

**CITY OF ROCK ISLAND
CITY COUNCIL MEETING – BUDGET**

**December 5, 2016
MINUTES**

The Rock Island City Council met in Budget session on Monday, December 5, 2016 at 5:00 p.m. in Council Chambers of Rock Island City Hall. Present were Mayor Dennis E. Pauley presiding, and Aldermen Virgil J. Mayberry, Stephen Tollenaer, Charles O. Austin III and Ivory D. Clark. Staff present included Interim City Manager Randall Tweet, Finance Director Stephanie Masson and Budget Coordinator Don Reichert, and City Clerk Aleisha Patchin. Other staff entered the room at various times of the evening pertinent to their presentations. Alderman Kate Hotle arrived at 5:07 p.m., Alderman Joshua Schipp arrived at 5:30 p.m., and Alderman P.J. Foley arrived at 6:13 p.m. Alderman Virgil Mayberry excused himself from the meeting at 5:14 p.m. and returned at 5:41 p.m. Alderman Stephen Tollenaer left the meeting at 7:05 p.m.

FOLLOW UP TO NOVEMBER 28th MEETING

Ms. Masson reviewed the budget timeline as completed so far and advised that for tonight's Budget review sessions, the Parks Department will present their budget first, followed by Fire, Police, Public Works, and Community and Economic Development Departments. She reported that next week at the December 12, 2016 Council meeting, the agenda will have the Public Hearing on the CY 2017 Budget, the Budget Ordinance, the Tax Levy Ordinance, and the Tax Abatement Resolutions for Council's consideration. At the December 19, 2016 Council meeting, Council will adopt the ordinances and resolutions.

PARKS AND RECREATION

Parks and Recreation Department Director John Gripp presented the Parks and Recreation Department's 2017 Budget to Council. One of the handouts he provided had detailed updates on Douglas Park and Hauberg Center.

Mr. Gripp stated the department has undergone reorganization resulting in a reduction in staff by 4.35 FTEs and a reduction in salary and benefits of over \$300,000. He added the reorganization process was accomplished through retirements, job consolidation and promotions; no staff was laid off. The department is staffed by 23 full-time employees, 48 part-time employees, and 130 seasonal Recreation and Maintenance workers. Functions are divided into four divisions: Administration, Parks, Golf, and Recreation.

Mr. Gripp reviewed the 2017 budgeted projects for the Parks Department. The fountain lights at Schwiebert Riverfront Park will be fixed and/or replaced. Mr. Gripp stated the need to replace the lights is a result of time, not vandalism. He also reported that Park Maintenance will work with the River Bend Wildlife Trust to begin property naturalization of certain areas in the following parks: Sylvan Slough, Mel McKay and another area to be determined. Mr. Gripp stated this work will result in a budget reduction in future years. Mr. Gripp said the gazebo at Lincoln Park will be refurbished including scraping and painting of the structure, some wood repair, and a new roof put on the gazebo. Mr. Gripp further reported that the cannons at Lincoln Park will be placed back in the park. The footings were completed in 2016 and the cannon/wheel work will

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be finished in 2017. Mr. Gripp said the roof will be replaced on the garage at Douglas Park where equipment to maintain the ball fields is stored. He also stated the upper shelter at Longview Park will have a complete roof replacement and board repair. Mr. Gripp reported the basketball courts at Lincoln Park and Hodge Park will be resealed, painted and new rims installed.

Mr. Gripp then reviewed new or renewed contracts for RIFAC, Parks, Golf, and Recreation.

Mr. Gripp reported on changes to revenue or fee structures. He stated that the amount of tax dollars the Parks Department receives is not going to change, but the distribution of dollars will change. Parks will be receiving additional tax dollars in 2017 as well as the community side of RIFAC that is not supported by membership fees. He also said this restructuring will not reduce or negatively impact Recreation programming. Mr. Gripp reported that effective October 1st, the RIFAC membership rates increased by 6% across the board. This will provide a projected increase of \$50,000 in revenue. He also stated that in town ball field rental, gym rental, and camp rates have increased; other programming rates were increased in 2016.

Mr. Gripp then reviewed changes in service levels. He told the Council for the first time, mowing services will be contracted for nine parks: Denkman, Haymaker, MLK, Old Horace Mann, Rauch, Realtor's, Shadybrook, Sylvan Slough, and Webber Parks. Mr. Gripp stated that this change will create the necessary time for Park Maintenance staff to complete preventative maintenance measures in all of the parks. Mr. Gripp reported that the department hosted three community meetings and several recreational round table discussions in 2016. He said the focus is to develop a consistent survey process for all facilities and programming. A priority for the Parks Department is community involvement and department transparency. Council discussed the results of the survey conducted in 2016.

Mr. Gripp reported that a lot of hard work has been accomplished with the Friends of Hauberg group including tuck pointing, exterior painting, plumbing upgrades, tree removal, window repair and general grounds work. He told Council the Friends of Hauberg group has created docent tours, a website, and a great deal of marketing for the facility. He also stated that due to the Friends' efforts, the level of service has increased drastically at Hauberg. Mr. Gripp reported that the Friends of Douglas Park have accomplished a lot of work, including electrical and plumbing work which is underground and behind the scenes and not visible to the public as well as irrigation, turf improvement and general site improvements. He stated that the Parks Department and the Friends of Douglas Park will continue to work together to improve the overall park.

Mr. Gripp then reviewed the operational changes for the Parks Department. He discussed the department reorganization that resulted in the elimination of the Parks Superintendent position, the Superintendent of Golf Maintenance position, the Golf Services Manager position, and some seasonal staff. He said positions were consolidated and talented mid-

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level managers were promoted. The seasonal positions have been reduced due to the contracted mowing services.

Mr. Gripp reviewed new and renewed grants for the Parks Department. He stated that the Open Space Lands Acquisition & Development grant (OSLAD) is a continuation from two years ago, but it was not funded due to the budget problems in Illinois. He said paperwork is filed quarterly to keep the department eligible for the grant if it should receive funding. The OSLAD grant, when funded, will be for \$75,000 to go towards fencing at Douglas Park. Mr. Gripp reported there will be a meeting on December 15th to see if the department receives the First Tee grant to pay for \$150,000 in upgrades to the practice facility at Highland Springs Golf Course. Mr. Gripp explained that the department will repay \$50,000 of the grant back to the First Tee over five years and the upgraded practice facility will increase the junior lesson programming and benefit the daily, league, and outing customers.

Mr. Gripp reviewed CIP departmental projects and expenses using Gaming or General Fund carryover funds. He reported that \$50,000 in Gaming funds will be used to develop a playground element at Douglas Park. The intent is to install a playground, proper ground material, benches, landscaping, and playground lights. Mr. Gripp stated \$60,000 in Gaming funds will be used to move the shelter at the south end of Hodge Park to the north end by the parking lot. He said shorter ADA paths will be installed for the shelter and playground equipment will also be updated at the park. Mr. Gripp reported \$75,000 in Gaming funds will be used for energy audit upgrades for RIFAC including lighting, control panels, and system settings. Mr. Gripp expects the energy consumption upgrades will pay for themselves in 4 to 5 years.

Mr. Gripp further reported that the revenue/expenses appear to be a negative budget, but there is a depreciation charge of \$463,000 and depreciation does not affect cash. He added that if depreciation is added back in, there actually is a surplus budget of \$83,700. Mr. Gripp also reviewed measures they've taken to reach the goals for Council's Strategic Plan. He stated first was the re-organization to get the department financially healthy and more efficient; second, the Recreation business review is ongoing to provide more information on cost reduction and revenue generation; and third, community involvement. He added through the community meetings, round table discussions and surveys, they have learned the citizens really value the services of the Parks Department. They have built up a lot of community support; and this will continue to be a priority moving forward.

Council discussed the Parks Department budget as it related to reserves, staffing changes as a result of the reorganization, Hauberg Center, and the golf courses. Several Council members commended Mr. Gripp and the Parks Department for the positive image the Parks and Recreation facilities present to the public.

FIRE

Fire Chief Jeff Yerkey presented the Fire Department's 2017 Budget.

Chief Yerkey reported that current Fire Department staffing levels are 59 FTEs with 58 sworn and one civilian personnel. The chief stated he expects two retirements in January with one possible disability. He added that two additional retirements were budgeted for just in case. Council discussed the eligibility list.

Chief Yerkey reported on the department's budgeted projects: at the Central Fire Station, the ceiling in the bathrooms on the first floor will be replaced; at Station 2, the exhaust unit on the roof will be replaced; at Station 3, the plumbing fixture in the main bathroom 3 will be replaced; at Station 4, the rear garage door opener will be replaced; and at EMS, materials will be purchased to build training props, which is more cost effective than sending staff to specialized training. Council discussed with Chief Yerkey the age and condition of Central Fire Station.

Chief Yerkey detailed the budgeted contracts: continuation of the contract with Professional Billing Services for ambulance billing; service agreements for station generators, mask room compressor, extrication equipment, heart monitors, and ambulance cots; and continuation of the contract with Kenney's Pest Control for exterminator services. The Fire Department administration will be accepting bids to contract for lawn treatment services for all stations in CY 2017.

Chief Yerkey reviewed the revenue projections budgeted for CY 2017: \$3.1 million in ambulance billing; \$22,000 in Haz Mat permits; \$52,000 from the Foreign Fire Tax Fund (a special fund distributed through the Illinois Municipal League); and \$600 in Safe Kids donations.

Chief Yerkey reported that no changes in the level of service are expected in CY 2017. He further reported on operational changes expected in the department. The new pumper truck has been delivered and will be placed into service at Station 4. Chief Yerkey reviewed a new procedure for the treatment of cardiac arrest patients that was implemented in January 2016. The goal is to increase survival rates by increasing the Return of Spontaneous Circulation (ROSC) in cardiac arrest patients. This is a collaborative effort between the Fire Department and Unity Point-Trinity EMS System. The Chief stated that the ROSC rate has already increased from the single digits to 58% with an overall survival rate of 17%. Chief Yerkey emphasized that starting chest compressions as soon as cardiac arrest starts (before Fire/EMS arrives) is critical in increasing survival rates. Chief Yerkey further discussed best practices, survival rates, and the two levels of billing for service.

Chief Yerkey reviewed the regional application to FEMA that was submitted on October 20, 2016 as part of the 2016 Assistance to Firefighters Grant (AFG) to replace self-contained breathing apparatus for the Rock Island and Moline Fire Departments. The

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Chief expects the award to be made in January or February. The department will be responsible for 10% in matching funds based on population.

Chief Yerkey reported on the projects that are included in the Capital Budget for CY 2017 using Gaming funds which include the roof replacement at Station 4 and the access door. He explained that another CIP project will be when the department makes the transition to P25 digital communications; station alerting equipment that is P25-compliant will be needed to replace existing equipment.

Council further discussed with Chief Yerkey MABAS (mutual aid agreements), the number of annual fires in Rock Island, and fire truck replacements. Chief Yerkey informed Council that with older homes and synthetic materials in homes, fires are reaching flashover conditions much quicker. He also reported the department's water rescue boat is still in the water and will remain until the river ices over.

POLICE

Police Chief Jeff VenHuizen along with Deputy Chief Jason Foy addressed the Council and presented the Police Department's 2017 Budget.

Chief VenHuizen reported the total number of employees is 110 with 83 sworn and 27 civilian personnel. There is one probationary officer that is in the field training program and three recruits are scheduled to graduate the Police Academy next week.

Chief VenHuizen discussed the budgeted project of the implementation of the body worn camera program. The Chief answered questions from Council regarding the body camera program. Overall, Chief VenHuizen feels the program will be a valuable tool for the department and will show the good work of the department. He explained the system has built-in capabilities for redaction of people's faces in the video not involved in the incident. Chief VenHuizen also stated there should be no expectation of privacy when in public.

Chief VenHuizen reported the budgeted contracts and revenues remain consistent with no real changes. He further reported that with the new police station, the department's level of efficiency has improved increasing the level of service to the public. It has been completely positive for both the staff and the community, especially with the community room being available for community meetings. He said it all translates to better customer service and engagement with the public. The Chief reported that in August of 2016, he implemented a Monthly Crime Meeting. The meeting provides information to citizens on current crime trends and a member of the department usually provides information about police operations. Four monthly crime meetings were held in 2016 and Chief VenHuizen will resume them in January 2017. The meetings are also live-streamed by various media outlets. Council discussed these meetings.

Council discussed weapons discharging in the City with Chief VenHuizen.

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Chief VenHuizen reviewed operational changes within the department. To facilitate the body worn camera program, the department will be re-writing job descriptions and shifting some duties. The Chief expects to be able to manage the program in-house with one staff member solely responsible for the video.

Chief VenHuizen reported that there are no real changes with the department's grants; they are consistent as in past years.

Council discussed with Chief VenHuizen the deer mitigation program, RICOM, and overtime costs due to late bar hours in the District.

PUBLIC WORKS

Interim Public Works Director Larry Cook along with Assistant to the Public Works Director Michelle Martin presented the Public Works Department's 2017 Budget.

Mr. Cook reviewed the seven staffing changes in the 2017 budget which resulted in a reduction of 3.26 FTEs. Engineering interns will be reduced from three to two. The addition of a Waste Water Treatment Plant Operator in August is expected to save over \$50,000 per year in overtime costs at the treatment plant. The long-term vacant positions of Equipment Operator and Technical Services Assistant were eliminated. It is projected that the Public Works Director position will not be filled for 10 months (0.17 FTE). The department will not fill the Electrical Maintenance Supervisor position for seven months when Bob Payne is projected to retire at the end of May (0.42 FTE) and will not fill the Maintenance Worker I position for six months when Mike Heber is projected to retire (0.50 FTE).

Mr. Cook further reported that the Assistant City Engineer position has been vacant for two years and is under review. The requested CY 2017 budget includes \$127,469 (9,650 hours; 4.64 FTE) for contract employees. This is a \$16,801 reduction (560 hours) over CY 2016. The reduction reflects the elimination of a stormwater intern position and a 100 hour reduction in rain garden maintenance hours.

Mr. Cook discussed the department's special projects and service contracts. The majority of contracts remain the same as CY 2016 except for minor changes and those projects that were completed in CY 2016. He reported the larger changes as follows: \$85,000 for the purchase of mini-excavator due to increase in rental costs making it more cost effective to buy rather than rent; the in-house Asphalt Street Recycling Program was increased in 2016, but will be cut in 2017; an increase in ROW service contract of \$8,000 to repair retaining walls in the ROW throughout the city; an increase in service contracts of \$28,670 to support the new, larger police station; an increase in tipping fees for refuse (\$20,250) and yard waste (\$8,350) due to the scheduled annual increase; an increase of \$46,980 in recycling fees due to the new contract (the per month customer charge went from \$2.51 to \$3.90); additional work at the raw water pumping station: wetwell access hatch replacement (\$19,500), intake line inspection (\$25,000), and PLC (Programmable

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Logic Control) system upgrade installation (\$10,000); additional Lead/Copper and Cryptosporidium testing (\$10,000); increased pump rental (\$6,100) for repairs at the waste water treatment plants; and an increase of \$63,500 in the Catch Basin Repair Program. Interim City Manager Randall Tweet clarified that the in-place recycling program was reduced and the budget cut; he also reported that there were extra MFT funds this year, but they will not be available next year.

Mr. Cook then reviewed the revenue changes for the CY 2017 budget, which includes four rate increases: a 5% increase in water rates; a 3% increase in the sanitary sewer rates; an increase in the monthly refuse fee from \$8.00 to \$10.00; an increase in the monthly curbside recycling fee from \$2.50 to \$3.90 (increased on November 1, 2016); and an increase in the monthly curbside recycling fee from \$3.90 to \$4.02 on August 1, 2017.

Mr. Cook reported operational service levels did change with the reduction of one (long-term vacant) Equipment Operator. He further discussed the in-house labor resources available for wintertime emergency response: three (3) Maintenance Crew Leaders, nine (9) Equipment Operators, four (4) Maintenance Worker 2s, one (1) Marina Yard Worker, and thirteen (13) Maintenance Worker 1s, totaling 30 employees. Four employees are reserved for utility emergencies and there is an average of four (4) employees unavailable for work, leaving an average number of 22 employees available for snow removal. Mr. Cook explained that a major snow storm requires the assignment of 20 employees for snow removal operations (10 per shift on revolving 12-hour shifts) and additionally, there are at least six (6) back-up snowplow drivers typically available from other Public Works Divisions.

Mr. Cook reported there are no other expected operational changes in the CY 2017 budget. He further reported that the only grant is the Solid Waste Assistance Grant (SWAG) from the RI County Waste Management Agency in the amount of \$29,264 to fund a portion of the cost of solid waste services. It is an annual grant as long as RICWMA has funds for the program. Mr. Cook presented an attached worksheet with the Capital Improvement Projects. He also presented spreadsheets with five year projections for utility funds.

Council further discussed with Mr. Cook the increase in fees for curbside recycling, the drainage assistance program, the marina and the hydroelectric plant. Mr. Cook reported that marina boaters are happy with no rate increase and no improvements. It was suggested by Alderman Hotle to have a study session on the hydroelectric plant with more detailed specifics on the investment and the results.

COMMUNITY ECONOMIC DEVELOPMENT

Community and Economic Development Director Chandler Poole and Budget and Grants Manager Colleen Small-Vollman presented the CED Department's 2017 Budget.

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Director Poole thanked his staff for being supportive and present this evening. He is on his third day with the City.

Mr. Poole gave a budget overview and stated that the proposed full year (CY 2017) Community and Economic Development budget continues to support the City's CED mission by funding programs, projects and activities directed towards creating and retaining jobs, enhancing neighborhoods, increasing revenues, and ensuring that structures are safe for occupancy and use. He further said that CED programs, projects and activities are drawn from seventeen (17) separate funds which include: eight (8) tax increment finance funds, four (4) loan funds, two (2) grant funds, the Community and Economic Development Fund, which includes Riverboat Gaming dollars as well as Special Project expenses, the Labor Day Fund and the General Fund.

Mr. Poole reported that the CED Department has seen significant staff turnover in 2016. The number of department employees will increase to 21 full-time members due to a position being restored plus interns throughout the year. The restored position of Special Projects Manager was removed from CED and assigned to Administration as an Assistant to the City Manager in 2014. As of 2017, this position will be re-assigned back to CED with the original title of Special Projects Manager. It is not currently funded for CY 2017. Mr. Poole stated there are four (4) open positions which will be filled when appropriate. He further said that a re-organization of the department for greater efficiency is possible.

Mr. Poole reviewed the department's budgeted projects. There will be program updates as outlined by HUD requirements; Rock Island is an entitlement city and receives CDBG funding. He expects the demolition program to complete ten houses.

Mr. Poole noted the CED Department's budget contracts: Bridges Catering, Friendship Manor, and LRC for Columbia Park. Additionally, the department has contracts with the following consultants: Retail Consultants LLC for retail attraction, EnviroNet for environmental testing, Ancel Glink for zoning, and Storino, Ramello, & Durkin as the City's TIF consultants.

Mr. Poole told Council that revenue is not expected to change significantly. He said that a couple of the TIF districts will see slight percentage changes in the amount of TIF revenue due to recently completed projects. The increase in revenue will be used to pay existing bond debt and development agreement expenses.

Mr. Poole reported on changes in the level of services to customers/citizens; specifically, that the lead grant was not awarded in 2016 and will be applied for in 2017. There will be no lead abatement services until the grant is awarded. Colleen Small-Vollman explained the specifics of the lead grant which is applied for in partnership with Moline. Council and Ms. Small-Vollman further discussed the lead grant.

With regards to operational changes, Mr. Poole said at present, there are no operational changes planned, but the department may review how to re-adjust positions.

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Mr. Poole reviewed the department's grants. He does not expect the CDBG grant to change significantly. He reported the USEPA Brownfield Grant RLF will have its final drawdown. He stated CED staff is currently putting together an application for a new Brownfield grant through the USEPA, which would cover environmental assessments and Brownfield cleanup funds.

Mr. Poole said the CED Department provides a lot of financial support to many community groups and events as evidenced by the list of budgeted projects and organizations funded from Gaming and General Fund carryover. He emphasized that community development and community engagement are also the focus of the department. He then referred to the items that are funded in the CED contingency line item of approximately \$480,000.

Council discussed with Mr. Poole brownfield grants, LRC, demolition, cleaning up the Country Market site, Jumer's Crossing, and the open CED positions. CED staff provided more information related to these issues.

GENERAL DISCUSSION

Stephanie Masson said Finance will bring to Council next week the Budget Ordinance, the Tax Levy Ordinance, and the Tax Abatement Resolutions. There will be a public hearing on the CY 2017 budget at the December 12, 2016 Council meeting.

Council further discussed budget items, a street improvement plan, advisory referendums, educating the public about the City's pension costs, and snow shoveling of sidewalks.

RECESS

A motion was made by Alderman Hotle and seconded by Alderman Clark to recess to Monday, December 12, 2016 at 6:00 pm. The motion carried by the following Aye and No vote: Those voting Aye being; Alderman Mayberry, Alderman Foley, Alderman Hotle, Alderman Schipp, Alderman Austin, and Alderman Clark; those voting No, none.

The meeting was recessed at 7:30 p.m.

Judith H. Gilbert, Deputy City Clerk