



CITY OF  
BLOOMINGTON  
COUNCIL MEETING  
JUNE 24, 2019



COMPONENTS OF THE COUNCIL AGENDA

RECOGNITION AND PROCLAMATION

This portion of the meeting recognizes individuals, groups, or institutions publically, as well as those receiving a proclamation, or declaring a day or event.

PUBLIC COMMENT

Each regular City Council meeting shall have a public comment period not to exceed 30 minutes. Every speaker is entitled to speak for up to 3 minutes. To be considered for public comment, please complete a public comment card at least 5 minutes prior to the start of the meeting. The Mayor will randomly draw from the cards submitted. Public comment is a time to give comment. It is not a question and answer period and the City Council does not respond to public comments. Speakers who engage in threatening or disorderly behavior will have their time ceased.

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 typically begins with Item No. 8.

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

PUBLIC HEARING

Items that require receiving public testimony will be placed on the agenda and noticed as a Public Hearing. Individuals have an opportunity to provide public testimony on those items that impact the community and/or residence.

REGULAR AGENDA

All items that provide the Council an opportunity to receive a presentation, ask questions of City Staff, seek additional information, or deliberate prior to making a decision will be placed on the Regular Agenda.

MAYOR AND COUNCIL MEMBERS

Mayor, At-Large - Tari Renner

City Council Members

- Ward 1 - Jamie Mathy
- Ward 2 - Donna Boelen
- Ward 3 - Mboka Mwilambwe
- Ward 4 - Julie Emig
- Ward 5 - Joni Painter
- Ward 6 - Jenn Carrillo
- Ward 7 - Scott Black
- Ward 8 - Jeff Crabill
- Ward 9 - Kim Bray

City Manager - Tim Gleason

Deputy City Manager - Billy Tyus

CITY LOGO DESIGN RATIONALE

The **CHEVRON** Represents:  
Service, Rank, and Authority  
Growth and Diversity  
A Friendly and Safe Community  
A Positive, Upward Movement and  
Commitment to Excellence!

MISSION, VISION, AND  
VALUE STATEMENT

**MISSION**

To Lead, Serve and Uplift the  
City of Bloomington

**VISION**

A Jewel of the Midwest Cities

**VALUES**

Service-Centered,  
Results-Driven,  
Inclusive

STRATEGIC PLAN GOALS

- ❖ Financially Sound City Providing Quality Basic Services
- ❖ Upgrade City Infrastructure and Facilities Grow the Local Economy
- ❖ Strong Neighborhoods
- ❖ Great Place - Livable, Sustainable City
- ❖ Prosperous Downtown Bloomington

# AGENDA



CITY COUNCIL MEETING AGENDA  
CITY HALL COUNCIL CHAMBERS  
109 EAST OLIVE STREET, BLOOMINGTON, IL 61701  
MONDAY, JUNE 24, 2019, 6:00 PM

1. Call to order
2. Pledge of Allegiance to the Flag
3. Remain Standing for a Moment of Silent Prayer
4. Roll Call
5. Recognition/Appointments
6. Public Comment
7. Consent Agenda
  - A. Consideration and action to approve the Minutes of the June 10, 2019 Regular City Council Meeting, as requested by the City Clerk Department. *(Recommended Motion: The proposed Minutes be approved.)*
  - B. Consideration and action to approve Bills, Payroll, Electronic Transfers, and Procurement Card Purchases in the amount of \$10,257,480.05, as requested by the Finance Department. *(Recommended Motion: The proposed Bills, Payroll, Electronic Transfers, and Procurement Card Purchases be approved.)*
  - C. Consideration and action of Bid #2020-03 for \$258,810.00 from Henson Robinson Company for replacement of the Bloomington Police Department roof, as requested by the Facilities Management Department. *(Recommended Motion: The proposed Bid be accepted.)*
  - D. Consideration and action to approve a Compliance Commitment Agreement (CCA) to close Violation Notice W-2019-50008 from the Illinois Environmental Protection Agency (IEPA), for a Sanitary Sewer Overflow (SSO), as requested by the Public Works Department. *(Recommended Motion: The proposed Agreement be approved.)*
  - E. Consideration and action to approve the Annual Regional Service Agreement with the McLean County Regional Planning Commission (MCRPC) for Regional Planning Services in the amount of \$54,000.00 for the fiscal year July 1, 2019 through June 30, 2020, as requested by the Community Development Department. *(Recommended Motion: The proposed Agreement be approved.)*
  - F. Consideration and action to approve a Professional Services Agreement with Clark Dietz, Inc., and the corresponding Motor Fuel Tax (MFT) Resolution for Improvement Under the Illinois Highway Code to allocate State MFT funds, for construction assistance related to the intersection improvements at GE Road and Keaton Place/Auto Row Drive, in the amount of \$49,969.99, as requested

- by the Public Works Department. *(Recommended Motion: The proposed Agreement and Resolution be approved.)*
- G. Consideration and action on a Resolution Approving Acceptance of the Illinois Historic Preservation Grants in Aid Certified Local Government (CLG) Grant in the Amount of up to \$30,000.00 to Carry Out an Update to Bloomington's Historic Preservation Plan 2004, as requested by the Community Development Department. *(Recommended Motion: The proposed Resolution be approved.)*
  - H. Consideration and action on an Ordinance Suspending Section 701 of Chapter 31 and Section 26(d) of Chapter 6 of the City Code Prohibiting Alcohol on Public Property as Pertains to the Davis Lodge at Lake Bloomington on June 29, 2019, to allow moderate consumption of alcohol, as requested by the City Clerk Department. *(Recommended Motion: The proposed Ordinance be approved.)*
  - I. Consideration and action on an Ordinance removing one vacant, at-large Transportation Commission position, as requested by the Public Works Department. *(Recommended Motion: The proposed Ordinance be approved.)*
  - J. Consideration and action to approve a Lake Bloomington Lease Transfer of Lot 16, Block 3, in Camp Kickapoo, from Mark and Karen Oostman to the petitioner, Michael J. Sturtewagen Trust and the Marie E. Keeley Trust, as requested by the Public Works Department. *(Recommended Motion: The proposed Lease Transfer be approved.)*
  - K. Consideration and action to approve a Lake Bloomington Lease Transfer of Lot 8, Block 3, in Camp Kickapoo, from Michael J. Sturtewagen and Marie Keeley to the petitioner, Jeffrey Drake, as requested by the Public Works Department. *(Recommended Motion: The proposed Lease Transfer be approved.)*
  - L. Consideration and action to approve a Lake Bloomington Lease Transfer of Lot 20, Block 3, in Camp Kickapoo, from Frederick and Lois Mills to Carol Shepard, together with a Supplemental Lease Agreement to Lake Bloomington Lot Lease, as requested by the Public Works Department. *(Recommended Motion: The proposed Lease Transfer and Supplemental Lease Agreement to Lake Bloomington Lot Lease be approved.)*

## 8. Regular Agenda

- A. Consideration and action on an Ordinance Approving the Memorandum of Understanding II Between the City of Bloomington and Illinois Wesleyan University to Support the Marketing and Redevelopment of the Properties in the 800 Block of North Main Street (Former Mennonite Hospital Redevelopment Project Area), as requested by the Economic Development Department. *(Recommended Motion: The proposed Ordinance be approved.) (Presentation by Tim Gleason, City Manager, 5 minutes; and City Council discussion, 10 minutes.)*
- B. Consideration and action on an Ordinance Approving and Authorizing the Execution of an Exclusive Right to Sell Listing Agreement Between the City of Bloomington, Illinois Wesleyan University, and Coldwell Banker Commercial Devonshire Realty (Former Mennonite Hospital Site - 800 North Main Street), as requested by the Economic Development Department. *(Recommended Motion:*

*The proposed Ordinance be approved.) (Presentation by Tim Gleason, City Manager, 5 minutes; and City Council discussion, 10 minutes.)*

- C. Consideration and action on a Resolution in Relation to the Connect Transit Working Group, as requested by the Administration Department. *(Recommended Motion: The proposed Resolution be approved.) (Presentation by Tim Gleason, City Manager, 5 minutes; and City Council discussion, 10 minutes.)*
- D. Report of a Classified (Non-Union) IMRF Retirement, as requested by the Human Resources Department. *(Recommended Motion: Informational only, as required pursuant to the Local Government Wage Increase Transparency Act, 50 ILCS 155/1.) (Introduction by Tim Gleason, City Manager; Presentation by Josh Hansen, Compensation & Benefits Manager, 5 minutes; and City Council discussion, 5 minutes.)*

9. **City Manager's Discussion**

- A. Finance Director's Report

10. **Mayor's Discussion**

11. **Council Member's Discussion**

12. **Executive Session - *Cite Section***

- A. Claims Settlement - Section 2(c)(12) of 5 ILCS 120 (10 minutes)

13. **Adjournment**

14. **Notes**

# CONSENT AGENDA



CONSENT AGENDA ITEM NO: 7A

**FOR COUNCIL:** June 24, 2019

**SPONSORING DEPARTMENT:** City Clerk

**SUBJECT:** Consideration and action to approve the Minutes of the June 10, 2019 Regular City Council Meeting, as requested by the City Clerk Department.

**RECOMMENDED MOTION:** The proposed Minutes be approved.

**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 thirty (30) days after the meeting or at the second subsequent regular meeting whichever is later.

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

**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: Leslie Yocum, City Clerk

Recommended by:

A handwritten signature in black ink, appearing to read "Tim Gleason".

Tim Gleason,  
City Manager

**Attachments:**

- CLK 1A Minutes June 10, 2019 Regular City Council Meeting





CONSENT AGENDA ITEM: 7B

FOR COUNCIL: June 24, 2019

SPONSORING DEPARTMENT: Finance

SUBJECT: Consideration and action to approve Bills, Payroll, Electronic Transfers, and Procurement Card Purchases in the amount of \$10,257,480.05, as requested by the Finance Department.

RECOMMENDED MOTION: The proposed Bills, Payroll, Electronic Transfers, and Procurement Card Purchases be approved.

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: Bills, Payroll, Electronic Transfers, and Procurement Card Purchases on file in the City Clerk's Department, available at [www.cityblm.org](http://www.cityblm.org).

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: Total disbursements to be approved \$10,257,480.05 (Payroll total \$2,527,776.72, Accounts Payable total \$4,296,014.84, Electronic Transfers total \$3,270,025.13, and Procurement Card Purchases total \$163,663.36).

COMMUNITY DEVELOPMENT IMPACT: N/A

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

Respectfully submitted for Council consideration.

Prepared By: Frances Watts, Accounts Payable

Reviewed By: Scott Rathbun, Finance Director

Recommended By:

A handwritten signature in black ink, appearing to read "Tim Gleason".

Tim Gleason  
City Manager

**Attachment:**

- FIN 1A - Summary Sheet Bills, Payroll, Electronic Transfers, and Procurement Card Purchases Bills & Payroll 062419

CITY OF BLOOMINGTON FINANCE REPORT					
<b>PAYROLL</b>					
<b>Date</b>	<b>Gross Pay</b>	<b>Employer Contribution</b>	<b>Totals</b>		
6/7/2019	\$ 2,026,152.23	\$ 500,781.80	\$ 2,526,934.03		
6/7/2019-6/15/2019	\$ 708.52	\$ 134.17	\$ 842.69		
Off Cycle Adjustments					
<b>PAYROLL GRAND TOTAL</b>			<b>\$ 2,527,776.72</b>		
<b>ACCOUNTS PAYABLE (WIRES)</b>			<b>PCARDS</b>		
<b>Date</b>	<b>Bank</b>	<b>Total</b>	<b>Date Range</b>	<b>Total</b>	
6/24/2019	AP General	\$ 4,010,103.67			
	AP JM Scott		5/1/2019-5/31/2019	\$ 163,663.36	
6/24/2019	AP Comm Devel	\$ 18,695.56	<b>PCARD GRAND TOTAL</b>		
6/24/2019	AP IHDA	\$ 32,200.00	<b>\$ 163,663.36</b>		
6/24/2019	AP Library	\$ 139,954.53			
6/24/2019	AP MFT	\$ 12,992.73			
6/6/2019-6/17/2019	Out of Cycle	\$ 82,068.35			
12/20/2018-6/4/2019	AP Bank Transfers	\$ 3,270,025.13			
<b>AP GRAND TOTAL</b>		<b>\$ 7,566,039.97</b>			
<b>TOTAL</b>				<b>\$ 10,257,480.05</b>	
			<b>Respectfully,</b>		
			<b>F. Scott Rathbun</b>		
			<b>Finance Director</b>		



CONSENT AGENDA ITEM NO. 7C

FOR COUNCIL: June 24, 2019

SPONSORING DEPARTMENT: Facilities Management

SUBJECT: Consideration and action of Bid #2020-03 for \$258,810.00 from Henson Robinson Company for replacement of the Bloomington Police Department roof, as requested by the Facilities Management Department.

RECOMMENDED MOTION: The proposed Bid be accepted.

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

STRATEGIC PLAN SIGNIFICANCE: Objective 2d. Well-designed, well maintained City facilities emphasizing productivity and customer service.

BACKGROUND: The roof on the Police Department is original and approximately 20 years old, which is the typical lifespan of a membrane roof installed at that time. Multiples leaks have developed and been repaired over the past few years and complete replacement is now warranted. Membrane roof materials have improved significantly over the past 10 years and the new roofing membrane will have a 30-year warranty. Four bids were received for replacement of the roof. The bid opening record is attached and an evaluation of the submitted bids follows.

COMPANY	LOCATION	TOTAL BID	Local Preference Reduction (Evaluation Only)	Reduced Bid (Evaluation Only)
Henson Robinson Co.	Springfield, IL	\$258,810.00	N/A	\$258,810.00
Western Waterproofing	Peoria, IL	\$273,875.00	N/A	\$273,875.00
Union Roofing Co.	Chenoa, IL	\$363,000.00	\$10,890.00	\$352,110.00
Roofing Associates	Springfield, IL	\$424,125.00	N/A	\$424,125.00

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: This bid was advertised in The Pantagraph on May 28, 2019.

FINANCIAL IMPACT: Funds totaling \$400,000 are included in the FY 2020 Budget under the Capital Improvement Fund-Buildings account (40100100-72520). This is included in the Adopted Budget but not the Proposed Budget, as at the time, Staff was still hoping to encumber the funds and award the project in FY 2019. This did not occur, so the project was rolled forward to the FY 2020 Adopted Budget.

**COMMUNITY DEVELOPMENT IMPACT:** N/A

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

Respectfully submitted for Council consideration.

Prepared By: Russel Waller, P.E., Facilities Manager

Reviewed By: Gregory A. Scott, Assistant Chief

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

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

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:**

- FAC 1B Bid Opening Record BPD Roof
- FAC 1C Contract BPD Roof



CONSENT AGENDA ITEM NO. 7D

**FOR COUNCIL:** June 24, 2019

**SPONSORING DEPARTMENT:** Public Works

**SUBJECT:** Consideration and action to approve a Compliance Commitment Agreement (CCA) to close Violation Notice W-2019-50008 from the Illinois Environmental Protection Agency (IEPA), for a Sanitary Sewer Overflow (SSO), as requested by the Public Works Department.

**RECOMMENDED MOTION:** The proposed Agreement be approved.

**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 Public Works Department is recommending approval of a CCA with the IEPA to close Violation Notice W-2019-50008 issued to the City on March 28, 2019, for SSO, which the City self-reported to IEPA on January 28, 2019.

During a meeting with the IEPA on May 20, 2019, the IEPA offered a CCA, which documents the actions already taken by the City to abate the SSO. This agreement does not obligate the City to any future action or cost.

On Thursday, January 24, 2019, the City became aware of what was thought to be ground seepage flowing from the railroad embankment north of Six Points Road. At 8:00 a.m. on Monday, January 28, 2019, after gaining approval from the Union Pacific Railroad (UPRR) for access to railroad property, sewer crews determined that the discharge was SSO out of a buried manhole due to blockage in the sewer main, and the discharge flowed down the railroad embankment into a branch of Sugar Creek. By 9:30 a.m., that same day, crews were able to open the blockage and restore flow ending the SSO.

The principle cause of the blockage was later determined to be concrete debris in the sewer main from a broken manhole downstream of the SSO location. The City has repaired the broken manhole and removed all the concrete debris. The City has televised the entire length of pipe located on railroad property within the utility easement and determined it to be in good overall condition. The City is unable to definitively determine what party caused the damage and is unable to seek reimbursement for the repairs. Railroad staff provided expedited access and waived permit fees to allow repairs to be performed.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** Illinois Environmental Protection Agency, Union Pacific Railroad.

**FINANCIAL IMPACT:** N/A

**COMMUNITY DEVELOPMENT IMPACT:** Goal UEW-1. Provide quality public infrastructure within the City to protect public health, safety and the environment, Objective UEW-1.1. Maintain the existing City operated infrastructure in good condition by prioritizing maintenance over building new and implementing fees to cover costs.

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

Respectfully submitted for Council consideration.

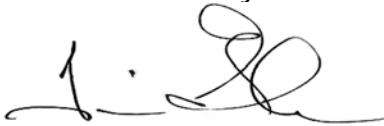
Prepared By: Greg Kallevig, P.E., CFM, Civil Engineer II  
Michael Hill, Management Analyst

Reviewed By: Robert Yehl, P.E., Asst. Director of Public Works

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

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- PW 5B CCA Agreement IEPA SSO CCA
- PW 5C SSO Report IEPA SSO CCA
- PW 5D Violation Notice IEPA SSO CCA
- PW 5E CCA Proposal IEPA SSO CCA



CONSENT AGENDA ITEM NO. 7E

FOR COUNCIL: June 24, 2019

SPONSORING DEPARTMENT: Community Development

SUBJECT: Consideration and action to approve the Annual Regional Service Agreement with the McLean County Regional Planning Commission (MCRPC) for Regional Planning Services in the amount of \$54,000.00 for the fiscal year July 1, 2019 through June 30, 2020, as requested by the Community Development Department.

RECOMMENDED MOTION: The proposed Agreement be approved.

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

STRATEGIC PLAN SIGNIFICANCE: Objective 1e. Partnering with others for the most cost-effective service delivery.

BACKGROUND: The McLean County Regional Planning Commission (MCRPC) has provided long-range planning services to the City of Bloomington, Town of Normal, and McLean County for decades. Their function includes services such as preparation of the Long-Range Transportation Plan, compilation and publication of the community's statistical data, and technical assistance with long-range planning (see attached Unified Work Program FY2020).

Every year, the City of Bloomington and the Commission enter into a Regional Service Agreement (see attached FY2020 RSA) that outlines services the Commission intends to provide to the City over the subsequent twelve months. Additionally, the City pays the Commission a flat service fee. Unlike previous years, MCRPC requested that the City pay its fee for this year in two installments of \$27,000.00. The first installment will be due in July 2019 and the second installment in January 2020. The Service Agreement and fee are consistent across governmental jurisdictions, and the annual fees, as well as state and federal grants, provide operational funding to the Commission. For the past few years, the fee to MCRPC has remained consistent; and the proposed fee for FY2020 is \$54,000.00.

**Fiscal Year City Contributions**

FY 2017	\$54,674.00
FY 2018	\$54,181.47
FY 2019	\$54,000.00
FY 2020	\$54,000.00

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: See attached Unified Work Program FY2020.

FINANCIAL IMPACT: The FY2020 Budget appropriates \$60,000.00 in the Plan to Mclean County Regional Planning account (10015420-75025) of the Planning Division to cover an annual fee

for services rendered by MCRPC. The proposed FY2020 fee of \$54,000.00 is the same as the previous years. The fee is consistent across governmental jurisdictions and with previous contributions. Stakeholders can locate this in the FY 2020 Proposed Budget Book titled "Budget Overview & General Fund" on page 209.

**COMMUNITY DEVELOPMENT IMPACT:** The City of Bloomington's Comprehensive Plan lists the McLean County Regional Planning Commission as a partner agency many times throughout the document. The McLean County Regional Planning Commission also drafted the Bloomington Comprehensive Plan.

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

Respectfully submitted for Council consideration.

Prepared By:	Katie Simpson, City Planner
Reviewed By:	Bob Mahrt, Community Development Director
Finance & Budgetary Review By:	Chris Tomerlin, Budget Manager Scott Rathbun, Finance Director
Community Dev. Review By:	Bob Mahrt, Community Development Director
Legal Review By:	Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- CD 1B MCRPC Regional Service Agreement
- CD 1C FY2020 Unified Work Program





CONSENT AGENDA ITEM NO. 7F

FOR COUNCIL: June 24, 2019

SPONSORING DEPARTMENT: Public Works

SUBJECT: Consideration and action to approve a Professional Services Agreement with Clark Dietz, Inc., and the corresponding Motor Fuel Tax (MFT) Resolution for Improvement Under the Illinois Highway Code to allocate State MFT funds, for construction assistance related to the intersection improvements at GE Road and Keaton Place/Auto Row Drive, in the amount of \$49,969.99, as requested by the Public Works Department.

RECOMMENDED MOTION: The proposed Agreement and Resolution be approved.

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

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

BACKGROUND: Public Works is recommending the approval of a Professional Services Agreement with Clark Dietz, Inc., and a corresponding MFT Resolution authorizing MFT funds, for construction assistance for intersection improvements at GE Road and Keaton Place/Auto Row Drive. Clark Dietz will assist in coordinating utility relocations, bidding the project, paperwork documenting construction, and general construction inspection.

Staff previously selected Clark Dietz, Inc., to perform design administration services on this project through the previous Multi-year A&E selection process. This allowed staff to dedicate time to other projects while completing this project through a Professional Services Agreement. Staff again selected Clark Dietz to provide construction assistance based on the City's updated Multi-year A&E selection through Resolution 2019-34 as the most qualified to perform the work. Clark Dietz, Inc. has prior experience working on this project and their staff will be able to continue their work.

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 GE & Keaton Intersection Improvement

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.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: Funds for this project are budgeted at \$1,300,000 and included in the FY 2020 Budget. If approved a budget transfer in the amount of \$29,969.99 will be processed to move these funds from the Motor Fuel tax-Street Construction account (20300300-72530) to the Motor Fuel Tax-Architectural & Engineering for Capital account (20300300-70051). The total of \$49,969.99 will be paid from the latter. Stakeholders can locate this in the FY 2020 Proposed Budget Book titled "Other Funds & Capital Improvements" on pages 8, 165, 170, 171, and 172.

COMMUNITY DEVELOPMENT IMPACT: Goal TAQ-1. A safe and efficient network of streets, bicycle-pedestrian facilities and other infrastructure to serve users in any surface transportation mode, Objective 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.

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

Respectfully submitted for Council consideration.

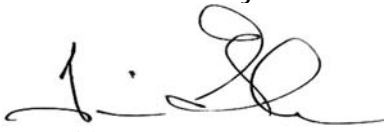
Prepared By: Luke Thoele, P.E. Assistant City Engineer  
Michael Hill, Management Analyst

Reviewed By: Robert Yehl, P.E., Asst. Director of Public Works

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

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:

A handwritten signature in black ink, appearing to read 'T. Gleason', with a stylized flourish at the end.

Tim Gleason  
City Manager

**Attachments:**

- PW 1B Agreement Construction Services GE Keaton
- PW 1C Resolution Construction Services GE Keaton



CONSENT AGENDA ITEM NO. 7G

FOR COUNCIL: June 24, 2019

SPONSORING DEPARTMENT: Community Development

SUBJECT: Consideration and action on a Resolution Approving Acceptance of the Illinois Historic Preservation Grants in Aid Certified Local Government (CLG) Grant in the Amount of up to \$30,000.00 to carry out an Update to Bloomington's Historic Preservation Plan 2004, as requested by the Community Development Department.

RECOMMENDED MOTION: The proposed Resolution be approved.

STRATEGIC PLAN LINK: Goals 1. Financially Sound City Providing Quality Basic Services; 4. Strong Neighborhoods; 5. Great Place—Livable, Sustainable City; and 6. Prosperous Downtown Bloomington.

STRATEGIC PLAN SIGNIFICANCE: Objectives 1d. City services delivered in the most cost-effective, efficient manner; 4c. Preservation of property/home valuations; 5a. Well-planned City with necessary services and infrastructure; 5b. City decisions consistent with plans and policies; 5c. Incorporation of "Green Sustainable" concepts into City's development and plans; 5e. More attractive city: commercial areas and neighborhoods; and 6e. Preservation of historic buildings.

BACKGROUND: On April 15, 2019 the City's Planning Division submitted an application for a Certified Local Government (CLG) Grant, for up to \$30,000.00, to the Illinois Historic Preservation Agency (IHPA) for a comprehensive update to the Preservation Plan. On June 7, 2019, the City received notice that the Illinois Historic Preservation Agency awarded Bloomington up to \$30,000.00 to cover the costs of hiring a consulting firm to assist with the project. After City Council approves the grant agreement, staff will draft an RFP to acquire a consulting firm that meets IHPA qualifications for this project. The Planning Division expects that the project will take about a year to complete and will include multiple opportunities for community engagement and feedback.

The City's Preservation Plan contains information about Bloomington's historic districts. It boasts the importance of preservation, provides a list of federal, state, and local resources for stakeholders, and recommends strategies for improving the local preservation program. The Plan contains information and references to the following local surveys:

- *An Inventory of Architecture before World War II* (1974) prepared by the Illinois Historic Structures Survey.
- *An Inventory of Historic Landmarks* (1974) prepared by the Illinois Historic Landmarks Survey.
- Franklin Square Historic District (1979)—National Register District and Local District.
- Davis-Jefferson St. Historic District (1984)—Local District.

- Downtown Bloomington Historic District (1985)—National Register District.
- White Place Historic District (1988)—National Register District with some Local District designated sites.
- North Roosevelt Ave. Neighborhood (unknown)—some Local District sites.
- Dimmitt’s Grove Neighborhood Survey (1990).

Although last revised by the Commission in 2004, portions of the plan are now dated or completely obsolete. In reality, it functions as a central location for all documentation related to Bloomington’s preservation program, rather than as a guide for stewarding historic and cultural resources. Since the 2004 update to the Historic Preservation Plan, Bloomington drafted and adopted a number of other plans and studies. The Preservation Plan recommended that Bloomington incorporate historic preservation into its other plans. Consequentially, the following documents incorporate preservation related content; however, the Preservation Plan has not been updated to include their recommendations (listed chronologically):

- *Main Street: A Call for Reinvestment* (prepared 2007). References Bloomington’s Historic Central Business District and transportation methods used prior to the prevalence of vehicles.
- *West Bloomington Neighborhood Revitalization Plan* (adopted by City Council in 2008). References the prevalence of historic structures on the west side of Bloomington and contains recommendations for Historic Preservation as a tool for revitalizing neighborhoods.
- *Regional Greenways Plan* (prepared 2009). Promotes connecting the links between greenways and historic or cultural resources in the region.
- *Downtown Bloomington Strategy* (adopted by City Council in 2013). Recognizes the Historic Preservation Commission, the local S-4 Historic Zoning Overlay district, and local grants as resources for preserving historic assets. Provides recommendations to use Historic Preservation to restore Bloomington’s Historic Downtown and Warehouse District. Encourages continued participation in the Main Street America Program and promotion of Route 66.
- *City of Bloomington Comprehensive Plan 2035* (adopted by City Council in 2015). Identifies Preservation as a priority for Bloomington and incorporates historic preservation into a number of goals and objectives pertaining to housing, neighborhoods, arts and culture, and economic development. Recognizes shortcomings in the existing Preservation Plan and encourages revisions every five years.
- *Brick Street Master Plan* (adopted by City Council in 2017). Prioritizes preservation of Bloomington’s last three miles of Brick Streets. Encourages the identification and preservation of other historic right-of-way features like carriage walks, sandstone and limestone curbs, and historic lighting.
- *Dimmitt’s Grove Neighborhood Plan* (prepared 2016, acknowledged by the Planning Commission 2019). Identifies neighborhood concerns related to the effectiveness and functionality of the existing preservation program. Highlights preservation as a neighborhood priority for the Dimmitt’s Grove neighborhood and encourages preservation of existing homes and neighborhood character.
- *Survey of Commercial and Industrial Historic Resources* (2018). A survey of approximately 100 commercial resources. The survey was funded by a Certified Local Government grant in 2017.

- *Regional Housing Study* (prepared 2018). Encourages preservation of existing affordable housing stock, historic homes, and community character. Recognizes the historic preservation program as a potential community asset.

The National Park's Service and Secretary of the Interior recommend that preservation planning not only include public participation, but also establish historic contexts for the community and develop goals for each context, something absent in Bloomington's plan. Bloomington is requesting grant funding to engage the public, to assess the effectiveness of its preservation policies and program, to establish historic contexts for the City, to align the Preservation Plan with other planning documents, and to create a document that successfully guides Bloomington's preservation efforts for the next decade.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** At the December 12, 2018 public hearing for the comprehensive revision to the zoning ordinance, representatives from the public spoke about the need to revise the Preservation Ordinance, a process requiring extensive outreach and assessment. Due to the outdated nature of the current plan, Planning Staff intend to update the Preservation Plan. The process will include outreach and public engagement opportunities (see attached agreement). The final document will include recommendations for revisions to the Preservation ordinances. Following adoption of the Plan, the City will revisit its preservation ordinances to align with the goals of the Preservation Plan.

**FINANCIAL IMPACT:** Receipt of the IHPA CGL Matching Grant will offset up to \$30,000 (60% of project) in General Fund dollars budgeted in FY 2020 to hire a consultant to complete an update to the 2004 Historic Preservation Plan. Community Development will meet the \$20,000 matching requirement by contributing monetarily to the costs of the consultant (24% cost-share), tracking Community Development staff time (13% in-kind), and Preservation Commissioners' time spent on the project (3% in-kind). Funding for the project will be sourced from the Planning Division-Other Purchased Services account (10015420-70690). Stakeholders can locate this in the FY 2020 Proposed Budget Book titled "Budget Overview & General Fund" on page 209.

**COMMUNITY DEVELOPMENT IMPACT:** Goal N-1. Ensure the compact development of the City through denser, mixed-use developments and reinvestment in the established older neighborhoods, Objective N-1.3. Redevelop the neighborhoods in the Preservation area while carefully protecting their historic nature and character, Action N-1.3a Keep the City's historic preservation plan current through schedule of regular updates and ensure consistency between it and various elements of this comprehensive plan. City may need to hire a dedicated staff person to oversee this process. Goal H-2. Ensure reinvestment in the established older neighborhoods and compact development of the City, Objective H-2.2 Preserve historic homes and structures in the designated Preservation Area; Activity H-2.2a Update the City's historic preservation plan on a regular basis, preferably every five years.

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

Respectfully submitted for Council consideration.

Prepared By: Katie Simpson, City Planner

Reviewed By: Bob Mahrt, Community Development Director

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

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

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

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:**

- CD 2B Resolution 2019-26 CLG Matching Grant
- CD 2C Grant Agreement State of IL DNR and City
- CD 2D Historic Preservation Grant Award Letter



CONSENT AGENDA ITEM NO. 7H

FOR COUNCIL: June 24, 2019

SPONSORING DEPARTMENT: City Clerk

SUBJECT: Consideration and action on an Ordinance Suspending Section 701 of Chapter 31 and Section 26(d) of Chapter 6 of the City Code Prohibiting Alcohol on Public Property as pertains to the Davis Lodge on June 29, 2019, to allow moderate consumption of alcohol, as requested by the City Clerk Department.

RECOMMENDED MOTION: The proposed Ordinance be approved.

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

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

BACKGROUND: Robert Avery has requested that the City allow moderate consumption of beer and wine at his June 29, 2019, wedding at the David Lodge. City staff confirmed the event information with Mr. Avery. Approximately 65 guests are anticipated to attend the event that Nelson's Catering, Inc. will cater. Nelson's Catering, Inc. has a valid Class W Catering License with the City of Bloomington. Only beer and wine will be served and is anticipated to be served from 3:00 PM to 9:00 PM.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: The Agenda for the June 11, 2019 Liquor Commission meeting was placed on the City's website.

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: Amanda Mohan, Records & Licensing Specialist

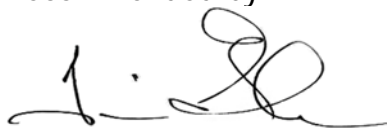
Reviewed By: Leslie Yocum, City Clerk

Finance & Budgetary Review By: Chris Tomerlin, Budget Manager

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



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:**

- CLK 1B Beer-Wine Application Avery-Hobbs Wedding Redacted
- CLK 1C Class W License Nelson's Catering LLC
- CLK 1D Ordinance 2019-48 Avery-Hobbs Wedding



CONSENT AGENDA ITEM NO. 71

FOR COUNCIL: June 24, 2019

SPONSORING DEPARTMENT: Public Works

SUBJECT: Consideration and action on an Ordinance removing one vacant, at-large Transportation Commission position, as requested by the Public Works Department.

RECOMMENDED MOTION: The proposed Ordinance be approved.

STRATEGIC PLAN LINK: Goals 1. Financially Sound City Providing Quality Basic Services; 4. Strong Neighborhoods; and 5. Great Place - Livable, Sustainable City.

STRATEGIC PLAN SIGNIFICANCE: Objectives 1c. Engaged residents that are well informed and involved in an open governance process; 4e. Strong partnership with residents and neighborhood associations; 4f. Residents increasingly sharing/taking responsibility for their homes and neighborhoods; 5a. Well-planned City with necessary services and infrastructure; and 5b. City decisions consistent with plans and policies.

BACKGROUND: Public Works is recommending the approval of an Ordinance removing one vacant, at-large Transportation Commission position in order to reduce the number of positions from eight to seven.

On November 26, 2018, Council approved the addition of a Commission member that would specifically represent people with disabilities by requiring one Commission member to either be living with a disability or working with people with disabilities. Since all seats on the Commission were full at that time, and there was not a desire to remove a sitting member, the Commission was changed to include eight members.

At this time, there are no current members or appointees under consideration for the eighth seat. In order to ensure that items considered by the Commission cannot be stalled by tie votes, and to make it slightly easier for the Commission to have quorum (requiring only four members present instead of five), the Department recommends reducing the Commission to seven members by removing one, at-large member seat that is currently vacant. This change will not remove the requirement that one member must be living with a disability or working with people with disabilities.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: N/A

COMMUNITY DEVELOPMENT IMPACT: Goal TAQ-1. A safe and efficient network of streets, bicycle-pedestrian facilities and other infrastructure to serve users in any surface transportation mode, Objective 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.

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

Respectfully submitted for Council consideration.

Prepared By: Phil Allyn, P.E., PTOE, City Traffic Engineer  
Michael Hill, Management Analyst

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

Finance & Budgetary Review By: Scott Rathbun, Finance Director

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- PW 4B Ordinance 2019-49 Transportation Commission Change



CONSENT AGENDA ITEM NO. 7J

**FOR COUNCIL:** June 24, 2019

**SPONSORING DEPARTMENT:** Public Works

**SUBJECT:** Consideration and action to approve a Lake Bloomington Lease Transfer of Lot 16, Block 3, in Camp Kickapoo, from Mark and Karen Oostman to the petitioner, Michael J. Sturtewagen Trust and the Marie E. Keeley Trust, as requested by the Public Works Department.

**RECOMMENDED MOTION:** The proposed Lease Transfer be approved.

**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 Public Works Department is recommending the approval of a Petition for the Lake Bloomington Lease Transfer of Lot 16, Block 3, in Camp Kickapoo. Lot 16 has a residence, septic system, landscaping, and dock.



A licensed septic system inspector, Rob Williamson, inspected the septic system on May 14, 2019, and found the septic system to be in good repair and within the size requirements, as approved by the McLean County Health Department. In addition, staff has investigated the property and found no deficiencies or ordinance violations for the subject property.

There is currently a boat dock on the subject lot. Pursuant to Ordinance 2018-87, passed by the City Council on October 8, 2018, boat docks are allowed on leased lots with a residence and a valid lease with the City of Bloomington. The proposed lessee will need to obtain a permit after entering into the lease in order to comply with this ordinance.

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

**FINANCIAL IMPACT:** This petition will have a neutral financial impact in that the current lease uses the current formula of \$0.40 per \$100.00 Equalized Assessed Value for determining the

Lake Lease Fee. With the currently lease rate formula of \$0.40 per \$100.00 Equalized Assessed Value this lease will generate about \$916.99 per year in lease income and \$128.28 for lot garbage pickup. This lake lease income will be posted to the Lake Maintenance-Lease Income account (5010014-57590). Stakeholders can locate this in the FY 2020 Proposed Budget Book titled "Other Funds & Capital Improvements" on page 86.

**COMMUNITY DEVELOPMENT IMPACT:** Goal UEQ-1. Provide quality public infrastructure within the City to protect public health, safety and the environment, Objective 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  
Brett Lueschen, Operations Manager  
Michael Hill, Management Analyst

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

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

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

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- PW 2B Current Lease Oostman to Sturtewagen Lake Lease Transfer
- PW 2C Property Manager Memo Oostman to Sturtewagen Lake Lease Transfer
- PW 2D Petition Oostman to Sturtewagen Lake Lease Transfer
- PW 2E MCHD Evaluation Oostman to Sturtewagen Lake Lease Transfer
- PW 2F Sturtewagen Lease Oostman to Sturtewagen Lake Lease Transfer
- PW 2G Location Map Oostman to Sturtewagen Lake Lease Transfer
- PW 2H Unrecorded Plat Map Oostman to Sturtewagen Lake Lease Transfer
- PW 2I Structure Map Oostman to Sturtewagen Lake Lease Transfer
- PW 2J Photograph Oostman to Sturtewagen Lake Lease Transfer



CONSENT AGENDA ITEM NO. 7K

**FOR COUNCIL:** June 24, 2019

**SPONSORING DEPARTMENT:** Public Works

**SUBJECT:** Consideration and action to approve a Lake Bloomington Lease Transfer of Lot 8, Block 3, in Camp Kickapoo, from Michael J. Sturtewagen and Marie Keeley to the petitioner, Jeffrey Drake, as requested by the Public Works Department.

**RECOMMENDED MOTION:** The proposed Lease Transfer be approved.

**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 Public Works Department is recommending the approval of a Petition for the Lake Bloomington Lease Transfer of Lot 8, Block 3, in Camp Kickapoo. Lot 8 has a residence, septic system, retaining wall, and dock.



A licensed septic system inspector, Rob Williamson, inspected the septic system on May 14, 2019, and found the septic system to be in good repair and within the size requirements of the McLean County Health Department. In addition, staff has investigated the property and found no deficiencies or ordinance violations for the subject property.

There is currently a boat dock on the subject lot. Pursuant to Ordinance 2018-87, passed by the City Council on October 8, 2018, boat docks are allowed on leased lots with a residence and a valid lease with the City of Bloomington. The proposed lessee will need to obtain a permit after entering into the lease in order to comply with this ordinance.

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

**FINANCIAL IMPACT:** This petition will have a neutral financial impact in that the current lease uses the current formula of \$0.40 per \$100.00 Equalized Assessed Value for determining the Lake Lease Fee. With the currently lease rate formula of \$0.40 per \$100.00 Equalized Assessed Value this lease will generate about \$565.54 per year in lease income and \$128.28 for lot garbage pickup This lake lease income will be posted to the Lake Maintenance-Lease Income

account (5010014-57590). Stakeholders can locate this in the FY 2020 Proposed Budget Book titled "Other Funds & Capital Improvements" on page 86.

**COMMUNITY DEVELOPMENT IMPACT:** Goal UEQ-1. Provide quality public infrastructure within the City to protect public health, safety and the environment, Objective 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  
Brett Lueschen, Operations Manager  
Michael Hill, Management Analyst

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

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

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

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- PW 3B Current Lease Sturtewagen to Drake Lake Lease Transfer
- PW 3C Property Manager Memo Sturtewagen to Drake Lake Lease Transfer
- PW 3D Petition Sturtewagen to Drake Lake Lease Transfer
- PW 3E MCHD Evaluation Sturtewagen to Drake Lake Lease Transfer
- PW 3F Drake Lease Sturtewagen to Drake Lake Lease Transfer
- PW 3G Location Map Sturtewagen to Drake Lake Lease Transfer
- PW 3H Unrecorded Plat Map Sturtewagen to Drake Lake Lease Transfer
- PW 3I Structure Map Sturtewagen to Drake Lake Lease Transfer
- PW 3J Photographs Sturtewagen to Drake Lake Lease Transfer



CONSENT AGENDA ITEM NO. 7L

**FOR COUNCIL:** June 24, 2019

**SPONSORING DEPARTMENT:** Public Works

**SUBJECT:** Consideration and action to approve a Lake Bloomington Lease Transfer of Lot 20, Block 3, in Camp Kickapoo, from Frederick and Lois Mills to Carol Shepard, together with a Supplemental Lease Agreement to Lake Bloomington Lot Lease, as requested by the Public Works Department.

**RECOMMENDED MOTION:** The proposed Lease Transfer and Supplemental Lease Agreement to Lake Bloomington Lot Lease be approved.

**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:** Public Works is recommending the approval of a Petition for the Lake Bloomington Lease Transfer of Lot 20, Block 3, in Camp Potawatomie. This lot has a residence, septic system, landscaping, deck, and dock.



The septic system for the leased premises was installed in 1978, and is now approximately 41 years old. The McLean County Health Department considers the average life expectancy of a septic system to be 20-25 years. The sewage disposal system letter from the McLean County Health Department was completed on May 17, 2019. This letter provides regulation requirements for surface discharging septic installations.

A licensed septic system inspector, Kenneth Koons, inspected the septic system on May 09, 2019, and found the septic system to be in need of repair.

The proposed lessee will enter into a Supplemental Lease Agreement to the Lake Bloomington Lot Lease regarding the septic system. The following repairs must be completed within six (6) months of transfer:

1. Lessee shall correct the discharge of the clothes washer so that the clothes washer discharges into the septic system.



2. The dewatering system must be directed away from the septic system.
3. The septic tank must be pumped.
4. Access to the inlet of the septic tank must installed.
5. The pump chamber must have dual pumps installed that provides for adequate reserve volume above the pumping level of the chamber.
6. The bottom of the pump chamber must be repaired.

It should be noted that at the time of the preparation of this memorandum, many, if not all, of the above repairs have been completed.

Staff has investigated the property and found no ordinance violations for the subject property.

There is currently a boat dock on the subject lot. Pursuant to Ordinance 2018-87, passed by the City Council on October 8, 2018, boat docks are allowed on leased lots with a residence and a valid lease with the City of Bloomington. The lessee must apply for a permit in order to keep the dock in compliance with the ordinance.

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

**FINANCIAL IMPACT:** This petition will have a financial impact in that the current lease uses the current formula of \$0.15 per \$100.00 Equalized Assessed Value for determining the Lake Lease Fee. With the current lease rate formula of \$0.40 per \$100.00 Equalized Assessed Value this lease will generate about \$486.66 per year in lease income in addition to \$128.28 for lot garbage pickup. This lake lease income will be posted to the Lake Maintenance-Lease Income account (5010014-57590). Stakeholders can locate this in the FY 2020 Proposed Budget Book titled "Other Funds & Capital Improvements" on page 86.

**COMMUNITY DEVELOPMENT IMPACT:** Goal UEQ-1. Provide quality public infrastructure within the City to protect public health, safety and the environment, Objective 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 Brett Lueschen, Operations Manager Michael Hill, Management Analyst
Reviewed By:	Jim Karch, P.E., MPA, Director of Public Works
Finance & Budgetary Review By:	Chris Tomerlin, Budget Manager Scott Rathbun, Finance Director
Legal Review By:	George D. Boyle, Assistant Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- PW 4B Current Lease Mills to Shepard Lake Lease Transfer
- PW 4C Property Manager Memo Mills to Shepard Lake Lease Transfer
- PW 4D Petition Mills to Shepard Lake Lease Transfer
- PW 4E MCHD Evaluation Mills to Shepard Lake Lease Transfer
- PW 4F Shepard Lease Mills to Shepard Lake Lease Transfer
- PW 4G Supplemental Lease Agreement Mills to Shepard Lake Lease Transfer
- PW 4H Location Map Mills to Shepard Lake Lease Transfer
- PW 4I Unrecorded Plat Map Mills to Shepard Lake Lease Transfer
- PW 4J Structure Map Mills to Shepard Lake Lease Transfer
- PW 4K Photographs Mills to Shepard Lake Lease Transfer
- PW 4L Power Of Attorney Mills to Shepard Lake Lease Transfer

# REGULAR AGENDA



REGULAR AGENDA ITEM NO. 8A

**FOR COUNCIL:** June 24, 2019

**SPONSORING DEPARTMENT:** Economic Development

**SUBJECT:** Consideration and action on an Ordinance Approving the Memorandum of Understanding II Between the City of Bloomington and Illinois Wesleyan University to Support the Marketing and Redevelopment of the Properties in the 800 Block of North Main Street (Former Mennonite Hospital Redevelopment Project Area), as requested by the Economic Development Department.

**RECOMMENDED MOTION:** The proposed Ordinance be approved.

**STRATEGIC PLAN LINK:** Goals 3: Grow the Local Economy; 4: Strong Neighborhoods; 5: Great Place - Livable, Sustainable City; 6: Prosperous Downtown Bloomington.

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

**BACKGROUND:** On July 9, 2018, the City and Illinois Wesleyan University ("IWU") entered into a memorandum of understanding (the "Original MOU"; Ordinance 2018-56) to support the marketing and redevelopment of the former Mennonite hospital site in the 800 block of North Main Street (the "Project Area"). The Original MOU called for the City to issue a formal request for proposals to solicit private developer interest in the Project Area.

During the drafting of the Original MOU, City staff and IWU representatives envisioned a process wherein the City and IWU would contract with a licensed commercial real estate brokerage firm to assist with the marketing of the Project Area and solicitation of proposals from private developers. To that end, on October 31, 2018, the City issued RFQ #2019-12 requesting statements of qualifications for commercial real estate marketing services for the Project Area. Upon the close of that RFQ, representatives from the City and IWU interviewed the respondents to the RFQ. Coldwell Banker Commercial Devonshire Realty (the "Broker") was determined by the City and IWU representatives to be well qualified.

Subsequent to the adoption of the Original MOU, multiple macroeconomic factors have impacted the commercial real estate market both nationally and locally. Through conversations with the Broker, City staff and representatives from IWU determined that it would be prudent for the City and IWU to terminate the Original MOU and replace it with the

proposed Memorandum of Understanding II (the “New MOU”) which more clearly articulates the mutually agreed upon plan of action with the Broker for the marketing of the Project Area.

The New MOU updates and replaces the Original MOU with the majority of the terms remaining unchanged. New terms include detail regarding the City and IWU jointly entering into the proposed listing agreement with the Broker and detail outlining the splitting of the Broker’s commission between the City and IWU. The term of the New MOU will run until May 31, 2021 to align with the term of the proposed listing agreement with the Broker. Additionally, the overall formatting of the New MOU document has been improved in comparison to the Original MOU with certain sections that detailed related topics now combined for ease of interpretation.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** City staff and IWU representatives have met with multiple commercial real estate brokers, multiple representatives of local, regional, and national retailers, and with multiple development firms to discuss the potential redevelopment of the Project Area. Meetings have also been held with multiple residents of the Franklin Park neighborhood and business owners adjacent to the Project Area.

**FINANCIAL IMPACT:** There is no immediate financial impact to the City as a result of approval of the proposed New MOU. Funds are budgeted in the City’s Economic Development Professional and Technical Services account (10019170-70220) which can be used to assist the Broker as the City Manager deems necessary to implement the New MOU and better position the Project Area for private redevelopment. Stakeholders can locate this account in the FY2020 Proposed Budget Book titled “Budget Overview & General Fund” on page 250. The City’s costs related to the marketing of the Project Area are TIF-eligible costs for which the City could seek reimbursement if the potential North Main Street / Chestnut Street TIF District is ultimately established.

**COMMUNITY DEVELOPMENT IMPACT:** The Project Area is identified in the Comprehensive Plan 2035 as a “Tier 1 Development Priority” (Figure 1-3 map, page 20). Redevelopment of the Site would further the following goals and objectives of the Comprehensive Plan 2035:

**Goal ED-4 Enhance the image of Bloomington as a business friendly community.**

ED-4.2 Prioritize infill and redevelopment to spur growth and reinvestment in the City.

ED-4.3 Facilitate and enhance pedestrian-friendly neighborhood centers to support mixed use developments

ED-4.4 Evaluate commercial land use needs in the context of changing economic trends

ED-4.5 Identify and reduce barriers for local growth and economic development

**Goal D-1 Continue to build a healthy Downtown that offers a range of employment, retail, housing, cultural and entertainment opportunities for all.**

D-1.2 Pursue catalyst projects that can serve as additional Downtown anchors

D-1.4 Develop a wide variety of Downtown housing options

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

D-2.1 Identify and designate gateways to Downtown [North Main Street]

**Goal D-6 Reinforce the connections between Downtown and adjacent neighborhoods.**

D-6.1 Encourage development on sites that will link Downtown with surrounding neighborhoods

D-6.3 Pursue public-private development opportunities with major employers seeking employee housing near offices

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

Respectfully submitted for Council consideration.

Prepared By: Austin Grammer, Economic Development Coordinator

Reviewed By: Melissa Hon, Economic Development Director

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

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason  
City Manager

**Attachments:**

- ECON DEV 1B Ordinance 2019-39 IWU City MOU II 800 N Main St
- ECON DEV 1C IWU City MOU II for 800 N Main St
- ECON DEV 1D MOU Exhibit A IWU City MOU II 800 North Main St



REGULAR AGENDA ITEM NO. 8B

**FOR COUNCIL:** June 24, 2019

**SPONSORING DEPARTMENT:** Economic Development

**SUBJECT:** Consideration and action on an Ordinance Approving and Authorizing the Execution of an Exclusive Right to Sell Listing Agreement Between the City of Bloomington, Illinois Wesleyan University, and Coldwell Banker Commercial Devonshire Realty (Former Mennonite Hospital Site - 800 North Main Street), as requested by the Economic Development Department.

**RECOMMENDED MOTION:** The proposed Ordinance be approved.

**STRATEGIC PLAN LINK:** Goals 3: Grow the Local Economy; 4: Strong Neighborhoods; 5: Great Place - Livable, Sustainable City; 6: Prosperous Downtown Bloomington.

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

**BACKGROUND:** To stimulate developer interest in the City and Illinois Wesleyan University ("IWU") properties in the 800 block of North Main Street, staff recommends approval of the proposed Exclusive Right to Sell Listing Agreement with Coldwell Banker Commercial Devonshire Realty ("CBCDR"). Below is a summary of key events related to these properties:

- On March 14, 2016, the City Council adopted Resolution 2016-08 which approved a contract to purchase three (3) acres of real estate located at 807 North Main Street (the "City Parcel") from 3 Kirk Holdings, LLC for \$1,400,000. The City Parcel and two other adjacent parcels owned by Illinois Wesleyan University (the "IWU Parcels") comprise 4.093 acres (the "Site"). The Site formerly housed the core of the Mennonite Hospital campus. The Site is prime for in-fill redevelopment along the heavily traveled Main Street / Business Route 51 / Historic Route 66 corridor between Downtown Bloomington and the Illinois Wesleyan University campus and is in close proximity to the Illinois State University Campus and the Advocate BroMenn Medical Center in Normal.
- On May 16, 2016, the City Council adopted Ordinance 2016-45 which authorized PGAV, the City's TIF consultant, to conduct a TIF Feasibility/Eligibility Study of the Site to

support the establishment of the potential North Main Street / Chestnut Street Redevelopment Project Area (the "Potential TIF District").

- On November 2, 2016, the City took possession of the City Parcel after the seller's completion of the demolition of the former medical building on the City Parcel as required in the purchase contract.
- On November 28, 2016, PGAV presented the findings of the TIF Feasibility/Eligibility Study to the City Council. PGAV found that the Potential TIF District qualified for TIF as both a "conservation area" and a "blighted area." The City Council then adopted Ordinance 2016-126 which authorized PGAV to proceed with drafting a Redevelopment Plan for the Potential TIF District. The TIF Feasibility/Eligibility Study is available on the City's website ([www.cityblm.org/TIF](http://www.cityblm.org/TIF)). The Redevelopment Plan is still in draft form pending a viable private development proposal.
- On July 9, 2018, the City Council adopted Ordinance 2018-56 approving a memorandum of understanding ("MOU") between the City and IWU to support the marketing and redevelopment of the Site. Through discussions between IWU representatives and City staff in developing the MOU, it was determined that the City should lead an effort to initiate a request for proposals to find a qualified commercial real estate brokerage firm to assume responsibility for marketing the Site on behalf of the City and IWU.
- On October 31, 2018, staff issued RFQ #2019-12 requesting statements of qualifications for commercial real estate marketing services for the 800 block of North Main Street. Upon the close of that RFQ, staff interviewed the respondents to the RFQ. Coldwell Banker Commercial Devonshire Realty ("CBCDR") was selected by staff to be qualified for this assignment.
- City staff have maintained a listing for the Site on the national commercial real estate marketing service CoStar.com. Staff have also held discussions with multiple developers about the Site. At this time, no formal development proposals are under consideration.

Upon approval of the proposed Listing Agreement, CBCDR broker Ryan Murphy will assume responsibility for marketing the Site and will present proposals from developers in accordance with the guidelines outlined in the MOU. Staff in the City's Economic Development Department plan to work closely with Mr. Murphy to support his efforts to market the Site and solicit proposals from well-qualified and experienced developers meeting the guidelines outlined in the MOU:

- Proposals will preferably include new, mixed-use structures with ground floor retail / commercial and upper-story residential units. Residential units should be market-rate and should not be targeted to college students or to senior citizens.*
- Proposals should be transit-oriented and pedestrian friendly.*
- Proposals should ideally be submitted by a single, master developer, with a comprehensive plan for the entire Project Area / Site.*



- iv. *Proposals may include the rededication and reconstruction of East Street, as public right of way between Walnut Street and Chestnut Street.*
- v. *Proposals should be sensitive to the historic character of the adjacent Franklin Square neighborhood, a designated historic district listed on the National Register of Historic Places.*

The Ordinance approving the agreement directs the City Manager to review all proposals in conjunction with representatives from IWU, reject any proposals deemed unworthy of further consideration, and forward to the City Council any proposals deemed worthy by the City Manager and IWU to warrant formal consideration. When a qualified developer / proposal has been submitted by CBCDR to the City, City staff will thoroughly vet it and present it to IWU and the City Council for formal consideration. The vetting process will include the evaluation of any request for incentives made by a developer. The City's Guidelines for the Utilization of Tax Increment Financing and the City's Economic Development Incentive Guideline (Resolution 2018-38 -- June 25, 2018) will be followed when vetting any developer's request for incentives.

The term of the proposed Listing Agreement is eighteen (18) months with an optional six (6) month extension. City Staff and IWU believe this to be a reasonable term given the size and location of the Site as well as the current commercial real estate climate for the desired uses. The ordinance approving the agreement provides the City Manager with the flexibility to grant CBCDR the six (6) month extension.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** City staff and IWU representatives have met with multiple commercial real estate brokers, multiple representatives of local, regional, and national retailers, and with multiple development firms to discuss the potential redevelopment of the Site. Meetings have also been held with multiple residents of the Franklin Park neighborhood and business owners adjacent to the Site.

**FINANCIAL IMPACT:** No immediate direct budgetary impact would result from approval of the proposed agreement. CBCDR is to only receive payment of the agreed upon \$100,000.00 commission upon the sale of the Site to a private developer. The commission due to CBCDR is to be split based on percentage of land ownership as follows: the City will pay 73.30% and IWU will pay the remaining 26.70%. In the event the City or IWU lease, trade, exchange, or donate the Site to the City or to IWU, or to a third-party developer or charitable or not for profit organization, the \$100,000.00 commission to CBCDR would also be due.

CBCDR's proposal is a predefined commission structure as opposed to a variable or percentage commission. The \$100,000.00 commission is equivalent to a 6% commission for the Site using an estimated value of \$1.67 million (or \$9.35 per square foot). As there are multiple types of deal structures/incentives that could ultimately be employed by the City and IWU to assist with the private redevelopment of the Site, CBCDR's proposed predefined commission is supported by City staff and IWU.

The ordinance approving the agreement also provides approval to the City Manager to incur expenses on behalf of the City and IWU related to the Site should staff determine a need to hire specialty consultants to address site-specific concerns and vet developer proposals in accordance with the City's Procurement Policies.

Both the commission and further study expenses, if needed, would be paid from the City's Economic Development Technical and Professional Services account (10019170-70220). Stakeholders can locate this account in the FY 2020 Proposed Budget Book titled "Budget Overview & General Fund" on page 250. The City could potentially seek reimbursement for such expenses if the Potential TIF District is established for the Site.

**COMMUNITY DEVELOPMENT IMPACT:** The Site is identified in the Comprehensive Plan 2035 as a "Tier 1 Development Priority" (Figure 1-3 map, page 20). Redevelopment of the Site would further the following goals and objectives of the Comprehensive Plan 2035:

**Goal ED-4 Enhance the image of Bloomington as a business friendly community.**

ED-4.2 Prioritize infill and redevelopment to spur growth and reinvestment in the City.

ED-4.3 Facilitate and enhance pedestrian-friendly neighborhood centers to support mixed use developments

ED-4.4 Evaluate commercial land use needs in the context of changing economic trends

ED-4.5 Identify and reduce barriers for local growth and economic development

**Goal D-1 Continue to build a healthy Downtown that offers a range of employment, retail, housing, cultural and entertainment opportunities for all.**

D-1.2 Pursue catalyst projects that can serve as additional Downtown anchors

D-1.4 Develop a wide variety of Downtown housing options

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

D-2.1 Identify and designate gateways to Downtown [North Main Street]

**Goal D-6 Reinforce the connections between Downtown and adjacent neighborhoods.**

D-6.1 Encourage development on sites that will link Downtown with surrounding neighborhoods

D-6.3 Pursue public-private development opportunities with major employers seeking employee housing near offices

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

Respectfully submitted for Council consideration.

Prepared By: Austin Grammer, Economic Development Coordinator

Reviewed By: Melissa Hon, Economic Development Director

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

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

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:**

- ECON DEV 2B Ordinance 2019-40 Broker Contract 800 N Main
- ECON DEV 2C Broker Contract 800 N Main



REGULAR AGENDA ITEM NO. 8C

FOR COUNCIL: June 24, 2019

SPONSORING DEPARTMENT: Administration

SUBJECT: Consideration and action on a Resolution in Relation to the Connect Transit Working Group, as requested by the Administration Department.

RECOMMENDED MOTION: The proposed Resolution be approved.

STRATEGIC PLAN LINK: Goals 1. Financially Sound City Providing Quality Basic Services; 4. Strong Neighborhoods; 5. Great Place - Livable, Sustainable City.

STRATEGIC PLAN SIGNIFICANCE: Objectives 1e. Partnering with others for the most cost-effective service delivery; 4e. Strong partnership with residents and neighborhood associations; 5a. Well-planned City with necessary services and infrastructure.

BACKGROUND: Connect Transit formed a working group, known as the Connect to the Future Work Group, to help the Connect Transit Board evaluate and address various challenges facing the Connect Transit System. The working group is also charged with helping the Connect Transit Board "envision the public transit system" desired and wanted by the community.

After recent discussions and presentations in front of the City Council, several Council members voiced a desire to bring forward a resolution to further address the challenges currently facing Connect Transit.

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: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:

A handwritten signature in black ink, appearing to read "Tim Gleason".

Tim Gleason  
City Manager

**Attachments:**

- LD 1B Connect Transit Resolution



REGULAR AGENDA ITEM NO. 8D

**FOR COUNCIL:** June 24, 2019

**SPONSORING DEPARTMENT:** Human Resources

**SUBJECT:** Report of a Classified (Non-Union) IMRF Retirement, as requested by the Human Resources Department.

**RECOMMENDED MOTION:** Informational only, as required pursuant to the Local Government Wage Increase Transparency Act, 50 ILCS 155/1.

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

**STRATEGIC PLAN SIGNIFICANCE:** Objective 1c. Engaged residents that are well informed and involved in an open governance process.

**BACKGROUND:** On July 28, 2016, the Local Government Wage Increase Transparency Act ("Act"), took effect to require the disclosure and discussion of certain wage increases/payments that may have a pension impact. These payments and other required disclosures for retirement payments being made to Classified employees were discussed in an open meeting of the Bloomington City Council on November 28, 2016 as required under the Local Government Wage Increase Transparency Act.

In Bloomington, employees have historically been able to accrue sick leave and then structure the payout over a three-month period prior to retirement or voluntary termination from the City. In 2009, the City began enacting policies that ceased the structured payout of sick leave for new employees. These new policies were in place for Classified employees in 2012 and in all applicable union contracts by 2014. In the fall of 2015, the City Council debated making further changes to how sick leave is paid, and approved Resolution No. 2015-42. In October 2018, an ordinance was approved which directed the City Manager to not bring to the City Council any collective bargaining agreement renewals unless each modifies the timing of how accrued sick leave is paid to eligible employees, to significantly reduce the artificial inflation of employee pensions. As a result of recent agreements enacted with multiple union groups across the City, Classified employees eligible for the Sick Leave Buy Back (SLBB) benefit must provide their intent to retire notice by October 31, 2019 and leave the City by April 30, 2020 in order to have SLBB funds paid in a way that positively impacts their pension benefit.

In accordance with the Local Government Wage Increase Transparency Act, the City has its seventh Classified employee 'triggering' event with the retirement of Sue Witt. Ms. Witt is an Office Manager in the Fire Department, and a non-represented (Classified) employee in the Illinois Municipal Retirement System (IMRF) who has expressed her intent to retire from the City as of September 6, 2019.

In accordance with policies and practices of the City for Classified employees hired before May 1, 2012, Ms. Witt has accrued \$41,399.33 of unused, accrued sick leave which is to be paid into her retirement health savings (RHS) account, to be made in three (3) equal payments in the 3 months (June, July & August) prior to her retirement. Under Section 5(c) of the Act, the following disclosures are made:

**Employee Name: Sue Witt**

- (1) The identity of the employee: Sue Witt.
- (2) The purpose and amount of the increases or payments: \$51,788.72 (includes \$41,399.33 of earned sick leave and \$10,389.39 of accrued vacation time that will be paid out upon retirement - assumes no sick leave or vacation usage until retirement date).
- (3) The proposed retirement date: September 6, 2019.
- (4) The effect of the payment(s) upon the expected retirement annuity of the employee: an increase of \$535.90 per month.
- (5) The effect of the payment(s) upon the liability of the employer to the Article 7 Fund: The disclosable payment is projected to increase the pension liability of the City by \$97,716.00.

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

**FINANCIAL IMPACT:** The estimated amount of Ms. Witt's sick leave/vacation payout is anticipated to be \$51,788.72, assuming she does not diminish her sick leave bank or use vacation time prior to her retirement date. The "accelerated payment" for this payout is expected to be \$97,716.00.

Pursuant to legislation from 2012, the accelerated payment is the upfront funding of a pension liability and is not an additional penalty paid by the City. Payments of this type are not budgeted. Costs have historically been expected to be absorbed by other operational savings. Due to the City's policy changes enacted to address the impact of Sick Leave Buy Back payouts on pension liabilities, an increase in retirements may occur necessitating the Use of Fund Balance. If necessary, a budget amendment will be processed at the end of the year.

**COMMUNITY DEVELOPMENT IMPACT: N/A**

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

Respectfully submitted for Council consideration.

Prepared By: Josh Hansen, Compensation & Benefits Mgr.

Reviewed By: Nicole Albertson, HR Director

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

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:

A handwritten signature in black ink, appearing to read 'T. Gleason', with a stylized flourish at the end.

Tim Gleason  
City Manager