

MARENGO

Business Resource Guide



Welcome to the City of Marengo!

This guide will help you better understand the services we have to offer, from business incentives to planning and zoning to public works.

www.cityofmarengo.com

Marengo City Hall
Marengo EDC

132 E. Prairie Street, Marengo, IL 60152 815-568-7112
116 S. State Street, Marengo, IL 60152 815-568-5105

MARENGO

Population:	7,849 (2007 Special Census)
County:	McHenry
Median Household Income:	\$58,096 (2006 EASI Analytics, Inc.)
Incorporated:	1893
Townships:	Marengo, Seneca, Coral & Riley
Government:	Council/Mayor (Non Home Rule)
Police Department:	One station with 30-plus members providing 24 hour protection
Fire Department:	Volunteer; 38 members on call 24/7; one station, covers 107 sq. mile area
Rescue Squad:	Volunteer; 4 EMT's on site 24/7, covers 144 sq. mile area
Fire Insurance:	3 on ISO Fire Suppression Rating Scale (best in area)
Post Office:	223 East Grant Highway, Marengo, IL 60152
Interstates:	I-90 (8 miles), I-39 (20 miles) and I-43 (30 miles)
Highways:	US-20, IL-23, and IL-176
Railroad:	Union Pacific Railroad
Public Schools:	Riley Elementary, Locust Elementary, Marengo Middle School, Marengo Community Middle School, Marengo Community High School
Distance to Chicago:	61 miles
Utilities/Services:	NICOR, ComEd, AT&T, MDC Environmental Services, Charter Communications
Water Supply:	3 Municipal wells
Average Water Pumped:	600,000 gallons daily
Parks:	Indian Oaks Park, Calvin Spencer Park , Coral Woods and Marengo Ridge
Golf Courses:	Marengo Ridge Golf & Country Club, Blackstone Golf Club, Bel-Mar Country Club, Plum Tree Golf Club.

Contents

<u>Information</u>	<u>Page</u>
Basic Information	2
Emergency Services	3
Local Resources	4
Other Resources	5
Helpful Organizations	6
Registrations	7
Building Department	8
Appearance	9
Property Use	10
Pubic Works	11
Parking	12
Directory	13
City Contact Information	14



.Marengo Police Department

The Marengo Police Department is a fully staffed, 24 hour emergency response service. The communications center is an enhanced 9-1-1 Public Safety Answering Point and also relays calls for the Marengo Fire Protection District, Marengo Rescue Squad, Union Police Department and the Union Fire



Protection District. The department utilized the most current technology available such as in-squad computers and computer-aided dispatch systems to enhance service for citizens. The 30-plus member department includes Police Chief Martin Podosek, Deputy Chief Joe Hallman, three Sergeants, 11 uniformed Patrol Officers, 11 Telecommunicators, four Crossing Guards, an Administrative Assistant, Custodian and several on-call translators.

Marengo Fire Protection District

The City of Marengo is served by a 38 member volunteer Fire Department. The City's modern, unmanned station is located at 120 E. Prairie Street in Marengo. Personal beepers alert volunteers to fire calls. Fire Chief Bob Bradbury commands a fleet of 9 fire trucks, including two brush trucks, two pumper tankers, a ladder truck, a tanker truck, two engines and a command vehicle. The Marengo Fire Protection District covers a 107 mile area.



Marengo Rescue Squad

The Communities of Marengo and Union are provided with 24 hour Advanced Medical (A.L.S) and rescue services by Marengo Rescue Squad District. Calls are dispatched via the 911 system, which are received at the Marengo Police Department. The Marengo Rescue Squad District has four ALS Ambulances, one Heavy Extrication Truck, one snowmobile, a 6 wheeled ATV and a Zodiac



rescue boat available. Two ALS Ambulances are staffed 24 hours a day at 110 Telegraph Street and one ALS Ambulance is staffed 24 hours a day at the Marengo Fire Protection District building at 120 E. Prairie Street.

LOCAL RESOURCES



Dedicated to Marengo Businesses

As a Commission, we are a branch of the City of Marengo and in a working relationship with other economic development entities such as the McHenry County Economic Development Corporation, Illinois Department of Commerce and Economic Opportunity, Illinois Small Business Development Administration, etc... in order to provide resources for the needs of Marengo businesses. Previous resources we have utilized to aid private endeavors include railroad spurs, sewer expansions, and financing. Every business we have worked with, their needs are different and real. As a result, we are very flexible to work with and we truly would like to see your business stand competitive here in Marengo.

Choosing Your Business Location

When considering commercial properties in Marengo, you must verify (or obtain) proper zoning. The city zoning map is found online at www.cityofmarengo.com. The zoning classification for a property dictates the allowable uses for a building on that land parcel as well as the size and placement of the building. To find the proper uses consult chapter 22 of the City of Marengo Municipal Code Book, also found on the City website. For any further questions about zoning please contact the Marengo Building Department at 815-568-2669.



The EDC maintains a listing of available commercial and industrial sites on their website at www.edcmarengo.com. You may also call the EDC at 815-568-5105 for more detailed information. We recommend calling a local realtor for additional building and site information.

Business Incentive Program in Marengo (BIPiM)

This community led program has been established to provide incentives to businesses wishing to expand, start-up or relocate in Marengo by using a combination of property tax abatement, sales tax rebates, and fee reduction/waivers. If your business will be creating jobs, paying a living wage and/or making improvements to a parcel of land in Marengo, contact the EDC to find out more information. The City of Marengo, School District 154, School District 165, Marengo Fire Protection District, Marengo Rescue Squad District, Marengo-Union Library District and the Marengo Park District have all signed an intergovernmental agreement to participate in this program.

Marengo Revolving Loan Fund

If you are experiencing difficulty in securing financing, the City may be able to provide you with up to a \$150,000 loan for job creation or retention. The loan must be collateralized and requires a personal guarantee, but requirements are lower than traditional loans. For more information call the EDC or the City Administrator at 815-568-7112.

YOUR BUSINESS IS NOT ALONE

Aside from the excellent local assistance your business can receive, there are other organizations that can help you succeed depending on your business needs. Visit <http://www.edcmarengo.com/pages/businessincentives.html> for a comprehensive list of agencies, grants, loans and programs available.

McHenry County Economic Development Corporation

The McHenry County Economic Development Corporation (MCEDC) is a non-profit private-public business advocacy group comprised of business and industry investors from throughout the County. Their mission is to encourage and develop the economic health of McHenry County through the retention, expansion and attraction of commerce and industry which is conducive to an optimal quality of life for its citizens. For more information visit www.mcedc.com or call 815-363-0444.

Illinois Department of Commerce and Economic Opportunity (DCEO)

The State offers programs to augment conventional sources of financing to help with relocations and expansions. These programs encourage investment in distressed areas, small business start up, minority ownership, high tech seed money and many other opportunities to strengthen and diversify the Illinois workforce. All of the agency's programs can be viewed at www.commerce.state.il.us/dceo. For more information call 877-221-4403.

Small Business Administration

The federal government's Small Business Administration (SBA) provides several programs and services, including training and educational programs, advisory services, publications, financial programs and contract assistance. The SBA also offers specialized programs for women business owners, minorities, veterans, international trade and rural development. For more information call the SBA at 312-353-4528 or 217-745-5020, TDD 312-886-5108 or 217-492-4418. The Service Corps of Retired Executives (SCORE) and the SBA conduct seminars at various locations in Illinois on starting and operating a business and provides individual counseling. For more information on SCORE, call 312-353-7724, TDD 312-886-5108.

Illinois Department of Employment Security

This agency provides local and statewide labor market information. Labor force statistics, employment projections, wages, industry employment estimates, and workforce availability can be used to make an informed decision regarding retention or relocation. For more information contact the Woodstock office at 815-338-7100. You can also visit their website at www.ides.state.il.us.

HELPFUL ORGANIZATIONS

Marengo-Union Chamber of Commerce
116 S. State Street
Marengo, IL 60152
815-568-6680
www.marengo-union.com



The Marengo-Union Chamber of Commerce is a not-for-profit coalition of area businesses, industries, organizations and professionals who pool their talents and resources to improve the economic, civic and cultural climate of the community. The Chamber is an advocate for business offering valuable resources to find new customers and business partners. By joining the Marengo-Union Chamber of Commerce you are able to learn about available opportunities and will be kept updated on government, customers and business partners in the Marengo-Union area.



Marengo Main Street Inc.
116 S. State Street
Marengo, IL 60152
815-568-8440
www.marengomainstreet.org

In April 2009, Marengo Main Street joined over 70 other communities in the nonprofit Illinois Main Street program. Our goal is to stimulate community pride, preserve historic buildings, and keep businesses viable. Having a unique, local place to shop will benefit not only the business and building owners, but also the entire community.

The Main Street program promotes a community's downtown using a "four point" approach: economic restructuring; special event promotions; design and preservation assistance and volunteer retention & fundraising. Through committees dedicated to each point, our volunteers work toward a common goal: making our downtown the heart of Marengo- a place to live, a place to work and a place to enjoy what makes small town living great.

U.S. Small Business Administration



Your Small Business Resource

Illinois Small Business Development Center
McHenry County College
Shah Center
4100 W. Shamrock Lane | McHenry, IL 60050
www.shahcenter.mchenry.edu



McHenry County College houses the local branch of the ISBDC in Shah Center to create a strictly business-oriented center. Available services include free counseling, business courses, or customized training for employees. For any new business start-up we recommend visiting these former business owners and professionals as their job is to help you.

Business Registration

The City of Marengo does not issue a business license. Registration with the State of Illinois and McHenry County are required. For more information regarding business regulations and registration please contact the State of Illinois at 800-252-8980 or www.business.illinois.gov/licenses.cfm and the McHenry County Clerk's office at 815-334-4242 or www.co.mchenry.il.us/departments/courtyclerk/Pages/BusinessRegistration.aspx



Sales Tax Registration

Sales tax in Marengo is 7% except for qualifying foods, drugs and medical equipment which are taxed at 1.75%. The Illinois Dept. of Revenue handles collection and reporting of sales. For more information visit www.tax.illinois.gov or call 217-785-3707. All business must file a report with IDOR.



Liquor Licenses

Questions pertaining to Liquor Licenses should be directed to the City Administration Offices, 132 East Prairie St. Marengo, Illinois 60152; telephone 815-568-7112.

Water Billing Registration

The new business owner must indicate to the billing department who is responsible for the payment of the water bill and the address where the bill is to be sent. To contact the billing department, please call 815-568-7112.

Vehicle Stickers

All residents are required to purchase a City sticker each year for each vehicle. Vehicle stickers can be purchased at City Hall from 8:00 a.m. to 4:30 p.m. or at the Police Department 24 hours a day, seven days a week. The cost is \$20.00 per sticker; \$5.00 for senior citizens. All stickers must be renewed by July 31 each year. After July 31, stickers will be \$40.00 each; \$10.00 for senior citizens. The replacement fee for a current year sticker is \$2.00 with old sticker or sticker scrapings. Failure to display a current year sticker will result in a fine of \$150.00

REGISTRATIONS

Marengo Building Department
835 West Grant Highway | Marengo, IL 60152 | 815-568-2669

The Marengo Building Department is charged with administering the Building, Sub-division and Zoning codes within the City of Marengo and also provides planning and engineering services. The City adopted codes are intended to promote and ensure the safeguards of public health and safety which are achieved through the issuance of building permits. Building permit applications are reviewed for compliance with all applicable codes. Review times are based on the project size and complexity. Small building projects such as fences, re-roofing, siding and windows are issued over the counter, while more complex projects need more extensive reviews. Building permit applications are available at www.cityofmarengo.com or at the Building Department office, located at 835 W. Grant Highway, Marengo, Illinois.

As of August 11, 2009, the following codes have been adopted by the City of Marengo:

- 2006 International Building Code (with amendments)
- 2006 International Residential Code (with amendments)
- 2006 International Mechanical Code (with amendments)
- 2006 International Property Maintenance Code (with amendments)
- 2006 International Fuel & Gas Code
- 2006 International Existing Building Code
- 1997 Illinois Accessibility Code
- 2005 National Electrical Code (with amendments)
- 2009 International Energy Conservation Code (commercial projects)

Licenses / Bonding

Business licenses are not required at this time, however; the Building Department enforces the Illinois State Statutes for roofing and plumbing licenses. All roofing and plumbing contractors doing work within the City are required to show proof of a license along with a photo ID as required by state statute. The City does not require contractors to be bonded.

Engineering

City staff is well versed in the necessary engineering related functions and industry standards of municipal infrastructure. The Director of Public Works has over 30 years experience in the business and the Building Commissioner is a Certified Floodplain Manager. For additional expertise as needed, the City of Marengo utilizes the professional engineering services of SEC Group, Inc.

Property Maintenance

All property owners are responsible for maintaining their properties in good repair. These responsibilities include ensuring the structure is maintained in a weather tight condition, the exterior walls covered with appropriate and adequate coverings (paint/siding), vegetation (grass) shall be maintained below 8" and trash and debris shall be kept in sealed containers. The Building Department actively enforces the provisions of the 2006 International Property maintenance Code. Fines and citations are administered for properties in violation of

Landscaping

The City's landscaping code serves to foster character, reduce glare, heat and dust in addition to enhance overall aesthetics of developments and improvements. New construction, parking lots and signage are required to provide landscaping plans with the building permit application to ensure compliance.

Certificate of Occupancy

A final inspection indicating compliance with all applicable codes is required prior to the issuance of any certificate of occupancy or certificate of completion. For occupancy requirements, please contact the Building Department

Signs

Advertising signage is imperative to any local business and has a direct impact on the visual character a community portrays. The City has created an ordinance that establishes certain limitations upon signage; height, number, illumination and location. The Sign Ordinance, Chapter 16 of the Municipal Code, and permit applications are available at www.cityofmarengo.com and at the Building Department office.



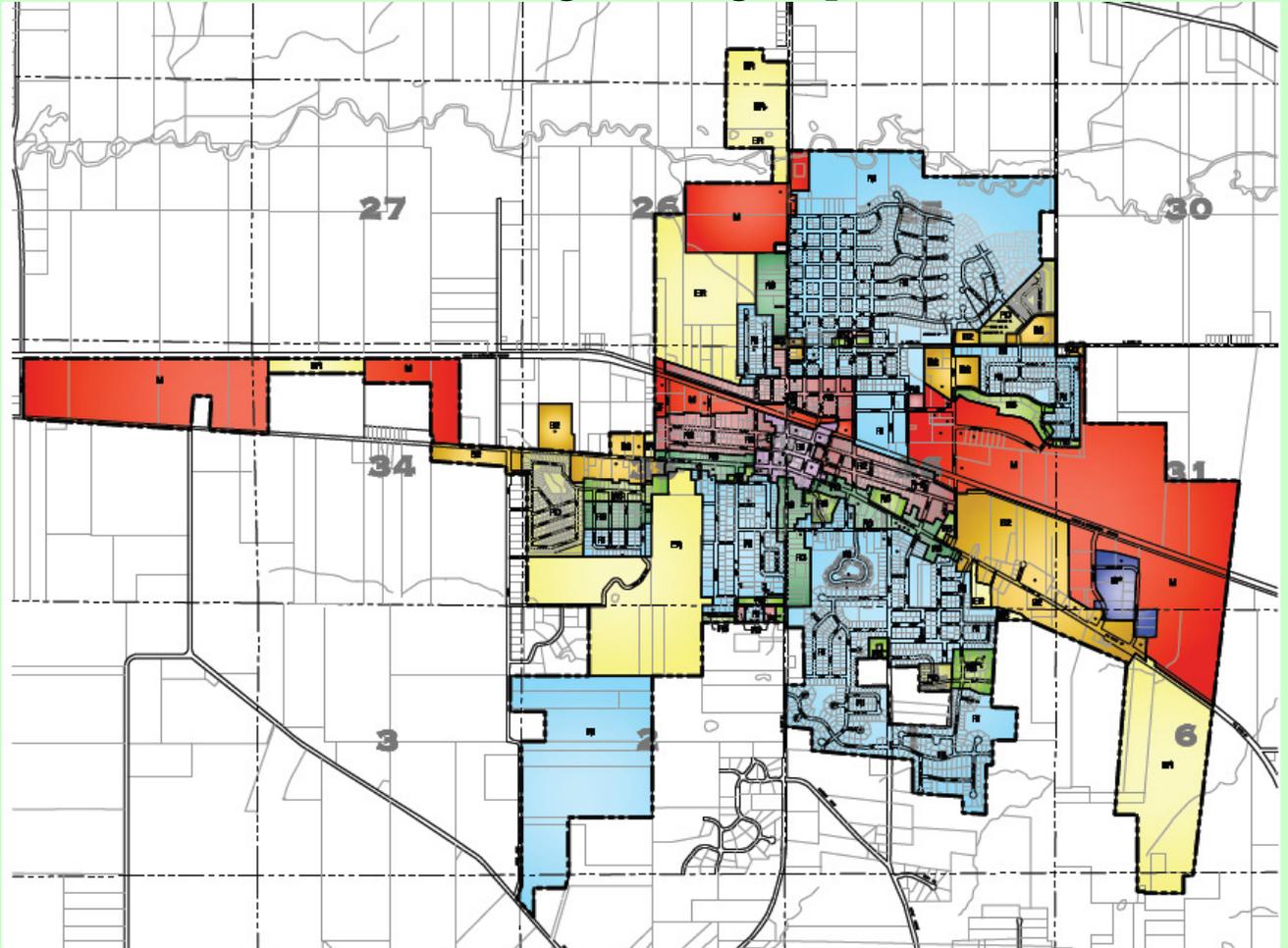
Gravel / Parking

City Code requires all vehicles and trailers to be parked on a paved surface or an existing gravel area. The creation of new gravel parking areas are prohibited. However, existing gravel is allowed to be maintained to its present size. The Building Department actively enforces the provisions of the ordinance for parking of vehicles on parking areas. Fines range from \$25–\$100 for ordinance violations.

PROPERTY USES

Marengo Building Department
835 West Grant Highway | Marengo, IL 60152 | 815-568-2669

Marengo Zoning Map



Planning and Zoning Commission

Variations, subdivisions, special uses and all zoning related matters are reviewed by the Marengo Planning and Zoning Commission. This appointed Commission reviews proposals and makes recommendations to the City Council for approval or denial of a proposal. Timeframes vary for particular proposals and the State Statutes for notification can be quite cumbersome. However, the Building Department is here to assist you through your project.

Planning and Development

The City of Marengo has done extensive planning for future growth. Our Comprehensive Plan provides a guide as to the character the community is trying to retain concurrently with future growth. The Plan seeks to identify public infrastructure slated for expansion to accommodate future growth. The Building Department and Public Works Department are ready to meet with you and your team for pre-development meeting to outline timetables and expectation of both parties during your development.

Public Works Department
835 West Grant Highway | Marengo, IL 60152 | 815-568-8972

City Engineer

Some projects involving large scale construction or expansion may require consultation with the City's Engineer. The City of Marengo currently uses SEC Group, Inc. for our engineering needs. This engineering firm can assist with development activities such as the subdivision process, utility locations and connections, storm water management and floodplain locations. SEC can also help with a variety of other issues such as coordination with IDOT, traffic studies and can monitor the compliance of all construction projects with Municipal Code. Please see the City Administrator or Building Commission for projects that may involve working with the City Engineer.

City Water Department

The Water Department is responsible for the maintenance and operation of the water distribution system, City wells and water storage tanks and towers. This department also handles meter reading and customer service for the water and sewer accounts. Questions regarding the water system can be directed to the Water Department at 815-568-1418. Questions about water / sewer bills can be directed to City Hall at 815-568-7112.

City Streets Department

The Streets Department is responsible for the maintenance, repair and improvement of all local roads, right-of-ways, street lights, traffic and road signs, pavement markings, sidewalks and parking lots. The Streets Department also handles tree trimming for trees in a right-of-way and brush collection. Notification to the Streets Department is required before making any changes to the public right-of-way. This includes sidewalk/driveway approach repair, digging, planting of trees or sprinkler system installation. If you have any questions or concerns regarding any of these items please contact Public Works at 815-568-8972.

City Wastewater Department

The Wastewater Treatment Department maintains and operates the City's wastewater treatment plant. The City is currently in the process of expanding our plant in order to increase maximum capacity. The treatment plant is operated by the City under the authority and limitations set by the Illinois Environmental Protection Agency. The Plant is monitored daily by City staff in order to ensure the plant operates efficiently and produces a high quality effluent. For more information on the Treatment Plant contact Public Works at 815-568-8972.

PUBLIC WORKS

PARKING REGULATIONS

Snow Removal

The Streets Department is responsible for plowing snow and removing ice from all local roads. The City of Marenco encourages all residents to remove ice and snow from the sidewalks in front of their homes or businesses as soon as possible. Clearing snow makes it easier and safer for school children and other pedestrians to walk safely around the City.

Central Business District Parking

Parking in the Central Business District is restricted to **two-hour parking** unless otherwise noted. If business owners or patrons are intending to stay in the downtown area for longer than two hours, it is recommended that the individuals use the City's municipal parking lots, which are conveniently located to allow access to downtown business.

Street Parking / Overnight Parking

Parking is not allowed on residential streets between the hours of 12:00 am and 6:00 am. Parking is not allowed on any street in the business district between the hours of 2:00 am and 6:00 am. Parking is **not allowed** on any street in the event of an ice storm, or when 2 inches or more of snow has fallen.



Townships

Local Township Governments

Marengo Township

4012 N. Route 23, Marengo
815-568-1355

Riley Township

Riley Rd., Marengo
815-568-6221

Coral Township

Olson Rd & Jefferson Rd., Union
815-923-2424

Seneca Township

16506 Garden Valley Rd, Woodstock
815-568-8302

Marengo Area Schools

Marengo-Union Consolidated Elementary Dist. 165

816 E. Grant Hwy. Marengo
815-568-8323
www.marengo165.org

Marengo Community High School Dist. 154

110 Franks Rd. Marengo
815-568-6511
www.mchs154.org

Riley Community Consolidated Dist. 18

9406 Riley Rd. Marengo
815-568-8637
www.riley18.org

Parks & Recreation

Marengo Park District

825 Indian Oaks Trail, Marengo
815-568-5126
www.marengoparkdistrict.com

McHenry County Conservation District

18410 Hwy 14, Woodstock
815-338-6223
www.mccdistrict.org

Important Numbers

Marengo Post Office

223 E. Grant Hwy, Marengo
815-568-7449
www.usps.com

Marengo-Union Public Library

200 S. State St., Marengo
815-568-8236
www.muld.org

McHenry County Government Center

Court Services, County Clerk, Circuit
Clerk, Recorder of Deeds
2200 N. Seminary Ave., Woodstock
815-334-4000
www.co.mchenry.il.us

Utilities

Commonwealth Edison-Electric Utility

800-334-7661
www.exeloncorp.com

NICOR Gas- Natural Gas Utility

New gas service-800-427-6228
Emergencies-888-642-6748
www.nicor.com

J.U.L.I.E

(Joint Utility Location Information for
Excavators)
800-992-0123 or 811
www.illinois1call.com

MDC Environmental Services

815-568-7274
www.marengodisposal.com

Charter Communications

Cable/Internet provider
800-581-0081
www.charter.net

AT & T / SBC Phone Services

800-660-3000
www.att.com

DI R R E E C C T T O O R R Y

CITY OF



MARENGO

www.cityofmarengo.com

City Hall

132 E. Prairie St.
Marengo, IL 60152
815-568-7112

Building Department

835 W. Grant Highway
Marengo, IL 60152
815-568-2669

Mayor: Donald Lockhart

City Administrator: Deborah Nier

Assistant to The City Administrator: Josh Blakemore

City Clerk: Constance Boxleitner

Deputy City Clerk: Sally Millermon

Building Commissioner: Jayson Shull

Code Enforcement Officer: Marianne Wayne

Public Works Department

835 W. Grant Highway
Marengo, IL 60152
815-568-8972

Marengo Economic Development Commission

116 S. State St.
Marengo, IL 60152
815-568-5105
www.edcmarengo.com

Superintendent of Public Works: Jim Craney

Coordinator: Dane Checolinski