



REGULAR COUNCIL MEETING MONDAY, JANUARY 10, 2011
5:30 P.M.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE
Mayor Rusty L. Dunn

III. ROLL CALL
Clerk to Call the Roll

IV. APPROVAL OF AGENDA
ACTION: Motion to approve the meeting agenda.
VOTE REQUIRED

V. APPROVAL OF MINUTES
ACTION: Motion to approve minutes of Regular Council Meeting of December 13, 2010.
VOTE REQUIRED

VI. PUBLIC INPUT ON AGENDA ITEMS
Speakers to state name, address, and spell last name. Questions unrelated to agenda items are accepted during "Public Questions" near the end of the meeting.

VII. CONSENT AGENDA

- 1. Receive and File Monthly Reports and Minutes:** Police Department December Report, Fire Department December Report, and Tazewell County Animal Control December Report.
- 2. Proclamation:** Dr. Martin Luther King Jr. Day January 17, 2011.
- 3. Resolution No. 78-10/11 –** Appointment of Dennis Kief to the Economic Development Advisory Committee to fill the unexpired term of Frank Mackaman until the First Monday in May, 2011.
- 4. Receive and File** Management Representation Letter and Comments Willock Warning & Co., P.C.

ACTION: Motion to approve all items listed on the Consent Agenda by Omnibus Vote.

VOTE REQUIRED TO APPROVE CONSENT AGENDA

VIII. NEW BUSINESS

- 1. Intergovernmental Agreement for Police Protection Services** (GN)
DESCRIPTION: Agreement with Housing Authority of the City of Pekin to provide protection of residents by uniformed, off-duty police officers. Rates for annual renewal between the months of February through January remains at \$25.00 per hour.

ACTION: Motion to approve the agreement.

VOTE REQUIRED

2. **2010 Heartland Water Resources Council Dues** (FM)
DESCRIPTION: request for \$2,500.00 funding from Tourism Budget for participation in HWRC regional restoration and lobbying efforts.

ACTION: Motion to approve the \$2,500.00 dues.

VOTE REQUIRED
3. **Ordinance No. 2634-10/11 – Amending Title 1, Chapter 8 of the Code of the City of Pekin 1995 Regarding Departments of the City** (FM)
DESCRIPTION: Changes to the City’s organizational structure required applicable changes to the City Code.

ACTION: Motion to approve the ordinance.

VOTE REQUIRED
4. **Impoundment Hearing Officer Agreement** (BD)
DESCRIPTION: Mutual covenants between the City of Pekin and Attorney Thomas Higgins to Perform duties as Hearing Officer at a rate of \$110.00 per hour for the year 2011.

ACTION: Motion to approve the agreement.

VOTE REQUIRED
5. **Policy No. 19 – 10/11 – Street Naming Policy** (FM)
DESCRIPTION: setting written criteria in relation to the naming of streets within the City of Pekin as recommended by the Traffic Safety Committee.

ACTION: Motion to adopt the Policy.

VOTE REQUIRED
6. **City Manager Qualities Exercise** (FM)
DESCRIPTION: Interim City Manager seeks guidance on three matters:
(1) the use of an outside firm to conduct the search;
(2) the relative roles of the current and the future Councils in the process; and
(3) the use of a temporary screening committee to assist in evaluating applicants.

ACTION: no formal action required.

IX. **ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL**
Council Members
Staff
Public Questions
Press Time

X. **EXECUTIVE SESSION**
5 ILCS 120/2 (c)

XI. **ADJOURNMENT**
With no further action to come before the Council the Mayor declares meeting closed in open session.

NO VOTE REQUIRED

**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, DECEMBER 13, 2010 AT 5:30 O'CLOCK P.M.
RUSTY L. DUNN, MAYOR PRESIDING**

**PRESENT: COUNCIL MEMBERS, ABEL, BARRA, KORTKAMP, SCHMIDGALL, STRAND,
BLANCHARD, AND DUNN**

ABSENT: NONE

Mayor Dunn introduced Holden Neiukirk, grandson of Police Chief Ted Miller, Lexy Ranney, granddaughter of Superintendent of Transportation Greg Ranney, and Jackson Worlow, grandson of Street Department Employee Bill Weichel. The children of the retiring employees led the **Pledge of Allegiance**.

Roll was called and all Council Members were present.

AGENDA

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

MINUTES

Motion by Council Member Strand, seconded by Council Member Kortkamp, that the **minutes of the Regular City Council Meeting of November 22, 2010 be approved as written.** On roll call vote, all present voted Aye.

CONSENT AGENDA

Motion by Council Member Strand, seconded by Council Member Kortkamp, that the Consent Agenda be approved as presented. The following were presented by Mayor Dunn for consideration of the Consent Agenda items by Omnibus Vote.

1. **Receive and File Monthly Reports and Minutes:** Fire Department November Report, Police Department November Report, Minutes of the Sister Cities Commission dated 07-21-10 and 12-02-09.
2. **Receive and File** Annual Financial Statements April 30, 2010, Pekin Public Library Fund Financial Statements April 30, 2010, and Sewerage Fund Financial Statements April 30, 2010 Prepared by Willock, Warning & Co., P.C.
3. **Receive and File** List of Council Meeting Dates for 2011.
4. **Receive and File** Pekin Planning Commission Minutes Dated December 8, 2010.
5. **Receive and File** Pekin Planning Commission Recommendations and Hearings:
 - a. Hearing #10-1806 – approval of the Special Use Request by AT&T for a Cell Tower located at 3000 Court (amended to approval from denial).

On roll call vote, all present voted Aye.

COMMUNICATIONS, PETITIONS, REPORTS

RETIREMENT PRESENTATIONS

Recognition was given to several departing employees for their service to the City of Pekin:

Bill Weichel Street Department – 24 years

Greg Ranney Superintendent of Transportation and Solid Waste – 20 years

Police Chief Ted Miller – 23 years

Deputy Police Chief John Ghidina – 30 years

City Manager Dennis Kief – 26 years

SYNOPSIS OF THE FY 2010 FINANCIAL STATEMENTS

Jim Warning Auditor from Willock, Warning & Co. distributed 6 pages summarizing Assets, Liabilities, and Fund Balances from the Financial Statements Year Ended April 30, 2010. He discussed with Council the overview of Expenditures and Revenues for core governmental services, schedule of personnel costs, the City's debt service schedule, and a comparison of various tax revenues.

PRESENTATION OF THE PRELIMINARY FY 2012 BUDGET

City Manager Dennis Kief submitted the preliminary figures for the next budget. He recommended utilization of approximately \$680,000 of General Fund Reserves to balance revenues and expenses. Even after utilizing those dollars the General Fund Reserves would be above the 25% minimum established by the Reserve Policy. He advised the City should continue to find cost savings and revenues if citizens expect the services that have been provided.

PRESENTATION OF RESTRUCTURING OF CITY DEPARTMENTS

City Manager Dennis Kief presented a new organizational chart that he proposed to streamline the departments with the intention to save money also. There were also corrections to the titles of the departments. The biggest changes with the retirement of Greg Ranney were disbursement of duties and a better flow of personnel within the Public Works Department. He suggested the applicable language in the City Code be changed at the next meeting.

HOTEL FEASIBILITY STUDY

Economic Development Director Leigh Ann Matthews summarized the returned study from Pinkowski & Company to research and assess site available for development of a hotel and assessment of the banquet and meeting spaces located in Pekin. The company concluded there currently was not enough demand to support another hotel in Pekin.

NEW BUSINESS

ORDINANCE NO. 2633-10/11

AN ORDINANCE TO APPROVE INTERIM CITY MANAGER AGREEMENT

Motion by Council Member Kortkamp, seconded by Council Member Barra, that Ordinance No. 2633-10/11 be adopted. Attorney Burt Dancey advised the Council of the terms to hire and appoint Frank Mackaman for approximately 6 months during the transition and search for a permanent City Manager. Mr. Mackaman addressed the Council in acceptance of the position. On roll call vote, all present voted Aye.

City Clerk Sue McMillan informed the Council that the City 4 outstanding Bond Issues plus the new 2010 bond for the Sewer Treatment Plant improvements contained language that the Levy would be necessary to provide the funding for the payment of principal and interest. However the City had sufficient sources if funds to make the said bond payments. Therefore the following resolutions abated the collection for that purpose.

RESOLUTION NO. 72-10/11

ABATEMENT OF TAXES

ORDINANCE NO. 2324 \$1,040,000 GENERAL OBLIGATION REFUNDING BONDS SERIES 2003

(REFUND 1991 CORPORATE PURPOSE)

Motion by Council Member Barra, seconded by Council Member Blanchard, that Resolution No. 72-10/11 be adopted. Authorizes that taxes not be levied against taxable real property in the City of Pekin in the amount of \$116,305.00 provided in bond ordinance issued for Public Works Projects to pay the principal and interest. On roll call vote, all present voted Aye.

RESOLUTION NO. 73-10/11

ABATEMENT OF TAXES ORDINANCE NO. 2386 SERIES 2004 \$2,950,000

Motion by Council Member Barra, seconded by Council Member Blanchard, that Resolution No. 73-10/11 be adopted. Authorizes that taxes not be levied against taxable real property in the City of Pekin in the amount of \$397,468.26 provided in bond ordinance issued Herget Bank for vehicles and the Riverfront Project through Herget Bank to pay the principal and interest. On roll call vote, all present voted Aye.

RESOLUTION NO. 74-10/11

ABATEMENT OF TAXES ORDINANCE NO. 2387 SERIES 2004 \$1,410,000

Motion by Council Member Barra, seconded by Council Member Kortkamp, that Resolution No. 74-10/11 be adopted. Authorizes that taxes not be levied against taxable real property in the City of Pekin in the amount of \$203,672.50 provided in bond ordinance issued for TIF Downtown Business District through Bernardi Securities, Inc to pay the principal and interest. On roll call vote, all present voted Aye.

RESOLUTION NO. 75-10/11

ABATEMENT OF TAXES ORDINANCE NO. 2415 SERIES 2005 \$1,120,000

Motion by Council Member Barra, seconded by Council Member Abel, that Resolution No. 75-10/11 be adopted. Authorizes that taxes not be levied against taxable real property in the City of Pekin in the amount of \$140,700.00 provided in bond ordinance issued through Morton for Riverway Business Park Industrial Park Land Expansion to pay the principal and interest. On roll call vote, all present voted Aye.

RESOLUTION NO. 76-10/11

ABATEMENT OF TAXES ORDINANCE NO. 2625

GENERAL OBLIGATION BONDS SERIES 2010 \$7,110,000

Motion by Council Member Barra, seconded by Council Member Blanchard, that Resolution No. 76-10/11 be adopted. Authorizes that taxes not be levied against taxable real property in the City of Pekin in the amount of \$604,730.00 provided in bond ordinance issued through Bernardi Securities, Inc for Wastewater Treatment Plant to pay the principal and interest. On roll call vote, all present voted Aye.

ORDINANCE NO. 2631-10/11

MAKING, LEVYING AND ASSESSING MUNICIPAL TAXES MAY 1, 2010 TO APRIL 30 2011

Motion by Council Member Abel, seconded by Council Member Strand, that Ordinance No. 2631-10/11 be adopted. City Manager Dennis Kief reviewed the proposed Levy of \$5,891,999 and advised it was 3.95% higher than the 2009 Levy (\$5,668,196). Estimated Rate (based on estimated EAV) = 1.32203 and was 6.32% higher than the 2009 Levy Rate. Each Council Member spoke in support of the Manager's recommendation for the revenues needed to provide City services or in opposition to increasing property taxes, citing economic difficulties of citizens at this time. Council Member Barra noted it was necessary to levy the amount to maintain a balanced budget and to continue to provide services. Funding increased pensions and slow and reduced state payments have made it difficult to operate at the same levels. Council Member Schmidgall requested On roll call vote, Ayes, Strand, Kortkamp, Barra, Abel, and Dunn; Nays, Schmidgall and Blanchard. Motion Carried.

ORDINANCE NO. 2632-10/11

**AUTHORIZING THE EXECUTION OF THE IMLRMA
MINIMUM / MAXIMUM CONTRIBUTION AGREEMENT**

Motion by Council Member Schmidgall, seconded by Council Member Kortkamp, that Ordinance No. 2632-10/11 be adopted. Risk Management Coordinator Angie Evans briefed Council on the renewal of the Illinois Municipal League Risk Assessment min-max program for Calendar Year 12/31/10- 12/31/11. She advised premiums were based on losses incurred by a pool of municipalities rather than individual claims. If paid by December 20, 2010 cost would be \$798,167. On roll call vote, all present voted Aye.

Motion by Council Member Schmidgall, seconded by Council Member Blanchard, that the **TAZEWELL COUNTY ANIMAL CONTROL AGREEMENT** in the amount of \$44,380.00 be approved. Police Chief Ted requested approval to the contract for the pick-up, short-term care, dispersal/disposal of residents' stray animals. The contract increased \$1,167.00 over last year's agreement. On roll call vote, all present voted Aye.

RESOLUTION NO. 77-10/11

DESIGNATING PEKIN COMMUNITY BANK AS DEPOSITORY

Motion by Council Member Blanchard, seconded by Council Member Strand, that Resolution No. 77-10/11 be adopted. The resolution provided language for obtaining ACH origination services and contracting with PCB for authorization of Treasurer and Assistant Finance Director to endorse deposits and payments of money. The Mayor and Treasurer were authorized to execute contractual documents. On roll call vote, all present voted Aye.

Motion by Council Member Blanchard, seconded by Council Member Barra that the **SPECIAL USE**

REQUEST BY AT&T FOR A CELL TOWER located at 3000 Court be approved. After several meetings to review the issue of frequency interference, the Pekin Planning Commission recommended to approve the Special Use located at 3000 Court. On roll call vote, all present voted Aye.

ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL

Mayor Dunn announced that the 2nd meeting in December was cancelled. Council Members extended congratulations to all retirees and wished everyone a happy holiday season.

No further business to come before the Council, Mayor Dunn called the meeting closed.

COUNCIL ADJOURNED AT 7:32 P.M.

Sue E. McMillan
City Clerk

CITY OF PEKIN

POLICE DEPARTMENT

PEKIN POLICE DEPARTMENT END OF MONTH REPORT FOR DECEMBER 2010

	DECEMBER 2009	NOVEMBER 2010	DECEMBER 2010
TRAFFIC TICKETS	349	338	296
WARNING TICKETS	251	281	268
OFFENSES	375	357	389
ARRESTS	133	148	194
PARKING TICKETS	271	213	186
STOPS	574	1199	701

CITY ORDINANCE TICKETS FOR DECEMBER 2010

NUMBER OF TICKETS WRITTEN 68
NUMBER OF TICKETS PAID OVER THE COUNTER 9
FINES COLLECTED OVER THE COUNTER \$1850

IMPOUNDED VEHICLES FOR DECEMBER 2010

TOTAL VEHICLES IMPOUNDED: 43
AMOUNT OF FINES COLLECTED: \$19,500

OFFENSES

DRUG RELATED	5
DUI	16
DWLS/R	21
UOW	0

MULTIPLE OFFENSES

DRUGS/DUI	0
DRUGS/DWLS-R	0
DRUGS/UOW	0
DUI/DWLS-R	1
TOTAL	43

January 3, 2011

Mr. Frank Mackaman
Pekin City Manager
Pekin, IL. 61554

Dear Mr. Mackaman,

I hereby submit to you the Pekin Fire Department December 2010 report, plus a summary of November 2010.

Kurt Nelson
Fire Chief
City of Pekin Fire Department

During the month of December 2010, the Pekin Fire Department responded to 356 calls, total dollar loss was \$103,100.00.

During the month of December 2010, (approximately 73.03%) were emergency medical calls, 96 were automatic Fire alarms, service calls, small hazardous conditions involving no fire, and false alarms.

During the month of November 2010, the Pekin Fire Department responded to 373 calls, total dollar loss was \$320,000.00.

During the month of November 2010, (approximately 73.31%) were emergency medical calls, 99 were automatic Fire alarms, service calls, small hazardous conditions involving no fire, and false alarms.

On December 12, 2010 Fire Fighters responded to an apartment fire at 1833 Vienna Ct. Dispatch was told that a child started a fire in a closet. Upon arrival, flames were seen coming from what appeared to be a first story bedroom. L1 proceeded to start fire attack procedures when F3 was notified that a girl was trapped in a 2nd story apartment. The fire operations were ceased until a 2nd unit arrived on scene. L1 proceeded with search and rescue until the victim was found and brought to safety. The victim was transported to Methodist Hospital by AMT. The fire was extinguished within approximately 20 minutes. F3 called the mother of the child after clearing the scene. She said that the 4 year old boy got a grill lighter out of the kitchen unbeknownst to her. The child apparently started a fire in the bedroom closet. The mother was advised to contact PFD and a fire inspector would be available to talk with her son. Total dollar loss was \$100,000.00.

On December 23, 2010 Fire Fighters responded to a car fire at N. 14th Street and Broadway Street. Upon arrival the vehicle on fire had been extinguished by PD with an extinguisher. Also the vehicle had hit the rear of a pickup and had minimal damage with no injuries. AMT was on scene and had a refusal for care from the other vehicle and we have a refusal for the driver of the van that was on fire. Total dollar loss was \$3,100.00.

Total calls for the month of December was 356 and are as follows:

Fires	5
Rescue and EMS	260
Hazardous Conditions	11
Other types of calls	80

Total dollar loss for the month of December was \$103,100.00.

Total calls for the month of November was 373 and are as follows:

Fires	16
Rescue and EMS	274
Hazardous Conditions	8
Other types of calls	75

Total dollar loss for the month of November was \$320,000.00.

This is a brief overview of December 2010 and November 2010' events from the City of Pekin Fire Department. If you have any questions, please feel free to give me a call.

Respectfully Submitted,

Kurt R. Nelson
Fire Chief
Pekin Fire Department

TAZEWELL COUNTY ANIMAL CONTROL

City: PEKIN

Date: 1-1-11

Billing For Month of December 2010

\$3,601.09

Tazewell Animal Control
PO BOX 158
TREMONT IL 61568

CITY OF PEKIN
111 S CAPITOL ROOM 242
PEKIN IL 61554

Animal Counts Brought in by Wardens between December 1, 2010 and December 31, 201

City	Warden	Origin	PickUp Site	PickUp Dat	Species	Breed	Disposition	Days	Log #
Pekin									
	Vogel	City	COURT AND 8TH	12/14/2010	Dog	MALAMUTE MIX	E	8	110052
	Hoyland	City	1500 BLOCK OF SOUTH 4TH	12/13/2010	Dog	CARIN TERRIER	R	0	110039
	Hoyland	City	10TH BETWEEN DERBY & KOC	12/10/2010	Dog	SCHNAUZER	R	4	110032
	HARMS	City	103 EDDS	12/30/2010	Dog	PIT	E	4	110133
	Vogel	City	1411 MATILDA	12/6/2010	Dog	PIT MIX	R	8	110014
	Hoyland	City	100 BLK MAIN	12/17/2010	Cat	DSH	E	10	110072
	Vogel	City	1207 MAPLE	12/7/2010	Dog	LAB MIX	REL	2	110022
	Hoyland	City	4TH AND WASHINGTON	12/16/2010	Dog	HUSKY MIX	R	0	110063
	Hoyland	City	1002 JEROME	12/16/2010	Cat	DMH	E	6	110064
	Hoyland	City	1523 S 3RD	12/16/2010	Other	PIGEON	E	0	110065
	Hoyland	City	100 BLK ARROW	12/18/2010	Dog	LAB	E	11	110080
	Hoyland	City	100 BLK MAIN	12/17/2010	Cat	DSH	E	10	110071
	HARMS	City	618 CAROLINE	12/26/2010	Dog	TERRIER MIX			110106
	Hoyland	City	215 1/2 COURT	12/30/2010	Cat	DSH			110131
	Hoyland	City	311 FRANKLIN	12/22/2010	Dog	CHI WEENIE			110101
	Hoyland	City	278 KOCH	12/2/2010	Cat	DSH	E	8	110005
	Hoyland	City	324 HENRIETTA	12/21/2010	Dog	GRT PYRNESE	R	9	110091

Total Dogs picked up in Pekin: 11

Total Cats picked up in Pekin: 5

Total Others picked up in Pekin: 1

Animal Counts Brought in by Individuals between December 1, 2010 and December 31, 20

City	In By	Origin	PickUp Site	PickUp Dat	Species	Breed	Disposition	Days	Log #
Pekin									
	Owner R	City	1120 N 16TH	12/10/2010	Cat	DSH	REL	10	110035
	Individua	City	604 MONGE ST	12/27/2010	Dog	PIT MIX	R	0	110108
	Individua	City	604 MONGE ST	12/27/2010	Dog	ROTT MIX	R	0	110109
	Owner R	City	217 RESERVOIR	12/1/2010	Cat	DSH	E	2	110001
	Owner R	City	217 RESERVIOR	12/1/2010	Cat	DSH	E	2	110002
	Owner R	City	217 RESERVIOR	12/1/2010	Cat	DSH	E	2	110003
	Owner R	City	12807 WISEMAN RD	12/6/2010	Dog	COLLIE/PYR	E	0	110013
	Owner R	City	117 N 19TH	12/8/2010	Dog	BOXER	E	0	110023
	Owner R	City	1415 STOUT ST	12/9/2010	Cat	DSH	REL	8	110029
	Owner R	City	1415 STOUT ST	12/9/2010	Cat	DSH	REL	8	110030
	Individua	City	1306 N 11TH	12/13/2010	Dog	LAB	R	1	110041
	Owner R	City	1120 N 16TH	12/10/2010	Cat	DSH	A	10	110034
	Owner R	City	1903 MEMORIAL DR	12/30/2010	Dog	SHEP MIX	E	0	110128
	Owner R	City	1120 N 16TH	12/10/2010	Cat	DSH	A	10	110036
	Owner R	County	12035 wagon seller	12/15/2010	Cat	DSH	E	2	110058
	Owner R	County	12035 WAGONSELLER	12/15/2010	Cat	DSH	E	2	11059
	Owner R	County	12035 WAGONSELLER	12/15/2010	Cat	DSH	E	2	110060
	Owner R	County	12035 WAGONSELLER	12/15/2010	Cat	DSH	E	2	110061
	Owner R	City	1707 VISTA GRANDE DR	12/22/2010	Dog	DAUCHOUND	E	0	110099
	Owner R	City	106 CHARLOTTE ST	12/27/2010	Dog	PUGGLE			110115
	Owner R	City	1205 SHERIDAN RD	12/28/2010	Dog	MIN PIN	E	1	110116
	Owner R	City	1205 SHERIDAN RD	12/28/2010	Dog	MIN PIN	E	1	110117
	Owner R	City	1230 S 6TH	12/29/2010	Cat	DMH	A	1	110121
	Owner R	City	1415 12TH	12/10/2010	Dog	LAB	D	0	110033

Total Dogs picked up in Pekin: 11

Total Cats picked up in Pekin: 13

Total Others picked up in Pekin: 0

WHEREAS, Dr. Martin Luther King, Jr. devoted his life to the advancement of civil rights and public service; and

WHEREAS, citizens of Illinois and across the country honor Dr. King's legacy each year in January; and

WHEREAS, Dr. King recognized that everybody can be great because everybody can serve, and, during his lifetime, encouraged all Americans to serve their neighbors and their communities; and

WHEREAS, Martin Luther King Day focuses on bringing people together and breaking down the barriers that have divided us as a nation; and

WHEREAS, thousands of Illinois residents will commemorate the significance of Martin Luther King Day by performing community service that benefits communities and neighborhoods, and provides a fitting memorial to the life of Dr. Martin Luther King, Jr.

NOW, THEREFORE, BE IT RESOLVED that I, RUSTY L. DUNN, Mayor, City of Pekin, Illinois, do hereby proclaim January 17th, 2011, as

"DR. MARTIN LUTHER KING JR. DAY"

in the City of Pekin, Tazewell County, Illinois, urge citizens to recognize it as a day of service throughout Illinois, as well as a day to honor this profound and influential civil rights leader.

ADOPTED, this 10th day of January, in the Year of Our Lord, Two Thousand and Eleven.

RUSTY L. DUNN
Mayor

ATTEST:

SUE E. MCMILLAN
City Clerk



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk

From:

AGENDA ITEM: Resignations and appointments

AGENDA DATE REQUESTED: January 10, 2011

ACTION REQUESTED: Accept the resignation of Frank Mackaman from the Economic Development Advisory Committee. Appoint Denny Kief to replace him.

BACKGROUND: Denny Kief brings indispensable knowledge to the economic development function. Mackaman will continue to serve in his capacity as Interim City Manager.

FINANCIAL IMPACT: None

NEIGHBORHOOD CONCERNS: None

IMPACT IF APPROVED: Retain Kief's expertise

IMPACT IF DENIED: Lose Kief's expertise

ALTERNATIVES: NA

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes]

- ☒ **A Prosperous Community.** To promote and sustain a balanced economy that supports expansion and retention of Family-way 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 improves 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

Finance Department

(Certification of Availability of Funds)

Date

Corporation Counsel

Date

City Manager

Date

RESOLUTION NO. 78-10/11

PEKIN, ILLINOIS, January 10, 2011 19

RESOLUTION BY COMMISSIONER

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PEKIN, ILLINOIS, THAT:

the Mayor's appointment of Dennis Kief to the Economic Development Advisory

Committee to fill the unexpired term of Frank Mackaman until first Monday in May 2011

is hereby approved.

1412 Velde Drive

Pekin, IL 61554

347-7507

SIGNED BY

MAYOR.

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

TERMS END FIRST MONDAY IN MAY, 2011

DENNIS KIEF
1412 VELDE DRIVE
(HOME) 347-7507

JOHN FORDHAM
2102 CORDOVA COURT
346-1850 (HOME)
200 ENTERPRISE DRIVE
477-0353 (OFFICE) 207-0039 (CELL)
john.fordham@centurytel.com

CAROL SHIELDS
1817 HIGHWOOD AVENUE
346-1813 (HOME)
carshields@aol.com

SKIP SCHERMERHORN
33 SOUTH 4TH STREET
347-0230 (OFFICE)
sschermerhorn@herget.com

TERMS END FIRST MONDAY IN MAY, 2012

GREGG RATLIFF
20 S. 4th STREET
353-7407 (OFFICE)
346-9815 (FAX)
gratliff@pekintimes.com

DR. TIMM SCHWARTZ
1245 FLORENCE AVE.
346-3175 (OFFICE)
346-5094 (FAX)
schwartz@grics.net

PAULA DAVIS
320 STADIUM DRIVE
477-4222 (OFFICE)
pdavis@pekinhigh.net

BILL FLEMING
402 COURT STREET
346-2106 (WORK)
346-2104 (FAX)
bffleming@pekin.net

TERMS END FIRST MONDAY IN MAY, 2013

STEVEN MARTIN
1311 ST. JULIAN STREET
353-2054 (HOME)
200 S. 2ND STREET
346-4171 EXT 230 (OFFICE) 361-0446 (CELL) 353-1632 (FAX)
smartin@careerlink16.com

DREW LEMAN
2956 COURT STREET
347-5984 EXT 3 (OFFICE)
347-5988 (FAX)
drew@midwestshelters.com

ANDY SPARKS
601 COURT STREET
347-5101 EXT. 213 (OFFICE)
347-4524 (FAX)
andy.sparks@pekinbank.com

EX-OFFICIO MEMBERS

FRANK MACKAMAN, INTERIM CITY MANAGER
111. SOUTH CAPITOL
477-2300 (OFFICE)
346-2095 (FAX)
fmackaman@ci.pekin.il.us

LEIGH ANN MATTHEWS, ECONOMIC DEVELOPMENT DIRECTOR
111. SOUTH CAPITOL
477-2300 (OFFICE)
346-2095 (FAX)
lamatthews@ci.pekin.il.us

PAMELA ANDERSON, COMMUNITY DEVELOPMENT DIRECTOR
111 SOUTH CAPITOL STREET
477-2300 (OFFICE)
346-2095 (FAX)
panderson@ci.pekin.il.us

TONY ROLANDO, ILLINOIS DEPARTMENT OF COMMERCE AND
ECONOMIC OPPORTUNITY
647-5896 (OFFICE)
647-9325 (FAX)
arolando@ildceo.net



City of Pekin

MANAGEMENT REPRESENTATION LETTER

November 10, 2010

Willock Warning & Co., PC
23 Olt Avenue
Pekin, Illinois 61554

We are providing this letter in connection with your audit of the financial statements of the City of Pekin, Illinois, as of April 30, 2010 and for the year then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Pekin, Illinois and the respective changes in financial position and, where applicable, cash flows thereof, in conformity with U.S. generally accepted accounting principles. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with U.S. generally accepted accounting principles. We are also responsible for adopting sound accounting policies, establishing and maintaining effective internal control over financial reporting, and preventing and detecting fraud.

We confirm, to the best of our knowledge and belief, as of November 30, 2010, the following representations made to you during your audit.

1. The financial statements referred to above are fairly presented in conformity with U.S. generally accepted accounting principles and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
2. We have made available to you all-
 - a. Financial records and related data and all audit or relevant monitoring reports, if any, received from funding sources.
 - b. Minutes of the meetings of the City of Pekin, Illinois or summaries of actions of recent meetings for which minutes have not yet been prepared.
3. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
4. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements or the schedule of expenditures of federal awards.

5. We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.
6. We have no knowledge of any fraud or suspected fraud affecting the entity involving:
 - a. Management,
 - b. Employees, who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the financial statements.
7. We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.
8. We have identified to you any previous financial audits, attestation engagements, performance audits, or other studies related to the objectives of the audit being undertaken and the corrective actions taken to address significant findings and recommendations.
9. The City of Pekin, Illinois has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
10. The following, if any, have been properly recorded or disclosed in the financial statements:
 - a. Related party transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - b. Guarantees, whether written or oral, under which the City of Pekin, Illinois is contingently liable.
 - c. All accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates and measurements. We believe the estimates and measurements are reasonable in the circumstances, consistently applied, and adequately disclosed.
11. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
12. There are no-
 - a. Violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or fore reporting on noncompliance.
 - b. Unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with Financial

Accounting Standards Board (FASB) Statement No. 5, Accounting for Contingencies.

- c. Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB Statement No. 5.
 - d. Reservations or designation of fund equity that were not properly authorized and approved.
13. As part of your audit, you assisted with preparation of the of the financial statements and related notes and schedule of expenditures of federal awards. We have designated an individual with suitable skill knowledge, or experience to oversee your services and have made all management decisions and performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes and schedule of expenditures of federal awards.
 14. The City of Pekin, Illinois has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
 15. The City of Pekin, Illinois has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
 16. We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
 17. The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
 18. The financial statements properly classify all funds and activities.
 19. All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
 20. Net asset components (invested in capital assets, net of related debt; restricted; and unrestricted) and fund balance reserves and designations are properly classified and, if applicable, approved.
 21. Provisions for uncollectible receivables have been properly identified and recorded.
 22. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
 23. Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
 24. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
 25. Special and extraordinary items are appropriately classified and reported.
 26. Deposits and investment securities are properly classified as to risk, and investments are properly valued.
 27. Capital assets, including infrastructure assets, are properly capitalized, reported, and, if applicable, depreciated.

28. The government meets the GASB-established requirements for accounting for eligible infrastructure assets using the modified approach.
29. Required supplementary information (RSI) is measured and presented within prescribed guidelines.
30. With respect to federal award programs:
 - a. We are responsible for complying and have complied with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.
 - b. We have, in accordance with OMB Circular A-133, prepared the schedule of expenditures of federal awards, and have included in the schedule of expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, direct appropriations, and other assistance.
 - c. We are responsible for complying with, and have complied with in all material respects, the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of our federal programs and have identified and disclosed to you the requirements of laws, regulations, and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each major program.
 - d. We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance requirements applicable to federal programs that provides reasonable assurance that we are managing our federal awards in compliance with laws, regulations, and the provisions of contracts and grant agreements that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended. Also, no changes have been made in internal control over compliance or other factors to the date of this letter that might significantly affect internal control, including any corrective action taken with regard to control deficiencies reported in the schedule of findings and questioned costs.
 - e. We have made available to you all contracts and grant agreements (including amendments, if any), and any other correspondence with federal agencies or pass-through entities relating to major federal programs.
 - f. We have received no requests from a federal agency to audit one or more specific programs as a major program.
 - g. We have complied, in all material respects, with the compliance requirements, including when applicable, those set forth in the OMB Circular A-133 Compliance Supplement, relating to federal awards and have identified and disclosed to you all amounts questioned and any known noncompliance with the requirements of federal awards, including those resulting from other audits or program reviews.
 - h. Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB Circular A-87, Cost Principles for State, Local, and Tribal Governments, and OMB's Uniform Administrative

Requirements for Grants and Cooperative Agreements to State and Local Governments.

- i. We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
- j. We have made available to you all documentation related to the compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- k. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- l. We have charged costs to federal awards in accordance with applicable cost principles.
- m. The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- n. We are responsible for have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by OMB Circular A-133 and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies, including all management decisions.
- o. We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by OMB Circular A-133, and we are responsible for preparing and implementing a corrective action plan for each audit finding.

No events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.

Signed: _____

Signed: _____

Title: _____

Title: _____

WILLOCK WARNING & CO., P.C.
CERTIFIED PUBLIC ACCOUNTANTS

received
12/14/2010-DK

23 OLT AVENUE
PEKIN, ILLINOIS 61554

TELEPHONE (309) 347-3152
FAX (309) 347-3153

To the City Manager
City of Pekin, Illinois

In planning and performing our audit of the financial statements of the City of Pekin, Illinois as of and for the year ended April 30, 2010, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or a combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of internal control was for the limited purpose described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions concerning those matters.

This communication is intended solely for the information and use of management, the audit committee, and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

Willock Warning & Co., PC

Willock Warning & Co., P.C.
Pekin, Illinois
November 10, 2010

MANAGEMENT COMMENTS

April 30, 2010

DEPARTMENT OF FINANCE

Cross-training employees

The Department of Finance is comprised of three staff members, two of which have had limited formal training in general accounting procedures. We recommend the City begin cross-training these individuals in the accounting process related to cash receipts, disbursements, payroll activities, and general ledger processing. We are not aware of any other full-time staff member who could assist the Department of Finance on an extended basis if the situation were to arise.

Monthly General Ledger Reporting

Consideration should be given to recording revenues and expenses on the cash basis of accounting as opposed to the accrual basis of accounting currently being used. Numerous entries to the general ledger could be eliminated and the possibility of errors reduced if this change is made. The bank account reconciliation process should be made easier as well.



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk

From: Greg Nelson, Deputy Police Chief

AGENDA ITEM: Pekin Housing Authority – Police Secondary Employment Agreement

AGENDA DATE REQUESTED: January 10, 2011

ACTION REQUESTED: Renew the agreement

BACKGROUND: For many years, the Pekin Housing Authority (PHA) has hired off-duty Police Officers to provide security at PHA properties. The PHA pays the officers' wages and provides worker's compensation insurance, while the City provides liability protection.

FINANCIAL IMPACT: None

NEIGHBORHOOD CONCERNS: Having uniformed officers patrolling the PHA property improves neighborhood security.

IMPACT IF APPROVED: Foot patrols by police officers at PHA properties will continue

IMPACT IF DENIED: Foot patrols by police officers at PHA properties will cease

ALTERNATIVES: If not approved, the Pekin Police Department could revert back to responding to incidents at PHA locations on a reactive basis.

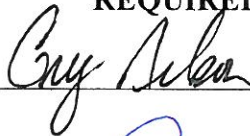
RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes]

- ☐ **A Prosperous Community.** To promote and sustain a balanced economy that supports expansion and retention of Family-way 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 improves 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

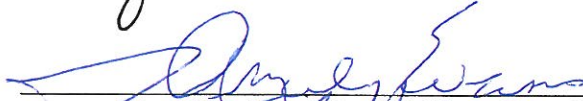
Department Director



12/28/10

Date

Finance Department

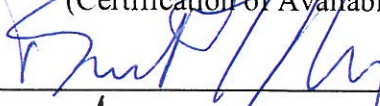


(Certification of Availability of Funds)

1-6-11

Date

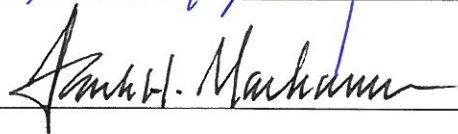
Corporation Counsel



12/29/10

Date

City Manager



1/4/2011

Date

INTERGOVERNMENTAL AGREEMENT FOR POLICE PROTECTION SERVICES

THIS INTERGOVERNMENTAL AGREEMENT, made and entered into this 10th day of January, 2011, by and between the HOUSING AUTHORITY OF THE CITY OF PEKIN, a municipal corporation, hereinafter referred to as the "PHA", and the CITY OF PEKIN, a municipal corporation and body politic, hereinafter referred to as the "CITY",

WITNESSETH:

WHEREAS, both the PHA and the CITY are authorized by the terms and provisions of Article VII, Section 10, of the Constitution of the State of Illinois, and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) to enter into intergovernmental agreements, ventures and undertaking to perform jointly any governmental purpose or undertaking, which either of them could do singularly.

NOW THEREFORE, in consideration of the mutual promises and covenants hereinafter set forth, it is agreed by and between the PHA and the CITY as follows, that:

1. The CITY shall authorize its police officers to provide police protection services to residents of the PHA when not scheduled to work for the City between the months of February, 2011 through January, 2012.

Police officers who choose to do so will provide the services as part-time employees of The PHA.

2. PHA shall pay the police officers at the rate of \$25 per hour for each officer's labor. PHA shall withhold all applicable payroll taxes.
3. PHA will designate the times and dates said services will be provided and who shall provide said services.
4. PHA shall carry workers compensation insurance in the limits required by law on all CITY police officers who perform work pursuant to this Agreement, but only for claims which may arise as a result of performing duties in accordance with this Agreement:
5. The CITY shall hold PHA harmless from and indemnify them, their commissioners, officers, employees and agents of and from any liability or claims which may arise from any third party who makes a claim against PHA as a result of any officer's action or conduct while performing duties pursuant to this Agreement. Further, CITY agrees, during the course of this Agreement, to maintain its self insurance program or to name PHA as "additional insured" on CITY's public liability insurance policy and said policy shall be of limits not less than One Million Dollars (\$1,000,000.00).
6. This Agreement has been approved by the City Council of the City of Pekin and the PHA Board of Commissioners, at a duly conducted meeting of each.

IN WITNESS WHEREOF, the parties hereto have executed and signed this Agreement as of the day and year first above written.

FOR THE CITY OF PEKIN

ATTEST

By: _____
its Mayor

By: _____
its City Clerk

FOR THE HOUSING AUTHORITY OF THE
CITY OF PEKIN

ATTEST:

By: _____
Karl Jordan Chairman

By: _____
Dennis Green
Secretary



REQUEST FOR COUNCIL ACTION

To: City Council and Interim City Manager

CC: City Clerk

From: Dennis Kief, December 22, 2010

AGENDA ITEM: 2010 Heartland Water Resources Council Dues

AGENDA DATE REQUESTED: January 10, 2011

ACTION REQUESTED: Approval of Annual Dues in the amount of \$2,500.

BACKGROUND: In past years the City of Pekin had funded the Heartland Water Resources \$5,000 annually. That was followed by one year of no funding. Last year the City funded the organization \$2,500. They have submitted a request for \$2,500 in funding for this year.

Attached is an email I sent to Tom Tincher requesting justification for that request. His response is also attached.

FINANCIAL IMPACT: \$2,500 from budgeted line item in FY 2011 Tourism Fund Budget

NEIGHBORHOOD CONCERNS: N/A

IMPACT IF APPROVED: City's continued level and participation in regional effort

IMACT IF DENIED: \$2,500 less for HWRC to work with for restoration and lobbying efforts

ALTERNATIVES: Reduction or total elimination of funding level.

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes]

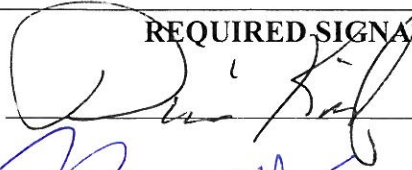
- ☐ **A Prosperous Community.** To promote and sustain a balanced economy that supports expansion and retention of Family-way jobs.
- ☐ **A Safe Community.** To protect community life and property by providing effective, principled Police and Fire services.
- ☒ **A Strong Foundation.** To improve and maintain existing infrastructure and leverage opportunities for new infrastructure.
- ☒ **A High Quality of Life.** To support or provide services that improves 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.

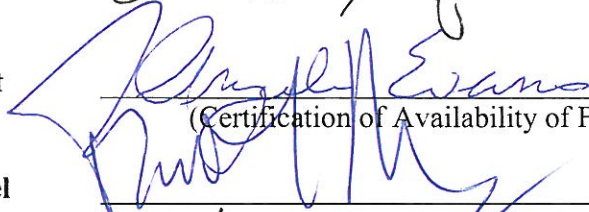
REQUIRED SIGNATURES

Department Director



Date

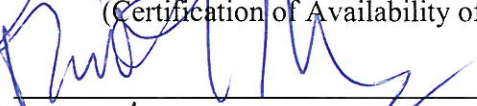
Finance Department



(Certification of Availability of Funds)

Date

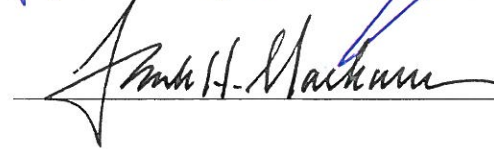
Corporation Counsel



12/29/10

Date

City Manager



1/4/11

Date

From: Heartland Water Resources Council [mailto:tincher@mtco.com]
Sent: Monday, December 13, 2010 2:52 PM
To: Kief, Denny
Subject: RE: HWRC dues

Denny, here are a few items that are reflective of HWRC's commitment to help "Save Pekin Lakes" :

1. HWRC continued to include the Pekin Lakes as one of our two primary areas of focus. The other, of course, is to "Save Peoria Lakes." The restoration of Pekin Lakes was included in our annual work program and in most all of our general communication materials that were directed at gaining interest in and support for our collaborative program.
2. I personally arranged a meeting with you and Bill White, Illinois State Water Survey, so that he could get your input on the importance of this project to the City of Pekin. Bill manages the regional office of ISWS, is the incoming Vice President of HWRC and co-chairs the Governor's Conference on the Management of the Illinois River which is held in Peoria every other year.
3. Bill, representing HWRC and ISWS, made numerous presentations and submittals throughout the year trying to get our local projects considered for expedited funding. What his efforts have demonstrated over and over again is that we must strengthen our collaborative voice through HWRC and the Peoria Lakes Basin Alliance, which HWRC will chair next year, in order to be more successful while competing with Illinois River and other nationally significant projects.
4. I met with you also to explore the possibility of using private sector interest to remove sediment from Pekin Lakes and use it to expand the business center across the highway from Pekin Lakes as you had originally proposed to IDNR and the Corps of Engineers. I subsequently met with Atherton Construction to discuss the possibility as we move forward with the formation of a public/private dredging and sediment processing operation to serve our region and beyond. Such an approach could possibly provide topsoil for the Tazewell County Landfill as well.
5. I am in the process of preparing our 2011 Work Program & Budget and hope to maintain our focus on Pekin Lakes as in the past. In fact, we probably will be going south next year on our annual PLBA River Awareness Cruise on the Spirit of Peoria. What a great opportunity to further highlight the importance of Pekin Lakes as a conservation resource as well as an anchor to Pekin's downtown revitalization efforts.

6. I also had several conversations with the Nature Conservancy and the Wetlands Initiative about the LaMarsh Creek Bottoms Area across the river from Pekin. They are very interested in exploring the possibility of establishing a major conservation resource at the location and we have already had discussions with representatives of the Edwards Plant. The Greater Peoria Sanitary District is also interested as it could provide the potential for long-term mitigation challenges. This may also be the case for Pekin as the concept of "nitrogen farming" is better understood.

Thomas Tincher
Executive Director
Heartland Water Resources Council
416 Main St., Suite 828
Peoria, IL 61612
(309) 637-5253 Fax (309) 637-5254

From: Kief, Denny [mailto:dkief@ci.pekin.il.us]
Sent: Thursday, December 02, 2010 11:20 AM
To: tincher@mtco.com
Cc: Dunn, Rusty
Subject: HWRC dues

Tom,

In an effort to justify your dues request, can you shoot me a quick note on what HWRC has done the past year for Pekin and what you hope to accomplish over the course of the next year for the City.

Denny



Heartland Water Resources Council of Central Illinois

"At the Heart of Saving the Peoria & Pekin Lakes"

416 Main St. Ste. 828 Peoria, IL 61602 ~ (309) 637-LAKE (5253)

www.heartlandwaterresources.com ~ hwrc@mtco.com

OFFICERS

PRESIDENT

K. Russell Crawford
Tusnell Co. Board

VICE PRESIDENT

Rev. Tony Fierce
Community Development &
Service Institute

SECRETARY

Bill White
Chief of Unit of Natural Resources
Sustainability Illinois St. Water Survey

TREASURER

Bill Tischer
D.C. Club

EXECUTIVE DIRECTOR

Thomas Tischer

BOARD MEMBERS

Mark Allen
Mayor, Village of Peoria Heights
(Alternate: Matt Fink)
Bob Deletto
Peoria County Board
James Baldwin
Citizen Representative (Honorary)
Angie Berry
E.D.C. for Central Illinois
Illinois River Road National Scenic Byway

Stanley Berin
owner of Bradford Inc.

Charles Blye
Citizen Representative

Troy Childers
Mayor, City of Chillicothe

Rusty Dunn
Mayor, City of Pekin
(Alternate: John Abell)

Norman Durlinger
President, Village of Morton
(Alternate: Darrell Vierling)

Douglas Fehr
Heartland Farm Bureau

Jane Gerdes
City of Peoria
(Alternate: Dave Barber)

Mark Henback
Calypso, Inc.

Wayne Ingram
MTC/TL Engineering & Consulting

Steve Jaeger
Transport

Josh Joseph
So. & Water Conservation District

Toni Kerr
Woodford County Board

Gary Manier
Mayor, City of Washington

Mike Miller
Peoria Park District

David Mings
Mayor, City of East Peoria
(Alternate: John Finkle)

Mike Moler
Illinois American Water

Sherri Morris
Bradley University

Richard Neumiller
Citizen Representative

Eric Sehenck
Peoria Unlimited

David Sims
East Peoria Voecker & Allen

Drb Roe
Peoria Audubon Society

Steve Van Winkle
Tri-County Regional Planning Commission

EX OFFICIO

Nate Hurn
18th Congressional District

Terry Kohlbus
Tri-County Regional Planning Commission

Marshall Plunney
USCG Peoria Island District

HONORARY

James W. Baldwin
Marilyn Michels Esq. (Mrs. Gail Michels)

October 25, 2010

Mayor Rusty Dunn
City of Pekin
111 South Capitol St.
Pekin, IL 61554

Dear Mayor Dunn:

Heartland Water Resources Council (HWRC) continues its support for the restoration of Pekin Lakes and will use the collective voice of our membership to promote federal and State funding of this important project. In addition, HWRC is committed to establish our own local dredging and sediment utilization program that will be private market driven and funded. Such a program may provide an alternative to the State and federal funding approach if such is not available soon. We would like to explore this possibility with you as the new program moves forward.

In order to be an advocate for local Illinois River restoration projects, we need the continued financial support from our city, county, business, and citizen sponsors. Attached is the billing for Pekin's 2010 contribution to this important regionally significant endeavor. It will not only help provide direct support for the Pekin Lakes endeavor, but will also help us implement our "Mud to Jobs" program that is already generating national attention because of its unique private sector funding approach and the involvement of local lenders and the Federal Reserve.

Please process payment of our annual contribution as soon as convenient, as it is this time of year that the need is greatest.

Thank you for continuing to support HWRC and our common goal to restore Peoria and Pekin Lakes.

Sincerely,

Tom Tischer

Tom Tischer
Executive Director

Cc: Denny Kief, City Manager



Heartland Water Resources Council of Central Illinois

"At the Heart of Saving the Peoria Lakes"

416 Main St., Ste. 828 Peoria, IL 61602 ~ (309) 637-LAKE (5253)

www.heartlandwaterresources.com ~ hwrc@mtco.com

Heartland Water Resources Council 2010 Support Invoice

416 Main St., Suite 828
Peoria, IL 61602-1116
Phone 309-637-5253
Fax 309-637-5254

DATE:

10/25/2010

INVOICE #

2010

Bill To:

Mayor Rusty Dunn
City of Pekin
111 South Capitol St.
Pekin, IL 61554

DESCRIPTION	AMOUNT
2010 HWRC Support	\$ 2,500
TOTAL	\$ 2,500

Make check payable to Heartland Water Resources Council (FEIN: 37-1250601)

If you have any questions concerning this invoice, contact

Thomas Tincher, Executive Director

309-637-5253

hwrc@mtco.com

THANK YOU FOR YOUR SUPPORT!



REQUEST FOR COUNCIL ACTION

To: Members of the City Council and Interim City Manager

CC: Sue McMillan, City Clerk

From: Dennis Kief, December 22, 2010

AGENDA ITEM: ORDINANCE AMENDING CITY CODE

AGENDA DATE REQUESTED: January 10, 2011

ACTION REQUESTED: Approval of Code Changes

BACKGROUND: On December 3, 2010 I emailed the City Council these suggested changes to the City's organization structure and the applicable changes to the City Code.

For the past 4+ years we have been discussing some restructuring that would not only streamline our organizational structure, but save money. Most of this restructuring is in the Public Work's Department. This started early in 2010 when the Street Superintendent position was eliminated when David Pagliaro retired. I am now recommending a second bigger phase with the retirement of Greg Ranney.

Inasmuch as we are advertising for the Transportation Supervisor to be in charge of the Busing and Mechanics, I am recommending that the applicable sections of the City Code be updated. Similarly, when the City Council accepted Staff's recommendation to acquire the Hoyle bus operations, we budgeted for an assistant to Greg Ranney to oversee those additional operations. I am recommending that this position be moved over to Public Works and that advertised position would supervise the day to day operations of Solid Waste and Streets. Both of these positions would report directly to the Public Works Director similar to how the Code Enforcement Officer (Ron Sieh) currently does.

I have also proposed some clean-up of language. The Code shows a Department of Planning and Development. In reality we have the Economic Development and Community Development Departments. I have also modified the Personnel Department to the Human Resources Department to properly reflect Sarah Newcomb's title of HR Director..

The first page of the attached is the current City structure, while the second shows where we could be headed. Also attached are the recommended changes in the applicable narratives in the City Code. In addition to those employees directly impacted by the Code changes, several other employees have been assigned additional work duties.

FINANCIAL IMPACT: Savings to FY2011 and beyond budgets

NEIGHBORHOOD CONCERNS: N/A

IMPACT IF APPROVED: Better flow of personnel within Public Works

IMPACT IF DENIED: Structure remains as current

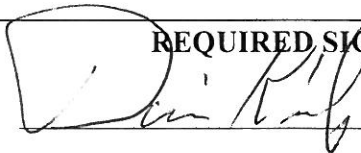
ALTERNATIVES: N/A

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes]

- ☐ A Prosperous Community. To promote and sustain a balanced economy that supports expansion and retention of Family-way 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 improves 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

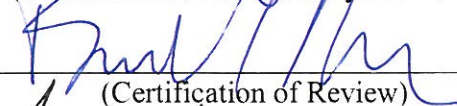
Department Head



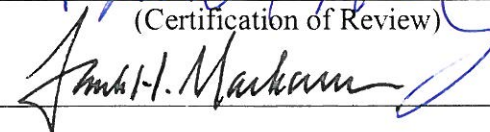
Finance Department

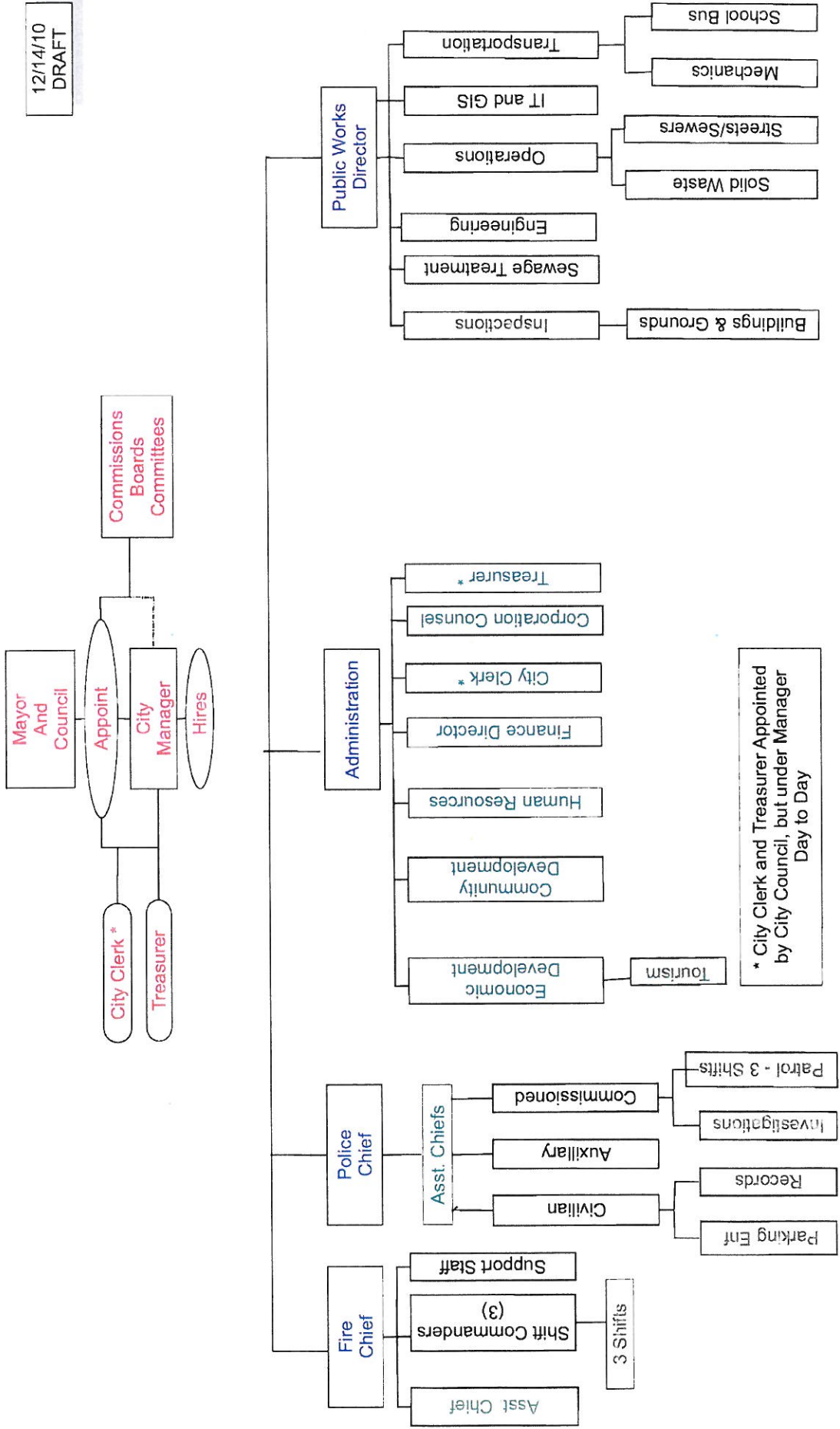

(Certification of Availability of Funds)

Corporation Counsel

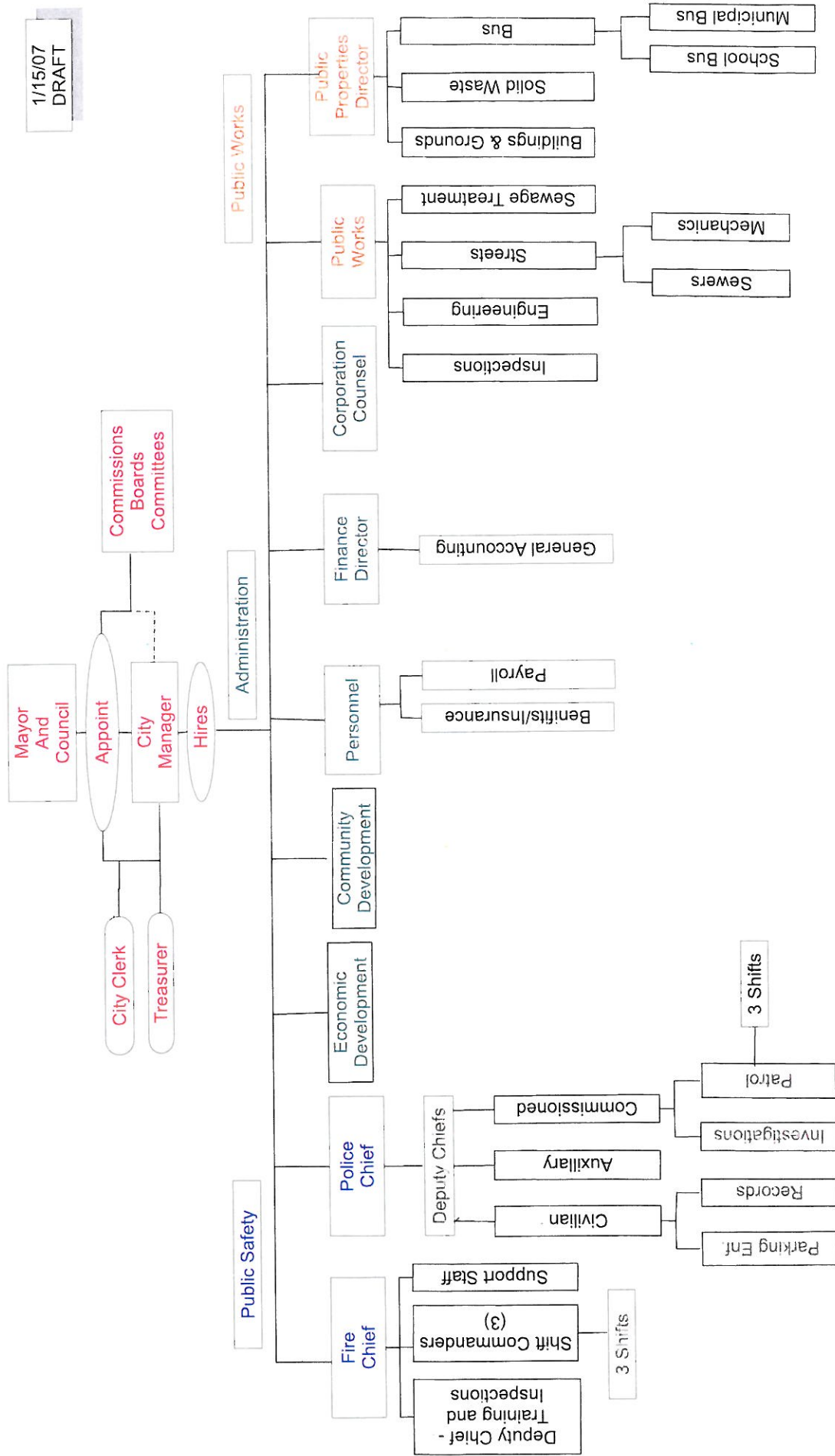

(Certification of Review) 12/29/10

City Manager

 1/4/11



1/15/07
DRAFT



ORDINANCE NO. 2634-10/11

**AN ORDINANCE AMENDING TITLE 1, CHAPTER 8
OF THE CODE OF THE CITY OF PEKIN 1995
REGARDING DEPARTMENTS OF THE CITY**

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

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 City Council has determined that it is in the best interest of the City to amend the City Code regarding the organizational structure and department descriptions; and

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

1. That Title 1, Chapter 8, Section 1, Chapter 8B, 8E, 8F, 8G, be amended by deleting the existing chapters in their entirety, and inserting the language on Exhibit "A" 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 and approval and publication as required by law.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Pekin, this ____ day of _____, 2011; and upon roll call the vote was as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

APPROVED this ____ day of _____, 2011.

MAYOR

ATTEST:

CITY CLERK

CHAPTER 8E

DEPARTMENTS OF ~~PLANNING~~ ECONOMIC AND COMMUNITY DEVELOPMENT

SECTION:

- 1-8E-1: Creation of Department, Departments of ~~Planning~~ Economic and Community Development
- 1-8E-2: Creation of Office, Director of ~~Planning and Economic~~ Development
- 1-8E-3: Appointment; Bond; Oath
- ~~1-8E-4: Subdivision of Department of Planning and Development~~
- 1-8E-5: 4 Duties
- 1-8E-6: 5 Appointment, ~~Assistant~~ Director of ~~Planning and Community~~ Development
- 1-8E-7: 6 Duties

1-8E-1: CREATION OF DEPARTMENT, DEPARTMENT OF ~~PLANNING-AND ECONOMIC~~ DEVELOPMENT: There is hereby established and created a Department of ~~Planning and Economic~~ Development. Such department is to be under the direct supervision and control of the City Manager. The Department of ~~Planning and Economic~~ Development shall consist of the Director of ~~Planning and Economic~~ Development and such other positions as may be approved from time to time by the City Council.

1-8E-2: CREATION OF OFFICE, DIRECTOR OF ~~PLANNING-AND ECONOMIC~~ DEVELOPMENT: There shall be a Director of ~~Planning and Economic~~ Development who shall be the supervisor of the Department of ~~Planning and Economic~~ Development.

1-8E-3: APPOINTMENT: The Director of ~~Planning and Economic~~ Development shall be appointed by the City Manager and shall be under the supervision of the City Manager.

~~1-8E-4: SUBDIVISION OF DEPARTMENT OF PLANNING AND DEVELOPMENT: Within the Department of Planning and Development and under the direct supervision of the Director of Planning and Development shall be the following divisions:
Economic Development
Community Development~~

1-8E-5: 4 DUTIES: The Director of ~~Planning and Economic~~ Development shall have the following duties:

- A. Develop short and long-range development plans for the City and implement same.
- B. Supervise and coordinate TIF, Enterprise Zone, ~~Community Development Block Grant Program, Build Illinois Grant~~, and other related programs and grants of the City.

- C. Manage the Riverway Industrial/Business Park.
- D. Coordinate activities with the Federal Prison.
- E. Act as City liaison to various groups and organizations including, but not limited to the Economic Development Advisory Committee (EDAC).
- F. All other duties prescribed by ordinance or that may from time to time be assigned to the Director of ~~Planning and Economic~~ Development by the City Manager.

1-8E-6: 5 APPOINTMENT, ~~ASSISTANT~~ DIRECTOR OF ~~PLANNING AND COMMUNITY~~ DEVELOPMENT: The ~~Assistant~~ Director of ~~Planning and Community~~ Development shall be appointed by the ~~Director of Planning and Development with the approval of the~~ City Manager. The ~~Assistant~~ Director of ~~Planning and Community~~ Development shall be under the supervision of the ~~Director of Planning and Development~~ City Manager and shall supervise the Community Development Subdivision of the Department of ~~Planning and Community~~ Development.

1-8E-7: 6 DUTIES: The ~~Assistant~~ Director of ~~Planning and Community~~ Development shall have the following duties:

- A. Supervise and Administrate the Community Development Block Grant Program.

~~B. Assist the Director of Planning and Development with the TIF, Enterprise Zone, Build Illinois and other related programs and grants of the City.~~

- ~~C.~~ B. Administer the Fair Housing and Human ~~Rights~~ Ordinance.

~~D. Coordinate the Affordable Housing Program/Committee.~~

- ~~E.~~ C. Perform such other duties as the ~~Director of Planning and Development and~~ City Manager may from time to time prescribe.

ORD. NO. 2393 10/25/04)

- D. Serves as the City's liaison for the Mayor's Advisory for Persons with Disabilities.
ADA

CHAPTER 8

DEPARTMENTS OF THE CITY

SECTION:

1-8-1: Departments of the City

1-8-1: DEPARTMENTS OF THE CITY: The Government of the City of Pekin shall be divided into eight (8) departmental units. Each department then may be divided into divisions or subdepartments as the case may be. Each of these departments and their subdivisions shall be under the general supervision of the City Manager, and the departments shall be as follows:

Finance Department

~~Personnel Department~~ Human Resource Department (formerly Personnel Department)

Police Department

Fire Department

~~Planning and~~ Economic and Community Development Departments (ORD. NO. 2393 10/25/04)

~~Solid Waste and~~ Transportation Department

Public Works Department

Corporation Counsel

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

CHAPTER 8B

~~PERSONNEL~~ ~~HUMAN RESOURCES~~ DEPARTMENT

SECTION:

- 1-8B-1: Creation of Department, ~~Personnel~~ ~~Human Resources~~ Department
- 1-8B-2: Creation of Office, ~~Personnel~~ ~~Human Resources~~ Director
- 1-8B-3: Appointment; Bond; Oath
- 1-8B-4: ~~Personnel~~ ~~Human Resources~~ Director's Duties

1-8B-1: CREATION OF DEPARTMENT, ~~PERSONNEL~~ ~~HUMAN RESOURCES~~ DEPARTMENT: There is hereby established and created a ~~Personnel~~ ~~Human Resources~~ Department. Such department is to be under the direct supervision and control of the City Manager. The ~~Personnel~~ ~~Human Resources~~ Department shall consist of the ~~Personnel~~ ~~Human Resources~~ Director and such other positions as may be approved from time to time by the City Council.

1-8B-2: CREATION OF OFFICE, ~~PERSONNEL~~ ~~HUMAN RESOURCES~~ DIRECTOR: There is hereby established and created the position of ~~Personnel~~ ~~Human Resources~~ Director. The ~~Personnel~~ ~~Human Resources~~ Director shall be the supervisor of the ~~Personnel~~ ~~Human Resources~~ Department.

1-8B-3: APPOINTMENT: The ~~Personnel~~ ~~Human Resources~~ Director shall be appointed by the City Manager and shall be under the supervision of the City Manager.

1-8B-4: PERSONNEL DIRECTOR'S DUTIES: The ~~Personnel~~ ~~Human Resources~~ Director shall:

- A. Serve as the Americans With Disabilities Act Coordinator and the EEOC Coordinator as to all matters involving personnel.
- B. Maintain all personnel files of City employees in a secure system.
- C. Establish procedures for advertising for, interviewing and hiring employees.
- D. Administer all employee benefit plans.
- E. Administer the Personnel Policy and recommend revisions as needed to the City Manager.
- F. Administer the various collective bargaining agreements.
- G. Assist each year in preparing the annual personnel plan.

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

H. Supervise the City's Insurance Committee

I. All other duties prescribed by ordinance or that may from time to time be assigned to the ~~Personnel~~ Human Resources Director by the City Manager.

(ORD. NO. 2393 10/25/04)

Formatted: Font color: Red,
Strikethrough

CHAPTER 8E

DEPARTMENTS OF ~~PLANNING~~ ECONOMIC AND COMMUNITY DEVELOPMENT

SECTION:

- 1-8E-1: Creation of Department, Department of ~~Planning~~ Economic and Community Development
- 1-8E-2: Creation of Office, Director of ~~Planning and~~ Economic Development
- 1-8E-3: Appointment; Bond; Oath
- ~~1-8E-4: Subdivision of Department of Planning and Economic Development~~
- 1-8E-~~5~~ 4: Duties
- 1-8E-~~6~~ 5: Appointment, ~~Assistant~~ Director of ~~Planning and~~ Community Development
- 1-8E-~~7~~ 6: Duties

1-8E-1: CREATION OF DEPARTMENT, DEPARTMENT OF ~~PLANNING AND ECONOMIC~~ DEVELOPMENT: There is hereby established and created a Department of ~~Planning and~~ Economic Development. Such department is to be under the direct supervision and control of the City Manager. The Department of ~~Planning and~~ Economic Development shall consist of the Director of ~~Planning and~~ Economic Development and such other positions as may be approved from time to time by the City Council.

1-8E-2: CREATION OF OFFICE, DIRECTOR OF ~~PLANNING AND ECONOMIC~~ DEVELOPMENT: There shall be a Director of ~~Planning and~~ Economic Development who shall be the supervisor of the Department of ~~Planning and~~ Economic Development

1-8E-3: APPOINTMENT: The Director of ~~Planning and~~ Economic Development shall be appointed by the City Manager and shall be under the supervision of the City Manager.

~~1-8E-4: SUBDIVISION OF DEPARTMENT OF PLANNING AND DEVELOPMENT: Within the Department of Planning and Development and under the direct supervision of the Director of Planning and Development shall be the following divisions:
Economic Development
Community Development~~

1-8E-~~5~~ 4: DUTIES: The Director of ~~Planning and~~ Economic Development shall have the following duties:

- A. Develop short and long-range development plans for the City and implement same.
- B. Supervise and coordinate TIF, Enterprise Zone, ~~Community Development Block Grant Program, Build Illinois Grant~~, and other related programs and grants of the City.
- C. Manage the Riverway Industrial/Business Park.
- D. Coordinate activities with the Federal Prison.

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

E. Act as City liaison to various groups and organizations including, but not limited to, the Economic Development Advisory Committee (EDAC).

F. All other duties prescribed by ordinance or that may from time to time be assigned to the Director of ~~Planning and~~ Economic Development by the City Manager.

1-8E-~~6.5~~: APPOINTMENT, ~~ASSISTANT~~ DIRECTOR OF ~~PLANNING AND COMMUNITY~~ DEVELOPMENT: The ~~Assistant~~ Director of ~~Planning and~~ Community Development shall be appointed by the ~~Director of Planning and Development with the approval of the~~ City Manager. The ~~Assistant~~ Director of ~~Planning and~~ Community Development shall be under the supervision of the ~~Director of Planning and Development~~ City Manager and shall supervise the Community Development Subdivision of the Department of ~~Planning and~~ Community Development.

1-8E-~~7.6~~: DUTIES: The ~~Assistant~~ Director of ~~Planning and~~ Community Development shall have the following duties:

- A. Supervise and Administrate the Community Development Block Grant Program.
- B. Assist the Director of ~~Planning and~~ Economic Development with the TIF, Enterprise Zone, Build Illinois and other related programs and grants of the City.
- C. Administer the Fair Housing and Human Relations Ordinances.
- D. Coordinate the Affordable Housing Program/Committee.
- E. Perform such other duties as the ~~Director of Planning and Development and~~ City Manager may from time to time prescribe.
- F. Serve as the City's American with Disabilities Act coordinator for all matters except personnel matters (Human Resources Director).

ORD. NO. 2393 10/25/04)

Deleted:

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

CHAPTER 8F

DEPARTMENT OF ~~SOLID WASTE AND~~ TRANSPORTATION

SECTION:

- 1-8F-1: Creation of Department, Department of ~~Solid Waste and~~ Transportation
- 1-8F-2: Creation of Office, Director of ~~Solid Waste and~~ Transportation
- 1-8F-3: Appointment; Bond; Oath
- 1-8F-4: Subdivision of Department of ~~Solid Waste and~~ Transportation
- 1-8F-5: Duties

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

1-8F-1: CREATION OF DEPARTMENT, DEPARTMENT OF ~~SOLID WASTE AND~~ TRANSPORTATION: There is hereby established and created a Department of ~~Solid Waste and~~ Transportation. Such department is to be under the direct supervision and control of the City Manager. The Department of ~~Solid Waste and~~ Transportation shall consist of the Director of ~~Solid Waste and~~ Transportation and such other positions as may be approved from time to time by the City Council.

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

1-8F-2: CREATION OF OFFICE, DIRECTOR OF ~~SOLID WASTE AND~~ TRANSPORTATION: There shall be a Director of ~~Solid Waste and~~ Transportation who shall be the supervisor of the Department of ~~Solid Waste and~~ Transportation.

1-8F-3: APPOINTMENT: The Director of ~~Solid Waste and~~ Transportation shall be appointed by the City Manager and shall be under the supervision of the ~~City Manager~~ Public Works Director.

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

1-8F-4: SUBDIVISION OF DEPARTMENT OF ~~SOLID WASTE AND~~ TRANSPORTATION: Within the Department of ~~Solid Waste and~~ Transportation shall be the following departments:

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Bus Department
(including Municipal and School Bus Department)

~~Public Lands and Property~~

~~Solid Waste Division~~

City Mechanics

Formatted: Font color: Red, Strikethrough

Employees of the Department of ~~Solid Waste and~~ Transportation shall be assigned to one of the above departments. If an employee is assigned to perform work for more than one of the above departments, the employee's expenses, salary and other benefits shall be allocated pro-rata to the division to which the employee is assigned. All employees of the Department of ~~Solid Waste and~~ Transportation including the secretaries, bus drivers, monitors, ~~and mechanics, custodians, janitors, solid waste drivers and persons employed in or about the care, custody and protection of public or municipal buildings or property,~~ shall be under the supervision of the Director of ~~Solid Waste and~~ Transportation.

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Underline, Font color: Red, Strikethrough

1-8F-5: DUTIES: The Director of ~~Solid-Waste and~~ Transportation shall:

- A. Have charge and custody of ~~all buildings and real estate of the City, the operation of Municipal Bus Line, the School Bus Line, Garbage Collection, Yardwaste Collections and Recycling Collections, all public parks and playgrounds and of all other physical property, other than records, not assigned to some other department, and City mechanics as well as the City's flason with City Link for the City's Municipal Bus Service.~~
- B. Cause to be made and have charge of and direct all repairs necessary or proper to or upon the municipal buildings and property aforesaid and have the responsibilities for their care and protection.
- C. Cause all buildings used for municipal purposes to be kept in a clean and sanitary condition.
- ~~D. Serve as the City's Americans With Disabilities Act coordinator for all matters except personnel matters.~~
- ~~E. D.~~ Supervise and direct all the sub-departments of the Department of ~~Solid-Waste and~~ Transportation.
- ~~F. E.~~ All other duties prescribed by ordinance or that may from time to time be assigned to the Director of ~~Solid-Waste and~~ Transportation by the City Manager or the Public Work's Director.

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

CHAPTER 8G

DEPARTMENT OF PUBLIC WORKS

SECTION:

- 1-8G-1: Creation of Department, Department of Public Works
- 1-8G-2: Creation of Office, Director of Public Works
- 1-8G-3: Appointment
- 1-8G-4: Subdivision of Department of Public Works
- 1-8G-5: Duties
- 1-8G-6: Creation, Street Department
- 1-8G-7: Office Created, Street Department Supervisor
- 1-8G-8: General Duties
- 1-8G-9: Creation of Position, Wastewater Treatment Supervisor
- 1-8G-10: General Duties
- 1-8G-11: Creation, Department of Code Enforcement
- 1-8G-12: Creation of Position, Supervisor of Code Enforcement
- 1-8G-13: Creation of Position, Electrical Inspector
- 1-8G-14: Bond; Oath
- 1-8G-15: Outside Business Prohibited
- 1-8G-16: Powers and Duties
- 1-8G-17: Creation of Position, Sewer and Plumbing Inspector
- 1-8G-18: Bond
- 1-8G-19: Duties
- 1-8G-20: Creation of Position, Building Inspector
- 1-8G-21: Powers and Duties
- 1-8G-22: Creation of Position, HVAC Inspector
- 1-8G-23: Powers and Duties
- 1-8G-24: Creation of Position, City Engineer
- 1-8G-25: Powers and Duties

(ORD. NO. 2393 10/25/04)

1-8G-1: CREATION OF DEPARTMENT, DEPARTMENT OF PUBLIC WORKS:

There is hereby established and created a Department of Public Works. Such department is to be under the direct supervision and control of the Manager. The Department of Public Works shall consist of the Director of Public Works and such other positions as may be approved from time to time by the City Council. (Ord. No. 2341 09/22/03)

1-8G-2: CREATION OF OFFICE, DIRECTOR OF PUBLIC WORKS: There shall be a Director of Public Works. The purpose of this position shall be as follows:

The purpose of the Director of Public Works portion of this position is to direct, plan, coordinate and facilitate public works construction projects, maintenance and repair activities and personnel. The work is performed under the direction of the City Manager. (Ord. No. 2341 09/22/03)

1-8G-3: APPOINTMENT: The Director of Public Works shall be appointed by the Manager and shall be under the supervision of the Manager. (Ord. No. 2341 09/22/03)

1-8G-4: SUBDIVISION OF DEPARTMENT OF PUBLIC WORKS: Within the Department of Public Works shall be the following departments:

Streets and Sewers
Sewage Treatment
Engineering
Code Enforcement
Solid Waste
Public Properties
Technology (IT and GIS)

1-8G-5: DUTIES: The Director of Public Works shall have the following duties:

A. Inventory and Maps: The Director of Public Works shall keep an accurate inventory of all public property of the City used or controlled by any department thereof and shall keep accurate maps, plats and records of all public works, lands or property owned by the City.

B. The Director of Public Works shall supervise and direct all the sub-departments of the Department of Public Works.

C. All repairs, construction or reconstruction of any and all streets, and of all adjuncts and appurtenances thereto which may be made in whole or part of money allotted to the City from the State as its share of the motor fuel tax shall be under the control of the Director of Public Works.

D. The Director of Public Works shall have the additional duties:

1. Administer City public works operations and projects including construction, repair and maintenance of streets, sewers and sewage treatment.
2. Oversee contract operations,
3. Provide technical advise, information and assistance to City officials, other City Departments, developers, State/Federal agency personnel regarding public works projects, requirements and objectives. Research and prepare, or direct preparation of a variety of statistical and narrative reports, correspondence memos, articles, etc. Analyze proposals, plans and specifications for projects. Supervise consultants assigned to Department projects.
4. Supervise daily Department operations. Assign projects and task priorities.
5. Assist City officials, agencies developers and business representatives in planning major developments. Research and recommend project funding from grants, Federal and State sources.
6. Prepare or direct preparation of annual Department and capital budgets. Review past expenditures and proposed projects. Recommend Department equipment acquisitions, materials/supply needs and staffing levels. Monitor budget expenditures.

7. Attend and participate in a variety of meetings such as City Council, Business/civic group, neighborhood group, pre-construction, City staff, Department, etc.
8. Assist with City economic development marketing efforts.
9. Prepare and recommend City ordinances/codes and changes.
10. Assure Department compliance with Federal and State regulations.
11. Coordinate Department activities with utility companies' activities.

E. All otherwise duties prescribed by ordinance or that may from time to time be assigned to the Director of Public Works by the City Manager. (Ord. No. 2341 09/22/03)

1-8G-6: CREATION, STREET AND SOLID WASTE DEPARTMENT: There is hereby created the Street and Solid Waste Department, which shall be a subdivision of the Department of Public Works, under the supervision of the Director of Public Works.

1-8G-7: OFFICE CREATED, ~~STREET DEPARTMENT~~ PUBLIC WORKS OPERATIONS SUPERVISOR: There is hereby created the position of ~~Street Department~~ Public Works Operations Supervisor, who shall be appointed by the Director of Public Works with the approval of the City Manager. The ~~Street Department~~ Public Works Operations Supervisor is hereby assigned to the Street and Solid Waste Departments and shall be under the supervision of the Director of Public Works.

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red, Strikethrough

1-8G-8: GENERAL DUTIES:

A. The ~~Street Department~~ Public Works Operations Supervisor shall have charge of and supervision over and direction of the cleaning and sprinkling of streets, avenues, alleys and public places; the construction and reconstruction of all street improvements, sidewalks, crosswalks, drains, ditches, gutters, culverts, crossing bridges, viaducts, subways, sewers and other improvements, and of the repair thereof, except when such improvements or repairs are paid for by special assessments. He shall have charge of and supervision over the lighting of all streets, as well as the wastewater lift stations and combined sewer overflows. ~~He shall also be in charge of Solid Waste (Garbage, Yardwaste and Recycling Collection and Disposal).~~

Formatted: Font color: Red, Strikethrough

B. The ~~Street Department~~ Public Works Operations Supervisor shall report to the Director of Public Works any ordinance violation with relation to the care or use of streets, alleys, sewers or sidewalks in the City, of which he may become cognizant.

Formatted: Font color: Red, Strikethrough

C. The ~~Street Department~~ Public Works Operations Supervisor shall have such other duties as may be assigned by the Director of Public Works or the City Manager.

Formatted: Font color: Red, Strikethrough

1-8G-9: CREATION OF POSITION, SUPERVISOR OF WASTEWATER TREATMENT: There is hereby created the position of Supervisor of Wastewater Treatment who shall be appointed by the Director of Public Works with the approval of the City Manager, under the supervision of the Director of Public Works.

1-8G-10: GENERAL DUTIES

A. The Wastewater Treatment Supervisor shall have charge of and supervision over all direction of the operation and maintenance of the wastewater treatment facilities.

B. The Wastewater Treatment Supervisor shall report to the Director of Public Works any ordinance violation with relation to the care or use of wastewater treatment facilities in the City, of which he may become cognizant.

C. The Wastewater Treatment Supervisor shall have such other duties as may be assigned by the Director of Public Works or the City Manager.

1-8G-11: CREATION. DEPARTMENT OF CODE ENFORCEMENT: There is hereby created the Department of Code Enforcement, which shall be a subdivision of the Department of Public Works, under the supervision of the Director of Public Works. Have charge and custody of all buildings and real estate of the City, physical property, other than records, not assigned to some other department.

Deleted:

1-8G-12: CREATION OF POSITION, CODE ENFORCEMENT OFFICER. There is hereby created the position of Code Enforcement Officer, who shall be appointed by the Director of Public Works with the approval of the City Manager, and shall be under the supervision of the Director of Public Works. Shall supervise and direct all employees within the Department of Code Enforcement. (Ord. No. 2395 11/08/04)

1-8G-13: CREATION OF POSITION, ELECTRICAL INSPECTOR: There is hereby created the position of Electrical Inspector, who shall be appointed by the Director of Public Works with the approval of the City Manager. He shall be assigned to the Department of Code Enforcement and shall be under the supervision of the Director of Public Works.

1-8G-14: BOND; OATH: Before entering upon the duties of his office, the Electrical Inspector shall file a bond with security to be approved by the City Council in the sum of One Thousand Dollars (\$1,000.00) payable to the City. Said bond shall be conditioned upon the faithful performance of his duties. He shall also take and subscribe an oath to faithfully discharge the duties of his office, which oath, together with the certificate of his appointment, shall be filed with the City Clerk.

1-8G-15: OUTSIDE BUSINESS PROHIBITED: It shall be unlawful for the Electrical Inspector, except in the performance of his duties, to engage in the business of installation, alteration, maintenance or sale of electric wiring, electric devices or electrical material, either directly or indirectly, and he shall have no financial interest in any concern engaged in such business in the City.

1-8G-16: POWERS AND DUTIES:

A. Generally: The following authority shall be granted to the Electrical Inspector:

1. He shall have the right, during reasonable hours or at any time when a danger exists, to enter any building in the discharge of his official duties or for the purpose of making

an inspection, reinspection or test of the installation of electrical wiring, devices, appliances and equipment contained therein.

2. He shall have the authority to cut or disconnect any wire in cases of emergency where conditions are dangerous to safety of life or property or where such wire may interfere with the work of the Fire Department.

3. He is hereby authorized to disconnect or order discontinuance of electrical service to any electrical wiring, devices, appliances or equipment found to be dangerous to life or property because they are defective or defectively installed.

4. He shall have general police power for the purpose of carrying into effect the duties required of him by the Electrical Code of the City. (See Title 7, chapter 1, Article D of this Code.)

B. Inspections: He shall make all inspections necessary to see to the enforcement of the City ordinances, and no electric wiring shall be covered until it has been inspected.

C. Stop Work Order: The Electrical Inspector shall have the power to order all work stopped on construction or alteration or repair of buildings in the City when such work is being done in violation of any provision of any ordinances relating thereto. Work shall not be resumed after the issuance of such an order except on the written permission of the Inspector; provided, that if the stop order is an oral one, it shall be followed by a written stop order within an hour. Such written stop order may be served by any policeman.

Any person who shall continue work in violation of a stop order of the Electrical Inspector shall be subject to penalty as provided in Section 1-4-1 of this Code.

D. Records and Reports: The Electrical Inspector shall keep or cause to be kept a full and complete daily record of all work permits issued or other official work performed during each month together with the fees received and make a report thereof to the City Council at the first regular meeting of the Council in each month.

E. Fees to Director of Finance: All fees collected by the Electrical Inspector shall be paid to the Director of Finance monthly.

F. Delegation of Duties: The Electrical Inspector may, in writing, delegate any of his powers or duties to any Assistant Electrical Inspector appointed by the City Manager.

1-8G-17: POSITION CREATED, SEWER AND PLUMBING INSPECTOR: There is hereby created the position of Sewer and Plumbing Inspector, who shall be appointed by the Director of Public Works with the approval of the City Manager and assigned to the Department of Code Enforcement. He shall be assigned to the Department of Code Enforcement and shall be under the supervision of the Director of Public Works.

1-8G-18: BOND: The Sewer and Plumbing Inspector shall file an indemnity bond, with sureties to be approved by the City, in the sum of One Thousand Dollars (\$1000.00).

1-8G-19: DUTIES: It shall be the duty of the Sewer and Plumbing Inspector to:

- A. Examine and refer to the Director of Public Works for approval thereof all plans and specifications for sewer construction work;
- B. Inform the Director of Public Works that all of the provisions relating to the application for a permit have been complied with and that a permit should be issued;
- C. Collect the fees provided for herein and to deliver all fees to the Director of Finance within fifteen (15) days after such collection;
- D. Inspect the sewers, including house sanitary sewers and connections and house storm drains, and the materials to be used therein;
- E. Conduct tests in connection with the installation of sewers as provided for in this Code;
- F. Keep records of actions taken, examinations, inspections and tests and of permits issued;
- G. Make a monthly account of his actions and doings to the City Council; and
- H. Perform such other duties as the City Manager or Director of Public Works shall direct.

1-8G-20: CREATION OF POSITION, BUILDING INSPECTOR: There is hereby created the position of Building Inspector for the City, who shall be appointed by the Director of Public Works with the approval of the City Manager. He shall be assigned to the Department of Code Enforcement and shall be under the supervision of the Director of Public Works.

A. Qualifications: The Building Inspector, in order to be eligible for appointment as such Inspector, shall have general knowledge of building and construction and shall be physically capable of making necessary examinations and inspections of buildings and structures within the City. No applicant for Building Inspector shall be eligible to hold said office if he holds any interest, direct or indirect, in the sale or manufacture of materials, processes or devices commonly utilized in connection with building construction, alterations, removal or demolition.

1-8G-21: POWERS AND DUTIES:

1. The Building Inspector shall examine the premises and shall make necessary inspection of the premises under construction or to be under construction to see that the provisions of the Building Code (See Title 7, Chapter 1, Article A of this Code) are complied with and that any such construction shall be prosecuted in a safe and proper manner.
2. The Building Inspector shall enforce all provisions of the Building Code, and he shall, when requested by proper authorities and when the public interest so requires it, make investigations in connection with any matter covered by said Building Code and render written reports on the same to the authorities of the City.

3. It shall be the duty of the Building Inspector in enforcing compliance with the laws, to prevent or to cause to be removed all illegal or unsafe structures within the City and to secure the necessary safeguards during construction, including adequate exit facilities in all buildings and structures.

4. The Building Inspector is hereby authorized to issue any such necessary notice, notices or orders as may be necessary to effect compliance within the City to the Building Code.

5. The Building Inspector, as inspector of buildings, in the discharge of his official duties, shall, upon proper identification, have authority to enter any building, structure or premises within the City at any reasonable time for the purpose of inspection.

6. Assistance from Other Departments: The Building Inspector may request and shall receive, so far as may be necessary in the discharge of his duties, the assistance and cooperation of all other officials of the Municipality including, but not limiting, officers of the Fire Department, Police Department and the County Health Department.

1-8G-22: CREATION OF POSITION, HEATING, VENTILATING and AIR CONDITIONING (HVAC)INSPECTOR: There is hereby created the position of HVAC Inspector, who shall be appointed by the Director of Public Works with the approval of the City Manager. He shall be assigned to the Department of Code Enforcement and shall be under the supervision of the Director of Public Works.

1-8G-23: GENERAL DUTIES

A. The HVAC Inspector shall have charge of and supervision over all direction of the operation and maintenance of the heating, air conditioning and ventilation systems.

B. The HVAC Inspector shall report to the Director of Public Works any ordinance violation with relation to the operation and maintenance of the heating, air conditioning and ventilation systems.

C. The HVAC Inspector shall have such other duties as may be assigned by the Director of Public Works or the Manager.

1-8G-24: CREATION OF POSITION, CITY ENGINEER: There is hereby created the position of City Engineer, who shall be appointed by the Director of Public Works with the approval of the City Manager.

1-8G-25: POWERS AND DUTIES:

A. The City Engineer shall have the following duties:

1. Provide technical advice, information and assistance to City officials, other City Departments, developers, State/Federal agency personnel regarding public works projects, requirements and objectives. Research and prepare, or direct preparation of a variety of statistical and narrative reports, correspondence memos, articles, etc. Analyze proposals, plans and specifications for projects.
 2. Oversee and facilitate engineering design and construction supervision. Coordinate Department activities with utility companies' activities.
 3. Coordinate Infrastructure design and construction supervision in subdivisions and other private development.
 4. Coordinate land surveys, research and prepare legal property descriptions.
 5. Attend and participate in a variety of meetings such as City Council, Planning Commission, Business/Civic groups, Neighborhood groups, Pre-construction, City Staff, Department, etc.
 6. Assist with City economic development marketing efforts.
 7. Prepare and recommend City ordinances/codes and changes.
 8. Perform personnel actions. Hire, discipline and terminate employees. Recommend salary increases. Receive and act on labor grievances.
 9. Provide a variety of staff assistance to the City Manager, Mayor and City Council.
- B. All duties otherwise prescribed by ordinance or that may from time to time be assigned to the City Engineer by the Public Works Director or City Manager.

IMPOUND HEARING OFFICER AGREEMENT

THIS AGREEMENT entered into by and between the City of Pekin, an Illinois Municipal corporation, a body politic, hereinafter referred to as "City"; and Thomas Higgins, hereinafter referred to as "Hearing Officer", this _____ day of _____, 2011.

WHEREAS, previously Thomas Higgins was appointed as Hearing Officer of the City of Pekin ordinance enforcement department, subject to approval of a written agreement concerning the duties to be performed and compensation to be paid for such position; and

WHEREAS, the position of Hearing Officer of the City of Pekin ordinance enforcement department is not contemplated to involve sufficient time to justify the hiring of a full time employee; and

WHEREAS, the Hearing Officer is an attorney licensed to practice law in the State of Illinois for at least one year; and

WHEREAS, the Hearing Officer has completed or will complete a formal training program applicable to his duties described herein which satisfies the requirements of 65 ILCS 5/1-2.1-4(c).

NOW, THEREFORE, in consideration of the herein stated mutual covenants, promises and undertakings by the parties to this Agreement, it is agreed by and between the parties as follows:

1. The Hearing Officer shall conduct administrative adjudicatory hearings of ordinance violations for the City of Pekin. The Hearing Officer shall perform all of the duties as Hearing Officer required by this Agreement, any applicable requirements of 65 ILCS 5/1-2.1-1, et seq., and any applicable requirements of the City Code of the City of Pekin (collectively the "Applicable Laws").

2. The City shall pay the Hearing Officer for the performance of the duties contemplated herein at a rate of One Hundred Ten Dollars (\$110.00) per hour the Hearing Officer performs such duties for the year 2010. Prior to payment, the Hearing Officer shall present to the City's Finance Department invoices specifying the work performed. The City shall have no obligation to use the Hearing Officer's services hereunder.

3. The term of this agreement shall be for 12 months commencing January 1, 2011. The City shall have the option to reappoint Hearing Officer or another individual upon expiration of the initial 12 month period. The City may terminate this Agreement and the Hearing Officer's appointment upon 30 days notice to the Hearing Officer.

4. The City and the Hearing Officer agree and acknowledge that the Hearing Officer's appointment and his performance of his duties hereunder do not create an employer-employee relationship between the City and the Hearing Officer. The Hearing Officer is and shall be an independent contractor for all purposes, solely responsible for the results to be obtained and not subject to the control or supervision of the City regarding the manner and means of performing the services and obligations of this contract, except as provided herein and in the Applicable Laws.

5. The Hearing Officer shall determine the hours for hearings to be conducted, subject to the approval of the City, which approval shall not be unreasonably withheld. The Hearing Officer shall provide notice of the dates and times available for hearing to the City approximately 60 days prior to the hearings.

6. The City shall indemnify the Hearing Officer for all lawsuits arising out of and within the scope of the duties contemplated herein, unless such lawsuits arise out of willful and wanton

conduct or intentional conduct on the part of the Hearing Officer, beyond what is necessary to comply with the terms of this agreement.

7. This contract shall be governed by and interpreted in accordance with the laws of the State of Illinois. All relevant provisions of the laws of the State of Illinois applicable hereto and required to be reflected or set forth herein are incorporated herein by reference.

8. This contract may not be assigned or subcontracted by the Hearing Officer to any other person or entity without the written consent of the City.

9. This contract shall not be amended unless in writing expressly stating that it constitutes an amendment to this contract, signed by the parties hereto.

10. Any notice, demand or request required or which may be given hereunder to the respective parties shall be in writing and delivered personally or sent by messenger, telefax, or by air courier service, as follows:

To Hearing Officer:

Thomas Higgins
2812 N. Bigelow Court
Peoria, Illinois 61604

To the City:

City of Pekin
Attn: City Manager
111 S. Capitol
Pekin, IL 61554

Notice shall be deemed given upon delivery or mailing. Changes of address for notice shall be made in compliance with this paragraph.

11. The parties agree that the foregoing document herein referenced constitutes all the agreement between the parties and in witness thereof the parties have affixed their respective signatures on the date first noted.

CITY OF PEKIN.
an Illinois Municipal Corporation

By: _____
Its Mayor

ATTEST:

By: _____
Its Clerk

HEARING OFFICER:

Thomas Higgins



CITY OF PEKIN POLICY NO. 19-10/11

NAMING OF STREETS

Purpose

To establish uniform procedures for naming City streets that will provide individual citizens, citizens' groups or City Departments consistent guidelines for initiating such action.

Policy

1. Names of existing streets shall be used on new streets which are continuations of, or in alignment with, existing streets.
2. Streets shall not be named after any commercial organization or in a manner to honor any living person.
3. The use of thoroughfare designations, whether prefixes or suffixes, such as street, drive, avenue, etc., shall not be considered as affecting a distinction in the basic name.
4. The use of cardinal prefixes, such as North, South, East, and West, shall not be considered part of the basic or base name.
5. A street name shall not contain more than 12-letter characters, including any combinations of spaces, letters, or punctuation designations in the base portion of the name.
6. The use of compound names shall be discouraged.
7. All street name changes of publicly owned street right of way shall be recommended for change by the City Manager or his/her Staff designee and subject to processing and approval by the City Council.
8. Similar sounding street names are to be avoided to eliminate identification problems when people are reporting street names for public safety reasons.
9. The City shall not name streets on private property nor those under the jurisdiction of another governmental body.

Adopted this 10 day of January, 2011.



REQUEST FOR COUNCIL ACTION

To: Mayor and Council

CC: City Clerk

From: Frank Mackaman, Interim City Manager

AGENDA ITEM: City Manager Search Process

AGENDA DATE REQUESTED: January 10, 2011

ACTION REQUESTED: Provide guidance on process to select the City Manager

BACKGROUND: City staff seeks guidance on three matters: (1) the use of an outside firm to conduct the search; (2) the relative roles of the current and the future Councils in the process; and (3) the use of a temporary screening committee to assist in evaluating applicants.

FINANCIAL IMPACT: NA

NEIGHBORHOOD CONCERNS: NA

IMPACT IF APPROVED: Permits the search process to begin

IMPACT IF DENIED: Delays the search process

ALTERNATIVES: NA

RELATIONSHIP TO THE CONCEPTUAL PLANNING PROCESS: [check no more than 2 boxes]

- ☐ **A Prosperous Community.** To promote and sustain a balanced economy that supports expansion and retention of Family-way 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 improves the quality of life for Pekin's