

City of Bloomington: City Manager's May 2011 Monthly Report



CITY OF BLOOMINGTON

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 Alderwoman: Judith Stearns

Ward 5 Alderwoman: Jennifer McDade

Ward 6 Alderwoman: 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 Manger: Barb Adkins

City Clerk: Tracey Covert

Corporate Counsel: Todd Greenburg

Director of Finance Department: Tim Ervin

Director of Human Resources Department: Emily Bell

Director of Information Services Department: Scott Sprouls

Director of Parks, Recreation, and Cultural Arts Department: John Kennedy

Director of Planning & Code Enforcement Department: Mark Huber

Director of Public Works Department: Jim Karch

Director of Water Department: Craig Cummings

Police Chief: Randall McKinley

Fire Chief: Mike Kimmerling

Library Director: Georgia Bouda

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Executive Summary

City Clerk

- City Clerk continued to see an uptick in Freedom of Information Act Request (FOIA), receiving 76 FOIA request in May.

Library

- The Bloomington Library saw an increase of 10,000 visitors in May of 2011 compared to the same time last year.

Bloomington Parks, Recreation, and Cultural Arts Department

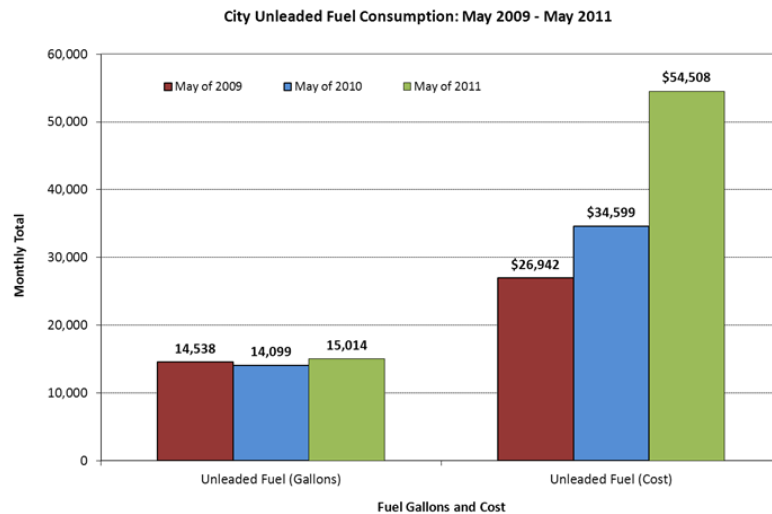
- The Park Maintenance staff witnessed an alarming increase in the number of confirmed Emerald Ash Borer infested trees.

Confirmed Emerald Ash Borer (EAB) Cases

Year	Confirmed EAB Cases
2008	2
2009	8
2010	6
2011 (As of 5/31/2011)	24

Public Works Department

- Began work on the Fiscal Year 2012 road resurfacing program.
- Fuel Management saw the cost of fuel double over the last three years while fuel consumption remained the same.



City Clerk

City Council Proceedings Completed and Approved by Council

- April 25, 2011
- May 9, 2011

Other Minutes Completed

- Executive Session - 10
- Work Session – 1
- Liquor Commission – May 10, 2011 & May 24, 2011

Outstanding Council Proceedings

Council Report Year	May of 2010	May of 2011
2007	6	1
2008	8	0
2009	6	0
2010	7	1
2011	-	1
Total	27	3

Time Spent Gathering Information for Freedom of Information Act Request (Calendar Year to Date)

Month	Number of Requests	Average Time per Request (Minutes)	Total Time (Hours)
Jan-11	91	41	62.75
Feb-11	55	39	35.3
Mar-11	95	39	62.4
Apr-11	70	30	34.7
May-11	76	53	67.05
Overall	387	45	288.4

Calendar Year to Date (January 2011 - May 2011) Liquor Licenses and Fees

Liquor License Group	Number of Vendors	Number of Licenses	Total Received	Penalties/Fees	Invoiced
Clubs	6	6	\$2,640	\$0	\$2,640
Convenience Store	7	7	\$2,123	\$0	\$2,123
Package Sales	5	5	\$1,779	\$34	\$1,763
Restaurant	43	44	\$21,243	\$55	\$21,335
Tavern	32	32	\$17,343	\$0	\$17,343
Total	93	94	\$45,128	\$89	\$45,203

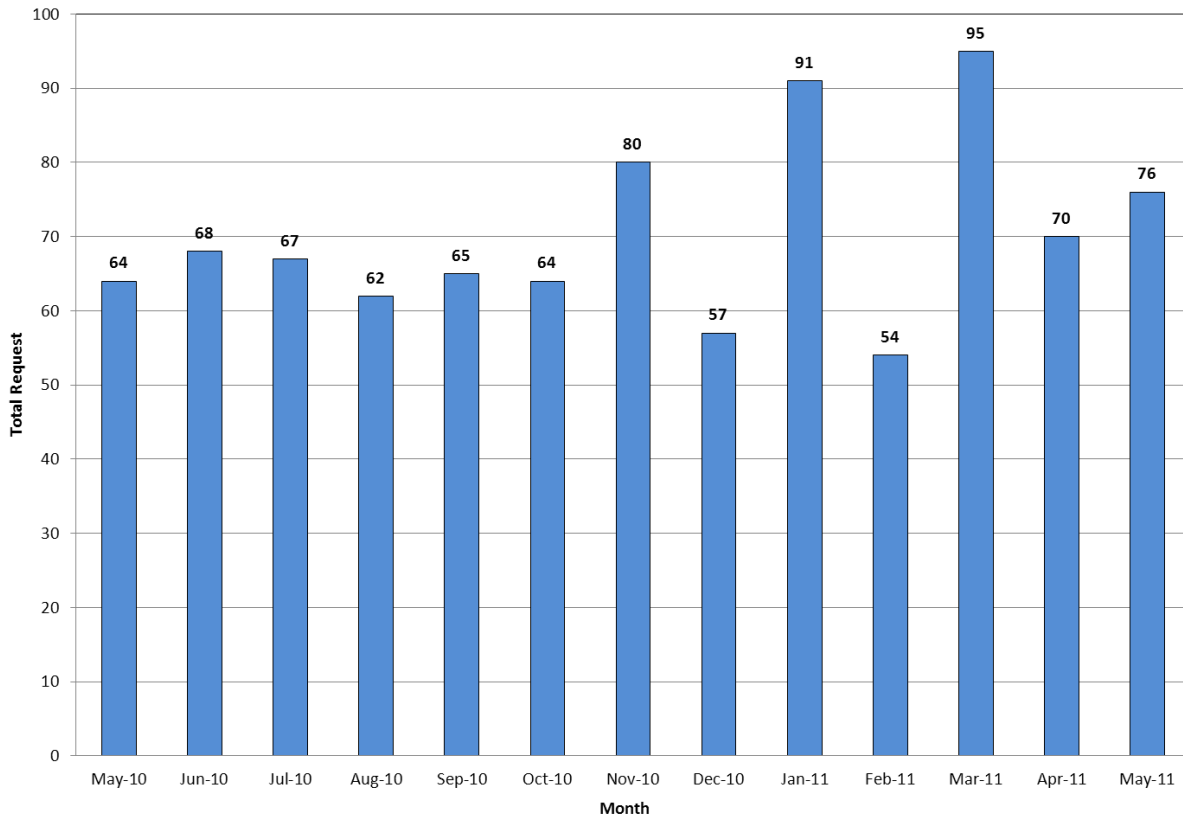
**Calendar Year to Date (January 2011 - May 2011)
Amusement and Miscellaneous Licenses with Fees**

License Group	Number of Vendors	Number of Licenses	Total Received
Amusement	16	18	\$8,957
Miscellaneous	37	42	\$4,468
Total	53	60	\$13,425

Other Items of Note

- Major focus of this office is compliance with Local Records Acts, the Open Meetings Act, and Freedom of Information.
- Provided 34 “No Solicitors Invited” cards to citizens based on Water billing insert.
- Bids Opened Completed - 4
- Contracts Established - 21
- Outgoing Mail processed in City Hall – 7206

F.O.I.A. Request by Month Since May 2010



Fire Department

This report contains the following sections:

1. Fire and EMS Response Reports – Reports prepared by Deputy Chief Siron
2. Operations Division Report – Report prepared by Deputy Chief Siron
3. EMS Billing Reports – Report prepared by The AccuMed Group
4. Training Reports – Report prepared by Training Officer Vaughn

Monthly Fire Response Report

This report gives the total number of Fire dispatches for the month, including responses for reported structure fires. The total estimated dollar loss for the month is also included. The most prevalent call types for this period are listed in order of occurrence.

Fire Response Data: May 2010 and May 2011

Fire Response Type	May of 2010	May of 2011
Fire Responses	148	137
Structural Fires	14	7
Estimated Dollar Loses (Property & Contents)	\$97,653	\$96,230

Top 5 Fire Response Types for May 2010 and May 2011

<u>May of 2010</u>		<u>May of 2011</u>	
Rank	Response Type	Rank	Response Type
1.)	600: Good intent call, Other	1.)	611: Dispatched & cancelled en route
2.)	600: Good intent call, Other	2.)	651: Smoke scare, odor of smoke
3.)	444: Power line down	3.)	745: Alarm system activation, no fire - unintentional
4.)	735: Alarm system sounded due to malfunction	4.)	622: No Incident found on arrival at dispatch address
5.)	111: Building fire	5.)	111: Building Fire

Structure Fire Spread Report

The Structure Fire Spread report takes all actual structure fires for the given month and indicates the level of fire spread from its origin. The less the fire spreads, the more successful the Department was in responding to, locating, containing and extinguishing the fire

May 2011 Structural Fire Spread, Response, and Location Chart

Confined to Room of Origin

Incident Number	Alarm Date	Alarm Time	Address	Personnel Responded
11-0003680	5/26/2011	12:17:57	603 Kreitzer Ave	14
11-0003397	5/16/2011	15:02:35	802 Arcadia Dr	12
11-0003461	5/18/2011	15:19:04	301 E Grove St	21

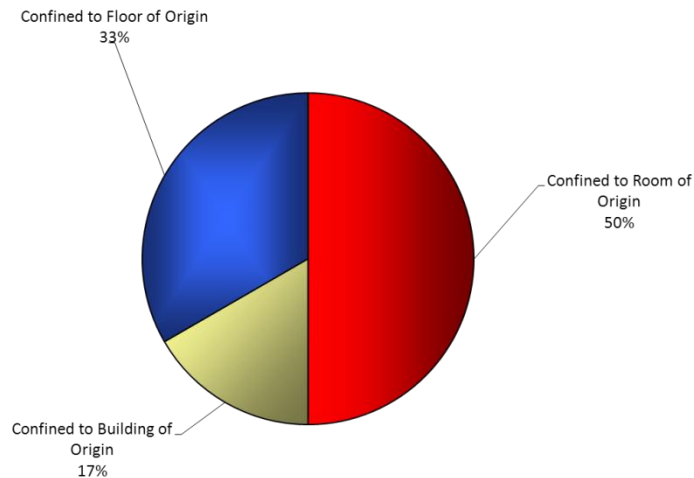
Confined to Floor of Origin

Incident Number	Alarm Date	Alarm Time	Address	Personnel Responded
11-0003465	5/18/2011	16:51:20	1309 W Locust St	17
11-0003786	5/30/2011	17:19:51	2204 Rainbow Ave	25

Confined to Building of Origin

Incident Number	Alarm Date	Alarm Time	Address	Personnel Responded
11-0003600	5/23/2011	17:47:56	2025 E Lincoln St	7

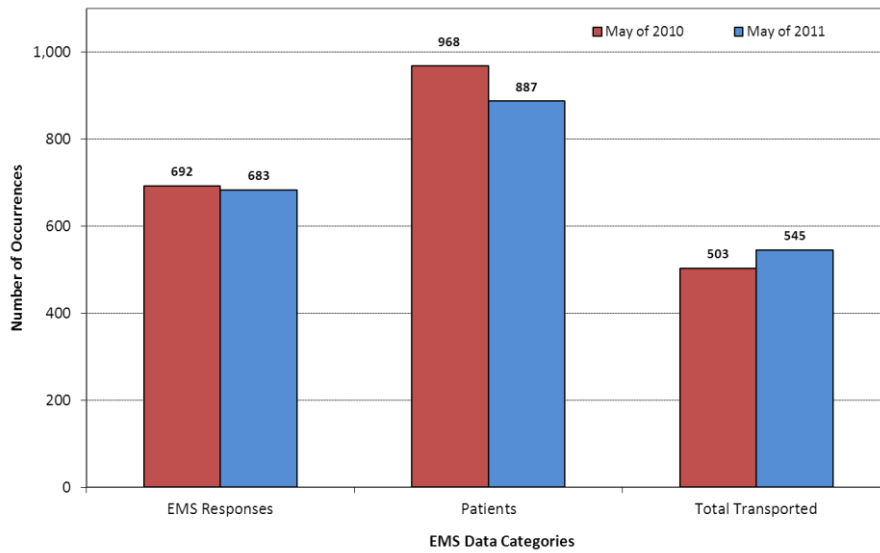
May 2011 Structural Fire Spread Graph (6 Total Fires)



Monthly EMS Response Report

This report gives the total number of EMS dispatches for the month, including total number of patients contacted. The total patients transported to a Healthcare Facility for the month is also included. The most prevalent call types for this period are listed in order of occurrence.

EMS Responses: May 2010 and May 2011



Top 3 EMS Response Types for May 2011

- 1.) Sick Person
- 2.) Traffic Accident
- 3.) Fall Victim

Fire and EMS Response Time Analysis Reports

These reports displays the averages for the different benchmarks we look for, call creation to dispatch, dispatch to enroute time, enroute to arrival time, and the overall time it takes from creation of the call until the unit arrives on scene. These reports only give the averages for the response of all Fire and EMS calls.

EMS Calls Response Time Analysis: January 2010 - May 2011

Month	Call Creation to Dispatch	Dispatch to Enroute	Enroute to Arrival	Call Creation to Arrival
	Goal: Under 1 Min.	Goal: Under 1 Min.	Goal: Under 4 Min.	Goal: Under 6 Min.
Jan-10	0:55	1:03	4:51	6:45
Feb-10	0:48	1:05	4:54	6:39
Mar-10	0:46	1:00	4:21	6:03
Apr-10	0:51	1:03	4:16	6:07
May-10	0:48	0:59	4:30	6:14
Jun-10	0:50	1:07	4:19	6:09
Jul-10	1:10	1:03	4:21	6:29
Aug-10	0:59	1:01	4:08	6:07
Sep-10	0:58	1:01	4:23	6:16
Oct-10	1:11	1:03	4:15	6:27
Nov-10	1:15	1:07	4:28	6:47
Dec-10	0:55	1:04	4:39	6:37
Jan-11	0:48	1:04	4:09	5:58
Feb-11	0:44	1:06	4:18	6:03
Mar-11	0:53	1:03	4:16	6:08
Apr-11	0:49	1:00	3:52	5:38
May-11	0:45	1:00	4:03	5:48

Fire Calls Response Time Analysis: January 2010 - May 2011

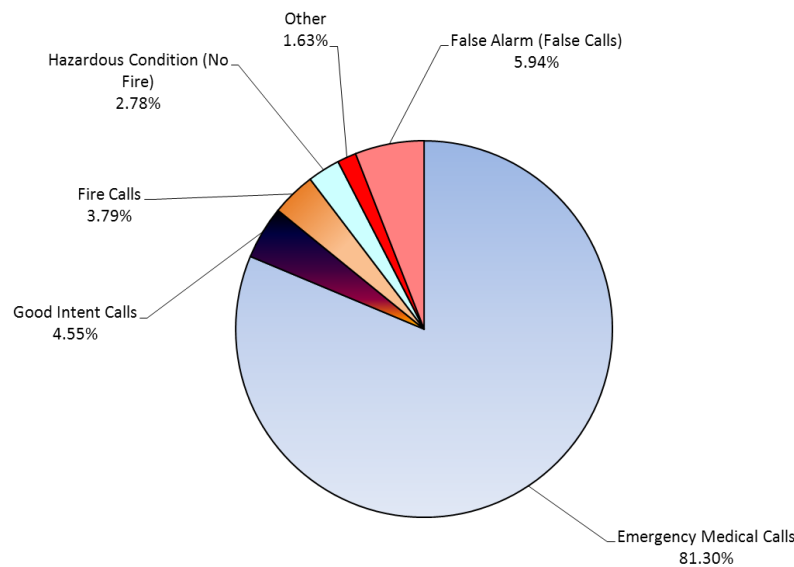
Month	Call Creation to Dispatch	Dispatch to Enroute	Enroute to Arrival	Call Creation to Arrival
	Goal: Under 1 Min.	Goal: Under 1 Min.	Goal: Under 4 Min.	Goal: Under 6 Min.
Jan-10	0:49	1:27	4:10	6:24
Feb-10	0:48	1:25	3:56	5:59
Mar-10	1:00	1:20	4:06	6:21
Apr-10	0:50	1:27	3:52	6:09
May-10	0:52	1:22	3:49	5:56
Jun-10	0:49	1:27	3:47	6:00
Jul-10	0:59	1:22	4:26	6:39
Aug-10	0:51	1:27	4:05	6:13
Sep-10	1:05	1:19	4:09	6:32
Oct-10	0:53	1:26	4:05	6:25
Nov-10	0:50	1:23	3:27	5:38
Dec-10	0:59	1:29	4:01	6:21
Jan-11	0:43	1:38	4:11	6:29
Feb-11	0:58	1:32	3:55	6:13
Mar-11	0:56	1:21	3:20	5:36
Apr-11	0:44	1:30	3:25	5:20
May-11	0:45	1:30	3:13	5:26

Operations Report

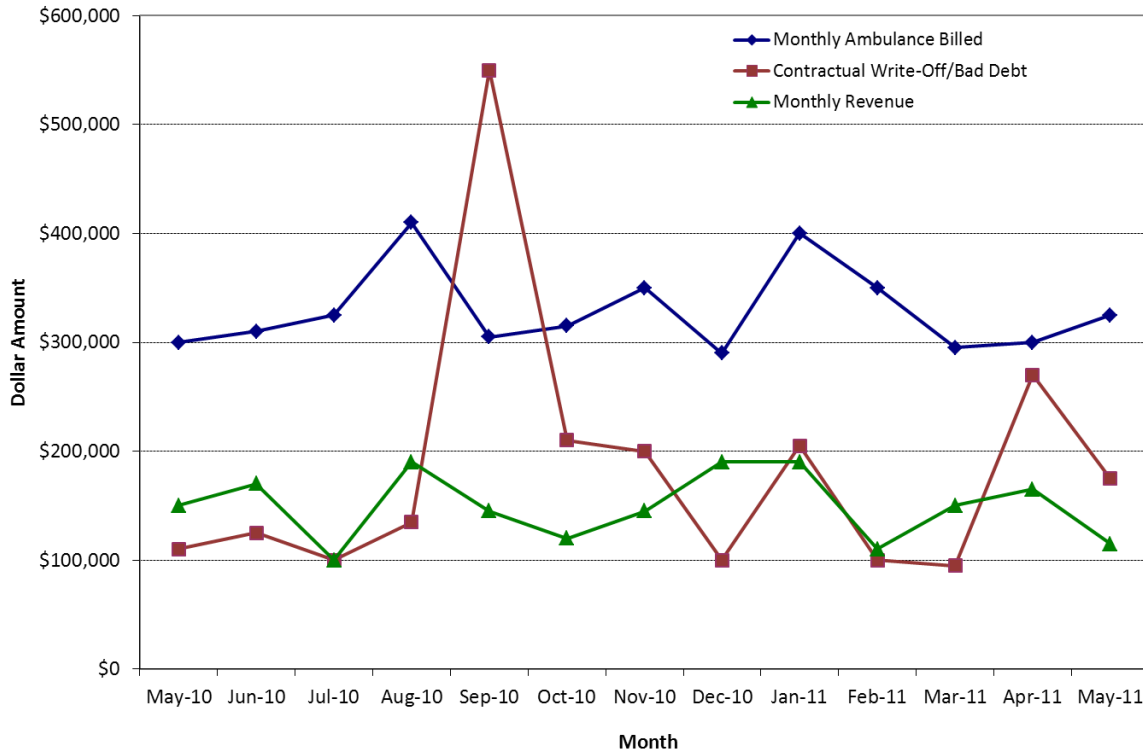
In the month of May the Fire Department responded to 790 calls for service. As in the past, approximately 80 percent of the calls were EMS coming to 642 calls. May was a month that showed an increase in fire loss with the loss of a mobile home and a fire in an apartment as well as several smaller fires. The total loss for the month was \$97,145. There was at least one fire that was investigated and ruled arson and at this time our department is cooperating with the ATF agents in Kansas City to help solve this and other possible arsons in Missouri and Illinois.

As well as the emergency response we did start the hydrant inspection program again. Through the end of the month the men have inspected around 300 hydrants. This accounted for less than two weeks of activity. Along with our department I would like to commend the water department for responding quickly to repair or replace hydrants most of the time within 4 days. This is a lot faster than the anticipated 7 day turn around.

Fire Department Operations Breakdown for May 2011



Fire Department EMS Billing: Since May 2010



- Charges represent billings for emergency transports, intercepts, and ambulance standby's.
- Revenue represents the amount of revenue collected for emergency transports, intercepts, and ambulance standbys.
- Contractual-Write Off's are the combination of contractual allowances and bad debt write off's. Contractuals are the amounts above what federal and state mandated carriers allow for EMS services. Bad Debt write off's include Financial Hardships, Bad Debt Accounts (sent to a third party collection agency for further processing), Bankruptcies, Small Balances, Workman's Compensation, and Incarcerated Patients.

Fire Department Training Report for May, 2011

For the month of May, 2011 the fire department held 143 training classes which totaled 1,715.4 class hours. The class topics have been grouped into six categories. They are Administrative, ARFF, Driver, EMS, Fire, and Hazmat. The chart below represents the proportion of classes held in these six categories for the month of May.

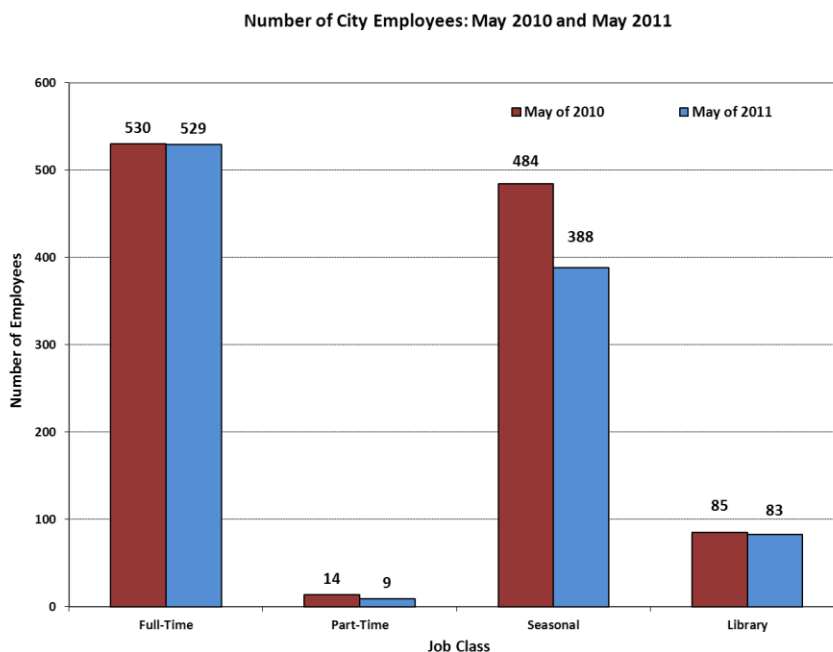
Special training projects during this month included

- Aircraft Rescue and Fire Fighting (ARFF) Initial Training and FAA required Annual Live Fire Training.
- Annual Fire Apparatus Engineer evaluations
- Fire Ground Command.
- Mass Casualty Incidents.

Human Resources Department

May Projects Completed

- Continued implementation of the Tyler/Munis software and Empower Time and Attendance systems. Work included 3 full days in Munis sessions and 2 full days in Empower sessions, weekly implementation team meetings for both software systems, various other planning and analysis meetings and time spent to produce initial documentation items.
- Continued work to develop position descriptions and set salary grades for new positions approved in the FY11/12 budget.
- Began calculation of retro pay for Fire contract
- Coordinated annual TB, respirator and HazMat evaluations for the Fire Department.
- Local 699 Labor Management meeting
- Processing FOIAs.
- Asst. Fire Chief promotional testing.
- Active negotiations with Lodge 1000 (Water). Local 362 Support Staff, Local 362 Parking Attendants, Local 362 Inspectors and Telecommunicators.
- Harassment Training for Fire Department personnel presented May 31, June 1 and June 2.
- The City offered two diabetes workshops for employees. Classes were taught by a certified diabetes educator and registered dietitian.
- "Building Healthier Employees" Wellness Challenge. The City's team competed against 9 other businesses and won second place. Tina Swanson, Wellness Coordinator, co-created the community challenge. Employees tracked exercise minutes and other healthy behaviors. The City's group increased fitness minutes by 37% over the course of the month.



Breakdown of Fulltime City Employees by Bargaining Unit and Classified Employee: May 2010 and May 2011

City Employees	May 2010 Number of Employees	May 2011 Number of Employees	Collective Bargaining Status if Applicable
Support Staff Local 362	31	29	Negotiating
Parking Attendants Local 362	4	4	Negotiating
Fire Local 49	94	96	Current
Water Lodge 1000	35	36	Negotiating
Inspectors Local 362	15	15	Negotiating
Police Unit 21	96	99	Requested to bargain
Sergeants & Lieutenants	20	20	Requested to bargain
Public Works & Parks 699 AFSCME	107	107	Current
Telecommunicators(TCMs)	15	15	Mediation 5/18/2011
Classified	118	107	

Library Employees	April 2010 Number of Employees	April 2011 Number of Employees	Current Status
Library 699 AFSCME	29	30	Negotiating
Library Classified	11	12	

City of Bloomington May Vacant Full Time Position Status

Current Positions Position	Status
Property, Records & CSO Manager	In process
Marketing Associate – Parks, Rec. & Cultural Arts	Filled - Nora Duckowitz
Department Secretary - Legal	In process
Patrol Officer	Filled - William Leopold
Paralegal - Legal	In process
Recreation Associate - Parks, Rec. & Cultural Arts	In process
Performance Auditor - Administration	In process

Information Services Department

Enterprise Resource Planning (ERP) Project - Munis

May 2011 – Munis project accomplishments for May 2011 were the following:

Key Accomplishments

- Financials
 - Data Conversations – The following conversions of legacy data to the new Munis systems were accomplished.
 - Chart of Accounts 2nd Pass to Munis training database (TRAIN)
 - Accounts Payable Vendor Master 2nd Pass to TRAIN & live database (LIVE)
 - Accounts Receivable Customer Master 2nd Pass to TRAIN & LIVE
 - General Ledger Actuals (2010, 2011) 1st Pass to Tyler for eventual load to TRAIN
 - Budget (2010, 2011) 1st Pass to Tyler for eventual load to TRAIN
 - Tyler Forms 1st & 2nd Proof & Revisions
 - Purchase Order
 - Accounts Payable Check
 - General Billing Invoice & Statement
 - Accounts Receivable Receipt
 - Core Team & Super User Training
 - General Billing
 - Purchasing
 - Budgeting
 - Bid Management
 - Contract Management
- HR Payroll
 - Payroll Training Days 1 – 6 were completed
 - Paycheck & Direct Deposit Forms Kit were completed and sent to Tyler
 - Static Environment Test session was held to test initial HR/Payroll setup
- Time Keeping & Scheduling
 - A two day onsite requirements gathering session was held by Empower.
 - A half day remote requirements gathering session was held specifically for benefit accruals.

Key Upcoming Events

- Financials
 - In June and July, “Day 2” training will be held for the following modules:
 - Purchasing

- Accounts Payable
- Project & Grant Accounting
- Accounts Receivable
- General Billing
- Treasury Management
- General Ledger
- Budgeting

- Import / Export Planning & Testing

- Vendor Master Go Live 6/20

- Chart of Accounts Signoff & Go Live 6/24

- Core Team & Super User Training
 - General Ledger
 - Project & Grant Accounting
 - Accounts Receivable

- HR Payroll
 - Static Environment Testing 6/23 & 6/24
 - Payroll Run
 - Check Printing
 - HR Training 7/6

- Time Keeping & Scheduling
 - Software Installation
 - Interface Requirements & Design
 - System / Technical Design Definition
 - Clock Configuration Definition
 - Reporting Requirements
 - User Demos 7/7 & 7/8

The Munis project remains on schedule and on budget.

Upgrade Firehouse Software to version 7.8.9

Information Services staff worked with BFD, NFD, Mclean County EMS and FireHouse Inc. to update our Firehouse software and database to version 7.8.9. This project was undertaken to meet the State of IL required mandate to be at the new NEMSIS (National EMS Information System) code set by May 1, 2011. This began back in early April. Changes are still coming in from the State of IL, but the software is operational and meeting the needs of our department. Staff is continuing to work with McLean County EMS to satisfy their needs for reporting against BFD EMS runs. Staff has also been working with Accumed (3rd party billing company) to correct the exported data they are receiving. Numerous Firehouse reports also needed to be changed

during and after this update to reflect all the lookup table changes introduced with the new NEMSIS code set.

Microsoft SQL Server Reporting Services (SSRS)

Information Services staff completed the setup and internal testing of the new SSRS server. SSRS is the reporting engine that will be used with the new Munis software to provide customized reports when necessary. Staff hopes to eventually replace an existing Crystal Enterprise reporting engine with SSRS. Ongoing testing with the creation of new reports will allow us to gauge how effective this new tool will be in replacing the current engine. Initial testing has been with Fire, Police and Web CMS reports, with plans to roll out some production reports later this month. As new report requests are received, plans are to develop them in SSRS first, until it is found that it is insufficient for the task. There are no known tools to migrate existing Crystal reports to SSRS. Existing reports will have to be redeveloped as time allows.

CIAU Weekly Intelligence Summary Automated Report

Information Services staff developed a new SSRS based report for CIAU to report on data being captured in the Intelligence Form library in Sharepoint built last year. This automated report runs twice a week to summarize drug location information in a format familiar with what the officers are used to seeing. Once run, CIAU can add and delete information to the report very easily. This new report will save CIAU at least an hour every time it is run.

CIAU Field Contact/Gang Contact card form & Sharepoint library

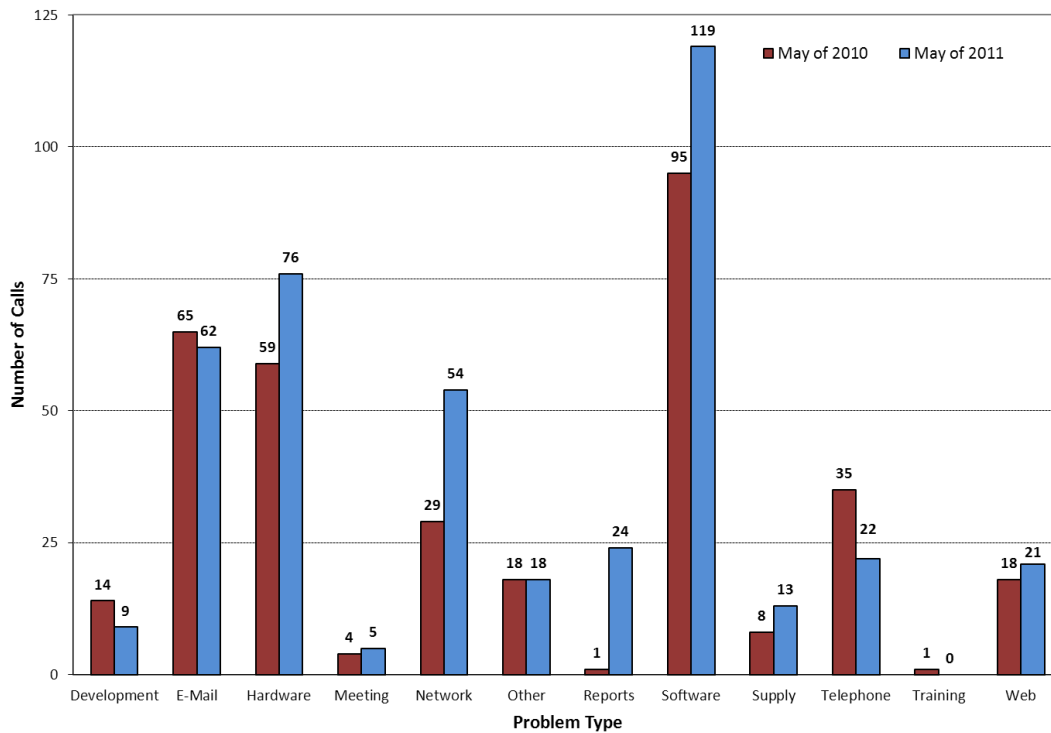
Information Services staff worked with CIAU to develop a new data system in support BPD's Strategic Plan; Goal 3, "Decrease the amount of adult and youth gang motivated crimes". The architecture of the new system is designed around updating the old gang contact card (paper based) system so officers can electronically and remotely submit gang contact data and photographs. Once the new intranet system is finished, officers will have the capability of reviewing all current and historical gang contacts, gang membership lists and identify officer safety risks associated with field contacts.

The system will increase reporting efficiencies, increase habitual offender targeting behaviors and allow for increased information sharing between shifts and divisions. This system is currently in testing and will be modified for the next few weeks to resolve any errors indicated. There are also plans to submit this data to a secure SQL database for further development and reporting capabilities.

Service Request for May 2011

Problem Type	Total Calls	Closed	Open	Pending
Consulting	1	1	0	0
Development	12	9	1	1
E-Mail	28	62	1	0
Hardware	55	76	1	4
Meeting	6	5	0	0
Network	32	54	1	2
Other	14	18	1	0
Reports	59	24	4	0
Software	90	119	2	8
Supply	4	13	1	0
Telephone	14	22	1	0
Training	0	0	0	0
Web	10	21	0	0
Total	325	424	13	15

Information Services Service Calls: May 2010 and May 2011



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.

City of Bloomington List Server Data

List Name	Total Member Count	April 2011 Increase	Increase Over Past Year
BCPA General	13,924	11	1,121
Bloomington Golf	6,647	1,999	2,323
Miller Park Zoo Tigers Tongue	2,192	177	865
BCPA Targeted Mailing	1,740	0	1,577
Parks & Rec General	1,442	19	62
BCPA Educators	909	0	0
Miller Park Zoo	507	0	11
Pepsi Ice Center	367	0	7
City Council	186	2	20
Planning & Zoning	158	0	14
Landlord Property Management	153	0	12
Parks Youth News	142	0	6
Parks Adult News	139	0	9
BCPA Patrons	136	0	0
Parks Preschool News	111	1	2
Engineering Bids	110	1	-10
Liquor Commission	104	0	8
Human Relations Commission	104	0	8
Parks Teen News	72	0	5
SOAR	68	0	3
Public Service Notices	35	0	0
Engineering Updates	16	0	-1
Total	29,262	2,210	6,042

Legal Department

Collections

Small Claims

- 11 cases were set on May 26, 2011
- 3 cases for use tax were paid prior to the court date – Total collected \$495.64
- 2 judgments were entered – Total amount due \$515.40
- 14 cases were filed for use tax collection – court date 7-7-11

Collection letters sent:

- 40 letters sent for use tax – total collected \$2,975.54 – FYTD \$2,975.54

Nuisance Parking:

- 10 letters sent
- 8 Tow Notices have been given to the process server
- Monthly Parking Ticket Payment Agreements – total collected \$1,240.00

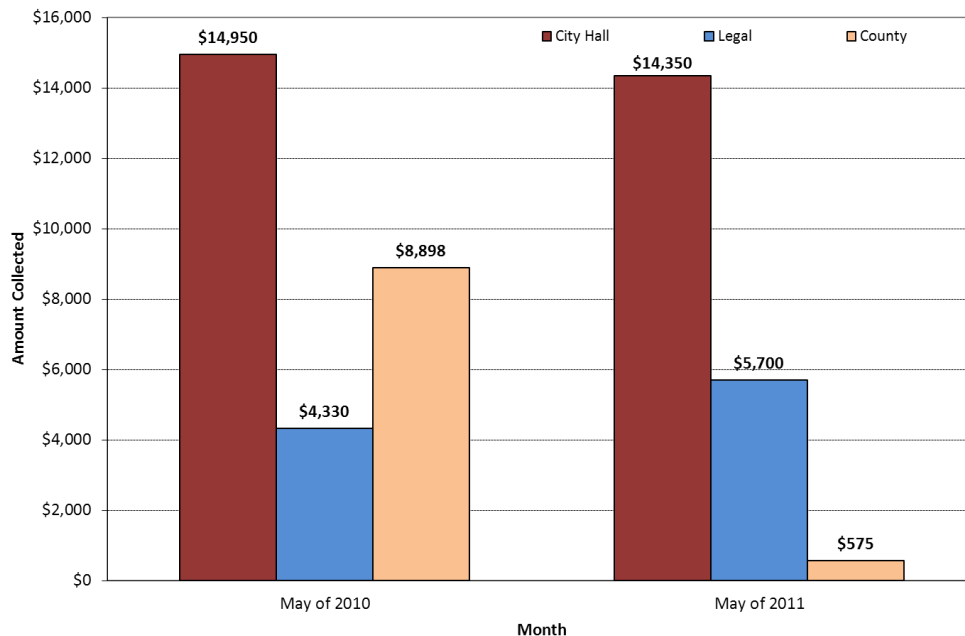
Freedom of Information Act Requests

- FOIA: 54 FOIA requests were processed through the Legal Department
- Total time spent 24.25 hours

Ordinance Violation Activity

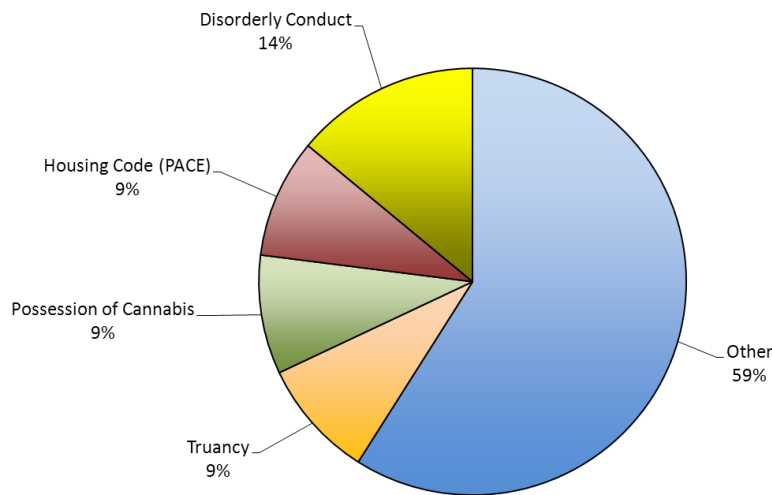
- Fines received at City Hall before filing: \$14,350.00
- Fines paid at City Hall after filing: \$5,700.00
- Post judgment fines received: \$575.00
- Total: \$20,625.00

Ordinance Violation Collections: May 2010 and May 2011



- Ordinance Violations Paid at City Hall – 81
- Ordinance Violation Cases filed: 129

Violations Filed in Court During May 2011 by Percentage of Overall Cases



- Summons prepared: 42
- Total cases scheduled for court – 346
- Trials scheduled – 15
- Post Judgment cases scheduled– 66

Unregistered/Inoperable Vehicle Compliance

- Legal continues to work with the Police Department to send out compliance tickets for vehicles that are unregistered and/or inoperable throughout the City.
- Vehicle Compliance Tickets sent this month: 13

Ordinances Drafted

- Drafted Proclamation regarding Parental Alienation Awareness Day

Contracts/Agreements

- Reviewed Personal Service Contracts for BCPA
- Reviewed Client Agreements for 2011 Health Care Insurance Plans
- Drafted Memo of Understanding between the City and West Bloomington Revitalization Project for Community Garden

Reviewed/Revised U.S. Postal Service Lease for Bloomington Finance Station (400 N. Center St.)

- Collective Bargaining Session with Library Union
- Drafted memo recommending ratification of Library Union Contract

Personnel/Human Resources

- Meeting with ASC- Claims Review on Workers' Compensation and General Liability Claims
- Meeting with HR and Police regarding personnel matter (Employee 1)
- Reviewed HR contracts (re: ERRP)

Litigation

- Drafted Memos to City Council regarding settlement of WC claims
- Negotiated settlements with property owners regarding property maintenance cases
- Negotiated settlements of liquor ordinance violations
- Negotiated settlement of housing code enforcement appeal
- Attended court hearings in repair/demolish cases
- Obtained judgment requiring demolition of unsafe building
- Drafted Motion to Dismiss appeal of Tailwinds' Liquor License denial
- Status Hearing regarding Devyn Corp. vs. City of Bloomington
- Drafted news release regarding Stearns vs. City of Bloomington
- Drafted Motion to Dismiss in Stearns v. City of Bloomington

Monthly Meeting Participation

- Attended City Council meetings and work sessions
- Attended monthly Liquor commission meeting
- Attended special Liquor commission meeting
- Participated in nuisance abatement 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 Downtown Task Force
- Attended Meetings regarding new Hockey Team Lease

Research

- Prepared Memo regarding Eligibility of Judy Stearns to Take Office
- Researched various issues for Fire Department (re: bad debt policy, collection procedures, bankruptcy)

Miscellaneous/Other

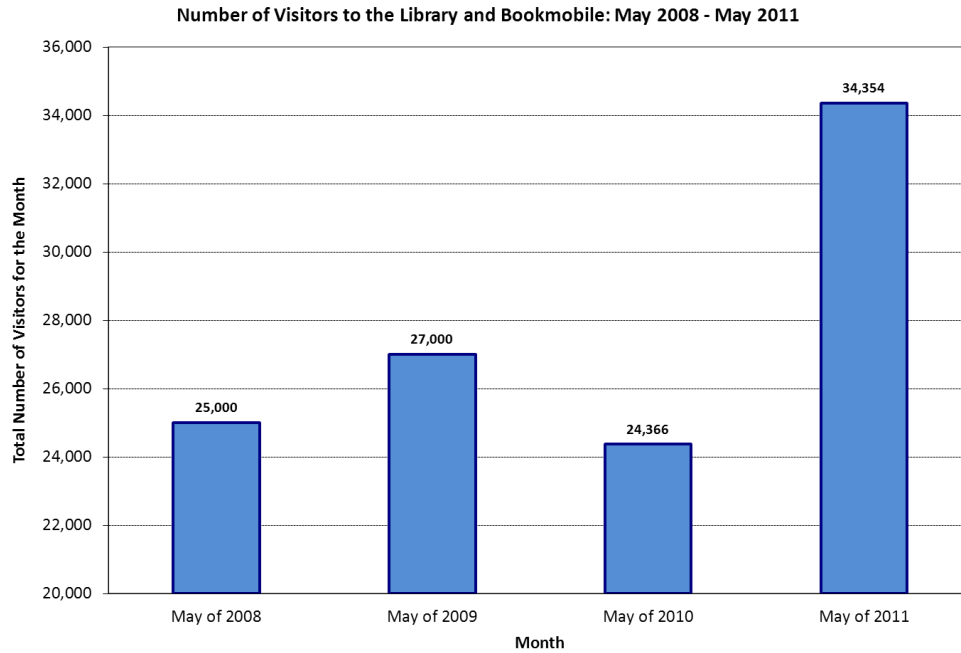
- Numerous responses to City Departments on Miscellaneous Legal Questions
- The Legal Department received 689 inbound calls that exceeded 31 hours of time. Calls typically involve but are not limited to citizen's questions, concerns, complaints, payments over the phone, as well as answering legal questions from other City Departments.
- Negotiated with prospective purchasers of distressed properties

Miscellaneous/Other (Continued)

- Attended Small Claims hearing
- Monitored demolition plans for old Howard Johnsons
- Participated in collection training
- Negotiated parking citation settlement
- Researched addresses for notices to be sent prior to hearing on new liquor license applications
- Drafted memos (re: Sale of City-owned Real Estate)
- Meeting re possible payday lending ordinance
- Meeting with Dept. Head and HR re Collective Bargaining
- Collective Bargaining Negotiations- Library
- Negotiations re Eastlake Annexation Agreement revision
- Communications with outside counsel Linda Doyle re appeal of ULP case
- Preparation of workers' compensation settlement requests for City Council
- Solicited Quotes for Second Opinion re Stearns Eligibility Issue
- Meeting with City Manager, Director of Human Relations and Department Head regarding Disciplinary Matter (Employee A)
- Meeting with Alderman Fazzini regarding overview to Legal Department
- Communication with attorney for CEFCU regarding revision to Lake Bloomington lease
- Drive to Lake Bloomington to discuss drainage issue with nearby resident
- Conversation with attorney regarding recording plat for 1st Addition, Harvest Point Subdivision
- Reviewed and signed documents for refinancing of municipal arena bonds

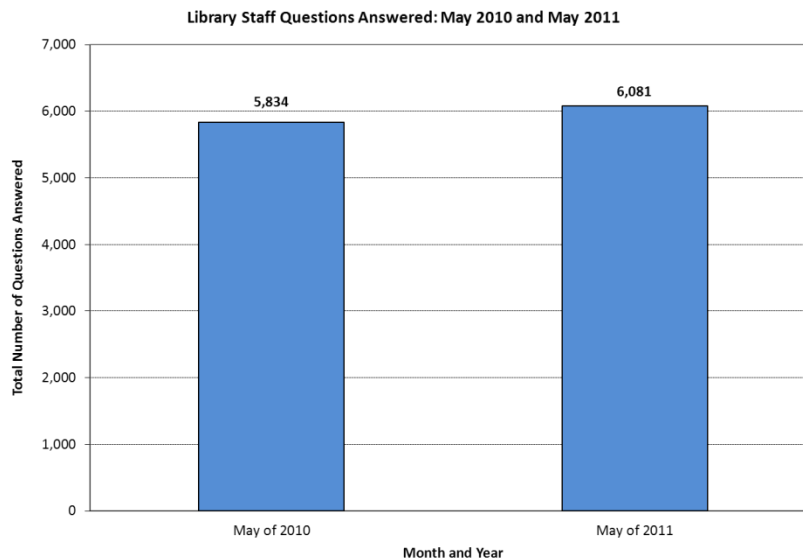
Library

1. GOAL - To expand and strengthen the Library's visibility within the community.

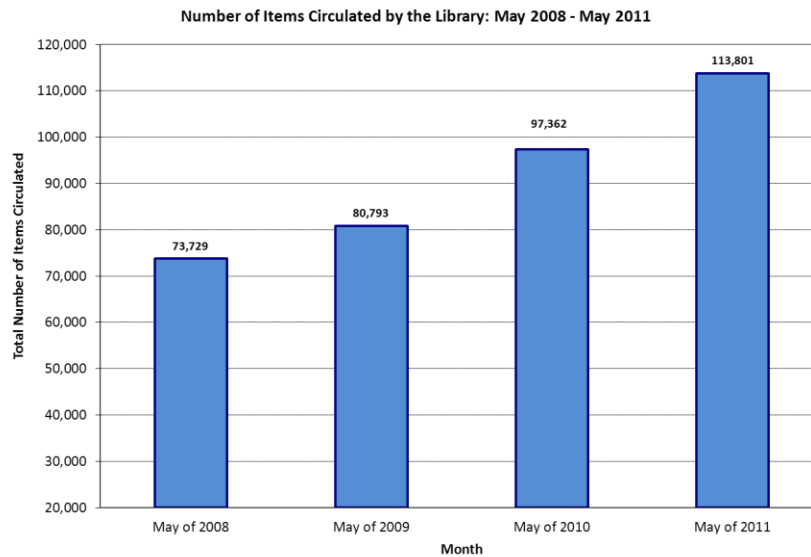


FY2012 is off to a great start with 34,354 visitors to the Library in the month of May.

2. GOAL – To become a customer-focused Library with a highly qualified, friendly and trained staff.



3. GOAL - To provide a wide range of materials, in a variety of formats, and in sufficient quantities to meet the needs of people in the community.



In May 2011, 113,801 items were checked out, a 16% increase over the 97,362 items borrowed in May 2010, continuing the 16% increase in usage experienced the last fiscal year.

4. GOAL - To develop traditional and innovative library programs that reinforce the mission and role of the Library.
 - Children's programs and attendance during the month of May:
 - Children's staff visited 17 schools and talked to 7455 students about summer reading.
 - Family story time – 20 attended
 - Eastland Mall story time – 45 attended
 - Mr. Stamps Club – 10 attended
 - Crafts – 175 made materials.
 - Summer reading began on May 31.
 - Adult Programs and Attendance:
 - Four Route 66 programs – 59 attended
 - Four Open Labs
5. GOAL - To better serve the customer and work more efficiently through the use of technology
 - The upgraded wireless network is installed and performing wonderfully.
6. GOAL - To administer a cost effective public library responsive to all segments of the community
 - The Library has received over \$1,500 in memory of a former staff member, Mary Lou Hinrichs.

Parks, Recreation, and Cultural Arts Department

Bloomington Center for the Performing Arts (BCPA)

Events

The BCPA welcomed 7,315 people over 43 different events and activities in May.

BCPA Mainstage and Spotlight Events

Beauty and the Beast

The BCPA wrapped up its 2010-11 family programming with a stage adaptation of the classic children's story *Beauty and the Beast* on Sunday, May 1. The event was sponsored by Jim and Bobbie Rutrough and was seen by 810 people. Preshow activities, sponsored by A Shining Star Learning Center, attracted an audience of 356 people.

Illinois Symphony Orchestra Education Concerts

The BCPA's 2010-11 Spotlight Series wrapped up on Wednesday, May 4. Almost 840 children attended two performances, which the BCPA helped promote as a part of our Spotlight Series.

An Evening with Lucille Ball: Thank You for Asking

An Evening with Lucille Ball: Thank You for Asking, a comedic play focusing on the life of the great American comedienne, was the final event of the BCPA's 2010-11 season. The show was well received by its audience of 718 people. One patron commented, "During the second act, I had to actually remind myself this wasn't *actually* Lucille Ball."

Other Main Activities

- May 2 – Kiwanis meeting
- May 6 – Illinois Symphony Orchestra, "Earthly Encounters"
- May 9 – Kiwanis/Kiwanis Board meeting
- May 10 – McLean County Diversity Project, "The Diary of Anne Frank"
- May 11 – Al Shepston Funeral Luncheon
- May 11 – McLean County Diversity Project, "The Diary of Anne Frank"
- May 14 – Twin Cities School of Dance Spring Recital
- May 16 – Kiwanis Meeting
- May 17 – Tri-Valley High School Spring Concert
- May 20 – Twin Cities Ballet, "Cinderella"
- May 21 – Weaver/Beer Wedding Reception
- May 23 – Kiwanis/Kiwanis Board meeting

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

One State Arts Conference

The 2011 One State Arts Conference was held in Bloomington/Normal on May 23-24. BCPA Community Engagement Manager Eric Veal was on the Planning Committee for the event which was attended by over 300 arts administrators, artists, educators, students, funders, and other community leaders from across the state.

The BCPA was host to an open house for attendees of the conference on Monday, May 23. Members of the Illinois Symphony Orchestra played a mini performance in the BCPA lobby, and members of the Heartland Theater Company did a short performance on the stage. The building received many compliments and staff was able to provide special tours to some key arts administrators.

Sound Board Demo

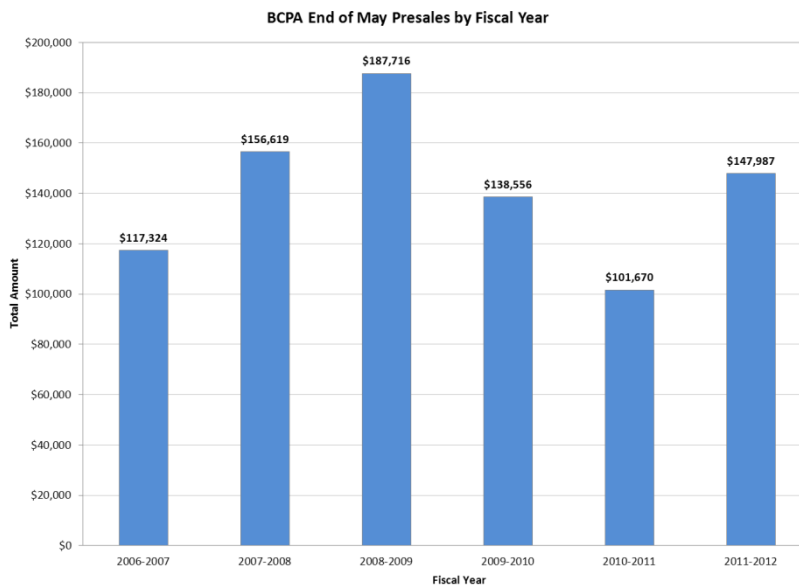
BCPA staff members participated in a sound board demo on May 25. Two Yamaha sound boards were demonstrated in the theater as part of the process of purchasing a new sound system for the BCPA, as was approved for FY 2012. A second sound board demo will take place in June.

State Farm Good Neighbor Grant

The BCPA received a \$3,000 Good Neighbor Grant from State Farm. The grant, provided as a match for service hours donated by our volunteer ushers, will go to the purchase of additional booster seats for use by children at our events.

2011-2012 SEASON

The BCPA's 2011-2012 season has been selling very well. After 23 days, pre-sales for the season stood at \$147,987 for 4,641 tickets sold.



Golf Division

The month of May picked up where the month of April left off: continuing with an abundance of both rainy and windy days. Precipitation was recorded on 17 days with measurable rainfall (.10 inches or more) recorded on 11 days. Even more impactful was receiving measurable rainfall on seven of our nine weekend days. May also brought us ten days with measured wind speeds exceeding 30+ miles per hour. Considering this inclement weather, we were fortunate to stay within a reasonable distance of May 2010. Total revenue was down 5% with rounds down 11%. Bright notes from the month included Prairie Vista showing a 6% increase in revenue and total pro shop revenues for all three courses up 10%.

During May, 130 State Farm employees and their children received group golf instruction from our staff. These lessons brought many new faces to the courses and our hope is they continue to use our facilities after the lessons are completed.

The Den at Fox Creek was privileged to host the Prairie Classic for the Mid American Junior Golf Tour. 165 youth golfers from across the Midwest converged on The Den on May 20th – 22nd. Unfortunately, the last round was cancelled due to inclement weather. We were flattered to receive an abundance of compliments regarding the course, course staff and the community in general. Prairie Vista Golf Course served host for round 1 of the Bloomington Normal Interclub tournament which pits the local golf courses against one another. Many playing in Interclub said that the course was in the best shape they'd ever seen it.

The golf maintenance staff was extremely busy during the month of May keeping up with the grass. Additionally, all of the rain created many issues in our sand traps which resulted in an increase of man hours to re-prepare the bunkers for play. We have received many compliments about the courses, despite the poor weather.

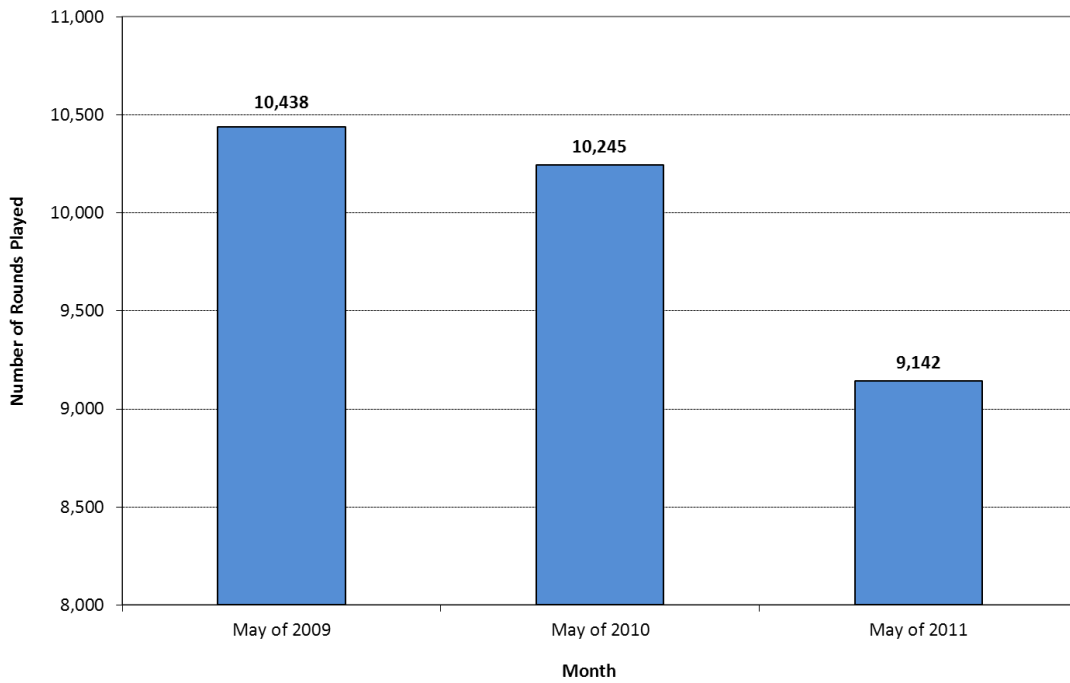
May Cost Saving Measures

- Performed several large equipment repairs in house.
- Sent seasonal staff home early on rain dates.

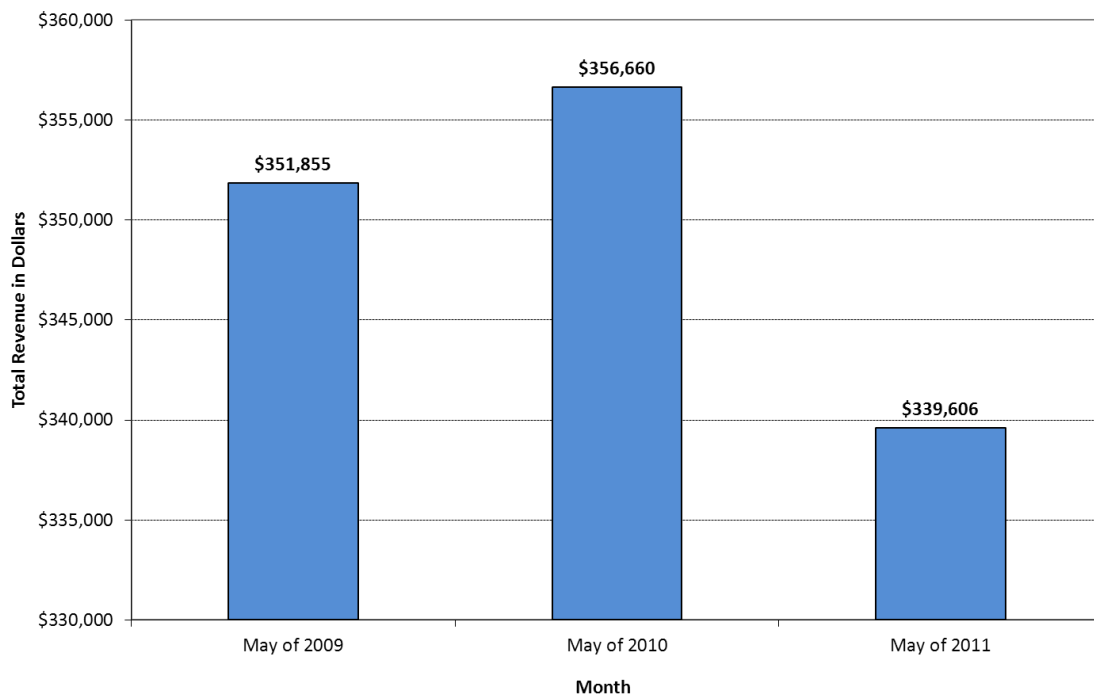
Bloomington Golf Course Data: May 2009, 2010, and 2011

	May of 2009	May of 2010	May of 2011
Shotguns Held	3	4	3
Outing/Tournament Rounds	328	598	700
Average Green Speeds - Highland	98"	102"	98"
Average Green Speeds - Prairie Vista	110"	118"	115"
Average Green Speeds - The Den	115"	123"	127"
Seasonal Man Hours	5,901	6,121	5,118

Golf Rounds Played: May 2009, 2010, and 2011



Revenue for Rounds Played: May 2009, 2010, and 2011



Parks Maintenance Division

Notable projects the Parks Maintenance Division completed in May:

- Planted 65 Trees at White Oak Park as part of a Grant Project focused on replenishing parks that lose trees due to the Emerald Ash Borer.
- Forestry completed their spring street tree planting program, planting close to 100 trees.
- Planted Flowers in City Parks, right-of-ways, and downtown Bloomington.
- Installed new grates at both O'Neil and Holiday Pool in order to make sure the pools are compliant with the Virginia Graeme Baker Act.
- Installed new baffle system at both O'Neil and Holiday Pool per request of Illinois Department of Public Health.
- Opened Park water facilities and features:
 - Holiday and O'Neil Pool
 - Spraygrounds at Tipton, Miller, and McGraw
 - Fountain at McGraw Park
- Installed new tennis light controls at O'Neil and Stevenson Park in order to try and conserve energy.
- Performed top end teardown of compressor at Pepsi Ice Center.
- Installed new expansion tank at Pepsi Ice Center.
- Installed new carousel top at Miller Park Zoo.
- Updated roller hockey rink at Rollingbrook Park.
- Replaced 38 rubber playground tiles at Miller Park.
- Repainted Pepsi Ice Center during the time the facility was shutdown.
- Painted Tipton Basketball Court.
- Installed new handicap accessibility lift at O'Neil Pool.

Emerald Ash Borer

Since the Emerald Ash Borer (EAB) was discovered by the Illinois Department of Agriculture in Bloomington during the summer of 2008, Forestry crews have been attempting to monitor the spread of EAB. As of May 31, 2011 City Forestry Crews have noticed an increasing number of cases over previous years.

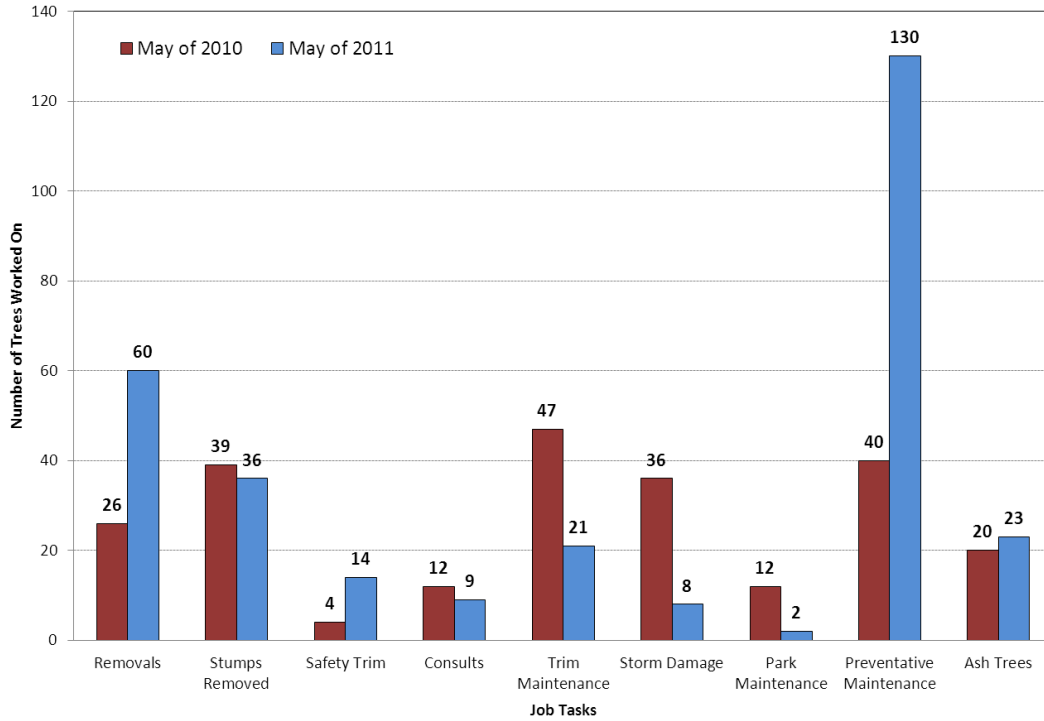
Confirmed Emerald Ash Borer (EAB) Cases

Year	Confirmed EAB Cases
2008	2
2009	8
2010	6
2011 (As of 5/31/2011)	24

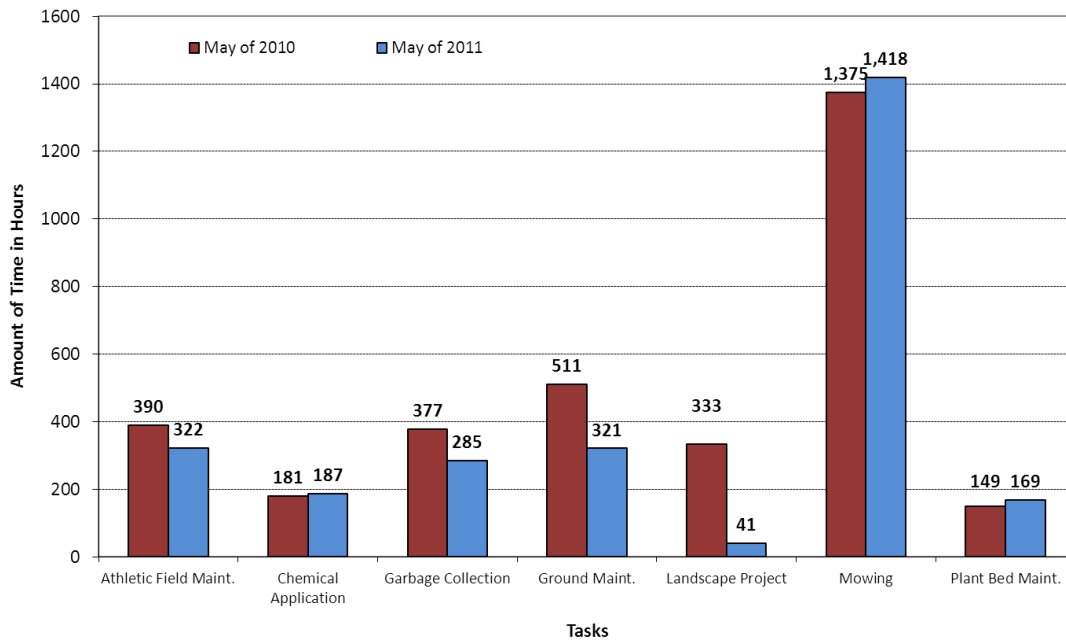
As indicated in our original EAB report, we expected a spike in confirmed cases in the 3-5 years range from the first case of EAB. The Parks Maintenance Division estimates 4,500 Ash Trees located throughout City Parks and along city right of ways. Crews are currently taking infested trees down when we receive work orders or when crews come across infested Ash Trees during their preventative maintenance circuit trimming. All brush is being chipped and logs hauled (covered) to our quarantine area. The Park Maintenance Division continues to keep large logs

set aside in the quarantined area; these logs will be cut into lumber next winter and used for various park projects.

Forestry Division Trees Worked On by Job Task: May 2010 and May 2011



Park Maintenance Field Work: May 2010 and May 2011



Recreation Division

The Recreation Division continues to help meet two of the principals in the City of Bloomington Strategic Plan: providing family-friendly activities and providing choices for entertainment and recreation. In May there were a variety of Recreation programs offered for all age groups plus three summer venues opened. Both O'Neil and Holiday pools and the Miller Boats opened on May 28. The miniature golf course opened weekends-only in April and then on May 28 it went to a schedule of being open daily that will extend through Labor Day.

The Adult Softball Leagues began their season the first week of May. We have a much smaller program this year partly due to the loss of the RT Dunn fields.

A free special event, Family Fitness and Fun Fest, was held on May 21 in Tipton Park. It was a beautiful day so a large number of families turned out for the event. Some arrived at the park specifically for the event and others stopped by the park for the playground and ended up participating. Free events provide opportunities for families unable to afford paid programs.

Registration for Summer Session programs started on May 3 for City of Bloomington residents and May 10 for non-residents. Our total income (Recreation, Ice, and Aquatics) for the month in the CLASS system, which is our registration software, was \$188,830. The total in 2010 was \$177,166.

Pepsi Ice Center

Pepsi Ice Center was closed May 16 – 28 for the bi-annual maintenance on the compressors. All programs ended on the 15th. Learn-to-Skate and Learn to Play classes do not start until June.

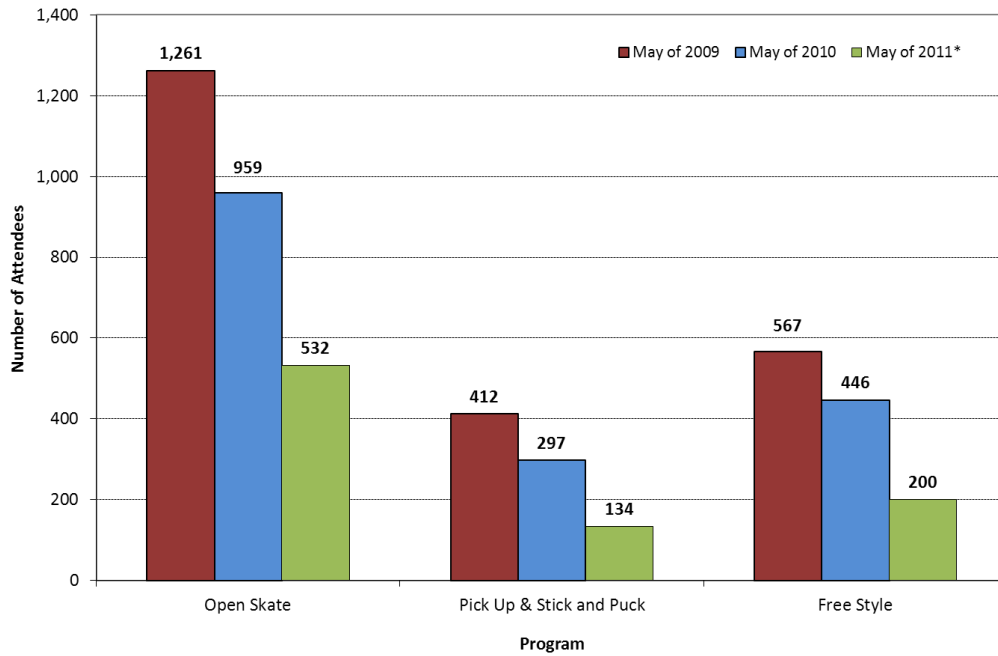
This month Pepsi Ice Center celebrated the 5th anniversary of their opening. On Sunday, May 29 a celebration was held which included free Curling, Learn-to-Skate, and Learn-to-Play clinics as well as an open skate.

Due to the center being closed for almost half of the month, attendance was almost half of what it was in 2010. Revenue was about the same, mainly due to adult hockey registration and facility rentals.

The manager attended the annual conference sponsored by USA Hockey and STAR rinks. He received another star as he works to attain being a 5 star operator.

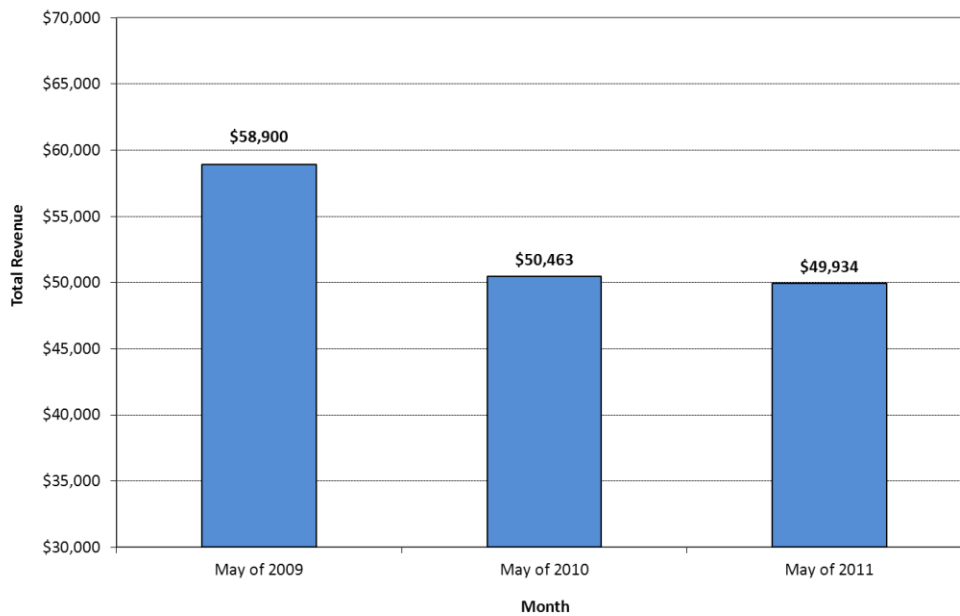
Leigh Troyer, skating director/assistant manager, resigned effective May 23. She is going back to work for the private sector. Her position has been posted.

Pepsi Ice Center Attendance by Program: May 2009, 2010, and 2011



*Pepsi Ice Center was closed May 16-28 for bi-annual maintenance.

Pepsi Ice Center Revenue: May 2009, 2010, and 2011



Special Opportunities Available in Recreation (S.O.A.R.)

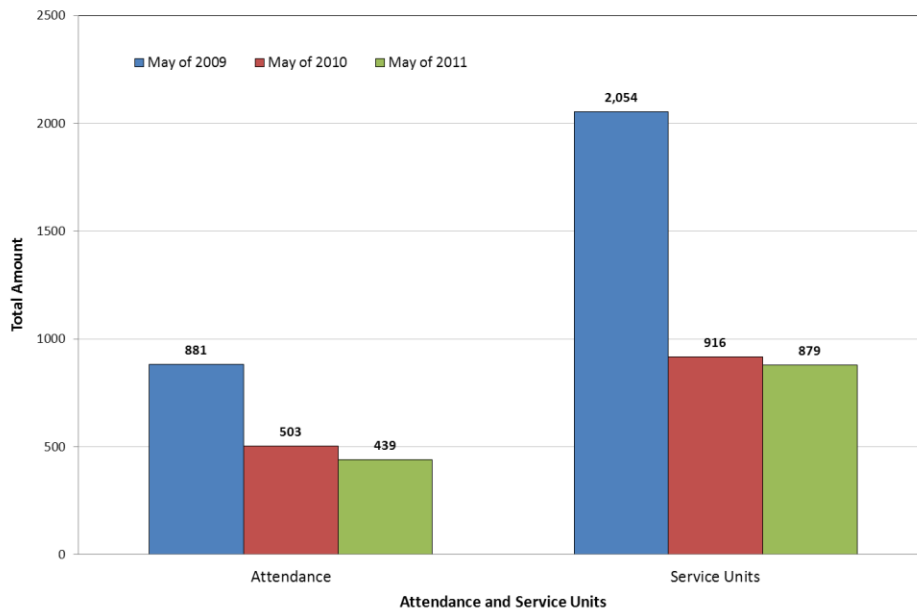
Registration for Summer Session kicked off May 4. Many programs filled quickly and had waiting lists. Twelve individuals new to the S.O.A.R. program registered for Summer Session.

Special Olympics: Athletes in the S.O.A.R. track & field program participated in the Heartland Area Track & Field Meet on May 1 in order to qualify for the state Special Olympics Summer Games

Special Events: Fiesta Bingo, Comlara Park Hike & Picnic, Getting the Garden Ready, Mother's Day Brunch, and Luau Bingo were the special events for May.

Weekly programs: Only a few Winter/Spring programs continued into May. Some time was set aside for staff to plan and get ready for summer rather than having a constant schedule. This change in schedule caused a big drop in attendance.

S.O.A.R. Program Attendance and Service Units: May 2009, 2010, and 2011



Miniature Golf

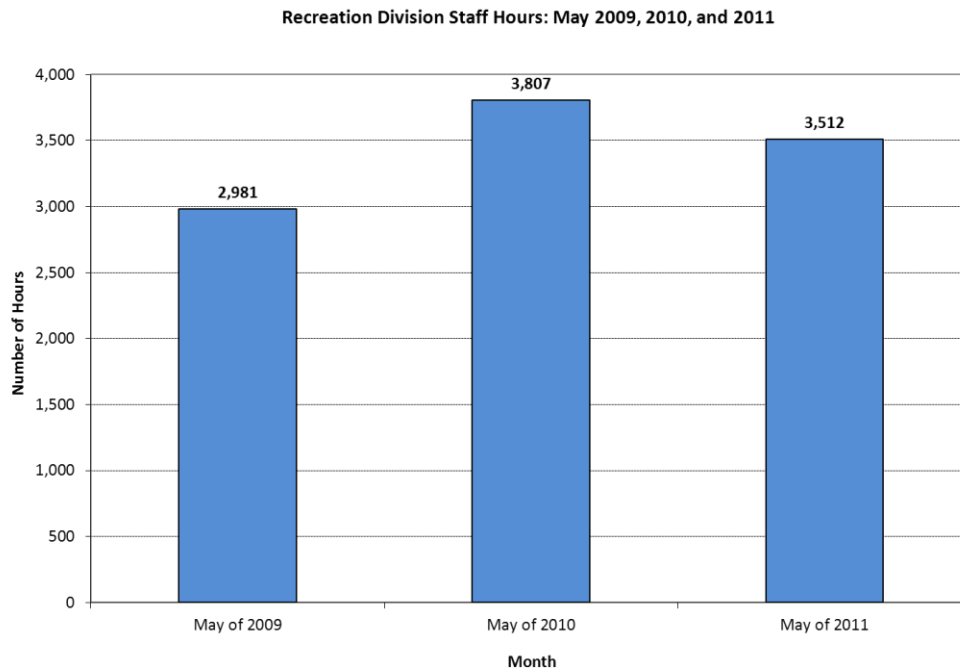
The miniature golf course in Miller Park was open weekends-only until May 31 when the schedule of weekday hours began. Those hours will continue through Labor Day. Many weekends were rainy so play was very limited. Income in May 2010 was \$1993, but income in May 2011 was only \$1864.

Aquatics

Both pools opened Memorial Day weekend. The first two days were the typical rainy day Memorial Day. We didn't even open on May 28 which was intended to be opening day. Memorial Day (May 30) was hot and sunny. Over 600 people swam at Holiday throughout the day and almost 400 swam at O'Neil. Overall the month of May was warmer than last year so pool pass sales were about the same as 2010. Pass sales for May 2010 were \$9225. Pass sales for May 2011 were \$9000.

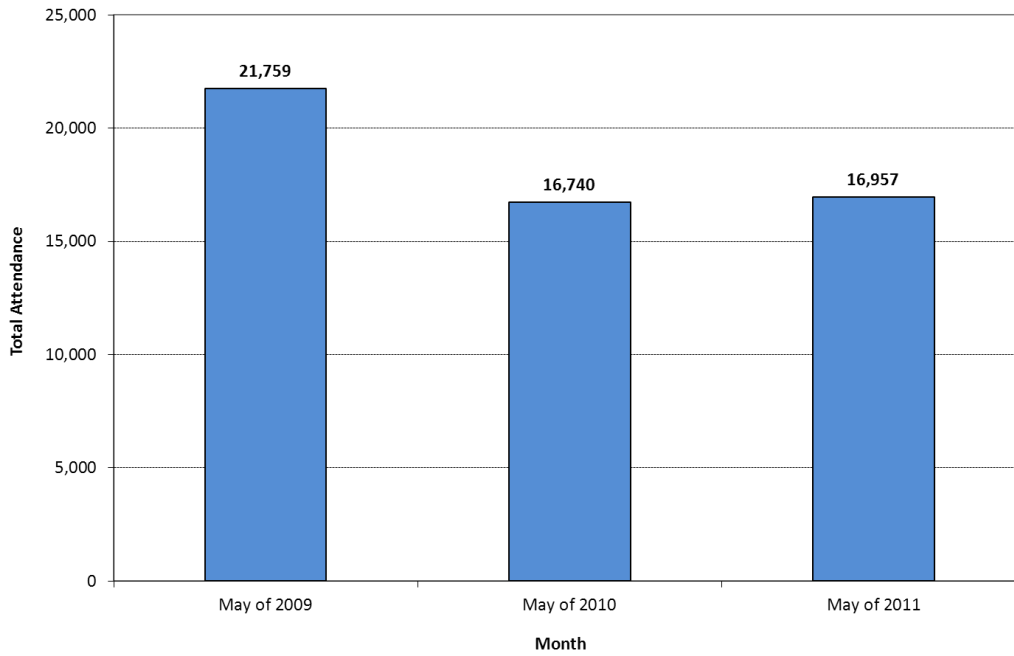
Staff Hours (Pepsi Ice, Recreation, Aquatics, and S.O.A.R.)

May staff hours in 2011 were about 300 less than 2010 staff hours. A large part of this was due to Pepsi Ice Center being shut down for 2 weeks.



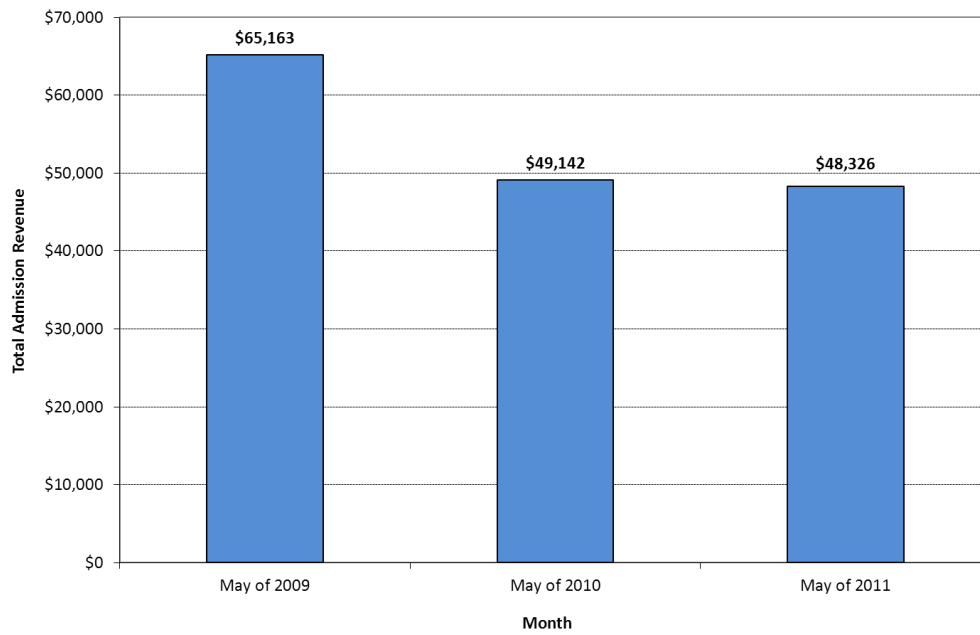
Miller Park Zoo

Miller Park Zoo Attendance May 2009, 2010, 2011

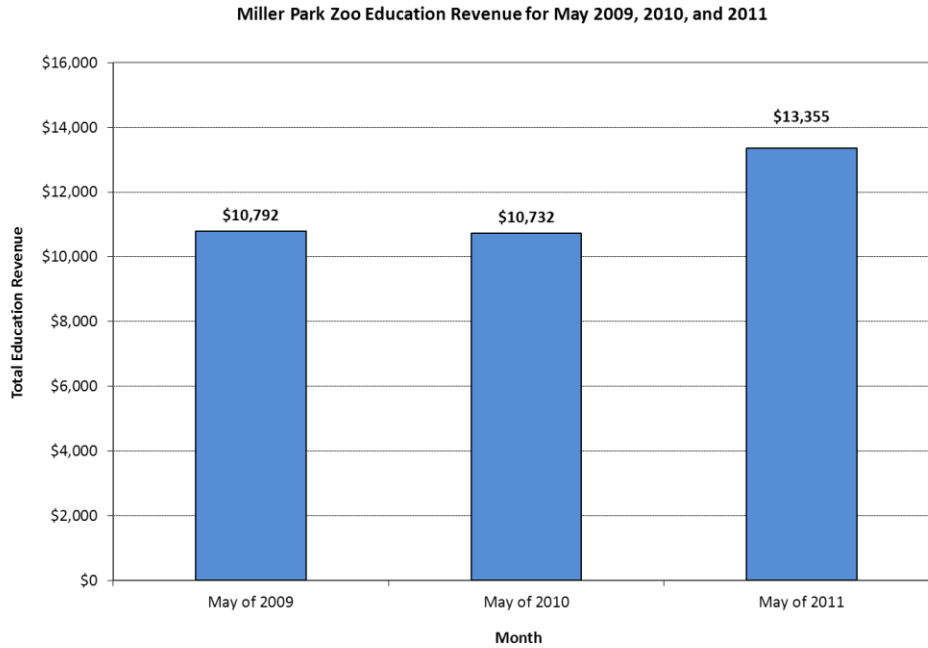


Despite some very rainy weekends in May, attendance was up slightly (1.3%) compared to last year.

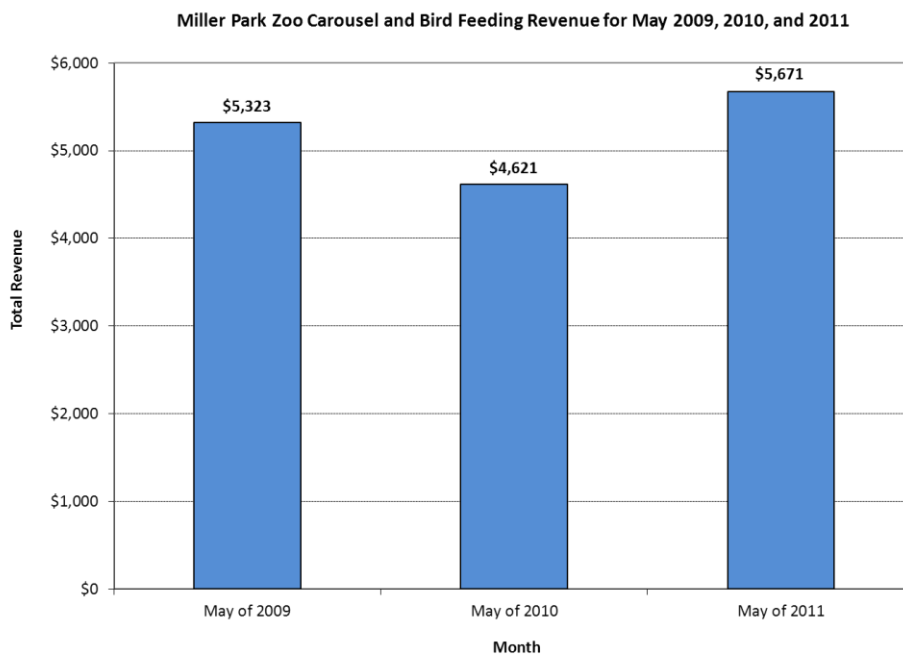
Miller Park Zoo Admission Revenue for May 2009, 2010, and 2011



Revenue from the gate admission is down slightly (1.7%), even though admission was up for the current fiscal year compared to last year's revenue. School groups, which visit toward the end of the school year, and Zoological Society members receive a reduced admission rate.



Revenue from educational programming, rentals, and birthday parties is 23.7% up for the current fiscal year compared to last year's numbers.



Revenue from Concessions, Carousel, and Animal Food Sales is 22.7% up for the current fiscal year compared to last year's numbers. Carousel prices were raised starting May 2011. Also, animal feeding opportunities were increased in the last year.

Animal Collection

- Acquisitions—animals added to collection by transaction or birth/hatch
 - 1 African Bullfrog
 - 2 Colorado River Toad

- Dispositions—animals removed from collection by transaction or death
 - 1 male, 2 female Red Wolf
 - 1 female California Sea Lion
 - 1 African Clawed Frog
 - 2 Blue + Yellow Poison Dart Frogs
 - 1 male Rabbit
 - 1 Chilean-Rose Haired Tarantula
 - 1 Green Tree Frog

- 4 Female Red-Capped Cardinals cleared quarantine and were released free-flight into the Tropical Rain Forest.
- 1 Female Burrowing Owl cleared quarantine and was introduced to current male. This female gives the Zoo a breeding pair that has been recommended to breed by the Conservation Breeding Program.
- 1 female Guinea Pig cleared quarantine and was moved to Zoo Lab kitchen to be utilized for education as a demonstration animal.
- 1 male Southern Three-Banded Armadillo cleared quarantine and was moved to Zoo Lab kitchen. This male gives the Zoo a breeding pair that has been recommended to breed by the Conservation Breeding Program. The Miller Park Zoo has been successful in the past breeding this species which is in high demand among other zoos.

Staff

- Worked on animal transactions (8 pending)
- With the successful birth of a litter of Red Wolves in April, the Zoo, working with the conservation breeding program and the United State Fish and Wildlife Service (USFWS), was able to release two female pups to a wild pair near Manteo, North Carolina. Zookeeper Erik Heinonen transported the two pups to North Carolina and was with USFWS when they were set into the wild pair's den. The wild pair will foster the two pups born at the Miller Park Zoo.
- Zoo Superintendent Jay Tetzloff, attended the Felid Taxon Advisory Group (TAG) meeting in Omaha, Nebraska. Jay also gave a presentation about the Snow Leopard Species Survival Plan (SSP) of which he is the Coordinator.
- Three Zookeepers, Carol Pagluica, Rebecca Van Beek, and Jeni Kovac, attended the International Marine Animals and Trainers Association (IMATA) Midwest Regional Workshop in Chicago, Illinois.

Notes

- Moved animals to summer exhibits.
- Raised regular price on carousel from \$1.25 to \$1.50. Also, raised price for carousel rides linked to educational programming from \$0.50 to \$1.00.
- Added a third Budgie Feeding for more opportunities for guests to feed these birds.
- Started Zookeeper Chats at 2:00 each day during summer.

Cost Savings

- Switched primary veterinarians. The University of Illinois Veterinary Medicine is now the Zoo's primary veterinarian. The switch should save a minimum of \$2,000 in labor costs and services which are 5% of veterinarian's cost budgeted for the year. The change also doubles the amount of time a veterinarian comes to the Zoo.

Planning & Code Enforcement Department

The following information is a summary of Planning and Code Enforcement (PACE) activities for the month of May, 2011. This information is intended to provide an overall picture of projects and activities in each of the divisions involved. It is not intended to be all inclusive.

Building Safety Division

May, 2011 showed an improvement over the same month last year. Both the number of new homes and overall construction permits were up. However, this month's progress was unable to overcome the deficit for the year to date; currently standing (through May) at 17% behind the same time a year ago.

Building Permits Issued and Fees Collected: May 2009 - May 2011

Type of Permit Issued	May of 2009	May of 2010	May of 2011
Number of Construction Permits (All Permits)	595	487	514
Incorporated Building Permits*	324	315	261
New Homes Built	23	19	25
Duplexes Built**	0	0	0
Multi Family Built	0	0	0
<hr/>			
Construction Valuation	\$8,693,800	\$6,322,965	\$8,518,614
Permit Fees Collected	\$1,217,000	\$97,341	\$137,862

*Only Building Permits (Residential & Commercial)

** Dwelling Units

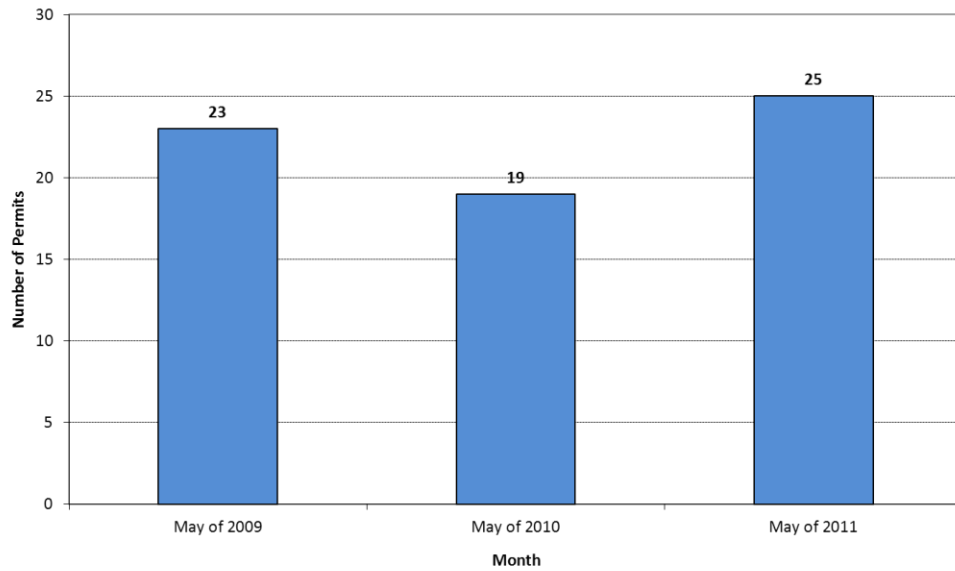
Construction Projects \$1,000,000 or Higher Received in May 2011

Building/Project Description	Address	Value
Advocate BroMenn Medical Office	3024 Empire St.	\$3,245,539

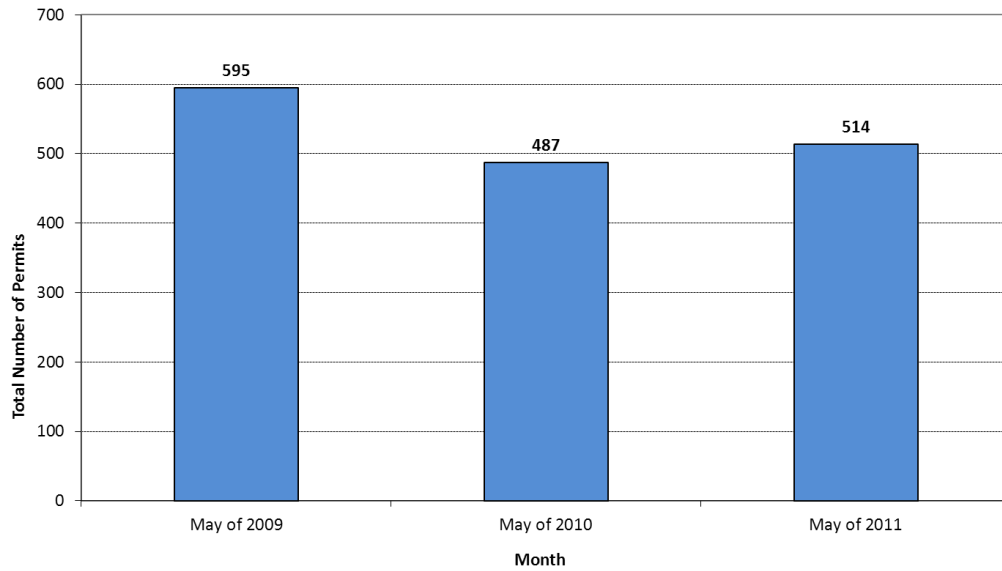
Notable Plan Reviews Received in May 2011

Building/Project Description	Address	Value
IWU School of Art New Entry Way	6 Ames Plaza	\$969,344
Bloomington High School Upper Purple Classrooms	1202 E. Locust St	\$915,526
Bloomington High School Lower Purple Classrooms	1202 E. Locust St	\$399,807
Cornbelt Storage Building	One Energy Way, Downs	\$411,000

New Home Permits: May 2009 - May 2011



**Number of All Permits Issued by Planning & Code Enforcement Department:
May 2009 - May 2011**



Code Enforcement Division

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

Summary of Activity for Code Enforcement and Community Development Staff: May 2010 and May 2011

<u>Residential Loan Activity (CDBG)</u>	<u>May of 2010</u>	<u>May of 2011</u>
Initial Rehab Inspections	6	7
Work Write-ups Completed	2	2
Loans Approved	2	2
Progress Inspections	12	0
Water Services	0	2
Sewage Ejection Systems	0	2
Total Houses Demolished	1	0
Total Garages Demolished	0	0

<u>Code Enforcement Division</u>	<u>May of 2010</u>	<u>May of 2011</u>
Complaints Received	154	182
Inspections Completed	231	241
Garbage, Weed, Junk, Insp.	109	110
Graffiti Complaint Inspections	0	0
Housing Complaint Insp.	30	37
Condemned Properties	0	0
Tickets Issued	24	0
Vacant Building (NPO)*	N/A	7

*This is the first month relating data for this category. While there have been several more properties called to the PACE office they will start showing up in greater numbers in June's activity report.

May 2011 Historic Preservation Activity

<u>Case Number</u>	<u>Petitioner and Address</u>	<u>Request</u>	<u>Action</u>
BHP-03-11	Ron Patterson 321 E. Chestnut	Requesting a Certificate of Appropriateness for replacement and repair of siding and windows for the building at the property located at 321 E. Chestnut Street in the Franklin Square National Register Historic District.	Passed by a vote of 4-0

<u>Case Number</u>	<u>Petitioner and Address</u>	<u>Request</u>	<u>Action</u>
BHP-04-11	Ron Patterson 321 E. Chestnut	Requesting a \$2,500.00 Eugene D. Funk, Jr. Historic Preservation Grant for a replacement and repair of siding and windows for the building, located at 321 E. Chestnut Street in the Franklin Square National Register Historic District.	Passed by a vote of 4-0

May 2011 Planning Commission Activity

Case Number	Petitioner and Address	Request	Action
Z-04-11	Irving S. Tick Trust 104 S. State St	Requesting the approval of a Rezoning from R-3A, Multiple-Family Residence District to S-2, Public Lands and Institutions District, for the property commonly located at 104 S. State St, consisting of approximately .13 acres. (Ward 4)	Recommendation for approval passed by a vote of 5 to 0

May 2011 Zoning Board Activity

Case Number	Petitioner and Address	Request	Action
Z-03-11	Bloomington Public Schools, District 87	Requesting the following variances to allow the construction of a parking lot: the reduction of the setbacks in the side and rear transitional yards for the property located at 104 S. State St. Zoned S-2, Public Lands and Institutions District. (Ward 4).	Approved with five (5) voting in favor and none (0) against.

Items/Activities of Note:

- Work continues on adoption of the 2009 series of code standards. Included with be fee modifications as presented for the 2010-11 Building Safety budget. The several codes have been broken-up into groups to expedite their adoption. It is planned to have all in the series adopted by the end of the calendar year.
- Work continues on the Main Street Transportation Improvement Feasibility Study. Funded by the Illinois Department of Transportation (IDOT), this study is looking into building on previous planning efforts to improve safety and revitalize businesses on Main Street. It also will serve as a basis for a possible Phase I study of the roadway.
- Negotiations for a new contract have begun with Laborers 362, Inspectors.

Public Works Department

Engineering Division

Road Resurfacing and Patching for 2011

The road resurfacing and patching work is underway and the progress is going well. The website is updated on a regular basis to keep the public informed of work that is done and the anticipated date for work to be done. The Road Resurfacing and Road Patching program composes 2.5 million dollars of the Public Works Department budget. Listed below you will find May 2011 project updates.

Road Resurfacing May 2011 Updates

Resurfacing -Street	From	To	Tentative Work	Anticipated
			Start Date	Finish Date
Arcadia Dr	Lincoln St	Ireland Grove Rd	June 2011	
Bittersweet Cir	Goldenrod Rd	Clover Ct	6/2/2011	6/20/2011
Chicory Ln	Wildflower Pl	Goldenrod Rd	6/2/2011	6/20/2011
Clover Ct	Bittersweet Cir	Dead End	6/2/2011	6/20/2011
Commerce Pkwy	Veterans Pkwy	Hamilton Rd	6/2/2011	
Fallen Oak Rd	Lake Fork Rd	Twin Lake Rd	6/2/2011	6/20/2011
Graham St	Western Ave	White Oak Rd	5/12/2011	Done 6/6/2011
Goldenrod Rd	Chicory Ln	Laesch Ave	6/2/2011	6/20/2011
Goldenrod Rd	Buttercup Way	Bittersweet Cir	6/2/2011	6/20/2011
Hamilton Rd	Morrissey Dr	Commerce Pkwy	6/2/2011	
Hidden Lake Dr	Lake Fork Rd	south to midblock	6/2/2011	6/20/2011
Koch St	Miller St	Stewart St	5/16/2011	Done 6/13/2011
Lafayette St	Madison St	Roosevelt Ave	5/16/2011	Done 6/10/2011
Lake Ford Rd	Hidden Lake Dr	Lake Bluff Rd	6/2/2011	6/20/2011
Madison St	Lincoln St	Lafayette St	5/16/2011	Done 6/10/2011
Oak St	MacArthur Ave	Stewart St	5/13/2011	Done 6/13/2011
Roosevelt Ave	Lincoln St	Lafayette St	5/16/2011	Done 6/10/2011
Twin Lake Rd	Hidden Lake Dr	Lake Bluff Rd	6/2/2011	6/20/2011
Wildflower Pl	Chicory Ln	Laesch Ave	6/2/2011	6/20/2011

Road Patching May 2011 Updates

Patching -Street	From	To	Tentative Work	Anticipated
			Start Date	Finish Date
Buchanan St.	Main St.	Center St.	6/8/2011	Done 6/14/2011
Empire St.	Mason St.	Dead End	6/9/2011	6/20/2011
Fell Ave.	Titan Dr.	Emerson St.	5/25/2011	Done 6/10/2011
Fell Ave.	University St.	Empire St.	5/25/2011	Done 6/10/2011
Graham St	Clinton Blvd.	Park St.	5/25/2011	Done 6/13/2011
Jersey Ave Bridge	Over Sugar Creek		6/8/2011	Done 6/10/2011
Lee St.	Empire St.	Seminary Ave.	6/9/2011	6/20/2011
Prairie St.	Chestnut St.	Market St.	5/25/2011	Done 6/13/2011
Park St.	Beecher St.	Phoenix Ave.	6/8/2011	Done 5/6/2011
Rhodes Ln.	Morrissey Dr.	Bunn St.	5/24/2011	Done 5/24/2011

Engineering Projects May 2011 Status Updates

City of Bloomington Projects

Project Description	Status
Street & Alley Repair, 2011-12	In Construction (20% Complete)
General Resurfacing, 2011-12	In Construction (30% Complete)
Tanner St Reconstruction	In Construction (1% Complete)
Morris Ave Reconstruction, Fox Hill to Fire Station	In Design (40% Complete)
2011 Maintenance Contracts (Street, Utility, Grading, Traffic Signals)	In Design (10% Complete)
Regency Pump Station Improvement	In Design (20% Complete)
Eagle Crest East Pump Station Improvements	In Design (10% Complete)
Locust Colton CSO Elimination, Phase 1	In Design (90% Complete)
Lafayette St Reconstruction, Maple to Morrissey	In Design (85% Complete)
Sump Pump Drain Line 2010-11	In Construction (0% Complete)
Lincoln & Ireland Grove Resurfacing – ERP Funds	Punch List Items
Kickapoo Creek Stream Restoration, Phase II	Punch List Items
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 (0% Complete)
MFT Resurfacing, 2010-11	Punch List Items
SE Bloomington Railroad Crossing Planning Study	In Design (75% Complete)

Private Development Projects

Project Description	Status
Commercial Site Plans	7 Plan Sets Reviewed
Grove Subdivision, 3 rd Addition	Punch List Items
Grove Subdivision, 2 nd Addition	Punch List Items
Cedar Ridge Elementary School	Punch List Items
Benjamin Elementary School	Punch List Items
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
Ireland Grove Rd Left Turn Lane at Black Oak Blvd	Punch List Items

Village of Downs Projects

Project Description	Status
Kickapoo Trunk Sewer, Pump Station & Force Main	In Construction (75% Complete)

Illinois Department of Transportation Projects

Project Description	Status
Veterans Pkwy/Morris Ave/Six Points Rd/Greenwood Ave	In Construction (10% Complete)

Engineering Department Tasks Completed: May 2010 and May 2011

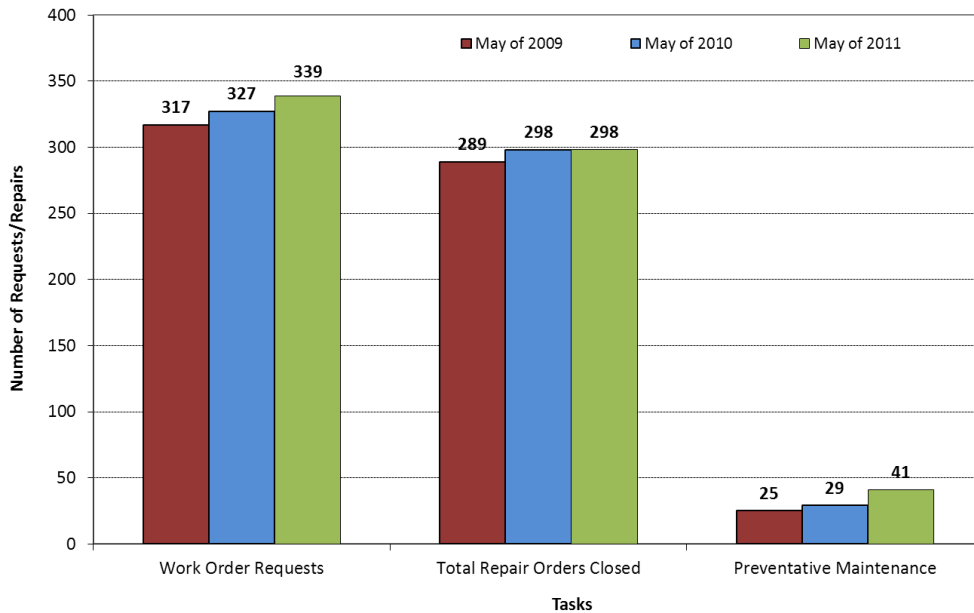
Permit Type	May of 2010	May of 2011
Curb Cuts	21 Permits Issued (Value \$735)	29 Permits Issued (Value \$840)
Erosion Control	19 Permits Issued (Value \$665)	27 Permits Issued (Value \$770)
Excavation	31 Permits Issued (Value \$1,085)	54 Permits Issued (Value \$1,645)
Water Meter Fees	Value = \$10,681	Value = \$8,465
Street Cut Deposits	Value = \$0	Value = \$400
Traffic Control	2 Permit Issued (Value \$75)	1 Permits Issued (Value \$351)
Dumpsters	3 Permits Issued (Value \$75)	7 Permits Issued (Value \$200)
Overweight Loads	21 Permits Issued (Value \$1,117)	21 Permits Issued (Value \$1,805)

Customer Service Calls	May of 2010	May of 2011
Call Center	1,423 inbound calls	1,457 inbound calls
Public Works Office	60 in-person assistance contacts	74 in-person assistance contacts

Erosion Control/Complaints Inspection Report	May of 2010	May of 2011
New/Maintenance Erosion/Storm-Water Management	264	205
Inspections	26	30
Inspection Files Closed	41	33

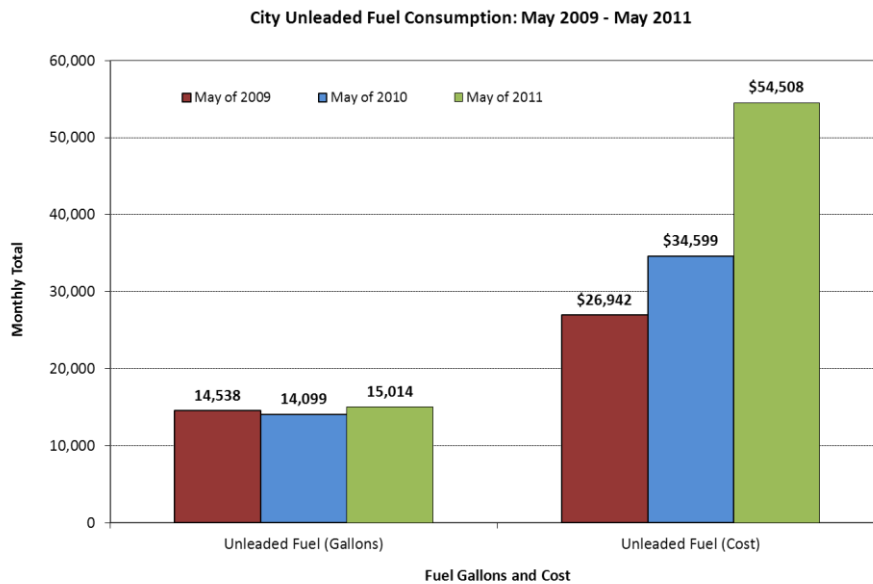
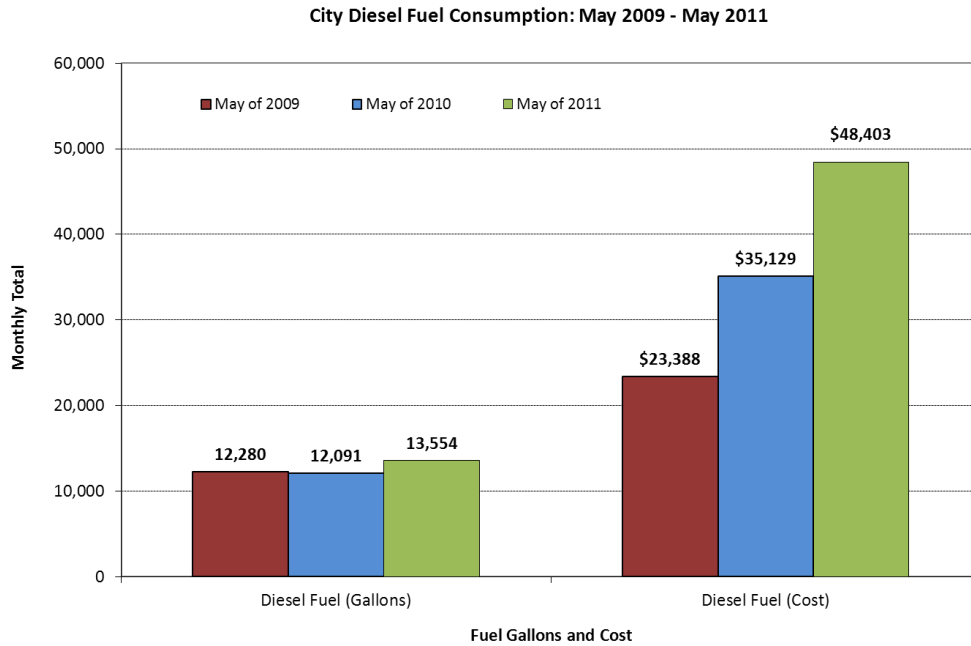
Fleet Management

**Fleet Management Equipment Repair & Maintenance:
May 2009 - May 2011**



City Fuel Consumption

- City fuel consumption has remained consistent for the past three years while the cost of fuel for the City has doubled over the same time period.

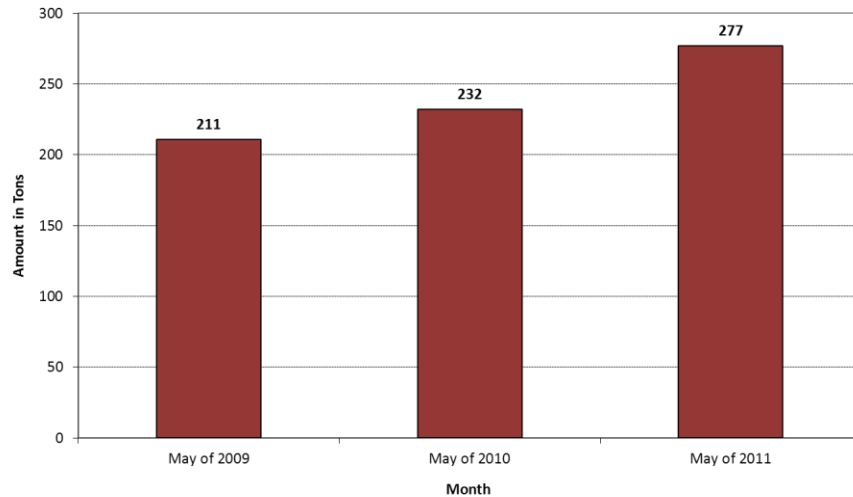


Fleet realized an approximate \$33,183 increase in fuel costs compared to the prior fiscal year month of May due to the rising cost of fuel. The average fuel cost in May 2011 was approximately 92 cents more costly than the prior year at this time and the City used 2,400 more gallons of fuel.

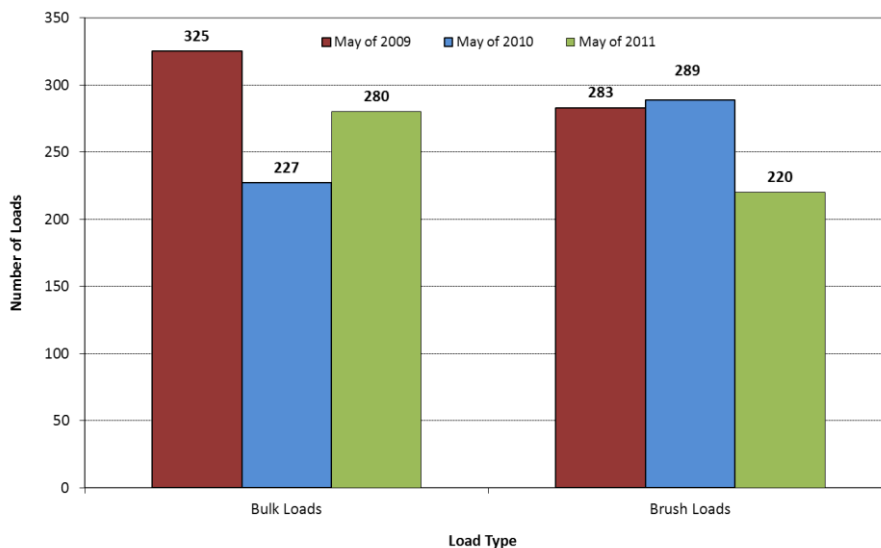
Waste Management Division

Approximately 25,500 residences are serviced weekly and an average of 31.4 pounds of household garbage was picked up each week at these locations. A total of 1,680 tons or approximately 3.36 million pounds of household waste was collected in May as well as 1.1 million pounds of bulk and 220 truck loads of brush.

Recyclables Collected (In Tons): May 2009 - May 2011



Bulk & Brush Loads: May 2009 - May 2011



Working both day and night shifts, 795 miles of streets were swept. The Division also performed weed control and provided gravel and maintenance for 2 alleys throughout the City.

Streets & Sewers Division

**Street and Sewers Job Tasks
Completed: May 2010 and May 2011**

Job Task	May of 2010	May of 2011
Cold Mix	N/A	37
Contractor	N/A	2
Mailbox Repair	N/A	33
Perm Patch	N/A	1
Water	N/A	7

**Streets and Sewers Outstanding Jobs:
May 2010 and May 2011**

Work Type	May 2010 Jobs Remaining	May 2011 Jobs Remaining
Backfill	1	3
Brick Removal	0	1
Brick Repair	0	1
Cave In	43	9
Cold Mix	9	88
Contractor	11	14
Culvert	4	5
Curb	57	64
Curb Repair	0	1
Drainage	2	3
Drainage Tile	2	1
Driveway	0	0
Grind	21	0
Hot Asphalt	8	0
Inflow/Infiltration	3	3
Inlet Lead Repair	1	6
Inlet Repair	64	59
Loader	0	1
Lower Manhole	3	5
Mailbox	3	6
Main Repair	9	11
Manhole Repair	7	3
Misc	2	4
Nothing	0	1
Pavement Repair	27	32
Perm Patch	0	30
Raise Manhole	2	0
Rebuild Manhole	0	0
Service Repair	15	7
Shoulders	9	8
Sidewalks	25	22
Skim Coat	2	0
Snow Plow	0	1
Storm Sewer	0	1
Street Repair	0	0
Sump Line Repair	5	7
Traffic Calming	0	1
TV	0	1
Water	45	59
TOTAL	380	458

Water Department

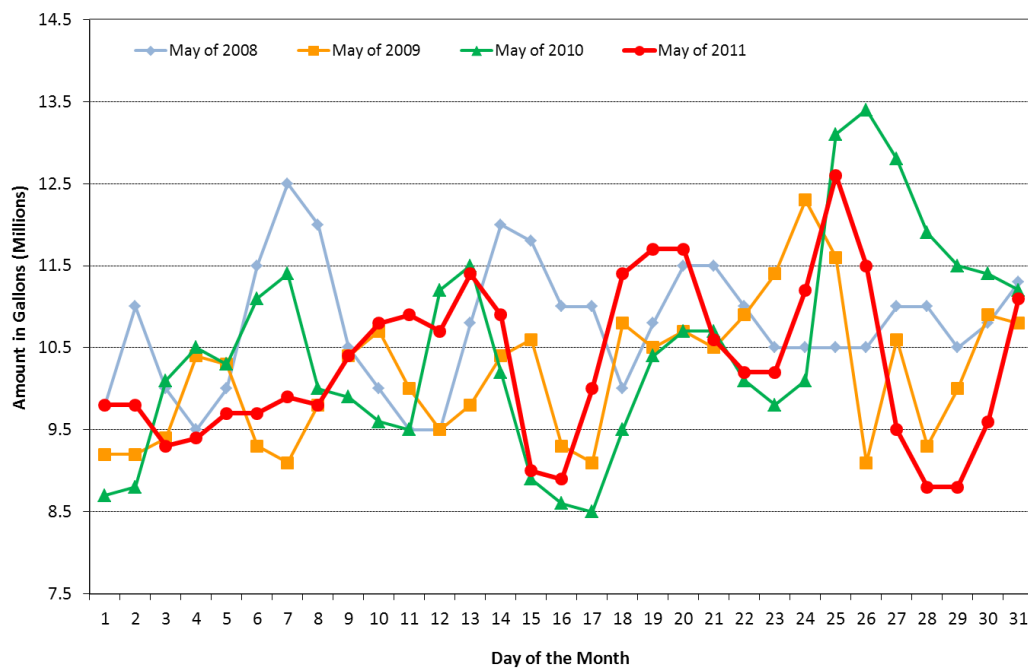
Reservoir Conditions

1. With the wet month, the Lake Bloomington reservoir and the Evergreen Lake reservoirs were both full throughout the month. We are pumping from the Evergreen Lake reservoir. From a water supply standpoint at this time of year, our position is excellent.
2. This is the time of year that the nitrate content of the raw water supply in the reservoirs becomes a more pressing issue. With the watershed run off in late March and throughout April, the nitrate levels in Lake Bloomington increased rapidly. Since we were approaching the allowable limit (10 milligrams per liter (mg/l) or parts per million) for nitrate content in the raw water, we switched to the Evergreen Lake reservoir in early April. Currently our nitrate levels are around 7 mg/l from the Evergreen Lake Reservoir and are at 13 mg/l for Bloomington, making it unusable (from a regulatory standpoint) to us at this time.

Water Delivered

1. We pumped an average of around 10.3 million gallons per day (MGD) in May with a peak day of 12.6 MGD on May 25, 2011. The May average for 2011 can be compared to the average daily pumpage during May 2010 of 13.4 MGD, 10.2 MGD in 2009 and 10.8 MGD in 2008.

Water Delivered to Customers (In Millions of Gallons):
Daily in the Month of May from 2008-2011



1. The Morris Avenue/Veterans Parkway reconstruction project was started in March 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, the successful bidder, installed pipe along Six Points Road from Longden Road to Morris Avenue during the month. This portion of the project should be operational in June. This project will probably cover the construction seasons of 2011 and 2012. (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.)
2. The first phase of the Morris Avenue project, the replacement of the water main on Greenwood Avenue, is essentially complete. There are a few minor clean up items to complete but the entire water main is in service. (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.)
3. In May we have continued working on fire hydrants with problems that could be described, for the most part, as minor. For the month, we serviced 44 hydrants. We also replaced 8 hydrants during the month. This brings the fiscal year total to 44 hydrants serviced and 8 hydrants that have been replaced. As of the end of May, we have 3 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.)
4. Please note the number of hydrants is changed at the end of each fiscal year to reflect the growth in the system.

Hydrant Repairs and/or Replacements by Fiscal Year

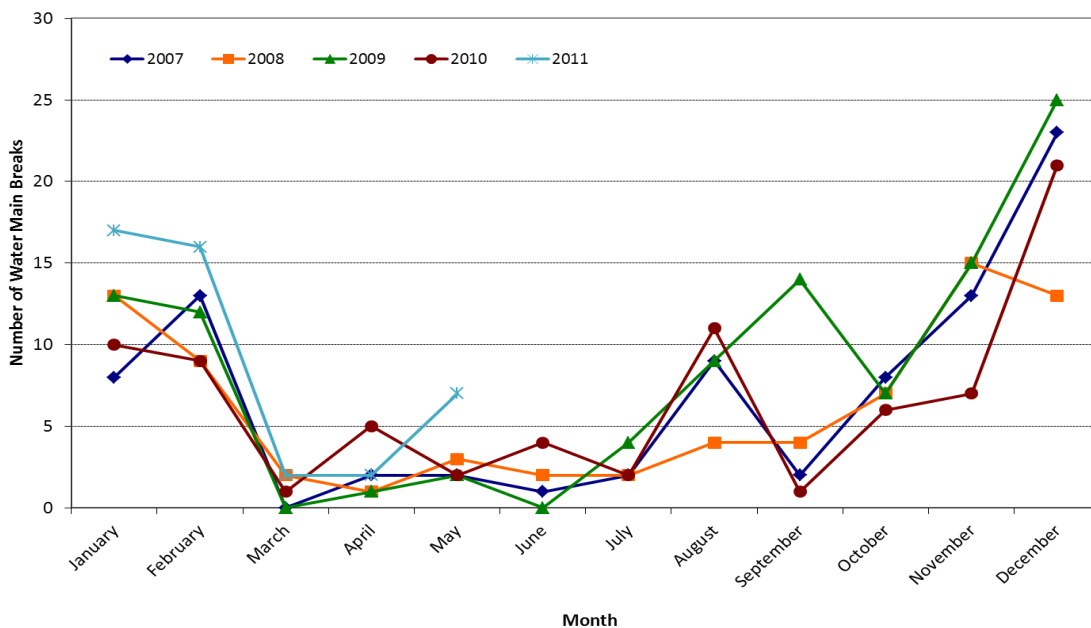
<u>Category</u>	<u>FYE 2008</u>	<u>FYE 2009</u>	<u>FYE 2010</u>	<u>FYE 2011</u>	<u>FYE 2012 To Date</u>
Total Number of Hydrants	3,800 +/-1	3,900 +/-	4,000 +/-	4,205	4,218
Total Number out of Service	600+	100+	13	0	3
Total Number of Hydrants Serviced	543	381	185	261	44
Total Number of Hydrants Replaced	23	75	59	72	8
Percentage of Hydrants in Service	84.80%	97.40%	99.70%	100%	99.90%

5. With the 8 replacement hydrants that have been installed this FY, none were on WM projects and 8 of those were funded through our Operations and Maintenance account. The hydrants that were part of water main replacement projects were funded from a capital account. With the hydrants funded by the O & M account, we have spent approximately \$28,000 on their installation at approximately \$3,500 per hydrant. The budget line item for hydrants is \$75,000 in the FY12 budget.
6. The 219 fire hydrants that we have replaced since the start of our fire hydrant testing program in 2007 equates to over 5.2% of our total hydrant count. Additionally, we have performed some type of heavy maintenance on about 1 in every 3 fire hydrants over the last five years. This is an excessively high number but unfortunately reflects the fact that the

hydrants were not maintained for many years and we are simply catching up on maintenance.

7. During May, 30 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 4.1 days. Our performance measure for FY 2012 is a return-to-service time of not-to-exceed 5.0 days.
8. During May, with the start of the 2012 Water/ Fire Department collaborative hydrant testing program, the Fire Department tested approximately 1,400 hydrants. The total of hydrants tested by the end of the month is about 33% of the total # of fire hydrants) (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.)
9. Our crews tagged about 500 fire hydrants during the month. These heavy duty metal tags add to the proper identification of the fire hydrants in the field. We will continue the tagging process throughout the spring. Currently, about 2,800 hydrants or 66% of our total hydrants are tagged.
10. As part of a negotiated settlement with a third party grease manufacturer that supplied grease for their hydrants, the manufacturer of Waterous brand fire hydrants has started repairing certain fire hydrant parts that were potentially damaged by corrosive grease that was used on hydrants that we purchased from 1999 to 2004. We have a total of about 2,200 Waterous hydrants in the City of which about 700 meet the date of manufacture criterion. About 200 of these were repaired last year. The repair contractor has been working on these hydrants and serviced about 450 hydrants during the month.

Water Main Breaks by Month Since January 2007



11. During the month, we repaired seven water main breaks; five were on six inch water mains, one was on the 1930 vintage 24" cast iron transmission pipeline between the Ft. Jesse pump station and the Division Street pump station and another was on a 12 inch water main.
12. We made two valve repairs during the month of May.
13. During May, we replaced/repaired 5 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.
14. We received our "drive-by" radio reading receiver and have begun setting up a route to read with the unit. This testing will start in June and probably take a couple of months to complete. The total amount of radio units being read will be reported in future months.
15. We installed another 595 Radio Frequency (RF) meters during the month. Our goal for the Fiscal year is 6,000 units. When completed, the meter change-out program will eliminate the need for Meter Readers and 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) Water Meter Installation During 2012 Fiscal Year

Month	Fiscal Year 2012 Installations	Overall Total Number of RF Meters in System	Total Number of Meters in System	RF as a Percentage of Total Meters	Fiscal Year 2011 Installations
May	595	10,658	30,063	35.45%	346

1. 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.)

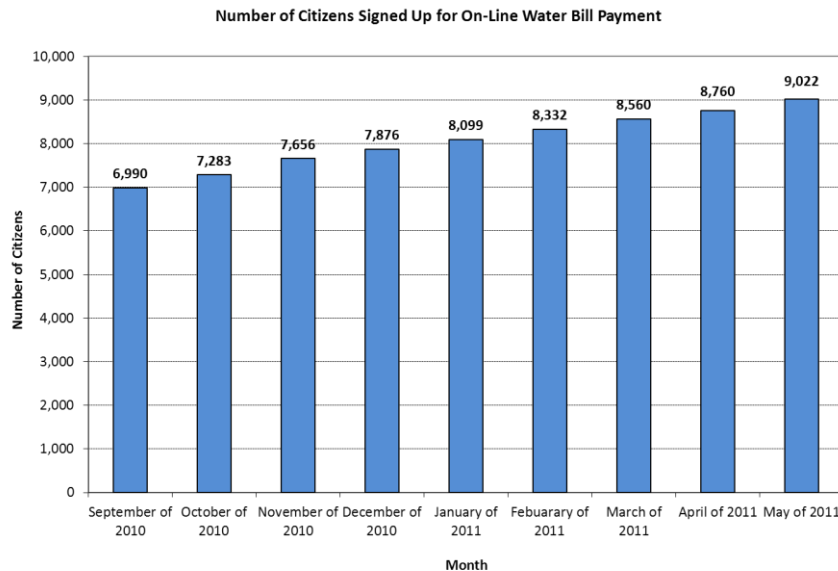
Water Department: May 2010 and 2011 Financial Statement

Month	Budgeted Revenue	Actual Revenue	Difference -		Actual Expenses	Difference -		Monthly Expenses as Percentage of Overall Expenses
			Budget Versus Actual Revenue	Budgeted Expenses		Budget Versus Actual Expenses		
May of 2010	\$1,200,304	\$1,033,951	-\$166,353	\$1,139,363	\$825,568	\$313,795	8.05%	
May of 2011	\$1,259,570	\$1,107,116	-\$152,454	\$1,496,847	\$737,006	\$759,841	4.24%	

2. We are under our budgeted revenue for the month but we are well below our budgeted expenses for the month. Thus, our overall position is that we are positive in actual net income by \$607,386 at the end of May.
3. 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.

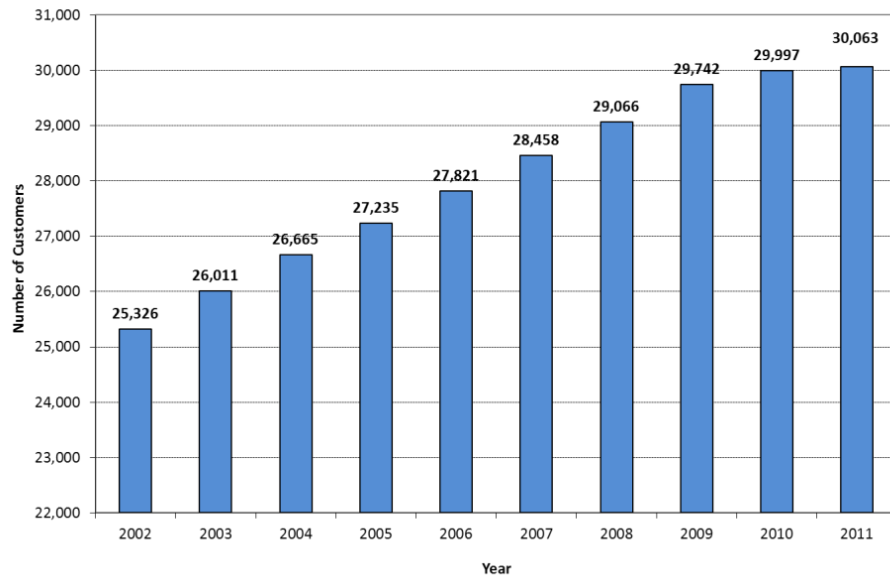
Miscellaneous

1. We changed out three Unitized Measuring Elements (UME's) on a large meter in the system. The UME is the part of the meter that has the moving parts that are subject to wear and is critical to keep in good repair. This is part of our large meter testing and maintenance program.
2. Our on-line bill payment option continues to attract new enrollees. As of the end of May, we have 9,022 customers signed up for this service. We added 262 customers for the month. We will continue to track the number of participants monthly and express the number of customers with this service as a number and % of total customers. 9,022 customers are about 30% of our customer base. (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



3. In a related metric for the number of customers accessing their accounts on-line, we now have 846 customers who have signed up for the recurring payment option whereby their bill is paid each month without any action on their part. That is an increase of 201 customers as compared to last month.
4. We continue to see overall customer growth continue in CY 2012 although it has slowed tremendously as compared to years in the recent past. For the month of May, we had a small gain of 21 customers bringing us to 30,063 customers.

Number of Water Department Customers by Year Since 2002



Personnel

1. With an already lean organization, we are down two employees at a very busy time of year.
2. We have a field employee that will be out on an extended leave of absence with a serious medical condition. We wish this employee a quick and speedy recovery.
3. We have a long time employee out following some surgery. This employee will be out for probably 4-6 weeks during the rehabilitation.
4. In late April, we had a long time seasonal leave our employ. A search for this employee's replacement was immediately initiated and we have hired Lisa Stevenson, a former City of Dallas, Texas worker who has experience with maintaining traffic signals. She started working in late May.

Cost Saving Measures

1. 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.
2. We negotiated a 25% discount with Underwriters Laboratories for taste & odor (T&O) samples. This saves about \$400 per month.
3. We started ordering Hach brand laboratory supplies for chlorine and fluoride testing through a scheduled shipment plan. This saves about \$100 per month.

4. 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.
5. 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.
6. The Water Department integrated the entire JULIE locating system into its workload. 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.
7. 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.