



**COMMITTEE OF THE WHOLE SESSION  
PUBLISHED BY THE AUTHORITY OF THE CITY COUNCIL OF  
BLOOMINGTON, ILLINOIS  
MONDAY, MARCH 21, 2016; 5:30 P.M.**

**1. Call to Order**

Mayor Renner called the meeting to order at 5:30 PM and directed the City Clerk to call the roll.

**2. Roll Call**

Aldermen: Jim Fruin, Amelia Buragas, David Sage (arrived 5:35 PM), Mboka Mwilambwe, Joni Painter, Karen Schmidt, Scott Black, Diana Hauman and Kevin Lower (arrived 5:53 PM).

**3. Public Comment**

Mayor Renner opened the meeting to receive Public Comment. No individuals provided comments during the meeting.

**4. Consideration of approving the Committee of the Whole Meeting Minutes of February 16, 2016.** *(Recommend that the reading of the minutes of the Committee of the Whole Proceeding of February 16, 2016 be dispensed with and the minutes approved as printed.*

**Motion by Alderman Black, second by Alderman Hauman, that the minutes of the Committee of the Whole Meeting of February 16, 2016 be dispensed with and approved as printed.**

**Mayor Renner directed the Clerk to call the roll which resulted in the following:**

**Ayes: Aldermen Buragas, Mwilambwe, Sage, Black, Painter, Hauman, Lower, Fruin and Schmidt.**

**Nays: None.**

**Motion carried. (viva voce)**

**5. Presentation of Employee Safety Performance Overview**

David Hales, City Manager, provided a brief overview. A safe workplace for employees was one of the City's highest priorities. Alex Rosas, Safety and Risk Coordinator, had been hired to implement a pro-active Safety Program.

Alex Rosas, Safety & Risk Coordinator, presented the Safety Performance overview. He defined Safety Culture as shared attitudes, beliefs, practices, perceptions and values in relation to Safety. The Occupational Safety and Health Administration (OSHA) stated developing strong Safety Cultures had the single greatest impact on incident reduction and should be top priority for all managers and supervisors. An OSHA recordable injury was defined as above and beyond first aid; serious injuries. In 2015, the City had forty (40) fewer work injuries than the prior year.

Worker Compensation Costs were over \$1 million in 2014 and approximately \$900,000 in 2015. Many factors could affect the amount paid. Mr. Hales stated the threshold for non-public safety employees was \$450,000 and \$550,000 for public safety employees before payments by Insurance would apply.

Mr. Rosas stated focus needed to be on Performance. Zero (0) injuries was the goal. Core Values serve as a decision making compass. The employee's safety and health should be held as a Core Value as they were the City's greatest asset.

Alderman Buragas questioned other options to spread the cost of Worker Compensation payouts. Mr. Hales stated there were Municipal Insurance Pools. The City was not a member. He believed there was not much value in participating as they had limited resources and must still purchase Insurance coverage.

Alderman Fruin stated some positions required meeting physical fitness ability/agility tests but once hired there was no follow-up testing. He questioned the percentage of claims due to same. Nicole Albertson, Human Resources Director, stated focus on the Wellness initiative was encouraged throughout the departments. The Fire Department was working on specific initiatives.

Alderman Black questioned the position prior to hiring Mr. Rosas. Mr. Hales stated it was a contract position through Alternative Services Concept (ASC). Alderman Black expressed his appreciation for Mr. Rosas' work on Safety.

Alderman Painter questioned which department had the most claims. Mr. Rosas believed in 2015 it was both Police and Fire as their positions were the most physically demanding.

## **6. Presentation of One-Stop-Shop Project for development project review and coordination, and small business services**

Mr. Hales provided a brief overview on the concept of elevating Customer Service provided to home builders, developers, small businesses, etc. in Community Development.

Tom Dabareiner, Director of Community Development, stated according to builders, developers and property owners the Review Process received the most complaints. There were three (3) categories of questions: 1.) Who do I turn to for answers? 2.) What information do I need? and 3.) When can I get my permit?. He believed the One-Stop-Shop (OS2) proposal would minimize confusion and improve response time, leading to a permit sooner.

In developing a Review Process that worked well, the same questions arose but for different reasons: 1.) Who is doing the reviews? 2.) What have we told the petitioner? and 3.) Where can I find a copy of the review comments?. The OS2 approach would address the

majority of these issues. Pre-application meetings with the applicant should begin early. A Project Review group, consisting of Primary Plan reviewers from several departments, was organized to answer applicant questions. A single place of application would be provided. The City had an Ordinance prohibiting same.

A Project Manager would be assigned to an applicant. They would outline the process. All review letters would be compiled into one (1) letter communicating all requirements and recommendations.

He believed consolidation of the Planning Commission and the Zoning Board of Appeals into a single Planning and Zoning Commission would reduce the number of meetings for both applicants and staff. Same required a text amendment.

Alderman Black expressed support. He questioned validating time spent on projects that may not have been vetted thoroughly. Mr. Dabareiner stated the Project Manager would develop a timeline and plan for the applicant. Alderman Black questioned complaints. Mr. Dabareiner believed the benefit would be consistency.

Alderman Buragas expressed support and thanked Mr. Dabareiner for the information. Alderman Lower expressed support but cited concern for communicating process changes. Mr. Dabareiner stated the first (1<sup>st</sup>) step was the Project Review process. Development of OS2 takes an average of six (6) months. He believed builders and developers liked the process.

#### **7. Discussion regarding a proposed amendment to the Bloomington City Code, Chapter 2: Section 18.2: Agenda Items and Voting.**

Alderman Schmidt provided a brief overview. The purpose was to streamline placing items on the Meeting Agenda. A City Ordinance existed for the process but was insufficient. Requested changes included: 1.) Council Agenda be developed by the City Manager in collaboration with the Mayor; 2.) Additional items could be placed on the Agenda; and 3.) At least three (3) Council Aldermen were required versus a majority.

Best practices in other communities were reviewed. The Request form presented was a result of same. Staff resources could be determined by the City Manager.

Alderman Black added the research was due to a desire not to overburden staff with many projects. Mayor Renner questioned whether four (4) Council members would be a better compromise.

Alderman Mwilambwe agreed four (4) Council members would be a good compromise. Five (5) could be burdensome. He suggested further discussions at the next Committee of the Whole meeting.

Alderman Buragas believed three (3) Council members were rational as this was the highest number who could meet without violating the Open Meetings Act (OMA). Alderman Painter agreed. She questioned the rule on when to vote on items. Mr. Hales stated the threshold was \$50,000 unless the funds were not available. Mayor Renner added items that warrant Council support could be brought for a vote.

Alderman Sage expressed support. Changes could be initiated if more improvements were warranted. Mr. Hales stated that items controlled by a minority could add additional meeting time.

Alderman Fruin stated he would support the Council consensus on this item, although he preferred five (5) Council members approving an item added to the Agenda. He believed some conversations were better discussed in a private setting.

Alderman Buragas questioned whether the form was meant to be advisory or compulsory. Alderman Schmidt noted that there was a place at the bottom to designate the meeting date. The form could be modified to take it out of the public arena such as an Executive Session or asking for more information from the requestors.

Mayor Renner requested some updates to the form. It would be placed on an upcoming Agenda.

**8. Executive Session – Personnel per Section 2(c)(1) of 5 ILCS 120/2, Ch. 102**

**9. Adjournment**

**Motion by Alderman Schmidt, seconded by Alderman Black, to adjourn Committee as a Whole Session. Time: 8:12 p.m.**

**Motion carried. (viva voce)**

**CITY OF BLOOMINGTON**

**ATTEST**

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Tari Renner, Mayor

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Cherry L. Lawson, City Clerk