



*City Manager's
Monthly Report*

February 2011

Executive Summary

February 2011 Monthly Activity Report

City Clerk

Type of Proceeding	Total Approved Calendar Year (CY) 2011
Proceedings	7
Work Sessions	1
Executive Sessions	
Retreats	
Citizen Voice	1
Joint Meetings	1
Total	10

Fire

- Total Fire Responses for February 2011 – 157
- Total Structure Fires for February 2011 – 6
- Total Estimated Dollar Loss (Property & Contents) for February 2011 - \$80,050
- Total EMS Responses for February 2011 - 584
- Total EMS Patients for February 2011 – 712
- Total EMS Transports for February 2011 – 467
- EMS takes up 78% of the run volume

Human Resources

- ERP and Time & Attendance Training
- Active Negotiations with Lodge 1000 (Water Union)

Information Services

- **MUNIS – ERP**
 - Staff began analysis for core financial applications.
 - Staff is working on the restructuring of the City's chart of accounts.
 - Entire project remains on time and on budget.
- RFP for City's internet redesign went out on February 11, 2011.

Legal

- Total Ordinance Violation dollars collected in February 2011 - \$24,150
- Total Ordinance Violation dollars collected Fiscal Year to Date - \$147,900

Parks, Recreation, & Cultural Arts

- Golf revenue up significantly (\$19,000) over budgeted due to an early merchandise order and success with encouraging golfers to purchase season passes early this season.
- Pepsi Ice revenue was down about \$11,000 compared to 2010. Some of the larger drops were \$12,000 in ice rental, \$4000 in open skate, and \$5000 in Learn to Skate Classes. The youth hockey league fees were up by \$12,000.
- The BCPA welcomed 10,736 people to the Center over 46 different events and activities in February.
- Maintenance Staff helped with the big snow storm at the beginning of the month with plowing and moving of the snow. 68 hours of overtime were incurred related to the snow storm.

Planning and Code Enforcement

- New Home Permits issued for February 2011 – 1, as compared to 8 in February 2010.
- Demolition permits were issued for the former Verizon building on Empire/Rt. 9 and demolition has begun.

Police

- Street Crimes Unit (SCU)
 - Tow fees - \$5,140
 - Ordinance Violation fees - \$2,500
 - Warrants served – 11
 - Actively involved in calls for service (self-initiated and dispatch) - 645
 - Arrests made – 17
 - Drugs seized
 - 1232.4 grams of cannabis
 - 0.3 grams of crack cocaine
- Vice
 - Cases opened – 5
 - Cases closed – 7
 - Arrests made – 8
 - Search warrants served – 5
 - Money seized - \$39,173
 - Value of property seized - \$7,900
 - Weapons seized – 1
 - Vehicles seized - 1
 - Drugs purchased/seized
 - 43.3 grams of crack cocaine seized
 - 17.4 grams of crack cocaine purchased
 - 54 grams of cannabis seized
 - 0.2 grams of heroin seized
- US Marshals Service
 - Cases opened – 34
 - Cases closed – 16
 - Felony arrests made – 11
 - Misdemeanor arrests made – 1
 - Arrests made by other US task forces based no leads provided by our task force – 3

Public Works

- Fleet realized an approximate \$27,750 increase in fuel costs compared to February 2010 due to the rising cost of fuel. The average fuel cost in February 2011 was approximately 64 cents more costly than last year at this time. The City used 367 less gallons of fuel in February 2011 than February 2010.

Water

- The City pumped around 10.4 million gallons per day (MGD) with a peak day of 11.6 MGD on February 2, 2011.
- Five hydrants were damaged due to plowing operations early in the month.
- 16 water main breaks were repaired. Six were on 4” water mains, eight on 6” water mains. Historically, 94% of the City’s water main breaks occur on mains smaller than 8” in diameter.

Compliments to City Staff

- **Parks, Recreation & Cultural Arts – From a BCPA Patron:** While I was a student at UIUC, I worked at the Krannert Center and wow, I have to say your community's art center truly rivals what we had.
- **Public Works Department – From Local Business Associate:** Bob from Don Owen's called to say he witnessed an accident at the above location. He said a packer and a dump truck immediately blocked traffic to protect the lady involved in the accident. He said they went "way above and beyond" that he thought they did a "wonderful" job. He could not say enough good things about these guys and their conduct at this scene.

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City Council Proceedings Completed and Approved by Council

- February 14, 2011
- January 24, 2011
- October 11, 2010

Other Minutes Completed

- Work Session – 1
- Citizen Voice – November 15, 2010
- Joint City Council/Liquor Commission Meeting m - January 11, 2011
- Liquor Commission Minutes Completed – February 8, 2011

Outstanding Council Proceedings

2007	1
2008	0
2009	0
2010	1
2011	1
TOTAL	3

FOIA Staff Time

Month	Number of Requests	Average Time per Request (min)	Total Time (hours)
January 2011	91	41	62.75
February 2011	55	39	35.30
Overall	146	40	98.05

Liquor License Fees (1/1/11 through 2/28/2011)

Month	Number of Vendors	Number of Licenses	Total Received (\$)	Penalties/Fees (\$)	Invoiced (\$)
Restaurant	1	1	277.50	0	277.50

Amusement and Miscellaneous Licenses with Fees (1/1/11 through 2/28/2011)

Month	Number of Vendors	Number of Licenses	Total Received (\$)
Amusement	8	8	2267
Miscellaneous	19	21	2497.50
Total	27	29	4764.50

Other Items of Note

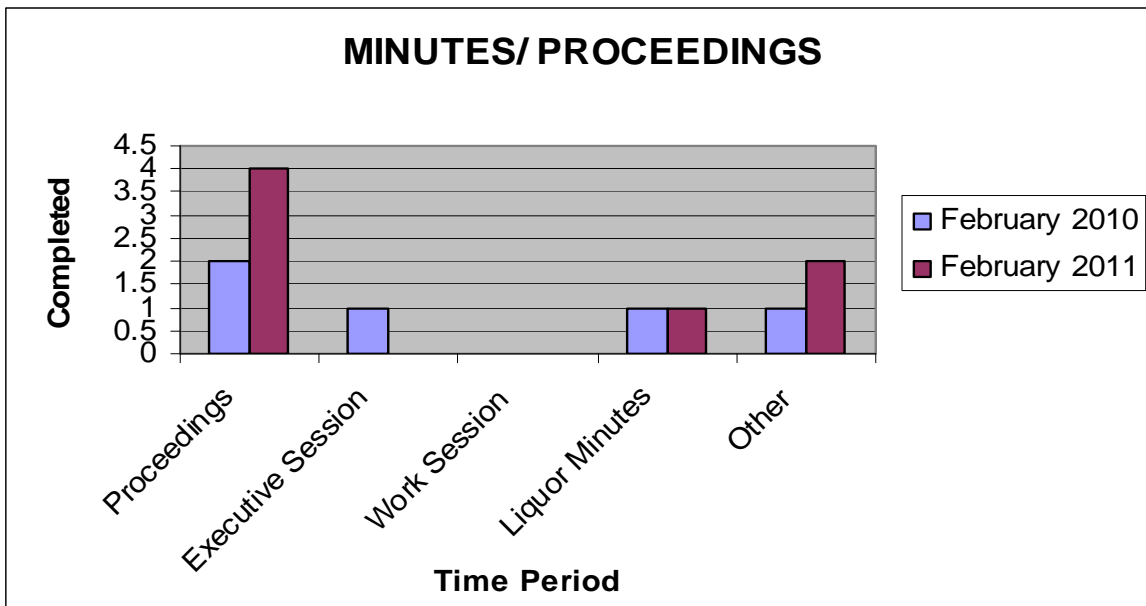
- Major focus of this office is compliance with Local Records Acts, the Open Meetings Act, and Freedom of Information.
- Quarterly invoices mailed – 177 total
- Bids Opened Completed - 2
- Contracts Established - 6
- Outgoing Mail processed in City Hall – 5778.

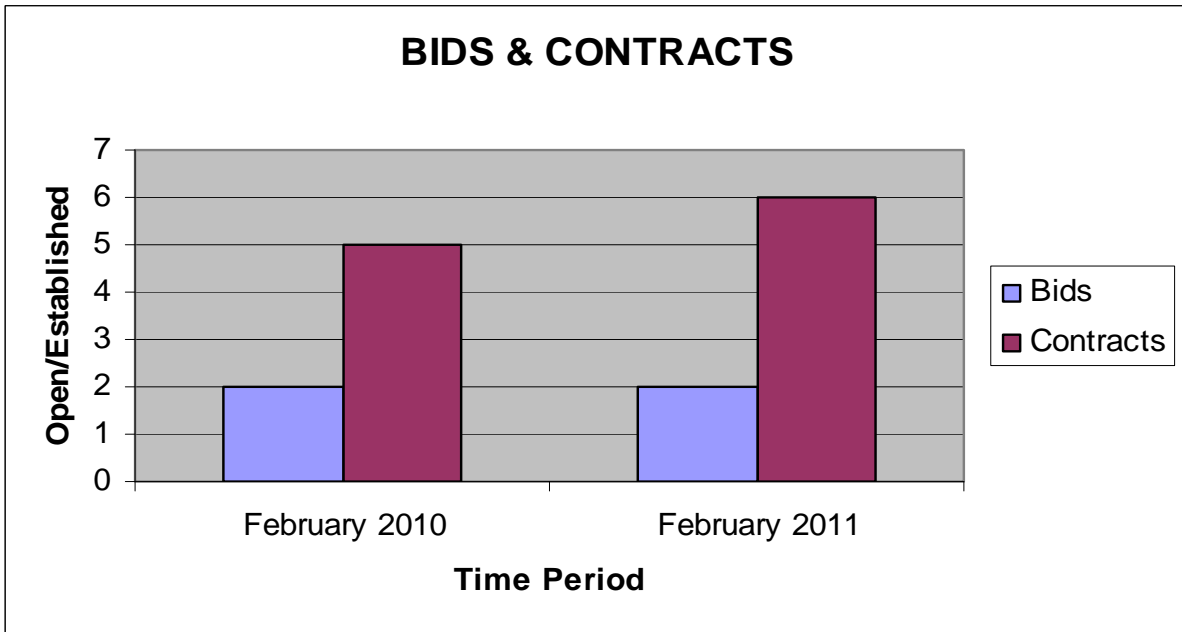
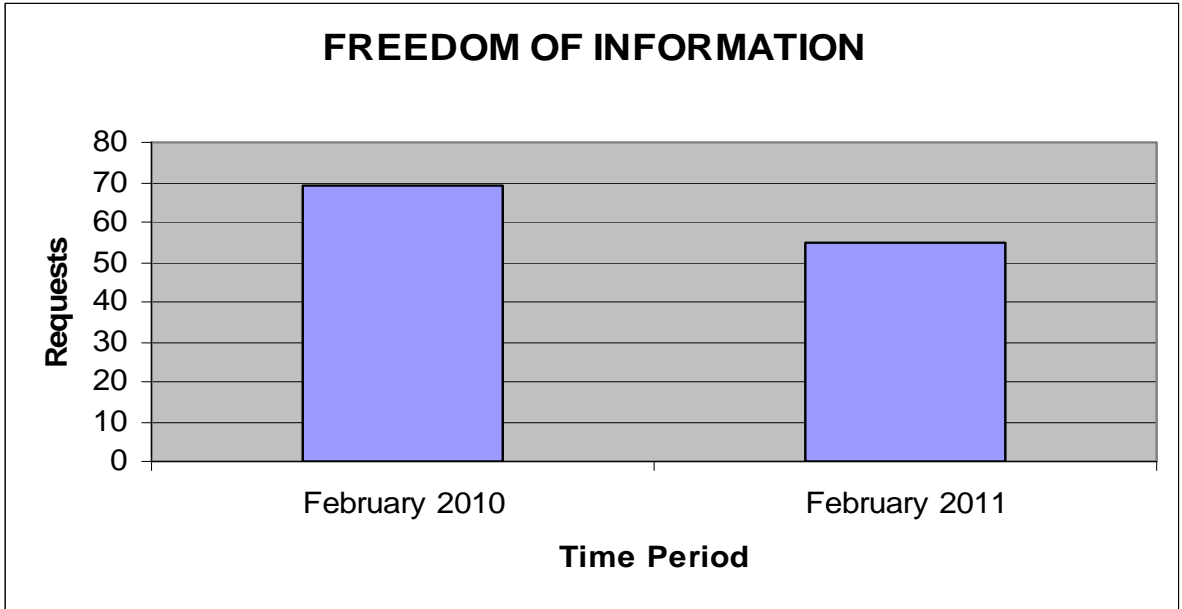
Approved January 1, 2010 – December 31, 2010

	2007	2008	2009	2010	Total
Proceedings	7	17	19	18	61
Work Sessions		1	1	5	7
Executive Sessions				10	10
Retreats			1		1
Citizen Voice Meeting				2	2
Combined Total					81

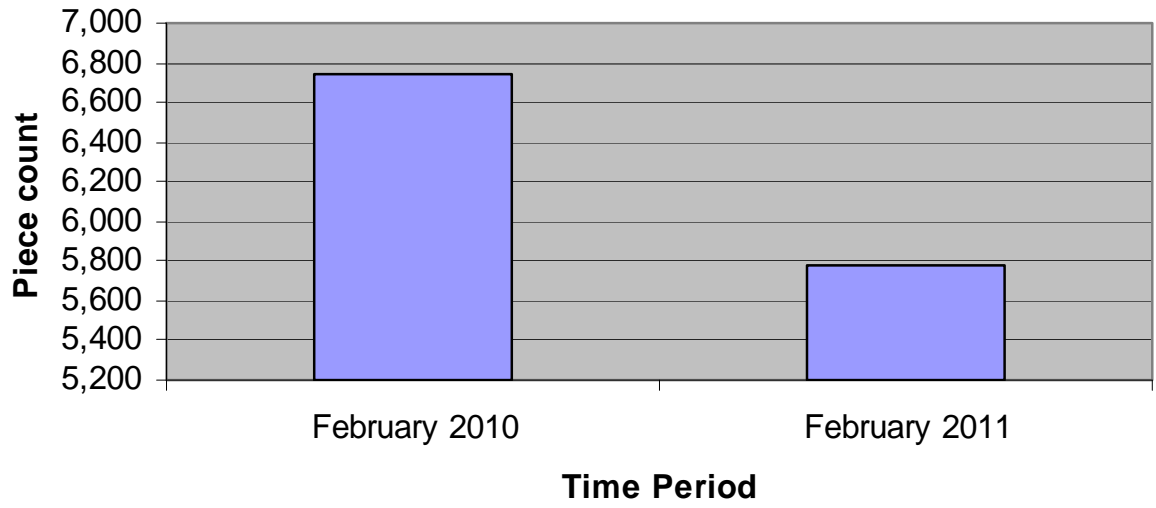
Approved January 1, 2011 – December 31, 2011

	2007	2008	2009	2010	2011	Total
Proceedings				4	3	7
Work Sessions				1		1
Executive Sessions						
Retreats						
Citizen Voice Meeting				1		1
Joint Council/Liquor Commission Meeting					1	1
Combined Total						10





POSTAGE COUNT



FOIA Requests between 02/01/11 and 02/28/11

	Date	Requested By	Memo
1	02/01/2011	Phyllis Hoback-Houston	Incident report involving requestor and Judy Hoback at Starbuck on Morrissey Avenue
2	02/01/2011	Tamara Painter	Incident Report from 1/17/11 on Stephen Perschall
3	02/03/2011	Barbara Taylor	Police record for arrest of Devin Taylor on September 6, 2009.
4	02/03/2011	Bryan Dant	Incident Report 2011 20637, dated 01/17/2011 involving Dianne Defilippo, vandalism
5	02/03/2011	Joyce Murray	full narrative report for arrest of Tavarus Murray - on December 16, 1998
6	02/03/2011	Russ Henderson	Inspection reports, building permit records, underground or aboveground storage tank records and well/septic system records.
7	02/07/2011	Deb Polzin	December 2010 liquor license application for Tailwinds
8	02/07/2011	Lester Stevens Jr.	Complete Incident Report involving Jessica Bullard & self reported during fall 2010
9	02/07/2011	Mike McElvain	Copy of liquor license for Windjammer.
10	02/08/2011	Kathy Robinson	Job description for the Property Maintenance & House Inspector job classification series.
11	02/09/2011	Kevin Simpson	audio copy of the following calls: 09/25/2010, 09:45:57, V. Myers - Mother who lives out of town is receiving text msg from the younger son 09/25/2010, 09:46:20, V. Myers - That father is being abusive again to the older son 09/25/2010, 09:47:55, V. Myers - Mother wants a call back from Officer with status of situation advised history of abuse with father
12	02/09/2011	Nelson Mott	Police report from 1-29-11 involving Nelson Mott and Jason Mott at the US Cellular Coliseum around 10:00 p m.
13	02/09/2011	Shawna Robinson	Historical data including building permits for 501 and 601 Bell St.
14	02/10/2011	Chris Meadows	911 Log involving an auto accident that occurred on January 4, 2011 in the a m.
15	02/10/2011	David Winkler	Full narrative report for #201121110
16	02/10/2011	Deb Polzin	Liquor License Application - Tailwind BMI, LLC - 02/08/2011 and Receipt of application fee
17	02/10/2011	Nicholas Butzirus	Dispatch and activity logs (calls for service) for 905 N East St and 602 E Washington St from 6/01/2010 thru 2/10/2011
18	02/11/2011	David Feeman	Annexation Plat - Southgate Commercial Plaza Subdivision
19	02/11/2011	Deb Polzin	Liquor License for the Hanger - 2003 any attachments/conditions
20	02/13/2011	Romel Sartin	1. Who sent training reports for 2009 2. Was Leo being trained for 2010 - 3 - 3 3. Training records for Leo 2006 4. Do records exist, if not, why not

Date	Requested By	Memo
21 02/14/2011	Dorothy Shaw	Any & all reports made by myself regarding Michael C. Johnson, om 1997 - 2011
22 02/14/2011	Heidi Krebsbach	Full narrative report including photographs for report #201121615
23 02/14/2011	John Sharp	List of active TIF districts Creation date for each TIF Expiration date for each TIF # of parcels within the TIF Total revenue (property tax dollars) to date per TIF Annual revenue per TIF for 2010 (2009 property tax dollars) Bond expenses per TIF if issued Current balance per TIF Annual projects (expenses) per TIF
24 02/14/2011	Paul Oltman	Enterprise Zone Ordinance - 12/26/84
25 02/14/2011	Steve Bell	Copy of Lake Lease Lot 3, Block 8, Camp Potawatomic
26 02/15/2011	Benji Leman	Copy of police report #2010 17466 original input staff error 2010 7466
27 02/16/2011	Bill Wetzel	List of liquor license holders
28 02/16/2011	Dick Bodmer	complete Incident Report #2010 - 17878 filed 12/02/10 by Anthony Hill
29 02/16/2011	Gary Schila	Complete incident report #2010 12383 for Theft, Larry Smith, 08/26/2010
30 02/16/2011	Jermaine Williams	Incident report 201120510
31 02/16/2011	Kim Croke	Light sequence/timing intersection Veterans Pkwy/G E Rd. Auto accident occurred on 02/11/11 at 9:50 p m.
32 02/16/2011	Nicholas Butzirus	Detailed call logs for 905 N. East St. and 602 E. Washington, please include Unit/Apt. # from 06/01/2010 to 02/10/2011
33 02/17/2011	Bryan Dant	Incident report 201120876, Theft/burglary at Razorz Edge Tanning & Hair, 1717 RT Dunn on 01/21/2011
34 02/18/2011	Dale Sutter	Annexation agreement for Tiehack Development - Villa at Spring Ridge, June 14, 1999
35 02/18/2011	LaKisha Ellis	Lincoln Towers Apartments, 202 S. Roosevelt Ave., outstanding building & zoning code violations, copies of variances, special use permits, excluding signage documents, copy Certificate of Occupancy, copy of approved site plan, minutes of site plan
36 02/23/2011	Janet Gray	Calls for servic to WalMart located at 2225 W. Market St., from January 1 to December 31, 2004
37 02/23/2011	Kevin Draeger	rental housing inspection for 2010 for 603 N. Lee, purchasing property & real estate closing set for next week
38 02/23/2011	LaKisha Ellis	Any outstanding fire code violations regarding Lincoln Towers, 202 S. Roosevelt
39 02/24/2011	*Uchtorff*	
40 02/24/2011	Anthony Forman	911 call log, police report and ambulance call involving Deborah Forman and Anthony Forman in January 2011

Date	Requested By	Memo
41 02/24/2011	Elena Salazar	Any building permits from 2005 to present for: 1220 E Jefferson 614 N Roosevelt
42 02/24/2011	Lisa Lyle	Dispatch log for above address for last 24 months
43 02/25/2011	Alan Gunter	Building permits, zoning, enviornmental complaints, fires, emergency responses, and the use, storage, or disposal of hazardouis substances or petroleum products at 202 S Roosevelt. Response from Public Works - 03/02/11
44 02/25/2011	Bryan Dant	Full narrative of theft on 2/11/11 3212 Winchester Dr 201121820
45 02/25/2011	Bryan Dant	Full narrative of auto accident on 2/1/11 Dianne Jones 201121417
46 02/25/2011	Bryan Dent	Incident report 2011 20245, Ronald Curry, 1209 S. Oak St.
47 02/25/2011	Jeff Uchtorff	Drawings or blueprints for requestors house located at 2725 Rockbury Dr
48 02/25/2011	Kathy Robinson	List of all current employees at the Library with job title of Library Assistant, Library Technical Assistant, Library Associate I, Library Associate II, Librarian I, and Custodian. Include the job title, rate of pay and date of hire for each employee, employee names are not requested
49 02/25/2011	Sam Dajani	Background investigation on Frederick Michael Mondt any ordinance violations, incident reports, or police dispatch reports.
50 02/25/2011	Susan Razor	Copy of Checker Cab license and confirmation that Charles Casperson was a licensed taxi driver in 2009.
51 02/28/2011	Chezzeræ Haynes	Report #20106230
52 02/28/2011	David A. Sims	Police report #201009793
53 02/28/2011	Heather Beery	Vacant bank building at 1722 E. Hamilton Rd., hazardous petroleum product storage, treatment, releases, disposal storage tanks, storage tank removal, fires
54 02/28/2011	Mark Carlon	Inspection results of 503 N Lee from 10/20/06 to present Certificate of inspection for 503 N Less from 1/2/05 to present Condemnation notices with pictures for 503 N Lee from 1/2/05 to present
55 02/28/2011	Richard Britz	Report #201120342

Fire and EMS Response Reports

The following is a brief description of the Fire and EMS response reports for the month of February, 2011. This portion of the monthly report contains the following reports;

1. Monthly Fire Response Report
2. Structure Fire Spread Report
3. Monthly EMS Response Report
4. Fire and EMS Response Time Analysis Reports

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.

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.

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.

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.



City of Bloomington Fire Department

Monthly Fire Response Report

Alarm Dates Between **01-February-2011** And **28-February-2011**

Total Fire Responses	157
Total Structure Fires	6
Total Estimated Dollar Loss (Property & Contents) . . .	\$ 80,050.00

Top 5 Fire Response Types

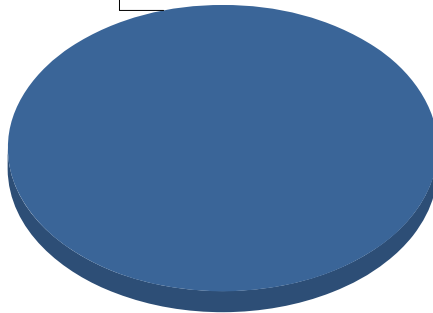
- **743: Smoke detector activation, no fire - unintentional**
- **710: Malicious, mischievous false call, Other**
- **611: Dispatched & cancelled en route**
- **745: Alarm system activation, no fire - unintentional**
- **424: Carbon monoxide incident**



City of Bloomington Fire Department
Structure Fire with Fire Spread Report
Alarm Dates Between **February 01, 2011** And **February 28, 2011**

<u>Incident Number</u>	<u>Alarm Date</u>	<u>Alarm Time</u>	<u>Address</u>	<u># of Personnel Responded</u>	<u>#</u>	<u>Percentage</u>
1: Confined to object of origin					3	100.00%
11-0000884	02/05/2011	07:54:26	1925 S MAIN ST	15		
11-0001079	02/12/2011	00:14:48	917 E WALNUT ST	18		
11-0001216	02/18/2011	11:53:12	408 N LEE ST	12		
					3	100.00%

1: Confined to object of origin
100.00%





City of Bloomington Fire Department

Monthly EMS Response Report

Alarm Dates Between **01-February-2011** And **28-February-2011**

Total EMS Responses 584

Total Patients 712

Total Transported 467

Top 3 EMS Response Types

- **Sick Person(Non Spcf)(26-A-01)**
- **Breathing Problems (6-D-2)**
- **Accident (29-B-1) Injuries**

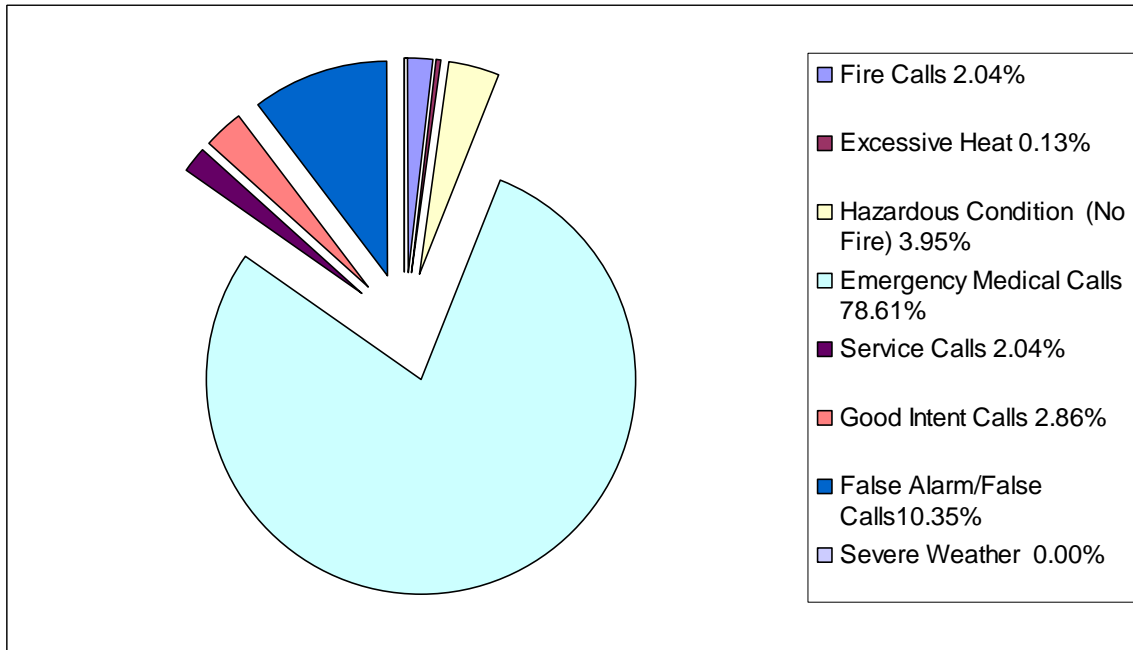
Bloomington Fire Department
 Response Time Analysis Report
 FIRE Calls Rolling 12 months

	Call Creation To Dispatch	Dispatch to Enroute	Enroute To Arrive	Call Creation To Arrive
Goal	< 1 minute	<1 minute	<4 minutes	< 6 minutes
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

Bloomington Fire Department
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 EMS Calls Rolling 12 months

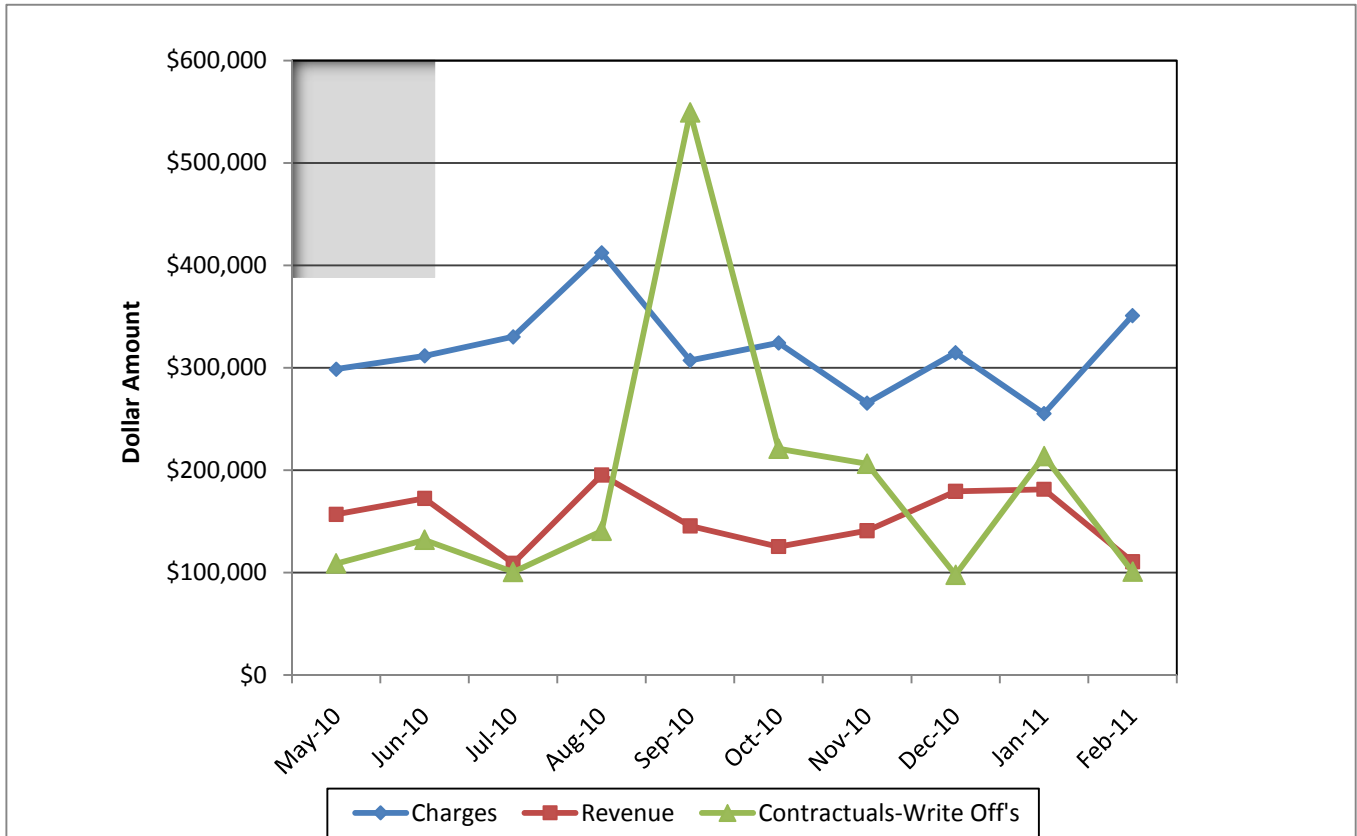
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Mar-10	0:46	1:00	4:21	6:03
Apr-10	0:51	1:03	4:16	6:07
May-10	0:48	0:59	4:30	6:14
Jun-10	0:50	1:07	4:19	6:09
Jul-10	1:10	1:03	4:21	6:29
Aug-10	0:59	1:01	4:08	6:07
Sep-10	0:58	1:01	4:23	6:16
Oct-10	1:11	1:03	4:15	6:27
Nov-10	1:15	1:07	4:28	6:47
Dec-10	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

FIRE OPERATIONS



February started out with a snowstorm that dumped 12 inches of snow on Bloomington. The Fire department did add additional staff of one Engine Company and one Ambulance for two days during the storm. The Department also assisted with Red Cross in opening up a shelter at Miller Park Pavilion. The snow response was coordinated with Mclean County EMA and the Red Cross. Although the month only had 28 days it was a busy month with 734 calls for service and several fires with an estimated loss of \$80,000 which includes several vehicle fires that account for around one half of the fire loss.

EMS Billing
Fiscal Year 2010/2011



- 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. Contractual-Write Off's s is 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.

September 2010 Contractual-Write Off's were significantly skewed on the chart due to a large amount of collection accounts written off because they were transferred to a third party debt collection agency. Five years of bad debt has been sent off for collection.

Public Education Office

Fire & Life Safety Presentations for Schools – Programs on Fire Safety and Stranger Danger were presented on two separate dates to a Special Needs Class at Cedar Ridge Elementary. This was the first time that the Stranger Danger Program was presented. It was also the first time debut of the newest Fire Department Safety Puppet – Winston Wolfe, who will be used for Stranger Danger and also Bullying Programs.

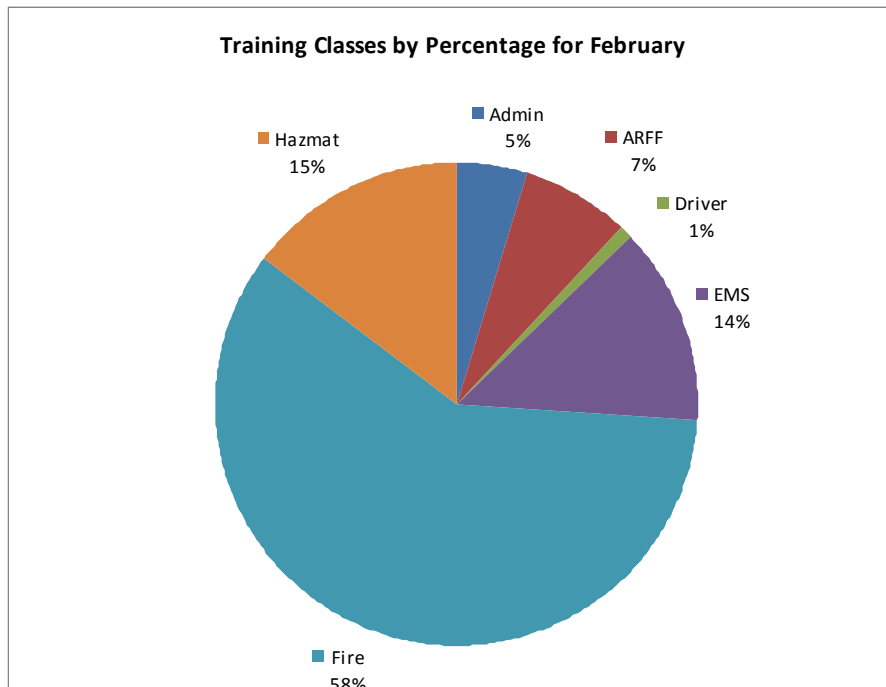
Fire & Life Safety Presentations for the Public

Presentations were given to the residents of Anglers Manor about “Protect in Place” on two separate dates. The Protect in Place program is a national program for residents of multi-story residential buildings. At times it is safer for the residents to stay in their apartments due to mobility issues or heavy smoke in the hallways, rather than to attempt to exit the building via the stairway. Specific Fire Safety Presentations have been scheduled at Anglers Manor for the month of May.

The month of February is typically slower for public presentations. Time in the office was used to re-evaluate / enhance current programs, as well as work on developing new programs for Fire & Life Safety; a Premise Alert Program and an Adopt a Fire Hydrant Program.

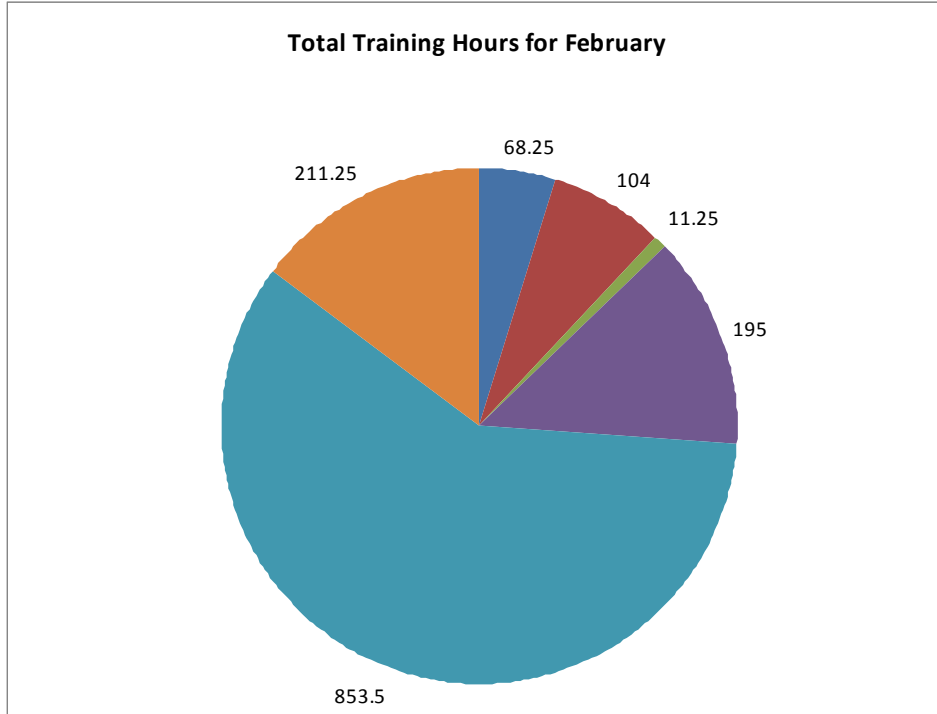
Fire Department Training

For the month of February 2011, the fire department held 112 training classes which totaled 1443.25 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 February.



Fire Department Training

The 112 training classes included 724 participants resulting in a total of 1,443.25 hours of training during February. This chart represents the total man hours of training in the six categories.



- Ongoing work with ERP and Time and Attendance Committee
- Processing FOIAs
- Continuation of job analysis project
- Began Asst. Fire Chief's testing process
- Active negotiations with Lodge 1000 (Water)
- Continue work on FY 11/12 budgeting process for Human Resources Budget
- Continue work on FY 11/12 budgeting of salary and benefits for all budgets
- Continued seasonal wage reevaluation project
- Concluded compilation of data for actuary working on the City's GASB 45, OPEB analysis
- Role out new process for reporting work related injuries through a nurse triage process.
- Training on liability and harassment issues for 61 supervisors
- Scheduled Interviews for Police Testing
- "Live Healthy Central Illinois" Wellness Challenge- 15 City of Bloomington teams (79 total participants) registered for the 100 Day challenge. The goal of the program is to provide motivation to adopt healthier habits such as increasing physical activity.
- Researched and implemented 362 Support Staff and 362 Parking employee contribution towards the LIUNA pension surcharge.
- Bloomington Commission in cooperation with Normal Commission and YWCA sponsored CRASH movie screening and diversity discussion event on 2/8/11. There were 122 attendees.
- Bloomington Commission recruited a public accommodation tester pool of 95 volunteers in response to local complaints of discrimination in public accommodations. Representatives from John Marshall Law School will be providing training locally for the testers at no cost to the City.

Full-time	523
Part-time	13
Seasonal	344
Library	79
Total Current Staff on City Payroll	959

Department	Authorized FTEs	Employees currently on payroll
Fire-sworn	106	100
Police-sworn	123	119

Positions Accepting Applications/Bids	
Internal Only	1
Internal and External	1

Number of Full-time Applications Received	0
Number of Internal Bids Received	20
Number of Seasonal Applications Received	197
Number of interviews conducted for Full-time positions	31

Positions filled (Full-time & Part-time)	1
Positions filled (Seasonal)	12

Separations Full-time (Voluntary)	1
Separations Full-time (Involuntary)	0
Exit Interviews	0

Step III Grievance Meetings	1
Arbitrations	0

Community Relations Case Activity	
Open Cases	10
New Cases	2
Conciliations	0
Fact Findings	3
Cases for Public Hearing	0
Cases sent to Commission for resolution	1

Training/Wellness Classes	
Seasonal Orientation	1
CPR/AED	2
First Aid	2
Blood Pressure Checks	0
Ergonomic Assessments	3
Lunch & Learns	0

Testing	
Telecommunicators	0
Police	0
Fire	0

City Employees	Number of Full-time Employees	Number of Part-time Employees	Expiration Date	Current Status
Support Staff Local 362	28	0	4/30/09	Requested to bargain
Parking Attendants Local 362	4	0	4/30/09	Requested to bargain
Fire Local 49	94	0	4/30/09	Arbitration 11/17-19/10
Water Lodge 1000	36	0	4/30/10	Negotiating
Inspectors Local 362	15	0	4/30/11	Requested to bargain
Police Unit 21	96	0	4/30/11	Requested to bargain
Sergeants & Lieutenants	20	0	4/30/11	Requested to bargain
Public Works & Parks 699 AFSCME	107	0	4/30/12	Current
Telecommunicators (TCMs)	16	0	N/A	Mediation 12/2/10
Subtotal	415	0		
Classified	107	4		
Legislative		9		
Grand Total	523	13		

Library Employees	Number of Full-time Employees	Number of Part-time Employees	Expiration Date	Current Status
Library 699 AFSCME	30	32	4/30/10	Negotiating
Library Classified	12	3		
Grand Total	42	35		

Current Positions	Position Status
Property, Records & CSO Manager	In process
Support Staff IV-Parks, Recreation & Cultural Arts	In process
Laborer - Parks, Recreation & Cultural Arts	In process

Enterprise Resource Planning (ERP) Project - Munis

In February, staff began analysis sessions for the core financial applications and restructuring the City’s chart of accounts. The financial subject matter expert from Munis is doing a great job and has been helping City staff through a very time consuming and difficult process. Staff from nearly every City department has been involved at different times. Finance department staff, however, has been asked to perform an incredible amount of work, along with their daily activities, and is doing an excellent job. Tim Ervin and his staff deserve a lot of credit for their great effort.

The analysis sessions in February will provide Munis with the information they need to configure the City’s environment. After analysis and configuration, March will bring what Munis calls “static environment testing”. This will be the first chance for staff to work with the City’s environment and data.

The Munis project remains on time and on budget.

City Internet Site Redesign

Staff released the web site RFP on February 11th. Seven responses were received from local and national firms. Staff’s goal is to partner with a firm that has demonstrated experience in design and marketing web sites for local government. Council should expect to see a request for approval in late March or early April.

City-wide Upgrade to Microsoft Office 2010

Staff has been implementing Office 2010 on key workstations. Implementation department by department will begin in March. Basic training will also be offered to staff as their upgrade is performed.

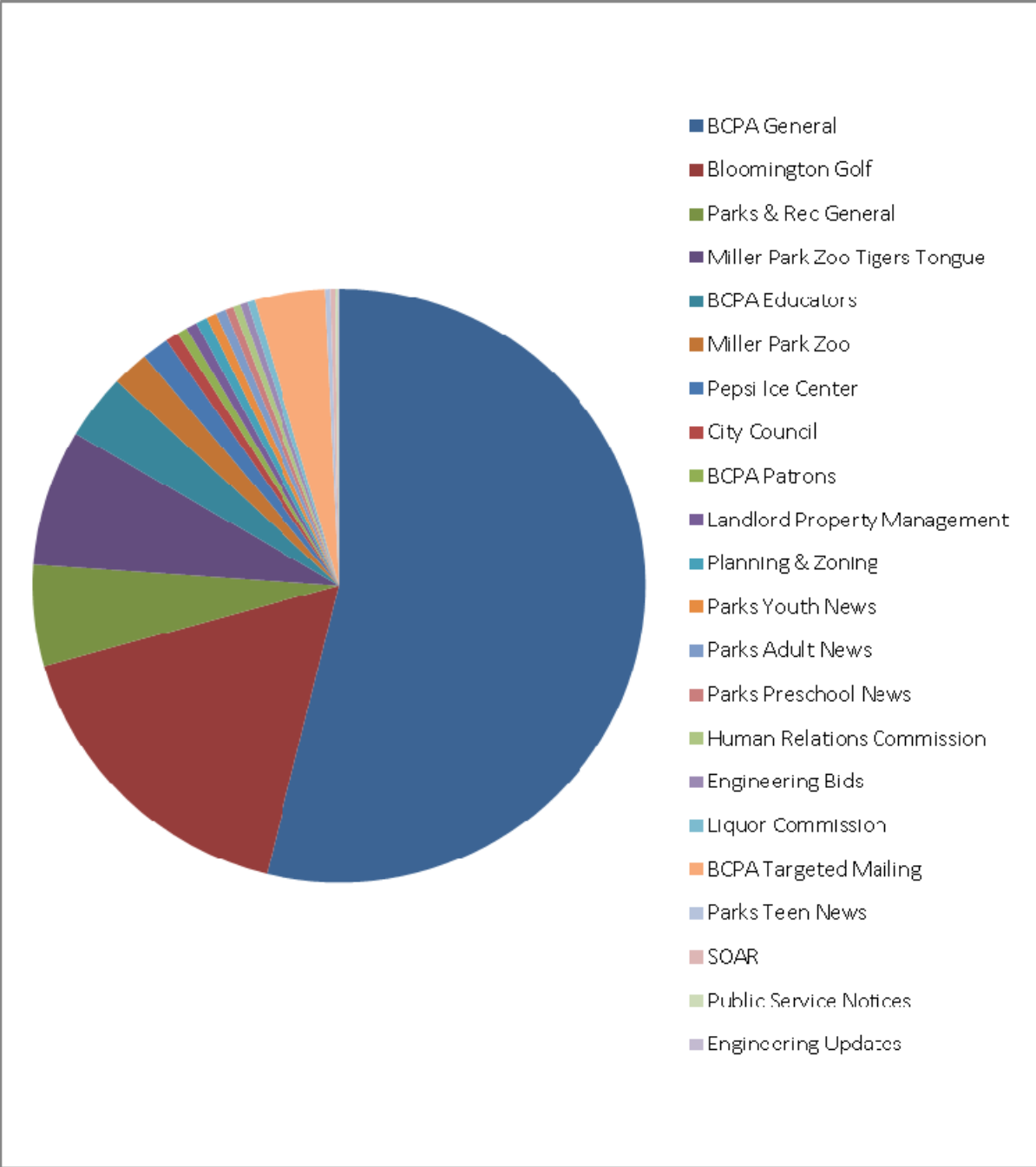
Service Requests for January 2011

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

Problem Type	Total calls	Closed	Open	Pending
Consulting	0			
Development	8	6	1	1
E-Mail	52	52		
Hardware	87	83	3	1
Meeting	3	3		
Network	51	45	3	3
Other	26	26		
Reports	11	10	1	
Software	93	83	3	7
Supply	19	19		
Telephone	34	33	1	
Training	1	1		
Web	19	19		
Total	404	380	12	12

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

List Name	Member Count	Change
BCPA General	13856	+24
Bloomington Golf	4327	+
Parks & Rec General	1412	+8
Miller Park Zoo Tigers Tongue	1911	+49
BCPA Educators	909	+
Miller Park Zoo	502	+
Pepsi Ice Center	365	+
City Council	180	+2
BCPA Patrons	136	+44
Landlord Property Management	150	+3
Planning & Zoning	154	+2
Parks Youth News	139	+
Parks Adult News	136	+1
Parks Preschool News	110	+
Human Relations Commission	100	+1
Engineering Bids	101	+6
Liquor Commission	103	+1
BCPA Targeted Mailing	966	+
Parks Teen News	71	+
SOAR	66	+1
Public Service Notices	35	+
Engineering Updates	15	+2
Total	25,744	+144



Collections

Small Claims:

- 12 cases were set on February 24, 2011
- 11 cases for use tax were paid prior to the court date – Total collected \$2,099.07
- 2 alias summons requested for April 7, 2011
- 1 default judgment was entered – Total amount due \$1,280.30
- 9 cases were filed for use tax collection – court date 4-7-11

Collection letters sent:

- 36 letters sent for use tax – total collected \$3,573.15 – YTD \$5,569.82

Nuisance Parking:

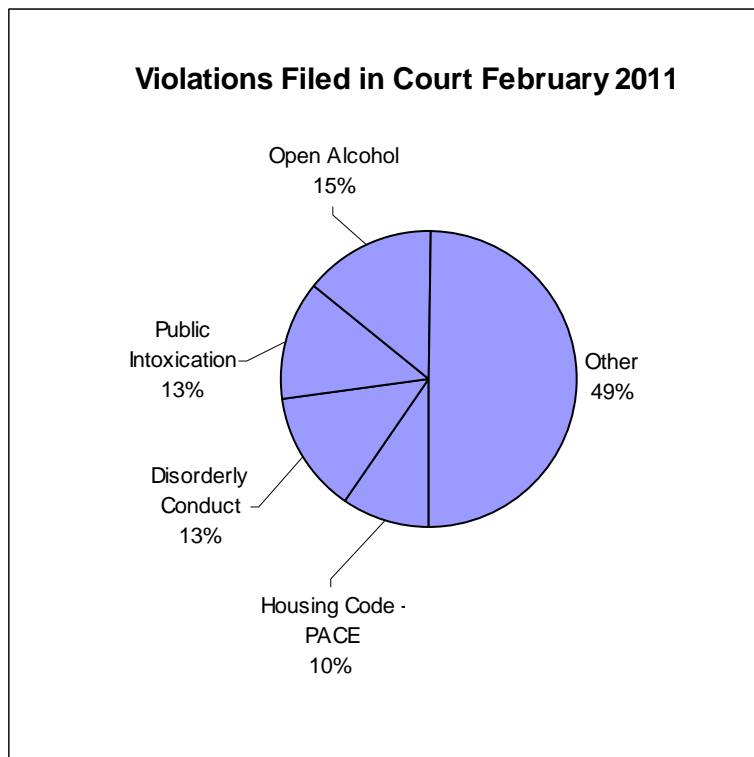
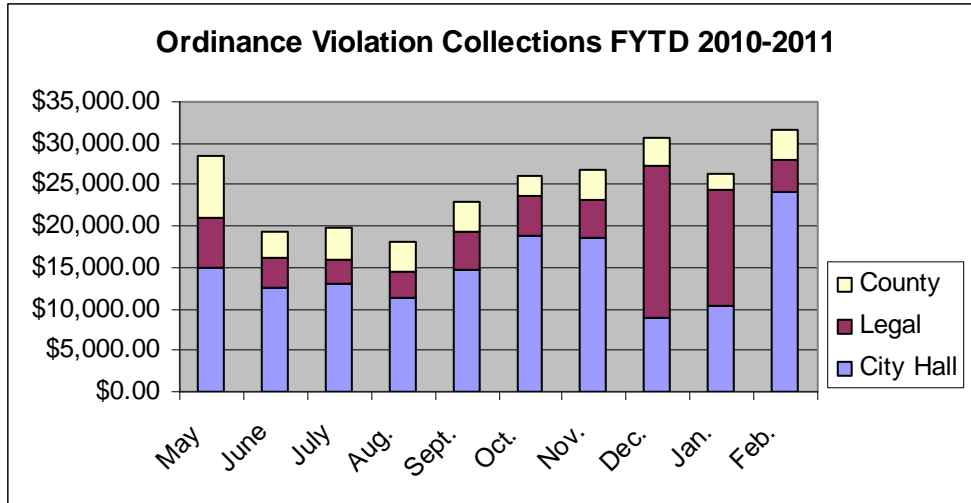
- 5 letters sent
- 4 Tow Notices have been given to the process server
- Monthly Parking Ticket Payment Agreements – total collected \$2,870.00

Freedom of Information Act Requests

- FOIA: 39 FOIA requests were processed through the Legal Department
- Total time spent 43.75 hours

Ordinance Violation Activity

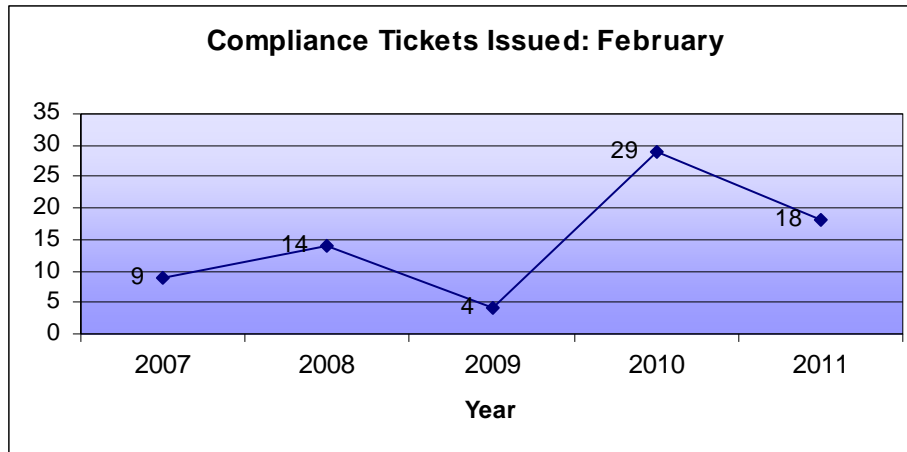
- Fines received at City Hall before filing: \$24,150.00/\$147,900.00 Fiscal Year to Date (FYTD)
- Fines paid at City Hall after filing: \$3,820.00/\$65,860.04 FYTD
- Post judgment fines received: \$3,659.00/\$36,444.00 FYTD
- Total: \$31,629.00/\$269,794.04 FYTD
- Ordinance Violations Paid at City Hall – 197
- Ordinance Violation Cases filed: 101
- Summons prepared: 53
- Total cases scheduled for court – 319
- Trials scheduled – 19
- Post Judgment cases scheduled– 107



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: 18



Ordinances Drafted

- Drafted Revisions to Vehicle for Hire Ordinance
- Drafted Ordinance changing City Council Meeting Times
- Drafted changes to Neighborhood Preservation Ordinance
- Drafted Intergovernmental Agreement with McLean County to implement collection referral
- Drafted Ordinance Revising City Parking Regulations

Contracts/Agreements

- Reviewed Personal Service Contracts for BCPA
- Reviewed Client Agreements for 2011 Health Care Insurance Plans
- Drafted collection services contract

Personnel/Human Resources

- Meeting with ASC- Claims Review on Workers' Compensation and General Liability Claims
- Meeting with HR and Police re personnel matter (Employee 1)
- Meeting with staff regarding changes to proposed Neighborhood Preservation Ordinance
- Attended Neighborhood quality of life committee meeting
- Met with County officials regarding implementation of ordinance violation collection procedures

Litigation

- Drafted Memo to City Council re settlement of WC claims
- Negotiated settlements with property owners regarding property maintenance cases
- Negotiated settlements of liquor ordinance violations
- Drafted Sentencing Order for Liquor Commissioner
- Drafted proposed report of proceedings in defense of housing code enforcement appeal
- Attended court hearings in repair/demolish case
- Obtained property through repair/demolish action

Monthly Meeting Participation

- Attended City Council meetings and work sessions
- Attended monthly 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 Police Community Focus Group meeting
- Attended Department Head Staff Meetings
- Attended Department Head Luncheon
- Attended Citizens Voice Meeting at Central Catholic High School
- Participated in quarterly Workers' Compensation case review

Research

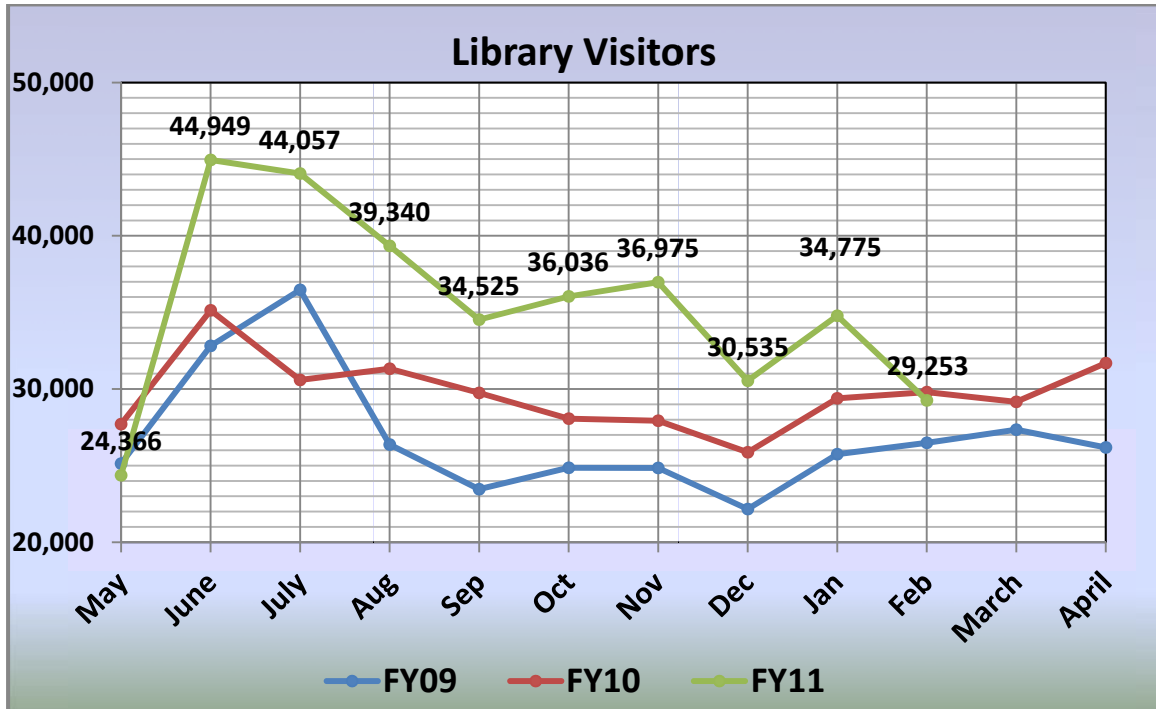
- Prepared Legal Memo regarding Airport Liquor Licenses
- Prepared Resolution regarding Downtown Liquor Task Force
- Prepared Memo regarding Workers' Compensation Reform
- Prepared Memo regarding Public Safety Employee Benefits Act
- Prepared Letter to Developer regarding Harvest Point Subdivision
- Prepared Letter regarding minor change- Spring Ridge Planned Unit Development
- Prepared Memo to City Council re Alderman Vacancies

Miscellaneous/Other

- Numerous responses to City Departments on Miscellaneous Legal Questions
- The Legal Department received 406 inbound calls that exceeded 11 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.
- Drafted letter to landlord of nuisance property
- Negotiated with prospective purchasers of distressed properties
- Attended board meetings of BNPTS
- Attended Small Claims hearing
- Attended meeting w. Farnsworth Group re: Old Railyard
- Attended Bloomington-Normal Human Resource Council's Annual Legal Update meeting

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

There were 29,253 visitors to the library and the bookmobile in the month of February. The number of visitors is down for the month because the Library was closed for 2 days for the snowstorm Sunday, Feb. 13 for Putt with the Prose, and also February 28 for Staff Day.

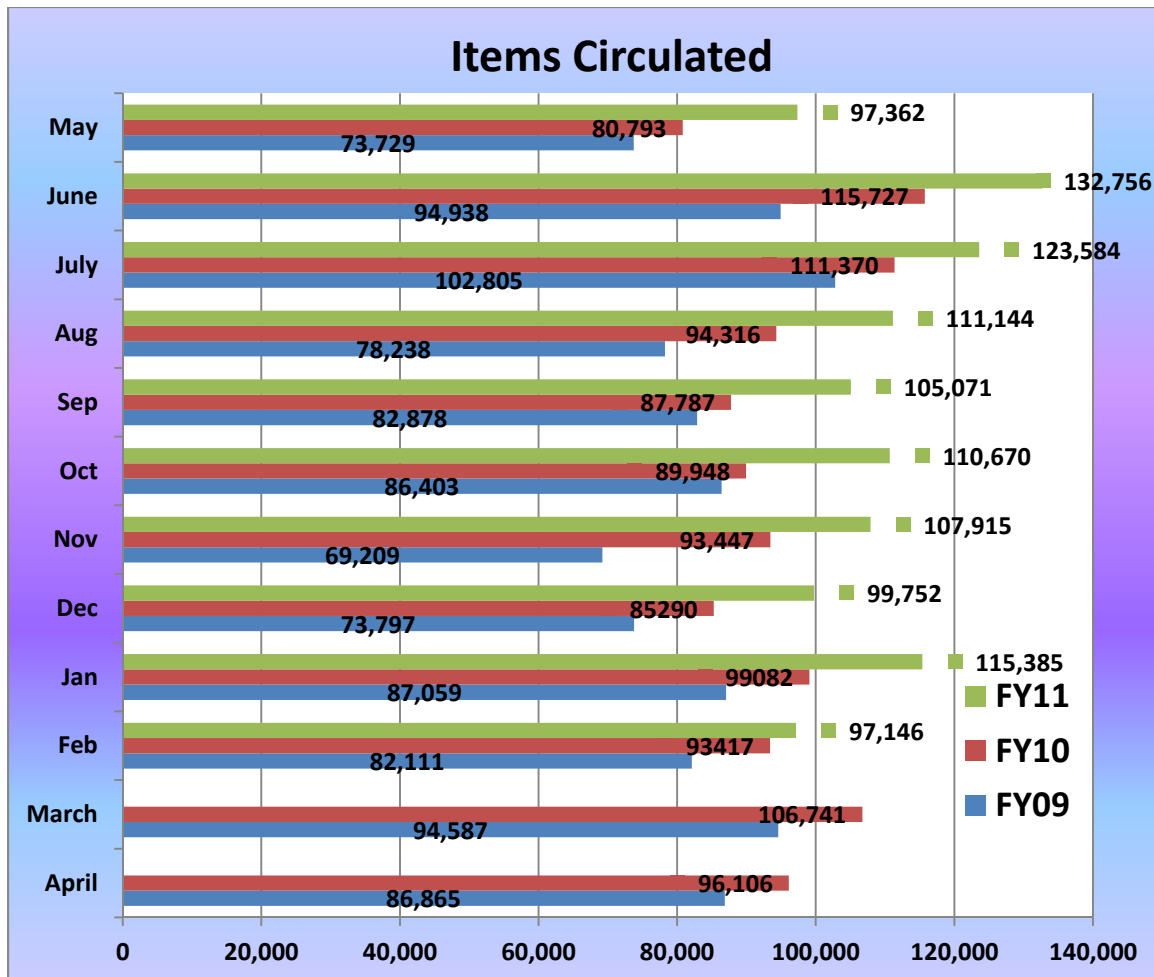


2. GOAL – To become a customer-focused Library with a highly qualified, friendly and trained staff

Staff answered 5642 questions from customers this month.

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

Despite the four closed days, the number of items borrowed in February was 97,146 still an increase over the 93,417 items borrowed in February 2010.



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 February:

Oba William King, the Poetic Storyteller	47 attended
Toddler story time – 4 sessions	154 attended
Preschool story time – 5 sessions	152 attended
Library table at International Family Fest	175 attended
Crafts	135 made
Eastland Mall story time	55 attended
2 nd Monday Story Club	12 attended
Sheridan K visit	22 attended
Bloomington-Normal Family Literacy Group visit	30 attended
Visited Little Jewels Day Care	186 attended

Teen Programs and Attendance:

FAFSA program	5 participants
Teen Book Brags	7 participants
Teen GameFest	13 participants
Anime Now 2/8	10 attendees
Anime Now 2/22	9 participants
Kingsley booktalk	95 attendees
Chiddix booktalk	53 attendees

Adult Programs and Attendance:

AARP TaxAide	122 assisted
African-American Settlers	numbers unavailable
NonFiction Book club	snow day - cancelled
Mystery Book club	4 participants
Fiction Book club	19 participants
Open Lab for Computer Assistance –2/7	4 attendees
Open Lab for Computer Assistance –2/15	5 attendees
Open Lab for Computer Assistance – 2/23	6 attendees
New Release Movie Night – 2/2	snow day - cancelled
New Release Movie Night –2/9	4 attendees
New Release Movie Night – 2/16	7 attendees
New Release Movie Night – 2/23	8 attendees

5. GOAL - To better serve the customer and work more efficiently through the use of technology

Three new self checks were added on the upper level and are up and running.

6. GOAL - To administer a cost effective public library responsive to all segments of the community

Putt with the Prose held on Sunday, February 13th raised about \$3500 after expenses. The Library plans to use these funds for a Light Speed sound system for the Children's Story Room.

GOLF DIVISION

We can feel the golf season coming! Staff has been extremely busy finalizing plans and preparing for the unofficial start of the golf season which is the month of March. Staff feels like we have done the necessary things to position ourselves for a successful year.

February revenue was up significantly (approximately \$19,000) due to a large custom golf merchandise order in addition to several passes being sold early. The sales are in part to a promotion we are running to encourage our customers to buy their passes early. Staff has begun interviewing the 50+ seasonal employees that are necessary to run the courses. We continue to move forward with the intent of pursuing equipment leases for golf carts at Prairie Vista and much-needed maintenance equipment at all three courses. The addition of this equipment will allow our staff to be much more efficient with their time and most importantly, should allow the customers to see improved service and course conditioning.

February Cost Saving Measures

- Set temperatures in the clubhouses to lowest comfortable setting to save energy costs.
- Repaired all maintenance repairs in-house to save on high outside labor costs.

Combined	Feb '10	Feb '11	Last Fiscal Year	Current Fiscal Year
Rounds Played	0	0	67575	66968
Total Revenue	\$11,153.75	\$29,928.74	\$2,197,094	\$2,260,319
Rev Per Round	N/A	N/A	\$32.51	\$33.75

Combined	Feb '10	Feb '11
Shotguns Held	0	0
Additional Outing/Tournament Rounds	0	0
Seasonal Man Hours	241	297

RECREATION DIVISION

February was a busy month with winter/spring programs fully up and running. The Afterschool Basketball program that started practice in January had games start in February. Games were every Saturday at Bloomington High School's gym on all four courts from 8:30 am – 1:30 pm.

Some of the other programs conducted were:

Parent/Child: Parent/Tot Gymnastics, Parent/Tot Ballet, Tot Time

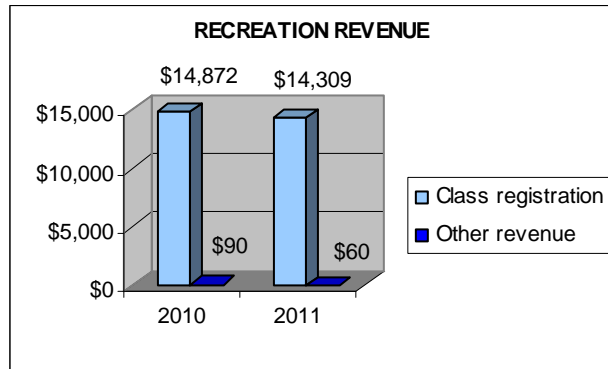
Preschool: Super Tot Gymnastics, Little Artist in Training, Pre-Ballet & Tap, Half Pint Sports & Fitness

Youth: Beginner Guitar, Painting Studio, Clay Pottery for Youth, Dance, Zumbatomics

Adults: No Fear Yoga, Zumba Fitness, Co-Rec Volleyball Leagues

55+: Zumba Gold, Eagle Watching trip, Let's Hit the Road, Adult Center activities

The popular Daddy/Daughter Dance was Sunday, Feb. 13 at the Miller Park Pavilion. Seventy-six pairs attended this event.



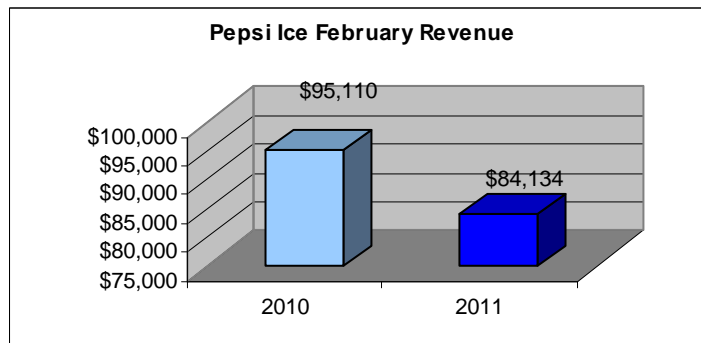
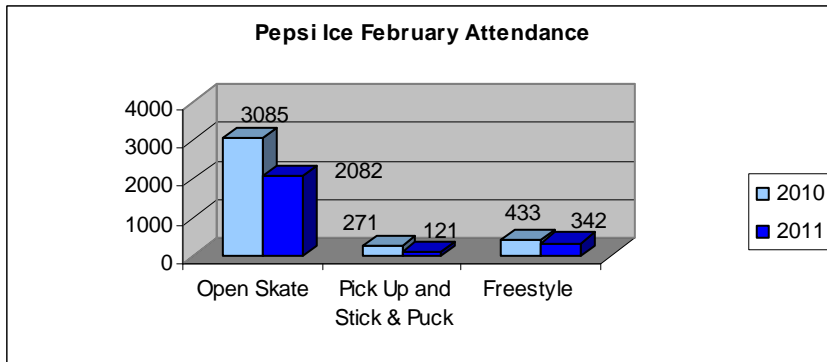
PEPSI ICE

Last year Winter Olympics fever hit the Pepsi Ice Center so numbers were very high in all areas. We took advantage of the buzz by advertising with commercials during some of the broadcasts of the Olympics. This year it's back to about the same level as a non-Olympics year. Open Skate dropped by about 1000.

Stick & Puck and Open Hockey are lower as Pepsi Ice Center is offering fewer sessions. Last year some sessions were offered in the Coliseum. This year they weren't offered as the rented Coliseum ice is more expensive and there wasn't any ice time available in Pepsi Ice.

Freestyle numbers are affected due to the competition schedule. The numbers will increase in March because of upcoming competitions.

Pepsi Ice revenue was down about \$11,000 compared to 2010. Some of the larger drops were \$12,000 in ice rental, \$4000 in open skate, and \$5000 in Learn to Skate Classes. The youth hockey league fees were up by \$12,000.



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

Special Olympics

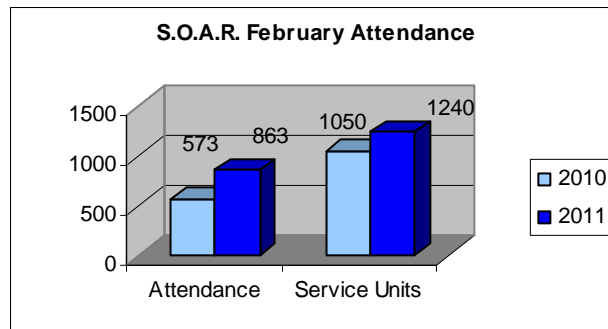
Training for the S.O.A.R. Special Olympics aquatics, bocce, unified bocce, and powerlifting athletes began in February. Aquatics had not been offered for the past 2 years due to funding cuts. The S.O.A.R. snow shoe athletes were supposed to compete in the Illinois Special Olympics State Winter Games, but the games were canceled due to the snowstorm.

Weekly Programs

The Winter/Spring Program session of new programs started the week of February 14. A wide variety of programs started including fitness, dance, arts & crafts, bowling, and more.

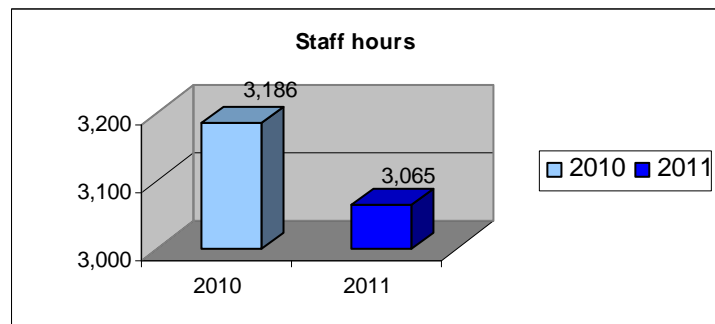
Special Events

Five special events were held in February: S.O.A.R. Open House, pampered chef Party, Valentine's Dance, ISU Men's Basketball Game, and Pizza & a Play. The S.O.A.R. Open House was a chance for new families to find out about S.O.A.R. programs as well as an opportunity for current families to interact with others facing similar challenges with their children.



STAFF HOURS

This includes all of the Recreation Division (S.O.A.R., Pepsi Ice, Recreation, and Aquatics). Staff hours decreased by about 100 compared to 2009. A few planned programs were canceled due to low enrollment.



VOLUNTEER HOURS

Pepsi Ice continues to use a large number of volunteers in their youth hockey program as coaches. The Learn to Skate program also has quite a few who assist with classes and others who assist during freestyle time with the music.

The Miller Park Adult Center has some volunteers who go around and collect day old bread and pastries from various stores. On Thursdays they set up at the Adult Center and give it away to

participants. There was an article recently in the Pantagraph about the lady who started this program.

Area	# individuals	# hours served
Hockey	44	200
Ice skating	16	29
S.O.A.R.	5	17
Afterschool Basketball	3	96
Miller Park Adult Center	10	71
Total	78	413

BLOOMINGTON CENTER FOR THE PERFORMING ARTS

Events

The BCPA welcomed 10,736 people to the Center over 46 different events and activities in February.

Naturally 7 - Performing on Thursday, February 3, hot on the heels of the month's 15" snowstorm, Naturally 7 warmed many hearts with their signature a cappella sound. The group performed to just under 300 people – a number that would have been much higher had the weather not affected many people's plans. That said, the concert attracted audience members from as far away as Indianapolis.

Ahn Trio - The Ahn Trio spent two days in Bloomington, performing a public concert on Friday, Feb. 4, and engaging students at Illinois Wesleyan University in a master class on February 3. A second scheduled master class at University High School had to be canceled due to school cancelations brought on by the snowstorm.



Angella Ahn workshops with a violin student at Illinois Wesleyan University.

One patron wrote this about the show:

“What an extraordinary show that was. This was a contemporary music style that was unfamiliar to me, but I opened my mind and went with the flow. I learned to listen in a different way with some imagination. I actually started to enjoy the dissonant sounds and unfamiliar rhythms.

“While I was watching the 2nd half of the show, I found out the Ahn sisters are superb musicians. Their lullabies worked, so soothing I had to fight falling asleep. Charming how they connected with the audience, surprisingly unpretentious for the high level of musicianship they possess. Cute and refreshing, and I loved the purple shoes and sequins!”

An Acoustic Evening with Lyle Lovett and John Hiatt - What may be remembered as the signature event in the BCPA’s 2010-11 season, Lyle Lovett and John Hiatt performed an acoustic concert for 1149 patrons on February 10.

Patron comments from the BCPA’s Facebook page include:

“What a wonderful show! Thanks BCPA!”

“It was a great show. Lyle and John were great.”

“Was glad to be squeezed into the extra seats; it was a great show from any angle.”

“A great show! Amazing talent!”

The Foundations of Funk featuring Maceo Parker - Funk music legend Maceo Parker, a saxophonist who has been a major collaborator with all the greats of funk music, including James Brown, George Clinton and Prince, brought his “Foundations of Funk” show to the BCPA on Saturday, February 12. A highlight of the concert was when Maceo invited a 12-year-old member of the audience to the stage, responding to a request for an autograph and advice on what she should do to further her interest in the saxophone. He read a lovely inscription he had made in her Intro to the Saxophone music book, much to the delight of the entire audience.

White Ghost Shivers - The White Ghost Shivers are one of the quirkiest bands performing. The group performed for 312 people on Saturday, February 19, and received many glowing comments from fans leaving the show.

“AWESOME SHOW ! PLEASE have ‘em back again !”

“Yay!! That was the best show I have seen in a long, long time.”

“I have fallen for (band member) Shorty Stump!!! One of the best shows I have ever seen!!”

Giggle Giggle Quack - The BCPA’s Student Spotlight Series welcomed 1137 K-12 students for two performances of “Giggle Giggle Quack,” based on the popular children’s book, on Tuesday, February 22.

The King’s Singers - Noted classical vocalists The King’s Singers performed on Thursday, February 24. They took the stage with Illinois Wesleyan’s Collegiate Choir, who sang a couple of numbers in the concert, in addition to having a chance to workshop with the King’s Singers earlier in the day. It was a match made in heaven. The students were rapt in the attention of these celebrated vocalists and the choir itself came away from the event with plans to commission a piece from King’s Singers baritone Philip Lawson to be performed by the choir, who may also

bring the King's Singers back for a second performance with them on campus. An audience of 440 attended the performance.



The King's Singers share the stage with Illinois Wesleyan's Collegiate Choir

A BCPA patron wrote this note in response to the concert:

"I just wanted to drop a note of "thanks" for including The King's Singers in this year's BCPA schedule. I attended last night's concert and was absolutely enraptured. As a choral singer, and a frequent attendee of choral concerts, having an ensemble of this caliber here in Bloomington was simply amazing. Hearing the IWU Collegiate Choir once again was an added bonus. Please consider programming more choral ensembles in the future!"

OTHER FEBRUARY EVENTS/ACTIVITIES

February 7 – Kiwanis/Kiwanis Board meeting

February 13 – Illinois Symphony Orchestra, "Rhythmically Rousing"

February 14 –Kiwanis meeting

February 18 – Illinois Wesleyan Civic Orchestra

February 19-20 – Kiwanis Pancake Days

February 21 – Kiwanis/Kiwanis Board Meeting

February 25 – American Passion Play Opening Dinner

February 26-27 – Sound of Illinois Chorus Annual Show

February 28 – Kiwanis Meeting

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

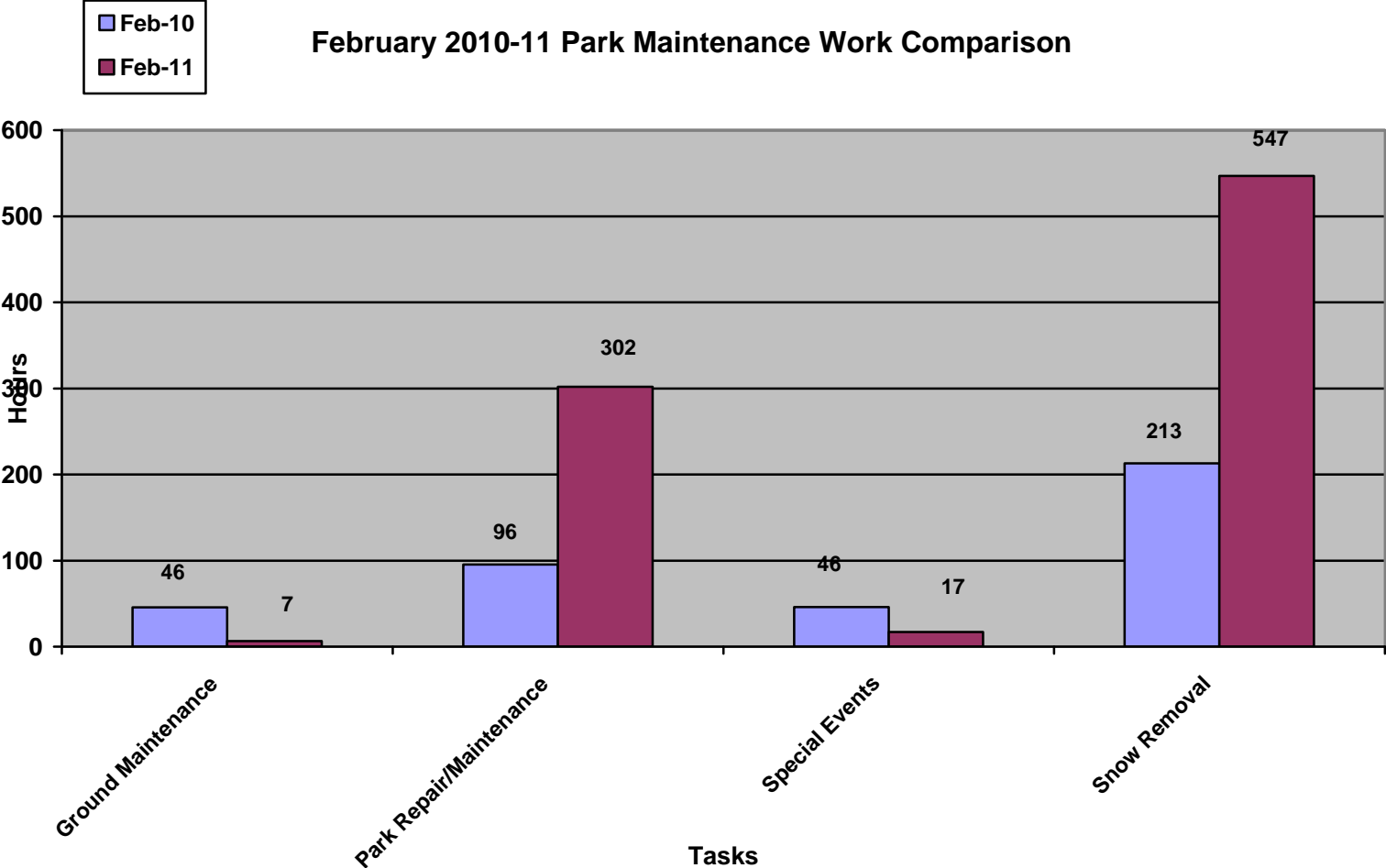
PARKS MAINTENANCE DIVISION

The month of February started off with a bang. The snow storm during the first week consumed all of the Parks Maintenance staff's effort and time. Staff spent most of the first week removing snow from Parks facilities and assisting Public Works. Some staff helped plow streets and helped haul out snow from the downtown area and the Coliseum. We incurred sixty-eight hours of overtime related to the storm. After the storm-related work was taken care of things settled down and staff was able to continue regular operating procedure. Forestry numbers are down due to amount of snow and the difficulty of doing preventative maintenance.

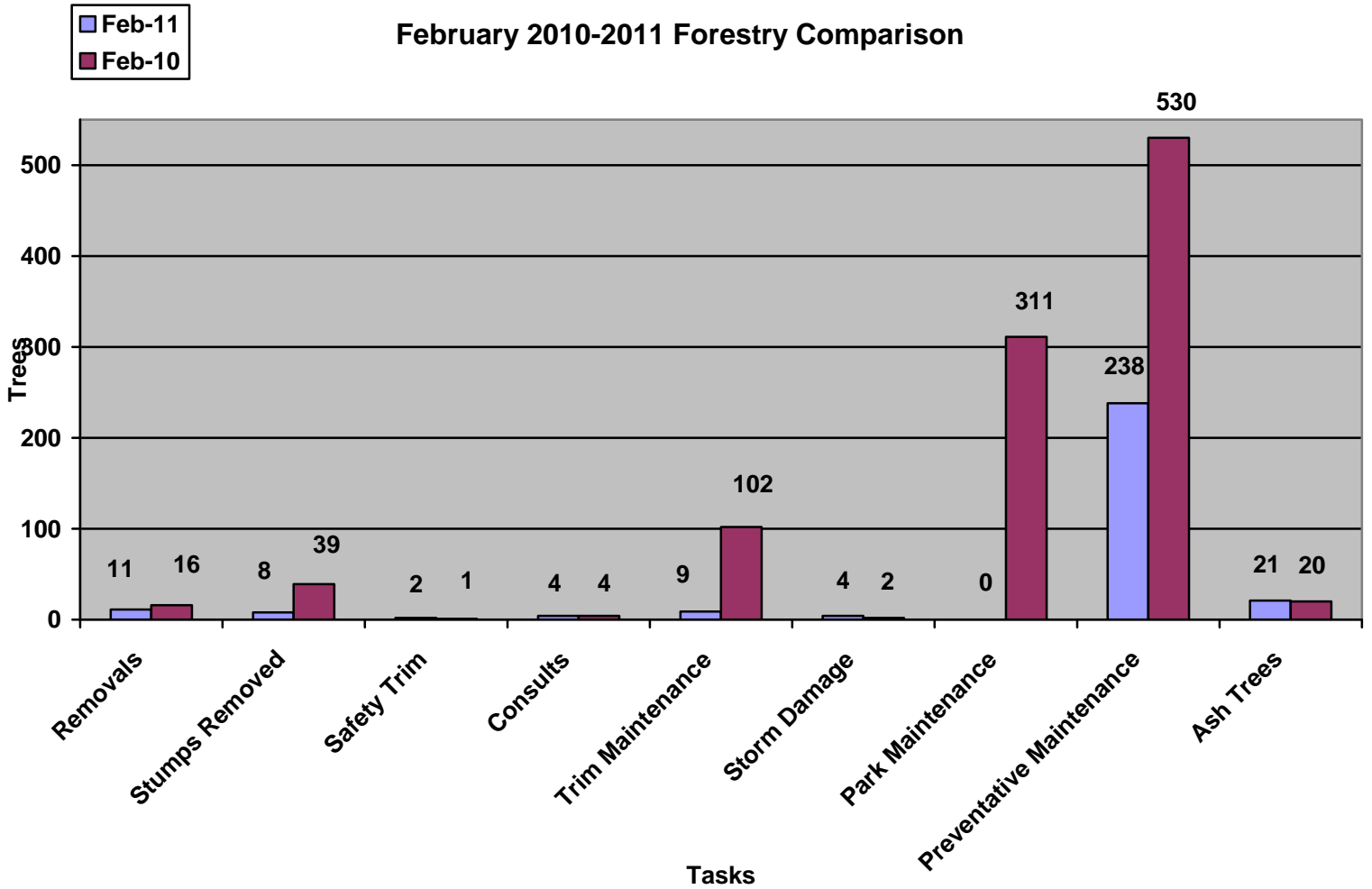
Some of February projects include:

- Replaced cabinets and added a dishwasher in Lincoln Leisure Center kitchen
- Installed new tile and carpet in the Miller Park Zoo Zootique gift shop
- Installed new air gap at Miller Park spray ground per Illinois Department of Public Health
- Updated plumbing at Withers Park fountain
- Installed new toe kicks at Pepsi Ice Center bleachers
- Re-wired and installed new emergency lights and exit lights at all Miller Park Zoo buildings
- Completed all building inspections at Park Maintenance facilities
- Completed all Park inspections
- Designed and built new Park benches from ash wood that was milled on site
- Added new lights in Park Maintenance facility. The lights used came from Pepsi Ice Center after they changed fixtures
- Built four new baseball dugouts at McGraw Park. The wood for these dugouts came from city ash trees that were milled to desired specifications
- Replaced 21 light bulbs, 3 fuses and 2 fuse holders at McGraw Park
- Replaced 8 light bulbs at Miller Park
- Installed new ignition board for the tube heater at Pepsi Ice Center
- Replaced pump #3 with back-up and rebuilt the existing pump
- Completed bi-annual oil change of all three compressors at the Coliseum
- Completed quarterly HVAC filter changes at all Park facilities
- Replaced furnace motor at the BCPA

February 2010-11 Park Maintenance Work Comparison

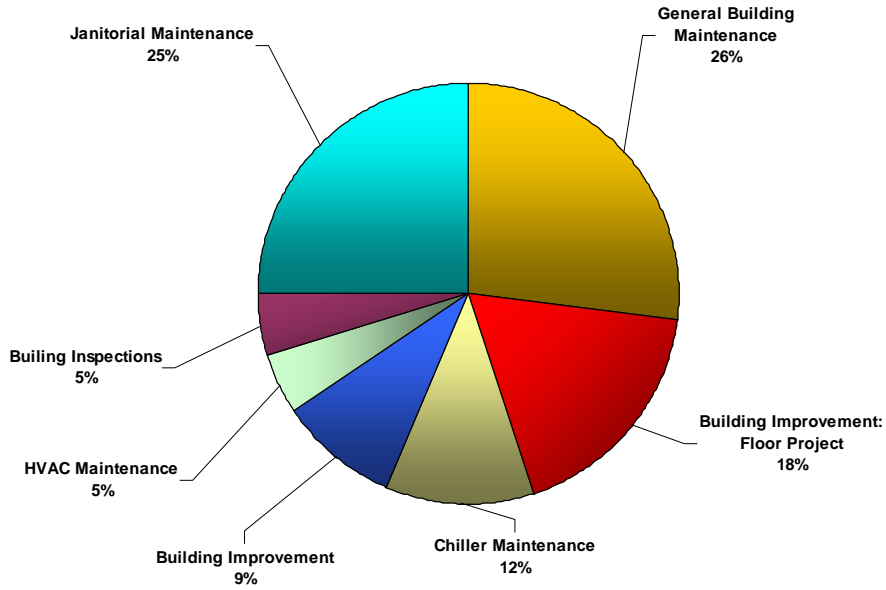


February 2010-2011 Forestry Comparison



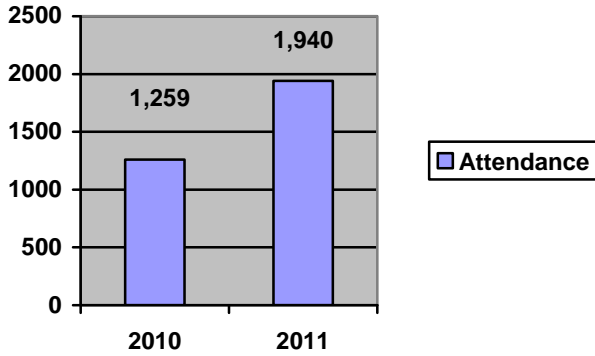
February 2011 Forestry Work		
	Sites	Trees
Ash Trees	21	21
Removals	11	11
Consults	4	4
Stumps Removed	8	8
Trim Maintenance	6	9
Preventive Maintenance	149	238
Park Maintenance	0	0
Storm Damage	4	4
Safety Trim	2	2

February Building Maintenance (500 Hours Total)



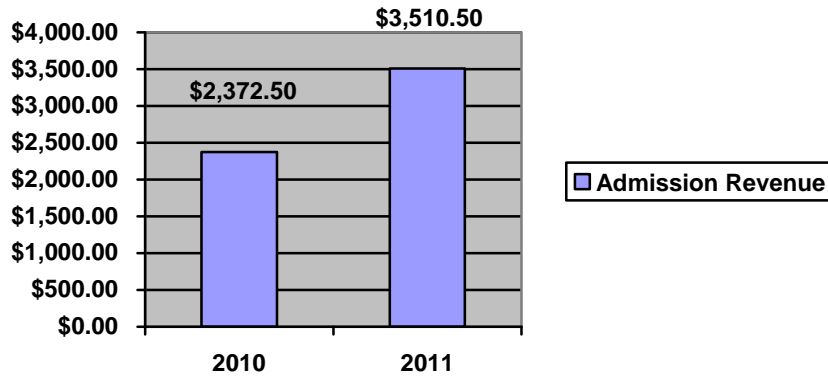
ZOO DIVISION

February Attendance

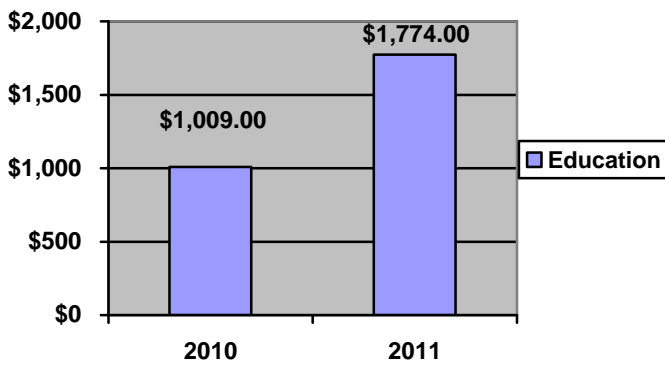


In a recent informal survey, 14 zoos (that did not have a major exhibit opening) in the United States reported an average 4.8% decrease in attendance for the year. The Miller Park Zoo is currently 7.1% down for the fiscal year compared to last year's attendance numbers. It needs stating that the 2010 fiscal year was the 2nd best year in the Zoo's history.

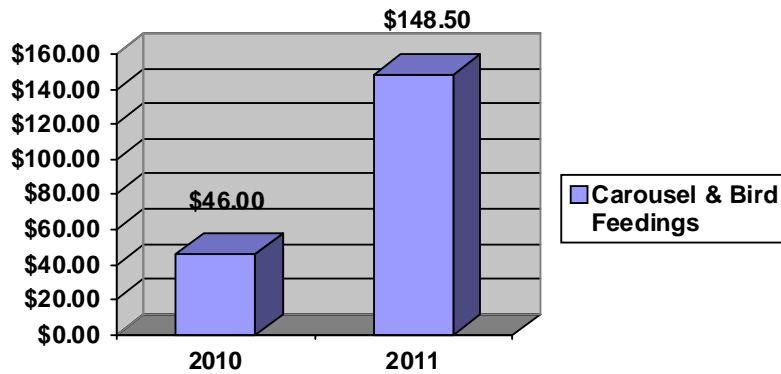
February Admission Revenue



February Education Revenue



February Carousel and Bird Feedings



Animal Collection

- Acquisitions—animals added to collection by transaction or birth/hatch
 - 2 Common Wallaroo
- Dispositions—animals removed from collection by transaction or death
 - 1 Golden Mantella
 - 1 male Eurasian Red Squirrel
 - 1 Alligator Newt
 - 1 female Axolotl
 - 1 female Tammar Wallaby

Staff

- Worked on animal transactions (14 pending)

Notes

- This month, Zookeepers saw two Common Wallaroo joeys sticking their heads out of their mother's pouch. This species is a member of a Species Survival Plan (SSP). A new male was brought in last fall in order to breed with our three females.
- Flooring in the Zootique was replaced with a tile and carpet combination (see Parks Maintenance report above)

The following information is a summary of Planning and Code Enforcement (PACE) activities for the month of February, 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

The first couple of months of 2011 are not looking very good for a rebound in construction activity in the City. However, the month did provide for very adverse weather conditions that could have easily affected construction starts and two months of data can hardly be considered a trend. Hopefully, this will improve with the coming of spring and our slowly improving economy.

**Building Permits Issued
For the month of February 2011**

	Feb 2011	Feb 2010	Y-T-D 2011 (1)	Y-T-D 2010
# of Construction(2) Permits	182	252	435	528
(Inc.) Building (3) Permits	61	72	138	174
New Homes Built	1	8	6	22
Duplexes Built (4)	0	0	0	0
Multi Family Built	0	0	0	0
Construction Valuation	\$897,828	\$2,278,984	\$3,024,519	\$5,931,911
Permit Fees Collected	\$18,420.25	\$56,114.94	\$66,315.46	\$123,664.81

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

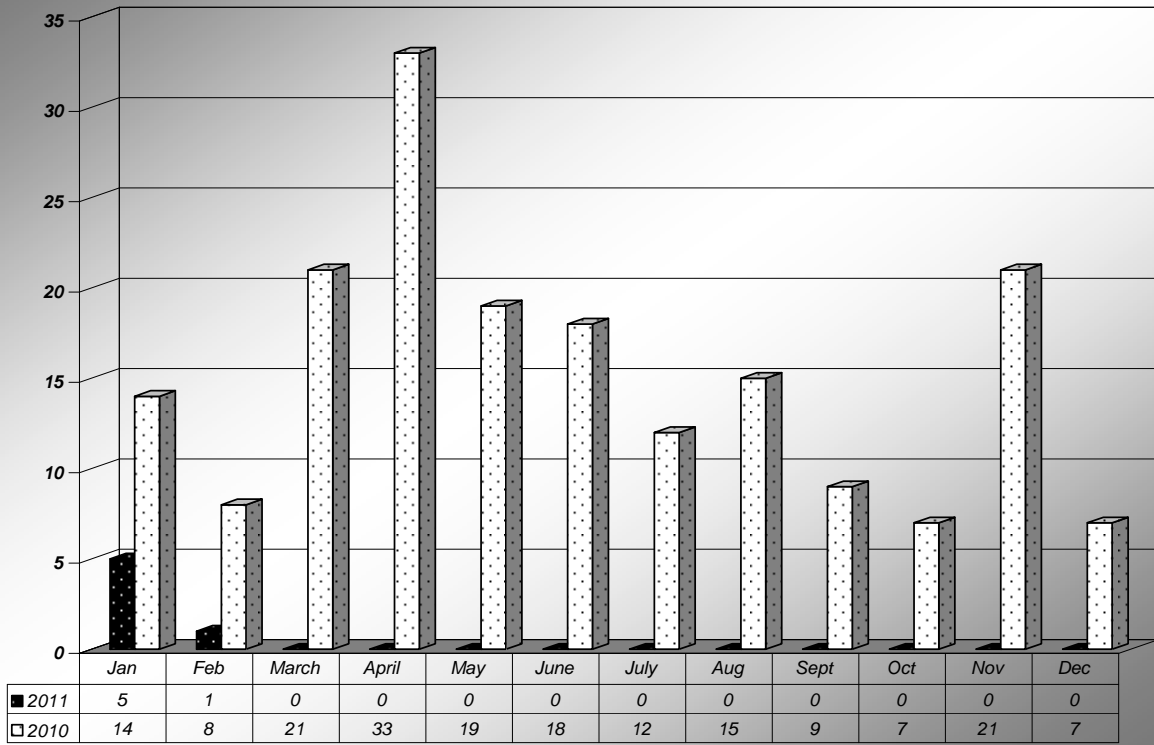
Construction Projects \$1,000,000 or Higher

Building/Project Description	Address	Value
	NONE for February 2011	

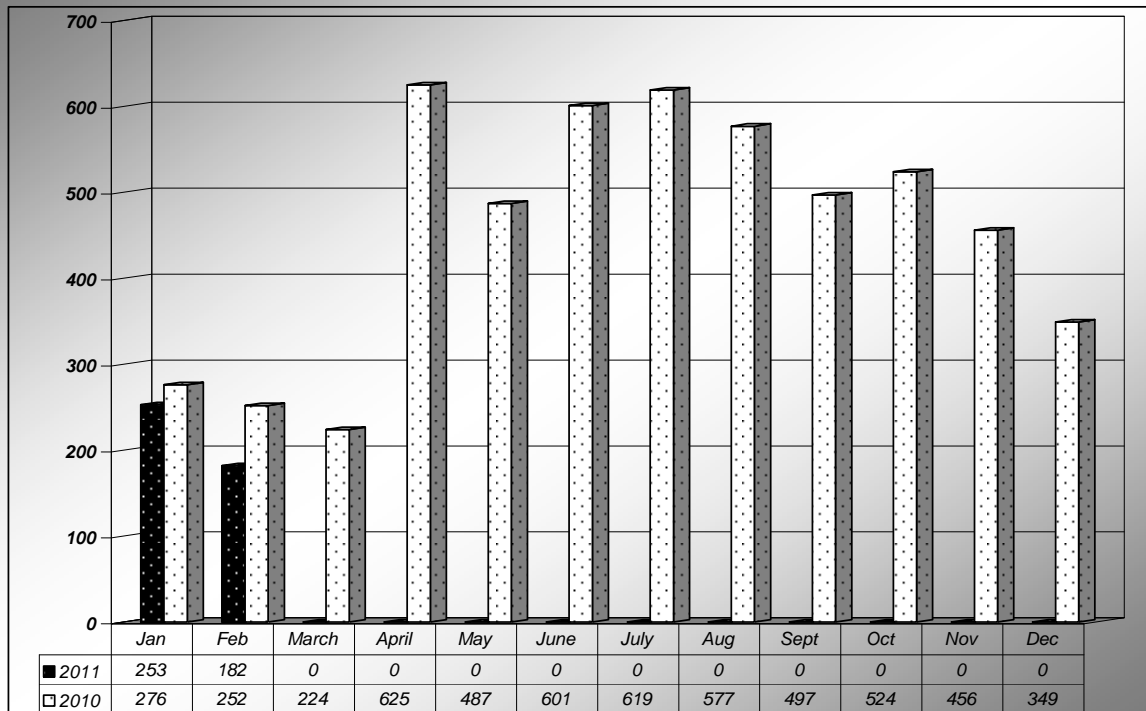
Notable Plan Reviews Received

Building/Project Description	Address	Value
Toys R Us	1703 E. Empire St.	\$1,060,150
Lounge Eleven	105 W. Front St.	\$200,000

New Home Permits



All permit activity



Code Enforcement Division

The following table summarizes the activity of the Code Enforcement and Community Development staff for the month of February, 2011. It would be safe to say that complaint numbers would be down since the City virtually shut down for several days due to snow storms.

	February 2011	February 2010	2011 YTD	2010 YTD
Residential Loan Activity (CDBG)				
Initial Rehab Inspections	4	15	10	30
Work Write-ups Completed	3	15	6	30
Loans Approved	3	0	6	0
Progress Inspections	18	35	30	70
Water Services	5	0	8	0
Code Enforcement Division				
Complaints Received	55	76	120	180
Inspections Completed	74	61	170	216
Garbage, Weed, Junk, Insp.	29	25	70	96
Graffiti Complaint Inspections	1	2	3	5
Housing Complaint Insp.	21	15	30	36
Tickets Issued	0	2	0	8

Historic Preservation Activity

A. Discussion of McLean County Historical Society – Greg Koos

Planning Commission Activity

Case Number	Petitioner and Address	Request	Action
Z-03-11	City of Bloomington, IL 109 E. Olive St.	Requesting an amendment of Chapter 44 (Zoning), Section(s) 44.7-2 H.5 (j), 44.7-2 H.1 (f) and 44.3-2 adding definitions and parking requirements primarily resulting in a new definition of “Shopping Center” and the parking requirements for such property.	Recommended for approval by a vote of 6 to 0

Zoning Board Activity

Case Number	Petitioner and Address	Request	Action
Z-01-11	Larry Hundman	Requesting the following two variances and to allow the construction of new offices and a change in land uses: 1) a reduction in the minimum required landscape setback, 2) to reduce the minimum number of required parking spaces, for the property located at 802 Eldorado Road. Zoned B-1, Highway Business District. (Ward 8).	1) Landscape variations were approved 5 to 0 2) Parking space number variance failed 3 yes and 2 no vote*

* Petitioner reconfigured the proposed parking lot and attained a necessary easement which allowed the project to be approved by staff since a variance was no longer necessary for compliance.

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. It is anticipated that the provision for fire sprinkler systems in new single family homes will be well debated.
- The Neighborhood Preservation ordinance looking for input from the City’s residents for some time. The basic ordinance seems to be getting good reviews to date. We expect the proposed ordinance to be before the Council on March 14, 2011.
- Demolition permits have been issued and work has started on the demolition of the old Verizon/GTE building on East Empire St. The recycling efforts of the interior materials are nearly complete. The contractor hopes to have recycled approximately 95% of the building by the time the project is complete.
- Staff is working with the Council’s “Quality of Life” committee to develop a recognition program for properties that have been turned from problems to productive.
- PACE will be loosing long time employee (20 years) on March 31. Jeff Eckhoff, Building Safety Division Manager and Plans Examiner will be retiring from the PACE Department. We all will miss his professionalism, knowledge and friendship. Look for an announcement for an open house celebrating Jeff’s tenure at the end of March. Our loss is the Golf Courses’ gain!

ENGINEERING DIVISION

CITY OF BLOOMINGTON PROJECTS	STATUS
Street & Alley Repair, 2011-12	In Design (75% Complete)
General Resurfacing, 2011-12	In Design (99% Complete)
Tanner St Reconstruction	In Design (99% 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 (80% Complete)
Lafayette St Reconstruction, Maple to Morrissey	In Design (50% Complete)
Sump Pump Drain Line 2010-11	In Construction (0% Complete)
CDBG Westside Redevelopment - Sidewalks	Finalized (100% Complete)
Lincoln & Ireland Grove Resurfacing – ERP Funds	In Construction (95% Complete)
Kickapoo Creek Stream Restoration, Phase II	Punch List Items
Hershey & College Traffic Signals	Accepted (100% Complete)
Hamilton Rd Reconstruction, Timberlake to Main	In Construction (81% Complete)
Constitution Trail - Grove to Croxton	Punch List Items
50/50 Sidewalks & Handicap Ramps 2010-11	In Construction (65% Complete)
MFT Resurfacing, 2010-11	In Construction (70% Complete)

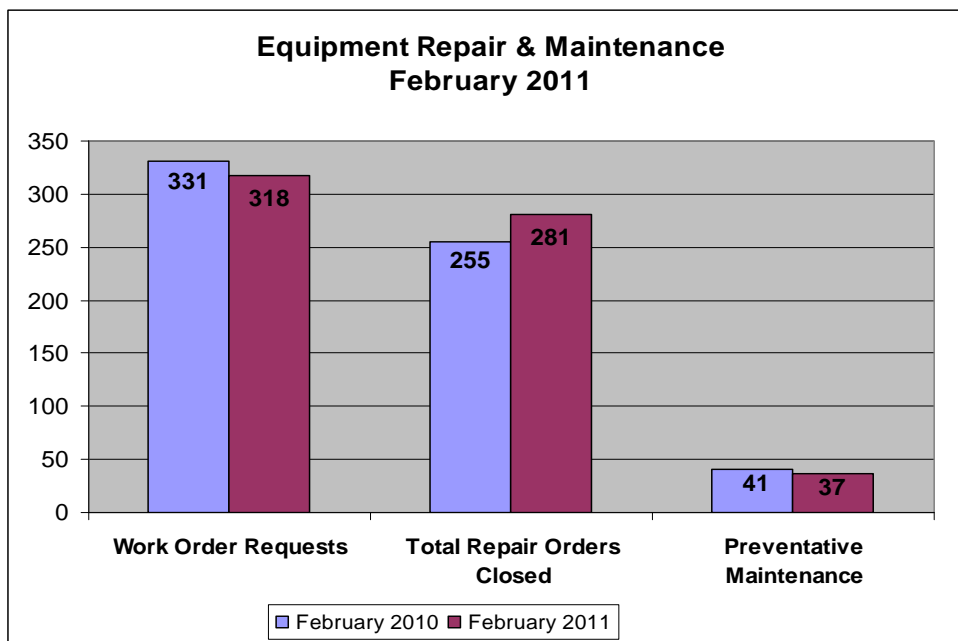
PRIVATE DEVELOPMENT PROJECTS	STATUS
Commercial Site Plans	7 Plan Sets Reviewed
Grove Subdivision, 3 rd Addition	In Construction (99% Complete)
Grove Subdivision, 2 nd Addition	In Construction (99% Complete)
Cedar Ridge Elementary School	Punch List Items
Benjamin Elementary School	Punch List Items
George Evans Middle School	In Construction (95% Complete)
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

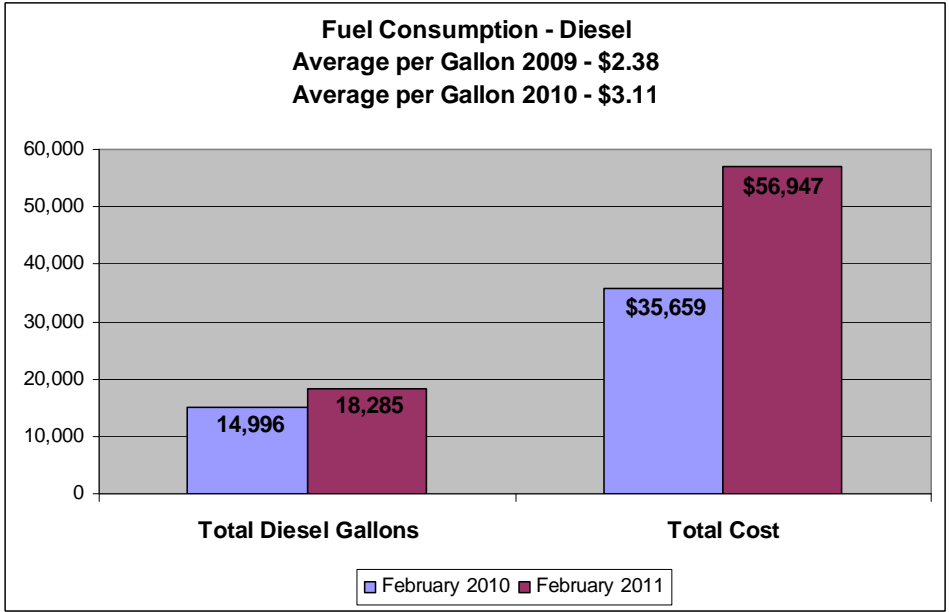
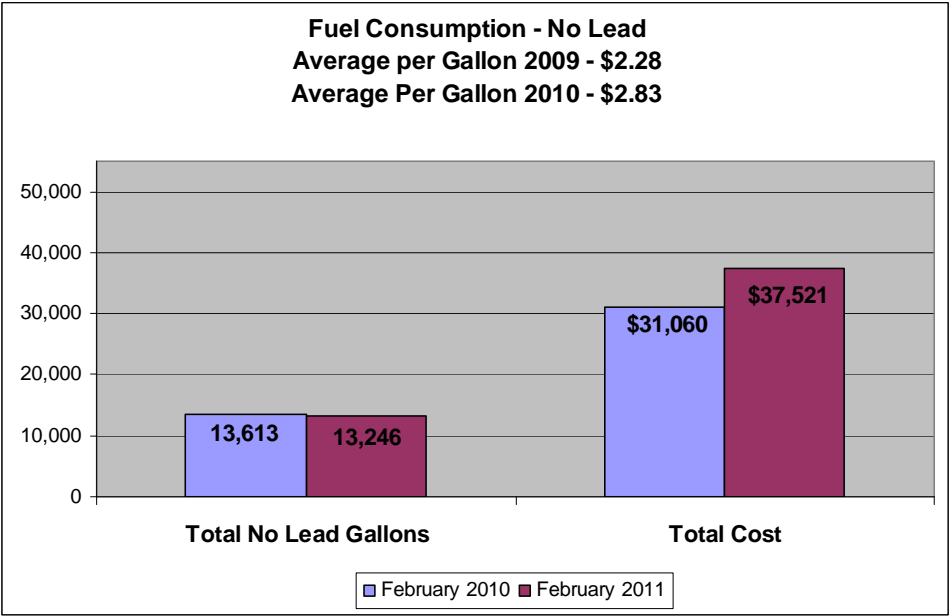
VILLAGE OF DOWNS PROJECTS	STATUS
Kickapoo Trunk Sewer, Pump Station & Force Main	In Construction (65% Complete)

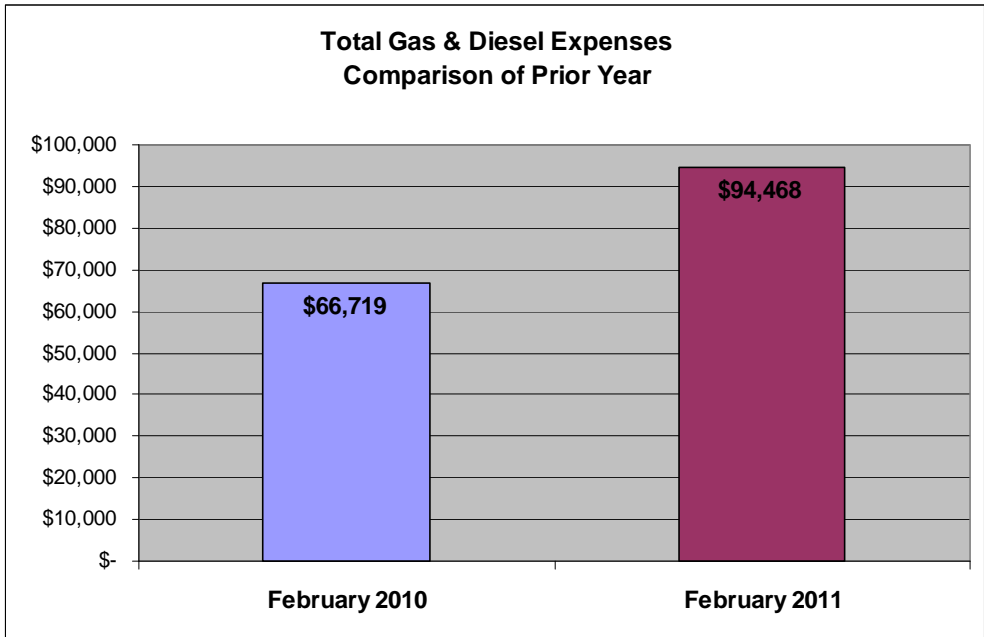
IL DEPARTMENT OF TRANSPORTATION PROJECTS	STATUS
Veterans Pkwy/Morris Ave/Six Points Rd/Greenwood Ave	Awarded

Permits	
February 2011 Curb Cuts	1 Permits Issued (Value \$35)
February 2011 Erosion Control	2 Permits Issued (Value \$70)
February 2011 Excavation	26 Permits Issued (Value \$910)
February 2011 Water Meter Fees	Value = \$4,300
February 2011 Street Cut Deposits	Value = \$1,000
February 2011 Traffic Control	2 Permits Issued (Value \$50)
February 2011 Dumpsters	0 Permits Issued (Value \$0)
February 2011 Overweight Loads	7 Permits Issued (Value \$840)
Customer Service Calls	
February 2011 Call Center	1,459 inbound calls
February 2011 Public Works Office	22 in-person assistance contacts
Erosion Control/Complaints Inspection Report	
New/Maintenance Erosion/Storm Water Management Inspections	96
Erosion/Storm Water Management Complaints	5
Inspection Files Closed	0

FLEET MANAGEMENT



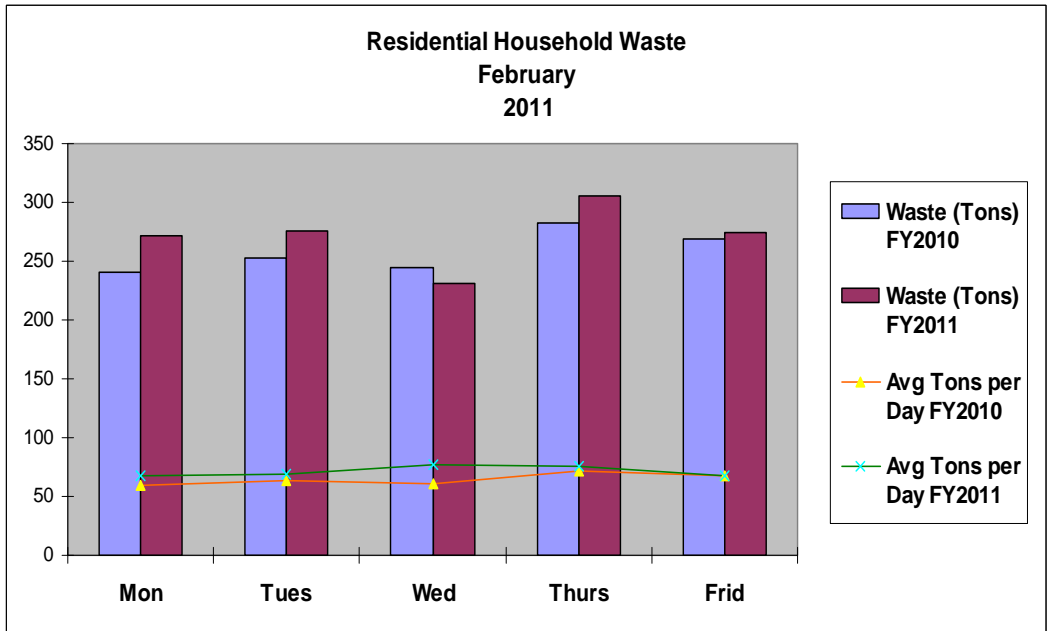


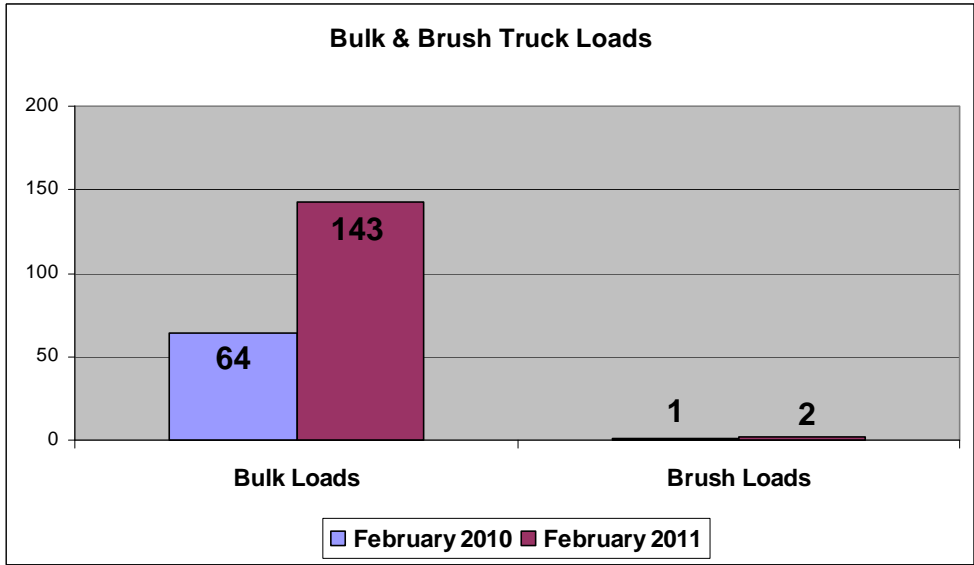
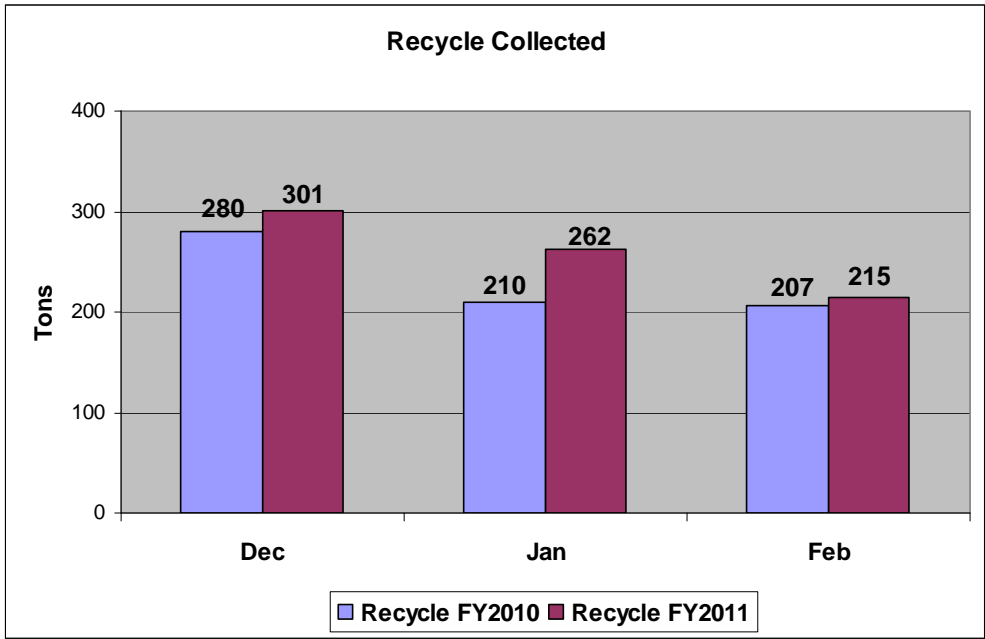


Fleet realized an approximate \$27,750 increase in fuel costs compared to the prior fiscal year month of February due to the rising cost of fuel. The average fuel cost in February 2011 was approximately 64 cents more costly than the prior year at this time and the City used 367 less gallons of fuel.

WASTE MANAGEMENT

Approximately 25,500 residences are serviced weekly and an average of 26.6 pounds of household garbage was picked up each week at these locations. A total of 1,355 tons or approximately 2.71 million pounds of household waste was collected in February as well as 752,000 pounds of bulk and 2 truck loads of brush.





STREETS & SEWERS

Work Type	Jobs Completed
Cold Mix	47
Mailbox	45
Main Repair	1
Street	2
Water	6
TOTAL	101

Work Type	Jobs Remaining
Backfill	3
Brick Removal	1
Cave In	7
Cold Mix	63
Contractor	4
Culvert	5
Curb	61
Curb & Street	1
Drainage	3
Driveway	1
Duplicate	3
Erosion	1
Hot Asphalt	1
Inflow/Infiltration	3
Inlet Lead Repair	1
Inlet Repair	55
Lower Manhole	5
Mailbox	229
Main Repair	25
Manhole Repair	5
Misc	1
Pavement Repair	36
Perm Patch	21
Raise Manhole	2
Rebuild Manhole	1
Service Repair	27
Shoulders	8
Sidewalks	26
Snow Plow	2
Sump Line Repair	6
Traffic Calming	1
TV	1
Water	116
TOTAL	725

Work Type	Average Age (days from received to completed)	Average Completion (days from start to finish)	Average Billable Hours Worked
Backfill	10.33	0.00	1.67
Brick Repair	190.00	12.00	45.00
Cold Mix	10.29	0.03	1.42
Contractor	55.92	16.00	17.42
Drain Tile	193.00	179.00	27.50
Drainage	0.83	0.17	9.83
Graffiti	0.00	0.00	6.00
Hauling	0.00	0.00	91.00
Inlet Lead Repair	124.33	5.67	84.00
Inlet Repair	145.17	10.91	35.45
Mailbox	16.09	11.80	0.75
Main Repair	126.14	9.29	49.32
Manhole Repair	99.71	5.57	67.42
Misc	96.50	0.25	5.00
Pavement Repair	36.25	1.25	24.63
Perm Patch	161.51	7.91	94.17
Raise Manhole	9.00	0.00	21.00
Service Repair	168.83	13.73	38.10
Shoulders	195.00	25.80	19.80
Sidewalks	255.00	6.00	18.48
Skim Coat	91.17	0.00	5.63
Street	-0.50	3.00	13.00
Sump Line Repair	44.75	32.38	41.69
TV	91.00	0.00	2.50
Water	26.61	7.65	16.47

DEPARTMENT SUCCESSES

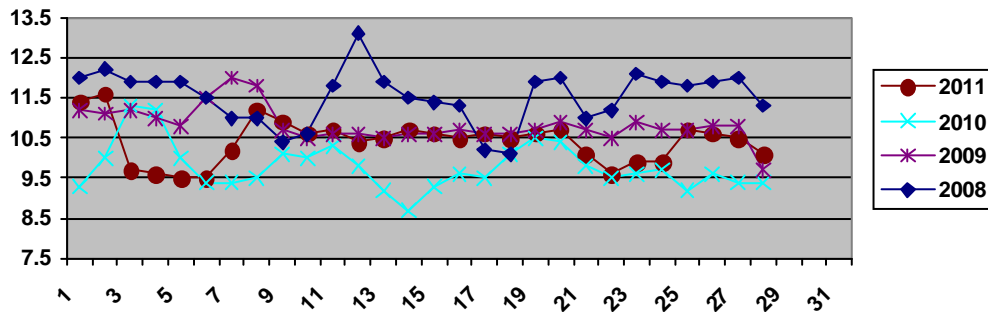
1. Fuel Strategy has been created for the City's fuel purchases.
2. Water ditch work completed for the Water Department is within the seven (7) day performance measure response window.
3. Pavement Marking Program - see complete details in the Streets & Sewers section.
4. Grass and sod disposal costs have been eliminated due to a partnership with the Water.
5. Department utilizing Lake Bloomington property.
6. Updated the mailbox ordinance per Council direction.
7. Fleet Management held their first online auction and successfully sold numerous vehicles realizing slightly over \$25,000.
8. After 6 months of construction, Hamilton Road was opened the day before Thanksgiving to through traffic. Construction will continue in the spring with an anticipated completion date in June 2011.
9. Engineering successfully completed the following projects:
 - Street & Alley Contract FY2011
 - General Resurfacing FY2011
 - Firestation 2 Pavement Repair
 - Lincoln Street from Bunn to Morrissey
 - Parkway village Phase 1 - Accepted

RESERVOIR CONDITIONS

With the significant snowfall and then the melt in February, the Lake Bloomington reservoir and the Evergreen Lake reservoirs rose significantly during the month. The Evergreen Lake reservoir is completely full. We are pumping from the Lake Bloomington reservoir and it has nearly completely recovered and is within inches of being full. From a water supply standpoint at this time of year, our position is excellent.

PUMPAGE

Our pumpage in February was more normal than the last two years. We pumped around 10.4 million gallons per day (MGD) with a peak day of 11.6 MGD on February 2, 2011. The February average for 2011 can be compared to the average daily pumpage during February 2010 of 9.8 MGD, 10.8 MGD in 2009 and 11.5 MGD in 2008.



Water delivered to customers - February of 2008-2011

INFRASTRUCTURE

The rebidding of the Morris Avenue/Veterans Parkway reconstruction project was completed on January 28. This project had been bid in November of 2010 but the bids were too high so it was rebid in January 2011. The water mains in this area of work were included in the bid. Due to the poor performance of these water mains, this was the highest priority construction project for the Water Department in FY 2010/11. The overall project is an Illinois Department of Transportation project. The Water Department will pay for the water infrastructure in the work zone to be replaced. The Water Department had budgeted \$750,000 total for this project of which \$442,000 is committed to the Greenwood Avenue portion of the project. At this time we still believe this project will impact our 2010/11 budget although the timing of the bid award in 2011 will have a major influence on this issue. **(Relates to: Strategic Plan Goal #2 – Upgrade City Infrastructure and Facilities, Objective #5- Investing in the City’s future through a realistic, funded capital improvement program.)**

The first phase of the Morris Avenue project, the replacement of the water main on Greenwood Avenue, is proceeding well. A public meeting was held on October 7 and the project started shortly thereafter. The project was bid during June and the low bidder was George Gildner, Inc. at \$442,000. The engineer’s estimate for this project was \$612,000. This project has completed the bore and jacking of a casing pipe under the off ramp from northbound Veterans Parkway on to South Main Street, the connection to the water main on South Main Street is done, the connection at the west end on to Morris Avenue is complete and the pipe is being laid from both directions to meet somewhere in the middle. The project is

approximately 92% complete at this time. The project was budgeted at \$750,000 in FY 2010/11 budget and was scheduled to be at substantial completion by December 31, 2010. (Relates to: Strategic Plan Goal #2 – Upgrade City Infrastructure and Facilities, Objective #5- Investing in the City’s future through a realistic, funded capital improvement program.)

In February, we have continued working on fire hydrants with problems that were damaged during the recent snowstorm. At least 5 hydrants were knocked over by plowing operations because the snow was so deep that snow plow operators (both private and the City) could not see the hydrants. We have mostly been repair kits on the damaged hydrants. For the month, we serviced 5 hydrants. We did not replace any hydrants during the month. This brings the fiscal year total to 218 hydrants serviced and 59 hydrants that have been replaced. As of the end of February, we have no hydrants out of service as a result of our annual hydrant testing that we are working to repair/replace.

HYDRANT REPAIRS/REPLACEMENTS FISCAL YEAR

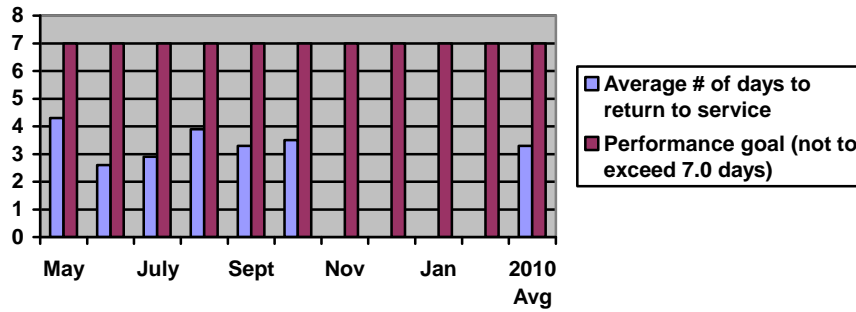
	FYE 2011 – To Date	FYE 2010	FYE 2009	FYE 2008
Total # of hydrants *	4180	4000 +/-	3900 +/-	3800 +/-
Total # out of service	0	13	100+	600 +
Total # of hydrants serviced	218	185	381	543
Total # of hydrants replaced	59	59	75	23
% of hydrants in service	100	99.7	97.4	84.8

*** Please note the number of hydrants is changed at the end of each fiscal year to reflect the growth in the system. The number for FYE 2011 reflects a sizable increase, not all related to growth. Since the hydrant testing program was started four years ago, numerous hydrants that existed in the system but were never on maps or had never been tested were added to the records. FYE 2010 had scores of hydrants added in this fashion. Thus the start of FYE 2011 reflects that fact.**

With the 59 replacement hydrants that have been installed to date this FY, about 45 of those were funded through our Operations and Maintenance account. The others were part of water main replacement projects and thus came from a capital account. With the hydrants funded by the O & M account, we have spent approximately \$175,000 on their installation at approximately \$3,500 per hydrant. This line item in our O & M, Transmission and Distribution Division budget was \$75,000 so we will need to find savings in other areas of our budget to compensate for this overage.

During February, no fire hydrants were called out service by the Fire Department. The overall fiscal year average for the time it takes to return a fire hydrant back to service after it has been called out of service stands at 3.2 days. Our performance measure for FY 2010/11 is a return-to-service time of not-to-exceed 7.0 days.

Average # of Days to Return Fire Hydrants to Service – by Month

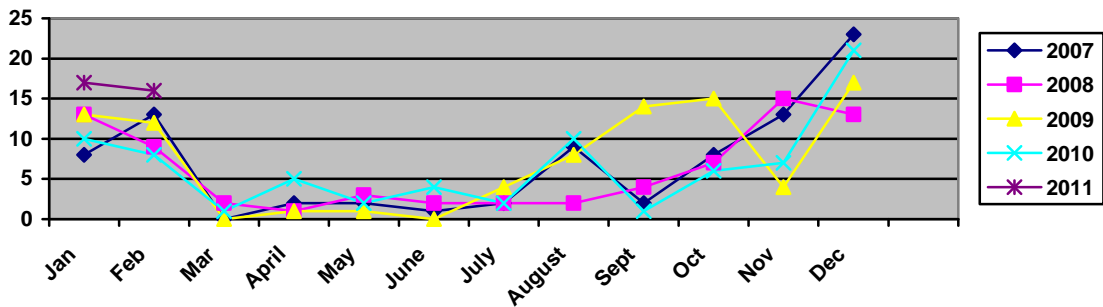


Our crews tagged 335 fire hydrants during the month. These heavy duty metal tags add to the proper identification of the fire hydrants in the field. We will continue the tagging process throughout the winter and into the spring. Currently, about 1,600 hydrants have been tagged or around 40% of our total hydrants.

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 that number, we are unsure exactly how many fall into that date range. We finished determining the date of manufacture for every Waterous brand hydrant in our system. The collection of the date of manufacture data for each hydrant has been a fairly time intensive endeavor for us. We must locate each hydrant within this date range, but with our ongoing fire hydrant operational testing program as well as hydrant painting and maintenance has made the collection of the data somewhat simpler. 200 have been repaired to date. The repair contractor has been working on these hydrants in the latter part of the month and repaired about 50 hydrants.

During the month, we repaired sixteen water main breaks. Six breaks were on 4” water mains, eight breaks were on 6” water mains, one break was an eight inch water main and we also repaired a leaking joint on a 24” transmission main near the water treatment plant. As is our history, the vast majority, (88%) of our water main breaks for the month occurred on water mains smaller than 8” in diameter.

WATER MAIN BREAKS BY MONTH



WATER MAIN BREAKS BY MONTH (Calendar Year (CY))

	CY 2011	CY 2010	CY 2009	CY 2008	CY 2007
Jan	17	10	13	13	8
Feb	16	9	12	9	13
March		1	0	2	0
April		5	1	1	2
May		2	2	3	2
June		4	0	2	1
July		2	4	2	2
Aug		11	9	4	9
Sept		1	14	4	2
Oct		6	7	7	8
Nov		7	15	15	13
Dec		21	25	13	23
CY thru Feb	33	19	25	15	21
CY TOT	33	79	102	75	83

Staff made six valve repairs during the month of February.

During February, staff replaced/repared 13 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.

Staff installed another 60 Radio Frequency (RF) meters during the month. 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 3-5 years.

(Relates to: Strategic Plan Goal #1 – Financially Sound City Providing Quality Basic Services, Objective #4- City services delivered in the most cost effective, efficient manner.)

Radio Frequency (RF) Meter Installations

	FYE 2011 installs	Overall Total for FY 2010/11 installs	Overall Total for RF meters in system	Total # of meters in system	RF as % of total meters	FYE 2010 installs
May	346	346	6,242	29,816	20.9	N/A
June	579	925	6,821	29,852	22.9	N/A
July	662	1,587	7,483	29,885	25.0	N/A
Aug	627	2,214	8,110	29,894	27.1	N/A
Sept	475	2,689	8,585	29,915	28.7	191
Oct	493	3,182	9,078	29,930	30.3	131
Nov	335	3,517	9,413	29,965	31.4	96
Dec	83	3,600	9,496	29,989	31.7	131
Jan	51	3,651	9,545	29,997	31.8	136
Feb	60	3,711	9,607	30,007	32	247
Mar						346
Apr						112
TOTAL	3,711					1,390

FINANCIAL

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

	Budgeted revenue	Actual revenue	Difference - budget versus actual revenue	Budgeted expenses	Actual expenses	Difference - budget versus actual expenses
May	\$1,200,304	\$1,033,951	\$(166,353)	\$1,139,363	\$825,568	\$313,795
Jun	\$1,342,627	\$1,311,941	\$(30,686)	\$1,139,363	\$1,112,170	\$27,193
July	\$1,632,313	\$1,261,148	\$(371,165)	\$1,139,363	\$1,587,628	\$(448,265)
Aug	\$1,337,347	\$1,510,743	\$173,396	\$1,139,363	\$896,988	\$242,375
Sep	\$1,336,587	\$1,472,623	\$136,036	\$1,139,363	\$947,464	\$191,899
Oct	\$1,336,587	\$1,489,984	\$153,397	\$1,139,363	\$795,516	\$343,848
Nov	\$1,190,764	\$1,501,293	\$310,259	\$1,139,363	\$1,429,639	\$(290,276)
Dec	\$1,190,764	\$1,178,390	\$(12,374)	\$1,139,363	\$837,099	\$302,264
Jan	\$902,018	\$1,310,679	\$408,661	\$1,139,363	\$1,431,238	\$(291,874)
Feb	\$1,194,144	\$1,016,037	\$(178,107)	\$1,139,363	\$693,241	\$446,123
Mar						
Apr						
FY	\$12,663,455	\$13,082,428	\$418,973	\$11,393,633	\$10,556,550	\$837,082

At this time, the Water Department is over the budgeted revenue for the year and below budgeted expenses. Thus, the overall position is positive in actual net income by \$2,525,878 at the end of February.

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

Shut-offs by Billing Cycle and Date

Billing cycle	2/22	2/22	2/17	2/10	1/26	1/19	1/11	1/6
1				67				75
2			40				45	
3		29				34		
4	37				24			

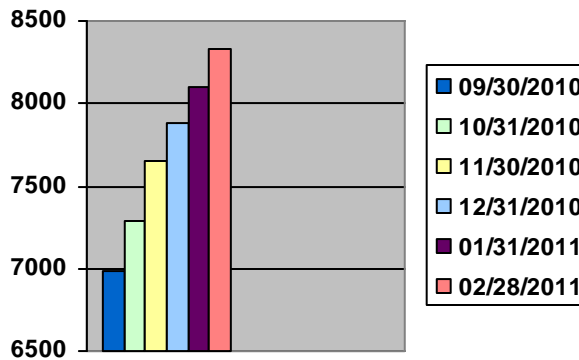
MISCELLANEOUS

Staff changed out one 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 the large meter testing and maintenance program.

The replacement and off-site reactivation of our Granular Activated Carbon (GAC) is underway at the Water Treatment Plant. The last batch of GAC has been removed from the new plant filters and will be replaced in 3-4 weeks. The filters in the old plant will be completed in the early spring.

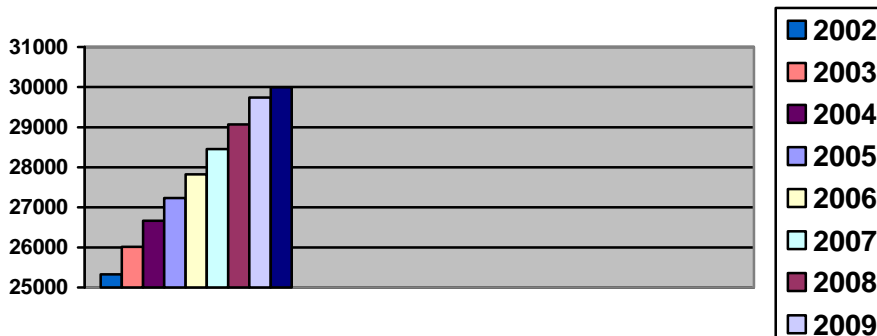
The on-line bill payment option continues to attract new enrollees. As of the end of February, we have 8,322 customers signed up for this service. We added 233 customers for the month. We will continue to track the number of participants monthly and express the number of customers with this service as a number and % of total customers. 8,322 customers are about 27.8% 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.)**

On-line customers



We continue to see overall customer growth continue in 2011 although it has slowed tremendously as compared to years in the recent past. For the month of February, we had a small gain of 10 customers bringing us to 30,007 customers.

Customer growth per year



PERSONNEL

We made excellent steps towards returning to more normal staffing levels by hiring a Support Staff IV employee and a seasonal employee in the Office. We welcome both of our new employees:

- Diana Martinez joins the Water Department in a Support Staff IV position in the Collections area at City Hall.
- Denise joins the Water Department as seasonal employee at Division Street

Compliments to City Staff

February 2011

Parks, Recreation, and Cultural Arts

Misters Aalberts and Kennedy-

While I was a student at UIUC, I worked at the Krannert Center and wow, I have to say your community's art center truly rivals what we had.

I am writing in regards to the John Hiatt and Lyle Lovett concert. My boyfriend and I currently live in Chicago and road-tripped it down to attend Feb. 10's concert. As a huge John Hiatt fan, it was his Christmas gift.

We want to say how utterly blown away we were by not only their stellar performances, but by BCPA's amazing sound system. Each and every word and strum was crystal clear, thus turning your entire sold-out crowd speechlessly attentive. It was a wonderful evening. Please pass along my kudos to our sound, lighting, and front of house staff. They truly made a fantastic night even better.

If you ever record concerts, we'd love to purchase a recording of their performance (for private use only, of course). If not, we completely understand.

It was our first time visiting BCPA, but based on what we saw and heard on 2/10, we're bound to come down again soon.

Thanks again,
William Panek

Public Works

Bob from Don Owen's called to say he witnesses an accident at the above location. He said a packer and a dump truck immediately blocked traffic to protect the lady involved in the accident. He said they went "way above and beyond" that he thought they did a "wonderful" job. He could not say enough good things about these guys and their conduct at this scene.

I was telling George and he said that the guys were Greg Durflinger and Shawn Moore. Just wanted to pass this along to you all.

From Mike Kimmerling, Fire Chief: "I would like to personally thank each of your respective staff for the outstanding job they did during this winter storm. I want to also thank them for the service they provided to our Department and Staff. We could not have accomplished our mission without their assistance. BPD Officers responding in tandem with our personnel to assist on calls for service by providing traffic control and victim locations, Dispatchers handling calls for service from the public and coordinating responses from our personnel for snow plows or BPD-always with relaxed voices, Parks personnel assisting with maintaining the pavilion warming shelter, clearing Miller Park and providing support for the Red Cross with both Park Police and with Park Staff. We were able to keep our personnel safe, provide EMS And Fire response to the community and keep all vehicle in service only through a cooperative effort involving each of your respective staff and for that I am grateful. Please pass this along to your organization on my behalf. Thank you again."

Police

Sergeant Henry Craft was complimented on his assistance in helping the Office of the Prosecuting Attorney in Pierce County in Tacoma, Washington obtain information on a suspect.



**Director of Installations and Mission Support
HEADQUARTERS AIR MOBILITY COMMAND
Scott Air Force Base, Illinois**

17 February 2011

Chief Mike Kimmerling
Bloomington Fire Department
310 North Lee Street
Bloomington, Illinois 61701

Dear Chief Kimmerling

I want to thank you and the Bloomington Fire Department for the significant contributions to the funeral services for Mr. Richard Grammer, Command Fire Chief of the United States Air Force Air Mobility Command. Your support in providing fire vehicles to lead the procession and positioning firefighters to pay respects truly honored Mr. Grammer and his family. Also, your efforts to find a bagpiper ensured that one of Mr. Grammer's last wishes was fulfilled.

Our Air Force firefighting community appreciates the efforts of the Bloomington Fire Department to recognize a fellow firefighter.

Sincerely

HERESA C. CARTER
Brigadier General, USAF