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## Upcoming Community Events

- Jason Aldean, US Cellular Coliseum, January 16 & 17, 7:30 p.m.
- Winter Carnival, Various Locations, January 17, 1:00 p.m.
- The Nevery Brothers, BCPA (600 N. East Street), January 23, 2:00 p.m.
- Pickleball Kids & Family Day, Pepper Ridge School (2602 Danbury Dr.), January 30, 9:30 a.m.



## Upcoming Meetings

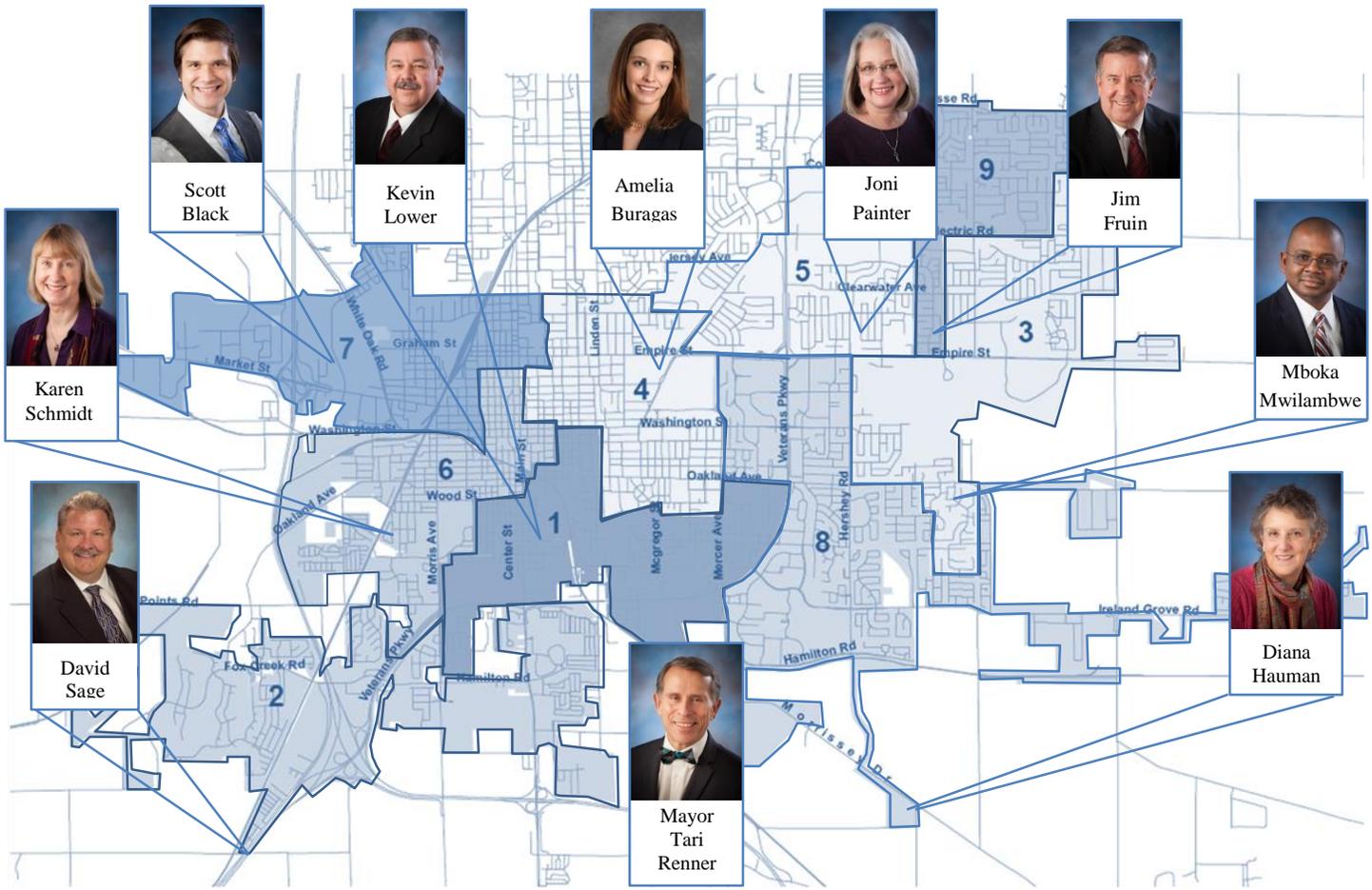
- Liquor Commission meeting, January 12, 4:00 p.m. – 6:00 p.m. City Hall
- Planning Commission meeting, January 13, 4:00 p.m. – 6:00 p.m. City Hall
- Human Relations Commission January 13, 6:00 p.m. – 8:00 p.m. City Hall
- Historic Preservation Meeting January 21, 5:00 p.m. – 6:00 p.m. City Hall

The Bloomington City Council meets every 2<sup>nd</sup> and 4<sup>th</sup> Monday at 7:00 p.m. for regular Council Meetings. Committee of the Whole meetings are held every 3<sup>rd</sup> Monday at 5:30 p.m.

The Mayor’s Open House is held every Friday before a regular Monday City Council Meeting from 4:30 pm to 5:30 pm at City Hall



# City of Bloomington Elected Officials



## City of Bloomington Administration

City Manager: David A. Hales  
Assistant City Manager: Stephen Rasmussen  
Executive Assistant: Beth Oakley  
City Clerk: Cherry Lawson  
Director of Finance: Patti-Lynn Silva  
Director of Human Resources: Nicole Albertson  
Director of Information Services: Scott Sprouls  
Director of Parks, Recreation & Cultural: Jay Tetzloff  
Director of Community Development: Tom Dabareiner  
Director of Public Works: Jim Karch  
Director of Water: Bob Yehl  
Police Chief: Brendan Heffner  
Fire Chief: Brian Mohr  
Interim Library Director: Terry Lindberg



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# Continuous Journey Toward Excellence

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The City of Bloomington City Council and staff firmly believe that citizens have a right to full transparency with respect to public information. It is a continuous goal of the City to ensure public information is easily accessible to all citizens and interested stakeholders. To that end, the City has made significant strides in the manner in which information is shared. The City's website now has a [Transparency](#) portal located prominently on the homepage. The portal serves as a repository for public information such as City budget and financial reports, information on taxes and fees, employee salary and benefit reports, labor contracts, and public meeting agendas. In addition to all the information provided on the website, the City responds to over 1,200 Freedom of Information Act (FOIA) requests per year representing an average of 60 minutes of staff time per request. That is approximately 1,200 hours of staff time or 58% of a full-time employee's work year. After taking office in May 2013, Mayor Tari Renner implemented a monthly Mayoral Open House providing an opportunity for citizens to meet informally with the Mayor at City Hall to discuss issues and items of concern. The meetings are conveniently held every Friday before a Monday City Council meeting. In October 2013, the City began streaming live and [archiving](#) City Council meetings bringing City government to the homes and computers of the general public. Finally, the enclosed report represents another effort on behalf of the City to provide vital information to citizens regarding City business and operations. As the City strives to increase transparency and openness in City government, City officials ask for your input and suggestions on how the City can better share information with the community. Please feel free to contact your [Alderman](#), the [Mayor](#), or [City staff](#) to share your ideas.

## Recent Accolades for Transparency and Open Government:

- The **Illinois Policy Institute (IPI)** rated the City's website with a transparency score of 97%, the highest score in central Illinois at the time of rating.
- The City Manager's Monthly Report was recognized by the **Association of Marketing and Communication Professionals (AMCP)** with the Gold Hermes Creative Award for Communications and Publications (award pictured above). There were over 6,500 submissions with only 19% of the applicants receiving the Gold Award and 11% receiving Honorable Mention.
- 2012, 2013, 2014, 2015 recipient of the **International City/County Management Association (ICMA)** Center for Performance Measurement (CPM) Certificate of Distinction for Performance Management Efforts. A key component to receive this award includes sharing performance information with the public. The City was one of only 8 jurisdictions which received this honor in 2015.
- 2011, 2012, 2013, 2014 **Government Finance Officers Association (GFOA)** Distinguished Budget Presentation Award recipient. In order to receive the budget award, entities must satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as: a policy document, a financial plan, an operations guide, and a communications device.



# City Manager



## David A. Hales

Welcome from the City Manager

November 2015 Edition

The City of Bloomington began the practice of producing the City Manager’s Monthly Report in 2009 to provide performance information to the Mayor, City Council and the public on City services and programs. The City utilizes performance data to identify efficiencies and potential inefficiencies for the purpose of improving services, responsible budgeting and enhancing transparency in local government. In effort to best guide City resources toward the betterment of the community, the Bloomington City Council adopted a strategic plan which identifies goals that focus on outcome-based objectives and potential actions for the projected course of five years. The City Manager’s Monthly Report reflects the City’s progress toward the accomplishment of these goals and current service levels. The performance data in this report is compiled internally by each department/division that comprise City services. The information is then analyzed and organized for presentation by myself and the Assistant to the City Manager.

I am proud of the City’s efforts toward becoming more performance driven and the direction in which our community is headed. City staff and I will continue to work diligently to increase efficiencies in City services and achieve the goals established by Council as we proudly serve the citizens of Bloomington.

I am pleased to present to you the November 2015 City Manager’s Monthly Report. I hope that you continue to stay informed on City issues and progress. Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

David A. Hales  
Bloomington City Manager  
109 E. Olive Street  
Bloomington, IL 61701  
[Dhales@cityblm.org](mailto:Dhales@cityblm.org)



# Strategic Plan 2010 →2015 →2025

**Goal 1. Financially Sound City Providing Quality Basic Services**

- Objective
- a. Budget with adequate resources to support defined services and level of services
  - b. Reserves consistent with city policies
  - c. Engaged residents that are well informed and involved in an open governance process
  - d. City services delivered in the most cost-effective, efficient manner
  - e. Partnering with others for the most cost-effective service delivery

**Goal 2. Upgrade City Infrastructure and Facilities**

- Objective
- a. Better quality roads and sidewalks
  - b. Quality water for the long term
  - c. Functional, well maintained sewer collection system
  - d. Well-designed, well maintained City facilities emphasizing productivity and customer service
  - e. Investing in the City’s future through a realistic, funded capital improvement program

**Goal 3. Strong Neighborhoods**

- Objective
- a. Residents feeling safe in their homes and neighborhoods
  - b. Upgraded quality of older housing stock
  - c. Preservation of property/home valuations
  - d. Improved neighborhood infrastructure
  - e. Strong partnership with residents and neighborhood associations
  - f. Residents increasingly sharing/taking responsibility for their homes and neighborhoods

**Goal 4. Grow the Local Economy**

- Objective
- a. Retention and growth of current local businesses
  - b. Attraction of new targeted businesses that are the “right” fit for Bloomington
  - c. Revitalization of older commercial homes
  - d. Expanded retail businesses
  - e. Strong working relationship among the City, businesses, economic development organizations

**Goal 5. Great Place – Livable, Sustainable City**

- Objective
- a. Well-planned City with necessary services and infrastructure
  - b. City decisions consistent with plans and policies
  - c. Incorporation of “Green Sustainable” concepts into City’s development and plans
  - d. Appropriate leisure and recreational opportunities responding to the needs of residents
  - e. More attractive city: commercial areas and neighborhoods

**Goal 6. Prosperous Downtown Bloomington**

- Objective
- a. More beautiful, clean Downtown area
  - b. Downtown Vision and Plan used to guide development, redevelopment and investments
  - c. Downtown becoming a community and regional destination
  - d. Healthy adjacent neighborhoods linked to Downtown
  - e. Preservation of historic buildings

# Spotlight City: 37<sup>th</sup> Annual Turkey Trot

## Turkey Trot Breaks Records

Now in its 37<sup>th</sup> year, the annual City of Bloomington Turkey Trot has become a favorite event and Thanksgiving tradition for many in the Bloomington-Normal community. The Turkey Trot offers free family fun for all ages on Thanksgiving morning, featuring a half-mile run for kids, a three-mile all ages run and a 1.5-mile walk. The event, coordinated by the City's Parks, Recreation & Cultural Arts department, takes place rain or shine.

***This year's Turkey Trot had a record number of participants at 1,210. The previous record was set at 1,198 participants in 2012. Additionally, this year's event had participants from 25 states.***

Thank you to all of the staff that helped with the Turkey Trot this year and to the public for supporting the event year after year!



# Executive Summary

## Police Department

- On average there were six general detectives working per day with each general detective assigned approximately 10 cases and the Domestic Violence detectives (2) assigned 55 cases. The two detectives assigned to sex crimes and sex crimes involving children are investigating 34 cases. **(Page 9)**
- The Vice unit purchased 3.6 grams of crack cocaine and 201 grams of cannabis. They seized 1,538 grams of cannabis, two guns, two vehicles, and \$6,459. **(Page 10)**
- Six officers and two supervisors are assigned to Street Crimes with an average of 5.9 working per day. One officer was assigned to the FTO program. Officers completed 7 days of training. Street Crimes made 15 vice arrests, 32 probable cause arrests, and 6 warrant arrests, seized 720 grams of cannabis, 0.1 gram of crack cocaine, three guns, and \$10,402. **(Page 10)**
- There were 11 days of Downtown Hireback. A total of 27 pairs of officers, including 8 pairs assigned from 3<sup>rd</sup> shift patrol, worked this month. Totals for the month include 175 bar checks, two DUIs, 12 OV's, 11 parking citations, 11 traffic citations, 22 fights, 27 calls for service, 13 arrests, six vehicles towed, and 146 overtime hours. **(Page 14)**

## Public Works

- Approximately 24,500 residences are serviced weekly and an average of 25.84 pounds of household garbage were picked up each week at these locations during November 2015. **(Page 15)**
- 508 miles were swept during the month of November. **(Page 16)**
- The office staff handled 1,247 calls during the month of November 2015. **(Page 16)**

## Parks, Recreation & Cultural Arts

- The BCPA Black Friday sale was held over the Thanksgiving holiday weekend. The following week, four new shows were added to the 2015-16 Season: classic rock with Dennis DeYoung & the Music of Styx; rhythm, blues and funk bass player Nik West; jazz with Lea DeLaria, one of the stars of "Orange is the New Black"; and blues and rock guitar virtuoso Jonny Lang. **(Page 28)**
- Attendance for the BCPA was 4,678 for November on-site events, activities, meeting, etc. The Facility usage was 64 on-site functions. **(Page 28)**
- Mother Nature was kind this month providing some temperatures well above normal for the 1<sup>st</sup> week. With those temperatures, the courses were able to see rounds played up 120% to last year. **(Page 28)**
- The courses also hosted a successful Merchandise Blow-Out Sale, which was held November 20<sup>th</sup> – 22<sup>nd</sup>. We are pleased to report that the sale was a success, even considering the snow storm we received on the Saturday of the sale. **(Page 28)**
- Total rounds of golf played in November was 1,925. **(Page 29)**
- The Turkey Trot which is the PR&CA signature November event broke its previous record with over 1200 participants. **(Page 30)**
- Revenue from the Miller Park Zoo gate admissions was up 15.9% for the current fiscal year. Last year, the revenue from admissions broke the all-time record for the Zoo in a fiscal year. This represents the fourth consecutive year the all-time attendance revenue record was broken. **(Page 29)**
- Attendance at the Miller Park Zoo for November was 3,514. **(Page 30)**



## Police Chief



**Brendan Heffner**

## Police Department

November 2015 Edition

### **Crime Investigations Division (CID)**

On average there were six general detectives working per day with each general detective assigned approximately 10 cases and the Domestic Violence detectives (2) assigned 55 cases. The two detectives assigned to sex crimes and sex crimes involving children are investigating 34 cases.

CID assigned 138 new cases for investigation. The case load carried by CID had the following dispositions: 38 cases were cleared by arrest, 3 cases were cleared with juvenile arrest, and 66 were administratively closed, exceptionally cleared or were unfounded. One hundred fifty-four incidents of domestic violence were reviewed in November.

### **Cyber Crimes**

The two Cyber Crime detectives have 18 open cases which include open/active joint investigations with the US Secret Service.

### **United States Marshal Task Force**

The Bloomington office opened 15 felony cases and closed 8 of them. Arrests include five hands on felony arrests, two self-surrendered after they found the US Marshals were looking for them, and one arrest by other USMS Task Force after information was sent to them by TFO Rena.

Notable cases for October include a subject wanted by McLean County for manufacture/delivery of cocaine. Information was received that the subject was staying in Chicago and traveling back and forth to Indianapolis. The Chicago office was able to locate and arrest said subject. Another subject was wanted out of McLean County for aggravated DUI. An address in Shirley, IL was searched and produced six rifles and two pistols. The subject was arrested at the time for no FOID.

## VICE Unit

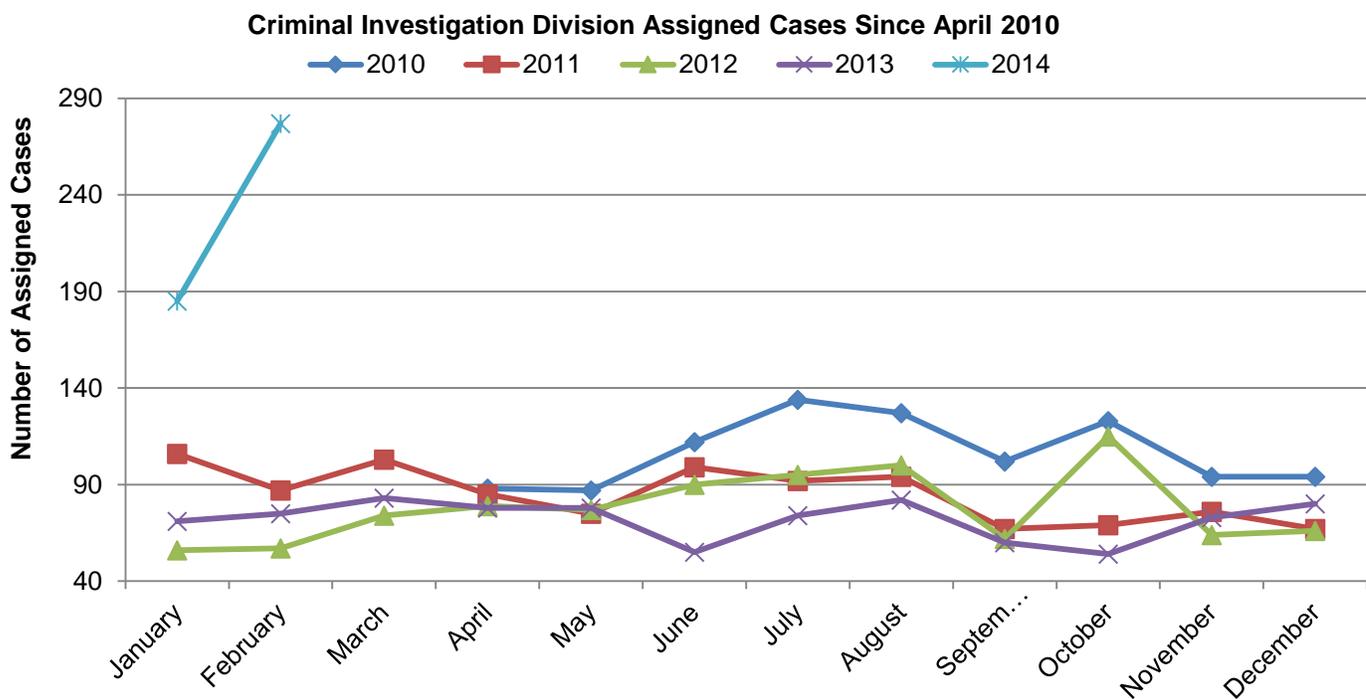
Four detectives are assigned to the Vice unit with 3.28 on average working per day. Due to a spike in gun violence, detectives conducted a surveillance in the area of the Regional Alternative School one day. They spotted an individual who was preparing to shoot another individual who was leaving the school. The individual was apprehended with the assistance of the Street Crimes Unit prior to the shooting taking place. The individual was arrested and the gun seized.

Nine new cases were opened, eight were closed, and three search warrants were served. The Vice unit purchased 3.6 grams of crack cocaine and 201 grams of cannabis. They seized 1,583 grams of cannabis, two guns, two vehicles, and \$6,459.

## Street Crimes Unit

Six officers and two supervisors are assigned to Street Crimes with an average of 5.9 working per day. One officer was assigned to the FTO program. Officers completed 7 days of training. Street Crimes made 15 vice arrests, 32 probable cause arrests and 6 warrant arrests, seized 720 grams of cannabis, 0.1 gram of crack cocaine, three guns, and \$10,402.

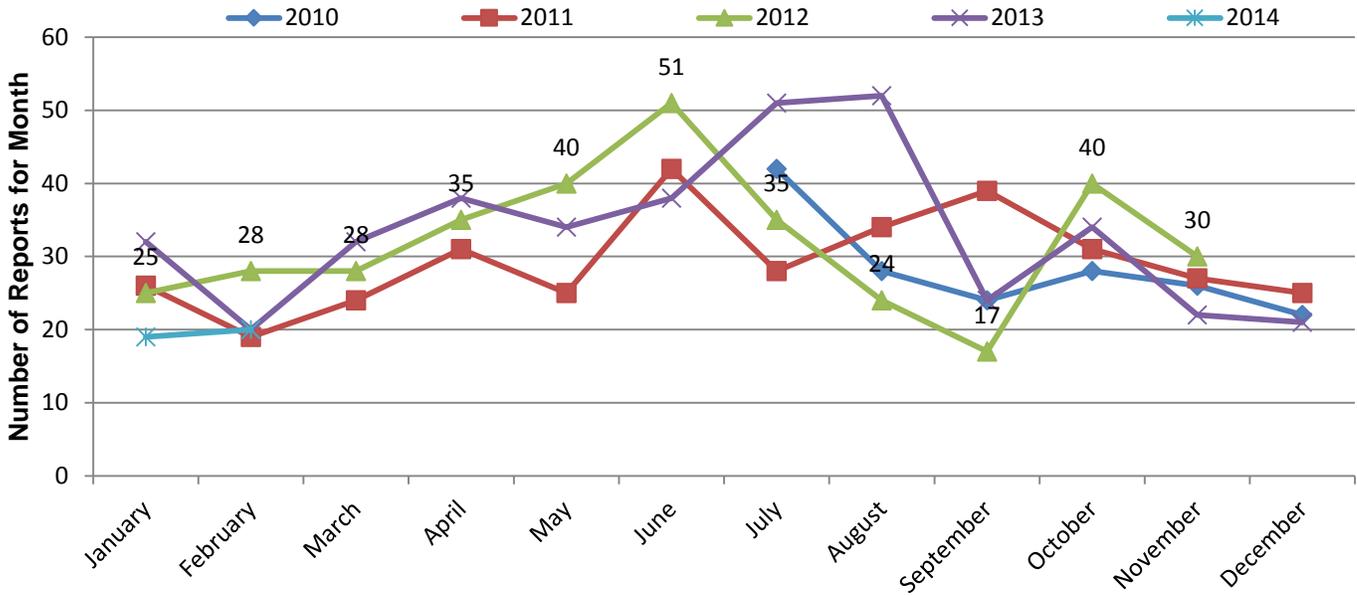
## Crime Intelligence and Analysis Unit (CIAU)



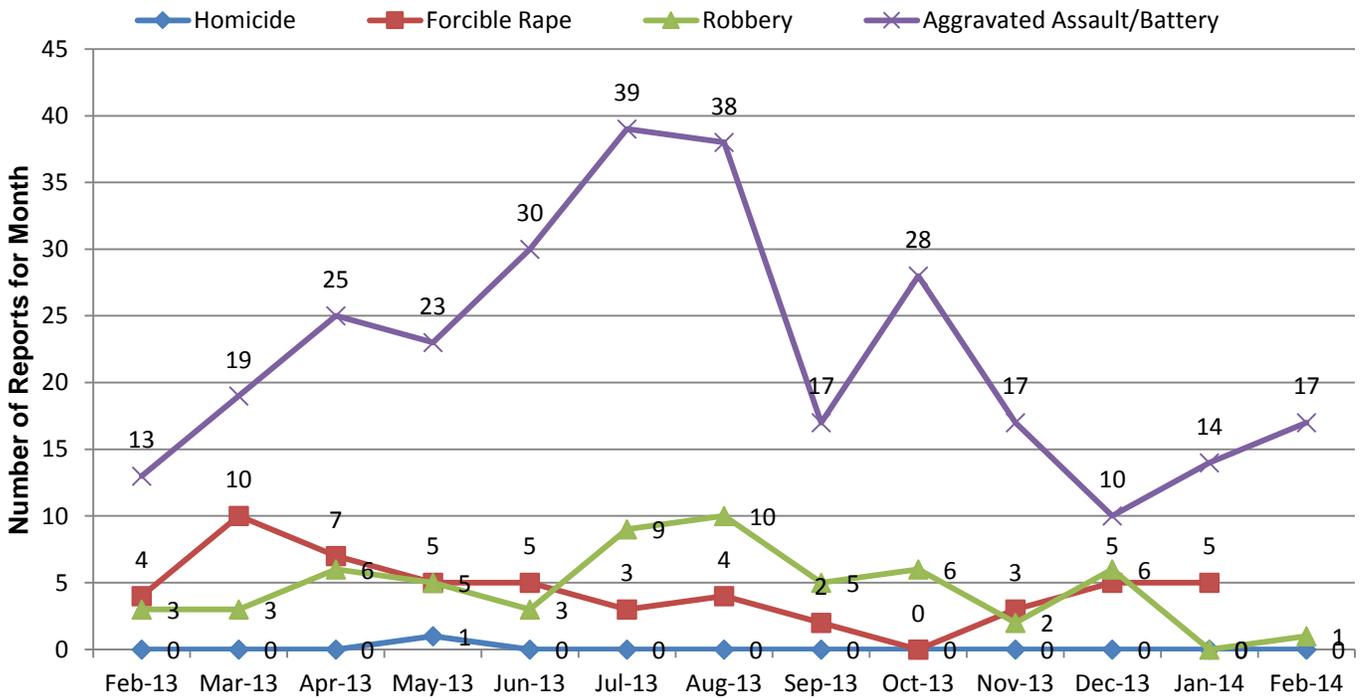
CIAU provided tactical investigative support to three robberies and four gang motivated firearm incidents. They also provided strategic case planning to link a number of shootings to common suspects. Two staff members spent time supporting several complex long term narcotics investigations. One staff member worked with Juvenile Court Services and the Juvenile Detention Center to ensure that habitual violent juvenile offenders were identified and correctly processed as a result of several gang shooting investigations. Considerable time was spent researching the internal impacts of the Illinois Officer Worn Body Camera Act. This act contains numerous new data collection elements ranging from the creation of a new pedestrian stop card data system to video technology implications related to a body worn camera pilot program in

development. Staff also began preparation for a variety of year end data collection efforts resulting from mandatory state reporting of crime statistics.

**Total Violent Crime Reports by Month Since July 2010**



**1 Year Violent Crime by Categories**



## Communications

<b>Ring Time Ranges (9-1-1 Incoming) – State mandate is 90% answered within 10 seconds</b>							
Range (sec)	0-10	11 to 20	21 to 30	31 to 40	41 to 50	51 to 60	>=61 0
Calls	2152	24	1	0	0	0	0
%	<b>99%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

### **Ring Time Ranges (911 Incoming) - State Mandate is 90% answered within 10 seconds.**

The Communications Manager attended Illinois 911 Conference in Springfield. Pre-installation of replacement to the legacy telephone recorder was begun. New fire department run cards were finalized and data entry begun. Background investigations were completed on the new telecommunicator candidates.

#### **Incoming Phone Calls**

Administrative (non-emergency)	6,591
911 Calls (wireline & wireless) total	2,066
911 Calls - Wireline	328
911 Calls - Wireless	1,541
911 VoIP Calls	197
911 Unknown	0
<b>Total All Calls</b>	<b>10,818</b>

#### **Dispatched Calls**

Police	5,605
Fire and EMS	875
<b>Total Dispatched Calls</b>	<b>6,480</b>

#### **Daily Call Averages**

Administrative (non-emergency)	220
911 Calls – Wireline and Wireless	69
All Calls per day average	361
Police Dispatches	187
Fire and EMS Dispatches	29
<b>Average Dispatches per day</b>	<b>216</b>

### ***First Shift 7 a.m. – 3 p.m.***

First shift has 18 officers with the average number working per day of 9.7. Considerable time was spent in training including Cultural Diversity, SWAT training, and report writing training. One officer was in Field Training and four officers are in the police academy scheduled to graduate in December. Officers were assigned to numerous hot spots to enforce speed limits, cell phone violations, tinted windows, and excessive noise. The Offender Watch 500 project has 436 registered users. The Offender Watch system sent out 10,213 community notices so far in 2015. There were 652 notices sent in the month of November alone. Seventy-two incidents of sex offender related problems were handled during November. Six sex offenders were referred for probation and parole violations.

### **Second Shift 3 p.m. – 11 p.m.**

Second shift has 19 officers with an average of 11.1 officers working each day. Officers worked several STEP details around town in response to speed complaints. Officers also patrolled the downtown area in response to homeless complaints and several areas of town in reference to the vehicle burglaries.

Notable calls for service include an armed robbery on Turnberry Drive, five vehicle burglaries at various fitness facilities, shots fired in 600 block of West Monroe, and another call of a vehicle driving through the intersection of Oak/Monroe with one shot fired. A shell casing was recovered in the middle of the intersection.

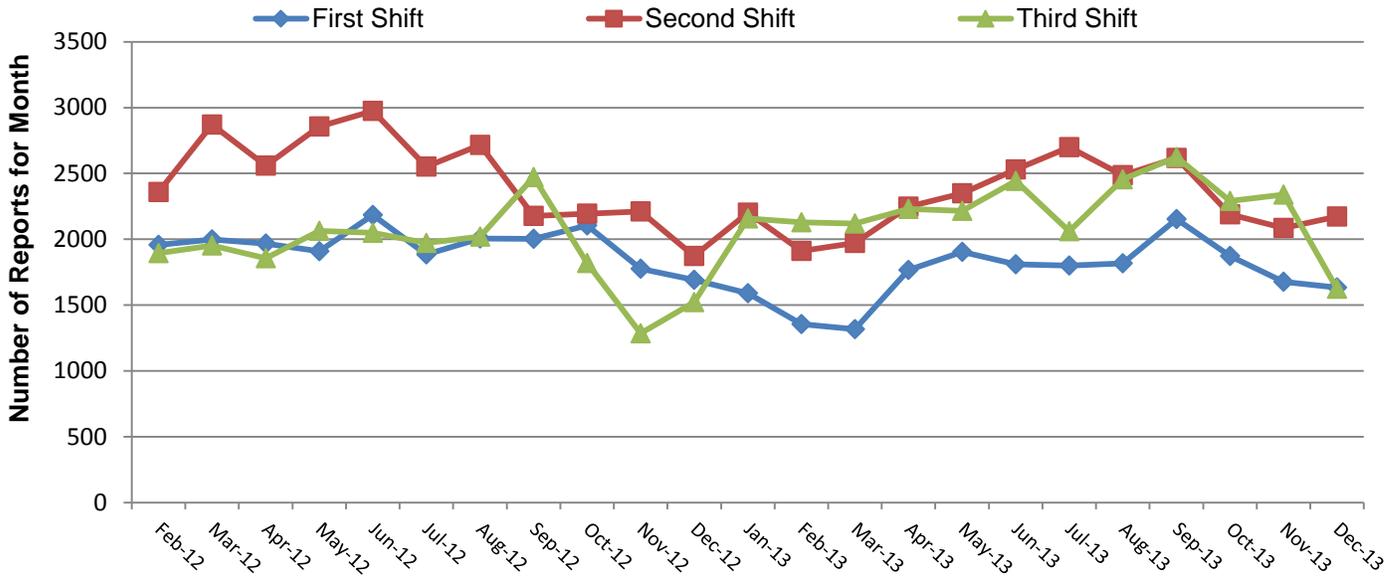
### **Third Shift 11 p.m. – 7 a.m.**

There are 17 officers assigned to third shift with 9.8 working per night. A total of 19 DUI arrests were made during the month.

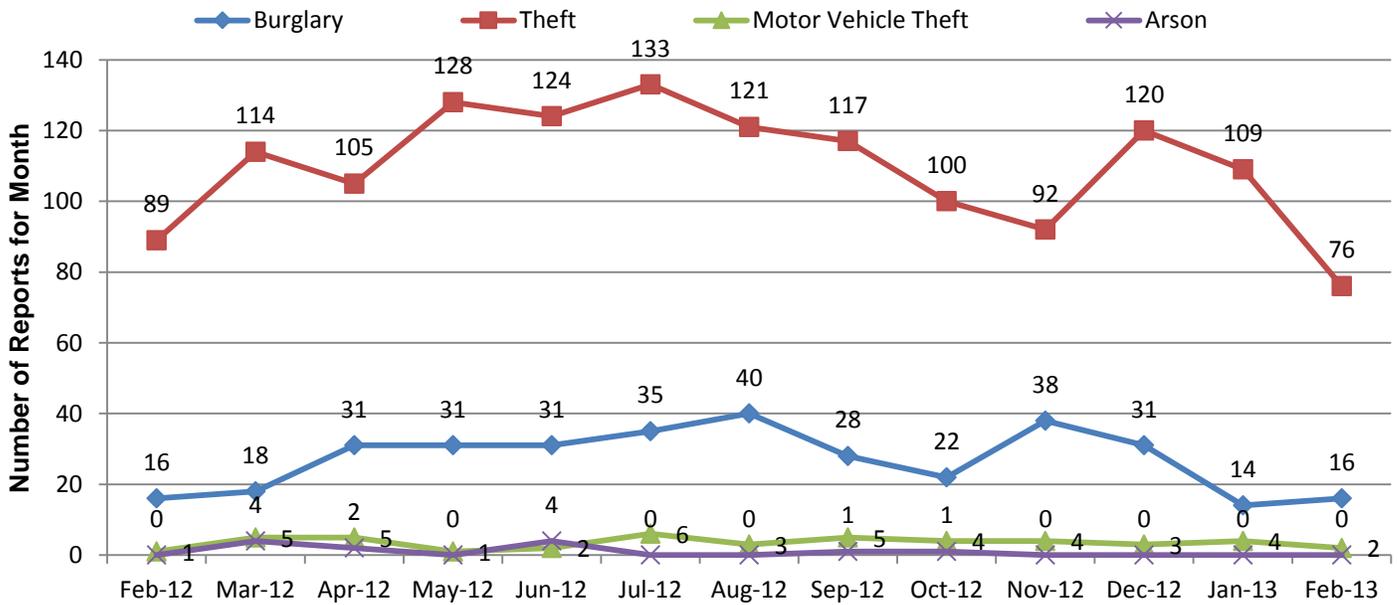
Notable calls for service include an armed subject waving a gun around the entrance to the Red Roof Inn. Subject was taken into custody and charged with multiple felony offenses. On November 19, an officer investigating a suspicious vehicle observed two subjects flee from the vehicle. They entered an apartment on N. Mason Street. A search warrant was obtained which was served without incident. Cannabis and two stolen handguns were seized during the search. The sole adult tenant of the apartment was charged with offenses related to handguns and a juvenile was charged with cannabis possession. On November 30, a resident reported seeing several subjects walking down Division Street burglarizing unlocked vehicles. Officers located two adults and three juveniles who were attempting to hide. They were detained; admissions were made; stolen property was identified; and several victims were located. A 20-year-old female was jailed on burglary charges and three juveniles were also processed for burglary.

<b>Violation</b>	<b>Month Total</b>	<b>Year Total</b>
Seat Belt/Child	3	4
Speeding	58	109
All Other Traffic	548	1087
DUI Arrests	40	68
<b>Total</b>	<b>591</b>	<b>609</b>

**2 Year Police Department Calls for Service by Shift and Month**



**1 Year Property Crime by Categories**



**Administration**

Public Affairs Officer Mayer completed several news releases and media interviews. She attended Focus meeting, PR meeting for Safety Day with Bloomington Edge, Recovery Court, Bank Robbery training, Explorers meeting, Neighborhood Watch meeting, gave a Boy Scout Tour/Presentation, Scam Presentation, ISU social media disaster response exercise, Problem Oriented Policing Presentation at Normal PD, Law Enforcement Panel at the Health Department, and was a Mystery Reader at North Point Elementary School.

SRO Day translated Spanish for teachers, facilitated four mediation meetings between students to prevent physical fights, talked to several students about gang graffiti on their school work, and assisted with two fire alarm evacuations.

SRO Hirsch presented to 60 students regarding law enforcement as a career, spoke to 17 students about classroom behavior and grades, met with 12 parents regarding their student's truancy and disrespectful behavior, removed seven students from class for poor behavior, investigated six fights, took report for cannabis possession, and investigated two thefts of phones which were recovered.

SRO Wagehoft attended Youth Impact meeting, completed one drug search and one weapons search, investigated one theft, nine disorderly conduct, one order of protection, two truancy, one assault, and two DCFS issues.

## **Downtown**

There were 11 days of Downtown Hireback. A total of 27 pairs of officers, including 8 pair assigned from 3<sup>rd</sup> shift patrol, worked this month. Totals for the month include 175 bar checks, two DUIs, 12 OVs, 11 parking citations, 11 traffic citations, 22 fights, 27 calls for service, 13 arrests, six vehicles towed, and 146 overtime hours. Notable calls for service include two subjects located during a bar check in the 100 block of W. Washington who were determined to be under the age of 21. Both subjects stated they were not asked for ID to gain entry. On the 19<sup>th</sup>, a female determined to be 19 years of age was located inside a bar in the 100 block of W. Washington. She claimed to have used someone else's ID to gain entry.



## Public Works Director



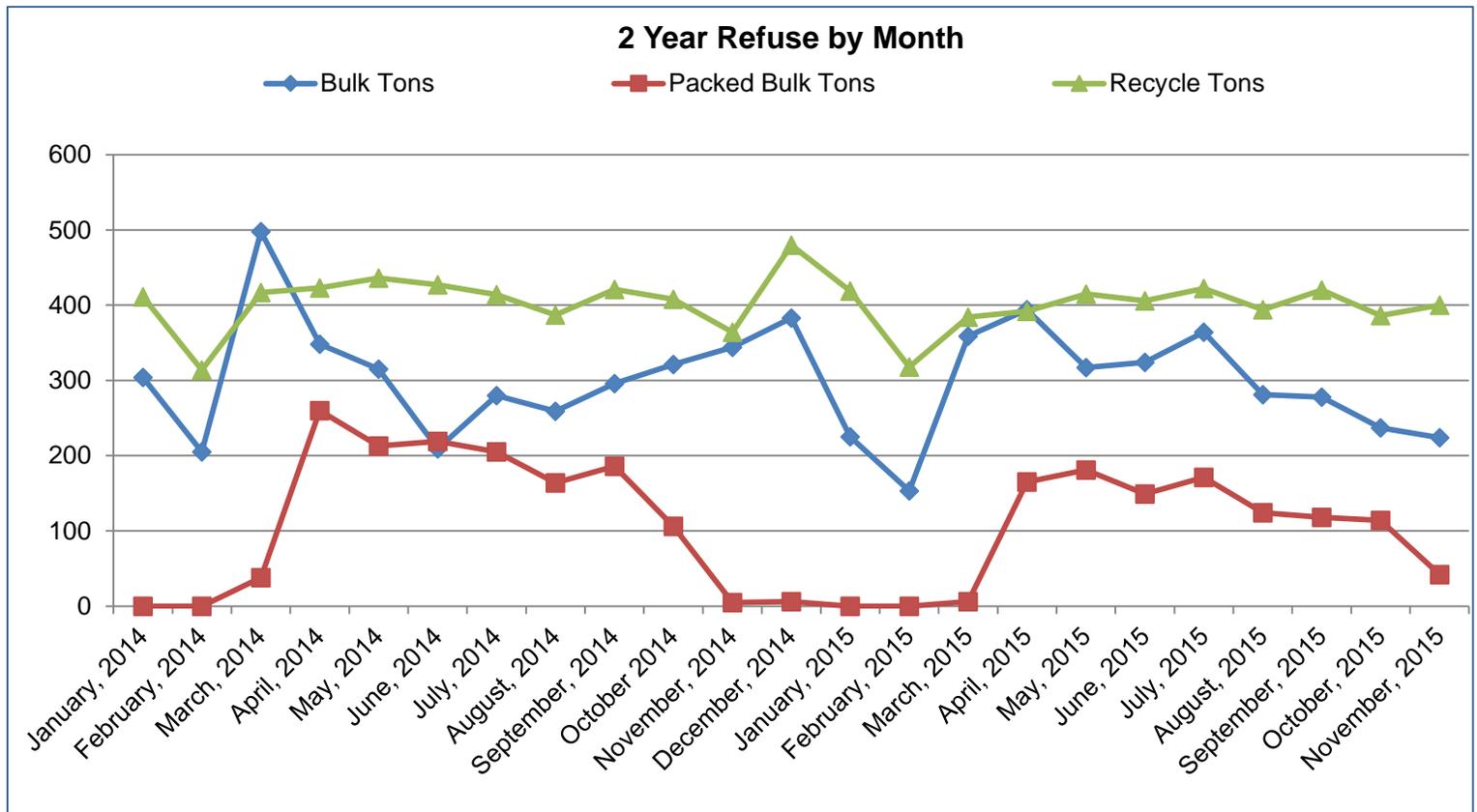
Jim Karch

## Public Works Department

November 2015 Edition

### Solid Waste Division

Approximately 24,500 residences are serviced weekly and an average of 25.84 pounds of household garbage were picked up each week at these locations during November 2015.





**508 miles were swept during the month of November**

**Public Works Front Office**

The front office staff has processed the following permits for November 2015

<b>Engineering Permits</b>	
<b>Overweight Loads</b>	20 issued permits for \$1242.50
<b>Dumpster/Traffic Control/Excavation/Erosion</b>	4 issued permits for \$155
<b>Erosion Control/Complaints Report</b>	
<b>New/Maintenance Erosion Control Inspections</b>	127
<b>New Erosion/Storm Water Complaints</b>	1
<b>Inspection &amp; Complaint Files Closed</b>	24

**The office staff handled 1,247 calls during the month of November 2015.**

**Streets & Sewers**

<b>POTHLES</b>	25
<b>WATER DITCHES</b>	15
<b>MANHOLE REPAIRS</b>	4
<b>INLET REPAIR</b>	2
<b>PERM POTHOLE PATCHING</b>	4
<b>CAVE-INS</b>	2
<b>MISC. MAILBOX REPAIR</b>	6



**City Streets employees replacing a manhole on Washington and Howard**

**Fleet Division**

	<i>November 2014</i>	<i>November 2015</i>
<b>Work Orders</b>	379	366
<b>Total Repair Orders Closed</b>	354	339
<b>Preventative Maintenance</b>	25	27

	<i>November 2014</i>	<i>November 2015</i>
<b>Total No Lead Gallons</b>	15,098	15,488
<b>Total Cost</b>	\$41,202	\$27,305
<b>Avg Price per Gallon</b>	\$2.73	\$1.76

**November 2014****November 2015****Total Diesel Gallons**

17,597

17,410

**Total Cost**

\$59,617

\$41,607

**Avg Price per Gallon**

\$3.39

\$2.39

**MONT  
H****YTD****Budgete  
d****FY %****Parts**\$32,59  
2

\$273,290

\$569,014

48.02%

**Outside Repairs**\$51,24  
0

\$165,016

\$403,672

40.87%

**Fuel**\$66,64  
1

\$489,234

\$1,495,2  
02

32.72%



FLEET RECEIVED 1,191 PHONE  
CALLS DURING THE MONTH OF  
NOVEMBER

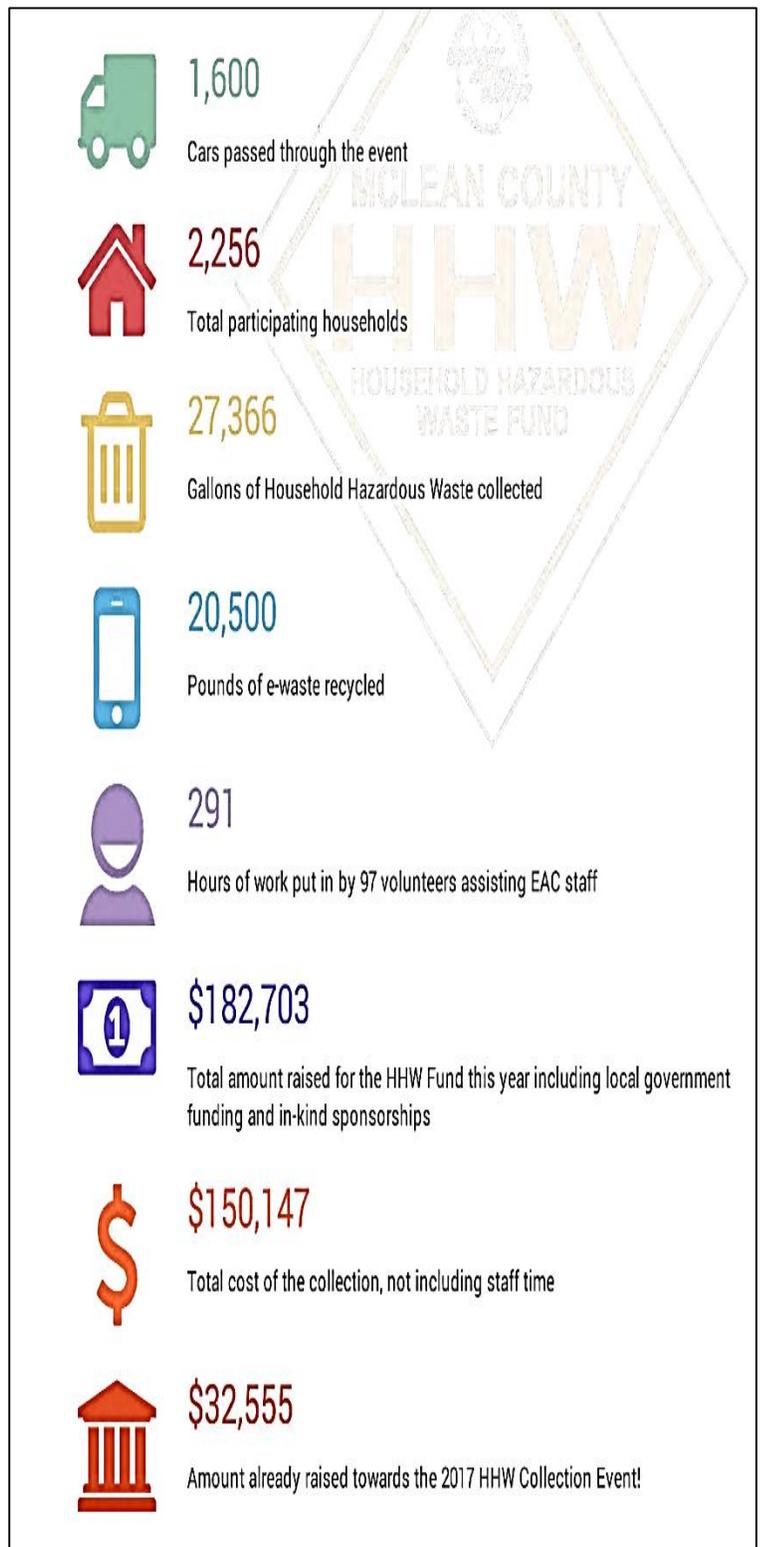
## HHW event, by the numbers

Final numbers are out from the recent Household Hazardous Waste collection overseen by the Ecology Action Center. They demonstrate that the event was extremely well attended and that fund-raising was successful enough to help the not-for-profit group prepare for the next HHW event, in 2017.

About \$183,000 was collected and the event's total cost was about \$150,000, plus EAC staff time. That fund-raising included donations by partnering governments, including the City of Bloomington.

The car count was 1,600. However, friends and neighbors pooled their materials. An on-site survey revealed that 2,256 households were represented. That pooling of resources also shortened wait times.

The accompanying chart is from the Ecology Action Center's report on the event.



## MCLEAN COUNTY SOLID WASTE PROGRAM

### 2015 THIRD QUARTER REPORT

#### ECOLOGY ACTION CENTER



THE ECOLOGY ACTION CENTER HAS COMPLETED THE FOLLOWING ITEMS IN FULFILLMENT OF THE SOLID WASTE AND WASTE REDUCTION EDUCATION PROGRAM AGREEMENT OF JANUARY 1, 2014.

#### LEADING INDICATORS

**Goal:** Visit **70%** of eligible classrooms in McLean County, Bloomington, and Normal for elementary school recycling and waste reduction education programs. Reaching this target means directly engaging with approximately 1,500 students. There are 88 4th grade classrooms in McLean County, which includes all public and private schools.

- ❑ Third Quarter Results: 4 Classrooms, 116 students, **YTD: 7% of goal.**

**Goal:** Visit **60%** of public libraries within McLean County, Bloomington and Normal and provide a summer reading program on recycling and waste reduction topics. Reaching this target means directly engaging with approximately 300 library patrons. There are 14 public libraries in McLean County.

- ❑ Third Quarter Results: 2 libraries, 21 patrons, **YTD 64% of goal, GOAL EXCEEDED.**

**Goal:** Provide recycling and waste reduction education programs at **80%** of after school programs, reaching approximately 200 students. This year's target group includes 8 after school programs.

- ❑ Third Quarter Results: 0 programs

**Goal:** Provide recycling and waste reduction presentations for **25** local groups or approximately 750 individuals including civic groups, scouts, preschools, non-target school groups, university classes.<sup>1</sup>

- ❑ Third Quarter Results: 6 programs, 233 people, **YTD 120 % of goal for number of programs, 136% of goal for number of people, GOAL EXCEEDED.**

**Goal:** Promote recycling and sustainable practices to direct audiences utilizing social media channels including Facebook, Twitter, LinkedIn, and YouTube with a target of **30,000** interactions annually.

- ❑ Third Quarter Results: 70,183 Interactions, **YTD 360% of goal, GOAL EXCEEDED.**

**Goal:** Provide and promote comprehensive online resources on recycling and waste disposal for Bloomington, Normal, and McLean County with a target of **12,000** visits to these pages annually.

- ❑ Third Quarter Results: 11,708 Interactions, **YTD 174% of goal, GOAL EXCEEDED.**

#### LAGGING INDICATOR

As the main goals of the McLean County Solid Waste Program are to increase recycling while increasing source reduction, the annual measurement and reporting of these rates by the EAC can act as lagging indicators of the success of outreach efforts. However, the value of this performance indicator is also limited by other factors impacting recycling and waste generation rates, such as accessibility of recycling programs and macroeconomic forces. While quantifying source reduction of

*municipal solid waste is problematic, tracking recycling rates is much more reliable. Per the 2012 Five Year Update to the McLean County Integrated Solid Waste Management Plan, the county-wide recycling rate goal is currently set at 40%, which will also serve as the EAC's target for purposes of this indicator. The 2014 recycling rate held steady at 37.7%, matching that of 2013. However, the total waste generated in McLean County increased by 15.5%.*

#### HOUSEHOLD HAZARDOUS WASTE (HHW) COLLECTION

- Solicited proposals for services from potential hazardous waste contractors for October HHW Collection Event. Reviewed and selected the most cost effective service provider from these proposals.
- Developed comprehensive plan for HHW collection event including personnel needs, equipment, logistics, and promotions. Arranged for loans of traffic management equipment, secured assistance from community partners for event needs such as e-waste collection and pharmaceuticals collection.
- Recruited approximately 100 volunteers from the community to assist at HHW event.
- Coordinated private sector fundraising to supplement public funding to insure adequate resources to cover full costs of event and event promotions. In addition to cash donations and business sponsorships, secured in-kind donations including media promotions and disposal of non-hazardous materials.
- Extensive promotions of fall Household Hazardous Waste Collection including:
  - Live event announcement on WGLT radio in August
  - Email blast announcement to 1,210 area households
  - Interview on WJBC radio in August
  - September HHW Interview on WGLT
  - HHW promotional underwriting spots on WGLT in September
  - HHW Direct mailing to 7,900 residences in McLean County
  - HHW Facebook ad campaign – four weeks, 22,408 views
  - HHW presentation to Rotary Club (50 people)
  - Pantagraph HHW story in September

#### SOLID WASTE COORDINATOR ACTIVITIES

- Completed data collection and data conversions to calculate and report 2014 McLean County waste generation and recycling rate.
- Interviewed on WJBC, WGLT and WMBD about county's waste generation and overall recycling rate.
- Ongoing administration and promotion of Household Battery recycling program in conjunction with Interstate Batteries, Batteries Plus, and Springfield Electric (16,829 pounds recycled).
- Ongoing administration of Illinois Plastic Pot Recycling Program in cooperation with YouthBuild

## McLean County.

- Annual E-waste recycling campaign began utilizing grant from Illinois EPA. Campaign included radio spots aired over a period of two weeks on 2 local radio stations directing residents to local drop-off facilities that accept electronics for recycling. In addition, targeted social media ads were placed on Facebook encouraging residents to recycle their e-waste. A mailing was sent to 40 McLean County electronics retailers with 2 full-color posters showing information on local drop-off facilities that accept electronics for recycling. Retailers were encouraged to display posters prominently to fulfill their responsibilities under the state e-waste law. 24,000 residents reached through radio spots.

### COMMUNITY-WIDE WASTE GENERATION AND RECYCLING RATE

- Surveyed area waste haulers, recyclers, municipalities, and institutions to gather data for calculation of county-wide 2014 municipal solid waste generation rate and recycling rate. Reported new 2014 recycling rate as 37.7%, matching the 2013 recycling rate.
- 85,196 tons of municipal solid waste were recycled in McLean County in 2014, representing more waste materials recycled than any time in the past five years. The 2014 recycling rate of 37.7% matches that of 2013, which is the highest recycling rate ever recorded in our community.
- While minor fluctuations in the recycling rate have occurred over the past several years especially during the economic recession, McLean County continues to inch closer to the community-wide recycling goal of 40%. This goal is established within the McLean County Integrated Solid Waste Management Plan, which is updated every five years.
- In addition to striving to meet the established goal, making additional progress in source reduction and further increased recycling is becoming increasingly important as it is estimated that less than two years of capacity remain in the McLean County Landfill. Upon closure of the landfill, waste will need to be transported farther from Bloomington-Normal, which is anticipated to increase costs. Delaying the inevitable landfill closure through more assertive waste management strategies can help conserve local financial resources.

Year	2009	2010	2011	2012	2013	2014
Total MSW Recycled	80,217	80,541	71,099	66,737	73,833	85,196
Total MSW Landfilled	148,089	134,325	136,927	116,290	121,991	141,068
Incinerated/Fuel Blended	-	-	-	52	0	0
Total Municipal Solid Waste Generated	228,306	214,866	208,026	183,079	195,824	226,264
<b>Percent Change from Previous Year</b>	-12.7%	-5.9%	-3.2%	-12.0%	7.0%	15.5%
Recycling Rate	<b>35.1%</b>	<b>37.5%</b>	<b>34.2%</b>	<b>36.5%</b>	<b>37.7%</b>	37.7%
<b>Percent Change from Previous Year</b>	-6.5%	6.7%	-8.8%	6.7%	3.4%	0%

### EDUCATION AND OUTREACH

- Earth Schools Recycling and Waste Reduction 4th grade Presentations:
  - Glenn School (2 programs/49 students), Parkside (2 programs/67 students) Total: 4 programs, 116 students
- Other K-12 School activities:
  - Garbage Monster waste reduction program at Center for Hope Ministries (1 presentation, 27 participants)
  - Solid waste reduction and recycling programs at IWU summer scientist program (1 programs,70 participants)
  - Solid waste reduction and recycling programs for robotics clubs (2 programs,26 participants)
- University Programs:
  - Presentation for ISU Student Environmental Health Association (60 participants)
- Community solid waste reduction programs and information booths:
  - Booth at Fell Festival (30)
  - Booth at Sugar Creek Arts Festival, plus distributed refillable bottles to artists (350 people)
  - Booth at Sweet Corn/Blues Festival (1417 people). In partnership with Midwest Fiber offered food waste composting.
  - Booth at McLean County Chamber of Commerce non-profit showcase (30 people)
  - Booth at We Care Twin Cities Half Marathon Expo
- Library Programs:
  - “Michael Recycle” Waste Reduction and re-use craft presentation at Heyworth & Stanford Libraries (2 programs, 21 participants)

## OTHER ACTIVITIES

- Produced quarterly EAC paper newsletter featuring solid waste issues among other topics. Mailed to approximately 270 households.
- Held two classes on composting with a total of 8 participants.
- Loan of special event recycling containers for Danvers Days events.
- Administration and promotion of McFreecycle, a free listserv on the internet for the free exchange of materials in McLean County to avoid disposal of useable items. (2018 current members with an average of 78 messages exchanged monthly).
- Answered phone calls and other inquiries about the disposal of household hazardous waste and recycling (85 inquiries about recycling/waste disposal, 58 inquiries about household hazardous waste, and 42 inquiries about electronics recycling).
- Received over 11,708 visits to solid waste, recycling, and hazardous waste related pages within EAC’s website.
- Sent EAC Action News email newsletter to over 900 email addresses to promote general recycling and waste reduction; issues were also targeted to timely events such as HHW, recycling, vermicomposting and more.
- Coordinated the We Care Twin Cities races as a demonstration “Zero Waste” event. This two day event includes a Kid’s Run, 5K, 10K and Half Marathon. Managed event to avoid waste generation, increase use of reusables, and increase recycling; the event ultimately only landfilled about 5 pounds of waste for approximately 1500 people participating.

- Coordinated massive waste reduction effort at Sugar Creek Arts Festival by working with McLean County Arts Center to provide all artists with reusable plastic water bottles, and then coordinating staff & volunteers to refill bottles throughout the weekend. Previously, over 5,000 single use bottles of water were distributed to the artists. This year, only refillable bottles were used.
- Promoted waste reduction, recycling, composting and proper disposal of household hazardous wastes through social media. EAC posted messages on its Facebook page and other social media feeds on solid waste topics, with a resulting 70,183 views of these posts.

# STORM WATER EDUCATION PROGRAM FOR BLOOMINGTON-NORMAL & MCLEAN COUNTY 2015 THIRD QUARTER REPORT

ECOLOGY ACTION CENTER



THE ECOLOGY ACTION CENTER HAS COMPLETED THE FOLLOWING TASKS AS PART OF THE STORM WATER EDUCATION AND PUBLIC PARTICIPATION PROGRAM AGREEMENT OF FEBRUARY 1, 2013.

## EDUCATION PROGRAMS

- Presentation for IWU Summer Scientist Camp with including storm water issues and training for storm drain stenciling (70 participants)
- Presentation for ISU Environmental students including storm water issues (60 students)
- Presentation for Brownie Scout group at EAC including water conservation issues

## INFORMATIONAL EVENTS AND PRESENTATIONS

- Information booth at Sugar Creek Arts Festival & Sweet Corn Blues Festival (4 days, 1767 people)
- Informational booths including clean water protection, Yard Smart and storm water runoff at
- Chamber of Commerce non-profit showcase (30 participants)
- Fell Fest (30 participants)

## YARD SMART PROGRAM

- Held 2 rain barrel making workshops with focus on storm water runoff issues resulting in construction of 7 rain barrels.
- Answered 41 inquiries from visitors and callers about the YardSmart program, rain barrels, and storm water issues.



## OTHER OUTREACH EFFORTS

- Distributed information on storm water runoff pollution and ways to reduce this pollution to 1,425 homes in Bloomington, Normal and McLean County; stenciled clean water protection messages at 352 storm water inlets.
- Ongoing participation in McLean County Greenways Committee and Watershed Plan Implementation Committee.
- Promotion of clean water issues and strategies for protection through resource-rich websites—998 visits to water-related pages and posts on [ecologyactioncenter.org](http://ecologyactioncenter.org) and 580 visits to pages about clean water content on [mCLEANwater.org](http://mCLEANwater.org).
- Promotion of clean water and watershed awareness through social media channels. EAC made water-related posts on Facebook and Twitter resulting in 22,551 views by local residents.
- Produced quarterly EAC paper newsletter featuring clean water issues among other topics. Mailed to approximately 270 households.
- Sent EAC Action News email newsletter to over 900 email addresses to promote clean water protection among other topics.
- Provided consultation to local government staff on management of vegetation along creek corridor.

## Parks, Recreation, & Cultural Arts Director



Jay Tetzloff



## Parks, Recreation & Cultural Arts Department

November 2015 Edition

### Bloomington Center for the Performing Arts (BCPA)

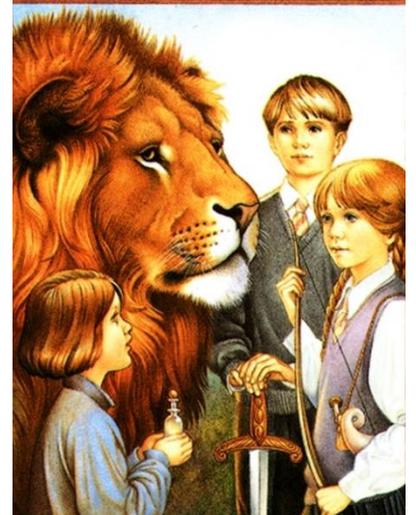
The BCPA hosted several community events in November including Holiday Pops in the Heartland where the Illinois Symphony Orchestra was joined by the Illinois State University Concert Choir, Bloomington-Normal Youth Symphony and the Twin Cities Ballet Company offering great fun for the entire family on the BCPA stage! Other community events included: Holiday Spectacular load-in and rehearsals, American Association of Scottish Rite program and dinner, a Chamber of Commerce-sponsored meeting with Illinois Governor Bruce Rauner, Illinois Wesleyan Civic Orchestra rehearsal and performance, Downtown Bloomington Association wreath making and meeting, McLean County India Association and more... Monthly community activities in the BCPA and Creativity Center include Improvisation classes, Piano lessons, String lessons, Irish Dancing, Dance classes, photo shoot and a birthday party.



The BCPA presented impressionist, actor, and singer Jeff Tracta (photo left) on November 15<sup>th</sup>. Jeff's show left you asking, "Was that REALLY HIM doing ALL those impressions?!" (It REALLY was.) *The Lion, The Witch and the*

*Wardrobe*, presented on November 19, is the enchanting musical based on C.S. Lewis' adventure story about four children who accidentally enter the land of Narnia. This program was the first in the Student Spotlight Series for the 15-16 season which features curriculum connections for teachers that creates out-of-the-classroom educational experiences. Youth grades 1-7 participated in the

### *The Lion, the Witch & the Wardrobe*



program and learned more about music, dance, literature, communication, language arts and fine arts.



The BCPA Black Friday sale was held over the Thanksgiving holiday weekend. The following week, four new shows were added to the 2015-16 Season: classic rock with Dennis DeYoung & the Music of Styx; rhythm, blues and funk bass player Nik West; jazz with Lea DeLaria, one of the stars of “Orange is the New Black”; and blues and rock guitar virtuoso Jonny Lang.

November also brought the initiation of an innovative program to the BCPA stage. Concert readings of new theatre works was launched on Middle Monday (the 3<sup>rd</sup> Monday of the Month), November 16 and featured a piece written by area author G. William Zorn. The reading had 2 rehearsals in the Creativity Center in the week before the presentation which included an opportunity for the audience to dialogue about the script in a talk-back session following the show. Comment cards were also available since the purpose of a concert reading is to get feedback from an audience hearing the words for the first time. Future months beginning in January 2016 already have projects slated for the 3<sup>rd</sup> Monday series.

Attendance: 4,678 for November on-site events, activities, meetings, etc.
Facility Usage: 64 October on-site functions
Community: 7 radio spots, Holiday Pops in the Heartland with the Illinois Symphony Orchestra, Holiday Spectacular load-in and rehearsals, American Association of Scottish Rite, Chamber of Commerce-sponsored meeting with Illinois Governor Bruce Rauner, Illinois Wesleyan Civic Orchestra, Downtown Bloomington Association & McLean County India Association

## Golf Courses

Mother Nature was kind this month providing some temperatures well above normal for the 1<sup>st</sup> week. With those temperatures, the courses were able to see rounds played up 120% to last year. This weather also allowed the maintenance crews to get some bonus work done on the golf courses, in particular, several bunkers were renovated at The Den at Fox Creek. The courses also hosted a successful Merchandise Blow-Out Sale, which was held November 20<sup>th</sup> – 22<sup>nd</sup>. We are pleased to report that the sale was a success, even considering the snow storm we received on the Saturday of the sale. The task of combining the inventory from all three courses into one for the Blow-Out sale is a difficult one. With that, thanks to the staff who put a lot of long hours in getting the merchandise ready for display. Much of our remaining merchandise carries over into next year’s product line, so we do not anticipate needing any further mark downs to the merchandise. As we move into the month of

December, staff will continue to promote the sale of the remaining merchandise, as well as the sale of gift cards.

The month also brought the end of The Den's 2015 season with the course closing on Sunday, November 22<sup>nd</sup>. The course staff will continue to get work done on the course as the weather allows. The meeting room will stay open throughout the winter months for scheduled events. The course is scheduled to re-open no later than April 1<sup>st</sup> of next year, hopefully sooner if the weather allows.

The majority of our seasonal staff is laid off during this month. A couple of key seasonals are retained through the remainder of the year to aid with maintenance equipment repair and to help staff the clubhouses through the busy holiday buying season.

As was done the last two winter's, there will be an indoor hitting range in the meeting room at Prairie Vista. These hitting areas and putting green will allow golfers to keep their swing in shape during the off-season. This area also allows our customers to demo current and new equipment which will hopefully lead to increased sales.

### *Reporting Measures*

Total Rounds Played: 1,925
Outing Rounds: 0
Junior Rounds: 96

### **Miller Park Zoo**

Revenue from admissions was up 15.9% for the current fiscal year. Last year, the revenue from admissions broke the all-time record for the Zoo in a fiscal year. This represents the fourth consecutive year the all-time attendance revenue record was broken. Attendance was down 1.2% for the current fiscal year compared to last year's attendance. A 4% amusement tax began on 1 August 2014. The tax is included in this amount. Admission prices were raised on 1 January 2015. Revenue from Education Program Fees and Rentals was up 2.1% for the current fiscal year.

Revenue from Concessions, Carousel, and Animal Food Sales was down 2.2% for the current fiscal year compared to last year's numbers. Quarters for Conservation program initiated 1 May 14. A quarter was added to the price of Budgie Bird feedings and Carousel rides. The added quarter is earmarked for the Zoo's Conservation Fund and is not included in this year's numbers.

MPZ received a donation of an ultrasound machine from Fort Jesse Imaging Center. This donated machine is valued at \$77,000. This machine will allow staff to better care and manage for the animal collection. Reproductive assessments (pregnancies) and overall health diagnostics will take the veterinary care to the next level of animal welfare at the Miller Park Zoo.

Staff completed Zookeeper vacancy interviews and gave recommendation to Human Resources. Jonathan Reding, Zoo Curator attended Association of Zoos and Aquariums Population Management Class in St. Louis, MO. This class is a requirement in order to be a regional studbook keeper and SSP Coordinator. Jay Tetzloff, Zoo Director, spoke at a Bloomington Rotary Meeting.

After unsuitable soil issues were resolved with the help from Parks Maintenance Staff, foundations for the holding building and exhibit pool overflow pit were poured. Winter weather will shut down construction soon. The exhibit is expected to open in spring 2016.

Acquisition:

- Female Northern Tree Shrew
- Male North American Porcupine

Disposition:

- 1 Blue-Legged Mantella
- Male Seba's Short-Tailed Bat
- Male Jamaican Fruit Bat
- Male, Female Red-Legged Honeycreeper

Other:

- Two female Ringtails cleared quarantine and moved to exhibit just outside of ZooLab.
- Zookeepers participated in three sessions of holiday pictures with the Reindeer with the Miller Park Zoological Society.

ATTENDANCE	
November 2014: 1840	Up 91.0%
November 2015: 3514	

**Recreation**

New record broken! The Turkey Trot which is the PR&CA signature November event broke its previous record with over 1200 participants. Passionate runners, beautiful weather, great volunteers, and dedicated staff all contributed to this holiday event success.

Additional PR&CA programming included trips to Amish Country, afterschool jump rope academy and art, and youth and sports programs at the Lincoln Leisure Center like Mud to Masterpiece, Turkey Time, Waffle Iron Chef and Chopped.



## ***Pepsi Ice Center***

A Pepsi Ice figure skater is on his way to the top! Alex Wellman placed 1<sup>st</sup> at the Midwestern Sectionals (22 states) in the Intermediate Men's division and has qualified to compete at Nationals this January in St. Paul, Minnesota. Congratulations to Alex and everyone involved in his success.

USA Hockey Regional American Development Director Roger Grillo, along with coaches from Finland Hockey Federation, came to Bloomington and hosted practices and demonstrations for over 60 local youth, ages 10 to 14. The Finland coaches were able to see how players at this level in the USA are developed, then shared how they work with similar age hockey players in Finland through drills.



Pepsi Ice also hosted 128 skaters during group outings including the Heart of Illinois Special Recreational Association whom participated in Broomball. (photo left)

In November 2015, the Pepsi Ice Center had its highest revenue for any November since opening in 2009. Public skating sessions and freestyle showed an increase over the previous year with additions in concessions as well. Member Cards continue to be a popular program since implementation with \$3,676 in

November income.

Here are 2 quotes from proud hockey parents. 1) "Thanks for being so great to work with. Looking forward to another fun time on the ice for our boys and their friends! 2) "We are so thankful for you and your staff and the love of hockey that you are instilling in Connor. Have a great holiday!"

## **Special Opportunities in Recreation (S.O.A.R.)**

In the month of November SOAR held 84 sessions of programs and had volunteers assist with 279 hours overall.

November programs included Special Olympics basketball, Therapeutic Horseback Riding, Holiday Performers, a Fall Hike, bowling, Music Jam, martial arts and even an ISU volleyball game. (photo right)

25 Special Olympics players volunteered after their game to tie dye t-shirts for volunteers at the Ron Knisley Memorial Shoot Out.



## **Parks Maintenance**

### ***Horticulture***

November was a nice month weather wise for the area. Mowing man hours 168 were down of course as turf enters into dormancy for the winter. The additional time was used for leaf collection and general cleanup in the parks, reflected by grounds maintenance man hours 718. Staff spent 141 man hours on holiday decorating in the parks, including Miller Park, City Hall, and Withers Park for the

Mayors tree lighting ceremony. 100 man hours were spend on plant bed maintenance cutting back any remaining perennials and tilling in annual beds for spring.

## **Forestry**

The forestry division continued removing dead, dying or hazardous trees and responding to citizen requests for tree trimming. The forestry division maintains clearances on all street



signs and traffic signals as requested by engineering traffic division. The forestry division responds to any downed limbs, hazards, or tree issues on City property 24 hours a day 7 days a week. November is fall tree planting month. 294 trees were purchased through the competitive bidding process from three different vendors. This allows us to leverage for a good price on high quality plant material, and the average price for a 1.75" diameter tree this fall was \$92.48 per tree. These trees were all planted during November. 80 percent of these were replacements for ash trees infected with Emerald Ash Borer.



Additionally, in November, 30 total trees were removed and 10 of those were ash due to Emerald Ash Borer. 84 stumps were ground out, holes filled with dirt and seeded. Forestry responded to 12 storm damage, due to high winds

on November 11<sup>th</sup>. 10 maintenance trims were performed in November. Foresters worked in cooperation with Ameren IP and Wright Tree Service to safely remove 3 dead ash trees over primary electrical service on Vale Street in Bloomington.

## **Utility**

The Utility staff had numerous big projects during the Month of November.

One major project was fixing the drainage issue at McGraw Park. This work entailed removing the existing perforated drain tile and replacing it with hard pipe. The old drainage



was clogged by leaves and roots. A new in ground man hole was installed which will help with surface drainage, channel drains were also added and tied in with the new drainage system. Finally the old brick walkway was removed and replaced with concrete which will also help with drainage of the spray park area.



The second major project was the Utility staff partnered with the Downtown Bloomington Association and numerous other volunteers led by Nancy Isaacson to create new heart shaped wreaths that were installed on Main Street and around the Courthouse square. This was a large project that took the volunteers 2 days to make the wreaths. City staff then installed them on the 65 light poles down Main Street. This project

was a huge success as we have received numerous compliments. Thanks to Nancy and all the other volunteers for all your hard work. The city greatly appreciates it.

Other Utility projects in November are:

- Monthly light inspection and repair at all Parks and Facilities
- Monthly HVAC inspection and repairs at Parks and Facilities
- Monthly HVAC inspections and repairs at the Coliseum and the BCPA
- Completed monthly Park inspections at all City Parks
- Installed Christmas Lights on 65 poles on Main Street. Staff also installed light on Miller Park Pavilion, the front entrance to Miller Park, the Viet Nam memorial tree and the Mayors tree located in Withers Park
- Removed and replaced sidewalks at Airport, Stevenson and Suburban East Parks



## Water Director



Robert Yehl, PE

Water Department

November 2015 Edition

### Reservoirs & Water Quality

November was wetter and warmer than average, with a total precipitation of 4.2 inches and an average temperature of 47 degrees. The monthly average precipitation for November is approximately 3.4 inches, with an average temperature of 45 degrees. Evergreen Lake remained full, with Lake Bloomington levels dropping between one foot to one half of a foot below the spillway elevation. The amount of available water stored in both reservoirs at the end of November is higher than that seen in drier years.

The nitrate levels in the both the Lake Bloomington Reservoir and the Evergreen Lake Reservoir have been well below the standard of 10 mg/l for several months and staff expects them to stay that way until we start to see increased runoff from the watersheds. We expect to see the usual pattern of increased flow from agricultural tile drainage, resulting in higher concentrations of nitrates entering the reservoirs heading into the spring. At this time, staff does not expect the nitrate levels to approach the 10 mg/l regulatory limit for drinking water. Staff will monitor this closely and will be prepared to switch reservoirs if necessary.

We continued pumping from Lake Bloomington since switching over from Evergreen Lake on September 7, 2015. The City switches reservoirs as part of our established management practice which strives to maintain as much low nitrate water in Evergreen Lake as possible heading into winter. As a general practice, we usually will withdraw from Lake Bloomington if water quality is acceptable.

### Distribution

During the month, the City experienced 1 water main breaks/water main leaks. The calendar year 2015 total through November resulted in 77 main breaks, as compared to an average of 82 main breaks for the last seven years.

During November, staff replaced or repaired 15 water service lines and curb stops. Several of these were very old lead (the metal) service lines. The City removes lead from our water system anytime we can. Removal of lead from the system helps the City maintain safe water quality and is in accordance with lead water standards.

Our leak detection program continues to identify leaks in the distribution system. During the month, both inside leaks (meaning they are on the customer's side of the curb stop and thus the customer's responsibility) and leaks that are the City's responsibility (from the water main to the curb stop) were identified.

## **JULIES**

The water department either completes the JULIE locates the water, electric, sewer systems and the water reclamation district. During the month of November the department located/cleared 1,472 JULIES. The department itself issued 46 JULIES for the month.

## **Mechanical Maintenance**

As part of preventative maintenance, vibration testing was conducted at the Lake Bloomington Water Treatment Plant and the Lake Evergreen Pump Station. Vibration testing provides early detection of developing failures in rotating equipment. The results allow repairs to be planned and conducted. One failure of a critical motor or pump can result in a chain reaction causing severely damaged equipment, a decreased water capacity, and water quality issues. We are still awaiting results and written reports from the consultant who conducted the test. The accompanying physical inspection of the most critical pumps and motors at these locations did not indicate signs of major issues. Vibration test of other pump stations are scheduled to be performed in the near future.

A replacement pump for the Enterprise Pump has been ordered. The replacement pump will help ensure proper distribution is maintained for our customers. Winter is fast approaching and Water Plant crew and Pump Station crew have been busy on their respective areas to ensure our facilities (Water Plant and Pump Stations) are prepared for winter.

## **Meter Services**

The Department installed 194 Radio Frequency (RF) meters during the month of October. Our goal for the Fiscal Year (FY16) is the installation of 3,000 units. With the 194 meters installed for the month, and 1,288 meter conversions performed so far this fiscal year, the Department has achieved approximately 39% of our goal for the year.

The water meter inventory includes approximately 1,040 commercial / industrial meters and approximately 31,599 residential meters. Staff changed 2 turbine meters to compound meter during October. Turbine meters are an excellent choice for installations where there will be a high volume of flow on a consistent basis. When the flow volumes vary at locations such apartment complex where numerous residents will use water at the same time (such as the start of a work day) and also where smaller amounts are used at other times (such as throughout the day), then a compound meter is a much better choice because the meter can register both the very low flows and the higher flows as well.

## **Infrastructure Highlights**

Water department staff has been working with outside engineer consultant Clark Dietz on the design of four distribution water main projects for the spring of 2016. The projects include Ryan Street, Peirce Ave, Stewart Street, and Lake Bloomington. Ryan Street will be out for bid in the month of December and the other projects will follow early 2016.

## **Billing and Collections**

Water Department staff continues to track the City's delinquent customers closely and uses the last resort of a shutting off a customer's water. Shutting off water service occurs when a customer does

not respond to delinquent notifications or does not enter into a payment plan. The Department is on pace for another year where the number of shut-offs due to delinquency has declined compared to the previous year. There were 125 shutoffs totaling approximately \$40,304. Of the 125 shutoffs that occurred, 26 are still off as of today, which totals approximately \$9,475 in funds not yet recovered.

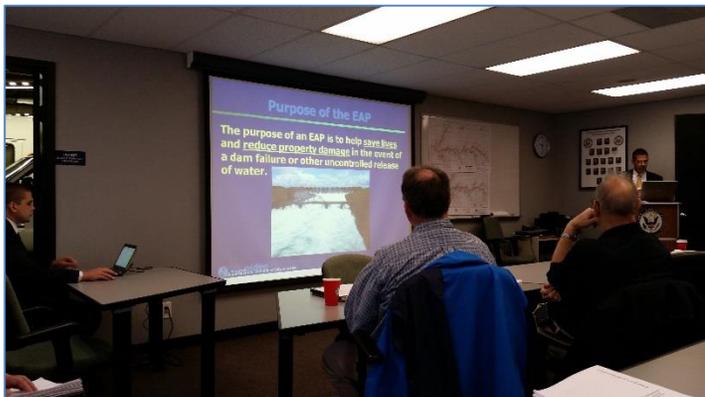
The bulk water dispensing station was installed and tested at the Division Street office in 2013. The new system is much less time intensive on the part of the City. The unit is primarily used by citizens who live in the surrounding area who do not have city water service, but have utilize water cisterns and wells that need to be regularly filled. The station also is used as a resource for the agriculture community for watering livestock and fertilization. In addition contractors regularly use the station for boring projects. In November this unit sold \$455.01 worth of water with a total of 139 transactions.

### Outreach and Presentations

Water Department distribution staff taught a class on the City's water system and fire hydrants to the Bloomington Area Vocational Center Fire Science class. We had 7 students that learned how the distribution systems works and is gridded to help with fire flows. The students were able to learn all of the components of a fire hydrant and how they operate.



Bob Yehl, Greg Kallevig and Rick Twait attended an informational meeting on our newly revised emergency action plan (EAP) on November 19<sup>th</sup>. Hanson Engineers (our consultant) and the City convened the meeting, which was hosted by McLean County EMS. Various State, County and local personnel attended the meeting to coordinate responses to possible emergencies with our dams at Evergreen Lake and Lake Bloomington.



Lois Kelsey retired from the Water Department on November 26<sup>th</sup>, after serving the City for 24 years. Lois finished her career at the water purification facility at Lake Bloomington as a water plant operator. The Water Department is appreciative of all her efforts and wish her the best in retirement.

Nick O'Donoghue, Superintendent of Meter Services, and Water Meter Service Employee Sada McGee served as Bloomington representatives for on-site interviews, videos, and photography. These will be used to develop the Ace 16 (American Water Works Annual Conference 2016) presentation material as well as a case study, customer testimonial videos for the website and other digital and print advertising for national industry magazines/websites. The ACE presenter (Nick O'Donoghue) for the account will deliver a system-focused testimonial, a product testimonial (product focus on meter reading and metering), and serve on the water meter technology board.



# Finance Director



Patti-Lynn Silva

November 2015 Edition

## Finance Department

The Finance Department provides a wide range of comprehensive support services which include: accounting, financial administration and reporting, budgeting, audit, treasury management, payroll, billing, accounts receivable, accounts payable, debt management, procurement, local tax collection, audit, and compliance. The Finance Department is comprised of twelve full time employees and one seasonal employee.

### NOVEMBER HIGHLIGHTS

Finance participated in the Sewer & Storm Water User Fee Study which was spearheaded by Public Works. A presentation of the proposed 10 year rate model will be presented to the City Council in December. The rate recommendations take into account sewer & storm water street substructures that need to be addressed as part of the street resurfacing program.



## NOVEMBER REVENUES

Revenues Earned	Annual Budget	FY2016 YTD	FY2015 YTD	Variance	% Variance
Home Rule Sales Tax <sup>5</sup>	\$ 14,427,441	\$ 6,007,534	\$ 5,863,367	\$ 144,167	2.46%
State Sales Tax <sup>5</sup>	\$ 13,399,257	\$ 5,834,261	\$ 5,590,176	\$ 244,085	4.37%
Income Tax <sup>6</sup>	\$ 7,584,390	\$ 4,441,619	\$ 3,853,151	\$ 588,468	15.27%
Utility Tax <sup>6</sup>	\$ 7,063,164	\$ 3,351,389	\$ 2,716,879	\$ 634,510	23.35%
Ambulance Fee <sup>6</sup>	\$ 4,694,812	\$ 2,408,437	\$ 2,167,957	\$ 240,480	11.09%
Food & Beverage Tax <sup>6</sup>	\$ 4,328,539	\$ 2,207,877	\$ 2,120,296	\$ 87,581	4.13%
Local Motor Fuel <sup>**6</sup>	\$ 2,400,000	\$ 1,284,682	\$ 601,215	\$ 683,467	113.68%
Franchise Tax <sup>6</sup>	\$ 2,190,810	\$ 771,525	\$ 764,377	\$ 7,148	0.94%
Replacement Tax <sup>6</sup>	\$ 1,807,649	\$ 1,117,279	\$ 989,194	\$ 128,085	12.95%
Hotel & Motel Tax <sup>6</sup>	\$ 1,649,946	\$ 1,070,631	\$ 901,677	\$ 168,954	18.74%
Local Use Tax <sup>6</sup>	\$ 1,486,234	\$ 850,442	\$ 674,046	\$ 176,396	26.17%
Packaged Liquor <sup>6</sup>	\$ 1,035,840	\$ 572,037	\$ 525,699	\$ 46,338	8.81%
Vehicle Use Tax <sup>6</sup>	\$ 978,410	\$ 619,629	\$ 598,030	\$ 21,599	3.61%
Building Permits <sup>7</sup>	\$ 754,000	\$ 560,657	\$ 474,730	\$ 85,927	18.10%
Amusement Tax <sup>**6</sup>	\$ 699,996	\$ 578,273	\$ 198,415	\$ 379,857	191.45%
Video Gaming <sup>**5</sup>	\$ 504,901	\$ 283,849	\$ 236,664	\$ 47,184	19.94%
Auto Rental <sup>5</sup>	\$ 88,900	\$ 38,290	\$ 38,548	\$ (257)	-0.67%

**NOTE:** Revenue payments are received at various times throughout the year; the superscripts 1-12 represent the number of payments received to-date to provide clarification on earnings. Taxes collected through the state will be received up to four months after consumer spending. Locally collected tax revenues are filed the month following consumer spending. The State is currently withholding Video Gaming, Local Use, and State Motor Fuel revenues. Revenues with a \* after them had a rate increase in in FY2015 in addition, revenues with \*\* after them are new revenues that were adopted in FY2015 and FY2016 represents the first full year of collection.

# DIRECTOR'S CORNER

Finance has been working strategically to fill two full time vacancies. In the meantime, other finance staff have taken on additional duties to keep critical duties afloat. A special thank you to Chris Tomerlin, Connie Wills, Laura Hughes, Paulette Hurd, Kristen Cramer, and Dianne Fazio for an outstanding November.

## PROCUREMENTS – NOVEMBER 2015

<u>TYPE</u>	<u>TITLE</u>	<u>STATUS</u>	<u>DEPARTMENT</u>
<b><u>RFP #</u></b>			
2015-57	Point of Sale System at US Cellular Coliseum	Reviewing	IS
2016-06	Time, Attendance, Accruals and Public Safety Scheduling	Reviewing	IS
2016-13	Total Organic Carbon Analyzer	Demonstrations	Lake
2016-15	US Cellular Coliseum Building Automation System Imp	Reviewing	Fac Mgt
2016-30	Capital Equipment Financing	Developing	Finance
<b><u>RFI&amp;Q</u></b>			
2016-04	General A&E and Land Surveying Services	Developing	Facilities
2016-27	Professional Engineering Services	Released	Water
<b><u>BID #</u></b>			
2016-21	Lake Blm Ranger Station Improvements	Developing	Facilities
2016-26	Ryan St Water Main Replacement	Finalizing	Water
2016-28	FY 2016 Sewer Televising Project	Released	Engineering
2016-29	SCPP & HAVCO Building Demolitions	Reviewing	Fac Mgt
2016-31	Lease of Farmland	Developing	Admin



# Human Resources Director



**Nicole Albertson**

November 2015 Edition

## Human Resources

*The Human Resources department partners with every department of the City on their human capital needs and interacts and serves all employees throughout their careers, as well as prospective employees. The staff includes ten (10) full-time employees who focus on six primary areas: Employee Recruitment and Hiring; Employee and Labor Relations; Compensation and Benefits; Training and Development, Employee Wellness and Safety, and Community Relations.*

### Employee Recruitment and Hiring

- Preparing for 2016 Paramedic/Firefighter Testing in January.
- Continuously working with BPD on Entry Level Police Officer Hiring.
- Initializing a strategic plan for more diversified recruitment.

Staff has been busy processing applications for the following full-time vacant positions:

<b>Vacancies</b>	<b>Positon Status</b>
Support Staff IV- Water (2)	On Hold
Inspector II- Mobile Home	Filled Externally – Derri Kerrick
Support Staff III	Samantha Adams Stills
Assistant City Engineer	Ryan Otto
Engineering Tech I	Filled Internally – Steve Arney
Engineering Tech II	Pending Candidate
Telecommunicator (2 positions)	Pending Start Date
Zoo Keeper	Pending Candidate
Deputy Chief Operator	Filled Internally Eric West

## Employee and Labor Relations

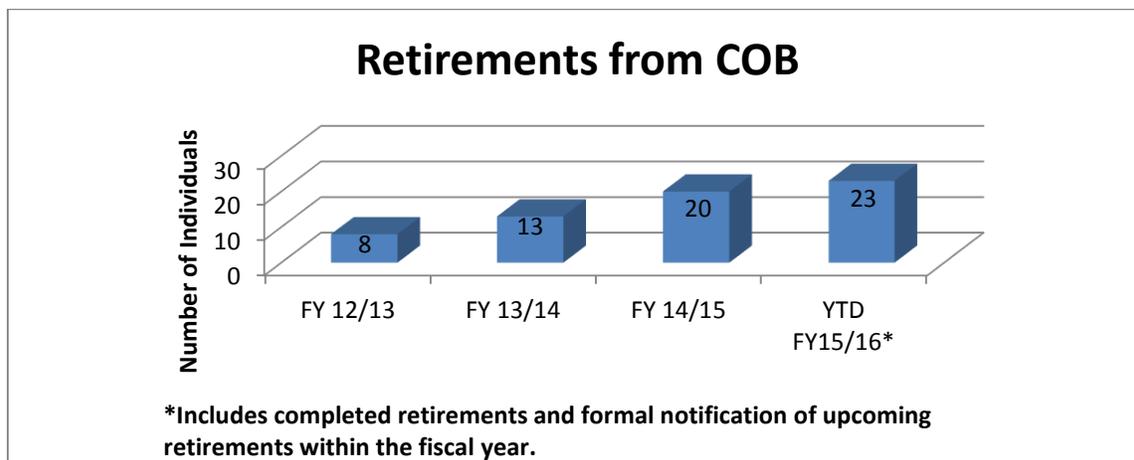
The City has reached a tentative agreement with Unit 21 whose contract expired on May 1, 2014. Negotiation dates have yet to be determined for Sergeants and Lieutenants. The City and Local 49 continue to negotiate for a new contract.

<b>Non-Sworn Bargaining Units</b>	<b>Contract Expiration</b>	<b>Full-time Position in FY 15</b>	<b>Status</b>
<b>Local 362 Support Staff</b>	4/30/2015	30	Settled
<b>TCM Group</b>	4/30/2017	16	Settled
<b>Lodge 1000</b>	4/30/2016	38	Settled
<b>Local 699 Library</b>	4/30/2017	38	Settled
<b>Local 699 PW/Pks</b>	4/30/2017	108	Settled
<b>Local 362 Parking</b>	4/30/2015	4	Settled
<b>Local 362 Inspectors</b>	4/30/2015	15	Settled
<b>IATSE</b>	4/30/2017	0	Settled
<b>Sworn Bargaining Units</b>			
<b>Fire Local 49</b>	4/30/2015	106	Currently Negotiating
<b>Unit 21 (Police)</b>	4/30/2014	103	Tentative agreement
<b>Sgts and Lts</b>	4/30/2014	21	Pending Negotiations

- The City's United Way campaign kicked off in November. Human Resources distributed and collected pledge forms, which allow employees to contribute to United Way through payroll deduction. City employees pledged \$3,533 for 2016.
- Employee Activities Committee (EAC) members sold turkey cards to raise funds for the Give Thanks initiative, which supports Home Sweet Home and The Midwest Food Bank. Each card sold provides a hot Thanksgiving meal for someone who is hungry in our community. The City raised over \$300.
- The EAC held a food drive to support Home Sweet Home.
- The EAC organized a trivia night for City employees. Ten teams (fifty-two people) participated in the event, which was held at Dr McKays.

## Compensation and Benefits

- **Affordable Care Act 1095 Reporting and Shared Responsibility Requirements** - Beginning in January 2016 employers will be required to prepare notices for each employee and to report to the IRS information concerning insurance enrollment. In conjunction with Finance HR has contracted with Sikich to assist the City in producing the required forms and IRS reporting in early 2016. HR has begun working with Sikich and Finance as needed during the next few months to prepare this documentation.
- **Open Enrollment** – Staff has begun working with consultants and receiving insurance renewal information for 2016. Finalizing premiums and contracts (including Council memos and approval), updating systems and employee communications will take place over the next few months in preparation for annual open enrollment in December.
- **Retirements** - The following graph updates the numbers of retirements from the last report. Each retiring employee meets with City staff at least once to be guided through the retirement process and learn about insurance continuation privileges. Several employees in addition to those counted on the graph have met with HR staff concerning retirement options. FY 15/16 retirements and formal notifications have already exceeded the number for all of last fiscal year.



- **Ongoing projects**
  - Time and Attendance system vendor RFP preparation – on hold
  - Open enrollment planning and implementation
  - Implementation of Affordable Care Act reporting required by the IRS in early calendar 2016 (with Finance).

## **Employee Wellness**

- In honor of Diabetes Awareness Month, staff coordinated free glucose and cholesterol screenings to help employees assess their risk for diabetes. Screenings included blood pressure, total cholesterol, HDL, LDL, cholesterol ratio, triglycerides, and blood glucose. A health coach reviewed results with employees and answered questions. The screening was also an opportunity for employees who participated in the screenings at the Wellness Fair to check on progress.
- Offered three exercise classes: Refresh & Restore Yoga, Mind/Body Strength, and Workplace Workout. The City partners with the Health Department to offer classes at the lunch hour or after work.
- Organized two lunch and learn classes for employees: Healthy Holiday Helper, and Nuts, Seeds, Fats, and Oils.

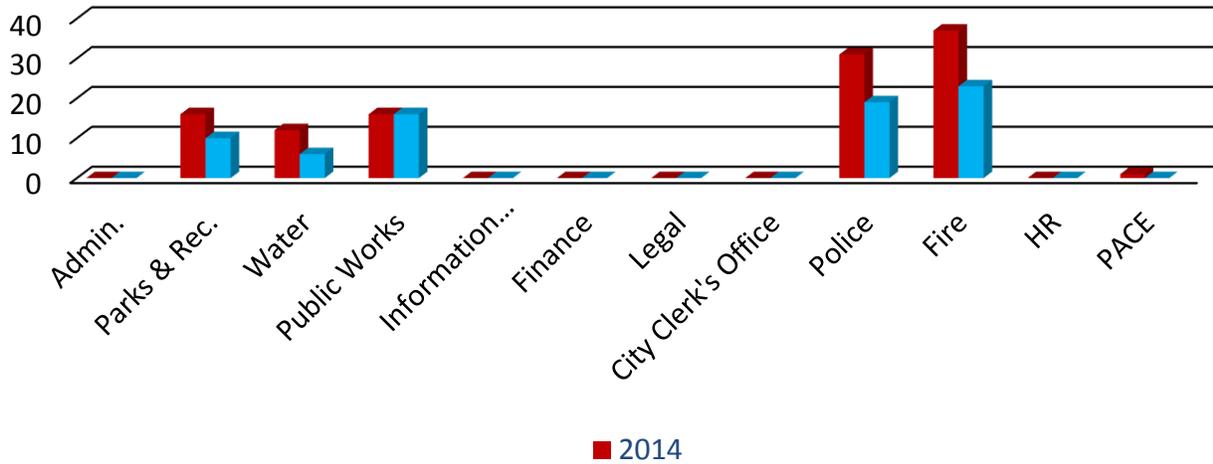
## **Training and Development**

- Human Resources conducted training on the four new policies on Workplace Bullying, Workplace Violence, Anti-Harassment and Dress Code at Prairie Vista on August 20, 2015. This training was attended by our Classified Supervisors. Training on these policies for our employees have begun.
- Encouraged employees to take advantage of the free webinar offerings from our Employee Assistance Program with Bensinger, DuPont and Associates (BDA). All webinars are recorded and archived on BDA's website.

## Employee Safety

*Employee Safety is the top priority in everything we do, as our employees are our greatest asset. Without them, we cannot not serve the members of the community with the highest level of quality that they deserve. We strive to continuously improve our safety culture and performance.*

### OSHA Recordable Injuries by Dept. Jan 14' to Nov 14' vs. Jan 15' to Nov 15'



#### City Wide OSHA Recordable Injuries Dashboard Jan 14' to Nov 14' vs. Jan 15' to Nov 15'





## Information Services Department

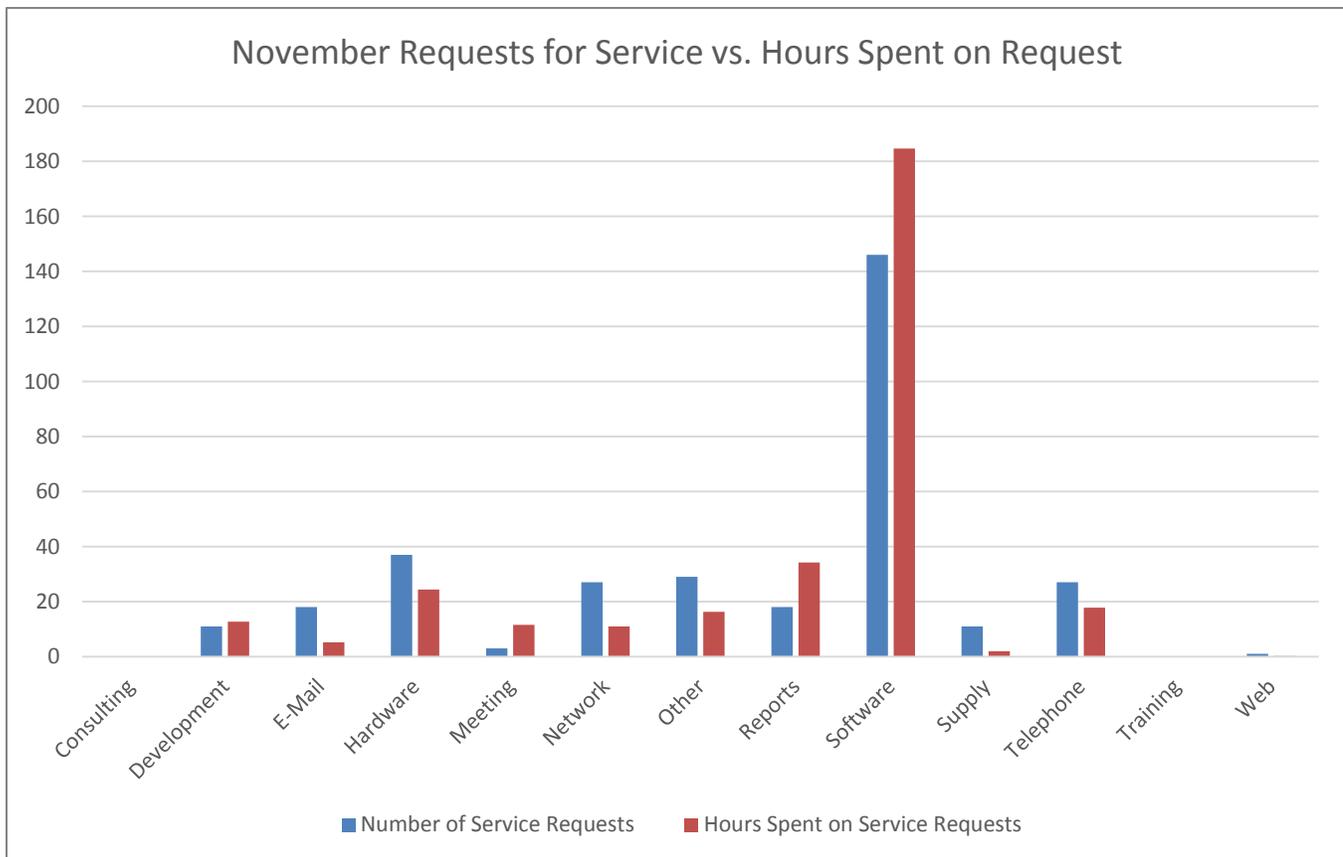
## Department Director



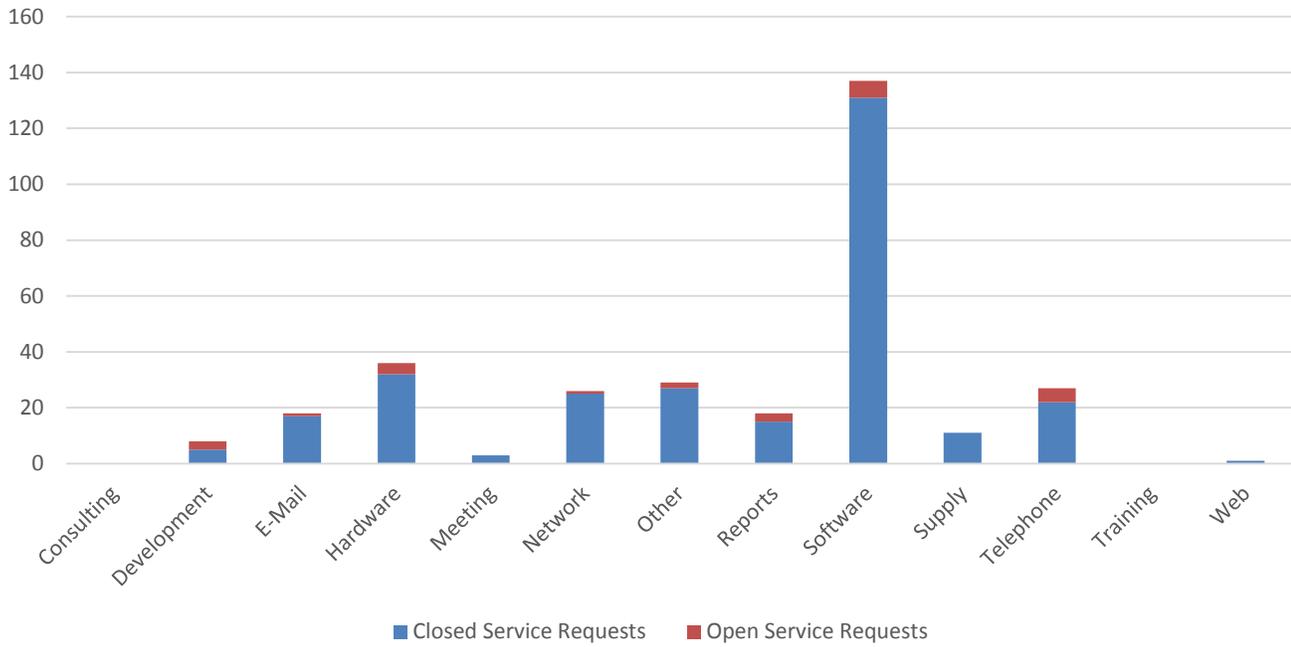
Scott Sprouls

November 2015 Edition

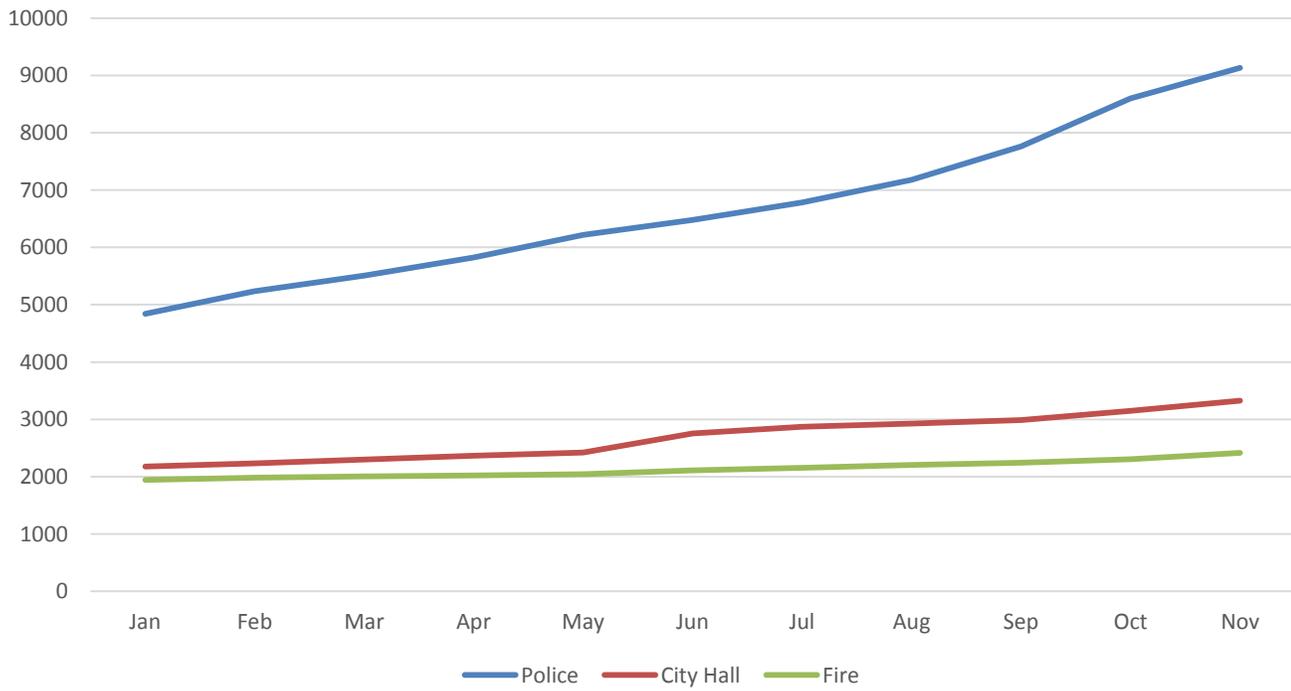
### Information Services Workload

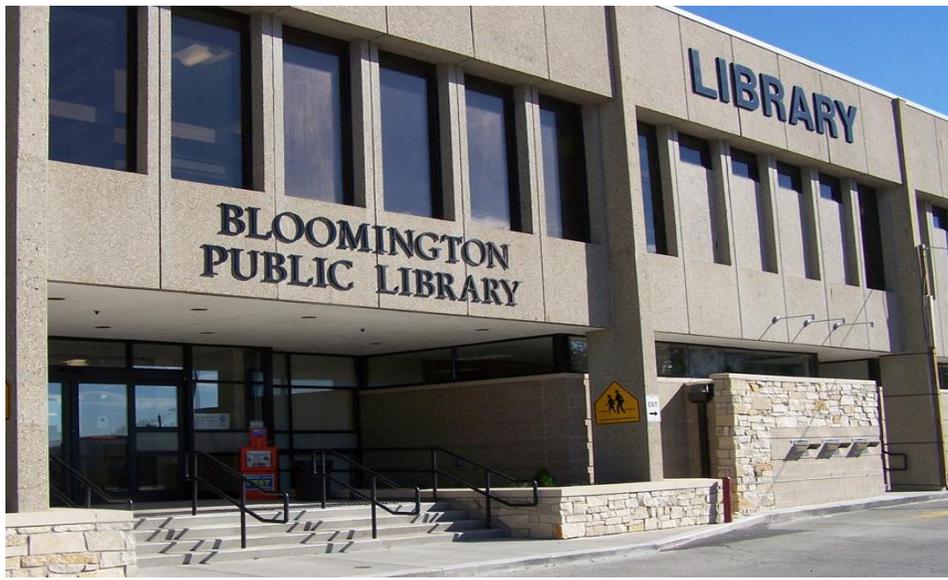


### November 2015 Closed Service Requests



### City Facebook Activity





# Library Director

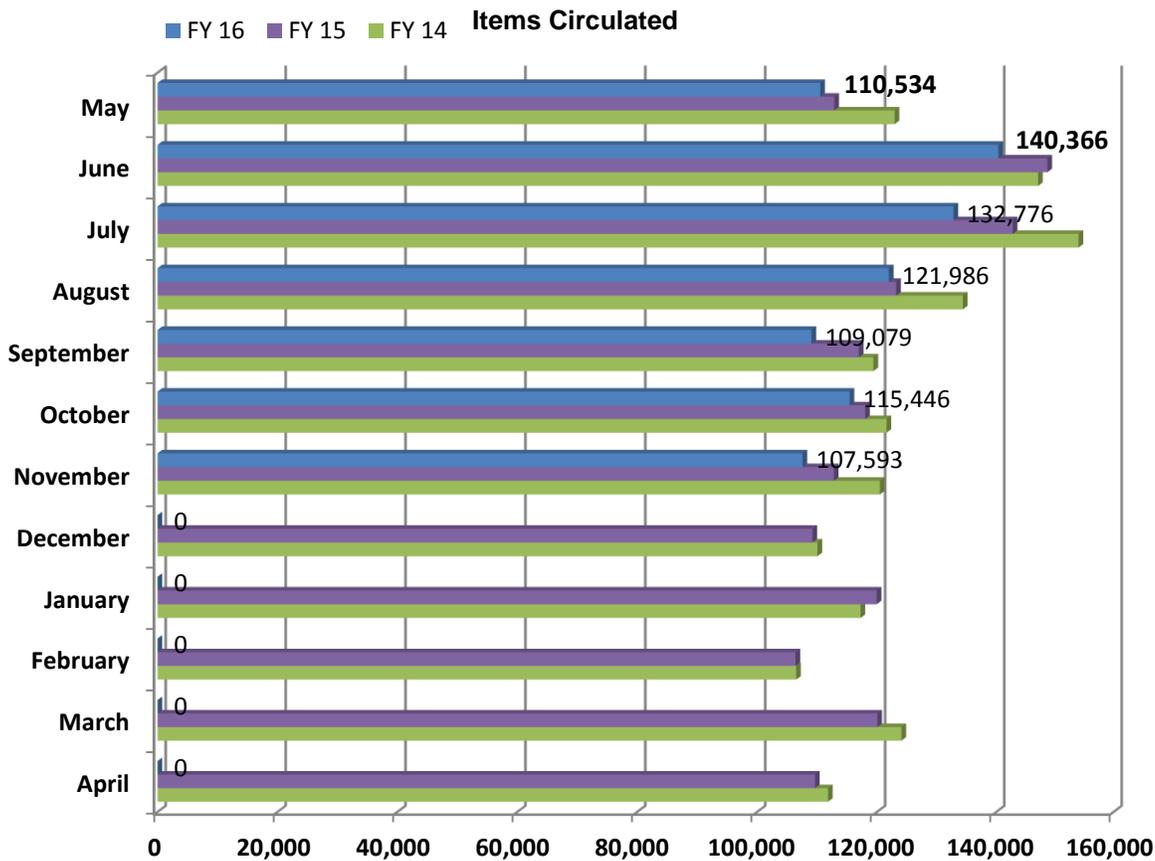


Georgia Bouda

Library

November 2015 Edition

Customers borrowed 107,593 items in November, 2015 which is less than the 112,807 items borrowed in November, 2014. There were 33,230 visitors to the Library in November, 2015 compared to 28,939 in November, 2014. Staff answered 3,998 questions from customers this month compared to 4243 questions answered in November, 2014.



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to 28,939 in November, 2014. Staff answered 3,998 questions from customers this month compared to 4243 questions answered in November, 2014.

## **Programs and Attendance in the month of November:**

### **Children Programs and Attendance:**

Celebration of India – 187 attended

Superhero Academy – 129 attended

Cupcake Day – 80 attended

Lapsit story time – 6 sessions – 72 attended

Toddler story time – 10 sessions – 332 attended

Preschool story time – 5 sessions – 120 attended

Move and Learn story time – 3 sessions – 88 attended

Tales for Tails – 3 sessions – 49 attended

Singing Swinging Story Time – 13 attended

Early Head Start visit – 25 attended

Sheridan K visit– 65 attended

Oakland school visit – 10 attended

### **Sites visited:**

Visited Milestones Preschool – 37 attended

Visited Brigham Head Start – 2 classes – 96 attended

Visited Little Jewels Williamsburg – 47 attended

Visited Katie's Kids – 55 attended

### **Total November Children's Programs Offered:**

25 story times – 625 attended

6 programs – 445 attended

7 visits/events – 335 attended

Total – 38 programs/visits/events – 1405 customers attended

### **In December, in addition to our regular story times and programs, the following will be offered:**

Hugo Kringle – Kris Kringle's Little Brother, presented by storyteller Mike Anderson – Dec 17

### **IT Program and Attendance:**

3-D Cookie Cutter – 1 session – 24 attended



**Teen Programs and Attendance:**

Superhero magnet drop-in craft – 1 day – 8 attended

Teen librarian visited these schools for Books & Bites and to promote library events. The number of teens who attended is listed.

NCHS – 20; Chiddix – 60; Evans – 54; Kingsley – 126; Parkside – 96; BJHS--56

**Adult Programs and Attendance:**

Fiction Book Club – 1 session – 4 attended

Mystery Book Club – 1 session – 9 attended

Books on Tap book discussion – 1 session – 9 attended

SciFi Movie/Book discussion – 1 session – 6 attended

History Reads Book Club – 1 session – 17 attended

Second Wednesday Classic Movie – 1 session – 9 attended

Jim Gibbons: Similarities of Presidents Lincoln and Kennedy – 1 session – 31 attended

Centerpiece Arranging with U of I's Mclean County Extension office – 1 session – 11 attended

DIY Christmas Ornament – 1 session – 8 attended

Small Business with SCORE: Working with the Government – 1 session – cancelled due to presenter emergency

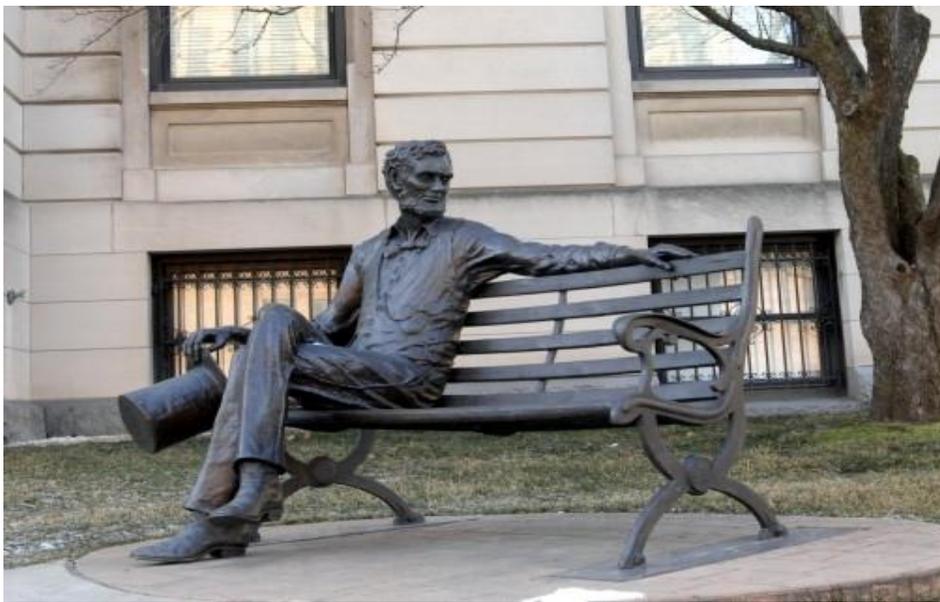
History of Comic Book Super Heroes with Terry Fisk – 1 session – 11 attended

Computer 101: Social Media – 1 session – 8 attended

Brew, Tour, and Pair series

Beer and Food Pairings – 1 session – 21 attended

There were 16 individual appointments with an Adult Services staffer. Topics: ebooks, email & basic computer use, Facebook, resumes & job applications.



## Community Development Director



**Tom Dabareiner**

November 2015 Edition

## Community Development

### Permit Reports

	November 2015	November 2014	YTD 2015 <sup>1</sup>	YTD 2014
<b>Construction Permits<sup>2</sup></b>	607	589	7,069	7,211
<b>Building Permits<sup>3</sup></b>	215	207	2,517	2,919
<b>New Homes Built</b>	10	3	97	96
<b>Multi Family Built</b>	1 (6 units)	2	5 (14 units)	2
<b>Construction Valuation:</b>	\$8,916,000	\$6,149,000	\$97,606,000	\$77,245,000
<b>Valuation: Single Family Homes</b>	\$1,816,000	\$720,000	\$16,316,000	\$17,061,000
<b>Permit Fees Collected</b>	\$79,978	\$67,863	\$933,767	\$855,652

(1) Total of permits issued for Calendar Year to Date

(2) Includes all permits issued

(3) Only Building Permits (Residential & Commercial)

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

<u>Building/Project Description</u>	<u>Address</u>	<u>Value</u>
None		

### Code Enforcement Division

The Code Enforcement division contains our complaint resolution, rental inspection, fire inspection and Community Development Block Grant (CDBG) activities. The following information is a brief representation of the staff's activities for the month of November.

Code enforcement saw 185 new complaints in November. This represents a small drop compared with October and is due to the holiday time off and fewer numbers of weeks. Progress with Rental Housing inspections continued, with 55 completed in November, also down slightly from October.

## **Planning Division**

The planning division includes development activities in the city as well as managing the following boards and commissions: The Planning Commission, Historic Preservation Commission, and Zoning board of Appeals. These board activities include case preparation, findings of fact, conducting public hearings and preparation of minutes and council back-up reports. The following case summaries provide a synopsis of these activities for the month of November.

### ***Historic Preservation Activity***

At their meeting on November 19, 2015, the meeting concluded with Chairman Kennedy announcing his resignation due to a job relocation. In addition, a several COAs and grant requests for considered and are highlighted below:

- **BHP-40-15.** Consideration, review and approval of the application submitted by Mark Haggerty requesting a Certificate of Appropriateness for painting the Madison P. Carlock house, Queen Anne (Arthur Pillsbury, architect), c. 1894, located at 1001 East Jefferson Street in the Davis-Jefferson Historic District. **Approved 6-0.**
- **BHP-41-15.** Consideration, review and approval of the application submitted by Tom Mauer requesting a Certificate of Appropriateness for installation of an ornamental iron fence the Francis Funk house, Italianate variation, c. 1875, located at 319 East Chestnut Street in the Franklin Square Historic District. **Approved 6-0.**
- **BHP-42-15.** Consideration, review and approval of the application submitted by Tom Mauer requesting a Certificate of Appropriateness for installation of front porch railings and balusters at the Francis Funk house, Italianate variation, c. 1875, located at 319 East Chestnut Street in the Franklin Square Historic District. **Approved 6-0.**
- **BHP-43-15.** Consideration, review and approval of the application submitted by Tom Mauer requesting a Certificate of Appropriateness for a Eugene D. Funk Jr. Historic Preservation Grant for the Francis Funk house, Italianate variation, c. 1875, located at 319 East Chestnut Street in the Franklin Square Historic District. **Approved 6-0.**
- **BHP-44-15.** Consideration, review and approval of an application submitted by James B. White requesting a Certificate of Appropriateness for installation of the original porch columns on the front porch for the two story house with S-4 Historic Preservation Overlay Zoning, c. late 1850s, Italianate Style, located at 1215 East Washington Street. **Approved 6-0.**
- **BHP-45-15.** Consideration, review and approval of an application submitted by James B. White requesting a Certificate of Appropriateness widening and replacing two garage doors for the two story house with S-4 Historic Preservation Overlay Zoning, c. late 1850s, Italianate Style, located at 1215 East Washington Street. **Approved 6-0.**
- **BHP-46-15.** Consideration, review and approval of an application submitted by James B. White requesting a Eugene D. Funk Jr. Historic Preservation Grant for installation of the

original porch columns on the front porch for the two story house with S-4 Historic Preservation Overlay Zoning, c. late 1850s, Italianate Style, located at 1215 East Washington Street. **Approved 6-0.**

### ***Planning Commission Activity***

The Planning Commission did not meet in November due to lack of caseload.

### ***Zoning Board of Appeals Activity***

- **SP-04-15** Public hearing, consideration, review and approval of the petition submitted by Fred Wollrab and Carol Shepard for a Special Use for a two-family residence under the Municipal Code 44.6-8.D for the property located at 1314 Fell Avenue. Zoned R-1C, High Density Single-Family Residence District. (Ward 4). Condition added to limit the number of parking spaces to 4 per unit. **Approved 6-0**
- **SP-05-15** Public hearing, consideration, review and approval of the petition submitted by Jonah Smith for a Special Use for an Antique Store under the Municipal Code 44.4-6 D.3 where a former legal nonconforming use may be replaced with a second nonconforming use provided the second use is less nonconforming or more compatible with the district for the property located at 403-405 East Locust Street. Zoned R-3A, Medium Density Multiple-Family Residence District. (Ward 4). Condition added to limit the hours of operation. **Approved 6-0**



City Clerk

Cherry L. Lawson

November 2015 Edition

City Clerk

The City Clerk's Office provides a professional link between citizens, local governing boards and agencies of government at all levels. The Clerk's Office must remain neutral and impartial rendering equal service to all. The office strives to serve citizens and support the City with accuracy and fairness.

A lot of work of the City Clerk's Office is completed behind the scenes. People often do not realize the support provided to the Council, other City departments and the citizenry. As the first point of contact, the City Clerk's Office is the face of the City. The Clerk's Office is important due to its impact upon public perception which can be critical to the City's growth and development.

Finally, per statute the City Clerk is the "keeper of the records." Recordkeeping is a critical function. The City Clerk's Office knows the history of issues/items. The Clerk's Office knows what has been done/tried in the past.

This recordkeeping role also includes service as the City's Freedom of Information Act (FOIA) officer and Opening Meetings Act (OMA) compliance officer.

### **Monthly Highlight:**

The Clerk's Office is one of the most active departments for processing council related materials, handling records request, processing mail, assisting the community through telephone assistance and/or walk-in assistance. During the month of November, the Clerk's Office processed 120 FOIA requests which equates to a total of 152.25 hours shared across City Departments in processing those requests, completed and assembled eight (8) packets for City Council, Special Session, Work Session, Committee of the Whole and Council Retreat scheduled meetings. Clerk's Office staff is currently working to process a backlog of minutes, not previously prepared. This office also processed liquor license requests and renewals, taxi cab renewal licenses and processed new taxi cab driver applications and licenses, as well as solicitor permits. Staff has mailed approximately 500 license renewals in the following categories: Liquor License, Miscellaneous, and Amusement in preparation for the December 2015 renewal season.

# Compliments to the City

---

**From:** ruthco  
**To:** byehl@cityblm.org

---

**Date:** Wednesday, November 11, 2015 09:32AM  
**Subject:** Re: Water leaking at Oakland and Morris

History:  This message has been replied to.

---

You are most welcome. As a West Side resident, I have some sense of what you and your staff are up against with the water mains and other issues in the older neighborhoods.

Keep up the good work.

Ruth Cobb

-----Original Message-----

From: Bob Yehl <bvehl@cityblm.org>  
To: ruthco  
Sent: Wed, Nov 11, 2015 7:13 am  
Subject: Re: Water leaking at Oakland and Morris

Ms. Cobb,

Thank you for letting us know of your concern and possible water main break.

We will review the location in the field and determine what next steps are appropriate.

Thank you again.

Bob

Robert Yehl, P.E.  
Water Director  
City of Bloomington - Water Department  
603 W. Division Street  
Bloomington, IL 61701  
Ph 309-434-2426  
Fax 309-434-2833  
[byehl@cityblm.org](mailto:byehl@cityblm.org)

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To: [byehl@cityblm.org](mailto:byehl@cityblm.org)  
From: [ruthco](mailto:ruthco)  
Date: 11/10/2015 09:20AM  
Subject: Water leaking at Oakland and Morris

Hello,

During the past two days, I have driven through the intersection of W. Oakland and Morris Avenues several times, coming west on Oakland. As I've neared the intersection, I have noticed a constant presence of water that looks to be coming from a spot near the curb on

**From:** Tanya King/Cityblm  
**To:** Jeremy Haley/Cityblm@Cityblm, Bob Yehl/Cityblm@Cityblm

---

**Date:** Tuesday, November 10, 2015 02:03PM  
**Subject:** Fw: Re: PARKING TICKET

History:  This message has been replied to.

---

JUST A FYI....SEE wonderful service!! :-)

-----Forwarded by Tanya King/Cityblm on 11/10/2015 02:03PM -----

To: "Tanya King" <tking@cityblm.org>  
From: "Dan Downey"  
Date: 11/10/2015 01:51PM  
Subject: Re: PARKING TICKET

**Tanya...I have received...thank you for wonderful service...come visit us in Florida when it gets cold up there!!**

**Dan Downey**  
**Vero Beach, Florida**

----- Original Message -----

**From:** [Tanya King](#)  
**To:** [dgdowney](#)  
**Sent:** Tuesday, November 10, 2015 2:39 PM  
**Subject:** PARKING TICKET

Good afternoon,

Dan as we spoke about on the phone, ticket number F168264 has been paid and at this time has a zero balance. According to our records this was paid on 9-28-15. Please see attached documents for verification.  
Hope you have a great day!

Tanys

---

**From:** Rick Twait/Cityblm  
**To:** Bob Yehl/Cityblm@Cityblm  
**Cc:** Rick Twait/Cityblm@Cityblm

---

**Date:** Friday, November 13, 2015 02:15PM  
**Subject:** Fw: Thank you!

---

Hi, Bob

Below is for possible inclusion for wherever thank you notes go.

Thanks  
Rick

-----Forwarded by Rick Twait/Cityblm on 11/13/2015 02:13PM -----

To: Rick Twait <rtwait@cityblm.org>  
From: Liangcheng Yang  
Date: 10/09/2015 03:23PM  
Subject: Thank you!

*(See attached file: IMG\_1899.JPG)*  
*(See attached file: IMG\_1903.JPG)*  
*(See attached file: IMG\_1907.JPG)*

Hi Rick,

Thank you so much for hosting the tour. The tour was very well organized and your presentation was great. Several students really interested in working for you. If there are any position openings in the future, please feel free to contact me. Also, if there are any water or waste related research projects, I would love to collaborate with you.

Attached are three pictures. Thank you again and wish you a good weekend.

**LC (Liangcheng) Yang, PhD**

Assistant Professor,  
Department of Health Sciences  
Department of Agriculture  
Illinois State University  
Phone: (309)438-7133

---

**Letters and Comments of Praise for the Bloomington Parks, Recreation & Cultural Arts  
Department in November 2015**

***Jeff Tracta Post-Show Survey***

Awesome show! We really enjoyed it !!!

Very entertaining show. Jeff Tracta is very talented.

all 4 of us thought this show was fantastic

Tina was right not only was Jeff entertaining - but "beautiful" to look at as well! We had an awesome afternoon!

fun event, good to have something different

Found Jeff to be very entertaining and it was a fun show

Keep up the good work. Everyone at BCPA was great, as usual.

Jeff was quite amazing and a great entertainer.

Keep up the great work at getting great entertainment for reasonable ticket prices!

Fantastic show! Would go see him again!

Your volunteers are always the nicest people that you could possibly have ! Please tell them that I said so.

Enjoyed the meet and greet after the performance. Looking forward to receiving the picture with Jeff Tracta.