



**REGULAR COUNCIL MEETING MONDAY, FEBRUARY 22, 2016
5:30 P.M.**

	1	2
1.0 CALL TO ORDER		
2.0 PLEDGE OF ALLEGIANCE <i>Mayor John McCabe</i>		
3.0 ROLL CALL <i>Clerk to Call the Roll</i>		
4.0 APPROVAL OF AGENDA ACTION: Motion to approve the meeting agenda. VOTE REQUIRED		
5.0 APPROVAL OF MINUTES ACTION: Motion to approve minutes of the Regular Council Meeting of February 8, 2016. VOTE REQUIRED		
6.0 PUBLIC INPUT		
7.0 CONSENT AGENDA		
7.1 Receive and File Monthly Reports and Minutes: Traffic Safety Committee Minutes dated February 5, 2016; Draft Liquor Commission Minutes dated February 11, 2016; and Tourism Committee Minutes dated January 12, 2016 and February 9, 2016.		5
7.2 Receive and File Pekin Planning Commission Minutes dated February 10, 2016.		5
7.3 Pekin Planning Commission Hearings and Recommendations: a. Hearing #04-1900 - recommends approval of rezoning of certain property from R-4 (Residential District) to OS-1 (Office Service District) located at 904 N. 10 th Street and adjacent parking lot PIN 04-04-35-344-001 and PIN 04-04-35-343-009 submitted by Rodney E. McClanahan.		5
ACTION: Motion to approve all items listed on the Consent Agenda by Omnibus Vote. VOTE REQUIRED TO APPROVE CONSENT AGENDA		
8.0 COMMUNICATIONS, PETITIONS, REPORTS		
8.1 GovHR USA Proposal for Efficiency Study for the City of Pekin		

8.2 Jennifer Daly CEO Greater Peoria Economic Development Council		
8.3 Community Development Director Pamela Anderson Community Development Block Grant Program CDBG 2016 Action Plan		
8.4 2016 LedgeStone Insurance Open Disc Golf Tournament by Professional Disc Golf Association		
9.0 NEW BUSINESS		
9.1 2016 Greater Peoria Economic Development Council Investment Dues DESCRIPTION: Administrative decision to issue a check from Economic Development Fund in the amount of \$25,000.00 for the City of Pekin's collaboration with GPEDC to build economic growth through targeted business assistance and attraction, workforce development and regional marketing. VOTE REQUIRED	LAB	1
9.2 LedgeStone Insurance Open Disc Golf Tournament. DESCRIPTION: Administrative decision to issue a check from Hotel/Motel Tax Fund in the amount of \$10,000.00 to sponsor the 6 th annual tournament in the Greater Peoria Region with 2 courses of the tournament in Pekin including players check-in location, host of dinner and festival. VOTE REQUIRED	LAB	1
9.3 Downtown Tax Increment Financing Façade Program for 429 Court Street DESCRIPTION: Authorization to pay property owner Karen Walker of Muse Salon the eligible amount under the terms of the TIF façade guidelines for the amount of \$4,525.00. The application has been reviewed and recommended by the Pekin Main Street Design Committee. VOTE REQUIRED	LAB	1
9.4 Ordinance No. 1462-A344-15/16 Amending Title 8, Chapter 4, Section 1.D. of the Traffic Code of the City of Pekin 1995 Regarding No Parking Scheduled DESCRIPTION: Recommendation of the Traffic Safety Committee to restrict parking on S. 10th Street at Fall Avenue 30' north of Alley. VOTE REQUIRED	KN	2
9.5 Ordinance No. 1568-A204-15/16 – Rezoning of Certain Property DESCRIPTION: Rezoning of certain property from R-4 (Residential District) to OS-1 (Office Service District) located at 904 N. 10 th Street and adjacent parking lot PIN 04-04-35-344-001 and PIN 04-04-35-343-009 submitted by Rodney E. McClanahan 904 N. 10 th Street. VOTE REQUIRED	SN	5
10.0 ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL		

11.0 EXECUTIVE SESSION 5 ILCS 120/2 (c) 2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.		
12.0 ADJOURN NO VOTE REQUIRED		

Column 1 Key:

SN Sarah Newcomb Interim City Manager KN Kurt Nelson Fire Chief and Chair Traffic Safety Committee
LAB Leigh Ann Brown Economic Development Director

Column 2 Key:

- 1 A Prosperous Community.** To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
- 2 A Safe Community.** To protect community life and property by providing effective, principled police and fire services.
- 3 A Strong Foundation.** To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
- 4 A High Quality of Life.** To support or provide services that improve the quality of life for Pekin's residents.
- 5 An Effective Government.** To deliver effectively the services that Pekin's residents want, need, and are willing to support.

**PROCEEDINGS OF THE REGULAR MEETING
OF THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS,
HELD IN THE COUNCIL CHAMBERS OF CITY HALL
111 SOUTH CAPITOL STREET
ON MONDAY, FEBRUARY 8, 2016 AT 5:30 O'CLOCK P.M.**

JOHN H. MCCABE * MAYOR * PRESIDING

**PRESENT: COUNCIL MEMBERS, GOLDEN, DUNN, ORRICK, ABEL, RITCHASON, LUFT, AND
MCCABE**

ABSENT: NONE

The **Pledge of Allegiance** was led by Mayor McCabe.

Roll was called. All members were physically present. A quorum was declared.

AGENDA

Motion by Council Member Ritchason, seconded by Council Member Orrick that the **agenda be approved as presented**. On roll call vote all present voted Aye.

MINUTES

Motion by Council Member Ritchason, seconded by Council Member Luft that the **minutes of the Regular City Council Meeting of January 25, 2016 and the Special Council Meeting of January 28, 2016 and the Special Council Meeting of February 1, 2016 be approved as written**. On roll call vote all present voted Aye.

PUBLIC INPUT

Bob Bramham voiced concern the dollar figure in the Interim City Manager Agreement was unclear as to the salary paid to Sarah Newcomb included her Human Resources position.

Larry Wolfer spoke to Council with his concern of the salary contained in the Interim City Manager Employment Agreement.

Ann Witzig stated she did not support Court Street Improvement Project. She felt the City did not have the money to fund the project. Mrs. Witzig expressed her displeasure with the response she received from a filed Freedom of Information Request for documents pertaining to the purchase of an officer chair.

CONSENT AGENDA

Motion by Council Member Ritchason, seconded by Council Member Abel that the **CONSENT AGENDA be approved as presented**.

The following was read and presented by Mayor McCabe for consideration of the Consent Agenda items by Omnibus Vote.

7.1 Receive and File Monthly Reports and Minutes: Draft Liquor Commission Minutes dated January 28, 2016 and Tazewell County Animal Control January Report.		5
--	--	---

On roll call vote, all present voted Aye.

COMMUNICATIONS, PETITIONS, REPORTS

PRESENTATION COURT STREET IMPROVEMENTS

City Engineer Michael Guerra advised the Council that the City contracted with Hanson Engineering to gathering information and provide options available for a Council decision to maintain Court Street. Once the option was determined estimates would be given. Funding for the project could be derived from Motor Fuel Tax Fund, money left from the Veterans Drive Project and other sources over 4-5 years.

Representatives from Hanson Engineering Cindy Loos, Becca Wagner and Kurt Bialobreski presented several different options that were requested from the City to improve Court Street. The company was tasked with goals for maintaining existing traffic volumes, reducing long term maintenance cost, improve road conditions, limit ROW acquisition, and improve access and safety for all modes. The visual presentation was divided into 5 distinctive sections of Court Street from 5th Street to 8th street; 8th Street to 14th Street; 14th to Stadium Drive; Stadium to Valle Vista; and Valle Vista to Veterans Drive.

Several concerns and issues pertaining to the project were discussed:

181 power line poles and accessibility

Construction of curbs, sidewalks and ramps

14th Street to Stadium Drive – kept as 5 lanes

Installing bike lanes was Council option

Liability of reconstructing intersections without connecting accessibility of sidewalk, curbs, ramps.

Traffic light at a four way stop at Stadium Drive was recommended

Documentation that a road diet would reduce accidents

Businesses' concerns that less lanes would reduce customers

Funding not an excuse for not having compliance with transition plan over 20 years for parts of the options presented

Suggestion made to place barrels in the reduced lanes to gage the public's opinion of the road diet

Mr. Guerra told the Council there was not enough funding to fully cover all options at one time but guidance would set the direction the City would seek for future improvements. He asked that the form for choices distributed be completed for each section by each Council Member by February 15, 2016.

NEW BUSINESS

Motion by Council Member Golden, seconded by Council Member Orrick that the **ILLINOIS DEPARTMENT OF TRANSPORTATION LOCAL AGENCY RAILWAY GRADE CROSSING AMENDMENT 1 be approved.** City Engineer Michael Guerra informed the Council that the IDOT and Genesee & Wyoming Railroad agreement was approved August 2013. The amendment presented was needed because the bids for the grade crossing improvement at Broadway Road came in higher than the estimate agreed upon. Cost would be borne by the State. By signing the document the City agrees to approve the use of federal funds on City Streets. On roll call vote all present voted Aye.

Motion by Council Member Luft, seconded by Council Member Orrick that the **AGREEMENT WITH ILLINOIS CENTRAL RAILROAD COMPANY for crossing improvement VFW Road in the amount of \$478,608.00 be approved.** The City Engineer informed the Council that an agreement with the Railroad was approved by Council April 14, 2014 pending final cost for grade crossing improvements. With approval of the cost of \$478,608, the railroad would be able to install the crossing to be in compliance with the ICC order of June 30. The completed section of VFW/Veterans Drive from IL 29 to 5th Street would be opened once signals and gates were installed. Mr. Guerra addressed Council's questions and comments regarding the supervision of the construction and reporting by the Railroad. On roll call vote all present voted Aye.

Motion by Council Member Dunn, seconded by Council Member Abel that the terms of the **AGREEMENT WITH LHF COMPOST, INC. for extension of two option years, be approved.** Council was asked to approve the City's request for LHF to accept extending the agreement for two optional years with list of prices and terms of the original agreement of April 2013. Council discussed and expressed several concerns. It was noted the term of the agreement had expired the previous year and due diligence had not been completed for other providers and facilities for the disposal of yard waste.

Motion was then made by Council Member Golden, seconded by Council Member Luft that the terms of the **AGREEMENT WITH LHF COMPOST, INC. for extension of two option years be amended to one year, be approved.** On roll call vote all present voted Aye.

Mayor McCabe called for the vote on the agreement and a motion was then made by Council Member Dunn, seconded by Council Member Abel that the terms of the **AGREEMENT WITH LHF COMPOST, INC. for one additional year at the rate set forth in Section 5 in the schedule of the Agreement date April 30, 2013 for Optional Year April 1, 2016 through January 15, 2017 at \$10.43 per cubic yard of yard waste be approved.** On roll call vote all present voted Aye.

Motion by Council Member Orrick, seconded by Council Member Ritchason that **AN EFFICIENCY STUDY** be discussed. In response to Council's request, proposals were sought for scope of work and estimated hours to complete an efficiency study to evaluate operations and potentially save money as well as quotes for dollars and expenses. Pricing was received from Baker Tilly and GovHR USA.

Information from two companies was brought forth to the council. Council agreed to postpone a decision until a presentation by each organization was made to the Council. Council Member Orrick suggested waiting for the new City Manager to be able to weigh in on what was needed for the study.

Mayor McCabe said the study was something he heard over and over from Council that it needed to be done. He was dismayed that members had not taken the opportunities to contact the companies or staff on the information that was available or to make inquiries about each proposal.

ORDINANCE NO. 2738-15/16

AN ORDINANCE TO APPROVE INTERIM CITY MANAGER EMPLOYMENT AGREEMENT
Motion by Council Member Abel, seconded by Council Member Dunn that **ORDINANCE NO. 2738-15/16**

be adopted. The language in the ordinance provided for Council to approve an Interim City Manager Employment Agreement between the City of Pekin and Sarah Newcomb through July 30, 2016 or until the appointment of a City Manager was made. Discussion followed on concerns of the clarity of the salary; requirements for residency of a manager; authority of an interim manager entering in to contracts. In response to member's comment that the interim manager was a placeholder position for communications sake until a manager was hired, Attorney Dancey advised that the interim had full powers of a manager by the form of government the City of Pekin had adopted. The Council was treading on inappropriate action in the council's limit into operations of manager form of government if they amended the agreement to limit Ms. Newcomb's duties in signing contracts. Attorney Dancey advised that the salary for services rendered was clearly defined in paragraphs 2 and 5 of the agreement. Council Member Golden commented that the language in the document of following "general" rules, gave wiggle room to responsibility. He felt the Council needed to define Interim City Manager. Council Member Golden requested that language be added to the agreement that the manager not enter into any contracts without the consent of Council. Attorney Dancey voiced the opinion that the Council cannot change the manager form of government by redefining the responsibilities of an interim manager who had full powers by statutes as the manager.

Motion by Council Member Golden, seconded by Council Member Luft that the Employment Agreement **be amended** by adding verbiage to clarify the salary of \$10,416.66 included services as Interim City Manager as well as Human Resources Director salary. On roll call vote, Ayes, Golden, Orrick, Luft, Ritchason; Nays, Dunn, Abel, McCabe. Motion carried.

Motion by Council Member Golden, seconded by Council Member Luft that the word "general be stricken from the agreement. On roll call vote, Ayes, Golden, Orrick, Luft, Ritchason; Nays, Dunn, Abel, McCabe. Motion carried.

Mayor McCabe asked that the Clerk call the roll on the ordinance approving the agreement as amended. On roll call vote all present vote Aye.

ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL

Larry Wolfer addressed his concerns and comments – that the Council continued to be not fully informed by staff; had not seen bidding process was used to purchase vehicles that were funded in a bond issue; felt it wrong that the interim manager did not have to live in Pekin; questioned the Corporation Counsel's purpose and felt he looked like the manager's personal attorney.

Robert Bramham and Ann Witzig called for the dismissal of the City Attorney. Both voiced their opinion that there was no reason to take on the expense of Court Street. Mrs. Witzig spoke of her displeasure in an unanswered Freedom of Information Act request.

Interim City Manager Newcomb told the Council that staff has continued to work on the budget and would be meeting with each department in the next 2 weeks. Attorney Dancey stated that the manager had full authority to spent \$5,000 as provided in the language of the Code. Fire Chief Nelson expressed condolences from the City on the death of a retired firefighter Gary McCulley. Police Chief John Dossey announced the officers and himself would be a Dunkin Donuts for "Coffee with a Cop" on Saturday and encouraged Council and the Public to attend.

Council Member Golden pointed out a number of issues of disregard for rules by the City which he had continued to bring to council's attention: Eastside Fire Station improvement project, Wastewater Treatment Plant construction Change Orders, Sheridan Road Bridge construction, IHSA funding; gravel parking lots, County parking, lack of handicapped parking at the Speakeasy

Council Member Abel requested that the Interim Manager move forward with bids for the airing of the Council Meetings and the proper equipment for quality replays. Ms. Newcomb advised that she had directed the IT Department to submit RFP and RFQ to vendors.

Council Member Orrick again requested that barrels be placed on Court Street to simulate the traffic pattern of the options for Court Street Improvements in order to receive the public's opinions. He expressed his disappointment in the news media report on the new impoundment provisions that if you are stopped in Pekin by the police department you would lose your car. He asked to consider that revenues be placed in a restrictive fund. He noted accountability of staff needed to be brought to a higher level. He questioned the status of the Pekin Hospital Board's agreement regarding the language in the loan agreement with the City as to bank balances falling below \$10 million.

Council Member Luft commented that it was discouraging to hear of Peoria's ability to provide their Council a 3 year budget. He felt that the bar needed to be raised in staff's performance. Referring to a document submitted to the Council by Mr. Mangan, Council Member Luft asked that the back and forth of documentation, accusations, and remarks of illegal actions by council and staff needed to have a final answers and to know the truth in order for the City and public to move forward.

Mayor McCabe distributed The City Manager Qualities Exercise designed to help draft the job description and job opening announcement for Council's review.

EXECUTIVE SESSION

Motion by Council Member Golden, seconded by Council Member Ritchason, that the Council move to Executive Session at 8:58 p.m. to discuss 5 ILCS 120/2 (c) (1.) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the body and 5 ILCS 120/2 (c) 11. Litigation when the public body finds that an action is probable or imminent. On roll call vote, all present voted Aye. Council reconvened in open session.

No further business to come before the Council, motion by Council Member Abel seconded by Council Member Orrick that Council adjourn. Motion carried voice vote. Mayor McCabe adjourned the meeting in open session.

COUNCIL ADJOURNED AT 9:50 P.M.

Sue E. McMillan
City Clerk

CITY OF PEKIN TRAFFIC SAFETY COMMITTEE MINUTES
FEBRUARY 5, 2016 @ 8:30 a.m.
CITY HALL CONFERENCE ROOM

PRESENT: Kurt Nelson, Sarah Newcomb, John Dossey, Mike Guerra, Bob Shaw, Will Taylor, Dennis Zimmerman.

Also present: Leigh Ann Brown, Bill Scarcliff, Lee Ann Wrhel.

The meeting was called to order at 8:30 a.m.

Motion by Will to approve the agenda, seconded by Dennis. All in favor.

Motion by Sarah to approve the December 4, 2015 meeting minutes, seconded by Will. All in favor.

Old Business:

1. Pedestrian Crosswalks Downtown

Leigh Ann Brown presented 2 maps, phase 1 and phase 2. She also provided a sheet of pictures of suggestions for crosswalks with enhanced painting for increased visibility, especially the one where the bike trail crosses 5th Street. For phase 1 she is mainly asking for the existing crosswalks to be freshly painted. Phase 2 she would like consideration for crosswalks along the alleys between 6th and 3rd Streets. She is looking to enhance the alleyways to make them more pedestrian friendly. It was noted that any additional crosswalks that don't lead to a sidewalk would need a transition plan to address ADA compliance. For phase 1, the Street Department will be painting the existing crosswalks when the weather permits. For downtown, it will need to be done during 3rd shift hours. After the existing crosswalks are painted, this could be brought back to the committee to determine which additional ones would be feasible and to determine what would be needed for compliance. It was suggested to plan to look at this topic again at the May meeting.

2. Status – Crosswalk – Broadway Rd. at 20th St.

Mike has corresponded with Mr. Green of the Pekin Housing Authority regarding the status of this crosswalk. The FHWA (Federal Highway Association) has approved the installation of RFB (Rapid Flashing Beacon) signals at this crosswalk. Studies indicate that there is 80% compliance from motorists when this signal is in place. The cost for installation is estimated at \$10,000. Mike will be seeking proposals for the installation. The Pekin Park District has indicated that they are willing to participate in funding for this. Mike has sent them a letter, he hasn't received a response yet. There is one pole in this location that would need to be moved by Ameren. CityLink has been asked about pulling past the crosswalk to pick up passengers. There was a suggestion to have CityLink designate an actual bus stop to the east of the crosswalk. There was also a suggestion to approach Pekin High School regarding funding. This item will be back on the agenda in a couple of months for a status update.

3. Court Street Update

Mike distributed the packet that is going to be presented to City Council by Hanson Engineering at the meeting on Monday night. He is seeking council input regarding how to proceed with the Court Street improvements and will be presenting options to them at the council meeting. There are 5 sections that can be done independent of each other. He would like to get bids out by fall. When improvements are made, they lead to other upgrade requirements. When a sidewalk is touched during an improvement, the sidewalk must then meet current requirements. IDOT design requirements for sidewalks are 4-foot sidewalk and a 2-foot buffer if the sidewalk is back of curb.

New Business:

1. No Parking Request – Alley Near 1311 S. 18th Street

After discussion of this request, Will made a motion to leave this matter to enforcement. Sarah seconded the motion. All in favor. A letter will be sent to the citizen directing them to contact the police when there is an issue.

2. No Parking Request – Fall Avenue

This request came from the Solid Waste Department. When vehicles are parked on S. 10th Street in this area the trucks aren't able to make the turn to get down Fall Avenue. Bill made a motion to make a recommendation to City Council to install "No Parking" signs on both sides of S. 10th Street in the immediate area of Fall Avenue. Mike seconded the motion. All in favor. The exact location of the signs will be determined by Public Safety prior to forwarding the recommendation to City Council.

3. Committee Chairman

Mike made a motion to nominate Kurt Nelson as chairman of the committee. Sarah seconded the motion. All in favor.

Around the Table

It was noted that City Council approved the removal of the traffic signals downtown at the intersections that have become 4-way stops. Mike has quotes regarding what type of poles to use for the stop signs.

Mike reported that Pekin Insurance has contacted him about wanting a crosswalk on Allentown at the church parking lot area. He will bring this to the next meeting if necessary.

Sarah was welcomed to the committee.

Respectfully Submitted,
Lee Ann Wrhel

NEXT REGULAR MEETING MARCH 4, 2016 @ 8:30 A.M.



**SPECIAL LIQUOR COMMISSION MINUTES
THURSDAY, FEBRUARY 11, 2016 AT 4:00 P.M.
CITY HALL CONFERENCE ROOM
111 SOUTH CAPITOL STREET
PEKIN, ILLINOIS 61554**

Deputy Liquor Commissioner Rick VonRohr called the meeting to order at 4:12 p.m.

PLEDGE of ALLEGIANCE

Led by

ROLL CALL

The following members were present for roll call: Deputy Liquor Commissioner Rick VonRohr, Police Chief Dossey, Fire Chief Kurt Nelson, and Commission Member Dale Vonderheide.

Absent: Liquor Commissioner John McCabe and Commission Member Buster Hanley

Also present: Attorney Sue Bosich

APPROVAL OF AGENDA

Motion made by Fire Chief Nelson to approve the agenda for February 11, 2016, seconded by Police Chief Dossey. On roll call vote all present voted Aye. Motion carried.

APPROVAL OF LIQUOR COMMISSION MINUTES

Motion made by Police Chief Dossey to approve the January 28, 2016 liquor commission minutes, seconded by Commission Member Vonderheide. On roll call vote all present voted Aye. Motion carried.

PUBLIC INPUT/COMMENTS/QUESTIONS

None at this time

NEW BUSINESS

**KRYSTAL'S, INC. DBA KRYSTAL'S
MIKE MONSEUR
2111 COURT STREET SUITE C
PEKIN, ILLINOIS 61554**

Discussion: Attorney Bosich pointed out some items that needed changed on his liquor application. Mr. Monseur changed those specified and Paula notarized his signature.

Police Chief Dossey made a motion to approve the liquor license for Krystal's, Inc. dba Krystal's at 2111 Court Street, Suite C contingent upon the installation of the video equipment and for Deputy Liquor Commissioner VonRohr to get out there to do his walk-thru, Seconded by Fire Chief Nelson. On roll call vote all present voted Aye. Motion carried.

Attorney Bosich received a phone call regarding Begu99 Inc. dba Bina's Place. Items from their liquor application that was submitted at the January meeting was missing the lease and liquor liability insurance and a few changes on the application. Those were turned in and also application was corrected. They were just

waiting for the background check to come back from the manager. As of Tuesday, the 9th at 4:00pm it wasn't back, so they were taken off the Agenda. Pat, spokesperson for Blerim "Ben" Bekir asked the Commission if they would still hold their regular Liquor Commission meeting on Thursday, February 25th.

Liquor Commissioner McCabe entered the meeting at 4:21pm.

ANY OTHER BUSINESS

Deputy Liquor Commissioner VonRohr stated we will have our regularly scheduled liquor commission meeting on Thursday, February 25th at 4:00pm. There will be a few other things on the agenda.

Attorney Bosich stated the late 2% Food and Beverage taxes that were are late that the letters are ready to go out: of late 2% Food and Beverage tax. Late are Pekin Amvet's – 6 months in arrears; Goodfella's – 4 months in arrears; Doc's Supper Club – 3 months in arrears. Attorney Sue Bosich will write up notices to these businesses.

Ol' Dad's will be on the next Liquor Commission Agenda. They are in violation of the State liquor code for smoking inside the premises.

Deputy Liquor Commissioner VonRohr stated he is unable to make contact with Chad Ball of The High Note. His phone is not on, drove by his address and no one lives there. The upstairs window is still not fixed and that poses as a safety hazard. Fire Chief Nelson and VonRohr will go on Friday to take care of this and also pull the liquor license.

Liquor Commission Member Vonderheide made a motion to adjourn, seconded by Fire Chief Nelson.

Meeting adjourned at 4:23 P.M.

Next Regular Meeting will be Thursday, February 25, 2015 at 4:00 P.M.

Respectfully submitted, Paula Gensel, Liquor Commission Secretary



Enjoy Pekin – Tourism Committee Minutes Tuesday, January 12, City Hall – 4:00pm

Present: Leigh Ann, Mayor McCabe, Charlotte, and Emily

Absent: Lelonie and Kaci

1.0 Tourism Grant application

- 1.1 Parkside Athletics Fall Pickleball Tournament: Members present voted Aye, will notify members absent for approval of the grant in the amount of \$99.97, all responded (absent members voted at Feb 9th meeting)
- 1.2 United Way Holiday Tour of Homes: Members present voted Aye, will notify members absent for approval of the grant in the amount of \$146.87, all responded (absent members voted at Feb 9th meeting)
- 1.3 Pekin Main Street Friday Night Family Fest: Members present voted Aye, will notify members absent for approval of the grant in the amount of \$1,000, all responded (absent members voted at Feb 9th meeting)

2.0 Tourism activities

- 2.1 Wind Symphony: Next meeting will be held on January 19th. They are proposing a July 16th, 2016 date. \$25 thousand to have them here 3 days. Will contact community leaders to see if there is an interest in creating a steering committee to organize and host the symphony along with Dist. 303 and Dist. 108 for the art and music community/student opportunities.
- 2.2 Diversity committee and events, Jan 12 meeting cancelled. Next meeting will be January 27th at C.J.'s at 7:30am.
 - 2.2.1 Diversity Festival, Sat May 14th Downtown Pekin
- 2.3 Pekin Community Tourism Forum update
 - 2.3.1 Next meeting Thursday February 4th : Meeting place to be announced.
- 2.4 Pekin Park District events: Peoria Area Frisbee Club will be having a Disc Golf Tournament in April and August; April will have 200 attendee's and be a two-day event; August will have 400 attendee's and be a three-day event.

3.0 Advertisements/Public Relations

- 3.1 Downtown Art – mural project – We would need to add to our City Code pertaining to Mural Ordinance. Ron Sieh will hold an informal discussion on this at the Pekin Planning Commission meeting on January 13th. Once approved for recommendation from Planning Commission it would then go before City Council to approve. A follow-up proposal to City Council to issue \$2,500 out of our Tourism (hotel/motel tax) funds to support launching the project in Pekin. We have 5 business owners interested to hang the murals on the side of their buildings. We could organize festivals and other art activities to help and boost 1st Fridays.
- 3.2 PCHS Sports program ad: Approved ad for the Spring, Summer, program that was budgeted in hotel/motel fund.
- 3.3 LivePekin initiative: Greater Peoria EDC is launching a similar program. This would be just Pekin. Updated video's, share on our web site/Facebook page and print materials for employers to use during recruitment efforts and businesses to share. We could have a welcoming committee to offer information to new residents.
- 3.4 PACVB Experience Guide: Going to print soon. They revamped the City of Pekin's page; looks great.

4.0 Tourism project planning/budget

4.1 BikePekin

- 4.1.1 Multi-Use Bike Path: iTAP grant for extension: Submitted 3 letters of support and asked for \$36K. Waiting to hear if our grant application was accepted.
- 4.1.2 BikePekin Forum: Meeting on Thursday, January 14th. We have some new attendee's to bring new ideas to the meetings.
- 4.1.3 Bike Racks & Pedestrian crossings: Existing Pedestrian Crossings downtown need painted and add stripes in-between (ladder design) will be discussed at Traffic Safety. Consider alleyways downtown and improve the crossings there as many downtown businesses use their entrance in the alley. Bike Forum group giving input on bike rack locations and pricing cost.

4.2 Experience Pekin

- 4.2.1 Cultural Downtown Forum: Group of downtown merchants. Met once so far; next meeting is January 25th.
 - 4.2.1.1 First Friday: Engaging other businesses downtown to participate and have the next 3 First Friday's books with artists and entertainment

- 4.2.2 Supporting the Arts: Pekin Academy of Fine Arts: Shannon Cox and Leigh Ann Brown met last Friday with Doug Johnson, Executive Director McLean County Arts Center and Jennifer Gordon, Arts Partners Director to understand regional, State and Federal support and resource for Arts and Culture, structure of their organizations and missions. Discussed what's going on in Pekin and how to continue building the arts and culture activities along with sustainability for Pekin Academy of Fine Arts.
- 4.2.3 Avanti's Dome upcoming tournaments: Avanti's Dome calendar is booked most weekends with tournaments, many ASA tournaments. Avanti's Dome is putting together data on 2015 impacts, upcoming tournaments and events, future tournaments to bid on and enhancements to support other sports at the Dome. This information will be presented to City Council
- 4.2.4 IHSA: Dave Defrates and Don Welch with the March Madness Steering Committee shared an excellent presentation to City Council at the Monday, January 11th Council Meeting. Leigh Ann will present to Council at the next meeting as a follow-up with the sponsorship request for approval to issue IHSA a check for \$5,000 out of our Hotel/Motel Tax revenue funds.

5 Other business

- PACVB updates: Meeting next month. Kaci is out of town for work.
- Scenic Byway updates: Consultant hired to form a mission statement and strategic plan. Plan approved by the board.
- Charlotte asked what happened to the Peoria Arts Guild in Peoria. Possibly see if they are open to come here to Pekin.

Next meeting – Tuesday February 9th at 4:00, Pekin City Hall



Enjoy Pekin – Tourism Committee Minutes Tuesday February 9th, City Hall – 4:00pm

MINUTES

Review of last month's meeting grant application and meeting minutes for approval due to a few members unavailable to attend. All grants were approved. Reference meeting minutes from January 12th, 2016.

Present: Leigh Ann, Charlotte, Emily, LeLonie, Kaci, and Mayor McCabe

Review and approval of grant applications from Jan 12 meeting for final vote:

Parkside Athletics Fall Pickleball Tournament, \$99.96

United Way Holiday Tour of Homes, \$146.87

Pekin Main Street Friday Night Family Fest, \$1,000.00

(See meeting minutes of Jan 12 for further details)

1.0 Tourism Grant application

- 1.1 First Friday's Grant Application: Members voted Aye to approve the grant in the amount of \$191.35.

2.0 Tourism activities

- 2.1 LedgeStone Disc Golf Tournament: Kick off is in Pekin; 1200+ players with a purse of \$150K. Sunset Hills Golf Course, McNaughton Park, two parks in Peoria, a park in Morton and Eureka. This will be a 4-day event. There will be a presentation on the February 22nd City Council Meeting requesting sponsorship of \$10,000 from the Hotel/Motel tax revenue fund. Other communities sponsor this program.
- 2.2 Craft Soda Festival Tour – Sat June 11th with a rain date of June 12th; negotiated contract with Jay Goldberg. Will discuss more on the April Tourism meeting with Jay Goldberg attending meeting.
- 2.3 Wind Symphony: They would like to be here July 16th. Will need help to promote and get funding. We can reach out to other communities, get marketing help with the Peoria Area Convention and Visitor's Bureau. More discussion is needed. Email was sent to District 108 and 303 along with additional music and art teachers for interest in the event for youth to participate in art and music opportunities hosted by the Wind Symphony.
- 2.4 Diversity committee and events, Feb 10 meeting
 - 2.4.1 Diversity Festival, Sat May 14th; host most outside, big tents and a stage on the street
- 2.5 Pekin Community Tourism Forum update – last meeting was at Holiday Inn Express.

- 2.5.1 Next meeting Thursday, March 3rd: Derby Days will be on Mother's Day weekend. Amanda Brown with the Chamber will be taking the lead on this. Pekin Hospital Foundation 3rd Annual Clay Shoot Friday April 22 and Beer, Wine & Spirits for event on March 11, 5-8 at Pekin Country Club. Several upcoming tournaments at the Avanti's Dome and Hunting/Fishing show that has been hosted in the region will be at the Dome this year, July 23 & 24. Junior Achievement has expanded to another school in Pekin with volunteer opportunities and shared "MakeYourselfGP" website for career pathway information and guidance for parents, students and educators.
- 2.6 Pekin Park District events: Added on to the Miller Center (wood working shop) courtesy of Mr. Charlie Thomas. March to hold a Pickle ball Tournament. 50 + games scheduled for the Pekin Park District this year. Saturday, May 7th a "Run A Muc" Muddy Run for 3-16 year olds on May 7th. Concorde Inn, Holiday Inn, Pekin Paintball and the Park District to team up for "Stay N Play" packages.
- 3.0 Advertisements/Public Relations
 - 3.1 Downtown Art – mural project: On the Pekin Planning Commission meeting of February 10th to update the City Code.
 - 3.2 LivePekin initiative – Meeting Friday, February 12th at ICC South Campus for Business Directors and Human Resource Directors for recruitment opportunities.
 - 3.3 PACVB Experience Guide – ready for distribution, will begin delivery on Friday February 12.
- 4.0 Tourism project planning/budget
 - 4.1 BikePekin – Meeting in the next week or two at 5pm.
 - 4.1.1 BikePekin Forum – Family focus – cycle Pekin. Kiwanis Club will be holding a Bike Rodeo. Rotary Club of Pekin will have a Book it Program. Little Ades would be the repair station.
 - 4.1.2 Bike Racks & Pedestrian crossings: Install up to 20 bike racks, enhance and paint the crosswalks Broadway down to 2nd Street. Have a Family Ride, schedule a couple of events to go along with the ride. Have a Bike Leader, stop in to the local shops. Could have a Historical Ride, many possibilities.
 - 4.2 ExperiencePekin: Led by Shannon Cox
 - 4.2.1 Cultural Downtown Forum
 - 4.2.1.1 First Friday: Put on Facebook listing all downtown merchant participants. Have "host" families to help get citizens to come downtown. Host families would bring up to 10 guest with them.
 - 4.2.2 Supporting the Arts: Pekin Academy of Fine Arts; City Council approved supporting Pekin Academy of Fine Arts for \$5,000 from our Hotel/Motel tax revenue funds.
 - 4.2.3 Avanti's Dome upcoming tournaments: July 23rd & 24th Hunting and Fishing Show. Waiting for more information on tournaments.

5 Other business

- PACVB updates: Adding 4 bike racks (bike rental program); Rock Island Trail connect to Peoria. Bike Peoria –working with them on this program; \$9K rack of 5 bikes-bike rental programs. Sponsorships; could adjust to your needs – can paint your business color; example yellow for Caterpillar. You can put advertisements on them as well. Also working on enhancing the awareness and next steps for the newly launch canoe “water trail” that includes Pekin as a stop.
- Scenic Byway updates: Board meeting on Thursday Feb 25. Received notice for \$5,000 dues that will be included in Hotel/Motel tax revenue budget for 2016.

Next meeting – Tuesday March 8th at 4:00, Pekin City Hall

3.0 Advertisements/Public Relations

- 3.1 Downtown Art – mural project – We would need to add to our City Code pertaining to Mural Ordinance. Ron Sieh will hold an informal discussion on this at the Pekin Planning Commission meeting on January 13th. Once approved for recommendation from Planning Commission it would then go before City Council to approve. A follow-up proposal to City Council to issue \$2,500 out of our Tourism (hotel/motel tax) funds to support launching the project in Pekin. We have 5 business owners interested to hang the murals on the side of their buildings. We could organize festivals and other art activities to help and boost 1st Fridays.
- 3.2 PCHS Sports program ad: Approved ad for the Spring, Summer, program that was budgeted in hotel/motel fund.
- 3.3 LivePekin initiative: Greater Peoria EDC is launching a similar program. This would be just Pekin. Updated video's, share on our web site/Facebook page and print materials for employers to use during recruitment efforts and businesses to share. We could have a welcoming committee to offer information to new residents.
- 3.4 PACVB Experience Guide: Going to print soon. They revamped the City of Pekin's page; looks great.

4.0 Tourism project planning/budget

4.1 BikePekin

- 4.1.1 Multi-Use Bike Path: iTAP grant for extension: Submitted 3 letters of support and asked for \$36K. Waiting to hear if our grant application was accepted.
- 4.1.2 BikePekin Forum: Meeting on Thursday, January 14th. We have some new attendee's to bring new ideas to the meetings.
- 4.1.3 Bike Racks & Pedestrian crossings: Existing Pedestrian Crossings downtown need painted and add stripes in-between (ladder design) will be discussed at Traffic Safety. Consider alleyways downtown and improve the crossings there as many downtown businesses use their entrance in the alley. Bike Forum group giving input on bike rack locations and pricing cost.

4.2 Experience Pekin

- 4.2.1 Cultural Downtown Forum: Group of downtown merchants. Met once so far; next meeting is January 25th.
 - 4.2.1.1 First Friday: Engaging other businesses downtown to participate and have the next 3 First Friday's books with artists and entertainment

- 4.2.2 Supporting the Arts: Pekin Academy of Fine Arts: Met last Friday. Discussed what's going on, what we need to do, here's what we have and how we can keep this going.
- 4.2.3 Avanti's Dome upcoming tournaments: Avanti's Dome calendar is booked most weekends with tournaments, many ASA tournaments. Avanti's Dome is putting together data on 2015 impacts, upcoming tournaments and events, future tournaments to bid on and enhancements to support other sports at the Dome. This information will be presented to City Council
- 4.2.4 IHSA: Dave Defrates and Don Welch with the March Madness Steering Committee shared an excellent presentation to City Council at the Monday, January 11th Council Meeting. Leigh Ann will present to Council at the next meeting as a follow-up with the sponsorship request for approval to issue IHSA a check for \$5,000 out of our Tourism funds.

5 Other business

- PACVB updates: Meeting next month. Kaci is out of town for work.
- Scenic Byway updates: Consultant hired to form a mission statement and strategic plan. Plan approved by the board.
- Charlotte asked what happened to the Peoria Arts Guild in Peoria. Possibly see if they are open to come here to Pekin.

Next meeting – Tuesday February 9th at 4:00, Pekin City Hall

Pekin Planning Commission Meeting
Council Chambers
111 South Capitol Street, 2nd level
February 10, 2016
5:30pm

Present:

Jim Jones
Don Hild
Ron Knautz
James Ruth
Chris Deverman
Daryl Dagit

Absent:

Steve Thompson
Bill Craig

The regular meeting of the Pekin Planning Commission was called to order and a quorum was declared.

Staff present: Dave VanDyke, Iterim City Manager Sarah Newcomb and Attorney Kriegsman

MOTION by Daryl Dagit, Seconded by Jim Jones to approve the agenda as presented. On roll call vote, All present voted AYE. Motion approved.

MOTION by Daryl Dagit, Seconded by Jim Jones to approve the January 13, 2016 minutes as presented. On roll call vote, All present voted AYE. Motion approved.

City Council Action Reports

Received Department Reports Inspections & Zoning November 2015 and December 2015; Received PPC Minutes January 13, 2016; Hearing #1-04-1899 Re-zoning 1502 Sheridan Road PIN 04-04-35215-025 from B-1 to B-3 submitted by Hauter Brothers adopted Ordinance 1568-A203-15/16

Approved the following recommendations for Hearings:

Hearing #1: Amendments to the City of Pekin Zoning Code

Application #1: Rodney E. and Judith E. McClanahan re-zoning of certain property

Hearing #1 (04-1900): Rezoning of certain property located at 904 N. 10th Street adjacent parking lot, with a legal description of Lots "A" and "B" of I.B. Sherman's Subdivision of Lots 4, 5, & 6 in Block 3 of Campbell, Durley and Newhall's Addition to the City of Pekin, reference being made to the plat of said subdivision recorded in Plat Book "N" page 31, in the Records Office of Tazewell County, Illinois, situated in Tazewell County, Illinois with the following P.I.N. #04-04-35-344-001 and the North seventy-five (75) feet of Lot 1 Block 2 in Campbell, Durley and Newhall's Addition to the Original Town, now City of Pekin, Tazewell County, Illinois with the following P.I.N. #04-04-35-343-009

Open Public Hearing: 5:33pm

Ron McClanahan - owner, asks for approval to change zoning that would allow another business. Request parking on Willow and 10th.

Current neighbor Allan White requests if parking allowed on Willow and 10th that he would be required to have a privacy fence.

Greg Coffrin, potential buyer for a Marketing Company

Close Public Hearing: 5:36pm

MOTION by Daryl Dagit, Seconded by Ron Knautz to approve the Re-zoning of certain property as requested. On Roll Call Vote, All present voted AYE. Motion approved.

Application #2: Amendments to the City of Pekin Zoning Code

Hearing #1 (04-1901) Amend City of Pekin Zoning Code by adding the definition of Murals to 9-1-2 and add Murals to the City of Pekin Sign Code 9-10-8

Daryl Dagit concerned regarding non-governmental agency. Jim Jones asks what is the next step. Ron Knautz says they need to put together language. Ron will look for this in March.

Attorney Kriegsman will work with them to get the correct language needed.

Shannon Cox talks about consistency and procedures.

Hearing #2 (04-1901) Murals has been tabled.

Public input: None

No other business being done Daryl Dagit made a motion to adjourn the meeting at 5:57pm, Seconded by James Ruth.

Respectfully submitted:

Paula Gensel, Administrative Assistant



GovHR USA

Voorhees Associates GovTempsUSA

**PROPOSAL FOR AN EFFICIENCY
STUDY FOR THE CITY OF PEKIN**

December 4, 2015



ILLINOIS
Community. Opportunity. Home.

CITY OF PEKIN, ILLINOIS EFFICIENCY STUDY EVALUATION

EXECUTIVE SUMMARY

It is a pleasure for GovHR USA, LLC ("GovHR") to provide the City of Pekin with this proposal for an Efficiency Study of the city's staffing and operations. GovHR is a public sector management consulting firm specializing in executive recruitment and management consulting. All services are provided solely for public jurisdictions and not-for-profit entities. GovHR provides service to jurisdictions and agencies in a variety of contemporary issues, including management, financial, and human resources assistance. Our organization has a staff of 21 Consultants. The company was formed as Voorhees Associates in 2009; however most of our Consultants also worked together previously at The PAR Group. The PAR Group was a public sector management consulting firm in business for over 30 years.

GovHR has one of the most experienced professional staffs of any comparable public management consulting firm. The principals of our organization have over 250 years of combined municipal government experience. Our Consultants not only have significant experience working in the public sector, but are also experienced consultants with a history of helping other clients with staffing and efficiency analysis studies, such as the one being considered by the City of Pekin. The consultants assigned to this study have the time and commitment to take on this work at this time.

SCOPE & WORK PLAN SCHEDULE

In accordance with the request for addressing a technical approach for the City's objectives and requirements, this section of the proposal is organized around the purposes for the study that were identified by the request for proposal. This proposal includes the following informational sections.

- Scope of Study
- Work Plan
 - Purpose A - Identify Efficiencies and Inefficiencies in the current operations of the Administration, Fire, Police, and Public Works Departments.
 - Purpose B - Provide recommendations for increasing departmental efficiencies in a cost-effective manner.
- Project Approach
- Work Plan Schedule

Scope of Study

This proposal seeks to address what we understand is the City of Pekin's goals in undertaking this organizational review and evaluation. We believe the City seeks an assessment of the City's performance in five key areas for all of its departments, with those areas being: Service/Product Quality; Customer Satisfaction; Employee/Leadership Development; Organizational Optimization and Efficiency; and Financial Viability. Accordingly, this proposal and our work

will look to assess each of these areas, and recommend if improvements are required, and how to achieve them. GovHR proposes this outline of components to conduct an Efficiency Study to review and evaluate the current administrative and operational structures of the City Government and to assist the City in its determination of the staffing needs and desired services and service levels for City government. The study's primary aim will be to investigate, assess and recommend revisions, where necessary, to organizational components, processes and positions within the City Organization and its corresponding policies, procedures and systems.

The study team's efforts will be focused on gaining an understanding of the present organizational structure and service delivery/operational approaches of the City, comparing those findings to present day models of similar organizations, and making recommendations for revisions, enhancements and adjustments where necessary. An employee survey will be conducted to provide the City with information regarding employee time and duty information as well as satisfaction and overall perception of City operational methods. "Best" or smart practices for the operations of municipal government will be identified for consideration by the City for service delivery options in addition to performance measurement tools for municipalities. This assessment will also look at customer service satisfaction levels, how the City currently measures those levels, and how it might increase and utilize feedback from residents and other stakeholders doing business with the City.

It is anticipated that the result of this review will assist the City in developing an organizational system that will lend itself to a higher level of effective and efficient administration and management of its operations. The following are elements designed to address the goals expressed in your purpose and scope for this service delivery and organizational structure study.

Work Plan

The work plan for the components of the study as presented below is organized around the purposes for the study addressed in the request for proposal. The consulting team will initially seek input from the policy leaders and management staff in Pekin on the mission, goals and targets of the city government. It is important for the consulting team to have a good understanding of the direction that the City desires to go into the future. The remainder of the tasks outlined below will be undertaken with these policy and management directions of the City as the basis for analysis.

Purpose A. Identify Efficiencies and Inefficiencies in Current Operations - an Organization Wide Perspective

The purpose of this component is to perform an organizational inventory and service delivery assessment of the City government organization. The component is outlined below. At the conclusion of this component, the study team will prepare its preliminary findings and recommendations for City consideration.

Component 1: Organizational Inventory and Service Delivery Assessment Using Multiple Data Gathering Points

- TASK:** Review the existing organizational system via document study and interviews with key administrative staff members and administrators that will include all department heads and the City Manager.
- TASK:** Collect, review and analyze existing organizational relationships chart, position descriptions; review information and documentation for formal definitions of responsibilities and reporting relationships. Search statutes, ordinances and administrative enabling documents for position content and authorizations, etc.
- TASK:** Conduct an employee survey questionnaire to obtain time and duty information on all City positions as well as information regarding employee satisfaction and overall perception of City operational methods. The survey will also seek input from employees regarding professional development and training opportunities, leadership training and succession planning, all with an eye toward identifying opportunities for workforce development, growth and motivation.
- TASK:** Review, and collect as appropriate, departmental input, output and throughput data including results and performance measures.
- TASK:** Compare existing duties and relationships to the formalized structure, synthesize information and diagram existing organization structure and workflow.
- TASK:** Appraise the organization and systems of the City of Pekin government as a whole and of each department to determine desirable change in the allocation of functions, lines of responsibility, and interdepartmental relationships, noting (a) administrative problems, (b) adequacy of information flow, coordination, and control, and (c) demands placed on managers with respect to policy formulation and execution.
- TASK:** Recommend an organizational chart and staffing requirements based on similar organizational models according to the needs of the organization and administrative function.
- TASK:** Review departmental expenditure and revenues vis-a-vis personnel assignments, workloads and staffing deployment.
- TASK:** Review how the City currently gathers and measures customer service satisfaction levels.
- TASK:** Appraise the adequacy of staff and internal operating policies and procedures in supporting policy formulation, decision-making, and program execution.

The principal factors considered in developing an organizational re-design include:

- The composition of organizational units
- The reporting relationships among units
- The structural connections between units
- Expressed service delivery priorities and outcome targets
- Organizational information flow and control systems
- Organization-wide methods and procedures
- Organization-wide work technologies

Preliminary Report - Based on our multi-variant data gathering including interviews, observations, surveys, service delivery records and an inventory of the documents made available to the team, a report on the City's current organizational structure, service delivery systems and reporting relationships will be prepared in narrative form as findings, along with accompanying recommendations. In addition, to support the narrative, organizational workflow charting will also be prepared.

Applying service delivery goals and current management principles to the City's functions and structures, the study team will develop alternative organizational designs that seek to clarify the service goals, service roles, inter and intra-organizational relationships and responsibilities of the various administrative units, and key management and executive functions.

Purpose B. Provide Recommendations for Improving Departmental Responsiveness and Efficiency as Cost Effectively as Possible

The purpose of the next two components will be to build upon the success of the first component that defined the appropriate services and service levels for Pekin, along with the best organizational structure to help establish the most responsive, efficient and economical service delivery system for the City government operations. Based upon the findings of the first component, the departments to be reviewed in more detail will be determined by the consulting team and City officials.

Component 2: *Department Analysis and Position Inventory and Analysis - Key Administrative and Operational Staff for Selected Departments*

TASK: Based upon the outcomes of Component 1 and discussion with Pekin City officials, GovHR will review the current organization and operations of the selected departments, evaluate the same and define needs. GovHR will interview individual staff members to determine job content, performance expectations, coordination and overlap points, supervisory-subordinate relationships, etc. for each administrative position; analyze, compare, define/refine job content components of each position. Develop preliminary job definitions for key positions that surface during the analysis, including assessments of job content analysis and desired outputs, preferred and required qualifications and training expectations, and preparation of informal "position descriptions" for existing and/or future re-defined positions.

TASK: Information Technology (Optional Service) – If the City agrees, GovHR will also provide a review of the use of information technology (IT) by the City as part of the larger management study of the City government. This review will include interviews with key Pekin staff and reviews of budget, planning, and related documents. The IT review will address these questions concerning the City's IT use:

- What are the ways in which Pekin is currently using information technology?
- What are some general findings on the use of IT at Pekin?
- What IT "best practices" are used by other similar cities? How does the use of IT in Pekin compare to these best practices?
- What are the primary strengths, weaknesses, opportunities, and threats regarding the use of IT at Pekin, and what measures should Pekin take to address these issues?

Component 3: *Organizational, Administrative and Governing Body Policy and Procedures Review*

TASK: Observe, assess, inventory and review existing administrative policy-making, management, and human resource systems via interviews, observations and

documentation reviews from the City's primary policy and management officers, identify areas of improvement and revision with regard to policies and procedures with general suggestions for overall goals and objectives of the administrative policy-making system.

TASK: Inventory and review existing administrative policies and procedures contained in formal or informal rules, regulations and procedures; identify areas of improvement and revision with regard to administrative policies and procedures providing general suggestions for overall goals and objectives of administrative and policy-making approaches and procedures.

Summary Report

Component 4: *Prepare Consolidated Final Report of Findings and Recommendations*

The study team's findings will be incorporated in a multi-part narrative with supporting documentation and executive summary.

Project Approach

Process Consultation. We believe it is important to emphasize the nature of our approach and relationship with City management and staff during the course of our study. GovHR's Management Consulting Division takes pride in employing the "Process Consultation" approach developed by the noted Organizational Development scholar and consultant, Edgar Schein of M.I.T. In broad terms, Process Consultation emphasizes ongoing communication with the client during the engagement, a sharing of the diagnostic process and actively involving the client in generating and understanding remedies.

GovHR employs this approach by fostering an environment of open communication, understanding and objectivity. Our primary objective is to conduct a fair evaluation of departmental operations and effectiveness. For this reason, we believe it is imperative during the study to develop an open and mutually supportive relationship between the project staff, management and departmental staff. While it is important that we maintain our posture of independence and objectivity during the study, it is no less important that City management, the department directors and key staff be kept regularly informed of the progress and results of our inquiries. In this way, you can be confident that the study is proceeding according to plan, and more importantly, that it is accomplishing its intended objectives. Moreover, it has been our experience that this approach leads to the consideration of meaningful changes as a result of the study.

A Word about Benchmarking. Benchmarking is a common term referenced in RFPs for studies of this nature. When assessing the effectiveness of a particular organizational unit, the assessors must apply a frame of reference or "measure" to the functions being evaluated. Clients frequently ask the question "against what standards are we going to be assessed?" That is a logical question indeed, but not one that is easily answered. The reason is this: for local government organizations, standards of performance come from "within" and not from a national textbook of "performance criteria" for local government administration. While certain aspects of performance and service delivery can be measured objectively or through statistical review, other aspects are more qualitative and organizationally dependent.

The most important set of benchmarks or “standards” to be used in the study will come from the City organization itself. What are the expectations of the City Manager? Department Directors? Line Employees? Department Employees? The City Council? The Public? Or Vendors? The information we glean from our interviews and inquiries will weave an eventual fabric of expectations by which the Pekin organization will be evaluated.

Work Plan Schedule

We are prepared to begin work within four weeks of notice to proceed by the City. All work on the Purpose A - Component 1 - *Organizational Inventory and Service Delivery Assessment* will be completed and preliminary findings determined within 60 days from the date that work commences on the study. Any complications or inhibitors to meeting the target schedule will be raised with the City, with adjustment or amendments reviewed and approved jointly. The remaining Components will be initiated and completed on a time schedule that will be mutually coordinated with the City as the engagement progresses. It is expected that the rest of the study will be completed within an additional 60 days.

QUALIFICATIONS AND EXPERIENCE

The lead consultants on this engagement will be GovHR Vice President Karl Nollenberger and Senior Vice President Lee Szymborski. Mr. Nollenberger and Mr. Szymborski will be assisted by Lee McCann and Norm Malcom, also Vice Presidents of GovHR. An outside consultant, Jerry Schulz, will be utilized for his IT expertise. A full profile for each consultant can be found in the supplement presented with this proposal. A summary of each consultant’s qualifications follow:

- **Karl Nollenberger** is a Vice President of GovHR, specializing in management consulting assignments, executive search and financial evaluation. He has over forty years of experience in government, management consulting and the private sector. Dr. Nollenberger has extensive leadership and chief executive experience in city and county governments. He has served in management positions in eight local governments in five states.
- **Lee Szymborski** is a Senior Vice President with GovHR USA, working on both executive search and general management consulting assignments. He has more than 33 years of experience in local government administration. Mr. Szymborski’s experience spans both Illinois and Illinois communities. Mr. Szymborski served more than 15 years as City Administrator in Mequon, Illinois until July 2014. In Illinois, he served for 12 years as Assistant Village Manager in Buffalo Grove. In addition to his Wisconsin service in Mequon, he also worked for the City of Wauwatosa and Milwaukee County.
- **Lee McCann** specializes in general management studies and executive recruitment/search projects. He has over 36 years of active public safety experience having worked with three local law enforcement agencies. (Twenty-three of those years were as Chief of Police in Buffalo Grove and Skokie, Illinois.) In addition to service as an on-site assessment team leader for the Commission on Accreditation for Law Enforcement

agencies since 1987, he has provided consulting services to over 25 local government agencies. He served as a Vice President of the former PAR Group, and currently performs the same services for GovHR.

Norm Malcom is veteran of over 35 years in the fire service. He spent 34 years with the Village of Palatine, the last 10 as Fire Chief. Under his leadership the Village added two fire stations, increased staffing by 30%, and developed auto-aid agreements with all neighboring fire departments. He served as President of MABAS Division One and represented area Chiefs on the EMS Advisory Board. After retiring from Palatine, Norm accepted the Interim Fire Chief's position with the Village of Streamwood. He successfully completed that assignment July 1, 2011.

- Jerry Schulz is an on-call consultant with GovHR. He has 32 years of combined experience in information technology management and analysis and local government administration. Mr. Schulz has carried out a variety of consulting assignments for local governments. Most of these assignments have involved technology planning or implementation of new data systems.

Additional consultants can be added for other specific areas that are of interest to the city officials.

REFERENCES & EXAMPLES OF SIMILAR PROJECTS

A complete listing of comparable projects is shown in the supplement submitted with this proposal. The studies done for Portage, Wisconsin (2015), Wood Dale, Illinois (2014), Geneva, Illinois (2012), Warrenville, Illinois (2011), and East Point, Georgia (2004 & 2012) were very similar projects to the one that is being proposed for Pekin. They encompassed an overall operations review of the city services with an in-depth review of many of the individual departments. The Village of Huntley study was an overall management study with projections for future staffing. The staff in Huntley has consistently used this study for the last ten years to guide their organizational growth. The Central Lake County Water Agency study was a management/administrative operations study of a similar nature. A comprehensive analysis of police services for Hamtramck Michigan was done in 2007. Hamtramck is a very urban community with very limited resources and a significant crime rate. The scope of the analysis included everything one can imagine regarding a police agency. Another example of a successful project is the internal organization audit done for Lake Zurich, Illinois.

References:

City of Portage, Wisconsin – Organizational Analysis and Service Delivery Review – Shawn Murphy, City Administrator, 608/742-2176, shawn.murphy@portagewi.gov

City of Wood Dale, Illinois - Organizational Analysis and Service Delivery Review – Jeff Murmays, City Manager, 630/766-4900, jmurmays@wooddale.com

City of Geneva, Illinois – Organizational Analysis and Service Delivery Review - Mary McKittrick, City Administrator, 630/262-8495, mmckittrick@geneva.il.us

City of Warrenville, Illinois – Service Levels and Staffing – Service Delivery & Organizational Analysis Study - Jennifer McMahon, Assistant City Administrator or John Coakley, City Administrator - 630/393-9427, JCoakley@warrenville.il.us or JMcMahon@warrenville.il.us

City of East Point, Georgia - Performance Management Audit - Lance Rhodes, Councilmember, 404/234-5022, lrhodes@EastPointCity.org

Village of Huntley, Illinois - Management Staffing Study - Dave Johnson, Assistant Village Manager, 847/669-2341, djohnson@huntly.il.us

Central Lake County, Illinois Joint Action Water Agency - Staffing Study - Ed Glatfelter, Former Executive Director of Water Agency, Currently Water Conservation Program Director at Alliance For The Great Lakes - 312/939-0838, eglatfelter@greatlakes.org

City of Hamtramck, Michigan - Police Study - Donald D. Crawford, Former City Manager 989 725-0569, DonaldD.Crawford@ci.owosso.mi.us

City of Lake Zurich, Illinois – Internal Organization Audit - Bob Vitas, Former Village Administrator - BobVitas@gmail.com

Niles, IL. Comprehensive Police Management Study - George Van Geem, Village Manager 847 588-8002, gvg@vniles.com

McHenry County Conservation District Police, Comprehensive Management Study - Elizabeth Kessler, Executive Director - 815 260-7206 - EKessler@MCCDistrict.org

COST PROPOSAL

GovHR is pleased to provide our proposed costs and expenses for the Efficiency Study of the City of Pekin operations. The consulting teams are priced out based on estimated staff hours or days to complete the assignment as defined by the client organization and understood by our project director. A component for estimated reimbursable direct expenses is also included for consultant travel, lodging and associated activities. Together, these two components comprise our projected fee.

Karl Nollenberger and Lee Szymborski will serve as lead consultants to undertake this engagement. Lee McCann, Norm Malcolm and Jerry Schulz will supplement them in their fields of expertise. Documentation and report preparation will be coordinated between the consultants. The cost of the services is based on the time of our professional staff to complete the study, as well as on transportation and other expenses such as report preparation. We estimate the maximum cost of the project based on the above factors and propose a fixed fee for services and a not to exceed fee for expenses. It is expected that the City will provide background information, office space, and access to City staff and officials while our staff is conducting the project. Our normal consultant fees are \$110 an hour but in this instance, we will provide a regional discount and charge at a rate of \$100 an hour. Based on the foregoing statement of our usual practice, GovHR agrees to complete the study for a fee of \$27,000. However, in doing so, it is understood that the scope of the in-depth departmental analysis will be determined after completion of Purpose A, based on mutual agreement with Pekin City officials.

The following provides a breakdown of the costs of this component of the study. Although the total cost will not change, the cost for each component may vary based on conclusions reached by the consultants and discussion with City officials.

Purpose A - Identify the Efficiency and Inefficiencies in Current Operations - Organization Wide Perspective

Meetings with key officials and staff	35 hours	\$3,500
Collect and analyze data	45 hours	\$4,500
Prepare findings	10 hours	\$1,000

Purpose B - Improving Departmental Responsiveness and Efficiency

Interview key staff of selected departments	40 hours	\$4,000
Collect and analyze departmental data	45 hours	\$4,500
Research and compare data to comparable municipalities	20 hours	\$2,000
Information Technology review (Optional Service)	20 hours	\$2,000

**Final Report Preparation and
Presentation of Findings**

20 hours	\$2,000
----------	---------

Total Professional Fees

235 HOURS	\$23,500
------------------	-----------------

Reimbursable Expenses (telephone, copying, federal express, consultant travel, etc.) Not to exceed

\$3,500

TOTAL PROJECT COST

\$27,000

Payment terms are 50% of the Professional Fee (11,750) due upon signing of the contract; 25% (\$5,875) following completion of Purpose A/Component 1, and the balance of the Professional Fee plus Expenses due at the conclusion of the project. Invoices will be sent and are payable within thirty (30) days of receipt, after which a 2% monthly fee will be added.

CONCLUDING REMARKS

In closing, GovHR is a public sector management consulting firm devoted to assisting only public sector entities. We believe that the team assembled for conducting the proposed Efficiency Study for the City of Pekin is of the highest caliber and qualifications. GovHR appreciates your consideration of this Proposal and looks forward to the opportunity to work with the City of Pekin.

Please feel free to contact Dr. Karl Nollenberger at 847/533-0145 should you have any questions.

Respectfully submitted,



Joellen C. Earl
Co-Owner
GovHR USA, LLC

CONSULTANT BIOGRAPHIES

Karl Nollenberger, Ph.D. Vice President

Dr. Nollenberger is Vice President of GovHR USA, specializing in management consulting assignments, executive search and financial evaluation. He has over 34 years of experience in government, management consulting and private sector. He has served in management positions in eight local governments in five states.

Dr. Nollenberger has extensive leadership and chief executive experience in city and county governments. While City Manager of Muscatine, Iowa; Richfield, Minnesota; Beaumont, Texas; and Duluth, Minnesota and County Administrator of St. Louis County, Minnesota and Lake County, Illinois, he developed and implemented significant organizational changes. In addition, he implemented financial management policies and systems that stabilized the financial affairs of the communities. Dr. Nollenberger has managed organizations from 200 to 2800 employees. He also served as a Finance Director and as Assistant Finance Director in two communities in Iowa and Colorado.

Dr. Nollenberger worked as a management consultant with one of the then "big eight" accounting firms serving clients in local governments. He performed organizational studies for San Antonio, Arlington, and College Station, Texas and Bella Vista, Arkansas. He performed privatization studies for Austin and Beaumont, Texas. He has performed executive search engagements across the country. In addition, he has been responsible for or participated in financial forecasting and revenue analysis, implementation of personnel classification/compensation programs, productivity analysis and organizational restructuring, organizational effectiveness and team building, employee participation programs, labor relations/negotiations, economic development, downtown redevelopment, and capital budgeting/bond financing. Dr. Nollenberger recently revised the 4th edition text of the ICMA publication *Evaluating Financial Condition — A Handbook for Local Government*.

Dr. Nollenberger has been responsible for management in the areas of personnel, police, fire, public works, airports, transit, water & sewer, parks & recreation, planning, economic development, health, civic centers, housing, solid waste, libraries, engineering, liquor stores, finance, information systems and budget & research. He has also been responsible for management in the financial areas of accounting, revenue, purchasing, treasury, and debt management.

Dr. Nollenberger received his doctorate in Public Administration from the University of Illinois at Chicago. He has a Master's Degree in Public Administration from the University of Colorado and a Bachelor's of Business Administration degree in accounting from the University of Iowa.

Dr. Nollenberger has served as the President of the International City/County Management Association (1994-95). He is currently a Fellow of the National Academy of Public Administration (chartered by Congress). He has served in numerous other

association positions in city and county government and presented at numerous conferences. He has taught courses for five universities in their Master's programs.

Lee Szymborski
Senior Vice President

Lee Szymborski is a Senior Vice President with GovHR USA, working on both executive search and general management consulting assignments. He has more than 33 years of experience in local government administration.

Mr. Szymborski served more than 15 years as City Administrator in Mequon, Wisconsin. Mequon is a full service city with \$30 million in combined budgets, and more than 170 employees serving 23,000 residents over a 47-square mile area. Mr. Szymborski's experience spans both Wisconsin and Illinois communities. In addition to his Wisconsin service in Mequon, he also worked for the City of Wauwatosa and Milwaukee County. In Illinois, he served for 12 years as Assistant Village Manager in Buffalo Grove.

Mr. Szymborski's track record points to a results-oriented approach to municipal government management. That is demonstrated by his work including the purchase of a \$14 M private water utility that has seen its customer base increase under city ownership (Mequon); reorganizing city departments and reducing workforce costs in an organizationally sensitive manner (Mequon); spearheading a 10- community oversight committee to secure the startup of commuter rail service (Metra) on the WI Central railway (Buffalo Grove); and re-purposing TIF funds to provide incentives that secured a \$16 M mixed-use development in Mequon's Town Center. He is additionally skilled in budgeting, personnel administration, community engagement efforts and strategic planning.

Mr. Szymborski has published articles in Public Management magazine, and is an adjunct instructor at Upper Iowa University – Milwaukee Center. He holds a B.A. in Political Science, as well as an M.S. in Urban Affairs, both from the University of Wisconsin – Milwaukee.

Since joining GovHR USA in 2014, Mr. Szymborski has done organizational analyses for the Wisconsin cities of New Berlin, Portage, Oshkosh, and Wauwatosa, and strategic plans for the City of Eau Claire and the Wisconsin City Management Association. He has been part of teams conducting classification and compensation studies for several Illinois and Wisconsin communities. He has also conducted more than 20 executive searches in Illinois, Wisconsin, Massachusetts and Missouri.

Lee McCann
Vice President

Lee McCann, brings over 36 years of active public safety experience to GovHR USA. He works on executive search and general management consulting projects.

Following his honorable discharge from the United States Army, Mr. McCann began his career in local law enforcement as a patrol officer in Evergreen Park, Illinois. He rose through the ranks of that agency, attaining the highest merit position, Lieutenant, in less than ten years. In 1982 he was named Chief of Police in Buffalo Grove, Illinois and served as Chief of Police in Buffalo Grove & Skokie, Illinois for the next 23 years. While serving in Buffalo Grove, he led the police department in becoming one of the first 50 law enforcement agencies in the nation to be accredited.

Mr. McCann accepted numerous leadership roles with intergovernmental agencies during his tenure as Chief of Police. He helped found and manage the Lake County (Illinois) Major Crimes Task Force, served as Chairman of the Executive Committee of the Northwest Central Dispatch System and was President of the Northern Illinois Police Crime Laboratory. He was Secretary of the Executive Board of the Northwest Police Academy for ten years, and was also President of the Northern Illinois Police Alarm System - a mutual aid organization that provides manpower and other specialized services to member agencies during disaster and other emergency situations. During the five years he served as President of this organization, Mr. McCann oversaw a 100% growth in membership to over 80 law enforcement agencies serving a population of approximately 1,000,000 people.

Mr. McCann's consulting experience includes general police management studies, executive search & recruiting assignments, and service as on-site assessment team leader for the Commission on Accreditation for Law Enforcement Agencies. He also is a member of several professional organizations and has served on the governing boards of civic and charitable organizations such as OMNI Youth Services, United Way and as chairman of the Regional Action Planning Project, a local initiative to suppress street gang activity.

Mr. McCann is a graduate of the F.B.I. National Academy, the Illinois Law Enforcement Executive Institute, and Chicago State University.

Norman Malcolm
Vice President

Norman Malcolm came to GovHR USA following a 36 year career in the Fire Service. Norm began his career with the Village of Palatine Fire Department in 1975. He rose through the ranks from Firefighter, Paramedic, Lieutenant, Captain and Deputy Chief before being appointed Chief of the Department in 1998.

During his tenure as Chief, Norm oversaw the construction of two new fire stations and the growth of the organization by almost 50 %. Chief Malcolm also valued regional cooperation by negotiating mutual response agreements with Long Grove, Palatine Rural, Rolling Meadows and Arlington Heights Fire Departments. Agreements for sharing of reserve equipment and special team members were also accomplished.

Chief Malcolm was a member of the Northwest Community Hospital Advisory Board, Palatine Township Health Advisory Board, and Vision In Progress. He also served as President of MABAS Division One for 3 years.

After retiring from Palatine in 2009, Chief Malcolm accepted the Interim Fire Chief post in the Village of Streamwood Illinois. In his fourteen months there he implemented a new training program, a company inspection program, a successful contract negotiation, and key staff promotions. He also was involved in the recruitment process for the new Fire Chief.

In 2013 Chief Malcolm served as Interim Fire Chief for the Village of Roselle and most recently, served as Interim Chief for the West Chicago Fire Protection District.

Norm is a graduate of Northern Illinois University, with a Bachelor of Arts Degree. He has numerous training certifications including Fire Officer III and the University of Maryland Staff and Command School. Norm also has experience as a Building Inspector for the Village of Palatine. He previously worked as a teacher and coach before entering the Fire Service. Norm has been actively involved in the Palatine Rotary Club, Men's Civic Club and Catholic Charities Northwest. He also has been involved in coaching youth sports in the Palatine community.

Jerry Schulz **Vice President**

Jerry Schulz brings over 37 years of experience in information technology management and analysis and local government administration to GovHR USA. He has carried out a variety of consulting assignments for local governments. Most of these assignments have involved technology planning or implementation of new data systems.

Mr. Schulz served as Manager of Application Development for the Milwaukee Public Schools from April, 2007 through November, 2012. He oversaw development and maintenance of data applications for this large urban school district. Projects he managed included upgrading the PeopleSoft human resources system and adding abilities to automate job applications and track professional development, implementing new systems for substitute dispatch and student intervention tracking, and expanding a data warehouse system.

Mr. Schulz served for five years as Director of Information Systems for the Catholic Archdiocese of Milwaukee, Wisconsin. He developed the first strategic technology plan for the Archdiocese and led projects to replace the financial system, upgrade fund-raising systems, install a newspaper circulation system, upgrade the web site, and increase the use of broadcast electronic mail communication.

Mr. Schulz served for six years as the Manager of Information Systems for Waukesha County, Wisconsin. While at Waukesha County, Mr. Schulz led the implementation of data systems for

the Finance, Register of Deeds, Health and Human Services, and Courts areas. He also oversaw the implementation of an enterprise computer network serving all county facilities.

Prior to his tenure at Waukesha County, Mr. Schulz served as Director of Information Technology and Telecommunications for the Milwaukee Area Technical College (MATC). Mr. Schulz also served as the Information Systems Director of the Milwaukee County Department of Social Services and later also served as the Program Analysis Manager for Milwaukee County. In his role with Social Services he developed a strategic technology plan for the department and implemented a case tracking system.

Mr. Schulz is a graduate of Cornell University, majoring in Government, and holds a Master of Public Administration degree from Roosevelt University and a Master of Arts in Teaching from Northwestern University. He is the author of *Information Technology for Local Government: A Practical Guide for Managers*, published by the International City/County Management Association (ICMA) in 2001.

Mr. Schulz serves as an adjunct faculty member at the University Of Wisconsin- Milwaukee Department Of Public Administration and the Indiana University-Purdue University Indianapolis School of Public and Environmental Affairs, where he teaches courses on the use of technology in the public sector.



**CITY OF PEKIN
COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM
2016 DRAFT ACTION PLAN**

FEBRUARY 2016

Please provide all comments in writing to the attention of Pamela Anderson at panderson@ci.pekin.il.us or mail written comments to the address listed below.

City of Pekin * Development & Planning Department
111 S. Capitol St. * Pekin, IL * 61554
Phone: (309) 477-2300 * fax: (309) 346-2095
E-mail: panderson@ci.pekin.il.us



Community Development Department

February 1, 2016

Pekin Times

Re: Public notice for the 2016 Action Plan / CDBG

Please publish this once within the legal section of the Pekin Times. Please contact me if there is a problem with this request.

Thank you,

**Pamela Anderson
Community Development Director
309 / 478-5356**

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING & COMMENT PERIOD

The City of Pekin's 2016 Community Development Block Grant (CDBG) Action Plan is available for review from February 10 to March 10, 2016 in the City's Community Development Dept., 111 S. Capitol Street, Pekin. A public hearing to discuss the Action Plan will be held on February 22, 2016 at the regularly scheduled Council meeting beginning at 5:30pm in the City Council Chambers. An additional public hearing will occur on Thursday, March 10, 2016 at 5:30pm at City Hall. The City Council will vote to approve the 2016 CDBG Action Plan at its regular 5:30 P.M. meeting held on March 14, 2016. If you have any questions or require assistance, please contact Pamela Anderson, Community Development at (309) 477-2300 ext. 5356.

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The purpose of the City of Pekin's 2016 Action Plan is to develop a viable urban community by providing decent housing, a suitable living environment and expanding economic opportunities principally for low- and moderate- income persons.

2. Summarize the objectives and outcomes identified in the plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The upcoming fiscal year will include the following projects:

Owner Occupied Homeowner Rehabilitation
Objective: Decent, Affordable Housing
Outcome: Sustainability and Availability/Accessibility

Public Services
Objective: Suitable living environment
Outcome: Availability/Accessibility and Sustainability

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Owner Occupied Homeowner Rehabilitation - A well performing program that assists the City of Pekin in meeting the documented need of low and moderate-income households in rehabilitating their homes.

Public Services - A well performing program that coordinates efforts with local not-for-profits in allocating a portion of its CDBG dollars to fund agencies that serve primarily low to moderate income populations.

City of Pekin draft 2016 Action Plan

All programs have been approved and given a good performance evaluation from the HUD regional office (region 5 / Chicago).

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Citizen Participation process:

- The 2016 Action Plan was prepared and made available to the public, City & State officials for a 30-day comment period February 10 to March 10, 2016. The comment period was an opportunity to review a hard copy draft.
- A public hearing presentation was made to the City Council on February 22, 2016 and the Council meeting was aired on the government channel.
- There was a public hearing on March 10, 2016.
- The plan was presented to City Council at the regularly scheduled Council meeting on March 14, 2016 with an addition public hearing prior to the vote to approve.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Meetings: XXXXXXXX

Public Hearings:

Public Hearing, February 22, 2016; there were X questions received.

Public Hearing, March 10th, 2016; there were X questions received.

Public Hearing/Council Approval, March 14, 2016; there were X questions received.

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments/views were not accepted during this process

7. Summary

Allocation of limited CDBG dollars to the Owner Occupied Rehabilitation and Public Service projects will assist the City of Pekin in achieving a viable urban community by providing decent housing and a suitable living environment for low and moderate-income persons and households.

City of Pekin draft 2016 Action Plan

PR-05 Lead & Responsible Agencies -- 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant

Agency Role	Name	Department/Agency
Lead Agency	PEKIN	
CDBG Administrator		Community Development

Table 1 -- Responsible Agencies

Narrative

The lead agency responsible for overseeing the development of the Consolidated Plan and administering programs covered by the Plan is the City of Pekin, a State of Illinois municipality. The City of Pekin Community Development Department is responsible for administering the Consolidated Plan. Pekin is not a member of a Consortium utilizing HUD funds.

Consolidated Plan Public Contact Information

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source. For information concerning the Consolidated Plan, please contact the Community Development Director at 309/478-5356, 11 S. Capital, Pekin, IL 61654, or send an e-mail to panderson@ci.pekin.il.us.

City of Pekin draft 2016 Action Plan

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Pekin has adopted a Citizen Participation Plan for its Consolidated Plan and Annual Action Plan that identifies when public hearings and other consultations are to take place. This Plan was used in preparing the 2015-2019 Consolidated Plan and the 2016 Action Plan. These documents were also prepared to comply with all the consultation requirements of the Community Development Block Grant program.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City of Pekin has a good working relationship with the Pekin Housing Authority (PHA). Work continues to develop relationships with other assisted housing providers.

The City utilizes CDBG funding to partner with the PHA on staffing for the Owner Occupied Rehabilitative program.

The City and the PHA attend local and regional meetings together and coordinate efforts to address Community issues. The following are meetings that we both attend on a regular basis – Heart of IL Homeless Continuum of Care, Pekin Coalition for Equality, and the Pekin Salvation Army Rust Transitional Advisory Board.

Coordination between the City and private and governmental health, mental health and service agencies is primarily accomplished through participation of various local and regional committees/boards/activities. One such group is the Heroin Task Force that has been recently created. Our first meeting, utilizing the Bridges Out of Poverty constructs, was on January 27th and included the Pekin Hospital, Tazewood Center for Wellness, Bridgeway, Pekin Police Department, Pekin Park District, Gateway Foundation and the Tazewell County Health Department. At our next meeting, we are inviting the Pekin Ministerial Alliance, both local School Districts, EMS, Tazewell County Youth Board, Probation and Tazewell County drug court representation.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Pekin attends the Heart of IL Homeless Continuum of Care meetings. Through years of City staff attendance and involvement, we have increased the participation of Pekin agencies

City of Pekin draft 2016 Action Plan

with the Continuum of Care. The Pekin Housing Authority, Pekin Salvation Army, Pekin Outreach Initiative and Tazwood Community Services attend continuum meetings. They also participate on the Continuums Governance Board, Steering Committee and sub-committees to represent Pekin and to address housing and supportive needs.

Pekin Housing Authority is no longer receiving the Super NOFA dollars through the Heart of IL Homeless Continuum of Care for the McKinney-Vento Life Skills Coordinator program; which worked with the chronic homeless population. The rules and regulations related to this program did not fit the initial purpose and design of the program properly. Other efforts, not yet identified will be created to focus on the needs of homeless persons.

City of Pekin staff sits on the Pekin Salvation Army Advisory Board and the Rust Transitional Advisory Committee.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding policies and procedures for the operation and administration of HMIS

The City of Pekin staff actively participated with the Heart of IL Homeless Continuum of Care (HoIHCoc) sub-committees to participate in the development of policies, procedures and performance measures for HMIS and the implementation of the Hearth Act with the HoIHCoc. Based on the past active participation to set up the procedures and performance measures, City of Pekin staff now attends the general CoC meetings and participated more if needed.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

1	Agency	Pekin Housing Authority
	Agency/Group/Organization Type	Housing PHA Other government – local
	Selection of Plan was addressed by Consultation	Public Housing Needs Anti-poverty strategy

City of Pekin draft 2016 Action Plan

	Description of consultation and anticipated outcomes of the consultation or areas for improved coordination.	This agency was contacted by e-mail, meeting with agency staff and phone conversations. The City received considerable input on the public housing needs, plans, goals and programs and requested and received comments on the overall draft documents.
2	Agency	Heart of IL Homeless Continuum of Care
	Agency/Group/Organization Type	Housing Services – children Services – elderly Services – people with Disabilities Services- people with HIV/AIDS Services-victims of Domestic Violence Services-homeless Services-health Services-education Services-employment Health Agencies Child Welfare agency Publicly funded institution / system of care Continuum of care
	Selection of Plan was addressed by Consultation	Homelessness strategy Homeless needs – chronically homeless Homeless needs – families with children Homeless needs – veterans

City of Pekin draft 2016 Action Plan

		Homeless needs – unaccompanied youth Non-homeless special needs Anti-poverty strategy Homeless and near homeless
	Description of consultation and anticipated outcomes of the consultation or areas for improved coordination.	The Continuum of Care was made aware of the availability of the plans and the public hearing dates/times. All agencies, specifically agencies providing services in Pekin, were invited to attend and give input.
3	Agency	Pekin
	Agency/Group/Organization Type	Housing Service-fair housing Publicly funded institution/System of Care Other government – local Planning organization Business leaders Civic leaders Grantee Community Development financial institution Grantee Department Major Employer
	Selection of Plan was addressed by Consultation	Housing need assessment Lead-based paint strategy Public housing needs Homelessness strategy Homeless needs – chronically homeless

City of Pekin draft 2016 Action Plan

		Homeless needs – families with children Homelessness needs-veterans Homelessness needs-unaccompanied youth Non-homeless special needs Economic development Market analysis Anti-poverty strategy Grantee
	Description of consultation and anticipated outcomes of the consultation or areas for improved coordination.	The City of Pekin is the grantee for this Consolidated Plan and Annual Action Plan. As such, it is the consulting body that is seeking to coordinate and consult to improve anticipated outcomes from the use of CDBG funding during the course of the next five years.

City of Pekin draft 2016 Action Plan

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

The 2016 Action Plan is based on the information provided in the 2015 to 2019 Consolidated Plan. Communication has been established and information is continually gathered during the course of the year at a variety of functions to be included within HUD planning. No agencies were 'not consulted' purposely for the efforts of this plan.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Heart of IL Homeless Continuum of Care Super NOFA application / strategic planning efforts.	Heart of IL Homeless Continuum of Care	The goals are separate based on the funding sources priority for funding and its' rules and regulations. The City of Pekin participates with this group.
Table 3 - Other local / regional / state / federal planning efforts		

Narrative (optional)

No further discussion.

City of Pekin draft 2016 Action Plan

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The citizen participation process included a public hearing held on February 22, 2016 at a Pekin City Council meeting to obtain citizen comments on issues related to the housing, non-housing and community development needs in the City of Pekin. This public hearing is aired on channel 22. An additional public hearing was held on March 10, 2016 for additional public comments. The public hearings allowed the public to comment on the development of the 2016 Action Plan. The citizen participation processes noted above and outreach identified in the tables below were held during the preparation of the final plan. Public service applicants are provided technical assistance in preparing 2016 CDBG public service application.

City of Pekin draft 2016 Action Plan

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting February 22, 2016	Non-targeted/broad community				
2	Public Meeting March 10, 2016	Non-targeted/broad community				
3	Public Meeting March 10, 2016	People with disabilities	A meeting with the City of Pekin Mayor's Advisory Committee for People with Disabilities to provide outreach to elderly and disabled with X attending.			

City of Pekin draft 2016 Action Plan

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Public Meeting February 9, 2016	Heart of IL Homeless Continuum of Care	The Continuum of Care was consulted through an open forum at a general membership meeting. All agencies, specifically agencies providing services in Pekin, were invited to attend and give input. XXX people from XXX agencies were invited to attend the public hearings.			
4	Public Meeting February 9, 2016	Pekin Coalition for Equality	The Pekin Coalition for Equality was consulted through an open forum at a general meeting. All agencies, specifically agencies providing services in Pekin, were invited to attend and give input. XXX people from XXX agencies were invited to attend the public hearings.			

Annual Action Plan

12

City of Pekin draft 2016 Action Plan

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Public Meeting February 24, 2016	Pekin Human Rights	The Human Rights Committee was consulted through an open forum at a general meeting. All agencies, specifically agencies providing services in Pekin, were invited to attend and give input. XXX people from XXX agencies were invited to attend the public hearings			
6	Pekin Salvation Army meeting February 19, 2016	Pekin Salvation Army Rust Transitional Advisory Committee and Advisory Board	The Pekin Salvation Army was consulted through an open forum at a general meeting. All attending, specifically agencies providing services in Pekin, were invited to attend and give input. XXX people from XXX agencies were invited to attend the public hearings			

Table 4 – Citizen Participation Outreach
Annual Action Plan

City of Pekin draft 2016 Action Plan

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City of Pekin expects to receive Community Development Block Grant funds, available from HUD, during the five year period of the 2015-2019 Consolidated Plan.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	Federal	Admin & Planning Housing Public Services Antipoverty Strategy	\$350,000	\$10,000	n/a	\$360,000	See leverage information in the narrative below.
						\$910,013.48 (\$1,270,013.48 from submitted 2015 Action Plan minus 2016 funding of \$360,000 equals \$910,013.48 remaining)	

Table 5 - Expected Resources – Priority Table

City of Pekin draft 2016 Action Plan

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

City of Pekin will provide an estimated \$48,488 for Administrative related expenses. The City of Pekin permit fees for the Owner Occupied Rehabilitation program will be waived for each property. The funds utilized for public service programs will possibly leverage private, state and local funding.

The Community Development Block Grant program has no match requirement.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

There is no publically owned land or property within Pekin that is planned to be used to address the needs in the Consolidated Plan.

Discussion

No further discussion.

City of Pekin draft 2016 Action Plan

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

The City of Pekin scope of the activities to the Administrative (including anti-poverty strategy/Rehab Program Delivery, Owner Occupied Rehabilitation and Public Service programs -

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding for 2016 fiscal year	Goal Outcome Indicator
1	Planning & Administration	2015	2019	Planning / General Administration	City Wide	- Affordable Housing - Homeless - Public services - Anti-poverty strategy	\$72,000	Other: 1 other
2	Rehabilitation Program Delivery	2015	2019	Affordable Housing	City Wide	- Affordable Housing - rehab of existing units	\$104,674.04	Owner Occupied Rehabilitation: Household Housing Units
3	Owner Occupied Rehabilitation	2015	2019	Affordable Housing	City Wide	- Affordable Housing - rehab of existing units	\$128,879	Owner Occupied Rehabilitation: 5 Household Housing Units
4	Public Services	2015	2019	Non-Housing Community Development	City Wide	Public Services	\$54,139	Public service activities Other than Low/Moderate Income Housing Benefit: 221

Table 6 – Goals Summary

City of Pekin draft 2016 Action Plan

Goal Descriptions

1	Goal Name:	Planning & Administration
	Goal Description:	This goal is to make sure all grants and their associated activities are properly planned and administered. Including the Anti-poverty strategy with implementing the Bridges Out of Poverty workshops. This activity is City Wide.
2	Goal Name:	Rehabilitation Program Delivery
	Goal Description:	This goal is designed to make sure the owner occupied rehabilitation program and associated activities are properly inspected and administered. This activity is City Wide.
3	Goal Name:	Owner Occupied Rehabilitation
	Goal Description:	This goal is to assist eligible owner occupied households with improvements/rehabilitation to identified substandard housing quality standards. This activity is City Wide for eligible low to moderate income households.
4	Goal Name:	Public Services
	Goal Description:	This goal is to provide organizational capacity building and a variety of public services to be utilized by low to moderate income residents. This activity is City Wide for agencies serving 51% low to moderate income people.

Table 7 – Goal Descriptions

City of Pekin draft 2016 Action Plan

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

It is estimated that the following families will be provided affordable housing:

Extremely low-income families'	75 families
Low income families'	75 families
Moderate income families'	76 families
Total estimated:	226 families

City of Pekin draft 2016 Action Plan

AP-35 Projects – 91.220(d)

Introduction

The City of Pekin is proposing to allocated dollars to the following projects for this fiscal year period: Planning and Administration, Owner Occupied Rehabilitation, Rehabilitation Program Delivery and Public Services.

#	Project Name
1	Planning & Administration
2	Owner Occupied Rehabilitation
3	Rehabilitation Program Delivery
4	Public Services

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

#1 - This project is to make sure the CDBG grant and the associated activities are properly planned and administered. In addition, the Anti-poverty strategy falls within this project.

#2 - This project is to assist eligible owner occupied households with improvements / rehabilitation to identified substandard housing quality standards. This project is recognized as a high priority based on the needs of current homeowners and the housing costs burdens at 30% and 50% being identified as a community wide issue.

#3 – This project is designed to make sure the owner occupied rehabilitation program and associated activities are properly inspected and administered.

#4 - This project is to provide organizational capacity building and a variety of public services to be utilized by low to moderate income residents. This project is recognized as a high priority based on the increase in poverty community wide. The public service agencies are working with less money that serves greater number of people – especially with a non-existent State of IL budget at the time of preparing this 2016 Action Plan.

The following items identify the City of Pekin's obstacles, which result in the failing to meet the needs of the citizens of Pekin: limited or lack of financial resources and competition of funding sources; limited number of governmental, private sector and volunteer staff to address community needs; coordination of public / private sector organizations and volunteers to meet all and specific population needs; federal regulations, which are inflexible and increase the project and administrative cost for the City and its sub-recipients; capacity of new and established sub-recipients to comply with federal regulations and demonstrated programs results in a timely manner; aging housing stock and infrastructure; and the lack of private dollars invested into the low to moderate income areas needed to stimulate economic and neighborhood growth.

Projects

AP-38 Projects Summary

The City of Pekin is proposing to allocated dollars to the following projects for this fiscal year period: Planning and Administration, Owner Occupied Rehabilitation, Rehabilitation Program Delivery and Public Services.

Project Summary Information

See AP-20 and AP-35 above for further information on the project summaries.

City of Pekin draft 2016 Action Plan

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

There were no specific geographic areas identified during the compilation of the 5 year Consolidated plan to prioritize the allocation of CDBG in a particular geographic location.

CDBG dollars will be utilized community wide for low to moderate families.

Geographic Distribution

Target Area	Percentage of Funds
n/a	n/a

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

No allocation of CDBG dollars are done geographically.

Discussion

CDBG investments may be made on a citywide basis to address the needs of low-income residents throughout the municipality.

The percentage of funds the City of Pekin plans to dedicate to public service activities is:

Project	Percentage of Total Budget	Target Areas
Public Services	15% (\$54,139 allocated)	Community wide low to moderate income persons and households; agencies determined from letter of need from agencies

There are obstacles which fail to meet the needs of the under-served: limited or lack of financial resources and competition or funding sources; limited number of governmental, private sector and volunteer staff to address community needs; coordination of public / private sector organizations and volunteers to meet all and specific population needs; federal regulations, which are inflexible and increase the project cost for the City and its sub-recipients; capacity of new and established sub-recipients to comply with federal regulations and demonstrate program results in a timely manner; aging housing stock and infrastructure; and the lack of private dollars invested into the low to moderate-income areas needed to stimulate economic and neighborhood growth.

City of Pekin draft 2016 Action Plan

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City is proposing the allocation of CDBG dollars to the Owner Occupied Rehabilitative program and Public Services. The numbers in the chart below are reflective of this prioritization.

One Year Goals for the Number of Households to be Supported	
Homeless	50
Non-Homeless	62
Special-Needs	10
Total	122

Table 10 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	5
Acquisition of Existing Units	0
Total	5

Table 11 - One Year Goals for Affordable Housing by Support Type

Discussion

No further discussion.

City of Pekin draft 2016 Action Plan

AP-60 Public Housing – 91.220(h)

Introduction

The well performing Pekin Housing Authority is working with the City of Pekin, Tazewell County Health Department and St. Vincent De Paul churches to initiate the Bridges Out of Poverty workshops within the next fiscal year.

Actions planned during the next year to address the needs to public housing

The Housing Authority plans to make the following improvements during the next year:

- Replace storage sheds for use by residents of the Broadway Apartments complex to store personal property
- Partial Replacement of water and sewer lines at Golden Arms Apartments

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Housing Authority is planning to initiate the Bridges Out of Poverty Just Getting Ahead program in conjunction with community partners to empower the residents by providing them with information that will allow them to make decisions to stabilize their lives.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable

Discussion

No further discussion.

City of Pekin draft 2016 Action Plan

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Pekin, Tazewell County Health Department and St. Vincent De Paul area churches have initiated the Bridges Out of Poverty workshops and the Just Getting Ahead (currently Peoria based) programs to assist in working with homeless and other special needs activities.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Involvement will continue with the Pekin Salvation Army, Tazwood Community Services, Pekin Outreach Initiative, Heart of IL Homeless Continuum of Care and any additional group that is interested in reaching out to homeless persons and assessing their individual needs.

Addressing the emergency shelter and transitional housing needs of homeless persons

Involvement will continue with the Pekin Salvation Army, Tazwood Community Services, Pekin Outreach Initiative, Heart of IL Homeless Continuum of Care, Pekin School District #108 and any additional group that is interested in emergency shelter and transitional housing needs of homeless persons.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City works with the HoHCoC and its HMIS lead agency and the Pekin Salvation Army to track the highest needs of homeless populations. More work needs to be initiated with this effort locally to focus on shortening the period of time that individuals/families experience homelessness or from becoming homeless again.

City of Pekin draft 2016 Action Plan

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Pekin Salvation Army is currently an ESG recipient through the State of IL, Department of Commerce and Economic Opportunities. They provide programs through their social services office that help prevent homelessness.

The City of Pekin will continue to work with institutions regarding discharge planning and how best to reintegrate populations back into community based living.

Discussion

No further discussion.

The City of Pekin does not receive HOPWA funding. This table is not applicable.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

City of Pekin draft 2016 Action Plan

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City of Pekin, Tazewell County Health Department and St. Vincent De Paul area churches have initiated the Bridges Out of Poverty workshops and the Just Getting Ahead (currently Peoria based) programs to assist in working with affordable housing needs.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Taxes and building codes can have a negative effect on affordable housing and residential investment. Pekin has no taxing policies that would negatively impact the development of affordable housing or residential investment. Housing taxes are based solely on the assessed value of the property. Building Code requirements and fees are the same for all types of residential developments and present no barriers to affordable housing or residential development. There are currently no fees, charges, growth limits or other policies that affect the return on residential investment.

The following was taken from the 2006 Update of the City of Pekin Comprehensive Plan:

“The primary challenge for the Pekin housing market is finding safe and affordable housing for both owner-occupants and renters” (page II-6).

From pages II-7:

Goal 2: Provide decent and affordable housing for all socio-economic groups in Pekin.

Objective: Encourage the construction of new multi-family units

Objective: Balance the amount of market-rate and affordable housing

Objective: Institute a rental inspection program

Objective: Find new/additional sources of funds from HUD or other agencies to provide housing for low and moderate income persons”

Affordable housing needs remain for the citizens of Pekin and need Council and Community support to make this priority a reality.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing -

City of Pekin draft 2016 Action Plan

- Bridges Out of Poverty workshops community wide
- Work with area housing providers to address affordable housing issues
- City Council to prioritize affordable housing
- Initiate affordable housing discussions and activity within the Community

Discussion

The first Getting Ahead program in Peoria graduated on December 21st. The target area was the East Bluff area in Peoria and many organizations worked to together to make the program a reality. St. Vincent De Paul has included a mentoring component to the delivery of this program. The mentors assist during and after graduation thus increasing the likelihood of future stability for the participants (investigators) and a “bridge connection” to move forward. Here is a link for the Peoria Journal Star article: (<http://www.pjstar.com/article/20160109/NEWS/160109375/0/SEARCH?template=printart>).

The Bridges Out of Poverty group in Peoria just began their 2nd Getting Ahead program focused on the South Side of Peoria.

Additional information on the Getting Ahead program is located here
<http://www.ahaprocess.com/solutions/community/getting-ahead/>.

This program (Getting Ahead) is one of the **BIG** pieces of the puzzle to address the elephant in the room – poverty.

City of Pekin draft 2016 Action Plan

AP-85 Other Actions – 91.220(k)

Introduction

The City of Pekin, Tazewell County Health Department and St. Vincent De Paul area churches have initiated the Bridges Out of Poverty workshops and the Just Getting Ahead (currently Peoria based) programs to assist the community to develop actions to do more than provide a safety net to those in need- much needed resources, but they do not fully enable people to acquire additional resources to stabilize their situations.

Once shared with the community, the common language of the Bridge's constructs will assist in addressing the other three causes of poverty – organizational capacity, community action and policies in the categories of human and social capital in the community, exploitation and political/economic structures.

Actions planned to address obstacles to meeting underserved needs

The single family home owner rehabilitation program will assist in addressing obstacles to meeting underserved needs. This program provides needed repairs and improvements to lower income households.

Public services activities also have a positive effect in addressing obstacles to meeting underserved needs by reducing homelessness, providing counseling, shelter and life skills. Some agencies providing these services include the House of Hope, Center for Prevention of Abuse, Tazwood Mental Health, Tazwood Community Services, Pekin Housing Authority, Department of Human Services, Pekin Salvation Army and U of I Extension. The HoHCoC coordinates homeless goals, programs and policies in the four county area.

The City of Pekin seeks collaboration and participation among the community to further the objectives of this Plan by participation with Bridges Out of Poverty and building a community sustainability grid that will improve many levels of the community. This training will be provided for minimal expense to participants (book and food expenses only) to explain the causes of poverty and taking action at four levels (individual, organizational, community and policy levels).

The following are scheduled dates for the 'Day 1' workshops for the 2016 calendar year during fiscal year 2016 – June 29th, August 30th, October 27th and December 19th. There is currently one 'Day 2' workshop scheduled during this same period – November 30th. Additional information and registration information is located at the City of Pekin web site -

<http://www.ci.pekin.il.us/community-development/bridges-out-of-poverty/>

City of Pekin draft 2016 Action Plan

Actions planned to foster and maintain affordable housing

The single family home owner rehabilitation program will assist in maintaining affordable housing. This program provides needed repairs and improvements to lower income households.

The City of Pekin seeks collaboration and participation among the community to further the objectives of this Plan by participation with Bridges Out of Poverty and building a community sustainability grid that will improve many levels of the community.

Work will begin with a focus on affordable housing. By the sharing of information within this plan to the appropriate City Committees and City Council, the initiative to focus on affordable housing will begin.

Actions planned to reduce lead-based paint hazards

The single family home owner rehabilitation program will assist in reducing lead-based paint hazards. This program provides needed repairs and improvements to lower income households. Lead-based paint procedures are included within the Rehab program.

Actions planned to reduce the number of poverty-level families

Public services activities also have a positive effect in reducing the number of poverty-level families by providing counseling, shelter and life skills. Some agencies providing these services include the House of Hope, Center for Prevention of Abuse, Tazwood Mental Health, Tazwood Community Services, Pekin Housing Authority, Department of Human Services, Pekin Salvation Army and U of I Extension.

The City of Pekin seeks collaboration and participation among the community to further the objectives of this Plan by participation with Bridges Out of Poverty and building a community sustainability grid that will improve many levels of the community. One way identified to move forward with reducing the number of poverty-level families is the initiation of the Just Getting Ahead program. While capacity building is being done with the Bridges workshops, it is within our 5 year goals to have this information motivate a separate group to collaborate in moving the Just Getting Ahead program forward.

Actions planned to develop institutional structure

The City of Pekin seeks collaboration and participation among the community to further the objectives of this Plan by participation with Bridges Out of Poverty and building a community

City of Pekin draft 2016 Action Plan

sustainability grid that will improve many levels of the community. Within the 'Day 2' workshops, the Bridges constructs are applied on a variety of levels – including institutional, community and policy levels.

Actions planned to enhance coordination between public and private housing and social service agencies

Active City staff participation in a variety of local and regional organizations enhances the coordination between public and private housing and social service agencies.

The City of Pekin seeks collaboration and participation among the community to further the objectives of this Plan by participation with Bridges Out of Poverty and building a community sustainability grid that will improve many levels of the community.

Discussion

No further discussion.

DRAFT

City of Pekin draft 2016 Action Plan

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction - Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1) Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed - The total entitlement funds and program income the City of Pekin anticipates over the next five years are finite; therefore, there are a limited number of activities that will receive funding.
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan - The City of Pekin does not utilize section 108 loan guarantees; therefore this question is not applicable.
3. The amount of surplus funds from urban renewal settlements - The City of Pekin does not utilize surplus funds from urban renewal settlements; therefore this question is not applicable.
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan. - The City of Pekin does not plan to have any grant funds returned to the line of credit for which the planned use has not been included in any of the prior statements or plan.
5. The amount of income from float-funded activities - The City of Pekin does not utilize float-funded activities; therefore this question is not applicable.

Total Program Income – this is estimated for the fiscal year based on loan payments.

Other CDBG Requirements

1. The amount of urgent need activities

Community Development Block Grant regulations allow CDBG funds to be used to address issues related to a physical disaster. If such a disaster occurs, CDBG funds may be allocated by the City Council for this purpose.

Discussion

City of Pekin draft 2016 Action Plan

Anti-Displacement Policy

The City of Pekin's housing rehabilitation is performed without having to displace unit occupants. If an occupant should be displaced, the City of Pekin will comply with all Federal regulations relating to the displacement.

DRAFT



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: Sarah Newcomb, Interim City Manager

From: Economic Development Director, Leigh Ann Brown

AGENDA ITEM: 2016 Greater Peoria Economic Development Council Investment Dues

AGENDA DATE REQUESTED: February 22nd, 2016

ACTION REQUESTED: \$25,000.00 investment from Economic Development Fund (570) to Greater Peoria Economic Development Council

DESCRIPTION: Request to Mayor and Council to continue City of Pekin's collaboration with the Greater Peoria Economic Development Council (GPEDC) with 2016 investment dues of \$25,000.00 to build economic growth through targeted business assistance and attraction, workforce development and regional marketing. Pekin benefits from business attraction efforts with leads generated from site selectors, conferences and trade shows/summit's focused on manufacturing and healthcare industries. The GPEDC also streamlines responses for site search requests adding regional data and resources available to development projects when a Pekin site is submitted. Greater Peoria Region received designation as one the 12 communities in the US as an Investing in Manufacturing Communities Partnership region. This designation and the work of the GPEDC recently brought together 10 State and Federal agencies for Pekin to present our Front Street redevelopment project for potential funding resources. Business Assistance with joint retention visits with Pekin's Economic Development Director and Manufacturing Supply Chain Diversification study and strategy providing regional connectivity with manufacturers and suppliers along with gaps in our economy for business attraction opportunities. Workforce Development continues to build pathways for our future workforce which Pekin has captured components and implementing initiatives that fit our community, launching tools, resources and marketing for retention and recruitment of workforce that will include showcasing Pekin on the "LiveGP" (Live Greater Peoria) site. The City of Pekin has collaborated with the Greater Peoria EDC for 10+ years and continues to receive benefits of regional support with sharing data and resources, project and business assistance along with bringing regional, State, Federal and International awareness of our region. City of Pekin support to the Greater Peoria Economic Development Council will continue the key strategies for Pekin and the Region.

FINANCIAL IMPACT: \$25,000.00 from Economic Development Fund (570-570-551600 Dues and Subscriptions)

NEIGHBORHOOD CONCERNS: NA

IMPACT IF APPROVED: Continue to provide support to Pekin for regional economic growth and marketing

IMPACT IF DENIED: Eliminates economic assistance and Pekin's inclusion on regional marketing

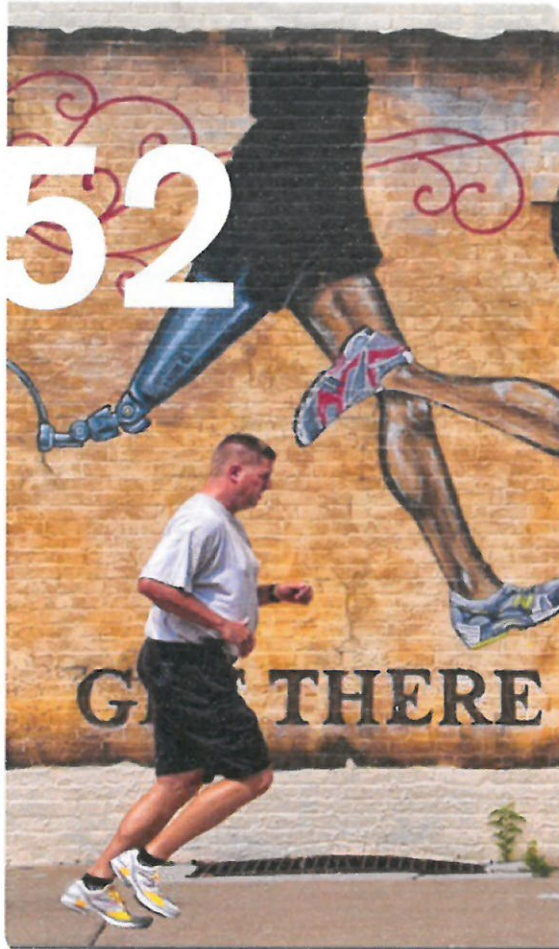
ALTERNATIVES:

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes. Copy this check mark √ and paste it to the left of the relevant theme.]

√

A Prosperous Community. To promote and sustain a balanced economy that supports

	expansion and retention of family-wage jobs.
	A Safe Community. To protect community life and property by providing effective, principled police and fire services.
	A Strong Foundation. To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
	A High Quality of Life. To support or provide services that improve the quality of life for Pekin's residents.
	An Effective Government. To deliver effectively the services that Pekin's residents want, need, and are willing to support.
REQUIRED SIGNATURES	
Department Director:	
Date:	<i>Veig An Brown 2/17/16</i>
Finance Department (Certification of Availability of Funds):	
Date:	
Corporation Counsel:	
Date:	
City Manager:	
Date:	<i>Mark Newcomb 2/17/16</i>



GREATER PEORIA EDC

A FIVE YEAR INVESTMENT PLAN FOR REGIONAL ECONOMIC DEVELOPMENT 2015-2019

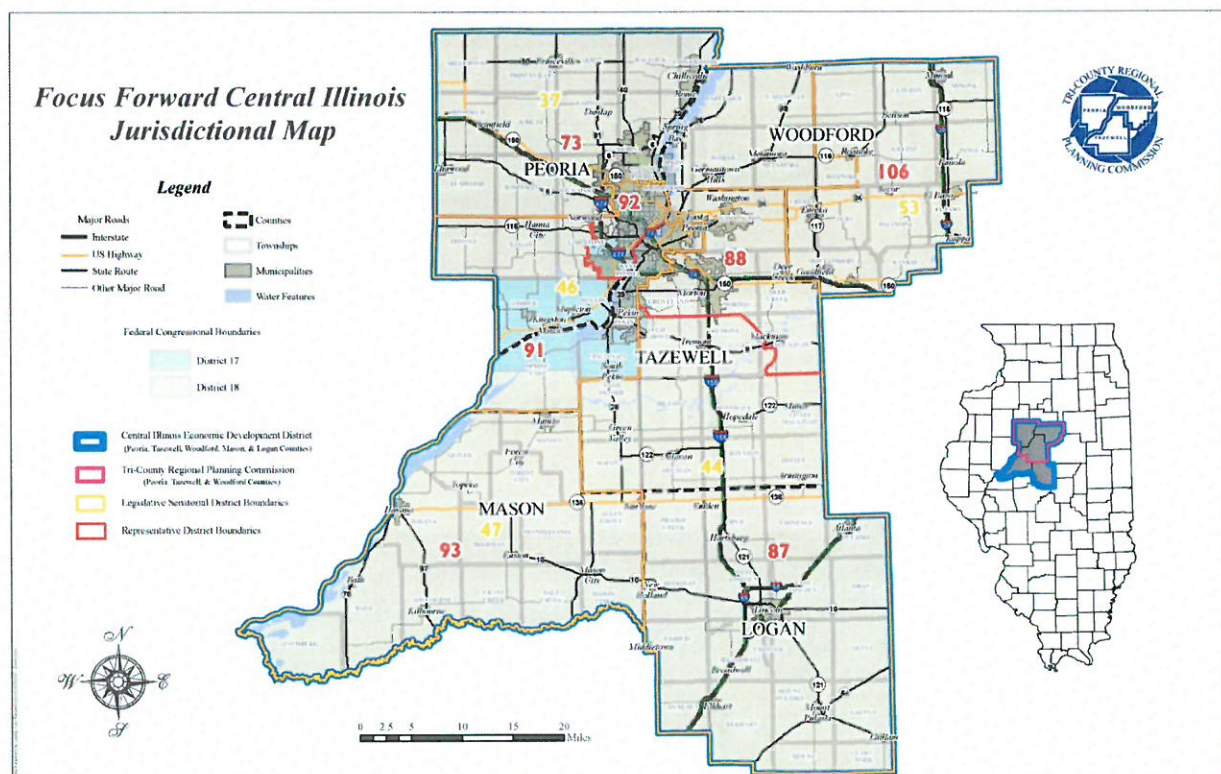
GREATER PEORIA EDC

Focus Forward Strategy 2015 - 2019

The Greater Peoria Economic Development Council, established in 1982, is a 501(c) 6 non-profit organization governed by a board of directors that includes members from both the public and the private sector. The organization is supported by annual investments from businesses, organizations, counties, and cities throughout the five counties of Logan, Mason, Peoria, Tazewell, and Woodford.

Our Mission

The Greater Peoria Economic Development Council drives economic growth within the Greater Peoria Area in collaboration with our local economic development partners through targeted business assistance and attraction, workforce development, and regional marketing.





5 Year EDC Goals

Business Expansion

25 interstate firm expansions by 2019, as measured by our clients.

1,000 new high quality jobs created by 2019, as measured by our clients.

Business Creation

30 new companies created by 2019, as measured by Startup Peoria clients.

150 new high quality jobs created by 2019, as measured by Startup Peoria clients.

Business Attraction

10 new interstate firm locations by 2019, as measured by our clients.

750 new high quality jobs created by 2019, as measured by our clients.

Workforce Development

Increased capture rate in targeted jobs by **50%** by 2019, as measured by our clients.

50 apprentices transitioned to full time employment in our region by 2019, as measured by our clients.

Workforce Retention

20% increase in employee retention rate by clients using retention tools by 2019, as measured by our clients

Workforce Attraction

30% increase in new hire capture rate by clients using attraction tools by 2019, as measured by our clients.

KEY STRATEGIES



Focus Forward Strategy 2015 - 2019

Business Assistance

25 interstate business expansions
1,000 new high-quality jobs created

500 businesses visited to assist with challenges.
25 businesses assisted through economic gardening.
50 businesses assisted in selling globally.
10 businesses assisted with technology transfer opportunities.
20 communities assisted in adopting 1 stop service systems.
5 companies assisted in using our foreign trade zone.
State of our businesses report shared annually.

Business Creation

30 new businesses created
150 new high-quality jobs created

40 business startups assisted through accelerator program.
\$1.2 M campaign completed for entrepreneurial center.

Business Attraction

10 new interstate business locations
750 new high-quality jobs created

25 businesses targeted to fill supply chain gaps.
25 OEMs targeted that can use our current supply chain.
10 businesses targeted that can use global sales resources.
10 businesses targeted that can use water resources.
50 site selectors visited.

Workforce Training

50% increase in capture rate in targeted jobs
50 apprentices transitioned to full time jobs

2,000 students and 200 educators introduced to manufacturing and healthcare industries.
200 students placed in regional apprenticeship programs.
Marketing campaign targeting most critical regional job needs developed and launched.
Workforce credentialing program targeting soft skills launched.
State of our workforce report shared annually.

Workforce Retention

20% increase in employee retention rate

480 newcomers assisted through regional orientation session.
Best Place to Work program developed and shared.

Workforce Recruitment

30% increase in new hire capture rate

Regional marketing campaign and toolkit developed and shared with employers.
Central job bank established.
1,000 alumni between the ages of 25-44 years targeted to return to the region.

Regional Marketing

Regional marketing campaign developed and implemented to support business and workforce development efforts.
Businesses, communities, and partners recognized for projects and initiatives that strengthen our economy.

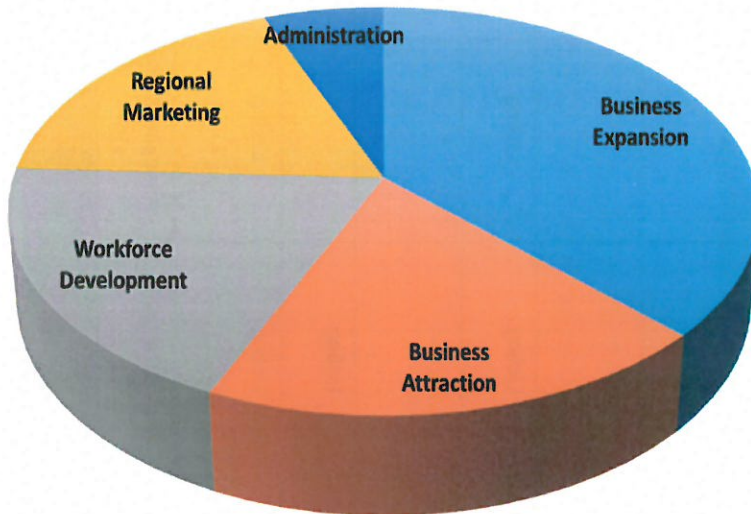
INVESTMENT LEVELS



Focus Forward Strategy 2015 - 2019

	LEADERSHIP	PLATINUM	GOLD	SILVER	BRONZE	FRIEND
ANNUAL INVESTMENT	\$100,000+	\$50,000+	\$25,000+	\$10,000+	\$5,000+	\$2,000+
Private Sector Suggested	3,000+ employees	1,500+ employees	500+ employees	200+ employees	100+ employees	< 100 employees
Public Sector Suggested	100,000+ pop.	50,000+ pop.	25,000+ pop.	10,000+ pop.	5,000+ pop.	Under 5,000 pop.
BOARD	1 seat executive board	1 seat board of directors				
ANNUAL EVENT TICKETS	1 table	4 tickets	2 tickets			
EDC WEBSITE	Front page banner	Front page logo	Front page logo	Listing	Listing	Listing
ANNUAL EVENT SPONSORSHIP	Lead	Award	Supporting			
EDC NEWSLETTER	Logo	Logo	Listing	Listing		
CLIENT REFERRAL DIRECTORY	Bolded listing	Bolded listing	Bolded Listing	Listing	Listing	
FIRST TO KNOW	Announcements and receptions	Announcements and receptions	Announcements and receptions	Announcements	Announcements	Announcements

Budget



Business Assistance	\$2,000,000
Business Attraction	\$1,000,000
Regional Marketing	\$1,000,000
Workforce Development	\$1,000,000
Administration	\$ 400,000

FIVE - YEAR BUDGET \$5,400,000

Board of Directors

Scott Aberle
 Gary Anna
 Mayor Jim Ardis
 Bill Blessman
 Meredith Bunch
 Rick Cloyd
 Bill Comstock
 Dan Daly
 Songo Dede
 Dr. John Erwin
 Nick Esser
 Don Forrest
 Patty Fuchs
 Seshadri Guha
 Diana Hall
 Jake Hamann
 Mike Hinrichsen
 Rex Linder
 Tim Neuhauser
 Doug Parsons
 Andrew Rand
 Sharon Reed
 Sid Ruckriegel
 Paul Sebesta
 Debbie Simon
 Dan Sleaford
 Bill Spears
 Keith Steffen
 Michael Stephen
 Danette Swank
 Henry Vicary
 Chuck Weaver
 Andre Williams
 David Zimmerman

Staff

Jennifer Daly
 CEO

 Sally Hanley
 Business Development

 Melissa Oliveri
 Office Manager



Contact Us

Give us a call for more information about becoming an investor.

Jennifer Daly
CEO

Greater Peoria EDC
100 SW Water Street
Peoria, IL 61602

(309) 495-5956 office
(309) 339-1388 mobile

jdaly@greaterpeoriaedc.org

Visit us on the web at
www.greaterpeoriaedc.org



Join Us!

FULL NAME _____

TITLE _____

COMPANY _____

ADDRESS _____

CITY STATE ZIP _____

PHONE NUMBER _____

EMAIL ADDRESS _____

INVESTMENT

2015 \$ _____

SEND MY INVOICE IN THE MONTH OF _____

2016 \$ _____

2017 \$ _____

SPECIAL PAYMENT REQUESTS? _____

2018 \$ _____

2019 \$ _____

SIGNATURE

DATE



GREATER PEORIA
Economic Development Council

Greater Peoria Selected for Manufacturing Designation



WASHINGTON – U.S. Secretary of Commerce Penny Pritzker today announced 12 new communities that have received designations under the Obama Administration’s Investing in Manufacturing Communities Partnership (IMCP) initiative. In May 2014, Secretary Pritzker announced the first 12 communities to receive the designation under this U.S. Commerce Department-led program, which is designed to accelerate the resurgence of manufacturing in communities nationwide by supporting the development of long-term economic development strategies.

“An IMCP designation is an important signal to potential investors that these communities are a good place to spend their money, and this is smart government at work,” said Secretary Pritzker. “By breaking down silos and encouraging communities to take a more thoughtful, comprehensive approach to their strategic plans, we are ensuring that precious federal dollars are used on the most high impact projects and in a way that maximizes return on investment.”

From the communities that applied this round, 12 were selected by an interagency panel, based on the strength of their economic development plans, the potential for impact in their

communities, and the depths of their partnerships across the public and private sectors to carry out their plans. As demonstrated by this year's designees, leaders from the private sector, local government, higher education, local economic development organizations, and other nonprofits worked together to identify a sector of manufacturing where their community has a comparative advantage and drafted a strategic plan that addresses: workforce and supply chain challenges; infrastructure; research and innovation; trade and investment; capital access; and operational improvement for manufacturing companies.

The 12 Manufacturing Communities announced today include:

The Greater Pittsburgh Metals Manufacturing Community, led by Catalyst Connection in Pittsburgh, PA

The Alamo Manufacturing Partnership, led by the University of Texas at San Antonio in the San Antonio, TX metro area

The Louisiana Chemical Corridor, led by Louisiana State University, stretching from New Orleans, LA to Baton Rouge, LA

The Madison Regional Economic Partnership (MadREP) in the Madison, WI region

The Made in the Mid-South Manufacturing Alliance, led by the Greater Memphis Chamber spanning nine counties in surrounding Memphis, TN

The Greater Peoria Economic Development Council leading a five county region in central Illinois

The Minnesota Medical Manufacturing Partnership, led by GREATER MSP in Minneapolis, MN

The South Central Idaho region, led by the Region IV Development Association in Twin Falls, ID

The Utah Advanced Materials and Manufacturing Initiative, led by the University of Utah in the Wasatch Front region

The Pacific Northwest Partnership Region, led by Business Oregon in Oregon and Southwest Washington

The Connecticut Advanced Manufacturing Communities Region, a four county area centered on Hartford, Connecticut, is led by the State of Connecticut Department of Economic and Community Development

The Central Valley AgPlus Food and Beverage Manufacturing Consortium led by California State University in Fresno

The 12 designated Manufacturing Communities will receive coordinated support for their strategies from the following eleven federal agencies with more than \$1 billion available in federal

economic development assistance:

Appalachian Regional Commission

Delta Regional Authority

Environmental Protection Agency

National Science Foundation

Small Business Administration

U.S. Department of Agriculture

U.S. Department of Commerce

U.S. Department of Defense

U.S. Department of Housing and Urban Development

U.S. Department of Labor

U.S. Department of Transportation

These communities will receive a dedicated federal liaison at each of these agencies who will help them navigate available federal resources. They will also be recognized on a government website, accessible to prospective private foreign and domestic investors, looking for information on communities' competitive attributes.



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: Sarah Newcomb, Interim City Manager

From: Tourism Department Director, Leigh Ann Brown

AGENDA ITEM: 2016 LedgeStone Insurance Open Disc Golf Tournament

AGENDA DATE REQUESTED: February 22nd, 2016

ACTION REQUESTED: \$10,000.00 sponsorship from Tourism (Hotel/Motel Tax) Fund

DESCRIPTION: The annual LedgeStone Insurance Open Disc Golf Tournament will host its 6th annual tournament Aug 18 – 21, 2016 as a sanctioned event by the Professional Disc Golf Association. This year's event will host 1236 players with anticipated players again from all U.S. States and 6 countries. The tournament uses 8 courses throughout the Greater Peoria Region with 2 courses in Pekin; one at McNaughton Park and another at Sunset Hills. Sunset Hills/Mashie's Eatery will be the check-in location for all tournament players, host of the player's party with 600-800 of the players joining together for dinner, location for festival that will provide additional activities for families and spectators attending along with hosting the female finalist of the tournament on Sunday August 21st with 150 players. The entire tournament will have 6 video production crews and 2 professional photographers, last year the live broadcast generated over 300,000 views on YouTube. According Sunset Hills owner Jerry Anderson, this will boost their food and beverage sales beyond Best Ball tournament which will benefit the City as well on the tax revenue. Pekin's benefit from the 2016 LedgeStone Insurance Open Disc Golf Tournament with sales tax, food/beverage tax, motor fuel tax and hotel/motel tax is an opportunity to reinvest our hotel/motel tax fund back into supporting this growing tournament with 30-35% of the activities occurring in our community utilizing Park facilities and Sunset Hills 18 hole disc golf course.

FINANCIAL IMPACT: \$10,000.00 from Tourism Hotel/Motel Tax Fund (208)

NEIGHBORHOOD CONCERNS: NA

IMPACT IF APPROVED: Tournament is a benefit back to the Pekin with hotel/motel tax, sales tax, food/beverage tax and motor fuel tax along with exposure to States and Countries represented by the players and their families, spectators and online media.

IMPACT IF DENIED: Eliminates marketing opportunities available for \$10,000 sponsorship and supporting tournament to remain in the region and using 2 Pekin courses.

ALTERNATIVES:

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes. Copy this check mark ✓ and paste it to the left of the relevant theme.]

☐	A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
☐	A Safe Community. To protect community life and property by providing effective, principled police and fire services.
☐	A Strong Foundation. To improve and maintain existing infrastructure and leverage

✓	A High Quality of Life. To support or provide services that improve the quality of life for Pekin's residents.
	An Effective Government. To deliver effectively the services that Pekin's residents want, need, and are willing to support.
REQUIRED SIGNATURES	
Department Director:	
Date:	<i>Leigh Ann Brown</i> 2/17/16
Finance Department (Certification of Availability of Funds):	
Date:	<i>Angie Evans</i> 2-17-16
Corporation Counsel:	
Date:	
City Manager:	
Date:	<i>Sarah Newcomb</i> 2/16/16



Secondary Document for Tournament

- 1) The LedgeStone Insurance Open is a worldwide disc golf event that takes place annually in the middle of August. The event attracts players from every state and six different countries. This is the 6th edition of the tournament. The tournament uses 8 courses in Central Illinois, with two of the showcase courses being in Pekin. This tournament is the largest and most lucrative disc golf event in the history of the sport. The event is sanctioned by the Professional Disc Golf Association, of which approximately 2500 are sanctioned every year. Professional players will play four rounds over four days of competition, while amateur players will play three rounds over three days of competition. The LedgeStone Insurance Open is noted as one of the most prestigious events in the country. The professional purse will be \$150,000 for the 2016 event.
- 2) This year's event will host 1236 players, with more than 90% of those players traveling from more than 2 hours away. Our 2015 event had more than 1000 booked hotel room nights. We calculated these figures using a few different methods. We set up room blocks at a handful of local hotels, which provided us with firm numbers. We also kept track during our registration process and the sign-in process to calculate the rest of the figures. Last year our tournament had 694 players, which generated approximately 300 bookings. The average stay last year was approximately 3.5 nights, as calculated by actual bookings from one of our hotels. As an example, The Ashland House generated 52 bookings with 186 room nights. Our research indicates a 40 to 45% book rate for attendees. These firm figures align with the rest of our hotels. We speculate that this number is where it is because some players share rooms and because some players stay with local contacts. For the 2016 event our tournament is being extended by one day. We expect our average stay to be 4.5 nights because of this additional day of

competition. Based on a 40% book rate for our 1236 players, we would expect to book 2224 room nights.

- 3) Our tournament charity continues to be St Jude and this year we plan on giving at least \$30,000 to St Jude. We donated \$20,000 for our 2015 event. St Jude will also be doing a check presentation for the event.
- 4) This event will have many members of the media and will once again be broadcast live by Smashboxx TV. Last year's event has generated over 300,000 views on Youtube and we expect this year's event to be over 500,000.
- 5) Our 2015 event was lucky enough to be featured on ESPN, when Paige Pierce made a hole-in-one at Westwood Park. This play was the #1 play of the night on Sportscenter's Top Ten, which generated approximately 5,000,000 views on ESPN. We are increasing the amount of video coverage for our 2016 event with the hopes of getting on ESPN again. We plan on having 6 video production crews filming our event and 2 professional photographers.
- 6) We will also be hosting clinics for newer players to be hosted by Discraft. Discraft is our presenting sponsor and is the Worldwide Leader in Disc Sports. The clinics will feature the top female and male players in the world. Depending on the schedule of the schools we also plan on having a clinic within the schools.
- 7) Registration for our 2015 event filled in minutes; we expect registration for our 2016 event to fill in seconds. Registration opens 2/15/16.
- 8) The 2016 event will officially be part of the Disc Golf Pro Tour, which will bring a festival to each tournament part of the tour. This festival will be geared towards families and children and will offer games, face painting, inflatables, etc. The goal of the festival is to bring more people to the sport of disc golf by offering them something familiar to bring them to the course. The Pro Tour will also bring special promotion for the tournament and area as a whole. This festival will take place at Sunset Hills Golf Club.
- 9) The PACVB estimated that the economic impact of the 2015 event was approximately \$975,000. Because we are increasing the size of the field by 75% and adding an extra day of competition, we expect the economic impact to approach \$2,000,000. Between 30 and 35% of our activities will take place in Pekin. Two of our eight courses are in Pekin, along with our player's party, a glo disc golf event, and more.

2016 Ledgestone Insurance Open Sources and Uses

Sources

Ledgestone Insurance	\$35,000
Discraft	\$80,000
Peoria Frisbee Club	\$1,000
Erie Insurance	\$1,000
Player Entry Fees	\$175,000
Plastic Addicts	\$10,000
Raffle Proceeds	\$8,000
Advanced Energy Diganostics	\$800
Morton Community Bank	\$500
Hole Sponsorships	\$8,000
Course Sponsorships	\$3,500
Live Broadcast Sponsorships	\$1,000
Fundraiser Tournaments	\$1,200
Village of Morton	\$10,000
PACVB	\$10,000
Disc Vendor Fees	\$4,000
Paragon Disc Golf	\$1,000
Joans Trophy	\$1,000
Cloudpoint Geographics	\$1,000
City of Eureka	\$5,000
Disc Sales	\$10,000
Other Sponsors?	\$10,000
Total Sources:	\$377,000

Uses

Professional Payout	\$150,000
Amateur Payout	\$58,000
Disc Golf Pro Tour	\$2,500
Upgrades to Parks	\$2,500
Player Goodie Bags	\$44,000
Upgrades to Wildlife Prairie Park	\$3,000
Advertising	\$2,000
Printing	\$2,000
Online Expenses	\$500
Graphics	\$750
Porta Potties	\$300
Players Party	\$12,000
Tents	\$5,000
Shirts	\$1,000
Trophies, Signs, Awards	\$10,000
PDGA Fees	\$5,000
St Jude	\$30,000
Clinics	\$1,000
Exhibition Match	\$2,000
Other Expenses	\$22,000
Postage/Shipping	\$3,000
Course Expenses	\$7,700
Water and Ice	\$1,000
Other Video Expenses	\$1,500
Photography	\$500
GPS Mapping	\$500
VIP Cookout	\$750
Staff Payments	\$7,500
Festival Expenses	\$1,000
Total Uses	\$377,000



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: Sarah Newcomb, Interim City Manager

From: TIF Administrator, Leigh Ann Brown – Central Business District TIF

AGENDA ITEM: TIF Façade Program for 429 Court Street – Muse Salon

AGENDA DATE REQUESTED: February 22nd, 2016

ACTION REQUESTED: \$4,525.00 TIF Facade

DESCRIPTION: Approval by Mayor and Council to pay owner of 429 Court Street Muse Salon (owner Karen Walker) the eligible amount under the terms of the TIF façade guidelines for the amount of \$4,525.00. Property owner purchased the property in 2014 to renovate and open a storefront for her salon business. A complete structural assessment was completed on the front of the building to determine support for new façade. The required additional structural support is included in scope of work to be completed. The TIF façade application also includes installing galvanized steel and aluminum siding, lighting, Muse sign on black diamond plate and awning. These eligible expenses total \$7,450.00 (based on program guidelines of lowest bid) plus \$800.00 for structural assessment report. TIF Façade program reimburses 1/2 of the cost up to \$12,500 (whichever is less) per building. The structural assessment of \$800.00 is fully refundable. Pekin Main Street Design committee has reviewed the application and recommends to Council the approval of the TIF façade grant for the amount of \$4,525.00. City Inspections has been notified of this project and property owner/contractors will apply for permit when façade application is approved. All work must be inspected and completion signed off prior to TIF façade dollars issued upon satisfactory completion.

FINANCIAL IMPACT: \$4,525.00 of Central Business District TIF Façade grant program

NEIGHBORHOOD CONCERNS: NA

IMPACT IF APPROVED: Allow property owner to enhance the structural integrity of the property and enhance façade with new look to achieve business aesthetics

IMPACT IF DENIED: Delays renovations due to overall renovation costs and business operational costs.

ALTERNATIVES:

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes. Copy this check mark √ and paste it to the left of the relevant theme.]

	A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of family-wage jobs.
	A Safe Community. To protect community life and property by providing effective, principled police and fire services.
	A Strong Foundation. To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
X	A High Quality of Life. To support or provide services that improve the quality of life for Pekin's residents.

	An Effective Government. To deliver effectively the services that Pekin's residents want, need, and are willing to support.
REQUIRED SIGNATURES	
Department Director:	
Date:	<i>Wegman Brown 2/17/16</i>
Finance Department (Certification of Availability of Funds):	
Date:	
Corporation Counsel:	
Date:	
City Manager:	
Date:	<i>Jack Newcomb</i>

City of Pekin, Illinois Downtown Facade Revitalization Program

APPLICATION REQUEST

Submit to: Leigh Ann Matthews, City of Pekin, 111 S. Capital St., Pekin, IL 61554

1. Name of Applicant: Karen Walker
(If applicant is not owner, application must be accompanied by written consent of owner to participate in program)
2. Street Address: 429 Court PIN No. 04-04-35-335-009
3. Owner of Property (if different from applicant): _____
4. Owner's Address: 421 Park Ave Phone #: 642-9418
5. Phone No. of Applicant/Contact Person (if different from Owner): _____
6. Is any portion of building leased? no If so, please provide name and address of lessee: _____
7. Is the ground level floor space devoted to commercial purposes? yes
8. Briefly describe the type of business operation presently housed in building: Salon
9. What is approximate age of building? 100 yrs
10. Is Owner of property currently participating in any other City business assistance program? no
11. Are you aware of any historical or architectural significance associated with the building? no
If yes, please explain: _____
12. Please provide a description of your proposed project stating what you intend to accomplish and how the planned work will enhance building appearance:
structural support improvements (from report), remove soffit and existing facade materials, add new galvanized and aluminum facade with new sign, lighting and awning.

13. How soon after possible grant approval by the City would you begin your project? immediately
14. Once started, how long would it take to complete? 5 weeks
15. What is the total cost of planned eligible work? \$ _____
16. From what sources and in what amounts, other than the City, will the money for this project be drawn
Please be specific:
I have my own personal money
for the project not covered by TIF funds
17. Will the planned building renovation result in the creation of any new jobs? yes
If yes, how many full-time and/or part-time positions will result? 5

Applicant(s) Signature: Karen Walker Date: 2/11/16

_____ Date: _____

CITY USE ONLY

The City of Pekin Main Street Design Committee:

X recommends _____ does not recommend approval to the City Council.

Date: 2/11/16 Chair Signature: [Signature]

Amount recommended: \$ 4525.00 Conditions, if any: _____

City Council:

_____ approves _____ does not approve facade revitalization grant award.

Date: _____ Mayor's Signature: _____

Amount recommended: \$ _____ Conditions, if any: _____

City of Pekin, Illinois Downtown Facade Revitalization Program

Required Attachments Along With Application Request

- | | |
|--|---|
| ☒ Proof of building ownership. | ☒ Current photographs of building showing all areas subject to improvement. |
| ☒ Concurrence of Owner to participate in program if Owner is not Applicant, with suggestion to use local Pekin contractors. | ☒ Drawings depicting exterior appearance of building following completion of project including lighting, signage, landscaping, etc., as applicable. |
| ☒ Minimum of two (2) qualified bids for all program eligible work to be performed. | ☒ Executed Applicant/Owner Certification Form. |
| ☒ Copy of building assessment from licensed structural engineer (if required). Any building assessment costs are considered eligible project costs. | ☒ Letter from Applicant/Owner expressing need for financial assistance. |
| ☒ Documentation of the existence of other funding sources in appropriate amounts with suggestion to use local financial institution. <i>on application</i> | ☒ Summary sheet of project/s. |

Upon receiving a completed application and building assessment report, approval and recommendation from Main Street Design Committee, City Council will vote to pre-approve application and City funds will be distributed upon inspected project completion.

Tazewell County Illinois

Information for Parcel 04-04-35-335-009, Tax Year 2014 Payable 2015

Property Information		
Tax Year 2014 ▼	Township PEKIN	Property Class 0060-Improved Commercial
Tax Status Taxable	Tax Code 04021	Land Use
Net Taxable Value 18,490	Tax Rate 8.330460	Total Tax \$1,540.30
Site Address 429 COURT ST	Owner Name and Address MUSE SALON INC 429 COURT ST PEKIN, IL 61554	Mailing Name and Address MUSE SALON INC 421 PARK AVE PEKIN, IL 61554
Legal Description SEC 35 T25N R5W ORIGINAL TOWN W 2' LOT 10 & E 13.5' OF LOT 11 BLK 72 SW 1/4		
Public Notes 2014 QUAD REVAL		

Payments							
Installment	Tax Billed	Penalty Billed	Cost Billed	Drainage Billed	Total Billed	Amount Paid	Total Unpaid
First	\$770.15	\$0.00	\$0.00	\$0.00	\$770.15	\$770.15	\$0.00
Second	\$770.15	\$0.00	\$0.00	\$0.00	\$770.15	\$770.15	\$0.00
Total	\$1,540.30	\$0.00	\$0.00	\$0.00	\$1,540.30	\$1,540.30	\$0.00

Payment Detail					
Installment	Batch Number	Receipt Number	Date Due	Date Paid	Paid By
First	2014000849		06/01/2015	06/04/2015	MUSE SALON INC
Second	2014001843		09/01/2015	09/04/2015	MUSE SALON INC

I Want To...

Start a New Search
Go to Tazewell County website
View:
Assessment Information
Billing & Collection Information
Exemption Information
Farm Land Information
Forfeiture Information
Genealogy Information
Legal Information
Name Information
Redemption Information
Sales Information
Site Address Information
Taxing Body Information
Print this Parcel

Disclaimers

The Tazewell County Assessment Office makes every effort to produce and publish the most current and accurate information possible. The information maintained on this website should not be relied upon for any purposes except for those of the Tazewell County Supervisor of Assessments and his staff. The Tazewell County Assessment Office accepts no responsibility for the consequences of the inappropriate use or the interpretation of data. No warranties, expressed or implied, are provided for data herein. By proceeding with a property search you are stating that the notice has been read and that you understand and agree with its contents.





Brian Woelfle ~ Owner
2612 N BIGELOW ST
Peoria, IL 61604
309-648-7273

Estimate

Date	Estimate #
2/2/2016	10

Name / Address
The Muse Salon 429 Court St, Pekin, IL 61554 (309) 642-9275

Project

Description	Qty	Total
Site Work		4,700.00
The proposed estimate is to reface the outside of the building front. With galvanized steel and aluminum, to look similar to Luckys in Peoria heights. The name "The Muse " would be in black diamond plate with led projection lights on it at night. Small details and layout can be discussed if estimate is accepted. Changes can be made as needed to fit customers needs. A drawing can be produced once we agree on a estimate.		
Plans and Permits, Hired Structural Engineers Maurer - Stutz to inspect building.		800.00
Site Work - Wolf Construction		750.00
Added wood and labor to bring building up to code to match engineer report		
Proposed added awning to front of building		2,000.00
Total		\$8,250.00

Structural Report - 800.00
\$7,450.00

Proposal

Project Name: Muse Salon
Address: 429 Court St.
Pekin, IL 61554
Phone: 309-642-9275

February 15, 2016

Project: Store Front

Kelley Construction Contractors, Inc. will provide all materials, equipment, and installation by insured professional installers.

Kelley Construction shall:

Project 1:

- Remove existing soffit on front of building.
- Install 90 sq. ft. of black soffit on overhang in front of building.
- Install black painted trim ring around 2 can lights.
- Install 180 sq. ft. of galvanized metal on front of building.
- Install galvanized siding and trim on front walls.
- Install black cap on top over galvanized area.
- Install 2' overhang with black pro rib roofing.
- Clean up and remove all job debris.

Our proposal price for the above named project is \$4,890.00

Project 2:

- Install two 11 7/8 LVL to existing 5 ply beam with 1/2 x 8" lug bolts with 12" spacing.
- Install new 2x4 stud wall to roof system.
- Clean up and remove all job debris.

Our proposal price for the above named project is \$2,080.00

Project 3:

- Install new 4x8 sign on front of building with lights.
- Clean up and remove all job debris.

Our proposal price for the above named project is \$1,670.00

Total \$8,640.⁰⁰

Expiration of this proposal is 10 days from proposal date.

Payment Terms: One half down upon signing, and balance paid immediately upon completion.

Dated: _____

X: _____
Jeremy Spracklen
Project Manager

X: _____
Authorized Agent

Additional information: Any unknown additional work required by project or owner will be agreed upon in advance by both parties and billed separately.



STRUCTURE REPORT

PREPARED FOR: Wolf Constuction
2612 N. Bigelow
Peoria, IL 61604

DATE: January 7, 2016

FILE: 23315096.00

IDENTIFICATION: Muse Salon
429 Court Street
Pekin, IL 61554

SERVICES PERFORMED: Structural Investigation of the Storefront at Identified Address

STRUCTURAL INVESTIGATION PERFORMED BY:



Josie A. Esker, PE, SE
SE No. 081-007496
Exp. Date: 11/30/2016



PRELIMINARY

Maurer-Stutz, Inc. was commissioned to assess the structural condition of the storefront on the property at the identified address. The Structural Engineer, Josie A. Esker, PE, SE, visited the site on December 29, 2015, to observe the existing conditions.

The investigation involved visual observation of the structural members relating to the storefront. No other portions of the structure were evaluated except for those discussed herein. The conclusions of this investigation reflect the professional judgment of the Structural Engineer, based on the evidence visible at the time of the site visit. Limited structural analysis was completed to determine the adequacy of the existing structural members and to determine the necessary repairs.

Photographs were taken by the Engineer during the visit to document the conditions at the time of this investigation. Several of these pictures are included in Appendix One along with captions to provide visual reference to the observations and conclusions in this report.

BACKGROUND INFORMATION

The City of Pekin requested a structural evaluation of the wood framing that currently supports the storefront at 429 Court Street. The primary purpose of this investigation and report was to determine whether the existing wood structure was sufficient to support new corrugated steel facing.

The Structural Engineer has no knowledge as to the history of the building. The existing storefront configuration does not appear to be the original construction. The structure appears to have been modified at several points in the past, and the construction of the storefront is atypical.

OBSERVATIONS

The existing structure was a stud wall, supported by a large wood beam that spans over the glass portion of the storefront. The Engineer was unable to determine how the beam was supported on each end, as wall coverings blocked the structure from view. Wood rot was observed in a portion of the existing wood beam on the west end of the structure.

The wood beam also supported a portion of the roof. The roof joists appeared to have been cut at some point in the past, and the ends of the joists were not directly below the beam. 2x4 props were used to support the roof joists above the beam; the props were angled to meet the cut ends of the joists, and some of the props were loose and had no positive connection to the roof joists.

APPENDIX ONE

PHOTOGRAPHS

CONCLUSIONS

It is the opinion of the Structural Engineer that the current condition of the storefront is substandard and is in need of repair. The Engineer has designed a repair to improve the atypical existing conditions.

The wood beam that supports the storefront and a portion of the roof is structurally deficient due to rotting at the west end. It is recommended that two additional 1 $\frac{3}{4}$ " x 11 $\frac{3}{4}$ " LVL members be added to supplement the existing beam. These new LVL members should be bolted into the existing beam with $\frac{1}{2}$ " diameter lag bolts, 8" long and at 12 inch spacing. The Contractor shall ensure that the ends of the beam are sufficiently fastened to the existing wall below. The Engineer shall be contacted when the beam bearing locations are visible to approve this connection.

Additionally, the 2x4 props below the roof joists are not sufficient to provide proper support to the roof. It is recommended that a new 2x4 stud wall be installed below the roof joists after the 2x4 props are removed. Each stud in the wall should line up with a roof joist. The Contractor shall be responsible for all temporary shoring required for construction.

Consideration was also given to the ability of the existing system to support lateral loads. Several modifications were necessary to ensure that lateral restraint is provided to the stud wall at multiple elevations. See the attached sketches in Appendix Two for more detailed information regarding recommended repairs to the storefront. All wood connections shall be consists of a minimum of two (2) 10d nails unless noted otherwise.

As much of the storefront stud wall was not visible at the time of the investigation, it is recommended that the Contractor remove all exterior sheathing from the wall to verify that the studs are in good condition. Any studs that are found to be damaged should be doubled up. Also, the connection of the studs to the beam should be verified by the Engineer before new sheathing is installed.

CLOSING

This report reflects the conditions observed by the Engineer at the time of this investigation only. The Structural Engineer remains available to discuss any of these findings further, or to answer any questions that may arise during construction. The means and methods for the repairs to the structure shall be determined by the Contractor and Owner. The Engineer should be contacted if any additional defects are found during construction. Additionally, the Engineer should be contacted to evaluate the beam connections and stud wall connections during construction. Otherwise, the Engineer cannot be responsible for ensuring that the construction is completed in a manner which will satisfy the recommendations of this report.



The upper portion of the Muse Salon storefront is a wood-framed structure, and the lower portion of the storefront is glass.



The lower portion of the storefront is recessed in from the street.

PROJECT: 429 Court St. in Pekin, IL

PROJECT NO: 23315096.00

DATE: December 29, 2015

SH. NO. 2 OF 3



The 2x4 studwall that forms the storefront is supported by a large 5-ply 2x12 wood beam.



2x4 wood props were placed between the wood beam and the roof joists to provide support to the joists. It is the opinion of the Engineer that these 2x4 props are insufficient.

APPENDIX TWO

REPAIR RECOMMENDATIONS

PROJECT: 429 Court St. in Pekin, IL

PROJECT NO: 23315096.00

DATE: December 29, 2015

SH. NO. 3 OF 3



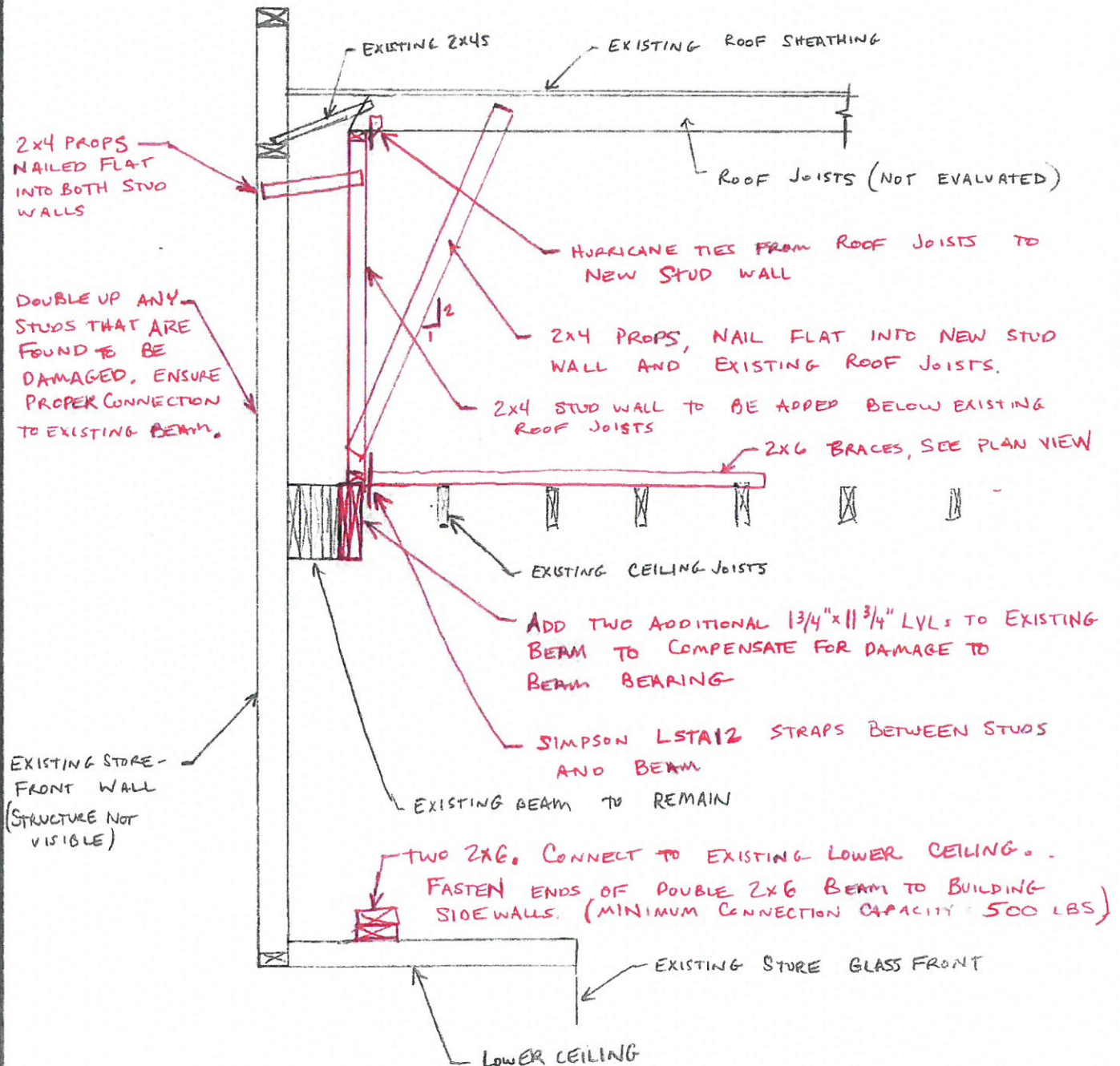
Not all portions of the structure were visible at the time of the investigation. The Structural Engineer remains available if any other concerns are discovered during construction.



The wood beam that supports the roof structure and the storefront was significantly damaged at the west end.

PROJECT: 429 COURT ST.
PROJECT NO.: 23315096.00
COMPUTATION BY: JAE DATE: 1/6/15 SH. NO. 2
CHECKED BY: _____ DATE: _____ OF 3

SUBJECT: STORE FRONT SKETCH



PROPOSED STOREFRONT REPAIRS

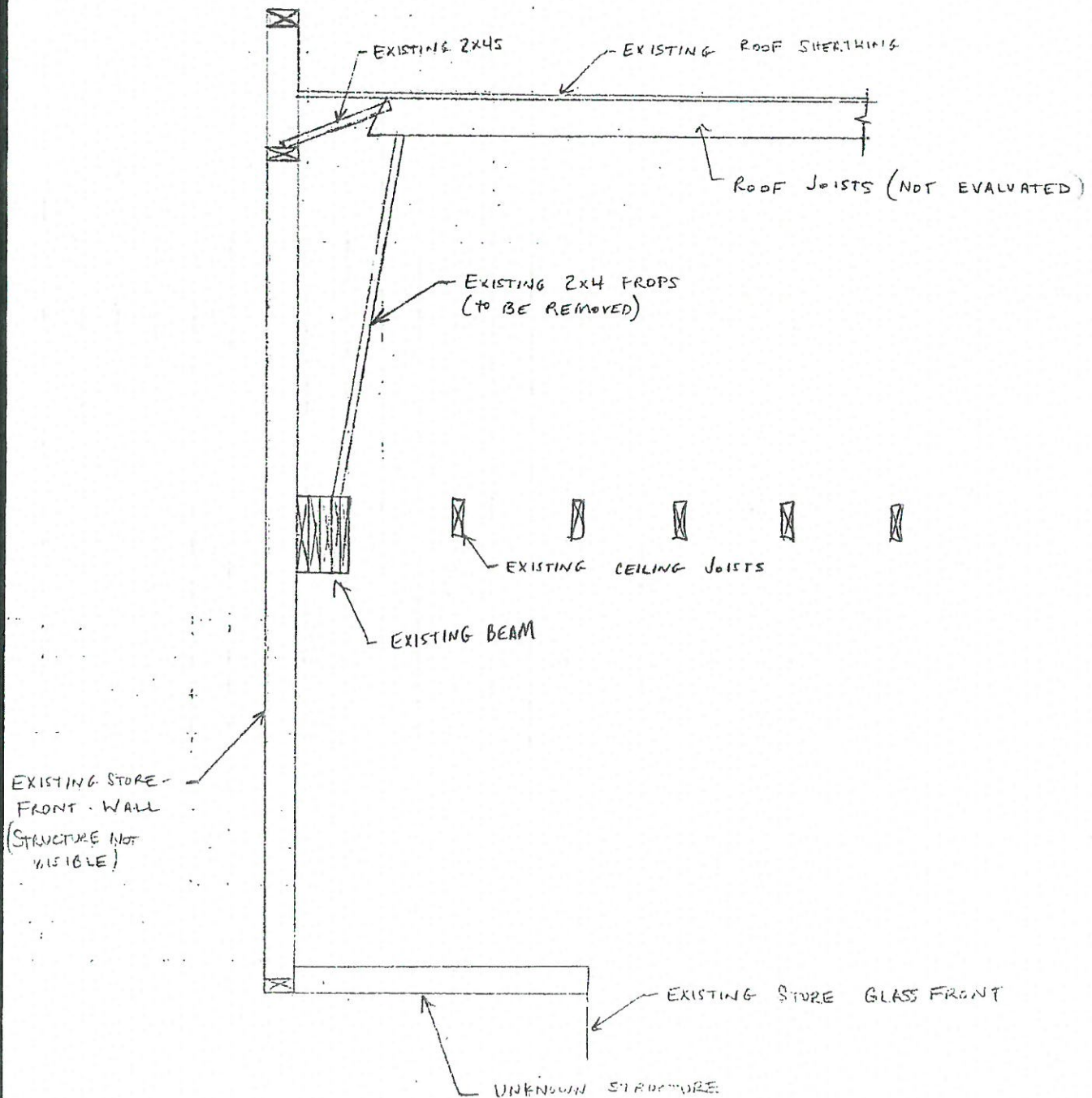
PROJECT: 429 CORNER ST.

PROJECT NO.: 23315076.00

COMPUTATION BY: JAE DATE: 1/6/15 SH. NO. 1

CHECKED BY: _____ DATE: _____ OF 3

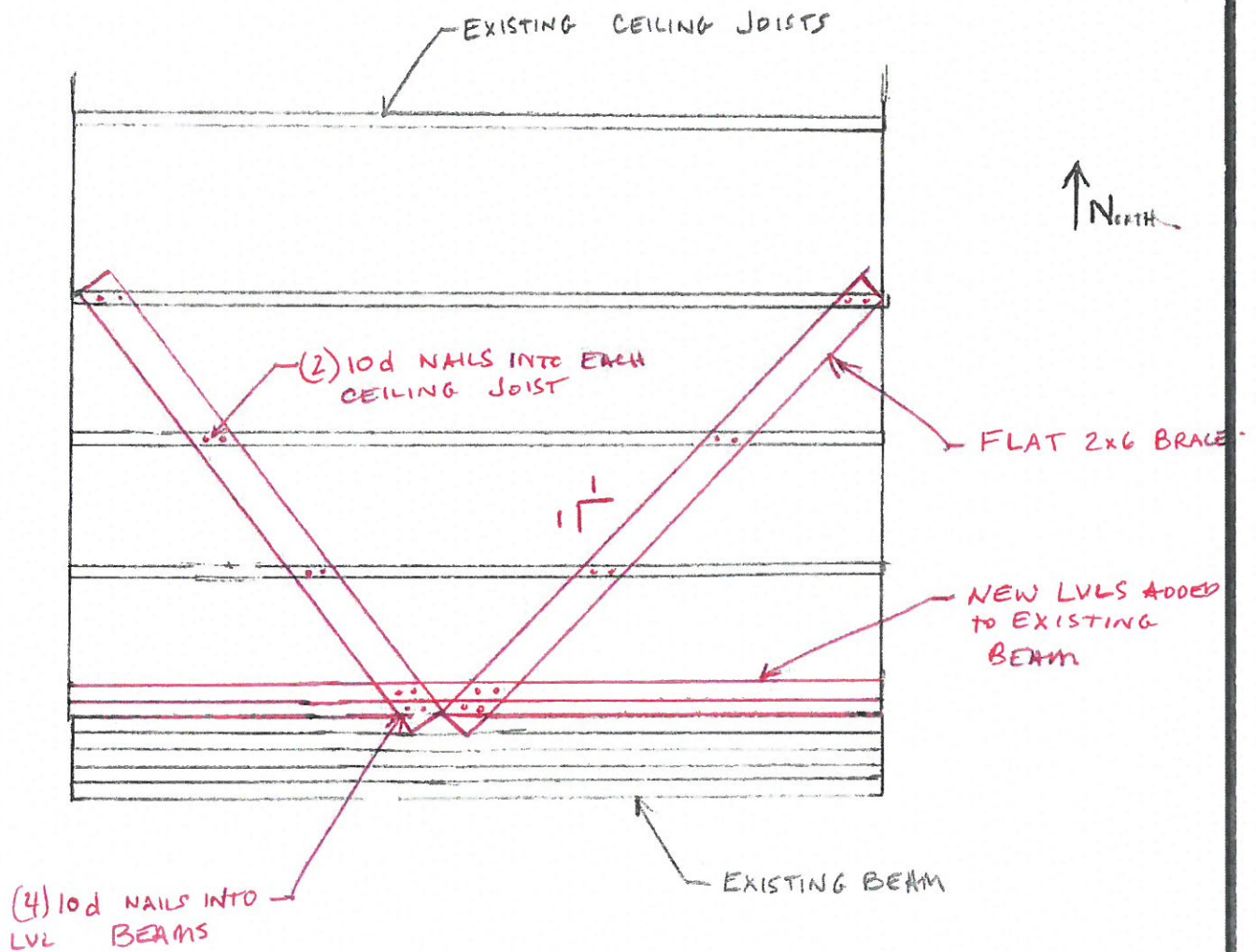
SUBJECT: STOREFRONT SKETCH



EXISTING STOREFRONT

PROJECT: 429 COURT ST.
PROJECT NO.: 23315096.00
COMPUTATION BY: JAE DATE: 1/6/15 SH. NO. 3
CHECKED BY: _____ DATE: _____ OF 3

SUBJECT: STOREFRONT SKETCH

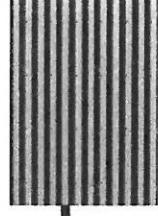
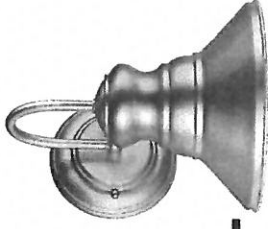


STORE FRONT PLAN VIEW



Proposed design for Muse Salon in Pekin Illinois Nov 2015

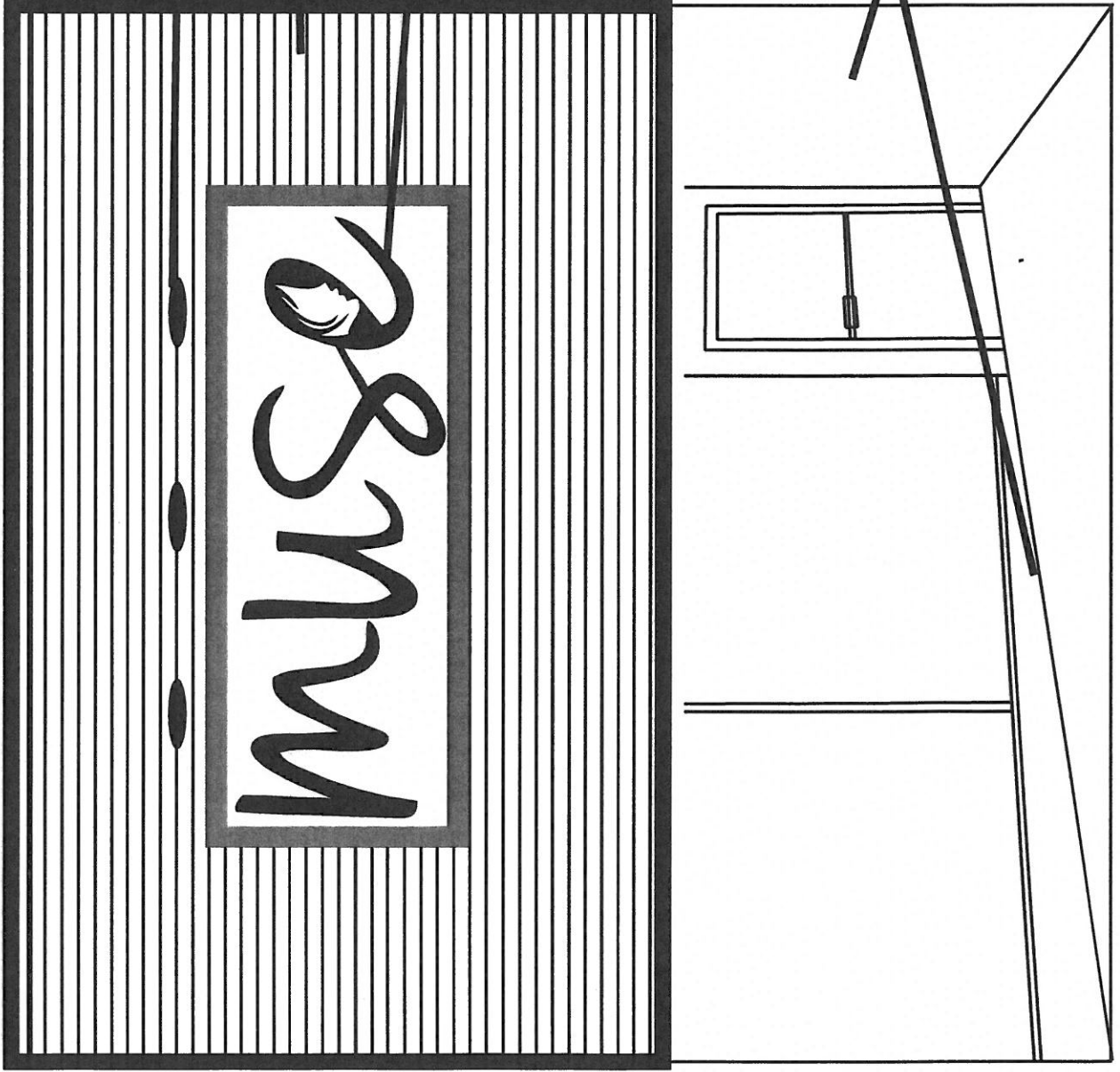
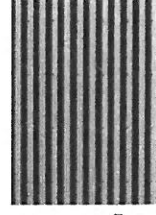
Three lights
above logo



Logo made from black metal
on raised posts on siding

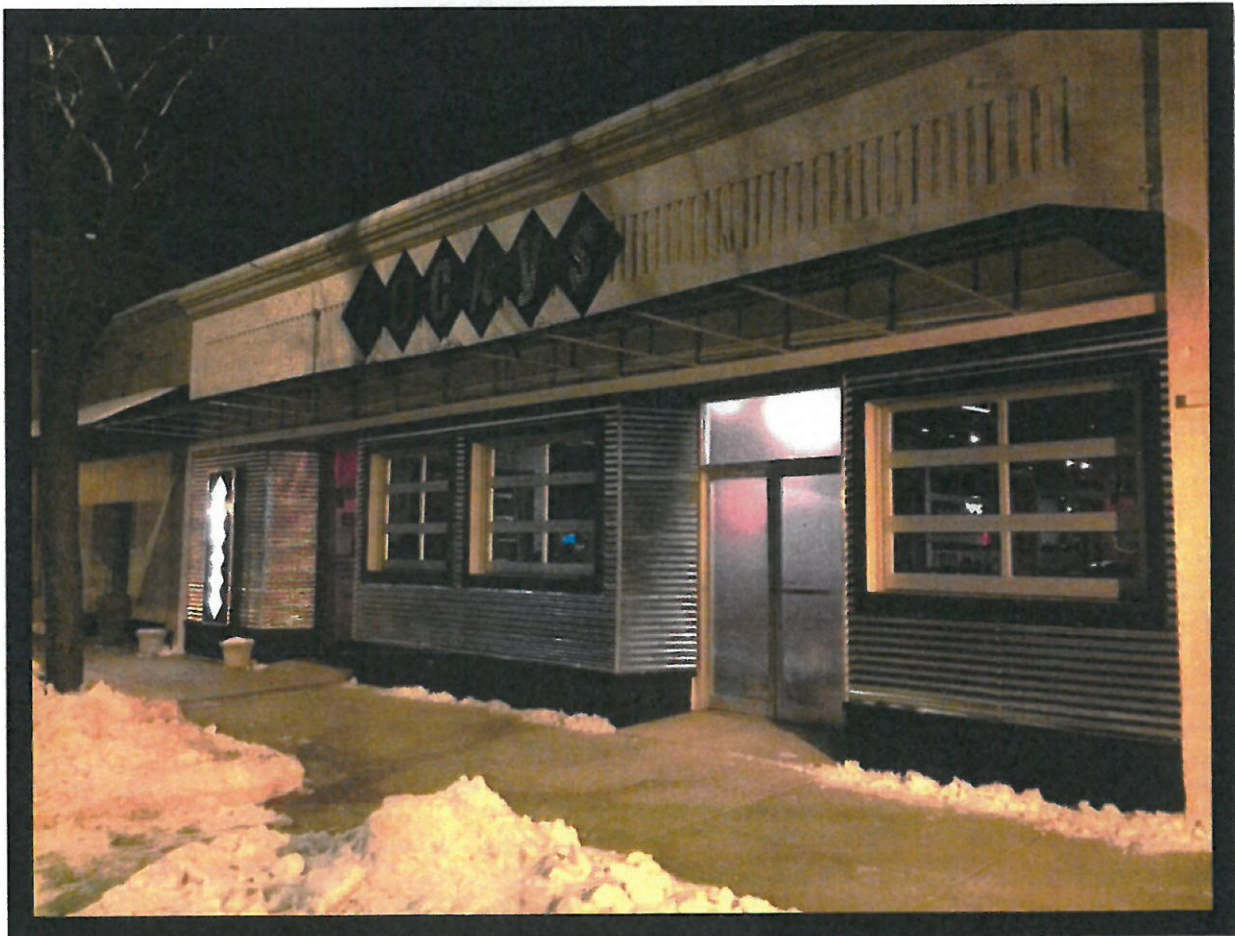
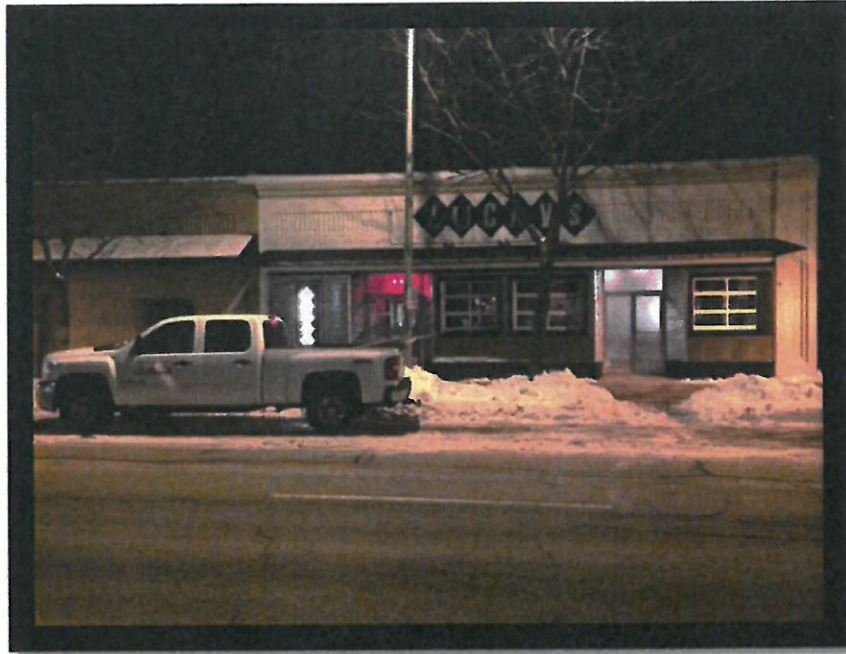


Galvanized metal
siding on all out-
side walls and
front trimmed
with aluminum
corners





This is a sample of the siding we did in Peoria Heights on Lucky's





**STANDARD SHORT FORM PROPOSAL AND AGREEMENT FOR
PROFESSIONAL SERVICES**

Client Name and Address: Wolf Construction

Brian Woelfle

2612 N. Bigelow

Peoria, IL 61604

Client Contact Information: 309-648-7273

brianwoelfle@yahoo.com

Project Name and Location: Commercial Structural Evaluation - Muse Salon

429 Court Street

Pekin, IL 61554

Effective Agreement Date: 12-15-2015

Client hereby authorizes Maurer-Stutz, Inc. (MSI, Engineer) to provide Professional Services in connection with the above referenced Project. Client's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows:

Structural Investigation of the commercial structure at 429 Court Street in Pekin, IL. This scope of work will include:

- Site Visit by an Engineer to observe the existing conditions
- Evaluation of the building to determine the structural condition
- Preparation of written documentation stating the findings and conclusions of this investigation, including general recommendations for any necessary repairs

Maurer-Stutz, Inc. proposes to provide professional services on the Project based on the following Fee Method:

Estimated Fee: \$800

This Proposal is subject to and governed by the General Terms and Conditions that are attached to hereby made a part of this agreement.

FOR OFFICE USE ONLY	
Proposal No.	
Project No.	233-15096.00
Effective April 1, 2011	

GENERAL TERMS AND CONDITIONS

TERMS OF PAYMENT: MSI will submit Invoices for work which has been completed and reimbursable expenses incurred. If any invoice is not paid within 30 days of invoice date, late payment charges of 1.5% per month, or fraction of a month, or the highest lawful interest rate of the state in which the CLIENT's office is located, will be due. Fees are not contingent on CLIENT receipt of funds. If invoices under this Agreement, or any other agreement with CLIENT, are not timely paid, MSI may, after giving seven day's written notice to CLIENT, suspend services under this Agreement.

FEE METHODS: CLIENT shall pay MSI on the basis of one of the following methods. The method to be used is stated on the front page of this Agreement.

1. **LUMP SUM:** When the Lump Sum method is utilized, the total amount billed shall include all Direct Payroll Expense costs, overhead business costs, profit, Reimbursable Expenses, and Subconsultant Expenses incurred by MSI. The Lump sum shall be a fixed amount unless a change of scope in the Scope of Services occurs. If a change of the Scope of Services occurs, such change shall be considered additional services and billed at MSI's current Hourly Rates. Monthly invoice statements will be submitted based on an estimated percent of completion of the services.
2. **HOURLY RATE:** When the Hourly Rate method is utilized, the hourly rate shall include all Direct Payroll Expense, overhead business costs, and profit due MSI for the services. Hourly Rates are established for technical classifications of individuals. If Hourly Rates are not listed in the Agreement, they shall be the rates currently in use by MSI for the type of work being done.
3. **MULTIPLIER:** When the Multiplier method is utilized, the hourly rate billed per individual expending time on the Project shall include that individual's Direct Payroll Expense (DPE) times a multiplier to cover overhead business costs plus profit. Direct Payroll Expense is defined as the total amount of an individual's labor cost, including basic wages and the mandatory and customary employee benefits, such as insurance, sick leave, holidays, vacations and others.

REIMBURSABLES: Reimbursable Expenses and Subconsultant Expenses incurred by MSI for the services shall be billed in addition to the hourly rate charges at an amount equal to actual cost plus 10 per cent. Reimbursable Expense is defined as the actual non-labor expenditure incurred on the project, and may include travel, printing, telephones, mailing, specialized equipment tests or others. Subconsultant Expense is defined as the actual expenditure for other firms in providing specialized studies, sub-surface explorations, or other services required on the Project.

In the event that collection proceedings are required to collect unpaid bills for MSI's services and expenses, CLIENT shall be responsible for all unpaid bills, due interest, and all costs incurred in the collection proceedings, including but not limited to attorney's fees, costs, travel, and employee wages, overhead and expenses at the rate specified in this Agreement, or at MSI's current hourly rate if no rate is specified.

ESTIMATES OF FEES, BASED ON DPE OR AT HOURLY RATE: Engineer's estimate of the amounts that will become payable for specified services are only estimates for planning purposes, are not binding on the parties, and are not the minimum or maximum amounts payable to Engineer under the Agreement. When estimated compensation amounts have been stated herein and it subsequently becomes apparent to Engineer that the total compensation amount thus estimated will be exceeded, Engineer shall give Client written notice thereof, allowing Client to consider its options, including suspension or termination of Engineer's services for Client's convenience. Upon notice, Client and Engineer promptly shall review the matter of services remaining to be performed and compensation for such services. Client shall either exercise its right to suspend or terminate Engineer's services for Client's convenience, agree to such compensation exceeding said estimated amount, or agree to a reduction in the remaining services to be rendered by Engineer, so that total compensation for such services will not exceed said estimated amount when such services are completed. If Client decides not to suspend the Engineer's services during the negotiations and Engineer exceeds the estimated amount before Client and Engineer have agreed to an increase in the compensation due Engineer or a reduction in the remaining services, then Engineer shall be paid for all services rendered hereunder.

CONSTRUCTION PHASE SERVICES: If, as a part of this Agreement, MSI is providing construction observation, MSI shall make visits to the construction site to observe the progress and quality of the contractor's(s) work to determine in general if such work is proceeding in accordance with the construction documents. MSI shall not be required to make exhaustive or continuous on-site inspections to check quality or quantity of such work. MSI shall not be responsible for the means, methods, techniques, sequences or procedures of construction or for the safety precautions and programs incident to the work of the contractor. MSI does not warrant or guarantee contractor's(s) work, and shall not be responsible for the failure of contractors to perform the work in accordance with the construction documents. With respect to the Standard of Care applicable to construction observation services, note the following:

- A. Engineer shall not at any time supervise, direct, control, or have authority over any contractor work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a contractor to comply with Laws and Regulations applicable to such contractor's furnishing and performing of its work.
- B. Engineer neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the Work in accordance with the Contract Documents.
- C. Engineer shall not provide or have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or for enforcement of construction insurance or surety bonding requirements.
- D. Engineer shall not be responsible for the acts or omissions of any Contractor, Subcontractor, or Supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees and its Consultants) at a Site or otherwise furnishing or performing any of a Contractor's work; or for any decision made regarding the Contract Documents, or any application, interpretation, or clarification of the Contract Documents other than those made by Engineer.
- E. While at a Site, Engineer's employees and representatives shall comply with the specific applicable requirements of Contractor's and Owner's safety programs of which Engineer has been informed in writing.

CHANGES IN THE SCOPE CHARACTER OR CONTENT OF THE PROJECT: Services resulting from significant changes in the scope, extent, or character of the portions of the Project designed or specified by Engineer or its design requirements including, but not limited to, changes in size, complexity, Owner's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date or are due to any other causes beyond Engineer's control will require a modification to the Agreement. Any changes, modifications or alterations to the Project's scope impacting cost or schedule will require that Engineer and Client mutually agree in writing to such changes or modifications to the Scope prior to undertaking them. Price modifications due to changes in Scope in this Proposal will be calculated by multiplying the rates given in Engineer's latest hourly rate schedule times the number of hours worked.

APPLICABLE LAWS: Unless otherwise specified, this Agreement shall be governed by the laws of the State of Illinois.

COMPLETE AGREEMENT: This Agreement represents the entire understanding of the parties and may not be modified except in writing.

MISCELLANEOUS: If the CLIENT issues a Purchase Order of which this Agreement becomes part, the terms of this Agreement will take precedence in the event of a conflict of terms. This document shall be governed by the laws of the State of Illinois. In the event that any part of this document is held invalid by any court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect.

Accepted By:

CLIENT:

Sign:

Print:

Title:

Date:

Brian A. Woelfke

Brian Woelfke

Owner

12-29-15

Submitted By:

MAURER-STUTZ, INC.

Sign:

Print:

Title:

Date:

R. J. Anderson

Rick J. Anderson, PE

Principal

12-15-2015

OPINIONS OF PROBABLE COST: Engineer's opinions of probable Construction Cost are to be made on the basis of Engineer's experience and qualifications and represent Engineer's best judgment as an experienced and qualified professional generally familiar with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by Engineer. If Owner requires greater assurance as to probable Construction Cost, Owner must employ an independent cost estimator.

INSPECTIONS: Unless otherwise provided for in this Agreement, any inspections of existing sites, structures, mechanical and electrical systems or other physical features of the Project are visual inspections only. Tests or extensive calculations are not performed unless specifically requested. CLIENT acknowledges that latent defects may be present and agrees to indemnify and hold harmless MSI and its employees against all claims, damages and losses including attorney's fees resulting from such latent defects. Inspections only cover the specific items listed in the Scope of Services of this Agreement. CLIENT acknowledges that the results of the inspection are meant for CLIENT use only. CLIENT agrees to indemnify and hold harmless MSI and its employees against all claims, damages and losses resulting from a third party's use of the results of the inspection.

NOTIFICATIONS: CLIENT represents and warrants that CLIENT has notified MSI of any known or suspected to CLIENT presence of hazardous materials or pollutants at the Site of the Project. Unless the Scope of Services includes investigation for hazardous or pollutant materials, MSI's extent of responsibility shall be to notify CLIENT if the presence of hazardous materials or pollutants on the Site of the Project becomes known by MSI.

ACCESS TO SITE: Unless otherwise stated, MSI will have access to the site for activities necessary for the performance of the Scope of Services. MSI will take reasonable precautions to minimize damage to property during these activities, but has not included the cost of repairing or restoring any resulting damage in the Fee, and will not be responsible for the cost of such.

CERTIFICATIONS, GUARANTEES, OR WARRANTIES: Engineer shall not be required to sign any documents, no matter by whom requested, that would result in the Engineer having to certify, guarantee, or warrant the existence of conditions whose existence the Engineer cannot ascertain. Owner agrees not to make resolution of any dispute with the Engineer or payment of any amount due to the Engineer in any way contingent upon the Engineer signing any such documents.

STANDARD OF CARE: Services performed by MSI under this Agreement will be conducted in a manner of care and skill ordinarily exercised by members of the profession in the same locale practicing under similar circumstances and conditions. No other representation expressed or implied, and no warranty or guarantee is intended or included in this Agreement, or in any report, opinion, document, or otherwise.

DESIGN WITHOUT CONSTRUCTION PHASE SERVICES: Engineer shall be responsible only for those Construction Phase services expressly required of Engineer in the Scope of Work. With the exception of such expressly required services, Engineer shall have no design, Shop Drawing review, or other obligations during construction and Owner assumes all responsibility for the application and interpretation of the Contract Documents, review and response to Contractor claims, contract administration, processing Change Orders, revisions to the Contract Documents during construction, construction surety bonding and insurance requirements, construction observation and review, review of payment applications, and all other necessary Construction Phase engineering and professional services. Owner waives all claims against the Engineer that may be connected in any way to Construction Phase engineering or professional services except for those services that are expressly required of Engineer in the scope of work.

LIMITATION OF LIABILITY: *Engineer's Liability Limited to Amount of Engineer's Compensation:* To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of Engineer and Engineer's officers, directors, members, partners, agents, employees, and Consultants, to Owner and anyone claiming by, through, or under Owner for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied of Engineer or Engineer's officers, directors, members, partners, agents, employees, or Consultants shall not exceed the total compensation received by Engineer under this Agreement.

MUTUAL INDEMNIFICATION: Subject to the provisions set forth herein, MSI and CLIENT hereby agree to indemnify and hold harmless each other and their respective shareholders, directors, officers, employees, agents (and each of their successors and assigns) from any and all claims, demands, liabilities, suits, causes of action, judgments, costs, and expenses, including reasonable attorneys' fees, arising or allegedly arising from personal injury, death, property damage, including loss of use thereof, due in any manner to the negligence of either of them, their agents, or employees. In the event both of them are at fault, then the liability shall be apportioned between them pursuant to their pro-rata share of negligence or fault. MSI and CLIENT further agree that their liability to any third party shall, to the extent permitted by law, be several and not joint. These indemnities shall not terminate upon termination or expiration of this Agreement.

OWNERSHIP OF DOCUMENTS: All documents produced by MSI under this Agreement shall remain the property of MSI and shall not be used by the CLIENT for any other purpose without the permission of MSI.

REUSE OF DOCUMENTS: All documents, including drawings and specifications, furnished by MSI pursuant to this Agreement are instruments of his services in respect of the project. They are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the project or on any other project. Any reuse without specific written verification or adaptation by MSI will be at CLIENT's sole risk and without liability or legal exposure to MSI. CLIENT shall indemnify and hold harmless MSI from all claims, damages, losses and expenses including attorney's fees arising out of or resulting therefrom.

TERMINATION OF SERVICES: This Agreement may be terminated by the CLIENT or MSI should the other fail to perform its obligations hereunder. In the event of termination, all reimbursable expenses and all Scope of Services rendered to date shall be paid by the CLIENT to MSI.

DELAY OF SERVICES: If a delay of services beyond the schedule agreed upon occurs for any reason other than for MSI's fault, it is understood and agreed to that such may result in additional fees, which shall be paid by CLIENT to MSI. If additional fees will be necessary, MSI will notify CLIENT prior to continuing the services.

DISPUTE RESOLUTION: Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

City of Pekin, Illinois

Downtown Facade Revitalization Program

APPLICANT CERTIFICATION FORM

*As Applicant(s) for participation in the City of Pekin's Downtown facade Revitalization Program,
I/we acknowledge with following statements.*

- ☒ To the best of my/our current knowledge, all information contained within the application is true and we hereby authorize the City of Pekin to verify any such information at its discretion.
- ☒ I/We have read and understand the Program Guidelines for Pekin Downtown facade Revitalization Program and agree to fully abide by said guidelines.
- ☒ I/We understand that my/our property must be located within the boundaries of the City of Pekin's Tax Increment Financing District (TIF) #1 in order to be eligible for program participation.
- ☒ I/We understand that a three (3) year contractual agreement will be signed with the City requiring prorated repayment of the City's financial injection in to the project in the event of: conversion of property to a non-commercial use; cessation of business operations; or, failure to properly maintain improvements to the property financed in part by the City.
- ☒ I/We have read and understand the Design Standards for the Pekin Downtown facade Program and agree to, the fullest extent feasible, perform all work on our property in compliance with these standards.
- ☒ I/We understand that my/our financial share of the total project's cost must all be expended, and appropriate project progress documented, prior to the injection of any City funds into the project.
- ☒ I/We understand the Owner/Applicant will be responsible for securing all required municipal permits and paying all associated fees prior to the onset of work.
- ☒ Due to a limitation on the amount of available program dollar funds, I/we understand that an eligible completed application is not necessarily a guarantee of project funding.
- ☒ I/We understand that the Owner of the property, if not the Applicant, must give written approval for project participation prior to approval.

- ☒ I/We understand that the subject property must have at least the ground level floor space devoted to commercial use to qualify for program participation.
- ☒ I/We understand that, barring the occurrence of unforeseen circumstances beyond the control of me/us as Applicant, I/we will be obligated to satisfactorily complete the work items (max of 1 year with eligible extension upon progress report submitted to Pekin Main Street Design Committee) as listed in the application.
- ☒ I/We understand that upon submitting a completed application and building assessment report, approval and recommendation from Main Street Design Committee, City Council will vote to pre-approve application and City funds will be distributed upon inspected project completion.

Applicant(s) Signature: _____

Date: _____

11/9/15

Date: _____

Submit to: Leigh Ann Matthews, City of Pekin, 111 S. Capital St., Pekin, IL 61554

Brown, Leigh Ann

From: Karen Walker <musesalon429@aol.com>
Sent: Monday, November 16, 2015 11:02 PM
To: Brown, Leigh Ann
Subject: Tif (Requested for Application)

Hello my name is Karen Walker, I own Muse Salon at 429 Court St. We have been in business for over year now. I'm at a point where I can redo the façade on my building. Is my passion and my dream to have a business downtown. And I would like to apply for a tiff grant to help me give my store front some curb appeal. I am in it for the long haul! So please consider my request.

Thank you for your consideration,
Karen

TIF Façade Program

MUSE Salon Project

429 Court Street

Structural improvements

Remove current soffit and façade material

Install new galvanized and aluminum material

Sign, lights and awning

Total (lowest bid) \$7,450.00

TIF Façade program covers ½ of cost (not to exceed \$12,500)

TIF Façade Program eligible amount \$3,725

Structural Report \$800.00

TIF Façade Amount \$3,725 plus \$800.00 for structural report (fully refundable in program)

TIF Façade Total \$4,525.00



REQUEST FOR COUNCIL ACTION

To: Mayor McCabe and Council Members

CC: Traffic Safety Committee, Sue McMillan, Bob Shaw, & City Attorney

From: Kurt Nelson Fire Chief, Chairman Traffic Safety

AGENDA ITEM: No Parking near Fall Ave

AGENDA DATE REQUESTED: February 22, 2016

ACTION REQUESTED: Approve the change to the No Parking Ordinance to reflect no parking 30' Northwest of Fall Ave on 10th St.

BACKGROUND: A request from the Solid Waste Department was presented to the Traffic Safety Committee and was discussed at the February 5, 2016 Traffic Safety Meeting to improve access. This location was discussed with several aspects in mind: solid waste, police, fire and ambulance servicing. The Police Chief and Fire Chief were going to look into the location as well to confirm if no parking was needed on both sides of 10th St, while Bill Scarcliff verified the direction in which the solid waste vehicles travel along 10th St. See the attached map with the signage noted.

FINANCIAL IMPACT: There will be no actual cost of two street signs, just the cost of manpower to install them. 2 men ½ hr. labor \$28.41

NEIGHBORHOOD CONCERNS: The proposed change will allow access for not only solid waste vehicles; but also emergency responders to Fall Avenue.

IMPACT IF APPROVED: Solid waste vehicles will be able to pick up refuse appropriately and safely on a weekly basis. As a long term impact emergency vehicles will also have improved accessibility to the street.

IMPACT IF DENIED:

ALTERNATIVES:

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS:

REQUIRED SIGNATURES

Department Director

02-17-2016
Date

Finance Department

(Certification of Availability of Funds)

2-17-16
Date

Corporation Counsel

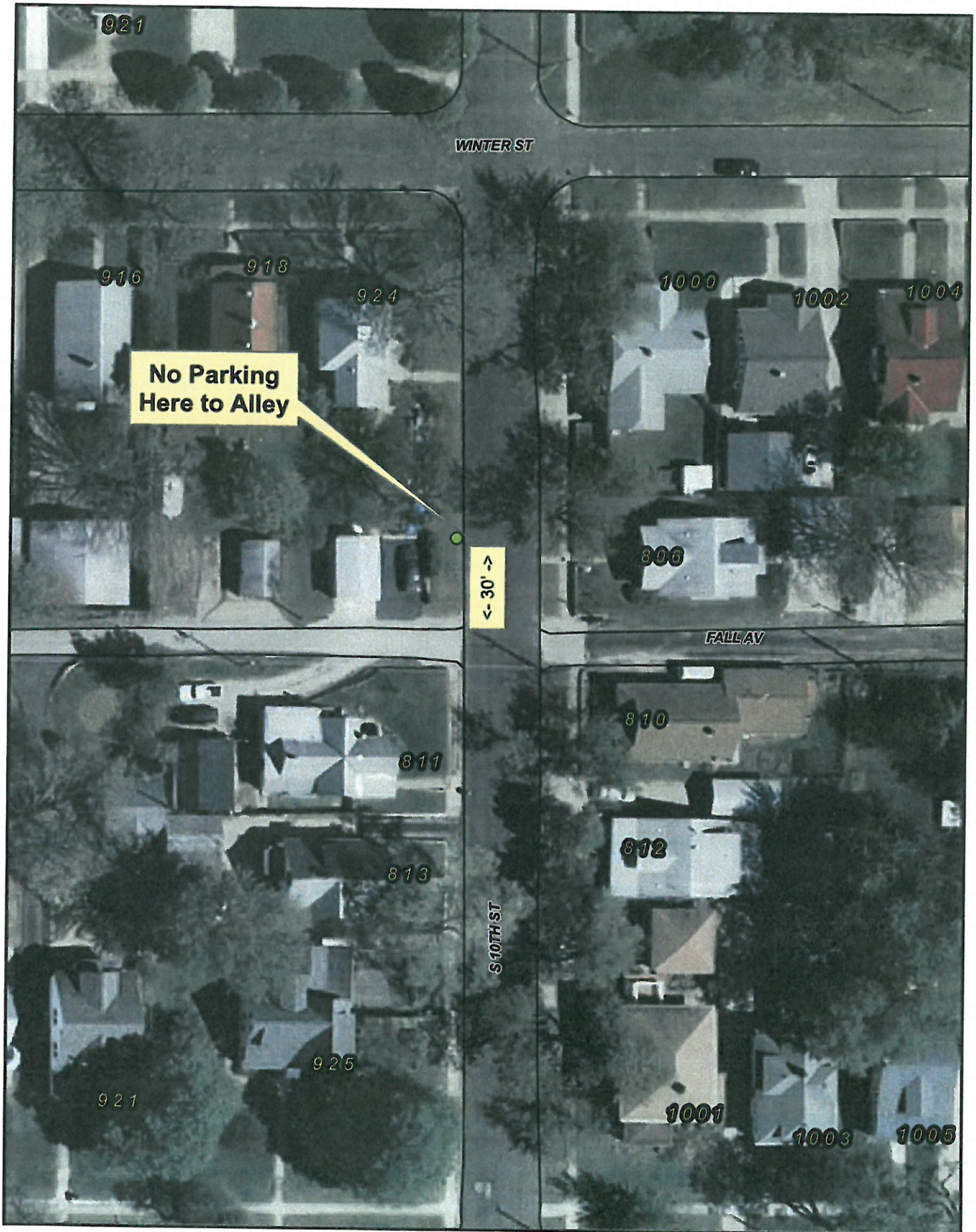
(Certification of Review)

Date

City Manager

02/17/16
Date

0 15 30 60 90 120 Feet



CITY OF PEKIN

ORDINANCE NO. 1462-A344-15/16

**AN ORDINANCE AMENDING TITLE 8, CHAPTER 4, SECTION 1. D.
OF THE CODE OF THE CITY OF PEKIN 1995
REGARDING NO PARKING SCHEDULE
10TH STREET AT FALL AVENUE**

**PASSED BY THE CITY COUNCIL
OF THE CITY OF PEKIN
THE 22ND DAY OF FEBRUARY 2016**

**PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE CITY
COUNCIL OF THE CITY OF PEKIN, TAZEWELL COUNTY, ILLINOIS,
THIS 22 DAY OF FEBRUARY 2016**

**EFFECTIVE
MARCH 3, 2016**

ORDINANCE NO. 1462-A344 -15/16

**AN ORDINANCE AMENDING TITLE 8, CHAPTER 4, SECTIONS 1. D
OF THE CODE OF THE CITY OF PEKIN 1995
REGARDING NO PARKING SCHEDULE**

WHEREAS, the City of Pekin is a home rule municipality as described in Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and as such may exercise any power and function pertaining to its government and its affairs; and

WHEREAS, the Code of the City of Pekin 1995 was adopted on April 10, 1995, and duly published in book form; and

WHEREAS, the Traffic Safety Committee reviewed request for alternatives for parking and restricting parking on 10th Street for service vehicle access onto a narrow streets, Fall Avenue, at the meeting of February 5, 2016; and

WHEREAS, the Traffic Safety Committee recommends to Council to consider restricting parking in the area frequented by parked vehicles.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF
THE CITY OF PEKIN, ILLINOIS:**

1. That Title 8, Chapter 4, Section 1. D. be amended by deleting the existing No Parking Schedule dated May 26, 2015 in its entirety, and inserting the No Parking Schedule dated February 22, 2016 attached hereto and incorporated herein by this reference.

BE IT FURTHER ORDAINED that all other parts of the Code of the City of Pekin 1995 as amended except as modified herein are hereby reaffirmed and ratified and are in full force and effect.

BE IT FURTHER ORDAINED that all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

BE IT FURTHER ORDAINED that this Ordinance shall be in full force and effect upon its passage, approval and publication as required by law.

PASSED AND APPROVED at the regular meeting of the City Council of the City of Pekin, this _____ day of _____, 2016; and upon roll call the vote was as follows:

AYES:

NAYS:

ABSENT:

ABSTAINING:

APPROVED this _____ day of _____, 2016.

Mayor

ATTEST:

City Clerk

CERTIFICATE

THE UNDERSIGNED CERTIFIES THAT SHE IS THE CITY CLERK FOR THE CITY OF PEKIN, ILLINOIS, AND THAT THE CITY COUNCIL AT A REGULARLY CONSTITUTED MEETING OF SAID CITY COUNCIL OF THE CITY OF PEKIN ON THE 22ND DAY OF FEBRUARY 2016 ADOPTED ORDINANCE NO. 1462-A344-15/16 A TRUE AND CORRECT COPY OF WHICH IS CONTAINED IN THIS PAMPHLET.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2016.

(SEAL)

SUE E. MCMILLAN
CITY CLERK

Time	Duration	Days	On Street	At or From	To	Direction of Traff	Side	Date of Adoption
Total	Always	All days	Ann Eliza Street	South 11th Street	South 12th Street	East-West	Both	
Total	Always	All days	Ann Eliza Street	North 8th Street	North 2nd Street	West	Both	
Total	Always	All days	Avon Street	50' south of corner	Charles Street	South	West	02-28-11
Total	Always	All days	Barney Avenue	Court Street	Griffin Drive	North	Both	
Total	Always	All days	Broadway	Front Street	Eastern City Limit	East-West	Both	
Total	6:00am-6:00pm	Mon-Fri	Buena Vista	Broadway	South 620'	North	East	
15 min	6am-6pm	Mon-Fri	Buena Vista	Broadway	South 540'	South	West	
Total	Always	All days	Caroline Street	North 2nd Street	P & PU Railroad	East	South	
2 hours	9am-5pm	Mon-Sat	Center Street	South 13th Street	Garden Street	East-West	Both	09-12-05 permit
Total	Always	All days	Charles Street	Summer Street	3rd Street	East-West	Both	
Total	Always	All days	Charles Street	50' from corner	Avon Street	East	South	02-28-11
Total	Always	All days	Charles Street	Mechanic Street	Maple Street	East-West	Both	
Total	Always	All days	Christopher Street	Alley north to	Lucille	North-South	Both	
2 hour	8am-4pm	School	Commonwealth	East Shore Drive	East end	East-West	Both	
Total	Always	All days	Court Street	Broadway	North 6th Street	West	Both	
2 hours	9am-5pm	Mon-Sat	Court Street	South 2nd Street	Broadway	East	Both	
Total	Always	All days	Court Street	South 8th Street	Eastern City Limit	East-West	Both	
Total	Always	All days	Court Street	South 4th Street	80' West	East	South	
2 hours	9am-5pm	Mon-Sat	Court Street	North 6th Street	North 2nd Street	West	Both	
2 hours	8am-4pm	School	Court Street (Frontage)	East Shore Drive	West Shore Drive	East-South	Both	
Total	Always	All days	Cynthia Street	Broadway	South 2nd Street	West	Both	
Total	Always	All days	Derby Street	Circle Dr Salvation Ar	South Second	West	North	05-29-12
Total	Always	All days	Derby Street	Morton Street	South 10th Street	West	Both	
15 min	Always	All days	Derby Street	Allen / RR Tracks	Circle Dr Salvation Ar	West	North	05-29-12
Total	Always	All days	Distillery Road	Front Street	115' South of Front	West	North	08-23-10
2 hours	8am-4pm	School	East Shore Drive	Court Street	Commonwealth	North-South	Both	
Total	Always	All days	Elizabeth Street	Broadway	South 5th Street	West	South	
2 hours	9am-5pm	Mon-Sat	Elizabeth Street	South Third Street	Capitol Street	East	South	
Total	Always	All days	Elizabeth Street	South Third Street	Capitol Street	West	North	
2 hours	9am-5pm	Mon-Sat	Elizabeth Street	Broadway	South 3rd Street	West	Both	
2 hours	9am-5pm	Mon-Sat	Elizabeth Street	South 3rd Street	South 5th Street	East	Both	
Total	8:00am-5:00pm	Mon-Fri	Elizabeth Street	120 Elizabeth Street	50'	East	South	11-26-12
Total	Always	All days	Elm Street	Mechanic Street	3rd Street	East-West	Both	
Total	Always	All days	Enterprise Drive	South 2nd Street	Riverway Drive	East-West	Both	
Total	Always	All days	Entrance Drive	Orr Avenue	Court Street	North-South	Both	
Total	Always	All days	Florence Street	1201 entrance	30' north and 30' sout	South	West	09-24-12
Total	8-9am & 2-4pm	School	Haines Avenue	St. Joseph Place	30ft SW Corner	South	West	03-25-13

Time	Duration	Days	On Street	At or From	To	Direction of Traff	Side	Date of Adoption
2 hours	Always	All days	Haines Avenue	St Joseph Place	Hillyer Street	North/South	Both	08-25-14 permit
2 hours	9am-5pm	Mon-Sat	Haines Avenue	Hillyer Street	St Joseph Place	North-South	Both	
Total	Always	All days	Hanna Drive	South 2nd Street	South 5th Street	East-West	Both	01-15-10 edit
Total	Always	All days	Hecker Court	Winter Street	East/West Alley	North	East	09-2-10
Total	Always	All days	Highwood Avenue	Valle Vista Boulevard	Summit Drive	South	West	
Total	Always	All days	Highwood Avenue	Valle Vista Boulevard	Summit Drive	South	Both	
Total	8:15am-8:45am	School	Highwood Avenue	341' South of Melanie	456' North of Powers	North	East	
2 hours	Always	All days	Hillyer Street	South 6th Street	South 7th Street	East/West	Both	08-25-14 permit
Total	Always	All days	Illinois Street	North 14th Street	Earl Street	West	Both	
Total	Always	All days	Koch Street	Railroad Tracks	South 5th Street	West	North	10-15-13
Total	Always	All days	Koch Street	South 2nd Street	Railroad Tracks	East	South	10-15-13
Total	Always	All days	Koch Street	South 5th Street	South 14th Street	East	South	10-15-13
Total	Always	All days	Koch Street	Southmoor Street	30' east/west entranc	East	South	10-15-13
Total	Always	All days	Koch Street	South Fourth Street	30' east/west entranc	East	South	10-15-13
Total	Always	All days	Lawndale Avenue	North 8th Street	Terrace Boulevard	East	Both	
Total	Always	All Days	Maple Street	Elm Street	Northern dead end	South	West	09-22-08
Total	Always	All days	Margaret Street	North 12th Street	North 13th Street	East	South	
Total	Always	All days	Margaret Street	North 2nd Street	Court Street	East	Both	
Total	Always	All days	Market Street	North 7th Street	North 8th Street	East-West	Both	
Total	Always	All days	Market Street	North 6th Street	North 5th Street	West	Both	
Total	Always	All days	Market Street	North 19th Street	East dead end of stre	East-West	Both	
Total	8:15am-8:45am, School	School	Matilda Street	North 13th Street	North 14th Street	East-West	North	
Total	Always	All days	McLean Street	2nd Street	West end	East-West	Both	
Total	Always	All days	McLean Street	Rosenberg Court	35' East of Rosenberg	East	South	
Total	Always	All days	McLean Street	151' West of 8th Street	225' West of 8th Stre	West	North	
Total	Always	All days	Mechanic Street	Elm Street	Prince Street	North	East	09-22-08
Total	Always	All days	Meyers Court	South 12th Street	West end	East-West	Both	
2 hours	8am-4pm	School	Monge Avenue	Court Street	Commonwealth	North-South	Both	
Total	Always	All days	North 11th Street	Broadway	Willow Street	North	Both	
Total	Always	All days	North 14th Street	Broadway	Ann Eliza Street	North	Both	
Total	Always	All days	North 14th Street	100' North of Willow	135' North of Willow	South	West	
Total	Always	All days	North 18th Street	James Road	50' South of James R	South	West	
Total	10pm-6am	All days	North 19th Street	Market Street	Broadway	South	West	
Total	Always	All days	North 20th Street	Broadway	Market Street	North	West	
Total	Always	All days	North 20th Street	Broadway	Market Street	North	East	
Total	Always	All days	North 2nd Street	P & PU Railroad	Catherine Street	South	Both	
Total	Always	All days	North 2nd Street	Ann Eliza Street	Caroline Street	North	East	
Total	Always	All days	North 2nd Street	Railroad tracks	Court Street	South	Both	

Time	Duration	Days	On Street	At or From	To	Direction of Traff	Side	Date of Adoption
Total	Always	All days	North 2nd Street	Sheridan Road	Caroline Street	South	Both	
Total	Always	All days	North 2nd Street	Sommerset Street	Sheridan Road	North-South	Both	
Total	Always	All days	North 3rd Street	Court Street	Sommerset Street	North	Both	
2 hours	9am-5pm	Mon-Sat	North 4th Street	Caroline Street	Ann Eliza	South	Both	
2 hours	9am-5pm	Mon-Sat	North 4th Street	Margaret Street	Court Street	South-North	Both	
2 hours	9am-5pm	Mon-Sat	North 4th Street	Margaret Street	Court Street	South-North	Both	
Total	Always	All days	North 5th Street	Broadway	Willow Street	North-South	Both	
2 hours	9am-5pm	Mon-Sat	North 6th Street	Court Street	North to Alley	North	East	
Total	Always	All day	North 6th Street	Court Street	100' North	North	East	
Total	Always	All days	North 6th Street	Margaret Street	Caroline Street	North	East	
2 hours	9am-5pm	Mon-Sat	North 6th Street	Caroline Street	Court Street	South	West	
Total	Always	All days	North 7th Street	North 8th Street	Ann Eliza Street	South	Both	
30 min	9am-5pm	Mon-Sat	North 7th Street	Ann Eliza Street	Margaret Street	South	East	
Total	Always	All days	North 7th Street	Ann Eliza Street	Margaret Street	South	West	
Total	Always	All days	North 8th Street	North 7th Street	Northern city limits	North-South	Both	
2 hours	9am-5pm	Mon-Sat	North Capitol Street	Court Street	Caroline Street	North-South	Both	
2 hours	8am-4pm	School	North Shore Drive	East Shore Drive	West Shore Drive	East-West	Both	
Total	Always	All days	Olt Avenue	Court Street	90ft N Griffin	North-South	West	04-27-15
Total	Always	All days	Olt Avenue	Court Street	Valle Vista Boulevard	North-South	East	04-27-15
Total	Always	All days	Olt Avenue	170ft N Griffin Drive	Valle Vista Boulevard	North-South	West	04-27-15
Total	Always	All Days	Orchard Street	Broadway Road	Northern dead end	North	East	09-22-08
2 hours	9am-5pm	Mon-Sat	Park Avenue	South 12th Street	13th Street	East	South	
Total	Always	All days	Park Avenue	South 13th Street	North 14th Street	East	South	09-22-08
15 min	9am-5pm	Mon-Sat	Park Avenue	South 13th Street	South 14th Street	West	North	
Total	Always	All days	Park Avenue	South 14th Street	Court Street	East	South	
2 Hours	Always	All days	Park Avenue	South 14th Street	Court Street	West	North	
Total	Always	All days	Parkway Drive	368' South of Sherida	427' South of Sherida	North	East	
Total	Always	All days	Parkway Drive	Court Street	Northern City Limit	North-South	Both	
Total	Always	All days	Peoria Street	Derby Street	Koch Street	North/South	East	03-24-14
Total	Always	All days	Pine Street	Maple Park Drive	70' West	West	North	
Total	Always	All days	Pine Street/Maple Park	walk @ apt Pine Street	drive @ apt Maple Par	East/North	South/	08-24-09
Total	Always	All days	Powers Avenue	Highwood Avenue	Entrance Drive	East-West	Both	
Total	Always	All days	Prince Street	South 12th Street	South 14th Street	East-West	Both	
Total	7:30am-5pm	School	Prince Street	South Capitol Street	South 4th Street	East	South	
Total	Always	All days	Prince Street	South 8th Street	South 9th Street	East-West	Both	
Total	Always	All days	Prince Street	South 8th Street	300' West	West	North	
Total	Always	All days	Prince Street	Summer Street	3rd Street	East-West	Both	
Total	Always	All days	Riverway Drive	Koch Street	Hanna Drive	North-South	Both	

Time	Duration	Days	On Street	At or From	To	Direction of Traff	Side	Date of Adoption
Total	Always	All days	RWBP Frontage Rd	Enterprise Drive	North End	North-South	Both	
Total	Always	All days	Sabella Street	South 2nd Street	South 3rd street	East	South	04-07-10 *
Total	8am-5pm	Mon-Fri	Sabella Street	South 3rd Street	South 2nd Street	West	North	04-26-10
hours	9am-5pm	Mon-Sat	Sabella Street	South 3rd Street	Broadway	East-West	Both	
Total	Always	All days	Sheridan Road	Parkway Drive	200' East	East-West	Both	05-23-11
Total	Always	All days	Sheridan Road	North 14th Street	200' East	East-West	Both	05-23-11
Total	Always	All days	Sheridan Road	600 ' east of Redwoo	Lick Creek Bridge	East-West	Both	
Total	Always	All days	Sommerset Street	North 3rd Street	North 2nd Street	North	Both	
Total	Always	All days	Sommerset Street	Lakeside Avenue	40' North of Lakeside	North	West	
Total	Always	All days	South 10th Street	Fall Avenue	30' north of Fall alley	South	West	02-22-16
Total	Always	All days	South 10th Street	Park Avenue	105' South	North	East	
Total	Always	All days	South 10th Street	Oxford Street	Charles Street	North-South	East	10-14-08
Total	Always	All days	South 10th Street	Washington Street	Court Street	North	East	
Total	Always	All Days	South 11th Street	Court Street	Park Avenue	South	West	09-22-08
Total	Always	All Days	South 12th Street	Court Street	Park Avenue	South	West	09-22-08
Total	Always	All days	South 13th Street	Park Avenue	Martha Street	North	East	
Total	Always	All days	South 13th Street	Center Street	Court Street	North-South	Both	09-12-05 permit
Total	Always	All days	South 14th Street	Broadway Road	Alley South	South	Both	
Total	Always	All days	South 14th Street	Center Street	Court Street	North-South	Both	
Total	Always	All Days	South 18th Street	Saratoga Street	Henry Street	North	East	09-22-08
Total	Always	All days	South 18th Street	West Shore Drive	40' South	South	East	
Total	Always	All days	South 18th Street	Tennell Road	40' South	South	East	
Total	Always	All days	South 2nd Street	Court Street	Washington Street	South	Both	
Total	Always	All days	South 2nd Street	Southern city limit	Washington Street	North-South	Both	
Total	Always	All days	South 3rd Street	150' North of Winter	145' to corner of McL	North	East	
Total	Always	All days	South 3rd Street	Broadway	Court Street	North	Both	
Total	Always	All days	South 3rd Street	Broadway Road	Franklin Street	South	West	
Total	Always	All days	South 4th Street	St Mary Street	100' South	South		
Total	Always	All days	South 4th Street	Broadway	400' South	South	Both	
2 hours	9am-5pm	Mon-Sat	South 4th Street	Elizabeth Street	Court Street	South-North	Both	
2 hours	9am-5pm	Mon-Sat	South 4th Street	Court Street	Broadway	South	Both	
2 hours	9am-5pm	Mon-Sat	South 4th Street	St Mary Street	Court Street	North	Both	
30 min	9am-5pm	Mon-Sat	South 4th Street	Broadway	St Mary Street	North	Both	
Total	Always	All days	South 4th Street	Court Street	North 100'	North-South	Both	
2 hours	9am-5pm	Mon-Sat	South 4th Street	Broadway	52' South of Court Str	South	West	
Total	Always	All days	South 5th Street	Derby Street	Koch Street	South	Both	08-27-12
15 mins	Always	All days	South 5th Street	Derby Street	130' south of Derby	South	West	08-27-12

Time	Duration	Days	On Street	At or From	To	Direction of Traff	Side	Date of Adoption
2 hours	9am-5pm	Mon-Sat	South 6th Street	Hillyer Street	St Joseph Place	North	Both	
15 minu	9am-5pm	Mon-Sat	South 6th Street	St Joseph Place	Broadway	North	Both	
Total	Always	All days	South 6th Street	Broadway	Court Street	North-South	Both	
Total	Always	All days	South 7th Street	60' North of Derby	95' North of Derby	North	West	
Total	Always	All days	South 7th Street	95' South of Park Ave	180' South	South	West	12-14-09
Total	Always	All days	South 7th Street	Derby Street	50' North of Derby Str	North	East	
Total	Always	All days	South 8th Street	Cul-de-sac	Prince Street	North	East	09-22-08
Total	7:30am-5pm	School	South Capitol Street	Prince Street	South 80'	North	Both	
Total	Always	All days	South Capitol Street	Washington Street	from stop signs 90' S	North	Both	
2 hours	9am-5pm	Mon-Sat	South Capitol Street	Broadway	Court Street	North	Both	
2 hours	9am-5pm	Mon-Sat	South Capitol Street	Court Street	Sabella Street	South	Both	
Total	Always	All days	South Capitol Street	Washington Street	Broadway	North	West	
Total	Always	All days	St Joseph Place	South 7th Street	South 6th Street	West	North	
2 hours	9am-5pm	Mon-Sat	St Joseph Place	South 6th Street	South 7th Street	East	South	
2 hours	9am-5pm	Mon-Sat	St Mary Street	South 3rd Street	Broadway	East-West	Both	
Total	8-9am & 2-4pm	School	St. Joseph Place	Haines Avenue	30ft SW Corner	East	South	03-25-13
Total	Always	All days	Stadium Drive	Court Street	Parkway Drive	East-West	Both	
Total	Always	All days	Starcevic Court	South 6th Street	40'	West	North	05-26-15
Total	Always	All days	State Street	North 5th Street	40'	East-West	Both	
Total	Always	All days	Sycamore Street	Royal Street	Lucille Street	South	West	
Total	Always	All days	Third Avenue	Washington Street	Broadway	North	Both	
Total	Always	All days	Veerman Street	810' North of Willow	895' North of Willow	North	East	
Total	Always	All days	Veerman Street	535' North of Willow	620' North of Willow	North	East	
Total	Always	All days	Washington Street	South 6th Street	88'	East	North	
Total	Always	All days	Washington Street	South 6th Street	50' East	West	North	
Total	Always	All days	Washington Street	165' East of Buena Vi	230' East of Buena Vi	West	North	
Total	Always	All days	Washington Street	105' East of Capitol	185' West of Capitol	West	North	11-24-08
Total	Always	All days	Washington Street	Bacon Street	South 6th Street	East	South	
Total	Always	All days	Washington Street	200' West of Court	Court Street	East	South	
Total	Always	All days	Washington Street	South 6th Street	50' West	West	North	
Total	Always	All days	Washington Street	Capitol Street	82' West of Capitol	East	South	
2 hours	9am-5pm	Mon-Sat	Washington Street	200 feet east of 10th	10th Street	East	South	
Total	Always	All days	Willow Street	Parkway Drive	200' East	East-West	Both	05-23-11
Total	Always	All days	Willow Street	North 14th Street	200' East	East-West	Both	05-23-11
Total	Always	All days	Winter Street	Hecker	South 10th Street	West	North	09-22-08*
Total	Always	All days	Woodlawn Court	Summer Street	Charles Street	West	Both	

0 15 30 60 90 120 Feet



old

- B. Stand or park a vehicle, whether occupied or not, except momentarily to pick up or discharge passengers:
1. In front of a public or private driveway;
 2. Within fifteen feet (15') of a fire hydrant;
 3. Within twenty feet (20') of a crosswalk at any intersection;
 4. Within thirty feet (30') upon the approach to any flashing signal, yield sign or traffic-control signal located at the side of a roadway;
 5. Within twenty feet (20') of the driveway entrance to any fire station; within seventy-five feet (75') of such entrance when properly signposted;
 6. At any place where official signs prohibit standing or parking.
 7. Within fifteen feet (15) on either side of a curbside residential mailbox from Monday-Saturday 8:00 A.M. to 5:00 P.M. when such parking actually interferes with the delivery of mail. (Ord. No. 1462-A323-12/13 02/25/13)
- C. Park a vehicle, whether occupied or not, except temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers:
1. Within fifty feet (50') of the nearest rail of a railroad crossing;
 2. At any place where official signs prohibit parking.
 3. This section shall not apply to vehicles properly parked in marked diagonal stalls.
(Ord. No. 1462-A316-12/13 08/27/12)

D. RESTRICTED PARKING: No person shall park a vehicle on:

Control	On Street	At or From	To	Direction	Side
---------	-----------	------------	----	-----------	------

SEE PARKING SCHEDULE
(Ord. No. 1462-A341-15/16 05-26-15 last update)

- E. RESTRICTED PARKING WITH PERMIT
- (i) Parking will be allowed on Center Street between 13th Street and Garden Street between the hours of 9:00 am and 5:00 pm, Monday through Saturday, by vehicles displaying a valid permit in the lower left hand corner of the vehicle's rear window. All non-permit holding vehicles remain subject to the two hour parking limitation as set forth in the Restricted Parking Schedule of Title 8, Chapter 4, Section D. Said permits will be available at the City of Pekin Police Department for an annual fee of \$10.00 per authorized vehicle upon proof of residency and vehicle registration to that Center Street address.

New

- B. Stand or park a vehicle, whether occupied or not, except momentarily to pick up or discharge passengers:
1. In front of a public or private driveway;
 2. Within fifteen feet (15') of a fire hydrant;
 3. Within twenty feet (20') of a crosswalk at any intersection;
 4. Within thirty feet (30') upon the approach to any flashing signal, yield sign or traffic-control signal located at the side of a roadway;
 5. Within twenty feet (20') of the driveway entrance to any fire station; within seventy-five feet (75') of such entrance when properly signposted;
 6. At any place where official signs prohibit standing or parking.
 7. Within fifteen feet (15') on either side of a curbside residential mailbox from Monday-Saturday 8:00 A.M. to 5:00 P.M. when such parking actually interferes with the delivery of mail. (Ord. No. 1462-A323-12/13 02/25/13)
- C. Park a vehicle, whether occupied or not, except temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers:
1. Within fifty feet (50') of the nearest rail of a railroad crossing;
 2. At any place where official signs prohibit parking.
 3. This section shall not apply to vehicles properly parked in marked diagonal stalls.
(Ord. No. 1462-A316-12/13 08/27/12)

D. **RESTRICTED PARKING:** No person shall park a vehicle on:

Control	On Street	At or From	To	Direction	Side
---------	-----------	------------	----	-----------	------

SEE PARKING SCHEDULE

(Ord. No. 1462-A344-15/16 02-22-16 last update)

E. **RESTRICTED PARKING WITH PERMIT**

- (i) Parking will be allowed on Center Street between 13th Street and Garden Street between the hours of 9:00 am and 5:00 pm, Monday through Saturday, by vehicles displaying a valid permit in the lower left hand corner of the vehicle's rear window. All non-permit holding vehicles remain subject to the two hour parking limitation as set forth in the Restricted Parking Schedule of Title 8, Chapter 4, Section D. Said permits will be available at the City of Pekin Police Department for an annual fee of \$10.00 per authorized vehicle upon proof of residency and vehicle registration to that Center Street address.

**ORDINANCE NO. 1568-A204-15/16
AN ORDINANCE PROVIDING FOR THE
REZONING OF CERTAIN PROPERTY
PIN 04-04-35-344-001 AND PIN 04-04-35-343-009
904 N. 10TH STREET**

WHEREAS, the City of Pekin is requesting rezoning of the parcels herein described, in this ordinance; and

WHEREAS, RODNEY E. MC CLANAHAN AND JUDITH E. MC CLANANHAN, AS JOINT TENANTS, are the owner of the parcels herein described; and

WHEREAS, the Petitioner has requested that the property hereinafter described be rezoned from the current zoning of R-4 (Residential District) to OS-1 (Office Service District); and

WHEREAS, the Petitioner has given due notice to all interested parties; and notice of a public hearing was duly published according to the law on January 28, 2016 in the Peoria Journal Star, Tazewell County, Illinois; and

WHEREAS, pursuant to notice duly published according to law, the Planning Commission held a public hearing at 5:30 p.m. on February 10, 2016, and subsequent to said hearing duly transmitted its recommendations to the City Council recommending the zoning of said properties.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS:

1. That the following described property is hereby zoned as OS-1 (Office Service District):

PIN 04-04-35-344-001 and PIN 04-04-35-343-009

Lots "A" and "B" of I. B. Sherman's Subdivision of Lots 4, 5, and 6 in Block Three (3) of Campbell, Durley and Newhall's Addition to the City of Pekin, reference being made to the plat of said subdivision recorded in Plat Book "N" page 31, in the Recorders Office of Tazewell County, Illinois, situated in Tazewell County, Illinois

The North seventy-five (75) feet of Lot 1 Block 2 in Campbell, Durley and Newhall's Addition to the Original Town, now City of Pekin, Tazewell County, Illinois.

BE IT FURTHER ORDAINED that this Ordinance shall be in full force and effect upon its passage and approval.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Pekin, this 22th day of February 2016; and upon roll call the vote was as follows:

AYES:

NAYS:

ABSENT:

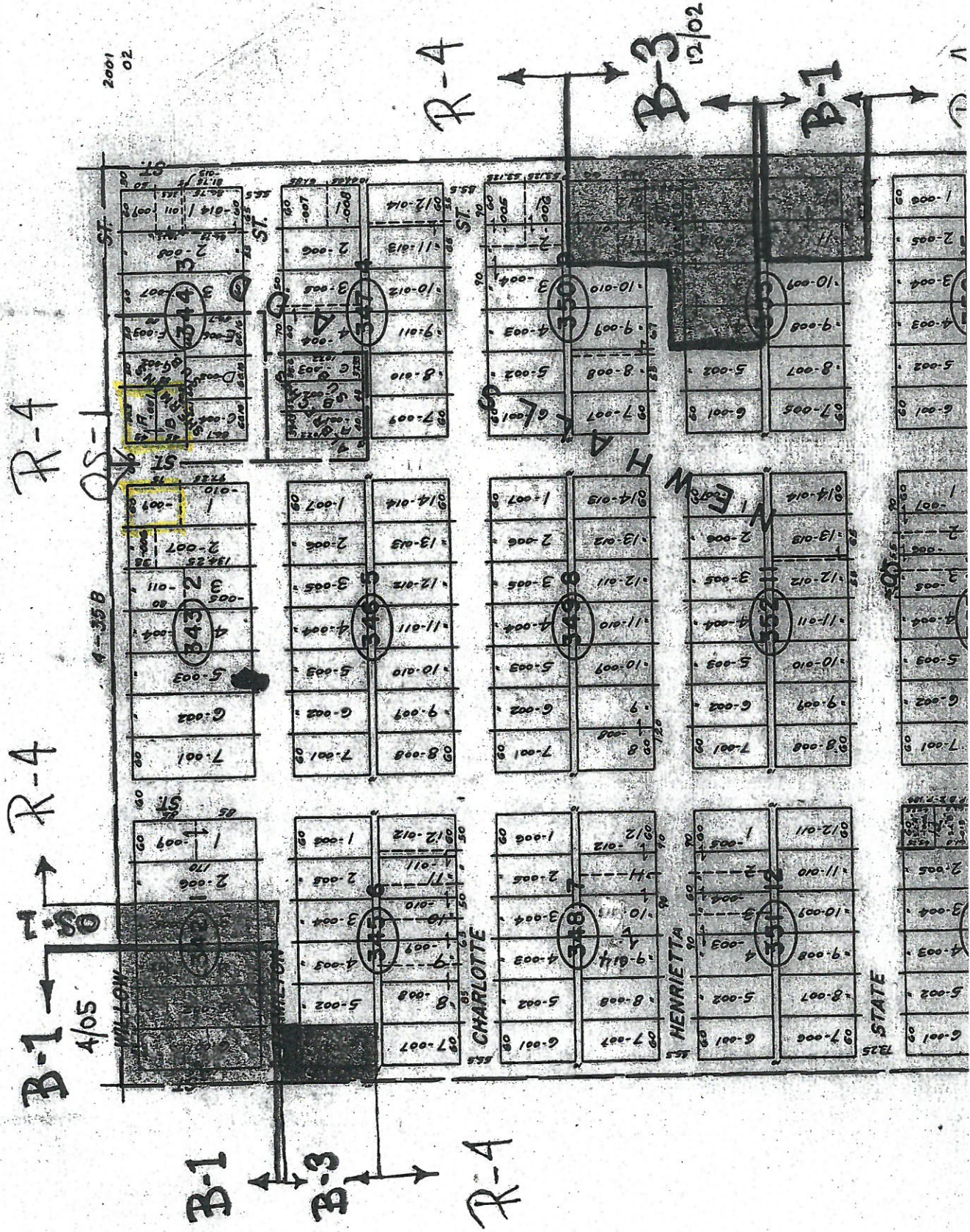
ABSTAINING:

APPROVED this _____ day of _____, 20_____.

MAYOR

ATTEST:

CITY CLERK



CERTIFICATE

I, SUE E. MCMILLAN, CITY CLERK IN AND FOR THE CITY OF PEKIN, IN THE COUNTIES OF TAZEWELL AND PEORIA, IN THE STATE OF ILLINOIS, AND KEEPER OF THE RECORDS AND FILES THEREOF, AS PROVIDED BY STATUTE, DO HEREBY CERTIFY THE ATTACHED TO BE A TRUE, PERFECT AND COMPLETE COPY OF ORDINANCE NO. 1568-A204-15/16 ADOPTED BY THE CITY COUNCIL OF THE CITY OF PEKIN AT ITS COUNCIL MEETING HELD ON February 22, 2016.

GIVEN UNDER MY HAND AND SEAL THIS 22nd DAY OF February, 2016.

(SEAL)

Sue E. McMillan

SUE E. MCMILLAN
CITY CLERK



904 N 10TH ST



RELEASE DEED

KNOW ALL MEN BY THESE PRESENTS

That the **FIRST STATE BANK OF PEKIN, PEKIN, ILLINOIS** hereby acknowledges full payment of the mortgage dated February 11, 1992, executed by

RODNEY E. MC CLANAHAN AND JUDITH E. MC CLANAHAN, as joint tenants to the undersigned corporation, recorded in Volume 3545, Page 281, in the Recorder's Office of Tazewell County, Illinois; and hereby releases the same, which mortgage covers the following described premises to-wit:

Lots "A" and "B" of I. B. Sherman's Subdivision of Lots 4, 5, and 6 in Block Three (3) of Campbell, Durley and Newhall's Addition to the City of Pekin, reference being made to the plat of said subdivision recorded in Plat Book "N" page 31, in the Recorder's Office of Tazewell County, Illinois, situated in Tazewell County, Illinois.

The North seventy-five (75) feet of Lot 1 Block 2 in Campbell, Durley and Newhall's Addition to the Original Town, now City of Pekin, Tazewell County, Illinois.

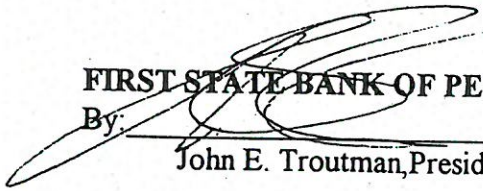
ID 90 04 04 35 344 001

90 04 04 35 343 009

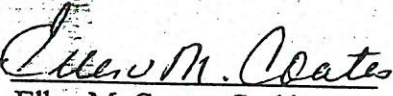
In Witness Whereof the **FIRST STATE BANK OF PEKIN, PEKIN, ILLINOIS** has caused its corporate seal to be hereto affixed, and these presents to be executed and attested by its officers thereunto duly authorized.

Dated: December 20, 1993

FIRST STATE BANK OF PEKIN

By: 
John E. Troutman, President

ATTEST:

By: 
Ellen M. Coates, Cashier

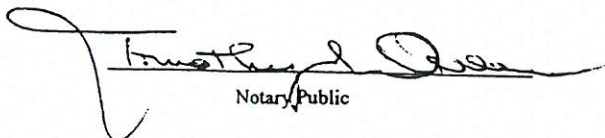
STATE OF ILLINOIS, }

COUNTY OF TAZEWELL } ss.

On this 20th. day of December 1993, before me a Notary Public in and for said County and State, personally came John E. Troutman, President and Ellen M. Coates, Cashier, of the **FIRST STATE BANK OF PEKIN** to me known to be the persons who executed the foregoing instrument, and acknowledged that they executed the same freely and voluntarily for the uses and purposes mentioned in it, and as the free act and deed of the said **FIRST STATE BANK OF PEKIN** and that the corporate seal of said Bank was thereto affixed by its authority.

Given under my hand and notarial seal this 20th. day of December 1993.

" OFFICIAL SEAL "
TIMOTHY L. OWEN
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES 11/1/94


Notary Public



City of Pekin Inspection and Zoning
111 South Capitol Street · Pekin, Illinois 61554 · (309) 477-2315

January 28, 2016

Re: 904 N. 10th Street & adjacent parking lot, Pekin

Dear Owner/Occupant:

The owners of the above mentioned property are seeking a zoning classification change from R-4(Residential District) to OS-1(Office Service District), and will be appearing before the Pekin Planning Commission. A copy of the request and Legal Description is available at your request.

If you have any questions or concerns, please plan to attend the meeting on February 10, 2016 at 111 S. Capitol Street, 2nd level, City Council Chambers at 5:30PM. If you are unable to attend, please feel free to contact the office or myself at 477-2315 and we will be happy to answer any questions you might have.

Sincerely,

Ronald W Sieh
City of Pekin
Code Enforcement Officer
Building Inspector