

CITY OF WASHINGTON, ILLINOIS
SPECIAL CITY COUNCIL MEETING - MONDAY, APRIL 20, 2015
LIBRARY MEETING ROOM
380 N. WILMOR ROAD – 6:30 P.M.

Mayor Gary W. Manier called the special City Council meeting of Monday, April 20, 2015 to order at 6:33 p.m. in the Library Meeting Room at Five Points Washington.	Call to Order
Present and answering roll call were Aldermen Brownfield, Brucks, T. Gee, Moss, Butler, Dingledine, and J. Gee.	Roll Call
Also present was Director of Public Works Ed Andrews, P & D Director Jon Oliphant, Police Chief Don Volk, Deputy Police Chief Jeff Stevens, City Treasurer Ellen Dingledine, and City Clerk Pat Brown.	
None.	Audience Comments
A public hearing was opened for comment at 6:33 p.m. in the Library Meeting Room at Five Points Washington by Mayor Manier for the purpose of hearing comments to the City's proposed FY15-16 Budget.	Public Hearing – Proposed FY15-16 Budget
Public Works Director Andrews went over the increases in budgeted expenditures as represented in the All Funds Summary noting the following: personnel expenditures increased 5.9% due to the two year budget rollover but remains average at a 3% annual increase; operations expenditures decreased as a result of tornado expenditures decreasing; and capital expenditures increased significantly at 255% with a portion of it being IDOT's \$6.5M for roadway restoration and a rollover of last year's MFT monies; debt service expenditures decreased as a result of capturing market interest rates. Mayor Manier complimented staff for all their hard work with the last two year budget process and for providing due diligence to the finances of the city.	Comments
Alderman Dingledine commented on how well the City has been able to hold its corporate tax rate since 1997 and hopes that the trend can continue even in the light of the next couple of years of increased capital projects. A brief discussion ensued on the unforeseen changes the state is looking at in cutting tax revenues for municipalities and its impact on city services.	
There were no additional comments and the public hearing was closed at 6:43 p.m.	Close Public Hearing
Mayor Manier introduced Ms. Joellen Earl from GovHR USA who provided the following information: their company focuses on local government offering five practice areas – recruitment services, management consulting services, professional development services, and temporary staffing services; in their recruitment process they like to cast a wide net and work hard to bring candidates from a national perspective through direct outreach and advertising; through communication with the Council they will put together a marketing brochure tool that will be used in the recruitment process; they are experienced in city management and have all worked in local government and understand the needs of local government; they will tailor to our needs in the recruitment process to be used partially or through the whole process; the recruitment process will take approximately 12-weeks from the placement of the job advertisement to the offer of employment and have been very successful in keeping this timeline; 50% of their clients are repeat clients who are generally pleased with their work; if they are used through the whole recruitment process and for some reason the hire doesn't stay, they offer a two-year guarantee and will not charge for the consultant fee the second time around; and they currently do consulting in 20 states and have a vast network of people they have worked with through the years and are well poised to meet their client's needs.	Executive Firm Search – City Administrator, GovHR USA
Alderman Butler asked the timeline from the decision to hire GovHR USA and job advertisement and Ms. Earl shared that it depends on when the initial meeting would occur to determine the city needs, but could be a week or two. She also indicated that the recruitment schedule and process would be determined during that meeting as well. Alderman Dingledine shared how crucial it will be to get started and keep on a timeline in order to have a decision before the school year begins and Ms. Earl shared that they should be able to meet the timeline but to keep in mind that moving from another area could cause difficulty. Mayor Manier indicated that they could extend the date of residency out to help if this would occur. Alderman J. Gee asked how thoroughly they conduct their candidate background checks and Ms. Earl replied they are very thorough and use a variety of methods including social media, criminal background screenings, general background screenings, and educational screenings. City Treasurer Dingledine asked that the compensation components be explained and Ms. Earl shared the following: recruitment fee of \$12,000; recruitment expenses \$4,000; advertising costs up to \$2,000; bringing the total cost to \$18,000 if they are used for the whole recruitment process. She shared the following if they are used for the limited scope recruitment process: recruitment fee of \$10,000; recruitment expenses \$2,500; advertising costs up to \$2,000; bringing the total cost to \$14,500. She shared that these fees do not include travel and accommodations for candidates interviewed. A brief discussion ensued on the different phases of the recruitment process and the general challenges that are a part of the process. Mayor Manier thanked Ms. Earl for her time this evening and that they will be in touch.	
Mayor Manier announced that Alderman Gene Schneider submitted his resignation effective April 13, 2015. He shared that he has been contemplating this since last November as his work schedule has gotten in the way of his meeting attendance.	Resignation, Alderman Gene Schneider
At 7:21 p.m. Alderman Dingledine moved and Alderman Butler seconded to adjourn. <u>Motion carried unanimously by voice vote.</u>	Adjournment

