

# City of Bloomington City Manager's Monthly Report



Cornice molding on the BCPA building

*The Mission of the City of Bloomington is to be financially responsible providing quality basic municipal services at the best value. The City engages residents and partners with others for community benefit.*

## *Upcoming Community Events:*

- *Santa Spaghetti Dinner, December 10, Miller Park Pavilion*
- *Candy Cane Hunt, Miller Park Pavilion, December 10*
- *Celtic Thunder, BCPA, December 15*
- *Glen Miller Orchestra, BCPA, December 17*
- *Zoo Wild Lights, Miller Park Zoo, December 17*

## *Spotlight Department: Finance*

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The City was recently recognized by the Government Finance Officers Association (GFOA) for the 2012 Budget Document with the Distinguished Budget Presentation Award. See page 4 for further details.

## City of Bloomington Elected Officials

Mayor: Steve Stockton

Ward 1 Alderman: Bernard Anderson  
Ward 2 Alderman: David Sage  
Ward 3 Alderman: Mboka Mwilambwe  
Ward 4 Alderman: Judith Stearns  
Ward 5 Alderman: Jennifer McDade  
Ward 6 Alderman: Karen Schmidt  
Ward 7 Alderman: Steven Purcell  
Ward 8 Alderman: Robert Fazzini  
Ward 9 Alderman: Jim Fruin

## City of Bloomington Administration

City Manager: David A. Hales  
Deputy City Manager: Barb Adkins

City Clerk: Tracey Covert  
Corporate Counsel: Todd Greenburg  
Interim Director of Finance: Douglas R. Ellsworth  
Director of Human Resources: Emily Bell  
Director of Information Services: Scott Sprouls  
Director of Parks, Recreation and Cultural: John Kennedy  
Director of Planning & Code Enforcement: Mark Huber  
Director of Public Works: Jim Karch  
Director of Water: Craig Cummings  
Police Chief: Randall McKinley  
Fire Chief: Mike Kimmerling  
Library Director: Georgia Bouda

## Welcome from the City Manager

The City of Bloomington began the practice of producing the City Manager's Monthly Report in 2009 to provide performance information to the Mayor, City Council and the public on City services and programs. The City utilizes performance data to identify efficiencies and potential inefficiencies for the purpose of improving services, responsible budgeting and enhancing transparency in local government. In efforts to best guide City resources toward the betterment of the community, the Bloomington City Council adopted a strategic plan which identifies goals that focus on outcome-based objectives and potential actions for the projected course of five years. The City Manager's Monthly Report reflects the City's progress toward the accomplishment of these goals and current service levels. In this report, you will find the monthly performance data for the departments/divisions that comprise City services. I am proud of the City's efforts toward becoming more performance driven and the direction in which our City is headed. City staff and I will continue to work diligently to increase efficiencies in City services and achieve the goals established by Council as we proudly serve the citizens of Bloomington.

I am proud to present to you the October 2011 City Manager's Monthly Report. I hope that you continue to stay informed on City issues and progress.

Sincerely,



David A. Hales

Bloomington City Manager

The Bloomington City Council meets every 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month at 7:30 p.m. for regular Council Meetings

Bloomington City Hall  
109 East Olive Street  
Bloomington, Illinois  
61704

## Upcoming Council Agenda Items

### December

- 2012 Action Plan Discussion
- Adoption of the 2011 Property Tax Levy
- Adoption of Property Tax Abatement
- Adoption of all 2009 Building Codes except Residential Fire Sprinklers section

### January

- Managed Competition Policy
- Annual Legislators Work Session

## Spotlight Department: Finance

The City of Bloomington was recently honored by the Government Finance Officers Association of the United States and Canada (GFOA), by announcing that the City has received the GFOA's Distinguished Budget Presentation Award for its 2012 budget.

The award represents a significant achievement by the City. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the City had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well the City's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Included in the budget, were a 43 page Strategic Plan which outlines the priorities of the City and gives citizens an idea of what long-term goals and plans are; and a 330 page Capital Improvement Plan that authorizes and provides the basis for control of expenditures in the acquisition of significant City assets and construction of all capital facilities. These two plans, along with the City's Comprehensive Plan, guide both policy and budgetary decisions each budget cycle.



This year marks the first year that the City of Bloomington has successfully applied for the award. The budget was reviewed by three randomly-selected independent reviewers from a cadre of GFOA qualified professionals. Those who reviewed the budget stated that it was "Outstanding." "A great overview of the City's fund structure." "This document does a good job presenting budget highlights." And "Departmental goals are well thought out!" City staff worked very hard to provide such a valued policy document to Bloomington which will guide the budgeting process for many years to come. The City would like to commend all of those involved with the budget document formation process.

Staff members dedicated to the creation of the City's Budget Document includes:

**David A. Hales**, City Manager  
**Barb Adkins**, Assistant City Manager  
**Tim Ervin**, Finance Director (now Performance Auditor)  
**Chris Tomerlin**, Budget Analyst

And special thanks to all of the Department Heads that contributed a significant amount of time and resources on the successful completion of the budget document as well.

## Executive Summary

### Administration

- Administration welcomes Tim Ervin (former Finance Director for the City) as the new Performance Auditor. This recently created position will serve as the catalyst for the City's managed competition initiative and work under the guidance of the City Manager and Deputy City Manager to identify ways to improve organizational performance. The Performance Auditor will develop research goals, analyze relevant data, consult with appropriate parties and perform other background research to identify means of increasing organizational efficiency, controlling costs, improving internal and external communication, following best practices and helping to ensure that the City is in compliance with local ordinances, state and federal laws and regulations.
- The City is currently accepting applications for the position of Finance Director. The position will remain open until filled. Details are available on the City's website at [www.cityblm.org](http://www.cityblm.org).

### Police Department

- The following activity was generated by the division in October: \$4,090 in tow fees; \$3,000 in ordinance violations; 16 warrant arrests were made; 22 non-warrant arrests were made. Drugs seized include 99.7 grams of cannabis; 4.4 grams of crack cocaine. Street Crimes Unit (SCU) was actively involved in 398 calls for service, representing both self-initiated and dispatched calls.
- Many citations were issued during daily traffic enforcement at North Point School during the first shift. Approximately 70 citations were issued for speeding, cell phone use in a school zone and disobeying a traffic control device during periodic traffic enforcement at Oakland School, Bent School, Washington School, Sheridan School, and Stevenson School.

### Fire Department

- The Department has started an initiative to Pre-Plan as many of the commercial structures, apartments, and Churches as possible. Pre-Fire Planning is an important function of proactive fire response. It is identified by National Fire Protection Agency (NFPA) as a function of the Fire Department and Insurance Service Organization (ISO) gives credit on their rating system for pre-fire planning. This initiative will take several years to complete the plans for all of these structures but when it is complete, it will provide City firefighters with information such as location of standpipes, fire control systems, and other useful information needed to provide effective service to customers. This information is being put into electronic form so that when the Fire Department receives a call for service, the information is displayed on a computer in the cab of the vehicle.

- The Department responded to 175 calls of which 12 were confirmed structure fires. The 175 calls comprised 20% of the volume for the month. The two structure fire incidents resulted in a dollar loss estimated at \$64,751.00.

## **Public Works**

- The City has obtained signed contracts for all necessary temporary easements and permanent R.O.W. for the Lafayette Street project. Lafayette Street will be reconstructed as a 3 lane city street with a center two way left turn lane and sidewalk on the north side. Legal is facilitating the closing with the land owners to obtain signed deed, make payments, and file the documents with the County Recorder office. Engineering is checking on the status of the closings. Construction plans are currently in a state of Pre-Final (95% completion). IDOT has completed their review of the plans and has delivered comments to Foth. Engineering is currently working on a final review of the plans. It would be expected that the project could be bid in late winter to early spring for construction start early in the 2012 construction season.

## **Water Department**

- Rick Twait, Water Purification Superintendent, negotiated a new three year contract for the off-site reactivation of our Granular Activated Carbon (GAC). This will lead to considerable savings over the next three years. Looking at the revised contract and using our experience with the annual change-out of GAC, we should save about \$5,300 month or over \$60,000 per year.
- Pumped an average of around 10.2 million gallons per day (MGD) in October with a peak day of 11.7 MGD on October 4, 2011. The October average for 2011 can be compared to the average daily pumpage during October 2010 of 11.6 MGD, 9.6 MGD in 2009 and 10.6 MGD in 2008.

## **Parks, Recreation & Cultural Arts**

- As we continue to look for ways to reduce our expenses, we were excited to be able to secure a large savings this month as the courses update our radio system. Due to FCC regulation changes, we were forced with the task of updating our radio repeaters which allow our staff to communicate between themselves and the golf course irrigation system. Through some extra leg work Den greens keeper, Rob Oliver, was able to save the operation over \$3,300 per repeater. Eventually we anticipate savings of nearly \$10,000.
- City Council heard a presentation on the BCPA and its' subsidy level. Discussion was held and staff will work to bring recommendations for addressing the subsidy during FY 2013 budget preparation. City Council approved a two-year lease extension for the Community Gardens at the corner of Hershey and Ireland Grove roads. Council also approved the purchase of a Ford F250 pickup truck to be utilized by the forestry crews in Park Maintenance.
- Staff worked very hard to clean up the parks, plant beds and leaves before the arrival of winter. Staff completed all aeration of City of Bloomington parks and athletic fields. All parks were mowed for the final time in October and leaf pick up began. Right-of-way mowing was also completed. All irrigation systems were winterized and blown out and back flow preventers were removed. Plant bed maintenance continued as all beds were cleaned and annuals were removed. The City Hall entrance was re-landscaped with new edging, plants and grasses.

- October 9th was our Fall Festival free family event held in Miller Park. Many of the 1,200 who attended enjoyed hayrack rides, bounce houses, entertainment, games and refreshments.
- Work has begun in preparation of the first master plan workshop with consultants that will take place in Mid-November. The Master Plan is expected to cost \$123,780 (\$110,280 plus \$13,500 maximum for reimbursables) of which the City is responsible \$10,000 from the zoo budget. The rest of the cost will be covered by the Miller Park Zoological Society.

## Planning & Code Enforcement

- Overall construction activity in the City continues to be sluggish with all year-to-date indicators continuing their downward trends from 2010. However, on a month-to-month basis October, 2011 showed a great improvement over October of last year. New home starts, construction value and permit fees were up considerably. While the year to date numbers are still behind last year's numbers the numbers have been improving over the last few months.

### Construction Projects \$1,000,000 or Higher

<u>Building/Project Description</u>	<u>Address</u>	<u>Value</u>
Walgreen's	2601 East Oakland Avenue	<b>\$1,500,000.00</b>
BMW of Bloomington	1604 Commerce Parkway	<b>\$1,500,000.00</b>

## Information Services

- Through September and October, staff tested the initial camera placement, video management software and wireless network. Network configuration changes were identified with the original wireless provider. These changes allowed reasonably good performance for video transmission and archive across the network. After a sufficient testing period with the first wireless provider, it was removed and the second provider's equipment was installed. Staff is currently working with this provider to configure their network for optimal performance. Once this is accomplished, comparisons will be made between network providers to determine performance differences. Staff also tested the interface of the initial video management system. Police department staff has been involved in this demonstration. Although major features are similar between different video management systems, overall performance and ease of use may be different. There are now five cameras located at the intersections of Main/Mulberry, Main/Market and Main/Monroe. Staff is testing camera performance to determine the type and amount of cameras needed for best overall performance.
- Initial website graphic designs have been received. Vision Internet delivered two options for the City of Bloomington main web site and one for the Bloomington Center for the Performing Arts web site. The City staff project team is working with Vision Internet to make some initial changes to the design. These designs will be presented to the Council communications working group for feedback and further design change ideas.

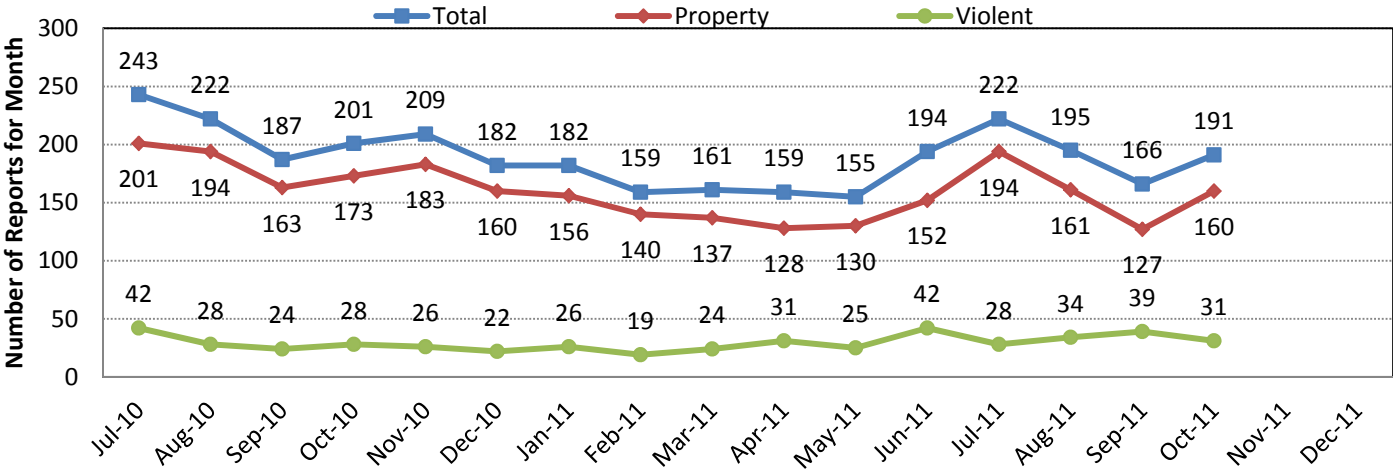


# Police Department

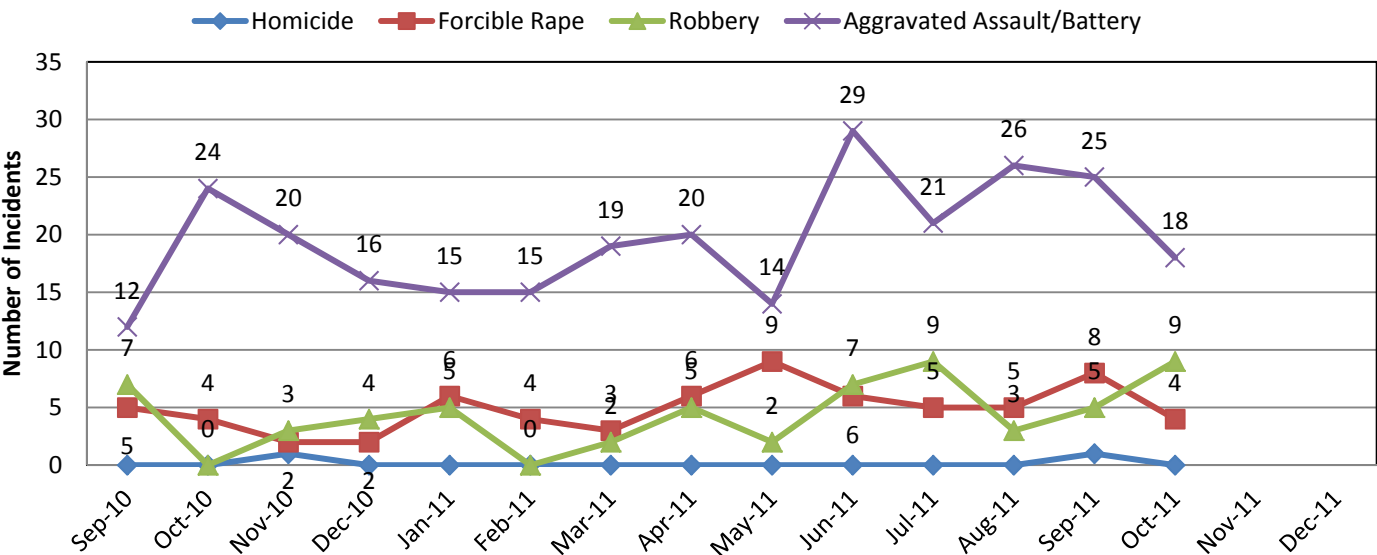
## Administration

Public Affairs Officer White attended Alcohol Prevention meeting with ISU students, Tracy Drive Neighborhood Watch, Downtown Traffic Committee, STAC meeting, printed State Farm agents, held a bank robbery class, completed several tours, and represented the PD at Eastland Mall for Halloween.

**Property and Violent Uniform Crime Reports by Month Since July 2010**

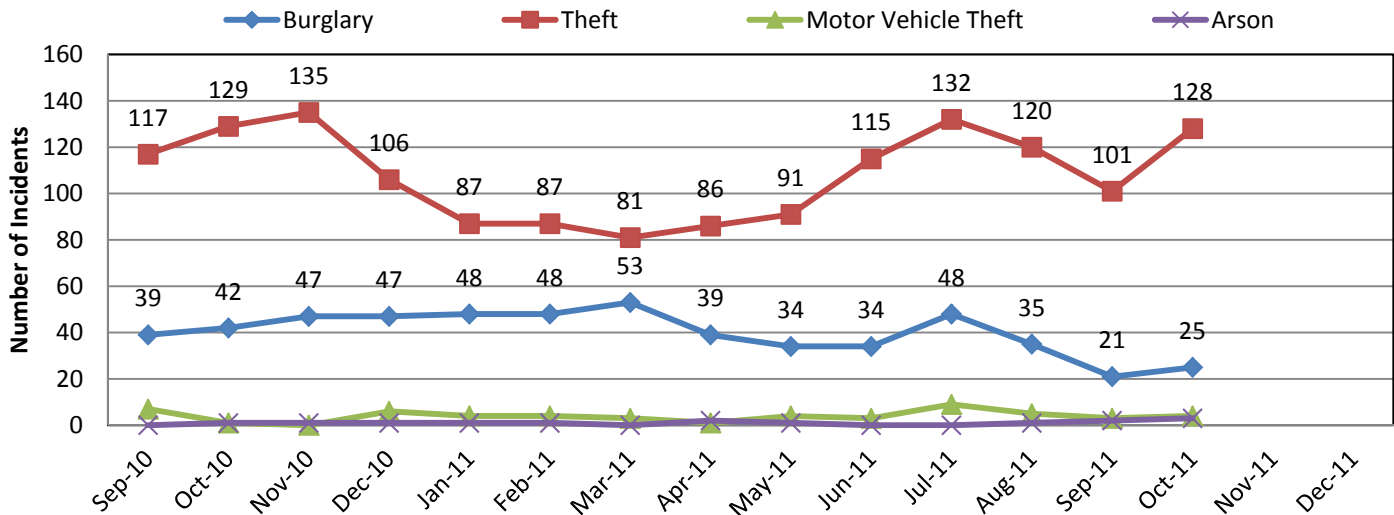


**Violent Crime by Categories: Since September 2010**





### Property Crime by Categories: Since September 2010



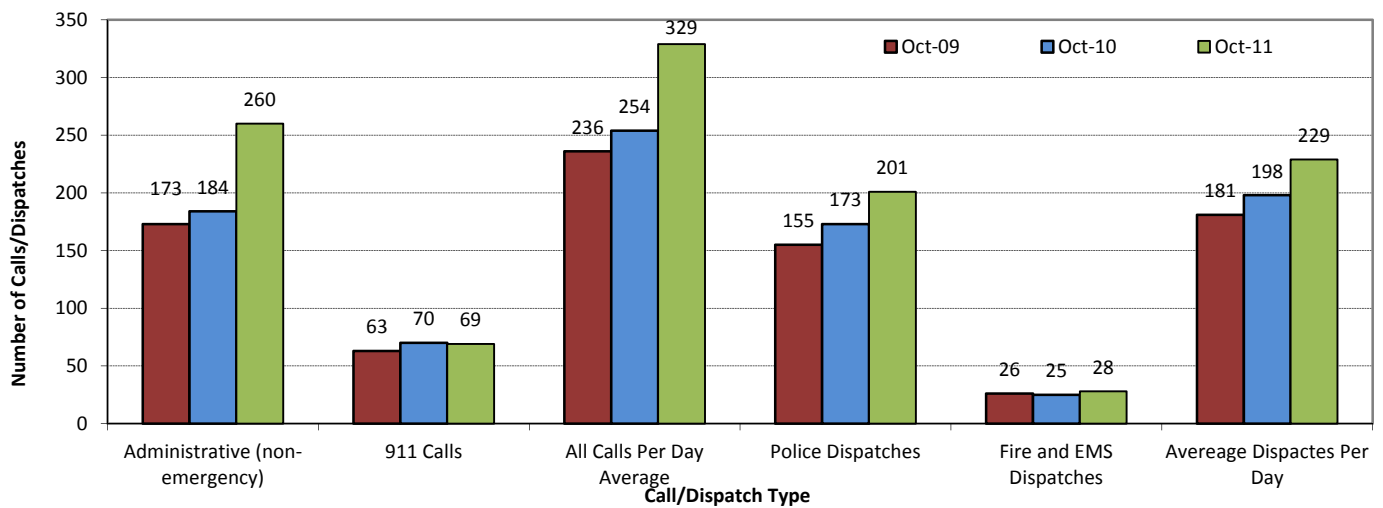
### Communications

#### Ring Time Ranges (9-1-1 Incoming) – State mandate is 90% answered within 10 seconds

0 to 3 Seconds	4 to 6 Seconds	7 to 9 Seconds	10 to 12 seconds	% of total calls answered within 10 Seconds
74.80%	23.30%	1.30%	0.20%	<b>99.40%</b>

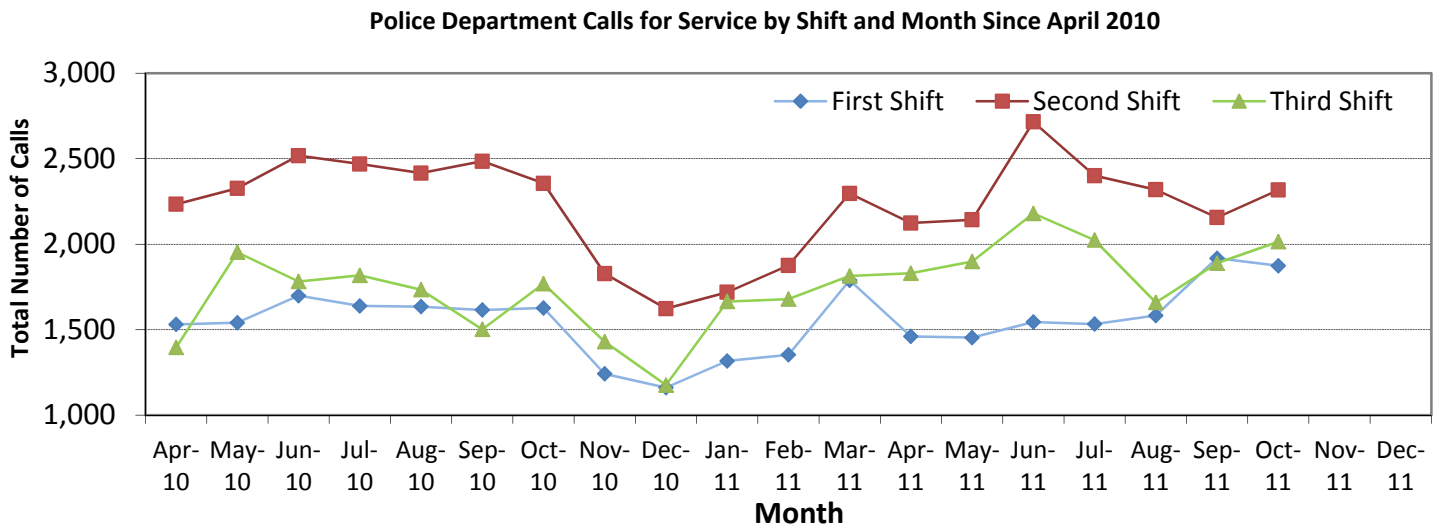
Two full-time telecommunicators were hired the first week of October bringing us to our fully authorized staffing of 16 full-time employees. Two telecommunicators attended the 17<sup>th</sup> Annual Illinois 911 Conference in Springfield. The SQL database was upgraded on the live and test Computer Aided Dispatch system. The upgrade went well and is in preparation for a later software update.

#### Communication Center Daily Call Averages: October 2010 - October 2011



**First Shift (7 A.M. – 3 P.M.)**

Many citations were issued during daily traffic enforcement at North Point School during the morning. Approximately 70 citations were issued for speeding, cell phone use in a school zone and disobeying a traffic control device during periodic traffic enforcement at Oakland School, Bent School, Washington School, Sheridan School, and Stevenson School.



**Second Shift (3 P.M. – 11 P.M.)**

October brought joint training for Special Weapons and Tactics (SWAT) and Crisis Negotiation Unit (CNU) with multiple agencies participating. State Farm Security organized the training to provide unknown scenarios for responding agencies. Two new hires spent time training on shift. Second shift continues to have multiple juvenile related calls concerning fights and armed subjects. In mid October, Officer Jones did a knock and talk in Holton Homes and recovered approximately 1.6 pounds of cannabis.

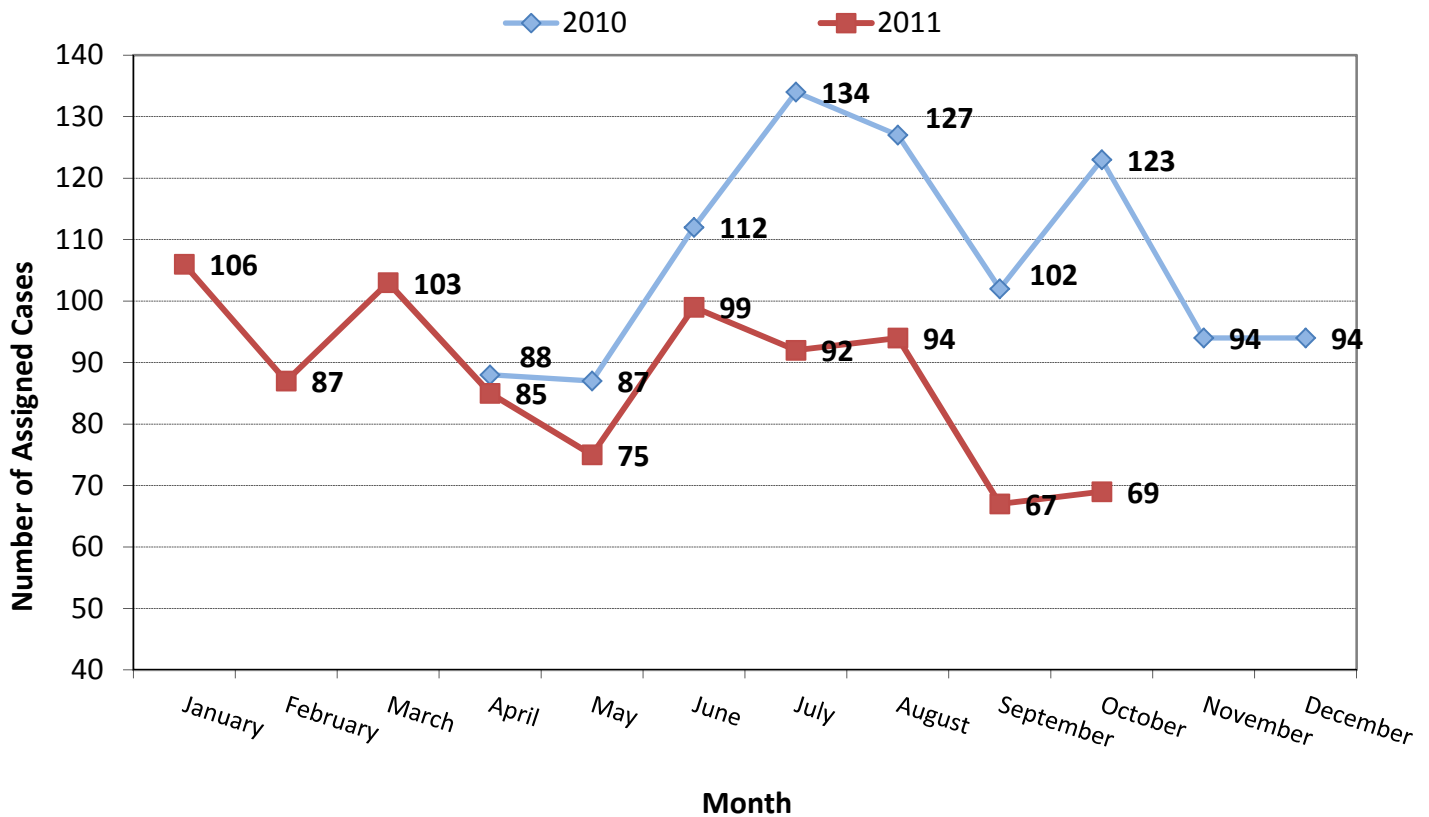
**Third Shift (11 P.M. – 7 A.M.)**

There was a non life-threatening stabbing on October 10. Three armed robberies occurred during October on 3<sup>rd</sup> shift and appear to be the same suspect. Two business burglaries also occurred on 3<sup>rd</sup> shift in October.

**Criminal Investigation Division (CID)**

CID assigned 69 cases to be investigated in October; 13 were cleared by arrest; 56.5% remain pending; and 17.4% were administratively cleared. Other cases were cleared by exception or unfounded. Detectives currently have 39 cases assigned to them for investigation. 109 domestic violence cases were reviewed by CID, a decrease of 12 cases from September. A single arrest was made in a number of related armed robberies with the suspect charged with six counts of armed robbery and eight counts of aggravated robbery.

### Criminal Investigation Division Assigned Cases Since April 2010



### Crime Intelligence and Analysis Unit (CIAU)

During the month of October, CIAU continued to work with Computer Services to create new electronic forms used in the collection of traffic stop data. This project is the result of changes going into effect in 2012 regarding the Illinois Traffic Stop Study. CIAU also provided investigative support to detectives working a homicide and continued working with the Administrative Lieutenant and Computer Services to work through the logistics of the downtown camera project.

### Cyber Crimes

The Cyber Crimes unit continued to operate under the United States Secret Service in October. The Unit handled six child pornography cases, conducted ten cell phone examinations, and assisted a Federal Agency with an additional cybercrime investigation.

### STREET CRIMES UNIT (SCU)

The following activity was generated by the division in October: \$4,090 in tow fees; \$3,000 in ordinance violations; 16 warrant arrests were made; 22 non-warrant arrests were made. Drugs seized include 99.7 grams of cannabis; 4.4 grams of crack cocaine. SCU was actively involved in 398 calls for service, representing both self-initiated and dispatched calls.

**\*\*Police Department Appendix Continues on Page 51.**

## Fire Department

### Fire Suppression

#### Top 5 Fire Response Types for October 2011

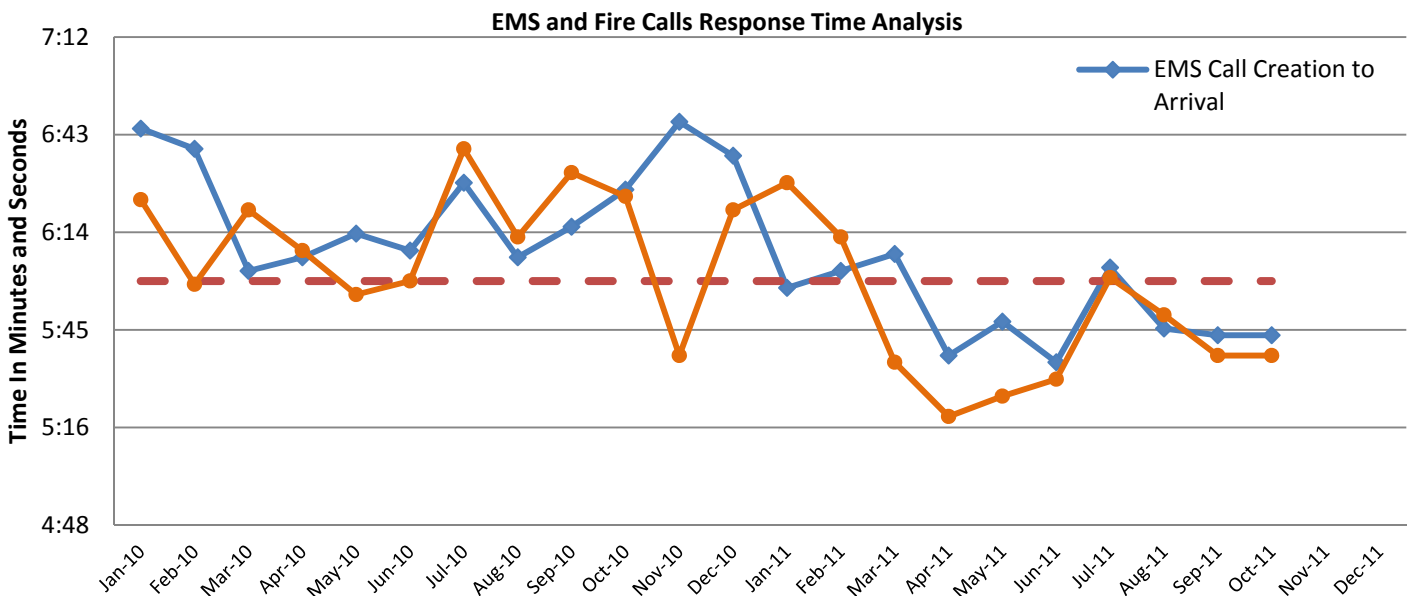
Rank	Response Type
1.)	745: Alarm system activation, no fire - unintentional
2.)	611: Dispatched & cancelled en route
3.)	743: Smoke detector activation, no fire - unintentional
4.)	700: False alarm or false call, Other
5.)	600: Good intent call, Other

#### Fire Response Data: October 2011

Fire Response Type	Previous 12 Month Average	October of 2011
Fire Responses	152	175
Structural Fires	9	12
Estimated Dollar Losses (Property & Contents)	\$365,336	\$64,751

During October, the Department responded to 175 calls of which 12 were confirmed structure fires. The 175 calls comprised 20% of the volume for the month. The two structure fire incidents resulted in a dollar loss estimated at \$64,751.00.

Average response time from time of call to arrival for Fire Suppression emergency calls was within the 6 minute benchmark at 5:29 during October.



## Training Summary

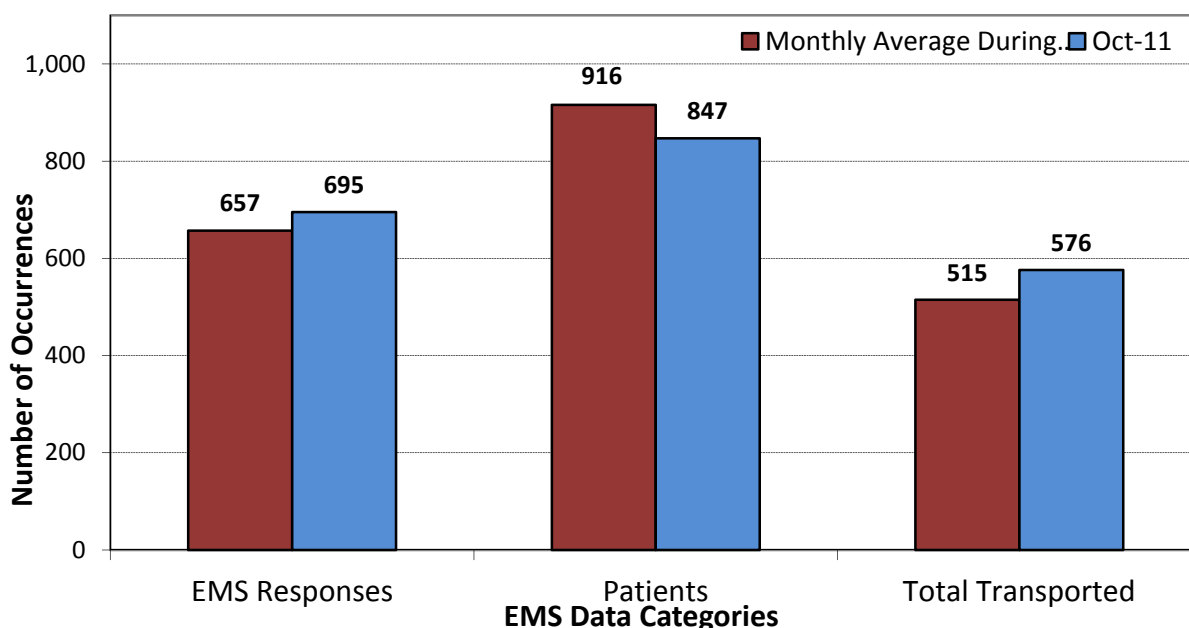
Self-Contained Breathing Apparatus (SCBA) and Forcible Entry were the formal monthly training programs for October.

## Emergency Medical Services (EMS)

### Activity Summary

EMS responses for October totaled 695. This represents 80% of the monthly call volume. From these responses the Department provided aid to 847 patients. The three leading EMS response types during October were Sick Person, Breathing Difficulty and Falls.

**EMS Responses: October 2011 and Previous 12 Month Average**



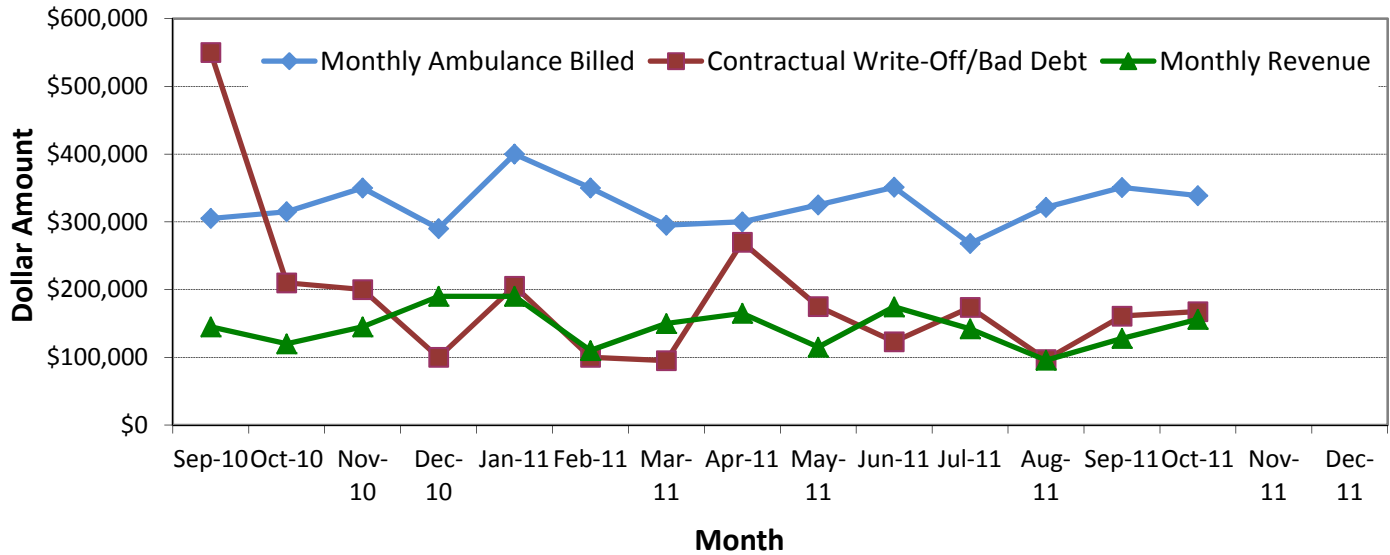
## Training Summary

The formal training programs for October in EMS were Medical Emergencies and Mass Casualty Incidents (MCI).

## Billing Revenue Summary

Ambulance billing contains three areas, Revenue, Charges, and Contractual-Write offs. Revenue is the actual amount received by the City for the month. Charges are the total amount billed for the month. Contractual-Write offs consist of the portion of the charges not received as a result of either Federal or State carriers (Medicare and Medicaid) not allowing for EMS services, or write offs for financial hardship, bad debt accounts not collected (these are passed to a third party debt collection agency), bankruptcies, etc. The October total for revenue was \$156, 136. The total October billing charges were \$338, 737. The Contractual-Write offs total for October was \$112, 142. Bad Debt transferred to third party collections was \$55, 287.

**Fire Department EMS Billing: Since August 2010**



**Aircraft Rescue and Firefighting (ARFF)**

**Activity Summary**

Two responses this month, one to assist on a medical emergency involving a fall and one for an automatic alarm in a Hangar on Airport property. No problem on arrival.

**Training Summary**

The ARFF Training subject for October was Using Structural Equipment for ARFF.

**Hazardous Materials**

**Training Summary**

The formal training program for October was Recognition and Identification.

**Department Activities for October**

Hands on Auto Extrication training on heavy vehicles (Bus/Semi-Tractor) was conducted for personnel. Fire Pump Operations training for all personnel

**\*\*Fire Department Appendix Continues on Page 53.**

## Public Works Department

### Engineering Division

City of Bloomington Projects	Status
Street & Alley Repair, 2011-12	In Construction (95% Complete)
General Resurfacing, 2011-12	In Construction (95% Complete)
Tanner St Reconstruction	In Construction (60% Complete)
Morris Ave Reconstruction, Fox Hill to Fire Station	In Design ( 40% Complete)
2011 Maintenance Contracts (Street, Utility, Grading, Traffic Signals)	In Construction (25% Complete)
Regency Pump Station Improvement	In Design ( 90% Complete)
Eagle Crest East Pump Station Improvements	In Design ( 10% Complete)
Locust Colton CSO Elimination, Phase 1	Awarded
Lafayette St Reconstruction, Maple to Morrissey	In Design ( 95% Complete)
Sump Pump Drain Line 2010-11	In Construction (80% Complete)
Hamilton Rd Reconstruction, Timberlake to Main	Punch List Items
Constitution Trail - Grove to Croxton	Punch List Items
50/50 Sidewalks & Handicap Ramps 2011-12	In Construction ( 65% Complete)
2011 Detention Basin Improvements	In Design ( 10% Complete)
Hershey Road: Hamilton Road to 750' South	In Design ( 0% Complete)

Private Development Projects	Status
Commercial Site Plans	6 Plan Sets Reviewed
Grove Subdivision, 3 <sup>rd</sup> Addition	Punch List Items
Grove Subdivision, 2 <sup>nd</sup> Addition	Punch List Items
Cedar Ridge Elementary School	Punch List Items
Benjamin Elementary School	Completed
George Evans Middle School	Punch List Items
Cedar Ridge Subdivision	Punch List Items
Wingover Apartments	In Construction ( 99% Complete)
Morrissey Drive Trunk Sewer (Unit 5 Schools)	Punch List Items
Harvest Pointe – Phase II	Punch List Items
Links at Ireland Grove	Punch List Items
Loeseke Sanitary Sewer	Punch List Items
Morrissey Dr (US 150) at Evans Jr High School Signal	Punch List Items
Kickapoo Creek Stream Restoration, Phase III	In Construction (90% Complete)
Hamilton Road: Brookridge Apts Entrance to 1200' East	In Construction (0% Complete)

Village of Downs Projects	Status
Kickapoo Trunk Sewer, Pump Station & Force Main	In Construction (95% Complete)

IL Department of Transportation Projects	Status
Veterans Pkwy/Morris Ave/Six Points Rd/Greenwood Ave	In Construction (30% Complete)



## **Street & Alley Repair**

This annual project involves minor repairs to City streets and provides for milling/resurfacing of City alleys.

## **Tanner Street Reconstruction**

Tanner Street will be reconstructed from a new round-a-bout at Lake Drive to line up with Butchers Lane at Morris Avenue.

## **Locust Colton CSO Elimination – Phase 1**

This is the start of a multi-year and multi-phase project to separate combined sewers leading to the CSO - Combined Sewer Overflow at Locust Street and at Colton Avenue.

## **Lafayette St. Reconstruction from Maple to Morrissey**

Lafayette Street will be reconstructed as a 3 lane city street with a center two way left turn lane and sidewalk on the north side.

The City has obtained signed contracts for all necessary temporary easements and permanent R.O.W. for the Lafayette Street project. Legal is facilitating the closing with the land owners to obtain signed deed, make payments, and file the documents with the County Recorder office. Engineering is checking on the status of the closings.

Construction plans are currently in a state of Pre-Final (95% completion). IDOT has completed their review of the plans and has delivered comments to Foth. Engineering is currently working on a final review of the plans.

It would be expected that the project could be bid in late winter to early spring for construction start early in the 2012 construction season.

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### **Engineering Department Tasks Completed: October 2011**

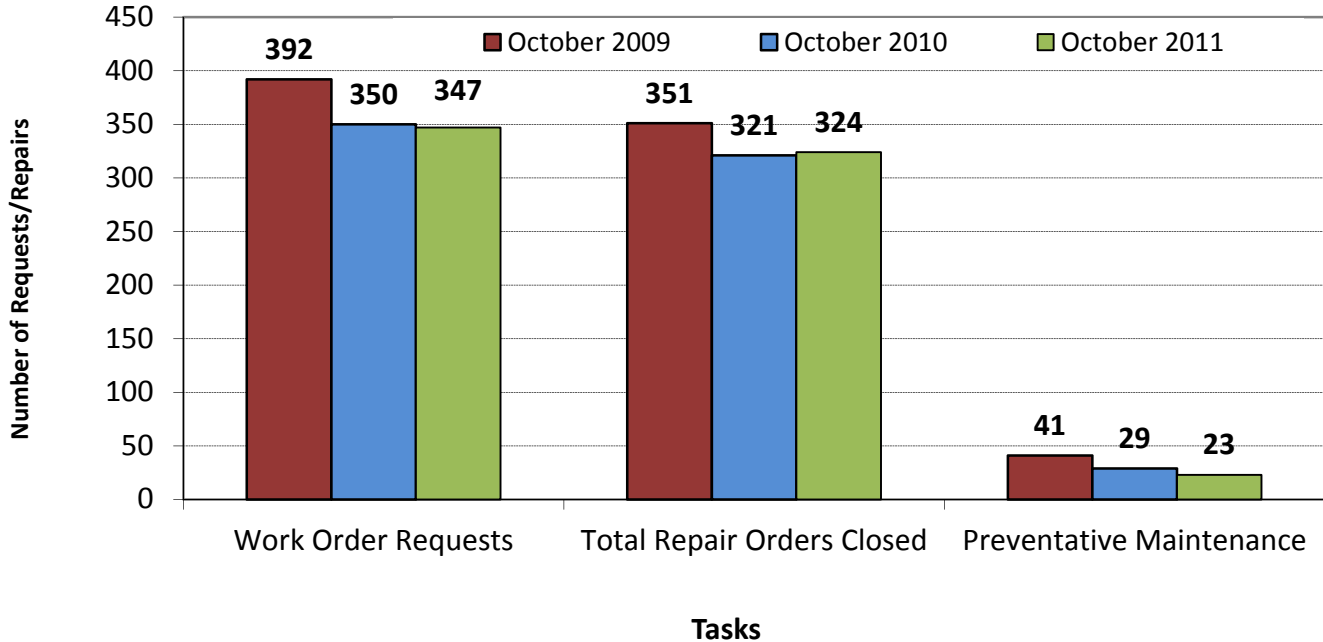
<b>Permits</b>	
October 2011 Curb Cuts	16 Permits Issued (Value \$560)
October 2011 Erosion Control	23 Permits Issued (Value \$845)
October 2011 Excavation	39 Permits Issued (Value \$9906)
October 2011 Water Meter Fees	Value = \$8225
October 2011 Street Cut Deposits	Value = \$0
October 2011 Water & Sewer Side Taps	Value = \$351
October 2011 Dumpsters & Traffic Control	6 Permits Issued (Value \$175)
October 2011 Overweight Loads	15 Permits Issued (Value \$1160)
<b>Customer Service Calls</b>	
October 2011 Call Center	992 inbound calls
October 2011 Public Works Office	56 in-person assistance contacts
<b>Erosion Control/Complaints Inspection Report</b>	
New/Maintenance Erosion/Storm Water Management Inspections	138
Erosion/Storm Water Management Complaints	7
Inspection & Complaint Files Closed	26

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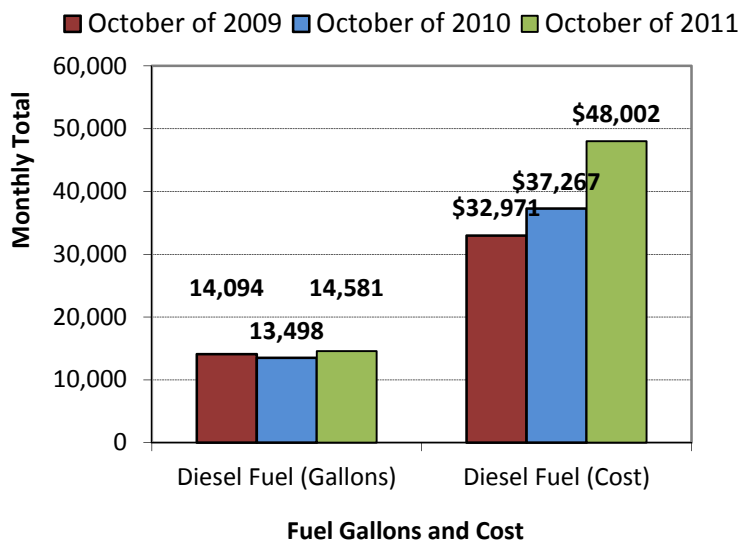
## Fleet Services

Fleet realized an approximate \$10,735 increase in fuel costs compared to the prior fiscal year month of October due to higher costs of fuel. The average fuel cost in October, 2011 was approximately 64 cents more costly than the prior year at this time.

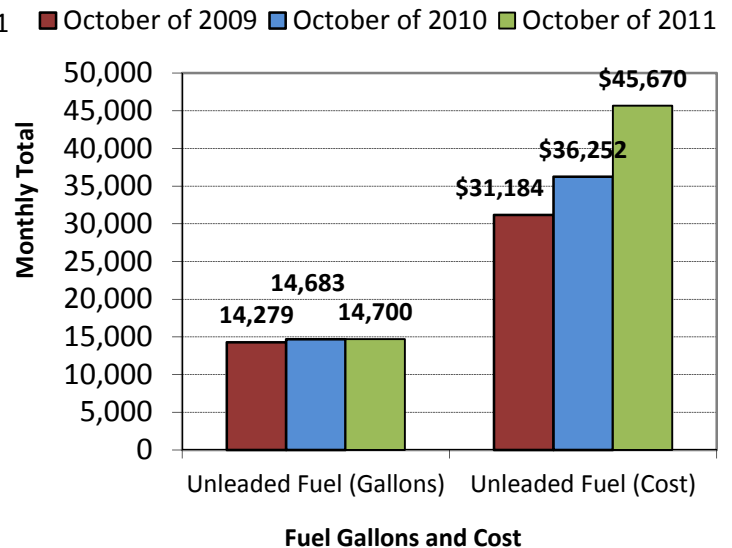
Fleet Management Equipment Repair & Maintenance: October 2009 - 2011



City Diesel Fuel Consumption: October 2009 - 2011



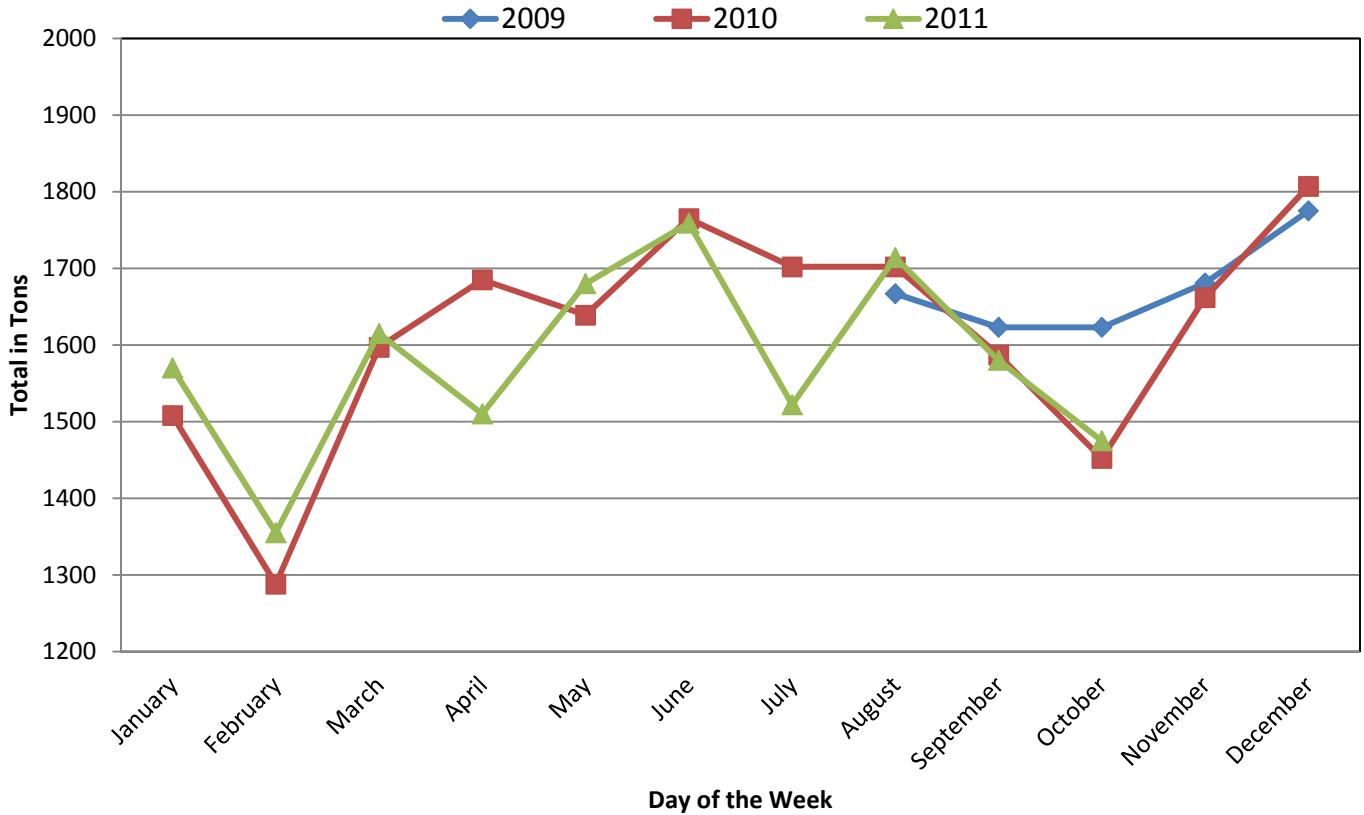
City Unleaded Fuel Consumption: October 2009 - 2011



**Waste Management**

Approximately 25,500 residences are serviced weekly and an average of 27.61 pounds of household garbage was picked up each week at these locations. A total of 1,475 tons or approximately 2.95 million pounds of household waste was collected in October as well as 796,000 pounds of bulk and 238 truckloads of brush. From October 11<sup>th</sup> to October 31<sup>st</sup> we picked up 1700 yards of leaves Citywide.

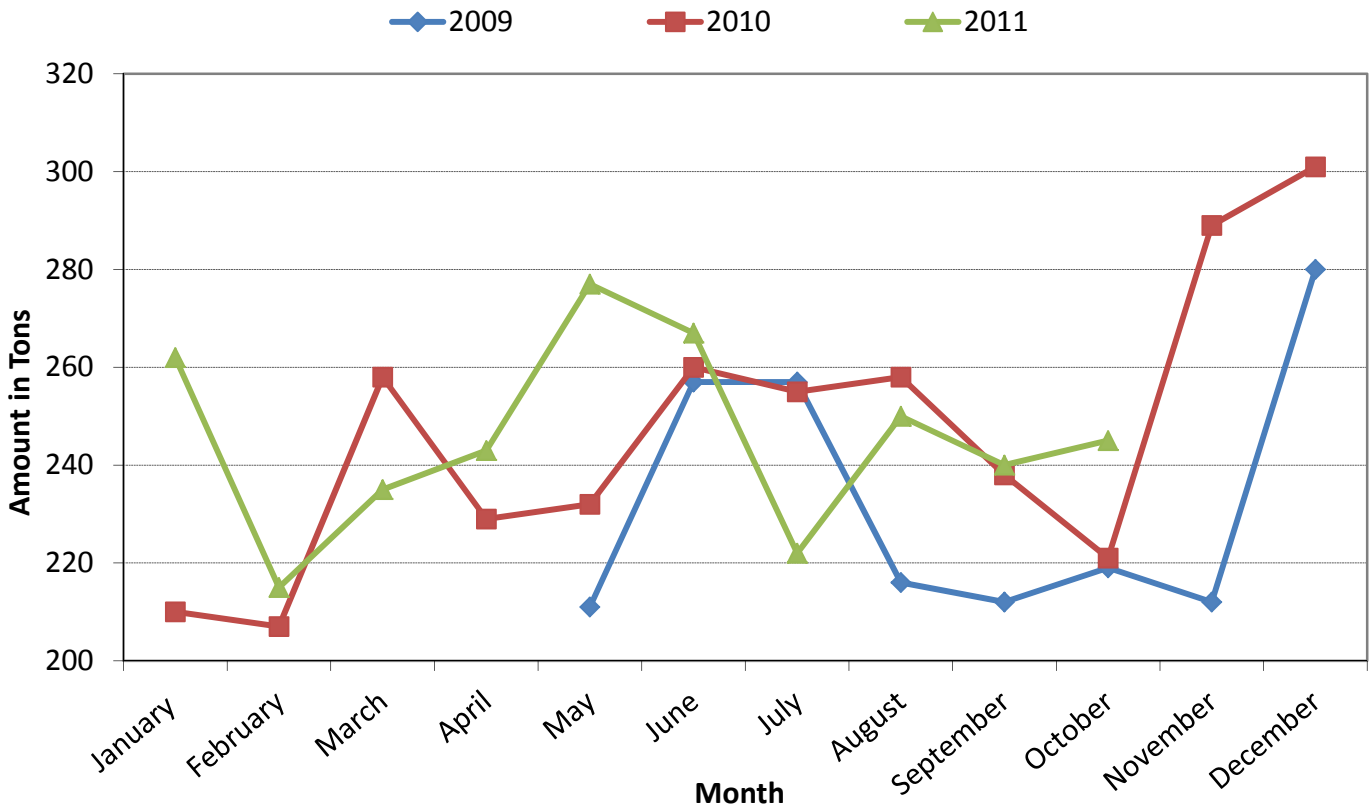
**Household Waste Collected by Month Since October 2009 In Tons**



**Recycle**

In the month of September, 2011 with Henson recycle we hauled 240 tons. The revenue from September was \$15,014 = \$62.55 per ton. In the month of October, 2011 with Midwest recycle we hauled 244.94 tons. The revenue from this was \$15,037 – \$61.39 per ton. The difference was \$1.16 per ton less however, the recycle stayed local and we helped with local jobs.

### Recyclables Collected In Tons by Month: Since October 2009



### Streets & Sewers

Working both day and night shifts, 540 miles of streets were swept.

Work Type	Jobs Completed
Cold Mix	14
Inlet Lead Repair	1
Inlet Repair	3
Main Repair	1
Pavement Repair	2
Perm Patch	3
Service Repair	1
Water	7
<b>Total</b>	<b>32</b>



**\*\*Public Works Department Appendix Continues on Page 55.**

# Water Department

## Reservoir Conditions

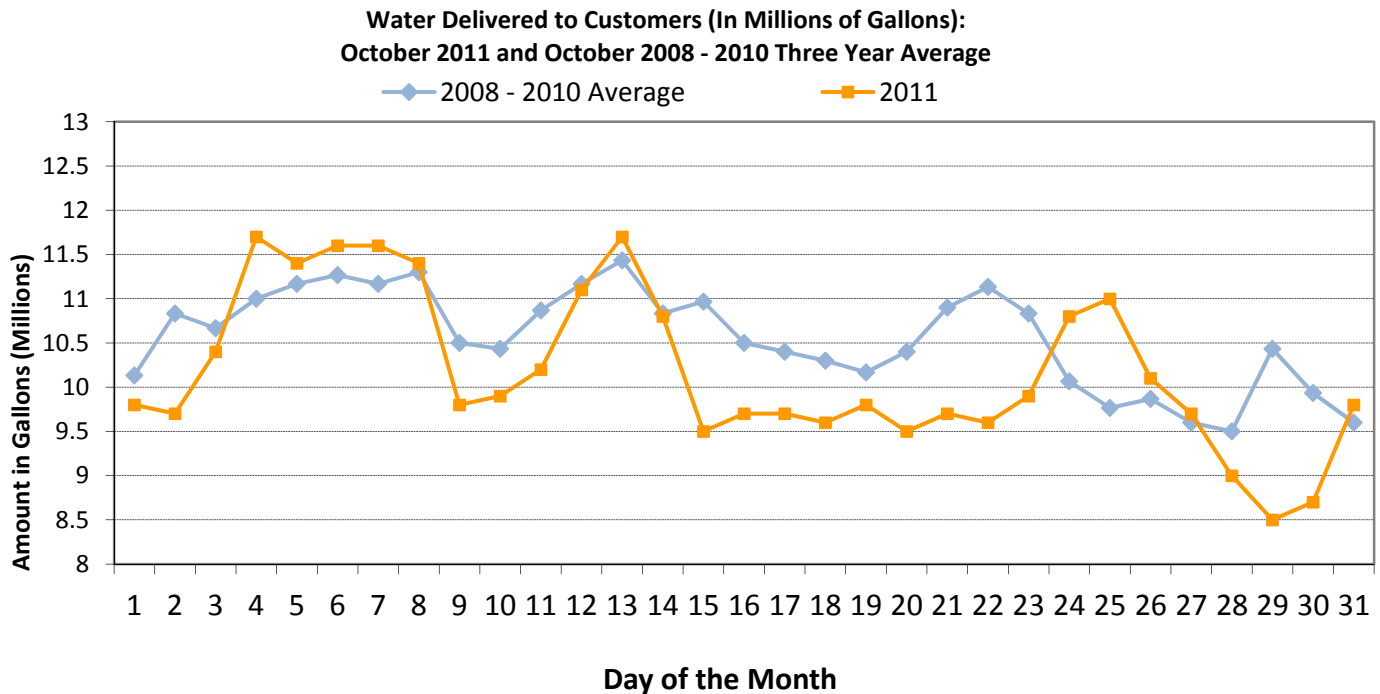
By the end of the October, the area to the south/west/southwest of our watersheds that had been experiencing a moderate drought had decreased in size. Most of McLean County is now out of this drought area. The City of Decatur has been more severely impacted and remains on mandatory water restrictions.

With the month having little precipitation, the Lake Bloomington and Evergreen Lake reservoirs are both below their respective spillways. We are pumping from the Lake Bloomington reservoir and it is about two and a half feet below the spillway. The Evergreen Lake reservoir is about two and a half feet below its spillway. From a water supply standpoint at this time of year, our position is excellent.

This is the time of year that the nitrate content of the raw water supply in the reservoirs is low but could increase rapidly as anhydrous ammonia is applied to some farm fields after the harvest. Anhydrous ammonia is the precursor of nitrates. This always bears careful monitoring. As of the end of the month, the nitrate levels were around 3 mg/l (10 mg/l being the Maximum Contaminant Level regulated by the EPA) from the Evergreen Lake and Lake Bloomington Reservoirs.

## Pumpage

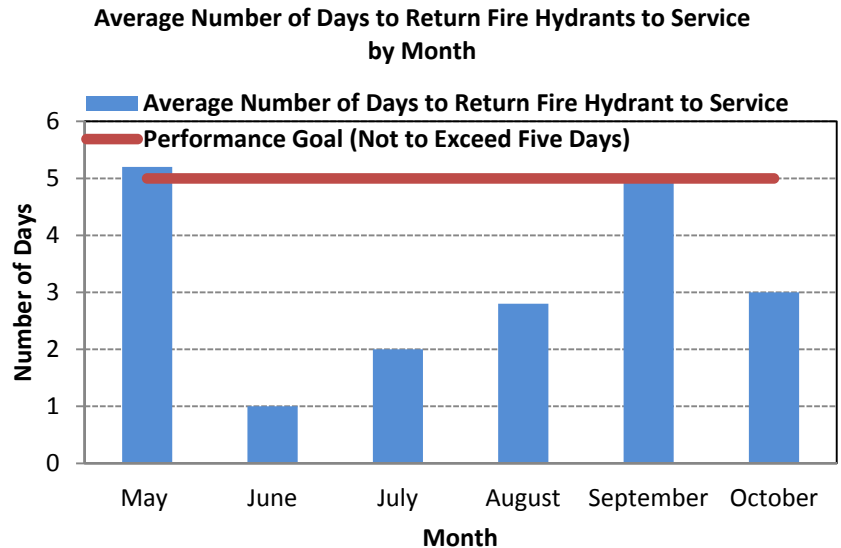
We pumped an average of around 10.2 million gallons per day (MGD) in October with a peak day of 11.7 MGD on October 4, 2011. The October average for 2011 can be compared to the average daily pumpage during October 2010 of 11.6 MGD, 9.6 MGD in 2009 and 10.6 MGD in 2008.



## Infrastructure

The Morris Avenue/Veterans Parkway reconstruction project was started in March of this year with some electric and gas utility relocations. The Water Department had budgeted \$750,000 total for this project. The portion that the Water Department must fund is about \$603,000. Stark Excavating, the successful bidder, connected the existing customers to this new water main during the month. The section installed in October was the main along the new alignment of Springfield Road to Six Points Road. Also, the water main feeding the Goose Creek Apartment complex was realigned and replaced at a shallower depth as a change order to this project. (Relates to: Strategic Plan Goal #2 – Upgrade City Infrastructure and Facilities, Objective #5- Investing in the City’s future through a realistic, funded capital improvement program.)

In October we have continued working on fire hydrants with problems. For the month, we serviced 29 hydrants. We also replaced 9 hydrants during the month. This brings the fiscal year total to 199 hydrants serviced and 52 hydrants that have been replaced. As of the end of October, we have no hydrants out of service as a result of our annual hydrant testing that we are working to repair/replace. (Relates to: Strategic Plan Goal #2 – Upgrade City Infrastructure and Facilities, Objective #5- Investing in the City’s future through a realistic, funded capital improvement program.)



The 52 replacement hydrants have been funded through our Operations and Maintenance account. Any hydrants that are part of water main replacement projects will be funded from a capital account. With the hydrants funded by the O & M account, we have spent approximately \$182,000 on their installation at approximately \$3,500 per hydrant. The budget line item for hydrants is \$75,000 in the FY12 budget. We have made adjustments in other accounts to cover the hydrant account.

During October, 3 fire hydrants were called out service by the Fire Department. The overall fiscal year average for the time it takes to return a fire hydrant back to service after it has been called out of service stands at 3.7 days. Our performance measure for FY 2012 is a return-to-service time of not-to-exceed 5.0 days as measured as an annual average.

During October, the 2012 Water/Fire Department collaborative hydrant testing program completed testing on 80 hydrants. The total of hydrants tested this year is about 98% of the total # of fire hydrants. We have about 85 hydrants left to test and those should be finished up in November. (Relates to: Strategic Plan Goal #1 - Financially Sound City Providing Quality Basic Services, Objective #5- Partnering with others for the most cost effective service delivery.)

Our crew tagged a few fire hydrants during the month. These heavy duty metal tags add to the proper identification of the fire hydrants in the field. Currently, all 4,200+ hydrants or 100% of our total hydrants are tagged.

## **Water Treatment Plant (Major Projects)**

The installation of the direct injection carbon dioxide equipment is underway. This project involves the installation of a new access hatch for our sludge blow down pumps as well the installation of the carbon dioxide equipment. The access hatch is nearly complete and the carbon dioxide equipment has been delivered. This project is approximately 25% constructed, although with the delivery and payment for the equipment, we have expended about 70% of the funding for the project. This is a \$500,000 capital project.

The replacement of the lime dust collection system is well underway. The initial cleaning of the lime room was completed in mid-October, the major equipment is on-site and the installation of the overhead door to allow for the more efficient movement of equipment is complete. The temporary lime feed system (built in-house) is completed and is up and running. This will cause some increase in our chemical costs for FY 2012 as we use this more expensive form of lime while our dry system is being renovated. This project is approximately 30% complete at this time. This is a \$250,000 capital project.

The Granular Activated Carbon (GAC) replacement project started in mid- October. Three filters in the old plant have had the GAC removed and it is currently being regenerated before reinstallation. Once it is returned for reinstallation, four filters in the new plant will have the GAC removed for regeneration. This project will take about a total of two months to complete. This is a \$150,000 operations and maintenance project.

The removal of a by-product of our lime softening process, lime sludge, was well under way during the month. Lime sludge is one form of lime that is used to increase the pH of soil. We have a contract with a firm to remove the lime sludge in a thick solution form and spread it on farm ground in the area. This is done each year but depending on the timing of the harvest, the fall weather and the number of acres available for lime sludge application, the amount removed each year can vary quite a bit. The last two years have not been successful removal years and we have been “banking” the lime sludge in our storage lagoons. These are very full at this time so a successful application year is important this year. This project will probably top \$100,000 in costs this fall. Lime sludge removal is an annual operations and maintenance cost.

## **Communications**

The Water Department provided some information to the Pantagraph concerning the local drought conditions and how those conditions were affecting the City’s water supply.

## **Personnel**

The Water Department welcomes Doug Garey back into the Meter Services Division. Doug has been promoted to a Crew Leader position in the Meter Services Division.

A Support Staff employee is out on maternity leave and should return some time after the first of the year.

**\*\*Water Department Appendix Continues on Page 56.**

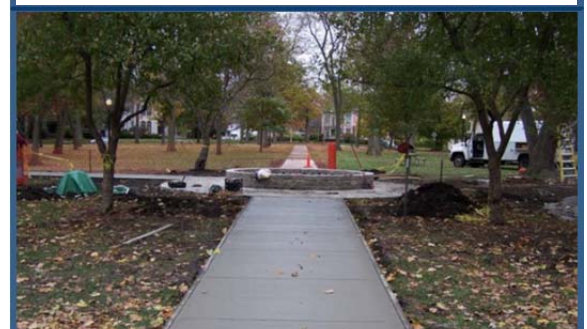


## Parks, Recreation and Cultural Arts Department

October was a busy month for many park projects. Staff completed installing new playground equipment in Eagle Crest Park, 2506 Chesapeake Lane (pictured on top), replacing older playground equipment for a cost of \$54,483. Franklin Park interior sidewalks were replaced with new sidewalk panels, where needed and a new center planter was installed (pictured on bottom). Gaelic Park construction project, contract cost of \$933,752 with Stark Excavating, proceeded with nearly completion of all concrete work, basketball standards/hoops were installed, bocce ball and baggo courts were built, the pedestrian bridge was installed and the majority of the inner park trail system was completed. The project is still on target for substantial completion by the end of this calendar year.



Eagle Crest Playground



Franklin Park's sidewalk and center planter

City Council heard a presentation on the BCPA and its' subsidy level. Discussion was held and staff will work to bring recommendations for addressing the subsidy during FY 2013 budget preparation. City Council approved a two-year lease extension for the Community Gardens at the corner of Hershey and Ireland Grove roads. Council also approved the purchase of a Ford F250 pickup truck to be utilized by the forestry crews in Park Maintenance.

October admission revenue at Miller Park Zoo was this highest amount of admission revenue for an October since the Zoo began keeping records. October 9th was our Fall Festival free family event held in Miller Park. Many of the 1,200 who attended enjoyed hayrack rides, bounce houses, entertainment, games and refreshments. Free admission to the Zoo was also included on this warm fall day. The third weekend in October saw Prairie Vista and The Den golf courses host the Illinois High School Association (IHSA) Golf State Finals once again. Prairie Vista has hosted the Class A (small schools) every year since 1993, while The Den has hosted the largest schools event every year since 1998. This event brings thousands of out-of-town visitors into our community and our length of hosting speaks volumes to the quality of our golf courses and community.

Additional highlights from October:

- S.O.A.R. Special Olympics had two qualifiers for the state bowling tournament.
- Offered the Zoo Curator position. New employee to begin in mid-November.
- Growth was seen in all fall After School sports programs.

FY 2012 is now 42% complete as of September 30, 2011. (Latest figures available)

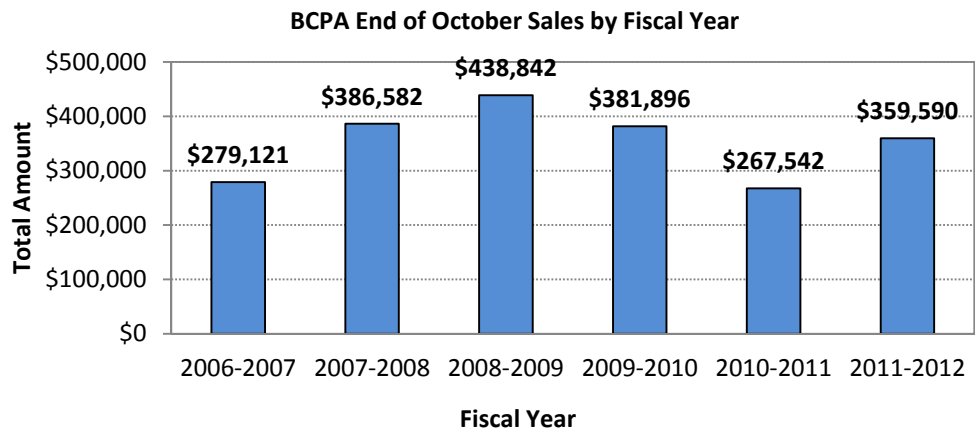
	<b>Revenues to Budget</b>	<b>Expenses to Budget</b>	<b>Revenues : Expense</b>
<b>September 2011*</b>	51% (59%)	43% (47%)	68% (62%)
<b>September 2010*</b>	52% (62%)	39% (41%)	80% (77%)
<b>September 2009*</b>	49% (61%)	39% (40%)	75% (78%)
<b>September 2008</b>	61%	48%	61%
<b>September 2007</b>	61%	48%	60%

Department revenues are currently +1.28% (-1.46%) as compared to the three-year average. Expenses are currently +8.87% (+11.79%) as compared to the three-year average. The negative trend in Expense to Budget and Revenue: Expense ratio is due to major capital expenses for the purchase of the golf cart fleet at Prairie Vista, golf course mowing equipment and a garbage truck for Park Maintenance were purchased prior to the City's Capital Lease was approved by the City Council. Now that it has been approved, journal entries will be made to reduce these expenses to reflect only the annual lease payment and not the full purchase cost. This will bring expenditures more in line with budget and improve the Revenue: Expense ratio in the coming months.

### **Bloomington Center for the Performing Arts**

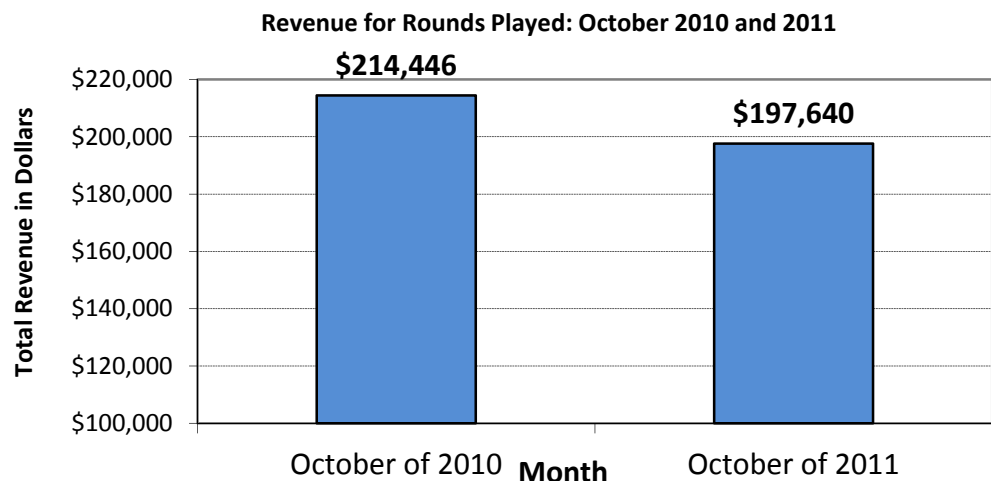
#### **2011-2012 Season**

The BCPA's 2011-2012 continues to sell well. Sales at the end of October were at \$359,590 for 15,486 tickets sold. You'll see to the right the sales numbers reflect very favorably to previous season sales.



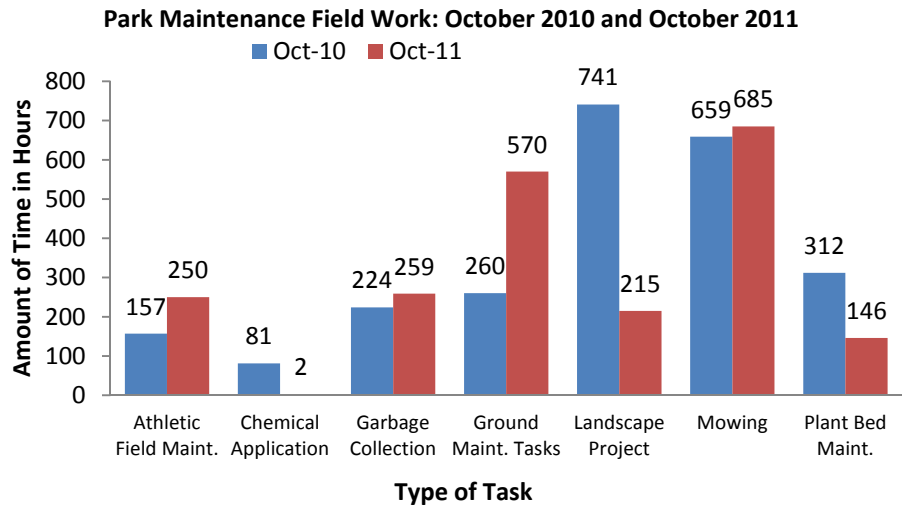
#### **Golf Division**

October turned out to be an average month in terms of rounds and revenue. However, last October, which is considered to be one of the best on record, was hard to compete with. Accordingly, rounds were down 12% with revenue down 8%. A bright note continues to be merchandise sales, which were up 12% for the month.



## Park Maintenance Division

October was another busy month for Parks Maintenance. Staff was working very hard to clean up the parks, plant beds and leaves before the arrival of winter. Staff completed all aeration of City of Bloomington parks and athletic fields. All parks were mowed for the final time in October and leaf pick up began. Right-of-way mowing was also completed. All irrigation systems were winterized and blown out and back flow preventers were removed. Plant bed maintenance continued as all beds were cleaned and annuals were removed. The City Hall entrance was re-landscaped with new edging, plants and grasses.

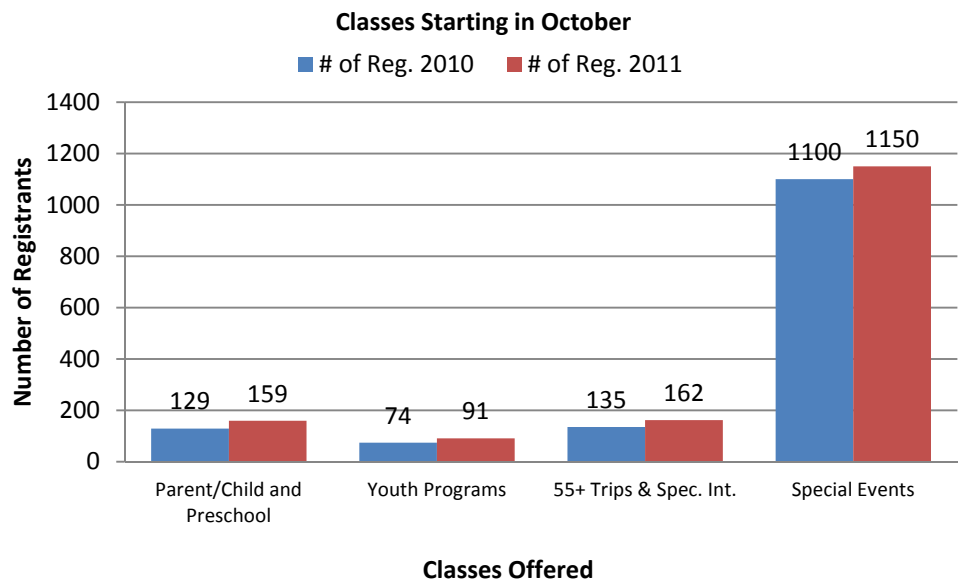


## Recreation Division

### Recreation

Fall Festival, held on October 9, could almost have been called Summer Fest due to the warm weather! This free family event included hayrack rides, bounce houses, entertainment, games, refreshments and more. During the 3 hours of the Festival, the Zoo was open with free admission. Approximately 1200 people attended this event.

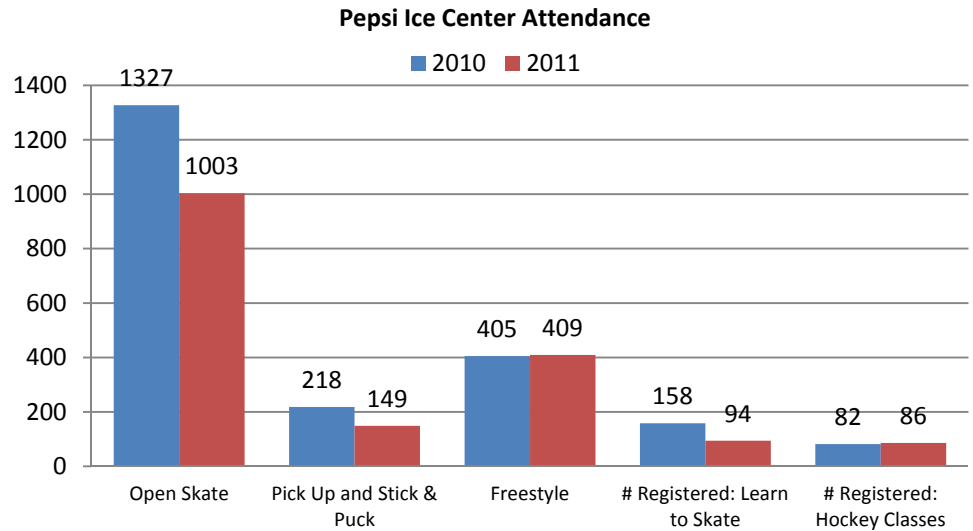
Fall programs were in “full swing” in October. Some of the programs held by age group were: Parent/Tot – Just for Toddlers, Tiny Melodies, Parent/Tot Dance, Parent/Tot Gymnastics Preschool – Super Tot Gymnastics, Half Pint Sports, Jump Into Books, Pre-Ballet & Tap Youth – Dance, Clay Pottery for Youth, Zumbatomics, Afterschool Volleyball, Tennis Adults – CoRec Volleyball, No Fear Yoga, Tennis, Zumba, 55+ - Zumba Gold, Tanner’s Orchard Trip, “Wicked” trip, Conklin Dinner Theatre trip.



## Pepsi Ice Center

Twenty-nine individuals registered for and attended the One Day Curling Clinic on Oct. 3. The Monday Night Curling League that started Oct. 10 had full registration of 8 teams. These teams will play 10 games with the league going through Dec. 19.

Open skate attendance was down compared to October 2010. This is possibly due to the beautiful weather we experienced during the month. Skating picks up once the weather outside turns cold. Stick & Puck and Pick-up hockey session were down, but fewer sessions were offered this year. Freestyle was the same as last year and the number of sessions offered was the same. Learn to Play Hockey class registration was up a little, but



Learn to Skate classes were down. Being without a skating director for almost 4 months hurt the program. David, the new Skating Director, is working very hard to promote the program and build it back up.

## Special Opportunities Available in Recreation

### Special Olympics

Sectional Bowling was held in Rockford and two athletes received gold medals so they advance to state tournament in December. Two Unified Special Olympics volleyball teams (24 athletes and partners) competed in the State Fall Games on October 29 & 31 in Rockford, Illinois. Five Special Olympics basketball teams were formed in late September and started practice that continued through October.

### Special Events

Rader Family Farm trip, Halloween BINGO, and a Halloween Dance were the special events conducted in October. S.O.A.R. staff and participants participated in the Central Illinois Down Syndrome organization's Buddy Walk. They had an informational table plus a large group walked and raised money in honor of Blair, a participant who passed away earlier this year.

### Weekly Programs

New weekly programs that started in October were Holiday performers, Artist Showcase, Wooden Ornaments, and Soups & Sandwiches, Many therapeutic recreation students plus other ISU recreation students needing volunteer hours met with S.O.A.R. staff and were placed in various programs.

**\*\*Parks, Recreation and Cultural Arts Department Appendix Continues on Page 58.**

## Planning & Code Enforcement Department

### Building Safety Division

Overall construction activity in the City continues to be sluggish with all year-to-date indicators continuing their downward trends from 2010. However, on a month-to-month basis October, 2011 showed a great improvement over October of last year. New home starts, construction value and permit fees were up considerably. While the year to date numbers are still behind last year's numbers the numbers have been improving over the last few months.

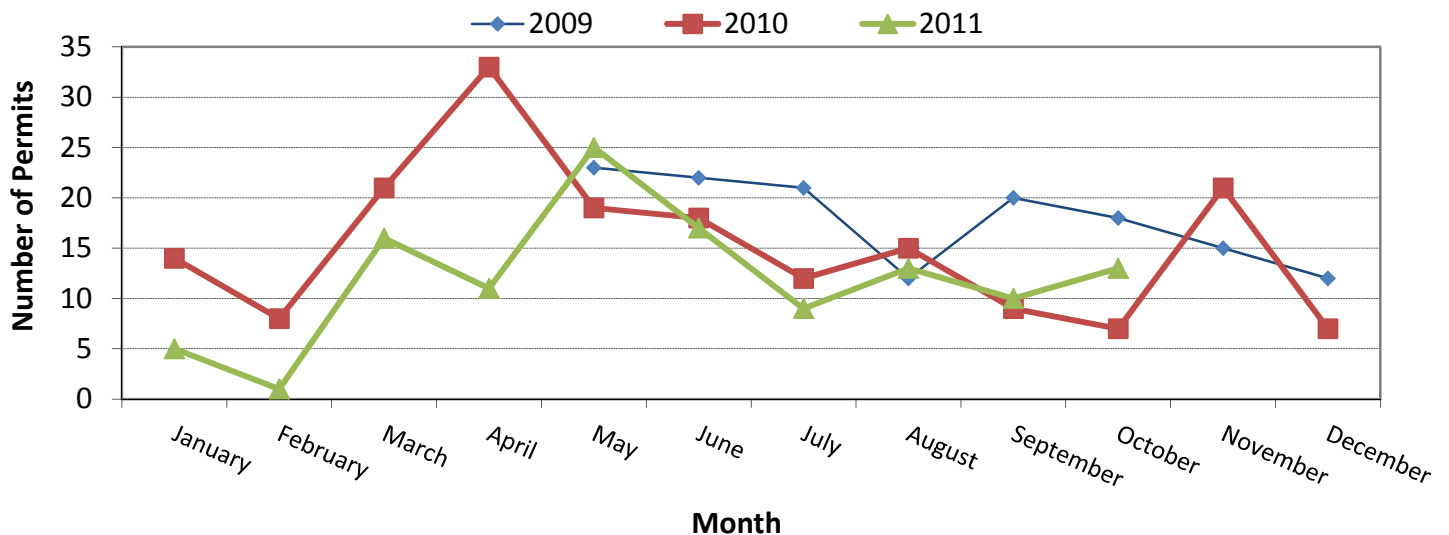
Month to Month	Year to date
• New home starts – up 86%	Down 23%
• Building permits – down 16%	Down 18%
• All construction permits – down 7%	Down 13%
• Fees collected – up 42%	Down 12%

#### Building Permits Issued For the month of October 2011

	Oct 2011	Oct 2010	Y-T-D 2011 (1)	Y-T-D 2010
# of Construction(2) Permits	489	524	4296	4960
(Inc.) Building (3) Permits	232	276	2027	2475
New Homes Built	13	7	120	156
Duplexes Built (4)	0	0	0	0
Multi Family Built	0	1	6	1
Construction Valuation	\$11,170,326	\$5,717,253	\$56,091,457	\$68,396,374
Permit Fees Collected	\$115,581.97	\$81,378.06	\$871,149.26	\$994,522.74

- (1) Total of permits issued for Calendar Year to Date.
- (2) Includes all permits issued.
- (3) Only Building Permits (Residential & Commercial).
- (4) Dwelling Units.

### New Home Permits: May 2009 - October 2011



### Construction Projects \$1,000,000 or Higher

<u>Building/Project Description</u>	<u>Address</u>	<u>Value</u>
Walgreen's	2601 East Oakland Avenue	<b>\$1,500,000.00</b>
BMW of Bloomington	1604 Commerce Parkway	<b>\$1,500,000.00</b>

### Notable Plan Reviews Received

\*\*Review status still pending

<u>Building/Project Description</u>	<u>Address</u>	<u>Value</u>
Barker Motors	2030 Ireland Grove Rd	<b>\$750,000</b>
Fox Creek Condo's	12 St. Ivans Ct	<b>\$300,000</b>
McDonald's	2507 E. Oakland Ave	<b>\$290,000</b>

### Items/Activities of Note:

- Two demonstrations were conducted showing the effectiveness of residential fire sprinkler systems. These demonstrations were followed by an informational meeting presented by staff outlining the proposed code requirement for these systems.
- The City is still in need of board members for the Planning Commission, Zoning Board of Appeals, and the Property Maintenance Review Board. For those wishing to participate, please refer to the statement of interest form available on the City's web site.
- Negotiations for a new contract with Laborers 362, Inspectors continues.
- A public hearing was held with our new property maintenance review board to discuss adoption of the International Property Maintenance Code/2009, modifications to the code and proposals for changes to the rental inspection program.

**\*\*Planning & Code Enforcement Department Appendix Continues on Page 63.**



## Legal Department

### **Collections**

#### ***Small Claims:***

- 15 cases were set on October 6, 2011
- 5 cases for use tax were paid prior to the court date – Total collected \$940.61
- 2 cases had default judgments entered – Total due \$375.00
- 14 cases were filed for use tax collection – court date 11-3-11

#### ***Collection letters sent:***

- 60 letters sent for use tax – total collected \$2,923.40 – FYTD \$21,658.71
- 3 letters sent for Sex Offender Registration Fees

#### ***Nuisance Parking:***

- 8 letters sent
- 6 Tow Notices have been given to the process server
- Monthly Parking Ticket Payment Agreements – total collected \$1,660.00
- 2 Vehicles towed – total collected \$1,845.00

#### ***Freedom of Information Act Requests***

- FOIA: 55 FOIA requests were processed through the Legal Department
- Total time spent 19.50 hours

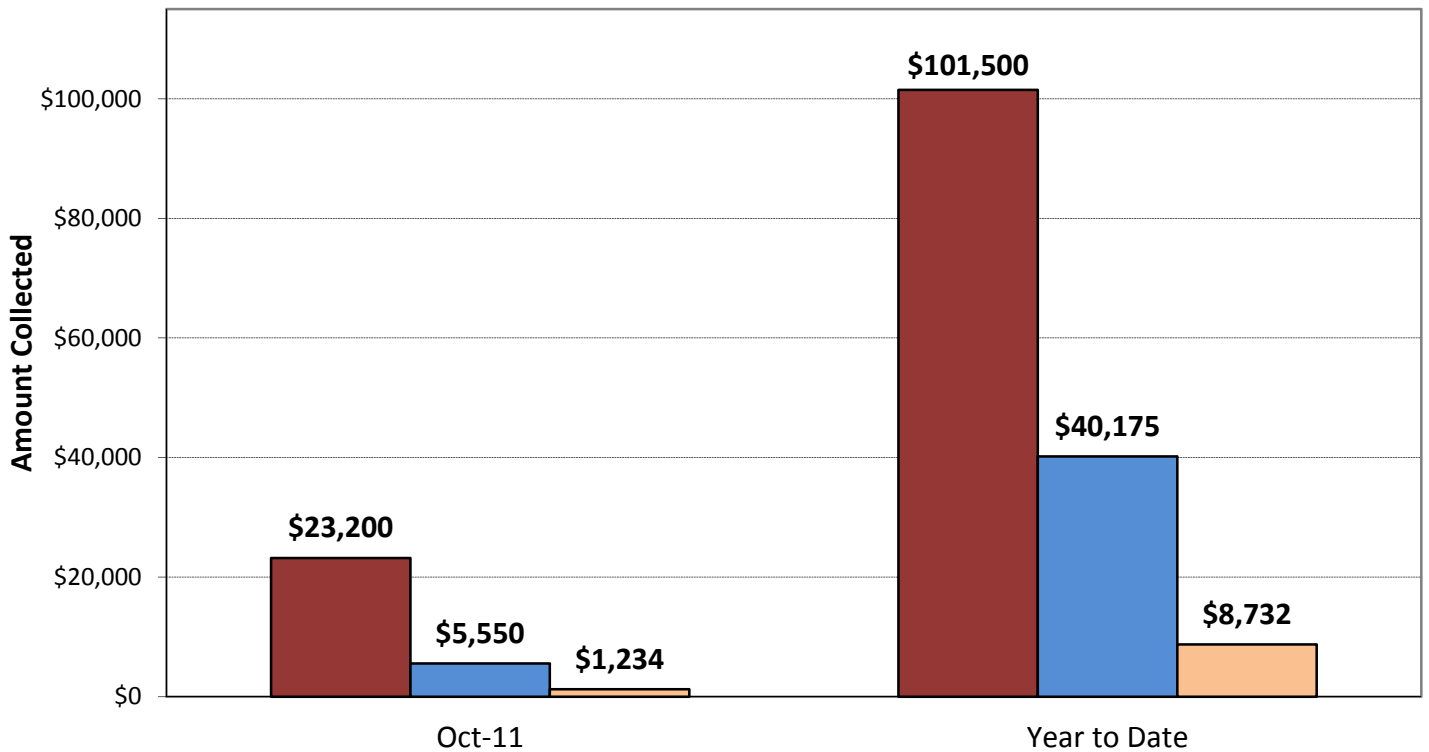
#### ***Ordinance Violation Activity***

- Fines received at City Hall before filing: \$23,200.00/\$101,500.00 Fiscal Year to Date (FYTD)
- Fines paid at City Hall after filing: \$5,550.00/\$40,175.00 FYTD
- Post judgment fines received: \$1,234.69/\$ \$8,731.68 FYTD
- Total: \$29,984.69/\$150,406.68 FYTD



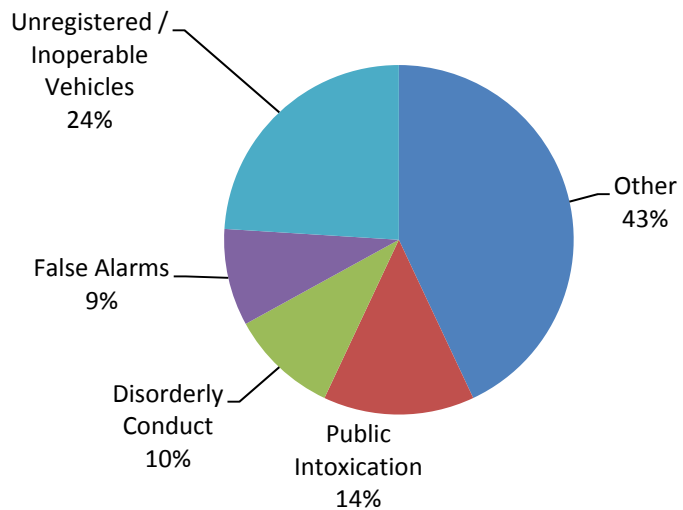
## Ordinance Violation Collections Through September

■ Fines Received at City Hall Before Filing  
 ■ Fines Received at City Hall After Filing  
 ■ Post Judgement Fines Received



### Violations Filed in Court During October 2011 by Percentage of Overall Cases

- Summons prepared: 49
- Total cases scheduled for court: 367
- Trials scheduled: 17
- Post Judgment cases scheduled: 4



### ***Unregistered/Inoperable Vehicle Compliance***

- Vehicle Compliance Tickets sent this month: 6

### ***Ordinances Drafted***

- Drafted Demolition Permit ordinance
- 2 new ordinances were prepared for publication both in a hardcopy and on the internet
- 2011-47 – reducing the number of candidates from 50 to 25 for background checks and oral interviews for the Fire Department
- 2011-48 -- adding additional requirements for demolition of buildings

## ***Contracts/Agreements***

- Reviewed Personal Service Contracts for BCPA
- Reviewed Client Agreements for 2011 Health Care Insurance Plans

## ***Personnel/Human Resources***

- Meetings with HR and outside counsel re Collective Bargaining

## ***Litigation***

- Negotiated CIRBN contract
- Drafted Memos to City Council re settlement of WC claims
- Negotiated settlements with property owners regarding property maintenance cases
- Negotiated settlements of liquor ordinance violations
- Obtained Preliminary Injunction regulating the number of animals and containment of vicious dogs
- Attended court hearings in repair/demolish cases
- Represented City at trial seeking injunction for cleanup of illegal junk yard and fines
- Drafted City Response and Attended Hearing on Motion by Devyn Corporation to Amend Complaint

## ***Monthly Meeting Participation***

- Attended City Council meetings and work sessions
- Participated in nuisance abatement discussions
- Participated in Lake Bloomington Property Assessment discussions
- Attended Board of Fire and Police Commissioners meeting
- Attended Special Use and Land Development Committee meetings
- Attended PACE/Police/Legal meeting
- Attended Department Head Staff Meetings
- Attended Meeting of Illinois Municipal League Home Rule Attorneys Committee
- Revised City Council Rules of Procedure Draft
- Prepared Council Memo for Enterprise Zone Amendment
- Attended Meeting with City Manager and Representatives of GE Employees Park Board President
- Drafted Memo regarding effect of Illinois Supreme Court Ruling on home rule ability to regulate interest rates on payday loans
- Drafted Resolution to establish a Citizens' Committee to establish new ward boundaries

## ***Research***

- Researched Ward Redistricting statutes and cases
- Researched various issues for Fire Department (re: bad debt policy, collection procedures, bankruptcy)
- Researched demolition permit practices in other municipalities

- Researched specified nuisance abatement activities

### ***Miscellaneous/Other***

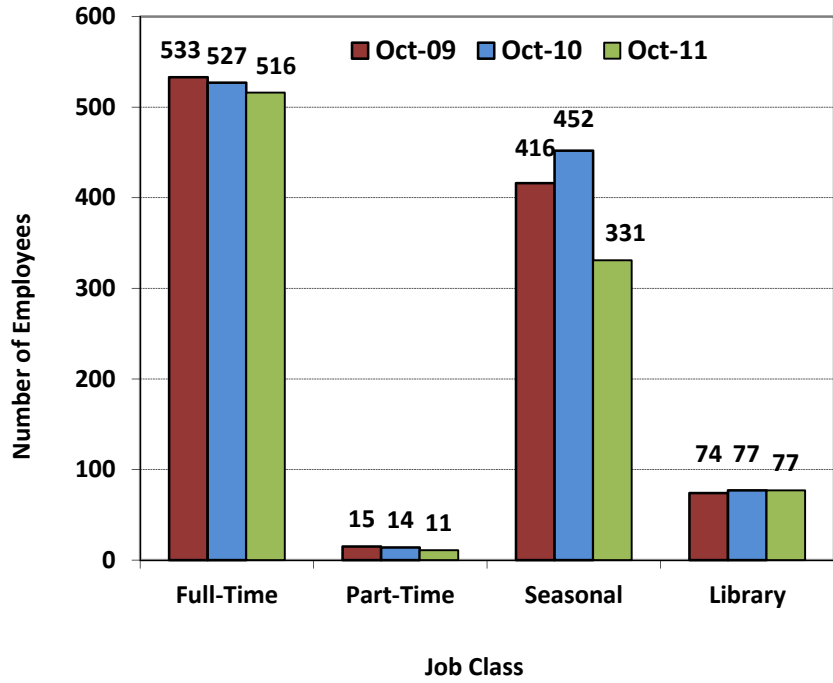
- Conferred with Collection Agency regarding implementation of ordinance violation collection.
- Numerous responses to City Departments on Miscellaneous Legal Questions
- The Legal Department received 747 inbound calls that exceeded 29 hours of time. Calls typically involve but are not limited to citizen's questions, concerns, complaints, payments over the phone, as well as answering legal questions from other City Departments.
- Researched mailing addresses for liquor hearing notices.
- Negotiated with prospective purchasers of distressed properties
- Attended Small Claims hearing
- Snyder Parking Garage closing
- Continued to move forward demolition permits and activities for old Howard Johnsons site
- Researched addresses for notices to be sent prior to hearing on new liquor license applications
- Drafted Repair/Demolition Orders
- Reviewed Property Maintenance Review Board procedures
- Drafted Resolution Urging General Assembly to Cap Payday Loan Interest Rates at 36%
- Drafted Board Rule on Firefighter Hiring Process

## Human Resources Department

### Items/Activities of Note:

- Continued implementation of the Tyler/Munis software and Empower Time and Attendance systems.
- Active negotiations with Lodge 1000 (Water). Local 362 Support Staff, Local 362 Parking Attendants, Local 362 Inspectors, Unit 21 and Telecommunicators.
- Began job analysis project.
- Work with CatalystRx to solve issues pertaining to calculation of premium equivalents.
- Development of communication strategy for open enrollment and began working on electronic and hard copy documents for this process.
- Finalized transfer of responsibilities to RDS, LLC, consultant for Early Retiree Reinsurance Program and Retiree Drug Subsidy reimbursement programs. Completed application for Retiree Drug Subsidy program for 2012.
- Preparation for 2012 Martin Luther King Event
- Three on sight Flu Shot Clinics were held for employees, spouses and retirees
- Active for Life Wellness Challenge is a 10-week wellness challenge that focuses on physical activity, eating fruits and vegetables, and drinking water. The City of Bloomington has 9 teams (56 employees) from various departments, including water, police, HR, Engineering, Parks & Recreation, Library, Clerks, and PACE.
- United Way information distributed to employees.
- Employee Activity Committee Chili Cook-off on October 28, 2011.

Active Number of City Employees: October 2009, 2010 and 2011



**City of Bloomington Bargaining Unit Employees' Contract Status**

<b>City Employees</b>	<b>Expiration Date</b>	<b>Current Status</b>
Support Staff Local 362	4/30/09	Negotiating
Parking Attendants Local 362	4/30/09	Negotiating
Fire Local 49	4/30/12	Current
Water Lodge 1000	4/30/10	Negotiating
Inspectors Local 362	4/30/11	Negotiating
Police Unit 21	4/30/11	Negotiating
Sergeants & Lieutenants	4/30/11	Requested to bargain
Public Works & Parks 699 AFSCME	4/30/12	Current
Telecommunicators (TCMs)	N/A	Tentative Agreement

**City of Bloomington October Vacant Full Time Position**

<b>Current Positions</b>	<b>Position Status</b>
Performance Auditor	Tim Ervin
Telecommunicators (2)	Jordon Burns and Lindsay Veselak
Zoo Curator	Johnathan Reding
Utility Worker - Water	Michael Simpson
Property and Records Technician	In process
Economic Development Coordinator	In process
Laborer Parks & Recreation	Jim Harsh
Truck Driver-Refuse	Larry Walsh
Water Meter Crewleader	Clint Garey
Public Works Administrative Assistant	
Water Plant Operator/Relief	
Laborer-Refuse	
Zoo Curator	

# City Clerk

## City Council Proceedings Completed and Approved by Council

September 28, 2011

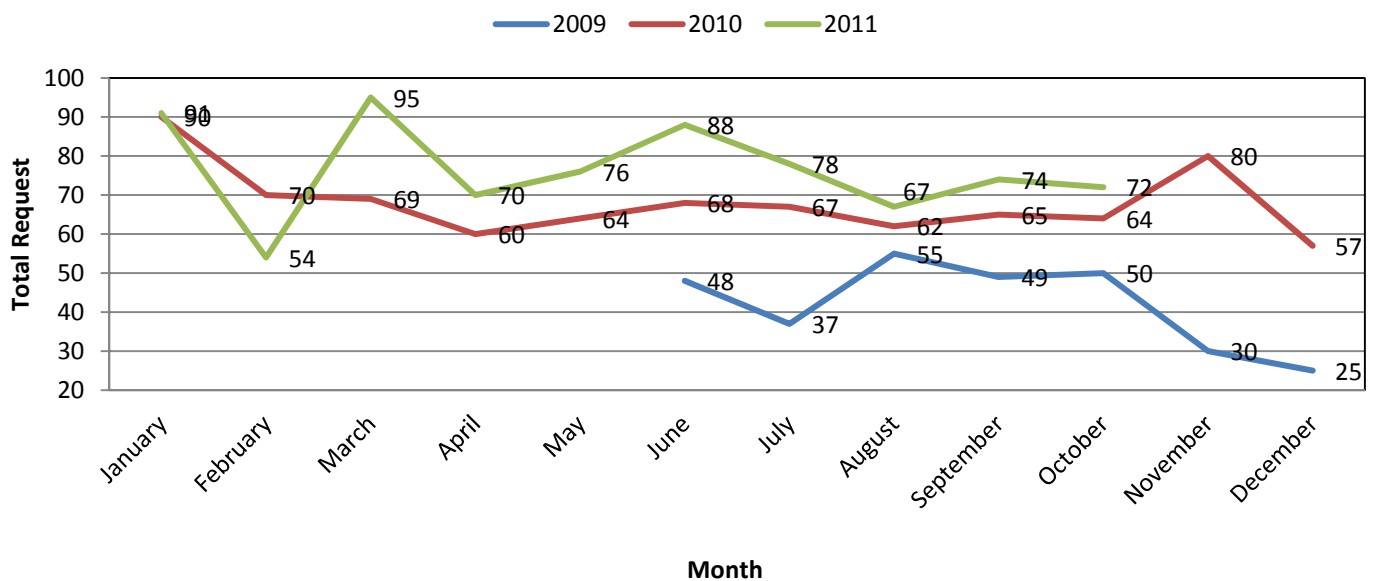
October 10, 2011

## Other Minutes Completed

- Executive Session – 3
- Special Council Meeting – 1
- Citizens Voice Meeting - 1
- Liquor Commission – October 11, 2011

FOIA Staff Time			
Month	Number of Requests	Average Time per Request (min)	Total Time (hours)
January 2011	91	41	62.75
February 2011	55	39	35.30
March 2011	95	39	62.40
April 2011	70	43	49.70
May 2011	76	53	67.55
June 2011	88	58	84.75
July 2011	78	70	91.50
August 2011	67	55	61.75
September 2011	74	38	46.25
October 2011	72	48	57.00
<b>Overall</b>	<b>764</b>	<b>50</b>	<b>638.15</b>

F.O.I.A. Request by Month Since October 2009



**Liquor License Fees (1/1/11 through 10/31/2011)**

Liquor License Group	Number of Vendors	Number of Licenses	Total Received (\$)	Penalties/Fees (\$)	Invoiced (\$)
Clubs	6	18	\$7,920	\$0	\$7,920
Convenience Store	7	21	\$6,397	\$29.50	\$6,367.50
Package Sales	8	17	\$6,669.90	\$104.08	\$6,582.50
Restaurant	54	124	\$61,249.47	\$193.50	\$60,962.50
Tavern	37	91	\$50,126.50	\$309	\$49,817.50
<b>Total</b>	<b>112</b>	<b>271</b>	<b>\$132,362.87</b>	<b>\$636.08</b>	<b>\$131,650</b>

**Amusement and Miscellaneous Licenses with Fees (1/1/11 through 10/31/2011)**

Month	Number of Vendors	Number of Licenses	Total Received (\$)
Amusement	18	35	\$20,324.50
Miscellaneous	49	82	\$7,964.10
<b>Total</b>	<b>67</b>	<b>117</b>	<b>\$28,288.60</b>

**Approved January 1, 2011 – December 31, 2011**

	2007	2008	2009	2010	2011	Total
Proceedings	1			4	19	24
Work Sessions				1	6	7
Executive Sessions			5	1	5	11
Retreats						
Citizen Voice Meeting				1	1	2
Joint Council/Liquor Commission Meeting					1	1
Special Meeting					3	3
<b>Combined Total</b>	<b>1</b>		<b>5</b>	<b>7</b>	<b>28</b>	<b>48</b>

\*\* Currently 2 outstanding Council proceedings to be approved.

**Other Items of Note**

- Major focus of this office is compliance with Local Records Acts, the Open Meetings Act, and Freedom of Information.
- Bids Opened Completed - 2
- Contracts Established - 17
- Outgoing Mail processed in City Hall – 11,342
- Won 3<sup>rd</sup> place at the Annual Chili cook off
- Annual license renewal paperwork.



## Information Services Department

### Munis Project Accomplishments for October 2011

#### ***Financials***

##### Tested & Accepted Modifications

- P-card Reconciliation
- AP Check Reconciliation
- Completed End User Training
- Loaded FY 12 Budgets & Actuals to Live
- Go Live on 11/2/2011

HR/Payroll - Linking Employee, Deduction, & Job Records 70% Complete

Revised Implementation Schedule – The Time Keeping & Scheduling implementation schedule has been revised, due to delays in meeting some of the analysis and homework completion deadlines.

Even with the revised schedule, we will still be going live with time keeping/scheduling on April 1, 2012. However, there will be a subset of employees going live on 4/1, with the rest of the employee groups going live through August of 2012.

- 4/1/12 - Classified City Hall, Parks, Rec, Golf & Zoo (110)
- 5/1/12 - Weekly – Seasonal Parks, Rec, Golf & Zoo (293)
- 6/1/12 - Biweekly & Weekly Library, Support Staff, Inspectors, PACE, BCPA & Ice Rink (248)
- 7/1/12 – Biweekly & Weekly Fleet, Solid Waste, Streets & Water (170)
- 8/1/12 – Biweekly & Weekly Fire & Police (282)

Created Test Payroll Time Entry Export for MUNIS

#### ***City Internet Site Redesign***

Initial website graphic designs have been received. Vision Internet delivered two options for the City of Bloomington main web site and one for the Bloomington Center for the Performing Arts web site. The City staff project team is working with Vision Internet to make some initial changes to the design. These designs will be presented to the Council communications working group for feedback and further design change ideas.

#### ***Downtown Surveillance Cameras***

Through September and October, staff tested the initial camera placement, video management software and wireless network. Network configuration changes were identified with the original wireless provider. These changes allowed reasonably good performance for video transmission and archive across the network.

After a sufficient testing period with the first wireless provider, it was removed and the second provider's equipment was installed. Staff is currently working with this provider to configure their

network for optimal performance. Once this is accomplished, comparisons will be made between network providers to determine performance differences.

Staff also tested the interface of the initial video management system. Police department staff has been involved in this demonstration. Although major features are similar between different video management systems, overall performance and ease of use may be different.

There are now five cameras located at the intersections of Main/Mulberry, Main/Market and Main/Monroe. Staff is testing camera performance to determine the type and amount of cameras needed for best overall performance.

### Service Requests for October 2011

Information Services staff has logged the following number/types of service requests during the month of October.

Problem Type	Total Hours	Total calls	Closed	Open	Pending
Consulting	0	0			
Development	43	7	6		1
E-Mail	22	65	64	1	
Hardware	100	66	58	7	1
Meeting	1	1	1		
Network	11	29	28		1
Other	36	37	35	2	
Reports	2	4	4		
Software	39	82	74	3	5
Supply	3	10	10		
Telephone	20	40	40		
Training	0	0			
Web	20	15	15		
<b>Total</b>	<b>297</b>	<b>356</b>	<b>335</b>	<b>13</b>	<b>8</b>

**Lyris List Server Information** – The following information details the current list server subscribers and activity. Anyone can subscribe to these lists by clicking on the “Subscribe Here” button on the homepage of the City’s website.

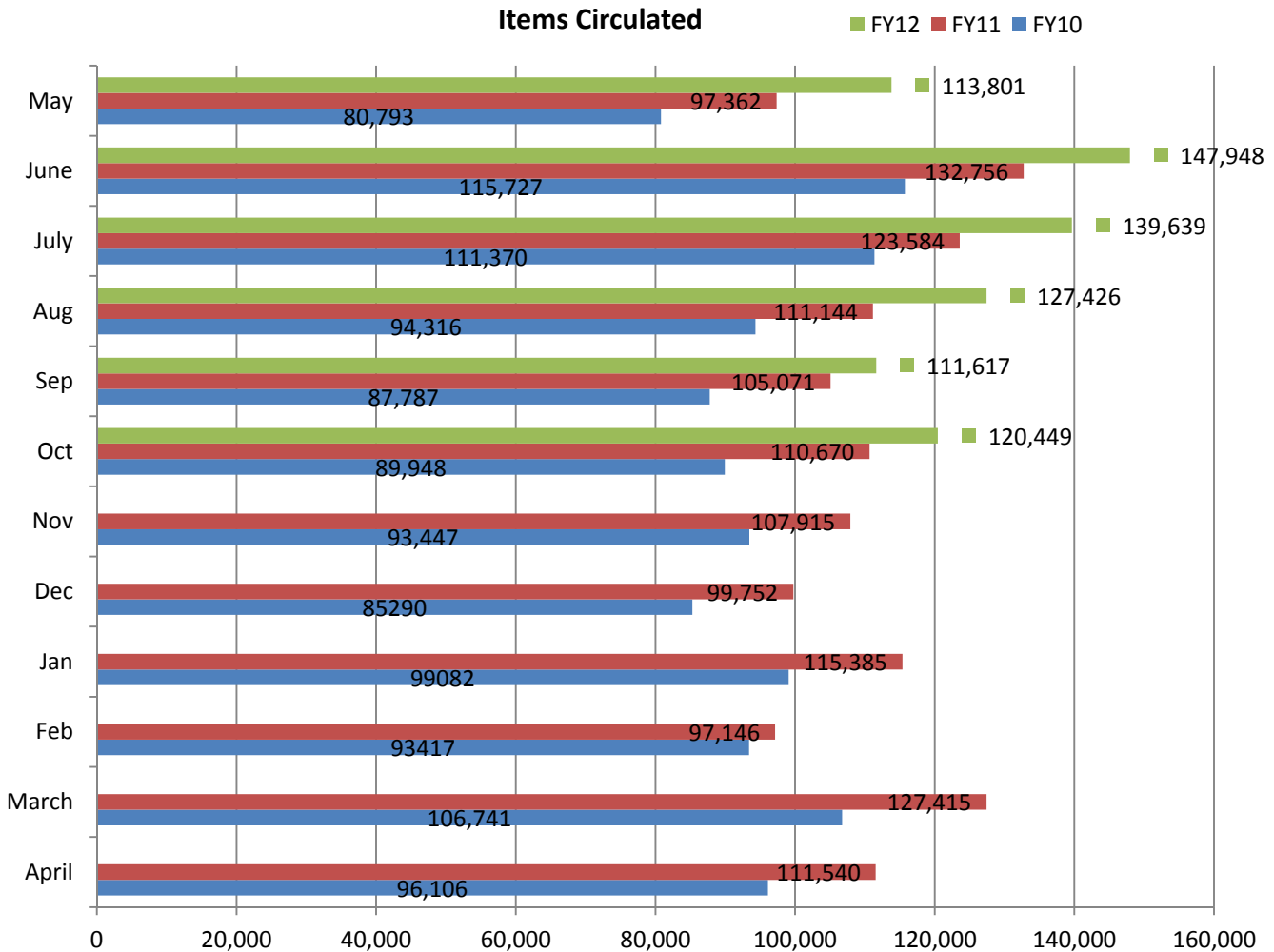
List Name	Member Count	Change
BCPA General	13995	+16
Bloomington Golf	6656	+3
Parks & Rec General	1469	+4
Miller Park Zoo Tigers Tongue	2380	+79
BCPA Educators	909	+
Miller Park Zoo	516	+2
Pepsi Ice Center	376	+2
City Council	201	+4
BCPA Patrons	136	+
Landlord Property Management	174	+12
Planning & Zoning	172	+4
Parks Youth News	150	+2

Parks Adult News	149	+3
Parks Preschool News	117	+2
Human Relations Commission	112	+1
Engineering Bids	122	+
Liquor Commission	117	+2
BCPA Targeted Mailing	1740	+
Parks Teen News	78	+2
SOAR	74	+2
Public Service Notices	35	+
Engineering Updates	24	+1
<b>Total</b>	<b>29,702</b>	<b>+141</b>

# Library

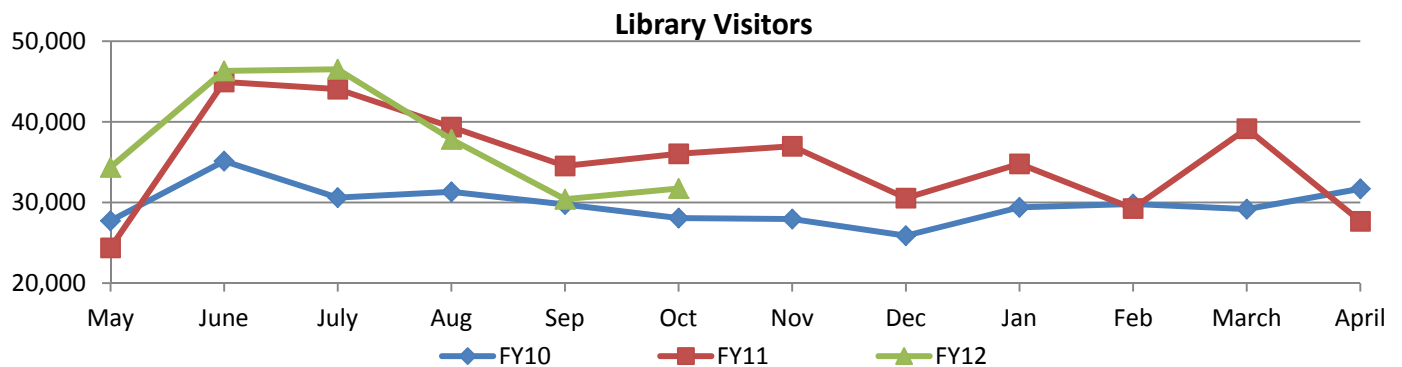
## Circulated Items

120,449 items were borrowed from the Library in October 2011, which represents an 8.9% increase over October 2010.



## Visitors

Staff answered 5,775 questions from customers this month.



## **Children's programs and attendance during the month of October:**

- Halloween Parade and Story Time – 118 attended
- Read for the Record – 45 attended
- Incredible Bats – 80 attended
- Ghost Stories – 57 attended
- Mr. Stamps Club – 7 attended
- Tales for Tails – 6 attended
- Lapsit story time – 8 sessions – 167 attended
- Toddler story time – 4 sessions – 129 attended
- Preschool story time – 8 sessions – 240 attended
- Wiggle Giggle evening story time – 15 attended
- Catholic Charities Halloween Fair – 200 attended
- Sheridan kindergarten class visit – 23 attended
- Brigham Head Start story time – 60 attended
- Little Jewels Day Care visit – 100 attended

## **Teen Programs and Attendance:**

- PNG Play- 5 sessions- 15 attended
- Teen Advisory Board – 1 session – 6 attended
- Teen Read Week Jeopardy- 1 session- 6 attended
- Anime Now movie marathon—1session—28 attended
- Anime Now – 2 sessions – 27 attended
- Teen Read Week Book Trivia Contest—10 participated

## **Adult Programs and Attendance:**

- Mystery Book Discussion – 1 session- 7 attended
- Fiction Book Discussion – 1 session – 10 attended
- Non-Fiction Book Discussion – 1 session – 7 attended
- Still Reading with Lincoln—1 session—17 attended
- Grandma Grandpa and Me film—1 session—17 attended
- Silent Wednesday Film—1 session—9 attended
- Still Reading with Lincoln author program with Bob Bray—1 session—17 attended
- Lineage Workshop— 1 session—13 attended
- Nearly New Movies: 4 sessions– 51 attended
- Open Lab computer assistance – 3 sessions – 9 attended
- Master Gardeners – 1 session – 25 attended



Bloomington Emblem Club #432  
P.O. Box 5124 - Bloomington, IL 61702-5124

October 17, 2011

*Bloomington Rescue Squad  
% Bloomington Fire Dept.  
310 N Lee St  
Bloomington IL 61701*

*On October 15th, 2011, our Emblem Club held a Salad Luncheon/  
Style Show at Tri-Lakes Banquet Facility, 2100 S. Bunn St.,  
Bloomington and one of our members and a patron of our event,  
became ill and Bloomington Rescue Squad was called.*

*The event continued on and many did not realize what was going  
on as the Rescue Team were very quiet and very professional  
in performing their duties.*

*Please convey our Heartfelt Thanks to the team that came to  
Tri-Lakes, Saturday, October 15th approximately 2 P.M. They  
did their job Well! Our member, Wanda Kirby, was transported  
to the hospital. Thank you for training them so well.*

*In Emblem Love and Friendship,*

*Barb Scott*

*Barb Scott  
President*

*Bev Miller*

*Bev Miller  
Corresponding Secretary  
bjm*

To: ward3@cityblm.org  
From: Lynn Meeker <[REDACTED]>  
Date: 10/06/2011 12:34PM  
Cc: Jim Karch <jkarch@cityblm.org>  
Subject: Tree Removal Report

Today Will Jackson and Greg Winterland arrived at 2905 Southfork at 8:00 AM to cut down a thirty year old green ash tree that had damaged the sidewalk. They knocked on the door and were very personable about explaining what they were here to do, and asked me if I needed to move my vehicle since they would be blocking the drive.

It was really amazing to watch them work. The skill and efficiency they demonstrated in removing the tree was incredible. Within an hour the tree was down, all of the tree limbs, leaves, and everything were loaded in the two trucks and they were ready to go to the next job. Only the trunk and stump remained. They explained that Steve Connor would come along later and pick them up. The way these young men represented the City of Bloomington was truly a pleasure to observe. I was very impressed.

At 11:30 AM Steve Connor showed up and picked up the tree trunk and the stump. Then he picked up the two sidewalk slabs that are to be replaced. It took him a little more than fifteen minutes to do the whole job. Again I saw a very skillful and efficient man doing a truly professional piece of work. He then took the time to explain to me that they would be back to grind out the stump, and later another department would come and replace the sidewalk slabs. He did a wonderful job representing the City of Bloomington in both his work and his communications with me.

The whole experience made me proud to be a citizen in the City of Bloomington. It was a true delight to see these young men at work. Their friendly explanations were much appreciated. It has been three years since we started working on this project with the first phone call. It is very gratifying to see this day, especially during a recessionary economy.

The neighbor across the street has had two babies since we began this work and I watched her during her last pregnancy, managing the two oldest children while she was pregnant with the third one, negotiate the uneven sidewalk to access the bookmobile several times. There were other pregnant women with children whom I did not know also dealt with the situation. Lots of people use this walk to access Tipton Trail and North Point Elementary. I am so happy no one was hurt and the City is coming through for all of us at a time when money is tight. A big thank you to all concerned.

Mboka, Lynn and I really appreciated your coming past to meet with us. I hope you get a chance to come past and see the job when it is done. My wife has commented several times on how good it was of you and your daughter to take so much time to visit with us and share our concerns.

Jim, we are not sure exactly where you fit in with all the various departments, but we especially want to thank you for coordinating whatever had to be done. From our own personal experiences in public service Lynn and I both know it is often very hard to manage so many projects and people with limited resources.

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To: <police@cityblm.org>  
From: "Sara Quah" <[REDACTED]>  
Date: 10/09/2011 08:37PM  
Subject: Thank you!

To the Patrol Officers, Dispatch Officers, Sergeants, Lieutenants, Detectives, and Chiefs who have kept our family safe,

Thank you. From our hearts, we thank you for all your hard work these past few months in keeping our family safe. For the first time in a long time, after waking up my son jumped out of bed and ran out the door, TO PLAY OUTSIDE! My girls left the house this morning without fear!

We are so grateful to the department for handling the situation fairly, with patience and grace. Thank you!

Sincerely,  
Sara, Mark, Lizzie, Mallory, and Evan Quah

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To: Jim Karch <jkarch@cityblm.org>  
From: Lynn Meeker <[REDACTED]>  
Date: 10/12/2011 04:34PM  
Cc: ward3@cityblm.org  
Subject: Sidewalk and Sewer Update for 2905 Southfork Road

Jim, today men from Bloomington Public Works arrived at 2905 Southfork to work on the sidewalk and sewer problems. I was not at home to see all of the work, but I was able to see the afternoon effort put forth by the crew. Rob and Honor did a first rate job on the sidewalk slabs. They were very particular about removing all of the roots that caused the problem previously. The prep work was quick and efficiently done. John removed the excess debris with the backhoe bucket with craftsman precision. It was clear they had worked together before and could anticipate what needed to be done to help each other get the job done. I am always impressed to see what a small crew can do with the right equipment and the obvious coordination that comes from working together. They covered the work against the rain and used two barricades with yellow tape and five cones for safety. Excellent job!

The crew then moved on to the sewer problem. They had already excavated the area down past the problem and were working on the solutions when I got home. I watched them do the sealing around the joints and careful backfilling to prevent further subterranean washouts which caused the substantial sinks in the street and the median. At least three of us living here have gone down the median hole up to our knee when mowing the grass. Ron, Honor, and John also took up the elevated median manhole and put on a shorter collar to level it out with the rest of the median -- much appreciated. John set the buck down right on top of it to make a firm fit to the collar. Again, great team work and a job well done!

Of course there is still work to be done, but you can certainly be proud of the job your crew did today.

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To: Jim Karch <jkarch@cityblm.org>  
From: [REDACTED]  
Date: 10/18/2011 08:33PM  
Cc: Don Gilmore <dgilmore@cityblm.org>  
Subject: Re: street repair  
Mr Karch and Mr Gilmore,

I would just like to thank you gentlemen for finding the time and funds to get to the street repair completed. It is wonderful and my winter will be much easier without all that loose asphalt. I understand how budgets work and I really appreciate you finding a way to make this repair. Thank you.

Renee Odom

---

To: Ward3@cityblm.org  
From: Lynn Meeker <[REDACTED]>  
Date: 10/14/2011 02:02PM  
Cc: Jim Karch <jkarch@cityblm.org>  
Subject: The Work is Finished

Mboka, thank you for coming out to our home and visiting with us about the sidewalk and sewer project. The Bookmobile was here yesterday, and the excellent work the City of Bloomington workers did on the project was commented on by several residents.

The sidewalk and sewer project at 2905 Southfork Road is finished and the men working for the City of Bloomington all distinguished themselves. They were very polite in dealing with neighbors who asked questions, and they were very efficient and professional in the work they performed.

My wife and I have lived in Wichita, Kansas; and Smithton, Edwardsville, Normal, and Bloomington in Illinois. The quality of work performed and the level of services provided in the City of Bloomington rank it number one in our experiences. I admit that in some of those places the services were contracted out and were performed by young inexperienced employees who did not take much pride in their jobs. But that was not the case in Wichita or Normal. In addition, Bloomington's charges for water, sewer, garbage etc. have always been the least expensive. Just our average garage collection alone in Edwardsville averaged \$35 a month thirty-two years ago. That did not include sewer or recycling. I am unaware of anyplace that recycles as well as the City of Bloomington. We were especially pleased to be associated with the young men you sent to work on our sidewalk and sewer projects.

The Parks and Recreation Department and the Public Works Department have distinguished themselves with their skill, efficiency and quality of work performed on this project. I am not sure how to spell all the names but I want to list the people involved. I thanked each of them personally at the time, and I wanted their supervisors to know they did outstanding jobs. Forestry Crew with Parks and Recreation Department: Steve Conner and Greg and Will; Public Works Department Concrete Crew: Rob Marsh, and Honor with John (equipment operator); and Public Works Department Asphalt Paving Crew Jason Kennedy, and Honor and Kyle and Jose with Mark (equipment operator).

We are even more pleased that we live in a City that is a designated Tree City, has excellent roads (compared to many other places we have been), maintains an outstanding library program, and provides other parks, recreation, and fine arts activities for the citizens who live here. Perhaps most important, in a time of recession and tight financial constraints created mostly by poor decisions in the

private sector, we can still see that there are public sector employers, like the City of Bloomington, who help maintain job opportunities for the many public service workers like those we came into contact with on this project and those we see continuously working with the library.

No wonder Bloomington has a proud tradition and stands well above so many other places. That is why we read articles in the paper about Bloomington being in the top places to live for so many good reasons. We have both lived in hard times and places with very limited resources. It is never easy to work through such times. It takes a lot of dedicated people and continuous planning to stay on top of so many projects and problems. We are also thankful for all those other workers that we did not meet that had to do their jobs too in order to keep our city operating at a high level of service. With all the negative things we all hear about and read about in the news it is very refreshing and uplifting to experience good things happening. Keep up the good work. Thank you.

Mboka please share our appreciation with the other City Council members. You folks have a very hard job. So many lives are touched by your decisions. Being on Boards and City Councils that carry a lot of important work and very little thanks is never easy. So, we are thankful to all of you who have what it takes to carry out such a responsible task.

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To: Jim Karch <jkarch@cityblm.org>  
From: keith & tori ballenger <[REDACTED]>  
Date: 10/13/2011 12:37PM  
Subject: Re: question

We thank you for fixing the road out front of our house and our neighbors. The crew did a fine job! We appreciate all of your attention to this matter.

Keith And Tori Ballenger

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To: Robert Henson/Cityblm@Cityblm, George Kutz/Cityblm@Cityblm  
From: Katie Stamp/Cityblm  
Date: 11/16/2011 11:21AM  
Cc: Jim Karch/Cityblm@Cityblm, Colleen Winterland/Cityblm@Cityblm  
Subject: 1207 E Grove

The resident called to say "Thanks" for what a good job the bulk/brush crew did when they recently came through. She says she knows "they put up with a lot of stuff and they do a great job".

Katie Stamp  
City of Bloomington  
Public Works Dept.  
(309)434-2225

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P.O. Box 1315 • Peoria, IL 61654  
Phone: (309) 674-1128 • Fax: (309) 673-0338  
www.peoriaawning.com

October 31, 2011

City Manager,

Just a note to let you know of a positive experience that I had with Bob Coombs - Building Inspector.

The help and information that I received from Bob and Vicki Cosali were great. I really appreciate all the help given by both people.

Thank you,

Mark L. Hutchison



509 NE Adams Street  
Peoria, IL 61603

**Mark L. Hutchison**

mark@peoriaawning.com  
www.peoriaawning.com

(309) 674-1128 ph  
(309) 673-0338 fax

## BLOOMINGTON CENTER FOR THE PERFORMING ARTS

### Goodnight Moon/The Runaway Bunny, 10/12

The Canadian cast members found that their jackets (which included one of their passports) were misplaced. The BCPA staff worked very hard to investigate and eventually tracked down the missing coats. The cast sent the following note:

*I just wanted to send you a note to thank you and all of your staff. We are so happy that it all worked out in the end and I would like for you to pass along our thanks to everyone involved. Your staff went above and beyond for us trying to find our stuff. They were all wonderful to us throughout the entire day, both during the show and afterwards. You could never know how much it was appreciated. It's not easy being on the road and you were all very patient with us in our time of stress. We were all talking about how great you all were when we left.*

### An Evening with Brad Sherwood and Colin Mochrie, 10/15

Comments from the evening include:

*Liz Drollinger Thank you guys so much for the best night of my life. You both are amazing comics and I am a huge fan. Thanks for the mousetrap, the autograph and the picture. They and you both mean the world to me.*

*Richard Burgauer Thank you for, what I'd seriously consider, the funniest night of my life. Fair warning: don't be surprised if I sue you for making my sides ache with that much laughter. Come back to Bloomington whenever you'd like! :-)*

*Shannon O'Donnell Thank you for making my husband cry - again! Our daughter came to the show for the first time and saw him cry for the first time because of you :)*

*Courtney Rose Bennett Thanks for coming to Bloomington, it was a kick ass show! And it was amazing being able to meet my idols. :)*

### "Blast," 10/22

Praise received after the show included comments like this:

*Laurie Diekhoff, Such talent & energy!*

## STAFF COMPLIMENTS

"Tell Pam (from the BCPA Box Office) we so appreciated her helpfulness and kindness...we love this treatment and coming to the BCPA."



**2929 East Empire Street - Bloomington, Illinois - 61704**  
*Phone 309.663.7632 Fax 309.663.8411*  
**<http://www.prairieaviationmuseum.org/>**

October 17, 2011

Mr. Mike Kimmerling, Fire Chief  
Bloomington Fire Department  
Fire Station #1  
310 North Lee Street  
Bloomington, IL 61701

Dear Chief Kimmerling,

On behalf of the Prairie Aviation Museum and all those in the community who attend our 5th annual *Day at the Airport* event on September 17<sup>th</sup>, I want to express our appreciation for your willingness to have one of the airport Striker fire trucks on display. It was a great opportunity for our guests to see this special equipment in operation and learn how our community is protected by it and the firefighters.

I know that many people visited with the firefighters and learned all about the work done by those that are stationed at the airport. Our community is very fortunate to have this life saving equipment and trained firefighters. Please express our appreciation to all those who adjusted their Saturday schedule to attend this event.

Thanks again for helping make our event a real success. I have enclosed a couple of pictures from that day.

Sincerely yours,

A handwritten signature in black ink that reads "Mike".

Michael R. Sallee, Director Community Outreach  
Operations Chief, 2011 A Day at the Airport

To: George Kutz/Cityblm@Cityblm, Robert Henson/Cityblm@Cityblm  
From: Katie Stamp/Cityblm  
Date: 11/23/2011 02:16PM  
Cc: Colleen Winterland/Cityblm@Cityblm, Jim Karch/Cityblm@Cityblm  
Subject: "Thanks"

A resident that called this morning, about her neighbor putting out boards with nails in them, just called back to say "thanks" and "a good job done" for getting that picked up while we are so far behind schedule. She is from 2002 E Taylor.

Also, 322 Garfield called to say what a "good job" the crew did picking up leaves in their area.

Thanks,

Katie Stamp  
City of Bloomington  
Public Works Dept.  
(309)434-2225

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To: "jmcqueen@cityblm.org" <jmcqueen@cityblm.org>, "rmckinley@cityblm.org" <rmckinley@cityblm.org>  
From: Suzanne Scifres <SScifres@hbtbank.com>  
Date: 12/02/2011 08:52AM  
Cc: National City Bank / PNC <Terry.Sprague@pnc.com>  
Subject: FISA Presentation by Carl Fever November 17, 2011

Mr. McQueen and Chief McKinley,

Carl Fever, Bloomington PD Crime Analyst, provided a presentation to the FISA (Financial Institution Security Association) group on Thursday, November 17<sup>th</sup> regarding crime analysis and mapping.

I wanted to let you know how beneficial Carl's presentation was to our FISA group. Carl's presentation was excellent in that it provided our group with valuable insight on the functions of law enforcement's utilization of statistical analysis and crime mapping in our community.

The information and resources provided in the presentation are valuable tools for us as members of the local banking community. Especially beneficial were several key points of Carl's presentation: the "raids online" website, the methodology of analyzing statistical data to determine criminal patterns for an emphasis in preventative efforts, and the information gathering and sharing between law enforcement agencies as a common beneficial practice.

Thank you for implementing these type of processes and for allowing us to get a glimpse of these protective measures!

Carl did an excellent job with his presentation; it's quite evident that he's very knowledgeable on the subject of crime analysis and very skilled at utilizing the related resources.

We appreciate having a local law enforcement agency that is diligently working to keep our community protected from criminal activity!

Thank you,

Suzanne and Terry

## Appendix

### Police Department cont...

#### **Administration**

School Resource Officer (SRO) Arnold made 13 reports, five arrests, three ordinance violations, one home visit, spoke with six parents, and made a visit to Stevenson Grade School. SRO Evans had service calls for twelve theft issues, six order of protection, ten suspicious vehicles, 21 disorderly conduct, nine child custody issues, eight truancy issues, and nine fights. He held six crisis drills. SRO Hirsch met with 19 parents, assisted principals with interviews of 27 students, assisted with two medical emergencies, recovered one runaway, conducted a lock down drill, conducted locker searches with school administration, and issued one ordinance violation for fighting. SRO Wagehoft issued three ordinance violations, completed an evacuation drill by bussing 700 students to Double Tree Hotel and back to school, set up community service in school for students serving court time, assisted with a fire drill, helped facilitate a reading program for a special needs child.

Public Affairs Officer White attended Alcohol Prevention meeting with ISU students, Tracy Drive Neighborhood Watch, Downtown Traffic Committee, STAC meeting, printed State Farm agents, held a bank robbery class, completed several tours, and represented the PD at Eastland Mall for Halloween.

#### **Communications cont...**

##### **Incoming Phone Calls**

Administrative (non-emergency)	8055
911 Calls (wireline & wireless) total	2151
911 Calls - Wireline	447
911 Calls - Wireless	1704
<b>Total All Calls</b>	<b>10206</b>

##### **Dispatched Calls**

Police	6225
Fire and EMS	862
<b>Total Dispatched Calls</b>	<b>7087</b>

##### **Daily Call Averages**

Administrative (non-emergency)	260
911 Calls – Wireline and Wireless	69
All Calls per day average	329
Police Dispatches	201
Fire and EMS Dispatches	28
<b>Average Dispatches per day</b>	<b>229</b>



Two full-time telecommunicators were hired the first week of October bringing us to our fully authorized staffing of 16 full-time employees. Two telecommunicators attended the 17<sup>th</sup> Annual Illinois 911 Conference in Springfield. The SQL database was upgraded on the live and test Computer Aided Dispatch system. The upgrade went well and is in preparation for a later software update.

<b>Ring Time Ranges (9-1-1 Incoming) – State mandate is 90% answered within 10 seconds</b>				
0 to 3 Seconds	4 to 6 Seconds	7 to 9 Seconds	10 to 12 seconds	% of total calls answered within 10 Seconds
<b>74.80%</b>	<b>23.30%</b>	<b>1.30%</b>	<b>0.20%</b>	<b>99.40%</b>

**Vice**

The following activity was generated by the Vice unit: 10 cases opened; 17 cases closed; eight search warrants executed; \$11,419.93 seized; property valued at \$38,200 seized. The following drugs were seized/purchased: 11.3 grams crack cocaine seized; 33.3 grams crack cocaine purchased; 158 grams cannabis seized; 20.30 grams cannabis purchased; 23 grams powder cocaine seized; 19.3 grams powder cocaine purchased; 29.5 grams heroin seized; 12.50 grams heroin purchased; 2050 grams of an unknown drug seized (sent to the lab for testing); three vehicles seized pending forfeiture proceedings.

**United States Marshals**

The US Marshals opened 31 cases; closed 24 cases; made 16 hands-on felony arrests; two misdemeanor arrests; two arrests made by other agencies based on leads provided by local task force; one detainer lodged. The local task force officers assisted the Peoria office with a federal warrant roundup in Pekin. A total of twelve subjects were taken into custody on federal warrants. They also assisted CID in locating a subject wanted for predatory criminal sexual assault. The subject was located and arrested hiding in the basement of a residence on the west side of town.

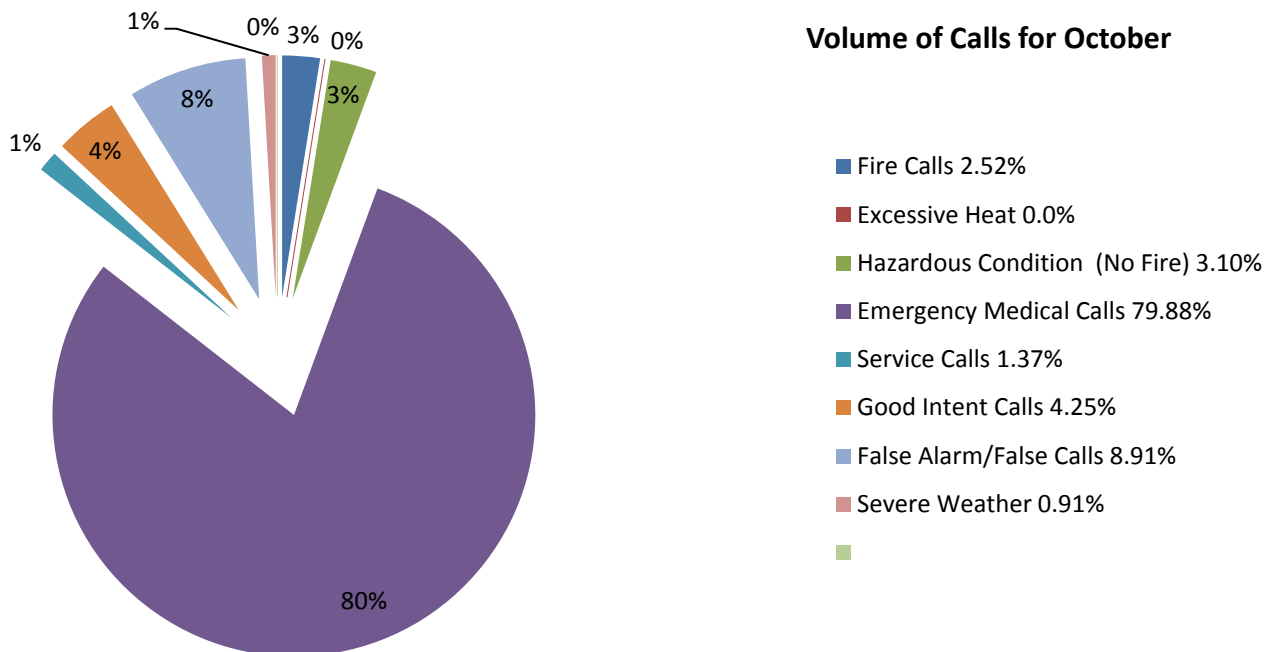


## Fire Department cont...

In October we had one structure fire that did around \$65,000 damage to a garage and some of the vehicles and contents. That was the major fire for the month. Along with that fire the Department responded to 870 calls for service. As the chart shows 80% of those calls were EMS related. This is the trend we have seen for years and is expected to remain this way in the years to come.

The Airport Crash trucks responded twice to calls at the airport, one to assist with an EMS call and one for alarm activation at one of the hangars at the airport. Along with the Crash units Truck 3 and Ambulance 3N17 also respond to these calls at the airport. There were no HazMat calls for the month of October.

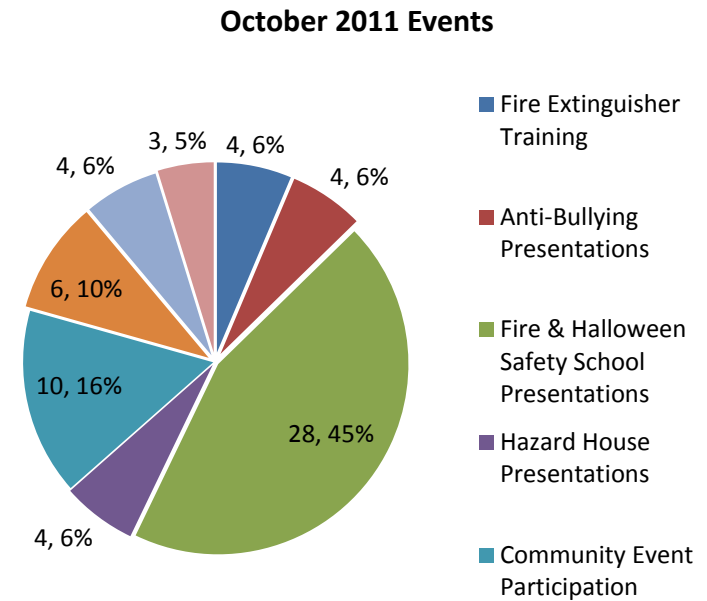
The Department has started an initiative to pre-plan as many of the commercial structures, apartments, and Churches as we can. This will take several years to complete the plans for all of these structures but when it is done it will provide our firefighters with information such as location of standpipes, fire control systems, and other useful information that we need to provide effective service to our customers. This information is being put into electronic form so that when we get a call for service the information is displayed on our computer in the cab of the vehicle.



## Fire Department Public Education Office

**Fire & Life Safety Events** were held at the following locations:

- Sheridan Elementary
- Fox Creek Elementary
- Benjamin Elementary
- Washington Elementary
- Oakland Elementary
- Northpointe Elementary
- Stevenson Elementary
- Cedar Ridge Elementary
- Bent Elementary
- Colleen Hoose Elementary
- Irving Elementary
- Pepper Ridge Elementary
- St. Mary's Elementary
- McLean County Health Department
- Bloomington Public Library
- Cub Scouts Pack Meeting
- Bright Horizons Pre-School
- A Child's View Pre-School
- Katie's Kids Pre-School
- District 87 Personnel



## Fire Evacuation Drills

- Central Catholic High School
- Northpointe Elementary
- Sarah Raymond School
- I.B.M.
- Stevenson Elementary
- Bright Horizons – Wesley United Methodist Church
- Cedar Ridge Elementary
- Fox Creek Elementary
- Bloomington Junior High School

**Public Works Department cont...**

**Street & Sewers**

<b>Work Type</b>	<b>Average Age</b>	<b>Average Completion</b>	<b>Average Hours Worked</b>
Cave In	66.00	0.50	22.75
Contractor	25.83	13.09	16.17
Drainage	-6.00	0.00	10.00
Drainage Tile	1.00	1.00	26.00
Hot Asphalt	9.00	12.50	222.50
Inlet Lead Repair	519.00		12.00
inlet pair	1.00	3.00	79.00
Inlet Repair	157.09	6.50	125.77
Lower Manhole	218.50	94.00	42.00
Mailbox	110.54	70.24	1.58
Main Repair	324.40	96.40	48.90
Manhole Repair	132.33	0.00	42.67
Pavement Repair	-2.00		22.25
Perm Patch	35.67	42.40	137.17
Service Repair	268.83	107.50	46.00
Sidewalks	380.88	205.25	14.72
Water	48.98	12.77	16.91

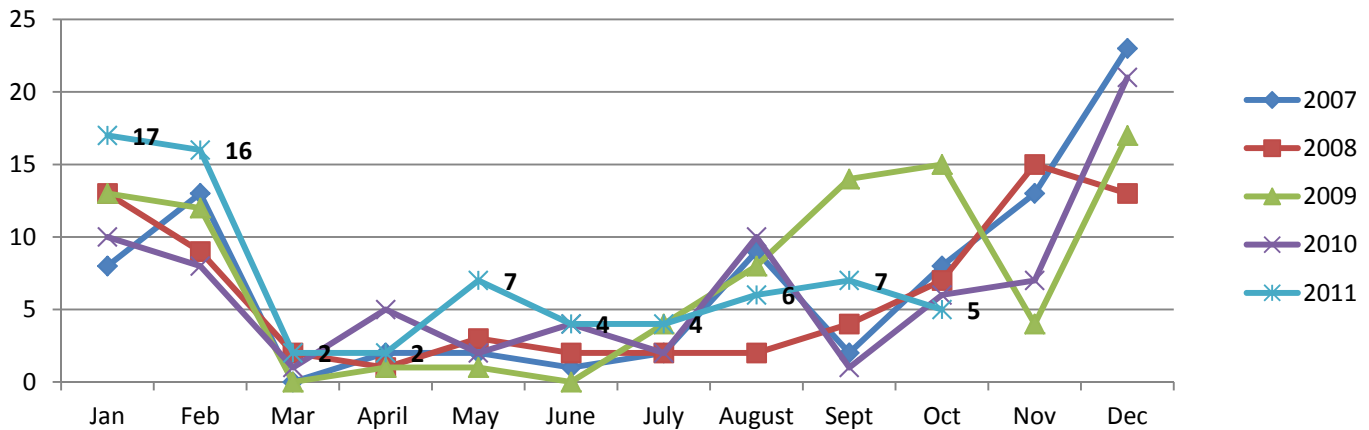
<b>Work Type</b>	<b>Jobs Remaining</b>	<b>Work Type</b>	<b>Jobs Remaining</b>
Backfill	2	Main Repair	7
Cave In	5	Manhole	1
Cold Mix	38	Manhole Repair	1
Contractor	2	Misc	2
Culvert	3	Pavement Repair	18
Curb	50	Perm Patch	27
Drainage	2	Service Repair	4
Drainage Tile	1	Shoulders	5
Hot Asphalt	1	Sidewalks	3
Inflow/Infiltration	2	Snow Plow	1
Inlet Lead Repair	1	Storm Sewer	1
Inlet Repair	42	Sump Line Repair	6
Lower Manhole	3	TV	1
Mailbox	2	Water	23
			254

**Water Department cont...**

**Infrastructure cont...**

During the month, we repaired five water main breaks; four were on six inch water mains and one was on a twelve inch main.

**Water Main Breaks By Month**



During October, we replaced/repaired nineteen water service lines/curb stops. Most of these were very old lead (the metal) service lines. Any time that we can remove lead from our water system, it is a good thing.

We installed another 617 Radio Frequency (RF) meters during the month. Our goal for this Fiscal Year (FY12) is 6,000 units. Currently we have installed 3,447 meters this fiscal year and this puts us about 58% toward our goal. When completed, the meter change-out program will reduce the amount of Meter Readers needed. Since this is a multi-year project, those positions (currently the Department has two Meter Readers) will be eliminated within 3-4 years. (Relates to: Strategic Plan Goal #1 – Financially Sound City Providing Quality Basic Services, Objective #4- City services delivered in the most cost effective, efficient manner.)

**Radio Frequency (RF) Meter Installations**

	<b>FY 2012 installs</b>	<b>Total for FY 2012 installs</b>	<b>Total for RF meters in system</b>	<b>Total # of meters in system</b>	<b>RF as % of total meters</b>	<b>FY 2011 installs</b>
<b>May</b>	595	595	10,658	30,063	35.5	<b>346</b>
<b>June</b>	516	1,111	11,174	30,092	37.1	<b>579</b>
<b>July</b>	309	1,420	11,483	30,111	38.1	<b>662</b>
<b>Aug</b>	683	2,103	12,166	30,144	40.4	<b>627</b>
<b>Sept</b>	727	2,830	12,893	30,155	42.8	<b>475</b>
<b>Oct</b>	617	3,447	13,510	30,190	44.8	<b>493</b>
<b>Nov</b>						<b>335</b>
<b>Dec</b>						<b>83</b>
<b>Jan</b>						<b>51</b>
<b>Feb</b>						<b>60</b>
<b>Mar</b>						<b>191</b>
<b>Apr</b>						<b>265</b>
<b>Total</b>	<b>3,447</b>	<b>3,447</b>	<b>13,510</b>	<b>30,190</b>	<b>44.8</b>	<b>4,167</b>

## Water Department cont..

### Financial

The monthly tracking of the financial condition of the Water Department as compared to the FY 2010/11 budget is as follows: (Relates to: Strategic Plan Goal #1 – Financially Sound City Providing Quality Basic Services, Objective #1- Budget with adequate resources to support defined services and level of service.)

	Budgeted revenue	Actual revenue	Difference - budget versus actual revenue	Budgeted expenses	Actual expenses	Difference -budget versus actual expenses
May	\$1,259,570	\$1,107,116	(\$152,455)	\$1,496,847	\$737,006	\$759,841
Jun	\$1,407,824	\$1,230,207	(\$177,617)	\$1,496,847	\$855,854	\$640,993
July	\$1,710,182	\$1,463,884	(\$246,298)	\$1,496,847	\$1,157,883	\$338,964
Aug	\$1,402,814	\$1,864,639	\$461,824	\$1,496,847	\$1,156,513	\$340,333
Sep	\$1,402,054	\$1,460,492	\$58,438	\$1,496,847	\$3,552,364	(\$2,055,517)
Oct	\$1,402,054	Not yet available	Not yet available	\$1,496,847	Not yet available	Not yet available
Nov						
Dec						
Jan						
Feb						
Mar						
Apr						
FY	\$8,584,499			\$8,981,084		

Our overall position is that we are negative in actual net income by \$333,285 at the end of September. This, however, was budgeted as we expected to use some funding from reserves in FY 2012. The October figures were not available at the time of this report.

We continue to track our delinquent customers closely and will use the last resort of a shut-off if the customer does not respond to requests for payment of the past due amount or by entering into a payment plan.

#### Shut Offs by Billing Cycle and Date

Billing cycle	10/26	10/18	10/13	10/4	9/26	9/14	9/8	9/1
1				69				120
2			49				74	
3		36				19		
4	20				34			

### Cost Saving Measures

We have PDC Laboratory, our contract laboratory for many higher level tests that we cannot perform in our laboratory, pick up samples, saving us shipping fees. Approximate savings ~\$35 per month.

We negotiated a 25% discount with Underwriters Laboratories for taste & odor (T&O) samples. This saves about \$400 per month.

We started ordering Hach brand laboratory supplies for chlorine and fluoride testing through a scheduled shipment plan. This saves about \$100 per month.

By requesting competitive laboratory quotes for the Unregulated Contaminant Monitoring Rule Phase II (UCMR2) testing, we are saving about \$400 per month. There are very few laboratories in the country that are certified for this testing.

We have changed the amount of time between filter backwashes from 48 to 72 hours. Although it is difficult to quantify this in terms of dollars saved, it will clearly save some costs because the number of backwashes throughout the year (each one requiring a large pump to be used) will be reduced. This is being done with no negative effect on water quality.

The Water Department integrated the entire JULIE locating system into its workload without adding any personnel. Previously it just located the buried water infrastructure. This service performed by the Department now includes locating the infrastructure related to water, sewer, storm water, sump pump lines, traffic signals, street lights and fiber optic lines. This involves responding in one fashion or another to over 16,000 locating requests each year. This was done without adding any Staff but has made getting other work done more challenging. It has reduced the costs to locate for other City Departments that had previously located their own infrastructure, so that when an after-hours JULIE request was responded to, representatives from three different departments would mobilize for the same location. This is now handled by one temporary employee. This amounts to a monthly savings of at least \$1,000 per month.

Rick Twait, Water Purification Superintendent, negotiated a new three year contract for the off-site reactivation of our Granular Activated Carbon (GAC). This will lead to considerable savings over the next three years. Looking at the revised contract and using our experience with the annual change-out of GAC, we should save about \$5,300 month or over \$60,000 per year.

## **Parks, Recreation and Cultural Arts Department cont...**

### ***BCPA Main Stage and Spotlight Events***

*Rickie Lee Jones* - Grammy winner Rickie Lee Jones performed to an audience of 400 people on Saturday, October 1<sup>st</sup>. She came to the BCPA on her "Old School" tour, which featured hits from her critically acclaimed first two albums.

*Rockapella* - A cappella superstars Rockapella returned to the BCPA on Saturday, October 8. The group had performed their holiday show at the BCPA in 2008, returning this time with their traditional program, to the delight of over 400 patrons. The event was the first of a pair of programs presented in conjunction with Illinois State University's homecoming. ISU's men's a cappella group The Acafellaz, performed a warm-up set prior to the Rockapella concert.

*Goodnight Moon/The Runaway Bunny* - The BCPA's Student Spotlight Series continued on Wednesday, October 12 with two performances attended by 727 area K-12 students and teachers. The show was a huge hit and beautifully performed.

*An Evening with Brad Sherwood and Colin Mochrie* - The month continued with a performance by "Whose Line is it Anyway?" stars Brad Sherwood and Colin Mochrie on Saturday, October 15. The night of improv comedy was greeted by a raucous crowd of 838 who were wrapped up into the performance from the time the duo hit the stage. The performers participated in a meet-and-greet

prior to the show for 20 of our Arts Partners. After the performance, the BCPA staff sold to the audience ¾ of the 100 mouse traps purchased for the show's climactic improv, making up for the cost of the purchase and giving the audience members an interesting keepsake to have autographed by the performers. This show, too, was presented in conjunction, and with sponsorship, from Illinois State University's Alumni Association and 2011 Homecoming.

*Time for Three* - "Classically trained garage band" Time for Three performed on Sunday, October 16 at 3 pm. The talented chamber ensemble played to an audience of 260 people. Patrons also took advantage of a pre-show conducted by Illinois Wesleyan senior violin major Jordan Pettis.

*"Blast"* - The Tony Award-winning production "Blast" came to the BCPA on Saturday, October 22. A show that brings the spirit, sound, and vision of a marching band to a staged theatrical performance, the show was enjoyed by nearly 600 people. The evening began with a pre-show conducted by the Illinois State University Marching Band's drum line.

*Brooklyn Rundfunk Orkestrata, "The Hills Are Alive"* - Billed as a "Rock 'n' Roll Sound of Music," "The Hills Are Alive," was performed at the BCPA on Saturday, October 29 for nearly 300 people. An interesting mash-up of classic rock and songs from Rogers and Hammerstein's classic musical, the show was one of the more adventurous acts in the 2011-12 BCPA schedule.

### **Added**

*Glen Campbell, "The Goodbye Tour"* - At the end of October the BCPA announced a new event included in the 2011-12 season. Country legend Glen Campbell will be bringing his highly-publicized "Goodbye Tour" to the BCPA on Thursday, January 19, 2012. Campbell was diagnosed with Alzheimer's Disease in June and committed himself to going out on top by releasing an introspective final album and embarking on this farewell tour to sing for his devoted fans one last time. Tickets went on sale to the BCPA's Arts Partners and Seats Sponsors on October 25 and go on sale to the general public on November 3.

### **Other October Activities/Events**

The BCPA welcomed almost 1,500 people to the Center for the Youth in Harmony Festival on October 27. This popular singing competition and workshop is an annual event at the theater.

### **Also in October**

- October 3 – Kiwanis meeting
- October 4 – Technical Theater Class for students from Holy Trinity School
- October 9 – USA Ballet performance
- October 10 – Kiwanis meeting
- October 11 – Illinois Symphony Orchestra tour
- October 14 – Illinois Symphony Orchestra performance
- October 17 – Kiwanis meeting
- October 18 – Area Arts Roundtable board meeting and retreat
- October 21 – Economic Development Council Transportation Summit
- October 21 – McLean County Indian Association
- October 24 – Kiwanis meeting
- October 25 – Docent meeting

- October 28 – Illinois Wesleyan Civic Orchestra performance
- October 30 – Scottish Rite
- October 31 – Scottish Rite
- October 31 – Kiwanis meeting

The variety of performances in October highlights the BCPA's wide range of community programs and supports the growth of a vibrant downtown.

### ***Golf Division cont...***

This October showed more typical rainfall with just over three inches of rain, while last October received just short of one inch of rain. While the rainfall certainly doesn't help rounds and revenue, it also causes issues in getting our fall aerification work done. Last year at this time we had more than double of the amount of aerification done as we do this year. A good weather month in November is needed for us to get this much needed work done. Aerification of the turf is vital to allow the turf to remain healthy during the heat of summer. As we move into next year's budget, we may need to strongly consider purchasing an additional aerifier to allow us to perform more aerification earlier in the fall when the weather is more predictable.

In addition to the IHSA State Finals, we also hosted two fun fall events. The Den hosted the 4<sup>th</sup> Annual Mission Impossible tournament which had a full field of 124 players. This event brought players from areas as far as Chicago and the Quad Cities. Prairie Vista hosted the 7th Annual Vista Maze tournament which had a field of 60 players. These tournaments serve as a great way to finish out the year hosting some fun events for those from the community and beyond.

As we continue to look for ways to reduce our expenses, we were excited to be able to secure a large savings this month as the courses update our radio system. Due to FCC regulation changes, we were forced with the task of updating our radio repeaters which allow our staff to communicate between themselves and the golf course irrigation system. Through some extra leg work Den greens keeper, Rob Oliver, was able to save the operation over \$3,300 per repeater. Eventually we anticipate savings of nearly \$10,000.

### **October Cost Saving Measures**

- Found alternative source for radio repeater which saved us over \$3,300 in October.
- Sent seasonal staff home early on poor weather days to save on payroll.

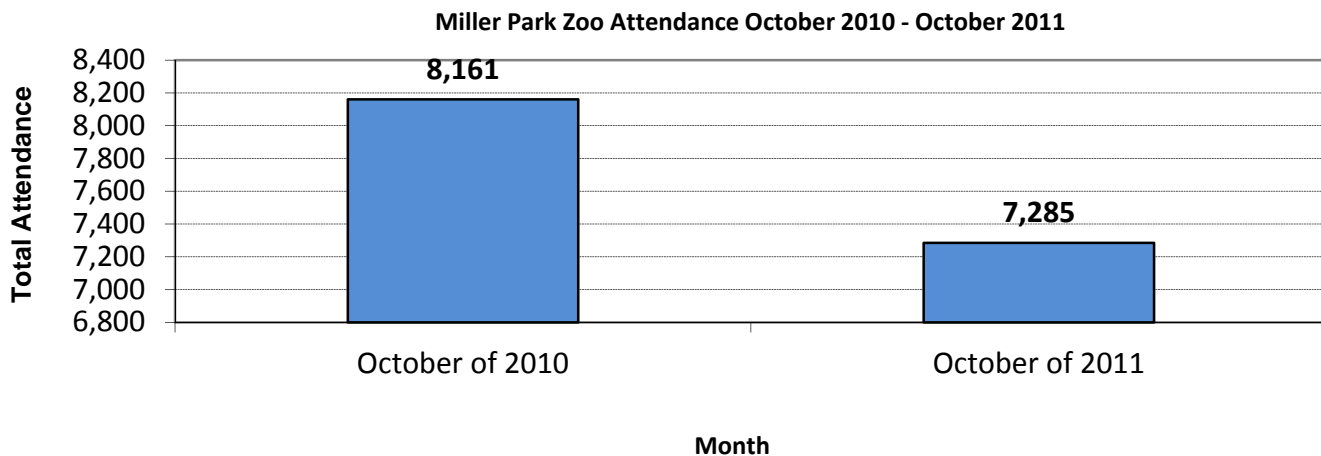
### ***Parks Maintenance Division cont...***

- Started the removal of the floor paint at O'Neil pool locker room which will be repainted as weather permits.
- Installed a new flow sensor at O'Neil pool.
- Completed winterization at Holiday pool.
- Completed the shutdown of McGraw Park fountain.
- Shut down and winterized the spray areas at McGraw Park, Tipton Park and Miller Park.
- Installed a new controller at the Tipton spray park.
- Located and replaced 15' of broken sanitary sewer line at O'Neil Park bathrooms located next to the softball field.

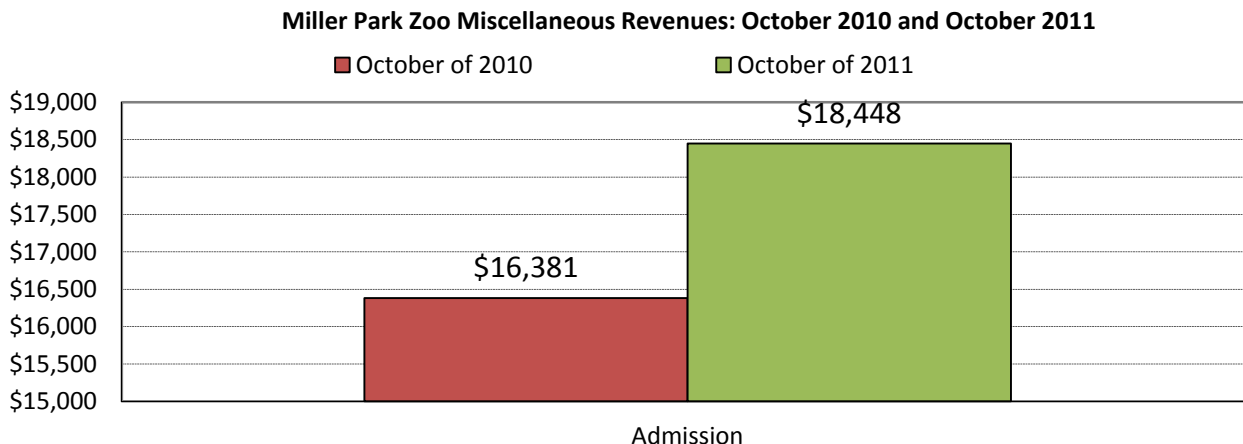


- Completed the installation of a new playground and basketball hoops at Eagle Crest.
- Completed the re placement of '750 of sidewalk at Franklin Park.
- Installed new plant bed at Franklin Park which will include, electricity, water and a possible drain.
- Installed footings for the shelter at Gaelic Park.
- Completed a Constitution Trail inspection and replaced all damaged or worn out signs.
- Completed monthly required light inspection and replaced 6 light bulbs, 4 fuses, 4 ballasts and 1 socket at Miller Park, McGraw Park and Franklin Park.
- Completed required monthly HVAC filter and hood check at the Coliseum.
- Completed heat start up and filter changes at all Parks facilities.
- Replaced control board on boiler #2, replaced outdoor temperature sensors on RTU's #4 and MAU#1 at the Coliseum.
- Repaired the boiler at the BCPA.
- Installed old Zoo furnace at the Miller Park beach house which will become a work and storage area for the utility division.
- Replaced secondary heat exchanger at Prairie Vista Golf Course.

**Miller Park Zoo**



Attendance is 0.05% down for the current fiscal year compared to last year's attendance. Attendance was less in October in 2011 than in 2010 due to cooler temperatures and main Miller Park playground being closed. Society member attendance was down 8% from October 2010.



Revenue from the gate admission is 2.8% up for the current fiscal year compared to last year's revenue. \*\*In terms of admission revenue, October 2011 was the highest month for an October in the Zoo's history.

### ***Animal Collection***

- Acquisitions—animals added to collection by transaction or birth/hatch
- 1 male Bay-Headed Tanager
- 1 male Southern Three-Banded Armadillo
- Dispositions—animals removed from collection by transaction or death
- 1 African Clawed Frog
- 1 male Southern Three-Banded Armadillo
- 2 males, 1 female Black-Billed Whistling Duck
- 1 female Scarlet Ibis
- 1 female Red-Capped Cardinal
- 1 Blue and Yellow Poison Dart Frog
- 2 Colorado River Toads cleared quarantine and are now on exhibit in Zoo Lab.
- 1 African Bullfrog cleared quarantine and is off exhibit in Zoo Lab.
- 1 male, 1 female African Hedgehog cleared quarantine and is off exhibit in Zoo Lab. This pair will be used for education but also are a breeding pair. Hedgehogs are very popular and in high demand in zoos.
- 1 male, 2 female Grey Short-Tailed Opossum cleared quarantine and are off exhibit in Zoo Lab. This pair will be used for education but also are a breeding group. This species is very popular and in high demand in zoos. There are only about 20 animals in zoos in the United States.

### ***Staff***

- Worked on animal transactions (20 pending)
- Offered position for newly created Zoo Curator.
- Work has begun in preparation of the first master plan workshop with consultants that will take place in Mid-November. The Master Plan is expected to cost \$123,780 (\$110,280 plus \$13,500 maximum for reimbursables) of which the City is responsible \$10,000 from the zoo budget. The rest of the cost will be covered by the Miller Park Zoological Society.

### ***Notes***

- Held annual Halloween at the Zoo. Very poor weather but still beat last year's attendance numbers for the event.
- Reggie Redbird Day at the Zoo was an event that Miller Park Zoo and Illinois State University formed a partnership. This event was well attended especially considering the event was held on a Monday.

## Planning & Code Enforcement Department cont...

### Code Enforcement Division

The following table summarizes the activity of the Code Enforcement and Community Development staff for the month of October, 2011.

	Oct 2011	Oct 2010	2011 YTD	2010 YTD
<b>Residential Loan Activity (CDBG)</b>				
Initial Rehab Inspections	4	4	48	69
Work Write-ups Completed	0	2	24	61
Loans Approved	1	2	24	31
Progress Inspections	20	25	112	305
Water Services	0	0	16	0
<b>Code Enforcement Division</b>				
Complaints Received	102	67	912	1048
Inspections Completed	169	67	1168	926
Garbage, Weed, Junk, Insp.	80	25	505	513
Graffiti Complaint Inspections	0	2	16	41
Housing Complaint Insp.	17	28	202	261
Tickets Issued	2	1	32	73
Vacant Buildings (NPO)	1	0	24	0

## Historic Preservation Activity

<u>Case Number</u>	<u>Petitioner and Address</u>	<u>Request</u>	<u>Action</u>
<u>BHP 14-11</u>	Mike Manna	Requesting a certificate of appropriateness for box gutters, soffits, siding, windows, and porches for the Burr-Soper House located at 812-814 N. Prairie Street in the Franklin Square Historic District.	<b>Reviewed 54 components of multiple elevation project and approved all but a door, architectural siding, screen door, one window and door overhang.</b>
<u>BHP 15-11</u>	Mike Manna	Requesting up to \$2,500.00 Funk, Jr. Historic Preservation Grant for box gutters, soffits, siding, windows, and porches for the Burr-Soper House located at 812-814 N. Prairie Street in the Franklin Square Historic District.	<b>Approved unanimously</b>
<u>BHP 16-11</u>	Greg Shaw and Mollie Ward	Requesting a Certificate of Appropriateness to rebuild a chimney for the Italianate house located at 1104 North Roosevelt Avenue in the North Roosevelt Avenue Historic District.	<b>Approved unanimously</b>
<u>BHP 17-11</u>	Greg Shaw and Mollie Word		<b>Approved unanimously</b>
<u>Z-07-11</u>	Janessa and Justin Orwig	Requesting to eliminate the S-4 Historic Preservation Zoning District Overlay for the property located at 1001 Elder Street.	<b>Recommended Denial</b>

## Planning Commission Activity

<u>Case Number</u>	<u>Petitioner and Address</u>	<u>Request</u>	<u>Action</u>
<u>Z-07-11</u>	Janessa and Justin Orwig	Requesting the approval for a rezoning from R-2 Mixed Residence District with an S-4, Historic Preservation District, overlay, to an R-2, Mixed Residence District for the property commonly located at 1001 Elder Street. (Ward 7)	<b>Recommended approval of the request to the City Council by a vote of 5 to 2 with 1 abstention</b>

## Zoning Board Activity

<u>Case Number</u>	<u>Petitioner and Address</u>	<u>Request</u>	<u>Action</u>
Z-15-11	Tom Bryson 706 S. Center Street	Public Hearing and Review on the petition submitted by Tom Bryson, to allow the construction of a new three car garage as an accessory building with four variances as follows: <ol style="list-style-type: none"><li>1. Reduce the side yard setback.</li><li>2. Reduce the rear yard setback.</li><li>3. Increase the maximum allowed percentage of rear yard to be covered.</li><li>4. Reduce the 10' separation between the house and the structure.</li></ol> All four variances are for the property located at 706 S. Center Street. Zoned R-2, Mixed Residence District. (Ward 6).	<b>All four variances were approved by a vote of 6 to 0</b>

## Property Maintenance Board of Review

- A. Discussion and Recommendation to adopt the 2009 Property Maintenance Code with staff modifications.

Action taken - Voted unanimously to recommend the City Council adopt the 2009 Edition of the International Property Maintenance Code with proposed staff changes.

- B. Discussion of the proposed changes to the rental inspection program.

Action taken – The issues were tabled until the January 26, 2012 meeting. This was done to ensure all interested parties had adequate time to review and comment on the proposals.