

APPROVED 6/13/12

**MINUTES
METRO PEORIA AD-HOC COMMITTEE
May 9, 2012
2:30 P.M.**

MEMBERS PRESENT:	Mary Ardapple; Michael Phelan; Andrew Rand, Ryan Spain
MEMBERS ABSENT:	Timothy Riggerbach, William Spears
OTHERS PRESENT:	Lori Curtis Luther - County Administrator; Mark Rothert - Assistant Co. Administrator for Economic Development; Eric Dubrowski - Chief Financial Officer; John Hamann - Rural Economic Development Coordinator; Carol Trumpe - County Board Member; Patrick Urich - Peoria City Manager; Chris Setti - City of Peoria; Amy Benecke McLaren - County Highway; Doug Crew - PASS Forward; Chris Kaergard - PJS; Alex Rusciano - WCBU radio

The meeting was called to order by Chairperson Ardapple at 2:35 p.m.

Approval of Minutes

A motion to approve the minutes of April 4, 2012 was made by Mr. Phelan and seconded by Mr. Spain. The motion carried.

Discussion

- Definition of Success

Ms. Ardapple initiated a discussion on how committee members view the committee's success, from both policy making and administrative perspectives. Suggestions include:

- increasing efficiency of services to be delivered to constituents, and the effectiveness of those services
- maximizing the value of those services to taxpayers by potentially experiencing efficiencies in terms of cost or expense (an effective accountability of cost avoidance)
- understanding the difference between what the committee can and cannot do, with more effectiveness in clarifying the differences to the public.
- create a balancing act between efficiency and effectiveness; continue to build on the strong relationships between the two units of government in order to be able to deliver and integrate/consolidate services.
- demonstrate to the public how the process can collectively avoid some costs and add value in a measurable way, along with quantifying the benefits to the public.
- a culture change is necessary, beginning with managers and their staff, to think "cooperation first", with the administrative teams effectively communicating this mindset within the organizations
- clear and transparent communication to constituents; well-articulating topics and progress made

- Branding/Marketing

Ms. Luther noted that the Committee has expressed the desire to create greater internal and external awareness of collaboration efforts between the City and County. She advised that an RFP will be issued, and if pricing is within the contractual limitations between city and county, a contract could be issued for professional services to accomplish outlined objectives. She stated that the RFP would include implementation strategies for internal

communication plans and tactics, identifying a process for sharing with the public, and consistent messaging. She added that, at a minimum the deliverables would include the development of a MetroPeoria website and a marketing strategy for raising awareness of collaborative efficiencies and cost savings/avoidance, as well as a process for measuring increased awareness.

Mr. Ryan said that although he supports the concept, he would prefer to use in-house resources as much as possible in moving forward. Mr. Urich stated that in-house staff will be utilized to assist with the process.

- Updated Cooperation Matrix

Mr. Setti advised that the matrix has been reviewed and updated. Further changes and updates will be ongoing, with updates made as necessary. Ms. Ardapple stated that net value of an action/topic should be incorporated. Mr. Urich agreed to the need to quantify the cost being avoided by working cooperatively. (Mr. Phelan enters meeting).

Mr. Spain noted that, although it would be difficult to reflect in the matrix, topics such as discussions between the Chief of Police and the Sheriff may be initial steps that the Committee can take that serve a strategic purpose of alignment within a specific category, displaying that the Committee can create shared structures that create the path forward on more difficult issues.

- Public Works

Fuel Agreement: Mr. Setti advised that the County has a fleet of flexible fuel vehicles that can take E85, but no capacity to dispense E85 at their own facilities. The City has an E85 tank at their Dries Lane facility. The agreement allows the County to utilize the city fuel facilities. Ms. Ardapple suggested contacting the school and park districts to determine their interest in using the facility as well.

Mr. Spain questioned whether there was a process whereby this Committee, the City or the County could create better efficiencies in processing these types of agreements. Ms. Ardapple suggested reviewing the procedure in several months after staff has become more familiar with the process.

A motion to move the agreement forward to both governmental units for formal adoption was made by Mr. Spain and seconded by Mr. Phelan. The motion carried.

Facilities On Call: Mr. Setti clarified that the agreement relates to facilities projects. He advised that the City employs skilled trades people in facilities, and there may be opportunities for the City to be a viable bidder for County work. The proposed agreement is a mechanism by which to do this, and would establish rates and determine how the process would work. A motion to move the agreement forward to both governmental units for formal adoption was made by Mr. Rand and seconded by Mr. Spain. The motion carried.

Traffic Agreement: Mr. Setti advised that this draft agreement pertains to signals and road striping. He noted that the City currently contracts with IDOT to perform signal maintenance and striping work on state highways within the city limits, and added the City has also been providing a similar service to the County with no formal agreement behind it. The proposed agreement would formalize a procedure already being performed. A motion to move the agreement forward to both governmental units for formal adoption after final approved revisions by the County Administrator and City Manager, was made by Mr. Spain and seconded by Mr. Phelan. The motion carried.

- IT

IT Inventory: Ms. Luther noted that the attached inventory list emphasizes the complexity and scope of any potential joint projects. She advised that the next step will be analyzing the information to clarify direction on decision points in shifting the current platforms of the City and County for more similarities and opportunities for cooperation. She advised that a consultant may be utilized to assist both City and County IT departments in positioning for strategic decisions on replacing equipment, software, etc.

- Managed Competition

Mr. Urich explained that managed competition is creating a system whereby current staff can compete and bid on services along with the private sector. He distributed an informational handout on the concept and background, detailing ways of using the process to determine if staff can compete with the private sector for the delivery of certain services. Mr. Luther added that there may be future opportunities for the City and County to jointly explore the highest quality and least cost provision of service.

Miscellaneous

Ms. Ardapple advised that the Rolling Forecast will be updated and presented next month.

Mr. Setti noted the success of governmental units and communities in working cooperatively in relation to the electric aggregation.

Mr. Spain stated he would like to see the committee continue to move forward with broader public works items, such as snow removal and further discussion on roads, in the categories of maintenance, snow removal, etc.

The next meeting was scheduled for June 13, 2012 at 2:30 p.m.

The meeting was adjourned at 3:52 p.m.

Recording Secretary: Jan Kleffman