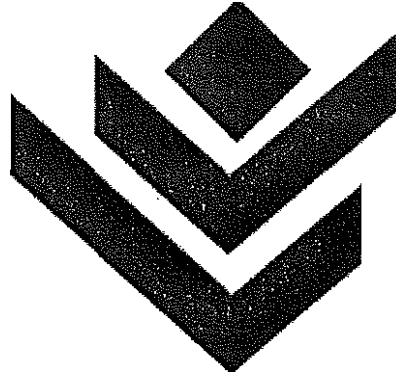




CITY OF  
BLOOMINGTON  
COUNCIL MEETING  
AUGUST 13, 2018



## **City Logo Design Rationale**

The symbol for the City of Bloomington is multifaceted in its visual and conceptual approach. Visually the symbol and the City's identity represent a modern progressive style which is consistent with the City's government. The symbol is based on three different concepts which combine to represent the City in a contemporary and appropriate way.

First and foremost is the chevron. The City government is a respected agency dedicated to serving the public. In this way, the chevron represents service, rank and authority.

The symbol may also be seen as a three dimensional building. This represents growth and diversity in our community.

Finally, the flower or plant derived from the original name "Blooming Grove," represents a community that is friendly and safe. Progress and growth are also associated with plant life as well as regeneration and renewal.

The symbol's positive upward movement is representative of the City's commitment to excellence!

## Brief Summary of Five Council Priorities

### Five Priorities

At the September retreat, Council informally selected its top five priorities, and since that time staff has seen that these five areas are the dominant focus of the Council's policy deliberations. The selected priorities are:

1. Economic Development
2. Infrastructure
3. Financial Planning
4. Reduced Emergency Response Times
5. Downtown Implementation Plan

The value in naming priorities is to establish policy direction, make that direction known to stakeholders and guide policy, budget and operational decisions. As we work to develop the City's FY17 budget, staff would find value in formalizing the five priorities for the next fiscal year.

Prior to formalization, we have prepared this brief summary to begin the dialogue about what each priority means, where it stands and what it will take to advance each going forward.

#### 1. Economic Development

- A. Economic development was overwhelmingly recognized by the Council as **essential to the financial sustainability** of the community. It is our prime means to diversify our tax base and expand our revenue streams.
- B. City of Bloomington economic development is undertaken in parallel with **regional collaboration** and economic development initiatives of the EDC, B/N Advantage and others.
- C. The time is right to review our **economic development strategic plan and incentive policy**. Tools such as TIF are invaluable for the redevelopment of areas such as Colonial Plaza, and will be key to our success.
- D. Economic development cannot stand alone and depends on sound infrastructure and quality of life to successfully ensure a financially-sound future for our community.

#### 2. Infrastructure

- A. The City is decades behind in funding much-needed **infrastructure maintenance**, estimated to total \$400M or more. Reliable infrastructure with the capacity to handle growth is essential to economic development, quality of life and the City's financial long-term stability.
- B. Our City's recently completed **infrastructure Master Plans**, encompassing streets, sanitary sewers, storm water, facilities, sidewalks and more provide detailed inventory, condition rating and make it possible for us to assess and prioritize critical needs.
- C. The next essential step is to develop a **five year Capital Improvement Plan** to address the most urgent/timely needs, AND a funding strategy.
- D. Some projects included in the City's Master Plans are prime candidates for borrowing. Financing options are many, and Council will determine a preferred strategy, ranging from conservative to aggressive.

3. Financial Planning

- A. Since the Great Recession, we are all adapting to a new economy that requires us to have a **long-term, continuously evolving plan for financial sustainability**, including a plan for appropriate reserves. We must have a balanced budget to avoid the pitfalls and reputational damage that many other governments continue to experience.
- B. A deficit in the City's General Fund was averted in the near term through Budget Task Force recommendations and the Council's recent adoption of a 1% sales tax increase. However, the City's expenses, especially those tied to Police and Fire pensions and labor costs, will continue to increase over the years. The **potential for a General Fund structural deficit** will continue to threaten future budgets.
- C. It will take all of us, including our citizens, to develop solutions for achievement of financial sustainability. We must focus on refining our financial projections, re-forecasting when appropriate, identifying programs and services, establishing appropriate levels of service performance measures, and prioritization.
- D. A **Capital Improvement Plan and funding** is critical to the City's financial strategy now and going forward.

4. Reduced Emergency Response Times

- A. Despite the excellent efforts of our first responders, the Fire Master Plan identified that **service to the City's northeast portion is inadequate and response times are below our standards**. Long-term, the Master Plan recommends a new Fire Station facility to serve the northeast area of the City. In the short-term, we must identify creative and innovative methods to reduce EMS and fire suppression response times.
- B. Quality public safety services are essential to a community's Economic Development and, with so many financial resources devoted to public safety, **finding efficient solutions to public safety issues** contributes to the long-term financial health of the community.

5. Downtown Implementation Plan

- A. The Downtown Master Plan was adopted by the City Council in 2013 without an Implementation Plan. Increased interest in Downtown economic development, notably in the proposed addition of hotel and/or convention center space, indicates this is the time to **design the City's role** in success of the Downtown.
  - a. It will take inside and outside **resources to vet potential Downtown projects**.
  - b. We must determine the amount and type of **public engagement** that is appropriate for Downtown development proposals.
  - c. Traditionally, municipalities play a role in Downtown **streetscape improvements** and meeting its **parking needs**.
- B. We can **build upon the qualities that make our Downtown special**, such as our ties to President Lincoln and Route 66, both expertly displayed in the new Visitors Center at the McLean County Museum of History. Smart economic development in Downtown will expand on existing assets and attractions like the Museum, the BCPA and the Coliseum.



CITY OF  
*Bloomington*  
ILLINOIS

**RESOLUTION NO. 2016 -29**

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***A RESOLUTION ADOPTING A MISSION, VISION AND VALUES STATEMENT FOR THE CITY OF BLOOMINGTON***

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**WHEREAS**, the City of Bloomington ("City") is an Illinois home-rule municipality; and

**WHEREAS**, the City is known as the "Jewel of the Midwest;" and

**WHEREAS**, the City is a great place to live, work and play; and

**WHEREAS**, the City Council desires to adopt a statement expressing the Organizational Mission, Vision and Values of the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE** City Council of the City of Bloomington, McLean County, Illinois, as follows:

**Section 1.** The above stated recitals are incorporated herein by reference.

**Section 2.** The City Council of the City of Bloomington hereby formally adopt the following as the City's Organizational Mission, Vision and Values:

**Mission:** To lead, serve and uplift the City of Bloomington

**Vision:** A Jewel of Midwest Cities

**Values:** Service-centered, results-driven, inclusive.

**Section 3.** All resolutions in conflict with this Resolution, as well as any previous statements adopted on the mission, vision and values of the City are hereby repealed.

**Section 4.** This Resolution shall be in full force and effect immediately after its passage and approval.

**APPROVED** by the City Council of the City of Bloomington, McLean County, Bloomington, Illinois, July 25, 2016, by a vote of 7 to 1. (Nay: Alderman Kevin Lower) (Absent: Alderman David Sage)

CITY OF BLOOMINGTON

Tari Renner, Mayor

ATTEST

Cherry L. Lawson, City Clerk

# AGENDA



**CITY COUNCIL MEETING AGENDA  
CITY HALL COUNCIL CHAMBERS  
109 EAST OLIVE STREET, BLOOMINGTON, IL 61701  
MONDAY, AUGUST 13, 2018; 7:00 P.M.**

- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Remain Standing for a Moment of Silent Prayer**
- 4. Roll Call**
- 5. Recognitions/Appointments**
  - A. Reappointment of Monica Bullington to the Connect Transit Board.
  - B. Appointment of Cody Hendricks to the Japanese Sister City Committee.

**6. Public Comment**

**7. “Consent Agenda”**

*(All items under the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member, City Manager or Corporation Counsel so requests, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda, which is Item #8.*

*The City’s Boards and Commissions hold Public Hearings prior to some Council items appearing on the Council’s Meeting Agenda. Persons who wish to address the Council should provide new information, which is pertinent to the issue before them.)*

- A. Consideration of approving the Minutes of the July 23, 2018 Regular City Council Meeting. *(Recommend the reading of minutes be dispensed and approved as printed.)*
- B. Consideration of approving Bills, Payroll, and Electronic Transfers in the amount of \$10,544,709.33. *(Recommend the Bills, Payroll, and Electronic Transfers be allowed in the*

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**NOTE:** Action may be taken by the City Council on the agenda’s action items (those items listed on the Consent Agenda and Regular Agenda) beyond the motions listed and/or staff recommendations. Ordinances and resolutions listed on the agenda may further be amended and/or revised prior to adoption by the City Council. No action will be taken if the agenda item is listed as only informational.

*amount of \$10,544,709.33, and orders drawn on the Treasurer for the various amounts as funds are available.)*

- C. Consideration of approving a Reappointment to the Connect Transit Board and an Appointment to the Japanese Sister City Committee. *(Recommend Monica Bullington be reappointed to the Connect Transit Board and that Cody Hendricks be appointed to the Japanese Sister City Committee.)*
  
- D. Consideration of a Road Dedication Agreement with Three M's, LLC (an Illinois Limited Liability Company) for Right-of-Way Dedication and Temporary Easement, in conjunction with the G.E. Road and Keaton Place/Auto Row Drive Intersection Improvement project, in the amount of \$875, as requested by the Public Works Department. *(Recommend the Road Dedication Agreement with Three M's, LLC for Right-of-Way Dedication and Temporary Easement, in conjunction with the G.E. Road and Keaton Place/Auto Row Drive Intersection Improvement Project, in the amount of \$875, be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.)*
  
- E. Consideration of a Road Dedication Agreement with Brad Barker Motors, Inc. (an Illinois Corporation) for Right-of-Way Dedication and Temporary Easement, in conjunction with the G.E. Road and Keaton Place/Auto Row Drive Intersection Improvement project, in the amount of \$2,500, as requested by the Public Works Department. *(Recommend the Road Dedication Agreement with Brad Barker Motors, Inc. for Right-of-Way Dedication and Temporary Easement, in conjunction with the G.E. Road and Keaton Place/Auto Row Drive Intersection Improvement Project, in the amount of \$2,500, be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.)*
  
- F. Consideration of a Contract with Stark Excavating, Inc. for construction of sidewalk along West Washington Street and across two Union Pacific Railroad crossings (BID# 2019-08), in the amount of \$35,516.07, as requested by the Public Works Department. *(Recommend the Contract with Stark Excavating, Inc. (BID# 2019-08) for construction of sidewalk along West Washington Street and across two Union Pacific Railroad crossings (Bid #2019-08) in the amount of \$35,516.07 be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.)*
  
- G. Consideration of a Resolution approving the installation of a Route 66 Experience Hub on public property at the Northeast corner of Jefferson Street and Main Street, in accordance with the requirements of Chapter 3, Section 6.4 of the Bloomington City Code, as requested by the Public Works Department. *(Recommend the Resolution approving the installation of a Route 66 Experience Hub on public property at the Northeast corner of Jefferson Street and Main Street in accordance with the requirements of Chapter 3, Section 6.4 of the Bloomington City Code be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.)*

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- H. Consideration of (1) a Resolution Waiving the Formal Bid Process to approve Masonry Work for the Fire Service Memorial, (2) an Ordinance Amending the Fiscal Year 2019 Budget in the amount of \$59,100, and (3) a Contract with Keystone Construction Enterprises, Inc. for Masonry Work in the amount of \$33,264, as requested by the Fire and Parks, Recreation, and Cultural Arts Departments. *(Recommend (1) a Resolution Waiving the Formal Bid Process to approve Masonry Work for the Fire Service Memorial, (2) an Ordinance Amending the Fiscal Year 2019 Budget in the amount of \$59,100, (3) a Contract with Keystone Construction Enterprises, Inc. for Masonry Work in the amount of \$33,264 be approved, the Mayor and City Clerk be authorized to execute the Resolution and Ordinance and the City Manager and City Clerk be authorized to execute the Contract.)*
  
- I. Consideration of a Petition for the Lake Bloomington Lease Transfer of Lot 15 in Block 3 in Camp Kickapoo from Jeff and Tracy Barth to Matt and Lucy Wisdom, as requested by the Water Department. *(Recommend the Lake Lease Transfer be approved, subject to the following contingencies: (1) the new leaseholders apply for permits for existing non-leased marginal land and reservoir improvements that are determined compliant with the City rules and regulations within six months of transfer; (2) the new leaseholders apply for an electrical permit for electrical installations on the non-leased marginal land; (3) any and all lease and refuse fees due to the City are paid in full; (4) the City is provided with documentation of the sale of the house located on the property; and the Mayor and City Clerk be authorized to execute the necessary documents.)*
  
- J. Consideration of an Ordinance amending Chapter 6 of the Bloomington City Code to create a new Liquor License Classification allowing the retail sale of packaged beer and wine for consumption on or off the premises where sold and Amending Chapter 6 Section 7B to impose a fee for the new License Classification, as requested by the Legal Department. *(Recommend the Ordinance amending Chapter 6 of the Bloomington City Code creating a new Liquor License Classification allowing the retail sale of packaged beer and wine for consumption on or off the premises where sold and amending Chapter 6 Section 7B to impose a fee for the new License Classification be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.)*
  
- K. Consideration of an Ordinance Suspending Portions of Section 701 of Chapter 31 and Section 26(d) of Chapter 6 of the City Code for a Wedding Reception at Davis Lodge at Lake Bloomington on September 1, 2018, the request from Madison Jameson and Matthew Ganden to allow moderate consumption of alcohol, as requested by the City Clerk's Office. *(Recommend the Ordinance Suspending Portions of Section 701 of Chapter 31 and Section 26(d) of Chapter 6 of the City Code for a Wedding Reception at Davis Lodge at Lake Bloomington on September 1, 2018, be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.)*

## **8. "Regular Agenda"**

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**NOTE:** Action may be taken by the City Council on the agenda's action items (those items listed on the Consent Agenda and Regular Agenda) beyond the motions listed and/or staff recommendations. Ordinances and resolutions listed on the agenda may further be amended and/or revised prior to adoption by the City Council. No action will be taken if the agenda item is listed as only informational.

- A. Administrative Review of a Zoning Board of Appeals decision to deny a petition for a variance to allow a six-foot reduction in the required rear yard setback for the property at 303 Seville Road, Case Z-12-18, as filed and requested by the Petitioner.

*Recommend*

- 1) *The decision of the Zoning Board of Appeals passed June 20, 2018 be upheld and an ordinance denying the petition for a variance from Chapter 44 Section 6-40, request for a six foot reduction in the required rear yard, be passed and the Mayor and City Clerk be authorized to execute the necessary documents;*

*or, alternatively,*

- 2) *The decision of the Zoning Board of Appeals passed June 20, 2018 be reversed and an ordinance approving the petition for a variance from Chapter 44 Section 6-40, request for a six foot reduction in the required rear yard, be passed, and the Mayor and City Clerk be authorized to execute the necessary documents.*

*(Presentation by Tim Gleason, City Manager, and Bob Mahrt, Community Development Director, 5 minutes, City Council discussion, 5 minutes.)*

- B. Consideration of a Resolution designating and authorizing the project to reconfigure and resurface Front Street from Madison Street to Center Street, as a Redevelopment Project, in the Downtown-Southwest Redevelopment Project Area, at an estimated cost of \$250,000, as requested by the Public Works Department and the Community Development Department's Office of Economic Development. *(Recommend the Resolution designating and authorizing a Redevelopment Project in the Downtown-Southwest Redevelopment Project Area be approved, at an estimated cost of \$250,000, and the Mayor and City Clerk be authorized to execute the necessary documents.) (Presentation by Kevin Kothe, City Engineer, 5 minutes, City Council discussion, 5 minutes.)*

**9. City Manager's Discussion**

**10. Mayor's Discussion**

**11. City Aldermen's Discussion**

**12. Executive Session – Cite Section**

**13. Adjournment**

**14. Notes**

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# RECOGNITIONS



COUNCIL DATE: August 13, 2018

**COUNCIL AGENDA ITEM NO. 5**

Recognition/Appointments

- A. Reappointment of Monica Bullington to the Connect Transit Board.
- B. Appointment of Cody Hendricks to the Japanese Sister City Committee.

# CONSENT AGENDA



**CONSENT AGENDA ITEM NO: 7A**

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** City Clerk's Office

**SUBJECT:** Consideration of approving the Minutes of the July 23, 2018 Regular City Council Meeting.

**RECOMMENDATION/MOTION:** The reading of minutes be dispensed and approved as printed.

**STRATEGIC PLAN LINK:** Goal 1. Financially sound City providing quality basic services.

**STRATEGIC PLAN SIGNIFICANCE:** Objective 1d. City services delivered in the most cost-effective, efficient manner.

**BACKGROUND:** The minutes of the meetings provided have been reviewed and certified as correct and complete by the City Clerk.

In compliance with the Open Meetings Act, Council Proceedings must be approved within thirty (30) days after the meeting or at the Council's second subsequent regular meeting whichever is later.

In accordance with the Open Meetings Act, Council Proceedings are made available for public inspection and posted to the City's web site within ten (10) days after Council approval.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** N/A

**FINANCIAL IMPACT:** N/A

Respectfully submitted for Council consideration.

Prepared by: Cherry L. Lawson, C.M.C., City Clerk

Recommended by:

A handwritten signature in black ink, appearing to read "Tim Gleason", written over a white background.

Tim Gleason  
City Manager

**Attachments:**

- July 23, 2018 Regular City Council Meeting Minutes



**CONSENT AGENDA ITEM: 7B**

FOR COUNCIL: August 13, 2018

**SUBJECT:** Consideration of approving Bills, Payroll, and Electronic Transfers in the amount of \$10,544,709.33.

**RECOMMENDATION/MOTION:** The Bills, Payroll, and Electronic Transfers be allowed in the amount of \$10,544,709.33, and orders drawn on the Treasurer for the various amounts as funds are available.

**STRATEGIC PLAN LINK:** Goal 1. Financially sound City providing quality basic services.

**STRATEGIC PLAN SIGNIFICANCE:** Objective 1d. City services delivered in the most cost-effective, efficient manner.

**FINANCIAL IMPACT:** Total disbursements to be approved \$10,544,709.33 (Payroll total \$4,852,474.21, Accounts Payable total \$4,133,868.61, and Electronic Transfers total \$1,558,366.51).

Respectfully submitted for Council consideration.

Prepared By: Frances Watts, Accounts Payable

Reviewed By: Scott Rathbun, Interim Finance Director

Recommended By:

A handwritten signature in black ink, appearing to read "Tim Gleason", written over a horizontal line.

Tim Gleason  
City Manager

**Attachment:**

- Bills, Payroll, and Electronic Transfers on file in the Clerk's office. Also available at [www.cityblm.org](http://www.cityblm.org).
- Summary Sheet Bills, Payroll, and Electronic Transfers



**CITY OF BLOOMINGTON FINANCE REPORT**

**Council of August 13, 2018**

**PAYROLL**

| <b>Date</b>                                  | <b>Gross Pay</b> | <b>Employer Contribution</b> | <b>Totals</b>          |
|--|------------------|------------------------------|------------------------|
| 7/19/2018                                    | \$ 1,521,799.11  | \$ 387,708.99                | \$ 1,909,508.10        |
| 7/20/2018                                    | \$ 263,799.93    | \$ 82,081.62                 | \$ 345,881.55          |
| 7/27/2018                                    | \$ 269,348.18    | \$ 81,782.90                 | \$ 351,131.08          |
| 8/2/2018                                     | \$ 1,491,994.33  | \$ 386,552.05                | \$ 1,878,546.38        |
| 8/3/2018                                     | \$ 271,342.14    | \$ 82,642.53                 | \$ 353,984.67          |
| 7/20/2018-7/25/2018<br>Off Cycle Adjustments | \$ 11,845.31     | \$ 1,577.12                  | \$ 13,422.43           |
| <b>PAYROLL GRAND TOTAL</b>                   |                  |                              | <b>\$ 4,852,474.21</b> |

**ACCOUNTS PAYABLE (WIRES)**

| <b>Date</b>           | <b>Bank</b>       | <b>Total</b>           |
|-----------------------|-------------------|------------------------|
| 8/13/2018             | AP General        | \$ 3,979,912.97        |
| 8/13/2018             | AP JM Scott       | \$ 24,860.00           |
| 8/13/2018             | AP Comm Devel     | \$ 16,618.15           |
| 8/13/2018             | AP IHDA           | \$ 3,345.00            |
| 8/13/2018             | AP Library        | \$ 107,438.82          |
| 8/13/2018             | AP MFT            | \$ 1,693.67            |
| 5/20/2018-8/12/2018   | AP Bank Transfers | \$ 1,558,366.51        |
| <b>AP GRAND TOTAL</b> |                   | <b>\$ 5,692,235.12</b> |

**PCARDS**

| <b>Date Range</b>        | <b>Total</b> |
|--------------------------|--------------|
| <b>PCARD GRAND TOTAL</b> |              |

|              |                         |
|--------------|-------------------------|
| <b>TOTAL</b> | <b>\$ 10,544,709.33</b> |
|--------------|-------------------------|

Respectfully,

**F. Scott Rathbun**  
Interim Finance Director



**CONSENT AGENDA ITEM NO. 7C**

FOR COUNCIL: August 13, 2018

**SUBJECT:** Consideration of Approving a Reappointment to the Connect Transit Board and an Appointment to the Japanese Sister City Committee.

**RECOMMENDATION/MOTION:** Monica Bullington be reappointed to the Connect Transit Board and that Cody Hendricks be appointed to the Japanese Sister City Committee.

**STRATEGIC PLAN LINK:** Goal 4. Strong Neighborhoods.

**STRATEGIC PLAN SIGNIFICANCE:** Objective 4e. Strong partnership with residents and neighborhood associations.

**BACKGROUND:** The Mayor of the City of Bloomington has nominated and I ask your concurrence in the reappointment of:

**Connect Transit Board:** Monica Bullington to the Connect Transit Board. Monica's term will be effective immediately and will expire 6-30-22 at which time she will be eligible to reapply. Application is on file in the Administration Office.

**BACKGROUND:** The Mayor of the City of Bloomington has nominated and I ask your concurrence in the appointment of:

**Japanese Sister City:** Cody Hendricks to the Japanese Sister City Committee. Cody will be fulfilling the term previously held by Teodora Amoloza who resigned 8-31-16. Cody's term is effective immediately and will expire 4-30-19 at which time he will be eligible to reapply. Application is on file in the Administration Office.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** Mayor contacts all recommended appointments.

**FINANCIAL IMPACT:** N/A

**COMMUNITY DEVELOPMENT IMPACT:** N/A

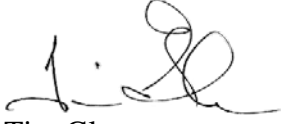
**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION:** N/A

Respectfully submitted for Council consideration.

Prepared by:

M. Beth Oakley, Executive Assistant

Recommended by:

A handwritten signature in black ink, appearing to read 'Tim Gleason', with a stylized flourish at the end.

Tim Gleason  
City Manager

**Attachments:**

- Roster



## CONSENT AGENDA ITEM NO. 7D

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** Public Works

**SUBJECT:** Consideration of a Road Dedication Agreement with Three M's, LLC (an Illinois Limited Liability Company) for Right-of-Way Dedication and Temporary Easement, in conjunction with the G.E. Road and Keaton Place/Auto Row Drive Intersection Improvement project, in the amount of \$875, as requested by the Public Works Department.

**RECOMMENDATION/MOTION:** The Road Dedication Agreement with Three M's, LLC for Right-of-Way Dedication and Temporary Easement, in conjunction with the G.E. Road and Keaton Place/Auto Row Drive Intersection Improvement Project, in the amount of \$875, be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.

**STRATEGIC PLAN LINK:** Goal 2. Upgrade the City infrastructure and facilities

**STRATEGIC PLAN SIGNIFICANCE:** Objective 2a: Better quality roads and sidewalk

**BACKGROUND:** Public Works is recommending the approval of a Road Dedication Agreement, which includes right-of-way dedication and temporary easement from Three M's, LLC. The right-of-way dedication and temporary easement are needed for the construction of the GE Road and Keaton Place/Auto Row Drive Intersection Improvement Project. The details and location of the agreement can be found in the attached offer letter, agreement, and location map. Staff is working to acquire easements and right-of way from three (3) other parcels in order to complete this project. Staff's goal is to bid the project in the fall of 2018, provided that the acquisitions can be completed in time.

### Project Need

GE Road is a four-lane, urban arterial that serves over 18,000 vehicles per day. The intersection at Keaton Place/Auto Row Drive is located just over 400 feet east of Veterans Parkway and services a car dealership, retail shops, and popular restaurants. The existing traffic control at this location is a two-way stop, with Keaton Place/Auto Row Drive stopping for GE Road. The northbound left turn from Keaton onto G.E. accounts for 72% of the traffic exiting Keaton. The turn is difficult, especially at peak traffic times.

### Proposed Project

Knight A.E. (the design consultant), performed a detailed traffic study for this intersection. A four-way stop is not a viable option at this location due to the high east-west volume on GE Road and the subject intersections proximity to Veterans Parkway. The proposed plan for the GE Road and Keaton Place/Auto Row Drive Intersection includes installing traffic signals, installing a dual

northbound left turn lane, and increasing the corner radii on all four quadrants to accommodate large delivery vehicles that support nearby businesses.

Project Cost

The City has included in its 2018-2019 budget the following Motor Fuel Tax funds:

Land Acquisition: \$100,000

Construction: \$1,000,000

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** Representatives of the affected property owners: Barker Motors, Walgreens, and Mechanical Devices. Representatives of utility companies with facilities in the area: Ameren, Verizon, NICOR, Comcast, Campus Communications, Country Companies, MetroNet, and MCI.

**FINANCIAL IMPACT:** Funds will be allocated from the Motor Fuel Tax-Land account (20300300-72510) in the amount of \$875 as consideration for this agreement. Stakeholders can locate the account in the FY 2019 Adopted Budget Book titled "Other Funds & Capital Improvement" on pages 8, 243, 248, 251, and 252.

**COMMUNITY DEVELOPMENT IMPACT:** N/A

**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY**

**CONSTRUCTION:** The City will need to pay for ongoing electricity costs for the traffic signal.

Respectfully submitted for Council consideration.

Prepared By: Kevin Kothe, PE, City Engineer  
Michael Hill, Miscellaneous Technical Assistant

Reviewed By: Jim Karch, PE CFM, Director of Public Works

Financial & Budgetary Review By: Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- Letter and Agreement

- Location Map



**CONSENT AGENDA ITEM NO. 7E**

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** Public Works

**SUBJECT:** Consideration of a Road Dedication Agreement with Brad Barker Motors, Inc. (an Illinois Corporation) for Right-of-Way Dedication and Temporary Easement, in conjunction with the G.E. Road and Keaton Place/Auto Row Drive Intersection Improvement project, in the amount of \$2,500, as requested by the Public Works Department.

**RECOMMENDATION/MOTION:** The Road Dedication Agreement with Brad Barker Motors, Inc. for Right-of-Way Dedication and Temporary Easement, in conjunction with the G.E. Road and Keaton Place/Auto Row Drive Intersection Improvement Project, in the amount of \$2,500, be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.

**STRATEGIC PLAN LINK:** Goal 2. Upgrade the City infrastructure and facilities

**STRATEGIC PLAN SIGNIFICANCE:** Objective 2a: Better quality roads and sidewalk

**BACKGROUND:** Public Works is recommending the approval of a Road Dedication Agreement, which includes right-of-way dedication and temporary easement from Brad Barker Motors, Inc. The right-of-way dedication and temporary easement are needed for the construction of the GE Road and Keaton Place/Auto Row Drive Intersection Improvement Project. The details and location of the agreement can be found in the attached offer letter, agreement, and location map. Staff is working to acquire easements and right-of way from three (3) other parcels in order to complete this project. Staff's goal is to bid the project in the fall of 2018, provided that the acquisitions can be completed in time.

**Project Need**

GE Road is a four-lane, urban arterial that serves over 18,000 vehicles per day. The intersection at Keaton Place/Auto Row Drive is located just over 400 feet east of Veterans Parkway and services a car dealership, retail shops, and popular restaurants. The existing traffic control at this location is a two-way stop, with Keaton Place/Auto Row Drive stopping for GE Road. The northbound left turn from Keaton onto G.E. accounts for 72% of the traffic exiting Keaton. The turn is difficult, especially at peak traffic times.

**Proposed Project**

Knight A.E. (the design consultant), performed a detailed traffic study for this intersection. A four-way stop is not a viable option at this location due to the high east-west volume on GE Road and the subject intersections proximity to Veterans Parkway. The proposed plan for the GE Road and Keaton Place/Auto Row Drive Intersection includes installing traffic signals, installing a dual

northbound left turn lane, and increasing the corner radii on all four quadrants to accommodate large delivery vehicles that support nearby businesses.

Project Cost

The City has included in its 2018-2019 budget the following Motor Fuel Tax funds:

Land Acquisition: \$100,000

Construction: \$1,000,000

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** Representatives of the affected property owners: Barker Motors, Walgreens, and Mechanical Devices. Representatives of utility companies with facilities in the area: Ameren, Verizon, NICOR, Comcast, Campus Communications, Country Companies, MetroNet, and MCI.

**FINANCIAL IMPACT:** Funds will be allocated from the Motor Fuel Tax-Land account (20300300-72510) in the amount of \$2,500 as consideration for this agreement. Stakeholders can locate the account in the FY 2019 Adopted Budget Book titled "Other Funds & Capital Improvement" on pages 8, 243, 248, 251 and 252.

**COMMUNITY DEVELOPMENT IMPACT:** N/A

**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY**

**CONSTRUCTION:** The City will need to pay for ongoing electricity costs for the traffic signal.

Respectfully submitted for Council consideration.

Prepared By: Kevin Kothe, PE, City Engineer  
Michael Hill, Miscellaneous Technical Assistant

Reviewed By: Jim Karch, PE CFM, Director of Public Works

Financial & Budgetary Review By: Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- Letter and Agreement



- Location Map



## CONSENT AGENDA ITEM NO. 7F

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** Public Works

**SUBJECT:** Consideration of a Contract with Stark Excavating, Inc. for construction of sidewalk along West Washington Street and across two Union Pacific Railroad crossings (BID# 2019-08), in the amount of \$35,516.07, as requested by the Public Works Department.

**RECOMMENDATION/MOTION:** The Contract with Stark Excavating, Inc. (BID# 2019-08) for construction of sidewalk along West Washington Street and across two Union Pacific Railroad crossings (Bid #2019-08) in the amount of \$35,516.07 be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.

**STRATEGIC PLAN LINK:** Goal 2. Upgrade City Infrastructure and Facilities.

**STRATEGIC PLAN SIGNIFICANCE:** Objective 2a. Better quality roads and sidewalks.

**BACKGROUND:** The Public Works Department is recommending the approval of a contract with Stark Excavating, Inc. to build sidewalk across two Union Pacific Railroad crossings to connect City sidewalk east and west of the Union Pacific Railroad crossings. The sidewalk will provide an access route for pedestrians to cross the tracks.



The Illinois Department of Transportation (IDOT) installed a pedestrian crossing at the track furthest east as part of the Illinois High Speed Rail (HSR) project. The furthest east track has the highest train count of the three tracks and carries Amtrak passenger trains. However, IDOT did not extend the sidewalk across the two additional industry tracks to Cargill and the Norfolk Southern track connection during the HSR project. Since then, IDOT has agreed to reimburse the City to complete sidewalk crossing of the two additional tracks.

On September 15, 2016, City staff secured an order from the Illinois Commerce Commission allowing the sidewalk crossing. Council approved a sidewalk easement agreement with Union Pacific Railroad on May 14, 2018. City staff completed the plans and specifications for sidewalk construction, and put it out to bid on July 5, 2018. City staff advertised the project, and interested contractors picked up plan sets to prepare bids. Staff opened two (2) sealed bids for the project at

2:00 p.m., July 26, 2018. The following is the summary of the bids received, listed from lowest to the highest:

|                             |                               |
|-----------------------------|-------------------------------|
| Engineer's Estimate         | \$31,000.00                   |
| <b><i>Bidder's Name</i></b> | <b><i>Base Bid Amount</i></b> |
| *Stark Excavating Inc.      | \$35,516.07                   |
| Rowe Construction, Inc.     | \$56,550.05                   |

\*Recommended, responsible low bidder.

Staff has analyzed the bids and recommends the acceptance of the lowest bid from Stark Excavating, Inc. in the amount of \$35,516.07.

The City will pay the sidewalk contractor directly, and then IDOT will reimburse the City following completion of the work. Staff expects that the work can be completed by December 1, 2018.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** City staff had the bid package published in The Pantagraph and the IDOT Bulletin on July 5, 2018 and held a pre-bid meeting on July 12, 2018. Three (3) contractors attended the pre-bid meeting. Staff held the bid opening on July 26, 2018 at 2:00pm at City Hall.

**FINANCIAL IMPACT:** Funds will be allocated from the Capital Improvement-Street Construction & Improvement account (40100100-72560) in the amount of \$35,516.07 to pay the up-front costs of the construction. Funding is available in this account budget roll up group to pay for this work. Stakeholders can locate the account in the FY 2019 Adopted Budget Book titled "Other Funds & Capital Improvement" on pages 78, 243, 259 and 275. Once the project is completed, the Capital Improvement Fund will receive full reimbursement from the Illinois Department of Transportation.

**COMMUNITY DEVELOPMENT IMPACT:** N/A

**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION:** The City will be responsible for future maintenance of this sidewalk.

Respectfully submitted for Council consideration.

Prepared By: Greg Kallevig, PE, CFM, Civil Engineer II  
Michael Hill, Miscellaneous Technical Assistant

Reviewed By: Jim Karch, P.E., MPA, Director of Public Works

Finance & Budgetary Review By: Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:

A handwritten signature in black ink, appearing to read 'Tim Gleason', written over a horizontal line.

Tim Gleason  
City Manager

**Attachments:**

- Contract
- Location Map
- Bid Tab



## CONSENT AGENDA ITEM NO. 7G

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** Public Works

**SUBJECT:** Consideration of a Resolution approving the installation of a Route 66 Experience Hub on public property at the Northeast corner of Jefferson Street and Main Street, in accordance with the requirements of Chapter 3, Section 6.4 of the Bloomington City Code, as requested by the Public Works Department.

**RECOMMENDATION/MOTION:** The Resolution approving the installation of a Route 66 Experience Hub on public property at the Northeast corner of Jefferson Street and Main Street in accordance with the requirements of Chapter 3, Section 6.4 of the Bloomington City Code be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.

**STRATEGIC PLAN LINK:** Goal 2. Upgrade City Infrastructure and Facilities; Goal 4. Strong Neighborhoods; Goal 5. Great Place – Livable, Sustainable City; Goal 6. Prosperous Downtown Bloomington.

**STRATEGIC PLAN SIGNIFICANCE:** Objective 2d. Well-designed, well-maintained City facilities emphasizing productivity and customer service; Objective 4d. Improved neighborhood infrastructure; Objective 5a. Well-planned City with necessary services and infrastructure; Objective 5e. More attractive city: commercial areas and neighborhoods; Objective 6a. More beautiful, clean Downtown area; Objective 6c. Downtown becoming a community and regional destination.

**BACKGROUND:** Public Works is recommending the installation of a Route 66 Experience Hub on public property at the northeast corner of Jefferson Street and Main Street. Chapter 3, Section 6.4 of the Bloomington City Code regulates the placement of signs on public property. As per the code, certain sign installations, such as advertising signs and billboards, require written approval by City Council when located in the right-of-way and on public property. Some signs, such as traffic signs or directional signs, are exempt from the written approval requirement. The proposed Route 66 Experience Hub is an interactive, informational freestanding sign that promotes Bloomington's history. The Advertising Sign Code does not provide an exemption for the Hub and therefore, the sign requires written approval by City Council before the Public Works Department can begin installation.

The Route 66 Experience Hub is a freestanding ground sign approximately 9' tall by 4' wide. Construction details are attached to this memo. The Hub is provided to the community by the Convention and Visitor's Bureau. The Hub is interactive and provides information about local historic resources relevant to Route 66. The Hub requires electricity to operate. Staff recommended the proposed location for a number of reasons. First, the corner of Main St. and Jefferson St. has available conduit for power and is located on Route 66. The site is near the Route 66 Visitor's Center and encourages guests to also visit downtown shops located on the Route. Lastly, the corner captures three important historic view sheds: north looking down Main St; west looking towards the Courthouse Square; and, south looking at the former State Farm Headquarters building. Similar Hubs are installed at Route 66 attractions in Normal, Pontiac, Lincoln, and Springfield. Information is available online at [www.illinoisroute66.info/experience-hubs.html](http://www.illinoisroute66.info/experience-hubs.html).



**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** The Bloomington-Normal Area Convention & Visitors Bureau is purchasing and providing the Hub.

**FINANCIAL IMPACT:** The Convention and Visitor's Bureau is providing the Route 66 Experience Hub sign. Installation will be completed by City crews with minimal labor and material costs.

**COMMUNITY DEVELOPMENT IMPACT:** The Neighborhoods, Economic Development, and Downtown chapters of the City's Comprehensive Plan 2035 (Adopted August 24, 2015) includes multiple goals and objectives related to downtown signage and promoting Route 66 tourism:

***N-2. Improve community identity and appearance by celebrating the unique nature and character of the City's individual neighborhoods.***

N-2.1 Create and define neighborhood identity where none currently exists.

N-2.2 Celebrate the uniqueness of Bloomington's neighborhoods.

***ED-5. Enhance tourism based-economic development.***

ED-5.1 Expand tourism attractions and destinations.

***D-2. Market and promote the unique brand and image of Downtown Bloomington***

D-2.1 Identify and designate gateways to Downtown.

D-2.3 Improve Wayfinding Downtown.

#### **FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY**

**CONSTRUCTION:** Operational costs will be nominal, since the Route 66 Experience Hub will be connected to the street light grid.

Respectfully submitted for Council consideration.

Prepared By: Michael Hill, Miscellaneous Technical Assistant  
Katie Simpson, City Planner

Reviewed By: Jim Karch, P.E., MPA, Director of Public Works

Finance & Budgetary Review By: Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- Resolution
- Photos
- Supporting Document



## CONSENT AGENDA ITEM NO. 7H

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** Fire Department and Parks, Recreation and Cultural Arts

**SUBJECT:** Consideration of (1) a Resolution Waiving the Formal Bid Process to approve Masonry Work for the Fire Service Memorial, (2) an Ordinance Amending the Fiscal Year 2019 Budget in the amount of \$59,100, and (3) a Contract with Keystone Construction Enterprises, Inc. for Masonry Work in the amount of \$33,264, as requested by the Fire and Parks, Recreation, and Cultural Arts Departments.

**RECOMMENDATION/MOTION:** (1) A Resolution Waiving the Formal Bid Process to approve Masonry Work for the Fire Service Memorial, (2) an Ordinance Amending the Fiscal Year 2019 Budget in the amount of \$59,100, (3) a Contract with Keystone Construction Enterprises, Inc. for Masonry Work in the amount of \$33,264 be approved, the Mayor and City Clerk be authorized to execute the Resolution and Ordinance and the City Manager and City Clerk be authorized to execute the Contract.

**STRATEGIC PLAN LINK:** Goal 5. Great Place – Livable, Sustainable City

**STRATEGIC PLAN SIGNIFICANCE:** Objective 5e. More attractive city: commercial areas and neighborhoods

**BACKGROUND:** The Fire Department 150th Committee has been fund raising to build a Fire Service Memorial in Miller Park. Bloomington Parks and Recreation staff will be doing most of the site preparation and construction work. A professional masonry contractor is needed to build all of the vertical formations. This work is detailed in the estimates and shown in the blue prints to include the three vertical columns on each of the two wings, the three pedestal bases one for each statue and one to support the historical bell, as well as the radius sitting wall around the bell. This work needs to be completed by September 30th, 2018 prior to the dedication ceremony on October 13th during Fire Prevention Week. Due to the tight deadline and the limited number of masonry specialist available, it was necessary to obtain estimates from companies in the area to begin the work as soon as possible to meet the September 30, 2018 deadline. Keystone Construction Enterprises, Inc. provided the lowest, responsible estimate and ability to meet the deadline. The Fire Department is asking Council to waive the formal bidding process so the work will be completed in time for the dedication ceremony.

The project is being completed as a cooperative effort between the Fire Department and the Parks, Recreation and Cultural Arts Department. The funding for this project has been provided through donations. Fund raising has secured \$101,600, with the Foreign Fire Insurance Board committing to fund the additional amount needed to reach the now estimated \$160,000 cost of the project by calendar year 2022. The donations are in the Park Dedication fund for the Miller



Park area and PRCA Director Tetzloff has agreed to allow the use of fund balance that is available in that fund to continue with the project. The budget amendment will allow for sufficient funds needed to complete the project to meet the dedication ceremony. Any use of the Park Dedication fund balance will be reimbursed by the future donations from the Foreign Fire Insurance Board within the next three (3) fiscal years. Staff will bring back any additional items, if needed, to award the work at a future date.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** Bloomington Firefighter Local 49, Bloomington Normal Firefighter Retirees Association, citizens through social media.

**FINANCIAL IMPACT:** If approved, a Budget Amendment for \$59,100 will be executed for the Park Dedication-Other Capital Outlay account (24104100-72190) and \$33,264.00 will be paid for masonry work from that account. The Park Dedication fund will be reimbursed by the Foreign Fire Insurance Board in whole over the course of the next 3 fiscal years for any fund balance that has to be used to complete the project. Park Dedication funds are payments received from developers to provide park facilities when a subdivision is developed. Please see Budget Amendment Exhibit 1 for specific account details.

**COMMUNITY DEVELOPMENT IMPACT:** N/A

**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION:** N/A

Respectfully submitted for Council consideration.

Prepared By: Brian Mohr, Fire Chief

Finance & Budgetary Review By: Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- Resolution
- Ordinance
- Contract With Keystone Construction
- Keystone Construction Quote

- Garneau Construction Quote
- Catalyst Construction, Inc. No Quote
- Aerial Blue Print
- Side View Blue Print
- Budget Amendment Exhibit



## CONSENT AGENDA ITEM NO. 7I

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** Water Department

**SUBJECT:** Consideration of a Petition for the Lake Bloomington Lease Transfer of Lot 15 in Block 3 in Camp Kickapoo from Jeff and Tracy Barth to Matt and Lucy Wisdom, as requested by the Water Department.

**RECOMMENDATION/MOTION:** The Lake Lease Transfer be approved, subject to the following contingencies: (1) the new leaseholders apply for permits for existing non-leased marginal land and reservoir improvements that are determined compliant with the City rules and regulations within six months of transfer; (2) the new leaseholders apply for an electrical permit for electrical installations on the non-leased marginal land; (3) any and all lease and refuse fees due to the City are paid in full; (4) the City is provided with documentation of the sale of the house located on the property; and the Mayor and City Clerk be authorized to execute the necessary documents.

**STRATEGIC PLAN LINK:** Goal 1. Financially sound City providing quality basic services.

**STRATEGIC PLAN SIGNIFICANCE:** Objective 1a. Budget with adequate resources to support defined services and level of services.

**BACKGROUND:** The sewage disposal system letter from the McLean County Health Department was completed on July 18, 2018. This letter provides regulation requirements for surface discharging septic installations.

In addition, the evaluation report, dated July 17, 2018, from Rob Williamson indicated the following septic system conditions:

1. That the water softener discharges to the floor drain which discharges to the septic system. This may remain as is until the septic system is repaired or replaced.
2. The sand filter is a minimum 158 square feet too small. This may remain as is until the septic system is repaired or replaced.
3. The cap on the chlorinator tube was not in good condition. This was replaced by Mr. Rob Williamson.
4. There was no evidence of chlorine in the chlorinator. Mr. Rob Williamson provided chlorine tablets at the time of the evaluation.

The septic system was installed in 1995 and is now approximately twenty-three (23) years old. The McLean County Health Department considers the average life expectancy of a septic system to be 20-25 years. However, this can be affected greatly by usage patterns of the premises (seasonal versus full time occupancy) and system maintenance. Though useful life of a sewage disposal system can extend past the average life span noted by the McLean County Health Department, staff cannot accurately estimate the useful life remaining in the existing system. If the system were to fail, the resident would be responsible for the costs associated with repair of the system and there is a possibility, based on the size of the leased lot, the resident would not have any viable repair/replacement options. Currently, a City owned sanitary sewage collection system does not exist at Lake Bloomington and therefore the City is not in a position to assist the resident in the event of sewage disposal system failure.

Staff has reviewed the lot and found that dock and seawall improvements have been constructed on the City owned reservoir and non-leased marginal land. Staff has performed a search of permits issued for the Lake Bloomington community and found that no permits were issued for Lot 15 in Block 3 in Camp Kickapoo. Further, it should be noted that City Code Chapter 23, Section 53, provides that permits shall not be transferable, and that all benefits which may be derived therefrom shall accrue only to the person to whom the permit is originally issued. Pursuant to Chapter 23, Section 53, staff recommends that the transfer be subject to the new leaseholder applying for permits for existing non-leased marginal land and reservoir improvements that are determined to be compliant with City rules and regulations within six (6) months of transfer. In addition, electricity has been installed on the non-leased marginal land and therefore new leaseholder must apply for an electrical permit and inspection through the Community Development Department within six (6) months of transfer.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** N/A

**FINANCIAL IMPACT:** The City will continue to receive an annual rent of \$962.73 for Lot 15 in Block 15 of Camp Kickapoo based on its EAV of \$240,682.00 under the current lease rate of \$0.40 per \$100.00 EAV, as well as receive \$128.28 annually for garbage collection. Lease revenue is posted into the Water Lake Maintenance-Lease Income account (50100140-57590). Stakeholders can locate this in the FY 2019 Budget Book titled "Other Funds and Capital Improvement" on page 131. The PIN is 08-06-353-014.

**COMMUNITY DEVELOPMENT IMPACT:** UEQ-1 Provide quality public infrastructure within the City to protect public health, safety and the environment.

Link to Comprehensive Plan/Downtown Plan Goals: UEW-1.5 Reliable water supply and distribution system that meets the needs of the current and future residents.

**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION:** N/A

Respectfully submitted for Council consideration.

Prepared By:

Joseph M. Darter, Property Manager

Reviewed By: Brett Lueschen, Acting Water Director

Finance & Budgetary Review By: Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Water/Community Dev. Review By: Bob Mahrt, Community Development Director

Legal Review By: George D. Boyle, Assistant Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- Current Lease
- Clerk Memo
- Petition
- MCHD Letter
- Proposed Lake Lease Agreement
- Location Map
- Camp Kickapoo Unrecorded Plat Map
- Structures on Marginal Land Map
- Marginal Land/Reservoir Existing Structures Photographs



## CONSENT AGENDA ITEM NO. 7J

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** Legal Department

**SUBJECT:** Consideration of an Ordinance amending Chapter 6 of the Bloomington City Code to create a new Liquor License Classification allowing the retail sale of packaged beer and wine for consumption on or off the premises where sold and Amending Chapter 6 Section 7B to impose a fee for the new License Classification, as requested by the Legal Department.

**RECOMMENDATION/MOTION:** The Ordinance amending Chapter 6 of the Bloomington City Code creating a new Liquor License Classification allowing the retail sale of packaged beer and wine for consumption on or off the premises where sold and amending Chapter 6 Section 7B to impose a fee for the new License Classification be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.

**STRATEGIC PLAN LINK:** 3. Grow the Local Economy.

**STRATEGIC PLAN SIGNIFICANCE:** a. Retention and growth of current local businesses. d. Expanded retail businesses.

**BACKGROUND:** The City's liquor code currently requires that packaged liquor can only be consumed off of the premises where it is sold. The proposed ordinance would create a classification of liquor license that would allow a licensee to sell packaged beer or wine to be consumed either on or off the premises where sold.

The proposed ordinance also would amend Section 7B to provide for an annual license fee of \$1,000.00 for the remainder of 2018, \$1,100.00 for calendar years 2019 and 2020 and \$1,200.00 for calendar years 2021 and thereafter. This fee is at a level that is commensurate with other fees for liquor licenses in the code.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** Creation of this license was discussed at the Liquor Commission regular monthly meeting on June 12, 2018, and July 10, 2018. A representative of Green Top Grocery spoke in favor of the change on June 12, 2018. No one spoke against the proposed classification at either Commission hearing. Draft minutes of the hearing are attached to this memorandum.

**FINANCIAL IMPACT:** Currently, Green Top Grocery pays \$800 annually for their current Class PB liquor license and \$500 annually for Sunday sales. The new license designation, if approved, would increase the license fee as explained in the background section. The revenue for liquor licenses is recorded in the Non-Departmental-Liquor License account (10010010-51010).

Stakeholders can locate this in the FY 2019 Adopted Budget Book titled “Budget Overview & General Fund” on page 119.

**COMMUNITY DEVELOPMENT IMPACT:** N/A

**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION:** N/A

Respectfully submitted for Council consideration.

Prepared By: George D. Boyle, Assistant Corporation Counsel

Reviewed By: Jeff Jurgens, Corporation Counsel

Finance & Budgetary Review By: Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Recommended by:



Time Gleason  
City Manager

**Attachments:**

- Ordinance
- Minutes from the July 10, 2018 Liquor Commission Meeting



**CONSENT AGENDA ITEM NO. 7K**

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** City Clerk's Office

**SUBJECT:** Consideration of an Ordinance Suspending Portions of Section 701 of Chapter 31 and Section 26(d) of Chapter 6 of the City Code for a Wedding Reception at Davis Lodge at Lake Bloomington on September 1, 2018, the request from Madison Jameson and Matthew Ganden to allow moderate consumption of alcohol, as requested by the City Clerk's Office.

**RECOMMENDATION/MOTION:** The Ordinance Suspending Portions of Section 701 of Chapter 31 and Section 26(d) of Chapter 6 of the City Code for a Wedding Reception at Davis Lodge at Lake Bloomington on September 1, 2018, be approved, and the Mayor and City Clerk be authorized to execute the necessary documents.

**STRATEGIC PLAN LINK:** Goal 5. Great place – livable, sustainable City.

**STRATEGIC PLAN SIGNIFICANCE:** Objective 5.d. Appropriate leisure and recreational opportunities responding to the needs of residents.

**BACKGROUND:** The applicants submitted an application to serve beer and wine on a City owned property on June 24, 2018, to the City Clerk's Office. This request was presented to the Liquor Commission during the July 10, 2018, Liquor Commission Meeting. Pete Steadman, the uncle of the bride, Madison Jameson, appeared on her behalf. He stated the wedding reception would be held on September 1, 2018, at Davis Lodge and only beer and wine would be served by Nelson Catering.

Commissioner Renner stated that he would send this item forward to the City Council with a positive recommendation.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** N/A

**FINANCIAL IMPACT:** N/A

**COMMUNITY DEVELOPMENT IMPACT:** N/A

**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION:** N/A

Respectfully submitted for Council consideration.

Prepared By:

Cherry L. Lawson, C.M.C. City Clerk



Finance & Budgetary Review By:

Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Water/Community Dev. Review By:

Robert Yehl, PE, Water Director

Legal Review By:

George D. Boyle, Assistant Corporation Counsel

Recommended By:



Tim Gleason  
City Manager

**Attachments:**

- Ordinance
- Application

# REGULAR AGENDA



## REGULAR AGENDA ITEM NO. 8A

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** Community Development and Legal Departments

**SUBJECT:** Administrative Review of a Zoning Board of Appeals decision to deny a petition for a variance to allow a six-foot reduction in the required rear yard setback for the property at 303 Seville Road, Case Z-12-18, as filed and requested by the Petitioner.

### **RECOMMENDATION/MOTION:**

(1) The decision of the Zoning Board of Appeals passed June 20, 2018 be upheld and an ordinance denying the petition for a variance from Chapter 44 Section 6-40, request for a six foot reduction in the required rear yard, be passed and the Mayor and City Clerk be authorized to execute the necessary documents;

or, alternatively,

(2) The decision of the Zoning Board of Appeals passed June 20, 2018 be reversed and an ordinance approving the petition for a variance from Chapter 44 Section 6-40, request for a six foot reduction in the required rear yard, be passed, and the Mayor and City Clerk be authorized to execute the necessary documents.

**STRATEGIC PLAN LINK:** Goal 6. Great Places—Livable Sustainable City’s

**STRATEGIC PLAN SIGNIFICANCE:** Objective b. City decisions consistent with plans and polices

**BACKGROUND:** On May 23, 2018, an Application to the Board of Zoning Appeals ("Board") was filed by Randy Walker ("Petitioner") seeking a six foot rear yard variance to allow for the construction of a 240 square foot screened porch (15ft X 16ft) at 303 Seville Road. The Zoning Ordinance requires a thirty-foot (30) rear yard setback; the proposed porch would encroach six (6) feet into the required rear yard setback, resulting in a twenty-four (24) foot setback and necessitating a variance from the code.

Pursuant to the City's Zoning Code, the Board may grant variances only in specific instances where there would be practical difficulties or particular hardships in carrying out strict adherence to the Zoning Code. See Chapter 44, Section 44.13-4(A). Specifically, in order to grant a variance, the Zoning Board of Appeals must find that each of the following standards is met:

1. That the property has physical characteristics that pose unreasonable challenges which make strict adherence to the Code difficult; and

2. That the variance would be the minimum action necessary to afford relief to the applicant; and
3. That the special conditions and circumstances were not created by any action of the applicant; and
4. That granting the variation requested will not give the applicant any special privilege that is denied to others by the Code; and
5. That the granting of the variation will not be detrimental to the public welfare, alter the essential character of the neighborhood, nor unreasonable impair the use or development of adjoining properties.

On June 20, 2018, the Board held a public hearing on the petition. The public hearing provides members of the public with the opportunity to ask questions and testify in favor of or against the petition. Please see the minutes of the meeting for a summary of the proceedings at the hearing. No one spoke against the petition. One person spoke in favor of the petition. After conducting the public hearing on this petition, the Board determined case Z-12-18 did not meet all of the factors for a variance (44.13-4D). The Board voted to deny the variance application 4-0. One member recused themselves from the hearing and two members were absent from the hearing. The Zoning Board's decision is consistent with the staff recommendation.

Pursuant to the Zoning Code, Section 44.13-4(f), an aggrieved party may appeal to the City Council if a variation is rejected by the vote of less than (5) members of the Board. On June 29, 2018, a Request for Appeal was filed by the Petitioner, therefore now requiring the City Council to review the record of the Board's administrative public hearing and make a final administrative determination on the variances requested.

In ruling on the appeal, the City Council must now review the administrative record and make a determination whether, based on facts introduced into the record at the public hearing, the Petitioner met the standards necessary to be granted the variance requested. The Administrative Record consists of the following attachments:

1. Petition
2. Newspaper Notice
3. Mailing Sample and map
4. List of notified property owners
5. Returned courtesy notices
6. Agenda ZBA June 20, 2018
7. Staff report case Z-12-18
8. Staff presentation Z-12-18
9. ZBA Minutes June 20, 2018
10. Zoning Map for 303 Seville Rd
11. Aerial View of 303 Seville Rd
12. Notice of ZBA Decision-denial
13. Request for Council Appeal

14. Audio recording of the June 20, 2018 ZBA meeting

This is not a rehearing of the Petition and new evidence, or evidence not contained in the record, should not be solicited, heard or considered as part of the determination.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** Notice of the public hearing was published in *the Pantagraph* on June 4, 2018 in accordance with City Code. In accordance with the Zoning Code (Ordinance No. 2006-137) courtesy copies of the notice were mailed to approximately 80 property owners within 500 feet. A public hearing was held by the Zoning Board of Appeals.

**FINANCIAL IMPACT:** No financial impact is expected

**COMMUNITY DEVELOPMENT IMPACT:** NA

**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION:** NA

Respectfully submitted for Council consideration.

Prepared by: Katie Simpson, City Planner

Reviewed by: Bob Mahrt, Community Development Director

Financial & Budgetary Review by: Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Legal review by: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- Ordinance denying the variance request
- Ordinance allowing the variance request
- Administrative Record for case Z-12-18



## REGULAR AGENDA ITEM NO. 8B

FOR COUNCIL: August 13, 2018

**SPONSORING DEPARTMENT:** Public Works / Community Development – Office of Economic Development

**SUBJECT:** Consideration of a Resolution designating and authorizing the project to reconfigure and resurface Front Street from Madison Street to Center Street, as a Redevelopment Project, in the Downtown-Southwest Redevelopment Project Area, at an estimated cost of \$250,000, as requested by the Public Works Department and the Community Development Department’s Office of Economic Development.

**RECOMMENDATION/MOTION:** The Resolution designating and authorizing a Redevelopment Project in the Downtown-Southwest Redevelopment Project Area be approved, at an estimated cost of \$250,000, and the Mayor and City Clerk be authorized to execute the necessary documents.

**STRATEGIC PLAN LINK:** Goal 2. Upgrade City Infrastructure and Facilities; Goal 3. Grow the Local Economy; Goal 4: Strong Neighborhoods; Goal 5. Great Place – Livable, Sustainable City. Goal 6. Prosperous Downtown Bloomington.

**STRATEGIC PLAN SIGNIFICANCE:** Objective 2a. Better quality roads and sidewalks; Objective 3a. Retention and growth of current local businesses; Objective 3b. Attraction of new-targeted businesses that are the “right” fit for Bloomington; Objective 3c. Revitalization of older commercial homes; Objective 3d. Expanded retail businesses; Objective 3e. Strong working relationship among the City, businesses, economic development organizations. Objective 4c. Preservation of property/home valuations; Objective 4d. Improved neighborhood infrastructure; Objective 5b. City decisions consistent with plans and policies; Objective 5c. Incorporation of “Green Sustainable” concepts into City’s development and plans; Objective 5e. More attractive city: commercial areas and neighborhoods; Objective 6a. More beautiful, clean Downtown area; Objective 6b. Downtown Vision and Plan used to guide development, redevelopment and investments; Objective 6c. Downtown becoming a community and regional destination.

**BACKGROUND:** Staff recommends designating a portion of the upcoming road and sidewalk project on Front Street as a Redevelopment Project to enable the use of future TIF property tax increment (when available) to reimburse the City’s Capital Improvement Fund for sidewalk and street maintenance to cover the cost of the proposed roadwork, which includes reconfiguring, resurfacing, and making other improvements.

The Public Works Department is planning road and sidewalk work on Front Street between East Street and Madison Street as part of the 2018 citywide resurfacing contract. A portion of this project lies within the boundaries of the Downtown-Southwest TIF District. The City Council

established this TIF District on October 24, 2016. The Downtown-Southwest TIF District includes commercial properties along Madison Street and Washington Street in downtown Bloomington. The Downtown-Southwest Redevelopment Project Area is intended to induce development interest within this area and make improvements to public infrastructure.

The proposed project qualifies as a TIF eligible public works project under the TIF Act and would further the objectives outlined in the Redevelopment Plan for the Area including specifically, the Plan’s objective to “Provide for safe and efficient traffic circulation within the Area.” The project is summarized below and in the attached map.

|   |                     |
|---|---------------------|
| Sidewalk Improvements                           | \$120,000.00        |
| Pavement Resurfacing Improvements               | \$ 75,000.00        |
| Street Lighting Work and Traffic Signal Removal | \$ 25,000.00        |
| Wires, Poles, and Other Expenses                | \$ 30,000.00        |
| <b>TOTAL</b>                                    | <b>\$250,000.00</b> |

As is routine under this and other Public Works maintenance contracts, City staff will monitor the project to ensure efficient, quality work. The work will occur during Fiscal Year 2019 as weather permits.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** In accordance with the City’s Guidelines for the Utilization of Tax Increment Financing (Resolution 2018-38, June 25, 2018), the Taxing Districts were provided with a draft copy of this agenda item.

The City of Bloomington Bicycle Master Plan, which included significant public input and recommended the proposed improvements to Front Street, was adopted by the City Council on May 11, 2015. The City Council held a Public Hearing on the Downtown-Southwest Redevelopment Plan on October 10, 2016.

In order to evaluate the potential changes and their possible impacts to pedestrian, vehicular and bus traffic, the Department of Public Works temporarily disabled the traffic signals and installed barricades mimicking the new curb lines along Front Street, from Madison Street to East Street June 13, 2018 through June 15, 2018. This test-run allowed Staff to monitor the proposed changes for compatibility with the transfer area buses, delivery trucks, and higher car volumes using the Lincoln parking deck. While minor adjustments are being made, the test showed positive results. Vehicles were still able to negotiate adequately, and pedestrians were able to cross easily.

Staff held a Public Open House for the project on Tuesday June 19, 2018 prior to discussion of the project at the Transportation Commission Meeting immediately following. Public feedback for the proposed changes was generally positive, as were comments provided by the Transportation Commission.

**FINANCIAL IMPACT:** The City’s street resurfacing and sidewalk contracts are both Capital Improvement Fund-Street Construction account expenses (40100100-72530). Stakeholders can locate information related to the Resurfacing and Sidewalk Programs in the FY 2019 Adopted

Budget Book titled “Other Funds & Capital Improvements” on pages 78, 243, 259, 270, 271, 274 and 275. The portion of the project within the TIF District is estimated to cost approximately \$250,000. This project qualifies for TIF reimbursement, once TIF funds accumulate in the Downtown-Southwest TIF Fund.

Reimbursement from the TIF Fund will only be possible if the Council approves the recommended Resolution to designate this project as Redevelopment Project prior to commencing work on the project. Reimbursement from the TIF Fund in the future will permit the City to make further investments in City infrastructure in the TIF Area and citywide. If the City Council does not adopt the proposed Resolution, the project could still proceed, as the street proposed to be resurfaced is in poor condition. However, the costs of the project will not be eligible for reimbursement from the TIF Fund.

**COMMUNITY DEVELOPMENT IMPACT:** The Neighborhoods, Utilities, Transportation, and Downtown chapters of the City’s Comprehensive Plan 2035 (Adopted August 24, 2015) includes multiple goals and objectives related to infrastructure maintenance and redevelopment projects in Downtown Bloomington:

***N-1 Ensure the compact development of the City through denser, mixed-use developments and reinvestment in the established older neighborhoods.***

N-1.1 Enhance the livability of all Bloomington neighborhoods

***UEW-1 Provide quality public infrastructure within the City to protect public health, safety and the environment***

UEW-1.1 Maintain the existing City operated infrastructure in good condition by prioritizing maintenance over building new and implementing fees to cover costs.

UEW-1.2 Expand City’s infrastructure, as needed, while supporting the overall goal of compact growth and vibrant urban core.

***TAQ-1 A safe and efficient network of streets, bicycle- pedestrian facilities and other infrastructure to serve users in any surface transportation mode***

TAQ-1.1 Maintenance and development of a continuous network of arterial, collector and local streets that provides for safe and efficient movement of people, goods and services between existing and proposed residential areas and major activity centers, maximizes walkability, and provides multimodal linkages to the state and interstate highway system

TAQ-1.2 Data-driven transportation infrastructure policy and management

TAQ-1.4 Pedestrian safety for users of all transportation facilities with a Sidewalk Master Plan, and sidewalk system that provides safe access throughout the transportation network

TAQ-1.5 Plan for appropriate and safe access to major surface transportation facilities, including arterial and collector streets.

TAQ-1.6 A transportation network that facilitates prompt emergency response and management

***D-3 Protect Downtown’s historic character and encourage appropriate new development***

D-3.1 Protect the scale and character of historic Downtown and provide appropriate parameters for new development that complements its historic character



***D-5 Continue to develop a multi-modal transportation network in Downtown***

D-5.2 Enhance the walkability and bikability within and to Downtown and facilitate access to car-sharing and bicycle sharing services in the Downtown district

D-5.3 Enhance the public transit access to Downtown

The proposed project is located in the Downtown-Southwest Redevelopment Project Area (TIF District) which was established by the City Council on October 24, 2016. The objectives of the Redevelopment Plan for this TIF District are to:

1. Reduce or eliminate those conditions that qualify the Area as eligible for tax increment financing by carrying out the Redevelopment Plan.
2. Prevent the recurrence of blighting conditions.
3. Enhance the real estate tax base for the City and all overlapping taxing districts through the implementation and completion of the activities identified herein.
4. Encourage and assist private investment in the redevelopment of the Area through the provision of financial assistance as permitted by the TIF Act.
5. Provide for safe and efficient traffic circulation within the Area.
6. Complete all public and private actions required in this Redevelopment Plan in an expeditious manner.

**FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION: N/A**

Respectfully submitted for Council consideration.

Prepared By: Michael Hill, Miscellaneous Technical Assistant  
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Reviewed By: Jim Karch, P.E., MPA, Director of Public Works

Finance & Budgetary Review By: Chris Tomerlin, Budget Analyst  
Scott Rathbun, Interim Finance Director

Water/Community Dev. Review By: Bob Mahrt, Community Development Director

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- Resolution
- Exhibit A
- Supporting Document