

PUBLIC SERVICES COMMITTEE
MINUTES OF JUNE 23, 2015

#1 CALL TO ORDER

Chairman Nichols called the Public Services Committee meeting to order at 6:01 p.m.

Roll Call was answered by Chairman Steve Nichols, Vice Chairman Steve Foster, Aldermen Brenda Brown, Frank Hoskins, Sharon McMahon and Tom Stone. Alderman R.J. Davis was absent. A quorum was present. Alderman Davis arrived at 6:08 p.m.

Others Present were Mayor Scott Eisenhauer, Aldermen Mike O'Kane and Sherry Pickering, City Clerk Lisa Monson, City Comptroller Gayle Lewis, Corporation Counsel David Wesner, Engineering & Urban Services Director David Schnelle, Human Relations Administrator Sandra Finch, Human Resources Administrator Bill Westphal, Public Safety Director Larry Thomason, Risk Manager Kathy Courson, 5 audience members and 2 news media.

#2 APPROVAL OF MINUTES

Chairman Nichols presented the Minutes of the regular meeting of May 26, 2015. Alderman Hoskins moved to dispense with the reading and asked for approval as presented, seconded by Vice Chairman Foster. Alderman Stone stated he was present at the May 26 meeting and the Roll Call did not reflect his attendance. Clerk Monson stated she would amend the minutes to reflect his attendance. On the voice vote, all ayes, no nays; the motion so ordered to accept the amended minutes.

#3 APPROVAL OF AGENDA

Chairman Nichols presented the agenda, removing Item 13-D-1 Brownfield Assessment Report as the report was presented at the May 26 meeting. There being no further changes, Alderman McMahon moved for approval as amended, seconded by Alderman Brown. On the voice vote, all ayes, no nays; the motion so ordered.

#4 AUDIENCE COMMENTS – None

#5 CHAIRMAN'S COMMENTS – None

[Alderman Davis arrived at 6:08 p.m. before presentation of the next item and took his seat at the dais.]

#6 FINANCE – Gayle Lewis, Comptroller

Chairman Nichols presented Items A & B for a single vote. There being no objections, Alderman Hoskins moved to dispense with the readings and asked for approval of both, seconded by Alderman Stone. Those items being:

#6-A) Payroll for June 19, 2015 of \$78,126.19; and

#6-B) Schedule of Vouchers Payable, having been published, posted, and distributed, for June 23, 2015, of \$180,803.99;

Alderman Hoskins questioned the payment to Altorfer and Comptroller Lewis responded the payment was for removal, repair, and reinstallation for Caterpillar Loader and parts for backhoe and loader paid from the Sewer and Solid Waste Divisions. There being no further questions, the roll call vote being:

Ayes: Aldermen McMahon, Stone, Foster, Brown, Hoskins, Davis, Nichols

Nays: None

Motion carried 7 to 0.

#6-C) Chairman Nichols presented a resolution approving a Development Agreement with Larson Family Real Estate, LLLP providing for the redevelopment of a portion of the retail shopping center at 2917 N. Vermilion Street, in order to provide incentive based on the City's sales tax rate of 2.25% if majority of local labor is used, the incentive will be equivalent to 75% of the retail sales tax revenue generated each year for a ten year period, not to exceed \$100,000.00 in any one year and if a majority of labor is not local labor, the incentive will

be equivalent to 50% of the retail sales tax revenue generated each year for a ten year period, not to exceed \$100,000.00 in any one year. Vice Chairman Foster moved to dispense with the reading and asked for approval, seconded by Alderman Brown. Executive Director of Vermilion Advantage Vicki Haugen, handed out an informational packet which included Retail Sales Comparisons Between Year End 2013 and 2014, Retail Sales Comparisons Between First Quarter 2015 and First Quarter 2014, Traffic Count Data, and Retail Marketplace Profile in a 25 mile radius and highlighted information from each report. She noted one of the key areas in leakage is furnishings and electronics as we are experiencing 62.2% leakage in furnishings in our market. General Merchandise is up 28.1% between 2013 and 2014 and apparel is up 16.3% so that recapture back into the market has been key. Total retail sales in Danville were up 6.4% versus a 3.4% for the State due to having more choices in the market in those areas. Traffic counts taken from Fall of 2013 to Spring of 2014 from Winter to Newell showed a significant increase since the new developments have created a substantial draw recapturing traffic once lost to out of county locations. She stated Slumberland is considering acquiring the space in the Village Mall, which was formerly occupied by Sears. Director Haugen stated Developer Michael Larson, as well as local Realtor Larry Kuchefski is in attendance this evening to address questions. Director Haugen introduced Michael Larson, one of the family owners of Slumberland's developer, Larson Family Real Estate, LLLP who stated Slumberland, an almost 50 year old privately held company, believes in hiring great people and giving back to the community by donating beds and giving employees paid time off to volunteer. He stated Slumberland has 130 locations, plans to employ 12-14 full time employees, and anticipates opening by October. Discussion took place and questions were addressed from Committee by Director Haugen and Mr. Larson. It was stated the demographics indicate a lot of the furniture market is currently going to Champaign, Slumberland is a full line furniture store, and the store at the Village Mall will have an inside and outside entrance with plans to bring another tenant into the space. Mayor Eisenhauer feels the investment is greater and long term because they are acquiring the property and their long commitment is much stronger than a simple lease. There being no further discussion or questions, the roll call vote being:
Ayes: Aldermen Stone, Foster, Brown, Hoskins, Davis, McMahan, Nichols
Nays: None
Motion carried 7 to 0.

#6-D) Chairman Nichols presented a resolution updating the Safety Policy to comply with the Department of Labor and OSHA (Occupational Safety and Health Administration) standards. Alderman Brown moved to dispense with the reading and asked for approval, seconded by Alderman Hoskins. Manager Courson stated a few changes have been made to the policy such as no texting while driving and disciplinary action of safety violations. There being no further discussion or questions, the roll call vote being:
Ayes: Aldermen Foster, Brown, Hoskins, Davis, McMahan, Stone, Nichols
Nays: None
Motion carried 7 to 0.

#6-E-1) Human Resources Monthly Report – Bill Westphal, Human Resources Administrator
The Personnel Report was presented as of June 23, 2015, stating 243 fulltime and 68 part-time/seasonal employees, with no new hires, one separation, and three transfers. Applications are being accepted for Electrical & Zoning Inspector, Public Safety Secretary, Engineer, Service and Operations Manager, Assistant Corporation Counsel, and Extra Board Bus Drivers are on-going. The Building Inspector position has been filled and the individual will begin employment on July 15. Administrator Westphal stated applications for Probationary Police Officers and Probationary Firefighters will be accepted through July 31, 2015. Comptroller Lewis reported Jenny Rodman, Accounts Payable Administrator will retire June 30 and her position has been filled by Denise Ahrens so the position of Accounts Payable Clerk/ Finance Secretary will need to be filled.

#6-E-2) Risk Management Monthly Report – Kathy Courson, Risk Manager
May 2015 Statistics were presented stating Health Alliance Insurance Premiums for employees totaled \$334,236.00, for retirees \$39,037.60, and for COBRA participant \$524.00; May claims for Worker's Compensation totaled four and there were five Liability claims submitted. Manager Courson stated the language on the report for the third liability Police claim should state "city squad car struck a gate that belonged to the claimant while officer was pursuing a burglary suspect". She also stated payment has been received for the Streets department claim.

#6-E-3) Additional Items of Information

- Comptroller Lewis stated the auditors from CliftonLarsonAllen are at City Hall working on the annual audit.
- Budget binders will be passed out in July.
- Bid proposals for the new financial software were opened June 23 with a recommendation to be given at the July Public Works Committee meeting. Mayor Eisenhauer stated the new software will be beneficial to the Aldermen because it will provide more detailed reports during budget discussions.

#7 CITY CLERK'S REPORT – Lisa Monson, City Clerk

- For the period of May 27, 2015 to June 23, 2015 there were 10 FOIA Requests received and 45 various Licenses and Permits issued.
- Staff is finishing up Annual Liquor License Renewals with June 30, 2015 expiration date.
- Clerk Monson thanked Aldermen Brown, Pickering, and Randle for attending the Council Orientation last Thursday.
- Clerk Monson also thanked the Committee for approving the new sound system and stated it should be installed within the next 60 days.

#8 FIRE – Larry Thomason, Public Safety Director

The Monthly Incident Report for May 20, 2015, through June 22, 2015, was presented, stating total incidents were 277, total estimated loss in fires were \$80,230.00. During this period there were 6 building fires, 4 cooking fires, contained, 6 passenger vehicle fires, 1 rail vehicle fire, 5 brush or brush and grass mixture fires, 5 outside rubbish, trash or waste fires, 1 dumpster or other outside trash receptacle fires, 1 special outside fire and 50% of the calls were related to Rescue & Emergency Medical Service Incidents.

#9 HUMAN RELATIONS – Sandra Finch, Administrator

- Administrator Finch presented the Status Report of Complaints for period May 19, 2015, through June 15, 2015, that stated the office handled 33 complaints, which consisted of a total of 17 Police, 15 Employment, and 6 Housing complaints.
- 22nd Annual Community Day will be held Sunday, July 12, 2015 at Lincoln Park from 2:30 p.m. to 5:00 p.m.

#10 INFORMATION TECHNOLOGY – Agnel DSilva, Administrator

In Administrator DSilva's absence, Mayor Eisenhauer stated Administrator DSilva has been reviewing the technical aspects of the financial software bids and has also been working on the evaluation of different software for 9-1-1 Communications at the Public Safety Building.

#11 LEGAL – Dave Wesner, Corporation Counsel

Corporation Counsel Wesner stated he has had recent negotiations with a couple of unions that are still open and hopes to have further updates at the July 7 Council meeting. Several resumes have been received for the position of Assistant Corporation Counsel with hopes of filling the position soon.

#12 POLICE – Larry Thomason, Public Safety Director

- The Monthly Calls for Service Report for May 21, 2015, through June 19, 2015, was presented stating 3,783 total Calls for Service by Grid, with arrests of 320 adults and 28 juveniles. The largest category within the offenses was Criminal Damage/Property, Warrant/Arrest, Theft, Disorderly Conduct, Tows/ID, Equipment, Insurance, Theft followed by Domestic Battery. There were 295 Traffic Citations by Offense issued with the majority of those issued for operating uninsured motor vehicles and there were 949 actual reported offenses with activity that went to the States Attorney's office for referral.
- Two probationary police officers will be sworn in tomorrow in the City Council Chambers at 9:00 a.m. The new officers will attend the Police Training Institute (PTI) for twelve weeks beginning on June 29 and upon completion of the PTI will begin their 16 week field training.

#13 URBAN SERVICES - David Schnelle, Director

#13-A) Chairman Nichols presented a resolution designating Portions of Poland Road as a Class II Designated Truck Route, in the amount of \$171,400.00 received in TARP (Truck Access Route Program) funding to contribute towards the Poland Road Improvement from Vermilion Street to Bowman Avenue. Alderman Hoskins moved to dispense with the reading and asked for approval, seconded by Alderman Stone. Chairman Nichols questioned the definition of the Class II designation. Director Schnelle stated Class II is designated for 80,000 pound trucks and also stated it is a formality, but is necessary in order to receive the TARP funding. Alderman McMahon questioned the language pertaining to all roads without bridge postings. Director Schnelle responded it means if a bridge has weight restrictions 80,000 pound trucks would not be allowed on that part of the road. To address Vice Chairman Foster's question on the start date, Director Schnelle stated bids have not been advertised yet, but a resolution might have to be passed for IDOT funding. The consensus from Committee is to take the resolution directly to Council if needed. The potential start date would be in August or September. There being no discussion or questions, the roll call vote being:

Ayes: Aldermen Brown, Hoskins, Davis, McMahon, Stone, Foster, Nichols

Nays: None

Motion carried 7 to 0.

#13-B) Chairman Nichols presented a resolution approving the purchase of real estate, waiving the requirements of Section 30.07(A)(1) and (2) of the Code and authorizing the purchase of certain real property from Dennis Ballinger, commonly known as 718 S. Gilbert Street for a purchase price of \$18,028.00, for the purpose of replacing the sanitary sewer serving the Southview Middle School area. Alderman Hoskins moved to dispense with the reading and asked for approval, seconded by Alderman Brown. Director Schnelle stated the City has been unable to reach a compensation agreement with the property owner and the eminent domain process has begun and as part of that the City has to approve the purchase of the property for the last and best offer for the amount listed on the resolution. There has been an appraisal done anticipating this was a contested case and this amount is equal to the appraised value. Alderman McMahon questioned why the purchase is contested and Director Schnelle responded the owner would like for the City to purchase the entire property. There being no further discussion or questions, the roll call vote being:

Ayes: Aldermen Hoskins, Davis, McMahon, Stone, Foster, Brown, Nichols

Nays: None

Motion carried 7 to 0.

#13-C) Chairman Nichols presented an ordinance, waiving the requirements of Section 30.07(A) of the Code and approving the Purchase of Certain Real Estate from Steven and Evelyn Shaw at 3616 Tuttle Street, in an amount not to exceed \$900.00 from the Sanitary Sewer Fund-Infrastructure Improvement budget for Sewer Improvements, eliminating the Tuttle Street Pump Station by Constructing a New Gravity Sewer between Tuttle Street and Bayview. Alderman Stone moved to dispense with the reading and asked for approval, seconded by Alderman Brown. Director Schnelle stated he will confer with Corporation Counsel Wesner as it may be necessary to amend the ordinance to include a legal description with the entire easement and not just the additional portion the City is buying. There being no further discussion or questions, the roll call vote being:

Ayes: Aldermen Davis, McMahon, Stone, Foster, Brown, Hoskins, Nichols

Nays: None

Motion carried 7 to 0.

#13-D) Other Items of Information

- Director Schnelle stated a lot of feedback was received at the Infill Development Workshop that took place June 18 and June 19 with recommendations forthcoming in a summarized report. Mayor Eisenhauer stated the focus of the workshop was on upper story redevelopment for residential purposes and to increase night life entertainment in the downtown area. The discussion also tied in to the redevelopment of the riverfront area. Chairman Nichols attended on Thursday evening and thought the presenters did a nice job by allowing dialogue among the attendees. Mayor Eisenhauer voiced appreciation to the City staff for seeking out this opportunity as Christopher Milliken reached out to the United States Environmental Protection Agency (USEPA) and Liila Bagby did an excellent job at jumping in and facilitating the discussion.

- Director Schnelle stated staff members have met with University of Illinois staff who will be partnering with the City on the riverfront development project on design ideas, urban planning, and advertising. The City has two interns working this summer on gathering information for the riverfront project.
- Chairman Nichols questioned when the dam project will begin. Mayor Eisenhauer stated the anticipated start date is July 13, 2015 for the removal of the Ellsworth Park Dam with no timeline yet for the Danville Dam.
- Director Schnelle reported he received notice for the preconstruction meeting for the South Griffin Street Bridge Replacement project which will take place July 2 and stated structural steel has been ordered.
- Vice Chairman Foster asked if Mayor Eisenhauer could give a report from the conference he attended at Syracuse University. Mayor Eisenhauer stated a report will be given at the end of the calendar year after the youth competition is has been completed. He also stated the City has studies going back to 1975 on the development of the riverfront which will be shared with the interns working on the project.
- Alderman Hoskins asked for a Bowman Avenue project update and Director Schnelle responded the project is two months ahead of schedule and the recent rain events slowed a few things down with the project.

13-D-1) previously removed

#14 CLOSED SESSION was not needed.

#15 COMMITTEE MEMBERS' COMMENTS

- Mayor Eisenhauer voiced appreciation to Director Thomason for all of his work involved in security details for the Lil' Wayne concert taking place this evening at Studio 25 located at 128 N. Walnut Street.
- Mayor Eisenhauer congratulated Neuhoff Broadcasting news reporter Bill Pickett for receiving a first place award hosted by the Illinois Broadcasters Association for Best Radio Spot News Coverage for coverage of the Automation International fire.
- Mayor Eisenhauer announced Arts in the Park will take place June 27 and June 28 at Lincoln Park.

#16 ADJOURNMENT

There being no further business to discuss, the meeting was adjourned by Chairman Nichols at 7:10 p.m. following a motion by Alderman Hoskins and a second by Alderman Stone.



 Lisa K. Monson, City Clerk

Approved: 07/28/15
 Posted Publicly: 07/29/15

