

**COMMITTEE OF THE WHOLE**  
**MONDAY – MAY 9, 2016**  
**LIBRARY MEETING ROOM - 380 N. WILMOR ROAD**  
**WASHINGTON, ILLINOIS**

Mayor Manier called the Committee of the Whole meeting of May 9, 2016 to order at 6:30 p.m. in the Library meeting room at Five Points Washington.

Present: Aldermen Brownfield, Brucks, T. Gee, Moss, Butler, Dingledine, J. Gee, and Maxwell.

Absent: None.

Also present: City Administrator Culotta, Controller Baxter, Director of Public Works Andrews, P & D Director Oliphant, Police Chief Papis, Deputy Police Chief Stevens, City Treasurer Dingledine, and City Clerk Brown.

**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 Brucks moved and Alderman T. Gee seconded to approve the minutes of the April 11, 2016 Committee of the Whole meeting. Motion carried unanimously by voice vote.
4. Greater Peoria EDC – Jennifer Daly – Ms. Daly thanked the Committee for allowing her to provide a regional progress report and for their support. She provided a brief overview of what has been going on with the Greater Peoria EDC and shared that during her past 18-months with the EDC they have confirmed their plan and are implementing strategies to grow business and talent within the five-county area. She went on to share the ways in which they are implementing their strategies to help promote our region, maintain existing businesses, work with entrepreneur startup companies, and growing talent for our area workforce. Following the presentation Mayor Manier shared that business retention is a big concern and is important to us and what they are doing to help is greatly appreciated. Alderman Dingledine asked if she could identify new jobs that have started up and Ms. Daly shared that there are approximately 300 new jobs that they have worked with. She shared that quarterly reports and weekly bulletins are available online for viewing and that she is available by phone to anyone who might have a question or concern. She also shared that P & Z Director Jon Oliphant is a fantastic part of the local EDC team and we are fortunate to have him as part of our community.
5. 911 Consolidation – Police Chief Papis shared that the impact of a 911 consolidation will be substantial. He shared that ETSB Interim Director Rich Mendenhall who serves on the Consolidation Committee is present this evening to provide an overview of the process. Mr. Mendenhall shared that in June of 2015 the state enacted a law that requires a county of our size to consolidate into two 911 dispatch call centers. He shared that currently dispatch centers are located in East Peoria, Washington, Morton, and Pekin and the plan would be to combine Washington, Morton, and East Peoria into one dispatch center. He shared that they are currently working on a June 30, 2016 deadline that either implements a plan or asks for a 5-year waiver to implement the plan and they will be submitting for the 5-year waiver. He shared that this is an unfunded mandate that has to be complied with or it will result in 911 funding not being disbursed to us.

Mayor Manier asked if there was a preferred location yet and Mr. Mendenhall shared that there is not but it would ultimately be part of the plan when it is submitted. He shared that more time is needed to formulate a plan and that is why they are working on requesting the 5-year waiver for implementation of the plan. Deputy Chief of Police Stevens shared that there are a number of areas that are not conducive to radio towers and microwave antennas and that the ETSB cannot acquire property using 911 funding. Mayor Manier shared that there were talks in 2008 about combining but there were areas in East Peoria with radio silence. Alderman Brownfield asked what happens if the waiver get denied and Mr. Mendenhall replied that they will have to

have a plan B and C in place and come July 2017 we would have to start moving in a direction that shows we are moving towards compliance. Alderman J. Gee asked if the Illinois Municipal League took a position on this and Mayor Manier shared that it was a mandate without preliminary details. He shared that we need to make sure our legislators are kept informed on this and involved in the process. Following a brief discussion of how a consolidated center would potentially operate, Mayor Manier asked Police Chief Papis to provide a breakdown of emergency vs. non-emergency calls that dispatch is now receiving and asked him to provide a monthly report on the progress of the mandated consolidation.

6. Website Development – City Administrator Culotta provided a summary of the recent research done in looking at outside services to engage with to not only refresh and modernize the City's website, but to also provide better communication through the website with residents. He shared that staff has been looking at needs and have identified several areas that would enhance the website as a communication tool to meet the expectations of residents. He shared that two competitive proposals were submitted following a web demonstration by both companies and that after a review of services offered EGov Strategies meets our needs and is the most cost effective option for us short and long term. Alderman J. Gee asked if it would be possible to have them come in and provide a demonstration for the Committee and City Administrator replied that he would try to get it scheduled for the next Committee of the Whole meeting.
7. Noise Ordinance Amendment – P & D Director Oliphant shared that there has been a recent request to extend noise prohibition hours from 10:00 p.m. to 11:00 p.m. on Fridays and Saturdays and asked if there was any interest in amending the Code to provide for this change in hours. Following a brief discussion there was a concern with allowing residential noise until 11:00 p.m. but the general consensus was to move forward with the proposed ordinance amendment.
8. Bike Friendly Community Update – P & D Director Oliphant shared that they are now 6-8 months into seeking this designation and the application is in process with a submittal deadline of August 9, 2016. He shared that it is a beneficial designation for our City where we already have a number of criteria in place with the exception of on-road markings. He shared that this year's budget includes funds to mark out two routes within the City and that more time is needed to provide public education about the on-road markings, and as such, we will not be in a position to get markings down before the Good Neighbor Days Family Bike Ride schedule for June 4<sup>th</sup>.
9. Nofsinger/US Route 24 Public Meeting Announcement – Public Works Director Andrews shared that he received a progress update from Terra Engineering last week and a public open house meeting is scheduled for Thursday, May 26, 2016 from 5:00 p.m. until 7:00 p.m. in Banquet Room D at Five Points Washington.
10. Automated Meter Reading Project – Technology Fee & Code Amendment Considerations – Controller Baxter provided an overview of the proposed technology fee and Code amendment considerations necessary for the implementation of the Automated Meter Reading Project noting the following: 1) different options were looked at regarding the debt service of \$290,000 per year during the January Committee of the Whole meeting; 2) the favorable option was setting a technology fee at a flat rate per meter capped for accounts with dual meters; 3) the fees being proposed are \$3.85 per month for single meter accounts and \$5.50 per month for dual meter accounts; and 4) other code amendment considerations consist of language changed to reflect monthly billing rather than quarterly billing, minimum usage charge changed from 2,500 gallons per quarter to 850 gallons per month, and language changed to reflect that a second notice will not be sent and shutoff will occur if payment is not received 15-days after the due date. She also shared that they are on target to have the changeover from quarterly to monthly billing implemented by October 1<sup>st</sup>. Following a brief discussion on additional expenses vs. cost savings the consensus was to move forward with the Code amendments. Public Works Director Andrews shared that we are at 2,200 meters with active ring back through the tower and we are on target with meter replacements with no major surprises, but there will be some challenging areas ahead. Controller Baxter shared that they have received a good response from residents in making their meter replacement appointments as well.

11. IL Transportation Enhancement Program (ITEP) – Washington Square – Public Works Director Andrews provided an summary of the current ITEP funding assistance applications noting the following: 1) both the Centennial Drive shared-use path from McClugage Road to Summit Drive and the Downtown Square Streetscape projects are being submitted for consideration; 2) after meeting with IDOT and FHWA in April regarding the Downtown Square Streetscape project both agencies were very supportive, but did encourage us to start engineering to better help position the project for ITEP scoring; 3) engineering and construction is budgeted under TIF funding this year; 4) engineering expenses could be eligible to count towards the total project should the City be selected for funding; 5) ITEP funding would be capped at a \$2M; 6) three engineering firms are prequalified based upon our previous Statement of Qualification under this category and they are Terra Engineering, Hutchinson Engineering, and Maurer-Stutz; 7) the intent would be to engage on of these prequalified firms for the following tasks supporting the smaller/initial local TIF funded project: survey; environmental & utility coordination; public outreach; streetscape development; and design for one block of the Square; and 8) the anticipated fee for the initial abbreviated engineering services tasks is approximately \$50K. He shared that they would be in a position to bring forward scoped proposals for consideration at the next City Council meeting.
12. Other Business – Treasurer Dingledine asked if AMR billing would have a timing issue if we waited for next month’s Committee of the Whole meeting for a website demonstration with Egov Strategies and City Administrator Culotta shared that the website build will take approximately 6-months so it is not critical. Following a brief discussion on the need to see a demonstration, it was the general consensus to move the proposed contract with EGov Strategies forward to City Council for consideration at its next meeting.
13. At 7:53 p.m. Alderman Brownfield moved and Alderman Brucks seconded to adjourn. Motion carried unanimously by voice vote.

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Patricia S. Brown, City Clerk