

**MINUTES
METRO PEORIA AD-HOC COMMITTEE
JUNE 16, 2014
2:00 PM**

MEMBERS PRESENT	Timothy Riggerbach Andrew Rand Mary Ardapple	Michael Phelan Ryan Spain W. Eric Turner
MEMBERS ABSENT	None	
OTHERS PRESENT	Amy McClaren, County Engineer Becca Cottrell, County Recycling & Resource Conservation Carol Trumpe, County Board Chris Switzer, City Purchasing Department Greg Chance, City/County Health Department Karen Raithel, County Recycling & Resource Conservation	Kate Green, Assistant to the City Manager Lori Curtis Luther, County Administrator Mark Rothert, Assistant County Administrator Patrick Urich, City Manager Phil Salzer, County Board Steve Sonnemaker, County Clerk Tom Bride, City Election Commission Executive Director

The meeting was called to order by Chairman Riggerbach at 2:02 PM.

APPROVAL OF MINUTES

A motion to approve the minutes of the April 9, 2014, meeting was made by Member Turner; seconded by Member Phelan. The motion was approved unanimously by viva voce vote.

DISCUSSION

Presentation by Peoria City/County Health Department

Mr. Chance provided an update on new policies adopted by the City/County Health Department relating to the regulation of open air dining establishments. He said that a number of establishments exist with different caveats. He said that the Department is working with existing establishments to work toward compliance in terms of secondary controls for concerns such as pests. He noted that open air accommodations are sometimes found during routine inspections.

Member Ardapple inquired as to the timeframe allotted to restaurant owners when violations are found during inspections. Mr. Chance said that unless there is a significant health risk, establishments are typically given thirty days to remedy the issue. He stated that when establishments exhibit a willingness to work with the Health Department to fix the concern, then there can also be extensions of the deadline if necessary. Member Ardapple thanked Mr. Chance for the efforts of the Health Department to be business

friendly. Mr. Chance noted that there is a delicate balance between enforcing regulations and working alongside the industry.

Mr. Chance also mentioned the legislation that was passed to allow in-home baking. He noted that jurisdictions are required to pass enabling ordinances in order to take advantage of the new statute. He also said that the Health Department is willing to work with the governing bodies to establish the appropriate ordinances if there is interest in doing so.

Mr. Chance then provided an overview of the County health rankings. He commented that under the national model, clinical care represents only 20% of what influences the health of a community. He said that other factors include socioeconomic status and behaviors. He said that Peoria County ranks poorly in comparison to the remaining Counties in Illinois. Mr. Chance mentioned the comparison of Peoria County to Woodford County, and noted that even though the two are geographically close, the demographics and health factors within the two Counties are drastically different. He said that the Health Department has pursued the analysis of health factors at the zip code level in order to identify the areas in most need of attention. He said that the focus of public health dollars will be in these targeted areas.

Member Spain asked if there are other Counties in Illinois that are more comparable to Peoria County. Mr. Chance said that Macon County and the Metro East area including St. Clair and Madison Counties align with more of the health factors of Peoria County. He said that Macon County has worse outcomes than Peoria County.

Mr. Chance continued to describe the complexity of population health issues. He stated the need to engage the community health system stakeholders in order to optimize the allocation of resources. He said that the Health Department is working in cooperation with Quality Quest with the goal of aligning resources and developing one document that outlines the strategic plan to address issues within the community. He mentioned hospitals, non-profit agencies, public policymakers and others within the group of stakeholders. He commended the City for new development of the Main Street and University Street intersection which promotes walking.

Chairman Riggerbach thanked Member Ardapple for bringing the health concerns of the community to the table for Committee discussions. Member Spain commented that the City could place greater emphasis on aligning Community Development Block Grant (CDBG) funds with the strategic initiatives of the Health Department. Mr. Urich said that the City's Human Resources Commission (HRC) goes through a ranking process and can add specific factors when ranking applications.

Transfer of Fiscal Agent Responsibilities for City Election Commission to County

Chairman Riggerbach stated that as a small step toward full consolidation, he brought forth a plan to consolidate the fiscal responsibilities for the City Election Commission under the County. He commented that the County currently collects the funds and then sends a check to the City to cover the expenses of the Election Commission. He said that there can be a surplus or deficit on a yearly basis due to the fact that the calculation is

based on the equalized assessed value (EAV) of property rather than the actual cost to run the elections. He said that in the past, there have been concerns about how the City manages any surplus funds. He provided a document with the accounting of all funds provided to the City, but also noted that streamlining the fiscal responsibilities could eliminate these concerns. He informed the Committee that the proposed change would not impact day to day operations for the Election Commission

Ms. Curtis Luther stated her support for making the County the fiscal agent for the Election Commission. She said that the only area of concern she had was the funding mechanism of future upgrades that the Election Commission is expected to make over the next five to ten years.

Mr. Bride commented that the Board for the Election Commission did not have an objection to the proposed change. He did voice concern, however, about the lack of formal agreement between the Election Commission and the City. He said that with the impending proposed changes, now would be a good time to formalize the relationship.

Member Rand said that since the County brought this concept forward as a referendum in 2004, there have been wavering discussions back and forth between the City and County. He noted that the change would give the County the authority to examine the Election Commission's budget and expenses at a different level than has been permitted historically. He said that the small step of streamlining the fiscal responsibility of the Election Commission would provide the push for appropriate legislation for the complete consolidation of the two offices. He asked who would serve as the fiscal agent for the County. Ms. Curtis Luther said it would likely be the County Board as a whole. She said that an intergovernmental agreement would make it clear. She also noted that while the Committee was not currently discussing consolidation, placing the fiscal responsibility with the County provides a greater likelihood that consolidation could be realized in the future.

Member Phelan asked if the Board of the Election Commission would continue to exist. Mr. Urich indicated that it would. Mr. Bride commented that the salaries are set by the Commission, but statute defines the minimum salary. He said the minimum has been historically used. Chairman Riggerbach commented that the City Council does not establish salaries or set the levy, it is all accomplished by State statute. Mr. Bride noted that it is the interpretation of the Election Commission that any budgetary shortfalls would still be the responsibility of the City.

Member Phelan inquired who at the County would provide oversight. Ms. Curtis Luther said that it would likely fall under County administration, and a new position would not be required. Member Phelan also asked about what procurement rules the Election Commission uses. Mr. Bride said that the Election Commission rarely spends enough to have to utilize procurement rules, but that an open bidding process is used.

Member Turner asked for a timeline for formalizing an agreement. Ms. Curtis Luther said that there are not any time constraints, but it would be ideal to formalize an agreement in time to transfer the responsibilities by January 1. Member Spain asked if

the transition would create any issues with the election cycle. Mr. Bride said that it would not, and the January 1 date would work well as it would align with the fiscal year.

Member Spain noted that he was unaware of the City's responsibility to cover any budgetary shortfall experienced by the Election Commission. He said that adequate protections need to be in place in order to ensure City input when decisions are made that impact the budget. Mr. Bride said that the Chief Judge audits all bills that are first approved by the Board, and that the City does not pay until bills are signed off by the Chief Judge.

Clerk Sonnemaker said that one of the issues discussed several years ago when this topic of consolidation first came up was the location of the Election Commission. Ms. Curtis Luther commented that this has been a topic of conversation at the staff level. She said that there are options for different accommodations. Mr. Urich said that absent an agreement that changes the location of the Election Commission, it will remain where it is. Mr. Bride commented that these questions are the reason that a formal agreement would be advantageous for all involved parties.

Member Phelan asked if the employees at the Election Commission are under a collective bargaining unit. Mr. Bride said that they are not.

Update on Sustainability Planning Contract

Ms. Cottrell provided the Committee with an update on the City/County Sustainability Plan. She said that the plan included the following elements: facilities, operations, purchasing, employees and solid waste. She noted that goals and action items were development for each of the areas.

Member Ardapple commented that the spirit of the Committee is realized when the two units of government come together to address issues collectively. Member Spain inquired about the next steps for the Waste Management Plan. Ms. Raithel said that the name has been changed to Resource Management Plan, and that it will be released for public comment next month. She said that it will go back to the County Health Committee for approval and then on to the County Board. She said that several other groups are being solicited for feedback, and that she would reach out to the Committee next month for the Members' feedback as well. Member Ardapple suggested sending the plan to Committee Members before the meeting so there would be adequate time for review.

Update on City-County Legislative Initiatives

Mr. Urich said that there were no updates to report from the City. Ms. Curtis Luther said that there has been progress on retrieving the \$1 million that was originally allocated to the County for the museum project, but the funding has not yet been received.

Discussion of Country Life Music Festival

Ms. Curtis Luther discussed the continued collaborative effort across many jurisdictions to work toward a successful event. She said that all potentially impacted parties have been in communication, including the Sherriff's Office, Police Departments, Public

Works, Highway Department, Fire Departments, AMT and others. She said that the groups using this event as an opportunity to demonstrate how planning ought to occur when this type of event is proposed. Chairman Riggerbach asked if City Councilman Montelongo has been kept apprised of the progress. Mr. Urich said that he has, and that the hang tags that will be used for parking have been received well by the impacted neighborhoods.

Member Spain asked if the County has given consideration to developing permitting or regulatory processes for this type of event. Ms. Curtis Luther said that a permit for a large event gathering for a for-profit organization is in discussion. She said that staff is still sifting through potential options. She also noted concerns about a lack of mechanism to recoup costs that are incurred from the upcoming event.

Discussion on Cooperation between City Community Development and County Assessor

Mr. Urich said that the City had received a request from the County concerning access to the City's system for building permits. He said that in years past, the Assessor's Office received paper copies which then had to be manually sorted. Ms. Curtis Luther said that the Assessor's Office now has access to the digital files, and that staff took the initiative to start that channel of communication before being approached by administration. She said that this was a sign of the benefits of improved communication between the County and City.

Election of New Committee Officers

Chairman Riggerbach stated that the time had come to elect new Officers for the Committee. He opened the floor for nominations. Member Ardapple nominated Member Phelan for the role of Chairman; seconded by Member Turner. The motion was approved unanimously by viva voce vote.

Member Turner nominated Member Spain for the role of Vice Chairman; seconded by Member Phelan. The motion was approved unanimously by viva voce vote.

FUTURE AGENDA ITEMS

Intergovernmental Agreement for City Election Commission Fiscal Agent

Minority Business Enterprise Development

City-County Road Transfer Agreement Revisions

Discussion of Revised IGA regarding Springdale Cemetery

Update on Election Commission Trailer Bill

Joint Legislative Agenda Update, Monthly

Stormwater Management Update, Following Receipt of Final Report from TCRPC

ADJOURNMENT

The meeting was adjourned by Chairman Riggerbach at 3:20 PM.