

# City of Bloomington: City Manager's July 2011 Monthly Report



*Bridge over Oakland Ave for Constitution Trail, photo courtesy of: Jeff Buydos, September 2011*



**CITY OF BLOOMINGTON**

## **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 Alderwoman: Judith Stearns

Ward 5 Alderwoman: Jennifer McDade

Ward 6 Alderwoman: 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 Manger: Barb Adkins

City Clerk: Tracey Covert

Corporate Counsel: Todd Greenburg

Director of Finance Department: Tim Ervin

Director of Human Resources Department: Emily Bell

Director of Information Services Department: Scott Sprouls

Director of Parks, Recreation, and Cultural Arts Department: John Kennedy

Director of Planning & Code Enforcement Department: Mark Huber

Director of Public Works Department: Jim Karch

Director of Water Department: Craig Cummings

Police Chief: Randall McKinley

Fire Chief: Mike Kimmerling

Library Director: Georgia Bouda

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## **Executive Summary**

### **City Clerk**

- Freedom of Information Act request required 90 hours of City Clerk staff time in July. The highest month previously in 2011 had been 70 total hours.

### **Fire Department**

- The Fire Department estimated a \$1,519,360 loss of property, well above the previous monthly average over the last year of \$154,327. The large monetary property loss is attributed to the collapse of the structure at 319 S. Center St.
- Council approved the purchase of a new Fire Engine at a cost \$524,551

### **Parks, Recreation, and Cultural Arts Department**

- July was recognized as Parks and Recreation Month, activities included:
  - July 4<sup>th</sup> Fire Work show at Miller Park.
  - Ground Breaking for Gaelic Park.

### **Planning & Code Enforcement Department**

- Construction activity in the City continues to be sluggish with all year-to-date indicators continuing a downward trend from 2010.
  - New home starts – down 33%
  - Building permits – down 29%
  - All construction permits – down 16%
  - Fees collected – down 23%

### **Police Department**

- Reached out to the Normal Police Department in order to try establishing a detail using both Bloomington and Normal Departments to try and control speeding on Veterans Parkway.
- Continued to see a large amount of juvenile complaints regarding City Parks.

### **Public Works Department**

- Has finished all but one (Arcadia Dr. from Lincoln St. to Ireland Grove) of the road resurfacing projects.

### **Water Department**

- The Water Department repaired four water main breaks in July. The Department continues to see an increasing trend in water main breaks over the past three year average.

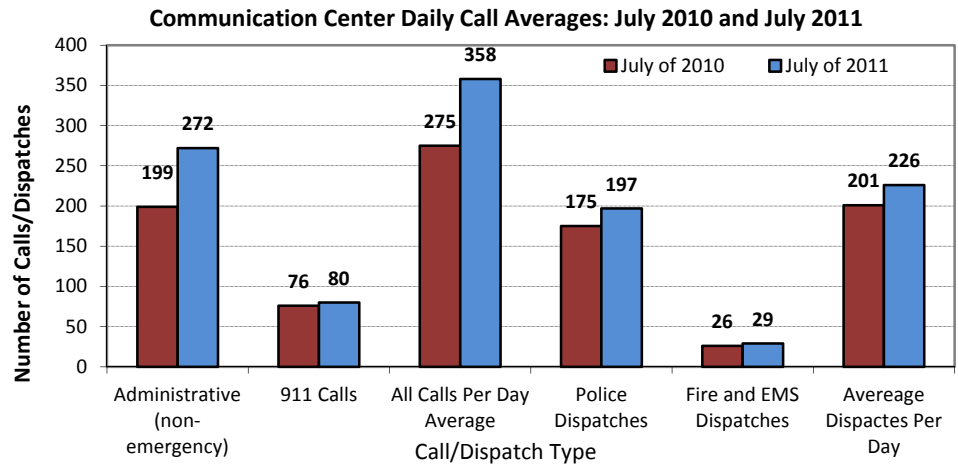
## Police Department

### Communication Center

\$4,600 in ordinance violations was issued this year to date.

The Police Department Uninterrupted Power Supply (UPS) system was taken off line and is in need of replacement. Facilities Management is working on replacement. Temporary UPS systems have been put in place to safeguard critical equipment related to the 911

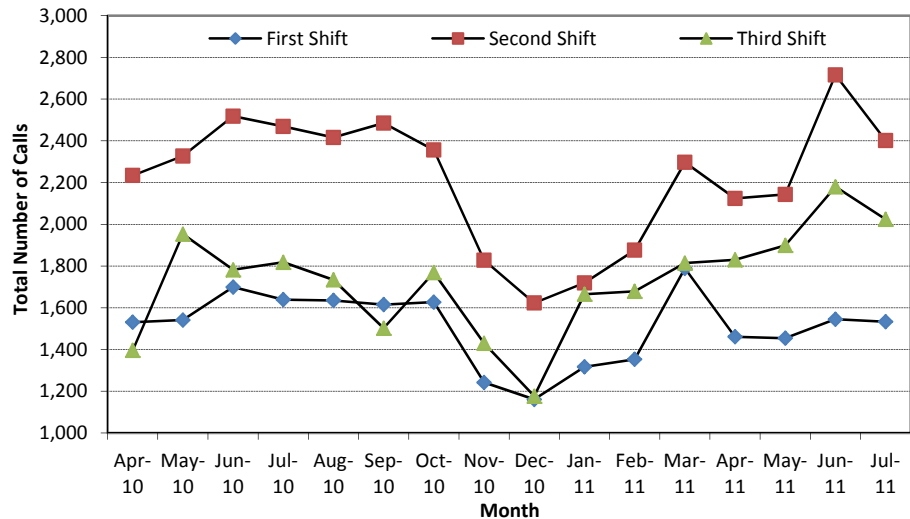
Center. We also experienced telephone line problems with Starcom. The system remained operational and only primary console capability was lost for approximately 15 minutes. In-place back-up systems worked without issue and Motorola is still troubleshooting.



### Second Shift (3 P.M. - 11 P.M.)

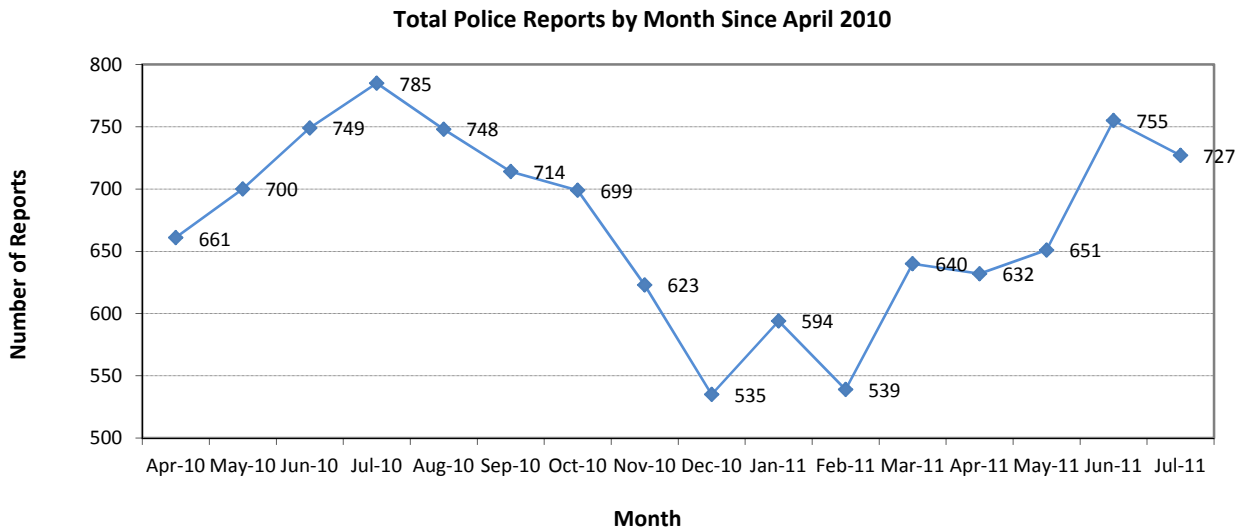
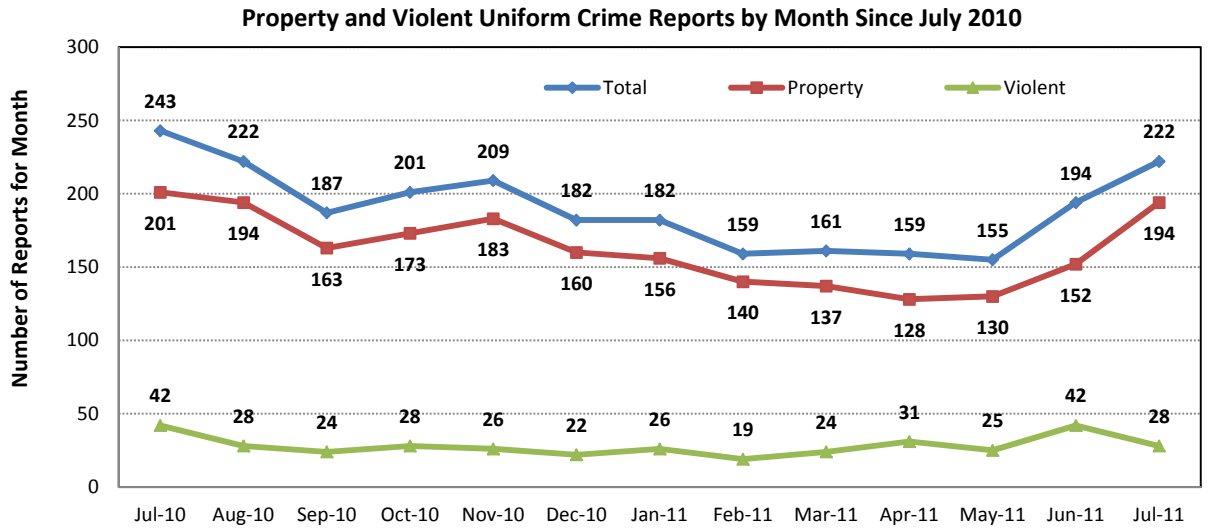
Officers have been assigned to specific target areas on a rotational basis. One such area is related to speeding that occurs on Veterans Parkway. One officer was given a radar gun and called out speeders. Officers had difficulty getting out into traffic due to congestion. An Officer made contact with Normal PD in an attempt to develop a detail that will use officers from both agencies and target Veterans Parkway.

**Police Department Calls for Service by Shift and Month Since April 2010**



Second shift responded to the building collapse on South Center where one person was trapped inside. Officers were responsible for traffic control. CID, Vice, Parks, and Second Shift worked together to deal with the incident and handle calls.

City Parks continue to be a draw to juvenile complaints. Officers spent additional time in these areas in an effort to be proactive. Foot patrols will be implemented in August as manpower allows. During July, a new Officer completed their FTO program and joined the shift.



**Police Department Appendix Begins on Page 35.**

## Fire Department

### Fire Suppression

Fire Response Data: July 2011		
Fire Response Type	Previous 12	
	Month Average	July of 2011
Fire Responses	146	173
Structural Fires	9	4
Estimated Dollar Losses (Property & Contents)	\$154,327	\$1,519,360

Top 5 Fire Response Types for July	
Rank	Response Type
1.)	743: Smoke detector activation, no fire - unintentional
2.)	745: Alarm system activation, no fire - unintentional
3.)	700: False Alarm or false call, Other
4.)	600: Good intent call, other
5.)	622: No incident found on arrival at dispatch address

### Activity Summary

During July, the Department responded to 173 calls of which 4 were confirmed structure fires. The 173 calls comprised 19.4% of the volume for the month. The four structure fire incidents resulted in a dollar loss estimated at \$1,519,360.00. The structural collapse 317 S. Center Street building accounts for most of this dollar loss figure.

Average response time from time of call to arrival for Fire Suppression emergency calls was over the 6 minute benchmark by one second at 6:01 during July.

July 2011 Structural Fire Spread, Response, and Location Chart				
Confined to Object of Origin				
Incident Number	Alarm Date	Alarm Time	Address	Personnel Responded
11-0004728	7/3/2011	16:11:30	1000 Perry St.	15
11-0004744	7/4/2011	8:54:40	601 Lutz Rd.	12
11-0005504	7/29/2011	17:03:07	501 E Stewert Ave.	20

### Training Summary

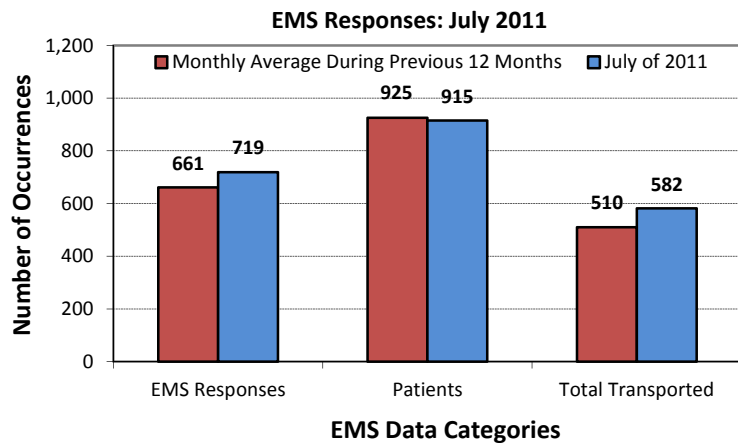
Fire Ground Command (continued), High Rise Fire Operations were the formal monthly training programs for July, along with joint live fire training with Normal FD

## Emergency Medical Services (EMS)

### Activity Summary

EMS responses for July totaled 719. This represents 80.6% of the monthly call volume. From these responses the Department provided aid to 915 patients. The three leading EMS response types during July were Sick Person, Traffic Accident and Fall Victim.

Average response time from time of call to arrival for EMS emergency calls was over the 6 minute benchmark at 6:04 during July.



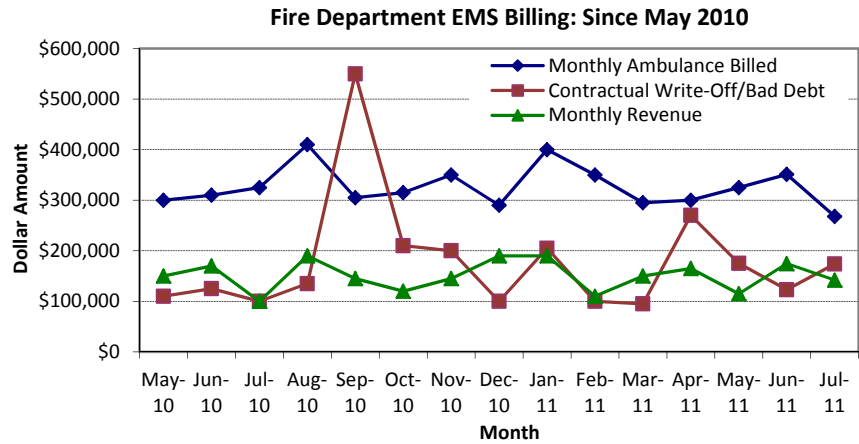
### Training Summary

The formal training program for July in EMS was Geriatric Emergencies.

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 July total for revenue was \$142,060. The total July billing charges was \$267,984. Contractual-Write offs total for July was \$173,746.

**Aircraft Rescue and Firefighting (ARFF)**

Activity Summary

- Responded to one medical emergency on an aircraft during July

Training Summary

- The ARFF Training subject for July was Emergency Aircraft Evacuation Assistance

**Hazardous Materials**

Activity Summary

- Responded at request of Normal Fire to identify and assist with handling of chemical spill on Interstate during July.

Training Summary

- The formal training program for July was Chlorine and Midland Kit practical applications

**Department Activities for July**

- Hydrant inspections continued during the month of July.
- Public Education was conducted on fire safety, extinguisher training, and stranger danger. A total of 458 participated in these presentations during July.
- City Council approved the purchase of a new Fire Engine for a cost of \$524,551 this month. Expected delivery time on the new vehicle is 10-12 months.

Month	EMS Call Creation to Arrival	Fire Call Creation to Arrival
	Goal: Under 6 Min.	Goal: Under 6 Min.
Jan-10	6:45	6:24
Feb-10	6:39	<b>5:59</b>
Mar-10	6:03	6:21
Apr-10	6:07	6:09
May-10	6:14	<b>5:56</b>
Jun-10	6:09	6:00
Jul-10	6:29	6:39
Aug-10	6:07	6:13
Sep-10	6:16	6:32
Oct-10	6:27	6:25
Nov-10	6:47	<b>5:38</b>
Dec-10	6:37	6:21
Jan-11	<b>5:58</b>	6:29
Feb-11	6:03	6:13
Mar-11	6:08	<b>5:36</b>
Apr-11	<b>5:38</b>	<b>5:20</b>
May-11	<b>5:48</b>	<b>5:26</b>
Jun-11	<b>5:36</b>	<b>5:31</b>
Jul-11	6:04	6:01

**Fire Department Appendix Begins on Page 37.**



## Public Works Department

### Engineering Division

#### Road Resurfacing and Patching for 2011

The road resurfacing and patching work is underway and the progress is going well. The website is updated on a regular basis to keep the public informed of work that is done and the anticipated work to be done.

Resurfacing -Street	From	To	Tentative Work Start Date	Anticipated Finish Date
Arcadia Dr	Lincoln St	Ireland Grove	July 2011	8/4/2011
Bittersweet Cir	Goldenrod Rd	Clover Ct	6/2/2011	Done 7/07/2011
Chicory Ln	Wildflower Pl	Goldenrod Rd	6/2/2011	Done 7/07/2011
Clover Ct	Bittersweet Cir	Dead End	6/2/2011	Done 7/07/2011
Commerce Pkwy	Veterans Pkwy	Hamilton Rd	6/2/2011	Done 7/14/2011
Fallen Oak Rd	Lake Fork Rd	Twin Lake Rd	6/2/2011	Done 7/06/2011
Graham St	Western Ave	White Oak Rd	5/12/2011	Done 6/06/2011
Goldenrod Rd	Chicory Ln	Laesch Ave	6/2/2011	Done 7/07/2011
Goldenrod Rd	Buttercup Way	Bittersweet Cir	6/2/2011	Done 7/07/2011
Hamilton Rd	Morrissey Dr	Commerce	6/2/2011	Done 7/14/2011
Hidden Lake Dr	Lake Fork Rd	south to	6/2/2011	Done 7/06/2011
Koch St	Miller St	Stewart St	5/16/2011	Done 6/13/2011
Lafayette St	Madison St	Roosevelt Ave	5/16/2011	Done 6/10/2011
Lake Ford Rd	Hidden Lake Dr	Lake Bluff Rd	6/2/2011	Done 7/06/2011
Madison St	Lincoln St	Lafayette St	5/16/2011	Done 6/10/2011
Oak St	MacArthur Ave	Stewart St	5/13/2011	Done 6/13/2011
Roosevelt Ave	Lincoln St	Lafayette St	5/16/2011	Done 6/10/2011
Twin Lake Rd	Hidden Lake Dr	Lake Bluff Rd	6/2/2011	Done 7/06/2011
Wildflower Pl	Chicory Ln	Laesch Ave	6/2/2011	Done 7/07/2011

Patching -Street	From	To	Tentative Work Start Date	Anticipated Finish Date
Buchanan St	Main St	Center St	6/8/2011	Done 6/14/2011
Empire St	Mason St	Dead End	6/9/2011	Done 7/14/2011
Fell Ave	Titan Dr	Emerson St	5/25/2011	Done 6/10/2011
Fell Ave	University St	Empire St	5/25/2011	Done 6/10/2011
Graham St	Clinton Blvd	Park St	5/25/2011	Done 6/13/2011
Jersey Ave Bridge	Over Sugar Creek		6/8/2011	Done 6/10/2011
Lee St	Empire St	Seminary Ave	6/9/2011	Done 7/14/2011
Prairie St	Chestnut St	Market St	5/25/2011	Done 6/13/2011
Park St	Beecher St	Phoenix Ave	6/8/2011	Done 5/6/2011
Rhodes Ln	Morrissey Dr	Bunn St	5/24/2011	Done 5/24/2011

Resurfacing -Alley	From	To	Tentative Work Start Date	Anticipated Finish Date
North of Front St	Prairie St	East St	5/27/2011	Done 7/15/2011
North of Market St	Prairie St	East St	5/25/2011	Done 7/15/2011
East of Lee St	E-W Alley	Union St	6/8/2011	Done 7/15/2011

The schedule of roads to be repaired then oiled and chipped in 2011 are:

Street	From	To	Tentative Work Start Date	Anticipated Finish Date
Greenwood Ave	Heidloff Rd	Lutz Rd		
Lutz Rd	Luther Oaks Ent.	Greenwood		

#### Street & Alley Repair (\$550,000)

This annual project involves minor repairs to City streets and provides for milling/resurfacing of City alleys.

#### General Resurfacing (\$1,950,000)

This annual project includes the milling and resurfacing of existing City streets.

#### Tanner Street Reconstruction (\$1,067,710.85)

Tanner Street will be reconstructed from a new round-a-bout at Lake Drive to line up with Butchers Lane at Morris Avenue.

#### Locust Colton CSO Elimination – Phase 1 (This project has not gone out to bid so a firm total cost is not available. The loan is for \$10M.)

This is the start of a multi-year and multi-phase project to separate combined sewers leading to the CSO - Combined Sewer Overflow at Locust Street and at Colton Avenue.

#### Lafayette St. Reconstruction from Maple to Morrissey (This project has not gone out to bid so a firm total cost is not available. The budget for this project is \$1,925,000)

Lafayette Street will be reconstructed as a 3 lane city street with a center two way left turn lane and sidewalk on the north side.

Permit Type	July of 2010	July of 2011
Curb Cuts	13 Permits Issued (Value \$455)	12 Permits Issued (Value \$385)
Erosion Control	12 Permits Issued (Value \$440)	16 Permits Issued (Value \$545)
Excavation	26 Permits Issued (Value \$910)	32 Permits Issued (Value \$1,050)
Water Meter Fees	Value = \$5,829	Value = \$5,475
Street Cut Deposits	Value = \$100	Value = \$200
Traffic Control	6 Permit Issued (Value \$250)	4 Permits Issued (Value \$351)
Dumpsters	3 Permits Issued (Value \$100)	1 Permits Issued (Value \$25)
Overweight Loads	36 Permits Issued (Value \$2,735)	16 Permits Issued (Value \$965)
<b>Customer Service Calls</b>	<b>July of 2010</b>	<b>July of 2011</b>
Call Center	1,356 inbound calls	1,165
Public Works Office	65 in-person assistance contacts	66 in-person assistance contacts
<b>Erosion Control/Complaints</b>	<b>July of 2010</b>	<b>July of 2011</b>
New/Maintenance Erosion/Storm-	205	149
Water Management		
Inspections	21	10
Inspection Files Closed	59	58

## Engineering Projects July 2011 Status Updates

### City of Bloomington Projects

Project Description	Status
Street & Alley Repair, 2011-12	In Construction (90% Complete)
General Resurfacing, 2011-12	In Construction (75% Complete)
Tanner St Reconstruction	In Construction (15% Complete)
Morris Ave Reconstruction, Fox Hill to Fire Station	In Design ( 40% Complete)
2011 Maintenance Contracts (Street, Utility, Grading, Traffic Signals)	Out for Bid
Regency Pump Station Improvement	In Design ( 50% Complete)
Eagle Crest East Pump Station Improvements	In Design ( 10% Complete)
Locust Colton CSO Elimination, Phase 1	Out for Bid
Lafayette St Reconstruction, Maple to Morrissey	In Design ( 90% Complete)
Sump Pump Drain Line 2010-11	In Construction (0% Complete)
Lincoln & Ireland Grove Resurfacing – ERP Funds	Finalized (100% Complete)
Kickapoo Creek Stream Restoration, Phase II	Punch List Items
Hamilton Rd Reconstruction, Timberlake to Main	Punch List Items
Constitution Trail - Grove to Croxton	Punch List Items
50/50 Sidewalks & Handicap Ramps 2011-12	In Construction ( 15% Complete)
MFT Resurfacing, 2010-11	Finalized (100% Complete)
SE Bloomington Railroad Crossing Planning Study	In Design ( 75% Complete)
2011 Detention Basin Improvements	In Design (5% Complete)

### Private Development Projects

Project Description	Status
Commercial Site Plans	5 Plan Sets Reviewed
Grove Subdivision, 3 <sup>rd</sup> Addition	Punch List Items
Grove Subdivision, 2 <sup>nd</sup> Addition	Punch List Items
Cedar Ridge Elementary School	Punch List Items
Benjamin Elementary School	Punch List Items
George Evans Middle School	Punch List Items
Cedar Ridge Subdivision	Punch List Items
Wingover Apartments	In Construction ( 99% Complete)
Morrissey Drive Trunk Sewer (Unit 5 Schools)	Punch List Items
Harvest Pointe – Phase II	Punch List Items
Links at Ireland Grove	Punch List Items
Loeseke Sanitary Sewer	Punch List Items
Morrissey Dr (US 150) at Evans Jr High School Signal	Punch List Items
Ireland Grove Rd Left Turn Lane at Black Oak Blvd	Punch List Items
Kickapoo Creek Stream Restoration, Phase III	In Construction (0% Complete)

### Village of Downs Projects

Project Description	Status
Kickapoo Trunk Sewer, Pump Station & Force Main	In Construction (85% Complete)

### Illinois Department of Transportation Projects

Project Description	Status
Veterans Pkwy/Morris Ave/Six Points Rd/Greenwood Ave	In Construction (12% Complete)

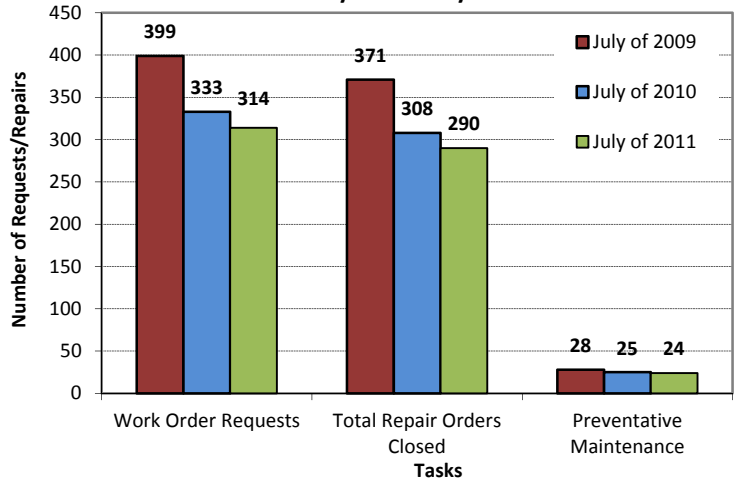
**Fleet Management Division**

Fleet realized an approximate \$22,130 increase in fuel costs compared to the prior fiscal year month of July due to the higher cost of fuel. The average fuel cost in July 2011 was approximately 85 cents more costly than the prior year at this time and the City used 1,047 less gallons of fuel.

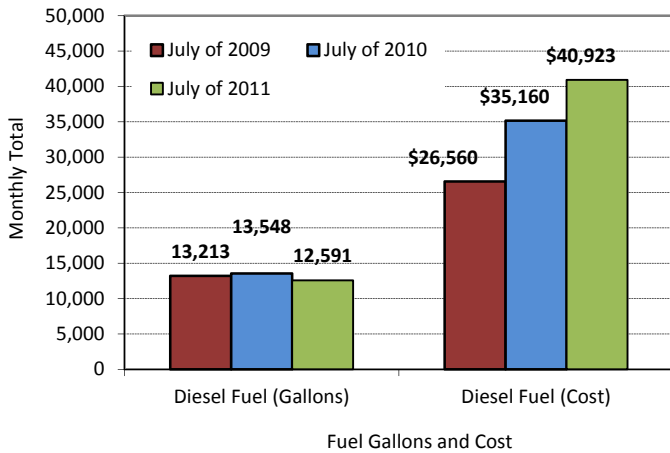
**Sale of Surplus Vehicles**

Fleet coordinated and managed the sale of eleven surplus vehicles utilizing the Public Surplus website and received \$29,521 in revenues as a result of this sale. Detailed list can be found on Page 50.

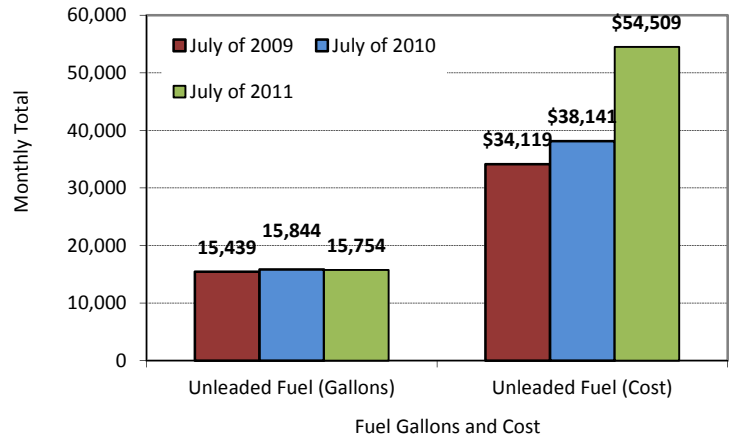
**Fleet Management Equipment Repair & Maintenance: July 2009 - July 2011**



**City Diesel Fuel Consumption: July 2009 - July 2011**



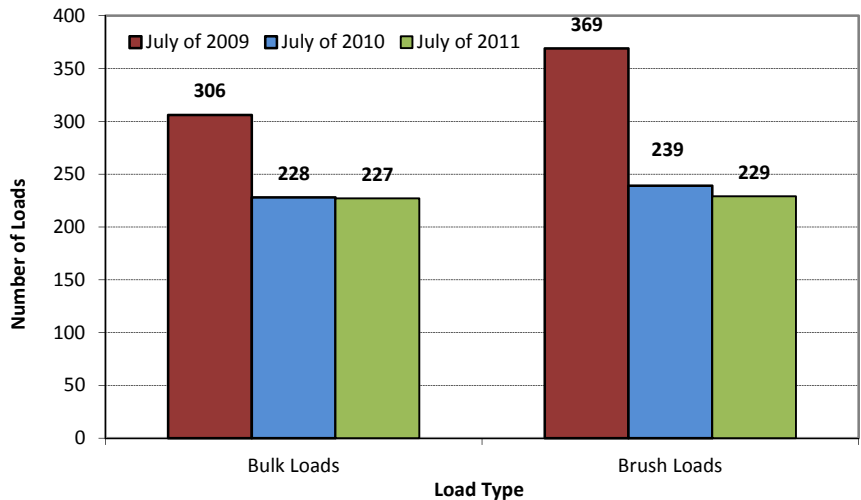
**City Unleaded Fuel Consumption: July 2009 - July 2011**

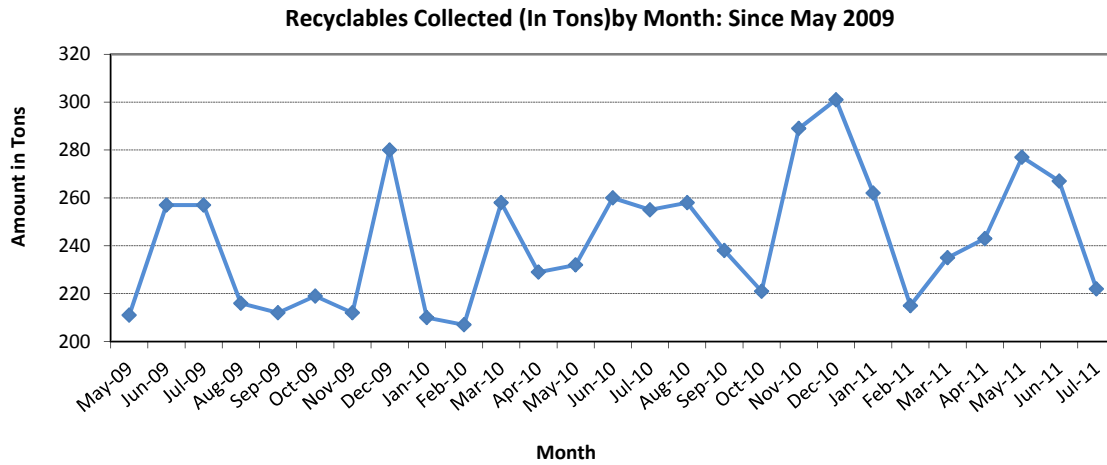


**Waste Management Division**

Approximately 25,500 residences are serviced weekly and an average of 28.4 pounds of household garbage was picked up each week at these locations. A total of 1,522 tons or approximately 3.04 million pounds of household waste was collected in July as well as 802,000 pounds of bulk and 229 truckloads of brush.

**Bulk & Brush Loads: July 2009, 2010, 2011**





- Working both day and night shifts, 1,068 miles of streets were swept. The Division also performed weed control and provided gravel and maintenance for 9 alleys throughout the City.

**STREETS & SEWERS**

**Streets and Sewers Jobs Completion Average (In Days)**

Work Type	Average Age (days from received to completed)	Average Completion - (days from start to finish)	Average Billable Hours Worked
Contractor	23.14	24.67	17.71
Drainage Tile	1	1	26
Hot Asphalt	9	12.5	222.5
Inlet Repair	138	7.5	50.75
Mail Box	110.54	70.24	1.58
Main Repair	403.5	119.75	37.75
Manhole Repair	198.5	-	63.25
Permanent Patch	17	17	105.5
Service Repair	490.33	125	33.83
Sidewalks	384.38	212.25	13.59
Water	61.41	17.87	16.59

**Street and Sewers Job Tasks Completed: July 2010 and July 2011**

<b>Job Task</b>	<b>July of 2010</b>	<b>July of 2011</b>
Cold Mix	105	54
Contractor	9	2
Drainage Tile	4	0
Hot Asphalt	0	1
Inlet Lead Repair	1	0
Inlet Repair	6	1*
Mailbox	2	0
Main Repair	1	1
Manhole Repair	3	1
Permanent Patch	9	1
Service Repair	1	0
Skim Coat	4	0
Special Events	1	0
Sump Line Repair	2	0
Televising	1	0
Water	38	7

\* This number includes 37 inlets on Hamilton Rd. near State Farm Corporate South that have been repaired since April 2011. There are approximately 20 more to repair in the area.

**Streets and Sewers Outstanding Jobs: July 2010 and July 2011**

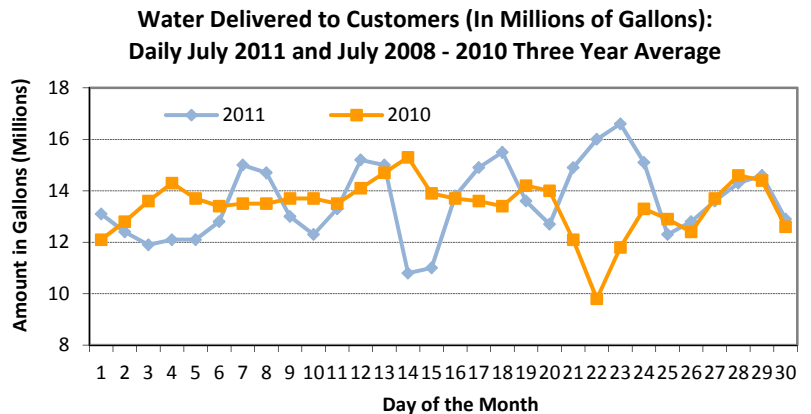
<b>Work Type</b>	<b>July 2010 Jobs Remaining</b>	<b>July 2011 Jobs Remaining</b>
Backfill	0	4
Brick Repair	0	1
Cave In	22	10
Cold Mix	2	8
Contractor	4	18
Culvert	5	6
Curb	58	66
Drainage	2	3
Drainage Tile	0	1
Emergency*	0	1
Hot Asphalt	5	1
Inflow/Infiltratio	2	2
Inlet Lead Repair	2	7
Inlet Repair	72	63
Loader	1	1
Lower Manhole	3	5
Mailbox	2	6
Main Repair	19	13
Manhole Repair	9	5
Miscellaneous	2	4
Pavement Repair	26	32
Permanent Patch	28	33
Raise Inlet	0	1
Raise Manhole	2	0
Service Repair	26	11
Shoulders	10	8
Sidewalks	25	3
Skim Coat	2	0
Special Events	1	0
Snow Plow	0	1
Storm Sewer	0	1
Sump Line Repair	6	7
Traffic Calming	1	1
Televising	1	1
Water	11	87

\* Center Street Building Collapse

## Water Department

### Pumpage

- The Water Department pumped an average of around 13.6 million gallons per day (MGD) in July with a peak day of 16.6 MGD on July 23, 2011. The July average for 2011 can be compared to the average daily pumpage during July 2010 of 13.4 MGD, 11.1 MGD in 2009 and 13.2 MGD in 2008. Therefore of the last four years, this has been the July with the highest pumpage and it certainly was one of the hottest July's on record.



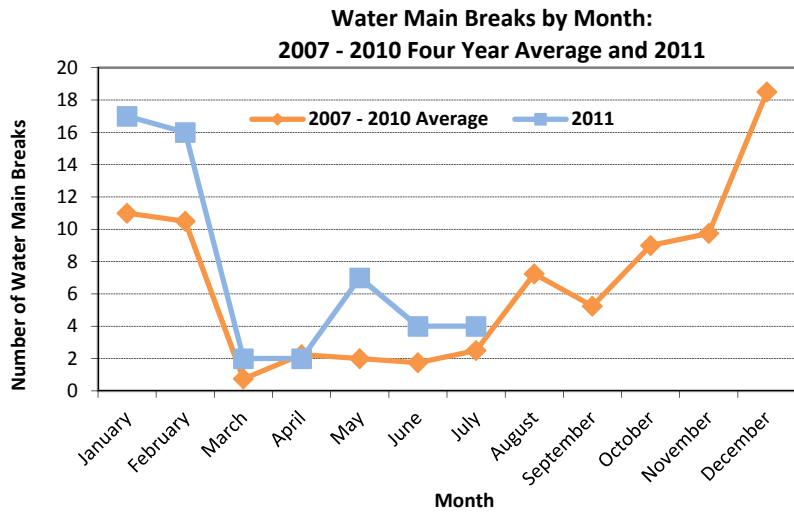
### Infrastructure

- The Morris Avenue/Veterans Parkway reconstruction project was started in March with some electric and gas utility relocations. The Water Department had budgeted \$750,000 total for this project. The portion that the Water Department must fund is about \$603,000. Stark, the successful bidder connected the new water main with existing mains on Szarek Drive, McKay, Longden, and at Goose Creek Apartments during the month. This project will probably cover the construction seasons of 2011 and 2012. (Relates to: Strategic Plan Goal #2 – Upgrade City Infrastructure and Facilities, Objective #5- Investing in the City's future through a realistic, funded capital improvement program.)
- In July the Department continued working on fire hydrants with problems. For the month, the Department serviced 49 hydrants. The Water Department also replaced 10 hydrants during the month. This brings the fiscal year total to 143 hydrants serviced and 30 hydrants that have been replaced. As of the end of July, there are no hydrants out of service as a result of the annual hydrant testing that the Department is working to repair/replace. (Relates to: Strategic Plan Goal #2 – Upgrade City Infrastructure and Facilities, Objective #5- Investing in the City's future through a realistic, funded capital improvement program.)

**Hydrant Repairs and/or Replacements by Fiscal Year**

Category	FYE 2008	FYE 2009	FYE 2010	FYE 2011	FYE 2012 To Date
Total Number of Hydrants	3,800 +/-1	3,900 +/-	4,000 +/-	4,205	4,221
Total Number out of Service	600+	100+	13	0	0
Total Number of Hydrants Serviced	543	381	185	261	143
Total Number of Hydrants Replaced	23	75	59	72	30
Percentage of Hydrants in Service	84.80%	97.40%	99.70%	100%	100%

- During the month, the Department repaired four water main breaks; three were on six inch water mains and one was on an eight inch main.

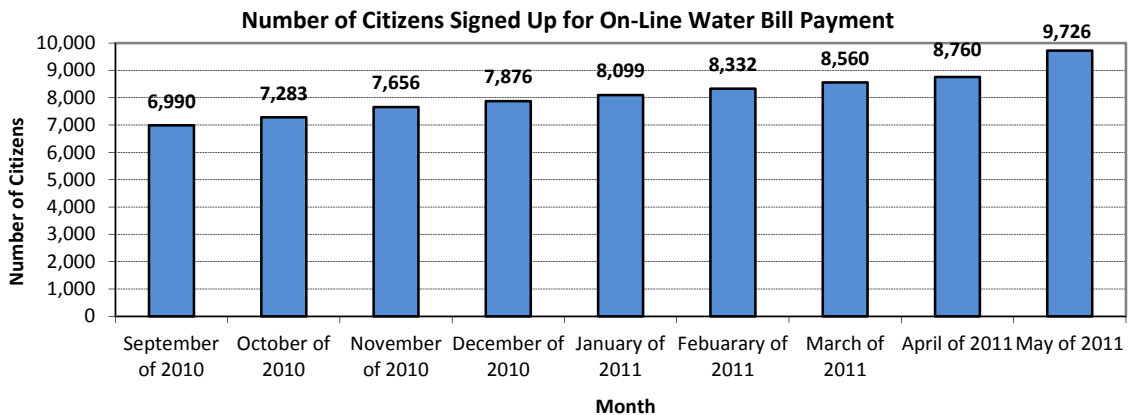


- The Department installed another 309 Radio Frequency (RF) meters during the month. Our goal for this Fiscal Year (FY12) is 6,000 units. Currently we are 23.7% toward our goal. When completed, the meter change-out program will eliminate the need for Meter Readers and those positions (currently the Department has two Meter Readers) will be eliminated within 3-4 years. (Relates to: Strategic Plan Goal #1 – Financially Sound City Providing Quality Basic Services, Objective #4- City services delivered in the most cost effective, efficient manner.)

**Radio Frequency (RF) Water Meter Installation During 2012 Fiscal Year**

Month	Fiscal Year 2012 Installations	Overall Total Number of RF Meters in System	Total Number of Meters in System	RF as a Percentage of Total Meters	Fiscal Year 2011 Installations
May	595	10,658	30,063	35.45%	346
June	516	11,174	30,092	37.13%	579
July	309	11,483	30,111	38.14%	662

- The on-line bill payment option continues to attract new enrollees. As of the end of July, the City has 9,726 customers signed up for this service.



**Water Department Appendix Begins on Page 39.**

## Parks, Recreation, and Cultural Arts Department

### Director's Department Summary

As proclaimed during the June 27<sup>th</sup> City Council meeting, July was officially recognized as Parks & Recreation Month. The highlight for the month was certainly the 4<sup>th</sup> of July Spirit of McLean County Sky Concert. This was the 27<sup>th</sup> Sky Concert featuring synchronized patriotic-themed music choreographed to the fireworks by Radio Bloomington/WJBC. State Farm Insurance, through WJBC, again sponsored the fireworks with \$9,600 in funding to help offset the \$25,000 firework contract with Melrose Pyrotechnics, Inc.

City Council approved performance contracts for upcoming shows for the BCPA 2011-12 main stage season and also adopted a resolution in support of the McLean County Wellness Coalition.

A special Ground Breaking Ceremony for Gaelic Park was held on July 27<sup>th</sup> and was extremely well attended by families throughout the Gaelic Park area. Children took part in the ceremonial ground breaking and were treated to various games and activities by our Recreation staff.



### Additional highlights from July

- Miller Park Summer Theatre – “Schoolhouse Rock Live!” 3,000 attendees over 5 performances.
- Golf Division hosted one of the largest amateur golf tournaments in the state of Illinois – the Bloomington/Normal Two-Man Best Position tournament featured almost 450 golfers and was played over ten days spread throughout our three golf courses. This assisted in increasing July revenues by 3% over last July.
- Took advantage of the lower water levels in Miller Lake to perform repairs to Friendship Bridge and 500 feet of the retaining seawall. Dredging of the Lagoon will be performed in August.
- Worked with members of the Veterans of Foreign Wars (VFW) in sand blasting plaques on the Civil War Monument in Miller Park.
- Recreation program revenues up over \$4,000 (or 12.3%) compared to July 2010.
- Daily attendance at Holiday and O’Neil pools saw increases of more than 7,000 visitors which is a 96% increase over July 2010 attendance.
- Daily revenue at Holiday and O’Neil pools saw increases of almost \$13,000 which is a 140% increase over July 2010 revenue.
- Zoo Superintendent Jay Tetzloff facilitated the annual Snow Leopard Species Survival Plan (SSP) meeting in Lansing, Michigan, as the national Snow Leopard SSP Coordinator.

Department revenues are currently +3.44% as compared to the three-year average. Expenses are currently –1.63% as compared to the three-year average. Due to the seasonality of the department the first quarter sees higher expenses and revenues for Park Maintenance,



Recreation, Golf and Zoo divisions while lower expenses and revenues can be expected for the BCPA and Pepsi Ice Center. Positive news shows both revenues and expenses performing better than the three-year averages.

The first quarter (25%) of Fiscal Year 2012 is now complete			
	Revenues to Budget	Expenses to Budget	Revenue: Expenses
Jul-11	33%	21%	90%
Jul-10	33%	23%	86%
Jul-09	31%	23%	81%
Jul-08	41%	29%	66%
Jul-07	38%	29%	61%

**Bloomington Center for the Performing Arts**

**Events**

The BCPA welcomed 2,791 people to the Center for 29 different events and activities in July.

**BCPA Mainstage and Spotlight Events**

Jambón with special guest The Sally Weisenberg Trio – CEFCU Summer Stage

The BCPA’s summer concert series continued in July with a performance by the Chicago-based R&B band Jambón on July 16. The band was preceded by an opening performance by the locally well-known blues combo The Sally Weisenberg Trio. Under 300 people attended the event on a busy night in B-N, including competing concerts from the Nothin’ But the Blues Festival.

Miller Park Summer Theater– “Schoolhouse Rock Live!”

The BCPA took over the production duties of Miller Park Summer Theatre for the first time this year. A cast of 38, including 31 children, auditioned for the show at the end of June. Rehearsals began on July 5.

The first performances were held July 29-31, with 625 people in attendance on the 29th, 600 on the 30th, and 350 on the 31st.

Spotlight Theatre Camp

All *Schoolhouse Rock Live!* cast members age 8-18 participated in the inaugural Spotlight Theatre Camp. Using the Creativity Center as a base of operations, the four-week program introduced students to all elements of theatre craft, including acting, technical theatre, dance/movement, and costuming. Additional classes were also taught in stage combat and puppet making.

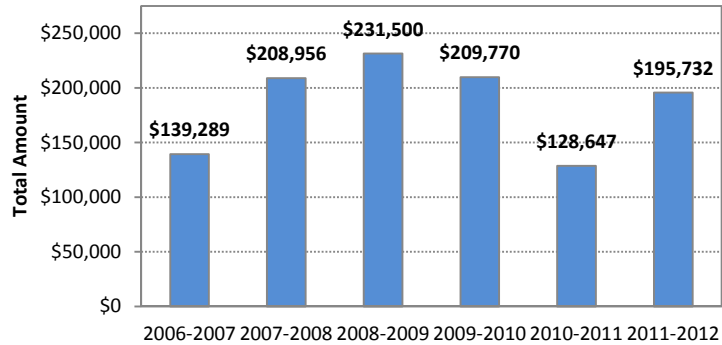
The puppet making class featured Kevin Rich, a professor of drama at Kenyon College who is known regionally for his performances at the Illinois Shakespeare Festival. Puppets were made out papier-mâché creating large, colorful, and distinctive puppet heads. This class was sponsored by Judy Markowitz.

**2011-2012 Season**

The BCPA's 2011-2012 season has been selling very well. Presales at the end of July were at \$195,732,130 for 6,396 tickets sold.

As you'll see to the right, the sales numbers reflect very favorably to previous seasons' sales. In tracking our sales one point to mention is that in 2009-10 the BCPA had already presented three outdoor concerts by the end of July, whereas there have only been two so far this year.

**BCPA End of July Presales by Presenting Season**



**Golf Division**

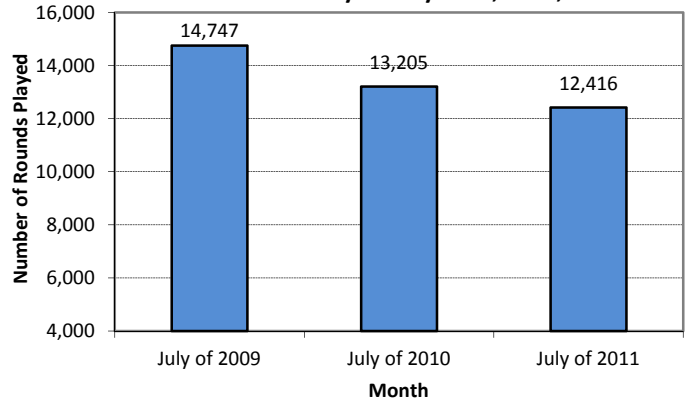
The month of July proved to be a very challenging month due to the consistent heat and high overnight low temperatures.

It's hard to believe that just two years ago we experienced the coolest July on record. This July we saw 13 days of 90+ degree heat with heat indices regularly reaching over 105+ degrees on those days. Even more detrimental to the turf grass, the average nighttime low was 70 degrees. When the night time lows do not reach the 60's, the turf grass is never able to rest and recover to tackle the heat.

**Presenting Season**

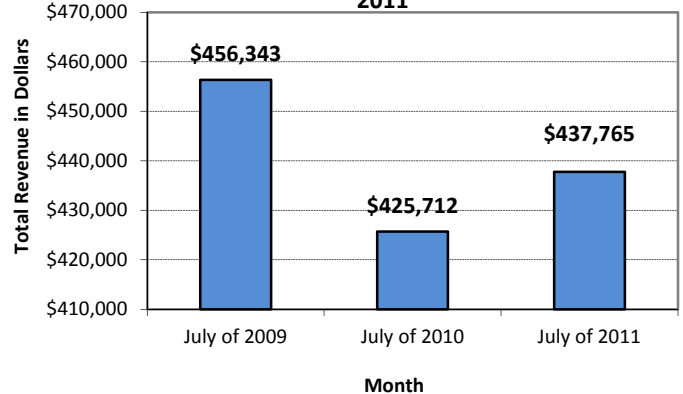
On a positive note, we learned from a hot summer last year and the courses overall have handled the heat better. However, we have experienced significant fairway and greens surround turf loss at Highland Park where the inferior turf grass combined with the outdated irrigation system create a "perfect storm" for turf loss. The greens at Highland Park though have remained in good shape as we made adjustments based upon what we learned last year to maintain a good grass cover.

**Golf Rounds Played: July 2009, 2010, and 2011**



The rounds for the month stayed relatively stable to last year with rounds down just 2% despite the heat. On a positive note, course revenues were up 3% due to some additional play from the Bloomington Normal Golf Association Two-Man tournament.

**Revenue for Rounds Played: July 2009, 2010, and 2011**



**Park Maintenance Division**

July was very busy month for Parks Maintenance. The beginning of the month staff had numerous projects that completed for the 4th of July Holiday. Some of those projects included : Mulching all tree and plant beds in Miller Park, inspection of park lights (lights were replaced as needed), and also setup at Miller Park and The Pavilion for fireworks set up for the 4<sup>th</sup> of July weekend events.

We have taken advantage of the fact that Miller Park Lake was lowered 7 feet to make some much needed repairs to the lake walls. Currently 500 feet of the wall has been removed and leveled and a geo grid fabric has been added to help stabilize the wall from future collapse. This project will continue into August. Some of the forestry staff has been helping with this project therefore our numbers in that division will be lower than normal due to them helping on the wall project.

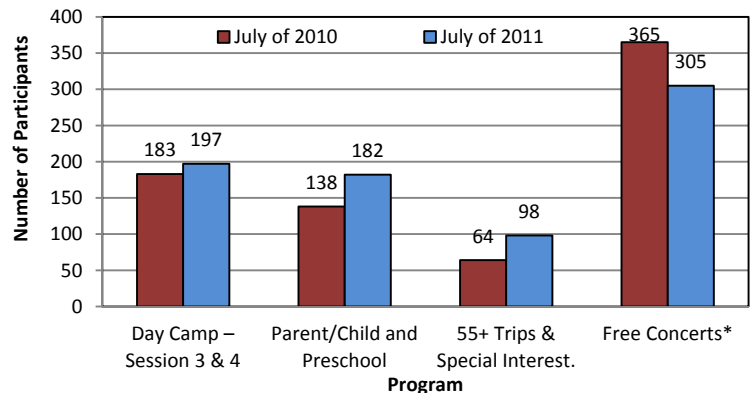
**Recreation Division**

**Recreation**

July was packed full of recreation activities for all ages. Day camp, t-ball, soccer, tennis, swim lessons, art classes, dance, preschool programs, and more continued as well as the softball leagues. Art camps offered at Central Catholic ended the first week of July and then a new set of art programs were started at Lincoln Leisure Center. The four week preschool programs ended and new ones started in July including Silly Science Experiments, Bug Buddies, and Dino Dan’s Detectives. There were family friendly activities and choices for entertainment and recreation throughout the month.

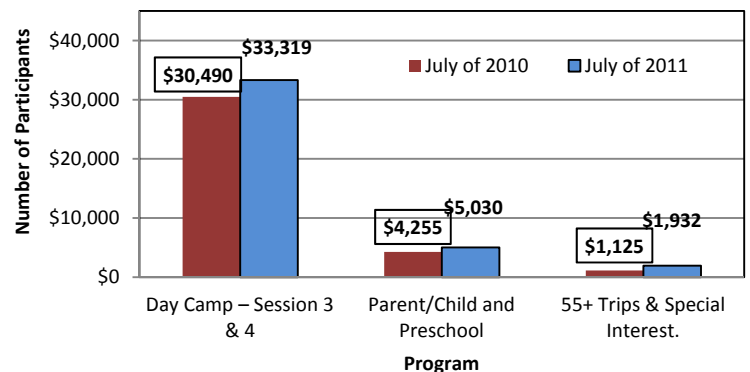
All three concert series continued in July, but were affected by the weather. Two Franklin Park Concerts were canceled, one night due to rain and one night due to excessive heat. The Lunchtime Concerts were held every week, due to the bands’ choice, but the last two weeks had very low attendance due to temperatures in the high 90s. Music Under the Stars had two warm nights and one of those nights it sprinkled on and off so attendance was sparse. Celebrate America on July 3 & 4 had an attendance of about 1000 each night

**Recreation Program Attendance: July 2010 and July 2011**



**Free Concerts is Represented in thousands actually numbers are July 2010- 3,655 and July 2011 - 3055**

**Recreation Program Revenue: July 2010 and July 2011**



The high heat and humidity started to wear on staff and participants. It was hard for all to keep being excited and upbeat when they were miserable. There were twenty days in the 90s with heat index sometimes in the 100s. Staff did their best to keep kids in the shade and keep them hydrated, but some programs did not have shade available (ie: tennis lessons, t-ball at McGraw). The swimming pools were busy but the Miller Park miniature golf had low attendance.

**Aquatics**

The hot weather made for some great swimming days! Attendance was up by over 7,000 overall as compared to 2010. Holiday was up by 5,203 and O’Neil was up by 1927. Many groups did attend the pools. Non-profits were billed for June so some of that revenue arrived in July.

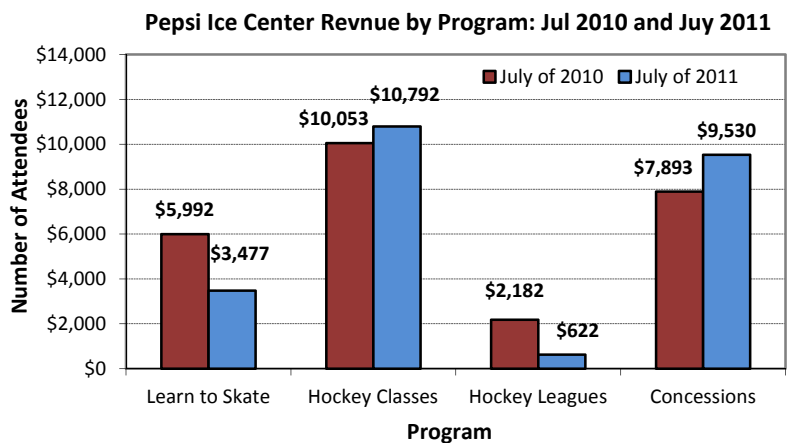
	Holiday Pool		O’Neil Pool	
	2010	2011	2010	2011
Daily Attendance	4,954	10,157	2,444	4,371
Daily Admission Revenue	\$6,328	\$15,139	\$2,900	\$7,055
3rd & 4th Session Swim Lessons	247	259	104	146
Season pass sales through July	\$15,580	\$16,755	\$4,475	\$4,810

Swim lessons continued through the month of July. Overall for the summer we had three sets of day lessons at each pool and two sets of evening lessons at each pool. We had some rainouts due to storms, but were able to make-up all the classes on Fridays. In 2010 we had 870 participants in swim lessons for a total of \$28,230. In 2011 we had 948 participants for a total of \$29,988.

**Pepsi Ice Center**

July 2010 was very similar in overall numbers as compared to July 2011. The ice skating leg was lower, but we have been without a skating director since May. Interviews were held in June for this position and an offer made. The new skating director is not able to start until after Labor Day.

The concession numbers were helped by the Jehovah Witness conferences at the Coliseum. For the 2 weekends of the conference, about \$4,800 in total concessions was received.



Hockey continues to do well. There was an increase of 9% over 2010. The instructor expense for Learn to Play Hockey was lowered since Joe was able to start teaching again.

Revenue for the 4 Legs:

Hockey: Youth Learn to Play and Adult Leagues had an increase in participants which led to an increase in revenue.

Skating: Learn to Skate and speedskating were down. The freestyle sessions did have an increase in numbers.

Open Skate: The number attending was just a little less than in 2010.

Ancillary Services: Ice rental is a large part of this number. Ice rentals were down, partly due to one private camp canceling. Also, this year Bloomington Youth Hockey is making 3 payments instead of 2 payments so the timing is different as to what month they are received.

**Special Opportunities Available in Recreation**

**Special Olympics:** The S.O.A.R. softball and t-ball teams participated in the district tournament on July 30. The softball team placed 1<sup>st</sup> in their division so they advance to the State Tournament. The t-ball team placed 3<sup>rd</sup> in their division. Special Olympics traditional and unified volleyball teams started their practices the last week in July.

**Special Events:** Most of the special events held in July were trips to various events including Chicago Day Trip, Charlie and the Chocolate Factory, Knight’s Action Water Park, CornBelters Game, and Wet & Wild.

**Weekly programs:** Most of the summer programs that started in June continue through the last week of August. Fitness, craft, gardening, and acting were some of the many areas offered.

**Miller Park Zoo Division**

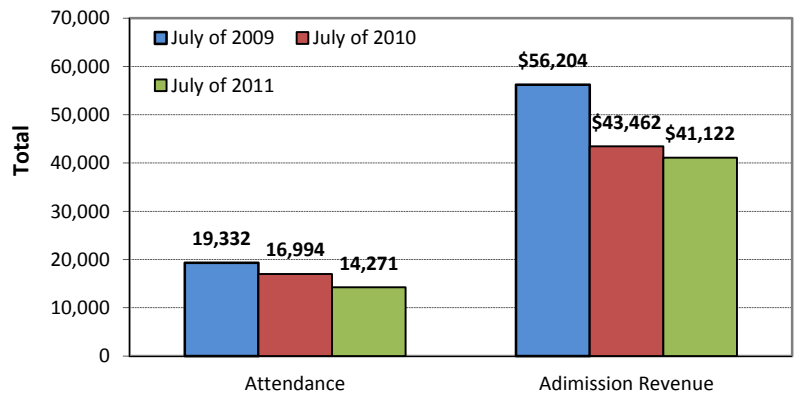
**Revenue**

Revenue from the gate admission is 2.9% down for the current fiscal year compared to last year’s revenue. The Zoo and Bloomington Library have joined forces again for the Library’s summer reading program. For successful completion of the reading program, a free Zoo pass is given. The Library pays the Zoo for that admission at the group rate. Payment is approximately a month behind the Zoo visit so it will reflect in numbers later in the fall.

**July Attendance**

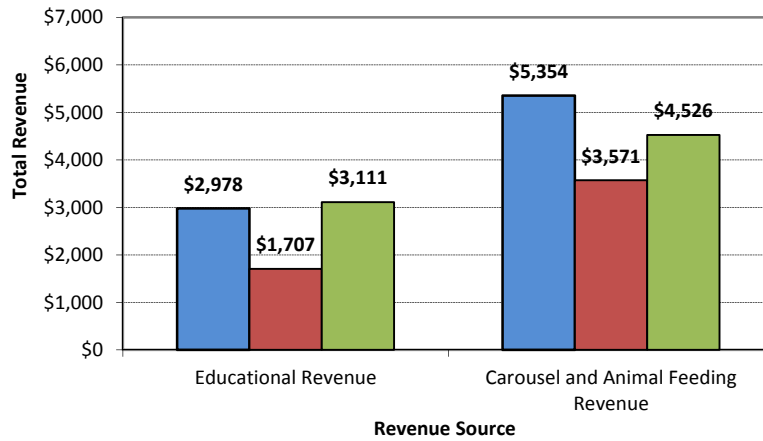
Attendance is 2.0% down for the current fiscal year compared to last year’s attendance. July extremely high temperatures were very detrimental for the Zoo’s attendance.

**Miller Park Zoo Attendance and Admission Revenue: June 2009, 2010, 2011**



- July 2009 and 2010 were the best two Julys on record for the Zoo

**Miller Park Zoo Education Revenue and Carousel and Bird Feeding Revenue for July 2009, 2010, and 2011**



**Additional Revenues**

Revenue from Concessions, Carousel, and Animal Food Sales is 23.7% up for the current fiscal year compared to last year's numbers. Carousel prices were raised starting May 2011. Also, animal feeding opportunities were increased in the last year.

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

## Planning and Code Enforcement

### Building Safety Division

Construction activity in the City continues to be sluggish with all year-to-date indicators continuing a downward trend from 2010.

- New home starts – down 33%
- Building permits – down 29%
- All construction permits – down 16%
- Fees collected – down 23%

#### Building Permits Issued and Fees Collected: July 2009 - July 2011

Type of Permit Issued	July of 2009	July of 2010	July of 2011
Number of Construction Permits (All Permits)	614	619	465
Incorporated Building Permits*	323	273	217
New Homes Built	21	12	9
Duplexes Built**	0	0	0
Multi Family Built	0	0	0
Construction Valuation	\$8,561,558	\$7,153,059	\$2,570,849
Permit Fees Collected	\$125,969	\$109,323	\$85,274

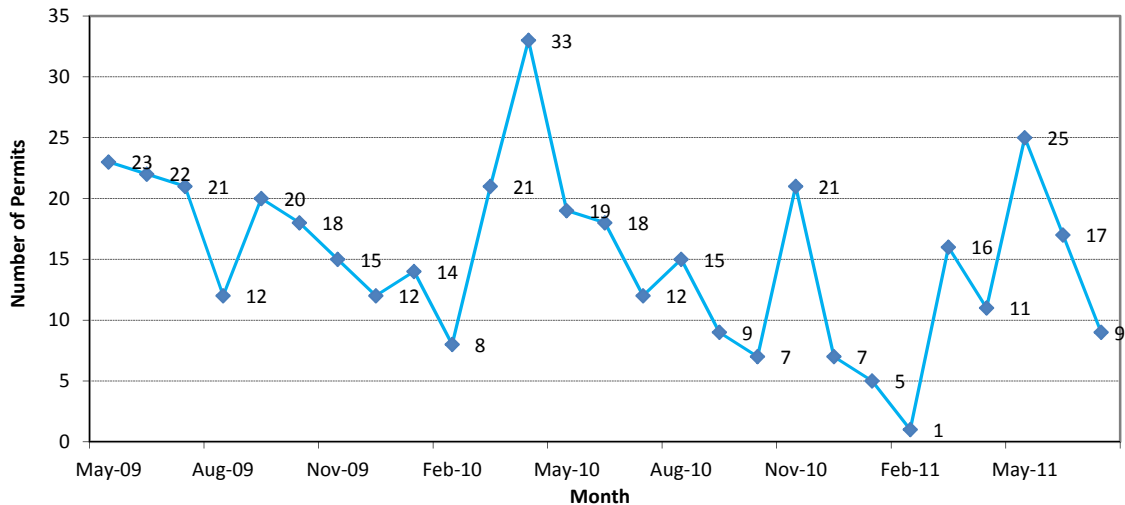
\*Only Building Permits (Residential & Commercial)

\*\* Dwelling Units

#### Notable Plan Reviews Received in July 2011

Building/Project Description	Address	Value
Leman Chevy City	1602 Morrissey Dr	\$5,000,000
BMW of Bloomington	1604 Commerce Parkway	\$2,500,000

#### New Home Permits Since May 2009



## Code Enforcement Division

### Summary of Activity for Code Enforcement and Community Development Staff: July 2010 and July 2011

Residential Loan Activity (CDBG)	July of 2010	July of 2011	Code Enforcement Division	July of 2010	July of 2011
Initial Rehab Inspections	6	3	Complaints Received	174	135
Work Write-ups Completed	5	3	Inspections Completed	254	104
Loans Approved	3	1	Garbage, Weed, Junk, Insp.	104	45
Progress Inspections	40	0	Graffiti Complaint Inspections	22	4
Water Services	0	0	Housing Complaint Insp.	40	23
Sewage Ejection Systems	0	0	Condemned Properties	0	0
Total Houses Demolished	0	0	Tickets Issued	14	2
Total Garages Demolished	0	0	Vacant Building (NPO)*	0	3

The Neighborhood Preservation Ordinance activities should start to see numbers increase with the hiring of a seasonal inspector in July. This will allow staff to refocus from the day-to-day complaints and devote time specifically to vacant and blighted properties.

#### Items/Activities of Note:

- A report has been sent to council requesting input as to the expected outcome of the action agenda item: *Housing Rehabilitation and Infill Policy: Definition, Direction, Adoption*. A report will be provided outlining the City's current activities for comparison. Staff is looking for direction for the future of the action agenda item
  - 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. Please direct citizens to the statement of interest form available on the City's web site.
  - Negotiations for a new contract have begun with Laborers 362, Inspectors.
  - The new City Hall HVAC system is virtually complete. Staff and the contractor are completing punch list items at this time. If you notice an issue with the system, please call the PACE department and let us know.
  - PACE staff has been monitoring the conditions and progress of the collapsed building at 317 S. Center Street. It is anticipated that demolition/clean-up will begin on August 15, 2011.
  - The Soper/Burr House at Prairie and Chestnut has been purchased and work is underway to restore the building. The new owner, Mike Manna, has been working with staff and has been before the Historic Preservation Commission for work approval. The current efforts are on a new roof to keep the water out.
- **For Historic Preservation, Planning Commission, and Zone Board Activity please see the Planning and Code Enforcement Appendix beginning on page 46.**



## Legal Department

### Collections

#### Small Claims:

- 13 cases were set on July 7, 2011.
- 3 cases for use tax were paid prior to the court date – Total collected \$1,342.
- 6 cases were filed for use tax collection – court date 8-4-11.

#### Nuisance Parking:

- Monthly Parking Ticket Payment Agreements – total collected \$1,515.

#### Miscellaneous Amounts Collected

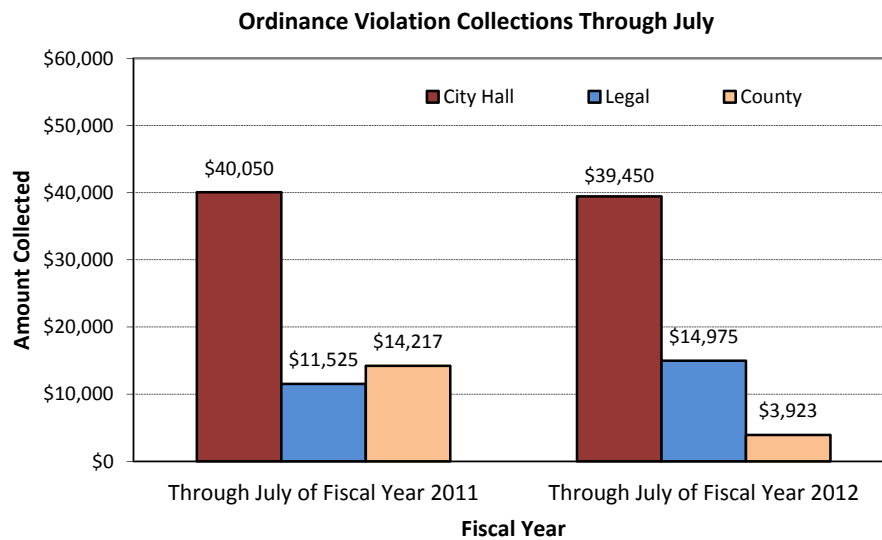
- \$18,500 for miscellaneous collections.

#### Freedom of Information Act Requests

- FOIA: 59 FOIA requests were processed through the Legal Department.
- Total time spent 30.25 hours.

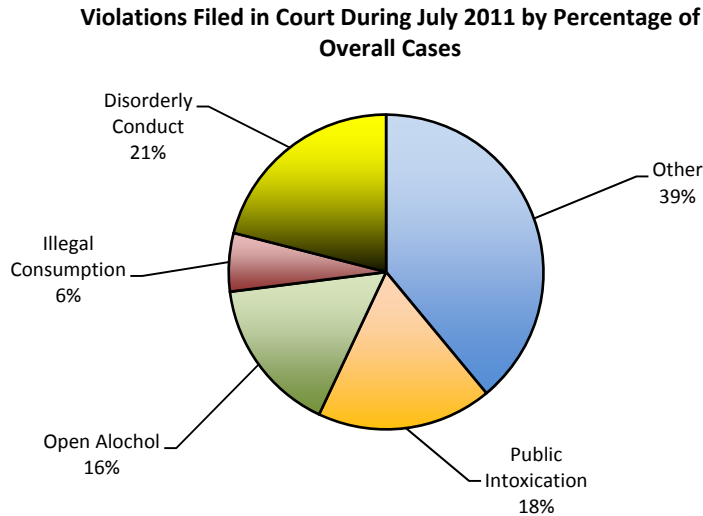
#### Ordinance Violation Activity

- Fines received at City Hall before filing: \$12,600/\$39,450 Fiscal Year to Date (FYTD).
- Fines paid at City Hall after filing: \$5,675/\$14,975 FYTD.
- Post judgment fines received: \$2,255/\$3,923 FYTD.
- Total: \$20,530/\$58,348 FYTD.



- Ordinance Violations Paid at City Hall – 92
- Ordinance Violation Cases filed: 92
- Summons prepared: 57
- Total cases scheduled for court – 232

- Trials scheduled – 8
- Post Judgment cases scheduled– 14
- (There were only three court dates in July because of the holiday.)



#### Unregistered/Inoperable Vehicle Compliance

- Legal continues to work with the Police Department to send out compliance tickets for vehicles that are unregistered and/or inoperable throughout the City.
- Vehicle Compliance Tickets sent this month: 36.

#### Ordinances Drafted

- Drafted revision to Intergovernmental Agreement for Bloomington-Normal Transit System.

#### Contracts/Agreements

- Reviewed engagement letter with Clark, Baird, Smith law firm.
- Reviewed Personal Service Contracts for BCPA.
- Reviewed Client Agreements for 2011 Health Care Insurance Plans.

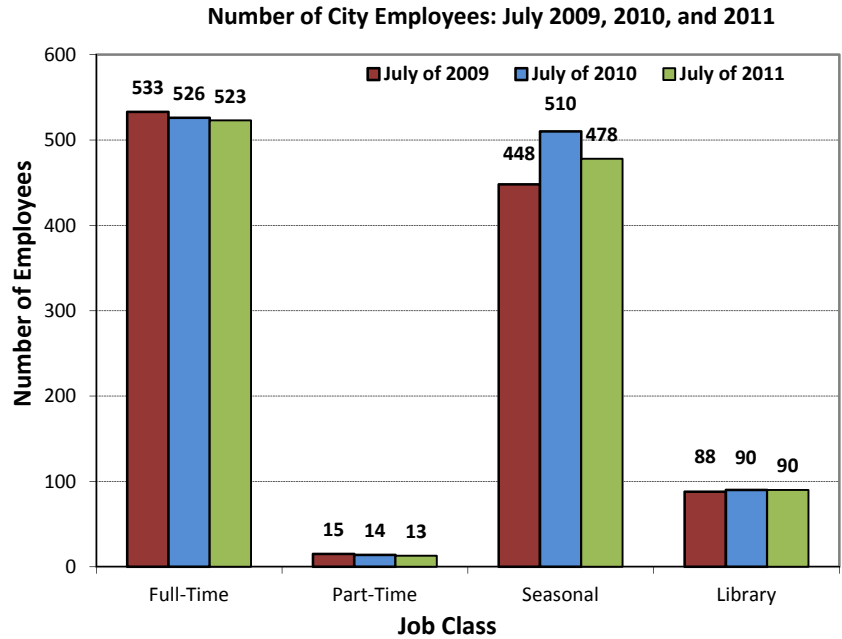
#### Personnel/Human Resources

- Interviewed candidates for paralegal and legal secretary positions.
- Quarterly meeting with ASC- Claims Review on Workers' Compensation and General Liability Claims.
- Reviewed HR contracts (re: ERRP).

**Legal Appendix Continues on Page 47.**

## Human Resources Department

- Continued implementation of the Tyler/Munis software and Empower Time and Attendance systems. Worked included 1 full days in Munis sessions and 2 full days in Empower sessions, weekly implementation team meetings for both software systems, various other planning and analysis meetings and time spent to produce documentation items.
- Continued work to develop position descriptions and set salary grades for new positions approved in the FY11/12 budget.
- Active negotiations with Lodge 1000 (Water). Local 362 Support Staff, Local 362 Parking Attendants, Local 362 Inspectors and Telecommunicators.



### City of Bloomington July Vacant Full Time Position Status

Current Positions Position	Status
Property, Records & CSO Manager	In process
Department Secretary - Legal	Kari Reed
Patrol Officer	Curtis Squires
Patrol Officer	Jared Bierbaum
Paralegal	In process
Recreation Associate	In process
Performance Auditor	In process
Telecommunicator (TCM)	In process
Utility Worker - Water	In process

### City of Bloomington Bargaining Unit Employees Contract Status

Full-time			
City Employees	Employees	Expiration Date	Current Status
Support Staff Local 362	29	4/30/2009	Negotiating
Parking Attendants Local 362	4	4/30/2009	Negotiating
Water Lodge 1000	36	4/30/2010	Negotiating
Inspectors Local 362	15	4/30/2011	Negotiating
Sergeants & Lieutenants	20	4/30/2011	Requested to bargain
Police Unit 21	97	4/30/2011	Requested to bargain
Fire Local 49	94	5/30/2012	Current
Public Works & Parks 699	107	4/30/2012	Current
Telecommunicators (TCMs)	15	N/A	Mediation 05/18/211

**City Clerk**

City Council Proceedings Completed and Approved by Council

- June 27, 2011
- July 11, 2011

Other Minutes Completed

- Work Session – 1
- Liquor Commission – 1

**Outstanding Council Proceedings**

Council Report Year	July of 2010	July of 2011
2007	4	1
2008	1	0
2009	9	0
2010	6	1
2011	-	1
<b>Total</b>	<b>20</b>	<b>3</b>

**Time Spent Gathering Information for Freedom of Information Act Request (Calendar Year to Date)**

Month	Number of Requests	Average Time per Request (Minutes)	Total Time (Hours)
Jan-11	91	41	62.75
Feb-11	55	39	35.3
Mar-11	95	39	62.4
Apr-11	70	30	34.7
May-11	76	53	67.05
Jun-11	88	48	70
Jul-11	78	70	90
<b>Overall</b>	<b>553</b>	<b>46</b>	<b>422.2</b>

**Calendar Year to Date (January 2011 - July 2011) Liquor Licenses and Fees**

Liquor License Group	Number of Vendors	Number of Licenses	Total Received	Penalties/Fees	Invoiced
Clubs	6	12	\$5,280	\$0	\$5,280
Convenience Store	7	14	\$4,245	\$0	\$4,245
Package Sales	8	12	\$4,872	\$69	\$4,820
Restaurant	46	84	\$41,424	\$111	\$41,288
Tavern	36	61	\$33,083	\$55	\$33,028
<b>Total</b>	<b>103</b>	<b>183</b>	<b>\$88,904</b>	<b>\$235</b>	<b>\$88,660</b>

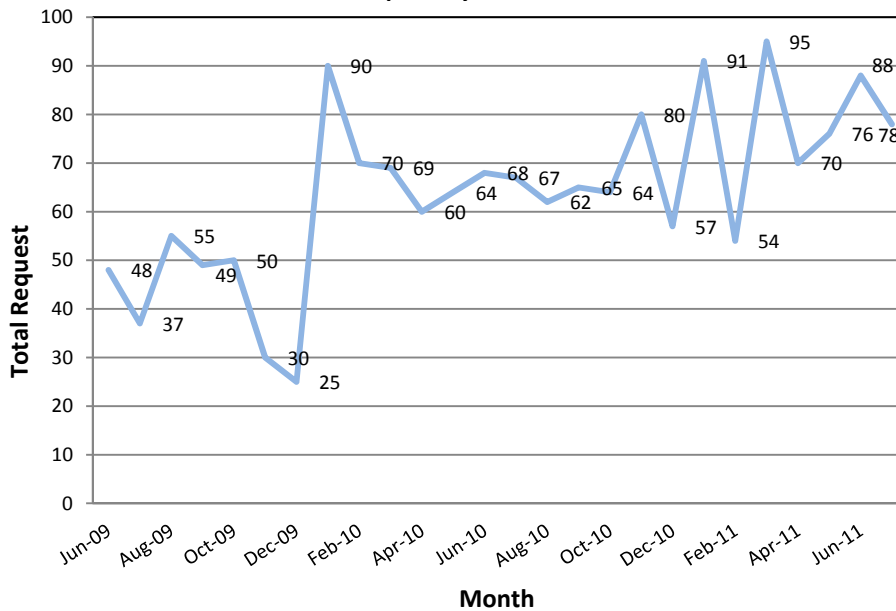
**Calendar Year to Date (January 2011 - July 2011) Amusement and Miscellaneous Licenses with Fees**

License Group	Number of Vendors	Number of Licenses	Total Received
Amusement	17	26	\$14,487
Miscellaneous	45	67	\$6,801
<b>Total</b>	62	93	\$21,288

**Approved Work Sessions and Proceedings**

	Fiscal Year 2011	Fiscal year 2012
Proceedings	61	17
Work Sessions	7	5
Executive Sessions	10	3
Retreats	1	-
Citizen Voice Meetings	2	1
Liquor Commission Meeting	-	1
Special Meetings	-	2
<b>Total</b>	81	29

**F.O.I.A. Request by Month Since June 2009**



Other Items of Note

- Major focus of this office is compliance with Local Records Acts, the Open Meetings Act, and Freedom of Information.
- Provided 4 “No Solicitors Invited” cards to citizens based on Water billing insert.
- Bids Opened Completed - 1
- Contracts Established - 6
- Outgoing Mail processed in City Hall – 8095
- Received Thank you from Richard Services Inc.

## Library

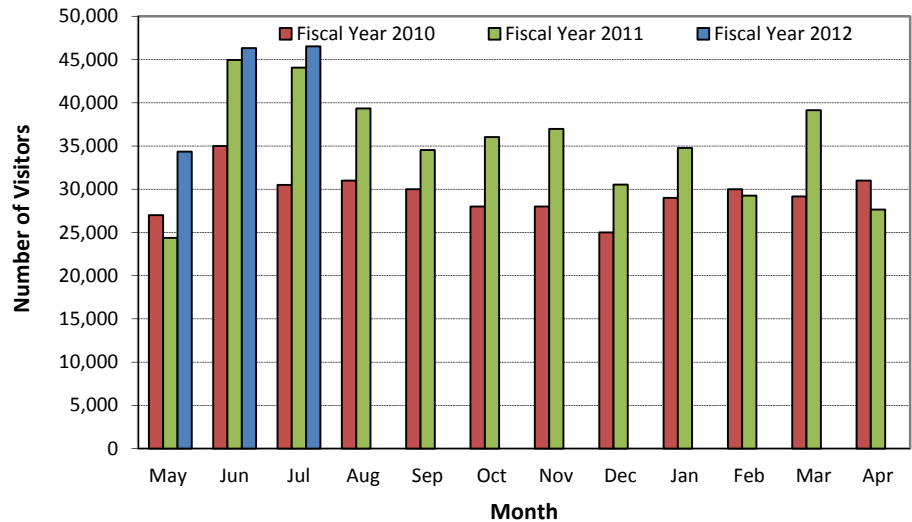
1. Goal - To expand and strengthen the Library's visibility within the community

- July was another busy month with 46,518 people visiting the library, compared to 44,057 visitors in July 2010.

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

- Staff answered 9,009 questions from customers this month.

**Number of Visitors to the Library by Month Since May 2009**



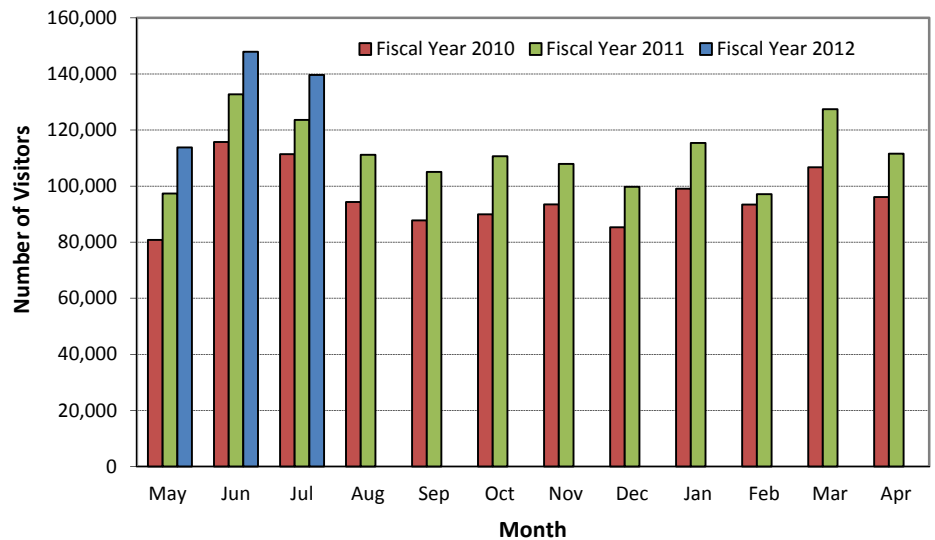
3. Goal - To provide a wide range of materials, in a variety of formats, and in sufficient quantities to meet the needs of people in the community

- 139,639 items were borrowed from the Library in July 2011, a 12.9% increase over July 2010.

4. Goal - To develop traditional and innovative library programs that reinforce the mission and role of the Library

- Our end of the Summer Reading Party in the Park was Saturday, August 6. As of August 2nd, we registered 7,846 summer readers. This is an increase of 5.2% over the 7,458 summer readers registered in 2010. Though a few late finishers are still coming in, we currently see a 55% completion rate. In 2010, the completion rate was 54%.

**Number of Items Circulated by the Library by Month Since May 2009**



**Library Programs and Attendance July 2011**

	<u>Number of Program Sessions</u>	<u>Individuals Attending</u>
Children Programs	18	1,681
Teen Programs	11	322
Adult Programs	22	419

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

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

- Flyers posted at Circulation let patrons know that they can ask staff members how their Schnucks purchases can provide funding to the Library. If they inquire, the circulation staff member will hand the patron a Schnucks eScrip card with an instruction sheet to teach the patron how to go online and activate the card. Patrons can also activate the card at Schnucks. This information is also stated on the sheet of paper they're handed.

## Information Services Department

### Enterprise Resource Planning (ERP) Project - Munis

Munis Project Accomplishments for July 2011 were as follows:

- Financials
  - Data Conversions
    - AR Customer Master Sign-off & LIVE – Dual Maintenance
    - Open Purchase Orders 1st Pass to Tyler
    - Project Ledger 3rd Pass to Proof
    - General Ledger & Budget Pass to Tyler
  - Workflow Rules Configured for all Modules
  - Security Roles Created for all Modules
  - End Users Assigned to Security Roles for all Modules
  - Accounts Payable Checks Passed @ Bank
  - Review Sessions held for all Modules
  - Began End User Training Document Prep for General Ledger, Budgets, Accounts Receivable & General Billing
  - VPN Connection to MUNIS for Bloomington Library
- HR/Payroll
  - Training
    - Payroll Review of Training Days 1-6
    - Certification & Education Training
    - Employee Maintenance Training
  - Empower Time & Attendance Import Planning
  - Data Conversions
    - Employee Master 1st Pass to Proof
    - Deduction Master 1st Pass to Proof
    - Position Control History 1st Pass to Tyler
  - Direct Deposit File Passed @ Bank
- Employee Newsletter
  - Newsletter article for July was created and included in monthly newsletter
- Time Keeping and Scheduling
  - Business & Labor Structure Defined for Departments with Job Titles linked to MUNIS Job Codes



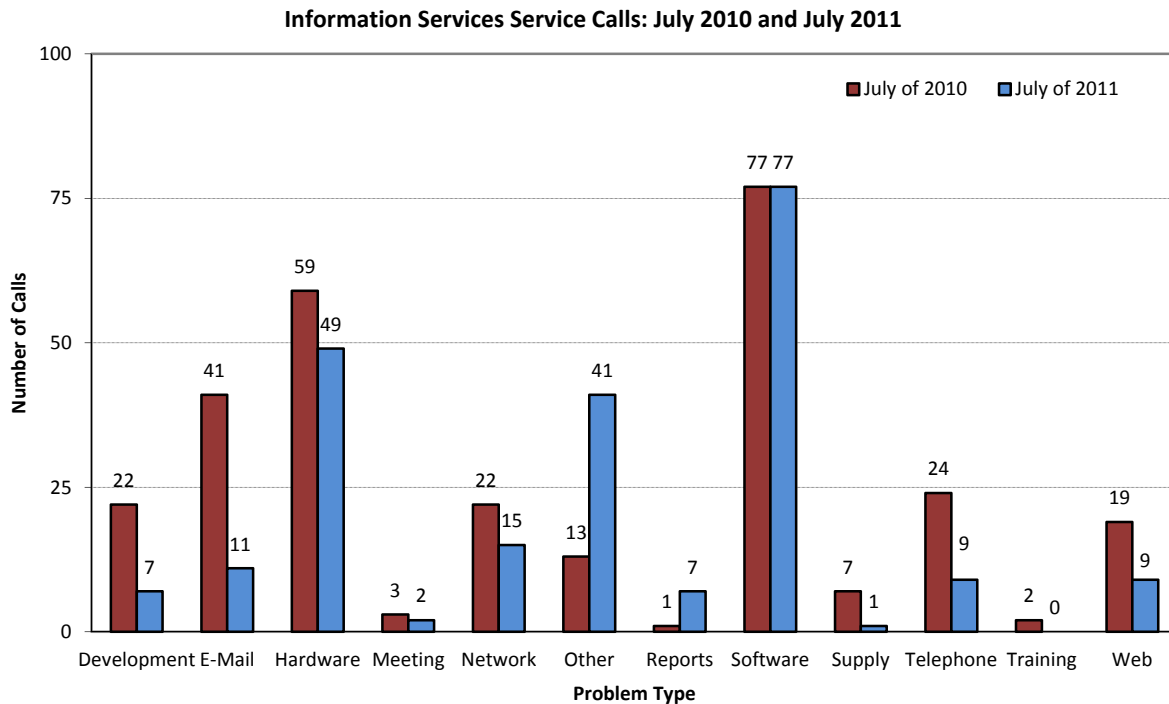
### City Internet Site Redesign

The website redesign project kick-off was held on July 20<sup>th</sup>. During the kick-off event, City Staff was introduced to the Vision Internet project manager. The project manager provided an explanation of the design process and showed staff some of the features the City will have available in the new website.

During the afternoon of July 20<sup>th</sup> and most of the day of July 21<sup>st</sup>, the City project team met with the Vision Internet project manager to begin to develop the basics of the new website. The result of this initial worksession will be a few wireframe (the basic layout of the new site) options. After the wireframes are delivered, the City will be responsible for selecting the wireframe upon which the new site will be built.

### Downtown Surveillance Cameras

Although there has been no actual implementation progress on the downtown camera system, staff has gotten word that the demo equipment we plan to use for the testing process has become available. Staff believes we'll have the test wireless network, cameras and video management system installed so that we'll be recording video within the month of August.



## City of Bloomington List Server Data

List Name	Total Member Count	July 2011 Increase	Increase Over Past Year
BCPA General	13,934	10	1,116
Bloomington Golf	6,648	1	2,324
Miller Park Zoo Tigers Tongue	2,192	0	865
BCPA Targeted Mailing	1,740	0	1,577
Parks & Rec General	1,446	4	64
BCPA Educators	909	0	0
Miller Park Zoo	507	0	11
Pepsi Ice Center	368	1	8
City Council	189	3	23
Planning & Zoning	160	2	16
Landlord Property Management	154	1	13
Parks Youth News	142	0	6
Parks Adult News	140	1	10
BCPA Patrons	136	0	0
Parks Preschool News	116	6	7
Engineering Bids	111	0	-9
Liquor Commission	109	5	13
Human Relations Commission	106	2	10
Parks Teen News	72	0	5
SOAR	68	0	3
Public Service Notices	35	0	0
Engineering Updates	17	1	0
<b>Total</b>	<b>29,299</b>	<b>37</b>	<b>6,062</b>

## July Compliments

The owner at Granite Transformation at 825-5665 on Hamilton Road called to express his gratitude for the great work on Hamilton Road. He is extremely happy.

---

Mike,

Just now resident William Stark came in to our office to tell the Mayor that the BFD did a commendable job when responding to an emergency at his home today.

His wife and great-grandson were at his house and he saw from the neighbor's yard his electrical unit on the top of his house blow-up. He told his wife to call 911 in-case the house caught fire and the fire trucks were on-site in less than 4 minutes.

He is very pleased and wanted to say thank you.

Please pass this along to your staff.

---

Subject: Re: Stoney Court road condition

Jim,

The street repair people were here this past week and filled the holes in the cul-de-sac. Thank you!

Bill

---

Bloomington Center for the Performing Arts

The July 16 Summer Concert featuring JamBon and Sally Weisenburg received a lot of praise, including:

"This was a great concert by some very awesome musicians. Beautiful weather, great set-up ..."

Miller Park Summer Theatre received kudos from the parents of children participating and from the audience.

A few of the messages from the BCPA's Facebook page:

"Bravo! What an awesome show full of fantastic talent! Come out and see these kids Bloomington-Normal!"

"Great job with the kids! Our family is loving it."

There was also an extremely favorable review of the show in The Pantagraph.

---

## Recreation Division

Evaluations were given to parents to complete after most of the programs. Very good comments were on many of them plus we received comment cards at Holiday Pool and some emails. A few of the many compliments are attached and one is copied below.

From: Mr. Forrest

Monday, July 25, 2011 9:36 AM

Subject: Coach Danny from Bloomington, Illinois Sports Camp

Good morning

I wanted to write a quick note to say how great Coach Danny was at the British Soccer Camp offered by Challenger Sports in Bloomington, Illinois the week of July 18-22. Danny is a young man from Ireland and he was the coach for my 5 year daughter, Emily. Throughout the entire he was very engaged with the kids. My daughter liked the camp so much she wanted to go back this week! Coach Danny drew, what I would call the short straw; having to coach the 4 & 5 year olds. He stepped up to this challenge with great ability. He was hampered by the weather, as it was 90+ degrees every day with heat indexes in the 115s. He approached every task with great enthusiasm and kept the kids engaged during the difficult conditions. At no point during the sessions, did I see him act negatively. In fact, he was incredibly positive even during the times that the kids interest was flagging. My daughter has Asperger's Syndrome and sometimes her attention span can be limited, but Danny kept her interested during the entire camp.

This is the 3rd year that my son has participated in the camp and the first for my daughter and both of them are looking forward to doing it next year. It is through the dedication of coaches like Danny that these camps are a great success. He made the camp very enjoyable especially under adverse conditions. Because of these positive experiences, we are very interested in hosting a coach for the 2012 year.

So please pass on our thanks to Coach Danny and all the coaches who were at the Bloomington Camp.

Thanks again!

Ken, Emily & Eric Forrest

---

July 9, 2011

Dear Jill

I wanted to write a commendation for one of the coaches I felt should be recognized.

We enrolled our son in baseball and from the very first day of class, Coach Justin stood out. Instead of just handing out a schedule and going over it, he went a step further and communicated that he was

open to working with the parents- if we wanted to see more or less of something and to feel free to bring anything to his attention. He brought so much energy and enthusiasm to the class! Justin tried to keep the children engaged and bring forth the best in each team member, readily giving individualized pointers to all.

In any given class, the instructor(S) makes a difference- Coach Justin is one of those people. My son looked forward to every class which spoke volumes.

Thanks for introducing us an exceptional coach!

Grace Park

---

Patron Comment Form

July 28, 2011

We frequent Holiday Pool because we are consistently impressed with the clean facilities and the professionalism of the pool staff. The pool is so well managed! We have visited all of the other pools in Bloomington-Normal, and it is unfortunate that at other facilities do not have the high standards established by Holiday. We sincerely thank you for offering the community such a fun, clean, and safe summer recreational facility.

Schmitt Family

---

Patron Comment Form

July 31, 2011

Jori (Pool Manager) helped me organize my son's 6<sup>th</sup> birthday party. She and the pool staff were helpful, non-pressuring, and very welcoming. Great place for a kids day out.

Thank You Holiday Pool,

Joan

**Police Department Appendix**

**Administration**

Due to the schools being on summer break, the School Resource officers took advantage of the time and used vacation and attended administrative meetings.

Dave White, Public Affairs officer attended the Towanda Parade as part of an Explorer event. He was also called-in to cover the building collapse on Center Street on July 11. He also attended several meetings throughout the month.

**Communication Center**

One full time telecommunicator resigned without notice at the end of the month. The testing process for new telecommunicators is completed, applicants have been ranked and the top candidates are scheduled for interviews in early August. Telecommunicators will be working in the Fair Command Post as radio operators for Law Enforcement personnel assigned to the fair. An update to the Mobile Message Switch Code is being worked on with our computer aided dispatch vendor, New World Systems. They are also working to configure Automatic Vehicle Locator playback. This functionality allows us to recreate a unit's travels throughout the course of their shift. Communication Center Manager continues to review Communications Center policies and procedures and reviewed the complete set of tentative agreements with telecommunicators for a meeting with the union in early August.

**Communication Center Incoming 911 Call Ring Time:  
July 2010 and July 2011  
(State Mandate is 90% Answered Within 10 Seconds)**

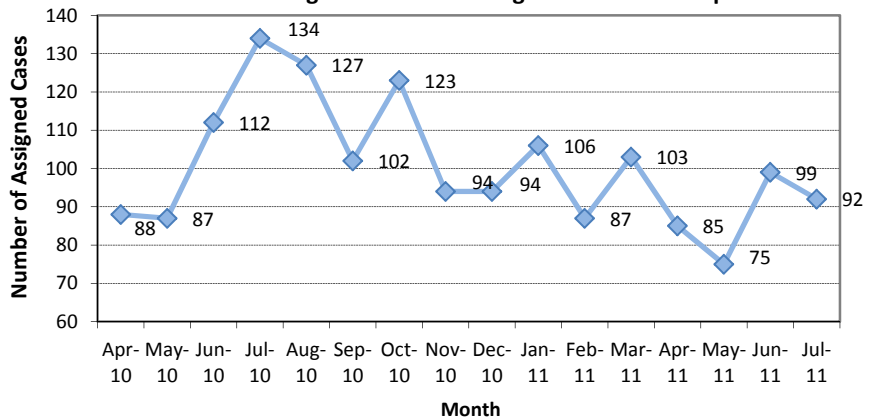
Ring Time	July of 2010	July of 2011
0 to 3 Seconds	56.70%	79.00%
4 to 6 Seconds	36.30%	19.10%
7 to 9 Seconds	5.80%	1.30%
10 to 12 Seconds	1.10%	0.50%
Percentage of total calls answered within 10 seconds.	99.90%	99.40%

**Criminal Investigation Unit**

A new Sergeant has been assigned to CID's second shift and will be responsible for court liaison duties and general investigative supervision.

CID assigned 92 cases to be investigated in July; 11% of these cases were cleared by arrest or referred to the State Attorney's Office for warrants; 55% remain pending; and 26% were administratively cleared. Other cases were cleared by exception or unfounded. Detectives currently have 51 cases assigned to them for investigation. One hundred thirty Domestic Violence cases were reviewed by CID in July. This is a decrease of 17 cases from June 2011.

**Criminal Investigation Division Assigned Cases Since April 2010**



Detectives investigated two shooting incidents that occurred on W. Grove St. Also during July, CID worked closely with McLean County Court Services to monitor and incarcerate several subjects affiliated with the gangs involved in the open shooting cases. One major joint operation with a federal agency continued in July with a CID detective and a Crime Intelligence and Analysis Unit (CIAU) analyst assigned to the case. As a result of the case, the department submitted for a share of approximately \$102,000.00 in forfeited property and U.S. currency.

### **Crime Intelligence and Analysis Unit (CIAU)**

During the month of July, CIAU worked with the sex offender compliance officer and undertook a project to develop a new sex offender tracking and compliance system. The system, known as Offender Watch, is a public/private venture funded by the Illinois Attorney General's Office. When complete, the program is expected to increase departmental efficiency regarding the offender registration process, increase sharing of sex offender information with outside agencies, and expand the amount of sex offender information available to the public. CIAU also worked in conjunction with City of Bloomington Legal on four nuisance abatement processes during the month. CIAU staff also completed a Safe Streets grant that will lead to the funding of overtime hours for officers targeting habitual gang and gun offenders in Bloomington.

### **Cyber Crimes**

The Cyber Crimes unit continued to operate under the United States Secret Service. The Unit handled four child pornography cases, conducted six cell phone examinations, arrested two subjects, assisted outside agencies in two cases, and investigated four additional cyber-crime instances. The unit continued to manage the Cyber Grant as well as conducted two public speaking engagements.

### **Street Crimes Unit (SCU)**

The following activity was generated by the division in July: \$1,040 in tow fees generated; \$3,100 in ordinance violations issued; 17 warrants made; 12 non-warrant arrests made; six noise ordinance violations issued. Drugs seized include 30.2 grams of cannabis; 1.2 grams of crack cocaine; and several items of drug paraphernalia. SCU was actively involved in 396 calls for service during July. This number represents both self-initiated and dispatched calls.

### **Vice**

The following activity was generated by the Vice unit: 13 cases were opened; eight cases were closed; 14 arrests were made; \$286 was seized; five search warrants were executed. The following drugs were seized/purchased: 3.1 grams of crack cocaine seized; 5 grams of crack cocaine purchased; 3 grams of cannabis seized; .30 grams of heroin seized; 9.20 grams of heroin purchased; 14.6 grams of liquid methadone purchased; eight firearms were seized.

### **United States Marshals**

The US Marshals opened 30 new cases; closed 14 cases; six "hands on" felony arrests were made; one misdemeanor arrest was made; one arrest was made based on a lead sent to another US Marshals service district; and one self-surrender arrest after subject learned local task force was looking for them.

Local task force officers assisted in the arrest of a subject wanted for attempted homicide and worked together to locate the subject and arrest him. They also located and arrested a subject wanted by BPD for criminal sexual assault. The officers also traveled to Champaign to assist others in locating a subject wanted for escape from the Vermillion County Indiana jail. Subject was found and attempted to flee on foot, but was taken into custody without incident.

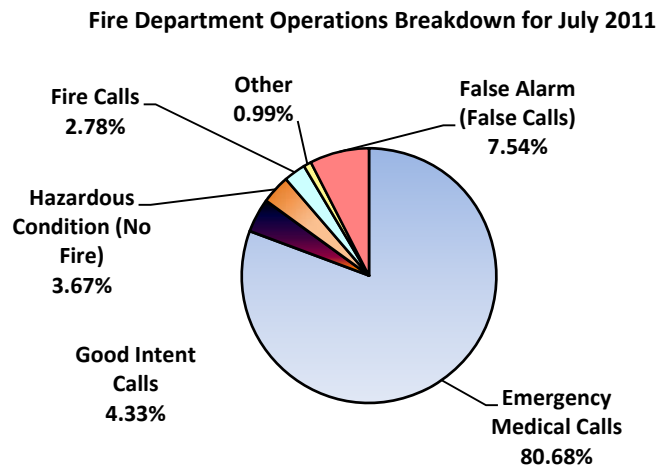
Both task force officers attended a week long training session in Chicago free of charge by the Great Lakes Regional Fugitive task force office. Topics included surveillance, high risk entries, felony vehicle stops, active shooter response, and a virtual reality shoot/don't shoot simulator.

**Fire Department Appendix**

**July Operations**

In the month of July the Bloomington Fire Department (BFD) responded to 899 calls for service. Of these calls 782 were EMS calls. Along with the fire calls and false alarms the collapse of the structure at 315 S. Center St. was one of the rare incidents with a person trapped in a collapsed structure. As BFD does not have the equipment or the training to safely accomplish a rescue the regional technical rescue team was called from

Normal Fire. Normal Fire and BFD worked together to remove the patient from the rubble and transported her to an area hospital. Other notable calls were two large natural gas lines that were cut within days of each other. These lines were in the area of the Veterans Parkway/Morris Ave. construction project and required street closures and extended scene times by the Department.



In addition to responding to emergency calls the members of BFD checked out 622 fire hydrants during the annual inspection program. To date the department is over 80% complete, by inspecting 3602 of the 4400 hydrants in the City.

The Department also completed the purchase of a new Fire Engine. The 2012 Pierce Dash CF truck will replace a 1982 Engine that is currently in reserve. We are expecting delivery of the new engine in May of 2012.

**Public Education Office**

The following represents the Public Education Officer Activities for the month of July, 2011:

**Fire & Life Safety Presentations –**

- Fire & Life Safety Presentations were given at the following locations:
  - Chesterbrook Academy



- Montessori Learning Center
- State Farm Day Camp

A total of 17 children and 3 adults were educated about Stranger Danger. The message was reinforced with a Winston Wolfe Performance of "Stranger Danger". A total of 316 children and 35 adults were educated about Fire Safety. The message was reinforced with a Dusty the Dragon Performance of "The Spectacular Smoke Smeller".

- Fire Extinguisher Training – Training using the Digital Training Device was held at:
  - Luther Oaks
  - GrowMark

A total of 87 adults were trained on the use of fire extinguishers, using the Digital Fire Extinguisher Training Equipment.

The Public Information / Education Officer also attended the class "Identifying the Road to High Risk Audiences", held at the National Fire Academy. This class specifically identifies four high risk audiences found in every community, and teaches the identification and education methods for each audience.

#### **Fire Department Training Report for July 2011**

For the month of July, 2011 the fire department held 183 training classes which totaled 1,979.5 class hours. The class topics have been grouped into six categories. They are Administrative, ARFF, Driver, EMS, Fire, and Hazmat.

Major training subjects during this month included:

- Fire
  - Live fire training with Normal Fire Department.
  - Fire Ground Command (*continued*).
  - High Rise Attack Line.
- Hazardous Materials
  - Haz-Mat Incident Commander.
  - MABAS Shelter Tent.
- EMS
  - Geriatric Emergencies.
  - Initial Equipment Familiarization- LifePak 15 Monitor/Defibrillator.
- The 183 training classes included 1,044 participants resulting in a total of 1,979.5 hours of training during July.

## Water Department Appendix

### Reservoir Conditions

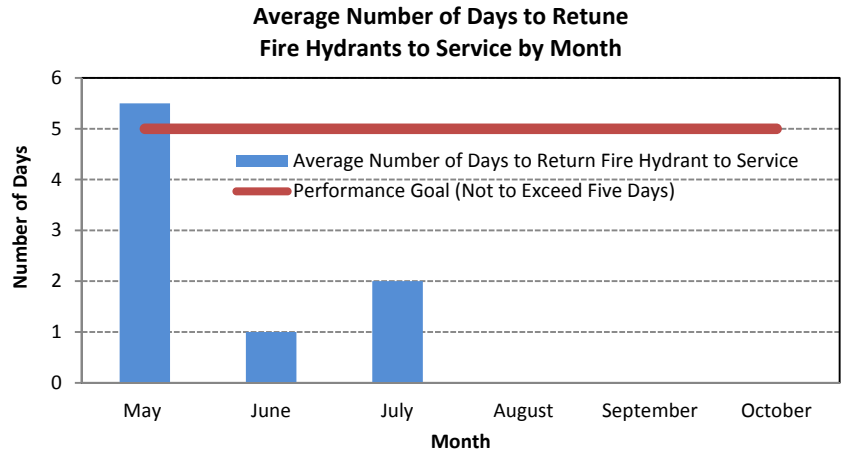
1. With the month having very little precipitation, the Lake Bloomington reservoir and the Evergreen Lake reservoirs both stopped flowing over their respective spillways. The Water Department is pumping from the Evergreen Lake reservoir. From a water supply standpoint at this time of year, the Department position is excellent.
2. This is the time of year that the nitrate content of the raw water supply in the reservoirs tends to start declining at a brisk pace. With the watershed run off this spring, the nitrate levels in Lake Bloomington increased rapidly. Since the Water Department was approaching the allowable limit (10 milligrams per liter (mg/l) or parts per million) for nitrate content in the raw water, the Department switched to the Evergreen Lake reservoir in early April. Currently the nitrate levels are around 7 mg/l from the Evergreen Lake Reservoir and are at 11 mg/l for Bloomington, making the Lake Bloomington reservoir unusable (from a regulatory standpoint) to us at this time as a single source for raw water.
3. In July, the Illinois Department of Natural Resources recovered several Muskie from the energy dissipating pool beneath the Evergreen Lake reservoir dam. These game fish were kept from being swept downstream into the Mackinaw River by the fish barrier in the pool. However, since this pool is shallow and susceptible to low dissolved oxygen levels as the water warms, the fish need to be transferred back to the reservoir in the summertime. This was done by the Illinois Department of Natural Resources and McLean County Staff. These fish were nearly State record size.



### Infrastructure

1. With the 30 replacement hydrants that have been installed this FY, none were on water main projects; all 30 of those were funded through the Operations and Maintenance account. The hydrants that were part of water main replacement projects were funded from a capital account. With the hydrants funded by the O & M account, we have spent approximately \$100,000 on their installation at approximately \$3,500 per hydrant. The budget line item for hydrants is \$75,000 in the FY12 budget.
2. During July, 7 fire hydrants were called out service by the Fire Department. The overall fiscal year average for the time it takes to return a fire hydrant back to service after it has been called out of service stands at 4.3 days. Our performance measure for FY 2012 is a return-to-service time of not-to-exceed 5.0 days as measured as an annual average..

3. During July, with the start of the 2012 Water/ Fire Department collaborative hydrant testing program, the Fire Department tested approximately 600 hydrants. The total of hydrants tested by the end of the month is about 71% of the total # of fire hydrants) (Relates to: Strategic Plan Goal #1 - Financially Sound City Providing Quality Basic Services, Objective #5- Partnering with others for the most cost effective service delivery.)



4. Department crews tagged about 450 fire hydrants during the month. These heavy duty metal tags add to the proper identification of the fire hydrants in the field. The Department will continue the tagging process throughout the spring. Currently, about 4,100 hydrants or 96% of the total hydrants are tagged.
5. The Department contracted with a specialty hydrant maintenance firm to machine the barrels of 3 hydrants on Towanda Barnes Road, south of Vic Drive. These hydrants were installed too high. The Department could have excavated and removed the hydrants, then reinstalled a shorter hydrant but this would have been much more expensive than cutting and machining the barrel from the topside without any excavation necessary. This firm will be addressing several other hydrants that are too high, over the next several months. The concern with hydrants that are too high is that the traffic flange (a machined part that is designed to fail when hit by a car) is generally above the typical impact area and the hydrant will fracture below ground instead of at the designed breakaway point that spares greater damage to the hydrant.
6. The Water Department made one valve repairs during the month of June.
7. During July, the Department replaced/repaired 20 water service lines/curb stops. Most of these were very old lead (the metal) service lines. Any time that you can remove lead from the water system, it is a good thing.
8. The Department received a "drive-by" radio reading receiver in May and has begun testing the unit with the radio frequency meters we have already installed. This testing will probably take a couple of months to complete. The total amount of radio units being read will be reported in future months.

**Financial**

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

**Water Department Fiscal Year 2012 Financial Statement**

Month	Budgeted Revenue	Actual Revenue	Difference -		Actual Expenses	Difference -	
			Budget Versus Actual Revenue	Budgeted Expenses		Budget Versus Actual Expenses	
May	\$1,259,570	\$1,107,116	-\$152,454	\$1,496,847	\$737,006	\$759,841	
June	\$1,407,824	\$1,230,207	-\$177,617	\$1,496,847	\$855,854	\$640,993	
July	\$1,710,182	\$1,463,884	-\$246,298	\$1,496,847	\$1,157,883	\$338,964	

2. The Department is under the budgeted revenue for the month but is also well below the budgeted expenses for the month. Thus, the overall position is positive in actual net income by \$1,163,428 at the end of July.
3. The Department continues to track our delinquent customers closely and will use the last resort of a shut-off if the customer does not respond to requests for payment of the past due amount or by entering into a payment plan.

**Shut-Offs by Billing Cycle and Date**

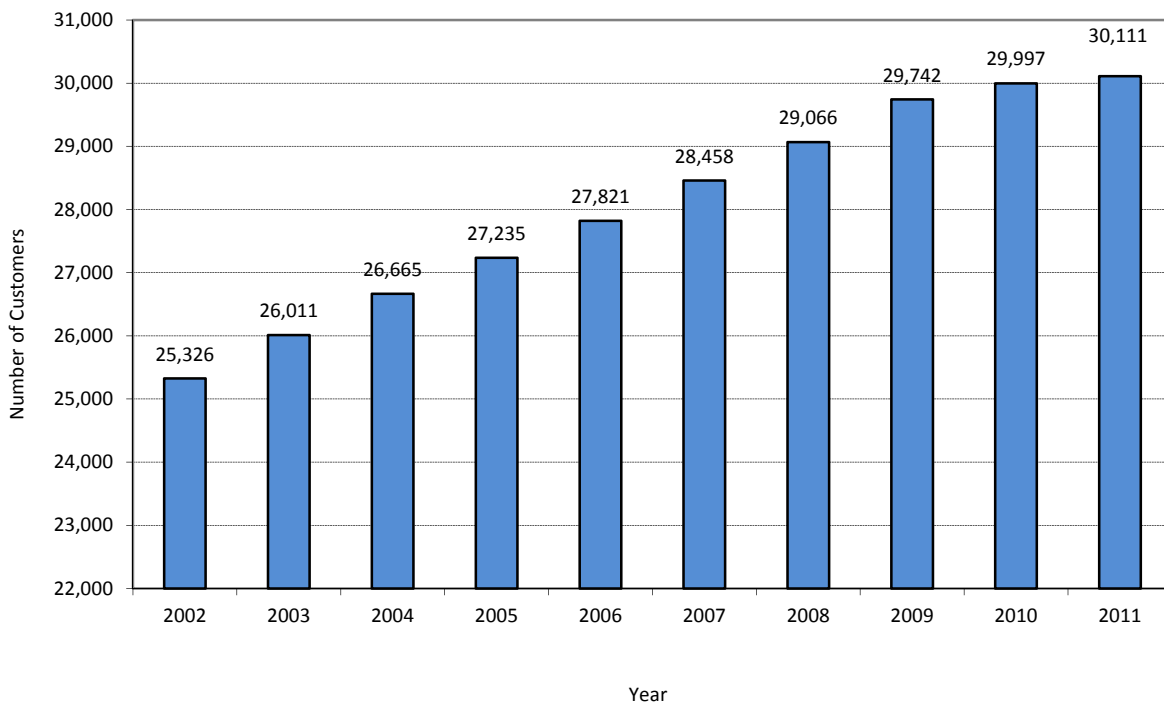
Billin Cycle	1-Jun	8-Jun	14-Jun	28-Jun	6-Jul	13-Jul	20-Jul	27-Jul
1	63				78			
2		67				54		
3			22				20	
4				24				17

**Miscellaneous**

1. The Department changed out three Unitized Measuring Elements (UME's) on large meters in the system. The UME is the part of the meter that has the moving parts that are subject to wear and is critical to keep in good repair. Two of the change-outs were on meters serving mobile home parks which are very large customers. This is part of our large meter testing and maintenance program.
2. The on-line bill payment option continues to attract new enrollees. As of the end of July, the Department has 9,726 customers signed up for this service. The Department added 495 customers for the month. Water will continue to track the number of participants monthly and express the number of customers with this service as a number and % of total customers. 9,726 customers are about 32.3% of our customer base. (Relates to: Strategic Plan Goal #1 – Financially Sound City Providing Quality Basic Services, Objective #4- City services delivered in the most cost effective, efficient manner)

3. In a related metric for the number of customers accessing their accounts on-line, the Department now has 1,014 customers who have signed up for the recurring payment option whereby their bill is paid each month without any action on their part. That is an increase of 102 customers as compared to last month.
4. The Department continues to see overall customer growth continue in CY 2012 although it has slowed tremendously as compared to years in the recent past. For the month of July 2011, there was a small gain of 19 customers bringing the total to 30,111 customers.

**Number of Water Department Customers by Year Since 2002**



**Communications**

1. The Department conducted an interview with the Pantagraph concerning the construction project at the Veterans/Morris intersection and what water infrastructure was being replaced.

**Parks, Recreation, and Cultural Arts Department Appendix**

**Bloomington Center for the Performing Arts**

Other July Events and Activities

The BCPA participated in the July 16 and 17 Lincoln’s Festival, offering a historical interpretation of the Convergence of Purpose statue and historic tours of the BCPA. Seventy-two people attended tour programs over the two-day event.

Also in July

July 2 – Long/Crawford wedding reception

July 11 – Kiwanis meeting

July 18 – Kiwanis Meeting

July 23 – Crosier/Carr wedding reception

July 25 – Kiwanis meeting

July 27 – American Passion Play Trustees Meeting

July 30 – Stevig/Putman wedding reception

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



**Golf Division**

The clubhouse staff at the courses did a wonderful job managing this year’s two-man tournament. This year’s tournament saw 220 two-player teams converge on Prairie Vista for qualifying and then throughout all the courses for the match play portion of the tournament. Many contestants stopped in throughout the tournament to extend their thanks for running a great tournament.

Bright notes for the month were seeing every major revenue category up for the month other than food and beverage. Merchandise sales continue to be strong with sales up 7% for the month. Revenues per round were also up \$2.00 per round which is encouraging.

**Bloomington Golf Course Data: June 2009, 2010, and 2011**

	July of 2009	July of 2010	July of 2011
Shotguns Held	1	2	2
Outing/Tournament Rounds	508	160	179
Average Green Speeds - Highland	104"	104"	98"
Average Green Speeds - Prairie Vista	115"	115"	118"
Average Green Speeds - The Den	116"	116"	117"
Seasonal Man Hours	8,162	7,500	6,487

The golf maintenance staff was extremely busy at all three courses during the month of July trying to keep the grass alive while also focusing on some much needed course projects. With the grass cutting slowing down due to the heat, staff was able to spend time edging bunkers, working on ornamentals,

etc. The next main task for course maintenance crews will be to aerify the courses in the latter part of August.

**July Cost Saving Measures**

- Sent seasonal staff home early on days when play was slow and temperatures too hot to safely work outside.
- Adjusted thermostats in clubhouse meeting rooms to save energy costs when the room is not being used.

**Park Maintenance Division**

Other notable projects completed in July:

- At the Miller Park Friendship bridge: repair of stone, tuck-point and caulk of all surface cracks around the railing, repaint the wall caps, install new slope wall and sidewalk, replace 20 feet of curb near the small bridge and repair a storm sewer inlet on Lake Drive
- Treated Tipton Park for mosquitos
- Treated Hillcrest basin for mosquitos
- Worked in conjunction with the Water Department to redesign and install new plant beds at their Division Street location
- Passed State of Illinois inspection at Miller Park's water play
- Continued pool maintenance at all City pools and spray parks
- Serviced fire extinguishers at Lincoln Leisure Center
- Completed the new shuffleboard area at Miller Park
- Sand blasted the plaques at the Civil War monument in Miller Park
- Completed the second Park inspection required for fiscal year 2012
- Repaired playgrounds at these locations: Rollingbrook, Evergreen, Bittner, Sunnyside
- Completed monthly inspection of the HVAC for all departmental buildings and the U.S. Cellular Coliseum.

**Recreation Division**

**Staff Hours (Pepsi Ice, Recreation, and S.O.A.R.)**

July 2011 witnessed an increase in staff hours by 200 hours over July 2010. There was an increase of 500 hours at the pools due to the hot weather and the increase in swim lesson numbers. There were decreases in sports, ice skating, and the boats. Also, the temporary office assistant hours were moved from the recreation budget to the administration budget.

**Recreation Division Volunteer Hours for July 2011**

Area	Number of Individuals	Number of Hours
Hockey	N/A	14.5
Ice Skating	1	15
Preschool	2	20
Adult Center	10	50
<b>Total</b>	13	99.5

## **Miller Park Zoo**

### **Animal Collection**

Acquisitions—animals added to collection by transaction or birth/hatch

- 1 Common Wallaroo
- 1 male Virginia Opossum
- 4 male and three female Black-Billed Whistling Ducks
- 7 Siberian Dwarf Hamsters
- 1 Red-Capped Cardinal

Dispositions—animals removed from collection by transaction or death

- 1 Common Wallaroo
- 1 male Red-Tailed Hawk
- 1 female Scarlet Ibis
- 1 Red-Kneed Tarantula
- 1 Brazilian Black Tarantula
- 1 female Boa Constrictor

The Black-Billed Whistling Ducks hatched seven ducklings in the Tropical Rain Forest. This is a first time hatching for the Zoo.

### **Staff**

- Worked on animal transactions (11 pending)
- Jay Tetzloff, Zoo Superintendent, attended Snow Leopard and Tiger Species Survival Plan (SSP) meetings at the Potter Park Zoo in Lansing, Michigan. Jay facilitated the Snow Leopard SSP meeting as SSP Coordinator. The Miller Park Zoo coordinates the transfer and breeding recommendations for all of North America. In addition to visiting the Potter Park Zoo, Jay visited the Potawatomi Zoo in South Bend, Indiana, and the Binder Park Zoo in Battle Creek, Michigan.
- Zoo Curator job posted. This new position is scheduled to begin November 1st.

### **Notes**

- Held Animal Enrichment Day as Special Event.

### **Cost Savings**

- Jay Tetzloff carpooled and shared a room for the Snow Leopard/Tiger SSP meeting. Savings were approximately \$200.



## Planning & Code Enforcement Appendix

### July 2011 Historic Preservation Activity

Case Number	Petitioner and Address	Request	Action
BHP-05-11	Joseph Strano	Requesting a Certificate of Appropriateness for a new roof for the house located at 2 White Place in the White Place Historic District.	Approved 4 yes 0 no

Case Number	Petitioner and Address	Request	Action
BHP 06-11	Joseph Strano	Requesting up to \$2,500.00 Funk, Jr. Historic Preservation Grant for a new roof for the house located at 2 White Place in the White Place Historic District.	Approved 4 yes 0 no

Case Number	Petitioner and Address	Request	Action
BHP 07-11	Nancy Sultan	Requesting a Certificate of Appropriateness for a new window for the house located at 4 White Place in the White Place Historic District.	Approved 4 yes 0 no

Case Number	Petitioner and Address	Request	Action
BHP 08-11	Nancy Sultan	Requesting up to \$336.00 Funk, Jr. Historic Preservation Grant for a new window for the house located at 4 White Place in the White Place Historic District.	Approved 4 yes 0 no

Case Number	Petitioner and Address	Request	Action
Z-05-11	Charlotte E. Schaeffer and Helen S. Bennison	Requesting S-4 Historic Preservation Zoning District Overlay for the two story residence, located at 1215 East Washington Street.	Approved 4 yes 0 no

Case Number	Petitioner and Address	Request	Action
BHP 09-11	Mike Manna	Requesting a Certificate of Appropriateness for a new roof, and repairs and replacements to soffits, fascia and chimneys for the Burr-Soper House located at 812-814 N. Prairie Street in the Franklin Square Historic District.	Approved 4 yes 0 no

Case Number	Petitioner and Address	Request	Action
BHP 10-11	Mike Manna	Requesting up to \$2,500.00 Funk, Jr. Historic Preservation Grant for a new roof, and repairs and replacements	Approved 4 yes 0 no

### July 2011 Planning Commission Board Activity

Case Number	Petitioner and Address	Request	Action
PS-03-11	Robert J. Vericella	Requesting the approval of a Final Plat with a Waiver of the Preliminary Plan for the Pheasant Run Development, Phase II, Subdivision for the property which is located west of Nicole Ct. and east of Cottage Avenue, consisting of approximately 0.8015 acres more or less. (Ward 7).	5 yes 1 no, Layover until 8/24/2011 meeting

### July 2011 Zone Board Activity

Case Number	Petitioner and Address	Request	Action
Z-06-11	Habitat For Humanity	Requesting a variance to allow construction of a single-family dwelling and to reduce the front yard setback along Morris Avenue for the property located at 1015 W. Front Street. Zoned R-2, Mixed Residence District. (Ward 6).	Approved by a vote of 6 yes 0 no

## Legal Appendix

### Litigation

- Drafted Memos to City Council re settlement of WC claims.
- Negotiated settlements with property owners regarding property maintenance cases.
- Negotiated settlements of liquor ordinance violations.
- Attended court hearings in repair/demolish cases.
- Attended Case Management Conference -- Devyn Corp. vs. City of Bloomington.
- Tendered Settlement Requests to City Council on various Workers' Compensation cases.
- Filed Response to Summary Judgment Motion in Downtown TIF (Devyn Corp. v. City of Bloomington).
- Telephone conversation and correspondence with attorney Tom Kelty regarding Downtown TIF lawsuit.
- Drafted Motion to Quash Subpoena in U.S. vs. Larry Bentley (Case No. 10-10108).
- Represented City at Liquor Commission sentencing hearing.
- Drafted Order in Fiesta Ranchera liquor violation proceeding.

### Monthly Meeting Participation

- Attended City Council meetings and work sessions.
- Attended monthly Liquor commission meeting.
- Attended special Liquor commission meetings.
- 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.
- Attended Bi-monthly Police Neighborhood Focus Group meeting.
- Attended Dept. Head Luncheon.
- Attended City Council meetings.
- Attended Work Session regarding Downtown Entertainment Task Force.
- Attended City Council Work Session regarding proposed Rules of Procedure.
- Attended Meeting of Property Maintenance Review Board.
- Attended Vehicle for Hire application hearing.
- Met with Police and State's Attorney representatives to coordinate activity.

### Research

- Issues relating to hydrants safety checks.
- Researched various issues for Fire Department (re: bad debt policy, collection procedures, bankruptcy).
- Researched specified nuisance abatement activities.
- Drafted memo to City Manager regarding onsite detention/fee in lieu of detention issue.

### Miscellaneous/Other

- Conferred with Collection Agency regarding implementation of ordinance violation collection.

- Numerous responses to City Departments on Miscellaneous Legal Questions.
- The Legal Department received 586 inbound calls that exceeded 24 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.
- Negotiated with prospective purchasers of distressed properties.
- Attended Small Claims hearing.
- Attended court hearing re: No Contact Order.
- Monitored demolition plans for old Howard Johnsons.
- Participated in collection training.
- Researched addresses for notices to be sent prior to hearing on new liquor license applications.
- Drafted Repair/Demolition Orders.
- Reviewed Property Maintenance Review Board procedures.
- Meeting re possible payday lending ordinance.
- Meeting with Dept. Head and HR re Collective Bargaining.
- Communications with outside counsel Linda Doyle re appeal of ULP case.
- Preparation of workers' compensation settlement requests for City Council.
- Meeting with City Manager, representatives from Town of Normal regarding Bloomington-Normal Public Transit System Agreement.
- Conversation with attorney regarding recording plat for 1<sup>st</sup> Addition, Harvest Point Subdivision .
- Numerous responses to City Departments on Miscellaneous Legal Questions.
- Attended public hearing regarding additional vehicles for Vehicle for Hire Company.
- Meeting with City Manager, representatives from Town of Normal regarding Bloomington-Normal Public Transit System Agreement .
- Reviewed revisions to CIRBN fiber optic agreement.
- Drafted staff memo to City Council regarding opening of time capsule.
- Drafted staff memo to City Council regarding engagement letter with Clark, Baird, Smith.
- Drafted memo re: Library tax levy.
- Drafted amendment to Lake Bloomington lease.
- Meeting with outside counsel/HR/Dept. Head/City Manager re: collective bargaining.
- Drafted Legal Opinion letter to IEPA for Locust/Colton Water/Sewer Main Project.

## Public Service Appendix

July 2011 Surplus Vehicle Sale		
Vehicle	Department	End Price
1998 Chevrolet S10 61	PACE	\$1,581
2000 Ford Crown Victoria K92	Police	\$495
1997 GMC 3500 769	Parks & Rec	\$5,250
1999 Dodge Dakota W07	Water	\$1,625
1999 Lexus LX470	Police	\$9,850
1995 Ford Mustang P69	Police	\$2,555
1998 Cadillac Deville P79	Police	\$1,401
1998 Chevrolet Cavalier W03	Water	\$1,500
1999 Dodge Caravn P71	Police	\$1,727
1996 Ford Windstar 765	Parks & Rec	\$845
1995 GMC Jimmy MP3	Fleet	\$695
2000 Ford Crown Victoria K92	Police	\$218
1999 Dodge Caravn P71	Police	\$1,780
	<b>Total</b>	<b>\$29,521</b>