



CITY OF
BLOOMINGTON
COUNCIL MEETING
JANUARY 28, 2019



COMPONENTS OF THE COUNCIL AGENDA

RECOGNITION AND PROCLAMATION

Recognize individuals, groups, or institutions publically, as well as those receiving a proclamation, declaring a day, event, or person.

PUBLIC COMMENTS

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

CONSENT AGENDA

All items under the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member, City Manager or Corporation Counsel so requests, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda, which typically begins with Item No. 8.

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

PUBLIC HEARING

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

REGULAR AGENDA

All items that provide the Council an opportunity to receive a presentation ask questions of City Staff, deliberate and seek additional information prior to making a decision.

MAYOR AND ALDERMAN

Mayor, At-Large - Tari Renner

City Aldermen

- Ward 1 - Jamie Mathy
- Ward 2 - Dave Sage
- Ward 3 - Mboka Mwilambwe
- Ward 4 - Amelia Buragas
- Ward 5 - Joni Painter
- Ward 6 - Karen Schmidt
- Ward 7 - Scott Black
- Ward 8 - Diana Hauman
- Ward 9 - Kim Bray

City Manager - Tim Gleason

CITY LOGO DESIGN RATIONALE

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

MISSION, VISION, AND
VALUE STATEMENT

MISSION

To lead, serve and uplift the
City of Bloomington

VISION

A Jewel of the Midwest Cities

VALUES

Service-Centered,
Results-Driven,
Inclusive

STRATEGIC PLAN GOALS

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

AGENDA



CITY COUNCIL MEETING AGENDA
CITY HALL COUNCIL CHAMBERS
109 EAST OLIVE STREET, BLOOMINGTON, IL 61701
MONDAY, JANUARY 28, 2019, 6:00 P.M.

1. Call to order
2. Pledge of Allegiance to the Flag
3. Remain Standing for a Moment of Silent Prayer
4. Roll Call
5. Recognition/Proclamations
 - A. Presentation of the City of Bloomington Police Department Police Officer's Commission Certificate to Officers who have completed probation:
 - i. Ashley Stacey
 - B. Presentation of Bloomington Firefighters who have completed a one-year probation:
 - i. Derick Riordan
 - C. Appointments approved by City Council at the January 14, 2019 meeting.
6. Public Comment
7. Consent Agenda
 - A. Consideration of approving the Minutes of the January 14, 2019 Regular City Council Meeting, as requested by the City Clerk Department. *(Recommend the reading of minutes be dispensed and approved as printed.)*
 - B. Consideration of approving Bills, Payroll, Electronic Transfers, and Procurement Card Purchases in the amount of \$5,429,363.22, as requested by the Finance Department. *(Recommend the Bills, Payroll, Electronic Transfers, and Procurement Card Purchases be allowed in the amount of \$5,429,363.22, and orders drawn on the Treasurer for the various amounts as funds are available.)*
 - C. Consideration of approving a bid (BID #2019-24) and contract from Coker Family Inc., d/b/a Battery Specialists + Golf Cars to purchase a new fleet of golf carts for The Den at Fox Creek, in the amount of \$153,274.35, as requested by the Parks, Recreation & Cultural Arts Department. *(Recommend The bid (BID #2019-24) from Coker Family*

Inc., d/b/a Battery Specialists + Golf Cars, in the amount of \$153,274.35, for the purchase a fleet of 64 golf carts at The Den at Fox Creek and an Agreement for same be approved, and the City Manager and Interim City Clerk be authorized to execute the agreement with Coker Family Inc.)

- D. Consideration of approving the 2019 John M. Scott Health Trust Grants Program Policies and Procedures, as requested by the Community Development Department - Office of Grants Administration. *(Recommend the 2019 John M. Scott Health Trust Grants Program Policies and Procedures be approved.)*
- E. Consideration of a Resolution Waiving the Formal Bidding Process to approve a Contract with Infrastructure Solutions, Inc. to provide Decision Optimization Technology Roads Software and Associated Services, in the amount of \$33,700, with future annual maintenance license costs in the amount of \$12,500 (renewable annually for an additional two (2) years), as requested by the Public Works Department. *(Recommend the Resolution Waiving the Formal Bidding Process to approve the Contract with Infrastructure Solutions, Inc. be approved, the Mayor and Interim City Clerk be authorized to execute the Resolution, and the City Manager and Interim City Clerk be authorized to execute any necessary documents.)*
- F. Consideration of a Resolution Waiving the Formal Bidding Process and authorizing an Amendment to an Agreement with KUBRA Data Transfer, Ltd., which would extend the current term for an additional twelve (12) months, commencing on January 31, 2019 and ending on January 31, 2020, with the option to extend for two (2) additional twelve (12) month terms, in the amount not to exceed \$285,000 (with a built-in annual inflator equal to the rise in the Consumer Price Index or six (6%) percent, whichever is less, for years two and three), as requested by the Public Works Department. *(Recommend that the Resolution Waiving the Formal Bidding Process and authorizing the Amendment to the Agreement with KUBRA Data Transfer, Ltd., which would extend the current term for an additional twelve (12) months, commencing on January 31, 2019 and ending on January 31, 2020, with the option to extend for two (2) additional twelve (12) month terms, in the amount not to exceed \$285,000 (with a built-in annual inflator equal to the rise in the Consumer Price Index or six (6%) percent, whichever is less, for years two and three), be approved, the Mayor and City Clerk be authorized to execute the Resolution and the City Manager be authorized to execute the Agreement Amendment and necessary documents.)*

- G. Consideration of a Resolution adopting the Comprehensive Parks and Recreation Master Plan document, which was presented at the January 22, 2019 Committee of the Whole Meeting, as requested by the Parks, Recreation and Cultural Arts Department. *(Recommend the Resolution adopting the final document of the Comprehensive Parks and Recreation Master Plan be approved, and the Mayor and Interim City Clerk be authorized to execute the necessary documents.)*
- H. Consideration of a Change of Ownership Application from Dyno Enterprise, Inc. d/b/a Hot Spot Grocery & Liquor, located at 1102 N. Hershey Road, Bloomington, currently holding a Package Sales, All Types of Alcohol, and Sunday Sales (PAS) liquor license, as requested by the City Clerk Department. *(Recommend that the Change of Ownership Application for Dyno Enterprise, Inc. d/b/a Hot Spot Grocery & Liquor be approved.)*
- I. Consideration of a Change of Ownership Application from Lil Beaver Brewery, LLC d/b/a Lil Beaver Brewery, located at 16 Currency Drive, Unit 2, Bloomington, currently holding a Tavern, Beer and Wine Only, Package and Sunday Sales (TBPS) liquor license, as requested by the City Clerk Department. *(Recommend the Change of Ownership Application for Lil Beaver Brewery, LLC d/b/a Lil Beaver Brewery be approved.)*

8. Regular Agenda

- A. Consideration of a Resolution authorizing a Change Order, in the amount of \$25,000, to the Contract between the City of Bloomington and Houseal Lavigne & Associates (RFP 2017-06, PO #20170270 for \$125,000) for Professional Consulting Services to review and rewrite Bloomington's Zoning Ordinance, as requested by the Community Development Department - Planning Division. *(Recommend the Resolution authorizing a Change Order in the amount of \$25,000 to the Contract between the City of Bloomington and Houseal Lavigne & Associates (RFP 2017-06, PO #20170270 for \$125,000) for Professional Consulting Services to review and rewrite Bloomington's Zoning Ordinance be approved, and the Mayor and Interim City Clerk be authorized to execute the Resolution, and the City Manager and Interim City Clerk be authorized to execute a Change Order.) (Brief overview by Tim Gleason, City Manager; Presentation by Bob Mahrt, Community Development Director, 5 minutes; and City Council discussion, 5 minutes.)*
- B. Consideration of a Professional Services Contract with Hanson Professional Services, Inc., for an Intersection Design Study for the intersection of Washington Street with Euclid Avenue and Brown Street, in the amount of \$25,800, as requested by the Public Works Department.

(Recommend that the Professional Services Contract with Hanson Professional Services, Inc., for an Intersection Design Study for the intersection of Washington Street with Euclid Avenue and Brown Street, in the amount of \$25,800, be approved, and the City Manager and Interim City Clerk be authorized to execute necessary documents.) (Brief overview by Tim Gleason, City Manager; Presentation by Jim Karch, Public Works Director, 3 minutes; and City Council discussion, 3 minutes.)

9. City Manager's Discussion

A. Finance Director's Report

10. Mayor's Discussion

11. City Aldermen's Discussion

12. Executive Session - *Cite Section*

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

B. Collective Bargaining - Section 2(c)(2) of 5 ILCS 120 (30 minutes)

13. Adjournment

14. Notes

RECOGNITIONS



Council Date: January 28, 2019

COUNCIL AGENDA ITEM NO. 5

Recognition/Appointments

- A. Presentation of the City of Bloomington Police Department Police Officer's Commission Certificate to Officers who have completed probation:
 - i. Ashley Stacey

- B. Presentation of Bloomington Firefighters who have completed a one-year probation:
 - i. Derick Riordan

- C. Appointments approved by City Council at the January 14, 2019 meeting.

CONSENT AGENDA



CONSENT AGENDA ITEM NO: 7A

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: City Clerk

SUBJECT: Consideration of approving the Minutes of the January 14, 2019 Regular City Council Meeting, as requested by the City Clerk Department.

RECOMMENDATION/MOTION: The reading of minutes be dispensed and approved as printed.

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

STRATEGIC PLAN SIGNIFICANCE: Objective 1d. City services delivered in the most cost-effective, efficient manner.

BACKGROUND: The minutes of the meetings provided have been reviewed and certified as correct and complete by the City Clerk. In compliance with the Open Meetings Act, Council Proceedings must be approved within thirty (30) days after the meeting or at the Council's second subsequent regular meeting whichever is later. In accordance with the Open Meetings Act, Council Proceedings are made available for public inspection and posted to the City's web site within ten (10) days after Council approval.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: N/A

COMMUNITY DEVELOPMENT IMPACT: N/A

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

Respectfully submitted for Council consideration.

Prepared by: Leslie Yocum, Interim City Clerk

Recommended by:

A handwritten signature in black ink, appearing to read "Tim Gleason", written in a cursive style.

Tim Gleason,

City Manager

Attachments:

- CLK 1B - January 14, 2019 Regular City Council Meeting Minutes



CONSENT AGENDA ITEM: 7B

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: Finance

SUBJECT: Consideration of approving Bills, Payroll, Electronic Transfers, and Procurement Card Purchases in the amount of \$5,429,363.22, as requested by the Finance Department.

RECOMMENDATION/MOTION: The Bills, Payroll, Electronic Transfers, and Procurement Card Purchases be allowed in the amount of \$5,429,363.22, and orders drawn on the Treasurer for the various amounts as funds are available.

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

STRATEGIC PLAN SIGNIFICANCE: Objective 1d. City services delivered in the most cost-effective, efficient manner.

BACKGROUND: Bills, Payroll, Electronic Transfers, and Procurement Card Purchases on file in the City Clerk's Department, available at www.cityblm.org.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: Total disbursements to be approved \$5,429,363.22 (Payroll total \$2,542,811.06, Accounts Payable total \$2,571,609.55, Electronic Transfers total \$234,492.52, and Procurement Card Purchases total \$80,450.09).

COMMUNITY DEVELOPMENT IMPACT: N/A

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

Respectfully submitted for Council consideration.

Prepared By: Frances Watts, Accounts Payable

Reviewed By: Scott Rathbun, Finance Director

Recommended By:

A handwritten signature in black ink, appearing to be "L. J. [unclear]", written over a horizontal line.



CONSENT AGENDA ITEM NO. 7C

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: Parks, Recreation & Cultural Arts

SUBJECT: Consideration of approving a bid (BID #2019-24) and contract from Coker Family Inc., d/b/a Battery Specialists + Golf Cars to purchase a new fleet of golf carts for The Den at Fox Creek, in the amount of \$153,274.35, as requested by the Parks, Recreation & Cultural Arts Department.

RECOMMENDATION/MOTION: The bid (BID #2019-24) from Coker Family Inc., d/b/a Battery Specialists + Golf Cars, in the amount of \$153,274.35, for the purchase a fleet of 64 golf carts at The Den at Fox Creek and an Agreement for same be approved, and the City Manager and Interim City Clerk be authorized to execute the agreement with Coker Family Inc.

STRATEGIC PLAN LINK: Goal Five. Great place - Livable, Sustainable City

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

BACKGROUND: In order to provide the customers at The Den at Fox Creek with golf carts that match the image of the course we are striving to reach, we need to provide up to date, properly running golf carts. At the end the 2018 playing season, only 31 of the 64 golf carts were able to go a full round of golf. This created significant operational issues and reflected poorly on the experience we wish to provide our customers. The current fleet has been in use for six seasons and is experiencing frequent breakdowns, primarily due to battery failure, which require customers to call in from the course with reports that their cart has died. This reflects quite poorly on the course as we currently charge \$34.00 per round to rent the cart for two riders. Battery failure is the death knell for a fleet of electric carts. Industry standards show that electric carts will provide consistent performance through a period of four to five years before the batteries will begin to fail. Beyond batteries, other expensive controllers in the carts that control the operation of the batteries are also beginning to fail.

The low bidder, Coker Family Inc, d/b/a Battery Specialists + Golf Cars, based out of Taylorville, Illinois, has been a long trusted golf cart provider in Central Illinois since 1985. They were the Club Car National Dealer of the Year in 2012 and currently service golf carts in 80 Illinois counties. They have 4 facilities in Illinois, a staff of 35 employees, 4 service vehicles, 12 delivery vehicles and 20 trailers. Their Club Car

Precedent golf cart is the industry leading golf cart. With an outstanding five year warranty on the batteries, staff is confident that the customer's expectations will be met for many years down the road following this purchase.

On Thursday, December 27, 2018, at 10:00 am, bids were publicly opened and read for the new golf carts at The Den at Fox Creek. Bid were accepted for both electric and gas golf carts. Two bids met the specifications for electric carts with one bid meeting specifications for gas carts. The bids meeting specifications were as follows:

Electric

Club Car Precedent - \$153,274.35

Yamaha Drive2 - \$200,689.92

Gas

Yamaha Drive2 - \$196,081.92

Coker Family Inc, d/b/a Battery Specialists + Golf Cars submitted the lowest bid that met our specifications at a price of \$153,274.35. This was the lowest bid by \$42,807.57 for a cart that met our bid specifications. With the lowest bid submitted, coupled with Coker Family Inc, d/b/a Battery Specialists + Golf Cars extensive fleet service experience in Central Illinois, staff would propose that Coker Family Inc, d/b/a Battery Specialists + Golf Cars be awarded the bid.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: City Purchasing Agent

FINANCIAL IMPACT: Funds totaling \$232,000 were included in the FY 2019 Capital Lease-Capital Outlay Equipment Other than Office account (40110139-72140) for this purchase. Stakeholders can locate this in the FY 2019 Budget Book titled "Other Funds & Capital Improvement" on pages 82, 83 and 88.

COMMUNITY DEVELOPMENT IMPACT: HL-2 Ensure maximum usage of the City's parks and recreational facilities and associated resources

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

Respectfully submitted for Council consideration.

Prepared By: Jason Wingate, Superintendent of Golf

Reviewed By: Jay Tetzloff, Director—Parks, Recreation & Cultural Arts

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

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:

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

Tim Gleason
City Manager

Attachments:

- PRCA 1B - Contract
- PRCA 1C - Club Car Precedent Information



CONSENT AGENDA ITEM NO. 7D

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: Community Development - Office of Grants Administration

SUBJECT: Consideration of approving the 2019 John M. Scott Health Trust Grants Program Policies and Procedures, as requested by the Community Development Department - Office of Grants Administration.

RECOMMENDATION/MOTION: The 2019 John M. Scott Health Trust Grants Program Policies and Procedures be approved.

STRATEGIC PLAN LINK: Goal 5: Great Place - Livable, Sustainable City

STRATEGIC PLAN SIGNIFICANCE: Objective 5b: City decisions consistent with plans and policies.

BACKGROUND: On May 15, 2018, Thomas E. Herr, Dunn Law Firm, submitted a Petition to the Circuit Court of the Eleventh Judicial Circuit Court, County of McLean, requesting an amendment to the Declaration of Trust for the John M. Scott Health Care Trust. The Petition stated "The Trustee has determined that the charitable purposes and intent of John M. Scott can best be carried out by amending and restating the existing Trust. The principal changes involves converting to an operational model that provides grants only to qualified grant recipients and eliminates direct services". Additionally, Item 6 of the Petition stated "...Under the amended Trust, funds will be used to financially support organizations and initiatives that prevent illness and promote health and well-being of McLean County residents who have limited access to healthcare or the inability to pay for needed healthcare services."

On July 2, 2018, the Circuit Court of the Eleventh Judicial Circuit Court, signed the Order Approving Petition to Amend Declaration of Trust. Article 3.1 of the amended Declaration of Trust reads as follows: "The primary purpose of the Trust is to provide grants to financially support organizations and initiatives that prevent illness and promote health and well-being of McLean County residents who have limited access to healthcare or the inability to pay for needed healthcare services."

FY2019 has been designed as a year of transition for the Trust, allowing time for development of a new grants program. The John M. Scott Health Care Commission, along with the City's Staff Administrator have been working diligently since the Court approval to develop a comprehensive, well-organized grants program. The first step was to create policies and procedures for the program. These policies will guide the

implementation of the Grants Program beginning with FY2020 awards. The Commission voted to approve the recommended draft Grants Program Policies and Procedures at the December 19, 2018 meeting for final approval by Council, as Trustee.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: John M. Scott Health Trust Commissioners

FINANCIAL IMPACT: Award of the grants through the John M. Scott Health Care Trust will have no impact on the City General Fund. Awards are made from net proceeds of Trust investments.

COMMUNITY DEVELOPMENT IMPACT:

Consolidated Plan Goals Addressed:

CWB-2.1: Promote the welfare of older adults and persons with disabilities to foster maximum independence so they can continue to be an integral part of the community;

CWB-3: Develop a coordinated and efficient system of services that addresses comprehensive needs of children, families and communities;

CWB- 3.2: Support coordination and integration of behavioral health services for all residents.

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

Respectfully submitted for Council consideration.

Prepared By: Jennifer Toney, Grants Coordinator/John M. Scott Staff Administrator

Reviewed By: Bob Mahrt, Community Development Director

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

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason
City Manager

Attachments:

- CD1B - John M. Scott Health Care Trust Grants Program Policies and Procedures
- CD1C - Petition to Amend Declaration of Trust
- CD1D - Order Approving Petition to Amend Declaration of Trust
- CD1E - John M. Scott Health Care Amended Declaration of Trust
- CD1F - December 19, 2018 Draft John M. Scott Health Commission Meeting Minutes



CONSENT AGENDA ITEM NO. 7E

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: Public Works

SUBJECT: Consideration of a Resolution Waiving the Formal Bidding Process to approve a Contract with Infrastructure Solutions, Inc. to provide Decision Optimization Technology Roads Software and Associated Services, in the amount of \$33,700, with future annual maintenance license costs in the amount of \$12,500 (renewable annually for an additional two (2) years), as requested by the Public Works Department.

RECOMMENDATION/MOTION: The Resolution Waiving the Formal Bidding Process to approve the Contract with Infrastructure Solutions, Inc. be approved, the Mayor and Interim City Clerk be authorized to execute the Resolution, and the City Manager and Interim City Clerk be authorized to execute any necessary documents.

STRATEGIC PLAN LINK: Goal 1. Financially Sound City Providing Quality Basic Services; Goal 2. Upgraded City infrastructure

STRATEGIC PLAN SIGNIFICANCE: Objective 1a. Budget with adequate resources to support defined services and levels of services; Objective 1 d. City services delivered in the most cost-efficient manner; and Objective 2a. Better quality roads and sidewalks.

BACKGROUND: Public Works is recommending the approval of a Resolution waiving the formal bidding process so that the Department can contract with Infrastructure Solutions, Inc. (ISI) of Mississauga, Ontario for Decision Optimization Technology Roads (DOT Roads) software and associated services and execute a purchase of the software, in the amount of \$33,700, to develop an optimized, multi-year plan to address street maintenance needs for the City of Bloomington. The Contract, which is renewable for up to two additional years, has an Annual Software Maintenance License, in the amount of \$12,500, for years two (2) and three (3) should the City decide to renew the agreement. The agreement would have no other costs beyond the Annual Software Maintenance License after year one (1).

Pay Item	Year 1 Fees
Commercial Road Network Optimization Software License	\$19,000.00
Database Review, Organization, and Upload	\$3,000.00
Initial Client Training	\$2,500.00
GIS Mapping	\$4,200.00
Analysis Modeling and Default Scenario Setup	\$5,000.00
TOTAL	\$33,700.00

Pay Item	Year 2 and 3 Fees
Annual Software Maintenance License (Year 2)	\$12,500.00
Annual Software Maintenance License (Year 3)	\$12,500.00
TOTAL	\$25,000.00

Why DOT Roads?

Public Works currently utilizes in-house expertise to evaluate, rate, and prioritize City streets for inclusion in upcoming resurfacing and pavement preservation projects. Though this method is utilized by many municipalities, it lacks the benefits of incorporating current software technology in the process.

Commercially-available pavement management software systems provide various roadway network analysis and optimization features. These systems often provide municipalities with features and scenario analysis that would not be efficient for staff to perform without the assistance of the software.

Public Works staff has been reviewing industry available software and performed an evaluation to determine the best solution for our roadway system and associated capital planning efforts. Staff conducted due diligence through review of industry research, attending presentations at conferences, reviewing State of Illinois Department of Transportation information, discussing features and capabilities with vendors, reviewing letters of recommendation, and participating in multiple on-line software demonstrations. Staff evaluated providers based on software capabilities and features, including, but not limited to, the following:




- Data storage options and location
- Pavement rating method supported
- Community benefit factors
- Preservation treatment types
- Specific segment inclusion
- Capital planning and budgeting
- Prioritization and optimization
- Reporting, mapping, graphing output
- GIS interface
- Operational efficiency analysis
- Degradation curve availability
- Roadway condition rating flexibility
- Network priority factors
- Scenario building and evaluation
- Scenario comparison

In addition, Public Works discussed the effort with the Information Systems Department to ensure any concerns regarding system integration and security were incorporated into the evaluation process. Software solutions evaluated by Public Works staff includes the following vendors:

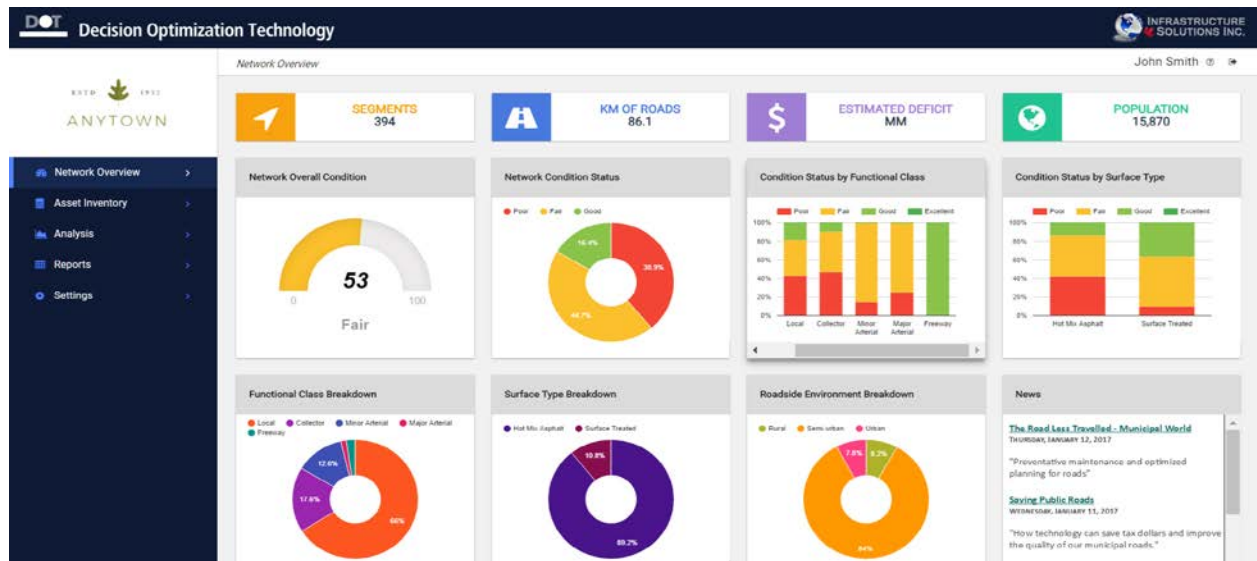
- Infrastructure Solutions, Inc.
- Cartegraph
- Cityworks
- Roadsoft
- Deighton
- StreetSaver
- AgileAssets
- PAVER
- MicroPAVER
- Utah LTAP-TAMS

Proposal

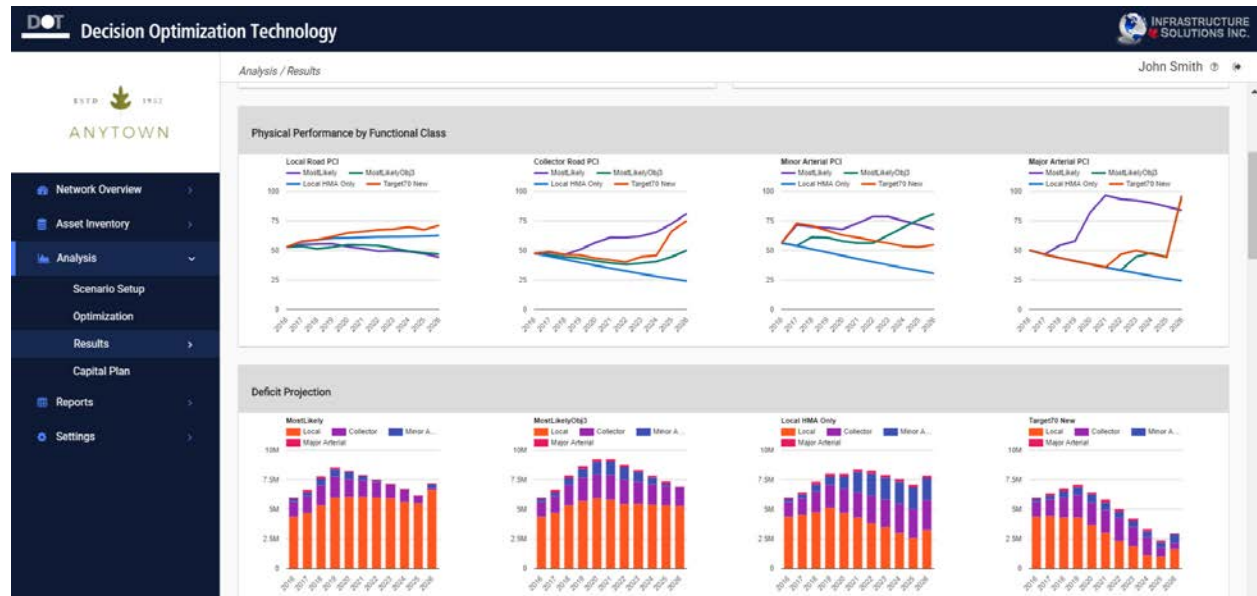
Public Works staff has identified DOT Roads from ISI as the software that will most appropriately meet the needs of the city. ISI provided Public Works a proposal for DOT Roads (see attached) that explains the benefits of the software and how it can be used for planning. Highlights of this proposal are included in this section.

Simple Ranking	Multi-Criteria Prioritization	Optimization
		
<p>Sections are ranked and investments are determined based on current asset condition (worst-first). Budget is used until it is fully exhausted. This results in the lowest level of investment efficiency.</p>	<p>Sections are prioritized using multiple criteria such as condition, safety, and etc. The analysis is performed on a year-by-year basis to identify the highest priority projects at each year.</p>	<p>Maximum return on investment is the objective subjected to multiple municipal constraints. It is a multi-year analysis considering all possible investment combinations that results in the highest return on investment.</p>
<ul style="list-style-type: none"> ✗ Multi-Criteria Analysis ✗ Maximize Long-Term Performance ✗ Setting Target Level of Performance ✗ Considering Multiple Constraint ✗ Investment Timing & Delay Analysis 	<ul style="list-style-type: none"> ✓ Multi-Criteria Analysis ✗ Maximize Long-Term Performance ✗ Setting Target Level of Performance ✗ Considering Multiple Constraint ✗ Investment Timing & Delay Analysis 	<ul style="list-style-type: none"> ✓ Multi-Criteria Analysis ✓ Maximize Long-Term Performance ✓ Setting Target Level of Performance ✓ Considering Multiple Constraint ✓ Investment Timing & Delay Analysis
<p><i>Lowest Return on Investment</i></p>		<p><i>Highest Return on Investment</i></p>

Road network capital planning requires that the most cost-effective and realistic decisions are made regarding the maintenance, rehabilitation and reconstruction of its infrastructure assets. Capital planning also involves strategic prioritization to obtain the best decision-making concerning the timing and utilization of investments, which includes a comprehensive and achievable financial strategy.



Building a credible and implementable road network prioritization and optimization program requires both civil engineering and financial planning. ISI is an “accountineering” company, half civil engineers, half long range financial planners, that is able to provide their experience, through DOT Roads software, required to assist the City’s delivery of quality roadway network capital planning.



ISI’s capital planning tool with optimization capability will maximize the overall performance of a network in terms of physical condition (or any other criteria) over a multi-year analysis horizon. It will provide the City with the best possible course of action in terms of timing and selection of different maintenance, rehabilitation, or reconstruction treatments considering all municipal goals and constraints. The DOT Roads optimization technology provides:

- A technology to achieve the highest level of asset performance;
- An optimizer engine utilizing next generation mathematical programming;
- An extremely powerful, robust, and fast data analysis;
- An architecture to attain maximum speed while performing multiple optimizations for scenario comparison;
- Upload through Excel or Shapefiles;
- Protected user identity and login process for different levels of authority;
- Continual data backup at Microsoft data center;
- Operational efficiency analysis / gap analysis;
- Comprehensive road network treatments for maximum life cycle gain;
- Unique community benefit settings including a wide variety of social, environmental, and economic policies;
- Ability to conduct multiple scenario setting and comparisons;
- Comprehensive target setting and budget recommendations;
- Robust capital planning reports;

- Easy-to-manage asset repository to safely store, maintain, add, and analyze data;
- Multi-year and multi-constraint analysis;
- Reporting, mapping, and graphical output for analysis and presentations.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: Funds in the amount of \$33,700 are included in the Engineering Administration-Engineering Services (10016210-70050) account. Stakeholders can locate this in the FY 2019 Adopted Budget Book titled “Budget Overview & General Fund” on pages 331 and 333. If approved, Public Works will budget \$12,500 for annual maintenance licensure costs in future year budgets.

COMMUNITY DEVELOPMENT IMPACT: The City’s Comprehensive Plan 2035 (Adopted August 24, 2015) includes goals and objectives related to this item:

UEW-1 Provide quality public infrastructure within the City to protect public health, safety and the environment

UEW-1.1 Maintain the existing City operated infrastructure in good condition by prioritizing maintenance over building new and implementing fees to cover costs

TAQ-1 A safe and efficient network of streets, bicycle pedestrian facilities and other infrastructure to serve users in any surface transportation mode

TAQ-1.2 Data-driven transportation infrastructure policy and management

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

Respectfully submitted for Council consideration.

Prepared By: Michael Hill, Miscellaneous Technical Assistant
Robert Yehl, PE, Asst. Director of Public Works

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

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

Water/Community Dev. Review By: Katie Simpson, City Planner

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason
City Manager

Attachments:

- PW 1B RESOLUTION
- PW 1C CONTRACT
- PW 1D PROPOSAL



CONSENT AGENDA ITEM NO. 7F

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: Public Works

SUBJECT: Consideration of a Resolution Waiving the Formal Bidding Process and authorizing an Amendment to an Agreement with KUBRA Data Transfer, Ltd., which would extend the current term for an additional twelve (12) months, commencing on January 31, 2019 and ending on January 31, 2020, with the option to extend for two (2) additional twelve (12) month terms, in the amount not to exceed \$285,000 (with a built-in annual inflator equal to the rise in the Consumer Price Index or six (6%) percent, whichever is less, for years two and three), as requested by the Public Works Department.

RECOMMENDATION/MOTION: That the Resolution Waiving the Formal Bidding Process and authorizing the Amendment to the Agreement with KUBRA Data Transfer, Ltd., which would extend the current term for an additional twelve (12) months, commencing on January 31, 2019 and ending on January 31, 2020, with the option to extend for two (2) additional twelve (12) month terms, in the amount not to exceed \$285,000 (with a built-in annual inflator equal to the rise in the Consumer Price Index or six (6%) percent, whichever is less, for years two and three), be approved, the Mayor and City Clerk be authorized to execute the Resolution and the City Manager be authorized to execute the Agreement Amendment and necessary documents.

STRATEGIC PLAN LINK: Goal 1. Financially Sound City Providing Quality Basic Services

STRATEGIC PLAN SIGNIFICANCE: Objective 1d. City services delivered in the most cost-effective, efficient manner

BACKGROUND: Public Works is recommending the approval of a resolution waiving the formal bidding process and approving an amendment to an agreement with KUBRA Data Transfer, Ltd., to extend the current term for an additional twelve (12) months, commencing on January 31, 2019 and ending on January 31, 2020, in the amount not to exceed \$285,000. The contract has the option to renew for two (2) additional twelve (12) month terms with a built-in annual inflator equal to the rise in the Consumer Price Index or six (6%) percent, whichever is less, for years two and three.

The City originally entered into a contract with KUBRA Data Transfer Ltd. (formerly known as DocuCorp International, Inc.), in 1998. The City has maintained the contractual relationship with KUBRA through execution of several multi-year contract extensions. The City is currently working on the conversion of the internal utility billing

software from Springbrook to Munis. The billing service provider will be reviewed and evaluated more closely after the conversion from Springbrook to Munis. Switching from KUBRA to another utility billing service provider at this time would require significant programming changes and great costs to the City, which in turn would not be cost-effective for the remaining time the City will be utilizing Springbrook.

KUBRA supplies the following external utility billing services:

- KUBRA annually processes and prints approximately 365,000 utility bills for the City at a cost of approximately \$285,000 per year.
- A supported file is exported from Springbrook (City's internal utility billing software) in which KUBRA translates into the City's physical utility bill using KUBRA's DAP file system (this file format is exclusive to KUBRA).
- KUBRA prints all utility bills, completes any stuffing (inserts, return envelopes), and mails the bills to the City's customers.
- KUBRA also maintains an electronic database of the billing statements. This contract also covers any fixes to corrupted data shall it occur, as well as troubleshooting and technical support for the billing process.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: In FY 2019 funds are budgeted in the following accounts: Water Administration Printing and Binding (50100110-70611) - \$155,000 and Water Administration-Postage (50100110-71017) \$159,650. Funds for FY 2020 are included in the proposed budget. Stakeholders can locate this in the FY 2019 Budget Book titled "Other Funds & Capital Improvement" on page 118.

COMMUNITY DEVELOPMENT IMPACT: N/A

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

Respectfully submitted for Council consideration.

Prepared By: Trisha Gibson, Management Analyst
Michael Hill, Miscellaneous Technical Assistant

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

Finance & Budgetary Review By: Chris Tomerlin, Budget Manager

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason

City Manager

Attachments:

- PW 3B RESOLUTION KUBRA Utility Billing Services Extension 01282019
- PW 3C PROPOSED AMENDMENT KUBRA Utility Billing Services Extension 01282019
- PW 3D ORIGINAL AGREEMENT KUBRA Utility Billing Services Extension 01282019
- PW 3E 2016 AMENDMENT KUBRA Utility Billing Services Extension 01282019



CONSENT AGENDA ITEM NO. 7G

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: Parks, Recreation and Cultural Arts Department

SUBJECT: Consideration of a Resolution adopting the Comprehensive Parks and Recreation Master Plan document, which was presented at the January 22, 2019 Committee of the Whole Meeting, as requested by the Parks, Recreation and Cultural Arts Department.

RECOMMENDATION/MOTION: The Resolution adopting the final document of the Comprehensive Parks and Recreation Master Plan be approved, and the Mayor and Interim City Clerk be authorized to execute the necessary documents.

STRATEGIC PLAN LINK: Goal 2. Upgrade City Infrastructure and Facilities; Goal 5 - Great Place - Livable, Sustainable City Goal 5

STRATEGIC PLAN SIGNIFICANCE: Objective 2d. Well-designed, well maintained City facilities emphasizing productivity and customer service; Objective 5a. Well-planned City with necessary services and infrastructure; and Objective 5d. Appropriate leisure and recreational opportunities responding to the need of residents.

BACKGROUND: Bloomington Parks, Recreation and Cultural Arts hired GreenPlay Inc. in 2017 to prepare an updated Citywide Comprehensive Parks and Recreation Master Plan. The Comprehensive Parks and Recreation Master Plan identifies the current state of the PR&CA department's facilities, inventory of existing parks, shows citizen input on future needs, identify program trends specific to Bloomington, Illinois and makes recommendations for future parks. The Comprehensive Parks and Recreation Master Plan will also guide the City's action in regard to land acquisition needs and meet the requirements of a 15 year master plan for typical Parks and Recreation park planning.

The Comprehensive Parks and Recreation Master Plan adoption, solidifies a Council and community supported plan that can be successfully implemented through the City's future Capital Improvement Plans and through programmatic strategies and operations.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: Groups/Interested persons who attended Master Planning forums: Bloomington/Normal Convention and Visitors Bureau, Bloomington/Normal Sports Commission, Downtown Bloomington Association, Normal Parks & Recreation, District 87, Unit 5, Central Catholic High School, Penguin Project, Area Arts Round Table, Friends of Constitution Trail, Bike Blo-No, Beautification Committee of Bloomington, Cardinals Football, Illinois Fire Juniors

Soccer, Prairie City Soccer League, Bloomington/Normal Baseball Association, Special Olympics, Bloomington/Normal Girls Softball Association, Bloomington/Normal Disc Golf Association. A public meeting was held at the Miller Park Pavilion and a Public Survey was sent by the Public Research Group contracted through GreenPlay to a random sampling of residents. This survey return response exceeded the minimum number needed to make it statistically valid. In addition, the former City Manager, former Parks Directors, and City Council members provided input to GreenPlay.

FINANCIAL IMPACT: No budgeted City funds are presently tied to the adoption of the final City of Bloomington - Comprehensive Parks and Recreation Master Plan.

COMMUNITY DEVELOPMENT IMPACT: HL-2 Ensure maximum usage of the City's parks and recreational facilities and associated resources. NE-2 Create a park and green space system that protects the environment and provides for a variety of active and passive recreational activities for current and future residents of Bloomington. CWB-2 Create lifelong community that meets the needs of residents of all ages and abilities. CF-1 Continue to provide quality public facilities and services.

FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION: No budgeted City funds are presently tied to the adoption of the final City of Bloomington - Comprehensive Parks and Recreation Master Plan.

Respectfully submitted for Council consideration.

Prepared By: Eric Veal, Assistant Director - Parks, Recreation and Cultural Arts

Reviewed By: Jay Tetzloff, Director - Parks, Recreation and Cultural Arts

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

Water/Community Dev. Review By: Katie Simpson, City Planner

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason
City Manager

Attachments:

- PRCA 2B RESOLUTION
- PRCA 2C COMPREHENSIVE PARKS & RECREATION MASTER PLAN



CONSENT AGENDA ITEM NO. 7H

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: City Clerk

SUBJECT: Consideration of a Change of Ownership Application from Dyno Enterprise, Inc. d/b/a Hot Spot Grocery & Liquor, located at 1102 N. Hershey Road, Bloomington, currently holding a Package Sales, All Types of Alcohol, and Sunday Sales (PAS) liquor license, as requested by the City Clerk Department.

RECOMMENDATION/MOTION: That the Change of Ownership Application for Dyno Enterprise, Inc. d/b/a Hot Spot Grocery & Liquor be approved.

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

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

BACKGROUND: The Bloomington Liquor Commission met on January 8, 2019, to consider the Change of Ownership application for Dyno Enterprise, Inc. d/b/a Hot Spot Grocery & Liquor, located at 1102 N. Hershey Road, Bloomington, currently holding a Package Sales, All Types of Alcohol, and Sunday Sales (PAS) liquor license. The meeting was a continuation from the public hearing held on December 11, 2018.

Present were: Commissioners Tari Renner, Lindsey Powell, and Jim Jordan; staff present included George Boyle, Asst. Corporation Counsel, Asst. Police Chief Greg Scott, and Ashley Lara, Legislative Assistant.

Richard Marvel, attorney for Dyno Enterprise, Inc., and Pinakin (Paul) Patel, owner of Dyno Enterprise, Inc., appeared to request approval of a change of ownership, which effectively gives Pinakin Patel and Madhukahtaben Patel 50% ownership each.

Mr. Patel was sworn in and provided testimony. He will be at the establishment 3 or 4 days per week. The manager will be there full time, he is the same manager that has been there for five years. The Hot Spot is expected to have 15 - 20% annual sales associated with beer, wine, and spirits.

Mr. Patel stated he has prior experience with liquor licenses in Decatur and Bolingbrook. These establishments have had no liquor violations. Mr. Boyle asked if Mr. Patel has ever been convicted of a felony. Mr. Patel stated he has not been convicted of a felony.

Mr. Marvel confirmed that the change in ownership would not result in any operational changes.

Mr. Marvel submitted pictures of the establishment, labeled Group Exhibit 1; BASSET Certificates for each manager/owner, labeled Group Exhibit 2; a Change in Corporate Officers form from the State of Illinois, labeled Exhibit 3; and copies of Mr. Patel's Bolingbrook and Decatur liquor licenses, labeled Group Exhibit 5. These exhibits are attached.

Commissioner Renner asked if there was further input on the petition. No other persons came forward to speak.

Commissioner Jordan made a motion to recommend to the Council approval of the change, which was seconded by Commissioner Powell.

Ayes: Commissioners Powell, Jordan, and Renner.

Nays: None

Motion carried.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: In accordance with City Code, on December 1, 2018, public notice was published in the Pantagraph and approximately 38 courtesy copies of the Public Notice were mailed to neighboring properties. The Agenda for the January 8, 2019 meeting of the Liquor Commission was placed on the City's website.

FINANCIAL IMPACT: This is a Change in Ownership. The current semi-annual license fee for a PAS liquor license is \$875, which will be recorded in the Non-Departmental-Liquor Licenses account (10010010-51010). Stakeholders can locate this in the FY 2019 Budget Book titled "Budget Overview & General Fund" on page 119.

COMMUNITY DEVELOPMENT IMPACT: N/A

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

Respectfully submitted for Council consideration.

Prepared By: Ashley Lara, Legislative Assistant

Reviewed By: Leslie Yocum, Interim City Clerk

Financial & Budgetary Review By: Chris Tomerlin, Budget Manager

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

Recommended by:

A handwritten signature in black ink, appearing to read 'T. Gleason', with a horizontal line underneath.

Tim Gleason
City Manager

Attachments:

- CLK 1B CREATION OF LICENSE FACTORS Hot Spot Change in Ownership PAS
- CLK 1C APPLICATION Hot Spot Change in Ownership PAS
- CLK 1D PHN Hot Spot Change in Ownership PAS
- CLK 1E LETTER Hot Spot Change in Ownership PAS
- CLK 1F EXHIBITS 1, 2, 3 & 5 Hot Spot Change in Ownership PAS



CONSENT AGENDA ITEM NO. 71

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: City Clerk

SUBJECT: Consideration of a Change of Ownership Application from Lil Beaver Brewery, LLC d/b/a Lil Beaver Brewery, located at 16 Currency Drive, Unit 2, Bloomington, currently holding a Tavern, Beer and Wine Only, Package and Sunday Sales (TBPS) liquor license, as requested by the City Clerk Department.

RECOMMENDATION/MOTION: The Change of Ownership Application for Lil Beaver Brewery, LLC d/b/a Lil Beaver Brewery be approved.

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

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

BACKGROUND: The Bloomington Liquor Commission met on January 8, 2019, to consider the Change in Ownership application of Lil Beaver Brewery, LLC d/b/a Lil Beaver Brewery located at 16 Currency Drive, Unit 2, Bloomington, currently holding a Tavern, Beer and Wine Only, Package and Sunday Sales (TBPS) liquor license.

On January 8, 2019, Commissioners Tari Renner, Lindsey Powell, and Jim Jordan were present, as well as George Boyle, Asst. Corporation Counsel, Asst. Police Chief Greg Scott, and Ashley Lara, Legislative Assistant.

Chad Bevers, owner of Lil Beaver Brewery, was sworn in by the Clerk to provide testimony.

Mr. Bevers requested a change of ownership that occurred in December 2018, which effectively gave Mr. Bevers 100% ownership. Mr. Bevers confirmed that the change in ownership did not result in any operational changes.

Commissioner Powell made the motion for approval, which was seconded by Commissioner Jordan.

Ayes: Commissioners Powell, Jordan, and Renner.

Nays: None

Motion Carried.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: In accordance with City Code, on December 28, 2018, public notice was published in the Pantagraph and approximately 500 courtesy copies of the Public Notice were mailed to neighboring properties. The Agenda for the January 8, 2019 meeting of the Liquor Commission was placed on the City's website.

FINANCIAL IMPACT: This is a Change in Ownership. The current semi-annual license fee for a TBPS liquor license is \$787.50, which will be recorded in the Non-Departmental-Liquor Licenses account (10010010-51010). Stakeholders can locate this in the FY 2019 Budget Book titled "Budget Overview & General Fund" on page 119.

COMMUNITY DEVELOPMENT IMPACT: N/A

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

Respectfully submitted for Council consideration.

Prepared By: Ashley Lara, Legislative Assistant

Reviewed By: Leslie Yocum, Interim City Clerk

Financial & Budgetary Review By: Chris Tomerlin, Budget Manager

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

Recommended by:



Tim Gleason
City Manager

Attachments:

- CLK 2B CREATION OF LICENSE F Lil Beaver Brewery Change in Ownership TBPS
- CLK 2C APPLICATION Lil Beaver Brewery Change in Ownership TBPS
- CLK 2D PHN Lil Beaver Brewery Change in Ownership TBPS

REGULAR AGENDA



REGULAR AGENDA ITEM NO. 8A

FOR COUNCIL: January 28, 2018

SPONSORING DEPARTMENT: Community Development – Planning Division

SUBJECT: Consideration of a Resolution authorizing a Change Order, in the amount of \$25,000, to the Contract between the City of Bloomington and Houseal Lavigne & Associates (RFP 2017-06, PO #20170270 for \$125,000) for Professional Consulting Services to review and rewrite Bloomington’s Zoning Ordinance, as requested by the Community Development Department - Planning Division.

RECOMMENDATION/MOTION: The Resolution authorizing a Change Order in the amount of \$25,000 to the Contract between the City of Bloomington and Houseal Lavigne & Associates (RFP 2017-06, PO #20170270 for \$125,000) for Professional Consulting Services to review and rewrite Bloomington’s Zoning Ordinance be approved, and the Mayor and Interim City Clerk be authorized to execute the Resolution, and the City Manager and Interim City Clerk be authorized to execute a Change Order.

STRATEGIC PLAN LINK: Goal 1 Financially Sound City Providing Quality Basic Services; Goal 2 Upgrade the City Infrastructure and Facilities; Goal 3 Grow the Local Economy; Goal 4 Strong Neighborhoods; Goal 5 Prosperous Downtown Bloomington; Goal 6 Great Place— Livable Sustainable City.

STRATEGIC PLAN SIGNIFICANCE: Objective 1d City services delivered in the most cost effective, efficient manner; Objective 2a Better quality roads and sidewalks; Objectives 3a-e (all) relating to Goal 3; Objectives 4a-f (all) relating to Goal 4; Objectives 5a-e (all) relating to Goal 5; Objectives 6a-e (all) relating to Goal 6.

BACKGROUND: On August 22, 2016 the City of Bloomington entered into a contract with Houseal Lavigne & Associates for professional consulting services (RPF 2017-06) to review and rewrite Bloomington’s Zoning Ordinance, Chapter 44 of the City Code. The original contract was in the amount of \$125,000.00. The project, which began in October 2016, stalled for a short period of time due to turnover within the Community Development Department. More recently, as a part of the final adoption process, additional meetings, continued public hearings and further revisions to the text amendment documents, have caused the project to exceed the original scope of work. A change order is necessary to cover the extra expenses incurred by the City.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: On October 1, 2018, the City Council initiated the public hearing process for a draft zoning ordinance. Two public open houses were held by staff and the consultants. A public hearing was held

with the Planning Commission and continued until December 12, 2018. The December 12, 2018 public hearing was continued until February 13, 2019. It is possible the public hearing could be continued again. After the public hearing is closed, City Council will take action on the text amendment and map amendments resulting from changes in the text. Prior to starting the public hearing process, the Planning Commission met 10 times to discuss the proposed draft.

FINANCIAL IMPACT: The City budgeted for consulting services in the Planning-Other Purchased Services account (10015420-70690); the additional expenses will not exceed \$25,000.00, and there are adequate funds in the account to cover the additional expense. Stakeholders can locate this in FY 2019 Budget Book titled "Budget Overview and General Fund" on page 280.

COMMUNITY DEVELOPMENT IMPACT: The Comprehensive Plan identifies revamping current codes and ordinances as a critical task for implementing the plan (pg. 21). The Zoning Ordinance revision accomplishes the following objectives of the plan:

- N-1.1a Update the ordinances and regulations as needed to accomplish the goals of the comprehensive plan.
- H-1.1a Review and improve the current ordinances, codes, regulations, and permitting processes and fees, as needed and desirable, to provide more efficient mechanisms for new developments and redevelopment opportunities.
- D-5.1b Evaluate parking ordinance standards and requirements.
- HL-5.1e Identify and remove regulatory barriers and develop mechanisms to provide permanent community garden plots. Ex: Amend the zoning ordinance to define community gardens and allow them in residential areas as a permitted use.
- NE-2.1d Expand the City's landscaping ordinance to include an acceptable plant list and an invasive plant list.
- N-1.2d Identify and eliminate the barriers for infill development.
- N-1.3c Foster preservation and adaptive reuse of significant historic buildings and structures. While residents can file variances, the sections of the zoning code that address setbacks should be revisited and amended to reflect the "non-conforming" condition. Such revision adds predictability and make this area more appealing for private investment.

FUTURE OPERATIONAL COST ASSOCIATED WITH NEW FACILITY CONSTRUCTION: NA

Respectfully submitted for Council consideration.

Prepared By: Katie Simpson, City Planner

Reviewed By: Bob Mahrt, Community Development Director

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

Legal Review By:

Jeffrey R. Jurgens, Corporation Counsel

Recommended by:

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

Tim Gleason
City Manager

Attachments:

- CD 2B - RESOLUTION FOR CHANGE ORDER
- CD 2C - CHANGE ORDER REQUEST



REGULAR AGENDA ITEM NO. 8B

FOR COUNCIL: January 28, 2019

SPONSORING DEPARTMENT: Public Works

SUBJECT: Consideration of a Professional Services Contract with Hanson Professional Services, Inc., for an Intersection Design Study for the intersection of Washington Street with Euclid Avenue and Brown Street, in the amount of \$25,800, as requested by the Public Works Department.

RECOMMENDATION/MOTION: That the Professional Services Contract with Hanson Professional Services, Inc., for an Intersection Design Study for the intersection of Washington Street with Euclid Avenue and Brown Street, in the amount of \$25,800, be approved, and the City Manager and Interim City Clerk be authorized to execute necessary documents.

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

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

BACKGROUND: Public Works is recommending the approval of a Professional Services Contract with Hanson Professional Services in order to complete an Intersection Design Study (IDS) for the intersection of Washington Street with Euclid Avenue and Brown Street, in the amount of \$25,800. A Feasibility Study, completed in April of 2017 and included as an attachment to this memo, concluded that the best configuration of this intersection is to realign the south leg (Euclid) to line up to the north leg (Brown). An IDS is required by the Illinois Department of Transportation (IDOT) for significant intersection improvements.

This intersection has an awkward configuration that leads to traffic delays and crashes. During peak hours, the eastbound and westbound left-turn movements periodically back up traffic on Washington Street in both directions and create a gridlock situation at the intersection. In addition, the left-turn queues on Washington inhibit the sight lines for Euclid and Brown traffic. In 2016, Lochmueller Group completed a Feasibility Study to recommend a solution to this intersection. They looked at: (1) adding a signal without changing the configuration, (2) realigning Euclid to the south, (3) realigning Brown to the north, and (4) adding a roundabout. Their study concluded that the best option was to realign the south leg and have a four-way stop as shown below on Figure 1. This IDS will be completed so that the intersection is designed in a manner that will not require pavement modification if a traffic signal is warranted in the future.



Figure 1: Conceptual plan from April 24, 2017 study by Lochmueller Group

Right-of-way acquisition is currently planned for FY 2022 with construction scheduled for FY 2023. See Table 1 for more details on the estimated future funding for this project. These estimates will be updated within the scope of the Agreement in question.

Table 1: Washington at Euclid/Brown – Estimated Future Project Funding			
Year	Description	Total Cost	Funding Source
2021	Phase II Design	\$200,000	Motor Fuel Tax
2022	Right-of-Way	\$100,000	Capital
2023	Construction	\$1,400,000	Motor Fuel Tax, Water, Storm Water
Total		\$1,700,000	

Through Resolution 2016-10, the City Council approved a list of pre-qualified vendors for engineering, architectural, and land surveying services. Resolution 2016-10 established seven categories of such services and identified qualified vendors to provide such services in each category. City staff reviewed the four firms under the Traffic category and initially determined Lochmueller Group to be the most qualified to do the work. This would have provided consistency from the Feasibility Study. However, City Staff was unable to come to an agreement with Lochmueller Group regarding the scope of the survey to be completed. Therefore, Hanson Professional Services was identified and selected for this project based on their experience using aerial photography from an unmanned aerial vehicle (UAV), also known as a “drone”, to establish existing conditions and develop a three-dimensional model of the intersection from the aerial photography.

City staff has recently deployed a UAV to collect aerial photography for this intersection which can be used to generate a three-dimensional model in the place of a traditional survey. This is the first project for which this approach is being used. Use of the UAV is estimated to save the City \$20,000 on this project alone. This project will also serve as an educational opportunity for staff to improve the process of using the UAV instead of a traditional survey as an innovative way to lower the cost of designing future projects.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: A public meeting on November 15, 2016 provided an opportunity for residents to ask questions and offer input regarding the proposed project. Those who offered comments at this time were generally in favor of the proposed option which is now proposed for the Intersection Design Study.

FINANCIAL IMPACT: The funds for this particular engineering services agreement are not included in the FY 2019 budget. However, staff recommends utilizing unspent budgeted funds from Capital Improvement - Architectural & Engineering (40100100-70051). These funds are available due to other projects not being completed this fiscal year. The services within this agreement will cost \$25,800. Stakeholders can locate this in the FY 2019 Budget Book titled “Other Funds & Capital Improvement” on page 78.

COMMUNITY DEVELOPMENT IMPACT: The City’s Comprehensive Plan 2035 (Adopted August 24, 2015) includes goals and objectives related to this item:

TAQ-1 A safe and efficient network of streets, bicycle pedestrian facilities and other infrastructure to serve users in any surface transportation mode

TAQ-1.1 Maintenance and development of a continuous network of arterial, collector and local streets that provides for safe and efficient movement of people, goods and services between existing and proposed residential areas and major activity centers, maximizes walkability, and provides multimodal linkages to the state and interstate highway system

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

Respectfully submitted for Council consideration.

Prepared By: Luke Thoele, P.E., Assistant City Engineer
Michael Hill, Miscellaneous Technical Assistant

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

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

Water/Community Dev. Review By: Katie Simpson, City Planner

Legal Review By: Jeffrey R. Jurgens, Corporation Counsel

Recommended by:



Tim Gleason
City Manager

Attachments:

- PW 2B CONTRACT Washington at Euclid IDS 01282019
- PW 2C STUDY Washington at Euclid IDS 01282019