

**MINUTES OF THE MEETING OF THE MAYOR
AND THE COMMITTEE-OF-THE-WHOLE OF
THE CITY OF EAST MOLINE, ILLINOIS
MONDAY, SEPTEMBER 20, 2021**

ROLL CALL

Mayor Pro-Tem Jayne O'Brien called the meeting to order and directed City Clerk Wanda Roberts-Bontz to call the roll. The following Aldermen were present: Larry Toppert, Gary Almblade, Nancy Mulcahey, Jayne O'Brien, Rhea Oakes, Maria Tapia and Jose Rico. **6:56 p.m.**

ADDITIONS/CORRECTIONS TO AGENDA

None.

FLEET & ASSET MANAGEMENT PROGRAM (Ms. Annaka Whiting –Director of Finance/Doug Maxeiner – City Administrator)

Currently the City utilizes an internal service fund for Motor Pool in which departments are charged a specific amount each year, the intention of this fund is to act as an internal service fund established to account for the operations and maintenance of the city's fleet. Its customers are city departments, and its primary revenue source is payments from those departments for vehicle and equipment maintenance and replacement.

The way the City has operated this fund has been for vehicle and equipment maintenance, but has never followed the replacement aspect of it, nor have equipment and fixed assets been considered for replacement costs under the current operations. Departments have put into the motor pool fund, but have always been required to purchase their own vehicles out of their department as a capital purchase. As a best practice, as vehicles and equipment are purchased, a depreciation schedule should be drawn up for the expected life of the asset, and then each department charged a specific amount to cover the maintenance plus replacement cost when the life of the asset has expired. The funds would be readily available for the purchase at the time of expiration.

In an effort to develop long term financial stability and sustainability, staff met with JD Schulte, a consultant for Hutchison Engineering to assist the City in this process. He will provide an overview of the scope of work and implementation plan.

FINANCIAL:

This is not a budgeted item.

Line Item #	Title: Professional Services
Amount Budgeted: \$0	
Actual Cost: \$17,800.00	
Under/(Over): (\$17,800.00)	
Funding Sources: Motor Pool	Departmental Projects

RECOMMENDATION:

Staff recommends approval of contract agreement with Hutchison Engineering for professional services related to Fleet & Asset Management.

JD Schulte, a consultant for Hutchison Engineering provided a 20 minute presentation regarding Fleet & Asset Management Program.

A motion was made by Alderman Almblade, seconded by Alderman Mulcahey to concur with the recommendation as presented. Upon roll call the following voted in favor: Oakes, Tapia, Rico, Toppert, Almblade, Mulcahey and O'Brien. Motion carried.

RESOLUTION OF INDUCEMENT – QUARTER RESIDENTIAL DEVELOPMENT (Mr. Maxeiner - City Administrator)

B & L Development at the Quarter, LLC is working on an agreement with REDEEM (Revitalize and Development East Moline) to purchase and develop 38 residential units on Lots 2 & 4 of the Quarter. The Developer is also interested in securing the rights to develop Lots 5A/B for additional residential development in the future. The developer will be asking the City for financial assistance for a portion of the TIF eligible costs for the project including infrastructure. The scope and structure of financial assistance are still being determined.

Until the development agreement is complete, the developer would like to have a resolution stating the intent of the City of East Moline to participate in the project. This resolution of inducement would allow pre-construction expenses such as environmental studies, engineering, and architectural work to qualify as eligible TIF expenses.

Staff is supportive of the resolution and in the future development of this property.

FINANCIAL:

This is not a budgeted item.

Actual Cost: \$0

This is not a CIP.

RECOMMENDATION:

Staff recommends approval of the Resolution of Inducement.

A motion was made by Alderman Almblade seconded by Alderman Mulcahey to concur with the recommendation as presented. Upon roll call the following voted in favor: Oakes, Tapia, Rico, Toppert, Almblade, Mulcahey and O'Brien. Motion carried.

5-YEAR CAPITAL IMPROVEMENT PROGRAM (Mr. Kammler – Director of Engineering)

A proposed infrastructure Capital Improvement Plan for FY2022-FY2026 will be presented for consideration and discussion. The dialogue will include a general description of the project planning process, proposed infrastructure improvements, preliminary cost estimates, and funding sources for East Moline's street, water, sewer, drainage, and flood protection improvements for the next five fiscal years. A summary of the Draft 5-Year CIP is attached for review and consideration.

RECOMMENDATION:

Approve FY 2022-FY 2026 CIP, subject to available funds.

Mr. Kammler – Director of Engineering presented a detailed Draft of the 5-Year Capital Improvement Program (CIP).

ADJOURNMENT:

A motion was made by Alderman Almblade, seconded by Alderman Oakes to adjourn the Committee-of-the-Whole meeting. Upon roll call the following voted in favor: Oakes, Tapia, Rico, Toppert, Almblade, Mulcahey and O'Brien. Motion carried. **8:41 p.m.**

Minutes taken and submitted

Wanda Roberts-Bontz, City Clerk