CITY OF DIXON
YEAR IN REVIEW
2023
2023 has been another phenomenal year for the City of Dixon. We have created an incredible team across all City departments and strengthened relationships with our key strategic partners, which include Discover Dixon, LCIDA, the Dixon Park District, Lee County Government, Dixon Public Schools, Illinois Department of Transportation and Sauk Valley Community College. We continue to grow relationships with developers, and we have put Dixon on the map as a thriving rural community.

One of the greatest signs of success is that local businesses are continuing to make investments in Dixon. Bonnell Industries is investing in a new 100,000 sq ft manufacturing facility, Raynor Manufacturing expanded and invested millions of dollars through their move to the former Rayovac facility, and Sewer Equipment has just purchased a 7-acre parcel in the Industrial Park and will begin expansion in 2024. These investments will create new jobs and new opportunity for Dixon and her residents.

It has long been a vision to develop the I-88 corridor. The work over the past 5 years has brought this vision to life. Through incredible partnerships with Dixon Land Group, we are seeing the 27-acre “Gateway” development come to life. While businesses are in different stages of construction, it was exciting to see Chipotle open just after Christmas. Chipotle saw incredible customer numbers, 4,500 on day one, followed by 18,000 for the week coming 85 in independent zip codes. 2024 will see the opening of Casey’s, the YMCA Childcare Facility, a multi-tenant building featuring Jersey Mikes, LA Nail, and T-Mobile, and a new premier car wash. Construction will begin on the Fairfield Inn by Marriott and several other businesses will be announced and begin construction.

While we are experiencing incredible investment and growth through the Industrial Park and I-88 business district, we maintain a laser focus on all of our business districts. The northern district, which features County Market and Dixon Plaza continues to thrive. RP Lumber’s purchase of the former Shopko is expected to see significant development in 2024. Our downtown business district is near full capacity, and the Dement Town business district has two thriving restaurants.

In addition to the strong business environment, the City continues to invest in public infrastructure and enhancing City services. More than 35% of our roadways have been resurfaced over the past 6 years and there has been significant improvements to our underground infrastructure system. To better serve our community, we formed a new department within Public Works, “The Streets and Properties Division”. This merger combined the Street Department, Public Properties, and Oakwood Cemetery to allow for more efficiencies and better utilization of City staff.

Major steps have been taken to move forward the “Viaduct Point” riverfront development. The 1.8 mile bike path expansion began along the river from the Peoria Avenue Bridge west to towards the old railroad bridge and the City continues to move “Project Rock” forward that will create a pedestrian bridge across the old railroad track and significantly enhance pathways and roadways in Page Park. Over the next several years, the riverfront in this area will be completely transformed.

In 2023, the City continued to invest in quality of life for our current residents and tourism for those visiting Dixon. Discover Dixon hosted more than 50 events, including weekly family events like the Dixon City Market and Friday Night Music at the Park. The Dixon Historic Theatre continues to be a destination for concerts, plays, conferences, the children’s theatre, and movies.

We continue to live in one of the safest communities in Illinois. Our police and fire departments have received the highest levels of training and are committed to serving our residents. Proactive crime fighting strategies, community policing, progressive fire prevention programs, and the best trained paramedics in the region are just some of the ways we continue to enhance service and safety to our community.

All of this is being accomplished with very high degrees of transparency and fiscal responsibility. The City invests an incredible amount of time proactively sharing information through our multiple social media sites. City Council meetings are broadcast live on Facebook and available to watch if you couldn’t join during the meeting.
INTRODUCTION

Over the past couple of years, our team has aggressively pursued grants and won more than $25 million in grants. Our 5-year capital plan allows us to properly allocate resources to best meet our goals and our budget process in the most transparent process in the region. We have taken significant steps to reduce costs around health insurance and property and liability insurance, and we have stabilized the public safety pension.

As a City team, we take great pride in providing the highest levels of service to our community through our two primary values, “Commitment to Excellence” and “Here to Serve”. We will continue to be progressive and innovative across all of our department in our pursuit to add layers of greatness to our great community. The best is yet to come!!!

City Manager Danny Langloss
Received Calls (30 Days)
246 Building Department Line
840 Water Department Line
981 City Hall Main Line

Finance Department (1/1/2023-12/31/2023)
7,346 Phone/In office CC Payments
25,570 Cash/Check Payments Processed
6,512 A/P Invoices Entered & Processed
4,614 A/P Checks Printed & Mailed
727 Accounts Receivable Invoices Printed
(Airport/Sewer/Meters/Connect Fees)

Water & Sewer Department (30 Days)
5,967 Avg PM Utility Bills Reviewed and Printed
585 Avg PM Utility Shut Off Notices Printed
70 Avg PM Water Disconnections
81 Avg PM Account Transfers
1,076 Avg PM Review Meter Alarms & Reports
(High & Low Flow/Meter Communication Failure/Inactive usage/Reverse Flow)

Building & Zoning (1/1/2023-12/31/2023)
743 Permits Issued
91 New Contractor Registrations
90 Electrical Contractor Renewals
Assistance with Property Ordinance Concerns

Street Department (1/1/2023-12/31/2023)
Record Department Related Concerns
315 Follow up calls (Tree’s/Potholes/Signs/Sinkholes)
* Does not include storm & snow calls
Assist in facilitating Sidewalk Program

167 UTV Sticker Renewals
45 UTV New Plate Issuance
104 Pool Fill Credits Issued
Record Utility Liens
Republic Services account transfers & Inquiries
Review and Respond to info@dd.org emails
Create Bank Deposits and updates to system daily
**Manager**
- Streets Foreman
- Cemetery Foreman
- Properties Foreman
- 7 Maintenance Specialists
- Maintenance Specialist
- Permanent Part-Time

**ORGANIZATIONAL CHART**

**STATE OF THE DEPARTMENT**

Dynamic culture
- Team members with new roles and many new faces
- Many team members still learning the job and one another
- Team buying into new concepts and ideas
- Development of relationships/project coordination with
  - Township & State

Equipment and Facilities
- Acquire necessary multiple-use equipment
- New Oakwood building (Construction Spring 2024)
- Street Department garage remodel (Winter 2024)
- Upgrade Annex building

Greatest Challenges
- Material costs
- Supply chain issues
- Work load

**CAPITAL IMPROVEMENTS AND CORE DUTIES**

In-house capital work
- 2020-2022 savings average $50,000 per year

Non-capital obligations have increased with capital work
- Event support to Chamber/Main Street
- Petunia Festival
- Road maintenance
- Storm system maintenance
- Tree maintenance
- Airport maintenance
- Pavement painting
- Downtown / Riverfront / Property Maintenance
- Storm clean up and much, much more

**CEMETERY BUILDING**

Building, Mausoleum, Terrace Walls $1.6 million
- Interfund loan

**STREET RESURFACING 2018-2023**

- 2018 – 90 blocks resurfaced
- 2019 – 9 blocks resurfaced (Depot) Bulk of project shifted to 2020
- 2020 – 132 blocks resurfaced
- 2021 – 92 blocks resurfaced
- 2022 – 91 blocks resurfaced (48 in Oakwood)
- 2023 – 50 blocks resurfaced

6 year total = 464 blocks at a total expenditure of $14.4 million

1,056 rated blocks – 35% of city blocks resurfaced

Spending level sustainable at $1.0 to $1.5 million per year

Rising costs a concern – 21% increase since 2021
Wastewater Department

**Capital Improvements**

**Improvements since 2020**
- All 7 lift stations are now above ground.
- CMOM is 75% complete—remain ahead of schedule (Collection System’s Management, Operation and Maintenance Program)

**Future Improvements**
- Planning for major plant upgrades
- Addition of phosphorous treatment
- Construction of new storage building
- Riverbank Rip Rap
- Plan to access the IEPA Revolving Loan Fund for plant improvements

**State of the Department**

**Positive Culture**

**Significant training occurring (Plant and Collection System)**

**Equipment and Facilities**
- Complete Plant Revamp
- Phosphorous treatment
- Light duty fleet
- Storage building

**Greatest Challenges**
- Meeting new phosphorus requirements by 2030
- Plant logistics during construction
- Aging collections system
- Succession planning - due to licensing requirements

**Operational Notes**

- Gallons treated
  - 2021 1.26 billion gallons
  - 2022 1.24 billion gallons
  - 2023 1.35 billion gallons

- Watershed group for phosphorous planning

- Sonnde installed by Peoria Avenue bridge.
  - This is an instrument to used to gather data like levels of algae, pH and phosphorus to create modeling for the treatment plant’s EPA Nutrient Assessment Reduction Plan (NARP) report.

- The Treatment Plant sends two samples a week so that the IDPH can track COVID, RSV and influenza. This is a federally funded program.
**CAPITAL IMPROVEMENTS SINCE 2020**

- 9,550 feet of new water main installed
- 4,515 feet of existing water main lined
  - 4,300 feet installed by City Crews
  - 1,650 feet installed by IEPA Revolving Fund Loan
  - 3,065 feet lined via IEPA Revolving Fund Loan
  - 3,600 feet of new water main done and 1,450 feet lined via contract or other means (Washington Point, Gateway Project, etc.)

**Savings**
- In-house water main replacement $818,000
- Loan forgiveness $800,000
- Total $1,618,000

**Miscellaneous**
- Long Street – In-house $114/foot vs Contractor $375/foot
- South Galena - reduced scope $300,000 savings
- Washington Point – Developer driven
- Gateway – Grant funding

**STATE OF THE DEPARTMENT**

**Positive Culture**

Trust between Operators, Administrative Staff and Council at an all-time high

**Equipment and Facilities**

- Continue to update light-duty fleet
- Replacement for Green Shed

**Greatest Challenges**

- Aging Infrastructure
- Unfunded Mandates

**OPERATIONAL NOTES**

**Gallons Pumped**

- FY22 - 813,568,283
- FY23 - 855,113,114

**Excavations**

- 2021 - 86 (26 main breaks)
- 2022 - 78 (28 main breaks)
- 2023 YTD - 101 (31 main breaks)
- 7 of 9 VFD’s replaced

**Variable Frequency Drive (VFD):** Controls the well pump output by varying the frequency and voltage supplied to the well pump motors to meet demand

**Main Break Analysis**

- 2014-2017 Average = 35
- 2018-2022 Average = 27
- Decrease of 23%

**FUTURE PROJECTS**

- Lincoln Avenue water main replacement
- West End water main replacement project
- East 5th Street water main replacement
- Galvanized service line replacement
Viaduct Point

**DIMCO - Dixon Iron & Metal Company**
- Remaining Environmental Clean-up
  - $768,000 Grant Award
  - $154,000 local funding
  - Total $922,000
- Building Demo $150,000 – budgeted in COVID Relief Fund
  - Total $1.1 million

**MOXIE BUILDING**
- Demo $375,000
- Asbestos Abatement $180,000
- Tank Removal $30,000
  - Total $585,000 – budgeted in COVID Relief Fund

**MISC. RIVERFRONT BUILDINGS**
- Demo 4 houses $200,000 - budgeted in COVID Relief Fund

**PROPERTY ACQUISITION/DEVELOPMENT**
- $550,000 budgeted in Recovery Fund

**RAISE GRANT**
- RAISE Grant – Pedestrian Bridge, etc.
  - $11.9 million in grant funding
  - $1.9 million local match
  - Total $13.8 million - $2.0 million currently budgeted from FY22 turn-ins

**ITEP - SEGMENT A - Riverfront/RR Path**
- $3.55 million in combined grant funding
- $1.2 million in local funds – budgeted from Recovery Fund
  - Total $4.75 million - $2.0 million currently budgeted from Recovery Fund*

**ITEP - SEGMENT B - Bunny’s Bait Shop to Raynor Manufacturing**
- $2.25 million in combined grant funding
- $225,000 in local funds – 10% match budgeted from Recovery Fund
  - Total $2.5 million *Included in the $2.0 million currently budgeted from Recovery Fund
Gateway Development Project

- Gateway Project - I-88 development
  $3.0 million in grant funding
  Opportunity Zone/Demmer/Stewart
  $1.8 million local funds – Interfund Loan
  Total $4.8 million

- Lots 1,2,3,4 available
- Car Wash
- Multi-tenant Building
  Jersey Mike’s
  T-Mobile
  Li Nails
- Chipotle
- Lots 8,9 available
- Casey’s Fuel Center
- Fairfield Inn Marriott
- YMCA Childcare Center

Fargo Creek West Detention Pond
$1.5 million – TIF eligible

S Galena Avenue & Bloody Gulch Rd Improvements
Bloody Gulch Road – IL 52 West to College Avenue and
South Galena – 7th Street to Industrial Park

$31 million joint grant application with IDOT
$2.5 million local share
IT Department

OPERATIONAL NOTES

450+ Networked Devices (servers, computers, cameras, printers, firewalls, phones, door controllers, routers, tablets)

250+ Non-networked Devices (monitors, scanners, label printers, credit card readers, barcode scanners, audio equipment)

1500+ unique applications installed between all computers

Other systems under IT Department (or likely to be added) include:
- Downtown Music
- Walking path Security Systems
- Bridge/Arch lighting
- Outdoor Electronic Displays (ie Gateway Development Dixon sign)

OPERATIONAL NOTES

PASSWORD AUDIT

All internal user accounts are regularly audited to verify compliance with security standards. We also compare the password hash to a publicly available, known breached password list, to ensure users have a password that is less likely to be obtained by brute force attempts.

SECURITY SCAN

The City runs a regular network penetration scan against all our internal networks, including from outside the firewall (internet side), and have found no "Impacts" (which are the highest rated issues). We did identify several "Weaknesses", many of which were resolved in a timely manner. Most of the "Weaknesses" that were found were printer related. All remaining weaknesses are scored with a low or informational probability and are known by the vendor(s), and will be resolved by the replacement of those systems during upgrades in the near future, as an immediate replacement would not be cost effective given the low likelihood of that weakness to become a threat.

Impacts are items that are critical in nature, and would allow a malicious actor to access the network with existing tools. Weaknesses are items that could allow a malicious actor to gain access to that device or software, or to view the network communications with that device under the right circumstances. Weaknesses are scored either High, Medium or Low or Informational, and the few remaining weaknesses in our network are all considered Low or Informational. Informational simply means there is a way to view the device or communications, but there isn't a known way to utilize that information for a malicious purpose currently, so it isn't considered a threat, other than knowing it is there. Work will continue on removing all Weaknesses regardless of their score.

UPCOMING PROJECTS

Increase Email Security
Expand Endpoint Security
Expand network monitoring

UPCOMING PROJECTS
STRATEGIC PLAN - YEAR ONE

- Released on September 14th, 2022
- Developed with a desire to improve service offerings to the community and quality workforce retention
- 5 strategic goals over 4 years (2022-2026) with accompanying objectives and specific tasks

STRATEGIC GOAL #1

Maintain a healthy workforce through preventative screenings, physical fitness, and availability of mental health resources.

- Develop a program for preventative health screenings of members
  - NFPA standards
- Create a fitness plan for department members
  - Annual PFIT changing to Army Combat Fitness Test next year
- Continuous evaluation of existing resiliency program
- Obtain necessary resources to support a healthy workforce
  - nbmCertified fitness coaches, equipment, etc.

STRATEGIC GOAL #2

- Enhance the departments public relations program and social media footprint
- Develop a community safety education presentation program
- Conduct a continuous evaluation of the developed program
- Increase the department’s emergency incident updates on social media
- Increase the department’s daily active footage on social media

STRATEGIC GOAL #3

Develop all-hazards response capabilities to better serve our community

- Prioritize and schedule resource purchases and training
- Seek out opportunities for rescue team membership and participation
- Develop a maintenance program for rescue equipment
- Develop continuing education and training plan for specific rescue areas (Water Rescue, Dive, Technical Rescue, Drone, TEMS, IMT)
STRATEGIC GOAL #4

Provide adequate resources and personnel for responses to emergencies
- Evaluate available resources for response requests
  - Reviewed response requests and made minor adjustments

Assess the need for additional personnel for adequate response coverage
- Three additional personnel hired between February and May - accomplished.
  - Another was just hired because of a pending retirement
    - One member in paramedic class, one member getting ready for the paramedic exam, and two at the fire academy

STRATEGIC GOAL #5

Develop and maintain performance and education expectations for each rank with the department
- Build a consistent evaluation process for probationary firefighters
- Maintain and strengthen the positive morale and pro-training culture
  - Career and personal development approach (Education, Training, Experience)
    - 12 members with AAS in Fire Science, 3 working on completion
    - 7 members with BS in varying majors, 2 working on completion of Fire Administration
    - 4 members are staff instructors for Illinois Fire Service Institute
    - 8 members conduct traveling fire behavior training through SVCC
    - 1 member is a lead instructor for the EMT-Basic course at SVCC
- Develop a reverse evaluation process for company officers

BEYOND THE STRATEGIC PLAN

- Gear replacement schedule
- Ambulance re-chassis and future order
- Building maintenance
- Storm responses
- Completion of Captain’s promotion testing – 3 years
- Succession Planning
- Hiring list
A Police Social Worker position was approved by the council. This is a grant funded position. The position has been filled. This position will provide crisis co-response, follow up case management, care coordination, mentorship/education, victim service advocacy in crisis incidents, assist with referrals and deferrals through patrol and investigative services from the criminal justice system.

The Pretrial Fairness Act reforms pretrial procedures in Illinois. The law was designed to make the state’s pretrial practices more equitable, effective and transparent. The act eliminates the use of money bond as a condition of pretrial release and reforms pretrial hearing processes and detention procedures.

Specialized training for police and fire officers and significant others.
Building and Zoning Department

718 Permits issued
$29,591,628.50 spent on permitted projects
Collected $73,383.51 in permit fees

Types of Permits
2      Additions
14     Deck
9      Demo/Moving
9      Detached Garage
73     Driveway/Sidewalk
23     Electric
74     Fence
1      Foundation
5      New Commercial Building
1      Other
2      Parking Lot
41     Patio, Pool Porch
58     Right of Way Permits
103    Remodel/Repair/Replace
142    Roof
39     Siding, Soffit and Fascia
14     Sign Permits (Permenant and Temporary)
10     Single Family Residential
18     Solar
56     Windows and Doors

2023 PERMITS ISSUED

LARGER PROJECTS UNDERWAY

Surf Broadband
1 Year to Complete
Tru by Hilton
$7,400,000
Bonnell Industries
Expansion of Foundation
$600,000
KSB Hospital
New MRI area
$1,000,000
Multi-tenant Building - Gateway Project
$1,210,000
Jersey Mikes, Li Nails, T-Mobile
Casey's - Gateway Project
$1,800,000
Other Projects - Gateway Project
YMCA $3,200,000

2023 INSPECTIONS

157 Electrical service inspections
  • 43 Rough In
  • 28 Service Upgrade
  • 73 Final Inspection
  • 13 City Approval for ComEd

100 New Building Inspections
  • 18 Rough Framing Inspections
  • 18 Insulation/Energy Inspections
  • 29 Footing Inspections
  • 25 Foundation Inspections
  • 10 Final Occupancy Inspections

8 Passive Radon Mitigation
165 open or active inspections

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157 Electrical service inspections
  • 43 Rough In
  • 28 Service Upgrade
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  • 29 Footing Inspections
  • 25 Foundation Inspections
  • 10 Final Occupancy Inspections

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165 open or active inspections

COMPLETED PROJECTS

Chipotle - Gateway Project
$1,200,000
Raynor
Remodel of the Rayovac Building
$6,000,000
Sewer Equipment of America
Dutch Rd addition - 3rd Expansion
$3,900,000

CONSTRUCTION IN 2024

Other Projects - Gateway Project
Fairfield Inn and Suites
Carwash

1700 S Galena
Community State Bank
Demo medical building - Split into 2 Lots

Murphy Gas, 1620 S. Galena
Demo current facility
Construct larger building & pump area
$700,000
Building and Zoning Department

PROPERTY MAINTENANCE

- 63 Tags hung on doors for contact (various reasons)
- 114 violation letters mailed
- 15 order to destroy grass lien notifications mailed (process)

CODE UPDATE

- Fire Department updating the IFC
- Building Department update codes for: Building, Residential, Property Maintenance, Energy Conservation, Mechanical Fuel Gas and NEC

ADMINISTRATIVE HEARING

- 172 Citations issued
  - 113 Building & Zoning Department
  - 41 Police Department
  - 18 Fire Department

- Fines total: $21,650.00
- Fines paid: $8,900.00
- Fines owed: $12,750.00

(21 gained compliance prior to hearing date)

OTHER PROJECTS

- Annexations of Overlook Gardens - 3 remaining

OUTSIDE THE BUILDING DEPARTMENT

- Maintenance at the Public Service Building & City Hall
- 2nd Floor PD Remodel; Boilers; Elevators; Fire Alarm; HVAC; pigeons & bats in ceiling;
- and tech equipment installation at PSB & City Hall