

CITY OF WASHINGTON COUNCIL REPORT

January 12, 2024

CITY ADMINISTRATION – Jim Snider

Vacation

ENGINEERING – Dennis Carr/Ross Fuller

- We received 4 proposals for construction inspections assistance in 2024. Staff is working on rating each and will begin negotiations with the highest rated firm beginning next week.
- The Catherine design is continuing. We sent out letters to the three residents with trees in the ROW. The letter asked if they would have any reservations on the trees being removed. While we can design around the trees, the roots have already heaved the sidewalk and will again in the future. We have also assembled letters to send to three properties who have depressed curbs where vehicles are being parked in grass or on neighboring properties.
- We got word from Gensini that they intend to come back in to finish the sanitary work they started on Nofsinger in the next few weeks.
- We have been in communication with IEMA (Illinois Emergency Management Agency) to discuss the Birchwood Park property and the Park District's hope to place a park there. No decision has been made by IEMA on the viability of such a project in the flood buyout property.

FINANCE – Joanie Baxter

- Analysis of WACC contract, bond and historical payments for City Council discussion.
- Calculation of retroactive pay for police officers and sergeants and determination of how to use the automated retro pay feature through Tyler.
- Continued to gather documents for DebtBook implementation of GASB 96 as related to IT subscription services, including reaching out to vendors for agreements and uploading documents.
- Roll out of ClearGov Operational Budgeting to Department Heads, including setup of all funds and instruction/training.
- Continued setup processes for ClearGov Personnel.
- Participated in webinar for ARPA grant reporting. Our annual report is due April 30, 2024 and Jon and I will be discussing options related to these funds at the Strategic Planning Meeting.
- Jill processed and I reviewed payroll for January 5, 2024.
- Utility Billing (December 15, 2023 – January 12, 2024)
 - A total of 5,497 bills were processed for January with 575 emailed or 10.5%
 - A total of 263 cutoff notices were processed for November billing for accounts still outstanding
 - A total of 15 accounts were cut off for December and 19 door knockers were distributed and 23 payment arrangements made
 - A total of 10 disconnects were sent final notices for December delinquent accounts
 - A total of 52 disconnect notices were processed for final bills in January with 21 owing a balance, 25 with a credit balance and six with a zero balance
 - New accounts and account closings processed:
 - 30 ins
 - 39 outs
 - Leak detection through RNI and Sensus Analytics software – 73 leaks were caught and residents/businesses notified
 - There were 26 new residents in December

HUMAN RESOURCES – Maureen Chambers

No Report

PLANNING & DEVELOPMENT – Jon Oliphant/Joe Boyer

- Staff has been making nearly daily visits to the Grist Mill job site. Construction plans have been received for the remainder of the project. Staff is hopeful that the building permit will be issued for that soon.
- The January PZC meeting had one agenda item: A request by B.A. Bodner Co., LLC to rezone two parcels near Centennial, McClugage, and Spring Creek from R-1A to C-2. The PZC unanimously recommended approval. At the request of Mr. Bodner, a first reading ordinance will be pushed back to April to allow for a little more due diligence on his behalf in identifying tenants for the property leading up to the eventual purchase of the property.
- Staff has been working with the City Attorney's office to draft an administrative adjudication ordinance. This is intended to allow for a quicker and cheaper resolution to those code enforcement violations that can often take a lot of staff and attorney time to lead to abatement. An item will tentatively be placed on the February COW agenda to discuss it and receive direction prior to a possible first reading ordinance.
- Staff continues to work with the City Attorney's office and the property owner on the handling of the 501 Walnut building. We soon anticipate a resolution with the building on its possible rehabilitation or demolition.
- Staff anticipates work to begin soon on an interior update at Monical's. This will be done as an interim remodel, as the company still plans on constructing a new restaurant at the intersection of N. Cummings and Stoneway and recently closed on the purchase of the property.
- A pilot of SolarAPP+ launched now that the onboarding has been completed. A link is live on the City's website along with details about how to submit roof-mount solar permits. This will help process solar permits more efficiently given the demand for such projects over the last couple of years. While there has not been a solar permit submitted, staff has been in contact with a few solar contractors that have initially tested the program and we anticipate the issuance soon of the first permit through the use of SolarAPP+.
- Staff was asked to slightly revise the sub-application for the Building Resilient Infrastructure and Communities program through FEMA. IEMA will be submitting the state's application to FEMA by February 29. The hope is that an announcement of awards for the \$1 billion program will be made in the summer or fall. As a reminder, Washington's application is to assist with the construction of storm sewer improvements on the east side to address flooding issues.

PUBLIC SAFETY – Chief McCoy/Deputy Chief Stevens

- For awareness purposes we note the speeding citation issued with the greatest difference between the posted limit and the cited speed during this reporting period: 75 MPH on Washington at Gilman. (35 MPH zone). *Yes, 75 MPH.*
- Officers seized loaded handguns from persons in separate incidents. One person, intoxicated, was involved in disorderly conduct, and found to be armed. In another incident, unlawful transportation of cannabis started an investigation that uncovered the loaded handgun. Both persons were cited for unlawful use of weapons. Please keep incidents like this in mind when you encounter concerns that officer safety procedures sometimes appear unfriendly.
- Officer Tanner Stockton, hired two years ago, accepted a position with the McLean County Sheriff's Office. Backgrounds are underway on several applicants, including certified officers, and we are pushing the Police Commission toward efficient processing for hiring. Officer Williams is currently in field training.
- DC Stevens and SRO Troi Westbrook attended *Analysis and Key Findings of Averted and Targeted School Violence*, presented by The National Threat Assessment Center (NTAC), a component of the US Secret Service. The key takeaway is the importance of using in-school threat assessment teams.
- WPD issued more than 40 individual warnings for parking in violation of the snow-related parking ban, followed by 24 citations.
- Chief McCoy and DC Stevens met with other regional police chiefs and sheriffs to discuss affairs of mutual concern such as current and proposed legislation, progression of migrant transports into Illinois, and mutual aid. The meeting was hosted by Chief Echevarria at Peoria PD.

PUBLIC WORKS – Brian Rittenhouse

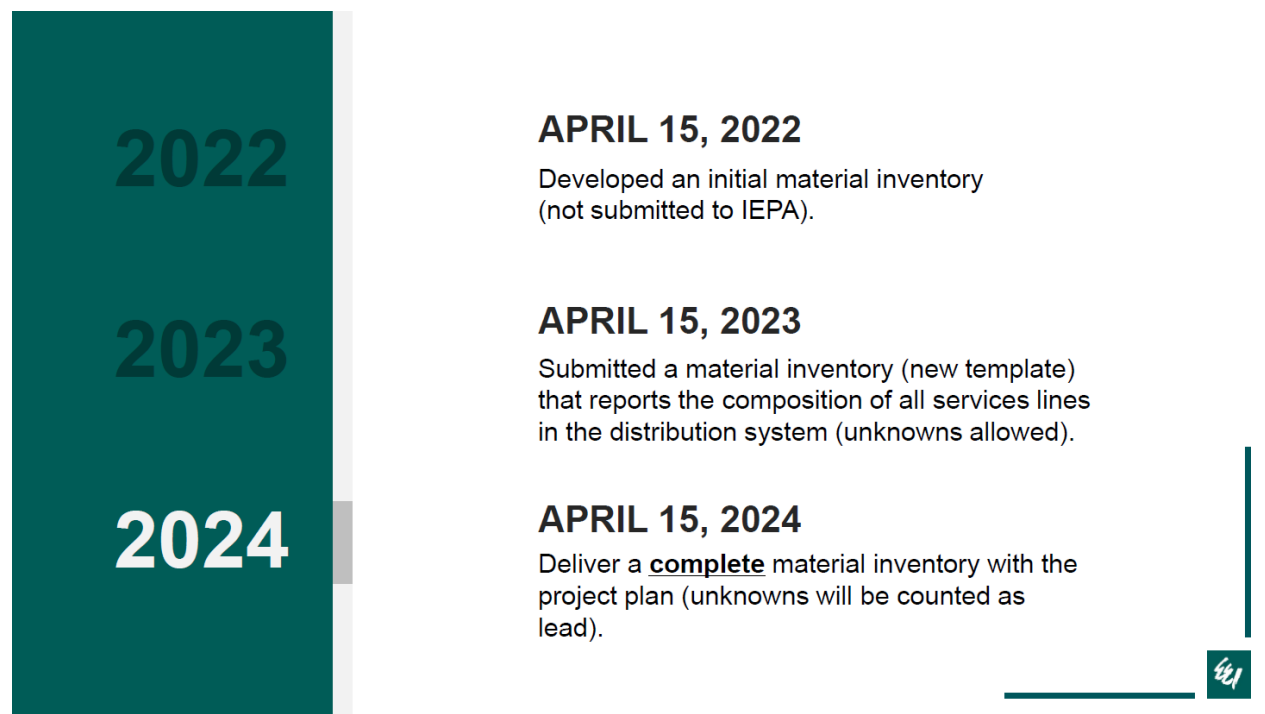
- Stormwater outfall inspections are completed. Staff will prioritize outfall repairs for this summer.
- Snow Removal Operations. Crews had two snow events this week, requiring them to work days and nights to remove the snow.
- The Water Treatment Plant #1 PLC improvement project will require the water treatment plant to be run in manual for a few days while the equipment is being replaced; Monday January 8– 11.

- Generator work is still ongoing at the wastewater treatment plant. Contractors will be back on-site next week to continue the project.
- Public Work's staff will start reviewing and working on next year's fiscal budget over the next several months.

LEAD SERVICE LINE REPLACEMENT PLAN

Service Material Inventory

Over the past 3 years, Staff has worked on completing a Service Material Inventory of the City's 5,400 water accounts. Below shows the timeline, starting with the initial material inventory being submitted in April 2022 and updated in 2023. This final list will be submitted by April 15th, 2024 along with the Initial Lead Service Line Replacement (LSLR) Plan.



LEAD SERVICE LINE REPLACEMENT PLAN

Lead Service Line Replacement Plan

Below shows the timeline, starting with the Initial LSLR Plan being submitted in April of 2024 and updated over the next two years, with the finalized plan being submitted in 2027.

LSLR PLAN TIMELINE

415 ILCS 5/17.12 (p) (2) – (4)

April 15, 2024 Initial LSLR Plan
April 15, 2025 Updated LSLR Plan*
April 15, 2026 Updated LSLR Plan*
April 15, 2027 Complete and Final LSLR Plan*

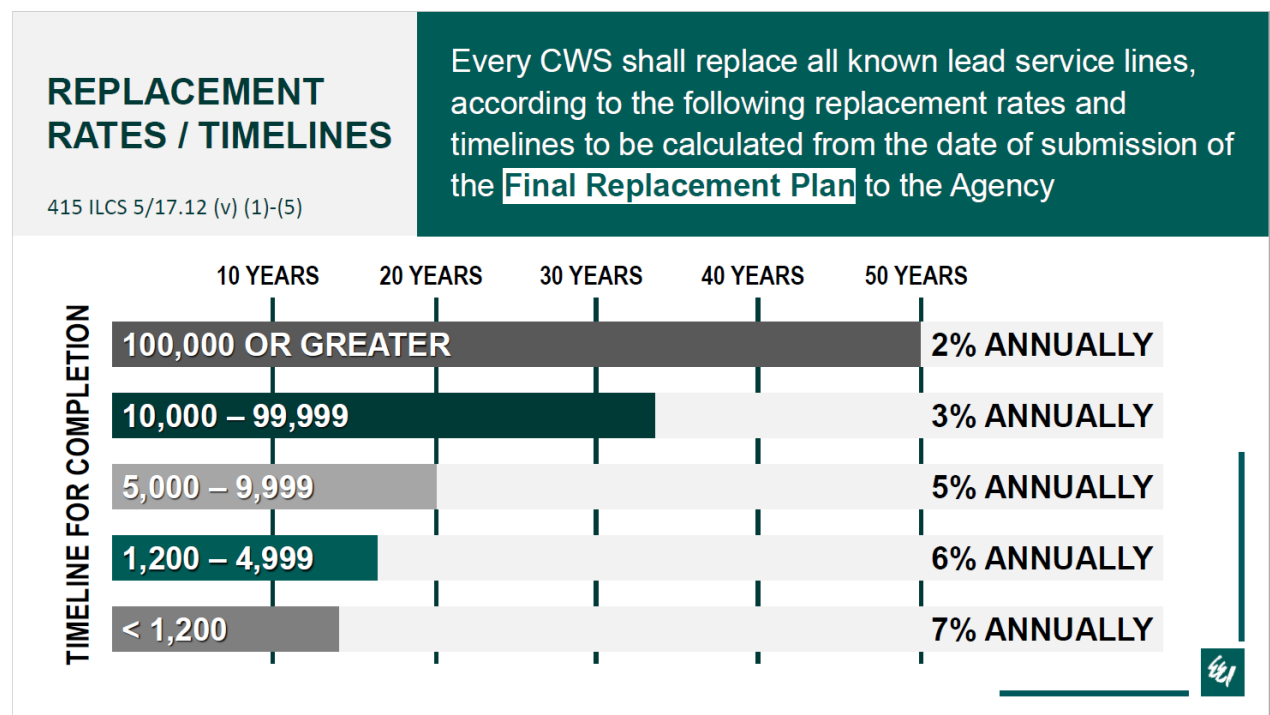
* Account for changes in the number of lead service lines or **unknown** service lines in the material inventory



LEAD SERVICE LINE REPLACEMENT PLAN

Replacement Rates and Timelines

Below shows how many years a Community Water Supply (CWS) would have to replace Lead Service Lines (LSL), which is based on how many LSL are identified in the system. Currently Staff has identified around 25 LSLs currently in the system. Based on this amount the City would fall into the 15-year replacement schedule, having < 1,200 LSLs. The replacement schedule would start in 2027 and conclude in 2042 and would require replacing, at minimum, 2 LSL per year to meet the 7% annually. This number can change as Staff identifies more LSLs. \$5,000 per service line would be a good budget number estimate.



LEAD SERVICE LINE REPLACEMENT PLAN

Progress Reports

The timeline below shows the progress of what is expected of a CWS. From submitting the material list (2022-2024), submitting the LSLR Plan (2024-2027), implementing the plan over the next several years with yearly progress updates (2028-2038).

