

**1. ALDERMAN WISHING TO BE HEARD ON A NON-AGENDA ITEM**

**2. CITIZENS WISHING TO BE HEARD ON A NON-AGENDA ITEM**

**3. APPROVAL OF MINUTES** - July 8, 2019 Regular Meeting

**Documents:** Minutes

**4. BUSINESS ITEMS**

A. Greater Peoria EDC

**Documents:** Item A

B. Chamber of Commerce Agreement

**Documents:** Item B

C. Temporary Employment Agency Options

**Documents:** Item c

D. Legalized Marijuana

**Documents:** Item D

E. Video Gaming Terminal

**Documents:** Item E

**F. Golf Carts on City Streets**

**Documents:** Item F

G. Ally Water Meters

**Documents:** Item G

H. Special Service Areas N. Lawndale Avenue & W. Holland Street Update

**Documents:** Item H

I. Goal Setting Update

**Documents:** Item I

**5. OTHER BUSINESS**

**6. EXECUTIVE SESSION** - for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body and for collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees per 5 ILCS 120/2(c)(1 & 2) of the Illinois Open Meetings Act.

**7. ADJOURNMENT**

# Memorandum



TO: Mayor Manier and City Council  
FROM: Ray Forsythe, City Administrator RPF  
DATE: August 9, 2019  
SUBJECT: Golf Carts on City Streets

Over the last several months, several residents have inquired about the ability to drive golf carts on City streets. The Public Safety Committee discussed this topic at the most recent meeting and recommended denial of the request. Following is information that was presented to the Committee.

Under Illinois statute 625 ILCS 5/11-1426.1, golf carts are considered non-highway vehicles and their use is restricted. Generally, it is unlawful for you to operate a non-highway vehicle on any street, roadway or highway in the state. However, there is an exception to this law. Illinois allows municipalities to decide for themselves when golf carts can be used. If a municipality specifically allows it, golf carts can be driven on roadways that are deemed safe and have speed limits of 35 miles per hour or less. Below is an excerpt of the State Statute. I have highlighted sections I believe are important for the City Council to understand:

(d) A municipality, township, county, or other unit of local government may authorize, by ordinance or resolution, the operation of non-highway vehicles on roadways under its jurisdiction if the unit of local government determines that the public safety will not be jeopardized. The Department may authorize the operation of non-highway vehicles on the roadways under its jurisdiction if the Department determines that the public safety will not be jeopardized. The unit of local government or the Department may restrict the types of non-highway vehicles that are authorized to be used on its streets.

Before permitting the operation of non-highway vehicles on its roadways, a municipality, township, county, other unit of local government, or the Department must consider the volume, speed, and character of traffic on the roadway and determine whether non-highway vehicles may safely travel on or cross the roadway. Upon determining that non-highway vehicles may safely operate on a roadway and the adoption of an ordinance or resolution by a municipality, township, county, or other unit of local government, or authorization by the Department, appropriate signs shall be posted.

If a roadway is under the jurisdiction of more than one unit of government, non-highway vehicles may not be operated on the roadway unless each unit of government agrees and takes action as provided in this subsection.

(e) No non-highway vehicle may be operated on a roadway unless, at a minimum, it has the following: brakes, a steering apparatus, tires, a rearview mirror, red reflectorized warning devices in the front and rear, a slow moving emblem (as required of other vehicles in Section 12-709 of this Code) on the rear of

the non-highway vehicle, a headlight that emits a white light visible from a distance of 500 feet to the front, a tail lamp that emits a red light visible from at least 100 feet from the rear, brake lights, and turn signals. When operated on a roadway, a non-highway vehicle shall have its headlight and tail lamps lighted as required by Section 12-201 of this Code.

The Public Safety Committee reviewed this information and input from the Chief of Police, Deputy Chief of Police and City Administrator and has recommended against the change to the City Code. The determination that the City must consider the volume, speed, and character of traffic on the roadway and determine whether non-highway vehicles may safely travel on or cross the roadway would require significant staff research for each roadway within the City limits, in addition, where another jurisdiction have authority over a portion of the roadway, each entity would have to approve the change. This would include City, Township, County, and the State. It would be a time consuming and costly process. The Chief of Police has publicly stated that he does not believe Golf Carts can safely travel on public roadways. In addition, the City Administrator is concerned that the City is taking on the liability of accidents, personal damage to vehicles or persons, as well as public property should the City allow this local amendment to the State Code.

**COMMITTEE OF THE WHOLE  
MONDAY – AUGUST 12, 2019  
LIBRARY MEETING ROOM - 380 N. WILMOR ROAD  
WASHINGTON, ILLINOIS**

Mayor Manier called the Committee of the Whole meeting of August 12, 2019 to order at 6:33 p.m. in Library Meeting Room at Five Points Washington.

Present: Aldermen Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder.

Absent: None.

Also present: City Administrator Forsythe, Controller Baxter, Public Works Director Andrews, Public Works Manager Schone, P & D Director Oliphant, Police Chief McCoy, Deputy Police Chief Stevens, City Treasurer Dingledine, City Clerk Brown, and Press.

**MINUTES**

1. Aldermen wishing to be heard on non-agenda item – None.
2. Citizens wishing to be heard on a non-agenda item – None.
3. Approval of Minutes: Alderman Dingledine moved and Alderman Black seconded to approve the minutes of the July 8, 2019 regular Committee of the Whole meeting. Motion carried unanimously by voice vote.
4. **BUSINESS ITEMS**
  - A. Greater Peoria EDC – City Administrator Forsythe brought forward for further discussion the annual funding agreement for the Greater Peoria Economic Development Council that was removed from the agenda at the July 15, 2019 City Council meeting, noting that this is a great regional partnership advantage for us that provides employee and executive support that we can't. Discussion ensued on having more discussion during the budgeting process on funding request agreements and keeping a better line of communication open throughout the year with GPEDC and the support they are providing to us. Following discussion, it was the consensus of Committee to move this item forward again to Council for consideration.
  - B. Chamber of Commerce Agreement – City Administrator Forsythe brought forward for further discussion the annual funding agreement for the Washington Chamber of Commerce that was removed from the agenda at the August 5, 2019 City Council meeting, noting the agreement was streamlined as a result of gathering input through communications with businesses and Chamber staff. He shared Council will receive more updates at Council meetings and a committee formation is being proposed for better monitoring and efficiency of the agreement. Alderman Butler expressed a concern regarding the City Code provision that provides for the formation of an Economic Development Commission (EDC) for economic development purposes and how its function doesn't align with the Chamber as a membership organization in providing that service as well, noting that he is not against funding the Chamber, but asked why we don't utilize the EDC. City Treasurer Dingledine shared she was a member of the City's EDC, which has dissolved in terms of meeting regularly. City Administrator Forsythe noted that the EDC would be a platform committee to look at marketing and site development as the Chamber agreement is not weighty on economic development services and is more focused on business retention. Following discussion, it was the consensus of the Committee to move this item forward to Council for consideration as a second reading ordinance.

- C. Temporary Employment Agency Options – City Administrator Forsythe brought forward for discussion the utilization of a staffing agency to hire a temporary executive administrative assistant to provide administrative assistance and to engage with the chosen agency to hire. He shared that currently there is no administrative support staff for the City Administrator or Department Heads to utilize resulting in their time being spent on clerical duties, and the use of a staffing agency mid-year allows us to test the position with little obligation. Following discussion on the need for the position and the funding available to support the mid-year position it was the consensus to move forward with utilizing a staffing agency for the temporary position.
- D. Legalized Marijuana – City Administrator Forsythe shared the following: On June 25, 2019 Governor JB Pritzker signed Public Act 101-0027 creating the Cannabis Regulation and Tax Act; this act legalizes the possession and private use of cannabis for IL residents over the age of 21; the Illinois Municipal League created a resources guide with information that was provided; the City has 2 options in responding to the new legislation: 1) prohibiting the sale of and do we allow the smoking of it in public; and 2) depending on the decision, do we limit dispensary locations and implement a tax; by allowing a dispensary it does not mean we will get one but would put us in position if we do; and statute is very restrictive and it would not be like Oregon or Colorado where there is one on every street corner. Mayor Manier shared that he recently toured the cultivation plant facility in Vermont, IL and found their processes to be very regulated. He shared when it first came out, he was against it but from a revenue standpoint it is something we can discuss and talk about. Following discussion, it was the general consensus to move forward with looking at model ordinances for consideration in regulating dispensaries.
- E. Video Gaming Terminal – City Administrator Forsythe provided the following: a recent gaming bill expansion in the State Legislature allows for the addition of 1 video gaming terminal (VGT) per licensed video gaming establishment bringing the number to 6 total per establishment; we currently allow up to 5 per establishment and cap the number at 40 VGT's in the City; and currently are at 37 VGT's in the City. He shared that Public Safety Committee's position is that if an establishment were to officially ask it could be considered and is asking direction from Committee on possibly amending our ordinance to allow the 6<sup>th</sup> VGT if an official request is received. Following discussion, it was the consensus to move forward with this item for consideration if an official request is received.
- F. Golf Carts on City Streets – City Administrator Forsythe shared that we have received requests from residents on allowing golf carts on City streets and as a result, Public Safety Committee discussed this at their most recent meeting and is recommending denial of the request. He shared that under IL statute golf carts are considered non-highway vehicles and their use is restricted, however, it allows municipalities to decide for themselves when they can be used. Following discussion, it was the consensus to not move this forward for consideration due to the liability, risk, and safety issues it creates. It was also mentioned to begin research on how we address the increasing number of low speed vehicles as well as motorized bicycles on streets.
- G. Ally Water Meters – Public Works Director Andrews provided an informational update as follows: Ally meters allow for a remote shut-off using our AMR radio communications that could be used in leak detections and nonpayment of accounts; we purchased 40 meters and have installed 8 to date; Finance & Personnel Committee discussed the use of these meters in apartment units that do not have the current code required shutoffs; for these types of units we currently have to get inside access to zip tie the shutoff; a draft notice letter has been created to send landlords giving them the option of voluntary compliance as well as reminding them of their liability in paying their tenant's bill should they elect not to participate in the upgrade. Following discussion, it was the consensus to implement the process of sending the notice letter.
- H. Special Service Areas N. Lawndale Avenue & W. Holland Street Update – City Administrator Forsythe provided an update on the two SSA's noting the following: we are working with Assistant City Attorney Tim Yuhasz on completing the schedule which includes the adoption of establishing ordinances, public hearing, and 60-day timer period for residents to agree or oppose the SSA, as well as determining the process to provide access to the private property owner's utilities; this

process is a fair and equitable way for the improvements; the establishing ordinance is a proposing ordinance and does not obligate the SSA, the public hearing allows residents to speak on the proposed SSA; staff is proceeding with the necessary documents to bid the public portions of the project in a timely manner; and this method will be used going forward with other reconstruction projects. It was noted that residents will receive a 15-day notice on the date of the public hearing.

- I. Goal Setting – City Administrator Forsythe provided an update to the Council Goals & Strategic Planning Session he is scheduling noting the following: contacted several entities who provide this service and have received a formal proposal from Midwest Municipal Consulting who I have worked with in the past; Elizabeth Hansen, President, has the abilities and knowledge to help facilitate this process for us; funds have been identified for this expense and the proposal amount is \$4,850 plus expenses; the process will include a survey completion and one-day workshop; would look to have public input once goals are set; and will work through dates for the best participation. It was the general consensus to move this proposal forward to Council for consideration.
5. Other Business – None.
6. Executive Session – for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body and for collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees per 5 ILCS 120/2(c)(1 & 2) of the Illinois Open Meetings Act. At 7:42 p.m. Alderman Cobb moved and Alderman Adams seconded to move into Executive Session. On roll call the vote was:  
Ayes: 8: Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder  
Nays: 0  
Motion declared carried.
7. At 8:01 p.m. Committee reconvened in regular session and Alderman Brownfield moved and Alderman Black seconded to adjourn. Motion carried unanimously by voice vote.



Patricia S. Brown, City Clerk