



**BOARD OF TRUSTEES FOR THE TOWN OF THE CITY OF BLOOMINGTON
BLOOMINGTON CENTER FOR PERFORMING ARTS (BCPA) AUDITORIUM
600 N EAST STREET, BLOOMINGTON, IL 61701
MONDAY, JULY 24, 2023, 5:30 PM**

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Public Comment

Individuals wishing to provide emailed public comment must email comments to publiccomment@cityblm.org at least 15 minutes before the start of the meeting. Individuals wishing to speak in-person may register at cityblm.org/register at least 5 minutes before the start of the meeting.

5. Consent Agenda

Items listed on the Consent Agenda are approved with one motion; Items pulled from the Consent Agenda for discussion are listed and voted on separately.

- A. Consideration and Action to Approve the Minutes of the June 26, 2023, Regular Session of the City of Bloomington Township Board Meeting, as requested by the Township Clerk N/A. *(Recommended Motion: The proposed Minutes be approved.)*
- B. Consideration and Action to Certify the June 2023 Statement of Funds for the General Town Administration Fund, General Assistance Fund, and Cemetery Fund, as requested by the Township Supervisor . *(Recommended Motion: The June 2023 Statement of Funds be certified.)*
- C. Consideration and Action to Approve the July 24, 2023 General Town Fund Request for Payments, as requested by the Township Supervisor . *(Recommended Motion: The July 24, 2023 Request for Payments be approved.)*

6. Regular Session

- A. Proposed Fiscal Year 2024 Budget Amendment, as requested by the Township Supervisor . *(Recommended Motion: The proposed Fiscal Year 2024 Amended Budget be accepted and placed on file for a thirty day review period.)*
- B. Report on Change Order #1 and Change Order #2 for the COBT Office Renovation project, as requested by the Township Supervisor . *(Recommended Motion: None; for communication purposes only.)*

7. Reports by Elected Officials

- A. Presentation and Discussion of the Township Supervisor's Report, as requested by the City of Bloomington Township . *(Recommended Motion: None; presentation only.)*
- B. Presentation and Discussion of the Township Assessor's Report, as requested by the City of Bloomington Township . *(Recommended Motion: None; presentation only.)*

8. Adjournment

Individuals with disabilities planning to attend the meeting who require reasonable accommodations to observe and/or participate, or who have questions about the accessibility of the meeting, should contact the City's ADA Coordinator at 309-434-2468 or mhurt@cityblm.org.



REGULAR AGENDA ITEM NO. 5.A.

FOR CITY OF BLOOMINGTON TOWNSHIP: July 24, 2023

WARD IMPACTED: Town of the City of Bloomington

SUBJECT: Consideration and Action to Approve the Minutes of the June 26, 2023, Regular Session of the City of Bloomington Township Board Meeting

RECOMMENDED MOTION: The proposed Minutes be approved

STRATEGIC PLAN LINK:

STRATEGIC PLAN SIGNIFICANCE:

BACKGROUND: In compliance with the Open Meetings Act 5 ILCS 120/2.06(b), minutes must be approved within thirty days after the meeting or at the second subsequent regular meeting, whichever is later. The minutes of the meeting provided have been reviewed and certified as correct and complete by the Township Clerk and have been made available for public inspection and posted to the Township's website, pending Board approval.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: N/A

Respectfully submitted for consideration.

Prepared by: Amanda Stutsman

ATTACHMENTS:

[DRAFT 06262023 Minutes](#)



MINUTES
REGULAR SESSION OF THE TOWN OF
THE CITY OF BLOOMINGTON TOWNSHIP
MONDAY, JUNE 26, 2023, 5:30 P.M.

The Board of Trustees for the Town of the City of Bloomington convened in regular session in the Government Center Boardroom at 5:30 p.m., Monday, June 26, 2023. The meeting was called to order by Trustee Mwilambwe.

Pledge of Allegiance

All present participated in the Pledge of Allegiance.

Roll Call

Trustees Present: Jenna Kearns, Donna Boelen, Sheila Montney, John Danenberger, Nick Becker, Cody Hendricks, Kent Lee, Tom Crumpler, and Mboka Mwilambwe

Trustees Absent:

Staff/Elected Officials Present: Amanda Stutsman, Deputy Township Clerk; Deborah L. Skillrud, Township Supervisor; and Steve Scudder, Township Assessor

Consent Agenda

Due to technical difficulties, all items under the Consent Agenda, while routine in nature, were motioned individually.

Trustee Ward made a motion, seconded by Trustee Hendricks, that the Consent Agenda, be approved as presented.

Item 5.A. Consideration and Action to Approve the Minutes of the May 22, 2023, Regular Session of the City of Bloomington Township Board Meeting, as requested by the Township Clerk. (Recommended Motion: The proposed Minutes be approved.)

Item 5.B. Consideration and Action to Certify the May 2023 Statement of Funds for the General Town Administration Fund, General Assistance Fund, and Cemetery Fund, as requested by the Township Supervisor. (Recommended Motion: The May 2023 Statement of Funds be certified.)

Item 5.C. Consideration and Action to Approve the June 26, 2023 General Town Fund Request for Payments, as requested by the Township Supervisor. (Recommended Motion: The June 26, 2023 Request for Payments be approved.)

Trustee Mwilambwe directed the Township Clerk to call the roll:

AYES: Kearns, Boelen, Montney, Danenberger, Becker, Hendricks, Lee, Crumpler, and Mwilambwe

Motion carried.

Regular Agenda

Item 6.A. Bid Approval for Request for Proposal by Evergreen Memorial Cemetery for Four New Columbaria, as requested by the Township Supervisor. (Recommended Motion: Recommend that the Request for Proposal issued by Evergreen Memorial Cemetery for four Columbaria be awarded to Pontiac Granite Company for the bid amount of \$199,650, and the Township Supervisor be authorized to execute the necessary documents.)

Township Supervisor Deborah Skillrud explained the Item was included in the budget.

Trustee Crumpler made a motion, seconded by Trustee Boelen, to approve the Item as presented.

Trustee Mwilambwe directed the Township Clerk to call the roll:

AYES: Kearns, Boelen, Montney, Danenberger, Becker, Hendricks, Lee, Crumpler, and Mwilambwe

Motion carried.

Reports by Elected Officials

Item 6.A. Comments by Deborah Skillrud, Township Supervisor

Township Supervisor Skillrud discussed the impact and importance of the work felt by the Township's staff and she described their passion for their work. She provided an update on the Housing Eviction Relief Effort ("HERE") Program and the Township moves and renovations.

Trustee Crumpler thanked staff and recognized the positive impact of the HERE program in the community.

Trustee Supervisor Skillrud then discussed new laws and the potential impact of the new legislation.

Item 6.B. Comments by Steve Scudder, Township Assessor

Township Assessor Scudder provided a comparison report and discussed rates and how rates were calculated.

Public Comment

Trustee Mwilambwe opened the meeting to receive public comment. Amanda Stutsman, Deputy Township Clerk, reported that no one had registered to speak live or had submitted emailed public comment.

Adjournment

Trustee Boelen made a motion, seconded by Trustee Becker, that the meeting be adjourned.

Motion carried (Viva Voce).

The meeting adjourned at 5:42 P.M.

Amanda Stutsman, Deputy Township Clerk



REGULAR AGENDA ITEM NO. 5.B.

FOR CITY OF BLOOMINGTON TOWNSHIP: July 24, 2023

WARD IMPACTED: Town of the City of Bloomington

SUBJECT: Consideration and Action to Certify the June 2023 Statement of Funds for the General Town Administration Fund, General Assistance Fund, and Cemetery Fund

RECOMMENDED MOTION: The June 2023 Statement of Funds be certified

STRATEGIC PLAN LINK:

STRATEGIC PLAN SIGNIFICANCE:

BACKGROUND: Pursuant to Illinois Statute 60 ILCS 1/80-15, the Township Board of Trustees shall examine and certify the accounts of the Supervisor for all money received and distributed by them, including all expenses necessarily incurred for the use and benefit of the Township as well as for General Assistance.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: N/A

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell

ATTACHMENTS:

[5BC 20230630 COBT Financial Audit & 20230724 Payment Request.pdf](#)

STATEMENT OF FUNDS--SUPERVISOR

ALL ACCOUNTS

McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

OFFICE OF THE TOWN SUPERVISOR--GENERAL TOWN ADMINISTRATION FUND

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **30th day of June 2023**, showing the amount of public funds on hand at the commencement of said period, the amount of public funds received and from what source received, and the amount of public funds expended and for what purpose expended during said period ending as aforesaid.

The said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the period above stated, the amount of public funds received and the sources from which received, and the amount expended and the purpose for which expended as set forth in said statement.

Subscribed and sworn to before me this **24th day of July 2023**.

Supervisor of the Town of the City of Bloomington, McLean County,
Illinois.

Notary Public

This **24th day of July 2023**.

WE, the undersigned BOARD OF TRUSTEES of the TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of GENERAL TOWN ADMINISTRATION FUND, and find the same in all respects true and correct and that there appears to be a balance of **\$3,442,763.10** in ILLINOIS FUNDS in SPRINGFIELD, ILLINOIS, **\$80,446.85** in PRAIRIE STATE BANK & TRUST (53) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$720,875.38** in PRAIRIE STATE BANK & TRUST (64) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the GENERAL TOWN ADMINISTRATION FUND of said TOWN.

WARD 1: Jenna L Kearns

WARD 6: Cody Hendricks

WARD 2: Donna Boelen

WARD 7: Mary "Mollie" Ward

WARD 3: Sheila Montney

WARD 8: Kent Lee

WARD 4: John W Danenberger

WARD 9: Tom Crumpler

WARD 5: Nick Becker

Trustee Mboka Mwilambwe

Board of Trustees of the Town of the City of Bloomington, McLean
County, Illinois

I, the TOWN CLERK of the Town of the City of Bloomington, McLean County, Illinois, do hereby attest that the payouts certified and submitted by the TOWNSHIP SUPERVISOR have been made from the Township Treasury AND do hereby certify that the above actions taken by the BOARD OF TRUSTEES of the Town of the City of Bloomington, have approved the Statement of Funds at a regularly constituted meeting of the TOWNSHIP BOARD. I shall retain a copy of this documentation and shall forward the same to the TOWNSHIP SUPERVISOR.

Town Clerk

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Town of the City of Bloomington--General Town Administration Fund

Month of: **JUNE**

Public Funds at Commencement

Cash: Prairie State Bank & Trust (53) Checking Balance	\$ 21,044	
Investments: Illinois Fund	\$ 3,428,157	
Investments: Prairie State Bank & Trust (64)	\$ 345,529	
	<u>\$ 3,794,730</u>	
		Public Funds at Commencement

Public Funds Received This Month

Interest: Prairie State Bank (53)	\$ 22	
Interest: Prairie State Bank (64)	\$ 66	
Interest: Illinois Funds (1085)	\$ 14,606	
Other Income - Retiree Insurance	\$ 2,165	
Other Income - GA Administration	\$ 105	
Tax Levy	\$ 525,281	
	<u>\$ 542,244</u>	
		Public Funds Received This Month
		Public Funds Available
		<u>\$ 4,336,974</u>
		<u>\$ 92,889</u>
		<u><u>\$ 4,244,085</u></u>

Public Funds Expended This Month

TOTAL Public Funds at Month End

Public Funds at Month End

Cash: Prairie State Bank & Trust (53) Checking Balance	\$ 80,447	
Investments: Illinois Fund	\$ 3,442,763	
Investments: Prairie State Bank & Trust (64)	\$ 720,875	
	<u>\$ 4,244,085</u>	
		TOTAL Public Funds at Month End

Checking Account Activity

Prairie State Bank & Trust (53) Balance at Commencement	\$ 21,044	
Deposits		
Interest: Prairie State Bank & Trust (53)	\$ 22	
Other Income - Retiree Insurance	\$ 2,165	
Other Income - GA Administration	\$ 105	
Transfer from Prairie State Bank & Trust Reserve (64)	\$ 150,000	
Total Deposits for Month	<u>\$ 152,292</u>	
		Total Funds Available
		<u>\$ 173,336</u>
Checks Written		
Assessor's Office Expenses	\$ 2,359	
Community Agency Funding	\$ 11,385	
Compensation & Benefits	\$ 75,782	
Services & Expenses	\$ 1,092	
Supervisor's Office Expenses	\$ 2,271	
Total Checks Written	<u>\$ 92,889</u>	
Change in Payroll Liabilities 06/30/2023	\$ -	
Total Checks Written	<u>\$ 92,889</u>	
Prairie State Bank & Trust (53) Balance at Month End	<u><u>\$ 80,447</u></u>	

Prairie State Bank & Trust (53) Reconciliation at Month End

Balance per Bank Statement	\$ 101,683	
Less Outstanding Checks	\$ (21,236)	
	<u>\$ 80,447</u>	
		Checkbook Balance per Reconciliation

Town of the City of Bloomington--General Town Administration Fund

Statement of Receipts and Disbursements

		<u>Jun-23</u>	
Revenue			
7000 Interest		\$ 14,694	
7400 Other Income		\$ 2,270	
7800 Tax Levy		\$ 525,281	
	Total Revenue		\$ 542,244
	Total Income		\$ 542,244
Expense			
Assessor's Office			
9151 Auto Expense		\$ 392	
9171 Utilities		\$ 503	
9201 Office Supplies		\$ 267	
9231 Equipment		\$ 315	
9271 Appraisal Services		\$ 600	
9291 Janitorial		\$ 175	
9301 Computer Services		\$ 106	
	Total Assessor's Office		\$ 2,359
Community Agency Funding			
10215 HERE - Housing Eviction Relief Effort		\$ 9,372	
1025 GA Client Services		\$ 2,013	
	Total Community Agency Funding		\$ 11,385
Compensation (Salaries) & Benefits			
7011 TWP Supervisor		\$ 7,833	
7021 TWP Assessor		\$ 8,000	
7031 Town Clerk		\$ 200	
7041 Town Trustees		\$ 380	
7051 General Assistance Staff		\$ 28,738	
7061 Deputy Assessors		\$ 16,021	
7081 IMRF/Employer (2023 = 5.43%)		\$ 2,920	
7091 FICA (SS/MC)/Employer		\$ 4,439	
7101 Group Medical/Employer		\$ 7,063	
7111 State Unemployment/Employer		\$ 188	
	Total Compensation (Salaries) & Benefits		\$ 75,782
Services & Expenses			
1028 Membership Dues		\$ 410	
1040 Building Maintenance		\$ 376	
1042 Janitorial Services & Supplies		\$ 306	
	Total Services & Expenses		\$ 1,092
Supervisor's Office			
8121 Janitorial		\$ 219	
8131 Utilities		\$ 755	
8161 Education/Conference/Meetings		\$ 886	
8181 Equipment Repair/Rental		\$ 292	
8191 Office Supplies		\$ (74)	
8221 Computer/Contract Services		\$ 194	
	Total Supervisor's Office		\$ 2,271
	Total Expense		\$ 92,889
Net Income			\$ 449,356

Year to Date Budget Comparison

				<u>FY2024</u>		
Income		<u>Jun-23</u>		<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenue						
7000	Interest	\$ 42,538	\$	35,000	\$ 7,538	121.5%
7400	Other Income	\$ 8,385	\$	32,000	\$ (23,615)	26.2%
	Other Income: Grants	\$ -	\$	5,000	\$ (5,000)	0.0%
	Other Income: TWP IGAs	\$ 425	\$	2,000	\$ (1,575)	21.3%
7450	Township Litigation Income		\$	25	\$ (25)	0.0%
7600	Personal Property Replacement Tax	\$ 140,774	\$	300,000	\$ (159,226)	46.9%
7800	Tax Levy	\$ 849,620	\$	1,645,000	\$ (795,380)	51.6%
	Total Revenue	\$ 1,041,742	\$	2,019,025	\$ (977,283)	51.6%
	Total Income	\$ 1,041,742	\$	2,019,025	\$ (977,283)	51.6%
Expense						
Assessor's Office						
9141	Rent/Debt Service	\$ -	\$	11,544	\$ (11,544)	0.0%
9151	Auto Expense	\$ 948	\$	5,000	\$ (4,052)	19.0%
9161	Telephone	\$ -	\$	3,000	\$ (3,000)	0.0%
9171	Utilities	\$ 1,309	\$	5,800	\$ (4,491)	22.6%
9191	Postage	\$ -	\$	300	\$ (300)	0.0%
9201	Office Supplies	\$ 267	\$	2,000	\$ (1,733)	13.3%
9211	Publications & Printing	\$ -	\$	500	\$ (500)	0.0%
9231	Equipment	\$ 315	\$	6,000	\$ (5,685)	5.2%
9241	Equipment Repair/Rental	\$ -	\$	1,500	\$ (1,500)	0.0%
9251	Education/Meetings/Conferences	\$ 252	\$	17,000	\$ (16,748)	1.5%
9261	Replatting & Remapping	\$ -	\$	9,000	\$ (9,000)	0.0%
9271	Appraisal Services	\$ 1,620	\$	34,000	\$ (32,380)	4.8%
9291	Janitorial	\$ 525	\$	2,000	\$ (1,475)	26.3%
9301	Computer Services	\$ 256	\$	20,000	\$ (19,744)	1.3%
9311	Mapping/GIS Services	\$ -	\$	30,000	\$ (30,000)	0.0%
9312	Membership Dues/Assessor's Staff	\$ -	\$	2,500	\$ (2,500)	0.0%
	Total Assessor's Office	\$ 5,491	\$	150,144	\$ (144,653)	3.7%
Community Agency Funding						
10215	Housing Eviction Relief Effort (HERE)	\$ 32,780	\$	150,000	\$ (117,220)	21.9%
1023	Community Medical	\$ -	\$	25,000	\$ (25,000)	0.0%
1025	GA Workfare Development/Client Services	\$ 4,478	\$	50,000	\$ (45,522)	9.0%
1026	Youth Services	\$ -	\$	35,000	\$ (35,000)	0.0%
1027	Senior Services	\$ -	\$	80,000	\$ (80,000)	0.0%
	Total Community Agency Funding	\$ 37,258	\$	340,000	\$ (302,742)	11.0%
Compensation & Benefits						
7011	TWP Supervisor	\$ 23,500	\$	94,000	\$ (70,500)	25.0%
7021	TWP Assessor	\$ 24,000	\$	96,000	\$ (72,000)	25.0%
7031	Town Clerk	\$ 600	\$	2,500	\$ (1,900)	24.0%
7041	Town Trustees	\$ 520	\$	2,800	\$ (2,280)	18.6%
7051	General Assistance Staff	\$ 82,737	\$	400,000	\$ (317,263)	20.7%
7061	Deputy Assessors	\$ 59,409	\$	404,000	\$ (344,591)	14.7%
7081	IMRF/Employer (2023 = 5.43%)	\$ 9,126	\$	64,955	\$ (55,829)	14.1%
7091	FICA (SS/MC)/Employer	\$ 13,857	\$	76,446	\$ (62,589)	18.1%
7101	Group Medical/Employer	\$ 21,701	\$	130,000	\$ (108,299)	16.7%
7111	State Unemployment/Employer	\$ 188	\$	2,500	\$ (2,312)	7.5%
	Total Compensation & Benefits	\$ 235,638	\$	1,273,201	\$ (1,037,563)	18.5%

Town of the City of Bloomington--General Town Administration Fund

Year to Date Budget Comparison (cont.)

			<u>FY2024</u>		
	<u>Jun-23</u>		<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Services & Expenses					
1028 Membership Dues	\$ 410	\$ 2,000	\$ (1,590)	20.5%	
1029 Auditing Expense	\$ -	\$ 7,500	\$ (7,500)	0.0%	
1030 Legal Expense	\$ 874	\$ 12,000	\$ (11,126)	7.3%	
1034 Insurance	\$ 11,980	\$ 13,000	\$ (1,020)	92.2%	
1035 Publishing	\$ -	\$ 2,500	\$ (2,500)	0.0%	
1038 Other Expenditures	\$ 1,971	\$ 7,500	\$ (5,529)	26.3%	
1039 Debt Service: Principle & Interest	\$ -	\$ 1,000	\$ (1,000)	0.0%	
1040 Building Maintenance	\$ 826	\$ 20,000	\$ (19,174)	4.1%	
1042 Janitorial Services & Supplies	\$ 919	\$ 6,000	\$ (5,081)	15.3%	
1043 Building Security	\$ -	\$ 2,500	\$ (2,500)	0.0%	
1044 Building Repairs #1	\$ -	\$ 131,791	\$ (131,791)	0.0%	
1044 Building Repairs #2	\$ -	\$ 50,000	\$ (50,000)	0.0%	
1045 Special Projects #1	\$ 14,291	\$ 75,000	\$ (60,709)	19.1%	
1045 Special Projects #2	\$ -	\$ 90,000	\$ (90,000)	0.0%	
1045 Special Projects #3: Decennial	\$ -	\$ 25,000	\$ (25,000)	0.0%	
Total Services & Expenses	\$ 31,271	\$ 445,791	\$ (414,520)	7.0%	
Capital Fund Reserve					
Township Building Improvements #1	\$ -	\$ 409,729	\$ (409,729)	0.0%	
Township Building Improvements #2	\$ -	\$ 908,179	\$ (908,179)	0.0%	
Program Facility	\$ -	\$ 1	\$ (1)	0.0%	
Total Capital Fund Reserve	\$ -	\$ 1,317,909	\$ (1,317,909)	0.0%	
Supervisor's Office					
8091 Postage	\$ -	\$ 3,000	\$ (3,000)	0.0%	
8101 Rent/Debt Service	\$ -	\$ 20,000	\$ (20,000)	0.0%	
8121 Janitorial	\$ 656	\$ 3,500	\$ (2,844)	18.8%	
8131 Utilities	\$ 1,963	\$ 10,000	\$ (8,037)	19.6%	
8141 Telephones	\$ -	\$ 5,000	\$ (5,000)	0.0%	
8151 Car Expense	\$ -	\$ 3,500	\$ (3,500)	0.0%	
8161 Education/Conference/Meetings	\$ 935	\$ 4,000	\$ (3,065)	23.4%	
8171 Equipment	\$ -	\$ 5,000	\$ (5,000)	0.0%	
8181 Equipment Repair/Rental	\$ 789	\$ 6,000	\$ (5,211)	13.1%	
8191 Office Supplies	\$ 53	\$ 6,000	\$ (5,947)	0.9%	
8201 Printing	\$ -	\$ 3,000	\$ (3,000)	0.0%	
8211 Publications	\$ -	\$ 1,000	\$ (1,000)	0.0%	
8221 Computer/Contract Services	\$ 331	\$ 25,000	\$ (24,669)	1.3%	
8241 Membership Dues	\$ -	\$ 450	\$ (450)	0.0%	
Total Supervisor's Office	\$ 4,727	\$ 95,450	\$ (90,723)	5.0%	
Emergency Transfer of Funds					
9000 GT Funds Transferred to GA Fund	\$ -	\$ 200,000	\$ (200,000)	0.0%	
Total Emergency Transfer of Funds	\$ -	\$ 200,000	\$ (200,000)	0.0%	
Total Expense	\$ 314,386	\$ 3,822,495	\$ (3,508,109)	8.2%	
Net Income	\$ 727,356	\$ (1,803,470)	\$ 2,530,826		

Town of the City of Bloomington--General Town Administration Fund

		Checking Account Activity		
<u>Date</u>	<u>Number</u>	<u>Name</u>		<u>Amount</u>
0502 - Prairie State Bank & Trust (53)				
06/01/2023	Transfer	Prairie State Bank & Trust		150,000.00
06/05/2023	EFT	EFT-Valutec Card Solutions		-65.32
06/08/2023	4860	Danvers TWP		35.00
06/06/2023	9884	Soaring Eagle Cleaning Services LLC		-700.00
06/06/2023	9885VOID	Ruiz, Francisco		0.00
06/06/2023	9886	Moore, J A dba Maple Grove Estates		-410.51
06/06/2023	9887	Dotson, Bernard & Ream M		-1,780.00
06/06/2023	9888	NICOR Gas		-313.68
06/06/2023	9889	NICOR Gas		-173.66
06/06/2023	9890	CDS Office Technologies		-96.80
06/06/2023	9891	Bowman, Danny		-600.00
06/06/2023	9892	Moore, J A dba Maple Grove Estates		-1,862.08
06/06/2023	9893	Confidential On-Site Paper Shredding		-128.58
06/06/2023	9894	Ruiz, Francisco		-218.00
06/13/2023	9895	U-Haul		-199.81
06/13/2023	9896	VISA (DLS)		-186.79
06/13/2023	9897	Traditions Harmony Housing LLC		-264.00
06/13/2023	9898	TOI; Township Officials of IL		-75.00
06/13/2023	9899	City of Bloomington Computer Services		-314.61
06/13/2023	9900	Kauth Design		-225.00
06/15/2023	20230615	EFT-Payroll		-21,105.80
06/15/2023	74354641	EFT-Federal Tax Deposit		-7,603.48
06/15/2023	1990638288	EFT-IL Tax Deposit		-1,384.89
06/15/2023	EFT	Prairie State Bank & Trust		-440.01
06/15/2023	EFT	TASC (Total Administrative Services Corp)		-401.24
06/15/2023	9901	All Seasons Properties		-534.00
06/16/2023	3489	Bloomington TWP		35.00
06/16/2023	3490	Bloomington TWP		35.00
06/22/2023	2903	Lakewood B LLC dba Lakewood Terrace Apts		534.00
06/27/2023	9902	Ace Industrial Properties Inc dba 1900E C		-1,000.00
06/27/2023	9903	Huck's/WEX Bank		-142.25
06/27/2023	9904	Ireland, Michael W		-316.05
06/27/2023	9905	TOI; Township Officials of IL		-410.00
06/27/2023	9906	U-Haul		-340.31
06/27/2023	9907	American Pest Control Inc		-37.00
06/27/2023	9908	Torrington LLC %Young America Realty		-52.00
06/27/2023	9909	Ameren Illinois		-691.52
06/27/2023	9910	NICOR Gas		-314.07
06/27/2023	9911	City of Bloomington Water Dept		-144.41
06/27/2023	9912	Traditions Harmony Housing LLC		-280.00
06/27/2023	9913	Lakewood B LLC dba Lakewood Terrace Apts		-1,375.00
06/27/2023	9914	Young America Realty		-1,472.00
06/27/2023	9915	City of Bloomington Water Dept		-240.33
06/27/2023	9916	Hermes Service & Sales Inc		-339.00
06/27/2023	9917	Scudder, Richard T		-187.99
06/27/2023	9918	NCPERS Group Life Ins		-64.00
06/27/2023	9919	City of Bloomington Health Insurance		-13,447.22
06/27/2023	9920	Brookridge AptsLLC dba Brookridge Heights		-195.00
06/27/2023	9921	VISA (SRS)		-106.20
06/27/2023	9922	McLean County Chamber of Commerce		-410.00
06/27/2023	9923	Ameren Illinois		-844.68
06/27/2023	9924	CDS Leasing		-195.00
06/27/2023	9925	Skillrud, D L		-400.74
06/28/2023	42498	Town of the City of Bloomington - CEM		8,249.41
06/30/2023	20230630	EFT-Payroll		-19,223.39
06/30/2023	14854752	EFT-Federal Tax Deposit		-6,652.58
06/30/2023	1-594-455-7	EFT-IL Tax Deposit		-1,287.44
06/30/2023	EFT	Prairie State Bank & Trust		-440.01
06/30/2023	EFT	TASC (Total Administrative Services Corp)		-401.24
06/30/2023	31252	EFT-IMRF		-11,391.66
06/30/2023		IMRF - Illinois Municipal Retirement Fund		2,164.73
06/30/2023	0743372496	IDES--IL Dept of Employment Security		-187.96
06/30/2023	Credit	Interest		21.82
Total				<u>59,402.65</u>

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STATEMENT OF FUNDS--SUPERVISOR

ALL ACCOUNTS
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

OFFICE OF THE TOWN SUPERVISOR--GENERAL ASSISTANCE FUND

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **30th day of June 2023**, showing the amount of public funds on hand at the commencement of said period, the amount of public funds received and from what source received, and the amount of public funds expended and for what purpose expended during said period ending as aforesaid.

The said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the period above stated, the amount of public funds received and the sources from which received, and the amount expended and the purpose for which expended as set forth in said statement.

Subscribed and sworn to before me this **24th day of July 2023**.

Supervisor of the Town of the City of Bloomington, McLean County,
Illinois.

Notary Public

This **24th day of July 2023**.

WE, the undersigned BOARD OF TRUSTEES of the TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of GENERAL ASSISTANCE FUND, and find the same in all respects true and correct and that there appears to be a balance of **\$406,569.53** in ILLINOIS FUNDS (0879) in SPRINGFIELD, ILLINOIS, **\$39,261.14** in PRAIRIE STATE BANK & TRUST (00) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$145,359.95** in PRAIRIE STATE BANK & TRUST (19) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the GENERAL ASSISTANCE FUND of said TOWN.

WARD 1: Jenna L Kearns

WARD 6: Cody Hendricks

WARD 2: Donna Boelen

WARD 7: Mary "Mollie" Ward

WARD 3: Sheila Montney

WARD 8: Kent Lee

WARD 4: John W Danenberger

WARD 9: Tom Crumpler

WARD 5: Nick Becker

Trustee Mboka Mwilambwe

Board of Trustees of the Town of the City of Bloomington, McLean
County, Illinois

I, the TOWN CLERK of the Town of the City of Bloomington, McLean County, Illinois, do hereby attest that the payouts certified and submitted by the TOWNSHIP SUPERVISOR have been made from the Township Treasury AND do hereby certify that the above actions taken by the BOARD OF TRUSTEES of the Town of the City of Bloomington, have approved the Statement of Funds at a regularly constituted meeting of the TOWNSHIP BOARD. I shall retain a copy of this documentation and shall forward the same to the TOWNSHIP SUPERVISOR.

Town Clerk

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Town of the City of Bloomington--General Assistance Fund

Month of: JUNE

Public Funds at Commencement

Cash: Prairie State Bank & Trust (00) Checking Balance	\$	69,350	
Investments: Illinois Fund	\$	404,845	
Investments: Prairie State Bank & Trust (19)	\$	81,450	
Public Funds at Commencement			\$ 555,644

Public Funds Received This Month

Interest: Prairie State Bank (00)	\$	9	
Interest: Prairie State Bank (19)	\$	16	
Interest: Illinois Fund (0879)	\$	1,725	
Refunds & Recoveries	\$	1,708	
Tax Levy	\$	63,894	
Public Funds Received This Month			\$ 67,352
Public Funds Available			\$ 622,996

Public Funds Expended This Month

	\$ 31,805
TOTAL Public Funds at Month End	\$ 591,191

Public Funds at Month End

Cash: Prairie State Bank & Trust (00) Checking Balance	\$	39,261	
Investments: Illinois Fund (0879)	\$	406,570	
Investments: Prairie State Bank & Trust (19)	\$	145,360	
TOTAL Public Funds at Month End			\$ 591,191

Checking Account Activity

Checkbook Balance at Commencement	\$	69,350	
Deposits:			
Interest: Prairie State Bank & Trust (00)	\$	9	
Refunds & Recoveries	\$	1,708	
Total Deposits for Month		\$ 1,717	
Total Funds Available			\$ 71,067
Checks Written: General Assistance			\$ 31,805
Checkbook Balance at Month End			\$ 39,261

Prairie State Bank & Trust (00) Reconciliation at Month End

Balance per Bank Statement	\$	47,737	
Less Outstanding Checks	\$	(8,476)	
Checkbook Balance per Reconciliation			\$ 39,261

Town of the City of Bloomington--General Assistance Fund

Statement of Receipts and Disbursements

Jun-23

Revenue				
7000 Interest		\$	1,750	
7700 Refunds & Recoveries		\$	1,708	
7800 Tax Levy		\$	63,894	
	Total Revenue			\$ 67,352
	Total Income			\$ 67,352
Expense: CW				
6011 Groceries/Personal Essentials		\$	5,643	
6021 Rent		\$	7,749	
6051 Utilities		\$	529	
6071 Emergency Assistance		\$	15,758	
6091 Funeral/Burial		\$	2,056	
6121 Allowances		\$	70	
	Total CW			\$ 31,805
	Total Expense			\$ 31,805
	Net Income			\$ 35,546

Town of the City of Bloomington--General Assistance Fund

Year to Date Budget Comparison

		<u>Jun-23</u>	FY24 Budget	\$ Over Budget	% of Budget
Income					
Revenue					
7000 Interest	\$	5,141	\$ 1,000	\$ 4,141	514.1%
7400 Other Income	\$	-	\$ 10	\$ (10)	0.0%
7600 Personal Property Replacement Tax	\$	17,124	\$ 30,000	\$ (12,876)	57.1%
7700 Refunds & Recoveries	\$	5,931	\$ 10,000	\$ (4,069)	59.3%
7800 Tax Levy	\$	103,346	\$ 200,000	\$ (96,654)	51.7%
7900 GT Fund Transferred to GA Fund	\$	-	\$ 200,000	\$ (200,000)	0.0%
Total Revenue	\$	131,541	\$ 441,010	\$ (309,469)	29.8%
Total Income	\$	131,541	\$ 441,010	\$ (309,469)	29.8%
Expense					
CW					
6011 Groceries/Personal Essentials	\$	16,921	\$ 78,000	\$ (61,079)	21.7%
6021 Rent	\$	20,247	\$ 200,000	\$ (179,753)	10.1%
6051 Utilities	\$	1,571	\$ 50,000	\$ (48,429)	3.1%
6061 Medical	\$	-	\$ 20,000	\$ (20,000)	0.0%
6071 Emergency Assistance	\$	46,094	\$ 200,000	\$ (153,906)	23.0%
6081 Hospital	\$	-	\$ 10,000	\$ (10,000)	0.0%
6091 Funeral/Burial	\$	2,056	\$ 6,168	\$ (4,112)	33.3%
6101 Transportation	\$	57	\$ 40,000	\$ (39,943)	0.1%
6121 Allowances	\$	310	\$ 10,000	\$ (9,690)	3.1%
Total CW Expense	\$	87,255	\$ 614,168	\$ (526,913)	14.2%
Total Expense	\$	87,255	\$ 614,168	\$ (526,913)	14.2%
Net Income	\$	44,286	\$ (173,158)	\$ 217,444	

Town of the City of Bloomington--General Assistance Fund

Checking Account Activity			
<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
0501 - Prairie State Bank & Trust (00)			
06/05/2023	EFT	EFT-Kroger via Valutec	-5,643.10
06/06/2023	37368	Ameren Illinois	-149.21
06/06/2023	37369	Downtowners Apts, The	-82.00
06/06/2023	37370	Thrasher, Raymond E	-200.00
06/06/2023	37371	Coontz, Herbert W& IvaJ, IrrevocableTrust	-313.00
06/06/2023	37372	Hilltop Mobile Home SALES	-345.00
06/06/2023	37373	Jessen, Chad & Micha dba Red Rock Prop	-690.00
06/06/2023	37374	Moore, J Sales %Maple Grove Estates	-1,624.00
06/06/2023	37375	Pelhank, Wayne dba Main Street Apts LLC	-1,388.00
06/06/2023	37376	Ruiz, Francisco	-2,332.00
06/07/2023	37063STOP	Secretary of State of Illinois	5.00
06/08/2023	AC4164683	Treasurer, State of IL, SSI Reimbursement	672.69
06/08/2023	AC4164684	Treasurer, State of IL, SSI Reimbursement	1,035.00
06/13/2023	37377	Moore Enterprises dba Grandview Estates	-345.00
06/13/2023	37378	Traditions Harmony Housing LLC	-916.00
06/13/2023	37379	TP Real Estate LLC	-345.00
06/13/2023	37380	BHA; Blmgtm Housing Authority (rent)	-104.00
06/13/2023	37381	Econ-O-Wash Cleaners/Wilson & Wilson Ent	-25.00
06/13/2023	37382	Young America Realty	-345.00
06/13/2023	37383	Ameren Illinois	-80.60
06/13/2023	37384	Miller Trust, Annetta O dba Miller Prop	-550.00
06/13/2023	37385	Salvation Army	-400.00
06/13/2023	37386	Beck Memorial Home	-2,056.00
06/13/2023	37387	Jessen, Chad & Micha dba Red Rock Prop	-345.00
06/13/2023	37388	Lakewood B LLC dba Lakewood Terrace Apts	-345.00
06/15/2023	37389	All Seasons Properties	-916.00
06/22/2023	2902	Lakewood B LLC dba Lakewood Terrace Apts	916.00
06/27/2023	37390	Ameren Illinois	-736.89
06/27/2023	37391	BHA; Blmgtm Housing Authority (rent)	-286.00
06/27/2023	37392	Home Sweet Home Ministries, Inc	-200.00
06/27/2023	37393	Salvation Army	-600.00
06/27/2023	37394	Lincoln Towers %Mid-Northern Group	-129.00
06/27/2023	37395	Torrington LLC %Young America Realty	-916.00
06/27/2023	37396	Highland B LLC	-345.00
06/27/2023	37397	Lakewood B LLC dba Lakewood Terrace Apts	-1,606.00
06/27/2023	37398	Traditions Harmony Housing LLC	-1,860.00
06/27/2023	37399	BHA; Blmgtm Housing Authority (laundry)	-50.00
06/27/2023	37400	City of Bloomington Water Department	-991.90
06/27/2023	37401	Brady, Edward P %Brady Property Mgmt	-300.00
06/27/2023	37402	Brown, Caire E	-200.00
06/27/2023	37403	Class Act Realty LLC	-345.00
06/27/2023	37404	Edwards, Jack O	-345.00
06/27/2023	37405	HCE Ventures LLC %ETM Inc	-250.00
06/27/2023	37406	M&M Real Estate Partnership LLC %Class Ac	-345.00
06/27/2023	37407	Young America Realty	-916.00
06/27/2023	37408	Traver, Vera A & William S	-200.00
06/27/2023	37409	Hilltop Mobile Home SALES	-345.00
06/27/2023	37410	Corn Belt Energy Corporation	-274.60
06/27/2023	37411	NICOR Gas	-566.17
06/27/2023	37412	Brookridge AptsLLC dba Brookridge Heights	-690.00
06/27/2023	37413	McLean County Land Trust H-187	-345.00
06/27/2023	37414	Moore Enterprises dba Grandview Estates	-345.00
06/30/2023	Credit	Interest	8.95
			<u>-30,088.83</u>

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STATEMENT OF FUNDS--SUPERVISOR

ALL ACCOUNTS

McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

OFFICE OF THE TOWN SUPERVISOR--CEMETERY FUND

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **30th day of June 2023**, showing the amount of public funds on hand at the commencement of said period, the amount of public funds received and from what source received, and the amount of public funds expended and for what purpose expended during said period ending as aforesaid.

The said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the period above stated, the amount of public funds received and the sources from which received, and the amount expended and the purpose for which expended as set forth in said statement.

Subscribed and sworn to before me this **10th day of July 2023**.

Supervisor of the Town of the City of Bloomington, McLean County,
Illinois.

Notary Public

This **10th day of July 2023**.

WE, the undersigned BOARD OF TRUSTEES of EVERGREEN MEMORIAL CEMETERY, TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of EVERGREEN MEMORIAL CEMETERY FUND, and find the same in all respects true and correct and that there appears to be a balance of **\$401,477.22** in ILLINOIS FUNDS (0905) in SPRINGFIELD, ILLINOIS, **\$95,937.33** at HEARTLAND BANK (7774), BLOOMINGTON, McLEAN COUNTY, ILLINOIS and a balance of **\$619,131.49** at HEARTLAND BANK (7782), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the EVERGREEN MEMORIAL CEMETERY FUND of said TOWN.

Cemetery Board President:

Joseph B Gibson

Secretary/Treasurer for Cemetery Board:

Brad A Williams

Cemetery Board Vice President:

Garrett Thalgott

Board of Trustees of the Evergreen Memorial Cemetery, Town of the City of
Bloomington, McLean County, Illinois

This **24th day of July 2023**.

WE, the undersigned BOARD OF TRUSTEES of the TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of CEMETERY FUND, and find the same in all respects true and correct.

WARD 1: Jenna L Kearns

WARD 6: Cody Hendricks

WARD 2: Donna Boelen

WARD 7: Mary "Mollie" Ward

WARD 3: Sheila Montney

WARD 8: Kent Lee

WARD 4: John W Danenberger

WARD 9: Tom Crumpler

WARD 5: Nick Becker

Trustee Mboka Mwilambwe

Board of Trustees of the Town of the City of Bloomington, McLean
County, Illinois

I, the TOWN CLERK of the Town of the City of Bloomington, McLean County, Illinois, do hereby attest that the payouts certified and submitted by the TOWNSHIP SUPERVISOR have been (or will be) made from the Township Treasury AND do hereby certify that the above actions taken by the BOARD OF TRUSTEES of the Town of the City of Bloomington, have approved the Statement of Funds at a regularly constituted meeting of the TOWNSHIP BOARD. I shall retain a copy of this documentation and shall forward the same to the TOWNSHIP SUPERVISOR.

Town Clerk

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Town of the City of Bloomington--Cemetery Fund

Month of: JUNE

Funds at Commencement

Cash: Heartland Bank 7774 (Checking)	\$ 127,456	
Cash: Heartland Bank 7782 (Reserve)	\$ 857,257	
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$ 273,192	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 03/31/2023	\$ 232,457	
Funds at Commencement		\$ 1,490,363

Public Funds Received This Month

Real Estate Tax Levy		\$ 161,796
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Other Funds Received This Month

Opening/Closing Fees	\$ 11,305	
Marker Commission	\$ 4,790	
Sale of Lots	\$ 9,242	
Sale of Crypts	\$ 2,680	
Sale of Niches	\$ 230	
Sales - Other	\$ 388	
Interest: Checking/Reserve	\$ 1,558	
Income from Trusts	\$ 759	
Inspection Fees	\$ 600	
		\$ 31,551

Total Funds Received This Month \$ 193,347

Total Funds Available \$ 1,683,710

Funds Expended This Month

\$ 57,956

Funds at Month End

Cash: Heartland Bank 7774 (Checking)	\$ 95,937	
Cash: Heartland Bank 7782 (Reserve)	\$ 619,131	
Cash: Illinois Fund 0905 (Reserve)	\$ 401,477	
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$ 76,012	
Trust Account: Illinois Fund 0905 (O/C Trust)	\$ 200,739	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 03/31/2023	\$ 232,457	

TOTAL Funds at Month End \$ 1,625,754

Checking Account Activity

Checkbook Balance at Commencement		\$ 127,456
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Opening/Closing Fees	\$ 11,305	
Sale of Lots	\$ 9,242	
Sale of Crypts	\$ 2,680	
Sale of Niches	\$ 230	
Sales - Other	\$ 388	
Marker Commission	\$ 4,790	
Interest: Checking	\$ 2	
Inspection Fees	\$ 600	
Prepaid O/C Deposits transferred (to)/from Trust Acct 7114	\$ (2,800)	
Total Deposits for Month		\$ 26,437

Total Funds Available \$ 153,893

Checks Written

Compensation & Benefits	\$ 41,855	
Administrative Expenses	\$ 11,917	
Cemetery Improvements, Maintenance & Repair	\$ 399	
Cemetery Operations	\$ 3,784	
Total Checks Written		\$ 57,956

Total Checks Written \$ 57,956

Checkbook Balance at Month End \$ 95,937

Bank Reconciliation at Month End

Balance per Bank Statement	\$ 98,481	
Plus Outstanding Deposits	\$ 96	
Less Outstanding Checks	\$ (2,640)	

Checkbook Balance per Reconciliation \$ 95,937

Town of the City of Bloomington--Cemetery Fund

Statement of Receipts and Disbursements

		<u>Jun-23</u>	
Revenue			
40100 Real Estate Tax Levy	\$	161,796	
42000 Opening/Closing Fee	\$	11,305	
42100 Marker Commission	\$	4,790	
42500 Sale of Lots	\$	9,242	
43000 Sale of Crypts	\$	2,680	
43100 Sale of Niches	\$	230	
44900 Sales - Other	\$	388	
43500 Interest: Checking/Reserve	\$	1,558	
49000 Income from Trusts	\$	759	
49021 Inspection Fees	\$	600	
Total Revenue			\$ 193,347
Total Income			\$ 193,347
Expense			
Compensation & Benefits			
50101 Wages: Administrative Staff	\$	5,896	
50102 Wages: Cemetery Staff	\$	26,451	
50201 Payroll Taxes	\$	2,355	
50202 IMRF/Employer (2023 = 5.43%)	\$	1,756	
50203 IDES - Unemployment Insurance	\$	2,040	
50204 Employee Health Insurance	\$	3,357	
Total Compensation & Benefits			\$ 41,855
Administrative Expenses			
51500 Contractual Services	\$	4,230	
52000 Office Supplies	\$	412	
52500 Utilities	\$	851	
55400 Special Event Expenses	\$	5,103	
55450 Other Admin Expenses	\$	1,321	
Total Administrative Expenses			\$ 11,917
Cemetery Improvements, Maintenance & Repair			
57601 Flags & Flag Poles	\$	399	
Total Cemetery Improvements, Maintenance & Repair			\$ 399
Cemetery Operations			
56000 Tree Removal/Monument Repair	\$	2,100	
56500 Equipment Repairs	\$	197	
56600 Cemetery Supplies & Maintenance	\$	556	
56800 Disposal of Leaves/Branches	\$	300	
57602 Grounds Maintenance/Repair	\$	632	
Total Cemetery Operations			\$ 3,784
Total Expense			\$ 57,956
Net Income			\$ 135,391

Town of the City of Bloomington--Cemetery Fund

Year to Date Budget Comparison

Income		<u>Jun-23</u>	<u>FY24 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenue					
40100 Real Estate Tax Levy	\$	261,698	\$ 506,600	\$ (244,902)	51.7%
41000 Personal Property Replacement Tax	\$	43,361	\$ 80,000	\$ (36,639)	54.2%
42000 Opening/Closing Fee	\$	26,640	\$ 90,000	\$ (63,360)	29.6%
42100 Marker Commission	\$	4,790	\$ 9,000	\$ (4,210)	53.2%
42500 Sale of Lots	\$	17,215	\$ 70,000	\$ (52,785)	24.6%
43000 Sale of Crypts	\$	2,740	\$ 11,000	\$ (8,260)	24.9%
43100 Sale of Niches	\$	5,000	\$ 48,000	\$ (43,000)	10.4%
44700 Sale of Burial Supplies	\$	-	\$ 500	\$ (500)	0.0%
44850 Sale of Pet Cemetery Spaces	\$	-	\$ 700	\$ (700)	0.0%
42400 Sales - Other	\$	-	\$ 1,500	\$ (1,500)	0.0%
43500 Interest	\$	1,763	\$ 600	\$ 1,163	293.9%
49000 Income from Trusts	\$	826	\$ 4,000	\$ (3,174)	20.7%
49020 Other Income & Special Events	\$	4,058	\$ 10,000	\$ (5,942)	40.6%
49021 Inspection Fees	\$	1,650	\$ 4,000	\$ (2,350)	41.3%
Total Revenue	\$	369,742	\$ 835,900	\$ (466,158)	44.2%
Total Income	\$	369,742	\$ 835,900	\$ (466,158)	44.2%
Expense					
Compensation & Benefits					
50101 Wages: Administrative Staff	\$	15,626	\$ 76,600	\$ (60,974)	20.4%
50102 Wages: Cemetery Staff	\$	70,748	\$ 292,500	\$ (221,752)	24.2%
50201 Payroll Taxes - FICA	\$	6,249	\$ 24,000	\$ (17,751)	26.0%
50202 IMRF/Employer (2023 = 5.43%)	\$	4,690	\$ 39,000	\$ (34,310)	12.0%
50203 IDES - Unemployment Insurance	\$	2,040	\$ 15,000	\$ (12,960)	13.6%
50204 Employee Health Insurance	\$	10,070	\$ 60,000	\$ (49,930)	16.8%
50205/50206 Other Payroll Expenses	\$	-	\$ 500	\$ (500)	0.0%
Total Compensation & Benefits	\$	109,423	\$ 507,600	\$ (398,177)	21.6%
Administrative Expenses					
51100 Casualty Insurance	\$	21,297	\$ 24,000	\$ (2,703)	88.7%
51500 Contractual Services	\$	7,837	\$ 14,000	\$ (6,163)	56.0%
52000 Office Supplies	\$	982	\$ 4,000	\$ (3,018)	24.6%
52500 Utilities	\$	3,088	\$ 18,500	\$ (15,412)	16.7%
54000 Advertising	\$	-	\$ 4,000	\$ (4,000)	0.0%
54500 Dues/Seminars	\$	-	\$ 600	\$ (600)	0.0%
55500 Legal Expense	\$	-	\$ 600	\$ (600)	0.0%
55100 Audit Expense	\$	-	\$ 7,500	\$ (7,500)	0.0%
55200 Financial Administration	\$	-	\$ 12,200	\$ (12,200)	0.0%
55400 Special Event Expenses	\$	5,172	\$ 9,000	\$ (3,828)	57.5%
55450 Other Admin Expenses	\$	2,939	\$ 5,000	\$ (2,061)	58.8%
57900 Office Equipment	\$	-	\$ 1,000	\$ (1,000)	0.0%
Total Administrative Expenses	\$	41,315	\$ 100,400	\$ (59,085)	41.1%
Cemetery Improvements, Maintenance & Repairs					
57601 Flags & Flag Poles	\$	8,567	\$ 15,000	\$ (6,433)	57.1%
57800 Operating Equipment	\$	4,892	\$ 8,000	\$ (3,108)	61.2%
58260 Columbariums	\$	-	\$ 200,000	\$ (200,000)	0.0%
58300 Veterans Memorial	\$	-	\$ 10,000	\$ (10,000)	0.0%
58400 Scattering Grounds/Ossuary	\$	-	\$ 2,000	\$ (2,000)	0.0%
Total Cemetery Improvements, Maintenance & Repairs	\$	13,459	\$ 235,000	\$ (221,541)	5.7%

Town of the City of Bloomington--Cemetery Fund

Year to Date Budget Comparison (cont.)

	<u>Jun-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Cemetery Operations				
55500 Fuel, Oil & Equipment	\$ 1,986	\$ 15,000	\$ (13,014)	13.2%
56000 Tree Removal/Monument Repair	\$ 2,100	\$ 19,000	\$ (16,900)	11.1%
56500 Equipment Repairs	\$ 2,035	\$ 12,000	\$ (9,965)	17.0%
56600 Cemetery Supplies & Maintenance	\$ 1,128	\$ 15,000	\$ (13,872)	7.5%
56700 Rental Equipment & Leasing	\$ -	\$ 12,000	\$ (12,000)	0.0%
56800 Removal of Leaves/Branches	\$ 835	\$ 4,000	\$ (3,165)	20.9%
57000 Office Repairs & Maintenance	\$ -	\$ 2,000	\$ (2,000)	0.0%
57602 Grounds Maintenance/Repairs	\$ 840	\$ 25,000	\$ (24,160)	3.4%
57603 Road, Fence, Lot, Drains	\$ 2,560	\$ 20,000	\$ (17,440)	12.8%
57700 Equipment Building	\$ -	\$ 1,500	\$ (1,500)	0.0%
58100 Grave Markers	\$ 603	\$ 15,000	\$ (14,397)	4.0%
59900 Other Cemetery Expenses	\$ 23	\$ 1,000	\$ (977)	2.3%
Total Cemetery Operations	\$ 12,110	\$ 141,500	\$ (129,390)	8.6%
Total Expense	\$ 176,307	\$ 984,500	\$ (808,193)	17.9%
Net Income	\$ 193,434	\$ (148,600)	\$ 342,034	

Town of the City of Bloomington--Cemetery Fund

Checking Account Activity			
<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
10500 Heartland (7774)			
06/01/2023	Deposit	HBT - Heartland Bank & Trust	96.80
06/02/2023	Deposit	HBT - Heartland Bank & Trust	76.93
06/04/2023	Deposit	HBT - Heartland Bank & Trust	96.80
06/05/2023	Deposit	HBT - Heartland Bank & Trust	221.04
06/06/2023	42486	COMCAST Business	-221.82
06/06/2023	42487	Dave Capodice Excavating Inc	-829.76
06/06/2023	Deposit	HBT - Heartland Bank & Trust	193.15
06/08/2023	Deposit	HBT - Heartland Bank & Trust	305.00
06/09/2023	Deposit	HBT - Heartland Bank & Trust	48.25
06/12/2023	Deposit	HBT - Heartland Bank & Trust	3,412.57
06/13/2023	42488	VISA BMCU...1484	-2,487.81
06/13/2023	42489	Embark Tree Removal	-2,100.00
06/13/2023	42490	Don Owen Tire Service Inc	-97.53
06/13/2023	42491	Nord Outdoor Power	-59.28
06/13/2023	42492	RP Lumber Company Inc	-20.94
06/13/2023	42493	McLean County Museum of History	-5,000.00
06/13/2023	20230613	Rowe, Dorothy	-600.00
06/13/2023	20230613	Storrs, Edward & Pamala	-2,200.00
06/14/2023	Deposit	HBT - Heartland Bank & Trust	23.97
06/15/2023	20230615	Payroll Direct Deposit	-12,322.34
06/15/2023	41047273	EFTPS - IRS	-4,037.02
06/15/2023	0653884112	IL Dept of Revenue	-777.17
06/15/2023	Deposit	HBT - Heartland Bank & Trust	450.00
06/15/2023	Deposit	HBT - Heartland Bank & Trust	96.80
06/16/2023	Deposit	HBT - Heartland Bank & Trust	2,025.82
06/20/2023	Deposit	HBT - Heartland Bank & Trust	47.95
06/21/2023	Deposit	HBT - Heartland Bank & Trust	96.35
06/21/2023	Deposit	HBT - Heartland Bank & Trust	3,749.80
06/22/2023	Deposit	HBT - Heartland Bank & Trust	13,490.11
06/22/2023	Deposit	HBT - Heartland Bank & Trust	385.76
06/23/2023	Deposit	HBT - Heartland Bank & Trust	194.32
06/27/2023	42494	City of Bloomington Water Dept	-523.58
06/27/2023	42495	Wollenschlager, Dale W, Masonry	-4,230.00
06/27/2023	42496	NICOR Gas	-105.70
06/27/2023	42497	Morris Avenue Garage	-40.00
06/27/2023	42498	City of Bloomington TWP - Reimburse	-8,249.41
06/29/2023	Deposit	HBT - Heartland Bank & Trust	291.00
06/29/2023	Deposit	HBT - Heartland Bank & Trust	3,452.00
06/30/2023	20230630	Payroll Direct Deposit	-10,496.19
06/30/2023	43832473	EFTPS - IRS	-3,279.96
06/30/2023	0986232528	IL Dept of Revenue	-652.95
06/30/2023	0799618768	IDES - IL Dept of Emp Sec	-2,040.32
06/30/2023	Deposit	HBT - Heartland Bank & Trust	96.35
06/30/2023	Credit	Interest	2.13
Total			<u><u>-31,518.88</u></u>

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CERTIFICATE FOR PAYMENT OF ACCOUNTS

CEMETERY FUND ACCOUNTS
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

OFFICE OF THE TOWN SUPERVISOR--CEMETERY FUND ACCOUNTS

I, the CEMETERY MANAGER of EVERGREEN MEMORIAL CEMETERY, a component unit of the Town of the City of Bloomington, McLean County, Illinois, do hereby attest that the payouts certified and submitted to the CEMETERY BOARD OF TRUSTEES of EVERGREEN MEMORIAL CEMETERY, a component unit of the Town of the City of Bloomington, have passed this Motion at a regularly constituted Meeting of the CEMETERY BOARD. I shall retain a copy of this documentation and shall forward the same to the Township Supervisor for payment within twenty (20) days after presentation of this Certificate to the Town Supervisor.

Misty Porter, Cemetery Manager

That attached hereto as Exhibit "A" are requests for payment of various bills that have become due since the last meeting of the Cemetery Board of Trustees. These amounts include billings that have been received from **June 13, 2023 through July 10, 2023.**

That said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following bills are correct, reasonable and unpaid and should receive the approval of the Cemetery Board of Trustees.

Subscribed and sworn to before me this **10th day of July 2023.**

Supervisor of the Town of the City of Bloomington, McLean County, Illinois.

Notary Public

This **10th day of July 2023.**

WE, the undersigned CEMETERY BOARD OF TRUSTEES, do hereby authorize payment of the bills attached hereto as Exhibit "A". We have examined the foregoing proposed claims and find the same in all respects true and correct and that there is a verified statement from the Township Supervisor indicating that these amounts should be paid and that the CEMETERY BOARD OF TRUSTEES of the Town of the City of Bloomington, at a regularly constituted Meeting and by Motion agreed to by majority of the members of the CEMETERY BOARD OF TRUSTEES, said amounts shall be paid in accordance with 60 ILCS 1/80-50.

Cemetery Board President:

Joseph B Gibson

Secretary/Treasurer for Cemetery Board:

Brad A Williams

Cemetery Board Vice President:

Garrett Thalgott

Board of Trustees of the Evergreen Memorial Cemetery, Town of the City of
Bloomington, McLean County, Illinois

CEMETERY FUND: Exhibit "A" - REQUEST FOR PAYMENT: **July 10, 2023 Meeting**

ACCT	VENDORS	DESCRIPTION	Date Due	Amount
56600	C A Joseph Co Inc	Crypt Sealers & delivery charge (estimated)	7/31/23	\$275.00
56000	Embark Tree Removal	large tree branch removal emergency (estimated)	7/31/23	\$1,600.00
52000	Kaeb Janitorial Supplies/VISA	Towel Dispenser & paper towels (estimated)	7/31/23	\$200.00
56600	Lowe's/Others/VISA	marking supplies, outdoor lightbulbs (estimated)	7/31/23	\$200.00
56700	Midwest Construction Rental/Others/VISA	stump grinder rental (estimated)	7/31/23	\$350.00
54000	Pantagraph-Lee Industries-Central IL/VISA	Advertising: RFP (estimated)	7/31/23	\$146.40
58260	Pontiac Granite	4 columbarium units (estimated)	7/31/23	\$199,650.00
58100	Pontiac Granite Company	bronze plaque (estimated)	7/31/23	\$2,000.00
56600	Ron Smith Printing Co/Others/VISA	Maps update (estimated)	7/31/23	\$620.00
56600	Walmart/VISA	map frame (estimated)	7/31/23	\$135.00
TOTAL: Requests for Payments				\$205,176.40

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CERTIFICATE FOR PAYMENT OF ACCOUNTS--SUPERVISOR

ALL ACCOUNTS
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

OFFICE OF THE TOWN SUPERVISOR--ALL ACCOUNTS

That attached hereto as Exhibit "A" are requests for payment of various bills that have become due since the last meeting of the Board of Trustees. These amounts include billings that have been received from **June 27, 2023 to July 24, 2023**.

That said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following bills are correct, reasonable and unpaid and should receive the approval of the Board of Trustees.

Subscribed and sworn to before me this **24th day of July 2023**.

Supervisor of the Town of the City of Bloomington, McLean County,
Illinois.

Notary Public

This **24th day of July 2023**.

WE, the undersigned BOARD OF TRUSTEES, do hereby authorize payment of the bills attached hereto as Exhibit "A". We have examined the foregoing proposed claims and find the same in all respects true and correct and that there is a verified statement from the Supervisor indicating that these amounts should be paid and that the BOARD OF TRUSTEES of the Town of the City of Bloomington, at a regularly constituted meeting of the BOARD OF TRUSTEES and by Motion agreed to by majority of the members of the TOWNSHIP BOARD, said amounts shall be paid in accordance with 60 ILCS 1/80-50.

WARD 1: Jenna L Kearns

WARD 6: Cody Hendricks

WARD 2: Donna Boelen

WARD 7: Mary "Mollie" Ward

WARD 3: Sheila Montney

WARD 8: Kent Lee

WARD 4: John W Danenberger

WARD 9: Tom Crumpler

WARD 5: Nick Becker

Trustee Mboka Mwilambwe

Board of Trustees of the Town of the City of Bloomington, McLean
County, Illinois

I, the TOWN CLERK of the Town of the City of Bloomington, McLean County, Illinois, do hereby attest that the payouts certified and submitted by the TOWNSHIP SUPERVISOR will be made from the Township Treasury AND do hereby certify that the above actions taken by the BOARD OF TRUSTEES of the Town of the City of Bloomington, have approved the Statement of Funds at a regularly constituted meeting of the TOWNSHIP BOARD. I shall retain a copy of this documentation and shall forward the same to the TOWNSHIP SUPERVISOR.

Town Clerk

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GENERAL TOWN ADMINISTRATION FUND: Exhibit "A"

REQUEST FOR PAYMENT: **July 24, 2023** Meeting

Compensation (Salaries)			Due	Amount
7011	TWP Supervisor	D Skillrud	07/31/23	\$ 3,916.67
7011	TWP Supervisor	D Skillrud	08/15/23	\$ 3,916.67
7021	TWP Assessor	S Scudder	07/31/23	\$ 4,000.00
7021	TWP Assessor	S Scudder	08/15/23	\$ 4,000.00
7041	Town Trustee 06/26/2023	Ward 1: J Kearns	09/30/23	\$ 20.00
7041	Town Trustee 06/26/2023	Ward 2: D Boelen	09/30/23	\$ 20.00
7041	Town Trustee 06/26/2023	Ward 3: S Montney	09/30/23	\$ 20.00
7041	Town Trustee 06/26/2023	Ward 4: J Danenberger	09/30/23	\$ 20.00
7041	Town Trustee 06/26/2023	Ward 5: N Becker	09/30/23	\$ 20.00
7041	Town Trustee 06/26/2023	Ward 6: C Hendricks	09/30/23	\$ 20.00
7041	Town Trustee 06/26/2023	Ward 7: M Ward	09/30/23	\$ 20.00
7041	Town Trustee 06/26/2023	Ward 8: K Lee	09/30/23	\$ 20.00
7041	Town Trustee 06/26/2023	Ward 9: T Crumpler	09/30/23	\$ 20.00
7041	Town Trustee 06/26/2023	Trustee M Mwilambwe	09/30/23	\$ 20.00
Compensation (Salaries) TOTAL				\$ 16,033.34
Assessor's Claims				
9151	Auto Expense	BMCU Visa/COB/WEX/PAL/Waldon/Zook/Others (Estimated)	07/31/23	\$ 100.00
9251	Education/Meetings/Conferences	BMCU Visa/IAAO/IPAI/ILDOR/Others (Estimated)	07/31/23	\$ 1,000.00
9301	Computer Services	BMCU Visa/Craftsman/CoreLogic/Others (Estimated)	07/31/23	\$ 300.00
9301	Computer Services	BMCU Visa/COB/GoToMyPC/Others	07/31/23	\$ 1,281.30
Assessor's Claims TOTAL				\$ 2,681.30
Community Agency Funding				
1023	Community Medical	Faith In Action	07/31/23	\$ 15,000.00
1025	GA Client Services/Workfare Development	BMCU VISA/Menard's/Lowe's/Walmart/\$ General/Others (Estima	07/31/23	\$ 185.77
1025	GA Client Services/Workfare Development	BMCU VISA/U-Haul/Wex/Skillrud/Others (Estimated)	07/31/23	\$ 1,692.25
1026	Youth Services	Milestones	07/31/23	\$ 25,000.00
1026	Youth Services	Baby Fold	07/31/23	\$ 10,000.00
1027	Senior Services	Normal Township ARC (Senior Center)	07/31/23	\$ 40,000.00
1027	Senior Services	OSF/SBL Peace Meal Senior Nutrition Program/Others	07/31/23	\$ 20,000.00
1027	Senior Services	Prairie State Legal Services Inc	07/31/23	\$ 10,000.00
Community Agency Funding TOTAL				\$ 121,878.02
Services & Expenses				
1045	Special Projects	BMCU VISA/Others	07/31/23	\$ 2,500.00
1045	Special Projects	J Spencer Construction LLC - moving furniture, fixtures & equipm	07/31/23	\$ 6,000.00
Services & Expenses TOTAL				\$ 8,500.00
Capital Fund Reserve				
2100	Township Building Improvements	J Spencer Construction LLC	07/31/23	\$ 763,000.00
2100	Township Building Improvements	J Spencer Construction LLC - windscreens	07/31/23	\$ 32,000.00
2100	Township Building Improvements	J Spencer Construction LLC - RFI #1 HVAC Mini-split low ambien	07/31/23	\$ 2,267.00
Capital Fund Reserve TOTAL				\$ 797,267.00
Supervisor's Claims				
8161	Education/Conference/Meetings	BMCU VISA/D Skillrud/Others (Estimated)	07/31/23	\$ 650.74
Supervisor's Claims TOTAL				\$ 650.74
TOTAL Request for Payment				\$ 947,010.40

Town of the City of Bloomington

STATEMENT OF FUNDS

Month of: **JUNE**

		Cemetery Public Fund	General Town Fund	General Assistance	COMBINED FUNDS
Public Fund Balances at Beginning of Month		\$ 984,713	\$ 3,794,730	\$ 555,644	\$ 5,335,087
Revenues	Interest	\$ 1,558	\$ 14,694	\$ 1,750	\$ 18,001
	Other Income & Special Events		\$ 2,270		\$ 2,270
	Marker Commission	\$ 4,790			\$ 4,790
	Opening/Closing Fees	\$ 11,305			\$ 11,305
	Sales	\$ 12,540			\$ 12,540
	Inspection Fees	\$ 600			\$ 600
	Refunds and Recoveries			\$ 1,708	\$ 1,708
	Prepaid O/C Deposits transferred (to)/from Trust Acct 7114	\$ (2,800)			\$ (2,800)
	Real Estate Tax Levy	\$ 161,796	\$ 525,281	\$ 63,894	\$ 750,971
	Total Revenues	\$ 189,789	\$ 542,244	\$ 67,352	\$ 799,385
Expenditures	Administrative Expenses	\$ 11,917			\$ 11,917
	Assessor's Office		\$ 2,359		\$ 2,359
	Capital Improvements	\$ 399			\$ 399
	Casework/General Assistance			\$ 31,805	\$ 31,805
	Cemetery Operations	\$ 3,784			\$ 3,784
	Community Agency Funding		\$ 11,385		\$ 11,385
	Compensation & Benefits	\$ 41,855	\$ 75,782		\$ 117,637
	Services & Expenses		\$ 1,092		\$ 1,092
	Supervisor's Office		\$ 2,271		\$ 2,271
	Total Expenditures	\$ 57,956	\$ 92,889	\$ 31,805	\$ 182,650
Public Fund Balances at Month End		\$ 1,116,546	\$ 4,244,085	\$ 591,191	\$ 5,951,822

Revenue Distribution Report

Fiscal Year To Date ~ **FY2024**

		Cemetery Fund	Town Admin. Fund	General Assistance	COMBINED FUNDS
	FY2024 Tax Levy Extension for Tax Year 2022	\$ 506,661	\$ 1,644,906	\$ 200,084	\$ 2,351,650
	Percentage	21.5449%	69.9469%	8.5082%	100.0000%
FY2024 Personal Property Replacement Tax					
	04/06/2023 03-2023	\$ 16,534	\$ 53,680	\$ 6,530	\$ 76,744
	05/04/2023 04-2023	\$ 26,827	\$ 87,094	\$ 10,594	\$ 124,515
	TOTAL	\$ 43,361	\$ 140,774	\$ 17,124	\$ 201,259
FY2024 Tax Levy Extension for Tax Year 2022					
	05/25/2023 01-2023	\$ 99,902	\$ 324,339	\$ 39,452	\$ 463,693
	06/09/2023 02-2023	\$ 101,765	\$ 330,386	\$ 40,187	\$ 472,338
	06/26/2023 03-2023	\$ 60,031	\$ 194,895	\$ 23,707	\$ 278,633
	TOTAL	\$ 261,698	\$ 849,620	\$ 103,346	\$ 1,214,664



REGULAR AGENDA ITEM NO. 5.C.

FOR CITY OF BLOOMINGTON TOWNSHIP: July 24, 2023

WARD IMPACTED: Town of the City of Bloomington

SUBJECT: Consideration and Action to Approve the July 24, 2023 General Town Fund Request for Payments

RECOMMENDED MOTION: The July 24, 2023 Request for Payments be approved

STRATEGIC PLAN LINK:

STRATEGIC PLAN SIGNIFICANCE:

BACKGROUND: Pursuant to Township Code 60 ILCS 1/80-10, the Township Board must examine and audit the accounts before any bills are paid (excluding general assistance and wages and taxes) and may approve bills in a summary statement. Township is presenting this request for payment for Board approval.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: The amount approved for payment by the Cemetery Board of Trustees from the Cemetery Fund is \$205,176.40.

The amount requested for approval by the Board of Trustees from the General Town Administration Fund is \$947,010.40, which includes \$797,267.00 for the fully approved amount of the J Spencer Construction LLC contract. This allows Township to make payments immediately as the invoices are presented so construction schedule delays are avoided.

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell



REGULAR AGENDA ITEM NO. 6.A.

FOR CITY OF BLOOMINGTON TOWNSHIP: July 24, 2023

WARD IMPACTED: Town of the City of Bloomington

SUBJECT: Proposed Fiscal Year 2024 Budget Amendment

RECOMMENDED MOTION: The proposed Fiscal Year 2024 Amended Budget be accepted and placed on file for a thirty day review period

STRATEGIC PLAN LINK:

STRATEGIC PLAN SIGNIFICANCE:

BACKGROUND: Illinois Municipal Budget law (50 ILCS 330/3) allows local governments to amend their budgets from time to time by the same procedure as provided for in the original adoption of a budget and appropriation ordinance.

City of Bloomington Township is presenting the proposed amended budget for the General Town and General Assistance funds to reflect better-than-expected investment returns and a change in anticipated expenditures across several line items.

Changes to the General Town Fund are as follows:

- \$173,000 increase in revenue, which includes \$65,000 additional investment/interest income as a result of moving monies to the Illinois Fund, and \$100,000 more in anticipated Personal Property Replacement Tax (PPRT)
- \$15,000 increase in IMRF expenses than originally forecasted
- \$52,000 increase in Equipment expenses for replacing office furniture following the COBT building renovation project

Changes to the General Assistance Fund are as follows:

- \$35,000 increase in revenue, which includes \$20,000 additional investment/interest income as a result of moving monies to the Illinois Fund, and \$15,000 more in anticipated PPRT
- \$10,000 increase in SSI Refunds and Recoveries
- \$35,000 reduction in budgeted transportation expenses as a result of Connect Transit suspending bus fares periodically over the past few years

The proposed amended budget also corrects a clerical issue on the original budget and appropriation ordinance: while the overall totals were correct, a subtotal within Services and Expenses was miscalculated (subtotal should have been \$445,791 but was presented as \$420,791).

A Public Hearing will be held on Monday August 28, 2023 just prior to the Town of the City of Bloomington Board of Trustees regularly scheduled meeting.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: The proposed amended budget will be placed on file and notice will be published in the Pantagraph thirty days prior to the public hearing.

FINANCIAL IMPACT: The financial impact on the General Town Fund is a net increase in the Ending Fund Balance of \$105,954 (or from \$1,713,260 to \$1,818,214). The financial impact on the General Assistance Fund is a net increase in the Ending Fund Balance of \$80,000 (or from \$277,038 to \$357,038). There are no changes to the Cemetery Fund.

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell

ATTACHMENTS:

[6A FY2024 Proposed Amended Budget BOUND.pdf](#)

Town of the City of Bloomington
FY2024 AMENDED Budget ~ PROPOSED
FY2024: 04/01/2023 - 03/31/2024

BUDGET SUMMARY		Cemetery Fund	General Town Fund	General Assistance Fund	COMBINED FUNDS
Projected Beginning Balance		1,167,043	3,516,730	450,196	5,133,968
Projected Revenues	Interest	600	100,000	21,000	121,600
	Income from Trusts	4,000			4,000
	Other Income & Special Events	10,000	47,000	10	57,010
	Township Litigation Income		25		25
	Personal Property Replacement Tax	80,000	400,000	45,000	525,000
	Opening/Closing Fee	90,000			90,000
	Marker Commission	9,000			9,000
	Sales	131,700			131,700
	Inspection Fee	4,000			4,000
	Refunds and Recoveries			20,000	20,000
	Tax Levy	506,600	1,645,000	200,000	2,351,600
	Proceeds from Loan				0
	Transferred from GT			200,000	200,000
Total Projected Revenues		835,900	2,192,025	486,010	3,513,935
Projected Expenditures	Administrative Expenses	100,400			100,400
	Assessor's Office		150,144		150,144
	Capital Fund Reserve		1,317,909		1,317,909
	Cemetery Improvements, Maintenance & Repairs	235,000			235,000
	Casework/General Assistance			579,168	579,168
	Cemetery Operations	141,500			141,500
	Community Agency Funding		340,000		340,000
	Compensation & Benefits	507,600	1,288,246		1,795,846
	Services & Expenses		445,791		445,791
	Supervisor's Office		147,450		147,450
	GT Funds Transferred to GA Fund		200,000		200,000
	Total Projected Expenditures	984,500	3,889,540	579,168	3,763,509
Projected Ending Balance		1,018,443	1,819,214	357,038	3,194,695

Average Monthly Expenditures	82,042	183,320	48,264	313,626
Number of Months in Reserve at end of FY	12.41	9.92	7.40	10.19
Tax Levy Split Percentages	0.2154	0.6995	0.0850	1

* "Building Repairs", "Special Projects" & "Capital Fund Reserve" are not included in totals to compute "Average Monthly Expenditures" or "Number of Months in Reserve at end of FY"

LEVY COMPARISONS	<i>Tax Year:</i>	2019	2020	2021	2022
Cemetery Fund		506,600	506,600	506,600	506,600
General Town Fund		1,645,000	1,645,000	1,645,000	1,645,000
General Assistance Fund		200,000	200,000	200,000	200,000
Total LEVY		2,351,600	2,351,600	2,351,600	2,351,600

7/20/2023

Town of the City of Bloomington

Cemetery Fund FY2024 Budget

FY2024: 04/01/2023 - 03/31/2024

Cemetery Fund		FY2020 Actual		FY2021 Actual		FY2022 Actual		FY2023 Actual	FY2024 BUDGET
Beginning Public Fund Balance			465,097		453,742		737,764	944,330	1,167,043
Revenues	Interest		1,904		615		531	1,066	600
	Income from Trusts		7,769		12,900		2,549	3,223	4,000
	Personal Property Replacement Tax		48,552		43,392		96,994	146,453	80,000
	Opening/Closing Fee		81,150		87,970		107,355	112,245	90,000
	Marker Commission		12,295		8,156		8,490	8,551	9,000
	Sales		95,030		117,956		123,609	110,407	131,700
	Sale of Lots	46,827		76,520		67,603		80,157	70,000
	Sale of Crypts	13,730		18,860		11,620		2,725	11,000
	Sale of Niches	31,729		19,480		42,586		26,315	48,000
	Sale of Burial Supplies	500		300		350		10	500
	Sale of Pet Cemetery Spaces	200		1,510		850		1,000	700
	Other Sales	2,044		1,286		600		200	1,500
	Inspection Fee		2,025		3,075		3,900	3,725	4,000
	Other Income & Special Events		9,111		9,196		15,831	12,513	10,000
	Tax Levy		505,861		506,314		506,502	506,589	506,600
	Total Revenues		763,697		789,574		865,761	904,772	835,900
Expenditures	Administrative Expenses		82,317		79,269		86,408	80,707	100,400
	Casualty Insurance	20,711		20,840		20,299		21,630	24,000
	Contractual Services	6,301		8,168		12,741		6,545	14,000
	Office Supplies	2,353		2,821		3,021		2,572	4,000
	Utilities	16,526		15,522		15,101		15,929	18,500
	Advertising	144		1,056		931		3,096	4,000
	Dues/Seminars	350		500		350		350	600
	Legal Expense	285		0		0		0	600
	Audit Expense	6,950		7,150		7,250		7,000	7,500
	COBT for Financial Administration	12,200		12,200		12,200		12,200	12,200
	Special Event Expenses	9,720		6,802		8,839		5,698	9,000
	Other Admin Expenses	5,103		4,211		5,676		5,337	5,000
	Office Equipment	1,674		0		0		350	1,000
	Cemetery Improvements, Maintenance & Repairs		156,304		79,968		59,733	79,519	235,000
	Flags & Poles	4,393		4,780		14,874		5,318	15,000
	Operating Equipment	46,769		14,388		14,632		74,201	8,000
	Columbariums	0		0		0		0	200,000
	Mausoleum (including debt service)	62,292		60,792		30,227		0	0
	Veterans Memorial	42,850		0		0		0	10,000
	Scattering Grounds/Ossuary	0		9		0		0	2,000
	Cemetery Operations		147,941		36,157		118,676	111,538	141,500
	Fuel, Oil & Equipment	7,860		5,665		8,016		9,754	15,000
	Tree Removal/Monument Repair	36,300		12,360		16,700		9,950	19,000
	Equipment Repairs	4,266		1,530		6,545		8,339	12,000
	CEM Supplies & Maintenance	3,483		72		6,824		9,895	15,000
	Rental Equipment & Leasing	132		0		0		2,103	12,000
	Removal of Leaves/Branches	1,600		3,200		2,038		2,658	4,000
	Office Repairs & Maintenance	24,356		27		482		4,800	2,000
	Grounds Maintenance/Repair	10,044		7,610		19,209		17,670	25,000
	Road, Fence, Lot, Drains	38,379		18		45,625		31,785	20,000
	Equipment Building	0		1,048		128		186	1,500
	Other CEM Expenses	7,572		15		0		1,003	1,000
	Grave Markers	13,949		4,610		13,110		13,395	15,000
	Compensation & Benefits		388,491		310,158		394,378	410,296	507,600
	Wages: Administrative Staff	73,867		59,150		68,539		59,762	76,600
	Wages: Cemetery Staff	205,315		167,453		223,110		246,828	292,500
	Trustee Compensation	917		0		0		0	0
	Payroll Taxes	19,747		16,195		21,041		22,094	24,000
	IMRF	27,043		24,844		30,604		25,946	39,000
	IDES - Unemployment	8,566		6,517		8,621		9,903	15,000
	Employee Health Insurance, Etc.	52,325		35,524		41,930		45,484	60,000
	Other Payroll Expenses	711		475		533		280	500
	Total Expenditures		775,053		505,552		659,195	682,060	984,500
Other Financing Sources In/(Out)									
Ending Public Fund Balance			453,741		737,764		944,330	1,167,043	1,018,443
Average Monthly Expenditures			64,588		42,129		54,933	56,838	82,042
Number of Months in Reserve at end of FY			7.03		17.51		17.19	20.53	12.41

7/20/2023

General Assistance Fund		FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Budget	PROPOSED FY2024 AMENDED Budget
Beginning Fund Balance		638,968	513,346	490,032	538,224	450,196	450,196
Revenues	Interest	1,592	1,255	1,021	2,460	1,000	21,000
	Other Income	32	9	-	-	10	10
	Personal Property Replacement Tax	19,167	17,122	38,292	57,835	30,000	45,000
	Refunds and Recoveries	43,750	37,951	25,658	40,269	10,000	20,000
	Tax Levy	199,696	199,783	199,960	103,346	200,000	200,000
	Transferred from GT		-	-	-	200,000	200,000
	Total Revenues	264,237	256,120	264,931	203,910	441,010	486,010
Expenditures	Groceries/Personal Essentials	91,905	85,876	56,435	50,072	78,000	78,000
	Rent	177,841	129,764	78,803	82,844	200,000	200,000
	Utilities	24,883	18,821	10,257	7,115	50,000	50,000
	Medical	-	-	-	-	20,000	20,000
	Emergency Assistance	57,392	38,360	67,122	147,818	200,000	200,000
	Hospital	-	-	-	-	10,000	10,000
	Burial	-	1,000	2,056	2,056	6,168	6,168
	Transportation	29,061	893	238	231	40,000	5,000
	Allowances	8,777	4,720	1,828	1,802	10,000	10,000
	Total Expenditures	389,859	279,434	216,739	291,938	614,168	579,168
Ending Fund Balance		513,346	490,032	538,224	450,196	277,038	357,038
Average Monthly Expenditures		32,488	23,286	18,062	24,328	51,181	48,264
Number of Months in Reserve at end of FY		15.80	21.04	29.80	18.51	5.41	7.40

7/20/2023

Town of the City of Bloomington

General Town Fund FY2024 Budget

FY2024: 04/01/2023 - 03/31/2024

General Town Fund	FY2020 Actual	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 Actual	FY2024 Budget	PROPOSED FY2024 AMENDED BUDGET
Beginning Fund Balance	1,509,688	1,932,227	2,396,761	2,944,257	3,516,730	3,516,730
Revenue						
Interest	17,745	6,085	4,064	61,179	35,000	100,000
Other Income	36,211	51,218	34,924	37,546	32,000	40,000
Other Income: Grants	0	5,000	8,800	0	5,000	5,000
Other Income: GA Administration	0	0	1,295	2,190	2,000	2,000
Township Litigation Income	0	0	0	0	25	25
Personal Property Replacement Tax	157,666	140,871	314,934	475,541	300,000	400,000
Tax Levy	1,642,699	1,643,738	1,644,570	1,644,925	1,645,000	1,645,000
Total Revenue	1,854,320	1,846,912	2,008,586	2,221,382	2,019,025	2,192,025
Expenditures						
Assessor's Office	60,651	62,462	52,659	74,484	150,144	150,144
Rent/Debt Service	0	0	0	0	11,544	11,544
Auto Expense	751	2,844	1,044	2,830	5,000	5,000
Telephone	2,896	2,887	3,081	2,499	3,000	3,000
Utilities	4,824	4,904	5,366	5,656	5,800	5,800
Postage	0	165	0	0	300	300
Office Supplies	3,286	4,182	635	4,010	2,000	2,000
Publications & Printing	227	0	0	30	500	500
Equipment	2,546	3,384	1,140	5,422	6,000	6,000
Equipment Repair/Rental	0	0	0	0	1,500	1,500
Education/Meetings/Conferences	7,751	3,040	1,893	13,225	17,000	17,000
Replating & Remapping	0	0	0	0	9,000	9,000
Appraisal Services	11,101	13,259	13,145	11,740	34,000	34,000
Janitorial	1,800	1,800	1,825	2,100	2,000	2,000
Computer Services	23,993	23,913	20,446	25,059	20,000	20,000
Mapping/GIS Services	0	0	2,100	0	30,000	30,000
Membership Dues	1,475	2,085	1,983	2,112	2,500	2,500
Community Agency Funding	141,799	175,216	149,054	241,367	340,000	340,000
Community Medical	18,500	18,500	18,500	15,000	25,000	25,000
GA Client Service Funding	19,799	51,502	6,950	35,918	50,000	50,000
Youth Services	35,000	35,000	45,000	35,000	35,000	35,000
Senior Services	68,500	68,500	68,500	80,000	80,000	80,000
Grant #1: H.E.R.E.	0	1,714	0	75,449	150,000	150,000
CERP	0	0	10,104	0	0	0
Compensation & Benefits	1,141,892	1,040,539	1,061,804	1,017,790	1,273,201	1,288,246
TWP Supervisor	94,000	94,000	94,000	94,000	94,000	94,000
TWP Assessor	96,000	96,000	96,000	96,000	96,000	96,000
Town Clerk	2,400	2,400	2,400	2,400	2,500	2,500
Town Trustees	2,320	2,500	2,280	2,160	2,800	2,800
GA Staff	332,702	292,826	302,193	316,959	400,000	400,000
Deputy Assessors	334,415	294,159	307,188	274,436	404,000	404,000
IMRF	83,572	82,784	81,429	62,315	64,955	80,000
FICA	61,045	55,465	57,701	56,795	76,446	76,446
Group Medical	134,543	119,328	117,454	111,401	130,000	130,000
State Unemployment	896	1,077	1,159	1,324	2,500	2,500
Services & Expenses	51,325	62,103	161,239	273,871	445,791	445,791
Membership Dues	1,765	1,667	1,661	1,720	2,000	2,000
Auditing Expense	6,950	7,150	7,250	7,000	7,500	7,500
Legal Expense	11,174	5,358	3,990	4,617	12,000	12,000
Insurance	13,242	12,773	12,978	11,647	13,000	13,000
Publishing	262	686	1,024	698	2,500	2,500
Other Expenditures	2,759	2,237	2,429	1,850	7,500	7,500
Debt Service: Principle & Interest	0	0	0	0	1,000	1,000
Building Maintenance	10,032	8,578	11,213	8,938	20,000	20,000
Janitorial Services & Supplies	4,269	5,855	4,290	4,849	6,000	6,000
Building Security	0	0	0	0	2,500	2,500
Building Repairs #1	0	0	87,429	155,461	131,791	131,791
Building Repairs #2	0	0	0	0	50,000	50,000
Special Projects #1	0	0	0	77,091	75,000	75,000
Special Projects #2	871	17,798	28,976	0	90,000	90,000
Special Projects #3: Decennial	0	0	0	0	25,000	25,000
Capital Fund Reserve	0	0	0	0	1,317,909	1,317,909
Township Building Improvements #1	0	0	0	0	409,729	409,729
Township Building Improvements #2	0	0	0	0	908,179	908,179
Program Facility	0	0	0	0	1	1
Supervisor's Office	36,113	42,058	36,335	41,397	95,450	147,450
Postage	1,427	1,425	2,361	1,733	3,000	3,000
Rent/Debt Service	0	0	0	0	20,000	20,000
Janitorial	2,250	2,250	2,281	2,625	3,500	3,500
Utilities	7,229	7,356	8,050	8,484	10,000	10,000
Telephones	3,635	3,748	3,591	4,267	5,000	5,000
Car Expense	1,884	1,086	1,496	203	3,500	3,500
Education/Conference/Meetings	2,481	1,256	649	3,442	4,000	4,000
Equipment	323	4,521	0	300	5,000	57,000
Equipment Repair/Rental	2,934	3,332	3,557	3,716	6,000	6,000
Office Supplies	2,489	5,724	3,244	4,760	6,000	6,000
Printing	39	0	0	0	3,000	3,000
Publications	108	75	75	165	1,000	1,000
Computer/Contract Services	11,179	11,224	10,971	11,521	25,000	25,000
Membership Dues	135	60	60	180	450	450
Emergency Transfer of Funds	0	0	0	0	200,000	200,000
GT Funds Transferred to GA Fund	0	0	0	0	200,000	200,000
Total Expenditures	1,431,781	1,382,379	1,461,090	1,648,909	3,822,495	3,889,540
Ending Fund Balance	1,932,227	2,396,761	2,944,257	3,516,730	1,713,260	1,819,214
Average Monthly Expenditures	119,242	113,715	112,057	118,030	177,733	183,320
Number of Months in Reserve at end of FY	16.20	21.08	26.27	29.80	9.64	9.92

* "Building Repairs", "Special Projects" & "Capital Fund Reserve" are not included in totals to compute "Average Monthly Expenditures" or "Number of Months in Reserve at end of FY"

Capital Fund Reserve Township Building Improvements:

Dollars Dedicated to the Project: \$409,729 + \$906,179 = \$1,315,908

Purpose of the Project: Recommended Repairs and Improvements per Farnsworth Group Property Condition Assessment, 05/19/2021 & 10/20/2022

Duration of the Project: Completion within estimated 10-year component and/or system useful life

7/20/2023



REGULAR AGENDA ITEM NO. 6.B.

FOR CITY OF BLOOMINGTON TOWNSHIP: July 24, 2023

WARD IMPACTED: Town of the City of Bloomington

SUBJECT: Report on Change Order #1 and Change Order #2 for the COBT Office Renovation project

RECOMMENDED MOTION: None; for communication purposes only

STRATEGIC PLAN LINK:

STRATEGIC PLAN SIGNIFICANCE:

BACKGROUND: On March 27, 2023, the Township Board of Trustees authorized the Township Supervisor to execute change orders without prior Board approval, not to exceed a maximum amount of \$76,500 across all change orders.

Two change orders have recently been executed by Township Supervisor Deborah Skillrud. They are as follows:

- Change Order #1 addresses updates to the original architectural design including repositioning a wall, adding an additional door, and changing the type of sink to be installed in the breakroom.
- Change Order #2 addresses an upgrade to the mini-split AC unit that was specified in the original bid documents. It was determined by Hermes in consultation with the City of Bloomington IT department that a different unit was required to adequately cool the server room.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: The following entities were involved in the change order requests: Farnsworth Group, J Spencer Construction, LLC., Hermes Service and Sales, and City of Bloomington IT.

FINANCIAL IMPACT: Change Order #1 resulted in a net decrease of \$7,953 to the original contract sum. Change Order #2 resulted in an increase of \$2,267 to the original contract sum.

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell

ATTACHMENTS:

[6B Change Orders #1 and #2.pdf](#)

J SPENCER CONSTRUCTION, LLC.

2028 WAREHOUSE RD.

NORMAL, IL 61761

PHONE 309-454-5885

FAX 309-452-1989

E-MAIL: JSC@JSPENCERCONSTRUCTION.COM

WEBSITE: JSPENCERCONSTRUCTION.COM

CHANGE ORDER REQUEST #1

Date: 7/5/2023

To: Michael Buragas (Farnsworth Group)

From: Brock Spencer (J Spencer Construction LLC)

Re: SI#1 and SI#2 Changes

Contract Change Directive as follows:

ROECKER CABINETS ADD: Countertop Changes	\$4,454
J SPENCER ADD: New wall, door, & countertop install	\$1,440
CUSHING CARPET ADD: Floor material change	\$76
TCI: Sink change for SI02	\$80
RW Vandegraft: Painting/Taping Changes	\$1,220
SECURITY DOOR AND HARDWARE ADD: Door frame changes	\$800
SUBTOTAL	\$8,069
15% MARK UP ON SUBS/MATERIALS	\$994
TOTAL ADD	\$9,064
J SPENCER CREDIT: Demo for door, wall, and ACT	(\$1,854)
J SPENCER CREDIT: Type 1E and Type 1B wall changes	(\$11,097)
J SPENCER CREDIT: ACT New layout	(\$2,967)
WEBER ELECTRIC CREDIT: Outlet, fixture, receptacle, data	(\$1,099)
TOTAL CREDITS	(\$17,017)
COMBINED ADD AND CREDIT	(\$7,953)

TOTAL CREDIT TO PROJECT: \$7,953.00

Accepted by: _____
Signature, Title, Date



AIA® Document G701® – 2017

Change Order

PROJECT: (Name and address)
COBT Office Renovations
607 South Gridley Street
Bloomington, IL 61701

CONTRACT INFORMATION:
Contract For: Prime Contractor
Date: April 6, 2023

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: July 17, 2023

OWNER: (Name and address)
City of Bloomington Township
607 South Gridley Street
Bloomington, IL

ARCHITECT: (Name and address)
Farnsworth Group
200 W. College Avenue
Normal, IL 61761

CONTRACTOR: (Name and address)
J Spencer Construction, LLC
2023 Warehouse Road
Normal, IL 61761

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Change Order includes scope related to Change Order Request #1 which includes:

SI 01: Client-directed changes including leave much of WORK 105 unmodified, leaving much of Receipt 102 unmodified, and adding door C104.

SI 02: Changes to sink (SK1) in Breakroom 121.

The original Contract Sum was	\$	763,000.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	763,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	7,953.00
The new Contract Sum including this Change Order will be	\$	755,047.00

The Contract Time will be increased by () days.

The new date of Substantial Completion will be December 13, 2023

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Farnsworth Group, Inc.
ARCHITECT (Firm name)

Michael Buragas
SIGNATURE

Michael Buragas, Senior Project
Architect

PRINTED NAME AND TITLE

July 10, 2023
DATE

J Spencer Construction, LLC
CONTRACTOR (Firm name)

Brock Spencer
SIGNATURE

Brock Spencer

PRINTED NAME AND TITLE

July 10, 2023
DATE

City of Bloomington Township
OWNER (Firm name)

Deborah L Skillrud
SIGNATURE

Deb Skillrud, Supervisor

PRINTED NAME AND TITLE

July 10, 2023
DATE

J SPENCER CONSTRUCTION, LLC.

2028 WAREHOUSE RD.

NORMAL, IL 61761

PHONE 309-454-5885

FAX 309-452-1989

E-MAIL: JSC@JSPENCERCONSTRUCTION.COM

WEBSITE: JSPENCERCONSTRUCTION.COM

CHANGE ORDER REQUEST #2

Date: 7/5/2023

To: Michael Buragas (Farnsworth Group)

From: Brock Spencer (J Spencer Construction LLC)

Re: Per RFI #1 HVAC_Mini-Split_low_ambient_requirement

Contract Change Directive as follows:

Upgrade the ductless mini-split system to be capable of low ambient operation to -20 degree outdoor air temperature as specified. The system model as per the equipment schedule will not meet the low ambient requirements as specified. Please refer to the included equipment submittals for additional information.

Subcontractor/Supplier	Amount
HERMES HVAC	\$1,950.00
Subtotal #1	\$1,950.00
15% subcontractor markup	\$293
Subtotal #2	\$2,243
Bond	\$25
TOTAL	\$2,267

TOTAL ADD TO PROJECT: \$2,267.00

Accepted by: _____
Signature, Title, Date



AIA® Document G701® – 2017

Change Order

PROJECT: (Name and address)
COBT Office Renovations
607 South Gridley Street
Bloomington, IL 61701

CONTRACT INFORMATION:
Contract For: Prime Contractor
Date: April 6, 2023

CHANGE ORDER INFORMATION:
Change Order Number: 002
Date: July 17, 2023

OWNER: (Name and address)
City of Bloomington Township
607 South Gridley Street
Bloomington, IL 61701

ARCHITECT: (Name and address)
Farnsworth Group
200 W. College Avenue
Normal, IL 61761

CONTRACTOR: (Name and address)
J Spencer Construction, LLC
2023 Warehouse Road
Normal, IL 61761

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Change Order includes scope related to Change Order Request #2 which includes upgrades to the HVAC system per RF1 #1.

The original Contract Sum was	\$	763,000.00
The net change by previously authorized Change Orders	\$	-7,953.00
The Contract Sum prior to this Change Order was	\$	755,047.00
The Contract Sum will be increased by this Change Order in the amount of	\$	2,267.00
The new Contract Sum including this Change Order will be	\$	757,314.00

The Contract Time will be unchanged by Zero (0) days.

The new date of Substantial Completion will be December 13, 2023

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Farnsworth Group, Inc.
ARCHITECT (Firm name)

Michael Buragas
SIGNATURE

Michael Buragas, Senior Project
Architect

PRINTED NAME AND TITLE

July 10, 2023

DATE

J Spencer Construction, LLC
CONTRACTOR (Firm name)

Brock Spencer
SIGNATURE

Brock Spencer

PRINTED NAME AND TITLE

July 10, 2023

DATE

City of Bloomington Township
OWNER (Firm name)

Deborah L Skillrud
SIGNATURE

Deb Skillrud, Supervisor

PRINTED NAME AND TITLE

July 10, 2023

DATE



REGULAR AGENDA ITEM NO. 7.A.

FOR CITY OF BLOOMINGTON TOWNSHIP: July 24, 2023

WARD IMPACTED: Town of the City of Bloomington

SUBJECT: Presentation and Discussion of the Township Supervisor's Report

RECOMMENDED MOTION: None; presentation only

STRATEGIC PLAN LINK:

STRATEGIC PLAN SIGNIFICANCE:

BACKGROUND: A report from the Township Supervisor will be provided. Questions, comments, and discussion from the Board are welcome.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: N/A

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell

ATTACHMENTS:

[7A 20230724 Supervisor Report.pdf](#)

CITY OF BLOOMINGTON TOWNSHIP

TO: Township Trustees
FROM: Deborah L Skillrud, TWP Supervisor
DATE: July 24, 2023
RE: Township Supervisor's Report

Building Renovation Project: Phase 1 of building renovations began July 18th beginning with the following: Masonry repair, temporary doorway for dust control and moving of furniture. The North side of the building and parking lot are closed to all vehicle and pedestrian traffic. Usage of North and Northeast parking is reserved for construction vehicles.

HERE Program: Township continues to serve a number of clients through the Housing Eviction Relief Efforts (HERE) Program. In June, a total of \$7,909 was disbursed for rent for thirteen individuals. A total of \$1,464 was disbursed for five individuals for utilities. A total of \$108,229 has been disbursed through the HERE program since December 2022.

General Assistance: In June, one hundred seventy-three applicants sought Township services (fifty-nine more applicants than last month). Of those, seventy-six were *potentially eligible* for General Assistance and ninety-seven (double that of last month) were *potentially eligible* for Emergency Assistance.

Also served were clients from Bloomington, Danvers, and Empire Townships, as part of the Intergovernmental Agreements with rural townships.

Township received \$1,707.69 in Supplemental Security Income (SSI) refunds and recovery for two individuals during the month of June.

Five applicants were receiving Temporary Assistance for Needy Families and did not qualify for Township assistance.

One client began part-time employment at Maguire's Bar & Grill as kitchen help. Another client obtained full-time employment at Huck's Market.

One client is assigned to recovery court and fulfills the Township's requirement for workfare.

POTS Recycling: Recently, POTS pickup has reduced to one day a week as the planting season has slowed.

Evergreen Memorial Cemetery: June was busy with 2-3 burials per week. The David Haggard event took place. Thank you to Township Board of Trustees who attended.

A large branch came down due to stormy weather. This became an emergency repair of \$1,600.

At this time, the Cemetery is fully staffed.

System Activity Report

[6/1/2023 - 6/30/2023] Report Date: 7/3/2023

General Assistance

Grants (New Clients) :	12	\$4,140.00
Grants (Previous Clients) :	33	\$11,370.00
In-Process :	43	
Denials :	65	
Sanctions :	11	
Terminations :	8	
	172	\$15,510.00

General Assistance - Medical

Referrals :	4	
Disbursements :	0	
	4	\$0.00

General Assistance - Work Program Assignments

Job Training :	14	
Workfare :	9	
	23	

General Assistance - Work Program Expenses

WF 30 Day :	9	\$288.00
WF 7 Day Bus :	1	\$10.00
WF Gasoline :	2	\$64.00
	12	\$362.00

Emergency Assistance

Grants :	24	\$24,387.69
In-Process :	1	
Denials :	9	
	34	\$24,387.69

Additional Assistance

GA - Transient :	1	\$22.00
GT - HERE (AMEREN ILLINOIS) :	5	\$4,124.89
GT - HERE (COB WATER DEPT) :	1	\$144.41
GT - HERE (NICOR GAS) :	2	\$627.75
GT - HERE (RENT/MORTGAGE) :	13	\$12,096.59
	22	\$17,015.64

Additional Activity

A Call (phone/fax/email) :	421	
A Face-to-Face :	146	
Call/Walk-in AFTER 4:30 pm :	1	
General - Intake :	132	
General - Orientation :	97	
General - Other :	29	
General - Reschedule :	2	
R - BHA :	2	
R - MCCA / LIHEAP :	5	
R - Other :	12	
R - PATH :	1	
R - Salvation Army :	1	
R - SSI :	1	
WF - Sanction :	1	
WF - Work Sponsor Site :	1	
	852	
Grand Totals:	1,119	\$57,275.33



REGULAR AGENDA ITEM NO. 7.B.

FOR CITY OF BLOOMINGTON TOWNSHIP: July 24, 2023

WARD IMPACTED: Town of the City of Bloomington

SUBJECT: Presentation and Discussion of the Township Assessor's Report

RECOMMENDED MOTION: None; presentation only

STRATEGIC PLAN LINK:

STRATEGIC PLAN SIGNIFICANCE:

BACKGROUND: A report from the Assessor's office will be provided. Questions, comments, and discussion from the Board are welcome.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: N/A

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell

ATTACHMENTS:

[7B 20230724 Assessor Report.pdf](#)

To: Town Trustees
From: Steve Scudder
Date: July 11, 2023
Subject: Assessor Report

Property Tax Relief- Homestead and Non-Homestead Exemptions:

There are several exemptions available for property owners. In Mclean County, the County Supervisor of Assessments office is the administrator of the exemptions. As the Assessor for the city I want to make sure that the township Trustees are aware of property tax exemptions that are available to our property owners.

The telephone number of the county office is 309-888-5130. That is where my office would refer someone who does not have their exemption listed on their record in our system. All this information is available on the county website for exemptions. There is a link to the county web site through our web site www.wevaluebloomington.org or the county direct link for exemptions <http://www.mcleancountyil.gov/index.aspx?NID=554>.

Property owners are entitled for exemptions under these guidelines. We need to remember as more exemptions are claimed the tax burden is shifted to other property owners who would not qualify for an exemption.

HOMESTEAD EXEMPTIONS

General Homestead Exemption (General or Homestead Exemption)

This annual exemption is available for residential property that is occupied as the principal dwelling place by the owner or a lessee with an equitable interest in the property and an obligation to pay the property taxes on the leased property. The amount of exemption is the increase in the current year's equalized assessed value (EAV), above the 1977 EAV, up to a maximum of \$6,000. The General Homestead Exemption is granted automatically in most cases. It is labeled "homestead exempt" in the computation ladder on the right hand side on your property tax bill.

You may contact the chief County assessment officer at (309) 888-5130 to confirm your eligibility or if you have any questions about this exemption.

- o [Property Tax Relief - Homestead \(PDF\)](#)
- o [Request to Remove Homestead Exemption](#)

Homestead Improvement Exemption (HIE)

This exemption is limited to the fair cash value that was added to the homestead property by any new improvement, up to an annual maximum of \$75,000 market value or \$25,000 assessed value. The exemption continues for four years from the date the improvement is completed and occupied. The Homestead Improvement Exemption is granted automatically in McLean County.

You can contact the chief County assessment officer at (309) 888-5130 or your [township assessor](#) to confirm your eligibility or if you have any questions about this exemption

Returning Veterans' Homestead Exemption

The Returning Veterans' Homestead Exemption provides a two-year \$5,000 reduction in a property's equalized assessed value (EAV) to qualifying veterans who return from active duty in an armed conflict involving the armed forces of the United States. To receive this exemption, the veteran must file an application upon their return home.

- o [Complete Application Online \(PTAX-341\)](#)

Disabled Veterans' Standard Homestead Exemption

The Disabled Veterans' Standard Homestead Exemption provides a reduction in a property's EAV to a qualifying property owned by a veteran with a service-connected disability certified by the U.S. Department of Veterans Affairs. A \$2,500 homestead exemption is available to a veteran with a service-connected disability of at least 30% but less than 50%, or a \$5,000 homestead exemption is available to a veteran with a service-connected disability of at least 50% but less than 70%. A disabled veteran with a 70% or more service-connected disability is exempt from property taxes. An annual application must be filed by the county's due date of December 31 of the tax year to continue to receive this exemption. **A current benefits letter from the VA must be submitted with the Annual Renewal application.**

- o [Complete Application Online \(PTAX-342\)](#)
- o [Annual Verification \(PTAX-342-R\)](#)

Specially-Adapted Housing Exemption for Veterans with Disabilities

The current Disabled Veterans' Homestead Exemption that provides up to a \$100,000 reduction in assessed value for federally-approved specially adapted housing will continue to be available through the local Veterans' Affairs Office.

A Note on Claiming Exemptions

You can claim only one of the following disabled homestead exemptions on your property for a single assessment year. The Disabled Veterans' Homestead Exemption is up to a \$100,000 reduction in assessed value for federally-approved specially adapted housing (35 ILCS 200 / 15-165). The Disabled Persons' Homestead Exemption is an annual \$2,000 reduction in property's EAV (35 ILCS 200 / 15-168). The Disabled Veterans' Standard Homestead Exemption is an annual reduction of \$2,500 or \$5,000 or total exemption of property's EAV (35 ILCS 200 / 15-169).

Disabled Persons' Homestead Exemption

The Disabled Persons' Homestead Exemption provides a \$2,000 reduction in a property's EAV to a qualifying property owned by a disabled person. A disabled person must file an annual application by the county's due date of December 31 of the tax year to continue to receive this exemption. **Proof of disability must be submitted with the application and yearly renewal.**

- o [Complete Application Online \(PTAX-343\)](#)
- o [Annual Verification \(PTAX-343-R\)](#)

Physician's Statement for Disabled Person's Homestead Exemption

- o [Download Form \(PTAX-343-A\) \(PDF\)](#)

Senior Citizens Homestead Exemption

This exemption is available for residential property that is occupied as a principal residence by a person who is 65 years of age or older during the assessment year. The person must own or have a legal or equitable interest in the property during the assessment year and be liable for the payment of the property tax. The amount of the exemption is a \$5,000 (\$4,000 in 2012) reduction in the equalized assessed value (EAV) of the property. McLean County requires an initial application, Form PTAX-324, to be filed with the Chief County Assessment Officer. **Proof of age must be submitted with the application.**

- o [Complete Application Online \(PTAX-324\)](#)

Low-Income Senior Citizens Assessment Freeze Homestead Exemption

This exemption allows senior citizens who have a total household income of less than \$65,000 (\$55,000 for 2017) and meet certain other qualifications to elect to maintain the equalized assessed value (EAV) of their homes at the base year EAV and prevent any

increase in that value due to inflation. The amount of the exemption benefit is determined each year based on the following:

- o The property's current EAV minus the frozen base year value (the property's prior year's EAV for which the applicant first qualifies for the exemption)
- o The applicants total household income or enrollment in one of the following alternative income valuation programs:
- o Aid to the Aged, Blind, or Disabled (AABD)
- o The Benefit Access program
- o Low Income Home Energy Assistance Program (LIHEAP)
- o Supplemental Nutrition Assistance Program (SNAP)
- o Senior Citizens Real Estate Deferral

Each year applicants must complete and file Form PTAX-340 with the Chief County Assessment Officer. McLean County mails a PTAX-340 each year to any person currently receiving the Senior Citizens Homestead Exemption. The mailing is usually around the first of February. Effective 5/27/2020, notarization of the application is no longer required. **Proof of income (prior year's Federal 1040) or a benefit letter from one of the alternative income programs must be submitted with application each year.**

- o [Complete 2023 Application Online \(PTAX-340 2023\)](#)
- o [Complete 2022 Application Online \(PTAX-340 2022\)](#)

Senior Citizens Real Estate Tax Deferral Program

This program allows persons 65 years of age and older to defer all or part of the real estate taxes and special assessments on their principal residences. The program has income limits and other qualification requirements. Contact your County Treasurer's office at (309) 888-5180 to receive the necessary forms, or further information on the program.

Model Home Assessment and Model Home Cancellation Notice

The model home assessment provision under Section 10-25 states that the assessed value on the property on which the model home is built must be the same as it was before the model home was constructed and before any zoning classification changes were made. If the model home is occupied or is sold, it no longer qualifies for the Model Home Assessment, and the land no longer qualifies for the developer's exemption. Both the land and the improvements will be assessed at 100% of the fair market value.

- o [Online Form for Printing and Notarizing \(PTAX-762\)](#)
- o [Online Cancellation Notice for Printing and Notarizing \(PTAX-762C\)](#)

Developer's Assessment

Section 10-30 of the Illinois Property Tax Code gives a preferential property assessment for acreage that is in transition from vacant land to a residential, commercial, or industrial use. The purpose of the preferential assessment is to encourage real estate development by providing a tax incentive that protects a developer from paying increased taxes until a return on the investment can be made. As a result, the preferential assessment is often called the developer's exemption or developer's rate.

- o [Publication 134-Developer's Preferential Assessment for Subdivisions](#)

Questions or comments?