



ADDENDUM I

BLOOMINGTON CITY COUNCIL AGENDA

JUNE 9, 2014

ADDITION TO CONSENT AGENDA

- Item 7B. Bills and Payroll. (Recommend that the bills and payroll be allowed and orders drawn on the Treasurer for the various amounts as funds are available.) *City Council Memorandum and attachment.*
- Item 7F. Request to Approve a Budget Amendment to Account 40100100 – 70050 in the Capital Improvement Fund and Prepare Repair Documents and Construction Observation Services for the Pepsi Ice Center Parking Structure. (Recommend that the Ordinance Amending the Budget Ordinance to add funds to Account 40100100 – 70050 in the Capital Improvement Fund be passed, the proposal from Walker Restoration Consultants for Repair Documents and Construction Observation Services for the Pepsi Ice Center Parking Structure be approved, in the amount of \$136,000, the City Manager and City Clerk be authorized to execute the necessary documents, and the Resolution be adopted.) *City Council Memorandum and attachments.*
- Item 7U. Text Amendment to Chapter 29, Section 194B of the City Code Pertaining to the Seizure and Impoundment of Vehicles Used in Violation of Certain Criminal Offenses. (Recommend that the Ordinance be passed.) *City Council Memorandum and attachment.*
- Item 8D. MUNIS Update Presentation (10 minutes) *Attachments.*



FOR COUNCIL: June 9, 2014

SUBJECT: Bills and Payroll

RECOMMENDATION/MOTION: That the bills and payroll be allowed 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 1.d. City services delivered in the most cost-effective, efficient manner.

FINANCIAL IMPACT: Total disbursements to be approved \$6,620,653.22, (Payroll total \$2,040,851.15, and Accounts Payable total \$4,579,802.07).

Respectfully submitted for Council consideration.

Prepared by: Patti-Lynn Silva, Director of Finance

Recommended by:

David A. Hales
City Manager

(ON FILE IN CLERK'S OFFICE)

Attachment: Attachment 1. Bills and Payroll on file in the Clerk's office. Also available at www.cityblm.org.
Attachment 2. Summary Sheet Bills and Payroll Report

Motion: That the bills and payroll be allowed and orders drawn on the Treasurer for the various amounts as funds are available.

Motion: _____ Seconded by: _____

	Aye	Nay	Other		Aye	Nay	Other
Alderman Black				Alderman Painter			
Alderman Fazzini				Alderman Sage			
Alderman Fruin				Alderman Schmidt			
Alderman Lower				Alderman Stearns			
Alderman Mwilambwe							
				Mayor Renner			



FOR COUNCIL: June 9, 2014

SUBJECT: Request to Approve a Budget Amendment to Account 40100100 – 70050 in the Capital Improvement Fund and Prepare Repair Documents and Construction Observation Services for the Pepsi Ice Center Parking Structure

RECOMMENDATION/MOTION: That the Ordinance Amending the Budget Ordinance to add funds to Account 40100100 – 70050 in the Capital Improvement Fund be passed, the proposal from Walker Restoration Consultants for Repair Documents and Construction Observation Services for the Pepsi Ice Center Parking Structure be approved, in the amount of \$136,000, the City Manager and City Clerk be authorized to execute the necessary documents, and the Resolution be adopted.

STRATEGIC PLAN LINK: Goal 2. Upgrade City infrastructure and facilities.

STRATEGIC PLAN SIGNIFICANCE: Objective d. Well-designed, well-maintained City facilities emphasizing productivity and customer service. Procurement of engineering services will address the structural deficiency issues identified in the Pepsi Ice Center Parking Structure and provide the necessary professional skills, expertise, and oversight to ensure successful completion of the project.

BACKGROUND: Walker Restorations (Walker) conducted a condition appraisal of the Pepsi Ice Center Parking Structure and identified approximately \$1.2 to \$1.6 million in known repairs that are associated with deficiencies in the initial design and construction. These known repairs generally consist of external post-tensioning strengthening of the double tee, Fiberglass Reinforced Polymer (FRP) repairs to the load-bearing spandrel panel and FRP repairs to the exterior columns on the north and south elevations.

This proposal is to perform the necessary predesign evaluation, design the appropriate known repairs, prepare necessary construction documents to allow bidding by qualified contractors, as well as providing site observation during the construction process.

Staff recommends waiving the bidding process and approving a professional engineering services contract with Walker due to their familiarity with the structural defects and deficiencies in the parking structure. This existing knowledge positions Walker to be the best suited to prepare the construction documents as well as oversee the construction administration. Walker is considered to be one of the premier engineering firms both in the state and the Midwest. Walker has experts in the field that is critical given the serious and complex nature of the deficiencies that have been identified. Walker is also actively involved in the mediation and arbitration process and will be able to capitalize on any new findings or developments that arise during this process and immediately give consideration as to whether or not the repair work may need to be modified.

It is imperative to this project that there is a robust construction administration component to ensure the repairs restore structural integrity to the parking structure.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: Holland & Knight LLP.

FINANCIAL IMPACT: Since the total costs of this project are sizeable, unknown, and subject to a potential reimbursement; it is recommended by Finance that General Fund balance be utilized in the short term for all related costs until the design and repair of the garage is complete. Once full project costs are known the City can execute a short term debt instrument to reimburse General Fund balance and finance the project until reimbursement can be achieved. The City's General Fund balance is limited and will be further impacted by upcoming year end budget transfers related to FY 2014 and therefore, this financing approach has been recommended.

Respectfully submitted for Council consideration.

Prepared by: Alexander S. McElroy, Asst. to the City Manager

Financial & budgetary review by: Patti-Lynn Silva, Director of Finance

Legal review by: Jeffrey R. Jurgens, Interim Corporation Counsel

Recommended by:



David A. Hales
City Manager

Attachments: Attachment 1. Ordinance
Attachment 2. Walker Professional Services Contract

Motion: That the Ordinance Amending the Budget Ordinance to add funds to Account 40100100 – 70050 in the Capital Improvement Fund be passed, the proposal from Walker Restoration Consultants for Repair Documents and Construction Observation Services for the Pepsi Ice Center Parking Structure be approved, in the amount of \$136,000, the City Manager and City Clerk be authorized to execute the necessary documents, and the Resolution be adopted.

Motion: _____ Seconded by: _____

	Aye	Nay	Other		Aye	Nay	Other
Alderman Black				Alderman Painter			
Alderman Fazzini				Alderman Sage			
Alderman Fruin				Alderman Schmidt			
Alderman Lower				Alderman Stearns			
Alderman Mwilambwe							
				Mayor Renner			

ORDINANCE NO. 2014 –

**AN ORDINANCE AMENDING THE BUDGET ORDINANCE
FOR THE FISCAL YEAR ENDING APRIL 30, 2015**

WHEREAS, on April 21, 2014 by Ordinance Number 2014 - 35, the City of Bloomington passed a Budget and Appropriation Ordinance for the Fiscal Year Ending April 30, 2015, which Ordinance was approved by Mayor Tari Renner on April 28, 2014; and

WHEREASE, a budget amendment is needed as detailed below;

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BLOOMINGTON, ILLINOIS:

Section One: Ordinance Number 2014 - 35 (the Budget and Appropriation Ordinance for the Fiscal Year Ending April 30, 2014) is further hereby amended by inserting the following line items and amounts presented in Exhibit #1 in the appropriate place in said Ordinances.

Section Two: Except as provided for herein, Ordinance Number 2014 - 35 shall remain in full force and effect, provided, that any budgeted or appropriated amounts which are changed by reason of the amendments made in Section One of this Ordinance shall be amended in Ordinance Number 2014 - 35.

Section Three: This Ordinance shall be in full force and effect upon its passage and approval.

PASSED the 9th day of June, 2014.

APPROVED the ___ day of June, 2014.

APPROVED:

Tari Renner
Mayor

ATTEST:

Tracey Covert
City Clerk

Exhibit 1

Account #	Fund	Account Description	Amount
40100100 - 70050	Capital Improvement Fund	Increase line item to fund engineering services for the repair of the Pepsi Ice Center Parking Garage	\$200,000
<hr/>			
Net Budget Increase:			\$200,000

**Agreement will be provided to
Council on Monday, June 9, 2014**



WALKER
RESTORATION CONSULTANTS

850 West Jackson Blvd Suite 310
Chicago, IL 60607

Voice: 312.633.4260
Fax: 312.633.4262
www.walkerrestoration.com

May 22, 2014
Revised June 6, 2014

Mr. David Hales
City Manager
City of Bloomington

c/o

Mr. Greg Meeder
Holland and Knight, LLP
131 South Dearborn, 30th Floor
Chicago, IL 60603

Re: *Proposal for Repair Documents and Construction Observation Services
Pepsi Ice Center Parking Structure
Bloomington, Illinois*

Dear Mr. Hales:

Walker Restoration Consultants is pleased to submit for your review this proposal for providing construction documents and construction observation services for repairs to the Pepsi Ice Center Parking Structure.

PROJECT UNDERSTANDING

The Pepsi Ice Center Parking Structure is located at the corner of Lee and Olive Streets, Bloomington, Illinois. Walker Restoration Consultants conducted a condition appraisal of this parking structure and identified approximately \$1.2 to \$1.6 Million in known repairs that are associated with deficiencies in the initial design and construction. These known repairs generally consist of external post-tensioning strengthening of the double tee, FRP repairs to the load-bearing spandrel panels and FRP repairs to the exterior columns on the north and south elevations.

To this point, the focus has been on evaluating the elements that are exhibiting distress for likely causes. Some additional evaluation will be required to confirm details necessary for the design of appropriate repairs. Also, as the evaluation that has been done to this point reveals a systemic design/construction error, evaluation of the lateral load system is also prudent. While the gravity load system has likely experienced a significant portion of its design load, the lateral load system is designed to resist earthquake and high wind loading, relatively rare events. Thus they may still have latent defects that have not revealed themselves. If our evaluation reveals repairs are necessary to the lateral load system, then the design of those repairs will be part of a separate proposal.

This proposal is to perform the necessary predesign evaluation, design the appropriate known repairs and prepare necessary construction documents to allow bidding by qualified contractors, as well as providing site observation during construction as per the included scope of services.

SCOPE OF SERVICES

This proposal includes four phases – predesign evaluation, the development of the construction documents for the known repairs, assistance during bidding and construction administration services. These phases are described below along with a list of the tasks that Walker will perform during these phases.

PHASE 1 – PREDESIGN SERVICES

1. Retain a testing company to evaluate the location of the reinforcing steel (including both mild steel and prestressing tendons) using Ground Penetrating Radar. The elements anticipated to be reviewed include:
 - a. Shear Wall: One shear wall over its full height as accessible.
 - b. Lite Wall: One lite wall section over its full height.
 - c. Interior column: One column as accessible
 - d. Uncracked double tee: Two uncracked double tees – one in the middle bay of the lower level, and one in the roof level.
2. Retain a contractor to expose critical details. These include
 - a. The post-tensioning tendons in the one of the cracked double tees and two of the uncracked double tees to directly confirm tendon size.
 - b. The connection between the shear walls and the foundations.
3. Review the calculations prepared by the original designer of record for the lateral loading system of the parking structure. Perform limited calculations if necessary to supplement the original calculations and compare to current code requirements.
4. Review the calculations prepared by the original designer of record and the shop drawings for the uncracked double tees. Perform limited calculations if necessary to supplement the original calculation and compare to current code requirements.
5. Review the calculations prepared by the original designer of record and the shop drawings for the interior columns. Perform limited calculations if necessary to supplement the original calculation and compare to current code requirements.



PHASE 2 – CONSTRUCTION DOCUMENTS FOR KNOWN REPAIRS

1. Develop appropriate calculations and repair details for the repairs outlined above.
2. Prepare repair documents, including drawings and specifications for the repairs.
 - a. The front end documents will require the Contractor to submit a detailed construction schedule and phasing plans.
3. Prepare Instructions to Bidders and a set of General Conditions that include site-specific instructions and special requirements with respect to minimizing dust and disruption.
4. Either prepare front end documents based upon standard AIA documents or prepare and submit the necessary information for the City of Bloomington to complete their front end documentation.
5. Submit the Construction Documents for your review and comment.
6. Meet with representatives of the City of Bloomington to receive your comments and discuss any questions you may have.
7. Incorporate your comments into the Construction Documents.

PHASE 3 – BIDDING SERVICES

1. Provide a list of four recommended general contractors who are capable of and experienced in performing this type of work. Provide a set of construction documents in pdf format to each of the four contractors for use in bidding.
2. Conduct a pre-bid conference on site for bidding general contractors to answer questions and review the limitations and extent of work required by the construction documents.
3. Answer technical questions during the bidding process and issue addendum, if needed.
4. Assist in the evaluation of bids, including the submitted contractor qualifications, and negotiations with contractors bidding on the repair work and make a recommendation for awarding the contract.



PHASE 4 – SERVICES DURING CONSTRUCTION (18 Site Visits/Meetings Total)

1. Assist the Contractor in obtaining necessary permits by sealing necessary plans by a licensed structural engineer in the State of Illinois, answering questions posed by the City and making minor changes to the drawings as necessary.
2. Conduct a pre-construction conference at the construction site to review the requirements of the project.
3. Review shop drawings and material submittals to be received from the general contractor as required by our Construction Documents.
4. Conduct up to sixteen site observations visits during the repairs at approximately bi-weekly intervals to review construction for general conformance with the design intent of the specifications and drawings. Provide field reports at the end of each site visit documenting the work observed and clarifications to the construction drawings.
5. Work with the Owner to procure the services of a Testing Agency to provide materials testing, typically paid for by the Owner. Walker will assist in defining requirements for the Testing Agency.
6. Review and comment on all testing reports supplied to us by the Testing Agency.
7. Coordinate and attend regularly scheduled progress meetings at approximately monthly intervals during construction to review project progress. It is anticipated that the progress meetings will be conducted in conjunction with site observation visits to minimize the total number of site visits.
8. Review and approve monthly pay requests. Review change order requests.
9. Make a final punch list visit towards the project completion.
10. Assist in resolution of field problems, when necessary.

SCHEDULE

The predesign services will require approximately two to three weeks to complete. Preparation of the appropriate construction documents for bidding will require approximately 6 to 8 weeks once we receive the notice to proceed. The construction project should be anticipated to require approximately six to eight months, weather permitting.



PROFESSIONAL FEE

We propose to provide the above services for the fees shown in the attached table in accordance with the attached Walker General Conditions of Agreement. We proposed to provide the Phase 1 and 2 services on a lump sum basis for the fees shown in the table. We propose to provide the Phase 3 services on an hourly basis, according to the attached hourly rates. The fees shown in the table for this phase are budget estimates. Reimbursable expenses shall mean the reasonable cost of the following: transportation and subsistence of principals and employees when travelling in conjunction with the work; toll telephone calls and facsimiles; postage and courier fees; reproduction of reports, drawings, specifications and similar project related items.

Phase	Professional Fees	Expenses
Phase 1 – Predesign Survey	\$ 22,000.00	\$ 1,000.00
GPR		\$ 3,000.00
Contractor		\$ 3,000.00
Phase 2 – Construction Documents (Lump Sum)	\$ 48,000.00	\$ 1,000.00
Phase 3 – Bidding Services (Lump Sum)	\$ 11,000.00	\$ 1,250.00
Phase 4 – Construction Administration (Hourly Budget Estimate)	\$ 55,000.00	\$ 10,000.00
TOTAL FEE PROPOSED	\$ 136,000.00	\$ 19,250.00

Trusting the foregoing meets with your approval, please sign and return one copy of this proposal to signify your acceptance and notice to proceed.

We appreciate this opportunity to present our services to the City of Bloomington and Holland and Knight, and hope we may hear favorably from you.

Regards,

WALKER RESTORATION CONSULTANTS

Kyle Stanish, Ph.D., S.E., P.E.
 Project Manager

Daniel E. Moser, S.E., P.E.
 Principal and Restoration Dept. Head

Enclosure: *General Conditions of Agreement for Restoration Consulting Services
 2014 Standard Billing Rates*



AUTHORIZATION

Trusting that this meets with your approval, we ask that you sign in the space below to acknowledge your acceptance of the terms contained herein, and to confirm your authorization for us to proceed. Please return one signed original of this agreement for our records.

Holland and Knight as Agent for City of Bloomington

PEPSI ICE CENTER PARKING STRUCTURE CONSTRUCTION DOCUMENTS

Accepted by: _____

Printed Name: _____

Title: _____

Date: _____

SERVICES

Walker Restoration Consultants, as a Division of Walker Parking Consultants/Engineers, Inc. (WALKER) will provide the CLIENT professional services that are limited to the work described in the attached letter. Any additional services requested will be provided at our standard hourly rates or for a mutually agreeable lump sum fee. Professional services are provided solely in accordance with written information and documents supplied by the CLIENT, and our services are limited to and furnished solely for the specific use disclosed to us in writing by the CLIENT.

PAYMENT FOR SERVICES

WALKER will submit monthly invoices based on work completed, plus reimbursable expenses. Reimbursable expenses will be billed at reasonable cost of travel and living expenses, purchase or rental of specialized equipment, photographs and renderings, document reproduction, postage and delivery costs, long distance telephone and facsimile charges, additional service consultants, and other project related expenses. Payment is due upon receipt of invoice.

If for any reason the CLIENT does not deliver payment to WALKER within thirty (30) days of date of invoice, the CLIENT agrees to pay WALKER a monthly late charge of one and one half percent (1½%) per month of any unpaid balance of the invoice.

OWNERSHIP OF DOCUMENTS

All documents prepared or provided by WALKER are and remain the property of WALKER as instruments of service, however this shall not limit the CLIENT’S right to use the documents for municipal purposes, including but not limited to the CLIENT’S right to use the documents in an unencumbered manner for purposes of remediation, remodeling and construction. Any use for modifications or extensions of this work, for new projects, or for completion of this project by others without WALKER’S specific written consent will be at CLIENT’S sole risk.

STANDARD OF CARE

WALKER will perform the services called for in the attached letter and this agreement in accordance with generally accepted standards of the profession. No other warranty, express or implied, is made. WALKER’S liability to CLIENT and all persons providing work or materials to this project as a result of acts, errors or omissions of WALKER shall be limited to \$1,000,000 per occurrence. WALKER shall maintain insurance in amounts no less than those set forth below in full force and upon execution of the Agreement shall provide a certificate evidencing such coverage promptly following CLIENT’S request therefore.

COVERAGES

LIMITS OF LIABILITY

Workmen’s Compensation Insurance or self-insurance, including Employer’s Liability	\$1,000,000 Employers Liability Limit
Commercial General Liability Insurance	\$1,000,000 Per Occurrence
	\$2,000,000 Aggregate
Business Automobile Liability Insurance	\$1,000,000 Combined Single Limit

GENERAL CONDITIONS OF AGREEMENT

FOR RESTORATION CONSULTING SERVICES



PAGE 8 OF 9

Any estimates or projections provided by WALKER will be premised in part upon assumptions provided by the CLIENT. WALKER will not independently investigate the accuracy of the assumptions. Because of the inherent uncertainty and probable variation of the assumptions, actual results will vary from estimated or projected results and such variations may be material. As such, WALKER makes no warranty or representation, express or implied, as to the accuracy of the estimates or projections.

PERIOD OF SERVICE

Services shall be complete the earlier of (1) the date when final documents are accepted by the CLIENT or (2) thirty (30) days after final documents are delivered to the CLIENT.

STANDARD BILLING RATES
FOR RESTORATION SERVICES 2014



PRINCIPALS

Senior Principal	\$ 280.00
Principal	\$ 230.00

PROJECT MANAGEMENT

Senior Project Manager.....	\$ 220.00
Project Manager II.....	\$ 185.00
Project Manager I.....	\$ 165.00
Assistant Project Manager.....	\$ 145.00

DESIGN

Senior Engineer / Senior Architect.....	\$ 180.00
Engineer II / Architect II.....	\$ 155.00
Engineer I / Architect I	\$ 135.00

TECHNICAL

Senior Technician	\$ 130.00
Project Technician.....	\$ 115.00

SUPPORT

Senior Administrative Assistant / Business Manager.....	\$ 90.00
Administrative Assistant	\$ 70.00



FOR COUNCIL: June 9, 2014

SUBJECT: Text Amendment to Chapter 29, Section 194B of the City Code Pertaining to the Seizure and Impoundment of Vehicles Used in Violation of Certain Criminal Offenses

RECOMMENDATION/MOTION: That the Ordinance be passed.

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: For several years, the City Code has provided for the towing and impoundment of vehicles used in the commission of certain criminal offenses. These are vehicles used in criminal offenses as provided for by State law. The proposed ordinance makes the following primary changes to the Code as it now stands:

1. Simplified fee structure: the Ordinance replaces the two tier fee structure, where vehicles impounded for some offenses were charged a fee of \$250, while vehicles impounded for other offenses were charged a fee of \$500, with a single fee of \$400 for all vehicles impounded.

2. The Ordinance codifies the existing practice of allowing owners or lessees of impounded vehicles an opportunity to dispute the impoundment on the basis that there was not probable cause to believe the vehicle had been used in the commission of an offense, or that the vehicle had been stolen, and sets forth adjudication procedures.

This Ordinance was developed by the Police and Legal Departments and implements best practices and procedures for vehicle impoundments.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: Not applicable.

FINANCIAL IMPACT: The recommended changes are estimated to be net neutral in the General Fund.

Respectfully submitted for Council consideration.

Prepared by: George D. Boyle, Asst. Corporation Counsel

Reviewed by: Kenneth Bays, Asst. Police Chief

Financial & budgetary review by: Carla Murillo, Budget Manager

Legal review by:

Jeffrey R. Jurgens, Interim Corporation Counsel

Recommended by:



David A. Hales
City Manager

Attachments: Attachment 1. Ordinance

Motion: That the Ordinance be passed.

Motion: _____ Seconded by: _____

	Aye	Nay	Other		Aye	Nay	Other
Alderman Black				Alderman Painter			
Alderman Fazzini				Alderman Sage			
Alderman Fruin				Alderman Schmidt			
Alderman Lower				Alderman Stearns			
Alderman Mwilambwe							
				Mayor Renner			

ORDINANCE NO. 2014-

**AN ORDINANCE AMENDING THE BLOOMINGTON CITY CODE CHAPTER 29,
SECTION 194B – VEHICLE SEIZURE AND IMPOUNDMENT**

SECTION 1. That the Bloomington City Code shall be and is hereby amended by repealing Chapter 29, Section 194B, in its entirety, and by replacing same to read as follows:

SEC. 194B VEHICLE SEIZURE AND IMPOUNDMENT.

(a) Fee, Seizure and Impoundment. Vehicles used in the offenses listed in Section 11-208.7(b) of the Illinois Vehicle Code, 625 ILCS 5/11-208.7(b) are hereby declared contraband and subject to seizure and impoundment. The impoundment of any vehicle used in the commission of any of the foregoing offenses shall subject the owner to an administrative fee of \$400.00 plus costs of towing and storage.

(b) Removal and Seizure. Whenever a police officer has probable cause to believe that a vehicle is subject to seizure and impoundment pursuant to this Section, the police officer may cause the vehicle to be removed and relocated to a secure location. The officer shall inform any person in control of the vehicle of the seizure and the right to a prompt probable cause hearing and an administrative impoundment hearing as provided in this Section.

At the time the vehicle is towed, the officer shall notify or make a reasonable attempt to notify the owner, lessee, or person identifying himself or herself as the owner or lessee of the vehicle, or any person who is found to be in control of the vehicle at the time of the alleged offense, of the fact of the seizure and of the right of the vehicle owner or lessee to an administrative hearing. The police officer shall also provide notice that the motor vehicle will remain impounded pending the completion of an administrative hearing, unless the owner or lessee of the vehicle, or a lienholder, posts with the municipality a bond equal to the administrative fee as provided by this Section and pays for all towing and storage charges.

(c) Notice. The City will provide the registered owner or lessee of the vehicle and any lienholder of record with a notice of hearing. The notice shall:

1. be served upon the owner, lessee, and any lienholder of record either by personal service or by first class mail to the interested party's address as registered with the Secretary of State;
2. be served upon interested parties within 10 days after a vehicle is impounded by the City; and
3. contain the date, time, and location of the administrative hearing. An initial hearing shall be scheduled and convened no later than 45 days after the date of the mailing of the notice of hearing.

(d) Prompt Probable Cause Hearing. At any time prior to an administrative impoundment hearing, at the request of the owner of a vehicle or a person with authority from an owner, the Police Chief or his designee shall hold a prompt probable cause hearing. Said hearing shall occur within 24 hours of the request, excluding Saturdays, Sundays and holidays. At the hearing, any interested person shall be given a reasonable opportunity to be heard and present evidence. Formal rules of evidence shall not apply, and hearsay evidence shall be admissible. At the prompt probable cause hearing, the Police Chief or his designee shall determine whether probable cause exists for the seizure and impoundment of the vehicle pursuant to this Section and, if asserted by the owner, whether the vehicle was stolen from the owner. If the Police Chief or his designee determines that probable cause exists for the continued impoundment of the vehicle, the Police Chief or his designee shall order the vehicle held pending an impoundment hearing or payment of the bond and any towing and storage fees due. If the Police chief or his designee determines that probable cause for impoundment does not exist or that the vehicle was stolen from the owner, the Police Chief or his designee shall order the immediate release of the vehicle without payment of any penalties, fees or costs.

(e) Administrative Impoundment Hearing. A hearing officer designated by the City Manager shall hold an administrative impoundment hearing within 45 days of the notice of impoundment hearing sent pursuant to subsection (c) of this Section. A person seeking the hearing may waive the foregoing time restraint. At the impoundment hearing, any interested person shall be given a reasonable opportunity to be heard. Formal rules of evidence shall not apply, and hearsay evidence shall be admissible. The impoundment hearing shall comply with the requirements set forth in Section 11-208.7 of the Illinois Vehicle Code, 625 ILCS 5/11-208.7. At the impoundment hearing, the hearing officer shall determine by a preponderance of the evidence whether the vehicle was used in violation of a listed offense or whether the vehicle was stolen from the owner. If the hearing officer determines that the vehicle was not utilized in violation of any offense listed in Section 11-208.7(b) of the Illinois Vehicle Code, 625 ILCS 5/11-208.7(b), or that the vehicle was stolen from the owner, the hearing officer shall order the immediate release of the vehicle without payment of any administrative fee and the expeditious return of any bond or fee already paid by the vehicle owner or his agent. Any bond or fee returned shall be to the person who paid the bond or fee, unless directed otherwise by that person. Any person claiming a vehicle ordered released under this subsection shall have seven days from the date of the order of release within which to claim the vehicle without accruing additional storage charges; thereafter, the person claiming the vehicle shall be responsible for paying any and all storage charges that accrue. If the hearing officer determines the vehicle was used in the commission of a listed offense, the hearing officer shall order the vehicle held pending payment of the fee and any towing and storage fees which may be due.

(f) Innocent Defendant. In the event that a person is acquitted of all charges stemming from the incident for which the vehicle was impounded or is not charged within six months for any offense stemming from the incident for which the vehicle was impounded, that person may apply to the Police Chief for a full refund of any bond or administrative fee paid to release the vehicle. A disposition of court supervision will be considered as a conviction and not an acquittal. Participation in a diversion program or similar program to avoid judicial consequences shall not be considered an acquittal for purposes of this Section. A plea agreement which calls for the dismissal of the charge for which the vehicle was impounded in exchange for

a guilty plea to any other charge shall not be considered an acquittal for purposes of this Section. The Police Chief shall refund any bond or administrative fee paid, if an acquittal occurs or if charges are not likely to be brought within 6 months. Any fee or bond returned shall be to the person who paid the bond or fee, unless directed otherwise by that person. Any person claiming a vehicle ordered released under this subsection shall have seven days from the date of the order of release within which to claim the vehicle without accruing additional storage charges; thereafter, the person claiming the vehicle shall be responsible for paying any and all storage charges that accrue.

(g) Release of Vehicle. A vehicle seized and impounded under this Section shall be released to the owner or the owner's agent upon payment of the bond or administrative fee and all towing and storage fees accrued. Payment of the bond or administrative fee and towing and storage fees does not waive an owner's right to an impoundment hearing.

(h) Unclaimed Vehicle. Any vehicle not claimed by its owner or other interested party within thirty-five days after the impoundment hearing shall be considered abandoned and sold pursuant to State law. An owner or interested party may claim his/her vehicle by paying the administrative fee, towing and storage fees any time prior to sale of the vehicle.

(i) Nothing in this section shall be construed to prohibit the holding, forfeiture or impoundment of any vehicle pursuant to any other law or statute.

SECTION 2. Except as provided herein, the Bloomington City Code, as amended, shall remain in full force and effect.

SECTION 3. The City Clerk is hereby directed and authorized to publish this Ordinance in pamphlet form as provided by law.

SECTION 4. This Ordinance is enacted pursuant to the authority granted to the City as a home rule unit by Article VII, Section 6 of the 1970 Illinois Constitution.

SECTION 5. This Ordinance shall be effective ten (10) days after the date of its publication.

PASSED this 9th day of June, 2014.

APPROVED this _____ day of June, 2014.

APPROVED:

Tari Renner,
Mayor

ATTEST:

Tracey Covert,
City Clerk



MUNIS Implementation Update

June 9th, 2014



Phase 1 – Administrative

December 2010 – November 2011

Module/Functionality	Implemented
Role Tailored Dashboard	✓
MUNIS Office	✓
Tyler GoDocs	✓
Tyler Reporting Services	✓
Tyler Forms	✓
Workflow	✓
System Admin & Security	✓
Tyler Content Manager	✓
Tyler Secure Signature Key	✓



Phase 1 – Financials

December 2010 – November 2011

Module/Functionality	Implemented
Chart of Accounts	✓
General Ledger	✓
Budgeting	✓
Accounts Payable/Receivable	✓
Projects & Grants Accounting	✓
Purchase Orders / Requisitions	✓
Bid / Contract Management	✓
General Billing	✓
Treasury Management	✓
Vendor Self Service / Online Bidding	✓

IS (Information Services) Leads



Phase 1 – Finance Functional Leads



Phase 1 – Power Users

Amanda Herrera (Water)
Amanda Papacek (IS)
Angie Brown (Human Resources)
Barb Adkins (Administration)
Barb Wells (Parks)
Bev Spencer (BCPA)
Bob Floyd (PACE - Facilities)
Bob Moews (Parks)
Brett Lueschen (Water)
Brian Southey (Parks)
Carey Snedden (PACE)
Carla Murillo (Police)
Cheryl Dawdy (PACE)
Chris Tomerlin (Finance)
Cindy Eagle (Human Resources)
Colleen Winterland (Public Works)
Craig Cummings (Water)
David Hales (Administration)
David Young (BCPA)
Dawn Weer (Parks and Recreation)
Debbie Bohannon (Parks)
Denise Pfeiffer (Police)
Diana Martinez (Water)

Diana Nicol (Parks)
Donna Gerron (PACE)
Elaine Fogler (Police)
Emily Bell (Human Resources)
Eric Vaughn (Fire)
Ernestime Jackson (Human Resources)
Frances Watts (Finance)
Gail Tucker (Legal)
Georgia Bouda (Library)
Jan Scherff (Legal)
Jason Wingate (Parks)
Jay Tetzloff (Miller Park Zoo)
Jean Eddy (Water)
Jennifer Bielfeldt (Police)
Jerry Walker (Facilities)
Jim Karch (Public Works)
Joe Gibson (J M Scott)
Joel Aalberts (BCPA)
John Kennedy (Parks)
Joycelyn Whikehart (BCPA)
Julie Phillips (City Clerk)
Kathy Jeakins (Library)

Katie Buydos (Administration)
Katie Stamp (Public Works)
Kevin Kothe (Engineering)
Kim Givens (Police)
Kim Nicholson (Finance)
Kurt Haas (Streets & sewers)
Laurie Wollrab (Human Resources)
Les Siron (Fire)
Leslie Lebel (Finance)
Lindsay Danner (Parks)
Luann Eustice (PACE)
Maria Basalay (Human Resources)
Mark Huber (PACE)
Mark Woodlard (PACE)
Marsha Ulrich (Police)
Meagan Kronst (Water)
Megan Horath (Fire)
Melody Becker (IS)
Mike Kimmerling (Fire)
Molly Dill (Water)
Nancy Tague (PACE)
Nick O'Donoghue (Water)
Nicole Kohler (Parks)

Pam Bertrand (Public Works)
Pam Reel (Finance)
Randy Mckinley (Police)
Renee Gooderham (City Clerk)
Richard Beck (Parks)
Rick Twait (Water)
Robbie Henson (Refuse & Recycle)
Robert Wall (Police)
Russ Waller (Engineering)
Shannon Ramirez (PACE)
Sharon Walker (PACE)
Stephanie Butler (Water)
Stephanie Uzueta (J M Scott)
Sue Witt (Fire)
Susie Vigil (Library)
Tanya Harrington (Water)
Tara Gosnell (Water)
Tim Ervin (Finance)
Todd Greenburg (Legal)
Tracey Covert (City Clerk)
Vickie Casali (PACE)
Virginia Rich (Finance)

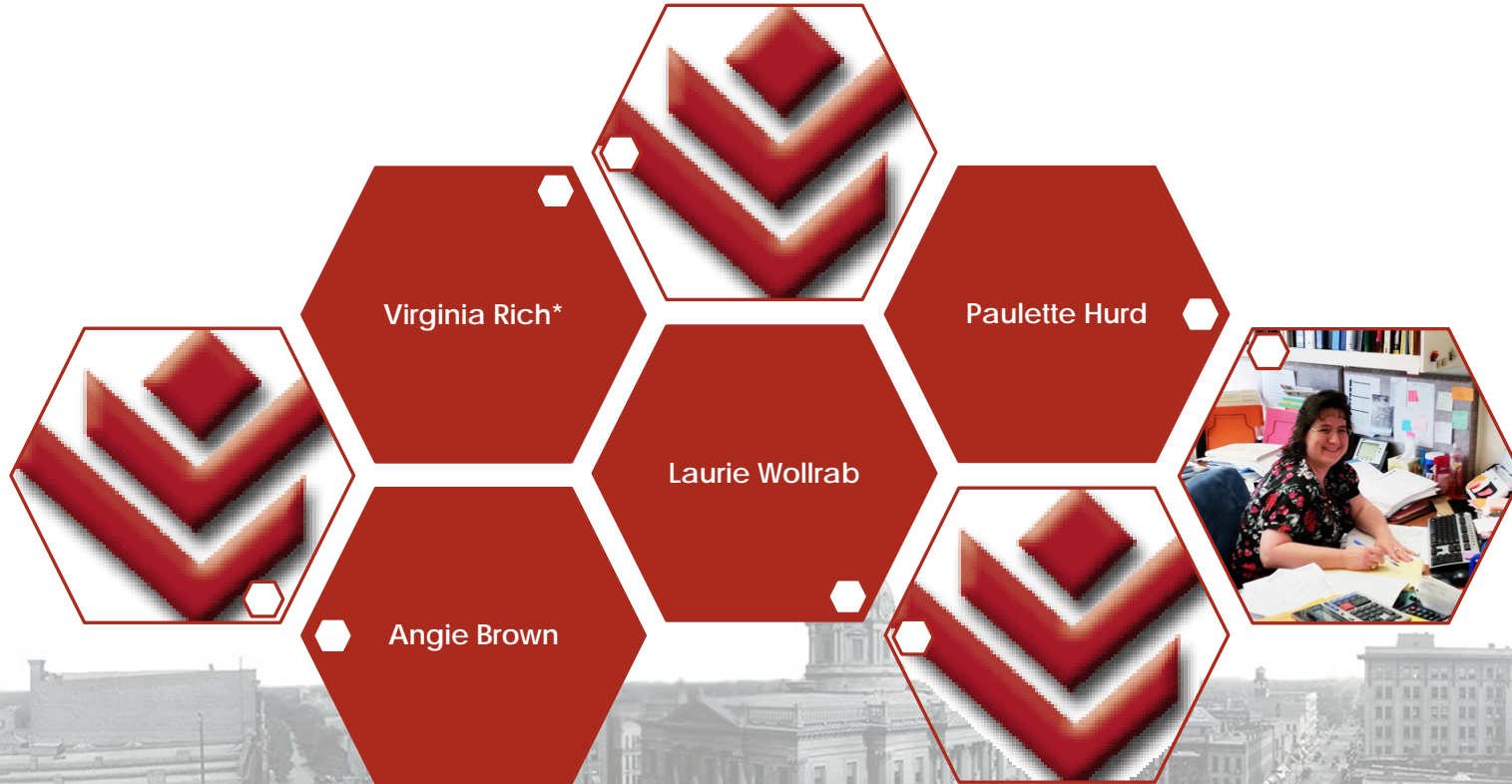
Phase 2 – Payroll & Human Resources

April 2011 – April 2012

Module/Functionality	Implemented	Module/Functionality	Implemented
Payroll	✓	BCBS 834 EDI Enrollment	✓
Employee Evaluations		Other Health Care 834 EDI	
Position Control	✓	HR Workflow	✓
Personnel Actions	✓	Employee Self Service	✓
Open Enrollment	✓	PR Positive Pay Export	✓
Case Management		Applicant Tracking	
Drug Testing		Certification Tracking	
In-House Training			



Phase 2 – Payroll & HR Functional Leads



Phase 2 – Power Users

Human Resources

Cindy Eagle (Human Resources)
Emily Bell (Human Resources)
Maria Basalay (Human Resources)

Payroll

Beverly Spencer (BCPA)
Kathy Jeakins (Library)
Gail Tucker (Library)
Maria Basalay (Human Resources)
Susie Vigil (Library)



Phase 3 – Revenue & Financials

December 2011 – February 2013

Module/Functionality	Implemented
Tyler Cashiering	✓
Permits and Code Enforcement	✓
Central Property File	✓
Workflow Revenue	✓
Maplink GIS Integration	✓
Business Licenses	✓
Fixed Asset for Capitalized Assets	✓
BMI Asset Track Interface – capital assets	



Phase 3 – PI & BL Functional Leads



Phase 3 – Power Users

Amanda Herrera (Water - Cashiers)	Denny Mallory (PACE - Code Enforcement)	Katie Stamp (Public Works)	Queenetta Banks (Water)
Andrew Coffey (City Clerk)	Diana Martinez (Water - Cashiers)	Kevin Kothe (Public Works - Engineering)	Rena Foster (Finance)
Becky Lippmann (Water)	Donna Gerron (PACE - Code Enforcement)	Libby Timke (PACE - Building Safety)	Renee Gooderham (City Clerk)
Bob Coombs (PACE - Building Safety)	Gabriel Nege (Public Works - Engineering)	Linda Webner (PACE - Building Safety)	Rob Goldsmith (Water)
Bob Jeakins (PACE - Building Safety)	Garry Hinderliter (PACE - Building Safety)	LuAnn Eustice (PACE - Building Safety)	Russ Waller (Public Works - Engineering)
Bob Williams (PACE - Code Enforcement)	Greg Kallevig (Public Works - Engineering)	Mark Woolard (PACE - Planning)	Ryan Otto (Public Works - Engineering)
Bob Yehl (Public Works - Engineering)	James Stewart (Finance)	Mary Sellmyer (PACE - Planning)	Shannon Ramirez (PACE - Code Enforcement)
Brett Lueschen (Water)	Jean Eddy (Water)	Mike Alwes (PACE - Building Safety)	Sharon Walker (PACE - Code Enforcement)
Candace Beer (PACE - Code Enforcement)	Jeff Raines (Public Works - Engineering)	Mike Conroy (PACE - Building Safety)	Stephanie Butler (Water)
Carey Snedden (PACE - Code Enforcement)	Jennifer Klein (Finance)	Mike Powell (PACE - Code Enforcement)	Tanya Harrington (Water - Cashiers)
Cheryl Dawdy (PACE - Facilities)	John Langlois (PACE - Code Enforcement)	Molly Dill (Water)	Tony Meizelis (Public Works - Engineering)
Colleen Winterland (Public Works)	John McAtee (PACE - Building Safety)	Nancy Tague (PACE)	Tracey Covert (City Clerk)
Connie Fralick (Water)		Nick O'Donoghue (Water)	
Craig Cummings (Water)		Pam Bertrand (Public Works)	
Dane Griffin (PACE - Code Enforcement)		Pam McDowell (City Clerk)	
		Patti-Lynn Silva (Finance)	
		Paulette Hurd (Finance)	



Phase 4 –

Summer 2014 -

Module/Functionality	
Fixed Assets for Non-Capitalized Assets	Citizen Self Service
Inventory	Employee Expense Reimbursement
Work Orders, Fleet & Facilities Management	CAFR Reporting
GIS Modifications	Performance Based Budgeting
Standard Fuel Interface	Utility Billing Customer Information System
Tyler Content Manager Conversion for HR & PACE	Utility Billing Interface
Fixed Asset for Capitalized Assets	Tyler 311 Connect CRM
BMI Asset Track Interface – capital assets	



Financial Overview

Original MUNIS budget	\$1,790,002
Spend to date	\$1,339,566
Available	\$450,436
Estimated left to spend	\$309,763
Total project variance	\$140,673



MUNIS Software Update Frequently Asked Questions

On Friday, June 13, 2014, the City of Bloomington will begin an upgrade to its enterprise resource planning software, MUNIS. Below are some frequently asked questions regarding this upgrade process and how it might affect Bloomington citizens.

1. What is the MUNIS software and how does the City of Bloomington use it?

MUNIS is an enterprise resource planning (ERP) software designed to assist local governments with managing daily operations throughout multiple departments and functional areas. ERP systems are also referred to as business management systems.

2. How does the City of Bloomington use the MUNIS software?

The City of Bloomington uses MUNIS to manage, control, monitor and provide reporting for many different City functions, such as Financials, Payroll, Human Resource management, Community Development, Business Licensing, Cashiering, etc. City of Bloomington staff is currently engaged in a multi-year implementation project to replace some aging systems with this state-of-the-art enterprise software designed to increase the efficiency and effectiveness of City functions.

3. How will this software upgrade affect me?

During the upgrade process, the entire MUNIS system will be shut down. All functionality provided to City of Bloomington staff and citizens will be unavailable. Most notable to citizens will be any cashiering functions supported by MUNIS. Some forms of payments will be unavailable or limited during the upgrade process. The vendor self service and employee self service of the City's website will also be unavailable.

4. Which City of Bloomington services payments will not be available during the MUNIS upgrade?

Payments for the City Services Bill (including water, sewer, storm sewer and refuse collection services) will be limited to Internet online payments only. Online payments can be made by navigating to <https://bloomington.merchantransact.com>. Cashiers at both the Water Department (603 W. Division St.) and City Hall (109 E. Olive St.) will be unable to accept any forms of payment over the counter. The City will, however, provide a computer at both locations and be able to assist citizens with online payments.

City-issued stickers for garbage bag collection will not be available for purchase during the upgrade process.



5. Cashiers will be unable to accept payments for Parking violations over the counter. Parking violations can still be paid online by clicking "Parking Tickets" under the "I Want To..." section on the City website main page (<http://www.cityblm.org>), or directly at <https://www.illinoisepay.com/epay/GetSite?cmd=get&siteId=15>.

All other forms of payments to the City of Bloomington will be accepted. Some, however, will be processed with hand written receipts.

6. **How long will the upgrade to the MUNIS system take?**

Staff will bring the MUNIS system down at **11:00AM on Friday, June 13th**. The upgrade should be completed, and normal payment intake will resume no later than **Wednesday, June 18th at 8:00AM**. Citizens are encouraged to plan necessary payments accordingly.

7. **What is the purpose of the upgrade to MUNIS?**

Tyler Technologies, the vendor of the MUNIS software, provides patches and feature/function upgrades to the MUNIS software on a regular basis. This particular MUNIS upgrade is a major revision. Staff will be upgrading MUNIS from version 9.3 to version 10.4. The upgrade will provide new features and capabilities and provide improvements to certain modules within the MUNIS suite of applications.

8. **Why does the MUNIS software have to be down during the upgrade?**

With this major version update, there are structural changes being made to the databases that house the MUNIS data. Since databases are such a fundamental piece, the system cannot be actively using or modifying them during the upgrade process. Thus the MUNIS system must be shut down completely.

9. **Question?**

A

10. **Question?**

A

11. **Question?**

A

12. **Question?**

A