

**COMMITTEE OF THE WHOLE  
MONDAY – FEBRUARY 12, 2018  
LIBRARY MEETING ROOM - 380 N. WILMOR ROAD  
WASHINGTON, ILLINOIS**

Mayor Manier called the Committee of the Whole meeting of February 12, 2018 to order at 6:30 p.m. in the Library meeting room at Five Points Washington.

Present: Aldermen Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Gee, and Moss.

Absent: None.

Also present: City Administrator Culotta, Controller Baxter, Public Works Director Andrews, P & D Director Oliphant, Police Chief McCoy, Deputy 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 – Dennis Hermann and Melissa Wireman, representing the Chamber of Commerce and Good Neighbor Days Festival Co-Chairs, expressed their appreciation for all that the City provides in help and will need it again this year. They shared that they are in the planning stages for the festival, which will take place in the same location on May 30<sup>th</sup> through June 3<sup>rd</sup>, and are working through logistics with the parking and traffic that will be different now that Uftrings is in their temporary relocation in the former TSC space while their new building is under construction.
3. Approval of Minutes: Alderman Brucks moved and Alderman Gee seconded to approve the minutes of the January 8, 2018 regular Committee of the Whole meeting. Motion carried unanimously by voice vote.
4. **BUSINESS ITEMS**
  - A. Solar Energy – Zoning Code Text Amendment – Planning & Development Director Oliphant provided the following information as background: 1) the proposed ordinance would establish regulations pertaining to the operation of various solar energy developments; 2) the Planning & Zoning Commission held a public hearing at their February 7<sup>th</sup> meeting and unanimously recommended approval; 3) the State of Illinois approved the Future Energy Jobs Act in 2017; 4) it establishes incentives for renewable resources, including wind and solar energy projects; 5) the legislation encourages smaller single-use residential panels as well as large-scale solar farm projects; 6) we do not currently address solar in our code and this proposed ordinance would establish regulations pertaining to ground- and roof-mount solar systems, community solar gardens, and commercial/large scale solar farms; 7) it largely uses language from an ordinance that Tazewell County adopted in May and others that East Peoria and Morton are currently considering; and 8) all are based on an Illinois model solar energy ordinance. He provided that they would be a permitted accessory structure on lots with a principal structure and provided they meet the height and setback regulations of their zoning district; community solar gardens would be allowed as a special use in all zoning districts; commercial/large scale farms would only be allowed as a special use in our AG-1 and I-2 zoning districts; all would be required to obtain a building permit and comply with all applicable building codes; and if there is general acceptance of the ordinance, there will be a request to waive second reading at the City Council meeting in order to adopt the regulations sooner in order to allow for a residential roof-mount system building permit to be issued. Oliphant touched on several of the items noted and asked if there were any questions. A discussion ensued on various aspects of the ordinance that included the following: are accessory structures such as garages and sheds places we want to see roof mount structures; the visual concerns of these structures being

placed on the front and sides of a home where they can be seen from the street; and the need for these structures to face south in order to receive the benefit of the sun. Following discussion, it was the consensus of the Committee to incorporate additional language to address the concerns and for staff to provide pictures of various types of solar structures that show how they are used and mounted on existing structures today.

- B. Snow Parking Ban Discussion – Public Works Director Andrews provided the following as background information: 1) during winter operations this year a concern was revealed in the time allowed to elapse between the issuance of a parking ban and the enforcement of vehicle removal within the allotted time; 2) a discussion was held at the last Public Works Committee meeting with representatives from the Police Department in attendance as well; 3) currently there is a 12-hour period where a vehicle can remain on the street after a ban is issued; 4) staff practice is to wait until near the start of a snow event to issue a ban to ensure that the accumulation will be in excess of 2-inches; 5) a first-round pass if the city's driving lanes takes approximately 4-5 hours with the second-round pass of the parking lanes happening much sooner than the 12-hours the current ordinance provides for; 6) discussions were had on the pros and cons of issuing a ban earlier as well as reducing the amount of time to remove a vehicle from the street; and 7) the Public Works Committee was in favor of reducing the time for vehicles to be removed from 12-hours to 6-hours after a ban is issued. Andrews touched on several items noted as well as how violations would be handled for repeat offenders by using a graduated repeat offender fine. Following discussion on the importance of having cars removed from the street for snow removal purposes and how repeat offenders are handled, it was the consensus of the Committee to move this item to Council for consideration.
- C. Review Debt Service Schedule – Controller Baxter provided a summary of the City's existing long-term debt balances, annual debt service, and funding sources noting the following: 1) STP2-Phase 2A, \$3,248,442.04 *preliminary balance and debt service, pending final pay request, total approved \$3,900,000* (Sewer Fund \$157,875.90 and Sewer Connection Fees \$39,468.98), maturity in 2037; 2) STP2-2009 Expansion, \$3,762,796.07 (Sewer Connection Fees \$289,445.86), maturity in 2030; 3) Water Meter Upgrade/AMR, \$1,900,775.02 (Technology Fees \$261,314.80), maturity in 2026; 4) WACC, \$3,705,000 (2.5% HR Sales Tax \$309,250 and WACC Contribution \$50,000), maturity in 2029; 5) Washington 223 Property, \$4,965,800.75 (Farm lease \$59,411.10 and General Fund \$79,045.08), maturity in 2020; and 6) Mallard Crossing Special Service Area, \$90,000 (Special Service Area Property Tax \$48,275), maturity in 2019. She also noted the annual totals by fund as follows: General Fund \$388,295; Water Technology Fees \$261,315; Sewer Fund \$157,876; and Sewer Connection Fees \$328,915. There was no further discussion.
- D. Capital Improvement Plan – City Administrator Culotta provided and went over a handout that included CIP revenue option recommendations from the Finance Committee made a few weeks ago as well as sales tax rates for other regional cities. He shared that new revenue options included a new food & beverage tax as well as a local motor fuel tax. He indicated that Option 1 on the handout shows the impact of a 0.5% home rule tax increase with Option 2 showing the impact of a 0.25% home rule tax increase; a 1% new food & beverage tax, a 1% telecommunication tax increase, and a \$0.02/gallon new local motor fuel tax. Alderman Brucks, Finance & Personnel Committee Chairman, shared that they looked at options that would have the least impact to residents and asked for input on the best way to approach new revenue streams to support capital improvement projects. Discussion ensued on what the projected revenues would look like compared to the list of capital improvement projects and what the best approach would be.

Public Works Director Andrews provided the following as background information of the major Capital Improvement Projects (CIP) by the three major funds, Sewer, Water, and Streets noting the following: 1) Sewer – Cured In-Place Liner, recommending to increase FY18-19 budget to \$150,000; Lift Station Phase 2 Upgrades, estimated at \$90K; Phase 2B Truck Line, programmed at \$5M with year on construction expenditures estimated at 25-50% of this given the size of project; Off-lining Sewer Treatment Plant #1, currently operating by discharging into the trunk line for added volumetric and to ensure no discharge violations. Costs are assumed to be bundled with Phase 2B trunk line but may need to be broken out in advance to aid in shuttering; and Sewer

Treatment Plant #2, stainless blower/air pipeage at \$75K, equipment garage at \$100K, sludge drying bed rehabilitation at \$75 (*possible carryover from FY17-18*). 2) Water – Water Treatment Plant #1 Filter Rehab, estimated at \$300K; Water Treatment Plant #1 VFDs, consideration at Wells #8 and #6; Water Treatment Plant #1 Levee Protection, estimated at \$310K; Water Treatment Plant #2, filter rehab at \$375K, block wall, carry over FY17-18, and roofing, carry over FY17-18; and Water Tower #3, estimated at \$2.5M; and 3) Streets – General Maintenance, estimated at \$775K with \$350K from State MFT and \$425K from General Fund; Resurfacing, estimated at \$750K; and Reconstruction as a follow-up to previous discussions concerning roadway rehabilitation considerations on the east side of town as follows: 1) streets mapped by FHWA & IDOT are: E. Holland at 3,829LF, condition rating standard (CRS) of 7, and approximate average daily traffic (ADT) at 600; Lynn at 1,282LF, CRS of 6, and approximate ADT at 550; Hilldale at 3,580LF, CRS of 5, and ADT at 500; and N. Lawndale at 1,998LF, CRS of 4.5, and ADT at 1,040; and 2) streets that are not Federal Aid eligible with interest due to their brick surface are: W. Holland at 525LF, est. CRS of 3, and approximate ADT at <500; Catherine at 2,375LF, est. CRS of 3, and approximate ADT at <500; and Zinser at 931LF (or 120LF from N. Main to Lane alley), est. CRS of 3, and approximate ADT at <500. Based on these criteria, it would be his recommendation to consider the start of engineering for reconstruction of N. Lawndale in the remainder of FY17-18 and into FY18-19. The design effort was previously estimated by Mohr & Kerr Engineering at \$57,552 and a reconstruction cost of \$1.4M.

Following discussion, the Committee expressed their revenue option choices as follows: 4 were in favor of Option 2 as presented; 1 in favor of Option 2 home rule 0.25% increase and telecommunication tax 1% increase only; 1 in favor of Option 2 but no food & beverage tax, a 4% liquor tax and a \$0.04/gallon motor fuel tax; 1 in favor of Option 2 at the liquor tax scenario in lieu of food & beverage tax; 1 in favor of Option 1 as presented and a 1% telecommunications tax increase. Staff was given direction to project revenues based on the above scenarios and to have Public Works Committee work on prioritizing projects based on revenues.

5. Other Business – Administrator Culotta shared that the original utility box size quoted at \$1K was an inadequate size for the amount of payments we receive and the larger box and protective barriers will be approximately \$2,700. He asked if everyone was okay with this increase and there were no objections.
6. At 7:48 p.m. Alderman Gee moved and Alderman Brucks seconded to adjourn. Motion carried unanimously by voice vote.



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Patricia S. Brown, City Clerk