

CITY OF BLOOMINGTON TOWNSHIP

NOTICE

MEETING: Board of Trustees, City of Bloomington Township
DATE: Monday, June 28, 2021
PLACE: Bloomington City Hall *In light of COVID – 19, the meeting will be live
streamed: <https://www.cityblm.org/live>*
TIME: 5:30 pm

- I. Call to Order: Mboka Mwilambwe, Trustee
- II. Pledge of Allegiance
- III. Roll Call of Attendance: Leslie Yocum, Town Clerk
- IV. “Consent Agenda”

(All items under the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Trustee or Township Supervisor so requests, in which event, the item will be removed from the Consent Agenda and considered separately and prior to Reports by Elected Officials.)

- A. Approval of Minutes of the May 24, 2021 Board Meeting as submitted by Amanda Mohan, Deputy Town Clerk. (Recommend that the Minutes of the May 24, 2021 Board Meeting be approved as presented.)
 - B. Action by Board on Monthly General Town Fund, General Assistance Fund and Evergreen Memorial Cemetery Audits of May 2021. (Recommend that the Audits be approved as presented.)
 - C. Approval of General Town Fund anticipated expenditures as presented and certified. (Recommend that the Anticipated Expenditures be approved as presented.)
- V. Draft Budget Amendment – Town Fund for Fiscal Year (FY) 2023. (Recommend that the draft Budget Amendment be accepted and placed on file for thirty, (30), day review period.)
- VI. Reschedule July 26, 2021 Township Board Meeting to August 2, 2021. (Recommend approval to reschedule July 26, 2021 meeting to August 2, 2021.)
- VII. Project Services Agreement with the Farnsworth Group to Provide Professional Services for Parking Lot Improvements. (Recommend that the Project Services Agreement with the Farnsworth Group be approved, and the Supervisor be authorized to execute the necessary documents.)
- VIII. Reports by Elected Officials
 - A. Deborah Skillrud, Township Supervisor
 - B. Steve Scudder, Township Assessor
- IX. Public Comment
- X. Adjournment

MINUTES OF THE TOWN OF THE CITY
OF BLOOMINGTON TOWNSHIP
MONDAY, MAY 24, 2021; 5:30 P.M.

This meeting was conducted under Governor Pritzker's Executive Order 2020-09 §6, which was reissued and extended by Executive Order 2021-11. The Order, implemented in response to COVID-19, suspended in-person attendance under the Open Meeting Act, 5 ILCS 120.

The Board of Trustees for the Town of the City of Bloomington convened in regular session virtually via Zoom conferencing with the Deputy Township Clerk, Amanda Mohan, in-person in City Hall's Council Chambers at 5:30 p.m., Monday, May 24, 2021. The meeting was called to order by Trustee Mwilambwe.

Trustee Mwilambwe directed the Deputy Township Clerk to call the roll and the following members of the Board answered present:

Trustees present remotely: Jamie Mathy, Donna Boelen, Sheila Montney, Nick Becker, Jennifer Carrillo, Mollie Ward, Jeff Crabill, Tom Crumpler, and Mboka Mwilambwe.

Elected officials present remotely: Deborah L. Skillrud, Supervisor, and Steve Scudder, Assessor.

Staff absent: Leslie Yocum, Township Clerk.

Staff present in-person: Amanda Mohan, Deputy Township Clerk.

Action and Approval of Minutes of the April 26, 2021 Board Meeting, as presented.

Motion by Trustee Boelen, seconded by Trustee Crabill, that the Minutes be approved as presented.

Trustee Mwilambwe directed the Deputy Township Clerk to call the roll which resulted in the following:

Ayes: Trustees Mathy, Boelen, Montney, Becker, Carrillo, Ward, Crabill, Crumpler, and Mwilambwe.

Nays: none.

Motion carried.

Action and Approval of the Monthly General Town Fund, General Assistance Fund and Evergreen Memorial Cemetery Audits of April 2021 accounts as presented.

Motion by Trustee Boelen, seconded by Trustee Crabill, that the Monthly General Town Fund, General Assistance Fund and Evergreen Memorial Cemetery Audits of April 2021 be approved as presented.

Trustee Mwilambwe directed the Deputy Township Clerk to call the roll which resulted in the following:

Ayes: Trustees Mathy, Boelen, Montney, Becker, Carrillo, Ward, Crabill, Crumpler, and Mwilambwe.

Nays: none.

Motion carried.

Approval of the General Town Fund, Anticipated Expenditures as presented and certified.

Motion by Trustee Boelen, seconded by Trustee Crabill, that the General Town Fund's Anticipated Expenditures be approved as presented.

Trustee Mwilambwe directed the Deputy Township Clerk to call the roll which resulted in the following:

Ayes: Trustees Mathy, Boelen, Montney, Becker, Carrillo, Ward, Crabill, Crumpler, and Mwilambwe.

Nays: none.

Motion carried.

Approval of the Appointment of Garrett Thalgott to the Evergreen Memorial Cemetery Board as presented.

Motion by Trustee Boelen, seconded by Trustee Crabill, that the appointment of Garrett Thalgott to the Evergreen Memorial Cemetery Board be approved.

Trustee Mwilambwe directed the Deputy Township Clerk to call the roll which resulted in the following:

Ayes: Trustees Mathy, Boelen, Montney, Becker, Carrillo, Ward, Crabill, Crumpler, and Mwilambwe.

Nays: none.

Motion carried.

Discussion and approval of the Workfare Agreement between Home Sweet Home Ministries, (HSHM) & the City of Bloomington Township to continue administration of POTS, (Promoting Others to Succeed), workfare recycling program.

Trustee Emig arrived at 5:33 p.m., (participated remotely).

Deborah Skillrud, Supervisor, stated the current contract was for a term of three (3) years. Township and HSHM staffs wished to enter into a new five (5) year agreement. Township staff had requested an expanded area for material collection and transportation. The additional 600 sq. feet will cost \$6 per square foot for an annual increase of \$3,600.

Motion by Trustee Mathy, seconded by Trustee Boelen, that the Workfare Agreement for continued administration of the POTS Program be approved and the Supervisor and Township Clerk be authorized to execute the necessary documents.

Trustee Mwilambwe directed the Deputy Township Clerk to call the roll which resulted in the following:

Ayes: Trustees Mathy, Boelen, Montney, Emig, Becker, Carrillo, Ward, Crabill, Crumpler, and Mwilambwe.

Nays: none.

Motion carried.

Discussion and approval of the Extension of Cleaning Services Agreement with Soaring Eagle Cleaning Services.

Mrs. Skillrud noted this would be a one year extension.

Motion by Trustee Boelen, seconded by Trustee Crumpler, that the Cleaning Services Agreement extended until March 31, 2022 be approved and the Supervisor be authorized to execute the necessary documents.

Trustee Mwilambwe directed the Deputy Township Clerk to call the roll which resulted in the following:

Ayes: Trustees Mathy, Boelen, Montney, Emig, Becker, Carrillo, Ward, Crabill, Crumpler, and Mwilambwe.

Nays: none.

Motion carried.

Presentation and discussion on a Recommended Action Plan of Property Condition Assessment prepared by Farnsworth Group by Deborah Skillrud, Supervisor and Michael Buragas, Farnsworth Group Sr. Project Architect.

Mrs. Skillrud explained minimal investment had been made in the Township building since it was opened in 2003. Township staff prepared a Purchasing Policy which was approved by the Board on September 23, 2019. A tax levy increase had not and would not be requested to fund these projects. The Farnsworth Group was selected to prepare the Property Condition Assessment. Mrs. Skillrud reviewed the proposed timeline which began on June 28, 2021. The Board would be requested to approve a contract with the Farnsworth Group and a proposed Budget Amendment. There would be a request to move/reschedule the Board's July 26, 2021 meeting to August 2, 2021 to accommodate the Budget Amendment.

Mrs. Skillrud introduced Michael Buragas, Farnsworth Group Sr. Project Architect. Mr. Buragas addressed the Board. The Farnsworth Group's work had identified code and maintenance deficiencies, including non-compliance with American Disabilities Act ("ADA") regulations. High priority items were highlighted such as the parking lot, curbs ramps, and sidewalks be the first completed project.

Mrs. Skillrud acknowledged this project was costly and most beneficial. She requested Farnsworth Group staff address the longevity of replacement. Jeff Gastel, Farnsworth Group Engineering Manager, addressed the Board. Much of the pavement in the City began deteriorating over the last five (5) years. He noted a possible correlation to the materials used in the 1970s from a report completed by Kevin Kothe, City's Public Works Director. He added salt was trapped in the joints between concrete panels which also deteriorated the material. He explained various joint maintenance methods to extend the life of the concrete.

Trustee Crabill questioned if the cost would be paid with General Assistance funds. Mrs. Skillrud responded negatively. The project would be paid with General Town Fund dollars.

Trustee Mathy noted the number of ADA non-compliance issues in a recently built building. He inquired if it was built non-ADA compliant or if building codes had changed since 2013. Mr. Buragas stated the Farnsworth Group prepared building plans. The contractor completed the building without Farnsworth Group's construction oversight. In general, the building was not properly constructed. There were compliant items in 2003. There had been building code changes over the years leaving items non-compliant.

Trustee Mathy cited specific high dollar line item for window upgrades. He was interested in reviewing the contractor agreement to establish if the vendor could be held accountable for out of compliance items built as cost savings to the Township.

Trustee Ward inquired if stakeholders were contracted and if disability groups were given an opportunity for input. Mrs. Skillrud responded negatively. Mr. Buragas added Farnsworth's work focused on current building codes and maintenance code deficiencies.

Trustee Ward recommended disability stakeholders be involved early on to assist with non-accessible items. Mrs. Skillrud noted specific complaints had not been received regarding the windows. She believed the automated doors were an accessibility concern.

Trustee Ward questioned if automated doors should have been in place when the facility was built. Mr. Buragas informed the Board automated doors were not required by code. If implemented, there were additional construction regulations. Most of the time, the public does not know what is required by code.

Mrs. Skillrud, Supervisor, addressed the Board. She thanked them for approving Garrett Thalgott's appointment to the Evergreen Memorial Cemetery Board for a six (6) year term. She cited his experience and passion for the Cemetery.

Steve Scudder, Assessor, addressed the Board. He requested Board preferences regarding what to include in the future Assessor's reports. Trustee Mwilambwe suggested Mr. Scudder provide the Board with a compilation of what had been provided in the past. Newer Board members could review same and provide feedback as well.

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

Motion by Trustee Boelen, seconded by Trustee Mathy, that the meeting be adjourned.

Trustee Mwilambwe directed the Deputy Township Clerk to call the roll which resulted in the following:

Ayes: Trustees Mathy, Boelen, Montney, Emig, Becker, Carrillo, Ward, Crabill, Crumpler, and Mwilambwe.

Nays: none.

Motion carried.

The meeting adjourned at 5:57 p.m.

Amanda Mohan, Deputy Township Clerk

STATEMENT OF FUNDS--SUPERVISOR

ALL ACCOUNTS
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)
COUNTY OF McLEAN)

)SS

Town of the City of Bloomington

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 **31st day of May 2021**, 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 **28th day of June 2021**.

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

Notary Public

This **28th day of June 2021**.

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 **\$1,139,046.90** in ILLINOIS FUNDS in SPRINGFIELD, ILLINOIS, **\$16,961.37** in PRAIRIE STATE BANK & TRUST (53) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$1,256,319.41** in PRAIRIE STATE BANK & TRUST (64) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the GENERAL TOWN ADMINISTRATION FUND of said TOWN.

WARD 1: Jamison Mathy

WARD 6: Jenn Carrillo

WARD 2: Donna Boelen

WARD 7: Mary "Mollie" Ward

WARD 3: Sheila Montney

WARD 8: Jeff Crabill

WARD 4: Julie Emig

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: **MAY 2021**

Public Funds at Commencement

Cash: Prairie State Bank & Trust (53) Checking Balance	\$ 41,352		
Cash: Bloomington Municipal Credit Union (48) Checking Balance	\$ 8,286		
Investments: Illinois Fund	\$ 1,066,381		
Investments: Prairie State Bank & Trust (64)	\$ 1,231,317		
		Public Funds at Commencement	\$ 2,347,337

Public Funds Received This Month

Interest: Prairie State Bank (53)	\$ 17		
Interest: Prairie State Bank (64)	\$ 179		
Interest: Illinois Funds (1085)	\$ 34		
Other Income - Retiree Insurance	\$ 1,403		
Other Income - GA Administration	\$ 35		
Other Income	\$ 253		
Other Income - JMS Grant	\$ (8,286)		
Personal Property Replacement Tax	\$ 50,807		
Tax Levy	\$ 124,823		
		Public Funds Received This Month	\$ 169,266
		Public Funds Available	\$ 2,516,603

Public Funds Expended This Month

TOTAL Public Funds at Month End **\$ 2,412,328**

Public Funds at Month End

Cash: Prairie State Bank & Trust (53) Checking Balance	\$ 16,961		
Investments: Illinois Fund	\$ 1,139,047		
Investments: Prairie State Bank & Trust (64)	\$ 1,256,319		
		TOTAL Public Funds at Month End	\$ 2,412,328

Checking Account Activity

Prairie State Bank & Trust (53) Balance at Commencement	\$ 41,352		
Deposits			
Interest: Prairie State Bank & Trust (53)	\$ 17		
Other Income - Retiree Insurance	\$ 1,403		
Other Income	\$ 253		
Other Income - GA Administration	\$ 35		
Transfer from Prairie State Bank & Trust Reserve (64)	\$ 100,000		
Total Deposits for Month	\$ 101,709		
		Total Funds Available	\$ 143,061
Checks Written			
Assessor's Office Expenses	\$ 3,766		
Community Agency Funding	\$ 313		
Compensation & Benefits	\$ 85,571		
Services & Expenses	\$ 13,617		
Supervisor's Office Expenses	\$ 1,008		
PPRT Transfer to Cemetery Fund	\$ 15,648		
PPRT Transfer to General Assistance Fund	\$ 6,177		
Total Checks Written	\$ 126,100		
		Total Checks Written	\$ 126,100
		Prairie State Bank & Trust (53) Balance at Month End	\$ 16,961

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

Balance per Bank Statement	\$ 70,154		
Plus Outstanding Deposits	\$ 1,403		
Less Outstanding Checks	\$ (54,596)		
		Checkbook Balance per Reconciliation	\$ 16,961

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

Statement of Receipts and Disbursements

Revenue			<u>May-21</u>	
	7000 Interest	\$	230	
	7400 Other Income	\$	1,692	
	7600 Personal Property Replacement Tax	\$	50,807	
	7800 Tax Levy	\$	124,823	
	Total Revenue		\$	177,552
	Total Income		\$	177,552
Expense				
	Assessor's Office			
	9151 Auto Expense	\$	962	
	9171 Utilities	\$	306	
	9271 Appraisal Services	\$	1,870	
	9291 Janitorial	\$	150	
	9301 Computer Services	\$	478	
	Total Assessor's Office		\$	3,766
	Community Agency Funding			
	1025 GA Client Services	\$	313	
	Total Community Agency Funding		\$	313
	Compensation (Salaries) & Benefits			
	7011 TWP Supervisor	\$	7,833	
	7021 TWP Assessor	\$	8,000	
	7031 Town Clerk	\$	200	
	7041 Town Trustees	\$	120	
	7051 General Assistance Staff	\$	24,441	
	7061 Deputy Assessors	\$	24,548	
	7081 IMRF/Employer (2021 = 11.41%)	\$	6,853	
	7091 FICA (SS/MC)/Employer	\$	4,612	
	7101 Group Medical/Employer	\$	8,964	
	Total Compensation (Salaries) & Benefits		\$	85,571
	Services & Expenses			
	1034 Insurance	\$	12,978	
	1038 Other Expenditures	\$	52	
	1040 Building Maintenance	\$	74	
	1042 Janitorial Services & Supplies	\$	513	
	Total Services & Expenses		\$	13,617
	Supervisor's Office			
	8121 Janitorial	\$	188	
	8131 Utilities	\$	459	
	8151 Car Expense	\$	106	
	8181 Equipment Repair/Rental	\$	283	
	8191 Office Supplies	\$	(94)	
	8221 Computer/Contract Services	\$	67	
	Total Supervisor's Office		\$	1,008
	Total Expense		\$	104,275
Net Income			\$	73,277

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

Year to Date Budget Comparison

Income	<u>May-21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenue				
7000 Interest	\$ 490	\$ 6,000	\$ (5,510)	8.2%
7400 Other Income	\$ 3,060	\$ 30,000	\$ (26,940)	10.2%
Other Income: Grants	\$ (8,286)	\$ 50,000	\$ (58,286)	-16.6%
Other Income: TWP IGAs	\$ 145	\$ 5,000	\$ (4,855)	2.9%
7450 Township Litigation Income	\$ -	\$ 25	\$ (25)	0.0%
7600 Personal Property Replacement Tax	\$ 90,231	\$ 89,500	\$ 731	100.8%
7800 Tax Levy	\$ 124,823	\$ 1,645,000	\$ (1,520,177)	7.6%
7900 Proceeds from Loan	\$ -	\$ 20,000	\$ (20,000)	0.0%
Total Revenue	\$ 210,463	\$ 1,845,525	\$ (1,635,062)	11.4%
Total Income	\$ 210,463	\$ 1,845,525	\$ (1,635,062)	11.4%
Expense				
Assessor's Office				
9141 Rent/Debt Service	\$ -	\$ 21,544	\$ (21,544)	0.0%
9151 Auto Expense	\$ 978	\$ 3,000	\$ (2,022)	32.6%
9161 Telephone	\$ -	\$ 3,000	\$ (3,000)	0.0%
9171 Utilities	\$ 642	\$ 5,800	\$ (5,158)	11.1%
9191 Postage	\$ -	\$ 300	\$ (300)	0.0%
9201 Office Supplies	\$ -	\$ 2,000	\$ (2,000)	0.0%
9211 Publications & Printing	\$ -	\$ 500	\$ (500)	0.0%
9231 Equipment	\$ -	\$ 6,000	\$ (6,000)	0.0%
9241 Equipment Repair/Rental	\$ -	\$ 1,500	\$ (1,500)	0.0%
9251 Education/Meetings/Conferences	\$ -	\$ 9,000	\$ (9,000)	0.0%
9261 Replatting & Remapping	\$ -	\$ 9,000	\$ (9,000)	0.0%
9271 Appraisal Services	\$ 1,870	\$ 34,000	\$ (32,130)	5.5%
9291 Janitorial	\$ 300	\$ 2,000	\$ (1,700)	15.0%
9301 Computer Services	\$ 528	\$ 20,000	\$ (19,472)	2.6%
9311 Mapping/GIS Services	\$ 2,100	\$ 30,000	\$ (27,900)	7.0%
9312 Membership Dues/Assessor's Staff	\$ -	\$ 2,500	\$ (2,500)	0.0%
Total Assessor's Office	\$ 6,418	\$ 150,144	\$ (143,726)	4.3%
Community Agency Funding				
1022 Community Emergency Response Program (CERP)	\$ -	\$ 100,000	\$ (100,000)	0.0%
1023 Community Medical	\$ -	\$ 18,500	\$ (18,500)	0.0%
1025 GA Workfare Development/Client Services	\$ 348	\$ 71,200	\$ (70,852)	0.5%
1026 Youth Services	\$ -	\$ 35,000	\$ (35,000)	0.0%
1027 Senior Services	\$ -	\$ 68,500	\$ (68,500)	0.0%
Total Community Agency Funding	\$ 348	\$ 293,200	\$ (292,852)	0.1%
Compensation & Benefits				
7011 TWP Supervisor	\$ 15,667	\$ 94,000	\$ (78,333)	16.7%
7021 TWP Assessor	\$ 16,000	\$ 96,000	\$ (80,000)	16.7%
7031 Town Clerk	\$ 400	\$ 2,500	\$ (2,100)	16.0%
7041 Town Trustees	\$ 120	\$ 2,800	\$ (2,680)	4.3%
7051 General Assistance Staff	\$ 48,881	\$ 384,297	\$ (335,416)	12.7%
7061 Deputy Assessors	\$ 48,947	\$ 404,000	\$ (355,053)	12.1%
7081 IMRF/Employer (2021 = 11.41%)	\$ 14,048	\$ 123,755	\$ (109,707)	11.4%
7091 FICA (SS/MC)/Employer	\$ 9,432	\$ 75,245	\$ (65,813)	12.5%
7101 Group Medical/Employer	\$ 17,929	\$ 175,000	\$ (157,071)	10.2%
7111 State Unemployment/Employer	\$ -	\$ 1,600	\$ (1,600)	0.0%
Total Compensation & Benefits	\$ 171,423	\$ 1,359,197	\$ (1,187,774)	12.6%

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

Year to Date Budget Comparison (cont.)

Services & Expenses	<u>May-21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
1028 Membership Dues	\$ -	\$ 2,000	\$ (2,000)	0.0%
1029 Auditing Expense	\$ -	\$ 8,000	\$ (8,000)	0.0%
1030 Legal Expense	\$ -	\$ 12,000	\$ (12,000)	0.0%
1034 Insurance	\$ 12,978	\$ 14,000	\$ (1,022)	92.7%
1035 Publishing	\$ -	\$ 2,000	\$ (2,000)	0.0%
1038 Other Expenditures	\$ 101	\$ 4,000	\$ (3,900)	2.5%
1039 Debt Service: Principle & Interest	\$ -	\$ 20,000	\$ (20,000)	0.0%
1040 Building Maintenance	\$ 571	\$ 25,000	\$ (24,429)	2.3%
1042 Janitorial Services & Supplies	\$ 775	\$ 12,000	\$ (11,225)	6.5%
1043 Building Security	\$ -	\$ 3,500	\$ (3,500)	0.0%
1044 Building Repairs	\$ -	\$ 60,000	\$ (60,000)	0.0%
1045 Special Projects	\$ -	\$ 60,000	\$ (60,000)	0.0%
Total Services & Expenses	\$ 14,425	\$ 222,500	\$ (208,076)	6.5%
Supervisor's Office				
8091 Postage	\$ -	\$ 4,500	\$ (4,500)	0.0%
8101 Rent/Debt Service	\$ -	\$ 40,000	\$ (40,000)	0.0%
8121 Janitorial	\$ 375	\$ 5,000	\$ (4,625)	7.5%
8131 Utilities	\$ 963	\$ 7,000	\$ (6,037)	13.8%
8141 Telephones	\$ -	\$ 5,000	\$ (5,000)	0.0%
8151 Car Expense	\$ 106	\$ 4,000	\$ (3,894)	2.6%
8161 Education/Conference/Meetings	\$ -	\$ 3,000	\$ (3,000)	0.0%
8171 Equipment	\$ -	\$ 5,000	\$ (5,000)	0.0%
8181 Equipment Repair/Rental	\$ 566	\$ 8,000	\$ (7,434)	7.1%
8191 Office Supplies	\$ 120	\$ 6,000	\$ (5,880)	2.0%
8201 Printing	\$ -	\$ 3,000	\$ (3,000)	0.0%
8211 Publications	\$ -	\$ 1,000	\$ (1,000)	0.0%
8221 Computer/Contract Services	\$ 152	\$ 16,900	\$ (16,748)	0.9%
8241 Membership Dues	\$ -	\$ 450	\$ (450)	0.0%
Total Supervisor's Office	\$ 2,282	\$ 108,850	\$ (106,568)	2.1%
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	\$ 194,896	\$ 2,333,891	\$ (2,138,995)	8.4%
Net Income	\$ 15,567	\$ (488,366)	\$ 503,933	

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)			
05/03/2021	9086	Soaring Eagle Cleaning Services LLC	-600.00
05/04/2021	674	McLean County Elected Officials	219.00
05/04/2021	19406654	Verizon Wireless	34.40
05/04/2021	9087	TOIRMA	-12,978.00
05/04/2021	9088	CDS Office Technologies	-88.00
05/04/2021	9089	Soaring Eagle Cleaning Services LLC	-250.00
05/04/2021	9090	American Pest Control Inc	-37.00
05/04/2021	9091	Bowman, Danny	-1,870.00
05/04/2021	9092	Coldwell Banker, Honig-Bell	-50.00
05/04/2021	9093	Direct Energy Business	-468.35
05/05/2021	Transfer	Prairie State Bank & Trust	100,000.00
05/05/2021	EFT	EFT-Valutec Card Solutions	-67.32
05/11/2021	9094	Skillrud, D L	-5.04
05/11/2021	9095	Maruna, Thomas O	-105.84
05/11/2021	9096	NICOR Gas	-137.15
05/14/2021	20210515	EFT-Payroll	-21,964.70
05/14/2021	33611039	EFT-Federal Tax Deposit	-7,684.88
05/14/2021	0056720912	EFT-IL Tax Deposit	-1,345.82
05/14/2021	EFT	TASC (Total Administrative Services Corp)	-669.14
05/14/2021	EFT	Prairie State Bank & Trust	-530.50
05/17/2021	8071	White Oak Township	35.00
05/18/2021	9097	Huck's/WEX Bank	-62.46
05/18/2021	9098	City of Bloomington Finance Dept	-16.93
05/18/2021	9099	White, Jack	-13.44
05/18/2021	9100	CDS Leasing	-195.00
05/25/2021	42051	Town of the City of Bloomington - CEM	8,113.91
05/25/2021	9101	VISA (DLS)	-3.17
05/25/2021	9102	NCPERS Group Life Ins	-128.00
05/25/2021	9103	City of Bloomington Health Insurance	-15,458.79
05/25/2021	9104	VISA (SRS)	-427.99
05/25/2021	9105	City of Bloomington Water Dept	-159.57
05/25/2021	9106	Skillrud, D L	-134.14
05/25/2021	9107	American Pest Control Inc	-37.00
05/25/2021	9108	Walden Automotive	-945.44
05/27/2021	9111	Town of the City of Bloomington - CEM	-15,647.66
05/27/2021	9112	Town of the City of Bloomington - GA	-6,177.47
05/28/2021	20210531	EFT-Payroll	-20,107.49
05/28/2021	92461579	EFT-Federal Tax Deposit	-6,870.18
05/28/2021	1936441616	EFT-IL Tax Deposit	-1,257.69
05/28/2021	EFT	TASC (Total Administrative Services Corp)	-669.14
05/28/2021	EFT	Prairie State Bank & Trust	-530.50
05/28/2021	52525	EFT-IMRF	-16,483.06
05/28/2021	9109	Renner, Tari	-36.94
05/28/2021	09981009473	IMRF - Illinois Municipal Retirement Fund	1,403.08
05/28/2021	Credit	Interest	17.49
Total			<u>-24,390.92</u>

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

JMS: Checking Account Activity			
<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
0099 - Bloomington Municipal Credit Union (BMCU)			
05/11/2021	2764	City of Bloomington (JMS grant)	-8,285.91
Total			<u>-8,285.91</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 **31st day of May 2021**, 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 **28th day of June 2021**.

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

Notary Public

This **28th day of June 2021**.

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 **\$45,854.25** in PRAIRIE STATE BANK & TRUST (00) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$450,519.06** in PRAIRIE STATE BANK & TRUST (19) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the GENERAL ASSISTANCE FUND of said TOWN.

WARD 1: Jamison Mathy

WARD 6: Jenn Carrillo

WARD 2: Donna Boelen

WARD 7: Mary "Mollie" Ward

WARD 3: Sheila Montney

WARD 8: Jeff Crabill

WARD 4: Julie Emig

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: MAY 2021

Public Funds at Commencement

Cash: Prairie State Bank & Trust (00) Checking Balance	\$	45,863	
Investments: Prairie State Bank & Trust (19)	\$	435,275	
Public Funds at Commencement	\$		481,138

Public Funds Received This Month

Interest: Prairie State Bank (00)	\$	7	
Interest: Prairie State Bank (19)	\$	67	
Personal Property Replacement Tax	\$	6,177	
Refunds & Recoveries	\$	7,849	
Tax Levy	\$	15,177	
Public Funds Received This Month	\$		29,278
Public Funds Available	\$		510,416

Public Funds Expended This Month

	\$	14,042
TOTAL Public Funds at Month End	\$	496,373

Public Funds at Month End

Cash: Prairie State Bank & Trust (00) Checking Balance	\$	45,854	
Investments: Prairie State Bank & Trust (19)	\$	450,519	
TOTAL Public Funds at Month End	\$		496,373

Checking Account Activity

Checkbook Balance at Commencement	\$	45,863	
Deposits:			
Interest: Prairie State Bank & Trust (00)	\$	7	
Personal Property Replacement Tax	\$	6,177	
Refunds & Recoveries	\$	7,849	
Total Deposits for Month	\$	14,034	
Total Funds Available	\$		59,897
Checks Written: General Assistance	\$		14,042
Checkbook Balance at Month End	\$		45,854

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

Balance per Bank Statement	\$	49,196	
Less Outstanding Checks	\$	(3,341)	
Checkbook Balance per Reconciliation	\$		45,854

Town of the City of Bloomington--General Assistance Fund

Statement of Receipts and Disbursements

May-21

Revenue			
7000 Interest	\$	74	
7600 Personal Property Replacement Tax	\$	6,177	
7700 Refunds & Recoveries	\$	7,849	
7800 Tax Levy	\$	15,177	
Total Revenue	\$		29,278
Total Income	\$		29,278
Expense: CW			
6011 Groceries/Personal Essentials	\$	4,534	
6021 Rent	\$	6,844	
6051 Utilities	\$	1,374	
6071 Emergency Assistance	\$	1,181	
6121 Allowances	\$	110	
Total CW	\$		14,042
Total Expense	\$		14,042
Net Income	\$		15,235

Town of the City of Bloomington--General Assistance Fund

Year to Date Budget Comparison

Income		<u>May-21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenue					
7000 Interest		\$ 154	\$ 1,000	\$ (846)	15.4%
7400 Other Income		\$ -	\$ 150	\$ (150)	0.0%
7600 Personal Property Replacement Tax		\$ 10,971	\$ 12,000	\$ (1,029)	91.4%
7700 Refunds & Recoveries		\$ 7,849	\$ 30,000	\$ (22,151)	26.2%
7800 Tax Levy		\$ 15,177	\$ 200,000	\$ (184,823)	7.6%
7900 GT Fund Transferred to GA Fund		\$ -	\$ 200,000	\$ (200,000)	0.0%
Total Revenue		\$ 34,152	\$ 443,150	\$ (408,998)	7.7%
Total Income		\$ 34,152	\$ 443,150	\$ (408,998)	7.7%
Expense					
CW					
6011 Groceries/Personal Essentials		\$ 11,193	\$ 112,500	\$ (101,307)	9.9%
6021 Rent		\$ 12,250	\$ 250,000	\$ (237,750)	4.9%
6051 Utilities		\$ 2,164	\$ 52,500	\$ (50,336)	4.1%
6061 Medical		\$ -	\$ 20,000	\$ (20,000)	0.0%
6071 Emergency Assistance		\$ 1,836	\$ 150,000	\$ (148,164)	1.2%
6081 Hospital		\$ -	\$ 10,000	\$ (10,000)	0.0%
6091 Funeral/Burial		\$ -	\$ 6,000	\$ (6,000)	0.0%
6101 Transportation		\$ -	\$ 40,000	\$ (40,000)	0.0%
6121 Allowances		\$ 366	\$ 10,000	\$ (9,634)	3.7%
Total CW Expense		\$ 27,810	\$ 651,000	\$ (623,190)	4.3%
Total Expense		\$ 27,810	\$ 651,000	\$ (623,190)	4.3%
Net Income		\$ 6,342	\$ (207,850)	\$ 214,192	

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)			
05/03/2021	AC1433970	Treasurer, State of IL, SSI Reimbursement	351.43
05/04/2021	36219	Fairmont LLC	-319.00
05/04/2021	36220	Ameren Illinois	-28.74
05/04/2021	36221	Choice, Ophelia Alex %AB Rentals Inc	-638.00
05/04/2021	36222	Moore, J A dba Maple Grove Estates	-319.00
05/04/2021	36223	Sayeed, Yousuf dba Sun Down Express LLC	-319.00
05/04/2021	36224	SRIM LLC %Redbird Property Mgmt Inc	-319.00
05/05/2021	EFT	EFT-Kroger via Valutec	-4,533.65
05/11/2021	36225	Ameren Illinois	-599.13
05/11/2021	36226	PBH Oak Creek LLC dba Oak Creek Crossing	-319.00
05/11/2021	36227	GMTK Management LLC	-319.00
05/11/2021	36228	Secretary of State of Illinois	-20.00
05/11/2021	36229	Bloomington Leased Housing Associates VI	-226.00
05/11/2021	36230	Phoenix Towers Preservation LP	-37.00
05/11/2021	36231	Consalvo, Daniel J & Susan	-300.00
05/11/2021	36232	BHA; Blmgtm Housing Authority (rent)	-242.00
05/11/2021	36233	Clothier Land Trust H-187 %Willow Creek	-160.00
05/11/2021	36234	Jessen, Chad & Micha dba Red Rock Prop	-319.00
05/11/2021	36235	Lincoln Towers %Mid-Northern Group	-103.00
05/11/2021	36236	Karasen, Cihan	-319.00
05/11/2021	36237	Wonder Farms Land Trust LLC	-300.00
05/18/2021	36238	Miller Trust, Annetta O dba Miller Prop	-319.00
05/18/2021	36239	Bloomington Leased Housing Associates VI	-319.00
05/18/2021	36240	City of Bloomington Water Department	-257.29
05/18/2021	36241	MIMG LII Arbors at Eastland LLC	-319.00
05/18/2021	36242	Ameren Illinois	-423.97
05/18/2021	36243	BHA; Blmgtm Housing Authority (rent)	-397.00
05/18/2021	36244	Econ-O-Wash Cleaners/Wilson & Wilson Ent	-40.00
05/18/2021	36245	Headlee, Stacey L	-319.00
05/18/2021	36246	Ahrens, Charles dba Abundant Life in Chri	-250.00
05/18/2021	36247	Eastgate Colonial Corp %Apt Mart	-200.00
05/18/2021	36248	Lincoln Towers %Mid-Northern Group	-93.00
05/18/2021	36249	BHA; Blmgtm Housing Authority (laundry)	-25.00
05/18/2021	36250	NICOR Gas	-49.26
05/25/2021	36251	Ameren Illinois	-239.88
05/25/2021	36252	BHA; Blmgtm Housing Authority (rent)	-77.00
05/25/2021	36253	BHA; Blmgtm Housing Authority (laundry)	-25.00
05/25/2021	36254	Traver, Vera A & William S	-200.00
05/25/2021	36255	Shepard, Cynthia M dba Shakman Ent	-250.00
05/25/2021	36256	Biesiada, Estate of Walter E %AB Rentals	-237.50
05/25/2021	36257	Uzueta, Stephanie D	-250.00
05/25/2021	36258	Powell, M & Kudrys, M dba RTPF Investment	-12.00
05/27/2021	AC1565502	Treasurer, State of IL, SSI Reimbursement	312.00
05/27/2021	AC1572713	Treasurer, State of IL, SSI Reimbursement	7,186.00
05/27/2021	9112	EFT-Personal Property Replacement Tax	6,177.47
05/28/2021	Credit	Interest	6.61
			<u>-8.91</u>

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ALL ACCOUNTS
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

Town of the City of Bloomington

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 **31st day of May 2021**, 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.

Subscribed and sworn to before me this **14th day of June 2021.**

Notary Public

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 **\$45,542.08** at HEARTLAND BANK (7774), BLOOMINGTON, McLEAN COUNTY, ILLINOIS and a balance of **\$506,019.81** at HEARTLAND BANK (7782), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the EVERGREEN MEMORIAL CEMETERY FUND of said TOWN.

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

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.

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

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Town of the City of Bloomington--Cemetery Fund

Month of: MAY 2021

Funds at Commencement

Cash: Heartland Bank 7774 (Checking)	\$	88,498	
Cash: Heartland Bank 7782 (Reserve)	\$	467,513	
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$	213,828	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 03/31/2021	\$	249,376	
		<u> </u>	
Funds at Commencement	\$		1,019,216

Public Funds Received This Month

Real Estate Tax Levy	\$		38,444
Personal Property Replacement Tax	\$		15,648

Other Funds Received This Month

Opening/Closing Fees	\$	7,700	
Sale of Lots	\$	6,085	
Sale of Crypts	\$	150	
Sale of Niches	\$	3,270	
Sales of Pet Cemetery Spaces	\$	50	
Interest: Checking/Reserve	\$	66	
Income from Trusts	\$	13	
Other Income	\$	1,775	
Inspection Fees	\$	375	
		<u> </u>	19,484
Total Funds Received This Month		\$	73,575
Total Funds Available		\$	1,092,791

Funds Expended This Month

TOTAL Funds at Month End \$ 1,016,279

Funds at Month End

Cash: Heartland Bank 7774 (Checking)	\$	45,542	
Cash: Heartland Bank 7782 (Reserve)	\$	506,020	
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$	215,341	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 03/31/2021	\$	249,376	
		<u> </u>	
TOTAL Funds at Month End	\$		1,016,279

Checking Account Activity

Checkbook Balance at Commencement			\$	88,498
Deposits				
Personal Property Replacement Tax	\$	15,648		
Opening/Closing Fees	\$	7,700		
Sales - Other	\$	50		
Sale of Lots	\$	6,085		
Sale of Crypts	\$	150		
Sale of Niches	\$	3,270		
Other Income	\$	1,775		
Interest: Checking	\$	3		
Inspection Fees	\$	375		
Prepaid O/C Deposits transferred (to)/from Acct 7114	\$	(1,500)		
Total Deposits for Month		<u> </u>	\$	33,555
Total Funds Available			\$	122,054
Checks Written				
Compensation & Benefits	\$	34,051		
Administrative Expenses	\$	21,758		
Cemetery Improvements, Maintenance & Repair	\$	17,291		
Cemetery Operations	\$	3,413		
Total Checks Written		<u> </u>	\$	76,512
Total Checks Written			\$	76,512
Checkbook Balance at Month End			<u><u>\$</u></u>	<u><u>45,542</u></u>

Bank Reconciliation at Month End

Balance per Bank Statement	\$	25,026	
Plus Outstanding Deposits	\$	22,306	
Less Outstanding Checks	\$	(1,790)	
		<u> </u>	
Checkbook Balance per Reconciliation	\$		45,542

Town of the City of Bloomington--Cemetery Fund

Statement of Receipts and Disbursements

Revenue		<u>May-21</u>	
40100 Real Estate Tax Levy	\$	38,444	
41000 Personal Property Replacement Tax	\$	15,648	
42000 Opening/Closing Fee	\$	7,700	
42500 Sale of Lots	\$	6,085	
43000 Sale of Crypts	\$	150	
43100 Sale of Niches	\$	3,270	
44700 Other Income	\$	1,775	
44850 Sales - Other	\$	50	
43500 Interest: Checking/Reserve	\$	66	
49000 Income from Trusts	\$	13	
49021 Inspection Fees	\$	375	
Total Revenue		\$	73,575
Total Income		\$	73,575
Expense			
Compensation & Benefits			
50101 Wages: Administrative Staff	\$	5,649	
50102 Wages: Cemetery Staff	\$	20,791	
50201 Payroll Taxes	\$	1,922	
50202 IMRF (2021 = 11.41%)	\$	2,879	
50204 Employee Health Insurance	\$	2,781	
50205 Direct Deposit Transmittal Fees	\$	30	
Total Compensation & Benefits		\$	34,051
Administrative Expenses			
51100 Casualty Insurance	\$	20,299	
52000 Office Supplies	\$	498	
52500 Utilities	\$	462	
55400 Special Event Expenses	\$	306	
55450 Other Admin Expenses	\$	193	
Total Administrative Expenses		\$	21,758
Cemetery Improvements, Maintenance & Repair			
57601 Flags & Flag Poles	\$	7,190	
57800 Operating Equipment	\$	5,035	
58000 Mausoleum (including debt service)	\$	5,066	
Total Cemetery Improvements, Maintenance & Repair		\$	17,291
Cemetery Operations			
55500 Fuel, Oil and Equipment	\$	528	
56500 Equipment Repairs	\$	1,489	
56600 Cemetery Supplies & Maintenance	\$	25	
56800 Disposal of Leaves/Branches	\$	240	
57602 Grounds Maintenance/Repair	\$	288	
57603 Road, Fence, Lot, Drains	\$	184	
58100 Grave Markers	\$	658	
Total Cemetery Operations		\$	3,413
Total Expense		\$	76,512
Net Income		\$	(2,936)

Town of the City of Bloomington--Cemetery Fund

Year to Date Budget Comparison

Income	<u>May-21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenue				
40100 Real Estate Tax Levy	\$ 38,444	\$ 506,600	\$ (468,156)	7.6%
41000 Personal Property Replacement Tax	\$ 27,790	\$ 30,000	\$ (2,210)	92.6%
42000 Opening/Closing Fee	\$ 20,200	\$ 90,000	\$ (69,800)	22.4%
42100 Marker Commission	\$ -	\$ 9,000	\$ (9,000)	0.0%
42500 Sale of Lots	\$ 25,770	\$ 45,000	\$ (19,230)	57.3%
43000 Sale of Crypts	\$ 310	\$ 20,500	\$ (20,190)	1.5%
43100 Sale of Niches	\$ 6,675	\$ 30,000	\$ (23,325)	22.3%
44700 Sale of Burial Supplies	\$ 200	\$ 500	\$ (300)	40.0%
42400 Sales - Other	\$ 300	\$ 2,000	\$ (1,700)	15.0%
43500 Interest	\$ 66	\$ 3,000	\$ (2,934)	2.2%
49000 Income from Trusts	\$ 28	\$ 4,000	\$ (3,972)	0.7%
49020 Other Income & Special Events	\$ 2,308	\$ 3,000	\$ (692)	76.9%
49021 Inspection Fees	\$ 750	\$ 2,500	\$ (1,750)	30.0%
Total Revenue	\$ 122,841	\$ 746,100	\$ (623,259)	16.5%
Total Income	\$ 122,841	\$ 746,100	\$ (623,259)	16.5%
Expense				
Compensation & Benefits				
50101 Wages: Administrative Staff	\$ 11,291	\$ 70,000	\$ (58,709)	16.1%
50102 Wages: Cemetery Staff	\$ 40,263	\$ 225,000	\$ (184,737)	17.9%
50201 Payroll Taxes - FICA	\$ 3,742	\$ 24,000	\$ (20,258)	15.6%
50202 IMRF (2021 = 11.41%)	\$ 5,599	\$ 37,000	\$ (31,401)	15.1%
50203 IDES - Unemployment Insurance	\$ -	\$ 13,500	\$ (13,500)	0.0%
50204 Employee Health Insurance	\$ 5,561	\$ 60,000	\$ (54,439)	9.3%
50205/50206 Other Payroll Expenses	\$ 60	\$ 975	\$ (916)	6.1%
Total Compensation & Benefits	\$ 66,516	\$ 430,475	\$ (363,959)	15.5%
Administrative Expenses				
51100 Casualty Insurance	\$ 20,299	\$ 21,000	\$ (701)	96.7%
51500 Contractual Services	\$ 2,799	\$ 11,000	\$ (8,201)	25.4%
52000 Office Supplies	\$ 533	\$ 4,000	\$ (3,467)	13.3%
52500 Utilities	\$ 1,255	\$ 18,500	\$ (17,245)	6.8%
54000 Advertising	\$ 495	\$ 2,000	\$ (1,505)	24.8%
54500 Dues/Seminars	\$ -	\$ 600	\$ (600)	0.0%
55500 Legal Expense	\$ -	\$ 3,000	\$ (3,000)	0.0%
55100 Audit Expense	\$ -	\$ 7,500	\$ (7,500)	0.0%
55200 Financial Administration	\$ -	\$ 12,200	\$ (12,200)	0.0%
55400 Special Event Expenses	\$ 306	\$ 10,000	\$ (9,694)	3.1%
55450 Other Admin Expenses	\$ 1,500	\$ 5,000	\$ (3,500)	30.0%
57900 Office Equipment	\$ -	\$ 3,000	\$ (3,000)	0.0%
Total Administrative Expenses	\$ 27,187	\$ 97,800	\$ (70,613)	27.8%
Cemetery Improvements, Maintenance & Repairs				
57601 Flags & Flag Poles	\$ 13,140	\$ 20,000	\$ (6,860)	65.7%
57800 Operating Equipment	\$ 5,035	\$ 17,000	\$ (11,965)	29.6%
58000 Mausoleum (including debt service)	\$ 10,132	\$ 60,800	\$ (50,668)	16.7%
58400 Scattering Grounds/Ossuary	\$ -	\$ 10,000	\$ (10,000)	0.0%
Total Cemetery Improvements, Maintenance & Repairs	\$ 28,307	\$ 107,800	\$ (79,493)	26.3%

Town of the City of Bloomington--Cemetery Fund

Year to Date Budget Comparison (cont.)

	<u>May-21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Cemetery Operations				
55500 Fuel, Oil & Equipment	\$ 528	\$ 10,000	\$ (9,472)	5.3%
56000 Tree Removal/Monument Repair	\$ 450	\$ 19,000	\$ (18,550)	2.4%
56500 Equipment Repairs	\$ 2,248	\$ 6,000	\$ (3,752)	37.5%
56600 Cemetery Supplies & Maintenance	\$ 569	\$ 9,000	\$ (8,431)	6.3%
56700 Rental Equipment & Leasing	\$ -	\$ 1,000	\$ (1,000)	0.0%
56800 Removal of Leaves/Branches	\$ 240	\$ 5,000	\$ (4,760)	4.8%
57000 Office Repairs & Maintenance	\$ -	\$ 2,000	\$ (2,000)	0.0%
57602 Grounds Maintenance/Repairs	\$ 403	\$ 40,000	\$ (39,597)	1.0%
57603 Road, Fence, Lot, Drains	\$ 188	\$ 50,000	\$ (49,812)	0.4%
57700 Equipment Building	\$ -	\$ 4,000	\$ (4,000)	0.0%
58100 Grave Markers	\$ 2,763	\$ 16,000	\$ (13,238)	17.3%
59900 Other Cemetery Expenses	\$ -	\$ 15,000	\$ (15,000)	0.0%
Total Cemetery Operations	\$ 7,388	\$ 177,000	\$ (169,612)	4.2%
Total Expense	\$ 129,398	\$ 813,075	\$ (683,677)	15.9%
Net Income	\$ (6,558)	\$ (66,975)	\$ 60,417	

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)			
05/02/2021	Credit	Interest	1.83
05/03/2021	Deposit	HBT - Heartland Bank & Trust	312.12
05/04/2021	Deposit	HBT - Heartland Bank & Trust	964.85
05/04/2021	42036	Evergreen FS Inc	-528.48
05/04/2021	42037	TOIRMA	-20,299.00
05/04/2021	42038	Ameren Illinois	-227.61
05/04/2021	42039	COMCAST Business	-230.17
05/05/2021	Deposit	HBT - Heartland Bank & Trust	6,445.00
05/11/2021	42040	Heartland Bank & Trust - mausoleum	-5,066.00
05/11/2021	42041	Nord Outdoor Power	-5,034.92
05/11/2021	42042	ColdSpring Memorial Group	-610.00
05/11/2021	42043	Midwest Equipment II	-259.38
05/11/2021	42044	RP Lumber Company Inc	-88.38
05/11/2021	42045	Peoria Flag & Decorating Company	-7,189.74
05/14/2021	20210515	Payroll Direct Deposit	-8,949.43
05/14/2021	31588553	EFTPS - IRS	-2,303.92
05/14/2021	1603260688	IL Dept of Revenue	-524.32
05/17/2021	Deposit	HBT - Heartland Bank & Trust	2,229.31
05/18/2021	42046	Pontiac Granite Co Inc	-48.00
05/18/2021	42047	VISA BMCU...1484	-1,893.62
05/18/2021	42048	RP Lumber Company Inc	-97.11
05/18/2021	42049	Dave Capodice Excavating Inc	-711.66
05/20/2021	Deposit	HBT - Heartland Bank & Trust	975.00
05/20/2021	0520212310	Weber, Darlene & David	-500.00
05/20/2021	0520212310	Dunt, Scott & Gudrun	-1,000.00
05/20/2021	0520212310	Schmidt, Patricia	-500.00
05/20/2021	0520212321	Phillips, Alan	500.00
05/21/2021	Deposit	HBT - Heartland Bank & Trust	48.10
05/25/2021	Deposit	HBT - Heartland Bank & Trust	289.19
05/25/2021	42050	City of Bloomington Water Dept	-4.02
05/25/2021	42051	City of Bloomington TWP - Reimburse	-8,113.91
05/26/2021	Deposit	HBT - Heartland Bank & Trust	1,285.60
05/27/2021	Deposit	HBT - Heartland Bank & Trust	24.25
05/27/2021	42052	Aaron M Anderson	-250.00
05/27/2021	42053	Christopher D Anderson	-250.00
05/27/2021	42054	Nash B Armstrong	-250.00
05/27/2021	42055	Kyle J Durlinger	-250.00
05/27/2021	42056	Andrew M Madison	-250.00
05/27/2021	42057	Wesley A Novy	-250.00
05/27/2021	42058	Deanna L O'Reilly	-250.00
05/27/2021	42059	Misty D Porter	-250.00
05/27/2021	32400161	EFTPS - IRS	-346.20
05/28/2021	Deposit	HBT - Heartland Bank & Trust	413.61
05/28/2021	20210531	Payroll Direct Deposit	-8,936.44
05/28/2021	24048249	EFTPS - IRS	-2,345.38
05/28/2021	1846110480	IL Dept of Revenue	-530.90
05/31/2021	Deposit	HBT - Heartland Bank & Trust	21,892.66
05/31/2021	Credit	Interest	0.90
Total			<u>-42,956.17</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 **May 11, 2021 through June 14, 2021.**

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 **14th day of June 2021.**

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

Notary Public

This **14th day of June 2021.**

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 Thalgot

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

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CEMETERY FUND: Exhibit "A" - REQUEST FOR PAYMENT: June 14, 2021 Meeting

ACCT	VENDORS	DESCRIPTION	Date Due	Amount
57601	Amazon/VISA	Avenue of flags: supplies (estimated)	6/30/21	\$475.00
56500	Amazon/VISA	equipment repairs	6/30/21	\$186.93
58100	ColdSpring Memorial Group	Grave Markers (estimated)	6/30/21	\$1,600.00
42500	Douglas, Patty	Customer Refund	6/30/21	\$783.00
55450	Farm & Fleet/VISA	Seasonal Uniforms (estimated)	6/30/21	\$150.00
57602	Growing Grounds/VISA	root stimulator & weed killer	6/30/21	\$53.97
54500	ICFHA: Illinois Cemetery & Funeral Home/VIS	Dues/Seminars (estimated)	6/30/21	\$250.00
56500	Martin Sullivan	weed eater string (inv #1284888)	6/30/21	\$35.00
57000	Menards/VISA	Drain Kit & Test Strips: sump pump issue (estimated)	6/30/21	\$100.00
56600	Midwest Equipment/VISA	weed eater string (estimated)	6/30/21	\$549.90
56500	Morris Avenue Garage/VISA	Truck/Trailer Inspections (estimated)	6/30/21	\$80.00
56500	Nord Outdoor Power Equipment/VISA	Equipment Maintenance (estimated)	6/30/21	\$200.00
57000	VISA/Pipeworks	Sump Pump (estimated inspection cost)	6/30/21	\$200.00
56500	VISA/Quality Truck & Equipment Co	Hydraulic fitting & hose	6/30/21	\$73.01
57601	Ron Smith Printing Co/VISA	Ave of Flags supplies (estimated)	6/30/21	\$47.88
55400	United States Flag Store/VISA	UN Flags (estimated)	6/30/21	\$140.00
52000	US Postmaster/VISA	Office Supplies: Postage (estimated)	6/30/21	\$200.00
55450	Walmart/VISA	uniforms: t-shirts	6/30/21	\$14.34
TOTAL: Requests for Payments				\$5,139.03

CEMETERY FUND: ADDENDUM to Exhibit "A" - REQUEST FOR PAYMENT: June 14, 2021 Meeting

ACCT	VENDORS	DESCRIPTION	Date Due	Amount
55450	Dollar General/VISA		6/30/21	\$17.00
56600	Lowe's/VISA	cones,light,padlocks	6/30/21	\$108.83
57601	Lowe's/VISA	flag rope	6/30/21	\$69.12
57602	Lowe's/VISA	Eagle Scout project	6/30/21	\$124.06
55450	Lowe's/VISA	keys	6/30/21	\$8.94
TOTAL ADDENDUM: Requests for Payments				\$327.95

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CERTIFICATE FOR PAYMENT OF ACCOUNTS--SUPERVISOR

ALL ACCOUNTS
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)
COUNTY OF McLEAN)

)SS

Town of the City of Bloomington

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 **May 25, 2021, to June 28, 2021.**

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 **28th day of June 2021.**

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

Notary Public

This **28th day of June 2021.**

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: Jamison Mathy

WARD 6: Jenn Carrillo

WARD 2: Donna Boelen

WARD 7: Mary "Mollie" Ward

WARD 3: Sheila Montney

WARD 8: Jeff Crabill

WARD 4: Julie Emig

WARD 9: Tom Crumpler

WARD 5: Nick Becker

Trustee Mboka Mwiliambwe

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: **June 28, 2021** Meeting

Compensation (Salaries)			Due	Amount
7011	TWP Supervisor	D Skillrud	06/30/21	\$ 3,916.67
7011	TWP Supervisor	D Skillrud	07/15/21	\$ 3,916.67
7011	TWP Supervisor	D Skillrud	07/31/21	\$ 3,916.67
7021	TWP Assessor	S Scudder	06/30/21	\$ 4,000.00
7021	TWP Assessor	S Scudder	07/15/21	\$ 4,000.00
7021	TWP Assessor	S Scudder	07/31/21	\$ 4,000.00
7041	Town Trustee 05/24/2021	Ward 1: J Mathy	06/30/21	\$ 20.00
7041	Town Trustee 05/24/2021	Ward 2: D Boelen	06/30/21	\$ 20.00
7041	Town Trustee 05/24/2021	Ward 3: S Montney	06/30/21	\$ 20.00
7041	Town Trustee 05/24/2021	Ward 4: J Emig	06/30/21	\$ 20.00
7041	Town Trustee 05/24/2021	Ward 5: N Becker	06/30/21	\$ 20.00
7041	Town Trustee 05/24/2021	Ward 6: J Carrillo	06/30/21	\$ 20.00
7041	Town Trustee 05/24/2021	Ward 7: M Ward	06/30/21	\$ 20.00
7041	Town Trustee 05/24/2021	Ward 8: J Crabill	06/30/21	\$ 20.00
7041	Town Trustee 05/24/2021	Ward 9: T Crumpler	06/30/21	\$ 20.00
7041	Town Trustee 05/24/2021	Trustee: M Mwiliambwe	06/30/21	\$ 20.00
Compensation (Salaries) TOTAL				\$ 23,950.01
Assessor's Claims				
9151	Auto Expense	BMCU Visa/COB/WEX/Parkway/Walden/Leman/Others (Est)	06/30/21	\$ 500.00
9161	Telephone	City of Bloomington/Frontier/Others (Estimated)	06/30/21	\$ 300.00
9171	Utilities	City of Bloomington Water Dept (Estimated)	06/30/21	\$ 150.00
9171	Utilities	Ameren/Direct Energy Business (Estimated)	06/30/21	\$ 400.00
9171	Utilities	NICOR Gas/Direct Energy Business (Estimated)	06/30/21	\$ 250.00
9201	Office Supplies	BMCU Visa/Quill/Others (Estimated)	06/30/21	\$ 500.00
9251	Education/Meetings/Conferences	BMCU Visa/IAAO/Jorcak/Others	06/30/21	\$ 1,000.00
9271	Appraisal Services	Danny Bowman (Estimated)	06/30/21	\$ 2,500.00
9291	Janitorial	Soaring Eagle Cleaning Services LLC	06/30/21	\$ 150.00
9301	Computer Services	BMCU Visa/BNAR/MLS/Coldwell Bankers/ILDFPR/Others	06/30/21	\$ 100.00
9301	Computer Services	BMCU Visa/COB/Verizon Wireless (Estimated)	06/30/21	\$ 50.00
Assessor's Claims TOTAL				\$ 5,900.00
Community Agency Funding				
1023	Community Medical/	YMCA McLean County	06/30/21	\$ 10,000.00
1023	Community Medical/	Faith In Action	06/30/21	\$ 8,500.00
1025	GA Client Services/Workfare Development	Prairie State Legal Services Inc	06/30/21	\$ 10,000.00
1025	GA Client Services/Workfare Development	BMCU VISA/U-Haul/Hucks/DSkillrud/Others	06/30/21	\$ 5,852.90
1025	GA Client Services/Workfare Development	VISA/Menards/Lowe's/Walmart/Others	06/30/21	\$ 372.75
1026	Youth Services	Baby Fold, The	06/30/21	\$ 10,000.00
1027	Senior Services	Normal Township ARC (Senior Center)	06/30/21	\$ 40,000.00
1027	Senior Services	OSF/SBL Peace Meal Senior Nutrition Program/Others	06/30/21	\$ 20,000.00
1027	Senior Services	Prairie State Legal Services Inc	06/30/21	\$ 8,500.00
Community Agency Funding TOTAL				\$ 113,225.65
1035	Publishing	Lee Industries/Pantagraph/Others (Estimated)	06/30/21	\$ 150.00
1040	Building Maintenance	Bill's Key & Lock (Estimated)	06/30/21	\$ 285.00
1040	Building Maintenance	American Pest Control	06/30/21	\$ 74.00
1042	Janitorial Services & Supplies	Soaring Eagle Cleaning Services LLC	06/30/21	\$ 525.00
Services & Expenses TOTAL				\$ 1,034.00
Supervisor's Claims				
8091	Postage	BMCU VISA/USPS/Federal Express/Others (Estimated)	06/30/21	\$ 3,500.00
8121	Janitorial	Soaring Eagle Cleaning Services	06/30/21	\$ 375.00
8131	Utilities	City of Bloomington Water Dept (Estimated)	06/30/21	\$ 701.27
8131	Utilities	Ameren/Direct Energy Business (Estimated)	06/30/21	\$ 1,119.58
8131	Utilities	NICOR Gas/Direct Energy Business (Estimated)	06/30/21	\$ 549.06
8141	Telephones	Frontier/Verizon North/City of Bloomington/Others (Estimated)	06/30/21	\$ 1,155.43
8151	Car Expense	D Skillrud/others (Estimated)	06/30/21	\$ 200.00
8151	Car Expense	T Maruna/others (Estimated)	06/30/21	\$ 303.60
8181	Equipment Repair/Rental	BMCU VISA/CDS/Others	06/30/21	\$ 566.00
8221	Computer/Contract Services	EFT-Valutec (Estimated)	06/30/21	\$ 66.32
8241	Membership Dues	BMCU VISA/Township Officials of Illinois (TOI)	06/30/21	\$ 75.00
Supervisor's Claims TOTAL				\$ 8,611.26
TOTAL Request for Payment				\$ 152,720.92

Town of the City of Bloomington

STATEMENT OF FUNDS

Month of: **MAY 2021**

		Cemetery Public Fund	General Town Fund	General Assistance	COMBINED FUNDS
Fund Balances at Beginning of Month		\$ 556,011	\$ 2,347,337	\$ 481,138	\$ 3,384,486
Revenues	Interest	\$ 66	\$ 230	\$ 74	\$ 370
	Income from Trusts				\$ -
	Other Income	\$ 1,775	\$ (6,594)		\$ (4,819)
	Township Litigation Income				\$ -
	Personal Property Replacement Tax	\$ 15,648	\$ 50,807	\$ 6,177	\$ 72,632
	Marker Commissions	\$ -			\$ -
	Opening/Closing Fees	\$ 7,700			\$ 7,700
	Sales	\$ 9,555			\$ 9,555
	Inspection Fee	\$ 375			\$ 375
	Refunds and Recoveries			\$ 7,849	\$ 7,849
	Transfer to O/C Acct	\$ (1,500)			\$ (1,500)
	Tax Levy	\$ 38,444	\$ 124,823	\$ 15,177	\$ 178,444
	Proceeds from Loan				\$ -
	Transfer between funds				\$ -
	Trust Activity				\$ -
Total Revenues		\$ 72,062	\$ 169,266	\$ 29,278	\$ 270,605
Expenditures	Administrative Expenses	\$ 21,758			\$ 21,758
	Assessor's Office		\$ 3,766		\$ 3,766
	Capital Improvements	\$ 17,291			\$ 17,291
	Casework/General Assistance			\$ 14,042	\$ 14,042
	Cemetery Operations	\$ 3,413			\$ 3,413
	Community Agency Funding		\$ 313		\$ 313
	Compensation & Benefits	\$ 34,051	\$ 85,571		\$ 119,621
	Services & Expenses		\$ 13,617		\$ 13,617
	Supervisor's Office		\$ 1,008		\$ 1,008
	Total Expenditures	\$ 76,512	\$ 104,275	\$ 14,042	\$ 194,829
Fund Balances at Month End		\$ 551,562	\$ 2,412,328	\$ 496,373	\$ 3,460,263

Revenue Distribution Report

Fiscal Year To Date ~ **FY2022**

		Cemetery Fund	Town Admin. Fund	General Assistance	COMBINED FUNDS
	Tax Levy Extension for Tax Year 2020	\$ 506,623	\$ 1,644,968	\$ 200,008	\$ 2,351,598
	Percentage	21.5438%	69.9511%	8.5052%	100.0000%
Personal Property Replacement Tax					
	04/06/2021 03-2021	\$ 12,142	\$ 39,424	\$ 4,793	\$ 56,359
	05/06/2021 04-2021	\$ 15,648	\$ 50,807	\$ 6,177	\$ 72,632
TOTAL		\$ 27,790	\$ 90,231	\$ 10,971	\$ 128,991
Tax Levy Extension for Tax Year 2020					
	05/25/2021 01-2021	\$ 38,444	\$ 124,823	\$ 15,177	\$ 178,444
TOTAL		\$ 38,444	\$ 124,823	\$ 15,177	\$ 178,444



FOR: Honorable Township Trustees

SUBJECT: Draft Budget Amendment – Town Fund Fiscal Year (FY) 2022

RECOMMENDATION/MOTION: Recommend that the draft Budget Amendment be accepted and placed on file for thirty, (30), day review period.

BACKGROUND: Township statutes allow budgets to be amended by the same procedure as adoption of the budget and appropriation ordinance. Acceptance of this draft Budget Amendment is the first step in the process. The draft Budget Amendment must be available for public inspection for at least thirty, (30), days. In addition, a Public Hearing Notice must be published in the Pantagraph at least thirty, (30), days prior to the hearing. The draft budget amendment will be available for public inspection at the Township Building, Government Center, and Evergreen Memorial Cemetery. In addition, it will be placed on the Township's website.

Township statutes also allow transfers between various line items in any fund in such budget and appropriation ordinance not exceeding ten percent, (10%), in aggregate of the total amount appropriated in such fund. Township staff has prepared a list of line-item transfers for the Town Fund to address the Property Condition Assessment's (PCA) Priority Levels ADA and Year 1 and to provide additional funding for CERP, (Community Emergency Response Plan). Funds will be transferred from FY 2022 Town Fund beginning balance to the CERP line item, (see CERP line item which has been increased by \$300,000) and the Building Repairs line item, (see the Building Repairs line item which has been increased by \$317,514). Both line items are within the Town Fund.

This line-item transfers represents budget adjustments and Township staff made the decision to present them at this time based upon a belief they are needed. The expense amendment reflects the PCA's Priority Levels ADA and Year 1 items and the potential for utility requests due to the pandemic.

The goal is to address the PCA's projects and CERP utilizing unanticipated carryover funds due to unrealized budget expenditures which did not occur in FY 2021 due to the COVID – 19 pandemic. The Township does not plan to borrow funds or request an increase to the Tax Levy to address building maintenance and repairs.

The timeline for the budget amendment is as follows:

June 28, 2021	Accept draft budget amendment and draft Ordinance placed on file
July 1, 2021	Notice is published in the Pantagraph
August 2, 2021	Public Hearing on Budget Amendment and Ordinance adopted

Again, the line-item transfers address the PCA's Priority Levels ADA and Year 1 and CERP. These expenditures were not originally budgeted due to the fact that the PCA was not available at that time and the unknown amount of unpaid utility bills. Township staff has held the line on expenses in an effort to avoid borrowing funds and/or increasing the tax levy.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: Township attorney, Township Board, the Farnsworth Group and McLean County coalition which was established to address the pandemic's impact upon the community with a focus on housing needs.

ADMINISTRATOR RESPONSE: Respectfully requests the draft Budget Amendment be accepted and placed on file for thirty, (30), day review period.

Respectfully submitted for Board consideration.

Recommended by:

Deborah L. Skillrud
Township Supervisor

ORDINANCE NO. 2021 – ____

**AN ORDINANCE FOR BUDGET AMENDMENT TO THE TOWN FUND
FOR THE 2021 – 2022 FISCAL YEAR**

WHEREAS, on March 22, 2021, by Ordinance Number 2021 – 01, the Town of the City of Bloomington also known as City of Bloomington Township, (“Township”), passed a Budget and Appropriation Ordinance for the Fiscal Year ending March 31, 2022, which Ordinance was approved and signed on March 22, 2021;

WHEREAS, the “Township” has prepared line item transfers for the 2021 – 2022 fiscal year as provided by the Municipal Budget Law (50 ILCS 330/3) approved July 12, 1937, as amended, which authorizes transfers between line items within any fund in such Appropriation Ordinance not exceeding ten percent, (10%), of the total amount appropriated in such fund by such ordinance;

WHEREAS, the “Township” received the Property Condition Assessment to address maintenance and repair needs of the Township Building and grounds;

WHEREAS, adjustments between appropriated line items in the Town Fund are desirable and necessary; and

WHEREAS, line item transfers are needed as detailed below.

NOW THEREFORE BE IT ORDAINED by the Township Board of the Town of the City of Bloomington as follows:

Section 1. Ordinance Number 2021 – 01, An Ordinance Adopting Budget for the 2021 – 2022 Fiscal Year is hereby amended. The “Township” has prepared line item transfers for the fiscal year 2021 - 2022 attached hereto is hereby approved and the amounts shown therein are hereby appropriated for the uses and purposes set forth therein, see EXHIBIT A.

Section 2. Except as provided for herein, Ordinance Number 2021 – 01 shall remain in full force and effect, provided, that any budgeted or appropriated amounts which are changed by reason of the line item transfers made in Section One of this Ordinance shall be amended in Ordinance Number 2021 – 01.

Section 3. This ordinance shall take effect immediately upon passage and approval.

PASSED this ____nd day of August, 2021.

APPROVED this ____nd day of August, 2021.

APPROVED: _____

Deborah L. Skillrud
Township Supervisor

ATTEST: _____

Leslie Yocum
Township Clerk

DRAFT

Town of the City of Bloomington

Proposed Amended - FY2022 Budget

For Tax Year 2020

FY2022: 04/01/2021 - 03/31/2022

LEVY COMPARISONS		Tax Year:	2017	2018	2019	2020
Evergreen Memorial 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

		Evergreen Memorial Cemetery Fund	General Town Fund	General Assistance Fund	COMBINED FUNDS
Actual Beginning Balance		563,548	2,396,769	490,031	3,450,348
Projected Revenues	Interest	3,000	6,000	1,000	10,000
	Income from Trusts	4,000			4,000
	Other Income & Special Events	3,000	85,000	150	88,150
	Township Litigation Income		25		25
	Personal Property Replacement Tax	30,000	89,500	12,000	131,500
	Opening/Closing Fee	90,000			90,000
	Marker Commission	9,000			9,000
	Sales	98,000			98,000
	Inspection Fee	2,500			2,500
	Refunds and Recoveries			30,000	30,000
	Tax Levy	506,600	1,645,000	200,000	2,351,600
	Proceeds from Loan		20,000		20,000
	Transferred from GT			200,000	200,000
Total Projected Revenues		746,100	1,845,525	443,150	3,034,775
Projected Expenditures	Administrative Expenses	97,800			97,800
	Assessor's Office		150,144		150,144
	Cemetery Improvements, Maintenance & Repairs	107,800			107,800
	Casework/General Assistance			651,000	651,000
	Cemetery Operations	177,000			177,000
	Community Agency Funding		593,200		593,200
	Compensation & Benefits	430,475	1,359,197		1,789,672
	*Services & Expenses		540,014		540,014
	Supervisor's Office		108,850		108,850
	GT Funds Transferred to GA Fund		200,000		200,000
Total Projected Expenditures		813,075	2,951,405	651,000	4,415,480
Projected Ending Balance		496,573	1,290,889	282,181	2,069,643

Average Monthly Expenditures	67,756	209,491	54,250	367,957
Number of Months in Reserve at end of FY	7.33	6.16	5.20	5.62
Tax Levy Split Percentages	0.2154	0.6995	0.0850	1

* Includes Building Repairs Totalling: \$377,514

6/3/2021

Town of the City of Bloomington

General Town Fund FY2022 Budget

For Tax Year 2020

FY2022: 04/01/2021 - 03/31/2022

General Town Fund		FY 2018 Actual		FY 2019 Actual		FY2020 Actual		FY2021 Actual		Approved BUDGET FY2022		Proposed AMENDED BUDGET FY2022	
										Based on Estimated Balance 04/01/2021		Based on Actual Balance 04/01/2021	
Beginning Fund Balance			1,168,787		1,356,419		1,509,688		1,932,227		1,481,356		2,396,769
Revenues	Interest		8,434		12,587		17,745		6,085		6,000		6,000
	Other Income		73,480		42,848		36,211		50,813		30,000		30,000
	Other Income: TWP IGAs								405		5,000		5,000
	Other Income: Grants								5,000		50,000		50,000
	Township Litigation Income		0		0		0		0		25		25
	Personal Property Replacement Tax		131,443		110,640		157,666		140,871		89,500		89,500
	Tax Levy		1,493,813		1,544,401		1,642,699		1,643,738		1,645,000		1,645,000
	Proceeds from Loan								0		20,000		20,000
Total Revenues			1,707,170		1,710,476		1,854,320		1,846,912		1,845,525		1,845,525
Expenditures	Assessor's Office		72,649		72,415		60,651		62,462		150,144		150,144
	Rent/Debt Service	21,544		21,544		0		0		21,544		21,544	
	Auto Expense	761		1,178		751		2,844		3,000		3,000	
	Telephone	3,164		3,251		2,896		2,887		3,000		3,000	
	Utilities	5,390		5,144		4,824		4,904		5,800		5,800	
	Postage	245		0		0		165		300		300	
	Office Supplies	1,925		608		3,286		4,182		2,000		2,000	
	Publications & Printing	232		0		227		0		500		500	
	Equipment	0		4,776		2,546		3,384		6,000		6,000	
	Equipment Repair/Rental	0		0		0		0		1,500		1,500	
	Education/Meetings/Conferences	9,605		5,835		7,751		3,040		9,000		9,000	
	Replating & Remapping	0		0		0		0		9,000		9,000	
	Appraisal Services	20,703		14,533		11,101		13,259		34,000		34,000	
	Janitorial	1,650		1,800		1,800		1,800		2,000		2,000	
	Computer Services	5,055		11,767		23,993		23,913		20,000		20,000	
	Mapping/GIS Services	0		0		0		0		30,000		30,000	
	Membership Dues	2,375		1,979		1,475		2,085		2,500		2,500	
	Community Agency Funding		137,000		148,290		141,799		175,216		293,200		593,200
	Community Medical	18,500		18,500		18,500		18,500		18,500		18,500	
	GA Client Service Funding	12,500		23,790		19,799		51,502		71,200		71,200	
	Youth Services	37,500		37,500		35,000		35,000		35,000		35,000	
	Senior Services	68,500		68,500		68,500		68,500		68,500		68,500	
	Grant #1							1,714		0		0	
	Grant #2									0		0	
	CERP									100,000		400,000	
	Compensation & Benefits		1,190,273		1,187,804		1,141,892		1,040,539		1,359,197		1,359,197
	TWP Supervisor	92,667		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		2,220		2,320		2,500		2,800		2,800	
	GA Staff	338,944		338,283		332,702		292,826		384,297		384,297	
	Deputy Assessors	339,799		346,410		334,415		294,159		404,000		404,000	
	IMRF	104,334		98,980		83,572		82,784		123,755		123,755	
	FICA	60,960		61,737		61,045		55,465		75,245		75,245	
	Group Medical	151,922		146,946		134,543		119,328		175,000		175,000	
	State Unemployment	928		827		896		1,077		1,600		1,600	

Town of the City of Bloomington

General Town Fund FY2022 Budget

For Tax Year 2020

FY2022: 04/01/2021 - 03/31/2022

General Town Fund		FY 2018 Actual		FY 2019 Actual		FY2020 Actual		FY2021 Actual		Approved BUDGET FY2022		Proposed AMENDED BUDGET FY2022	
	Services & Expenses		42,455		69,392		51,325		62,103		222,500		540,014
	Membership Dues	1,442		1,760		1,765		1,667		2,000		2,000	
	Auditing Expense	6,850		6,900		6,950		7,150		8,000		8,000	
	Legal Expense	5,482		12,784		11,174		5,358		12,000		12,000	
	Insurance	12,288		12,611		13,242		12,773		14,000		14,000	
	Publishing	498		654		262		686		2,000		2,000	
	Other Expenditures	2,617		2,537		2,759		2,237		4,000		4,000	
	Debt Service: Principle & Interest	2,606		254		0		0		20,000		20,000	
	Building Maintenance	7,004		8,657		10,032		8,578		25,000		25,000	
	Janitorial Services & Supplies	3,667		4,665		4,269		5,855		12,000		12,000	
	Building Security	0		0		0		0		3,500		3,500	
	Building Repairs	0		0		0		0		60,000		377,514	
	Special Projects	0		18,570		871		17,798		60,000		60,000	
	Supervisor's Office		77,162		79,305		36,113		42,058		108,850		108,850
	Postage	46		1,538		1,427		1,425		4,500		4,500	
	Rent/Debt Service	40,000		40,000		0		0		40,000		40,000	
	Janitorial	2,063		2,250		2,250		2,250		5,000		5,000	
	Utilities	8,085		7,723		7,229		7,356		7,000		7,000	
	Telephones	3,957		4,085		3,635		3,748		5,000		5,000	
	Car Expense	825		1,180		1,884		1,086		4,000		4,000	
	Education/Conference/Meetings	3,319		2,587		2,481		1,256		3,000		3,000	
	Equipment	1,066		1,640		323		4,521		5,000		5,000	
	Equipment Repair/Rental	3,862		2,910		2,934		3,332		8,000		8,000	
	Office Supplies	2,090		3,125		2,489		5,724		6,000		6,000	
	Printing	0		975		39		0		3,000		3,000	
	Publications	871		50		108		75		1,000		1,000	
	Computer/Contract Services	10,849		11,106		11,179		11,224		16,900		16,900	
	Membership Dues	130		135		135		60		450		450	
	Emergency Transfer of Funds								0		200,000		200,000
	GT Funds Transferred to GA Fund							0		200,000		200,000	
	Total Expenditures		1,519,539		1,557,206		1,431,781		1,382,379		2,333,891		2,951,405
	Ending Fund Balance		1,356,419		1,509,688		1,932,227		2,396,761		992,990		1,290,889

Average Monthly Expenditures	126,628	128,220	119,242	113,715	184,491	209,491
Number of Months in Reserve at end of FY	10.71	11.77	16.20	21.08	5.38	6.16
						6/3/2021

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



FOR: Honorable Township Trustees

SUBJECT: Reschedule July 26, 2021 Township Board Meeting to August 2, 2021

RECOMMENDATION/MOTION: Recommend that the July 26, 2021 Township Board Meeting be rescheduled to August 2, 2021.

BACKGROUND: Township staff prepared a draft Budget Amendment to address the Property Condition Assessment's Priority Levels ADA and Year 1. A budget amendment must go through the same process as the budget. The amendment is placed on file and made available for at least thirty (30) days. A Public Hearing Notice must be published in the Pantagraph at least thirty (30) days prior to the hearing.

Unfortunately, there is not thirty (30) days between the Board's regularly scheduled June and July meetings. Township staff hopes to complete the Parking Lot Improvements this calendar year. Township staff is therefore respectfully requesting a one time change to the Regular Meeting schedule. The July 26, 2021 meeting would be rescheduled to August 2, 2021. The Public Hearing on the proposed budget amendment would be held at 5:20 p.m. The Regular Meeting would be held at the scheduled time, 5:30 p.m.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: Township staff and the Farnsworth Group.

ADMINISTRATOR RESPONSE: Respectfully requests that the July 26th Township Board Meeting be reschedule to August 2, 2021 to accommodate the proposed budget amendment.

Respectfully submitted for Board consideration.

Recommended by:

Deborah L. Skillrud
Township Supervisor



FOR: Honorable Township Trustees

SUBJECT: Project Services Agreement with the Farnsworth Group to Provide Professional Services for Parking Lot Improvements

RECOMMENDATION/MOTION: Recommend that the Project Services Agreement with the Farnsworth Group be approved and the Supervisor be authorized to execute the necessary documents.

BACKGROUND: In 2003, the Farnsworth Group, (FG), designed the Township building. In 2020, FG prepared a Property Condition Assessment, (PCA). Engineering Services are subject to the Local Government Professional Services Selection Act. The Township chose FG for two (2) reasons: 1.) there was an existing satisfactory relationship and 2.) the cost of services was expected to be less than \$25,000.

The FG is a qualified Design Professional Firm. It offers qualified and competent staff which can address the scope/needs of this project. Township staff believes FG offers the best available professional design services for the taxpayer's money. Based upon past performance, FG offers experienced, expert, quality, and competent staff. They meet deadlines and stay within budget. It is a responsible firm which has shown concern for economy, efficiency, and quality service. The firm is financially stable with a local office.

Upon review of the PCA, Township staff came to conclusion that the parking lot improvements should be the first project. This decision was based upon the lot's current condition. This project would include the parking lot including the sewer manhole plus the ADA, (Americans with Disabilities Act), curb ramps and parking signage.

Township staff had hoped for an aggressive timeline. The goal was to complete this project before winter. Meeting this goal would take a coordinated schedule. Township staff has been informed this project will require a hearing before the City's Planning Commission for a Site Plan review. If the Site Plan is submitted by July 21, 2021, the first available Planning Commission date would be August 25th. This would mean the Site Plan would appear on the City Council's September 27th meeting agenda. Township staff is uncertain if this project would be able to start in the fall 2021 or must wait until spring 2022. The Project Timeline found in the Project Services Agreement, (see page 4), is therefore tentative.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: Township staff, Farnworth Group, City staff and Township attorney. Property Condition Assessment was provided to LIFE CIL.

ADMINISTRATOR RESPONSE: I respectfully request that the Project Services Agreement with the Farnsworth Group be approved and the Supervisor be authorized to execute the necessary documents.

Respectfully submitted for Board consideration.

Recommended by:

Deborah L. Skillrud
Township Supervisor



PROJECT SERVICES AGREEMENT

Parking Lot Improvements

City of Bloomington Township

June 15, 2021

PROJECT DESCRIPTION /

We understand that this project is intended to accomplish the following:

1. Removal and replacement of the parking lot, drives, walks and curb cuts.
2. Provide new accessible parking signs with new parking spaces and curb ramps designed in accordance with the current Illinois Accessibility Code and International Building Code.
3. Design to include adjustment of all valve and manhole covers to become flush with the new pavement or sidewalk.
4. Prepare contract documents suitable for bidding under the following development phases:
 - A. Topographic Survey
 - B. Construction Documents
 - C. Bidding
 - D. Construction Administration
 - E. Expenses
5. We understand the Client will pay a fee in lieu of detention to satisfy on-site stormwater detention requirements.
6. Prepare Site Plan Review petition and exhibits.
7. Site permitting including FAA permits (if required).

SCOPE OF PROFESSIONAL SERVICES /

The proposed Scope of Services for this project is as follows:

A. Topographic Survey

FGI shall conduct a topographic survey and prepare a drawing of existing conditions for use in preparing construction drawings for the PROJECT. Survey is necessary to document constructed improvements along Gridley Street that the Project will connect to. The work shall include the following tasks:

- We will locate and show all visible physical features including, but not limited to, concrete and asphalt paved areas, sidewalks, drives, stoops, signs, pavement striping along with the notation of parking, perimeter edges of buildings with their respective dimensions, trees over 4" diameter, visible and marked utilities, and other visible features. Above ground, visible utilities may include overhead cables and wires, poles, valves, hydrants, manholes, catch basins, pull boxes, vaults, and other improvements. Underground utilities may include sanitary and storm sewers, water mains, gas, electric, fiber-optic, telecom, CATV, visible irrigation valve boxes, and other utilities. No private irrigation lines or private communication lines or private utility lines will be located (if any exist then we could place those on the drawing based on existing plans provided to us).
- Survey data and elevations will be obtained using field surveying methods, with data point intervals generally in an approximate 50-foot grid. One-foot contours will be generated by digital terrain model using AutoCAD Civil 3D software.
- Visible and marked utilities will be located within the project area. Farnsworth Group assumes no liability for the location of underground utilities marked by others.
- Rim and invert elevations will be obtained for storm and sanitary sewers from above ground without directly entering manholes of structures to the best of our abilities.
- At least two site benchmarks will be established.

- The topographic design survey will be drawn using AutoCAD Civil 3D based on Farnsworth Group's standard layering schedule, at a suitable scale to be coordinated with Client.

B. Construction Documents

CIVIL ENGINEERING

- Have included costs to date for meetings and coordination with Client.
- Attend required Conceptual Review Meeting with City of Bloomington and Client to introduce project to the City and obtain feedback on required submittals and ordinances to follow.
- Prepare/Assemble the following design sheets suitable for bidding:
 - Existing Conditions/Demolition
 - Site Notes/Legend
 - Erosion Control Plan
 - Grading Plan
 - Layout Plan
 - Landscape Plan
 - Photometric Lighting Plan
 - Details
- Attend one (1) design team meetings.
- Attend one (1) meeting with City Staff.
- Specifications to be included as notes on the drawings
- Provide plot files of drawings and supporting calculations suitable for submittal to City for approval.
- Update bidding documents from City review.

LANDSCAPE ARCHITECTURE

- Provide landscape plan and construction specifications with planting schedules
- Respond to bidding questions and RFI's during construction
- Perform Shop Drawing reviews

ELECTRICAL ENGINEERING

- Prepare Photometric Plan for existing light fixtures and locations.

C. Bidding

CIVIL ENGINEERING

- Attend pre-bid meeting
- Provide clarifications and addenda, if required.
- Respond to bidder questions.

LANDSCAPE ARCHITECTURE

- Respond to bidding questions and RFI's during construction
- Assist CIVIL with preparation of addenda as may be required.

D. Construction Administration

CIVIL ENGINEERING

- Review Civil shop drawings using email or a web based management tool. Paper shop drawing review will be conducted on a time and material basis.
- Assume participation in 3 weekly conference calls for 1 hour each.
- Conduct up to two (2) site visits during construction when installation of site improvements are underway. Prepare site visit report for each visit.
- Provide 99% completion punch list observation and substantial completion documentation.
- Prepare record drawings with information provided by Contractor, if requested.

LANDSCAPE ARCHITECTURE

- Perform Shop Drawing reviews
- Site visit and punch list report

E. Expenses

- Certain reimbursable expenses will be necessary during the course of the services noted in this proposal. A reimbursable expense allowance of **\$800** is suggested and is based on electronic distribution of construction documents and component shop drawing submittals. Other reimbursable expense allowances would include but may not be limited to: travel expenses, postage and shipping, courier services, and overnight deliveries. The reimbursable expense allowance does not include bid set printing or distribution.
- The proposed fee for reimbursable expenses is provided for budget information only. Compensation will be based on actual costs of the expenses plus 10%.

ASSUMPTIONS AND CLARIFICATIONS /

The following assumptions and clarifications support the fees for this proposal:

- Client intends to pay a fee required by the City of Bloomington in lieu of detention to satisfy on-site stormwater detention requirements. Design of on-site stormwater detention is not included.
- This work is expected to commence in June 2021. Significant delays in start date may require reassessing necessary services, schedule, and fees.
- Project timeline assumes that the City of Bloomington Planning and Development Department will determine that current constructed improvements violate current zoning code. To address this, the timeline also assumes that variances will be sought (taking up to six weeks to complete the process) and approved. If the variances are not granted, Farnsworth Group will submit an additional services request for design services for increases in the project scope.

ADDITIONAL SERVICES /

The following services are not included in the fees for this proposal, but may be relevant to the project and can be provided at your request for an additional fee:

- Opinions of Probable Cost
- Value Engineering exercise
- Resident Engineer services
- Environmental Assessments
- Multiple revisions beyond the scope of services, changes in project scope, or other unforeseen circumstances.
- Design alterations due to unfavorable bid results.
- Application and Permit fees

PROJECT TIMELINE /

We understand the timeline of the project to be as follows based upon the assumptions that (1) the project will need to submit for variances to the current zoning code and (2) the project will be granted variances and not require additional design revisions. We understand the timeline of the project to be as follows. If variances are not required by the City of Bloomington, then the project schedule can be compressed. If the variances are not granted for any noncompliance with the current zoning code, then additional design services will be required to address this scope and the project schedule may be extended.

- Farnsworth Group Notice to Proceed June 30, 2021
- Plan Commission Submittal / Issued for Bid July 21, 2021
- Bids Due August 16, 2021
- Plan Commission Meeting August 25, 2021
- Bids Presented to Board September 27, 2021
- Potential City Council Date September 27, 2021
- Construction Start TBD
- Substantial Completion TBD

PROFESSIONAL FEES /

Farnsworth Group proposes to provide the described services for a fixed fee of **\$24,850 (Twenty-Four Thousand Eight Hundred and Fifty dollars)**, plus normal reimbursable expenses. Additional details regarding payment terms and related policies are included in the attached General Conditions.

<u>Service</u>	<u>Fee</u>
A. Topographic Survey	\$2,500
B. Construction Documents.....	\$17,500
C. Bidding.....	\$1,200
D. Construction Administration	\$3,650
Total: \$24,850	

If the cost of the project increases significantly after the contract is executed, the fee may be adjusted at that time.

AGREEMENT /

FARNSWORTH GROUP, INC.

CITY OF BLOOMINGTON TOWNSHIP



Signature

Michael Buragas

Typed Name

Senior Project Architect

Title

06/17/2021

Date

Signature

Deb Skillrud

Typed Name

Supervisor

Title

Date

FARNSWORTH GROUP, INC.

Jeffrey M. Gastel

Signature

Jeff Gastel

Typed Name

Senior Engineering Manager

Title

06/17/2021

Date



Schedule of Charges - January 1, 2021

Engineering/Surveying Professional Staff Per Hour

Administrative Support.....	\$ 70.00
Engineering Associate I/Cx Specialist I.....	\$ 118.00
Engineering Associate II/Cx Specialist II.....	\$ 132.00
Engineer/Land Surveyor/Senior Cx Specialist.....	\$ 140.00
Senior Engineer/Senior Land Surveyor/Cx Project Manager.....	\$ 148.00
Project Engineer/Project Land Surveyor/Senior Cx Project Manager	\$ 160.00
Senior Project Engineer/Senior Project Land Surveyor/Cx Manager.....	\$ 178.00
Engineering Manager/Land Surveying Manager/Senior Cx Manager	\$ 199.00
Senior Engineering Manager/Senior Land Surveying Manager/Senior Cx Director	\$ 210.00
Principal/Vice President.....	\$ 215.00
Technical Staff	
Technician I.....	\$ 76.00
Technician II.....	\$ 102.00
Cx Technician	\$ 112.00
Senior Technician.....	\$ 112.00
Chief Technician.....	\$ 130.00
Designer/Computer Specialist/Lead Technician.....	\$ 141.00
Senior Designer.....	\$ 146.00
Project Designer/Project Technician	\$ 160.00
Senior Project Designer/Systems Integration Manager	\$ 175.00
Design Manager/Government Affairs Manager	\$ 188.00
Technical Manager.....	\$ 194.00
Senior Technical Manager	\$ 210.00

Architecture/Landscape Architecture/Interior Design Professional Staff

Designer I	\$ 107.00
Senior Interior Designer/Designer II	\$ 117.00
Architect/Designer III/Project Coordinator	\$ 133.00
Senior Architect/Senior Project Coordinator.....	\$ 143.00
Project Architect/Project Manager.....	\$ 153.00
Senior Project Architect/Senior Project Manager	\$ 170.00
Architectural Manager	\$ 181.00
Senior Architectural Manager.....	\$ 190.00
Architecture Principal	\$ 210.00
Principal/Vice President.....	\$ 215.00

Units

Overtime, If Required by Client – Non-Exempt Employees.....	Only 1.25x billing rate
Expert Testimony	2x billing rate
Per diem.....	\$55.00/day
ATV & Trailer.....	\$11.00/hr
Field Vehicle.....	\$14.00/hr
Automobile mileage	\$0.59/mile
Software/CAD/Revit Station	\$15.00/hr
Hand Held GPS.....	\$11.00/hr
GPS Unit (each).....	\$22.00/hr
Utility Locator/Robotic Total Station.....	\$26.00/hr
Stationary Scanner.....	\$300.00/day
Subconsultants & Other Reimbursable Expenses Related to Project*	Cost+ 10%

*Includes the actual cost of prints/copies, supplies, travel charges, testing services, conferencing services, and other costs directly incidental to the performance of the above services.

CHARGES EFFECTIVE UNTIL JANUARY 1, 2022 UNLESS OTHERWISE NOTIFIED

Date: June 15, 2021

Client: City of Bloomington Township

Project: Parking Lot Improvements

Standard of Care: Services performed by Farnsworth Group under the Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee, is included or intended in the Agreement, or in any report, opinion, document, or otherwise.

Entire Agreement: These General Conditions and the signed document to which they are attached constitute the entire Agreement between Client and Farnsworth Group and are referred to hereinafter collectively as the "Agreement". The Agreement supersedes all prior communications, understandings and agreements, whether written or oral. Both parties have participated fully in the preparation and revision of the Agreement, and each party and its counsel have reviewed the final document. Any rule of contract construction regarding ambiguities being construed against the drafting party shall not apply in the interpreting of the Agreement, including any Section Headings or Captions.

Precedence: All purchases of Services are expressly limited to and conditioned upon acceptance of this Agreement. The Agreement shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding Farnsworth Group's services. Any additional or conflicting terms or conditions contained in any purchase order, statement of work, or other document issued by Client will not be binding upon Farnsworth Group and are expressly rejected by Farnsworth Group.

Fee Schedule: Where lump sum fees have been agreed to between the parties, they shall be so designated in the signed document attached hereto and by reference made a part hereof. Where fees are based upon hourly charges for services and costs incurred by Farnsworth Group, they shall be based upon the hourly fee schedule annually adopted by Farnsworth Group, as more fully set forth in a Schedule of Charges attached hereto and by reference made a part hereof. Such fees in the initial year of the Agreement shall be those represented by said Schedule of Charges, and these fees will annually change at the beginning of each calendar year after the date of the Agreement.

Opinions of Cost: Farnsworth Group's opinions of probable Project cost or construction cost for the Project will be based solely upon its own experience with construction. Since Farnsworth Group has no control over the cost of labor, materials or equipment, or over a contractor's method of determining prices, or over competitive bidding or market conditions, Farnsworth Group cannot and does not guarantee that proposals, bids, or the construction cost will not vary from its opinions of probable cost. If Client wishes greater assurance as to the construction cost, Client should employ an independent cost estimator.

Invoices: Client will pay Farnsworth Group the fees set forth in the Agreement (the "Fees"). Charges for services will be billed at least as frequently as monthly, and at the completion of Project. Client shall compensate Farnsworth Group for any sales or value added taxes which apply to the services rendered under the Agreement or any amendment thereto. Client shall reimburse Farnsworth Group for the amount of such taxes in addition to the compensation due for services. Payment of invoices shall not be subject to any discounts or set-offs by Client unless agreed to in writing by Farnsworth Group. Invoices are delinquent if payment has not been received within thirty (30) days from date of invoice. Amounts outstanding more than thirty (30) days will accrue interest at the rate of 1.5% per month (compounded), or if lower, the maximum rate permitted by applicable law. Should a past due amount exceed sixty (60) days, Farnsworth Group shall have the right to suspend all Services, without liability of any kind to Client, until full payment is received. All time spent and expenses incurred (including attorney's fees) in connection with collection of any delinquent

amount will be paid by Client to Farnsworth Group per Farnsworth Group's then current Schedule of Charges. Client will reimburse Farnsworth Group at the rate of cost plus 10% for reasonable meals and travel expenses incurred in connection with travel requested by Client outside the metropolitan area in which the individual employee or contractor of Farnsworth Group normally works.

Confidentiality: Each party shall retain as confidential all information and data furnished to it by the other party which are designated in writing by such other party as confidential at the time of transmission and are obtained or acquired by the receiving party in connection with the Agreement, and said party shall not reveal such information to any third party. However, nothing herein is meant to preclude either disclosing and/or otherwise using information (i) when the information is actually known to the receiving party before being obtained or derived from the transmitting party; or (ii) when the information is generally available to the public without the receiving party's fault at any time before or after it is acquired from the transmitting party; or (iii) where the information is obtained or acquired in good faith at any time by the receiving party from a third party who has the same in good faith and who is not under any obligation to the transmitting party in respect thereof; or (iv) is required by law or court order to be disclosed.

Compliance with Law: In the performance of services to be provided hereunder, Farnsworth Group and Client agree to comply with applicable federal, state, and local laws and ordinances and applicable lawful governmental or quasi-governmental order, rules, and regulations.

Modification to the Agreement: Client or Farnsworth Group may, from time to time, request modifications or changes in the scope of services to be performed hereunder. Such changes, including any increase or decrease in the amount of Farnsworth Group's compensation, to which Client and Farnsworth Group mutually agree shall be incorporated in the Agreement by a written amendment to the Agreement.

Notice: All notices required or permitted under this Agreement must be written and will be deemed given and received (a) if by personal delivery, on the date of such delivery, (b) if by electronic mail, on the transmission date if sent before 4:00 pm U.S. central time on a business day or, in any other case, on the next business day, (c) if by nationally recognized overnight courier, on the next business day following deposit for next business day delivery, or (d) if by certified mail, return receipt requested with postage prepaid, on the third business day following deposit. Notice must be addressed at the address or electronic mail address shown below for, or such other address as may be designated by notice by such Party:

If to Client:
City of Bloomington Township
Attn: Deb Skillrud
E-mail: dskillrud@cityblm.org

If to Farnsworth Group:
Farnsworth Group, Inc.
Attn: Michael Buragas
E-mail: mburagas@f-w.com

With a copy (which will not constitute notice) to:
Farnsworth Group, Inc.
Attn: Chris Grgurich
100 Walnut Street, Suite 200
Peoria, IL 61602
E-mail: cgrgurich@F-W.com

Facsimile; PDF Signatures. Execution and delivery of this Agreement by delivery of a facsimile or portable document format ("PDF") copy bearing the facsimile or PDF signature of any party hereto shall constitute a valid and binding execution and delivery of this Agreement by such party. Such facsimile and PDF copies shall constitute enforceable original documents.

Force Majeure: Obligations of either party under the Agreement, other than payment obligations, shall be suspended, and such party shall not be liable for damages or other remedies while such party is prevented from complying herewith, in whole or in part, due to contingencies beyond its reasonable control, including, but not limited to strikes, riots, war, fire, acts of God, injunction, compliance with any law, regulation, or order, whether valid or invalid, of the United States of America or any other governmental body or any instrumentality thereof, whether now existing or hereafter created, inability to secure materials or obtain necessary permits, provided, however, the party so prevented from complying with its obligations hereunder shall promptly notify the other party thereof.

Assignment: Client shall not transfer or assign any rights under or interest in the Agreement, without the written consent of Farnsworth Group.

Dispute Resolution: In an effort to resolve any conflicts that arise during the performance of professional services for the Project or following completion of the Project, Client and Farnsworth Group agree that all disputes shall first be negotiated between senior officers of Client and Farnsworth Group for up to thirty (30) days before being submitted to mediation. In the event negotiation and mediation are not successful, either Client or Farnsworth Group may seek a resolution in any state or federal court that has the required jurisdiction within 180 days of the conclusion of mediation.

Timeliness of Performance: Farnsworth Group will begin work under the Agreement upon receipt of a fully executed copy of the Agreement. Client and Farnsworth Group are aware that many factors outside Farnsworth Group's control may affect its ability to complete the services to be provided under the Agreement. Farnsworth Group will perform these services with reasonable diligence and expediency consistent with sound professional practices.

Suspension: Client or Farnsworth Group may suspend all or a portion of the work under the Agreement by notifying the other party in writing if unforeseen circumstances beyond control of Client or Farnsworth Group make normal progress of the work impossible. Farnsworth Group may suspend work in the event Client does not pay invoices when due, and Farnsworth Group shall have no liability whatsoever to Client, and Client agrees to make no claim for any delay or damage as a result of such suspension. The time for completion of the work shall be extended by the number of days work is suspended. If the period of suspension exceeds ninety (90) days, Farnsworth Group shall be entitled to an equitable adjustment in compensation for start-up, accounting and management expenses.

Termination: If either party defaults in performing any of the terms or provisions of the Agreement, and continues in default for a period of fifteen (15) days after written notice thereof, the party not in default shall have the right to immediately terminate the Agreement. The non-defaulting party shall be entitled to all remedies under Illinois law at the time of breach, including, without limitation, the right to recover as an element of its damages, reasonable attorney's fees and court costs.

Reuse of Documents: All documents including reports, drawings, specifications, and electronic media prepared by Farnsworth Group and/or any subconsultant pursuant to the Agreement are instruments of its services for use solely with respect to this Project. Farnsworth Group and/or any subconsultant shall be deemed the authors and owners of their respective instruments of service and shall retain all common law, statutory and other reserved rights, including copyrights. They are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any reuse without specific written verification or adaptation by Farnsworth Group will be at Client's sole risk, and without liability to Farnsworth Group, and Client shall indemnify and hold harmless Farnsworth Group or any subconsultant from all claims, damages, losses and expenses including court costs and attorney's fees arising out of or resulting therefrom. Any such verification or adaptation will entitle Farnsworth Group to further compensation at rates to be agreed upon by Client and Farnsworth Group.

Subcontracting: Farnsworth Group shall have the right to subcontract any part of the services and duties hereunder without the consent of Client.

Third Party Beneficiaries: Nothing contained in the Agreement shall create a

contractual relationship with or a cause of action in favor of a third party against either Client or Farnsworth Group, except as expressly provided herein. Farnsworth Group's services under the Agreement are being performed solely for Client's benefit, and no other party or entity shall have any claim against Farnsworth Group because of the Agreement; or the performance or nonperformance of services hereunder; or reliance upon any report or document prepared hereunder. Neither Farnsworth Group nor Client shall have any obligation to indemnify each other from third party claims, except as expressly provided herein. Client and Farnsworth Group agree to require a similar provision in all contracts with construction contractors and subconsultants, vendors, and other entities involved in the Project to carry out the intent of this provision.

Right of Entry: Client shall provide for Farnsworth Group's and/or any subconsultant's right to enter property owned by Client and/or others in order for Farnsworth Group and/or any subconsultant to fulfill the scope of services for this Project. Client understands that use of exploration equipment may unavoidably cause some damage, the correction of which is not part of the Agreement unless explicitly so provided.

Recognition of Risk: Client acknowledges and accepts the risk that: (1) data on site conditions such as geological, geotechnical, ground water and other substances and materials, can vary from those encountered at the times and locations where such data were obtained, and that this limitation on the available data can cause uncertainty with respect to the interpretation of conditions at Client's site; and (2) although necessary to perform the Agreement, commonly used exploration methods (e.g., drilling, borings or trench excavating) involve an inherent risk of contamination of previously uncontaminated soils and waters. Farnsworth Group's and/or any subconsultant's application of its present judgment will be subject to factors outlined in (1) and (2) above. Client waives any claim against Farnsworth Group and/or any subconsultant, and agrees to indemnify and hold Farnsworth Group and/or any subconsultant harmless from any claim or liability for injury or loss which may arise as a result of alleged contamination caused by any site exploration. Client further agrees to compensate Farnsworth Group and/or any subconsultant for any time spent or expenses incurred by Farnsworth Group and/or any subconsultant in defense of any such claim, in accordance with Farnsworth Group's and/or any subconsultant's prevailing fee schedule and expense reimbursement policy.

Authority and Responsibility: Client agrees that Farnsworth Group and any subconsultant shall not guarantee the work of any construction contractor or construction subconsultant, shall have no authority to stop work, shall have no supervision or control as to the work or persons doing the work, shall not have charge of the work, shall not be responsible for safety in, on, or about the job site, or have any control of the safety or adequacy of any equipment, building component, scaffolding, supports, forms, or other work aids.

Electronic Files Transfer.

(a) Farnsworth Group may prepare electronic files which contain machine-readable information or certain information for a project ("Project Files"). Client may request Project Files to facilitate Client's understanding of the project. The Parties recognize that the Project Files are subject to alteration, either intentionally or unintentionally, due to, among other causes, transmission, conversion, media degradation, software error or human error. The Parties further understand that the transfer of Project Files from the system and format used by Farnsworth Group to an alternate system or format cannot be accomplished without the introduction of anomalies and/or errors.

(b) Upon request, Farnsworth Group will supply Project Files to Client upon the express terms and conditions set forth herein:

(i) The Project Files may not be used for any purpose not related specifically to the Client's project. Use of these files for development of other projects; additions to the project, or duplication of the project at any location is expressly prohibited.

(ii) The Project Files are provided for information purposes only and are not intended as an end product. The Project Files may be a work in process, and Farnsworth Group is under no obligation to provide Client with any updated version(s) of the Project Files.

(iii) Client acknowledges and understands that the Project Files may not reflect all data contained in the contract documents, addenda, or other pertinent contract-related documents. Client acknowledges and understands that the Project Files may contain data which is not included in the contract documents.

(c) BIM Digital Files. With regard to the transfer of Building Information Model (BIM) digital files, both Parties agree as follows:

(i) Farnsworth Group will provide only those BIM files created for Client's project. There is no representation the BIM files are comprehensive or comprise a complete model of the building.

(ii) The level of development of the model will be defined consistent with AIA Document G202-2013, as agreed by the parties. After reviewing and verifying the accuracy of the information contained within Farnsworth Group's BIM files, Client is authorized to develop its own model to a higher level of development for its own uses, but, in doing so, expressly agrees to assume all risks associated therewith.

Utilities: Client shall be responsible for designating the location of all utility lines and subterranean structures within the property line of the Project. Client agrees to waive any claim against Farnsworth Group and/or any subconsultant, and to indemnify and hold harmless from any claim or liability for injury or loss arising from Farnsworth Group and/or any subconsultant or other persons encountering utilities or other man-made objects that were not called to Farnsworth Group's attention or which were not properly located on documents furnished to Farnsworth Group. Client further agrees to compensate Farnsworth Group and/or any subconsultant for any time spent or expenses incurred by Farnsworth Group and/or any subconsultant in defense of any such claim, in accordance with Farnsworth Group's and/or any subconsultant's prevailing fee schedule and expense reimbursement policy.

Samples: All samples of any type (soil, rock, water, manufactured materials, biological, etc.) will be discarded sixty (60) days after submittal of Project deliverables. Upon Client's authorization, samples will be either delivered in accordance with Client's instructions or stored for an agreed charge.

Discovery of Unanticipated Hazardous Substances or Pollutants: Hazardous substances are those so defined by prevailing Federal, State, or Local laws. Pollutants mean any solid, liquid, gaseous, or thermal irritant or contaminant including smoke, vapor, soot, fumes, acids, alkalis, chemicals and waste. Hazardous substances or pollutants may exist at a site where they would not reasonably be expected to be present. Client and Farnsworth Group and/or any subconsultant agree that the discovery of unanticipated hazardous substances or pollutants constitutes a "changed condition" mandating a renegotiation of the scope of services or termination of services. Client and Farnsworth Group and/or any subconsultant also agree that the discovery of unanticipated hazardous substances or pollutants will make it necessary for Farnsworth Group and/or any subconsultant to take immediate measures to protect human health and safety, and/or the environment. Farnsworth Group and/or any subconsultant agree to notify Client as soon as possible if unanticipated known or suspected hazardous substances or pollutants are encountered. Client encourages Farnsworth Group and/or any subconsultant to take any and all measures that in Farnsworth Group's and/or any subconsultant's professional opinion are justified to preserve and protect the health and safety of Farnsworth Group's and/or any subconsultant's personnel and the public, and/or the environment, and Client agrees to compensate Farnsworth Group and/or any subconsultant for the additional cost of such measures. In addition, Client waives any claim against Farnsworth Group and/or any subconsultant, and agrees to indemnify and hold Farnsworth Group and/or any subconsultant harmless from any claim or liability for injury or loss arising from the presence of unanticipated known or suspected hazardous substances or pollutants. Client also agrees to compensate Farnsworth Group and/or any subconsultant for any time spent and expenses incurred by Farnsworth Group and/or any subconsultant in defense of any such claim, with such compensation to be based upon Farnsworth Group's and/or any subconsultant's prevailing fee schedule and expense reimbursement policy. Further, Client recognizes that Farnsworth Group and/or any subconsultant has neither responsibility nor liability for the removal, handling, transportation, or disposal of asbestos containing materials, nor will Farnsworth Group and/or any subconsultant act as one who owns or operates an asbestos demolition or renovation activity, as defined in regulations under the Clean Air Act.

Job Site: Client agrees that services performed by Farnsworth Group and/or any subconsultant during construction will be limited to providing observation of the progress of the work and to address questions by Client's representative concerning conformance with the Contract Documents. This activity is not to be interpreted as an inspection service, a construction supervision service, or guaranteeing the construction contractor's or construction subconsultant's performance. Farnsworth Group and/or any subconsultant will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and

programs. Farnsworth Group and/or any subconsultant will not be responsible for construction contractor's or construction subconsultant's obligation to carry out the work according to the Contract Documents. Farnsworth Group and/or any subconsultant will not be considered an agent of Client and will not have authority to direct construction contractor's or construction subconsultant's work or to stop work.

Shop Drawing Review: Client agrees that Farnsworth Group and/or any subconsultant shall review shop drawings and/or submittals solely for their general conformance with Farnsworth Group's and/or any subconsultant's design concept and general conformance with information given in the Contract Documents. Farnsworth Group and/or any subconsultant shall not be responsible for any aspects of a shop drawing and/or submittal that affect or are affected by the means, methods, techniques, sequences, and procedures of construction, safety precautions and programs incidental thereto, all of which are the construction contractor's or construction subconsultant's responsibility. The construction contractor or construction subconsultant will be responsible for dimensions, lengths, elevations and quantities, which are to be confirmed and correlated at the jobsite, and for coordination of the work with that of all other trades. Client represents that the construction contractor and construction subconsultant shall be made aware by Client of the responsibility to review shop drawings and/or submittals and approve them in these respects before submitting them to Farnsworth Group and/or any subconsultant.

LEED Certification and Energy Models: Client agrees that Farnsworth Group and/or any subconsultant do not guarantee the LEED certification of any facility for which Farnsworth Group and/or any subconsultant provides commissioning, LEED consulting or energy modeling services. The techniques and specific requirements for energy models used to meet LEED criteria have limitations that result in energy usage predictions that may differ from actual energy usage. Farnsworth Group and/or any subconsultant will endeavor to model energy usage very closely to actual usage, but Client agrees that Farnsworth Group and/or any subconsultant will not be responsible or liable in any way for inaccurate budgets for energy use developed from the predictions of LEED-compliant energy models. LEED certification and the number of LEED points awarded for energy efficiency are solely the responsibility of the U.S. Green Building Council and Green Building Certification Institute.

Environmental Site Assessments: No Environmental Site Assessment can wholly eliminate uncertainty regarding the potential for Recognized Environmental Conditions in connection with a Subject Property. Performance of an Environmental Site Assessment is intended to reduce, but not eliminate, uncertainty regarding potential for Recognized Environmental Conditions in connection with a Subject Property. In order to conduct the Environmental Site Assessment, information will be obtained and reviewed from outside sources, potentially including, but not limited to, interview questionnaires, database searches, and historical records. Farnsworth Group is not be responsible for the quality, accuracy, and content of information from these sources. Any non-scope items provided in the Phase I Environmental Site Assessment Report are provided at the discretion of the environmental professional for the benefit of Client. Inclusion of any non-scope finding(s) does not imply a review of any other non-scope items with the Environmental Site Assessment investigation or report. The Environmental Site Assessment report is prepared for the sole and exclusive use of Client. Farnsworth Group does not intend, without its written consent, for the Phase 1 Environmental Site Assessment Report to be disseminated to anyone beside Client, or to be used or relied upon by anyone beside Client. Use of the report by any other person or entity is unauthorized and such use is at their sole risk.

Consequential Damages: Notwithstanding any other provision of the Agreement, and to the fullest extent permitted by law, neither Client nor Farnsworth Group, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for incidental, indirect, or consequential damages arising out of or connected in any way to the Project or Services performed under this Agreement. This mutual waiver of consequential damages shall include, but not be limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict and implied warranty. Both Client and Farnsworth Group shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in Project.

Personal Liability: It is intended by the parties to the Agreement that Farnsworth Group's services in connection with the Project shall not subject Farnsworth Group's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary

contained herein, Client agrees that as Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against "Farnsworth Group, Inc., an Illinois corporation," and not against any of Farnsworth Group's individual employees, officers or directors.

General Insurance and Limitation: Farnsworth Group is covered by commercial general liability insurance, automobile liability insurance and workers compensation insurance with limits which Farnsworth Group considers reasonable. Certificates of all insurance shall be provided to Client upon request in writing. Within the limits and conditions of such insurance, Farnsworth Group agrees to indemnify and hold Client harmless from any loss, damage or liability arising directly from any negligent act by Farnsworth Group. Farnsworth Group shall not be responsible for any loss, damage or liability beyond the amounts, limits and conditions of such insurance. Farnsworth Group shall not be responsible for any loss, damage or liability arising from any act by Client, its agents, staff, other consultants, independent contractors, third parties or others working on the Project over which Farnsworth Group has no supervision or control. Notwithstanding the foregoing agreement to indemnify and hold harmless, the parties agree that Farnsworth Group has no duty to defend Client from and against any claims, causes of action or proceedings of any kind.

Professional Liability Insurance and Limitation: Farnsworth Group is covered by professional liability insurance for its professional acts, errors and omissions, with limits which Farnsworth Group considers reasonable. Certificates of insurance shall be provided to Client upon request in writing. Within the limits and conditions of such insurance, Farnsworth Group agrees to indemnify and hold Client harmless from loss, damage or liability arising from errors or omissions by Farnsworth Group that exceed the industry standard of care for the services provided. Farnsworth Group shall not be responsible for any loss, damage or liability beyond the amounts, limits and conditions of such insurance. Farnsworth Group shall not be responsible for any loss, damage or liability arising from any act, error or omission by Client, its agents, staff, other consultants, independent contractors, third parties or others working on the Project over which Farnsworth Group has no supervision or control. Notwithstanding the foregoing agreement to indemnify and hold harmless, the parties agree that Farnsworth Group has no duty to defend Client from and against any claims, causes of action or proceedings of any kind.

ADDITIONAL LIMITATION: IN RECOGNITION OF THE RELATIVE RISKS AND BENEFITS OF THE PROJECT TO BOTH CLIENT AND FARNSWORTH GROUP, THE RISKS HAVE BEEN ALLOCATED SUCH THAT CLIENT AGREES THAT FOR THE COMPENSATION HEREIN PROVIDED, FARNSWORTH GROUP CANNOT EXPOSE ITSELF TO DAMAGES DISPROPORTIONATE TO THE NATURE AND SCOPE OF FARNSWORTH GROUP'S SERVICES OR THE COMPENSATION PAYABLE TO IT HEREUNDER. THEREFORE, TO THE MAXIMUM EXTENT PERMITTED BY LAW, CLIENT AGREES THAT THE LIABILITY OF FARNSWORTH GROUP TO CLIENT FOR ANY AND ALL CAUSES OF ACTION, INCLUDING, WITHOUT LIMITATION, CONTRIBUTION, ASSERTED BY CLIENT AND ARISING OUT OF OR RELATED TO THE NEGLIGENT ACTS, ERRORS OR OMISSIONS OF FARNSWORTH GROUP IN PERFORMING PROFESSIONAL SERVICES SHALL BE LIMITED TO FIFTY THOUSAND DOLLARS (\$50,000) OR THE TOTAL FEES PAID TO FARNSWORTH GROUP BY CLIENT UNDER THE AGREEMENT, WHICHEVER IS GREATER ("LIMITATION"). CLIENT HEREBY WAIVES AND RELEASES (I) ALL PRESENT AND FUTURE CLAIMS AGAINST FARNSWORTH GROUP, OTHER THAN THOSE DESCRIBED IN THE PREVIOUS SENTENCE, AND (II) ANY LIABILITY OF FARNSWORTH GROUP IN EXCESS OF THE LIMITATION. IN CONSIDERATION OF THE PROMISES CONTAINED HEREIN AND FOR OTHER SEPARATE, VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH ARE HEREBY ACKNOWLEDGED, CLIENT ACKNOWLEDGES AND AGREES THAT (I) BUT FOR THE LIMITATION, FARNSWORTH GROUP WOULD NOT HAVE PERFORMED THE SERVICES, (II) CLIENT HAS HAD THE OPPORTUNITY TO NEGOTIATE THE TERMS OF THE LIMITATION AS PART OF AN "ARMS-LENGTH" TRANSACTION, (III) THE LIMITATION AMOUNT MAY BE LESS THAN THE AMOUNT OF PROFESSIONAL LIABILITY INSURANCE REQUIRED OF FARNSWORTH GROUP UNDER THE AGREEMENT, (IV) THE LIMITATION IS MERELY A LIMITATION OF, AND NOT AN EXCULPATION FROM, FARNSWORTH GROUP'S LIABILITY AND DOES NOT IN ANY WAY OBLIGATE CLIENT TO DEFEND, INDEMNIFY OR HOLD HARMLESS FARNSWORTH GROUP, (V) THE LIMITATION IS AN AGREED REMEDY, AND (VI) THE LIMITATION AMOUNT IS NEITHER NOMINAL NOR A DISINCENTIVE TO FARNSWORTH GROUP PERFORMING THE SERVICES IN ACCORDANCE WITH THE STANDARD OF CARE.

Subpoenas: Client is responsible, after notification, for payment of time charges and expenses resulting from the required response by Farnsworth Group and/or any subconsultant to subpoenas issued by any party other than Farnsworth Group and/or any subconsultant in conjunction with the services performed under the Agreement. Charges are based on fee schedules in effect at the time the subpoena is served.

Statutes of Repose and Limitation: All legal causes of action between the parties to the Agreement shall accrue and any applicable statutes of repose or limitation shall begin to run not later than the date of Substantial Completion. If the act or failure to act complained of occurs after the date of Substantial Completion, then the date of final completion shall be used, but in no event shall any statute of repose or limitation begin to run any later than the date Farnsworth Group's services are completed or terminated.

Severability: If any term or provision of the Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of the Agreement shall remain in full force and effect.

Waiver: No waiver by either party of any breach, default, or violation of any term, warranty, representation, agreement, covenant, condition, or provision hereof shall constitute a waiver of any subsequent breach, default, or violation of the same or any other term, warranty, representation, agreement, covenant, condition, or provision hereof. All waivers must be in writing.

Survival: Notwithstanding completion or termination of the Agreement for any reason, all rights, duties, obligations of the parties to the Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.

Governing Law: The Agreement shall be governed by and interpreted pursuant to the laws of the State of Illinois without regard to conflict of law principles.

118-995

**CITY of BLOOMINGTON TOWNSHIP
EVERGREEN MEMORIAL CEMETERY**

TO: Township Trustees
FROM: Deborah L Skillrud, TWP Supervisor
DATE: June 28, 2021
RE: Township Supervisor's Report

Workfare Programs: The Wellness Lifestyle Classes have continued to be held virtually via Zoom. Classes were held at 11:00 a.m. on May 7, 14, 21, & 28, 2021. Fifteen (15) active General Assistance (GA) clients were in attendance with one guest from the public. All participants attended via zoom video/chat or by phone. They interact throughout the class to address questions and/or offer insight regarding the current topic. The Wellness Lifestyle Class is planning to resume in person at the Bloomington Public Library on Fridays at 11:00 a.m. beginning on July 2, 2021.

The Skills to Succeed class continues to be held in person at Second Presbyterian Church. Classes were held the following Mondays in May with the number of participants: May 3rd - 1; May 10th - 2; May 17th - 1; & May 24th - 2. May 31st was Memorial Day, no class was held. The class and its participants continue to follow COVID -19 protocols, (i.e. mask wearing and social distancing).

POTS Recycling: On June 10th, a full shipment of twenty-two (22) pallets & skids were delivered to East Jordan Plastics.

General Assistance (GA): Total May cases for GA are listed on attached System Activity Report.

Fifty-five (55), individuals submitted applications, with forty-one, (41), being *potentially eligible* for GA and fourteen, (14), being *potentially eligible* for Emergency Assistance, (EA). Three (3) applicants are from rural townships: Towanda, Downs, and rural Bloomington.

In May, the Township received Supplemental Security Income recovery funds from the State of Illinois for three (3) individuals for a total of \$7,849.43.

Illinois Eviction Moratorium & McLean County Evictions were extended until June 27, 2021, with a phase out of the statewide moratorium on evictions by August 2021. The announcement of the eventual end to the eviction moratorium came as Governor Pritzker signed state legislation to distribute the \$1.5 billion in rental relief funds. The measure also would seal eviction court records between March 2020 and March 2022 to assist renters who have been evicted find a new place to live. The court seal would remain in place until August 2022.

A group of McLean County judges, landlords, attorneys, social service agencies, and local governments worked together to craft McLean County's first Eviction Diversion Program to avoid—or at least minimize—a spike in evictions once the statewide moratorium is lifted in August. Early in the eviction process, an individual's first court date, there will be the opportunity to meet with a Prairie State Legal Services' attorney at the Law & Justice Center. Rental assistance services will also be available on site. Individuals may fill out an application for rental assistance money.

COVID - 19 Update: On July 6, 2021, the Township's lobby will be opened.

June 1, 2021: Connect Transit commenced fares. Township has initiated bus passes for GA and workfare participants.

On May 28, 2021, Governor Pritzker issued Executive Order 2021 – 11. This Order advises minimizing physical interactions between people who are not fully vaccinated and who do not reside in the same household. It re-issued a number of Executive Orders until June 26, 2021. The state reached Phase 5. Illinois Restored on June 11, 2021. This marks a full reopening of all businesses and activities. Fully vaccinated people can resume activities without wearing a mask except where required by federal, state, local, tribal, or territorial laws, rules & regulations, including local businesses & workplace guidance. Masking is recommended for unvaccinated persons & required for all people while traveling on public transportation, in congregate settings, in health care settings, as well as in schools, day cares & educational institutions pursuant to the IL Department of Public Health & CDC guidance. Businesses & local municipalities may place additional mitigations as appropriate.

FEMA/CURES Grant: The Township applied for the Local Coronavirus Remediation Emergency Support Program (CURES) funding for the specific purpose of offsetting operation costs due to COVID. The CURES money will help offset costs associated with cleaning, PPE and with operational changes for enhanced protection for staff and the public.

The office of Accountability at IL Department of Commerce & Economic Opportunity reported to have reconciled the CYEFR and the audit package is being reviewed. State agencies then have 180 days to issue the management decision letter and close out the case.

Property Condition Assessment: The meeting agenda includes a Project Services Agreement with the Farnsworth Group for Parking Lot Improvement. The Project timeline is tentative. The Township has been informed that this project may require a hearing before the City's Planning Commission – a Site Plan review. The goal is to complete this Project before winter. This may or may not be possible.

Evergreen Memorial Cemetery (EMC): The [Pantagraph](#) and [WEEK](#) provided thorough coverage of the Memorial Day activities.

System Activity Report

[5/1/2021 - 5/31/2021] Report Date: 6/3/2021

General Assistance

Grants (New Clients) :	5	\$1,595.00
Grants (Previous Clients) :	40	\$12,760.00
In-Process :	6	
Denials :	15	
Sanctions :	12	
Terminations :	10	
	88	\$14,355.00

General Assistance - Medical

Referrals :	4	
Disbursements :	0	
	4	\$0.00

General Assistance - Work Program Assignments

Job Training :	5	
Workfare :	11	
	16	

General Assistance - Work Program Expenses

WF 1-Ride :	1	\$1.00
WF 30 Day :	3	\$96.00
WF 7 Day Bus :	3	\$30.00
	7	\$127.00

Emergency Assistance

Grants :	2	\$1,086.00
In-Process :	0	
Denials :	2	
	4	\$1,086.00

Additional Activity

A Call (phone/fax/email) :	321	
A Face-to-Face :	123	
General - Intake :	45	
General - Orientation :	42	
General - Other :	43	
General - Reschedule :	1	
R - BHA :	4	
R - COB :	4	
R - DHS :	2	
R - IDES :	2	
R - MCCA / LIHEAP :	2	
R - Other :	12	
R - PATH :	6	
R - SSI :	3	
WF - Appointment :	11	
WF - Light Duty :	1	
WF - Sanction :	1	
WF - Work Sponsor Site :	105	
WF Training/Education :	58	
	786	
Grand Totals:	905	\$15,568.00



Steven R. Scudder, Assessor
 607 S. Gridley St. Suite A, Bloomington, IL 61701
 Tel: (309) 828-6016 Fax: (309) 829-0663
 stevenr@assessor-blm.com www.assessor-blm.com

From: Steve Scudder
 Date: June 23, 2021
 Subject: Assessor Report

Tax Rates

Tax rate formula- Levy / Taxable Assessed Value = Tax Rate

Formula that determines your Tax bill – (Assessed value – Exemptions) * Tax rate = tax bill

The following chart is the tax rates in the surrounding cities in the county. Municipal is the city portion of aggregate rate. The aggregate is the total rate for taxes.

Property Tax Rate Comparisons in Mclean County						
	2018/payable 2019		2019/payable 2020		2020/payable 2021	
	Municipal	Aggregate	Municipal	Aggregate	Municipal	Aggregate
Chenoa	1.19009	10.77046	1.18186	10.02624	1.33003	9.76742
Danvers	1.26076	9.64725	1.30316	9.65828	1.33162	9.73776
Downs	0.40639	9.05554	0.46479	9.07261	0.4227	9.06761
Leroy	0.9241	9.15649	0.96551	9.24532	0.97585	9.38215
Gridley	0.80356	8.98647	0.78133	8.94535	0.7578	9.01774
Hudson	0.34531	8.52269	0.34869	8.45545	0.35799	8.73816
Lexington	0.5543	9.52941	0.55338	9.08675	0.56705	9.09715
McLean	0.96289	9.87651	1.01963	9.88589	1.06138	9.94171
Heyworth	0.48248	9.09411	0.48027	9.07214	0.47916	9.07717
Towanda	0.81508	8.82484	0.81735	8.74352	0.82814	9.06918
Carlock	0.12799	8.37413	0.13428	8.19447	0.1379	8.47814
Normal	1.02714	8.9727	1.03263	8.9766	1.02599	9.24118
Bloomington	1.08603	8.41624	1.0901	8.45114	1.09367	8.47612