

Committee-of-the-Whole Minutes

Tuesday, November 6, 2018

- PRESENT:** Mayor Stephanie Acri (*Chair*)
Alderman Quentin Rodriguez (*Ward 1*)
Alderman David Parker, Jr. (*Ward 2*)
Alderman Mike Wendt (*Ward 3*)
Alderman Richard “Dick” Potter (*Ward 4*)
Alderman Lori Turner (*Ward 5*)
Alderman Kevin Schoonmaker (*Ward 6*)
Alderman Mike Waldron (*Ward 7*)
Alderman Sonia Berg (*Alderman At-Large*)
- ABSENT:** None.
- STAFF:** Doug Maxeiner, City Administrator
Maureen Riggs, City Attorney
Janine Hollembaek Parr, City Clerk
Ray Forsythe, Planning & Development Director
Alison Fleming, Human Resources Manager
Lori Wilson, Parks Recreation Director
Todd Green, Information Technology/Website GIS Administrator
Bryon Lear, Library Director
David Gass, Acting Chief of Police
Jeff Snyder, Fire Chief
Scott Hinton, City Engineer
Kathy Carr, Finance Director
Jeff Anderson, City Planner
J.D. Schulte, Public Works Director
K.J. Whitley, Community Development Program Manager
Keith Verbeke, Finance Manager
Tara Osborne, Grant Project Accountant
Arnold McCollom, WPC Operations Technician
Rodd Schick, Municipal Services General Manager
Dave Mallum, Fleet Manager
Tony Loete, Utilities Manager
Erik Brown, Fire Lieutenant
Eric Becker, Fire Engineer
Nathan Medinger, Police Sergeant
Justin Yuvan, Police Sergeant
Fire and Police personnel
- OTHERS:** Anthony Watts, The Dispatch
John Barrett, USI Insurance
Alex Elias, RENEW Moline
Police and Fire personnel family and friends

Mayor Acri called the meeting to order at 6:00 p.m. in Council Chambers.

Oath of Office

Oath of office for promotion of Engineer Erik Brown to the rank of Lieutenant effective November 10, 2018.

Appointment of Firefighter/Paramedic Eric Becker to the rank of Engineer effective November 10, 2018.

Oath of office for promotional appointment of Nathan A. Medinger to the rank of Police Sergeant, effective October 31, 2018.

Oath of office for promotional appointment of Justin G. Yuvan to the rank of Police Sergeant, effective November 5, 2018.

Mayor's Board Appointments

Mayor's appointment of Jay McCowan to the Moline Housing Authority Board, effective November 6, 2018, and expiring July 31, 2021. A motion was made by Alderman Parker to approve. Seconded by Alderman Wendt. Motion passed unanimously.

Proclamation

A Proclamation from the Women Impacting Public Policy and the Small Business Saturday Coalition to declare November 24, 2018, as "Small Business Saturday."

Questions on the Agenda

There were no questions.

Agenda Items

1. A Resolution supporting the Illinois Bicentennial Celebrations. Mayor Stephanie Acri shared that August 26, 2018, marked the 200th anniversary of the adoption of the Illinois Constitution of 1818 at the Kaskaskia Convention. December 3, 2018, will mark the 200th anniversary of the admission of Illinois to the Union as a state. The bicentennial of our statehood is an opportunity to recognize and celebrate the many cultural, economic, academic and political contributions that Illinois and its residents have made to the nation and the world. Commemorations and celebrations will enable and encourage Illinoisans of all ages and backgrounds, together with visitors, to experience Illinois' 1,298 cities, villages and towns, thereby stimulating the Illinois economy. Our community recognizes the importance of the bicentennial celebration as a way to honor the citizens and the history of our great state, and set a course for success over our next 200 years. Our community, through its various councils, committees and congregations, should work together with the Illinois Bicentennial Commission and the state's citizens, businesses, and cultural and educational institutions to share our vision and projects to mark the 200th anniversary. Participation in Illinois' bicentennial celebration is a unique opportunity to honor and showcase the state during this historic time. A motion was made by Alderman Potter to approve. Seconded by Alderman Berg. Motion passed unanimously.

2. A Resolution authorizing the Planning and Development Department to apply to the Illinois Housing Development Authority for a 2019 Abandoned Residential Property Municipality Relief Program, Round 4 Grant in the amount of \$75,000 for the City of Moline; and authorizing City staff to do any and all things necessary to apply for the 2019 Abandoned Residential Property Municipality Relief Program, Round 4 Grant. K.J. Whitley, Community Development Program Manager stated that the City's past and current code enforcement activities demonstrate that there is a continued need for additional code enforcement compliance of abandoned residential structures and additional resources needed to assist with the removal of deteriorated structures within the City. City staff would like to apply for the 2019 Abandoned Residential Property Municipality Relief Program, Round 4 Grant in the amount of \$75,000. The funding will provide assistance for eligible uses with abandoned residential properties. A motion was made by Alderman Berg to approve. Seconded by Alderman Turner. Motion passed unanimously.

3. A Resolution authorizing the Planning and Development Department to apply to the Illinois Housing Development Authority for a two-year grant for a Home Accessibility Program (HAP) Round 2, in the

amount of \$321,000 for the City of Moline; and authorizing the Mayor and City staff to do any and all things necessary to prepare and submit said grant application; and authorizing the Planning and Development Department, upon award of said grant, to manage and operate said program. K.J. Whitley, Community Development Program Manager explained that the City has a list of households waiting to participate in the Community Housing Services Program and is currently working through 40-plus active applications; demonstrating a need for additional resources to assist low-income individuals or families in Moline and the surrounding communities. The Home Accessibility Program grant will assist senior citizens and persons with disabilities by funding repairs that will allow homeowners or tenants to remain in their homes in an effort to prevent premature or unnecessary institutionalization. Each eligible applicant would receive assistance up to a maximum of \$25,000 and will support the City's continued partnership with neighboring communities. A motion was made by Alderman Berg to approve. Seconded by Alderman Schoonmaker. Motion passed unanimously.

4. An Ordinance amending Chapter 8, "BUILDINGS AND OTHER CONSTRUCTION AND BUILDING SERVICES," of the Moline Code of Ordinances, Section 8-1500(c), "Certificate of Occupancy Deposit," by repealing subsections (1) and (2) in their entirety and enacting in lieu thereof new subsections (1) and (2) dealing with the same subject matter. Maureen Riggs, City Attorney indicated that Sec. 8-1500(c) of the Code states that a certificate of occupancy ("CO") deposit must be paid before a building permit will be issued; this requirement applies to all building permit applications for new commercial and residential buildings, additions, remodels or other structures that are intended to be occupied for private or public use unless the project is exempt. The CO deposit is equal to 1% of the total valuation of the project's construction cost or \$250, whichever is greater and is returned to the applicant upon approval of all final inspections and a request for a CO prior to the permit's expiration date. Per recommendation by the Project Management Team, City staff wishes to remove the requirement for a CO deposit if the building permit application is for a project subject to a City development agreement. In such cases, the development agreement shall be sufficient inducement for the project's completion, and no incentive under the agreement will be paid unless and until a CO is obtained. In addition, staff wishes to place a maximum of \$10,000 on the CO deposit so that the payment requirement is not onerous to applicants of larger scale projects. This amendment will also clarify that the CO deposit exemption that is currently referenced in Sec. 8-1500(c)(1) applies to the types of building permits listed in Sec. 8-1500(e), "Exemptions." The attachment to this item is a redline amendment to Sec. 8-1500(c) to show the proposed changes and it includes subsection (e), "Exemptions," for reference. A motion was made by Alderman Wendt to approve. Seconded by Alderman Parker. Motion passed unanimously.

5. A Resolution authorizing the Mayor, City Clerk and City staff to apply to the Illinois Department of Transportation (IDOT) for a Safe Routes to School grant in the amount of \$200,000.00 to construct a sidewalk, ramps and related improvements in the City of Moline; and authorizing the Mayor, City Clerk, and staff to do all things necessary to prepare and submit said grant application. Jeff Anderson, City Planner, explained that in response to City Council direction, City staff proposes to submit an application for grant funding in the amount of \$200,000.00 to the Illinois Department of Transportation for the Safe Routes to School grant program. The grant funds, if awarded, would be used to assist with the construction of a sidewalk, ramps and related improvements proximate to the 1800 block of 48th Street as well as along 18th Avenue between 48th and 53rd Streets. The grant program does not require a local match. This grant application is being prepared and submitted as a cooperative effort between the City of Moline and the Moline-Coal Valley School District, with assistance provided by the Bi-State Regional Commission. However, a local contribution may be necessary if the full amount requested is not awarded. A motion was made by Alderman Schoonmaker to approve. Seconded by Alderman Wendt. Motion passed unanimously.

6. An Ordinance amending General Ordinance No. 88-3-2, related to the establishment of an Enterprise Zone in the County of Rock Island, Illinois, and its designation pursuant to an Intergovernmental Agreement and its subsequent amendments between the Cities of East Moline, Moline, Rock Island and Silvis, the Village of Milan, and the County of Rock Island, Illinois, by deleting certain territory from and by adding new territory to the Illinois Quad Cities Enterprise Zone; and authorizing the Mayor and City Clerk to execute an Amendment to the Intergovernmental Agreement between the jurisdictions. Ray Forsythe, Planning and Development Director, stated that the Cities of East Moline, Moline, Rock Island and Silvis, the Village of Milan, and the County of Rock Island, Illinois (collectively, “Jurisdictions”), have adopted ordinances and resolutions establishing and designating the Quad Cities Enterprise Zone (“EZ”) and have executed an Intergovernmental Agreement and subsequent amendments between the Jurisdictions to add or delete territory to the EZ. The Illinois Department of Commerce and Economic Opportunity (“DCEO”) has approved and will certify the EZ pursuant to the Illinois Enterprise Zone Act, to commence January 1, 2019. Most recently, the Quad Cities Regional Economic Development Authority Enterprise Zone (“QCREZ”) received approval from DCEO to add Rock Island County territory to the EZ to assist local companies to expand and create new jobs, and it has been determined that said companies would benefit by staying in the QCREZ during their expansion projects to alleviate issues that may arise in properly receiving zone benefits. The deletion of territory and the addition of new territory to the EZ boundaries will meet qualifications of the Illinois Enterprise Zone Act, and a public hearing regarding an amendment to delete and add territory to the EZ has been held pursuant to the Act. A motion was made by Alderman Turner to approve. Seconded by Alderman Wendt. Mayor Acri inquired if administrative fees would be charged to the beneficiaries that are moving from QCREDA back to the Enterprise Zone. It was the consensus of Council to waive the fees in this situation. Motion passed unanimously.

7. A Resolution enacting a policy statement expressing a commitment to encourage the development of business entities and the hiring of individuals defined as minorities, women and persons with disabilities within the Quad Cities Enterprise Zone. Ray Forsythe, Planning and Development Director, shared that the Cities of East Moline, Moline, Rock Island and Silvis, the Village of Milan and the County of Rock Island (“Jurisdictions”) each have areas within their respective legal boundaries within the Quad Cities Enterprise Zone that are economically distressed. Said areas have a disproportionate number of residents who have suffered pervasive poverty, unemployment, and economic distress related to prolonged economic transformation, shifts of industries throughout the region, and a variety of other factors. These factors have negatively affected areas that would benefit from private sector investments with an enterprise zone. The Jurisdictions seek approval and certification of the Quad Cities Enterprise Zone by the State of Illinois. Businesses who are owned by minorities, women and persons with disabilities, as defined under the Business Enterprise for Minorities, Women and Persons with Disabilities Act shall be encouraged to participate within the enterprise zone incentive program to benefit them as business owners. Businesses using the enterprise zone benefits will be encouraged to hire individuals who are minority persons, women and persons with disabilities as defined under the Act, and will also be encouraged to utilize other businesses that are minority-owned, women-owned, or owned by persons with disabilities as defined under the Act. A motion was made by Alderman Berg to approve. Seconded by Alderman Potter. Motion passed unanimously.

8. A Resolution authorizing the Mayor and City Clerk to execute an agreement with USI Insurance for liability, property and workers’ compensation insurance for a period of one year commencing on December 31, 2018. Alison Fleming, Human Resources Manager, indicated that USI Insurance is the current broker for the City’s liability, property and workers’ compensation insurance. They have submitted an agreement to provide coverage from December 31, 2018, through December 31, 2019. After reviewing the proposals obtained by USI, staff concurs with their recommendation to switch from Travelers Insurance and Safety National with a proposal costing \$927,624 to Insurance Program Managers Group (“IPMG”) for a price of \$850,245. Both proposals are greater than the amount budgeted for premiums in 2019. However, the proposal with IPMG also includes third party administration services for workers’ compensation, budgeted at an additional \$33,020 in 2019. IPMG’s coverage for the Public Employees Disability Act (PEDA) would also

provide an average net savings to the General Fund of \$34,876.79. IPMG would also provide appraisals on all City properties and contents, which would otherwise cost approximately \$33,000. While only \$6,000 is budgeted in the Liability Fund to do a handful of City properties, working with IPMG will allow the City to obtain updated property values all at once. USI aggressively negotiated with IPMG and was able to obtain better pricing, SIRs, coverage amounts and fee waivers. USI's flat fee of \$75,500 will save the City approximately \$30,000 compared to a commission-based fee structure. Other benefits of IPMG include a lower workers' compensation self-insured retention (SIR) of \$500,000 compared to the City's current \$750,000, the same or lower SIRs for other lines of coverage, the ability to continue using in-house counsel for most claims and excess coverage of \$10 million per line of coverage instead of \$10 million for all lines. A motion was made by Alderman Berg to approve. Seconded by Alderman Wendt. Alderman Waldron asked if a multi-year policy would be an option and if that would benefit the City. Staff will investigate and report to Council. Motion passed unanimously.

9. Other. City Attorney Maureen Riggs explained that in May, 2018, Council approved a resolution to execute an agreement with Closed Loop Fund, LP for the financing of the purchase of recycling carts in the amount of \$859,086. The City was able to purchase the carts from Rehrig Pacific for \$772,621, and Closed Loop has requested a revised Council Bill that would reflect that amount. Staff will submit a revised Council bill for Council approval on November 13, 2018.

Informational

John Deere Middle School Pedestrian Traffic. Scott Hinton, City Engineer, provided an update from the February 13, 2018 presentation by Police Chief Hitchcock. Hinton stated that he, along with Acting Chief Gass and Captain Fisk, met with the principal of John Deere Middle School, and Hinton shared recommendations:

1. Foremost recommendation to increase safety is the installation of a new traffic signal at 19th Avenue and 11th Street, with an estimated cost of approximately \$125,000.
2. Establish a School Zone on 19th Avenue from 9th to 13th Street.
 - a. Add solar panel speed detectors that hang below the School Zone signs and flash when motorists are traveling over the speed limit. These will be ordered out of the operating budget at a cost of \$3,000 each.
3. Eliminate the north crossing at 21st Avenue and 11th Street, to encourage students to cross on the south.
4. Bump-outs at 21st Avenue and 12th Street. Crossing guard may be replaced with two push button flashing lights, one on each side of the street, for about \$6,500.
5. Extend the turn out lane back to the north and to the south, giving more area for drop-off and pick-up by school families. The school is not in favor of that, rather they want everyone dropped off in front of the school.
6. Eliminate parking on north side of 21st Avenue (one way during school hours.)

Hinton explained that the less expensive recommendations would be implemented first: a school zone has been established and bump-outs added and painted at 21st Avenue and 12th Street. There was discussion of how to keep the area clear of snow. Solar panel speed detectors will be added in the school zone, and parking eliminated on the north side of 21st Avenue. Mayor Acri inquired whether this project might be included in the Safe Routes to School Grant. City Planner Jeff Anderson explained that it would be difficult to pull together before the grant deadline. Hinton suggested that it might be included in the next cycle.

2019 Budget Work Session #3

Continued Discussion and Consideration of the Proposed 2019 Budget.

Doug Maxeiner, City Administrator, led a review of adjustments to the proposed budget (attached.) The property tax levy was reduced to show 0.5 percent growth and a reduction in the property tax rate. Sales tax projections were revised, and the use of tourism reserves reduced, except for streetscaping on 7th and 15th streets, a park grant match, compensation plan, Why Moline, Multi Modal Station and Centre Station deck maintenance. Maxeiner explained a systematic attempt to recapture a 0.65 percent underspending of wages. The use of tourism reserves still maintains a reserve balance of \$550,000. Alderman Wendt recommended increasing the pay and

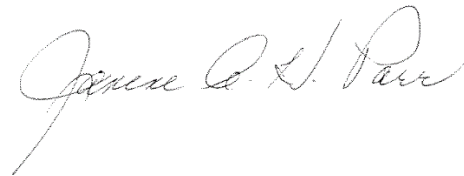
qualifications of the planning department receptionist. A motion was made by Alderman Berg, seconded by Alderman Wendt, to upgrade the Planning receptionist by \$10,000. There was discussion with Alderman Schoonmaker proposing that staff proceed with the current plan and modify if necessary. The position would be partially funded by a Community Development Block Grant (CDBG.) Forsythe explained that CDBG funds would be tracked and supported by the new employee's activities. Motion failed with Alderman Wendt voting aye. A motion was made by Alderman Berg, seconded by Alderman Wendt, to accept the budget as proposed. Alderman Turner expressed concern that the reduced levy and consequent budget cuts would result in reduced services. Motion carried with Alderman Turner voting nay.

Public Comment

There was no public comment.

The meeting adjourned at 7:46 p.m.

Respectfully submitted,



Janine A. H. Parr
City Clerk

General Fund Budget - FY 2019

	<u>Revenue</u>	<u>Expenditure</u>	<u>Status</u>	<u>Source</u>
As Proposed (Original - Balanced)	\$43,844,790	\$43,844,790	\$0	
Revenue Adjustments:				
1	(581,281)		(581,281)	CC
2	80,626		(500,655)	CC/Staff
3	(306,056)		(806,711)	CC
Expenditure Adjustments:				
4		35,000	(841,711)	CC
5		(15,665)	(826,046)	Staff
6		(20,000)	(806,046)	Staff
7		(58,440)	(747,606)	Staff
8		(9,000)	(738,606)	Staff
9		(30,500)	(708,106)	Staff
10		(50,000)	(658,106)	CC
11		(12,365)	(645,741)	CC
12		(19,000)	(626,741)	CC
13		(560)	(626,181)	Staff
14		(4,700)	(621,481)	Staff
15		(2,500)	(618,981)	Staff
16		(505)	(618,476)	CC
17		(300)	(618,176)	CC
18		(1,000)	(617,176)	CC
19		(860)	(616,316)	CC
20		(5,000)	(611,316)	Staff
21		(5,000)	(606,316)	Staff
22		(5,000)	(601,316)	Staff
23		(2,500)	(598,816)	Staff
24		(2,500)	(596,316)	Staff
25		(1,000)	(595,316)	Staff
26		(500)	(594,816)	Staff
27		(2,000)	(592,816)	Staff
28		(1,000)	(591,816)	Staff

General Fund Budget - FY 2019

		<u>Revenue</u>	<u>Expenditure</u>	<u>Status</u>	<u>Source</u>
29	Legis - Reduce Goal Setting Costs		(1,000)	(590,816)	Staff
30	Exec - Reduce Advertising/Promotions		(600)	(590,216)	Staff
31	Exec - Reduce Office Supplies		(500)	(589,716)	Staff
32	Fin - Retirement resulting in lower wage (Util savings \$24,965; GF = 10%)		(2,774)	(586,942)	Staff
33	Parks - Reduce Transfer for Dog Park Fence (TIF Expense)		(50,000)	(536,942)	CC
34	Reduce AA - Exec (Share with P&D)		(30,347)	(506,595)	CC
35	Reduce AA - P&D (Share with Exec)		(30,347)	(476,248)	CC
36	Add Receptionist P&D - Bilingual (1/2 Grant Funded)		28,764	(505,012)	Staff
Budget System Changes					
37	Contra expense account - GF 0.65% of wages		(108,802)	(396,210)	CC
38	Reduce Transfer to Library - contra expense 2% of wages		(37,825)	(358,385)	CC
39	Reduce Transfer to Parks - contra expense 3% of wages		(36,831)	(321,554)	CC
Project Specific - Streetscaping					
40	Add Streetscaping - 7th Street, 15th Street		60,000	(381,554)	CC
41	Add CDBG Revenue for Streetscaping	15,000		(366,554)	Staff
42	Use Tourism - Streetscaping	45,000		(321,554)	Staff
Project Specific - Park Design Services					
43	Park Design Grant Match - Renew		25,000	(346,554)	CC
44	Use Tourism - Park Design (Moline Foundation Grant Match)	25,000		(321,554)	Staff
Project Specific - Comp Plan					
45	Elim Comp Plan Cost for 1st year		(200,000)	(121,554)	CC
46	Add Comp Plan Partial - 1st year		75,000	(196,554)	CC
47	Use Tourism Reserves - Comp Plan	75,000		(121,554)	Staff
Project Specific - Why Moline					
48	Use Tourism Reserves - Why Moline	10,000		(111,554)	Staff
Other					
49	Fund Multi Modal Station Maintenance Budget with Tourism Reserve	65,450		(46,104)	CC
50	Use Tourism Reservice to fund Centre Station Deck Main	40,606		(5,498)	Staff

General Fund Budget - FY 2019

	<u>Revenue</u>	<u>Expenditure</u>	<u>Status</u>	<u>Source</u>
51 Contingency		(5,498)	0	Staff
New General Fund Budget Total	\$43,314,135	\$43,314,135	\$0	
Other Options:				
Defer Purchase - Mowers (Does not include offsetting maintenance)		(5,190)		CC
Defer Purchase - Engineering Pickup Trucks		(3,726)		CC
Reduce Transfer to Parks/Lib				
Library Funding:				
Library - Property Tax	2,773,379		2,773,379	
Transfer to Library (Original Budget)	75,000		2,848,379	
Reduce Transfer to Library - contra expense 2% of wages	(37,825)		2,810,554	
Reduce Transfer to Library	(21,189)		2,789,365	
Total Funding to Library			2,789,365	
Parks Funding:				
Parks - Property Tax	2,828,751		2,828,751	
Reduce Transfer to Parks (A&E)	(50,000)		2,778,751	
Reduce Transfer to Parks - Seasonal wages	(12,365)		2,766,386	
Reduce Transfer to Parks - Green Valley Seasonal wages	(19,000)		2,747,386	
Parks - Reduce Transfer for Dog Park Fence (TIF Expense)	(50,000)		2,697,386	
Reduce Transfer to Parks - contra expense 3% of wages	(36,831)		2,660,555	