

City of Bloomington City Manager's Monthly Report



Cornice molding on the BCPA building

The Mission of the City of Bloomington is to be financially responsible providing quality basic municipal services at the best value. The City engages residents and partners with others for community benefit.

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Upcoming Community Events:

- Glen Campbell, BCPA, January 19
- Princess Tea Party, Miller Park Pavilion, January 28
- Daddy/Daughter Dance, Miller Park Pavilion, February 12
- Mother/Son Fun Day, Lincoln Leisure Center, March 3
- Bunny's Pizza Dinner & Egg Hunt, Miller Park Pavilion, March 23

Spotlight Community: Youth Support



Bloomington-Normal Receives Recognition as One of "100 Best Communities for Young People".

See page 4 for details

City of Bloomington Elected Officials

Mayor: Steve Stockton

Ward 1 Alderman: Bernard Anderson
Ward 2 Alderman: David Sage
Ward 3 Alderman: Mboka Mwilambwe
Ward 4 Alderman: Judith Stearns
Ward 5 Alderman: Jennifer McDade
Ward 6 Alderman: Karen Schmidt
Ward 7 Alderman: Steven Purcell
Ward 8 Alderman: Robert Fazzini
Ward 9 Alderman: Jim Fruin

City of Bloomington Administration

City Manager: David A. Hales
Deputy City Manager: Barb Adkins

City Clerk: Tracey Covert
Corporate Counsel: Todd Greenburg
Interim Director of Finance: Douglas R. Ellsworth
Director of Human Resources: Emily Bell
Director of Information Services: Scott Sprouls
Director of Parks, Recreation and Cultural: John Kennedy
Director of Planning & Code Enforcement: Mark Huber
Director of Public Works: Jim Karch
Director of Water: Craig Cummings
Police Chief: Randall McKinley
Fire Chief: Mike Kimmerling
Library Director: Georgia Bouda

Welcome from the City Manager

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

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

I am pleased to present to you the November 2011 City Manager's Monthly Report. I hope that you continue to stay informed on City issues and progress.

Sincerely,



David A. Hales

Bloomington City Manager

The Bloomington City Council meets every 2nd and 4th Monday of each month at 7:00 p.m. for regular Council Meetings

Bloomington City Hall
109 East Olive Street
Bloomington, Illinois
61701

Upcoming Council Agenda Items

January

- Annual Legislators Work Session
- Consideration of Suggestions made by the Downtown Entertainment Task Force
- 2012 Calendar Year Action Plan Approval

February

- FY 2012 Street Reconstruction Projects

Spotlight Community: Youth Support

The *100 Best Communities for Young People* presented by ING Financial is a signature initiative of America's Promise Alliance and an important part of the Grad Nation campaign. Each year, America's Promise and ING celebrate 100 deserving communities who effectively provide their youth with the *Five Promises* recognized to increase graduation rates and deliver outstanding services and support to their youth. The core of the *Five Promises* criteria is to provide developmental resources that young people need for success in life and is categorized by:

- Caring Adults
- Safe Places
- A Healthy Start
- Effective Education
- Opportunities to Help Others



This marks the first time the Bloomington-Normal community has been recognized with this honor, now in its fifth cycle. Judges for this award reviewed communities of all sizes, location, demographics, resources, and approaches to their unique challenges. Bloomington-Normal is the only community in Illinois to be recognized and joins a small group of highly distinguished communities in the country displaying a strong dedication to the education and success of their youth.



As recipients, Bloomington-Normal will receive a \$2,500 grant to be used to help fund a local program or service, within certain parameters, or for a local event to celebrate the win, along with a plaque and the right to advertise and erect signage within the community. This honor reflects the hard work and dedication of many within the Bloomington-Normal community who have gone above and beyond their duties to ensure excellent opportunities, services and programs exist for the success of our youth.

For more information on this award and to view the 2011 *100 Best Communities for Young People* visit: <http://www.americaspromise.org/>

Executive Summary

Police Department

- The following activity was generated in the Street Crimes Unit (SCU): \$2,570 in tow fees generated; \$3,578 in currency seized; \$750 in ordinance violations issued; 3 warrant arrests were made; 17 non-warrant arrests were made. Drugs seized included 26.39 grams of cannabis; 5.5 grams of heroin, and several items of drug paraphernalia. SCU was actively involved in 354 calls for service, both self-initiated and dispatched calls.
- The Department experienced 130 property crime reports and 27 violent crime reports, which is down from October with 160 property crime reports and 31 violent crime reports. Of the 27 violent crimes reported, 14 were aggravated assault, 9 were robbery and 7 were forcible rape.

Fire Department

- The members of the department continue to keep their days full with training and by doing pre-plans of commercial buildings in the City. The pre-plans will give the firefighters responding more information about the structure as they respond. A part of the information is placed on the Computer Aided Dispatch (CAD) system that is displayed on the computers in vehicles. This gives the responders information such as the location of the standpipes, Knox box and alarm panel. By having that information the firefighters should be more efficient in their response to the structure.
- During November, the Department responded to 167 calls of which 7 were confirmed structure fires. The 167 calls comprised 20.5% of the volume for the month. These structure fire incidents resulted in a dollar loss estimated at \$25,950. Average response time from time of call to arrival for Fire Suppression emergency calls was within the 6 minute benchmark at 5:46 during November. EMS responses for November totaled 645. This represents 79.5% of the monthly call volume. From these responses the Department provided aid to 743 patients. The three leading EMS response types during November were Sick Person, Fall victim and Breathing problems. Average response time from time of call to arrival for EMS emergency calls was within the 6 minute benchmark at 5:53 during November.

Parks, Recreation & Cultural Arts

- The Miller Park Zoo Master Plan process began with a two-day kickoff visit from the consultant team of WDM Architects (the design team) and Schultz & Williams (the business/non-profit firm). The consultants held meeting with various stakeholders; departmental staff, City administration, the mayor, Miller Park Zoological Society, private companies, Miller Park neighbors and other possible partners. All elected officials will be sent questionnaires in December to solicit further input. This planning process, which will take 6 to 8 months, is needed to create a vision, mission and business plans to guide the Zoo over the next 10-20 years. The contract with WDM Architects was approved by City Council in September for a total not to exceed \$123,730. The Miller Park Zoological Society agreed to fund \$110,230 of this expense. This is one great example of a successful partnership.

- The 33rd Annual Turkey Trot was Thanksgiving morning. A mild day with a forecast high of 60 contributed to record turnout. 950 ran in the 3-mile race, 123 in the ½ mile fun run, and there were 162 walkers. These individuals represented 27 states. Of course there were lots of spectators cheering them on and some dogs that participated. Potbelly sponsored the t-shirts and The Chateau sponsored all the food (frozen turkeys for the raffle and hot chocolate/coffee for all involved).
- November was another busy month for the Park Maintenance Division with a number of projects to complete before any significant winter weather arrives. Foresters completed the removal and replacement of Ash trees in White Oak Park, a project that was funded by a grant from the Metropolitan Mayors Caucus. A total of 127 ash trees were removed and replaced at White Oak Park in 2011. 62 of these were replaced in November. A previous 65 were replaced in Spring 2011.

Planning & Code Enforcement

- The City is still in need of board members for the Planning Commission, Zoning Board of Appeals, and the Property Maintenance Review Board. Interested citizens are strongly encouraged to refer to the statement of interest form available on the City's web site.
- Construction activity in the City continues to be sluggish with all year-to-date indicators continuing a downward trend from 2010. While the numbers of permits continue to lag behind last years the value of permits and fees were ahead of September of 2010. The following statistics reflect November, 2010 to November, 2011 and year to date.

Month to Month	Year to Date
New home starts – down 33%	Down 24%
Building permits – down 15%	Down 18%
All construction permits – down 6%	Down 13%
Fees collected – Down 9%	Down 12%

- The Property Maintenance Review Board held over the proposed changes to the rental inspection program until their January meeting. During that time staff was asked to take more public input on the proposed changes. Since that time, staff has placed the changes on the City's web site. The web site was designed to allow for public input. Staff also mailed notices to landlords and their agents notifying them of the opportunity to provide input. The site was closed on December 15, 2011.

Notable Plan Reviews Received

**Review status still pending

Building/Project Description	Address	Value
IWU/New Classrooms	203 Beecher	\$11,572,993
Holiday Inn Express	1031 Wylie Drive	\$350,000

Information Services

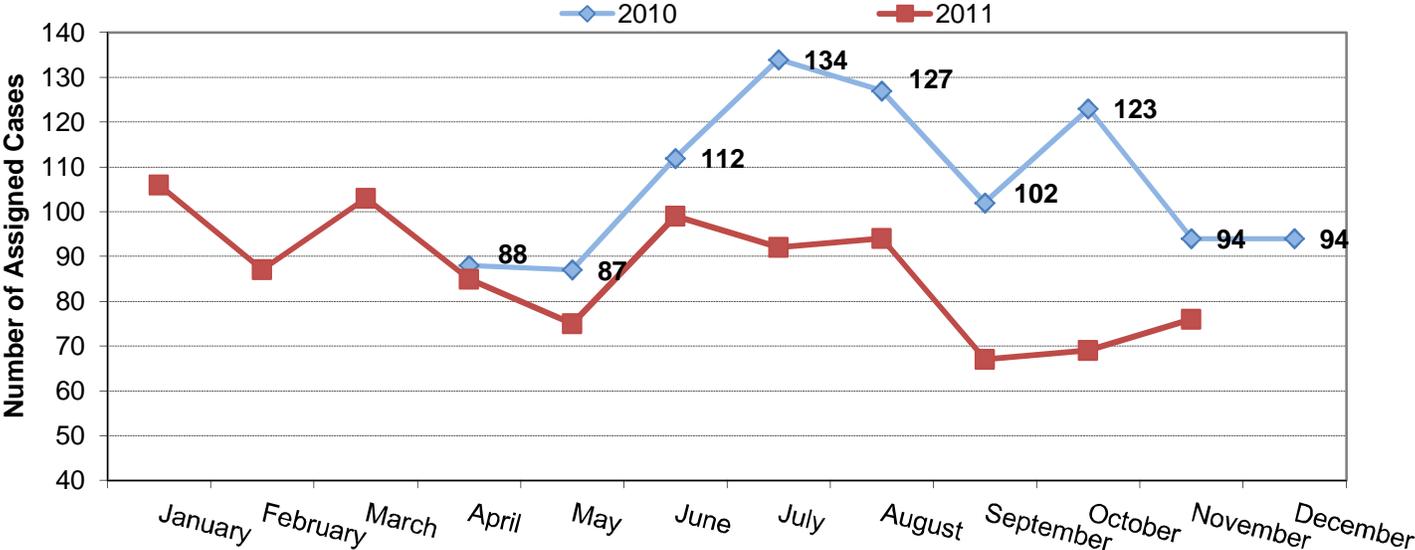
- Information Services went live with the core financial modules (Phase 1) of the MUNIS software on November 2nd. The core modules include general ledger, accounts receivable, accounts payable, project and grant accounting, purchase orders, requisitions, bid and contract management, treasury management, general billing and a number of Munis foundational applications that will eventually be used by all Munis modules.

Police Department

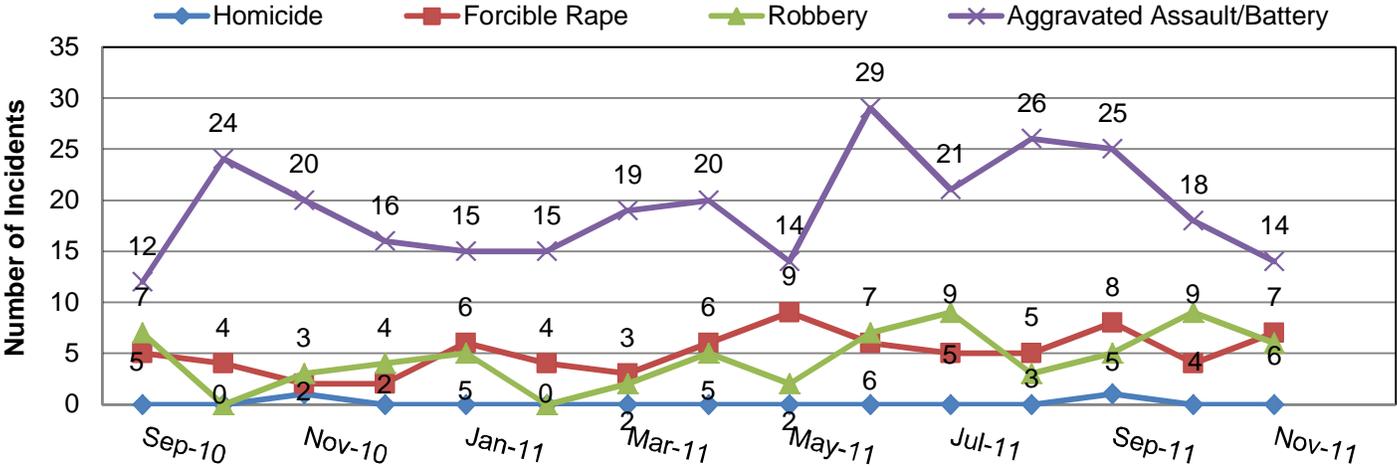
Administration

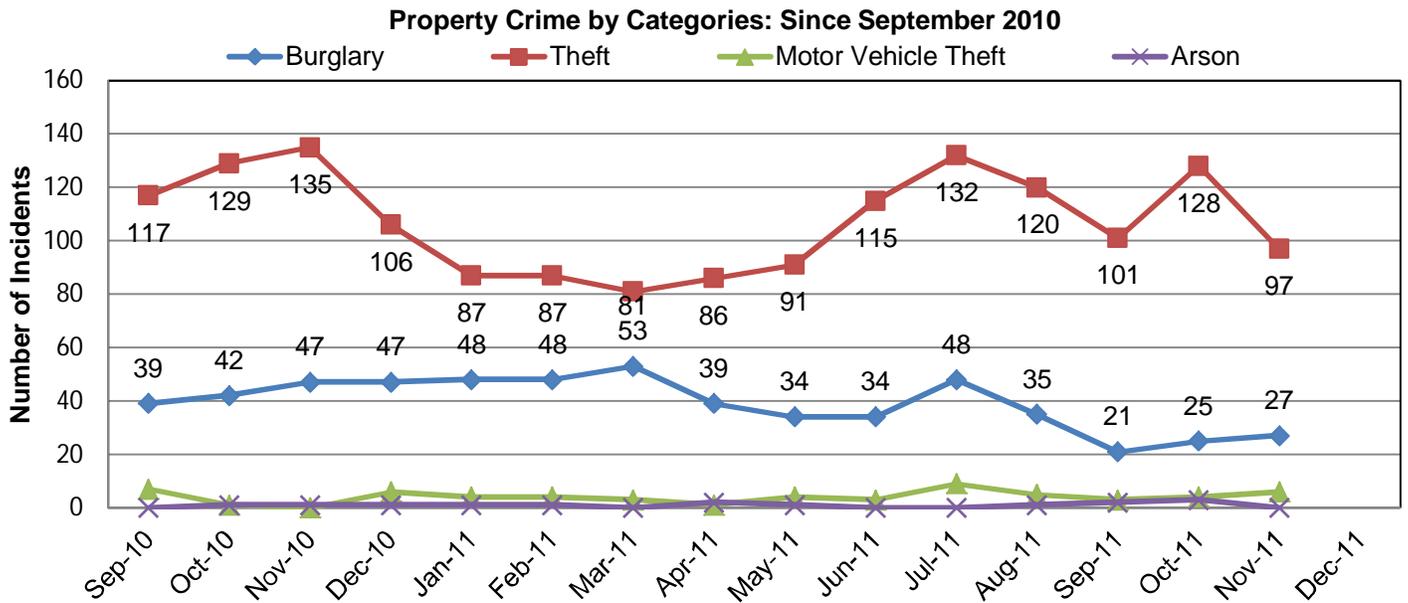
Public Affairs Officer White attended several meetings on behalf of the Police Department. He also provided a Career Expo for 8th grade students, an IRS Safety Fair, a bank robbery class, a safety talk, a YWCA presentation with McGruff, State Farm fingerprinting, and spoke to an ISU student group on drugs and trends.

Criminal Investigation Division Assigned Cases Since April 2010



Violent Crime by Categories: Since September 2010





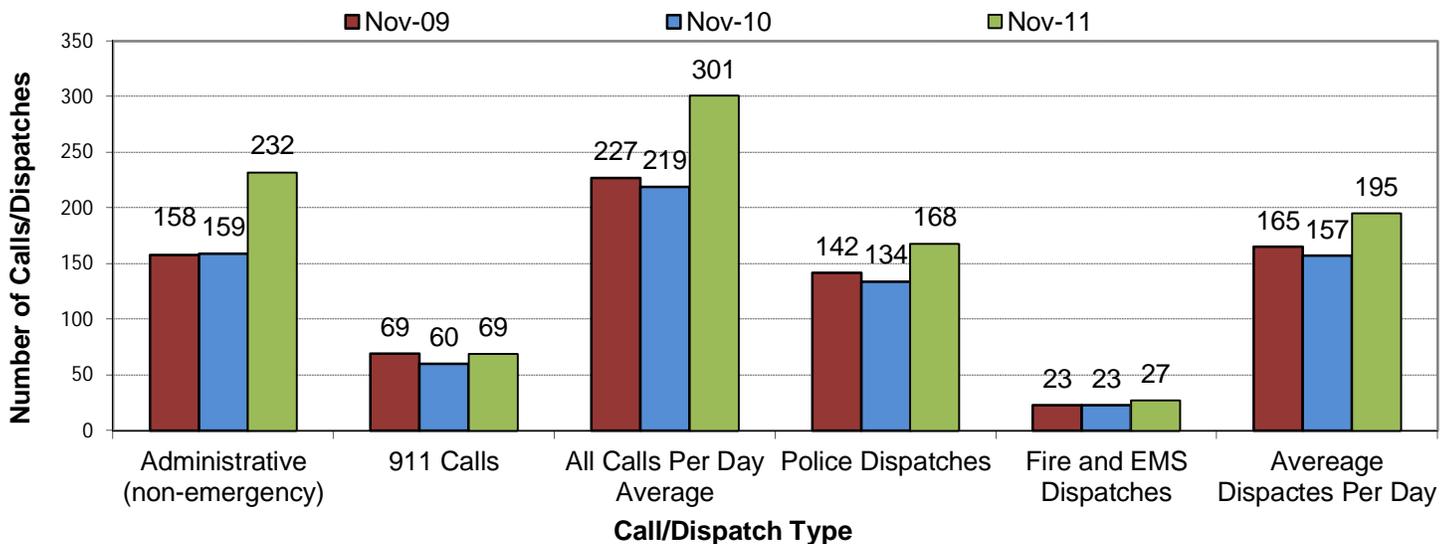
Communications

Ring Time Ranges (9-1-1 Incoming) – State mandate is 90% answered within 10 seconds

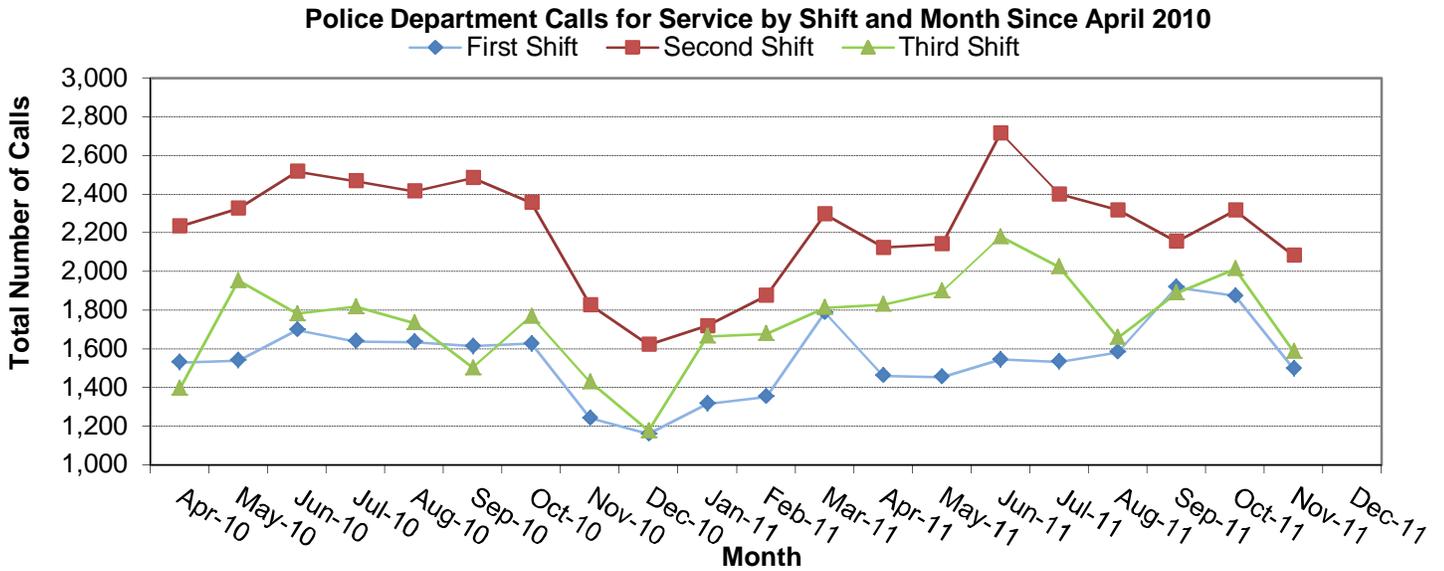
0 to 3 Seconds	4 to 6 Seconds	7 to 9 Seconds	10 to 12 seconds	% of total calls answered within 10 Seconds
79.00%	19.70%	0.90%	0.20%	99.60%

The Communications Center issued \$14,000 year to date in ordinance violations. The last of the temporary uninterruptible power supplies put in place during the cutover to the new building uninterruptible power supply system were removed. Fire Suppression system in the lower level communications equipment room was tested and certified. Firmware updates in 34 of the 40 Starcom mobile radios were completed. The embedded geographical information system on the New World System server was upgraded. This upgrade was needed for a planned software update and was included as part of the maintenance agreement with New World Systems.

Communication Center Daily Call Averages: November 2010 - November 2011



First Shift (7 A.M. – 3 P.M.)



Second Shift (3 P.M. – 11 P.M.)

New hire training was of priority for second shift. During this time four new hires rotated through the shift during their FTO program. Sergeant Sutherland completed his second phase of training and was assigned to second shift. Newly promoted Sergeant Wamsley was assigned to second shift and will remain until the end of December. Second shift continues to have juvenile related calls to the Friendship Park area.

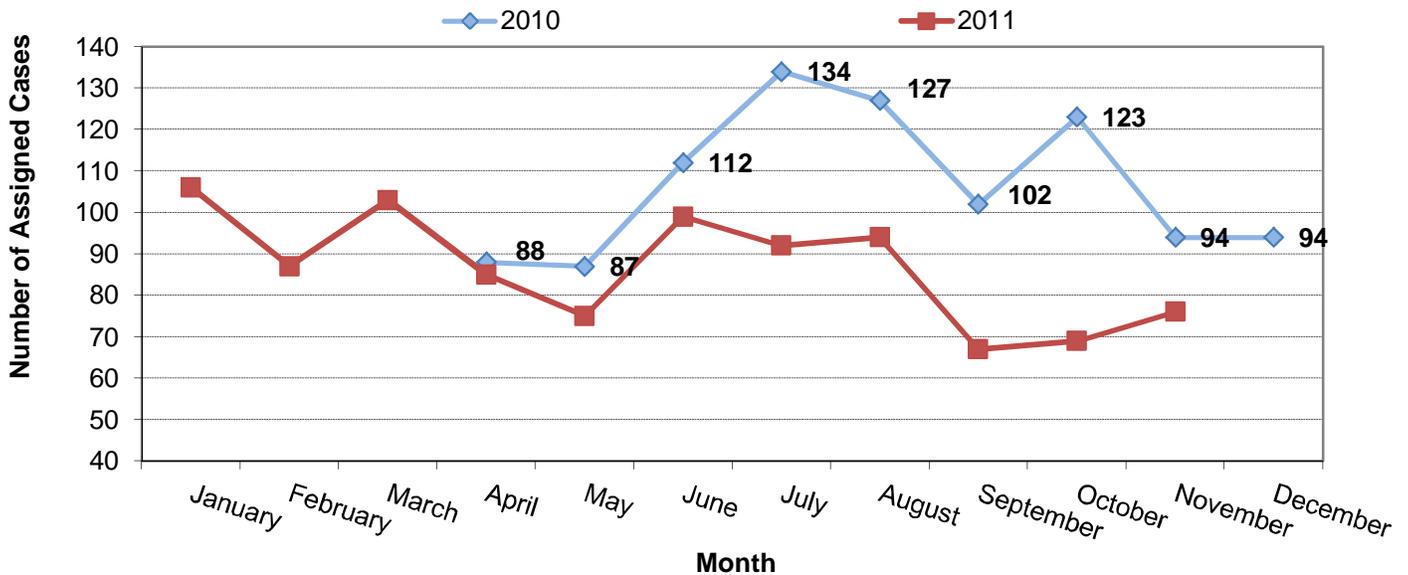
Third Shift (11 P.M. – 7 A.M.)

Significant calls for service included a response for a criminal damage to property complaint. While on the call, the suspect punched an officer in the face and tried to take his taser. Suspect was arrested and taken to jail. In another incident, a victim stated his girlfriend's father pointed a gun at him and ordered him out of the house. Suspect was arrested for aggravated assault and unlawful use of a weapon. There was also a call for a stabbing; a female suspect was taken into custody.

Criminal Investigation Division (CID)

Sergeant Gray attended a two week course, Supervision of Police Personnel provided by Northwestern University and hosted by the Bloomington PD. CID assigned 76 cases for investigation: 5% were cleared by arrest; 26% were administratively closed, exceptionally cleared or were unfounded; 68% are pending; 114 incidents of domestic violence were reviewed. CID investigated a potential shaken baby injury at a local daycare which was unfounded.

Criminal Investigation Division Assigned Cases Since April 2010



Crime Intelligence and Analysis Unit (CIAU)

CIAU staff provided 2 hours of training to approximately 50 federal/state/local agencies at the Illinois Gang Conference regarding the department's Intelligence-Led Policing Model, 2 hours of gang identification training to Unit 5 school administrators and 1 hour of crime analysis and mapping training to the local Financial Investigations Security Association. CIAU also responded to a technical assistance request by the Illinois State Police for the provision of local gang crime data. This project involves a U.S. Department of Justice technology initiative involving local agencies and Illinois State Police. This long term project is designed to expedite provision of gang crime information to officers and agencies across Illinois. CIAU staff began development of a department-wide intranet site that will be utilized by all levels of our department to track Problem Oriented Policing projects across all divisions and shifts. This site will enhance project accountability as well as allow for remote access to the project data. Also in November, CIAU conducted multiple threat assessments at the request of the Investigations Division and the Administration.

Cyber Crimes

The Cyber Crimes unit handled two child pornography cases, conducted seven cell phone examinations, and served five search warrants.

STREET CRIMES UNIT (SCU)

The following activity was generated: \$2,570 in tow fees generated; \$3,578 in currency seized; \$750 in ordinance violations issued; 3 warrant arrests were made; 17 non-warrant arrests were made. Drugs seized included 26.39 grams of cannabis; 5.5 grams of heroin, and several items of drug paraphernalia. SCU was actively involved in 354 calls for service, both self-initiated and dispatched calls.

****Police Department Appendix Continues on Page 41.**

Fire Department

Fire Suppression

Top 5 Fire Response Types for November 2011

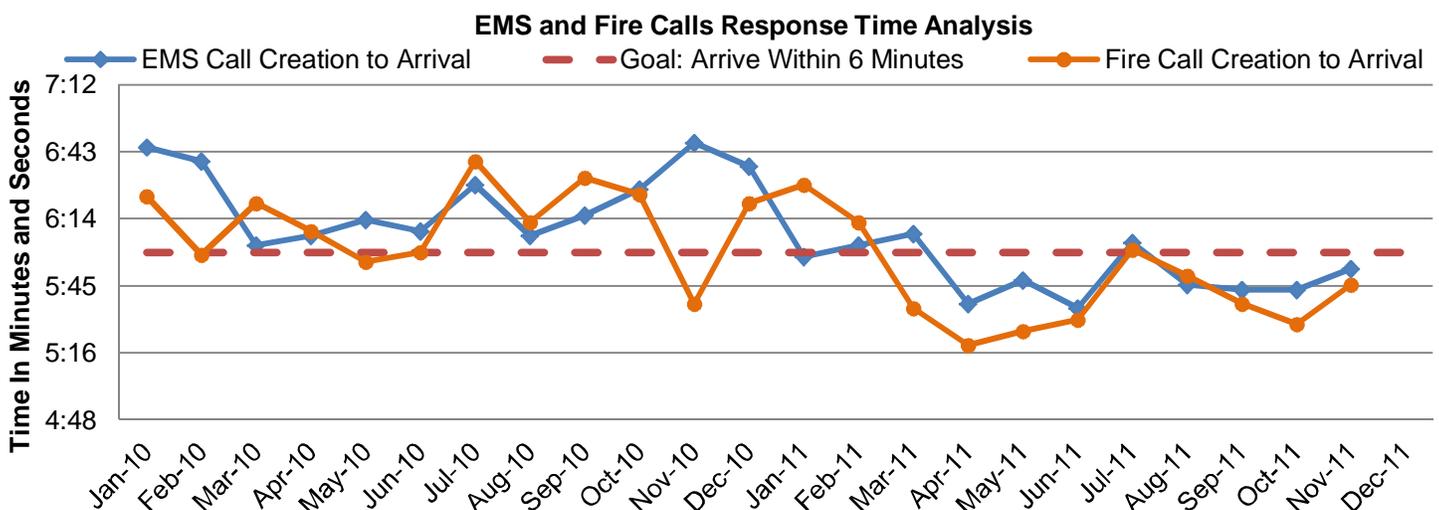
Rank	Response Type
1.)	611: Dispatched & cancelled en route
2.)	424: Carbon Monoxide Incident
3.)	743: Smoke detector activation, no fire - unintentional
4.)	745: Alarm system activation, no fire - unintentional
5.)	412: Gas leak (natural gas or LPG)

Fire Response Data: November 2011

Fire Response Type	Previous 12 Month Average	November of 2011
Fire Responses	152	167
Structural Fires	9	7
Estimated Dollar Losses (Property & Contents)	\$365,336	\$25,950

During November, the Department responded to 167 calls of which 7 were confirmed structure fires. The 167 calls comprised 20.5% of the volume for the month. These structure fire incidents resulted in a dollar loss estimated at \$25,950.

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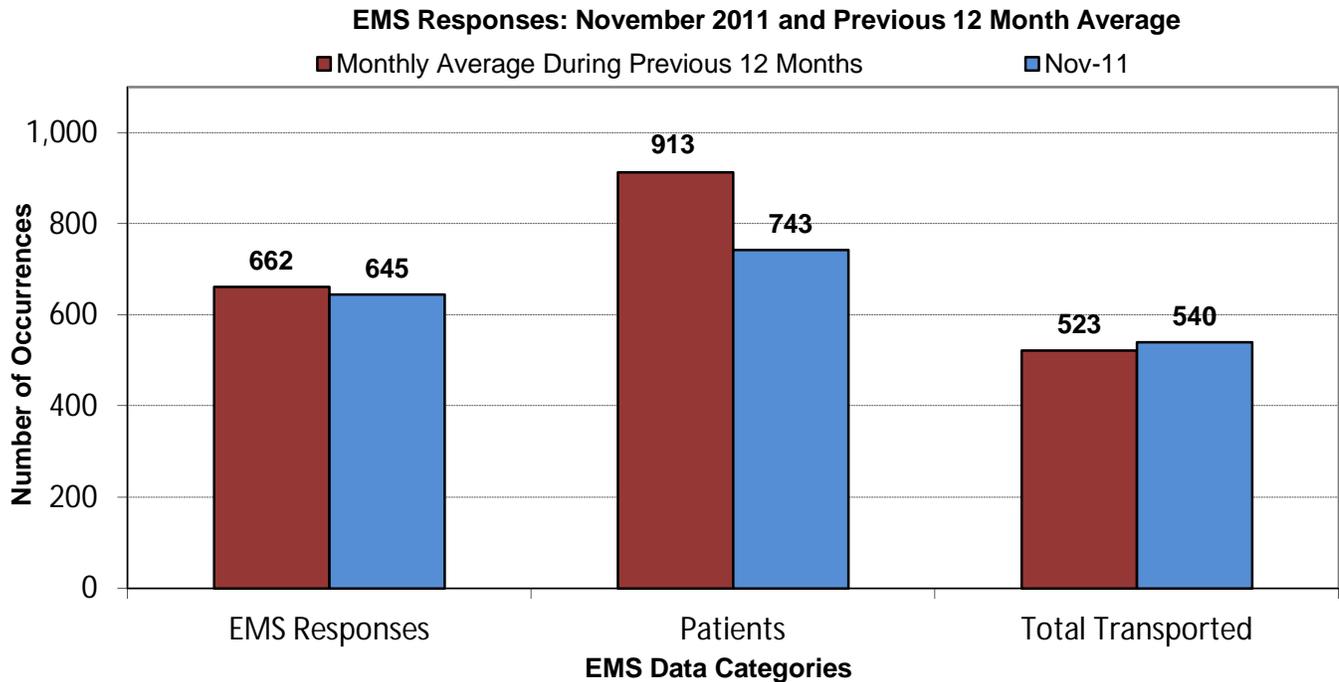
Training Summary

Self-Contained Breathing Apparatus (SCBA) practical evolutions and Rapid Intervention Teams (RIT) were the formal monthly training programs for November.

Emergency Medical Services (EMS)

Activity Summary

EMS responses for November totaled 645. This represents 79.5% of the monthly call volume. From these responses the Department provided aid to 743 patients. The three leading EMS response types during November were Sick Person, Fall victim and Breathing problems. Average response time from time of call to arrival for EMS emergency calls was within the 6 minute benchmark at 5:53 during November.



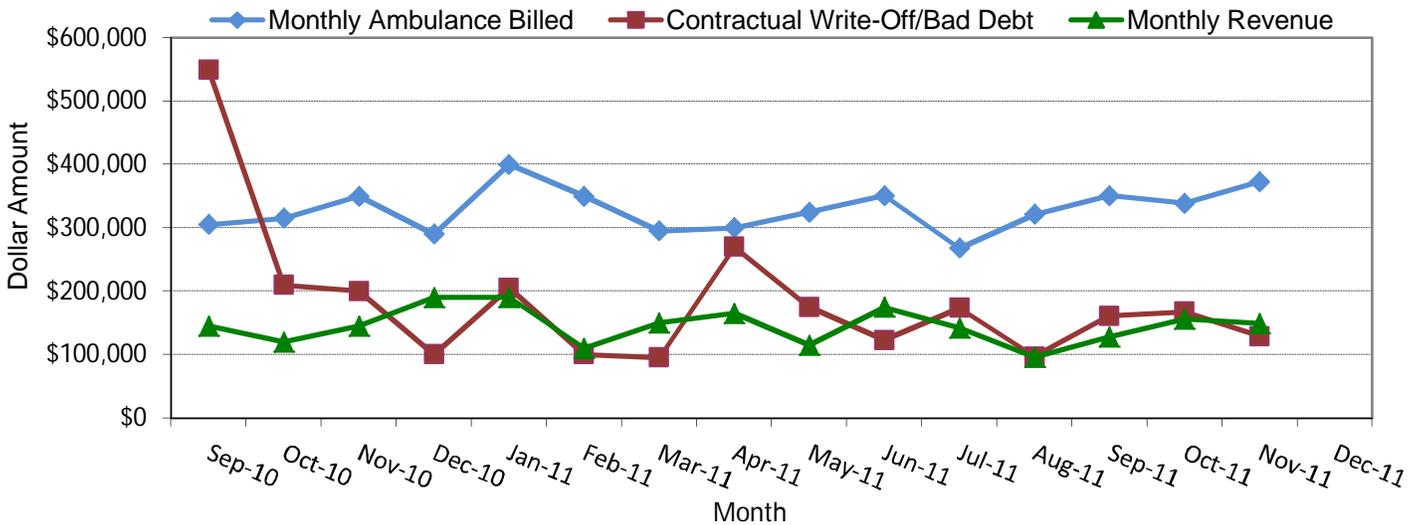
Training Summary

The formal training programs for November in EMS were Special Needs Patients and King Airway training.

Billing Revenue Summary

Ambulance billing contains three areas, Revenue, Charges, and Contractual-Write offs. Revenue is the actual amount received by the City for the month. Charges are the total amount billed for the month. Contractual-Write offs consist of the portion of the charges not received as a result of either Federal or State carriers (Medicare and Medicaid) not allowing for EMS services, or write offs for financial hardship, bad debt accounts not collected (these are passed to a third party debt collection agency), bankruptcies, etc. The November total for revenue was \$148,824. The total November billing charges were \$372,887. The Contractual-Write offs total for November was \$129,084. Bad Debt transferred to third party collections was \$62,749.

Fire Department EMS Billing: Since August 2010



Aircraft Rescue and Firefighting (ARFF)

Training Summary

The ARFF Training subject for November was Fire Hose, Nozzles, Turrets, and Appliance Use.

Hazardous Materials

Activity Summary

The Hazardous Materials response team had one incident during November. The incident occurred at the intersection of Veteran’s Parkway and Oakland Avenue and involved a semi -truck that had been struck by a pick-up truck, rupturing the saddle tank containing diesel fuel.

Training Summary

The formal training program for November was Incident Command for HazMat.

Department Activities for November

Commercial Occupancy fire pre-plan program remains a priority project for the department. Public Education was conducted on fire safety, extinguisher training, hazard house, anti-bullying, and stranger danger. A total of 1058 children and 143 adults participated in these events during November.

****Fire Department Appendix Continues on Page 42.**

The Public Works Department did not submit data for the month of November.

The Monthly Manager's Report requires a significant level of staff resources. Performance data of the services provided by the City is collected internally by each City department and reported to City Management. In efforts to relay this information to citizens in a timely and consistent manner, some departmental information will be included in later reports.

Water Department

The Water Department did not submit data for the month of November.

The Monthly Manager's Report requires a significant level of staff resources. Performance data of the services provided by the City is collected internally by each City department and reported to City Management. In efforts to relay this information to citizens in a timely and consistent manner, some departmental information will be included in later reports.

Parks, Recreation and Cultural Arts Department

The Miller Park Zoo Master Plan process began with a two-day kickoff visit from the consultant team of WDM Architects (the design team) and Schultz & Williams (the business/non-profit firm). The consultants held meeting with various stakeholders; departmental staff, City administration, the mayor, Miller Park Zoological Society, private companies, Miller Park neighbors and other possible partners. All elected officials will be sent questionnaires in December to solicit further input. This planning process, which will take 6 to 8 months, is needed to create a vision, mission and business plans to guide the Zoo over the next 10-20 years. The contract with WDM Architects was approved by City Council in September for a total not to exceed \$123,730. The Miller Park Zoological Society agreed to fund \$110,230 of this expense. This is one great example of a successful partnership.



Pre-race photograph Thanksgiving Morning



The "Unofficial" Cheerleader finishing the 1/2 mile fun run

The 33rd Annual Turkey Trot was Thanksgiving morning. A mild day with a forecast high of 60 contributed to record turnout. 950 ran in the 3-mile race, 123 in the 1/2 mile fun run, and there were 162 walkers. These individuals represented 27 states. Of course there were lots of spectators cheering them on and some dogs that participated. Potbelly sponsored the t-shirts and The Chateau sponsored all the food (frozen turkeys for the raffle and hot chocolate/coffee for all involved).

FY 2012 is now 50% complete as of the end of October. (Latest figures available) **The numbers in parentheses do not include figures from the BCPA and are listed strictly as better comparison to 2008 & 2007.*

	<u>Revenues to Budget</u>	<u>Expenses to Budget</u>	<u>Revenues : Expense</u>
October 2011*	59% (66%)	50% (54%)	68% (60%)
October 2010*	58% (68%)	47% (50%)	73% (71%)
October 2009*	53% (66%)	47% (48%)	67% (70%)
October 2008	68%	55%	59%
October 2007	67%	56%	57%

Department revenues are currently +5.33% (-0.13%) as compared to the three-year average. Expenses are currently +6.84% (+9.70%) as compared to the three-year average.

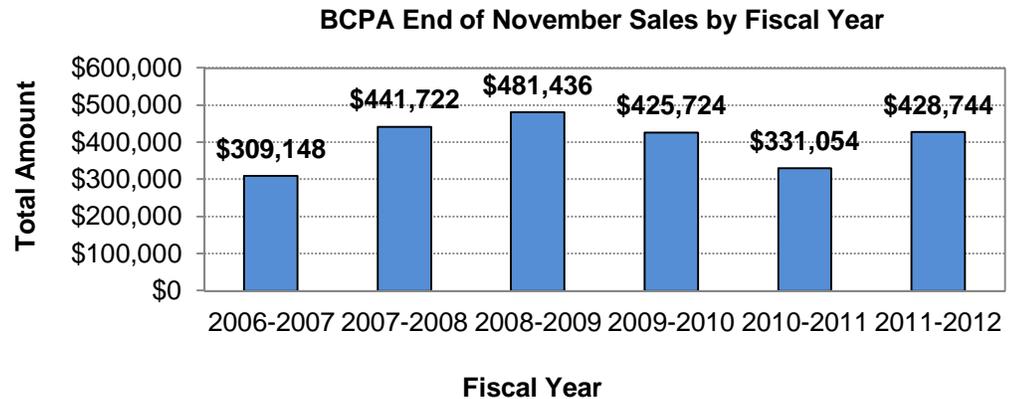
The negative trend in Expense to Budget and Revenue: Expense ratio is due to major capital expenses for the purchase of the golf cart fleet at Prairie Vista, golf course mowing equipment and a garbage truck for Park Maintenance were purchased prior to the City's Capital Lease was approved by the City Council. Now that it has been approved, journal entries were made in November to reduce these expenses to reflect only the annual lease payment and not the full purchase cost. This will bring expenditures more in line with budget and improve the Revenue: Expense ratio in the coming months.

Bloomington Center for the Performing Arts

2011-2012 Season

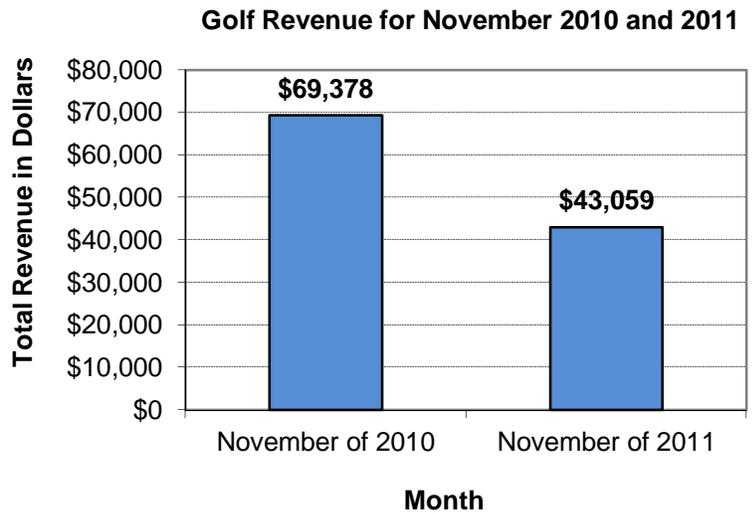
The BCPA's three day pre-Thanksgiving sale brought in just over \$17,000 in sales, up approximately 25% in both in seats sold and dollars brought in over last year.

In general, the BCPA's 2011-2012 continues to sell well. Sales at the end of November were at \$428,744 for 17,365 tickets sold. You'll see below the sales numbers reflect very favorably to previous season sales.

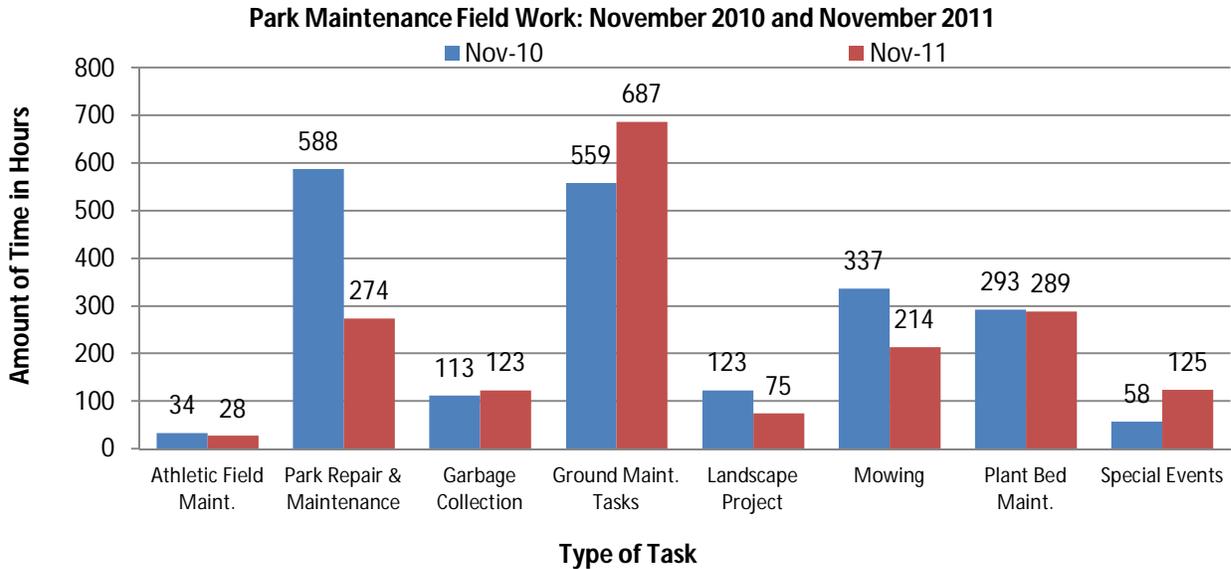


Golf Division

November rounds are predicated on the quality of weather we receive. We're able to track comparable playable hours via the Cognilogic Golf Weather system. Our subscription to this service allows us to compare numbers of standard performance based upon weather models. With golf playable hours down 14% to last year and an alarming 47% to November '09 according to the Cognilogic Golf Weather system our rounds fell well short of the past couple of years as we saw a 34% drop in play. This equates to a drop of just under 800 total rounds for the month. Our revenues were down accordingly, as we coupled the drop in rounds with a smaller than typical end of the year merchandise sale.



Park Maintenance Division

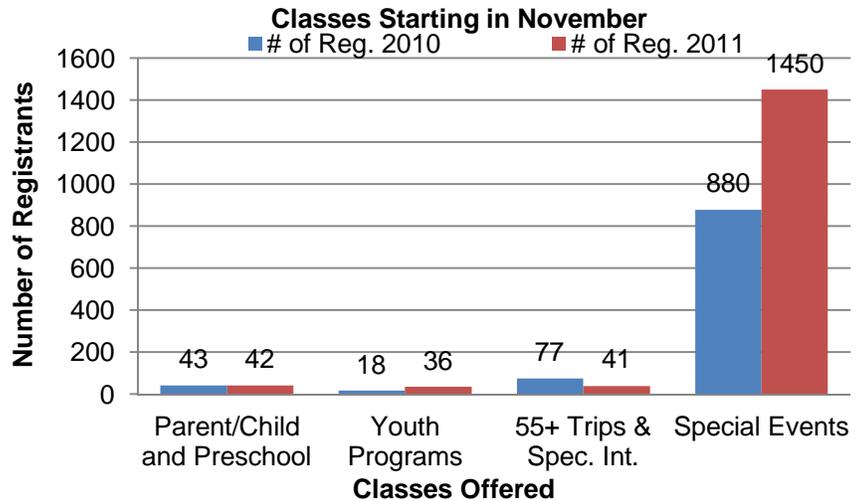


November was another busy month for the Park Maintenance Division with a number of projects to complete before any significant winter weather arrives. Foresters completed the removal and replacement of Ash trees in White Oak Park, a project that was funded by a grant from the Metropolitan Mayors Caucus. A total of 127 ash trees were removed and replaced at White Oak Park in 2011. 62 of these were replaced in November. A previous 65 were replaced in Spring 2011. Staff oversaw the completion of the prairie and stream bank seeding at the Grove phase III. Bailing of the prairie grass was also completed this month. Staff completed pruning of annuals at all City of Bloomington parks and plant beds. Tulips were planted in the new plant beds at City Hall. All tree rings around the east side of the downtown Bloomington square were cleaned up and new mulch was applied. Staff has begun the removal of all the Honeysuckle in Ewing II and Ewing III around the creek banks. Ewing III has been completed and Ewing II will take another month plus. Staff met with the Beautification Committee and the State of Illinois to design a new prairie plant area on west Market street across from McDonalds. The design will be finalized in January.

Recreation Division

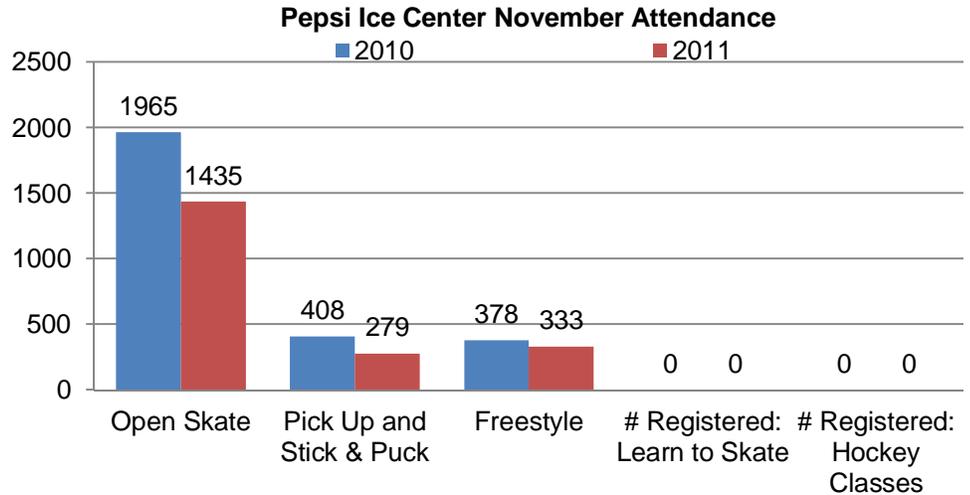
Recreation

New programs started in November were Mud to Masterpiece for parent and tots; Munchie Monsters, and Let's Pretend for preschoolers; Muggles Magic Kitchen for youth; Safe Sitters Babysitting Course for teens; Learning to Throw for adults; and Amish Country Trip and Conklin Dinner Theatre Trip for 55+.



Pepsi Ice Center

Open Skate sessions were down from November 2010. This was likely due to the warm weather. The session on the Friday after Thanksgiving was down by 100, but it was also in the 60's outside. We also need to look to "spice up" the sessions by adding a video board or lighting system like the roller rink. Stick and Puck and Freestyle were down due to fewer sessions being offered. We were blocked out of the Coliseum for many days in November so Youth hockey practices had to be scheduled in Pepsi Ice instead of the Coliseum. That took away ice from the Freestyle and Stick & Puck sessions. The Learn to Skate and Learn to Play classes started at the end of October and ran through November so there was no registration for those two areas.



There was no revenue for Learn to Skate or Learn to Play due to the timing of the Fall 2 session starting at the very end of October. Youth Hockey league payments were up as October payment notices went out later than last year due to Pepsi Ice staff fluctuations. Adult League registration started earlier this year than in 2010 since Adult League will be ending earlier. The December figures will be lower since some payments were received in November. Open Skate had fewer participants, which then affects skate rental and concessions.

Special Opportunities Available in Recreation

Special Olympics

The five basketball teams participated in game days at Lincoln Leisure Center plus they traveled to other towns to play Special Olympics teams. Each team is required to play at least 3 games prior to district competition. The number of games played in November 2011 was less than in 2010 which accounts for lower service units and spectator hours.

Special Events

Fall Weekend Retreat at Timber Pointe Outdoor Center in Hudson, Festival of Trees, Turkey & Crafts, Prop Shop, and Family Play Day were the special events in November. The Family Play day was for families with a child who has Down's Syndrome.

Weekly Programs

The Artist Showcase program had their open house on November 28 to show family and friends their art work.

****Parks, Recreation and Cultural Arts Department Appendix Continues on Page 43.**

Planning & Code Enforcement Department

Building Safety Division

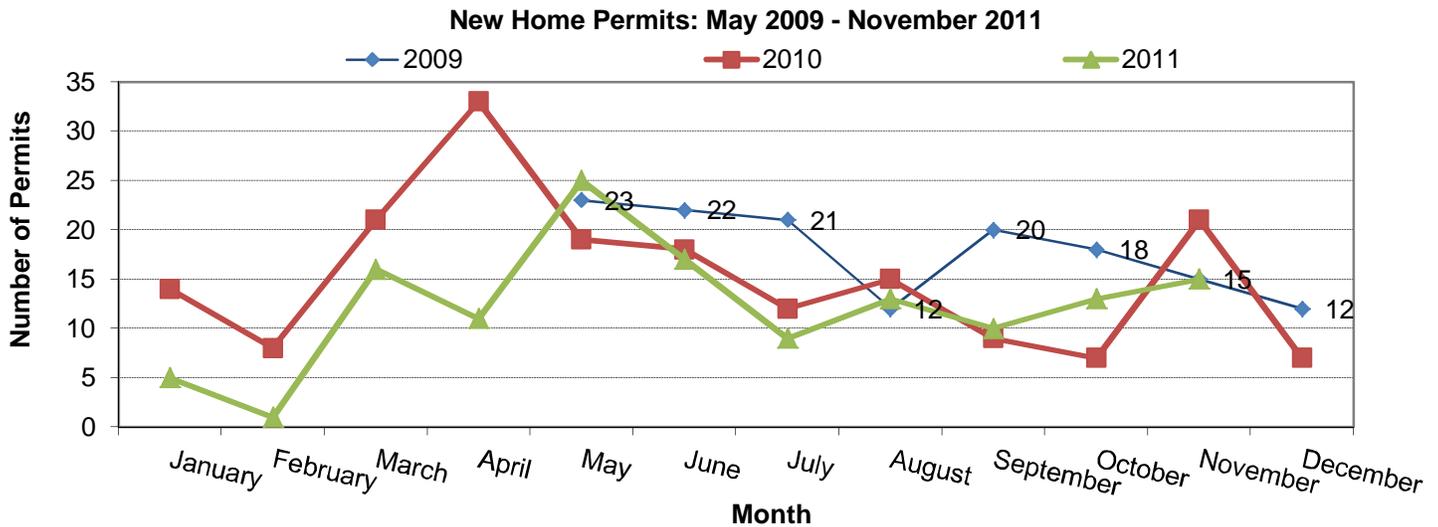
Construction activity in the City continues to be sluggish with all year-to-date indicators continuing a downward trend from 2010. While the numbers of permits continue to lag behind last years the value of permits and fees were ahead of September of 2010. The following statistics reflect November, 2011 to November, 2011 and year to date.

Month to Month	Year to date
• New home starts – down 33%	Down 24%
• Building permits – down 15%	Down 18%
• All construction permits – down 6%	Down 13%
• Fees collected – Down 9%	Down 12%

Building Permits Issued For the month of November 2011

	Nov 2011	Nov 2010	Y-T-D 2011 (1)	Y-T-D 2010
# of Construction(2) Permits	429	456	4,725	5416
(Inc.) Building (3) Permits	187	219	2,214	2694
New Homes Built	14	21	134	177
Duplexes Built (4)	0	0	0	0
Multi Family Built	1	0	7	1
Construction Valuation	\$5,419,975	\$5,002,744	\$61,511,432	\$73,399,118
Permit Fees Collected	\$99,194.49	\$109,114.03	\$970,343.75	\$1,103,636.77

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



Notable Plan Reviews Received

**Review status still pending

Building/Project Description	Address	Value
IWU/New Classrooms	203 Beecher	\$11,572,993
Holiday Inn Express	1031 Wylie Drive	\$350,000

Items/Activities of Note:

- Work continues on the Main Street Transportation Improvement Feasibility Study. Funded by the Illinois Department of Transportation (IDOT), this study is looking into building on previous planning efforts to improve safety and revitalize businesses on Main Street. It also will serve as a basis for a possible Phase I study of the roadway.
- The City is still in need of board members for the Planning Commission, Zoning Board of Appeals, and the Property Maintenance Review Board. Interested citizens are strongly encouraged to refer to the statement of interest form available on the City’s web site.
- Negotiations for a new contract with Laborers 362, Inspectors continues.
- Public hearings were held with the Mechanical Review Board, Property Maintenance Board of review, and the Construction Board of Appeals in October and November. The primary focus of the meetings will be the adoption of the 2009 editions of the Building and related codes. All of these codes were recommended for approval by the City Council.
- The Property Maintenance Review Board held the proposed changes to the rental inspection program until their January meeting. During that time staff was asked to take more public input on the proposed changes. Since that time, staff has placed the changes on the City’s web site. The web site was designed to allow for public input. Staff also mailed notices to landlords and their agents notifying them of the opportunity to provide input. The site was closed on December 15, 2011.
- Work has begun on the updated comprehensive plan for the City.

****Planning & Code Enforcement Department Appendix Continues on Page 49.**

Legal Department

Collections

Small Claims:

- 27 cases were set on November 3, 2011
- 9 cases for use tax were paid prior to the court date – Total collected \$1,734.37
- 5 cases had default judgments entered – Total due \$1,785.33
- 21 cases were filed for use tax collection – court date 12-15-11

Collection letters sent:

- 49 letters sent for use tax – total collected \$3,862.50 – FYTD \$25,521.21

Nuisance Parking:

- 5 letters sent
- 2 Tow Notices have been given to the process server
- Monthly Parking Ticket Payment Agreements – total collected \$2,835.00

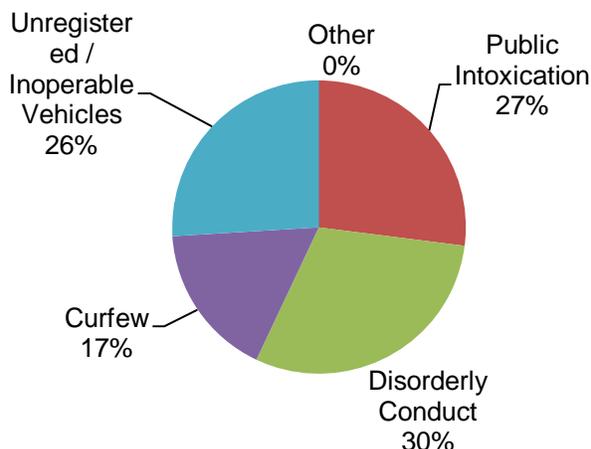
Freedom of Information Act Requests

- FOIA: 58 FOIA requests were processed through the Legal Department
- Total time spent 30.50 hours

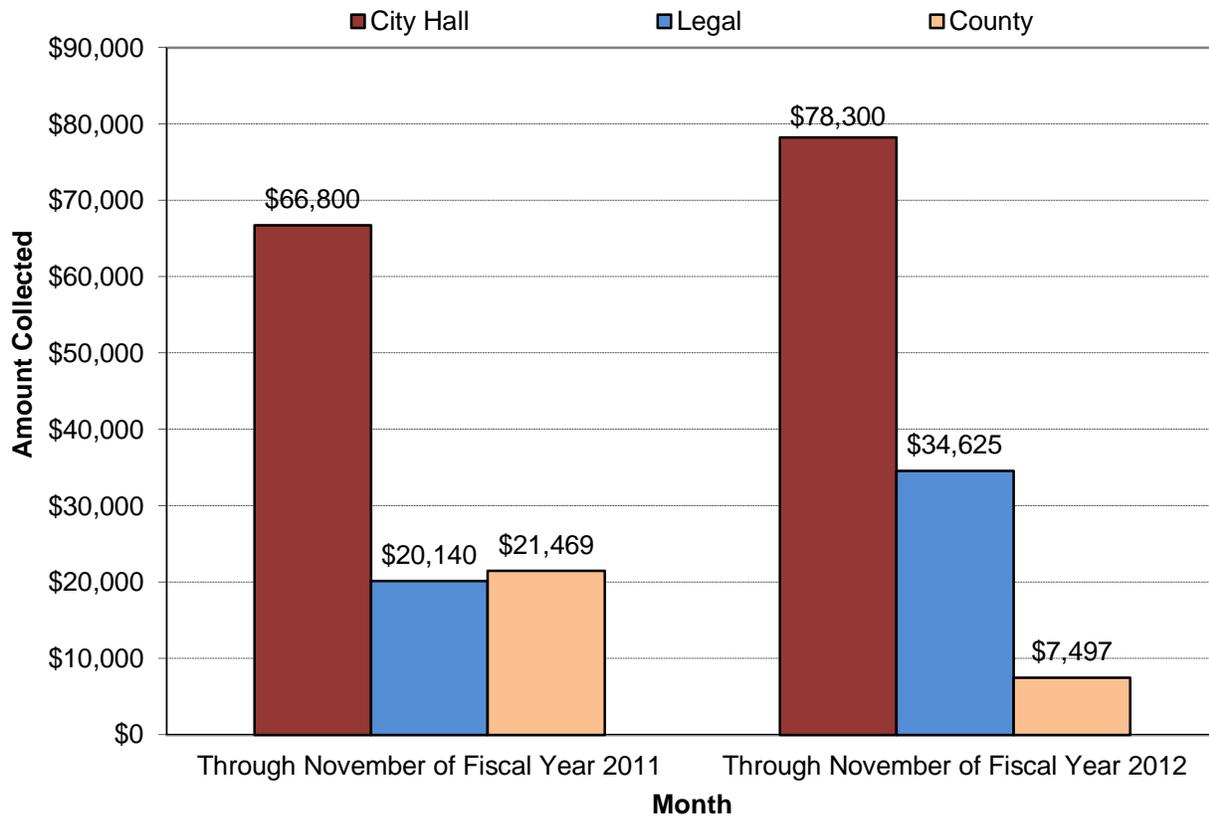
Ordinance Violation Activity

- Fines received at City Hall before filing: \$17,500.00/\$119,000.00 Fiscal Year to Date (FYTD)
- Fines paid at City Hall after filing: \$5,550.00/\$45,725.00 FYTD
- Post judgment fines received: \$2,356.00/\$11,087.68 FYTD
- Total: \$25,406.00/\$175,812.68 FYTD

Violations Filed in Court During November 2011 by Percentage of Overall Cases



Ordinance Violation Collections Through November



- Summons prepared: 104
- Total cases scheduled for court: 257
- Trials scheduled: 19
- Post Judgment cases scheduled: 10

Unregistered/Inoperable Vehicle Compliance

- Vehicle Compliance Tickets sent this month: 6

Ordinances Drafted

- 2 new ordinances were prepared for publication both in a hardcopy and on the internet
- 2011-49 – Chapter 2 -- increasing the settlements of litigations amounts and in Chapter 16- changing the amount authorizing City Manager approval for purchases from \$10,000 to \$25,000
- 2011-54 – dividing the City into nine new wards boundaries

Contracts/Agreements

- Reviewed Personal Service Contracts for BCPA
- Reviewed Client Agreements for 2011 Health Care Insurance Plans

Personnel/Human Resources

- Meetings with HR and outside counsel re Collective Bargaining

Litigation

- Negotiated settlements with property owners regarding property maintenance cases
- Prosecuted liquor ordinance violation
- Obtained Permanent Injunction regulating the number of animals and containment of vicious dogs; obtained fines
- Obtained permanent injunction for clean up of illegal junk yard and fines
- Represented City in opposing Motion to Suppress Evidence
- Numerous Conversations and e-mails with Opposing Counsel in Devyn Corporation Downtown TIF lawsuit
- Prepared Settlement Request memo to City Council in Workers Compensation Cases

Monthly Meeting Participation

- Attended City Council meetings and work sessions
- Participated in nuisance abatement discussions
- Attended Board of Fire and Police Commissioners meeting
- Attended Special Use and Land Development Committee meetings
- Attended PACE/Police/Legal meeting
- Attended Department Head Staff Meetings
- Revised City Council Rules of Procedure Draft
- Prepared Council Memo for Enterprise Zone Amendment
- Drafted Resolution to establish a Citizens' Committee to establish new ward boundaries
- Attended Quarterly Review of ASC risk management cases
- Attended evening meeting at Miller Park Pavilion regarding proposed rezoning case

Research

- Researched Ward Redistricting statutes and cases
- Researched various issues for Fire Department (re: bad debt policy, collection procedures, bankruptcy)
- Researched demolition permit practices in other municipalities
- Researched specified nuisance abatement activities

Miscellaneous/Other

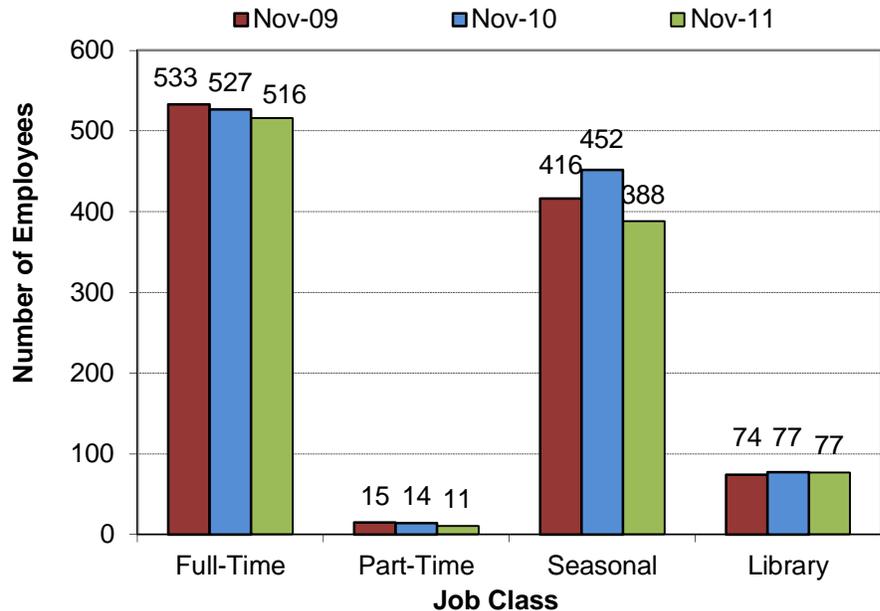
- Numerous responses to City Departments on Miscellaneous Legal Questions
- The Legal Department received 563 inbound calls that exceeded 18.5 hours of time. Calls typically involve but are not limited to citizen's questions, concerns, complaints, payments over the phone, as well as answering legal questions from other City Departments.
- Researched mailing addresses for liquor hearing notices.
- Meet with City of Peoria legal and building safety staff regarding administrative adjudication of property maintenance code violations
- Negotiated with prospective purchasers of distressed properties
- Attended Small Claims hearing
- Attended annual seminar and meeting of Illinois Municipal Prosecutors Group
- Interviewed and hired (unpaid position) legal intern from U of I Law School
- Supervised legal intern
- Snyder Parking Garage closing
- Continued to move forward demolition permits and activities for old Howard Johnsons site
- Researched addresses for notices to be sent prior to hearing on new liquor license applications
- Drafted Repair/Demolition Orders
- Drafted Board Rule on Firefighter Hiring Process
- Drafted Ordinance on proposed Citizens' Commission on Ward Redistricting
- Drafted Ordinance on Composition of City Council
- Drafted and Revised Staff Memo to City Council re Country Club Easement Agreement- Locust Colton CSO Project
- Drafted and Revised Staff Memo to City Council re District 87 Easement Agreement- Locust Colton CSO Project
- Drafted Memo on Council Procedures in Administrative Appeals
- Drafted Resolution requesting General Assembly to place interest caps on Payday Loans
- Drafted Staff Memo and Ordinance revising boundaries of Enterprise Zone
- Drafted staff memo and Ordinance revising Ward Boundaries
- Answered Questions from Alderman Regarding Vicious Dog Ordinances
- Drafted Memo regarding camping without permission on City property
- Drafted Memo to City Council re Di Paolo default in Locust Colton CSO project
- Drafted Revised Rules of City Council Procedure
- Reviewed documents re Proposed Award of Bid to Stark Excavating re Locust Colton CSO project
- Prepared memo regarding Illinois Attorney General Opinion in Champaign FOIA case
- Reviewed and revised draft of revision to Bloomington- Normal Public Transportation System rules of procedure

Human Resources Department

Items/Activities of Note:

- Continued implementation of the Tyler/Munis software and Empower Time and Attendance systems.
- Active negotiations with Lodge 1000 (Water). Local 362 Support Staff, Local 362 Parking Attendants, Local 362 Inspectors, Unit 21 and Telecommunicators.
- Completed and sent non-discrimination testing information to flexible spending administrator.
- Finalized communication strategy for open enrollment and the electronic and hard copy documents for this. Prepared and sent out materials, responded to questions concerning enrollment and held two on-site meetings for retirees.
- Revised reporting for flexible spending programs required by administrator owing to the conversion of their system. Transmitted enrollment files for 2012 and test files for 2012 contributions.
- Preparation for Martin Luther King event
- Bloodborne Pathogens training for Library.
- Active for Life challenge continues with 56 participants and 9 City teams
- Last Diabetes Management Workshop by a registered dietician and diabetes education specialist
- Prepared and submitted EEO-4 report

Active Number of City Employees: November 2009, 2010 and 2011



City of Bloomington Bargaining Unit Employees' Contract Status

City Employees	Expiration Date	Current Status
Support Staff Local 362	4/30/09	Negotiating
Parking Attendants Local 362	4/30/09	Negotiating
Fire Local 49	4/30/12	Current
Water Lodge 1000	4/30/10	Negotiating
Inspectors Local 362	4/30/11	Negotiating
Police Unit 21	4/30/11	Negotiating
Sergeants & Lieutenants	4/30/11	Requested to bargain
Public Works & Parks 699 AFSCME	4/30/12	Current
Telecommunicators (TCMs)	N/A	Tentative Agreement

City of Bloomington November Vacant Full Time Position

Current Positions	Position Status
Property and Records Technician	In process
Economic Development Coordinator	In process
Laborer Parks & Recreation	In process
Public Works Administrative Assistant	Katie Stamp
Water Plant Operator/Relief	Tracey Guenther
Laborer-Refuse	Joe Martin
Zoo Curator	John Reding
Director of Finance	In process
Administrative Assistant-IS	In process
Truck Driver-Recycle	In process
Limited Term Laborer-Custodian	In process
Support Staff IV-Public Works	In process

City Clerk

The City Clerk did not submit data for the month of November.

The Monthly Manager's Report requires a significant level of staff resources. Performance data of the services provided by the City is collected internally by each City department and reported to City Management. In efforts to relay this information to citizens in a timely and consistent manner, some departmental information will be included in later reports.

Information Services Department

Enterprise Resource Planning (ERP) Project - Munis

Financials

- Go Live on 11/2/2011
- Processed Emergency AP Check Run in MUNIS
- Entered and Approved Purchasing Requisitions in MUNIS
- First Purchase Order emailed to Vendor
- Entered Miscellaneous Receipts into MUNIS
- Entered Open General Bills into MUNIS
- Entered General Billing Invoices into MUNIS
- First Contract Entered into MUNIS
- Month End Close & 1099 Training Scheduled for Early December

HR/Payroll

- Completed Linking All Employees to their Deductions and Job
- Completed Validation of all Employee, Job, Deduction and Pay Information
- Generated Test Export file to Update Empower
- Converted Personnel Action History
- Payroll Parallel Tests Scheduled for Early December

Time Keeping and Scheduling

- Reviewed System Configuration Data
- Reviewed Shift Filling Requirements with Fire, Police and Public Works
- Core Team WFM (Empower Workforce Management) Training scheduled for early December

Service Requests for November 2011

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

Problem Type	Total Hours	Total calls	Closed	Open	Pending
Consulting		0			
Development	4	8	7		1
E-Mail	18	54	54		
Hardware	78	91	84	5	2
Meeting	5	2	2		
Network	15	33	30	2	1
Other	51	152	148	4	
Reports	3	5	4	1	
Software	84	139	125	9	5

Supply	3	9	9		
Telephone	16	28	28		
Training		0			
Web	2	5	5		
Total	279	526	496	21	9

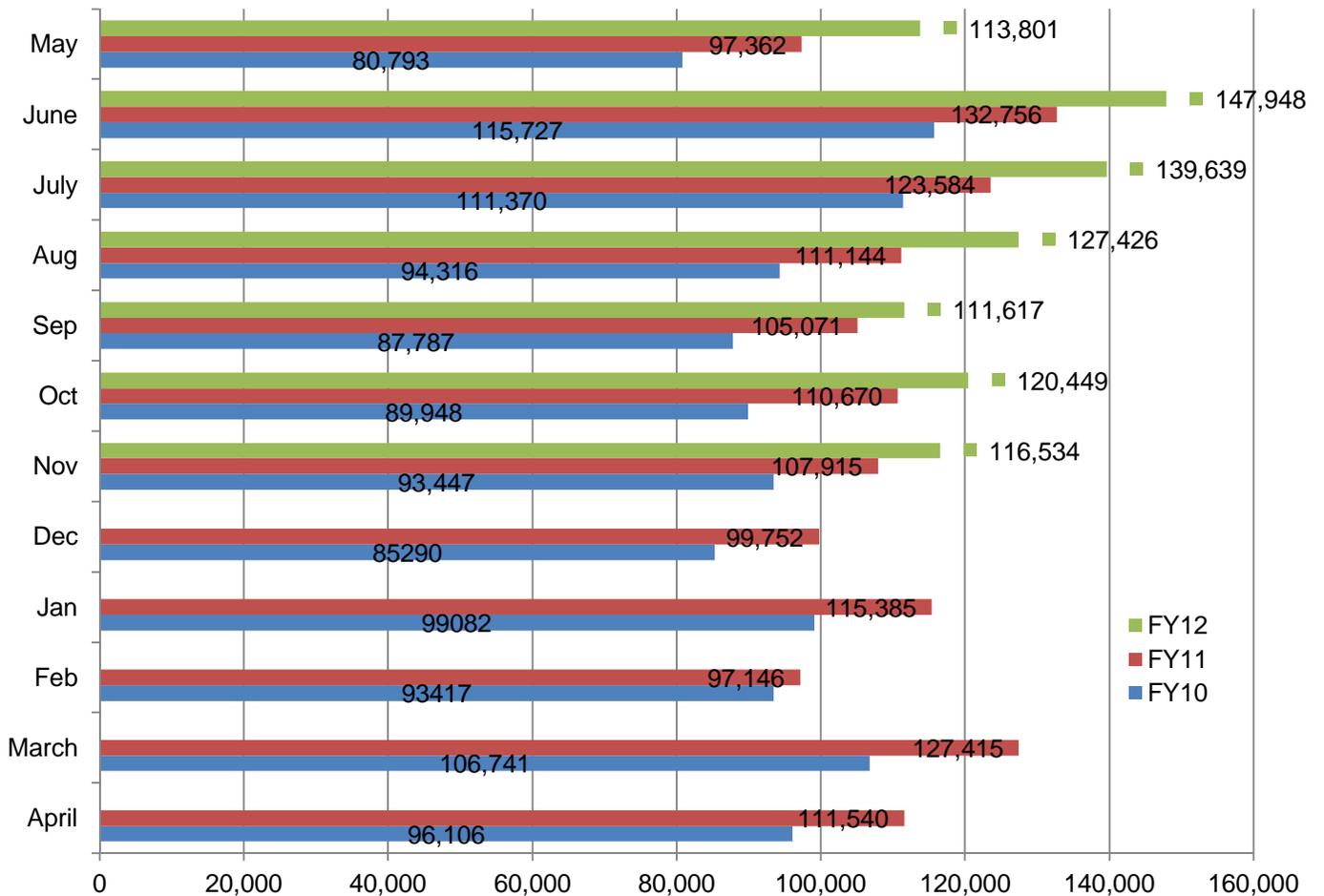
List Name	Member Count	Change
BCPA General	14025	+30
Bloomington Golf	6656	+
Parks & Rec General	1473	+4
Miller Park Zoo Tigers Tongue	2382	+2
BCPA Educators	909	+
Miller Park Zoo	518	+2
Pepsi Ice Center	378	+2
City Council	205	+4
BCPA Patrons	136	+
Landlord Property Management	175	+1
Planning & Zoning	175	+3
Parks Youth News	152	+2
Parks Adult News	152	+3
Parks Preschool News	119	+2
Human Relations Commission	115	+3
Engineering Bids	124	+2
Liquor Commission	119	+2
BCPA Targeted Mailing	1740	+
Parks Teen News	80	+2
SOAR	76	+2
Public Service Notices	35	+
Engineering Updates	26	+2
		+
Total	29,770	+68

Library

Circulated Items

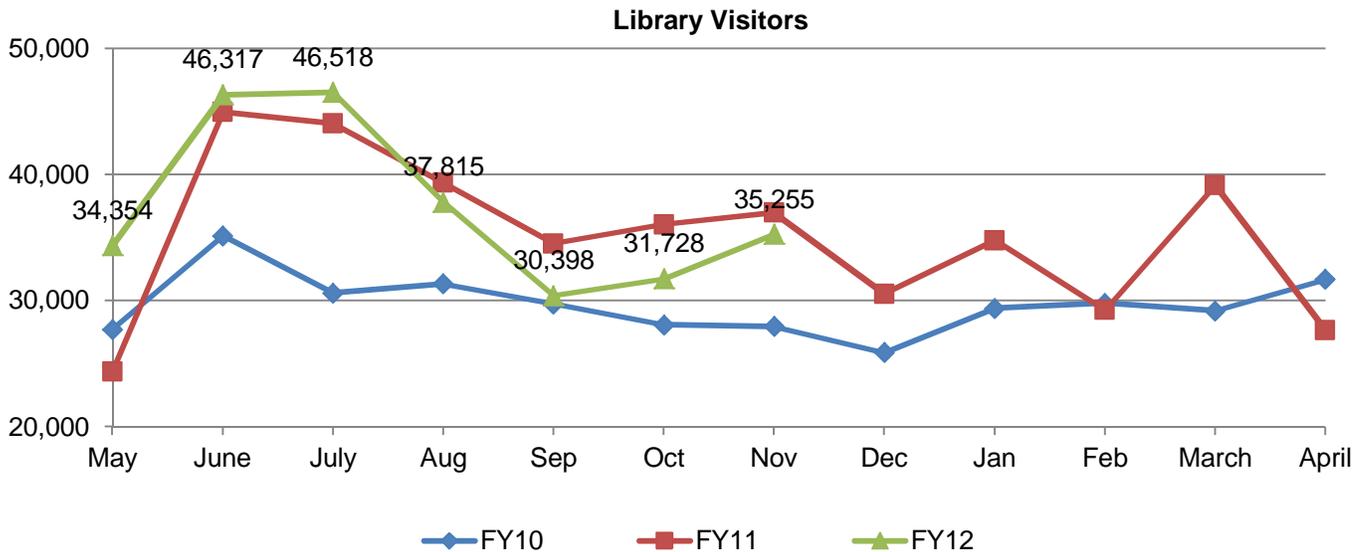
116,534 items were borrowed from the Library in November 2011, a 8% increase over November 2010.

Items Circulated



Visitors

Staff answered 8,328 questions from customers this month.



Children’s programs and attendance during the month of November:

- Lapsit story times – 6 sessions – 112 attended
- Toddler story time – 3 sessions – 92 attended
- Preschool story time – 7 sessions – 190 attended
- Wiggle Giggle Evening Story Time – Knufflebunny partnership with BCPA – 25 attended
- Tales for Tails – 6 attended
- Sheridan K visit – 46 attended
- Brigham Head Start visit – 45 attended
- Irving 1st grade visit – 51 attended
- Little Jewels Day Care visit – 100 attended
- Noah’s Ark Preschool visit – 65 attended
- Clubhouse Day Care visit – 14 attended

Teen Programs and Attendance:

- PNG Play- 4 sessions- 33 attended
 - Teen Advisory Board – 1 session – 5 attended
 - Anime Now – 2 sessions – 21 attended
- The Teen Librarian conducted book talks at 3 of the junior highs this month: Chiddix: 78 students; Parkside: 156 students; Evans: 12 students

Adult Programs and Attendance:

- History Reads Book Club – 1 session – 11 attended
- Mystery Book Discussion – 1 session- 5 attended
- Fiction Book Discussion – 1 session – 10 attended
- Non-Fiction & Professional Women’s Book Clubs together – 1 session – 13 attended
- Grandma Grandpa and Me film—1 session—16 attended

- Silent Wednesday Film—1 session— 10 attended
- Nearly New Movies: 4 sessions– 79 attended
- Open Lab computer assistance – 4 sessions – 13 attended
- Master Gardeners – 1 session – 11 attended
- National Gaming Day – 1 session – 26 attended
- Louisa May Alcott Birthday program – 1 session – 45 attended

[Home](#) / [News](#) / [Opinion](#) / [Letters to the Editor](#)

Thanks for good job collecting trash

[Story](#) [Discussion](#)

Font Size:  

Posted: Friday, December 16, 2011 7:00 am | [No Comments Posted](#)

0 

 Recommend

 Be the first of your friends to recommend this.

I would like to take this opportunity to thank the fine folks who come around every week and pick up all the stuff we citizens put out on the curb. These folks work hard yet they are very nice in helping us out.

I want to give special thanks for those responsible for Crown Court. They do an excellent job to make sure everything is picked up as well as cleaned up. They go out of their way to help those of us with handicaps.

Be sure and thank them and give them our respect for a job well done.

John Gum, Bloomington

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Posted in [Mailbag](#) on *Friday, December 16, 2011 7:00 am*

[Print](#) [Email](#) [Share This](#)

Other Stories

Sponsored Links

McLEAN COUNTY
CHAMBER OF COMMERCE

EEC
ECONOMIC DEVELOPMENT COUNCIL
OF THE BLOOMINGTON-NORMAL AREA

TRANSUMMIT

October 27, 2011

City of Bloomington
ATTN: Mayor Steve Stockton
109 E. Olive Street
Bloomington, IL 61701

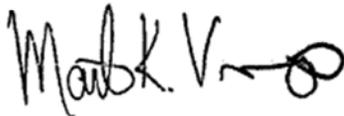
Dear Mayor Stockton:

On behalf of the McLean County Chamber of Commerce and the Economic Development Council of the Bloomington-Normal Area, we would like to offer our sincere thanks to the City of Bloomington for allowing us to hold the TransSummit 2011 at the Bloomington Center for the Performing Arts.

David Young, Facilities Manager, was a pleasure to work with while preparing for the event and throughout the day of the event. We used several of the rooms and were pleased with how they met our needs.

The BCPA is a beautiful facility and a great asset to Bloomington.

Sincerely,



Marty Vanags, CEO
Economic Development Council of the
Bloomington-Normal Area
200 W. College Ave., Ste. 402
Normal, IL 61761
(309) 452-8437
mvanags@bnbiz.org



Charlie Moore, CEO
McLean County Chamber of Commerce
210 S. East Street
Bloomington, IL 61701
(309) 829-6344
charlie@mcleancochamber.org

CC: David Hales
Jennifer McDade

From: "Dave Cheley" [REDACTED]
To: <fire@cityblm.org>
Date: Friday, December 09, 2011 09:13AM
Subject: Cub Scout Visit Thank You

Our Cub Scout Tiger Den (1st graders) had a tour last night of Station 6 and all of our boys had a wonderful time. Please extend a sincere thank you to Captain Jeff Day and his crew for giving us a great tour. Captain Day and his team are top-notch representatives of the Bloomington Fire Department and everyone appreciated the time they spent teaching the Cubs what it's like to be a fireman.

I've attached a couple photos of our visit.

Thanks again.

Dave Cheley

Assistant Den Leader

Bloomington Tiger Cubs

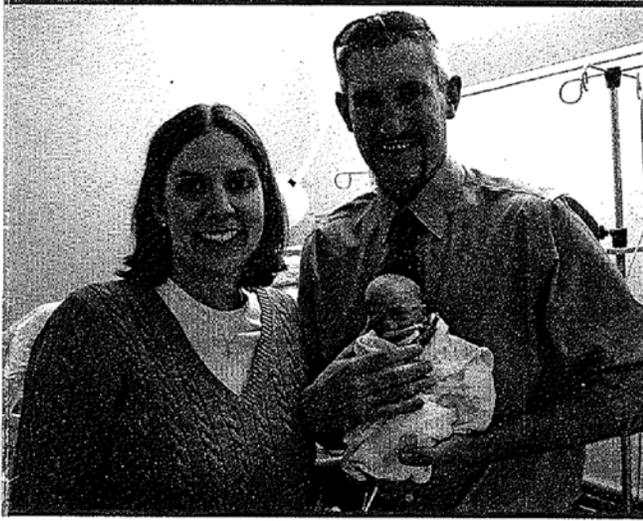
*** eSafe scanned this email for malicious content ***
*** IMPORTANT: Do not open attachments from unrecognized senders ***

Attachments:

045.jpg

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thank you!

Dear Bloomington
Fire Department,
On Saturday, September
24th my Dad brought
my Mom to your station.
My Mom was suffering
from HELLP Syndrome.
You told my Mom to
breathe and helped my
Dad get her to the
hospital, saving our lives.
Thank you for your help
and words of encourage-
ment. God Bless You,
Marshall Buhrke
↓
Brad (Dad), Gretchen (Mom)

To: Jim Karch/Cityblm@Cityblm
From: Colleen Winterland/Cityblm
Date: 12/07/2011 09:55AM
Cc: Robert Henson/Cityblm@Cityblm, George Kutz/Cityblm@Cityblm
Subject: 106 S. Bayberry

Wanted to let the supervisors know that the Garbage and Leaf guys, basically all of the Refuse that work in her area do a wonderful job and wanted them to have a Merry Christmas...FYI

Colleen Winterland
Office Manager
City of Bloomington
Public Works
(309) 434-2644

"Until one has loved an animal, part of their soul remains unawakened"

-----Forwarded by Katie Stamp/Cityblm on 11/30/2011 12:28PM -----

To: publicworks@cityblm.org
From: T Abbott <[REDACTED]@gmail.com>
Date: 11/30/2011 08:51AM
Subject: Kudo's

I would just like you to know that your leaf removal crews are great! They came by yesterday and picked up my leaves and couldn't pick up about 15ft because there was a pick up truck parked there. I was going to call this morning to see if they could come back by because the truck was gone and low and behold there they were! I'm sure they didn't do anything special just for me but it sure was nice.

Thanks again

Tom Abbott
1203 west chestnut St
Blm

To: Robert Henson/Cityblm@Cityblm, George Kutz/Cityblm@Cityblm
From: Colleen Winterland/Cityblm
Date: 12/14/2011 09:42AM
Cc: Jim Karch/Cityblm@Cityblm
Subject: 516 E. Mulberry

She wants to say thank you to the garbage guys, she doesn't know how they got to her garbage today with all the vehicles but they did it and she is elderly and said they do a great job!

FYI

Colleen Winterland
Office Manager
City of Bloomington
Public Works
(309) 434-2644

"Until one has loved an animal, part of their soul remains unawakened"

From: keithkim [REDACTED]
Sent: Thursday, December 08, 2011 6:05 PM
To: ward8@cityblm.org
Cc: grove [REDACTED]
Subject: Grove Subdivision

Hi Robert,

My name is Keith Eichensehr, resident of the Grove Subdivision and President of the Grove Homeowner's Association as of January 2012.

The purpose of this email is regarding the current rezoning considerations being requested by the developers. This information was brought to my attention, by the developers, early October 2011. I requested the developers to deliver the proposal/changes to the residents at a HOA meeting on October 26th, held at Benjamin Elementary. This was completed with Vic Armstrong, Bill Doud, Marshall Kaisner, and Neil Finlen present and providing the necessary information and offering to answer questions. I would like to mention this was completed prior to the city zoning notice signs being put in place to avoid/minimize any questions or fear factors within the subdivision. We also posted, on our neighborhood website (link below), and emailed the information regarding the rezoning considerations. The results at the meeting and through our means of communication resulted in no concerns by the current residents. If you need any additional information regarding our position on this, please feel free to contact me at any time.

In addition, often people are not recognized for the positive: I have had the pleasure of working with the City Parks and Recreation Department, mainly David Lamb and Bob Moews. On behalf of the Grove Subdivision and myself personally, I would like to express my appreciation for David and Bob working with us to help "Grow the Grove" and make positive progress in our Grove Park area. They are two Great People to work with and very helpful and knowledgeable. Many Thanks.

Robert, Merry Christmas and a Happy New Year to you and your family.

Look forward to meeting and working with you in the future.

Best Regards,
Keith Eichensehr
President Grove HOA

From: Ruth LaRose on 12/02/2011 11:24 AM

To: Kathryn Buydos/Cityblm@Cityblm
cc: David Hales/Cityblm@Cityblm
bcc:

While You Were Out

Contact: Randy Kull

Message: Mr. Kull called earlier regarding a barricade. He said the issue was taken care of swiftly and it looked great. He said it was wonderful customer service!

(I just thought you'd like to know this tid bit : +)

204 S Sesame

Katie
Stamp

Monday, December 19, 2011 07:53AM

From: Katie
Stamp/Cityblm

Monday, December 19, 2011 07:53AM

To: Alex McElroy/Cityblm@Cityblm, Robert Henson/Cityblm@Cityblm, George Kutz/Cityblm@Cityblm, Jim Karch/Cityblm@Cityblm

Resident called to compliment the garbage crew saying they are always "neat and clean" and that they always do a "good job".

Thanks,

Katie Stamp
City of Bloomington
Public Works Dept.
(309)434-2225

Appendix

Police Department cont...

Administration

School Resource Officer (SRO) Arnold issued nine ordinance violations (8 truancy and 1 battery), made a home visit, visited Stevenson Elementary twice, assisted the school nurse with a medical emergency, had a meeting with District 87 superintendent on a reported theft, investigated theft of cell phones and cash, and had a question/answer session in a government class. SRO Evans had service calls on the following issues: theft, order of protection, suspicious vehicle, disorderly conduct, child custody, truancy, fighting, pedestrian and vehicle traffic, child abuse, domestic cases, and school zone traffic. He conducted nine crisis drills and meetings. SRO Hirsch spoke with 17 parents concerning fighting, truancy, sexual assault, theft, sexual harassment, poor behavior, drug use and sexual activity. He also assisted school administration with student issues regarding theft, inappropriate touching and sexual comments, fighting, classroom behavior. Hirsch broke up several fights, made an arrest for battery, spoke to 60 eighth grade students for career day regarding law enforcement, reviewed video for fights and thefts, assisted school administration with three locker searches, and spoke with students regarding grades and behavior. SRO Wagehoft made contact with students concerning the following: gang issues, lost student, disorderly conduct, theft, bullying, lost property, medical issue, fights, drug investigation, suspicious person, and curfew. Wagehoft also completed an A.E.D. review with the school nurse, assisted several at-risk students with wrestling sign up, attended Youth Impact meeting, investigated child pornography incident, and assisted other agencies on two occasions.

Communications cont...

Incoming Phone Calls

Administrative (non-emergency)	6961
911 Calls (wireline & wireless) total	2065
911 Calls - Wireline	436
911 Calls - Wireless	1629
Total All Calls	9026

Dispatched Calls

Police	5026
Fire and EMS	807
Total Dispatched Calls	5833

Daily Call Averages

Administrative (non-emergency)	232
911 Calls – Wireline and Wireless	69
All Calls per day average	301
Police Dispatches	168
Fire and EMS Dispatches	27
Average Dispatches per day	195

STREET CRIMES UNIT (SCU)

The following activity was generated: \$2,570 in tow fees generated; \$3,578 in currency seized; \$750 in ordinance violations issued; 3 warrant arrests were made; 17 non-warrant arrests were made. Drugs seized included 26.39 grams of cannabis; 5.5 grams of heroin, and several items of drug paraphernalia. SCU was actively involved in 354 calls for service, both self-initiated and dispatched calls.

Vice

The following activity was generated: seven cases opened; 11 cases closed; two search warrants executed; \$2,635 seized. Drugs purchased/seized included: 1.3 grams of cocaine seized; 5.1 grams of crack cocaine purchased; 1564 grams of cannabis seized; 40 grams of cannabis purchased; .40 grams of heroin seized; 8.4 grams of heroin purchased.

US Marshals Service

The US Marshals opened 32 cases and closed 25 cases, made 19 hands on felony arrests, one misdemeanor arrest, one arrest by another district based on a lead by our local task force, three self-surrender arrest after learning the task force was looking for them. The local task force spent time in Rock Island locating a subject who threatened to kill a federal judge. The subject eventually turned himself into authorities.

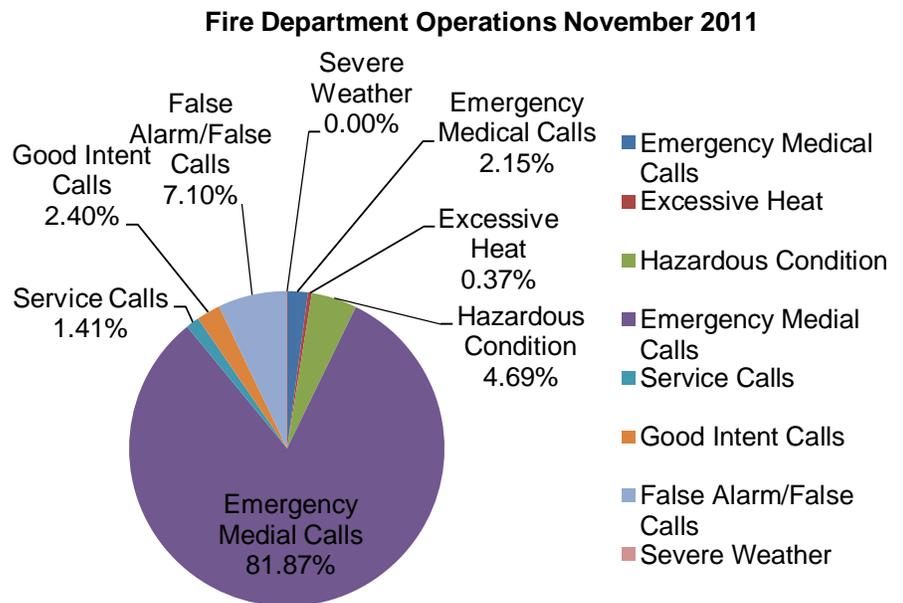
Fire Department cont...

The month of November was a fairly uneventful month as far as incident responses go. The Fire Department responded to a total of 812 calls for service as is the case in most months, the EMS side of the department was the busiest at 645 calls for service. This only means that in November there were no significant structure fires, and fire losses were down to \$25,000 for the month.

The members of the department continue to keep their days full with training and by doing pre-plans of commercial buildings in the City. The pre-plans will give the firefighters responding more information about the structure as they respond. A part of the information is placed on the

Computer Aided Dispatch (CAD) system that is displayed on the computers in vehicles. This gives the responders information such as the location of the standpipes, Knox box and alarm panel. By having that information the firefighters should be more efficient in their response to the structure.

In November we continue to deal with the constant breakdown of our ambulances. 3N51 had to have the engine replaced for the second time and was out of service for approximately 3 weeks. We are

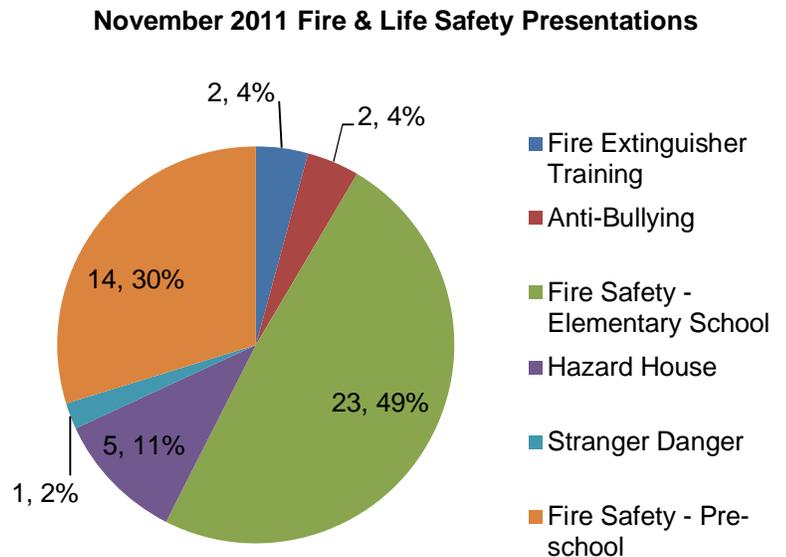


fortunate to have the two new ambulances in the process of being built and they will improve the service we can provide the citizens of Bloomington.

Fire Department Public Education Office

Fire & Life Safety Events were held at the following locations:

- Sarah Raymond School
- Bloomington Area Career Center Expo
- Holy Trinity Junior High
- Holy Trinity Elementary
- English as a Second Language – Trinity Lutheran Church
- English as a Second Language – Normal Public Library
- Washington Elementary
- Oakland Elementary
- Stevenson Elementary
- Cedar Ridge Elementary
- St. Mary’s Elementary
- Cub Scouts Den Meeting – Sheridan Elementary
- Heartland Headstart
- YWCA Pre-school



Parks, Recreation and Cultural Arts Department cont...

BCPA Main Stage and Spotlight Events

The BCPA welcomed 8,113 people to the Center for 48 different events and activities in November.

Skippijon Jones - November began with a K-12 Student Spotlight Series event. Skippijon Jones was performed to 869 students and teachers over two performances on Thursday, November 3.

Mathemagic - The BCPA welcomed a return performance of “Mathemagic” on Monday, November 7. A total of 1103 people attended the two performances.

Jake Shimabukuro - Ukulele phenomenon Jake Shimabukuro performed at the BCPA on Wednesday, November 9. The event, which was sponsored by Karen Schmidt and John Elterich, was attended by 447 people. 143 people attended a pre-show which included a hula dance troupe from Downs, IL, a ukulele jam session led by a local uke group, and a local craftsman who makes the instruments. Over 20 patrons brought their own ukuleles to the event. Included in this bunch was a group of high school boys from the north Chicago suburb of Great Barrington. The boys made the three hour trip with one of their dads. At a post-performance autograph session/meet-and-greet, Shimabukuro stood with them for over 15 minutes at the end, writing them personal notes and listening to their stories about how they had founded their own ukulele club at their school. The kids left the BCPA with seven hours before they would need to be up for school ... and a three hour drive to go.

George Winston - George Winston postponed his November 12 BCPA concert due to health concerns. The concert has been rescheduled for October 26, 2012.

Nellie McKay - Cabaret singer Nellie McKay kicked off the new Café BCPA series with a performance on Thursday, November 17. Held in the ballroom, the Café BCPA series features up-and-coming singer/songwriters performing in a relaxed atmosphere, including food and coffee for sale by Kelly's Bakery. The event was sponsored by Specs Around Town. 153 people attended the performance, including Seth Avett, a member of the Avett Brothers. The Avett Brothers performed at the US Cellular Coliseum the same night. Learning Nelly McKay was in town, he skipped out on his own opening band and was able to attend about 45 minutes of our concert before returning to the Coliseum for his own performance.

Other November Events and Activities

Ancient Accepted Scottish Rite - The Scottish Rite had their reunion weekend November 4-6. Honored at the reunion was BCPA staff member David Young for his long service to the Scottish Rite.

Taste of Home - The Taste of Home show returned to the BCPA on November 15. Sponsored by Radio Bloomington, the event had been held at the BCPA prior to the city's purchase of the building, but had outgrown the space. This new event was reported to be such a success that they will likely bring the program back next season, even though the Taste of Home group normally waits two years before coming back to a community.

Community Outreach - Performing Arts Director Joel Aalberts spoke to Karla Huffman's Communications students at Illinois State University on November 10.

Also in November

November 7 – Kiwanis luncheon

November 11-12 – Cornbelt Philatelic Society Stamp Show

November 11 – Illinois Wesleyan Wind Ensemble

November 14 – BCPA historic tour

November 16 – Illinois Wesleyan Civic Orchestra rehearsal

November 18 – Illinois Symphony Orchestra performance

November 19 – Albers/Hurley wedding reception

November 20 – Illinois Wesleyan Civic Orchestra performance

November 26 – USA Ballet rehearsal

November 27 – USA Ballet performance, "The Nutcracker"

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

CREATIVITY CENTER

The BCPA continued to expand its arts education programming for the Creativity Center by beginning to rent lesson space to local piano teacher Aaron Parlier to provide lessons to his 50+ students.

Planning is also complete to offer a musical theater education program through the Recreation Brochure in Spring '12.

Staff also met with the Bloomington Normal Youth Symphony and the Bloomington Rock School about providing space for their rehearsals and lessons in the future.

Three-day holiday sale

The BCPA's three day pre-Thanksgiving sale brought in just over \$17,000 in sales, up approximately 25% in both in seats sold and dollars brought in over last year.

Golf Division cont...

The maintenance crews did an excellent job of completing what work could be done. The Den staff was able to aerate all but four fairways. Highland Park staff did a great job mulching and removing leaves from the playing areas. Prairie Vista was able to get some much needed tree work done, as well as some bunker work accomplished.

As mentioned earlier in the report, our annual merchandise blow-out sale, which was held November 18th - 20th, saw sales down from last year. Much of the drop in sales can be attributed to having less merchandise in stock than last year. Much of our remaining merchandise carries over into next year's product line, so there is no need to mark it down to clearance prices at this point. As we move into the month of December, we will continue to promote the sale of the remaining merchandise, as well as the sale of gift cards.

As is typical this time of year, The Den at Fox Creek closed its doors for the season on Sunday, November 20th. The course staff will continue to get work done on the course as the weather allows. The course is scheduled to re-open no later than April 1st of next year, hopefully sooner if the weather allows.

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

November Cost Saving Measures

- Sent seasonal staff home on inclement weather days to save payroll expenses.
- Significantly lowered the temperature settings in The Den clubhouse to save on utility expenses.

Combined	November '10	November '11	Last Fiscal Year	Current Fiscal Year
Rounds Played	2267	1488	66897	61451
Total Revenue	\$69,378	\$43,059	\$2,195,284	\$2,132,342
Rev Per Round	\$30.60	\$28.94	\$32.82	\$34.70

Combined	November 2010	November 2011
Shotguns Start Outings Held	3	0
Outing/Tournament Rounds	0	0
Average Green Speeds - Highland	N/A	N/A
Average Green Speeds - Prairie Vista	N/A	N/A
Average Green Speeds - The Den	N/A	N/A
Seasonal Man Hours	2855	1919

Parks Maintenance Division cont...

Some of the other projects completed in November were:

- Completed shutdown and winterization of all exterior bathrooms and drinking fountains.
- Started roof replacement and repair of Miller Park Beach House.
- Built the room structure for the Fire Department’s training of overhead sprinklers.
- Remodeled interior south wall of Miller Park snack bar. Staff also redesigned and built new garbage holding area.
- Installed new light sensors in Miller Park’s older bathrooms and Tipton Park bathrooms. Energy costs will be saved as the lights will only be on when bathrooms are occupied.
- Manufactured and installed new fountain light holders at McGraw Park fountains. This will help by decreasing the amount of vandalism to the lights.
- Serviced Miller Park’s spray park filter pump.
- Replaced damaged playground bridge at Eagle Crest Park.
- Installed shelter frame at Gaelic Park.
- Installed 4 new skyriders (piece of playground equipment) and a climbing dome at Northpoint playground. Staff also installed new curb and drain tile next to the playground.
- Hung Christmas banners on Main and Center Streets as well as rope lighting around the poles on Main Street.
- Completed all HVAC checks at the Coliseum.
- Replaced secondary heat exchanger at Prairie Vista Golf Course
- Removed and rebuilt pump#2 at the Pepsi Ice plant.
- Replaced blower motor on furnace at Miller Park Zoo animal hospital.
- Repaired gas line leak on tube heaters at The Den Golf Course.

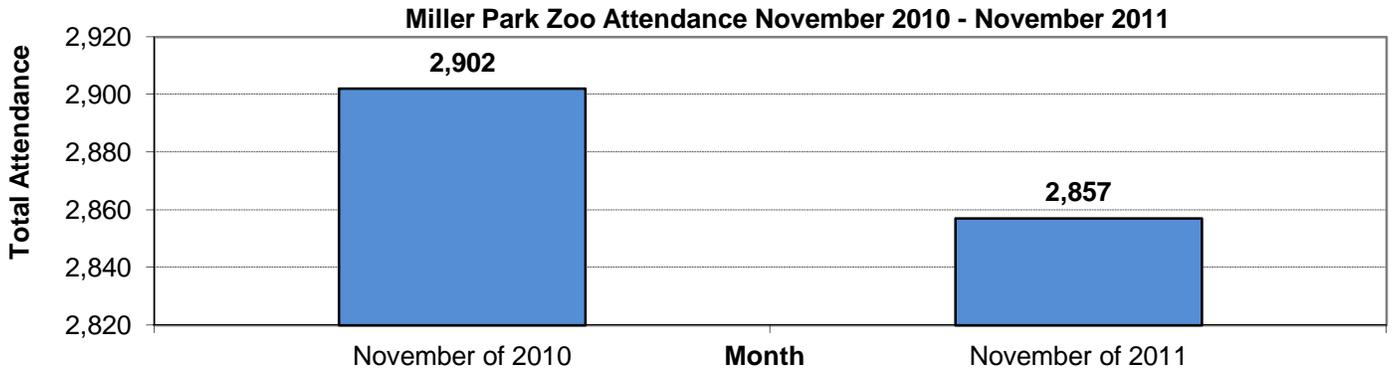
Pepsi Ice Center

Staff hours in November 2011 decreased by almost 600 compared to hours for staff in November 2010. This includes all of the Recreation Division (S.O.A.R., Pepsi Ice, Recreation, and Aquatics). Staff hours decreased by a little less than 400 hours compared to 2009. Some of the areas with decreases:

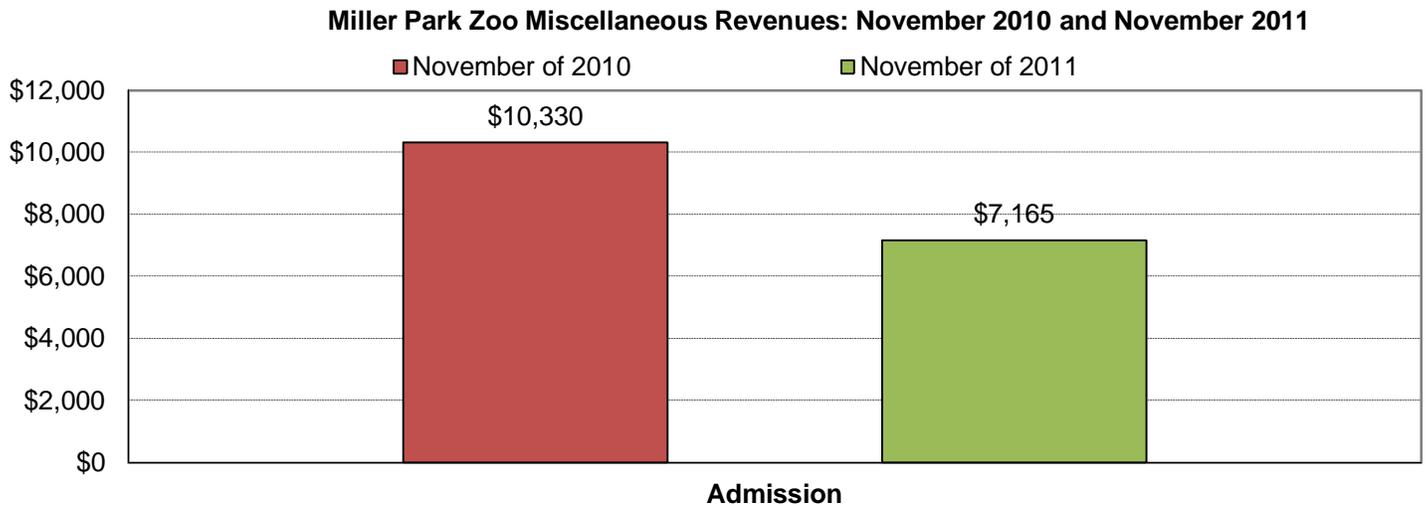
- Pepsi Ice had about a 100 hour decrease. They were unable to use the Coliseum ice for 8 days due to the Festival of Trees being in the building plus there was one other weekend unavailable to Pepsi Ice. Since the ice wasn’t used, they did not have to pay to staff it. They are also not staffing the front desk on Tuesdays and Thursdays until 2:30 pm which saves 50 hours. Just full-time staff work in the building until that time.

- S.O.A.R. had a decrease of almost 200 hours. The major decrease was the loss of the part-time S.O.A.R staff member who worked about 30 hours/week. They also hosted one less basketball game day which is an event requiring a large number of staff.
- The dance program is now contractual. Last November 90 hours of staff were in the dance area.
- The Youth sports program was lower since there is now a full-time staff member doing youth sports. In 2010 an ISU student was paid to assist with the program. More staff hours were paid for the Turkey Trot in 2010 than 2011 because there were more volunteers in 2011.

Miller Park Zoo



Attendance is relatively even to last year with only a -0.01% difference for the current fiscal year compared to last year’s attendance. Attendance was less in November in 2011 than in 2010 due to cooler temperatures and main Miller Park playground being closed.



Revenue from the gate admission is 1.3% up for the current fiscal year compared to last year’s revenue. *This month’s admission revenue was the third highest for a November in Miller Park Zoo’s history.

Animal Collection

- Acquisitions—animals added to collection by transaction or birth/hatch
 - 30 New Guinea Walking Stick
 - 10 White-Spotted Assassin Bug
 - 2 female Northern Tree Shrews
 - 1 female Peruvian Thick-knee
 - 7 Golfducean Poison Dart Frog
 - 5 Blue Poison Dart Frog
- Dispositions—animals removed from collection by transaction or death
 - 1 male and two female Common Wallaroo
 - 1 female North American River Otter
 - 1 male San Clemente Island Goat
 - 2 male, 2 female Black-Billed Whistling Duck
 - 1 Yellow-and-Blue Poison Dart Frog
 - 1 Red-Lored Amazon
 - 1 female Short-Tailed Opossum
 - 1 male Senegal Chameleon
- 1 male Bay-Headed Tanager cleared quarantine and was released to free-fly in the Tropical Rain Forest. This bird is a new species for the Miller Park Zoo
- 1 African Bullfrog cleared quarantine and has been moved to the off-exhibit area in Zoo Lab. This amphibian is a new species for the Zoo.



Northern Tree Shrews



New Guinea Walking Stick

Staff

- Worked on animal transactions (14 pending)
- Jay Tetzloff, Zoo Superintendent, guest lectured at an Anthropology class at Illinois State University.
- Jonathan Reding was hired as Zoo Curator. Jonathan comes to the Miller Park Zoo from the Oklahoma City Zoo where he was an area supervisor. Jonathan also has worked at the Fort Worth Zoo. This newly approved position will take over general operations of animal care. This position will also allow the Zoo Superintendent to focus on other features of overall Zoo functions.

Notes

Miller Park Zoo participated in the first master plan workshop. This process will take 6 – 8 months and will provide a roadmap for the Zoo over the next 15 – 20 years. The master plan will also provide a strategic business plan as part of this project. This first workshop focused primarily on learning the overall direction of the plan and the Zoo. The consultants met with Zoo Staff, city officials, Miller Park Zoological Society Board members, as well as key stakeholders and community leaders in Bloomington – Normal.

Cost Savings

The Zoo received a cash donation from Drs. Fred and Maria Smith for the purchase of a laptop computer for Zoo operations. With the hiring of the Zoo Curator, another computer purchase was needed. The laptop will be used by the Zoo Superintendent and utilized for speaking engagements.

Planning & Code Enforcement Department cont...

Code Enforcement Division

The following table summarizes the activity of the Code Enforcement and Community Development staff for the month of November, 2011.

	Nov 2011	Nov 2010	2011 YTD	2010 YTD
Residential Loan Activity (CDBG)				
Initial Rehab Inspections	2	1	50	70
Work Write-ups Completed	3	1	27	62
Loans Approved	1	1	25	32
Progress Inspections	20	10	132	315
Water Services	0	0	16	0
Code Enforcement Division				
Complaints Received	37	43	949	1091
Inspections Completed	44	32	1212	958
Garbage, Weed, Junk, Insp.	15	8	520	521
Graffiti Complaint Inspections	2	2	18	43
Housing Complaint Insp.	17	27	219	288
Tickets Issued	3	7	35	80
Vacant Buildings (NPO)	2	0	26	0

Historic Preservation Activity

No meeting in November

Planning Commission Activity

<u>Case Number</u>	<u>Petitioner and Address</u>	<u>Request</u>	<u>Action</u>
<u>Z-08-11</u>	Eastlake, LLC	Requesting the approval of a rezoning from R-1B, Single Family Residence District, R-1C, Single Family Residence District, R- 2 Mixed Residence District and S-2, Public Lands & Institutions District to R-1B, Single Family Residence District, R-1C, Single Family Residence District, R- 2 Mixed Residence District and S-2, Public Lands & Institutions District for the property commonly located north of Ireland Grove Road and known as the Grove at Kickapoo Creek Subdivision. (Ward 8)	Recommend the City Council approve vote 7-0
<u>PS-04-11</u>	Eastlake, LLC	Public hearing and review on the petition submitted by Eastlake, LLC, requesting the approval of an Amended Preliminary Plan of the Grove on Kickapoo Creek Subdivision for the property commonly located north of Ireland Grove Road	Recommended the City Council approve. vote 7-0

Zoning Board Activity

<u>Case Number</u>	<u>Petitioner and Address</u>	<u>Request</u>	<u>Action</u>
Z-16-11	Jeffrey C. Bales	Request to allow the construction of a garage as an accessory building and for a variance to increase the maximum allowed height for the property located at 1112 S. Hinshaw Street. Zoned R-1C, Single-Family Residential District. (Ward 2)	Denied by a vote of 2-2

Construction Board of Review

Discussion related to the adoption of the *International Building Code/2009* (IBC), *International Residential Code/2009* (IRC), *International Fire Protection Code/2009* (IFC), *International Existing Building Code/2009* (IEBC), *International Energy Conservation Code/2009* (IECC) and modifications to related building permit fee schedules. The board recommended the City Council adopt the listed codes. However, the sprinkler requirement for new homes was tabled for further discussion on December 13, 2011.