



CITY OF WASHINGTON

City Administrator Report to Mayor and Council

February 26, 2026

ADMINISTRATOR – *Jeff Fiegenschuh*

City of Washington 2026–2027 City Administrator Goals

Council Memorandum

To: Mayor and Members of the City Council

From: Jeffrey Fiegenschuh, City Administrator

Date: Thursday, February 26, 2026

Re: 2026–2027 City Administrator Goals

As part of our continued organizational alignment and in response to Council’s highest-ranked strategic priorities, I am submitting my proposed 2026–2027 City Administrator Goals.

These goals reflect Council priorities scoring 5 or higher and focus on disciplined implementation, fiscal responsibility, infrastructure investment, and long-term sustainability. Each initiative includes defined action steps and measurable deliverables.

Following adoption of the FY26/27 budget, I will facilitate a Council strategic planning retreat, align departmental work plans with these goals, launch enhanced capital and performance dashboard reporting, and provide quarterly implementation updates.

Respectfully,
Jeffrey Fiegenschuh
City Administrator

Goal Sheet

Economic & Community Development

223 Property Strategy (High Priority – Score 5+)

- Develop clear desired outcome and phased implementation strategy

- Evaluate redevelopment options and financial feasibility
- Present phased action plan by Summer 2026

Community-Wide Sidewalk Initiative (Score 5+)

- Advance Safe Streets Sidewalk Initiative
- Prioritize routes to schools, high-traffic corridors and residential areas
- Identify funding sources and refine multi-year buildout plan

Freedom Parkway Comprehensive Development Plan (Score 5+)

- Engage consultant if necessary
- Align development strategy with long-term revenue and service sustainability

Washington Plaza Development Plan (Score 5+)

- Complete sewer extension by July
- Identify catalyst redevelopment opportunities
- Evaluate Business Development District framework

Space Needs Study Implementation (Score 5+)

- Secure Council approval in March
- Develop phased funding strategy aligned with CIP
- Present finalized proposal in late 2026

Reinvent Good Neighbor Days Festival (Score 5+)

- Conduct stakeholder review
- Define operational and funding strategy
- Improve sponsorship alignment and branding

Infrastructure & Capital Planning

Multi-Year Capital Improvement Program Enhancement

- Develop 10-year CIP and financial modeling
- Align capital plan with council approved strategic priorities
- Secure all easements for sewer trunk line

Sidewalk & Roadway Program Expansion (Score 5+)

- Increase annual allocation for sidewalk replacement and rehabilitation

Utility Infrastructure Evaluation

- Secure sewer trunk line easements
- Continue inflow, infiltration, and drainage improvements

Administration, Staffing & Organizational Development

Organizational Strategic Planning Session (Score 5+)

- Facilitate Council retreat
- Clarify roles and responsibilities
- Establish measurable performance indicators

Succession Planning

- Appoint Deputy City Administrator by April
- Support emerging leaders
- Develop internal training programs

Leadership & Culture Development

- Establish annual leadership theme
- Expand continuing education
- Invest in staff retention pathways

Budgeting & Finance

Balanced FY26 & FY27 Budgets

- Maintain structural balance
- Protect reserves
- Explore reduction of City property tax levy
- Evaluate dedicating gaming revenues to pension obligations
- Implement Finance Director best practice protocols

Intergovernmental & Community Relations

Regional Relationship Building

- Join at least one regional board (with Council approval)
- Hold regular coordination meetings with regional partners
- Monitor regional development impacts

Transparency & Public Engagement

- Speak to five community groups annually
- Improve website and communications

Personal & Professional Development

Maintain ICMA Credentialed Manager status

Continue professional association involvement

Expand regional engagement

Mentor emerging managers

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

- Stark Excavating had the low bid for Phase 3 of Catherine Reconstruction. This was a very close bid with Ottobaum, whose bid was only \$38,755 more. Stark's bid for the project was \$1,510,944.60. If Council approves the award, utility relocation will begin in March. Stark would the plan to begin construction in early May.
- Concrete work is anticipated to resume for Phase 2 of Catherine early to mid-March. We met on-site with Stark and emphasized that all work and pay estimates need to be completed by

May 1. Residents will be notified before work resumes. The remaining work consists of sidewalk installation, grading and restoration.

- Stark plans to have a separate concrete crew on site to begin the installation of new ADA ramps on roads SE of the square in early to mid-March as well. City crews will complete the landscaping and restoration so that all remaining money in the project budget can be put towards ADA ramps and paving. A change order is being submitted in an effort to complete additional paving on roads throughout the project.
- ICCI is waiting for the weather to improve before jumping back on the Candlewood Repair.
- TWM is working to finalize the Adams Street drainage priority project plans. This will be the last of the priority projects being paid for with the Stormwater Bond. The remaining priority projects will be covered with the stormwater funds that remain after the bond payments.
- A Draft Traffic Calming Policy has been shared with the City Administrator and Police Chief to comment on. This policy will be shared with Council for a Committee of the Whole Discussion in March or April.
- IDOT is in the design phase for a mill and overlay of McCluggage. We are providing our utility information to be added to their plans. I have not heard when this will be awarded but I expect it to land later this year or early next year.
- Working with Oberlander Electric to replace a street light bulb on Freedom. The light was still under warranty from the roadway project.
- There was some public concerns about the galloping mast arm during the high wind. Staff has been looking into dampeners that could be added to assist. The signal galloping is safe, but a dampener might aid in putting residents at ease for a small investment.
- Hutchison is continuing to do some design work for the Elgin Sidewalk extension as well as some ADA upgrades in the southeast corner of the square in front of the Historical Society.

FINANCE – Paulette Hurd & Joanie Baxter

- Budget preparation FY2027 – General Fund and related Special and Capital Project funds
 - Analysis and budget development of all personnel costs across funds.
 - Development of L/A budget and General Fund revenue projections. Input into ClearGov.
 - Jill prepared and we reviewed City Hall budget and input into ClearGov.
 - Input of all personnel costs projected and proposed in ClearGov.
 - Review of operating budget requests from Department Heads.
 - Input of revenue and reconciling of all funds.
 - Export of all funds from ClearGov to fund spreadsheets.
 - Preparation of General Fund Summary.
 - Preparation of narratives for Council review
- Jeanette prepared the Workers Compensation Audit for 2025, and it was accepted with no questions.
- Jeanette and Paulette gathered required information for the Police Pension Fund audit for FY May 1, 2024 through April 30, 2025.
- Continued transition and training for Finance Director position.
- Jill processed and we reviewed payroll for February 27, 2026.
- Jill prepared and we reviewed the Form 1095s in preparation for electronic filing.

- Assisting Planning and Development with upgrade to Permitting and Licensing module.
- Pursuing Work Orders through Tyler as part of website transition.
- Utility Billing (February 14 - 27, 2026)
 - A total of seven accounts were sent delinquent notices for February disconnects
 - A total of 39 cutoffs were processed for January, and 25 payment arrangements were made and 36 door knocker emails were sent
 - New accounts and account closings processed:
 - 17 ins
 - 19 outs
 - Leak detection through RNI and Sensus Analytics software – 42 leaks were caught and residents/businesses notified

PLANNING & DEVELOPMENT – *Jon Oliphant & Joe Boyer*

- A Washington Tourism Grant application has been submitted for the 2026 Paint the Path project, which is scheduled for June 20 on the recreation trail between Five Points and the fire station. It is held by the Washington BRIDGE Education Foundation and helps generate funds to assist with the development of local students. BRIDGE provides financial assistance to students for resources such as tools, materials, uniforms, kits, and subscriptions necessary for careers in agricultural and diesel technology, cosmetology, electric vehicle technicians, and more. This will be the sixth annual event and draws people from throughout the region. This year's event is being held in coordination with an art show that Five Points is organizing. An award of \$1,500 has been made for the event.
- The March PZC meeting has one item: A public hearing for a zoning code text amendment to potentially revise the current regulations pertaining to the allowance of billboards. Depending on the direction from that meeting, a first reading ordinance would be brought to the Council in the near future.
- Staff met with a couple of representatives for group that will tentatively be purchasing the 120 and 126 Walnut properties. A closing is tentatively scheduled for mid-April and it is anticipated that the continuation of the redevelopment of those buildings would occur sometime after the closing. Both buildings are planned to be utilized as event space.
- This month's Technical Working Group hosted by the GPEDC featured a presentation on the services offered by the Turner Center for entrepreneurship at Bradley. The Turner Center is the umbrella hub for a variety of functions such as the Illinois Small Business Development Center, the Illinois International Trade Center, and the Peoria NEXT Innovation Center, as well as providing guidance on social media, digital presence, and AI.
- The first three interviews have been held for the Building & Zoning Coordinator position. At least one more is scheduled for next week before a determination is made on whether second interviews will be scheduled.
- The building permit for the G.Y.M. building to be located on N. Cummings directly south of The Hub has been issued.
- Staff has begun having initial discussions with staffs from other nearby municipalities and counties about adopting either the 2021 or 2024 International Code Council editions in the coming months. The City has previously adopted and enforces the 2018 International Building Code and International Residential Code. The 2015 or 2018 editions are enforced by most municipalities and counties but nearly all of us need to begin enforcing a more recent edition,

which support a stronger Building Code Effectiveness Grading Schedule (BCEGS). A higher BCEGS score can positively influence insurance premiums within the community. In recent years, we have attempted to have as many of the municipalities and counties enforcing the same versions as possible to reduce any confusion amongst the area builders.

PUBLIC SAFETY – *Chief Stevens*

- The Tazewell County Association of Chiefs of Police presented 2025 awards recognizing outstanding service of police officers from a countywide perspective. Honored WPD members were:
 - Lifesaving Awards: John Williams, Camille Imhoff, Sergeant Ryan Hunsinger;
 - Meritorious Service: Henry Perilles and Ashley Kendrick
 - Professional Staff Excellence: Sherry Guimond
 - Detective Steve Hinken was a nominee as Investigator of the Year.
- Chief Stevens participated in ILETSB-sponsored training regarding AI use by government and dealing with AI content generated outside the agency.
- We've continued to search for those driving under the influence of drugs or alcohol because that has a direct bearing on community safety. From January 10 – February 23, WPD made 15 DUI arrests, 12 of those for alcohol alone (with an average BAC at the time of stop just over .155) and three more for other drugs or a combination of drugs and alcohol. With an average BAC of about twice the .08 noted in law, these are not borderline cases. These arrests represent impaired drivers being identified and removed from the roadway before crashes, injuries, or fatalities occur.
- Thanks to Beverly Manor School for allowing us to partake in Pickle Day, their fundraiser supporting a Washington D.C. trip!

PUBLIC WORKS – *Brian Rittenhouse*

- Staff had a pre-construction meeting with Hoerr to discuss the Jefferson Street Shop repairs. Hoerr expects to start in the next 4 to 6 weeks.
- Street sweeping has and will continue to take place during warmer days. It is currently sweeping areas with more leaves and debris. Once the weather stays warmer, sweeping will become more routine, starting at one end of town working through to the other end.
- Stormwater inlet inspections continue.
- Staff repaired a water leak at the intersection of Lynn and Walnut Street.
- Staff continues to work on the budget.