

MINUTES
WORKING SESSION
CITY COUNCIL
401 WEST WASHINGTON STREET
EAST PEORIA, ILLINOIS

February 5, 2019

Mayor Mingus called the Working Session of the City Council of East Peoria, Illinois to order at 4:00 P.M. with the meeting having been properly noticed.

Upon the roll being called the following answered present: Mayor David W. Mingus, Commissioners Daniel S. Decker, Commissioner Gary R. Densberger, Timothy J. Jeffers, and John P. Kahl.

Absent: None.

Mayor Mingus explained that we are here for a Working Session and that no final action would take place by the City Council at the meeting. He explained that the purpose of the meeting is to have a Working Session regarding a presentation on Budget Discussions. Mayor Mingus turned the discussion over to Director of Finance/Treasurer, Jeff Becker. Director Becker gave an update of city budget process planning for the next fiscal year that included meeting with each department and making recommendations and proposals for the Mayor and City Council. Director Becker introduced and turned the discussion over to Eastport Marina Harbormaster, Ron Roberts, who presented the proposed Marina budget for the next fiscal year and presented the status of this fiscal year Marina budget. Mr. Roberts explained that the budget proposed for the next fiscal year is flat. He is expecting a slight upward trend in revenues due to Detweiler Marina closing; however, he proposed a flat budget to be conservative. There is not much change in the Marina budget from the current fiscal year.

Commissioner Densberger inquired as to whether there has been an uptick in the usage of the Marina. Mr. Roberts indicated there has been higher usage. Mr. Roberts commented on upgrades at the Marina as facilities and equipment comes to an end of life. The more upgrades to the Marina, the more it is a draw to people in using the Marina.

Mayor Mingus explained that he has received positive comments on the Marina. Mr. Roberts commented on keeping lines of communication open and good communications with employees which lets him see the issues that need to be fixed.

Commissioner Decker commented on some revenues going down and then coming back up. Mr. Roberts indicated that it averages out over several years. He explained that revenues are weather dependent. For instance, boaters came in later in the season due to weather and paid at that time which affects when those monies are counted. He explained that he looks at a three-year period to average usage and revenues.

Mayor Mingus and the City Council thanked Mr. Roberts.

Director Becker introduced and turned the discussion over to Director of Public Works, Dennis Barron, for discussion on the Public Works budget. Director Barron presented the proposed Public Works budget and the Public Works budget for the current fiscal year. He explained that there were decreases in labor figures due to the reorganization in the department. Director Barron commented on completed improvements to vehicle maintenance area. There is a \$5,000 amount from this past year that has not been spent for fleet maintenance and is for a vehicle lift that will be paid before the fiscal year end.

Director Barron presented the solid waste budget. He commented on toter sales and expenses. A large amount of toters are anticipated to go out when the toters are required for recycling in the coming fiscal year.

Commissioner Kahl inquired about efficiencies in solid waste. Director Barron explained that there are larger amounts of recycling which allows the city to get more in each recycling truck by using a compactor truck that saves money and time as the vehicles require less trips for emptying the materials.

Director Barron commented on clean-up week budget being based on only having one clean-up week for the next fiscal year. The solid waste fee is estimated to be at the budgeted amount of \$450,000. Director Barron explained that the credit card fees are greater due to increased totter sales. The second half of the truck loan and \$37,500 for the totters and lids were explained. The solid waste budget is flat overall with some line items being more or less.

Director Barron presented the proposed Street Department budget. He commented on the loan repayment for the large street project from a few years ago that is set to be paid off from Motor Fuel Tax funds. He commented on the proposed reduction of vehicles and by the proposed plan to proceed with vehicle stipends of around \$4,200 per year for each employee instead of providing city vehicles for administrative staff. Commissioner Densberger commented on the stipends and moving away from city vehicle ownership. Commissioner Decker inquired about whether insurance would cover any kind of accident and the safety of vehicles that are used. Commissioner Densberger explained that the stipend is to offset insurance costs as well. Director Barron commented on concerns about using cars to block traffic as supervisor vehicles are usually in the rear of all of the other vehicles. He explained some issues regarding safety. Commissioner Kahl asked about disclosing to insurance carrier that vehicle is used for work and suggested putting together a policy regarding insurance policies.

Director Barron commented on overtime and explained overtime costs are weather dependent. The overtime costs are an estimate and he feels that the higher amount \$90,000 is a better conservative estimate for the budget. Director Barron explained the need for the purchase of two plow trucks per year. The city needs to ensure that the city has plow trucks ready for winter weather. The average costs of a plow truck are estimated around \$180,000 per truck. Director Barron commented on plow truck #5 needing a new bed that is estimated to cost \$14,000. Commissioner Kahl commented on maintenance costs of the vehicles.

Director Barron presented the Street and Bridge budget. Overall, the department is requesting more money in Street and Bridge for salt and wages. The budget is flat but there are additional costs due to additional monies for West Washington Street repaving. Director Barron commented on the West Washington street paving from Main Street to the railroad tracks.

Director Barron presented the proposed Sewer and Water & Sewer budgets, including the sewer capital fees to pay for the sewer upgrade project. The major expenses are salaries, an administrative fee based on a portion of the GIS employee being added to the Water & Sewer budget. Director Barron commented on chlorine scrubbers being a new requirement that protects the community around which are increased costs of \$75,000 for each scrubber and the city would need nine scrubbers at the different facilities. The operating equipment line item includes purchases for a mini-excavator and automotive equipment purchases. There is \$200,000 overage in the Water Department. Commissioner Jeffers asked about moving costs in the tax levy. Director Becker indicated that costs could not be moved until the next tax levy year as the tax levy was filed in December.

Director Barron presented the sewer maintenance and sewer treatment budgets and explained that they are being split out separately in the budget. He also explained that some salaries are being moved around in the budget to accommodate those two budgets being split and includes four employees that do the sewer maintenance. This budget split will improve which foreman the employees report to and ensure that employees are not shuffled around to meet needs. Director Barron commented on the administrative fee increase for the GIS Coordinator being utilized in the department and plant maintenance costs being reduced due to new facilities and upgrades. Director Barron explained that he is proposing to replace an old truck for the electrician/programmer and a request for a truck. He explained that line items are being moved around to ensure better tracking and logic within the budget. Director Barron commented on the water/sewer bonds that were paid off in 2018. Commissioner Jeffers commented on several bonds that will be extinguished as they will be paid off soon.

Director Barron gave an overview and update of the Wastewater Project. The city is waiting on the IEPA to approve the Wastewater Project as a funded project. There was a bar screen failure that is a temporary repair that should be replaced. Photos of the failure were sent to the IEPA as these types of costs will continue if the project is not started. Director Barron explained that the department is making decisions in purchasing items that can be used in the future after the wastewater project upgrade as well.

Director Barron presented the budget on the Motor Fuel Tax fund dollars that is based on not having to pay for salt out of that fund any longer.

Commissioner Kahl inquired about salaries and the increase in the salaries in the proposed budget for next year. Director Barron commented on moving people into different categories which changed where some of the numbers were located, filling vacancies in positions that were left vacant for some time, and estimated overtime costs. Commissioner Kahl would like the salary and overtime figures as he sees an increase in salaries and overtime of 4.6%.

Commissioner Jeffers commented on cutting back on purchases and savings that were received by reducing costs in efficiencies.

Commissioner Decker on the sales tax increase and he hopes everyone looks at street maintenance as a priority for use of those sales tax increases. He commented on street issues and hopes that more monies can be spent on streets.

Director Becker commented on the overall budget giving an introduction. He presented the proposed governing body budget and legal fees increasing. An increase in the Accounts and Finances budget included an increase in health insurance costs. He commented on the IMRF fund being flat and the Fire and Police Pension funds. The Police Pension Fund has increased slightly. The Audit fund remains flat. Street Lighting has decreased due to lighting efficiency upgrades. Worker's Compensation expenses were higher than anticipated this year. Director Becker presented the Camp Street and West Washington Street TIF Funds budget including revenues and expenses. He commented on maintenance and building repairs to Bass Pro Shop concerning roof repairs. Director Becker commented on bond debt in the two TIF funds. Director Becker presented the proposed Riverboat Gaming that is estimated to go down \$200,000 and Video Gaming funds that are estimated to be up slightly.

Director Becker introduced and turned the discussion over to Director of Tourism and Special Events, Doug McCarty. Director McCarty presented the Tourism and Special Events budget. He commented on the EastSide Centre budget explained that it is a relatively flat budget from last year. Overall, the revenues are estimated to be the same on the current fiscal year revenues. Commissioner Decker inquired about the fitness center budget and that there are four months that have not been posted. Director McCarty presented the EastSide Inside Operations proposed budget. Director McCarty explained energy efficiencies that were done over the past fiscal years. EastSide Outside Operations budget was presented, including outside power costs and the backhoe loan that will go away. The expenses are slightly down over last year's expenses. Hotel-Motel taxes were presented. Revenues are up overall with rental of the EastSide Centre building going up. Director McCarty commented on reimbursements with the Chamber of Commerce. Most of all of the other line items are similar to the current fiscal year numbers. Numbers have been consistent over the last several years. Director McCarty explained that certain capital improvements with hotel-motel expenses were delayed due to the steel tariffs affecting the projects. However, the department will be looking to move forward on those projects in the future. Director McCarty commented on vehicle replacements.

Mayor Mingus asked for any comments from the audience.

John Harris of East Peoria came up to the podium. He explained that he is a foreman in the street department and explained that he is concerned along with other employees for their safety concerning the plow trucks. He asked the city council to purchase at least two plow trucks this next fiscal year. He explained that six of the plow trucks can go down at any time due to their condition. He commented on pick-up trucks needing replacement and two additional plow trucks being a band aide.

Don Norbits of East Peoria came up to the podium. He inquired about getting a staffing schedule for how the city is staffed and budgeted for each department and position. He explained that he has asked for it and not received it. He asked about maintenance at Bass Pro and asked about expenses. Commissioner Kahl explained that the City owns the Bass Pro building. Commissioner Densberger explained that there have been HVAC issues and there are roofing issues on the building that need to be addressed.

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Mayor Mingus asked for any additional comments from the audience. There was no response.

Motion by Commissioner Kahl, seconded by Commissioner Densberger; Mr. Mayor, I move you that we adjourn the meeting.

Yeas: Commissioners Decker, Densberger, Jeffers, and Kahl and Mayor Mingus.

Nays: None.

Mayor Mingus declared the motion carried and the meeting adjourned at 5:24 P.M.

/s/ Morgan R. Cadwalader

Morgan R. Cadwalader, City Clerk