

CITY OF WASHINGTON

PLANNING & DEVELOPMENT DEPARTMENT

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MEMORANDUM

TO: Finance and Personnel Committee
FROM: Jon R. Oliphant, AICP, Planning & Development Director
SUBJECT: Partial Special Census Consideration
DATE: April 14, 2017

The City's current population as of the 2010 Census is 15,134. Staff has issued building permits for 514 new housing units since then, some of which include traditional multi-family residential as well as senior housing at the Villas of Hollybrook. Most of these units are now occupied. The average household size for owner-occupied units as of the 2010 Census is 2.7 and the average size of renter-occupied units is 2.08. Based on a conservative estimate of the housing unit multiplier, staff figures the new housing counts would add 1,013 to the current population.

Staff received a cost estimate of \$113,570 recently from the Census Bureau to complete a partial Special Census. This would complete all of the work necessary to count all of those people and housing units within each of the block groups that have experienced the highest rates of growth since the last Census. The Census Bureau anticipates the total time needed to complete the Special Census as approximately 9-10 months from the time it receives a signed Memorandum of Agreement (MOA). The City would also need to pay \$89,224 in advance. This pays for expenses related to the administrative and technical work performed by Census headquarters and regional personnel; printing and preparation of enumeration questionnaires and related materials; map preparation; tabulation expenses; the cost of the designated Census Bureau employee's salary, allowances for subsistence at the standard federate rate per day, traveling expenses, and overhead; and other incidental costs. The remaining \$24,346 is held by the City to pay local people that are hired to work on the Special Census.

Assuming some time to hire and accommodate the temporary Census employees and any other administrative needs of the Census Bureau, the work should be completed by August 2018. Once the Census Bureau certifies the population and housing unit counts, these would be sent to the Illinois Department of Revenue (IDOR), which has indicated the new population would be confirmed for its use within 15-45 days.

The City completed a Special Census in 2004 following the annexation of Washington Estates and a higher rate of residential growth. While there has not been as much residential growth in this decade compared to the prior, there appears to be enough for the benefits to outweigh the costs. Illinois municipalities receive shared funds from the State for income, use, and motor fuel taxes on a per capita basis. The Illinois Municipal League has estimated in August the total of those three sources to be \$151.90 for FY 2017. The 2020 Census populations are projected to be certified around June 2021 based on past history. Based on the possible acknowledgement of IDOR of the new population in September 2018 and the 2020 Census population certification in June 2021, the City could expect new revenue in the neighborhood of \$400,000.

Please note: Staff discovered that the Census Bureau did not include four block groups on its map of areas that would be subject to the partial Special Census even though these were included as part of the cost estimate application. The Census Bureau will review this and see if it was just a mapping oversight or if these were not included in the original cost estimate. As a result, the final cost estimate may change slightly.

Staff seeks direction on how to proceed with this program. The Census Bureau needs to be in receipt of an approved MOA along with the necessary advance funding by September 30. Following that date, the Census Bureau begins preliminary work on the 2020 Census. This is scheduled as an agenda item at the April 17 Finance and Personnel Committee meeting.