

The Rock Island City Council met in Budget session on Monday, November 17, 2014 at 5:00 pm in City Council Chambers of Rock Island City Hall. Present were Mayor Dennis E. Pauley presiding and Aldermen Joy Murphy, Charles O. Austin III, Ivory D. Clark, David Conroy and Stephen L. Tollenaer. Staff present included City Manager Thomas Thomas, Finance Director Cynthia Parchert and Budget Coordinator Don Reichert. Other staff entered the room at various times of the evening pertinent to their presentations. Alderman Kate Hotle arrived at 5:04 pm and Alderman P.J. Foley arrived at 6:03 pm.

### **BUDGET OVERVIEW**

Finance Director Cynthia Parchert inquired upon Budget Coordinator Don Reichert to explain how the 2015 Budget documents are organized. Mr. Reichert stated that the 2015 Budget documents begin with the Table of Contents followed by the Financial Summary, Significant Policies, Department Overviews and the Funds Budget. Mr. Reichert further discussed the layout of the budget documents.

Ms. Parchert advised that there is no property tax rate increase. Ms. Parchert added that the equalized assessed value (EAV) is estimated to decrease .33%. Ms. Parchert commented that although the EAV has went down, no decrease in property tax has been budgeted for Parks or Library just the General Fund. Ms. Parchert explained that property tax support for pension costs have increased by \$756,000.00, and property tax support for General Fund operations has decreased \$791,000.00. Ms. Parchert indicated that the budget includes an increase in refuse fees of \$2.00 per month and it incorporates a door hanger fee for \$35.00. Ms. Parchert added that the budget includes an increase to lot cleanup and yard mowing charges to a minimum of \$100.00.

Ms. Parchert commented that this is the first 12 month calendar budget. It was noted that the public hearing on the budget is scheduled for December 8<sup>th</sup> with the adoption of the budget and tax levy on December 15<sup>th</sup>. Ms. Parchert noted that health insurance costs have increased 3.8%.

Ms. Parchert advised that each department will follow the same Agenda which includes; reviewing staffing changes; reviewing budgeted projects, reviewing new or renewed contracts; reviewing changes to revenue or fee structures; reviewing changes in level of services; reviewing operational changes; reviewing new or renewed grants; and reviewing departmental projects or expenses within the CIP using Gaming or General Fund carryover funds.

### **MARTIN LUTHER KING CENTER**

Martin Luther King Center Director Dwight Ford addressed Council and presented the King Center's 2015 Budget.

Mr. Ford stated that no changes in staffing are anticipated; there is a total body count of 36 or FTE's of 18.80 with seven individuals being full-time and 29 part-time positions. Mr. Ford indicated that the King Center has no projects to be scheduled or completed

within this budget period. Mr. Ford noted that KJWW has submitted its final installment of the pledged amount of \$2,000.00 for the building expansion capital campaign. Mr. Ford advised that the contracts have been consistent; the King Center is part of the City's janitorial contract, and the King Center has a small snow removal contract.

Mr. Ford discussed revenue. Mr. Ford advised that they charge \$250.00 for three hours of general usage for the facility rental of the Ida Robinson banquet room, and \$100.00 per additional hour. Mr. Ford added that the non-profit fees include \$200.00 for the first three hours of usage and \$75.00 per each additional hour. Mr. Ford further discussed the center as it related to the many amenities that are offered. Mr. Ford advised that for CY2014, it was estimated at about \$11,000.00 with it being a nine month budget. Mr. Ford noted that to date, the total is \$12,496.00. Mr. Ford added that for CY2015, it is projected at \$13,000.00 or more for use of the facility. Mr. Ford commented that the King Center offers very competitive pricing concerning the facility.

Mr. Ford advised that there are no significant changes in the level of services that the King Center provides. Mr. Ford stated that the After School Program currently has 65 people enrolled and the goal is to reach 75. Mr. Ford stated that the goal for the Substance Abuse Prevention Program is to reach 1,000, and the goal for the Pregnancy Prevention Program is set at 200. Mr. Ford also commented on the Metropolitan Youth Group, Striders Track Team and the Rock Island Boxing Club. Mr. Ford further discussed these programs.

Mr. Ford pointed out that this is the second year for the Gateway Experience Youth Summer Employment Initiative, which is an initiative where area businesses are recruited to offer employment opportunities to high school youth. Mr. Ford offered that a new initiative will be the Martin Luther King Jr. Leadership Institute. Mr. Ford indicated that this new initiative is under the direction of the Martin Luther King Jr. Community Center and in partnership with Rock Island/Milan School District #41. Mr. Ford offered that the goal is to work with populations that have had trouble with graduation rates or expulsion rates and promote principles of peace, academic success and personal growth. Mr. Ford further discussed this new initiative.

Mr. Ford stated that there are no changes in the operational structure. Mr. Ford discussed grants. Mr. Ford advised that due to the changes in the Community Development Block Grant, none of CDBG will cover administrative costs. Mr. Ford added that the King Center does receive \$128,568.00 of CDBG funding that is already approved and it will facilitate the programming that has already been authorized between the City and the relationship with HUD.

Mr. Ford indicated that the King Center received the final installment of \$20,000.00 from the Amy Helpenstell Foundation Grant, which is a three year grant that helps to support the after-school and summer day camp sessions. Mr. Ford noted that the King Center has been invited to resubmit this grant application for the upcoming grant cycle. Mr. Ford indicated that the King Center also received funding for two years (\$15,000.00 first year) from the Amy Helpenstell Foundation in support of the Metropolitan Youth Program. It

was noted that the King Center received a Havlife Foundation Grant of \$7,500.00 to support the Metropolitan Youth Program. Mr. Ford advised that a grant was received from the James R. & Anita Horne Jenkins Family Foundation in the amount of \$20,000.00 to support the King Center's community outreach initiatives. Mr. Ford further discussed these grants.

Council and Mr. Ford further discussed the King Center's 2015 Budget.

## **POLICE**

Police Chief Jeff VenHuizen along with Deputy Chief Jason Foy and Lt. Tim McCloud addressed Council and presented the Police Department's 2015 Budget.

Police Chief VenHuizen advised that in regards to staffing levels, the Police Department is currently at full strength with 110 employees. The Chief added that four of those employees are currently at the Police Training Institute Academy in Champagne, IL and they will graduate in December.

Police Chief VenHuizen discussed budgeted projects for the upcoming year. The Chief stated that the first budgeted project is the replacement of the in-squad car camera system and the purchase of a larger server to accommodate high definition video. Chief VenHuizen advised that the department has budgeted \$24,000.00 out of the State Drug Fund for the purchase of three additional cameras for the 15<sup>th</sup> Avenue camera project. Council and Chief VenHuizen discussed the camera project. Chief VenHuizen indicated that Council had approved \$1,350,000.00 to upgrade the communications system from the UHF/VHF system to the 800 MHz system. The Chief added that the implementation will start with the Fire Department this year, and once they are online then the Police Department will follow pending the introduction of the new squad car fleet and the new police facility construction. The Chief added that the Police Department continues to participate in all aspects of the ongoing new police facility construction project.

Police Chief VenHuizen advised that budgeted contracts remain the same as they have been for a number of years. Chief VenHuizen stated that for CY2014, the Police Department budgeted to receive \$49,220.00 in revenue from City ordinance citations. The Chief added that to date, the Police Department has collected \$63,965.00 in revenue, which is a 29% increase. Chief VenHuizen further discussed this item. Chief VenHuizen indicated that the Illinois Police Officer Training Grant, which had previously reimbursed the department for a portion of the expenses associated with the academy training of new officers has changed its funding procedures. The Chief commented that now, the majority of the fees for the police academy are paid directly to the training facility from the Illinois Law Enforcement Training and Standards Board. Police Chief VenHuizen commented that the Police Department is only reimbursed for the travel costs of one trip to and from the academy.

Lt. Tim McCloud discussed the Non-Criminal Justice ORI for background checks. Lt. McCloud stated that the department is in the initial phases of looking at expanding the

capabilities for fingerprinting and background checks. Lt. McCloud explained that the current ORI license allows the Police Department to conduct criminal histories for criminal justice purposes only. Lt. McCloud added that the department is not allowed to do it for employment purposes or background checks; an additional license would be needed. Lt. McCloud added that once that is in place, there are a number of applications this could be used for. Council and Lt. McCloud further discussed this item.

Police Chief VenHuizen discussed level of services. Chief VenHuizen stated that due to the Police Department not being at full staff because of some light duty injuries and four officers at the academy, the Downtown Police Unit and the Crime Suppression Unit are currently not operating at full strength. The Chief added that once the officers have returned from the academy training, the department will return to its previous level of service. Chief VenHuizen advised that in the area of operational changes, the Police Department is looking at having the ability to investigate computer based crimes. Chief VenHuizen indicated that the Attorney General's Office (Internet Crimes Against Children Program) was contacted and they will fully fund one equipment station for computer forensics. Chief VenHuizen stated that this will allow the Police Department to conduct computer forensics instead of relying on other area police departments. Chief VenHuizen further discussed this item.

Police Chief VenHuizen advised that there are no significant changes in the grants. The Chief stated that the Byrne Justice Assistance Grant (JAG) Program is through the U.S. Department of Justice and it is a joint grant with the Moline Police Department and the Rock Island County Sheriff's Department. The Chief added that the grant is based off of crime statistics and has decreased steadily over the past couple of years. The Chief commented that there was a decrease from \$25,900.00 last year to \$21,000.00 this year.

Council and Chief VenHuizen further discussed the Police Department's 2015 Budget.

## **COMMUNITY ECONOMIC DEVELOPMENT**

Community and Economic Development Director Jeff Eder accompanied by Budget and Grants Manager Dena Grunewald addressed Council and presented the CED Department's 2015 Budget.

Mr. Eder advised that there are no proposed staffing changes anticipated for the year; there are 20 full-time individuals and one intern over the last two years. Mr. Eder stated that there is only one new major budgeted project and that is revisions to the Zoning Code. Mr. Eder added that zoning is one of the implementation tools to the comprehensive plan. Mr. Eder further discussed this item. Mr. Eder advised that Watchtower Plaza continues to be redeveloped. Mr. Eder noted that Hill & Valley is on task to relocate to Columbia Park and their building is progressing rather nicely. Mr. Eder further discussed this item. Mr. Eder stated that he is very pleased with Blackhawk Commons; it is a great success. Mr. Eder commented that the intersection of Blackhawk Road & 11<sup>th</sup> Street is expected to be delayed for construction until the spring.

Mr. Eder advised that the Brownfields projects continue to be identified. Mr. Eder added that there is a Federal USEPA grant for cleanup in which \$260,000.00 is left in that grant. Mr. Eder added that currently, staff is working through all the issues around Country Market. Mr. Eder further discussed this item. Mr. Eder stated that the department is looking at updating the Building and Health Codes in 2015. Mr. Eder advised that there is also the coalition of healthy communities lead grant, which is a joint application. Mr. Eder added that Moline is the lead applicant. Mr. Eder further discussed this item. Mr. Eder stated that they are in the process of finalizing the CDBG policies and procedures. Mr. Eder discussed a number of closed projects, some of which included; the Comprehensive Plan, NSPI and NSP II grants and the first phase of the Quad City Botanical Center Children's Garden.

Mr. Eder discussed budgeted contracts, which included; property tax rebates; a number of development agreements, professional services for Zoning Code & Sign Code revisions, and the Downtown Planning Consultant will roll into 2015.

Mr. Eder discussed the Watchtower, Columbia Park and Jumer's TIF's as it related to revenue. Mr. Eder commented that there are no changes in the level of services that are being provided to citizens. Council, Mr. Eder and Chief Building Official Tom Ayers discussed the Rental Inspection Program.

Mr. Eder then discussed pending grant applications, which included; the Choice Neighborhood Grant, CLG grant (Historic Preservation) and Blight Reduction Program. Mr. Eder also discussed existing grants, some of which included; CDBG funding, Brownfield, DCEO grants targeting roads surrounding the new Police Station site, and the Illinois Attorney General money through GROWTH.

Mr. Eder discussed CIP budgeted projects. Mr. Eder stated that the budgeted CIP projects are the same as last year. Mr. Eder added that the only additions are the zoning and sign ordinance and the request for \$10,000.00 for Red, White and Boom. It was noted that the \$10,700.00 for the Labor Day Parade has been removed from CED's budget and put in General Administration's budget. Council and Mr. Eder discussed the budgeted CIP projects.

Council and Mr. Eder further discussed the Community and Economic Development Department's 2015 Budget.

## **LIBRARY**

Library Director Angela Campbell along with Kellie Kerns presented the Library's 2015 Budget. Ms. Campbell stated that there has been a lot of staffing changes going on in the Library.

Ms. Campbell advised that they have been working on their organizational structure with the goal of aligning the structure to carry out the Library's strategic plan and vision. Ms. Campbell added that with the resignation of the Extension Services Director, it was

decided to downgrade the Assistant Director position to become the Extension Services Director and this eliminated the Assistant Director position. Ms. Campbell indicated that with this cost savings, two people were hired to assume the new position of Public Service Coordinators for the branch libraries. Ms. Campbell offered that the Library is intending to reorganize children's and adult services to include frontline supervisors at the service points. Ms. Campbell added that a part-time page position was eliminated through attrition, and it was decided not to fill that position so that the part-time security guard position at the Main Library could be turned into a full-time position. Ms. Campbell stated that this reorganization affects the budget this year by increasing FTE's by .23, but keeps the number of employees at 44.

Next, Ms. Campbell stated that in the area of budgeted projects, they are working on the Main Library's stone restoration project. Ms. Campbell further discussed this project. Ms. Campbell indicated that the feasibility study will not be funded with capital improvement/gaming funds in CY2015 and action has been taken to move around a few line items to fund this study, which is underway. Ms. Campbell added that the study should be completed by February or March and then it would be presented to Council. Ms. Campbell discussed the Library's numerous budgeted contracts.

Ms. Campbell advised that revenue is expected to remain the same; but the grants area could change because it is not really known how the State will fund the Library from year to year. Ms. Campbell pointed out that the Friends organization voted to dissolve and all money made on book sales will now be in the general revenue line, categorized as a concession, not a grant, and it will be used for operating rather than special projects. Ms. Campbell noted that since revenue is not keeping up with expenses, some of the reserve money will be used to balance the budget.

Ms. Campbell stated that changes in the level of services to the Library's customers has been phenomenal. Various changes Ms. Campbell discussed included; Main Library restrooms updated on first and second floor; all locations had landscaping projects completed; staying open all day on Saturdays throughout the summer; implemented new Educator Cards for those working in the Rock Island/Milan School District but living elsewhere; new self-checkout at 30/31 branch; and all public computers were replaced at all three buildings.

In the area of operational changes, Ms. Campbell indicated that with the new organizational structure, the level of services is expected to increase. Ms. Campbell explained that by adding supervisors to work the public service desks, all staff will be more accountable for the services they provide. This will also free up some of the managers time to work on administrative functions and strategic plan initiatives. Ms. Campbell advised that the four grants will remain the same; they include; State Per Capita for City Library; State Per Capita for District Library; Foundation contributions; and Thurgood Marshall Learning Center Empowering Potential Partnership. Ms. Campbell added that if any types of grants relating to the strategic plan come up, the Library may apply for funding. Ms. Campbell further discussed this item. Ms. Campbell noted that in the area of CIP budgeted projects, any portions of the Main Library building

restoration project that were not covered with CY2014 money will be covered with Gaming in CY2015.

Council and Ms. Campbell further discussed the Rock Island Public Library's 2015 Budget.

## **PUBLIC WORKS**

Public Works Director Randy Tweet along with Michelle Martin presented the Public Works Department's 2015 Budget.

Mr. Tweet stated that there are five staffing changes reflected in the CY2015 Budget. Mr. Tweet advised that the Parking Enforcement Attendant position was outsourced to Per Mar Security Services for a one year contract. Mr. Tweet noted that Parking Administration was moved to the Finance Department, one open Office Assistant III position was eliminated and the Cross Connection Control Program was outsourced to BSI, Inc. Mr. Tweet stated that one Maintenance Worker I position was moved from the Municipal Services Division to the Building Maintenance Division in response to the growing need for facilities maintenance. Mr. Tweet added that the position is still required to participate in snow plowing operations. Mr. Tweet stated that two GIS Interns were moved from contract maintenance to part-time employees, which saves the markup being paid to the staffing agency. Mr. Tweet discussed some full-time positions that are still open. Mr. Tweet advised that they have reduced the number of five contract employees by outsourcing the mowing contract. Mr. Tweet further discussed this item.

Mr. Tweet discussed special projects and service contracts. The special projects and service contracts that Mr. Tweet discussed included; the addition of the Per Mar Security Services contract; Utility Patch Program, which will be contracted rather than done in-house; the addition of the mowing contract; and the addition of the Cross Connection Control Program contract.

Mr. Tweet stated that in the area of revenue, the budget will include a \$2.00 per month fee increase for refuse, which will be a \$6.00 total and will generate an increase of approximately \$336,000.00. Mr. Tweet stated that the second increase is an increase in lot cleanup and mowing minimum charges to \$100.00. Mr. Tweet noted that currently, the mowing is \$25.00 and lot cleanup is nothing. Mr. Tweet added that this is expected to be about an \$18,000.00 increase. Mr. Tweet stated that the last item will be a \$35.00 charge for water shut-off door hanger notices, which will generate an increase of approximately \$350,000.00 to the Water Fund and a \$150,000.00 increase to the General Fund. Council and Mr. Tweet thoroughly discussed these revenue changes.

Mr. Tweet stated that service levels have not changed. Next, Mr. Tweet discussed operational changes. Mr. Tweet advised that Public Works is putting a shift on in the winter. Mr. Tweet explained that 2<sup>nd</sup> and 3<sup>rd</sup> shifts from April through November were eliminated to move more manpower to the day shift. Mr. Tweet added that a 2<sup>nd</sup> and 3<sup>rd</sup> shift was added from December through March to allow for immediate responses to

emergencies such as main breaks and snow. Mr. Tweet commented that another operational change is standby. Mr. Tweet stated that from April through November, the standby crew was reduced from four people to two people and was eliminated during the weekdays from December through March due to the shift assignments. Mr. Tweet offered that at all other times, a four person crew will be on standby. Mr. Tweet added that the changes are expected to save \$19,000.00 in standby costs in the General, Water and Sewer funds. Mr. Tweet advised that the Utility Patch Program will be contracted out instead of using in-house personnel. It was noted that the in-house labor will be diverted to streets and right of way repairs, which includes mostly concrete streets and sidewalk maintenance repair. Mr. Tweet commented that the last operational change was that on-street parking enforcement was outsourced to Per Mar Security Services and the administrative side of parking was transferred to the Finance Department.

Mr. Tweet advised that the only grant that Public Works has is the annual Solid Waste Assistance Grant (SWAG) from the Rock Island County Waste Management Agency to help support the cost of solid waste services. Mr. Tweet then discussed the budgeted CIP projects. Council discussed the CIP projects as it related to the Recycle Program, Brick Street Program as well as other street projects included in the CIP.

Mr. Tweet discussed the sewer, stormwater and water utility funds. Mr. Tweet advised that no rate increases are projected in this budget for sewer, stormwater and water utility funds. Mr. Tweet stated that starting next year (2016), there is an estimated rate increase of 3.0% for sewer. Mr. Tweet commented that the stormwater utility fund is in good shape and no rate increases are proposed for the next five years. Mr. Tweet pointed out that there is a projected increase of 6.0% in the water utility fund per year beginning in 2016. Mr. Tweet offered that there will be some rate increases due to the cost to build the new filter building. Council discussed this 6.0% proposed increase. Mr. Tweet advised that a 6.0% water increase and a 3.0% sewer increase in one year is about a 4.2% overall increase. Council further discussed the proposed increases.

Council and Mr. Tweet further discussed the Public Works Department's 2015 Budget.

## **RECESS**

A motion was made by Alderman Foley and seconded by Alderman Murphy to recess to Monday, November 24, 2014 at 5:00 pm. The motion carried by the following Aye and No vote: Those voting Aye being; Alderman Hotle, Alderman Murphy, Alderman Austin, Alderman Clark, Alderman Conroy, Alderman Foley and Alderman Tollenaer; those voting No, none.

The meeting was recessed at 7:42 pm.

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Aleisha L. Patchin, City Clerk