



CITY OF WASHINGTON Council Report

May 2, 2025

ENGINEERING – *Dennis Carr, Ross Fuller & Mike Genard*

- Gensini has been onsite along Nofsinger/Dallas working on the punch list that was provided to them. Upon completion of the punch list and final inspection the project will be closed out.
- The Bid opening for Catherine Street is on May 13 and the results will be on the next council meeting.
- Staff held a New Council Orientation Presentation for the newly elected officials. The meeting felt really constructive and was a nice kick start to the City's future.
- Stark will begin potholing utilities for the Cedar Street Drainage project in the next few weeks.
- The wet weather has held back Stark from completing the Washington Berm project. The weather forecast for next week is giving some hope to that project being completed.

FINANCE – *Joanie Baxter*

- Posted FY25-26 Budget on website as both web version and pdf.
- Provided link for Capital Improvement Plan on website as web version for both 1-year and 5-year plans.
- Installed FY25-26 Budget by exporting data from ClearGov and importing to Tyler.
- Prepared the quarterly report ended 3/31/2025 for the Department of Justice grant and requested reimbursement for the 1st pay request.
- Prepared and posted the Compensation Listing for FY25-26.
- Analysis of fire insurance proceeds and expenses for year-end reconciliations.
- Financial reconciliations and procedures for fiscal year end processing and beginning of fiscal year processing.
- Payroll processing for April 25, 2025 payroll.
- Participated in various transitional activities.
- Utility Billing (April 19 – May 2, 2025)
 - A total of 285 cutoff notices were sent for March billing
 - A total of 20 cutoffs were processed for March billing and 22 door knockers were distributed and 14 payment arrangements made
 - New accounts and account closings processed:
 - 24 ins
 - 27 outs
 - Leak detection through RNI and Sensus Analytics software – 34 leaks were caught and residents/businesses notified
 - There were 15 new residents in April

HUMAN RESOURCES – *Maureen Chambers*

No Report

PLANNING & DEVELOPMENT – *Jon Oliphant & Joe Boyer*

- The May Planning and Zoning Commission meeting will have four public hearings for special use requests for non-owner-occupied residential short-term rentals at 711 S. High, 132-134 N. Main, 1406 Westgate, and 406 N. Main. Additionally, a public hearing will be held on a request to rezone Lot 5 of Mallard Crossing Commercial Park on W. Cruger from C-2 to C-3. Finally, a public hearing will be held regarding a prospective zoning code text amendment to allow for residential poultry on properties as was discussed at the March COW meeting. Each of these will be scheduled for first reading ordinances at the May 19 Council meeting.
 - Final construction plan edits are being made for a new fire escape on the rear of the 114 Walnut building and staff anticipates issuing a building permit soon and for work to begin sometime thereafter.
 - As discussed at Monday's Committee of the Whole meeting, the Washington Commercial Building and Property Improvement Grant program went live on April 30 with a submittal deadline of June 27. Staff is hopeful there will be more interest from the eligible business community in this funding mechanism.
 - Staff has been notified of its approved continued Tree City USA status for the 10th consecutive year along with a Community Growth Award for the third year in a row.
 - This month's Technical Working Group meeting included presentations on a regional brownfields assessment grant and emergency preparedness and response from a business lens.
 - The tentative May 19 Council agenda will include an annexation ordinance for Grace Bible Church and a disconnection ordinance for Wehnes Enterprises. This is to allow for a small land swap involving the two owners. Ordinarily, staff could approve this administratively because it is a small transfer of properties. But because it involves portions of properties both within and outside the city limits, ordinances must first be approved by the Council before staff can sign the plat of survey.
 - Staff will be at part of the combined ITIA/IEZA spring conference next week.
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PUBLIC SAFETY – *Chief McCoy & Deputy Chief Stevens*

- Officers completed semi-annual physical fitness tests. CBA-covered officers receive a small stipend for maintenance physical fitness as evidenced by a 1.5 mile run, bench press, sit ups, and a flexibility assessment. Officers may choose either semi-annual test time.
 - Jeff Stevens and Linda Storer interviewed internal and external candidates for part-time Police Administrative Support Specialist position staffing our front desk. We will hire and begin training in May, which will restore some scheduling flexibility to the position.
 - Officer Randy Schweigert, a CIERT Crisis Negotiator, completed additional state-certified training in Marion, Illinois.
 - The Police Commission is working to advance candidates to hiring, including a currently-certified lateral officer.
 - Due to an injury, a sergeant will be off duty or on light duty for significant time.
 - Our officer currently in field training is advancing to the last phase of training and performing well.
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PUBLIC WORKS – *Brian Rittenhouse*

- Water tower painting will start the week of May 5th. It is estimated to take up to a month if all goes to schedule. Weather will play a factor in how fast the project moves.
- The Street Department will start road preparation for this year's paving projects next week. Preparation will take most of May and the asphalt paver will be rented in June.
- Brush Pick-Up took place this week. Staff will burn the brush after the fall pick-up is completed.
- Jetting and televising of storm sewers continues.

- Mowing crews continue to try to keep up with the grass. Areas with higher volume of traffic will take priority over areas that are not seen as much. As we continue to add new rec trails and roads, Council needs to be aware that City maintenance will continue to increase. Maintenance includes edging of rec trails, weed spraying of rec trails and roads, weed control around trees, light poles, utility poles and hydrants and cleaning up trash and debris.
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