

**CITY OF VIENNA  
CITY COUNCIL MEETING  
VIENNA CITY HALL  
205 North 4<sup>th</sup> Street  
February 4, 2026  
6:30 P.M.  
AGENDA**

1. Mayor Calls Meeting to Order.

2. Roll Call:

Hill\_\_\_\_\_ Moore\_\_\_\_\_ Elliott\_\_\_\_\_ Pitts\_\_\_\_\_ Racey\_\_\_\_\_ Tuey\_\_\_\_\_

**NEW BUSINESS**

3. Omnibus Consent Agenda

- Approval of the January 21, 2026 Meeting Minutes
- Approval of the Warrant

**Motion\_\_\_\_\_ Seconded\_\_\_\_\_**

Hill\_\_\_\_\_ Moore\_\_\_\_\_ Elliott\_\_\_\_\_ Pitts\_\_\_\_\_ Racey\_\_\_\_\_ Tuey\_\_\_\_\_

4. Authorization and Approval of agreement between Little Egypt Shows and City of Vienna, IL for Spring Fling Carnival, May 22-23, 2026.

**Motion\_\_\_\_\_ Seconded\_\_\_\_\_**

Hill\_\_\_\_\_ Moore\_\_\_\_\_ Elliott\_\_\_\_\_ Pitts\_\_\_\_\_ Racey\_\_\_\_\_ Tuey\_\_\_\_\_

5. Authorization and Approval of an Intergovernmental Cooperative Agreement between the City of Vienna and Johnson County for services of a Depot Coordinator for 2026

**Motion\_\_\_\_\_ Seconded\_\_\_\_\_**

Hill\_\_\_\_\_ Moore\_\_\_\_\_ Elliott\_\_\_\_\_ Pitts\_\_\_\_\_ Racey\_\_\_\_\_ Tuey\_\_\_\_\_

6. Authorization and Approval of scope of work for Community Revitalization Partnership between Illinois Housing Development Authority (IHDA) and the City of Vienna.

**Motion** \_\_\_\_\_ **Seconded** \_\_\_\_\_

Hill \_\_\_\_\_ Moore \_\_\_\_\_ Elliott \_\_\_\_\_ Pitts \_\_\_\_\_ Racey \_\_\_\_\_ Tuey \_\_\_\_\_

7. Employment-seasonal mowing

**Motion** \_\_\_\_\_ **Seconded** \_\_\_\_\_

Hill \_\_\_\_\_ Moore \_\_\_\_\_ Elliott \_\_\_\_\_ Pitts \_\_\_\_\_ Racey \_\_\_\_\_ Tuey \_\_\_\_\_

8. **PUBLIC COMMENT/ADDITION TO THE AGENDA**

9. **ELECTED/APPOINTED OFFICIALS**

- Aleatha Wright, City Clerk
- Justin Hartline, City Supt
- Michelle Meyers, Treasurer
- Jim Miller, Chief of Police
- Brent Williams, Fire Chief
- City Council
- Steve Penrod, Mayor

10. **Adjournment:**

POSTED: 1-2-26 BY: Aleatha Wright

**Little Egypt Shows  
AGREEMENT**

Phone: 618-997-4584  
618-922-4262  
618-727-9024

2026

810 East Gregory Ave.  
Marion, IL 62959

This agreement made this 25<sup>th</sup> day of January 2026 by and between

**LITTLE EGYPT SHOWS**, Hwy. 37 North., Marion, IL Party of the First Part, and City of Vienna  
205 N. 4<sup>th</sup> Street Vienna, IL 62995, Party of the Second Part, as follows:

Party of the first part agrees to present **LITTLE EGYPT SHOWS**, consisting of Amusement Rides, Concessions, and if available, Paid Admissions Shows at Vienna, IL, for a period of 2 days, starting May 22, and ending May 23, 2026, for event

To be known as Spring Fling.

Party of the second part agrees to furnish location to be known as City Park

For the erection and operation of said attractions, drinking water, electricity for illumination and power and all necessary licenses or permits required for operation. Party of the second part agrees to have location, electricity and water available n/a.

If streets are used for the location of said attractions, party of the second part agrees to have them closed to all traffic and parking not later than n/a.

In consideration of the above, party of the first part agrees to pay to party of the second part the Sum of \$ n/a for each concession: n/a

15 % of the gross receipts of all rides after the first \$8,000.00.

Little Egypt Shows to have exclusive rights for corn dogs, funnel cakes, shake ups & cotton candy.

Armbands available Friday, and Saturday 5-10pm Armbands \$25.00 each. Office tickets \$3.00 each (1 ticket per ride).

It is further understood and agreed by both parties hereto that there shall be no other riding devices, shows or attractions, other than those furnished by party of the first part.

It is also mutually agreed by the parties hereto that should any other or additional agreement become necessary, the same shall be void unless reduced to writing and signed by the parties hereto.

It is further understood that this agreement is part or entirety is subject to strikes, suspension of electric service, failure of transportation facilities, Government decrees or other good and sufficient reasons beyond the control of either party hereto.

IN WITNESS WHEREOF, we set our hands in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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Tracey Mofield

**LITTLE EGYPT SHOWS**

(Party of the First Part)

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Witness

By \_\_\_\_\_

Signature (Party of the Second Part)

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Witness

By \_\_\_\_\_

(Party of the Second Part)

**RELIABLE \* BANK REFERENCES \* FULLY INSURED**

## INTERGOVERNMENTAL COOPERATIVE AGREEMENT

This Intergovernmental Cooperative Agreement, is entered into on the day and date hereinafter set forth, by and between the City of Vienna, Illinois, an Illinois Municipal Corporation, hereinafter referred to as "City" and the County of Johnson, State of Illinois, hereinafter referred to as "County."

### WITNESSETH

WHEREAS, the City is desirous to obtain the services of a "depot coordinator" to be stationed at "the depot" located within the Vienna City Park in order to provide information to visitors, to inform visitors about the history of Vienna and Johnson County, and to promote businesses within the City and County;

FURTHER WHEREAS, the parties find that the employee will benefit the citizens of the City of Vienna, the citizens of Johnson County, and will generally benefit the City and County as a result of increased tourism to the area and increased patronage to businesses within the City and County;

FURTHER WHEREAS, due to the benefits to both parties, the parties desire to share the salary expense associated with a depot coordinator;

FURTHER WHEREAS, Article IV, Section 10 of the Illinois Constitution and 5 ILCS 220/1 et. seq. of the Intergovernmental Cooperation Act provides the authority for this intergovernmental cooperation and the execution of this Agreement between the parties hereto.

NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE INDIVIDUAL AND MUTUAL COVENANTS HEREIN CONTAINED AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED, THE PARTIES DO HEREBY AGREE AS FOLLOWS:

1. The City hereby agrees to hire a "depot coordinator" to work a maximum of 29 1/2 hours per week at "the depot" located at the Vienna City Park. The depot coordinator will be compensated at an hourly rate which is to be paid directly to the employee by the City of Vienna. The depot coordinator shall commence duties on March 4, 2026 and shall cease duties for the year by December 13, 2026.
2. The County agrees to pay to the City the sum of \$100.00 per week as partial reimbursement for the salary expense paid to the depot coordinator. Said payments shall begin for work in the month of March, 2026 and shall cease after the week of December 13, 2026.
3. This agreement shall cease December 31, 2026. Either party may cancel or terminate this agreement prior to December 31, 2026 with a thirty-day written notice to the other party.

4. The depot coordinator's duties shall include, but are not limited to the following: assisting visitors by providing information regarding the City and County, to provide information about local businesses within the City and County, to promote tourism to the City, County, and the surrounding areas, and to assist with city event planning.
5. The City retains the sole and exclusive right to manage and direct the employment of the depot coordinator including but not limited to the right to determine the schedule of the employee. In addition, the City shall be solely responsible for any liability arising out of the employee's conduct and shall be solely responsible for any and all additional expenses associated with the employee including but not limited to worker's compensation insurance, unemployment, withholding of taxes, and insurance.
6. The parties agree that the public will be benefited and served by the implementation of this agreement and that the benefits to the citizens of Vienna are comparable to the benefits derived hereunder by the citizens of Johnson County.
7. The terms and conditions and covenants of this agreement shall be binding upon the successors and assigns of the respective parties. This agreement shall be construed in accordance with the laws and constitution of the State of Illinois.
8. If any provision of this Agreement is found to be invalid for any reason, such invalidation shall not render any other provision or provisions of the Agreements which can be given effect without the invalid provision.
9. This Agreement shall be effective when approved by the Governing Boards of both parties and when fully signed by both parties.

IN WITNESS WHEREOF, the undersigned Governmental Units have caused this Agreement to be duly executed and delivered on the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF VIENNA, ILLINOIS  
An Illinois Municipal Cooperation

BY: \_\_\_\_\_  
Steve Penrod, Mayor

ATTEST:

\_\_\_\_\_  
Aleatha Wright, City Clerk

JOHNSON COUNTY COMMISSIONERS:

VIENNA CITY COUNCIL:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Ayes: \_\_\_\_\_  
Nayes: \_\_\_\_\_  
Absent: \_\_\_\_\_

**City of Vienna**
**C-124**

IHDA is committed to expanding the capacity of underserved communities in Illinois to identify local housing needs and to empower those communities to take steps to meet those needs. As a part of this commitment, **IHDA proposes the formation of a partnership with the City of Vienna to build upon and link to existing efforts, identify strengths and needs within the community, and otherwise generate localized capacity via a Community Revitalization Strategy.** This process may result in increased local capacity to connect housing and economic development and community goals and may help increase affordable housing by helping communities to minimize barriers of access to housing development tools. This pledge to develop a Community Revitalization Strategy should not be construed as a promise of funding.

A Community Revitalization Strategy is a deliberate, concerted, and locally approved plan or interconnected series of local efforts intended to improve and enhance specific aspects of a community. It can include economic development, housing development, or community development. A strong Community Revitalization Strategy will provide guidance for the community to bring about its long-term vision, and should include input from residents, neighborhood groups, nonprofit agencies, local businesses, educational institutions, service agencies, and other local stakeholders.

By undertaking this project to develop a Community Revitalization Strategy alongside the **City of Vienna**, IHDA believes that it will be increasing capacity on multiple fronts. Primarily, it will be contributing to the expansion of local leaders' capacity to see affordable housing as part of their community's growth, and to include a variety of such opportunities in their plans. Additionally, housing developers and investors will benefit by being able to connect to and potentially utilize the market analysis tools and funding sources identified by this process to strategically align their plans with the **City of Vienna's** for developing affordable housing.

There should be many local parties involved in the Community Revitalization Strategy. The following Scope of Work and expected timeline contained in Appendix I present what IHDA and the **City of Vienna** agree to moving forward within this project. It is recommended that the City of Vienna create similar Scope of Work agreements with other parties that will be participating in the process.

**As part of this Scope of Work, IHDA agrees to:**

1. Review and make suggestions to community-generated lists of stakeholders
2. Review and align with the **City of Vienna's** past planning efforts and existing funding sources
3. Participate in and help to facilitate at least one community and stakeholder meetings
4. Share drafted written plan components with the Partner Lead and Community Ambassador(s) for review
5. Host a Plan Design Charette that solicits community resident feedback regarding the goals and recommendations for the Community Revitalization Plan
6. Produce a written Community Revitalization Plan for the designated Community Revitalization Strategy Area(s), which will include the creation and analysis of:
  - a. Pertinent historical planning efforts and available funding sources
  - b. An asset map, using a list of amenities provided by the partner
  - c. Basic demographic, economic, and housing market data
  - d. The Community Needs Assessment
  - e. The Housing Stock Survey
  - f. All community outreach efforts undertaken in this partnership
  - g. Mutually decided upon goals and objectives to guide the implementation of the Community Revitalization Plan

**As part of this Scope of Work, the **City of Vienna** agrees to:**

1. Notify the community for which the community revitalization effort is occurring
2. Designate a local Partner Lead for this effort who will be responsible for attending check-in meetings and overseeing all tasks listed below

## SCOPE OF WORK FOR COMMUNITY REVITALIZATION PARTNERSHIP



3. Define one or more Community Revitalization Strategy Area(s) with clear borders, within which planning activities will be focused and current residents' housing needs will be considered
4. Designate one or more Community Ambassador(s), who will:
  - a. Be a resident of the target CRSA(s)
  - b. Be informed of program developments and invited to planning meetings
  - c. Along with the Partner Lead, be responsible for engaging community residents and stakeholders that they determine to be important to the process
  - d. Be a signing party on this Scope of Work and the Close-Out Agreement
5. Provide identification of and outreach to critical local stakeholders, local champions, and community residents
6. Provide data and documentation to IHDA for use in the final Community Revitalization Plan, including:
  - a. Geographic Information Systems (GIS) shapefile of all tax parcels in Community Revitalization Strategy Area, typically obtained from county/municipal assessor. If a licensing agreement is required, [City of Vienna] will be responsible for acquiring the proper licensure.
  - b. List of local stakeholders and community organizations
  - c. List of community assets and amenities to be included in IHDA-created asset map
  - d. All community planning materials used in the last 10 years
  - e. All community funding sources used in the last 10 years
7. Organize, publicize, and facilitate community meetings with local stakeholders and residents
8. Dedicate a funding source (\$1,500 recommended) to be utilized to support this project's community outreach efforts
  - a. To be used for: Ads and outreach for community meetings, refreshments for meetings, printed materials for community information, stipends for volunteer activities, childcare services or assistance, etc.
9. Facilitate the Community Needs Assessment distribution and collection, including recruitment of volunteer(s), if necessary
10. Take part in and recruit volunteers to assist with the Housing Stock Survey, if necessary
11. Produce written content that includes but is not limited to:
  - a. The rationale for selection of the Community Revitalization Strategy Area(s)
  - b. Additional community background and historical context
  - c. Mutually decided upon goals and recommendations to guide the implementation of the Community Revitalization Plan

### Expected Outcomes from this Community Revitalization Partnership:

1. Identify realistic housing needs and goals for the community
2. Establish linkages to ongoing initiatives for economic development, education, health care, food access, and other quality of life indicators
3. Coordinate with state, regional, and federal agencies, as well as local organizations, to help meet the planning and implementation needs of the community
4. Become a calling card for the community to attract investors
5. Become part of IHDA's published database of local planning documentation created with IHDA technical assistance. Documentation will be included on IHDA's website and be made available as a public plan and resource unless otherwise determined the (City of Vienna).

The Community Revitalization Plan and the associated partnership will be considered complete when all signatories of this Scope of Work agree upon the project's completion, as indicated by their signatures on a Close-Out Agreement. Signing parties must include: Partner Lead, Community Ambassador(s), and the Managing Director of IHDA's Strategic Planning and Reporting (SPAR) Department.

## SCOPE OF WORK FOR COMMUNITY REVITALIZATION PARTNERSHIP



**Signature, indicating understanding and acceptance of the Scope of Work, including, without limitation, agreement to being included on IHDA's publicly available database:**

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Partner Lead – Phillip Hossfeldt  
Vienna High School

Date

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Community Ambassador – (Name and Title)

Date

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Community Ambassador – (Name and Title)

Date

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Community Ambassador – (Name and Title)

Date

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Alan Quick, Managing Director, SPAR  
Illinois Housing Development Authority

Date