

**CITY OF ROCK ISLAND
CITY COUNCIL STUDY SESSION
September 28, 2020 - 5:00 p.m.**

**City Council Chambers, City Hall, 3rd Floor
1528 Third Avenue, Rock Island, IL**

9/28/2020 - Minutes

AS PART OF HIS EXECUTIVE ORDER IN RESPONSE TO COVID-19, #2020-07, SECTION 6, GOVERNOR PRITZKER ANNOUNCED IN PART THAT "DURING THE DURATION OF THE GUBERNATORIAL DISASTER PROCLAMATION, THE PROVISIONS OF THE OPEN MEETINGS ACT, 5 ILCS 120, REQUIRING OR RELATING TO IN-PERSON ATTENDANCE BY MEMBERS OF A PUBLIC BODY ARE SUSPENDED. SPECIFICALLY, (1) THE REQUIREMENT IN 5 ILCS 120/2.01 THAT 'MEMBERS OF A PUBLIC BODY MUST BE PHYSICALLY PRESENT' IS SUSPENDED; AND (2) THE CONDITIONS IN 5 ILCS 120/7 LIMITING WHEN REMOTE PARTICIPATION IS PERMITTED ARE SUSPENDED. PUBLIC BODIES ARE ENCOURAGED TO POSTPONE CONSIDERATION OF PUBLIC BUSINESS WHERE POSSIBLE."

ROLL CALL

PRESENT:

Mayor Mike Thoms, Alderman Parker, and Alderman Poulos.

Alderman James Spurgetis, Alderwoman Jenni Swanson, and Alderman Dave Geenen were present via remote connection in accordance with Governor Pritzker's Executive Order.

ABSENT:

Alderman Randy Hurt and Alderman Ivory D. Clark.

FRIENDS OF HAUBERG PRESENTATION

Mr. Matt Stoefen of the Friends of Hauberg came up to speak on the Hauberg Estate. He thanked Council, Staff, Public Works, and everyone that helps them as part of the public-private partnership. He provided a brief history of the Estate, including the size of the mansion itself, the surrounding acreage, and the associated archives within. He discussed the Friends of Hauberg Foundation, including when it was formed, their purpose, and statistical information. He said it has been a successful public-private partnership up to this point. He said they have been working on increasing visitors to the location. He said they average around 6,000 volunteer hours a year.

Mr. Stoefen discussed the community benefits of the Hauberg Estate, including the Tourism Master Plan from Visit Quad Cities, the economic impact of tourism in Illinois, and the provision of local community activities. He said there are many activities at Hauberg of which the public can participate. He said the Estate has an economic impact on tourism in Illinois. He said there are visitors from near and far that come to the Estate. He discussed additional programs run through the Estate and the type of volunteers the Estate has. He said between the active donors and members, there are roughly 300 people a year. He added that the support from the community is priceless.

Mr. Stoefen discussed the differences between the City-owned Hauberg Estate and the Butterworth-Deere Estate in Moline. He said the Friends of Hauberg provide their own executive director and the Estate provides the money for that position in Moline. He said Augustana College provides an archivist to preserve documents, glass slides, and photos. He said that the Estate in Moline has a full time archivist and that there is also a custodian to assist with cleanup after events and visitors. He said Hauberg has rentals, other activities, and gift shop sales that assist in generating income. He also stated that Hauberg is open to the public for rentals and have a liquor license, whereas the Butterworth-Deere Estate is only available to non-profits for rentals and they do not allow alcohol. He further discussed the differences with the Butterworth-Deere Estate, including their paid staff of 10 to 13 individuals and an archivist on staff.

Mr. Stoefen discussed Phase 1 plans for the Estate. He said there were various sources of funding that has helped with capital projects and deferred maintenance. He said the sources of funding for those updates and repairs have been Capital Improvement Project money and CDBG funds. He discussed the Phase 1 Stabilization and Promotion projects since 2017. He discussed Phase 2 Expanded Programming and Income Generation for the Carriage House's first floor. He said fiber optic internet has been installed, and a new website has been developed to make information on the Estate readily available.

Mr. Stoefen introduced Deb Kuntzi, Executive Director of the Hauberg Estate. She further discussed the Phase 2 Expanded Programming. She said the carriage house will be turned into a classroom and event space. She said an organization would like to lease the area Mondays through Fridays for an outdoor classroom. She said Budget and Grants Manager Colleen Small-Vollman has been working with them to help secure CDBG funds to redo bathrooms in order to meet Americans with Disabilities Act requirements. She said the Estate is also looking at programming, such as partnering with Girl Scouts, STEAM, and Terraced Garden Food Education.

Ms. Kuntzi discussed the Phase 2 Expanded Programming and Income Generation for the second floor of the Carriage House. She said that the United Way Day of Caring is a big event for volunteers to come in and work on a larger project for the Estate, but is not occurring this year due to Covid-19 restrictions. She said the second floor of the Carriage House is being redone and was originally the driver's apartment. She said that when completed, the Estate would like to do long-term rentals of the apartment for additional income.

Ms. Kuntzi introduced Todd Linscott to speak about the Terraced Food Gardens. Mr. Linscott said there are lots of plans for the gardens, including a 180-foot grape garden for juice grapes. He said there has been limited use of the gardens since 1942 and that they would be useful in educating students about different kinds of fruits and plants. He said they are also attempting to use it for an art space throughout the orchard and that the original steps and concrete are still intact. He said the gardens are a destination location for the area.

Mr. Linscott discussed the restoration of the ponds on the Estate. He said there were five ponds in the five acres of forest area. He said the plan is to rebuild the lower pond and stop drainage into the Broadway neighborhood.

Ms. Kuntzi discussed the Phase 3 Goal Sustainability. She said the Estate has always struggled, but is a gem for the City. She said in order to sustain the Estate, they will continue to have larger events, put information on the Carriage House online, diversify the types of tours, develop partnerships to increase tourism, and expand volunteer opportunities.

Ms. Kuntzi discussed the long-term capital needs. She said the tuck pointing on the Carriage House is in poor shape and needs repair and that the roof has about five years left. She said the parking lot and driveway are seeing wear and tear and the sidewalks are cracking. Mr. Linscott

said there are three cisterns on site and one is known. He said they are big enough to have non-potable water for the gardens. He said Hauberg's watermains have not worked in some time and are now connected to the city's main. He said it would be preferable to not have 10 acres run off City water and modifying the current system would be best. He also said there is not a good way to run air conditioning through some of the existing channels, but it is possible with creativity to do so to the upper floors of the mansion.

Ms. Kuntzi said the purpose of the presentation was to illustrate how important the Hauberg Center is to the City. She said the CIP money they receive each year is important and has paid for many things. She said it is very appreciated and important to continue. She listed the number of awards the Hauberg Center has received over the years. She thanked Council for their time. Mayor Thoms thanks Ms. Kuntzi for her hard work.

Alderman Spurgetis congratulated Ms. Kuntzi and her staff for their success. He asked what happened to the greenhouse seen in past photos of the Estate. Ms. Kuntzi said it was taken down in the 1960s or 1970s. She said the future plan is to rebuild the original greenhouse knee wall and place a patio in the area.

NEW REVENUE DISCUSSION - STORAGE FACILITY FEES

Finance Director Stephanie Masson came up to the podium to speak. She said it had been a year since a new revenue stream was introduced through storage facility fees. She said this fee is generally referred to as the self-storage facility accommodations tax. She said there are an estimated 1,800 storage units within the City. She said the State has considered a similar tax, but it has not passed through legislation. She said there are two models for assessing the fee, one being an annual license fee per 100 square feet. She said that would apply to all units, whether rented or not. She said a more common method is a five percent fee on gross rental or lease fees.

She discussed scenarios of what the revenue stream could be. For the first example, she said based on the estimate of storage units currently within the City, a five dollar monthly fee would generate \$9,000 a month and \$108,000 per year. She said this method was previously not preferred by business owners or Council. For the second example, she showed data based on the more common method of assessing the fee, it would generate roughly \$4,500 per month or \$54,000 annually. She said this tax is similar to the food and beverage taxes that the Finance Department collects.

She discussed the example ordinance language used by the City of Morton Grove, Illinois. She said this ordinance has been in place for twelve years and pointed out frequently asked questions by citizens regarding the document. She asked Council if they had questions regarding consideration.

Mr. Tweet said Council implied this was something they wanted to move forward with, so it was presented to see if there was still interest. Alderman Spurgetis said he is not enthusiastic about accessing a fee on empty storage lockers. He said he would consider a fee on rented or occupied units. He said the paperwork forms shown as examples seemed cumbersome and asked if they should be completed on a monthly or a quarterly basis. Ms. Masson explained the form and said they are similar to the City's current forms of other taxes and that they are usually billed monthly as some rentals are very short term. She said the City could be flexible as a consideration, depending on various factors. Alderman Parker asked which option of assessing the fee would be best for the Finance Department. Ms. Masson said the amount of facilities to collect from would be ten or less, which is not a big time burden.

Alderman Parker asked Mr. Tweet if goal-setting meetings would be the appropriate place to approve moving forward. Mr. Tweet said an informal yes would allow the City to move ahead or Council could email him directly. Alderman Poulos said he agreed with Alderman Spurgetis regarding the assessment of fees on unused units and wanted to find if it was in the best interest of the City. Mr. Tweet said 50 percent occupancy is a reasonable estimate to use. Alderman Parker asked where the funds would be allocated and Ms. Masson advised that they would go into the General Fund. Aldermen Parker and Geenen gave approval to move forward. Alderwoman Swanson said she would be good with moving forward. Alderman Poulos said he would also go along with this. Mr. Tweet said Staff's recommendation for a percentage would be five percent.

PUBLIC WORKS DEPARTMENT OVERVIEW

Public Works Director Mike Bartels came up to speak and said he would give an overview of the department. He discussed the functions and major activities of the department. He discussed support from the department within other City departments as well.

Mr. Bartels discussed the organizational chart within the department. He said they have 106 full-time employees and that Moline has 30 more. He discussed the expenditures by category for the department. He discussed Enterprise Funds and from where they are obtained. He discussed Internal Service Funds such as Fleet and Engineering Services.

Mr. Bartels discussed their Municipal Services Operations. He said it is a governmental fund that receives funds from the General Fund and gave examples of the type of services this fund helps to provide. He said the department also receives Highway Maintenance Funds per an agreement for 11th Street (US Route 67) as well as Route 92. He discussed additional expenditures for the department, including parks, building and electrical maintenance.

Mr. Bartels discussed current Capital Improvement Projects. He discussed the process of being approved for local street maintenance via Motor Fuel Tax funds and said it is nice to have funds that can improve all wards of the City. He said Gaming Funds provided \$50,000 for various improvements as well.

Alderman Geenen asked if there is a possibility of a priority list for yard waste pickups for an extra fee. Mr. Bartels said that has not been considered, but the time for pickup has been extended further. He said that type of service can be examined.

Mr. Bartels discussed the Leaf Collection Program. He said there is a three-week program in April and also this fall from October 5th to December 1st for leaf collection and that the City offers free leaf bags during this time. He discussed lot cleanups from nuisance violations. He said photos are taken for documentation and there is a \$100 minimum charge for removal and cleanup. He said there are 300 to 500 of these instances a year. Mr. Bartels discussed snow removal in the City and explained the City's snow removal policy.

City Attorney Dave Morrison discussed the types of violations processed and policy through the Municipal Court and Planning and Redevelopment Administrator and Miles Brainard provided specifics on what the Inspection Department does with types of violations and the various ways in which they are assessed.

Mr. Bartels discussed the recycling dropoff center in the City. He said the dropoff is often overloaded and there are many kinds of illegal dumping as well. He said it requires many man hours working on this. He said cameras now help to provide enforcement of that area.

Mr. Bartels discussed the Water Service Repair and Sewer Lateral Repair Programs. He said

they are available to residential and commercial properties and it helps protect residents from unexpected costs for water and sewer services. He said the program is \$5 per month for the water service and \$9 per month for the sewer service, which is added to the resident's monthly water and sewer bill.

Mr. Bartels discussed the goals and objectives for the Public Works Department. He asked Council if there were any questions. Alderwoman Swanson commended Public Works for the outstanding job they have done. Mayor Thoms asked what the department plans to do with the mulch generated from the storm cleanup and Mr. Bartels said some of the debris has been shredded, but the volume has kept them from continuing. He said he has put the tree and brush debris up for bid as there may be another entity that would want it. Mayor Thoms said some citizens have asked about acquiring the mulch. Mr. Tweet said the mulch is not necessarily of good quality as it has not been treated. Mr. Bartels said if the debris cannot be sold, it will be taken to a place that will dispose of it for free. Mayor Thoms thanked Mr. Bartels for the report.

Linda K. Mohr, Interim City Clerk