
**PROCEEDINGS OF A SPECIAL PLANNING MEETING
OF THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS,
HELD AT PEKIN HOSPITAL CONFERENCE ROOM
ON THURSDAY, JULY 8, 2004, AT 9:00 A.M.
LYN N. HOWARD * MAYOR * PRESIDING**

PRESENT: COMMISSIONERS, MADDOX, JONES, MASSAGLIA, AND RICHMOND

ABSENT: NONE

Notice of a special planning meeting to prioritize issues of the City was posted and received by Council on July 6, 2004.

Mayor Howard called the meeting to order and all Council members were present.

Also present were City Manager Dennis Kief, Corporation Counsel Patrick Oberle, Assistant City Attorney Burt Dancey, Engineer Joe Wuellner, Fire Chief Chuck Lauss, Finance Director Bob Reis, Public Properties Director Greg Ranney, Kim Uhlig Director of Planning and Development Library Director Jeff Brooks, City Clerk Sue McMillan, Pat Pollock Personnel Director, Steve Thompson Director of T/PCCC, and *Pekin Daily Times* Reporter Sharon Woods Harris.

David Koehler Peoria Area Labor Management was the facilitator for the retreat. He began by asking each attendee to state what they wished to accomplish. He informed the group that he would use the seven-step process that is familiar in the book "Getting To Yes – Negotiating Agreement Without Giving In"

- Relationships
- Communication
- Interest
- Options
- Legitimacy
- Best alternative
- Commitment

Ground Rules were set to be open, honest, and respectful. Councilmen and Department Heads were asked to state special interest that they felt needed direction.

A list of possible Retreat Topics composed by staff and prioritized for discussion purposes was distributed. Discussion of Priority #1 - balancing the budget followed. Options were listed.

- Personnel or Service Cuts
- Sales Tax
- Hotel Tax
- Restaurant Tax
- Utility Tax
- Garbage Tax

Groups of 4 were given time to discuss and then present to the entire group by means of a spokesperson, revenue enhancements that they preferred.

Discussion continued with Priority #2 The City's "Vision" on Development. Areas of interest were listed. Staff members asked for Council direction on offering incentive packages to developers. It was the general consensus of Council that they would possibly give consideration on a case-by-case basis depending on the project, the benefits, the costs.

No action was taken by Council.



"Priorities
Retreat.DOC"



"04 City
Retreat.doc"

MEETING ADJOURNED AT 3:00 P.M.

Sue E. McMillan
City Clerk



**City of
Pekin
Office
Of The
City
Manager**

Memo

To: City Council

From: Dennis Kief, Public Works Director

111 South Capitol Street

Pekin, Illinois 61554 – 4108

309 – 477 – 2300 (Phone) 309 – 346 – 2095 (Fax)

dkief@ci.pekin.il.us

CC: City Staff

Date: May 13, 2004

Re: Possible Retreat Topics

1. What is the City's "Vision" on Development - **#2 PRIORITY**
 - a) How to Compete with East Peoria, etc.
 - b) Incentive Packages or Status Quo
 - c) Public/Private Partnerships
 - d) Redevelopment, i.e. "Big Boxes"
 - e) Unique Areas, i.e. Downtown
2. Balancing Future Budgets (i.e. Alternative Funding Sources) - **#1 PRIORITY**
 - a) Personnel or Service Cuts
 - b) Sales Tax
 - c) Hotel Motel Tax
 - d) Restaurant Tax

- e) Utility Tax
- f) Garbage Tax
- 3. Personnel - **#7 PRIORITY**
 - a) Doing More With Less
 - b) Future Staffing Needs
 - c) Performance Evaluations
- 4. Industrial Expansion - **#5 PRIORITY**
 - a) Riverway Business Park Expansion
 - b) Rosedale Area
 - c) Veteran's Drive Corridor
- 5. Riverfront Development - **#9 PRIORITY**
- 6. City Buildings - **#8 PRIORITY**
 - a) New Fire Station
 - b) City Hall Expansion
 - c) Library Remodeling/Expansion
- 7. Veteran's Drive Funding - **#4 PRIORITY**
 - a) Broadway to Interstate 474
 - b) Route 29 to Commercial
- 8. Other Public Works Projects - **#6 PRIORITY**
 - a) Lick Creek Drive Extension
 - b) El Camino Drive Extension
 - c) Airport Road Extension
 - d) Route 9 (East) Widening
 - e) Wastewater Treatment Plant expansion
 - f) Infrastructure Repairs/Upgrades/Expansion
 - g) Future Transportation Issues
- 9. Expectations of and Explanation of Role of Specific Departments- **#10 PRIORITY**
 - a) Code Enforcement

10. Water System Acquisition - **#3 PRIORITY**

11. Public versus Private in Municipal Services - **#11 PRIORITY**

12. Downtown Parking - **#12 PRIORITY**

13. _____

14. _____

15. _____

Also mentioned were:

In-House Attorney

Code Review

7 Elements

1. Relationships
2. Communications
3. Interest – What do you want?
4. Options – How do I get it?
5. Legitimacy – external standard
6. BATNA
7. Commitment

Purpose/Accomplish

- ± priorities and how to get there
- √ open communication
- ± build consensus
- ± vision/goals from Council
- = estimate 5 year & 10 year plan
- ± Council gives staff direction (and staff gives Council direction)
- ± find solutions – not just problems
- ± how to balance future budgets

0 clear understanding/respect for job responsibilities in City

± short term – 1 to 3 year goals/needs

Purpose/Accomplishments

± priorities and goals within balanced budget

± find out if agreement with Council on priorities order, - for staff direction

= Council's expectation of departments

= City's mission statement

± how to pay for it all

Ground Rules

– open – honest – candor

– respectful

– understanding we all have opinions that may differ – agree to disagree

– putting service ahead of self

– separate people from problem

– everybody participate

– listen actively

Interests

– how to maximize services without raising taxes

– how to meet the demands and expectations of public safety

– what services should we provide

– how far to go in public/private partnerships

– balancing the City budget on annual basis – not pushing it to next budget

– enforcing existing codes in timely manner (Planning – Zoning – Code Enforcement)

– what is limit of resources – breaking point

– why do we always have to do more, what services do we need to provide

– always new responsibilities added – how to get done safely

– what do elected officials expect from (Police Department – Public Safety)

– balancing demand with resources

– department heads need to inform council what problems are – need better facts

– need to take time to understand

- needs/limitations of council and staff
- needs discussion can't take place in a vacuum – need to look at total picture
- understand role of staff-council, city manager needs to be center piece
- better communication and understanding of system
- broaden tax base by attracting new business and industry
- how to compete with other communities
- move quicker on Riverfront development
- training facility in Pekin – all staff
- complete Veterans Drive – get public behind this
- specifically – what does public want? (city-council)
- investment in emergency communication network – as part of planning and zoning
- maintaining and enhancing educational and recreational aspects of community

2 to 3 issues next year

- decreasing City reliance on property tax
- maintaining and attracting staff, responsive to needs of community
- * focus on communications
- new additional revenue sources
- expansion of council from 4 to 6
- new fire house
- impact of unfunded mandates and decreased revenues
- focus groups/public
- riverfront development
- improving image of Pekin
- equity amongst department heads
- funding Veterans Drive
- riverfront development
- filling empty buildings without giving away farm
- budget – lay offs? taxes?
- economic development – incentives

Budget (Interests)

Balanced budget for next year

- B don't increase taxes (property)

- B don't increase other taxes
- A live within means
- A identify budget parameters
- B doing more with less
- A educate public
- A being good employer – being competitive
- A find new revenue streams
- A finding dollars to repay debt service
- B identify and prioritize cuts (what should city government provide?)
- A continuing quality services
- A meet expanding needs of community
- B staff lay offs
- B delivering quality services with reduced staff
- B in-house vs. contractual
- A be able to say “no”
- B how does city grow?

City's Vision on Development

Options

- develop incentive packages/program (look at different areas)
- explore state/federal funding for business park
- hire – riverfront market analysis – for feasibility
- reach out to local business consortium to finance development (have loaned expertise)
- estimate Enterprise Zone fees
- buy land for expansion
- TIF and tax abatement
- port authority

Budget (Options)

Balanced budget for next year

- *= garbage fee
- * utility tax
- *– freeze wages (management staff only)
- =* reduce employees

- charge for not using recycling
- ** restaurant tax
- ** sales tax increase
- = raising property taxes
- **** increase user fees/license fees
- ** Enterprise Zone fee
- ** expand revenue base – i.e. new business
- **— annexation
- * public education campaign
- **= reduce services
- *** charge for services – i.e. paramedic services
- *** increase fines
- *** reduce-defer capital projects
- ** reallocate existing revenues – i.e. hotel-motel tax
- hard look at existing budget

City's Vision on Development Interest

- incentive packages while maintaining level playing field
- develop/expand business park for jobs and tax base
- expand retail opportunities
- stores that customers will patronize downtown
- stop retail blight
- stabilize market (Pekin southeast)
- bring in younger people/families
- develop riverfront with gaming boat, recreation, restaurants and entertainment
- market to CAT, etc. as a quality community – with good parks, schools, lib., hospital, etc
- city needs dollars to expand Riverway Business Park
- redevelopment of Rosedale
- removal of riverfront obstructions
- continue working on downtown area
- river-rail-uniqueness
- tearing down grain buildings

Incentives

- look at East Peoria, Bloomington, etc.
- look at classifications of different areas – i.e. industrial, retail, etc.
- create starter packages