detail.
Style final spaces with furnishings, accessories, and artwork to achieve cohesive and polished design presentations.
Serve as the main liaison between the design team, clients, and trades to maintain communication and project alignment.
Support design team in material sourcing, product selection, and installation-day styling.

PENNY MUSTARD FURNISHINGS | Regional Visual Merchandiser

(Sept. 2019 - Sept. 2021)

Visual Merchandiser for showrooms in Illinois and Indiana.
Designed and implemented lifestyle-driven showroom displays across three locations.
Managed accessory and prop inventories, purchasing, and seasonal resets.
Collaborated with corporate buyers on product, fabric and finish selections. themes and lifestyles.

EDUCATION

Harrington College of Design
BFA in Interior Design
2004

MVCC
Real Estate Brokerage Certification
2010

ETHAN ALLEN | Operations manager

(Dec. 2017- Aug. 2019)

Streamlined daily operations for optimal workflow and customer experience.
Supported design team with purchase orders, soft goods, and installations.
Support VM with floor moves and inventory.
Partnered with designers, installers, and workrooms to ensure timely execution of projects.

DRAPERY CONNECTION | Design Consultant

(May 2016- Dec. 2017)

Designed custom window treatments and managed the client lifecycle from consultation to installation.
Educated clients on design options and child safety standards.

FREELANCE INTERIOR DESIGNER | Designer & Project Manager

(2004 - 2017)

Managed residential and investment design projects from concept to completion.
Collaborated with contractors, vendors, and real estate professionals to ensure on-time, on-budget delivery.

HOME MARKET REALTY | Real estate Broker-Property Manager

(2010 - 2016)

Guided clients through real estate sales and leasing with attention to market trends and legal compliance.
Screened tenants, prepared contracts, and coordinated property maintenance.

VOLUNTEERING

SPECIAL SPACES-Design Coordinator
RUBY WHISKERS ANIMAL RESCUE-Volunteer Manager/Coordinator 2021-2024
OQMS-Middle School Book Fair Chairman 2016-2018
LEMONT CENTER FOR THE ARTS-School Chairman 2016-2018

SKILLS

Fluent in Polish,
Microsoft Suite, Google Suite, QuickBooks, IVY, Slack, Monday.com, AutoCAD, CRM's, Storis, I5, Chief Architect.
Detail-oriented, exceptional organizational & time management skills, multitasking, driven, reliable, high energy, motivated, positive attitude and easy to get along with.

Committee of the Whole
Agenda Memorandum

Item #CD-1

To: **Committee of the Whole**

From: **Lance Thies, Director of Community and Economic Development**

Subject: **Ordinance 26-012 Amending Chapter 150 of the Lockport Code of Ordinances as it Pertains to Regulating the Painting and Staining of Masonry (Continued)**

Date: **September 16, 2026**

BACKGROUND/HISTORY

At the May 6, Committee of the Whole meeting, staff presented an ordinance change that had been recommended to the Council for approval by the Heritage and Architecture Commission (Ch. 150-Paint-Stain Masonry Code Update.pdf attached). During that meeting, an extensive discussion occurred amongst the Council members about the origins, the application, the restrictions and the approaches that would be appropriate to enforce for the Historic District. Subsequent to that meeting, staff requested feedback from each Council member in an effort to coalesce around a consensus approach for the code change. After discussion with the Council members and the Mayor, the attached revision to the earlier proposal is presented for your review (Ch. 150-Paint-Stain Masonry Code Update-Revised.pdf).

While the language of the specific instances where painting would be acceptable has not changed, what has changed is when that language would be applied. In the original language, masonry would not be allowed to be painted or stained unless one of three criteria were met (150.30(A)(6)(a, b or c)). In the revised language, the application is tied directly to whether or not a property is seeking a facade grant. If they are, then that property/owner must abide by 150.30(A)(6)(a, b or c) and only paint if it meets the criteria. If they are NOT seeking a facade grant, the property owner CAN paint their masonry with the only requirement that they use the correct materials as outlined in 150(A)(6)(d), specifically a breathable paint or stain. However, if they choose to do so, a building permit would now be required that asks the applicant to identify the type of paint that they are going to use. Painting without a building permit would incur a Stop Work order by the Building Official until the permit is applied for and the paint product specified.

In an effort to preclude a property owner from painting before applying for a facade grant, staff is proposing a 5 year 'curing' period after the building permit is approved BEFORE an applicant can apply for a facade grant. Similarly, staff is proposing that 5 year 'curing' period

from AFTER an approved grant is reimbursed before a property owner can paint masonry. The goal is for applicants to not try and gain a loophole around the restrictions.

In order to enforce these items, two other things need to be created/modified. The first is the creation of a building permit for exterior masonry painting specific to the Historic District. A draft of that application is attached to this memo for review (Masonry painting-Historic District.pdf). Note the section in bold in the middle of the page as well as the requirement to identify the specific product type. The second item that needs to be modified, which is the substance of a separate agenda item is a modification to the Facade and Site Improvement application to make it clear to applicants the rules related to the 5 year periods before and after a grant application.

Once a specific direction is selected by the Council, staff will prepare the ordinance consistent with the direction for approval at the next City Council meeting.

PROS/CONS/ALTERNATIVES

RECOMMENDATION
Approve Placing Ordinance 26-012 Amending Chapter 150 of the Lockport Code of Ordinances as it Pertains to Regulating the Painting and Staining of Masonry on the Agenda for the Next Regularly Scheduled City Council Meeting

SPECIFIC CITY COUNCIL ACTION REQUIRED
Request for item to be placed on the City Council agenda for consent or action

ATTACHMENTS:
Ch. 150 -Paint-Stain Masonry Code Update
Ch. 150 -Paint-Stain Masonry Code Update-Revised
Masonry painting-Historic District

§ 150.26 CERTIFICATES OF APPROPRIATENESS.

(A) Applications for a certificate of appropriateness are available from the Building Department or online at www.lockport.org. Applications should include a plat of survey (for demo or addition projects only), a contractor's cost estimate for work, nine full size copies of all plans/drawings and product specifications of the proposed work (to scale), pdfs of the plans/drawings and product specification on a CD or USB drive, and a written summary of the project/proposed modifications.

(B) Application for a certificate of appropriateness requires a public meeting.

(Ord. 23-005, passed 3-1-23)

§ 150.27 REVIEW OF MINOR MODIFICATIONS (EXEMPT FROM CERTIFICATE OF APPROPRIATENESS).

(A) The Heritage and Architecture Commission shall develop and publish advisory guidelines based upon the criteria in this chapter concerning exterior minor modifications to structures or improvements such as, but not limited to, the following:

(1) Removal of paint from wood surfaces;

(2) Application of paint to wood surfaces;

(3) Repair or replacement of roofs;

(B) The Commission shall be authorized to expand or modify the list of exterior minor modifications to structures or improvements enumerated in division (A) of this section by resolution of the City Council.

(C) The guidelines shall be periodically revised by the Commission and shall be distributed to property owners within the Historic District and to the public, and shall be made available at the office of the Building Department.

(D) The Commission, upon receiving information from the Building Department or other sources concerning proposed minor modifications that may be contrary to published advisory guidelines, may notify the property owner in writing and request an informal conference. The Commission shall make all reasonable efforts to contact the owner and may delegate one or more Commission members to meet with the owner or his architect or contractor and provide information concerning such advisory guidelines.

(E) The following are exempted from certificate of appropriateness:

(1) Ordinary maintenance that does not involve amending the existing design, materials, or scale, or appearance;

(2) Modifications to the interior of a building;

(3) Installation or replacement of gutters and downspouts when no change is made to architecture features (such as eaves and soffits, ornament such as brackets, crown moldings, etc.);

(4) Exterior painting of existing structures, excluding brick and masonry components; including choice of paint color when selected from the Benjamin Moore Historical Collection or Sherwin-Williams Historic Paint Color Collection (colors through 1830s-1910s);

(5) Work required by the city to eliminate an unsafe condition where there is not sufficient time to receive COA Concurrence of Chairman or their designee, including city staff, is required; and

(6) Installation of temporary signs (however temporary signs require temporary sign permit) issued by Community and Economic Development.

(`79 Code § 150.181) (Ord. 88-130, passed 10-3-88; Am. Ord. 91-260, passed 11-18-91; Am. Ord. 23-005, passed 3-1-23)

§ 150.28 APPLICATION PROCESS FOR CONSTRUCTION, REMOVAL, SIGNIFICANT ALTERATION, OR DEMOLITION THAT REQUIRES CERTIFICATE OF APPROPRIATENESS.

(A) Permits for construction, removal, significant alteration or demolition within the Historic District shall not be issued by the Building Department without the applicant first having obtained a certificate of appropriateness from the Heritage and Architecture Commission, or from the City Council after an appeal under § 150.34.

(B) The Building Department shall, within seven days following the receipt of an application for a permit for construction, removal, significant alteration or demolition within the Historic District, send the application to the Commission's Administrator for review.

(C) The Commission meets to make determination for issuance of the certificate. If the Commission finds that the work proposed in the application will not adversely affect any historically or architecturally significant features of the structure or property within the Historic District and is appropriate or consistent with the spirit and purposes of this subchapter, it shall, at the next regular Commission meeting, issue a certificate of appropriateness by resolution passed by a majority of a quorum and forward copies to the owner of record and the Building Department. An owner may request a special meeting if the next regular Commission meeting is scheduled 15 days or more after the receipt of the application.

(D) If the Commission finds that the proposed work will adversely affect or destroy any significant historic, aesthetic, or architectural feature or value of the structure or property

within the Historic District or is inappropriate or inconsistent with the spirit and purposes of this subchapter, it shall disapprove the application and shall so advise the applicant in writing.

(1) The Commission shall briefly state its reasons therefor in writing and it may make recommendations to the applicant to assure appropriateness of design, arrangement, texture, scale, material, color, location, or other elements of appearance of the building or structure involved.

(2) In cases of disapproval accompanied by recommendation, the applicant may resubmit an amended application (that conforms with the recommendation) within 21 days of the date of denial or make application for a certificate of economic hardship. The applicant shall be heard at the next regular meeting of the Commission after receipt of the amended application, and the Commission shall approve or disapprove the amended application by resolution.

(3) An applicant has 30 days following denial by the Commission of an application for a certificate of appropriateness or an application for a certificate of economic hardship to notify the Commission of an intention to appeal the Commission decision to the City Council. Failure of the applicant to so notify the Commission within 30 days shall end the review process. The applicant may not resubmit an application for a building permit for the proposed alteration, construction, removal, or demolition for 90 days following expiration of the time for filing notice of intention to appeal.

(4) A public hearing shall be held by the Commission within 15 days after receiving notice of an appeal in the following circumstances:

(a) The applicant and the Commission fail to resolve differences of opinion after consideration of an amended application and the applicant notifies the Commission in writing that he intends to appeal the disapproval to the City Council or

(b) The applicant fails to file an amended application and notifies the Commission in writing that he intends to appeal the disapproval to the City Council.

(5) A public hearing shall also be held by the Commission within 30 days after receipt of an application for a certificate of economic hardship filed with the Commission pursuant to § 150.33.

(6) Notice of the date, time, place and purpose of the public hearing shall be sent by regular mail to the applicant, to adjoining property owners, and to all owners of property within the Historic District and also within 250 feet of the property for which an application has been made. The notice shall be sent not less than ten days prior to the date of the hearing. The notice shall state the location including the common street address of the property, and include a brief description of the proposed alteration, construction, demolition, or removal for which an application has been made and the differences of opinion between the applicant and the Commission.

(7) Within 15 days following completion of the public hearing, the Commission shall issue or deny the certificate of appropriateness or of economic hardship and transmit copies of its decision, and a summary of the reasons for it, to the applicant.

(E) The Commission may issue a certificate of appropriateness with conditions.

(F) All construction performed under a certificate of appropriateness shall conform to any permits issued pursuant to the certificate and, upon completion, may be reviewed or inspected by the Commission members (or staff) for conformance with the Commission's approval.

(G) Any changes in the approved work subsequent to the issuance of a certificate of appropriateness shall require issuance of a new certificate.

(H) A certificate of appropriateness shall become null and void within one year (or the time assigned by the Commission) if the work has not been completed.

(I) The applicant shall meet all applicable Building Codes as adopted by the city and provisions governing the Americans with Disabilities Act.

(`79 Code § 150.182) (Ord. 88-130, passed 10-3-88; Am. Ord. 07-699, passed 2-14-07; Am. Ord. 23-005, passed 3-1-23)

§ 150.29 STANDARDS FOR REHABILITATION.

(A) The Secretary of the Interior's Standards for Rehabilitation set forth the principles and purposes of historic preservation, and provide a good introduction to the more specific guidelines which follow. Copies of the standards for rehabilitation are available in the Building Department and are summarized as follows:

(1) Lockport Illinois; A Historic District Preservation Plan. Preservation Plan provides a report of the City of Lockport's history and architecture, and provides analysis and recommendations for preservation planning. The report includes individual building recommendations, infill design guidelines, color guidelines, parking guidelines, and design references.

(2) Design Guidelines (On File). Design guidelines applicable to all structures that are areas within historic districts shall be available at City Hall, Lockport, Illinois. A digital copy is available through the city's website at www.cityoflockport.net.

(Ord. 23-005, passed 3-1-23)

§ 150.30 REVIEW CRITERIA FOR CERTIFICATE OF APPROPRIATENESS (COA).

(A) In making a determination whether to issue or deny a certificate of appropriateness, the Commission shall consider, among other things, the effect of the proposed

construction, alteration, removal or demolition upon the historic, aesthetic or architectural value, characteristics and significance of the property, structure or improvements within the historic district. The criteria to be used by the Commission in making its determination shall include, but not be limited to the following:

(1) The maintenance of the significant original qualities or character of the property, structure, or improvements, including, if significant, its landscape. The removal or alteration of any historic or distinctive architectural features should be avoided whenever possible.

(2) The compatibility of the architectural style and design detailing of the proposed construction, alteration, addition or repair with the original architecture of the property or structures;

(3) The compatibility of the general design, arrangement, scale, texture, or materials of the construction or alteration or addition, with historic, aesthetic, or architectural values, characteristics and significance of the historic district;

(4) The relationship of the location of the construction, alteration, or removal to the streets, public or semi-public ways and any other structures or property within the historic district;

(5) Construction, alteration, and demolition shall be undertaken only in accordance with the following standards:

(a) Every reasonable effort shall be made to minimize alteration of the property, structure, or site and its environment.

(b) All property and structures shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.

(c) Changes which may have taken place in the course of time are evidence of the history and development of a property, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.

(d) Distinctive stylistic features or examples of skilled craftsmanship which characterize a property, structure, or site shall be treated with sensitivity.

(e) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material need not be identical to but should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical,

or pictoral evidence rather than on conjectural designs or the availability of different architectural elements from other structures.

(f) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.

(g) Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to, any project.

(6) Related to applying paint and/or staining materials to masonry and brick, the considerations are the following:

(a) The portion of the building's masonry to be painted is non-contributing to the historical character of the building.

(b) Staining is necessary for preservation.

(c) When replacing masonry components, painting/staining may be required to match the existing historical features.

(d) Breathable masonry paint shall be used. Breathable painting materials include mineral silicate paints, lime wash, silicone masonry paints, and mineral-based coatings. Materials shall be permeable with Steam Diffusion coefficient (SD) values of 0.04 or less. Plastic-based paints cannot be used unless approved as a part of a COA.

(Ord. 23-005, passed 3-1-23)

§ 150.31 NEW CONSTRUCTION.

(A) Contemporary design for new construction, alterations, and additions to existing properties or structures shall not be discouraged when such construction, alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

(B) Wherever possible, new additions or alterations to structures shall be done in such manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would not be impaired.

(Ord. 23-005, passed 3-1-23)

§ 150.32 STAFF APPROVALS.

(A) The Commission may authorize the staff to grant or deny an application for a certificate of appropriateness via an adopted resolution.

(B) The Commission shall specify the types of applications for certificates of appropriateness that the staff is authorized to grant or deny.

(C) Upon staff's denial of a certificate of appropriateness, the applicant may request that the application be heard by the Heritage and Architecture Commission at the next regularly scheduled meeting.

(Ord. 23-005, passed 3-1-23)

§ 150.26 CERTIFICATES OF APPROPRIATENESS.

(A) Applications for a certificate of appropriateness are available from the Building Department or online at www.lockport.org. Applications should include a plat of survey (for demo or addition projects only), a contractor's cost estimate for work, nine full size copies of all plans/drawings and product specifications of the proposed work (to scale), pdfs of the plans/drawings and product specification on a CD or USB drive, and a written summary of the project/proposed modifications.

(B) Application for a certificate of appropriateness requires a public meeting.

(Ord. 23-005, passed 3-1-23)

§ 150.27 REVIEW OF MINOR MODIFICATIONS (EXEMPT FROM CERTIFICATE OF APPROPRIATENESS).

(A) The Heritage and Architecture Commission shall develop and publish advisory guidelines based upon the criteria in this chapter concerning exterior minor modifications to structures or improvements such as, but not limited to, the following:

(1) Removal of paint from wood surfaces;

(2) Application of paint to wood surfaces;

(3) Repair or replacement of roofs;

(B) The Commission shall be authorized to expand or modify the list of exterior minor modifications to structures or improvements enumerated in division (A) of this section by resolution of the City Council.

(C) The guidelines shall be periodically revised by the Commission and shall be distributed to property owners within the Historic District and to the public, and shall be made available at the office of the Building Department.

(D) The Commission, upon receiving information from the Building Department or other sources concerning proposed minor modifications that may be contrary to published advisory guidelines, may notify the property owner in writing and request an informal conference. The Commission shall make all reasonable efforts to contact the owner and may delegate one or more Commission members to meet with the owner or his architect or contractor and provide information concerning such advisory guidelines.

(E) The following are exempted from certificate of appropriateness:

(1) Ordinary maintenance that does not involve amending the existing design, materials, or scale, or appearance;

(2) Modifications to the interior of a building;

(3) Installation or replacement of gutters and downspouts when no change is made to architecture features (such as eaves and soffits, ornament such as brackets, crown moldings, etc.);

(4) Exterior painting of existing structures, excluding brick and masonry components when requesting façade grant funds from the City, see 150.30(A)(6); if grant funds are not being requested, painting of masonry, utilizing the correct materials (see 150.30(A)(6)(d)) and obtaining an approved building permit, is permitted. It is recommended that paint colors be selected from the Benjamin Moore Historical Collection or Sherwin-Williams Historic Paint Color Collection (colors through 1830s-1910s);

(5) Work required by the city to eliminate an unsafe condition where there is not sufficient time to receive COA Concurrence of Chairman or their designee, including city staff, is required; and

(6) Installation of temporary signs (however temporary signs require temporary sign permit) issued by Community and Economic Development.

(` 79 Code § 150.181) (Ord. 88-130, passed 10-3-88; Am. Ord. 91-260, passed 11-18-91; Am. Ord. 23-005, passed 3-1-23)

§ 150.28 APPLICATION PROCESS FOR CONSTRUCTION, REMOVAL, SIGNIFICANT ALTERATION, OR DEMOLITION THAT REQUIRES CERTIFICATE OF APPROPRIATENESS.

(A) Permits for construction, removal, significant alteration or demolition within the Historic District shall not be issued by the Building Department without the applicant first having obtained a certificate of appropriateness from the Heritage and Architecture Commission, or from the City Council after an appeal under § 150.34.

(B) The Building Department shall, within seven days following the receipt of an application for a permit for construction, removal, significant alteration or demolition within the Historic District, send the application to the Commission's Administrator for review.

(C) The Commission meets to make determination for issuance of the certificate. If the Commission finds that the work proposed in the application will not adversely affect any historically or architecturally significant features of the structure or property within the Historic District and is appropriate or consistent with the spirit and purposes of this subchapter, it shall, at the next regular Commission meeting, issue a certificate of appropriateness by resolution passed by a majority of a quorum and forward copies to the

owner of record and the Building Department. An owner may request a special meeting if the next regular Commission meeting is scheduled 15 days or more after the receipt of the application.

(D) If the Commission finds that the proposed work will adversely affect or destroy any significant historic, aesthetic, or architectural feature or value of the structure or property within the Historic District or is inappropriate or inconsistent with the spirit and purposes of this subchapter, it shall disapprove the application and shall so advise the applicant in writing.

(1) The Commission shall briefly state its reasons therefor in writing and it may make recommendations to the applicant to assure appropriateness of design, arrangement, texture, scale, material, color, location, or other elements of appearance of the building or structure involved.

(2) In cases of disapproval accompanied by recommendation, the applicant may resubmit an amended application (that conforms with the recommendation) within 21 days of the date of denial or make application for a certificate of economic hardship. The applicant shall be heard at the next regular meeting of the Commission after receipt of the amended application, and the Commission shall approve or disapprove the amended application by resolution.

(3) An applicant has 30 days following denial by the Commission of an application for a certificate of appropriateness or an application for a certificate of economic hardship to notify the Commission of an intention to appeal the Commission decision to the City Council. Failure of the applicant to so notify the Commission within 30 days shall end the review process. The applicant may not resubmit an application for a building permit for the proposed alteration, construction, removal, or demolition for 90 days following expiration of the time for filing notice of intention to appeal.

(4) A public hearing shall be held by the Commission within 15 days after receiving notice of an appeal in the following circumstances:

(a) The applicant and the Commission fail to resolve differences of opinion after consideration of an amended application and the applicant notifies the Commission in writing that he intends to appeal the disapproval to the City Council or

(b) The applicant fails to file an amended application and notifies the Commission in writing that he intends to appeal the disapproval to the City Council.

(5) A public hearing shall also be held by the Commission within 30 days after receipt of an application for a certificate of economic hardship filed with the Commission pursuant to § 150.33.

(6) Notice of the date, time, place and purpose of the public hearing shall be sent by regular mail to the applicant, to adjoining property owners, and to all owners of property within the Historic District and also within 250 feet of the property for which an application has been made. The notice shall be sent not less than ten days prior to the date of the hearing. The notice shall state the location including the common street address of the property, and include a brief description of the proposed alteration, construction, demolition, or removal for which an application has been made and the differences of opinion between the applicant and the Commission.

(7) Within 15 days following completion of the public hearing, the Commission shall issue or deny the certificate of appropriateness or of economic hardship and transmit copies of its decision, and a summary of the reasons for it, to the applicant.

(E) The Commission may issue a certificate of appropriateness with conditions.

(F) All construction performed under a certificate of appropriateness shall conform to any permits issued pursuant to the certificate and, upon completion, may be reviewed or inspected by the Commission members (or staff) for conformance with the Commission's approval.

(G) Any changes in the approved work subsequent to the issuance of a certificate of appropriateness shall require issuance of a new certificate.

(H) A certificate of appropriateness shall become null and void within one year (or the time assigned by the Commission) if the work has not been completed.

(I) The applicant shall meet all applicable Building Codes as adopted by the city and provisions governing the Americans with Disabilities Act.

(`79 Code § 150.182) (Ord. 88-130, passed 10-3-88; Am. Ord. 07-699, passed 2-14-07; Am. Ord. 23-005, passed 3-1-23)

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(A) The Secretary of the Interior's Standards for Rehabilitation set forth the principles and purposes of historic preservation, and provide a good introduction to the more specific guidelines which follow. Copies of the standards for rehabilitation are available in the Building Department and are summarized as follows:

(1) Lockport Illinois; A Historic District Preservation Plan. Preservation Plan provides a report of the City of Lockport's history and architecture, and provides analysis and recommendations for preservation planning. The report includes individual building recommendations, infill design guidelines, color guidelines, parking guidelines, and design references.

(2) Design Guidelines (On File). Design guidelines applicable to all structures that are areas within historic districts shall be available at City Hall, Lockport, Illinois. A digital copy is available through the city's website at www.cityoflockport.net.

(Ord. 23-005, passed 3-1-23)

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(A) In making a determination whether to issue or deny a certificate of appropriateness, the Commission shall consider, among other things, the effect of the proposed construction, alteration, removal or demolition upon the historic, aesthetic or architectural value, characteristics and significance of the property, structure or improvements within the historic district. The criteria to be used by the Commission in making its determination shall include, but not be limited to the following:

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(2) The compatibility of the architectural style and design detailing of the proposed construction, alteration, addition or repair with the original architecture of the property or structures;

(3) The compatibility of the general design, arrangement, scale, texture, or materials of the construction or alteration or addition, with historic, aesthetic, or architectural values, characteristics and significance of the historic district;

(4) The relationship of the location of the construction, alteration, or removal to the streets, public or semi-public ways and any other structures or property within the historic district;

(5) Construction, alteration, and demolition shall be undertaken only in accordance with the following standards:

(a) Every reasonable effort shall be made to minimize alteration of the property, structure, or site and its environment.

(b) All property and structures shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.

(c) Changes which may have taken place in the course of time are evidence of the history and development of a property, structure, or site and its environment. These changes

may have acquired significance in their own right, and this significance shall be recognized and respected.

(d) Distinctive stylistic features or examples of skilled craftsmanship which characterize a property, structure, or site shall be treated with sensitivity.

(e) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material need not be identical to but should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictoral evidence rather than on conjectural designs or the availability of different architectural elements from other structures.

(f) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.

(g) Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to, any project.

(6) Related to applying paint and/or staining materials to masonry and brick, the considerations are the following:

(a) The portion of the building's masonry to be painted is non-contributing to the historical character of the building.

(b) Staining is necessary for preservation.

(c) When replacing masonry components, painting/staining may be required to match the existing historical features.

(d) Breathable masonry paint shall be used. Breathable painting materials include mineral silicate paints, lime wash, silicone masonry paints, and mineral-based coatings. Materials shall be permeable with Steam Diffusion coefficient (SD) values of 0.04 or less. Plastic-based paints cannot be used unless approved as a part of a COA.

(Ord. 23-005, passed 3-1-23)

§ 150.31 NEW CONSTRUCTION.

(A) Contemporary design for new construction, alterations, and additions to existing properties or structures shall not be discouraged when such construction, alterations and additions do not destroy significant historical, architectural, or cultural material, and such

design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

(B) Wherever possible, new additions or alterations to structures shall be done in such manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would not be impaired.

(Ord. 23-005, passed 3-1-23)

§ 150.32 STAFF APPROVALS.

(A) The Commission may authorize the staff to grant or deny an application for a certificate of appropriateness via an adopted resolution.

(B) The Commission shall specify the types of applications for certificates of appropriateness that the staff is authorized to grant or deny.

(C) Upon staff's denial of a certificate of appropriateness, the applicant may request that the application be heard by the Heritage and Architecture Commission at the next regularly scheduled meeting.

(Ord. 23-005, passed 3-1-23)

CITY OF LOCKPORT

MASONRY PAINTING APPLICATION – HISTORIC DISTRICT ONLY

Applicant Name: _____ Phone #:_____ Email:_____

Project Address: _____

Property Owner Name: _____ Phone#:_____ Email:_____

Project Description, including areas of the building that will be painted: _____

_____

_____

Contractor(s): _____

What paint type will you be using? (check one) ____ mineral silicate; ____ lime wash; ____ silicone; ____ masonry paints; ____ mineral-based coatings

Note: only one of those five materials are allowed on masonry. Any selection must have a Steam Diffusion coefficient (SD) value of 0.04 or less. Plastic-based paints cannot be used. Substitutions must be reviewed and approved by the Planning Department.

Note: if an applicant paints their building in the Historic District, that property is NOT eligible for a façade grant for a period of 5 years. Conversely, if you have received a façade grant within the last 5 years, your building CANNOT be painted for a period of 5 years after your reimbursement from the grant. Please refer to Ordinance 26-XXX for additional information.

Estimated Construction Value: $_____

Verify the following required items have been submitted with this application:

- □ Copy of contract / scope of work
- □ Pictures of the existing masonry conditions

I hereby certify that I have read, understand and agree to conform to all governing information and regulations set forth by the City Council of Lockport.

Signature: _____ Date: _____

For Office Use Only

Permit #: _____ Permit Fee: _____

Building Dept. Approval:_____ Date:_____

Planning Dept. Approval:_____ Date:_____

Comments: _____

REVISED 9.9.2026

Committee of the Whole
Agenda Memorandum

Item #CD-2

To: **Committee of the Whole**

From: **Lance Thies, Director of Community and Economic Development**

Subject: **Resolution No. 26-105 Approving and Adopting Amendment to the City of Lockport Facade and Site Improvement Grant Program**

Date: **September 16, 2026**

BACKGROUND/HISTORY

With the proposed modifications to Chapter 150.27(E)(4) related to the painting of masonry pending and discussed earlier on this agenda, there were concerns brought up as to whether or not an owner, in order to still be able to paint their building, would simply paint their building before the submittal of a facade grant. Or, conversely, that they would receive a facade grant and then, separately, paint their building afterwards. In an effort to negate this from occurring for a period of time, staff is suggesting that a 5 year "curing" period be established either after the painting of a building, or before painting a building, as it relates to a facade grant submittal for the specific property (not by owner as that can change). The example is that an owner wants to paint their building and get a facade grant. Per the suggested code for painting masonry in Chapter 150, they would not be able to paint (with the exception of the listed conditions) for 5 years if they received a facade grant. Or conversely, if someone utilizes the non-limiting portion of the masonry code and paints their building without a facade grant, they would not be able to apply for a facade grant for 5 years.

Adjusted language to define this caveat to the grant is provided in red on the attached application revision.

PROS/CONS/ALTERNATIVES

RECOMMENDATION

Approve Placing Resolution No. 26-105 Approving and Adopting Amendment to the City of Lockport Facade and Site Improvement Grant Program on the Agenda for the Next Regularly Scheduled City Council Meeting

SPECIFIC CITY COUNCIL ACTION REQUIRED

Request for item to be placed on the City Council agenda for consent or action

ATTACHMENTS:

Resolution No. 26-105 Approving and Adopting Amendment to the City of Lockport Facade and Site Improvement Grant Program

Facade & Site Improvement Grant App

RESOLUTION NO. 26-105

A RESOLUTION APPROVING AND ADOPTING AMENDMENT TO THE CITY OF LOCKPORT FAÇADE AND SITE IMPROVEMENT GRANT PROGRAM

WHEREAS, the City's Façade and Site Improvement Grant Program was established for commercially zoned property located within a target area designated by the City to be in need of economic incentives for purposes of control and prevention of blight, dilapidation and deterioration of the visible exterior of buildings, structures and site conditions of properties facing important corridors and thoroughfares in the City; and

WHEREAS, The Program's grant is provided to owners and tenants in recognition of the positive impact that individual building and site improvements can have on the overall appearance, quality and vitality of the City; and

WHEREAS, the Mayor and the City Council of the City of Lockport desire to continue the important purpose of the Program, but find that amendment to the Program is needed to better align with the intent of Chapter 150 of the Municipal Code related to the painting of masonry; and

WHEREAS, the Mayor and City Council of the City of Lockport having reviewed and discussed the Amendment to the City's Façade and Site Improvement Grant Program as presented, find the changes in the Façade and Site Improvement Grant Program as contained in the attached Amendment is in the best interest of the City of Lockport.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LOCKPORT, ILLINOIS, AS FOLLOWS:

SECTION 1: The Amendment to the City's Façade and Site Improvement Grant Program as presented is approved and adopted.

SECTION 2: City Administrator and the Director of Community and Economic Development to implement the Program as amended.

SECTION 3: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED this _____ day of _____, 2026, with:

_____ALDERMEN voting aye _____ALDERMEN abstaining

_____ALDERMEN voting nay _____ALDERMEN absent

The MAYOR voting aye _____, voting nay _____, not voting _____

_____ BARTELSEN _____ BERGBOWER _____ DESKIN _____ GILLOGLY

_____ LIF _____ KING _____ PUGH ____ CARDAMONE

_____ MAYOR

_____
Steven Streit, Mayor

ATTEST:

_____
Kathleen Gentile, City Clerk

City of Lockport
Commercial Façade and Site Improvement Grant Program

(updated October 7, 2026)

The City of Lockport has implemented a Commercial Façade and Site Improvement Grant Program for a commercially zoned building or property located within the *Target Area* as designated by the City of Lockport and identified in **Appendix A**. The goal of this program is to help business owners and tenants keep the visible exterior of their buildings, structures or site conditions attractive, which in turn keeps the City of Lockport attractive. This reimbursement grant is provided to owners or tenants in recognition of the positive impact that individual building and site improvements can have on the overall appearance, quality and vitality of the City.

Grant participants can receive a reimbursement of up to a 50% of approved costs of **eligible improvements**, according to the following:

1. $20,000 per primary façade easily visible from the surrounding public streets, and/or
2. $10,000 for general site improvements

Award amounts above the $50,000.00 maximum or above the $20,000.00/$10,000.00 per façade grant can be awarded at the sole discretion of the City Council upon recommendation by the Director of Community and Economic Development or City Administrator and based on available funding in current City fiscal period.

The application must be approved by City Council and funding has to be available in the current fiscal year. All necessary permits obtained prior to the applicant commencing façade and/or site improvements. After the project is complete and prior to reimbursement, all invoices and proof of payment (being a copy of a cancelled check/s or a copy of a credit card receipt/s) must be submitted to the Director of Community & Economic Development or his/her designee for review and then forwarded to the City Council for final approval.

If the building or property is located within the City of Lockport Historic District Boundary or the National Register of Historic Places Historic District Boundary, a Certificate of Appropriateness (COA) must first be issued by the Heritage & Architecture Commission prior to review by the Committee of the Whole and City Council.

The grant agreement and application are attached. Please review the provisions of the grant agreement and application requirements and schedule a meeting with the Director of Community & Economic Development or his/her designee. If you have any questions or need additional information please contact the Community Development Department/Planning at (815) 838-0549, option 4. The Community Development Department is located at City Hall, 222 E. 9th Street, 2nd Floor, Lockport IL 60441.

Thank you for your interest in the City of Lockport Façade and Site Improvement Grant Program.

I. ELIGIBILITY CRITERIA

A. To be eligible for a Façade and Site Improvement Grant Program, an existing building or property must be used in whole or in part for commercial purposes, must be located within the Target Area, and must be properly zoned for the use/s occupying the property. Approval of properties outside of the Target Area are subject to approval by the City

Council upon recommendation by the Director of Community and Economic Development or City Administrator. The Target Area is designated by the City of Lockport as identified in **Appendix A**. Properties that are not eligible to apply for or receive program funds include non-commercial zoning classifications, non-commercial uses, government owned buildings, non-permanent structures and accessory structures, demolitions, any improvement acquired by lease, and new building construction. A building is considered new if it is less than five (5) years old.

To be eligible for a grant for rear entrance improvements to a building, the project must also meet all of the following criteria:

1. The building must have an existing rear entrance, or location for a new entrance that is accessible to the public from a dedicated street, alley, or other right-of-way, or from a parking lot or walkway that is owned or leased by the City, or from other property that is encumbered by an easement granting public pedestrian access (such as the I & M Canal trail); and
2. The rear entrance to be improved must provide public access to a business or businesses within the building.

B. An application for a grant request may be submitted by a commercial property owner, landlord, and/or commercial tenant. The landlord and/or tenant shall have written approval of consent from the property owner of record to apply for the grant funds and complete the necessary exterior improvements to the structure. Further, the tenant shall have on file with the City a (New) Business Permit Application and shall have received an Occupancy Permit.

C. Per Chapter 150.27(E)(4) of the Municipal Code, if the grant being requested is for a property that is located within the Historic District and the masonry was painted 1) in the period 5 years after the passage of Resolution 26-105; or 2) after that date, in the past 5 years from the submittal of the grant application, that property in ineligible for a grant. Conversely, if a property receives a grant, that property cannot paint their masonry for 5 years after the grant reimbursement date. Painting of wood is not affected by Resolution 26-105 and remains eligible.

II. ELIGIBLE IMPROVEMENTS

The following items are eligible for grant program funds:

- **Exit door (exterior)** – installation, repair and replacement of exit doors and hardware to provide public access, or where current door do not meet the building and fire codes or it will improve the overall appearance of the building.
- **Painting** – painting of the exterior surfaces of buildings, only in conjunction with exterior remodeling.
- **Tuck-pointing** – tuck-pointing of the building only if located within the Historic District and in conjunction with exterior remodeling.
- **Awnings** – repair, replacement or addition of exterior awnings.
- **Architectural Features** – restoration, repair, and re-introduction, if previously removed of significant architectural features.
- **Windows** – repair of frames, sills, glazing, and replacement of glass and installation of new windows.
- **Walls** – repair and rebuilding of exterior walls (exceptions: cleaning, sealing, tuck pointing (unless located within the Historic District), and painting).
- **Stairs, Porches, Railings, Exits** – repair and replacement or installation of exterior stairs, porches, railings and exit facilities.
- **Roofs** – upgrading, where the effects of the repair will be visible to the public from street level. (In general, sloping roofs would qualify, flat roofs would not. Repair and re-roofing

is not eligible).

- **Signs** – replacement of a permanent freestanding development sign. Signage shall be in compliance with the City's Sign Code and Commercial Design and Development Guidelines and offer materials, graphics and design elements that go above and beyond the minimum requirements of the Sign Code and Guidelines.
- **Lighting** – repair, restoration, and addition of exterior lighting for architectural enhancement.
- **Landscaping** – installation of new landscaped areas where none currently exist (shall be in compliance with the City's Landscape Ordinance and Commercial Design and Development Guidelines).
- **Dumpster Enclosures** – installation of new enclosure where one does not currently exist (a new dumpster enclosure shall be in compliance with City Code and Commercial Design and Development Guidelines).
- **Parking Areas** – surfacing of parking areas which are currently not paved or where gravel is present. Improvement must include the installation of curb and gutter. (Routine maintenance such as sealcoating and re-striping in not eligible).

III. INELIGIBLE IMPROVEMENTS

The following items are *not* eligible for grant program funds:

- Demolition and new construction.
- General building maintenance such as replacement of roof material not visible from the street, foundation repair, existing siding repair with similar materials, painting and tuck pointing (except if property is located within the Historic District).
- General parking maintenance including but not limited to patching holes, resurfacing/sealcoating and restriping of parking stalls.
- General site maintenance including but not limited to replacement of existing landscape/plant material, installation of new mulch, replacement of private sidewalks, repair or replacement of directional signs.

While emergency, safety-related and minor exploratory demolition may be necessary, such demolition may prohibit inclusion in this program. Improvements not specifically listed as eligible or ineligible are subject to review as to eligibility by the Director of Community & Economic Development or his/her designee who will advise the City Council. **All improvements must comply with City codes and ordinances. Any required building permits must be obtained prior to starting construction.**

IV. REVIEW CRITERIA

Every project will be evaluated for the value of its improvement, extent/scope of work proposed, and its potential impact on the commercial corridor/area. The staff review will consider the following:

- Extent and type of the proposed improvements (structural and permanent improvements are given priority).
- General, or exceeding, compliance with the Commercial Design and Development Guidelines established by the City Council.
- For properties located with the Historic District: The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings; and City's Historic District Preservation Plan.

CITY OF LOCKPORT
COMMERCIAL FAÇADE AND SITE IMPROVEMENT GRANT AGREEMENT

THIS AGREEMENT, entered into this_____day of_, 20____, between The City of Lockport, Illinois (hereinafter referred to as the "City") and the following designated OWNER(s)/LESSEE(s), to wit:

Owner/Lessee Name:_____

Address:_____

City:_____State:_____Zip Code:_____

Phone #_____Email:_____

Name of Business: _____

Project Address: _____

WITNESSETH

WHEREAS, A Commercial Facade and Site Improvement Grant Program is established for a commercially zoned building or property located in the Target Area as designated by the City of Lockport and identified in **Appendix A**, or as approved by the City Council;

WHEREAS, The Commercial Façade and Site Improvement Grant Program is administered by the City and is funded from General Revenues, utilizing Gaming Revenues first, for purposes of control and prevention of blight, dilapidation and deterioration of the visible exterior of buildings, structures and site conditions on commercially zoned properties within the *Target Area* as designated by the City of Lockport and identified in **Appendix A**. This reimbursement grant is provided to Owner(s)/Lessee(s) in recognition of the positive impact that individual building and site improvements can have on the overall appearance, quality and vitality of the City.

WHEREAS, Pursuant to said Program the City has agreed to participate, subject to its sole discretion, in sharing the cost of façade and site improvements to commercially zoned properties identified in **Appendix A** up to a maximum of one-half (1/2) of the approved contract cost of such improvement but in no event shall the total City participation exceed Fifty Thousand Dollars ($50,000.00) for construction and architectural cost. Architectural fees shall be limited to not more than Five Thousand Dollars ($5,000.00) of the reimbursement.

WHEREAS, The reimbursable maximum amount is subject to the number of applications and the availability of program funding during the fiscal period at the time of application. Overall program funding approved in any given year can be terminated by the City without notice.

WHEREAS, A commercially zoned building or property located in the *Target Area*, as designated by the City of Lockport and identified in **Appendix A,** or as approved by the City Council, may be awarded funding through this program as recommended by the Director of Community & Economic Development, City Administrator or their designee and approved by City Council; provided its OWNER/LESSEE meets the terms and conditions of the application provided by the City, and executes the Agreement contained therein.

NOW, THEREFORE, in consideration of the mutual covenants and agreement obtained herein, the City and OWNER(s)/LESSEE(s) do hereby agree as follows:

SECTION ONE: COST SHARING – The City shall share in eligible improvement costs and architect fees for the OWNER(s)/LESSEE(s) property up to fifty percent (50%) of approved project costs up to a maximum amount of fifty thousand dollars ($50,000.00) for construction and architectural cost. Architectural fees are not in addition to the maximum $50,000 reimbursement, rather, it counts toward the maximum amount and shall be limited to not more than five thousand dollars ($5,000.00) of the reimbursement. The actual amount per this agreement shall not exceed $_____ for construction cost and $_____ for architect fees. The façade and/or site improvement costs which are eligible for City participation include all labor, materials, equipment and other contract items necessary for the property execution and completion of the work as designated from the design drawings approved by the City. Said design drawings and specifications are attached hereto as Exhibit V.

When submitting cost estimates, the City requires submission of at least three (3) itemized quotes. The OWNER(s)/LESSEE(s) may choose the contractor of their choice, however, the City's cost sharing will be based off the least expensive quote.

SECTION TWO: DESIGN APPROVAL – No façade or site improvement work as specified in Exhibit V shall be undertaken until this Agreement with the City is executed and the design therefore has been submitted to and approved by the Building Department, and/or if necessary Heritage and Architecture Commission. **Following approval, the OWNER(s)/LESSEE(s) shall contract for the work and shall commence and complete all such work within one hundred eighty (180) days from the date of such approval. If extenuating circumstances, such as weather, may cause the delay of completion of such work, the OWNER(s)/LESSEE(s) may request an additional one hundred eighty (180)-day extension to complete all such work if such request is submitted to the Director of Community & Economic Development or his/her designee at least thirty (30) days prior to the work completion deadline.**

SECTION THREE: REVIEW OF PROJECT – The Director of Community & Economic Development or his/her designee shall periodically review the progress of the contractor's work on the improvements pursuant to this Agreement. Such inspections shall not replace any required permit inspection by City Inspectors. All work which is not in conformance with the approved drawings and specifications shall be immediately remedied by the OWNER(s)/LESSEE(s) and deficient or improper work shall be replaced and made to comply with the approved drawings, specifications, and terms of this Agreement.

SECTION FOUR: DOCUMENTATION REQUIREMENTS – Upon completion of the eligible improvement/s pursuant to this agreement and upon final inspection and approval by the Community Development Department and/or other applicable department or agency, the OWNER(s)/LESSEE(s) shall submit to the City a properly **executed and notarized contractor statement/bill of sale and architect fee statement (when applicable) showing the full cost of the work as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials, or equipment in the work.** In addition, the OWNER(s)/LESSEE(s) shall submit to the Director of Community & Economic Development or his/her designee **proof of payment (being copy of a cancelled check/s or a copy of a credit card receipt/s)** of the contract cost pursuant to the contractor's and architect's statements.

The Director of Community & Economic Development or his/her designee shall, upon receipt of the contractor's statement and proof of payment schedule the request for reimbursement on the next regularly scheduled City Council meeting agenda. Upon approval by the City Council, the Finance Department issue a check to the OWNER(s)/LESSEE(s) in payment of: one-half of the approved cost or fifty thousand dollars ($50,000.00) whichever is less. In no case shall the amount paid to the OWNER(s)/LESSEE(s) exceed the amount specified in this Agreement or in the contractor's or architect's statements.

SECTION FIVE : LAND USE AND SIGNAGE CONFORMANCE. At the time of reimbursement and throughout the term of the agreement with the City the land use and signage under the control of the OWNER(s)/LESSEE(s) shall be in conformance with zoning and sign code provisions.

SECTION SIX: FAILURE TO COMPLETE WORK – If the OWNER(s)/LESSEE(s) or his contractor fail to complete the work provided for herein or is not in conformity with the plans, specifications and all terms of this Agreement, the Agreement shall terminate and the financial obligation on the part of the City shall cease and become null and void.

SECTION SEVEN: UNRELATED IMPROVEMENTS – Nothing herein is intended to limit, restrict, or prohibit the OWNER(s)/LESSEE(s) from undertaking any other work in or about the subject premises which is unrelated to the eligible improvement/s provided for in this Agreement.

SECTION EIGHT: MAXIMUM GRANT AWARDS – Nothing in this Agreement shall prohibit a business or property owner from applying for more than one grant. However, a Fifty Thousand Dollar ($50,000.00) total limitation shall apply to all Grant Awards made to a single building and/or property at any one time.

SECTION NINE: CITY INDEMNIFICATION REGARDING CONSTRUCTION – The Owners of the subject property agree to defend and hold harmless the City from any and all claims which may arise out of said Owners' construction activities under this Agreement.

SECTION TEN: GENERAL INDEMNIFICATION – In the event that, as a result of this Agreement, or actions taken as required hereunder, the City is made a party defendant in any litigation arising by reason of this Agreement, and development activities contemplated hereunder, the Owners agree to defend and hold harmless the City, the Mayor, City Council, Officers and Agents thereof, individually and collectively, from any suits and from any claims, demands, setoff or other action including but not limited to judgments arising therefrom. The obligation of the Owners hereunder shall include and extend to payment of reasonable Attorneys' fees for the representation of the City and its said Officers and Agents in such litigation and includes expenses, court costs and fees; it being understood that the Owners where there shall be no applicable standards provided therein, shall have the right to employ all such Attorneys to represent the City and its Officers and Agents in such litigation, subject to the approval of the Corporate Authorities of the City, which approval shall not be unreasonably withheld. The Owners shall have the right to appeal to courts of Appellate jurisdiction any judgment taken against the City or its Officers or Agents in this respect, and the City shall join in any such appeal taken by the Owners.

SECTION ELEVEN: PERFORMANCE OF AGREEMENT – It is agreed that the parties hereto may in law or in equity, by suit, action, mandamus, or any other proceeding, including specific performance, enforce or compel the performance of this Agreement, which shall include the right of the parties to recover a judgment for monetary damages against each other, provided, however, that the Owners shall not have a right to recover a judgment for monetary damages against any Elected or Appointed Official of the City for any breach of any of the terms of this Agreement. The City reserves the right to maintain an action to recover damages or any sums which Owners have agreed to pay pursuant to this Agreement and which have become due and remained unpaid.

SECTION TWELVE: EXHIBITS – It is agreed that Exhibits I through VI shall be considered part of this Agreement.

SECTION THIRTEEN: DISPLAY OF CITY FUNDING PROMOTIONAL MATERIAL – Upon request by the City all program participants shall be required to prominently display a poster identifying the property as receiving City funding. The sign will be provided by the City and shall be displayed from the date the Application is approved, to no less than thirty (30) days after final approval and reimbursement is made.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date first appearing above.

OWNER(s)/LESSEE(s)	CITY OF LOCKPORT
_____	_____
Program Participant	Mayor
DATE:_____	DATE:_____
_____	ATTEST:_____
Property Owner	City Clerk
DATE:_____	DATE:_____

EXHIBITS

EXHIBIT I	COPY OF APPLICATION
EXHIBIT II	PICTURES OF STOREFRONT AND/OR PROPERTY (existing conditions)
EXHIBIT III	PROOF OF OWNERSHIP IN FORM OF DEED OR TITLE INSURANCE POLICY. IF APPLICANT IS NOT THE PROPERTY OWNER, PROVIDE A COPY OF THE EXECUTED LEASE. A COPY OF PROOF OF OWNERSHIP FROM THE BUILDING OWNER IN THE FORM OF A DEED OR TITLE INSURANCE POLICY IS ALSO REQUIRED.
EXHIBIT IV	IMPROVEMENT PLANS WITH INFORMATION RELATED TO MATERIALS, DIMENSIONAL QUALITIES. ELEVATIONS AND, WHERE REQUESTED, PERSPECTIVES OF THE IMPROVEMENTS SHOULD BE PROVIDED FOR BUILDING AND SIGNAGE PROJECTS
EXHIBIT V	CONTRACTOR'S ESTIMATES, INCLUDING ITEMIZED COSTS. A MINIMUM OF THREE QUOTES ARE REQUIRED . IF THERE ARE NOT THREE COMPANIES WILLING TO BID ON THE PROJECT, 2 BIDS ARE REQUIRED AND PROOF OF CONTACT OF MORE THAN ONE ADDITIONAL COMPANY MUST BE PROVIDED.
EXHIBIT VI	ARCHITECT'S AGREEMENT (IF APPLICABLE)

EXHIBIT I

GRANT APPLICATION

Date: _____

Project Address: _____

Is property located within the Historic District? _____(If yes, a Certificate of Appropriateness shall be approved by the Heritage & Architecture Commission)

Building Owner:_____Year Purchased: _____

Store/Company Name:_____

Name of Tenant:_____Lease Expiration Date: _____

Applicant Name: _____

Applicant Business Address: _____

Applicant Business Phone:_____Home Phone:_____

Tenant:_____

Applicant(s)/Building Owner: _____

Zoning of Property: _____

Number of Primary Facades: _____

Total Anticipated Budget: $_____

Total Anticipated Grant Request: $_____

Proposed Improvements (check all that apply):

_____ Windows/Exit Doors
_____ Awnings
_____ Stairs/Porches/Railings
_____ Roofs
_____ Lighting
_____ Dumpster Enclosure
_____ Other Eligible Improvement
_____ Painting (only as part of exterior remodel)
_____ Signage
_____ Walls (repair/restoration/rebuilding/tuckpointing)
_____ Architectural Features
_____ Landscaping
_____ Parking Area

Description of Proposed Improvements: _____

_____

_____

_____

_____

I,_____, hereby make application to the City of Lockport for a Commercial Façade and Site Improvement Grant Program in the anticipated amount of $_____. I understand that my application must be approved by the City and that it must conform to established design guidelines, as well as, specific design recommendations of the City of Lockport. I have read a copy of the Commercial Façade and Site Improvement Grant Program Agreement. If approved, I understand that all work performed is subject to the provisions of the Grant Agreement, applicable codes and ordinances, required permitting, and inspections.

_____ _____

Applicant Signature Date

_____ _____

Building Owner Date

BUDGET

ACTIVITY	ESTIMATED COST

Total Anticipated Grant Request $_____

When submitting cost estimates, the City requires submission of at least three (3) itemized quotes. The OWNER(s)/LESSEE(s) may choose the contractor of their choice, however, the City's cost sharing will be based off the least expensive quote.

Architect for the Project (if applicable):

Name: _____

Contact: _____

Address: _____

Phone: _____

Email: _____

Contractor for the Project:

Name: _____

Contact: _____

Address: _____

Phone: _____

Email: _____

Upon reimbursement The City of Lockport shall make a check payable to:

Name/Business:_____

Address:_____

SS# or Tax ID#_____

EXHIBIT II

PICTURE/S OF STORE FRONT AND/OR PROPERTY
(existing conditions)

Committee of the Whole
Agenda Memorandum

Item #PW-1

To: **Committee of the Whole**

From: **Brian Lovering, Director of Public Works & Engineering**

Subject: **Resolution No. 26-102 to Approve Proposal for the 7th St Parking Lot Design Engineering Services from Civiltech Engineering, Inc. for a Total Not-To-Exceed Fee of $133,951.00**

Date: **September 16, 2026**

BACKGROUND/HISTORY

The City acquired two parcels on the north side of 7th Street, west of State Street. Following the acquisition of these properties, City staff requested a design engineering proposal from Civiltech Engineering for the development of a new municipal parking lot at this location. Civiltech Engineering submitted a proposal totaling $133,951.00 for design engineering services. While this project was not specifically budgeted for in 2027, sufficient surplus funds are available within the Capital Improvement Program (CIP) to cover the cost of the design services. Construction of the parking lot will be included in the 2027 budget, with construction anticipated to begin in late summer 2027.

PROS/CONS/ALTERNATIVES

Additional public parking in support of downtown is a positive improvement

RECOMMENDATION

Approve Placing Resolution No. 26-102 Accept Proposal for the 7th St Parking Lot Design Engineering Services from Civiltech Engineering, Inc. for a Total Not-To-Exceed Fee of $133,951.00 on the Agenda for the Next Regularly Scheduled City Council Meeting

SPECIFIC CITY COUNCIL ACTION REQUIRED

Request for item to be placed on the City Council agenda for consent or action

ATTACHMENTS:

Resolution No. 26-102 Accept Proposal for the 7th St Parking Lot Design Engineering Services from Civiltech Engineering, Inc. for a Total Not-To-Exceed Fee of $133,951.00 on the Agenda for the Next Regularly Scheduled City Council Meeting
2026 09 4 Lockport 7th Lot Proposal Letter Scope of Work

RESOLUTION NO. 26-102

A RESOLUTION TO ACCEPT PROPOSAL FOR THE 7TH STREET PARKING LOT DESIGN ENGINEERING SERVICES FROM CIVILTECH ENGINEERING, INC. FOR A TOTAL NOT-TO-EXCEED FEE OF $133,951.00

WHEREAS, Civiltech Engineering, Inc. has submitted a proposal in the amount of $133,951.00 for design services for the 7th Street Parking Lot.

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Lockport, Will County, Illinois, as follows:

SECTION 1: The City Administrator and staff are authorized to accept the proposal for 7th St Parking Lot Design Engineering Services from Civiltech Engineering, Inc. for a total not-to-exceed fee of $133,951.00.

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

PASSED and APPROVED this _____ day of _____, 2026, with:

_____ALDERMEN voting aye _____ALDERMEN abstaining

_____ALDERMEN voting nay _____ALDERMEN absent

The MAYOR voting aye _____, voting nay _____, not voting _____

_____CARDAMONE _____GILLOGLY _____BERGBOWER _____LIF

_____PUGH _____KING _____ DESKIN _____ BARTELSEN

_____MAYOR

_____
Steven Streit, Mayor

ATTEST:

_____
Kathleen Gentile, City Clerk

Civiltech Engineering, Inc.
www.civiltechinc.com

Two Pierce Place, Suite 1400
Itasca, IL 60143
Phone: 630.773.3900
Fax: 630.773.3975

30 N LaSalle Street, Suite 2624
Chicago, IL 60602
Phone: 312.726.5910
Fax: 312.726.5911

Transportation

Civil

Construction

Environmental

Water Resources

Structural

Appraisal

September 4, 2026

Mr. Dan Powers, P.E.
City Engineer
City of Lockport
Public Works and Engineering
17112 S Prime Boulevard
Lockport, IL 60441

Re: 7th Street Parking Lot
Design Engineering Proposal

Dear Mr. Powers:

The City has purchased the following parcels on the north side of 7th Street west of IL Route 171 (State State) with plans to construct a parking lot:

11-04-23-146-004-0000 and 11-04-23-146-003-0000



- Other items to note about the project and anticipated engineering services:
- Locally funded improvement
- Building demolition is pending and will be completed before survey and geotechnical work under this contract
- There is a drop-off in grade along the west side of the parcel down to the railroad tracks. We anticipate a wall will be needed along the west property line to not overly limit the size of the parking lot.
- Lot access will be to 7th Street and not directly to State Street (IL Route 171)
- No improvements will be required to State Street (IL Route 171) as part of this project.
- Overall area of parcel is approximately 140' X 95' = 13,300 SF = 0.3 AC, and detention will not be required based on the parcel being less than 1 acre.

I. SCOPE OF SERVICES – DESIGN ENGINEERING

A. Preliminary Engineering Phase

The primary objective of the Preliminary Engineering Phase is to develop a conceptual improvement plan which fulfills all the requirements for project goals, objectives and funding of this project. The Preliminary Engineering services will meet the pertinent requirements of the City of Lockport, using City standards, also incorporating applicable IEPA and IDOT standards and specifications.

The following major work items will likely be required to complete the Preliminary Engineering phase of the project:

Item 1 - Initial Meeting with City - This work item will include a virtual initial meeting with the City to determine what available data and record information exists that will be useful in the design process, and to discuss the project requirements in detail. We anticipate that the initial meeting will be held virtually, and include members from the City of Lockport Public Works and Engineering divisions.

Item 2 - Early Coordination and Data Collection - We will obtain and review available City data including, but not limited to, subdivision plans and plats, record plans, previously completed geotechnical and pavement reports, right-of-way data, aerial photography and contour mapping, municipal utility atlases, and private utility atlases. In addition, the data collection for this project will include a complete photo log to document existing conditions for use during design.

Item 3 – Preparation of Base Sheets – A full topographic survey will be performed for the project by Claassen White and Associates.

Plan base sheets will be developed for the project at a scale 1" = 20' and 1”=50’ for use in the development of contract plans.

Once base sheets have been prepared, we will perform a “plan in hand” field check during which we will:

- Verify the completeness of the plan base sheets while familiarizing ourselves with the project area and any special conditions in the field.
- Prepare a detailed inventory of any topographic features which may impact or be impacted by the proposed design.
- Photo document the project area for use during design.

Item 4 - Design Criteria and Preliminary Design Studies - Based on information obtained under items one through three above, we will review the Preliminary Engineering elements of the design prepared by others. The Preliminary Engineering work will address the following to define and agree to the final scope of improvements with the City:

1. Geotechnical borings, report and pavement design
2. Preliminary site layout alternatives (Develop up to 3 alternatives)

3. Preliminary lighting layout and calculations
4. Preliminary landscaping designs and planting list
5. Drainage assessment and design
6. Retaining wall type studies and general plan and elevation drawing
7. Permitting requirements
8. Preliminary cost estimates

Item 5 – Preliminary Meetings and Coordination – Critical preliminary design elements include the new parking lot layout alternatives, lighting and landscape design. We will meet with the City during the preliminary design stage to review and discuss alternatives.

B. Design Engineering Phase

Upon concurrence with the City on the Preliminary design elements, we will advance the plans, specifications and estimates to the Pre-final and Final stages. The following major work items are anticipated to complete the Design Engineering Phase of this project:

Item 1 - Preliminary and Pre-Final Contract Plans - Based on the findings of the Preliminary Engineering Phase described above, we will prepare preliminary (50%), pre-final (90%) contract plans. We anticipate that the plans will likely contain the following drawings:

Title Sheet and Index of Sheets
General Notes and State/City Standards
Summary of Quantities
Existing Conditions and Removal Plan (1"=20')
Layout Plan (1"=20')
Drainage and Grading Plan (1"=20')
Erosion Control Plan and Details (1"=50')
Lighting General Notes and Bill of Material
Lighting Plan (1"=20')
Wiring Diagram
Street Lighting Details
Retaining Wall General Plan and Typical Section
Wall Panel Elevations
Wall Section and Details
Railing Details
Boring Logs
Landscaping Plan (1"=20')
Construction Details

Detailed quantity calculations will be performed at the 50% and 90% stages of the project to develop an accurate Engineer's Estimate of Cost. An Estimate of Construction Time will also be prepared.

Detailed special provisions supplementing latest edition of the "Standard Specifications for Road and Bridge Construction," adopted by the Illinois Department of Transportation, will be prepared at the 90% stage of the

project. All work will be in accordance with City Standards and Specifications. A bid booklet will be developed using City standard forms for the bidding documents, including notice to bidders, bid bond, contract and contract bond, schedule of prices, signature sheets, and the project special provisions.

Item 2 Pre-final QA/QC Review - Prior to submission of the pre-final plans for review, we will perform an internal Quality Assurance / Quality Control review of the work completed in accordance with Civiltech's internal Design Engineering Quality Assurance / Quality Control Plan. The review will be performed by a professional engineer independent of the design team. The review will consider constructability issues as well as identification of missing pay items, quantities of work, and special provisions required. The design team will also perform a "plan-in-hand" field check to confirm the existing conditions and design.

Item 3 - Submittals and Coordination - This item includes all reviews and meetings with the City to obtain final plan and permit approval. An initial submittal of the 50% contract plans will be made to the City to ensure the goals and requirements of the project are being followed. Once the contract plans and supporting documents have been completed to a pre-final (90% complete) stage, plans, specifications, and estimates will be submitted to the City for review. The plans, special provisions, bid book and estimates will be finalized based on comments and discussion resulting from the 90% submittal.

Item 4 – Utility Coordination – Civiltech will investigate existing utility locations within the area of construction to identify any potential conflicts and address them. This item also includes coordinating power for the lighting system.

Item 5 – Railroad Coordination – because the railroad ROW is significantly lower than the parcel elevations along the west side, we anticipate the need for a retaining wall to maximize the area for the parking lot. This wall will be designed in a manner that minimizes the need to encroach into the railroad ROW during construction. Although we won't be constructing on the railroad ROW, there may be a need for railroad flaggers and protective liability insurance at a minimum. This item includes coordination with the railroad to ensure that we are including the required items in the construction contract documents.

Item 6 – Stormwater and Erosion Control Permitting – Civiltech will design the project to meet the City and County stormwater ordinance requirements. The City is a certified community under the Will County Stormwater Management Ordinance and we anticipate that the City will review the project for conformance with the requirements.

Item 7 - Final QA/QC Review - Prior to the final submittal a second QC/QA review of the plans and special provisions will be performed, in accordance with Civiltech's internal Design Engineering Quality Control / Quality Assurance Plan.

Item 8 - Final (100%) Plans, Special Provisions/Bid Booklet and Estimates - After completion of the City's review and resolution of other concerns the contract plans, special provisions, bid booklet and Engineer's Estimate of Cost and Time will be finalized. We will furnish the City the appropriate number of copies of the plans and special provisions along with the electronic drawing and .pdf files.

COST ESTIMATE OF CONSULTANT SERVICES

	Personnel & Hours									Total Hours	% of Hours	Labor Cost
	Director of Design Services	Project Manager	Project Engineer	Design Engineer	Structural Engineer	Lighting Engineer	Landscape Architect/ Designer	QC/QA Engineer				
	$90.00	$63.00	$49.00	$35.00	$49.00	$47.50	$77.00	$34.00				
1 Preliminary Engineering Phase												
	10	27	58	100	27	23	15	0		260	28.5%	$12,513.50
2 Design Engineering Phase												
	9	69	175	187	117	76	20	0		653	71.5%	$31,160.00
Total Labor Cost												$43,673.50
Multiplier = 2.80												$122,286
Direct Costs and Sub Consultant Expense ($3,000 Claassen White Survey | $8,415 MSET Geotechnical/CCDD | $250 mileage)												$11,665
									Total Engineering Cost:	**913**	**100.0%**	**$133,951**

WORKHOURS

Task No.	Task		Personnel & Hours: Director of Design Services	Project Manager	Project Engineer	Design Engineer	Structural Engineer	Lighting Engineer	Landscape Architect/ Designer	QC/QA Engineer	Total Hours	% of Hours
A.	**Preliminary Engineering Phase**											
1	Initial Meeting with City (virtual)		1	1	2						**4**	1.5%
2	Early Coordination and Data Collection			1	2	2					**5**	1.9%
3	Design Topographic Survey and Preparation of Base Sheets											
	Topographic Design Survey (by Claassen White) Coordination Only			2	2						**4**	1.5%
	Base Sheet Preparation					16					**16**	6.2%
	Field Verification of Survey Data and Project Walk-thru				6	6		4			**16**	6.2%
4	Design Criteria and Preliminary Design Studies											
	Geotechnical borings, report and pavement design (by MSET) Coordination only			2	2						**4**	1.5%
	Preliminary Site Layout Alternatives		3	8	16	40					**67**	25.8%
	Preliminary lighting calculations and pole layout							16			**16**	6.2%
	Preliminary landscaping design and planting lists								12		**12**	4.6%
	Drainage assessment and design		2	4	8	16					**30**	11.5%
	Retaining wall studies and general plan and elevation drawing		1	1	2	8	24				**36**	13.8%
	Permitting requirements			2	2						**4**	1.5%
	Preliminary cost estimates		1	2	12	12	3	3	3		**36**	13.8%
5	Preliminary Meetings and Coordination		2	4	4						**10**	3.8%
	Sub-total Item A		**10**	**27**	**58**	**100**	**27**	**23**	**15**	**0**	**260**	**100.0%**
B	**Design Engineering Phase**											
1	Preliminary and Pre-Final Contract Plans	# sht.										
	Title Sheet and Index of Sheets	1		1	1	2					**4**	0.6%
	General Notes and State/City Standards	1		1	2	2					**5**	0.8%
	Summary of Quantities	2		2	4	6					**12**	1.8%
	Existing Conditions and Removal Plan (1"=20')	1		2	8	10					**20**	3.1%
	Layout Plan (1"=20')	1	2	8	10	24					**44**	6.7%
	Drainage and Grading Plan (1"=20')	1	2	8	24	24					**58**	8.9%
	Erosion Control Plan and Details (1"=50')	1		2	4	8					**14**	2.1%
	Lighting General Notes and Bill of Material	1			1			8			**9**	1.4%
	Lighting Plan (1"=20')	1			3			24			**27**	4.1%
	Wiring Diagram	1						8			**8**	1.2%
	Street Lighting Details	2						8			**8**	1.2%
	Retaining Wall General Plan and Typical Section	1					16				**16**	2.5%
	Wall Panel Elevations	1					40				**40**	6.1%
	Wall Sections and Details	2					24				**24**	3.7%
	Railing Details	1					20				**20**	3.1%
	Boring Logs	1					1				**1**	0.2%
	Landscaping Plan (1"=20')	1				8			16		**24**	3.7%
	Construction Details	5		2	6	6					**14**	2.1%
	Special Provisions and Bid Book			8	16	8					**32**	4.9%
	Quantity Calculations				20	20					**40**	6.1%
	Estimate of Construction Cost and Time		1	2	3	2					**8**	1.2%
2	Pre-final QA/QC Review										**0**	0.0%
3	Submittals and Coordination			12	12	8					**32**	4.9%
4	Utility Company Coordination				4	12		16			**32**	4.9%
5	Railroad Coordination		1	8	8	3					**20**	3.1%
6	Stormwater and Erosion Control Permitting			4	12	12					**28**	4.3%
7	Final QA/QC Review										**0**	0.0%
8	Final (100%) Plans, Special Provisions/Bid Booklet and Estimates											
	Final Plans		2	4	20	20	16	12	4		**78**	11.9%
	Final Special Provisions and Bid Book			4	8	4					**16**	2.5%
	Final Quantity Calculations				8	8					**16**	2.5%
	Final Estimate of Construction Cost and Time		1	1	1						**3**	0.5%
	Sub-total Item B		**9**	**69**	**175**	**187**	**117**	**76**	**20**	**0**	**653**	**100.0%**
	Total Hours:		**19**	**96**	**233**	**287**	**144**	**99**	**35**	**0**	**913**	
	% of Hours:		**2.1%**	**10.5%**	**25.5%**	**31.4%**	**15.8%**	**10.8%**	**3.8%**	**0.0%**	**100.0%**	

MIDLAND STANDARD ENGINEERING & TESTING, INC.
410 Nolen Drive, South Elgin, Illinois 60177
(847) 844-1895 f (847) 844-3875

September 4, 2026

Mr. Jonathan R. Vana, P.E.
Civiltech Engineering, Inc.
Two Pierce Place, Suite 1400
Itasca, Illinois 60143
jvana@civiltechinc.com

Re: Proposal for Geotechnical Exploration and Analysis
W. 7th Street & S. State Street Parcel
Lockport, Illinois

Dear Mr. Vana:

We are pleased to have the opportunity to submit the following proposal for the performance of a geotechnical exploration and analysis.

Purpose
The purpose of the subsurface exploration will be to provide information regarding the engineering characteristics of the soils for the planned intersection improvements.

Scope
The exploration, testing and analysis will include:

- Layout boring locations in the field utilizing a Trimble® Catalyst GNSS receiver. Provide locations in State Plane Coordinate System and Ground Surface Elevations. Perform JULIE locate prior to drilling.
- Summarize the existing subsurface profile soils and a characterization of the groundwater conditions.
- Provide lateral earth pressures for earth retaining structures.
- Provide design criteria for pavement design.
- Provide Environmental Engineering Services which include providing an EDR Radius Map to identify potentially impacted properties. Discrete samples will be selected for laboratory testing and IEPA LPC-663 certification.

We propose to investigate the subsurface soil and groundwater conditions by drilling exploratory test holes. The proposed boring program consists of two (2) profile borings to a depth of 10 feet and one (1) structure boring to a depth of 40 feet. Borings would be terminated upon auger refusal on bedrock.

Method of Performance and Timing

We propose to mobilize a drill rig to the site after notice to proceed, boring layout and utility clearance. We will provide a Field Engineer at the site during the drilling to observe the exploration, perform field tests and measurements and prepare field reports. We would expect preliminary verbal results after the site work is complete, and a final report would be complete shortly thereafter.

Our testing program will include laboratory tests to determine the classification, strength, moisture content, density and other physical properties of the profile soils. The results of the field exploration and lab tests will be used in the engineering analysis and the formulation of our recommendations. The results of our work will be presented in a written report, prepared by an Illinois Registered Professional Engineer.

Fee

It is proposed that our fee be determined on a unit rate basis in accordance with the items listed on the attachments and our Schedule of Fees and General Conditions. The total cost for the scope of work is estimated at **$8,415.00**. We will not exceed this amount without prior authorization.

Closure

We appreciate the opportunity to provide this proposal and look forward to working with you on this project. If you have any questions concerning our proposed scope of work or fees, please contact us.

Respectfully Submitted,
MIDLAND STANDARD ENGINEERING & TESTING, INC.

Michael H. Prigge, P.E.
Project Engineer

Attachment: Attachment 1 - Schedule of Services & Fees
Boring Location Plan

MSET, INC.
9/4/26

ATTACHMENT 1
SCHEDULE OF SERVICES AND FEES
W. 7th Street & S. State Street Parcel
Lockport, Illinois

Task	Estimated Quantity	Unit Cost	Extension
Field Services			
Mobilization, Drill Rig and Personnel, LS	1	$615.00	$615.00
Boring Layout, 2 man crew, GPS Elev, JULIE Locate, per hr.	4.5	$180.00	$810.00
Soil Borings with Split Spoon Sampling (2 borings to 10 feet + 1 boring to 40 feet or Auger Refusal on Bedrock), per day	0.5	$3,600.00	$1,800.00
Field Engineer/Geologist, per hr.	6.5	$126.00	$819.00
		Field Services Total:	***$4,044.00***
Laboratory Testing Services			
Moisture Content Determination, ea.	21	$6.00	$126.00
Unconfined Compression (RIMAC), ea	*as required*	$7.50	included
		Laboratory Testing Services Total:	***$126.00***
CCDD Services - IEPA LPC-663			
EDR Radius Map, LS	1	$250.00	$250.00
PID Screening, LS	1	$75.00	$75.00
Prepare/Deliver Samples to Lab, LS	1	$50.00	$50.00
Analytical Testing, ea	1	$1,020.00	$1,020.00
SPLP/TCLP, ea	1	$150.00	$150.00
		CCDD Services Total:	***$1,545.00***
Engineering Services			
Geotechnical Report w/ Recommendations, LS	1	$1,900.00	$1,900.00
IEPA LPC-663 Certificate, LS	1	$800.00	$800.00
		Engineering Services Total:	***$2,700.00***
		Estimated Budget:	***$8,415.00***



City of Lockport

Illinois

Public Works & Engineering
Utility Viewer

Legend

Water
- Hydrant
- Hydrant Valve
- Service Valve
- Connection
- Hydrant Lead
- Main Valve
- Main

Storm Sewer
- Manhole
- Inlet
- Pipe

Sanitary Sewer
- Manhole
- Gravity Sewer

Parcels
- Parcels

Contours

Contours

Contour Type

Index	Index
Index Depression	Index Depression
Intermediate	Intermediate
Intermediate Depression	Intermediate Depression

N W E S

0 35 70 140

Feet

1 inch = 67 feet

USER: PW & ENG DATE: 8/25/2026

Committee of the Whole
Agenda Memorandum

Item #PW-2

To: **Committee of the Whole**

From: **Brian Lovering, Director of Public Works & Engineering**

Subject: **Resolution No. 26-101 Authorizing the Purchase of a 2026 Ford F-550 for the Street Division for a Total Cost Not to Exceed $92,750.63**

Date: **September 16, 2026**

BACKGROUND/HISTORY

The Public Works Department is requesting approval to purchase a 2026 Ford F-550 four-wheel-drive dump truck for the Street Division from Rod Baker Ford. This vehicle will replace Truck #134, a 2008 Ford F-450 that is now 18 years old and has reached the end of its reliable service life. Once received, the new truck will be sent to a separate vendor for the installation of a lights, snowplow and salt spreader. The City budgeted $150,000 for the total purchase and outfitting of this vehicle.

PROS/CONS/ALTERNATIVES

RECOMMENDATION

Approve Placing Resolution No. 26-101 Authorizing the Purchase of a 2026 Ford F-550 for the Street Division for a Total Cost Not to Exceed $92,750.63 on the Agenda for the Next Regularly Scheduled City Council Meeting

SPECIFIC CITY COUNCIL ACTION REQUIRED

Request for item to be placed on the City Council agenda for consent or action

ATTACHMENTS:

Resolution No. 26-101 Authorizing the Purchase of a 2026 Ford F-550 for the Street Department for a Total Cost Not to Exceed $92,750.63
Rod Baker Ford Quote

RESOLUTION NO. 26-101

A RESOLUTION AUTHORIZING THE PURCHASE OF A 2026 FORD F-550 FOR THE STREET DIVISION FOR A TOTAL COST NOT TO EXCEED $92,750.63.

WHEREAS, City staff is requesting to purchase a 2026 Ford F-550 for a total cost not to exceed $92,750.63 as part of the City's vehicle/equipment replacement program; and

WHEREAS, this new vehicle was budgeted for in 2026; and

WHEREAS, City staff has received a quote from Rod Baker Ford for a 2026 Ford F-550 in the amount of $92,750.63; and

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Lockport, Will County, Illinois, as follows:

SECTION 1: The City Administrator and staff are authorized to purchase a 2026 Ford F-550 from Rod Baker Ford for the total amount of $92,750.63.

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

PASSED and APPROVED this _____ day of _____, 2026, with:

_____ALDERMEN voting aye _____ALDERMEN abstaining

_____ALDERMEN voting nay _____ALDERMEN absent

The MAYOR voting aye _____, voting nay _____, not voting _____

_____CARDAMONE _____GILLOGLY _____BERGBOWER _____LIF

_____PUGH _____KING _____ DESKIN _____ BARTELSEN

_____MAYOR

_____
Steven Streit, Mayor

ATTEST:

_____
Kathleen Gentile, City Clerk

BUYER	CO-BUYER		
CITY OF LOCKPORT 17112 PRIME BLVD LOCKPORT, IL 60441 **Cell #:** (815) 716-1324 **Email:** RANDREASEN@LOCKPORT.ORG		**Deal #:** 12437 **Deal Type:** Retail **Deal Date:** 08/31/2026 **Print Time:** 02:01pm	**Salesperson:** DAVID J THOMPSON

VEHICLE

New ☑	**Stock #:**	**Description:**	**VIN:**	**Mileage:**
Used ☐	T26464	2026 FORD TRUCK S-DTY F-550	1FDFF5HT0TDA17233	70
Demo ☐				

TRADE

AFTERMARKETS

Total Aftermarkets:	**$**	**0.00**

Amount Financed:	$	92,750.63

MSRP:	$	98,972.00
Discount:	$	6,772.00
Sale Price:	**$**	**92,200.00**
Total Financed Aftermarkets:	$	0.00
Total Trade Allowance:	$	0.00
Trade Difference:	**$**	**92,200.00**
Doc Fee	$	377.63
State & Local Taxes:	$	0.00
Total License and Fees:	$	173.00
Total Cash Price:	**$**	**92,750.63**
Total Trade Payoff:	$	0.00
Delivered Price:	**$**	**92,750.63**
Cash Down Payment + Deposit:	$	0.00
Sub Total:	**$**	**92,750.63**
Service Agreement:	$	0.00
Maintenance Agreement:	$	0.00
GAP Insurance:	$	0.00
Credit Life, Accident & Health:	$	0.00
Other:	$	0.00
Amount Financed:	**$**	**92,750.63**

By signing this authorization form, you certify that the above personal information is correct and accurate. By signing below, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal, and written communications. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

X _____
BUYER

X _____
MANAGER

Committee of the Whole
Agenda Memorandum

Item #PW-3

To: **Committee of the Whole**

From: **Brian Lovering, Director of Public Works & Engineering**

Subject: **Resolution No. 26-106 Authorizing the City to Declare Items as Surplus**

Date: **September 16, 2026**

BACKGROUND/HISTORY

The City of Lockport relies on a wide range of vehicles and equipment to deliver essential services. Over time, these assets reach the end of their useful lives and no longer provide reliable service to City staff. The following items have met that threshold and are recommended for surplus designation:

Street Division, Truck #134 has accumulated 97,111 miles and is 18 years old. It has become increasingly unreliable for staff use. Since its purchase, the City has spent $42,589.74 on repairs as of September 2026.

Staff recommends declaring these vehicles as surplus so they may be auctioned if feasible or otherwise properly disposed of.

PROS/CONS/ALTERNATIVES

Eliminate aging vehicles and equipment that serve no purpose or require expensive repairs. Ensure safety of City staff.

RECOMMENDATION

Approve Resolution No. 26-106 Authorizing the City to Declare Items as Surplus on the Agenda for the Next Regularly Scheduled City Council Meeting

SPECIFIC CITY COUNCIL ACTION REQUIRED

Request for item to be placed on the City Council agenda for consent or action.

ATTACHMENTS:

Resolution No. 26-106 Authorizing the City to Declare Items as Surplus
Memo - Street #134

RESOLUTION NO. 26-106

A RESOLUTION AUTHORIZING THE CITY OF LOCKPORT TO DECLARE ITEMS AS SURPLUS

WHEREAS, The City of Lockport utilizes various vehicles and equipment to perform its services; and

WHEREAS, eventually those vehicles and equipment reach the end of their useful lives and no longer serve a purpose to the City; and

WHEREAS, the City recommends declaring the 2008 Ford F-450 Super Duty as surplus so they can be auctioned off if possible or properly disposed of; and

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Lockport, Will County, Illinois, as follows:

SECTION 1: The City declares the items listed on the attached memo as surplus.

SECTION 2: The City allows the Public Works & Engineering Department to auction off or dispose of these assets according to their recommendations.

SECTION 3: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED and APPROVED this _____ day of _____, 2026, with:

_____ALDERMEN voting aye _____ALDERMEN abstaining

_____ALDERMEN voting nay _____ALDERMEN absent

The MAYOR voting aye _____, voting nay _____, not voting _____

_____CARDAMONE _____GILLOGLY _____BERGBOWER _____LIF

_____PUGH _____KING _____ DESKIN _____ BARTELSEN

_____MAYOR

_____
Steven Streit, Mayor

ATTEST:

_____
Kathleen Gentile, City Clerk

City of Lockport

Public Works & Engineering

17112 Prime Blvd, Lockport, IL 60441

September 09, 2026

To: Brian Lovering & Joe Cronin

Recommend vehicle to be declared salvage, for auction.

Street Department #134:

- **Year/Make/Model:** 2008 Ford F-450 Super Duty
- **VIN#** 1FDXF46RX8EE57273
- **Miles:** 97,111

The City of Lockport has spent $42,589.74 on repairs. The Ford F-450 is 18 years old – very rusty & in rough condition.

Ryan Andreasen

Fleet Maintenance