

PROPOSED AGENDA FOR TOWN COUNCIL MEETING

June 4, 2007

7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. OMNIBUS VOTE AGENDA
(All items under the Omnibus Vote Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussions of these items unless a Council Member so requests, in which event, the item will be removed from the Omnibus Vote Agenda and considered as the first item after approval of the Omnibus Vote Agenda.)
 - A. Approval of the Inauguration and Seating of One Trustee of the Town of Normal on May 21, 2007
Approval of the Minutes of the Regular Meeting of May 21, 2007
 - B. Approval of Town of Normal Expenditures for Payment as of May 30, 2007
 - C. Motion to Accept the Low Bid from Martin Brothers of Bloomington, Illinois in the Amount of \$18,600 for a 2007 Industrial Type 2WD Low-Boy Tractor
 - D. Motion to Accept Bids and Award the Purchase of a Single-Axle (33,000 GVWR) Dump Truck from Central Illinois Trucks in the Amount of \$111,668 and a Snowplow from Wissmiller & Evans Road Equipment, Inc. in the Amount of \$8,938 for the Public Works Street Maintenance Division
 - E. Motion to Accept a Bid and Amend the Budget for the Purchase of Two Refuse Collection Trucks from Cumberland Servicenter, Inc. in the Amount of \$449,250
 - F. Motion to Award the Bid for a Skid Steer Loader to Bobcat of Bloomington at a Net Cost of \$14,697.35
 - G. Motion to Approve a Budget Adjustment for the City Vision Cable Television Show
 - H. Resolution to Approve 2007 Hourly Rates and Direct Costs for Engineering Services from the Farnsworth Group; Lewis, Yockey & Brown, Inc; Clark-Dietz, Inc.; and Hanson Professional Services, Inc.
 - I. Resolution Authorizing the Sale of a Town-Owned Automated Teller Machine (ATM) to Landmark Credit Union in the Amount of \$15,000
 - J. Resolution Extending a Contract with American Disposal Services of Illinois, Inc. for the Transfer and Landfill Disposal of Solid Waste Collected by the Town

- K. Resolution Authorizing an Extension of the Moratz Façade Improvement Grant Program through FY 2007-2008
- L. Resolution Authorizing a \$10,000 Increase in the Town's Maximum Annual Contribution of \$10,000 for the Uptown Business Loan Program, as well as Minor Language Changes to the Program Requirements
- M. Resolution Accepting the Public Improvements in the Original Addition to Wintergreen Subdivision for Maintenance
- N. Resolution Accepting a \$250,000 Irrevocable Letter of Credit from the Developers of the Savannah Green Planned Unit Development Subdivision for Public Improvement Performance and Workmanship and Substandard Roadway Guarantees and Securities
- O. Ordinance Amending Section 11.2-2 of the Municipal Code Regarding Experimental Building Construction Method Studies

5. ITEMS REMOVED FROM OMNIBUS VOTE AGENDA

GENERAL ORDERS

- 6. Resolution to Waive the Formal Bidding Procedures and Approve a Contract with Guthoff Mehall Allen & Company, P.C. for the Auditing Services at a Total Cost Not to Exceed \$24,000 and Authorization of a Budget Amendment in the Amount of \$19,200 Using Contingency Funds
- 7. Resolution Authorizing Staff to Negotiate a Contract with CORE Construction in an Amount Not to Exceed \$11,122,847 for the Construction of the G-Block Parking Deck and Approval of Associated Budget Adjustments

NEW BUSINESS

- 8. None

MAYOR'S MOMENT

CONCERNS

ADJOURNMENT

ADDENDUM

Minutes of the May 17, 2007 Normal Zoning Board of Appeals Meeting

Omnibus Vote

INAUGURATION AND SEATING OF ONE TRUSTEE OF THE TOWN OF
NORMAL, HELD IN THE COUNCIL CHAMBERS, CITY HALL, 100 EAST
PHOENIX AVENUE, NORMAL, MCLEAN COUNTY, ILLINOIS, MAY 21, 2007.

President Koos made opening remarks.

The Deputy Town Clerk administered the Official Oath of Office to Trustee Sonja Reece.

The Trustee was then seated at the Council Table.

Ann R. Frels
Deputy Clerk

MINUTES OF THE REGULAR MEETING OF THE NORMAL TOWN COUNCIL HELD IN THE COUNCIL CHAMBERS, NORMAL CITY HALL, 100 EAST PHOENIX AVENUE, NORMAL, MCLEAN COUNTY, ILLINOIS – MONDAY, MAY 21, 2007.

1. CALL TO ORDER:

Mayor Chris Koos called the regular meeting of the Normal Town Council to order at 7:08 p.m., Monday, May 21, 2007.

2. ROLL CALL:

The Deputy Clerk called the roll with the following persons physically

PRESENT: Mayor Chris Koos and Councilmembers Sonja Reece, Adam Nielsen, Jeff Fritzen, Chuck Scott, Jason Chambers, and Cheryl Gaines. Also present were City Manager Mark Peterson, Assistant City Manager Pam Reece, Corporation Counsel Steve Mahrt, and Deputy Clerk Ann Frels.

ABSENT: Town Clerk Wendy Briggs.

3. PLEDGE OF ALLEGIANCE:

Mayor Koos led the Pledge of Allegiance to the Flag.

4. OMNIBUS VOTE AGENDA:

Mayor Koos excused himself from voting on any bills he may have incurred while performing his Mayoral duties and on any bills submitted by Vitesse Cycle Shop. Councilmember Reece excused herself from voting on any bills submitted by BroMenn Healthcare and on any bills she may have incurred while performing her duties as Councilmember.

Councilmember Fritzen excused himself from voting on any bills submitted by Bloomington Offset Process, Inc.

Mayor Koos announced that item F had been withdrawn by Staff.

Item H was removed from the Omnibus Vote Agenda.

MOTION:

Councilmember Nielsen, moved, seconded by Councilmember Gaines, the Council Approve the Omnibus Vote Agenda.

AYES: Reece, Nielsen, Fritzen, Scott, Chambers, Gaines, Koos.

NAYS: None.

Motion declared carried.

A. APPROVAL OF THE MINUTES OF THE INAUGURATION AND SEATING OF TWO TRUSTEES OF THE TOWN OF NORMAL ON MAY 7, 2007:
Omnibus Vote.

- APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MAY 7, 2007: Omnibus Vote.
- B. APPROVAL OF THE TOWN OF NORMAL EXPENDITURES FOR PAYMENT AS OF MAY 21, 2007: Omnibus Vote.
- C. MOTION TO ACCEPT BIDS AND AWARD THE PURCHASE OF A LOADER MOUNTED SNOW BLOWER FOR THE PUBLIC WORKS STREET MAINTENANCE DIVISION FROM WISSMILLER & EVANS ROAD EQUIPMENT, INC., IN THE AMOUNT OF \$52,250: Omnibus Vote.
- D. MOTION TO ACCEPT BIDS AND AWARD THE PURCHASE OF A TANDEM HOOK LIFT TRUCK FROM PETERBILT CENTRAL ILLINOIS IN THE AMOUNT OF \$36,800 AND ACCEPT A PRICE QUOTATION TO TRANSFER AN EXISTING HOOK LIFT SYSTEM FROM KOENIG BODY & EQUIPMENT, INC., IN THE AMOUNT OF \$12,816 FOR THE PUBLIC WORKS STREET MAINTENANCE DIVISION: Omnibus Vote.
- E. MOTION TO ACCEPT BIDS AND AWARD THE PURCHASE OF A WHEEL LOADER AND A BACKHOE LOADER FROM MARTIN EQUIPMENT OF ILLINOIS, INC., FOR THE PUBLIC WORKS STREET MAINTENANCE DIVISION IN THE TOTAL AMOUNT OF \$147,500: Omnibus Vote.
- F. MOTION TO ACCEPT BIDS AND AWARD THE PURCHASE OF A SINGLE-AXLE (33,000 GVWR) DUMP TRUCK FROM CENTRAL ILLINOIS TRUCKS IN THE AMOUNT OF \$99,379 AND A SNOW PLOW FROM WISSMILLER & EVANS ROAD EQUIPMENT, INC., IN THE AMOUNT OF \$8,938 FOR THE PUBLIC WORKS STREET MAINTENANCE DIVISION:
Withdrawn.
- G. MOTION TO WAIVE THE FORMAL BID PROCESS AND TO AUTHORIZE THE PURCHASE OF IN-CAR VIDEO SYSTEM FROM AMR DIGITAL FOR POLICE PATROL CARS IN THE AMOUNT OF \$123,517: Omnibus Vote.
- I. MOTION TO APPROVE THE ANNUAL STREET RESURFACING PRIORITY LIST FOR FY 2007-2008: Omnibus Vote.
- J. RESOLUTION AUTHORIZING AN AGREEMENT WITH STARK EXCAVATING, INC., FOR THE CONSTRUCTION OF FELL AVENUE FROM BEAUFORT STREET TO NORTH STREET IN THE AMOUNT OF \$874,231.75: Resolution No. 4036: Omnibus Vote.
- K. RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH E.C. DESIGN GROUP OF WEST DES MOINES, IOWA, FOR DESIGN SERVICES FOR THE IRONWOOD GOLF COURSE IRRIGATION REPLACEMENT PROJECT IN THE AMOUNT OF \$39,000: Resolution No. 4037: Omnibus Vote.

- L. RESOLUTION ACCEPTING A RIGHT-OF-WAY DEDICATION FROM DOROTHY EDWARDS FOR A PORTION OF THE PROPERTY LOCATED AT 301 WEST BEAUFORT STREET (DOT'S CUT ABOVE) IN THE AMOUNT OF \$98,000 AND AUTHORIZING THE REQUIRED BUDGET ADJUSTMENT: Resolution No. 4038: Omnibus Vote.
- M. RESOLUTION APPROVING A PRELIMINARY SUBDIVISION PLAN FOR THE TRAILS ON SUNSET LAKE AT THE NORTHEAST CORNER OF FT. JESSE ROAD AND AIRPORT ROAD: Resolution No. 4039: Omnibus Vote.
- N. ORDINANCE AMENDING THE TOWN PERSONNEL CODE – SICK LEAVE ACCRUAL FOR IMRF PENSION PURPOSES: Ordinance No. 5135: Omnibus Vote.
- O. ORDINANCE AMENDING CHAPTER 2 OF THE MUNICIPAL CODE – OFFICERS: Ordinance No. 5136: Omnibus Vote.
5. ITEMS REMOVED FROM OMNIBUS VOTE AGENDA:
- H. MOTION TO ACCEPT A PROPOSAL SUBMITTED BY HEARTLAND PARKING, INC., FOR UPTOWN PARKING MANAGEMENT SERVICES RELATED TO THE THREE PROPOSED PARKING DECKS AND TO AUTHORIZE STAFF TO NEGOTIATE A CONTRACT:
- MOTION:
- Councilmember Scott moved, seconded by Councilmember Nielsen the Council Accept a Proposal Submitted by Heartland Parking, Inc., for Uptown Parking Management Services Related to the Three Proposed Parking Decks and to Authorize Staff to Negotiate a Contract.
- Councilmember Scott commended Assistant City Manager Pam Reece and her committee for their work on this issue and for their recommendations. Councilmember Scott posed questions concerning references, further details and costs to do with this proposal. Assistant City Manager Pam Reece responded to these questions.
- City Manager Mark Peterson added that this proposal would come before Council again in June with specific details and a contract.
- Councilmember Gaines posed questions concerning parking fees to which City Manager Peterson responded, as well.
- AYES: Reece, Nielsen, Fritzen, Scott, Chambers, Gaines, Koos
NAYS: None
Motion declared carried.

GENERAL ORDERS

6. RESOLUTION APPROVING A REVISED PRELIMINARY DEVELOPMENT PLAN FOR THE CONSTITUTION TRAIL CENTRE PLANNED UNIT DEVELOPMENT (NORTHEAST CORNER OF RAAB ROAD AND MAIN STREET): Resolution No. 4040:

MOTION:

Councilmember Reece moved, seconded by Councilmember Chambers, the Council Adopt the Resolution Approving a Revised Preliminary Development Plan for the Constitution Trail Centre Planned Unit Development (Northeast Corner of Raab Road and Main Street).

AYES: Reece, Nielsen, Fritzen, Scott, Chambers, Gaines, Koos.

NAYS: None.

Motion declared carried.

7. RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH PGAV TO PERFORM TIF-RELATED PROFESSIONAL SERVICES ON PROPERTY WITHIN AND NEAR THE INTERSECTION OF MAIN STREET AND OSAGE STREET: Resolution No. 4041:

MOTION:

Councilmember Chambers moved, seconded by Councilmember Gaines, the Council Adopt the Resolution Authorizing the Execution of a Contract with PGAV to Perform TIF-Related Professional Services on Property Within and Near the Intersection of Main Street and Osage Street.

Councilmember Fritzen asked for a brief explanation of what PGAV does in relation to TIF and how PGAV would work with staff and other consultants.

City Manager Mark Peterson gave a brief explanation of what PGAV would do and how they would work with the Town on determining if TIF was feasible in this area.

Councilmember Reece commented that PGAV had excellent credentials and that it was important for this planning initiative to meld with other developments that are in progress.

AYES: Reece, Nielsen, Fritzen, Scott, Chambers, Gaines, Koos.

NAYS: None.

Motion declared carried.

8. RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH PGAV TO PERFORM TIF-RELATED PROFESSIONAL SERVICES ON PROPERTY WITHIN AND NEAR ONE NORMAL PLAZA: Resolution No. 4042:

MOTION:

Councilmember Reece moved, seconded by Councilmember Gaines, the Council Adopt the Resolution Authorizing the Execution of a Contract with PGAV to Perform TIF-Related Professional Services on Property Within and Near One Normal Plaza.

Mayor Koos stated that there was a typographical error in this resolution which had been corrected. In the third paragraph, the word investing should be investigating.

AYES: Reece, Nielsen, Fritzen, Scott, Chambers, Gaines, Koos.

NAYS: None.

Motion declared carried.

NEW BUSINESS

There was none.

9. MAYOR'S MOMENT:

Mayor Koos commented on the Congress of the New Urbanism which he and Councilmember Chambers recently attended. Mayor Koos felt that our Uptown redevelopment compares very favorably with others presented. He also stated that our Uptown redevelopment has been nominated to participate in the new Leed ND pilot program, which would qualify entire neighborhoods, not just individual structures.

10. CONCERNS:1. CONGRESS OF THE NEW URBANISM:

Councilmember Chambers agreed with Mayor Koos' previous comments and discussed the need for affordable housing in the wake of disasters such as Hurricane Katrina.

2. DUST IN NORTH NORMAL:

Councilmember Reece stated that she had been contacted concerning the dust caused by the work at the Constitution Trail Centre and asked if the area could be "sprinkled" to help with this issue. City Manager Mark Peterson indicated that that could be done.

3. UPTOWN

Councilmember Nielsen commented on how good it was to see so many people in the Uptown and commended the Staff on the level of communication concerning the development, road closures, and so on. Mayor Koos commented on the fact that parking availability was about as it had always been, and Councilmember Gaines added that with the addition of the Parkinson lot, it was even better than before. Councilmember Reece also mentioned the Webcam that is on the hotel site. City Manager Mark Peterson discussed the various projects in the Uptown area and the progress being made.

11. ADJOURNMENT:

There being no further business to come before the Council, Mayor Koos called for a Motion to Adjourn.

MOTION:

Councilmember Gaines moved, seconded by Councilmember Chambers, the Regular Meeting of the Normal Town Council be Adjourned.

AYES: Reece, Nielsen, Fritzen, Scott, Chambers, Gaines, Koos.

NAYS: None.

Motion declared carried.

Mayor Chris Koos adjourned the regular meeting of the Normal Town Council at 7:30 p.m., Monday, May 21, 2007.

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
<u>General Fund Mayor & Council Administration</u>		
BEER NUTS INC	JAPAN GIFTS	\$267.34
TIMOTHY KENT	FRAMING POSTER FOR JAPAN	\$340.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$2,972.00
KOOS, CHRIS	US CONF OF MAYORS & CNU R	\$2,141.27
SECRETARY OF STATE	PLATE RENEWAL - MAYOR'S C	\$80.00
General Fund Mayor & Council Administration Total		\$5,800.61
<u>General Fund Administration - City Mgr Boards & Commissions</u>		
CULTURAL FESTIVAL INC.	CULTURAL FEST BOOTH	\$25.00
T/N PETTY CASH-FINANCE DEPT	SAFETY TRAINING REFRESHME	\$8.75
General Fund Administration - City Mgr Boards & Commissions Total		\$33.75
<u>General Fund Administration - City Mgr Uptown Project</u>		
JIM ULAVEGE SIGNS	TRAIL CLOSED (UPTWN)	\$450.00
AMERENIP	108 E BEAUFORT	\$159.17
SLB OF CENTRAL ILLINOIS LLC	UAC LUNCHEON	\$120.52
MATHIS KELLY CONSTRUCTION	ENGRS TAPE (UPTWN PROJ)	\$24.20
SURVEY INSTRUMENT CONSULTANTS	MEASURE WHEEL (UPTWN)	\$68.50
General Fund Administration - City Mgr Uptown Project Total		\$822.39
<u>General Fund Administration - City Mgr City Manager</u>		
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$13,264.00
General Fund Administration - City Mgr City Manager Total		\$13,264.00
<u>General Fund Administration - City Mgr General Expense Dept.</u>		
TWIN CITY AWARDS	LENGTH OF SRV AWARDS	\$1,050.00
REBEKAH STRACK	MEJER GIFT CARD SMALLEY	\$20.00
REBEKAH STRACK	TABLE COVERS EAC	\$79.96
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$70,989.00
W M PUTNAM COMPANY	SAF DISPLAYS	\$1,557.00
JOURNAL COMMUNICATIONS INC	IMAGES OF MCLEAN COUNTY A	\$3,845.00
UNITED STATES POSTAL SERVICE	SPRING 2007 NEWSLINE MAIL	\$2,580.81
INTERSTATE CENTER INC	ROOM RENTAL FEES	\$650.00
Project Oz	MAY 07 GRANT	\$8,500.00
SLAGELL, ALAN	AUCTIONEER SERVICES	\$554.90
CITY OF BLOOMINGTON	FOOD/BEV TAX PROCESS FEE	\$781.82
COUNTRY ACRES LAND CORP	SALES TAX REBATE-2ND QTR	\$143,103.09
MCLEAN COUNTY COLLECTOR	FIRE DEPT CELL TOWER	\$396.60
HOME DEPOT (FINANCE USE ONLY)	QTRLY SALES TAX REBATE	\$17,628.30
MR JEFF PROCHNOW	FILING FEE REFUND	\$100.00
ANN WEBER	TREE PLANTING PROGRAM REI	\$60.00
NORTHWEST SCHOOL	NORTHWEST SCHOOLS #26036	\$15.00
GABRIELLA MILLER	FAIRVIEW DAY CAMP REFUND	\$940.00
WOODLAND ELEMENTARY	OVERPAID FOR FIELD TRIP	\$6.00
MCLEAN COUNTY TITLE CO	TITLE WK-305 S LINDEN/102	\$507.00
LINDEN CONDO ASSOCIATION	ASSOC FEES - 305 S LINDEN	\$600.00
SOUNDARARAJAN, KALYANA	SALE: 305 S LINDEN #102	\$114,958.42
TOWN OF NORMAL	SHOPPES @ CH - REBATE	\$37,649.42
General Fund Administration - City Mgr General Expense Dept. Total		\$406,572.32
<u>General Fund Town Clerk Administration</u>		
T/N PETTY CASH-FINANCE DEPT	RECORDING FEES	\$224.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$7,288.00
General Fund Town Clerk Administration Total		\$7,512.00
<u>General Fund Corporation Counsel Administration</u>		
MILLER & VAN EATON, P.L.L.C.	CABLE FRANCHISE APPEAL	\$500.00
ILLINOIS STATE BAR ASSOCIATION	KARPLUS 35436	\$320.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$9,893.00
WEST GROUP	WLEC ONLINE CLE PASS-MAY	\$85.40
General Fund Corporation Counsel Administration Total		\$10,798.40
<u>General Fund Facility Management Administration</u>		
AMERENIP	ELECTRIC SERVICE	\$2,661.84
AMERENIP	ACCT 78549-69002	\$118.08

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
AMERENIP	ELECTRIC SERVICE	\$87.24
AMERENIP	ACCT 09260-85004	\$15.41
NICOR GAS	ACCT 49-14-49-1000 4 AMTR	\$94.22
MENARDS	TOILET, SAWHORSE KIT	\$167.78
MENARDS	OAK QTR RND, RED OAK BDS,	\$175.84
MENARDS	OAK MLDG, RED OAK BDS	\$125.94
MOHR WINDOW & DOOR INC	AQUATEX PATTERN GLASS	\$12.46
RANEY TERMITE CONTROL INC	GENERAL SRV - CAC	\$50.00
RANEY TERMITE CONTROL INC	MONTHLY SRV - THEATER	\$33.00
REED ELECTRIC INC	REPLACE BREAKER- THEATER	\$76.00
INTERSTATE ALL BATTERY CENTER	1.2V & 6V BATTERIES	\$204.70
BARCO PRODUCTS COMPANY	35"X45 & 58" MATS	\$410.24
LINDEN CONDO ASSOCIATION	LINDEN CONDO JUN07	\$600.00
CUMMINS MID-STATES POWER INC	CIRCUIT BOARD SRV - CDM	\$685.56
SUPER SIGN SERVICE	LAMPS FOR THEATER	\$62.28
THYSSENKRUPP ELEVATOR CORP	ANNUAL SAFETY TEST 5/7/07	\$185.00
XCELL MECHANICAL SYSTEMS	RTU 3A UNIT SERVICED	\$207.94
XCELL MECHANICAL SYSTEMS	MAINT CONTRACT - CAC	\$1,600.00
ILLINOIS CYCLE AND FITNESS INC	SERVICE EXERCISE EQUIP	\$175.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$33,378.00
DRUMMOND AMERICAN CORP	DIMENSION (CDM)	\$126.73
GETZ FIRE EQUIPMENT	RESTK MEDICAL - INSP	\$25.50
GETZ FIRE EQUIPMENT	RESTK MEDICAL - PD/WKOUT	\$52.00
GETZ FIRE EQUIPMENT	RESTK MEDICAL - CH/UPPER	\$65.15
MILLER JANITOR SUPPLY	RECYCLE BINS	\$239.73
MILLER JANITOR SUPPLY	RECYCLE BINS	\$79.91
MILLER JANITOR SUPPLY	GARBAGE LINERS- 33NCH	\$25.90
PRAIRIE SIGNS INC	RECYCLING CENTER SIGN	\$63.75
CINTAS CORPORATION #396	CARPET RUNNER - CDM	\$31.29
CINTAS CORPORATION #396	CARPET RUNNER - CDM	\$31.29
CINTAS CORPORATION #396	CARPET RUNNER - CDM	\$31.29
KAEB SANITARY SUPPLY INC	PAPER TOWELS - CAC	\$156.10
KAEB SANITARY SUPPLY INC	TWLS, GLV, CLEANER (CDM)	\$635.48
KAEB SANITARY SUPPLY INC	ACCUDOSE (NPD)	\$172.25
HOME DEPOT CREDIT SERVICES	SEASONAL / GARDEN (FM)	\$172.69
MIDWAY INDUSTRIES	35MR 16LL BI-PINS (CDM)	\$1,578.91
XCELL MECHANICAL SYSTEMS	INSTALL HVAC CNTROLS-CDM	\$9,106.35
General Fund Facility Management Administration Total		\$53,720.85
<u>General Fund Finance Administration</u>		
BUREAU OF THE PUBLIC DEBT	TREASURY DIRECT FEE	\$25.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$36,704.00
General Fund Finance Administration Total		\$36,729.00
<u>General Fund Purchasing Office Supply</u>		
W M PUTNAM COMPANY	SUPPLIES - CDM	\$35.96
W M PUTNAM COMPANY	CLIPS,PENS,TAPE-211 ANNX	\$17.61
W M PUTNAM COMPANY	SUPPLIES - C HALL	\$231.95
W M PUTNAM COMPANY	SUPPLIES - 611 ANNEX	\$337.71
W M PUTNAM COMPANY	STAPLES - 611 ANNEX	\$2.81
QUILL CORPORATION	PENS, NOTE BK, MEMO BK	\$202.83
QUILL CORPORATION	WINDOW ENVELOPES	\$164.90
QUILL CORPORATION	DVD+R 50 PK	\$18.99
QUILL CORPORATION	CREDIT - DVD+R 50PK	(\$11.40)
QUILL CORPORATION	BRWN ENV, POCKET FILES	\$285.93
QUILL CORPORATION	MEMOREX,DRWR ORG,FOLDERS	\$113.44
QUILL CORPORATION	CREDIT-3 BOXES ENVELOPES	(\$116.97)
QUILL CORPORATION	3 BOXES OF ENVELOPES	\$116.97
QUILL CORPORATION	CASIO PRINTING CALCULATOR	\$69.99
MIDLAND PAPER	20 CT COPY PAPER	\$900.00
General Fund Purchasing Office Supply Total		\$2,370.72

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
<u>General Fund Purchasing Administration</u>		
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$2,988.00
General Fund Purchasing Administration Total		\$2,988.00
<u>General Fund Information Technology Administration</u>		
CDW GOVERNMENT INC	BROTHER DR-400 DRUM (2)	\$255.03
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$8,649.00
VERIZON NORTH	ACCT 12 1184 2781306525 0	\$299.64
VERIZON NORTH	ACCT 12 9000 2760082679 0	\$8,021.36
A5.COM LLC	T1 TO COUNTY ACCT 9354 MY	\$471.00
SPRINT	ACCT 0618356827-1 KOOS	\$117.20
PEN-LINK LTD	PEN-LINK VRS SOFTWARE	\$2,300.00
CDW GOVERNMENT INC	PVC CARDS	\$371.66
GOVCONNECTION INC	DVD LENS CLEANER	\$26.78
GOVCONNECTION INC	HP COLOR INK CARTRIDGES	\$57.38
PEN-LINK LTD	PEN-LINK VRS SOFTWARE	\$4,945.00
General Fund Information Technology Administration Total		\$25,514.05
<u>General Fund Human Resources Administration</u>		
Sandy Fedden	WELLNESS REIMB	\$93.60
Pamela Reece	WELLNESS REIMB	\$93.60
Ann Frels	WELLNESS REIMB	\$93.60
Wendy Briggs	WELLNESS REIMB	\$93.60
Irv Klimkewicz	WELLNESS REIMB	\$93.60
Ladeen Finley	WELLNESS REIMB.	\$93.60
Marilyn Choat	WELLNESS REIMB.	\$93.60
Wanda Vandegraft	WELLNESS REIMB.	\$93.60
Becky Strack	WELLNESS REIMB.	\$93.60
Mark Peterson	WELLNESS REIMB.	\$93.60
Alan Slagell	WELLNESS REIMB.	\$25.20
BROMENN MEDICAL GROUP	DRUG TESTS, BAT	\$185.00
AMERICAN ADMINISTRATIVE GROUP INC	FLEXIBLE SPENDING ADMIN	\$418.50
CAMPION,BARROW & ASSOCIATES	PSYC TESTS	\$790.00
IPMA	IPMA-HR ANNUAL DUES/JG &	\$330.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$3,782.00
General Fund Human Resources Administration Total		\$6,466.70
<u>General Fund Inspections Administration</u>		
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$44,213.00
IL PROTECTIVE OFFICIALS CONF	IPOC REGISTRATION FEES	\$90.00
T/N PETTY CASH-FINANCE DEPT	IPIA MEETING	\$15.00
ACCUSTAR LABS	RADON TEST KIT	\$1,000.00
NATIONAL BUSINESS FURNITURE	5 DRWR CABINET W/BASE	\$1,387.00
NATIONAL BUSINESS FURNITURE	5 DRWR CABINET W/BASE	\$262.95
General Fund Inspections Administration Total		\$46,967.95
<u>General Fund Police Narcotics Enforcement</u>		
BILL'S KEY & LOCK SHOP	SERVICE - VICE SAFE	\$125.00
General Fund Police Narcotics Enforcement Total		\$125.00
<u>General Fund Police Administration</u>		
RAY O'HERRON CO INC	WIND JACKET	\$85.66
RAY O'HERRON CO INC	TWILL PANTS (3)	\$173.85
RAY O'HERRON CO INC	SHIRT,MAG HLDR,TIE CLIPS	\$71.80
RAY O'HERRON CO INC	BATON,SHIRT,MAG HLDR,	\$140.05
RAY O'HERRON CO INC	TASER CART.	\$51.92
RAY O'HERRON CO INC	SHIRTS W/ZIPPER	\$102.90
RAY O'HERRON CO INC	PANTS, SHIRTS, SGT CHVRON	\$286.45
RAY O'HERRON CO INC	BOOTS	\$92.00
RAY O'HERRON CO INC	PYTHON VEST	\$601.55
VITESSE CYCLE SHOP	WOMEN'S GLOVES	\$29.99
Officer Evan Easter	BIKE SHORTS (PANEL)	\$64.49
AMERENIP	ELECTRIC SERVICE	\$95.76
PURITAN SPRINGS WATER	SERVICE 5/04-5/31	\$72.00

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
SEYFARTH, SHAW ATTORNEYS	LEGAL FEES	\$1,293.75
U.S.BANK	CID BACKGROUND INFORMATIO	\$30.00
GALLS INCORPORATED	BIKE PANTS	\$49.99
GALLS INCORPORATED	BIKE PANTS	\$49.99
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$187,101.00
DARNALL PRINTING	ORDINANCE VIO FORMS	\$772.85
WEST GROUP	'07 IL VEHICLE CODE BOOK	\$42.50
UNIVERSITY OF ILLINOIS	FIRE/ARSON INV. III - LUD	\$250.00
U.S.BANK	MEALS/LODGING DURING TRNG	\$710.96
U.S.BANK	MEALS/LODGING DURING TRNG	\$248.13
U.S.BANK	MEALS/FUEL DURING TRNG. -	\$1,240.21
U.S.BANK	AIRFARE/FUEL AT FBI	\$526.60
U.S.BANK	MEALS/LODGING DURING TRNG	\$176.02
VOHNE LICHE KENNELS INC	REG. FOR K-9 TRAINING - R	\$450.00
Officer Chad Bock	ALTERATIONS TO CLOTHING -	\$41.00
Officer Dave Ludington	MEALS DURING ONE WEEK SCH	\$45.91
Sgt. Paul Smith	TUITION REIMBURSEMENT	\$269.74
Sgt. Steve Petrilli	MEAL DURING TRAINING	\$26.34
NATIONAL TACTICAL OFFICERS ASSOC	NTOA CONF- BAIRD, HACKMAN	\$1,000.00
LANDMARK LAUNDRY	NW SUBSTATION RENT - MAY	\$1,157.70
CHIEF SUPPLY CORPORATION	PLASTIC BADGES (1000)	\$454.99
MK BALLISTIC SYSTEMS	AERO DRAG (CS-240 RDS)	\$798.00
OFFICE DEPOT CREDIT PLAN	ADMIN SUPPLIES (FLASH ME	\$39.78
TWIN CITY AWARDS	NAME BADGE, MAILBOX- NPD	\$65.00
ULTRAMAX	AMMUNITION	\$1,074.00
SIRCHIE FINGERPRINT LABS	EVIDENCE BAGS, S/H	\$72.11
JANET'S CAKES & CATERING	RETIREMENT CAKE - NPD	\$64.71
RAY ALLEN MANUFACTURING,LLC	BODY SUIT W/ZIPPERS	\$1,789.90
General Fund Police Administration Total		\$201,709.60
<u>General Fund Fire Prevention</u>		
NATIONAL FIRE PROTECTION ASSOC	MEMBERSHIP FEE - ROSECRAN	\$150.00
NATIONAL FIRE PROTECTION ASSOC	SEMINAR FEE - R. WILD	\$1,295.00
MISC FIRE DEPT	RECERTIFICATION FEE	\$40.00
General Fund Fire Prevention Total		\$1,485.00
<u>General Fund Fire Administration</u>		
JON HAUGE	NEW BOOTS	\$110.00
RANEY TERMITE CONTROL INC	MONTHLY - NFD 3 LOCATIONS	\$96.00
SEYFARTH, SHAW ATTORNEYS	LEGAL FEES	\$1,207.50
INTL ASSOC OF FIRE CHIEFS INC	MEMBERSHIP DUES - WATSON	\$170.00
AMERENIP	ELECTRIC SERVICE	\$846.90
AMERENIP	PINE ST SIREN	\$11.43
AMERENIP	KINGSLEY ST SIREN	\$11.43
CORN BELT ENERGY CORP	W. COLLEGE SIREN	\$26.08
CORN BELT ENERGY CORP	RAAB RD SIREN	\$28.04
CORN BELT ENERGY CORP	IRONWOOD SIREN	\$25.46
CORN BELT ENERGY CORP	FIRE STATION 3	\$702.94
CORN BELT ENERGY CORP	PARKSIDE SIREN	\$26.49
CORN BELT ENERGY CORP	CIVIL DEFENSE SIREN	\$26.27
CORN BELT ENERGY CORP	SIREN MAINT - WATER TOWER	\$46.00
U S MECHANICAL SERVICES	A/C - LOUNGE (NFD-HDQ)	\$85.00
DON OWEN TIRE SERVICE	TIRE REPAIR - 3N68	\$13.88
HERITAGE MACHINE & WELDING INC	BRACKET WELDED (TRK 12)	\$35.00
SCBAS INC	VALVE KITS, BK-UP/O RINGS	\$768.09
SCBAS INC	HYDRO RETEST	\$240.00
SUPREME RADIO COMMUNICATIONS	RADIO MICROPHONE REPAIRS	\$22.50
SUPREME RADIO COMMUNICATIONS	CHARGER SERVICED	\$45.09
MIDWEST EQUIPMENT II	TEMPEST BLOWER REPAIRS	\$39.79
GLOBAL EMERGENCY PRODUCTS INC	REPAIRS - SNORKEL 10	\$316.91
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$157,170.00

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
UNIVERSITY OF ILLINOIS	FIRE/ARSON TRAINING	\$750.00
HOLIDAY INN EXPRESS-PALATINE	HOTEL ACCOMMODATIONS - JO	\$493.95
BRIAN TOBIN	FDIC FEE	\$30.00
BRIAN TOBIN	MEAL REIM-TOBIN	\$115.00
JOEL GOLLNITZ	ADVANCE MEALS - GOLLNITZ	\$300.00
INTERSTATE ALL BATTERY CENTER	9V & DBL A BATTERIES/9299	\$75.53
MERLE PHARMACY INC	BP KIT (NFD)	\$10.00
MERLE PHARMACY INC	MEDICAL SUPPLIES - NFD	\$172.25
MILLER JANITOR SUPPLY	SUPPLIES - 33NFD30	\$228.03
MILLER JANITOR SUPPLY	TP,CLNR,DISINFECT-33NFD30	\$236.50
WALMART COMMUNITY	CLEANING SUPPLIES - NFD	\$203.91
MENARDS	LP TANK EXCHANGE	\$28.48
DOUG BARNETT	FUEL REIM - BARNETT	\$55.00
General Fund Fire Administration Total		\$164,769.45
<u>General Fund Public Works Administration</u>		
AMERENIP	ELECTRIC SERVICE	\$2,009.92
MILLER JANITOR SUPPLY	SUPPLIES - 16NPW00(ADMIN)	\$243.32
MILLER JANITOR SUPPLY	TERRI WIPERS - 16NPW00	\$508.00
General Fund Public Works Administration Total		\$2,761.24
<u>General Fund Public Works Engineering</u>		
TESTING SERVICE CORP	VINEYARDS SUBDIV	\$34.50
TESTING SERVICE CORP	NORTH BRIDGE 5TH	\$34.50
TESTING SERVICE CORP	KELLY GLEN - PHASE II	\$34.50
CITYBLUE TECHNOLOGIES LLC	CONTRACT COPY CHARGE	\$174.09
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$14,649.00
CITYBLUE TECHNOLOGIES LLC	INK CARTRIDGES	\$139.85
CITYBLUE TECHNOLOGIES LLC	MAGENTA, BLK - INK CART	\$585.36
General Fund Public Works Engineering Total		\$15,651.80
<u>General Fund Public Works Equipment Maintenance</u>		
ALTORFER INC	S46 TAILGATE RETURNED	(\$115.15)
ALTORFER INC	S46 PARTS RETURN	(\$121.80)
WEST SIDE CLOTHING	COAT,SW/SHIRT-D OLSON	\$144.00
RED WING SHOE STORE	BOOTS - DAVE OLSON	\$115.20
CINTAS CORPORATION #396	TWLS/SUPPLIES - PUB WKS	\$76.53
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$16,651.00
ACE HARDWARE	TAP CARDED (S-05)	\$5.99
ALTORFER INC	SPRING A-GAS	\$108.51
AUTO GLASS CENTER	GREEN SAFETY PLATE-T10	\$291.44
CENTRAL ILLINOIS TRUCKS INC	FILL CAPS	\$39.68
CUMBERLAND SERVICENTER INC	CREDIT- DOOR LATCH	(\$64.17)
CUMBERLAND SERVICENTER INC	SCOW DOOR LATCHES (3)	\$192.51
DENNISON CORPORATION	MOTOR ASY - RES21	\$49.90
DENNISON CORPORATION	CREDIT - MOTOR ASY	(\$49.90)
DENNISON CORPORATION	LIGHT MODULE - N78	\$290.00
J MERLE JONES & SONS INC	OIL PAN PLUGS	\$37.60
J MERLE JONES & SONS INC	HUB CAP	\$20.04
MUTUAL WHEEL CO	FLEX HOSE ASSY	\$16.04
WHOLESALE DIRECT INC	SPEAKER BRKT KIT	\$104.00
JOE'S TOWING & RECOVERY	S-5 TO DENNISON FORD	\$60.00
JOE'S TOWING & RECOVERY	S11 TO AAMCO TRANSMISSION	\$50.00
JOE'S TOWING & RECOVERY	UNIT 9 - WINCH	\$70.00
LAWSON PRODUCTS INC	RGNCY DR SET, FREIGHT	\$354.94
NORTHERN SAFETY CO INC	VINYL GLV, HND TWLS	\$67.64
RUTH INDUSTRIES	NUTS-OFF (1CS)	\$232.55
INTERSTATE ALL BATTERY CENTER	BATTERY CHGR REPAIR	\$49.99
MODAL MARKETING INC	PROTECTORS MT/DMNT ENDS	\$32.00
CARQUEST AUTO PARTS OF BLM IL INC	UNV BATTERY TERMINALS	\$7.08
CARQUEST AUTO PARTS OF BLM IL INC	COM & TRACTOR BATTERIES	\$158.96
CARQUEST AUTO PARTS OF BLM IL INC	PLUGS, FUEL FILTER	\$31.16

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
CARQUEST AUTO PARTS OF BLM IL INC	MINI BULBS	\$11.80
General Fund Public Works Equipment Maintenance Total		\$18,917.54
<u>General Fund Public Works Waste Removal</u>		
NELDNER FORD SALES INC	TRUCK TEST - A17	\$29.25
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$27,183.00
CENTRAL ILLINOIS TRUCKS INC	POLE EXTENSION, 10"BRUSH	\$38.49
KEY EQUIPMENT & SUPPLY CO	SAFETY PINS, PIN SLINGS	\$85.05
General Fund Public Works Waste Removal Total		\$27,335.79
<u>General Fund Public Works Streets</u>		
NELDNER FORD SALES INC	TRUCK TEST - S19	\$19.50
NELDNER FORD SALES INC	TRUCK TEST - S26	\$19.50
AMERENIP	ELECTRIC SERVICE	\$17,192.74
CORN BELT ENERGY CORP	STREET LIGHTS	\$4,965.68
AMERENIP	ELECTRIC SERVICE	\$1,650.70
CORN BELT ENERGY CORP	TRAFFIC SIGNALS	\$578.28
REDNECK INC	2" BALL MOUNTS	\$23.22
RILCO OF PEORIA INC	5GL PAIL S/ALVANIA	\$84.40
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$123,999.00
AUTOZONE	NXT TECH,12PK COTT,EAGLE	\$38.45
BILL'S KEY & LOCK SHOP	5 STAMPED KEYS (PW)	\$8.15
BILL'S KEY & LOCK SHOP	KEYS & PADLOCKS (PW)	\$61.04
INTERSTATE ALL BATTERY CENTER	1.5V ALK BATTERIES	\$65.46
ROAD-READY SIGNS	STREET NAME SIGNS	\$369.00
ROAD-READY SIGNS	SNOW REGULATIONS SIGNS	\$397.50
MCLEAN COUNTY ASPHALT	COLDMIX / UPM	\$210.27
MCLEAN COUNTY ASPHALT	COLDMIX / UPM (STREETS)	\$159.10
MCLEAN COUNTY ASPHALT	DUMP ASPHALT	(\$7.60)
MCLEAN COUNTY CONCRETE	CONCRETE (377440,377522)	\$823.15
MCLEAN COUNTY CONCRETE	CREDIT - DUMP CONCRETE	(\$25.13)
MCLEAN COUNTY MATERIALS CO	RECYCLE ASPHALT	\$47.16
General Fund Public Works Streets Total		\$150,679.57
<u>General Fund Parks & Recreation Recreation/Youth Programs</u>		
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$1,165.00
WALMART COMMUNITY	SMALL WONDERS SUPPLIES	\$101.54
WALMART COMMUNITY	SUPPLIES	\$78.48
General Fund Parks & Recreation Recreation/Youth Programs Total		\$1,345.02
<u>General Fund Parks & Recreation Recreation/Teen Programs</u>		
WALMART COMMUNITY	SUPPLIES	\$44.66
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$1,400.00
General Fund Parks & Recreation Recreation/Teen Programs Total		\$1,444.66
<u>General Fund Parks & Recreation Rec.- Before/After School</u>		
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$1,803.00
HARBAUGH ENTERPRISES INC	PIZZA - TIME OUT PROGRAM	\$84.00
KOLDAIRE EQUIPMENT COMPANY	3CS-9OZ PLSTC CUPS	\$156.00
WALMART COMMUNITY	BSEP/ASEP SUPPLIES	\$187.32
General Fund Parks & Recreation Rec.- Before/After School Total		\$2,230.32
<u>General Fund Parks & Recreation Recreation/Special Events</u>		
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$2,844.00
General Fund Parks & Recreation Recreation/Special Events Total		\$2,844.00
<u>General Fund Parks & Recreation Recreation/Athletic Prog</u>		
AMERENIP	ELECTRIC SERVICE	\$1,237.84
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$2,509.00
BILL'S KEY & LOCK SHOP	PRESSBOX SRV - MAXWELL	\$61.50
BILL'S KEY & LOCK SHOP	KEYS (PARKS/REC)	\$14.42
General Fund Parks & Recreation Recreation/Athletic Prog Total		\$3,822.76
<u>General Fund Parks & Recreation Theater</u>		
AMERENIP	ACCT# 83436 98003 THEAT	\$790.29
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$3,008.00
REGENT BROADCASTING OF BLOOMINGTC	5/13 BUS MINUTE (69489)	\$125.00

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
INDEPENDENT MARKETING EDGE	NORMAL THEATER RENEWAL/17	\$147.50
SONY PICTURES ENTERTAINMENT	BALANCE DUE - GHOSTBUST	\$19.10
STANDARD TRUCKING COMPANY	FILM SRV: 4/13,4/27	\$74.75
TWENTIETH CENTURY FOX FILMS	NIGHT AT THE MUSEUM	\$250.00
WARNER BROS DISTRIBUTING INC	HAPPY FEET (RENTAL)	\$350.00
DHL DANZAS AIR & OCEAN	MY DREAM IS YOURS	\$103.00
DHL EXPRESS (USA) INC	FILM SHIPMENTS/112486401	\$20.11
GOLD MEDAL- CHICAGO	CONCESSIONS-SUMMER THEATR	\$819.90
PEPSI COLA GENERAL BOTTLERS	SODA,CUPS/LIDS- #63019	\$164.80
General Fund Parks & Recreation Theater Total		\$5,872.45
<u>General Fund Parks & Recreation Golf Course</u>		
NICOR GAS	IRNWD CLBHSE	\$206.25
CORN BELT ENERGY CORP	IRNWD CLBHSE	\$787.84
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$7,388.00
HEARTLAND PRINTING	GOLF SCORE CARDS (200)	\$128.17
HEARTLAND PRINTING	GOLF SCORE CARDS	\$95.94
WALMART COMMUNITY	SUPPLIES	\$20.64
WALMART COMMUNITY	SUPPLIES	\$47.16
WALMART COMMUNITY	SUPPLIES	\$67.21
WALMART COMMUNITY	SUPPLIES	\$12.92
EVERGREEN FS INC.	UNLEADED GAS (2184451)	\$594.48
EVERGREEN FS INC.	UNLEADED GAS (2184451)	\$1,540.84
WALMART COMMUNITY	12 CUP COFFEE MAKER	\$550.75
ALEXANDER LUMBER COMPANY	COUNTERTOP (IRNWD-TN002)	\$1,185.25
General Fund Parks & Recreation Golf Course Total		\$12,625.45
<u>General Fund Parks & Recreation Golf Course Maintenance</u>		
CIGCSA	2007 ANNUAL DUES	\$160.00
NICOR GAS	IRNWD MAINT	\$99.38
CORN BELT ENERGY CORP	IRNWD GOLF IRRIG	\$138.60
GETZ FIRE EQUIPMENT	RESTOCK MEDICAL - IRNWOOD	\$241.35
ILLINOIS STANDARD PARTS INC	WIRE NUT ASSORTMENT	\$55.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$2,290.00
WATER PRODUCTS CO OF ILLINOIS	S/WELD TEE, CLR CEMENT,	\$98.48
BRADFORD SUPPLY CO	PVC COUPLINGS	\$35.78
MENARDS	SUPPLIES - PARKS/REC	\$400.03
TURF PROFESSIONALS EQUIPMENT CO	ADJ PILOT VALVES	\$141.20
TURF PROFESSIONALS EQUIPMENT CO	ADJ PILOT VALVES	\$9.62
HOME DEPOT CREDIT SERVICES	RAKES,SHOVEL, NABBERS	\$159.42
EVERGREEN FS INC.	DIESEL GOLD (2184451)	\$212.79
EVERGREEN FS INC.	UNLEADED GAS (2184451)	\$835.48
EVERGREEN FS INC.	UNLEADED GAS (2184451)	\$81.00
EVERGREEN FS INC.	DITHANE,SPOTRETE-#2184451	\$996.54
EVERGREEN FS INC.	SYNC FUNGICIDE (2184451)	\$220.00
PROSOURCE ONE	HEADWAY, BANNER MAXX	\$8,400.00
PROSOURCE ONE	MEDALLION,PRIMO,REWARD	\$2,222.00
PROSOURCE ONE	FERTILIZER - IRNWD	\$651.22
LESCO INC	LAKE/POND COLORANT	\$513.68
General Fund Parks & Recreation Golf Course Maintenance Total		\$17,961.57
<u>General Fund Parks & Recreation Administration</u>		
B/N AREA SPORTS COMMISSION	SPONSOR/BANNER	\$200.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$23,050.00
DARNALL PRINTING	BUSCARDS - D WIGGS	\$48.50
Illinois State University	TOWN/GOWN-C.FARNER	\$65.00
Illinois State University	TOWN/GOWN-S.ADCKOCK	\$65.00
QUILL CORPORATION	2PLY NO-CARBON CANARY	\$97.99
General Fund Parks & Recreation Administration Total		\$23,526.49
<u>General Fund Parks & Recreation Aquatics</u>		
MINERVA SPORTSWEAR INC	AQUATIC STAFF SHIRTS	\$636.80
U S MECHANICAL SERVICES	ANNUAL HVAC - FV & DSA	\$660.00

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
U S MECHANICAL SERVICES	ANNUAL HVAC - FV & DSA	\$660.00
AMERENIP	ELECTRIC SERVICE	\$579.81
AMERENIP	ELECTRIC SERVICE	\$549.01
FASTENAL COMPANY	12" TNG/GRV PLIER, PARTS	\$22.50
JOPAC COMPANIES	STTNG GEL (FFAC)	\$3.29
CRESCENT ELECTRIC SUPPLY CO	HUBW CONN	\$3.82
M A B PAINT STORE #803	SUPPLIES (FV WTR SLIDE)	\$31.84
MENARDS	SUPPLIES - PARKS/REC	\$35.41
WEAVER'S RENT-ALL	MANLIFT (FFAC)	\$330.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$20,082.00
JEFF ELLIS & ASSOCIATES INC	UPGRADE LICENSES	\$132.00
GEORGE O. PASQUEL CO INC	60 X 24" TABLE	\$280.00
JONES AND BARTLETT PUBLISHERS INC	LIFEGUARD CERT CARDS (20)	\$199.00
MILLER JANITOR SUPPLY	SUPPLIES - FV / 16NPRFP	\$237.52
MILLER JANITOR SUPPLY	CLNR, GLVS - 16NPRFP	\$253.47
RON SMITH PRINTING CO INC	INSTRUCTOR CARDS	\$470.01
WALMART COMMUNITY	SUPPLIES	\$117.69
BASIC CHEMICAL SOLUTIONS LLC	SODIUM HYPOCHLORITE	\$1,680.00
BASIC CHEMICAL SOLUTIONS LLC	HYDROCHLORIC ACID	\$32.00
BASIC CHEMICAL SOLUTIONS LLC	HYDROCHLORIC ACID	\$211.29
BASIC CHEMICAL SOLUTIONS LLC	HYDROCHLORIC ACID	\$489.30
General Fund Parks & Recreation Aquatics Total		\$27,696.76
<u>General Fund Parks & Recreation Children's Disc Museum</u>		
ASSOC OF MIDWEST MUSEUMS	ANNUAL DUES-JUN07	\$75.00
AMERENIP	ELEC SVC 4/13-5/14 CDM	\$5,151.46
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$10,675.00
TIMES NEWSPAPERS	21ST CENTURY AD - CDM	\$449.88
WRIGHT PRINTING CO	JAPAN / NATURE ENV - CDM	\$223.17
WRIGHT PRINTING CO	ACM STICKERS (CDM)	\$29.67
PRINTEC PRESS INC	JUNE-JULY NEWSLETTER- CDM	\$2,569.00
SHARI BUCKELLEW	TRAVEL/HOTEL/MEALS ACM CO	\$1,844.99
SELECT SCREENPRINTS INC	STAFF & TODDLER SHIRTS	\$520.50
SELECT SCREENPRINTS INC	YOUTH TEENS T-SHIRTS	\$363.25
WALMART COMMUNITY	SUPPLIES	\$54.74
WALMART COMMUNITY	SUPPLIES	\$28.42
WALMART COMMUNITY	SUPPLIES	\$56.29
WALMART COMMUNITY	SUPPLIES	\$22.72
WALMART COMMUNITY	SUPPLIES	\$2.83
WALMART COMMUNITY	SUPPLIES	\$57.48
WALMART COMMUNITY	SUPPLIES	\$1.48
WALMART COMMUNITY	SUPPLIES	\$10.04
WALMART COMMUNITY	SUPPLIES	\$18.27
WRIGHT PRINTING CO	CALENDAR INSERTS - CDM	\$1,129.17
ECOLOGY ACTION CENTER	ENERGY LAB - APR07	\$675.00
DISCOUNT SCHOOL SUPPLY	CRAFT SUPPLIES - CDM	\$197.47
DISCOUNT SCHOOL SUPPLY	CRAFT SUPPLIES - CDM	\$140.91
DISCOUNT SCHOOL SUPPLY	CRAFT SUPPLIES - CDM	\$17.06
DISCOUNT SCHOOL SUPPLY	CRAFT SUPPLIES - CDM	\$161.52
DISCOUNT SCHOOL SUPPLY	CRAFT SUPPLIES - CDM	\$229.78
MUSEUM PRODUCTS COMPANY	RAINBOW GLASSES, PRISM	\$52.75
HARSH, RITA	WORKSHOPS-MAR,APR,MAY	\$750.00
VAROUJAN, DADOURIAN	FINAL PAYMENT-KAIJU DAIKO	\$725.00
ORIENT GOURMET	FOOD-JUNE 1 -JAPAN & NATU	\$749.00
SELECT SCREENPRINTS INC	STAFF & TODDLER SHIRTS	\$826.00
PANLINE USA INC	PAINT A PINWHEEL,CRAYONS,	\$144.00
PANLINE USA INC	PAINT A PINWHEEL,CRAYONS,	\$14.30
CALIFORNIA CREATIONS	TOY CARS - CDM	\$288.00
CALIFORNIA CREATIONS	TOY CARS - CDM	\$7.83
GANZ INC	TOY BEAGLES - CDM	\$216.00

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
GANZ INC	TOY BEAGLES - CDM	\$7.02
General Fund Parks & Recreation Children's Disc Museum Total		\$28,485.00
<u>General Fund Parks & Recreation Parks Maintenance</u>		
MINERVA SPORTSWEAR INC	MAINT ORANGE SHIRTS	\$919.60
MINERVA SPORTSWEAR INC	V-NECK WIND SHIRTS	\$396.00
AMERICAN PEST CONTROL	BEE/WASP SRV- SHELTERS	\$95.00
MCLEAN COUNTY ASPHALT	TRAIL - ASPHALT REMOVAL	\$316.00
U S MECHANICAL SERVICES	ICE MACHINE SRV-FV MAINT	\$85.00
SCHICHELTS NURSERY INC	TREES - IRONWOOD	\$1,040.00
SCHICHELTS NURSERY INC	TREES FOR PARKS	\$670.00
SCHICHELTS NURSERY INC	NYSSA SYLVATICA - PARKS	\$516.00
SCHICHELTS NURSERY INC	STREET TREES	\$594.00
KANKAKEE NURSERY	STREET TREES	\$115.00
KANKAKEE NURSERY	STREET TREES	\$352.00
PLATINUM FUNDING SERVICES LLC	SCRBOARD TRNSFORMRS-CHMPF	\$1,710.11
AMERENIP	ELECTRIC SERVICE	\$297.23
AMERENIP	ELECTRIC SERVICE	\$136.87
AMERENIP	ELECTRIC SERVICE	\$15.75
AMERENIP	ELECTRIC SERVICE	\$426.18
AMERENIP	ELECTRIC SERVICE	\$13.71
AMERENIP	ELECTRIC SERVICE	\$14.18
AMERENIP	ELECTRIC SERVICE	\$75.67
CORN BELT ENERGY CORP	MAXWLL W.CONCESS	\$1,365.50
CORN BELT ENERGY CORP	IRNWD BB DIAM.	\$132.12
CORN BELT ENERGY CORP	MAXWLL S.CONCESS	\$55.48
CORN BELT ENERGY CORP	SIGN W.COLL.	\$24.03
CORN BELT ENERGY CORP	HORSESHOE PIT	\$116.31
CORN BELT ENERGY CORP	SIGN-IRNWD PK	\$28.00
CORN BELT ENERGY CORP	MXWLL S-BALL	\$104.83
CORN BELT ENERGY CORP	MXWELL PK SHELTT	\$61.37
CORN BELT ENERGY CORP	MXWLL PK TENNIS	\$47.56
CORN BELT ENERGY CORP	IRNWD MAINT	\$233.38
CORN BELT ENERGY CORP	SAFETY TOWN	\$20.52
WATER PRODUCTS CO OF ILLINOIS	PARTS - AHLERS SHELTER	\$303.96
BRADFORD SUPPLY CO	CEMENT OATEY, SOLDER,	\$84.48
CRESCENT ELECTRIC SUPPLY CO	MIDGET FUSES	\$167.76
MATHIS KELLY CONSTRUCTION	14"X1" DRY CUT G/P	\$222.48
MENARDS	SUPPLIES - PARKS/REC	\$69.29
MENARDS	SUPPLIES - PARKS/REC	\$327.18
PROSOURCE ONE	FERTILIZER (ACCT-217376)	\$2,975.67
PROSOURCE ONE	DP CALCINE TOP DRESS	\$1,560.00
JOHN DEERE LANDSCAPES INC	FALCON FC/PC 6505	\$247.20
JOHN DEERE LANDSCAPES INC	FALCON FC/PC 6505	\$10.24
MOST DEPENDABLE FOUNTAINS INC	SELF CLOSING (2)	\$250.00
SECRETARY OF STATE	EZ SCREEN 500XL	\$75.00
HOMETOWN TRUE VALUE	BRUSH ASSY, SWITCH	\$75.55
MARTIN BROTHERS	ROD END, CUTTER HOU, NUT	\$123.40
MARTIN BROTHERS	CUTTER HOU (R-301 SPARE)	\$189.60
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$52,878.00
ILLINOIS PORTABLE TOILETS	MAX H/S, FELL, OAK ST	\$180.00
ALEXANDER LUMBER COMPANY	2X4 LUMBER	\$29.67
FASTENAL COMPANY	3/8 SCRW ANCH EXPND	\$74.95
FASTENAL COMPANY	KORKERS	\$44.26
FASTENAL COMPANY	PAD	\$28.73
BILL'S KEY & LOCK SHOP	SRV, DEAD BOLT LOCKS-AAC	\$117.50
BILL'S KEY & LOCK SHOP	STAMPED KEYS (PARKS/REC)	\$48.90
DRUMMOND AMERICAN CORP	CLEANING SUPPLIES	\$261.06
DRUMMOND AMERICAN CORP	SWELL SMELL, TIME-OUT	\$267.85
GETZ FIRE EQUIPMENT	RESTK MEDICAL - FV/MAINT	\$53.40

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
ILLINOIS STANDARD PARTS INC	SPECIAL BULBS, TIES,TAPE	\$76.83
ILLINOIS STANDARD PARTS INC	TAPE, HOOKS, WASHERS,	\$123.97
M A B PAINT STORE #803	CABOT WATERPROOFING,	\$20.82
M A B PAINT STORE #803	PRIMER, ACCENT BASE- DSA	\$105.30
M A B PAINT STORE #803	PAINT - DSA BATHROOMS	\$73.97
MATHIS KELLY CONSTRUCTION	STEEL-STAKE NAILS	\$46.25
MCLEAN COUNTY MATERIALS CO	OVERSIZE ROCK (TKT236095)	\$56.52
MCLEAN COUNTY MATERIALS CO	#8 STONE, OVERSIZE ROCK	\$745.54
MENARDS	SUPPLIES - PARKS/REC	\$106.28
MENARDS	SUPPLIES - PARKS/REC	\$73.70
MENARDS	SUPPLIES - PARKS/REC	\$38.05
MENARDS	SUPPLIES - PARKS/REC	\$122.54
MILLER JANITOR SUPPLY	TP DISP,DEO CAB-16NRPAP	\$123.15
MILLER JANITOR SUPPLY	WOOL SOAP PADS- 16NPRAP	\$5.91
MILLER JANITOR SUPPLY	HND SANITIZER - 16NPRAP	\$59.63
MILLER JANITOR SUPPLY	LINERS,TWLS - 16NPR00	\$80.43
MILLER JANITOR SUPPLY	GARBAGE LINERS - 16NPR00	\$92.48
MILLER JANITOR SUPPLY	PAPER TWL - 16NPRMC	\$40.58
MILLER JANITOR SUPPLY	T PAPER - 16NPRMC	\$64.04
RANEY TERMITE CONTROL INC	SRV - UNDERWOOD PARK	\$80.00
EVERGREEN FS INC.	DIESELEX GOLD (4675450)	\$773.16
EVERGREEN FS INC.	DIESELEX GOLD (4675450)	\$900.92
EVERGREEN FS INC.	DIESELEX GOLD (4675450)	\$565.47
EVERGREEN FS INC.	DIESELEX GOLD (4675450)	\$717.79
GROWING GROUNDS	DOGWOOD, STELLAR PINK	\$135.98
MILLER JANITOR SUPPLY	TP - 16NPR00 (FV MAINT)	\$64.04
SCHICHELTS NURSERY INC	QUERCUS BICOLOR	\$124.00
KANKAKEE NURSERY	FREIGHT (BOL#17285)	\$244.00
KANKAKEE NURSERY	PLANTS-HOME DEPOT MEDIAN	\$316.25
KANKAKEE NURSERY	TREES - H/DEPOT MEDIAN	\$372.00
KANKAKEE NURSERY	FREIGHT (BOL# 17370)	\$256.00
WENDELL NIEPAGEN GREENHOUSES	PETUNIAS, SUN COLEUS	\$539.45
HOMETOWN TRUE VALUE	18V HAMMER DRILL KIT	\$199.99
KANKAKEE NURSERY	PLANTS (FT JESSE PROJ)	\$2,450.00
KANKAKEE NURSERY	PARK TREES	\$771.00
KANKAKEE NURSERY	TREES/PLANTS- FT JESSE	\$350.00
General Fund Parks & Recreation Parks Maintenance Total		\$81,559.57
<u>General Fund Concessions Golf Course</u>		
WALMART COMMUNITY	SUPPLIES	\$16.37
WALMART COMMUNITY	SUPPLIES	\$66.94
PEPSI COLA GENERAL BOTTLERS	SODA,WATER- IRNWD/84871	\$133.68
WALMART COMMUNITY	SUPPLIES	\$61.84
WALMART COMMUNITY	SUPPLIES	\$166.88
WALMART COMMUNITY	SUPPLIES	\$245.56
WALMART COMMUNITY	SUPPLIES	\$202.91
WALMART COMMUNITY	SUPPLIES	\$33.52
WALMART COMMUNITY	SUPPLIES	\$48.48
WALMART COMMUNITY	SUPPLIES	\$539.13
General Fund Concessions Golf Course Total		\$1,515.31
<u>General Fund Concessions Recreation</u>		
KOLDAIRE EQUIPMENT COMPANY	DISPENSER, SUPPLIES	\$88.00
MINERVA SPORTSWEAR INC	25 CENT ROLL TICKETS	\$24.00
MINERVA SPORTSWEAR INC	25 CENT ROLL TICKETS	\$9.48
PEPSI COLA GENERAL BOTTLERS	SODA-MAX COMP / #488941	\$1,530.14
WALMART COMMUNITY	REC CONC SUPPLIES	\$1,809.64
WALMART COMMUNITY	SUPPLIES	\$21.12
General Fund Concessions Recreation Total		\$3,482.38
<u>General Fund Concessions Aquatics</u>		
MENARDS	SUPPLIES - PARKS/REC	\$94.00

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
KOLDAIRE EQUIPMENT COMPANY	PAPER PROD - FV	\$120.50
KOLDAIRE EQUIPMENT COMPANY	PAPER PROD - FV	\$120.50
PAPA MURPHYS TAKE N BAKE PIZZA	PIZZA OVEN - AAC	\$2,524.94
INTERSTATE BRANDS - BUTTERNUT	FV CONCESSION	\$300.00
INTERSTATE BRANDS - BUTTERNUT	AAC CONCESSION	\$300.00
WALMART COMMUNITY	SUPPLIES	\$953.34
General Fund Concessions Aquatics Total		\$4,413.28
General Fund		\$1,421,820.75
Motor Fuel Tax Fund Public Works Motor Fuel Tax		
ROWE CONSTRUCTION	HERSHEY ROAD PROJECT	\$276,668.14
Motor Fuel Tax Fund Public Works Motor Fuel Tax Total		\$276,668.14
Motor Fuel Tax Fund		\$276,668.14
Community Development Fd Community Development Administration		
LANDMARK LAUNDRY	MONTHLY UNITY CNTR RENT	\$1,200.00
Community Development Fd Community Development Administration Total		\$1,200.00
Community Development Fd		\$1,200.00
Metro Zone Fund Finance Metro Zone		
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$13,392.00
Metro Zone Fund Finance Metro Zone Total		\$13,392.00
Metro Zone Fund		\$13,392.00
B-N Vehicle Use Tax Fund Finance B-N Vehicle Use Tax		
BLOOMINGTON OFFSET PROCESS	USE TAX ENVELOPES (6445)	\$420.00
B-N Vehicle Use Tax Fund Finance B-N Vehicle Use Tax Total		\$420.00
B-N Vehicle Use Tax Fund		\$420.00
Capital Investment Fund Other-Capital Investment Capital Investment		
MCLEAN COUNTY TITLE CO	TITLE WORK (KRUEGER)	\$125.00
WATER PRODUCTS CO OF ILLINOIS	PARTS - OUTDOOR THEATER	\$828.00
GEORGE O. PASQUEL CO INC	36" S/S WORK TABLE (FV)	\$502.00
CRESCENT ELECTRIC SUPPLY CO	BRADY CONT WHT VINYL,	\$126.63
M A B PAINT STORE #803	PAINT & SUPPLIES (AAC)	\$58.81
MCLEAN COUNTY CONCRETE	CONCRETE	\$3,560.40
MILLER JANITOR SUPPLY	BABY CHG TABLE- 16NPRAP	\$273.86
BRANCH NICOLOFF COMPANY	HAND DRYER (DSA RESTRM)	\$355.00
MCLEAN COUNTY ASPHALT	APPLYING TACK COAT	\$9,967.00
MCLEAN COUNTY ASPHALT	APPLYING TACK COAT- TRAIL	\$9,699.00
MCLEAN COUNTY ASPHALT	TRAIL - ASPHALT REMOVAL	\$334.00
MCLEAN COUNTY CONCRETE	CONCRETE (TKT 377335)	\$189.20
Capital Investment Fund Other-Capital Investment Capital Investment Total		\$26,018.90
Capital Investment Fund		\$26,018.90
Multi-Modal Center Other-Capital Investment Multi-Modal Center		
STARK EXCAVATING INC	UPTWN UTILITY REPLACEMENT	\$1,800.00
Multi-Modal Center Other-Capital Investment Multi-Modal Center Total		\$1,800.00
Multi-Modal Center		\$1,800.00
Uptown Roads Other-Capital Investment Roads & Storm Sewers		
FARNSWORTH GROUP	UPTWN UTILITY IMPROVEMENT	\$450.00
STARK EXCAVATING INC	UPTWN UTILITY REPLACEMENT	\$119,446.20
Uptown Roads Other-Capital Investment Roads & Storm Sewers Total		\$119,896.20
Uptown Roads		\$119,896.20
Uptown Program/Planning Other-Capital Investment Consultants/Studies/Misc		
FARNSWORTH GROUP	UPTWN UTILITY IMPROVEMENT	\$270.00
MCLEAN COUNTY COLLECTOR	105 W COLLEGE	\$453.88
MCLEAN COUNTY COLLECTOR	103 W COLLEGE	\$453.88
MCLEAN COUNTY COLLECTOR	101 WEST COLLEGE	\$453.88
MCLEAN COUNTY COLLECTOR	104 BROADWAY	\$572.02
MCLEAN COUNTY COLLECTOR	106 BROADWAY	\$191.24
MCLEAN COUNTY COLLECTOR	104 NORTH STREET	\$548.74

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
MCLEAN COUNTY COLLECTOR	102 WEST NORTH STREET	\$484.42
MCLEAN COUNTY COLLECTOR	101 E COLLEGE	\$4,111.78
MCLEAN COUNTY COLLECTOR	108 EAST BEAUFORT	\$626.52
MCLEAN COUNTY COLLECTOR	207 S LINDEN	\$187.36
MCLEAN COUNTY COLLECTOR	207 S LINDEN	\$13.62
MCLEAN COUNTY COLLECTOR	102 E NORTH	\$35.60
MCLEAN COUNTY COLLECTOR	100-104 S BEAUFORT	\$39.12
MCLEAN COUNTY COLLECTOR	305 S LINDEN #101	\$2,783.18
MCLEAN COUNTY CONCRETE	CONCRETE (UPTWN)	\$189.20
FRITZEN, STEVE	205 W NORTH FACADE REDEV	\$45,000.00
TRINITY PACKAGING LLC	4 & 6FT ALUM STEP LADDERS	\$725.44
POPEJOY PLUMBING HEATING	ELEC SRV - 117,119 BEAUFT	\$14,350.00
Program/Planning Other-Capital Investment Consultants/Studies/Misc Total		\$71,489.88
Uptown Program/Planning		\$71,489.88
Hotel Conference/Parking Other-Capital Investment Hotel Site		
JQH NORMAL DEVELOPMENT LLC	MARRIOTT CONF CNTR- APR07	\$63,174.00
JQH NORMAL DEVELOPMENT LLC	MARRIOTT CONF CNTR- APR07	\$6,200.00
Hotel Conference/Parking Other-Capital Investment Hotel Site Total		\$69,374.00
Hotel Conference/Parking		\$69,374.00
Office/Retail B Other-Capital Investment Office/Retail B		
M & O ENVIRONMENTAL COMPANY	ACM REMOVAL (FEB-UPTWN)	\$23,972.06
Office/Retail B Other-Capital Investment Office/Retail B Total		\$23,972.06
Office/Retail B		\$23,972.06
2003 Bond Fund # 440 Finance Administration		
BANK ONE, NA	FACILITY COMMITMENT FEE	\$5,155.83
2003 Bond Fund # 440 Finance Administration Total		\$5,155.83
2003 Bond Fund # 440		\$5,155.83
Water Fund		
WATER PRODUCTS CO OF ILLINOIS	AMETEK VLV BOX-BOTTOM	\$988.00
NORTHERN WATER WORKS SUPPLY INC	T10 METERS	\$700.40
COONE, ROBERT E	814 HESTER REFUND	\$5.20
BANKS, HAROLD M	13 DONNA DR REFUND	\$5.84
PARKVIEW CONDOMINIUMS	101 NORTHFIELD C7 REFUND	\$9.05
KNOWLTON, CHRISTINE	1501 HANCOCK REFUND	\$86.50
STEAK AND SHAKE #0162	1510 E VERNON REFUND	\$54.62
RIDGE RENTALS	700 N ADELAIDE #95 REFUND	\$7.36
RIDGE RENTALS	700 N ADELAIDE 103 REFUND	\$4.75
JAMES A POHLMANN	101 E WILLOW REFUND	\$11.65
BC INVESTMENTS LLC	110 MERLE LN #5 REFUND	\$150.42
KULL, LESLIE	1300 DALTON DR REFUND	\$3.60
PROVANCE, GREGORY	309 N OAK REFUND	\$64.54
KEPNER, CHERYL	920 DIVISION REFUND	\$16.32
NUSSBAUM, JAY	117 CROSSING DR REFUND	\$9.05
RIDGE RENTALS	700 N ADELAIDE 24 REFUND	\$4.75
RIDGE RENTALS	700 N ADELAIDE 38 REFUND	\$4.75
RIDGE RENTALS	700 N ADELAIDE 47 REFUND	\$4.75
RIDGE RENTALS	700 N ADELAIDE 115 REFUND	\$4.75
DURFEE, PAUL	700 N ADELAIDE 70 REFUND	\$4.14
BRESCIA, PAUL	700 N ADELAIDE 17 REFUND	\$4.14
Water Fund Total		\$2,144.58
Water Fund Water Administration		
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$30,646.00
VERIZON WIRELESS - PA	ACCT 98315707-00001 MAY07	\$220.77
UNITED STATES POSTAL SERVICE	POSTAGE FOR MAILING UTILI	\$4,000.00
Water Fund Water Administration Total		\$34,866.77
Water Fund Water Distribution		
WEST SIDE CLOTHING	STEEL TOE BOOTS (WATER)	\$120.00
GETZ FIRE EQUIPMENT	RESTK MEDICA (WTR DIST)	\$84.30

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
JULIE INC	APRIL LOCATES (837)	\$403.58
AMERICAN WATER WORKS ASSOC	AWWA DUES PRIMARY SECTION	\$6.00
AMERENIP	ELECTRIC SERVICE	\$268.22
MCLEAN COUNTY ASPHALT	BITUMINOUS SURFACE	\$717.62
MCLEAN COUNTY ASPHALT	BITUMINOUS SURFACE	\$558.09
VALLEY VIEW INDUSTRIES INC	1" CLEAN STONE	\$614.51
ALTORFER INC	TIPS, PINS	\$34.42
ALTORFER INC	RETAINERS	\$6.62
ALTORFER INC	PIN-GET (6)	\$9.90
ALTORFER INC	RETAINER PARTS	\$19.86
ALTORFER INC	TIP IMPACT (2)	\$28.40
MUTUAL WHEEL CO	ALUM TOOL BOX	\$356.81
SAM LEMAN INC	REPAIRS - W10	\$100.00
LAWSON PRODUCTS INC	BARICADE TAPE,POP-UP BOX	\$24.00
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$75,804.00
WATER PRODUCTS CO OF ILLINOIS	48" PROBE, 6' ROD KEY	\$126.14
WATER PRODUCTS CO OF ILLINOIS	12" EXT- JERSEY/GRANDVW	\$322.67
WATER PRODUCTS CO OF ILLINOIS	MEDALLION 12" EXT	\$645.34
WATER PRODUCTS CO OF ILLINOIS	2-HOLE LIDS (25)	\$210.00
FASTENAL COMPANY	SUPPLIES (WTR-ILBLM0440)	\$432.11
LAWSON PRODUCTS INC	BARICADE TAPE,POP-UP BOX	\$167.00
LAWSON PRODUCTS INC	BARICADE TAPE,POP-UP BOX	\$167.40
LAWSON PRODUCTS INC	BARICADE TAPE,POP-UP BOX	\$181.44
LAWSON PRODUCTS INC	BARICADE TAPE,POP-UP BOX	\$233.82
LAWSON PRODUCTS INC	BARICADE TAPE,POP-UP BOX	\$34.10
MENARDS	24" BROOM	\$17.99
MENARDS	6 TN HYDRAULIC JACK	\$18.97
MENARDS	TOOLBOX, PLIERS, MS BIT,	\$99.87
NORTHERN WATER WORKS SUPPLY INC	RUBBER METER GASKETS	\$3.48
ILLINOIS STATE UNIVERSITY	TOWN & GOWN - MCCAMMON, M	\$320.00
M&M PUMP INC	PRESSURE WASHER	\$3,582.27
CLARK DIETZ INC	TOWANDA/JERSEY PIPELN RPL	\$2,774.38
Water Fund Water Distribution Total		\$88,493.31
<u>Water Fund Water Treatment</u>		
CALIFORNIA CONTRACTORS SUPPLIES INC	PIGSKIN GLOVES	\$83.88
PDC LABORATORIES INC	FLUORIDE	\$15.00
AMERENIP	ELECTRIC SERVICE	\$28,452.67
AMERENIP	511 E COLLEGE - APRIL 07	\$369.02
NICOR GAS	WEST RESERVOIR - COLLEGE	\$182.93
CORN BELT ENERGY CORP	PUMP STATION - APRIL 07	\$1,025.54
CORN BELT ENERGY CORP	BOOSTER PUMP - APRIL 07	\$503.02
CORN BELT ENERGY CORP	RECORDING EQUIPMENT - APR	\$20.93
DIRECT ENERGY SERVICES LLC	107 E MULBERRY - APRIL 20	\$518.57
EVERGREEN FS INC.	BIO-DIESEL (WTR-4675500)	\$376.38
M A B PAINT STORE #803	BASE, TRAY LINER (WTR)	\$126.05
VWR INTERNATIONAL INC	LITHIUM CHLORIDE	\$82.80
DECATUR INDUSTRIAL ELECTRIC INC	SOFTWARE, PRGRM CABLE	\$186.66
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$54,837.00
MIDWEST CONSTRUCTION RENTALS	7" GRINDER	\$150.00
DOMESTIC UNIFORM & LINEN	TWLS/SUPPLIES-ACCT 4474-1	\$22.05
AUTOZONE	OIL ABSORBANT	\$9.98
AUTOZONE	OIL ABSORBANT	\$21.97
CRESCENT ELECTRIC SUPPLY CO	TORK SPST 120V PHOTOCNTRL	\$7.25
HACH COMPANY	DO, NITRITE REAGENT	\$377.70
MATHIS KELLY CONSTRUCTION	4" WET/DRY PART	\$24.98
MCMASTER-CARR SUPPLY CO	DRAIN CLNR REPL PART	\$47.10
MCMASTER-CARR SUPPLY CO	BRASS-CASE GAUGE	\$76.24
MENARDS	QUIKRETE CONCRETE REPAIR	\$14.88
MENARDS	50HOSE, HOSE REPAIR	\$49.46

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
MENARDS	LAUNDRY TUB, PVC PIPE	\$36.53
MENARDS	PVC PARTS, CONCRETE,	\$79.15
MENARDS	DRAIN AUGER	\$6.98
MENARDS	HOSE CLAMPS, PLSTC BARB,	\$8.58
MENARDS	2-POLE BRKR, FLUSH OUTLET	\$24.53
MILLER JANITOR SUPPLY	ETCHING CMPND,PAD HLDR-	\$50.28
MILLER JANITOR SUPPLY	17" GRIT SCREENS	\$62.35
T/N PETTY CASH-WATER DEPT	PETTY CASH - WATER TREATM	\$77.65
SIEMENS WATER TECHNOLOGIES CORP	DI TANK EXCHANGE	\$169.00
MISSISSIPPI LIME COMPANY	25.90 TN LIME	\$3,007.51
MISSISSIPPI LIME COMPANY	25.64 TN LIME	\$2,977.32
MISSISSIPPI LIME COMPANY	27.32 TON LIME	\$3,172.40
JCI JONES CHEMICALS INC	CHLORINE	\$1,756.00
JCI JONES CHEMICALS INC	CHLORINE	\$1,317.00
Water Fund Water Treatment Total		\$100,327.34
<u>Water Fund Water Capital Investment</u>		
CLARK DIETZ INC	TOWANDA/JERSEY PIPELN RPL	\$1,015.40
WATER PRODUCTS CO OF ILLINOIS	10" PLUG VALVES (UPTWN)	\$1,955.89
WATER PRODUCTS CO OF ILLINOIS	10" SDR11 DIPS	\$25,441.00
WATER PRODUCTS CO OF ILLINOIS	MEDALLION	\$1,338.50
FARNSWORTH GROUP	UPTWN UTILITY IMPROVEMENT	\$2,895.21
STARK EXCAVATING INC	UPTWN UTILITY REPLACEMENT	\$315,871.74
Water Fund Water Capital Investment Total		\$348,517.74
Water Fund		\$574,349.74
<u>Sewer Fund Sewer Administration</u>		
Chris Scott	REIMBURSEMENT FOR 5 PR JE	\$161.20
MARINE BIOCHEMISTS	ALGAE TRTMNT - E IRNWD	\$3,135.00
MARINE BIOCHEMISTS	WEED/ALGAE TRTMNT-W IRNWD	\$3,774.00
AMERENIP	ELECTRIC SERVICE	\$465.52
CORN BELT ENERGY CORP	SEWER LIFT STATIONS	\$2,119.01
JULIE INC	APRIL LOCATES (837)	\$403.57
MUNICIPAL INS COOPERATIVE AGENCY	2007-2008 INS RENEWALS	\$49,746.00
MCLEAN COUNTY CONCRETE	CONCRETE (TKT-377366)	\$248.40
MENARDS	2X4X8 TEMSELECT	\$7.62
MENARDS	AIR SCRUBBER PARTS	\$8.77
MENARDS	4 TON CABLE PULLER	\$29.99
MENARDS	PLUG TAP, PLUG MPT	\$9.18
MENARDS	HOSE BARB	\$3.48
MENARDS	CREDIT - HOSE BARB	(\$1.39)
MENARDS	HOSE BARB	\$2.09
T/N PETTY CASH-FINANCE DEPT	SUPPLIES	\$28.69
EVERGREEN FS INC.	LP (PW ACCT 4675440)	\$40.30
Sewer Fund Sewer Administration Total		\$60,181.43
<u>Sewer Fund Sewer Capital Investment</u>		
CLARK DIETZ INC	FORCE MAIN ODOR CNTRL-APR	\$3,891.56
SCADAWARE INC	LIFT STATION SRV (#1403)	\$285.00
COPY SHOP	FIRESTONE SEWER PLANS	\$71.82
STARK EXCAVATING INC	UPTWN UTILITY REPLACEMENT	\$532,254.58
Sewer Fund Sewer Capital Investment Total		\$536,502.96
Sewer Fund		\$596,684.39
<u>Stormwater Management Fd Stormwater Management Administration</u>		
CLARK DIETZ INC	STORMWTR UTILITY- APRIL	\$6,251.35
Stormwater Management Fd Stormwater Management Administration Total		\$6,251.35
Stormwater Management Fd		\$6,251.35
<u>Sewer Replacement Fund Sewer Capital Investment</u>		
MARTIN EQUIPMENT OF IL INC	ADD'L SRV - J DEERE 56333	\$1,225.00
Sewer Replacement Fund Sewer Capital Investment Total		\$1,225.00

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
	Sewer Replacement Fund	\$1,225.00
<u>Health & Dental Ins Fund Administration - City Mgr Health Insurance</u>		
SUN LIFE ASSURANCE CO OF CANADA	PREMIUMS - JUNE/07	\$2,880.18
ALLIANZ LIFE INS CO OF NO AMERICA	STOP LOSS PREMIUM	\$13,707.54
INNOVANT INC	PRESCRIPTION DRUGS	\$9,107.33
INNOVANT INC	PRESCRIPTION DRUGS	\$9,016.97
CCMSI MIDLAND, LLC	PREMIUM/FEES - JUNE,2007	\$8,154.92
Health & Dental Ins Fund Administration - City Mgr Health Insurance Total		\$42,866.94
	Health & Dental Ins Fund	\$42,866.94
<u>Police Pension Fund Police Police Pension</u>		
ILLINOIS STATE TREASURER	ANNUAL COMPLIANCE FEE	\$4,029.83
BUREAU OF THE PUBLIC DEBT	ACCOUNT MAINT.FEE	\$25.00
Police Pension Fund Police Police Pension Total		\$4,054.83
	Police Pension Fund	\$4,054.83
<u>Fire Pension Fund Fire Fire Pension</u>		
ILLINOIS STATE TREASURER	ANNUAL COMPLIANCE FEE	\$3,554.50
Fire Pension Fund Fire Fire Pension Total		\$3,554.50
	Fire Pension Fund	\$3,554.50
<u>Gen Veh Replacement Fund Police Administration</u>		
PRAIRIE SIGNS INC	WHT NUMBERS/TEXT-NPD CARS	\$55.00
TRADEMARK GRAPHICS	BLK/GOLD VINYL ARCH KITS	\$1,701.85
Gen Veh Replacement Fund Police Administration Total		\$1,756.85
	Gen Veh Replacement Fund	\$1,756.85
Grand Total		\$3,261,951.36

TOWN COUNCIL ACTION REPORT

May 31, 2007

Motion To Accept The Low Bid From Martin Brothers Of Bloomington, IL In The Amount of \$18,600 For A 2007 Industrial Type 2WD Low-Boy Tractor

PREPARED BY: Garry Little, Director of Parks and Recreation

REVIEWED BY: Mark R. Peterson, City Manager

BUDGET IMPACT: Funding in the amount of \$24,000 is available in the Vehicle Reserve Fund for the 2007-08 Fiscal Year for this purchase. Accepting the low bid will, therefore, result in a \$5,400.00 budget savings.

STAFF RECOMMENDATION: Approval

BACKGROUND

The Parks and Recreation Department purchases new equipment each year to replace aging equipment that has been utilized in maintaining the Town parks and public right-of-ways. As part of the replacement process, staff prepares bid specifications for the equipment and advertises the bids in the Normalite newspaper. The bid is also published on the McLean County Chamber of Commerce website, and is sent out to bidders that have requested to be put on a list maintained by the Department.

DISCUSSION/ANALYSIS

Staff recently advertised for an industrial tractor to be used by the Park Maintenance Division. Bids from three equipment suppliers were received for the tractor and were opened on May 22, 2007 at 11:00 AM at the Normal City Hall by the Town Clerk. The following equipment companies submitted bids for the tractor.

<u>Item</u>	<u>Price</u>	<u>Company</u>
John Deere Model 5525	\$18,600	Martin Brothers Bloomington, IL
John Deere Model 5225	\$18,635	Cross Implement Minier, IL
Case JXC Model	\$19,598	Birkey's Farm Store, Inc. Hudson, IL

Staff is recommending to Council that the low bid from Martin Brothers of Bloomington, IL in the amount of \$18,600 be accepted.

TOWN COUNCIL ACTION REPORT

May 31, 2007

Motion to Accept Bids and Award the Purchase of a Single-Axle (33,000 GVWR) Dump Truck from Central Illinois Trucks in the Amount of \$111,668 and a Snowplow from Wissmiller & Evans Road Equipment, Inc. in the Amount of \$8,938 for the Public Works Street Maintenance Division.

PREPARED BY: Mike Hall, Director of Public Works

REVIEWED BY: Mark Peterson, City Manager
Pam Reece, Assistant City Manager
Al Slagell, Supervisor of Street Maintenance
Rick Worth, Supervisor of Equipment Maintenance

BUDGET IMPACT: Total Funds in the amount of \$98,600 are allocated this year in expenditure account 733-7020-431.70-20 of the General Vehicle/Equipment Replacement Fund for these purchases. The total cost of \$120,606 exceeds the amount allocated by \$22,006, however previously bid replacement equipment has been under budget, resulting in a total aggregate savings of \$194,234.

STAFF RECOMMENDATION: Approval

BACKGROUND

The Street Maintenance Division currently operates 15 dump trucks of three different sizes: six one-ton (15,000 GVWR), six single-axle (33,000 GVWR) and three tandem axle (56,000 GVWR). All these trucks are used for general utility work; are fitted with snowplows and salt spreaders for winter snow removal and ice control; and are programmed for replacement on an 8-year cycle. This truck fleet was last expanded by the purchase of one single-axle dump truck with snowplow in 2003 to bolster winter street maintenance.

For the last winter season each dump truck was programmed to service approximately 23 lane-miles of street pavement. Since 2003 when the fleet was last expanded, the Town's total street pavement network has grown by 32 lane-miles requiring the addition of another single-axle dump truck with snowplow to maintain the current level of service response.

In 2004, a single-axle dump truck was replaced in the Street Maintenance Division at a cost of \$101,249 (without trade-in value). A new snowplow was also purchased for this truck at a cost of \$8,164.50.

DISCUSSION/ANALYSIS

Six bids from four bidders were received, opened and publicly read on April 26, 2007. Two bidders provided two alternate bids using different dump body manufacturers. A summary of the bids follows:

	<u>Cab & Chassis Make/Model</u>	<u>Dump Body Manufacturer</u>	<u>Bid Price</u>
Prairie Archway International Trucks Normal, IL	International 7400	Henderson	\$112,278.00

TOWN COUNCIL ACTION REPORT

	<u>Cab & Chassis Make/Model</u>	<u>Dump Body Manufacturer</u>	<u>Bid Price</u>
Peterbilt Central Illinois Bloomington, IL	Peterbilt 340	Henderson Aristocrat	\$118,889.00 \$116,200.00
Central Illinois Trucks Normal, IL	Kenworth T300	Henderson Aristocrat	\$111,668.00 \$108,269.00
Truck Centers Inc. Morton, IL	Freightliner M2106V	Henderson	\$116,940.00

Two bids for the snowplow were also received, open and read on April 26, 2007 and are summarized below:

	<u>Manufacturer</u>	<u>Bid Price</u>
Wissmiller & Evans Road Equipment, Inc. Cooksville, IL	Bonnell	\$8,938.00
Koenig Body & Equipment, Inc. Peoria, IL	Wausau	\$9,545.00

Staff has reviewed and found the bids for both the truck and the plow acceptable except the alternate bid from Central Illinois Trucks using the Aristocrat dump body. The submitted documents for this alternate bid were not fully completed as instructed. The supplier of the body and associated equipment did not meet the Town's requirement for manufacturer's authorized installation of some of the equipment. The submitted bid material also contained some contradictions between diagrams and specifications. Staff determined that this bid does not meet all of the minimum specifications. Staff recommends that the purchase of the truck be awarded to Central Illinois Trucks for the alternate bid with the Henderson dump body in the amount of \$111,668 and the purchase of the plow be awarded to Wissmiller & Evans Road Equipment, Inc. in the amount of \$8,938.

TOWN COUNCIL ACTION REPORT

May 31, 2007

Motion to Accept a Bid and Amend the Budget for the Purchase of Two Refuse Collection Trucks from Cumberland Servicenter, Inc. in the Amount of \$449,250.

PREPARED BY: Mike Hall, Director of Public Works

REVIEWED BY: Mark R. Peterson, City Manager
Pam Reece, Assistant City Manager
Tom Ramirez, Waste Removal Supervisor
Rick Worth, Equipment Maintenance Supervisor

BUDGET IMPACT: Funds in the amount of \$441,000 have been allocated for the purchase of these trucks in account # 733-7025-432.70-10 of the General Vehicle & Equipment Replacement Fund in the current fiscal year. A budget adjustment of \$8,250 will be required.

STAFF RECOMMENDATION: Approval

BACKGROUND

The Waste Removal Division currently uses seven one-man, side-loading refuse trucks to collect household and landscape wastes. Four of these trucks were replaced last year with fully-automated loader arms in anticipation of implementing a fully automated collection program in 2011. Two additional trucks are due for replacement this year. These trucks are programmed for replacement with a five-year life.

The Town has been receiving only one bid and awarding purchases of this type of refuse truck to only one supplier, Cumberland Servicenter, Inc. of Arlington Heights, IL for the past sixteen years. This company has successfully been able to manufacture a refuse truck at competitive cost meeting the Town's specifications and standards for one-man operation.

Last year staff received written notice from Cumberland Servicenter, Inc. that several truck component suppliers were raising prices due to industry-wide increased cost of steel. Cumberland indicated that these increases would likely raise the cost of refuse collection trucks as specified by the Town from 13-15%.

DISCUSSION/ANALYSIS

The Town did receive two responses to the recent bid advertisement. McNeilus, Inc. of Dodge Center, MN responded with a "no bid" statement with a request to remain on the Town's bidder's list. The sole

TOWN COUNCIL ACTION REPORT

bid from Cumberland Servicenter, Inc. was received, opened and publicly read on May 17, 2007 and is summarized below:

	<u>Unit Price</u>	<u>Total Price (2 trucks)</u>
Crane Carrier Chassis Model LDT2-26	\$120,690.00	\$241,380.00
Labrie Express Packer with Helping Hand	\$118,135.00	\$236,270.00
Trade-In Value	\$ 14,200.00	\$ 28,400.00
Total Net Bid	\$224,625.00	\$449,250.00

Last year's replacement trucks were purchased in the net amount of \$202,605 each. This year's net bid price is 11% over last year's price.

Staff is recommending that the bid be accepted and the purchase of two refuse collection trucks for the total net cost of \$449,250 be awarded to Cumberland Servicenter, Inc. A budget adjustment of \$8,250 is required for this acquisition.

These trucks are usually delivered in about nine months from the time the order is placed.

TOWN COUNCIL ACTION REPORT

May 31, 2007

Motion to Award the Bid for a Skid Steer Loader to Bobcat of Bloomington at a Net Cost of \$14,697.35

PREPARED BY: Steve Gerdes, Water Director

REVIEWED BY: Mark R. Peterson, City Manager

BUDGET IMPACT: Funds in the amount of \$20,000 are available in account number 534-8010-434.70-20 of the Water Department Vehicle Reserve. The net purchase cost is \$5,302.65 below budget.

STAFF RECOMMENDATION: Approval

ATTACHMENTS: None

BACKGROUND

The Water Treatment Plant has a 1987 Melro Bobcat Skid Steer loader used for snow removal, moving equipment, moving chemical drums, and gravel work and dirt work at well houses. The existing unit is scheduled for replacement this year and will be traded in.

DISCUSSION/ANALYSIS

Specifications were prepared for a replacement for the 1987 Bobcat and sent to seven potential bidders. Bids were opened and read at 11:00 AM on May 29, 2007 with three bidders responding. The bids are summarized as follows.

<u>Bidder</u>	<u>Make/Model</u>	<u>Bid Price</u>	<u>Trade-in</u>	<u>Total Net Price</u>
Birkey's Const. Equip. Hudson, IL	Case/435	\$25,900.00	\$4,500.00	\$21,400.00
Altorfer Inc. East Peoria, IL	Cat/232B	\$28,000.00	\$5,500.00	\$22,500.00
Bobcat of Bloomington Bloomington, IL	Bobcat/S-175	\$19,697.35	\$5,000.00	\$14,697.35

Staff has reviewed the bids and found them to be acceptable. Staff is recommending award of the bid to Bobcat of Bloomington, at a total net price of \$14,697.35 including trade-in.

TOWN COUNCIL ACTION REPORT

May 31, 2007

Motion to Approve a Budget Adjustment for the City Vision Cable Television Show

PREPARED BY: Geoff Fruin, Assistant to the City Manager

REVIEWED BY: Pamela S. Reece, Assistant City Manager
Mark R. Peterson, City Manager

BUDGET IMPACT: A budget adjustment of \$1,000 in line 001-1030-413.30-40 is necessary to support the continuation of this program.

STAFF RECOMMENDATION: Approval

BACKGROUND

The City Vision cable television show has been running on ICN5 in the Bloomington-Normal area since 2000. This hour long show, which is produced by Twinstar Productions Inc., highlights current community events and important local government news. In 2003, both the City of Bloomington and the Town of Normal committed to provide annual funding in the amount of \$8,400 to Twinstar. The supplemental funding from the municipalities allowed Twinstar to expand and enhance the format of the City Vision program. In 2006, the both city councils approved an increase in annual funding to \$9,500.

With the supplemental funding provided by the municipalities, Twinstar has been able to expand the City Vision program from a half-hour to a full hour. Furthermore, the monies provided by Bloomington and Normal have enabled Twinstar to upgrade equipment and set operations, which has ultimately resulted in a more professional production. As part of the original funding arrangement, Twinstar also agreed to tape and produce up to five commercials each year for both municipalities. Normal has used these commercials to market a variety of programs, including the Normal Theater, the Children's Discovery Museum and our community recycling program.

Staff believes that the City Vision program is an excellent external communication tool. During the show, the Twinstar staff members report on the latest Town Council news as well as any other news that may be relevant to the residents of Normal. Town staff and Council members also tape four interview segments for each City Vision show. These personal interviews provide the Town with a great opportunity to directly inform and educate residents on various topics in a timely manner.

DISCUSSION/ANALYSIS

Due to continued rising production costs, Twinstar officials have requested an additional \$1,000 in annual funding from both Bloomington and Normal in 2007 and subsequent years. This increase would bring both Bloomington and Normal's annual contribution to \$10,500. The increase in funding would help offset cost increases that Twinstar has experienced over the last year.

TOWN COUNCIL ACTION REPORT

According to Twinstar, the funding provided by the two municipalities covers roughly one-third of the production costs of the show. Other costs are covered by Insight Communications, a federal crime prevention grant, and from channel advertisements paid by local businesses.

Staff supports the funding increase proposed by Twinstar as it is believed that the City Vision program remains a great value for the Town and its residents. The City of Bloomington is expected to consider this increase at their next Council meeting.

TOWN COUNCIL ACTION REPORT

May 31, 2007

Resolution to Approve 2007 Hourly Rates and Direct Costs for Engineering Services from the Farnsworth Group; Lewis, Yockey & Brown, Inc.; Clark-Dietz, Inc.; and Hanson Professional Services, Inc.

PREPARED BY: Gene Brown, City Engineer

REVIEWED BY: Mark R. Peterson, City Manager

BUDGET IMPACT: Paid from various Capital Investment Funds

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Resolution
Cover Letters with Proposed 2007 Hourly Rates
Summary Sheet Comparing Hourly Rates

BACKGROUND

On July 18, 2005 the Town Council approved a resolution authorizing three-year continuing service agreements with the Farnsworth Group, Lewis, Yockey & Brown, Inc., Clark-Dietz, Inc. and Hanson Professional Services, Inc. to provide engineering services to the Town to supplement the work performed by the engineering staff, and provide additional services as required. These agreements require that Council approve any increases in hourly rates and direct costs on an annual basis.

DISCUSSION/ANALYSIS

Staff requests approval of the proposed 2007 Hourly Rates and Direct Costs as submitted by each firm. Percentage increases per position vary from zero percent (0%) to nine per cent (9%) averaging approximately three per cent (3%). Main reasons for the rate increases for employee salaries are increased employee health insurance costs, and increased training and providing updated engineering technology. In the attachments you will find a list of rates and costs from each firm and a table comparing their rates.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING APPROVAL OF 2007 HOURLY RATES AND DIRECT COSTS FOR ENGINEERING SERVICES WITH THE FARNSWORTH GROUP, LEWIS, YOCKEY & BROWN, INC. CLARK DIETZ, INC. AND HANSON PROFESSIONAL SERVICES, INC.

WHEREAS, the Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, the Town of Normal desires to approve the 2007 hourly rates and direct costs for engineering services for the Farnsworth Group, Lewis, Yockey & Brown, Inc., Clark-Dietz, Inc. and Hanson Professional Services, Inc.; and

WHEREAS, it is in the best interest of the health, safety and welfare of the citizens of Normal to approve the 2007 hourly rates and direct costs for engineering with said engineering firms.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That the 2007 hourly rate and direct costs for engineering services with Farnsworth Group, Lewis, Yockey & Brown, Inc., Clark-Dietz, Inc. and Hanson Professional Services, Inc. be and the same are hereby approved. A schedule of costs is marked Exhibit "A", attached hereto and incorporated herein by reference.

SECTION TWO: That the Town Clerk be and she is hereby authorized and directed to retain the attached fee scheduled in her office for public inspection.

ADOPTED this _____ day of _____, 2007.

President of the Board of Trustees of the Town of
Normal, Illinois

ATTEST:

Town Clerk

(seal)

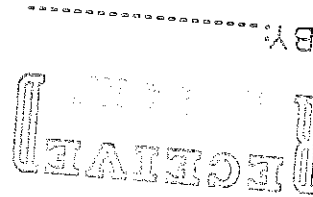
Rates for Engineering Services Per Hour
(Compares Positions with Similar Job Responsibilities)

Staff Position	Farnsworth Group						Lewis Yockey & Brown						Clark-Dietz						Hanson					
	Per Hour					Percent Change	Per Hour					Percent Change	Per Hour					Percent Change	Per Hour					Percent Change
	2003	2004	2005	2006	2007		2003	2004	2005	2006	2007		2003	2004	2005	2006	2007		2003	2004	2005	2006	2007	
Principal	\$130	\$135	\$140	\$145	\$150	3%	\$110	\$120	\$125	\$130	\$130	0%	\$140	\$145	\$145	\$155	\$165	6%	\$193	\$200	\$208	\$216	\$226	5%
Sr. Project Manager	\$112	\$115	\$120	\$125	\$129	3%							\$120	\$125	\$130	\$140	\$150	7%	\$138	\$143	\$149	\$155	\$162	5%
Project Manager	\$105	\$107	\$110	\$115	\$119	3%	\$100	\$105	\$110	\$120	\$120	0%	\$105	\$110	\$115	\$120	\$125	4%	\$116	\$120	\$125	\$130	\$136	5%
Project Engineer	\$95	\$100	\$100	\$103	\$107	4%	\$90	\$90	\$95	\$100	\$105	5%	\$90	\$95	\$100	\$105	\$110	5%	\$101	\$105	\$109	\$113	\$118	4%
Senior Engineer	\$90	\$92	\$95	\$96	\$97	1%	\$80	\$80	\$85	\$90	\$90	0%	\$85	\$85	\$85	\$95	\$95	0%	\$95	\$98	\$102	\$106	\$111	5%
Sr. Tech	\$65	\$67	\$70	\$72	\$75	4%	\$70	\$75	\$75	\$80	\$80	0%	\$70	\$80	\$80	\$95	\$95	0%	\$83	\$86	\$94	\$99	\$103	4%
Technician	\$62	\$64	\$65	\$66	\$68	3%	\$55	\$55	\$60	\$60	\$60	0%	\$60	\$60	\$60	\$60	\$60	0%	\$64	\$66	\$76	\$79	\$83	5%
Administrative Support		\$46	\$48	\$49	\$51	4%		\$40	\$45	\$50	\$50	0%		\$65	\$65	\$65	\$70	8%			\$50	\$55	\$57	4%
Mileage (per mile)			\$0.40	\$0.47	\$0.47	0%			\$0.45	\$0.48	\$0.48	0%			\$0.405	\$0.485	\$0.485	0%			\$0.405	\$0.445	\$0.485	9%
CADD Usage			\$10	\$10	\$10	0%			\$10	\$15	\$15	0%			\$20	\$20	\$20	0%			\$15	\$15	\$15	0%

ENGINEERS
ARCHITECTS
SURVEYORS
SCIENTISTS



Farnsworth
GROUP



May 23, 2007

Mr. Gene C. Brown, P.E.
Town Engineer
Town of Normal
100 East Phoenix Avenue
P.O. Box 589
Normal, IL 61761-0589

Subject: Proposed 2007 Hourly Rates for Engineering Services

Dear Gene:

Enclosed are copies of our proposed Hourly Rates for Engineering Services and Direct Costs for the coming fiscal year.

The rate increases proposed are consistent with salary increases we have made this past year. The increases reflect a cost of living increase, and the increased costs associated with attracting and retaining quality staff (including increases in health care costs). The increases also reflect the increased costs in providing the updated engineering technology and training needed to remain competitive in our industry.

I would be happy to discuss any questions or concerns with you at your convenience. Thanks for your continued confidence in us. We very much enjoy and appreciate our continuing relationship with the Town.

Sincerely,

FARNSWORTH GROUP, INC

Donald K. Rutledge, P.E.

jme

enclosures

TRA-0004-07

Farnsworth Group, Inc.
Engineers, Surveyors & Scientists
Schedule of Charges - January 1, 2007

Professional Staff – Engineering/Surveying/Commissioning	Per Hour
Engineering Intern I / Professional Intern I	\$ 78.00
Engineering Intern II / Professional Intern II	\$ 85.00
Engineer / Land Surveyor / Professional	\$ 92.00
Senior Engineer / Senior Land Surveyor / Senior Professional	\$ 97.00
Project Engineer / Project Land Surveyor / Project Professional	\$107.00
Senior Project Engineer /& Senior Project Land Surveyor / Senior Project Professional	\$119.00
Engineering Manager / Land Surveying Manager / Professional Manager	\$129.00
Principal	\$150.00
Technical Staff – Engineering/Surveying/Commissioning	
Technician I	\$ 52.00
Technician II	\$ 68.00
Senior Technician	\$ 75.00
Chief Technician	\$ 85.00
Computer Specialist	\$ 92.00
Designer and Surveyor	\$ 93.00
Senior Designer and Senior Surveyor	\$ 98.00
Project Designer and Project Surveyor	\$104.00
Senior Project Designer	\$116.00
Administrative Support	\$ 51.00
Specialists	
Project Planner	\$ 97.00
Systems Integration Intern I	\$ 78.00
Systems Integration Specialist II	\$104.00
Systems Integration Manager	\$124.00
Miscellaneous – Engineering/Architecture/Surveying/Commissioning	
Overtime Requested by Client	Negotiated
Expert Testimony	2 x billing rate
Field Vehicle & Equipment	\$ 9.50
Automobile (per mile)	\$ 0.47
CADD Computer (per hour)	\$ 10.00
Consultants & Reimbursable Expenses Related to Project *	Cost + 10%
1 Unit GPS (Maximum \$220/Day)	\$22.00/hour
2 Unit GPS (Maximum \$440/Day)	\$44.00/hour
3 Unit GPS (Maximum \$660/Day)	\$66.00/hour
Robotic Total Station	\$22.00/hour

* Includes the actual cost of blueprints, supplies, toll charges, testing services, personnel subsistence, and other costs directly incidental to the performance of the above services.

RATES EFFECTIVE UNTIL JANUARY 1, 2008 UNLESS NOTIFIED

FARNSWORTH GROUP, INC.
MAY, 2007

DIRECT COSTS – In-House

Computer Aided Design/Drafting	\$10.00/Hour
Survey Truck w/ Equipment	\$32.00/Day
Survey Truck w/ Equipment	Conus \$0.510/Mile
8 ½" x 11" Copies	\$0.10/Each
8 ½" x 11" Color Copies	\$1.95/Each
11" x 17" Copies	\$0.15/Each
11" x 17" Color Copies	\$3.00/Each
Bond Prints (<24" x 36")	\$0.40/Sheet
Bond Prints (24" x 36" and larger)	\$1.20/Sheet
Vellum Prints	\$9.00/Sheet
Mylar Prints	\$12.00/Sheet
GPS Equipment (Per Receiver)	\$22.00/Hr/Unit \$220/Day Max.
Vehicle Mileage	Conus

DIRECT COSTS – Outside

8 ½" x 11" Copies	\$0.10/Each
8 ½" x 11" Color Copies	\$1.95/Each
11" x 17" Copies	\$0.15/Each
11" x 17" Color Copies	\$3.00/Each
Bond Prints (<24" x 36")	\$0.40/Sheet
Bond Prints (24" x 36" and larger)	\$1.20/Sheet
Vellum Prints	\$9.00/Sheet
Mylar Prints	\$12.00/Sheet
Film/Photographs	At Cost
Per Diem (Meals)	\$35.00/Day
Lodging	Conus
Special Consultants	At Cost

Lewis, Yockey & Brown, Inc.
Consulting Engineers & Land Surveyors

505 North Main Street
Bloomington, Illinois 61701
Phone: (309) 829-2552
Fax: (309) 827-6861

222 East Center Street
LeRoy, Illinois 61752
Phone: (309) 962-8151
Fax: (309) 962-7503

155 South Elm Street
El Paso, Illinois 61738
Phone: (309) 527-2552
Fax: (309) 527-3230

May 29, 2007

Town of Normal
100 East Phoenix Avenue
P. O. Box 589
Normal, IL 61761-0589

Attn: Gene Brown, City Engineer

Re: Town of Normal / Lewis, Yockey & Brown, Inc.
Engineering Services Contract
Proposed 2007 Hourly Rates and Expenses

Dear Gene:

In response to your request, I am enclosing our proposed hourly rates and expenses, effective January 1, 2007. These are sent for the Town of Normal's approval. We have increased only 3 of our employee classification rates, while the other 11 employee classification rates have remained unchanged from 2006. The average increase of all the rates is only 1.3%. All proposed expense rates are the same as last year.

We believe these proposed rates are reasonable, and that they are comparable or below the rates of other engineering consultants providing similar services. Please contact me, if you have any questions, comments or require any additional information in this regard.

Very truly yours,
Lewis, Yockey & Brown, Inc.



L. Duane Yockey,
President

Lewis, Yockey & Brown, Inc.
Consulting Engineers & Land Surveyors

505 North Main Street
Bloomington, Illinois 61701
Phone: (309) 829-2552
Fax: (309) 827-6861

222 East Center Street
LeRoy, Illinois 61752
Phone: (309) 962-8151
Fax: (309) 962-7503

155 South Elm Street
El Paso, Illinois 61738
Phone: (309) 527-2552
Fax: (309) 527-3230

**SCHEDULE OF EMPLOYEE CLASSIFICATIONS AND
RATES FOR ENGINEERING AND LAND SURVEYING SERVICES**

Effective January 1, 2007

EMPLOYEE CLASSIFICATIONS

HOURLY RATES

Chief Engineer	\$130.00
Project Manager	\$120.00
Project Engineer	\$105.00
Senior Design Engineer	\$ 90.00
Design Engineer	\$ 75.00
Professional Land Surveyor	\$105.00
Senior Engineering Technician	\$ 80.00
Engineering Technician	\$ 60.00
Clerical	\$ 50.00
Geologist	\$100.00
Surveyor	\$ 80.00
Party Chief	\$ 70.00
Instrument Man	\$ 55.00
Rodman	\$ 45.00

EXPENSES

Photo copies, 8-1/2 x 11	0.15/each
Photo copies, 11 x 17	0.20/each
Mylar	10.00/sheet
Prints	3.00/sheet
Wood Stakes/Lath	0.75/unit
Iron Pins	4.00/each
Mileage	0.48/mile
CADD	15.00/hour
GPS Equipment - (2-hour minimum)	150.00/hour



RECEIVED
APR 05 2007
BY: _____

April 3, 2007

Mr. Gene Brown, P.E.
Town of Normal
100 East Phoenix Avenue
P.O. Box 589
Normal, IL 61761-0589

Re: Billing Rates 2007

Dear Mr. Brown:

Please find listed below proposed Clark Dietz 2007 billing rates for all work with the Town of Normal in the coming fiscal year.

<u>Title</u>	<u>Hourly Rate</u>
Project Director	\$165.00
Sr. Project Manager, Senior Engineer	\$150.00
Project Manager, Sr. Staff Engineer	\$125.00
Civil Staff Eng., Reg. Land Surveyor	\$110.00
Civil Engineer III	\$95.00 *
Civil Engineer I & II	\$85.00 *
CADD Supervisor, Sr. Designer	\$110.00
Technician IV	\$95.00 *
Technician III	\$85.00 *
Technician II	\$70.00 *
Technician I	\$60.00 *
Administrative Support	\$70.00

Attached you will find rates for project related expenses. Of note, the asterisks above indicate rates that remain unchanged from our 2006 billing rates. It is our understanding that these rates would become effective July 1, 2007. Should you require additional information, please contact the undersigned.

Cordially,
Clark Dietz, Inc.

Jerald I. Payonk, P.E.
Vice President

Cc: Chuck Johnson
Nancy Hiner
Chip Craddock
Terry Boyer

SCHEDULE OF PROJECT RELATED EXPENSES

CLARK DIETZ INC.

January 1, 2007

Vehicles	
Autos	\$0.485/mile
Field Vehicles	\$45.00/day or \$0.485/mile (per agreement)
Survey Van	\$65.00/day or \$0.68/mile (per agreement)
Robotic Survey Equipment	\$20.00/hour
GPS Survey Equipment	\$30.00/hour
CADD Usage	\$20.00/hour
Regular Format Copies* (8.5"x11" or 11"x17")	\$0.10/copy
Color Copies* (8.5"x11")	\$0.50/copy
Color Copies* (11"x17")	\$1.50/copy
Large Format Engineering Copies*	
Paper Copies	\$3.00/copy
Mylar Copies	\$24.00/copy
Bluelines	} At Cost
Mylars	
Sepias	
Hotels & Motels	} At Cost
Meals	
Postage, Federal Express & UPS	
Public Transportation	
Long Distance Telephone	
Film and Development	
Supplies	

Notes:

The rates in this schedule are subject to review and will be adjusted as necessary, but not sooner than six months after the date listed above. Certain rates listed with * are for in-house runs. Larger quantities sent outside are billed at cost. All project related expenses and subconsultants will be billed at 110% of actual costs to cover handling and administrative expenses.



HANSON

RECEIVED
MAY 25 2007

May 24, 2007

BY:.....

Mr. Gene Brown
Town of Normal
100 East Phoenix Avenue
P. O. Box 589
Normal, Illinois 61761-0589

Re: Revised Rate Schedule for 2007
Engineering Services Agreement
Town of Normal
Hanson No. 00S2012

Dear Mr. Brown:

We have enclosed our 2007 consulting rate schedule for our existing Standard Form of Agreement between Town and Engineer for Professional Services. Rate adjustments are due to average inflation and cost of living increases

Please feel free to contact Mr. James Moll or me if you have any questions or require any additional information. We look forward to continuing our relationship and assisting the Town of Normal with existing and future projects.

Sincerely,

HANSON PROFESSIONAL SERVICES INC.




Kevin M. Seals
Partner

Attachment

Hanson Professional Services Inc.

1525 S Sixth St • Springfield, IL 62703-2886 • Phone: (217) 788-2450 • Fax: (217) 788-2503

 Printed on recycled paper

Offices nationwide • www.hanson-inc.com

H:\USERS\IRAN\00Jobs\00S2012\L07May24-2007Rates.doc

BASIS OF PAYMENT CONSULTING SERVICES

The following schedule is for normal design and consulting services provided on an hourly basis

1. **ENGINEER/ARCHITECT/SCIENTIST POSITIONS:**

ENGINEER/ARCHITECT/SCIENTIST I	\$80.00
ENGINEER/ARCHITECT/SCIENTIST II	\$89.00
ENGINEER/ARCHITECT/SCIENTIST III	\$102.00
ENGINEER/ARCHITECT/SCIENTIST IV	\$111.00
ENGINEER/ARCHITECT/SCIENTIST V	\$118.00
ENGINEER/ARCHITECT/SCIENTIST VI	\$136.00
ENGINEER/ARCHITECT/SCIENTIST VII	\$162.00
ENGINEER/ARCHITECT/SCIENTIST VIII	\$188.00
PRINCIPAL	\$226.00

2. **TECHNICAL POSITIONS:**

AIDE	\$42.00
TECHNICIAN I	\$49.00
TECHNICIAN II	\$55.00
TECHNICIAN III	\$67.00
TECHNICIAN IV	\$75.00
TECHNICIAN V	\$83.00
TECHNICIAN VI	\$97.00
TECHNICIAN VII	\$103.00
MANAGER/DESIGNER	\$117.00

3. **ADMINISTRATIVE:**

ADMINISTRATIVE I	\$33.00
ADMINISTRATIVE II	\$46.00
ADMINISTRATIVE III	\$57.00
ADMINISTRATIVE IV	\$77.00
ADMINISTRATIVE V	\$91.00
ADMINISTRATIVE VI	\$103.00
ADMINISTRATIVE VII	\$136.00

- 4. Charges for special services, expert testimony, etc , will be negotiated
- 5. The above rates cover straight time only. Overtime directed by the client will be surcharged by 25 percent
- 6. Charges for outside consultants and contractors will be at invoice cost plus 10 percent
- 7. Use of computer-aided design, drafting, GIS stations and technical software will be charged at \$15.00 per hour.
- 8. All direct job expenses and materials other than normal office supplies will be charged at cost plus 10 percent
- 9. Mileage charges for automobile = 48.5 cents per mile. Mileage charges for mobile lab or truck = 65 cents per mile
Charges for vehicles that will remain assigned to a specific job will be \$50.00 per day or \$750.00 per month for automobiles and \$65.00 per day or \$975.00 per month for mobile labs or trucks, plus the cost of fuel in lieu of mileage charges
- 10. Services will be billed monthly and at the completion of the project. There will be an additional charge of 1 1/2 percent per month compounded monthly on amounts outstanding more than 30 days
- 11. Rates are subject to change and may be superseded by a new schedule on or about January 1, 2008.

07 Rev 0



TOWN COUNCIL ACTION REPORT

May 31, 2007

Resolution Authorizing the Sale of a Town-Owned Automated Teller Machine (ATM) to Landmark Credit Union in the Amount of \$15,000

PREPARED BY: Wayne A. Aldrich, Uptown Development Director

REVIEWED BY: Mark R. Peterson, City Manager

BUDGET IMPACT: This sale will result in unanticipated additional revenue in the Uptown Renewal Fund of \$15,000.

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Resolution, Proposal from Landmark Credit Union

BACKGROUND

On January 3, 2006, the Council approved a resolution authorizing the purchase of an Automatic Teller Machine (ATM) to be installed at the temporary banking facility for Main Street Bank and Trust in Uptown. This ATM was purchased from Diebold Inc., a provider of specialized banking equipment, for \$43,384. At that time it was anticipated that after Main Street Bank left the temporary banking facility they would purchase the ATM machine from the Town for use in another facility in their system or at their new facility at 103 Broadway.

On March 19, 2007 the Town authorized a license agreement with Commerce Bank to occupy the temporary bank facility after Main Street Bank moves to its new building at 103 Broadway. Early in the discussions with Commerce, they requested that the existing ATM machine be left in place for their use when they occupy the temporary bank. Since that time, Commerce has informed the Town that they cannot use this particular ATM machine because it does not offer the specific requirements of the Commerce Bank system and if they were to use this same machine, it would cost \$25,000 to retrofit it to the new specifications. Therefore, Commerce will be installing a new ATM machine at the temporary bank at their expense.

The Town then contacted both Main Street Bank and Commerce Bank asking if they had any other use for the machine or if they would be willing to purchase the ATM. Main Street bank indicated they have no use for the ATM at this time, and Commerce Bank offered the Town \$5,000. Town staff then contacted representatives of Diebold Inc. to see if they would buy the ATM machine back or find another buyer for the machine. The Diebold representative indicated that Diebold does not buy these machines back and that the machine has become obsolete since the original purchase. However, Diebold does work with clients that do not have the specific requirements of larger financial institutions and that would be happy to have a newer used machine for a reduced price.

TOWN COUNCIL ACTION REPORT

DISCUSSION/ANALYSIS

Diebold Inc. has identified a client in Danville, Illinois (Landmark Credit Union) who is interested in purchasing the ATM machine from the Town for \$15,000. As the technology of these machines rapidly changes, the Fair Market Value of \$15,000 is considered acceptable. When purchased in January of 2006, Diebold indicated the Fair Market Value after 12 months for this particular machine to be \$14,254.

This action will authorize the sale of the equipment to Landmark Credit Union in the amount of \$15,000. The removal of the ATM machine will be the responsibility of Landmark Credit Union and will be coordinated through Diebold Inc. in time for the new ATM machine to be installed by Commerce Bank.

Town staff recommends approval of this item.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING SALE OF AN ATM MACHINE TO LANDMARK CREDIT UNION

WHEREAS, the Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, the Town of Normal owns an automated teller machine (ATM); and

WHEREAS, the Town desires to dispose of said machine; and

WHEREAS, Landmark Credit Union is willing to purchase the ATM machine from the Town of Normal; and

WHEREAS, it is in the best interests of the health, safety and welfare of the citizens of Normal to sell said ATM machine to Landmark Credit Union.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That the City Manager be and he is hereby authorized and directed to sell the automated teller machine currently owned by the Town of Normal to Landmark Credit Union for the price of \$15,000.00 and he is further hereby authorized to take all necessary action and execute all appropriate documents to effect said sale.

ADOPTED this _____ day of _____, 2007.

APPROVED:

President of the Board of Trustees of
the Town of Normal, Illinois

ATTEST:

Town Clerk

(seal)

Wayne Aldrich

From: rcampb1613@aol.com
Sent: Wednesday, May 30, 2007 11:16 AM
To: Wayne Aldrich
Cc: gustafe@diebold.com
Subject: Purchase of ATM Machine

Mr. Aldrich,

In response to your e-mail request that was forwarded to me by Erik Gustafson, I would like to confirm that Landmark Credit Union has agreed to purchase from the City of Normal, a Diebold ATM machine for the price of \$15,000. Landmark CU will be responsible for the Deinstallation fees and will take possession of the equipment as soon as possible. If you need any further information, please let me know. My telephone number is 217-442-9005, ext. 325.

Rand A. Campbell
President
Landmark Credit Union

AOL now offers free email to everyone. Find out more about what's free from AOL at AOL.com.

TOWN COUNCIL ACTION REPORT

May 31, 2007

Resolution Extending a Contract with American Disposal Services of Illinois, Inc. for the Transfer and Landfill Disposal of Solid Waste Collected by the Town

PREPARED BY: Mike Hall, Director of Public Works

REVIEWED BY: Mark R. Peterson, City Manager
Pam Reece, Assistant City Manager
Tom Ramirez, Waste Removal Supervisor

BUDGET IMPACT: The proposed contract rates will take effect on March 1, 2008. With only one month of new charges in the current fiscal year, adequate funds in the allocated amount of \$456,860 are available in budget expenditure account 001-7025-432.20-10 to meet the anticipated additional expense.

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed resolution
Proposal letter from American Disposal Services, Inc.
Copy of current contract

BACKGROUND

The Town, together with the City of Bloomington, negotiated a 10-year joint contract with Sexton Contractors of Bloomington in February 1997 to receive, transfer and landfill dispose solid waste collected by both communities. Provisions and obligations of this contract were transferred to American Disposal Services in November of that same year when that company purchased Sexton Contractors. This contract established a predetermined, annually adjusted rate the Town and City pays to have American Disposal Services to provide these services through February 29, 2008.

In the spring of 2003 the Illinois General Assembly increased the state solid waste management fee (tipping fee) by an additional \$1.15 per ton. The tipping fee is paid by the contractor and is compensated by the contract rate paid by the Town and City. In accordance with provisions in the contract, American Disposal Services filed a request and both the Town and the City adjusted the rate for each year remaining in the contract for the exact amount of the fee increase.

Through this contract the Town's collected refuse is deposited at American Disposal Service's waste transfer facility at 2112 W. Washington St. in Bloomington. American Disposal Services then transports that waste to either their local waste landfill or one of their other nearby landfills in Central Illinois.

TOWN COUNCIL ACTION REPORT

DISCUSSION/ANALYSIS

In April the local manager of American Disposal Services approached the public works staff of both the Town and the City with a proposal to extend the current contract for additional five years increasing annually the determined rate by 4%. The annual adjustment in the current contract is and has been 3% for all ten years. The contractor is requesting the higher adjustment in response to higher energy and fuel costs.

In the first nine years of the current contract, the Town has paid a total amount of \$3.04 million. The annual growth in total weight of solid waste collected by the Town for the same period is 3%. Using this same growth rate in waste collected and the proposed fee rate structure based on an annual 4% increase, staff estimates the total cost for the proposed contract extension will be \$3.6 million or a total amount of \$30,000 more than the total cost if the current 3% annual fee adjustment was extended.

In total review of the current contract, staff finds all other conditions acceptable for the proposed extension.

Both Town and City staffs are recommending approval of the proposed contract extension.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A CONTRACT EXTENSION WITH AMERICAN DISPOSAL SERVICES OF ILLINOIS, INC.

WHEREAS, the Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, the Town of Normal has entered into an agreement with American Disposal Services of Illinois, Inc. for the transfer of solid waste collected by the Town of Normal; and

WHEREAS, the parties desire to extend said contract an additional five years beginning March 1, 2008; and

WHEREAS, it is in the best interests of the health, safety and welfare of the citizens of Normal to extend the current contract between the Town of Normal and American Disposal Services of Illinois, Inc. for an additional five-year period commencing March 1, 2008.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That the agreement between the Town of Normal and John Sexton Contractors Co. executed February 24, 1997, and assigned to American Disposal Services of Illinois, Inc. November 19, 1997, be and the same is hereby extended for an additional five-year period commencing March 1, 2008 and the rates pursuant to said five-year extension shall be as follows:

March 1, 2008 – February 28, 2009 = \$36.89 ton.

March 1, 2009 – February 28, 2010 = \$38.36 ton.

March 1, 2010 – February 28, 2011 = \$39.90 ton.

March 1, 2011 – February 29, 2012 = \$41.49 ton.

March 1, 2012 – February 29, 2013 = \$43.15 ton.

ADOPTED this _____ day of _____, 2007.

APPROVED:

President of the Board of Trustees of
the Town of Normal, Illinois

ATTEST:

Town Clerk (seal)

TOWN COUNCIL ACTION REPORT



May 15, 2007

Michael Hall, Public Works
Town of Normal
100 E. Phoenix
Normal, IL 61761

RECEIVED
MAY 22 2007

BY:.....

Dear Mr. Hall:

American Disposal Services of Illinois, Inc would like to propose an extension to the existing Town of Normal Waste Disposal Agreement. The original Agreement executed on February 24, 1997 was assigned to American Disposal Services of Illinois, Inc. in November 1997.

American Disposal proposes a five year contract extension commencing on March 1, 2008. Proposed rates as follows:

March 1, 2008 - February 28, 2009 = \$36.89 ton

March 1, 2009 - February 28, 2010 = \$38.36 ton

March 1, 2010 - February 28, 2011 = \$39.90 ton

March 1, 2011 - February 29, 2012 = \$41.49 ton

March 1, 2012 - February 28, 2013 = \$43.15 ton

American Disposal values the Town's business and looks forward to continuing to provide waste disposal services.

Again, thank you for taking time to consider extending the Town of Normal Waste Disposal Agreement.

Sincerely,

A handwritten signature in cursive script that reads 'Daniel J. Winters'.

Daniel J. Winters
General Manager

2112 W Washington Street
Bloomington, IL 61704
309 827 8631 / FAX 309 828 2569
www.disposal.com

FILE

OW
COPY

WASTE DISPOSAL AGREEMENT BETWEEN JOHN SEXTON
CONTRACTORS CO., THE CITY OF BLOOMINGTON,
AND THE TOWN OF NORMAL

THIS AGREEMENT (the "Agreement") is made as of the 24th day of February, 1997, by and between JOHN SEXTON CONTRACTORS CO., Delaware corporation (the "Contractor"), the CITY OF BLOOMINGTON, ILLINOIS, and the TOWN OF NORMAL, ILLINOIS, both of which are municipal corporations (collectively, the "City").

RECITALS

WHEREAS, Contractor owns a solid waste transfer facility (the "Bloomington Transfer Station") which accepts Refuse for disposal (with the exception of certain hazardous, special and other wastes as set forth later in this Agreement); and

WHEREAS, the City has assumed responsibility for the collection of Refuse generated within the City limits, and the City wishes to dispose of some or all of the Refuse generated within the City at the Bloomington Transfer Station.

NOW THEREFORE, in consideration of the terms, conditions, obligations and covenants set forth in this Agreement, the City and Contractor covenant and agree as follows:

1. **Performance by Contractor.** The performance and obligations of Contractor hereunder shall be termed the "Work", which shall include the following:

(a) **Acceptance by Contractor** Contractor shall accept for disposal, at its Bloomington Transfer Station all Refuse, as defined by the Bloomington City Code and the Normal Town Code (as appropriate) (the "Refuse"), collected by the City, its agents and employees for the consideration hereinafter set forth which the City shall transport to the Bloomington Transfer Station subject to the exceptions set forth hereafter. The Refuse may include solid waste collected from City-owned buildings, public litter receptacles, and all other items of whatsoever kind or nature except hazardous wastes as defined by Federal law, special wastes as defined by the State of Illinois, white goods, tires, landscape waste, lead/acid batteries, asbestos containing materials, or any other materials which at this time or in the future may not be disposed in transfer stations or sanitary landfills pursuant to Federal or State statutes, rules or regulations. Contractor retains the right to refuse or reject after acceptance any loads containing any materials described above.

FILE 1-3
Solid Waste Disposal Contract 1998-2008

(b) **Compliance with Laws** Contractor shall, during the term of this Agreement, or any extensions or renewals thereof, fully comply with all Federal, State and local laws, statues, ordinances, rules and regulations which in any manner control, affect or relate to the Work or the ownership, operation and/or maintenance of a transfer station in the State of Illinois, its operating permit, and the performances, obligations, operations or conduct of the Work hereunder, including all laws, statutes, ordinances, rules and regulations which are subsequently enacted. City shall have the right to request and receive verification from Contractor of its compliance with the provisions of this paragraph, to the extent Contractor is reasonably able to provide such verification.

(c) **Permits and Licenses** Contractor shall obtain and maintain all permits, licenses and approvals required by any regulatory or statutory authority which are necessary for it to fully perform the Work, including those required to own, operate and/or maintain the Bloomington Transfer Station.

(d) **Operating Times** Contractor shall accept Refuse from the City at the Bloomington Transfer Station between 7:00 a.m. and 3:30 p.m. Monday through Friday, and between 7:30 a.m. and 11:30 a.m. on Saturdays. The parties acknowledge that the following days are holidays for employees of the Bloomington Transfer Station:

- New Year's Day
- Memorial Day
- July 4th
- Labor Day
- Thanksgiving Day
- Christmas Day

(e) **Emergency Use of Landfill** In the event that due to an emergency situation (for example, destruction of the Bloomington Transfer Station due to fire, tornado or act of God) the Contractor is unable to process Refuse at the Bloomington Transfer Station, Contractor will accept Refuse at its McLean County Landfill ("Landfill") for the duration of such emergency situation, provided that the Contractor at such time is operating the Landfill and the Landfill is allowed to accept the Refuse in accordance with its permit and with all applicable laws and regulations. If Refuse is delivered to the Landfill, City will pay the same Rate as it would pay at such time for disposal at the Bloomington Transfer Station.

(f) **Continued Operation** During the entire term of this Agreement, Contractor will maintain a transfer station either at its present location, or in the City of Bloomington, or in the Town of Normal.

(g) **Indemnification** Contractor agrees to indemnify and hold the City harmless from and against any loss, damage, or claim (including reasonable attorneys fees) resulting from or arising out of the negligent acts or omissions of Contractor in the performance of its obligations under this Agreement.

2. **Performance by the City.**

(a) **Delivery by City** City will deliver for disposal at the Bloomington Transfer Station all Refuse collected by the City, its agents and employees during the term of this Agreement.

(b) **Permits and Licenses** City shall obtain and maintain all permits, licenses and approvals required by any regulatory or statutory authority necessary for it to transport Refuse to Contractor, and will comply with the provisions contained within Contractor's operating permit and all reasonable rules and regulations promulgated by Contractor relating to receipt and disposal of Refuse.

(c) **Compliance with Rules** City drivers will obey posted speed and traffic control signs. Refuse will be disposed of at the location and in the manner directed by the Contractor's managers or its supervisors.

(d) **Indemnification** City agrees to indemnify and hold the Contractor harmless from and against any loss, damage, or claim (including reasonable attorneys fees) resulting from or arising out of the negligent acts or omissions of City in the performance of its obligations under this Agreement.

3. **Assignment.** In the event that the City discontinues using its own employees to collect the City's Refuse and contracts for all such work with a third party, including the issuance of any franchise therefor, then the City shall assign this Agreement to such contractor or franchisee and shall require such contractor or franchisee to comply with all obligations contained in this Agreement during the remaining term thereof. In such event Contractor shall charge the City for all Refuse delivered by such contractor or franchisee at the same rates as set forth herein. Any such assignment shall not be deemed to be a cause to terminate this Agreement.

4. Term.

(a) This Agreement shall be for an initial period of ten (10) years, commencing on March 1, 1998, and will be automatically renewed for additional periods of one (1) year each unless either party gives ninety (90) days written notice to the other prior to the expiration date of the original term or any renewal period. All terms, conditions, covenants and agreements set forth herein shall be applicable to any extension or renewal of this Agreement, except that the parties will negotiate in good faith mutually acceptable rates to be paid by the City during any renewal periods.

(b) This Agreement shall be subject to cancellation in the event either party is guilty of a material breach of this Agreement; provided, however, that the Agreement may not be cancelled if the breaching party cures the breach within ten days of receipt of written notice from the other party; provided further, if the breach is of such a nature that it is impossible to cure within such ten day period, the Agreement may not be cancelled so long as the breaching party continues to diligently pursue a cure, unless such breach relates to the inability of Contractor to accept Refuse at the Bloomington Transfer Station as a result of the cancellation or suspension of its permit by the Illinois Environmental Protection Agency.

5. Compensation.

(a) In consideration for the Work, the City agrees to pay Contractor the appropriate rate set forth in Exhibit A, which is attached to and incorporated into this Agreement (the "Rate") for each ton of Refuse delivered to the Bloomington Transfer Station. The Rate shall apply regardless of whether the Refuse delivered by the City to Contractor is loose or compacted. City agrees that any delivery of Refuse by City to Contractor shall be deemed to be at least one (1) ton per vehicle.

(b) Whenever the Bloomington Transfer Station remains open past closing time solely because of a request of the City, the City shall pay Contractor a rate of \$60.00 per hour for any actual time the facility remains open; provided, however, that this charge shall not be applied if the reason the City requested the facility to remain open was to dispose of refuse resulting from fires, floods, explosion, accidents, weather or Acts of God.

(c) At no time during the term of this Agreement, including any renewal term, shall any fine or penalty entered against Contractor for any breach or violation of any Federal, State or local law, statute, ordinance, rule or regulation, be passed through to the City.

(d) Contractor shall invoice the City, on a semi-monthly basis, for the total quantity of refuse delivered to the facilities covered by this Agreement.

(e) All invoices sent to the City by Contractor shall be paid within thirty (30) days after receipt, provided, however, in the event of any dispute as to any invoice, the City will pay the amount that is not in dispute, and will undertake discussions and negotiation with Contractor to resolve any discrepancy or dispute in any invoice, and shall, upon resolution of any discrepancy or dispute, pay said agreed upon amount as soon as reasonably possible. In order to enable the parties to reach a resolution of any discrepancy or dispute, Contractor shall maintain records indicating, in sufficient detail, dates, truck numbers, amounts, tonnages, etc. included in each invoice and shall make available such records to the City in the event of any discrepancy or dispute concerning any invoice.

6. **Specific Performance.** The parties hereto agree that substitute performance of the Work will be difficult or impossible to obtain without undue hardship or extreme expense to either party, and in the event Contractor or City fails or refuses to perform the Work hereunder, the parties hereto agree that the other party has an inadequate remedy at law. Therefore, Contractor or City may be compelled to specifically perform the Work under this Agreement.

7. **Independent Contractor.** It is understood and agreed that Contractor is an independent contractor.

8. **Insurance.** The parties shall maintain in full force and effect throughout the term of this Agreement the following types of insurance in at least the limits specified below:

<u>Coverage</u>	<u>Minimum Limits of Liability</u>
Workers Compensation	Statutory
General Liability	\$1,000,000 combined single limit
Automobile Liability	\$1,000,000 combined single limit
Environmental Liability for Third-Party Bodily Injury or Property Damage Arising from Contractor's Cargo Due to Upset, Overturn, or Damage to Vehicle	\$1,000,000

The parties shall provide one another with a certificate of insurance and shall keep this insurance in effect during the term of this Agreement; provided, in the event City uses its governmental

powers to enter into a pooled insurance arrangement or self-funded insurance arrangement, such arrangement shall be deemed to be in compliance with the requirements of this section.

9. **Equal Opportunity.** It is the affirmed policy of the City to encourage utilization of the community's human resources on an equal opportunity basis. The City requires all contractors and vendors doing business with the City not to discriminate against anyone on the basis of race, age, color, religion, sex, ancestry, non-job related handicaps or national origin. To accomplish this result, all contractors doing or proposing to do business with the City will be required to submit on request an acceptable written affirmative action plan for the utilization of all available workers on an equal opportunity basis. Contractor hereby agrees, as a material part of the Agreement, to comply with the City of Bloomington Contract Compliance Program, Section I, Paragraph (3), titled "Equal Employment Opportunity".

10. **Entire Agreement.** This Agreement contains all of the agreements and conditions made between the parties hereto, and may not be modified orally or in any other manner than by an agreement in writing signed by all the parties hereto or their respective successors in interest.

11. **Notices.** All notices to be given hereunder by either party shall be in writing and given by personal delivery or certified mail to the parties at the addresses as hereinafter set forth. For purposes of calculating time periods under the provisions of this Agreement, notice shall be deemed effective upon receipt or personal delivery, whichever is applicable.

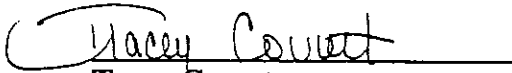
12. **Governing Law.** This Agreement and the rights of the parties hereunder shall be governed by and interpreted in accordance with the laws of the State of Illinois.

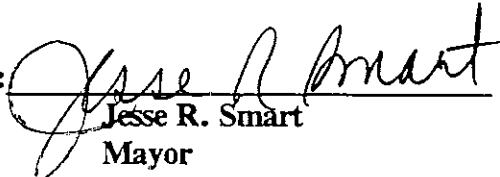
13. **Successors and Assigns.** This Agreement shall be binding upon and shall inure to the benefit of all successors and assigns of Contractor and City.

EXECUTED this 24th day of February, 1997.

ATTEST:

CITY OF BLOOMINGTON, ILLINOIS
a Municipal Corporation

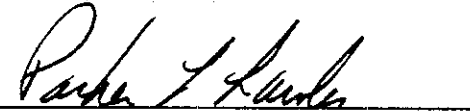

Tracy Covert
City Clerk

By: 
Jesse R. Smart
Mayor
Address: 109 E. Olive Street
Bloomington, Illinois 61702

ATTEST:

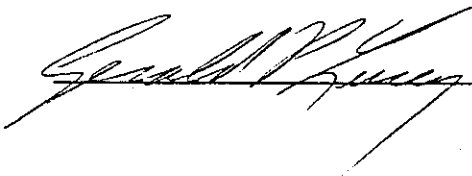
TOWN OF NORMAL, ILLINOIS
a Municipal Corporation


Marianne Edwards
City Clerk

By: 
Parker L. Lawlis
Mayor pro tem
Address: 100 East Phoenix
Normal, Illinois 61764

ATTEST:

JOHN SEXTON CONTRACTORS CO.



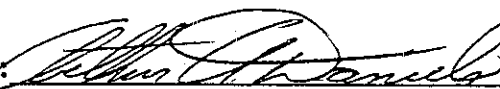
By: 
Arthur A. Daniels
President
Address: 1815 S. Wolf Road
Hillside, Illinois 60162

EXHIBIT A

Rate per Ton*

March 1, 1998 - February 28, 1999 = \$26.30
March 1, 1999 - February 29, 2000 = \$27.09
March 1, 2000 - February 28, 2001 = \$27.90
March 1, 2001 - February 28, 2002 = \$28.74
March 1, 2002 - February 28, 2003 = \$29.60
March 1, 2003 - February 29, 2004 = \$30.49
March 1, 2004 - February 28, 2005 = \$31.40
March 1, 2005 - February 28, 2006 = \$32.35
March 1, 2006 - February 28, 2007 = \$33.32
March 1, 2007 - February 29, 2008 = \$34.32

* 1 Ton Minimum Load

TOWN COUNCIL ACTION REPORT

May 31, 2007

Resolution Authorizing an Extension of the Moratz Façade Improvement Grant Program through FY2007-2008.

PREPARED BY: Lauren Kerestes, Associate Planner

REVIEWED BY: Mark R. Peterson, City Manager
Mercy Davison, Town Planner

BUDGET IMPACT: \$75,000 has been allocated to this program for FY2007-2008 in account 335-9880-466.43-10.

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Resolution, Moratz Façade Improvement Grant Program

BACKGROUND

In June 2003 the Town Council instituted the Moratz Façade Improvement Grant Program (Res. No. 3336). The intent of this grant program has been to address the maintenance and rehabilitation needs of building facades in the B-2 Central Business District by offering 50/50 matching grants to interested, qualified building and business owners. This contribution of public resources in uptown has resulted in an increased interest of private entities to invest on sites such as Maggie Miley's, The Garlic Press, the American Legion building, 114-116 W. North Street (Micheleo's building), as well as others. The grant program is administered by the Uptown Design Review Commission.

Grants may be awarded for up to 50 percent of the total cost of a qualified façade rehabilitation, repair or restoration project, with a maximum grant award of up to \$15,000 per 20 feet of street frontage per project (a total project cost of \$30,000). The maximum grant award increases proportionately for buildings wider than 20 feet. The minimum grant request is \$250 (half of the minimum total project cost of \$500.00). The annual budget for this program to date is \$75,000.00.

DISCUSSION/ANALYSIS

At its inception the grant program was anticipated to end after FY2006-2007; however, due to the popularity and success of the program, Town staff recommends that Town Council approve the extension of the Moratz Façade Improvement Program through the end of FY2007-2008.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AN EXTENSION OF THE MORATZ FAÇADE IMPROVEMENT GRANT PROGRAM THROUGH FISCAL YEAR 2007-2008

WHEREAS, the Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, in June 2003 the Town Council instituted the Moratz Façade Improvement Grant Program for the purpose of rehabilitating building façade in the B-2 Central Business District; and

WHEREAS, the availability of the grant program has facilitated improvement of building façades within the B-2 Central Business District; and

WHEREAS, it is in the best interests of the health, safety and welfare of the citizens of Normal to extend the grant program through fiscal year 2007-2008.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That the Moratz Façade Improvement Grant Program be and the same is hereby extended through fiscal year 2007-2008 in the amount of \$75,000.00.

SECTION TWO: That said Moratz Façade Improvement Grant Program shall continue to be administered by the Uptown Design Review Commission in accordance with guidelines attached hereto as Exhibit A and incorporated herein by reference.

ADOPTED this _____ day of _____, 2007.

APPROVED:

President of the Board of Trustees of
the Town of Normal, Illinois

ATTEST:

Town Clerk

(seal)

Exhibit A

Town of Normal

Moratz Façade Improvement Grant Program

Introduction

The Town of Normal is undertaking an ambitious uptown renewal plan in an effort to draw more people back to the Central Business District. The appearance of the uptown structures will factor heavily into the success of the uptown renewal effort. Currently, the uptown is distinguished by the charm of its buildings and pedestrian scale.

Unfortunately, many of these historic structures have unmet maintenance needs that are hastening the decline of their facades.

The Town of Normal Moratz Façade Improvement Grant Program seeks to address the maintenance and rehabilitation needs of building facades in the B-2 Central Business District by offering 50/50 matching grants to interested, qualified building and business owners. The grant program will be administered by the Uptown Design Review Commission.

The Mayor and Town Council believe this program is in the public interest and that the Town has a responsibility to preserve and protect the unique local resources found in the historic Central Business District. The Mayor and Town Council also believe that by investing public resources in the uptown, more private entities will find the uptown to be an attractive place to invest.

The grant program is named for the Moratz brothers, who made a significant contribution to the architecture of Normal. Arthur F. Moratz designed the Art-Deco/Art-Moderne Normal Theater. The Town of Normal's restoration of the theater to its original glory not only made national headlines but has also helped to energize the Town's revitalization effort in the rest of the uptown. Arthur's older brother, Paul O. Moratz, was the architect for the Immanuel Bible Foundation, located just south of uptown Normal.

Financing Terms

Grants may be awarded for up to 50 percent of the total cost of a qualified façade rehabilitation, repair or restoration project, with a maximum grant award of up to \$15,000 per 20 feet of street frontage per project. The maximum grant award increases proportionately for buildings wider than 20 feet. The minimum grant request is \$250.00 (half of a total project cost of \$500.00). The annual budget for this program is \$75,000.00.

The applicant must match the grant with cash. "Sweat equity" labor provided by the applicant, the owner, or any other non-skilled laborer cannot be charged against this grant. No building may receive more than two grants per fiscal year, and no applicant may receive more than five grants per year.

Grants will be awarded on a reimbursement basis only after the applicant demonstrates full compliance with the grant award.

Each eligible façade improvement may be phased over two fiscal years in order to maximize grant assistance. Each phase shall involve façade improvements not included in any other phase of the project. Reimbursement may then be approved for each phase.

This grant may be treated as income subject to Federal Income Tax provisions. The Town of Normal is not liable for any tax implications resulting from the grant. Applicants should consult a tax advisor for clarification.

Eligible Improvements

The Moratz Façade Improvement Grant Program seeks to encourage façade improvements ranging from minor projects to complete façade renovation. The Grant Program will not fund projects that constitute routine maintenance. The following list illustrates the types of projects that may be funded by this grant program.

1. All exterior walls of building, with priority given to street-facing facades.
2. Exterior renovation, restoration, or reconstruction, including but not limited to the following:
 - a. Facade washing/Brick cleaning
 - b. Tuck pointing
 - c. Removal of historically inappropriate materials from facades
 - d. Sign repair if sign is integral to building façade
 - e. New signs if the proposed sign is a high-quality representation of signs displayed in the historic era generally found in uptown Normal
 - f. Lighting
 - g. Awnings/canopies
 - h. Window restoration
 - i. Painting
 - j. Door replacement
 - k. Restoration of original architectural features
 - l. Window display area remodeling
 - m. Exterior lighting
 - n. Window replacement
3. Architectural design fees up to \$1,000, as long as the project is completed.
4. Landscaping immediately adjacent to the building.

Grants will not be awarded for projects that may damage the building façade. Specifically, sandblasting of brick will not be funded under the program nor will the program participate in projects that include sandblasting of brick. In general, grant funds may not be used for improvements completed or in progress prior to notification of grant approval; however, the Commission may waive this requirement on a case-by-case basis.

Restoration projects that accurately replicate historic architectural elements shall be given funding priority. Preference will be given to structures of architectural or historic significance as determined by the Uptown Design Review Commission. Properties

lacking architectural or historic significance may be deemed eligible for the program if proposed changes will create a façade typical of the architectural periods predominantly represented in uptown Normal.

Grant funds will be disbursed only upon completion of the project and submission of lien waivers from all laborers and material suppliers.

Exterior improvements must comply with the Town of Normal Uptown Design Ordinance set forth in Section 15, Division 17 of the code and with all other applicable Town codes and regulations.

Eligible Participants

Owners and tenants (with permission from the building owner) of commercial or mixed commercial-residential property located in the B-2 District may apply for funds. Tenants must have at least a two-year lease at the location in order to qualify for the grant program.

Commercial buildings are those buildings with commercial uses on the first floor. Residential uses are allowed above the main floor.

Only structurally sound buildings with safely functioning mechanical/electrical/plumbing systems will be considered for grants. In addition, building Owner must show evidence of insurance on the property and name the Town an additional insured to the extent of any grant funds awarded.

Additional Grant Provisions

Neither the Town nor the members of the Uptown Design Review Commission are liable for damage to the building or personal injury that occurs during the project.

All contractors and subcontractors used for work funded by this grant must be licensed if required by law and must be able to demonstrate qualifications.

STATE AND LOCAL LAW REQUIRES THE PAYMENT OF PREVAILING WAGE ON ALL PROJECTS PERFORMED WITH TOWN FUNDS. A LISTING OF THE CURRENT PREVAILING WAGE RATES IS ATTACHED. CONTRACTORS MUST COMPLY WITH PROVISIONS OF PUBLIC ACT 93-38 WHICH REQUIRES CERTAIN LANGUAGE PERTAINING TO PREVAILING WAGE BE INSERTED INTO SUBCONTRACTS. A LIST OF PREVAILING WAGES IN EFFECT MUST BE POSTED AT THE PROJECT SITE.

THE CONTRACTOR MUST SUBMIT CERTIFIED PAYROLLS, ON A WEEKLY BASIS, TO ASSURE THE PAYMENT OF PREVAILING WAGE. THIS REQUIREMENT APPLIES TO ALL CONTRACTORS AND SUBCONTRACTORS WORKING ON THE PROJECT. CERTIFIED PAYROLLS SHALL BE SUBMITTED TO STEVE WESTERDAHL, DIRECTOR OF COMMUNITY DEVELOPMENT AND PURCHASING, 100 E. PHOENIX AVE., NORMAL, ILLINOIS. THE TOWN RESERVES THE RIGHT TO

INTERVIEW CONTRACTOR'S EMPLOYEES ON THE JOB TO ASCERTAIN COMPLIANCE WITH THIS REQUIREMENT.

No Town officer, employee, spouse, or dependent of the same shall be interested directly or indirectly in any facade grant.

No grant funds shall be assigned or pledged to any third party, nor be used for any purpose other than reimbursement of project costs as approved by the Design Commission.

No grant recipient may engage in unlawful discrimination nor contract with any person or entity that engages in unlawful discrimination, as defined by the Normal Human Rights Ordinance.

Grant Approval Process

1. Approval may be contingent upon the Uptown Design Review Commission finding that the proposed project is in substantial compliance with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings if the Commission deems the building to have architectural or historic significance.
2. The applicant must submit a Façade Improvement Grant application to the Town Clerk.
3. Town staff will review the application with the applicant and will then forward the application with a recommendation regarding the grant to members of the Uptown Design Review Commission before the Commission's next regularly scheduled meeting.
4. Applications shall include an inspection of the site by a licensed architect or structural engineer to verify that the building is structurally sound and that all major building systems, such as electric, HVAC, fire protection, and plumbing, are functioning safely. All code deficiencies shall be noted.
5. The Uptown Design Review Commission will review the application at its next regularly scheduled meeting. The commissioners will attempt to act upon the grant request at this meeting; however, the Commission may request additional information from the applicant or delay final action on the grant request for other reasons. The commission will not approve a specific grant amount until it has seen at least two bids from qualified contractors. Grant funding will be based on the lowest reasonable bid from a qualified contractor. The applicant may use a higher bidder, however, the grant award will not cover the additional expense.
6. After the Commission approves the application, all change orders must be approved by the Uptown Design Review Commission chairperson in writing. If the applicant at any time deviates from the requirements set out by the review committee and fails to obtain a valid approval for such deviations, the grant will no longer be available.

If, during the course of the project, unforeseen difficulties increase the cost of the project, the applicant may seek expedited review of a request for additional funds as long as the applicant has not already received the maximum grant amount available. The design review commission chairperson and a Town staff representative will conduct the expedited review.

7. The applicant may not serve as his or her own contractor except in those instances where the applicant is an owner or partner in a company regularly doing business as a building contractor and in the opinion of the Uptown Design Review Commission has the capacity and skill to complete the proposed improvements.

8. The applicant must also obtain a Certificate of Compliance from the Uptown Design Review Commission prior to starting the project; however, it is not necessary that the Certificate be obtained prior to filing an application for a Façade Grant.

9. Necessary building permits must be obtained before work begins. Questions regarding building permits should be directed to the Town of Normal Building Inspections Department.

10. Prior to the release of any grant funds, the applicant must submit to the Town lien waivers and a project completion report, including copies of all bills, receipts, and cancelled checks associated with the project, and proof of the payment of prevailing wages. In addition, such report shall include evidence that such project for which the grant was awarded is 100% complete. The building inspector shall make a final on-site inspection of such completed project prior to the release of any grant funds for such project. In addition, a subcommittee of the design commission must also inspect and approve of the project upon completion prior to the release of grant funds.

11. The Uptown Design Review Commission may consider multiple grant requests pertaining to one site provided that the specific projects are sufficiently distinct and separate. However, only two grants may be given to one building in one year.

12. The Uptown Design Review Commission reserves the right to deny any grant application.

13. Recipients of any façade grant funds must agree to observe all applicable federal, state, and local laws pertaining to the use of grant funds.

14. Projects must be completed in accordance with the procedures set forth in this document within one year from the date of the Uptown Design Review Commission meeting in which the grant was awarded or grant approval will automatically be revoked. The Commission reserves the right to allow a reasonable extension of time upon receiving a written request from the applicant to do so.

15. The Uptown Design Review Commission reserves the right to prioritize the applications on the basis of the location of the project, the extent of the work, the level of

private funding and the relative impact of the proposed improvements on the area. In addition, the Commission reserves the right to reject any applications regardless of the availability of funds or compliance with the uptown design ordinance.

Submit completed applications to:

**Town Clerk
100 E. Phoenix Ave.
Normal, IL 61761
(309) 454-9623**

Address all questions to Lauren Kerestes, Associate Planner at (309) 454-9623 or via email at lkerestes@normal.org.

TOWN COUNCIL ACTION REPORT

May 31, 2007

Resolution Authorizing a \$10,000 Increase in the Town's Maximum Annual Contribution of \$10,000 for the Uptown Business Loan Program, as well as Minor Language Changes to the Program Requirements.

PREPARED BY: Lauren Kerestes, Associate Planner

REVIEWED BY: Mark R. Peterson, City Manager
Ron Hill, Finance Director
Steven D. Mahrt, Corporation Counsel
Mercy Davison, Town Planner

BUDGET IMPACT: An additional \$10,000 annual Town contribution will be budgeted for the Uptown Business Loan Program, account number 240-3010-415.43-20. This will bring the total annual Town maximum contribution for the program to \$20,000.

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Resolution, Proposed Revised Uptown Business Loan Program

BACKGROUND

In June 2003 the Town Council approved the Uptown Business Loan Program as attached. The program allows the Town to "buy down" 3% of the interest on loans given to improve properties in the B-2 Central Business District. The Town's maximum annual contribution to the loan program is currently \$10,000.

DISCUSSION/ANALYSIS

Staff anticipates that pending and future loan program agreements will push the Town's annual participation in the program over the \$10,000 maximum. It is recommended that the annual limit for Town participation be increased to \$20,000. In addition to this change, staff requests minor revisions to the program language.

Below is a summary of the staff recommended changes (see attachment for full program information and changes):

- Section IV.A.b. – increase amount from \$10,000 to \$20,000
- Section IV.A.c. – add clarification on how the Town calculates its annual payment to the bank
- Section IV.B. – remove the specific reference to the Bank of Illinois, as any bank designated as a depository in the Town's Municipal Code Sec. 2.3-45 is eligible for the program.

TOWN COUNCIL ACTION REPORT

From the beginning the loan program has been successful, but within the last year the number of applications for the program has increased. Several uptown businesses have received loans, including Jimmy John's, Micheleo's, and Harold's Chicken Shack. Town staff recommends that Town Council approve the increase in the annual amount allocated to this program.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A \$10,000.00 INCREASE IN THE TOWN'S
MAXIMUM ANNUAL CONTRIBUTION FOR THE UPTOWN BUSINESS LOAN
PROGRAM AND APPROVING OTHER CHANGES IN THE PROGRAM

WHEREAS, the Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, in June 2003 the Town Council approved the Uptown Business Loan Program whereby the Town "buys down" 3 per cent of the interest on loans given to improve properties in the B-2 Central Business District; and

WHEREAS, the Town's maximum annual contribution under the loan program is currently set at \$10,000.00; and

WHEREAS, it is in the best interests of the health, safety and welfare of the citizens of Normal to increase the Town's maximum annual contribution to the loan program an additional \$10,000.00 to make a total contribution of \$20,000.00 and provide for other minor changes in the program requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That the Uptown Business Loan Program previously adopted by the Town Council in June 2003 be and the same is hereby amended and re-approved all in accordance with the terms set forth in Exhibit A attached hereto and incorporated herein by reference.

ADOPTED this _____ day of _____, 2007.

APPROVED:

President of the Board of Trustees of
the Town of Normal, Illinois

ATTEST:

Town Clerk

(seal)

EXHIBIT A

Uptown Business Loan Program

I. Introduction

From April 1986 through September 1989, the Town used more than \$20,000.00 of Community Development Block Grant (CDBG) funds to provide loans to uptown businesses. The purpose of these loans was to encourage building owners/tenants to bring their properties up to current building and fire codes and to enhance their appearance. Due to constraints placed on CDBG funds by HUD, this program ended in 1989.

Although the initial funding source is no longer available, the Mayor and Council continue to believe that the Central Business District, with its unique collection of turn-of-the-century buildings, is a viable area of the Town worthy of preservation. The Mayor and Council believe that providing financial assistance, in the form of below-market-interest loans, is in the public interest and that the Town has a responsibility to share in the preservation of the uptown. In addition, improving the building stock in uptown Normal is a critical part of the overall Uptown Renewal Effort.

II. Purpose

The Uptown Business Loan Program is designed to ensure that funded projects further the goals of the Uptown Renewal Plan and comply with all Town ordinances, in particular the Uptown Design Ordinance. In addition, projects are evaluated with the following criteria:

- 1) Structural stability. No loans would be approved for buildings that the Building Inspections Department deems to be structurally unsound unless the loan funds will address the structural problems.
- 2) Code compliance. Projects seeking to address life/safety problems would be given a high priority.
- 3) Significant properties. High priority would also be given to properties of architectural, historic, or cultural significance.

The uptown renewal goals can be accomplished by making funds available at below-market interest rates in a cooperative effort between the Town and the Bank of Illinois.

III. Eligible Properties and Projects

In order to be eligible for the program, projects must be capital improvements planned for properties located within the B-2 Central Business District. In addition, the Uptown Design Review Commission must approve the project prior to the commitment of any Town funds. Their approval will be based on the criteria listed in the previous section.

IV. Loan Policy

A. Funding

- a. The Town will “buy down” 3% of the interest on approved loans. The interest on the Bank’s investment shall be at a maximum of 2% above commercial prime lending rate.
- b. The Town shall commit up to \$20,000 for the program annually. The **minimum** loan amount shall be \$20,000. The maximum loan amount shall be \$100,000. The maximum term of the loan may not exceed 10 years. The Town Council may approve loans that exceed the maximum, based on availability of funds and other considerations.
- c. The Bank shall establish the payment arrangement with the borrower according to usual and customary banking practices. Town agrees to make annual payments to Bank on each active Uptown Business Loan carried by the Bank.
- d. The Town will calculate its annual payment (3% of the outstanding balance) using a simple interest loan amortization schedule given the terms set forth in (a) and (b).

B. Application

When application for a loan under this program is made to the Bank, the Bank shall begin processing the loan and shall also notify the applicant that he/she must submit a description of the proposed work to the Town Clerk on the official application form. (See attached Town of Normal application form.) The Bank’s preliminary approval shall be based on usual underwriting criteria; however, final approval will be contingent upon the Uptown Design Review Commission’s approval of the plans. If either the Bank or the Uptown Design Review Commission denies the loan request, they shall promptly notify the other and the applicant.

Applications shall be processed in the order received, contingent on availability of funds. Waiting lists will be established as necessary. Borrowers must apply to a bank designated as a depository in Sec. 2.3-45 of the Town’s Municipal Code. The applicable bank will then process the application in their usual and customary manner.

C. Term

The maximum term of the loan shall be ten (10) years.

Loan Approval Process

1. The loan process begins with the Bank. Applicants must work with a Bank designated as a depository in Sec. 2.3-45 of the Municipal Code. Prospective applicants should contact the Bank for loan application materials, which will be evaluated by the Bank according to customary banking procedures.
2. After the applicant has obtained approval from the Bank, the applicant should fill out an application for the Town of Normal Uptown Business Loan Program. See attached. The completed application should be submitted to the Town Clerk along with an inspection of the site by a licensed architect or structural engineer to verify that the building is structurally sound and that all major building systems, such as electric, HVAC, fire protection, and plumbing, are functioning safely. All code deficiencies shall be noted. The Town will not participate in a loan for a building deemed structurally unsound or seriously deteriorated unless the loan funds will be used to address these problems.
3. Town staff will review the application and will then forward the application with a recommendation regarding the loan to members of the Uptown Design Review Commission before the Commission's next regularly scheduled meeting. In order to obtain a staff review, applicants will need to provide sufficiently detailed project information to Town staff. These details must include all requirements set forth in the Uptown Design Review Ordinance for projects impacting the exterior of a property. For interior projects, Town staff will need all of the information generally required for the Building Inspections process.
4. The Uptown Design Review Commission will review the application at its next regularly scheduled meeting. The commissioners will attempt to act upon the loan request at this meeting; however, the Commission may request additional information from the applicant or delay final action on the loan request for other reasons.
5. The maximum loan amount that the Town will fund is \$100,000.00 and the minimum is \$20,000.00. The maximum loan term on a loan with Town assistance is 10 years. Applicants may seek a waiver from these requirements from the Town Council.
6. After the Commission approves the application, all change orders must be approved by the Uptown Design Review Commission chairperson in writing. If the applicant at any time deviates from the requirements set out by the review committee and fails to obtain a valid approval for such deviations, the loan assistance provided by the Town will no longer be available. If, during the course of the project, unforeseen difficulties increase the cost of the project, the applicant may seek expedited review of a request for additional funds as long as the applicant has not already received the maximum loan amount available. The design review commission chairperson and a Town staff representative will conduct the expedited review.

7. If the project funded by the loan requires a Certificate of Compliance under the Uptown Design Review Ordinance, the applicant must obtain the Certificate of Compliance from the Uptown Design Review Commission prior to starting the project; however, it is not necessary that the Certificate be obtained prior to filing an application for a loan.
8. Necessary building permits must be obtained before work begins. Questions regarding building permits should be directed to the Town of Normal Building Inspections Department.
9. After receiving approval from both the Town and the Bank, loan applicants will deal exclusively with the Bank in repaying the loan. The Town and the Bank will make arrangements for the Town's "buy down" of a portion of the loan interest.
10. The Uptown Design Review Commission reserves the right to deny any loan application.
11. Recipients of any loan grant funds must agree to observe all applicable federal, state, and local laws pertaining to the use of loan funds.
12. The Uptown Design Review Commission reserves the right to prioritize the applications on the basis of the location of the project, the extent of the work, the level of private funding and the relative impact of the proposed improvements on the area. In addition, the Commission reserves the right to reject any applications regardless of the availability of funds or compliance with the uptown design ordinance.

**Submit completed applications to:
Town Clerk
100 E. Phoenix Ave.
Normal, IL 61761
(309) 454-2444**

**Address all questions to Lauren Kerestes, Associate Town Planner at (309) 454-9623
or via email at lkerestes@normal.org.**

Uptown Business Loan Program Application Form

1. **Applicant Information**

Applicant _____
(Name)

Home Address _____
(Street) (City/State/Zip) (Phone)

Business Address _____
(Street) (City/State/Zip) (Phone)

Email _____ Fax _____

2. **Owner Information** (If Applicant is not Owner of building)

Owner _____
(Name)

Home Address _____
(Street) (City/State/Zip)
(Phone)

3. **Building Information**

Building for which the loan assistance is sought:

(Street Address) (Commonly Known As)

Applicant is: _____ Owner _____ Tenant

If tenant, what is the term of the lease? _____

4. **Building Description**

Total number of existing storefronts in building: _____

Addresses of storefronts and names of businesses:

If the Applicant is other than the owner of the building, the following line must be completed:

I certify that I, the owner of the property at _____
do authorize the Applicant to apply for loan assistance under the Uptown Business Loan Program and to undertake the approved improvements.

(Owner Signature)

(Date)

Please attach to this application the following documents:

1. Proof of bank loan approval
2. Conceptual design plan and an outline of work specification prepared by an architect who has conducted an on-site inspection and personal interviews with the applicant

FOR OFFICE USE ONLY

Date application received: _____

Application Number: _____

Denied Grants

Date denied: _____

Reason for denial: _____

TOWN COUNCIL ACTION REPORT

May 31, 2007

Resolution Accepting the Public Improvements in the Original Addition to Wintergreen Subdivision for Maintenance

PREPARED BY: Gene Brown, City Engineer

REVIEWED BY: Mark R. Peterson, City Manager
Mike Hall, Director of Public Works
Steve Gerdes, Water Director

BUDGET IMPACT: None

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Resolution

BACKGROUND

The Original Addition of Wintergreen Subdivision consists of sixty-one lots and three outlots is located north of Raab Road between Prairieland School and Pheasant Ridge Subdivision. Public improvements include sanitary sewers, storm sewers, water mains, sidewalks and streets.

DISCUSSION/ANALYSIS

All public improvements except sidewalks in the Original Addition of Wintergreen Subdivision have been completed, inspected and found to be in compliance with Town standards. Therefore, Staff recommends acceptance for maintenance of all public improvements except sidewalks in the Original Addition of Wintergreen Subdivision in accordance with Section 16.3-9.2 of the Municipal Code.

RESOLUTION NO. _____

A RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS IN WINTERGREEN
SUBDIVISION FOR MAINTENANCE

WHEREAS, certain public improvements dedicated to the public by the approval of Wintergreen Subdivision are now installed; and

WHEREAS, a certificate of the Town Engineer, has been filed with the Town Clerk certifying that all improvements required to be constructed or installed have been constructed or installed and approved by him, except for sidewalks.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That the public improvements shown and dedicated in Wintergreen Subdivision, be, and the same, are hereby accepted for maintenance by the Town of Normal with the following exception: Sidewalks are not accepted for maintenance until further action by the Town Council.

ADOPTED this _____ day of _____, 2007.

APPROVED:

President of the Board of Trustees of
the Town of Normal, Illinois

ATTEST:

Town Clerk
(seal)

TOWN COUNCIL ACTION REPORT

May 31, 2007

Resolution Accepting a \$250,000.00 Irrevocable Letter of Credit from the Developers of the Savannah Green Planned Unit Development Subdivision for Public Improvement Performance and Workmanship and Substandard Roadway Guarantees and Securities

PREPARED BY: Gene Brown, City Engineer

REVIEWED BY: Mark R. Peterson, City Manager
Steven D. Mahrt, Corporation Counsel

BUDGET IMPACT: None

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Resolution

BACKGROUND

In accordance with the section 16.4-6 of Town's Subdivision Code the developers of the Savannah Green Planned Unit Development Subdivision have posted prior to the recording of all final plats payment, performance and workmanship guarantees for public improvements, and a substandard adjacent roadway improvement guarantee and security for a portion of Pine Street (\$87,840.00), in the form of irrevocable letters of credit which to date total \$777,703.00. These letters of credit are normally reduced to ten percent (10%) of the total estimated cost of the public improvements required for each final plat after installation of the improvements, which is then held for one year after formal acceptance of the improvements for maintenance by the Council. Substandard adjacent roadway improvement guarantees and securities are held for up to ten years and then released if the substandard roadway is not improved by the Town during that time period.

Currently none of the public improvements in Savannah Green have been accepted for maintenance. The remaining development partners, Vic Armstrong and Al LaRochelle, have been working with the Engineering and Water Departments for the past year in attempting to complete all work required to bring the public improvements to a condition where staff can recommend to the Council that they be accepted for maintenance thereby starting the one year guarantee period.

Last year the individual letters of credit were combined into a single letter of credit which is set to expire June 7, 2007. The developers have requested that since many of these improvements have been in place for several years, and that it appears that all outstanding items on the various punch lists have been completed, primarily pavement repairs required because of damage to street and alley pavements during the home construction phase, that the letter credit not be renewed to satisfy the one year guarantee period. Staff does not have the authority to grant this request and feels the developer should not be relieved entirely of this obligation. Staff has proposed the developers post a \$250,000.00 letter of

TOWN COUNCIL ACTION REPORT

credit, which is the amount routinely posted by developers of subdivisions who have requested as part of an annexation agreement to satisfy payment, performance and workmanship guarantees, and substandard adjacent roadway improvement obligations, with a revolving letter of credit.

DISCUSSION/ANALYSIS

This resolution will allow the developers of the Savannah Green Planned Unit Development Subdivision to satisfy the requirements of section 16.4-6 of Town's Subdivision Code with a \$250,000.00 irrevocable letter of credit. \$87,840.00 of this amount will be held until Pine Street adjacent to the Ninth Addition of Savannah Green is improved, or until June 9, 2014 when the developers' obligation expires. The remainder will be released one year after acceptance of the ninth and final addition of the development.

RESOLUTION NO. _____

A RESOLUTION ACCEPTING A \$250,000.00 MAINTENANCE BOND FOR SAVANNAH GREEN PLANNED UNIT DEVELOPMENT

WHEREAS, the Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, the Town of Normal previously approved a final development plan for Savannah Green Planned Unit Development; and

WHEREAS, the developer has requested to reduce the current payment, performance and workmanship bonds posted for the various phases of Savannah Green Planned Unit Development to a \$250,000.00 bond; and

WHEREAS, it is in the best interests of the health, safety and welfare of the citizens of Normal to accept a payment, performance and workmanship bond in the amount of \$250,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That the City Manager be and he is hereby authorized to accept a planned unit development payment, performance and workmanship bond in the amount of \$250,000.00 for Savannah Green Planned Unit Development. Provided, however, that a portion of the security posted for said bond shall remain in effect following acceptance and final release of all improvements within the planned unit development in order to guarantee and secure a substandard adjacent street roadway guarantee for Pine Street in the amount of \$87,840.00.

ADOPTED this ____ day of _____, 2007.

APPROVED:

President of the Board of Trustees of the
Town of Normal, Illinois

ATTEST:

Town Clerk

(seal)

TOWN COUNCIL ACTION REPORT

May 31, 2007

An Ordinance Amending Section 11.2-2 of the Municipal Code Regarding Experimental Building Construction Method Studies

PREPARED BY: Greg Troemel, Director of Inspections

REVIEWED BY: Mark R. Peterson, City Manager
Wayne Karplus, Assistant Corporation Counsel

BUDGET IMPACT: N/A

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Ordinance

BACKGROUND

This spring the Town Council created an expanded multi-disciplinary Building Board of Appeals. At the same time, the Council adopted updated versions of various construction codes. These codes are amended on a three-year cycle. It is not unusual for a new product or construction method to be introduced prior to approval by the International Code Council. It is also sometimes the case that the Town has not accepted national provisions, but has provided for stricter local standards. Developers and builders have requested on occasion that they be permitted to utilize these new and prohibited materials and methods. The Building Board of Appeals believes that some of these materials and methods may improve construction in the Town of Normal. The Board, however, has reservations about recommending alternative products for general approval in the Town until it has had some "real world" experience with the product. The Building Board would like to allow for experimental or limited trial periods for new products and methods before recommending permanent code amendments.

The first such product to be considered involves an alternative plumbing material currently not permitted by our code. The product in question is called Cross Linked Polyethylene Tubing commonly referred to as "Pex Tubing". In layperson's terms Pex Tubing is a plastic water piping material used for the distribution of potable water. This product has been approved for use by the Illinois State Plumbing Code since the 1990's.

At the request of a developer, the Town convened the Building Board of Appeals to reconsider the use of the product. After discussing the product with the developer and the Inspection Department staff, and after reviewing literature on the product, the Board was comfortable in considering the use of the product on a controlled basis. As proposed, the use of the product would be limited to three specific residential applications (single-family, multi-family and mixed-use), and a maximum of five projects of each building type. After a defined period of time, the Building Commissioner would report back to the Building Board of Appeals regarding the products performance. If the performance is satisfactory, the Building Board of Appeals will likely recommend a permanent amendment to the code.

TOWN COUNCIL ACTION REPORT

DISCUSSION/ANALYSIS

This ordinance proposes to authorize the Building Board of Appeals to allow for experimental or “pilot” programs that consider the use of alternative building materials or methods. This proposed ordinance would meet the needs of the developer’s current request and would also eliminate the potential for prematurely amending the codes until after the product or material has been satisfactorily evaluated by the Building Board of Appeals and staff.

The Inspection Department staff is supportive of this approach to consider alternate products, materials and construction methods and requests the Town Council’s approval.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 11.2-2 OF THE MUNICIPAL CODE
REGARDING EXPERIMENTAL BUILDING CONSTRUCTION METHOD STUDIES

WHEREAS, the Town of Normal has enacted certain ordinances regarding building methods in the Town of Normal; and

WHEREAS, there are occasions in which new construction materials and methods are sought to be implemented in the Town, but are prohibited by the Code; and

WHEREAS, it would be beneficial to allow the use of new materials or methods on a pilot or experimental basis; and

WHEREAS, the Building Commissioner and Building Board of Appeals have sufficient expertise to set parameters regarding experimental programs which will safeguard the public.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That Section 11.2-2 of the Municipal Code of the Town of Normal be amended by adding the following paragraph F:

SEC. 11.2-2 FUNCTIONS. The Building Board of Appeals shall have the following functions:

- A. To hear and decide all appeals from rulings or determinations of the Building Commissioner under this Chapter and rulings or determinations of the Building Commissioner, Plumbing Inspector, HVAC Inspector, Electrical Inspector, and to hear and decide all appeals from rulings or determinations of the Chief Fire Inspector under the Fire Prevention Code (Chapter 6 of the Municipal Code, Town of Normal, Illinois, as amended). In Any appeal stemming from a particular discipline, two representatives of that discipline must attend and participate in hearing and deliberation of the case unless such participation would be prohibited by law. (Amended 2/19/79)(Amended 6/18/90)
- B. To serve as the “Board of Appeals” as that term is used in the various International construction and property maintenance codes adopted by the Town of Normal. (Amended by Ord. No. 4231 4/18/94)
- C. To recommend to the Town Council reasonable rules and regulations governing the issuance of permits by the Building Commissioner under this

Chapter.

- D. To recommend to the Town Council reasonable fees to be paid for the inspections performed by the personnel of the Building Inspection Department of the Town of Normal under this Chapter.
- E. To perform such other duties as may be given or assigned by the Town Council.

F. The Building Board of Appeals, in concurrence with the Building Commissioner, shall have the authority to provide for experimental programs or pilot studies, including studies which would allow for the installation of materials or methods which are otherwise prohibited by Town ordinance. In determining whether to approve such studies or pilot programs, the Building Board shall consider the health and safety of the residents of the Town of Normal, the likely future use of the product or method sought to be used, and the expected benefit of the intended material or method. Any program or study approved shall be limited in duration and scope such that a reasonable assessment can be made of the material or method. The Building Commissioner shall report regularly to the Building Board of Appeals on the effectiveness of such material or method approved for a pilot program or study.

SECTION TWO: That the Municipal Code Town of Normal, Illinois 1969, as amended, shall remain in full force and effect as amended hereby.

SECTION THREE: That the Town Clerk be and she is hereby directed and authorized to publish this ordinance in pamphlet form as provided by law.

SECTION FOUR: That this ordinance shall take effect ten days after the date of its publication.

SECTION FIVE: That this ordinance is adopted pursuant to Home Rule Authority granted the Town of Normal by Article 7, Section 6, of the Illinois Constitution, 1970.

APPROVED:

President of the Board of Trustees of the Town of
Normal, Illinois

ATTEST:

Town Clerk

(seal)

The foregoing ordinance was voted upon and passed by the President and Board of Trustees of the Town of Normal on the ____ day of _____, 2007, with ____ voting aye; _____ abstaining; _____ voting nay; and ____ absent.

	AYE	NAY	OTHER		AYE	NAY	OTHER
Councilwoman Reece				Councilman Chambers			
Councilman Nielsen				Councilwoman Gaines			
Councilman Fritzen				Mayor Koos			
Councilman Scott							

The foregoing ordinance was approved by the President and Board of Trustees of the Town of Normal on the ____ day of _____, 2007.

The foregoing ordinance was published in pamphlet form on the ____ day of _____, 2007.

Town of Normal Pex Piping Policy

Purpose: The pex pilot program is designed to verify the installation and durability of the pex systems under conditions as an approved product. Data shall be collected via interviews with the occupant, plumbing contractor and building contractor. The data collection shall continue up to a minimum of six months from the date of the certificate of occupancy that is awarded by the Town of Normal. The data shall be combined into a report and presented to the Building Advisory Board for further action after completion of all the pilot project sites.

Three types of residential building, five pex pilots' sites of each type;

1. Single family
2. Multi-family
3. Mixed-Use (Business on first and or second floor, residential on floors above)

The following requirement shall pertain to the installation of pex piping systems on the potable hot and cold water distribution system inside of the residence, only.

1. The plumbing contractor shall request a pex pilot site. Pex pilot sites shall be distributed at the discretion of the Town of Normal staff. The plumbing contractor shall adhere to the installation policy and procedures of the pex policy.
2. The installation of pex product shall be installed exclusively by a registered plumbing contractor.
3. The plumbing contractor and all employees who install pex shall submit proof of manufacturer product certification of the pex system being used.
4. A Copy of the installation instructions of the type of pex used shall be submitted to the Town of Normal plumbing inspector. A detailed drawing/schematic shall be submitted to the plumbing inspector. Size of piping and layout shall be depicted.

Install per manufactures installation instructions with the following addendums:

1. Red pex tubing shall be used to designate hot water and blue pex tubing shall be used as cold water distribution piping.
2. Either a manifold or branch trunk system design may be utilized. However, a mixture of each at one site shall not be permissible.
3. Pex tubing shall not be exposed to direct or indirect ultraviolet light.

Addendums Continued:

4. Horizontal piping shall be secured a maximum of 32" intervals; vertical piping shall be secured a maximum of 48" intervals.
5. Pex tubing passing through metal studs or plates shall be protected by plastic grommets designed for this use.
6. Tubing passing through a concrete slab or wall shall be protected by use of protective sleeves.
7. No fittings shall be installed in underground plumbing installations.
8. All pex tubing used underground shall be bedded in a minimum of 6" of sand.
9. Fire caulk and any other chemicals coming into contact with the pex tubing shall be approved with documentation by the manufacturer of the caulk material. This documentation shall be submitted to the Town plumbing inspector.
10. An air or water test shall be witnessed by the Town plumbing inspector at time of the plumbing rough in inspection. The test shall be a minimum of 40 psi and a maximum of 100 psi. for a duration of two hours.
11. Insert fittings with a smaller inside diameter than the pex tubing used shall not be approved. Exception: Insert fittings may be used if the pex tubing used is a minimum of one pipe size larger than is required for the fixture being served.
12. The water meter shall be properly supported. A rigid water supply pipe shall not be considered a proper support.

General Orders

TOWN COUNCIL ACTION REPORT

May 31, 2007

A Resolution to Waive the Formal Bidding Procedures and Approve a Contract with Guthoff Mehall Allen & Company, P.C. for Auditing Services at a Total Cost not to Exceed \$24,000 and Authorization of a Budget Amendment in the Amount of \$19,200 Using Contingency Funds

PREPARED BY: Ronald J. Hill, Director of Finance

REVIEWED BY: Mark R. Peterson, City Manager
Pamela S. Reece, Assistant City Manager
Wayne E. Karplus, Deputy Corporation Counsel

BUDGET IMPACT: Funds in the amount of \$4,800 are available for internal auditing in account number 001-301-415.20-10. A budget adjustment in the amount of \$19,200 would be necessary using funds from the contingency line item. Additional revenue may result from these audits, however, we have no way of identifying those possible revenues until the audit work has been completed.

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Resolution, Guthoff Mehall Allen & Company Agreed-Upon Procedures

BACKGROUND

During the 2006 fall staff retreat, numerous new programs and activities were identified for consideration by Council. Many of these staff generated program ideas were presented to the Town Council during their planning retreat which took place on November 17 and 18, 2006. As a result of the Council's retreat, creation of an internal auditing program was identified as a "top priority" for the Town. Direction provided to staff was to implement an internal auditing program as soon as possible.

DISCUSSION ANALYSIS

The Finance Department has identified three areas that could benefit from an expanded audit program:

- A. Audit of businesses paying taxes directly to the Town
- B. Internal audit of municipal operations handling cash transactions
- C. Review of internal controls and policies

TOWN COUNCIL ACTION REPORT

A) Businesses that pay taxes directly to the Town:

Currently 149 businesses collect and pay taxes (Hotel/Motel, Liquor, Utility and Food & Beverage) to the Town. With one exception, these businesses have never been audited by the Town, although the State of Illinois may have performed sales tax audits on some of these operations. Even though utility companies are expected to generate \$4.9 million in FY 2007-08, the expanded audit program being recommended does not include audits of these companies due to the complexity of the audit. On one occasion, the Town of Normal and City of Bloomington jointly hired experts in the utility field to conduct an audit of all utility companies that paid the 5% utility tax. These audits were successfully completed with the exception of Illinois Power and all of the phone companies. Illinois Power records were not easily accessible and the phone companies were able to block the intended audit. There are, however, specialty audit firms that currently have the ability to audit these phone companies. An audit of utility companies could be attempted again at a later time. After removing utility companies, the remaining Normal businesses that would be subject to these audit procedures (Hotel/Motel, Liquor and Food & Beverage) are expected to generate \$2.9 million in tax revenue for the Town in 2007-08.

It is difficult to quantify the value of non-compliance in either the utility or other businesses with regard to improper tax reporting and payment, but it is very likely that all businesses are not 100% compliant in their tax reporting. This is not to imply that any non-compliance is willful, but more likely a record keeping problem or a misunderstanding of the compliance requirement. By way of example, if 1% of the total revenue collected is understated due to a compliance problem, the loss to the Town equals \$29,000.

B) Audit of Town operations that collect cash outside the confines of City Hall:

Cash is collected in fourteen different Town locations. Most of these locations are under the direction of the Parks and Recreation Department. This department is expected to collect \$3.4 million dollars during FY 2007-08. The Finance Department has performed limited audits of these operations on an annual basis in past years. The purpose was to verify that reported cash was in fact on hand, and that operating procedures were appropriate. Recommendations for improvement were made and implemented as necessary. Another benefit of these reviews is to increase employee performance through their awareness of an internal audit oversight.

C) Examination of internal controls over all Town assets:

This would not only include reviews of cash processing within Finance, but also a review of bills processed for payment by other departments. Included in this internal control review would be the examination of assets reported by the Town such as vehicles, equipment and inventory. The total value of vehicles and equipment currently recorded is \$11.4 million. The auditor would also review Council / Administration policy to determine if departments are compliant.

The following three approaches to providing these internal audit services were studied by Staff:

- hiring a full time in-house auditor
- hiring a part-time in-house auditor
- engaging the services of an outside auditing firm.

The staff recommends contracting the services of an outside auditing firm. Utilizing this approach the Town retains the flexibility to add a full time employee at a later time. This approach also lends itself to evaluating the effectiveness of an internal audit function without long term obligations associated with employment. The outside auditing firm is experienced in the program development of all three areas to be addressed. Once formal written audit programs have been prepared, the Town could rely on this

TOWN COUNCIL ACTION REPORT

documentation to guide a full time employee if hired at a later time. The initial recommended cost with this approach is \$24,000 as compared to an estimated cost of \$79,000 for a full time employee (including wages and benefits) and \$43,000 for a part-time employee.

Contractual use of Guthoff Mehall Allen & Company would begin in July and is expected to be concluded during this fall. Once these services have been completed, staff would evaluate this contractual approach to internal auditing. A long term approach to the internal audit function would then be recommended to the Town Council and incorporated into the Town's 5-year budget.

The Town's current outside auditor, Sikich LLP, was initially contacted concerning internal auditing services. Although the firm was extremely supportive of this effort, they declined the invitation to submit a proposal citing a conflict of interest given their role as the Town's external auditor. Staff believed use of an auditing firm having prior experience auditing the Town was advantageous. The firm of Guthoff, Mehall, Allen & Company not only had prior experience auditing the Town, but they also currently audit the MICA books maintained by the Town for the MICA organization. Cathy Allen, who is a partner in the firm, was the lead auditor when the firm audited the Town in the past; therefore, she has direct knowledge of basic Town operations. Rick Mehall, a partner in the firm, will be present at your meeting on June 4, 2007 to answer any questions Council may have.

The chart below summarizes the proposed cost of services to be offered:

Cost	Work (July to November 2007)
\$2,250	Establishment of initial audit programs
\$14,000	Ten initial visits to businesses - Some visits may require more than one review if records are not complete. An extra \$4,000 was estimated for follow-up visits.
\$4,800	Two visits during the summer for Golf Course, Pools and Champion Fields
\$2,950	Internal control review of Town operations
\$24,000	Total Budget for FY 2007-08

Staff would report back to Council upon completion of the identified services described in this report. The report will include a recommendation for future internal auditing services.

RESOLUTION NO. _____

A RESOLUTION TO WAIVE THE FORMAL BIDDING PROCEDURES AND APPROVE A CONTRACT WITH GUTHOFF, MEHALL, ALLEN & COMPANY, P.C. FOR AUDITING SERVICES AT A TOTAL COST NOT TO EXCEED \$24,000

WHEREAS, the Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, the Town of Normal wishes to engage the services of Guthoff, Mehall, Allen & Company, P.C. for the purposes of performing certain internal and external audits; and

WHEREAS, auditing services are professional services which require skill and experience; and

WHEREAS, a bidding procedure does not lend itself to the hiring of a professional auditing service; and

WHEREAS, the Town is acquainted with the auditing procedures of Guthoff, Mehall, Allen & Company, P.C. and believes that the firm can perform the services in a professional manner; and

WHEREAS, Guthoff, Mehall, Allen & Company, P.C. has submitted information regarding the cost of its services on an hourly basis; and

WHEREAS, Town Staff believes that such costs are typical for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That Finance Director Ron Hill is authorized on behalf of the Town of Normal to enter into a contract with the firm of Guthoff, Mehall, Allen & Company, P.C. for specific auditing duties as set forth in the attached "Agreed-Upon Procedures" in an amount not to exceed \$24,000.

SECTION TWO: That the Town Clerk be and she is hereby authorized and directed to retain a fully executed original of said Agreement in her office for public inspection.

ADOPTED this _____ day of _____, 2007.

APPROVED:

President of the Board of Trustees of the Town of
Normal, Illinois

ATTEST:

Town Clerk

(seal)

Agreed-Upon Procedures

Entity Selection

1. Review/scan the Town's historical records of taxes received:
 - Note high dollar taxpayers
 - Scan for consistency of payment dollars
 - Convert Town's excel spreadsheets to percentages paid by month by vendor, review for reasonableness compared to other taxpaying entities
2. Initial meeting with Town officials to determine any known problem entities or suspected ordinance violators to determine if target review is warranted.
3. Make entity selection – obtain approval from Town personnel

Fieldwork/compliance testing

For each entity selected, perform the following procedures:

1. Obtain, from the Town records, a historical record of taxes remitted, including amounts and dates remitted including corresponding remittance forms
2. Select three months to test (within the last 12 months) – note whether the selection is haphazard or targeted based on any observations noting nonconformity with normal patterns for that entity. Perform on-site visit to the entity, performing the following procedures:
 - i. Obtain copy of remittance form from taxpayer for selected periods
 - ii. Through inquiry, determine whether taxpayer is knowledgeable of the applicable tax regulations.
 - iii. Request and examine supporting documentation for the payment - agree to the remittance form
 - a) For motel taxing entities, request occupancy numbers by month for the prior 12 months, compare to taxes remitted for reasonableness
 - b) For liquor taxing entities, request schedule of monthly receipts (12 months), compare to taxes remitted for reasonableness
 - c) For food and beverage taxing entities, request schedule of monthly receipts (12 months), compare to taxes remitted for reasonableness
 - iv. Review bookkeeping procedures with taxpayer or their bookkeeping designee
 - 1) Walk through daily and monthly system noting procedures performed as related to documentation of collection of tax

- 2) Make a selection (number depending on risk assessment) of daily transaction records and trace to monthly receipt totals and remittance of tax amount
3. If financial records are kept off premises (accounting firm, etc.), perform the above procedures where taxpayer requests, but perform an on-site visit to review daily receipt records

Other Issues

Are all of the above procedures allowable within the guidelines of the ordinances?

Who will communicate with the taxpayer as to their selection for testing?

How much lead time to give the taxpayer after initial notice?

Send blanket letters to all taxpayers notifying them about our services and the fact that they may be chosen? (This by itself could even result in better compliance with the regulations.)

Reporting Results

Prepare a written memo-style report with summary of results. Include copy of detail work program with sign-offs, comments, etc.

Retain copies of financial information obtained from taxpayer at Guthoff office as a gesture of confidentiality for taxpayer.

If the results of this work raise questions about the taxpayer's compliance with the ordinances, we would work with your office regarding additional procedures to perform.

Town of Normal
Estimated Fees
Internal Audit Work

Tax Receipt Testing

Development of work program for tax receipt testing – prepared by Cathy Allen – \$1,750

Initial meetings with Town personnel to determine entity selection - \$500

Perform tests of 10 establishments to test work program and identify modifications needed – work done by CPA firm audit staff – minimum \$500 to a maximum of \$1,000 per visit. After the initial ten visits, review time with Town officials and negotiate fees for additional site visits.

Parks and Recreation

No fee for development of work program. Use standard internal control work programs. We could visit all 14 sites or less as requested by you. Estimated fee including a memo containing work performed and related results and conclusions - \$600 per site visit – follow-up work could be performed if requested.

Other – Construction Contract Payments and Equipment Records

No fee for development of work program. Our hourly rates for professional staff (excluding Cathy Allen) range from \$98 to \$135 per hour. This work could be handled entirely by our professional staff.

Some equipment records testing could be coordinated with the site visits to the parks and recreation locations.

TOWN COUNCIL ACTION REPORT

May 31, 2007

Resolution Authorizing Staff to Negotiate a Contract with CORE Construction in an Amount Not to Exceed \$11,122,847 for the Construction of the G-Block Parking Deck and Approval of Associated Budget Adjustments

PREPARED BY: Wayne A. Aldrich, Uptown Development Director

REVIEWED BY: Mark R. Peterson, City Manager

BUDGET IMPACT: A budget adjustment of \$389,731 will be required to Item 337-9855-466.55-20 (G Block Parking Deck) and an adjustment of \$12,500 will be required to Item 337-9855-466.55-60 (G Block Site Preparation) . Both adjustments will come from unobligated Uptown bond proceeds.

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Resolution, Proposal Letter from CORE Construction, Spreadsheet of Potential Cost Reductions and Budget Analysis, Exterior Renderings

BACKGROUND

On May 7, 2007, the Council rejected the original bids for the G-Block Parking Deck construction project, waived the formal bidding process and authorized staff to negotiate with CORE Construction for the G-Block Parking Deck construction. As you will recall, the low bid of \$12,660,000 was 18.9% higher than the budget estimate of \$10,657,316. In order to bring this project in line with the budget, CORE Construction Company, the Farnsworth Group, and representatives of Innovative Precast Solutions (IPC) have worked with other subcontractors and suppliers to develop "value engineering" proposals to reduce the project costs. At the May 7, 2007 meeting, the Council expressed concerns that the value engineering would compromise the aesthetic designs, the functionality or the durability of the original design. The Council also requested that the deck be completed in the same time frame as originally proposed by CORE Construction (April 30, 2008).

DISCUSSION/ANALYSIS

The design/construction team led by CORE Construction has identified various potential cost reductions for the project. These cost reductions were based on the following direction from the Town Council and Staff:

1. Designs will not compromise the durability of the parking deck.
2. Designs will be attractive and similar in appearance to the original architecture.

TOWN COUNCIL ACTION REPORT

3. Deck will have the same functionality as the original design, including the same number of parking spaces (657).
4. Construction will be completed in the same general time frame as originally proposed by CORE Construction.

Value Engineering Reductions

The construction/design team has identified various items that will reduce the construction cost of the project if accepted. These items are identified on the attached spreadsheet, and the major items are summarized as follows:

1. Modify the precast concrete designs including exterior architectural precast treatments
2. Eliminate the “poured-in-place” concrete surface topping and go to a “drive ready” precast surface topping
3. Eliminate the larger storage area and modify the first level “speed ramp” to include a storage area under the ramp
4. Modify the west retaining wall designs (adjacent to the Bank of Illinois) to a proprietary wall system
5. Eliminate the northeast stair tower
6. Eliminate the solid wall along the south side of the deck. This wall can be filled-in with masonry when the adjacent development to the south is built.
7. Reduce Owner’s Contingency from \$100,000 to \$50,000

Items Recommended to be Included in FY 08-09 Budget

Certain items included in the original bid may be deleted from this contract and added under separate contract at a later date. These items include the Parking Access and Revenue Control (PARC) equipment, wayfinding signage, and surveillance. These items are necessary to the operation of the proposed parking deck; however, the team felt that the cost could be reduced by discussing these systems further with the designers and suppliers and by soliciting recommendations from Heartland Parking, Inc., the Town’s selected parking management firm. It is recommended that these items be eliminated from the construction contract, budgeted in next year’s budget and added under separate contract prior to opening the parking deck. The total amount of these systems at this time is estimated at \$673,120. However, staff is hopeful that the actual cost will be substantially less than the estimate

Schedule

CORE Construction indicates in the attached proposal letter that the completion date of April 30, 2008 is achievable if the Council approves this item and structural redesigns can be completed by the end of June 2007. Construction is anticipated to start in July 2007

Budget Analysis

The following summarizes the proposed budget for the project and the anticipated amount recommended for the CORE Construction contract:

CORE Original Base Bid	\$12,684,000
Direct Cost Savings from Value Engineering	(\$888,033)
Original Bid Items Recommended for FY08-09 Budget	<u>(\$673,120)</u>
Recommended CORE Contract	\$11,122,847
Required Budget Adjustment Item 337-9855-466.55-20	(\$389,731)
Expenses Budgeted in Other Accounts	<u>(\$75,800)</u>
Original Budget	\$10,657,316

TOWN COUNCIL ACTION REPORT

Recommendations

The total recommended cost reduction of \$888,033 represents 7% of the original bid. These cost reductions do not compromise the aesthetics, functionality, durability or schedule of the proposed project. The recommended not-to-exceed contract of \$11,122,847 with CORE Construction Company includes \$50,000 of Owner's Contingency and \$200,000 of Design Contingency, which will be used only as necessary.

As the construction of this deck is critical to the Uptown plan, and significant cost reductions are achievable without compromising the designs or number of parking spaces in the deck, the staff recommends approval and authorization of the proposed budget adjustments.

Representatives of CORE Construction, the Farnsworth Group and Innovative Precast Solutions (IPC) will be available at the Council meeting to make a presentation and answer questions.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING STAFF TO NEGOTIATE A CONTRACT WITH CORE CONSTRUCTION FOR THE CONSTRUCTION OF THE G BLOCK PARKING DECK

WHEREAS, the Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, the Normal Town Council did previously authorize Town Staff to negotiate with Core Construction in order to make modifications to the G Block parking deck to bring said deck within budget; and

WHEREAS, Town Staff has negotiated with Core Construction certain changes and alterations to the G Block parking deck; and

WHEREAS, it is in the best interests of the health, safety and welfare of the citizens of Normal to enter into a construction contract with Core Construction for the construction of the G Block parking deck.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That the City Manager be and he is hereby authorized and directed to negotiate a contract with Core Construction for the construction of the G Block parking deck in Uptown Town at a price not to exceed \$11,122,847.00.

ADOPTED this _____ day of _____, 2007.

APPROVED:

President of the Board of Trustees of
the Town of Normal, Illinois

ATTEST:

Town Clerk
(seal)



Building Growing Leading Since 1937

May 29, 2007

Mr. Wayne A. Aldrich, PE
Downtown Development Director
Town of Normal
100 E. Phoenix Ave.
P.O. Box 589
Normal, IL 61761-0589

Re: Uptown Normal G-Block Parking Structure Value Engineering

Dear Mr. Aldrich:

CORE Construction is pleased to submit our list of potential value engineering options to reduce the cost of the G-Block Parking Structure. We appreciate the opportunity to work collaboratively with the Town of Normal, Farnsworth Group, IPC, and our subcontractors to understand the cost drivers on this project and to work with the team to reduce these costs.

We believe our proposed changes will deliver an outstanding value to the Town by reducing the cost of the project without sacrificing the parking spaces, aesthetics, and quality of the parking structure. Attached is a detailed list of the proposed changes and their anticipated cost savings. While we are confident in our ability to save significant money on this project, please be aware the projected costs can not be finalized into hard numbers until the requisite design work has taken place.

It is our understanding that you will be presenting this project and the anticipated cost savings at the next Town of Normal council meeting on June 4, 2007. We recommend that you allow for a contingency during the redesign to cover unforeseen items which may arise. For example, the redesign of the northeast stair tower has not been completed and this could ultimately cost more than we currently anticipate.

To summarize the costs, our original bid was \$12,684,000 which included a \$100,000 construction contingency. We currently anticipate a cost savings of \$1,561,153 for the current year per the attached spreadsheet. This assumes all changes are accepted and the \$100,000 construction contingency is reduced to \$50,000. Given these numbers, we recommend you seek approval to negotiate with CORE Construction on the G-Block Parking Deck and to award a contract not to exceed \$11,122,847.

We have also reviewed the project schedule with our team. With the current value engineering ideas that have been presented, there is now additional engineering and design work that will be



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required prior to finalizing all costs. We believe a completion date of April 30, 2008 is still achievable if Farnsworth and CORE, along with IPC, are authorized to proceed at the June 4 council meeting and we are able to fast-track this redesign. We will need structural redesign completed prior to the end of June so we can begin construction in July. Any delays in starting the redesign after the first week in June will negatively impact the construction schedule and jeopardize the April 2008 completion date.

We appreciate the opportunity to submit this list and we look forward to working with you on this project. Should you have any further questions, please contact me or Clint Heinold.

Sincerely,

A handwritten signature in black ink that reads "Tim Erickson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Tim Erickson
Chief Estimator
CORE Construction

**G Block Parking Deck
Potential Cost Reductions and
Budget Analysis**

Item Number	Description	Potential Cost Reduction as Compared to Original Bid	Recommend in Budget Next Year	Notes
1	Seeding performed by Town of Normal.	\$ (1,033)		
2	Move Parking Equipment to another budget.	\$ (391,906)	\$ 391,906	Recommend moving to next year's budget. Estimate savings of \$65k
3	Move Signage to another budget.	\$ (211,214)	\$ 211,214	Recommend moving to next year's budget.
4	Eliminate OCP Insurance	\$ (15,000)		
5	Eliminate Testing Allowance	\$ -		Pay direct as we go. Leave in contract (\$10k)
6	Reduce Owner's Contingency Allowance from 100k to 50k	\$ (50,000)		
7	Changes to speed ramp and storage areas	\$ (60,000)		Does not include precast changes.
8	Change design of soldier pile retaining wall.	\$ (65,000)		May have utility and/or easement issues. Need to verify CIP thickness
9	Change site stairs and ramps on North and South ends of Parking Deck per revised A/E drawings.	\$ (30,000)		
10	Concrete and Handrail Changes	\$ 25,000		
11	All precast changes per IPC.	\$ (520,000)		Need to get a number for the city to infill the masonry at the south wall when the time comes. (60k?)
12	Go to drive ready surface and eliminate most topping slabs.	\$ (365,000)		Does not include precast changes. Added sealer and traffic coating
13	Eliminate NE stair tower.	\$ (45,000)		
14	Precast stairtowers	\$ 12,000		
15	Eliminate topping slabs at stairs. Topping still needed at precast landings.	\$ (12,000)		
16	Delete Roof Hatches	\$ (4,000)		
17	Change Ballasts at lights.	\$ (18,000)		Change from Electric to Magnetic Ballasts
18	Fire-rated glass	\$ (10,000)		
19	Surveillance Option		\$ 70,000	Recommend Surveillance at gates and pay-on-foot stations only. CORE original bid \$186k as an alternate
20	VE Design Contingency	\$ 200,000		CORE Recommended as needed
TOTALS		\$ (1,561,153)	\$ 673,120	

Potential Cost Reduction (\$1,561,153)

Summary of Expenses for Site Work

Budgeted in Line Item 337-9855-466.55-60 (Site Preparation)	\$40,000
Budget Adjustment 337-9855-466.55-60	\$12,500
Available in Line Item 507-7520-432.65-80	\$23,300
Expenses Budgeted in Accounts other than 337-9855-466.55-20	\$75,800

Summary of Changes

CORE BASE BID	\$12,684,000
DIRECT COST SAVINGS	(\$888,033)
ESTIMATED CONSTRUCTION COST	\$11,795,967
Items from Original Bid Recommended for FY08-09	
Budget	(\$673,120)
COST IN 2007 CONTRACT	\$11,122,847
Budget Adjustment 337-9855-466.55-20	(\$389,731)
Expenses Budgeted in Accounts other than 337-9855-466.55-20	(\$75,800)
ORIGINAL BUDGET	\$10,657,316



G-BLOCK PLAZA



Addendum

MINUTES
TOWN OF NORMAL ZONING BOARD OF APPEALS
REGULAR MEETING THURSDAY MAY 17, 2007@ 5:00 P.M.
COUNCIL CHAMBERS, NORMAL CITY HALL
100 E. PHOENIX AVENUE
NORMAL, ILLINOIS

Members Physically Present:

Keith Palmgren, Randy Schaab, Todd Anderson, Kathleen Lorenz, Tony Penn, Corrine Brand

Members Absent:

Gary Blakney

Others Physically Present:

Corporation Council Steve Mahrt, Director of Inspections Greg Troemel, and Office Associate Debbi Feid, Mercy Davison, Town Planner, Gene Brown, Engineering, Mark Peterson, City Manager, Mike Hall, Director of Public Works.

Call to Order:

Chairman Schaab called the meeting to order at 5:00 p.m. and noted a quorum was present.

Minutes:

The minutes of the April 19 2007 meeting were approved as submitted.

Public Hearings:

a. Case No 07-05-05-SU: Special Use Permit for an Asphalt Plant on a lot north of College, west of the Norfolk & Western Railway, and east of the lots on Merle Lane

Mr. Frank Miles, 202 N. Center Street, Bloomington, IL, Attorney for the applicant, was sworn in by Chairman Schaab. Mr. Miles said due to a procedural error, that they are withdrawing this application. Mr. Miles said that a site plan review is needed and this should be done through the Planning Commission, not the Zoning Board.

Mr. Miles apologized to the audience and those who came to speak. Mr. Miles said the hearing will be brought forth on June 7, 2007 at the next Planning Commission meeting.

Other Business:

Update on the Tartan development project at the southwest corner of Osage and Main.

Ms. Davison spoke about variation request that was brought before the Zoning Board in October 2006. Originally they had requested a 5 story building, but now have decided to construct a 4 story building instead. Ms. Davison discussed the new site plan with the commission to see if they had any questions or concerns with it. It was agreed that they saw no reason to bring this before the commission again.

Adjournment:

There being no further business, the meeting was adjourned at 5: 15 p.m.

Respectfully submitted,

Debbi S. Feid
Zoning Board of Appeals Secretary